Council Meeting

Agenda

Meeting No. 634

18 June 2024
Commencing 7.00pm

Council Chamber
301 Hampshire Road, Sunshine,
Victoria

Fiona Blair
Chief Executive Officer
14 June 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	

Municipal Monitors

Ms Janet Dore	Municipal Monitor
Ms Penelope Holloway	Municipal Monitor

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 Natalie Horvatic	Council Business Officer

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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

Cr Jae Papalia has submitted an apology for this meeting and Cr Virginia Tachos is on a leave of absence.

Cr Ranka Rasic has requested a leave of absence from 9 July 2024 to 16 August 2024 and Cr Bruce Lancashire has requested a leave of absence from 3 August 2024 to 1 September 2024.

Motion

That Council approves the request for a leave of absence for:

a. **Cr Ranka Rasic for the period from 9 July 2024 to 16 August 2024.**

b. **Cr Bruce Lancashire for the period from 3 August 2024 to 1 September 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 1 to report 13.11 Contract No. 24/3495 - Provision of Kerbside Recyclables Processing**
- **Confidential Attachment 1 to report 13.12 Contract No 19/2503 - Provision of Pound and Animal Collection Services - Extension of Contract; and**
- **Confidential Attachment 2 to report 13.12 Contract No 19/2503 - Provision of Pound and Animal Collection Services - Extension of Contract**

as they relate 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 17.1**

as it relates to Information prescribed by the regulations to be confidential information for the purposes of this definition (s 3(1)(k) of the *Local Government Act 2020*).

6 Confirmation Of Minutes Of Previous Council Meetings

Motion

That Council confirms the Minutes of Council Meeting No. 633, held on 21 May 2024.

7 Condolences

Nil.

8 Congratulations

Nil.

9 Items to be Tabled

The Determination and Statement of Reasons for Decision of the Arbiter in the following matters are attached in accordance with the requirements in section 147 of the *Local Government Act 2020*:

- IAP 2024-4 Rasic & Ors and Kerr **(Attachment 1)**; and
- IAP 2024-5 Rasic & Ors and Tachos **(Attachment 2)**.

ARBITRATION PURSUANT TO DIVISION 5 OF PART 6 OF THE *LOCAL GOVERNMENT ACT 2020*

Internal Arbitration Process – Brimbank City Council

(IAP 2024-4)

Applicant: Crs Ranka Rasic, Jae Papalia, Jasmine Nguyen, Sam David and Sarah Branton, represented by Cr Ranka Rasic

Respondent: Cr Maria Kerr

Arbiter: Dr Meredith Gibbs

Date of Hearing: 22 April 2024

DETERMINATION

Pursuant to section 147(1) of the *Local Government Act 2020* (**Act**) the Arbiter makes a finding of misconduct against Cr Maria Kerr.

STATEMENT OF REASONS FOR DECISION

BACKGROUND AND PROCEDURAL MATTERS

The Application

1. On 20 December 2023, the Applicant made Application IAP 2024-4 (**Application**) seeking a find of misconduct against the Respondent.
2. The allegations relate to 15 matters which can be grouped as follows (noting that there are no allegations numbered 11 and 13):

   Allegations 1, 2, 3, 14 and 15 which relate to the behaviour of Cr Kerr at the Brimbank City Council (**Council**) meeting on 17 November 2023

   Allegation 9 which relates to the behaviour of Cr Kerr at the Council meeting on 17 October 2023

   Allegations 4, 5, 6, 7, 8, 10, 12, 16 and 17 which relate to an email sent by Cr Kerr (Allegation 4) and various social media posts by Cr Kerr (the remainder of Allegations).

3. The Applicant alleges that the Respondent breached the standards of conduct set out in Schedule 1 of the *Local Government (Governance and Integrity) Regulations 2020* (**Standards**) and therefore engaged in misconduct.
4. The Applicant did not specify the relevant clauses of the Standards alleged to have been breached despite several requests by the Arbiter that the parties do so, instead referring to the following sections of the Brimbank City Council Councillor Code of Conduct (dated February 2021) (**Councillor Code**):

a. Councillors must treat other Councillors, members of Council staff, the municipal community and members of the public with dignity, fairness, courtesy and respect (section 3.1);
b. Councillors must behave in a manner that does not bring discredit upon the Council and does not deliberately mislead the Council or the public about any matter related to the performance of their public duties (section 3.4);
c. A Councillor must not intentionally or recklessly disclose information that the he or she knows, or should reasonably know, is confidential information (section 4.3);
d. Councillors acknowledge that meeting Council's obligations as an employer under the Occupational Health and Safety Act 2004 by, among other things, providing a safe workplace for members of Council staff and visitors to Council premises is essential, and are committed to working in ways that protect and promote the health and safety of members of Council staff and visitors to Council premises and to minimise risks to them. occupational health and safety (section 5.7).

5. At the Directions Hearing and again at the Hearing, the Arbiter stated that the allegations related to alleged breaches of clause 1 and 4 of the Standards. This was not challenged by either party and the process proceeded on this basis.
6. The Respondent denied that her behaviour constituted misconduct.

Directions Hearing

7. A Directions Hearing was held on 18 March 2024 online at which the Arbiter explained the arbitration process to the parties and heard submissions from the parties on various procedural matters including whether some of the Allegations could be heard "on the papers". With the agreement of the parties, the Arbiter directed that Allegations 4, 5, 6, 7, 8, 10, 12, 16 and 17 would be heard "on the papers" and Allegations 1, 2, 3, 9, 14 and 15 would be heard "in person". On 25 March 2024, the Arbiter issued a series of Directions to this effect and set out a timetable for the exchange of submissions and information for all allegations.

Procedural matters

Requests for support at the Hearing

8. On 25 March 2024, Cr Kerr made a request for a support person to attend the Hearing based on various grounds including that Cr Kerr had previously suffered an acute panic attack which had been caused by these proceedings, and she needed a support person to feel at ease and safe at the Hearing. Cr Kerr subsequently proposed a work colleague and friend, Ms Lambrou, to be her support person.
9. The Arbiter granted Ms Kerr's request for a support person and made the following direction in this respect:

> *Direction 10 of the Arbiter's directions dated 25 March 2024 is amended to read as follows:*
> *10. The Hearing is not open to the public and must only be attended by the Applicant, the Respondent and her support person (Ms Janet Lambrou), the Council's Councillor Conduct Officer, and the Council appointed recording service. Ms Lambrou is not permitted to take part in the Hearing and is present to provide personal support only to the Respondent. Ms Lambrou's attendance is subject to her providing assurance of the following matters:*
> • *Ms Lambrou has no legal qualifications.*
> • *Ms Lambrou will keep all information from the Hearing confidential and will not disclose or discuss anything learnt at the Hearing to or with any other person.*

The Respondent must provide a letter from Ms Lambrou providing confirmation of the above matters no later than COB Wednesday 17 April 2024.
If Ms Lambrou is not available for the Hearing and the Respondent wishes to have an alternative person attend as a support person, the Respondent must seek further approval from the Arbiter before the Hearing commences and the above conditions will apply to any other support person as approved by the Arbiter.

10. Ms Lambrou provided a letter dated 28 March 2024 advising that having graduated as a lawyer in 1992, she holds a legal qualification but does not hold a current practising certificate. Ms Lambrou confirmed that she would be attending the Hearing for "moral support" only to Cr Kerr and would not provide legal advice to Ms Lambrou. She acknowledged she would not have the right to speak at or take part in the Hearing and confirmed that she would keep all information confidential.
11. Subsequently, the Arbiter invited the Applicant to make submissions on the appropriateness of Ms Lambrou to provide support to Cr Kerr at the Hearing. The Applicant strongly objected to Ms Lambrou attending the Hearing as the Respondent's support person expressing concerns in relation to Ms Lambrou's legal background. The Respondent was given an opportunity to respond to the Applicant's submissions and did so, stating that Ms Lambrou would attend the Hearing to support her on a personal level only.
12. The Arbiter determined that it would not be appropriate for Ms Lambrou to attend the Hearing as the Respondent's support person due to her legal background and invited the Respondent to nominate another support person on the same conditions as Direction 10 (as amended). The Respondent nominated Mr Steve Ravic who duly provided the required assurance that he holds no legal qualification and would keep all matters relating to the internal arbitration process confidential. This assurance was repeated by Mr Ravic, in person, at the commencement of the Hearing.
13. Cr Rasic made a request on 29 March 2024 for a support person based on the reasons given by Cr Kerr on 25 March 2024. The Arbiter responded by requesting that Cr Rasic provide reasons why procedural fairness required her to have a support person based on her own circumstances rather than those of Cr Kerr. Cr Rasic withdrew her request for a support person on 3 April 2024.

Request for Council staff to provide witness statements

14. On 29 March 2024, Cr Rasic made a request through the Councillor Conduct Officer for various Council staff and the Chief Executive Officer (**CEO**), Ms Fiona Blair, to provide witness statements. The Council's Councillor Conduct Officer referred this request to the CEO.
15. The CEO advised on 5 April 2024 that she did not consider it appropriate for Council officers to be involved as witnesses in the arbitration process and had advised the Council officers concerned that they were not required to provide witness statements. She also advised that she would not provide a witness statement herself.
16. The Applicant did not pursue the matter further.
17. The Arbiter proceeded to hear the case on the basis that there was sufficient material before her with respect to the events at the 17 October and November 2023 Council meetings, notwithstanding the inability of either party to call Council staff. This material included a written witness statement from Ms Rebecca Plieger (nee Soloman), who at the time of the 17 November 2023 meeting was employed as Executive Manager, Communications and Engagement at Council but is no longer employed at Council. Ms Plieger did not appear in person at the Hearing.

Confidentiality

18. In the lead up to the Hearing both parties raised concerns that the other party had breached confidentiality with respect to the internal arbitration process. The Arbiter responded to the parties by noting:
    a. Breach of confidentiality is "serious misconduct" under the Act. The Act sets out the process for dealing with matters of serious misconduct.
    b. The role of an arbiter in an internal arbitration process does not include making findings on allegations of serious misconduct. However, an arbiter may make directions to the parties with a view to ensuring that the arbitration process is kept confidential.
    c. The Act also provides that intentional or reckless disclosure of confidential information is an offence.
19. In addition, the Respondent inadvertently copied a third party (the Municipal Monitors currently appointed for Brimbank City Council) to an email relating to these proceedings in direct contravention of the Arbiter's direction regarding confidentiality. As a result, the Arbiter directed as follows:

    Councillor Kerr must:

    1. As a matter of urgency and by no later than COB today (Tuesday 9 February 2024), retract her email to monitors@brimbank.vic.gov.au and send a further email to that email address:

    a. explaining that the email was sent in error and

    b. request that the email be deleted

    c. request advice of the names of all persons who read the email

    d. request that each of those persons provide a written assurance that they will keep the matters contained within the email (and the email chain) confidential by COB Friday 12 April 2024

    2. By no later than COB today (Tuesday 9 February 2024), confirm to the Councillor Conduct Officer (and copy to the Applicant) that the above email has been sent and provide him with a copy of the email (date stamped)

    3. By no later than COB Friday 12 April 2024, provide copies of the written confirmations referred to in Direction 1(d) to the Councillor Conduct Officer (and copy to the Applicant).
20. The Respondent complied with these directions to the best her ability. However, the Municipal Monitors did not respond to her request (and three follow ups).

Witness Statements and the Hearing

21. An in-person Hearing of Allegations 1, 2, 3, 9, 14 and 15 took place on 22 April 2024 at the Keilor Community Hub, Keilor Village.
22. Prior to the Hearing the parties provided written submissions and supporting documentation, including witness statements. The parties provided witness statements as follows:

Witness name	**Called by**	**Appeared in person**
Cr Sarah Branton	Applicant	Yes
Cr Sam David	Applicant	No
Cr Jasmine Nguyen	Applicant	Yes
Cr Jae Papalia	Applicant	Yes
Ms Rebecca Plieger (nee Soloman)	Applicant	No

Cr Bruce Lancashire	Respondent	No
Cr Virginia Tachos	Respondent	No
Ms Dianne Cappelli	Respondent	No
Mr Mark Jekic	Respondent	No

23. Cr David made a written statement but did not appear in person at the Hearing. His written statement did not address the allegations and will not be referred to further.
24. Cr Lancashire, Cr Tachos, Mr Jekic and Ms Cappelli each provided written witness statements for the Respondent but did not appear in person at the Hearing.

THE ALLEGATIONS

25. The Allegations will be dealt with in the following order:
    a. **The 17 November Allegations**: Allegations 1, 2, 3, 14 and 15 relate to the behaviour of Cr Kerr at the Council meeting on 17 November 2023 and will be dealt with together.
    b. **The 17 October Allegation**: Allegation 9 relates to the behaviour of Cr Kerr at the Council meeting on 17 October 2023 and will be dealt with as a separate item.
    c. **Social Media Allegations**: The remaining Allegations relate to an email (Allegation 4) and social media posts.

ALLEGATIONS RELATING TO THE COUNCIL MEETING ON 17 NOVEMBER 2023

Background

26. The 17 November Allegations concern the behaviour of the Respondent during the 17 November 2023 Council meeting and breaks at which mayoral and deputy mayoral elections were held. The meeting was to commence at 6pm, rather than the usual 7pm for Council meetings.
27. It was common ground between the parties that:
    a. at 6pm, Cr David was not present at the meeting. Cr Rasic moved a motion to adjourn the proceedings to wait for Cr David. The meeting reconvened approximately 15 minutes later when Cr David arrived; and
    b. Cr Branton advised by email on the afternoon of the meeting that she would be an apology for the meeting. Despite this, she did in fact attend the meeting.

The Applicant's submissions on the 17 November Allegations

28. The Applicant submitted the Respondent:
    a. made comments such as "*scraping the bottom of the barrel*", "*getting desperate*", "*betrayal*" directed towards Crs Papalia and Branton (supported by evidence from Crs Branton and Papalia);
    b. made comments about a Councillor "*not turning up all year*" and attending the meeting after putting in an apology due to illness, assumed to be about Cr Branton who had had a long illness and originally been an apology for the meeting. Regardless of who the comments were about, the Applicant submitted that "*the open-ended disparaging comments were unkind and unprofessional, wherever they were directed*" (supported by evidence from Cr Branton);
    c. was leaning forward in her seat in the Council Chamber and staring towards Crs Papalia and Branton in order to intimidate (supported by evidence from Crs Branton and Nguyen);

d. during a break in the meeting, aggressively said to the CEO that she (the Respondent) would sue Council if there was someone present in the meeting with COVID, in breach of the duty to provide a safe workplace. It was originally thought the comment was made in reference to Cr Branton (having been an apology but later attending the meeting) but it later became clear the comment was referring to Cr David who Cr Kerr thought had COVID. In any case, the Applicant submitted it was "*incredibly inappropriate to discuss people's health publicly*" (supported by evidence from Crs Branton and Rasic);
e. said "*Oh, poor Sam … How does it feel to be backstabbers*?" which could be interpreted as either:
    i. other Councillors were backstabbing a colleague based on an assumption regarding mayoral nominations; or
    ii. as belittling Cr David for not being nominated as a mayoral candidate (supported by evidence from Cr Nguyen);
f. said "*You are a desperate little scumbag*" to Cr Papalia and/or Cr Branton in a disrespectful and offensive manner (supported by evidence from Cr Nguyen and Cr Papalia).

29. At the Hearing, Cr Rasic said that when Cr David arrived at the 17 November meeting, a Council officer asked Cr David if he had COVID to which Cr David replied "*No*". Cr Rasic confirmed that she had heard the exchange between the Respondent and the CEO about COVID. She described the Respondent's body language as "*agitated*".
30. Cr Rasic said that after the mayoral vote (which Cr Rasic won), she left the Chamber to change into the mayoral robes and as a result she did not hear the other comments which were allegedly made by Cr Kerr.
31. Crs Branton, Nguyen and Papalia each made written statements and gave oral evidence at the Hearing about the Respondent's behaviour at the 17 November 2023 meeting. These Councillors are co-signatories to the Application.
32. In addition to the evidence noted above at paragraph [28], Cr Nguyen gave evidence:
    a. The comments "*Poor Sam, how does it feel to be backstabbers*", "*Scraping the bottom of the barrel*", and "*desperate scumbags*" were made just before or after the mayoral vote (when Cr Rasic went to put her robes on) and were directed at Crs Papalia and Branton. There were more comments after the mayoral vote, and she recalled the Respondent saying "*desperate scumbag*" to Crs Papalia and Branton while turning her body towards them. She could tell Cr Kerr was not happy and some people may have found her body language intimidating.
    b. The Respondent said, "*Have you heard of this documentary? It's called 'Rat in the Ranks*'" and said that someone should take a RAT test. She thought this could be interpreted as calling other Councillors 'rats' or making comments about another Councillor's health.
    c. She heard Mr Vo (Coordinator, Council Business) ask Cr David if he had COVID.
    d. She did not know why Cr David was late to the meeting. She also said Cr David had told her he was late because he had been visiting a friend in hospital. She did not recall Cr David wearing a mask and had not heard any rumours about Councillors having COVID.
    e. She was unsure exactly what the Respondent said to the CEO about COVID, but recalled it was to express displeasure at how the meeting was run. There were other things going on in the Chamber at the time.
    f. When questioned about the contents of Cr Lancashire's and Cr Tachos' witness statements' which said that neither heard any derogatory remarks by the Respondent, Cr Nguyen responded that it was up to each person to interpret what was 'derogatory'.

g. She did not remember every minute detail of the meeting but was confident in the evidence she had given.

33. In addition to the evidence noted above at paragraph [28], Cr Papalia gave evidence:
    a. She entered the Chamber and sat down beside Cr Branton who was already seated.
    b. The Respondent called out to her and Cr Branton that they were "*desperate*", "*scraping the bottom of the barrel*", and "*disgusting*" as she walked into the Council meeting. Under questioning, Cr Papalia confirmed that although the Respondent had not used her name, she knew the Respondent was speaking to her because she was looking at her at the time. The Respondent made further comments after the mayoral vote including saying to her (Cr Papalia), "*You are a desperate little scumbag*". There was tension and aggression and she felt uncomfortable due to the comments the Respondent was making. She was unsure how to respond.
    c. The Respondent asked Cr Tachos if anyone had a RAT test and was joking making comments that there were rats in the Chamber. Cr Papalia said this exchange was loud and made her feel uncomfortable, not only for herself but also for Cr Branton because she felt the comments were directed to her (Cr Papalia), or both her and Cr Branton. Cr Papalia said she was unsure if it was a joke or an allegation, but she felt the discussion was not out of a genuine concern about someone having COVID.
    d. She did not recall Cr David wearing a mask when he arrived at the meeting, any rumours about Cr David having COVID or Cr David being asked whether he had COVID.
    e. The Respondent's comments were loud enough that Cr Lancashire (who was sitting between the Respondent and Cr Papalia) would have heard them. When questioned about the contents of Cr Lancashire's witness statement which said that he did not hear any derogatory remarks by the Respondent, Cr Papalia responded that Cr Lancashire's witness statement was "*not true*". She was unsure if Cr Tachos would have heard because she was sitting on the opposite table (approximately three metres away).

34. In addition to the evidence noted above at paragraph [28], Cr Branton gave evidence:
    a. She entered the Chamber alone, earlier than most Councillors.
    b. The comments "s*craping the bottom of the barrel*", "*getting desperate*", "*betrayal*" were made by the Respondent while she sat in the Council Chamber, with some comments made before the mayoral vote and others after. Cr Branton felt the Respondent's comments were directed at her because the Respondent was looking in her direction and due to the Respondent's posture (leaning forward), but she could not be sure because she did not meet the Respondent's eye.
    c. When the Respondent leant forward and stared at her and Cr Papalia, she felt that the Respondent was intending to intimidate her to vote a certain way.
    d. She believed the Respondent's comments about attending the meeting after putting in an apology due to illness and "*not turning up all year*" were in reference to Cr Branton's extended leave due to illness and were intended to put her down and make her feel uncomfortable. She found it upsetting to have her health used against her "*as a weapon … in a public space*". Cr Branton acknowledged that she did not know the intention of the comments but said the comments were disparaging, unkind and unprofessional "*wherever they were directed*".
    e. She heard the Respondent refer to 'RATs' and thought it was a double entendre, calling other Councillors rats, but was said in a joking manner.
    f. She did not remember whether Cr David was wearing a mask and did not hear any rumours about Cr David having COVID.

g. The Respondent's voice was raised when she spoke to the CEO, threatening to sue Council if there was someone at the meeting with COVID.
h. She did not recall the Respondent saying, "*You are a desperate little scumbag*", but did remember the word "*disgrace*".
i. When questioned about the contents of Cr Lancashire's and Cr Tachos' witness statements' which said that neither heard any derogatory remarks by the Respondent, Cr Branton responded that they may not have noticed if they were not paying attention and they could have been focussed on something else at the time.

35. In her written evidence, Ms Plieger gave evidence:
    a. At the time of the 17 November 2023 meeting she was employed at Council as Executive Manager, Communications and Engagement and was present at the meeting in that capacity.
    b. She felt uncomfortable in the meeting due to the comments made by the Respondent and Cr Tachos towards other Councillors. She did not recall the exact words but said Crs Kerr and Tachos were suggesting the election was a farce and were singling out other Councillors for how they voted. They mumbled under their breath and looked at other Councillors. She thought their behaviour was disrespectful to the meeting and other Councillors.
    c. The Respondent questioned the mental health of Cr Branton.
    d. The newly elected Mayor, Cr Rasic, did not want to return to the Chamber after putting on her mayoral robes due to how uncomfortable Cr Rasic had felt in the Chamber.
36. The Applicant submitted that the Respondent's behaviour breached sections 3.1, 3.4 and 5.7 of the Councillor Code.
37. The Applicant submitted that there was a difference between being passionate and behaving properly and respectfully towards fellow Councillors and that the Respondent's behaviour was unacceptable and disrespectful to others in breach of the Standards. She said that the Respondent's behaviour has had a significant negative impact on her (Cr Rasic's) mental health.

The Respondent's submissions on the 17 November Allegations

38. The Respondent stated:
    a. She made a comment relating to Cr Branton's attendance because she had received an email earlier that day advising that Cr Branton was an apology for the meeting. The Respondent said she was concerned about Cr Branton's mental health and that Cr Branton "*appeared distressed to be there and it appeared to me she was coerced and guided in by Cr Papalia*". She said that Cr Branton had been "*flanked*" by Cr Papalia as they both entered the Chamber, and that Cr Branton "*looked visibly distressed*". She did not think that Cr Branton had COVID.
    b. She made a comment about "*not turning up all year*", but the comment was in relation to a member of the public gallery known to her, not Cr Branton. She was leaning forward as she said this so that she could see the relevant person in the public gallery.
    c. Cr David was wearing a mask when he arrived at the meeting. He was late to the meeting and rumours had been circulating that he had COVID. She said:

> *I did make a comment to the CEO and asked if he had Covid and she said she doesn't know, I asked her to confirm for me as I started to get very uncomfortable. I had just lost my uncle to Covid late last year. I did say to the CEO that if my parents got sick, I would sue the council for negligence. I may have overreacted but at that point of time I was under a lot of distress and I apologise for my*

> *reaction. However, I was very scared. I have a fear of Covid and seeing Cr David in a mask really triggered me… .*

d. She was not aggressive to the CEO, but rather she was concerned. Her intention was not to intimidate or be aggressive to the CEO. The CEO has never spoken to the Respondent about this incident.
e. She asked whether Cr David had taken a RAT test but did not refer to anyone as a 'rat'. She had a conversation with Cr Tachos about a documentary on YouTube called "Rats in the Ranks" because it was relevant to a mayoral vote.
f. She said, "*Poor Sam*". She felt genuinely sorry for him, and it was not her intention to belittle him. She did not recall saying anything about backstabbing. She would be happy to apologise to Cr David.
g. She did not say "*You are a desperate little scumbag*".
h. Prior to these allegations, there had been no questions or issues raised about her behaviour in her time as Councillor (approximately 3.5 years), nor had she been approached about her behaviour.
i. She said:

> *I feel intimidated by the Mayor and I feel targeted and bullied by the fact that she has rallied others to target me because I try to introduce debate and present community concerns to council.*

39. Cr Lancashire stated in his written statement:
    a. He was in the Council Chamber at the 17 November meeting and was able to observe Cr Kerr, Cr Rasic and several other Councillors, and overhear all conversations between Councillors seated in the Chamber. He was keenly listening and watching all events.
    b. He did not hear the Respondent make any comments he would consider derogatory.
    c. He did not observe anything that could be construed as excessive staring by the Respondent.
    d. He believed that the Respondent had a concern about COVID and, having himself been hospitalised with COVID, equally shared Cr Kerr's concern.
40. Cr Tachos stated in her written statement:
    a. She did not hear Cr Kerr make any derogatory statements regarding Cr Branton's presence at the mayoral vote after an email was sent by the CEO stating Cr Branton would be an apology.
    b. There was concern for Cr Branton's well-being as she looked visibly shaken.
    c. She did not hear the alleged exchange about COVID between the Respondent and the CEO. The Respondent's tone was of concern for fellow Councillors and herself.
    d. There were growing concerns about Cr David having tested positive for COVID. Cr David entered the meeting wearing a face mask which was unusual and triggered grave concerns about a COVID-positive person attending the meeting.
    e. Councillors felt genuine compassion for Cr David.
41. Mr Jekic's written statement said he was present at the mayoral vote on 17 November 2023 but did not witness any inappropriate conduct or hear any inappropriate comments from Cr Kerr. He heard rumours that night that Cr David came to the mayoral vote with COVID.
42. Ms Cappelli provided a witness statement saying that she had attended the 17 November 2023 Council meeting and saw various Councillors who were upset.
43. The Respondent denied that she had breached the Standards.

Findings of the Arbiter on the 17 November Allegations

44. Pursuant to s147(1) of the Act the Arbiter makes a finding of misconduct against Cr Maria Kerr on the basis that the Respondent has breached clause 1 of Schedule 1 of the *Local Government (Governance and Integrity) Regulations 2020*.

Reasons

45. I have viewed the entire video recording of the 17 November 2023 Council meeting. The alleged comments are not recorded on the video, being either:
    a. made during breaks in the meeting when no video coverage is available; or
    b. made during the meeting at times when the audio is not recorded.

    Therefore, I rely on evidence from those at the meeting as to whether comments were made.
46. The video footage shows the Respondent leaning forward, turned towards Crs Papalia and Branton, at various points during the meeting. The Respondent can be seen variously to be looking around the Chamber, looking down, looking at her phone and speaking with Councillors next to her and across the room, as well as looking towards Crs Papalia and Branton. Sometimes she is smiling and at other times she is not. Due to the distance from which the video footage was taken, I do not find it possible to determine from the video alone whether the Respondent was leaning forward and looking at Crs Papalia and Branton in an intimidating manner.
47. There were discrepancies in the evidence given by the co-signatories to the Application relating to:
    a. the exact timing of the comments alleged to have been made by the Respondent (for example, whether before or after the mayoral vote); and
    b. the reason for Cr David's lateness with Cr Nguyen stating in her oral evidence that she did not know why Cr David was late but later stating that he had told her that he was late because he was visiting a friend in hospital.

    These discrepancies detracted from their evidence. Further, the co-signatories appear to have, at times, interpreted matters differently (for example, whether other attendees at the meeting would have been able to hear the various alleged comments) or made differing assumptions about the Respondent's behaviour. Each admitted that their memory of the night was imperfect.
48. Despite these issues, I found the evidence of the co-signatories overall to be compelling and truthful as to the key matters before me, appearing to honestly admit when they did not remember a detail of the night.
49. What came through was a clear, overarching picture of a meeting (including the breaks) in which the Respondent made a series of comments to her fellow Councillors which made them uncomfortable. Each of the alleged comments was supported by at least one witness.
50. In contrast, I found the evidence of the Respondent to be overall less compelling. When she admitted to allegations, she provided alternative interpretations of events and I have given these some weight. As her witnesses did not appear in person it was not possible to test their statements.
51. I have also given weight to the witness statement of former Council officer, Ms Plieger, who gave evidence that she felt uncomfortable in the meeting due to the comments made by the Respondent towards other Councillors and felt that the Respondent's behaviour was disrespectful.
52. I find that the Respondent made the following comments to at least one or more of her fellow Councillors:
    a. "*scraping the bottom of the barrel*"
    b. "*getting desperate*"

c. "*betrayal*"
d. "*desperate scumbag*".

53. In making these comments, the Respondent has not shown her fellow Councillors courtesy and respect and is therefore in breach of clause 1 of the Standards. I do not find it necessary to determine which of the co-signatories each of these comments were directed towards because I find that they were directed to at least one or more Councillor present.
54. I accept the evidence that there was an exchange in the Chamber between the Respondent and Cr Tachos, in the presence of other Councillors, about a RAT test or tests and that a joke was made about 'rats' in the Chamber. As this occurred after the mayoral vote, it is reasonable to infer that the reference to rats was intended to be a reference to the Respondent's fellow Councillors as being 'rats' in a derogatory manner. Referring to one's fellow Councillor as a 'rat' is disrespectful and a breach of clause 1 of the Standards.
55. I accept the evidence that the Respondent made comments about someone "*not turning up all year*" and this was admitted by the Respondent. It seems likely that this was directed at Cr Branton, rather than a member of the public gallery as suggested by the Respondent, but the evidence on this point is not compelling either way. The Applicant argued that regardless of who the comment was directed at, it was disparaging, unkind and unprofessional. Based on the evidence before me, it is unclear whether the Respondent was being disparaging or simply stating a fact. I therefore make no finding of misconduct in this respect.
56. I also accept the evidence that the Respondent spoke loudly and aggressively to the CEO, threatening to sue Council if a person in the meeting had COVID. I accept that the Respondent was concerned about the prospect of catching COVID and passing it on to her elderly parents. However, this does not justify speaking aggressively and loudly to the CEO and making threats against the Council in a public forum. The Respondent failed to treat the CEO with courtesy and respect and breached clause 1 of the Standards.
57. The Applicant alleged that the comments "*Oh, poor Sam … How does it feel to be backstabbers*" and "*You are a desperate little scumbag*" were also a breach of clause 4 of the Standards. Most relevant is clause 4(1) which requires Councillors not to bring discredit on the Council. On the evidence before me, it is not clear whether members of the public gallery heard, or would have been able to hear, the offending comments. They are not audible on the YouTube video that is available online. There was evidence that they were made in front of Council staff who would have been able to hear them but also evidence that the Respondent only raised her voice when speaking with the CEO and not otherwise. On balance, therefore, I find that there is insufficient evidence to establish that the comments were made publicly. On this basis I find no breach of clause 4(1) of the Standards.
58. Clause 4(2) requires the respondent to not deliberately mislead the Council or the public. The Applicant provided no evidence of how the Respondent had deliberately misled anyone. In the context of the meeting and on the evidence before me, I find not any deliberate misleading of the Council or the public.

ALLEGATION RELATING TO THE COUNCIL MEETING ON 17 OCTOBER 2023

Background

59. The 17 October Allegation concerns the behaviour of the Respondent during the 17 October 2023 Council meeting during item 12.11. This item concerned the Respondent's Notice of Motion, which had been moved at the 18 July 2023 meeting, that the Council introduce monthly, live and unscripted, public consultation forums (**Motion**).

60. The Council officer report did not support the Motion.
61. Cr Kerr moved an alternative motion to the Motion (**Alternate Motion**).
62. Cr Rasic proposed an amendment to the Alternate Motion.
63. Cr Kerr wished to amend Cr Rasic's amendment but was not permitted to do so by the Chair.
64. Cr Kerr left the meeting before the amendment to the Alternate Motion was voted on.
65. Members of the public gallery were yelling out during proceedings.
66. The meeting was chaired by (then) Mayor, Cr Lancashire.

The Applicant's submissions on the 17 October Allegation

67. The Applicant alleged:
    a. The Respondent "*stormed out*" of the 17 October 2023 Council meeting after saying that her Alternate Motion had been "*hijacked*", implying that she was being silenced by Cr Lancashire who had chaired the meeting according to the Brimbank Governance Rules.[1]
    b. The Respondent's behaviour was disruptive and disrespectful to Councillors, the CEO and the Mayor.
    c. Cr Kerr's behaviour was a breach of clauses 1 and 4 of the Standards.
68. Cr Rasic said that during the 17 October meeting:
    Councillor Kerr proceeded to get aggressive, scream out that her motion was being hijacked, adversely spoke of the mayor and myself, before eventually slamming her laptop shut and storming out of the meeting. This can be all seen on the Brimbank Council YouTube recorded that night which I have provided.
69. Cr Rasic submitted:
    a. She knew that the Respondent was eager to have the Motion passed in its original form, but the Council Officer recommendation did not support the Motion.
    b. Cr Rasic wanted to find a middle ground and proposed an amendment to the Alternate Motion. She did not 'hijack' the Alternate Motion.
    c. The Respondent could have spoken respectfully and there could have been a healthy debate about the Alternate Motion and amendment. There is a difference between being passionate and being proper and respectful towards others.
    d. Cr Lancashire's witness statement on the way that Cr Kerr left the meeting is not true.
    e. The group in the public gallery were Cr Kerr supporters who yelled out "*Cr Kerr for Mayor*". They were disruptive and talked over Cr Rasic every time she tried to speak.
    f. The Chair correctly applied the Governance Rules.
70. Cr Papalia's evidence was:
    a. The Respondent was interrupting Cr Rasic when it was Cr Rasic's turn to speak on her proposed amendment (while the wording was being put up on the screen).
    b. The Respondent said that she felt her motion had been "*hijacked*" which was "*appalling*" and "*disgusting*" behaviour.
    c. The Respondent then got up and walked out of the meeting.
    d. The public gallery was making a lot of noise throughout.
    e. The Respondent could have acted more respectfully. In her view, the way the Respondent left the meeting "*was an opportunity to razz up the [public] gallery*".
    f. The Governance Rules had been followed.
71. Cr Nguyen's evidence was:
    a. Cr Kerr looked upset about Cr Rasic's amendment and appeared frustrated as she wanted to speak to her Alternate Motion.

[1] The 2020 version of the Brimbank Governance Rules were in force at the time.

b. When she was denied the opportunity to speak, the Respondent packed up her things and said that her motion had been "*hijacked*".
c. She recalled the public gallery shouting out, including yelling "*Maria for Mayor*".

72. Cr Branton said:
    a. The Respondent was upset about the proposed amendment to her Alternate Motion, speaking in a loud voice and making a comment about it being "*hijacked*".
    b. The Respondent then left the meeting.
    c. The Respondent appeared to be angry or frustrated, and directed that towards Cr Rasic.
    d. Correct meeting procedure was followed.

The Respondent's submissions on the 17 October Allegation

73. The Respondent said:
    a. In the meeting, while the Alternate Motion was up on screen and before she got to speak to it, Cr Rasic sought to amend it in a manner that changed the essence of the proposal.
    b. Cr Rasic did not give an opportunity for the Alternate Motion to be seconded before Cr Rasic began speaking about her proposed amendments to it.
    c. The Governance Rules may have been applied correctly.
74. The Respondent said she was having an anxiety attack when she left the meeting:

> *I was so upset and distraught that that I didn't get a chance to articulate what I was trying to do because I was blindsided and gaslit. … I did get visibly, um, passionate and upset and I - I don't, um, refute those - those words… I don't think that the way I was treated that night was fair and reasonable.*
>
> *…*
>
> *Yes, I walked out of the meeting because I was not given the opportunity to speak. It became too overwhelming for me so I left the meeting. Cr Rasic also spoke to me in an aggressive manner during the exchange. I put that down to robust political debate. I have no issue with passionate debate and I am also happy to agree to disagree. I left the meeting as I felt I could no longer deal with my anxiety levels at that time.*

75. Cr Lancashire stated in his written statement:
    a. As Mayor at the time, he was responsible for maintaining good order at the meeting.
    b. The debate over public forums had raised concern with people in the gallery who made it clear they supported the proposal.
    c. He recalled Cr Kerr leaving the meeting but did not recall her making any comments when she left the meeting. He did not think Cr Kerr 'stormed out' of the meeting.
76. Cr Tachos stated in her written statement that during the meeting, the Chair went straight to Cr Rasic's proposed amendment to the Alternative Motion, which had been seconded, without Cr Kerr having had an opportunity to speak to it. She said:

> *This obviously caused her tremendous distress as she was very passionate on advocating for greater transparency through forums. I saw she became highly anxious, due to feeling her [Notice of Motion] was shut down or completely altered. [I] believed [this] led her to walk out as she felt shut down - this is not the first time amendments have been put through without any prior discussion amongst Councillors. It creates a feeling of distrust and also control*.

Findings of the Arbiter on the 17 October Allegation

77. Pursuant to s147(1) of the Act the Arbiter makes a finding of misconduct against Cr Maria Kerr on the basis that the Respondent has breached clauses 1 and 4 of Schedule 1 of the *Local Government (Governance and Integrity) Regulations 2020*.

Reasons

78. I have viewed the video footage of the 17 October 2023 Council meeting relating to this allegation. The video recording of the meeting shows:
    a. The Chair introduced the item (Item 12.11) and asked the Director to speak to the Council officer report. The Council officer report did not support the Motion.
    b. Cr Kerr then proposed to move the Alternate Motion, as set out on the shared screen.
    c. Before the Alternate Motion was seconded, Cr Rasic interjected and indicated that she wished to move an amendment to the Alternate Motion.
    d. Cr Kerr objected, asking for the Alternate Motion (as per the shared screen) to first be seconded as required by the Governance Rules.
    e. The Chair (Cr Lancashire) then asked the Respondent if she agreed with Cr Rasic's amendment. Cr Kerr responded that she did not know exactly what the amendment was as she was not a "*mind reader*". Members of the public gallery clapped at this comment.
    f. Cr Rasic then spoke to her amendment to the Alternate Motion.
    g. The Chair stopped Cr Rasic stating that she was required to state the proposed amendment and not speak to it. Cr Rasic replied that was what she was doing. The Chair stated that she needed to move it as an amendment.
    h. Cr Kerr interrupted pointing out that she had not had an opportunity to speak to the Alternate Motion and said she did not understand why Councillors could not allocate one hour per month to the forums. The public gallery clapped and cheered.
    i. The Chair then stated that he required a seconder to the Alternate Motion. There was some discussion about the correct procedure at this point. The Alternate Motion was then seconded.
    j. Cr Kerr then spoke to her Alternate Motion. Members of the gallery supported Cr Kerr.
    k. Cr Rasic was then given an opportunity to move her proposed amendment. She began to speak to the amendment before being interrupted by the Chair and asked to state the amendment. Cr Rasic then began to state her amendment.
    l. Cr Kerr interrupted asking at what stage could she propose an amendment to the amendment. The Chair responded that Cr Rasic's amendment had priority.
    m. Cr Rasic then proceeded with stating her amendment and as she did so, the wording of the amendment was typed up on the shared screen. As this was occurring, Cr Kerr made a point of order, again asking the Chair at what stage she was able to make amendments to Cr Rasic's amendment, saying that her Alternate Motion was being "*hijacked*". The Chair said that the amendment needed to be moved and seconded. Cr Kerr continued to interject and said variously: "*virtue signalling, that's what it is*", "*Scared of the community and scared to answer questions*", "*That's what we are paid for. We are paid by ratepayers to answer questions*".
    n. As Cr Kerr continued to interject, her voice rose, she began tapping her finger on the desk to emphasize her words, and the tone of the room intensified with noise and clapping in the public gallery increasing. She continued, "*If you can't allocate one hour a month, what an absolute, appalling joke to our residents. This is appalling*" and "*Take note [pointing at the gallery], all of the residents of Brimbank should take note of this*".

o. During this time, Cr Rasic made a point of order asking Cr Kerr to be respectful. The Chair also called a point of order several times, but Cr Kerr continued to speak. Cr Rasic then said there was no need for Cr Kerr to get angry and Cr Kerr responded, "*Let's just ignore the community*". The Chair raised his voice considerably calling for order and asked Cr Rasic to finish her amendment. Cr Kerr again interjected saying, "*It's appalling, disgraceful behaviour*". Members of the public gallery continued to call out. As Cr Rasic continued to put her amendments Cr Kerr continued to make comments.
p. Once Cr Rasic's proposed amendment to the Alternate Motion has been stated, it was then seconded. Someone in the gallery called out "*you are a puppet*".
q. Cr Kerr then sought to amend the amendment and was denied by the Chair.
r. Members of the public gallery called out variously "*corruption, corruption*", "*you're all sold out*", "*you're all puppets*", "*Maria Kerr for Mayor*". Cr Kerr can be seen smiling in the direction of the public gallery.
s. The Respondent then began to pack up her belongings. The Chair warned the public gallery to stop their disruptive behaviour, or he would direct them to leave the meeting. As he did so, Cr Kerr said, "*I think the community has seen enough*". The Respondent then left her seat and walked out of the meeting, continuing to make comments such as "*appalling*" and "*shameful*". The public gallery continued to call out and clap.
t. The Chair then adjourned the meeting.

79. As this sequence of events shows, there was confusion about the correct procedure in several respects. For example, the Chair asked the Respondent whether she accepted Cr Rasic's proposed amendments to the Alternate Motion *before* the Alternate Motion had been seconded and *before* the substance of the proposed amendment had been stated. Cr Rasic sought to move her amendment to the Alternate Motion *before* the Alternate Motion had been seconded. The Respondent was clearly unaware of the process for amending a motion as set out in the Governance Rules.
80. I consider that the failure to correctly apply Governance Rules, together with what appears to have been a general lack of knowledge of the Governance Rules by several Councillors, created an atmosphere of confusion and misunderstanding in the meeting at the time of the Alternate Motion.
81. In this context, it is perhaps understandable that the Respondent became frustrated with the way this item proceeded. However, her frustration appears to also have been caused by her own lack of understanding of the Governance Rules and how they applied in the situation as it unfolded. She became most upset when she was unable to amend the proposed amendment which would have changed some of the key aspects of the Alternate Motion and she appears to have not understood that this could properly occur. At critical points she was unable to follow or use the correct procedure and instead resorted to speaking over Cr Rasic and the Chair in her frustration to get her points across. Matters were not helped by the public gallery which became more and more disruptive as the item proceeded.
82. Overall, I find that Cr Kerr's constant interruptions, speaking out of turn, her words, raised voice and demeanour throughout item 12.11 were discourteous and disruptive to other Councillors, primarily Cr Rasic and the Chair (Cr Lancashire). I also find that the way the Respondent left the meeting while making inappropriate and disruptive comments was discourteous. This conduct was not respectful of the meeting process and the fact that it occurred in front of members of the public (both those present in person and those viewing the meeting online) brings discredit on the Council. The fact that the Governance Rules had not been properly followed at times during item 12.11 did not give the Respondent leave to abandon compliance with the Governance Rules herself and to behave rudely.

83. The Respondent said she left the meeting because she became overwhelmed and anxious. This was not evident in her demeanour on the video footage. Rather, she appeared angry and frustrated about the proposed changes to her Alternate Motion, and at other times as if she were enjoying the comments of the public gallery. If the Respondent had felt overwhelmed or anxious, she could have advised the Chair that she felt unwell and asked for a short adjournment to the meeting rather than leaving as she did. It was always open to Cr Kerr to speak and behave courteously and follow procedure, but she chose not to do so.
84. Accordingly, I find that Cr Kerr breached clauses 1 and 4 of the Standards.

ALLEGATIONS RELATING TO EMAIL AND USE OF SOCIAL MEDIA

85. All but one of the following allegations relate to the use of the Respondent's social media Facebook account.
86. The Respondent made the relevant posts and comments using her Facebook account which is named "Maria Kerr – Councillor for Taylors Ward – Brimbank City Council".
87. It was not in contention that Cr Kerr was acting in her role as Councillor when making these posts and comments. The Supreme Court held in *Lew v Blacher* [2023] VSC 604 that the phrase 'in performing the role of a Councillor' as it appears in the Local Government (Governance and Integrity) Regulations 2020 is capable of applying to behaviour of a Councillor in communicating with members of the public (including via social media) about matters for decision before the Council (rather than being limited to the formal decision-making itself). Therefore, the posts and comments made by the Respondent using her Facebook account in this instance are capable of being considered to have been made in her role as a Councillor.
88. I find that the posts and comments were made in her role as a Councillor.

Allegation 4

89. Allegation 4 relates to an email sent by the Respondent on 18 November 2023 (the day after the 17 November 2023 meeting which is dealt with above) to the CEO and copied to Councillors and various Council officers, which stated:

> *Hi Team,*
> *I would like a formal statement regards Cr David's Covid status.*
> *He told people as he walked in he has Covid.*
> *I would like something in writing, regarding this.*
> *Regards,*
> *Cr Kerr*

90. The Applicant alleged that this was a breach of clause 1 of the Standards because it was "*extremely inappropriate and unprofessional to discuss personal information about health and illness*". The Applicant alleged that in any other workplace this would be illegal.
91. The Respondent admitted to sending the email saying she was very worried that Cr David had COVID when he attended the 17 November 20203 meeting (the night before). She said that her intention was not to shame Cr David but to find out if she had reason to be concerned. The Respondent stated in relation to the 17 November Allegations that she was concerned about catching COVID because she has children and elderly parents and wanted to understand whether she needed to isolate.

Findings of the Arbiter on Allegation 4

92. The Arbiter makes no finding of misconduct against Cr Maria Kerr in relation to Allegation 4.

Reasons

93. Clause 1 of the Standards requires that a Councillor treat other Councillors with dignity, fairness, objectivity, courtesy and respect. In my view, the Respondent's email does not breach this standard. Her request is to the CEO. It is for a Council position on the COVID status of another Councillor. It does not imply any disrespect to or for Cr David.
94. I make no comment on whether Cr Kerr's request is illegal (as alleged) or what the appropriate response for Council might have been. Those matters are outside my jurisdiction in this matter.

Allegation 5

95. Allegation 5 relates to a public post made by the Respondent on her Facebook page on 18 October 2023 (the day after the 17 October meeting discussed above). The post states:

> *I want to thank you all for the overwhelming support …*
> *Last night it was clear democracy was squashed, and clarified which councillors do not want any form of transparency or accountability.*
> *Unfortunately the community needs to be aware who they are voting for.*
> *I will continue to fight for the community and advocate against hypocrisy.*
> *Messages of support:*
>
> > *… seeing how they [other Councillors] treated you is absolutely ridiculous and quite frankly disgusting and hurtful.*
> > *… the appalling behaviour of [Cr Rasic] last night was unwarranted and downright disgusting. … she accused you of being abusive. When in fact it was her who had been abusive and disrespectful.*
> > *… Tonight at the Brimbank Council Meeting, we saw democracy trampled … Cr Branton's complaint that [the motion] was too onerous was quite ludicrous, particularly in light of her utter lack of representation for Grassland Ward.*

96. The sources of the "messages of support" were not provided.
97. The Applicant alleged that the posting of these comments by the Respondent was a breach of clause 1 of the Standards because the unattributed comments are negative towards Cr Rasic and several other Councillors.
98. The Respondent admitted to the post and said she did not make the negative comments herself.

Findings of the Arbiter on Allegation 5

99. Pursuant to s147(1) of the Act the Arbiter makes a finding of misconduct against Cr Maria Kerr on the basis that the Respondent has breached clause 1 of Schedule 1 of the Local Government (Governance and Integrity) Regulations 2020.

Reasons

100. By posting unattributed comments on her Facebook page and referring to them as messages of support, it can reasonably be inferred that the Respondent agreed with the comments posted. By doing so, the Respondent effectively adopted the unattributed comments as her own.
101. The comments say publicly that the conduct of other Councillors at the 17 October 2023 meeting was "*disgusting*" (twice), "*abusive*" and "*ludicrous*". They also allege that a Councillor has failed to represent her Ward. These comments are disrespectful and offensive to those

Councillors. They fail to show common courtesy and cast doubt on the integrity of the Respondent's fellow Councillors. I therefore find that Cr Kerr has breached clause 1 of the Standards.

Allegation 6

102. Allegation 6 relates to a public post made by the Respondent on her Facebook page on 18 October 2023 (the day after the 17 November 2023 meeting discussed above). The post states:

> *I didn't lose anything last night, but the entire brimbank community did. …[Cr] Sam David was thrown under the bus and made to look a fool and both positions went to Labor. … 7 out of 8 positions this term have gone to Labor, jobs for mates, nepotism at its finest. Only you the community can change this, next year is your chance. Put Labor last and end the neglect and disgraceful money grabbing debortuary* [sic – debauchery].

103. The Applicant alleged that that the post breached clause 1 of the Standards.

104. The Respondent submitted that the post speaks for itself and was her opinion. She felt sorry for Cr David, and it was not her intention to hurt him. She said that the post was her way of "*venting my frustrations*" and was just "*general, robust political opinion*".

Findings of the Arbiter on Allegation 6

105. Pursuant to s147(1) of the Act the Arbiter makes a finding of misconduct against Cr Maria Kerr on the basis that the Respondent has breached clause 1 of Schedule 1 of the Local Government (Governance and Integrity) Regulations 2020.

Reasons

106. I find that the Respondent's comments relating to her fellow Councillors having thrown another Councillor "*under the bus*" and made him look a "*fool*", engaged in "*jobs for the mates*", "*nepotism*", "*neglect and disgraceful money grabbing*" debauchery to be disrespectful to them and offensive. It also casts doubt on their integrity.

107. I do not accept the Respondent's argument that her comments amount to robust political debate. Because the Standards are not intended to limit robust political debate (clause 5 of the Standards), a balance between robust political debate and maintaining the Standards must be struck. I find that Cr Kerr's post has crossed the line of what is acceptable political debate and has breached clause 1 of the Standards.

Allegations 7 and 10

108. Allegations 7 and 10 relate to a public post made by the Respondent on her Facebook page on 27 November 2023 as follows:

> *Thank you for all the support … I will continue to always support the community … I won't request questions a week in advance or only give you an hour a quarter. … I won't stand for bullying, harassment or stand over tactics.*

109. The Applicant alleged that this was a breach of clause 1 of the Standards because the comments that the Respondent will not stand for "*bullying, harassment or stand over tactics*" amounts to a false accusation against other Councillors and the Council itself. The Applicant also alleges that the comments are slanderous.

110. The Respondent stated:

> *The post is my truth and how I felt, they are not false allegations, they are my truth and I believe I have the right to say that I feel unsafe and threatened. Why should someone have the right to tell me how I am meant to be feeling? It took me some time and therapy*

to be able to attend council again as I was feeling triggered, anxious and physically unwell at the thought of walking into that room again.

Findings of the Arbiter on Allegations 7 and 10

111. Pursuant to s147(1) of the Act the Arbiter makes a finding of misconduct against Cr Maria Kerr on the basis that the Respondent has breached clause 1 of Schedule 1 of the Local Government (Governance and Integrity) Regulations 2020.

Reasons

112. I find that the Respondent's Facebook comments regarding not standing for bullying, harassment or stand over tactics could reasonably infer that this behaviour is taking place in Brimbank City Council meetings. This is because the Respondent's references to requesting questions a week in advance and only giving the community an hour each quarter are clearly references to the notice of motion that Cr Kerr put in the meeting dated 17 October 2023 (discussed above) which proposed that Councillors hold monthly, unscripted, public forums. Members of the public following this issue on Cr Kerr's Facebook page could reasonably have inferred that Cr Kerr was implying that she had been subject to bullying, harassment and stand over tactics in Council meetings.

113. The Respondent states that because the comments are "*her truth*" and that she has the right to say she felt unsafe and threatened. However, she provided no evidence to support why she felt unsafe or threatened, nor any specific evidence of the alleged bullying or standover tactics to support "her truth". Therefore, on the evidence before me, I accept the Applicant's submission that the Facebook post amounts to a false accusation and as a result, is disrespectful and discourteous to other Councillors.

114. I therefore find that Cr Kerr's has breached clause 1 of Schedule 1 of the Standards.

Allegations 8 and 17

115. Allegation 8 relates to a public post made by the Respondent on her Facebook page on 19 October 2023 as follows:

In case the community needs reminding who the puppets are!

#PutLaborLast



116. The Applicant alleged that this was a breach of clause 1 of the Standards because it referred to Cr Rasic as a Labor puppet.

117. The Respondent stated that she did not refer to Cr Rasic as a puppet, the image was from Wikipedia and that the post was *"normal political banter*".

118. Allegation 17 relates to a public comment made by the Respondent on the Keilor Downs Residents Facebook page on 16 December 2023 as follows:

> *I'm disgusted in our local member & mayor who are meant to be representing us. So far I hear crickets. It's time the community takes notice & votes these Labor puppets out*.

119. The Applicant alleged that this post was a breach of clauses 1 and 4 of the Standards.

120. In response, the Respondent stated:

> *I was responding to safety concerns in my community and I was disappointed the Mayor of the day and our local member of State Government had not addressed the communities concerns. I did not use the names of those mentioned as to not offend them personally. This is common practice when advocating for your community. I apologise to Cr Rasic if she was personally offended, but the fact is the community's concerns were not addressed.*

Findings of the Arbiter on Allegations 8 and 17

121. Pursuant to s147(1) of the Act the Arbiter makes a finding of misconduct against Cr Maria Kerr on the basis that the Respondent has breached clauses 1 and 4(1) of Schedule 1 of the Local Government (Governance and Integrity) Regulations 2020.

Reasons

122. For Allegation 8, the Respondent's post (at least the portion provided in the Application) does not include reference to Cr Rasic. It does, however, clearly highlight Crs Dang, Nguyen and David as being Labor Councillors. I note that the final highlighted Councillor's name is cut off, only referring to "Jae". This is most likely a reference to Cr Jae Papalia. I find that the reference to "*puppets*" together with the hashtag "#PutLaborLast" and highlighting of Labor Councillors could reasonably be interpreted as the Respondent saying that the Brimbank Labor Councillors are "*puppets*". Similarly, for Allegation 17, the reference to "*Labor puppets*" after reference to the Mayor could reasonably be interpreted as the Respondent referring to Cr Rasic as a Labor puppet.

123. Reference to a puppet in this context infers that the Brimbank Labor Councillors are not acting on their own volition but are controlled by the Labor Party. Used in this context, it is a disparaging term and is disrespectful to the Councillors concerned. Such a comment casts doubt on the integrity of Councillors and brings the Council into disrepute because it suggests that Councillors are not acting in the best interests of the municipality. These comments were made in public fora, that is the Respondent's public Facebook page and the Keilor Downs Residents Facebook page. I therefore find that the Respondent has breached clauses 1 and 4(1) of the Standards.

124. For Allegation 17, the Applicant also alleges that by using the word "*disgusted*" in reference to the Mayor "*who [is] meant to be representing us*", the post is a breach of clause 4 of the Standards. The Applicant did not specify whether clause 4(1) or 4(2), or both, of the Standards had (allegedly) been breached.

125. I do not accept the Respondent's arguments that because she did not name the Mayor or that such behaviour is common practice that the behaviour is therefore acceptable. The Respondent's behaviour must be judged against the Standards. Clause 4(1) requires that the Respondent not bring discredit on the Council. Referring to other Councillors as puppets and expressing disgust in the Mayor in a public forum such as Facebook brings discredit on the Council, in breach of clause 4(1).

126. Clause 4(2) requires the respondent to not deliberately mislead the Council or the public. The Applicant provided no evidence of how the Respondent had deliberately misled anyone. In

the context of the post and on the evidence before me, I find not any deliberate misleading of the Council or the public.

Allegation 12

127. Allegation 12 relates to a public comment made by the Respondent on the "Community Hub for Keilor" Facebook page on 4 December 2023 under a link to an article in the Dandenong Star Community titled, "Long words spark 'caucus' furore" as follows:

Labor lowlife crooks! I'd be embarrassed to be associated with that scum!

128. The Applicant alleged that this was a breach of clause 1 of the Standards.

129. The Respondent stated that the comment was not about Brimbank but instead about another council "*on the other side of town*".

Findings of the Arbiter on Allegation 12

130. Pursuant to s147(1) of the Act the Arbiter makes a finding of misconduct against Cr Maria Kerr on the basis that the Respondent has breached clause 1 of Schedule 1 of the Local Government (Governance and Integrity) Regulations 2020.

Reasons

131. I find that the Respondent's comments "*Labor lowlife crooks*" and "*scum*" could be reasonably interpreted as referring to the Councillors of Greater Dandenong Council given that the comment is posted below a link to an article about deputy mayoral elections at Greater Dandenong Council. The comments are clearly offensive and disrespectful of those Councillors.

132. Clause 1 of the Standards requires that a Councillor treat other Councillors, members of Council staff, the municipal community and members of the public with dignity, fairness, objectivity, courtesy and respect. The duty is not confined to Brimbank. Whether Great Dandenong Councillors are considered to be "other Councillors" or "members of the public", the Standards require that the Respondent show them respect which she has failed do so. I therefore find that the Respondent has breach clause 1 of the Standards.

Allegation 16

133. Allegation 16 relates to a public post by the Respondent on her Facebook page on 17 October 2023 as follows:

If you are free come and watch tomorrow night's Brimbank Council meeting in person or online. See for yourself who is representing the communities [sic] best interest & who just wants an easy pay check & zero accountability.

134. The Applicant alleged the post was a breach of clause 1 of the Standards because it infers that some Brimbank Councillors are here just for an "*easy pay check and zero accountability*".

135. The Respondent stated she believed the post to be true and she did not name anyone.

Findings of the Arbiter on Allegation 16

136. Pursuant to s147(1) of the Act the Arbiter makes a finding of misconduct against Cr Maria Kerr on the basis that the Respondent has breached clause 1 of Schedule 1 of the Local Government (Governance and Integrity) Regulations 2020.

Reasons

137. I find that the Respondent's post reasonably infers that some Brimbank City Councillors are not representing the community's best interests and are only Councillors to receive a salary without working hard and without being accountable. These comments are disparaging and

disrespectful to other Councillors and cast doubt on the integrity of Brimbank Councillors. The comments were made in a public forum.

138. The fact that the Respondent believes this to be true and did not name the Councillors does not absolve her of the statutory requirement to comply with the Standards.

139. Therefore, I find the Respondent has breached clause 1 of the Standards.

SANCTIONS

Submissions on sanctions

140. The parties made no submissions on sanctions.

Sanctions

141. Pursuant to s147(2)(a) of the Act, the Arbiter directs Cr Kerr to:

17 November Allegations

a. make a **verbal apology** to all of her fellow Councillors for the disrespect she showed to them during the 17 November 2023 Council meeting by making inappropriate comments and failing to show them courtesy and respect;

b. make a **verbal apology** to the CEO, Ms Fiona Blair, for speaking to her loudly and aggressively on the night of 17 November 2023 and failing to show her courtesy and respect;

17 October Allegation

c. make a **verbal apology** to all of her fellow Councillors for the disrespect and lack of courtesy to Crs Rasic, Lancashire and other Councillors during the 17 October 2023 Council meeting, and for her discourteous and disruptive behaviour in leaving the 17 October meeting while it was still in progress;

Allegations relating to email and use of social media

d. make **a verbal apology** to all of her fellow Councillors for the discourteous, disrespectful and offensive comments on:

i. her Facebook page, posted on 17 October 2023;
ii. her Facebook page, posted on 18 October 2023;
iii. her Facebook page, posted on 19 October 2023;
iv. her Facebook page, posted on 27 November 2023;
v. the Keilor Downs Residents Facebook page, posted on 16 December 2023;

e. make a **verbal apology** to Cr Branton for her disrespectful and offensive comment on her Facebook page, posted on 18 October 2023, that Cr Branton had not represented the Grasslands Ward.

In each case, the apology must be spoken by her in person at the next Council meeting after this decision (and statement of reasons) is tabled in accordance with s147(4) of the Act. In each case, the apology must be unreserved and reference that Cr Kerr has engaged in misconduct by breaching the standards of conduct set out Schedule 1 of the *Local Government (Governance and Integrity) Regulations 2020*.

142. Pursuant to s147(2)(a) of the Act, the Arbiter directs Cr Kerr to make a **written apology**, on her public Facebook page (the same page as used in the Allegations), to her fellow Councillors for the discourteous, disrespectful and offensive comments about them she posted on:

i. her Facebook page posted on 17 October 2023;
ii. her Facebook page, posted on 18 October 2023, regarding the 17 October 2023 meeting;

iii. her Facebook page posted on 19 October 2023; and
iv. her Facebook page posted on 27 November 2023.

The apology must be unreserved and reference that Cr Kerr has engaged in misconduct by breaching the standards of conduct set out Schedule 1 of the *Local Government (Governance and Integrity) Regulations 2020* and be made **prior to** the Council meeting at which this decision (and statement of reasons) is tabled in accordance with s147(4) of the Act.

143. Pursuant to s147(2)(a) of the Act, the Arbiter directs Cr Kerr to make a **written apology**, on the Keilor Downs Residents Facebook page, to Cr Rasic for the disparaging and disrespectful comments about her she posted on the Keilor Downs Residents Facebook page on 16 December 2023, which apology must be unreserved and reference that Cr Kerr has engaged in misconduct by breaching the standards of conduct set out Schedule 1 of the *Local Government (Governance and Integrity) Regulations 2020* and be made **prior to** the Council meeting at which this decision (and statement of reasons) is tabled in accordance with s147(4) of the Act.

144. Pursuant to s147(2)(a) of the Act, the Arbiter directs Cr Kerr to make a **written apology by letter** sent to the Councillors of Greater Dandenong for her offensive and disrespectful comments about the Greater Dandenong City Councillors on the "Community Hub for Keilor" Facebook page on 4 December 2023 suggesting that they are "*Labor lowlife crooks*" and "*scum*", which apology must be unreserved and reference that Cr Kerr has engaged in misconduct by breaching the standards of conduct set out Schedule 1 of the *Local Government (Governance and Integrity) Regulations 2020* and be made **prior to** the Council meeting at which this decision (and statement of reasons) is tabled in accordance with s147(4) of the Act.

145. Pursuant to s147(2)(b) of the Act, Cr Kerr **is suspended** for the period of three weeks which will commence on the day after this decision (and statement of reasons) is tabled in accordance with s147(4) of the Act.

146. Pursuant to s147(2)(e) of the Act, the Arbiter directs Cr Kerr to **attend training** (which could take the form of coaching) to increase her understanding of:

a. Brimbank Governance Rules and correct meeting procedure (at least one session);
b. how to prosecute her political opinions in a robust manner while meeting the Standards, in particular the need to be respectful of all people while engaging in political debate (at least monthly sessions over not less than three months);
c. the appropriate use of social media and the role and responsibilities of being a Councillor which is to include Council's standards and expectations for Councillor use of social media for at least the following:
    i. engaging in respectful debate in accordance with the Standards and handling of varying points of view on social media; and
    ii. examples of engaging in debate on social media that does and does not breach the Standards but still allows for robust public debate (at least one session).

The Council (through the Chief Executive Officer and/or Council officers) is to organise the above training (or coaching), which may be provided by one or more providers as appropriate, as soon as possible.

Reasons

147. Although invited to do so, neither party made any submissions on appropriate sanctions.

148. In reaching my decisions on appropriate sanctions I have considered the following matters:

a. The findings in this arbitration demonstrate a pattern of behaviour by the Respondent of using Council meetings and social media to engage in disrespectful behaviour towards her fellow Councillors.

b. Throughout these internal arbitration proceedings, the Respondent showed little insight into what is required of her to meet the Standards. She also showed little insight into the impact of her behaviour on her fellow Councillors or the reputation of the Council as an institution in the community. Her submissions indicated a belief that because she has not previously been called out for inappropriate behaviour or that what she says is "*her truth*", she can say what she likes. She also appears to have given little consideration to her position in the Brimbank community as a role model when posting about others calling them "*scum*", "*lowlife crooks*" and so on.
c. The Respondent gave the impression of being a passionate advocate for the causes she believes in, and this is to be commended. However, she needs to develop and hone her skills in robustly prosecuting her political opinions in a manner that also meets the requirements of the Standards. She also needs to better understand the Brimbank Governance Rules so that she can better take part in Council meetings. For these reasons, I consider it necessary for Cr Kerr to undertake the training specified.
d. I believe that a three-week suspension will provide an appropriate length of time for Cr Kerr to reflect on her behaviour.
e. I do not consider sanctions under ss147(2)(c) or (d) of the Act to be appropriate because I am not aware of any position representing the Council or chair of a delegated committee held by the Respondent.
f. The Arbiter has no power to direct the Respondent to take down the offending social media posts referred to in Allegations 5, 6, 7, 8, 10, 12, 16 and 17. However, while those posts remain in the public domain, they continue to constitute breaches of the Standards and could form the basis of future allegations of (serious) misconduct. I therefore recommend that the Respondent remove these posts from all social media platforms as soon as possible, if she has not already done so.

Dr Meredith Gibbs
Legal Member

Date: 30 May 2024

ARBITRATION PURSUANT TO DIVISION 5, PART 6 OF THE

***LOCAL GOVERNMENT ACT* 2020**

Internal Arbitration Process

Brimbank City Council IAP 2024-5

Applicants:	Councillors Ranka Rasic (Mayor), Jae Papalia, Jasmine Nguyen, Sam David and Sarah Branton
Respondent:	Councillor Virginia Tachos
Arbiter:	Ms Sarah Fowler
Date:	31 May 2024

DETERMINATION

Pursuant to s147(1) of the Local Government Act 2020 (the Act) the Arbiter makes a finding of misconduct against Cr Virginia Tachos in relation to this Application.

Pursuant to s 146(2), Cr Tachos is directed to make a formal apology to Council regarding the proven misconduct in this Decision and attend training on the appropriate use of social media by a local government representative.

SUMMARY OF ALLEGED MISCONDUCT AND FINDINGS

1. The Application listed 10 allegations of misconduct, in a disjointed, random and sometimes incomplete or inaccurate manner. In short, it is alleged the Respondent breached sections 3.1 and/or 3.4 of Brimbank City Council's *Councillor Code of Conduct* (the Councillor Code of Conduct) in:

    a. comments the Respondent allegedly made regarding fellow Councillors (**Allegations 1** and **9**) and directly to Cr Rasic (**Allegation 6**) during and following the mayoral vote at the Council meeting on 17 November 2023 (the Council Meeting);
    b. an email the Respondent sent to the CEO and all Councillors on 18 November 2023 regarding perceived procedural irregularities at the Council Meeting (**Allegation 2**);
    c. two comments made by the Respondent in the comments thread to a Facebook post by Cr Maria Kerr on 18 November 2023 regarding the outcome of the mayoral vote (**Allegations 3** and **4**);
    d. one comment made by the Respondent in the comments thread to a Facebook post by Brimbank Community Action Group dated 21 November 2023 regarding the outcome of the mayoral vote (**Allegations 5** and **7**);
    e. one comment made in the comments thread to an unidentified Facebook post (undated) (**Allegation 8**); and
    f. a Facebook post on the Councillor Virginia Tachos page dated 27 November 2023 (**Allegation 10**).

2. I find the Respondent engaged in misconduct by breaching:

    a. Section 3.1 of the Councillor Code of Conduct when at the Council Meeting, she:

        i. referred to her fellow Councillors as "rats" (**Allegation 1**); and
        ii. shouted at Cr Rasic, called her "shallow" and swore in the public gallery (**Allegations 6** and **9**).

    b. Section 3.4 of the Councillor Code of Conduct in that she brought discredit on Council when she:

        i. made sweeping statements on social media, implying Council tolerates and ignores inappropriate behaviours experienced by Councillors, when, by her own admission, she chose not to raise her concerns through the processes available to her in Section 7 of the Councillor Code of Conduct (**Allegations, 4, 5/7** and **10**); and
        ii. stated on social media that Council ran a "fake process" for the mayoral election (**Allegation 8**).

3. The Respondent is directed to:

    a. make a formal apology to Council regarding her proven misconduct summarised in paragraph 2 (at the first Council Meeting following her return from a leave of absence scheduled to be completed in late June 2024); and
    b. attend training regarding the appropriate use of social media by a local government representative.

REASONS FOR DECISION

The Application

4. The Application, dated 20 December 2023, alleges the Respondent breached Sections 3.1 (Treatment of others), 3.4 (Counsellor must not discredit or mislead Council or public) and/or 5.7 (Occupational health and safety) of Brimbank City Council's *Councillor Code of Conduct*.

5. Sections 3.1 and 3.4 of the Councillor Code of Conduct reflect Clauses 1 and 4 in Schedule 1 of the *Local Government (Governance and Integrity Regulations) 2020 – Standards of Conduct* (the Standards). The Act limits the jurisdiction of an arbiter to any breaches of the prescribed Standards (s 141(1)). This decision will therefore only consider whether the alleged conduct has breached Standards 1 and 4 (sections 3.1 and 3.4 of the Councillor Code of Conduct, respectively).

> ***3.1 Treatment of others***
> *A Councillor must, in performing the role of a Councillor, treat other Councillors, members of Council staff, the municipal community and members of the public with dignity, fairness, objectivity, courtesy and respect, including by ensuring that the Councillor:*
>
> *(a) takes positive action to eliminate discrimination, sexual harassment and victimisation in accordance with the* Equal Opportunity Act *2010; and*
>
> *(b) supports the Council in fulfilling its obligation to achieve and promote gender equality; and*
>
> *(c) does not engage in abusive, obscene or threatening behaviour in their dealings with members of the public, Council staff and Councillors; and*
>
> *(d) in considering the diversity of interests and needs of the municipal community, treats all persons with respect and has due regard for their opinions, beliefs, rights and responsibilities.*
>
> ***3.4 Councillor must not discredit or mislead Council or public***
> *In performing the role of a Councillor, a Councillor must:*
>
> - *ensure that their behaviour does not bring discredit upon Council; and*
> - *not deliberately mislead Council or the public about any matter related to the performance of their duties.*

6. The Applicants nominated Cr Rasic as their representative for the Application.

7. The Application listed 10 alleged breaches of the Standards (detailed below), and appended:

   a. screenshots from social media feeds (extracts only);
   b. a Channel 31 recording of the Council meeting on 17 November 2023;
   c. a mobile phone video recording of an exchange between Cr Rasic and the Respondent at the Council meeting on 17 November 2023; and
   d. links to Star Weekly newspaper articles.

8. In some instances, the supporting documentation attached to the Application was either insufficient or inaccurate. Throughout the Arbitration process, I requested additional supporting evidence and/or explanation regarding the Allegations. This is detailed throughout this Decision, where appropriate.

9. It became apparent from the Respondent's written response and during discussions at the hearing that the Applicants had originally made an application regarding the alleged misconduct of two Councillors in one application but had been informed by the Principal Councillor Conduct Registrar that the applications would need to be separated. This may in part explain the disarray of the Application and why it took some untangling during the Arbitration process.

Arbitration Process

10. I was appointed as arbiter to this matter by the Principal Councillor Conduct Registrar on 2 April 2024, and introduced to Brimbank City Council's Councillor Conduct Officer via Teams on 8 April 2024. At this handover meeting, I requested additional information from the Applicants, namely:

    a. the email from the Respondent to the CEO dated 18 November 2023 (referenced in **Allegation 2**); and
    b. the initial posts and full comments thread for the social media comments which form the substance of **Allegations 3, 4, 5** and **10**.

11. I met with Cr Rasic and the Respondent separately via Teams on the 23 and 24 April 2024, respectively to outline the arbitration process and provide them with an opportunity to ask any questions prior to the Directions Hearing. At that stage, I repeated my request to Cr Rasic to provide the additional information detailed in paragraph 10 above.

12. Cr Rasic provided the email requested in paragraph 10 on 29 April 2024 and stated she was still compiling the social media threads.

13. The Directions Hearing for the Application was held online on 29 April 2024. The resulting Directions were as follows.

    a. The hearing was scheduled for Monday 13 May 2024 at Keilor Community Hub.

    b. The Applicants were asked to provide the following information to the Councillor Conduct Officer (for provision to the Arbiter and Respondent) by Monday 6 May 2024.

        i. Regarding Allegation 1, the timings in the Channel 31 recording where the Respondent was alleged to have made the comments referenced in Allegation 1.
        ii. Regarding Allegations 3, 4, 5 and 10, the initial Facebook posts and all relevant commentary to the posts.

    c. The Respondent was asked to provide the following information to the Councillor Conduct Officer (for provision to the Arbiter and Applicants) by Monday 6 May 2024.

        i. A written response to each Allegation in the Application.

ii. Any supporting documentation to her written response, including any witness statements.

d. The Applicants and Respondent were both asked to provide the following information to the Councillor Conduct Officer (for provision to the Arbiter and other party) by Monday 6 May 2024.

a. The names and contact details for any witnesses they intended to call at the hearing, and a summary of the evidence the witness will provide.
b. The names and contact details for the support person they intend to accompany them to the hearing (if any).

14. On 7 May 2024, the Councillor Conduct Officer forwarded me the Respondent's written response which included the following attachments:

a. witness statements from Neil Hunichen, Bruce Lancashire, Maria Kerr, Victoria Borg, Dianne Cappelli, Jenny Isa and Mark Jekic; and
b. various emails between the Respondent and Council officers, including the CEO and Councillor Conduct Officer.

15. The Respondent indicated she did not intend to call any witnesses at the hearing and nominated a support person.

16. On the same day, the Councillor Conduct Officer also forwarded me the following additional information provided by the Applicants:

a. a Facebook post by Maria Kerr dated 18 November 2023 and its comments thread;
b. a Facebook post by Brimbank Community Action Group dated 21 November 2023 and its comments thread;
c. witness statements from Rebecca Plieger, Uros Rasic and Cr Jae Papalia;
d. emails relating to a variety of different issues including reminders of Councillor Code of Conduct obligations, media protocols and a "Working Together" workshop; and
e. various screenshots of social media posts titled "Cr Tachos performing duties".

17. The Applicants did not provide the timings in the Channel 31 recording of the Council meeting as directed (see paragraph 13(b)(i)).

18. Cr Rasic indicated she intended to call Rebecca Plieger, Uros Rasic, Jae Papalia and Georgina Papafotiou as witnesses at the hearing.

19. The hearing was held on 13 May 2024 as scheduled. Only Cr Jae Papalia was called as a witness by Cr Rasic.

20. The hearing was conducted in three parts.

a. **Allegations 1, 6 and 9** relating to the events at the Council Meeting on 17 November were heard together first. Cr Rasic made oral submissions on behalf of the Applicants and called Jae Papalia as a witness. The Respondent cross-examined Cr Papalia. The Respondent then provided her oral response to these Allegations and Cr Rasic exercised her right of reply.

b. **Allegation 2** relating to an email sent by the Respondent to the CEO and all Councillors on 18 November 2023 was heard next, with both parties providing oral submissions.
c. The remainder of the allegations - **Allegations 3-5, 7,8 and 10** - were then heard together as they all relate to alleged comments by the Respondent in social media or the local newspaper, Star Weekly.

21. As will be elaborated on in the discussion of **Allegations 7** and **8** below, there was some confusion regarding the substance of these two allegations. At the hearing, I asked Cr Rasic to clarify them. Cr Rasic took my questions on notice and on 14 May 2024 provided additional supporting evidence in the form of screenshots from a Facebook comments thread (undated). These were provided to the Respondent and her response to them was provided to me via the Councillor Conduct Officer.

22. Further, during the hearing, Cr Rasic stated there were Council officers present at the Council Meeting who witnessed the comments in **Allegations 1, 6** and **9**, but she had been told by the CEO that she could not call them as witnesses as they need to remain impartial. On 15 May 2024, I submitted a request to the CEO (via the Councillor Conduct Officer) for any contemporaneous notes or records made by the CEO or other Council staff regarding the Council Meeting on 17 November 2023, in particular any notes or records relating to the conduct of the Respondent.

23. On 22 May 2024, the CEO responded denying my request for these documents. I responded to her email on 23 May 2024 explaining that my request would not impact the impartiality of Council officers as the documents were being requested by me as the arbiter, and not either party to support their arguments. I asked whether this would change her mind on providing the documents. She responded on 30 May 2024, maintaining her position and denying my request.

Allegations 1, 6 and 9 – Council Meeting on 17 November 2023 (the Council Meeting)

24. **Allegations 1, 6** and **9** allege breaches of the sections 3.1 and 3.4 of the Councillor Code of Conduct by the Respondent during, and following, the mayoral vote at the Council Meeting on 17 November 2023 (the Council Meeting).

Allegation 1

25. In **Allegation 1**, the Applicants allege the Respondent breached section 3.1 of the Councillor Code of Conduct by making comments during the Council Meeting including:

a. “scraping the bottom of the barrel”, “getting desperate”, “betrayal”; and
b. comments alleged to be “unkind and unprofessional” references to Cr Branton’s extended absence due to illness, such as “not turning up all year”.

26. The Applicants provided the following supporting evidence:

a. a Channel 31 recording of the Council Meeting; and
b. witness statements by a former Council officer, Rebecca Pielger, and Cr Jae Papalia.

27. Cr Papalia was also called as a witness at the hearing.

28. I have viewed the Channel 31 recording of the Council Meeting. The Councillors microphones were muted unless activated by a speaker, so I was unable to make out any comments by the Respondent. I watched her closely in the video and could see she was speaking in the direction of Cr Kerr while Cr Rasic was changing into the mayoral robes following her election as Mayor, but as there was no audio, I could not discern what she was saying.

29. Cr Rasic concedes she did not hear any of the alleged comments personally. She says the comments were overheard by Council officers but that she could not call them as witnesses as the CEO had advised her that attending an arbitration as witnesses would jeopardise their impartiality.

30. Rebecca Pielger, a former Council staff member, provided a written statement saying she "felt uncomfortable" at the Council Meeting because of comments being made by the Respondent and Cr Kerr. She stated that the Respondent and Cr Kerr were "mumbling under their breath and making glances to other Councillors during the meeting" and that she found the behaviour to be "disrespectful". She says she could not recall the exact comments but that "they were suggesting the election was a farce and they were singling out Councillors for how they voted".

31. Cr Papalia testified that the Respondent specifically made comments across the room to Cr Kerr regarding "rats in the ranks" and Councillors "needing RATs tests".

32. At the hearing, the Respondent admitted she made comments about "rats" but said she was referring to a film called "Rats in the Ranks" and in a separate discussion, expressed concern about whether Cr David had taken a Rapid Antigen Test (RAT) as he wore a mask to the meeting, and she suspected he may have Covid-19. Cr Papalia maintained that that was not her interpretation of the Respondent's comments about "rats".

33. Otherwise, the Respondent denies making any of the alleged comments. In her written response she noted this Allegation "has also been used in another Arbitration for another Councillor Colleague" (presumably the Councillor included on the initial joint Application before it was separated out, as discussed in paragraph 9). This was supported by the witness statement of Bruce Lancashire who stated that the allegation was a "cut and paste" of an allegation against another Councillor.

34. Crs Lancashire, Borg and Kerr all provided written statements that they were present at the Council Meeting and did not hear the Respondent make the alleged comments.

35. As Cr Rasic did not personally hear any of the comments, she conceded she could not say which of the alleged comments the Applicants submit were made by the Respondent and which were made by the "other Councillor". Similarly, the witness statement provided by Rebecca Pielger does not specifically attribute comments to the Respondent. This is where the contemporaneous notes of Council officers could have been helpful.

36. For the most part, **Allegation 1** is denied by the Respondent and not supported by the Applicants' evidence.

37. The only evidence regarding specific comments made by the Respondent came from Cr Papalia regarding Councillors being "rats", during the hearing. These comments were not referenced in the Application, and do not fit within the initial scope of **Allegation 1** as they are quite distinct from the alleged comments, namely:

    c. "scraping the bottom of the barrel", "getting desperate", "betrayal"; and

d. comments alleged to be "unkind and unprofessional" references to Cr Branton's extended absence due to illness, such as "not turning up all year".

38. However, I cannot disregard this evidence – particularly as Cr Papalia is one of the Applicants. I found Cr Papalia to be credible and measured in providing her evidence. Further, I find it implausible that the Respondent was making innocent and unrelated comments about "rats" in the politically-charged context of the Council Meeting.

39. I think it is more likely than not the Respondent did make comments implying some of her fellow Councillors were "rats". In doing so, she failed to treat her fellow Councillors with dignity, fairness, objectivity, courtesy and respect and therefore breached section 3.1 of the Councillor Code of Conduct.

Allegations 6 and 9

40. In **Allegation 6**, the Applicants allege the Respondent breached section 3.1 of the Councillors Code of Conduct when she "verbally abused" Cr Rasic at the Council Meeting calling her "fake", "shallow", "hiding under the robes" amongst other "nasty comments", resulting in the Respondent being "whisked away by her supporters".

41. In **Allegation 9**, the Applicants allege the Respondent breached sections 3.1 and 3.4 of the Councillor Code of Conduct when she made "multiple unfounded accusations… implying improper interference by external parties" in the election of the Mayor, including:

a. "Oh, I bet Natalie Hutchins is really happy, isn't she?";
b. "Why don't you go lap it up with your Labor buddies?"; and
c. "I'm not scared of you and what you're hiding behind those robes… Yeah Suleyman team and Hutchins…. they must be happy. I'll take you to the inspectorate."

42. I have decided to consider these allegations together as it became apparent at the hearing that these comments were all made in the same context, with the comments in **Allegation 9** leading to the comments in **Allegation 6**.

43. The Applicants provided the following supporting evidence:

a. a mobile phone video recording of an exchange between Cr Rasic and the Respondent at the Council Meeting; and
b. witness statements by Cr Jae Papalia and Cr Rasic's son, Uros Rasic.

44. Cr Papalia was also called as a witness for this Allegation.

45. The mobile phone video recording runs for 35 seconds and includes the following.

a. The Respondent can be seen in the public gallery pointing and speaking in a fast-paced, elevated tone to Cr Rasic (who was on the other side of the red rope) saying something indiscernible followed by "and respect other Councillors".
b. Cr Rasic responds by saying "You've put your hand up for 8 years and no one wants to vote for you, you should tap out of it."
c. The Respondent then responds, "is that the best you can do? Come on, Ranka"
d. Cr Rasic says, "I can do much better than that, trust me. You are terrible." She is then led away by another Councillor.
e. The Respondent then says, "Behind that veneer, you are shallow".

f. Another person (not on camera) says, “Good on you, Virginia. Stand up for yourself.”
g. The Respondent then says loudly and in an agitated tone, “I am going to stand up for myself. This is bullshit, and let the Inspectorate decide. Nice deal in the background. Good job.”
h. Cr Rasic then yells back to the Respondent from the other side of the room, “I am so happy that I am Mayor right now.”
i. The Respondent says, “yeah, twice Mayor but what have you done in last 12 months, Ranka? What have you done?”

46. In her oral submission at the hearing, Cr Rasic said that leading up to this video recording, the Respondent was shouting in the public gallery in her direction “about Hutchins and Suleyman being happy”. Cr Rasic approached her to ask if she was “OK”, and the Respondent kept “shouting” at her. She admits she said words to the effect, “You have put your hand up for 8 years and did not get support”. She said she was “regretful” and “apologetic” about this comment as it was “not normally something [she] would do”.

47. Cr Papalia’s evidence, provided in her witness statement and orally at hearing, is that while speaking to people in the public gallery, the Responded started shouting at Cr Rasic about “being a Hutchins supporter” and “something about Hutchins being happy”. She says Cr Rasic approached the Respondent to ask if she was “OK” but that the Respondent kept shouting at her. She said Cr Rasic said words to the effect, “you have put your hand up so many times” and the Respondent kept shouting at her. Cr Papalia says she walked Cr Rasic away from the Respondent but the Respondent “continued to abuse” Cr Rasic yelling words to the effect, “you are shallow”, “fake”, “you’ve got no respect” and “what have you achieved” and “is that all you got”.

48. Uros Rasic was not present at the Council Meeting and his statement does not include any direct evidence of what occurred in these Allegations. He only attested to Cr Rasic being “visibly shaken and distressed” after the Council Meeting.

49. The Respondent says she was “taunted, insulted and provoked” by Cr Rasic. She alleges Cr Rasic walked towards her when she was in the gallery talking with her supporters and said, “how does it feel to be a loser?” The Respondent admits she reacted emotionally to this, but that she cannot recall what she said as it was “highly charged and stressful after the mayoral vote”.

50. When asked directly by me whether she said any of the comments in **Allegation 9**, the Respondent denied the first two comments but said she “could have said something similar” to the comment:

> *I’m not scared of you and what you’re hiding behind those robes… Yeah Suleyman team and Hutchins…. they must be happy. I’ll take you to the inspectorate*

but she was “not sure” as she could not recall what she said.

51. The Respondent provided the following supporting evidence:

a. witness statements from Maria Kerr, Neil Hunichen, Victoria Borg and Mark Jekic; and
b. emails from Dianne Chappelli to CEO dated 23 November 2023 and Jenny Isa to Cr Tachos dated 24 November 2023.

52. The following is a summary of their evidence as it relates to **Allegation 6**.

a. Cr Kerr stated that she heard Cr Rasic say "How does it feel to be a loser" to the Respondent but that she then left the chamber and did not hear the Respondent's words after this.
b. Neil Hunichen stated that he heard Cr Rasic say to the Respondent, "I've now been the Mayor twice and you will never be a Brimbank Mayor" and that the Respondent "was then extremely frustrated and angry and responded with comments that I'm sure she now regrets".
c. Mark Jekic stated that the Respondent "only became upset after Mayor Rasic taunted her after the meeting, saying that Cr Tachos would never become Mayor".
d. Jenny Isa stated in an email to the Respondent that Cr Rasic "took aim" at the Respondent and said, "you have run for Mayor so many times, and that you will never be Mayor".
e. Cr Borg and Dianne Chapelli did not directly witness the interaction between Cr Rasic and the Respondent but says the Respondent told them later that Cr Rasic had said words to the effect "I've been a Councillor for 4 years and I've been Mayor twice and Deputy Mayor and you will never be Mayor."

53. None of the Respondent's supporting witness statements said anything relevant to **Allegation 9**.

54. At the hearing, I asked the Respondent whether Cr Rasic's comment discernible on the mobile phone video recording - "You've put your hand up for 8 years and no one wants to vote for you" - could be the comment she alluded to when she said Cr Rasic said "how does it feel to be a loser" and/or words to the effect "I've been a Councillor for 4 years and I've been Mayor twice and Deputy Mayor and you will never be Mayor." The Respondent maintains they were separate and additional comments.

55. There is insufficient evidence to determine whether Cr Rasic called the Respondent "a loser". The only witness to support this is Cr Kerr who is closely aligned with the Respondent and therefore not a reliable witness. None of the other witnesses referred to this statement.

56. It is more likely than not that all the various recollections of Cr Rasic commenting on the Respondent "never being Mayor" relate to the same comment captured on the mobile phone recording (ie. "You've put your hand up for 8 years and no one wants to vote for you"). This comment is certainly provocative, but the Respondent is responsible for her own behaviour, regardless of provocation. Further, the video recording shows that the Respondent was already pointing at Cr Rasic and speaking in a loud and agitated tone prior to this. Her behaviour then escalated into shouting and swearing from the gallery. She did call Cr Rasic "shallow" as alleged.

57. It is also more likely than not that the Respondent made comments regarding "Hutchins and Suleyman being happy" or some reference to an alleged deal being made between ALP-aligned Councillors and their supporters prior to the mayoral vote, because:

a. this aligns with her comment on social media in **Allegation 8**;
b. it is a dominant theme in her written response; and
c. she admitted at the hearing that she "she may have said something similar".

58. Generally, I consider comments regarding alleged "backroom deals" and political or factional alliances to constitute "robust political debate" and, as noted in section 3.5 of the Councillor Code of Conduct, the Standards are not intended to limit this. However, it was not appropriate

or respectful to shout these comments across a Council chamber directly at Cr Rasic, in a manner which made those present "uncomfortable" and escalated to a personal attack.

59. By shouting at Cr Rasic, calling her "shallow" and swearing in such an open and public forum, the Respondent breached section 3.1 of the Councillor Code of Conduct in that she was not treating Cr Rasic with dignity, courtesy or respect. However, I do not find that this behaviour breached section 3.4 as it did not bring discredit on Council, only on the Respondent herself.

60. At the hearing, Cr Rasic and the Respondent agreed to – and did – apologise to one another for their behaviour in **Allegation 6**. The Respondent also owes the Council a formal apology for her behaviour at the Council Meeting, as I have directed above.

Allegation 2 – the Respondent's email on 18 November 2023 (the email)

61. In **Allegation 2**, the Applicants allege the Respondent breached section 3.1 of the Councillor Code of Conduct in an email she sent to the CEO (cc-ed to all Councillors and some Council officers) on 18 November 2023 (the email). Both parties provided the email as evidence. The email reads:

> *Dear CEO*
>
> *Could governance procedures please be provided around Formal apologies for illness being relinquished and procedural motions to extend time for the mayoral that was in everyone's diary to start at 6pm.*
>
> *Kind regards*

62. The Applicants allege the email was referring to Cr Sarah Branton, who was initially an apology for the meeting but ultimately did attend the meeting. The Applicants stated in the Application, "it was discriminatory that a Councillor would attempt to use illness as a reason for another Cr may have not performed my duties correctly [sic]". Cr Rasic clarified in her oral submissions that the Applicants allege that by sending this email, the Respondent was not treating Cr Branton with dignity and respect.

63. The Respondent says she was seeking clarification following two perceived procedural irregularities at the previous evening's Council meeting, namely:

    a. Councillors were advised via email from the CEO at 4pm that Cr Branton was an apology for the meeting, however she attended the meeting (email provided by the Respondent in support); and
    a. Cr David was late for the meeting and the mayoral vote was delayed to wait for him notwithstanding quorum had been reached.

64. The Applicants also provided the CEO's response to this email dated 21 November 2023 in which the CEO stated she was satisfied "the meeting was conducted in accordance with Governance Rules 2023". At the hearing, the Respondent said she was "wholly satisfied" with the CEO's response.

65. The email does not breach section 3.1 of the Councillor Code of Conduct. It is reasonable for a Councillor to seek clarification regarding perceived procedural irregularities from the chair of the meeting, in this case, the CEO. The motivation for sending the email may not have been as pure in intent as the Respondent contends but there is nothing in the content or wording of

the email which indicates the Respondent was treating Cr Branton with a lack of dignity or or respect.

Allegations 3 to 5, 7, 8 and 10 – comments in media/ social media

66. The remaining Allegations all relate to comments made by the Respondent on social media and/or in the local newspaper, the Star Weekly.

67. In her written response, the Respondent submitted the following:

> *We were given legal advice briefing by Maddocks solicitors by former Brimbank CEO Helen Morrissey that social media posts are not covered by either the LG Act or Councillors Code of Conduct and are civil matters.*

68. This view was reflected in the witness statement of Bruce Lancashire appended to the Respondent's written response, in which he said:

> *I can state that in the previous term of Council we were advised by the then CEO Helen Morrissey that in accordance with legal advice from Maddocks solicitors made in social media are not covered by either the LG Act or Councillors Code of Conduct.*

69. I interrogated this notion with the Respondent at the hearing. She conceded that she does not interpret this as meaning Councillors "have latitude to say whatever they want" on social media; that "the Standards have to be adhered to" but gave a confounding explanation that there was "no mechanism in the Act to raise issues about social media".

70. I have not seen the advice provided by Maddocks so I cannot comment on whether this is an accurate representation of the advice they provided, an oversimplification or a complete misrepresentation. Regardless, this interpretation of the Act is incorrect, no matter how it originated. Put simply, comments on social media can breach the Standards and clearly and unambiguously come within the purview of the Act and the Councillor Code of Conduct. I therefore intend to pay this argument no further heed in this Decision.

71. The Council is encouraged to provide a supplementary briefing to all Councillors on the expectations of their conduct online and on social media.

Allegations 3 and 4

72. **Allegations 3** and **4** relate to Comments the Respondent made in the thread to a Facebook post by Cr Maria Kerr dated 18 November 2023 expressing her discontent regarding the outcome of the mayoral vote at the Council Meeting.

73. In **Allegation 3**, the Applicants allege the Respondent breached sections 3.1 and 3.4 of the Councillor Code of Conduct by commenting that "bullying is getting worse with the same labor [sic] identities, ex councillors, ex MP staff". In the Application, the Applicants say the Respondent "is attacking and making false allegations that are baseless and defamatory".

74. In **Allegation 4**, the Applicants allege the Respondent breached sections 3.1 and 3.4 of the Councillor Code of Conduct by commenting that "governance and management turn a blind eye" and say that this provides "another example of [the Respondent] making false allegations against, staff, management and councillors at Brimbank on a public platform."

75. The Respondent's written response was that she was tagged in comments from a former Councillor and Mayor and was responding with her own "private opinion based on my own lived experience" and as a "private citizen". She maintains she was "experiencing significant bullying and harassment both leading up to, during and post Mayoral election" and that when she tried to raise concerns with Council she was told "they cannot get involved with political dynamics or issues of Councillors".

76. As noted by the Respondent in her written response, the Application only appended extracts of the social media feed to the Application which made it difficult to determine the context of these comments. After reviewing the full post and comments thread, the following depicts more accurately how these comments unfolded.

> *[**former Councillor and Mayor**]:…. **Virginia Tachos** continues to be a councillor "mobbed" by a political grouping with actors inside and outside Council. It hasn't changed in 8 years.*
>
> *Virginia Tachos: [**former Councillor and Mayor**] nothings changed and the governance and management turn a blind eye*
>
> *…*
>
> *[**former Councillor and Mayor**]: **Virginia Tachos** it's an absolute disgrace that it has been allowed fester this long*
>
> *Virginia Tachos: [**former Councillor and Mayor**] the bullying is getting worse with same labor identities, ex councillors, ex MP staff. Needs a full investigation*
>
> *[**former Councillor and Mayor**]: **Virginia Tachos** it needs full exposure if it is ever to be sorted*

77. It is curious that the allegations are not presented in the order they appear in the social media feed. It is also interesting that they are presented as two separate allegations when they relate to the same conduct on the same comments thread. Where it makes sense to do so, I have considered these allegations together.

78. The Respondent did make the comments "bullying is getting worse with the same labor [sic] identities, ex councillors, ex MP staff" (**Allegation 3**) and "nothings changed and the governance and management turn a blind eye" (**Allegation 4**) as alleged.

79. The Respondent said she was commenting in her capacity as a "private citizen". I do not accept this argument. The Respondent is identified as a Councillor in the comment that prompted her comment, and her subsequent comments relate directly to her experience of being a Councillor. However, the question I need to consider for the purpose of determining whether the Standards have been breached is whether the Respondent was "performing the role of a Councillor" when making these comments. In *Lew v Blancher* [2023] VSC 604, Gray J concluded that:

> *"performing the role of a Councillor" is capable of applying to behaviour of a Councillor in communicating with members of the public about matters for decision before Council",*

including via social media.

80. The Respondent's comments do not relate directly to a "decision before Council" but rather to her alleged experience of "bullying" and the perceived failure of "governance and management" to deal with it. However, the comments do appear in the comments thread to a post by another Councillor who was communicating with members of the public about the outcome of the mayoral election. The election of a mayor is a Council decision. I am satisfied that given this context (and my observation above that the Respondent was commenting on her experience of being a Councillor) that the Respondent was "performing the role of a Councillor" when making these comments.

81. The question then turns to whether the comments breach sections 3.1 and/ or 3.4 of the Councillor Code of Conduct. When asked how the Applicants allege the Respondent breached section 3.1, Cr Rasic said they were "not true" and "disrespectful". She added that by not naming anyone in the comments, the Respondent was "bringing discredit" on the Council as a whole and therefore breaching section 3.4.

82. The Respondent stated that she did not name anyone in the comments; that they were "general comments", reflect the truth" and she was describing her own "lived experiences".

83. I am not satisfied that the comment in **Allegation 3** breaches section 3.1 of the Councillor Code of Conduct. On my reading, Section 3.1 requires some level of specificity in identifying to whom the alleged mistreatment has been directed. The Respondent did not name anyone directly, or otherwise identify them. The expression "same labor identities, ex councillors, ex MP staff" is broad and vague. Admittedly, those close to the sordid history of infighting on the Council may be able to identify these players, but most readers would not.

84. I am also not satisfied that the comment in **Allegation 3** breaches section 3.4 of the Councillor Code of Conduct as the allegation of "bullying" is broad and not directly (and exclusively) directed at Council. The Oxford English Dictionary defines "discredit" as "loss or lack of reputation or respect". I do not accept that such a broad comment results in a loss or lack of reputation or respect for Council.

85. I will now turn to considering the comment in **Allegation 4**. In response to her comment that "management and governance turn a blind eye", the Respondent said she had raised her concerns regarding "bullying" with the CEO and Council officers and been told:

    a. they could not get involved with disputes between Councillors; and
    b. her only option for addressing her concerns was through formal mediation or internal arbitration.

    She says no informal resolution mechanisms were offered to her. The Respondent provided a series of emails to support this claim.

86. She said at the hearing that she did not want to make an application alleging a breach of the Standards under section 7 of the Councillor Code of Conduct because:

    a. she had seen the "obscene" expense associated with "consultants", mediators and arbiters and did not want to "waste Council money" for this purpose; and
    b. she "did not have the emotional capital" for a "combative" process.

87. She said she resorted to using social media to air her grievances because she "had no one to talk to" and was quite "unwell" at the time.

88. On the evidence provided by the Respondent, she alerted the CEO and former Manager, Governance and Risk to her concerns regarding the conduct of Cr Rasic and "threatening behaviours" directed towards her and other Councillors by email on 31 October 2023. The Respondent did not provide any evidence of a response to this email and when asked about this at the hearing, said "nothing was followed through". The remainder of the emails provided by the Respondent are dated after she made the comment on Facebook on 18 November 2023.

89. If the Respondent's evidence is to be accepted, the CEO and Council officers did not respond to her concerns raised by email dated 31 October 2023 or take any action. I acknowledge that in subsequent responses to the Respondent's emails *after* the date of this comment, the Councillor Conduct Officer (on 21 November 2023) and the CEO (on 23 November 2023):

    a. informed the Respondent that the CEO has limited powers to intervene in disputes between Councillors;
    b. provided information regarding the requisite pathway for alleging a breach of the Standards (Section 7 of the Councillor Code of Conduct);
    c. offered support to the Respondent through the Employee Assistance Program; and
    d. made arrangements to enable the Respondent to attend future Council meetings online.

    However, no evidence was provided to indicate that any action had been taken by "management and governance" at the time she made the comment. The question is: does this constitute turning a "blind eye"?

90. I am not satisfied that the comment "nothings changed and the governance and management turn a blind eye" breaches section 3.1 of Councillor Code of Conduct. The comment is not inherently disrespectful or discourteous. However, I do find it to be a breach of section 3.4 in that it "brings discredit upon Council".

91. The comment implies that Council wilfully tolerates inappropriate behaviours such as "bullying" and could result in a loss or lack of reputation or respect for Council. Arguably, the CEO and Council officers could have done more to respond to the Respondent's email of 31 October 2023, however this does not necessarily mean Council generally tolerates these behaviours and "turn[s] a blind eye". It is clear on the evidence that efforts were taken to respond to the Respondent's concerns as those concerns escalated after the Council Meeting. Further, the Councillor Code of Conduct makes it clear that the onus is on a Councillor to seek resolution of their concerns, either:

    a. informally through direct discussion with the other Councillor or a discussion facilitated by another Councillor (Section 6); and/or
    b. by making allegations regarding a breach of the Standards (Section 7).

    Both processes require the Councillor to initiate the action. By her own admission, it was the Respondent's choice not to.

92. At the hearing, the Respondent said – "I apologise if I have in any way put Council in disrepute". As noted above, I have directed the Respondent to make a formal apology to Council for all proven misconduct in this Decision.

Allegations 5 and 7

93. **Allegations 5** and **7** relate to a Comment made by the Respondent in the comment thread to a Facebook post by Brimbank Community Action Group on 21 November 2023 regarding the outcome of the mayoral election at the Council Meeting.

94. In **Allegation 5**, the Applicants allege the Respondent breached sections 3.1 and 3.4 of the Councillor Code of Conduct by stating she "experienced, intimidations and discrimination" noting that these are "more false allegations posted to the general public."

95. In **Allegation 7**, the Applicants allege the Respondent breached sections 3.1 and 3.4 by making "comments which spread negative rumours and defame Councillors on social media", specifically in the following alleged quote from the Respondent.

> *I missed those two meetings because I've experienced bullying, intimidation and discrimination – it's not a safe workplace for me to attend in person anymore.*

96. Confusingly, the Application included links to two articles in the local newspaper, Star Weekly, as "supporting evidence" for **Allegation 7**. On review of the Star Weekly articles, one titled "Council Forum Fiasco" dated 23 October 2023 did not mention the Respondent at all. Further, neither article can be said to be "social media". Both of these issues were raised with Cr Rasic at the hearing. She took the questions on notice and in an email dated 17 May 2024, confirmed **Allegation 7** related to the above comment on social media (in paragraph 95). She also noted the following regarding the second Star Weekly article titled "Councillors feel unsafe" dated 28 November 2023.

> *The article quotes Cr tachos "not feeling safe on council" and the social media post screenshots I provided is where I presume the journalist had picked up the quote from and to provide more context on what Cr Tachos was alleging.*

97. Cr Rasic did not address the question of why the article titled "Council Forum Fiasco" (23 October 2023) was included as supporting evidence when it does not mention the Respondent.

98. On reviewing the social media feeds provided as supporting evidence by the Applicants it soon became apparent that **Allegations 5** and **7** relate to the same comment by the Respondent in the comments thread to a post by Brimbank Community Action Group on 21 November 2023. Part of this comment was quoted in **Allegation 7** (see paragraph 95). The full comment was in response to a resident's comment and said:

> *[**Resident's name**] well I absolutely support it and really appalled that what was posted here initially which I consider not only untrue but defamatory. I missed those two meetings because I've experienced bullying, intimidation and discrimination – it's not a safe workplace for me to attend in person anymore. I have now made alternative arrangements to ensure I do feel safe and can participate and represent my community. That's my context for non-attendance. I apologize to my community for not attending but they were the instructions of my doctor and I do have a certificate. Thank you.*

99. The Respondent says this comment was made in response to a resident's comments that the Respondent was not present to discuss or vote on a particular decision. She says she was explaining why she had not been present at those meetings and pointed to her apology to the community in the post for not attending. She said she was "experiencing illness caused by not feeling safe and extreme stress from the harassment and bullying and intimidation".

100. By making this comment the Respondent is clearly "performing the role of a Councillor" as she is "communicating with members of the public about matters for decision before Council" (*Lew v Blancher* [2023] VSC 60, see paragraph 79 above). However, I am not satisfied this comment breaches section 3.1 of the Councillor Code of Conduct as the Respondent does not specifically name or otherwise identify the alleged perpetrators of the alleged "bullying, intimidation and discrimination". In other words, it is not clear to whom the alleged mistreatment is directed.

101. For similar reasons to those I applied when deciding **Allegation 4**, I find the Respondent has breached section 3.4 of the Councillor Code of Conduct in that by making sweeping statements about experiencing "bullying, intimidation and discrimination" and Council not being "a safe workplace", she is bringing "discredit upon Council". These comments harm the reputation of Council, particularly as the Respondent has elected not to pursue the avenues available to her to seek resolution of her concerns.

Allegation 8

102. In **Allegation 8**, the Applicants allege the Respondent breaches sections 3.1 and 3.4 of the Councillor Code of Conduct by saying:

> *Last Mayoral election was a farce… I was told ALP were in overdrive ringing and talking people out of running – so that they were cleared the path for an ALP member Mayor. It came as a surprise to many who felt we'd been lied to and mocked through a fake process and on the day of the Mayoral vote a surprise to some, the person who said they were not interested – suddenly puts their hand up and gets elected/ appointed.*

103. The Application referred to the same two Star Weekly articles referred to in **Allegation 7** as supporting evidence. The above quote does not appear in either of the Star Weekly articles. This was raised with Cr Rasic at the hearing. Again, she took this question on notice and in an email dated 14 May 2024, sent through some extracted social media posts (not previously provided). In response to a follow up query from me asking whether the Star Weekly articles are relevant to this Allegation, she responded via email on 17 May 2024 to say that the supporting evidence to **Allegation 8** was an "administrative error" and "should have had the link to the two attached screenshots I sent as that is where the allegation came from".

104. The Respondent was "performing the role of a Councillor" in commenting on a Council decision, namely the election of the mayor. However, in all but one respect, I consider this comment constitutes "robust political debate".

105. The exception is that I find the statement that Council ran a "fake process" breaches section 3.4 of the Councillor Code of Conduct. There is nothing to indicate the mayoral election was "fake". In an email to the Respondent (and all Councillors) dated 21 November 2023, the CEO expressed her satisfaction that the mayoral vote was conducted in accordance with the Governance Rules 2023, and I accept that it was. It brings discredit on Council to state otherwise.

Allegation 10

106. In **Allegation 10**, the Applicants allege the Respondent has breached sections 3.1 and 3.4 of the Councillor Code of Conduct by posting the following on the Councillor Virginia Tachos Facebook page on 29 November 2023:

> *Zero tolerance for bullying, harassment, intimidation, defamation, nepotism, coercion discrimination and undue influence. Thank you to all who have reached out to me – im holding up because of your support and kindness. Everyone deserves to feel safe in their workplace. I will continue to do my job to represent you and fight for the best outcomes for this municipality. #communityfirst*
>
> *Adversity is the first path to Truth*

107. The Respondent says these are her "personal views" and she "stands by them".

108. Similar to my reasons regarding **Allegation 3**, I find this comment to be too broad to fall within the scope of section 3.1 of the Councillor Code of Conduct. It is not clear on the face of it to whom the Respondent's alleged mistreatment is being directed. However, in line with my reasoning regarding **Allegations 4** and **5/7**, I do find this comment to constitute a breach of section 3.4. The sweeping accusation of "bullying, harassment, intimidation, defamation, nepotism, coercion, discrimination and undue influence" brings discredit upon Council, especially as the Respondent elected not to take the resolution pathways available to her.

109. As a general comment, I note the Respondent says she was "under a lot of stress" and "unwell" during the period of these allegations (17 November to 29 November 2023) and that she is now benefitting from counselling provided through the Council's Employee Assistance Program. She apologised to Cr Rasic directly regarding her behaviour in **Allegation 6** and expressed remorse for anything she may have done to bring discredit on Council. It is for these reasons I have not contemplated more punitive sanctions. It is my sincere hope the Respondent will reflect on her actions and consider more productive ways to raise her concerns in the future than via social media, including through accessing the informal (and where appropriate, formal) resolution pathways available to her in the Councillor Code of Conduct.

Sarah Fowler
Arbiter

10 Public Question Time

11 Petitions

Nil.

12 Minutes/Reports Of Delegated Committees

Nil.

13 Officer Reports

13.1	**Final Drafts Council Plan Action Plan 2024-2025, Financial Plan 2024-2034 and Annual Budget 2024-2025**
Directorate	People, Partnerships and Performance Corporate Services
Directors	Georgie Hill and Mark Stoermer
Manager	Rachel Deans and Andrew Brae
Attachment(s)	1. Phase Two Community Consultation Report [**13.1.1** - 35 pages] 2. Final Draft Council Plan - Year Four Annual Action Plan 2024-2025 [**13.1.2** - 8 pages] 3. Final Draft Financial Plan 2024-2034 [**13.1.3** - 33 pages] 4. Final Draft Annual Budget 2024-2025 [**13.1.4** - 84 pages]

Purpose

For Council to consider adoption of the Final Draft Council Plan Action Plan Year 4 2024/2025, the Final Draft Financial Plan 2024-2034 and Final Draft Annual Budget 2024/2025.

Officer Recommendation

That Council:

a. Having considered the Phase 2 Community Consultation Report (at Attachment 1), adopts the Final Draft Council Plan Annual Action Plan (Year 4) 2024/2025 (at Attachment 2).

b. Having considered the Phase 2 Community Consultation Report (at Attachment 1), adopts the Final Draft Financial Plan 2024-2034 (at Attachment 3).

c. Having considered the Phase 2 Community Consultation Report (at Attachment 1), adopts the Final Draft Annual Budget 2024/2025 (at Attachment 4) and;

i. Sets the rate in the dollar (Capital Improved Value (CIV)) for 2024/2025 at:

Class of Land	(CIV)
Residential properties	**0.17465**
Residential flats/units' properties	**0.17465**
Commercial/industrial properties	**0.36870**
Vacant land properties	**0.36422**
Commercial/industrial vacant land properties	**0.59708**
Retirement village properties	**0.16270**
Farm properties	**0.14927**

Cultural and recreational land properties	**0.18435**

ii. Sets the Municipal Charge for each rateable property at $84.00

iii. Sets Service Rates and Charges for 2024/2025 at:

Service Charge Type	Rate ($)
Public Amenities Cleansing Levy	**91.75**
80 Litre Environmental Charge	**231.54**
140 Litre Environmental Charge	**379.14**
240 Litre Environmental Charge	**675.83**
140 Litre Green Waste Charge	**99.26**
240 Litre Green Waste Charge	**110.97**

d. Notes that as part of the budget process additional information has informed changes to operating income/expenditure and the schedule of fees and charges. The net effects result in an immaterial change in the budget position.

e. Authorises the Chief Executive Officer to give public notice of the decision to adopt the Final Draft Council Plan Action Plan Year 4 2024/2025, Final Draft Financial Plan 2024-2034 and Final Draft Annual Budget 2024/2025.

f. Writes to submitters thanking them for their submissions on the Final Draft Council Plan Action Plan Year 4 2024/2025, Final Draft Financial Plan 2024-2034 and Final Draft Annual Budget 2024/2025.

Background

'Together We are Brimbank' is an integrated plan that describes the Council Plan 2021-2025, Community Vision 2040, and Municipal Public Health and Wellbeing Plan. Adopted on 19 October 2021, 'Together We are Brimbank' sets the four-year strategic direction for Brimbank City Council, whilst working towards the long-term Community Vision 2040 and the Municipal Public Health and Wellbeing priorities.

The *Local Government Act 2020* (*LGA 2020*) requires Council to develop a four-year Council Plan following a municipal general election. To ensure implementation of the strategic directions outlined in the Council Plan, an Annual Action Plan is developed and monitored.

Quarterly Council Plan Annual Action Plan reports are presented to Council and annual achievements are published in the Brimbank City Council Annual Report, in line with legislative requirements of the *Local Government Act 2020*.
Additionally, the *LGA 2020* states that a Council must:

- Prepare and adopt a budget for each financial year and the subsequent 3 years by 30 June each year – Section 94 (1)(a).
- Develop the budget and any revised budget in accordance with the financial management principles – Section 96 (1)(a).
- Develop the budget and any revised budget in accordance with its community engagement policy – Section 96 (1)(b).

In respect of the Financial Plan, the *LGA 2020* states a Council must:

- Develop, adopt and keep in force a Financial Plan in accordance with its deliberative engagement practices – Section 91 (1)
- Develop or review the Financial Plan in accordance with its deliberative engagement practices and adopt the Financial Plan by 31 October in the year following a general election – Section 91 (4).

Matters for Consideration

Final Draft Council Plan Annual Action Plan (Year 4) 2024/2025

The final draft Council Plan Annual Action Plan (Year 4) 2024/2025 (**Attachment 2**) outlines Council's commitment to 81 actions that contribute towards the implementation of 'Together we are Brimbank.' These actions further progress work towards the Council Vision, 'A transformed Brimbank that is beautiful, thriving, healthy and connected.'

No material changes to draft Council Plan actions have been made in response to community consultation.

Draft Financial Plan 2024-2034

The final draft Financial Plan is linked to Brimbank's objectives of providing high levels of appropriate services and a strong capital expenditure program (**Attachment 3**). It is developed to provide a long-term view of the resources that are expected to be available to Council and the proposed application of those resources over a 10-year period.

The Financial Plan is designed as a high-level summary document that outlines future planning of Council's financial resources. It outlines Council's objective of being financially sustainable in the short, medium and long-term to deliver on future projects and address challenges, while upholding strong financial management principles.

It is important to note, however, that Council faces several diverse and complex strategic financial challenges including:

- Maintaining services and managing growth at a level to meet community expectations while rates, being Council's main source of income, are capped in line with the Victorian Government's rate capping system
- The risk and liability that Council and the community face if Council does not invest in asset renewal at an adequate rate
- Continuing to provide an appropriate range of services to an evolving and changing community
- Climate change and the impact of the climate emergency
- Land contamination in areas of Brimbank and;
- Maintaining a sound financial position in light of these challenges.

The draft Financial Plan includes a 10-year forecast across the following key financial statements:

- Income statement
- Cash flow statement
- Balance sheet
- Statement of changes of equity
- Capital work statement
- Statement of human resources.

Final Draft Annual Budget 2024/2025

The final draft Annual Budget 2024/2025, at **Attachment 4**, provides for a total operating expenditure of $263.3 million and a capital works program of nearly $58.7 million. The budget includes a total rate increase of 2.75 per cent across all properties.

Shifting demographics, changes to Government policy, service model reforms, and ensuring social equity and access in a constrained financial environment, are creating pressure on the way services and infrastructure are funded and delivered. The preparation of the draft Annual Budget 2024/2025 has been influenced by the following external factors:

Rate Base: The Victorian State Government introduced a cap on rate increases in 2016/2017. The cap for 2024/25 has been set at 2.75%. This rate cap poses significant challenges to Council as it is set well below CPI.

State Government: The landfill levy payable to the State Government upon disposal of waste into landfill has increased from $6.59 million in FY2023/2024 to $7.61 million in FY2024/2025 and is included in Council's waste management budget.
The Fire Services Property Levy is a State Government levy, which is collected by Council on behalf of the State Government. This year the State Government increased the Fire Services Property Levy by 22%. All this revenue is collected for the State Government.

Legislative Changes: The Federal Budget delivered in 2021 announced increases in the Superannuation guarantee percentage for the 2021/22 financial year, moving the rate from 9.5% to 10.0%, and a further 0.5% increase, each financial year, until the rate reaches 12.0% in the 2025/26 financial year. These Superannuation guarantee percentage increases have been factored into the Draft Annual Budget 2024/25, and outer year figures.

Legislative changes have and will continue to have an impact on operating costs for many Council services. One example is the impact of traffic management planning accreditation and provision on Parks Services, which costs an extra $250,000 per annum.

Cost Shifting: As funding from the Federal and State Governments either lessens or remains the same, the 'gap' between the true cost of running Council services and the level of subsidy continues to grow. Grant revenue as a proportion of total revenue is budgeted to decrease from a position of 10.65% in 2023/2024 to 10.37% in 2024/2025.

Global influences: The construction industry relies on global supply chains for materials, equipment, and labour. Capital works costs have grown from 5% to 15% over baseline (FY2024 to FY2034 budget). This has increased the average annual spending from $3M (5% uplift) to $8.8M (15%uplift).

Climate Change: Impact of Climate Emergency is contributing to increased costs for many Council services. One example is Parks Services, where prolonged spring seasons result in greater vegetation growth and more frequent and severe storm events increase maintenance costs.

Borrowing Rates: The cost of borrowings is forecast to be significantly impacted by future interest rate movements. The current loan balance as at 30 June 2023 is $88.3m, where the majority of the balance is locked in at historically low rates of less than 2%. The projected 10year Treasury Corporation of Victoria Bond Rate is expected to reach 4.55%.

Community Expectations: Our community are at the heart of our work and drive our service provision. Over time we have seen an increase in expectations relating to the use of technology, and access to Council services online. This is having an impact on our technology infrastructure and systems that are ageing and in need of significant uplift.

2024/2025
Council will invest $263.3 million into operations. Our operational budget funds 76 diverse services ranging from arts and culture and maternal and child health to statutory planning and urban design.

The operational budget allocates $25.6 million for Waste Services, $13.9 million for Libraries, Arts and Culture and our Neighbourhood Houses and Community Centres, $6.5 million to deliver Maternal and Child Health services across Brimbank and $15 million towards our Leisure services (which includes the Brimbank Aquatic and Wellness Centre and Sunshine Leisure Centre).

Next year Council will spend an increased amount, $17.6 million, on Parks and Trees across the municipality in addition to:

- $4.6 million towards Environmental Sustainability and Conservation
- $10.7 million for Road Maintenance and Cleansing Services
- $6.5 million to deliver Maternal and Child Health services
- $3.4 million on Statutory Planning and;
- $2.6 million for Animal Management across Brimbank.

An investment of $58.7 million will be made into the capital works program in 2024/ 2025. Highlights include:

- $27.9 million on roads and drainage upgrades
- $5.2 million towards playgrounds, parks and gardens
- $2.1 million for walking and cycling paths to connect our city
- $18.8 million towards improvements to community facilities including sports and early learning facilities
- $0.9 million for a range of assets including $825,000 for library books
- $3.8 million for cyclical replacement of plant and vehicle fleet.

Changes to the draft Annual Budget:

As part of the budget process, additional information has informed changes to operating income/expenditure and the schedule of fees and charges. The net effects result in an immaterial change in the budget position. The budget surplus has increased by $0.037 million to $1.775 million.

Community Engagement

Phase 1

In November and December 2023, the first phase of community engagement was undertaken to inform the development of the Draft Council Plan Action Plan Year 4 2024/2025, Draft Financial Plan 2024-2034 and Draft Annual Budget 2024/2025.

A Phase One Community Consultation Report was tabled at the Council Meeting 16 April 2024.

Phase 2

The Phase 2 community engagement process was held from 18 April to 16 May 2024.

Council made the above documents available on the Your Say webpage. 55 written submissions were received.

In-person engagement activities connected with 94 people. This comprised five Pop-up consultations held at:

- Sunshine Market Place
- Brimbank Shopping Centre in Deer Park
- St Alban’s Square

- Watergardens Shopping Centre
- Keilor Village.

The Phase 2 Community Consultation Report June 2024 is included as **Attachment 1** to this report.

A petition signed by 380 people, regarding the sporting pavilions at J.R. Parsons Reserve was presented to the May 2024 Council meeting where it was referred to this consultation process.

Changes to the capital budget in response:

- The JR Parsons Football and Cricket Pavilion Project has been brought forward to Year 1 with an allocation of $400K to commence construction in 2024/2025.

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 to Council. This report and its attachments address the risks associated with demonstrating Council's commitment to the principles of sound financial management by developing a Budget that outlines the future planning of Council's financial outcomes, particularly in relations to key components such as rate levels, service levels to the community, major infrastructure asset replacement and renewal, loan borrowings and cash reserves.

Regulatory: legal, legislative or regulatory implications including the rights/obligations of stakeholders

- Yes - In respect of the Annual Budget, the *LGA 2020* provides a Council:
  - Must prepare and adopt a budget for each financial year and the subsequent 3 years by 30 June each year – Section 94(1)(a)
  - Must develop the budget and any revised budget in accordance with the financial management principles – Section 96 (1)(a)
  - Must develop the budget and any revised budget in accordance with its community engagement policy – Section 96 (1)(b)

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 strives to enhance services and liveability for the Brimbank community.

This report complies with Council Plan 2021-2025, *Local Government Act 2020* (*LGA 2020*), *Local Government (Planning and Reporting) Regulations 2014*, Australian Accounting Standards.

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

Draft Council Plan Action Plan 2024/2025, Draft Financial Plan 2024–2034 and Draft Annual Budget 2024/2025

Phase 2 Community Consultation Report

June 2024

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.



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Introduction

Brimbank City Council prepares a draft Annual Budget and Council Plan Action Plan each year. The 2024/2025 draft budget outlines our financial commitments towards the delivery of important services, programs and infrastructure.

The draft Council Plan Action Plan Year 4 outlines Council's commitment to over 80 actions that contribute towards implementing the 'Together We are Brimbank' Council Plan.

'Together We are Brimbank' describes the strategic directions and objectives that describe what Council is aiming for in order to achieve Council's vision for a transformed Brimbank that is beautiful, thriving, healthy and connected.



Strategic Direction	Strategic Objectives	
Strategic Direction: People and Community – A welcoming, safe and supported community – an inclusive place for all	**Wellbeing & Belonging** *Responsive services that support mental and physical wellbeing*	**Pride & Participation** *Community and cultural connections built through social and artistic expression*
Strategic Direction: Places and Spaces – Liveable and connected neighbourhoods that support healthy and sustainable futures – a green place for all	**Liveable & Connected** *Inviting and liveable spaces and facilities, connected so people can get around*	**Sustainable & Green** *Protect natural environments for current and future generations*
Strategic Direction: Opportunity and Prosperity – A future focused, transforming city where all have opportunities to learn and earn – a prosperous place for all	**Growing & Transforming** *Optimise community opportunities through infrastructure innovation and investment*	**Earning & Learning** *Everyone has access to education, training and lifelong learning to support their aspirations*
Strategic Direction: 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 & Responsive** *Community insights are valued to enhance connection and engagement with Council*	**High Performing & Accountable** *Our workforce strives to enhance services and liveability for the Brimbank Community*

This Report

This report presents the outcomes of a second phase community engagement process about the Draft Council Plan Action Plan 2024/2025, Draft Annual Budget 2024/2025 and Draft Financial Plan 2024-2034 that was held from 22 April to 18 May 2024.

This Community Consultation Report will be presented to Council, along with final versions of the three documents, at the Council meeting on 18 June 2024.

Community Consultation

Phase 1

Phase 1 community consultation, conducted in November and December 2023, provided Council with valuable insights and feedback from more than 120 community members about key priorities and needs in Brimbank, to inform the draft Council Plan Action Plan for Year 4 and Annual Budget.





The Phase 1 Report can be accessed here https://yoursay.brimbank.vic.gov.au/action-plan-budget-24-25

Phase 2

During April and May 2024, Phase 2 consultation was conducted. This included five 'pop-up' consultation sessions held at the following locations:

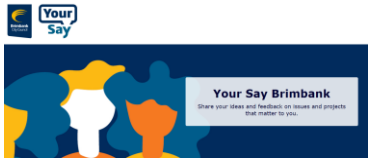
- Sunshine Market Place
- Brimbank Shopping Centre
- St Albans Square
- Watergardens Shopping Centre
- Keillor Village

Council connected with a total 94 community members who provided their thoughts and ideas on notes that were added to a central poster. Community members were also interested in feedback provided by others, generating discussions with Council Officers.





YourSay
Community members were invited to provide input through Council's YourSay page; 55 people provided responses.



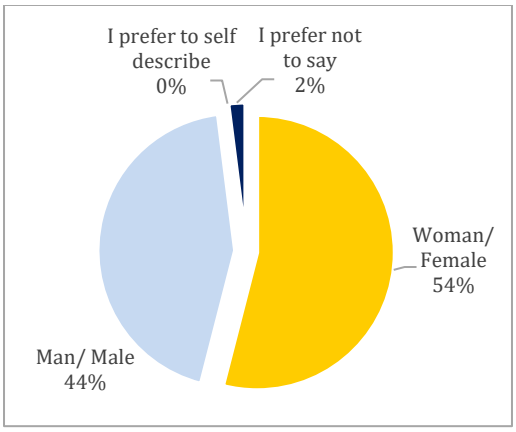
A petition signed by 380 people, regarding the sporting pavilions at J.R. Parsons Reserve was presented to the May 2024 Council meeting where it was referred to this consultation process.

Your Say Submitter Profile

By far, most submitters (92%) live in Brimbank, 8% work in Brimbank and 4% are connected through sport. (Note: six people did not provide a response)

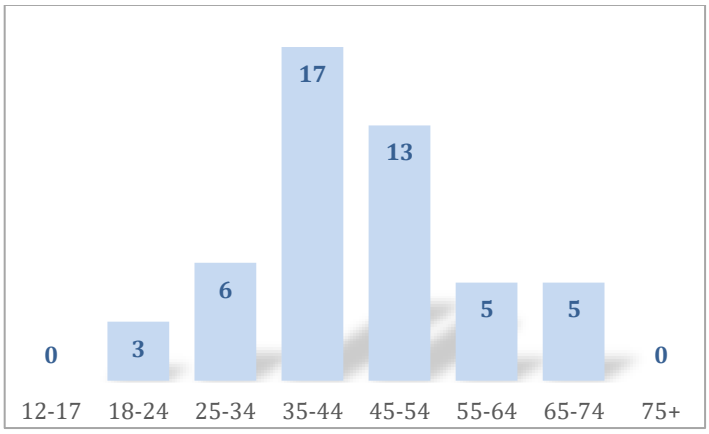
Identified Gender

Just over half of all submitters self-identified their gender as female. (Note: seven people did not provide a response).



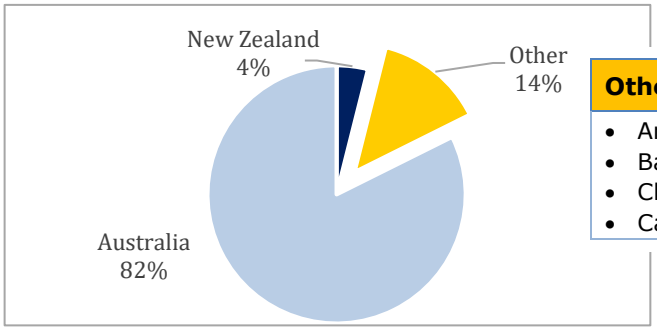
Age

Submissions were received from people aged between 18 to 74 years. (Note: ten people did not provide a response)



Country of Birth and Language

Australia was the main place of birth of submitters (82%).



Other countries	
• Argentina (1) • Bangladesh (1) • Chile (1) • Canada (1)	• Ethiopia (1) • India (1) • Vietnam (1) • Uruguay (1)

Nine people (16%) spoke a language other than English at home (Bangla, Bengali, Greek, Tamil, Spanish and Vietnamese)

Other submitter profile information

- Two people identified as LGBTQIA+
- Two people identified as Aboriginal or Torres Strait Islanders
- Eight people identify as a carer of someone with a disability and;
- Two people identified as having a disability.

Consultation Findings

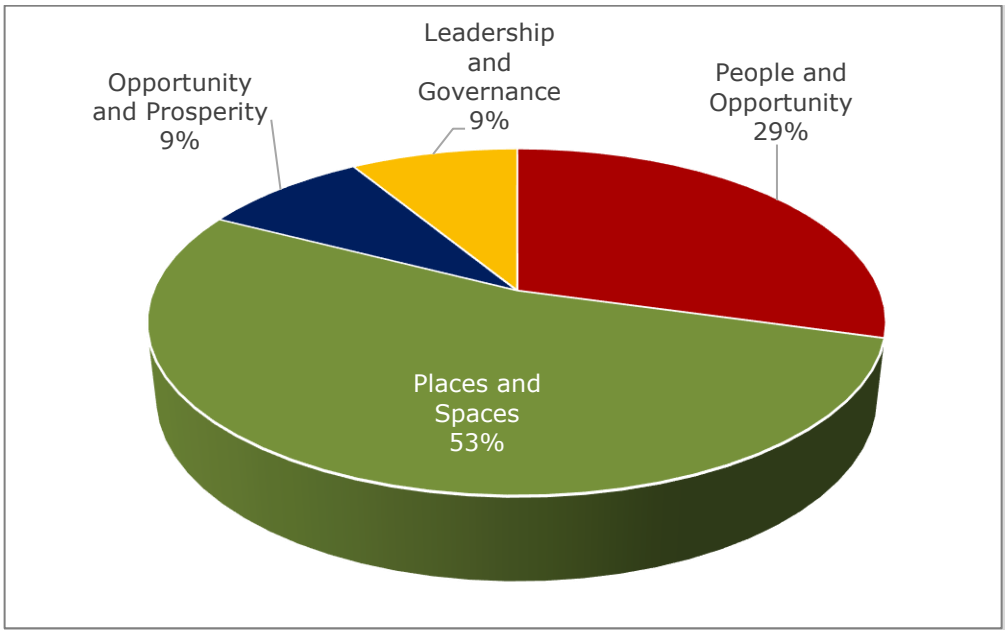
In total 149 people provided input, either adding a note with comments to the poster at a community 'pop-up' or providing a submission through Council's YourSay page.

Please Note:

- The full list of 'pop-up' comments is included as Appendix 1 and;
- A full account of all YourSay submissions and Council officer responses is provided in Appendix 2.

Information received has been themed and aligned to the Strategic Directions from Council's Together We Are Brimbank Council Plan.

The following diagram shows the percentage of comments and submissions per Strategic Direction.



The following section includes tables with themes grouped from 'highest to lowest' in relation to the number of people who prioritised the area. For example, as per the Strategic Direction: People and Community, 38 people identified Sporting Facilities as their key area of interest.

Council places significant importance on engaging with community and welcomes community perspectives and ideas regarding current and future priorities. During consultation in both phases community told us that they are not always aware of the diverse range of activities and programs delivered by Council. This report includes some of Council's initiatives and service activities that relate to the community themes, many of which are reflected in our Year 4 Council Plan Action Plan and Annual Budget 2024/2025.

Strategic Direction: People and Community

Themes	Responses
Sporting Facilities	38*
Community Safety	9
Community Activities and Events	8
Mental Health	6
Housing and Homelessness	4
Seniors Support	4
Support for people with a disability	2
Support for people with additional needs/at risk	2
Support for young people	1

*33 responses relate directly to JR Parsons Reserve Sporting Pavilions.

A petition about JR Parsons Reserve Sporting Pavilion, and signed by 380 people was also received.

Council's work

Council has allocated $14.65 million for **sports and recreation** capital works in 2024/2025. The sports pavilions at JR Parsons Reserve are a top priority in the Council's Sports Facility Development Plan. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. This is a change to the draft Budget that did not include funding for this project. The change responds to community feedback and confirmation that the project is ready to commence in 2024/25. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.

Council coordinates the strategic Safety and Wellbeing Partnership. The Partnership is a joint Council and Victoria Police initiative that brings together key local stakeholders to build and maintain a **safe and inclusive** community. Council also installed a CCTV system throughout Sunshine Activity Centre to increase perceptions of safety.
https://www.brimbank.vic.gov.au/living-here/our-wellbeing-and-safety/community-safety

Council's Neighbourhood Houses and Libraries provide a large range of **activities** and programs throughout the year, for all ages. Throughout the year, there are also a number of **events** for both the community and visitors to attend. Check these links for information.
https://www.brimbank.vic.gov.au/explore-brimbank/whatson
https://www.brimbank.vic.gov.au/explore-brimbank/learning-and-connecting

Council adopted the Mental Wellbeing Plan 2022-2024 to shape and strengthen strategies for improving **mental health** in the community. https://www.brimbank.vic.gov.au/media-release/media-release-mental-wellbeing-plan-shape-and-strengthen-mental-health-strategies

Council developed a **Homelessness** Implementation Plan in 2020 reflecting Council's commitment to support people in Brimbank without a home. Council also closely collaborates with police and support services through a 'Hotspots committee' to address safety concerns and provide assistance to people who are experiencing homelessness.

In January this year, Council engaged with **seniors**, people with **disability** and carers about ageing and disability supports in Brimbank. This process sought to identify what is most

important in supporting residents to live and age well in Brimbank and to inform future work. Council will allocate $5,317,000 towards 'aged and disability' programs in 2024/2025; an increase of $76,000 on 2023/2024.

Council's Youth Services work with schools to help **young people** with their mental health and well-being through counseling and other activities. Other programs offer positive recreational options for vulnerable young people through pop-up activations of spaces throughout Brimbank, with a focus on hot-spot areas linked to youth offending. The 'Community Services' budget will increase by more than $7m in 2024/2025. Community Services include Maternal and Child Health (MCH), Families and Children and Youth.

Strategic Direction: Places and Spaces

Themes	Responses
Parks and Gardens	17
Public Realm	10
Waste and Cleansing	9
Footpaths and Roads	8
Traffic Management and Parking	6

Council's work

The open space network in Brimbank includes 157 parks with playgrounds. In the last financial year, Council invested $7,527,000 in capital works in playgrounds, **parks** and **gardens**. Council is also working towards a 30% canopy cover and allocates $2 million annually to plant new trees in streets and parks.

Improving open public spaces and '**public realm**' is an important and continued focus for Council. In 2023/2024, this saw several projects delivered including upgrades to shared user paths and road cycle route connections (as part of Council's Cycling and Walking Strategy) and improvements to playgrounds, footpaths and roads.

Council delivered capital works for **road** and **footpath** projects to the value of $24.5m in 2023/2024. Works to footpaths is planned based on condition and road works are determined through Council's Road Rehabilitation and Surfacing Program. The budget allocation for Roads will increase to more than $5m for 2024/2025. Council also advocates for maintenance and upgrades to roads under the Victorian Government Department of Transport and Planning.

Council's Waste, Recycling and Litter Strategy includes 18 clear actions to promote sustainability, expand recycling, reduce dumping of rubbish and assist community to minimise **waste**. https://www.brimbank.vic.gov.au/about-council/how-we-work/policies-plans-and-strategies/strategies/waste-recycling-and-litter-strategy

Council has developed a **Parking** Strategy to establish a coordinated and transparent approach and policy basis for the provision and management of car parking across the municipality. https://www.brimbank.vic.gov.au/about-council/how-we-work/policies-plans-and-strategies/strategies/parking-strategy

Strategic Direction: Opportunity and Prosperity

Themes	Responses
Employment and Education	6
Planning and Regulations	4
Business Development	2

Council's work

Council's Neighbourhood Houses and Libraries Unit offer a range of programs that enable people to access both **employment** and **education** opportunities. Recent examples include hosting 'Apprenticeship Pathways' for young people; working with partners on women's employment opportunities in the construction industry; the 'Makers Market' project and facilitating Brimbank Learning Futures (BLF) to support re-engagement with education, training and employment.

Council is committed to the implementation of effective, timely and thorough **planning** processes to encourage sustainable growth and meet future demand. This includes land-use strategies, structure and strategic plans to inform future development. Council recently adopted the Housing and Neighbourhood Character Strategy, providing the basis for a future amendment to the Brimbank Planning Scheme.

Council's Economic Development Strategy is working to grow and support the local economy through **business development**, support and growth, investment attraction and facilitation and participation in employment and growth. Last year, Council facilitated business development programs attracting more than 350 attendees, delivered the 'Think Shop Buy Local' campaign to encourage people to shop locally and continued to support and promote the operation of iHarvest Co-Working Sunshine to provide a vibrant and affordable co-working location for start-ups, entrepreneurs, freelancers and business.

Strategic Direction: Leadership and Governance

Themes	Responses
Advocacy	10
Community Engagement	2
Tax and Rate Charges (Cost of Living)	2

Council's work

Council's Advocacy Plan 2023-2025 sets out key **advocacy** priorities for Brimbank. These include mental health, road infrastructure, addressing unemployment, housing and homelessness and parks. https://www.brimbank.vic.gov.au/about-council/transforming-brimbank/advocacy-initiatives/brimbank-advocacy-plan.

Recent advocacy initiatives has seen Council escalate the 'Fix the Calder' campaign https://www.brimbank.vic.gov.au/media-release/renews-fix-the-calder-call and continue a strong focus on 'Know the Facts on the Third Runway' https://www.brimbank.vic.gov.au/about-council/transforming-brimbank/advocacy-initiatives/know-facts-third-runway,

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. Recent work saw Council redevelop our **Community Engagement** Policy to guide best practice engagement and enable meaningful and genuine opportunities for community involvement. https://www.brimbank.vic.gov.au/about-council/how-we-work/policies-plans-and-strategies/policies/community-engagement-policy

Council launched Brimbank Community Voice which saw just under 300 people register to be part of this consultative panel. Working with Community Voice participants has enabled Council to gather important feedback on Council's overarching Community Engagement Policy; LGBTQIA+ Action Plan, Housing and Neighbourhood Character Strategies and the draft Council Plan Action Plan Year 4.

Appendix 1: 'Pop-Up' Comments

These comments were provided by community at 5 face to face sessions across Brimbank.

People and Community	Places and Spaces
Activities and Services to keep Seniors active and connected to the community	Advocate for funding for green spaces and Sydenham Park beautification
Activities for Families	Amenities, Parks and Roads
Activities for young people	Appropriate Tree Planting on nature strips
Advocating for Funding for Mental Health	Beautification of Sydenham
Community Safety **x 3 comments**	Brimbank Park Maintenance- Facilities after floods
Community Safety in Sunshine	Building/Planning Policy is too stringent & has an outdated covenant
Council to connect to VU students looking for work experience	Bus shelters along the Neil's Road bus stop in Deer Park
Disability Housing	Change the policy on tree planting For Parks and Gardens- Native trees are no good
Exercise Classes at the Library in Keilor and Sydenham	Cleaning of Parks and Gardens
Finance Hardship Support	Deciduous trees are too much work
Homelessness	Dumped Rubbish **x 2 comments**
Improve Community Safety	Dumped Rubbish in parks
Mental Health **x 3 comments**	Enforce local laws about noise
Community Safety in Sunshine	Follow up on cat curfews and animal registrations
Mini Library across the suburbs	Footpath Maintenance **x 5 comments**
More playgroups and activities for kids in Derrimut	Footpath Maintenance to be wheelchair friendly
More Policing Session	Footpath upgrades, Hertford Rd to Lynch Street
More Programs for the elderly	Go back to set hard rubbish collection
Guidance for Education of TAFE for Adults with a Disability	Graffiti **x 2 comments**
Support for Elderly	Green waste bins should be emptied weekly
Supporting Vulnerable people	Improve lighting in Sunshine Ave, dangerous for women
Supporting Vulnerable people/ rough sleeping	Introduce nature strip gardens
Volunteering	Invest in renewables
Youth Mental Health	More CCTV in dangerous areas
	More flowers and seating in parks, less grass
	More focus in suburbs outside of Sunshine
	More investment and more upgrades of neighborhood parks, not just flagship parks
	More Lights at Packard St Park
	More Park Improvements - tree planting and aesthetics
	More Parking **x 2 comments**
	New club rooms Keilor Tennis Club
	Old Sydenham Station building; turn into hub for training young people
	Park Access
	Park and Grass/Tree Maintenance **x 3 comments**
	Park Maintenance and Dumped Rubbish
	Potholes on Ballarat Road
	Road repairs and dips into Lambert St
	Sunshine Ave to St Albans Footpath include more drinking fountains, more bins and drinking fountains
	Taylor Rd needs to be doubled
	Traffic Lights in Keilor Village are dangerous for pedestrians
	Upgrade Alfrieda street

Opportunity and Prosperity	Leadership and Governance
Diversity of retail offerings @ Sunshine Plaza	Advocate Public transport
Housing affordability	Better public Transport Connections **x 2 comments**
More Activations on Alfrieda Street	Better public Transport Connections
More Community Events at Packard Park	Cheaper everything, rates and cost of living
More support for local business	Land Tax is too Expensive **x 2 comments**
More work opportunities	Public Transport Reform Keilor
Upskilling and education opportunities	Stop the Pokies in the west.

Appendix 2: Submissions and Officer Response Tables

Sub Number	Submission content	Council Officer Response
1.	1. ROADS AND FOOTPATHS IN GREEN SPACES -- Improving Accessibility in Public Green Spaces like Parks, Reserves, and Gardens is a crucial undertaking. Priority should be given to enhancing disability access in existing Parks and Reserves, such as Esplanade Reserve and Pioneer Park, which currently have incomplete pathways for wheelchair users or individuals relying on mobility aids. This limitation hinders seamless movement across these green spaces. For example, the entry path to Esplanade Reserve from Buckingham Street includes a mix of pebbles and concrete, presenting challenges for disabled individuals navigating from Victoria Rd to Buckingham Street. Similarly, the entry points to Pioneer Park, from Victoria Rd to Buckingham St, face similar accessibility issues, obstructing smooth passage for disabled visitors. 2. PARKS AND GARDENS -- It is imperative to prioritise the development of parks in Sydenham, encompassing Pioneer Park, Esplanade Reserve, and the Victoria Rd precinct. This area needs to be added to the list of developing Parks/gardens for Sydenham. Efforts should focus on establishing new exercise circuits and creating walking trails that seamlessly connect Esplanade Reserve to the Calder Highway along Victoria Rd. This initiative should be included in the budget as a new walking trail. While the budget consistently emphasises the development of parks and reserves in Taylors Lakes annually, attention must also be directed towards enhancing and beautifying parks in Sydenham. Pioneer Park, valued for its ecological significance as a natural reserve, currently lacks essential amenities such as BBQ facilities, drinking fountains, exercise paths, and gym equipment. It is overdue for upgrades and should be a priority in this year's budget. Establishing an exercise precinct in this area will significantly improve health and lifestyle advantages for the Brimbank community. At present people use Victoria Road (the actual road, walking in the middle of the road, as an exercise trail from The Sydenham Culvert, and as far up as they walk towards Calder Park). This shows a lack of design and creativity in the development of paths, exercise and wellbeing opportunities in the Sydenham area. It needs to be listed in the budget, as Sydenham has missed out on funding for many years. 3. Enhancing the Greenery and Aesthetic Appeal of Sydenham. The areas surrounding the entry points to Sydenham, beginning from the new bridge along Melton Highway (across from Liberty Petrol station, and extending towards Calder Drive), along with the nature strips, roundabouts, traffic islands, and other green spaces, are in need of imaginative landscape enhancements. Currently, these areas feature bare mud, dirt, and basic grass patches, which do not befit a suburb with such a profound historical legacy. Introducing innovative landscaping is crucial to elevate the visual allure of these entry points within the suburb. Additionally, the placement of a well-crafted historical sign at these entry points as one enters the suburb is essential to highlight Sydenham's historical significance. Information boards that narrate the stories of our historical landmarks are imperative, alongside the establishment of a walking trail that leads to Sydenham's historical sites.	1. To manage budget implications, Council delivers a range of gravel and concrete footpaths in reserves, reflective of frequency of use and the designation of parks under Creating Better Parks Policy 2016. Regarding paths, it is noted that the reserve is host to valuable native grasslands which are found across the site, limiting development of the site. While Council is aware of the community interest in formalising pathways in this reserve, and these will be considered when the reserve is next due for upgrade, when the constraints around native vegetation can also be considered. 2. Council aims to deliver upgrades to Brimbank's parks and reserves equitably across the municipality. Pioneer Park is a Neighbourhood Park, which typically contain a small playground, picnic tables, seating, and considerable tree planting. The addition of barbeque facilities in Neighbourhood Parks is not supported by Council's Creating Better Parks Policy. Decisions to upgrade are made on the basis of condition audits and asset lifecycle and changing demographic and community needs. Council plans to investigate park improvements to Sydenham Basin Reserve during 2024-25, to enhance urban greening, dog off leash facilities, and a pedestrian walking circuit, subject to feasibility studies and design development. Community engagement will form part of the process. The suggestions made in this submission will be considered as part of that process, which is subject to funding confirmation. The connection between Esplanade Reserve and the Calder Park drive is not currently listed as a route in the Brimbank Cycling and Walking Strategy. The Strategy is due for review and this route will be considered as part of the update. The aim of the Strategy is to make cycling and walking more attractive throughout the municipality and lays out a framework for a well-integrated strategic infrastructure network. Additionally in 2022 Council adopted the Creating Streets for People Policy which aims to improve the design of our streets to focus not only on vehicle movement but to also facilitate active travel choices. Since adoption of this policy, when streets are rehabilitated this policy provides guidance as to how this can be achieved. 3. The suggestions made in this part of the submission about the entry ways roundabouts, etc. to Sydenham, will be considered for future funding under the Council's gateways, parks and parks maintenance budgets. In planting street trees, Council must comply with offset requirements for lighting infrastructure, services and sight lines for vehicles, as well as other requirements set by VicRoads. Council has undertaken considerable tree planting to this area to date. Many of the areas that may be perceived as vacant for potential tree plantings are owned and managed by Watergardens Shopping Centre or other private properties, which Council cannot plant out.

<table>
<tr><th>Sub Number</th><th>Submission content</th><th>Council Officer Response</th></tr>
<tr><td>2.</td><td>Yes. I would like to submit a budget request to council on behalf of Western Chances to renew the funding grant to support our Scholarship Program. I have sent a PDF letter outlining this request alongside an acquittal report for our previous grant to Carol Ifkovich, Coordinator Enterprise Performance and Service Innovation as specified in this process and also to Lynley Dumble, Director Community Wellbeing.</td><td>In 2021 Brimbank increased its grant to Western Chances from $10,000 to $30,000 a year – a significant increase. The scholarship is a valued part of Brimbank's support for young people however there are many other important elements to our support that also require funding and reach a larger number of young people through training, networking, entrepreneurship, work experience and more.

The current Western Chances funding request is for $50,000 is out of step with the constrained or zero financial increases to other important organisations and programs.

Providing an additional $20,000 to Western Chances could result in cuts to other highly valued programs for our community. Should an additional $20,000 be made available through the budget process, there are many other internal or external programs that could put that money to good use supporting a large number of community members to develop study and career paths.</td></tr>
<tr><td>3.</td><td>Residents want to see greater investment in disability, sustainability, roads, rubbish, and services. This current plan seems no different from the last and none of these things were greatly improved in the past 12 months.

Much of the 'Together We Are Brimbank Plan' has been ignored and its objectives are yet to be achieved, particularly with regards to addressing isolation, loneliness, connection, mental health, physical health, and disability.</td><td>The Council Plan Action Plan and Budget balance community priorities, delivering legislative requirements and core services with financial sustainability.

Council has increased investment in the following areas for the 2024-2025 budget.

<table>
<tr><th>Service</th><th>23/24 Budget
$ '000</th><th>24/25 Budget
$ '000</th><th>Increase
$ '000</th></tr>
<tr><td>Aged & Disability</td><td>5,241</td><td>5,317</td><td>76</td></tr>
<tr><td>Sustainability</td><td>2,043</td><td>2137</td><td>94</td></tr>
<tr><td>Roads</td><td>4,869</td><td>5,070</td><td>201</td></tr>
<tr><td>Waste</td><td>24,468</td><td>25,614</td><td>1,146</td></tr>
<tr><td>Community services*</td><td>78,118</td><td>85,510</td><td>7,392</td></tr>
</table>

Implementation of Together We Are Brimbank is reported quarterly to Council. The most recent report can be accessed at https://www.brimbank.vic.gov.au/about-council/how-we-work/council-plan-together-we-are-brimbank. It includes information about progress being made towards objectives.

*Community Services includes a range of services provided by Council. The following service categories were included: Food services, Maternal and Child Health (MCH), Early Years, Youth Services, Arts & Culture, Leisure Services</td></tr>
<tr><td>4.</td><td>Is the Balmoral skate park still being constructed FY24/25? I can't see it mentioned.</td><td>The Balmoral Skate Park is scheduled to commence construction in September/October 2024, subject to favourable weather. It is expected to be available for public use early in 2025.</td></tr>
</table>

Sub Number	Submission content	Council Officer Response
5.	1. I say no, because this process is, in my opinion, flawed. For community consultation of this nature you really need summary documents. There is a lot to take in and much of it is out of context for the majority of ratepayers/residents. I don't imagine there are many who will read each document and pass effective comment. There are 5 lengthy documents here - it is difficult to see the link between them, even though attempts have been made. I'm not sure how that is achieved because there is simply a lot of information to wade through/present. Perhaps separate surveys for each element would be more appropriate and at least encourage direct comment. I appreciate the input of the Community Consultation group - but it seems to me this is just another level of representation (albeit unelected): there is no apparent seeking of broader opinion by them. I actually thought we elected Council reps to represent us, and it should be incumbent on them to seek broader opinions. 2. One element of the actual budget that I am dismayed about is that there is $0 allocated for heritage buildings. 3. In my ward alone, there are 2 buildings of significance that are rapidly deteriorating (Sydenham Station and the Homestead adjacent to Sydenham Park). Council desperately needs to seek an income stream via suitable grants and develop these as a community asset (in a hurry!)	1. Your feedback about community consultation is helpful. Council agrees that it is challenging to present important and lengthy documents in an accessible format for community. We had hoped that using different types of communication (in person and online) and focusing on priorities as well as the documents, would make the process more accessible to community. We had tried to simplify the feedback process by providing a single survey/ form, however, your comment about having single surveys to encourage feedback on individual documents indicates that this has not worked well for you. The suggestions you have provided will be considered when we develop the approach to engagement for the next Budget and Council Plan. 2. Council no longer provide a funding stream for the maintenance of privately owned heritage, although did have a Heritage Improvement Program which concluded at the end of 2014/15. The Program ran for approximately eight years following an amendment to the Brimbank Planning Scheme to list a significant number of properties in the schedule to the Heritage Overlay. The program provided small grants of up to 2,000 for heritage improvements from a pool of $25,000, which had decreased over time from a budget of $80,000. The Program required significant staff time and was not fully subscribed to toward the final years. Council continues to provide free heritage advice to owners of heritage properties to promote appropriate maintenance and upgrade. The maintenance of privately owned heritage buildings is considered to be the responsibility of the owner, and that the re-establishment of such a fund would need to be considerable in order to be impactful and meaningful for the many heritage buildings that exist. It is considered that Council is not sufficiently resourced to take on the responsibility of maintaining privately owned heritage buildings. Council is responsible for the maintenance of its heritage buildings and allocates funding through the capital works program. 3. The former Sydenham Station is privately owned and its maintenance and refurbishment are matters for the owner. The State Government can sometimes be a funding source for State listed heritage buildings, however, this building is classified to be of local significance and is therefore not eligible. Council officers continue to liaise with the property owner about its maintenance. Robertson's Homestead is currently listed as a two year project in the 2023-2024 Capital Works Program. Works to stabilise and restore the Homestead are currently underway with physical works are planned to commence in early 2024.
6.	Whilst I agree in the way issues have been prioritised, I would still like to see a greater proportion of funding and focus directed toward climate and conservation & greening & beautification, given we are in the midst of a climate emergency and there is still much work for Brimbank, with its low canopy cover and industrial history, to do in this area. I think this would be much more important than resurfacing roads, unless they are in poor condition or pose a safety risk.	• Taking action on climate change is a key priority for Council. Council declared a climate emergency in June 2019 and recognises that action is required at scale and speed. Council has reduced our corporate greenhouse gas emissions by 78% over the last 10 years. We are also supporting the community to become more sustainable with programs such as 100% Renewables and My Smart Garden. • Conservation and urban greening are also a key priority. For example a mix of 74,000 trees, shrubs and wildflowers were planted in 20022-23.

Sub Number	Submission content	Council Officer Response
		• Climate change and sustainability has many touch points across the organisation including maintaining our infrastructure such as roads and drainage. Climate change is leading to increased flooding which impacts our roads and drainage. • Council also has a statutory duty to maintain roads to a certain standard.
7.	Can we please have an upgrade at Thea court? The playground is quite old and there needs to be space for older children. E.g. skate park, half court, footy goals.	Council's park upgrade program is informed by Creating Better Parks Policy and Plan (2016) which distributes park and playground infrastructure equitably across Brimbank. Brimbank's open space network includes 157 parks with playgrounds, and these are updated on a renewal cycle, approximately every 20 years, in line with the typical lifespan of equipment and subject to funding. Thea Court Reserve playground is currently listed for upgrade in the 2032/2033 financial year, subject to Council approval of the annual capital works budget. When this park is due to be upgraded the local community will be notified and have an opportunity to provide comment on the proposal and to inform new facilities, including ideas for older age groups. In the interim, Council will continue to monitor and maintain the playground to ensure it is safe for use, and address any issues that may arise.
8.	I want stronger planning laws to protect St Albans liveability and its character, why did it take Council so long to finalise the character and design clauses?	Council adopted the Housing and Neighbourhood Character Strategy (Strategy) at the Council Meeting on 16 April 2024. This Strategy provides the basis for a future amendment to the Brimbank Planning Scheme, including provisions that deal with character and design. Officers have commenced the preparation of the amendment which is likely to be presented to Council for their consideration mid-year. Council had consulted community on a draft neighbourhood character study in 2019 however was required to restart the process when the State Government updated its guidance on housing and neighbourhood character, also in December 2019. These changes required Council to prepare a new housing strategy in addition to undertaking the neighbourhood character work and also prepare a residential development framework. On this basis the original project was completely re-scoped and a larger budget allocated, which took time. The preparation of the Strategy was a significant project that impacted all residential land in Brimbank and took more than two years to complete. Subject to Council supporting a planning scheme amendment to implement the Strategy, and authorisation by the Minister for Planning, Council will be undertaking further statutory consultation as part of the exhibition process about the amendment.
9.	Thanks for your continued support of the needs of the local Keilor Park community. As advised about 4 years ago, I have been very concerned with the speed of vehicles driving along Foster's Road Keilor Park between Spence St and Fullerton Rd. There have been numerous incidents including vehicles La ding in our front yard less than metre away from our home. This could have been quite tragic.	Council officers have investigated road safety concerns along Fosters Road and have identified that road safety can be improved along Fosters Rd by implementing the following treatments; • Modifications to the roundabout at the intersection of Fosters Road and Spence Street to increase deflection and reduce vehicle speeds through the roundabout. • Proposed bus friendly flat top road humps along the length of Fosters Road to reduce vehicle speeds

Sub Number	Submission content	Council Officer Response
	Recent attempts using mobile devices have not been successful in slowing down vehicles. This has been evident by a recent incident and altercation between a local resident and a driver who was speeding excessively. As such, I formally request that speed reducing safety speed humps amongst other measures are included for installation in the coming year 2024-25 along the above stretch of road. The cost of this asset is minimal compared to the potential cost of injury due to not implementing this. Feel free to contact me if you have any questions.	As Fosters road is a bus route, approval must be obtained from the bus operators and Public transport Victoria (PTV) for the implementation of the traffic calming devices. Council officers have submitted a concept plan but have not yet obtained support from PTV and the bus operator to proceed with the proposal to install traffic calming devices along Fosters Road. If approval is provided, Council officers will consult the owner / occupiers of Fosters Road, seeking their comments on the proposal. Subject to the above, Council officers will then seek funding from future budgets to enable their installation. Funding will need to be considered against all other priorities and will be subject to Council approval. The installation of the traffic calming treatments cannot proceed until such time as funding is improved and included in the budget. Given the above, the project is not at a stage ready for inclusion in the 2024/25 budget.
10.	I'm disappointed at the lack of resources devoted to Grasslands Ward where I live. There is NOTHING here that promotes a sense of community. There is no library, no neighbourhood house, no community garden or anything of that nature. I feel our Councillor has let our area down and not advocated for us.	Council's adopted Community Services Infrastructure Plan (CSIP) and Sports Facility Development Plan (SFDP) consider the needs of the Brimbank community, current and future demand and a strong evidence base to provide the priorities for the development of facilities across Brimbank. Grasslands Ward has numerous community facilities including the Deer Park Library, Westvale Neighbourhood House and Community Garden. From a sporting perspective it has John McLeod, Sassella Park, Bon Thomas, Kevin Flint, Robert Bruce and Kings Park Reserve at which Council has done various upgrades recently.
11.	1. I am pleased that some of last year's community engagement session feedback is factored in here - safety, opportunities, beautification and removing waste. 2. Please factor in Sydenham for beautification 3. And traffics management around Watergardens, it's majorly clogged. 4. And don't forget singles/couples, no kids-there's no plans for them yet they still pay rates. In my area, this is the majority, not families, not aged, not other minority groups.	1. Council's engagement with community late last year, informed the development of actions related to safety, beautification and waste. We are pleased to see that these have resonated with this submitter. 2. Council will continue to enhance the visual presentation of Sydenham through the roll out of the Street Tree Infill Program under the Urban Forest Strategy; the Creating Better Parks Policy and Plan, and Creating Streets for People Strategy. In 2024/2025, works which are proposed to be undertaken in Sydenham include design development of a neighbourhood park renewal at Overton Lea Reserve, Sydenham. 3. The roads surrounding Watergardens (Kings Road / Melton Highway) are declared arterial roads under the care and management of the State Government Department of Transport and Planning (DTP). Council has been advocating for the Calder Freeway to be upgraded and a full interchange to be included at Calder Park Drive. This upgrade would reduce traffic congestions along Melton Highway and Kings Road. Council will continue advocating for these upgrade works. 4. Brimbank Council provides a variety of activities through our Neighbourhood House program, sporting facilities, and libraries that are available to all residents. Additionally, throughout the year, there are a number of events for both the community and visitors to attend. If you're interested, make sure to check out the council's event webpage at https://events.brimbank.vic.gov.au/for a full list of upcoming activities.

Sub Number	Submission content	Council Officer Response
12.	More research with Brimbank residents who have lived in the area for decades. Align our feedback with your strategy and everyone wins. I would support elderly centre, socialisation and cognitive exercises etc. Too many elderly being forgotten in Brimbank it's extremely sad to see. Do more here.	In January 2024 Council undertook a community engagement piece on ageing and disability care in Brimbank to ensure the voices of clients, carers and community members were included in further planning and decision processes. The engagement sought to understand what is most important in supporting residents to live and age well in Brimbank. The findings from this piece of engagement will inform a review underway of the services provided to Brimbank residents by Council. The 2024 Brimbank Seniors and Carers Expo, planned for June 2024, is a free event that will provide older residents and carers with a valuable opportunity to connect with service providers servicing the municipality and gather practical and up-to-date information on services and supports available, empowering them to live and age well in Brimbank. 60 exhibitors will be in attendance, representing a range of service types including social and leisure activities.
13.	I feel under mental health and welbeing community safety can be emphsized and also thougt about. There are lot of violence happening for last few years among the teengae groups and also in schools. i feel an erarly intervention or mapping of kids who need further support in their educational and social journey need to be identified early on and also support need to be thought about and also futaristic plan needed to be incorporated.	Council through its Youth Services team works closely with a range of key stakeholders, including schools, to support the mental health and wellbeing of young people. Youth Services provides a voluntary, early intervention and generalist service offering individual support, therapeutic group work and counselling in a safe, supportive and confidential environment. In addition to working alongside young people providing individual support, they provide support, guidance and personal development programs to schools, families and youth organisations through secondary consults, family and community education programs. Since 2021 Brimbank City Council has worked in partnership with schools to undertake the annual Resilient Youth Survey. In 2023, 9319 students from grade 4 to year 12 completed the survey. The data collected looks at the state of mental, emotional, social and physical health of children and young people. This information informs youth program in schools, has been used by schools to apply for community grants and been provided to youth specific service to support service delivery. In direct response to emerging safety concerns Youth Services has developed the 'Unpacking Safety' program that was run with year 8 students at a Brimbank secondary school. This program is a prevention model that seeks to support young people through a preventative approach building their understanding around safety and crime.
14.	Their is a growing number of kids who are neuro diverse and they fall in moderate to the high spectrum. Only those who are on the higher spectrum can have access to services. The moderate to medium most of the time don't get any support and they can became high after their need being neglected all their life. Purpose built medical and support services need to be considered for the future generations.	The Brimbank Disability Action Plan 2022-2026 identifies advocacy for improved access to health and wellbeing services and supports as a key priority for the municipality. To achieve this, Council recognises the valuable partnerships and collaborations with a range of stakeholders. This includes: • Working with service providers to plan and deliver vocational pathways and self-advocacy workshops for people with cognitive disability.

Sub Number	Submission content	Council Officer Response
		• Neighbourhood Houses and Libraries offering a range of programs, activities and facilities for individuals of all ages, backgrounds and abilities. In addition, Council has also promoted the following online platforms: • Ask Izzy- https://askizzy.org.au/health/3020-VIC • The Living on the Spectrum website www.livingonthespectrum.com offers free and accessible information and resources, including a service and events directory for neuro-divergent and autistic individuals by local neuro-divergent and autistic individuals.
15.	Removal of projects from budget without advice to end users when projects were due to commence this financial year and continue next	Without citing any particular project, as a general comment, Council makes decisions regarding budget allocations based on project priority, readiness and affordability. While it's understandable that end users may feel concerned about projects sometimes being deferred or removed, the budget consultation process provides an opportunity for community feedback and input, which can be considered when finalising the budget.
16.	The Budget does not provide for the elements submitted by Albion & Ardeer Community Club, as Community priorities, including four key ones: 1. Investigation of large tract of open space on the west end of Albion; 2. Requested comprehensive Landscape Development Plan for the heritage-listed Soldier Settlement Estate in Albion; 3. Requested ongoing implementation of the Selwyn Park Masterplan, in the form of an enhanced Park Entrance and traffic calming works, at the corner of Derrimut Street and Selwyn Street, Albion; 4. - Provides no progress on a 'comprehensive plan for the Missing/Replacement Street Trees' of historic Albion, with a recent Email from Council Officers suggesting 'not in the next 15 years', which is clearly irresponsible.	1. We assume land is easement, owned by VicRoads and is not identified as public open space. Development of this plan for open space use is currently not a priority for Council. Preliminary investigations into the easement have highlighted existence of remnant grassland and Stripped Legless Lizards. This may restrict any development of the land. 2. The existing Albion Neighbourhood Plan (2013) and the Brimbank Heritage Design Guidelines for the 'Soldier Settlement' Estate in Albion, as well as Council policy documents 'Creating Better Parks' and the 'Urban Forest Strategy' provide sufficient guidance/ detail for landscape improvements to Albion's landscapes and streetscapes. Council does not intend to develop any new master plans for Albion and no further works are identified as a priority. 3. From the inception of Creating Better Parks Policy and Plan in 2008, over $1,165,000 in funding has been allocated to upgrades to Selwyn Park, which is identified as a Suburban Park. The two items proposed in the submissions are not considered priorities and Council does not propose any further enhancement works within Selwyn Park in the near future. 4. Council allocates approximately $2M annually in planting new trees in streets and parks across the municipality as part of the implementation of Council's Urban Forest Strategy. As previously reported to the submitter, the annual Street Tree Planting Program (STIP) prioritises tree planting based on the following criteria: • Socio-economic disadvantage • Tree canopy coverage • Vacant sites per tree ratio • Urban heat measurements The planning for 2024 planting season will consider the above to ensure trees are planted in suburbs with the most need.

Sub Number	Submission content	Council Officer Response
		A section of Albion between King Edward, Ridley, Kororoit and Anderson Road has been identified for 13 tree plantings for the 2024 planting season. Additionally, streets across Brimbank that are identified for Council's Road Rehabilitation Program, will be assessed for planting with street trees post-civil works, where appropriate space permits. Council's investment in replacing street trees will continue to be based on strategic prioritisation and funding capacity.
17.	Upgrade road (ie eliza st) footpaths, walking paths in keilor park. Plant trees in all streets not just the 2 main ones in keilor park.	The upgrade of pedestrian footpaths in streets is programmed based on asset condition. Eliza Street is programmed for road rehabilitation in 2025/26 and as part of this project the condition of the footpaths will be assessed and if included in the project if required based on the audit result. Pathways in parks and reserves are also upgraded based on asset condition. The Brimbank Cycling and Walking Strategy determines where new pathways are required to create walking and cycling route connections throughout the municipality with a focus on routes that allow for residents to commute to work and to travel to their local shops, schools and other local amenities. Council is committed to achieving a 30% canopy cover and for this to be achieved street trees are required in all streets in Brimbank. Council allocates approximately $2M annually in planting new trees in streets and parks across the municipality as part of the implementation of Council's Urban Forest Strategy. The annual Street Tree Planting Program (STIP) prioritises tree planting based on the following criteria: • Socio-economic disadvantage • Tree canopy coverage • Vacant sites per tree ratio • Urban heat measurements The planning for 2024 planting season will consider the above to ensure trees are planted in suburbs with the most need. The last delivery of STIP planting to Keilor Park was in 2017. In 2024/2025, Keilor Park is not identified for planting under the STIP program. However, Council intends to plant Elisa Street, between Fosters Road and Erebus Street as it is part of the Draft 2025 Road Rehabilitation program, following completion of the civil works in that location.
	Increase street lights in streets in Keilor Park. Some roads are so dark at night. ie william st.	According to Council's internal street lighting procedure, streets should have lights installed at maximum intervals of about 100 meters. William Street, from Foster Road to Collison Street, measures 370 meters in length. Presently, it has six street lights with the maximum distance between lights being 91 meters, which is within guidelines. For any other streets in Keilor Park, compliance with the guidelines will be evaluated on an individual basis. If the standard is not met, consideration will be given to additional lighting, subject to budget.

Sub Number	Submission content	Council Officer Response
	Upgrade soccer field at green gully reserve to meet increase of kids playing sports.	As per Council's adopted Sports Facility Development Plan, Council has invested into surface and lighting upgrades to the soccer pitches at Green Gully Reserve which are operated under a seasonal license. Three soccer pitches at Green Gully Reserve are under a lease to Green Gully Soccer Club and it is there responsibility to upgrade/ maintain these fields.
	Provide a disability bus which brings people to Westfield airport west from keilor park rather than Watergardens. As westfield is closer and is residents preferred shopping centre.	• The current Community Transport service provides shopping support to three designated shopping centres within Brimbank. This includes support for eligible people with disabilities to participate in this service. • Alternative transport options are provided to eligible clients, who don't meet the criteria to safely use Community Transport vehicles, to support their ability to live independently in their homes. • The service is limited to shopping centres within the municipal boundaries to support local business. An assessment and regular reviews of each centre are undertaken that include the ability to park the bus safely and close by to entrances/exits, the ability to store shopping and the interest from centre management in accommodating the arrangement • Consideration of other shopping destinations needs to be considered in line with service demand and client proximity to shopping facilities. • Further investigation can be considered in line with a future review of this service.
18.	Crime is on the rise. Crime stats are showing a rise of youth crime in particular. It would be great to see programs/initiatives that specifically address youth issues in a meaningful manner and enhance community safety.	Council and its Youth Services team works closely with a range of key stakeholders to not only address current issues as related to youth crime but also to provide positive recreational options for vulnerable young people to support moves away from anti-social/offending behaviours. Brimbank City Council has, and will continue to, invest in the provision of positive recreational options for vulnerable young people through pop-up activations of spaces throughout Brimbank with a focus on hot-spot areas linked to youth offending. In the 2023/24 financial year targeted activities have been run at Sunshine Visy Cares Hub, Victoria University Sunshine Campus and Errington Reserve. Brimbank Youth Services has, and will continue to, work in partnership with the Dept. of Justice and Community Safety (DJCS), Department of Education, Victoria Police, other specialised service providers and neighbouring municipalities to provide holistic and informed preventative and early intervention responses to offending behaviours.
19.	The community engagement work is great to understand what priorities should be but very little of the actions line up with community provided action requests and needs. The action plan is lacklustre at best. My sense is opportunities for community progress are being stifled with little innovation and progressive thinking around actions. As a community member I see increased drug use, increased rubbish around the streets, increased harm from gambling and increased anti-social behaviour. There is little community faith in council currently.	Each year, Council undertakes extensive consultation to understand and respond to the issues and priorities at the forefront for community. This information, combined with investigations into the factors that lead to some of these issues, directly informs each Annual Action Plan. The draft 24/25 Action Plan includes actions to support improved mental wellbeing and health; with particular focus on young people, in addition to implementing initiatives that respond to illegal waste dumping. Council is well aware that gambling is a key issue in Brimbank and that Brimbank has the unenviable record of attracting the highest losses on Electronic Gaming Machines (EGMs) of any local government area in Victoria for over a decade.

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		Council continues to take significant action in this space - https://www.brimbank.vic.gov.au/about-council/how-we-work/policies-plans-and-strategies/policies/electronic-gambling-policy Council's Advocacy Plan 2023-2025 also sets out key advocacy priorities including reducing 'gambling harm' https://www.brimbank.vic.gov.au/about-council/transforming-brimbank/advocacy-initiatives/brimbank-advocacy-plan (Page 30).
20.	Surely the community cares about effective strategic planning and sustainable urban development. The community cares about how our neighbourhoods look, feel and function.	Council is committed to the implementation of an effective, timely and thorough strategic planning service across Brimbank, to encourage sustainable growth and meet future demand for housing, jobs and services. This includes: • Implementing land use strategies, structure and strategic plans and guidelines to inform future development • Engaging with State Government on planning policy and proposals that impact Brimbank • Processing and preparing amendments to the Brimbank Planning Scheme • Delivering a program to unlock the development potential of key industrial sites & precincts
21.	Can you please stop making everything about the Vietnamese community, there's thousands of other people in your community other than them! You're being very selective and biased towards one sector of the community despite you saying that you value community connections. How do you propose to fix this now, you've scarred an entire municipality. Trung waived fee rates, Jasmine pushed her Museum, and they basically get what they want from you? Anything else Brimbank? You do realise that other people exist in your community that struggle and are too proud to ask for anything. Do better.	Council is committed to ensuring that our efforts, services and initiatives support all people of our diverse community. We understand the importance of balanced representation and strive to address the needs of many. Our Council Plan outlines the diversity of committed priorities and ensures that strong connections and supports are being fostered across the community in a way that fairly and equitably responds to community needs.
22.	1. (repeat request from previous years) ... Replace the 'missing' Street Trees of Albion ... In 2020, some 600 of the Council 2019 Audit-surveyed 2700 missing, were planted ... but then the catch-up planting ceased, despite fully complying with the Council Policy adopted during that year, about where to prioritise planting ... For 2024-25, we seek a second tranche of 1000 trees, including a suggestion for full consideration of planting of missing street trees to all areas included in the Brimbank Planning Scheme as 'Heritage Overlay' areas, through-out the Municipality.	1. Council allocates approximately $2M annually in planting new trees in streets and parks across the municipality as part of its implementation of the Urban Forest Strategy. Council has planted a significant number of trees in the Albion area over recent years. The annual Street Tree Planting Program (STIP) prioritises tree planting based on the following criteria: • Socio-economic disadvantage • Tree canopy coverage • Vacant sites per tree ratio • Urban heat measurements Planning for 2024 planting season will consider the above criteria to ensure trees are planted in suburbs with the most need. A section of Albion between King Edward, Ridley, Kororoit and Anderson Road has been identified for 13 tree plantings for the 2024 planting season. Additionally, streets across Brimbank that are identified for Council's Road Rehabilitation Program, will be assessed for planting with street trees post-civil works, where there is sufficient space for a tree to grow and thrive.

Sub Number	Submission content	Council Officer Response
	2. Develop a Landscape/Streetscape Improvement Masterplan for the historic 'Albion Soldier Settlement Estate' precinct ... (historic picture below). The Council correspondence from last year said 'not needed', but this is clearly not the case, and there has been no minimal with AACC on the issue in 2021/22 or 2022/23, or 2023/24 (except for current Hamel Street reconstruction proposals). 3. (repeat request from previous years) .... Commence a Landscape Masterplan process for the large area of Open Space on the west side of Albion. The Council correspondence from 2022 year said 'not needed' based on current Policy (being "Creating Better Parks Policy & Plan 2016") ... but that Plan made no reference to this area, and is clearly out-of-date and ill-informed on the subject ... There has been nil to minimal consultation with AACC on the issue in 2021/22 or 2022/23 or 2023/24. 4. (repeat request from previous years) .... Utilise 'Public Open Space Levy' funds to undertake negotiated acquisition lease of the Manse site, that is, located within HV McKay Memorial Gardens, for conversion to community use such as Visitor Centre/Community Toy Library/Social Enterprise Tea Rooms ... [This is a project envisaged in the Council-adopted Management Plan, for the HV McKay Memorial Gardens ... which is quite to the contrary of the Council correspondence advice after the 2022 Draft Budget ... There has been no Council follow-up or consultation with AACC on this issue in 2022/23 or 2023/24 5. (repeat request from previous year) ....Investigate transformation of (previously truncated/closed) King Edward Avenue into a median-strip treed boulevard .... Council correspondence after last Draft Budget indicated 'a central median may not be possible'.... Whereas, what has been suggested is some investigations ... There has been no Council follow-up or consultation with AACC on this issue in 2021/22, 2022/23 or 2023/24.	2. The existing Albion Neighbourhood Plan (2013) and the Brimbank Heritage Design Guidelines for the 'Soldier Settlement' Estate in Albion, as well as Council policy documents 'Creating Better Parks' and the 'Urban Forest Strategy' provide sufficient guidance/ detail for landscape improvements to Albion's landscapes and streetscapes. Council does not intend to develop any new master plans for Albion and no further works are identified as a priority. 3. We assume land referred to in the submission is easement, owned by VicRoads, which is not identified as public open space. Development of this land is not identified as a priority for Council. Previous preliminary investigations into the easement land have highlighted existence of remnant grassland and Stripped Legless Lizards. This may restrict development of the land. Given the above, Council officers do not recommend a Landscape Masterplan for the land. 4. Reference to possible purchase of the Manse was included in the HV McKay Memorial Gardens Management Plan (2017). Since then Council has developed its Community Service Infrastructure Plan (2020). That work did not identify the need for the Manse to be acquired for community use. Council has commenced the review of the Community Services and Infrastructure Plan which will update the evidence base & consider facilities required for community use in future. The Albion Toy Library has been allocated space at the West Sunshine Community Centre. There is also a well-appointed toy library operating from Sunshine Library, where many families go for story time and a wide range of other activities suited for babies and young children. The library is close to buses, trains and car parking. As per last year, there is no Council venue available for sole use for the Toy Library and, if one were to become available, it would be subject to a competitive Expression of Interest process. 5. It is acknowledged that the creation of a median strip planted with trees in King Edward Ave aligns with Council policy in terms of creating more canopy cover and creating streets that shaded and thus more walkable in hotter times of the year. In order to create a central median the road profile would need to be modified to ensure space for the root zone and modifications to the drainage system. The design of a median would also need to ensure adequate space within the road envelope for vehicles and cyclists. Given the significant amount of civil work that would be required to create a median, this would be investigated when the road was due for rehabilitation. Roads are programmed for rehabilitation based on the condition of the surface, sub-surface kerbs and footpaths and at this point King Edward Ave is not programmed for rehabilitation; however when it is due, the option to include a central median will be investigated.

Sub Number	Submission content	Council Officer Response
	6. (repeat request from previous years) ... Develop an Economic Development Program, to revitalise the many disused shopfronts in Albion ... Council correspondence after the 2022 Draft Budget indicated that it was not aware of any disused shopfronts in Albion. This is clearly not the case! ... There has been some minimal Council follow-up or consultation with AACC on this issue in 2022/23, but no forward action.	6. Council has limited ability to influence the occupancy of disused shops. While some councils have pursued economic programs like Renew Newcastle to promote the temporary use of shop fronts until longer term leases are secured, these tend to apply to much larger centres e.g. Newcastle and Geelong, and not small local activity centres or redundant corner milk bars. On this basis, an economic program of this type is considered inappropriate for Albion and beyond the resources allocated to Council's Economic Development Unit. Council does continue to deliver a range of activities including Enjoy Local and Think.Shop.Buy Local to local activity centres across Brimbank, including Albion. Businesses can also participate in Council's Business Development Program.
	7. (repeat request from previous years) ... Provide for bike connectivity between Ginifer Station and Sunshine Hospital, as an urgent and very high priority route. Council correspondence after 2022 Draft Budget indicated that the matter was the subject of "continuing to liaise with State Government" .... There has been no Council follow-up or consultation with AACC on this issue in 2021/22 or 2022/23 or 2023/24.	7. There are various ways the walking and cycling link could be achieved along Furlong Road but all of these options require significant changes kerb alignment and levels along Furlong Road. There is significant level change between the property line and Furlong Road. This would need to be rectified in order to achieve appropriate grades and cross falls for an increase pathway and also the driveways. As Furlong Road is a Department of Transport and Planning owned road, Council will continue to liaise with and advocate to the State Government to upgrade the road, with consideration for bike connectivity.
	8. (repeat request from previous years) ... Develop a strong future plan to return the Albion Community Toy Library, to an Albion location, suchlike as Disused Scout Hall, McKay Gardens Manse site etc.	8. The Albion Toy Library has been allocated space at the West Sunshine Community Centre. There is also a well-appointed toy library operating from Sunshine Library, where many families go for story time and a wide range of other activities suited for babies and young children. The library is close to buses, trains and car parking. As per last year, there is no Council venue available for sole use for the Toy Library and, if one were to become available, it would be subject to a competitive Expression of Interest process.
	9. (repeat request from numerous previous years) ... Undertake an "Investigation Study of 'Rat-Run' Traffic Prevention for Albion", particularly relating to Peak-Hour(s), and taking account of new Fitzgerald Road overpass ... Council correspondence after 2022 Draft Budget indicated that traffic studies have been undertaken and there is 'no need for further studies at this time'. This advice was contrary to previous written advice from Council. Council then resolved to conduct Studies in 2023/24 but no study consultation has been made with the community yet.	9. Councils Engineering department has undertaken traffic surveys throughout the Albion area to determine traffic volumes and speeds on the local road network. This data is currently being analysed and the investigation will be completed within the 2023/24 financial year. Following the completion of the investigation, further steps will be determined, including consultation or advice as required.

The following submissions were received regarding sporting pavilions at J.R. Parsons' Reserve		
1.	I don't agree or support the budget for Brimbank Council. It is completely unacceptable and not reflective of the community needs in Brimbank to not proceed with the allocated funding for the JR Parsons Reserve Pavilion projects. As a junior coach and senior player, I see firsthand the abundant need for this vital sporting infrastructure to support the senior players, volunteers and junior boys and girls at our club. Our facilities are not fit for purpose and need immediate investment as per original plans in the 2023/24 budget that was outlined.	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.
2.	I do not support the draft budget due to the omission of the planned funding for sporting pavilions at JR Parsons Reserve. The current facilities are not fit for purpose and do not cater for the community. This project should be seen as a priority for the Sunshine community as the reserve is the home of 3 large sporting clubs with female and junior participants. As a member of Grand United Cricket Club I understand the current facilities do no cater for playing ovals and junior participants need to cross a busy car park to use access toilets which presents a large safety risk.	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.
3.	The Grand United Cricket Club is located at JR Parsons Reserve in Sunshine. The club has over 270 participants who participate over the period of 12 months at JR Parsons Reserve. On behalf of the members of the Grand United Cricket Club; our club strongly opposes the proposed 2024-25 draft budget due the failure to deliver previously outlined funding for the JR Parsons Reserve Football/Cricket Pavilion and Tennis Pavilions at JR Parsons Reserve. The club has been in consultation with council since 2018 regarding this project and working collaboratively with council over the past 2 financial years regarding the planning of the pavilions. This utilised an abundance of volunteer time but with money allocated in the 2023/24 budget for design and the beginning of construction and future provisions listed for 2024/25 for further construction this provided some certainty that this project would be delivered in the upcoming financial year. At present our facility is located on the opposite side of the car park to the pavilion and does not service our ovals. Due to the size of our club which has 8 senior summer teams, 3 senior winter teams, 6 junior mixed teams and a junior blast program the reliance on facilities at the reserve is extremely high. The ovals facilitate over 1000 hours of competition and training activities over the year which is all carried out with no supporting infrastructure adjacent to the playing ovals. This project is listed next on the Sport and Recreation Facilities Development Plan and needs to have funding allocated within the upcoming financial year to commence the project. Our participants and volunteers cannot keep operating out of a facility which is not fit for purpose; is riddled with asbestos and does not service females and girls which is a target audience for engagement for our club.	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.

The following submissions were received regarding sporting pavilions at J.R. Parsons' Reserve		
	Our current facility is not fit for purpose and condemned and causes inherent safety risks associated with children crossing the busy car park to visit an asbestos riddled building to use the amenities. The decision of council to not allocate any funding to this JR Parsons Reserve Pavilion projects has absolutely deflated our committee and volunteers; many of which who have spent hundreds of hours consulting with council and in internally to help deliver the best possible facility at Parsons Reserve for our community. On behalf of our 270 the Grand United Cricket Club Executive Committee calls for the reconsideration and amendment to the 2024/25 Brimbank Council Budget to contain funding to support the delivery and construction of the JR Parsons Reserve Pavilions.	
4.	Hi Thanks for all the detail- very appreciated. Was expecting to see JR Parsons Reserve in the draft budget - hoping this can be corrected or at least shown to be in the plan as a concrete item. The area is increasingly used and very popular- making the redevelopment great value for Brimbank. The current facilities are old and increasingly not fit for purpose and do not cater for the community. This project should be seen as a priority for the Sunshine community as the reserve is the home of 3 large sporting clubs with female and junior participants. As a member of Grand United Cricket Club I know the current facilities do no cater for playing ovals and junior participants need to cross a busy car park to use access toilets which presents a large safety risk. Appreciate your time and thank you for all your effort. Go Brimbank - and GU	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.
5.	I believe the draft budget and priorities of Brimbank Council are not reflective of the Sunshine Community where the sporting infrastructure is not fit for purpose. As supporter and former participant at the club; for many years I used the second oval changing in the open with players urinating behind trees and barely any shade. Nothing is changed, this is now even worse as the club has many female players. I am now in my 60's and mobility impaired, I have not attended matches and neither has my mother for many years as the accessibility to any toilets or pavilions adjacent to the ovals has made it impossible to me to stay and watch for any period of time. The facilities were not fit for purpose when I played and they are still not, I was hopeful my family could start attending cricket matches again to watch our family play but due to the delaying of funding this is not the case. I strongly oppose this budget and contend that the funding should be re-instated to commence the Football/Cricket Pavilion at JR Parsons Reserve!	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.
6.	My name is [redacted] and I am a Forgotten Australian. I have lived in Sunshine for over 50 years and regularly visited Parsons Reserve to watch my children and grandchildren participate in cricket for Grand United Cricket Club. In my 50 years I have seen no investment at the reserve and was eagerly looking forward to the new and much needed pavilion being built at the reserve so I could start going to watch my grandchildren and the kids play at the cricket club again.	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K.

The following submissions were received regarding sporting pavilions at J.R. Parsons' Reserve		
	As an elderly person, I have had to stop going to the oval to watch sport as the distance from the second oval to any toilets is over 150 metres and I cannot simply jump across the fence to short cut over the carpark. It is also extremely hot sitting in the summer months at the reserve which I can no longer deal with.The failure to deliver this project and scrap funding from the upcoming financial year is unjust as for those playing, spectating and the entire community this should be a priority project. To council this might be just seen as a delay, for me it is another year I can't do something I love which is watching cricket at a club I have been affiliated with for over 30 years as a female supporter.	Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process..
7.	As a committee member of grand United and a local resident ratepayer I am deeply disappointed that funding is not allocated for the grand United new club rooms Kind Regards [redacted]	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.
8.	I do not support the draft budget due to the omission of the planned funding for sporting pavilions at JR Parsons Reserve. The current facilities are not fit for purpose and do not cater for the community. This project should been seen as a priority for the Sunshine Community as the reserve is the home of 3 sporting clubs with female and junior participants. As a life member of Grand United Cricket Club I understand the current facilities do not cater for playing ovals and junior participants need to cross a busy car park to use access toilets which presents a large safety risk.	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.
9.	I do not support the draft budget due to the omission of the planned funding for sporting pavilions at JR Parsons Reserve. The current facilities are not fit for purpose and do not cater for the community. This project should be seen as a priority for the Sunshine community as the reserve is the home of 3 large sporting clubs with female and junior participants. As a member of Grand United Cricket Club I understand the current facilities do not cater for playing ovals and junior participants need to cross a busy car park to use access toilets which presents a large safety risk.	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.
10.	I do not support the draft budget due to the omission of the planned funding for sporting pavilions at JR Parsons Reserve. The current facilities are not fit for purpose and do not cater for the community. This project should be seen as a priority for the Sunshine community as the reserve is the home of 3 large sporting clubs with female and junior participants. As a member of Grand United Cricket Club I understand the current facilities do not cater for playing ovals and junior participants need to cross a busy car park to use access toilets which presents a large safety risk.	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.

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11.	Attention Brimbank Councillors I ([redacted] write to you formally on behalf of Sunshine Park Tennis Club in relation to the clubroom redevelopment that was scheduled to commence June 2024. Sunshine Park Tennis Club respectfully and rightly requests that the funding for this project and the linked project for Grand United Cricket Club be reinstated into the 2024-25 Budget. Over the last two years there has been significant work applied to these projects, and capital expenditure to complete community and user consultations, site surveys, development of plans and preliminary works with the user groups such as placing a storage container on Parson's reserve in preparation for demolition works. Below are listed some of the significant events over the last two years. This does not consider council, community and user group discussions since 2016 that has had this project as a priority for Brimbank Council. 1. 3rd March 2022 correspondence from Brimbank Council via [redacted] providing timeline for clubroom redevelopment. Clearly stating construction will take place over 2023-24 & 2024-25 2. 18th May 2023 submission to Brimbank council in relation to the 2023-24 draft budget. 3. 19th May 2023 confirmation from Brimbank Council via Bircan Houssein that contract for the design work had been awarded and the process had commenced. 4. 18th August 2023 Brimbank confirmed via email from [redacted] meeting with Sunshine Park to discuss revisions to plans. 5. Site surveys were carried out at some point exact date not known. 6. 17th August 2023 council confirming process for meeting to discuss plan revisions. 7. 4th Sept 2023 council confirms via email from [redacted] that the project is out to tender and dates will be advised once tender process is completed. 8. 14th September 23 council confirms DDA compliant toilet will be for exclusive tennis patron usage. 9. Updated design and floor plan provided by Brimbank Council on 1st November 2023 after discussions with Tennis Club. 10. Updated floor plans provided by Brimbank Council 1st November 2023 11. Brimbank council had Cricket Club new pavilion marked out and also put in place a 40-foot container on the oval for the cricket club to store equipment in December 2023. 12. No correspondence from council after this point till both Grand United Cricket Club and Sunshine Park Tennis Club contacted council in April 2024 to get update on process leading up to works. 13. April 2024 Brimbank council released new draft budget without advising Clubs of significant changes that had been made to finances. Sunshine Park Tennis club implores all Councillors and relevant council staff to have this project returned to the 2024-25 budget based on its pre-existing priority and on expenditures that have already taken place. In light of budgetary restrictions, we would be willing to accept a significant construction commencement in the 2024-25 budget with a completion in the first half of the 2025-26 budget. [redacted] o discuss this matter before the council meeting in May 2024.	The contact with the club to date as outlined in the submission is standard for the design process for any sports pavilion, in which the club is provided regular updates. Council officers are able to communicate planned timelines for construction however the adoption of the annual budget for future years confirms the funding for construction. Council officers are not able to discuss the draft budget contents until it is approved by Council for community consultation, which then provides the community with the proposed draft budget and opportunity to provide any feedback for consideration. Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.

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12.	I do not support the draft budget due to the omission of the planned funding for sporting pavilions at JR Parsons Reserve. The current facilities are not fit for purpose and do not cater for the community. This project should be seen as a priority for the Sunshine community as the reserve is the home of 3 large sporting clubs with female and junior participants. As a member of Grand United Cricket Club I understand the current facilities do not cater for playing ovals and junior participants need to cross a busy car park to use access toilets which presents a large safety risk.	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.
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15.	I do not support the draft budget due to the omission of the planned funding for sporting pavilions at JR Parsons Reserve. The current facilities are not fit for purpose and do not cater for the community. This project should be seen as a priority for the Sunshine community as the reserve is the home of 3 large sporting clubs with female and junior participants. As a member of Grand United Cricket Club I understand the current facilities do not cater for playing ovals and junior participants need to cross a busy car park to use access toilets which presents a large safety risk. As a local dad to 3 kids, a teenager who plays AFL, a primary aged child who plays cricket/ AFL and an almost walking baby I would like to see this park improved with appropriate sports grounds and toilets. One of my children also has a disability that makes visiting this park difficult due to lack of public toilets. Please invest in the kids of Brimbank, they deserve it.	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.
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	As a member of Grand United Cricket Club I understand the current facilities do not cater for playing ovals and junior participants need to cross a busy car park to use access toilets which presents a large safety risk. As a local resident and rate payer I would also like to see the plans for this park actually carried out.	Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.
17.	I do not support the draft budget due to the omission of the planned funding for sporting pavilions at JR Parsons Reserve. Not only are the current facilities not built for purpose but in a council area where youth disengagement is high they are desperately needed to create a welcoming, productive space to encourage safe social connections for current and future children.	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.
18.	I do not support the draft budget due to the omission of the planned funding for sporting pavilions at JR Parsons Reserve. The current facilities are not fit for purpose and do not cater for the community. This project should be seen as a priority for the Sunshine community as the reserve is the home of 3 large sporting clubs with female and junior participants. As a member of Grand United Cricket Club I understand the current facilities do not cater for playing ovals and junior participants need to cross a busy car park to use access toilets which presents a large safety risk."	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.
19.	The omission to not financially support the development of the club rooms at JR Parsons reserve is disappointing. "I do not support the draft budget due to the omission of the planned funding for sporting pavilions at JR Parsons Reserve. The current facilities are not fit for purpose and do not cater for the community. This project should be seen as a priority for the Sunshine community as the reserve is the home of 3 large sporting clubs with female and junior participants. As a member of Grand United Cricket Club I understand the current facilities do not cater for playing ovals and junior participants need to cross a busy car park to use access toilets which presents a large safety risk. I question the level of investment in the older/existing parts of the municipality when compared to the newer suburbs within the municipality. Can council provide a cost breakdown of capital works for sporting groups by suburb/ward? Thanks	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.
20.	I do not support the draft budget due to the omission of the planned funding for sporting pavilions at JR Parsons Reserve. The current facilities are not fit for purpose and do not cater for the community. This project should be seen as a priority for the Sunshine community as the reserve is the home of 3 large sporting clubs with female and junior participants. As a member of Grand United Cricket Club I understand the current facilities do not cater for playing ovals and junior participants need to cross a busy car park to use access toilets which presents a large safety risk.	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.

The following submissions were received regarding sporting pavilions at J.R. Parsons' Reserve		
21.	I do not support the draft budget due to the omission of the planned funding for sporting pavilions at JR Parsons Reserve. The current facilities are not fit for purpose and do not cater for the community. This project should be seen as a priority for the Sunshine community as the reserve is the home of 3 large sporting clubs with female and junior participants. As a member of Grand United Cricket Club I understand the current facilities do not cater for playing ovals and junior participants need to cross a busy car park to use access toilets which presents a large safety risk.	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.
22.	I do not support the draft budget due to the omission of the planned funding for sporting pavilions at JR Parsons Reserve. The current facilities are not fit for purpose and do not cater for the community. As a regular user of the reserve. This project should be seen as a priority for the Sunshine community as the reserve is the home of 3 large sporting clubs with female and junior participants. As a life member of Grand United Cricket Club, the current facilities do no cater for playing ovals and junior participants, as well as the community in general, and the lack of investment into this fantastic reserve over a long period of time, despite many promises, master plan processes, countless meetings, is extremely disappointing. To expect members of my club, including children to access toilets and facilities walking across a busy car park with no crossing is unacceptable and continues to be a very dangerous risk, as well as volunteers having to continually cross to setup/pack up equipment. The time for delays needs to be over, and proper investment into this vital infrastructure in this budget.	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process..
23.	I do not support the draft budget due to the omission of the planned funding for sporting pavilions at JR Parsons Reserve. The current facilities are not fit for purpose and do not cater for the community. This project should be seen as a priority for the Sunshine community as the reserve is the home of 3 large sporting clubs with female and junior participants. As a member of Grand United Cricket Club with a junior there is no facilities catering for my son or daughter on the second oval and my son or daughter has to cross a busy car park to use any facilities.	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.
24.	I do not support the draft budget due to the omission of the planned funding for sporting pavilions at JR Parsons Reserve. The current facilities are not fit for purpose and do not cater for the community. This project should be seen as a priority for the Sunshine community as the reserve is the home of 3 large sporting clubs with female and junior participants. As a member of Grand United Cricket Club I understand the current facilities do no cater for playing ovals and junior participants need to cross a busy car park to use access toilets which presents a large safety risk.	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.

The following submissions were received regarding sporting pavilions at J.R. Parsons' Reserve		
25.	I do not support the draft budget due to the omission of the planned funding for sporting pavilions at JR Parsons Reserve. The current facilities are not fit for purpose and do not cater for the community. This project should be seen as a priority for the Sunshine community as the reserve is the home of 3 large sporting clubs with female and junior participants. As a member of Grand United Cricket Club and Albion FC with 3 children there is no facilities catering for my son and daughter on the second oval and my kids have to cross a busy car park to use any facilities. Across the cricket and football clubs there are 16 junior teams, and 11 senior teams… our cricket club rooms are more than 50 metres from the oval requiring to walk through a busy car park to get to rooms.	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.
26.	Leaving out the upgrade of sunshine tennis club and Grand united cricket club is a joke of a discussion. The buildings have asbestos in them.	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.
27.	It would be good to see and a new building for a great cricket club ☺	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.
28.	I do not support the draft budget due to the omission of the planned funding for sporting pavilions at JR Parsons Reserve. The current facilities are not fit for purpose and do not cater for the community. This project should be seen as a priority for the Sunshine community as the reserve is the home of 3 large sporting clubs with female and junior participants. As a member of Grand United Cricket Club I understand the current facilities do no cater for playing ovals and junior participants need to cross a busy car park to use access toilets which presents a large safety risk.	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.
29.	As a resident of Brimbank I am deeply disappointed and strongly oppose the council budget and action plans of Brimbank City Council. The omission of planned funding for the Sporting Pavilions at JR Parsons Reserve to cater for Grand United Cricket Club, Sunshine Park Tennis Club and Albion Football Club is unjust and must be overturned.	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K.

The following submissions were received regarding sporting pavilions at J.R. Parsons' Reserve		
	As a resident of Brimbank my entire life and President of Grand United Cricket Club, I have seen no investment at JR Parsons Reserve in regards to sporting facilities in my 27 years associated at the club. Previous budgets and communication with council highlighted funding in the 2024/25 financial year for construction which council has failed to deliver. The impact of this failure will impact over 500 regular users at the reserve, Grand United Cricket Club has over 250 participants including over 15 girls, Sunshine Park Tennis Club have over 110 members including females and girls and Albion Football Club has over 150 participants including female and girls teams. As a President, Participant and Junior Coach at the reserve, I know more than anyone funding is needed immediately to get this project moving. It is absolutely absurd to think in 2024 we have playing ovals without changing facilities to cater for participants, boys and girls getting changed in the open for junior games of cricket and a facility that is not fit for purpose riddled with asbestos seen as acceptable for use for the community. Funding needs to be allocated for this important community facility and it needs to be done within the 2024/25 budget.	Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.
30.	As a Brimbank Resident, I strongly oppose the draft budget budget and actions of Brimbank Council. This budget fails to deliver on commitments to deliver sporting pavilions at JR Parsons Reserve which are much needed for our community. The pavilions are next in line on the Brimbank Sport and Recreation Facility Development plan and were earmarked for phase two of construction in the 2024/25 financial year. These facilities are much needed to serve the entire community including women and females participating in sport at the reserve. The non-allocation of funding is extremely disappointing for a female who participates in recreation at the reserve and as part of Grand United Cricket Club I am appalled by the state of the facilities provided to myself and other females.	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.
31.	I'm focusing on the sporting and recreation area of the annual budget. I've been a resident of Brimbank all my life and a high priority of mine is the health and well being of children. I'm appalled and extremely disappointed there is no funding for JR Parsons reserve. We have been waiting FOREVER to get these sub par pavilions renewed. I played tennis there as a kid and the club room has had NO improvements in that time and I'm 45. Yet the sunshine leisure centre gets 4.4mil and keilor oval gets 1.3mil - stating emerging womens participation. Sunshine Park TC has been actively trying to get more young girls and women's participation. There are 2 VIC women's pennant teams and many junior female competitive participants. There is one tiny bathroom/toilet the state of it is actually embarrassing when other clubs visit and NO change rooms and the kitchenette is barely viable. The funding should be allocated to the areas that need it the most. How long do we have to wait!! There are a lot of frustrated voters in the area.	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.

The following submissions were received regarding sporting pavilions at J.R. Parsons' Reserve		
32.	Very concerned about the deferral or cancellation of community and recreation facility upgrades at Parsons Reserve, Sunshine.	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.
33.	As a member of the community who values our recreational facilities, I am deeply saddened to learn the funding for the Tennis Pavilion upgrade and the construction of a new Football/Cricket Pavilion at the JR Parsons Recreation Reserve has been withdrawn. These important projects have been excluded from the 2024/25 budget. I urge you to reconsider this decision and prioritize the allocation of funds towards these essential projects. By investing in our recreational facilities, we can create a more inclusive and enjoyable environment for all members of our community to enjoy.	Council invests significantly into sport and recreation capital works projects, with $14.65M included in the draft capital works budget for 2024/25. Construction of the JR Parsons Football and Cricket Pavilion Project will commence in Year 1 (2024-2025) with an allocation of $400K. Council is committed to the refurbishment of the Tennis Pavilion as a priority in the Sports Facility Development Plan; the project is reflected in Councils forward Capital Works Program, with funding and the timing for construction to be determined as part of the annual budget process.

Together Brimbank Council DRAFT: Year Four Annual Action Plan	Strategic Direction – People and Community *A welcoming, safe and supported community – an inclusive place for all*	^ Denotes Municipal Health & Wellbeing Plan

Council Services supporting People and Community

- Families & Early Years
- Youth
- Ageing & Inclusion
- Arts & Culture
- Community Projects
- Strengthening Communities
- Connected Communities
- Policy, Advocacy & Research
- Sport & Recreation
- Leisure & Community Facilities
- Building Services & Environmental Health
- Regulatory Services

Strategic Objective: Wellbeing & Belonging	YEAR FOUR ACTIONS	Responsibility
1.1.1 Support improved mental wellbeing ^	Advocate to the State Government to allocate funding for local government Social Inclusion Action Groups.	Community Strengthening and Social Planning
	Assess and formulate Council's future strategic approach to promote mental well-being.	Community Strengthening and Social Planning
	Further develop youth services partnerships with local mental health services, for example the B-Heard Youth Support Program.	Community Care
	Deliver capacity building programs to support youth mental health, such as youth mental health first aid training and partnerships with other services and various programs.	Community Care
1.1.2 Increase healthy eating, active living and physical activity^	Create informal social sports and recreation opportunities for females, those from culturally diverse backgrounds and vulnerable communities.	Leisure and Community Facilities
	Create opportunities to support new communities to engage in physical activity via the In2Sport program. For example juniors with disability, those from culturally diverse backgrounds and vulnerable communities.	Leisure and Community Facilities
1.1.3 Support increased gender equality and reduce gender based violence^	Prioritise early intervention for family violence and extend support to vulnerable communities. This includes conducting family violence assessments through Maternal and Child Health.	Community Care
	Deliver community education sessions with kindergartens, playgroups and other community groups about identification and early intervention for families and individuals who may be facing family violence.	Community Care
1.1.4 Provide community health and wellbeing services across the lifespan	Develop a life-stage approach to strategically supporting the wellbeing of children, youth and older adults.	Community Care
	Boost life-long health, food security and wellbeing for diverse communities and age groups through a wide range of programs provided by Neighbourhood Houses, community centres and libraries.	Community Learning and Participation
1.1.5 Support safe and inclusive communities	Design streetscapes and public realm that provides safe and inviting spaces for the community using Crime Prevention through Urban Design Principles.	Parks and Public Realm
	Work with Victoria Police and services to promote service coordination at key locations across Brimbank to support community safety and wellbeing.	Community Strengthening and Social Planning
1.1.6 Support and advocate to reduce risk factors impacting vulnerable communities	Implement Year Two actions in the Disability Action Plan including: • Working with the Local Area Coordination provider of the NDIS (National Disability Insurance Scheme) to strengthen partnerships and support the implementation of community capacity building, including access to information, education and other services • Developing opportunities to partner with State Sporting Associations and local sporting clubs to provide and support access to sport and leisure opportunities for people with disability and their carers.	Community Strengthening and Social Planning
	Continue to embed the Homelessness Protocol and enhance the way Council responds to homelessness.	Community Strengthening and Social Planning

Together We are Brimbank DRAFT: Year Four Annual Action Plan	Strategic Direction – People and Community *A welcoming, safe and supported community – an inclusive place for all*	* Denotes Municipal Health & Wellbeing Plan

Strategic Objective: Pride & Participation	YEAR FOUR ACTIONS	Responsibility
1.2.1 Enable social, cultural and artistic expression	Enable Brimbank's diverse residents and communities to express themselves culturally and artistically through creative programming, grants, events and exhibitions.	Community Learning and Participation
1.2.2 Continue our commitment to respecting and recognising Aboriginal and Torres Strait Islander peoples and culture	Deliver Year 1 of the Reconciliation Action Plan. This includes: • Meeting with local Aboriginal and Torres Strait Islander stakeholders and organisations to develop guiding principles for future engagement • Developing and implementing an engagement plan to work with Aboriginal and Torres Strait Islander stakeholders and organisations.	Community Strengthening and Social Planning
	Continue to support the establishment of Cooinda - the first dedicated Aboriginal and Torres Strait Islander Community Centre in Brimbank.	Community Strengthening and Social Planning
1.2.3 Deliver a range of initiatives that celebrate diversity and intercultural sharing	Facilitate events and acknowledgement activities that engage community in important diversity and inclusion celebrations, solidarity, commemorations and awareness.	Community Strengthening and Social Planning
	Provide community grants that enable community members to lead initiatives that celebrate diversity and cultural learning.	Community Strengthening and Social Planning
1.2.4 Encourage vibrant community events and activities	Deliver a Community Events program, which includes: • We Are Brimbank Awards (including Brimbank Citizen of the Year and Young Brimbank Citizen of the Year) • Festive Season Events • The 'BeBold' Festival • NADIOC Week official flag raising Ceremony • Brimbank Readers and Writers Festival.	Communications and Community Engagement

Together We are Brimbank DRAFT: Year Four Annual Action Plan	Strategic Direction – Places and Spaces *Liveable and connected neighbourhoods that support health and sustainable futures for all*	^ Denotes Municipal Health & Wellbeing Plan

Council Services supporting Places and Spaces

- Climate Emergency and Environment
- Parks and Public Realm
- Operations
- City Development
- Facilities and Major Projects
- Engineering and Infrastructure
- Assets, Capital Works and Property Services

Strategic Objective: Liveable & Connected	YEAR FOUR ACTIONS	Responsibility
2.1.1 Contribute to the transformation of the transport network to be active, sustainable, connected and equitable	Continue implementation of the Brimbank Cycling and Walking Strategy to provide a network that supports active transport; including the Jones Creek trail bridge (shared user path) in Cairnlea.	Parks and Public Realm
	Complete a Car Parking Management Plan around the Sunshine Hospital Precinct.	Engineering and Infrastructure Services
2.1.2 Showcase and provide quality public spaces and streetscapes where people can connect and recreate	Investigate, develop and promote opportunities for public and street art that contributes to vibrant and engaging public places and spaces in Brimbank.	Community Learning and Participation
	Prepare designs for the revitalisation of Local Activity Centres (LAC) comprising streetscape and public realm developments at: • Billingham Road (Deer Park) • Glengala Road (sunshine West) • East Esplanade (St Albans).	Parks and Public Realm
	Deliver an upgraded dog park at Frost Goldsmith Easement in Delahey, including a new fenced area.	Parks and Public Realm
	Deliver park upgrades at: • Cocoparra Cres Reserve, Taylors Lakes • Larisa Reserve , St Albans • Kevin Flint Reserve, Cairnlea	Parks and Public Realm
2.1.3 Provide community facilities that are responsive and adaptable to community needs	Develop projects that focus on increasing all-abilities access to community facilities, including design of an upgraded play space at Cliff Harvey Lagoon.	Parks and Public Realm
	Undertake preliminary work to inform the development of an Open Space Strategy.	Parks and Public Realm
	Enhance partnerships to improve reach to non-traditional users and marginalised communities in leisure centres.	Leisure and Community Facilities
	Develop and promote an Accessible and Inclusive Events Guide and investigate options for further promoting Inclusivity Brimbank.	Community Strengthening and Social Planning
	Implement the Brimbank Sports Facility Development Plan (2023) facility improvements.	Leisure and Community Facilities
	Commence design work on the Dempster Park Children's and Community Centre.	Assets, Capital Works and Property Services
	Provide library buildings and library collections that allow Brimbank community members from all backgrounds to access free books, information, games, computers and toys and be inspired and connected.	Community Learning and Partnership
2.1.4 Maximise urban greening through increased tree canopy cover and integrated water management	Finalise and commence implementation of Brimbank's new Integrated Water Management Strategy.	Climate Emergency and Environment
	Deliver environmental programs with community such as My Smart Garden program and community planting events, including: • Habitat and Biodiversity • Grow your own fruit • Habitat Hollows.	Climate Emergency and Environment
	Continue implementation of Council's Urban Forest Strategy through street tree planting in Kings Park, Deer Park and St Albans.	Parks and Public Realm

Draft

Together We are Brimbank DRAFT: Year Four Annual Action Plan	Strategic Direction – Places and Spaces *Liveable and connected neighbourhoods that support health and sustainable futures for all*	^ Denotes Municipal Health & Wellbeing Plan

Strategic Objective: Sustainable & Green	YEAR FOUR ACTIONS	Responsibility
2.2.1 Take action on Climate Emergency by working towards a carbon neutral Brimbank	Deliver initiatives that work towards a carbon neutral Brimbank, including: • Commencing implementation of the Sunshine Community battery project • Working towards a Solar Farm for Sunshine Energy Park • Delivering the Solar Pavilions Program.	Climate Emergency and Environment
	Deliver the 100% Renewable Brimbank program to enable the community to access renewable energy. This includes investigating how best to support the expansion of community electric vehicle charging infrastructure.	Climate Emergency and Environment
	Continue implementation of Council's Fleet Transition Plan including purchasing energy-efficient vehicles (subject to availability, functionality and budget considerations).	Operations
2.2.2 Collaborate with community in addressing Climate Change and its impacts on health^	Facilitate community capacity building initiatives, including: • Delivering the annual Environmental Events Calendar with programs such as 'Healthy food for a healthy planet' and 'Reducing food waste at home' • Supporting the community to stay safe during heatwaves • Supporting local businesses to access renewable energy and improve energy efficiency.	Climate Emergency and Environment
	Deliver the climate emergency stream of the Brimbank Community Grants Program to help the community respond to climate change.	Climate Emergency and Environment
	Review and update the Climate Emergency Plan, investigating new priority areas to address evolving climate action needs.	Climate Emergency and Environment
2.2.3 Increase the extent and condition of natural habitats through restoration and prevention of threats	Deliver services that aim to restore and prevent threats to the environment, including: • Creating habitats for native fauna and insects that enhance biodiversity • Improving the quality, extent, and connectivity of conservation reserves and areas of high biodiversity value (as priorities in the Conservation Asset Management Framework) • Raising awareness about the significance of our local grasslands and advocating for their protection.	Climate Emergency and Environment
	Work with schools to deliver community, habitat and indigenous plantings.	Climate Emergency and Environment
	Support environment groups and 'Friends of' groups to deliver revegetation or restoration projects within the municipality.	Climate Emergency and Environment
	Continue to deliver initiatives that protect and enhance the environment from the impact of feral cats. This includes investigating options for best-practice domestic cat management strategies.	City Regulatory Services
2.2.4 Invest in circular economy and improve waste management systems to increase recycling and reduce waste to landfill	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.	City Regulatory Services
	Promote local reuse and recycling options for household items including food and garden organics (FOGO) recycling in the lead-up to universal roll-out of FOGO (bright green lid) bins as part of the Recycling Victoria reforms.	Operations

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Council Services supporting Opportunity and Prosperity

- Strategic Planning
- Economic Development
- Sunshine Rising and Go St Albans Place Management
- Libraries
- Neighbourhood Houses and Community Centres
- Transforming Brimbank

Strategic Objective: Growing & Transforming	YEAR FOUR ACTIONS	Responsibility
3.1.1 Grow and diversify industry and support existing and new businesses	Implement Year Three actions of the Brimbank Economic Development Strategy 2022-2027, including: • Business communication and networking activities • Industry and Business Development activities.	City Strategy
	Implement the Brimbank Economic and Employment Advisory Committee.	City Strategy
3.1.2 Enhance community opportunities as a result of major development and infrastructure investment	Continue to work with the Department of Transport and Planning to finalise the design and further develop the Sunshine Station Masterplan.	Transforming Brimbank
	Continue to promote, partner and advocate for outcomes described in the Sunshine Priority Precinct 2050 Vision.	Transforming Brimbank
	Continue to work with the Department of Transport and Planning to develop the Albion Quarter Structure Plan.	Transforming Brimbank
	Commence the development of the Sunshine Energy Park (first stage) business cases.	Transforming Brimbank
3.1.3 Promote Brimbank as a destination to build the visitor economy and tourism	Continue to promote Brimbank as a destination to build the visitor economy through key Transforming Brimbank priorities.	Transforming Brimbank
	Promote Brimbank as a location for business and facilitate development to attract investment and economic uplift.	City Strategy
	Strengthen industry growth and development in Brimbank with a Visitor Economy Strategy review.	City Strategy
3.1.4 Facilitate housing diversity, population growth and development through planning and assessment processes	Progress the implementation of the Housing and Neighbourhood Character Policy to advance a long-term plan to manage housing growth and change across Brimbank.	City Strategy

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Strategic Objective: Earning & Learning	YEAR FOUR ACTIONS	Responsibility
3.2.1 Support economic and social inclusion ^	Continue to roll out non-English speaking business migrant attraction programs.	City Strategy
	Encourage local employment of people with disability by: • Promoting opportunities for local businesses to build capacity through disability awareness and education activities • Exploring local partnerships that enable pathways and opportunities for people with disability to volunteer in Brimbank.	Community Strengthening and Social Planning
3.2.2 Support community access to education and jobs	Provide tailored services, forge partnerships and role model opportunities to support Brimbank residents to access jobs and skills, including for young job seekers and young entrepreneurs.	Community Learning and Participation
	Promote local procurement by encouraging local businesses to employ more local people and by advocating for local procurement practices.	City Strategy
	Investigate options for short-term work engagement opportunities to build the skills and knowledge of young people.	Community Care
3.2.3 Promote the importance of education and encourage life-long learning across generations	Support, champion and promote opportunities for learning across all age groups through a range of programming, sector development, communications and other opportunities in Brimbank.	Community Learning and Participation
3.2.4 Work towards improving digital access and inclusion	Develop and run a range of programs and spaces that teach, encourage and support community members to use digital and other technology, regardless of the barriers they face.	Community Learning and Participation
	Research new data and insights to identify opportunities that increase the accessibility of Council's information and services available online.	Communications and Community Engagement

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Council Services providing Leadership & Governance

- Advocacy and Stakeholder Relationships
- Governance and Risk
- Community Engagement and Communications
- People, Culture and Wellbeing
- Financial Services
- Customer Service
- Corporate Planning and Reporting
- Chief Information Office

Strategic Objective: Engaged & Responsive	YEAR FOUR ACTIONS	Responsibility
4.1.1 Value community input through models of deliberative engagement and co-design	Expand and leverage Brimbank's Community Voice Panel for enhanced participation and consultation.	Communications and Community Engagement
	Continue to administer the H.V. McKay Memorial Gardens Strategic Management Group meetings to provide direction for the management and development of the Gardens.	Parks and Public Realm
4.1.2 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 through: • Establishing strong partnerships with key agencies, including police, fire services, and emergency medical services • Forming a dedicated Municipal Emergency Management Planning Committee (MEMPC) • Collaborating with committee members to maintain a comprehensive Municipal Emergency Management Plan (MEMP) • Ensuring the plan covers prevention, response, and recovery strategies.	Operations
4.1.3 Partner across multiple sectors to advocate for equal access towards social & environmental justice	Deliver the Advocacy Plan 2023-2025 that sets out Brimbank's key advocacy priorities, which include: • Transforming Brimbank • Mental health • Road infrastructure • Climate emergency • Addressing unemployment • Housing and homelessness • Melbourne Airport Third Runway • Gambling harm • Major parks • Libraries.	Advocacy and Stakeholder Relationships
	Review the Social Justice Charter to ensure the principles and framework are contemporary and provide a platform for social equity and inclusion across the Council.	Community Strengthening and Social Planning
4.1.4 Support the Brimbank community to engage in transparent democratic processes	Partner with the Victorian Electoral Commission in respect to Local Government elections in compliance with the Local Government Act 2020 (the Act).	Governance and Risk
	Develop and implement a comprehensive Councillor transition program designed to equip the incoming Council with the necessary support and resources for effective governance.	Governance and Risk

Strategic Objective: High Performing & Accountable	YEAR FOUR ACTIONS	Responsibility
4.2.1 Reward a culture of high performance that demonstrates commitment to community	Continue to implement Council's Organisational Development Framework (2023–2027). Actions for 2024/2025 include: • Establishing a Brimbank Leadership Model • Commencing work to inform and create Council's updated Gender Equity Action Plan for 2025-2029.	People, Culture and Wellbeing
4.2.2 Continue to model a safe, healthy, diverse and equitable organisation	Implement 2024-2025 actions of Council's Occupational Health and Safety (OHS) Strategic Plan.	People, Culture and Wellbeing
	Through education and skill development strengthen organisational capability for intersectionality approaches to an inclusive workplace.	People, Culture and Wellbeing
	(Within Council) work to: • Increase participation of people with disabilities across Council's employment programs, including work experience	People, Culture and Wellbeing
	• Consider and progress Council's volunteering recruitment strategies to provide more participation opportunities for people with disability.	Community Strengthening and Social Planning
4.2.3 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) through the Brimbank Annual Report 2024 - 2025.	Customer Experience and Service Innovation
4.2.4 Continue to manage our assets and finances sustainably and responsibly	Allocate a minimum asset renewal budget of 85%, relative to the depreciation expense for 2024-2025, with an intent to increase this year on year for the next 10 years, to actively manage the asset renewal gap and ensure sustainable asset management.	Assets, Capital Works and Property Services
4.2.5 Embrace technology and innovation to deliver continuous improvement opportunities	Commence the business case for the Connected Brimbank initiative. This will consider Council's long term information system needs in supporting customer service, information security and operational excellence and compliance obligations.	Chief Information Officer
	Continue to implement improvements to key systems and processes, including • Supporting the upgrade of Office 365 for all staff • Upgrading Content Manager by December 2024 • Upgrading aged telephony systems by December 2024 • Replacing the finance system Computron by mid-2025.	Chief Information Officer

Brimbank City Council

Draft Financial Plan 2024-2034

Attachment 13.1.3

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1 INTRODUCTION

1.1 INTRODUCTION

The Financial Plan 2024-2034 (FP) reflects Council's ongoing priority to make Brimbank a truly diverse community in the heart of the west and a place where people can enjoy living, working and growing. The next ten year's are exciting times for our community but it's not without its challenges as well.

Council will continue to focus on improving and enhancing our city, investing in ongoing capital works projects and upgrading facilities and open spaces to ensure the best possible quality of life for all residents.

Through Transforming Brimbank Future Priorities 2050, Council is also committed to growing Brimbank into powerhouse of Melbourne's west. The Melbourne Airport Rail and Sunshine Super Hub are transformational infrastructure projects which will generate unprecedented business, employment, health, education and social opportunities for the region. Combined with the creation of the Sunshine Priority Precinct and major private investment, Brimbank is being reimagined. Council is committed to working collaboratively to leverage the coming investment to deliver positive social, economic and environmental benefits for Brimbank and the surrounding regions.

In 2020, Council adopted the Brimbank Climate Emergency Plan 2020-2025, which acknowledges the 21st century as a period of climate emergency, and that this urgent crisis presents an opportunity for positive social change. Under this Plan, Brimbank commits to lead the community towards a target of zero net greenhouse gas emissions for Council operations by 2030, and for the Brimbank municipality by 2040 through a number of actions and initiatives.

The FP outlines Council's objective of being financially sustainable in the short, medium and long-term to delver on future projects and address challenges, while upholding strong financial management principles by ensuring revenue, expenses, assets, liabilities, investments and financial transactions are managed in accordance with a Council's financial policies and strategic plans; financial risks are monitored and managed prudently having regard to economic circumstances; and financial policies and strategic plans are predictable in the financial impact on the municipal community.

1.2 PURPOSE OF THE FINANCIAL PLAN

The purpose of the FP is to guide future strategies and actions to ensure that Council continues to operate in a sustainable manner.

The FP is designed as a 'high-level' summary document that outlines future planning of Council's financial outcomes, particularly in relation to key components such as rate levels, service levels to the community, major infrastructure asset replacement and renewal, loan borrowings and cash reserves.

The FP is driven by the content of a range of strategic documents prepared by Council including:

- Brimbank Community Vision 2040
- Brimbank Council Plan
- Asset Plan

The FP and Council Plan is a guide for future action and encourages Council to consider the impact that decisions made today will have on Council's long-term sustainability.

The FP has been developed to provide the following outcomes for Council:

- Establish a prudent and sound financial framework, combining and integrating financial strategies to achieve a planned outcome
- Establish a financial framework against which Council's strategies, policies and financial performance can be measured against

- Ensure that Council complies with sound financial management principles, as required by the Victorian *Local Government Act 2020* (the Act)
- Allow Council to meet the objectives of the Act to promote social, economic and environmental viability and sustainability of the municipal district (Section 9 (2)(c)) and maintaining the ongoing financial viability of Council (Section 9 (2)(g)).

The short to medium term objectives of Council's FP are to:

- Achieve a prudent balance between meeting the service needs of the community and remaining financially sustainable for future generations
- Progressively address the funding gap to increase capital expenditure through the life of the FP and meet the asset renewal requirements as outlined in the Asset Plan
- Ensure that rates, fees and charges are manageable and sustainable
- Provide a stable level of rates structure in a rate cap environment
- Loan borrowings are able to be serviced and maintained at a prudent level
- Maintain a strong cash position and a positive liquidity ratio, ensuring Council remains financially sustainable in the long term
- Achieve an underlying operational surplus
- Continue to pursue funding for strategic capital projects from the State Government and Federal Government, and
- Ensure decisions are made having regard to their financial effects on future generations.

The FP is a balanced plan that aims at imbedding the growth that has taken place; it is financially responsible whilst maintaining services to the community and ensuring financial sustainability for future generations.

The FP is a dynamic document and it is anticipated that it will be regularly updated as part of Council's annual strategic planning and annual budget process and as major changes occur.

1.3 REGULATORY FRAMEWORK

Council has a legislative requirement to comply with the financial management principles as detailed under Section 101 of the Act.

1) The following are the financial management principles:
   a) revenue, expenses, assets, liabilities, investments and financial transactions must be managed in accordance with a Council's financial policies and strategic plans
   b) financial risks must be monitored and managed prudently having regard to economic circumstances
   c) financial policies and strategic plans, including the Revenue and Rating Plan, must seek to provide stability and predictability in the financial impact on the municipal community
   d) accounts and records that explain the financial operations and financial position of the Council must be kept.

2) For the purposes of the financial management principles, financial risk includes any risk relating to the following:
   a) the financial viability of the Council
   b) the management of current and future liabilities of the Council
   c) the beneficial enterprises of the Council.

2 FINANCIAL PLAN CONTEXT

This section describes the context and external/internal environment and consideration in determining the 10 year financial projections and assumptions.

2.1 STRATEGIC INTEGRATED PLANNING FRAMEWORK

The FP does not operate in isolation from Council's strategic planning framework but rather complements this work and acts as a resourcing tool to enable Council to achieve the objectives outlined in the Community Vision 2040 and the Council Plan.

Council has an integrated planning approach that aligns our strategic, financial and operational policies, plans and strategies with the community's aspirations for Brimbank both now and into the future.

The integrated planning approach is based on the Community Vision 2040 vision and goals and how these will be achieved according to the timeframe: short term (annual); medium term (four years); and long term (10 to 20 years).

The Community Vision 2040 describes the community's vision and priorities for the future and establishes a shared basis for planning, service delivery and advocacy undertaken by Council, service providers, community groups and community members. It provides a framework for the development of the Council Plan and addressing community health and wellbeing priorities in partnership with government and health sector organisations.

The Council Plan describes the outcomes Council aims to achieve during its term, the strategies that will shape its program of work over the next four years and the resources required to achieve the desired outcomes.

The FP and Annual Budget document the financial resources required to achieve the goals and strategic objectives in the Council Plan.

The Municipal Strategic Statement provides a strategic vision for our future by setting out objectives for prospective land use and development in Brimbank.

The Climate Emergency Plan's principal purpose is to outline Council's position statement on the climate emergency, with the aim that this statement orientates social transformation, with Council taking a municipal leadership role, while promoting action from, and collaboration with, all quarters.

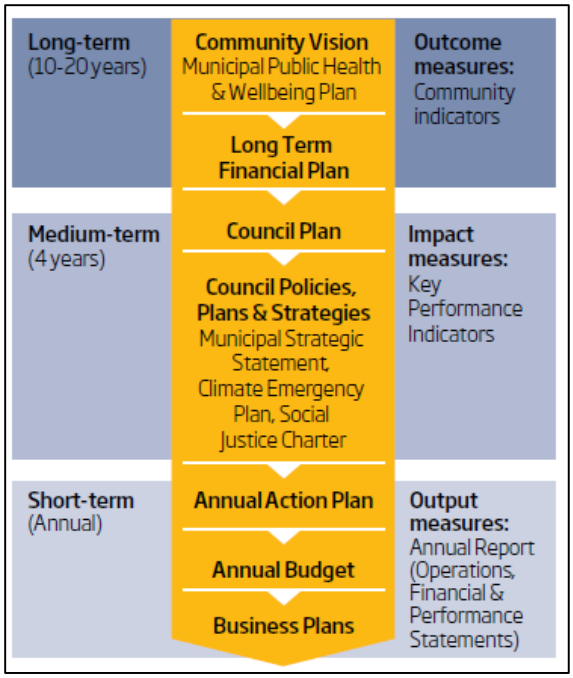
The Social Justice Charter outlines Council's commitment is to social justice and human rights and aims for all Brimbank residents, workers, and visitors to thrive socially and economically regardless of personal circumstances or where they were born.

A range of policies, plans and strategies are developed, implemented and reviewed by Council on a regular basis. These guide Council's roles in planning for services and infrastructure, partnerships and advocacy and are aligned with the goals and strategic objectives in the Council Plan.

Progress is communicated through the Annual Report.

The integrated planning approach provides a basis for reporting and measuring across all Council activity on what has been achieved and progress towards meeting the vision for Brimbank.

The diagram below depicts Council's strategic planning framework:



2.2 COMMUNITY VISION

The Brimbank Community Vision 2040 describes the community's vision and priorities for the next 20 years. It establishes a shared framework for the community and partner organisations to work towards, under three themes:

- People
- Place
- Prosperity

The framework is outlined below:

People

Strategic directions	Community aspirations in 2040
Healthy Lifestyles	The community is healthy and active
Services and Facilities	Services and facilities are responsive to community need
Culture and Diversity	Brimbank is a vibrant and recognised cultural capital
Safety	The community feels safe and free from harm

Place

Strategic directions	Community aspirations in 2040
Getting Around	All modes of transport are well connected and accessible
Public Spaces	Public spaces and streetscapes showcase quality urban design, are accessible to all and are clean and well maintained
Environment	The community will live sustainably and engage with a healthy and protected natural environment

Prosperity

Strategic directions	Community aspirations in 2040
Education and Employment	Everyone has access to education, training and life-long learning to support their learning and employment aspirations
Local Economy	Brimbank is a major hub for employment, innovation and investment
Housing	Housing meets the needs of different people in the Brimbank community

Council places its community first in everything it does. Under the additional theme of Performance, Council measures the success of the strategic objectives within the three themes of the Community Vision 2040. As an organisation, Council works in ways that demonstrate integrity and transparency to provide a comprehensive picture of Council's performance to the community. This is achieved through quarterly Council Plan Progress Reports, the Brimbank Annual Report and adherence to the 86 indicators in the Local Government Performance Reporting Framework.

2.3 COUNCIL PLAN

Council and community planning is about envisioning and making choices that will shape the future. The role of local government is not only one of leadership, but also planning, advocacy and facilitating community participation.

The Council Plan describes the outcomes Council aims to achieve during its term, the strategies that will shape its program of work over the next four years and the resources required to achieve the desired outcomes.

Under the Act, a Council Plan must be prepared every four years after a general election, guided by deliberative engagement and adopted by the 31 October in the year following.

The Act stipulates that the Council Plan is required to include:

- The strategic direction of the Council
- Strategic objectives for achieving the strategic direction
- Strategies for achieving the objectives for a period of at least the next four financial years
- Strategic indicators for monitoring the achievement of the objectives
- A description of the Council's initiatives and priorities for services, infrastructure and amenity
- Any other matters prescribed by the regulations.

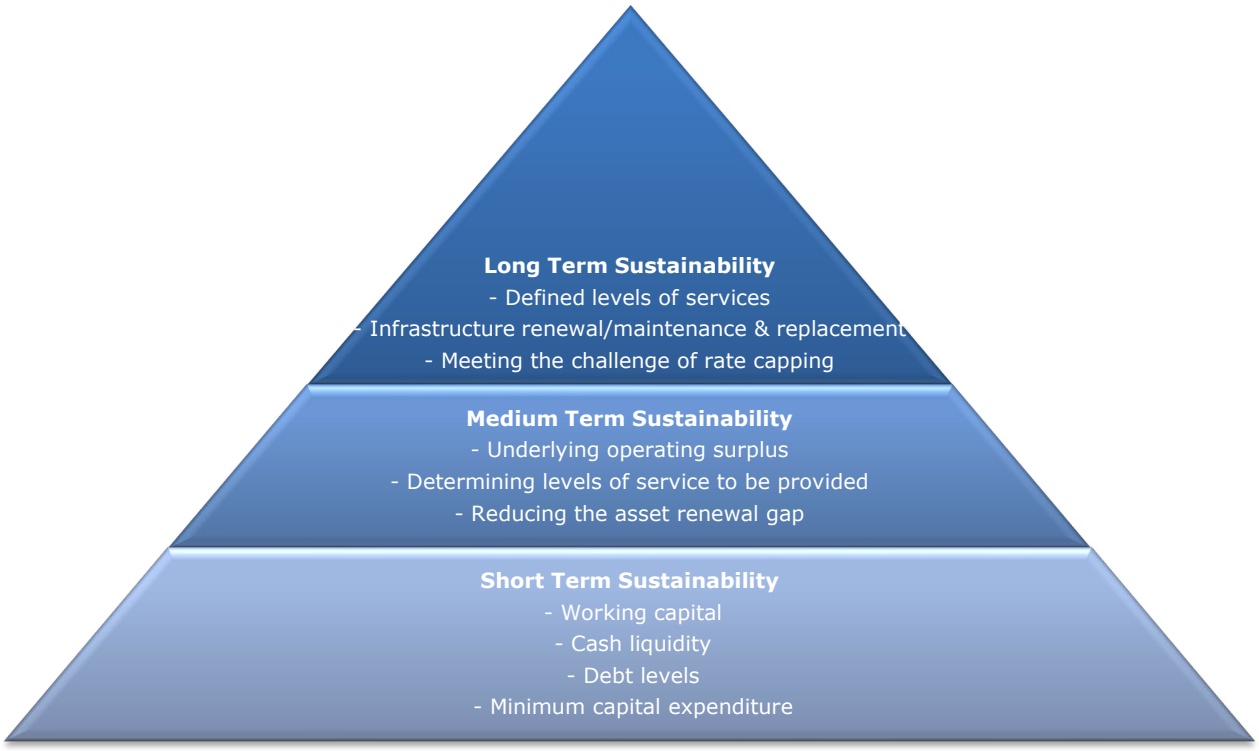
2.4 FINANCIAL PLAN OBJECTIVES

The key objective of the FP is financial sustainability in the medium to long term, while achieving Council's Strategic Objectives as specified in the Community Vision and the Council Plan.

The objectives of this FP are as follows (not prioritised):

- The achievement of meeting the service needs of the community (both now and future) and remaining financially sustainable for future generations;
- Progressively addressing the funding gap and increase capital expenditure through the life of the FP as outlined in the Asset Plan;
- Ensuring that rates, fees and charges are manageable and sustainable;
- Providing a stable level of rates structure;
- Loan borrowings are able to be serviced and maintained at a prudent level;
- Maintaining a strong cash position, ensuring Council remains financially sustainable in the long term;
- Maintain a positive liquidity ratio;
- Achieving an underlying operational surplus;
- Continuing to pursue funding for strategic capital projects from the State Government and Federal Government; and
- Ensuring decisions are made having regard to their financial effects on future generations.

In addition to the specific objectives outlined, it is also recognised that sound financial management can be demonstrated in the diagram below, based on the hierarchy of needs approach:



2.5 STRATEGIC FINANCIAL DIRECTION

The FP establishes the strategic financial framework for Council to meet the funding and investment challenges that lie ahead. It is prepared to ensure that the affordability of activities included in the Council Plan are considered and budgeted for.

The biggest challenge facing Council will be to maintain services and manage growth at a level to meet community expectations while rates, being Council's main source of income, are capped in line with the Victorian Government's rate capping system.

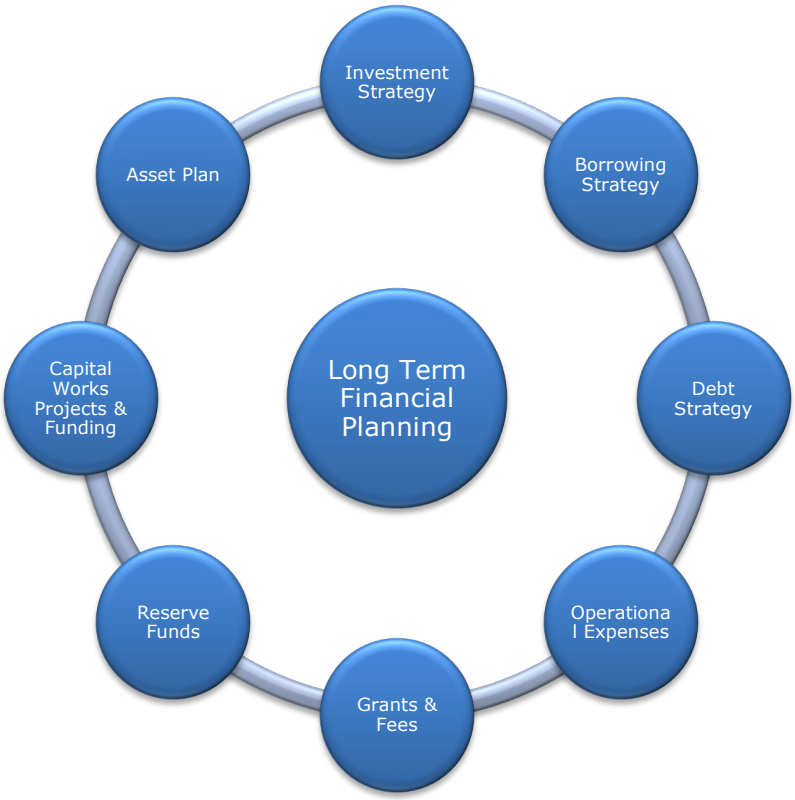
Additionally, Council will annually review its borrowing strategy, Asset Plan, capital investment, capital works program, the range and level of services provided and the revenue raised relative to user fees and charges and grants.

Brimbank City Council faces a number of diverse and complex strategic challenges including:

- Supporting the community through a COVID-19 recovery
- Renewing and maintaining existing assets
- Continuing to provide an appropriate range of services to a changing community
- Maintaining a sound financial position
- Addressing the need for capital expansion
- Climate emergency.

The FP will assist in addressing these challenges by informing future planning. The other key related issue is the risk and liability that Council and the community face if Council does not invest in asset renewal at an adequate rate (with a minimum desired rate equal to Council's annual depreciation charge).

The FP represents a comprehensive approach to document and integrate the various financial strategies of Council. The development of the long-term financial projections represents the output of several strategic areas that produce the financial direction of Council as shown in the diagram below. Each of these elements is detailed in the FP.



2.6 FINANCIAL POLICY STATEMENTS

This section defines the measures that demonstrates Council's financial sustainability in order to fund the aspirations of the Community Vision 2040 and the Council Plan.

Policy Statement	Measure	Target	Forecast 23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31	31/32	32/33	33/34
Council achieves an Underlying Surplus in the Income Statement excluding non-recurrent grants, monetary contributions and non-monetary assets. ($'000)	Adjusted Underlying Surplus > $0	>$0	(20,051)	(8,112)	(13,924)	(12,898)	(12,155)	(9,295)	(7,699)	(8,724)	(8,630)	(10,052)	(10,309)
Council's Liquidity Ratio is equal to or greater than 1:1	Current Assets/Current Liabilities > 1	>1	1.84	1.70	0.99	1.24	1.22	1.13	0.98	0.98	0.95	0.80	0.77
Council's Self-financing Ratio is equal to or greater than 10%.	Net Operating Cash Flows /Underlying Revenue => 10%	=>10%	21.38%	22.96%	22.79%	20.64%	20.52%	21.27%	21.74%	21.60%	21.33%	20.80%	20.41%
Council's Debt Servicing Ratio is equal to or below 5%	Borrowing Costs/Cash Revenue =<5%	=<5%	0.95%	0.96%	1.10%	0.78%	0.80%	0.76%	0.75%	0.69%	0.62%	0.49%	0.37%
Council's Debt Commitment Ratio is equal to or below 10%	Principle Repayments and Borrowing Costs/ Rates =<10%	=<10%	5.99%	6.11%	18.22%	7.43%	7.95%	8.33%	8.95%	7.41%	6.60%	5.91%	5.33%
Council's indebtedness ratio is equal to or below 40%	Non-current Liabilities /Own-source Revenue =<40%	=<40%	38.43%	36.86%	18.78%	25.27%	27.51%	24.87%	23.36%	22.55%	20.88%	16.30%	12.10%
Council will achieve an Asset Renewal ratio of 1	Renewal & Upgrade Expenditure /Depreciation = 1	=1	0.98	0.93	0.76	0.81	0.81	0.84	0.89	0.81	0.88	0.86	0.70

2.7 Strategic Actions

The following table highlights the outcomes, strategies and key actions of the adopted Financial Plan 2024-2034.

Details	Outcome	Strategy	Action
Financial Sustainability	That Council is able to meet current and future expenditure as it falls due and also have the ability to absorb foreseeable changes and materialising risks without significantly changing revenue and expenditure policies.	That Council achieve an underlying surplus in the Income Statement excluding non-recurrent grants, capital contributions and non-monetary assets. Council's liquidity ratio is equal to or greater than 1:1. That the cash position be sufficient to fund daily cash requirements as well as provide opportunities for funding of new acquisitions and short term contingencies. Council's self-financing ratio is equal to or greater than 10%.	That Council continue to undertake service reviews. That Council pursues recurrent grant funding and capital funding aligned with Council Plan objectives. That Council procure goods and services in accordance with Council Procurement Policy and procedures. That Council continue to implement a combination of zero based and incremental budgeting.
Long Term Borrowing Strategies	Loan borrowings are able to be serviced and provide services for current and future generations.	That Council retains its debt servicing ratio at or below 5% over the life of this FP. That Council retains its debt commitment ratio at or below 10% over the life of this FP. That Council retains its indebtedness ratio at or below 40% over the life of this FP. That Council's liquidity ratio is equal to or greater than 1:1.	Any new loan borrowings are to be used to fund capital investments where the community benefits are long term and there is a financial return to meet principle interest. That Council set aside sufficient funds in a reserve to repay any interest only debt in line with the Loan Repayment Reserve for Interest Only Debt – Major Policy.
Rating and Other Revenue Strategies	Provide a reasonable degree of consistency, equity and stability in the level of the rates burden and user fees and charges.	The Revenue and Rating Plan provides adequate funds to achieve an underlying surplus in the Income Statement excluding non-recurrent grants, capital	That Council retains Capital Improvement Value (CIV) as its valuation base. That Council retains the rating structure of eight

Details	Outcome	Strategy	Action
		contributions and non-monetary assets. The Revenue and Rating Plan provides adequate funds to ensure Council's liquidity ratio is equal to or greater than 1:1. The Revenue and Rating Plan provides adequate funds to fund capital works and reduce the Asset Renewal Gap over a period of time in accordance with Council's Asset Plan.	differential rates and conduct an annual review, subject to compliance with legislative requirements. That Council review its municipal charge annually to ensure an equitable contribution towards the administration and governance costs of Council. That Council benchmark its discretionary user fees and charges with other equivalent Councils biennially to ensure comparability to its benchmark partners.
Asset Management and Capital Works Program	Assets will be fit for purpose to provide the desired level of service to the community.	That Council have a 10 year capital works program in accordance with Asset Plan and ensure that adequate and affordable provision is made for the creation of new assets and the renewal of existing assets. That Council will endeavor to achieve an Asset Sustainability Ratio of 1.0 by 2034.	Council complete / update its Asset Plan for all asset classes with a focus on ensuring that public assets are fit for purpose and provide the required level of service to the community. Capital works proposals must have a business case which includes a life cycle costing and meet the objectives of the Council Plan. Council conducts condition audits triennially on all asset classes.
Service Provision and Planning	Council generates sufficient surpluses from operations to continue to provide the existing level of services and meet community demands and expectations.	Council continues to consult with the community to determine that the desired service levels will be achieved including a combination of revenue raising and the rationalisation and review of existing service levels.	That Council annually determines the range and level of services provided through the annual budget process incorporating an analysis of the organisational and financial capability.

2.8 Assumptions to the Financial Plan Statements

This section presents information in regard to the assumptions to the Comprehensive Income Statement for the 10 years from 2024/25 to 2033/34.

The table below outlines the annual escalations for the 10 year period for each income and expenditure line item contained in the Comprehensive Income Statement.

	24/25	25/26	26/27	27/28	28/29	29/30	30/31	31/32	32/33	33/34
CPI	2.75%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Growth in properties	0.75	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%	0.75%
Rates	2.75%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Supplementary Rates	$850K	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Service Charges	2.75%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Statutory Fees & Fines	2.75%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
User Fees & Charges	4%	4%	4%	4%	4%	4%	4%	4%	4%	4%
Grants - Operating (recurrent)	2.75%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Grants - Operating (non-recurrent)	Once off payment or payments. Forecast with no increase.									
Grants – Capital (recurrent)	2.75%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Grants – Capital (non-recurrent)	Once off payment or payments. Forecast with no increase.									
Contributions - monetary	2.75%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Contributions – non-monetary ($'000)	3,057	3,133	3,212	3,292	3,374	3,459	3,545	3,634	3,725	3,818
Other Income	2.75%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Interest on Investments	5.00%	3%	3%	3%	3%	3%	3%	3%	3%	3%
Employee Costs	2.2%	2%	2%	2%	2%	2%	2%	2%	2%	2%
FBT	2.2%	2%	2%	2%	2%	2%	2%	2%	2%	2%
Material & Services	2.75%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Utilities	2.75%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Bad & Doubtful Debts	Forecast with no increase.									
Depreciation & Amortisation	Rates are reviewed annually and are based on straight line method.									
Borrowing Costs	4.5%	3.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Other Expenses	2.75%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%

3 FINANCIAL PLAN STATEMENTS

3.1 COMPREHENSIVE INCOME STATEMENT

COMPREHENSIVE INCOME STATEMENT year ending 30 June	Forecast 23/24 $'000	Budget 24/25 $'000	Budget 25/26 $'000	Budget 26/27 $'000	Budget 27/28 $'000	Budget 28/29 $'000	Budget 29/30 $'000	Budget 30/31 $'000	Budget 31/32 $'000	Budget 32/33 $'000	Budget 33/34 $'000
Revenue											
Rates and charges	181,083	187,664	193,472	199,461	205,637	212,006	218,574	225,348	232,334	239,538	246,968
Statutory fees and fines	8,859	8,946	9,169	9,399	9,634	9,875	10,121	10,374	10,634	10,900	11,172
User fees	20,084	18,905	19,740	20,423	21,220	22,116	23,093	23,892	24,825	25,873	27,016
Grants - Operating (Recurrent)	10,546	25,322	25,853	26,499	27,161	27,840	28,536	29,250	29,981	30,731	31,499
Grants - Operating (Non-recurrent)	1,874	890	912	935	958	982	1,007	1,032	1,058	1,084	1,111
Grants - Capital (Recurrent)	1,308	1,130	1,160	1,160	1,160	1,160	30	30	30	30	30
Grants - Capital (Non-recurrent)	3,158	1,434	1,493	1,850	0	0	0	0	0	0	0
Contributions - Monetary	10,986	5,395	5,530	5,668	5,810	5,955	6,104	6,256	6,413	6,573	6,738
Contributions - Non monetary assets	3,300	3,057	3,133	3,212	3,292	3,374	3,459	3,545	3,634	3,725	3,818
Net gain on sale of non-current assets	305	495	45	46	47	48	50	51	52	53	55
Other income	11,718	11,820	11,060	10,548	10,957	11,464	11,726	11,875	12,366	12,832	12,999
	253,220	265,058	271,566	279,200	285,876	294,821	302,700	311,653	321,326	331,338	341,405
Expenses											
Employee costs	106,799	112,339	115,346	119,714	124,342	129,253	134,476	140,038	145,972	152,315	159,108
Materials and services	83,662	85,303	92,845	94,464	94,965	94,491	93,868	96,539	98,691	102,185	104,037
Bad and doubtful debts	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100
Depreciation and amortisation	55,485	56,126	57,529	58,967	60,441	61,952	63,501	65,088	66,716	68,384	70,093
Amortisation - right of use assets	1,910	1,861	1,476	859	1,390	1,300	1,193	1,193	887	887	887
Borrowing costs	2,383	2,515	2,965	2,149	2,269	2,217	2,250	2,126	1,983	1,601	1,237
Finance costs - leases	293	220	158	101	310	256	205	156	115	78	40
Other expenses	4,197	3,820	3,916	4,014	4,114	4,217	4,322	4,431	4,541	4,655	4,771
	255,828	263,284	275,335	281,369	288,930	294,788	300,915	310,670	320,005	331,206	341,274
Surplus /(deficit) for the year	**(2,608)**	**1,774**	**(3,769)**	**(2,169)**	**(3,054)**	**34**	**1,786**	**983**	**1,321**	**132**	**131**

3.2 BALANCE SHEET

BALANCE SHEET as at 30 June	Forecast 23/24 $'000	Budget 24/25 $'000	Budget 25/26 $'000	Budget 26/27 $'000	Budget 27/28 $'000	Budget 28/29 $'000	Budget 29/30 $'000	Budget 30/31 $'000	Budget 31/32 $'000	Budget 32/33 $'000	Budget 33/34 $'000
Current assets											
Cash and cash equivalents	78,946	80,290	64,129	63,548	65,105	60,890	51,179	49,858	47,398	35,986	33,918
Trade and other receivables	36,278	35,894	32,434	33,027	33,639	34,269	34,919	35,590	36,282	36,995	37,730
Inventories	119	119	119	119	119	119	119	119	119	119	119
Other assets	1,433	1,433	1,433	1,433	1,433	1,433	1,433	1,433	1,433	1,433	1,433
	116,776	117,736	98,116	98,127	100,296	96,712	87,651	87,000	85,232	74,533	73,201
Non Current Assets											
Property, infrastructure, plant and equipment	2,745,049	2,752,229	2,750,682	2,749,403	2,751,033	2,753,334	2,765,992	2,767,819	2,769,344	2,770,267	2,761,965
Right-of-use assets	3,428	2,001	910	667	4,959	3,748	2,662	1,469	887	(0)	(887)
Trade and other receivables	70	70	70	70	70	70	70	70	70	70	70
	2,748,547	2,754,300	2,751,662	2,750,140	2,756,062	2,757,152	2,768,724	2,769,358	2,770,302	2,770,337	2,761,148
Total Assets	2,865,323	2,872,036	2,849,778	2,848,268	2,856,359	2,853,864	2,856,375	2,856,358	2,855,534	2,844,870	2,834,349
Current Liabilities											
Trade and other payables	25,501	26,171	28,581	29,218	29,540	29,577	29,573	30,517	31,302	32,451	33,099
Trust funds and deposits	4,073	4,373	4,673	4,973	5,273	5,573	5,873	6,173	6,473	6,773	7,073
Provisions	23,642	24,310	24,981	25,671	26,381	27,110	27,860	28,631	29,423	30,238	31,075
Lease liabilities	1,646	1,697	1,444	977	1,331	1,271	1,242	1,017	920	957	995
Interest bearing loans and borrowings	8,630	9,114	32,480	12,812	14,224	15,582	17,464	14,722	13,477	12,651	12,019
	63,492	65,665	92,159	73,652	76,749	79,114	82,012	81,060	81,595	83,070	84,262
Non Current Liabilities											
Trust funds and deposits	6,605	6,605	6,605	6,605	6,605	6,605	6,605	6,605	6,605	6,605	6,605
Provisions	2,568	2,629	2,703	2,778	2,856	2,936	3,018	3,103	3,190	3,279	3,371
Lease liabilities	5,640	3,943	2,499	1,522	6,403	5,132	3,889	2,872	1,952	995	(0)
Interest bearing loans and borrowings	77,004	81,405	37,559	57,415	60,279	56,338	54,993	55,513	53,281	41,456	30,070
	91,817	94,583	49,366	68,320	76,143	71,011	68,506	68,093	65,028	52,335	40,046
Total Liabilities	155,309	160,248	141,525	141,973	152,893	150,125	150,518	149,153	146,623	135,405	124,307
Net Assets	2,710,014	2,711,788	2,708,253	2,706,295	2,703,466	2,703,739	2,705,857	2,707,205	2,708,911	2,709,465	2,710,042
Equity											
Accumulated Surplus /(Deficit)	1,115,630	1,120,967	1,135,901	1,133,939	1,131,106	1,131,374	1,133,487	1,134,831	1,136,531	1,137,081	1,137,652
Reserves	1,594,384	1,590,821	1,572,352	1,572,356	1,572,360	1,572,365	1,572,369	1,572,374	1,572,379	1,572,384	1,572,390
-Asset Revaluation Reserve	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555
-Sinking Fund Reserve	12,400	13,700	0	0	0	0	0	0	0	0	0
-Developer Contributions Reserve	16,882	16,793	16,797	16,801	16,805	16,810	16,814	16,819	16,824	16,830	16,835
-Major Projects Reserve	9,547	4,774	0	0	0	0	0	0	0	0	0
Total Equity	2,710,014	2,711,788	2,708,253	2,706,295	2,703,466	2,703,739	2,705,857	2,707,205	2,708,911	2,709,465	2,710,042

3.3 STATEMENT OF CHANGES IN EQUITY

STATEMENT OF CHANGES IN EQUITY as at 30 June	Forecast 23/24 $'000	Budget 24/25 $'000	Budget 25/26 $'000	Budget 26/27 $'000	Budget 27/28 $'000	Budget 28/29 $'000	Budget 29/30 $'000	Budget 30/31 $'000	Budget 31/32 $'000	Budget 32/33 $'000	Budget 33/34 $'000
Accumulated Surplus /(Deficit)											
Balance at the beginning of the year	1,119,533	1,115,630	1,120,967	1,135,901	1,133,939	1,131,106	1,131,374	1,133,487	1,134,831	1,136,531	1,137,081
Surplus /(deficit) for the year	(2,608)	1,774	(3,535)	(1,958)	(2,829)	273	2,118	1,349	1,705	555	576
Net asset revaluation increment /(decrement)	0	0	0	0	0	0	0	0	0	0	0
Transfers to reserves	(1,489)	(1,400)	(1,404)	(108)	(112)	(117)	(122)	(127)	(132)	(137)	(142)
Transfers from reserves	194	4,963	19,874	104	108	112	117	122	127	132	137
Balance at the end of the year	1,115,630	1,120,967	1,135,901	1,133,939	1,131,106	1,131,374	1,133,487	1,134,831	1,136,531	1,137,081	1,137,652
Asset Revaluation Reserve											
Balance at the beginning of the year	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555
Surplus /(deficit) for the year	0	0	0	0	0	0	0	0	0	0	0
Net asset revaluation increment /(decrement)	0	0	0	0	0	0	0	0	0	0	0
Transfers to reserves	0	0	0	0	0	0	0	0	0	0	0
Transfers from reserves	0	0	0	0	0	0	0	0	0	0	0
Balance at the end of the year	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555
Other Reserves											
Balance at the beginning of the year	37,534	38,829	35,266	16,797	16,801	16,805	16,810	16,814	16,819	16,824	16,830
Surplus /(deficit) for the year	0	0	0	0	0	0	0	0	0	0	0
Net asset revaluation increment /(decrement)	0	0	0	0	0	0	0	0	0	0	0
Transfers to reserves	1,489	1,400	1,404	108	112	117	122	127	132	137	142
Transfers from reserves	(194)	(4,963)	(19,874)	(104)	(108)	(112)	(117)	(122)	(127)	(132)	(137)
Balance at the end of the year	38,829	35,266	16,797	16,801	16,805	16,810	16,814	16,819	16,824	16,830	16,835

3.4 Statement of Cash Flows

STATEMENT OF CASH FLOWS year ending 30 June	Forecast 23/24 $'000	Budget 24/25 $'000	Budget 25/26 $'000	Budget 26/27 $'000	Budget 27/28 $'000	Budget 28/29 $'000	Budget 29/30 $'000	Budget 30/31 $'000	Budget 31/32 $'000	Budget 32/33 $'000	Budget 33/34 $'000
Cash flows from operating activities											
Rates and charges	181,083	188,048	196,932	198,868	205,025	211,376	217,924	224,678	231,642	238,825	246,232
Statutory fees & fines	8,859	8,946	9,169	9,399	9,634	9,875	10,121	10,374	10,634	10,900	11,172
User charges	20,084	18,905	19,740	20,423	21,220	22,116	23,093	23,892	24,825	25,873	27,016
Grants	16,885	28,776	29,417	30,444	29,279	29,982	29,573	30,312	31,069	31,845	32,640
Contributions - monetary	10,986	5,395	5,530	5,668	5,810	5,955	6,104	6,256	6,413	6,573	6,738
Other receipts	11,718	11,820	11,293	10,759	11,181	11,703	12,058	12,241	12,751	13,254	13,444
Employee costs	(106,774)	(111,585)	(114,578)	(118,924)	(123,530)	(128,419)	(133,618)	(139,156)	(145,066)	(151,384)	(158,150)
Materials and services	(83,714)	(84,827)	(90,658)	(93,995)	(94,820)	(94,629)	(94,048)	(95,764)	(98,067)	(101,172)	(103,500)
Trust funds and deposits	300	300	300	300	300	300	300	300	300	300	300
Other payments	(5,297)	(4,920)	(5,016)	(5,114)	(5,214)	(5,317)	(5,422)	(5,531)	(5,641)	(5,755)	(5,871)
	54,129	60,857	62,129	57,828	58,886	62,942	66,085	67,602	68,859	69,259	70,021
Cash flows from investing activities											
Payments for property, infrastructure, plant & equipment	(63,349)	(61,357)	(53,487)	(55,560)	(57,895)	(61,028)	(72,836)	(63,596)	(65,010)	(65,545)	(57,935)
Proceeds from sale of property, infrastructure, plant & equipment	1,242	1,221	45	46	47	48	50	51	52	53	55
	(62,106)	(60,136)	(53,442)	(55,513)	(57,848)	(60,979)	(72,787)	(63,545)	(64,958)	(65,491)	(57,881)
Cash flows from financing activities											
Finance costs	(2,221)	(2,346)	(2,766)	(2,005)	(2,116)	(2,068)	(2,098)	(1,983)	(1,850)	(1,494)	(1,154)
Proceeds from interest bearing loans and depos	6,000	14,000	12,000	13,000	18,500	13,000	18,000	12,500	10,000	0	0
Repayment of interest bearing loans and depos	(8,630)	(9,114)	(32,480)	(12,812)	(14,224)	(15,582)	(17,464)	(14,722)	(13,477)	(12,651)	(12,019)
Interest paid - lease liability	(293)	(220)	(158)	(101)	(310)	(256)	(205)	(156)	(115)	(78)	(40)
Repayment of lease liabilities	(1,646)	(1,697)	(1,444)	(977)	(1,331)	(1,271)	(1,242)	(1,017)	(920)	(957)	(995)
	(6,790)	622	(24,848)	(2,896)	519	(6,178)	(3,010)	(5,378)	(6,362)	(15,180)	(14,208)
Net (decrease)/increase in cash held	(14,767)	1,344	(16,160)	(582)	1,557	(4,215)	(9,712)	(1,321)	(2,460)	(11,412)	(2,068)
Cash at beginning of the year	93,713	78,946	80,290	64,129	63,548	65,105	60,890	51,179	49,858	47,398	35,986
Cash at the end of the year	78,946	80,290	64,129	63,548	65,105	60,890	51,179	49,858	47,398	35,986	33,918

3.5 Statement of Capital Works

STATEMENT OF CAPITAL WORKS year ending 30 June	Forecast 23/24 $'000	Budget 24/25 $'000	Budget 25/26 $'000	Budget 26/27 $'000	Budget 27/28 $'000	Budget 28/29 $'000	Budget 29/30 $'000	Budget 30/31 $'000	Budget 31/32 $'000	Budget 32/33 $'000	Budget 33/34 $'000
Property											
Land	50	0	0	0	0	0	0	0	0	0	0
Buildings	10,055	15,571	11,713	12,852	9,487	19,550	23,250	17,800	17,350	21,350	13,750
Heritage buildings	0	384	0	0	0	0	0	0	0	0	0
	10,105	15,955	11,713	12,852	9,487	19,550	23,250	17,800	17,350	21,350	13,750
Plant and Equipment											
Plant, machinery and equipment	5,099	3,957	3,130	3,790	4,302	2,340	2,955	2,960	2,965	2,970	2,975
Computers and telecommunications	0	80	70	85	85	85	85	85	85	85	85
Library books	802	825	825	825	825	825	825	825	825	825	825
	5,902	4,862	4,025	4,700	5,212	3,250	3,865	3,870	3,875	3,880	3,885
Infrastructure											
Roads	29,039	26,470	26,733	27,897	28,081	28,063	28,481	28,116	28,305	27,920	28,025
Footpaths and cycleways	1,886	2,325	1,624	2,541	1,825	580	3,380	4,300	3,130	3,050	1,630
Drainage	1,759	1,620	900	1,525	1,050	1,525	1,025	1,525	1,025	1,525	1,025
Recreational, leisure and community facilities	4,144	3,885	3,435	1,500	6,330	3,025	4,425	3,175	4,175	3,125	4,275
Parks, open space and streetscapes	10,514	6,240	5,056	4,545	5,910	5,035	8,410	4,810	7,150	4,695	5,345
	47,343	40,540	37,749	38,008	43,196	38,228	45,721	41,926	43,785	40,315	40,300
	63,349	61,357	53,487	55,560	57,895	61,028	72,836	63,596	65,010	65,545	57,935
Renewal	43,221	41,687	36,604	38,480	42,363	37,226	40,370	38,374	43,467	44,558	37,432
Upgrade	10,997	10,635	6,940	9,316	6,808	15,095	16,307	14,660	15,013	14,066	11,383
New	9,131	9,035	9,942	7,763	8,723	8,706	16,159	10,562	6,531	6,921	9,120
	63,349	61,357	53,487	55,560	57,895	61,028	72,836	63,596	65,010	65,545	57,935
Current year	46,804	58,666	53,487	55,560	57,895	61,028	72,836	63,596	65,010	65,545	57,935
Prior year carry forward	16,545	2,690	0	0	0	0	0	0	0	0	0
	63,349	61,357	53,487	55,560	57,895	61,028	72,836	63,596	65,010	65,545	57,935

3.6 Statement of Human Resources

STATEMENT OF HUMAN RESOURCES year ending 30 June	Forecast 23/24 $'000	Budget 24/25 $'000	Budget 25/26 $'000	Budget 26/27 $'000	Budget 27/28 $'000	Budget 28/29 $'000	Budget 29/30 $'000	Budget 30/31 $'000	Budget 31/32 $'000	Budget 32/33 $'000	Budget 33/34 $'000
Staff Expenditure											
Employee costs - operating	106,799	112,339	115,346	119,714	124,342	129,253	134,476	140,038	145,972	152,315	159,108
Employee costs - capital	0	0	0	0	0	0	0	0	0	0	0
Total staff expenditure	106,799	112,339	115,346	119,714	124,342	129,253	134,476	140,038	145,972	152,315	159,108
Staff numbers											
Employees	964.2	982.2	992.0	1,001.9	1,012.0	1,022.1	1,032.3	1,042.6	1,053.0	1,063.6	1,074.2
Total staff numbers	964.2	982.2	992.0	1,001.9	1,012.0	1,022.1	1,032.3	1,042.6	1,053.0	1,063.6	1,074.2

3.7 SUMMARY OF PLANNED HUMAN RESOURCES EXPENDITURE

3.1 Summary of Planned Human Resources Expenditure
For the four years ending 30 June 2028

	2024/25 ($'000)	2025/26 ($'000)	2026/27 ($'000)	2027/28 $'000	2028/29 ($'000)	2029/30 ($'000)	2030/31 $'000	2031/32 ($'000)	2032/33 ($'000)	2033/34 $'000
Employee Expenses										
Consolidated										
Permanent - Full time	68,165	69,990	72,640	75,449	78,428	81,598	84,973	88,573	92,422	96,544
Female	26,544	29,306	30,418	31,594	32,842	34,169	35,582	37,090	38,702	40,428
Male	35,659	36,613	38,000	39,469	41,027	42,685	44,451	46,334	48,348	50,504
Vacant	3,962	4,068	4,222	4,386	4,559	4,743	4,939	5,149	5,372	5,612
Permanent - Part time	21,068	21,632	22,451	23,319	24,240	25,220	26,263	27,376	28,565	29,839
Female	14,205	14,585	15,137	15,722	16,343	17,004	17,707	18,457	19,259	20,118
Male	3,890	3,995	4,146	4,306	4,476	4,657	4,850	5,055	5,275	5,510
Vacant	3,010	3,091	3,208	3,332	3,463	3,603	3,752	3,911	4,081	4,263
Casuals, temporary and other expenditure	23,106	23,724	24,623	25,575	26,585	27,659	28,803	30,023	31,328	32,725
Total Brimbank City Council	112,339	115,346	119,714	124,342	129,253	134,476	140,038	145,972	152,315	159,108
Office of the Chief Executive Officer										
Permanent - Full time	0	0	0	0	0	0	0	0	0	0
Female	0	0	0	0	0	0	0	0	0	0
Male	0	0	0	0	0	0	0	0	0	0
Vacant	0	0	0	0	0	0	0	0	0	0
Permanent - Part time	85	87	91	94	98	102	106	110	115	120
Female	85	87	91	94	98	102	106	110	115	120
Male	0	0	0	0	0	0	0	0	0	0
Vacant	0	0	0	0	0	0	0	0	0	0
Casuals, temporary and other expenditure	442	453	471	489	508	529	551	574	599	625
Total Office of the Chief Executive Officer	527	541	561	583	606	630	656	684	714	746
Corporate Services										
Permanent - Full time	4,439	4,558	4,730	4,913	5,107	5,313	5,533	5,768	6,018	6,287
Female	1,790	1,838	1,908	1,981	2,060	2,143	2,231	2,326	2,427	2,535
Male	1,525	1,566	1,625	1,688	1,755	1,825	1,901	1,981	2,068	2,160
Vacant	1,124	1,154	1,196	1,244	1,293	1,345	1,401	1,460	1,524	1,592
Permanent - Part time	124	127	132	137	142	148	154	161	168	175
Female	110	113	118	122	127	132	138	143	150	156
Male	0	0	0	0	0	0	0	0	0	0
Vacant	13	14	14	15	15	16	17	17	18	19
Casuals, temporary and other expenditure	829	851	883	917	954	992	1,033	1,077	1,124	1,174
Total Corporate Services	5,391	5,536	5,745	5,967	6,203	6,454	6,721	7,005	7,310	7,636
City Futures Division										
Permanent - Full time	9,816	10,079	10,460	10,865	11,294	11,750	12,236	12,755	13,309	13,903
Female	5,342	5,485	5,693	5,913	6,148	6,395	6,659	6,941	7,243	7,566
Male	4,474	4,594	4,768	4,952	5,148	5,356	5,577	5,813	6,066	6,337
Vacant	0	0	0	0	0	0	0	0	0	0
Permanent - Part time	2,517	2,584	2,682	2,786	2,896	3,013	3,137	3,270	3,412	3,564
Female	1,385	1,401	1,454	1,511	1,570	1,634	1,701	1,773	1,850	1,933
Male	1,084	1,092	1,134	1,178	1,224	1,274	1,326	1,382	1,442	1,507
Vacant	88	90	94	97	101	105	110	114	119	125
Casuals, temporary and other expenditure	4,781	4,909	5,095	5,292	5,501	5,723	5,960	6,213	6,483	6,772
Total City Futures Division	17,114	17,572	18,237	18,942	19,690	20,486	21,333	22,237	23,204	24,239

Community Wellbeing Division										
Permanent - Full time	16,567	17,010	17,654	18,337	19,061	19,831	20,651	21,527	22,462	23,464
Female	12,000	12,322	12,788	13,283	13,807	14,365	14,959	15,593	16,271	16,996
Male	4,041	4,149	4,306	4,473	4,649	4,837	5,037	5,251	5,479	5,723
Vacant	525	539	560	581	604	629	655	683	712	744
Permanent - Part time	14,740	15,134	15,707	16,315	16,959	17,644	18,374	19,153	19,985	20,876
Female	9,968	10,235	10,623	11,033	11,469	11,932	12,426	12,952	13,515	14,118
Male	2,309	2,371	2,461	2,556	2,657	2,764	2,879	3,001	3,131	3,271
Vacant	2,500	2,566	2,664	2,767	2,876	2,992	3,116	3,248	3,389	3,540
Casuals, temporary and other expenditure	11,595	11,906	12,357	12,834	13,341	13,880	14,454	15,067	15,722	16,423
Total Community Wellbeing Division	42,902	44,050	45,718	47,486	49,361	51,356	53,480	55,746	58,168	60,763
People, Partnerships & Performance										
Permanent - Full time	7,618	7,822	8,118	8,432	8,765	9,119	9,496	9,899	10,329	10,789
Female	6,142	6,307	6,546	6,799	7,067	7,353	7,657	7,981	8,328	8,700
Male	1,254	1,287	1,336	1,387	1,442	1,501	1,563	1,629	1,700	1,775
Vacant	222	228	236	246	255	266	277	288	301	314
Permanent - Part time	2,369	2,432	2,524	2,622	2,725	2,836	2,953	3,078	3,212	3,355
Female	2,070	2,125	2,206	2,291	2,381	2,478	2,580	2,689	2,806	2,931
Male	208	213	221	230	239	248	259	270	281	294
Vacant	91	94	97	101	105	109	114	119	124	130
Casuals, temporary and other expenditure	2,370	2,433	2,526	2,623	2,727	2,837	2,954	3,080	3,213	3,357
Total People, Partnerships & Performance	12,357	12,687	13,168	13,677	14,217	14,791	15,403	16,056	16,754	17,501
Infrastructure and City Services										
Permanent - Full time	29,726	30,522	31,678	32,902	34,202	35,584	37,055	38,626	40,304	42,102
Female	3,269	3,357	3,484	3,619	3,762	3,914	4,076	4,248	4,433	4,631
Male	24,365	25,017	25,965	26,969	28,034	29,167	30,373	31,680	33,036	34,509
Vacant	2,091	2,147	2,229	2,315	2,406	2,503	2,607	2,717	2,836	2,962
Permanent - Part time	1,234	1,267	1,315	1,366	1,420	1,477	1,539	1,604	1,673	1,748
Female	607	623	646	671	698	726	756	788	823	859
Male	310	318	330	343	356	371	386	402	420	439
Vacant	318	326	339	352	366	380	396	413	431	450
Casuals, temporary and other expenditure	3,089	3,172	3,292	3,419	3,554	3,698	3,850	4,014	4,188	4,375
Total Infrastructure and City Services	34,049	34,961	36,284	37,687	39,176	40,759	42,445	44,243	46,166	48,224
Total employee expenses	112,339	115,346	119,714	124,342	129,253	134,476	140,038	145,972	152,315	159,108

	2024/25 (FTE)	2025/26 (FTE)	2026/27 (FTE)	2027/28 FTE	2028/29 (FTE)	2029/30 (FTE)	2030/31 FTE	2031/32 (FTE)	2032/33 (FTE)	2033/34 FTE
Staff FTE Numbers										
Consolidated										
Permanent - Full time	607.5	613.61	619.74	625.94	632.20	638.52	644.91	651.35	657.87	664.45
Female	247.0	249.47	251.96	254.48	257.03	259.60	262.20	264.82	267.47	270.14
Male	319.0	322.16	325.38	328.64	331.92	335.24	338.59	341.98	345.40	348.85
Vacant	41.6	41.98	42.40	42.82	43.25	43.68	44.12	44.56	45.00	45.45
Permanent - Part time	203.5	205.50	207.56	209.64	211.73	213.85	215.99	218.15	220.33	222.53
Female	136.1	137.5	138.85	140.23	141.6	143.05	144.48	145.9	147.39	148.86
Male	38.9	39.3	39.66	40.06	40.5	40.86	41.27	41.7	42.10	42.52
Vacant	28.8	29.1	29.42	29.71	30.0	30.31	30.61	30.9	31.23	31.54
Casuals, temporary and other expenditure	171.2	172.91	174.64	176.39	178.15	179.93	181.73	183.55	185.39	187.24
Total Consolidated	982.2	992.0	1,001.9	1,012.0	1,022.1	1,032.3	1,042.6	1,053.1	1,063.6	1,074.2
Office of the Chief Executive Officer										
Permanent - Full time	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Female	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Male	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Vacant	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Permanent - Part time	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.7	0.7
Female	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.7	0.7
Male	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Vacant	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Casuals, temporary and other expenditure	1.0	1.0	1.0	1.0	1.0	1.1	1.1	1.1	1.1	1.1
Total Office of the Chief Executive Officer	1.6	1.6	1.6	1.7	1.7	1.7	1.7	1.7	1.7	1.8
Corporate Services										
Permanent - Full time	67.0	67.6	68.3	69.0	69.7	70.4	71.1	71.8	72.5	73.2
Female	27.0	27.27	27.5	27.8	28.10	28.4	28.7	28.95	29.2	29.5
Male	23.0	23.23	23.5	23.7	23.93	24.2	24.4	24.66	24.9	25.2
Vacant	17.0	17.12	17.3	17.5	17.64	17.8	18.0	18.17	18.4	18.5
Permanent - Part time	1.7	1.69	1.7	1.7	1.74	1.8	1.8	1.79	1.8	1.8
Female	1.5	1.50	1.5	1.5	1.55	1.6	1.6	1.60	1.6	1.6
Male	0.0	0.00	0.0	0.0	0.00	0.0	0.0	0.00	0.0	0.0
Vacant	0.2	0.18	0.2	0.2	0.19	0.2	0.2	0.19	0.2	0.2
Casuals, temporary and other expenditure	7.0	7.07	7.1	7.2	7.28	7.4	7.4	7.50	7.6	7.7
Total Corporate Services	75.6	76.4	77.1	77.9	78.7	79.5	80.3	81.1	81.9	82.7
City Futures Division										
Permanent - Full time	80.9	81.7	82.5	83.3	84.1	85.0	85.8	86.7	87.6	88.4
Female	44.0	44.4	44.9	45.3	45.8	46.2	46.7	47.2	47.7	48.1
Male	36.9	37.2	37.6	38.0	38.4	38.7	39.1	39.5	39.9	40.3
Vacant	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Permanent - Part time	28.9	29.2	29.4	29.7	30.0	30.3	30.6	30.9	31.3	31.6
Female	15.7	15.8	16.0	16.1	16.3	16.5	16.6	16.8	17.0	17.1
Male	12.2	12.3	12.5	12.6	12.7	12.8	13.0	13.1	13.2	13.3
Vacant	1.0	1.0	1.0	1.0	1.1	1.1	1.1	1.1	1.1	1.1
Casuals, temporary and other expenditure	30.8	31.1	31.4	31.7	32.1	32.4	32.7	33.0	33.4	33.7
Total City Futures Division	140.5	141.9	143.3	144.8	146.2	147.7	149.2	150.7	152.2	153.7

Community Wellbeing Division										
Permanent - Full time	135.3	136.6	138.0	139.4	140.8	142.2	143.6	145.1	146.5	148.0
Female	98.0	99.0	100.0	101.0	102.0	103.0	104.0	105.1	106.1	107.2
Male	33.0	33.3	33.7	34.0	34.3	34.7	35.0	35.4	35.7	36.1
Vacant	4.3	4.3	4.4	4.4	4.5	4.5	4.6	4.6	4.7	4.7
Permanent - Part time	142.5	144.0	145.4	146.9	148.3	149.8	151.3	152.8	154.3	155.9
Female	96.4	97.4	98.3	99.3	100.3	101.3	102.3	103.3	104.4	105.4
Male	22.3	22.6	22.8	23.0	23.2	23.5	23.7	23.9	24.2	24.4
Vacant	24.2	24.4	24.7	24.9	25.2	25.4	25.7	25.9	26.2	26.4
Casuals, temporary and other expenditure	99.2	100.1	101.1	102.2	103.2	104.2	105.3	106.3	107.4	108.4
Total Community Wellbeing Division	377.0	380.7	384.6	388.4	392.3	396.2	400.2	404.2	408.2	412.3
People, Partnerships & Performance										
Permanent - Full time	60.8	61.4	62.0	62.6	63.2	63.9	64.5	65.2	65.8	66.5
Female	49.0	49.5	50.0	50.5	51.0	51.5	52.0	52.5	53.1	53.6
Male	10.0	10.1	10.2	10.3	10.4	10.5	10.6	10.7	10.8	10.9
Vacant	1.8	1.8	1.8	1.8	1.8	1.9	1.9	1.9	1.9	1.9
Permanent - Part time	19.2	19.4	19.6	19.8	20.0	20.2	20.4	20.6	20.8	21.0
Female	16.8	16.9	17.1	17.3	17.4	17.6	17.8	18.0	18.1	18.3
Male	1.7	1.7	1.7	1.7	1.8	1.8	1.8	1.8	1.8	1.8
Vacant	0.7	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8
Casuals, temporary and other expenditure	14.4	14.6	14.7	14.9	15.0	15.2	15.3	15.5	15.6	15.8
Total People, Partnerships & Performance	94.4	95.3	96.3	97.2	98.2	99.2	100.2	101.2	102.2	103.2
Infrastructure and City Services										
Permanent - Full time	263.7	266.3	269.0	271.7	274.4	277.1	279.9	282.7	285.5	288.4
Female	29.0	29.3	29.6	29.9	30.2	30.5	30.8	31.1	31.4	31.7
Male	216.1	218.3	220.5	222.7	224.9	227.1	229.4	231.7	234.0	236.4
Vacant	18.6	18.7	18.9	19.1	19.3	19.5	19.7	19.9	20.1	20.3
Permanent - Part time	10.6	10.8	10.9	11.0	11.1	11.2	11.3	11.4	11.5	11.6
Female	5.2	5.3	5.3	5.4	5.4	5.5	5.6	5.6	5.7	5.7
Male	2.7	2.7	2.7	2.8	2.8	2.8	2.8	2.9	2.9	2.9
Vacant	2.7	2.8	2.8	2.8	2.9	2.9	2.9	2.9	3.0	3.0
Casuals, temporary and other expenditure	18.8	19.0	19.2	19.4	19.6	19.8	20.0	20.2	20.4	20.6
Total Infrastructure and City Services	293.1	296.1	299.0	302.0	305.0	308.1	311.2	314.3	317.4	320.6
Total staff FTE numbers	982.2	992.0	1,001.9	1,012.0	1,022.1	1,032.3	1,042.6	1,053.0	1,063.6	1,074.2

4 FINANCIAL PERFORMANCE INDICATORS

4.1 KEY FINANCIAL INDICATORS

The following table highlights Council's projected performance across a range of key performance indicators. These indicators provide an analysis of Councils' 10 year financial projections and should be interpreted in the context of the organisations objectives and financial management principles.

Key Financial Indicators	Forecast 23/24	Budget 24/25	Budget 25/26	Budget 26/27	Budget 27/28	Budget 28/29	Budget 29/30	Budget 30/31	Budget 31/32	Budget 32/33	Budget 33/34
Expenditure level	3,264	3,330	3,457	3,506	3,573	3,619	3,666	3,757	3,841	3,946	4,036
Revenue level	1,153	1,180	1,201	1,222	1,243	1,265	1,287	1,309	1,332	1,355	1,378
Adjusted underlying Surplus/Deficit excluding non-recurrent grants, monetary and non-monetary contributions ($'000)	(20,051)	(8,112)	(13,691)	(12,688)	(11,931)	(9,056)	(7,444)	(8,453)	(8,341)	(9,743)	(9,979)
Underlying Result ($'000)	(2,608)	1,774	(3,535)	(1,958)	(2,829)	273	2,118	1,349	1,705	555	576
Cash Balances ($'000)	78,946	80,290	64,129	63,548	65,105	60,890	51,179	49,858	47,398	35,986	33,918
Cash Flow From Operations ($'000)	54,129	60,857	62,129	57,828	58,886	62,942	66,085	67,602	68,859	69,259	70,021
Total Borrowings ($'000)	88,265	85,634	90,520	70,040	70,227	74,504	71,921	72,457	70,235	66,758	54,107
Capital Expenditure ($'000)	63,349	61,357	53,487	55,560	57,895	61,028	72,836	63,596	65,010	65,545	57,935
Debt servicing ratio	0.95%	0.96%	1.10%	0.78%	0.80%	0.76%	0.75%	0.69%	0.62%	0.49%	0.37%
Debt commitment ratio	5.99%	6.11%	18.22%	7.43%	7.95%	8.33%	8.95%	7.41%	6.60%	5.91%	5.33%
Debt exposure	4.53%	4.71%	3.59%	3.55%	3.71%	3.52%	3.48%	3.32%	3.11%	2.48%	1.90%
Adjusted working capital ratio	248.76%	242.01%	131.40%	176.23%	172.08%	160.82%	140.22%	142.58%	139.73%	120.40%	117.10%
Adjusted underlying result	-8.50%	-3.18%	-5.23%	-4.72%	-4.31%	-3.17%	-2.54%	-2.80%	-2.68%	-3.03%	-3.01%
Unrestricted cash	42.13%	51.85%	39.12%	47.75%	47.46%	40.32%	26.69%	24.99%	21.44%	6.95%	4.04%
Loans and borrowings (Debt compared to Rates)	47.29%	48.23%	36.20%	35.21%	36.23%	33.92%	33.15%	31.17%	28.73%	22.59%	17.04%
Rates concentration	76.80%	73.54%	73.94%	74.24%	74.24%	74.20%	74.48%	74.56%	74.55%	74.52%	74.55%
Rates effort	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Workforce turnover	9.80%	9.62%	9.53%	9.43%	9.34%	9.25%	9.16%	9.06%	8.98%	8.89%	8.80%

4.2 VAGO INDICATORS

Analysis within the FP will be based on the financial indicators that the Victorian Auditor General's Office (VAGO) uses to ensure Local Government remains financially sustainable. These indicators are as follows:

Underlying result Council generates enough revenue to cover operating costs and depreciation

Liquidity Council has sufficient working capital to meet short-term commitments

Self-financing Council generates sufficient operating cash flows to invest in asset renewal and repay debt it may have incurred in the past

Indebtedness Council is not overly reliant on debt to fund capital programs

Capital replacement Council has been replacing assets at a rate consistent with their consumption

Asset Renewal Council has been maintaining existing assets at a consistent rate

Risk	Underlying Result	Liquidity	Self-financing	Indebtedness	Capital Replacement	Asset Renewal
Formula	Adjusted net surplus /total underlying revenue	Current assets /current liabilities	Net operating cash flows /underlying revenue	Non-current liabilities /own-source revenue	Capital expenditure /depreciation	Renewal & upgrade expenditure /depreciation

Risk	Underlying Result	Liquidity	Self-financing	Indebtedness	Capital Replacement	Asset Renewal
High	Negative 10% or less	Equal to or less than 1.0	Less than 10%	More than 60%	Equal to or less than 1.0	Equal to or less than 0.5
Medium	Negative 10% to 0%	1.0 to 1.5	10% to 20%	40% to 60%	1.0 to 1.5	0.5 to 1.0
Low	More than 0%	More than 1.5	20% or more	40% or less	More than 1.5	More than 1.0

VAGO Financial Indicators	Forecast 23/24	Budget 24/25	Budget 25/26	Budget 26/27	Budget 27/28	Budget 28/29	Budget 29/30	Budget 30/31	Budget 31/32	Budget 32/33	Budget 33/34
Adjusted Underlying Result	-8.02%	-3.10%	-5.10%	-4.59%	-4.22%	-3.10%	-2.49%	-2.74%	-2.62%	-2.97%	-2.95%
Liquidity Ratio	1.84	1.79	1.06	1.33	1.31	1.22	1.07	1.07	1.04	0.90	0.87
Self financing	21.66%	23.23%	23.13%	20.94%	20.82%	21.58%	22.06%	21.91%	21.65%	21.11%	20.71%
Indebtedness	38.43%	36.86%	18.76%	25.25%	27.49%	24.85%	23.34%	22.53%	20.86%	16.28%	12.09%
Capital Replacement	1.14	1.09	0.93	0.94	0.96	0.99	1.15	0.98	0.97	0.96	0.83
Renewal Gap	0.98	0.93	0.76	0.81	0.81	0.84	0.89	0.81	0.88	0.86	0.70

4.3 Analysis of Financial Indicators

For the financial year 2024/25, the Victorian State Government announced a rate increase of 2.75%.

- Adjusted Underlying Surplus is forecasted to be negative from 2024/25 to 2033/34. This has been impacted by 10 years of rate capping, the compounded impact of a zero rate increase in 2020/21 and increases in depreciation expense because of increase costs of infrastructure assets. A negative result indicates Council is generating an insufficient surplus to fund operations. Future Councils will need to make decisions to address this risk including the reduction of services.
- From the financial year 2025/26 to 2028/29 the Liquidity Ratio is under 1 due to the impact of 10 years of rate capping, the compounded impact of a zero rate increase in 2020/21, and the recognition of State Government Funding Vehicle principle loan repayment in 2025/26. Future Councils will need to review and asses the Liquidity Ratio and make decisions to address the risk level including, reducing services, revising capital expenditure or taking up additional borrowings considering Council's Indebtedness Risk Ratio trending low over the term of this Financial Plan.
- Our Loan Indebtedness Ratio is in the Low Risk category over the period of the 10 year financial plan.
- Capital Expenditure is maintained at a reasonable level, greater than $50 million over the period of the 10 year financial plan.

5 STRATEGIES AND PLANS

5.1 RATES AND CHARGES

5.1.1 Rate Capping

In 2015, the Victorian Government established the Fair Go Rates System resulting in the introduction in 2016/2017 of a rate cap, which limits the amount Councils can increase rates in a financial year.

The Minister for Local Government sets the average rate cap (ARC) based on the forecast change in the consumer price index (CPI) over the related financial year as published by the Department of Treasury and Finance (DTF) in December, plus or minus any adjustments. Councils can seek approval to raise an increase above this figure through a variation with the Essential Services Commission.

The *Local Government Act 1989* outlines that the rating system provides a "Reasonable degree of stability in the level of the rates burden", and that it is developed in a context of a public finance methodology, which includes principles of equity, benefit, efficiency and community resource allocation.

The Act requires Council to develop a Revenue and Rating Plan every four financial years that meets the above objectives.

On 22 December 2023, the Minister for Local Government, the Hon Melissa Horne MP, advised an annual rate for the 2024/25 financial year of 2.75 per cent. Councils can seek approval to raise an increase above this figure through a variation with the Essential Services Commission. Brimbank City Council has decided not to apply for a variation to the 2024/25 rate cap.

The forecast rate movements in total rate revenue over the next 10 years will be capped at the percentage increase consistent with CPI and the rate cap as announced by the Minister in December 2023.

Any unforeseen situations that may arise will be dealt with via the Annual Budget review.

5.1.2 Rating Structure

Council developed a Revenue and Rating Plan in 2020/2021 as part of the budget process. The Act provides a Council must adopt a Revenue and Rating Plan for a period of at least four financial years by the 30 June after a general election.

The Revenue and Rating Plan is a requirement under the *Local Government Act 2020*. It is for a 4-year 'block' period starting on 30 June in the year after each general election. It provides a medium-term plan for how Council will generate income to deliver on the Council Plan, program and services and capital works commitments over a 4-year period. It defines the revenue and rating 'envelope' within which Council propose to operate.

It incorporates the consideration of:

- How revenue will be generated through rates on properties (including differential rates on different property classes)
- Fixed service charges that apply on services such as waste or recycling
- Fees and charges for services and programs – including pricing policies
- Developer contributions and other revenue
- Revenue generated from use or allocation of Council assets (including the application of discounts and waivers)
- Recurrent and non-recurrent operational and capital grants from other levels of government.

Type of differentials and the rate multiplier:

Type of Property	Rate Multiplier
Residential	x1.17
Commercial/Industrial	x2.47
Farm Land	Lowest Rate
Residential Flats/Units	x1.17
Vacant Land	x2.44
Commercial/Industrial Vacant Land	x4.00
Retirement Village	x1.09
Culture Recreation Land	x1.25

When determining what valuation to use when calculating rates Council uses the Capital Improved Value. Council is provided property valuations by the Valuer-General annually as required by the *Valuation of Land Act 1960*. These ensure the value we place on each property is up-to-date and reflects its current market value.

5.1.3 Rates and Charges

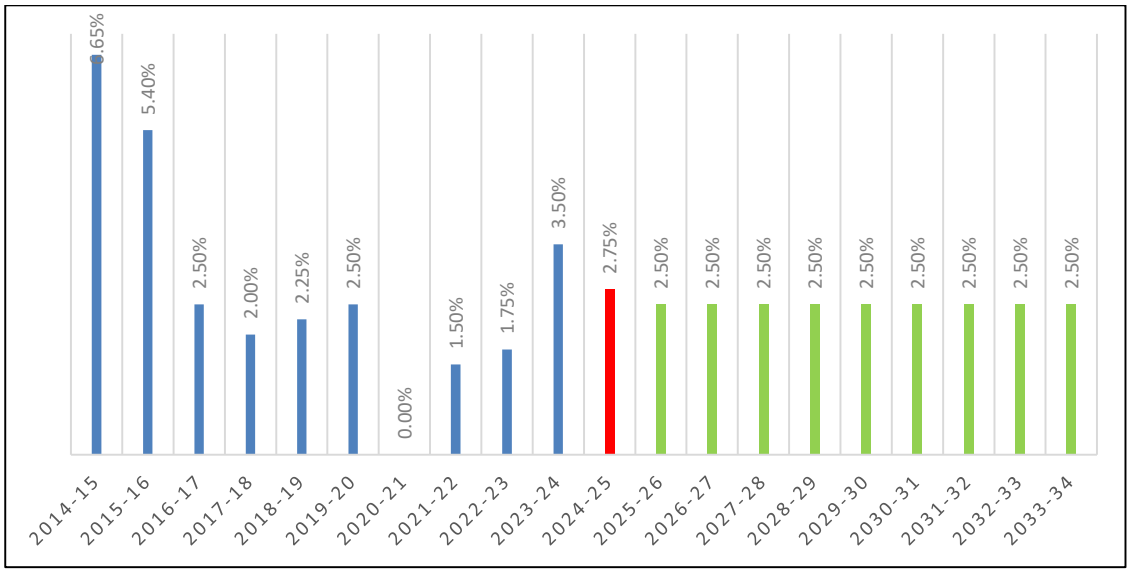
Rates and Charges revenue is an integral part of the Council's revenue base, the value of which is determined through Council's desire to achieve the strategies articulated in its various adopted Plans.

General Rates and Charges currently comprise approximately 73% of total operating revenue, and this is projected to remain constant throughout the plan period; however it would be desirable to reduce this strong dependence on rate income.

Rate increases in the FP are projected at the percentage increase consistent with CPI and the rate cap as announced by the Minister in December 2023 which currently is 2.75 per cent.

There are no projections that Council will apply for a variation to the rate cap at this stage, however, if Council decides to proceed with projects that are outside the FP then a variation to the rate cap will need to be considered as a potential funding source.

The graph below provides details of rates revenue increases from 2014/15 to 2024/25 and proposed rates and charges revenue increases for the next 10 years.



5.1.4 Municipal Charge

The Municipal Charge, raised in accordance with Section 159 of the *Local Government Act 1989*, is applied to each rateable property to allow Council to recover part of its administrative cost.

Legislation requires that this amount cannot exceed 20% of the total rates raised (including rates and municipal charge).

In 2024/25 the Council municipal charge is anticipated to be at 4.60% of total rates revenue.

Administrative costs including finance, asset management, information systems, corporate records, human resources and governance will be supported by this income.

5.1.5 Public Amenities Cleansing Levy

The Waste Management Levy applies to all rateable occupancies to ensure that all rateable occupancies fairly contribute to the cost of street sweeping, waste and rubbish collection and disposal from public places. From 2025/26 Council will examine ways to incorporate this levy as part of General Rates to comply with the Local Government Service Rates and Charges Ministers Good Practice Guidelines.

5.1.6 Environmental Service Charge

Environmental Service Charges directly funds the collection and disposal of household waste and recyclables. All residential, residential flats/units and retirement village units will incur a 140 litre Environmental Charge for the provision of a domestic garbage bin and recycling service, including non-rateable occupancies. Residents may request an 80 litre domestic garbage bin to replace this service with Environmental Charges to be adjusted from the date that the bins are replaced.

5.1.7 Green Waste Service Charge

The Green Waste Service Charges are available to all residential, residential flat/unit and retirement village units and directly funds the collection and disposal of green waste. Residents may request a 140 litre or 240 litre Green Waste bins.

5.1.8 Budgeted Service Charges

The budgeted charges for 2024/25 are as follows:

*No Longer available/existing clients only

Service Charge Type	Rate ($)
Public Amenities Cleansing Levy	91.75
80 Litre Environmental Charge	231.54
140 Litre Environmental Charge	379.14
240 Litre Environmental Charge *	675.83
140 Litre Green Waste Charge	99.26
240 Litre Green Waste Charge	110.97

5.1.9 Pensioner Rebate

Brimbank's rating structure also provides a pensioner rebate of $25.00. Details of the current number of estimated growth and the forecast pensioner rebate are detailed in the following table.

	24/25	25/26	26/27	27/28	28/29	29/30	30/31	31/32	32/33	33/34
Residential Properties	71,536	72,073	72,613	73,158	73,706	74,259	74,816	75,377	75,943	76,512
Properties Rebated (%)	23%	23%	23%	23%	23%	23%	23%	23%	23%	23%
Concessions	16,531	16,655	16,780	16,906	17,033	17,161	17,290	17,419	17,550	17,682
Cost to Council ($)	413,275	416,399	419,522	422,668	425,838	429,032	432,250	435,492	438,758	442,049

5.2 BORROWING STRATEGY

In developing the FP, borrowings were identified as an important source for the capital works program, and the cost of infrastructure should not be borne entirely by present ratepayers but be contributed to by future generations that will also derive a benefit.

The FP has made provision for new borrowings over the next 10 years and a provision has been made to refinance part of our existing borrowings as they come due.

5.2.1 Borrowing Assessment

The use of loan borrowings as a funding source for the budget and FP warrants careful consideration and is best applied within a financial strategy framework where the use of loan borrowings is governed by a set of principles which are further reinforced by a set of financial ratios which ensure that debt levels are retained within manageable levels.

Prior to undertaking any borrowings, Council needs to assess its repayment capacity so that the community is not burdened with unnecessary risk.

The basis for determining the utilisation of loan borrowings is as follows:

- Renewal, replacement or new infrastructure to meet specific needs agreed to by the Council
- Meet the Brimbank Council Plan strategic objectives
- All loan borrowings are able to be adequately serviced over the life of the loan
- The term of any loan will not exceed the expected life of the asset being funded
- All loan borrowings will be in accordance with Section 101 of the Act;
- Growth rate in the municipality or changing demographics;
- In determining the amount of loan borrowings, Council will also consider any financial effects placed upon future generations
- Generate financial return to meet repayments.

5.2.2 Current Debt Position

The total amount borrowed as at 30 June 2023 is $88.26 million.

5.2.3 Future Borrowing Requirements

The following table provides details of debt over the life of the FP.

Year	Refinancing / New $'000	Principal Paid $'000	Interest Paid $'000	Balance 30 June $'000
24/25	14,000	9,114	2,515	93,150
25/26	12,000	32,480	2,965	65,154
26/27	13,000	12,812	2,149	90,708
27/28	18,500	14,224	2,269	74,316
28/29	13,000	15,582	2,217	67,645
29/30	18,000	17,464	2,250	75,040
30/31	12,500	14,722	2,126	69,699
31/32	10,000	13,477	1,983	68,980
32/33	-	12,651	1,601	57,584
33/34	-	11,436	920	42,671

Future borrowings can be considered to fund the increasing capital works program of which the cost would be borne across current and future generations.

The following ratios are to be used in determining the amount of borrowings.

Ratio	Indicator	Threshold
Debt servicing ratio	Debt servicing cost to total revenue	5%
Debt commitment ratio	Debt servicing cost and redemption cost to rate revenue	10%
Debt exposure ratio	Total indebtedness to total realisable assets	40%
Indebtedness ratio	Net operating cash flows to underlying revenue (Council is not overly reliant on debt to fund capital programs)	40%

Debt servicing ratio

Debt servicing cost/total revenue

This ratio expresses the amount of interest paid as a percentage of Council's total revenue.

Debt commitment ratio

Debt servicing cost and redemption cost/rate revenue

This ratio expresses the percentage of rate revenue utilised to pay interest and redeem debt principal.

Debt exposure ratio
Total indebtedness/total realisable assets
This ratio enables assessment of Council's solvency and exposure to debt. The total indebtedness refers to the total liabilities of Council. Total liabilities are compared to total realisable assets which are all Council assets not subject to any restriction and are able to be realised. The ratio expresses the percentage of total liabilities for each dollar of realisable assets.

Indebtedness ratio
Non-current liabilities/underlying revenue
This ratio provides comparison of non-current liabilities (mainly loans) to own source revenue. The higher the percentage, the less able to cover non-current liabilities from the revenues Council generates itself.

Refer to Section 4 for details of the loan borrowing financial indicators.

5.3 RESERVES STRATEGY

5.3.1 Current Reserves

5.3.1.1 Public Open Space Fund Reserve

This reserve services funds from developer contributions collected through Council's planning scheme. The funds held in the reserve will be utilised through infrastructure works for the identified purpose.

5.3.1.2 Developer Contributions Plan – Brimbank and Sunshine Reserve

This reserve is set up to cater for contributions from developers within the municipality.

5.3.1.3 Asset Revaluation

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards, AASB 13 Fair Value Measurement. Where assets are revalued, the revaluation increments are credited directly to the Asset Revaluation Reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense.

5.3.1.4 Loan Repayment

At the Ordinary Council Meeting on 27 May 2014, Council resolved to participate in the Municipal Association of Victoria Debt Procurement Project for interest only debt. In order to repay the principal at maturity date Council has established a loan repayment reserve for interest only debt. There will be allocations of set amounts of funds each year to this reserve.

5.3.1.5 Major Capital Works Projects

This reserve has been opened to provide a source of funding for major capital works projects to ensure ageing and out of date, vital infrastructure continues to improve the lives and futures of community members. Inflows are by Council Resolution from sale of Council land Surplus funds.

5.3.2 Reserve Usage Projections

The following table outlines the 10 year projection of each reserve fund.

Restricted Reserves	23/24 $'000	24/25 $'000	25/26 $'000	26/27 $'000	27/28 $'000	28/29 $'000	29/30 $'000	30/31 $'000	31/32 $'000	32/33 $'000	33/34 $'000
Public Open Space											
Opening balance	12,610	12,611	12,588	12,592	12,596	12,600	12,605	12,609	12,614	12,619	12,625
Transfer to reserve	124	100	104	108	112	117	122	127	132	137	142
Transfer from reserve	(122)	(124)	(100)	(104)	(108)	(112)	(117)	(122)	(127)	(132)	(137)
Closing balance	12,611	12,588	12,592	12,596	12,600	12,605	12,609	12,614	12,619	12,625	12,630
Development Contributions											
Opening balance	4,277	4,270	4,205	4,205	4,205	4,205	4,205	4,205	4,205	4,205	4,205
Transfer to reserve	65	0	0	0	0	0	0	0	0	0	0
Transfer from reserve	(72)	(65)	0	0	0	0	0	0	0	0	0
Closing balance	4,270	4,205	4,205	4,205	4,205	4,205	4,205	4,205	4,205	4,205	4,205
Restricted Reserves Summary											
Opening balance	16,887	16,882	16,793	16,797	16,801	16,805	16,810	16,814	16,819	16,824	16,830
Transfer to reserve	189	100	104	108	112	117	122	127	132	137	142
Transfer from reserve	(194)	(189)	(100)	(104)	(108)	(112)	(117)	(122)	(127)	(132)	(137)
Closing balance restricted	16,882	16,793	16,797	16,801	16,805	16,810	16,814	16,819	16,824	16,830	16,835

Discretionary Reserves	23/24 $000's	24/25 $000's	25/26 $000's	26/27 $000's	27/28 $000's	28/29 $000's	29/30 $000's	30/31 $000's	31/32 $000's	32/33 $000's	33/34 $000's
Asset Revaluation											
Opening balance	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555
Transfer to reserve	0	0	0	0	0	0	0	0	0	0	0
Transfer from reserve	0	0	0	0	0	0	0	0	0	0	0
Closing balance	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555
Loan Repayment											
Opening balance	11,100	12,400	13,700	0	0	0	0	0	0	0	0
Transfer to reserve	1,300	1,300	1,300	0	0	0	0	0	0	0	0
Transfer from reserve	0	0	(15,000)	0	0	0	0	0	0	0	0
Closing balance	12,400	13,700	0	0	0	0	0	0	0	0	0
Major Capital Works Project											
Opening balance	9,547	9,547	4,774	0	0	0	0	0	0	0	0
Transfer to reserve	0	0	0	0	0	0	0	0	0	0	0
Transfer from reserve	0	(4,774)	(4,774)	0	0	0	0	0	0	0	0
Closing balance	9,547	4,774	0	0	0	0	0	0	0	0	0
Discretionary Reserves Summary											
Opening balance	1,576,202	1,577,502	1,574,028	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555
Transfer to reserve	1,300	1,300	1,300	0	0	0	0	0	0	0	0
Transfer from reserve	0	(4,774)	(19,774)	0	0	0	0	0	0	0	0
Closing balance discretionary	1,577,502	1,574,028	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555	1,555,555
Reserves Summary											
Opening balance	1,593,089	1,594,384	1,590,821	1,572,352	1,572,356	1,572,360	1,572,365	1,572,369	1,572,374	1,572,379	1,572,384
Transfer to reserve	1,489	1,400	1,404	108	112	117	122	127	132	137	142
Transfer from reserve	(194)	(4,963)	(19,874)	(104)	(108)	(112)	(117)	(122)	(127)	(132)	(137)
Closing balance reserves	1,594,384	1,590,821	1,572,352	1,572,356	1,572,360	1,572,365	1,572,369	1,572,374	1,572,379	1,572,384	1,572,390

5.4 ASSET MANAGEMENT

Management of Council's infrastructure assets is an essential component of Council's FP as it provides an indicator of the necessary financial commitment required to adequately sustain Council's asset base to an agreed standard over the long term.

This level of investment goes towards the day to day maintenance and operations of the assets as well as large scale capital investments such as building new assets and replacing old ones.

5.4.1 Infrastructure Assets

Council has an estimated net book value of $2.7 billion of infrastructure assets which have built up progressively over the last 50-60 years. Some of these assets are approaching the end of their useful life and will need considerable capital investment to ensure their continued service.

The following table provides details of Council's infrastructure assets and their net book values as at 30 June 2023.

Asset Category	Current Net Book Value $'000	Percentage of Total Value %
Buildings	269,028	9.86%
Land	762,990	27.98%
Bridges and culverts	11,357	0.42%
Drains	314,634	11.54%
Footpaths & Cycle ways	151,296	5.55%
Roads	1,059,654	38.85%
Sport facilities	63,716	2.34%

Asset Category	Current Net Book Value $'000	Percentage of Total Value %
Park Open Space/Playground equipment	68,498	2.51%
Computers and Telecoms	1,325	0.05%
Plant, machinery and equipment	14,740	0.54%
Artworks	1,369	0.05%
Furniture & fittings	1,169	0.04%
Heritage assets	271	0.01%
Library	3,310	0.12%
Leasehold improvements	3,916	0.14%
Total	**2,727,273**	**100.00%**

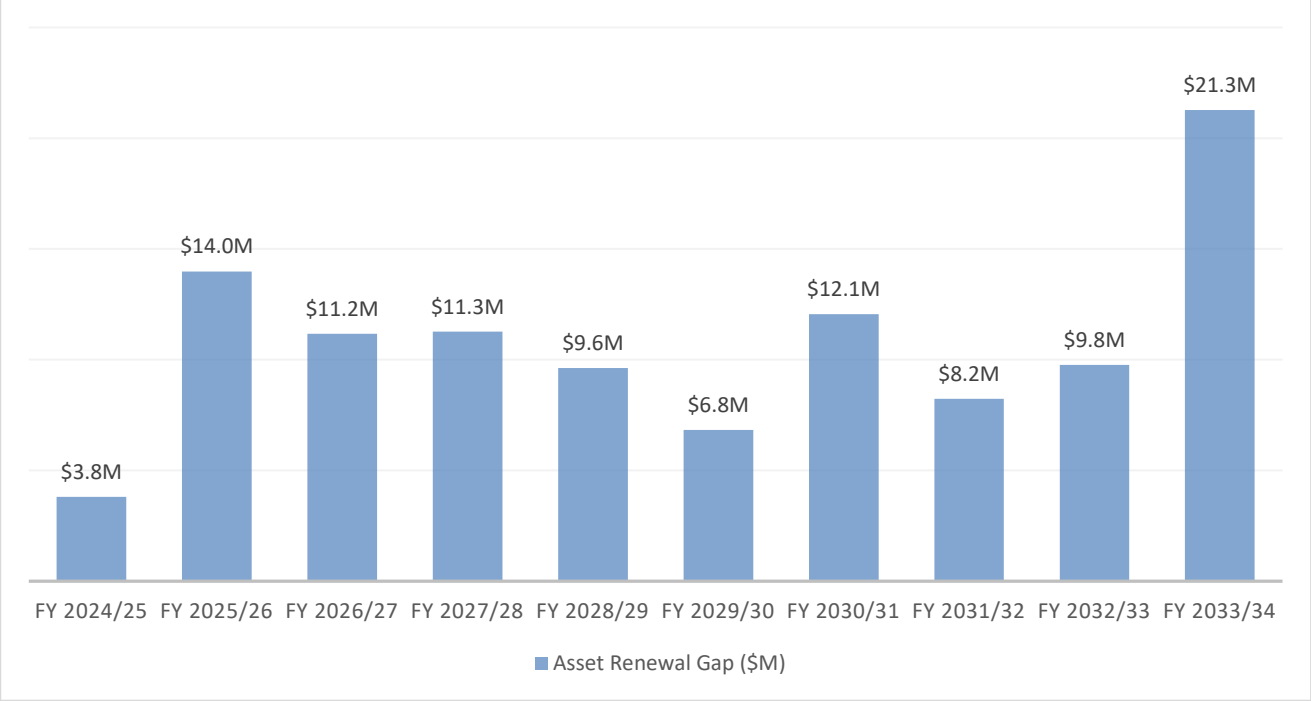
The specific details of these major asset categories are:

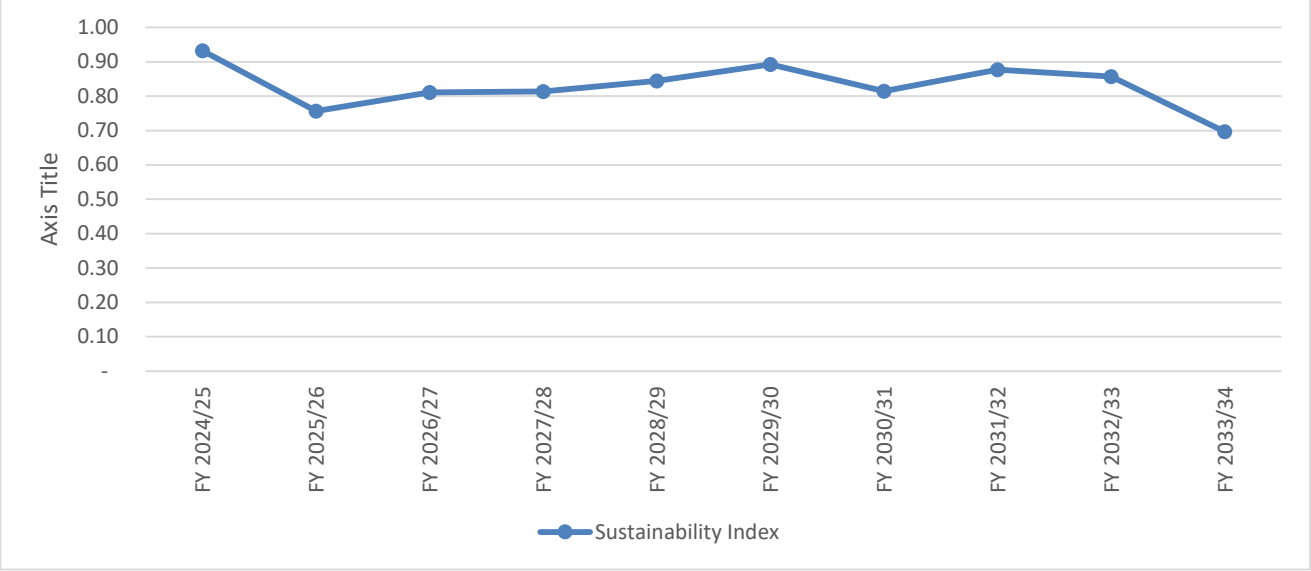
Description	Details	Inventory
Buildings	Complete inventory listing of Council owned buildings, including community centres, childcare centres, municipal offices, libraries, leisure centres, pavilions, public toilets, sheds, gazebos and animal pounds.	580 units
Council owned land	Complete inventory listing in hectares of council owned land including access ways, vacant land, parks and reserves.	2,650 ha
Bridges and culverts	Complete inventory listing of Council owned bridges and major culverts. Some of these assets may have a shared responsibility with other relevant authorities.	55 units
Drainage pipes	Complete inventory listing in kilometers of Council owned drainage pipes.	1,300 Km
Drainage pits	Compete inventory listing in units of Council owned drainage pits including all GPT's and litter baskets.	44,670 Units
Footpaths	Complete inventory listing in kilometres of Council owned footpath assets.	1,595 Km
Roads	Complete inventory listing in kilometers of Council owned road pavement including all surface pavement types, sealed and unsealed roads.	920 km

5.4.2 Asset Renewal

Asset renewal (Asset renewal gap) is the estimated funding shortfall in meeting the need to renew assets over time. The Asset renewal gap exists due to Council's inability to fund asset replacement when assets reach the end of their service life.

Preliminary details of the Asset renewal gap is as follows:


$3.8M
$14.0M
$11.2M
$11.3M
$9.6M
$6.8M
$12.1M
$8.2M
$9.8M
$21.3M
FY 2024/25
FY 2025/26
FY 2026/27
FY 2027/28
FY 2028/29
FY 2029/30
FY 2030/31
FY 2031/32
FY 2032/33
FY 2033/34
Asset Renewal Gap ($M)


1.00
0.90
0.80
0.70
0.60
0.50
0.40
0.30
0.20
0.10
-
Axis Title
FY 2024/25
FY 2025/26
FY 2026/27
FY 2027/28
FY 2028/29
FY 2029/30
FY 2030/31
FY 2031/32
FY 2032/33
FY 2033/34
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5.5 SERVICE PROVISION AND PLANNING

Council's budgets over the last few years reflected a strong focus on improving the amenity, liveability, social connectedness and governance of the municipality, both practical and strategic. Past budgets have invested significantly in accelerating these outcomes and have successfully established all services on the ground.

Council has also made significant advances in the planning and delivery of district based community facilities, creating a network of public infrastructure, community facilities and services that deliver on the district based approach.

5.5.1 Operating Expenditure/Revenue

The 2024/25 budgeted operating expenses and revenue budget are $265.1 million and $263.3 million respectively. Council's provision of services includes:

- Children, youth and family services;
- Leisure, cultural and community strengthening;
- Library services;
- Roads, footpaths, drains and building maintenance;
- Parks and open space;
- Waste and recycling;
- Environmental health and immunisation;
- Planning and building services;
- Community regulations; and
- Ageing and inclusion.

5.6 GROWTH OF COUNCIL

5.6.1 Population

The population forecasts indicate that the population will increase over the next 10 years. The salient statistics are:

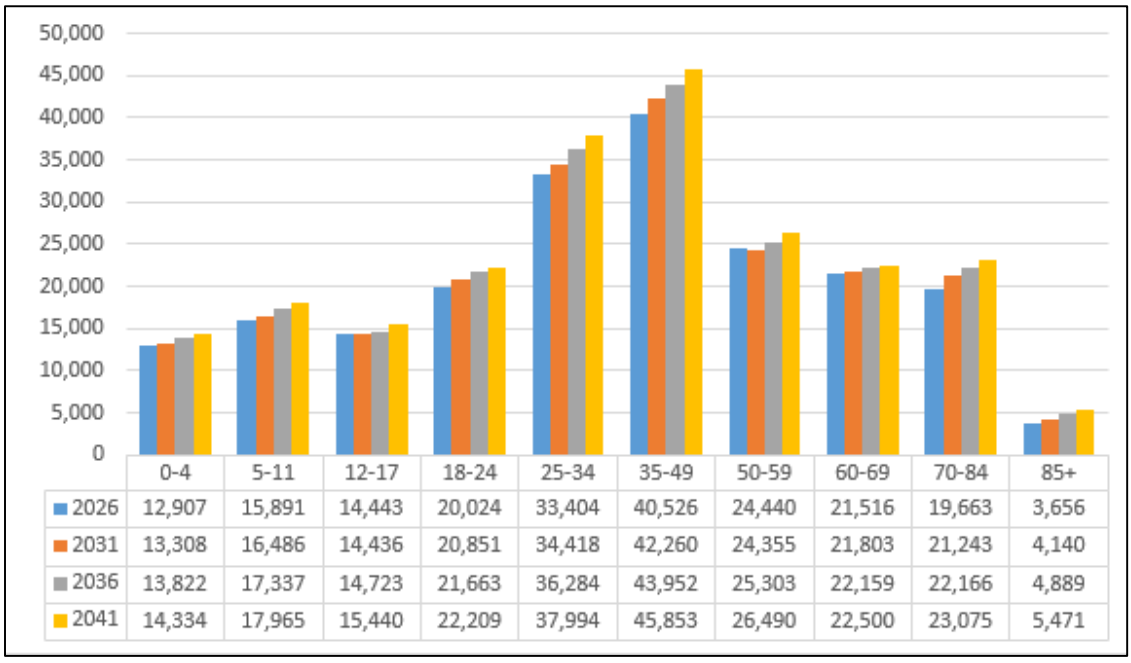
- The population of Brimbank will be 202,413 in 2024;
- It will increase by 7,981 to 210,394 by 2029; and
- It will increase by a further 8,158 to 218,552 by 2034.

The total population increase for the period 2024 to 2034 is expected to be 16,139.

Figures 1 and 2 below show the changes in the service age groups every five years. The major changes are:

- An increase in the number of residents in the 5 to 11 years age group between 2031 to 2036 of 851.
- An increase in the number of residents in the 25 to 34 years age group between 2031 to 2036 of 1,866.
- An increase in the number of residents in the 70 to 84 years age group between 2026 to 2031 of 1,580.

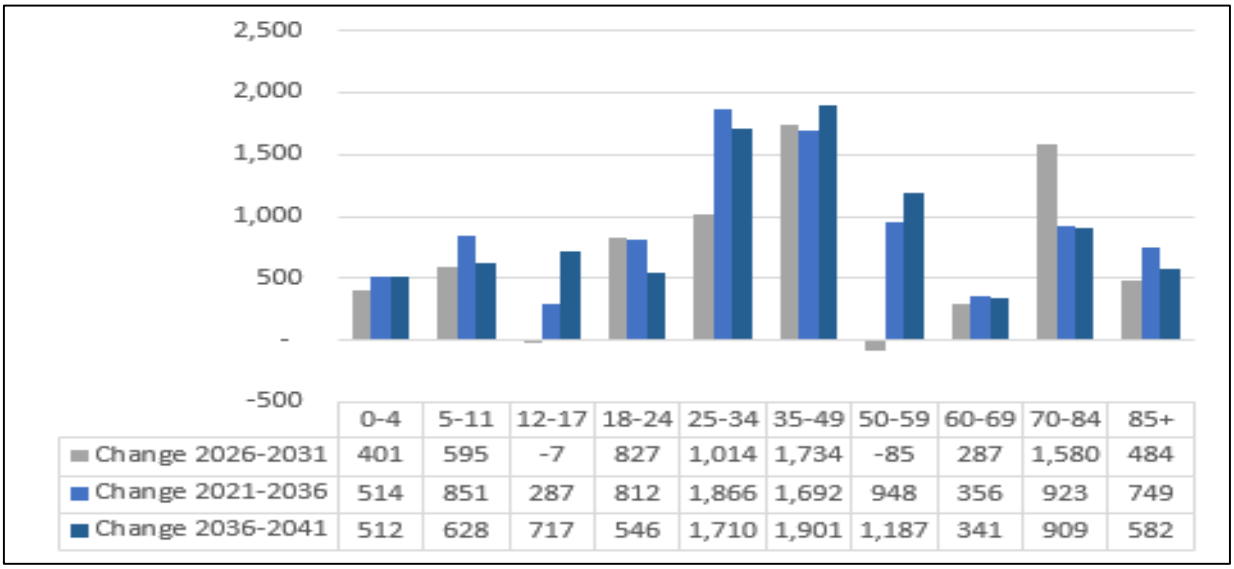
Figure 1. Number of residents in each age group at 2026, 2031, 2036 and 2041.



	0-4	5-11	12-17	18-24	25-34	35-49	50-59	60-69	70-84	85+
2026	12,907	15,891	14,443	20,024	33,404	40,526	24,440	21,516	19,663	3,656
2031	13,308	16,486	14,436	20,851	34,418	42,260	24,355	21,803	21,243	4,140
2036	13,822	17,337	14,723	21,663	36,284	43,952	25,303	22,159	22,166	4,889
2041	14,334	17,965	15,440	22,209	37,994	45,853	26,490	22,500	23,075	5,471

Figure 2. Change on number of residents in each service age group every five years.

(Data exported from the .id Consulting website http://forecast.id.com.au/brimbank on 12 March 2024).



	0-4	5-11	12-17	18-24	25-34	35-49	50-59	60-69	70-84	85+
Change 2026-2031	401	595	-7	827	1,014	1,734	-85	287	1,580	484
Change 2021-2036	514	851	287	812	1,866	1,692	948	356	923	749
Change 2036-2041	512	628	717	546	1,710	1,901	1,187	341	909	582

5.6.2 Private Dwellings

The below outlines the forecasted increase in private dwellings from 2024 to 2034.

Year	Structural private dwellings at end of year
2024	73,437
2029	76,888
2034	80,539

(Data exported from the .id Consulting website http://forecast.id.com.au/brimbank on 12 March 2024).

Based on the forecast population growth being relatively stable and changing demographics, it is assumed that the range of service delivery will change over the life of the FP and will operate within Council's current operating expenditure. Overall, the growth will be serviced in line with Council's continuous improvement, innovation and efficiency. The service level will be reviewed annually through the annual budget process.

Population changes and household formation rates in Brimbank may change, particularly due to external factors including migration rates and economic conditions. The take-up of new forms of higher density housing may also increase over the period of the FP. The population forecasts applied as part of the FP will be regularly reviewed, along with building construction data and other measures of population change.

The process of urban renewal in Brimbank will see a progressive changeover of some former industrial land to residential, commercial or mixed-uses. Following environmental investigations and the rezoning process, the redevelopment of these 'brownfield' sites will result in a change of land uses and the subdivision of land. Areas in Deer Park, St Albans and Sunshine are likely to be the focus for this change.

Brimbank City Council

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- Speak & Listen **1300 555 727**
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Interpreter **131 450**
Local call costs apply

Use Brimby, the online virtual assistant
brimbank.vic.gov.au

www.brimbank.vic.gov.au



Attachment 13.1.4

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.

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Mayor's Introduction

Our 2024-2025 budget delivers the commitments made in our Council Plan, Together We are Brimbank 2021-2025, whilst sustainably balancing the very core responsibilities of council including more funding for services and better infrastructure. It represents our collective progress towards realising our community aspirations and vision for 'a transformed Brimbank that is beautiful, thriving, healthy and connected' to help build a better Brimbank for us all.

Financial sustainability is at the forefront of our planning, particularly as we face ever increasing uncertainty through external challenges such as climate emergency, an increasing cost of living, ageing infrastructure and landfill levies. The State government rate cap poses significant challenges to Council as it is set at 2.75%, well below CPI.

Brimbank City Council will continue to advocate to the State and Federal Governments for increased funding support to ensure we can continue to provide the infrastructure and services our community need.

We are committed to listening and responding to our community. This Draft Budget and Council Plan Action Plan have been informed by a deliberative community engagement process undertaken in November/December 2023 through online and in-person workshops and in April/May 2024 through pop-ups and the Councils YourSay page. Through this process, 214 individuals provided insights about the community priorities of:

- Mental Health and Wellbeing
- Families, Women and Children
- People with additional needs/ and or who are at risk
- Leisure and Sport infrastructure
- Public Realm
- Roads and Footpaths
- Parks and Gardens
- Greening and Beautification
- Climate and Conservation
- Employment and Education

And they told us that these priorities are still very much relevant to our community. Community Voice Panel members confirmed that Public Realm, Roads and Footpaths are of upmost importance to them, whilst Climate and Conservation were highest priorities for young people.

In 2024/2025 Council will invest $263.3 million into operations. Our operational budget funds 76 diverse services ranging from arts and culture and maternal and child health, to statutory planning and urban design. Next year we will spend $25.5 million on waste services, $14.8 million on parks services and $8.6 million on libraries. As we look to the future we continue to seek operational efficiencies to deliver best value and service outcomes for our community.

The Draft Annual Budget and Council Plan Action Plan includes key initiatives that respond to community priorities, strengthen community connections, support health and wellbeing and contribute to the overall liveability of our city. Examples of key initiatives to be delivered through our operational budget and in line with priorities identified by our community include:

- Deliver capacity building programs to support youth mental health, such as youth mental health first aid training and partnerships with other services and various programs.
- Provide community education sessions with kindergartens, playgroups and other community groups about identification and early intervention for families and individuals who may be facing family violence.
- Deliver environmental programs with community such as My Smart Garden program and community planting events.
- Provide tailored services, forge partnerships and role model opportunities to support Brimbank residents to access jobs and skills, including for young job seekers and young entrepreneurs.

An investment of $58.7 million will be made into the capital works program in 2024/2025. Highlights include:

- $27.9 million on roads and drainage upgrades
- $5.2 million for playgrounds, parks and gardens
- $2.1 million on walking and cycling paths to connect our city
- $18.8 million on improvements to community facilities including sports and early learning facilities
- $0.9 million on assets including $825,000 for library books; and
- $3.8 million for the cyclical replacement of plant and vehicle fleet.

Our budget strives to focus spending in the right areas, whilst delivering on our plans to support well-being, improve our city, and collaborate with all levels of government to build a better future for the Brimbank community.

On behalf of my fellow Councillors and the organisation, I commend the Draft 2024/2025 budget to the community.

Cr Ranka Rasic
Brimbank Mayor

Budget influences

The Budget is influenced by a range of factors, including the following:

- demographic profile, population needs and trends
- use and development of land
- the state of the local economy
- climate change
- federal and state policy and legislative requirements

Snapshot of Brimbank City Council

Brimbank is a vibrant, growing community in the heart of Melbourne's west, that borders the Hobsons Bay, Maribyrnong, Melton, Moonee Valley and Wyndham municipalities. Located between 12 and 23 kilometres west and north-west of the Melbourne CBD and covers an area of 123 square kilometres.

The land that Brimbank now occupies has a human history that began with Aboriginal traditional custodians, the Kulin Nation, including the Wurundjeri, Bunurong and Boon Wurrung peoples, more than 40,000 years before European settlement. The area was originally occupied by the KurungJang-Balluk and Marin-Balluk clans of the native Wurundjeri people. For the Traditional Owners, the lands in the City of Brimbank have always been a significant trading and meeting place. We recognise the Aboriginal and Torres Strait Islander communities continuing spiritual connection to the land and renew our commitment to respect Indigenous beliefs, values and customs, as together we build a cohesive future.

There is a strong acceptance of cultural diversity by Brimbank's residents. Faith and religion factor strongly in the lives of many, with seven out of 10 residents indicating a religious affiliation. The changing migration patterns have led to increases in residents who affiliate with non-Christian religions.

Population

The population of Melbourne's Western Metropolitan Region is growing rapidly, with Brimbank positioned to be at the very heart of its future expansion. While the Western Metropolitan Region currently has a population of approximately 964,000, by 2051 this is projected to rise to 1.75 million most of which will occur in the growth areas directly to the west and north of Brimbank.

The challenges of shifting demographics, government policy and service model reforms, ensuring social equity and access in a constrained fiscal environment are transforming the way in which services and infrastructure are funded and delivered to meet future needs.

Transforming Brimbank

Brimbank and Melbourne's West is about to see billions of dollars of development and infrastructure being delivered over the coming decades in a way that will transform our city. The majority of investment and transformational change is planned to occur on the Sunshine Precinct, which may have up to 43,000 additional residents and an additional 29,000 jobs created by 2051.

The Transforming Brimbank program aims to leverage this investment to deliver meaningful and generational change for our community. Brimbank aims to do this by working closely with key stakeholders as well as the community, to ensure that all investment will direct towards people and places and not just projects.

Climate Change

Climate change is an immediate, real, and all-encompassing threat. An appropriate science-based, coordinated public policy response is the only responsible course of action. Council's declaration of a climate emergency is a bold but necessary action that sees 'socially just' climate action as a necessity, to be undertaken at scale and speed.

In Brimbank, health, equity, energy, infrastructure, the natural environment, and the material economy are the core areas that will be affected by climate change, and by the responsive transition to the new economy.

Social Justice

Brimbank's social, economic and cultural diversity means it needs to prioritise the needs of many different cultures and lifestyles in the community.

Council recognises the need to work towards addressing the many complex issues that arise from systemic disadvantage and has formed many multi-agency partnerships to support our work.

Mental Health and Wellbeing

Some population groups are at higher risk of poor mental health and mental illness because of greater vulnerability to unfavourable social, economic and environmental circumstances, including social isolation and loneliness. COVID-19 has detrimentally impacted residents' mental health and wellbeing, particularly those affected by unemployment or with limited access to income support.

Many Council services, community facilities and programs contribute in some way to help improve mental wellbeing. Council will continue to develop ways to evaluate the collective impact on positive mental wellbeing.

Cultural Diversity

Brimbank prides itself on its cultural diversity, embracing more than 160 nationalities from around the globe.

Diversity is central to our identity – we are proudly multicultural, embracing people from around the world and weaving their stories into our own.

External influences

Shifting demographics, changes to Government policy, service model reforms, and ensuring social equity and access in a constrained financial environment, are creating pressure on the way services and infrastructure are funded and delivered.

The preparation of the Draft Annual Budget 2024/2025 has been influenced by the following external factors:

Rate Base:

- The Victorian State Government introduced a cap on rate increases from 2016/17. The cap for 2024/25 has been set at 2.75%. This rate cap poses significant challenges to Council as it is set below CPI.

State Government:

- The landfill levy payable to the State Government upon disposal of waste into landfill has increased from $6.59 million in FY 2023/2024 to $7.61 million in FY 2024/2025, and is included in Council's waste management budget.
- The Fire Services Property Levy is a State Government levy, which is collected by Council on behalf of the State Government.

Legislative Changes:

- The Federal Budget delivered in 2021 announced increases in the Superannuation guarantee percentage for the 2021/22 financial year, moving the rate from 9.5% to 10.0%, and a further 0.5% increase, each financial year, until the rate reaches 12.0% in the 2025/26 financial year. These Superannuation guarantee percentage increases have been factored into the future budget projections.
- Legislative changes have and will continue to have an impact on the operating costs for many Council services, such as Parks Services increased compliance relating to traffic management planning accreditation and provision having a $250,000 per annum impact on service cost.

Cost Shifting:

- As funding from the Federal and State Governments either lessens or remains the same, the 'gap' between the true cost of running Council services and the level of subsidy continues to grow. Recurrent Grant revenue as a proportion of total revenue is budgeted to decrease from 10.38% in 2023/2024 to 9.99% in 2024/2025.

Global influences:

- Due to the global supply chain issues for materials, equipment, and labour that the construction industry relies heavily on, capital works costs have increased from 5% to 15% over baseline (FY2024 to FY 2034 budget). This has increased the average annual spending from $3 million (5% uplift) to $8.8 million (15% uplift).

Climate Change:

- Impact of Climate Emergency is contributing to increased costs for many Council services. One example is the Parks Service, where prolonged Spring seasons result in greater vegetation growth and more frequent and severe storm events increase maintenance costs.

Borrowing Rates:

- The cost of borrowings are forecast to be significantly impacted by future interest rate movements. The current loan balance as at 30 June 2023 is $88.3m, where the majority of the balance is locked in at historically low rates of less than 2%. The projected 10 year Treasury Corporation of Victoria Bond Rate is expected to reach 4.55%.

Community Expectation:

- The increase in community expectations relating to the use of technology and access to Council services online.

Internal influences

As well as external influences, there are also a number of internal influences which are expected to have a significant impact on the preparation of the Annual Budget 2024/25. These matters have arisen from events occurring in the 2023/24 year resulting in variances between the actual and budgeted results for that year and matters expected to arise in the 2024/25 year. These matters and their financial impact are set out below:

- Ongoing objective to gain operational efficiencies and to achieve long term financial sustainability
- An increasing demand from the community to address ageing infrastructure, improve the appearance of town centres and enhance parks, playgrounds and sporting facilities
- Improving community access to Council.

Budget Considerations

Budget guidelines were set and prepared based on internal influences and budget principles. These include:

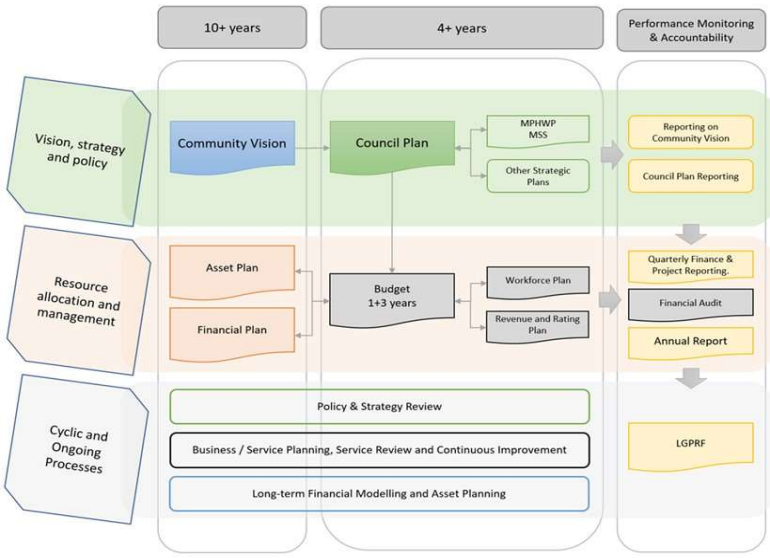
- Grants were based on anticipated funding levels
- New revenue sources were identified where possible
- The effect of rate capping on growth in council rates, in place since financial year 2016/17, has a material impact on council's ability to raise revenue and has had a significant cumulative impact on its rates base – estimated at $126m for the 2024/25 financial year. This rate capped environment has meant Council has had to look for efficiencies to enable us to continue delivery of services during this time. As identifying efficiencies becomes more difficult, Council then needs to consider the type and method of services delivered, into the future
- Employee costs include; on-costs such as superannuation, long service leave, annual leave and work cover, enterprise agreement and performance increments
- Operating expenditure such as administration/program, printing and stationery, materials etc. budgets used a principle of targets based on prior year budget plus indexation, whereby each department's operational expenditure is reviewed comprehensively and material variances from the target budget had to be justified rather than assume automatic increases
- With improvements to systems already creating efficiencies, further improvements are being considered by implementing contemporary systems as an enabler for enhancing productivity and customer service
- An indication of future year's capital works program for the next 10 years based on Council strategic objectives
- Council is committed to continually reviewing services and programs to ensure they meet the needs of our community. This includes a planned program of service reviews.

1. Linkage to the Council Plan

This section describes how the Budget links to the achievement of the Community Vision and Council Plan within an overall integrated strategic planning and reporting framework; as prescribed in the *Local Government Act 2020 (The Act)* . This framework guides the Council in identifying community needs and aspirations over the long term (Community Vision and Financial Plan), medium term (Council Plan, Workforce Plan, and Revenue and Rating Plan) and short term (Budget) and then holding itself accountable (Annual Report).

1.1 Legislative planning and accountability framework

The Budget is a rolling four-year plan that outlines the financial and non-financial resources that Council requires to achieve the strategic objectives described in the Council Plan. The diagram below depicts the integrated strategic planning and reporting framework that applies to local government in Victoria. At each stage of the integrated strategic planning and reporting framework there are opportunities for community and stakeholder input. This is important to ensure transparency and accountability to both residents and ratepayers.



Source: Department of Jobs, Precincts and Regions

The timing of each component of the integrated strategic planning and reporting framework is critical to the successful achievement of the planned outcomes.

1.1.1 Key planning considerations

Service level planning

Although councils have a legal obligation to provide some services— such as animal management, local roads, food safety and statutory planning—most council services are not legally mandated, including some services closely associated with councils, such as libraries, building permits and sporting facilities. Further, over time, the needs and expectations of communities can change. Therefore councils need to have robust processes for service planning and review to ensure all services continue to provide value for money and are in line with community expectations. In doing so, councils should engage with communities to determine how to prioritise resources and balance service provision against other responsibilities such as asset maintenance and capital works.

Community consultation needs to be in line with a councils adopted Community Engagement Policy and Public Transparency Policy.

1.2 Our purpose

Our vision

Council's vision - *"By 2040, the Brimbank community will be healthy and safe and we will be united through a sense of belonging and pride. Our city will be inclusive, resilient, innovative and vibrant and our people will share equally in the City's prosperity and opportunity. The environment will be protected and enhanced and Brimbank's diverse neighbourhoods and housing will offer something for everyone."*

Our purpose

Council's purpose - *"A transformed Brimbank that is beautiful, thriving, healthy and connected."*

Our values

The organisation's values guide our behaviour and underpin everything we do. Our values help us achieve the organisation's vision and improve the quality of the services we offer to our community. Our values are:

- We act with **INTEGRITY**
- We find **BETTER WAYS**
- We are **RESPECTFUL**
- We work **TOGETHER**

Our **Roles** and **Functions**

- Lead and Represent
- Partner and Advocate
- Provide Services
- Build and Maintain
- Plan and Regulate
- Fund and Resource

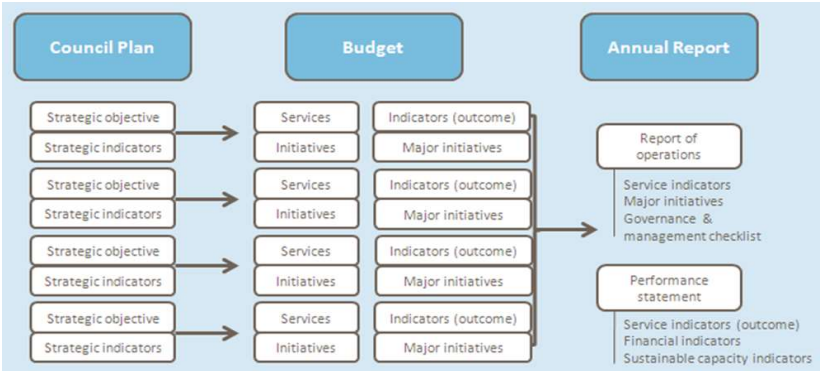
1.3 Strategic Directions

The Council Plan 2021-2025 sets out four goals or Strategic Directions that will enable the Vision to be delivered. Strategic objectives are identified for each of the Strategic Directions that determine what Council is aiming for. Annual actions are determined in accordance with the Annual Budget.

Strategic Directions	Strategic Objectives
1. People and Community	• Wellbeing and Belonging - Responsive services that support mental and physical wellbeing • Pride and Participation - Community and cultural connections built through social and artistic expression
2. Place and Spaces	• Liveable and Connected - Inviting and liveable spaces and facilities, connected so people can get around • Sustainable and Green - Protect natural environments for current and future generations
3. Opportunity and Prosperity	• Growing and Transforming - Optimise community opportunities through infrastructure innovation and investment • Earning and Learning - Everyone has access to education, training and lifelong learning to support their aspirations
4. Leadership and Governance	• 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

2. Services and service performance indicators

This section provides a description of the services and initiatives to be funded in the Budget for the 2024/25 year and how these will contribute to achieving the strategic objectives outlined in the Council Plan. It also describes several initiatives and service performance outcome indicators for key areas of Council's operations. Council is required by legislation to identify major initiatives, initiatives and service performance outcome indicators in the Budget and report against them in their Annual Report to support transparency and accountability. The relationship between these accountability requirements in the Council Plan, the Budget and the Annual Report is shown below.



Source: Department of Jobs, Precincts and Regions

2.1 Strategic Objective: People and Community

- Wellbeing and Belonging - Responsive services that support mental and physical wellbeing
- Pride and Participation - Community and cultural connections built through social and artistic expression

Service area	Description of services provided		2022/23 Actual ($'000)	2023/24 Forecast ($'000)	2024/25 Budget ($'000)
Service Access		Expenditure	787	642	686
		(Revenue)	-	-	-
		Net Cost	**787**	**642**	**686**
	Service Access provides a single and centralised service access and assessment point for community care services and service information to the community. Sub-services include Maternal & Child Health appointment bookings / Service Outreach and Navigation programs / Resilience and Emergency Management / Community Register Regional Assessment Service for Commonwealth Home Support Programme (CHSP) and Home and Community Care for Young People (HACC PYP).				
Community Care		Expenditure	1,773	1,550	1,378
		(Revenue)	(27)	(17)	(20)
		Net Cost	**1,746**	**1,533**	**1,358**
	Community Care manages and coordinates all Council's programs that support older people, people with disability and carers to maintain their wellbeing and live at home independently with assistance.				
Food Services		Expenditure	854	1,095	1,502
		(Revenue)	(249)	(251)	(329)
		Net Cost	**605**	**844**	**1,172**
	The Food Services (Delivered Meals) aims to support, maintain and enhance the physical, social and emotional well-being of clients. Delivered meals are prepared and delivered to the clients (home or centre-based). Council volunteers deliver the meals.				

Service area	Description of services provided		2022/23 Actual ($'000)	2023/24 Forecast ($'000)	2024/25 Budget ($'000)
Property Maintenance		Expenditure	445	531	392
		(Revenue)	(87)	(102)	(92)
		Net Cost	**358**	**429**	**299**
	The Property Maintenance service provides minor home modifications and repairs to eligible clients of the Commonwealth Home Support Programme (CHSP) and Home and Community Care (HACC) Program for Young people (PYP) to maintain a safe, secure, healthy home environment.				
Social Support		Expenditure	3,672	3,705	2,925
		(Revenue)	(46)	(134)	(122)
		Net Cost	**3,626**	**3,571**	**2,803**
	Social Support Groups provide a range of activities and provides an opportunity for clients to attend and participate in social interactions which are conducted away from the client's home and in, or from, a fixed base facility or community based settings and culturally specific programs.				
Community Transport		Expenditure	333	440	692
		(Revenue)	-	-	-
		Net Cost	**333**	**440**	**692**
	Council provides a community transport service for people who are transport disadvantaged and are unable to travel on public transport due to age, disability, health, social or geographic isolation or economic circumstances. The majority of clients using the service are older people and people with disabilities. The service is individually tailored and provided as a door-to-door transport service on a group or individual basis.				
Support for Carers Program		Expenditure	63	59	391
		(Revenue)	(133)	(85)	-
		Net Cost	**(70)**	**(26)**	**391**
	The Support for Carers program is funded by the State Government to provide support for carer health and wellbeing.				
Seniors Support		Expenditure	15	130	77
		(Revenue)	-	-	-
		Net Cost	**15**	**130**	**77**
	To provide support to people with a disability, seniors and carers living in Brimbank through the provision of information, advocacy, advice, activities and events.				
Maternal and Child Health		Expenditure	5,059	5,351	6,466
		(Revenue)	-	(31)	(16)
		Net Cost	**5,058**	**5,320**	**6,450**
	The Universal M&CH Service provides Key Age and Stage (KAS) consultations, flexible services, group sessions, other community strengthening activities and telephone consultations. The Enhanced Maternal and Child Health (EMCH) Service supports families who are experiencing significant risk issues and/or present with multiple risk factors with potential for a significant impact upon the health and wellbeing of children within these families.				
Early Years Services		Expenditure	1,177	1,569	1,676
		(Revenue)	-	-	-
		Net Cost	**1,177**	**1,569**	**1,676**
	Early Years Community Programs supports families in their early childhood journey to access early year's programs through service delivery, sector co-ordination and community partnerships. We provide a range of community-based early education and support programs for children aged 0 - school age and their primary carers.				
Youth Services		Expenditure	1,232	1,295	1,386
		(Revenue)	(11)	(1)	(3)
		Net Cost	**1,221**	**1,294**	**1,383**
	Youth Services work to enhance the wellbeing of young people by providing a range of primary prevention to early intervention services, using a youth and community development lens, to support positive participation in the community. Youth Services also advocates, in partnership with young people, to ensure young people's ideas and voices are heard around priority areas of need and concern.				

Service area	Description of services provided		2022/23 Actual ($'000)	2023/24 Forecast ($'000)	2024/25 Budget ($'000)
Arts and Culture		Expenditure	2,546	2,726	2,644
		(Revenue)	(258)	(220)	(172)
		Net Cost	**2,288**	**2,506**	**2,472**
	The Arts and Culture Unit working under the identifier of Creative Brimbank aims to build a vibrant, connected and creative community, bringing together a wide range of creative opportunities for the community and artists of the west. The Unit supports artists' development, connects the community and artists in creative programs and activities, and manages spaces in which creative activity takes place including the St Albans Community Centre (STACC) and Bowery Theatre plus the Council's various galleries and exhibition spaces.				
Leisure Centres		Expenditure	11,154	13,491	14,937
		(Revenue)	(12,126)	(15,254)	(14,358)
		Net Cost	**(972)**	**(1,764)**	**579**
	Brimbank Leisure Centres provide a range of health and fitness programs and services to improve the health and wellbeing of community members across Brimbank. Programs and services include gymnasiums and group fitness classes for exercise, learn to swim classes, recreational swimming and aquatic exercise.				
Sport and Recreation		Expenditure	1,075	926	960
		(Revenue)	(296)	(314)	(324)
		Net Cost	**779**	**611**	**636**
	Sport and Recreation delivers a range of projects, programs and events and supports sporting and recreation clubs in capacity building, business planning and funding applications.				
Keilor Basketball/Netball Stadium		Expenditure	332	442	494
		(Revenue)	(527)	(517)	(543)
		Net Cost	**(195)**	**(75)**	**(50)**
	Council manages the Keilor Basketball and Netball Stadium. The facility offers a range of recreational and competitive sporting options which offer all members of the Brimbank community the opportunity for participation in physical activity and a safe place for social interaction.				
Keilor Golf Course		Expenditure	1,076	2,055	1,767
		(Revenue)	(414)	(1,930)	(2,050)
		Net Cost	**662**	**125**	**(283)**
	Keilor Public Golf Course facilities include 18-hole golf course, a 20-bay driving range, pro shop, club and cart hire, and a kiosk. In the past Keilor Public Golf Course has been maintained by Council but managed by an external management company (Belgravia Leisure). In September 2022, Council decided that it would operate both the management and maintenance in house from 1 June 2023. Golf Course Management, Operations, Pro Shop, Driving Range, Bookings, Coaching and Programs will be managed by Leisure and Community Facilities. The maintenance of the Course will continue to be managed by the Brimbank Parks Team.				
Leisure and Community Facilities		Expenditure	1,111	1,183	1,198
		(Revenue)	(387)	(2,069)	(259)
		Net Cost	**724**	**(886)**	**939**
	Leisure and Community Facilities Planning has both operational and strategic units. Community Facilities manages bookings at Council's halls and meeting rooms, supports and develops community groups and manages tenancy agreements for community facilities leases and licences. The strategic unit develops plans, policies and strategies that set the strategic direction for the development and use of council facilities and programs.				
Strengthening Communities		Expenditure	936	863	942
		(Revenue)	-	-	-
		Net Cost	**936**	**863**	**942**
	Working through a human rights lens, the Strengthening Communities Unit works to influence, engage, inform and create inclusion and access opportunities across key life stages, situations and abilities. Through strong partnerships and collaborations the Unit is able to effectively plan and coordinate evidence based programs and services.				

Service area	Description of services provided		2022/23 Actual ($'000)	2023/24 Forecast ($'000)	2024/25 Budget ($'000)
Connected Communities		Expenditure	1,588	1,619	1,697
		(Revenue)	(10)	(8)	-
		Net Cost	**1,578**	**1,611**	**1,697**
	With a focus on equity, social justice and human rights outcomes for Aboriginal and Torres Strait Islander people, and Culturally and Linguistically Diverse communities (CALD), the Connected Communities Unit works to build community capacity, increase participation and drive reconciliation across Brimbank and in our organisation. To support this work, the unit delivers Council's community grants program and leadership and governance training programs for the Brimbank community.				
Social Policy and Research		Expenditure	1,111	1,153	1,167
		(Revenue)	(41)	-	-
		Net Cost	**1,070**	**1,153**	**1,167**
	Through social research and evidence-based planning, policy and partnerships, the Social Policy and Research Unit enables Council to make strategic decisions and undertake interventions that will achieve social and health equity for our community. Driven by the Municipal Health and Wellbeing Plan (part of Together We Are Brimbank) and Brimbank's Social Justice Charter, the unit oversees whole of organisation approaches to community health and wellbeing.				
Building Compliance		Expenditure	1,562	2,185	1,761
		(Revenue)	(762)	(777)	(819)
		Net Cost	**800**	**1,408**	**942**
	Building Compliance provides administration and enforcement of key parts of the Building Act and Building Regulations within its municipal district and externally where appointed on a commercial basis for ratepayers and customers.				
Environmental Health		Expenditure	2,074	2,267	2,267
		(Revenue)	(1,479)	(1,633)	(1,526)
		Net Cost	**596**	**633**	**741**
	Environmental Health implements legislated immunisations and food safety programs through education, advice, service provision and enforcement to ensure a safe and high standard of public health is maintained across Brimbank.				
Strategic Objective: People and Community - Net Total			**23,120**	**26,768**	**26,768**

Initiatives

- Deliver capacity building programs to support youth mental health, such as youth mental health first aid training and partnerships with other services and various programs.
- Provide community education sessions with kindergartens, playgroups and other community groups about identification and early intervention for families and individuals who may be facing family violence.
- Boost life-long health, food security and wellbeing for diverse communities and age groups through a wide range of programs provided by Neighbourhood Houses, community centres and libraries.
- Design streetscapes and public realm that provides safe and inviting spaces for the community using Crime Prevention through Urban Design Principles.
- Implement Year Two actions in the Disability Action Plan including promoting opportunities for local businesses to engage in disability awareness education
- Continue to support the establishment of Cooinda - the first dedicated Aboriginal and Torres Strait Islander Community Centre in Brimbank.
- Provide community grants that enable community members to lead initiatives that celebrate diversity and cultural learning.
- Deliver a Community Events program, which includes ‘We Are Brimbank Awards’ (Brimbank Citizen of the Year and Young Brimbank Citizen of the Year)

Service Performance Outcome Indicators

The following indicators outlines how we intend to measure achievement of service themes.

Services	Indicator	Performance Measure	Computation
Maternal and Child Health	Participation	**Participation in the MCH service** (percentage of children enrolled who participate in the MCH service)	[Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x 100
		Participation in the MCH service by Aboriginal children (percentage of Aboriginal children enrolled who participate in the MCH service)	[Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x 100
Aquatic Facilities	Utilisation	**Utilisation of aquatic facilities** (number of visits to aquatic facilities per head of municipal population)	Number of visits to aquatic facilities / Municipal population
Animal Management	Health and safety	**Animal management prosecutions** (number of successful animal management prosecutions)	Number of successful animal management prosecutions
Services	**Indicator**	**Performance Measure**	**Computation**
Food Safety	Health and safety	**Critical and major non-compliance notifications** (percentage of critical and major non-compliance outcome notifications that are followed up by Council)	[Number of critical non-compliance notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance notifications and major non-compliance notifications about food premises] x 100

2.2 Strategic Objective: Places and Spaces

- Liveable and Connected - Inviting and liveable spaces and facilities, connected so people can get around
- Sustainable and Green - Protect natural environments for current and future generations

Service area	Description of services provided		2022/23 Actual ($'000)	2023/24 Forecast ($'000)	2024/25 Budget ($'000)
Sustainability		Expenditure	1,373	2,023	2,126
		(Revenue)	(3)	(16)	(50)
		Net Cost	**1,370**	**2,007**	**2,076**

The Sustainability Service Unit develops and coordinates Council's policies, strategies, programs and projects with a key focus on climate change mitigation and adaptation, integrated water management, water sensitive urban design, the circular economy and sustainability education.

Conservation		Expenditure	1,927	2,378	2,474
		(Revenue)	(24)	(146)	(68)
		Net Cost	**1,903**	**2,232**	**2,406**

The primary role of the Conservation unit is to protect and enhance biodiversity across the municipality.

Service area	Description of services provided		2022/23 Actual ($'000)	2023/24 Forecast ($'000)	2024/25 Budget ($'000)
Western Alliance for Greenhouse Action (WAGA)		Expenditure	351	475	332
		(Revenue)	(125)	(454)	(334)
		Net Cost	**226**	**21**	**(2)**
	Western Alliance Greenhouse Action (WAGA) councils work collaboratively to respond to climate change across the region and encourage their communities – residents and businesses – to make a transition to a low carbon society. WAGA's plans and projects focus on both mitigation of greenhouse gas emissions and adaptation to the impacts of climate change.				
Contaminated Land		Expenditure	628	730	732
		(Revenue)	-	-	-
		Net Cost	**628**	**730**	**732**
	The Contaminated Land service coordinates consultants, contractors and resources to deliver works programs and projects to manage contaminated and Potentially Contaminated Land (PCL) owned, or managed, by Council to fulfill statutory responsibilities and obligations.				
Statutory Planning		Expenditure	3,122	3,115	3,416
		(Revenue)	(6,130)	(9,812)	(6,712)
		Net Cost	**(3,008)**	**(6,697)**	**(3,296)**
	Statutory Planning undertakes Council's statutory role of processing planning and subdivision applications in accordance with the requirements of the Planning and Environment Act 1987 and the Subdivision Act 1988 and providing advice and guidance on these matters. This involves a wide range of applications including multi-unit developments, heritage, liquor licenses, native vegetation removal, industrial and commercial land use and development, reduction of car parking requirements, signage, flood-prone land, contaminated land and subdivision.				
Planning Compliance		Expenditure	467	642	673
		(Revenue)	(182)	(213)	(126)
		Net Cost	**285**	**430**	**546**
	Planning Compliance is responsible for enforcing compliance with the Brimbank Planning Scheme and planning permits. The team work both proactively and reactively to bring land use and development into compliance. This may involve issuing Planning Infringement Notices (PINs) or undertaking legal proceedings against offenders through VCAT or the Magistrates Court. The team also provides advice to the Statutory Planners on appropriate and enforceable conditions for planning permits and oversees the implementation of Construction Environmental Management Plans for development sites.				
Animal Management		Expenditure	2,201	2,458	2,562
		(Revenue)	(750)	(795)	(760)
		Net Cost	**1,451**	**1,662**	**1,802**
	Animal Management Services provide education, enforcement and animal welfare services under state and local government legislation.				
Local Laws		Expenditure	590	997	697
		(Revenue)	(656)	(845)	(690)
		Net Cost	**(66)**	**152**	**7**
	Local Laws provides enforcement and compliance activities across Brimbank, under state and Local Government Legislation in the areas of Local Laws.				
Compliance		Expenditure	3,125	3,459	3,328
		(Revenue)	(3,944)	(4,196)	(4,450)
		Net Cost	**(818)**	**(737)**	**(1,122)**
	Compliance undertakes the provision of Local Law including Parking, Litter, Permits for Public Events and other activities subject to event guidelines under the relevant codes of practice and legislation, including permits to film within the municipality.				

Service area	Description of services provided		2022/23 Actual ($'000)	2023/24 Forecast ($'000)	2024/25 Budget ($'000)
School Crossings		Expenditure	1,800	1,914	2,290
		(Revenue)	(40)	(16)	-
		Net Cost	**1,761**	**1,899**	**2,290**
Provision of School Crossing Services during morning and afternoon school crossing times to ensure student and pedestrian safety and also optimise traffic movement.					
Engineering and Infrastructure Services		Expenditure	4,574	5,424	4,059
		(Revenue)	(776)	(605)	(735)
		Net Cost	**3,797**	**4,819**	**3,324**
Engineering and Infrastructure Services is responsible for planning, design, construction, maintenance and renewal/disposal of local roads, drainage systems and other vital infrastructure.					
Spatial Information Services (GIS)		Expenditure	617	678	729
		(Revenue)	(177)	(261)	(270)
		Net Cost	**440**	**417**	**458**
Spatial Information Services provides data, analytics, and mapping services in the areas of social, economic, spatial, demographic, geographic, and environment.					
Asset Management and Information Servicess (AMIS)		Expenditure	745	701	1,250
		(Revenue)	-	-	-
		Net Cost	**745**	**701**	**1,250**
Asset Management Services provides enterprise infrastructure asset management services as they relate to local government.					
Property Services		Expenditure	453	834	2,838
		(Revenue)	(1,250)	(1,181)	(1,043)
		Net Cost	**(797)**	**(348)**	**1,795**
Property Services provide enterprise support and management of property related matters including management of leases, licenses, tenant partners / tenants, asset sales, property acquisitions, boundary disputes, illegal encroachments and public lighting.					
Urban design		Expenditure	2,842	2,514	2,612
		(Revenue)	(3)	(281)	(104)
		Net Cost	**2,838**	**2,233**	**2,509**
Urban Design delivers quality public realm outcomes within streets and activity centres that support community togetherness, active transport and traders. The services works to create a green, resilient urban environment that supports the health and wellbeing of the community while addressing climate change impacts and other shocks like pandemics.					
Public Space		Expenditure	688	567	466
		(Revenue)	(100)	(37)	-
		Net Cost	**588**	**530**	**466**
The Public Space team deliver quality public realm outcomes within parks and reserves that support community togetherness and foster an active community while creating a green, resilient urban environment that supports inclusion, participation, health and wellbeing of the community that addresses climate change impacts.					
Rail Projects		Expenditure	570	340	420
		(Revenue)	(192)	(144)	-
		Net Cost	**378**	**196**	**420**
Transforming Brimbank facilitates communication between Council and Rail Projects Victoria (RPV).					

Service area	Description of services provided		2022/23 Actual ($'000)	2023/24 Forecast ($'000)	2024/25 Budget ($'000)
Building Maintenance		Expenditure	9,456	10,514	9,686
		(Revenue)	-	-	-
		Net Cost	**9,456**	**10,514**	**9,686**
Building Maintenance is responsible for the maintenance and essential service of Council owned buildings, including public toilets, BBQ's, security services, fire services and graffiti removal.					
Road Maintenance		Expenditure	4,622	5,163	5,048
		(Revenue)	(102)	(268)	-
		Net Cost	**4,520**	**4,896**	**5,048**
Road Maintenance is responsible for the maintenance of Council's Road and Drainage Network and associated infrastructure as per Council's Road Management Plan.					
Cleansing Services		Expenditure	5,321	5,534	5,593
		(Revenue)	(91)	(72)	-
		Net Cost	**5,231**	**5,462**	**5,593**
Cleansing Services work to improve the amenity and livability of Brimbank by maintaining the overall cleanliness of the municipality.					
Parks Services		Expenditure	10,361	14,701	14,964
		(Revenue)	(264)	(202)	(146)
		Net Cost	**10,097**	**14,499**	**14,817**
Parks Services is responsible for maintaining the amenity and appearance of parks, open space, reserves, sporting fields, golf course, streetscapes and road side assets. This assists in creating an urban environment that supports the health and wellbeing of the community.					
Tree Services		Expenditure	3,506	3,064	2,584
		(Revenue)	(69)	(30)	-
		Net Cost	**3,437**	**3,034**	**2,584**
Tree Services provides maintenance and ongoing care for Council's street tree and open space tree assets.					
Waste Services		Expenditure	21,933	24,345	25,585
		(Revenue)	(70)	(105)	(54)
		Net Cost	**21,863**	**24,240**	**25,531**
Waste Services is responsible for the development of effective waste and resource management strategies and waste disposal and recycling services across Brimbank.					
Pedestrian Facilities		Expenditure	1,590	1,787	1,715
		(Revenue)	(23)	(69)	(41)
		Net Cost	**1,567**	**1,718**	**1,674**
Pedestrian Facilities is responsible for the maintenance, upkeep and safety of the entire footpath network in Brimbank.					
Operations Group Management		Expenditure	834	825	848
		(Revenue)	(12)	-	-
		Net Cost	**822**	**825**	**848**
Operations Group Management is responsible for the overall coordination, administration, planning and monitoring of all services within the Operations department.					
Fleet Management (Procurement and Leasing)		Expenditure	4,503	4,459	4,794
		(Revenue)	(7,220)	(8,222)	(7,738)
		Net Cost	**(2,716)**	**(3,763)**	**(2,944)**
Fleet Management is responsible for annual maintenance schedule, budget and capital works program for Council's passenger and light commercial vehicles and plant and machinery.					

Service area	Description of services provided		2022/23 Actual ($'000)	2023/24 Forecast ($'000)	2024/25 Budget ($'000)
Fleet Maintenance		Expenditure	3,101	3,576	2,904
		(Revenue)	(23)	-	-
		Net Cost	**3,079**	**3,576**	**2,904**
	Fleet Maintenance is responsible for the maintenance and servicing of the entire Council fleet and plant items.				
Strategic Objective: Places and Spaces - Net Total			**69,075**	**75,244**	**81,403**

Initiatives

- Investigate, develop and promote opportunities for public art and street art that contribute to vibrant and engaging places across Brimbank.
- Undertake preliminary work to inform the development of an Open Space Strategy.
- Commence design work on the Dempster Park Children's Centre.
- Finalise and implement Brimbank's new Integrated Water Management Strategy.
- Deliver environmental programs with community such as My Smart Garden program and community planting events.
- Facilitate community capacity building initiatives, including:
  - Delivering an annual Environmental Events Calendar with programs such as 'Healthy food for a healthy planet' and 'Reducing food waste at home'
  - Supporting the community to stay safe during heatwaves
  - Supporting local businesses to access renewable energy and improve energy efficiency.
- Support environment groups and 'Friends of' groups to deliver revegetation or restoration projects within the municipality.

Service Performance Outcome Indicators

The following indicators outlines how we intend to measure achievement of service themes.

Services	Indicator	Performance Measure	Computation
Roads	Satisfaction	Satisfaction with **sealed local roads** (community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads)	Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads
Waste Collection	Waste diversion	**Kerbside collection waste** diverted from landfill (percentage of garbage, recyclables and green organics collected from kerbside bins that is diverted from landfill)	[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x 100
Statutory Planning	Decision making	**Council planning decisions upheld at VCAT** (percentage of planning application decisions subject to review by VCAT and that were not set aside)	[Number of VCAT decisions that did not set aside Council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x 100

2.3 Strategic Objective: Opportunity and Prosperity

- Growing and Transforming - Optimise community opportunities through infrastructure innovation and investment
- Earning and Learning - Everyone has access to education, training and lifelong learning to support their aspirations

Service area	Description of services provided	2022/23 Actual ($'000)	2023/24 Forecast ($'000)	2024/25 Budget ($'000)
Libraries	Expenditure	7,851	7,974	8,697
	(Revenue)	(130)	(153)	(136)
	Net Cost	**7,721**	**7,821**	**8,561**
	Brimbank Libraries provide a universal and inclusive service open to all community members at no charge. Libraries support the learning needs and interests of the local community, residents, visitors, workers and students across all life stages.			
Neighbourhood Houses	Expenditure	2,263	2,507	2,687
	(Revenue)	(316)	(266)	(345)
	Net Cost	**1,947**	**2,241**	**2,342**
	Council's six Neighbourhood Houses (NH/CC) provide community strengthening activities and programs that meet the needs and aspirations of local communities with a focus on learning and belonging. They bring people together to connect, learn, create and contribute in their local community.			
Learning and Employment Pathways	Expenditure	705	413	487
	(Revenue)	(79)	(94)	(100)
	Net Cost	**626**	**319**	**387**
	Learning and Employment Pathways as well as Libraries and Neighbourhood houses work with individuals and groups in the community to co-design initiatives that contribute towards better education, employment and social outcomes while encouraging lifelong learning.			
Economic Development	Expenditure	1,430	1,479	1,718
	(Revenue)	(320)	(378)	(414)
	Net Cost	**1,110**	**1,101**	**1,304**
	Economic Development promotes sustainable economic development and employment outcomes that benefit Brimbank through building business capacity, establishing relationships and partnerships, and attracting and facilitating investment.			
Place Management	Expenditure	465	505	479
	(Revenue)	-	-	-
	Net Cost	**465**	**505**	**479**
	Delivery of a program to coordinate revitalisation and place management of the St Albans and Sunshine Town Centres.			
Strategic Planning	Expenditure	1,427	1,826	1,919
	(Revenue)	-	-	-
	Net Cost	**1,427**	**1,826**	**1,919**
	Strategic Planning undertakes planning and prepares strategies to guide sustainable land use and development that accommodates current and future community needs, while appropriately protecting the environment, heritage and a range of other assets.			
Transforming Brimbank	Expenditure	479	727	1,068
	(Revenue)	(23)	(608)	(45)
	Net Cost	**456**	**119**	**1,023**
	The key purpose of Transforming Brimbank is to leverage new investment in Brimbank to deliver meaningful and generational change for the community. The program works to promote, partner and advocate for outcomes described in the Sunshine Priority Precinct 2050 Vision.			
Building Program	Expenditure	(55)	1,134	599
	(Revenue)	(142)	(147)	(135)
	Net Cost	**(198)**	**988**	**464**
	Building Program department is responsible for the delivery of Council building facilities including community facilities and sporting facilities.			
Strategic Objective: Opportunity and Prosperity - Net Total		**13,555**	**14,920**	**16,478**

Initiatives

• Continue to work with the Department of Transport and Planning to finalise the design and further develop the Sunshine Station Masterplan and to develop the Albion Quarter Structure Plan.

• Implement Year Three actions of the Brimbank Economic Development Strategy 2022-2027, including a range of industry and business development activities.

• Progress the implementation of the Housing and Neighbourhood Character Policy to advance a long-term plan to manage housing growth and change across Brimbank.

• Provide tailored services, forge partnerships and role model opportunities to support Brimbank residents to access jobs and skills, including for young job seekers and young entrepreneurs.

• Encourage local employment of people with disability by:
  oPromoting opportunities for local businesses to build capacity through engagement with disability awareness and education activities
  oExploring local partnerships that enable pathways and opportunities for people with disability volunteering in Brimbank.

• Develop and run a range of programs and spaces that teach, encourage and support community members to use digital and other technology, regardless of the barriers they face.

Service Performance Outcome Indicators

The following indicators outlines how we intend to measure achievement of service themes.

Services	Indicator	Performance Measure	Computation
Library Services	Participation	**Active library members** (percentage of the municipal population that are active library members) Library collection item loans Number of library collection items purchased in the last 5 years Number of visits to the library	[Number of active library members / Municipal population] x 100 Number of items loaned during the reporting period Number of library items purchased in the last 5 years. Number of visits during the reporting period.

2.4 Strategic Objective: Leadership and Governance

- 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

Service area	Description of services provided		2022/23 Actual ($'000)	2023/24 Forecast ($'000)	2024/25 Budget ($'000)
Occupational Health and Safety		Expenditure	1,290	1,305	961
		(Revenue)	(209)	(209)	-
		Net Cost	**1,080**	**1,096**	**961**
Employee Services		Expenditure	3,133	2,814	2,247
		(Revenue)	-	-	-
		Net Cost	**3,133**	**2,814**	**2,247**

The Occupational Health and Safety (OHS) service is a strategic partner and change facilitator that provides systems and technical expertise on health, safety and wellbeing matters that impact the operation of the organisation.
The OHS service works closely with business leaders and line managers to achieve shared organisational goals via the implementation of the OHS Strategic Plan (in accordance with the People Strategy 2019-2022) in order to comply with the OHS Act 2004 and any other relevant legislation and codes.

Employee Services support the organisation and staff by providing end-to-end employment and industrial relations services, business partnering (human resources advice), human resources administration, and payroll and workers compensation management.

Service area	Description of services provided		2022/23 Actual ($'000)	2023/24 Forecast ($'000)	2024/25 Budget ($'000)
Organisational Development		Expenditure	76	332	1,774
		(Revenue)	-	-	-
		Net Cost	**76**	**332**	**1,774**
	Organisational Development delivers on the People Strategy Action Plan – which includes orientation and induction of new staff, capability frameworks, Performance and Development Plans (PDPs), Engagement Survey initiative, professional development programs and resources, organisation-wide training, succession planning, leadership capability, recognition and values initiatives, Inclusion, Equity and Diversity (IED) initiatives.				
Organisational Strategy and Change		Expenditure	738	664	45
		(Revenue)	-	-	-
		Net Cost	**738**	**664**	**45**
	Organisational Strategy and Change leads the development and implementation of organisational strategy, enterprise change and internal communications to strengthen staff engagement, alignment and performance. This includes raising awareness and understanding of the organisational vision and strategic priorities and supporting business areas to ensure enterprise wide change is effectively and proactively managed.				
Information Communications and Technology (ICT)		Expenditure	8,475	12,307	16,522
		(Revenue)	(102)	(1)	-
		Net Cost	**8,373**	**12,306**	**16,522**
	Information Communications and Technology (ICT) provides a consistent level of support and service to all council departments to ensure continuity and efficiency in service delivery. ICT offers solution designing, planning and supporting with implementing existing and new specialist System/Applications. ICT team manages hardware and infrastructure including cyber security across council.				
Information Management		Expenditure	942	1,132	1,093
		(Revenue)	-	-	-
		Net Cost	**942**	**1,132**	**1,093**
	Information Management encompasses the registration, management, storage, retrieval and destruction of all information received by Council in accordance with Legislative requirements. All service processes are designed around optimal use of digital practices. Information Management also provides internal support for users of the corporate database.				
Financial Accounting		Expenditure	1,017	1,116	1,083
		(Revenue)	-	-	-
		Net Cost	**1,017**	**1,116**	**1,083**
	Financial Accounting provides accounting support to the organisation through the accurate reporting of financial transactions and the day to day management of Council's banking relationship, investment funds and asset accountability. The team also provides compliance with various external financial reporting and taxation requirements of both State and Federal government.				
Revenue		Expenditure	2,187	1,318	1,713
		(Revenue)	(251)	(213)	(354)
		Net Cost	**1,936**	**1,105**	**1,358**
	Revenue Services manage rates and charges in accordance with legislative requirements, Council's Revenue and Rating Plan and Council's Annual Budget. They are also responsible for accounts receivable, daily banking and receipts.				
Management Accounting		Expenditure	598	470	537
		(Revenue)	-	-	-
		Net Cost	**598**	**470**	**537**
	Management Accounting provides Finance Partnering and Performance Reporting for the organisation. It is responsible for the preparation of the Annual Budget, long term financial plan and quarterly financial reporting to Council.				

Service area	Description of services provided		2022/23 Actual ($'000)	2023/24 Forecast ($'000)	2024/25 Budget ($'000)
Systems Accounting		Expenditure	398	314	358
		(Revenue)	-	-	-
		Net Cost	**398**	**314**	**358**
Systems Accounting are responsible for the management and maintenance of Council's financial and reporting systems.					
Procurement and Contracts		Expenditure	733	394	868
		(Revenue)	-	-	-
		Net Cost	**733**	**394**	**868**
Procurement and Contracts manage and coordinate the delivery of Council's procurement activities in accordance with the Procurement Policy to support strategic goals of council.					
Strategic Advocacy		Expenditure	436	564	639
		(Revenue)	-	-	-
		Net Cost	**436**	**564**	**639**
Strategic Advocacy is responsible for managing the processes that determine Council's advocacy priorities as well as conceiving the advocacy strategy and managing the implementation of this strategy. The Department also plays an important role in engaging with stakeholders and developing partnerships that help achieve Council's desired outcomes.					
Customer Service		Expenditure	2,642	3,036	3,245
		(Revenue)	0	0	-
		Net Cost	**2,642**	**3,036**	**3,245**
Customer Service is Council's front-line point of contact with the community. Providing professional services over the phone, through live chat, face-to-face and through written communications, the team also monitors and analyses customer feedback to better understand the customer experience and to drive service delivery improvement programs.					
Enterprise Performance		Expenditure	369	643	838
		(Revenue)	-	-	-
		Net Cost	**369**	**643**	**838**
The Enterprise Performance Team is responsible for the development, implementation and monitoring of Council Plan and Annual Action Plans. It is also responsible for legislated reporting requirements including Local Government Performance Reporting Framework (LGPRF), Community Satisfaction Survey (CSS) and the Annual Report. The team provides internal executive headline reports to support monitoring and performance, as well as implements the organisation-wide Service Planning and Review Framework.					
Governance and Legal		Expenditure	1,782	2,021	3,815
		(Revenue)	(19)	(73)	(41)
		Net Cost	**1,763**	**1,948**	**3,774**
Governance and Legal support Council to provide good governance for the municipal district, by facilitating good decision making and municipal elections. The service also tracks and measures compliance with Council's legal and regulatory obligations and co-ordinate regulatory activity and the provision of internal legal advice.					
Risk and Compliance		Expenditure	2,415	2,821	2,889
		(Revenue)	(21)	(52)	(52)
		Net Cost	**2,394**	**2,769**	**2,837**
Risk and Compliance manages all risk Management (Strategic and Operation) and Insurance items for Council, Audit and Risk Committee and Internal Audit functions.					
Councillor Support		Expenditure	765	776	856
		(Revenue)	-	-	-
		Net Cost	**765**	**776**	**856**
Supports Councillors in the performance of their roles by providing a high level of administrative support and engagement activities and operating as a liaison point for Council Officers who require Councillor attendance or input at community or external events and meetings.					

Service area	Description of services provided		2022/23 Actual ($'000)	2023/24 Forecast ($'000)	2024/25 Budget ($'000)
Communications and Community Engagement		Expenditure	2,973	3,169	3,231
		(Revenue)	(1)	-	-
		Net Cost	**2,972**	**3,169**	**3,231**
Communications and Community Engagement leads Council's communication with the community through a variety of methods and channels including mainstream and local media, community newsletters and other publications (print and electronic), design and promotion, website and social media, advertising, strategic advice, consultation and speeches. The team supports genuine and best practice community engagement to enable meaningful and inclusive opportunities for community to be involved and inform decision making processes.					
Civic Events		Expenditure	330	352	359
		(Revenue)	-	-	-
		Net Cost	**330**	**352**	**359**
Civic Events deliver a range of projects/events that engage the community in civic and public life.					
Strategic theme: Leadership and Governance - Net Total			**30,696**	**35,000**	**42,627**

Initiatives

- Deliver the Advocacy Plan 2023-2025 that sets out Brimbank's key advocacy priorities, which include:
  - o Transforming Brimbank
  - o Mental health
  - o Road infrastructure
  - o Climate emergency
  - o Addressing unemployment
  - o Housing and homelessness
  - o Melbourne Airport Third Runway
  - o Gambling harm
  - o Major parks
  - o Libraries.
- Expand and leverage Brimbank's Community Voice Panel for enhanced participation and consultation.
- Report on the outcomes of the annual Local Government Community Satisfaction Survey (CSS) and the Local Government Performance Reporting Framework (LGPRF) through the Brimbank Annual Report 2024 -2025.
- Commence the business case for the Connected Brimbank initiative. This will consider Council's long term information system needs in supporting community engagement, information security and operational excellence and compliance obligations.

Service Performance Outcome Indicators

The following indicators outlines how we intend to measure achievement of service themes.

Service	Indicator	Performance Measure	Computation
Governance	Satisfaction	**Satisfaction with Council decisions**	Community satisfaction rating out of 100 with the performance of Council in making decisions in the interest of the community.

2.5 Performance Statement

The service performance indicators detailed in the preceding pages will be reported on within the Performance Statement which is prepared at the end of the year as required by Section 98 of *the Act* and will be included in the Annual Report.

The Performance Statement will also include reporting on prescribed indicators of financial performance and sustainable capacity, which are not included in this Budget report. The full set of prescribed performance indicators are audited each year by the Victorian Auditor General who issues an audit opinion on the Performance Statement. The major initiatives detailed in the preceding pages will be reported in the Annual Report in the form of a statement of progress in the report of operations.

2.6 Reconciliation with budgeted operating result

	Net Cost 2024/25 ($'000)	Expenditure 2024/25 ($'000)	(Revenue) 2024/25 ($'000)
Strategic Objective: People and Community	26,768	47,402	(20,635)
Strategic Objective: Place and Spaces	81,403	104,724	(23,321)
Strategic Objective: Opportunity and Prosperity	16,478	17,653	(1,174)
Strategic Objective: Leadership and Governance	42,627	43,074	(447)
Total services and initiatives	**167,276**	**212,853**	**(45,577)**
Added in:			
Depreciation	56,125		
Borrowing costs	2,515		
Finance costs - leases	220		
Other non-attributable*	(11,470)		
Deficit before funding sources	**214,666**		
Funding sources:			
Rates and charges	(187,664)		
Operating grants	(26,212)		
Capital grants	(2,564)		
Total funding sources	**(216,440)**		
Surplus for the year	**(1,774)**		

*Other non-attributable is the net of corporate operations income and expenses that includes interest income, vested assets, net gain on disposal of assets and bad and doubtful debts.

3. Financial Statements

This section presents information in regard to the Financial Statements and Statement of Human Resources. The budget information for the year 2024/25 has been supplemented with projections to 2027/28.

This section includes the following financial statements prepared in accordance with *the Act* and the *Local Government (Planning and Reporting) Regulations 2020*.

Comprehensive Income Statement
Balance Sheet
Statement of Changes in Equity
Statement of Cash Flows
Statement of Capital Works
Statement of Human Resources

Comprehensive Income Statement

For the four years ending 30 June 2028

	Notes	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Projections 2025/26 ($'000)	2026/27 ($'000)	2027/28 ($'000)
Income / Revenue						
Rates and charges	4.1.1	181,083	187,664	193,472	199,461	205,637
Statutory fees and fines	4.1.2	8,859	8,946	9,169	9,399	9,634
User fees	4.1.3	20,084	18,905	19,740	20,423	21,220
Grants - Operating	4.1.4	12,420	26,212	26,765	27,434	28,119
Grants - Capital	4.1.4	4,465	2,564	2,652	3,010	1,160
Contributions - monetary	4.1.5	10,986	5,395	5,530	5,668	5,810
Contributions - non-monetary	4.1.5	3,300	3,057	3,133	3,212	3,292
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	4.1.6	305	495	45	46	47
Other income	4.1.7	11,718	11,820	11,293	10,759	11,181
Total income / revenue		**253,220**	**265,058**	**271,800**	**279,411**	**286,101**
Expenses						
Employee costs	4.1.8	106,799	112,339	115,346	119,714	124,342
Materials and services	4.1.9	83,662	85,303	92,845	94,464	94,965
Allowance for impairment losses	4.1.10	1,100	1,100	1,100	1,100	1,100
Depreciation	4.1.11	55,485	56,126	57,529	58,967	60,441
Depreciation - right of use assets	4.1.12	1,910	1,861	1,476	859	1,390
Borrowing costs	4.1.13	2,383	2,515	2,965	2,149	2,269
Finance costs - leases	4.1.14	293	220	158	101	310
Other expenses	4.1.15	4,197	3,820	3,916	4,014	4,114
Total expenses		**255,828**	**263,284**	**275,335**	**281,369**	**288,930**
Surplus/(deficit) for the year		**(2,608)**	**1,774**	**(3,535)**	**(1,958)**	**(2,829)**
Total comprehensive result		**(2,608)**	**1,774**	**(3,535)**	**(1,958)**	**(2,829)**

Balance Sheet

For the four years ending 30 June 2028

	Notes	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Projections 2025/26 ($'000)	2026/27 ($'000)	2027/28 ($'000)
Assets						
Current assets						
Cash and cash equivalents		78,946	80,290	64,129	63,548	65,105
Trade and other receivables		36,278	35,894	32,434	33,027	33,639
Inventories		119	119	119	119	119
Prepayments		808	808	808	808	808
Other assets		625	625	625	625	625
Total current assets	4.2.1	**116,776**	**117,736**	**98,116**	**98,127**	**100,296**
Non-current assets						
Trade and other receivables		70	70	70	70	70
Property, infrastructure, plant & equipment		2,745,049	2,752,229	2,750,682	2,749,403	2,751,033
Right-of-use assets		3,428	2,001	910	667	4,959
Total non-current assets	4.2.1	**2,748,547**	**2,754,300**	**2,751,662**	**2,750,140**	**2,756,062**
Total assets		**2,865,323**	**2,872,036**	**2,849,778**	**2,848,267**	**2,856,359**
Liabilities						
Current liabilities						
Trade and other payables		25,501	26,171	28,581	29,218	29,540
Trust funds and deposits		4,073	4,373	4,673	4,973	5,273
Provisions		23,642	24,310	24,981	25,671	26,381
Interest-bearing liabilities	4.2.3	8,630	9,114	32,480	12,812	14,224
Lease liabilities		1,646	1,697	1,444	977	1,331
Total current liabilities	4.2.2	**63,492**	**65,665**	**92,159**	**73,652**	**76,749**
Non-current liabilities						
Trust funds and deposits		6,605	6,605	6,605	6,605	6,605
Provisions		2,568	2,629	2,703	2,778	2,856
Interest-bearing liabilities	4.2.3	77,004	81,405	37,559	57,415	60,279
Lease liabilities		5,640	3,943	2,499	1,522	6,403
Total non-current liabilities	4.2.2	**91,818**	**94,583**	**49,366**	**68,320**	**76,143**
Total liabilities		**155,310**	**160,248**	**141,525**	**141,973**	**152,893**
Net assets		**2,710,014**	**2,711,788**	**2,708,253**	**2,706,295**	**2,703,466**
Equity						
Accumulated surplus		1,115,630	1,120,967	1,135,901	1,133,939	1,131,106
Reserves		1,594,384	1,590,821	1,572,352	1,572,356	1,572,360
Total equity		**2,710,014**	**2,711,788**	**2,708,253**	**2,706,295**	**2,703,466**

Statement of Changes in Equity

For the four years ending 30 June 2028

	Notes	Total ($'000)	Accumulated Surplus ($'000)	Revaluation Reserve ($'000)	Other Reserves ($'000)
2024 Forecast					
Balance at beginning of the financial year		2,712,622	1,119,533	1,555,555	37,534
Surplus/(deficit) for the year		(2,608)	(2,608)	-	-
Net asset revaluation gain/loss		-	-	-	-
Transfers to / from other reserves		-	(1,295)	-	1,295
Balance at end of the financial year		**2,710,014**	**1,115,630**	**1,555,555**	**38,829**
2025 Budget					
Balance at beginning of the financial year		2,710,014	1,115,630	1,555,555	38,829
Surplus/(deficit) for the year		1,774	1,774	-	-
Net asset revaluation gain/loss		-	-	-	-
Transfers to / from other reserves	4.3.1	-	3,563	-	(3,563)
Balance at end of the financial year	4.3.2	**2,711,788**	**1,120,967**	**1,555,555**	**35,266**
2026					
Balance at beginning of the financial year		2,711,788	1,120,967	1,555,555	35,266
Surplus/(deficit) for the year		(3,535)	(3,535)	-	-
Net asset revaluation gain/loss		-	-	-	-
Transfers to / from other reserves		-	18,470	-	(18,470)
Balance at end of the financial year		**2,708,253**	**1,135,901**	**1,555,555**	**16,797**
2027					
Balance at beginning of the financial year		2,708,253	1,135,901	1,555,555	16,797
Surplus/(deficit) for the year		(1,958)	(1,958)	-	-
Net asset revaluation gain/loss		-	-	-	-
Transfers to / from other reserves		-	(4)	-	4
Balance at end of the financial year		**2,706,295**	**1,133,939**	**1,555,555**	**16,801**
2028					
Balance at beginning of the financial year		2,706,295	1,133,939	1,555,555	16,801
Surplus/(deficit) for the year		(2,829)	(2,829)	-	-
Net asset revaluation gain/loss		-	-	-	-
Transfers to / from other reserves		-	(4)	-	4,326
Balance at end of the financial year		**2,703,466**	**1,131,106**	**1,555,555**	**16,805**

Statement of Cash Flows

For the four years ending 30 June 2028

	Notes	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Projections 2025/26 ($'000)	2026/27 ($'000)	2027/28 ($'000)
		Inflows (Outflows)	**Inflows (Outflows)**	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)
Cash flows from operating activities						
Rates and charges		181,083	188,048	196,932	198,868	205,025
Statutory fees and fines		8,859	8,946	9,169	9,399	9,634
User fees		20,084	18,905	19,740	20,423	21,220
Grants		12,420	26,212	26,765	27,434	28,119
Grants - capital		4,465	2,564	2,652	3,010	1,160
Contributions - monetary		10,986	5,395	5,530	5,668	5,810
Trust funds and deposits taken		300	300	300	300	300
Other receipts		11,718	11,820	11,293	10,759	11,181
Employee costs		(106,774)	(111,585)	(114,578)	(118,924)	(123,530)
Materials and services		(83,714)	(84,827)	(90,658)	(93,995)	(94,820)
Other payments		(5,297)	(4,920)	(5,016)	(5,114)	(5,214)
Net cash provided by/(used in) operating activities	4.4.1	**54,129**	**60,857**	**62,129**	**57,828**	**58,886**
Cash flows from investing activities						
Payments for property, infrastructure, plant and equipment		(63,349)	(61,357)	(53,487)	(55,560)	(57,895)
Proceeds from sale of property, infrastructure, plant and equipment		1,242	1,221	45	46	47
Net cash provided by/ (used in) investing activities	4.4.2	**(62,106)**	**(60,136)**	**(53,442)**	**(55,513)**	**(57,848)**
Cash flows from financing activities						
Finance costs		(2,221)	(2,346)	(2,766)	(2,005)	(2,116)
Proceeds from borrowings		6,000	14,000	12,000	13,000	18,500
Repayment of borrowings		(8,630)	(9,114)	(32,480)	(12,812)	(14,224)
Interest paid - lease liability		(293)	(220)	(158)	(101)	(310)
Repayment of lease liabilities		(1,646)	(1,697)	(1,444)	(977)	(1,331)
Net cash provided by/(used in) financing activities	4.4.3	**(6,790)**	**622**	**(24,848)**	**(2,896)**	**519**
Net increase/(decrease) in cash & cash equivalents		(14,767)	**1,344**	(16,160)	(582)	1,557
Cash and cash equivalents at the beginning of the financial year		93,713	78,946	80,290	64,129	63,548
Cash and cash equivalents at the end of the financial year		**78,946**	**80,290**	**64,129**	**63,548**	**65,105**

Statement of Capital Works

For the four years ending 30 June 2028

	NOTES	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Projections 2025/26 ($'000)	2026/27 ($'000)	2027/28 ($'000)
Property						
Land		50	0	0	0	0
Land improvements		0	0	0	0	0
Total land		**50**	**0**	**0**	**0**	**0**
Buildings		10,055	15,571	11,713	12,852	9,487
Total buildings		**10,055**	**15,571**	**11,713**	**12,852**	**9,487**
Total property		**10,105**	**15,571**	**11,713**	**12,852**	**9,487**
Plant and equipment						
Plant, Machinery and Equipment		5,099	3,957	3,130	3,790	4,302
Computers and Telecommunications		0	80	70	85	85
Library books		802	825	825	825	825
Total plant and equipment		**5,902**	**4,862**	**4,025**	**4,700**	**5,212**
Infrastructure						
Roads		29,039	26,470	26,733	27,897	28,081
Footpaths and cycle-ways		1,886	2,325	1,624	2,541	1,825
Drainage		1,759	1,620	900	1,525	1,050
Recreational, leisure and community facilities		4,144	3,885	3,435	1,500	6,330
Parks, open space and streetscapes		10,514	6,240	5,056	4,545	5,910
Total infrastructure		**47,343**	**40,540**	**37,749**	**38,008**	**43,196**
Total capital works expenditure	4.5.1	**63,349**	**60,973**	**53,487**	**55,560**	**57,895**
Represented by:						
New asset expenditure		9,131	9,035	9,942	7,763	8,723
Asset renewal expenditure		43,221	41,687	36,604	38,480	42,363
Asset upgrade expenditure		10,997	10,635	6,940	9,316	6,808
Total capital works expenditure	4.5.1	**63,349**	**61,357**	**53,487**	**55,560**	**57,895**
Funding sources represented by:						
Grants		4,465	2,551	2,652	3,010	1,160
Contributions		0	0	0	0	0
Council cash		58,883	58,806	50,834	52,550	56,735
Total capital works expenditure	4.5.1	**63,349**	**61,357**	**53,487**	**55,560**	**57,895**

Statement of Human Resources

For the four years ending 30 June 2028

	Forecast	Budget	Projections		
	2023/24 ($'000)	2024/25 ($'000)	2025/26 ($'000)	2026/27 ($'000)	2027/28 ($'000)
Staff expenditure					
Employee costs - operating	106,799	**112,339**	115,346	119,714	124,342
Employee costs - capital	-	-	-	-	-
	(FTE)	(FTE)	(FTE)	(FTE)	(FTE)
Staff numbers					
Employees	964.2	982.2	992.0	1001.9	1012.0
Total staff numbers	**964.2**	**982.2**	**992.0**	**1,001.9**	**1,012.0**

A summary of human resources expenditure categorised according to the organisational structure of Council is included below:

Department	Budget 2024/25 ($'000)	Comprises: Permanent Full Time ($'000)	Permanent Part time ($'000)	Casual ($'000)	Temporary ($'000)
CEO & Exec. Services	527	0	85	0	442
Corporate Services	5,391	4,439	124	0	829
People, Partnerships & Performance	12,357	7,618	2,369	33	2,336
Infrastructure and City Services	34,049	29,726	1,234	0	3,089
City Futures	17,114	9,816	2,517	466	4,315
Community Wellbeing	42,902	16,567	14,740	6,484	5,111
Total staff expenditure	**112,339**	**68,166**	**21,068**	**6,983**	**16,123**
Other expenditure	0	0	0	0	0
Capitalised labour costs	0	0	0	0	0
Total expenditure	**112,339**	0	0	0	0

A summary of the number of full time equivalent (FTE) Council staff in relation to the above expenditure is included below:

Department	Budget 2024/25 (FTE)	Comprises: Permanent Full Time (FTE)	Permanent Part time (FTE)	Casual (FTE)	Temporary (FTE)
CEO & Exec. Services	1.6	0.0	0.6	0.0	1.0
Corporate Services	75.6	67.0	1.7	0.0	7.0
People, Partnerships & Performance	94.4	60.0	20.0	0.2	14.2
Infrastructure and City Services	293.1	263.7	10.6	0.0	18.8
City Futures	140.5	80.9	28.9	5.3	25.6
Community Wellbeing	377.0	135.3	142.5	61.1	38.1
Total staff FTE	**982.2**	**606.7**	**204.3**	**66.5**	**104.7**
Other	0.0				
Capitalised labour	0.0				
Total staff	**982.2**				

3.1 Summary of Planned Human Resources Expenditure
For the four years ending 30 June 2028

	2024/25 ($'000)	2025/26 ($'000)	2026/27 ($'000)	2027/28 $'000
Employee Expenses				
Consolidated				
Permanent - Full time	**68,165**	**69,990**	**72,640**	**75,449**
Female	28,544	29,308	30,418	31,594
Male	35,659	36,613	38,000	39,469
Vacant	3,962	4,068	4,222	4,386
Permanent - Part time	**21,068**	**21,632**	**22,451**	**23,319**
Female	14,205	14,585	15,137	15,722
Male	3,890	3,995	4,146	4,306
Vacant	3,010	3,091	3,208	3,332
Casuals, temporary and other expenditure	**23,106**	**23,724**	**24,623**	**25,575**
Total Brimbank City Council	**112,339**	**115,346**	**119,714**	**124,342**
Office of the Chief Executive Officer				
Permanent - Full time	**0**	**0**	**0**	**0**
Female	0	0	0	0
Male	0	0	0	0
Vacant	0	0	0	0
Permanent - Part time	**85**	**87**	**91**	**94**
Female	85	87	91	94
Male	0	0	0	0
Vacant	0	0	0	0
Casuals, temporary and other expenditure	**442**	**453**	**471**	**489**
Total Office of the Chief Executive Officer	**527**	**541**	**561**	**583**
Corporate Services				
Permanent - Full time	**4,439**	**4,558**	**4,730**	**4,913**
Female	1,790	1,838	1,908	1,981
Male	1,525	1,566	1,625	1,688
Vacant	1,124	1,154	1,198	1,244
Permanent - Part time	**124**	**127**	**132**	**137**
Female	110	113	118	122
Male	0	0	0	0
Vacant	13	14	14	15
Casuals, temporary and other expenditure	**829**	**851**	**883**	**917**
Total Corporate Services	**5,391**	**5,536**	**5,745**	**5,967**
City Futures Division				
Permanent - Full time	**9,816**	**10,079**	**10,460**	**10,865**
Female	5,342	5,485	5,693	5,913
Male	4,474	4,594	4,768	4,952
Vacant	0	0	0	0
Permanent - Part time	**2,517**	**2,584**	**2,682**	**2,786**
Female	1,365	1,401	1,454	1,511
Male	1,064	1,092	1,134	1,178
Vacant	88	90	94	97
Casuals, temporary and other expenditure	**4,781**	**4,909**	**5,095**	**5,292**
Total City Futures Division	**17,114**	**17,572**	**18,237**	**18,942**
Community Wellbeing Division				
Permanent - Full time	**16,567**	**17,010**	**17,654**	**18,337**
Female	12,000	12,322	12,788	13,283
Male	4,041	4,149	4,306	4,473
Vacant	525	539	560	581
Permanent - Part time	**14,740**	**15,134**	**15,707**	**16,315**
Female	9,968	10,235	10,623	11,033
Male	2,309	2,371	2,461	2,556
Vacant	2,500	2,566	2,664	2,767
Casuals, temporary and other expenditure	**11,595**	**11,906**	**12,357**	**12,834**
Total Community Wellbeing Division	**42,902**	**44,050**	**45,718**	**47,486**

People, Partnerships & Performance				
Permanent - Full time	**7,618**	**7,822**	**8,118**	**8,432**
Female	6,142	6,307	6,546	6,799
Male	1,254	1,287	1,336	1,387
Vacant	222	228	236	246
Permanent - Part time	**2,369**	**2,432**	**2,524**	**2,622**
Female	2,070	2,125	2,206	2,291
Male	208	213	221	230
Vacant	91	94	97	101
Casuals, temporary and other expenditure	**2,370**	**2,433**	**2,526**	**2,623**
Total People, Partnerships & Performance	**12,357**	**12,687**	**13,168**	**13,677**
Infrastructure and City Services				
Permanent - Full time	**29,726**	**30,522**	**31,678**	**32,902**
Female	3,269	3,357	3,484	3,619
Male	24,365	25,017	25,965	26,969
Vacant	2,091	2,147	2,229	2,315
Permanent - Part time	**1,234**	**1,267**	**1,315**	**1,366**
Female	607	623	646	671
Male	310	318	330	343
Vacant	318	326	339	352
Casuals, temporary and other expenditure	**3,089**	**3,172**	**3,292**	**3,419**
Total Infrastructure and City Services	**34,049**	**34,961**	**36,284**	**37,687**
Total employee expenses	**112,339**	**115,346**	**119,714**	**124,342**

	2024/25 (FTE)	2025/26 (FTE)	2026/27 (FTE)	2027/28 FTE
Staff FTE Numbers				
Consolidated				
Permanent - Full time	**607.5**	**613.61**	**619.74**	**625.94**
Female	247.0	249.47	251.96	254.48
Male	319.0	322.16	325.38	328.64
Vacant	41.6	41.98	42.40	42.82
Permanent - Part time	**203.5**	**205.50**	**207.56**	**209.64**
Female	136.1	137.5	138.85	140.23
Male	38.9	39.3	39.66	40.06
Vacant	28.8	29.1	29.42	29.71
Casuals, temporary and other expenditure	**171.2**	**172.91**	**174.64**	**176.39**
Total Consolidated	**982.2**	**992.0**	**1,001.9**	**1,012.0**
Office of the Chief Executive Officer				
Permanent - Full time	**0.0**	**0.0**	**0.0**	**0.0**
Female	0.0	0.0	0.0	0.0
Male	0.0	0.0	0.0	0.0
Vacant	0.0	0.0	0.0	0.0
Permanent - Part time	**0.6**	**0.6**	**0.6**	**0.6**
Female	0.6	0.6	0.6	0.6
Male	0.0	0.0	0.0	0.0
Vacant	0.0	0.0	0.0	0.0
Casuals, temporary and other expenditure	**1.0**	**1.0**	**1.0**	**1.0**
Total Office of the Chief Executive Officer	**1.6**	**1.6**	**1.6**	**1.7**
Corporate Services				
Permanent - Full time	**67.0**	**67.6**	**68.3**	**69.0**
Female	27.0	27.27	27.5	27.8
Male	23.0	23.23	23.5	23.7
Vacant	17.0	17.12	17.3	17.5
Permanent - Part time	**1.7**	**1.69**	**1.7**	**1.7**
Female	1.5	1.50	1.5	1.5
Male	0.0	0.00	0.0	0.0
Vacant	0.2	0.18	0.2	0.2
Casuals, temporary and other expenditure	**7.0**	**7.07**	**7.1**	**7.2**
Total Corporate Services	**75.6**	**76.4**	**77.1**	**77.9**

City Futures Division				
Permanent - Full time	**80.9**	**81.7**	**82.5**	**83.3**
Female	44.0	44.4	44.9	45.3
Male	36.9	37.2	37.6	38.0
Vacant	0.0	0.0	0.0	0.0
Permanent - Part time	**28.9**	**29.2**	**29.4**	**29.7**
Female	15.7	15.8	16.0	16.1
Male	12.2	12.3	12.5	12.6
Vacant	1.0	1.0	1.0	1.0
Casuals, temporary and other expenditure	**30.8**	**31.1**	**31.4**	**31.7**
Total City Futures Division	**140.5**	**141.9**	**143.3**	**144.8**
Community Wellbeing Division				
Permanent - Full time	**135.3**	**136.6**	**138.0**	**139.4**
Female	98.0	99.0	100.0	101.0
Male	33.0	33.3	33.7	34.0
Vacant	4.3	4.3	4.4	4.4
Permanent - Part time	**142.5**	**144.0**	**145.4**	**146.9**
Female	96.4	97.4	98.3	99.3
Male	22.3	22.6	22.8	23.0
Vacant	24.2	24.4	24.7	24.9
Casuals, temporary and other expenditure	**99.2**	**100.1**	**101.1**	**102.2**
Total Community Wellbeing Division	**377.0**	**380.7**	**384.6**	**388.4**
People, Partnerships & Performance				
Permanent - Full time	**60.8**	**61.4**	**62.0**	**62.6**
Female	49.0	49.5	50.0	50.5
Male	10.0	10.1	10.2	10.3
Vacant	1.8	1.8	1.8	1.8
Permanent - Part time	**19.2**	**19.4**	**19.6**	**19.8**
Female	16.8	16.9	17.1	17.3
Male	1.7	1.7	1.7	1.7
Vacant	0.7	0.8	0.8	0.8
Casuals, temporary and other expenditure	**14.4**	**14.6**	**14.7**	**14.9**
Total People, Partnerships & Performance	**94.4**	**95.3**	**96.3**	**97.2**
Infrastructure and City Services				
Permanent - Full time	**263.7**	**266.3**	**269.0**	**271.7**
Female	29.0	29.3	29.6	29.9
Male	216.1	218.3	220.5	222.7
Vacant	18.6	18.7	18.9	19.1
Permanent - Part time	**10.6**	**10.8**	**10.9**	**11.0**
Female	5.2	5.3	5.3	5.4
Male	2.7	2.7	2.7	2.8
Vacant	2.7	2.8	2.8	2.8
Casuals, temporary and other expenditure	**18.8**	**19.0**	**19.2**	**19.4**
Total Infrastructure and City Services	**293.1**	**296.1**	**299.0**	**302.0**
Total staff FTE numbers	**982.2**	**992.0**	**1,001.9**	**1,012.0**

4. Notes to the financial statements

This section presents detailed information on material components of the financial statements. Council needs to assess which components are material, considering the dollar amounts and nature of these components.

4.1 Comprehensive Income Statement

4.1.1 Rates and charges

Rates and charges are required by the Act and the Regulations to be disclosed in Council's budget.

As per the Local Government Act 2020, Council is required to have a Revenue and Rating Plan which is a four year plan for how Council will generate income to deliver the Council Plan, program and services and capital works commitments over a four-year period.

In developing the Budget, rates and charges were identified as an important source of revenue. Planning for future rate increases has therefore been an important component of the financial planning process. The Fair Go Rates System (FGRS) sets out the maximum amount councils may increase rates in a year. For 2024/25 the FGRS cap has been set at 2.75%. The cap applies to both general rates and municipal charges and is calculated on the basis of council's average rates and charges.

The level of required rates and charges has been considered in this context, with reference to Council's other sources of income and the planned expenditure on services and works to be undertaken for the community.

To achieve these objectives while maintaining service levels and a strong capital expenditure program, the average general rate and the municipal charge will increase by 2.75% in line with the rate cap.

This will raise total rates and charges for 2024/25 to $187.67 million, including $0.85 million generated from supplementary rates.

4.1.1(a) The reconciliation of the total rates and charges to the Comprehensive Income Statement is as follows:

	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Change $'000	Change %
General rates*	136,396	**141,129**	4,733	**3.47**
Municipal charge*	6,613	**6,807**	194	**2.93**
Public Amenities Cleansing levy	6,941	**7,416**	475	**6.84**
Waste management charge	30,310	**31,463**	1,153	**3.80**
Supplementary rates and rate adjustments	823	**850**	27	**3.26**
Total rates and charges	**181,083**	**187,665**	6,582	**3.63**
Interest on rates and charges	1,200	**1,600**	400	**33.33**
Total rates and charges (incl. interest)	**182,283**	**189,265**	6,982	**3.83**

*These items are subject to the rate cap established under the FGRS

4.1.1(b) The rate in the dollar to be levied as general rates under section 158 of *the Local government Act 1989* for each type or class of land compared with the previous financial year:

Type or class of land	Forecast 2023/24 cents/$CIV	Budget 2024/25 cents/$CIV	Change %
General rate for rateable residential properties	0.17387	**0.17465**	**0.45**
General rate for rateable residential flats/units properties	0.17387	**0.17465**	**0.45**
General rate for rateable commercial/industrial properties	0.36707	**0.36870**	**0.44**
General rate for rateable vacant land properties	0.36261	**0.36422**	**0.44**
General rate for rateable commercial/industrial vacant land properties	0.59444	**0.59708**	**0.44**
General rate for rateable retirement village properties	0.16198	**0.16270**	**0.44**
General rate for rateable farm properties	0.14861	**0.14927**	**0.44**
General rate for rateable cultural and recreational land	0.18353	**0.18435**	**0.45**

4.1.1(c) The estimated total amount to be raised by general rates in relation to each type or class of land, and the estimated total amount to be raised by general rates, compared with the previous financial year:

Type or class of land	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Change $'000	Change %
Residential	67,333	**67,002**	(331)	**(0.49)**
Residential Flats/Units	12,856	**13,253**	397	**3.09**
Commercial/Industrial	47,266	**52,022**	4,756	**10.06**
Vacant Land	3,247	**3,160**	(87)	**(2.68)**
Commercial/Industrial Vacant Land	5,332	**5,272**	(60)	**(1.13)**
Retirement Village	279	**295**	16	**5.73**
Farm	64	**63**	(1)	**(1.56)**
Cultural and Recreational Land	60	**62**	2	**3.33**
Total amount to be raised by general rates	136,437	**141,129**	4,692	**3.44**

4.1.1(d) The number of assessments in relation to each type or class of land, and the total number of assessments, compared with the previous financial year:

Type or class of land	2023/24 Number	2024/25 Number	Change $'000	Change %
Residential	55,393	**55,376**	(17)	**(0.03)**
Residential flats/Units	15,939	**16,470**	531	**3.33**
Commercial/Industrial	6,638	**6,851**	213	**3.21**
Vacant Land	1,317	**1,220**	(97)	**(7.37)**
Commercial/Industrial Vacant Land	599	**556**	(43)	**(7.18)**
Retirement Village	532	**532**	0	**0.00**
Farm	22	**22**	0	**0.00**
Cultural and Recreational Land	3	**3**	0	**0.00**
Total number of assessments	80,443	**81,030**	587	**(8.03)**

4.1.1(e) The basis of valuation to be used is the Capital Improved Value (CIV).

4.1.1(f) The estimated total value of each type or class of land, and the estimated total value of land, compared with the previous financial year:

Type or class of land	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Change $'000	Change %
Residential	38,740,020	**38,363,593**	(376,427)	**(0.97)**
Residential flats/Units	7,672,485	**7,588,493**	(83,992)	**(1.09)**
Commercial/Industrial	13,143,012	**14,109,506**	966,494	**7.35**
Vacant Land	850,868	**867,627**	16,759	**1.97**
Commercial/Industrial Vacant Land	828,281	**882,852**	54,571	**6.59**
Retirement Village	172,479	**181,438**	8,959	**5.19**
Farm	43,260	**42,385**	(875)	**(2.02)**
Cultural and Recreational Land	32,750	**33,825**	1,075	**3.28**
Total value of land	61,483,155	**62,069,719**	586,564	**0.95**

4.1.1(g) The municipal charge under Section 159 of *the Local government Act 1989* compared with the previous financial year:

Type of Charge	Per Rateable Property Forecast 2023/24 $	Per Rateable Property Budget 2024/25 $	Change $	Change %
Municipal	81.75	**84.00**	2	**2.75**

4.1.1(h) The estimated total amount to be raised by municipal charges compared with the previous financial year:

Type of Charge	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Change $'000	Change %
Municipal	6,613	**6,807**	194	**2.93**

4.1.1(i) The rate or unit amount to be levied for each type of service rate or charge under Section 162 of *the Local government Act 1989* compared with the previous financial year:

Type of Charge	Per Rateable Property Forecast 2023/24 $	Per Rateable Property Budget 2024/25 $	Change $	Change %
80ltr Environmental Charge	220.48	**231.54**	11	**5.02**
140ltr Environmental Charge	361.03	**379.14**	18	**5.02**
240ltr Environmental Charge	643.55	**675.83**	32	**5.02**
140ltr Green Waste Charge	98.34	**99.26**	1	**0.94**
240ltr Green Waste Charge	109.95	**110.97**	1	**0.93**
Public Amenities Cleansing levy	85.80	**91.75**	6	**6.93**
Total	1,519.15	**1,588.49**	69	**4.56**

4.1.1(j) The estimated total amount to be raised by each type of service rate or charge, and the estimated total amount to be raised by service rates and charges, compared with the previous financial year:

Type of Charge	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Change $'000	Change %
80ltr Environmental Charge	785	**832**	47	**6.04**
140ltr Environmental Charge	23,914	**24,918**	1,004	**4.20**
240ltr Environmental Charge	974	**1,020**	46	**4.70**
140ltr Green Waste Charge	1,191	**1,208**	17	**1.44**
240ltr Green Waste Charge	3,446	**3,484**	38	**1.10**
Public Amenities Cleansing levy	6,941	**7,416**	475	**6.84**
Total	37,251	**38,879**	1,628	**4.37**

4.1.1(k) The estimated total amount to be raised by all rates and charges compared with the previous financial year:

	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Change $'000	Change %
Rates	136,396	**141,129**	4,733	**3.47**
Municipal charge	6,613	**6,807**	194	**2.93**
Service rates and charges	37,251	**38,879**	1,628	**4.37**
Supplementary rates	823	**850**	27	**3.26**
Total Rates and charges	181,083	**187,665**	6,582	**3.63**

4.1.1(l) FGRS Compliance

Brimbank City Council is required to comply with the State Government's FGRS. The table below details the Annual Budget assumptions consistent with the requirements of the FGRS.

	Forecast 2023/24	Budget 2024/25
Total Rates	138,195,911	**$ 143,978,418**
Number of rateable properties	80,443	**81,030**
Base Average Rate	1,718	**$ 1,777**
Maximum Rate Increase (set by the State Government)	3.50%	**2.75%**
Capped Average Rate	1,778	**$ 1,826**
Maximum General Rates and Municipal Charges Revenue	143,032,768	**$ 147,937,281**
Budgeted General Rates and Municipal Charges Revenue	143,008,658	**$ 147,935,660**
Budgeted Supplementary Rates	823,000	**$ 850,000**
Budgeted Total Rates and Municipal Charges Revenue	143,831,658	**$ 148,785,660**

4.1.1(m) Any significant changes that may affect the estimated amounts to be raised by rates and charges.

There are no known significant changes which may affect the estimated amounts to be raised by rates and charges. However, the total amount to be raised by rates and charges may be affected by:

- The making of supplementary valuations (2024/25: estimated $850,000 and 2023/24: $823,000)
- The variation of returned levels of value (e.g. valuation appeals)
- Changes of use of land such that rateable land becomes non-rateable land and vice versa
- Changes of use of land such that residential land becomes business land and vice versa.

4.1.1(n) Differential rates

Rates to be levied:
The rate and amount of rates payable in relation to land in each category of differential are:

- A general rate of 0.17465% (0.17465 cents in the dollar of CIV) for all rateable residential properties;
- A general rate of 0.17465% (0.17465 cents in the dollar of CIV) for all rateable residential flats and units properties;
- A general rate of 0.36870% (0.36870 cents in the dollar of CIV) for all rateable commercial or industrial properties;
- A general rate of 0.36422% (0.36422 cents in the dollar of CIV) for all rateable vacant land properties;
- A general rate of 0.59708% (0.59708 cents in the dollar of CIV) for all rateable commercial/industrial vacant land properties;
- A general rate of 0.16270% (0.16270 cents in the dollar of CIV) for all rateable retirement village properties;
- A general rate of 0.14927% (0.14927 cents in the dollar of CIV) for all rateable farm properties; and
- A general rate of 0.18435% (0.18435 cents in the dollar of CIV) for all rateable cultural and recreational properties.

Each differential rate will be determined by multiplying the CIV of each rateable land (categorised by the characteristics described below) by the relevant percentages indicated above.

Council considers that each differential rate will contribute to the equitable and efficient carrying out of council functions. Details of the objectives of each differential rate, the types of classes of land, which are subject to each differential rate and the uses of each differential rate, are set out below.

Residential Property

Residential property is any property, which is used for private residential purposes, including but not limited to houses and dwellings together with vacant unoccupied houses or dwellings and includes vacant land which is located within the Solomon Heights Estate in North Sunshine which is bounded on the east by the Melbourne to Sydney freight line and is north of Munro Avenue, east of Vermont Avenue and south of Baldwin Avenue. It excludes motels, caravan parks, supported accommodation, accommodation houses, boarding houses and the like.

The money raised by the differential rate will be applied to the items of expenditure described in the Annual Budget by Council. The level of the rate for this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regards to the characteristics of the land.

The geographical location of the land within this differential rate is wherever located within the municipal district, without reference to ward boundaries. The rate reflects the level of service provided and ensures that reasonable rate relativity is maintained between residential property and other classes of property.

Residential Flat/Unit Property

Residential Flat/Unit property is any property which is used for private residential purposes, including but not limited to flats, units, dual occupancy dwellings together with vacant flats, units, dual occupancy dwellings. It excludes motels, caravan parks, supported accommodation, accommodation houses, boarding houses and the like.

The money raised by the differential rate will be applied to the items of expenditure described in the Annual Budget by Council. The level of the rate for this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regards to the characteristics of the land.

The geographical location of the land within this differential rate is wherever located within the municipal district, without reference to ward boundaries.

The rate reflects the level of service provided and ensures that reasonable rate relativity is maintained between residential flat/unit property and other classes of property.

Retirement Village Property

Retirement village property is any property, which is defined as a Retirement Village under the *Retirement Villages Act 1986*. Rateable assessments under the retirement village classification will be charged at a rate of 109% of the lowest rate.

The money raised by the differential rate will be applied to the items of expenditure described in the Annual Budget by Council. The level of the rate for this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regards to the characteristics of the land.

The geographical location of the land within this differential rate is wherever located within the municipal district, without reference to ward boundaries.

The rate reflects the level of service provided and ensures that reasonable rate relativity is maintained between retirement village property and other classes of property.

Commercial/Industrial Developed Property

Commercial/Industrial developed land is any land on which a building designed or adapted for occupation is erected to be used for business and/or administrative purposes, which are used primarily for manufacturing processes, including, but not limited to properties used for:

- The sale or hire of goods by retail sales, e.g. shops, auction rooms, hardware stores;
- The manufacture of goods where the goods are sold on the property;
- The provision of entertainment, e.g. theatres, cinemas, amusement parlours, nightclubs;
- Media broadcasting/communication establishments, e.g. television stations, newspaper offices, radio stations, and associated facilities;
- The provision of accommodation other than private residential, e.g. motels, caravan parks, camping grounds, camps, supported accommodation, accommodation houses, hostels, boarding houses;
- The provision of hospitality, e.g. hotels, bottle shops, restaurants, cafés, takeaway food establishments, tearooms;
- Tourist and leisure industry, e.g. flora and fauna parks, gymnasiums, golf courses, indoor sport stadiums, gaming establishments;
- Showrooms, e.g. display of goods;
- Brothels;
- Commercial storage, e.g. mini storage units, wholesale distributors;
- Halls for commercial hire;
- Mixed businesses/milk bars (those operating in a residential type zone under the Brimbank Planning Scheme and nonconforming residential/milk bar properties within industrial zones under the Brimbank Planning Scheme with attached residences, occupied as the principal place of residence of the person(s) operating the mixed business/ milk bar component of the rateable property, will have the residential portion rated as residential);
- The manufacture of goods, equipment, plant, machinery, food or beverage which are generally not sold or consumed on site;
- Warehouse/bulk storage of goods;
- The treatment and storage of industrial waste materials;
- Properties used for the provision of health services, hospitals, nursing homes, rehabilitation, medical practices and dental practices; and
- Properties used as offices.

The money raised by the differential rate will be applied to the items of expenditure described in the Annual Budget by Council. The level of the rate for this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regards to the characteristics of the land.

The geographical location of the land within this differential rate is wherever located within the municipal district, without reference to ward boundaries.

The rate is set higher than base rate to recognise that there is generally a higher capacity to pay due to the income capacity of the property.

Vacant Land

Vacant land is any land, which is:

- unimproved land; and
- which does not have the characteristics of:
  - Commercial/Industrial Vacant Land; or
  - Farm Property,

but does not include land which is located within the Solomon Heights Estate in North Sunshine which is bounded on the east by the Melbourne to Sydney freight line and is north of Munro Avenue, east of Vermont Avenue and south of Baldwin Avenue.

This rate is set higher to encourage development of vacant land sites and ensure that vacant land property owners make a fair and reasonable contribution for current and future infrastructure development.

The money raised by the differential rate will be applied to the items of expenditure described in the Annual Budget by Council. The level of the rate for this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regards to the characteristics of the land.

The geographical location of the land within this differential rate is wherever located within the municipal district, without reference to ward boundaries.

The rate reflects the level of service provided and ensures that reasonable rate relativity is maintained between vacant land and other classes of land.

Commercial/Industrial Vacant Land

Commercial/Industrial Vacant land is any land on which no building designed or adapted for occupation is erected and is located within:

- Commercial 1, 2 or 3 Zone;
- Industrial 1, 2 or 3 Zone;
- an Activity Centre Zone with an approved precinct plan for commercial or industrial use;
- a Mixed Used Zone;
- a Comprehensive Development Zone with an approved Concept Plan for commercial use; or
- a Special Use Zone.

but does not include land which is located within the Solomon Heights Estate in North Sunshine which is bounded on the east by the Melbourne to Sydney freight line and is north of Munro Avenue, east of Vermont Avenue and south of Baldwin Avenue.

This rate is set higher to encourage development of Commercial/Industrial vacant land sites and ensure that Commercial/Industrial vacant land property owners make a fair and reasonable contribution for current and future infrastructure development.

The money raised by the differential rate will be applied to the items of expenditure described in the Annual Budget by Council. The level of the rate for this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regards to the characteristics of the land.

The geographical location of the land within this differential rate is wherever located within the municipal district, without reference to ward boundaries.

The rate reflects the level of service provided and ensures that reasonable rate relativity is maintained between vacant land and other classes of land.

Farm Property

Farm property is any land, which is:

- Not less than 2 hectares in area;
- Used for the carrying of a business of primary production as determined by the Australian Taxation Office; and
- Used primarily for grazing, dairying, pig farming, poultry farming, fish farming, tree farming, bee keeping, viticulture, horticulture, fruit growing, or the growing of crops of any kind or for any combination of these activities.

The farm rate is lower than for other classes of land due to farming operations involving large properties which tend to have significant value and which are often operated as family concerns. Agricultural producers are unable to pass on increases in costs like other businesses. Farm profitability is affected by the fluctuations of weather and international markets. In this sense, farms are seen to be more susceptible or fragile than other commercial and industrial operations.

The money raised by the differential rate will be applied to the items of expenditure described in the Annual Budget by Council. The level of the rate for this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regards to the characteristics of the land.

The geographical location of the land within this differential rate is wherever located within the municipal district, without reference to ward boundaries.

Cultural and Recreational Land

Under the Cultural and Recreational Land Act 1963, provision is made for a Council to grant a rating concession to any "recreational lands" which meet the test of being "rateable land" under the Local Government Act 1989.

Rateable assessments that receive a Cultural & Recreational Land rate will be classified as Commercial/Industrial and will be charged at 50% of the Commercial/Industrial rate in the dollar.

The money raised by the differential rate will be applied to the items of expenditure described in the Annual Budget by Council. The level of the rate for this category is considered to provide for an appropriate contribution to Council's budgeted expenditure, having regards to the characteristics of the land.

The geographical location of the land within this differential rate is wherever located within the municipal district, without reference to ward boundaries.

The rate reflects the level of service provided and ensures that reasonable rate relativity is maintained between recreational land and other classes of land.

4.1.2 Statutory fees and Fines

	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Change ($'000)	Change %
Infringements and costs	4,918	4,915	(3)	(0.06)
Court recoveries	58	16	(41)	(71.66)
Town planning fees	1,425	1,534	109	7.65
Permits	311	357	46	14.80
Land information certificates	125	130	5	3.99
Registrations	1,957	1,918	(39)	(1.99)
Other	65	76	10	16.00
Total statutory fees and fines	**8,859**	**8,946**	**87**	**0.98**

Statutory fees relate mainly to fees and fines levied in accordance with legislation and include animal registrations, health registrations, planning and building fees and parking fines. Statutory fees are set in accordance with legislative requirements.

Statutory fees and fines are projected to increase by $0.09 million or 0.98% compared to 2023/24.

A detailed listing of statutory fees and non-statutory fees is included in Section 6.

4.1.3 User fees

	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Change ($'000)	Change %
Aged services	553	563	10	1.84
Leisure centre, art and recreation	17,239	16,196	(1,043)	(6.05)
Child care / children's program	12	10	(2)	(15.60)
Planning and compliance	915	959	45	4.88
Building services	235	328	93	39.68
Waste management services	4	0	(4)	(100.00)
Non voter infringements	76	40	(36)	(47.54)
Land clearance	1	0	(1)	(100.00)
Local laws	647	541	(106)	(16.35)
Other	403	267	(136)	(33.82)
Total user fees	**20,084**	**18,905**	**(1,179)**	**(5.87)**

User charges relate mainly to the recovery of service delivery costs through the charging of fees to users of Council's services. These include use of leisure facilities, community facilities and the provision of community wellbeing such as family day care and home help services.

In setting the Annual Budget, the key principle for determining the level of user fees has been to ensure:

- Increases are kept to a minimum or in line with market levels
- They are not charged more than actual expenditure
- They are in compliance with the National Competition Policy
- They are in accordance with the Brimbank Social Justice Charter

User fees are projected to decrease by ($1.18 million) or 5.87% compared to the 2023/24 forecast. This is predominately due to lower income from the Brimbank Aquatic & Wellness Centre (BAWC) as the first full year of operation has held gym memberships higher than expected. In 2024/25, it is anticipated that this trend will not continue, and eventually, health and fitness memberships will decline compared to the initial years of operation. Aquatic member revenue is projected to increase, with aquatic membership retention performing better than fitness.

A detailed listing of fees and charges is included in Section 6.

4.1.4 Grants

	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Change ($'000)	Change %
Grants are budgeted to be received in respect of the following:				
Summary of grants				
Commonwealth funded grants	3,750	17,045	13,295	354.49
State funded grants	13,135	11,731	(1,404)	(10.69)
Total grants	**16,885**	**28,776**	**11,891**	**70.42**
(a) Operating Grants				
Recurrent - Commonwealth government				
Financial assistance grants	683	15,672	14,989	2,195.51
Arts and cultural development	41	39	(2)	(5.05)
Other	131	204	73	55.55
Recurrent - State government				
Community Health	1,022	1,059	36	3.56
School crossing supervisors	753	768	15	1.99
Maternal and child health	2,674	2,737	64	2.38
Aged care	3,305	2,803	(501)	(15.16)
Family and children	20	25	5	25.00
Libraries and learning	1,421	1,420	(1)	(0.06)
Recreation	497	594	98	19.71
Total recurrent operating grants	**10,546**	**25,322**	**14,776**	**140.11**
Non-recurrent - Commonwealth Government				
Non-recurrent - State government				
Recreation - State (NR)	114	26	(88)	(76.90)
Family and children	81	0	(81)	(100.00)
Planning and development	257	131	(126)	(49.17)
Other	664	362	(302)	(45.52)
Community health and safety	557	321	(236)	(42.33)
Maternal and child health	201	50	(151)	(75.08)
Total non-recurrent operating grants	**1,874**	**890**	**(984)**	**(52.52)**
Total operating grants	**12,420**	**26,212**	**13,792**	**111.05**
(b) Capital Grants				
Recurrent - Commonwealth government				
Roads to recovery	1,308	1,130	(178)	(13.58)
Recurrent - State Government				
Libraries and learning	0	29	29	100.00
Total recurrent capital grants	**1,308**	**1,159**	**(149)**	**(11.36)**
Non recurrent - Commonwealth government				
Roads	1,588	0	(1,588)	(100.00)
Non-recurrent - State government				
Buildings	0	1,405	1,405	100.00
Parks, open space and streetscapes	114	0	(114)	(100.00)
Recreational, leisure and community facilities	1,456	0	(1,456)	(100.00)
Total non-recurrent capital grants	**3,158**	**1,405**	**(1,753)**	**(55.51)**
Total capital grants	**4,465**	**2,564**	**(1,901)**	**(42.58)**
Total grants	**16,885**	**28,776**	**11,891**	**70.42**

For the 2024/25 year, Council is expecting to receive $28.78 million in Grants which is an increase of $11.89 million compared to the 2023/24 forecast.

Operating Grants include all monies received from State and Commonwealth sources for the purposes of funding the delivery of the Council's services to ratepayers. Overall, the operating grant level is projected to increase by $13.79 million or 111.05% compared to the 2023/24 forecast. The 2023/24 forecast reflects lower grants due to the recurrent operating grants (Victorian Grants Commission funding) being paid to Brimbank earlier than anticipated and was recognised in the 2022/23 financial year.

Capital Grants include all monies received from State, Commonwealth and community sources for the purposes of funding the capital works program. Overall, the level of capital grants is projected to decrease by ($1.90 million) or (42.58%) compared to 2023/24 forecast.

A list of operating and capital grants by type and source, classified into recurrent and non-recurrent is included in the table above.

4.1.5 Contributions

	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Change ($'000)	Change %
Monetary	10,986	5,395	(5,591)	(50.89)
Non-monetary	3,300	3,057	(243)	(7.37)
Total contributions	**14,286**	**8,452**	**(5,834)**	**(40.84)**

Monetary Contributions relate to monies received from Developer Contributions, State Government, Federal Government, Special Rates schemes and community sources. Contributions monetary are expected to decrease by ($5.59 million) or 50.89% compared to 2023/24 due to specific funding for capital works projected to be received in 2024/25.

Non–monetary Contributions relate to assets that arise out of new subdivisions within the municipality and are vested to Council.

4.1.6 Net gain/(loss) on disposal of property, infrastructure, plant and equipment

	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Change ($'000)	Change %
Net gain/(loss) on disposal of plant and equipment	(305)	(495)	(189)	62.02
Net gain/(loss) on disposal of property and infrastructure	-	-	-	0.00
Total Net gain/(loss) on disposal of property, infrastructure, plant and equipment	**(305)**	**(495)**	**(189)**	**62.02**

Proceeds from the sale of Council assets relate mainly to the sale of Council owned land and the planned cyclical replacement of part of the plant and vehicle fleet.

Council regularly assesses its land holdings to ensure Council owned land best meets the needs of the community. Through this process, land is both purchased and, where it is identified as being surplus to Council's needs, proposed for sale.

4.1.7 Other income

	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Change ($'000)	Change %
Interest	5,480	5,980	500	9.12
Rent	2,848	2,262	(586)	(20.57)
Recovery	937	852	(85)	(9.09)
Rebates	165	165	(0)	(0.14)
Subdivisional fees	138	305	167	121.47
Legal costs recovery	120	500	380	316.67
Special charges	318	344	26	8.20
Compensation recovery	476	-	(476)	(100.00)
Insurance recovery	50	52	2	3.51
Other	1,186	1,360	174	14.68
Total other income	**11,718**	**11,820**	**102**	**0.87**

Other income relates to a range of items such as private works, cost recoveries and other miscellaneous income items. It also includes interest revenue on investments and rate arrears.

Other Income is budgeted to increase by $0.10 million or 0.87% compared to the 2023/24 forecast mainly due to interest income.

4.1.8 Employee costs

	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Change ($'000)	Change %
Wages and salaries	92,710	97,799	5,090	5.49
WorkCover	4,192	3,168	(1,024)	(24.42)
Superannuation	9,708	11,172	1,463	15.07
Fringe benefits tax	189	200	11	5.90
Total employee costs	**106,799**	**112,339**	**5,540**	**5.19**

Employee costs include all labour related expenditure such as wages and salaries, allowances, leave entitlements, employer superannuation, etc. Payments to contract employees are not included in this cost category.

Employee costs are budgeted to increase by $5.54 million or 5.19% compared to the 2023/24 forecast. This is predominately due to:

• EBA increase and reclassification of existing staff positions and band movements across the council.

• The impact of unfilled vacancies across the council in 2023/24. Unfilled positions has resulted in a net savings of $0.89 million in the 2023/24 forecast when compared to 2023/24 budget. Much of the vacancies in 2023/24 were backfilled by contract labour (forecasted as Agency costs in materials and services).

• Superannuation Guarantee Contribution increases from 11% to 11.50%.

• Workcover premium is expected to decrease by $1.02 million based on the 2024/25 projected industry assessment.

4.1.9 Materials and services

	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Change ($'000)	Change %
Contract payments	39,750	38,109	(1,640)	(4.13)
General maintenance	4,787	4,452	(335)	(6.99)
Materials and services	15,166	13,866	(1,300)	(8.57)
Consultants	4,276	5,307	1,031	24.12
Information technology	4,162	6,055	1,893	45.49
Insurance	2,808	2,963	155	5.51
Utilities	7,229	6,894	(334)	(4.62)
Other	5,485	7,657	2,171	39.58
Total materials and services	**83,662**	**85,303**	**1,641**	**1.96**

Materials and services include the purchases of consumables, payments to contractors for the provision of services and utility costs.

Material and services are budgeted to increase by $1.64 million or 1.96% compared to the forecast for 2023/24. The increase is predominately due to higher Licences/Certificates $1.72 million, Connected Brimbank Project $1.50 million and Elections costs of $1.29 million. This is partially offset by lower contract payments (Agency costs $2.93 million) anticipated as vacancies backfilled by contract in 2023/24 are projected to be filled with staff in 2024/25.

4.1.10 Allowance for impairment losses

	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Change ($'000)	Change %
Parking infringement debtors and other	1,100	**1,100**	0	0.00
Total allowance for impairment losses	**1,100**	**1,100**	**0**	**-**

Overall, the allowance for impairment losses is budgeted to remain the same as the 2023/24 forecast. This is also in keeping with prior year trends.

4.1.11 Depreciation

	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Change ($'000)	Change %
Property	5,916	**6,042**	126	2.13
Plant & equipment	3,901	**4,110**	209	5.37
Infrastructure	45,668	**45,974**	306	0.67
Total depreciation	**55,485**	**56,126**	**641**	**1.16**

Depreciation is an accounting measure which attempts to allocate the value of an asset over its useful life for Council's property, plant and equipment including infrastructure assets such as roads and drains.

The increase of $0.64 million compared to 2023/24 forecast is mainly due to the effect of the 2023/24 Capital Works Program on depreciation and the revaluation of several infrastructure asset classes.

4.1.12 Amortisation - right of use assets

	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Change ($'000)	Change %
Amortisation - right of use assets	1,910	**1,861**	(49)	(2.57)
Total amortisation - right of use assets	**1,910**	**1,861**	**(49)**	**(2.57)**

The term 'right of use asset' refers to assets leased by an organisation for which they have a contractual right to use. Due to a change in accounting standards the value of Council's leased assets is required to be recognised in Council's accounts as well as subsequent amortization of said assets. It essentially reflects the consumption of a leased asset over its useful life.

4.1.13 Borrowing costs

	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Change ($'000)	Change %
Interest on loans	2,383	**2,515**	132	5.53
Total Borrowing costs	**2,383**	**2,515**	**132**	**5.53**

Borrowing costs relate to interest charged by financial institutions on funds borrowed.

4.1.14 Finance costs - leases

	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Change ($'000)	Change %
Finance costs - leases	293	**220**	(73)	(24.93)
Total finance costs - leases	**293**	**220**	**(73)**	**(24.93)**

Council is now required to account for the interest component of lease payments separately. The interest component included in lease payments compensates the leasing company for tying up its capital during the lease term.

4.1.15 Other expenses

	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Change ($'000)	Change %
Auditors' remuneration - VAGO	67	**68**	2	2.26
Auditors' remuneration - internal	66	**66**	0	0.01
Bank fees and charges	657	**779**	122	18.52
Councillors' allowance	524	**552**	28	5.38
Special Rate Charge	318	**344**	26	8.20
Pensioner rebate, waivers and relief	388	**375**	(13)	(3.35)
Environmental protection	680	**680**	0	0.00
Community and business grants	811	**830**	19	2.40
Other	686	**126**	(560)	(81.61)
Total other expenses	**4,197**	**3,820**	**(376)**	**(8.97)**

Other expenses relate to a range of unclassified items including contributions to community groups, advertising, insurances, motor vehicle registrations and other miscellaneous expenditure items.

Other expenses are budgeted to decrease by $0.38 million or 8.97% compared to the 2023/24 forecast, primarily due to the uncertainty of the Infringement Adjustments/Withdrawal outcomes.

4.2 Balance Sheet

4.2.1 Assets

Current Assets

Total current assets in 2024/25 are projected to decrease by ($5.40 million) compared to 2023/24 forecast.

The decrease in current assets is mainly attributable to a decrease in cash and cash equivalents of ($5.02 million). Cash and cash equivalents include cash and investments such as cash held in the bank and in petty cash and the value of investments in deposits or other highly liquid investments with short-term maturities of three months or less.

Trade and Other receivables decrease by $0.38 million. Trade & Other Receivables are monies owed to Council by ratepayers and others.

Other assets includes items such as prepayments for expenses that Council has paid in advance of service delivery, inventories or stocks held for sale or consumption in Council's services and other revenues due to be received in the next 12 months. There are no significant changes expected in these balances.

Non-Current Assets

Total non-current assets are expected to increase by $5.75 million compared to 2023/24 forecast.

Property, infrastructure, plant and equipment is the largest component of Council's Non-Current Assets and represents the value of all the land, buildings, roads, vehicles, equipment, etc. which has been built up by Council over many years. The increase in this balance is largely attributable to the Capital Works Program of $61.36 million (which includes carried forward works of $2.69 million from 2023/24), offset by the depreciation of assets ($56.13 million).

4.2.2 Liabilities

Current Liabilities

Total current liabilities, which represent obligations that Council must pay within the next year, are expected to increase by $2.17 million from 2023/24. This is predominantly due to Provisions (including accrued long service leave and annual leave owing to employees) expected to increase by $0.67 million and $0.48 million in interest-bearing liabilities. Interest-bearing liabilities represent the balance of Council's outstanding loans and borrowings.

Non-Current Liabilities

Total non-current liabilities, which represents obligations that Council must pay beyond the next year, are expected to increase by $2.76 million from 2023/24 primarily due to additional interest-bearing loans and borrowings offset by reduction in lease liabilities.

4.2.3 Borrowings

The table below shows information on borrowings specifically required by the Regulations.

	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)
Amount borrowed as at 30 June of the prior year	88,264	**85,634**
Amount proposed to be borrowed	6,000	**14,000**
Amount projected to be redeemed	(8,630)	**(9,114)**
Amount of borrowings as at 30 June	**85,634**	**90,520**

4.2.4 Leases

As a result of the introduction of AASB 16 Leases, right-of-use assets and lease liabilities have been recognised as outlined in the table below:

	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)
Right-of-use assets		
Plant and equipment	3,428	**2,001**
Total right-of-use assets	**3,428**	**2,001**
Lease liabilities		
Current lease Liabilities		
Plant and equipment	1,646	**1,697**
Total current lease liabilities	**1,646**	**1,697**
Non-current lease liabilities		
Plant and equipment	5,640	**3,943**
Total non-current lease liabilities	**5,640**	**3,943**
Total lease liabilities	**10,714**	**7,641**

4.3 Statement of changes in Equity

4.3.1 Reserves

Reserves are budgeted to decrease by a net ($3.56 million) comprising the following movements:

- increase in Sinking Fund Reserve $1.30 million;
- decrease in Major Projects Reserve ($4.77 million);
- decrease in Developers Contributions ($0.89 million).

4.3.2 Equity

Total equity is expected to increase by $1.77 million by the end of 2024/25. Total equity is the net of Council's Total Assets less Council's Total Liabilities and is made up of the following components:

- Accumulated surplus - which is an accumulation of Council's operating results since its inception. This is budgeted to increase by $5.34 million by the end of 2024/25.
- Reserves - which represents funding set aside for specific purposes as well as changes in the value of Council's assets after a revaluation takes place. Reserves are budgeted to decrease by ($3.56 million) by the end of 2024/25.

4.4 Statement of Cash Flows

4.4.1 Net cash flows provided by/used in operating activities

Cash flows from operating activities depicts inflows and outflows of cash from ongoing regular business activities. The net cash flows from operating activities does not equal the operating surplus (deficit) for the year as this includes non-cash items such as depreciation which have been excluded from the Cash Flow Statement.

Net cash inflow from operating activities are budgeted to increase by $6.73 million from the 2023/24 forecast mainly due to:

Inflows:

- An increase in Grants by $13.79 million as a result of the Victorian Grants Commission funding budgeted to be received in 2024/25. The 2023/24 forecast reflects lower grants due to the recurrent operating grants (Victorian Grants Commission funding) being paid to Brimbank earlier than anticipated and was recognised in the 2022/23 financial year.
- An increase in inflows for Rates and charges of $6.97 million.

Outflows:

- An increase in cash outflows of $4.81 million for employee expenses as a result of EBA increase, Superannuation Guarantee Contribution increases.

4.4.2 Net cash flows provided by/used in investing activities

Cash flows from investing activities depicts inflows and outflows of cash related to the acquisition and disposal of Council assets. Assets are deemed to be an 'investment' in the business hence the term 'investment activities'.

Net cash outflows from investing activities are budgeted to decrease by ($1.97 million) from 2023/24 forecast primarily due to an decrease in Property, plant and equipment outflows of ($1.99 million) and decrease in the cash inflows from the proceeds of sale of property, infrastructure, plant and equipment of ($0.02 million).

4.4.3 Net cash flows provided by/used in financing activities

Cash flows from investing activities depicts inflows and outflows of cash related to the acquisition and redemption of financial loans as well as interest payments and principal repayments of loans.

Net cash from financing activities is budgeted to end the 2024/25 year with a net inflow of cash of $0.62 million after forecasting to end the 2023/24 year with net outflow of ($6.79 million). This represents an overall inflow of $7.41 million over the course of the 2024/25 year. This is primarily attributable to an increase in Proceeds from borrowings of $8.00 million (from $6.00 million forecast in 2023/24 to $14.00 million budgeted for 2024/25).

4.5 Capital works program

This section presents a listing of the capital works projects that will be undertaken for the 2024/25 year, classified by expenditure type and funding source. Works are also disclosed as current budget or carried forward from prior year.

4.5.1 Summary

	Forecast 2023/24 ($'000)	Budget 2024/25 ($'000)	Change ($'000)	Change %
Property	10,105	**15,955**	5,850	**57.90**
Plant and equipment	5,902	**4,862**	(1,039)	**(17.61)**
Infrastructure	47,343	**40,539**	(6,804)	**(14.37)**
Total	**63,349**	**61,356**	**(1,992)**	**(3.14)**

Council's proposed Capital Works Program for 2024/25 will be $61.36 million, which includes $2.69 million of carried forward from 2023/24.

	Project Cost	Asset expenditure types			Summary of Funding Sources		
		New	Renewal	Upgrade	Grants	Contrib.	Council cash
	($'000)	($'000)	($'000)	($'000)	($'000)	($'000)	($'000)
Property	15,955	1,835	9,309	4,811	1,392	0	14,563
Plant and equipment	4,862	105	4,757	0	29	0	4,833
Infrastructure	40,539	7,094	27,621	5,824	1,130	0	39,409
Total	**61,356**	**9,034**	**41,687**	**10,635**	**2,551**	**0**	**58,805**

A distinction is made between expenditure on new assets, asset renewal, and upgrade. Asset renewal relates to expenditure on existing asset or replacement of an existing asset, that returns service level to its original capability. Expenditure on new assets does not have any element of expansion or upgrade of existing assets, but will result in an additional burden for future operation, maintenance and capital renewal. It is worth noting that with the Capital renewal expenditure of $41.69 million being below the annual asset depreciation budget of $56.13 million, Council's assets are deteriorating at a quicker rate than they are being renewed. Council will be funding $58.81 million or 95.84% of the total capital expenditure.

4.5.2 Current Budget

2024-25

Capital Works Area	Project Cost	Asset expenditure types			Summary of Funding Sources		
		New	Renewal	Upgrade	Grants	Contrib.	Council cash
	($'000)	($'000)	($'000)	($'000)	($'000)	($'000)	($'000)
PROPERTY							
Land	0	0	0	0	0	0	0
Land Improvements	0	0	0	0	0	0	0
Buildings	15,571	1,835	8,925	4,811	1,392	0	14,179
Building Improvements	0	0	0	0	0	0	0
Leasehold Improvements	0	0	0	0	0	0	0
Heritage buildings	0	0	0	0	0	0	0
TOTAL PROPERTY	**15,571**	**1,835**	**8,925**	**4,811**	**1,392**	**0**	**14,179**
PLANT AND EQUIPMENT							
Plant, Machinery and Equipment	3,820	25	3,795	0	0	0	3,820
Computers and Telecommunications	80	80	0	0	0	0	80
Library books	825	0	825	0	29	0	796
TOTAL PLANT AND EQUIPMENT	**4,725**	**105**	**4,620**	**0**	**29**	**0**	**4,696**
INFRASTRUCTURE							
Roads	26,470	2,181	21,569	2,720	1,130	0	25,340
Footpaths and Cycle-ways	2,075	1,195	400	480	0	0	2,075
Drainage	1,450	690	720	40	0	0	1,450
Recreational, Leisure & Community Facilities	3,185	75	2,129	981	0	0	3,185
Parks, Open Space and Streetscapes	5,190	2,375	1,664	1,152	0	0	5,190
TOTAL INFRASTRUCTURE	**38,370**	**6,516**	**26,481**	**5,373**	**1,130**	**0**	**37,240**
TOTAL CAPITAL WORKS (Excluding Carry Forwards)	**58,666**	**8,456**	**40,026**	**10,184**	**2,551**	**0**	**56,115**

PROPERTY comprises land, buildings, and building improvements including community facilities, municipal offices and sports pavilions.
For the 2024/25 year, $15.57 million will be expended on Property projects. The more significant projects include:
- Lionheart Reserve, Tennis Pavilion Upgrade ($3.90 million)
- Sunshine Leisure Centre ($2.50 million)
- Inclusive Facilities Upgrades ($1.15 million)
- Community Battery Installation Program ($0.85 million)
- Modular Kindergarten & MCH at Epalock Crescent Kindergarten ($0.75 million)
- Keilor Sports Club Social Room Extension ($0.70 million)
- Lloyd Reserve, Sunshine - Soccer / Cricket Pavilion Upgrade ($0.68 million)
- Replacement of Irrigation System at Keilor Golf Course ($0.60 million)
- Driving Range & Shed at Keilor Public Golf Course ($0.55 million)
- De-gasification of Keilor Community Hub ($0.53 million)
- JR Parsons Reserve Football and Cricket Pavilion ($0.40 million)
- Various projects under $500k ($2.96 million)

PLANT & EQUIPMENT includes plant, machinery, vehicles and equipment, computers and telecommunications and library collection items.
For the 2024/25 year, $4.73 million will be expended on:
- Replacement of Major Plant/Machinery ($2.58 million)
- Replacement of Passenger/Light Commercial ($1.22 million)
- Replacement of Library Collection items ($0.83 million)
- Replacement of IT equipment ($0.06 million)
- Various projects under $100k ($0.04 million)

INFRASTRUCTURE includes roads, bridges, footpaths, bikeways, drainage, recreation facilities, parks, open space and streetscapes, off street car parks and other structures. For the 2024/25 year a total of $38.37 million will be spent on Infrastructure comprising:

Roads $26.47 million. The most significant projects include:
- Road rehabilitation projects - various locations ($15.13 million)
- Road pavement asphalt overlay projects - various locations ($5.10 million)
- Footpath rehabilitation program - various locations ($3.20 million)
- PM Fees not included in Business Case ($1.87 million)
- Local Area Traffic Management Projects ($0.32 million)
- Kerb Replacement for property access ($0.30 million)
- Road Rehab forward design program ($0.25 million)
- Bridge & Culvert Renewal Program ($0.15 million)
- Various projects under $100k ($0.15 million)

Footpaths and Cycleway $2.08 million. The most significant projects include:
- Cycling & Walking Strategy implementation - Sydenham Rail Corridor Bicycle Track ($0.60 million)
- Cycling & Walking Strategy implementation - Taylors Lakes Easement Shared User Path ($0.60 million)
- Cycling & Walking Strategy implementation: Jones Creek trail ($0.44 million)
- Creating Streets for People Implementation ($0.20 million)
- Various projects under $100k ($0.24 million)

Drainage projects $1.45 million including:
- Installation of Gross Pollutant Traps ($0.65 million)
- Underground drainage upgrades - various ($0.50 million)
- Water Sensitive Urban Design Asset Rectifications and Renewals ($0.20 million)
- Minor Drainage improvement works ($0.10 million)

Recreational, Leisure & Community Facilities projects $3.19 million. The most significant projects include:
- Sports Ground Lighting ($0.90 million)
- Sports Ground Irrigation Upgrade/Installation ($0.75 million)
- Sports Shade and Cover ($0.45 million)
- Sports Reserve Fence Replacement ($0.45 million)
- Sports Netting replacement program ($0.40 million)
- Various projects under $100k ($0.24 million)

Parks, Open Space and Streetscapes $5.19 million. The more significant projects include:

- Flagship Renewal Program ($0.98 million)
- Skate, Scooter & BMX Facilities ($0.75 million)
- St. Albans Town Centre - Streetscape upgrades ($0.60 million)
- Neighbourhood Park upgrade program ($0.48 million)
- Dog Off-leash spaces ($0.43 million)
- Sydenham Park, Keilor North - Share User Trail - Stage 2 Works ($0.35 million)
- Sunshine Energy Park, Albion and Carrington Drive Reserve, Albion ($0.35 million)
- Local Activity Centres - streetscape and public realm upgrades ($0.30 million)
- Oasis Park ($0.18 million)
- Various projects under $100k ($0.77 million)

Capital Works Area	Project Cost	Asset expenditure types			Summary of Funding Sources		
		New	Renewal	Upgrade	Grants	Contrib.	Council
	($'000)	($'000)	($'000)	($'000)	($'000)	($'000)	($'000)
PROPERTY							
Land	0	0	0	0	0	0	0
Land Improvements	0	0	0	0	0	0	0
Buildings	0	0	0	0	0	0	0
Building Improvements	0	0	0	0	0	0	0
Heritage buildings	384	0	384	0	0	0	384
TOTAL PROPERTY	**384**	**0**	**384**	**0**	**0**	**0**	**384**
PLANT AND EQUIPMENT							
Plant, Machinery and Equipment	137	0	137	0	0	0	137
Fixtures, Fittings and Furniture	0	0	0	0	0	0	0
Computers and Telecommunications	0	0	0	0	0	0	0
Heritage Plant and Equipment	0	0	0	0	0	0	0
Library books	0	0	0	0	0	0	0
TOTAL PLANT AND EQUIPMENT	**137**	**0**	**137**	**0**	**0**	**0**	**137**
INFRASTRUCTURE							
Roads	0	0	0	0	0	0	0
Bridges	0	0	0	0	0	0	0
Footpaths and Cycle-ways	250	225	25	0	0	0	250
Drainage	170	0	170	0	0	0	170
Recreational, Leisure & Community Facilities	700	280	420	0	0	0	700
Waste Management	0	0	0	0	0	0	0
Parks, Open Space and Streetscapes	1,049	74	525	451	0	0	1,049
Aerodromes	0	0	0	0	0	0	0
Off Street Car Parks	0	0	0	0	0	0	0
Other Infrastructure	0	0	0	0	0	0	0
TOTAL INFRASTRUCTURE	**2,169**	**579**	**1,140**	**451**	**0**	**0**	**2,169**
TOTAL CARRIED FORWARD CAPITAL	**2,691**	**579**	**1,661**	**451**	**0**	**0**	**2,691**

For the budget year 2024/25 an amount of $2.69 million has been budgeted to be carried forward from the 2023/24 year. These projects are either incomplete or have not commenced due to factors including weather delays and extended consultation. Some of the more material projects being carried forward include:

- Flagship Park renewal program ($0.70 million)
- Lloyd Reserve, Sunshine - Soccer/ Cricket pavilion upgrade ($0.50 million)
- Sydenham Rail Corridor Bicycle Track ($0.45 million)

4.6 Summary of Planned Capital Works Expenditure
For the four years ending 30 June 2028

2024/25	Asset Expenditure Types				Funding Sources				
	Total	New	Renewal	Upgrade	Total	Recurrent Grants	Non Recurrent Grants	Contributions	Council Cash
	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000
Property									
Land	0	0	0	0	0	0	0	0	0
Land improvements	0	0	0	0	0	0	0	0	0
Total Land	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Buildings	15,571	1,835	8,925	4,811	15,571	0	1,392	0	14,179
Heritage Buildings	0	0	0	0	0	0	0	0	0
Building improvements	0	0	0	0	0	0	0	0	0
Leasehold improvements	0	0	0	0	0	0	0	0	0
Total Buildings	**15,571**	**1,835**	**8,925**	**4,811**	**15,571**	**0**	**1,392**	**0**	**14,179**
Total Property	**15,571**	**1,835**	**8,925**	**4,811**	**15,571**	**0**	**1,392**	**0**	**14,179**
Plant and Equipment									
Heritage plant and equipment	0	0	0	0	0	0	0	0	0
Plant, machinery and equipment	3,820	25	3,795	0	3,820	0	0	0	3,820
Fixtures, fittings and furniture	0	0	0	0	0	0	0	0	0
Computers and telecommunications	80	80	0	0	80	0	0	0	80
Library books	825	0	825	0	825	0	29	0	796
Total Plant and Equipment	**4,725**	**105**	**4,620**	**0**	**4,725**	**0**	**29**	**0**	**4,696**
Infrastructure									
Roads	26,470	2,181	21,569	2,720	26,470	0	1,130	0	25,340
Bridges	0	0	0	0	0	0	0	0	0
Footpaths and cycleways	2,075	1,195	400	480	2,075	0	0	0	2,075
Drainage	1,450	690	720	40	1,450	0	0	0	1,450
Recreational, leisure and community facilities	3,185	75	2,129	981	3,185	0	0	0	3,185
Waste management	0	0	0	0	0	0	0	0	0
Parks, open space and streetscapes	5,190	2,375	1,664	1,152	5,190	0	0	0	5,190
Aerodromes	0	0	0	0	0	0	0	0	0
Off street car parks	0	0	0	0	0	0	0	0	0
Other infrastructure	0	0	0	0	0	0	0	0	0
Total Infrastructure	**38,370**	**6,516**	**26,481**	**5,373**	**38,370**	**0**	**1,130**	**0**	**37,240**
Total Capital Works Expenditure	**58,666**	**8,456**	**40,026**	**10,184**	**58,666**	**0**	**2,551**	**0**	**56,115**

2025/26	Asset Expenditure Types				Funding Sources				
	Total	New	Renewal	Upgrade	Total	Recurrent Grants	Non Recurrent Grants	Contributions	Council Cash
	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000
Property									
Land	0	0	0	0	0	0	0	0	0
Land improvements	0	0	0	0	0	0	0	0	0
Total Land	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Buildings	11,713	4,511	5,247	1,955	11,713	0	1,493	0	10,220
Heritage Buildings	0	0	0	0	0	0	0	0	0
Building improvements	0	0	0	0	0	0	0	0	0
Leasehold improvements	0	0	0	0	0	0	0	0	0
Total Buildings	**11,713**	**4,511**	**5,247**	**1,955**	**11,713**	**0**	**1,493**	**0**	**10,220**
Total Property	**11,713**	**4,511**	**5,247**	**1,955**	**11,713**	**0**	**1,493**	**0**	**10,220**
Plant and Equipment									
Heritage plant and equipment	0	0	0	0	0	0	0	0	0
Plant, machinery and equipment	3,130	25	3,105	0	3,130	0	0	0	3,130
Fixtures, fittings and furniture	0	0	0	0	0	0	0	0	0
Computers and telecommunications	70	70	0	0	70	0	0	0	70
Library books	825	0	825	0	825	0	0	0	825
Total Plant and Equipment	**4,025**	**95**	**3,930**	**0**	**4,025**	**0**	**0**	**0**	**4,025**
Infrastructure									
Roads	26,733	2,185	21,683	2,865	26,733	1,160	0	0	25,574
Bridges	0	0	0	0	0	0	0	0	0
Footpaths and cycleways	1,624	1,224	100	300	1,624	0	0	0	1,624
Drainage	900	190	670	40	900	0	0	0	900
Recreational, leisure and community facilities	3,435	0	2,931	504	3,435	0	0	0	3,435
Waste management	0	0	0	0	0	0	0	0	0
Parks, open space and streetscapes	5,056	1,737	2,044	1,276	5,056	0	0	0	5,056
Aerodromes	**0**	0	0	0	0	0	0	0	0
Off street car parks	**0**	0	0	0	0	0	0	0	0
Other infrastructure	**0**	0	0	0	0	0	0	0	0
Total Infrastructure	**37,749**	**5,336**	**27,427**	**4,985**	**37,749**	**1,160**	**0**	**0**	**36,589**
Total Capital Works Expenditure	**53,487**	**9,942**	**36,604**	**6,940**	**53,487**	**1,160**	**1,493**	**0**	**50,834**

2026/27	Asset Expenditure Types				Funding Sources				
	Total	New	Renewal	Upgrade	Total	Recurrent Grants	Non Recurrent Grants	Contributions	Council Cash
	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000
Property									
Land	0	0	0	0	**0**	0	0	0	0
Land improvements	**0**	0	0	0	**0**	0	0	0	0
Total Land	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Buildings	12,852	2,090	7,322	3,440	12,852	0	1,850	0	11,002
Heritage Buildings	**0**	0	0	0	**0**	0	0	0	0
Building improvements	**0**	0	0	0	**0**	0	0	0	0
Leasehold improvements	**0**	0	0	0	**0**	0	0	0	0
Total Buildings	**12,852**	**2,090**	**7,322**	**3,440**	**12,852**	**0**	**1,850**	**0**	**11,002**
Total Property	**12,852**	**2,090**	**7,322**	**3,440**	**12,852**	**0**	**1,850**	**0**	**11,002**
Plant and Equipment									
Heritage plant and equipment	**0**	0	0	0	**0**	0	0	0	0
Plant, machinery and equipment	3,790	25	3,765	0	3,790	0	0	0	3,790
Fixtures, fittings and furniture	0	0	0	0	0	0	0	0	0
Computers and telecommunications	85	85	0	0	85	0	0	0	85
Library books	825	0	825	0	825	0	0	0	825
Total Plant and Equipment	**4,700**	**110**	**4,590**	**0**	**4,700**	**0**	**0**	**0**	**4,700**
Infrastructure									
Roads	27,897	2,202	22,652	3,042	27,897	1,160	0	0	26,737
Bridges	0	0	0	0	0	0	0	0	0
Footpaths and cycleways	2,541	1,551	10	980	2,541	0	0	0	2,541
Drainage	1,525	690	795	40	1,525	0	0	0	1,525
Recreational, leisure and community facilities	1,500	100	1,055	345	1,500	0	0	0	1,500
Waste management	0	0	0	0	0	0	0	0	0
Parks, open space and streetscapes	4,545	1,020	2,056	1,469	4,545	0	0	0	4,545
Aerodromes	**0**	0	0	0	**0**	0	0	0	0
Off street car parks	**0**	0	0	0	**0**	0	0	0	0
Other infrastructure	**0**	0	0	0	**0**	0	0	0	0
Total Infrastructure	**38,008**	**5,563**	**26,568**	**5,876**	**38,008**	**1,160**	**0**	**0**	**36,848**
Total Capital Works Expenditure	**55,560**	**7,763**	**38,480**	**9,316**	**55,560**	**1,160**	**1,850**	**0**	**52,550**

2027/28	Asset Expenditure Types				Funding Sources				
	Total	New	Renewal	Upgrade	Total	Recurrent Grants	Non Recurrent Grants	Contributions	Council Cash
	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000
Property									
Land	0	0	0	0	0	0	0	0	0
Land improvements	**0**	0	0	0	**0**	0	0	0	0
Total Land	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Buildings	9,487	668	7,942	877	9,487	0	0	0	9,487
Heritage Buildings	**0**	0	0	0	**0**	0	0	0	0
Building improvements	**0**	0	0	0	**0**	0	0	0	0
Leasehold improvements	**0**	0	0	0	**0**	0	0	0	0
Total Buildings	**9,487**	**668**	**7,942**	**877**	**9,487**	**0**	**0**	**0**	**9,487**
Total Property	**9,487**	**668**	**7,942**	**877**	**9,487**	**0**	**0**	**0**	**9,487**
Plant and Equipment									
Heritage plant and equipment	0	0	0	0	0	0	0	0	0
Plant, machinery and equipment	4,302	25	4,277	0	4,302	0	0	0	4,302
Fixtures, fittings and furniture	0	0	0	0	0	0	0	0	0
Computers and telecommunications	85	85	0	0	85	0	0	0	85
Library books	825	0	825	0	825	0	0	0	825
Total Plant and Equipment	**5,212**	**110**	**5,102**	**0**	**5,212**	**0**	**0**	**0**	**5,212**
Infrastructure									
Roads	28,081	2,260	22,930	2,890	28,081	1,160	0	0	26,921
Bridges	0	0	0	0	0	0	0	0	0
Footpaths and cycleways	1,825	1,625	100	100	1,825	0	0	0	1,825
Drainage	1,050	190	820	40	1,050	0	0	0	1,050
Recreational, leisure and community facilities	6,330	900	3,800	1,630	6,330	0	0	0	6,330
Waste management	0	0	0	0	0	0	0	0	0
Parks, open space and streetscapes	5,910	2,970	1,669	1,271	5,910	0	0	0	5,910
Aerodromes	**0**	0	0	0	**0**	0	0	0	0
Off street car parks	**0**	0	0	0	**0**	0	0	0	0
Other infrastructure	**0**	0	0	0	**0**	0	0	0	0
Total Infrastructure	**43,196**	**7,945**	**29,319**	**5,931**	**43,196**	**1,160**	**0**	**0**	**42,036**
Total Capital Works Expenditure	**57,895**	**8,723**	**42,363**	**6,808**	**57,895**	**1,160**	**0**	**0**	**56,735**

5. Financial performance indicators

The following table highlights Council's current and projected performance across a range of key financial performance indicators. These indicators provide a useful analysis of Council's financial position and performance and should be interpreted in the context of the organisation's objectives.

5a. Target Performance Indicators

Targeted Performance Indicators - Service

Indicator	Measure	Notes	Actual	Forecast	Target	Target Projections			Trend
			2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	+/o/-
Governance									
Satisfaction with community consultation and engagement	Community satisfaction rating out of 100 with the consultation and engagement efforts of Council	1	55	59	60	60	61	61	+
Roads									
Sealed local roads below the intervention level	Number of kms of sealed local roads below the renewal intervention level set by Council / Kms of sealed local roads	2	92.82%	90.00%	90.00%	90.00%	90.00%	90.00%	o
Statutory planning									
Planning applications decided within the relevant required time	Number of planning application decisions made within the relevant required time / Number of planning application decisions made	3	70.03%	70.00%	70.00%	70.00%	70.00%	70.00%	o
Waste management									
Kerbside collection waste diverted from landfill	Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins	4	42.22%	42.42%	42.84%	43.27%	43.84%	44.27%	+

Target Performance Indicators - Financial

Indicator	Measure	Notes	Actual	Forecast	Budget	Strategic Resource Plan Projections			Trend
			2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	+/o/-
Liquidity									
Working Capital	Current assets / current liabilities	2	206.14	183.92	179.30	106.46	133.23	130.68	-
Obligations									
Asset renewal	Asset renewal & Upgrade expenses / Asset depreciation	5	72.24	97.72	93.22	75.69	81.06	81.35	-
Stability									
Rates concentration	Rate revenue / adjusted underlying revenue	6	71.84	76.40	73.87	73.94	74.24	74.24	o
Efficiency									
Expenditure level	Total expenses/ no. of property assessments		2,864	3,157	3,249	3,373	3,421	3,487	+

5b. Financial Performance Indicators

Operating position									
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	1	4.88	(8.50)	(3.17)	(5.23)	(4.72)	(4.31)	-
Liquidity									
Unrestricted cash	Unrestricted cash / current liabilities	3	98.92	12.78	103.42	55.82	70.41	69.20	-
Obligations									
Loans and borrowings *(Debt compared to Rates)*	Interest bearing loans and borrowings / rate revenue	4	51.37	47.29	48.23	36.20	35.21	36.23	+
Loans and borrowings	Interest and principal repayments on interest bearing loans and borrowings / rate revenue		7.03	5.99	6.11	18.22	7.43	7.95	-
Indebtedness	Non-current liabilities / own source revenue		37.14	38.43	36.86	18.76	25.25	27.49	+
Stability									
Rates effort	Rate revenue / CIV of rateable properties in the municipality		0.00	0.00	0.00	0.00	0.00	0.00	o
Efficiency									
Revenue level	Residential rate revenue / no. of residential property assessments		1,168	1,121	1,117	1,136	1,156	1,176	+

\+ Forecasts improvement in Council's financial performance/financial position indicator
o Forecasts that Council's financial performance/financial position indicator will be steady
\- Forecasts deterioration in Council's financial performance/financial position indicator

Notes to indicators

1. Adjusted underlying result

An indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives. The 'Adjusted underlying result' ratio forecast (9.68) is lower than the budgeted amount of 0.12, indicated that for the Forecast we are not generating enough internally sourced revenue to fund the operations.

2. Working Capital

The proportion of current liabilities represented by current assets. It is a general measure of the organisation's liquidity and its ability to meet its commitments as and when they fall due. Working capital is expected to decrease from 183.92 in 2023/24 Forecast to 169.13 in 2024/25.

3. Unrestricted Cash

This represents cash funds which are free of all specific Council commitments and are available to meet daily cash flow requirements, unexpected short term needs and any Budget commitments. Council's unrestricted cash includes total cash balances less (1) allocations for carry forward of capital projects, (2) amounts transferred to reserve for open space developer contributions and (3) amounts transferred to reserves to meet future principal repayments for interest only debt obligations.

4. Debt compared to rates

This indicator observes Council's ability to repay its debts using its key source of income, Rates. The ratio is forecasted to be at 47.29 then increase to 48.23 for the 2024-2025 Budget therefore a increase in the level of debt.

5. Asset renewal

This ratio indicates the extent of Council's renewals against its depreciation charge (an indication of the decline in value of its existing capital assets). A ratio greater than 1.0 indicates Council is maintaining its existing assets, while a ratio less than 1.0 means its assets are deteriorating faster than they are being renewed and future capital expenditure will be required to renew assets. The asset renewal ratio will go from a 2023-24 Forecast of 97.72 to a 2024-2025 Budget of 93.22.

6. Rates concentration

Reflects extent of reliance on rate revenues to fund all of Council's on-going services. Trend indicates Council will continue to be reliant on rate revenue compared to all other revenue sources.

Section 6

Fees and charges schedule

This appendix presents the fees and charges of a statutory and non-statutory nature which will be charged in respect to various goods and services provided during the 2024/2025 year.
Fees and charges are based on information available at the time of publishing and may vary during the financial year subject to any changes in Brimbank's policy or legislation.
All figures are inclusive of GST where GST is applicable.

Description of Fee or Charge	Unit of Measure	Statutory or Non-Statutory	2023/24 Fee incl GST (Rounded)	2024/25 Fee incl GST (Rounded)	Fee Increase / (Decrease)	Fee Increase / (Decrease)
ARTS & CULTURE						
THE BOWERY THEATRE						
Commercial - Performance	For a week	Non-Statutory	$5,995.30	$6,235.10	$239.80	4%
Commercial - Performance	For a day	Non-Statutory	$1,198.40	$1,246.30	$47.90	4%
Commercial - Performance	For half a day	Non-Statutory	$905.30	$941.50	$36.20	4%
Commercial (local) - Performance	For a week	Non-Statutory	$5,095.40	$5,299.20	$203.80	4%
Commercial (local) - Performance	For a day	Non-Statutory	$1,017.70	$1,058.40	$40.70	4%
Commercial (local) - Performance	For half a day	Non-Statutory	$770.10	$800.90	$30.80	4%
Commercial - Rehearsal	For a week	Non-Statutory	$3,743.40	$3,893.10	$149.70	4%
Commercial - Rehearsal	For a day	Non-Statutory	$748.50	$778.40	$29.90	4%
Commercial - Rehearsal	For half a day	Non-Statutory	$561.40	$583.90	$22.50	4%
Commercial (local) - Rehearsal	For a week	Non-Statutory	$3,059.90	$3,182.30	$122.40	4%
Commercial (local) - Rehearsal	For a day	Non-Statutory	$613.30	$637.80	$24.50	4%
Commercial (local) - Rehearsal	For half a day	Non-Statutory	$460.70	$479.10	$18.40	4%
Community(subsided) - Performance	For a week	Non-Statutory	$4,053.80	$4,216.00	$162.20	4%
Community(subsided) - Performance	For a day	Non-Statutory	$806.80	$839.10	$32.30	4%
Community(subsided) - Performance	For half a day	Non-Statutory	$607.90	$632.20	$24.30	4%
Community (subsided, local) - Performance	For a week	Non-Statutory	$2,439.00	$2,536.60	$97.60	4%
Community (subsided, local) - Performance	For a day	Non-Statutory	$486.70	$506.20	$19.50	4%
Community (subsided, local) - Performance	For half a day	Non-Statutory	$367.70	$382.40	$14.70	4%
Community(subsided) - Rehearsal	For a week	Non-Statutory	$2,433.60	$2,530.90	$97.30	4%
Community(subsided) - Rehearsal	For a day	Non-Statutory	$485.70	$505.10	$19.40	4%
Community(subsided) - Rehearsal	For half a day	Non-Statutory	$362.30	$376.80	$14.50	4%
Community (subsided, local) - Rehearsal	For a week	Non-Statutory	$1,460.20	$1,518.60	$58.40	4%
Community (subsided, local) - Rehearsal	For a day	Non-Statutory	$292.00	$303.70	$11.70	4%
Community (subsided, local) - Rehearsal	For half a day	Non-Statutory	$216.30	$225.00	$8.70	4%
Bowery Theatre bond		Non-Statutory	$540.80	$560.00	$19.20	4%
ST ALBANS COMMUNITY CENTRE (STACC)						
Subsidised use (reduced fees / bonds / booking fees) of community facilities will be considered on one-off basis by application and approval by Council based on the following eligibility:						
1. Be locally based non-profit group with limited financial resources;						
2. Demonstrate that activities will be targeted to Brimbank residents;						
3. Be a special needs group(i.e. financially disadvantaged, disability, CALD, refugee group, new and emerging community);						
4. Not already be in receipt of significant financial support from Council.						
Level 1 - Seniors Rate						
Level 2 - Community Rate						
Level 3 - Standard Rate						
Level 4 - Function Rate						
Regular - Consistent booking, same day, time, space over calendar year.						
Flexible Spaces **Level 1 – Seniors**						
One room per session (5 hours)						
Regular	Per session	Non-Statutory	$11.30	$11.80	$0.50	4%
Casual	Per session	Non-Statutory	$11.30	$11.80	$0.50	4%
Two rooms per session(5 hours)						
Regular	Per session	Non-Statutory	$15.70	$16.30	$0.60	4%
Casual	Per session	Non-Statutory	$15.70	$16.30	$0.60	4%
Three rooms per session(5 hours)						
Regular	Per session	Non-Statutory	$22.00	$22.90	$0.90	4%
Casual	Per session	Non-Statutory	$22.00	$22.90	$0.90	4%
Flexible Spaces						
One room						
Regular	Per hour	Non-Statutory	$11.30	$11.80	$0.50	4%
Casual	Per hour	Non-Statutory	$22.00	$22.90	$0.90	4%
Two rooms						
Regular	Per hour	Non-Statutory	$22.00	$22.90	$0.90	4%
Casual	Per hour	Non-Statutory	$32.60	$33.90	$1.30	4%
Three rooms						
Regular	Per hour	Non-Statutory	$32.60	$33.90	$1.30	4%
Casual	Per hour	Non-Statutory	$43.00	$44.70	$1.70	4%

Description of Fee or Charge	Unit of Measure	Statutory or Non-Statutory	2023/24 Fee incl GST (Rounded)	2024/25 Fee incl GST (Rounded)	Fee Increase / (Decrease)	Fee Increase / (Decrease)
Level 3 - Standard Rate						
One room						
Regular	Per hour	Non-Statutory	$37.80	$39.30	$1.50	4%
Casual	Per hour	Non-Statutory	$46.70	$48.60	$1.90	4%
Two rooms						
Regular	Per hour	Non-Statutory	$46.50	$48.40	$1.90	4%
Casual	Per hour	Non-Statutory	$52.90	$55.00	$2.10	4%
Three rooms						
Regular	Per hour	Non-Statutory	$57.50	$59.80	$2.30	4%
Casual	Per hour	Non-Statutory	$70.50	$73.30	$2.80	4%
Level 4 – Functions						
One room	Per hour	Non-Statutory	$89.40	$93.00	$3.60	4%
One room - seniors rate (level 1)	Per hour	Non-Statutory	$56.00	$58.20	$2.20	4%
Two rooms	Per hour	Non-Statutory	$102.50	$106.60	$4.10	4%
Two rooms - seniors rate (level 1)	Per hour	Non-Statutory	$64.20	$66.80	$2.60	4%
Three rooms	Per hour	Non-Statutory	$117.20	$121.90	$4.70	4%
Three rooms - seniors rate (level 1)	Per hour	Non-Statutory	$73.20	$76.10	$2.90	4%
Bond		Non-Statutory	$540.80	$560.00	$19.20	4%
Booking Fee		Non-Statutory	$103.00	$107.10	$4.10	4%
Meeting Rooms 1 and 2						
Level 1 - Seniors Rate						
Regular	Per session	Non-Statutory	$11.80	$12.30	$0.50	4%
Casual	Per session	Non-Statutory	$11.80	$12.30	$0.50	4%
Level 2 - Community Rate						
Regular	Per hour	Non-Statutory	$11.80	$12.30	$0.50	4%
Casual	Per hour	Non-Statutory	$22.90	$23.80	$0.90	4%
Level 3 - Standard Rate						
Regular	Per hour	Non-Statutory	$37.80	$39.30	$1.50	4%
Casual	Per hour	Non-Statutory	$46.70	$48.60	$1.90	4%
Art Studio						
Level 1 - Seniors Rate						
Regular	Per session	Non-Statutory	$11.80	$12.30	$0.50	4%
Casual	Per session	Non-Statutory	$11.80	$12.30	$0.50	4%
Level 2 - Community Rate						
Regular	Per hour	Non-Statutory	$11.80	$12.30	$0.50	4%
Casual	Per hour	Non-Statutory	$22.90	$23.80	$0.90	4%
Level 3 - Standard Rate						
Regular	Per hour	Non-Statutory	$37.80	$39.30	$1.50	4%
Casual	Per hour	Non-Statutory	$46.70	$48.60	$1.90	4%
Dance Studio						
Level 1 - Seniors Rate						
Regular	Per session	Non-Statutory	$11.80	$12.30	$0.50	4%
Casual	Per session	Non-Statutory	$11.80	$12.30	$0.50	4%
Level 2 - Community Rate						
Regular	Per hour	Non-Statutory	$11.80	$12.30	$0.50	4%
Casual	Per hour	Non-Statutory	$22.90	$23.80	$0.90	4%
Level 3 - Standard Rate						
Regular	Per hour	Non-Statutory	$37.80	$39.30	$1.50	4%
Casual	Per hour	Non-Statutory	$46.70	$48.60	$1.90	4%
Programs Room						
Level 1 - Seniors Rate						
Regular	Per session	Non-Statutory	$11.80	$12.30	$0.50	4%
Casual	Per session	Non-Statutory	$11.80	$12.30	$0.50	4%
Level 2 - Community Rate						
Regular	Per hour	Non-Statutory	$11.80	$12.30	$0.50	4%
Casual	Per hour	Non-Statutory	$22.90	$23.80	$0.90	4%
Level 3 - Standard Rate						
Regular	Per hour	Non-Statutory	$37.80	$39.30	$1.50	4%
Casual	Per hour	Non-Statutory	$46.70	$48.60	$1.90	4%

Description of Fee or Charge	Unit of Measure	Statutory or Non-Statutory	2023/24 Fee incl GST (Rounded)	2024/25 Fee incl GST (Rounded)	Fee Increase / (Decrease)	Fee Increase / (Decrease)
Rehearsal Room(no regular bookings)						
Level 1 - Seniors Rate						
Casual	Per session	Non-Statutory	$11.80	$12.30	$0.50	4%
Level 2 - Community Rate						
Casual	Per hour	Non-Statutory	$22.90	$23.80	$0.90	4%
Level 3 - Standard Rate						
Casual	Per hour	Non-Statutory	$46.70	$48.60	$1.90	4%
Sunshine Art Spaces	Per week	Non-Statutory	$31.20	$32.50	$1.30	4%
Deer Park Art Spaces	Per week	Non-Statutory	$33.00	$34.30	$1.30	4%
Keilor Hub Art Space	Per week	Non-Statutory	$33.00	$34.30	$1.30	4%
Overnewton Gatehouse	Per week	Non-Statutory	$33.00	$34.30	$1.30	4%
ART EXHIBITIONS - GALLERY SPACE						
St Albans Community Centre (STACC) Gallery Space		Non-Statutory	10% commission on sales	10% commission on sales	n/a	n/a
Sunshine Art Spaces Gallery		Non-Statutory	10% commission on sales	10% commission on sales	n/a	n/a
VISY CARES HUB - BRIMBANK LEARNING FUTURES						
Rate A - This rate applies to non-commercial non-profit groups.						
Rate B - This rate applies to commercial for profit groups, attendees charged a fee.						
PLEASE NOTE: Brimbank Learning Futures at the Visy Cares Hub is a facility focused on delivering programs with a learning focus for young people and others. Casual hire applications for all bookings will be considered by written application by the Brimbank Learning Futures Coordinator.						
Community Studio 1						
Rate A	Per hour	Non-Statutory	$21.00	$21.80	$0.80	4%
Rate B	Per hour	Non-Statutory	$30.50	$31.70	$1.20	4%
Community Studio 2						
Rate A	Per hour	Non-Statutory	$21.00	$21.80	$0.80	4%
Rate B	Per hour	Non-Statutory	$30.50	$31.70	$1.20	4%
Community Studio 1 & 2						
Rate A	Per hour	Non-Statutory	$41.10	$42.70	$1.60	4%
Rate B	Per hour	Non-Statutory	$58.80	$61.20	$2.40	4%
Auditorium						
Rate A	Per hour	Non-Statutory	$21.00	$21.80	$0.80	4%
Rate B	Per hour	Non-Statutory	$30.50	$31.70	$1.20	4%
Open Learning Space						
Rate A	Per hour	Non-Statutory	$21.00	$21.80	$0.80	4%
Rate B	Per hour	Non-Statutory	$22.60	$23.50	$0.90	4%
Kitchen						
Rate A	Per hour	Non-Statutory	$21.00	$21.80	$0.80	4%
Rate B	Per hour	Non-Statutory	$30.40	$31.70	$1.30	4%
IT suite						
Rate A	Per hour	Non-Statutory	$18.00	$21.80	$3.80	21%
Rate B	Per hour	Non-Statutory	$33.80	$35.20	$1.40	4%
Regular Hire Fees						
PLEASE NOTE: Brimbank Learning Futures at the Visy Cares Hub is a facility focused on delivering programs with a learning focus for young people and others. *Regular hire applications for all bookings will be considered by written application by the Manager Community Learning & Participation.*						
Community Studio 1						
Rate A	Per hour	Non-Statutory	$11.70	$12.20	$0.50	4%
Rate B	Per hour	Non-Statutory	$23.30	$24.20	$0.90	4%
Rate A - Weekly Hire	Per Week	Non-Statutory	$327.10	$340.20	$13.10	4%
Rate B - Weekly Hire	Per Week	Non-Statutory	$654.20	$680.40	$26.20	4%
Community Studio 2						
Rate A	Per hour	Non-Statutory	$11.70	$12.20	$0.50	4%
Rate B	Per hour	Non-Statutory	$23.30	$24.20	$0.90	4%
Rate A - Weekly Hire	Per Week	Non-Statutory	$327.10	$340.20	$13.10	4%
Rate B - Weekly Hire	Per Week	Non-Statutory	$654.20	$680.40	$26.20	4%
Community Studio 1 & 2						
Rate A	Per hour	Non-Statutory	$23.30	$24.20	$0.90	4%
Rate B	Per hour	Non-Statutory	$46.80	$48.70	$1.90	4%
Rate A - Weekly Hire	Per Week	Non-Statutory	$654.20	$680.40	$26.20	4%
Rate B - Weekly Hire	Per Week	Non-Statutory	$1,311.40	$1,363.90	$52.50	4%
Auditorium						
Rate A	Per hour	Non-Statutory	$11.70	$12.20	$0.50	4%
Rate B	Per hour	Non-Statutory	$23.30	$24.20	$0.90	4%
Rate A - Weekly Hire	Per Week	Non-Statutory	$327.10	$340.20	$13.10	4%
Rate B - Weekly Hire	Per Week	Non-Statutory	$654.20	$680.40	$26.20	4%

Description of Fee or Charge	Unit of Measure	Statutory or Non-Statutory	2023/24 Fee incl GST (Rounded)	2024/25 Fee incl GST (Rounded)	Fee Increase / (Decrease)	Fee Increase / (Decrease)
Open Learning Space						
Rate A	Per hour	Non-Statutory	$11.70	$12.20	$0.50	4%
Rate B	Per hour	Non-Statutory	$23.30	$24.20	$0.90	4%
Rate A - Weekly Hire	Per Week	Non-Statutory	$327.10	$340.20	$13.10	4%
Rate B - Weekly Hire	Per Week	Non-Statutory	$654.20	$680.40	$26.20	4%
Kitchen						
Rate A	Per hour	Non-Statutory	$11.70	$12.20	$0.50	4%
Rate B	Per hour	Non-Statutory	$23.30	$24.20	$0.90	4%
Rate A - Weekly Hire	Per Week	Non-Statutory	$327.10	$340.20	$13.10	4%
Rate B - Weekly Hire	Per Week	Non-Statutory	$654.20	$680.40	$26.20	4%
IT suite						
Rate A	Per hour	Non-Statutory	$11.70	$12.20	$0.50	4%
Rate B	Per hour	Non-Statutory	$23.30	$24.20	$0.90	4%
Rate A - Weekly Hire	Per Week	Non-Statutory	$327.10	$340.20	$13.10	4%
Rate B - Weekly Hire	Per Week	Non-Statutory	$654.20	$680.40	$26.20	4%
Function Hire						
Function Hire applies to bookings after hours and will only be considered for activities that have a learning focus – please note curfew times below. Bookings are primarily for learning focused youth events/activities that may be considered by written application and approval by the Manager Community Learning & Participation.						
PLEASE NOTE: Visy Cares Hub does not accept function hires such as birthdays, parties, celebrations etc.						
Community Studio 1 & 2						
Hire Fee	Per hour	Non-Statutory	$35.00	$36.40	$1.40	4%
Booking Fee		Non-Statutory	$90.00	$93.60	$3.60	4%
Bond		Non-Statutory	$374.40	$389.40	$15.00	4%
Auditorium						
Hire Fee	Per hour	Non-Statutory	$82.20	$85.50	$3.30	4%
Booking Fee		Non-Statutory	$90.00	$93.60	$3.60	4%
Bond		Non-Statutory	$561.60	$584.10	$22.50	4%
Curfew Hours for After Hour Functions:						
Friday 5.00pm to 10.00pm						
Saturday 9.00am to 10.00pm						
Sunday 9.00am to 5.00pm						
BRIMBANK LIBRARY SERVICES						
Printing and Photocopying Charges						
B & W (A4)	Per copy	Non-Statutory	$0.20	$0.20	$0.00	0%
B & W (A3)	Per copy	Non-Statutory	$0.40	$0.40	$0.00	0%
Colour (A4)	Per copy	Non-Statutory	$0.75	$0.75	$0.00	0%
Colour (A3)	Per copy	Non-Statutory	$1.50	$1.50	$0.00	0%
Interlibrary Loan						
Administration Cost		Non-Statutory	$3.50	$3.60	$0.10	3%
From an academic library		Non-Statutory	$28.50	$29.60	$1.10	4%
Library Items						
Replacement borrower's card		Non-Statutory	$3.10	$3.20	$0.10	3%
Minor Repairs to Damaged Items		Non-Statutory	$7.00	$7.30	$0.30	4%
Headphones		Non-Statutory	$3.60	$3.70	$0.10	3%
Charging cable		Non-Statutory	$7.30	$7.60	$0.30	4%
Maker Space Material						
3D Printing	1 - 10 grams equals one unit	Non-Statutory	$1.00	$1.00	$0.00	0%
3D Printing	2 units (11 - 20 grams)	Non-Statutory	$1.00	$1.00	$0.00	0%
3D Printing	3 units (21 - 30 grams)	Non-Statutory	$1.00	$1.00	$0.00	0%
Circuit Vinyl	30x30cm sheet	Non-Statutory	$5.00	$5.00	$0.00	0%
Infusible Ink	Per unit (up to 10cm x 20cm sheet equals one unit)	Non-Statutory	$2.00	$2.00	$0.00	0%
Sublimation mugs	per item	Non-Statutory	$3.00	$3.00	$0.00	0%
Laser Acrylic	Small sheet (21cm x 29.7cm)	Non-Statutory	$5.00	$5.00	$0.00	0%
Laser Acrylic	large sheet (30cm x 60cm)	Non-Statutory	$10.00	$10.00	$0.00	0%
Laser plywood	Small sheet (21cm x 29.7cm)	Non-Statutory	$5.00	$5.00	$0.00	0%
Laser plywood	Large sheet (30cm x 60cm)	Non-Statutory	$15.00	$15.00	$0.00	0%
Badges 25mm	per item	Non-Statutory	$0.10	$0.10	$0.00	0%

Description of Fee or Charge	Unit of Measure	Statutory or Non-Statutory	2023/24 Fee incl GST (Rounded)	2024/25 Fee incl GST (Rounded)	Fee Increase / (Decrease)	Fee Increase / (Decrease)
NEIGHBOURHOOD HOUSES/ COMMUNITY CENTRES						
Printing and Photocopying Charges PLEASE NOTE: Applies to all Neighbourhood Houses						
B & W (A4)	Per copy	Non-Statutory	$0.20	$0.20	$0.00	0%
B & W (A3)	Per copy	Non-Statutory	$0.40	$0.40	$0.00	0%
Colour (A4)	Per copy	Non-Statutory	$1.00	$1.00	$0.00	0%
Colour (A3)	Per copy	Non-Statutory	$2.10	$2.20	$0.10	5%
CAIRNLEA COMMUNITY HUB						
Community Hall Hire - capacity 80 people maximum						
Level 1 – Seniors Rate	Per 5 hour session	Non-Statutory	$11.90	$12.40	$0.50	4%
Level 2 – Community Rate	Per hour	Non-Statutory	$20.10	$20.90	$0.80	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$46.80	$48.70	$1.90	4%
Community Room Hire - capacity 40 people maximum						
Level 1 – Seniors Rate	Per 5 hour session	Non-Statutory	$11.90	$12.40	$0.50	4%
Level 2 – Community Rate	Per hour	Non-Statutory	$13.40	$13.90	$0.50	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$37.40	$38.90	$1.50	4%
DELAHEY COMMUNITY CENTRE						
Hall Hire						
Level 1 – Seniors Rate	Per 5 hour session	Non-Statutory	$11.90	$12.40	$0.50	4%
Level 2 – Community Rate	Per hour	Non-Statutory	$20.10	$20.90	$0.80	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$46.80	$48.70	$1.90	4%
Community Room Hire – capacity 20 people maximum						
Level 1 – Seniors Rate	Per 5 hour session	Non-Statutory	$11.90	$12.40	$0.50	4%
Level 2 – Community Rate	Per hour	Non-Statutory	$13.40	$13.90	$0.50	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$37.50	$39.00	$1.50	4%
Computer Room Hire						
Level 1 – Seniors Rate	Per 5 hour session	Non-Statutory	$11.90	$12.40	$0.50	4%
Level 2 – Community Rate	Per hour	Non-Statutory	$21.40	$22.30	$0.90	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$52.20	$54.30	$2.10	4%
Function Hire						
Community Hall						
Full Day	8 hours	Non-Statutory	$467.20	$485.90	$18.70	4%
Bond*		Non-Statutory	$608.30	$632.60	$24.30	4%
Community Room						
Full Day	8 hours	Non-Statutory	$278.40	$289.50	$11.10	4%
Bond*		Non-Statutory	$608.30	$632.60	$24.30	4%
Community Kitchen Hire						
Level 2 – Community Rate	Per hour	Non-Statutory	$21.40	$22.30	$0.90	4%
Level 3 – Community (Standard rate)	Per hour	Non-Statutory	$52.20	$54.30	$2.10	4%
**Party hirers are required to pay a $75.00 non-refundable deposit to confirm bookings. This deposit is included in the total hire cost.*						
SYDENHAM COMMUNITY HUB - WATERGARDENS						
Community Hall Hire - capacity over 40 people						
Level 1 – Seniors Rate	Per 5 hour session	Non-Statutory	$11.90	$12.40	$0.50	4%
Level 2 – Community Rate	Per hour	Non-Statutory	$20.10	$20.90	$0.80	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$46.80	$48.70	$1.90	4%
Community Room Hire - capacity under 40 people						
Level 1 – Seniors Rate	Per 5 hour session	Non-Statutory	$11.90	$12.40	$0.50	4%
Level 2 – Community Rate	Per hour	Non-Statutory	$13.40	$13.90	$0.50	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$37.50	$39.00	$1.50	4%
Computer Room Hire						
Level 1 – Seniors Rate	Per 5 hour session	Non-Statutory	$11.90	$12.40	$0.50	4%
Level 2 – Community Rate	Per hour	Non-Statutory	$21.40	$22.30	$0.90	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$52.20	$54.30	$2.10	4%
Function Hire						
Community Room (use of 3 Community Rooms)						
Level 4 - Functions	1pm - 12 midnight Saturday	Non-Statutory	$706.60	$734.90	$28.30	4%
Bond*		Non-Statutory	$562.40	$584.90	$22.50	4%
**Party hirers are required to pay a $75.00 non-refundable deposit to confirm bookings. This deposit is included in the total hire cost.*						

Description of Fee or Charge	Unit of Measure	Statutory or Non-Statutory	2023/24 Fee incl GST (Rounded)	2024/25 Fee incl GST (Rounded)	Fee Increase / (Decrease)	Fee Increase / (Decrease)
WEST SUNSHINE COMMUNITY CENTRE						
Multipurpose Room 1 Hire - capacity over 40 people						
Level 1 – Seniors Rate	Per 5 hour session	Non-Statutory	$11.90	$12.40	$0.50	4%
Level 2 – Community Rate	Per hour	Non-Statutory	$20.10	$20.90	$0.80	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$46.80	$48.70	$1.90	4%
Function Hire/Special Events						
Level 2 – Community Rate	Per hour	Non-Statutory	$58.40	$60.70	$2.30	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$122.00	$126.90	$4.90	4%
Booking Fee		Non-Statutory	$111.00	$115.40	$4.40	4%
Bond		Non-Statutory	$562.40	$584.90	$22.50	4%
Multipurpose Room 2 Hire - capacity under 40 people						
Level 1 – Seniors Rate	Per 5 hour session	Non-Statutory	$11.90	$12.40	$0.50	4%
Level 2 – Community Rate	Per hour	Non-Statutory	$13.40	$13.90	$0.50	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$37.50	$39.00	$1.50	4%
Function Hire/Special Events						
Level 2 – Community Rate	Per hour	Non-Statutory	$31.70	$33.00	$1.30	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$77.00	$80.10	$3.10	4%
Booking Fee		Non-Statutory	$111.00	$115.40	$4.40	4%
Bond		Non-Statutory	$562.40	$584.90	$22.50	4%
Multipurpose Room 1 & 2 – Both Rooms						
Function Hire/Special Events						
Level 2 – Community Rate	Per hour	Non-Statutory	$111.00	$115.40	$4.40	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$251.80	$261.90	$10.10	4%
Booking Fee		Non-Statutory	$111.00	$115.40	$4.40	4%
Bond		Non-Statutory	$562.40	$584.90	$22.50	4%
Computer Room Hire						
Level 1 – Seniors Rate	Per 5 hour session	Non-Statutory	$11.90	$12.40	$0.50	4%
Level 2 – Community Rate	Per hour	Non-Statutory	$21.40	$22.30	$0.90	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$52.20	$54.30	$2.10	4%
Community Kitchen Hire						
Level 2 – Community Rate	Per hour	Non-Statutory	$21.40	$22.30	$0.90	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$52.20	$54.30	$2.10	4%
Childcare Centre						
Casual Hire						
Level 2 – Community Rate	Per hour	Non-Statutory	$21.90	$22.80	$0.90	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$32.60	$33.90	$1.30	4%
Regular Hire						
Level 2 – Community Rate	Per hour	Non-Statutory	$12.10	$12.60	$0.50	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$23.10	$24.00	$0.90	4%
Stadium-All						
Casual Hire						
Weekend Surcharge	Per booking	Non-Statutory	$72.70	$75.60	$2.90	4%
Level 1 – Seniors Rate	Per 5 hour session	Non-Statutory	$53.10	$55.20	$2.10	4%
Level 2 – Community Rate	Per hour	Non-Statutory	$56.80	$59.10	$2.30	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$69.50	$72.30	$2.80	4%
Regular Hire						
Level 1 – Seniors Rate	Per 5 hour session	Non-Statutory	$44.20	$46.00	$1.80	4%
Level 2 – Community Rate	Per hour	Non-Statutory	$45.20	$47.00	$1.80	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$57.30	$59.60	$2.30	4%
Under 18 years old	Per person/hour	Non-Statutory	$2.70	$2.80	$0.10	4%
>18 years old	Per person/hour	Non-Statutory	$6.00	$6.20	$0.20	3%
Tennis Court						
Casual Hire						
Level 2 – Community Rate	Per hour	Non-Statutory	$24.20	$25.20	$1.00	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$36.20	$37.60	$1.40	4%
Regular Hire						
Level 2 – Community Rate	Per hour	Non-Statutory	$12.90	$13.40	$0.50	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$25.50	$26.50	$1.00	4%

Description of Fee or Charge	Unit of Measure	Statutory or Non-Statutory	2023/24 Fee incl GST (Rounded)	2024/25 Fee incl GST (Rounded)	Fee Increase / (Decrease)	Fee Increase / (Decrease)
WESTVALE COMMUNITY CENTRE						
Community Room Hire - double room over 40 capacity						
Level 1 – Seniors Rate	Per 5 hour session	Non-Statutory	$11.90	$12.40	$0.50	4%
Level 2 – Community Rate	Per hour	Non-Statutory	$20.10	$20.90	$0.80	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$46.80	$48.70	$1.90	4%
Community Room Hire - under 40 people capacity						
Level 1 – Seniors Rate	Per 5 hour session	Non-Statutory	$11.90	$12.40	$0.50	4%
Level 2 – Community Rate	Per hour	Non-Statutory	$13.40	$13.90	$0.50	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$37.50	$39.00	$1.50	4%
Computer Room Hire						
Level 1 – Seniors Rate	Per 5 hour session	Non-Statutory	$11.90	$12.40	$0.50	4%
Level 2 – Community Rate	Per hour	Non-Statutory	$21.40	$22.30	$0.90	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$52.20	$54.30	$2.10	4%
Community Kitchen Hire						
Level 2 – Community Rate	Per hour	Non-Statutory	$21.40	$22.30	$0.90	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$52.20	$54.30	$2.10	4%
Westvale Community Gardens						
8m x 4m Plot	Per annum	Non-Statutory	$104.90	$109.10	$4.20	4%
8m x 2.1m Plot	Per annum	Non-Statutory	$73.70	$76.60	$2.90	4%
8m x 2.5m Plot	Per annum	Non-Statutory	$73.70	$76.60	$2.90	4%
4m x 1m Plot	Per annum	Non-Statutory	$40.70	$42.30	$1.60	4%
Raised Plot – Large (3.5m x 2m)	Per annum	Non-Statutory	$56.50	$58.80	$2.30	4%
Raised Plot – Large (4m x 1m)	Per annum	Non-Statutory	$56.50	$58.80	$2.30	4%
Raised Plot – Small (2.5m x 1m)	Per annum	Non-Statutory	$33.00	$34.30	$1.30	4%
HUNT CLUB COMMUNITY AND ARTS CENTRE						
PADLEY PARK COMMUNITY GARDEN						
Community Garden Plots	Per annum	Non-statutory	$104.90	$109.10	$4.20	4%
All Rooms						
Regular Hire - under 40 people capacity						
Level 1 – Seniors Rate	Per 5 hour session	Non-Statutory	$11.90	$12.40	$0.50	4%
Level 2 – Community Rate	Per hour	Non-Statutory	$13.40	$13.90	$0.50	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$37.50	$39.00	$1.50	4%
ART EXHIBITIONS - GALLERY SPACE						
Hunt Club Community Arts Centre		Non-Statutory	10% commission on sales	10% commission on sales	n/a	n/a
KILN FIRING POTTERY STUDIO						
Bisque Firing - Medium Kiln	Per Kiln	Non-Statutory	$97.30	$101.20	$3.90	4%
Bisque Firing - Large Kiln	Per Kiln	Non-Statutory	$146.00	$151.80	$5.80	4%
Glaze Firing - Medium Kiln	Per Kiln	Non-Statutory	$97.30	$101.20	$3.90	4%
Glaze Firing - Large Kiln	Per Kiln	Non-Statutory	$146.00	$151.80	$5.80	4%
Individual Pieces - Glaze Firing	Per kilo	Non-Statutory	$12.10	$12.60	$0.50	4%
Individual Pieces - Bisque Firing	Per kilo	Non-Statutory	$12.10	$12.60	$0.50	4%
Multiple small pieces	1-4 pieces	Non-Statutory	$12.10	$12.60	$0.50	4%
Multiple small pieces	5-10 pieces	Non-Statutory	$24.30	$25.30	$1.00	4%
Multiple small pieces	11-20 pieces	Non-Statutory	$36.40	$37.90	$1.50	4%
LEISURE & COMMUNITY FACILITIES						
BRIMBANK COMMUNITY AND CIVIC CENTRE						
Meeting Rooms hire *Including the following facilities:* *Meeting Room 2.1* *Meeting Room 2.2* *Meeting Room 3.1* *Meeting Room 3.2* *Meeting Room 4.1* *Meeting Room 5.1* *Meeting Room 5.2*						
Casual Hire						
Level 1 – Seniors Rate	Per 5 hour session	Non-Statutory	$11.30	$11.80	$0.50	4%
Level 2 – Community Rate	Per hour	Non-Statutory	$22.90	$23.80	$0.90	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$45.80	$47.60	$1.80	4%
Bond	Per booking	Non-Statutory	$52.00	$52.00	$0.00	0%
Level 6 Events Space						
Bond	Per booking	Non-Statutory	$52.00	$52.00	$0.00	0%
Level 2 - Community Rate	Per hour	Non-Statutory	$75.90	$78.90	$3.00	4%
Level 3 - Standard Rate	Per hour	Non-Statutory	$94.60	$98.40	$3.80	4%

Description of Fee or Charge	Unit of Measure	Statutory or Non-Statutory	2023/24 Fee incl GST (Rounded)	2024/25 Fee incl GST (Rounded)	Fee Increase / (Decrease)	Fee Increase / (Decrease)
KEILOR COMMUNITY HUB						
Including the following facilities: *Arts & Crafts Room (Ground Floor)* *Community Program Room 1 (Ground Floor)* *Community Program Room 2 (Ground Floor)* *Community Program Room 1 & 2 (Ground Floor)* *Large Community Room (First Floor)*						
Casual Hire						
Level 1 - Seniors Rate	Per 5 hour session	Non-Statutory	$11.30	$11.80	$0.50	4%
Level 2 - Community Rate	Per hour	Non-Statutory	$22.90	$23.80	$0.90	4%
Level 3 - Standard Rate	Per hour	Non-Statutory	$45.80	$47.60	$1.80	4%
Bond	Per booking	Non-Statutory	$52.00	$52.00	$0.00	0%
Regular Hire						
Level 1 - Seniors Rate	Per 5 hour session	Non-Statutory	$11.30	$11.80	$0.50	4%
Level 2 - Community Rate	Per hour	Non-Statutory	$11.80	$12.30	$0.50	4%
Level 3 - Standard Rate	Per hour	Non-Statutory	$33.80	$35.20	$1.40	4%
HALLS AND MEETING ROOMS - UP TO 100 CAPACITY						
Includes the following facilities: *1. Albanvale Meeting Room** *2. Biggs Street Meeting Room** *3. Keilor Downs Hall - Meeting Room 2** *4. Dempster Park Hall** *5. Grantham Green Hall* *6. Glengala Hall - PAG Room** *7. Kealba Hall** *8. Keilor Park Hall* *9. Old Shire Hall - Keilor Meeting Place ** *10. Old Shire Hall - Main Hall* *11 Overnewton Gatehouse Hall* *12. Sunshine Meeting Space** *13. Taylors Lakes Hall* **Not available for function hire*						
Level 4 - Function Rate	Per hour	Non-Statutory	$33.80	$35.20	$1.40	4%
Booking Fee		Non-Statutory	$104.50	$108.70	$4.20	4%
Bond		Non-Statutory	$350.00	$350.00	$0.00	0%
Bond (additional requirements)		Non-Statutory	$1,000.00	$1,000.00	$0.00	0%
Security	Per guard per hour (minimum 4 hours)	Non-Statutory	Various as determined by contract	Various as determined by contract	Various as determined by contract	Various as determined by contract
Casual Hire						
Level 1 - Seniors Rate	Per 5 hour session	Non-Statutory	$11.30	$11.80	$0.50	4%
Level 2 - Community Rate	Per hour	Non-Statutory	$22.90	$23.80	$0.90	4%
Level 3 - Standard Rate	Per hour	Non-Statutory	$45.80	$47.60	$1.80	4%
Bond		Non-Statutory	$52.00	$52.00	$0.00	0%
Regular Hire						
Level 1 - Seniors Rate	Per 5 hour session	Non-Statutory	$11.30	$11.80	$0.50	4%
Level 2 - Community Rate	Per hour	Non-Statutory	$11.80	$12.30	$0.50	4%
Level 3 - Standard Rate	Per hour	Non-Statutory	$33.80	$35.20	$1.40	4%
HALLS AND MEETING ROOMS - OVER 100 CAPACITY						
Includes the following facilities: *1. Deer Park Hall** *2. Deer Park Senior Citizens Centre** *3. Glengala Hall* *4. Keilor Downs Hall** *5. Sassella Park Hall* *6. St Albans Senior Citizens Centre** **Not available for function hire* *Main Hall*						
Function Hire						
Level 4 - Function Rate	Per hour	Non-Statutory	$85.30	$88.70	$3.40	4%
Booking Fee		Non-Statutory	$104.50	$108.70	$4.20	4%
Bond		Non-Statutory	$540.00	$540.00	$0.00	0%
Bond (additional requirements)		Non-Statutory	$1,000.00	$1,000.00	$0.00	0%
Security	Per guard per hour (minimum 4 hours)	Non-Statutory	Various as determined by contract	Various as determined by contract	Various as determined by contract	Various as determined by contract
Casual Hire						
Level 1 - Seniors Rate	Per 5 hour session	Non-Statutory	$11.30	$11.80	$0.50	4%
Level 2 - Community Rate	Per hour	Non-Statutory	$33.80	$35.20	$1.40	4%
Level 3 - Standard Rate	Per hour	Non-Statutory	$52.50	$54.60	$2.10	4%
Bond		Non-Statutory	$52.00	$52.00	$0.00	0%
Regular Hire						
Level 1 – Seniors Rate	Per 5 hour session	Non-Statutory	$11.30	$11.80	$0.50	4%
Level 2 – Community Rate	Per hour	Non-Statutory	$21.20	$22.00	$0.80	4%
Level 3 – Standard Rate	Per hour	Non-Statutory	$52.80	$54.90	$2.10	4%
Lease & Licence		Non-Statutory	Various	Various	N/A	N/A

Description of Fee or Charge	Unit of Measure	Statutory or Non-Statutory	2023/24 Fee incl GST (Rounded)	2024/25 Fee incl GST (Rounded)	Fee Increase / (Decrease)	Fee Increase / (Decrease)
PAVILIONS						
Includes the following facilities:						
1. Arthur Beachley Pavilion						
2. Balmoral Sports Pavilion						
3. Castely Sports Pavilion						
4. Errington Pavilion						
5. Green Gully Sports Pavilion						
6. New John McLeod Pavilion						
7. Keilor Lodge Pavilion						
8. Kevin Flint Pavilion						
9. Bon Thomas Pavilion						
10. Delahey Pavilion						
11. More Park Sports Pavilion						
Casual Hire						
Level 1 - Seniors Rate	Per 5 hour session	Non-Statutory	$11.30	$11.80	$0.50	4%
Level 2 - Community Rate	Per hour	Non-Statutory	$22.90	$23.80	$0.90	4%
Level 3 - Standard Rate	Per hour	Non-Statutory	$45.80	$47.60	$1.80	4%
Bond		Non-Statutory	$52.00	$52.00	$0.00	0%
Regular Hire						
Level 1 - Seniors Rate	Per 5 hour session	Non-Statutory	$11.30	$11.80	$0.50	4%
Level 2 - Community Rate	Per hour	Non-Statutory	$11.80	$12.30	$0.50	4%
Level 3 - Standard Rate	Per hour	Non-Statutory	$33.80	$35.20	$1.40	4%
Keilor Basketball Netball Stadium						
Crèche	Per visit	Non-Statutory	$5.50	$5.80	$0.30	5%
Casual Visit	Per visit	Non-Statutory	$5.20	$5.40	$0.20	4%
Court Hire						
Peak Time Court Hire	Per Court	Non-Statutory	$49.70	$51.50	$1.80	4%
Off Peak Court Hire	Per Court	Non-Statutory	$41.00	$42.50	$1.50	4%
Community Court Hire	Per Court	Non-Statutory	$41.00	$42.50	$1.50	4%
Creche/ Multi-Purpose Room						
Community Rate (New Fee)	Per hour	Non-Statutory	$23.10	$24.00	$0.90	4%
Community Rate (New Fee)	Per hour	Non-Statutory	$34.10	$35.50	$1.40	4%
Basketball						
Daytime Basketball - Team Administration	2 seasons/year	Non-Statutory	$22.00	$22.00	$0.00	0%
Daytime Basketball – Team Sheet	Per team	Non-Statutory	$70.00	$72.00	$2.00	3%
Competition Fee						
Walkover Fee AM <48hrs	Per team	Non-Statutory	$145.20	$145.20	$0.00	0%
Walkover Fee AM >48hrs	Per team	Non-Statutory	$94.50	$94.50	$0.00	0%
Program						
Walking Football	Per person	Non-Statutory	$2.00	$2.00	$0.00	0%
SPORTING GROUP LICENCE						
Annual		Non-Statutory	Various	Various	n/a	n/a
Winter Season		Non-Statutory	Various	Various	n/a	n/a
Summer Season		Non-Statutory	Various	Various	n/a	n/a
SYNTHETIC SPORTS FIELDS						
Brimbank Schools	$Hour/Field	Non-Statutory	$31.20	$33.00	$1.80	6%
Council Temporarily Located Club	$Hour/Field	Non-Statutory	$46.80	$50.00	$3.20	7%
Brimbank Club	$Hour/Field	Non-Statutory	$77.00	$79.00	$2.00	3%
Group recognised as needing support through the Social Justice Charter	$Hour/Field	Non-Statutory	$31.20	$32.00	$0.80	3%
Commercial/ Non Brimbank Club / School	$Hour/Field	Non-Statutory	$155.20	$155.00	($0.20)	0%
Commercial/ Non Brimbank Club / School – Bond	Per Booking	Non-Statutory	$1,200.00	$1,500.00	$300.00	25%
Access to change rooms	Per Use	Non-Statutory	$21.00	$23.50	$2.50	12%
Late Key Fee	Per Day	Non-Statutory	$10.00	$10.40	$0.40	4%
CASUAL SPORTS FIELDS						
Non Brimbank School Sportsground	Per Hour	Non-Statutory	$28.10	$29.20	$1.10	4%
Non Brimbank School Access to change rooms	Per Use	Non-Statutory	$22.40	$23.30	$0.90	4%
Group recognised as needing support through the Social Justice Charter	Per Hour	Non-Statutory	$31.20	$32.40	$1.20	4%
Commercial Community Benefit - Sportsground	Per Hour	Non-Statutory	$56.20	$58.40	$2.20	4%
Commercial Community Benefit - Access to Change rooms	Per Use	Non-Statutory	$22.00	$22.90	$0.90	4%
Errington Multi Purpose Court - Community Program/Event	Per 4 Hour	Non-Statutory	$12.00	$12.50	$0.50	4%
Casual Sportsground Lighting Fee	Per Hour	Non-Statutory	$12.00	$12.50	$0.50	4%
ATHLETICS TRACK						
Brimbank School	Per event	Non-Statutory	$425.00	$450.00	$25.00	6%
Non Brimbank School	Per event	Non-Statutory	$530.00	$555.00	$25.00	5%
Non School Group	Per hour	Non-Statutory	$630.00	$665.00	$35.00	6%
Brimbank Club/School Training	Per hour	Non-Statutory	$59.30	$62.00	$2.70	5%
Non Brimbank Club/School Training	Per hour	Non-Statutory	$73.80	$75.00	$1.20	2%
Personal Trainer/Coach	Per hour	Non-Statutory	$88.40	$91.90	$3.50	4%
Non-Brimbank User Bond	Per booking	Non-Statutory	$1,200.00	$1,248.00	$48.00	4%

Description of Fee or Charge LEISURE SERVICES - SUNSHINE LEISURE CENTRE	Unit of Measure	Statutory or Non-Statutory	2023/24 Fee incl GST (Rounded)	2024/25 Fee incl GST (Rounded)	Fee Increase / (Decrease)	Fee Increase / (Decrease)
NON-MEMBERS						
Swim						
Adult	Per person	Non-Statutory	$7.50	$7.80	$0.30	4%
Child (5-15 years)	Per person	Non-Statutory	$5.60	$5.80	$0.20	4%
Concession/Student Card Holder	Per person	Non-Statutory	$6.00	$6.20	$0.20	3%
Family	2 adults & 3 children	Non-Statutory	$19.60	$20.40	$0.80	4%
Adult Multi Swim Card	10 Sessions	Non-Statutory	$67.50	$70.20	$2.70	4%
Adult Multi Swim Card	20 Sessions	Non-Statutory	$135.00	$140.40	$5.40	4%
Concession/Student Multi Swim Card	10 Sessions	Non-Statutory	$56.70	$59.00	$2.30	4%
Concession/Student Multi Swim Card	20 Sessions	Non-Statutory	$113.40	$117.90	$4.50	4%
Child Multi Swim Card	10 Sessions	Non-Statutory	$53.10	$55.20	$2.10	4%
Child Multi Swim Card	20 Sessions	Non-Statutory	$106.20	$110.40	$4.20	4%
Swim/Steam/Spa						
Adult	Per person	Non-Statutory	$12.40	$12.90	$0.50	4%
Concession/Student Card holder	Per person	Non-Statutory	$9.90	$10.30	$0.40	4%
Multi Swim/Steam/Spa Card – Adult	10 Sessions	Non-Statutory	$111.60	$116.10	$4.50	4%
Multi Swim/Steam/Spa Card – Adult	20 Sessions	Non-Statutory	$223.20	$232.10	$8.90	4%
Multi Swim/Steam/Spa Card – Concession/Student	10 Sessions	Non-Statutory	$94.50	$98.30	$3.80	4%
Multi Swim/Steam/Spa Card – Concession/Student	20 Sessions	Non-Statutory	$189.10	$196.70	$7.60	4%
Swimming Lessons						
Swimming Lessons, per class during school term (Discount scale applies to families with 2 or more children enrolled)	Per person	Non-Statutory	$16.30	$17.30	$1.00	6%
Swimming Lessons, per class during school term (Discount scale applies to families with 2 or more children enrolled) - Concession	Per person	Non-Statutory	$13.90	$13.90	$0.00	0%
Squad. 10 week school term 1 session per week only	Per person	Non-Statutory	$16.30	$17.30	$1.00	6%
Private Swim lessons						
For Specific Needs (1 session) - DD	Per person	Non-Statutory	$38.90	$41.40	$2.50	6%
Concession Card Holder (1 session) - DD	Per person	Non-Statutory	$33.10	$33.10	$0.00	0%
Semi Private Swim Lessons						
10 week school term (1 session)	Per person	Non-Statutory	$29.20	$31.00	$1.80	6%
Concession - 10 week school term (1 session)	Per person	Non-Statutory	$24.80	$24.80	$0.00	0%
Pool Hire						
Lane hire – includes up to 10 swim entries	Per lane/hour	Non-Statutory	$73.50	$76.40	$2.90	4%
Whole pool – up to 100 swimmers	Per hour	Non-Statutory	$227.10	$236.20	$9.10	4%
Aquatic Facility Hire – Sunshine						
Additional Lifeguard Fee	Per person/hour	Non-Statutory	$59.00	$61.40	$2.40	4%
Pool Inflatable Hire	Per hour- 2 hrs minimum	Non-Statutory	$245.60	$255.40	$9.80	4%
School and Group Programs						
Swim instructor/lessons ratio 1 : 6 - 30min lesson	Per Person	Non-Statutory	$11.60	$12.10	$0.50	4%
Swim instructor/lessons ratio 1 : 8 - 30min lesson	Per Person	Non-Statutory	$9.40	$9.80	$0.40	4%
Swim instructor/lessons ratio 1 : 10 - 30min lesson	Per Person	Non-Statutory	$8.20	$8.50	$0.30	4%
Swim instructor/lessons ratio 1 : 6 - 45min lesson	Per Person	Non-Statutory	$14.00	$14.60	$0.60	4%
Swim instructor/lessons ratio 1 : 8 - 45min lesson	Per Person	Non-Statutory	$12.30	$12.80	$0.50	4%
Swim instructor/lessons ratio 1 : 10 - 45min lesson	Per Person	Non-Statutory	$10.60	$11.00	$0.40	4%
School/Junior sport club fitness session, group fitness or aqua class (max 15 gym, 25 class)	Per session	Non-Statutory	$158.10	$164.40	$6.30	4%
Senior sport club fitness session, group fitness or aqua class (max 15 gym, 25 class) *(new fee structure)*	Per session	Non-Statutory	$215.50	$224.10	$8.60	4%
Attendant support Initiative Program	per hour	Non-Statutory	$40.00	$40.00	NA	N/A
Gym						
Casual visit (including pool) - Adult	Per session	Non-Statutory	$13.80	$14.40	$0.60	4%
Personal training - 1 visit pass (30min member)	Per session	Non-Statutory	$45.00	$46.80	$1.80	4%
Personal training - 5 visit pass (30min member)	Per 5 sessions	Non-Statutory	$210.00	$218.40	$8.40	4%
Personal training - 10 visit pass (30min member)	Per 10 sessions	Non-Statutory	$400.00	$416.00	$16.00	4%
Personal training - 1 visit pass (60min member)	Per session	Non-Statutory	$70.00	$72.80	$2.80	4%
Personal training - 5 visit pass (60min member)	Per 5 sessions	Non-Statutory	$320.00	$332.80	$12.80	4%

Description of Fee or Charge	Unit of Measure	Statutory or Non-Statutory	2023/24 Fee incl GST (Rounded)	2024/25 Fee incl GST (Rounded)	Fee Increase / (Decrease)	Fee Increase / (Decrease)
Personal training - 10 visit pass (60min member)	Per 10 sessions	Non-Statutory	$600.00	$624.00	$24.00	4%
Personal training - 1 visit pass (30min non-member)	Per session	Non-Statutory	$54.00	$56.20	$2.20	4%
Personal training - 5 visit pass (30min non-member)	Per 5 sessions	Non-Statutory	$250.00	$260.00	$10.00	4%
Personal training - 10 visit pass (30min non-member)	Per 10 sessions	Non-Statutory	$480.00	$499.20	$19.20	4%
Personal training - 1 visit pass (60min non Member)	Per session	Non-Statutory	$82.00	$85.30	$3.30	4%
Personal training - 5 visit pass (60min non Member)	Per 5 sessions	Non-Statutory	$370.00	$384.80	$14.80	4%
Personal training - 10 visit pass(60min non Member)	Per 10 sessions	Non-Statutory	$700.00	$728.00	$28.00	4%
Group Fitness Classes (Includes Aqua Aerobics)						
Per Class	Per Class	Non-Statutory	$18.20	$18.90	$0.70	4%
Per Class Concession/Student	Per Class	Non-Statutory	$15.50	$16.10	$0.60	4%
10 session card	Per 10 session	Non-Statutory	$163.80	$170.40	$6.60	4%
10 session card Concession/Student	Per 10 session	Non-Statutory	$139.50	$145.10	$5.60	4%
Room Hire						
Level 2 (Community Not for Profit Groups)	Per hour	Non-Statutory	$23.10	$24.00	$0.90	4%
Level 3 (Community For Profit Groups)	Per hour	Non-Statutory	$34.10	$35.50	$1.40	4%
Tenant partner room hire (50% discount)	per hour		$17.10	$17.80	$0.70	4%
Daily Rate	Per Day	Non-Statutory	$231.10	$240.30	$9.20	4%
Casual Liability Cover	Per session	Non-Statutory	$25.50	$26.50	$1.00	4%
NEW MEMBERS						
Fortnightly Direct Debit Payment						
Joining Fee - applies to all Memberships - One off payment required on joining.						
Adult	One off payment	Non-Statutory	$59.80	$59.80	$0.00	0%
Concession/Senior	One off payment	Non-Statutory	$49.00	$49.00	$0.00	0%
Full Access Membership; Gym and Swim – Minimum 3 months ongoing.						
Adult - Includes 24 Hour Access Gym	Fortnightly	Non-Statutory	$42.60	$44.30	$1.70	4%
Concession - Includes 24 Hour Access Gym	Fortnightly	Non-Statutory	$34.10	$35.50	$1.40	4%
Youth	Fortnightly	Non-Statutory	$21.30	$22.20	$0.90	4%
Term Sunshine Leisure Centre	Annual	Non-Statutory	$1,107.60	$1,151.90	$44.30	4%
Term Sunshine Leisure Centre Concession	Annual	Non-Statutory	$886.60	$922.10	$35.50	4%
Term Sunshine Leisure Centre Youth	Annual	Non-Statutory	$553.80	$576.00	$22.20	4%
Aqua Membership - Full Aquatic Access at both centre Minimum 3 months ongoing						
Adult	Fortnightly	Non-Statutory	$29.20	$30.40	$1.20	4%
Concession	Fortnightly	Non-Statutory	$23.35	$24.30	$0.95	4%
Youth	Fortnightly	Non-Statutory	$14.60	$15.20	$0.60	4%
Term Aquatic 12 month	Annual	Non-Statutory	$759.20	$789.60	$30.40	4%
Term Aquatic Concession 12 month	Annual	Non-Statutory	$759.20	$789.60	$30.40	4%
Term Aquatic Senior 12 month	Annual	Non-Statutory	$607.36	$631.70	$24.34	4%
Term Aquatic Youth 12 month	Annual	Non-Statutory	$379.60	$394.80	$15.20	4%
Leisure Services - Brimbank Aquatic and Wellness Centre						
NON-MEMBERS						
Swim						
Adult	Per person	Non-Statutory	$8.20	$8.50	$0.30	4%
Child (5-15 years)	Per person	Non-Statutory	$6.15	$6.40	$0.25	4%
Concession/Student Card Holder	Per person	Non-Statutory	$6.55	$6.80	$0.25	4%
Family	2 adults & 3 children	Non-Statutory	$21.50	$22.40	$0.90	4%
Adult Multi Swim Card	10 Sessions	Non-Statutory	$73.80	$76.80	$3.00	4%
Adult Multi Swim Card	20 Sessions	Non-Statutory	$147.60	$153.50	$5.90	4%
Concession/Student Multi Swim Card	10 Sessions	Non-Statutory	$62.10	$64.60	$2.50	4%
Concession/Student Multi Swim Card	20 Sessions	Non-Statutory	$124.20	$129.20	$5.00	4%
Child Multi Swim Card	10 Sessions	Non-Statutory	$58.50	$60.80	$2.30	4%
Child Multi Swim Card	20 Sessions	Non-Statutory	$117.00	$121.70	$4.70	4%

Description of Fee or Charge	Unit of Measure	Statutory or Non-Statutory	2023/24 Fee incl GST (Rounded)	2024/25 Fee incl GST (Rounded)	Fee Increase / (Decrease)	Fee Increase / (Decrease)
Swim/Steam/Spa						
Adult	Per person	Non-Statutory	$14.00	$14.60	$0.60	4%
Concession/Student Card holder	Per person	Non-Statutory	$10.90	$11.30	$0.40	4%
Multi Swim/Steam/Spa Card – Adult	10 Sessions	Non-Statutory	$126.00	$131.00	$5.00	4%
Multi Swim/Steam/Spa Card – Adult	20 Sessions	Non-Statutory	$252.00	$262.10	$10.10	4%
Multi Swim/Steam/Spa Card – Concession/Student	10 Sessions	Non-Statutory	$98.10	$102.00	$3.90	4%
Multi Swim/Steam/Spa Card – Concession/Student	20 Sessions	Non-Statutory	$196.20	$204.00	$7.80	4%
Waterslides						
Adult waterslide	Per person	Non-Statutory	$17.60	$18.30	$0.70	4%
Child waterslide(5-15 years)	Per person	Non-Statutory	$13.20	$13.70	$0.50	4%
Concession waterslide	Per person	Non-Statutory	$14.10	$14.70	$0.60	4%
Family waterslide	2 adults & 3 children	Non-Statutory	$46.20	$48.00	$1.80	4%
Adult waterslide add-on	Per person	Non-Statutory	$9.40	$9.80	$0.40	4%
Child waterslide(5-15 years) add-on	Per person	Non-Statutory	$7.05	$7.30	$0.25	4%
Concession waterslide add-on	Per person	Non-Statutory	$7.55	$7.90	$0.35	5%
Family waterslide add-on	2 adults & 3 children	Non-Statutory	$24.70	$25.70	$1.00	4%
Swimming Lessons						
Swimming Lessons, per class during school term (Discount scale applies to families with 2 or more children enrolled)	Per person	Non-Statutory	$16.30	$17.30	$1.00	6%
Swimming Lessons, per class during school term (Discount scale applies to families with 2 or more children enrolled) - Concession	Per person	Non-Statutory	$13.90	$13.90	$0.00	0%
Squad. 1 session per week only	Per person	Non-Statutory	$16.30	$17.30	$1.00	6%
Private Swim lessons						
For Specific Needs (1 session) - DD	Per person	Non-Statutory	$38.90	$41.40	$2.50	6%
Concession Card Holder (1 session) - DD	Per person	Non-Statutory	$33.10	$33.10	$0.00	0%
Semi Private Swim Lessons						
10 week school term (1 session)	Per person	Non-Statutory	$29.20	$31.00	$1.80	6%
Concession - 10 week school term (1 session)	Per person	Non-Statutory	$24.80	$24.80	$0.00	0%
Pool Hire						
Lane hire - 25m pool	Per lane/hour	Non-Statutory	$79.50	$82.70	$3.20	4%
Lane hire - 50m pool	Per lane/hour	Non-Statutory	$79.50	$82.70	$3.20	4%
Whole pool – 50m pool	Per hour	Non-Statutory	$368.30	$383.00	$14.70	4%
Warm water pool	Per hour	Non-Statutory	$108.20	$112.50	$4.30	4%
Aquatic Facility Hire – St Albans (BAWC)						
Additional Staff Fee - deck supervisor	Per person/hour	Non-Statutory	$59.00	$61.40	$2.40	4%
Pool Inflatable Hire	Per hour- 2 hrs minimum	Non-Statutory	$245.60	$255.40	$9.80	4%
School and Group Programs						
Swim instructor/lessons ratio 1 : 6 - 30min lesson	Per Person	Non-Statutory	$11.60	$12.10	$0.50	4%
Swim instructor/lessons ratio 1 : 8 - 30min lesson	Per Person	Non-Statutory	$9.40	$9.80	$0.40	4%
Swim instructor/lessons ratio 1 : 10 - 30min lesson	Per Person	Non-Statutory	$8.20	$8.50	$0.30	4%
Swim instructor/lessons ratio 1 : 6 - 45min lesson	Per Person	Non-Statutory	$14.00	$14.60	$0.60	4%
Swim instructor/lessons ratio 1 : 8 - 45min lesson	Per Person	Non-Statutory	$12.30	$12.80	$0.50	4%
Swim instructor/lessons ratio 1 : 10 - 45min lesson	Per Person	Non-Statutory	$10.60	$11.00	$0.40	4%
School/Junior sport club fitness session, group fitness or aqua class (max 15 gym, 25 class)	Per session	Non-Statutory	$158.10	$164.40	$6.30	4%
Senior sport club fitness session, group fitness or aqua class (max 15 gym, 25 class) *(new fee structure)*	Per session	Non-Statutory	$215.50	$224.10	$8.60	4%
Gym						
Casual visit (including pool) - Adult	Per session	Non-Statutory	$20.00	$20.80	$0.80	4%
Casual visit (including pool) - concession	Per session	Non-Statutory	$15.90	$16.50	$0.60	4%
Personal training - 1 visit pass (30min member)	Per session	Non-Statutory	$45.00	$46.80	$1.80	4%
Personal training - 5 visit pass (30min member)	Per 5 sessions	Non-Statutory	$210.00	$218.40	$8.40	4%
Personal training - 10 visit pass (30min member)	Per 10 sessions	Non-Statutory	$400.00	$416.00	$16.00	4%
Personal training - 1 visit pass (60min member)	Per session	Non-Statutory	$70.00	$72.80	$2.80	4%
Personal training - 5 visit pass (60min member)	Per 5 sessions	Non-Statutory	$320.00	$332.80	$12.80	4%

Description of Fee or Charge	Unit of Measure	Statutory or Non-Statutory	2023/24 Fee incl GST (Rounded)	2024/25 Fee incl GST (Rounded)	Fee Increase / (Decrease)	Fee Increase / (Decrease)
Personal training - 10 visit pass (60min member)	Per 10 sessions	Non-Statutory	$600.00	$624.00	$24.00	4%
Personal training - 1 visit pass (30min non-member)	Per session	Non-Statutory	$54.00	$56.20	$2.20	4%
Personal training - 5 visit pass (30min non-member)	Per 5 sessions	Non-Statutory	$250.00	$260.00	$10.00	4%
Personal training - 10 visit pass (30min non-member)	Per 10 sessions	Non-Statutory	$480.00	$499.20	$19.20	4%
Personal training - 1 visit pass (60min non Member)	Per session	Non-Statutory	$82.00	$85.30	$3.30	4%
Personal training - 5 visit pass (60min non Member)	Per 5 sessions	Non-Statutory	$370.00	$384.80	$14.80	4%
Personal training - 10 visit pass(60min non Member)	Per 10 sessions	Non-Statutory	$700.00	$728.00	$28.00	4%
Group Fitness Classes (Includes Aqua Aerobics)						
Per Class	Per Class	Non-Statutory	$20.00	$20.80	$0.80	4%
Per Class Concession/Student	Per Class	Non-Statutory	$15.90	$16.50	$0.60	4%
10 session card	Per 10 session	Non-Statutory	$180.00	$187.20	$7.20	4%
10 session card Concession/Student	Per 10 session	Non-Statutory	$143.10	$148.80	$5.70	4%
Premium Group Fitness Class	Per Class	Non-Statutory	$36.40	$37.90	$1.50	4%
Premium Group Fitness Class Concession	Per Class	Non-Statutory	$29.10	$30.30	$1.20	4%
Premium Group Fitness Class Youth (13-17)	Per Class	Non-Statutory	$18.20	$18.90	$0.70	4%
Children Programs						
Crèche - Per session	Per child	Non-Statutory	$6.00	$6.20	$0.20	3%
Crèche - 10 session card	Per child	Non-Statutory	$54.60	$56.80	$2.20	4%
Crèche - 20 session card	Per child	Non-Statutory	$109.30	$113.70	$4.40	4%
Crèche - Cancellation Fee less than 24hrs notice		Non-Statutory	$6.00	$6.20	$0.20	3%
Occasional Care - centre user	Per hour	Non-Statutory	$12.10	$12.60	$0.50	4%
Occasional Care	Per hour	Non-Statutory	$17.80	$18.50	$0.70	4%
Occasional Care - second child	Per hour	Non-Statutory	$12.10	$12.60	$0.50	4%
Room Hire						
Level 2 (Community Not for Profit Groups)	Per hour	Non-Statutory	$23.10	$24.00	$0.90	4%
Level 3 (Community For Profit Groups)	Per hour	Non-Statutory	$34.10	$35.50	$1.40	4%
Daily Rate	Per Day	Non-Statutory	$231.10	$240.30	$9.20	4%
Casual Liability Cover	Per session	Non-Statutory	$25.50	$26.50	$1.00	4%
Fortnightly Direct Debit Payment						
Joining Fee - applies to all Memberships - One off payment required on joining.						
Adult	One off payment	Non-Statutory	$59.80	$59.80	$0.00	0%
Concession	One off payment	Non-Statutory	$49.00	$49.00	$0.00	0%
Full Access Membership; Gym and Swim – Minimum 3 months ongoing.						
Brimbank Leisure Premium	Fortnightly	Non-Statutory	$88.65	$88.70	$0.05	0%
Brimbank Leisure Premium Concession	Fortnightly	Non-Statutory	$70.90	$70.90	$0.00	0%
Brimbank Leisure Premium Youth	Fortnightly	Non-Statutory	$44.30	$44.30	$0.00	0%
Brimbank Leisure	Fortnightly	Non-Statutory	$44.30	$46.10	$1.80	4%
Brimbank Leisure Concession	Fortnightly	Non-Statutory	$35.46	$36.90	$1.44	4%
Brimbank Leisure Youth	Fortnightly	Non-Statutory	$22.15	$23.00	$0.85	4%
Premium Term	Annual	Non-Statutory	$2,397.10	$2,493.00	$95.90	4%
Premium Concession Term	Annual	Non-Statutory	$1,917.66	$1,994.40	$76.74	4%
Premium Youth Term	Annual	Non-Statutory	$1,198.55	$1,246.50	$47.95	4%
Term Brimbank Leisure	Annual	Non-Statutory	$1,318.20	$1,370.90	$52.70	4%
Term Brimbank Leisure Concession	Annual	Non-Statutory	$1,054.56	$1,096.70	$42.14	4%
Term Brimbank Leisure Youth	Annual	Non-Statutory	$659.10	$685.50	$26.40	4%
Aqua Membership - Full Aquatic Access at both centre Minimum 3 months ongoing						
Adult	Fortnightly	Non-Statutory	$30.35	$31.60	$1.25	4%
Concession	Fortnightly	Non-Statutory	$25.30	$26.30	$1.00	4%
Youth	Fortnightly	Non-Statutory	$15.20	$15.80	$0.60	4%
Term Aquatic 12 month	Annual	Non-Statutory	$789.60	$821.20	$31.60	4%
Term Aquatic Concession 12 month	Annual	Non-Statutory	$631.40	$656.70	$25.30	4%
Term Aquatic Youth 12 month	Annual	Non-Statutory	$394.80	$410.60	$15.80	4%
Leisure Services - Keilor Public Golf Course						
Golf rounds - over the counter						
Adult 9 holes - weekday	per session	Non-Statutory	$25.90	$26.90	$1.00	4%
Pensioner/Junior 9 holes - weekday	per session	Non-Statutory	$17.20	$17.90	$0.70	4%
Seniors card 9 holes - weekday	per session	Non-Statutory	$22.60	$23.50	$0.90	4%
Adult 9 holes - Weekend	per session	Non-Statutory	$27.60	$28.70	$1.10	4%
Adult 18 holes - weekday	per session	Non-Statutory	$31.30	$32.60	$1.30	4%
Pensioner/Junior 18 holes - weekday	per session	Non-Statutory	$20.40	$21.20	$0.80	4%
Seniors card 18 holes - weekday	per session	Non-Statutory	$29.10	$30.30	$1.20	4%
Adult 18 holes - Weekend	per session	Non-Statutory	$34.80	$36.20	$1.40	4%

Description of Fee or Charge	Unit of Measure	Statutory or Non-Statutory	2023/24 Fee incl GST (Rounded)	2024/25 Fee incl GST (Rounded)	Fee Increase / (Decrease)	Fee Increase / (Decrease)
Golf rounds - online booking						
Adult 9 holes - weekday	per session	Non-Statutory	$22.75	$23.70	$0.95	4%
Pensioner/Junior 9 holes - weekday	per session	Non-Statutory	$15.46	$16.10	$0.64	4%
Seniors card 9 holes - weekday	per session	Non-Statutory	$20.06	$20.90	$0.84	4%
Adult 9 holes - Weekend	per session	Non-Statutory	$22.75	$23.70	$0.95	4%
Adult 18 holes - weekday	per session	Non-Statutory	$28.51	$29.70	$1.19	4%
Pensioner/Junior 18 holes - weekday	per session	Non-Statutory	$17.95	$18.70	$0.75	4%
Seniors card 18 holes - weekday	per session	Non-Statutory	$26.30	$27.40	$1.10	4%
Adult 18 holes - Weekend	per session	Non-Statutory	$30.43	$31.60	$1.17	4%
Driving Range						
25 balls	Per bucket	Non-Statutory	$6.72	$7.00	$0.28	4%
60 balls	Per bucket	Non-Statutory	$14.02	$14.60	$0.58	4%
110 balls	Per bucket	Non-Statutory	$19.01	$19.80	$0.79	4%
Hire equipment						
Golf cart - 9 holes	per session	Non-Statutory	$26.00	$30.00	$4.00	15%
Golf cart - 18 holes	per session	Non-Statutory	$41.60	$45.00	$3.40	8%
Golf cart (snrs/Pens) - 9 holes	per session	Non-Statutory	$15.60	$15.60	$0.00	0%
Golf cart (snrs/Pens) - 18 holes	per session	Non-Statutory	$26.00	$26.00	$0.00	0%
Pull buggy	per session	Non-Statutory	$5.20	$5.00	($0.20)	-4%
Club hire (9 holes)	per session	Non-Statutory	$15.60	$20.00	$4.40	28%
Club hire (18 holes)	per session	Non-Statutory	$26.00	$20.00	($6.00)	-23%
Memberships - DIRECT DEBIT						
5-day membership	Fortnightly	Non-Statutory	$17.20	$17.90	$0.70	4%
7-day membership	Fortnightly	Non-Statutory	$24.40	$25.40	$1.00	4%
7-day membership (under 30s)	Fortnightly	Non-Statutory	$20.80	$21.60	$0.80	4%
Joining fee (under 30s only)	One off payment	Non-Statutory	$124.80	$129.80	$5.00	4%
Memberships - 12 month upfront						
5-day membership	Annual	Non-Statutory	$894.40	$930.20	$35.80	4%
7-day membership	Annual	Non-Statutory	$1,268.80	$1,319.60	$50.80	4%
7-day membership (under 30s)	Annual	Non-Statutory	$1,081.60	$1,124.90	$43.30	4%
Joining fee (under 30s only)	One off payment	Non-Statutory	$124.80	$129.80	$5.00	4%
Driving Range membership	Annual	Non-Statutory	$104.00	$108.20	$4.20	4%
WASTE SERVICES						
Domestic Service						
Supply of second 240 litre Recyclable Bin		Non-Statutory	$99.40	$103.40	$4.00	4%
Delivery charge for second Recyclable Bin		Non-Statutory	$26.90	$28.00	$1.10	4%
Additional hard waste collections tipping fee (included as part of total user pays cost of service $60.00		Non-Statutory	$15.70	$16.30	$0.60	4%
STATUTORY PLANNING						
Advertising						
Advertising (including up to 20 notices)		Non-Statutory	$256.90	$267.20	$10.30	4%
Advertising – each additional notice over 20	Per notice	Non-Statutory	$8.80	$9.20	$0.40	5%
Advertising – preparation and erection of first sign on site	One sign	Non-Statutory	$190.30	$197.90	$7.60	4%
Advertising – preparation and erection of additional signs on site	Per sign	Non-Statutory	$47.80	$49.70	$1.90	4%
Advertising - supply of sign for applicant to erect onsite	Per sign	Non-Statutory	N/A	$33.00	$33.00	100%
Extension of time to planning permit - Vicsmart application	Per application	Non-Statutory	$324.50	$500.00	$175.50	54%
Extension of time to planning permit - where cost of development is up to $250,000	Per application	Non-Statutory	$324.50	$1,000.00	$675.50	208%
Extension of time to planning permit - where cost of development is between $250,001 and $1,000,000	Per application	Non-Statutory	$324.50	$1,500.00	$1,175.50	362%
Extension of time to planning permit - where cost of development is over $1,000,000	Per application	Non-Statutory	$324.50	$3,000.00	$2,675.50	824%
Condition 1 plans assessment - for each subsequent assessment	Per lodgement	Non-Statutory	NA	$330.00	$330.00	100%
Secondary consent - where cost of development is up to $250,000	Per application	Non-Statutory	$915.20	$500.00	($415.20)	-45%
Secondary consent - where cost of development is between $250,001 and $1,000,000	Per application	Non-Statutory	$915.20	$1,000.00	$84.80	9%
Secondary consent - where cost of development is over $1,000,000	Per application	Non-Statutory	$915.20	$1,660.00	$744.80	81%
General Enquiries						
Written advice on planning controls - residential	Per specific site	Non-Statutory	$194.50	$200.00	$5.50	3%
Written advice on planning controls – commercial	Per specific site	Non-Statutory	$238.20	$250.00	$11.80	5%
Copy of permit/endorsed plans - cost for up to 3 permits. Additional fees apply for additional permits.	Per specific site	Non-Statutory	$220.00	$228.80	$8.80	4%
Section 29A report and consent for demolition	5.7 fee units	Statutory	$91.40	$93.90	$2.50	3%
Withdrawal of Application						
Withdrawal of application when no work undertaken		Non-Statutory	½ refund	½ refund	n/a	n/a
Withdrawal of application after request for further information given or advertising commenced		Non-Statutory	No refund	No refund	n/a	n/a
Withdrawal of planning information request, demolition request or extension of time request - before response is provided	Per application	Non-Statutory	½ refund	1/2 refund	n/a	n/a
Withdrawal of planning information request, demolition request or extension of time request - after response is provided	Per application	Non-Statutory	No refund	No refund	n/a	n/a
Pre-application Meetings						
First pre-application meeting relating to a particular site plus one follow-up meeting - residential up to 2 dwellings	Per meeting	Non-Statutory	No fee for First pre-application Meeting	$280.00	$280.00	100%
First pre-application meeting relating to a particular site plus one follow-up meeting - residential 3 to 9 dwellings	Per meeting	Non-Statutory	No fee for First pre-application Meeting	$550.00	$550.00	100%
First pre-application meeting relating to a particular site plus one follow-up meeting - non-residential and residential for 10+ dwellings	Per meeting	Non-Statutory	No fee for First pre-application Meeting	$800.00	$800.00	100%

Description of Fee or Charge	Unit of Measure	Statutory or Non-Statutory	2023/24 Fee incl GST (Rounded)	2024/25 Fee incl GST (Rounded)	Fee Increase / (Decrease)	Fee Increase / (Decrease)
Valuations						
Valuation for public open space contribution purposes - first valuation	Per valuation	Non-statutory	Free	Free	n/a	n/a
Valuation for public open space contribution purposes - second or subsequent valuation	Per valuation	Non-statutory	Actual Cost	Actual cost plus $180.00 admin fee	n/a	n/a
Subdivision inspections						
Second inspection if it is determined that the works have not been satisfactorily undertaken on the first inspection		Non-Statutory	$135.20	$140.60	$5.40	4%
Landscaping inspections						
Second inspection if it is determined that the landscaping has not been satisfactorily undertaken on the first inspection.		Non-Statutory	10% of the bond amount	10% of the bond amount	n/a	n/a
Construction Environment Management Plans (CEMP)						
Assessment of CEMP – residential under 3 storeys. Includes pre-start inspection	Per site	Non-Statutory	$468.00	$486.70	$18.70	4%
Assessment of CEMP – residential 3+ storeys and all commercial/industrial. Includes pre-start inspection	Per site	Non-Statutory	$988.00	$1,027.50	$39.50	4%
Pre-application meeting for CEMP applications	Per site	Non-Statutory	$130.00	$135.20	$5.20	4%
Application fee for temporary amendment to hours of works approved under CEMP	Per application	Non-Statutory	$130.00	$135.20	$5.20	4%
Application to amend CEMP (other than for temporary change of hours of works)	Per application	Non-Statutory	$468.00	$486.70	$18.70	4%
Daily fee for approved "Out of Hours" works under a CEMP	Per day	Non-Statutory	$130.00	$135.20	$5.20	4%
Fast Track application fee for temporary amendment to CEMP	Per application	Non-Statutory	$260.00	$270.40	$10.40	4%
Retrospective applications						
Additional fee above statutory fee for processing retrospective applications or applications that are the result of compliance action	Per application	Non-Statutory	NA	$300.00	$300.00	100%
Preparation of Section 173 Agreements						
Preparation of Section 173 Agreements	Per Agreement	Non-Statutory	Actual legal cost	Actual legal cost plus $180.00 admin fee		
Peer review of Section 173 Agreement not prepared by Council's appointed lawyers	Per Agreement	Non-Statutory	Actual legal cost	Actual legal cost plus $180.00 admin fee		
BUILDING SERVICES						
Commercial Permit Fee Structure (unless otherwise quoted or determined in accordance with the Council policy)						
Additional fee for applications outside of Brimbank		Non-Statutory	$135.00	$140.40	$5.40	4%
Building permit fee for Class 10 structures						
Carports, verandahs, pergolas and decks up to $16,000 - includes two mandatory inspections	Registered practitioner	Non-Statutory	NA	$880.00	$880.00	100%
Carports, verandahs, pergolas and decks up to $16,000 - includes two mandatory inspections	Owner-Builder	Non-Statutory	NA	$990.00	$990.00	100%
Fences, masts, poles, post, signs up to $16,000 - includes two mandatory inspections	Registered practitioner	Non-Statutory	NA	$770.00	$770.00	100%
Fences, masts, poles, post, signs up to $16,000 - includes two mandatory inspections	Owner-Builder	Non-Statutory	NA	$880.00	$880.00	100%
Sheds and non-brick garages up to $16,000 - includes two mandatory inspections	Registered practitioner	Non-Statutory	NA	$1,100.00	$1,100.00	100%
Sheds and non-brick garages up to $16,000 - includes two mandatory inspections	Owner-Builder	Non-Statutory	NA	$1,320.00	$1,320.00	100%
Sheds and non-brick garages from $16,000 to $30,000 - includes two mandatory inspections	Registered practitioner	Non-Statutory	NA	$1,540.00	$1,540.00	100%
Sheds and non-brick garages from $16,000 to $30,000 - includes two mandatory inspections	Owner-Builder	Non-Statutory	NA	$1,870.00	$1,870.00	100%
Brick garages up to $40,000 - includes two mandatory inspections	Registered practitioner	Non-Statutory	NA	$2,440.00	$2,440.00	100%
Brick garages up to $40,000 - includes two mandatory inspections	Owner-Builder	Non-Statutory	NA	$2,750.00	$2,750.00	100%
Building Permit fee for Class 1a dwelling, alterations and additions						
Small alterations not increasing floor area - up to $25,000 - includes two mandatory inspections. Additional fee applies for footing inspection.	Registered practitioner	Non-Statutory	NA	$1,540.00	$1,540.00	100%
Small alterations not increasing floor area - up to $25,000 - includes two mandatory inspections. Additional fee applies for footing inspection.	Owner-Builder	Non-Statutory	NA	$1,870.00	$1,870.00	100%
Small additions single storey - up to $50,000 - includes three mandatory inspections.	Registered practitioner	Non-Statutory	NA	$2,970.00	$2,970.00	100%
Small additions single storey - up to $50,000 - includes three mandatory inspections.	Owner-Builder	Non-Statutory	NA	$3,300.00	$3,300.00	100%
Any work outside of this fee structure will require price upon application – complexity review required		Non-Statutory	NA	Price upon application	n/a	n/a
Additional fee - Fire Engineering/or design for Applications where the drawings indicate non compliance with the National Construction Code Deemed to Satisfy Provisions. For more than 2 units the fee is 1.5X.	Per DTS performance clause	Non-Statutory	$175.40	$182.40	$7.00	4%
Additional fee- to include a swimming pool		Non-Statutory	$409.40	$425.80	$16.40	4%
Building permit fee for new Class 1 buildings						
Small single unit up to $280,000 - includes four mandatory inspections	Registered practitioner	Non-Statutory	NA	$3,960.00	$3,960.00	100%
Small single unit up to $280,000 - includes four mandatory inspections	Owner-Builder	Non-Statutory	NA	$4,400.00	$4,400.00	100%
New single dwelling – flat block of land up to $400,000 - includes four mandatory inspections	Registered practitioner	Non-Statutory	NA	$3,960.00	$3,960.00	100%
New single dwelling – flat block of land up to $400,000 - includes four mandatory inspections	Owner-Builder	Non-Statutory	NA	$4,400.00	$4,400.00	100%
Any work outside of this fee structure (including multi unit developments) will require price upon application – complexity review required			NA	By Quotation	n/a	n/a
Additional fee- to include a swimming pool		Non-Statutory	$409.40	$425.80	$16.40	4%
Additional fee - Fire Engineering/or design for Applications where the drawings indicate non compliance with the National Construction Code Deemed to Satisfy Provisions. For more than 2 units the fee is 1.5X.	Per DTS performance clause	Non-Statutory	$175.40	$182.40	$7.00	4%

Description of Fee or Charge	Unit of Measure	Statutory or Non-Statutory	2023/24 Fee incl GST (Rounded)	2024/25 Fee incl GST (Rounded)	Fee Increase / (Decrease)	Fee Increase / (Decrease)
Building Permit fee for Class 1b boarding houses (includes mandatory Inspections listed on the building permit)						
Class 1B Boarding house - single storey	Per Application	Non-Statutory	Apply class 1a fee schedule + $526.40 Minimum fee to be applied is $1345.30	Apply class 1a fee schedule + $547.50 Minimum fee to be applied is $1399.10	n/a	n/a
Class 1B Boarding house - two storey	Per Application	Non-Statutory	To be determined in accordance with Council Policy	To be determined in accordance with Council Policy	n/a	n/a
Building permit fee for new Class 2 to Class 9 buildings						
All development types and costs other than specified above	Per Application	Non-Statutory	NA	By Quotation	n/a	n/a
Building Permit fee for Class 10 buildings (includes mandatory Inspections listed on the building permit)						
Swimming pool and swimming pool barrier		Non-Statutory	$1,277.80	$1,328.90	$51.10	4%
Home occupation- Commercial use inside existing dwelling		Non-Statutory	Apply class 1a fee schedule	Apply class 1a fee schedule	n/a	n/a
Home occupation - Commercial use inside existing garage or other class 10 building		Non-Statutory	To be determined in accordance with Council Policy	To be determined in accordance with Council Policy	n/a	n/a
Additional fee- to include a swimming pool		Non-Statutory	$409.40	$425.80	$16.40	4%
Additional fee - Fire Engineering/or design for Applications where the drawings indicate non compliance with the National Construction Code Deemed to Satisfy Provisions.		Non-Statutory	$175.40	$182.40	$7.00	4%
Class 2 to 9 Buildings (includes mandatory Inspections listed on the building permit)						
Additional fee - Fire Engineering/or design for Applications where the drawings indicate non compliance with the National Construction Code Deemed to Satisfy Provisions. For more than 2 units the fee is 1.5X.	Per DTS performance clause	Non-Statutory	$528.70	$549.80	$21.10	4%
Change of Use						
Change of use to a existing building		Non-Statutory	To be determined in accordance with Council Policy	To be determined in accordance with Council Policy	n/a	n/a
Training rooms		Non-Statutory	$1,293.60 plus $1.50 per m2	$1,293.60 plus $1.50 per m2	$49.75 plus $0.05	n/a
Commercial Building Services-Auxiliary						
Inspection Fee (cost for each inspection other than mandatory inspections included on the building permit i.e. additional stage inspections)						
Same stage Reinspection fee within Brimbank (once allowed inspections expended)		Non-Statutory	0	$213.00	n/a	n/a
Same stage Reinspection fee external to Brimbank (once allowed inspections expended)		Non-Statutory	$0.00	$304.10	n/a	n/a
Extra mandatory inspection fee within Brimbank (once allowed inspections expended)		Non-Statutory	$204.80	$213.00	$8.20	4%
Extra Mandatory fee external to Brimbank (once allowed inspections expended)		Non-Statutory	$292.40	$304.10	$11.70	4%
Inspection Fee - out of hours mandatory inspections requested by the owner or agent						
Inspection requested after hours, weekends or public holidays		Non-Statutory	Fee based on overtime calculation or fee	Fee based on overtime calculation or fee charged	n/a	n/a
Applications for occupancy permits (not in relation to building permits)						
Prescribed temporary structures		Non-Statutory	$803.10	$835.20	$32.10	4%
Places of public entertainment (concert, etc.)		Non-Statutory	$2,890.90	$3,006.50	$115.60	4%
Amendment of an occupancy permit for a place of public entertainment or temporary structure		Non-Statutory	$1,043.80	$1,085.60	$41.80	4%
Change of Plan (Variation)						
All Classes: minor work/variation in relation to a direction to fix (inspection) OR processing of paperwork required under permit conditions OR other building surveying work due to minor changes.		Non-Statutory	Cost included as part of fees and duties under permit fees paid	Cost included as part of fees and duties under permit fees paid	n/a	n/a
All classes: Minor variations that involve new works/ checking for design changes.		Non-Statutory	$157.50	$163.80	$6.30	4%
All Classes: Substantial Variations that involve major changes and require substantial rechecking		Non-Statutory	$326.20	$339.20	$13.00	4%
All Classes: Major design changes that involve whole redesign or new works into the permit	per hour	Non-Statutory	To be quoted by Building Surveyor	To be quoted by Building Surveyor	n/a	n/a

Description of Fee or Charge	Unit of Measure	Statutory or Non-Statutory	2023/24 Fee incl GST (Rounded)	2024/25 Fee incl GST (Rounded)	Fee Increase / (Decrease)	Fee Increase / (Decrease)
Extension of Time to building permit expiry						
Class 1 and Class 10	6 months	Non-Statutory	$295.80	$307.60	$11.80	4%
Class 1 and Class 10	1 year	Non-Statutory	$592.80	$616.50	$23.70	4%
Class 2 - 9	6 months	Non-Statutory	$295.80	$307.60	$11.80	4%
Class 2 - 9	1 year	Non-Statutory	$592.80	$616.50	$23.70	4%
Expired Permits - expired up to 6 months and only a final inspection is required and all previous inspections have been approved						
Class 1 Buildings		Non-Statutory	$314.90	$327.50	$12.60	4%
Class 10 Buildings		Non-Statutory	$314.90	$327.50	$12.60	4%
Class 2-9 buildings		Non-Statutory	$314.90	$327.50	$12.60	4%
Expired Permits - expired over 6 months OR where previous inspections have not been approved						
Class 1 Buildings		Non-Statutory	$922.40	$959.30	$36.90	4%
Class 10 Buildings		Non-Statutory	$528.70	$549.80	$21.10	4%
Class 2-9 buildings		Non-Statutory	$888.70	$924.20	$35.50	4%
Expired permits and works incomplete		Non-Statutory	A new Building Permit is required, fee is based on value of work to be completed or minimum fees in the schedule	A new Building Permit is required, fee is based on value of work to be completed or minimum fees in the schedule	n/a	n/a
Building Permit to Demolition						
Inspection of buildings to be relocated from with the Municipal district		Non-Statutory	$492.60	$512.30	$19.70	4%
Demolition permit- residential single storey: class 10 ancillary building only (i.e. sheds, garages, verandas etc.)		Non-Statutory	$802.00	$834.10	$32.10	4%
Demolition permit- residential single storey: whole site cleared of all buildings		Non-Statutory	$1,035.90	$1,077.30	$41.40	4%
Demolition permit- residential two storey, whole site cleared of all buildings		Non-Statutory	$1,462.30	$1,520.80	$58.50	4%
Demolition permit- any other building		Non-Statutory	To be determined in accordance with Council Policy	To be determined in accordance with Council Policy	n/a	n/a
Other Fees						
Section 137b owner builder reports		Non-Statutory	$866.10	$900.70	$34.60	4%
For inspection of report (relating to subdivision of existing buildings)		Non-Statutory	1&10) for Other Classes up to 500m2 floor area $2.20 per	1&10) for Other Classes up to 500m2 floor area $2.30 per m2 for that		n/a
Obtaining owners title particulars and plan of subdivision at owner's request		Non-Statutory	Full cost reimbursement as per title invoice	Full cost reimbursement as per title invoice plus $80 admin fee	$80 admin fee	n/a
Hoarding / footpath permits						
Report and Consent (Regulation 116)	19.61 fee units	Statutory	$311.80	$320.20	$8.40	3%
Hoarding / Footpath Occupation Permit		Non-Statutory	$180.00	$187.20	$7.20	4%
Hoarding / Footpath Permit Renewal		Non-Statutory	$90.00	$93.60	$3.60	4%
Occupation Fee (minimum week)	**per square metre per week**	Non-Statutory	$4.10	$4.30	$0.20	5%
Car-bay Occupation (restricted parking)	**per bay per day**	Non-Statutory	$73.10	$76.00	$2.90	4%
Car-bay Occupation (non-restricted parking)	**per bay per day**	Non-Statutory	$39.40	$41.00	$1.60	4%
Swimming Pool Inspection / Compliance (New Service)						
Pool or spa registration fee		Statutory	Statutory Fee	Statutory Fee	Statutory Fee	Statutory Fee
Information search fee (if applicable)	3.19 fee units	Statutory	$50.70	$52.10	$1.40	3%
Fee for lodging a certificate of barrier compliance with council	1.38 fee units	Statutory	$21.90	$22.50	$0.60	3%
Fee for lodging a certificate of barrier non-compliance with council	26 fee units	Statutory	$413.40	$424.60	$11.20	3%
Swimming Pool Inspection and Certificate of barrier compliance. (this includes up two inspections and certificate of barrier compliance. Lodgement fee (statutory fee) is an additional charge and will be		Non-Statutory	$432.60 (plus a $108.20 follow up inspection if inspections exceed	$450.00 (plus a $112.50 follow up inspection if inspections exceed two)	$17.40 $4.30	4%
STATUTORY BUILDING						
Copies of Plans						
Search fee for copies of plans all documents						
Class 1 and Class 10, Class 2 to Class 9 (less than 10 years old)		Non-Statutory	$220 Class 1 & 10 See photocopy fees below.	$228.80 Class 1 & 10	$8.80	4%
Multi-dwelling permit (Unit development, apartment, townhouses etc.)		Non-Statutory	$275.00	$286.00	$11.00	4%
Commercial / industrial permits cost for up to 3 permits for Commercial. Additional fees apply for more than 3 permits.		Non-Statutory	$350.00	$364.00	$14.00	4%
Re-issue TRIM Link for plans and Documents within three months of original request. Any request to issue to reissue outside three months of original request must reapply and pay full fees.		Non-Statutory	$75.90	$78.90	$3.00	4%
Copies of Documents						
Occupancy permit/certificate of final inspection Building permit/approval/application form Notice Order		Non-Statutory	$88.60	$92.10	$3.50	4%

Description of Fee or Charge	Unit of Measure	Statutory or Non-Statutory	2023/24 Fee incl GST (Rounded)	2024/25 Fee incl GST (Rounded)	Fee Increase / (Decrease)	Fee Increase / (Decrease)
Solicitors Enquiries – Written Confirmation						
Building within the last 10 years	3.19 fee units	Statutory	$50.70	$52.10	$1.40	3%
Property Information	3.19 fee units	Statutory	$50.70	$52.10	$1.40	3%
Building Inspection Approval Dates	3.19 fee units	Statutory	$50.70	$52.10	$1.40	3%
Request for Council Report and Consent						
Statutory Fee	19.61 fee units	Statutory	$311.80	$320.20	$8.40	3%
Additional charge if Council is required to obtain adjoining owner's consent (including any Inspection)		Non-Statutory	$379.60	$394.80	$15.20	4%
Inspections						
Statutory inspections - for those not specifically covered by the permit fees as described		Non-Statutory	$225.00	$234.00	$9.00	4%
Statutory re-inspections		Non-Statutory	$110.20	$213.00	$102.80	93%
Lodgement Fees						
For works with a value of more than $5,000	8.23 fee units	Statutory	$130.90	$134.40	$3.50	3%
ENVIRONMENTAL HEALTH						
Food Act-Premises registration renewal (Fixed/Temporary/Mobile)						
Class 1		Non-Statutory	$974.80	$1,043.00	$68.20	7%
Class 2		Non-Statutory	$962.20	$1,030.00	$67.80	7%
Class 3A (new fee)		Non-Statutory	$865.10	$926.00	$60.90	7%
Class 3		Non-Statutory	$768.00	$822.00	$54.00	7%
Class 4		Non-Statutory	No Fee - Notification required	No Fee - Notification required	n/a	n/a
Temporary food stall single event (Class 2 or 3)		Non-Statutory	$153.00	$164.00	$11.00	7%
Community Group, Not For Profit, Run by Volunteers		Non-Statutory	50% of applicable registration fee	50% of applicable registration fee	n/a	n/a
Food Act – New Premise Application (Fixed/Temporary/Mobile)						
Class 1 Premise Application/Registration		Non-Statutory	$1,234.30	$1,321.00	$86.70	7%
Class 2 Premise Application/Registration		Non-Statutory	$1,218.50	$1,304.00	$85.50	7%
Class 3A Premises Application/Registration (new fee)		Non-Statutory	$1,136.20	$1,216.00	$79.80	7%
Class 3 Premise Application/Registration		Non-Statutory	$1,055.00	$1,129.00	$74.00	7%
Class 4 Premise Notification		Non-Statutory	No Fee - Notification required	No Fee - Notification required	n/a	n/a
Community Group, Not For Profit, Run by Volunteers		Non-Statutory	50% of applicable registration fee	50% of applicable registration fee	n/a	n/a
Class 4 – Temporary food stall – Community food activities one off events		Non-Statutory	No Fee - Notification required	No Fee - Notification required	n/a	n/a
Public Health and Wellbeing Act 2008, *Swimming Pool Registration* (From Dec 2020)		Non-Statutory	$359.70 + $137.10 per additional pool/spa	$385 + $147 per additional pool/spa	$25.30 & $9.90	7%
***Public Health and Wellbeing Act* - Registration renewal**						
Medium risk – Hairdressers, Barbers or businesses undertaking beauty treatments (i.e. Ear-piercing with gun, exfoliation, nail treatment, waxing, hair removal, colonic irrigation etc.)		Non-Statutory	$320.70	$343.00	$22.30	7%
High risk - Skin penetration (i.e. Tattooists, body piercing, premises not using disposable skin penetration equipment etc.)		Non-Statutory	$385.10	$412.00	$26.90	7%
***Public Health and Wellbeing Act* - New Premises Application**						
Medium risk – Hairdressers, Barbers or businesses undertaking beauty treatments (i.e. Ear-piercing with gun, exfoliation, nail treatment, waxing, hair removal, colonic irrigation etc.)		Non-Statutory	$641.40	$686.00	$44.60	7%
High risk - Skin penetration (i.e. Tattooists, body piercing, premises not using disposable skin penetration equipment etc.)		Non-Statutory	$705.80	$755.00	$49.20	7%

Description of Fee or Charge	Unit of Measure	Statutory or Non-Statutory	2023/24 Fee incl GST (Rounded)	2024/25 Fee incl GST (Rounded)	Fee Increase / (Decrease)	Fee Increase / (Decrease)
Public Health and Wellbeing Act **- Hairdressing and low risk beauty therapy - on-going registration**						
Low risk - Solely provide hairdressing and/or low risk beauty therapy services (Registration of business for the duration of a single ownership/operation of premises) (does not include Barber shops or hairdressers where cutthroat razors are used)		Non-Statutory	$770.10	$824.00	$53.90	7%
Other Fees						
Additional Inspections	Per hour or part thereof	Non-Statutory	$190.30	$198.00	$7.70	4%
Request for replacement copy of certificate of registration	Per certificate	Non-Statutory	$60.30	$63.00	$2.70	4%
Failed sample – Resample fee	Per sample	Non-Statutory	Actual Cost, Submission and analysis	Actual Cost, Submission and analysis	n/a	n/a
Immunisation history request - Digital record	Per request	Non-Statutory	$23.90	$25.00	$1.10	5%
Immunisation history request - Hard archive search	Per request	Non-Statutory	$60.30	$63.00	$2.70	4%
Transfer Fee		Non-Statutory	50% of Registration Fee	50% of Registration Fee	n/a	n/a
Request for Inspection (10 working days)(formally 5 days)		Non-Statutory	$316.20	$329.00	$12.80	4%
Request for Inspection (5 working days)(formally 48 hrs)		Non-Statutory	$506.50	$527.00	$20.50	4%
Seizure of items	Per hour or part thereof	Non-Statutory	$190.30	$198.00	$7.70	4%
Seized items storage and disposal costs		Non-Statutory	Actual Cost	Actual Cost	n/a	n/a
Caravan Parks						
Caravan Park (1 to 25 sites)	Per site	Statutory	$270.30	$277.61	$7.31	3%
Caravan Park (26 - 50 sites)	Per site	Statutory	$540.60	$555.22	$14.62	3%
Caravan Park (51 - 100 sites)	Per site	Statutory	$1,081.20	$1,110.44	$29.24	3%
Caravan Park (101 - 150 sites)	Per site	Statutory	$1,637.70	$1,681.99	$44.29	3%
Caravan Park (151 - 200 sites)	Per site	Statutory	$2,178.30	$2,237.21	$58.91	3%
Caravan Park (201 - 250 sites)	Per site	Statutory	$2,718.90	$2,792.43	$73.53	3%
Caravan Park (251 - 300 sites)	Per site	Statutory	$3,259.50	$3,347.65	$88.15	3%
Transfer of Caravan Park Registration	Per site	Statutory	$79.50	$81.65	$2.15	3%
Domestic wastewater and grey water systems						
Construct, install or alter onsite wastewater management system (minimum fee, up to assessment of 8.2 hours) - Reg 196(1)(b)(2)		Statutory	$777.19	$798.21	$21.02	3%
Construct, install or alter onsite wastewater management system - additional fee per hour in excess of 8.2 hr (up to 14.15 additional hours) Reg 196(1)(b)(2)		Statutory	$97.31	$99.94	$2.63	3%
Construct, install or alter onsite wastewater management system - maximum fee		Statutory	$2,153.34	$2,211.57	$58.23	3%
Minor alteration to onsite wastewater management system - Reg 196(1)(a)(3)		Statutory	$592.28	$608.29	$16.01	3%
Transfer of permit - reg 197		Statutory	$157.89	$162.16	$4.27	3%
Amend a permit - reg 198		Statutory	165.04	$169.51	$4.47	3%
Renew a permit - Reg 200		Statutory	132.13	$135.70	$3.57	3%
Exemption - minimum fee for assessments up to 2.6 hrs - reg 199		Statutory	233.25	$239.56	$6.31	3%
Exemption - fee per hour for assessment over 2.6 hrs - reg 199		Statutory	94.45	$97.00	$2.55	3%
Exemption - maximum fee payable - reg 199		Statutory	976.42	$1,002.83	$26.41	3%
Report and Consent for Septic Tank Systems		Statutory	n/a	$313.00	$313.00	100%
Reissue Septic Permit		Statutory	n/a	$80.00	$80.00	100%
Septic Tank Written Advice		Statutory	n/a	$80.00	$80.00	100%
Septic tank plan search/ copy of plans		Non Statutory	$64.50	$67.00	$2.50	4%
3 boarders or less		Non-Statutory	Exempt	Exempt	n/a	n/a
Base Rate - 4 boarders		Non-Statutory	$256.40	$274.00	$17.60	7%
Additional fee – (over 4)	Per Boarder	Non-Statutory	$29.50	$32.00	$2.50	8%
Refunding of Registration Fee due to closure of business		Non-Statutory	No Refunds	No Refunds	n/a	n/a

CITY COMPLIANCE

New Class 1-3 premise application / registration
Includes registration fee and cost recovery for the assessment of any information or plans submitted and inspections required to determine that new premises are suitability for trade.

Public Health & Wellbeing premises application / registration: Hairdressers etc. / Skin penetration/ Swimming pool etc.
Includes registration fee and cost recovery for the assessment of any information or plans submitted and inspections required to determine that new premises' suitability for trade.

Fixed Premises
• Standard Classification Registration fee for Business (Fee Includes fixed operating/storage premise + 1 point of sale)
• 50% of applicable Registration Fee for each extra mobile point of sale associated with Business. (Note: 1 point of sale = mobile vehicle (1) or stall (1) or door sales if permitted by planning (1)
• Note: Any additional inspection referral fee required by a Victorian Council to inspect mobile point of sale outside of the BCC Municipality when mobile is not presented to BCC for inspection will be charged to the operator
• Note: Combined mobile premise Registration fees for multiple points of sale are based on the expectation that the operator will ensure all mobile points of sale are present for inspection at a single visit, additional fees may be charged if additional inspections are required of absent mobile points of sale.

Temporary/Mobile Stall/Vehicle/Premise Fees
Fee categories to meet requirements of state-wide Temporary/Mobile premise registration. Applications for registration are processed and entered into the State-wide "Street trader" Database.
Mobile (Vehicles and Temporary Stalls)
• Standard Classification Registration fee for mobile operator (Fee Includes fixed operating/storage premise + 1 point of sale) Note: 1 point of sale = mobile vehicle (1) or stall (1) or door sales if permitted by planning (1)
• 50% of applicable Registration Fee for each extra mobile point of sale associated with Business.
• Note: Any additional inspection referral fee required by a Victorian Council to inspect mobile point of sale outside of the BCC Municipality when mobile is not presented to BCC for inspection will be charged to the operator
• Note: Combined mobile premise Registration fees for multiple points of sale are based on the expectation that the operator will ensure all mobile points of sale are present for inspection at a single visit, additional fees may be charged if additional inspections are required of absent mobile points of sale.

Vending Machines
• Standard Classification Registration fee for vending machine operator (Fee Includes fixed operating/storage premise + 1 point of sale) Note: 1 point of sale = Vending machine (1) or door sales if permitted by planning (1)
• Fee for each extra point of sale (Vending machine) associated with Business = $100.00
• Note: Any additional inspection referral fee required by a Victorian Council to inspect mobile point of sale outside of the BCC Municipality when mobile points of sale is not able to be presented to BCC for inspection will be charged to the operator.

General Local Laws Permit Fees

Note* e.g. of standard Local Laws permits : Blasting, business promotion, heavy vehicles, open air burning, etc.

Description of Fee or Charge	Unit of Measure	Statutory or Non-Statutory	2023/24 Fee incl GST (Rounded)	2024/25 Fee incl GST (Rounded)	Fee Increase / (Decrease)	Fee Increase / (Decrease)
Application Fee on **ALL PERMITS**		Non-Statutory	$82.20	$85.50	$3.30	4%
Local Laws Permits - unless individually specified		Non-Statutory	$342.20	$356.00	$13.80	4%
Animals - more than 2 Cats or Dogs		Non-Statutory	$62.40	$65.00	$2.60	4%
Sidewalk Cafes	Per table with 4 chairs	Non-Statutory	$170.60	$177.50	$6.90	4%
Goods for Sale	Per display (max width 1.3m)	Non-Statutory	$170.60	$177.50	$6.90	4%
Mobile Roadside Trading		Non-Statutory	$836.20	$869.50	$33.30	4%
Signs for Community Events		Non-Statutory	Application Fee Only	Application Fee Only	n/a	n/a
Signs On or Over Council Property-Real Estate Agents only	Initial Office	Non-Statutory	$664.60	$691.00	$26.40	4%
Signs On or Over Council Property-Real Estate Agents only	Additional Offices - Per Office	Non-Statutory	$342.20	$356.00	$13.80	4%
Special Activities		Non-Statutory	Application Fee Only	Application Fee Only	n/a	n/a
Busking		Non-Statutory	Application Fee Only	Application Fee Only	n/a	n/a
Special Activities - Fundraising		Non-Statutory	Application Fee Only	Application Fee Only	n/a	n/a
Special Events on Council Property		Non-Statutory	Application Fee Only	Application Fee Only	n/a	n/a
Reserve Function		Non-Statutory	Application Fee Only	Application Fee Only	n/a	n/a
Events - Class 1		Non-Statutory	N/A	$125.00	n/a	n/a
Events - Class 2		Non-Statutory	N/A	$285.00	n/a	n/a
Events - Class 3		Non-Statutory	N/A	$590.00	n/a	n/a
Events - Class 4		Non-Statutory	N/A	Application fee only	n/a	n/a
Reserve Fitness Training		Non-Statutory	From $73	From $75.00	n/a	n/a
Filming -Commercial Film Shoots		Non-Statutory	From $230	From $230	n/a	n/a
Waste Container (Skip Bins)		Non-Statutory	Application Fee Only	Application Fee Only	n/a	n/a
Commercial Waste Container	First Year Free	Non-Statutory	$342.20	$356.00	$13.80	4%
Permit Fees Other						
Animal Business Registration - (extra cost may apply)		Non-Statutory	$291.20	$303.00	$11.80	4%
Local Law Impound Fee	per item	Non-Statutory	$108.20	$112.50	$4.30	4%
Annual Resident Parking Permit	max 2 per household - 1 free	Non-Statutory	$40.60	$42.50	$1.90	5%
Service Parking Permit - Residential	per week (max 2 weeks)	Non-Statutory	$27.00	$28.00	$1.00	4%
Work Zone Parking Permit - Residential	per week (max frontage 21m)	Non-Statutory	$54.10	$56.50	$2.40	4%
Work Zone Parking Permit - Commercial/Industrial	per week (max frontage 21m)	Non-Statutory	$108.20	$112.50	$4.30	4%
Work Zone Parking Permit - Signage costs	per sign	Non-Statutory	$270.40	$281.00	$10.60	4%
Service Parking Permit - Commercial/Industrial area	per week (max 2 weeks)	Non-Statutory	$54.10	$56.50	$2.40	4%
Vacant Land Clearance						
Administration Fee		Non-Statutory	$332.80	$346.00	$13.20	4%
Clearing Costs		Non-Statutory	Contractor cost	Contractor cost	n/a	n/a
Dog Registrations						
Dogs - Reduced Fee		Non-Statutory	$58.00	$60.00	$2.00	3%
Dogs - Full Fee		Non-Statutory	$182.00	$190.00	$8.00	4%
Dangerous, Menacing or Guard Dogs		Non-Statutory	$320.00	$350.00	$30.00	9%
Customs/Department/Service (Assistance) Dogs		Statutory	Free	Free	n/a	n/a
Greyhound (registered with GRV)		Non-Statutory	Free	Free	n/a	n/a
Dogs - Pensioner discount		Statutory	50% of Fees	50% of Fees	n/a	n/a
Tag fee		Non-Statutory	$9.90	$9.90	$0.00	0%
Foster Carer Registration - dog + tag fee (above)		Non-Statutory	$9.90	$9.90	$0.00	0%
Cat Registrations						
Cats - Reduced Fee		Non-Statutory	$31.00	$32.00	$1.00	3%
Cats - Full Fee		Non-Statutory	$94.00	$98.00	$4.00	4%
Cats - Pensioner discount		Non-Statutory	50% of Fees	50% of Fees	n/a	n/a
Tag fee		Non-Statutory	$9.90	$9.90	$0.00	0%
Foster Carer Registration - cat + tag fee (above)		Non-Statutory	$9.90	$9.90	$0.00	0%
Dog Surrender		Non-Statutory	$144.60	$150.50	$5.90	4%
Cat Surrender		Non-Statutory	$82.20	$85.50	$3.30	4%
Dog Release Fee		Non-Statutory	$144.60	$150.50	$5.90	4%
Cat Release Fee		Non-Statutory	$82.20	$85.50	$3.30	4%
Livestock Impound Fee (plus any additional costs incurred)		Non-Statutory	$292.20	$304.00	$11.80	4%
Sustenance charge	Per day	Non-Statutory	$62.40	$65.00	$2.60	4%
Cat Cage Hire		Non-Statutory	$67.60	$70.00	$2.40	4%
Dangerous Dogs – Collars		Non-Statutory	$84.20	$87.50	$3.30	4%
Dangerous Dogs – Warning Signs		Non-Statutory	$104.00	$108.00	$4.00	4%

Description of Fee or Charge	Unit of Measure	Statutory or Non-Statutory	2023/24 Fee incl GST (Rounded)	2024/25 Fee incl GST (Rounded)	Fee Increase / (Decrease)	Fee Increase / (Decrease)
Derelict Vehicles						
Impound Fee - Towing & Storage Fees		Non-Statutory	Contractor Cost	Contractor Cost	n/a	n/a
Infringement Local Law						
General Local Law penalty - penalty units as specified in Local Law		Statutory	1 penalty unit $100.00	1 penalty unit $100.00	n/a	n/a
Infringement Parking						
Parking Infringement – Offence Codes 701-714		Statutory	0.5 penalty units	0.5 penalty units	n/a	n/a
COMMONWEALTH HOME SUPPORT PROGRAMME (CHSP) AND HACCPYP FEES AND CHARGES						
Home Care						
Low Rate	Per hour	Non-Statutory	$6.70	$6.30	($0.40)	-6%
Medium Rate	Per hour	Non-Statutory	$9.90	$10.50	$0.60	6%
High Rate – no GST	Per hour	Non-Statutory	$40.90	$42.50	$1.60	4%
Personal Care						
Low Rate	Per hour	Non-Statutory	$6.70	$7.00	$0.30	4%
Medium Rate	Per hour	Non-Statutory	$9.90	$10.50	$0.60	6%
High Rate – no GST	Per hour	Non-Statutory	$43.00	$45.00	$2.00	5%
Respite Care						
Low Rate	Per hour	Non-Statutory	$5.20	$5.50	$0.30	6%
Medium Rate	Per hour	Non-Statutory	$6.70	$7.00	$0.30	4%
High Rate – no GST	Per hour	Non-Statutory	$47.90	$50.00	$2.10	4%
Delivered Meals – Home and Centre Based						
Low Rate	Per meal	Non-Statutory	$9.30	$9.40	$0.10	1%
Medium Rate	Per meal	Non-Statutory	$13.90	$9.40	($4.50)	-32%
High Rate – no GST	Per meal	Non-Statutory	$27.40	$28.50	$1.10	4%
Property Maintenance						
Low Rate	Per hour	Non-Statutory	$11.10	$11.60	$0.50	5%
Medium Rate	Per hour	Non-Statutory	$16.20	$16.90	$0.70	4%
High Rate – no GST	Per hour	Non-Statutory	$47.40	$50.00	$2.60	5%
Garden Care						
Low Rate	Per hour	Non-Statutory	$11.60	$12.10	$0.50	4%
Medium Rate	Per hour	Non-Statutory	$16.20	$16.80	$0.60	4%
High Rate	Per hour	Non-Statutory	$64.80	$67.40	$2.60	4%
Full Cost Rate for Services – charged to external agencies						
Property Maintenance						
8:30am – 5:30pm Monday – Friday	Per hour	Non-Statutory	$137.10	$142.60	$5.50	4%
Delivered Meals						
Meals	Per meal	Non-Statutory	$29.10	$30.30	$1.20	4%
Kilometres	Per kilometre	Non-Statutory	$2.00	$2.10	$0.10	5%
Fees and charges are developed under the Victorian Home and Community Care (HACC) Fees Policy						
Fees and charges will be charged pro rata for sessional or part day services						
Community Transport						
Transport Disadvantaged – Seniors, Youth and Disability Groups and New and Emerging Communities						
Bus Use Fee – Minimum of 4 hours	Per hour	Non-Statutory	$25.30	$26.30	$1.00	4%
Bus Security Bond		Non-Statutory	$148.10	$154.00	$5.90	4%
Other Charges						
Excess Kilometre Charge – limit of 150 kilometres per booking	Per kilometre	Non-Statutory	$1.30	$1.40	$0.10	8%
Bus Cleaning Charge – if required	Per bus	Non-Statutory	$126.90	$132.00	$5.10	4%
Refuelling Charge	Per litre	Non-Statutory	$4.30	$4.50	$0.20	5%
Citylink Charges- as per schedule toll rates and usage		Non-Statutory	Actual Cost	Actual Cost	n/a	n/a
Social Support / Planned Activity Group Sessions						
Short Stay (3 hours)	Per session	Non-Statutory	$11.20	$11.60	$0.40	4%
Long Day	Per session	Non-Statutory	$15.00	$15.60	$0.60	4%
Home Care Packages level 3 &4						
Short Stay (3 hours)		Non-Statutory	$70.30	$73.10	$2.80	4%
Long Day		Non-Statutory	$94.70	$98.50	$3.80	4%
Home Care Packages - level 1 & 2						
Long Day		Non-Statutory	$15.00	$15.60	$0.60	4%
Short Stay (3 hours)		Non-Statutory	$11.20	$11.60	$0.40	4%

Description of Fee or Charge	Unit of Measure	Statutory or Non-Statutory	2023/24 Fee incl GST (Rounded)	2024/25 Fee incl GST (Rounded)	Fee Increase / (Decrease)	Fee Increase / (Decrease)
ENGINEERING SERVICES						
Consent for works in Council road reserve						
Application		Statutory	Regulated Fee	Regulated Fee	n/a	n/a
Minor Works (in road pavement, footpath vehicle crossing)		Statutory	$147.87	$151.87	$4.00	3%
Minor Works (nature strip only)		Statutory	$95.40	$97.98	$2.58	3%
Works other than minor works in road pavement, footpath, vehicle crossing:						
speed within 50km		Statutory	$373.65	$383.76	$10.11	3%
speed above 50km		Statutory	$685.29	$703.82	$18.53	3%
Works other than minor works in nature strip only						
speed within 50km		Statutory	$95.40	$97.98	$2.58	3%
speed above 50km		Statutory	$373.65	$383.76	$10.11	3%
Vehicle Crossing						
Municipal road – Application for consent		Statutory	Regulated Fee	Regulated Fee	n/a	n/a
Vehicle Crossing (Council Roads), Application Fee $100		Statutory	$100.00	$100.00	$0.00	0%
Vehicle Crossing (Council Roads), Consent Permit Fee $283.80 (50kph)		Statutory	$273.70	$283.80	$10.10	4%
Vehicle Crossing (Council Roads), Consent Permit Fee $603.80 (60kph)		Statutory	$585.30	$603.80	$18.50	3%
Declared arterial roads - Permit		Non-Statutory	$223.20	$232.10	$8.90	4%
Vehicle Crossing (Arterial Roads) $261.30 Application & Consent / Permit Fee		Statutory	$223.20	$261.30	$38.10	17%
Inspections/Plan Checking's						
Inspection of connections to Council's pits or pipes		Non-Statutory	$88.80	$92.40	$3.60	4%
Checking of internal property drainage designs including on-site detentions for up to 1000 sq.m		Non-Statutory	$328.40	$341.50	$13.10	4%
Checking of internal property drainage designs including on-site detentions for greater than 1000 sq.m		Non-Statutory	$328.40 + $58.50/1000 m2. of property area greater than 1000 m2	$341.50 + $60.90/1000 m2. of property area greater than 1000 m2	$13.10	4%
Design checking fees for civil works required as part of a planning permit or other process						
$0 - $9,999		Non-Statutory	$727.60	$756.70	$29.10	4%
$10,000 +		Non-Statutory	$727.60 + 1.8% for every $ over $10,000	$756.70 + 1.8% for every $ over $10,000	$29.10	4%
Supervision of civil works:(e.g. changes to Council's assets or internal property works as a requirement of planning permit conditions)						
$0 - 9,999		Non-Statutory	$727.60	$756.70	$29.10	4%
$10,000 +		Non-Statutory	$727.60 + 2.9% for every $ over $10,000	$756.70 + 2.9% for every $ over $10,000	$29.10	4%
Subdivision design checking fees		Statutory	0.75%	0.75%	$0.00	0%
Subdivision works supervision fees		Statutory	2.50%	2.50%	$0.00	0%
Traffic permits or approvals						
Permit to operate mobile crane		Non-Statutory	$133.70	$139.00	$5.35	4%
Major Traffic Control Items approval (one-off)		Non-Statutory	$96.20	$100.00	$3.80	4%
Major Traffic Control Items approval (multiple)		Non-Statutory	$229.90	$239.10	$9.20	4%
Traffic management plan permit fee		Non-Statutory	$134.00	$139.40	$5.40	4%
Traffic counts-Existing data automatic counts						
Traffic volumes only		Non-Statutory	$134.00	$139.40	$5.40	4%
Classification data		Non-Statutory	$134.00	$139.40	$5.40	4%
Manual counts 12 hour		Non-Statutory	$266.40	$277.10	$10.70	4%
Peak hour/s		Non-Statutory	$134.00	$139.40	$5.40	4%
Crash data		Non-Statutory	$134.00	$139.40	$5.40	4%
Building Over Easement						
Application fee - Report		Non-Statutory	$202.00	$210.10	$8.10	4%
Approval fee - Consent		Non-Statutory	$138.60	$144.10	$5.50	4%
Preparation of Standard Section 173 Agreements for subdivisions, airport overlay or build over easements.		Non-Statutory	$1,129.00	$1,174.20	$45.20	4%
Photocopying						
A4	Per Copy	Non-Statutory	$1.90	$2.00	$0.10	5%
A3	Per Copy	Non-Statutory	$3.50	$3.60	$0.10	3%
A2	Per Copy	Non-Statutory	$10.40	$10.80	$0.40	4%
A1	Per Copy	Non-Statutory	$17.80	$18.50	$0.70	4%
Property Information						
Stormwater Point of Discharge						
Single Dwelling		Statutory	Regulated Fee	Regulated Fee	n/a	n/a
Dual Occupancy/Commercial /Industrial		Statutory	Regulated Fee	Regulated Fee	n/a	n/a
Landfill		Non-Statutory	$74.20	$77.20	$3.00	4%
Council drains outside property		Non-Statutory	$74.20	$77.20	$3.00	4%
Legal Point of Discharge		Statutory	$155.34	$159.54	$4.20	3%
Land Liable to flooding (part of Building Services 51 (2) application		Statutory	$50.72	$52.09	$1.37	3%
Consent to build on land liable to flooding		Statutory	$311.80	$320.23	$8.43	3%
Other Permits						
Asset Protection permit		Non-Statutory	$222.60	$350.00	$127.40	57%
Recharge Rates for Footpath, Vehicle Crossing, Kerb and Pavement Works						
Minimum Charge		Non-Statutory	$422.20	$439.10	$16.90	4%
Base	Per square metre	Non-Statutory	$244.50	$254.30	$9.80	4%
Asphalt Footpath – 75mm	Per square metre	Non-Statutory	$377.10	$392.20	$15.10	4%
Asphalt Crossover – 100mm	Per square metre	Non-Statutory	$414.90	$431.50	$16.60	4%
Concrete Domestic Crossings – 150mm	Per square metre	Non-Statutory	$221.40	$397.10	$175.70	79%
Concrete Domestic Crossings – 150mm	Minimum	Non-Statutory	n/a	$506.00	$506.00	100%
Concrete Industrial Crossings – 200mm	Per square metre	Non-Statutory	$295.60	$451.00	$155.40	53%
Concrete Industrial Crossings – 200mm	Minimum	Non-Statutory	n/a	$526.00	$526.00	100%
Bluestone Kerb and Channel – Existing Material	Per square metre	Non-Statutory	$407.60	$423.90	$16.30	4%
Dressed Bluestone Kerb and Channel –New Material	Per linear metre	Non-Statutory	$666.70	$693.40	$26.70	4%
Concrete Kerb and Channel 300 to 450 width of profile	Per linear metre	Non-Statutory	$407.60	$275.00	($132.60)	-33%
Concrete Kerb and Channel >450 width of profile	Per linear metre	Non-Statutory	$414.90	$330.00	($84.90)	-20%
Concrete Kerb and Channel minimum	Per linear metre	Non-Statutory	n/a	$2,266.00	$2,266.00	100%

Description of Fee or Charge	Unit of Measure	Statutory or Non-Statutory	2023/24 Fee incl GST (Rounded)	2024/25 Fee incl GST (Rounded)	Fee Increase / (Decrease)	Fee Increase / (Decrease)
Footpath – 100mm reinforced (more than 10 bays). Surcharge applies for less than 10 bays and see table below: Table showing footpath charges less than 10 bays 1 bay = 2.25 m2 @ $575.68 /m2 = $1,295.28 2 bays = 4.50 m2 @ $434.11 /m2 = $1,953.50 3 bays = 6.75 m2 @ $386.92 /m2 = $2,611.71 4 bays = 9.00 m2 @ $363.33 /m2 = $3,269.93 5 bays = 11.25 m2 @ $270.68 /m2 = $3,045.17 6 bays = 13.50 m2 @ $261.24 /m2 = $3,526.79 7 bays = 15.75 m2 @ $254.50 /m2 = $4,008.41 8 bays = 18.00 m2 @ $249.45 /m2 = $4,490.03 9 bays = 20.25 = m2 @ $245.51 /m2 = $4,971.66 10 bays = 22.5 = m2 @ $242.37 /m2 = $5,453.28 More than 10 bays at $545.33 per bay or at $242.37 per m2 Minimum charge of 1 bay = $1,295.28 1 bay footpath area = 1.5m x 1.5m = 2.25 m2	Per square metre	Non-Statutory	$211.90	$220.40	$8.50	4%
Single site less than 4 bays (<10sqm) Minimum (m2)	m2	Non-Statutory	n/a	$339.90	$339.90	100%
Site > bays (10sqm +)	m2	Non-Statutory	n/a	$283.80	$283.80	100%
Brick Paving		Non-Statutory	$244.50	$264.24	$19.74	8%
Brick Paving Minimum		Non-Statutory	n/a	$1,710.94	$1,710.94	100%
Replacement Bricks	per brick	Non-Statutory	n/a	$16.50	$16.50	100%
Nature Strip (soil & seed)	m2	Non-Statutory	n/a	$44.00	$44.00	100%
Minimum Cost of Urgent non-programmed Work area < 6 sq.m.		Non-Statutory	$765.20	$795.80	$30.60	4%
Minimum Cost of Traffic Management for Urgent non-programmed Work when necessary		Non-Statutory	$1,754.40 per day or part thereof	$1,824.60 per day or part thereof	$70.20	4%
Out-of-hours work						
Minimum in addition to Cost of Work		Non-Statutory	$813.90	$846.50	$32.60	4%
Cost of Work		Non-Statutory	Contractor Cost	Contractor Cost	n/a	n/a
Traffic Management – site and time dependent		Non-Statutory	Cost is site and time dependent	Cost is site and time dependent	n/a	n/a
Traffic Management – Local Road (2 Controllers per day)		Non-Statutory	n/a	$1,595.00	$1,595.00	100%
Traffic Management – Arterial Road (2 Controllers per day)		Non-Statutory	n/a	$2,145.00	$2,145.00	100%
Bond for all demolition sites		Non-Statutory	n/a	$3,000.00	$3,000.00	100%
Bond for residential sites (single street)		Non-Statutory	n/a	$2,000.00	$2,000.00	100%
Bond for residential sites (corner block)		Non-Statutory	n/a	$3,000.00	$3,000.00	100%
Bond for non residential sites (single street)		Non-Statutory	n/a	$3,000.00	$3,000.00	100%
Bond for non residential sites (corner block)		Non-Statutory	n/a	$4,000.00	$4,000.00	100%
Bond for residential sites (demo and new)		Non-Statutory	n/a	$4,000.00	$4,000.00	100%
Bond for non residential sites (demo and new)		Non-Statutory	n/a	$5,000.00	$5,000.00	100%
FINANCE						
Land Information Certificate	Per request	Statutory	$28.90	TBC	n/a	n/a
Caveats on Properties	Per request	Statutory	$350.00	TBC	n/a	n/a
Legal Fees on Debt Recovery	Per transaction	Statutory	Variable	TBC	n/a	n/a
Urgent Land Information Certificate	Per request	Non-Statutory	n/a	$70.00	$70.00	100%
Direct Debit Dishonour Fee	Per transaction	Non-Statutory	n/a	$15.00	$15.00	100%
Credit Card Merchant Service Fee Recovery	Per transaction	Non-Statutory	0.5% of transaction value	0.5% of transaction value	n/a	n/a
Copy of Previous year Rates Notice	Per request	Non-Statutory	n/a	$22.00	$22.00	100%

Appendix A
2024/25 Capital works details

Project Group / Name	Project Description	Total Expenditure 2024/25 ($)	Potential Income ($)	Net Cost To Council 2024/25 ($)
Community Facilities		**4,096,000**	**1,292,000**	**2,804,000**
Community facilities kitchen upgrade program	Rolling program to upgrade kitchens in community facilities to meet community demand. Various locations as identified in the Community Services and Infrastructure Plan. Sites: 2024/25: Westvale Community Centre Hunt Club Community Centre	250,000	0	250,000
Community facilities heating / cooling upgrade program	Rolling program to upgrade heating and cooling. Various locations as identified in the Community Services and Infrastructure Plan. Sites: 2024/25: Keilor Downs Hall	80,000	0	80,000
Community facilities flooring upgrade program	Replacement of flooring across community facilities. Various locations as identified in the Community Services and Infrastructure Plan. Sites: 2024/25: Sydenham Childrens Centre Monmia Kindergarten	40,000	0	40,000
Various Children's Service Facilities playground 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. Sites: 2024/25 (Design Only) Orama Street Childrens Centre Remus Way Child Care Centre	155,000	0	155,000
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. Sites: 2024/25: Deer Park Hall Deer Park Library	300,000	0	300,000
Community Services and Infrastructure Plan Implementation	Implementation of the Community Services and Infrastructure Plan. Sites: 2024/25: Various sites include Keilor Meeting Place, St Albans Senior Citizens, Sydenham Kindergarten and Remus Way Kindergarten	450,000	0	450,000
Robertson's Homestead Restoration	Structural restoration works. 2023/24: Design and structural works. Future budgets subject to confirmation of future use	300,000	0	300,000
Community facilities storage upgrade program	Rolling program to upgrade storage across community facilities to meet community requirements. Various locations as identified in the Community Services and Infrastructure Plan. Sites: 2024/25: Biggs St Community Centre Sunshine Meeting Place	40,000	0	40,000
Community facilities access for all upgrade program	Rolling program to upgrade community facilities to ensure that everyone can use them as identified in the Community Services and Infrastructure Plan. Sites: 2024/25: Westvale Community Centre Keilor Downs Hall Fairbairn Road Kindergarten Aycliffe Drive Kindergarten	50,000	0	50,000
Dempster Park Children's and Community Centre	Consolidated facility including 66 place licensed kindergarten, district level community hall and other provision as per the Community Services Infrastructure Plan and Early Years Review. 2024/25: Design	200,000	370,000	-170,000
Greenhouse Reduction Program	Projects to achieve zero greenhouse emissions from Council operations including electrification, solar installations, energy efficiency upgrades and EV charging. Sites: 2024/25: Robert Bruce Pavilion Beachley Reserve Pavilion Operations Centre Keilor Netball & Basketball Stadium St Albans Community Youth Club / Tin Shed.	100,000	15,000	85,000
De-gasification of the Keilor Community Hub	Transition the Keilor Community Hub into an 'all-electric' facility by replacing all gas consuming appliances with high efficiency electric alternatives.	531,000	247,000	284,000
Modular kindergarten and MCH at Epalock Crescent Kindergarten	Construction of a two (2) room modular kindergarten (VSBA funded) and an MCH facility (BCC funded, $750k) at the Epalock Crescent Kindergarten.	750,000	0	750,000
Community Battery Installation Program	The installation of a mid-scale battery storage system at Council facilities. Sites: 2024/25: Suburb of Sunshine	850,000	660,000	190,000
Stormwater Drainage		**1,450,000**	**0**	**1,450,000**
Underground drainage upgrades - various	The works required are determined through CCTV inspection of the drainage pipe network. Sites: 2024/25: Municipal Wide	500,000	0	500,000
Minor Drainage improvement works	Drainage improvement/rectification works identified throughout the year. The works are determined for drainage problems that are found during the course of the 2024/25 year, especially from Operations investigations. Sites: 2024/25: Municipal Wide	100,000	0	100,000
Water Sensitive Urban Design Asset Rectifications and Renewals	Water Sensitive Urban Design Asset Rectification and Renewal . Cairnlea Estate Wetlands X4. Sediment removal primarily. Sites: 2024/25: Cairnlea Estate	200,000	0	200,000
Installation of Gross Pollutant Traps	Installation of one gross pollutant trap per year across the municipality. Sites will be determined through an annual strategic assessment. Sites: 2024/25: GPT at Strzelecki Avenue, Sunshine West	650,000	0	650,000
Land Rehabilitation		**400,000**	**0**	**400,000**
Green Gully Reserve Landfill Rehabilitation	EPA notice required landfill cap rectification. Additional drainage and revegetation.	50,000	0	50,000
Sunshine Energy Park, Albion and Carrington Drive Reserve, Albion.	Sites: 2024/25 Carrington Drive Reserve, St Albans – Installation of landfill gas mitigation measures to reduce the migration risk posed to adjacent private residential properties. Auditor recommendation and EPA requirement.	350,000	0	350,000
Pathways		**2,075,000**	**0**	**2,075,000**
Replace existing shared trails segments identified as poor condition from inspection audits and community feedback.	Sites dependant on audit results. Sites: 2024/25: Development of designs for future delivery	100,000	0	100,000
Creating Streets for People Implementation	Contribute planning, design and funding to the road rehabilitation program to create improved walking, cycling and public realm outcomes in key streets in accordance with the Creating Streets for People Policy. Sites: 2024/25: Hamel Street, Albion (Construction)and John Street, St Albans (Design only)	200,000	0	200,000
Cycling & Walking Strategy implementation - Sydenham Rail Corridor Bicycle Track	Cycle route (designated on-road lanes or off-road SUPs) along Sydenham railway corridor, linking the Sydenham, St Albans and Sunshine Town Centres. Includes new SUP bridge over Taylors Road and new SUP along Sydenham Road. Sites: 2024/25: Sydenham Rail Corridor 2024/25: Planning and concept design for SUP connection south of Taylors Road	600,000	0	600,000

Project Group / Name	Project Description	Total Expenditure 2024/25 ($)	Potential Income ($)	Net Cost To Council 2024/25 ($)
Cycling & Walking Strategy implementation - local cycle route connection program	Program to address missing links in the cycle route network within streets, municipality wide. Sites: 2024/25: Sun Crescent, Fraser St to Sunshine Station 2024/25: Concept design	25,000	0	25,000
Cycling & Walking Strategy implementation - Kororoit Creek Shared User Path	Project to provide SUP along Kororoit Creek Corridor Sites: 2024/25: Shepherds Grove to Kurung Drive 2024/25:Concept design	20,000	0	20,000
Cycling & Walking Strategy implementation: Jones Creek trail	Extension of Jones Creek SUP trail. * Sites: 2024/25: Connecting Cairnlea to St Albans (Denton Avenue) incl SUP bridge	435,000	0	435,000
Cycling & Walking Strategy implementation - Taylors Creek Shared User Path	Project to provide SUP along Taylors Creek Corridor Sites: 2024/25: Taylors Creek Corridor at Green Gully Reserve 2024/25: Detailed design	25,000	0	25,000
Cycling & Walking Strategy implementation - Wright Street SUP	Cycle route (SUP) to provide connection from Hampshire Road to Derrimut Trail Sites: 2024/25: Wright Street, Sunshine West 2024/25: Detailed design	30,000	0	30,000
Cycling & Walking Strategy implementation - East-west transmission line cycle path (M80 Trail to Kororoit Creek path, St. Albans)	Cycle route (designated on-road lanes or off-road SUPs) along Willis Street, across Victoria University of Technology Land to existing Shared user path connecting to McKechnie Street, St Albans Sites: 2024/25: East-West Transmission Line 2024/25: Stage 1 planning permit and tendering	10,000	0	10,000
Cycling & Walking Strategy implementation - Taylors Lakes Easement Shared User Path	Delivery of a shared user path from Robertson's Road to Melton Highway, Taylors Lakes Sites: 2024/25: Taylors Lakes Easement 2024/25: Construction - Stage 1	600,000	0	600,000
Circuit Paths in Parks and Reserves	Planning, design and construction of circuit paths and adjoining connections in response to residents' requests and identified improvements. Sites: 2024/2025: Bon Thomas Reserve Linear and Circuit Path (Design)	30,000	0	30,000
Playgrounds, Parks and Gardens		**3,605,000**	**0**	**3,605,000**
Flagship Park Upgrade and Renewal Program	Ongoing renewal of flagship parks. Sites: 2024/25: Cliff Harvey Lagoon Reserve: Design and construction Kevin Flint Memorial Reserve: Construction	975,000	0	975,000
Suburban Park Upgrade and Renewal Program	Ongoing renewal of suburban parks. Sites: 2024/25: Renewal of Ardeer Community Park, Ardeer, delivery	50,000	0	50,000
Neighbourhood Park Upgrade and Renewal Program	Upgrade of existing playgrounds as part of Creating Better Parks. 2 playgrounds per year to be upgraded in years 1 to 4. Sites: 2024/25: Renewal to Overton Lea Park, Sydenham, planning, design and approvals Upgrade to Stockton Run Reserve, Cairnlea, design and approvals Renewal to Hammerwood Avenue Reserve, Derrimut, design and approvals Renewal to Gurung Drive Reserve, Cairnlea design and approvals Upgrade to Arthur Street Reserve, St Albans, design and approvals Upgrade to Cocoparra Crescent Reserve, Taylors Lakes, delivery Renewal to Larisa Reserve, St Albans, delivery	480,000	0	480,000
Local Park and Reserves upgrade and Renewal program	Upgrade of various Local Reserves including tree planting and furniture installation as part of Creating Better Parks implementation and in response to community requests. Sites: 2024/25: Municipal Wide Program	100,000	0	100,000
Skate, Scoot and BMX facilities program	Improvement to existing facilities and new facilities as per Creating Better Parks. Sites: 2024/25: Balmoral Skate Park	750,000	0	750,000
Physical activity facilities	Construct sports facilities in parks including basketball courts, football/soccer goals, climbing/ parkour equipment etc. as per ongoing requests by community. Sites: 2024/25: Kevin Flint Memorial Reserve Cairnlea basketball court expansion, delivery	100,000	0	100,000
Dog Off-leash Spaces	Construction of new fully enclosed dog off-leash parks and improvements to existing. Sites to be informed by Creating Better Parks Policy and Plan Review. Sites: 2024/25: Upgrade to Taylors Lakes Dog Park, design and approvals New Delahey Dog Park, delivery	425,000	0	425,000
Dempster Reserve Suburban Park Upgrade	Stage 1 of this project was completed in 2021 with the installation of a raingarden to capture stormwater and then store underground for irrigation use as part of Council's Oasis Park initiative. Stage 2 is to prepare a concept plan for Dempster Reserve. This will create a more accessible park space for the Sunshine North community where open space is limited. This will seek to include a new circuit path that connects both sites, provision of new car parking to remove parking around the oval, improved park infrastructure and tree planting. 2024/25: Design and Engagement	50,000	0	50,000
Oasis Parks	Design and construction of a lake/wetland as identified in the Integrated Water Catchment Management scoping and prioritisation for Maribyrnong and Kororoit Catchments Report. The lake/wetland would be integrated with proposed new playground and provide a irrigated parkland in Keilor Downs. Sites: 2024/25: Copernicus Way Reserve, documentation and approvals	180,000	0	180,000
Nature Places	Create a system of trails, points of interest and interpretive signage close to playgrounds and protected conservation zones in close proximity. Sites: 2024/25: Municipal Wide	70,000	0	70,000
Sunshine Energy Park Vision Plan	2024/2025: Business cases and pre-planning: Hullet street connection to Carrington Drive and associated activations	50,000	0	50,000
Isabella Williams Bridge	2024/25: Design and Approvals 2030/31: Construction to be cofunded with Melton City Council	25,000	0	25,000
Sydenham Park, Keilor North- Share User Trail - Stage 2 works.	2024/25: Stage 1 Construction	350,000	0	350,000

Project Group / Name	Project Description	Total Expenditure 2024/25 ($)	Potential Income ($)	Net Cost To Council 2024/25 ($)
Road Works		**24,137,000**	**1,130,000**	**23,007,000**
Road rehabilitation projects - various locations	Road pavement rehabilitation projects. Sites: 2024/25: Refer to Road Rehabilitation List for 2024/2025.	15,134,000	1,130,000	14,004,000
Road pavement asphalt overlay projects - various locations	Road pavement asphalt overlay projects. Sites: 2024/25: Refer to Road Resheeting List for 2024/2025.	5,103,000	0	5,103,000
Footpath rehabilitation program - various locations	Rolling program to rehabilitate footpaths throughout the municipality. Sites: 2024/25: Municipal Wide Program	3,200,000	0	3,200,000
Kerb replacement for property access	Replacement of kerbing and asphalt overlay to enable access to properties. Sites: 2024/25: Municipal Wide Program	300,000	0	300,000
Road rehabilitation - forward design program	Forward design of future road rehabilitation projects. Sites: 2024/25: Municipal Wide Program	250,000	0	250,000
Bridge & Culvert Renewal Program	Works, as identified from triennial condition audits to ensure continued safety and functionality. Sites: 2024/25: Municipal Wide Program	150,000	0	150,000
Sports Facilities		**14,660,000**	**100,000**	**14,560,000**
Sports Surface/ Ground Reconstruction	Annual sportsground reconstruction program including drainage, irrigation, players benches, goal posts, on-site storage, fencing and surface works including forward design for following year. Sites: 2024/25 Sites: Selwyn Tennis Courts 1 to 6	60,000	0	60,000
Sunshine Leisure Centre, Sunshine - upgrade and renewal works	On-going annual upgrade and renewal works. 2024/25: Complete construction	2,500,000	0	2,500,000
Sports Netting replacement program	Program to upgrade or replace sports nets in sporting facilities. Sites: 2024/25: Keilor Park Cricket	400,000	0	400,000
Sports Ground Irrigation Upgrade/Installation	Installation of new irrigation systems as part of an annual rolling irrigation program. Sites: 2024/25: Churchill Reserve Pitch 1.	750,000	0	750,000
Tennis Court resurfacing program	Rolling program for tennis court surface upgrades. Sites: 2024/25: Lionheart Tennis Courts	100,000	0	100,000
Sports pavilion kitchen upgrade rolling program	Rolling program to upgrade and refurbish ageing kitchens in sporting facilities. Sites: 2024/25: Selwyn Park Cricket and Soccer Pavilion	120,000	0	120,000
Sports Reserve Fence Replacement	Annual rolling program to replace fences at sports grounds to promote participation of local Brimbank residents on sporting reserves. Sites: 2024/25: Keilor Tennis	450,000	0	450,000
Lloyd Reserve, Sunshine - Soccer/ Cricket pavilion upgrade	Soccer/ Cricket Pavilion upgrade including Car Parking	675,000	0	675,000
New JR Parsons Football / Cricket Pavilion	Construction of a new sports pavilion for cricket and football including Car parking. 2024/25: Commence construction	400,000	0	400,000
Lionheart Reserve Tennis Pavilion Upgrade, Taylors Lakes	Tennis pavilion refurbishment.	3,900,000	0	3,900,000
Inclusive Facilities Upgrades' from the existing title of Female Sports Facilities Upgrades	Rolling program to increase equity, access and opportunities for existing and emerging female participants and officials in sport and active recreation. Sites: 2024/25: Ralph Reserve Design and construction	130,000	0	130,000
Sports Facilities pre-planning and investigation	Pre-planning and investigation for projects 2 years ahead of construction to identify and understand any complications or issues at the site.	350,000	0	350,000
Brimbank Aquatic & Wellness Centre - upgrade and renewal works	On-going annual upgrade and renewal works.	400,000	0	400,000
Replacement of irrigation system at Keilor Golf Course	Replacement of the irrigation system a Keilor Golf Course as the current system has reached the end of its design life.	600,000	0	600,000
Sportsground storage refurbishment program	Sites: 2024/25: Ardeer Reserve	75,000	0	75,000
Sports Ground Lighting	Annual rolling program to upgrade or install new sportsground lighting. Sites: 2024/25: Dempster Park Tennis Courts 3 & 4 , Green Gully Tennis Courts 5 & 6 , Lionheart Reserve Tennis Courts 1 to 6	900,000	100,000	800,000
Sports Shade and Cover	Installation of fixed shade shelters for sporting reserves. Sites: 2024/25: Green Gully Reserve Bocce Courts	450,000	0	450,000
Driving Range & Shed at Keilor Public Golf Course	Installation of shelter and shed for the Golf Driving Range	550,000	0	550,000
Keilor Sports Club Social Room Extension	Upgrades to Keilor Recreation Reserve Social Rooms	700,000	0	700,000
Inclusive Facilities Upgrades	Rolling program to increase equity, access and opportunities for existing and emerging female participants and officials in sport and active recreation. Sites: 2024/25: Keilor Park Oval No.2	1,150,000	0	1,150,000

Project Group / Name	Project Description	Total Expenditure 2024/25 ($)	Potential Income ($)	Net Cost To Council 2024/25 ($)
Town Centres		**1,185,000**	**0**	**1,185,000**
Sunshine MAC Streetscape and Public Realm Revitalisation	Program to undertake works to continue to revitalise the Sunshine MAC as guided by Structure Plan. Initial project to prepare a Masterplan to provide a long-term strategic vision for the streetscapes and public realm, and set out objectives and a framework to achieve that vision. 2024/25 - 2026/27: Master Planning. Sites to be included in the future budget allocations: City Place and Sun Crescent, Ballarat Rd boulevard, Russell Street Heritage Link, Hampshire Road South, Foundry Rd (DCP), Durham Rd and Watt Street (DCP)	75,000	0	75,000
St. Albans Town Centre - Streetscape upgrades	Program to undertake works to continue to revitalise the St Albans Activity Centre. Years 1 - 4 will focus on implementing high priority projects from Alfrieda Street Master Plan and East Esplanade Streetscape Plan. Then in Year 5 and 6 prepare a Masterplan to provide a long-term strategic vision for the streetscapes and public realm, and set out objectives and a framework to achieve that vision. Sites: 2024/25: East Esplanade: Construction	600,000	0	600,000
Local Activity Centres - (Small / Medium) streetscape and public realm upgrades	Place based Local Activity Centre (LAC) upgrades to support local economy and living locally Sites: 2024/25: Billingham Road LAC (also on Road Rehab program)	300,000	0	300,000
Sunshine MAC - Devonshire Rd Streetscape and Public Realm	Streetscape improvements (Harvester Rd to Kennedy Street) including completion of safe bicycle infrastructure (on Principle Bike Network) 2024/25: concept design development and consultation	10,000	0	10,000
Municipal Gateway Landscaping	Upgrade and renewal of Municipal Gateway Landscaping. Sites: 2024/25: Municipal Wide Program	20,000	0	20,000
Neighbourhood Activity Centre (large) streetscape and public realm upgrade	Streetscape and public realm improvements in Glengala Village Activity Centre 2024/25: Detailed design	50,000	0	50,000
Various Facilities - Public Art Projects	Creation of public art projects in various locations. Sites: 2024/25: Sunvale Park (completion) HV McKay Gardens (Design)	100,000	0	100,000
Town Centre Lighting Guidelines - Implementation	Implementation of lighting in town centres and activity centres to create a sense of place, improve pedestrian connectivity and enhance night time environment. Alignment of this budget line item with other works in town centres. Sites: 2024/25: West Sunshine LAC improvements (align with TC14) design only and construction in 25/26 when the streetscape is upgraded (design)	30,000	0	30,000
Traffic Management		**460,000**	**0**	**460,000**
School crossings – reactive works - various locations	Installation and modifications to school crossings as identified or as requested during the year - various locations. Sites: 2024/25: Municipal Wide	15,000	0	15,000
Traffic Signals - various locations	Installation of traffic signals and associated civil works. Upgrade traffic signal sites to LED lanterns and where required upgrade controller to facilitate LEDs. Sites: 2024/25: Municipal Wide	80,000	0	80,000
Local Area Traffic Management projects (LATM)	Construction of various traffic management treatments in local areas. Sites: 2024/25: Chedgey Drive, St Albans Deer Park	315,000	0	315,000
Traffic Safety Minor Works - reactive - various locations.	Works to address any unplanned road safety issues that arise during the year, such as guard railing, bollards, pedestrian safety fences, line marking delineation treatments. Sites: 2024/25: Municipal Wide	50,000	0	50,000
Plant, Equipment and other assets		**6,597,590**	**29,000**	**6,568,590**
Passenger & Light Commercial	Sites: 2024/25: Municipal Wide	1,220,000	0	1,220,000
Plant & Machinery	Sites: 2024/25: Municipal Wide	2,575,000	0	2,575,000
Sundry breakages during the year	Sites: 2024/25: Municipal Wide	20,000	0	20,000
Library Books	Sites: 2024/25: Municipal Wide	825,000	29,000	796,000
Smarter City Program - installation of smart sensors.	Installation of smart sensors devices for the monitoring and management of street litter bins and temperature monitoring in urban spaces. Sites: 2024/25: Municipal Wide	25,000	0	25,000
IT - AV Update	Upgrade to AV and Video Conferencing capabilities across Council facilities. Sites: 2024/25: Municipal Wide	60,000	0	60,000
PM Fees Not Included in Business case		1,872,590	0	1,872,590
TOTAL CAPITAL		**58,665,590**	**2,551,000**	**56,114,590**

The expenditure provided for in each line item is for the forecast or projected that Council will expend. On occasions the actual amount expended could be greater or lesser than the expenditure provided for. Because each line item is part of a class of expenditure being forecast or projected. Council intends that the expenditure authorised through the adoption of the Budget will be the totality of the expenditure by class (regardless of whether, in respect of any particular project, the actual amount expended exceeds or is less than the expenditure that is shown).

Appendix B
2024/25 Road Rehabilitation Program

Ref	Road Name	Local Description	Suburb	Engineers Estimate
1	Albury Street	Ballarat Road to Wyalong Street	Albion	$408,200
2	Ambon Avenue	Glenrobe Street to Newbury Street	Deer Park	$468,520
3	Billingham Road	Station Road to House Number 21 Billingham Rd	Deer Park	$645,060
4	Chatsworth Avenue	Ballarat Service Road to House Number 8 Chatsworth Avenue	Ardeer	$466,000
5	Coolamon Street	Roundabout Coolamon Street	Albion	$267,280
6	East Esplanade	Arthur Street to Main Road East	St Albans	$731,122
7	Ferris Avenue	Tasman Avenue to Jarrah Pass	Deer Park	$420,420
8	Foleys Road	Central Park Boulevard to Dalmuir Boulevard	Derrimut	$650,000
9	Genoa Place	Porter Court to End	Deer Park	$134,621
10	Hamel Street	Kamarooka Street to Roundabout Coolamon Street	Albion	$222,300
11	Honeyeater Crescent	Bellbird Ave west side to Fantail Court	Taylors Lakes	$806,000
12	Huddersfield Road	Welwyn Parade to Stevenston Street	Deer Park	$1,352,000
13	Hume Drive	Rose Hedge Drive to Copperfield Drive	Sydenham	$850,000
14	Jackman Crescent	Old Calder Hwy (west side) to Hill Court	Keilor	$380,380
15	Laura Court	Cooke Avenue to End	Sunshine North	$175,760
16	Little Street	Billingham Road to Welwyn Parade	Deer Park	$169,000
17	Maxweld Street	North Street to Yallourn Street	Ardeer	$353,860
18	Messina Crescent	Verona Drive North to Medici Court	Keilor Lodge	$676,000
19	Moira Street	Ardoyne Street to End	Sunshine	$470,340
20	Neil Street	Service Street to Hertford Road	Sunshine	$377,000
21	North Street	Forrest Street to Helene Street	Ardeer	$716,300
22	Patterson Avenue	Loddon Avenue to Green Gully Road (North)	Keilor	$1,369,680
23	Pinaroo Avenue	Wright Street to Lachlan Road	Sunshine West	$388,180
24	Porter Court	Billingham Road to End	Deer Park	$251,311
25	Power Street	Charles Street to Theodore St	St Albans	$481,000
26	Sutherland Street	Diamond Avenue to Oakwood Road	Albanvale	$546,000
27	Theodore Street	Fox Street to Taylors Road	St Albans	$832,000
28	Ventura Court	Messina Crescent to End	Keilor Lodge	$377,000
29	Verona Drive	Clifton Court to Roundabout Pintail Crescent	Taylors Lakes	$148,666
			Total Rehabilitation	**15,134,000**

Brimbank City Council

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13.2	**Governance Report June 2024**
Directorate	People, Partnerships and Performance
Director	Georgie Hill
Manager	Danny Bilaver
Attachment(s)	1. Record of Informal Meeting of Councillors [**13.2.1** - 8 pages] 2. Delegates and Representatives Report [**13.2.2** - 2 pages] 3. Submission to the Inquiry into Local Government Funding and Service Delivery in Victoria [**13.2.3** - 44 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.
- A proposal to amend the 2024 Council Meeting schedule.
- A submission to the Inquiry into Local Government Funding and Service Delivery in Victoria.

Council Recommendation

That Council:

a. Notes the:

i. Governance Report June 2024.

ii. Contracts entered into, and works orders approved, in accordance with S7 Instrument of Sub Delegation (24/3453AQ; 24/3466; 24/3473Q; 24/3476; 24/3485; 24/3501).

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. Adopts the amendments to the meeting schedule for the months of September 2024 and November 2024, shown at Table 1 in this report, and authorises the Chief Executive Officer to further amend the meeting schedule for September, October and November 2024 should special circumstances arise.

c. Endorses the submission to the Inquiry into Local Government Funding and Service Delivery in Victoria at Attachment 3 to this report.

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 $2,000,000 (exclusive of GST) through an Instrument of Delegation made on 23 April 2024 (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
24/3453AQ	Brimbank Sediment Basin Clean Out	Naturform Pty Ltd	$141,583	16/5/2024
24/3466	Design Supply and Installation of a Modular Change Room Keilor Park Oval 2	K L Modular Pty Ltd	$917,730	14/5/2024
24/3473Q	Supply and Installation of Feature Lighting Princess Lane St Albans	High Access Cabling Pty Ltd	$172,062	23/5/2024
24/3476	Asphalt Resurfacing at various Roads	Asphaltech Pty Ltd	$476,238	22/5/2024
24/3485	Robertson's Homestead Restoration Works	Stokes Rousseau	$762,100	22/5/2024
24/3501	Selwyn Reserve Cricket Nets Construction	RMS Groundworks Pty Ltd	$391,482	28/5/2024

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
20 May 2024	Safety and Wellbeing Partnership
28 May 2024	Briefing
29 May 2024	Disability Advisory Committee
14 June 2024	Council Meeting Briefing

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
20 May 2024	Safety and Wellbeing Partnership	Cr Kerr

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
24 May 2024	Cr Borg	Hon Dr Daniel Mulino MP	Mental health Vietnamese Museum Airport Rail Link Global challenges

31 May 2024	Cr Rasic	Trung Luu MP	Calder Freeway Melbourne Airport Rails / Sunshine Precinct Mental Health Greening the West Better Buses for Melbourne's West Homelessness Roads JR Patterson Reserve

Amendments to the 2024 Council Meeting Schedule

Since the adoption of the 2024 Meeting scheduled in September 2023, amendments have been proposed to the Local Government (Electoral) Regulations 2020. The amendments have arisen due to the Victorian Electoral Commission advising that the current election timelines are no longer viable as there has been an increase in the scale and complexity of local government elections, including changes to enrolment entitlements, population growth, higher number of wards, likely increase in the number of candidates, and reduction in mail services offered by Australia Post.

To accommodate the Victorian Electoral Commission's advice, Local Government Victoria has proposed that the Candidate Nomination Period will now commence Monday 9 September and close 12.00pm Tuesday 17 September. Council's election (caretaker) period will now commence 12pm Tuesday 17 September, requiring amendments to Councils' meeting schedule for the month of September to avoid Council having two Council Meetings during the election period.

Giving the changing dynamics of the election period and the potential need to review Council's post-election meeting structure (due to potential for late declaration of the election) it is also recommended that the Chief Executive Officer be authorised the ability to amend the September, October and November 2024 meeting schedule to cover for these special circumstances.

September 2024 Council Meeting
The September 2024 Council Meeting is recommended to be rescheduled from 17 September 2024 to 10 September 2024.

Swearing in Ceremony
The Swearing in Ceremony for Councillors will be held Wednesday, 6 November 2024.

Election of Mayor and Deputy Mayor
The Council Meeting to elect the Mayor and Deputy Mayor for 2024/25 will be held Tuesday, 19 November 2024.

Council will resume its meeting cycle in December 2024 as previously adopted in 2023.

Table 1

Month	Activity	Date	Time
September	Council Meeting	10 September	7.00pm

Month	Activity	Date	Time
November	Swearing in of New Council	6 November	6.00pm
	Election of Mayor/Deputy Mayor	19 November	6.00pm

Submission to the Inquiry into Local Government Funding and Service Delivery in Victoria

On 3 May 2024 the Legislative Council has tasked the Economy and Infrastructure Committee with investigating local government funding and service delivery in Victoria. The inquiry will cover cost shifting impacts, core service delivery adequacy, overall revenue structures, their sustainability, and potential alternative funding models. Submissions have been invited by 28 June 2024.

Attachment 3 is Brimbank's submission to this inquiry, highlighting challenges specific to our Council along with support for the submission from Local Government Finance Professionals (FinPro). FinPro is the peak body representing local government finance professionals in Victoria.

Public hearings will be held and a report to Parliament is due by 28 November 2024.

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, Safety, Environmental or Financial 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 strives 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:	Safety and Wellbeing Partnership		
Date:	20 May 2024	**Time:**	3:30 pm to 5:00 pm
Location:	Online (MS Teams)		
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:	Damir Lendich, Coordinator Youth Services Disa Linden-Perlis, A/Coordinator Social Policy and Research Mindy Allott, Social Planning and Policy Officer (Community Safety)		
Other attendees:	Victoria Police representatives x2 cohealth representatives x3 AAFRO (The Australian African Foundation for Retention and Opportunity) representatives x2 Jesuit Social Services representative The Youth Junction representative Department of Education representative Department of Families, Fairness and Housing representatives x2 Department of Justice and Community Safety representative		

Name of Council Officer completing Record of Informal Meeting:	Mindy Allott

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 introductions	NIL	<Select one>
2.	Victoria Police: Update on current policing operations and trend	NIL	<Select one>
3.	Council: Hotspots update and discussion	NIL	<Select one>
4.	Focus Topic: Alcohol and Other Drugs	NIL	<Select one>
5.	General member discussion and updates	NIL	<Select one>
6.	Next meeting and close	NIL	<Select one>

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:	28 May 2024	**Time:**	6.00pm to 8:20pm
Location:	Council Chamber		
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 Danny Bilaver, Manager Governance and Risk Leanne Deans, Manager City Strategy Michelle Van Gerrevink, Manager Climate Emergency and Environment Justin Burgess, Coordinator Strategic Planning Liz Lewis, Principal Strategic Planner Dan George, Organisational Compliance Officer		

Other attendees:	Municipal Monitors; Penny Holloway, Janet Dore
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?
1.	Submission to Developing a New Plan for Victoria		<Select one>
2.	Sunshine Energy Park Solar Farm Business Case		
3.	Biodiversity Strategy Review		
4.	Governance Policies Review		
5.	Organisational Strategy *- OHS Strategy Review* *- Service Planning* *- Connected Brimbank*		

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:	29 May 2024	**Time:**	10am - 12pm
Location:	Level 6, Brimbank Community and 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:	Raewyn Afu - Coordinator Strengthening Communities Julieanne Spagnolo - Service Navigation Officer		
Other attendees:	Community representatives x 4		
Name of Council Officer completing Record of Informal Meeting:	Raewyn Afu - Coordinator Strengthening Communities		

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	<Select one>
2.	Previous minutes	Nil	<Select one>
3.	Update on actions from previous meeting - NOM update on Additional Accessible Parking in front of Brimbank Community & Civic Centre	Nil	<Select one>
4.	Disability Action Plan update	Nil	<Select one>
5.	Presentations - Draft Accessible and Inclusive Events Guide - Service Navigation Officer role	Nil	<Select one>
6.	Hidden Disability Sunflower initiative update	Nil	<Select one>
7.	Brimbank Disability Network Group update	Nil	
8.	Other Business	Nil	
9.	Next meeting and close	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:	Council Meeting Briefing		
Date:	11 June 2024	**Time:**	6.00pm to 8:30pm
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 Danny Bilaver, Manager Governance and Risk Rachel Deans, Manager Customer Experience and Service Innovation		
Other attendees:	Janet Dore, Municipal Monitor Penelope Holloway, Municipal Monitor		

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?
1.	Governance Report June 2024		<Select one>
2.	Governance Policies Review		
3.	Quarterly Advocacy Report June 2024		
4.	Brimbank Planning Scheme Amendment C239brim Housing and Neighbourhood Character Strategy		
5.	Biodiversity Strategy Review	6.5 - Cr Thomas O'Reilly due to employment	Yes
6.	Submission to Developing a Plan for Victoria		
7.	Final Draft Brimbank City Council Innovate Reconciliation Action Plan 2024-2026		
8.	Final Draft Sports Facility Hire, Licenses and Leases Agreement Policy 2024		
9.	Contract No. 24/3495 - Provision of Kerbside Recyclables Processing		
10.	Contract No 19/2503 - Provision of Pound and Animal Collection - Extension of Contract		
11.	Aged Care Reforms		
12.	Final Draft Council Plan Action Plan and Budget 2024/2025 Consultation		
13.	Quarterly Advocacy Report		
14.	Councillor Discussion		

Forward completed *Record of Informal Meeting of Councillors* to Governance within 48 hours of the meeting for Reporting to Council.

Council Representative's Report

Report details	
Representative/s:	Cr Maria Kerr
Committee/Event:	Safety and Wellbeing Partnership
Meeting date:	20 May 2024
Report author:	Mindy Allott

Report

1. Welcome and Introductions

Included an Acknowledgement of country, note that the meeting was being recorded, requests for conflict of interest, introductions of new members, apologies.

2. Victoria Police: Update on current policing operations and trends

Provided update on:

- Recent Neighbourhood Policing Forum
- Current crime reduction operations
- Main policing and crime issues in Brimbank
- Responded to questions about illegal trade on Alfreida Street, resourcing of Police in Brimbank and safety concerns affecting vulnerable community members.

3. Council: Hotspots update and discussion

Provided an overview of the objectives of the Hotspots Working Group.

Presented overview of current trends across Brimbank Hotspots:

- Currently 4 hotspots: Errington Reserve, St Albans Town Centre, Sunshine Town Centre, Watergardens Shopping Centre.
- We're seeing patterns of the same people sleeping rough circulating through different locations.
- Activations and youth engagements are proving really successful across multiple locations.

- Service needs and gaps: AOD and homelessness services that can support individuals with complex mental health and housing needs.

4. Focus Topic: Alcohol and Other Drugs (AOD)

Presentation on Drug Trends in Brimbank: Brimbank statistics presented on harms from AOD use in Brimbank including AOD-related crime, AOD-related hospital admissions, and AOD-related Ambulance attendance.

Group discussions of the following questions:

What is happening in the AOD sector in Brimbank?

- Provided information on AOD services run by cohealth, JSS, The Youth Junction inc.

Where are the greatest needs? Where are the greatest opportunities for collective action?

- Discussions identified need for 1) information on AOD services/responses to be provided to community 2) coordination of existing services and 3) advocacy for additional services/funding.

What further information do we need to help us continue this discussion and make decisions?

- Identified need for information on 1) AOD service usage 2) school-based AOD education/primary prevention

5. General member discussion and updates

- Coffee with a Cop in St Albans CBD Tuesday 21 May - flyer shared in meeting chat
- Discussed advocacy to establish a Police Hub at Watergardens.

6. Next meeting and close

Next meeting scheduled for Monday 15th July at 3:00 - 5:00 pm

Recommendations

There were no matters to be considered by Council.

Next meeting:	15 July 2024 at 3:00 pm, via MS Teams

Brimbank City Council

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Sunshine, Victoria 3020

11 June 2024

Committee Inquiry into Local Government Funding and Service Delivery in Victoria

Dear Members of the Inquiry

Re: Local Government Funding and Service Delivery in Victoria – Submission by Brimbank City Council

Brimbank City Council welcomes the opportunity to provide a submission to the Inquiry into Local Government Funding and Service Delivery in Victoria. We align our submission with the findings of the FinPro submission and wish to highlight specific circumstances unique to our council that further emphasise the need for reform in local government funding and service delivery mechanisms.

We also attach the Municipal Association of Victoria's submission to the Commonwealth Parliamentary Inquiry into Local Government Sustainability. The submission highlights Brimbank's efforts to combat unemployment through mentoring, micro-credential courses, community capacity investment, and local responses to disadvantage, showcasing the benefits of financially sustainable Councils and Local Government leadership.

Support for FinPro's Findings

Brimbank City Council agrees with the key findings of the FinPro submission, particularly regarding the financial sustainability challenges faced by local governments in Victoria. The issues of cost shifting, ability of councils to adequately grow revenue under the current rate cap system, and insufficient investment in asset renewal strongly align with our experience. We support the recommendations for reassessing rate caps, improving asset reporting, and establishing a Local Government Cost Index.

Specific Challenges Faced by Brimbank City Council

Brimbank City Council serves a lower socio-economic community that is also highly multicultural. This unique demographic presents both opportunities and challenges in delivering equitable and effective services. Other challenges include low education levels, high unemployment and a history of land contamination.

1. Socio-Economic and Multicultural Factors

Our community's socio-economic status means that many residents are more reliant on our services, placing additional pressure on the council to find alternative funding sources. At the same time, our multicultural population requires a broader range of services and

programs to ensure social cohesion and inclusivity. These services often come at a higher cost, as they need to be culturally appropriate, accessible, and sometimes delivered in multiple languages.

2. Role in Providing Social Cohesion

The role of Brimbank City Council in fostering social cohesion cannot be understated. We provide critical community services, including but not limited to, language classes, cultural festivals, social integration programs and the provision of community facilities. These initiatives are essential for maintaining harmony and inclusiveness in our diverse community. However, the cost of delivering these programs is substantial, and current funding mechanisms do not adequately account for these additional expenses.

3. Contaminated Land Issues

Another significant challenge we face are the ongoing management obligations of contaminated land within our jurisdiction. Historically, several areas that are now under the responsibility of Brimbank City Council were utilised as disposal sites for Melbourne's metropolitan waste.

Post closure obligations and remediation of these sites is not only environmentally critical but also imposes substantial financial burdens on the Council. The costs associated with meeting EPA notice requirements including contamination assessment, clean-up, and ongoing monitoring are significant and divert funds from other essential community services. Council wears the full cost for managing these sites even though they were licensed to operate by the State Government.

Financial Sustainability and Service Delivery

The financial sustainability of Brimbank City Council is further strained by the need to invest in infrastructure and services that meet the growing and diverse needs of our community. Despite these challenges, we remain committed to delivering high-quality services and infrastructure through strategic planning and continuous improvement.

1. Service Planning and Continuous Improvement

Brimbank City Council has undertaken extensive service planning to ensure that we are meeting the current and future needs of our community efficiently which has been guided by our Community Vision and Council Plan. Our continuous improvement initiatives focus on optimizing service delivery, reducing costs where possible, and enhancing the quality of services provided. These efforts are critical in ensuring that we can sustain our service levels despite financial constraints.

2. Investment in Systems

To support our strategic planning and service delivery, Brimbank City Council is investing in modern systems and technologies. These investments aim to improve our operational

efficiency, enhance data-driven decision-making, and provide better services to our residents. While these investments require upfront capital, they are essential for long-term sustainability and improved service delivery.

Addressing Climate Change Risks

Councils are on the frontline preparing for, mitigating, adapting and responding to the risks and impacts of climate change as communities across Victoria experience the compounding effects of successive flood, storm, fire, and heatwave events. Councils play a critical role in community resilience and wellbeing, providing vital community services, coordinating local disaster preparedness, response, and recovery, and managing high value community assets and infrastructure including roads, community buildings and facilities, parks, paths, tracks, and trails, all of which are impacted by climate change.

A recent economic analysis of the direct risks to council-owned community assets from climate hazards in Greater Melbourne assessed average annual damages as currently $90-120 million. This is expected to increase to around $210-$300 million by 2050 (a 150% increase) and $400-$540 million by 2100 (a 300% increase) under business as usual (i.e. no adaptation).[1]

Victorian councils have a legislated responsibility to respond to climate change, and many Council's, including Brimbank, have adopted ambitious corporate and community emissions reduction targets and climate action plans; but state and federal governments have greater capacity to generate the funds required to adequately mitigate and adapt to climate change as the primary recipients of tax revenue. A multi-level governance approach is urgently needed to meet the scale of the climate change challenge for the benefit of current and future generations of Victorians.

Brimbank is especially vulnerable to urban heat island effect [2] (UHI). Roughly 60% of Brimbank is impervious surfaces such as roads, footpaths, carparks and building roofs. The municipality is ranked number one in Greater Melbourne for experiencing urban heat island effect resulting in average summer temperatures 10.75 degrees higher than surrounding rural areas. Brimbank has 10.2% tree canopy cover compared to 16.2% for Greater Melbourne. Brimbank's demographic profile and urban environment makes it

1 Natural Capital Economics, 22 March 2023, Adaptive Community Assets: A report prepared for the Eastern Alliance for Greenhouse Action. (link)

2 Data for the UHI effect was obtained from the Clean Air and Urban Landscapes Hub's 'Urban Vegetation, Urban Heat Islands and Heat Vulnerability Assessment in Melbourne, 2018' report (Su et al,2019). Researchers calculated the UHI effect for all 31 local government areas (LGAs) in Melbourne by deriving land surface temperature data from Landsat 8 thermal data collected by the United States Geological Survey.

especially vulnerable to heatwave impacts. High social vulnerability tends to intensify heat health risk. There are several suburbs with the municipality are very vulnerable to extreme temperatures, including St Albans, Delahey, Deer Park and Sunshine North. This vulnerability is based on several factors, including age, general health, ethnicity, socioeconomic status, access to air condition, access to health services, type of housing, urban design, and land use. A recent VCOSS paper 'A Comparison Of Disadvantage and Urban Heat Island Effect In Melbourne, Australia,' (Latham, 2024) compared the Australian Bureau of Statistics' 2016 Index of Relative Socio-economic Disadvantage scores against the urban heat island effect of all 27 'city' local government areas in metropolitan Melbourne in Victoria, Australia. The City of Brimbank has the highest UHI effect (+10.75oC) in Melbourne and the second lowest IRSD score (921).

Recommendations for Reform

Based on the challenges outlined above and our alignment with FinPro's findings, Brimbank City Council recommends the following actions to support financial sustainability and effective service delivery:

1. **Reassess Rate Caps:** Adjust rate capping policies to reflect the unique socio-economic and demographic profiles of different councils. This would allow councils like Brimbank to generate sufficient revenue to meet their community's needs.
2. **Establish a Local Government Cost Index:** Develop an index that accurately reflects the cost drivers faced by local governments, particularly those in lower socio-economic and multicultural areas. This index should inform funding allocations and rate cap adjustments.
3. **Increase State and Federal Support for Contaminated Land Management:** Provide targeted grants and financial assistance for councils dealing with historical contamination issues. This support would alleviate the financial burden on councils and allow them to allocate more resources to community services.
4. **Enhance Funding Flexibility:** Allow greater flexibility in how councils can use state and federal grants to address local priorities and emerging needs. This flexibility would enable councils to respond more effectively to the specific challenges faced by their communities.
5. **Support for Social Cohesion Initiatives:** Recognise and fund the additional costs associated with delivering services in multicultural communities. This includes support for language services, cultural programs, and community integration initiatives.
6. **Multi-level Governance approach to Climate Change:** A multi-level governance approach is urgently needed to meet the scale of the climate change challenge for the benefit of current and future generations of Victorians.

Conclusion

Brimbank City Council is committed to serving our diverse community with integrity, efficiency, and responsiveness. However, the financial sustainability of our council is under significant pressure due to the combined effects of rate capping, historical contamination issues, and the unique needs of our socio-economically disadvantaged and

multicultural population. We strongly urge the Inquiry to consider these factors and the recommendations outlined above to ensure that councils like Brimbank can continue to provide vital services and infrastructure to their communities.

We thank the Inquiry for considering our submission and welcome any further discussions or inquiries into the matters raised.

Yours sincerely

Cr Ranka Rasic
Mayor
Brimbank City Council

MUNICIPAL ASSOCIATION OF VICTORIA



SUBMISSION TO PARLIAMENTARY INQUIRY INTO LOCAL GOVERNMENT SUSTAINABILITY

ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the Traditional Custodians of the land on which we live. We recognise their continuing connection to land, waters and culture and pay our respects to their Elders past, present and emerging.

Disclaimer and Copyright

This submission has been prepared by the MAV to represent the views and interests of Victoria's councils. It does not purport to reflect the exact views of individual councils.

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EXECUTIVE SUMMARY

No one understands the challenges and opportunities facing Victoria in the 21st century better than local councils. From rapidly evolving technology to social changes, shifting economies to environmental pressures, our local communities– and the local governments that represent them–are at the forefront of multiple transformations happening simultaneously.

Victorian councils are delivering the essential services and infrastructure to meet local and national priorities across numerous areas including community resilience, social cohesion and safety, climate change, and housing.

The direct connection between councillors and council staff and the communities they serve means councils are best placed to understand, anticipate, and respond to the needs of those communities. To efficiently deliver on local, regional, and national priorities we need to harness this local government knowledge and expertise.

Current funding models leave councils under-resourced and uncertain about their financial futures. Many are forced to make hard decisions about which essential community services to exit. For example, across Victoria many councils are exiting the provision of aged care, as their overall financial position means they can't carry the risk of an uncertain funding model.

Early years education and care in Victoria couldn't exist without council facilities, contributing to and enabling national productivity outcomes. Increasingly Victorian councils are withdrawing from early years service and infrastructure provision due to escalating infrastructure costs and workforce shortages.

Financially sustainable councils can, and are often required to, step in and respond to issues as they emerge - from addressing social issues to emergency response and recovery. We need to ensure that councils have the ongoing capacity to prevent, step in and respond to local issues as they arise.

Brimbank Council in Melbourne's west is pro-actively targeting unemployment through mentoring programs and micro-credential courses. These types of programs can't happen without financial security for councils.

There are serious risks to the financial sustainability of Victorian councils. Increasingly, councils report underlying deficits, reductions in unrestricted cash and working capital, and deteriorating asset renewal rates.

The Australian system of government is built on an assumption of revenue sharing from higher levels of government to more localised ones. This addresses both the revenue-raising and service delivery imbalance between tiers of government and diverse needs between jurisdictions.

These assumptions have eroded over time, exacerbated by cost shifting, with councils and local communities bearing the cost. As a share of Commonwealth tax receipts, Financial Assistance Grants are now the lowest they have ever been.

For every dollar of revenue they collect, Victorian councils manage $10 of physical assets like parks, and roads and kindergartens. For the Victorian Government this figure is $4, and for the Commonwealth $0.40

The benefits of addressing these problems are numerous, diverse, and immediate.

Financially secure councils are more proactive, from providing preventative maintenance to shaping a circular economy or prioritising continuous improvement in service delivery.

Victoria's 79 councils are incubators for innovation. A partnership between Bass Coast, Baw Baw, and South Gippsland Shire Councils established MyLi as the first library corporation to be a registered not for profit and has since expanded to service Cardinia Shire.

Councils are also economic drivers and provide high quality stable jobs to over 40,000 Victorians. The Australian Local Government Association estimates restoring Financial Assistance Grants to 1% of Commonwealth tax receipts would support over 22,000 additional FTE of jobs and increase Gross Regional Product 1.4 times greater than the investment required [1].

Trust in government has never been a more important resource. Victorian councils want to partner with their state and federal counterparts in building social cohesion and realising their communities' aspirations. They need a funding model that affords them the capacity to do so.

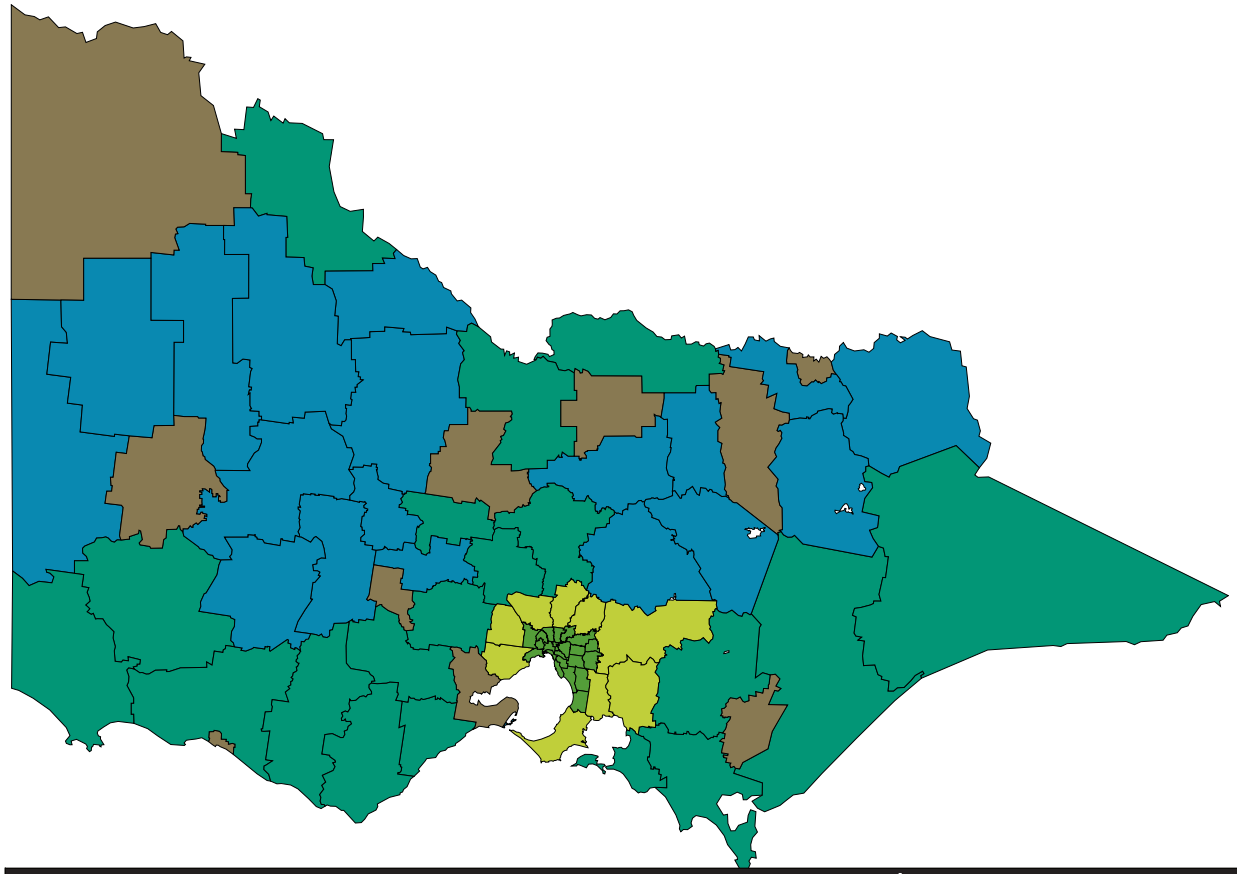
RECOMMENDATIONS

1. Increase the quantum of Financial Assistance Grants to 1% of Commonwealth tax revenue
2. Make grants more productive by:
    a. Reducing administrative burden
    b. Easing co-contribution requirements
    c. Allowing for more flexible timelines
    d. Expanding eligible projects beyond just shovel-ready infrastructure
    e. Reinstating, restoring, or reinvigorating funding streams like the Local Roads and Community Infrastructure fund
3. Partner with local government, particularly to deliver technology transformation and climate change adaptation and mitigation and community resilience.
4. Address critical skill shortages through tertiary education and skilled migration pathways
5. Incorporate principles of betterment into the Disaster Recovery Funding Arrangements at a national level
6. Ambitiously pursue product stewardship to incentivise reducing waste and ensure the costs of waste are borne by those who create it



VICTORIAN LOCAL GOVERNMENT





Victorian local government is made up of 79 councils representing the state's more than six million people.

Councils are area-based representative governments with a legislative and electoral mandate to manage local issues and plan for the community's needs.

Councils and the communities they represent are diverse. Council populations range from 3,000 people to more than 340,000. The largest local government area spans 22,000 square kilometres, and the smallest just 8.6. Budgets range from $13 million to $580 million and collectively councils manage over $140 billion in physical assets and infrastructure.

The functions councils perform are just as diverse. From emergency management to economic development, maternal and child health to kindergarten, food safety to road management.

Victoria's councils are commonly divided into five comparator groups which will be used throughout this submission and are summarised on this page.

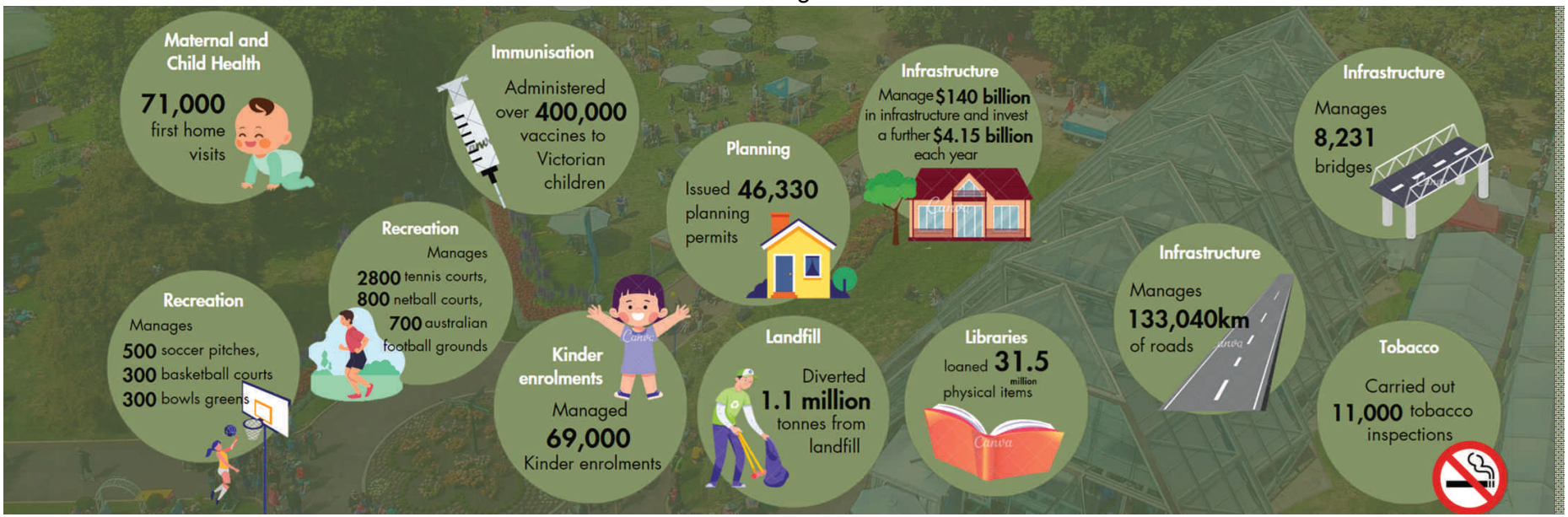
Victorian council comparator groups

	Population	Revenue	Physical Assets	Workforce FTE
	Range [Median]	Range [Median]	Range [Median]	Range [Median]
Metropolitan	92,000 - 204,000 [149,000]	$161m - $567m [$229m]	$1.35bn - $4.73bn [$2.76bn]	468 - 2453 [707]
Interface	63,000 - 390,000 [206,000]	$113m - $782m [$407m]	$0.91bn - $6.64bn [$3.75bn]	324 - 1461 [700]
Regional City	20,000 - 282,000 [63,000]	$66m - $619m [$164m]	$0.63bn - $4.7bn [$1.19bn]	212 - 1597 [419]
Large Shire	16,000 - 61,000 [31,000]	$51m - $180m [$97m]	$0.42bn - $1.44bn [$0.77bn]	171 - 358 [265]
Small Shire	3,200 - 18,000 [11,000]	$15m - $54m [$41m]	$0.17bn - $0.48bn [$0.29bn]	41 - 197 [117]

Source: MAV, data source: Victorian Auditor General's Office - Audited financial statements of councils, Australian Bureau of Statistics - Estimated Regional Population, 2013, 2023 Local Government Grants Commission - Council Employment survey

The breadth of activities undertaken by councils touch every resident in their day-to-day life. To name just a portion:

- Road management and maintenance
- Aged care
- Protecting historic buildings
- Promoting local tourism
- Conducting citizenship ceremonies
- Library services
- Community buses
- Kindergarten
- Managing permits for on-street trading and busking
- Regulating prescribed premises such as food businesses, beauty and body art salons, and rooming houses
- Assessing and issuing planning permits
- Regulating the safety and compliance of buildings
- Kerbside and public bin collections
- Street sweeping, litter management and graffiti removal
- Supporting community groups through grants and advice
- Prevention of Violence Against Women and gender equity
- Emergency management
- Street tree and public tree planting and maintenance
- Issuing permits for septic tanks
- Roadside pest and weed control
- Investigating and addressing nuisance complaints
- Neighbourhood and community houses
- Maternal and Child Health services
- Immunisation
- Sport and recreation facilities
- Resident and disabled parking permits
- Animal welfare and registration
- Public parks, gardens, and playgrounds
- Stormwater management
- Active transport routes
- Noise from residential buildings or residential construction sites
- Foreshore and waterfront management
- Youth centres and programs
- Regional airports
- Promoting diversity and inclusion
- Strategic planning
- Childcare
- Street lighting
- Supporting local businesses and chambers of commerce



Selected Victorian council activities based on 2022-23 data. Source: MAV
Attachment 13.2.3

Fiscal Relations

Government fiscal relations in Australia operate on principles of vertical fiscal imbalance (VFI) and horizontal fiscal equalisation (HFE).

VFI means that the revenue raising powers across different levels of government do not reflect their expenditure needs. In Australia over the last decade the Commonwealth has collected 81% of total tax revenue, the States and Territories 15.5% and local governments the remaining 3.5%. By comparison local governments manage 25% of public non-financial assets and states and territories 65% while the Commonwealth manages only 10%.

To put this in a Victorian context, for every dollar of revenue they collect, Victorian councils manage $10 of physical assets like parks and roads and kindergartens. For the Victorian Government this figure is $4, and for the Commonwealth $0.40.

Transfers such as Financial Assistance Grants are not a nicety, they are a fundamental part of how Australian government works. However, as a percentage of Commonwealth tax receipts they have now reached historic lows. This, combined with State-based constraints on own-source revenue has left many Victorian councils struggling to find the necessary funds to continue services.

The other principle is that of horizontal fiscal equalisation (HFE). This recognises that across jurisdictions at the same level of government, the capacity to raise revenue and the costs of performing functions varies significantly.

HFE proposes that different jurisdictions should be able to provide similar levels of service to their communities at a similar level of burden.

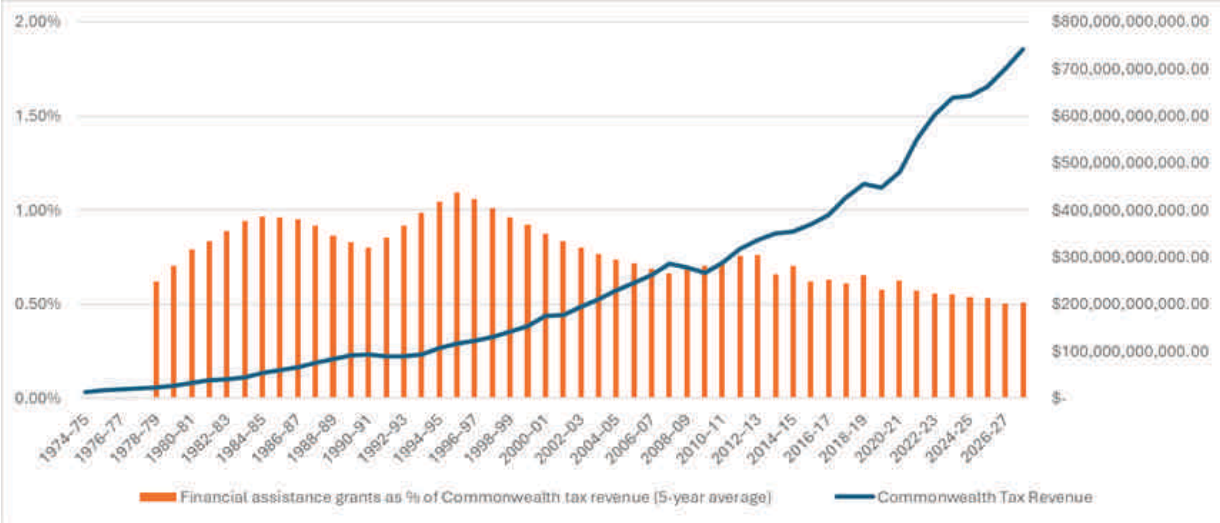
For every dollar of revenue they collect, Victorian councils manage $10 of physical assets like parks, and roads and kindergartens. For the Victorian Government this figure is $4, and for the Commonwealth $0.40

In Victoria the Victorian Local Government Grants Commission assesses cost and revenue modifiers in determining the share of Financial Assistance Grants that is distributed to each council.

Cost modifiers include proportions of aged pensioners, indigenous people, and people under 6 within the population, environmental risk from fire and flood, languages spoken, socio-economic status within the municipality, remoteness and population dispersal, tourism, and whether the council provides or draws from broader regional services.

Revenue modifiers include household income, the proportion of valuations which are commercial properties, and the value of development occurring.

In general, these factors identify rural councils as being less able to raise revenue and facing higher costs to deliver equivalent service levels than metropolitan councils, though there are exceptions.



Source: MAV, data sources: Australian Bureau of Statistics – Taxation Revenue, Reserve Bank of Australia – Commonwealth Government Taxation Receipts, Department of Infrastructure, Transport, Regional Development, Communications and the Arts – Financial Assistance Grants Cash Payments & Local Government National Reports

Key Indicators

There are serious risks to the financial sustainability of Victorian councils. Increasingly, councils report underlying deficits, reductions in unrestricted cash and working capital, and deteriorating asset renewal rates.

This is made more concerning by the fact that State-based reporting does not pick up on these factors. Several decisions in the way the state monitors financial sustainability obfuscate underlying problems.

Accounting surplus rather than underlying surplus is frequently used. Total cash is also referred to rather than unrestricted cash. In both cases these are significantly distorted by money that is ringfenced from operational uses, such as developer contributions.

Over time the State has also included upgrade expenditure when calculating asset renewal gaps, rather than purely maintenance expenditure. This provided a significant boost to the number of councils that appear to be meeting targets but is inaccurate.

A further challenge to analysis is the timing of release of Financial Assistance Grants, which can make up a sizable portion of the underlying revenue for many councils. A portion of Financial Assistance Grants has often been brought forward into the preceding financial year, but in recent years particularly the % of total grants brought forward has varied. This can lead to councils effectively receiving much more than a normal yearly allocation in one year, and much less in the following year.

In 2021-22 normalising these payments would bring the number of councils reporting deficits from 35 up to 43, and in 2022-23 from 37 up to 46.

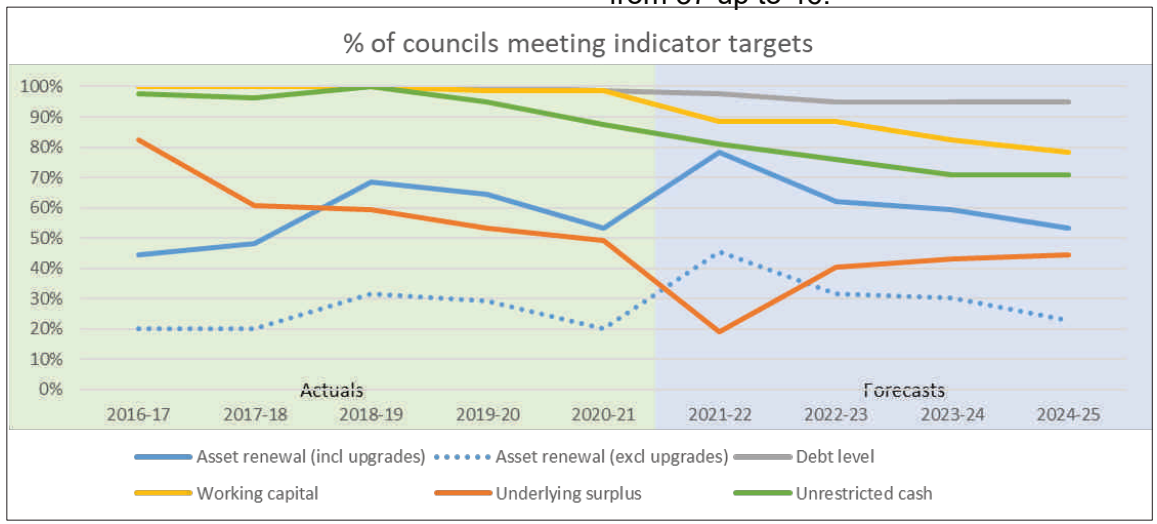
A key part of the deterioration in local government sustainability has been the introduction of a rate cap in Victoria. Victoria's rate cap is set based on Department of Treasury and Finance forecasts for CPI growth. There are two main problems with this.

Firstly, CPI is not an accurate indicator of the costs facing local government. The MAV has developed a cost indicator that better reflects what councils are paying year to year to maintain service standards which is detailed elsewhere in this paper.

Secondly, there is no adjustment mechanism to account for when forecasts do not match reality. Instead, the rate cap is merely set based on the new forecast without consideration of previous gaps. Incorporating a mechanism to "catch up" via future rate caps would go some way to addressing the compounding revenue challenges councils face.

The rate cap is not the sole challenge for councils, however. Even absent of a rate cap, councils are constrained by the capacity of their community to pay additional costs. In many cases, communities with the least ability to pay are also the most expensive to service due to factors such as socio-economic disadvantage and small and disparate populations.

Ultimately this needs to be addressed through redistributions from other levels of government, including restoring the quantum of Financial Assistance Grants to previous levels and expanding and improving upon other sources of grants.



Source: MAV and LG Finance Professionals - Sustainability Gap Report, data source: council budgets and financial statements

Attachment 13.2.3

International Comparison

Using OECD data, we can examine how Australian local government compares to similar countries across some key indicators.

The comparison countries are those which are classified as high-income and have federal systems of government, rather than unitary ones. That is, subnational governments have a right to exist and are recognised in the constitution as having powers the national government can't take away unilaterally.

Interestingly, without constitutional recognition of local government councils effectively operate within a unitary system within their state. Local governments in Victoria are established by state legislation and the barriers to the Victorian Government making unilateral decisions are political ones rather than legal ones.

Australian local government is smaller than comparable counterparts.

It receives the smallest proportion of its income through transfers from other levels of government. It is the most reliant on non-tax non-grant revenue, which in Victoria consists largely of user fees and fines.

This reliance has significant equity implications, as the costs of providing services fall more proportionally on those using that service.

While having a fairly low capital expenditure compared to other countries, this is due to the smaller overall budgets of Australian councils. When looked at as a portion of total local government expenditure, Australia spends the most by far - double that of the country ranking second.

This points again to councils in Australia being a level of government that is laden with infrastructure. This affects many facets of their overall financial sustainability as there are large baked in maintenance and renewal costs.

Comparison of key local government indicators across high-income federated OECD countries 2019/20 data								
	Australia		**Austria**	**Belgium**	**Germany**	**Spain**	**Switzerland**	**Canada**
Per capita LG expenditure ($USD)	$ 1,302.60	7th	$ 4,980.30	$ 3,871.50	$ 4,794.00	$ 2,445.50	$ 5,359.00	$ 4,472.90
LG expenditure as % of GDP	2.5%	7th	8.9%	7.4%	8.8%	6.4%	7.5%	9.3%
LG expenditure as % of total government expenditure	5.9%	7th	15.7%	12.4%	17.4%	12.2%	19.8%	17.3%
Grant and subsidy revenue per capita	$ 406.80	7th	$ 3,137.10	$ 2,063.80	$ 2,374.50	$ 1,049.50	$ 906.10	$ 2,178.30
as % of LG revenue	31%	6th	63%	53%	50%	43%	17%	49%
Per capita tax revenue ($USD)	$ 517.90	7th	$ 726.20	$ 1,162.90	$ 1,662.80	$ 1,241.10	$ 3,173.80	$ 1,714.70
as % of LG revenue	39.8%	3rd	14.6%	30.0%	34.7%	50.8%	59.2%	38.3%
% of revenue not grants or tax	29%	1st	22%	17%	16%	6%	24%	13%
Share of national tax revenue	3.50%	7th	4.90%	7.50%	13.20%	14.20%	21.30%	11.80%
Per capita LG CapEx ($USD)	$ 467.10	5th	$ 563.00	$ 433.40	$ 656.10	$ 255.30	$ 851.90	$ 759.10
LG CapEx as % of LG expenditure	36%	1st	11%	11%	14%	10%	16%	17%
Share of national CapEx	19.9%	6th	24.4%	22.8%	29.6%	14.3%	23.0%	34.4%

Source: MAV, data source: OECD Subnational Government Finance

Attachment 13.2.3



BENEFITS OF FINANCIALLY SUSTAINABLE COUNCILS



Attachment 13.2.3

BRIMBANK
METROPOLITAN



Investing in community capacity

Through targeted investment councils can improve engagement and resilience within their communities

Since 2009, the Brimbank Community Capacity Building Program has aimed to enhance governance and leadership skills among community members who work with and on behalf of their community. This long-running initiative includes three distinct streams designed to foster community resilience, participation, and empowerment.

The Brimbank Community Governance Training Program offers one-off training sessions to community groups within Brimbank, focusing on the governance and management of their organisations. The Brimbank Community Leadership Program provides a series of training to individuals, enhancing their leadership skills and capacity. Additionally, the Brimbank Leadership Alumni network connects participants who have completed the leadership program and attended multiple governance training sessions, allowing them to stay engaged and contribute to council activities.

To date, the program has trained over 600 community members. An evaluation conducted in 2023 revealed that the program effectively achieves its goals. Participants reported that the program improves community resilience by enhancing knowledge and connections, fostering increased community participation, and positively influencing engagement with council tools and initiatives. The findings indicated that the program has significantly improved participants' skills, knowledge, and self-confidence.

The impact of the program on the Brimbank community has been overwhelmingly positive, with sustained increases in engagement, skills, resilience, and empowerment among participants. By investing in the capacity of its community members, Brimbank Council has successfully fostered a more resilient, engaged, and capable community, demonstrating the long-term benefits of targeted capacity-building initiatives.

Investing in communities

Councils are the most connected level of government to their communities. They are constantly receiving local feedback, whether at the front desk, through engagement with elected representatives, at council meetings, or in formal consultation processes.

This means they are able to identify and respond to the needs of individual communities within their municipal area much faster than state or federal governments can hope to.

This can take the form of responding to acute or widespread disadvantage, or in addressing significant divides within the municipality.

Ideally these issues can be pre-empted and not reach a boiling point. Multicultural festivals and events held by councils are not just about bringing diverse communities together, but also and bridging gaps in understanding and building socially cohesive society.

Providers of last resort

Many communities rely on services that are simply not commercially viable for private operators to offer, or at least not at a price communities can afford.

In some cases, legislation requires councils to act as a potential alternative to commercial operators.

The Victorian building regulatory system was privatised in the early 1990s. Statewide over 90% of building permits are now issued by private building certifiers. In parts of rural Victoria however council is the only or one of very few issuers of building permits. Without providing this function residents would be unable to undertake all but the most minor of building works.

Where they have the capacity to do so, some councils step into this gap and offer the service directly, or support providers to deliver it.

A number of councils operate childcare to ensure their community has access to a high quality and affordable service that the market had otherwise failed to deliver.

Unless they have a solid baseline of financial stability councils don’t have the capacity to take on these roles.

Attachment 13.2.3

Stability

Having a strong financial base means councils are able to step in and help absorb the impacts of significant shocks for their community.

During the worst periods of the COVID-19 pandemic every Victorian council dedicated extensive resources to supporting their communities.

Support to businesses included direct support packages and rate relief, fast-tracked applications for approvals, liaison and mentoring programs, professional development opportunities, facilitating collaboration and networking, and rent relief for tenants of council facilities.

For communities councils continued vital services such as maternal and child health appointments, provided enhanced assistance for vulnerable people including establishing dedicated relief packages and expanding the eligibility criteria for in-home support, providing public health information, establishing local community networks, relaxing enforcement where public safety was not compromised, and offering rate waivers and deferrals.

This approach can be seen as similar to the role taken on by Victoria in absorbing the immediate impact of the pandemic to keep communities and economies going.

Compared to the Victorian Government however, councils have a very limited ability to increase their revenue streams. This means they had to take a more conservative approach during the pandemic and have fewer options available to them to pursue budget repair.

"The first and most important step was to let the Victorian Government's balance sheet absorb the blow of the pandemic – protecting jobs, businesses, families and the community" [2]
- Victorian Treasurer Tim Pallas MP

In addition to one-in-a-hundred-year pandemics the role of councils in supporting their communities through shock and disruption can be seen each year.

The governance structures, local networks, and strategic partnerships councils have are critical to activating relief and recovery measures as quickly as possible following a disaster.

After the initial response from emergency services, councils undertake building and environmental health risk assessments, establish relief and recovery centres, and provide information and leadership to impacted communities.

Efficiency and cooperation

State and federal governments benefit from councils as willing and able partners with equipment and expertise deployed across the country.

Other levels of government will often arrange for council to undertake functions they would otherwise do.

Victorian councils are currently funded to perform inspections on tobacco retailers to ensure they are not supplying to minors.

Many Victorian councils also perform maintenance on state road assets such as vegetation management. This has been more cost effective than the state having to deploy its own resources across the entire network.

Unfortunately, funding agreements have become so out of date that they no longer reflect the cost to council of undertaking this maintenance. As a result councils are considering whether they can justify continuing to do this at the expense of other priorities. Several councils have already ceased this maintenance.

SOUTHERN GRAMPIANS,
NORTHERN GRAMPIANS,
QUEENSCLIFFE & WEST WIMMERA

SMALL AND LARGE SHIRES



Collaborative ERP Renewal and Cloud Records Project

State funding allows councils to achieve long-term benefits through investing in systems

Northern Grampians, Southern Grampians, and Queenscliffe councils have recently completed the initial implementation of two collaborative projects funded by the Rural Councils Transformation Program: Enterprise Resource Planning (ERP) renewal and Cloud Records (With West Wimmera also joining the second project). These projects are designed to enhance digital infrastructure and streamline business processes across the participating councils. The ERP renewal project saw three councils jointly procure and implement a suite of "Best of Breed" software to replace their outdated ERP systems. This collaboration enabled cost savings, standardised business processes, and laid the foundation for potential service sharing and joint recruitment in the future.

Simultaneously, four councils worked together on the Cloud Records Project, transitioning from old records management systems to MS365 SharePoint. Staff now use MS Teams as their primary workspace, with AvePoint managing records compliance in the background. This new approach ensures high compliance with minimal user intervention by implementing in-place records management. These projects highlight how State Government funding supports small rural councils, allowing them to achieve outcomes that would be difficult independently.

As the councils move into Phase 2, they are focused on building training resources and developing standardised policies and procedures to maximise the efficient use of new systems. This ongoing collaboration fosters continuous improvement, with staff from the participating councils supporting each other and sharing best practices. The ERP renewal and Cloud Records projects exemplify the significant benefits of collaborative, state-funded initiatives in modernising digital infrastructure and setting the stage for future cooperation and efficiency in small rural councils.

Delivering on shared priorities

In addition to assisting State and Federal operations, the functions of local government are critical to delivering on the priorities of other levels of government.

Victorian councils manage 87 per cent of Victoria's road network, representing not only the roads many travel on in and around their communities but the first and last mile for longer trips such as interstate and intermodal freight.

Early years education in Victoria couldn't exist without council facilities, often leased to service providers at peppercorn rates.

Councils invest heavily into climate change initiatives, both mitigation and adaptation. They ensure their own buildings and services are efficient as well as supporting their communities to do the same.

Councils are taking on an increasing role in funding library services that support lifelong learning, digital literacy, and skill development.

Councils also engage heavily with individual communities to promote social cohesion across Victoria.

Continuous improvement

Continuous improvement is vital for councils, and any organisation, to maintain a high level of performance.

Unfortunately when budgets are under pressure it can be extremely difficult for councils to dedicate resources to continuous improvement over more immediate community-facing priorities such as service delivery and infrastructure management.

Many aspects of continuous improvement have a positive feedback loop, improving the sustainability of councils. Thus the councils that would benefit the most from it are often the ones least able to undertake it without support from other levels of government.

Where councils can undertake continuous improvement practices it can take many different forms.

Many Victorian councils have leant into improving digital systems. This has been significantly aided by programs such as the Victorian Government's Rural Council Transformation Program.

Other areas include professional development, collaboration with other councils and external partners, improved risk management, and forward service planning.

Organised sport

Community participation in sport is heavily dependent on councils. Over half the tennis courts, football grounds, soccer pitches, and swimming pools in Victoria are owned by council.

Councils also provide support to local sporting groups through operating grants and individuals and families to help make participation more affordable for the whole community.

Sport clubs are often the bedrock of communities, particularly in rural areas. A 2015 study [3] by La Trobe University examined the benefits of community clubs and identified a social return on investment of $4.40 for each $1 spent on running them.

Local clubs support local businesses and create direct employment opportunities in the community.

Other benefits include improved social connectedness, mental and physical health, building networks to improve resilience and access to employment opportunities, and gaining skills that can be used in people's personal and professional life.

"Councils collectively invest millions of dollars into football annually in the development and maintenance of football facilities" [4]
- Then AFL Victoria CEO Steven Reaper, AFL Victoria Local Government Forum

Sports heavily dependent on local government-owned facilities in Victoria		
	# owned by local government *	% of total *
Soccer pitches	539	71%
Basketball courts	316	62%
Skate parks	93	58%
Swimming pools	301	58%
Australian rules football grounds	727	58%
BMX tracks	70	57%
Tennis courts	2908	50%
Netball courts	823	48%
Hockey pitches	49	42%

Source: MAV, data source: Sport and Recreation Victoria - Facilities List. (Note, due to gaps in facility ownership in the source data the MAV considers these figures conservative)



GREATER GEELONG REGIONAL

Subsidised access to community facilities

Council-provided subsidies promote access to facilities for those who need it most

In February 2024, the City of Greater Geelong opened the $65.5 million Northern Aquatic Community Hub (NACH) in the northern suburbs of Norlane and Corio. These areas, identified by the SEIFA index as among the most disadvantaged in Victoria, have greatly benefited from this new facility. The NACH aims to remove financial barriers to participation through various subsidised initiatives, making it accessible to the local community.

Key initiatives include off-peak concession memberships priced at 50% off the full fee, which provide complete access to the facility, including reformer pilates. Additionally, a $50,000 small grant initiative will be launched in FY25 to offer free access for those unable to afford it, such as one term of swimming lessons. Memberships now also include small group training at no extra cost, and 60 participants per year can take advantage of funded learn-to-swim programs, courtesy of a commercial partner. Ongoing initiatives offer further discounts for concession holders, older adults, families, and corporate members.

These programs are primarily funded by the City of Greater Geelong, with the learn-to-swim program supported by a commercial partner. The council's commitment to subsidising access to the NACH ensures that residents of Norlane and Corio can benefit from the health and wellness opportunities provided by the new aquatic centre, helping to address the area's significant socioeconomic challenges. This approach highlights the role of local government in promoting community well-being and social equity through targeted support and access to essential services.

Open space

In addition to organised sport, council land forms the backbone of our public open space networks.

Within metropolitan Melbourne (encompassing metropolitan and interface councils), councils own 68 per cent of the parks, gardens, and organised recreation facilities by area, amounting to 16,400 hectares.

Across eight municipalities councils own over 90 per cent of this critical public space, between 80-90 per cent in another nine, and over half in all but six of the 31 councils that make up Melbourne.

The physical and mental health benefits of open space are well documented. In addition to providing a venue for physical activity, natural environments reduce stress, anxiety and depression.

Public open spaces also act as communal gathering spots. They provide a space for organised events such as concerts and festivals, as well as informal gatherings that promote casual interactions among the community.



Melbourne's open space network. Council owned land highlighted in red and other public open space in blue. Source: MAV, data source: Victorian Planning Authority - Metropolitan Open Space Network

Environmentally, the open space network promotes biodiversity. Of particular importance are biodiversity corridors which link habitats that would otherwise be isolated and potentially unviable due to urban development.

Improving air quality for residents is a significant benefit, particularly in urban environments.

The benefits of open space will also become more pronounced as the impacts of climate change become more severe.

Green spaces counteract the urban heat island effect. They can also be utilised as part of flood mitigation by managing stormwater surges during flood events.

Open space does not generate significant revenue. Even for organised sport, councils will generally charge a low fee for community clubs.

Management of the open space network requires councils that can afford to fund it out of general revenue in recognition of the significant benefits it provides.

Financial insecurity

By contrast, when councils don't have financial security there are significant impacts to local communities.

Victorian legislation requires councils to ensure their ongoing financial viability. A deteriorating financial position means councils are forced to make difficult decisions about the scope and scale of services they provide to their community.

A study conducted by AEC Group on behalf of the Australian Local Government Association identified specific functions as particularly at risk where finances become a problem [1]:

- Response to climate change
- Provision of recreation and open space activities
- Provision of community events and festivals
- Library and educational services
- Equitable access to services
- Public safety
- Promoting public health
- Additional support for at-risk populations
- Protecting communities from natural disasters
- Road maintenance
- Footpaths and cyclepaths
- Stormwater drainage

There are recent examples of councils having to reassess service delivery due to their financial position.

The Victorian Government's Program for Refugee Immunisation, Monitoring and Education (PRIME) was a program aimed at improving immunisation rates in asylum seeker and refugee communities. In some communities vaccination rates more than tripled under the program.

Despite its success, when the state program ceased participating councils were unable to continue this initiative due to the cost.

In the aged care space, many Victorian councils have announced they will leave the direct provision of in-home services. They will instead move to supporting residents to find and transition to an appropriate alternative service provider.

Changes to federal aged care funding models have increased client choice, but at the expense of the ability of councils to plan services. Many councils felt they were not in a financially strong enough position to take on the risk of uncertainty over funding.

As costs increase faster than revenue more councils will be closely examining their budgets to identify what functions they can no longer justify.



GREATER DANDENONG
METROPOLITAN

Deteriorating financial sustainability

Councils face increasing costs and significant limitations on their ability to raise revenue

The City of Greater Dandenong (CGD) is one of the most diverse multicultural communities in Australia. CGD is currently confronted with substantial medium to long-term financial sustainability challenges. These arise from several factors including rate capping policies that don't reflect increased costs, shifting of responsibilities to council, and the level of hardship experienced by the local community.

For 2024/25 the Victorian Government has set a rate cap of 2.75%. By contrast CGD has experienced cost increases over 20% for building construction, playground materials, tree maintenance services, and other maintenance services. Despite internal staff remuneration being pegged to the rate cap, overall employee costs will rise above this due to the increase in the Superannuation Guarantee.

In addition to this council finds itself taking responsibility to deliver functions that were previously undertaken by other levels of government, or where service agreements have become divorced from the cost of delivery such as council undertaking maintenance works on state road assets.

Even absent of external impositions on revenue and expenditure, CGD carefully considers the ability of its community to bear additional cost burdens. Greater Dandenong has high levels of severe disadvantage, poverty, homelessness, and unemployment. The ability to find additional revenue through either rates or user pays systems is extremely limited. These communities also rely heavily on council services, and any reduction to services would have severe impacts on both an individual and societal level.

Attachment 13.2.3



FUNDING INFRASTRUCTURE AND SERVICES



Attachment 13.2.3

LG Cost Index

Since 2016 Victorian councils have been subject to a State imposed cap on growth in rate revenue. This has exacerbated the challenges councils face in funding the services and infrastructure their communities rely on.

It also stands in stark contrast to the revenue growth other levels of government afford themselves. Since 2016 the tax revenue of Victorian councils has risen 23% in total, compared to a 53% rise in tax receipts for the Victorian Government and 59% for the Commonwealth

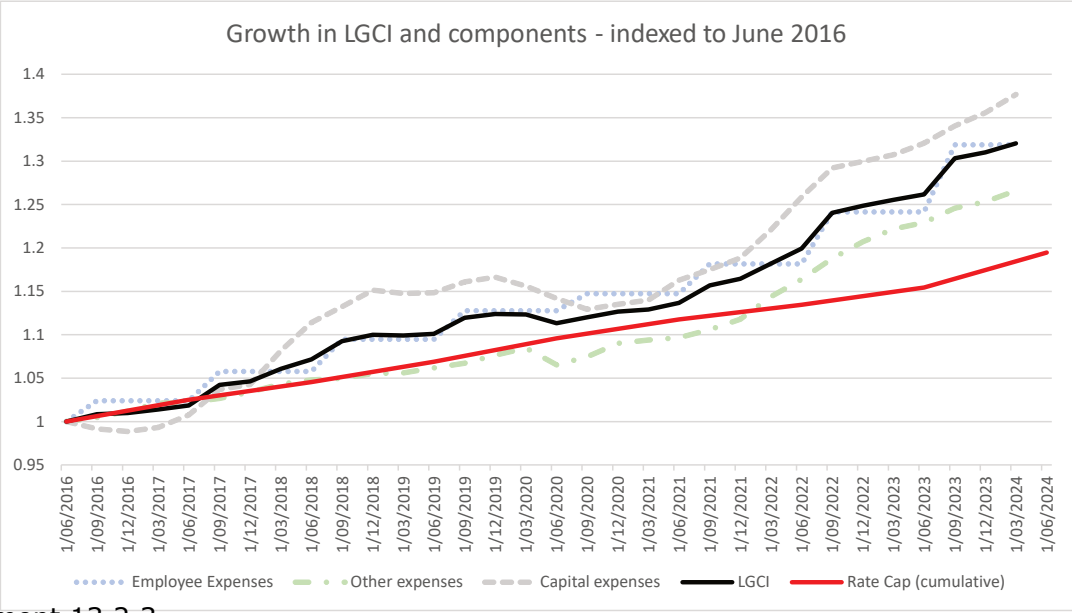
The rate cap is set based on Department of Treasury and Finance forecast for CPI. CPI is not an accurate reflection of the costs facing councils, and Treasury projections of CPI even less so.

To address this, the MAV has developed a cost index for Victorian local government based on methodologies in use in other jurisdictions.

Using this we estimate that since the introduction of the rate cap it has reflected just 60% of the cost increases facing councils.

Our cost index adopts a relatively simple approach of three components - wages, infrastructure, and other.

We have experimented with more complex indices involving upwards of 20 different components such as gas and printing costs. We found that any difference in the output did not warrant the increased complexity.



Attachment 13.2.3

Employee costs contribute 40% to the cost index. We use increases in the Local Government Industry Award, as well as incorporating increases to the Superannuation Guarantee. While each Victorian council has negotiated an EBA with its workforce, the award still represents a good statewide basis and is the comparison point for Better Off Overall Tests in negotiations.

Infrastructure costs are set at 30% and use the Road and Bridge Construction Index for Victoria published by the Australian Bureau of Statistics. The MAV believes this index may be somewhat conservative compared to the costs being experienced on the ground by councils. However, it still stands as the best option for a broadly available and trusted figure.

Finally we use the CPI for Melbourne for the remaining 30% to account for all other costs.

Using a methodology recently adopted by NSW's Independent Pricing and Regulatory Tribunal [5] we can also provide estimates for future growth in the index based on RBA economic forecasts.

Currently we predict the LGCI will increase a further 3.12% in 2024-25 and 2.64% in 2025-26.

For context the Victorian Government has set the rate cap for 2024-25 at 2.75%.

Infrastructure delivery

Infrastructure Australia [6] projects that the supply of labour to build infrastructure won't meet demand until the end of 2027. The biggest labour deficits are among labourers and structural and civil engineers.

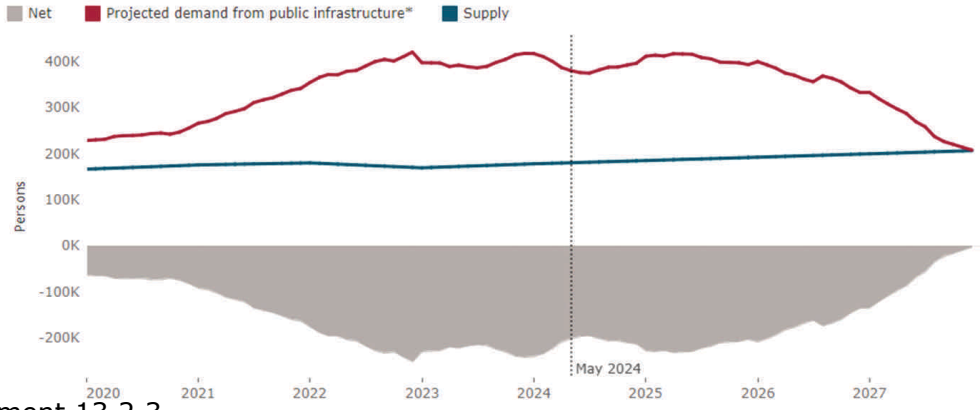
The data is based only on announced projects. With years of state, territory, and federal budgets between now and then we would expect demand to have increased significantly by the time 2027 arrives and for a substantial deficit to remain, as no significant increase in workforce is projected.

For councils, delivering and managing infrastructure is a large part of their role. These labour shortages affect them significantly. Costs to deliver infrastructure have risen dramatically. In addition to the shortfall driving up prices, many councils have been simply unable to complete projects.

An MAV survey [7] of councils in late 2022 found that over 80% of respondents had seen responses to infrastructure tenders weaken over the preceding 12 months. This is particularly challenging given tied grants are often quite strict in delivery timelines.

In addition to rising costs we are seeing councils capacity to pay for them erode. The application of a new Windfall Gains Tax to council land when re-zoned has impaired the ability of councils to fund capital projects through rationalising their asset base. For large redevelopments such as turning a car park into an apartment tower, the State would take 50% of the uplift value from re-zoning with no guarantee that this would be reinvested into local infrastructure.

Build-to-rent developments avoid subdivision which is the statutory trigger for some infrastructure contributions. Incentives for build-to-rent will have the (we believe) unintended consequence of leaving councils without the means to provide the infrastructure new residents need.



Source: Infrastructure Australia - Public Infrastructure Workforce Supply Dashboard



PORT PHILLIP
METROPOLITAN

Impact of build-to-rent reforms on development contributions

Well-meaning reforms have unintended consequences for infrastructure provision

The State Government's incentives for build-to-rent developments, such as a 50% reduction in land tax, aim to create new affordable housing complexes with below-market rentals. However, these developments do not involve the subdivision of property, meaning they do not trigger enliven the statutory trigger which allows councils to levy development contributions for open space.

Open space contributions are essential for Port Phillip City Council (PPCC), providing around $4-5 million annually to improve and expand public open spaces as the population grows. However, five recent build-to-rent developments in the Fishermans Bend area did not require these contributions, resulting in a loss of approximately $4.9 million in revenue. This shortfall equates to the funding needed for two municipal park upgrades, highlighting the financial impact on PPCC's ability to enhance community infrastructure.

The loss of open space contribution revenue necessitates adjustments to PPCC's financial plan. More funds from general rates will need to be allocated towards open space projects, reducing the budget for other services. Additionally, the PPCC anticipates lower general rates income from build-to-rent properties, estimated to be 10-15% less than traditional developments. This is because these properties are valued based on rental return rather than the Capital Improved Valuation typically applied to subdivided properties.

Overall, while the build-to-rent reforms promote affordable housing, they pose significant challenges for councils which have not been adequately addressed. They hinder local government's ability to provide the necessary infrastructure to support the very communities being established.

GREATER SHEPPARTON
REGIONAL CITY



Flood insurance challenges

Cost of insuring against climate change becomes harder and harder on an individual council basis

Since October 2022, Greater Shepparton City Council (GSCC) has faced significant challenges with its flood insurance, as premiums surged by approximately 25% in one year, while coverage for flood damage plummeted from $20 million to $2 million. The estimated final cost of insurance claims for 2022 is around $15 million, excluding business losses for key facilities such as the aquatic centre and performing arts centre. These figures highlight the long-term sustainability issues for civic infrastructure in a flood-prone area.

Climate science indicates that extreme weather and natural disasters will become more intense and unpredictable. In May 2022, the Climate Council of Australia identified the electorate of Nicholls, encompassing Greater Shepparton, as one of five exceptionally vulnerable localities. This underscores the urgent need for enhanced flood resilience and sustainable community planning.

The substantial reduction in flood coverage and rising insurance costs present a severe challenge to GSCC. The council must navigate these financial strains while striving to protect and maintain its infrastructure and supporting the community at large who find their homes and businesses increasingly at risk. These insurance challenges emphasize the broader issue of climate resilience, particularly for communities prone to natural disasters.

These challenges are exacerbated by policy decisions at state and commonwealth levels within the Disaster Recovery Funding Arrangements (DRFA). In Victoria DRFA funding can only be used to restore assets to the state they were in immediately prior to being damaged. At a Commonwealth level, the DRFA takes a narrow view of what constitutes essential public assets and thus what is eligible for funding.

Climate impacts

Victorian councils face an array of challenges due to climate change, significantly impacting their operations and planning.

One of the most obvious challenges is the increasing frequency and severity of extreme weather events, such as bushfires, floods. These events strain emergency response systems, necessitate costly infrastructure repairs, and disrupt community services.

Another major challenge is coastal erosion and rising sea levels, which threaten coastal communities and infrastructure. Councils will need to manage the protection and relocation of assets and potentially even communities.

Climate change also poses challenges for public health, with increased heatwaves leading to higher incidences of heat-related illnesses, particularly among vulnerable populations such as the elderly and those with pre-existing health conditions. Councils will increasingly need to enhance public health services, establish cooling centres, and green their existing public infrastructure.

Furthermore, climate change impacts biodiversity and natural ecosystems, many species are already facing extinction, requiring local governments to develop and implement conservation strategies to protect local flora and fauna. This often involves restoring habitats, managing invasive species, and promoting biodiversity-friendly practices among local communities.

Circular economy

Communities expect local government to play a key role in the circular economy and to maximise the amount of material being reused, recovered, and recycled.

Unfortunately, once something hits the bin is the worst time to start thinking about sustainability. Councils have very limited capacity to influence upstream change. The expectation for councils to solve our waste problems is akin to buying the best bucket possible to sit under a leaking roof.

Federal, and to some extent state, government have far greater levers to address change.

Mandatory product stewardship enacted through state or federal legislation has the ability to require manufacturers and importers of goods to have responsibility for the end-of-lifecycle impacts of products. This creates incentives to design products to be robust, reusable, and recyclable.

It also ensures a price signal is sent to consumers, influencing them to make decisions that avoid waste.

Dealing with the waste-creating decisions of product supply chains comes at a huge cost to councils. In 2022-23, 43 of Victoria's 79 councils spent over 10% of their total budgets on waste management. In addition to the environmental benefits of a circular economy, it would free up funds for other vital services and infrastructure.

Population growth

Official Victorian Government projections suggest Metropolitan Melbourne's population will increase from 2021 to 2051 by over 3 million, to reach 8 million people total. Regional Victoria's population is projected to grow by 646,000 to 2.28 million.

We can see from the local government area projections that are available to 2036 that this growth will not be evenly spread. The government has had a longstanding ambition to accommodate 70% of population growth within established areas rather than in new greenfield development.

Major investment will need to go into new areas to accommodate population growth putting even greater pressure on council finances and infrastructure delivery pipelines. Cost won't be the only barrier, space will become scarcer and scarcer.

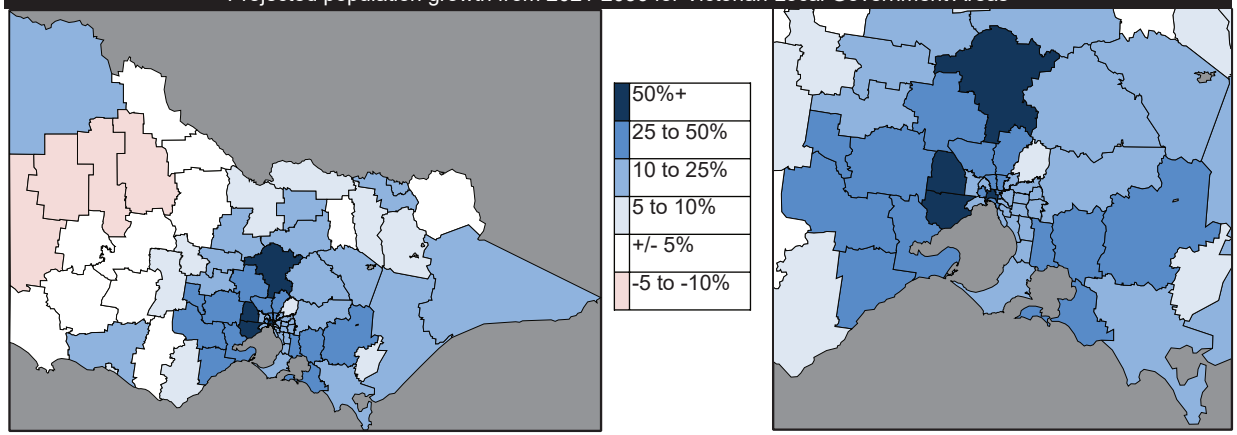
Service delivery will also need to adjust.

Already services like kerbside collections are more challenging in denser areas.

Areas of western Victoria where population is projected to decline or stagnate will face perhaps even bigger challenges. Small towns with decreasing and aging populations will face questions of their viability. In addition to the cost of servicing small dispersed populations and a declining revenue base, there is a threshold at which the social fabric can no longer renew.

The MAV has released two discussion papers addressing these and other concerns - Shaping Metropolitan Melbourne [8] and Shaping Regional and Rural Victoria [9]. These are intended as the start of a conversation between councils, communities, and other levels of

Projected population growth from 2021-2036 for Victorian Local Government Areas



Source: MAV, data source: Department of Transport and Planning - Victoria in Future

Attachment 13.2.3



MORNINGTON PENINSULA
INTERFACE

Managing coastal land in a changing climate

Council bears an increasing and unsustainable cost to maintain assets that benefit many Victorians

Mornington Peninsula is host to 192km of coastline - 10% of Victoria's total. Mornington Peninsula Shire Council is responsible for the maintenance and management of around one third of this.

Each year around 8 million people visit the Peninsula to enjoy its unique coastal environment, villages, and hinterlands. MPSC currently spends more than $8m per annum maintaining infrastructure on the foreshore and keeping beaches clean, safe, and accessible. These costs are rising with increased patronage and the impacts of climate change.

Extreme weather events and changed conditions due to development are increasing the severity and frequency of erosion events and landslips. Council has had to close one historic path for safety reasons, with an options report costing $85,000 and design $100,000 budgeted for the start of design work. Early estimates are that the cost of works could be up to $4m.

The scale of these costs are already beyond the capacity of individual communities and councils to fund, and they will only increase. It highlights the need to address climate change impacts at a strategic level. This must include either undertaking or funding councils to undertake proactive work to improve resilience, rather than merely responding to damage after it occurs.

MOONEE VALLEY
METROPOLITAN



Public-Private Partnership for community facilities

Council partners with a service provider to address longstanding infrastructure issues and revitalise community assets.

Moonee Valley City Council (MVCC) has entered into a public-private partnership (PPP) with BlueFit, a leisure facility management company to redevelop Riverside Golf and Sports Centre.

The Riverside Sport and Recreation Precinct Plan was developed by MVCC in consultation with the local community. Principles were developed that the precinct be safe, multi-use and community focused, green and climate resilient, connected and accessible, and functional and high amenity.

The current precinct has significant problems. In addition to wear and tear and capacity, the placing of the golf driving range and the netball and tennis courts mean that they can't be used simultaneously without risk to the public. The new development will address these issues, provide playgrounds and active spaces, improved access and pathways as well as potential hospitality uses.

The PPP is underpinned by a 20-year management contract, allowing council to oversee the operations and ensure that community needs are met. It will see most of the capital investment provided by BlueFit.

PPPs won't be suitable in all circumstances. However, where a community-led vision has been developed, and there are partners able to deliver upon them, a PPP can help council capital budgets go further in delivering on infrastructure needs.

Funding alternatives

With these pressures on finances and the delivery of services and infrastructure, the idea of finding alternative sources of revenue and funding is an attractive one for local government.

Some options can be done largely under a councils own initiative, while others will require approval in some form from the state government.

Not every option will be viable for every council. In a 2022 report for Rural Councils Victoria [10], SGS Economics and Planning found that while boutique revenue streams could be found, meaningful improvements to council finances need to come from revenue sharing from other levels of government.

Changes to developer contributions through the planning system have numerous benefits. They are hard to avoid and they tie revenue to densification and thus increased demand for infrastructure. Once established they also act by reducing the residual land value - effectively being paid by those selling land through a reduction in sale value rather than an increased price for those buying new homes. However, like all planning scheme changes, they must ultimately be signed off by the Minister for Planning.

There are benefits rationalising asset inventories. Maintenance costs can be reduced, a one-off injection of funds from the sale achieved, and once developed to a higher yield use the land will contribute more to the local economy and the rate base.

Councils looking at this to fund capital expenditure have been hindered by the imposition of the Victorian Government's windfall gains tax, which would see the State take 50% of the uplift value from any re-zoning.

Other avenues include public private partnerships to deliver infrastructure or developing services commercially to provide either to the public or other councils.

There may also be scope to increase revenue from the use of council services and facilities, however this cost is borne directly by community so should be weighed against the social benefits of subsidised or at-cost offerings.

Sources of revenue for Victorian councils - 2022/23

	Rates and Charges	Grants	Statutory Fees and Fines	User fees	Development contributions	Other revenue
Metropolitan	63%	14%	6%	9%	4%	4%
Interface	43%	14%	3%	5%	32%	3%
Regional Cities	48%	22%	2%	10%	13%	4%
Large Shire	47%	31%	2%	7%	9%	5%
Small Shire	42%	46%	1%	5%	2%	5%

Source: MAV, data source: VAGO audited financial statements of Victorian councils

Attachment 13.2.3



WORKFORCE CHALLENGES AND OPPORTUNITIES



Councils as Employers

One of the major contributions councils make to local communities is their role as an employer.

Councils provide stable and high-quality jobs to local residents. In many areas they are one of the largest employers in a community.

Councils have been criticised for being top-heavy with unnecessary layers of management. This is incorrect, councils have a smaller proportion of management in their workforce than the private sector.

When examining the distribution of wage brackets, again comparing to the private sector, councils have fewer people on low wages, fewer people on the highest wages, and more in the middle.

Councils also help address gender equity in the workplace, both through paying women well and in supporting mechanisms. Councils offer flexible work arrangements to ensure that parents can continue contributing in the workplace in a way that fits their circumstances.

In 2010 Surf Coast Shire Council implemented what we understand were globally the first paid leave provisions for workers experiencing family violence. This has since become a legal right for all Australian employees, whether full-time, part-time, or casual.

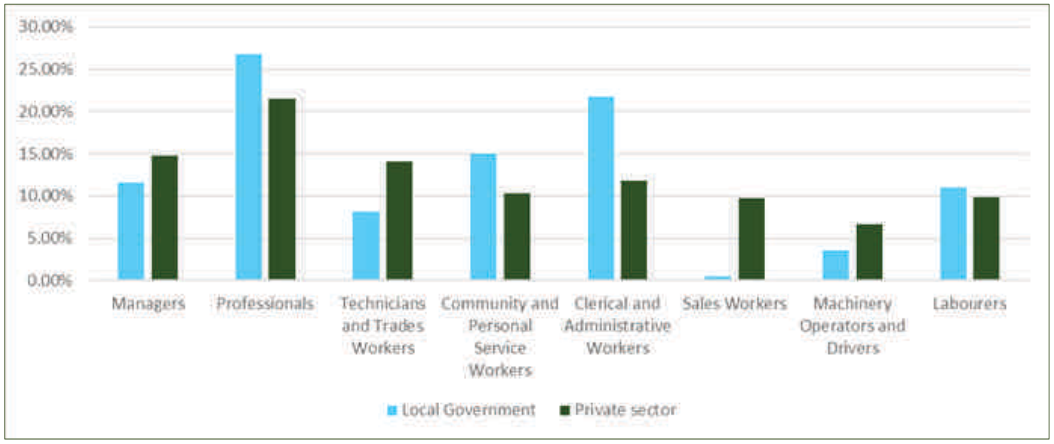
In many professions local government also helps train up the bulk of the workforce, whether they stay in the public sector or go to private industry.

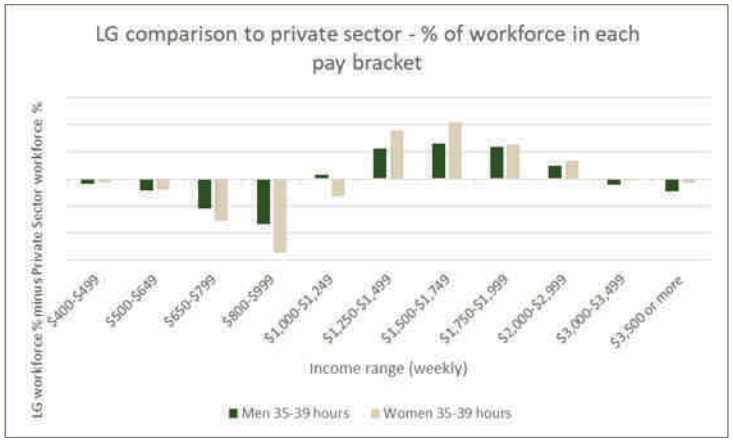
The majority of town planners and building inspectors for example, get their first opportunity in local government.

Local government, through cadetships, apprenticeships, and work placements, can be a great place to develop a career, It can also be a place that helps people get back into the workforce after long-term absence. Local government wages flow into economic activity in local communities.

In examining the rate cap in Victoria, the Centre for Future Work [11] estimated that more than 20,000 indirect jobs are created by local government activity (through downstream consumption and upstream supply chain impacts). This is in addition to the 50,000 people directly employed by councils.

When looking at the impact constrained local government revenue has had (in this case the rate cap), they state this may have cost over 7,000 jobs (direct and indirect) and reduced GDP by up to $890 million.





Source: MAV, data source: ABS 2021 Census TableBuilder

Attachment 13.2.3

Skills shortages

Victorian local governments face significant challenges in attracting and retaining workforce, particularly across several key skill areas.

The 2022 Australian Local Government Workforce Skills and Capability Survey [12] found that three quarters of responding Victorian councils said workforce capacity and capability issues impacted project delivery.

Building surveyors, maternal and child health nurses, planners and engineers were cited as the hardest roles for councils to fill. There have also been longstanding challenges to recruit environmental health officers, and councils expect waste management and recycling staff to become a critical shortage in the future.

One of the primary issues is the lack of affordable housing. Many rural communities have limited housing options, making it difficult for potential employees to find suitable accommodation. Without affordable housing, even those interested in working in rural settings may be forced to seek employment elsewhere, where housing is more accessible. This is exacerbated by poor access to transport options within an area.

Skills shortages can also become self-perpetuating. Where councils are understaffed each employee will carry a greater workload. This can lead to burnout and the employee leaving for another employer.

Councils expect skills shortages to become worse. Demand for workers will increase due to external factors such as reforms by other levels of government, changing demographics, and climate change. Meeting the workforce demands of the expansion of early years education in particular will be challenging for many councils.

Across some professions, and in rural councils more generally, an aging workforce profile adds additional challenges. As experienced workers reach retirement age we will lose the opportunity to mentor the next generation and retain institutional and professional knowledge.

In some cases the problem is not merely the ability of councils to attract the workforce, but the existence of a sufficient workforce at all. In Victoria demand for building surveyors far exceeds the current workforce across both the public and private sector. In those cases the solutions need considerable involvement from state and federal governments, as well as other partners such as the tertiary education sector.



WANGARATTA
REGIONAL CITY

Challenges of an aging regional workforce

Structural challenges require innovative approaches to recruitment and retention, as well as outsourcing key services

Wangaratta Rural City Council (WRCC) faces significant workforce challenges, particularly in recruiting and retaining skilled personnel for critical service areas such as environmental health officers and arborists. These positions are essential for service delivery, yet attracting qualified individuals is difficult due to the constraints of service delivery budgets.

WRCC's doesn't have the size for career-building programs or scholarships to develop these skills internally. Teams do not exist at a scale large enough to support this, turnover is relatively low, and career progression pathways are limited. As a result, larger councils or private sector employment opportunities can be more attractive employers. Housing shortages further exacerbate recruitment difficulties.

In response WRCC has had to outsource to ensure service delivery can continue without interruption. WRCC has also implemented bespoke recruitment efforts, including referral services, sign-on bonuses, above-band salary offers, and relocation support. Application processes have been tailored to match the technology capabilities likely applicants.

Moreover, Wangaratta's workforce is aging at a materially higher rate than the average Australian workforce, adding further complexity to the recruitment and retention challenges. The Council's proactive measures aim to mitigate these issues, but the combination of regional disadvantages and an aging workforce continues to present significant hurdles.

Through these efforts, Wangaratta Council strives to maintain service quality and continuity while navigating the difficulties inherent in regional workforce management. The situation underscores the need for innovative solutions and support to ensure the sustainability of critical services in rural areas.

YARRA
METROPOLITAN



Early years workforce challenges

Council faces an acute workforce pressure and is able to deploy resources in a targeted and pro-active response

The City of Yarra is facing significant challenges in meeting the growing demand for early childhood education and care. With projections indicating that demand for places will exceed current capacity, and an increasing number of job vacancies across Victoria, the situation is becoming critical.

Inner Melbourne, which includes Yarra, experienced notable employment changes in the five years preceding August 2022. There was a 23% reduction in the employment of educators, compared to a 9% reduction nationally. Early childhood teachers saw a 15% reduction, contrary to a 19% national increase. Interestingly, there was a 50% increase in Childcare Centre Managers, against a 15% national reduction. This disparity reflects the unique challenges faced by the area.

Yarra Council has consistently struggled with a vacancy rate of at least 20% in early childhood educator roles over recent years. This shortage, coupled with rising demand for services, has placed immense strain on existing staff and services. The usual attraction and retention strategies have proven insufficient to address these workforce issues.

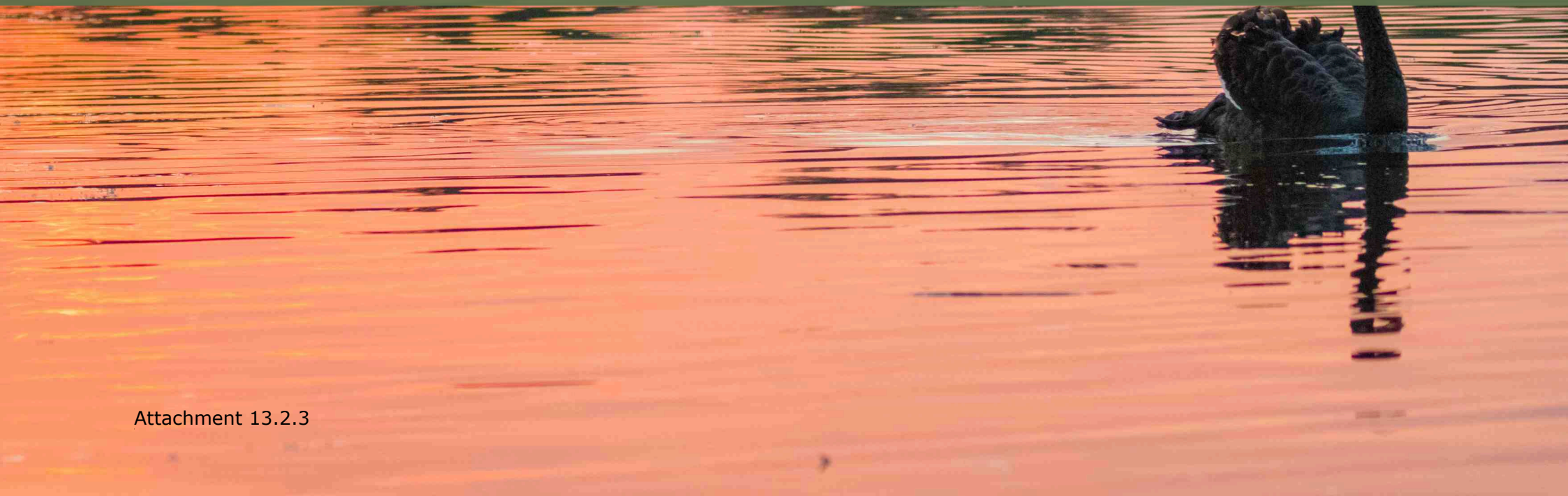
In response, Yarra Council has developed a detailed action plan aimed at mitigating these workforce challenges. The plan includes measures for attracting, retaining, and developing early childhood educators. By focusing on innovative solutions and comprehensive support systems, the council aims to stabilise the workforce and ensure that quality early childhood education remains accessible to all families within the municipality.

This proactive approach highlights the council's commitment to addressing the workforce challenges in early childhood education, ensuring that the growing demand for services can be met effectively despite the current staffing shortages.





LOCAL GOVERNMENT LEADING THE WAY



Attachment 13.2.3

This section seeks to highlight proactive work being undertaken by Victorian councils to address financial sustainability and other challenges.

Councils are not merely sitting back calling for other levels of government to solve their problems. They are actively pursuing innovation and solutions. These case studies document the benefits of councils having the financial room to innovate. In many cases the first mover will be the most expensive and learnings can be applied relatively cheaply across councils and other levels of government.

In addition to specific council examples we can look at broader responses where councils are leaders such as climate change.

Victorian councils have led the way on numerous climate change initiatives from environmentally sustainable design in the planning system to investing in renewable energy.

The OECD has categorised investment and expenditure by subnational governments. By contrast, when councils don't have financial security there are significant impacts to local communities. We can see that Australian councils are world leading in terms of turning their operational expenditure to climate-change significant expenditure.



Source: MAV, data source: OECD Subnational Government Climate Expenditure & Subnational Government Finance and Investment

Attachment 13.2.3



YARRA
METROPOLITAN

Implementing Victoria's first LG Financial Sustainability Strategy

Council prioritises and delivers a forward-looking strategy for financial sustainability

In December 2023 Yarra City Council (YCC) adopted a Victorian-first Financial Sustainability Strategy (FSS).

The FSS identifies seven strategic levers:

- Sustainable cash reserves & responsible borrowing
- Optimise revenue
- Well planned assets
- Review the service landscape
- Invest in transformation
- Robust financial management
- Prioritise advocacy & partnerships

Since adopting the FSS these levers have already been put into use. A framework of principles for future service planning and review was developed through both broad and targeted community consultation.

The first stage of engagement sought broad feedback from the community both online and in-person to better understand attitudes to YCC's service offering.

After that a 50-person Community Working Group was formed. The CWG was given information from the first stage of engagement, as well as further details on councils' services and finances and examples from outside the municipality of how councils deliver services.

YCC has already and continues to put significant effort and resources into implementing the FSS. This work has been able to take a higher priority than it otherwise might due to strong recommendations from an appointed municipal monitor regarding financial sustainability. For many councils diverting resources away from immediate priorities to take a strategic approach may be extremely difficult to achieve without external funding.

BRIMBANK
METROPOLITAN



Addressing disadvantage with locally driven responses

Local, targeted investment to address disadvantage within communities

Brimbank, home to some of Victoria's most socio-economically disadvantaged communities, faces significant challenges, including low digital inclusion, poor mental well-being, and the impacts of COVID-19. The area reports high levels of psychological distress, anxiety, and depression, particularly among women. Additional issues such as alcohol and drug abuse, and widespread loneliness further compound these challenges.

To bridge these gaps, Brimbank City Council (BCC) has implemented several initiatives, particularly through its library services. Libraries in Brimbank have undergone enhancements to support equitable access to resources and technology. Additional staff training ensures that library personnel are equipped to assist residents in overcoming digital barriers, providing a crucial lifeline to those with limited online access. These measures help improve digital literacy and facilitate better access to information and services.

Moreover, Brimbank has partnered with the Western Bulldogs football club to deliver the "Sons and Daughters of the West" program, a 10-week mental health initiative. This program is designed to improve mental well-being among residents by offering support and resources to address psychological distress. The program includes activities that foster community connection, reduce loneliness, and provide strategies to manage anxiety and depression.

These efforts illustrate Brimbank's commitment to addressing socio-economic disadvantages and promoting mental health and well-being. By leveraging community resources and partnerships, the council aims to create a more inclusive and supportive environment for all residents, helping to mitigate the long-term impacts of socio-economic disparities and improve overall quality of life.





CASEY, BASS COAST, AND CARDINIA
INTERFACE AND LARGE SHIRE

Shared environmental health services

Through a shared service model councils can ease workforce challenges and improve the consistency and efficiency of service delivery

In 2021, the City of Casey, Bass Coast Shire, and Cardinia Shire councils collaborated on a shared service arrangement for Environmental Health Services through a competitive procurement process. A single contractor was selected, and benefits have included enhanced service quality, consistency, and cost reductions across the three local government areas. This initiative is designed to welcome other councils, allowing the benefits to be realised on a broader scale.

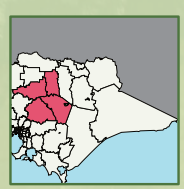
Environmental Health functions required to be provided by councils include the administration and inspection of food premises and the investigation of nuisance complaints. These services are essential for ensuring public health and safety, with businesses and residents being the primary beneficiaries.

Centralising contract governance has created economies of scale for procuring sub-contractors (e.g., laboratory services) and consumables (e.g., food sampling equipment).

The arrangement also ensures access to a stable, reliable, and skilled Environmental Health workforce, addressing the challenges of workforce shortages and external pressures such as climate change and service growth. A 2023 Victorian Auditor General's Office audit (Regulating Food Safety) highlighted workforce challenges and that councils were finding it difficult to meet legislated responsibilities. The City of Casey was positively showcased in the report for its initiatives to address food safety risks, reflecting the commitment of both the council and the contractor to meet core legislative requirements.

The partnership fosters collaboration and consistency in service provision, ensuring standards are uniformly high across the participating councils.

BENALLA, MANSFIELD, MURRINDINDI & STRATHBOGIE
SMALL SHIRES



Digital transformation across rural shires

Working together, and supported by flexible grant programs, rural councils utilise their diverse areas of expertise for a shared benefit

In a groundbreaking initiative, Benalla, Mansfield, Murrindindi, and Strathbogie Shire Councils embarked on a digital transformation project aimed at improving operational efficiencies and service delivery through a collaborative model. By leveraging shared platforms and architecture, these four councils capitalize on their collective strengths, reducing administrative overheads and fostering a cooperative environment that promotes efficiencies and excellence. This $4.1 million project is supported by grants from LGV's Rural Council Transformation Program and the Department of Treasury and Finance Business Acceleration Fund as well as funding contributions from the councils.

The collaboration model is founded on a strategic partnership where each council takes a lead role in its area of expertise. This approach not only enhances efficiency but also uplifts the overall performance of the group. The use of shared platforms and architecture streamlines processes and facilitates seamless communication across the organizations. This common infrastructure reduces redundancy and allows for the consolidation of resources, significantly cutting down on project administration costs. The integration of similar platforms paves the way for shared services, further enhancing operational efficiency and cost-effectiveness.

The benefits realized by this project include reduced costs to operate, improved efficiency and service delivery, and a scalable system that can adapt to future demands.

This $4.1 million project is supported by grants from LGV's Rural Council Transformation Program and the Department of Treasury and Finance Business Acceleration Fund as well as funding contributions from the councils.





SOUTH GIPPSLAND, BAW BAW, BASS COAST & CARDINIA
INTERFACE AND LARGE SHIRE

Establishing a multi-council not-for-profit library organisation

Councils jointly develop a forward-looking response to changing legislative requirements

MyLi - My Community Library delivers comprehensive library services across Baw Baw Shire, Bass Coast Shire, Cardinia Shire, and South Gippsland Shire. As the first library service in Victoria to become a not-for-profit organization following changes to Victorian legislation, MyLi represents a pioneering model for library services. South Gippsland, Bass Coast, and Baw Baw Shire, formerly part of the West Gippsland Library Corporation, were the founding members of MyLi, and Cardinia has since joined the service.

MyLi operates sixteen traditional libraries, three click-and-collect locations, and services a further 21 locations through a mobile library. Three of the fixed locations also provide 24/7 access for registered users.

MyLi remains connected to the needs of local government through board representation from each of its member councils. This has helped see a commitment to operating within the revenue constraints local governments face, as the primary funders of the service. The service also gives regular strategic briefings to councillor groups.

The service is also delivering investment in collections well above the state average, the opportunity to leverage funding through scale, and growth in membership. It also promotes broader co-operation and relationships between the participating councils.

This innovative approach to library services demonstrates the benefits of collaboration and shared services in enhancing community resources and adapting to evolving needs.

BRIMBANK
METROPOLITAN



Addressing barriers to unemployment

Through its understanding of local context local government delivers tailored interventions to address disadvantage

Brimbank faces numerous employment challenges, including cultural barriers, gender disparity in unemployment, high youth unemployment, limited access to transport, and a reliance on low-skilled and low-paid jobs, which perpetuates intergenerational inequity. To address these issues, Brimbank City Council (BCC) collaborates with community organizations and government agencies to provide tailored support aimed at breaking down these barriers and promoting economic diversification.

One of the key strategies includes offering language and digital proficiency programs to improve employability among residents facing language barriers. BCC also supports various skills development programs to equip individuals with the necessary skills to transition into higher-skilled and better-paid employment opportunities. These programs are crucial in fostering economic resilience and reducing dependency on low-wage jobs.

For youth, BCC provides empowerment activities such as micro-credential courses and mentorship programs. These initiatives are designed to enhance the skills and confidence of young people, making them more competitive in the job market. By focusing on youth empowerment, the council aims to address the high rates of youth unemployment and ensure that young people have access to better employment opportunities.

BCC's comprehensive approach to addressing employment barriers reflects its commitment to fostering a more inclusive and equitable local economy. Through collaboration and targeted support, the council is working to create a brighter economic future for all its residents.





CORANGAMITE, MOYNE & WARRNAMBOOL
LARGE SHIRES AND REGIONAL CITY

Joint venture to improve Enterprise Resource Planning

Supported by the Rural Councils Transformation Program, councils implemented a major overhaul of their ERP systems

In recognition of the changing environment of technology and the need to provide their communities with a sustainable and high quality service, Corangamite, Moyne, and Warrnambool councils initiated a transformative project for their business support systems.

An unincorporated joint venture, named South West Councils Information Communication Technology Alliance (SWCICTA) to address this and other digital transformation priorities. Warrnambool City Council, the largest of the three councils, would serve as the administering body The ERP project, named Coastal Connect, was one of the first initiatives undertaken. Coastal Connect would uplift the entire ERP system to a Software as a Service environment using Technology One software.

Coastal Connect recognises the significant benefits for the three councils and their communities in having shared systems with common processes to support improved corporate and customer support services. The specific expected business outcomes include:

- Flexible services that meet customer demands
- Making the right investment decisions
- Cheaper cost of doing business
- Higher levels of engagement
- Potential to increase partners or services

The project has been funded under the Rural Councils Transformation Program with a grant of $4.5 million from the Victorian Government. It is expected that overtime additional partners would join in an expanded shared service offering.

CASEY & CARDINIA
INTERFACE



Collaborative procurement for immunisation services

Joint procurement leverages economies of scale and reduces administrative burden

In 2022 Casey and Cardinia Councils undertook a Collaborative Procurement to source Immunisation Services from a common provider. In January 2023, A single contractor was awarded the contract for the provision of Immunisation Shared Services across the two municipalities.

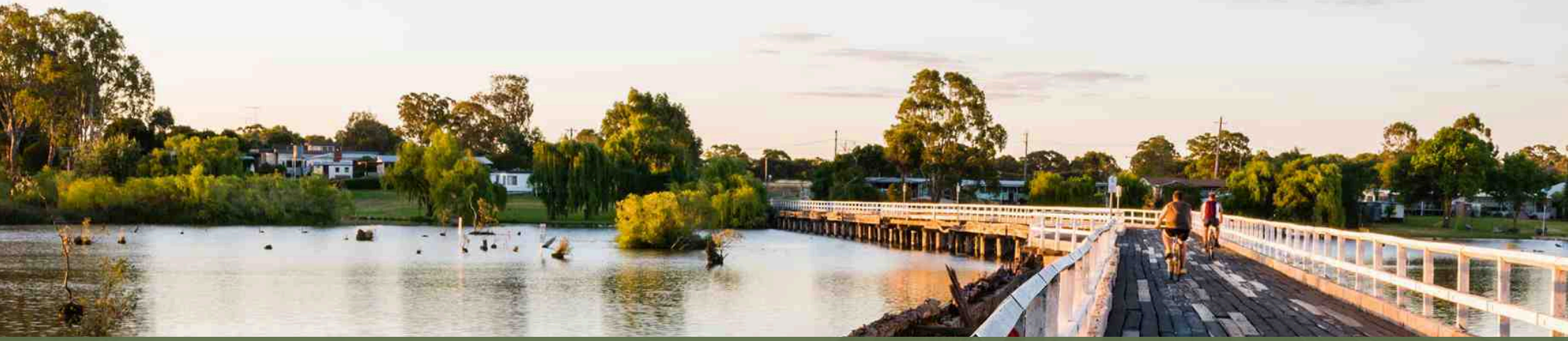
The Public Health and Wellbeing Act 2008 places an obligation on all councils in Victoria to "seek to protect, improve and promote public health and wellbeing by - coordinating and providing immunisation services to children living or being educated within the municipal district". The types of immunisation services provided include:

- Public Immunisation Sessions, to primarily 0-4 year olds
- Secondary School Immunisation Sessions
- Municipal Flu Vax Programs
- The provision of Immunisation Assessment and Catch-up programs

In its first year of delivery, there have been several benefits of this model of service delivery. Combining IT systems has meant that only one council has needed to dedicate resources to interfacing with the Victorian Government's Central Immunisation Records Victoria System.

Collectively the two councils are home to over 7.5 per cent of Victoria's population, with a high proportion of young families. This collaboration offers significant economies of scale through purchasing power, ability to run mass vaccination catch-ups, and avoiding duplicated administration effort.

The model has also been designed to allow other councils to join at a later date to further build on these advantages.



ROLE OF THE AUSTRALIAN GOVERNMENT



The Australian Government has considerable levers which it could use to immediately improve the financial sustainability of local government.

Our recommendations for the Committee are as follows:

1. Increase the quantum of Financial Assistance Grants to 1% of Commonwealth tax revenue

Relative to commonwealth tax receipts, Financial Assistance Grants are at their lowest ever level.

The Australian Local Government Association estimates [1] that restoring Financial Assistance Grants to 1% of tax receipts would support an additional 22,814 FTE of direct and indirect jobs, and increase Gross Regional Product by 1.4 times the investment required.

In addition to immediately addressing many of the underlying financial challenges for councils, this would better recognise Financial Assistance Grants as a revenue sharing arrangement and part of Vertical Fiscal Imbalance and Horizontal Fiscal Equalisation.

2. Make grants more productive by:
a. Reducing administrative burden
b. Easing co-contribution requirements
c. Allowing for more flexible timelines
d. Expanding eligible projects beyond just shovel-ready infrastructure
e. Reinstating, restoring, or reinvigorating funding streams like the Local Roads and Community Infrastructure Fund.

In addition to increasing the quantum of Financial Assistance Grants, we believe other grant streams could be made more productive.

One of the strengths of Financial Assistance Grants is their untied and non-competitive nature.

Councils don't have to spend time applying or acquitting Financial Assistance Grants. They simply apply the money received to respond to local priorities.

Particularly for smaller councils and for smaller grant streams the administrative burden in applying for and managing funding represents a meaningful proportion of the value of funds received.

Co-contribution requirements can also act as a barrier to many councils participating in grant streams. Perversely, they can also divert funds away from where they are most needed. A council may feel compelled to apply for a grant stream to maximise funding available, even if this means the co-contribution requirement would draw money away from a more necessary, entirely self-funded, initiative.

Possible solutions would be to vary co-contribution requirements based on the revenue base of a participating councils, or to allow co-contributions to be delivered through in-kind support. Ultimately, an assessment should be made for each grant program on whether the perceived benefits of a co-contribution requirement outweigh the barriers they place on participation.

Too often grant programs focus on projects which are shovel-ready with the goal of having a ribbon-cutting ceremony within political timeframes. This can undermine effective asset and service planning.

For many councils, particularly in rural areas, they don't have the capacity to develop business cases. effective cost benefit analyses or long-term plans. Providing funding for these could prove an efficiency multiplier. Future spending would be better tied to current and future needs and ensure the most efficient delivery and operation.

Finally, there are funding streams councils have found incredibly effective that have either been wound down or abandoned, or could use reinvigoration.

The Local Roads and Community Infrastructure Program (LRCI) is seen as an extremely valuable program. Programs like this and Roads to Recovery which offer reasonable flexibility in the projects that can be delivered ensure funding goes towards real local priorities.

The restriction of later phases of the LRCI program to rural, regional, and outer-metropolitan councils was disappointing and does not reflect the challenges all councils face in keeping pace with the demand for infrastructure.

These type of multi-year programs should also be indexed both to population and delivery costs. Infrastructure costs have risen significantly faster than inflation and this risks these programs becoming less and less effective over time.

3. Partner with local government, particularly to deliver technology transformation and climate change adaptation and mitigation

All Australians would greatly benefit from increased partnership between local governments and the Commonwealth.

Climate change is a problem that requires a multi-scale response from the national (and international), down to the local.

Similarly, technology transformation can deliver significant benefits for communities through the services they receive from government.

We echo calls from the Australian Local Government Association for the Commonwealth to be more ambitious and confident in directly funding local government.

4. Address critical skill shortages through tertiary education and skilled migration pathways

Through its role in tertiary education and migration the Commonwealth has some of the levers necessary to address the acute skills crises facing local government.

Councils simply can not find enough workers to deliver critical roles such as town planning, building regulation, maternal and child health nursing, and environmental health regulation.

These professions need to be prioritised through migration and the Commonwealth needs to partner with local and state governments and the tertiary education sector to attract people into these professions.

5. Incorporate principles of betterment into the Disaster Recovery Funding Arrangements at a national level

In Victoria councils are unable to use funding from the DRFA to improve resilience when replacing infrastructure destroyed in a disaster.

Councils are required to return the infrastructure to the state it was previously in. This seems farcical, as the state it was previously in has just been proven incapable of withstanding a major disaster.

Despite repeated advocacy the Victorian Government has refused to adopt principles of betterment into the Victorian application of DRFA funding. Thus we call on the Commonwealth to implement these principles nationally and compulsorily. Councils should be encouraged, not prohibited, from building back better after a disaster.

6. Ambitiously pursue product stewardship to incentivise reducing waste and ensure the costs of waste are borne by those who create it

Councils are frequently left to deal with the costs of waste while being largely unable to influence waste-creating behaviours.

By the time materials find their way to a kerbside bin, or are dumped in a public place, the options to improve recoverability and reduce waste are very limited.

By far the most effective waste interventions are those that happen up the supply chain and affect production and consumption decisions.

Product stewardship, such as container deposit schemes, can be extremely effective at achieving this. A well implemented product stewardship scheme places the responsibility for whole-of-lifecycle impacts of a product onto its producer. This encourages them to address waste through design, as well as ensures waste impacts are included in price signals to consumers.

MAROONDAH
METROPOLITAN



Eligibility for JobKeeper

Failing to consult with councils makes for arbitrary and unfair differences in program implementation

During the COVID-19 pandemic, the Federal Government introduced the JobKeeper scheme to support organisations in retaining staff during forced closures. However, councils that managed their own leisure facilities, like Maroondah City Council (MCC), were deemed ineligible for this scheme. In contrast, councils that outsourced the management of their leisure facilities to third-party contractors were eligible for JobKeeper support. This discrepancy led to significant inconsistencies and placed self-managing councils at a considerable disadvantage. Ultimately people doing the exact same job were deemed eligible or ineligible for JobKeeper support based solely on whether they worked at an outsourced or in-house managed facility.

MCC chose to retain staff during the lockdowns to maintain the employer-employee relationship, ensuring they were ready to resume operations once restrictions were lifted. This decision aligned with one of the key principles of the JobKeeper policy: to sustain employment relationships for a smooth transition upon reopening. However, without the financial backing of JobKeeper, MCC faced substantial financial strain.

MCC's ineligibility meant council had to absorb the full costs of staff wages during closures, unlike outsourced facilities that received federal support. This situation created a financial burden and highlighted the inequities in the support system, disproportionately affecting councils committed to direct management of their facilities.

Despite these challenges, MCC's commitment to its workforce ensured that the leisure facilities were fully staffed and ready to operate immediately upon receiving the green light to reopen. This experience underscores the need for more inclusive and equitable support mechanisms in future crisis response, as well as more general program design, to avoid significant inequities.



1. *Importance of the Financial Assistance Grants, AEC Group for the Australian Local Government Association - https://alga.com.au/importance-of-the-financial-assistance-grants/*

2. *Victorian Budget 2024/25 - Treasurer's Speech - https://www.budget.vic.gov.au/budget-papers*

3. *Value of a Community Football Club, La Trobe University - https://www.latrobe.edu.au/__data/assets/pdf_file/0010/742528/Latrobe_Value-of-a-Community-Football-Club_summary_FINAL.pdf*

4. *AFL Victoria Local Government Forum - https://www.aflvic.com.au/news/local-government-forum-strengthens-footballs-future-406547*

5. *Review of the rate peg methodology, Independent Pricing and Regulatory Tribunal NSW - https://www.ipart.nsw.gov.au/Home/Industries/Local-Government/Review-of-rate-peg-methodology*

6. *Public Infrastructure Workforce Supply Dashboard, Infrastructure Australia - https://www.infrastructureaustralia.gov.au/public-infrastructure-workforce-supply-dashboard*

7. *Infrastructure pressures survey report, Municipal Association of Victoria - https://www.mav.asn.au/what-we-do/policy-advocacy/transport-infrastructure*

8. *Shaping Metropolitan Melbourne discussion paper, Municipal Association of Victoria - https://www.mav.asn.au/what-we-do/policy-advocacy/planning-building*

9. *Shaping Rural and Regional Victoria discussion paper, Municipal Association of Victoria - https://www.mav.asn.au/what-we-do/policy-advocacy/planning-building*

10. *Alternative sources of income for local government, SGS Economics and Planning for Rural Councils Victoria - https://ruralcouncilsvictoria.org.au/communities/*

11. *Putting a cap on community, Centre for Future Work for the Australian Services Union - https://futurework.org.au/report/putting-a-cap-on-community/*

12. *2022 Local Government Workforce Skills and Capability Survey, SGS Economics and Planning for the Australian Local Government Association - https://alga.com.au/2022-local-government-workforce-skills-and-capability-survey/*

Attachment 13.2.3

MAV

MUNICIPAL ASSOCIATION OF VICTORIA

13.3	**Governance Policies Review**
Directorate	People, Partnerships and Performance
Director	Georgie Hill
Manager	Danny Bilaver
Attachment(s)	1. Councillor Code of Conduct [**13.3.1** - 38 pages] 2. Councillor Gifts Benefits and Hospitality Policy [**13.3.2** - 19 pages] 3. Live Streaming of Council Meetings Policy [**13.3.3** - 18 pages] 4. Public Transparency Policy [**13.3.4** - 16 pages] 5. Councillor Support Policy [**13.3.5** - 35 pages] 6. Councillor Transparency Policy 2020 Reckoner [**13.3.6** - 24 pages] 7. Councillor Protocol 2020 Reckoner [**13.3.7** - 40 pages] 8. Councillor Respectful Conduct Policy 2020 Reckoner [**13.3.8** - 16 pages]

Purpose

For Council to consider policies that are proposed to be revised or revoked to ensure legislative compliance and support good governance.

Officer Recommendation

That Council:

a. Endorses for community consultation the revised *Councillor Code of Conduct*; *Councillor Gifts, Benefits and Hospitality Policy*; *Live Streaming of Council Meetings Policy; Public Transparency Policy; and Councillor Support Policy*, at Attachments 1 – 5 to this report (the revised policies).

b. Notes the 'ready reckoner' documents at Attachments 6 - 8 that identify where relevant content the from the *Councillor Transparency Policy; Councillor Respectful Conduct Policy;* and *Councillor Protocol* (the revoked policies) can be transferred to other Council policies.

c. Endorses community consultation on the proposed revocation of the *Councillor Transparency Policy; Councillor Respectful Conduct Policy; Councillor Protocol* (the revoked policies).

d. Endorses the revocation of the *Councillor Portfolio Policy and Terms of Reference* at the end of the current Council term.

e. Notes the sunsetting of Brimbank Governance [Major Policy Consultation] Local Law 3.

f. Receives a further report outlining any community consultation submissions made on the revised policies and presenting a final draft of the policies for consideration.

Background

Councillors must comply with a range of policies and associated documents (governance policies). Some governance policies are mandatory under the *Local Government Act 2020 (the Act)*; others are not mandated but support good governance. Broadly, Council's governance policies serve the important purpose of guiding Councillor conduct and supporting integrity and legislative compliance.

The governance policies outlined in this report have been reviewed in line with Council's commitment to maintain up to date policies and strategic documents. The aims for this the review were to:

- Move all Councillor policies over to updated standard policy template.
- Update any remaining outdated content.
- Replace content that was incorrectly removed as part of the expedited 2020-21 Governance policy reviews.
- Remove duplication of content across Councillor policies and protocols.
- Incorporate recommendations from the Operation Sandon report where appropriate.
- Revoke Councillor policies that duplicate other council policies (e.g. Councillor Transparency Policy duplicates Public Transparency Policy).
- Ensure no relevant content is lost when consolidating documents.

The Governance policies updated in this report also incorporate recommendations for strengthening policies from the IBAC report from Operation Sandon, which was an investigation of serious corrupt conduct within the City of Casey.

Matters for Consideration

Five policies have been reviewed and are recommended for community consultation. These are the revised *Councillor Code of Conduct*; *Councillor Gifts, Benefits and Hospitality Policy*; *Live Streaming of Council Meetings Policy; Public Transparency Policy;* and the *Councillor Support Policy.*

Three policies have been reviewed and identified as suitable to be revoked because they duplicate existing content and/or their content can be transferred to other policies. These are the *Councillor Transparency Policy; Councillor Respectful Conduct Policy;* and *Councillor Protocol.*

Where policies are recommended to be revoked, a document showing where relevant content will be captured and retained is at **Attachments 6 – 8** to this report.

The Councillor Portfolio Policy and Terms of Reference have been reviewed and are recommended to be revoked at the end of the Council term. The reasons this recommendation are outlined in the Overview section below.

The Brimbank Governance [Major Policy Consultation] Local Law 3 is due to sunset on its 10th anniversary on 17 July 2024. With the introduction of the Community Engagement Policy this year, this Local Law is not required and is recommended that it be allowed to lapse.

Overview of policies reviewed

1. Councillor Code of Conduct
The Councillor Code of Conduct is a prescribed policy under *the Act* that includes the standards of conduct expected to be observed by Councillors in the course of performing their duties and functions as Councillors, including prohibiting discrimination, sexual harassment and vilification.

The Councillor Code of Conduct was last reviewed and adopted in 2021. Pursuant to section 139(4) of *the Act*, this policy must be reviewed within 4 months after a general election. Council can only amend the Councillor Code of Conduct by a formal resolution of the Council passed at a meeting by at least two-thirds of the total number of Councillors elected to the Council. The major changes to the Councillor Code of Conduct are:

- Values Statement added to link the Code with Council values and help make it a less prescriptive and more values based document.
- Definition of 'misconduct' changed to the statutory definition.
- Relevant content from the Councillor Protocol inserted (this Protocol is recommended to be revoked).
- Role of the CEO updated to reflect new *Act* provisions and redundant CEO duties under 1989 *Act* removed.
- Duties of the Principal Councillor Conduct Registrar summarised rather than replicating long list in the *Act*.
- Prescribed Standards of Conduct included verbatim as required by s139(3)(a) of *the Act*.
- Requirement for Councillors not to discredit or mislead reinserted in the Code after being omitted in the 2021 update.
- Prohibition on inciting hatred included in 'Other Conduct' section. This reflects *Racial and Religious Tolerance Act 2001* requirements.
- Requirements for interactions with Members of Parliament reinserted in the Code after being omitted in the 2021 update.
- Requirements for meetings with applicants planning permits or amendments and fitness for duty provisions reinserted in the Code after being omitted in the 2021 update.
- Child Safe Standards provision inserted.
- Conflict of Interest provisions updated to correctly reflect requirements in section 130 of *the Act*.
- Content relating to city representation added from Councillor Protocol, which is recommended to be revoked.
- List of incorporated documents updated.

State Government reforms occurring in 2024 will include the launch of a model code of conduct for councillors with a uniform set of standards. This will mean the Councillor Code of Conduct will need to be reviewed again to adopt these reforms following the election of the new Council.

A copy of the reviewed Councillor Code of Conduct is included at **Attachment 1**.

2. Councillor Gifts, Benefits and Hospitality Policy (Reviewed)
This policy was last reviewed as part of the implementation of the new *Act* on 20 April 2021. This policy applies to all Councillors of Brimbank including the Mayor. It is based on principles of integrity, good governance, transparency and accountability and seeks to minimise improper practices and potential conflicts of interest. Having a Councillor gifts policy is a requirement under section 138 of *the Act*.

The name of this policy has been changed from Councillor Gifts Policy 2021 to the Councillor Gifts, Benefits and Hospitality Policy for consistency with the Employee Gift, Benefit and Hospitality Policy 2023. The major changes to this policy are:

- Inclusion of a GIFT Table with questions for Councillors to consider when presented with a gift, benefit or hospitality.
- Inclusion of a definition of 'anonymous gifts'
- Changed from the gift register being always available online to being 'upon request' (to reduce admin effort).

A copy of the reviewed Councillor Gifts, Benefits and Hospitality Policy is included at **Attachment 2**.

3. Livestreaming of Council Meetings Policy
The Livestreaming of Council Meetings Policy 2021 was first endorsed on 16 October 2018 and was due for review on 21 September 2022 after a piloted period between 2020 and 2022. The live streaming of Council Meetings aims to provide greater flexibility and convenient access for the community to Council's decision-making process. The major changes to this policy are:

- References to redundant sections of 1989 *Act* removed.
- Provision made for publication on Council website (not just YouTube).
- Section added dealing with adjournment of meeting due to technical issues.

A copy of the reviewed Livestreaming of Council Meetings Policy is included at **Attachment 3**.

4. Public Transparency Policy
The Public Transparency Policy was adopted in August 2020 as required under section 57 the new *Act* and was due for review in August 2021. This Policy aims to adopt and maintain public transparency by ensuring the availability of all information needed in order to collaborate, cooperate and make considered well informed decisions. The major changes this policy are:

- Policy purpose statement expanded to include more detail about why transparency is important.
- Suggested amendment to commitment to publicly release decisions from closed meetings once it is determined that they are no longer confidential.
- Content re-ordered for readability throughout.

A copy of the reviewed Public Transparency Policy is included at **Attachment 4**.

5. Councillor Support Policy
The Councillor Support Policy was last reviewed in June 2020 as part of the implementation of the *Local Government Act 2020* and was due for review in June 2022. This is an important policy that details how the Council can provide assistance and support to the Mayor and Councillors when conducting council business. The major changes to this policy are:

- Removal of the major policy status of this policy following the expected. sunsetting of the Governance (Major Policy Consultation) Local Law 3 on 17 July 2024.
- Inclusion of mandatory midyear refresher training for Councillors in accordance with *the Act* and Regulations.
- Amendment relating to the maximum annual expenditure for professional development if the amount exceeds the threshold.
- Provision added for CEO to be able to waive the requirement for Councillors to refund Council in certain circumstances.
- Further examples added of what might constitute unreasonable hospitality.
- Clarification of types of Councillor support that Council Officers would not ordinarily provide.
- Provision added for support to participate in Councillor engagement, in accordance with our Community Engagement Policy.
- Section inserted to include requests for information and viewing of Council files. This content was previously included in the Councillor Access to Information Protocol, which is recommended to be revoked.

- Section added to include advice and recommendations to Councillors in reports from Council. This content is from the Councillor Protocol, which is recommended to be revoked. The wording has been revised for clarity.
- Section on personal interest returns added.

A copy of the reviewed Councillor Support Policy is included at **Attachment 5**.

Overview of policies / protocols recommended to be revoked

A range of policies and protocols have been identified with content that is already covered, or could logically be incorporated, in other policies. It is therefore recommended that these documents be revoked:

- Councillor Transparency Policy 2020
- Councillor Protocol 2020
- Councillor Respectful Conduct Policy 2020

A 'ready reckoner' document showing where all relevant content from each of these documents will be captured if it is revoked is included in **Attachments 6-8.**

Councillor Portfolio Policy and Terms of Reference

The Councillor Portfolio system was introduced in 2018 originally as a pilot program then implemented ongoing, with a commitment to be evaluated annually to ensure effective and relevant. Council has seen a recent decrease in the activities of the portfolio system. The breadth of Council's Advisory Committees largely covers portfolio activities and Committees and Council briefing cycles provide a more focused and efficient system to brief Councillors on matters. Council's Community Engagement Policy 2021 also ensures community participation in decision making processes through other channels. It is therefore recommended that Council discontinues the Portfolio system and that the Councillor Portfolio Policy and Terms of Reference be revoked at the end of the current Council term.

Sunsetting of Governance (Major Policy Consultation) Local Law 3

This Local Law will sunset on its 10th anniversary on 17 July 2024. Since the inception of this Local law, the *Local Government Act 2020* was introduced which requires that Council to have a Community Engagement Policy. As such, the Local Law has now been superseded by this legislative requirement and is no longer required. It is proposed that the Brimbank Governance [Major Policy Consultation] Local Law 3 be allowed to lapse. The effect is that, after the sunset date, consultation on Major Policies will default to requirements under the Community Engagement Policy, as legislatively required.

Community Engagement

These policies and protocols have broad application and are therefore considered suitable for general, rather than targeted consultation with specific community groups. Community consultation will occur via the 'Your Say Brimbank' website. The recommended timelines for community engagement are:

- 20 June 2024 until 4 July 2024 - 2 weeks consultation policies that have been reviewed or are recommended to be revoked.
- 20 June 2024 until 18 July 2024 - 4 weeks consultation for Councillor Support (Major) Policy in line with Governance (Major Policy Consultation) Local Law.

Resource And Risk Implications

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

Community: Failure to keep our governance policies up to date can signal a lack of care and attention to our governance obligations and erode public trust.

Regulatory: Failure to update governance policies can result in key guidance material about our governance obligations not being clear, current and lawful.
There are no Environmental, Financial or Safety impacts.

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 Council's Policy Management Framework, Community Engagement Policy 2021, and *Local Government Act 2020* requirements.

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

Councillor Code of Conduct

June 2024

DRAFT

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 INTRODUCTION

1.1 Councillor's important contribution to achieving Council's values

The Councillor's Code of Conduct outlines the principles and guidelines that govern the work of Councillors. By adhering to this code, Councillors play a vital role in upholding Council's core values. Our commitment to being respectful, finding better ways, acting with integrity, and working together forms the foundation of our collective efforts to serve the community and ensure effective governance. Councillors contribute to Council's values by treating others with respect, seeking innovative solutions, acting with integrity, and collaborating with others to achieve our goals.

1.2 Legislative framework

The Local Government Act 2020 (the Act) requires a council to develop and maintain a Councillor Code of Conduct. The Councillor Code of Conduct is required to be periodically reviewed. This Councillor Code of Conduct (Code) has been adopted by Council to comply with the requirements of the Act.

A Councillor Code of Conduct:

- Must include the Standards of Conduct prescribed by the *Local Government (Governance and Integrity) Regulations 2020* (the Regulations) expected to be observed by Councillors.
- Must include any provisions prescribed by the Regulations.
-
- May include any other matters which Council considers appropriate, other than any other Standards of Conduct.

The Standards of Conduct with which Councillors are required to comply are specified in Schedule 1 to the Regulations.

Misconduct by a Councillor is defined in the Act as any breach by a Councillor of the standards of conduct. Misconduct may be pursued in accordance with the processes set out in this Code.

1.3 Councillors commitment

Councillors commit to the principles of good governance, working together in the best interests of the people within the municipality and to discharging responsibilities to the best of their skill and judgment.

1.4 Purpose of this Code

The purpose of this Code is to set out the Standards of Conduct that Councillors must comply with to:

- Foster good working relationships between Councillors to enable Councillors to work constructively together in the best interests of the municipal community.
- Lift the standard of behaviour of Councillors during Council meetings, Councillor Briefings and any other meetings which Councillors participate in from time to time.
- Establish benchmarks for Councillor conduct designed to build public confidence in the integrity of local government.

2 ROLES AND RESPONSIBILITIES

2.1 Role of Council

The role of Council is to provide good governance in its municipal district for the benefit and wellbeing of the municipal community (see section 8 of the Act). Council provides good governance if:

- It performs its role in accordance with the Overarching Governance Principles in section 9 of the Act.
- The Councillors perform their roles in accordance with section 28 of the Act.

In performing its role, Council may:

- Perform any duties or functions and exercise any powers conferred on it under the Act or any other Act.
- Perform any other functions that it considers are necessary to enable that performance.

Good governance is fundamental to Council being able to perform its role. Good governance relies on, among other things, good working relationships between Councillors.

2.2 Role of Councillors

Section 28 of the Act provides that the role of a Councillor is:

- To participate in the decision-making of Council.
- To represent the interests of the municipal community in that decision-making.
- To contribute to the strategic direction of Council through the development and review of key strategic documents of the Council, including the Council Plan.

In performing the role of a Councillor, a Councillor must:

- Consider the diversity of interests and needs of the municipal community.
- Support the role of Council.
- Acknowledge and support the role of the Mayor.
- Act lawfully and in accordance with the oath or affirmation of office.
- Act in accordance with the Standards of Conduct.
- Comply with Council procedures required for good governance.

Councillors may represent the Mayor at functions and meetings where the Mayor and Deputy Mayor are unavailable. Allocation of representation roles will be made by the Mayor

The role of a Councillor expressly excludes the performance of any responsibilities or functions of the Chief Executive Officer (CEO).

2.3 Role of the Deputy Mayor

The Deputy Mayor has a leadership and representational role in conjunction with the Mayor. Due to the large number of Mayoral engagements and commitments, the Deputy Mayor is expected to assist in representing the Mayor at various functions and meetings.

In line with Council resolution, the Deputy Mayor will assume the role of Acting Mayor during periods of absence of the Mayor, or at the request of the Mayor.

2.4 Role of the Mayor

Section 18 of the Act provides that the role of the Mayor is to:

- Chair Council meetings.
- Be the principal spokesperson for Council.
- Lead engagement with the municipal community on the development of the Council Plan.
- Report to the municipal community, at least once each year, on the implementation of the Council Plan.
- Promote behaviour among Councillors that meets the Standards of Conduct set out in the Councillor Code of Conduct.
- Assist Councillors to understand their role.
- Take a leadership role in ensuring the regular review of the performance of the CEO.
- Provide advice to the CEO when the CEO is setting the agenda for Council meetings.
- Perform civic and ceremonial duties on behalf of Council.

2.5 Role of the CEO

Section 46 of the Act sets out the functions of the CEO, which include:

- Supporting the Mayor and the Councillors in the performance of their roles.
- Ensuring the effective and efficient management of the day-to-day operations of the Council.
- Ensuring Council decisions are implemented without undue delay.
- Developing, adopting and disseminating a Staff Code of Conduct.
- Providing timely advice to Council.
- Ensuring that Council receives timely and reliable advice about its legal obligations.
- Supporting the Mayor in the performance of the Mayor's role.
- Setting the agenda for Council meetings after consulting the Mayor.
- When requested by the Mayor, reporting to Council in respect of the implementation of a Council decision.
- Carrying out Council's obligations as an employer with respect to Councillors as deemed employees under the workplace health and safety legislation.
- Establishing and maintaining an organisational structure for Council.
- Being responsible for all staffing matters, including appointing, directing, managing and dismissing members of Council staff.
- Managing interactions between members of Council staff and Councillors and ensuring that policies, practices and protocols that support arrangements for interaction between Council

staff and Councillors.

- Developing and maintaining a workforce plan.

The CEO will determine the extent to which Councillors will be informed of decisions made in pursuit of these functions. Councillors acknowledge that any information provided by the CEO is provided as a courtesy and in pursuit of maintaining good working relationships.

Councillors accept that they must not seek to direct the CEO with respect to the fulfilment of these functions.

It is neither the role nor the responsibility of the CEO to mediate disagreements arising between Councillors, or to draft, or otherwise assist in the drafting of, an application under this Code or the Act.

2.6 Role of the Councillor Conduct Officer

The CEO will from time to time appoint a member of Council staff as the Councillor Conduct Officer under section 150 of the Act. The Councillor Conduct Officer must:

- Assist Council in the implementation and conduct of the internal arbitration process.
- Assist the Principal Councillor Conduct Registrar to perform his or her functions.
- Assist the Principal Councillor Conduct Registrar in relation to any request for information.

It is neither the role nor the responsibility of the Councillor Conduct Officer to draft, or to otherwise assist in the drafting of, an application under this Code or the Act.

2.7 Role of the Principal Councillor Conduct Registrar

The Principal Councillor Conduct Registrar is appointed by the Secretary Department of Jobs, Precincts and Regions undersection 148 of the Act and is employed by the State Government under Part 3 of the *Public Administration Act 2004*.

The functions of the Principal Councillor Conduct Registrar are outlined in section 149 of the Act and include (in summary):

- Receiving and appointing arbiters for internal arbitration processes.
- Publishing guidelines for the arbitration process.
- Providing advice to arbiters and publishing arbiters' decisions and reasons.
- Setting fees for arbiters and Councillor Conduct Panels.
- Forming Councillor Conduct Panels.
- Providing advice to panel members.
- Keeping copies of panel documents.
- Complying with document requests from the Chief Municipal Inspector or VCAT, and requesting information from Councils.

The Principal Councillor Conduct Registrar also has the power to do everything necessary for the performance of their functions under the Act.

3 STANDARDS OF CONDUCT

The Standards of Conduct to be observed by Councillors are set out in the Regulations. Failure to comply with the Standards of Conduct constitutes 'misconduct' for the purposes of the Act. If allegations of misconduct cannot be resolved between Councillors informally, they will be referred to the internal arbitration process, which may result in the imposition of sanctions.

3.1 Treatment of others

A Councillor must, in performing the role of a Councillor, treat other Councillors, members of Council staff, the municipal community and members of the public with dignity, fairness, objectivity, courtesy and respect, including by ensuring that the Councillor:

a) takes positive action to eliminate discrimination, sexual harassment and victimisation in accordance with the Equal Opportunity Act 2010 ; and

b) supports the Council in fulfilling its obligation to achieve and promote gender equality; and

c) does not engage in abusive, obscene or threatening behaviour in their dealings with members of the public, Council staff and Councillors; and

d) in considering the diversity of interests and needs of the municipal community, treats all persons with respect and has due regard for their opinions, beliefs, rights and responsibilities.

3.1.1 Discrimination

Discrimination can be direct of indirect.

Direct discrimination occurs if a person treats another person with a protected attribute unfavourably because of that protected attribute.

Some examples of direct discrimination are:

- Not offering computer training to an older Councillor because of their age and a view that they will not be involved in Council for much longer.
- Excluding a Councillor from participation on a Committee because of a protected attribute, for example, their religious belief or age.

Indirect discrimination occurs if a person imposes a requirement, condition or practice that disadvantages a person with a protected attribute and that requirement, condition or practice is not reasonable.

Some examples of indirect discrimination are:

- Holding a Council team building event at a sporting venue that does not permit access or participation by a Councillor with a disability.
- Making it a requirement that Councillors be members of a political party in order to be a

member of a committee. Unlawful discrimination can occur even if a Councillor does not intend to discriminate.

3.2 Performing the role of Councillor

A Councillor must, in performing the role of a Councillor, do everything reasonably necessary to ensure that the Councillor performs the role of a Councillor effectively and responsibly, including by ensuring that the Councillor:

- Undertakes any training or professional development activities that Council decides it is necessary for all Councillors to undertake to effectively perform the role of a Councillor.

- Diligently uses Council processes to become informed about matters which are subject to Council decisions.
- Is fit to conscientiously perform the role of a Councillor when acting in that capacity or purporting to act in that capacity.
- Represents the interests of the municipal community in performing the role of a Councillor by considering and being responsive to the diversity of interests and needs of the municipal community.

3.3 Compliance with good governance measures

A Councillor, in performing the role of a Councillor, to ensure the good governance of Council, must diligently and properly comply with the following:

- Any policy, practice or protocol developed and implemented by the CEO in accordance with section 46 of the Act for managing interactions between members of Council staff and Councillors.
- The Council expenses policy adopted and maintained by Council under section 41 of the Act.
- The Governance Rules developed, adopted and kept in force by Council under section 60 of the Act.
- Any directions of the Minister for Local Government issued under section 175 of the Act (governance directions).

3.4 Councillor must not discredit or mislead Council or public

In performing the role of a Councillor, a Councillor must:

- Ensure that their behaviour does not bring discredit upon Council.
- Not deliberately mislead Council or the public about any matter related to the performance of their public duties.

3.5 Standards do not limit robust political debate

Councillors acknowledge that nothing in the Standards of Conduct is intended to limit, restrict or detract from robust public debate in a democracy. So, while Councillors must always meet these Standards of Conduct, participation in vigorous debate of matters before Council for decision should not be viewed as being inconsistent with them.

4 OTHER PROHIBITED CONDUCT

In addition to observing the Standards of Conduct, Councillors acknowledge that the Act prohibits them from engaging in certain conduct and that doing so constitutes a criminal offence. This conduct relates to:

- Misuse of position.
- Improper direction and improper influence.
- Confidential information.
- Conflict of interest.
- Electoral conduct.

4.1 Binding Caucus votes

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.

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.

However Councillors must not participate in binding caucus votes in relation to matters to be considered at a Council meeting.

4.2 Misuse of position

A Councillor must not misuse his or her position:

- To gain or attempt to gain, directly or indirectly, an advantage for themselves or for any other person.
- To cause, or attempt to cause, detriment to Council or another person.

Circumstances involving the misuse of position by a Councillor include, but are not limited to:

- Making improper use of information acquired as a result of the Councillor's position (current and past).
- Disclosing information that is confidential information.
- Directing, or improperly influencing or seeking to direct or improperly influence, a member of Council staff.
- Exercising or performing, or purporting to exercise of perform, a power, duty or function that the Councillor is not authorised to exercise or perform.
- Using public funds or resources in a manner that is improper or unauthorised.
- Participating in a decision on a matter in which the Councillor has a conflict of interest.

4.3 Directing a member of Council staff

A Councillor must not intentionally direct, or seek to direct, a member of Council staff

- In the exercise of a delegated power, or the performance of a delegated duty or function of Council.
- In the exercise of a power or the performance of a duty or function exercised or performed by the staff member as an authorised officer under the Act or any other Act.
- In the exercise of a power or the performance of a duty or function the staff member exercises or performs in an office or position the staff member holds under the Act or another Act.
- In relation to advice provided to Council or a delegated committee, including advice in a report to Council or delegated committee.

4.4 Confidential information

A Councillor must not intentionally or recklessly disclose information that the he or she knows, or should reasonably know, is confidential information.

For the purposes of the Act 'confidential information' means the following information:

- Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.
- Security information, being information that if released is likely to endanger the security of Council property or the safety of any person.
- Land use planning information, being information that if prematurely released is likely to

encourage speculation in land values.

- Law enforcement information, being information which if released would be reasonably likely to prejudice the investigation into an alleged breach of the law or the fair trial or hearing of any person.
- Legal privileged information, being information to which legal professional privilege or client legal privilege applies.
- Personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.
- Private commercial information, being information provided by a business, commercial or financial undertaking that:
  - Relates to trade secrets.
  - If released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.
- Confidential meeting information, being the records of meetings closed to the public under the Act.
- Internal arbitration information, being information specified in section 145 of the Act.
- Councillor Conduct Panel confidential information, being information specified in section 169 of the Act.
- Information prescribed by regulations to be confidential information for the purposes of the Act.
- Information that was confidential information for the purposes of section 77 of the Local Government Act 1989.

A Councillor may disclose information that would be considered 'confidential information' if the information that is disclosed is information that Council has determined should be publicly available.

Otherwise, a Councillor may disclose information that the he or she knows is confidential information in the following circumstances:

- For the purposes of any legal proceedings arising out of the Act.
- To a court or tribunal in the course of legal proceedings.
- Pursuant to an order of a court or tribunal.
- In the course of an internal arbitration and for the purposes of the internal arbitration process.
- In the course of a Councillor Conduct Panel hearing and for the purposes of the hearing.
- To a Municipal Monitor to the extent reasonably required by the Municipal Monitor.
- To the Chief Municipal Inspector to the extent reasonably required by the Chief Municipal Inspector.
- To a Commission of Inquiry to the extent reasonably required by the Commission of Inquiry.
- To the extent reasonably required for any other law enforcement purposes.

Councillors acknowledge that they will have access to confidential information in many forms and that it will not always be labelled as being 'confidential'. Councillors will take reasonable steps to inform themselves about the confidential nature of any Council information before discussing it outside the organisation.

5 CONFLICT OF INTEREST

5.1 Disclosure of conflicts of interest

If a Councillor has a conflict of interest in a matter which is to be considered or discussed at a meeting of Council or a delegated committee, a meeting of a community asset committee, or any other meeting held under the auspices of Council, the Councillor must, if he or she is attending the meeting, disclose the conflict of interest in accordance with the Governance Rules (unless any of the exemptions apply) and exclude themselves from the decision making process in relation to the matter

A Councillor may have a 'general' or a 'material' conflict of interest in a matter being considered at a meeting.

A Councillor has a 'general' conflict of interest in a matter if an impartial, fair-minded person would consider that the Councillor's private interests could result in the Councillor acting in a manner that is contrary to their public duty.

For the purposes of general conflict of interest:

- 'private interests' means any direct or indirect interest of a Councillor that does not derive from their public duty and does not include an interest that is only a matter of personal opinion or belief.
- 'public duty' means the responsibilities and obligations that a Councillor has to members of the public in their role as a relevant person.

A Councillor has a 'material' conflict of interest in respect of a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter.

The benefit may arise or the loss incurred:

- directly or indirectly; or
- in a pecuniary or non-pecuniary form.

For the purposes of a material conflict of interest, any of the following is an 'affected person':

- The Councillor.
- A family member of the Councillor.
- A body corporate of which the Councillor or their spouse or domestic partner is a Director or a member of the governing body.
- An employer of the Councillor, unless the employer is a public body.
- A business partner of the Councillor.
- A person for whom the Councillor is a consultant, contractor or agent.
- A benefit under a trust or an object of a discretionary trust of which the Councillor is a trustee.
- A person from whom the Councillor has received a disclosable gift (i.e. exceeding $500 in value).

5.2 Personal responsibility

Councillors acknowledge that they must be clear about their associations with parties external to Council and to avoid conflict between those associations and their role as Councillors.

It is the personal legal obligation of every Councillor to form her or his own view as to whether a conflict of interest exists, and to disclose any such conflict. Councillors are able to seek their own independent legal advice in relation to any of their conflict of interest matters. Council will not be liable for any legal costs incurred by a Councillor who seeks independent legal advice about

whether they have a conflict.

The process for disclosing a conflict of interest is contained in Chapter 5 of the Brimbank Governance Rules – Disclosure of Conflicts of Interest

6 OTHER CONDUCT REQUIREMENTS

Councillors acknowledge that, while these matters are not Standards of Conduct they undertake to comply with them.

In the case of non-compliance, these matters could be the subject of an application to a Councillor Conduct Panel made by the Chief Municipal Inspector, or of a complaint to the Local Government Inspectorate, the Independent Broad-based Anti-corruption Commission or Victoria Police, depending on the nature of the allegation.

Councillors agree:

6.1 Conduct based on race and religion

Not to engage in conduct that incites hatred against, serious contempt for, or revulsion or severe ridicule of, a person or group of persons on the basis of their race or religious belief. Serious racial or religious vilification involves a threat to harm another person or their property and is a criminal offence.

6.2 Conduct considered bullying

Not to participate in unreasonable behaviour that may be considered bullying, such as repeated:

- Verbal abuse, insults or name-calling
- Personal attacks, threats, intimidation
- Deliberate exclusion or isolation
- Deliberately withholding information from someone where that information is essential to their ability to perform their work effectively.
- Any form of bullying that occurs online.

6.3 Interactions with Members of Parliament

Councillors (or a Councillor representing a group of Councillors) will:

- Declare and record any representations made to her/him, or by them, in their role as a Councillor, to/by a Member of Parliament (or their staff or a candidate in a State or Federal Government election) by completing an Interaction with Member of Parliament form.
- Advise the Member of Parliament (or their staff or candidate) that the representation, and topics discussed, will be publicly reported to Council.

The Chief Executive Officer will ensure a record of the meeting is reported to the next practicable Council Meeting.

6.4 Meeting with planning permit applicants

When planning to discuss a planning permit application or amendment with an applicant, property owner, or their representative, it is mandatory to complete the Informal Planning Meeting Record. This helps document all interactions. All such meetings must be recorded in the Informal Planning

Meeting Record. Moreover, the Chief Executive Officer must make sure that a record of the meeting is reported to the next available Council Meeting.

6.5 Fitness for duties

Councillors will promptly inform the Mayor/CEO of any physical or psychological concerns that may affect their ability to perform their role and will also consider taking a leave of absence, if necessary, to prioritise well-being. The Mayor may also suggest a leave of absence if they have concerns about a Councillor's health.

6.6 Interacting with children

Council is committed to protecting children and young people from harm and adheres to the Victorian Child Safe Standards and related legislation. Councillors will maintain professional conduct, support child safety, and take necessary steps to protect children to fulfill the obligations imposed by the Victorian Child Safe Standards.

7 GOOD GOVERNANCE

Nothing in this part of the Code is intended to impose a binding Standard of Conduct on Councillors. These matters are expressed as operating in addition to the Standards of Conduct. Further, nothing in this part of the Code is intended to modify or derogate from the Standards of Conduct.

This part of the Code sets out conduct that the Councillors agree will contribute to the good governance, integrity and responsible operation of Council.

7.1 Overarching Governance Principles

Councillors will support the role of Council by ensuring that Council gives effect to the overarching governance principles when participating in Council's decision-making functions.

The overarching governance principles are set out in section 9(2) of the Act and are as follows:

- Council decisions are to be made and actions taken in accordance with the relevant law.
- Priority is to be given to achieving the best outcomes for the municipal community, including future generations.
- The economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.
- The municipal community is to be engaged in strategic planning and strategic decision making.
- Innovation and continuous improvement is to be pursued.
- Collaboration with other councils and governments and statutory bodies is to be sought.
- The ongoing financial viability of Council is to be ensured.
- Regional, state and national plans and policies are to be taken into account in strategic planning and decision making.
- The transparency of Council decisions, actions and information is to be ensured.

7.2 Council decision-making

Councillors are committed to ensuring a high level of transparency in Council's decisions and Council's decision-making processes. Councillors acknowledge that Council decisions cannot be made other than by resolutions made at properly constituted Council meetings following fulsome

public debate in the Council Chamber. While Councillors will engage in informal discussion of matters coming before Council for decision, they acknowledge that these informal discussion are not decision-making forums, and that a final position on such matters cannot be reached before the Council meeting.

Councillors acknowledge the role that reports prepared by members of Council staff provide professional advice which assists in informing Councillors about matters before Council for decision. Councillors will pay respect and attention to the information provided by members of Council staff to assist Council's decision-making functions.

7.3 Use of Council resources

Councillors commit to using Council resources effectively, economically and only for proper purposes connected with their role as a Councillor, consistent with relevant Council policies and procedures.

In particular, Councillors will:

- Maintain adequate security over Council property, facilities and resources provided by Council to assist in performing their role.
- Comply with any legislation and Council policies and procedures applying to the use of Council property, facilities and resources provided by Council to assist in performing their role.
- Not use Council resources, including the services of members of Council staff, for private purposes, unless authorised to do so, and paying for those resources where required to do so.
- Not use public funds or resources in a manner that is improper or unauthorised.

7.4 Gifts and benefits

Councillors will avoid situations giving rise to the appearance that a person or body, through the provision of gifts, benefit or hospitality of any kind, is attempting to gain favorable treatment from an individual Councillor or from Council.

Councillors will take all reasonable steps to ensure that their immediate family members do not receive gifts or benefits that give rise to the appearance of an attempt to gain favourable treatment.

Councillors will only accept gifts that exceed the gift disclosure threshold (at the time of this review it is $500 or a higher amount or value prescribed by the Regulations) if:

- the name and address of the person making the gift are known to them; or
- at the time when the gift is made, they reasonably believe that the name and address provided are the true name and address of the person making the gift.

Anonymous gifts that exceed the gift disclosure threshold will be disposed of to Council within thirty (30) days of receiving the gift.

Councillors will comply with the Councillor Gifts, Benefits and Hospitality Policy, and any other policies and procedures however termed, adopted by Council from time to time relevant to the acceptance of gifts.

7.5 External communications

Councillors recognise that, as representatives of the local community, they have a primary responsibility to be responsive to community views and to adequately communicate the position and decisions of Council.

Councillors are committed to respecting the function of the Mayor as the spokesperson of Council in accordance with the Act.

Councillors undertake to comply with Council's Media and Spokesperson Policy and any other relevant policies, as adopted from time to time, including recognition of and respect for the:

- Role of the Mayor as the principal spokesperson of Council, including in communications with the media on behalf of Council.
- Role of the CEO in communicating with the media on behalf of Council with respect to matters of an operational nature.
- Practice of directing media enquiries to Council's Communications Team at first instance.

Councillors acknowledge that individual Councillors are entitled to express their personal opinions through the media. In doing so, Councillors will make it clear that such comment is their personal view and does not represent the position of Council.

Councillors will ensure that such comments avoid being derogatory, offensive or insulting of Council, Councillors, members of Council staff, members of the community and others and are factually accurate.

7.6 Personal dealings with Council

When Councillors deal with Council in their private capacity (e.g. as a ratepayer, recipient of a Council service or applicant for a permit), they will not expect or request preferential treatment in relation to any such private matter. Councillors will avoid any action that could lead members of Council staff or members of the community to believe that they are seeking preferential treatment.

7.7 Occupational health and safety

Councillors acknowledge that meeting Council's obligations as an employer under the *Occupational Health and Safety Act 2004* by, among other things, providing a safe workplace for members of Council staff and visitors to Council premises is essential.

Councillors are committed to working in ways that protect and promote the health and safety of members of Council staff and visitors to Council premises and to minimise risks to them.

7.8 Elections

Councillors may nominate as candidates in elections at all levels of government. If nominating as a candidate in an election, or assisting in the campaign of a candidate in an election, Councillors commit to not using their position as a Councillor for purposes associated with their campaign, or the campaign of any other candidate.

8 CITY REPRESENTATION

8.1 Representation Overview

Opportunities for the Mayor, Deputy Mayor and Councillors to represent the City will arise through a range of mechanisms including advocacy, media activity, event attendance and contribution to external publications.

The hierarchy for determining the appropriate Council spokesperson or representative, is at Table 1.

Table 1 – Spokesperson or Representative Tiers

Tier	Spokesperson Or Representative

1	Mayor / Deputy Mayor
2	Appropriate Representative (Advisory Committee representative)
3	Ward Councillors, operating on a rotational basis

Where requested by a community group/organisation, and as appropriate, Councillors with culturally and linguistically diverse backgrounds may be invited by the Mayor to speak in their community language at an event, in addition to the nominated Councillor spokesperson (Table 1).

The following protocols outline the processes by which opportunities will be progressed and allocated. As a general rule, when making an allocation, the key message or subject matter associated with an opportunity will dictate which Advisory Committee it falls within.

Where there is potential Advisory Committee overlap, an opportunity will be referred to relevant Advisory Committee representative for a decision. If no agreement can be reached, or if the Mayor is unable to be contacted within deadline, or where the decision of the Media and Communications team or the Councillor Support Team is (or is likely to be) disputed, the Director People, Partnerships and Performance shall be the referral point and final decision maker.

8.2 Representation Protocol

The following protocol acknowledges the Mayor is the principal spokesperson for the Council and that exceptions will only be made as specified below or on the basis of the professional judgement of the Communications, Community Engagement Department (Media Team).

In particular, the Mayor is the official media spokesperson on behalf of Council, where Council has an official position on the matter and where the matter is of a political, controversial, sensitive or emergency nature.

These include:

- Issues relating to the strategic direction of Council and Brimbank City Council
- Issues relating to policy and Council decisions
- State-wide or Federal political issues affecting local government
- Local issues that impact the community that do not relate directly to Council services and functions
- Announcements or commentary relating to premier events, major projects or key community infrastructure being undertaken by Brimbank City Council

If the Mayor is unavailable as spokesperson or has a conflict of interest in relation to the matter, the Deputy Mayor will become the primary spokesperson. If the Deputy Mayor is not unavailable or has a conflict of interest in relation to the matter, the appropriate Advisory Committee representative will be approached to be the primary spokesperson. On occasion and at the discretion of the CEO or delegate, the tier process may be supplanted by a decision to nominate a particular Councillor as spokesperson on the basis of newsworthiness, an acknowledged association with the issue or other factors. An example may be in a case where a conflict of interest prevents the Mayor from being a spokesperson, in which case the appropriate Councillor member of an Advisory Committee may supersede the Deputy Mayor. In such cases, approval to deviate from the standard protocol would be sought from the Mayor.

See Table 1 above for further information on Spokesperson tiers.

A Councillor acting as an authorised spokesperson in line with this protocol has a responsibility to represent Council position in relation to a matter. If that Councillor wishes to express a personal view which differs from an adopted position, they are obliged to identify that the opinion or view is their own and does not represent the position of Council; nor should that view be expressed in the

context of a spokesperson opportunity facilitated by Brimbank City Council.

8.3 Chief Executive Officer representation

The Chief Executive Officer is the official spokesperson for all operational matters relating to Brimbank City Council, including:

- Staffing and structure of the organisation
- Corporate issues relating to service provision or the day-to-day business of Council.

The Chief Executive Officer may delegate their media authority to a Council Officer.

8.3.1 Delegations

Council Officers delegated to make statements to the media or authorise the issue of media releases are:

- Chief Executive Officer
- Directors
- Manager Media & Communications

8.4 Media Enquiries

For the purposes of this section, approaches from the media are categorised into three types:

- Where the media contacts a Councillor directly (type A)
- Where the media contacts Brimbank City Council requesting a comment specifically from the Mayor or an individual Councillor (type B)
- Where the media contacts Brimbank City Council requesting general comment or information without specifying the preferred respondent (type C).

All media enquiries, whether received by the Mayor, other Councillors or Council officers, should be directed to the Media Team. Media enquiries should be treated as a priority, with requests passed onto the Media Team as soon as is practicable after receipt, and conducted in accordance with this policy.

The Media Team will deal with media inquiries and the delegation of media enquiries/comment in accordance with this policy. It will provide appropriate advice on how to respond to media enquiries and draft official comments.

Where the media contacts the Mayor or a Councillor directly (type A), they should make no comment on behalf of Council, advise the media that the Media Team will make contact, and inform the Media Team as soon as practicable.

Where the media contacts Brimbank City Council requesting a comment from, or an interview with, the Mayor or a particular Councillor (type B), the Media Team will determine who should be spokesperson, advise the appropriate media outlet and act accordingly (either through providing an approved written response such as a media statement or quote, or producing materials such as FAQs in preparation for an interview with spokesperson).

Where the media contacts Brimbank City Council requesting a response from an unspecified spokesperson or is otherwise seeking a comment from Brimbank City Council (type C), the Media Team will establish the most appropriate spokesperson according to the order of priorities specified in Table 1 such that if and when the first priority for a spokesperson is reasonably determined by the Media Team to be unavailable or otherwise declines to be the spokesperson, the second priority for spokesperson will be approached, and so on.

Table 1 only applies to situations which are not related to operational matters. In operational matters, the spokesperson will be the CEO or a Council official delegated to act as spokesperson

by the CEO.

Table 1 also assumes two circumstances in which a graduation to the next tier would occur:

- Unavailability of the Mayor or appropriate Councillor
- A conflict of interest where it is inappropriate for the Mayor or appropriate Councillor to speak on the issue
- On occasion and at the discretion of the CEO or delegate, the tier process may be supplanted by a decision to nominate a particular Councillor as spokesperson on the basis of newsworthiness, an acknowledged association with the issue or other factors.

An example may be in a case where a conflict of interest prevents the Mayor from being a spokesperson, in which case the appropriate Advisory Committee representative may supersede the Deputy Mayor. In such cases, approval from the standard protocol would be sought from the Mayor.

8.5 Photo opportunities

Where the request from media is for a photo opportunity, the same protocols and tiered approach will apply. Only the Mayor can participate in a formal, scheduled photo opportunity with media except for reasons of unavailability or conflict of interest.

At the discretion of the CEO or appropriate Council Officer (Director, Manager Media & Communications), other Councillors may participate in a photo opportunity as well, subject to the Mayor's approval, including for cultural publications.

It is acknowledged that photo opportunities at events will often be of an informal and unscheduled nature in which participation by multiple Councillors will be inevitable and encouraged. The protocol above applies only to scheduled photo opportunities as requested by media.

8.6 Generating media

Media Releases will be proactivity issued by the Brimbank City Council on a regular basis to assist media and community understanding of a Council position in relation to any matter. In creating and issuing Media Releases, the following protocol will apply:

- The Media Team will determine who is to be quoted, in accordance with Table 1.
- The Media Team will determine key quotes in consultation with the appropriate Directorate and then seek approval from the Mayor and/or any Councillor being quoted.
- The Media Team will circulate final copies of all Media Releases to all Councillors.

8.7 Communications and Community Engagement Department support to Councillors

If a Councillor wishes to express a personal view to media which differs from an adopted position, they are not acting as the authorised spokesperson on Council matters or positions as described in this protocol, and therefore the Media Team's resources are not available to them.

The Media Team aims to ensure that all Councillors are kept informed and updated on media issues relating to Brimbank City Council. In doing so, a Brimbank Council Media Report will be issued each week, and other ad hoc updates will be provided as extraordinary circumstances require.

A member of the Media Team will generally accompany the Mayor or other Councillor, if required, when interviews or photo opportunities are being conducted.

Opportunities to contribute to publications produced by external sources (e.g. articles) will entail preparation of appropriate content by the Media Team under the byline of the Mayor or, if appropriate, the relevant spokesperson as indicated in Table 1.

8.8 Social Media Use by Councillors

Social media provides opportunities for dynamic and interactive two-way communication between

Councillors and their constituents. Social media is not considered any different from existing personal communications (e.g., email, letter, face to face conversation) that Councillors engage in.

Brimbank City Council acknowledges that Councillors will have and manage their own social media accounts. These communications activities do not require approval from Council officers. However, the following broad principles will apply to personal social media use:

- Councillors must not represent their views and opinions on personal social media accounts as being the official views of Brimbank City Council, unless in accordance with agreed and published Council policy.
- Councillors should not use personal social media accounts to comment on Council matters which are confidential in nature.
- Councillors should not use personal social media accounts to publicly dispute or rebuke the views of other Councillors or Council Officers.
- Councillors should not use personal social media accounts to indicate their disagreement with agreed and published Council policy.

Where Councillors publish social media content in a personal capacity from personal accounts that makes reference to Brimbank City Council, its staff, policies or services, its suppliers or other stakeholders, or any Council-related issues, that content will be considered to be bound by the requirements of Brimbank City Council in regard to social media use.

In such instances, the following content is not permitted under any circumstances nor limited to:

- Abusive, profane or sexual language
- Content not relating to the subject matter of that blog, board, forum or site.
- Content which is false or misleading
- Confidential information about Council or third parties
- Copyright or trademark protected materials.
- Discriminatory material in relation to a person or group based on age, colour, creed, disability, family status, gender, nationality, marital status, parental status, political opinion/affiliation, pregnancy or potential pregnancy, race or social origin, religious beliefs/activity, responsibilities, sex or sexual orientation
- Illegal material or materials designed to encourage law breaking
- Materials that could compromise Council, employee or system safety
- Materials which would breach applicable laws (defamation, privacy, trade practices, rules and regulations, fair use, trademarks)
- Material that would offend contemporary standards of taste and decency
- Material which would bring the Council into disrepute
- Personal details or references to Council staff or third parties which may breach privacy laws
- Spam, meaning the distribution of unsolicited bulk electronic messages
- Statements which may be considered to be bullying or harassment.

For the purposes of this policy, social media encompasses but is not limited to the following digital spaces where people may comment, contribute, create, forward, post, upload and share content:

- Websites
- Emails
- Blogs
- Bulletin boards

- Citizen journalism and news sites
- Forums and discussion boards
- Instant messaging facilities
- Micro blogging sites (e.g. Threads, X)
- Online encyclopedias (e.g. Wikipedia)
- Podcasts
- Social networking sites (e.g. Facebook, Instagram, WeChat, TikTok, LinkedIn)
- Video and photo sharing sites (e.g. Flickr, YouTube)
- Wikis

Any other websites that allow individuals to use simple publishing tools or new technologies emerging from the digital environment.

As the personal views of Councillors are usually likely to be associated by external audiences with the views of Council, Councillors will be held to a high degree of responsibility in regards to personal use of social media.

Council social media sites that have been set up by Council officers are considered official channels of Council, and current conventions applied to existing communications channels apply. These conventions include the Mayor being the nominated spokesperson of Council, except where the tiered approach in Table 1 is utilised.

8.9 Representing Council at Civil Events, Functions and Delegations

8.9.1 Opportunities generated through Council organised, partnered and sponsored events

As chief representative and spokesperson for Council, the Mayor is given first opportunity to formally represent Council at functions and events organised, partnered or sponsored by Brimbank City Council.

An event organised by Council is one that is a designated Brimbank City Council event – e.g. the opening of a facility, a policy announcement, a cultural or community event.

An event partnered by Council would usually be one that has been instigated by a State of Federal Government Department or Minister's office for the purpose of a joint media announcement or one with particular relevance to Brimbank City Council.

An event sponsored by Council is one with Brimbank City Council funding or in-kind support towards the staging of an event or function. This does include funding provided through the purchase of tickets or seating at events and functions once the event has been announced and promoted.

For functions and events organised, partnered or sponsored by Brimbank City Council where the Mayor is unavailable, the invitation is first forwarded to the Deputy Mayor, then the relevant Portfolio Champion if the Deputy Mayor is also unavailable, then via the same tiered process outlined in Table 1.

On occasion and at the discretion of the CEO, the tier process may be supplanted by a decision to nominate a particular Councillor as an event representative on the basis of newsworthiness, an acknowledged association with the event or other factors. In such cases the Mayor's approval would be sought.

8.9.1.1 Speeches

All civic events commitments are placed in the appropriate representative's diary by Councillor Support which then submits a speech request to the Communications and Community Engagement

Department.

A speech request is required, in normal circumstances, six weeks prior to the event taking place. Additional time will be required if translations are needed.

Speechwriting support is only offered for events where the Mayor has accepted to speak.

If a Councillor attending an event in their official role is invited to speak ad hoc at the event, they are able to do so, but must inform the Mayor and Manager Governance and Risk afterwards.

Speechwriting support is not able to be provided for Councillors who wish to speak at functions outside of their official role as a Brimbank City Council representative.

8.9.1.2 MC Role

A distinction is made, for the purposes of Council organised, partnered and sponsored events, between the Mayor or a Councillor providing formal representation, and another individual serving as the Master of Ceremonies (MC) for the event.

An MC may be the CEO, a Council officer (e.g. a Director) or a non-Council individual serving in the role for reasons of professional experience and appropriateness (e.g. a professional entertainer or speaker at a cultural event). The role of the MC will include introducing the Mayor or relevant Councillor to conduct their ceremonial role and/or provide a speech. The role of MC is not intended to supplant any of the formal or ceremonial aspects of a Mayor or Councillor, nor would it be represented as such.

8.9.1.3 Running Sheet

All Councillors formally attending an event where Council's participation includes the preparation of a Running Sheet should familiarize themselves with that Running Sheet prior to the event and be familiar with:

- The protocols that will apply at the event
- The restrictions that may apply on participation in photo opportunities – i.e. an event partnered with the State Government may require that only the Mayor participate in a photo or video opportunity with the relevant Minister
- The formal or ceremonial roles that Councillors may be requested to play.

8.9.2 Opportunities received directly by Councillors and Council from external sources

8.9.2.1 Invitations received by the Mayor

As the chief representative of Council, the Mayor will be approached by stakeholders to participate in events, functions and activities important and relevant to Brimbank. Such requests will be considered by Councillor Support in the fi instance.

Councillor Support will liaise with the appropriate Directorate to assess the importance and relevance of the event, and the appropriateness of formal Council attendance, participation and contributions (e.g. speech or ceremonial role). It will be at the discretion of the appropriate Director, with reference to the CEO as appropriate, to determine if Council should play such a role.

If the nature of the event suggests it may be valuable to have Brimbank City Council participation and the Mayor is unavailable, the event organiser will be approached by Councillor Support regarding representation by another Councillor. If the event organiser agrees, the opportunity will be referred to the Deputy Mayor in the first instance. If unavailable, the opportunity will be offered to other Councillors via the same tiered process outlined in Table 1.

8.9.2.2 Invitations received by the Deputy Mayor and Councillors

The Deputy Mayor and Councillors will receive invitations in an individual capacity to represent Council. These may be received in acknowledgement of portfolio or cultural responsibilities or in

response to established relationships with city stakeholders.

If the event is one in which the Councillor would not be formally representing Council, but attending on the basis of personal relationships with stakeholders or within the community, there would be no formal Council involvement or contribution. The Councillor should not represent themselves as attending or participating in the event on behalf of Brimbank City Council.

If the event is one in which the Councillor would be formally representing Council, Councillors will forward the details to Councillor Support, which will liaise with the appropriate Directorate to assess the importance and relevance of the event.

If a Councillor receives an invitation to a cultural or specific interest event, they will send the invitation to Councillor Support. Councillor Support will liaise with the appropriate Directorate to assess the relevance of the event, and appropriateness of formal Council attendance.

Councillor Support will provide all invitations to the Mayor for their assessment and/or approval, in accordance with the Councillor Support Policy requirements. If approved, Councillor Support will advise the Councillor. If not approved, the Mayor will discuss their decision with Councillor directly.

If the event is deemed appropriate for that Councillor's attendance and contribution (e.g. speech), Councillor Support will confirm the commitment with the event organiser on behalf of the Councillor. If the opportunity is transferable, Councillors should consider referring the invitation to the relevant Portfolio Councillor.

8.9.2.3 Invitations received by Council

Where an external source approaches Council directly with a view to seeking representation by a Councillor, Councillor Support will first liaise with the appropriate Directorate to assess the importance and relevance of the event. If it is deemed suitable, the Mayor will first be approached. If the Mayor declines the invitation and an alternative Councillor is considered acceptable to the organising body, the opportunity will be offered to other Councillors via the same tiered process outlined in Table 1.

8.9.2.4 Support for Councillor Representation

In representing Council at events, functions and delegations, Councillors may require support in the form of speech notes, presentations and background information. This support shall be arranged through Councillor Support, who will forward the relevant requests to the Communications Team.

8.9.2.5 Access to tickets for Council organised or sponsored events

As the organiser or sponsor of a number of key cultural, community, business and sporting events in Brimbank, there will be ticketing opportunities for Councillors, the administration and stakeholders.

It is important to have a transparent and accountable system of allocation of tickets. The process supporting allocation allows Council to use tickets in a strategic way to maximise the profit and relationship opportunities for Brimbank City Council and shall be guided by the following principles:

- The need to ensure Council is appropriately represented at all sponsored and organised events
- That City representation involves participation of Councillors and senior Council officers
- That where limited tickets are available in the proposed allocation to Councillors, priority shall be given to the Mayor, Deputy Mayor and relevant Portfolio Champion
- Ticketing should be used for the primary purpose of further developing and enhancing Council relationships with stakeholders, and so Council officer representation may also occur
- Allocated tickets should be used. Unused tickets represent a loss in profit and stakeholder

relationship opportunities

All other event attendance and ticketing in relation to procuring a 'table' for Council will be dealt with in accordance with the Councillor Support Policy.

8.9.2.6 Requests for Council support or funding for events

Councillors approached for Council support or funding for events and activities must first raise the matter with the relevant Director for consideration in accordance with Council policy and guidelines under specific programs and projects. These policies and guidelines ensure that assessment processes are fair, transparent and accountable.

8.10 Mayoral robe and chain

The Mayoral robe and chain signify the office of the Mayor. The Mayor may choose to wear one or both at official functions of the Council. The Mayor will act as custodian of the robe and chain, and liaise with Councillor Support to make any necessary security arrangements.

Given its significant value, the chain is only able to be worn at functions held at the Brimbank Council Offices, Citizenship ceremonies, school visits, or where appropriate security measures are in place.

9 INTERPERSONAL DISPUTES BETWEEN COUNCILLORS

Councillors acknowledge that interpersonal differences and disputes (as distinct from allegations of contravention of the Standards of Conduct) may arise from time to time. Councillors commit to taking reasonable steps to resolve any interpersonal difference or dispute that arises without recourse to formal processes with a view to maintaining effective working relationships.

In resolving interpersonal differences or disputes, Councillors will consider pursuing informal steps, including 7.1 and 7.2.

9.1 Informal discussions between Councillors

Councillors will first consider discussing their interpersonal difference or dispute informally with a view to resolving it.

9.2 Facilitated discussion

If Councillors are unable to discuss their interpersonal difference or dispute informally, or their informal discussions are unsuccessful, they will consider approaching a fellow Councillor, chosen with the agreement of both Councillors, to facilitate a discussion with a view to resolving their interpersonal difference or dispute.

If the interpersonal difference or dispute cannot be resolved informally, the Councillors will consider whether any of the conduct giving rise to it constitutes a contravention of the Standards of Conduct. If they consider that it does, they may choose to pursue it as such under part 8 of this Code.

10 ALLEGATIONS OF CONTRAVENTION OF THE CODE

An allegation that this Code has been breached by a Councillor can be made by:

- Council, by resolution.
- a Councillor.

- a group of Councillors.

Where an allegation is made by Council or by a group of Councillors, a single Councillor must be nominated to act as the representative of Council or the group of Councillors (as the case may be) in the internal resolution process. Only that Councillor will be entitled to participate in the internal resolution process.

When an allegation of a breach of this Code is alleged, the Councillors who are party to the allegation undertake to use their best endeavours to resolve it in a courteous and respectful manner without recourse to formal processes under this Code or under the Act. If, after these endeavours have been exhausted, the allegation remains unresolved, either or both of the Councillors may have recourse to any or all of the internal resolution processes set out in this Code.

Councillors accept the following three-phase internal resolution process:

- Formal discussion between the Councillors, facilitated by the Mayor or, if the Mayor is involved in the allegation, the Deputy Mayor or, if both the Mayor and the Deputy Mayor are involved in the allegation, the most recent past Mayor.
- Formal mediation between the Councillors, facilitated by a qualified mediator.
- Formal internal arbitration process.

Councillors recognise that the first and second phases are voluntary and that they are not obliged to agree to either of them but will endeavour to resolve allegations without resorting to the mandatory internal arbitration process.

10.1 The application

An application alleging a breach of this Code must:

10.1.1 include the:

a) name of the Councillor(s) alleged to have committed the breach;

b) clause(s) of the Code alleged to have breached;

c) particular misconduct, or behaviour, that the Councillor(s) is/are alleged to have engaged in that resulted in the breach; and

d) phase of the internal resolution process being pursued by the Councillor making the allegation at the first instance; and

10.1.2 be submitted to the Councillor Conduct Officer for:

a) action, if the application seeks engagement in the first or second phase of the internal resolution process; or

b) referral to the Principal Councillor Conduct Registrar, if the application seeks a formal internal arbitration process.

If an application received by the Councillor Conduct Officer does not meet the requirements of this Part 10.1, the Councillor Conduct Officer will return it to the Councillor submitting it with a brief statement of the ways in which the application is deficient.

A Councillor may revise and resubmit to the Councillor Conduct Officer a deficient application, provided that the Councillor submits the revised application no later than 3 months after the alleged breach of the Standards of Conduct occurred (see s 143(3) of the Act).

10.2 Process on receiving an application

10.2.1 Application for a facilitated discussion

On receiving an application from a Councillor which meets the requirements of Part 9.1 of this Code and which seeks a facilitated discussion, the Councillor Conduct Officer will take the

following steps:

a) notify Mayor or, if the Mayor is involved in the allegation, the Deputy Mayor or, if both the Mayor and the Deputy Mayor are involved in the allegation, the most recent past Mayor (as the case may be) and the CEO (for the CEO's information only) and provide them with a copy of the application;

b) notify the Councillor(s) the subject of allegation in the application and provide them with a copy of the application;

c) request the Councillor(s) the subject of the application to advise whether they will participate in the facilitated discussion within 5 days of receiving the application, noting that, if no advice is received, the Councillor(s) will be taken to have declined;

d) if the Councillor(s) agree/s to participate in the facilitated discussion:

   i. the Councillor Conduct Officer will, with the cooperation of the Councillors involved in the application and the Mayor or, if the Mayor is involved in the application, the Deputy Mayor or, if both the Mayor and the Deputy Mayor are involved in the application, the most recent past Mayor (as the case may be), arrange a suitable time and place for the facilitated discussion, to be no later than 5 days from the date of the advice provided under paragraph (c);

   ii. the facilitated discussion must be completed with the Mayor or, if the Mayor is involved in the application, the Deputy Mayor or, if both the Mayor and the Deputy Mayor are involved in the application, the most recent past Mayor (as the case may be) providing a record of the outcome to the Councillors involved in the application and the CEO no later than 5 days after the discussion takes place; and

   iii. if the facilitated discussion is not complete within 5 days of the date nominated for it to take place, the Councillors will be taken as not having agreed to participate in a facilitated discussion, unless both Councillors agree to extend the time for completion;

e) if the facilitated discussion is not completed in accordance with this Part 9.2.1 for whatever reason, or if the facilitated discussion does not resolve the allegation the subjection of the application, the Councillor Conduct Officer will advise the:

   i. Councillor making the application and ask the Councillor(s) to advise whether they wish to escalate the matter to another phase of the internal resolution process and, if so, which phase;

   ii. Councillor the subject of the application; and

   iii. CEO; and

f) the Councillor Conduct Officer will make arrangements to close or to escalate the application, as the case may be, according to the advice of the Councillor making the application.

10.2.2 Mediation

On receiving an application from a Councillor which meets the requirements of Part 9.1 of this Code and which seeks a mediation, or on escalating an application where a facilitated discussion has not been completed or has not resolved the allegation, the Councillor Conduct Officer will take the following steps:

a) notify the CEO and provide them with a copy of the application;

b) notify the Councillor(s) the subject of allegation in the application and provide them with a copy of the application;

c) request the Councillor(s) the subject of the application to advise whether they will participate in mediation within 5 days of receiving the application, noting that, if no

advice is received, the Councillor(s) will be taken to have declined;

d) if the Councillor(s) agree/s to participate in mediation:
   i. the CEO, or a member of Council staff nominated by the CEO for the purpose (the CEO's nominee), will engage a mediator, to be chosen by the CEO (or the CEO's nominee);
   ii. the CEO (or the CEO's nominee) will, with the cooperation of the Councillors involved in the application, arrange a suitable time and place for the mediation, to be no later than 5 business days from the date of the advice provided under paragraph (c); and
   iii. if the mediation is not complete within 5 business days of the date nominated for it to take place, the Councillors will be taken as not having agreed to participate in the mediation, unless both Councillors agree to extend the time for completion;
e) if the mediation resolves the application, the mediator will document the agreement reached by the Councillors involved and provide a copy of the agreement to both Councillors and to the CEO;
f) if the mediation is not completed in accordance with this Part 9.2.2 for whatever reason, the CEO (or the CEO's nominee) will advise the:
   i. Councillor making the application and ask the Councillor(s) to advise whether they wish to escalate the matter to another phase of the internal resolution process and, if so, which phase; and
   ii. Councillor(s) the subject of the application; and
g) the CEO (or the CEO's nominee) will ask the Councillor Conduct Officer to make arrangements to close or to escalate the application, according to the advice of the Councillor making the application.

10.2.3 Internal arbitration

Misconduct by a Councillor is defined in the Act as any breach by a Councillor of the standards of conduct. A breach may be referred to an arbiter for determination. The process for internal arbitration is prescribed by Part 6 of the Act and r 11 of the Regulations.

Internal arbitration may be commenced either after the first two phases of the internal resolution process prove unsuccessful in resolving the allegation, or as the first step in an application.

On receiving an application from a Councillor which meets the requirements of Part 9.1 of this Code and which seeks an internal arbitration process, or on escalating an application where a facilitated discussion and/or mediation has not been completed or has not resolved the allegation, the Councillor Conduct Officer will:

a) refer the application to the Principal Councillor Conduct Registrar;
b) notify the Councillors involved in the application of the referral;
c) notify the CEO of the referral (for the CEO's information only);
d) await advice from the Principal Councillor Conduct Registrar about the application; and
e) take such steps as are necessary to give effect to the Principal Councillor Conduct Registrar's advice, in accordance with any instructions received.

Councillors recognise that an application for internal arbitration for an allegation of a breach of the Standards of Conduct will only be accepted by the Principal Councillor Conduct Registrar, and an arbiter will only be appointed, if the Principal Councillor Conduct Registrar is satisfied that:

f) the application is not frivolous, vexatious, misconceived or lacking in substance; and
g) there is sufficient evidence to support an allegation of a breach of the Councillor Code of

Conduct.

It is for the Councillor or Councillors submitting an application to ensure that the application meets these requirements.

If the Principal Councillor Conduct Registrar is satisfied that an application for internal arbitration should be accepted, the Principal Councillor Conduct Registrar will appoint an arbiter from a panel list compiled by the Secretary to the Department of Jobs, Precincts and Regions.

In conducting an arbitration the arbiter must:

h) ensure that the parties involved are given an opportunity to be heard;

i) ensure that a Councillor who is a party does not have a right to representation, unless the arbiter considers that representation is necessary to ensure that the process is conducted fairly;

j) conduct the hearing with as little formality and technicality as the proper consideration of the matter permits; and

k) ensure that the hearing is not open to the public. Additionally, in conducting an arbitration the arbiter:

i. may hear each party to the matter in person or solely by written or electronic means of communication;

ii. is not bound by the rules of evidence and may be informed in any manner the arbiter sees fit;

iii. may at any time discontinue the hearing if the arbiter considers that the:

- application is vexatious, misconceived, frivolous or lacking in substance; or
- Councillor making the application, or representing the group of Councillors making the application, has not responded, or has responded inadequately, to a request for further information.

If, at the completion of the internal arbitration process, the arbiter determines that a Councillor has breached the Standards of Conduct, the arbiter may make a finding of misconduct against the Councillor and impose any one or more of the following sanctions:

l) direct the Councillor to make an apology;

m) suspend the Councillor from the office of Councillor for a period specified by the arbiter (not exceeding one month);

n) direct that the Councillor be removed from any position where the Councillor represents Council for a period determined by the arbiter;

o) direct that the Councillor is removed from being the chair of a delegated committee for a period determined by the arbiter; and/or

p) direct a Councillor to attend or undergo training or counselling specified by the arbiter.

The arbiter must provide a written copy of the arbiter's final and statement of reasons to:

q) Council;

r) the applicant(s) and the respondent; and

s) 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 arbiter’s final and statement of reasons are provided. If the arbiter's decision and statement of reasons contain any confidential information, the confidential information must be redacted before it is tabled.

Councillors recognise that a failure to participate in and comply with the internal arbitration

process or a direction given to the Councillor by an arbiter is 'serious misconduct' for the purposes of the Act. Allegations of 'serious misconduct' are heard by a Councillor Conduct Panel.

10.3 Responsibility of Councillors

It is the responsibility of a Councillor or Councillors submitting an application to prepare the application, including by identifying and collating the evidence which supports it.

While members of Council staff may provide some administrative support, that support will not extend to assisting Councillors with the preparation of the substance of an application.

11 ADOPTION OF THIS CODE

11.1

This Code was adopted by a resolution of Council made at the Council meeting held on [_____] with a majority of at least two thirds of all Councillors voting in favour of it.

11.2

This Code may be reviewed at any time during the Council term.

12 DOCUMENTS INCORPORATED BY REFERENCE

12.1

Council may from time to time decide that additional documents should be part of this Code.

12.2

Documents Incorporated by Reference may be added or removed by Council resolution.

12.3

Councillors will comply with the policies and protocols included as documents incorporated into this Code by reference.

12.4

A breach of a document incorporated by Reference may constitute a breach of this Code.

Documents Incorporated by Reference

-
- Conduct During Elections Policy
- Child Safety and Wellbeing Policy
- Councillor Support Policy
- Fraud and Corruption Control and Framework
- Brimbank Governance Rules
- Information Privacy and Health Records Policy
- Councillor Gift, Benefit and Hospitality Policy
- Racial and Religious Tolerance Act 2001

- Public Transparency Policy

APPENDIX 1 DECLARATION

I will abide by the Councillor Code of Conduct and uphold the standards of conduct set out in the Councillor Code of Conduct.

I, Councillor _____, will abide by this Councillor Code of Conduct.

Signed Date

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Signed Date

INTERNAL USE ONLY

Version	Version notes	Adopted	Next Review
C	Adopted as Major Policy Local Government Act 1989 Amendment	19 April 2016	February 2017
D	Local Government Act 1989 requirement (new Council)	14 February 2017	October 2017
E	Councillor Conduct Panel Direction	16 April 2019	September 2019
F	Status as a Major Policy New policy structure	February 2020	February 2021
G	Review	5 February 2024	February 2026

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).

Governance Principles

In developing the Councillor Code of Conduct ("the Code"), Council has considered and given effect to the overarching governance principles, as summarised below:

	Governance Principle	Considerations
(a)	Compliance with the law	All relevant legal requirements have been considered in developing the Code. In particular, and without limitation, the Code complies with the requirements in Part 6 of the Act, the public transparency principles at section 58 of the Act, and the *Local Government (Governance and Integrity) Regulations 2020*. The Code meets the requirements prescribed in section 139(3) and adopted through a formal resolution of the Council in accordance with section 139(5) of the *Local Government Act 2020*.
(b)	Achieve best outcomes for the community	The Code ensures ethical behavior and accountability among Councillors. Setting clear standards and expectations promotes transparency and fairness and leads to optimal outcomes for the community
(c)	Promote the sustainability of the municipality	By adhering to this Code of Conduct, Councillors contribute to responsible governance, which in turn supports the overall sustainability and well-being of the municipality.
(d)	Engage the community in strategic planning and decision making	In developing the Code Council undertook a community consultation process, in accordance with Council's Community Engagement Policy. Council will ensure that the community are consulted in the review of the Code in accordance with the Community Engagement Principles in section 56 of the Act and Council's Community Engagement Policy.

(e)	Strive for innovation and continuous improvement	Council will review the Code 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	In developing the Code Council considered the Councillor conduct framework arbitration process outlined www.localgovernment.vic.gov.au and Codes developed by other Victorian Councils
(g)	Secure the ongoing financial viability of Council	Not directly applicable for this Code.
(h)	Strategic planning and decision making must take into account plans and policies in operation	Not directly applicable for this Code.
(i)	Council decisions, actions and information must be transparent	The Councillor Code of Conduct promotes transparency and ethical behavior by setting guidelines to prevent conflicts of interest, ensure accountability, and prioritise the community's best interests. The Code also sets out clear and transparent processes for investigation of breaches of standards of conduct.

Brimbank City Council

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Post PO Box 70, Sunshine, VIC 3020

Hearing or speech impaired?

- TTY dial 133 677
- Speak & Listen 1300 555 727
- www.relayservice.gov.au, then enter 03 9249 4000

Find us on Facebook, Twitter and YouTube

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www.twitter.com/brimbankcouncil
www.youtube.com/brimbankcitycouncil

Interpreter 131 450
Local call costs apply

www.brimbank.vic.gov.au

Councillor Gifts, Benefits and Hospitality Policy

June 2024

DRAFT

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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DRAFT

1 POLICY PURPOSE

This policy is based on principles of integrity, good governance, transparency and accountability and seeks to minimise improper practices and potential conflicts of interest.

The purpose of this policy is to:

- Specify the general obligations for Councillors who are offered Gifts, Benefits, and Hospitality in their role as Councillors, in order to assist Councillors to demonstrate their fair and impartial conduct, and avoid conflicts of interest and/or perceptions of conflicts of interest
- State the requirements and processes to be followed by Councillors when declaring offers of Gifts, Benefits, and Hospitality
- State the requirements in relation to the retention and disposal of Gifts by Councillors
- Specify instances when the giving or receiving of civic Gifts is appropriate
- Specify instances when the giving or receiving of ceremonial Gifts is appropriate
- Outline Council's accountability and reporting framework in relation to the reporting of offers of Gifts, Benefits and Hospitality, and the maintenance of the Gifts Register
- Give effect to the *Local Government (Governance and Integrity) Regulations 2020*, and the Standards of Conduct contained in the Regulations
- Give effect to the Public Transparency Principles in accordance with section 58 of the *Local Government Act 2020*.

2 POLICY SCOPE

2.1 This policy covers

Any circumstance where Councillors are offered or receive Gifts, Benefits, and Hospitality or give Civic and Ceremonial Gifts in their role as Councillors.

2.2 This policy applies to

The Mayor, Deputy Mayor and Councillors of Brimbank City Council (Council).

2.3 This policy does not cover

Offers or receipt of Gifts, Benefits, and Hospitality or by Council Staff. These circumstances are covered in the Employee Gift, Benefit and Hospitality Policy 2023.

3 DEFINITIONS

For the purposes of this policy, Council adopts the following definitions:

Term	Definition
Anonymous Gift	A gift given by an unknown donor. *It is an offence for a Councillor to receive an Anonymous Gift that has a value of or more than the Gift Disclosure Threshold. A breach of these provisions could result in a maximum penalty of 60 penalty units and a requirement to pay the Council an amount equal to the value of the Gift. A Councillor is not in breach of this clause if the Anonymous Gift is disposed of to the Council within 30 days.
Benefit	Any advantage or profit (whether monetary or otherwise) gained by a person.
Bribe	Money or other inducement to procure an action, decision or preferential treatment. Bribery of a public official is a criminal offence.
Biannual Personal Interests Return	The personal interests return that a Councillor submits to the Chief Executive Officer in accordance with section 134 of the *Local Government Act 2020* and Regulation 9 of the *Local Government (Governance and Integrity) Regulations 2020* on a biannual basis.
Declaration of Gift / Benefit/ Hospitality Form	The form containing the details at Appendix A, made available to Councillors in digital form via the Councillor Portal for the purposes of declaring any relevant gift, benefit or hospitality.
Demonstrable Benefit	An offer of a form of Gift, Benefit or Hospitality that: • Has a clear Benefit to the City of Brimbank and its community. • Relates directly to the role of Council or a Councillor of Brimbank (under the *Local Government Act 2020*). • Has a clear link to achieving Council's key commitments under the current Council Plan. • Contributes to the development and skills of a Councillor, to perform their duties and responsibilities. • Supports the role of a Portfolio Councillor/Representative in developing their knowledge and advocating for Portfolio issues. • Is unlikely to create the impression an attempt is being made to compromise the impartiality of the Councillor in relation to their decision-making (including planning applications, tenders, policy positions, community fund, budget process

	etc.).
Disclosable Gift	One or more Gifts with a total value of, or more than, $500 received from a person in the 5 years preceding the decision on the matter: a) if the relevant person held the office of Councillor, was a member of Council staff or was a member of a delegated committee at the time the Gift was received; or b) if the Gift was, or Gifts were, or will be, required to be disclosed as an election campaign donation— but does not include the value of any Reasonable Hospitality received by the relevant person at an event or function that the relevant person attended in an official capacity as a Councillor, member of Council staff or member of a delegated committee.
Gift	A Gift means any disposition of property otherwise than by will made by a person to another person without consideration in money or money's worth or with inadequate consideration, including— a) the provision of a service (other than volunteer labour); and b) the payment of an amount in respect of a guarantee; and c) the making of a payment or contribution at a fundraising function. A Gift received by a Councillor from Brimbank City Council is not covered by this Policy, and does not need to be declared. For example, a Civic Gift provided by Brimbank City Council to a Mayor or Councillor at the end of a term does not need to be declared.
Gift Disclosure Threshold	The Gift Disclosure Threshold as defined in section 3(1) of the Local Government Act 2020. *At the time of this review it is $500 or a higher amount or value prescribed by the Regulations.
Hospitality	Any item or service (e.g. food, drink, transportation or accommodation) provided by a party that is to be consumed at a function (e.g. networking function, conference, speaking engagement), and includes the provision of services associated with the function (e.g. travel). Hospitality does not include items that you or Council have paid for (e.g., tickets to the event, official conference dinner).
Reasonable Hospitality	Hospitality that: • Is received by a Councillor at an event or function, where the Councillor was attending the event or function for an official purpose that is related to their duties as a Councillor and in

	their official capacity as a Councillor; and • Is reasonable in the circumstances. That is, the Hospitality is of a standard and type that an independent observer would consider appropriate and not excessive, in the circumstances. Examples of Reasonable Hospitality include: • A cup of coffee at another organisation's premises; • a modest working lunch, such as sandwiches and pastries, at another organisation's premises. The following are examples of hospitality that are not Reasonable Hospitality, and Councillors are to disclose: • a 'fine dining and wines' working meal at another organisation's premises; • an offer to pay for a working meal at a dining establishment; • an offer of a free spot at an industry golf day; • where the Hospitality is provided at event or function, the offer of the ticket to the event or function; or • functions where alcohol is served.
Token Gift	A Token Gift is a gift that is of very low monetary value. The combined total of offers to a Councillor from that source in the last 12 months must not exceed $50.

4 POLICY STATEMENT

Council's goals for Brimbank are to be an inclusive, liveable and prosperous community and to be an innovative and responsive Council that puts our 'Community First'.

The Local Government Act 2020 (Act) requires Council to adopt a Councillor Gift Policy within regulated timeframes. This policy is also required to comply with the Public Transparency Principles in the Act, and the Brimbank City Council Public Transparency Policy.

Councillors agree to uphold the 'Community First' principle by complying with the applicable legal and regulatory requirements (inclusive of the *Local Government Act 2020*), the Councillor Code of Conduct 2021 (Code) and this Policy. In accordance with the Standards of Conduct in the *Local Government (Governance and Integrity) Regulations 2020*, a 'Councillor must ensure that their behaviour does not bring discredit upon the Council is fit to conscientiously perform the role of a Councillor when acting in that capacity or purporting to act in that capacity'.

5 SPECIFIC REQUIREMENTS

5.1 Councillors are to comply with the General Obligations of this Policy:

- **5.1.1** Councillors are to comply with Council's values and behaviours as expressed in the Code. This includes the prescribed Standards of Conduct as incorporated into the Code from the *Local Government (Governance and Integrity) Regulations 2020*.

- **5.1.2**: Councillors are not to accept any offer Gift, Benefit, or Hospitality where the purpose of the offer is to maintain or return a favour. (See Conflicts of Interest)
- **5.1.3**: A Councillor is only to accept an offer of a Gift, Benefit or Hospitality if the Councillor considers that acceptance of the offer would provide a Demonstrable Benefit to Council.
- **5.1.4**: Councillors are to declare all offers of Gifts and Benefits, (including those offers that have been declined, apart from offers of Token Gifts,) in accordance with this Policy (See Definitions and Declaration Processes).
- **5.1.5**: Councillors are to declare all offers of Hospitality (including those offers that have been declined) except Reasonable Hospitality.
- **5.1.6**: Councillors are to immediately report all offers of bribes, cash or inducements to the Police or Independent Broad-Based Anti-Corruption Commission.
- **5.1.7**: Councillors are not to accept Anonymous Gifts over the Gifts Disclosure Threshold. (See Anonymous Gifts).
- **5.1.8**: Councillors are to decline to give or receive Civic and Ceremonial Gifts except in accordance with this Policy.

5.2 Declaration of Offers of Gifts, Benefits, and Hospitality

- **5.2.1** A Councillor who receives an offer of a Gift, Benefit, or Hospitality (excluding Reasonable Hospitality and an offer of a token gift that the Councillor declined) will complete and submit the Declaration of Gift / Benefit/ Hospitality Form on the Councillor Portal within one calendar week of receiving the offer.
- **5.2.2** A Councillor is to disclose particulars of any Gift, or cumulative Gifts over five years, of or above the Gift Disclosure Threshold received, on their Biannual Personal Interests Return, unless the Gift is from a family member.
- **5.2.3** A Councillor who has a material conflict of interest in a matter based on receipt of a Disclosable Gift, is to comply with the disclosure requirements in the Brimbank Governance Rules 2020 (Governance Rules) with respect to that Conflict of Interest.

Table 1. GIFT table with questions for Councillors should they be presented with a gift, benefit or hospitality.

G	GIVER	***Who is providing the gift, benefit or hospitality and what is their relationship to me?*** Could the person or organisation benefit from a decision I make?
I	INFLUENCE	***Are they seeking to gain an advantage or influence my decisions or actions?*** Has the gift, benefit or hospitality been offered to me publicly or privately? Is it a courtesy or a token of appreciation or valuable non-token offer? Does its timing coincide with a decision I am about to make?
F	FAVOUR	***Are they seeking a favour in return for the gift, benefit or hospitality?*** Has the gift, benefit or hospitality been offered honestly? Has the person or organisation made several offers over the last 12 months? Would accepting it create an obligation to return a favour?
T	TRUST	***Would accepting the gift, benefit or hospitality diminish public trust?*** How would the public view acceptance of this gift, benefit or hospitality? What would my colleagues, family, friends or associates think?

5.3 Civic Gifts

- **5.3.1** The giving of Civic Gifts by Council will be determined in accordance with this Policy. The giving of a Civic Gift by, or on behalf of, Council, should be made in a consistent and equitable manner in order to avoid perceptions of improper relationships, and to ensure the proper use of Council resources.
- **5.3.2** A Councillor proposing to give a Civic Gift will circulate the proposal to all other Councillors.
- **5.3.3** The Mayor will decide whether or not the proposed Civic Gift should be made in accordance with and subject to the limits in the Thresholds for Civic Gifts in Table 2 of this Policy.
- **5.3.4** Upon request by the Mayor, the Chief Executive Officer will make arrangements for the purchase or supply of the civic Gift provided that it is in accordance with and subject to the limits in the Threshold for Civic Gifts at in Table 2 of this Policy. No Council Officer can make arrangements for the purchase or supply of a civic Gift that is outside the Thresholds for Civic Gifts at Table 2 of this Policy.
- **5.3.5** A Councillor will not seek to direct or influence Council officers in the giving of civic Gifts.

Table 2. Thresholds for Civic Gifts.

Recipient	Type of Civic Gift
Mayor – End of Term	Bound Mayoral Album; or Soft cover Mayoral album and framed print to the value of $200
Deputy Mayor - End of Term	Flowers or potted plant up to the value of $100
Councillor - End of Term	Framed BCC photo with inscription to the value of approximately $150
Councillor - End of Year	Soft copy album – The Year That Was (produced in-house)
Civic Hosting - Guests of the Head of Council or Chief Executive Officer – for example, overseas delegations	Commemorative Brimbank City Council item (e.g. commemorative plate) value up to $300 per group
Hosts of Brimbank Councillors or Council officer delegations (representing Council on official Council business)	Council marketing items as appropriate and available(e.g. boxed Brimbank pen or Brimbank pin)
Volunteers who make a significant contribution to a Council-run event/ initiative	Certificate
Civic Award recipients, for example, Australia Day Awards, We are Brimbank Awards	Trophy Up to the value of $150 and flowers up to a value of approximately $100
Civic condolences/congratulations	Flowers up to the value of $100
Commemorations for key events, for example, ANZAC Day, Armistice day	One floral wreath per occasion/site to the value of approximately $300, or such greater value approved by a Director
New Citizens – citizenship ceremonies	Sapling tree to the value of approximately $3 each Commemorative Brimbank Coin to the value of approximately $6 each

5.4 Ceremonial Gifts

- **5.4.1** The giving of Ceremonial Gifts as an official Gift or token of respect or appreciation is a common cultural practice of communities and organisations, both within Australia or internationally.
- **5.4.2** Council may occasionally receive a Ceremonial Gift from an official delegate or representative from another organisation, for the purpose of acknowledging, establishing, and/or strengthening a relationship with Council.

- **5.4.3** A Ceremonial Gift is the property of Council, irrespective of value. The Councillor meeting with the official delegate or representative is responsible for providing the ceremonial Gift to a member of the Governance Department, who will arrange for the Gift to be recorded in Council's Civic Collection and arrange for it be stored/displayed, as appropriate.

5.5 Anonymous gifts

Section 137 of the Act states that a Councillor should not accept a gift that exceeds the Gift Disclosure Threshold, unless they know the name and address of the person giving the gift, or if they are given the name and address at the time of the gift and reasonably believe it to be true. If the Councillor does not know the giver's name and address, they are not in breach if they give the gift to the Council within 30 days of receiving it.

5.6 Conflicts of Interest

- **5.5.1** The Act provides that a Councillor has a material conflict of interest in respect of a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter.
- **5.5.2** An affected person includes a person from whom the Councillor has received a Disclosable Gift.
- **5.5.3** Each Councillor will:
    - comply with the conflict of interest provisions in the Act, Code and Governance Rules, including, without limitation, the provisions with respect to material conflicts of interest arising out of the receipt of a Disclosable Gift; and
    - review the requirements of the Act to ensure they comply with their personal legal obligation to comply with the requirements of the Act, including the requirements in relation to conflicts of interest in the Act.

6 ROLES AND RESPONSIBILITIES

6.1 Councillors

Councillors are responsible for:

- Complying with the General Obligations in the Councillor Gifts Policy
- Completing a Declaration of Gift / Benefit/ Hospitality Form

6.2 Executive Management Team / Audit and Risk Committee / Council

The Executive Management Team, Audit and Risk Committee and Council are responsible for:

- Quarterly review of Gift Register

6.3 Governance

Governance is responsible for:

- Upon being provided with a completed declaration form, the Governance Department will enter the details in the form into the Councilors' Gifts, Benefits, and Hospitality Register (Gift Register). For avoidance of doubt, all declared offers of Gifts, Benefits and Hospitality will be recorded in the Gift Register.

- Reporting the Gift Register to Council's Executive Management Team, and Audit and Risk Committee on a quarterly basis and to Council in the monthly Governance Report.
- Making the Gift Register available upon request to facilitate public awareness of the availability of Council information, in a format that is understandable and accessible to members of the municipal community in accordance with the Public Transparency Policy.

7 OWNERSHIP

Responsible Director: Director, People, Partnerships and Performance

Responsible Officer: Manager, Governance and Risk

Directorate: People, Partnerships and Performance

Unit: Governance and Risk

8 REVIEW AND COMMUNITY CONSULTATION

8.1 Consultation

Council will ensure that the community are consulted in the formation and the review of this policy in accordance with the Community Engagement Principles in section 55 of the Local Government Act 2020 and Council's Community Engagement Policy.

8.2 Review

A review of this Policy will be completed on no less than a biennial basis. More frequent reviews may occur due to changes in the legislative and regulatory framework or on request by Council.

9 RELATED POLICIES & LEGISLATION

- *Local Government Act 2020*
- *Local Government (Governance and Integrity) Regulations 2020*
- Council Officer Gifts, Benefits and Hospitality Policy
- Councillor Code of Conduct 2021

10 APPROVAL

Approved by:

Date:

INTERNAL USE ONLY

Version	Version notes	Adopted	Next Review
1	New Policy	10/06/2015	10/06/2016
2	Review	2/11/2016	2/11/18
3	Review (Local Government Act 2020)	20/04/2021	20/04/2023
4	Review	5/02/2024	5/2/2026

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).

Governance Principles

In developing the Councillor Gifts Policy, Council has considered and given effect to the overarching governance principles, as summarised below:

	Governance Principle	Considerations
(a)	Compliance with the law	All relevant legal requirements have been considered in developing the Policy. In particular, and without limitation, the Policy complies with the requirements in Part 6 of the Act, the public transparency principles at section 58 of the Act, and the *Local Government (Governance and Integrity) Regulations 2020*.
(b)	Achieve best outcomes for the community	Refer to the comments under (i) below.
(c)	Promote the sustainability of the municipality	Refer to the comments under (i) below.
(d)	Engage the community in strategic planning and decision making	In developing the Policy, Council undertook a community consultation process, in accordance with Council's Community Engagement Policy. Council will ensure that the community are consulted in the review of the Policy in accordance with the Community Engagement Principles in section 55 of the Act and Council's Community Engagement 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	In developing the Policy, Council considered the Victorian State Government's "Model policies for agencies and boards: Gifts, benefits and hospitality".
(g)	Secure the ongoing financial viability of Council	Not applicable for the Policy.

(h)	Strategic planning and decision making must take into account plans and policies in operation	Not applicable for the Policy.
(i)	Council decisions, actions and information must be transparent	The Policy: • relates to the systems and processes by which offers of gifts and hospitality to Councillors are recorded, addressed, and reported to the municipal community, to promote the transparency of Council's decisions, actions, and information; • has met all of the relevant requirements of transparency within Council's management and decision making processes.

Appendix A - Declaration of Gift / Benefit/ Hospitality Form

What are you declaring?	An offer of: ☐Gift ☐ Benefit ☐ Hospitality
Name of Councillor	
Name of Offeror	
Description of Gift, Benefit, or Hospitality offered.	
Assessment of Demonstrable Benefit to Council (if offer was accepted)	
Total Value	
Date of Offer	

Declaration

I declare that:

a) The information I have provided in this form, is true and correct.

b) I have read and understood the Councillor Gifts Policy.

c) I agree that I am aware that in accordance with the Standards of Conduct in the Local Government (Governance and Integrity) Regulations 2020, a 'Councillor must ensure that their behaviour does not bring discredit upon the Council and is fit to conscientiously perform the role of a Councillor when acting in that capacity or purporting to act in that capacity'.

d) I agree that non-compliance with this policy may bring discredit upon the Council and compromise my ability to conscientiously perform the role of a Councillor.

e) I agree that I have declared and will continue to declare any Conflict of Interest that may arise in accordance with the Local Government Act 2020.

f) I understand that compliance with the Councillor Gifts Policy is my personal responsibility as a Councillor, and acknowledge that it is not the responsibility of any Council Officer to monitor my compliance with this Policy.

Signed Councillor_____ **Date** _____



Brimbank City Council

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Email info@brimbank.vic.gov.au
Post PO Box 70, Sunshine, VIC 3020

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www.brimbank.vic.gov.au

Live Streaming of Council Meetings Policy

June 2024

Attachment 13.3.3

DRAFT

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 POLICY PURPOSE

Brimbank City Council (Council) is committed to improving community engagement and transparency in Council decision making processes in accordance with the public transparency principles set out in the *Local Government Act 2020* (the Act) and Council's Public Transparency Policy.

It is anticipated that the live streaming of Council Meetings will provide greater flexibility and convenient access for the community to Council's decision-making process. This will be further enhanced by the subsequent publishing of the recordings of meetings on Council's website and/or Council's Social Media Channels.

In addition, Council will comply with the requirements set out in Ministerial Guidelines, Regulations or Act when Council is impacted by health directions or restrictions.

2 POLICY SCOPE

This Policy applies to all Council Meetings as defined by section 61(1) of the Act.

3 COUNCIL'S COMMITMENT TO LIVE STREAM

Council will live stream Council Meetings and publish the recording of the meetings on Council's YouTube and/or Council's Social Media Channels after the meetings, subject to the technical disclaimer in section 7(3) of this Policy.

4 SPECIFIC REQUIREMENTS

4.1 Notice of meetings

Notice of the meeting will be given on Council's website and/or Council's social media channels (Appendix 1) and printed in the agenda of a Council Meeting (Appendix 2). Council's website will also display a Privacy Collection Statement with regards to Council Meetings (Appendix 3).

4.2 Signage about live streaming

Where a meeting is live streamed and/or recorded, appropriate signage will be placed at the entrance of the meeting location, notifying all attendees that the meeting will be live streamed and/or recorded. Council does not record members of the public during a Council Meeting. Cameras will be positioned so that the public gallery is not visible.

4.3 Privacy of members of the public

Although all care will be taken to maintain the privacy of members of the public, there is a possibility of incidental capture of members of the public during the meeting and Council provides no assurance to people present in the public gallery that their image or voice will not be incidentally live streamed or recorded.

4.4 Camera positioning

Standard camera positioning will provide visual and audio recording of all Councillors present at a meeting in Chamber. The camera will focus on Councillors who are speaking where practicable.

4.5 Chair Statement permitting live streaming

At the commencement of a meeting, the Chair will read a statement (Appendix 4) informing all attendees that the Chair has granted permission for the meeting to be live streamed and/or

recorded (which may include publishing on Council's website and/or YouTube Channel).

4.6 Who may operate equipment

Unless given permission by the Chair, no other person may operate any audio or visual recording equipment at any Council Meeting.

4.7 Confidential items

Where Council has designated an item confidential in accordance with section 3(1) of the Act, Council deliberations in regards to that item will be closed to the public and will not be live streamed. If the Chamber is open, the public will be asked to leave the Chamber while the item is considered by Council and will be advised that live streaming of the meeting will be on hold while the item is considered. Once the matter is finalised, the meeting will be reopened to the public and the live stream will continue.

5 LIVE STREAMING OF A COUNCIL MEETING THAT IS OPEN TO THE PUBLIC VIA ELECTRONIC MEANS ONLY

5.1 Closed meetings

Section 66 of the Act provides detail about when Council meetings are to be open to the public or when circumstances allow for them to be closed.

5.2 Notice of closed meetings

Where the Chief Executive Officer has determined that the Council Chamber will be closed to the public for any Council Meeting, they will provide notice on Council's website and Council's social media channels (Appendix 1) and printed in the agenda of a Council Meeting (Appendix 2).

5.3 Confidential items

Where Council has designated an item confidential in accordance with section 3(1) of the Act, Council deliberations in regard to that item will be closed to the public and will not be live streamed. Members of the public will be advised that the live stream of the meeting will be on hold while the item is considered. Once the matter is finalised, the live stream will continue.

6 RESPONSIBILITIES OF COUNCILLORS AND STAFF

6.1 Councillors

When attending a Council Meeting (including by remote attendance), Councillors will act in accordance with the Councillor Code of Conduct and Brimbank Council's Governance Rules and make Councillors must make every effort to avoid statements or actions that may put themselves or Council at legal, financial or reputational risk. Councillors are solely responsible for their own comments made during a Council Meeting.

6.2 Staff

When attending a Council Meeting (including a meeting considered open to the public by virtue of being live streamed on Council's website), Council staff will act in accordance with the Staff Code of Conduct and Brimbank Council's Governance Rules, and make every effort to avoid statements or actions that may put themselves or Council at legal, financial or reputational risk.

7 USE OF TECHNOLOGY FOR LIVE STREAMING OF MEETINGS

7.1 Technology determination

The Chief Executive Officer will determine what technology will be used to ensure Council complies with this Policy.

7.2 Live Streaming and Recording of meetings

Council ensure meetings are live streamed unless circumstances specified in section 66 of the Act apply and will exert all reasonable efforts to ensure recordings are published after the meetings in accordance with this Policy. In the event that live streaming and recording of a meeting is unavailable or disrupted, the meeting will not be deferred for that reason, provided public access to the meeting is available. Where public access is not available (for example where a meeting is closed to the public due to disruption from the public gallery) and live streaming and recording is not available, then the meeting may be deferred.

7.3 Disclaimer for Potential Technical Issues

Council acknowledges that due to potential technical issues, streaming and/or publishing recordings of meetings may not be available, or disrupted or delayed. Council cannot be held responsible or liable for the live stream or a published recording of a meeting being temporarily unavailable, disrupted or delayed due to technical issues beyond Council's control.

7.4 Notification and Rectification of Technical Issues

If streaming or accessing a recording of a meeting is unavailable, disrupted or delayed, Council will notify the public on its social media channels and/or website, attempt to rectify the issue as soon as possible and inform the public when the issue has been rectified.

7.5 Publishing of Meeting Records

All reasonable efforts will be made to ensure that a recording of the live stream will be published on Council's website within five business days of the meeting.

7.6 Records Management of Council Meetings

All recordings of Council Meetings will be maintained in accordance with Council's Records Management Policy and related procedures.

8 NO RELIANCE ON THE LIVE STREAMING OR RECORDING OF COUNCIL MEETINGS

8.1 Disclaimer of Council Opinions

The opinions or statements made during the course of a Council Meeting are those of the particular individuals, and not necessarily the opinions and statements of Council. Council does not necessarily endorse or support the views, opinions, standards or information contained in the live streaming or recording of the meeting.

8.2 Limitation of Liability for Council Meeting Material

Council does not warrant or represent that the material or statements made during a Council Meeting are complete, reliable, accurate or free from error. Council does not accept any responsibility or liability for any loss, damage, cost or expense that a person might incur as a result of the viewing, using or relying on information or statements provided in the live streaming or recording of a Council Meeting.

9 TRANSCRIBING AND TRANSLATION OF COUNCIL MEETINGS

9.1 Public Request for Transcribing and Translation

Members of the public can request the transcribing and translation of the recordings of a Council Meeting to a community language.

9.2 Council Arrangement for Transcribing and Translation

Council will arrange the transcription and/or translation of the recordings of a Council Meeting upon request in accordance Council's Public Transparency Policy.

10 PRIVACY BREACH

Allegations of privacy breaches resulting from unauthorised access to, or collection, use or disclosure of personal information in live streamed and recorded Council Meetings will be handled in accordance with the *Privacy and Data Protection Act 2014*.

11 COMMUNITY CONSULTATION

Council will ensure that the community are consulted in the formation and the review of this policy in accordance with the Community Engagement Principles in section 55 of the Act and Council's Community Engagement Policy.

12 REVIEW

A review of this Policy will be completed on no less than an annual basis. More frequent reviews may occur due to changes in the legislative and regulatory framework or on request by Council.

13 POLICY OWNERSHIP

Responsible Director: Director, People, Partnerships and Performance

Responsible Officer: Manager, Governance and Risk

Directorate: People, Partnerships and Performance

14 APPROVAL

Approved by:

Date:

15 RELATED POLICIES & LEGISLATION

- Brimbank Governance Rules
- *Privacy and Data Protection Act 2014*

APPENDIX 1 – NOTICE ON COUNCIL'S WEBSITE AND/OR COUNCIL'S SOCIAL MEDIA CHANNELS

The following is an example of a notice on Council's website and/or Council's social media channels with regards to Council Meetings:

This public meeting will be live streamed and made available on Council's website and/or Brimbank City Council's YouTube Channel after the meeting. What you say at this meeting may be streamed, recorded and published.

All care will be taken to maintain the privacy of members of the public gallery. As a member of public gallery, however, your presence and what you say may be recorded. By remaining in the public gallery it is implied that you give consent to your image and what you say being broadcast and recorded.

Everyone at this meeting is personally responsible for what they say. You may be personally liable at law for what you say, including any action brought by another person for a breach of any relevant law including defamation, discrimination and privacy.

The opinions or statements made during the course of this meeting are those of the particular individuals, and not necessarily the opinions and statements of Council. Council does not necessarily endorse or support the views, opinions, standards or information contained in the live streaming or recording of the meeting.

For further information, please view the Live Streaming of Council Meetings Policy on Council's website.

APPENDIX 2 – AGENDA NOTICE

The following is an example of the statement to be included in the agenda of a Council Meeting:

> This public meeting will be live streamed and made available on Council's website and/or Brimbank City Council's YouTube Channel after the meeting. What you say at this meeting may be live streamed, recorded and published.
>
> All care will be taken to maintain the privacy of members of the public gallery. As a member of public gallery, however, your presence and what you say may be live streamed and recorded. By remaining in the public gallery, it is implied that you give consent to your image and what you say being live streamed and recorded.
>
> Everyone at this meeting is personally responsible for what they say here and do here. You may be personally liable at law for what you do and say, including any action brought by another person for a breach of any relevant law including defamation, discrimination and privacy.
>
> A copy of the Live Streaming of Council Meetings Policy is available on Council's website.

APPENDIX 3 – COUNCIL WEBSITE'S PRIVACY COLLECTION STATEMENT

The following is an example of the Privacy Collection Statement to be included on Council's website with regards to Council Meetings:

Privacy Collection Statement – Live Streaming and Recording of Council Meetings

Brimbank City Council's Council Meetings are live streamed and made available on the internet via Council's YouTube Channel after the meeting for the public's future reference.

The meeting recordings will be retained on Council's website for no less than five years.

Live streaming allows you to watch and listen to the meeting from any media device with an internet connection in real time, giving you greater access to Council decision-making and debate. Overall, the live streaming of Council Meetings is intended to provide greater flexibility for the community to access Council Meetings.

Every care is taken to maintain privacy and the cameras filming the meeting are focussed on the Mayor and Councillors. Any person who walks behind or in front of a Councillor's seat may be filmed and recorded in the footage. Comments made by members of the public from the gallery may also be live streamed and recorded.

A copy of the Live Streaming of Council Meetings Policy is available on Council's website.

APPENDIX 4 – CHAIR'S STATEMENT AT MEETING

The following is an example of the statement to be read by the Chair at the commencement of a Council Meeting:

> This public meeting will be live streamed and made available on the internet via Brimbank City Council's YouTube Channel after the meeting. What you say at this meeting may be live streamed, recorded and published.
>
> All care will be taken to maintain the privacy of members of the public gallery. As a member of the public gallery, your presence and what you say may be live streamed and recorded. By remaining in the public gallery, it is implied that you give consent to your image and what you say being live streamed and recorded.
>
> Everyone at this meeting is personally responsible for what they say here and do here. You may be personally liable at law for what you do and say, including any action brought by another person for a breach of any relevant law including defamation, discrimination and privacy.
>
> A copy of the Live Streaming of Council Meetings Policy is available on Council's website.

LOCAL GOVERNMENT ACT 2020 COMPLIANCE STATEMENT

Section 9(1) of the Local Government Act 2020 (the 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).

In developing the Live Streaming of Council Meetings Policy, Council has considered and given effect to the overarching governance principles, as summarised below:

	Governance Principle	Considerations
(a)	Compliance with the law	All relevant legal requirements have been considered in developing the Policy. In particular, and without limitation, the Policy complies with the requirements in Division 2 of Part 3 and Part 6 of *the Act*.
(b)	Achieve best outcomes for the community	Refer to the comments under (i) below
(c)	Promote the sustainability of the municipality	Not applicable for the Policy.
(d)	Engage the community in strategic planning and decision making	In developing the Policy, Council undertook a community consultation process, in accordance with Council's Community Engagement Policy. Council will ensure that the community are consulted in the review of the Policy in accordance with the Community Engagement Principles in section 55 of *the Act* and Council's Community Engagement Policy.
(e)	Strive for innovation and continuous improvement	The Policy sets out requirements and processes for live streaming and publishing recordings of Council Meetings which utilised the modern multimedia technology in providing new access to the community to Council decision making processes. Council will review the Policy on a no less than annual 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	Not applicable for the Policy.
(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	The Policy sets out requirements and

	information must be transparent	processes for live streaming and publishing recordings of Council Meetings which will provide greater flexibility and convenient access for the community to Council decision making processes without requiring physical attendance. The live streaming of the meetings is particularly essential to the transparency in Council decision making processes where physical attendance at those meetings is restricted due to COVID-19 pandemic in accordance with the public health directions.

INTERNAL USE ONLY

Revision	Reason for amendment	Adopted	Next Review
1	New policy	16/10/2018	16/3/2021
2	Review after Pilot	18/02/2020	19/02/2022
3	Review	21/09/2021	21/09/2022
4	Review	5/02/2024	5/02/2026



Brimbank City Council

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Public Transparency Policy

June 2024

DRAFT

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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DRAFT

1 POLICY PURPOSE

Brimbank City Council (Council) is required by section 57 of the *Local Government Act 2020* (the Act) to have a public transparency policy in place.

The purpose of Council's Public Transparency Policy is to promote openness and transparency in Council decision-making and to ensure that the public is well-informed and able to participate in these processes.

Greater transparency in Council's decision-making processes serves several important purposes:

- **Accountability and Trust**: By making information about how Council manages public resources readily available, transparency promotes accountability and fosters public trust.
- **Information and Participation:** Transparency allows residents and stakeholders to stay informed about Council decisions, policies, and projects, empowering them to participate in the decision-making process.
- **Community Engagement and Trust:** By providing more opportunities for residents and stakeholders to engage in discussions, express their opinions, and contribute to local decision-making processes, transparency helps build community engagement and trust.
- **Enhanced Decision Making:** Involving diverse community perspectives in decision making leads to more comprehensive and thoughtful outcomes.
- **Compliance:** Transparency ensures compliance with laws and regulations, reducing the likelihood of legal issues and potential conflicts.

2 POLICY SCOPE

2.1 This policy applies to

Councillors, including the Mayor and Deputy Mayor, and staff of the Council.

2.2 This policy does not cover

Council information that not appropriate to be publicly availability because it is protected by privacy, confidentiality, legal privilege or otherwise contrary to the public interest.

3 DEFINITIONS

For the purposes of this policy, Council adopts the following definitions:

Term	Definition
Closed Meetings	When Council resolves to close the meeting to the general public
Consultation	The process of seeking input on a matter
Public Participation	Public participation involves various levels of engagement, including informing the public about government activities, providing timely and

	relevant information to facilitate participation, delegating decision-making power to the public, and engaging in community activities that promote the common good.
Stakeholder	An individual or group with a strong interest in the decisions of Council and are directly impacted by their outcomes.
Transparency	Transparency is the principle of having no hidden agendas or conditions. It involves providing all the necessary information to facilitate collaboration, cooperation, and effective, well-informed decision-making.

4 STATEMENT OF POLICY PRINCIPLES

4.1 Public Transparency Principles

The objective of this policy is to give effect to the following Public Transparency Principles outlined in section 58 of the Act —

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

b) Council information must be publicly available unless—

   (i) the information is confidential by virtue of this Act or any other Act; or

   (ii) public availability of the information would be contrary to the public interest.

c) Council information must be understandable and accessible to members of the municipal community.

d) Public awareness of the availability of Council information must be facilitated.

5 SPECIFIC REQUIREMENTS

5.1 Decision Making at Council Meetings

Council must make decisions in accordance with its obligations under law, rules and adopted policy.

5.2 Requirements for Decisions at Council Meetings

Council must ensure that decisions made at Council Meetings are:

a) Undertaken in accordance with the Act, Regulations and the Governance Rules.

b) Conducted in an open and transparent forum, unless in accordance with the provisions in the Act and Governance Rules.

c) Informed through community engagement, in accordance with the Community Engagement Principles and the Community Engagement Policy.

d) Made fairly and on the merits, and where any person whose rights will be directly affected by a decision of the Council, that person will be entitled to communicate their views and have their interests considered, in accordance with the law.

5.3 Records of Council Meetings

Council must display records of its meetings in accordance with its Governance Rules and Live Streaming of Council Meetings Policy. The public will be able to access the minutes and video recordings of meetings.

5.4 Specifying the legal basis for closed Council Meetings

Where Council closes a meeting to the public, or closes part of a meeting to the public, on the grounds that an item is confidential, it will specify the legal basis upon which the meeting is closed in accordance with the Act. The Minutes will also show the basis on which the meeting is closed.

5.5 Resolutions at Closed Council Meetings

Decisions made in closed council, depending upon their nature, may then be reported in the minutes at the discretion of Council.

5.6 Publishing agenda prior to Council Meetings

Council will publish an agenda prior to the Council meeting, ensuring that the municipality may ask a public question in accordance with its Governance Rules, about items that will be considered at that meeting.

6 COUNCIL INFORMATION

6.1 Availability

Council ensures that information is made available on the Council website, open data, at Council offices, or by request.

6.2 Accessibility

Council seeks to ensure that its communications are able to be understood by the municipality. For this reasons Council Officers are required to draft their reports in plain English and avoid technical language where possible.

6.3 Inclusivity

Brimbank is an inclusive community and Council will seek to provide information to the community in a way suitable to their needs, this includes translation services and providing information in other forms.

6.4 Community feedback

Council is under statutory obligations to seek community feedback on relevant items. A Community Engagement Policy is also a mandatory requirement for Councils and sets outs out Council's commitment to letting the Community know about Council's decision making.

6.5 Publication

Council's media team will facilitate the publication of Council Information on its website, social media channels, local newspapers or by public display on Council land.

7 COUNCIL RECORDS THAT ARE MADE PUBLIC

7.1 Accessing Council publications

Council publishes a range of newsletters, reports and handbooks for residents, businesses and visitors to Council. These publications can be downloaded from Council's website or by calling Council for a copy. Some of these publications are also available at Council's Libraries.

8 COUNCIL RECORDS THAT MAY BE AVAILABLE ON REQUEST

8.1 Accessing information under Freedom of Information

Some Council information will not be published but can be requested from Council. It may be required by Council to make a formal Freedom of Information application.

The *Freedom of Information Act 1982* (FOI Act) gives a right of access to documents held by Council. Council is committed to, where possible, proactive and informal release of information in accordance with the Freedom of Information Professional Standards issued by the Victorian Information Commissioner.

8.2 How Council will respond to requests for information

Council will respond to requests for information in accordance with the Act, the FOI Act, and this policy. Consideration will be given to accessibility and cultural requirements under the *Charter of Human Rights and Responsibilities Act 2006*.

8.3 Statement of information held by Council

A list of available information is provided in the FOI Act Part II Statement (Statement) published on Council's website. This Statement requires government agencies and local councils to publish statements about the type of information they hold to assist members of the public in accessing information.

8.4 Council publications generally availbale

The Council will make the following records available on Council's website or upon request:

- Council meeting agendas
- Reporting to Council
- Minutes of Council meetings
- Reporting from Advisory Committees to Council through reporting to Council
- Audit and Risk Committee Performance Reporting
- Terms of reference or charters for Advisory Committees
- Registers of travel undertaken by Councillors or Council Staff
- Registers of Conflicts of Interest disclosed by Councillors or Council Staff
- Submissions made by Council
- Registers of donations and grants made by Council
- Registers of leases entered into by Council, as lessor and lessee
- Register of Delegations
- Register of Authorised officers
- Register of Election campaign donations
- Summary of Personal Interests
- Any other Registers, Policies, Processes or Records required to be made public by legislation.

8.5 Other forms of information that may be requested

Other forms of information that Council creates that may be available upon request include:

a) Documents such as:
   - Plans and Reports adopted by Council
   - Policies
   - Project and service plans
   - Grant application, tenders and tender evaluation material

- Service agreements, contracts, leases and licenses
- Council leases, permits and notices of building and occupancy
- Relevant technical reports and / or research that informs decision making.

b) Process information such as:

- Practice notes and operating procedures
- Application processes for approvals, permits, grants, access to Council services
- Decision making processes
- Guidelines and manuals
- Community engagement processes
- Complaints handling processes.

If a member of the community is unable to locate the desired information, they can contact Council directly for assistance. It is possible that Council can provide them with the requested information without the need for a formal freedom of information request.

9 CONFIDENTIALITY

Some Council information may not be made publicly available, this includes information that the Council considers confidential.

"Confidential information" is defined in section 3 of the Act and includes the types of information listed in the following table.

Table 1. Types of confidential information

Type	Description
Council business information	Information that would prejudice the Council's position in commercial negotiations if prematurely released.
Security information	Information that is likely to endanger the security of Council property or the safety of any person if released.
Land use planning information	Information that is likely to encourage speculation in land values if prematurely released.
Law enforcement information	Information which would be reasonably likely to prejudice the investigation into an alleged breach of the law or the fair trial or hearing of any person if released.
Legal privileged information	Information to which legal professional privilege or client legal privilege applies.
Personal information	Information which would result in the unreasonable disclosure of information about any person or their personal affairs if released.
Private commercial information	Information provided by a business, commercial or financial undertaking that relates to trade secrets or that would unreasonably expose the business, commercial or financial undertaking to disadvantage if released.

Confidential meeting information	Records of a Council and delegated committee meetings that are closed to the public to consider confidential information.
Internal arbitration information	Confidential information relating internal arbitration about an alleged breach of the Councillor code of conduct.
Councillor Conduct Panel confidential information	Confidential information relating to a Councillor Conduct Panel matter
Confidential information under the 1989 Act or Local Government Act 2020	Information that was confidential information for the purposes of section 77 of the *Local Government Act 1989* or as defined in the *Local Government Act 2020*.

10 REVIEW OF DECISIONS ABOUT RELEASE OF INFORMAITON

If a member of the community disagrees with a decision about the release of information, this should be raised directly with the officer handling the matter at first instance. If this does not resolve the issue, the concern may be reported to the Legal and Privacy Officer.

If the concern remains unresolved the matter may then be raised directly with the Victorian Ombudsman's office on 1800 806 314 or via the website www.ombudsman.vic.gov.au.

11 ROLES AND RESPONSIBILITIES

11.1 Council

Council is responsible for:

- Championing the commitment and principles for public transparency through leadership, modelling practice and decision-making.

11.2 Chief Executive Officer

The CEO is responsible for:

- Champion behaviours that foster transparency and drive the principles through policy, process and leadership.
- Monitor implementation of this policy.

11.3 Executive Management Team

The EMT is responsible for:

- Manage areas of responsibility to ensure public transparency, good governance and community engagement is consistent with this policy.

11.4 Manager Governance and Risk

The Manager Governance and Risk is responsible for:

- Monitoring implementation of this policy and conducting periodic reviews to drive continuous improvement.

11.5 All Staff

Public transparency is the responsibility of all employees as appropriate to their role and function.

11.6 Chief Executive Officer

The CEO is responsible for:

- Champion behaviours that foster transparency and drive the principles through policy, process and leadership.
- Monitor implementation of this policy.

12 NON-COMPLIANCE WITH THIS POLICY

If a member of the community wishes to question a decision about the release of information, this should be raised directly with the officer handling the matter in the first instance. If the request is not resolved, this can be reported to the Senior Freedom of Information and Privacy Officer.

Unresolved concerns about release of information can then be raised directly with the Office of the Victorian Information Commissioner on 1300 006 842 or by email enquiries@ovic.vic.gov.au.

13 MONITORING, EVALUATION AND REVIEW

Council commits to monitoring processes to understand the success of implementation of this policy.

A periodic review of this policy will be undertaken in line with Council's Policy Management Framework to ensure any changes required to strengthen or update the policy are made in a timely manner.

14 POLICY OWNERSHIP

Responsible Director: Director, People, Partnerships and Performance

Responsible Officer: Manager, Governance and Risk

Directorate: People, Partnerships and Performance

Unit: Governance and Risk

15 APPROVAL

Approved by:

Date:

16 RELATED POLICIES & LEGISLATION

- *Local Government Act 2020*
- *Freedom of Information Act 1982*
- *Privacy and Data Protection Act 2014*
- *Charter of Human Rights and Responsibilities Act 2006*
- *Equal Opportunity Act 2010*
- Freedom of Information Operational Policy
- Information Privacy and Health Records Policy

INTERNAL USE ONLY

Version	Version notes	Adopted	Review
1	New Policy	10/06/2015	10/06/2016
2	Review	2/11/2016	2/11/18
3	Review (Local Government Act 2020)	20/04/2021	20/04/2023
4	Review	5/02/2024	5/2/2026
5			

Local Government Act 2020 Compliance Statement

Section 9(1) of the *Local Government Act 2020* (the 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)**.

Governance Principles

In developing the Public Transparency Policy, Council has considered and given effect to the overarching governance principles, as summarised below:

	Governance Principle	Considerations
(a)	Compliance with the law	All relevant legal requirements have been considered in developing the Policy. In particular, and without limitation, the Policy complies with the requirements in Part 6 of the Act, the public transparency principles at section 58 of the Act, and the *Local Government (Governance and Integrity) Regulations 2020*.
(b)	Achieve best outcomes for the community	The Policy achieves better outcomes by promoting accountability and openness and allowing the community to have access information and opportunities to provide feedback and participate in decision-making.
(c)	Promote the sustainability of the municipality	Not applicable for the Policy.
(d)	Engage the community in strategic planning and decision making	In developing the Policy, Council undertook a community consultation process, in accordance with Council's Community Engagement Policy. Council will ensure that the community are consulted in the review of the Policy in accordance with the Community Engagement Principles in section 55 of the Act and Council's Community Engagement 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	In developing the Policy, Council considered the Office of the Victorian Information Commissioner's *Framework for Releasing Council Information Proactively and informally under the Local Government Act 2020 (Vic) and the Freedom of Information Act 1982 (Vic).*
(g)	Secure the ongoing financial viability of Council	Not applicable for the Policy.
(h)	Strategic planning and decision making must take into account plans and policies in operation	Not applicable for the Policy.
(i)	Council decisions, actions and information must be transparent	The purpose and intent of this Policy is to promote openness and transparency.

Brimbank City Council

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Post PO Box 70, Sunshine, VIC 3020

Hearing or speech impaired?

- TTY dial 133 677
- Speak & Listen 1300 555 727
- www.relayservice.gov.au, then enter 03 9249 4000

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Interpreter 131 450
Local call costs apply

www.brimbank.vic.gov.au

Councillor Support Policy

June 2024

DRAFT

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. SCOPE AND PRINCIPLES

1.1 Purpose

Significant demands and expectations are placed on the Mayor and Councillors of Brimbank City Council (Council) in carrying out their civic and statutory functions. This policy provides an overview of how the Council can provide assistance and support to the Mayor and Councillors when conducting council business. The policy recognises the support Councillors require to serve, engage and act in the best interests of the community.

The allowance paid to Councillors is set by the State Government. The current allowance rates can be found at www.vic.gov.au/allowances-mayors-deputy-mayors-and-councillors. Section 42 of Local Government Act 2020 (the Act) requires a Council to make available minimum resources and facilities for the Mayor and Councillors.

Councillors and members of delegated committees are entitled, under section 40 and 41 of the Act, to reimbursement of bona fide expenses reasonably incurred in the performance of their duties. This policy ensures that the reimbursement of these expenses is in accordance with the Act and meets the Act's principles of public transparency; achieving the best outcomes for the municipal community; and ensuring the ongoing financial viability of the council.

The cost of allowances and reimbursed expenses paid to Councillors, together with the costs of related services and resources, are managed as part of Council's annual budget process and publicly reported in compliance with the Act and this Policy.

Councillors should put in place processes for documenting their claimable expenses. They should also seek their own financial and taxation advice.

1.2 Scope

The Councillor Support Policy (Policy) supports, and is incorporated by reference in, the Councillor Code of Conduct (Code). This Policy applies to a Councillor of Council. For the purposes of this Policy, the term 'Councillors' includes the Mayor, the Deputy Mayor and all other Councillors of Council.

This policy should be read in conjunction with the current version of the Conduct During Election Period Policy.

1.3 Principles

The general principles underpinning the Policy are:

1. Councillor support expenses are those bona fide costs necessarily incurred by Councillors (out-of-pocket) or on behalf of Councillors, in conducting their official Council duties.
2. 'Official Council duties' are defined as a Councillor attending:
    - Ordinary and Special Council Meetings or Committees of Council
    - Formal briefing sessions and planning forums
    - Civic or ceremonial functions convened by the Council or presided over by the Mayor

- Meetings scheduled by the Council or the Mayor
- A meeting, function or other official role as a representative of the Council or Mayor, including meetings with residents and constituents
- Meetings of advisory or external committees, community groups, organisations and statutory authorities to which the Councillor has been appointed the Council delegate/representative
- Conferences, study tours/official visits (domestic and overseas), seminars and training sessions as a Councillor where attendance has been approved by Council or in accordance with this Policy. This includes travel to and from air, rail or other transport when embarking on interstate or international Council business.

3. The services and facilities provided are for use while conducting Council related business.
4. When claiming out-of-pocket expenses, tax receipts or supporting documentation must be provided to support claims.
5. Any costs incurred by a Councillor which are not covered specifically within the Policy will not be met, unless the Councillor has received prior authorisation from the Council or, by delegation, from the Chief Executive Officer.
6. Remuneration or fees offered to Councillors for participation in external activities in the capacity of Councillor should be paid to Council. This includes fees for presentations delivered at conferences and seminars. It also includes fees for positions on external boards, committees and organisations received by virtue of direct appointment by resolution of Council – excepting MAV, VLGA, and the Metro Waste Board. In circumstances where fees are offered for positions gained through a separate election or selection process conducted by an external organisation, a Councillor may retain the fees.

1.4 Policy Statement on Reporting Councillor Support Expenses

As part of Council's commitment to open and transparent activities and in accordance with the Act and the Public Transparency Policy, details of support expenses incurred by the Mayor and Councillors are subject to regular reporting.

Councillor expenses are reconciled and reported to Council's Audit and Risk Committee on a bi-annual basis and are made public via Council's website.

1.4.1 Councillor Expense Reports

Councillors will be provided with bi-annual reports on expenses that they have claimed which have been accepted by Council as directly attributable to their role as Councillor.

Councillors will generally be provided 3-5 days to review a report and seek clarification from Council where required, prior to the issuing of the Council Meeting agenda.

Councillors shall be given an opportunity to reimburse Council for any expenditure incurred on non-Council related business. Where a Councillor chooses to reimburse Council, reimbursement should occur by the end of the month of which the expense was incurred.

1.4.2 Publication of expenses

Councillor expenses will be presented to a Council Meeting on a bi-annual basis, and published on the Council website for the term of the Council. Expenses incurred as part of

interstate and international travel on behalf of Council will be recorded in the travel register.

1.4.3 Payment of Allowances

Section 39 of the Act provides for payment of annual allowances to the Mayor and Councillors, in accordance with a Determination of the Victorian Independent Remuneration Tribunal under the Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019 (section 23(a)); a Council must review and set the allowance amount within the category range within six (6) months of a general election.

Councillors will also be paid an amount equivalent to the superannuation guarantee, as published by the Minister for Local Government. In accordance with section 39 (5) of the Act, the Mayor and Councillors may elect to:

(a) receive the entire allowance to which they are entitled; or

(b) receive a specified part of the allowance to which they are entitled; or

(c) receive no allowance.

Council must review and set the allowance amount for the Mayor and Councillors, in accordance with the Act. Allowances are taxable income. Any personal taxation implications are the responsibility of the Councillor.

2. PROFESSIONAL DEVELOPMENT

2.1 Professional Development – Conferences, Courses and Training

Councillors have the opportunity to participate in professional development opportunities that will increase their skills and knowledge relevant to their duties of office, and improve their effective community representation and advocacy, especially in relation to their Portfolio responsibilities.

Professional development may include conferences, courses, and training - generally a one-off, occasional or short-term nature, and supported by a program, course material or invitation by organisers.

Council is required to make available for public inspection all details of overseas or interstate travel undertaken in an official capacity by Councillors (with the exception of interstate travel by land for less than 3 days), including name, dates, destination, purpose and total cost (including accommodation) to Council of the travel.

2.1.1 Induction

Councillors will be supported in their role through the provision of a comprehensive induction program arranged by the Chief Executive Officer. Section 32 of the Act requires a Councillor to complete induction training within 6 months after the day the Councillor takes the oath or affirmation of office.

2.1.2 Ongoing Development

Councillors can seek assistance from the Chief Executive Officer or delegate to analyse their particular requirements and identify appropriate professional development to meet their needs. The CEO/ Director will provide a response to the initial request within 14

business days, which may include a meeting to discuss individual needs.

Councillors may attend professional development opportunities that:

- Relate directly to the duties and responsibilities of the Councillor
- Relate to a Councillor's portfolio responsibilities
- Are organised by a Local Government peak body/association - MAV, VLGA, ALGA, ALGWA, etc.
- Are a governance and leadership course approved by the Chief Executive Officer, such as the Australian Institute of Company Directors (AICD) course
- All Councillors must undertake mid-term refresher training on Governance, Leadership and Integrity as approved by the Chief Executive Officer or in accordance with the Act or Regulations
- Are specific needs-based training approved by the Chief Executive Officer, including media, chairing, public speaking and social media use; and
- have 'demonstrable benefit' for the City of Brimbank:

2.1.2.1 Definition of Demonstrable Benefit

(a) Clearly apparent benefit to the City of Brimbank and its community

(b) Relates directly to the role of Council or a Councillor of Brimbank (under the Local Government Act)

(c) Clear link to achieving Council's key commitments under the current Council Plan

(d) Contributes to the development and skills of a Councillor, to perform their duties and responsibilities

(e) Relevant to Portfolio/Advisory Committee responsibilities and supports the role of a Portfolio Councillor/ Representative in developing their knowledge and advocating for Portfolio issues

(f) Unlikely to create the impression an attempt is being made to compromise the impartiality of the Councillor in relation to their decision-making (including planning applications, tenders, policy positions, community fund, budget process etc.)

Reasonable person test: If, before you became a Councillor, you read about this expense/attendance by a Councillor, would you think it was reasonable?

2.1.2.2 Courses Nearing End of Council Term

Any professional development courses undertaken by a Councillor should provide a demonstrable benefit to the Brimbank community. To reflect this commitment, all courses must be completed at least three months prior to the commencement of the election period for a general municipal election. For higher investment courses (more than $5,000), such as AICD, to ensure benefit to the community, Councillors will only be able to undertake these courses in the first three years of the Council term.

2.1.3 Support Expenses Covered

Council will pay the following expenses for Councillor attendance at professional development opportunities:

- Registration
- All meals for the duration of the Conference/Course within reasonable limits
- Payment for the conference dinner.
- Accommodation that is booked through Councillor Support team from the day prior to commencement of the conference/course and ending on the day where official sessions conclude, where the conference/course is held outside of metropolitan Melbourne.
- Wi-Fi costs
- Transportation to and from the conference/course that is related to the duties of office will be booked by Councillor Support. Transportation during the conference/course related to the duties of office may be booked by Councillor Support or reimbursed to the Councillor upon completion of a claim form with receipts attached. As appropriate, transport arranged will be by:
    - Aircraft – Economy Class (unless travel by business class is resolved by Council prior to travel)
    - Taxi
    - Private/Council vehicle (including car parking)
    - Train/bus – economy class
    - Hire car – up to standard 6 cylinder.
- Return transport will be covered, including if a Councillor stays for additional days at their own cost.

Council will not pay the following expenses for Councillor attendance at professional development opportunities:

- Any additional accommodation costs incurred as a result of the attendance of partners, children or other guests.
- Any additional meal costs incurred as a result of the attendance of partners, children or other guests.
- Charges for alcohol not consumed during a conference/course dinner where the ticket covers that cost.
- Minibar (excepting bottled water) and room phone charges will not be covered.

2.1.4 Attending conferences and seminars

Conferences and seminars are organised by local government related organisations, professional bodies and private sector providers on issues and events which impact on the role of Councillors and the City of Brimbank in general.

Requests for attendance at interstate or international conferences and events must be made in line with the interstate and international travel approval processes outlined in section 4.

2.1.4.1 Accompanying partners/guests

A partner or guest may accompany a Councillor to conferences, and conference-related events and functions. Events and functions will generally involve luncheons and evening activities and be of a nature where other attendees will be accompanied by partners. In situations where a Councillor wishes to invite one guest to a function or event, the cost and arrangements will covered by Council and reported as a Councillor expense (within the Councillor's personal development budget). Additional guests to a function or event, costs and arrangements will be paid by the Councillor (as a personal cost).

If a partner, spouse, companion or children wishes to accompany a Councillor in a private capacity, such accommodation is able to be booked through Councillor Support. Any additional costs incurred by the person accompanying the Councillor in a private capacity, including meals or additional accommodation, will not be funded by Council.

It is the responsibility of the Councillor to reimburse all private or personal costs to Council, within three months of the cost being invoiced. Failure to reimburse Council within this period will be considered a breach of the Code and will be reported in accordance with the Act.

2.1.4.2 Presenter at a conference

Councillors may receive invitations to speak at a conference in their capacity as a Councillor. In some cases, conference organisers may waive or cover registration fees for participation. This would be considered a gift or hospitality benefit, and appropriate reporting in line with this Policy and the Councillor Gifts, Benefits and Hospitality Policy will be required. The invitation to speak can only be accepted if it is in relation to primacy of the Mayor, then Deputy Mayor, and then Portfolio Councillor.

2.1.5 Planning sessions and workshops

Councillors will participate in Council planning and development sessions and workshops organised through the Chief Executive Officer. The costs of these sessions, and any associated accommodation, meals, and travel, will be paid for by Council.

2.1.6 Training courses and seminars

The Council strongly supports the enhancement of skills required by Councillors to assist in carrying out their role. This includes participating in a range of one-off or short-term training courses, seminars and activities in a variety of areas of professional and personal development. These may be provided internally or by professional bodies, private organisations and educational institutions.

Councillors wishing to undertake any training courses offered outside Victoria need to seek travel approval in accordance with requirements set out in section 4.

Professional or personal development needs which require or involve on-going, longer-term support, guidance or mentoring should first be discussed with the Chief Executive Officer or delegate who will assist Councillors in line with an agreed framework and process, including in accordance with 2.1.2.2. The Chief Executive Officer will inform all Councillors of implemented arrangements. Reporting will be in line with this Policy and the Public Transparency Policy

2.1.7 Memberships and subscriptions

Council will reimburse Councillors or directly pay membership and subscription fees to bodies and organisations whose activities are relevant to the role of Councillors. In seeking

membership or subscription, the Councillor will identify the link to Council business and how membership will assist in development or fulfilment of their role. Appropriateness will be determined by the CEO or delegate.

2.1.8 Requirements and Limits

A Councillor will discuss their desire to attend any interstate or overseas professional development with the Mayor and Chief Executive Officer, prior to any arrangements being made.

All overseas travel by a Councillor will require approval by resolution of Council at a meeting open to the public.

The total maximum annual expenditure for attendance at professional development opportunities, directly related to the Councillor role, is $7,000 (plus GST) per annum for Councillor, and $12,000 (plus GST) per annum for Mayor. Subject to budget funding, Councillors may exceed this annual limit to participate in the Australian Institute of Company Directors Course and other professional development opportunities if they are considered appropriate and received approval by the CEO. This expenditure includes registration, accommodation, and related travel and incidental expenses.

All registration, travel and accommodation arrangements and payment of costs will be organised by Councillor Support. Councillors will provide Councillor Support with a reconciliation (including receipts) of all expenditure incurred within 10 business days of return, for the statutory registers to be updated.

2.1.9 Accountability

Within two weeks of return from any interstate or overseas professional development opportunity, the Councillor will provide a written delegate's report for inclusion at the next practicable Ordinary Council Meeting.

Councillors undertaking higher investment courses such as AICD, will be required to sit the accreditation.

A Councillor who does not complete the accreditation will be required to refund the Council, unless exceptional circumstances exist as assessed by the Chief Executive Officer.

Training organised for all Councillors as part of the induction program or in-house development program, will not be required to be reported as part of expense reports.

All other professional development opportunities costs will be publically reported, in accordance with this Policy.

3. CIVIL REPRESENTATION & ENGAGEMENT

3.1 Events and Functions

Attendance at local events and functions is a key part of a Councillor's representative role.

Councillors will carefully consider if their attendance at an event or function truly relates to the duties of office, and whether community resources should be used to pay for their attendance.

Councillors are required to declare and avoid Conflicts of Interest and Misuse of Position in accordance with the Act, Governance Rules and the Councillor Code of Conduct.

Councillors will avoid conflicts of interest (or perceptions of) that may arise as a result of their attendance at events and functions, including the applicable gifts threshold.

Hospitality is a gift where a Councillor attends an event or function:

- From free tickets the Councillor received and they have no official duties to perform.
- With free membership.
- Where the hospitality is generous.
- Examples of hospitality that is not reasonable include:
  - serving of alcohol under any circumstances;
  - a 'fine dining" working meal at another organisation's premises or venue booked or hired by another organisation; or
- a free spot at an industry sports day.

Councillors will act in accordance with the Act, this Policy and the Councillor Gifts, Benefits and Hospitality Policy.

3.1.1 Events covered

If invited, Councillors will be supported to attend paid/non-paid events that:

- Are Council-organised or Council-sponsored
- Are held by councils, groups or organisations in the City of Brimbank or the Metropolitan Region and have a 'demonstrable benefit' to the local community, as defined at section 2.1.2.1
- Melbourne-based events hosted by key community partners/stakeholder organisations, departments or agencies, where an official invitation is received and the Councillor has been invited in an official capacity and attendance has been approved by resolution of Council or the Chief Executive Officer.
- Are not conflicting with any Council policies or resolutions, for example, gambling, and attendance can reasonably be seen to support the achievement of Council's objectives.
- Are a ticketed event for Councillors invited by written invitation to attend local fundraiser/charitable events, where event benefits the City of Brimbank directly.
- The cost of a Councillor's partner or guest will be covered by Council. The ticket may constitute an applicable gift under The Act for the Councillor if accepted free of charge.

The Chief Executive Officer, in consultation with the Mayor, will determine appropriate events for Council to purchase 'a table', if invited to do so. In principle, a table should be purchased only if 50 per cent or more of Councillors are able to attend.

3.1.2 Requirements

All event registration/ticket and payment for Councillors will be organised by Councillor Support. Council will only cover the cost of the ticket price, and any incidental expenses relating to transport, car parking or family care will be claimed as per section 10.2 Reimbursement.

3.1.3 Civic hosting

All formal civic hosting, for example, Council hosting a visiting delegation, will be by approval by Council resolution. The resolution will include the benefit to the City of Brimbank in providing the hosting function. Where insufficient notice is provided for Council to consider hosting a delegation, the Chief Executive Officer will determine whether the visit is to be approved, in accordance with this Policy, and the Councillor Declaration of Gift, Benefits and Hospitality Form.

All approved civic hosting arrangements will be organised and paid for by Councillor Support, as approved by the Chief Executive Officer.

3.2 Community Engagement

3.2.1 Online Engagement

Each Councillor will be provided with a web page on Council's website – containing their official headshot photo, contact details, ward map, representation on committees, and ward meeting details. These will be discontinued or amended to include only minor details during an election period.

3.2.2 In-person Engagement

Support will be provided to Councillors to participate in Councillor engagement in accordance with the Community Engagement Policy. Councillors may undertake their own community engagement activities at their own expense or seek the approval of the Chief Executive Officer.

4. TRAVEL AND TRANSPORT

4.1 Local travel

Councillors and members of delegated committees are entitled, under section 40 of the Act, to reimbursement of bona fide expenses reasonably incurred in the performance of their duties.

The following support is provided to assist Councillors and members of delegated committees with local travel costs when conducting Council business. Councillors and members of delegated committees are encouraged to consider the most environmentally friendly modes of transport and should take into account the circumstances of a particular situation including weather, time of day and distance.

Where possible, all travel should be by most direct route, and carpooling is encouraged (where it is safe to do so) and where more than one Councillor attends the same event or meeting

4.1.1 Car parking fees and permits

On and off-street car parking fees may be reimbursed and claims should be accompanied by details stating the nature of Council business and date and time of activity.

4.1.2 Public transport

Councillors shall have access to a Council supplied Myki card, via request to Councillor Support team, to enable travel on trains, trams, buses and light rail journeys within and outside the municipality. Any personal use will need to be reimbursed to Council.

Councillors can submit a claim for specific trips undertaken on Council business. Details stating the nature of Council business and date and time of activity to be provided to Councillor Support for maintaining in a register and for expense reporting purposes.

4.1.3 Use of taxis/Uber

Cab-charge Cards issued to Councillors may be used for taxi services for Council business. Cab-charge Cards are to be used by the cardholder only and must not be provided to any other individual for use, or used for personal business.

Councillors should retain which will assist in the verification of nature of Council business, date, time and cost of transactions. To assist the process, transaction statements will be issued to Councillors. Councillors who incur taxis costs without use of a Cab-charge card can make a claim for reimbursement.

Councillors and members of delegated committees are able use Uber – or an equivalent registered service - for travel in relation to Councillor duties. Costs will be reimbursed and claims should be accompanied by a tax receipt and claim form stating the nature of Council business and date and time of activity.

Details of all services detailed above are to be provided to Councillor Support for reimbursement and expense and reporting purposes.

4.1.4 Use of car share schemes/hire cars

Councillors wishing to use a car share scheme will be responsible for managing the booking and logistics. Council will not be able to pay or reimburse annual subscription or registration fees for car share schemes. Councillors will be reimbursed for use of car share schemes where the expense was incurred undertaking Council business.

Councillors will comply with all parking restrictions and Road Rules, and will be personally liable for any damage, or infringement penalties received.

4.1.5 Use of private vehicles

Councillors and members of delegated committees are able to claim costs relating to use of a private vehicle based on the following allowance rates may be claimed in accordance with the rates as determined by the Australian Taxation Office.

A record of private vehicle use must be maintained by the Councillor and shall contain details of Council business, date, destination and number of kilometres and any tolls.

Councillors and members of delegated committees will comply with all parking restrictions and road rules, and will be personally liable for any infringement penalties incurred. Councillors will also be required to have current registration and minimum third party insurance in place. Separate reimbursement for insurance is not able to be claimed, as it is covered in the allowance rates above.

4.1.6 Tolls

Councillors and members of delegated committees may incur tolls including those associated with the use of *CityLink* while conducting Council business. Councillors may seek reimbursement of costs associated with tolls, including the use of day passes or those transactions incurred as part of existing personal e-tag accounts.

Council supplied e-tags will be provided for the Council fleet vehicle issued to the Mayor.

4.1.7 Council fleet vehicles

4.1.7.1 Mayoral vehicle

To assist in meeting the demands and expectations placed on the Mayor, a Council fleet vehicle shall be provided for use by the Mayor during their term. This will include all associated costs including servicing, fuel and insurance.

The type of vehicle provided to the Mayor shall comply with the fleet policy. The vehicle will be traded in accordance with the vehicle replacement policy, unless otherwise authorised by the Chief Executive Officer.

The Mayor may also opt for a bicycle instead of a motor vehicle, for use during their term. The Mayor will be required to undertake appropriate safety training prior to initial use.

The Mayor will use the vehicle primarily to carry out their duties of office, and may also use the vehicle for reasonable private use. The Mayor should ensure they seek appropriate financial advice from an expert in relation to their tax position if they choose to use a Council fleet vehicle. Requests related to support for disability - or family care-related requirements to the vehicle, such as the provision of child seats, can be made through the Chief Executive Officer.

The Mayor will comply with all parking restrictions and road rules, and will be personally liable for any infringement penalties received.

If the Mayor does not require a Council vehicle, and chooses to use their private vehicle/s to carry out their duties of office, an allowance in accordance with 4.1.5 applies.

4.1.7.2 Councillor access to fleet vehicles

When available and practicable, and by prior arrangement through Councillor Support, a Council fleet vehicle may be made available to a Councillor for travel outside the municipality, where use of private vehicle or other means of transport is not possible or is cost prohibitive.

Councillors will fill be responsible for filling out the logbook in a fleet vehicle. Councillors will comply with all parking restrictions and Road Rules, and will be personally liable for any infringement penalties received.

4.1.8 Accommodation and incidentals

When travelling on Council business in outer metropolitan Melbourne and regional Victoria, Councillors may require accommodation. Councillors can stay in reasonable accommodation appropriate to the area travelled to and the nature of the visit.

Bookings for accommodation should be made through Councillor Support team. Prior to making the booking, the authorisation of the Chief Executive Officer or delegate must be obtained. All reasonable sustenance and incidental costs associated with outer metropolitan Melbourne and regional Victoria travel will be met by Council. If travel includes attendance by a partner, spouse, companion or children, Council will only cover expenses in accordance with Section 2 of this Policy.

4.2 Interstate and International Travel

As part of their duties, the Mayor, Deputy Mayor and Councillors may be required to undertake interstate and international travel on behalf of Council. Representation of Council at national/international levels can be an important part of developing, communicating and

implementing Council policy and includes:

- Travel to investigate issues, projects or activities of relevance to actions contained in the Council Plan and other policies and programs including those relating to portfolio responsibilities.
- Attendance at conferences, workshops and forums as either a presenter or a delegate on topics relating to Council's policies, aims and projects or on areas of professional development for Councillors.

Where a request is initiated by Councillor and approved by the Chief Executive Officer for travel that includes attendance by a Councillors partner, spouse, companion or children scheduling will be processed in conjunction with the Councillors bookings for each additional attendee by the Councillor Support team. A Council tax invoice will be raised to the Councillor for the full cost incurred excluding any expense for Councillor duties, with payment required by Councillor in full within three month of the invoice date by Council. Additional expenses will be paid in accordance with Section 2 of this Policy. Failure to reimburse Council within this period will be considered a breach of the Code and will be reported in accordance with the Act.

4.2.1 Authorisation and reporting framework

4.2.1.1 Proposal to travel by Mayor, Deputy Mayor and Councillors

All proposals relating to international travel by the Mayor, Deputy Mayor and Councillors requires the approval by resolution of Council. Such proposals should be presented in a report by the relevant Director or Manager, including identification of how the proposal will underpin or support Council's Council Plan actions, key strategies or Portfolio responsibilities, and the costs of the proposal.

Interstate travel does not require approval by Council. Financial thresholds and requirements as per section 2.1.4 apply. A Councillor must report interstate and international travel to Council in accordance with this Policy, including a conference/post travel report, and a briefing to Councillor colleagues.

4.2.1.2 Leveraging opportunities – additional stakeholder meetings

If a Councillor wishes to include additional meetings relating to their Councillor duties on either side of a conference or professional development opportunity, they must request this in writing to the Mayor and Chief Executive Officer. If determined to be appropriate, the meeting/s will be organised by the relevant Director. Approval to represent Council will be required regardless of whether an expense is incurred.

4.2.1.3 Undertaking Council business while on private travel

If the Mayor, Deputy Mayor or Councillor proposes to officially represent the Council while on private interstate or overseas travel, authorisation should be sought in line with approval processes and requirements outlined above in 4.2.1.2. Approval to represent Council is required regardless of whether or not expenses will be incurred.

4.2.1.4 Partner/companion travel

The cost of a partner, spouse, companion or children accompanying a Councillor on a business trip is the financial responsibility of the Councillor for payment (as a personal cost). If a partner, spouse, companion or children wishes to accompany a Councillor in a private capacity, such travel is able to be booked through Councillor Support. Any costs incurred by the person accompanying the Councillor in a private

capacity will not be funded by Council. It is the responsibility of the Councillor to reimburse all private or personal costs to Council, within three months of the cost being invoiced. Failure to reimburse Council within this period will be considered a breach of the Code.

4.2.1.5 Non-Council funded travel

Offers of sponsored travel from international organisations, foreign governments, educational institutions and industry bodies can be considered provided that:

- The offer of travel is not made in exchange for, nor with an expectation of, the granting of favourable treatment
- The acceptance of the offer does not give rise to an actual or perceived conflict of interest

Care must be taken to ensure that there is no conflict of interest in such situations with Councillors being seen to use the status of their office to advance the interests of other organisations or interest groups.

Overseas or interstate visits in relation to invitations from inter-governmental, official agencies, governments or private organisations (where all or part of the costs are to be met by the Council) are subject to this policy.

Councillors should seek advice from Council officers before accepting any sponsored travel.

Travel at the expense of other parties should be in accordance with the standards of the sponsoring organisation. Supporting documentation should be provided confirming both external funding arrangements and appropriate authorisation by the host city or organisation for such travel by Councillors.

Councillors undertaking private travel arrangements in conjunction with Council approved and funded travel, must ensure that all costs incurred with private travel are clearly delineated from Council funded travel arrangements.

4.2.2 Bookings and confirmation

Travel and accommodation arrangements will generally not be made in anticipation of approval. However, it is recognised that in some circumstances, tentative arrangements may need to be made to secure the most cost effective airfare and accommodation options.

All travel and accommodation reservations apart from private travel and non-council funded travel, should be booked through Councillor Support. To permit the option for bookings to be scheduled by Councillor Support team for travel by a partner, spouse, companion or children; Councillors must confirm arrangements for travel and accommodation with the Councillor Support team at the same time as requesting their own arrangements.

The Councillor will be responsible for all costs incurred for travel of additional parties, including insurances and where applicable any cancellation fees.

4.2.3 Travel documentation

When travelling, Councillors will need to maintain accurate documentation relating to expenses incurred.

4.2.3.1 Insurance

Councillors are covered by Workcover under the Workplace Injury Rehabilitation and Compensation Act 2013, both in Australia and overseas. Councillors are also covered by Council's Personal Accident and Corporate Travel Insurance policy. This covers Councillors whilst engaged in any activity connected with or on behalf of the Council. Non-business related travel and non-business related items are not covered by this policy. Any non-business related travel including travel by a Councillor and travel by a partner, spouse, companion or children will require consideration by Councillor to seek independent travel insurance.

4.2.3.2 Passport and visas

Councillors travelling overseas on Council-related business are responsible for ensuring that they have a current passport and obtain any required visas. Costs can be reimbursed by the Council.

A Councillor will be responsible for ensuring that any additional travel by a partner, spouse, companion or children, have a current passport and obtain any required visas. No reimbursement by Council will be available for additional parties.

4.2.4 ICT arrangement and expenses

When using mobile devices while on international travel, Councillors should avoid excessive communication costs and are encouraged to use internet services provided through place of accommodation.

Councillors on leave of absence will store their devices securely, or have their ICT devices appropriately managed by Councillor Support, including an out of office message and disabling of data roaming, as appropriate. Where a Councillor travels overseas on Council business, ICT staff will ensure appropriate international roaming on the Council ICT device before the Councillor leaves.

4.2.5 Reimbursement of travel expenses

Councillors must submit any claims for reimbursement within 30 days of return. Councillors will be required to complete a Claim form via the Councillor Portal, with claims supported by accounts and other receipts.

The exchange rate to be applied by Councillors when making claims and reconciling expenses shall be the rate identified by a banking institution or credit card company as being the closing rate on the day of departure for travel, or on the day of transaction, where a credit card is used.

4.2.6 Travel expense reporting

All travel and associated expenses will be reported in accordance with the Act, this Policy and the Public Transparency Policy.

5. COMMUNICATIONS

5.1 Equipment and Services

5.1.1 ICT devices

Section 42 of the Act, ensures that the Mayor and Councillors have the tools, services and facilities necessary to undertake their roles.

Communication equipment and services shall be provided to assist Councillors in the conduct of Council business.

Councillors will be provided with an iPhone, an iPad and a laptop, in accordance with Council's ICT procurement contracts. The devices will be Wi-Fi, Bluetooth and mobile data enabled. In car phone kits will be provided if requested. Councillors can be provided with portable printers, on request.

Councillors will be provided with a maximum 6GB data plan for Council business, and unlimited storage plans.

A multifunctional device (to scan, print, email, copy) will be provided in the Councillor offices, to facilitate communication relating to the Councillor's duties.

Councillors will not have access to delete any Council standard applications provided on the iPhone and iPad.

5.1.1.1 Broken and faulty devices

For the safety and protection of these Council assets, cases will be provided for assets. If an asset is taken out of its case, it is the responsibility of a Councillor to replace it with another case.

Councillors will present a broken or faulty device to Councillor Support for repair or replacement. Broken items will only be replaced once per year per Councillor, and reported in accordance with this Policy and the Public Transparency Policy.

A Councillor must report a stolen device to the Victoria Police and to Councillor Support as soon as possible. Stolen devices will be replaced on receipt of a police report.

Every 12 months devices are recalled by the Councillor Support team to be tagged and tested to ensure the device meets required standards. Any product not found to meet the requirements will be repaired or replaced as required.

5.1.2 ICT Policies

Councillors will act in accordance with Brimbank City Council's Mobile Phone Policy, Acceptable Use of ICT Resources Policy, Mobile Computing Device Policy, Internet & Email Security Policy, and the Information Security Policy.

5.1.2.1 Non-Council related use

Council phones and mobile data enabled devices will be provided to support a Councillor to undertake their duties, however, it is recognised that for practical reasons, a Councillor may make a reasonable number of non-Council related calls. They may also make reasonable personal use of mobile devices, including mobile data.

Each Councillor will be responsible for determining the personal use to be reimbursed to Council. The Chief Executive Officer may also determine where a Councillor's personal phone or data use charges is beyond reasonable limits, and require reimbursement.

International calls will not be considered reasonable use unless a Councillor is conducting Council business (such as related to a conference/tour that has been approved by a resolution of Council). Telephone calls to information/ service providers which incur a significant per minute charge will normally not be considered reasonable use. App store purchases will not be covered by Council and

must be reimbursed.

Councillors must not, under any circumstances, use Council provided equipment for private business purposes, including making telephone calls and using data (internet/email).

Councillors who take leave from their Councillor duties for 2 weeks or more, are required to provide devices back to Council for the duration of their leave.

Councillors electing to use their own equipment will be entitled to receive a reimbursement package to cover the costs of equipment use and consumables expenses relating to Councillor duties in accordance with this Code.

Itemised bills will be provided to each Councillor on request. Councillors will reimburse Council in accordance with Section 10 of this policy, on a monthly basis. Failure to reimburse Council for personal use that is deemed to be beyond reasonable limits by the Chief Executive Officer will be considered a breach of the Code and be reported in accordance with the Act.

The issued items remain the property of Council, are recorded in Council's Asset Register, and must be returned at the end of the Council term.

Councillors are responsible to ensure that fully charged Council issued devices (iPad, IPhone and laptop) are brought to all scheduled meetings, along with plugs and charges as a supply backup.

6. ADMINISTRATION AND FACILITIES

6.1 Administrative Support and Services

6.1.1 Administrative Support – Mayor

Administrative support will be provided to the Mayor for work directly related to the duties of office, acknowledging the responsibilities and greater level of commitments and expectations placed on the Mayor. All support will be overseen by the Manager Governance, and undertaken by Councillor Support.

6.1.2 Administrative Support - Councillors

Limited administrative support is available to Councillors for work directly related to their duties of the office. All support will be overseen by the Manager Governance, and undertaken by Councillor Support.

6.1.3 Support requests that are not appropriate for Council staff

The following activities are deemed inappropriate for council staff to engage in at the request of Councillors:

- Undertaking personal errands or tasks unrelated to council work
- Management or handling of personal finances or private business matters.
- Provision of support for personal social events or parties.
- Assistance in any individual political campaigning activities.

- Writing of notices of motion, debate notes for Council meetings, etc.

It is essential that council staff's time and resources are used effectively for the benefit of the community we serve. Council staff are here to support the functions of the council and not for personal or political tasks. This policy aims to ensure that the relationship between Council staff and Councillors remains professional and focused on serving our community.

6.1.4 Councillor Portal

All information for Councillors, including Council, portfolio and committees agendas and minutes, request status updates, and invitations, will be available through the Councillor Portal.

6.1.5 Stationery/Mail

When communicating with constituents, Councillors are encouraged to use electronic formats. Where postage services are required on Council business related matters, Councillors shall have access to postal services which will be arranged through Councillor Support.

Standard stationery will be made available in the Councillor Offices. Stationery will include paper, writing implements and pads, envelopes and a diary (on request). Councillors will not modify Council stationery in any way and will only use reasonable supplies for carrying out their duties of office. The supply of stationery will be organised by Councillor Support. Councillors will not use any Council stationery for any personal, business, political or election-related purposes.

6.1.6 Photocopying

A photocopier is provided in the Councillor Offices for a Councillor to undertake small amounts of photocopying directly related to carrying out their duties of office. Photocopying on behalf of external groups or organisations is not permitted. Photocopying is a reportable expense and Councillors will not use for any personal, business, political or election-related material.

6.1.7 Newspapers/Publication subscriptions

Councillors will be provided with an internally-produced media monitoring record (Media Watch).

Annually, Councillors will have the option of a subscription to the Age and/or Herald Sun online newspapers.

Councillors will be provided with subscription copies of key local government industry publications.

Councillors will be given the opportunity of sending corporate Christmas/Festive Season cards. These shall be available in electronic format.

Councillors will not use images for any personal, business, political or election-related material.

6.1.8 Photographs

On request, Councillors will be given access to the Council image library for carrying out their duties of office. The images remain the property of Council (copyright) and will only be used by Councillors for a specified and approved purpose.

At request from Councillor to Councillor Support, Councillors will be able to update their official Councillor headshot (using a Council-engaged photographer) each year.

Councillors will not use images for any personal, business, political or election-related material. All image access and use must be approved by the Manager Media and Communications.

6.1.9 Name Badges

Councillors will be provided with a Councillor name badge (approved Councillor format) for use while carrying out their duties of office.

6.1.10 Business Cards

Councillors will be provided with a Councillor business card (approved Councillor format) for use while carrying out their duties of office.

On request, the business card may include a Councillor's Facebook, LinkedIn or other social media address (set up and maintained by a Councillor for the purposes of their role), but not a personal Facebook, LinkedIn or other social media address.

6.1.11 Uniforms

On request, Councillors will be able to access an item/s of uniform or use while carrying out their duties of office, up to a value of $1,000 (excl. GST) per term, including any Council branding requirements. The item must include the Brimbank Council logo. All items will be organised by Councillor Support, in consultation with the Councillor. Uniforms may not be worn for election related events or activities and if the Office of Councillor is ceased.

6.2 Councillor Facilities

6.2.1 Catering

To assist Councillors in meeting the demands and expectations while conducting Council business, the following internal sustenance arrangements shall be offered to all Councillors:

- Reasonable refreshments served on Council premises during meetings of Council business. The type of refreshments shall depend on the nature of the meeting, timing and attendees.
- Reasonable meals served during evenings of Committees, Council and other key meetings.
- Provision of light refreshments in the Councillors' Offices.

Catering for the above will be provided by Council's contracted catering panel.

Alcohol will not be served or made available, except at official Council functions, as approved by the Chief Executive Officer. Non-Council business related functions organised by a Councillor must be paid for by the Councillor.

Where a Council Meeting is held by virtual livestream, a Councillor has an option to order a meal to their location and submit through the Councillor Portal request for reimbursement a claim for the cost of the meal to a total value of the reasonable amount for overtime meal expenses as published by the Australian Taxation Office, with the supply of a tax receipt.

6.2.2 Office of Mayor

Due to the special role of the Mayor, a separate office is provided in the Councillors Office, including a computer and landline, for the Mayor to carry out their duties.

6.2.3 Councillor Offices

Councillors are provided with a shared office area - the Councillors Office - at Brimbank Community and Civic Centre, reserved solely for Councillor use. The Councillors Office will be equipped with three workstations, including landlines and a multifunctional device (to scan, print, email, and copy), a lounge and dining area, and a separate meeting room. The shared office area will be suitable for office work, reading, research, and small meetings. Visitors can only be provided access if accompanied by a Councillor.

6.2.4 Access and Parking

Councillors will be provided with a security card allowing 24 hour access to the Councillors Office. The Mayor will also have access to the Mayor's office. Parking spaces are available at the Brimbank Multi deck carpark.

6.2.5 Meeting Rooms and Venues

Councillors can book meeting rooms at Council-managed venues, subject to availability, for meetings where the primary purpose is for the Councillor to carry out their duties. The Councillor must be in attendance at the meeting. Councillors are required to schedule the use of any meeting room at Council-managed venue through Councillor Support. Due to the limited space available, meeting must be scheduled on an individual booking and not able to be a standing booking. e.g. not available to book for a monthly, school term or annual booking.

Requests made to Councillors by community, charitable or non-profit organisations for meeting rooms/venues, should be referred to the appropriate operational area for assessment against policy and previously determined criteria. This includes requests by external organisations for single, occasional or on-going access to meeting facilities for the conduct of that organisation's business.

As a general operating principle, in circumstances where individual Councillors, in pursuing an issue or project, believe it is beneficial to arrange a function involving a large number of people, this should be arranged in consultation with the appropriate operational area. Such functions should be funded by the relevant area, therefore ensuring attribution of the cost to the project or issue. Where the cost cannot be attributed to a project or issue and the matter relates to Council business, the function will require the approval of Council via resolution.

6.2.6 Viewing Council Files

A Councillor viewing a Council file must do so in the presence of the relevant Director, or Manager nominated by the Director.

Documents cannot be removed from files or the Council premises (other than copies made available by the Chief Executive Officer/Director). Councillors will be unable to access Council's electronic document management system, however copies of approved documents may be made electronically available (email or portal) by the Chief Executive Officer/Director. A Councillor requesting to view a public register must do so through the statutory process (filling out a form and viewing the register in the presence of a Council officer).

6.2.7 Requests for Information

A Councillor will request information through the Chief Executive Officer or relevant Director.

If the information is public, it will be circulated to all Councillors. If the information is confidential or potentially restricted, the Councillor will also provide the purpose they require the information for. The Chief Executive Officer /Director will contact the Councillor to discuss the matter, and if the information is able to be viewed/disclosed, will organise an appropriate response as soon as possible.

Provisions relating to confidentiality and privacy are set out in section 4.8 of the Code. Councillors may not be able to access information that protected by legislation (including the Protected Disclosure Act 2012, and Privacy and Data Protection Act 2014), designated as 'commercial in confidence' or is privileged legal advice.

6.3 Reports from the Organisation

The organisation will provide professional advice and recommendations to Councillors via Council reports. A forward plan of proposed Council business for the upcoming fortnight will be maintained and made available to all Councillors on the Councillor Portal (updated weekly).

The preparation and submission of these reports will generally be based on:

- **Council Plan and Budget**: These reports are necessary to implement actions of the adopted Council Plan and Budget, as well as related policies and strategies.
- **Public Interest**: The proposal brings up an issue of significant public interest.
- **Policy Change**: The proposal introduces an issue of policy or process not covered by existing policy or practice.
- **Consultation**: The proposal is deemed to require community consultation to receive feedback from affected communities and stakeholders.
- **Public Objection**: The proposal has caused substantial public objection or is likely to do so.
- **Consistency**: The Chief Executive Officer or delegate recommends approval of the proposal, but such approval would be, or could reasonably appear to be, inconsistent with a previous decision or decisions.
- **Unbudgeted Expenditure**: Implementation of the proposal would require expenditure of Council funds not specifically provided for in the budget.
- **Decision by Council**: The Chief Executive Officer or delegate believes that the proposal or any issue arising from it should be decided by the Council rather than the organisation.
- **Call-in of Proposal**: Any Councillor has expressed a desire to call in the proposal for Council consideration.
- **Transparency**: Appropriate reporting as determined by legislation, policy, plan, and strategy.

7. CARER SUPPORT AND WELLBEING

7.1 Expenses Incurred in the Provision of Carer Services

Section 41 (c) and (d) of The Act provides for the reimbursement of child care costs to Councillors and delegated committee members where the provision of child care is reasonably

required for a Councillor or member of a delegated committee to perform their role. The Act provides for re-imbursement of child care costs for children 0-15 years old where the Councillor is a carer in a care relationship as stated in the *Carers Recognition Act 2012*, and/or the *Children, Youth and Families Act 2005*.

7.1.1 Approved carers

Reimbursement of costs will be available for immediate family only, that is, where the Councillor or domestic partner is the primary care giver.

Council will reimburse the Councillor for carer expenses paid to:

- An accredited child care/attendant care provider/nanny or
- A person providing care who does not:
  - have a familial or like relationship with the Councillor, or
  - reside either permanently or temporarily with the Councillor - except where a live-in (professional) helper, such as a nanny, is required to work extra time at extra expense because of the Councillor's duties, or
  - have a relationship with the Councillor or their partner such that it would be inappropriate for Council to reimburse monies paid to the care provider.

7.1.2 Carer costs

Councillors who require carer or support services for other immediate family members should raise the matter with the Chief Executive Officer, or delegate, who shall advise on possible arrangements including reimbursement processes.

Requests for reimbursement will be processed on receipt of the following by Councillor Support:

- Councillor Claim Form – including details on the reason care was needed (official Councillor duties)
- Copy of receipt (clearly identifying the registered provider, type of service, date and time of service, hourly rate and hours of service, provider signature and total payment received).
- A Statement by a Supplier Form required if the provider does not quote an Australian Business Number (ABN).

Fees will be payable per hour or part of an hour (subject to any minimum period which is part of the provider's usual terms). Block or full day care options are available if appropriate to support the Councillor's duties of officer, with the approval of the Chief Executive Officer or delegate.

Maximum fees will be determined as rates not exceeding reasonable market rates available within the municipality.

Delegated committee members will make claims for reimbursement for family care by supplying relevant details for the request for reimbursement by email to the Councillor Support team.

7.2 Support for a Councillor with a Disability

The Chief Executive Officer or delegate will assess and approve reasonable support - through additional facilities and expenses - to allow a Councillor or member of a delegated committee

with a disability to perform their duties of office.

7.3 Health and Wellbeing

7.3.1 Counselling support

Councillors may be able to access Council's Employee Assistance Program (EAP) counselling service – Councillor Support, to assist with their health and wellbeing during their term of office. Access to this program can be requested through the Chief Executive Officer or delegate.

7.3.2 Protective clothing

As appropriate, Councillors will be loaned protective clothing to meet safety requirements in carrying out the duties of office (for example, high visibility vests for site visits). Councillors will return any protective clothing at the completion of the activity/ duty.

At the start of a Mayoral term the Mayor will be supplied with a single pair of steel caped safety boots to wear as instructed when this PPE is required. This item will be available to be retained by the Mayor.

8. LEGAL AND INSURANCE

This section outlines the legal and insurance protections, and support exemptions, for Councillors.

8.1 Legal

8.1.1 Compliance with legislation and policy

Councillors will comply with all relevant laws and regulations and adhere to Council's confidentiality, legal and privacy requirements. Councillors will act in accordance with legislation, all Council Policies adopted under the Act, the Councillor Code of Conduct, Council's ICT policies, and Livestreaming of Council's Meeting Policy.

8.1.2 Procurement of legal advice

A Councillor may seek legal advice at their own expense – including advice relating to conflicts of interest – but must not direct Council officers to do so.

Council will not pay for any legal advice organised or commissioned by a Councillor (including advice that relates to their duties of office or Council matters). Any legal advice relating to Council matters will be procured through the Chief Executive Officer (or their delegate), in accordance with the Code of Conduct and the Act.

Council will not bear the costs of legal representation for any party in a dispute resolution process. For avoidance of doubt, this does not affect the ability of any party to a dispute to seek their own legal advice. Where a party procures their own legal advice, the cost of the legal advice will not be paid or reimbursed by Council.

8.1.3 Legal protections

Public Council meetings are an open forum. Occasionally some things that are said may be regarded as defamatory.

Defamation occurs when statements are made and published about a person, which causes injury to that person's reputation by disparaging them, causing others to shun or avoid them, or subjects them to hatred, ridicule or contempt.

Councillors may have legal protection against defamation under 'qualified privilege' when undertaking their duties of office, however, only when comments are made in good faith and without malice.

This includes comments made when undertaking the duties of office in a Council Meeting, to the media, at events, in hard copy or electronic publications.

Third parties may attempt to hold Council liable for defamatory statements made by Councillors during a Council meeting. This risk is increased if the meeting is recorded and published online or made available to the public. In that case, Council may be liable for defamatory statements made by Councillors or members of the public, as it has published those comments.

In the event a Councillor makes an intentional defamatory comment, Council will not provide resources to legally defend the Councillor, and the Councillor may face disciplinary action and/or could be sued in their personal capacity. Council will not provide legal advice in relation to the liabilities of a Councillor.

8.2 Insurance

Councillors and delegated members of committees are covered under the following Council insurance policies on a 24 hour basis while undertaking their duties of office, including attendance at meetings of external bodies as Council's representative or delegate:

- Public Liability
- Professional Indemnity
- Councillors and Officers Liability
- Travel – Council business, including to and from Council meetings.

Council equipment provided to Councillors is covered for damage or theft under Council's insurance policies. Councillors are expected to exercise due care in protecting the equipment from damage or theft.

Councillors must provide information requested annually for insurance purposes, to ensure appropriate level of cover. For claims relating to travel, an incident report must be completed.

8.2.1 Councillors and Officers Liability

Council will not bear the costs of legal representation for any party in an informal or formal dispute resolution process. For avoidance of doubt, this does not affect the ability of any party to a dispute to seek their own legal advice. Where a party procures their own legal advice, the cost of the legal advice will not be paid or reimbursed by Council. Councillors should note that the nature of arbitral processes and Councillor Conduct Panels are an informal ones and as such should consider participation without legal representation. Section 321 of the *Local Government Act 2020* relates to the possible imposition of a surcharge (cost recovery) by the Secretary of the State Department in relation to any expenditure, deficiency or loss incurred by Council due to the misconduct of a Councillor. That section provides that the Secretary of the State Department may impose a surcharge any deficiency or loss has been incurred by the misconduct of a Councillor. In any such

case, the Secretary may by notice in writing require the Councillor to show cause why they should not be surcharged. If the Councillor or member of the Council staff does not show cause to the satisfaction of the Secretary, the Secretary may by notice in writing impose the surcharge.

8.3 Occupational Health and Safety and Work Cover

Councillors and delegated committee members will ensure they follow Occupational Health and Safety requirements while undertaking their duties of office. A Councillor injured while carrying out their duties may be entitled to claim workers compensation under the Accident Compensation Act 1985. Each case will be determined based on individual circumstances.

8.4 Personal Interest Returns

Councillors must declare their personal interests in corporations, unincorporated associations, business partnerships, trusts, paid employment, land owned, significant shareholdings, personal debt, and any other interests that may give rise to a conflict of interest. The personal interests must be declared through biannual returns, and a summary of these returns must be published on the council's website for transparency and accountability purposes. Non-compliance with these requirements can result in penalties. Seeking assistance from council governance staff, the CEO, legal professionals, or accountants is recommended when completing personal interest returns.

9. EXCLUSIONS

This section sets out the exclusions to reimbursement of expenditure by Councillors and delegated committee members.

Any expenditure not specified in this Code of Conduct will be the responsibility of the Councillor.

A Councillor and delegated committee members will not be able to be reimbursed for any claims made outside of the timeframes specified. If a Councillor and delegated committee members does not claim a particular expense within the designated timeframe, this cannot be claimed as an additional amount for another expense.

Any expenses arising for a Councillor and delegated committee members from a breach of road, traffic, parking or other regulations or laws, will not be reimbursed or funded by Council.

Any expenses relating to legal advice or insurance, as set out in Section 8.

Council will not be able to reimburse Councillors for immediate family members/associates attending conferences, seminars, training, planning sessions, or corporate hospitality or events, except as provided for in the policy.

Councillors and delegated committee members are ineligible for the Brimbank City Council employee discount rate for membership to Council’s aquatic centres, as under legislation, they are not able to receive an employee financial benefit.

10. REIMBURSEMENT

This section outlines the timeframes and requirements for reimbursement for, and by, Councillors and delegated committee members. Councillors and delegated committee

members will only claim reimbursement for reasonable, bona fide out-of-pocket expenses incurred while performing their duties of office.

10.1 Timeframe for Claims

Councillors and delegated committee members will submit their claims for reimbursement on a monthly basis, to ensure equitable public reporting of expenses, and management within Council's financial cycle.

All claims for an ending financial year will be finalised and submitted to Councillor Support by the end of that financial year. Claims submitted outside the financial year they were incurred, will only be reimbursed with the approval of the Chief Executive Officer (excepting expenses incurred in the month of June, which must be claimed by the end of July).

Claims by a Councillor for a previous term must be finalised within one month of a Brimbank City Council election or by-election. After this time, the entitlement of the Councillor to claim the expense will cease.

Claims by a delegated committee members must be finalised within one month of ceasing to hold a position within a committee. After this time, the entitlement of the committee members to claim the expense will cease.

10.2 Reimbursement

Councillors will act in accordance with this Code of Conduct and any reimbursement protocol or direction provided by Council to claim reimbursement of expenses.

Councillors are aware their approved support expenses will be reimbursed in accordance with Council's financial processes (including fortnightly scheduled payment runs and electronic funds transfer only).

Councillors are responsible for retaining and submitting all documentation for their reimbursement claims. Councillors will submit reimbursement claims on a monthly basis.

To maintain transparency and probity, all reimbursements will be paid directly into the Councillor's nominated bank account. A remittance of payment will be provided to the Councillor.

10.2.1 Forms and Receipts

Councillors and delegated committee member will submit all claims for reimbursement through the Councillor Portal, including providing fully detailed tax receipts for any expenses incurred in accordance with this Code.

A Councillor claiming for private vehicle use is responsible for keeping a travel log, including mileage.

10.2.2 Councillor Reimbursing Personal Use

A Councillor is only able to reimburse Council, for personal expenses paid for by Council, for example, telephone calls, by a Councillor making payment via Council's Customer Service and providing a copy of the receipt to Councillor Support.

10.2.3 Authorisation levels

The Chief Executive Officer shall stipulate authorisation levels and designate Council officers in respect of reimbursement and other expense transaction processes referred to

in the Policy.

Remittance will be provided for Councillor's records.

10.2.4 Accountability and Reporting

The Chief Executive Officer or delegate has processes to monitor the quantum of Councillor expenses and review transaction processes to ensure accurate allocation of costs.

Reporting will be in accordance with the Act and the Public Transparency Policy. The following Councillors support expenses will be reported to a Council Meeting and made available on Council's website for the current term:

- Travel (excluding for professional development)
- Vehicle Mileage
- Child Care/Family Care
- Professional Development – Conferences, Seminars, Training, including associated costs of transport, accommodation and meals for professional development
- Information and Communication Technology
- Events and Functions

The report will include details of reimbursements, including justification for claims made by Councillors that were approved by the Chief Executive Officer (or delegate) to be paid outside the one month limit for claims.

Any reimbursement provided by a Councillor for personal use of Council resources, for example, phone calls, will be deducted from reported support expenses.

Councillors and members of delegated committees will also have their expenses reported to the Audit and Risk Committee of Council.

Please note: legal and insurance costs related to conduct matters will be reported separately to Council.

10.2.5 Tax requirements

When making a claim, Councillors and delegated committee member must supply tax invoices which are tax invoice compliant for Goods and Services Tax purposes.

Councillors should seek their own personal taxation and financial advice.

11. RELATED POLICIES AND RESOURCES

- Councillor Code of Conduct
- Councillor Gift, Benefit and Hospitality Policy
- Public Transparency Policy
- Councillor Gifts Protocol and Declaration of Gift Form
- Conduct During Elections Policy
- Councillor Portfolio Policy
- *Local Government Act 2020*

- All policies required to be in operation under the requirements of the *Local Government Act 2020*.

12. REFERENCES

Local Government Act 2020

Councillor support and expenses policies and procedures of the Cities of Melbourne, Dandenong, Maribyrnong, Hobsons Bay, Melton, Wyndham and Moonee Valley.

13. AMENDMENT OF POLICY

Revision	Review Date	Reason for Amendment	Next Review Date
C	19 April 2016	Adopted as Major Policy as part of Councillor Code of Conduct Local Government Act 1989	February 2017
D	14 February 2017	Local Government Act 1989 requirement	October 2017
E	February 2020	Status as Major Policy New standalone policy (incorporated by reference in the Code)	June 2020
F	June 2020	Local Government Act 2020 update	June 2022
G	October 2023	Review	October 2025
H	February 2024	Review	February 2026

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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).

Governance Principles

In developing the Councillor Support Policy (the Policy), Council has considered and given effect to the overarching governance principles, as summarised below:

	Governance Principle	Considerations
(a)	Compliance with the law	All relevant legal requirements have been considered in developing the Policy. In particular, and without limitation, the Policy complies with the requirements in Part 6 of the Act, the public transparency principles at section 58 of the Act, and the *Local Government (Governance and Integrity) Regulations 2020*.

(b)	Achieve best outcomes for the community	The Policy ensures transparent and accountable reimbursement of expenses while providing support, resources, and protections for Councillors to effectively serve the community, promoting positive outcomes for all.
(c)	Promote the sustainability of the municipality	The Policy helps ensure the sustainability of the municipality by providing Councillors with the necessary resources and support to effectively carry out their duties, thereby fostering good governance and decision-making. Additionally, the policy promotes transparency and accountability through regular reporting of Councillor expenses, ensuring responsible use of public funds and maintaining public trust in the municipality's operations.
(d)	Engage the community in strategic planning and decision making	In developing the Policy Council undertook a community consultation process, in accordance with Council's Community Engagement 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	In developing the Policy, Council considered the *'Overview of councillor support and expenses policy'* provided by the by the Local Government Inspectorate and also reviewed Councillor support and expenses policies and procedures of the Cities of Melbourne, Dandenong, Maribyrnong, Hobsons Bay, Melton, Wyndham and Moonee Valley.
(g)	Secure the ongoing financial viability of Council	The Policy helps to secure the ongoing financial viability of Council by ensuring that reimbursement claims for expenses incurred by Councillors and delegated committee members are submitted within designated timeframes and comply with the specified requirements.
(h)	Strategic planning and decision making must take into account plans and policies in operation at all levels	The Policy helps strategic planning and decision making by providing guidelines and resources for Councillors to carry out their duties effectively and efficiently. It takes into account plans and policies in operation by aligning reimbursement processes with Council's financial cycle and reporting requirements, ensuring transparency and accountability.

(i)	Council decisions, actions and information must be transparent	The Policy helps to ensure that Council decisions, actions, and information are transparent by providing guidelines for the reimbursement of expenses incurred by Councillors and delegated committee members, and by requiring regular reporting and disclosure of these expenses to the public. Additionally, the policy outlines the accountability and reporting processes, including the monitoring of expenses by the Chief Executive Officer and the reporting of expenses to the Audit and Risk Committee, further enhancing transparency in Council operations.

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Councillor Transparency

February 2020

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RELATED POLICIES AND RESOURCES
AMENDMENT OF POLICY 11

Ready reckoner

Councillor Transparency Policy 2020 content	Where will this content be captured if this policy is revoked?
SECTION 1: PURPOSE AND PRINCIPLES **1.1 Purpose –** Councillors - through their Code of Conduct - have committed to work together with one another in a respectful and constructive manner to achieve the goals and vision for the City of Brimbank. Councillors have acknowledged they have been elected by the community to a position of significant responsibility with the expectation that they will act in accordance with accepted values of our society. Council also provides the opportunity for citizens to influence the decisions that affect their lives and the community. Transparent decision making, therefore, supports accountability and builds public confidence in Council and its processes. The purpose of the Councillor Transparency Policy 2020 is to record and establish the framework to identify and manage the various obligations of Councillors, to ensure Council processes and decision making is transparent and demonstrably fair and equitable. As part of Council's commitment to open and transparent activities, details of Councillor decision-making activities are made public. This document outlines various ways in which Council makes certain information public.	Sections 1.1 and 1.2 are not substantive content.
1.2 Scope This policy applies to Councillors. For the avoidance of doubt, this policy applies equally to all Councillors, including the Mayor and Deputy Mayor. This policy is incorporated in the Councillor Code of Conduct. Nothing in this policy changes or detracts from the operation of other provisions in the Councillor Code of Conduct or any legislation setting out alternative	

Attachment 13.3.6

Councillor Transparency Policy 2020 content	Where will this content be captured if this policy is revoked?
avenues that may be available to a Councillor or Councillors in respect of matters mentioned in this policy. The processes outlined in this policy may run concurrently with any processes set out in the Councillor Code of Conduct, the *Local Government Act 1989 (the Act)* and any other legislation. This policy applies when Councillors are conducting the business of Council or acting as a representative of Council.	
1.3 General Principles The general principles underpinning the Policy are: 1. The primary objective of a Council is to endeavor to achieve the best outcomes for the local community, having regard to the long term and cumulative effects of decisions. In pursuit of this objective, Council must have regard to transparent and accountable decision making. 2. The transparency obligations outlined in this policy apply to all Councillors. 3. This policy is not an exhaustive list of all transparency obligations. 4. The transparency obligations apply whenever a Councillor conducts Council-related business. 5. Transparency means that people should be able to follow, and understand the Councillor's decision-making process. The community should be able to clearly see how and why a decision was made (that is, what information, advice, consultation and legislative obligations were considered).	Transparency Principles are now captured in the Public Transparency Policy: **4 STATEMENT OF POLICY PRINCIPLES** **4.1 Public Transparency Principles** The objective of this policy is to give effect to the following Public Transparency Principles outlined in section 58 of the Act — a) Council decision making processes must be transparent except when the Council is dealing with information that is confidential by virtue of this Act or any other Act. b) Council information must be publicly available unless— (i) the information is confidential by virtue of this Act or any other Act; or (ii) public availability of the information would be contrary to the public interest. c) Council information must be understandable and accessible to members of the municipal community. d) Public awareness of the availability of Council information must be facilitated.
SECTION 2: TRANSPARENCY IN DECISION MAKING	Conflict of Interest is captured in the Counsellor Code of Conduct. Direct and indirect conflict also no longer exist under the LGA2020, meaning this content is out of date.

Councillor Transparency Policy 2020 content	Where will this content be captured if this policy is revoked?
2.1 Conflicts of Interests – 2.1.1 Conflicts of Interest Division 1A, Part 4 of *the Act* sets out the detailed requirements with respect to the disclosure of direct and indirect interests. Section 2.4.4 of the Councillor Code of Conduct 2019 sets out the acknowledgement of each Councillor with respect to conflicts of interest. Councillors generally have close connections with their local community and are more likely to have conflicts of interest than other people in public life. Councillors are elected to serve in the best interests of their communities, and this includes being transparent about any private, or other, interests that may be seen to conflicts with their public duty. 2.1.2 Types of Conflicts of Interest A person has a conflicts of interest if they have: a. Direct interest in a matter, for example if a person's benefits obligations, opportunities or circumstances would be likely to be directly altered if the matter is decided in a particular way; b. One of the following fi e types of indirect interest: i. Interests of someone with whom the person has a close association, such as members of a person's family, their partner or anyone the person lives with. ii. Financial interest, where a person is likely to receive a gain or loss that is measurable in money and which arises as a result of the direct or indirect interest of another person, such as shares in a company with a direct interest, subject to an exemption threshold for small holding in large companies.	5 CONFLICT OF INTEREST 5.1 Disclosure of conflicts of interest If a Councillor has a conflict of interest in a matter which is to be considered or discussed at a meeting of Council or a delegated committee, a meeting of a community asset committee, or any other meeting held under the auspices of Council, the Councillor must, if he or she is attending the meeting, disclose the conflict of interest in accordance with the Governance Rules (unless any of the exemptions apply) and exclude themselves from the decision making process in relation to the matter. A Councillor may have a 'general' or a 'material' conflict of interest in a matter being considered at a meeting. A Councillor has a 'general' conflict of interest in a matter if an impartial, fair-minded person would consider that the Councillor's private interests could result in the Councillor acting in a manner that is contrary to their public duty. For the purposes of general conflict of interest: • 'private interests' means any direct or indirect interest of a Councillor that does not derive from their public duty and does not include an interest that is only a matter of personal opinion or belief. • 'public duty' means the responsibilities and obligations that a Councillor has to members of the public in their role as a relevant person. A Councillor has a 'material' conflict of interest in respect of a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter. 15 Councillor Code Of Conduct The benefit may arise or the loss incurred: • directly or indirectly; or • in a pecuniary or non-pecuniary form. For the purposes of a material conflict of interest, any of the following is an 'affected person': • The Councillor. • A family member of the Councillor. • A body corporate of which the Councillor or their spouse or domestic partner is a Director or a member of the governing body. • An employer of the Councillor, unless the employer is a public body. • A business partner of the Councillor. • A person for whom the Councillor is a consultant, contractor or agent. • A benefit under a trust or an object of a discretionary trust of which the Councillor is a trustee.

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Councillor Transparency Policy 2020 content	Where will this content be captured if this policy is revoked?
iii. A conflict duty to another person or organisation as a director, committee member, manager, partner, consultant, contractor, agent or employee. Some exemptions are provided, including duties to certain organisations connected with local government. iv. Receipt of a gift or gifts, or hospitality, valued at $500 or more in the past fi e years from someone with a direct interest. This does not include reasonable hospitality received by the person when attending an event or function in an official capacity. v. An interest arising from being, or having been, a party to the matter by being a party to civil proceeding in relation to the matter. This includes civil proceedings in Victorian Civil and Administrative Tribunal, and where there is reasonable likelihood the residential amenity of the person will be altered. vi. An interest in respect of whether the residential amenity of a person will be altered if a matter is decide in a particular way. A Councillor does not have a conflict of interest in a matter if the direct interest or indirect interest of the relevant person is so remote or insignificant that the direct interest or indirect interest could not reasonably be regarded as capable of influencing any actions or decisions of the relevant person in relation to the matter.	
2.1.3 Personal Responsibility It is the personal legal obligation of every Councillor to form her or his own view as to whether a conflict of interest exists, and to disclose any such conflict Councillors are able to seek their own independent legal advice in relation to any of their conflict of interest matters. Council will not be liable for any legal costs incurred by a Councillor who seeks independent legal advice about whether they have a conflict.	This content about responsibility for identifying conflict has now been added into the Code of Conduct:

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	value). **5.2 Personal responsibility** Councillors acknowledge that they must be clear about their associations with parties external to Council and to avoid conflict between those associations and their role as Councillors. It is the personal legal obligation of every Councillor to form her or his own view as to whether a conflict of interest exists, and to disclose any such conflict. Councillors are able to seek their own independent legal advice in relation to any of their conflict of interest matters. Council will not be liable for any legal costs incurred by a Councillor who seeks independent legal advice about whether they have a conflict.
2.1.4 Process for Declaring a Conflict of Interest A Councillor who has an actual or perceived conflict of interest in relation to a matter, will: a. Declare and identify this at the commencement of any discussion on the matter. b. Make the declaration immediately before the matter is considered at a Council meeting, or a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of Council staff which considers matters that are intended or likely to be the subject of a decision of the Council or subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee. c. Seek advice from the Chief Executive Offic er or other appropriate person if the Councillor needs assistance on interpretation of the relevant legislative provisions. d. Leave the meeting when the matter is discussed, and not participate in any decision making. All declarations of conflict are recorded in an internal Register of Conflicts. In addition, declarations of conflict also form part of the relevant meeting minutes. The Register of Interests is open for public inspection, following a written application to the Chief Executive Offic er.	The process for disclosing a conflict of interest is captured in the Governance Rules. A paragraph cross-referencing the relevant section of the Governance Rules has also been added into the Code of Conduct: The process for disclosing a conflict of interest is contained in Chapter 5 of the Brimbank Governance Rules – Disclosure of Conflicts of Interest

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2.2 Return of Interests – 2.2.1 Return of Interests Form Division 1A, Part 4 of *the Act* sets out the detailed requirements with respect to primary and ordinary returns. All Councillors are required by *the Act* to lodge interest returns in which they disclose specific interests such as, by way of example and without limitation, the name of any company or other body corporate or unincorporate in which a Councillor held an office as a director or otherwise. These include: a. A primary return that must be lodged when a person becomes a Councillor; and b. An ordinary return that must be lodged every six months while holding offic e as a Councillor. The Return of Interest form is an important document for recording a Councillor's interest(s) in the municipality, and disclosing other interests, positions and obligations to ensure probity and transparency of decision making. A failure to provide a primary or ordinary return, or the making of a false disclosure can attract significant penalties for non-compliance. 2.2.2 Personal Responsibility Every Councillor must complete submit a: • Primary Return of Interest form upon becoming a Councillor; and • Half-yearly ordinary interest return via a Return of Interest form. The Return of Interest form is recorded in the Register of Interests maintained by the Chief Executive Offic er pursuant to section 81(9) of *the Act*. The Register of Interests is open for public inspection, following a written application to the Chief Executive Offic er.	This new paragraph has been added into the Counsellor Support (Major Policy) covering personal interest returns. This new content is based on requirements in Part 6 Division 3 LGA 2020, and section 8 *Local Government (Governance and Integrity) Regulations 2020* . **8.4 Personal Interest Returns** Councillors must declare their personal interests in corporations, unincorporated associations, business partnerships, trusts, paid employment, land owned, significant shareholdings, personal debt, and any other interests that may give rise to a conflict of interest. The personal interests must be declared through biannual returns, and a summary of these returns must be published on the council's website for transparency and accountability purposes. Non-compliance with these requirements can result in penalties. Seeking assistance from council governance staff, the CEO, legal professionals, or accountants is recommended when completing personal interest returns.

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2.3 Gifts And Hospitality – 2.3.1 Accepting and Declaring Gifts and Hospitality Division 1A, Part 4 of *the Act*, establishes categories of 'applicable gifts' and the requirements for disclosure of indirect interests where Councilors have accepted applicable gifts above the value of a specific threshold. Section 2.4.7 of the Councillor Code of Conduct 2019 sets out the acknowledgment of each Councillor with respect to conflict of interest and gifts. Councillors should not seek, solicit or use their position to obtain gifts or benefit from external organisations or individuals. This includes situations where a person, company or organisation is placed in a position, which they feel obliged to offer gifts or hospitability to secure or retain Council business. Accepting gifts and hospitality can result in a conflict of interest, whether it is real or perceived. 2.3.2 Personal Responsibility Every Councillor must, in accordance with the clause 2.4.7 of the Code: a. Disclose all gifts, benefits or hospitality offered and/or accepted in their capacity as a Councillor. This includes, as specified by clause 2.1.4.2 of the Councillor Support Major Policy 2019, where a Councillor receives an invitation to speak at a conference in their capacity as a Councillor and the conference organiser waives or covers registration fees for participation, as this would be considered a gift or hospitality benefit. b. Complete a Declaration of Gifts and Hospitality form and return the same to Council's Governance Manager. c. Notify the Chief Executive Offic er if in the conduct of their duties, of any inappropriate offer of a gift or hospitality of any kind. Completed Declaration of Gifts and Hospitality forms are recorded in a Register of Gifts and Hospitality which is reported to Council's Audit and	Processes and obligations relating to gifts and hospitality are captured in detail in the updated Councillor Gifts, Benefits and Hospitality Policy.

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Risk Management Committee on a quarterly basis.	
2.4 Records of Assemblies of Councillors – **2.4.1 Assemblies of Councillors** Section 3(1) of *the Act* provides that an Assembly of Councillors means a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of Council staff which considers matters that are intended or likely to be: a. the subject of a decision of the Council; or b. subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee but does not include a meeting of the Council, a special committee of the Council, an audit committee established under section 139, a club, association, peak body, political party or other organisation. **2.4.2 Personal Responsibility** A Councillor attending an assembly of Councillors who knows, or would reasonably be expected to know, that a matter being considered by the assembly is a matter that, were the matter to be considered and decided by Council, the Councillor would have to disclose a conflict of interest under *the Act*, the Councillor must, disclose the conflict of interest to the Chair of the assembly either: a. immediately before the matter in relation to which the Councillor has a conflict of interest is considered; or b. if the Councillor realises that he or she has a conflict of interest after consideration of the matter has begun, as soon as the Councillor becomes aware that he or she has a conflict of interest and leave the assembly while the matter is being considered by the assembly.	Assemblies of Councillors no longer exist under LGA 2020 and have been replaced by procedures in Governance Rules for meetings conducted under the auspices of the Council. Procedures for different types of meetings are detailed in Chapters 2-4 of the Brimbank Governance Rules: **Contents** These Governance Rules are divided into the following Chapters: **Chapter** / **Name** Chapter 1 — Governance Framework Chapter 2 — Meeting Procedure for Council Meetings Chapter 3 — Meeting Procedure for Delegated Committees Chapter 4 — Meeting Procedure for Community Asset Committees Chapter 5 — Disclosure of Conflicts Of Interest Appendix 1 — Conduct During Election Period Policy Procedures for disclosure of conflict of interest at a meeting conducted under the auspices of Council is captured in 5.5 of the Brimbank Governance Rules: **5. Disclosure at a Meeting Conducted Under the Auspices of Council** A Councillor who has a conflict of interest in a matter being considered by a *meeting conducted under the auspices of Council* at which they are *in attendance* must: 5.1 disclose that conflict of interest by explaining the nature of the conflict of interest to those *in attendance* at the meeting immediately before the matter is considered and indicating whether it is a general conflict of interest or a material conflict of interest; 5.2 absent themselves from any discussion of the matter; and 5.3 as soon as practicable after the meeting concludes provide to the *Chief Executive Officer* a written notice recording that the disclosure was made and accurately summarising the explanation given to those *in attendance* at the meeting.

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2.4.3 Reporting Assemblies Following an assembly of Councillors, the responsible Council Offic er will prepare a written record of the assembly, as required by section 80A(1) of *the Act*, recording: a. The names of all Councillors and staff at the meeting b. List of all matters considered c. Any conflict of interest disclosed d. Whether the disclosing party left the meeting. The Chief Executive Offic er must ensure that the written record of an assembly of Councillors is, as soon as practicable, reported at an ordinary meeting of the Council, and incorporated in the minutes of that Council meeting.	Reporting is captured in 5.5 (above) in relation to declaring conflict and in Chapter 1.3 (below) in relation to meeting records. **3. Informal Meetings of Councillors** If there is a meeting of Councillors that: (a) is scheduled or planned for the purpose of discussing the business of *Council* or briefing Councillors; (b) is attended by at least one member of Council staff; and (c) is not a *Council meeting*, *Delegated Committee* meeting or *Community Asset Committee* meeting the *Chief Executive Officer* must ensure that a summary of the matters discussed at the meeting are: (i) tabled at the next convenient *Council meeting*; and (ii) recorded in the minutes of that *Council meeting*.
2.5 Council Committees – Delegates' And Representatives' Reports 2.5.1 Advisory Committees In accordance with the Code, Councillors are appointed as internal representatives and external delegates to various external and Council-established advisory committees, bodies, associations and groups (Committees) by resolution of Council. Committees promote collaboration and efficiency on a range of issues relevant to the City of Brimbank. The deliberations of such Committee meetings form advice that may influence Council's future decision making. To maintain public confidence in Council's decision making processes, all committee interactions and advice needs to be transparent. 2.5.2 Personal Responsibility Following the meeting of the committee, Councillor delegates and representatives will provide a written account of the most recent	Reporting of Committee meetings is captured under Chapter 3 of the Governance Rules, which state that meeting procedures for Delegated Committees are the same as for Council meetings: **Chapter 3 – Meeting Procedure for Delegated Committees** **1. Meeting Procedure Generally** If *Council* establishes a *Delegated Committee*: 1.1 all of the provisions of Chapter 2 apply to meetings of the *Delegated Committee*; and 1.2 any reference in Chapter 2 to: 1.2.1 a *Council meeting* is to be read as a reference to a *Delegated Committee* meeting; 1.2.2 a Councillor is to be read as a reference to a *Member of a Delegated Committee*; and 1.2.3 the Mayor is to be read as a reference to the *Chair* of the *Delegated Committee*. Chapter 2.20 states that Councillors who are member of a committee 'can' (not 'will') present a written account.

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matters presented and discussed by the Committees – including any recommendations to Council - at the next practicable Council Meeting, in the form of a Councillor Representatives' or Delegates' Report. The CEO will ensure that the written account is, as soon as practicable, reported at an Ordinary Council Meeting, and incorporated in the minutes of that Council Meeting.	**20. Reports of Council Representatives and Delegates** A Councillor who is: 20.1 the *Chair* of an advisory committee, a *Community Asset Committee* or a *Delegated Committee* established by *Council*; 20.2 appointed by *Council* as a member of a community consultative or reference committee; or 20.3 a delegate, nominee or appointee to an external committee, body, association, group or working party can present to other Councillors a *written* account on the most recent deliberations of the committee, body, association, group or working party at the next practicable *Council meeting*.
2.6 Portfolios – 2.6.1 Portfolios Councillor Portfolios were developed to support Council's briefing and decision-making structure, and are governed in accordance with the Councillor Portfolio Policy 2019. Through this system, Councillors are given an opportunity for in-depth engagement, and information sharing on issues impacting the municipality. This enables Councillors to advocate and become 'knowledge champions' on their Portfolio issues. Although Portfolios are not decision making committees, they are advisory committees that can provide decision making context, and may make recommendations for Council to consider. 2.6.2 Personal Responsibility Council officers will also prepare a quarterly report on matters presented to Portfolios, to be presented at a Council Meeting.	Portfolio content is captured in the Councillor Portfolios Policy. We will be considering the Councillor Portfolios Policy 2019 and whether we could merge it with the Portfolio Terms of Reference document, which is more detailed and covers most or all of the policy content.

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Councillors will disclose any conflict of interest through assemblies of Council reports for Portfolios, reported to Council Meetings.	
2.7 Leave Of Absence – **2.7.1 Leave of Absence** In accordance with *the Act*, it is expected Councillors will attend all Council and Special Committee meetings to participate in the Council decision making process. There may be times a Councillor is not able to attend a meeting, and may submit an apology for that meeting by advising the Mayor or Chair. A Councillor unable or unavailable to fulfil their duties, in addition to being absent from Council Meetings, for a longer period of time should request for leave of absence. **2.7.2 Personal Responsibility** A Councillor wishing to take a leave of absence must submit a Request for Leave of Absence form to the Chief Executive Officer. A leave of absence cannot be granted in respect of a past meeting. The Chief Executive Offic er must submit the request for leave of absence to the next Ordinary Meeting and the Council must not unreasonably refuse to grant the request for leave of absence. Where leave of absence has been granted to a Councillor or a member of a Special Committee, the Chief Executive Offic er must record the leave of absence in the minutes of each Council Meeting and relevant Special Committee meeting held during the period of leave of absence.	Section added to the Governance Rules to capture leave of absence: **12. Leave of Absence** 12.1 A Councillor wishing to take a leave of absence must submit a Request for Leave of Absence form to the Chief Executive Officer. A leave of absence cannot be granted in respect of a past meeting. 12.2 The Chief Executive Offic er must submit the request for leave of absence to the next Ordinary Meeting and the Council must not unreasonably refuse to grant the request for leave of absence. 12.3 Where leave of absence has been granted to a Councillor or a member of a Special Committee, the Chief Executive Offic er must record the leave of absence in the minutes of each Council Meeting and relevant Special Committee meeting held during the period of leave of absence.
2.8 Meeting Planning Permit Applicants **2.8.1 Meeting with Applicants**	Section added to the Code of Conduct to capture meetings with Planning Permit Applicants:

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Section 2.4.1.1 of the Code sets out the purpose and requirements for any Councillor meeting with a planning applicant. 2.8.2 Personal Responsibility In accordance with the Code, all meetings will be reported on the Informal Planning Meeting record to ensure the interaction with the planning permit applicant (or property owner, or their representative) is documented. The Chief Executive Offic er will ensure a record of the meeting is reported to the next practicable Council Meeting.	**4.3 Meeting with planning permit applicants** When planning to discuss a planning permit application with an applicant, property owner, or their representative, it is mandatory to complete the Informal Planning Meeting Record. This helps document all interactions. All such meetings must be recorded in the Informal Planning Meeting Record. Moreover, the Chief Executive Officer must make sure that a record of the meeting is reported to the next available Council Meeting.
2.9 Interactions With Members Of Parliament 2.9.1 Interactions with Members of Parliament Section 2.4.6 of the Code sets out the purpose and requirements for Councillors interactions with Members of Parliament, their staff, and candidates in elections. 2.9.2 Personal Responsibility Councillors (or a Councillor representing a group of Councillors) will: a. Declare and record any representations made to her/him, or by them, in their role as a Councillor, to/by a Member of Parliament (or their staff or a candidate in a State or Federal Government election by completing an Interaction with Member of Parliament form. b. Advise the Member of Parliament (or their staff or candidate that the representation, and topics discussed, will be publically reported to Council. The Chief Executive Offic er will ensure a record of the meeting is reported to the next practicable Council Meeting.	Section added to the Code of Conduct to capture interactions with Members of Parliament: **4.1 Interactions with Members of Parliament** Councillors (or a Councillor representing a group of Councillors) will: • Declare and record any representations made to her/him, or by them, in their role as a Councillor, to/by a Member of Parliament (or their staff or a candidate in a State or Federal Government election) by completing an Interaction with Member of Parliament form. • Advise the Member of Parliament (or their staff or candidate) that the representation, and topics discussed, will be publically reported to Council. The Chief Executive Officer will ensure a record of the meeting is reported to the next practicable Council Meeting.

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2.10 Notices Of Motion – 2.10.1 Notices of Motion A Notice of Motion (NOM) is a method by which a Councillor is able to have a motion included on the agenda for Council meeting. The requirements and process for NOMs is set out in the Governance (Meeting Procedure) Local Law No 1. 2.10.2 Personal Responsibility A Councillor proposing to lodge a NOM will comply with the requirements of clause 38 of Council's Governance (Meeting Procedure) Local Law No 1, or any other clause dealing with Council's requirements with respect to NOMs. This includes circulating the draft NOM to all Councillors prior to submitting the NOM to the CEO for inclusion in the Agenda. A NOM lodged in compliance with requirements of the Governance (Meeting Procedure) Local Law No 1. will be published as a Council Meeting agenda item and, subsequently form part of the meeting minutes. Council also maintains an internal register of all NOMs.	Requirements for NOMs are captured in section 23 of the Governance Rules: **23. Notice Of Motion** 23.1 A *notice of motion* must be in *writing* signed by a Councillor, and be lodged with or sent to the *Chief Executive Officer* at least five (5) *business days* before the day of the *Council meeting* to allow sufficient time for the *Chief Executive Officer* to include the *notice of motion* in the *agenda* for the *Council meeting* and to give each Councillor at least 48 hours notice of such *notice of motion*. 23.2 The Councillor proposing a *notice of motion* must circulate the *notice of motion* to all Councillors for information before lodging it with the *Chief Executive Officer*. 23.3 Evidence that a *notice of motion* has been circulated to all Councillors prior to being lodged with the *Chief Executive Officer* must be provided to the *Chief Executive Officer* at the time of lodging the *notice of motion*. 23.4 The *Chief Executive Officer* must reject any *notice of motion* which: 23.4.1 is vague or unclear in intention; 23.4.2 is beyond *Council's* power to pass; 23.4.3 is defamatory;
2.11 **SECTION 3: COUNCILLOR ROLE AND RESOURCES –** 3.1 Public Information Under *The Act* Under *the Act*, and in the interest of transparency and accountability, the	a) Brimbank's FOI Part 2 statement captures public information including the Code of Conduct that is available on Council's Website Summary of Personal Interests s. 139 — Councillor Code of Conduct — Available on Council Website — Councillor Code of Conduct 2021 s. 251 — Inspection of certified Voters' Roll — Available for inspection for a short

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following information relating to Councillor's duties is made publically available: a. Councillor Code of Conduct – available on Council's website b. Details of current allowances fix ed for Mayor and Councillors – available in the Council Minutes and Annual Report (on Council's website) c. Details of overseas or interstate travel undertaken in an official capacity by Councillors in the previous twelve months (with the exception of interstate travel by land for less than 3 days) – available for inspection in the public register (on application). d. Details of Councillor Support Expenses. General reporting on Councillors (as a group) – in the form of percentage attendance at Council Meetings, and the cost of governance per Councillor, is reported annually to the State Government as part of the Local Government Performance Reporting Framework (LGPRF).	b) Councillor Code of Conduct states that Councillor allowances are published on the internet and this is noted in the Councillor Support Major Policy: **1.1 Purpose** Significant demands and expectations are placed on the Mayor and Councillors of Brimbank City Council (Council) in carrying out their civic and statutory functions. This major policy provides an overview of how the Council can provide assistance and support to the Mayor and Councillors when conducting council business. The policy recognises the support Councillors require to serve, engage and act in the best interests of the community. The allowance paid to Councillors is set by the State Government. The current allowance rates can be found on Council's website at www.brimbank.vic.gov.au. Section 42 of Local Government Act 2020 (the Act) requires a Council to make available minimum resources and facilities for the Mayor and Councillors. c) Publication of travel is captured in section 7.2 of the Public Transparency Policy. Councillor Code of Conduct is Details of Councillor allowances are published on the internet and this is noted in the Councillor Support Major Policy: **7.2 Council publications available on Council website** The Council will make the following records available on its website: • Council meeting agendas • Reporting to Council • Minutes of Council meetings • Reporting from Advisory Committees to Council through reporting to Council • Audit and Risk Committee Performance Reporting • Terms of reference or charters for Advisory Committees • Registers of gifts, benefits and hospitality offered to Councillors or Council Staff • Registers of travel undertaken by Councillors or Council Staff • Registers of Conflicts of Interest disclosed by Councillors or Council Staff • Submissions made by Council • Registers of donations and grants made by Council • Registers of leases entered into by Council, as lessor and lessee • Register of Delegations • Register of Authorised officers • Register of Election campaign donations • Summary of Personal Interests • Any other Registers, Policies, Processes or Records required to be made public by legislation.
3.2 Annual Report – Section 131 of *the Act*, requires Council to prepare an annual report in respect of each financial year. The Annual Report details Council's operations and performance during the financial year. The following information relating to Council and	Brimbank's FOI Part 2 statement captures public information including the annual report that is available on Council's Website Annual Budget 2022-2023 s. 98 Annual Report Available on Council Website Annual Report

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Councillors is provided in the Annual Report: • Number of Ordinary and Special Council Meetings – including attendance, by Councillor • Number of petitions and public question time questions • Councillors allowances and support expenses • Representatives and Delegates on Committees and Portfolios.	
3.3 Travel (Interstate & Overseas) 3.3.1 Travel in Accordance with The Councillor Support Major Policy Councillors may attend interstate and overseas conferences, professional development courses and study tours in connection with their duties of office in accordance with the Councillor Support Major Policy 2019. Section 12 of the *Local Government (General) Regulations 2015*, requires Council to make available for public inspection all details of overseas or interstate travel undertaken in an official capacity by Councillors (with the exception of interstate travel by land for less than 3 days), including name, dates, destination, purpose and total cost (including accommodation) to Council of the travel. This information is recorded in a travel register that is available for inspection, on request. 3.3.2 Personal Responsibility A Councilor undertaking, in an official capacity, overseas or interstate travel (other than interstate travel by land for less than 3 days) must complete: 4 An Overseas/Interstate Travel Declaration Form and submit this to Council's Councillor Support team within ten working days of undertaking the travel; 5 And submit a Conference Report, as required by clause 2.1.5 of the	Interstate and overseas travel and reporting requirements are captured in Chapter 4.2 of the Councillor Support (Major Policy). **4.2 Interstate and International Travel** As part of their duties, the Mayor, Deputy Mayor and Councillors may be required to undertake interstate and international travel on behalf of Council. Representation of Council at national/international levels can be an important part of developing, communicating and implementing Council policy and includes: • Travel to investigate issues, projects or activities of relevance to actions contained in the Council Plan and other policies and programs including those relating to portfolio responsibilities. • Attendance at conferences, workshops and forums as either a presenter or a delegate on topics relating to Council's policies, aims and projects or on areas of professional development for Councillors. Where a request is initiated by Councillor and approved by the Chief Executive Officer for travel that includes attendance by a Councillors partner, spouse, companion or children scheduling will be processed in conjunction with the Councillors bookings for each additional attendee by the Councillor Support team. A Council tax invoice will be raised to the Councillor for the full cost incurred excluding any expense for Councillor duties, with payment required by Councillor in full within three month of the invoice date by Council. Additional expenses will be paid in accordance with Section 2 of this Policy. Failure to reimburse Council within this period will be considered a breach of the Code and will be reported in accordance with the Act.

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Councillor Support Major 2019, within two weeks of returning from a conference, professional development course or study tour paid for by Council, summarising learnings gained from the conference, professional development courses or study tours, and how it may be applied to Council. For avoidance of doubt, each Councillor must submit an Overseas/Interstate Travel Declaration Form and the Conference Report even if no expenses have been incurred by Council in respect of the travel. The Chief Executive Offic er will ensure that the: 6 Details in the Overseas/Interstate Travel Declaration Form is added to Council's Travel Register 7 Conference Report is, as soon as practicable, reported at an ordinary meeting of the Council, and incorporated in the minutes of that Council meeting.	
3.4 Administration & Support Expenses 3.4.1 Support in Accordance with The Councillor Support Major Policy Council will provide necessary resources support, in accordance with the Councillor Support Major Policy, to allow Councillors to best serve, engage and act in the best interest of the community. All reporting will in accordance with the *Local Government (Planning and Reporting) Regulations 2014* and the Councillor Support Major Policy. This includes quarterly reporting, on the following Councillor support expenses: • Travel and Transport • Vehicle Mileage • Child Care/Family Care	Admin resources and support and reporting are captured in the Councillor Support (Major Policy): - Travel and transport: Engagement ..... 13 4. TRAVEL AND TRANSPORT..... 13 4.1 Local travel ..... 13 - Child Care: 7.1 Expenses Incurred in the Provision of Carer Services .....24 - ICT: 4.2.4 ICT arrangement and expenses..... 18

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• Information and Communication Technology • Professional Development – Conferences, Seminars, and Training • Individual Memberships • Events and Hospitality • Administrative items – including photocopying and uniforms 3.4.2 Personal Responsibility A Councillor is required to submit their support expenses claims in timely manner, in accordance with the Section 10 of the Councillor Support Major Policy. 3.4.3 Reporting As specified at clause 10.2.5 of the Councillor Support Major Policy 2019, details of Councillor expenses will be presented to a Council Meeting on a quarterly basis, and published on the Council website for the term of the Council. This expenditure will be reported in the same quarter that the cost is incurred by Council, and also include details of claims, including justification, received from Councillors that were approved by the Chief Executive Offic er (or delegate) to be paid outside the one month limit for claims.	- Individual memberships: seminars ..... 10 2.1.7 Memberships and subscriptions..... 10 - Professional development: Allowances..... 7 2. PROFESSIONAL DEVELOPMENT .....7 - Events and hospitality: 3.1 Events and Functions ..... 11 3.1.1 Events covered..... 12 - Administrative items:

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	6. ADMINISTRATION AND FACILITIES ..... 20 6.1 Administrative Support and Services ..... 20 6.1.1 Administrative Support – Mayor ..... 20 6.1.2 Administrative Support - Councillors ..... 20 6.1.3 Councillor Portal ..... 20 6.1.4 Stationery/Mail..... 21 6.1.5 Photocopying ..... 21 6.1.6 Newspapers/Publication subscriptions..... 21 6.1.7 Photographs ..... 21 6.1.8 Name Badges..... 21 6.1.9 Business Cards..... 22 6.1.10 Uniforms ..... 22 6.2 Councillor Facilities ..... 22 6.2.1 Catering..... 22 6.2.2 Office of Mayor..... 22 6.2.3 Councillor Offices..... 22 6.2.4 Access and Parking ..... 23 6.2.5 Meeting Rooms and Venues ..... 23 6.2.6 Viewing Council Files ..... 23 6.2.7 Requests for Information 23
3.5 Event Attendance – Attending local events and functions, in accordance with the Councillor Support Major Policy, forms a key part of a Councillor's representative responsibilities. The requirements and processes for event attendance are set out in the Councillor Support Major Policy. Councillors should also be mindful of the Conflict of Interest requirements when accepting hospitality from external parties.	Event attendance is captured in the Councillor Support Major Policy (see above).

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Councillor Transparency Policy 2020 content	Where will this content be captured if this policy is revoked?
Event costs, and gifts and hospitality costs, will be reported in accordance with *the Act* and the Code.	
3.6 Allowances and Superannuation Councillors are entitled to an allowance from the date they take the oath of offic e. Councillors are also entitled to payments equivalent to the superannuation guarantee. The Minister for Local Government sets the categories of allowance for councils, and annual indexing of amounts. Council resolves on its allowance levels for the Mayor and Councillors, for the term of Council, at a meeting open to the public. The Chief Executive Offic er will ensure that details of current allowances fix ed for Mayor and Councillors are available in the Council Minutes and Annual Report (on Council's website).	Allowances are captured in the Councillor Support Major Policy (see above). **1.4.3 Payment of Allowances** Section 39 of the Act provides for payment of annual allowances to the Mayor and Councillors, in accordance with a Determination of the Victorian Independent Remuneration Tribunal under the Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019 (section 23(a)); a Council must review and set the allowance amount within the category range within six (6) months of a general election. Councillors will also be paid an amount equivalent to the superannuation guarantee, as published by the Minister for Local Government. In accordance with section 39 (5) of the Act, the Mayor and Councillors may elect to: (a) receive the entire allowance to which they are entitled; or (b) receive a specified part of the allowance to which they are entitled; or (c) receive no allowance. Council must review and set the allowance amount for the Mayor and Councillors, in accordance with the Act. Allowances are taxable income. Any personal taxation implications are the responsibility of the Councillor.
3.7 Councillor Information Online Each Councillor is provided with a web page on Council's website. This page will contain content such as the Councillor's office headshot, contact details, representation on committees and other details. In accordance with the Councillor Support Major Policy, this page may also be linked to external webpages, including social media platforms. It is the Councillor's responsibility to ensure the currency of information on their web pages and appropriateness of external weblinks, and to arrange for an updates, as required, though the Councillor Support Team.	Councillor information online is captured in section 3.2.1 of the Councillor Support (Major Policy). **3.2 Community Engagement** **3.2.1 Online Engagement** Each Councillor will be provided with a web page on Council's website – containing their official headshot photo, contact details, ward map, representation on committees, and ward meeting details. These will be discontinued or amended to include only minor details during an election period.
3.8 Councillor Conduct Resolution Reporting All reporting of Councillor Conduct resolution processes will be in accordance with *the Act* and the Code.	

SECTION 4: RELATED POLICIES AND RESOURCES

- Councillor Code of Conduct
- Councillor Protocol
- Councillor Support Major Policy
- Councillor Respectful Conduct Policy
- Conduct During Elections Policy 2019
- Councillor Gifts Protocol and Declaration of Gift Form
- Councillor Portfolio Policy
- *Local Government Act 1989*

AMENDMENT OF POLICY

Ready reckoner

Rev	Reviewed Date	Reason for Amendment	Next Review Date
C	19 April 2016	Adopted as Major Policy as part of Councillor Code of Conduct *Local Government Act 1989*	February 2017
D	14 February 2017	*Local Government Act 1989* requirement	October 2017
E	February 2020	New standalone policy (incorporated by reference in the Code)	February 2021

Brimbank City Council

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Councillor Protocol

February 2020

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SECTION 1: SCOPE AND ROLES	
1.1 Purpose The Councillor Protocol (Protocol) further defines roles and responsibilities of Councillors and Council offic ers in areas relating to decision-making structures and city representation roles. The Protocol provides greater clarity and guidance on areas such as the role and support provided to the Mayor as civic leader, Portfolio Councillors, media, spokesperson and other city representation roles. It also provides enhanced guidance on preparation of reports for Council, and the separation of a Councillor's individual communication activity and the expression of Council's official position. 1.2 Scope The Protocol supports, and is incorporated by reference in, the Councillor Code of Conduct (Code). This Protocol applies to a Councillor of Brimbank City Council. For the purposes of this Protocol, the term 'Councillor' includes the Mayor, the Deputy Mayor and all other Councillors of Council.	Section 1.1 and 1.2 not substantive content

Councillor Protocol content	Where will this content be captured if this document is revoked?
1.3 Roles and Responsibilities 1.3.1 Mayor The Mayor's role is to lead the Council in its culture and decision-making, act as key spokesperson to represent the views of Council and its community; and act as ceremonial head at events and other civic engagements.	Role of the Mayor is captured in para 2.4 of the Councillor Code of Conduct: **2.~~3~~4 Role of the Mayor** Section 18 of the Act provides that the role of the Mayor is to: • Chair Council meetings. • Be the principal spokesperson for Council. • Lead engagement with the municipal community on the development of the Council Plan. • Report to the municipal community, at least once each year, on the implementation of the Council Plan. • Promote behaviour among Councillors that meets the Standards of Conduct set out in the Councillor Code of Conduct. • Assist Councillors to understand their role. • Take a leadership role in ensuring the regular review of the performance of the CEO. • Provide advice to the CEO when the CEO is setting the agenda for Council meetings. • Perform civic and ceremonial duties on behalf of Council.
1.3.2 Deputy Mayor The Deputy Mayor has a leadership and representational role in conjunction with the Mayor. Due to the large number of Mayoral engagements and commitments, the Deputy Mayor is expected to assist in representing the Mayor at various functions and meetings. In line with Council resolution, the Deputy Mayor will assume the role of Acting Mayor during periods of absence of the Mayor, or at the request of the Mayor.	Role of the Deputy Mayor has been added as new paragraph 2.3 in the Councillor Code of Conduct: Councillor Code of Conduct **2.3 Role of the Deputy Mayor** The Deputy Mayor has a leadership and representational role in conjunction with the Mayor. Due to the large number of Mayoral engagements and commitments, the Deputy Mayor is expected to assist in representing the Mayor at various functions and meetings. In line with Council resolution, the Deputy Mayor will assume the role of Acting Mayor during periods of absence of the Mayor, or at the request of the Mayor.

Councillor Protocol content	Where will this content be captured if this document is revoked?
1.3.3 Councillors – 1.3.3.1 General In fulfil the legislative role of Council, all Councillors shall be guided by the principles in the Code. In carrying out their role, Councillors shall: • Provide civic leadership and contribute effectively to the interests and advancement of Brimbank City Council and its community • Contribute to the strategic vision for the City • Participate in deliberations of Council.	Role of the Councillors is captured in para 2.2 of the Councillor Code of Conduct. The role of Councillors is also captured in the Roles and Responsibilities section of the Councillor and Council Officer Interaction Protocol. **2.2 Role of Councillors** Section 28 of the Act provides that the role of a Councillor is: • To participate in the decision-making of Council. • To represent the interests of the municipal community in that decision-making. • To contribute to the strategic direction of Council through the development and review of key strategic documents of the Council, including the Council Plan. In performing the role of a Councillor, a Councillor must: • Consider the diversity of interests and needs of the municipal community. • Support the role of Council. • Acknowledge and support the role of the Mayor. • Act lawfully and in accordance with the oath or affirmation of office. • Act in accordance with the Standards of Conduct. • Comply with Council procedures required for good governance. The role of a Councillor expressly excludes the performance of any responsibilities or functions of the Chief Executive Officer (CEO).
1.3.3.2 Councillor – Representing the Mayor Councillors may represent the Mayor at functions and meetings where the Mayor and Deputy Mayor are unavailable. Allocation of representation roles will be made by the Mayor based on representative tiers hierarchy at Table 2 (see section 4.1 for protocol).	Para 1.3.3.2 regarding Councillors representing the Mayor in certain circumstances has been added in section 2.2 of the Councillor Code of Conduct. Councillors may represent the Mayor at functions and meetings where the Mayor and Deputy Mayo are unavailable. Allocation of representation roles will be made by the Mayor

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Councillor Protocol content	Where will this content be captured if this document is revoked?
1.3.4 Portfolio Champions 1.3.4.1 Overview Council will determine the creation of Committees of Council to reflect the policy and strategic direction of the City. Portfolio Champions and Councillor representatives will be appointed to these Committees. A Portfolio Champion shall play a key role in the representation of Council in areas covered under the terms of reference of their Portfolio, and in accordance with the Councillor Portfolio Policy. The representational role of a Portfolio Champion is carried out in line with spokesperson and representational protocols outlined in section 4.1. 1.3.4.2 Portfolio Champion In line with the Councillor Portfolio Policy and Terms of Reference, and protocols outlined in section 4.1 that acknowledge the precedence of the role of the Mayor and Deputy Mayor, a Portfolio Champion will also play a key role in representing Brimbank City Council. A Portfolio Champion has an integral role in communicating an agreed Council position and sharing of information and insight leading to that position. If a Portfolio Champion has a individual view which differs from an agreed Council position, they will ensure that clarity between the two is provided when making comment. When commenting or engaging on matters of upcoming, but yet to be determined, Council business, a Portfolio Champion will play a facilitation role by providing information about the process and encouraging input without prejudging an outcome. Community Leadership and Engagement: Leadership in liaison and consultation is an important part of a Portfolio Champion's role. As such, a Portfolio Champion shall: • Advocate on community views on issues relating to the portfolio and	Portfolio responsibilities are captured in the Portfolio Policy and Terms of Reference document. These two documents (PP and Tor) are proposed to be merged into one single document.

Attachment 13.3.7

Councillor Protocol content	Where will this content be captured if this document is revoked?
provide recommendations on ways to better inform and engage the community on issues related to the Portfolio • Be engaged by Council officers when significant meetings – including with stakeholders - are planned in order to better judge whether Councillor involvement is desirable. Media Spokesperson Roles: A Portfolio Champion will be the authorised spokesperson in line with the Portfolios Terms of Reference and media protocols outlined in section 4. Events, Functions and Delegations: A Portfolio Champion will, in line with representation protocol outlined in section 4.1, be given the opportunity of representing Council at a range of cultural, community, business and sporting events, in accordance with the Councillor Support Major Policy. These will involve those organised or sponsored by the Brimbank City Council and those being staged by external groups or organisations. Some of these may involve speaking opportunities. A Portfolio Champion may also be required to represent Council at forums, meetings or conferences on key issues relating to portfolio responsibilities. Such representation will be in accordance with the Councillor Support Major Policy. Advisory Committees and External Committees: The Councillor representing Council on an advisory committee or external committee shall generally be the Portfolio Champion who has portfolio responsibility for the issue or subject matter.	

Councillor Protocol content	Where will this content be captured if this document is revoked?
SECTION 2: PROTOCOLS – COMMUNITY FIRST 2.1 Councillor And Council Offic er Interaction Protocol The purpose of this protocol is to provide a transparent and consistent process for respectful and clear communication between Councillors and Council offic ers, to enable everyone to fulfil their duties and maintain good governance. Brimbank City Council consists of two parts: the representative arm is the Council (formed by the Councillors); and the operational arm is the organisation (formed by the Chief Executive Offic er and the Council offic ers they appoint). Good governance is dependent on effective, trusting relationships between the Councillors and the organisation, and an understanding of the distinction between the roles and responsibilities of Council and the organisation. Council employs the Chief Executive Offic er. The Chief Executive Offic er is responsible for the organisation. A Councillor's primary points of contact will be with the Chief Executive Offic er and Directors. Contact with other Council offic ers will be in accordance with this protocol. Councillors seeking information, or wishing to comment on or raise an issue,	Communication between Councillors and Council Officers is covered in detail in the Roles and Responsibilities section of the Councillor and Council Officer Interaction Protocol.

Attachment 13.3.7

Councillor Protocol content

can contact the relevant Director. Councillors can also contact Council offic er/s in accordance with Table 1.

In accordance with the Code, Councillors and Council offic ers will aim to be respectful and courteous in their interactions, including form of address.

Council offic ers will maintain a service approach when referring a matter raised by a Councillor. A Council offic er will inform their Manager and Director of any direct contact by a Councillor, including if the Council offic er believes the contact may be outside protocol. The Director will refer any relevant matters to the Chief Executive Offic er.

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Matter	Chief Executive Offic er	Relevant Director (EA)	Relevant Manager (with Director approval)	Governance Manager	Media & Comms Manager (*team)

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4. Roles and Responsibilities

Section 2 of the Councillor Code of Conduct sets out the roles and responsibilities of Council and the organisation. Brimbank City Council consists of two parts: the representative arm is the Council (formed by the Councillors); and the operational arm is the organisation (formed by the Chief Executive Officer and the Council officers appointed by the Chief Executive Officer).

Good governance is dependent on effective, trusting relationships between the Councillors and the organisation, and a clear understanding of the distinction between the roles and responsibilities of Council and the organisation.

Council employs the Chief Executive Officer. The Chief Executive Officer is responsible for the administrative management of the organisation and managing interactions between Councillors and Council staff. A Councillor's primary points of contact will be with the Chief Executive Officer and Directors. Contact with other Council officers will be in accordance with this protocol or by authorisation of the Chief Executive Officer or relevant Director.

Councillors

In their capacity as elected representatives of the community, Councillor will have a need to request action, advice and/or information on matters pertaining to the day-to-day running of Council business. When interacting with members of Council staff, Councillors will adhere to the provisions under the *Local Government Act 2020,* the Councillor Code of Conduct, and other relevant Council policies.

Councillors will avoid behaving in a way that might contribute to a perception of improper direction. Compliance with this prohibition includes:

- Behaving courteously and respecting the professional opinion, skill or expertise of staff;
- Following the formal processes when seeking information.
- Accepting that staff are required to adhere to formal processes when making decisions and providing information, services and assistance.
- Respecting the normal business timeframes associated with the making of a decision, or the taking of action; and allowing staff to make decisions under delegated authority within the formal reporting and decision making processes.

This Table is included in the Councillor and Council Officer Interaction Protocol.

Councillor Protocol content

Policy and strategy direction, and advocacy issues	X	X	X		
Service and project information (Information Request)		X (App)			
Service request		X (App)			
Routine media and communications		X			X *
Complex or strategic media and communications	X	X			X
Council and community events		X			X
Councillor support services				X	
Phone/ICT support				X	
Portfolios and Committees administration		X		X	
Governance advice	X	X		X	
Enforcement matters		X			
Planning (*Planning and Environment Act 1987*) matters		X	X		

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5. Protocol

Councillors seeking information, or wishing to comment on or raise an issue, can contact the Chief Executive Officer or relevant Director. Refer to the Councillor Request for Service Protocol.

Councillors can also contact Council officer/s in accordance with Table 1.

Table 1: Councillor and Council Officer Contact/Response on Issues

Matter	Chief Executive Officer	Relevant Director	Relevant Manager	Governance & Risk Manager/ Coord Legal Gov & Integrity	Media & Comms Manager (*Co-ordinator)	Customer Support Manager	CEO's Office & Council Business
Policy direction and gaps, advocacy issues – including Council committees	X	X					
Service and project information	X	X	X				
Operational service requests	X	X				X	
Routine media and communications	X	X			X *		

Complex or strategic media and communications	X	X			X		
Council and community events	X	X			X		X
Councillor support services	X	X		X			X
Phone/IT support	X	X		X	X		X
Committees administration	X	X		X			X
Governance advice	X	X		X			
Enforcement matters	X	X					
Planning (*Planning and Environment Act 1987*) matters	X	X	X				

Attachment 13.3.7

Councillor Protocol content	Where will this content be captured if this document is revoked?
2.1.1 Description of Matters (Table 1) **Policy and strategy direction and advocacy issues:** Issues that relate to existing or new policy or strategy direction, advocacy issues, consideration of alternatives, impact analysis, forward scheduling, budget proposals, priority timetables **Service and project information:** Refer to Request for Information Protocol section 3.4 **Service requests:** Refer to the Councillor Request for Service Protocol section 2.2 **Media and communications:** Media and communications activity is set out in section 4. Routine media and communication includes media and communications approvals, classification of scheduling, and media opportunity logistics. **Complex or strategic media and communications** includes messaging, communications strategies and plans, protocols, launches, and conduct. **Council and community events:** Planning and protocols for Council and community events is set out in section 4.6 **Councillor support services:** Resources and support available to Councillors are set out in the Councillor Support Major Policy **Phone / ICT services:** Resources and support available to Councillors are set out in the Councillor Support Major Policy **Portfolios and Committees administration:** Details that relate to scheduling, logistics and attendees, minutes and delegates and Council representative reports. **Governance advice:** Advice relating to legislation, statutory requirements, decision making and meeting procedure, conduct and probity. **Enforcement matters:** Includes enforcement and appeals processes and updates	Description of matters section is included in the Councillor and Council Officer Interaction Protocol. **6. Description of Matters** **Policy direction and gaps, advocacy issues – including Council committees** Issues that relate to policy direction, gaps or contradictions in policy, advocacy issues, consideration of alternatives, impact analysis, forward scheduling, budget proposals, priority timetables, and the role, function and terms of reference of Council committees. **Service and project information** Project or service information, including project updates, issues that relate to interpretation of a policy, service levels, a perceived service failure, management response to emerging trends, information on priority of services, or scheduling of works within a project plan. **Operational service requests** Refer to the Councillor Request for Service Protocol. **Media and communications** Media and communications activity is set out in the Councillor Code of Conduct and in the Media Protocol. Routine media and communication includes media and communications approvals, clarification of scheduling, and media opportunity logistics. Complex or strategic media and communications includes messaging, communications strategies and plans, protocols, launches, conduct and coverage. **Council and community events** Planning and protocols for Council and community events is set out in Section 3 of the Councillor Support Major Policy. **Councillor support services** Resources and support available to Councillors are set out in Parts 2 and 4 of the Councillor Support Major Policy. **Phone/IT services**

Councillor Protocol content	Where will this content be captured if this document is revoked?
(no influence or direction is permitted). Planning matters (*Planning and Environment Act 1987*): Includes planning applications and appeals processes and updates (no influence or direction is permitted), and planning scheme classification. Conduct relating to Council Meetings, decision making in the community interest and planning forums is set out in the Code and Governance (Meeting Procedure) Local Law 2015.	Resources and support available to Councillors are set out in Section 5 of the Councillor Support Major Policy. **Committees administration** Details that relate to scheduling, logistics and attendees, minutes and delegates and Council representative reports. **Governance advice** Advice relating to legislation, statutory requirements, decision making and meeting procedure, conduct and probity. Councillors and Council staff who interact in a personal capacity are to refrain from discussing Council business. Members of Council staff who are residents and wish to speak to a Councillor/s may contact the Councillor outside of Council in their private capacity, not using Council equipment. To mitigate potential risks and unintended consequences, advice may be sought from Governance or their Manager to maintain the integrity of the Councillor and the staff member. **Access to Council Building** Councillors are provided access to all public meeting rooms. Councillors are also provided access to the Councillors' office and facilities, along with internal meeting rooms as required from time to time. Access to any other non-public areas require the approval of the Chief Executive Officer. **Enforcement matters** Councillors are prohibited from any involvement in any stage pertaining to matters of investigation or enforcement for any reason, pursuant to s 123(3)(c) of the *Local Government Act 2020*. This includes enforcement and appeals processes and updates (no influence or direction is permitted). **Planning matters** (*Planning and Environment Act 1987*) Includes planning applications and appeals processes and updates (no influence or direction is permitted), and planning scheme clarification. Conduct relating to Council Meetings, decision making in the community interest and planning forums is set out in the Councillor Code of Conduct and the Councillor Support Major Policy. **Requests for viewing Council files** A Councillor viewing a Council file must do so in the presence of the relevant Director, or Manager nominated by the Director. Documents cannot be removed from files or the Council premises (other than copies made available by the Chief Executive Officer/Director). Councillors be unable to access Council's electronic document management system, however copies of approved documents may be made electronically available (email or portal) by the Chief Executive Officer/Director. A Councillor requesting to view a public register must do so through the statutory process (filling out a form and viewing the register in the presence of a Council officer).

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Councillor Protocol content	Where will this content be captured if this document is revoked?

2.2 Councillor Request For Service Protocol

The purpose of this protocol is to provide a consistent and equitable process for Councillors requesting operational actions or services on behalf of community members. This process also applies when a Councillor identified operational or service issues that they would like to see addressed. The protocol ensures responses will provided in accordance with Council's service standards.

2.2.1 Service standards

In the interests of equity and transparency, a Councillor is unable to influence operational processes, or direct a particular outcome. Service requests by Councillors will be addressed through Council's established processes, and responded to within the set service standards (based on the resources available).

2.2.2 Process

Councillors may be contacted by community members in relation to an operational matter or service complaint. They may also identify areas for action (such as graffiti, potholes etc) as they travel around the municipality.

If a Councillor receives a request from a community member, it is recommended they provide the community member with the Customer Service contact details to log their own request, as this can often be the most expedient method (phone: 9249 4000, email: info@brimbank.vic.gov.au, website www.brimbank.vic.gov.au).

A Councillor has the option of logging the request using the Councillor Service Request function in the Councillor Portal.

The online request form will be directed to Customer Support Enhancement Officers, who will enter the request into Council's customer request system and allocate to the relevant department for investigation and response. They will also email the Councillor and community member (if applicable) a request number for

Para 2.2 is now incorporated into the Councillor Support (Major Policy):

6.3 Councillors requesting operational actions or services on behalf of community members

6.3.1 Service request management

Councillors often receive inquiries or complaints from community members about operational matters or service issues. They may also identify problem areas, such as graffiti or potholes, while traversing the municipality. When a Councillor receives a request, they can inform the community member that there is a process in place to handle service requests, and the request will be logged in the Council's customer request system.

Once logged, the service request is directed to the appropriate department for action, supervised by the relevant Director. The Director ensures that the Councillor is updated on actions taken and coordinates with them on who will inform the community member.

For the sake of fairness and transparency, a Councillor cannot influence operational processes or dictate a specific outcome. Service requests from Councillors are handled through the Council's established processes and are addressed within the set service standards, depending on available resources. Regular updates on the status of Councillor service requests are coordinated by the Customer Support department.

6.3.2 Service request process

A Councillor who receives or identifies an operational action request should email the details to crrequest@brimbank.vic.gov.au. Customer Support officers will then input the request into the Council's customer request system and assign it to the appropriate department for investigation and response. They will also provide a request number for reference to the Councillor and to the community member, if applicable.

To ensure an efficient response, Councillors are encouraged to provide as much information as possible. This includes details of the issue, time/date, location, and contact information of the community member, if applicable.

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Councillor Protocol content	Where will this content be captured if this document is revoked?
reference. To help officers respond efficiently, Councillors are asked to provide as much information as possible, including details of the matter, time/date, location, and contact details of the community member (if applicable). If a Councillor receives an email from a resident with a request for service, they can forward the email to communityrequests@brimbank.vic.gov.au. A Customer Support Enhancement Officer will enter the request into Council's customer request system directly. Councillors can also indicate if they prefer to respond directly to the community member (to advise them they have referred the complaint to Council officers for response/action), or if they would prefer the relevant department to do so. Once entered in Council's Customer Support System, the service request will be directed to the appropriate area for action, with oversight by the relevant Director. Updates on progress will be provided to Councillors through a weekly progress report.	Councillors can also specify whether they prefer to respond directly to the community member (informing them that they have referred the complaint to Council officers for action), or if they would rather have the relevant department do so. In line with the Victorian Ombudsman Good Practice Guide, once a resolution is reached, a Council officer should be in charge of sending and signing an outcome letter/email, particularly in response to a service complaint. Councillors will be provided with a fortnightly report that provides information about all open service requests (requests in progress), including investigation status, and any updates to the anticipated timeframe for resolution. All requests will be actioned in accordance with Council's service standards.
SECTION 3: PROTOCOLS – INFORMED DECISION MAKING **3.1 Chief Executive Officer – Meetings With Mayor** In recognition of the leadership roles of the Chief Executive Officer and the Mayor, regular meetings may be held. These meetings shall provide the opportunity of raising emerging issues (including stakeholders issues), that have the potential to impact on Council position or policy. Discussion shall seek to identify the most appropriate strategy or way forward in progressing such matters through Council.	Para 2.2 is now incorporated into the Councillor Support (Major Policy): 6. Chief Executive Officer meetings with Mayor 6.2 In recognition of the leadership roles of the *Chief Executive Officer* and the Mayor, regular meetings may be held. These meetings shall provide the opportunity of raising emerging issues (including stakeholders issues), that have the potential to impact on Council position or policy. Discussion shall seek to identify the most appropriate strategy or way forward in progressing such matters through Council. The Chief Executive Officer shall provide advice in relation to progressing matters within budgeted resources and Council Plan priorities and actions. This includes advice in respect of any operational issues raised by the Mayor.

Attachment 13.3.7

Councillor Protocol content	Where will this content be captured if this document is revoked?
The Chief Executive Officer shall provide advice in relation to progressing matters within budgeted resources and Council Plan priorities and actions. This includes advice in respect of any operational issues raised by the Mayor.	
3.2 Multi–Member Ward Representation Councillors will share information and work collaboratively with their fellow ward Councillor(s) on high level community or strategic, ward based issues and initiatives. In relation to sharing information, a Councillor will inform fellow ward Councillor(s), the Mayor and the Chief Executive Officer, and then the remaining Councillors if appropriate.	No longer relevant under single Wards.
3.3 Preparation Of Council Reports **3.3.1 Reports from the organisation** The organisation will provide professional advice and recommendations to Councillors in the form of reports to Council. The organisation will maintain a forward plan of proposed Council business for the upcoming fortnight and this shall be available to all Councillors on the Councillor Portal (updated weekly). A Portfolio Champion will be kept informed on upcoming issues through Portfolio meetings. The preparation and submission of such reports shall generally be based on: • Council Plan and Budget: Reports necessary to implement actions of the adopted Council Plan and Budget, and related policies, strategies, and plans. • Public interest: The proposal raises an issue of significant public interest. • Policy change: The proposal raises an issue of policy or process not covered by existing policy or practice. • Consultation: The proposal is considered to require community	Para 3.3.1 is now incorporated into the Councillor Support (Major Policy). The language had been revised for clarity.

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consultation to seek feedback from affected and interested communities and stakeholders • Public objection: The proposal has given rise to substantial public objection or appears likely to do so. • Consistency: The Chief Executive Officer or delegate recommends approval of the proposal, but such approval would be, or could reasonably appear to be, inconsistent with a previous decision or decisions by or on behalf of the Council. • Unbudgeted expenditure: Implementation of the proposal would require expenditure of Council funds, and such funds have not been specifically provided for in the budget. • Decision by Council: The Chief Executive Officer or delegate believes it is more appropriate the proposal or any issue arising in connection with it should be determined by the Council rather than the organisation. • Call-in of proposal: Any Councillor has indicated a desire to call in the proposal for Council decision. • Transparency: Appropriate reporting as determined by legislation, policy, plan and strategy.	**6.4 Reports from the Organisation** The organisation will provide professional advice and recommendations to Councillors via Council reports. A forward plan of proposed Council business for the upcoming fortnight will be maintained and made available to all Councillors on the Councillor Portal (updated weekly). Portfolio Champions will be updated on upcoming issues through Portfolio meetings. The preparation and submission of these reports will generally be based on: • **Council Plan and Budget:** These reports are necessary to implement actions of the adopted Council Plan and Budget, as well as related policies and strategies. • **Public Interest:** The proposal brings up an issue of significant public interest. • **Policy Change:** The proposal introduces an issue of policy or process not covered by existing policy or practice. • **Consultation:** The proposal is deemed to require community consultation to receive feedback from affected communities and stakeholders. • **Public Objection:** The proposal has caused substantial public objection or is likely to do so. • **Consistency:** The Chief Executive Officer or delegate recommends approval of the proposal, but such approval would be, or could reasonably appear to be, inconsistent with a previous decision or decisions. • **Unbudgeted Expenditure:** Implementation of the proposal would require expenditure of Council funds not specifically provided for in the budget. • **Decision by Council:** The Chief Executive Officer or delegate believes that the proposal or any issue arising from it should be decided by the Council rather than the organisation. • **Call-in of Proposal:** Any Councillor has expressed a desire to call in the proposal for Council consideration. • **Transparency:** Appropriate reporting as determined by legislation, policy, plan, and strategy.
3.4 Individual Councillors seeking the preparation of a report to Council can submit a Notice of Motion in accordance with the Governance (Meeting Procedure) Local Law No. 1. In the interests of good governance, a Notice of Motion should generally call for a report to Council on a matter relevant to the Council Plan, and should not commit action or resources without due assessment. It should also not be used to set Council agenda outside of the Council Plan and Budget, and adopted policies, strategies and plans.	Suggest not including this content because it aligns with the Governance (Meeting Procedure) Local Law No. 1 which has been revoked.
3.4 Councillor Request For Access To Information Protocol The purpose of this protocol is to provide a transparent and consistent process for	Councillor Access to Information Protocol is recommended to be revoked. Relevant content from that protocol to be included in the Councillor Support (Major Policy), Councillor Code of Conduct and Governance Rules.

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Councillors to be provided with relevant information by the organisation, to help them make informed decisions and fulfil their duties. A Councillor's primary points of contact for requesting information will be with the Chief Executive Officer and Directors (refer to Table 1). It is the responsibility of the Chief Executive Officer and Directors to coordinate timely and relevant information to Councillors via the Councillor Portal or appropriate meeting/briefing.	
3.4.1 Councillor Request for Information A Councillor will request information through the Chief Executive Officer or relevant Director through the Councillor Information Request function in the Councillor Portal. If a request is raised during a phone or in person conversation, it will be logged by the Councillor or the Director through the Councillor Portal. If the information is public, it will be made available on the Councillor Portal. If the information is Confidential or potentially restricted, the Councillor will also provide the purpose they require the information for. The Chief Executive Officer /Director will contact the Councillor to discuss the matter, and if the information is able to be disclosed, will organise a response as soon as possible via the Councillor Portal or appropriate meeting/briefing. Provisions relating to Confidentiality are set out in section 3.5. Councillors will not be able to access information that is protected by legislation (including the *Protected Disclosure Act 2012*, and *Privacy and Data Protection Act 2014*), designated as 'commercial in confidence ', is privileged legal advice, or contains Council officer records or details. A Councillor may request information under the *Freedom of Information Act 1982*. Requests will be processed in accordance with Council policy and statutory procedure. Councillors are unable to access Council's electronic document management system, however copies of approved documents may be made electronically available (via the Councillor portal) by the Chief Executive Officer/Director. A Councillor requesting to view a public register must do so through the appropriate statutory process.	As above. As above.

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– 3.4.1.1 Background/update briefing In some instances, it may be appropriate for the Chief Executive Officer/Director to organise a verbal briefing for a Councillor/s on a matter. This may be offered as a one-on-one briefing small group briefing open briefing or strategic briefing as determined as appropriate by the Chief Executive Offic er/Director. The matter may also be referred to the relevant Portfolio, if appropriate. – 3.4.1.2 Councillor requests for briefing Individual Councillors seeking a briefing on a matter to Council should convey the request to all Councillors for discussion at Councillor Only Time (COT) or via email request to the Mayor and Chief Executive Officer. The Chief Executive Officer may only proceed with preparation of a briefing following advice from the Mayor that a consensus view was reached on the need for a briefing or if the Chief Executive Officer considers it aligns with the strategic priorities of the Council Plan and/or policy. The Chief Executive Officer will assess the request, and if fulfil such a request requires use of significant resources, proposes substantial unplanned work or has a budget impact, will liaise with the Mayor to determine a suitable and timely response to the request, which may include reasons for declining the request for a briefing. In instances where a briefing is approved, all Councillors will be invited to attend the briefing or if more appropriate, a briefing item will be scheduled for a Councillor Briefing session or a written update will be provided through the Councillor Information Bulletin/Portal. – 3.4.1.3 Equity and no surprises Any written information (confidential or background), such as briefing notes prepared ahead of time for a Councillor, will be circulated/made available on the Councillor Portal to all Councillors if relevant, to ensure everyone has access to the same information.	As above.
3.5 Dealing With Confidential Information	

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In the course of conducting Council business, information of a confidential nature may be brought to the attention of Councillors or management. There will be occasions, where due to factors such as timing and sensitivity of a matter, the information may not be able to be shared more broadly by Councillors or management. Councillors and management will work within the statutory requirements and provisions guiding access to confidential information as part of the decision-making process. These are referenced in section 2.4.2 of the Code and elsewhere in the Councillor Protocol. It is the responsibility of the Councillor to confidentially store and appropriately dispose of any confidential information received in the course of their official duties.	
3.6 Councillor Conflict Of Interest Section 2.4.4 of the Code references Councillors conflict of interest obligations under the Act. Section 2.1 of the Councillor Transparency Policy specifically sets out requirements, as provided in the *Local Government Act 1989* (*the*	Conflict of interest is captured in Chapter 5 of the Councillor Code of Conduct.

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Act), for the types of conflict of interest that must be disclosed. This protocol provides a transparent and consistent process for Councillors to assess their connections with matters coming before Council, and disclose any conflict of interest in accordance with *the Act* and the Code. Transparent decision making is underpinned by the trust the community has in its decision makers. Councillors uphold that trust by ensuring their participation in the decision making process is unbiased, and by avoiding both real and perceived conflict of interest. The decision about whether a conflict of interest exists can only rest with the ind Councillors will avoid the perception of, and/or actual conflict of interest that may be created by the acceptance of gifts and hospitality. Councillors will consider if they have any connection to a matter that is, or likely to become, the subject of Council consideration and assess whether they have a conflict of interest as defined by the Act, or a conflicting personal interest that means they should not be involved in discussion or decision making about the matter. General guidance regarding conflict of interest may be provided by the Chief Executive Officer, Director Advocacy Partnerships and Community, or Manager Governance, however Councillors are advised to seek independent legal advice about their specific circumstances, if required.	**5 CONFLICT OF INTEREST** 15 Councillor Code Of Conduct **5.1 Disclosure of conflicts of interest** If a Councillor has a conflict of interest in a matter which is to be considered or discussed at a meeting of Council or a delegated committee, a meeting of a community asset committee, or any other meeting held under the auspices of Council, the Councillor must, if he or she is attending the meeting, disclose the conflict of interest in accordance with the Governance Rules (unless any of the exemptions apply) and exclude themselves from the decision making process in relation to the matter. A Councillor may have a 'general' or a 'material' conflict of interest in a matter being considered at a meeting. A Councillor has a 'general' conflict of interest in a matter if an impartial, fair-minded person would consider that the Councillor's private interests could result in the Councillor acting in a manner that is contrary to their public duty. For the purposes of general conflict of interest: - 'private interests' means any direct or indirect interest of a Councillor that does not derive from their public duty and does not include an interest that is only a matter of personal opinion or belief. - 'public duty' means the responsibilities and obligations that a Councillor has to members of the public in their role as a relevant person. A Councillor has a 'material' conflict of interest in respect of a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter. The benefit may arise or the loss incurred: - directly or indirectly; or - in a pecuniary or non-pecuniary form. For the purposes of a material conflict of interest, any of the following is an 'affected person': - The Councillor. - A family member of the Councillor. - A body corporate of which the Councillor or their spouse or domestic partner is a Director or a member of the governing body. - An employer of the Councillor, unless the employer is a public body. - A business partner of the Councillor. - A person for whom the Councillor is a consultant, contractor or agent. - A benefit under a trust or an object of a discretionary trust of which the Councillor is a trustee. - A person from whom the Councillor has received a disclosable gift (i.e. exceeding $500 in value). **5.2 Personal responsibility** Councillors acknowledge that they must be clear about their associations with parties external to Council and to avoid conflict between those associations and their role as Councillors. It is the personal legal obligation of every Councillor to form her or his own view as to whether a conflict of interest exists, and to disclose any such conflict. Councillors are able to seek their own independent legal advice in relation to any of their conflict of interest matters. Council will not be

Councillor Protocol content	Where will this content be captured if this document is revoked?
3.6.1 Council, Special Committee, Audit Committee and Section 223/Major Policy (Hearing of Submissions) Committee Meetings If a Councillor has a conflict of interest in a matter that is to be considered or discussed at a Council, Special Committee, Audit Committee or Section 223/Major Policy (Hearing of Submissions) Committee meeting, they will formally disclose the interest for recording in the minutes. This applies even if the meeting is closed to the public. The disclosure will be made immediately before the matter is considered and will include: The type of interest - direct interest or one of the six types of indirect interest as defined by the Act, and a brief description of the nature of the interest. The Councillor will need to leave the meeting, prior to the commencement of any discussion, and not remain in an area where they can see or hear the proceedings of the meeting, until the matter has been concluded. If a disclosure would include information that is confidential or private (particularly if it involves another person), a Councillor may make a full disclosure to the Chief Executive Officer in writing before the meeting. If a written disclosure is made, the Councillor will only disclose the type of interest (not the nature) at the meeting.	Procedure for disclosing conflicts of interest is captured in Chapter 5 of the Governance Rules. This content is also out of date and reflects the old conflict of interest regime that was replaced in 2020. **Chapter 5 – Disclosure of Conflicts of Interest** **2. Disclosure of a Conflict of Interest at a Council Meeting** A Councillor who has a conflict of interest in a matter being considered at a *Council meeting* at which they: 2.1 are *in attendance* must disclose that conflict of interest by explaining the nature of the conflict of interest to those in attendance at the *Council meeting* immediately before the matter is considered, indicating whether it is a general conflict of interest or a material conflict of interest; or 2.2 intend to *attend* must disclose that conflict of interest by providing to the *Chief Executive Officer* before the *Council meeting* commences a written notice: 2.2.1 advising of the conflict of interest; 2.2.2 explaining the nature of the conflict of interest, and indicating whether it is a general conflict of interest or a material conflict of interest; and 2.2.3 detailing, if the nature of the conflict of interest involves a Councillor's relationship with or a gift from another person, the: (a) name of the other person; (b) nature of the relationship with that other person or the date of receipt, value and type of gift received from the other person; and (c) nature of that other person's interest in the matter, and then immediately before the matter is considered at the meeting announcing to those *in attendance* that they have a conflict of interest and that a written notice has been given to the *Chief Executive Officer* under this sub-Rule. The Councillor must, in either event, leave the *Council meeting* immediately after giving the explanation or making the announcement (as the case may be) and not return to the meeting until after the matter has been disposed of. **3. Disclosure of Conflict of Interest at a Delegated Committee Meeting** A *Member of a Delegated Committee* who has a conflict of interest in a matter being considered at a *Delegated Committee* meeting at which they: 3.1 are *in attendance* must disclose that conflict of interest by explaining the nature of the conflict of interest to those *in attendance* at the *Delegated Committee* meeting immediately before the matter is considered, and indicating whether it is a general conflict of interest or a material conflict of interest; or 3.2 intend to *attend* must disclose that conflict of interest by providing to the *Chief Executive Officer* before the *Delegated Committee* meeting commences a written notice:

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3.6.2 Assemblies of Council An Assembly of Council means a planned or scheduled meeting involving at least half of the Councillors and one Council officer, or an Advisory Committee with at least one Councillor in attendance, which considers matters intended or likely to be the subject of a Council decision, or subject to the exercise of a function, duty, or power of the Council under delegation by a special committee or a Council officer. If a Councillor attending an Assembly of Council realises they have a conflict of interest in relation to a matter to be (or being) considered, the Councillor must disclose the conflict of interest to the Assembly, and leave the Assembly while the matter is being discussed. It is not necessary to disclose the type and nature of a conflict of interest at an Assembly of Council.	Assemblies of Councils are now dealt with as Meetings under the auspices of Council and conflicts managed in the same way as other meetings.
3.6.3 Conflicting Personal Interests If a Councillor believes that a friendship or connection is too close to allow them to vote impartially at a Council or Special Committee Meeting, or if there is a reasonable likelihood that it will be perceived as a conflict with public duties (but it is not a conflict of interest as defined by the Act), they may, immediately before the matter is considered, request that the Council exempts them from voting on the matter. The Councillor must give reasons in support of their request. If the meeting exempts them from voting, the Councillor must leave the meeting (as if they had a conflict of interest) and the conflict personal interest will be recorded in the minutes. The Council/Special Committee must vote to exempt, and will not unreasonably deny a request to be exempt from voting on the grounds of a conflict personal interest.	Procedure for disclosing conflicts of interest is captured in Chapter 5 of the Governance Rules. This content is also out of date and reflects the old conflict of interest regime that was replaced in 2020.
3.6.4 Exemptions There are certain situations when a Councillor is not considered to have a conflict of interest. The exemptions include when a Councillor has an interest in common with a large class of persons, an interest is very remote or insignificant, or if a Councillor has no knowledge of the conflict. Additionally, there are exemptions for matters where Councillors would normally be expected to vote as a matter of Council business, such as when appointing delegates or representatives or electing the	As above.

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Mayor. The full list of exemptions is provided in the *the Act*.	
3.6.5 Accountability and Reporting Conflict of interest will be recorded in accordance with the Councillor Transparency Policy.	As above
3.7 Councillor Gifts And Hospitality The purpose of this protocol is to provide a transparent and consistent process for Councillors accepting and declaring gifts that will assist in demonstrating their fair and impartial conduct, including avoiding conflict of interest and/or perceptions of conflict of interest. Councillors will aim to be ethical, fair and honest in the conduct of official duties and not seek, solicit or use their position, to gain gifts, benefit or hospitality. It is the responsibility of a Councillor to disclose the receipt of a gift in accordance with the Act, the Code, the Councillor Gifts and Hospitality Policy, the Councillor Transparency Policy and this protocol. The giving and receiving of civic gifts will be determined in accordance with the Councillor Gifts and Hospitality Policy.	Councillor Gifts and Hospitality is covered in detail in the Councillor Gifts, Benefits and Hospitality Policy.
3.7.1 Acceptance and declaration of gifts A Councillor offered a gift or hospitality will carefully consider the purpose of the offer, whether it relates to the official business of Council, the proportionality of the gift or hospitality offered and the impact on public trust if the offer is to be accepted. A Councillor will declare all offers, and acceptance, of a gift or hospitality by completing a declaration of gift form and submitting this to the Manager Governance for inclusion in Council's Gifts and Hospitality Register. The form will be submitted within one (1) month of the acceptance of the gift. Reasonable hospitality received by a Councillor at an event or function they attend in their official capacity does not need to be declared as a gift. Strategic	As above.

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advocacy hospitality will need to be declared using the declaration of gift form.	
3.7.2 Civic gifts The giving of a civic gift by, or on behalf of, Council, should be made in a consistent and equitable manner in accordance with the Councillor Gifts and Hospitality Policy in order to avoid perceptions of improper relationships, and to ensure the proper use of Council resources. A Councillor proposing to give a civic gift will circulate the recommendation to all other Councillors. The Mayor will refer any proposed civic gifts to the Chief Executive Official to make arrangements for the purchase or supply of the gift.	As above.
3.8 Councillor Reimbursement Of Support Expenses The protocol for Councillor reimbursements of support expenses is set out in the Councillor Support Major Policy.	Councillor expenses are covered in the Councillor Support (Major Policy).
SECTION 4: PROTOCOLS – CITY REPRESENTATION 4.1 Representation Overview Opportunities for the Mayor, Deputy Mayor and Councillors to represent the City will arise through a range of mechanisms including advocacy, media activity, event attendance and contribution to external publications. The hierarchy for determining the appropriate Council spokesperson or representative, is at Table 2. The Mayor and Deputy Mayor may, by mutual agreement at the commencement of their term, allow the Mayor to request the appropriate Portfolio Champion represent the Mayor (instead of the Deputy Mayor) for certain spokesperson and representative opportunities.	All of Section 4 has been incorporated into the Councillor Code of Conduct:

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Tier	Spokesperson Or Representative
1	Mayor / Deputy Mayor
2	Appropriate Portfolio Champion (subject matter expert)
3	Ward Councillors, operating on a rotational basis

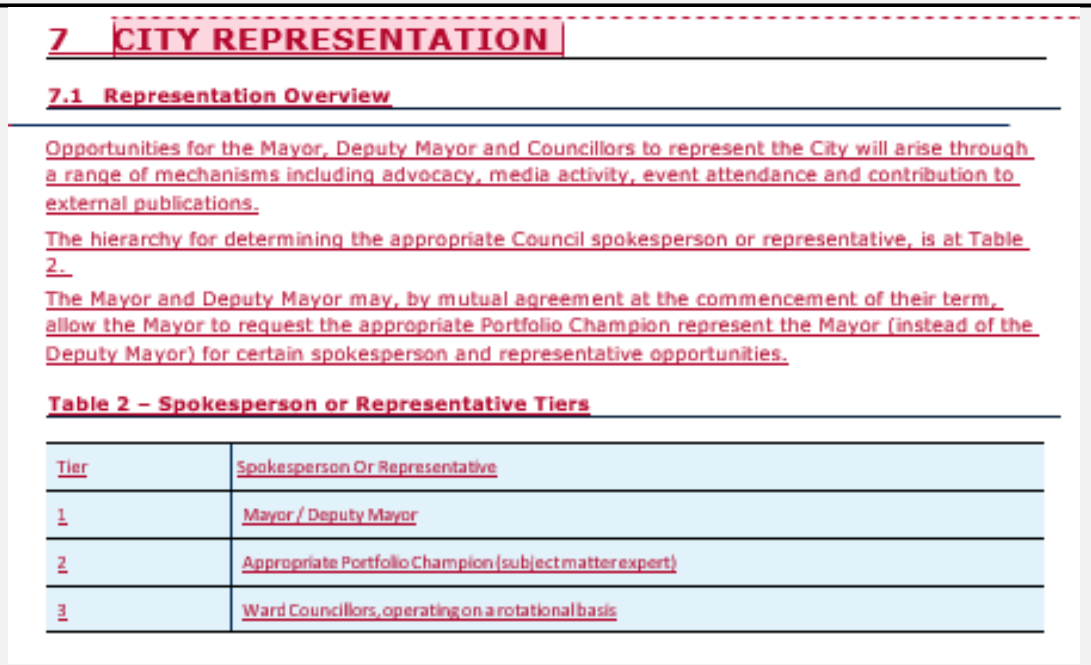
Table 2 – Spokesperson Or Representative Tiers

Where requested by a community group/organisation, and as appropriate, Councillors with culturally and linguistically diverse backgrounds may be invited by the Mayor to speak in their community language at an event, in addition to the nominated Councillor spokesperson (Table 2).

The following protocols outline the processes by which opportunities will be progressed and allocated. As a general rule, when making an allocation, the key message or subject matter associated with an opportunity will dictate which Portfolio it falls within.

Where there is potential Portfolio overlap, an opportunity will be referred to relevant Portfolio Champions for a decision. If no agreement can be reached, or if the Mayor is unable to be contacted within deadline, or where the decision of the Media and Communications team or the Councillor Support Team is (or is likely to be) disputed, the Director Advocacy, Partnerships and Community shall be the referral point and final decision maker.

Representations to/by Members of Parliament will be dealt with in accordance with section 2.4.6 of the Code. Style and naming conventions in relation to Council plaques will be in accordance with the Place Naming Policy.



7 CITY REPRESENTATION

7.1 Representation Overview

Opportunities for the Mayor, Deputy Mayor and Councillors to represent the City will arise through a range of mechanisms including advocacy, media activity, event attendance and contribution to external publications.

The hierarchy for determining the appropriate Council spokesperson or representative, is at Table 2.

The Mayor and Deputy Mayor may, by mutual agreement at the commencement of their term, allow the Mayor to request the appropriate Portfolio Champion represent the Mayor (instead of the Deputy Mayor) for certain spokesperson and representative opportunities.

Table 2 – Spokesperson or Representative Tiers

Tier	Spokesperson Or Representative
1	Mayor / Deputy Mayor
2	Appropriate Portfolio Champion (subject matter expert)
3	Ward Councillors, operating on a rotational basis

(this is just a section not the whole Chapter).

4.2 General Principles

The following protocol acknowledges the Mayor is the principal spokesperson for the Council and that exceptions will only be made as specified below or on the basis of the professional judgement of the Media & Communications Department (Media Team).

As above.

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In particular, the Mayor is the official media spokesperson on behalf of Council, where Council has an official position on the matter and where the matter is of a political, controversial, sensitive or emergency nature. These include: • Issues relating to the strategic direction of Council and Brimbank City Council • Issues relating to policy and Council decisions • State-wide or Federal political issues affecting local government • Local issues that impact the community that do not relate directly to Council services and functions • Announcements or commentary relating to premier events, major projects or key community infrastructure being undertaken by Brimbank City Council If the Mayor is unavailable as spokesperson or has a conflict of interest in relation to the matter, the Deputy Mayor will become the primary spokesperson. If the Deputy Mayor is unavailable or has a conflict of interest in relation to the matter, the appropriate Portfolio Chair will be become the primary spokesperson. See Table 2 for further information on Spokesperson tiers. A Councillor acting as an authorised spokesperson in line with this protocol has a responsibility to represent Council position in relation to a matter. If that Councillor wishes to express a personal view which differs from an adopted position, they are obliged to identify that the opinion or view is their own, and does not represent the position of Council; nor should that view be expressed in the context of a spokesperson opportunity facilitated by Brimbank City Council.	
4.3 Chief Executive Officer The Chief Executive Officer is the official spokesperson for all operational matters relating to Brimbank City Council, including: • Staffing and structure of the	As above.

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organisation • Corporate issues relating to service provision or the day-to-day business of Council. The Chief Executive Officer may delegate their media authority to a Council Officer. 4.3.1 Delegations Council Officers delegated to make statements to the media or authorise the issue of media releases are: • Chief Executive Officer • Directors • Manager Media & Communications	
4.4 Media Enquiries For the purposes of this section, approaches from the media are categorised into three types: • Where the media contacts a Councillor directly • Where the media contacts Brimbank City Council requesting a comment specifically from the Mayor or an individual Councillor • Where the media contacts Brimbank City Council requesting general comment or information without specifying the preferred respondent. All media enquiries, whether received by the Mayor, other Councillors or Council officers, should be directed to the Media Team. Media enquiries should be treated as a priority, with requests passed onto the Media Team as soon as is practicable after receipt, and conducted in accordance with this policy. The Media Team will deal with media inquiries and the delegation of media enquiries/comment in accordance with this policy. It will provide appropriate advice on how to respond to media enquiries and draft official comments. Where the media contacts the Mayor or a Councillor directly (type A), they should make no comment on behalf of Council, advise the media that the Media Team	As above.

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will make contact, and inform the Media Team as soon as practicable. Where the media contacts Brimbank City Council requesting a comment from, or an interview with, the Mayor or a particular Councillor (type B), the Media Team will determine who should be spokesperson, advise the appropriate media outlet and act accordingly (either through providing an approved written response such as a media statement or quote, or producing materials such as FAQs in preparation for an interview with spokesperson).	
4.5 Where the media contacts Brimbank City Council requesting a response from an unspecified spokesperson or is otherwise seeking a comment from Brimbank City Council (type C), the Media Team will establish the most appropriate spokesperson according to the order of priorities specified in Table 2 such that if and when the first priority for a spokesperson is reasonably determined by the Media Team to be unavailable or otherwise declines to be the spokesperson, the second priority for spokesperson will be approached, and so on. Table 2 only applies to situations which are not related to operational matters. In operational matters, the spokesperson will be the CEO or a Council official delegated to act as spokesperson by the CEO. Table 2 also assumes two circumstances in which a graduation to the next tier would occur: • Unavailability of the Mayor or appropriate Councillor • A conflict of interest where it is inappropriate for the Mayor or appropriate Councillor to speak on the issue • On occasion and at the discretion of the CEO or delegate, the tier process may be supplanted by a decision to nominate a particular Councillor as spokesperson on the basis of newsworthiness, an acknowledged association with the issue or other factors. An example may be in a case where a conflict of interest prevents the Mayor from being a spokesperson, in which case the appropriate Portfolio Chair may supersede the Deputy Mayor. In such cases, approval from the standard protocol would be sought from the Mayor.	As above.

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4.4.1 Photo opportunities Where the request from media is for a photo opportunity, the same protocols and tiered approach will apply. Only the Mayor can participate in a formal, scheduled photo opportunity with media except for reasons of unavailability or conflict of interest. At the discretion of the CEO or appropriate Council Officer (Director, Manager Media & Communications), other Councillors may participate in a photo opportunity as well, subject to the Mayor's approval, including for cultural publications. It is acknowledged that photo opportunities at events will often be of an informal and unscheduled nature in which participation by multiple Councillors will be inevitable and encouraged. The protocol above applies only to scheduled photo opportunities as requested by media.	As above.
4.4.2 Generating media Media Releases will be proactivity issued by the Brimbank City Council on a regular basis to assist media and community understanding of a Council position in relation to any matter. In creating and issuing Media Releases, the following protocol will apply: • The Media Team will determine who is to be quoted, in accordance with Table 2. • The Media Team will determine key quotes in consultation with the appropriate Directorate and then seek approval from the Mayor and/or any Councillor being quoted. • The Media Team will circulate final copies of all Media Releases to all Councillors.	As above.
4.4.3 Media Team support to Councillors If a Councillor wishes to express a personal view to media which differs from	As above.

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an adopted position, they are not acting as the authorised spokesperson on Council matters or positions as described in this protocol, and therefore the Media Team's resources are not available to them. The Media Team aims to ensure that all Councillors are kept informed and updated on media issues relating to Brimbank City Council. In doing so, a Brimbank Council Media Report will be issued each week, and other ad hoc updates will be provided as extraordinary circumstances require. A member of the Media Team will generally accompany the Mayor or other Councillor, if required, when interviews or photo opportunities are being conducted. Opportunities to contribute to publications produced by external sources (e.g. articles) will entail preparation of appropriate content by the Media Team under the byline of the Mayor or, if appropriate, the relevant spokesperson as indicated in Table 2.	
4.5 Social Media Use By Councillors Social media provides opportunities for dynamic and interactive two-way communication between Councillors and their constituents. Social media is not considered any different from existing personal communications (eg, email, letter, face to face conversation) that Councillors engage in. Brimbank City Council acknowledges that Councillors will have and manage their own social media accounts. These communications activities do not require approval from Council officers. However, the following broad principles will apply to personal social media use: • ouncillors must not represent their views and opinions on personal social media accounts as being the official views of Brimbank City Council, unless in accordance with agreed and published Council policy. • ouncillors should not use personal social media accounts to comment on Council matters which are confidential in nature. • Councillors should not use personal social media accounts to publicly	As above.

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Councillor Protocol content	Where will this content be captured if this document is revoked?
dispute or rebuke the views of other Councillors or Council Officers. • Councillors should not use personal social media accounts to indicate their disagreement with agreed and published Council policy. Where Councillors publish social media content in a personal capacity from personal accounts that makes reference to Brimbank City Council, its staff, policies or services, its suppliers or other stakeholders, or any Council-related issues, that content will considered to be bound by the requirements of Brimbank City Council in regards to social media use. In such instances, the following content is not permitted under any circumstances nor limited to: • Abusive, profane or sexual language • Content not relating to the subject matter of that blog, board, forum or site • Content which is false or misleading • Confidential information about Council or third parties • Copyright or trademark protected materials • Discriminatory material in relation to a person or group based on age, colour, creed, disability, family status, gender, nationality, marital status, parental status, political opinion/affiliation, pregnancy or potential pregnancy, race or social origin, religious beliefs/activity, responsibilities, sex or sexual orientation • Illegal material or materials designed to encourage law breaking • Materials that could compromise Council, employee or system safety • aterials which would breach applicable laws (defamation, privacy, trade practices, rules and regulations, fair use, trademarks) • Material that would offend contemporary standards of taste and decency • Material which would bring the Council into disrepute • Personal details or references to Council staff or third parties which may breach privacy laws • Spam, meaning the distribution of unsolicited bulk electronic messages	

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Councillor Protocol content	Where will this content be captured if this document is revoked?
• Statements which may be considered to be bullying or harassment.	
4.6 For the purposes of this policy, social media encompasses but is not limited to the following digital spaces where people may comment, contribute, create, forward, post, upload and share content: • Websites • Emails • Blogs • Bulletin boards • Citizen journalism and news sites • Forums and discussion boards • Instant messaging facilities • Micro blogging sites (e.g. Twitter) • Online encyclopaedias (e.g. Wikipedia) • Podcasts • Social networking sites (e.g. Facebook, MySpace, Bebo, Friendster, LinkedIn) • Video and photo sharing sites (e.g. Flickr, YouTube) • Wikis • Any other websites that allow individuals to use simple publishing tools or new technologies emerging from the digital environment. As the personal views of Councillors are usually likely to be associated by external audiences with the views of Council, Councillors will be held to a high degree of responsibility in regards to personal use of social media. Council social media sites that have been set up by Council offic ers are considered official channels of Council, and current conventions applied to existing communications channels apply. These conventions include the Mayor being	As above.

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Councillor Protocol content	Where will this content be captured if this document is revoked?
the nominated spokesperson of Council, except where the tiered approach in Table 2 is utilised.	
4.6 Representing The City at Civic Events, Functions and Delegations 4.6.1 Opportunities generated through Council organised, partnered and sponsored events* As chief representative and spokesperson for Council, the Mayor is given first opportunity to formally represent Council at functions and events organised, partnered or sponsored by Brimbank City Council. An event organised by Council is one that is a designated Brimbank City Council event – e.g. the opening of a facility, a policy announcement, a cultural or community event. An event partnered by Council would usually be one that has been instigated by a State of Federal Government Department or Minister's office for the purpose of a joint media announcement or one with particular relevance to Brimbank City Council. An event sponsored by Council is one with Brimbank City Council funding or in-kind support towards the staging of an event or function. This does include funding provided through the purchase of tickets or seating at events and functions once the event has been announced and promoted. For functions and events organised, partnered or sponsored by Brimbank City Council where the Mayor is unavailable, the invitation is first forwarded to the Deputy Mayor, then the relevant Portfolio Chair if the Deputy Mayor is also unavailable, then via the same tiered process outlined in Table 2. On occasion and at the discretion of the CEO, the tier process may be supplanted by a decision to nominate a particular Councillor as an event representative on the basis of newsworthiness, an acknowledged association with the event or other factors. In such cases the Mayor's approval would be sought.	As above.

Councillor Protocol content	Where will this content be captured if this document is revoked?
4.6.1.1 Speeches All civic events commitments are placed in the appropriate representative's diary by Councillor Support, which then submits a speech request to Media & Communications. A speech request is required, in normal circumstances, six weeks prior to the event taking place. Additional time will be required if translations are needed. Speechwriting support is only offered for events where the Mayor has accepted to speak. If a Councillor attending an event in their official role is invited to speak ad hoc at the event, they are able to do so, but must inform the Mayor and Manager Governance afterwards. Speechwriting support is not able to be provided for Councillors who wish to speak at functions outside of their official role as a Brimbank City Council representative.	As above.
4.6.1.2 MC Role A distinction is made, for the purposes of Council organised, partnered and sponsored events, between the Mayor or a Councillor providing formal representation, and another individual serving as the Master of Ceremonies (MC) for the event. An MC may be the CEO, a Council officer (e.g. a Director) or a non-Council individual serving in the role for reasons of professional experience and appropriateness (e.g. a professional entertainer or speaker at a cultural event). The role of the MC will include introducing the Mayor or relevant Councillor to conduct their ceremonial role and/or provide a speech. The role of MC is not intended to supplant any of the formal or ceremonial aspects of a Mayor or Councillor, nor would it be represented as such.	As above.
4.6.1.3 Running Sheet All Councillors formally attending an event where Council's participation	As above.

Councillor Protocol content	Where will this content be captured if this document is revoked?
includes the preparation of a Running Sheet should familiarise themselves with that Running Sheet prior to the event and be familiar with: - The protocols that will apply at the event - The restrictions that may apply on participation in photo opportunities – i.e. an event partnered with the State Government may require that only the Mayor participate in a photo or video opportunity with the relevant Minister - The formal or ceremonial roles that Councillors may be requested to play.	
4.6.2 Opportunities received directly by Councillors and Council from external sources - 4.6.2.1 Invitations received by the Mayor As the chief representative of Council, the Mayor will be approached by stakeholders to participate in events, functions and activities important and relevant to Brimbank. Such requests will be considered by Councillor Support in the first instance. Councillor Support will liaise with the appropriate Directorate to assess the importance and relevance of the event, and the appropriateness of formal Council attendance, participation and contributions (e.g. speech or ceremonial role). It will be at the discretion of the appropriate Director, with reference to the CEO as appropriate, to determine if Council should play such a role. If the nature of the event suggests it may be valuable to have Brimbank City Council participation and the Mayor is unavailable, the event organiser will be approached by Councillor Support regarding representation by another Councillor. If the event organiser agrees, the opportunity will be referred to the Deputy Mayor in the first instance. If unavailable, the opportunity will be offered to other Councillors via the same tiered process outlined in Table 2.	As above.
- 4.6.2.2 Invitations received by the Deputy Mayor and Councillors	As above.

Attachment 13.3.7

Councillor Protocol content	Where will this content be captured if this document is revoked?
The Deputy Mayor and Councillors will receive invitations in an individual capacity to represent Council. These may be received in acknowledgement of portfolio or cultural responsibilities or in response to established relationships with city stakeholders. If the event is one in which the Councillor would not be formally representing Council, but attending on the basis of personal relationships with stakeholders or within the community, there would be no formal Council involvement or contribution. The Councillor should not represent themselves as attending or participating in the event on behalf of Brimbank City Council. If the event is one in which the Councillor would be formally representing Council, Councillors will forward the details to Councillor Support, which will liaise with the appropriate Directorate to assess the importance and relevance of the event. If a Councillor receives an invitation to a cultural or specific interest event, they will send the invitation to Councillor Support. Councillor Support will liaise with the appropriate Directorate to assess the relevance of the event, and appropriateness of formal Council attendance. Councillor Support will provide all invitations to the Mayor for their assessment and/or approval, in accordance with the Councillor Support Major Policy requirements. If approved, Councillor Support will advise the Councillor. If not approved, the Mayor will discuss their decision with Councillor directly. If the event is deemed appropriate for that Councillor's attendance and contribution (e.g. speech), Councillor Support will confirm the commitment with the event organiser on behalf of the Councillor. If the opportunity is transferable, Councillors should consider referring the invitation to the relevant Portfolio Councillor.	
4.6.2.3 Invitations received by Council Where an external source approaches Council directly with a view to	As above.

Attachment 13.3.7

Councillor Protocol content	Where will this content be captured if this document is revoked?
seeking representation by a Councillor, Councillor Support will first liaise with the appropriate Directorate to assess the importance and relevance of the event. If it is deemed suitable, the Mayor will first be approached. If the Mayor declines the invitation and an alternative Councillor is considered acceptable to the organising body, the opportunity will be offered to other Councillors via the same tiered process outlined in Table 2.	
4.6.2.4 Support for Councillor Representation In representing Council at events, functions and delegations, Councillors may require support in the form of speech notes, presentations and background information. This support shall be arranged through Councillor Support, who will forward the relevant requests to the Media Team.	As above.
4.6.2.5 Access to tickets for Council organised or sponsored events As the organiser or sponsor of a number of key cultural, community, business and sporting events in Brimbank, there will be ticketing opportunities for Councillors, the administration and stakeholders. It is important to have a transparent and accountable system of allocation of tickets. The process supporting allocation allows Council to use tickets in a strategic way to maximise the profit and relationship opportunities for Brimbank City Council and shall be guided by the following principles: - The need to ensure Council is appropriately represented at all sponsored and organised events - That City representation involves participation of Councillors and senior Council offic ers - That where limited tickets are available in the proposed allocation to Councillors, priority shall be given to the Mayor, Deputy Mayor and relevant Portfolio Champion - Ticketing should be used for the primary purpose of further developing and enhancing Council relationships with stakeholders, and so Council offic er representation may also occur	As above.

Attachment 13.3.7

Councillor Protocol content	Where will this content be captured if this document is revoked?
- Allocated tickets should be used. Unused tickets represent a loss in profit and stakeholder relationship opportunities All other event attendance and ticketing in relation to procuring a 'table' for Council will be dealt with in accordance with section 3 of the Councillor Support Major Policy.	
4.6.2.6 Requests for Council support or funding for events Councillors approached for Council support or funding for events and activities must first raise the matter with the relevant Director for consideration in accordance with Council policy and guidelines under specific programs and projects. These policies and guidelines ensure that assessment processes are fair, transparent and accountable.	As above.
4.1 Mayoral Robe and Chain The Mayoral robe and chain signify the office of the Mayor. The Mayor may choose to wear one or both at official functions of the Council. The Mayor will act as custodian of the robe and chain, and liaise with Councillor Support to make any necessary security arrangements. Given its significant value, the chain is only able to be worn at functions held at the Brimbank Council Offices, Citizenship ceremonies, school visits, or where appropriate security measures are in place.	As above.

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SECTION 5: RELATED POLICIES AND RESOURCES

- Councillor Code of Conduct
- Councillor Support Major Policy
- Councillor Transparency Policy
- Councillor Respectful Conduct Policy
- Councillor Portfolio Policy 2019
- Place Naming Policy
- Councillor Gifts Protocol and Declaration of Gift Form
- Conduct During Elections Policy 2019
- *Local Government Act 1989*

REFERENCES

City of Melbourne Councillor Protocol

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AMENDMENT OF POLICY

Amendment of Policy	Reviewed Date	Reason for Amendment	Next Review Date
	February 2020	Status as Major Policy New standalone policy (incorporated by reference in the Code)	February 2021

Date Approved by Council –

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Brimbank City Council

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Councillor Respectful Conduct Policy

February 2020

Attachment 13.3.8

Ready reckoner

Councillor Respectful Conduct Policy 2020 content	Where will this content be captured if this policy is revoked?
1: PURPOSE Councillors - through their Code of Conduct- have committed to work together with one another in a respectful and constructive manner to achieve the goals and vision for the City of Brimbank. Councillors have acknowledged they have been elected by the community to a position of significant responsibility with the expectation that they will act in accordance with accepted values of our society. The purpose of the Councillor Respectful Conduct Policy 2020 is to establish a framework to identify and manage inappropriate conduct by Councillors that falls short of this standard. This policy reflects the obligations on Council to promote and support a workplace that is free from unlawful discrimination, sexual harassment, victimisation, racial and religious vilification, and workplace bullying, and comply with applicable laws contained in relevant legislation.	Purpose section not substantive content
2. Scope This policy applies to Councillors with respect to their conduct towards fellow Councillors and Council officers. For the avoidance of doubt, this policy applies equally to all Councillors, including the Mayor and Deputy Mayor. This policy is incorporated in the Councillor Code of Conduct. Nothing in this policy changes or detracts from the operation of other provisions in the Councillor Code of Conduct, nor any legislation setting out alternative avenues that may be available to a Councillor or Councillors in respect of matters mentioned in this policy. The processes outlined in this policy may run concurrently with any	Scope section not substantive content

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Councillor Respectful Conduct Policy 2020 content	Where will this content be captured if this policy is revoked?
processes set out in the Councillor Code of Conduct, the Local Government Act 1989 and any other legislation. Council has separate policies regarding unlawful discrimination, sexual harassment, victimisation, racial and religious vilification and workplace bullying that applies to Council employees. This policy applies when Councillors are conducting the business of Council or acting as a representative of Council, irrespective of location, during or outside normal Council hours. This policy sits independently of, and neither changes nor detracts from, the Governance (Meeting Procedure) Local Law No.1 2015	
3. Policy The Council is committed to upholding the principle of equal opportunity by treating all people with dignity and respect. Council will not tolerate disrespectful conduct by Councillors, namely conduct that would amount to unlawful discrimination, harassment (including sexual harassment), victimisation, exclusion, racial and religious vilification or workplace bullying if the Councillor were an employee of Council.	This section covered in Treatment of Others section of the Code of Conduct **3.1 Treatment of others** A Councillor must, in performing the role of a Councillor, treat other Councillors, members of Council staff, the municipal community and members of the public with dignity, fairness, objectivity, courtesy and respect, including by ensuring that the Councillor: a) takes positive action to eliminate discrimination, sexual harassment and victimisation in accordance with the Equal Opportunity Act 2010 ; and b) supports the Council in fulfilling its obligation to achieve and promote gender equality; and c) does not engage in abusive, obscene or threatening behaviour in their dealings with members of the public, Council staff and Councillors; and d) in considering the diversity of interests and needs of the municipal community, treats all persons with respect and has due regard for their opinions, beliefs, rights and responsibilities.
3.1 Unlawful discrimination Unlawful discrimination means direct or indirect discrimination on the basis of a protected attribute. Protected attributes are specifically listed in anti-discrimination legislation. Protected attributes include the following: • Age • Breastfeeding • Disability • Employment activity	This section replicates s6 of the Equal Opportunity Act. Duty to take positive action to eliminate discrimination, sexual harassment and victimisation in accordance with the Equal Opportunity Act generally covered in Code of Conduct. **3.1 Treatment of others** A Councillor must, in performing the role of a Councillor, treat other Councillors, members of Council staff, the municipal community and members of the public with dignity, fairness, objectivity, courtesy and respect, including by ensuring that the Councillor: a) takes positive action to eliminate discrimination, sexual harassment and victimisation in accordance with the Equal Opportunity Act 2010 ; and Also covered in the Use of Social Media section of the Code of Conduct:

Councillor Respectful Conduct Policy 2020 content	Where will this content be captured if this policy is revoked?
• Gender identity • Industrial activity • Lawful sexual activity • Marital or relationship status • Status as a parent or carer • Physical features • Political belief or activity • Pregnancy • Race • Religious belief or activity • Sex • Sexual orientation • Association with someone who is identified by a protected attribute. Direct discrimination occurs if a person treats another person with a protected attribute unfavourably because of that protected attribute. Some examples of direct discrimination are: • Not offering computer training to an older Councillor because of their age and a view that they will not be involved in Council for much longer. • Excluding a Councillor from participation on a Committee because of a protected attribute, for example, their religious belief or age. Indirect discrimination occurs if a person imposes a requirement, condition or practice that disadvantages a person with a protected attribute and that requirement, condition or practice is not reasonable. Some examples of indirect discrimination are: • Holding a Council team building event at a sporting venue that does not permit access or participation by a Councillor with a	Where Councillors publish social media content in a personal capacity from personal accounts that makes reference to Brimbank City Council, its staff, policies or services, its suppliers or other stakeholders, or any Council-related issues, that content will be considered to be bound by the requirements of Brimbank City Council in regard to social media use. In such instances, the following content is not permitted under any circumstances nor limited to: • Abusive, profane or sexual language • Content not relating to the subject matter of that blog, board, forum or site. • Content which is false or misleading • Confidential information about Council or third parties • Copyright or trademark protected materials. • Discriminatory material in relation to a person or group based on age, colour, creed, disability, family status, gender, nationality, marital status, parental status, political 20 Detailed description of direct and indirect discrimination added to the Code of Conduct: **3.1.1 Discrimination** Discrimination can be direct ~~of~~ indirect. Direct discrimination occurs if a person treats another person with a protected attribute unfavourably because of that protected attribute. Some examples of direct discrimination are: • Not offering computer training to an older Councillor because of their age and a view that they will not be involved in Council for much longer. • Excluding a Councillor from participation on a Committee because of a protected attribute, for example, their religious belief or age. Indirect discrimination occurs if a person imposes a requirement, condition or practice that disadvantages a person with a protected attribute and that requirement, condition or practice is not reasonable. Some examples of indirect discrimination are: • Holding a Council team building event at a sporting venue that does not permit access or participation by a Councillor with a disability. • Making it a requirement that Councillors be members of a political party in order to be a member of a committee. Unlawful discrimination can occur even if a Councillor does not intend to discriminate.

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Councillor Respectful Conduct Policy 2020 content	Where will this content be captured if this policy is revoked?
disability. • Making it a requirement that Councillors be members of a political party in order to be a member of a committee. Unlawful discrimination can occur even if a Councillor does not intend to discriminate.	
3.2 Harassment Harassment occurs when someone engages in conduct that would make a reasonable person feel offended, humiliated or intimidated because of their age, race, religion, sex or some other attribute specified under anti-discrimination legislation. Some examples of harassment are: • Ageist or racist comments or jokes about another Councillor • Isolating a Councillor because they have a disability. A person's intention or motive for conduct that constitutes harassment is irrelevant to whether unlawful harassment has taken place. 3.3 Sexual harassment Sexual Harassment means unwelcome conduct of a sexual nature where a reasonable person, having regard to all the circumstances, would have anticipated the possibility that the person harassed would be offended, humiliated or intimidated. The intention of the harasser is irrelevant. Some examples of sexual harassment are: • Repeatedly asking another Councillor to go on a date when that person has already declined. • Sending an email to another Councillor with sexually explicit images attached.	Sexual harassment covered generally in the Code of Conduct: **3.1 Treatment of others** A Councillor must, in performing the role of a Councillor, treat other Councillors, members of Council staff, the municipal community and members of the public with dignity, fairness, objectivity, courtesy and respect, including by ensuring that the Councillor: a) takes positive action to eliminate discrimination, sexual harassment and victimisation in accordance with the Equal Opportunity Act 2010 ; and
3.4 Racial or religious vilification Racial or religious vilification means conduct that incites hatred against,	Section on racial and religious vilification added to the Code of Conduct:

Read Back

Councillor Respectful Conduct Policy 2020 content	Where will this content be captured if this policy is revoked?
serious contempt for, or revulsion or severe ridicule of, a person or group of persons on the basis of their race or religious belief. Serious racial or religious vilification involves a threat to harm another person or their property, and is a criminal offence. Some examples of racial or religious vilification are: • Sending an email to your colleagues that ridicules Muslims, Christians, or any other faith • Making threats to harm a colleague because they are Muslim (serious religious vilification). A person's intention or motive for conduct that constitutes racial or religious vilification is irrelevant to whether such vilification has taken place.	Councillors agree: **6.1 Conduct based on race and religion** Not to engage in conduct that incites hatred against, serious contempt for, or revulsion or severe ridicule of, a person or group of persons on the basis of their race or religious belief. Serious racial or religious vilification involves a threat to harm another person or their property and is a criminal offence. Also *Racial and Religious Tolerance Act 2001* now included under 'Documents Incorporated by Reference'.
3.5 Victimisation Victimisation means unfavourable treatment of a fellow Councillor who reports or complains about any of the conduct covered by this policy. Some examples of victimisation are: • Denying a Councillor access to information shared with other Councillors because they had made a complaint about unlawful discrimination. • Excluding or isolating a Councillor because they had made a complaint of sexual harassment against one of your Councillor friends.	Victimisation covered generally in the Code of conduct: **3.1 Treatment of others** A Councillor must, in performing the role of a Councillor, treat other Councillors, members of Council staff, the municipal community and members of the public with dignity, fairness, objectivity, courtesy and respect, including by ensuring that the Councillor: a) takes positive action to eliminate discrimination, sexual harassment and victimisation in accordance with the Equal Opportunity Act 2010 ; and
3.6 Bullying – Including Exclusion Bullying is repeated unreasonable behaviour directed towards another Councillor or member of Council staff and that behaviour creates a risk to the health and safety of that other Councillor or member of Council staff. 'Unreasonable behaviour' is behaviour that a reasonable person, having regard to all the circumstances, believes or expects would victimise, humiliate, undermine or threaten another person.	Section on bullying including cyber bullying has been added to the Code of Conduct:

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Councillor Respectful Conduct Policy 2020 content	Where will this content be captured if this policy is revoked?
A broad range of behaviours can be considered to be bullying. Some examples of behaviour that may constitute bullying are: • Verbal abuse, insults or name-calling • Continually making jokes about a person, or singling out one person for remarks more often than others in a group • Personal attacks, threats, intimidation and misuse of power • Deliberate exclusion or isolation • Deliberately withholding information from someone where that information is essential to their ability to perform their work effectively. A single incident of unreasonable behaviour, while not bullying, may still create a risk to health and safety.	**6.2 Conduct considered bullying** Not to participate in unreasonable behaviour that may be considered bullying, such as repeated: • Verbal abuse, insults or name-calling • Personal attacks, threats, intimidation • Deliberate exclusion or isolation • Deliberately withholding information from someone where that information is essential to their ability to perform their work effectively. • Any form of bullying that occurs online.
4. RESPONSIBILITIES Councillors will: • Treat all people with dignity and respect. • Report any unacceptable Councillor conduct, consistent with the Councillor Code of Conduct. • Ensure their behaviour is appropriate at all times and in accordance with the Council values. • Cooperate with any external investigation into, or arbitration of, a complaint made under this policy. • Other than reporting to appropriate people as set out in the Councillor Code of Conduct , maintain confidentiality regarding any complaint raised under this policy, unless the Councillor has been given explicit permission by the individual bringing the complaint or they are legally obliged to provide information to appropriate authorities. • Not make or cause to make a vexatious, false or frivolous complaint. • Maintain a professional and safe work environment free from unacceptable conduct	Councillor responsibilities in relation to behaviour covered in detail throughout the Code of Conduct.

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Councillor Respectful Conduct Policy 2020 content	Where will this content be captured if this policy is revoked?
• Take reasonable and proportionate measures to prevent unacceptable conduct as far as possible. The Chief Executive Officer, or delegate, will: • Provide relevant training opportunities for Councillors on matters covered in this policy • Assist Council in the implementation of the following procedure • Ensure that support and assistance is available to all Councillors where it is required • Apply natural justice principles in addressing any allegation of disrespectful conduct.	
5. PROCEDURE FOR DEALING WITH ALLEGED BREACHES OF THIS POLICY Councillors are expected to use their best efforts to resolve disputes in a respectful and courteous manner. If a Councillor believes that this policy has been breached, the Councillor should refer to the internal resolution procedure in the Councillor Code of Conduct.	Procedures for dealing with breaches covered in detail in the Code of Conduct **10 ALLEGATIONS OF CONTRAVENTION OF THE CODE** An allegation that this Code has been breached by a Councillor can be made by: • Council, by resolution. • a Councillor. • a group of Councillors.
6. OTHERRESOURCESANDSUPPORT a. Independent Advisor If a Councillor has a concern relating to a breach under this policy, they should follow the Independent Procedure in the Code. The Independent Advisor (IA) is an external independent resource available to a Councillor under the procedure. The IA can provide dispute resolution advice and strategic support to parties in an informal dispute resolution process, including clarifying their rights and obligations under the Code and legislation. The IA is also able to provide the Mayor (or Deputy Mayor) will facilitation and strategic advice for the purposes of the informal dispute resolution	This is outdated content. There is no Independent Procedure in the Code of Conduct. Procedures for facilitated discussion and managing allegations of contraventions are covered in detail in Sections 8 & 9 of the Code.

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Councillor Respectful Conduct Policy 2020 content	Where will this content be captured if this policy is revoked?
procedure. While the IA is retained by Council, the Councillor can contact with them on a confidential basis, in accordance with section 3.6 of the Code. If the IA believes an issue has been brought to their attention that creates a risk to the health and safety of a Councillor or another person, they may raise the matter with the CEO on a confidential basis.	
6.2 Employee Assistance Program Councillors will have access to the Employee Assistance Program, or like service, should they require general counselling support in relation to any matters covered by this policy.	This content covered in the Councillor Support Major Policy **7.3 Health and Wellbeing** **7.3.1 Counselling support** Councillors may be able to access Council's Employee Assistance Program (EAP) counselling service – Councillor Support, to assist with their health and wellbeing during their term of office. Access to this program can be requested through the Chief Executive Officer or delegate.
7. POSSIBLE SCENARIOS The following scenarios are provided as examples only in order to illustrate how this policy may operate in practice. Failure to follow the steps outlined in these scenarios does not necessarily constitute a breach of this policy.	Recommend this content nto be retained because processes should be consistent and contained in the Code of Conduct.

Rea reckoner

Councillor Respectful Conduct Policy 2020 content	Where will this content be captured if this policy is revoked?

I've been the subject of inappropriate behaviour

Can you address it?

If you think someone has acted inappropriately toward you, and you feel comfortable doing so, you can bring their behaviour to their attention and/or ask them to stop.

Making others aware of the impact of their behaviour helps to create respectful boundaries.

Did it resolve?

If the behaviour doesn't stop, or you are not comfortable addressing the person directly, you can report it to the Mayor (or other) in accordance with the Code.

The Mayor may direct you to the Independent Respectful Conduct Advisor who can advise you on options to report the behaviour.

I am being treated unfairly

Can you address it?

If someone is treating you unfairly, you can bring their behaviour to their attention and ask them to stop.

Sometimes, raising issues early can also clarify any potential misunderstanding

Is it bullying?

If the behaviour doesn't stop and poses a risk to health, you can report it to the Mayor (or other) in accordance with the Code.

The Mayor may direct you to the Independent Respectful Conduct Advisor who can advise you on options to report the behaviour.

Councillor Respectful Conduct Policy 2020 content	Where will this content be captured if this policy is revoked?
I've been asked to keep a situation confidential Is anyone's health and safety at risk? You must take reasonable steps to address safety concerns. This includes disclosing private or sensitive information when it is necessary to keep people safe. Report the behaviour You can notify the Mayor (or other) in accordance with the Code. The Mayor may direct you to the Independent Respectful Conduct Advisor who can advise you on options to report the behaviour.	
8. RELATED POLICIES AND RESOURCES • Councillor Code of Conduct • Councillor Support Major Policy • Councillor Protocol • Councillor Transparency Policy • Councillor Gifts Protocol and Declaration of Gift Form • Conduct During Elections Period Policy • *Charter of Human Rights and Responsibilities Act 2006 (Vic)* • *Age Discrimination Act 2004 (Cth)* • *Disability Discrimination Act 1992 (Cth)* • *Equal Opportunity Act 2010 (Vic)* • *Human Rights and Equal Opportunity Commission Act 1986 (Cth)* • *Human Rights and Equal Opportunity Commission Regulations 1998 (Cth)* • *Privacy and Data Protection Act 2014 (Vic)* • *Local Government Act 1989 (Vic)* • *Occupational Health and Safety Act 2004 (Vic) Public Administration Act 2004 (Vic)*	This is not substantive content.

Councillor Respectful Conduct Policy 2020 content	Where will this content be captured if this policy is revoked?
• *Racial Discrimination Act 1975 (Cth)* • *Racial and Religious Tolerance Act 2001 (Vic)* • *Sex Discrimination Act 1984 (Cth)* • *Workplace Gender Equality Act 2012 (Cth)*	

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SECTION 4: RELATED POLICIES AND RESOURCES

- Councillor Code of Conduct
- Councillor Protocol
- Councillor Support Major Policy
- Councillor Respectful Conduct Policy
- Conduct During Elections Policy 2019
- Councillor Gifts Protocol and Declaration of Gift Form
- Councillor Portfolio Policy
- *Local Government Act 1989*

AMENDMENTOFPOLICY

Rev	Reviewed Date	Reason for Amendment	Next Review Date
C	19 April 2016	Adopted as Major Policy as part of Councillor Code of Conduct *Local Government Act 1989*	February 2017
D	14 February 2017	*Local Government Act 1989* requirement	October 2017
E	February 2020	New standalone policy (incorporated by reference in the Code)	February 2021

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13.4	**Quarterly Advocacy Report June 2024**
Directorate	People, Partnerships and Performance
Director	Georgie Hill
Manager	Elie Khalil
Attachment(s)	1. Quarterly Advocacy Report June 2024 Summary of 2024-2025 State and Federal Budgets [**13.4.1** - 2 pages]

Purpose

To report on Council's advocacy initiatives and highlights from early March 2024 to late May 2024.

Officer Recommendation

That Council notes the major advocacy highlights from March to May 2024 as detailed in this report.

Background

Brimbank's Advocacy Priorities

The Brimbank Advocacy Plan 2023-25 was adopted at the Council Meeting on 19 September 2023. The Advocacy Plan outlines Council's key advocacy priorities and seeks partnerships to deliver projects and infrastructure for the Brimbank community.

Ranked as 'Gold', 'Silver', 'Bronze' and 'Maintain Influence', the priorities identified in the Advocacy Plan are aligned to the Council Plan Strategic Directions and are listed in the table below.

Priorities	Topic	Council Plan Strategic Direction
Gold	Transforming Brimbank	Opportunity and Prosperity (Growing and Transforming)
	Mental Health	People and Community (Wellbeing and Belonging)
Silver	Road Infrastructure	Places and Spaces (Liveable and Connected)
	Climate Emergency	Places and Spaces (Sustainable and Green)
Bronze	Addressing Unemployment	Opportunity and Prosperity (Earning and Learning)
	Housing and Homelessness	Opportunity and Prosperity (Growing and Transforming)
Maintain Influence	Melbourne Airport Third Runway	People and Community (Wellbeing and Belonging)
	Gambling Harm	People and Community (Wellbeing and Belonging)

	Major Parks	Places and Spaces (Liveable and Connected)
	Libraries	Opportunity and Prosperity (Earning and Learning)
	Government Burden on Council	Leadership and Governance (High Performing and Accountable)

Advocacy efforts are tailored to the specific issue and are adjusted over the period of the plan to ensure relevance and impact. Initiatives include campaigns, Mayoral meetings with MPs and Ministers, and working with other local Councils and peak advocacy bodies such as LeadWest, the Municipal Association of Victoria (MAV) and the Australian Local Government Association (ALGA). Advocacy highlights, achievements and adjustment to priorities are reported to Council quarterly.

Matters for Consideration

In the period from early March 2024 to late May 2024, whole-of-Council advocacy highlights included:

- Release of the Albion Quarter Structure Plan discussion paper *(Gold Priority – Transforming Brimbank)*
- LeadWest's successful advocacy for new and improved bus services in Melbourne's west *(Gold Priority – Transforming Brimbank)*
- Expansion of the Westside Lodge public residential rehabilitation facility *(Gold Priority – Mental Health)*
- Brimbank's successful motions at the May 2024 MAV State Council Meeting.
    - Improving Victoria's Bus Network *(Gold priority – Transforming Brimbank)*
    - Fast-tracking the rollout of mental health social inclusion action groups to all 79 LGAs *(Gold Priority – Mental Health)*
    - Increasing the level of funding allocated for upgrading major highways *(Silver Priority – Roads Infrastructure)*
- Launch of the 'Improving the Calder Highway' advocacy brochure, which attracted significant media coverage *(Silver Priority – Road Infrastructure)*
- Brimbank's increased funding allocation under the 'Roads to Recovery' program *(Silver Priority – Road Infrastructure)*
- Initiation of the Jobs Victoria Mentors Program, targeting over 4,000 residents from five disadvantaged LGAs, including Brimbank *(Bronze Priority – Addressing Unemployment)*
- Extension of funding for the 'Homes for Families' program *(Bronze Priority – Housing and Homelessness)*
- Additional funding for three schools in the City of Brimbank.

In addition, both the 2024/2025 State and Federal Budgets were announced in May. Whilst these included a number of funding commitments that align with Brimbank's advocacy and budget priorities, Council is concerned with the four-year delay to the delivery of the Melbourne Airport Rail and the impacts this may have on the implementation of the Sunshine Station Masterplan as well as the rebuild of Albion Station.

Council will continue to advocate for the construction of the Melbourne Airport Rail to be delivered as soon as possible. The delay has been attributed to an ongoing disagreement between the Melbourne Airport operator and the Victorian Government on the

positioning of the train station at the airport, with the government preferring an above ground option and the airport operator wanting it underground. Earlier this year, the Australian Government appointed a mediator in an attempt to resolve the dispute. Recent media articles have reported that the mediator, Neil Scales OBE, will be submitting his report to government in the coming weeks.

Council is also concerned with the State Government's decision to pause the 'Improving the Calder Freeway' project, following the Federal Government's decision to withdraw $50m committed by the previous government.

Advocacy Highlights

Albion Quarter Structure Plan *(Gold Priority - Transforming Brimbank)*

Last month, the State Government released the Albion Quarter Structure Plan discussion paper. The Albion Quarter is comprised of the area surrounding Albion Station which extends to the four quarters either side of the railway station north of Ballarat Road. The Structure Plan aims to transition the Albion Quarter from the current mix of industrial-focused businesses to supporting the next generation of jobs, innovation and services. It also aims to provide for new residential dwellings close to public and active transport connections. The Structure Plan acknowledges the industrial heritage of the John Darling Flour Mill and the historical significance of Sunshine Harvester to the Sunshine Precinct.

New Bus Services for Melbourne's West *(Gold Priority – Transforming Brimbank)*

Over the past few months, LeadWest has been campaigning for better bus services in Melbourne's west. LeadWest Chair Cr Sophie Ramsey has so far met with 12 different MPs to raise our concerns about the urgent need for bus reform in our region, including Deputy Premier the Hon Ben Carroll. LeadWest has also been active in community events and has been successful in attracting significant media coverage, both in local media outlets and in the Age newspaper.

In April, the Victorian Government announced a $150 million investment for new bus services across Melbourne's north, west and south-east. Of great interest to LeadWest is that $61.2m of this $150m investment will be allocated to Melbourne's west. This includes $39.7m for new and modified bus routes between Tarneit and Laverton North in the City of Wyndham, and $21.5m for a new bus connection between Wyndham Vale Station and the communities in both Harpley Estate and Cornerstone Estate.

Westside Lodge *(Gold Priority – Mental Health)*

Located in St Albans, Westside Lodge is a public residential rehabilitation facility that provides treatment to residents living with mental illness or are faced with addiction issues. In its Budget last year, the State Government committed $10.2m to expand the Westside Lodge public residential rehabilitation facility by an additional 10 beds to a larger 30-bed residential unit and with refurbished common areas. The expansion has now been completed and staff at the facility are able to treat an additional 40 patients per year. This will help to reduce pressure on other health services across the western suburbs.

MAV State Council Meeting

At the recent State Council Meeting held on 17 May 2024, Brimbank submitted three motions relevant to our advocacy priorities for the MAV to advocate on our behalf. All three motions were deemed to have state-wide significance and were endorsed. Through these motions, the MAV will be calling on the State Government to:

- Improve Victoria's bus network *(Transforming Brimbank – Gold Priority)*

- Fast-track the rollout of mental health social inclusion action groups to all 79 LGAs *(Mental Health – Gold Priority)*
- Increase the level of funding allocated for upgrading major highways *(Roads Infrastructure – Silver Priority).*

'Fix the Calder' Campaign *(Silver Priority – Road Infrastructure)*

On Saturday 20 April, Brimbank hosted a community event calling on both the State and Federal Governments to Fix the Calder. We also launched a new advocacy brochure titled 'Improving the Calder Highway'. The brochure was produced on behalf of the Calder Highway Improvement Committee (CHIC), consisting of the Councils of Brimbank, Buloke, Greater Bendigo, Hume, Loddon, Macedon Ranges, Melton, Mildura and Mount Alexander. A number of MPs and Councillors from outside Brimbank were in attendance, including:

- Hon Natalie Hutchins MP
- Mrs Moira Deeming MP
- Mr Trung Luu MP
- Cr Kathy Majdlik, Mayor of Melton City Council
- Cr David Pollard, Buloke Shire Council; CHIC Chair

The event received significant media coverage in the 6pm bulletins of both Ch7 news and Ch9 news that night.

Roads to Recovery Program *(Silver Priority – Road Infrastructure)*

Last month, the Hon Catherine King MP advised Council that Brimbank's new allocation under the Federal Government's 'Roads to Recovery' program will be increasing. Roads to Recovery is a national program that funds the construction, upgrade and maintenance of local roads. Brimbank's allocation will be $9.97m for the five-year period spanning 1 July 2024 to 30 June 2029. This is a significant improvement on the previous five-year period (1 July 2019 – 30 June 2024) when Council's allocation was $5.66m. Although the total allocated nationally has also risen, Brimbank's share of the national total has increased by over 30%.

Jobs Victoria Mentors Program *(Bronze Priority – Addressing Unemployment)*

Last month, Jobs Victoria's Mentors program began working with over 4,000 participants to provide them with the support they need to become work-ready, followed by a job that's right for them. Nearly three quarters of participants in the program have been unemployed for more than 12 months. The program has targeted five disadvantaged LGAs, including Brimbank, Hume, Shepparton, Latrobe Valley and Greater Dandenong. More than 1,000 people have registered for the program in the Brimbank area since October last year. In order to deliver the program, Jobs Victoria has partnered with eleven local organisations across the state, including Jesuit Social Services, OCTEC and WCIG that are based in Brimbank.

Homes for Families Program (*Bronze Priority – Housing and Homelessness*)

The Homes for Families program is designed to support those experiencing homelessness. It falls under the 'Housing First' model which focuses on addressing homelessness by providing permanent and stable housing before addressing underlying factors such as challenges with alcohol, drugs and mental health. Ahead of the 2024-2025 State Budget, Council advocated for the extension of funding for the Homes for Families program and were pleased to learn that the Budget allocated an additional $16.7m was allocated for this program.

Funding for Schools in Brimbank

In late April, the State Government announced an $11.2m investment for essential works and repairs to 40 schools across Victoria. Three of these schools are located in Brimbank and will receive a total of $676,192 as follows:

- St Albans Primary School – $348,297
- Albion Primary School – $269,453
- Sydenham-Hillside Primary School – $58,442

Funded works will include fixing roofs and windows, replacing old fixtures, resurfacing floors and painting.

Outcomes of the 2024-2025 Victorian State Budget

The 2024-2025 Victorian State Budget delivers much needed investment in the areas identified in Council's "Funding Priorities for the 2024-2025 State Budget" which includes community mental health programs and reforms, suicide prevention initiatives, mental healthcare in schools and community-based support through Mental Health and Wellbeing Hubs.

Council also welcomes the various initiatives to tackle climate change and address environmental issues, especially the $270 million commitment to protect and restore Victoria's waterways and catchments, and $15m to progress the State's circular economy targets and to support Recycling Victoria to boost recycling and help households cut down waste.

A number of measures in the Budget are specific to the City of Brimbank. These are listed below.

- $28.8 million for community legal centres and specialist legal services, including the Brimbank Melton Community Legal Centre.
    - This will enable the Centre to continue its support for victim survivors of family violence.
- $6.6 million to expand the Youth Crime Prevention and Early Intervention Project.
    - Project is run by Victoria Police in Brimbank and Wyndham and seeks to help young people at risk of offending.
- Funding to the Caroline Chisholm Society
    - Provides specialist services to women and children who are experiencing homelessness in the western suburbs.
- Funding for five community hubs run through primary schools to support kids and families.
- Including St Albans Heights Primary School, Holy Eucharist Primary School, St Albans Primary School and Stevensville Primary School.
- Up to $85,000 towards a scoreboard at Sunshine Heights Cricket Club.
- Further funding for the operations of a new Tech School in Brimbank.
- Funding to expand the capacity of the Sunshine Hospital emergency department.

Other Budget announcements that align with Council's priorities are:

- $208m fund to repair and improve Victoria's roads and intersections.
- $240m for accommodation and support services to Victorians experiencing homelessness,
- $18 million to build and upgrade community sport infrastructure and create more opportunities for Victorians to get involved in sport and active recreation.

A more comprehensive list of the State Budget announcements that align with Brimbank's priorities can be found in **Attachment 1** to this report.

Despite the various measures in the Budget that Council has welcomed, there is a lack of funding for significant infrastructure projects that have been promised for Brimbank but have now stalled. Although the Melbourne Airport Rail was an election commitment of the current State Government in 2018, it has now been delayed by four years.

Despite the delay to the Melbourne Airport Rail, there are strong community expectations that progress will continue on the delivery of the Sunshine Station Masterplan and the rebuild of Albion Station. Both of these projects were Labor Government commitments ahead of the 2022 State Election and it is critical that they implemented as a priority, to unlock jobs and secure investment in Melbourne's west.

Council is also disappointed that the State Government has paused its $50m commitment for Calder Freeway improvement works. Despite the $50m being promised at the 2021-2022 State Budget, only $12.9m is reported as being expended on this project by 30 June 2024.

Brimbank will continue to advocate for Melbourne's west to be given the same priority as projects being delivered in more affluent areas of Melbourne that are already well-serviced by adequate transport connections and infrastructure.

Outcomes of the 2024-2025 Federal Budget

Brimbank welcomes the various measures from the 2024-2025 Federal Budget that will be implemented to support Australians with the cost of living. These include tax cuts to all taxpayers, a rebate on electricity bills of $300 for all households and $325 for small businesses, increasing the amount of Commonwealth rent assistance by 10%, a freeze on the price of Pharmaceutical Benefits Scheme (PBS) scripts, the listing of 42 new medicines on the PBS, and the wiping of student debt for three million Australians of $1200 per person.

A list of the Federal Budget announcements that align with Brimbank's priorities can also be found in **Attachment 1** to this report. These include measures to address mental health challenges, the climate emergency and housing and homelessness. Whilst Council is pleased with these measures, we remain concerned with the Federal Government's reprioritisation of funding away from upgrading the Calder Freeway, with $437.3 million committed to upgrading suburban roads in south-eastern and northern Melbourne. Brimbank will continue to advocate for Melbourne's west to receive its fair share.

Community Engagement

This report is consistent with the policy, evidence and current positions of Council, widely informed by community engagement and insight and the Brimbank Advocacy Plan 2023-2025.

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
• None

Environmental: impacts on environmental sustainability, including water/waste management, climate change, and contaminated land
• None

Financial: significant financial impacts
• None

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:

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
• Sustainable and Green - Protect natural environments for current and future generations

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.

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

Measures in 2024-25 State Budget
Alignment with Brimbank's Advocacy or Budget Priorities

Mental Health (Gold Priority)

- $26 million to continue the delivery of state-wide community mental health programs and reforms, suicide prevention initiatives, telehealth, and community-based support through Mental Health and Wellbeing Hubs.
- $21 million to open another 20 Youth Prevention and Recovery Care beds, and continue operations of the Mental Health Tribunal and psychiatry services, providing treatment, care and support.
- $16 million to deliver a new mental health graduate program in Victoria's Local Services, helping to build the pipeline of trained professionals.
- $14 million to offer mental healthcare in schools.
- $10 million for better mental health and alcohol and other drugs facilities across Victoria, responding to recommendations from the Royal Commission into Victoria's Mental Health System.

Road and Pedestrian Safety (Silver Priority)

- $208 million to repair and improve our roads and intersections.

Climate Emergency (Silver Priority)

- $270 million to protect and restore Victoria's waterways and catchments.
- $85 million to protect against biosecurity risks, including $73 million to help the fight against red imported fire ants.
- $60 million to support water corporations, Councils, farmers and primary producers with grants to promote sustainable irrigation.
- $44 million to the Environment Protection Authority to crack down on illegal dumping and other waste crimes.
- $38 million to prepare for and manage floods, including strengthening flood warnings and forecasts.
- $17 million to protect our state and national parks, including funding to support community organisations and volunteer groups.
- $15 million to progress the state's circular economy targets and support Recycling Victoria to boost recycling and help households cut down waste.
- $7.5 million to continue the waste levy rebate grant program for charitable recyclers, helping to address the impact of illegal dumping at donation sites.
- $12 million to protect Victoria's water system against climate change.

Housing and Homelessness (Bronze Priority)

- $700 million to extend the Victorian Homebuyer Fund to accelerate more Victorians into home ownership.
- $197 million for accommodation and support services to Victorians experiencing homelessness, including $16.7m for the 'Homes for Families' program.
- $45 million to expand the Sacred Heart Mission's Journey to Social Inclusion program to end chronic homelessness. This program will provide long-term, stable accommodation, as well as three years of intensive wrap-around support.

Community Facilities (State Budget Funding Priority)

- $18 million to build and upgrade community sport infrastructure and create more opportunities for Victorians to get involved in sport and active recreation. This includes:
- $8 million to deliver more sports and recreation facilities across Victoria through community sports grants.
- $5 million to build pavilions, sports fields, courts, play spaces and skate parks where they are needed most.
- $4.2 million to upgrade community football and netball facilities in rural, regional and outer metro areas, including ovals, courts, lighting and change rooms.
- $300,000 to continue the Basketball Hubs program.

Measures in 2024-25 Federal Budget
Alignment with Brimbank's Advocacy or Budget Priorities

Mental Health (Gold Priority)

- $361m to strengthen our mental health system. This includes a national digital mental health service that will provide free support to 150,000 people a year, and $163.9m on a new free early intervention mental health service for low-grade psychological problems.

Climate Emergency (Silver Priority)

- $13.7bn in production tax incentives for green hydrogen ($6.7b) and processed critical minerals ($7.0b).
- $1bn for the production of solar panels.
- $625m to help farmers and rural communities reduce emissions and better prepare for climate change and drought.
- $520m to deepen net-zero trade and engagement with our region.
- $519.1m for farmers to prepare for future droughts.
- $330m to big business for decarbonisation projects.

Addressing Unemployment (Bronze Priority)

- $350m for fee-free uni-ready courses.
- $90m for 20,000 new fee-free TAFE and VET places and pre-apprenticeships.
- $41m to further extend eligibility for the existing higher rate of JobSeeker.

Housing and Homelessness (Bronze Priority)

- A further $6.2b to build 1.2 million new homes over the next five years.
- $1.9b for more loans to build 40,000 social and affordable homes.
- $1.9b to increase the amount of Commonwealth rent assistance by 10%, boosting the rent assistance received by approximately 1 million household by an average of $70/fortnight.

13.5	**Planning Activity Update and Delegate Decisions and Planning Scheme Amendments Update - May 2024**
Directorate	City Futures
Director	Kelvin Walsh
Manager	Kristen Gilbert and Leanne Deans
Attachment(s)	1. Delegated Planning Permit Decisions - May 2024 [**13.5.1** - 28 pages] 2. Graphical Representation of Data from the Last Three Years [**13.5.2** - 3 pages] 3. Planning Scheme Amendment Status Summary - May 2024 [**13.5.3** - 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 May 2024 regarding planning permit applications and other matters.
- The status of current Planning Scheme Amendments at 31 May 2024.

Officer Recommendation

That Council:

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

b. Notes the Planning Scheme Amendment Summary – May 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

67 planning determinations and 30 subdivision determinations were made under delegated authority in May 2024. 70 new planning permit applications were received in May 2024. The value of development for these 70 applications is $22.2 million.

A list of the planning applications determined under delegation from Council during May 2024 is at **Attachment 1. Attachment 2** provides a graphical representation of the data over the last three years.

	May 2024	Previous month (April 2024)	Monthly average for past 12 months	May 2023
Applications Received	70	70	64	61
Planning Permit Approvals	64	61	64	79
Notice of Decision to Grant a Permit	3	5	6	5
Refusal to Grant a Planning Permit	0	1	1	2
Subdivision Approvals	30	22	22	30
Cost of development for new applications (millions)	$22.2	$37.4	$48.2	$20.8

No planning appeals were determined by the Victorian Civil and Administrative Tribunal (VCAT) in this period. At the end of this period there were four appeals lodged at VCAT that had not yet been determined. This is nine less than at the end of May 2023.

The Planning Scheme Amendment Summary is shown at **Attachment 3** and includes four 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*.

During May, Council undertook work associated with its decision to abandon Amendment C214brim (Development Contributions Plan – Schedule 2). 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.

The progress highlight for the May period was:

Amendment	Intent	Progress status
Amendment C240 - extension of interim heritage controls	The amendment amends the incorporated documents titled 'Grand Junction Estate and Matthews Hill Precinct Statement of Significance' to extend the expiry date for the interim heritage control for five properties until 30 May 2025.	Gazetted on 30 May 2024

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
01/05/2024 – 31/05/2024

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
	97				
S90/2020 P/N: 1	Subdivision Certification	26/06/2020	47 Station Ave, St Albans 1/47 Station Ave, St Albans 2/47 Station Ave, St Albans 3/47 Station Ave, St Albans 47 Station Ave, St Albans	General Residential Zone (GRZ) Subdivision - Residential 3 LOT RESIDENTIAL SUBDIVISION (PS 842098H)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 03-05-2024					
S139/2020 P/N: 1	Subdivision Certification	09/09/2020	283 Sunshine Ave, St Albans 283A Sunshine Ave, St Albans 283B Sunshine Ave, St Albans 1A Joan Ct, St Albans	General Residential Zone (GRZ) Subdivision - Residential 3 LOT RESIDENTIAL SUBDIVISION (PS 838348K) OF LAND ADJACENT TO A TRANSPORT ZONE 2	$0
Determination: PSOC (Statement of Compliance) Determination Date: 01-05-2024					
P149/2022 P/N: 1	Planning Application	25/03/2022	24 Neil St, Sunshine	Activity Centre Zone (ACZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF THREE (3) TRIPLE STOREY DWELLINGS	$700,000
Determination: PWIT (Planning Application Withdrawn) Determination Date: 28-05-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
S72/2022 P/N: 1	Subdivision Certification	13/05/2022	598A Geelong Rd, Brooklyn 598B Geelong Rd, Brooklyn 9A McDonald Rd, Brooklyn 7 Cahir Ct, Brooklyn 5A Cahir Ct, Brooklyn	Industrial 1 Zone (IN1) Subdivision - Industrial 2 LOT INDUSTRIAL SUBDIVISION (PS 831137M) OF LAND AFFECTED BY A DESIGN AND DEVELOPMENT OVERLAY SCHEDULE 11 - STAGE 2	$0
Determination: PSOC (Statement of Compliance) Determination Date: 06-05-2024					
P563/2022 P/N: 1	Planning Application	14/10/2022	4 Saligna Dr, Tullamarine	Industrial 1 Zone (IN1) Change of Use and PPAR-Change or extension of use USE OF LAND FOR EDUCATION TRAINING CENTRE	$0
Determination: PWIT (Planning Application Withdrawn) Determination Date: 10-05-2024					
S152/2022 P/N: 1	Subdivision Certification	20/10/2022	8 Austin St, St Albans 8 Austin St, St Albans	General Residential Zone (GRZ) Subdivision - Residential 2 LOT RESIDENTIAL SUBDIVISION (PS 914275N)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 31-05-2024					
P22/2023 P/N: 1	Planning Application	25/01/2023	49 King Edward Ave, Albion	Neighbourhood Residential Zone (NRZ) Dwelling Extension and Multi Unit Residential Development PARTIAL DEMOLITION AND ALTERATIONS TO THE EXISTING DWELLING AND THE CONSTRUCTION OF TWO (2) DOUBLE STOREY DWELLINGS TO THE REAR WITHIN A HERITAGE OVERLAY (SCHEDULE 24)	$700,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 29-05-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
S24/2023 P/N: 1	Subdivision Certification	28/02/2023	1/27 Yallourn St, Ardeer	Neighbourhood Residential Zone (NRZ) Subdivision - Residential 2 LOT RESIDENTIAL SUBDIVISION UNDER SECTION 32 OF SUBDIVISION (PS 642433L)	$0
Determination: PCER (Certified) Determination Date: 22-05-2024					
S44/2023 P/N: 1	Subdivision Certification	16/03/2023	4 Mantaura Ave, Taylors Lakes	Neighbourhood Residential Zone (NRZ) Subdivision - Residential 3 LOT RESIDENTIAL SUBDIVISION (PS 916802F)	$0
Determination: PCER (Certified) Determination Date: 03-05-2024					
S64/2023 P/N: 1	Subdivision Certification	05/05/2023	25 Downing St, Sunshine North	General Residential Zone (GRZ) Subdivision - Residential 3 LOT RESIDENTIAL SUBDIVISION (PS 918010F)	$0
Determination: PCER (Certified) Determination Date: 24-05-2024					
S73/2023 P/N: 1	Subdivision Certification	31/05/2023	2 Angus St, Sunshine West	General Residential Zone (GRZ) Subdivision - Residential 4 LOT RESIDENTIAL SUBDIVISION (PS 911334Q)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 20-05-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
S77/2023 P/N: 1	Subdivision Certification	14/06/2023	115 Conrad St, St Albans 1 Carstairs Ct, St Albans 2 Carstairs Ct, St Albans 3 Carstairs Ct, St Albans 1A Carstairs Ct, St Albans	General Residential Zone (GRZ) Subdivision - Residential 3 LOT RESIDENTIAL SUBDIVISION (PS 904238B)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 16-05-2024					
P312/2023 P/N: 1	Planning Application	03/07/2023	28 Mernda St, Sunshine West	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF A DOUBLE STOREY DWELLING TO THE REAR OF THE EXISTING DWELLING AND A FENCE IN A LAND SUBJECT TO INUNDATION OVERLAY	$424,000
Determination: PNOD (Notice of Decision issued by Delegate) Determination Date: 30-05-2024					
P344/2023 P/N: 1	Planning Application	18/07/2023	19 Adelaide St, Albion	Neighbourhood Residential Zone (NRZ) Multi Unit Residential Development and PPAR-Multi dwelling PARTIAL DEMOLITION (OUTBUILDINGS AND EXTERNAL REAR WALL OF DWELLING), ALTERATIONS AND ADDITIONS TO THE EXISTING DWELLING (GARAGE) AND THE CONSTRUCTION OF A DOUBLE STOREY DWELLING TO THE REAR ON LAND LOCATED IN A HERITAGE OVERLAY (HO24)	$800,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 29-05-2024					
S99/2023 P/N: 1	Subdivision Certification	18/07/2023	9 Carter St, Sunshine West 9 Carter St, Sunshine West	General Residential Zone (GRZ) Subdivision - Residential 3 LOT RESIDENTIAL SUBDIVISION (PS 916674M)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 02-05-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P351/2023 P/N: 1	Planning Application	20/07/2023	41 Derrimut St, Albion	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF FOUR (4) DWELLINGS (3 DOUBLE STOREY AND 1 SINGLE STOREY AT THE REAR)	$800,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 16-05-2024					
P359/2023 P/N: 1	Planning Application	25/07/2023	26 Shirley St, St Albans	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF TWO (2) DOUBLE STOREY DWELLINGS AND WITHIN A SPECIAL BUILDING OVERLAY	$500,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 07-05-2024					
P406/2023 P/N: 1	Planning Application	17/08/2023	8-10 Market Rd, Sunshine 8-10 Market Rd, Sunshine 8-10 Market Rd, Sunshine	Industrial 1 Zone (IN1) Warehouse and PPAR-One or more new buildings CONSTRUCTION OF EIGHT (8) WAREHOUSES AND REDUCTION IN THE ASSOCIATED CAR PARKING REQUIREMENT	$3,000,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 08-05-2024					
P420/2023 P/N: 1	Planning Application	23/08/2023	87 Knight Ave, Sunshine North	Industrial 3 Zone (IN3) Buildings & Works to Industrial Premise and PPAR-One or more new buildings USE AND DEVELOPMENT OF LAND FOR INDUSTRY WITH AN ANCILLARY OFFICE	$400,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 07-05-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P470/2023 P/N: 1	Planning Application	18/09/2023	19 Central Ave, Sunshine	Industrial 1 Zone (IN1) Warehouse and PPAR-One or more new buildings and Car Parking Reduction CONSTRUCTION OF THREE (3) WAREHOUSES EACH WITH AN ANCILLARY OFFICE	$2,000,000
Determination: PWIT (Planning Application Withdrawn) Determination Date: 22-05-2024					
S134/2023 P/N: 1	Subdivision Certification	20/09/2023	55 Victory St, Keilor Park	Neighbourhood Residential Zone (NRZ) Subdivision - Residential 2 LOT RESIDENTIAL SUBDIVISION (PS903826N)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 31-05-2024					
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: PSOC (Statement of Compliance) Determination Date: 01-05-2024					
P495/2023 P/N: 1	Planning Application	28/09/2023	16 Swan St, Keilor Park	Neighbourhood Residential Zone (NRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF THREE (3) DOUBLE STOREY DWELLINGS	$980,000
Determination: PNOD (Notice of Decision issued by Delegate) Determination Date: 27-05-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P523/2023 P/N: 1	Planning Application	18/10/2023	20 Carrington Dr, Albion	Industrial 3 Zone (IN3) Buildings & Works to Commercial Premise and PPAR-Extend exist building WORKS TO AN EXISTING BUILDING AND EXTENSION OF CAR PARK ASSOCIATED WITH AN EXISTING GO KART FACILITY	$400,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 16-05-2024					
P525/2023 P/N: 1	Planning Application	19/10/2023	147 Anderson Rd, Albion	General Residential Zone (GRZ) Change of Use and PPAR-Change or extension of use and Medical Centre USE AND DEVELOPMENT OF THE LAND FOR A MEDICAL CENTRE WITHIN A HERITAGE OVERLAY (HO55) AND A REDUCTION TO THE STANDARD CAR PARKING REQUIREMENT	$1,500,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 20-05-2024					
P526/2023 P/N: 1	Planning Application	19/10/2023	90 Castro Way, Derrimut	Industrial 1 Zone (IN1) Buildings & Works to Industrial Premise and PPAR-One or more new buildings CONSTRUCTION OF A WAREHOUSE WITH AN ANCILLARY OFFICE, ERECTION AND DISPLAY OF BUSINESS IDENTIFICATION SIGNAGE AND A REDUCTION TO THE STANDARD CAR PARKING REQUIREMENTS	$24,873,150
Determination: PPI (Permit Issued by Delegate) Determination Date: 14-05-2024					
S150/2023 P/N: 1	Subdivision Certification	20/10/2023	197 Taylors Rd, St Albans 1 Regan St, St Albans 197 Taylors Rd, St Albans	General Residential Zone (GRZ) Subdivision 2 LOT RESIDENTIAL SUBDIVISION (PS 911190N) OF LAND ADJACENT TO THE PRINCIPAL ROAD NETWORK AND TO VARY AN EASEMENT	$0
Determination: PSOC (Statement of Compliance) Determination Date: 08-05-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P551/2023 P/N: 1	Planning Application	31/10/2023	3 Hampton Ave, Sunshine	Industrial 1 Zone (IN1) Buildings & Works to Place of Assembly and PPAR-One or more new buildings BUILDINGS AND WORKS ASSOCIATED WITH A PLACE OF ASSEMBLY AND DEVELOPMENT AND USE OF A CARETAKER'S DWELLING WITHIN A LAND SUBJECT TO INUNDATION OVERLAY	$300,000
Determination: PLAP (Planning Application Lapsed) Determination Date: 21-05-2024					
P555/2023 P/N: 1	Planning Application	01/11/2023	70 Vincent Ave, St Albans	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF THREE (3) DOUBLE STOREY DWELLINGS	$550,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 17-05-2024					
S157/2023 P/N: 1	Subdivision Certification	02/11/2023	8 Mansfield Ave, Sunshine North 8 Mansfield Ave, Sunshine North	General Residential Zone (GRZ) Subdivision - Residential 3 LOT RESIDENTIAL SUBDIVISION (PS 905802S)	$0
Determination: PCER (Certified) Determination Date: 02-05-2024					
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: PSOC (Statement of Compliance) Determination Date: 08-05-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P579/2023 P/N: 1	Planning Application	14/11/2023	7 Second Ave, Sunshine	Industrial 1 Zone (IN1) Buildings & Works to Industrial Premise and PPAR-Alter building structure USE AND DEVELOPMENT OF THE LAND FOR PANEL BEATING AND A REDUCTION TO THE STANDARD CAR PARKING REQUIREMENT	$60,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 21-05-2024					
P601/2023 P/N: 1	Planning Application	27/11/2023	1 Braim 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 AND A TWO LOT SUBDIVISION WITHIN A SPECIAL BUILDING OVERLAY	$480,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 09-05-2024					
P608/2023 P/N: 1	Planning Application	30/11/2023	15 Davey St, Sunshine West	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF THREE (3) DOUBLE STOREY DWELLINGS	$1,050,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 24-05-2024					
P617/2023 P/N: 1	Planning Application	05/12/2023	123 Northumberland Rd, Sunshine North	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF ADDITIONS (CARPORT) TO THE EXISTING DWELLING AND THE USE AND DEVELOPMENT OF THE LAND FOR A DOUBLE STOREY DWELLING TO THE REAR IN A MELBOURNE AIRPORT ENVIRONS OVERLAY SCHEDULE 2	$300,000
Determination: PLAP (Planning Application Lapsed) Determination Date: 21-05-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P620/2023 P/N: 1	Planning Application	05/12/2023	3 Barrie Rd, Tullamarine 5 Barrie Rd, Tullamarine	Industrial 1 Zone (IN1) Buildings & Works to Industrial Premise and PPAR-Other buildings & worka BUILDINGS AND WORKS TO AN INDUSTRIAL PREMISES	$100,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 17-05-2024					
S166/2023 P/N: 1	Subdivision Certification	05/12/2023	97 Blanche St, Ardeer	Neighbourhood Residential Zone (NRZ) Subdivision - Residential 2 LOT RESIDENTIAL SUBDIVISION (PS 921112D)	$0
Determination: PCER (Certified) Determination Date: 03-05-2024					
P622/2023 P/N: 1	Planning Application	07/12/2023	13 Kodre St, St Albans	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: 30-05-2024					
P623/2023 P/N: 1	Planning Application	07/12/2023	31 East Derrimut Cres, Derrimut	Industrial 2 Zone (IN2) Warehouse and Car Parking Reduction and PPAR-One or more new buildings USE AND DEVELOPMENT OF THE LAND FOR A WAREHOUSE WITH AN ANCILLARY OFFICE AND A REDUCTION TO THE STANDARD CAR PARKING REQUIREMENT	$1,350,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 14-05-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P636/2023 P/N: 1	Planning Application	18/12/2023	48 Theodore St, St Albans	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF ONE (1) SINGLE STOREY DWELLING TO THE REAR OF THE EXISTING DWELLING	$270,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 28-05-2024					
S176/2023 P/N: 1	Subdivision Certification	19/12/2023	18 Jones Rd, Brooklyn 2 Moonah Cct, Brooklyn 4 Moonah Cct, Brooklyn 6 Moonah Cct, Brooklyn 8 Moonah Cct, Brooklyn 10 Moonah Cct, Brooklyn 12 Moonah Cct, Brooklyn 14 Moonah Cct, Brooklyn 16 Moonah Cct, Brooklyn 18 Moonah Cct, Brooklyn 20 Moonah Cct, Brooklyn 22 Moonah Cct, Brooklyn 24 Moonah Cct, Brooklyn 26 Moonah Cct, Brooklyn 28 Moonah Cct, Brooklyn 30 Moonah Cct, Brooklyn 1 Moonah Cct, Brooklyn 32 Moonah Cct, Brooklyn 3 Moonah Cct, Brooklyn 34 Moonah Cct, Brooklyn 36 Moonah Cct, Brooklyn 5 Moonah Cct, Brooklyn 7 Moonah Cct, Brooklyn 9 Moonah Cct, Brooklyn 11 Moonah Cct, Brooklyn 13 Moonah Cct, Brooklyn 2A Moonah Cct, Brooklyn	Industrial 1 Zone (IN1) Subdivision - Industrial 25 LOT INDUSTRIAL SUBDIVISION (PS 900330L)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 30-05-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
S179/2023 P/N: 1	Subdivision Certification	20/12/2023	5 John St, St Albans	General Residential Zone (GRZ) Subdivision - Residential 2 LOT RESIDENTIAL SUBDIVISION (PS 920998K)	$0
Determination: PCER (Certified) Determination Date: 22-05-2024					
P650/2023 P/N: 1	Planning Application	21/12/2023	399 Melton Hwy, Taylors Lakes	Comprehensive Development Zone (CDZ) Advertising/Signage and PPAR-Signage and Buildings & Works to Commercial BUILDINGS AND WORKS, ERECTION AND DISPLAY OF ELECTRONIC SIGNAGE AND INTERNALLY ILLUMINATED BUSINESS SIGNAGE	$840,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 23-05-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
S3/2024 P/N: 1	Subdivision Certification	05/01/2024	5A Mineral Tce, Sunshine North 1A Perennial Dr, Sunshine North 5C Mineral Tce, Sunshine North 51A Perennial Dr, Sunshine North 11A Perennial Dr, Sunshine North 15 Perennial Dr, Sunshine North 17 Perennial Dr, Sunshine North 19 Perennial Dr, Sunshine North 21 Perennial Dr, Sunshine North 23 Perennial Dr, Sunshine North 25 Perennial Dr, Sunshine North 27 Perennial Dr, Sunshine North 29 Perennial Dr, Sunshine North 31 Perennial Dr, Sunshine North 33 Perennial Dr, Sunshine North 35 Perennial Dr, Sunshine North 37 Perennial Dr, Sunshine North 39 Perennial Dr, Sunshine North 41 Perennial Dr, Sunshine North 43 Perennial Dr, Sunshine North 45 Perennial Dr, Sunshine North 47 Perennial Dr, Sunshine North 5B Mineral Tce, Sunshine North	General Residential Zone (GRZ) Subdivision - Residential 30 LOT RESIDENTIAL SUBDIVISION (PS 821131G)	$0

Determination: PCER (Certified)

Determination Date: 01-05-2024

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
S4/2024 P/N: 1	Subdivision Certification	05/01/2024	5A Mineral Tce, Sunshine North 1A Perennial Dr, Sunshine North 5C Mineral Tce, Sunshine North 51A Perennial Dr, Sunshine North 11A Perennial Dr, Sunshine North 15 Perennial Dr, Sunshine North 17 Perennial Dr, Sunshine North 19 Perennial Dr, Sunshine North 21 Perennial Dr, Sunshine North 23 Perennial Dr, Sunshine North 25 Perennial Dr, Sunshine North 27 Perennial Dr, Sunshine North 29 Perennial Dr, Sunshine North 31 Perennial Dr, Sunshine North 33 Perennial Dr, Sunshine North 35 Perennial Dr, Sunshine North 37 Perennial Dr, Sunshine North 39 Perennial Dr, Sunshine North 41 Perennial Dr, Sunshine North 43 Perennial Dr, Sunshine North 45 Perennial Dr, Sunshine North 47 Perennial Dr, Sunshine North 5B Mineral Tce, Sunshine North	General Residential Zone (GRZ) Subdivision - Residential 22 LOT RESIDENTIAL SUBDIVISION (PS 821131G)	$0

Determination: PCER (Certified)

Determination Date: 01-05-2024

S10/2024 P/N: 1	Subdivision Certification	22/01/2024	2 Freeman St, Sunshine	Neighbourhood Residential Zone (NRZ) Subdivision - Residential 2 LOT RESIDENTIAL SUBDIVISION (PS 921486J)	$0

Determination: PSOC (Statement of Compliance)

Determination Date: 27-05-2024

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P18/2024 P/N: 1	Planning Application	24/01/2024	1 Wyperfeld Ave, Taylors Lakes 3 Wyperfeld Ave, Taylors Lakes	Neighbourhood Residential Zone (NRZ) Medical Centre and PPAR-One or more new buildings USE AND DEVELOPMENT OF THE LAND FOR A MEDICAL CENTRE WITHIN A SPECIAL BUILDING OVERLAY	$1,300,000
Determination: PNOD (Notice of Decision issued by Delegate) Determination Date: 20-05-2024					
P346/2022v P/N: 2	Planning Application (VicSmart)	29/01/2024	40 Baldwin Ave, Sunshine North	Industrial 3 Zone (IN3) Warehouse and PPAR-One or more new buildings AMENDMENT TO THE PLANS TO ALTER THE DRIVEWAYS	$5,000
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 07-05-2024					
P25/2024 P/N: 1	Planning Application	31/01/2024	68 Warwick Rd, Sunshine North	Commercial 1 Zone (C1Z) Buildings & Works to Commercial Premise and PPAR-Extend exist building BUILDINGS AND WORKS TO AN EXISTING COMMERCIAL BUILDING	$250,000
Determination: PLAP (Planning Application Lapsed) Determination Date: 28-05-2024					
P40/2024 P/N: 1	Planning Application	06/02/2024	57 Swan St, Keilor Park	Neighbourhood Residential Zone (NRZ) Multi Unit Residential Development and PPAR-Multi dwelling USE AND DEVELOPMENT OF TWO (2) SINGLE STOREY DWELLINGS WITHIN A MELBOURNE AIRPORT ENVIRONS OVERLAY (SCHEDULE 2)	$563,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 07-05-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P48/2024 P/N: 1	Planning Application	15/02/2024	20 Highland Rd, Keilor North	Green Wedge Zone (GWZ) Remove/Vary/Create an Easement/Reserve and PPAR-Subdivision-change to CREATION OF CARRIAGEWAY EASEMENT E-1	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 09-05-2024					
S14/2024 P/N: 1	Subdivision Certification	15/02/2024	20 Highland Rd, Keilor North	Green Wedge Zone (GWZ) Creation/Vary/Remove Easement/Reserve CREATION OF CARRIAGEWAY EASEMENT E-1	$0
Determination: PCER (Certified) Determination Date: 21-05-2024					
P/N: 2	Planning Application	16/02/2024	20 Briggs Dr, Derrimut	Industrial 2 Zone (IN2) Other/Miscellaneous AMENDMENT TO THE PERMIT AND PLANS TO ALLOW FOR TRUCK PARKING AND AN ADDITIONAL CAR PARKING AREA	$100,000
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 09-05-2024					
P50/2024 P/N: 1	Planning Application	16/02/2024	28 Hutchinson St, Albion	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling CONSTRUCTION OF TWO (2) SINGLE STOREY DWELLINGS	$900,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 21-05-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
S16/2024 P/N: 1	Subdivision Certification	20/02/2024	6 Kohurau Ct, Taylors Lakes	Neighbourhood Residential Zone (NRZ) Subdivision - Residential 2 LOT RESIDENTIAL SUBDIVISION (PS 922959K)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 06-05-2024					
P57/2024 P/N: 1	Planning Application	26/02/2024	459B Bunting Rd, Brooklyn 459B Bunting Rd, Brooklyn	Industrial 1 Zone (IN1) Subdivision and PPAR-Consolidation CONSOLIDATION OF TWO (2) PARCELS OF LAND AND REMOVAL OF EASEMENT 'ANY EASEMENT' SHOWN ON TP484906H	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 10-05-2024					
S17/2024 P/N: 1	Subdivision Certification	26/02/2024	459B Bunting Rd, Brooklyn 459B Bunting Rd, Brooklyn	Industrial 1 Zone (IN1) Consolidation CONSOLIDATION OF TWO (2) PARCELS OF LAND AND REMOVAL OF EASEMENT 'ANY EASEMENT' SHOWN ON TP484906H	$0
Determination: PSOC (Statement of Compliance) Determination Date: 13-05-2024					
P58/2024 P/N: 1	Planning Application	27/02/2024	1/1 Montrose Ct, Sydenham 2/1 Montrose Ct, Sydenham 3/1 Montrose Ct, Sydenham	Neighbourhood Residential Zone (NRZ) Subdivision - Residential and PPAR-Subdivision of land 3 LOT RESIDENTIAL SUBDIVISION (PS 923818Y)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 06-05-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P63/2024 P/N: 1	Planning Application	27/02/2024	19 Ralston Ave, Sunshine North	Industrial 3 Zone (IN3) Buildings & Works and PPAR-Other buildings & works (tanks etc) USE OF THE LAND AS AN INDOOR RECREATION FACILITY	$70,000
Determination: PLAP (Planning Application Lapsed) Determination Date: 27-05-2024					
P59/2024 P/N: 1	Planning Application	28/02/2024	5/71 Elgar Rd, Derrimut	Industrial 1 Zone (IN1) Buildings & Works to Industrial Premise and PPAR-Other buildings & works BUILDINGS AND WORKS (MEZZANINE FLOOR AND INTERNAL ALTERATIONS) AND REDUCTION TO THE STANDARD CAR PARKING REQUIREMENT TO AN INDUSTRY	$75,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 21-05-2024					
P62/2024 P/N: 1	Planning Application	28/02/2024	12 Faye Cres, 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 1	$780,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 28-05-2024					
P70/2024 P/N: 1	Planning Application	04/03/2024	2S/21A Devonshire Rd, Sunshine 1S/21 Devonshire Rd, Sunshine 3S/21B Devonshire Rd, Sunshine 4S/21C Devonshire Rd, Sunshine 21 Devonshire Rd, Sunshine 6/3 Dawson St, Sunshine 6/3 Dawson St, Sunshine 3B Dawson St, Sunshine	Activity Centre Zone (ACZ) Subdivision - Commercial and PPAR-Subdivision of land 7 LOT COMMERCIAL SUBDIVISION (PS 904700G)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 01-05-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
S24/2024 P/N: 1	Subdivision Certification	12/03/2024	4 Market Rd, Sunshine 6 First Ave, Sunshine	Industrial 1 Zone (IN1) Consolidation REALIGNMENT OF THE COMMON BOUNDARY BETWEEN TWO LOTS	$0
Determination: PSOC (Statement of Compliance) Determination Date: 27-05-2024					
P73/2024 P/N: 1	Planning Application	13/03/2024	32-34 Scott Ave, St Albans 32-34 Scott Ave, St Albans 1/32 Scott Ave, St Albans 2/32 Scott Ave, St Albans 3/32 Scott Ave, St Albans 4/32 Scott Ave, St Albans 5/32 Scott Ave, St Albans 6/32 Scott Ave, St Albans 7/32 Scott Ave, St Albans 8/32 Scott Ave, St Albans 9/32 Scott Ave, St Albans 10/32 Scott Ave, St Albans 11/32 Scott Ave, St Albans 12/32 Scott Ave, St Albans	Residential Growth Zone (RGZ) Subdivision - Residential and PPAR-Subdivision of land 12 LOT RESIDENTIAL SUBDIVISION (PS 907781M) WITHIN A DESIGN AND DEVELOPMENT OVERLAY	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 16-05-2024					
P90/2024 P/N: 1	Planning Application	14/03/2024	8 Kevin St, Sunshine	Neighbourhood Residential Zone (NRZ) Subdivision - Residential and PPAR-Subdivision of land 4 LOT RESIDENTIAL SUBDIVISION (PS 912102H) ON LAND AFFECTED BY A SPECIAL BUILDING OVERLAY	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 06-05-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P606/2013 P/N: 5	Planning Application	19/03/2024	815 Ballarat Rd, Deer Park	Commercial 1 Zone (C1Z) Car Parking Reduction and Buildings & Works to Commercial Premise AMENDMENT TO THE PERMIT TO INCREASE THE HOURS OF OPERATION OF THE LIQUOR LICENCE FROM 7AM TO 11PM TO 7AM TO 1AM	$0
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 30-05-2024					
P97/2024 P/N: 1	Planning Application	22/03/2024	94 View St, St Albans	General Residential Zone (GRZ) Removal of Restrictive Covenant and PPAR-Subdivision-removal of covenant REMOVAL OF THE RESTRICTION CONTAINED IN TRANSFER 1618083 AS IT APPLIES TO VOLUME 8098 FOLIO 016	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 08-05-2024					
P100/2024v P/N: 1	Planning Application (VicSmart)	22/03/2024	2/36 Blanche St, Ardeer	Neighbourhood Residential Zone (NRZ) Dwelling Extension and PPAR-Extend exist dwell or associated structure CONSTRUCTION OF A VERANDAH AND A CARPORT TO THE EXISTING DWELLING	$24,522
Determination: PWIT (Planning Application Withdrawn) Determination Date: 23-05-2024					
S27/2024 P/N: 1	Subdivision Certification	22/03/2024	94 View St, St Albans	General Residential Zone (GRZ) Removal of Restrictive Covenant REMOVAL OF THE RESTRICTION CONTAINED IN TRANSFER 1618083 AS IT APPLIES TO VOLUME 8098 FOLIO 016	$0
Determination: PSOC (Statement of Compliance) Determination Date: 09-05-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P96/2024 P/N: 1	Planning Application	24/03/2024	4 Cutts St, Sunshine North	Residential Growth Zone (RGZ) Subdivision - Residential and PPAR-Subdivision of land 3 LOT RESIDENTIAL SUBDIVISION (PS 919584W)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 16-05-2024					
P104/2024 P/N: 1	Planning Application	26/03/2024	1/30 Lurg Ave, Sunshine North 2/30 Lurg Ave, Sunshine North 3/30 Lurg Ave, Sunshine North	General Residential Zone (GRZ) Subdivision - Residential and PPAR-Subdivision of land 3 LOT RESIDENTIAL SUBDIVISION (PS 922877M)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 17-05-2024					
S30/2024 P/N: 1	Subdivision Certification	26/03/2024	1/30 Lurg Ave, Sunshine North 2/30 Lurg Ave, Sunshine North 3/30 Lurg Ave, Sunshine North	General Residential Zone (GRZ) Subdivision - Residential 3 LOT RESIDENTIAL SUBDIVISION (PS 922877M)	$0
Determination: PCER (Certified) Determination Date: 17-05-2024					
P121/2024 P/N: 1	Planning Application	04/04/2024	19 Compton Pde, Sunshine North	General Residential Zone (GRZ) Subdivision - Residential and PPAR-Subdivision of land 3 LOT RESIDENTIAL SUBDIVISION (PS 919715J)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 28-05-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
S36/2024 P/N: 1	Subdivision Certification	04/04/2024	2 Calarco Dr, Derrimut	Industrial 1 Zone (IN1) Creation/Vary/Remove Easement/Reserve CREATION OF A CARRIAGEWAY EASEMENT	$0
Determination: PSOC (Statement of Compliance) Determination Date: 13-05-2024					
P120/2024 P/N: 1	Planning Application	08/04/2024	2 Calarco Dr, Derrimut	Industrial 1 Zone (IN1) Remove/Vary/Create an Easement/Reserve and PPAR-Subdivision-change to CREATION OF A CARRIAGEWAY EASEMENT	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 10-05-2024					
P123/2024v P/N: 1	Planning Application (VicSmart)	08/04/2024	301 Foleys Rd, Deer Park	Industrial 1 Zone (IN1) Buildings & Works to Industrial Premise and PPAR-Extend exist building BUILDINGS AND WORKS IN AN INDUSTRIAL ZONE	$96,000
Determination: PLAP (Planning Application Lapsed) Determination Date: 14-05-2024					
P122/2024 P/N: 1	Planning Application	09/04/2024	60 Fulton Dr, Derrimut	Industrial 2 Zone (IN2) Buildings & Works to Industrial Premise and PPAR-Extend exist building BUILDINGS AND WORKS TO ENABLE VEHICLE ACCESS BETWEEN TWO INDUSTRIAL PROPERTIES	$29,425
Determination: PPI (Permit Issued by Delegate) Determination Date: 23-05-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P127/2024 P/N: 1	Planning Application	09/04/2024	8 Perennial Dr, Sunshine North	General Residential Zone (GRZ) Dwelling and PPAR-Single dwelling CONSTRUCTION OF A DWELLING OVER 6M IN HEIGHT IN A DESIGN AND DEVELOPMENT OVERLAY SCHEDULE 1	$1,000,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 09-05-2024					
P245/2022 P/N: 2	Planning Application	11/04/2024	1 Couper-Angus Gr, Sunshine	Neighbourhood Residential Zone (NRZ) Dwelling and PPAR-Single dwelling AMENDMENT TO THE ENDORSED PLANS FOR ONE DWELLING IN A LAND SUBJECTION TO INUNDATION OVERLAY TO REDESIGN THE LAYOUT OF THE DWELLING	$0
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 22-05-2024					
P72/2018 P/N: 2	Planning Application	12/04/2024	16 Charles St, St Albans 1/16 Charles St, St Albans 2/16 Charles St, St Albans	General Residential Zone (GRZ) Multi Unit Residential Development and PPAR-Multi dwelling AMENDMENT TO PLANS TO INCREASE CONCRETE AREAS AND REDUCE GRASS AREAS	$0
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 17-05-2024					
P138/2024 P/N: 1	Planning Application	15/04/2024	26A Elizabeth St, St Albans 15 Emily St, St Albans	General Residential Zone (GRZ) Subdivision - Residential and PPAR-Subdivision of land 2 LOT RESIDENTIAL SUBDIVISION (PS 907791J)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 27-05-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P140/2024 P/N: 1	Planning Application	15/04/2024	28 Perennial Dr, Sunshine North	General Residential Zone (GRZ) Dwelling and PPAR-Single dwelling CONSTRUCTION OF A DWELLING OVER 6M IN HEIGHT IN DESIGN AND DEVELOPMENT OVERLAY SCHEDULE 1	$800,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 07-05-2024					
P147/2024 P/N: 1	Planning Application	18/04/2024	59 Knight Ave, Sunshine North	Industrial 3 Zone (IN3) Remove/Vary/Create an Easement/Reserve and PPAR-Subdivision REMOVAL OF DRAINAGE AND SEWERAGE EASEMENT E-1	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 08-05-2024					
S47/2024 P/N: 1	Subdivision Certification	18/04/2024	59 Knight Ave, Sunshine North	Industrial 3 Zone (IN3) Creation/Vary/Remove Easement/Reserve REMOVAL OF DRAINAGE AND SEWERAGE EASEMENT E-1	$0
Determination: PSOC (Statement of Compliance) Determination Date: 17-05-2024					
P154/2024 P/N: 1	Planning Application	29/04/2024	209 Taylors Rd, St Albans	General Residential Zone (GRZ) Subdivision - Residential and PPAR-Subdivision of land 2 LOT RESIDENTIAL SUBDIVISION (PS 919533Q) OF LAND ADJACENT TO A ROAD IN A TRANSPORT ZONE 2	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 17-05-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P165/2024v P/N: 1	Planning Application (VicSmart)	30/04/2024	2/41 Perrett Ave, St Albans	General Residential Zone (GRZ) Subdivision - Residential and PPAR-Subdivision of land 2 LOT RESIDENTIAL SUBDIVISION (PS 924928L)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 03-05-2024					
P166/2024v P/N: 1	Planning Application (VicSmart)	30/04/2024	395 Fitzgerald Rd, Derrimut	Industrial 2 Zone (IN2) Buildings & Works to Industrial Premise and PPAR-Other buildings & works BUILDINGS AND WORKS TO AN EXISTING WAREHOUSE	$377,401
Determination: PPI (Permit Issued by Delegate) Determination Date: 16-05-2024					
P173/2024 P/N: 1	Planning Application	30/04/2024	38 Harcourt Ave, St Albans	Neighbourhood Residential Zone (NRZ) Subdivision - Residential 2 LOT RESIDENTIAL SUBDIVISION (PS 925153R)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 10-05-2024					
P323/2018 P/N: 2	Planning Application	01/05/2024	1-9 The Avenue, Sunshine West 7 The Avenue, Sunshine West 9 The Avenue, Sunshine West 1 The Avenue, Sunshine West 5 The Avenue, Sunshine West 3 The Avenue, Sunshine West	Neighbourhood Residential Zone (NRZ) Food & Drink Premise and Buildings & Works to Commercial Premise and P AMENDMENT TO THE PLANNING PERMIT AND ENDORSED PLANS TO ALLOW A FOOD VAN TO REMAIN ON-SITE PERMANENTLY	$0
Determination: PLAP (Planning Application Lapsed) Determination Date: 23-05-2024					

Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
P170/2024 P/N: 1	Planning Application	01/05/2024	21 Hertford Rd, Sunshine	Activity Centre Zone (ACZ) Dwelling and PPAR-Single dwelling CONSTRUCTION OF A SINGLE STOREY DETACHED DWELLING	$700,000
Determination: PWIT (Planning Application Withdrawn) Determination Date: 27-05-2024					
P174/2024 P/N: 1	Planning Application	01/05/2024	1/25 Lachlan Rd, Sunshine West 2/25 Lachlan Rd, Sunshine West	General Residential Zone (GRZ) Subdivision - Residential and PPAR-Subdivision of land 2 LOT RESIDENTIAL SUBDIVISION (PS 920389M) OF LAND AFFECTED BY A SPECIAL BUILDING OVERLAY	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 16-05-2024					
P320/2016 P/N: 5	Planning Application	06/05/2024	9 Hunter Rd, Derrimut	Industrial 1 Zone (IN1) PPAR-Other buildings & works (tanks etc) and Buildings & Works to Industrial Building AMENDMENT TO THE PLANS TO ALLOW FOR AN ADDITIONAL MEZZANINE AREA	$250,000
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 16-05-2024					
P178/2024 P/N: 1	Planning Application	07/05/2024	15 Hislop St, Keilor	Neighbourhood Residential Zone (NRZ) Multi Unit Residential Development and PPAR-Multi dwelling USE AND DEVELOPMENT OF THE LAND FOR A DWELLING WITHIN A MELBOURNE AIRPORT ENVIRONS OVERLAY SCHEDULE 1	$900,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 30-05-2024					

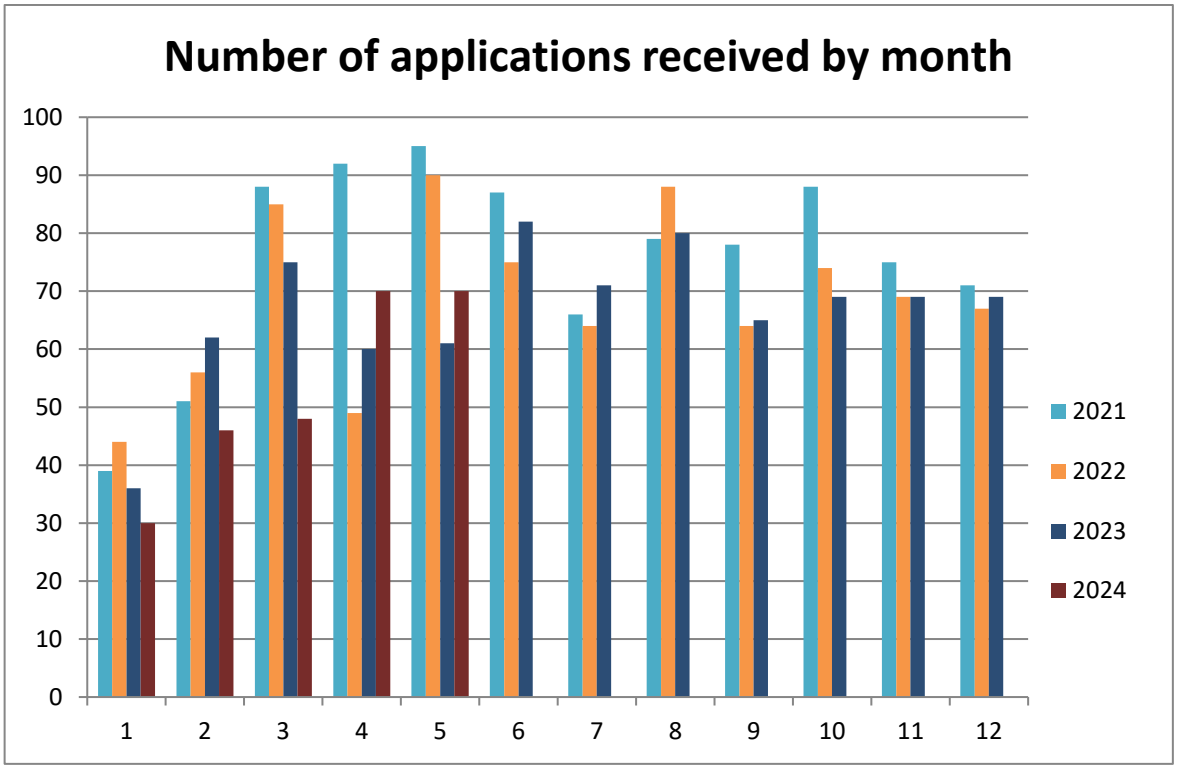
Application Number	Application Type	Received Date	Property Address	Proposal Description	Estimated Cost
S58/2024 P/N: 1	Subdivision Certification	09/05/2024	25 Swan St, Keilor Park 25 Swan St, Keilor Park	Neighbourhood Residential Zone (NRZ) Consolidation CONSOLIDATION OF TWO (2) ALLOTMENTS OF LAND (PC 382085T)	$0
Determination: PSOC (Statement of Compliance) Determination Date: 17-05-2024					
P190/2024v P/N: 1	Planning Application (VicSmart)	13/05/2024	61 Andrew Rd, St Albans	General Residential Zone (GRZ) Subdivision - Residential and PPAR-Subdivision of land 2 LOT RESIDENTIAL SUBDIVISION (PS 919104Q)	$0
Determination: PPI (Permit Issued by Delegate) Determination Date: 14-05-2024					
P132/2009 P/N: 2	Planning Application	20/05/2024	486B Foleys Rd, Derrimut	Industrial 1 Zone (IN1) Advertising/Signage and PPAR-Signage AMENDMENT TO THE PLANNING PERMIT TO EXTEND THE EXPIRY DATE OF THE MAJOR PROMOTION SIGN BY AN ADDITIONAL 10 YEARS	$0
Determination: PPAM (Amended Permit Issued by Delegate) Determination Date: 29-05-2024					
P200/2024v P/N: 1	Planning Application (VicSmart)	20/05/2024	1 Gunnedah St, Albion	Neighbourhood Residential Zone (NRZ) Dwelling Works (including fence) and PPAR-Other buildings & works (tan BUILDINGS AND WORKS (FRONT FENCE) IN A HERITAGE OVERLAY	$3,000
Determination: PPI (Permit Issued by Delegate) Determination Date: 21-05-2024					

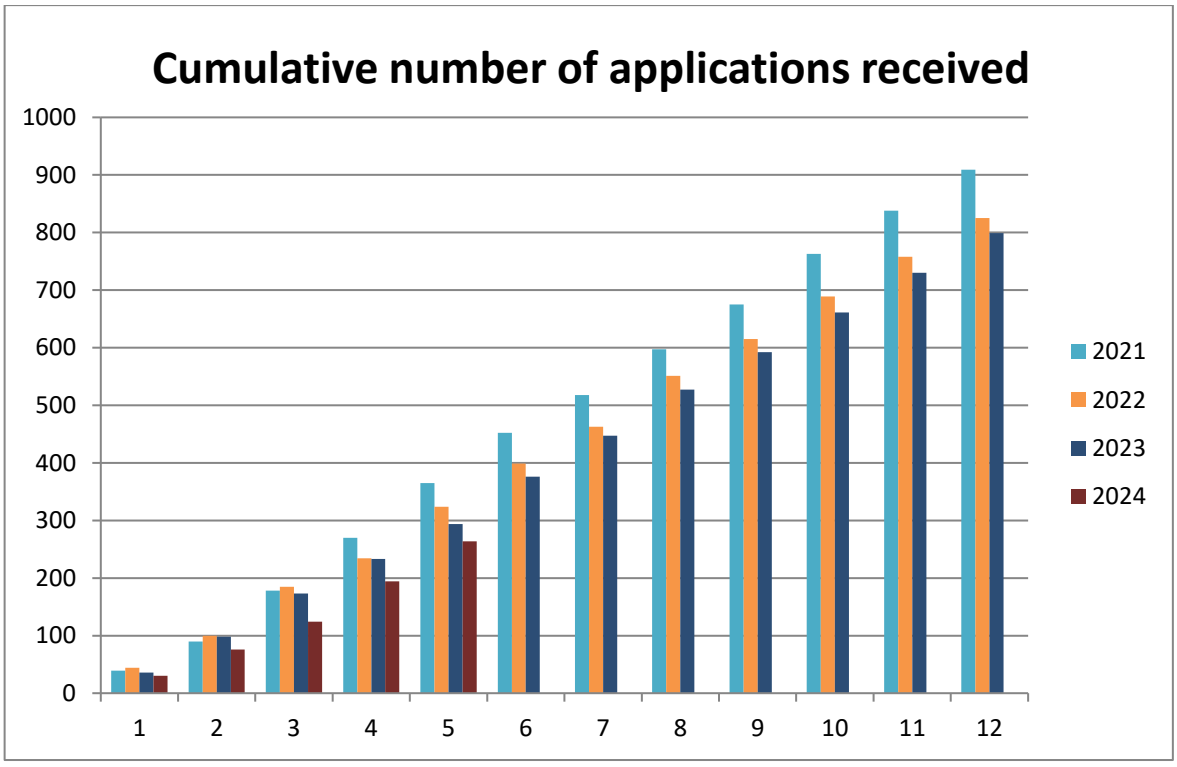
Summary

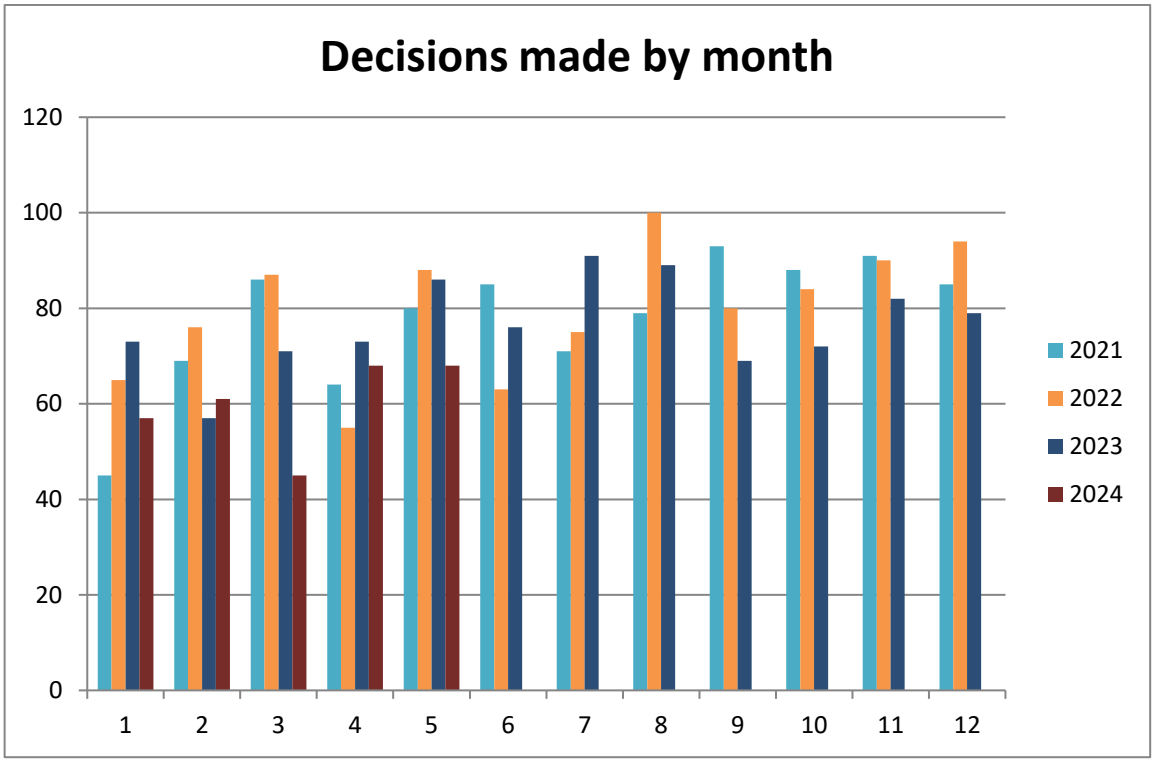
		Initial	Amended
Planning Applications:	67	59	8
General	*60*		
VicSmart	*7*		

Application Number	Application Type	Received Date			Property Address	Proposal Description	Estimated Cost
Subdivision Certification Applications:		30	30	0			
Total Applications:		**97**				**Total Estimated Cost:**	**$51,400,498**

Graphical representation of data from last three years






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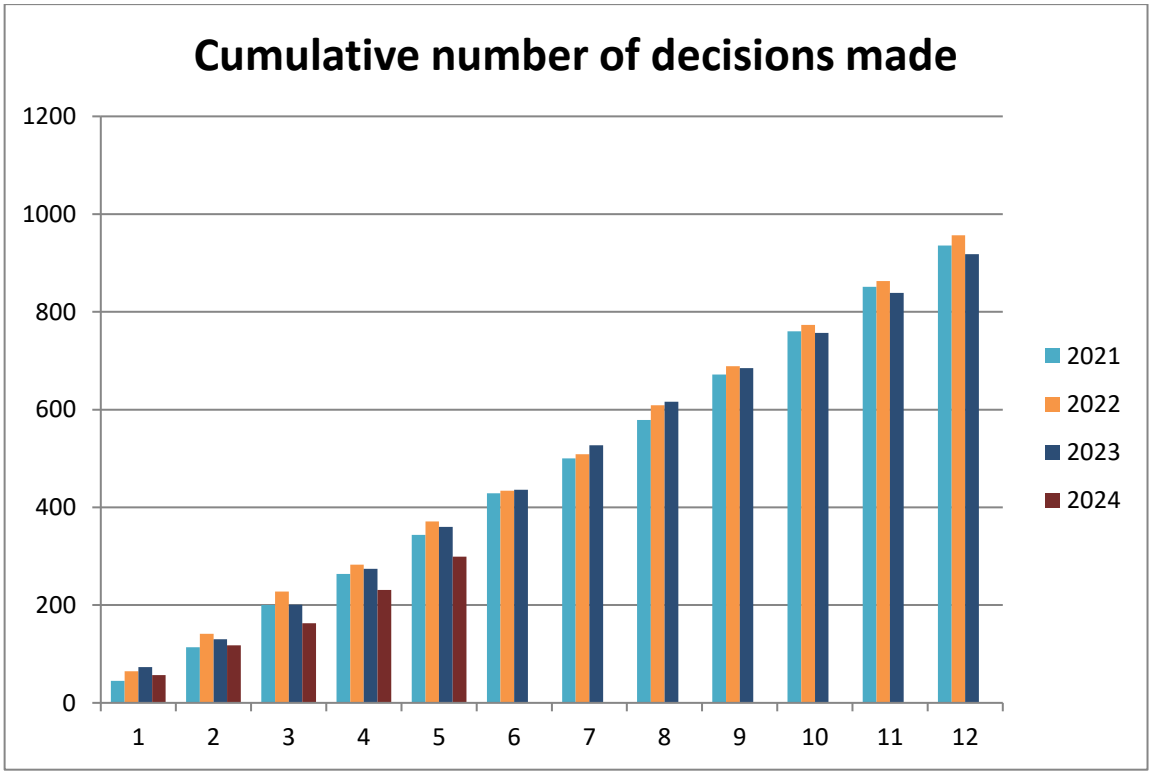
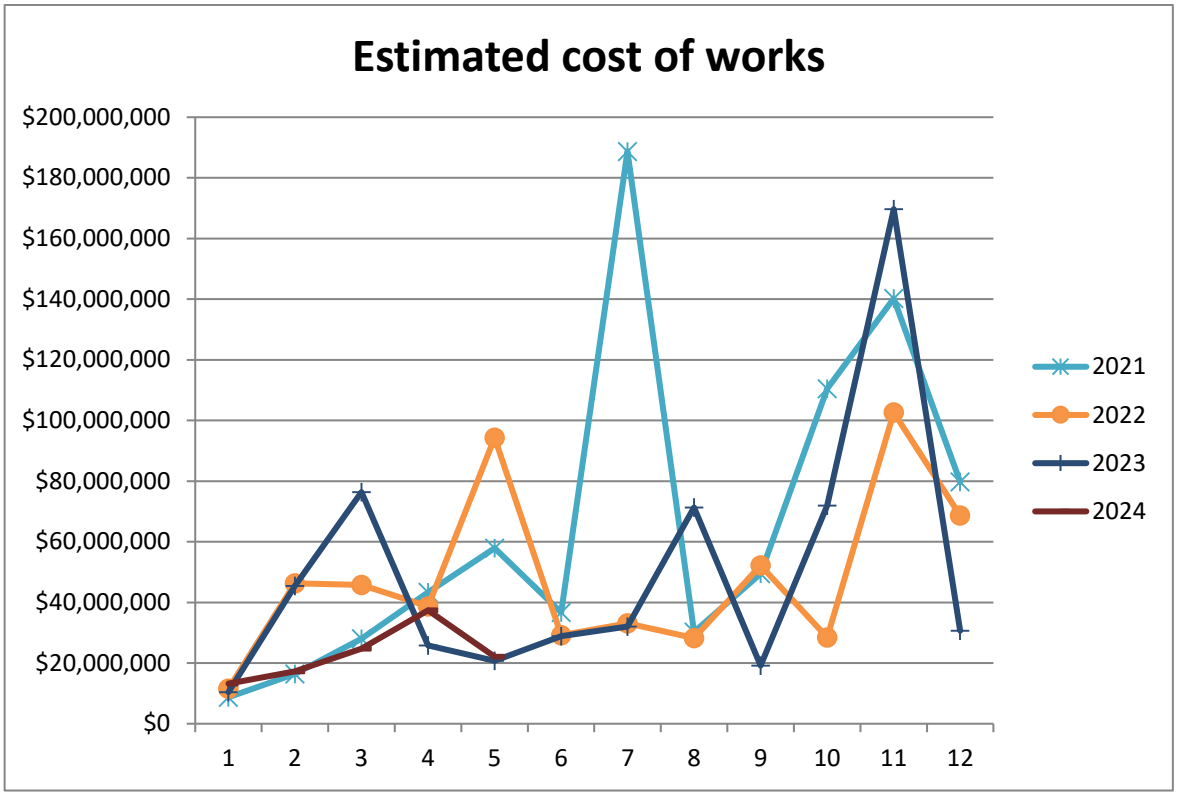
1
2
3
4
5
6
7
8
9
10
11
12
2021
2022
2023
2024


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
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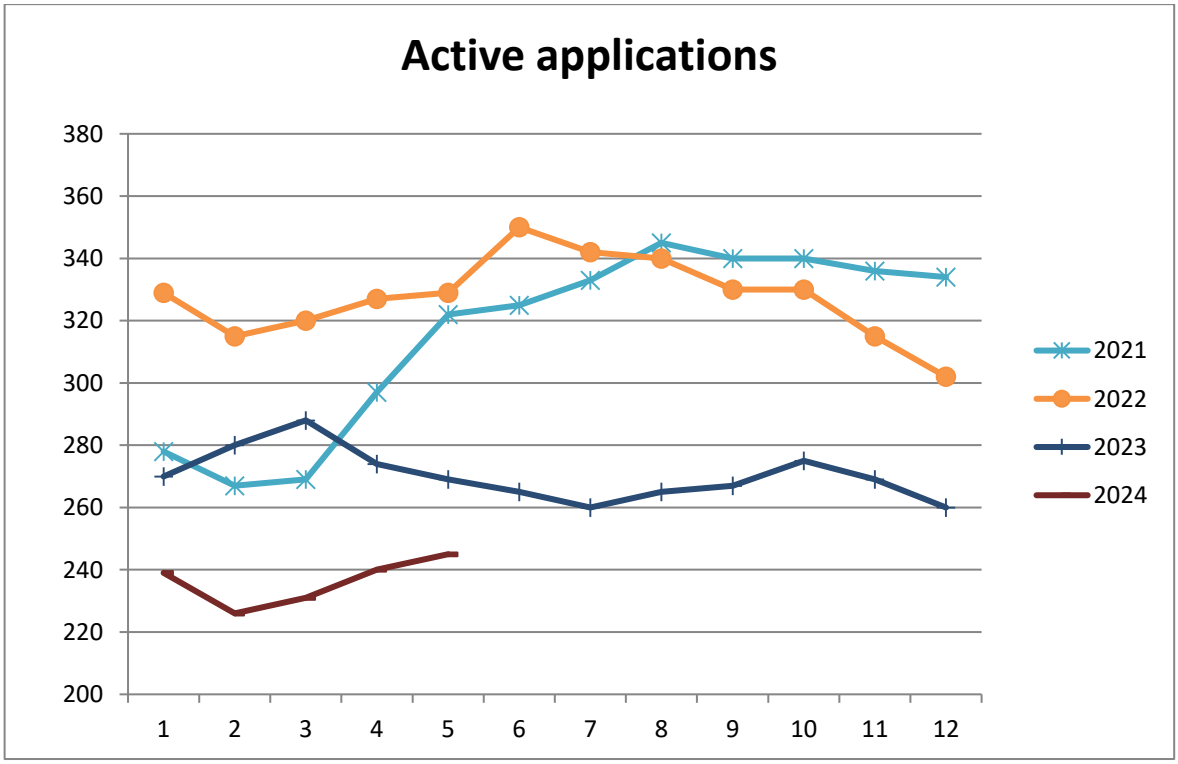
12
2021
2022
2023
2024


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 May 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	Council abandoned Amendment C214brim at the 19 March 2024 Council Meeting.	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. At the 16 March 2024 Council Meeting Council resolved to abandon Amendment C214brim. A letter was sent to the Minister for Planning on 11 April 2024 advising of Council's decision to abandon the amendment and a notice was published on Council's website on 9 April 2024.

Amendment	Intent	Status	Progress summary
			On 30 May 2024 submitters were notified of Councils decision to abandon the amendment.
Amendment C219 – Heritage Update	Update heritage properties in the Grand Junction and Matthews Hill Estate precincts and include Beaufort Houses and Quonset Warehouse	Council officers submitted Amendment C219 to the Minister for Planning for authorisation on 20 December 2022. The Minister is yet to determine this matter. On 31 May 2024 the Minister prepared and approved Amendment C240 to maintain interim heritage protection on five properties until 30 May 2025.	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. 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. The Minister prepared and approved Amendment C240 on 30 May 2024 to extend the interim Heritage Overlay applied to these five properties until 30 May 2025. 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

Amendment	Intent	Status	Progress summary
			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 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.

13.6	**Brimbank Planning Scheme Amendment C239brim Housing and Neighbourhood Character Strategy**
Directorate	City Futures
Director	Kelvin Walsh
Manager	Leanne Deans
Attachment(s)	1. Brimbank C239brim Explanatory Report Authorisation [**13.6.1** - 16 pages] 2. Brimbank C239brim Instruction Sheet Authorisation [**13.6.2** - 2 pages] 3. Brimbank C239brim Planning Scheme Maps Authorisation [**13.6.3** - 11 pages] 4. Brimbank C239brim Ordinances Authorisation [**13.6.4** - 70 pages] 5. Brimbank C239brim Brimbank Housing and Neighbourhood Character Strategy - Body (BCC, 2024) Authorisation [**13.6.5** - 109 pages] 6. Brimbank C239brim Brimbank Housing and Neighbourhood Character Strategy - Appendices (BCC, 2024) Authorisation [**13.6.6** - 43 pages] 7. Brimbank C239brim Brimbank Housing and Neighbourhood Character Background Report (BCC, 2024) Authorisation [**13.6.7** - 273 pages] 8. Brimbank C239brim Brimbank Housing Strategy - Background Analysis (BCC, 2021) Authorisation [**13.6.8** - 176 pages] 9. Brimbank C239brim Designing for Density in the RGZ - Design Guidelines (BCC, 2024) Authorisation [**13.6.9** - 19 pages]

Purpose

For Council to consider proposed Amendment C239brim to the Brimbank Planning Scheme to implement the *Brimbank Housing and Neighbourhood Character Strategy* (Brimbank City Council, 2024).

Officer Recommendation

That Council:

a. Notes that Planning Scheme Amendment C225brim has been submitted to the Minister for Planning for approval and will translate the Brimbank Planning Scheme into the new planning scheme format required by the Victorian Government, including a new Municipal Planning Strategy.

b. Notes that Council submitted Planning Scheme Amendment C225brim to the Minister for Planning on 2 November 2022 and it is yet to be approved.

c. Notes that proposed Planning Scheme Amendment C239brim has been prepared to accord with the new Planning Policy Framework in Amendment C225brim.

d. Notes that Planning Scheme Amendment C239brim proposes to give limited exhibition under Section 19(1B) of the *Planning and Environment Act 1987* (*the Act*) on the basis that giving individual notice to all the owners and occupiers of residential land in the City of Brimbank is considered impractical, and that reasonable steps will be taken to ensure that public notice of the proposed amendment is given, including a six week exhibition and five public notices in the Star Weekly, and that owners and occupiers of land are entitled to make submissions in accordance with sections 21 and 21A of *the Act*.

e. Endorses the proposed Planning Scheme Amendment C239brim as shown in Attachments 1, 2, 3, 4, 5, 6, 7, 8 and 9 to this report for public exhibition, including giving notice of the amendment in accordance with Section 19(1B) of the *Planning and Environment Act 1987*.

f. Subject to the Minister for Planning approving Planning Scheme Amendment C225brim, requests authorisation from the Minister for Planning to prepare and exhibit the proposed Planning Scheme Amendment C239brim under Section 8A of the *Planning and Environment Act 1987*.

g. Notes that proposed Planning Scheme Amendment C239brim will not be lodged with the Minister for Planning (Minister) until Planning Scheme Amendment C225brim has been approved and gazetted by the Minister.

h. Delegates to the Director City Futures endorsement of changes to Planning Scheme Amendment C239brim that are required following approval of Planning Scheme Amendment C225brim and or as part of any conditional authorisation of Planning Scheme Amendment C239brim.

i. Receives a further report outlining submissions received on the proposed Planning Scheme Amendment C239brim and Council's options in relation to the amendment.

Background

In December 2019, the State Government released Planning Practice Notes – *PPN90: Planning for Housing*, and *PPN91: Using the Residential Zones* – to provide guidance on how councils should plan for and manage housing change. The Practice Notes specify that councils should develop a Residential Development Framework (RDF) that is underpinned by a local housing strategy and other relevant strategic work, such as a neighbourhood character strategy, to implement local housing directions.

In April 2024, Council adopted the *Brimbank Housing and Neighbourhood Character Strategy* (*the Strategy*), which is an integrated plan for housing and neighbourhood character. *The Strategy*, which supersedes the previous housing strategy completed by Council in 2014, sets out how Brimbank can meet housing need over the next 20 years through a framework that provides a broad mix of housing in the most suitable locations. *The Strategy* is informed by the *Brimbank Housing and Neighbourhood Character Background Report* (2024), which outlines Brimbank's residential context, analyses housing opportunities and constraints, and presents emerging neighbourhood character precincts.

The Strategy is structured around five themes – growth, character, diversity, amenity and sustainability. It has been prepared to:

- Support growth and enhance liveability
- Respect and celebrate neighbourhood character and facilitate high quality new development that contributes positively to the public realm
- Enhance housing diversity to meet changing community needs and respond to an urgent need for more affordable housing
- Manage potential amenity conflicts between residential and other incompatible land uses
- Improve the sustainability and climate resilience of new housing development.

The RDF in *the Strategy* articulates Council's strategic directions on planning for and managing housing change in Brimbank. It comprises 11 character-change areas with each area having a distinct residential zone schedule containing design or neighbourhood character objectives that correspond to a relevant preferred future character.

The Strategy recommends that an amendment to the Brimbank Planning Scheme be undertaken to implement the strategic directions identified in the RDF and other changes relating to policy provisions.

Matters for Consideration

Planning Scheme Amendment C239brim (Amendment C239brim) seeks to implement *the Strategy* by making changes to zones and ordinances in the Brimbank Planning Scheme by:

- Rezoning residential land so that the respective schedules to the Residential Growth Zone (RGZ), General Residential Zone (GRZ) and Neighbourhood Residential Zone (NRZ) are applied to 11 character-change areas as identified in the proposed RDF at Clause 02.04
- Amending GRZ Schedule 2 (GRZ2) and NRZ Schedule 1 (NRZ1
- Introducing RGZ Schedule 2 (RGZ2), GRZ Schedule 3 (GRZ3) and NRZ Schedules 3, 4, 5, 6, 7, 8 and 9 (NRZ3, NRZ4, NRZ5, NRZ6, NRZ7, NRZ8 and NRZ9 respectively)
- Updating the context at Clause 02.01, strategic directions at Clause 02.03 and strategic framework plans at Clause 02.04 in the Municipal Planning Strategy (MPS) as proposed under the Planning Policy Framework (PPF) in Planning Scheme Amendment C225brim (the PPF amendment), which is currently being considered for approval by the Minister for Planning
- Updating local policies at Clauses 13.05, 15.01 and 16.01 in the PPF as proposed under the PPF amendment
- Updating the Schedule to Clause 66.04
- Updating operational provisions at Clause 72.08 and Clause 74.02 as proposed under the PPF amendment.

Amendment C239brim also proposes consequential changes to the following residential zone schedules by amending their names and updating content language to ensure consistency across schedules:

- RGZ Schedule 1 (RGZ1)
- GRZ Schedule 1 (GRZ1)
- NRZ Schedule 2 (NRZ2)

Further details of Amendment C239brim can be found in the amendment documentation, which comprises:

- Explanatory Report (**Attachment 1**)
- Instruction Sheet (**Attachment 2**)
- Planning Scheme Maps (**Attachment 3**)

- Ordinances (**Attachment 4**), which consist of the MPS, PPF, residential zone schedules, Schedule to Clause 66.04 (Referral of permit applications under local provisions), Schedule to Clause 72.08 (Background documents) and Schedule to Clause 74.02 (Further strategic work)
- Background documents (**Attachments 5 to 9**), which consist of
  - *Brimbank Housing and Neighbourhood Character Strategy* (Brimbank City Council, 2024)
  - *Brimbank Housing and Neighbourhood Character Background Report* (Brimbank City Council, 2024)
  - *Brimbank Housing Strategy: Background Analysis* (Brimbank City Council, 2021)
  - *Designing for Density in the Residential Growth Zone: Design Guidelines* (Brimbank City Council, 2024).

The Strategy attached to this report and the associated background report include minor editorial changes since they were adopted by Council. These changes include:

- Updating the cover page and content to remove the prefix 'draft' given Council has adopted the documents.
- Removing open landfills from interface areas given *the Strategy* defines interface areas as land in proximity to a major hazard facility only (p. 59).
- Removing the sentence 'Growth and change will be minimal' about development in the Landscape Suburban character areas given the character typology applies to both incremental and minimal change areas (p. 130).
- Updating the recommended zone schedule in the RDF for a small number of properties in Kealba that were accidentally overlooked.
- Amending the term 'increased change' to 'moderate change' following advice from the Department of Transport and Planning.

Options

There are two options before Council to consider:

- **Option A** – Provide support for Amendment C239brim as per the recommendation.
- **Option B** – Not support the preparation of Amendment C239brim.

Council officers recommend Option A as this will enable Council to plan for and manage housing change in accordance with the relevant Planning Practice Notes released by the State Government and *the Strategy* adopted by Council at its Council Meeting in April 2024. Amendment C239brim and *the Strategy* are consistent with Council's overarching objectives and strategic directions relating to places and spaces, i.e. liveable and connected neighbourhoods.

Analysis

Amendment C239brim is required to implement *the Strategy* into the Brimbank Planning Scheme to guide and manage housing change in Brimbank over the next 20 years. This will provide the right amount of housing at the appropriate location, typology and scale to enhance liveability and affordability.

Council's strategic directions regarding planning for and managing housing change is articulated in *the Strategy* through the RDF. Specifically, the RDF encourages diverse housing in the most suitable locations by designating land for one of four housing change levels:

- **Substantial change** – applies to areas immediately surrounding metropolitan or major activity centres and train stations, and along key transport corridors that do not have significant heritage or environmental constraints. In these areas, the RGZ applies with a maximum building height of 13.5 metres (4 storeys).

- **Moderate change** – applies to areas within walkable distances to activity centres and train stations that do not have significant heritage or environmental constraints. In these areas, the GRZ applies with a maximum building height of 11 metres and 3 storeys.

- **Incremental change** – applies to neighbourhoods that do not have walkable access to major opportunities such as a major activity centre or train station but may have access to a neighbourhood or local activity centre, or less frequent transport. In these areas, the NRZ applies with a maximum building height of 9 metres and 2 storeys.

- **Minimal change** – applies to areas where new development will be limited by the Heritage Overlay or site conditions such as proximity to a major hazard facility or landfill site, and aircraft noise from Melbourne Airport. In these areas, the NRZ applies with a maximum building height of 9 metres and 2 storeys and requirements for additional private open space. Interface areas, i.e. land near a major hazard facility, are additionally subject to a new subdivision requirement on minimum lot size to limit subdivision potential. An application to subdivide land or construct two or more dwellings in the interface areas must be referred to WorkSafe Victoria, which is listed as a recommending referral authority in the Schedule to Clause 66.04.

Amendment C239brim implements relevant objectives in the *Planning and Environment Act 1987* (*the Act*) through the RDF, which:

- Ensures Brimbank has sufficient housing capacity to accommodate projected population growth over the next 20 years.
- Directs future housing towards the most suitable locations.
- Ensures housing change occurs at a rate that is appropriate to the area.
- Requires development to respect neighbourhood character where necessary.
- Encourages a diverse range of housing for various household types.
- Facilitates the provision of affordable housing.

Details of how Amendment C239brim addresses environmental, social and economic effects, complies with the requirements of relevant Ministerial Directions, and supports or implements relevant policies in the PPF are contained in the Explanatory Report as shown in **Attachment 1**.

The policy provisions to be amended under Amendment C239brim are based on those proposed in the Planning Policy Framework (PPF), which Council adopted as part of Planning Scheme Amendment C225brim. Amendment C225brim translates local policy into the new planning scheme format, including new policy identified as part of a planning scheme review. Council submitted Amendment C225brim to the Minister for Planning (Minister) for approval on 2 November 2022 following Council's adoption of the amendment at the Council Meeting on 18 October 2022. Officers worked closely with the Department of Transport and Planning to accord with guidance and direction and anticipate a decision by the Minister soon. On the basis that the Minister may approve the PPF amendment with changes which may also impact Amendment C239brim, it is

necessary that Council delegates to the Director City Future endorsement of required changes to Amendment C239brim that might be required following approval of Amendment C225brim. Officers do not anticipate these would be significant in nature.

Conclusion

Council has prepared and adopted a new housing and neighbourhood character strategy, which supersedes the previous housing strategy completed in 2014. The new Strategy, which accords with the guidance contained in PPN90 and PPN91 released by the State Government in December 2019, provides strategic directions on how to plan for and manage housing change in Brimbank over the next 20 years. These directions are articulated in the RDF and proposed changes to policy provisions. It is necessary that a planning scheme amendment be undertaken to implement *the Strategy*.

Next Steps

Subject to Council's endorsing Amendment C239brim and the Minister's approval of Amendment C225brim to introduce the new PPF, Amendment C239brim would be submitted to the Minister for consideration and placed on exhibition if authorised. On this basis, Amendment C239brim will not be submitted to the Minister for authorisation until Amendment C225brim is approved.

During the exhibition, the community and other stakeholders will have the opportunity to lodge submissions to Amendment C239brim. Following public exhibition, all submissions will be presented to Council for consideration. Where submissions cannot be resolved, Council may choose to refer the submissions to an independent Planning Panel for consideration or abandon Amendment C239brim.

If Council refers the submissions to a Planning Panel, the Panel will hold a public hearing and prepare a Panel Report outlining recommendations on how Council may proceed. The Panel Report will be presented to Council for consideration where Council may choose to support all, some or none of the recommendations prior to considering whether to adopt or abandon Amendment C239brim.

If adopted, Amendment C239brim will then be submitted to the Minister for consideration. The Minister can either approve the amendment, with or without changes, or refuse the amendment.

Community Engagement

Under Section 19(1)(b) of *the Act*, Council is required to give notice of the amendment to owners and occupiers of land materially affected by the amendment. However, under Section 19(1A) of *the Act*, Council is not required to give notice under Section 19(1)(b) if it considers the number of owners and occupiers affected makes it impractical to notify them all individually about the amendment. On the basis the amendment affects nearly all residential land in Brimbank, officers consider it appropriate to give notice under Section 19(1B) of *the Act*, which is to take reasonable steps to ensure that:

a. Public notice of the proposed amendment is given in the area affected by the amendment; and
b. That notice states that owners and occupiers of land are entitled to make submissions in accordance with Sections 21 and 21A of *the Act*.

Subject to the Minister authorising the preparation of Amendment C239brim, it is proposed that the amendment be exhibited for at least six weeks in accordance with Section 19(1B) of *the Act*, including

- A six-week exhibition period including five public notices in the local newspaper (Star Weekly) and one notice in the Victorian Government Gazette
- Notification to prescribed Ministers and relevant authorities
- Information at the Brimbank Community and Civic Centre
- Information on Council's main website and Your Say website.

Any person can make a submission to Council about the amendment.

Resource And Risk Implications

Resource requirements to prepare and exhibit Amendment C239brim can be met within the Annual Budget 2024/2025.

Community: potential impact on community, including public trust and customer service impact
• Yes - the amendment will have implications on how residential land may be developed in the future. This will be of interest to the community, may be politically sensitive and therefore likely to have customer service impacts during the planning scheme amendment period.

Environmental: impacts on environmental sustainability, including water/waste management, climate change, and contaminated land
• Yes - the amendment seeks to, among other things, enhance sustainability through improved planning and residential development guidance.

Financial: significant financial impacts
• Yes - Council will need to notify owners and occupiers of a residential property in Brimbank to which the amendment will apply.

Regulatory: legal, legislative or regulatory implications including the rights/obligations of stakeholders
• Yes - Council will be bound by the procedural obligations associated with planning scheme amendments as established by the *Planning and Environment Act 1987* and Ministerial Direction No. 15.

Safety: health, safety or duty of care impacts
• Yes - the amendment seeks to, among other things, minimise amenity impacts by limiting residential development in areas that are designated for minimal change due to the presence of one or more constraints such as aircraft noise, and proximity to a major hazard facility or a significant landfill site.

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 Brimbank Planning Scheme, the *Planning and Environment Act 1987*, relevant Ministerial Directions, PPN90 and PPN91.

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

Planning and Environment Act 1987

Brimbank Planning Scheme

Amendment C239brim

Explanatory Report

Overview

The amendment seeks to implement the *Brimbank Housing and Neighbourhood Character Strategy* (Brimbank City Council, 2024) by making changes to zones and ordinances in the Brimbank Planning Scheme. The amendment does this by:

- rezoning residential land so that the respective schedules to the Residential Growth Zone (RGZ), General Residential Zone (GRZ) and Neighbourhood Residential Zone (NRZ) are applied to 11 character-change areas as identified in the proposed Residential Development Framework (RDF) at Clause 02.04
- amending the GRZ Schedule 2 (GRZ2) and NRZ Schedule 1 (NRZ1)
- introducing RGZ Schedule 2 (RGZ2), GRZ Schedule 3 (GRZ3) and NRZ Schedules 3, 4, 5, 6, 7, 8 and 9 (NRZ3, NRZ4, NRZ5, NRZ6, NRZ7, NRZ8 and NRZ9 respectively)
- updating the context at Clause 02.01, strategic directions at Clause 02.03 and strategic framework plans at Clause 02.04 in the Municipal Planning Strategy (MPS)
- updating local policies at Clauses 13.05, 15.01 and 16.01 in the Planning Policy Framework (PPF)
- updating the Schedule to Clause 66.04
- updating operational provisions at Clause 72.08 and Clause 74.02.

The amendment also proposes consequential changes to the following residential zone schedules by amending their names and updating content language to ensure consistency across schedules:

- RGZ Schedule 1 (RGZ1)
- GRZ Schedule 1 (GRZ1)
- NRZ Schedule 2 (NRZ2).

Where you may inspect this amendment

The amendment can be inspected free of charge at Brimbank City Council website at https://yoursay.brimbank.vic.gov.au/AmendmentC239brim.

The amendment is available for public inspection, free of charge, during office hours

at:

Brimbank Community and Civic Centre
301 Hampshire Road
Sunshine VIC 3020

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

Submissions

Any person may make a submission to the planning authority about the amendment. Submissions about the amendment must be received by Friday, XX XXX 2024.

To make a formal submission, you **must clearly state**:

- **your name**
- **address**
- **contact number** (during business hours)

And whether you:

- **support** the amendment and **reasons why**
- **support** the amendment **with suggested changes** and **reasons why**, or
- **oppose** the amendment and **reasons why**.

A submission must be sent to:

Brimbank City Council
Attention: City Strategy Department
301 Hampshire Road
Sunshine VIC 3020

Or

Via email to: housing@brimbank.vic.gov.au

Or

Via an **online submission template (preferred)** on Brimbank City Council website at https://yoursay.brimbank.vic.gov.au/AmendmentC239brim.

Panel hearing dates

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

- Directions hearing: week commencing XX XXX 2024
- Panel hearing: XX XXX 2024

Details of the amendment

Who is the planning authority?

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

Land affected by the amendment

The amendment applies to all existing residential land, except the Mixed Use Zone (MUZ) and the following areas, which are subject to separate planning frameworks:

- River Valley Estate in Sunshine North
- St Albans Activity Centre
- Sunshine Activity Centre
- Sydenham Activity Centre.

A copy of the proposed RDF, which shows the residential areas affected by the amendment, is provided at **Attachment 1** to this Explanatory Report.

What the amendment does

The amendment seeks to implement the *Brimbank Housing and Neighbourhood Character Strategy* (Brimbank City Council, 2024), henceforth referred to as the Strategy, by making changes to zones and ordinances in the Brimbank Planning Scheme.

Specifically, the amendment makes the following changes:

Zoning maps

- Amends Planning Scheme Map Nos. 1 to 5 and 7 to 12 to rezone existing residential land to accord with the 11 character-change areas identified in the proposed RDF at Clause 02.04 (Strategic framework plan).

Ordinance

- Amends Clause 02.01 (Context) to update future housing and demographic data as informed by the *Housing Strategy: Background Analysis* (Urban Enterprise, 2022) report.
- Amends Clauses 02.03-1 (Settlement), 02.03-3 (Environmental risks and amenity), 02.03-4 (Built environment and heritage) and 02.03-5 (Housing) to update strategic directions relating to activity centres, noise abatement, major hazard facilities, built environment, and residential development.
- Amends Clause 02.04 (Strategic framework plan) to replace the housing map with the proposed RDF.
- Amends Clause 13.05-1L (Noise management) to include additional areas where residential developments need to consider noise attenuation measures to protect amenity.

- Amends Clause 15.01-1L (Urban design) to encourage active frontages around open spaces.
- Amends Clause 15.01-2L-01 (Building design – Brimbank) to include new strategies relating to materials, finishes and internal layouts.
- Inserts a new local policy under Clause15.01-2L-02 (Building design – residential growth areas) to provide design guidance to high-density developments in areas where the proposed Residential Growth Zone Schedule 2 (RGZ2) applies.
- Amends Clause 15.01-5L (Neighbourhood character) to encourage new developments that are responsive to one of six preferred character areas.
- Amends Clause 16.01-1L (Housing supply) to encourage housing diversity and provide guidance on the preferred location for each housing type.
- Amends Clause 16.01-2L (Housing affordability) to provide guidance on the preferred location for affordable housing.
- Amends Clause 16.01-5L (Residential aged care facilities) to provide guidance on the preferred location for residential aged care facilities.
- Amends Schedule 1 to Clause 32.07 (RGZ) by changing its name to *Residential Areas 1* and updating its content to ensure consistent language across schedules.
- Inserts Schedule 2 to Clause 32.07 (RGZ) and applies it to *Urban Renewal – Substantial Change Areas* as identified in the RDF.
- Amends Schedule 1 to Clause 32.08 (GRZ) by changing its name to *Residential Areas 2* and updating its content to ensure consistent language across schedules.
- Amends Schedule 2 to Clause 32.08 (GRZ) and applies it to *Urban Transitional – Moderate Change Areas* as identified in the RDF.
- Inserts Schedule 3 to Clause 32.08 (GRZ) and applies it to *Grand Suburban – Moderate Change Areas* as identified in the RDF.
- Amends Schedule 1 to Clause 32.09 (NRZ) and applies it to *Suburban Traditional – Incremental Change Areas* as identified in the RDF.
- Amends Schedule 2 to Clause 32.09 (NRZ) by changing its name to *Residential Areas 3* and updating its content to ensure consistent language across schedules.
- Inserts Schedules 3 and 4 to Clause 32.09 (NRZ) and applies them to *Suburban Traditional – Minimal Change Areas* and *Suburban Traditional – Minimal Change Interface Areas* respectively as identified in the RDF.
- Inserts Schedules 5, 6 and 7 to Clause 32.09 (NRZ) and applies them to *Suburban Masterplanned – Incremental Change Areas*, *Suburban Masterplanned – Minimal Change Areas* and *Suburban Masterplanned – Minimal Change Interface Areas* respectively as identified in the RDF.
- Inserts Schedules 8 and 9 to Clause 32.09 (NRZ) and applies them to *Landscape Suburban – Incremental Change Areas* and *Landscape Suburban – Minimal Change Areas* respectively as identified in the RDF.

- Amends the Schedule to Clause 66.04 (Referral of permit applications under local provisions) to list WorkSafe Victoria as a recommending referral authority for an application to which Clause 32.09-3 or Clause 32.09-7 applies under the NRZ4 or NRZ7.
- Amends the Schedule to Clause 72.08 (Background documents) to delete *Brimbank Housing Strategy, Home and Housed* (Brimbank City Council, 2014) and insert the following background documents:
  - *Brimbank Housing and Neighbourhood Character Strategy* (Brimbank City Council, 2024)
  - *Brimbank Housing and Neighbourhood Character Background Report* (Brimbank City Council, 2024)
  - *Brimbank Housing Strategy: Background Analysis* (Brimbank City Council, 2021)
  - *Designing for Density in the Residential Growth Zone: Design Guidelines* (Brimbank City Council, 2024).
- Amends the Schedule to Clause 74.02 (Further strategic work) to delete completed work, i.e. preparation of a neighbourhood character study and review of the 2014 housing strategy.

Strategic assessment of the amendment

Why is the amendment required?

Amendment C239brim is required to implement the Strategy into the Brimbank Planning Scheme to guide and manage housing change in Brimbank over the next 20 years. This will provide the right amount of housing at the appropriate location, typology and scale to enhance liveability and affordability.

State Government Planning Policy

In December 2019, the State Government released Planning Practice Notes – *PPN90: Planning for Housing*, and *PPN91: Using the Residential Zones* – to provide guidance on how councils should plan for and manage housing change. The Practice Notes specify that councils should develop a RDF that is underpinned by a local housing strategy and other relevant strategic work, such as a neighbourhood character strategy, to implement local housing directions.

Council's Strategic Work

In April 2024, the council adopted the Strategy, which is an integrated plan for housing and neighbourhood character that sets out how Brimbank can meet housing need over the next 20 years through a framework that provides a broad mix of housing in the most suitable locations. The Strategy is informed by the *Brimbank Housing and Neighbourhood Character Background Report* (Brimbank City Council, 2024), which outlines Brimbank's residential context, analyses housing opportunities and constraints, and presents emerging neighbourhood character precincts.

The Strategy is structured around five themes – growth, character, diversity, amenity and sustainability. It has been prepared to:

- support growth and enhance liveability
- respect and celebrate neighbourhood character and facilitate high quality new development that contributes positively to the public realm
- enhance housing diversity to meet changing community needs and respond to an urgent need for more affordable housing
- manage potential amenity conflicts between residential and other incompatible land uses
- improve the sustainability and climate resilience of new housing development.

The RDF in the Strategy articulates the council's strategic directions on planning for and managing housing change in Brimbank. Specifically, the RDF encourages diverse housing in the most suitable locations by designating land for one of four housing change levels:

- Substantial change – applies to areas immediately surrounding metropolitan or major activity centres and train stations, and along key transport corridors that do not have significant heritage or environmental constraints. In these areas, the RGZ applies with a maximum building height of 13.5 metres (4 storeys).
- Moderate change – applies to areas within walkable distances to activity centres and train stations that do not have significant heritage or environmental constraints. In these areas, the GRZ applies with a maximum building height of 11 metres and 3 storeys.
- Incremental change – applies to neighbourhoods that do not have walkable access to major opportunities such as a major activity centre or train station but may have access to a neighbourhood or local activity centre, or less frequent transport. In these areas, the NRZ applies with a maximum building height of 9 metres and 2 storeys.
- Minimal change – applies to areas where new development will be limited by the Heritage Overlay or site conditions such as proximity to a major hazard facility or landfill site, and aircraft noise from Melbourne Airport. In these areas, the NRZ applies with a maximum building height of 9 metres and 2 storeys and requirements for additional private open space. Interface areas, i.e. land near a major hazard facility, are additionally subject to a new subdivision requirement on minimum lot size to limit subdivision potential. An application to subdivide land or construct two or more dwellings in interface areas must be referred to WorkSafe Victoria, which is listed as a recommending referral authority in the Schedule to Clause 66.04.

The RDF comprises 11 character-change areas with each area having a distinct residential zone schedule containing design or neighbourhood character objectives that correspond to a relevant preferred future character.

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

The amendment implements the following objectives in Section 4(1) of the *Planning and Environment Act 1987*:

- *(a) to provide for the fair, orderly, economic and sustainable use, and development of land*
- *(c) to secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria*
- *(d) to conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value*
- *(f) to facilitate development in accordance with the objectives set out in paragraphs (a), (b), (c), (d) and (e)*
- *(fa) to facilitate the provision of affordable housing in Victoria*
- *(g) to balance the present and future interests of all Victorians.*

The amendment implements these objectives through the RDF, which:

- ensures Brimbank has sufficient housing capacity to accommodate projected population growth over the next 20 years
- directs future housing towards the most suitable locations
- ensures housing change occurs at a rate that is appropriate to the area
- requires developments to respect neighbourhood character where necessary
- encourages a diverse range of housing for various household types
- facilitates the provision of affordable housing.

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

Environmental

The amendment delivers a net environmental benefit by:

- directing future housing towards locations with good access to jobs, services and public transport thereby reducing reliance on private transport
- requiring landscaping in developments of two or more dwellings thereby encouraging retention of existing trees and planting of new canopy trees.

Social

The amendment delivers a net social benefit by:

- encouraging more housing around activity centres thereby creating more active and vibrant neighbourhoods
- encouraging housing diversity thereby accommodating more household types
- facilitating the provision of affordable housing thereby providing greater access for lower-income households

- requiring developments to respect neighbourhood character where necessary thereby enhancing preferred character
- requiring developments to include noise attenuation measures where necessary thereby protecting amenity.

Economic

The amendment delivers a net economic benefit by:

- encouraging more housing around activity centres thereby fostering more local economic activity
- incentivising urban consolidation in substantial and moderate change areas, and high-density and well-designed developments in the RGZ thereby encouraging more intensive construction activity and more productive use of land.

Does the amendment address relevant bushfire risk?

The amendment meets bushfire policy at Clause 13.02 (Bushfire planning) because it does not increase bushfire risk anywhere in Brimbank.

No land in Brimbank is affected by the Bushfire Management Overlay. Only a small number of residential properties to the north of Brimbank are in a Bushfire Prone Area. The RDF designates these properties for either incremental or minimal change, where the NRZ applies. These properties, however, are already in the NRZ and the amendment does not propose any changes to land use.

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

The amendment complies with:

Ministerial Direction on the Form and Content of Planning Schemes

The amendment has been prepared in accordance with the requirements of this Ministerial Direction.

Ministerial Direction No. 9 Metropolitan Strategy

The amendment has been prepared with regard to relevant directions in *Plan Melbourne: 2017-2050*:

- *Direction 2.1 Manage the supply of new housing in the right locations to meet population growth and create a sustainable city.*

  The amendment ensures Brimbank has sufficient housing capacity to meet population growth. It helps create a sustainable city by directing future housing towards locations with good access to jobs, services and public transport, and where significant heritage or environmental constraints do not apply.

- *Direction 2.2 Deliver more housing closer to jobs and public transport.*

  The amendment encourages high-density developments of up to 13.5 metres (4 storeys) in substantial change areas and developments of up to 11 metres and 3 storeys in moderate change areas. Both change areas are located around activity centres with good access to jobs, services and public transport.

- *Direction 2.5 Provide greater choice and diversity of housing.*

  The amendment's mix of housing change areas encourages a diverse range of housing types, sizes and densities to meet various household types and needs.

- *Direction 4.4 Respect Melbourne's heritage as we build for the future.*

  The amendment designates areas with an existing Heritage Overlay for minimal change to ensure housing change does not occur at the expense of heritage conservation.

- *Direction 5.1 Create a city of 20-minute neighbourhoods.*

  The amendment supports 20-minute neighbourhoods by directing future housing towards substantial and moderate change areas, which are around activity centres with good access to jobs, services and public transport.

- *Direction 5.2 Create neighbourhoods that support safe communities and healthy lifestyles.*

  The amendment promotes safe communities and healthy lifestyles by delivering more compact neighbourhoods that support sustainable transportation modes instead of car reliance.

- *Direction 6.1 Transition to a low-carbon city to enable Victoria to achieve its target of net zero greenhouse gas emissions by 2050.*

  The amendment supports this direction by encouraging more high-density and less energy-intensive developments in substantial change areas, and reducing car reliance through more compact neighbourhoods that support sustainable transportation modes.

- *Direction 6.4 Make Melbourne cooler and greener.*

  The amendment helps make Melbourne cooler and greener by requiring developments of two or more dwellings to provide landscaping that encourages retention of existing trees and planting of new canopy trees.

- *Direction 6.6 Improve air quality and reduce the impact of excessive noise.*

  The amendment helps reduce the impact of excessive noise by increasing the areas where residential developments need to consider noise attenuation measures to protect amenity.

Ministerial Direction No. 11 Strategic Assessment of Amendments

This Explanatory Report has been prepared in accordance with the requirements of this Ministerial Direction ensuring a comprehensive strategic evaluation of the amendment and the outcomes it produces.

Ministerial Direction No. 20 Major Hazard Facilities

The amendment has been prepared to minimise potential human and property exposure from the risk of incidents that may occur at a major hazard facility and ensure their ongoing viability.

The amendment introduces a new subdivision requirement on minimum lot sizes to limit the subdivision potential of properties in interface areas, i.e. land within a threshold distance of a major hazard facility as specified by WorkSafe Victoria. The RDF designates interface areas for minimal change.

The amendment lists WorkSafe Victoria as a recommending referral authority for an application relating to the NRZ4 or NRZ7 that requires a permit under Clause 32.09-3 (Subdivision) or Clause 32.09-7 (Construction and extension of two or more dwellings on a lot, dwellings on common property and residential buildings).

The amendment has addressed all matters identified by WorkSafe Victoria and the authority does not have any objection to the amendment.

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

The amendment supports or implements the following Planning Policy Framework:

Clause 11 Settlement

- Clause 11.01-1S (Settlement)

  The amendment supports this policy as it helps develop sustainable communities through a settlement framework that offers convenient access to jobs, services, infrastructure and community facilities.

- Clause 11.01-1R (Settlement – Metropolitan Melbourne)

  The amendment implements this policy as it helps to focus investment and growth in places of state significance, e.g. the Sunshine National Employment and Innovation Cluster, Sunshine Metropolitan Activity Centre, and Sunshine Health and Education Precinct, and create mixed-use neighbourhoods at varying densities such as urban-renewal precincts that offer more choice in housing, create jobs and opportunities for local businesses and deliver better access to services and facilities.

- Clause 11.02-1S (Supply of urban land)

  The amendment implements this policy as it seeks to ensure a sufficient supply of land is available for residential and other uses as it plans for urban

growth over at least a 15-year period and provides clear direction on locations where growth should occur. In planning for urban growth, the amendment considers population projections, forecast housing demand, opportunities for urban consolidation, neighbourhood character, land capability, natural hazards, environmental quality and service limitations.

- Clause 11.03-1S (Activity centres)

  The amendment supports this policy as it encourages a diversity of housing types at higher densities in and around activity centres through local policy and the application of the RGZ and GRZ around the metropolitan and major activity centres.

Clause 13 Environmental Risks and Amenity

- Clause 13.05-1S (Noise management)

  The amendment supports this policy as it helps manage noise effects on sensitive land uses by designating residential areas affected by the Melbourne Airport Environs Overlay (MAEO) for minimal change in the RDF.

- Clause 13.05-1L (Noise management – Brimbank)

  The amendment supports this policy as it helps manage noise effects on sensitive land uses by amending this local policy to require residential development along major roads and rail interfaces to also incorporate appropriate noise attenuation to protect amenity.

- Clause 13.07-1S (Land use compatibility)

  The amendment supports this policy as it helps protect community amenity, human health and safety while it facilitates appropriate commercial, industrial or other uses with potential adverse off-site impacts by designating residential areas within a threshold distance of a significant landfill site or major hazard facility for minimal change in the RDF.

- Clause 13.07-2S (Major hazard facilities)

  The amendment supports this policy as it seeks to minimise the potential for human and property exposure to risk from incidents that may occur at a major hazard facility and ensures the ongoing viability of major hazard facilities by limiting subdivision potential of properties located in interface areas, i.e. areas within the threshold distance of an existing major hazard facility.

Clause 15 Built Environment and Heritage

- Clause 15.01-1S (Urban design)

  The amendment supports this policy as it helps create urban environments that are safe, healthy, functional and enjoyable and that contribute to a sense of place by requiring development to respond to its context in terms of character, natural features, surrounding landscape and climate.

- Clause 15.01-1L (Urban design – Brimbank)

  The amendment supports this policy as it helps create urban environments that are safe, healthy, functional and enjoyable and that contribute to a sense of place by updating this local policy to encourage redevelopment sites that interface with open space to provide an active frontage.

- Clause 15.01-2S (Building design)

  The amendment implements this policy as it seeks to achieve building design and siting outcomes that contribute positively to the local context, enhance the public realm and support environmentally sustainable development through new design guidance in residential zone schedules.

- Clause 15.01-2L-01 (Building design – Brimbank)

  The amendment supports this policy by adding new strategies to encourage residential developments to use high quality, durable materials and finishes, as well as include internal layouts that represent good passive design outcomes.

- Clause 15.01-2L-02 (Building design – residential growth areas)

  The amendment seeks to achieve building design and siting outcomes that contribute positively to the local context, enhance the public realm and support environmentally sustainable development in residential growth areas by inserting this new local policy to provide new design guidance for developments in the RGZ2 as identified in the RDF.

- Clause 15.01-4R (Healthy neighbourhoods – Metropolitan Melbourne)

  The amendment implements this policy of creating 20-minute neighbourhoods as it seeks to direct future housing growth towards larger activity centres with good access to a train station by designating residential areas near these centres and stations for substantial or moderate change.

- Clause 15.01-5S (Neighbourhood character)

  The amendment implements this policy as it introduces new neighbourhood character guidance to ensure future developments contribute to the preferred neighbourhood character by updating the local policy at Clause 15.01-5L (Neighbourhood character – Brimbank), and inserting neighbourhood character objectives into updated and new residential zone schedules that reflect the various preferred character precincts as identified in the RDF.

- Clause 15.03-1S (Heritage conservation)

  The amendment supports this policy as it helps conserve places of heritage significance by designating residential areas with a Heritage Overlay for minimal change.

Clause 16 Housing

- Clause 16.01-1S (Housing supply)

  The amendment implements this policy as it seeks to facilitate well-located, integrated and diverse housing that meets community needs by directing housing growth through the RDF to provide the right amount of housing at the appropriate location, typology and scale to enhance liveability and affordability.

- Clause 16.01-1R (Housing supply – Metropolitan Melbourne)

  The amendment implements this policy as it seeks to manage new housing supply to meet population growth and create a sustainable city through well-located housing. It does this by providing certainty about scale of growth through various residential zones and allowing a range of housing change areas that balances protecting valued areas against providing housing choice and growth as identified in the RDF.

  The amendment also supports this policy by amending the local policy at Clause 16.01-1L (Housing supply – Brimbank) to provide locational guidance for various housing types.

- Clause 16.01-2S (Housing affordability)

  The amendment supports this policy as it seeks to deliver more affordable housing closer to jobs, transport and services by ensuring sufficient housing supply to meet demand and encouraging a mix of housing types in well-located areas. It also supports this policy by updating the local policy at Clause 16.01-2L (Housing affordability – Brimbank) to include locational guidance for affordable housing.

- Clause 16.01-5S (Residential aged care facilities)

  The amendment supports this policy as it seeks to facilitate the development of well-designed and appropriately located residential aged care facilities by updating the local policy at Clause 16.01-5L (Residential aged care facilities – Brimbank) to provide locational guidance for residential aged care facilities.

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

The amendment supports the MPS as follows:

Clause 02.01 (Context)

The amendment updates the context with better data on future housing and demographics.

Clause 02.02 (Vision)

The amendment contributes to Brimbank’s vision as it seeks to achieve a:

- liveable community where people can move around easily via sustainable transport modes, live sustainably with greater resilience to climate change, and be housed in an urban environment that supports a growing population in designated areas while respecting neighbourhood character and heritage
- prosperous community where housing is of high quality, well-located and relatively affordable.

Clause 02.03-3 (Environmental risks and amenity)

The amendment updates the strategic directions for noise abatement to increase the areas where residential developments need to consider noise attenuation measures to protect amenity.

Clause 02.03-4 (Built environment and heritage)

The amendment updates the built environment context to reflect the housing change and character findings in the Strategy, and consequently updates the strategic directions for built environment to articulate the Strategy's aspirations for new developments in relation to design, neighbourhood character, heritage conservation and landscaping.

Clause 02.03-5 (Housing)

The amendment updates the context for residential development to support housing that is sustainable and climate resilient with minimal conflict against non-residential uses. It also updates the strategic directions for residential development to articulate the Strategy's approach to planning for and managing housing supply as identified in the proposed RDF.

Clause 02.04 (Strategic framework plans)

The amendment updates the plans under this clause by replacing the housing map with the proposed RDF.

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

The amendment makes proper use of the Victoria Planning Provisions by applying controls consistent with the Ministerial Direction on Form and Content for Planning Schemes to facilitate appropriate residential zoning.

Specifically, it is appropriate to apply the:

- RGZ to areas where the proposed RDF has identified for substantial change.
- GRZ to areas where the proposed RDF has identified for moderate change.
- NRZ to areas where the proposed RDF has identified for incremental change
- NRZ with a requirement for additional private open space to areas where the proposed RDF has identified for minimal change.
- NRZ with a subdivision requirement on minimum lot sizes and a requirement for additional private open space to areas where the proposed RDF has

identified for minimal change and the areas interface with a major hazard facility.

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

The amendment has been prepared in consultation with WorkSafe Victoria, as part of a Ministerial Direction No. 20 (MD20) referral (refer above), and Melbourne Airport. The council has considered feedback from Melbourne Airport and made changes to the Strategy, where appropriate.

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

The amendment complies with the relevant requirements of the Transport Integration Act 2010, specifically Part 2, Division 2, 11 (Integration of transport and land use). It is considered that the amendment will not result in a significant impact upon the transport system.

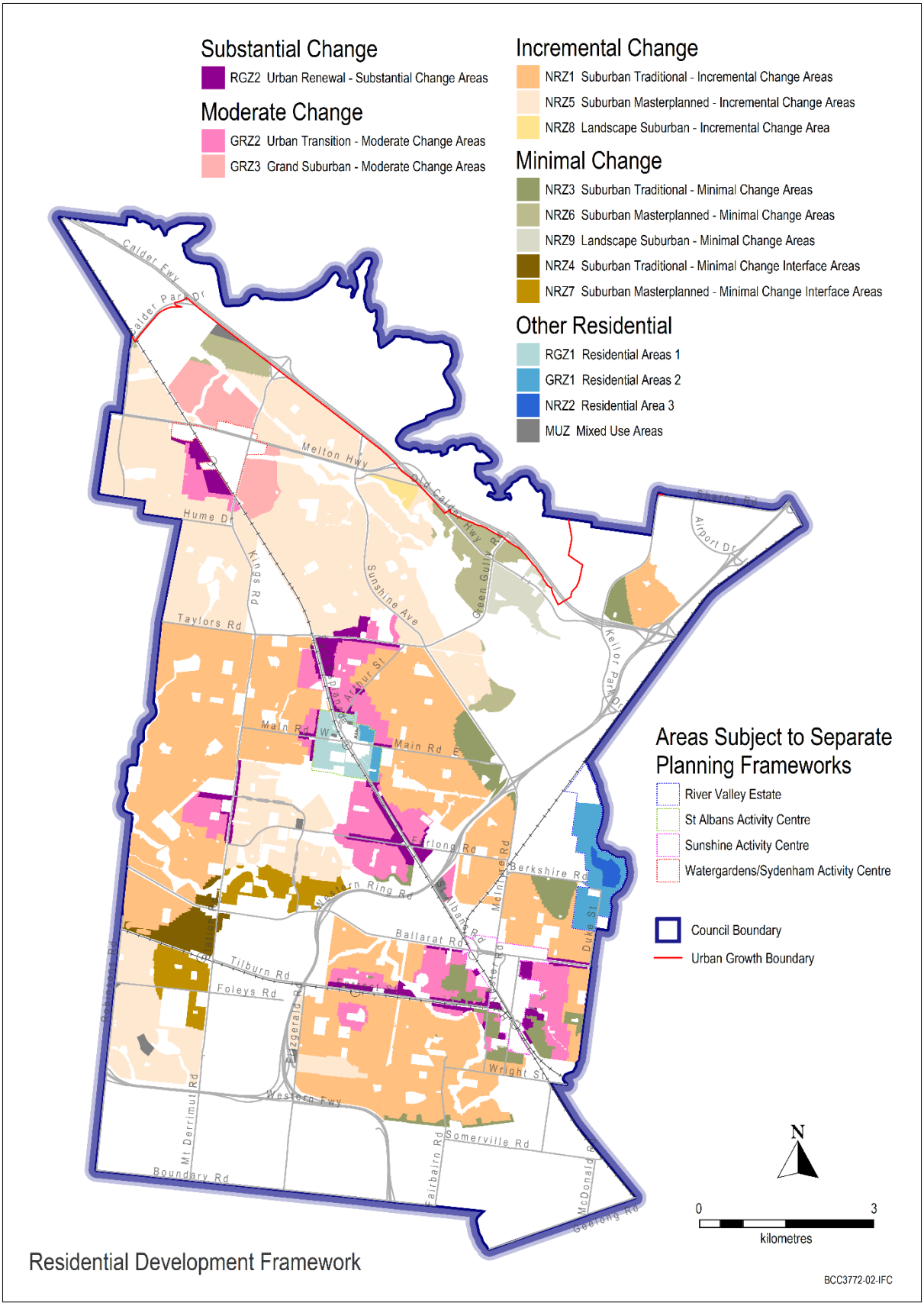
The amendment provides for higher and medium density residential development in and around activity centres and train stations to promote the integration of transport and land use and facilitate access to social and economic opportunities.

Resource and administrative costs

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

The amendment is not expected to have any significant impact on the resource and administrative costs of the responsible authority.

Attachment 1 – Residential Development Framework



Planning and Environment Act 1987

Brimbank Planning Scheme

Amendment C239brim

Instruction sheet

The planning authority for this amendment is the Brimbank City Council.

The Brimbank Planning Scheme is amended as follows:

Planning Scheme Maps

The Planning Scheme Maps are amended by a total of 11 attached map sheets.

Zoning Maps

1. Amend Planning Scheme Map Nos 1 to 5 and 7 to 12 in the manner shown on the 11 attached maps marked “Brimbank Planning Scheme, Amendment C239brim”.

Planning Scheme Ordinance

The Planning Scheme Ordinance is amended as follows:

2. In **Purpose and Vision** – replace Clause 02.01 with a new Clause 02.01 in the form of the attached document.

3. In **Purpose and Vision** – replace Clause 02.03 with a new Clause 02.03 in the form of the attached document.

4. In **Purpose and Vision** – replace Clause 02.04 with a new Clause 02.04 in the form of the attached document.

5. In **Planning Policy Framework** – replace Clause 13.05-1L with a new Clause 13.05-1L in the form of the attached document.

6. In **Planning Policy Framework** – replace Clause 15.01-1L with a new Clause 15.01-1L in the form of the attached document.

7. In **Planning Policy Framework** – replace Clause 15.01-2L-01 with a new Clause 15.01-2L-01 in the form of the attached document.

8. In **Planning Policy Framework** – insert new Clause 15.01-2L-02 in the form of the attached document.

9. In **Planning Policy Framework** – replace Clause 15.01-5L with a new Clause 15.01-5L in the form of the attached document.

10. In **Planning Policy Framework** – replace Clause 16.01-1L with a new Clause 16.01-1L in the form of the attached document.

11. In **Planning Policy Framework** – replace Clause 16.01-2L with a new Clause 16.01-2L in the form of the attached document.

12. In **Planning Policy Framework** – replace Clause 16.01-5L with a new Clause 16.01-5L in the form of the attached document.

13. In **Zones** – Clause 32.07, replace Schedule 1 with a new Schedule 1 in the form of the attached document.

14. In **Zones** – Clause 32.07, insert a new Schedule 2 in the form of the attached document.

15. In **Zones** – Clause 32.08, replace Schedule 1 with a new Schedule 1 in the form of the attached document.

16. In **Zones** – Clause 32.08, replace Schedule 2 with a new Schedule 2 in the form of the attached document.

17. In **Zones** – Clause 32.08, insert a new Schedule 3 in the form of the attached document.

18. In **Zones** – Clause 32.09, replace Schedule 1 with a new Schedule 1 in the form of the attached document.

19. In **Zones** – Clause 32.09, replace Schedule 2 with a new Schedule 2 in the form of the attached document.

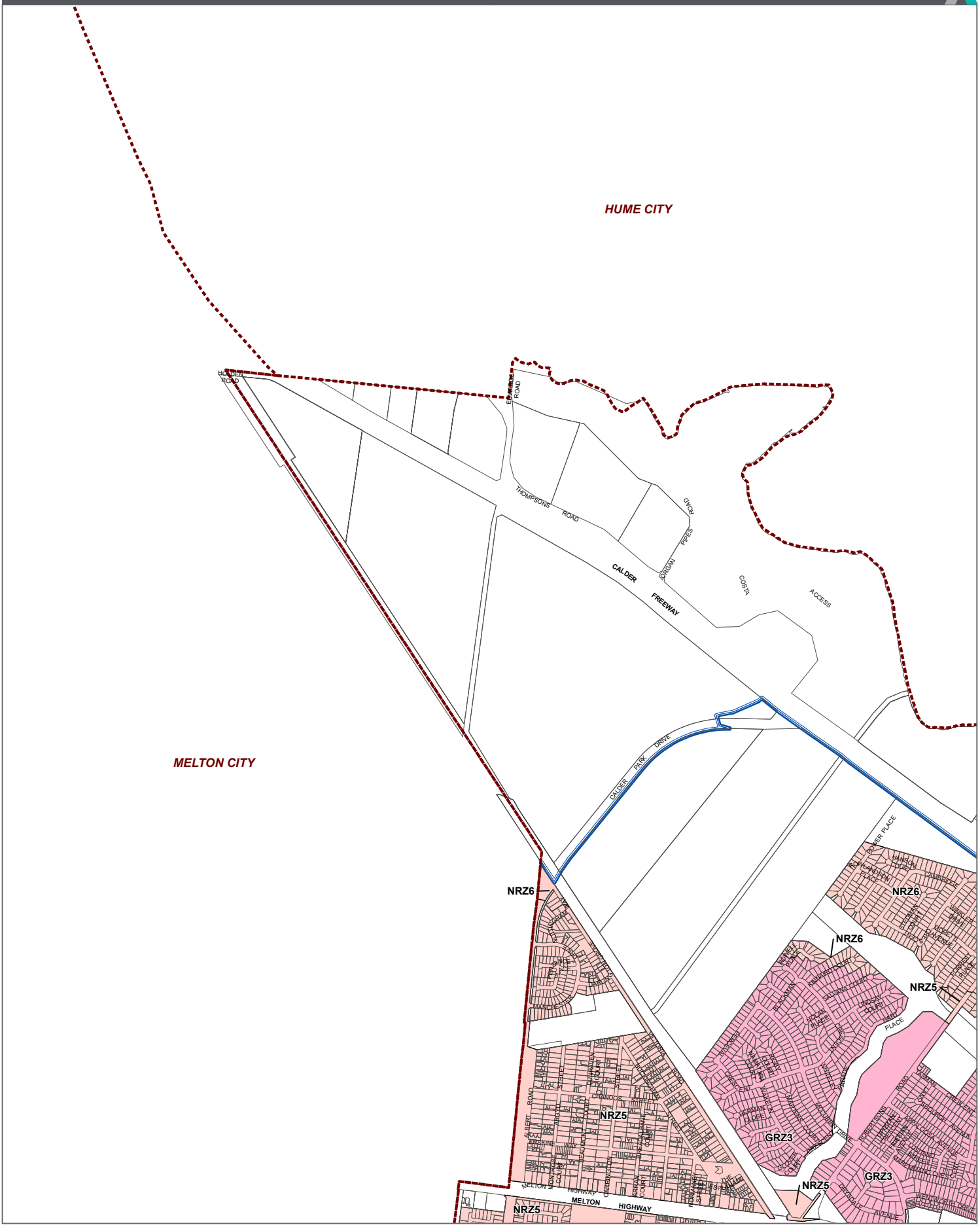
20. In **Zones** – Clause 32.09, insert new Schedules 3, 4, 5, 6, 7, 8 and 9 in the form of the attached documents.

21. In **General Provisions** – Clause 66.04, replace the Schedule with a new Schedule in the form of the attached document.

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

23. In **Operational Provisions** – Clause 74.02, replace the Schedule with a new Schedule in the form of the attached document.

End of document



LEGEND

- GRZ - General Residential Zone
- NRZ - Neighbourhood Residential Zone
- Municipal Boundary
- Land Outside Urban Growth Zone

Attachment 13.6.3

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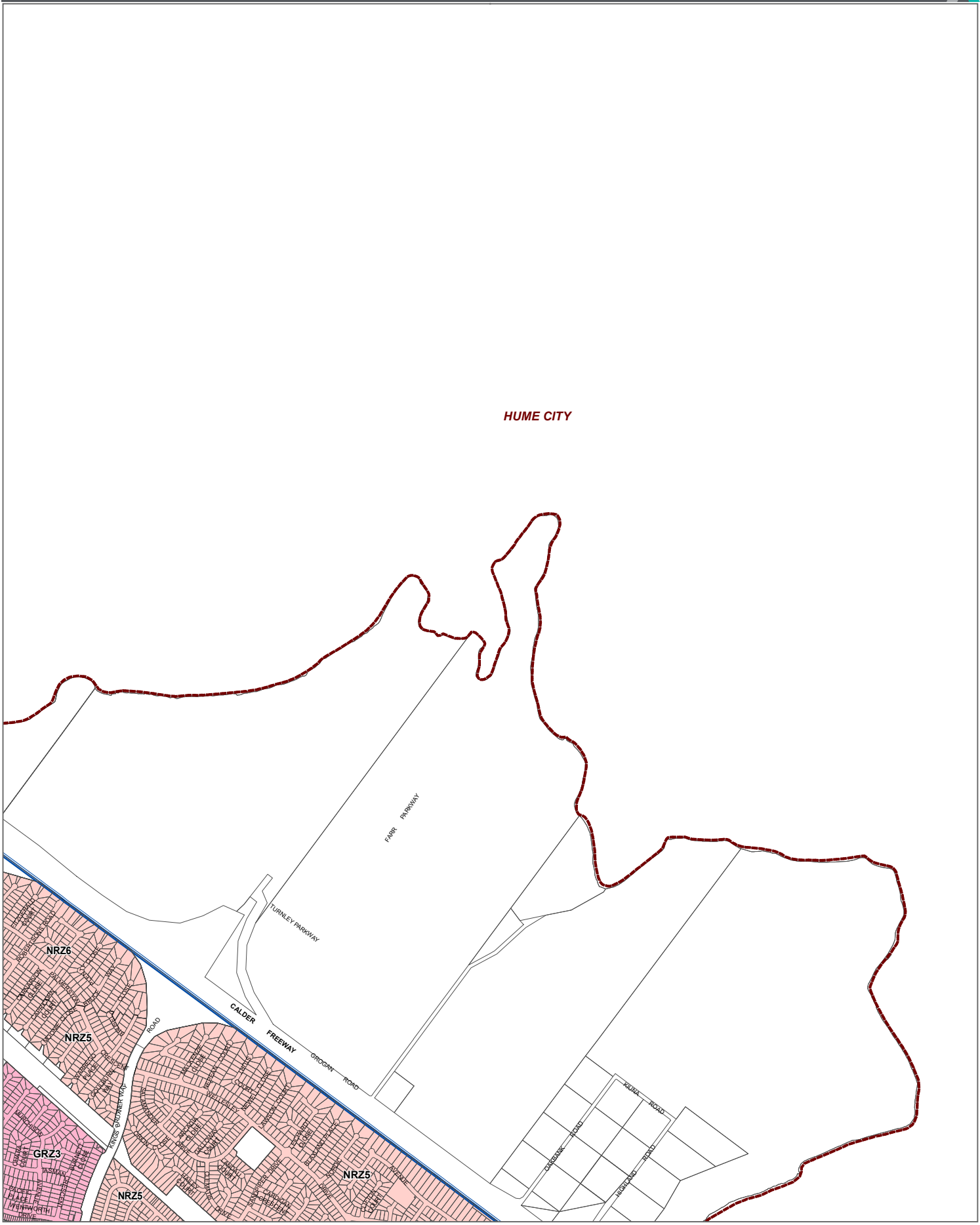

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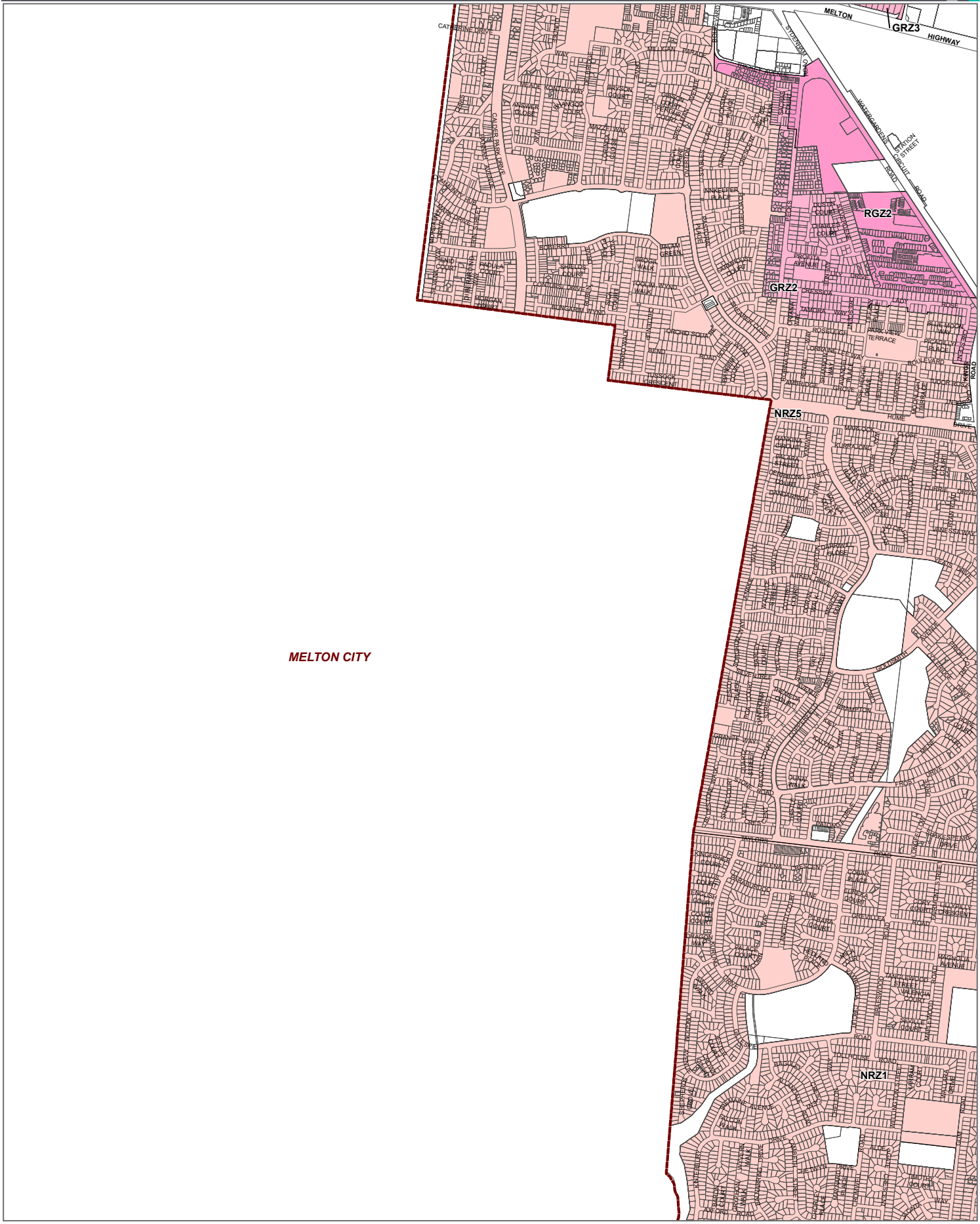

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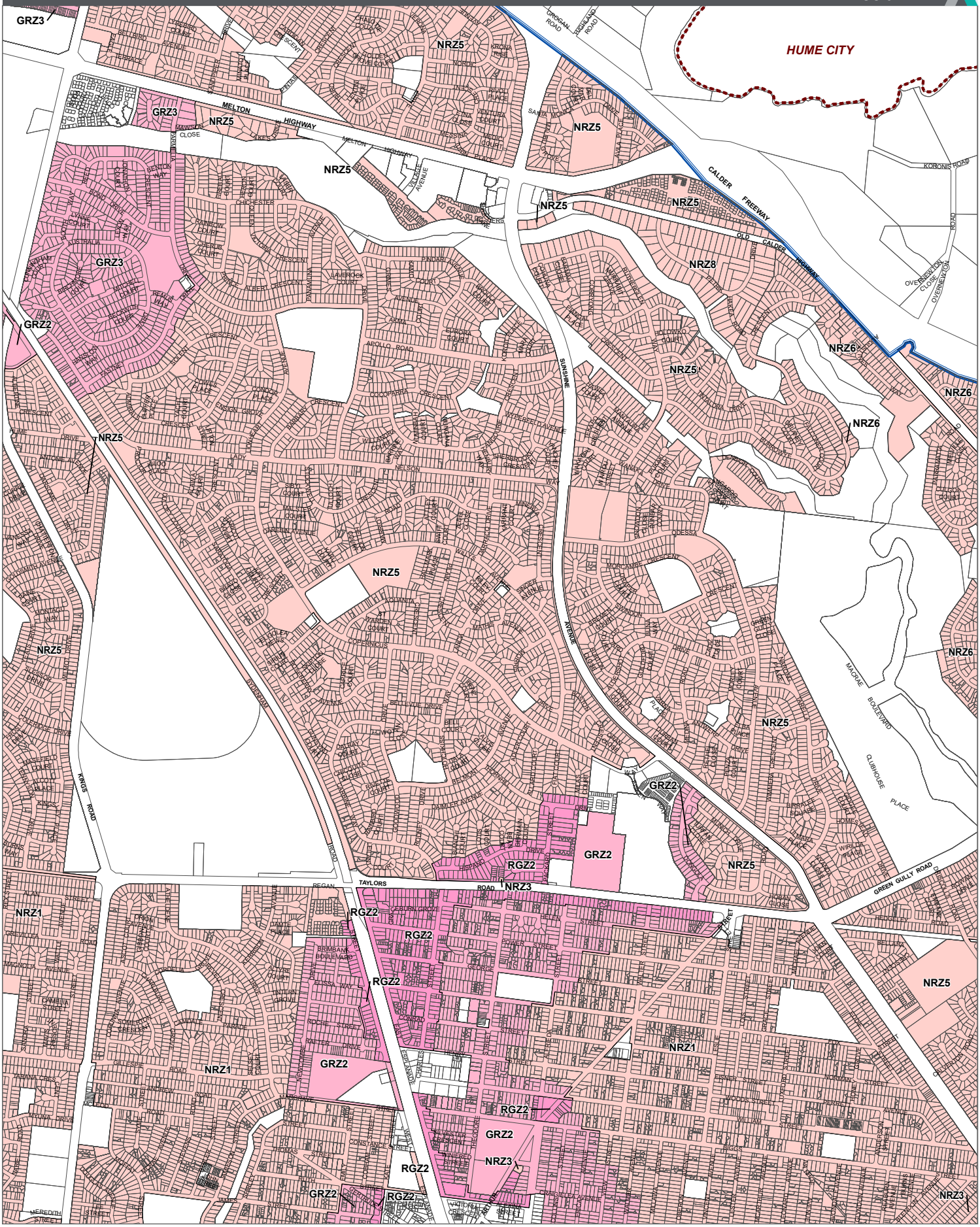

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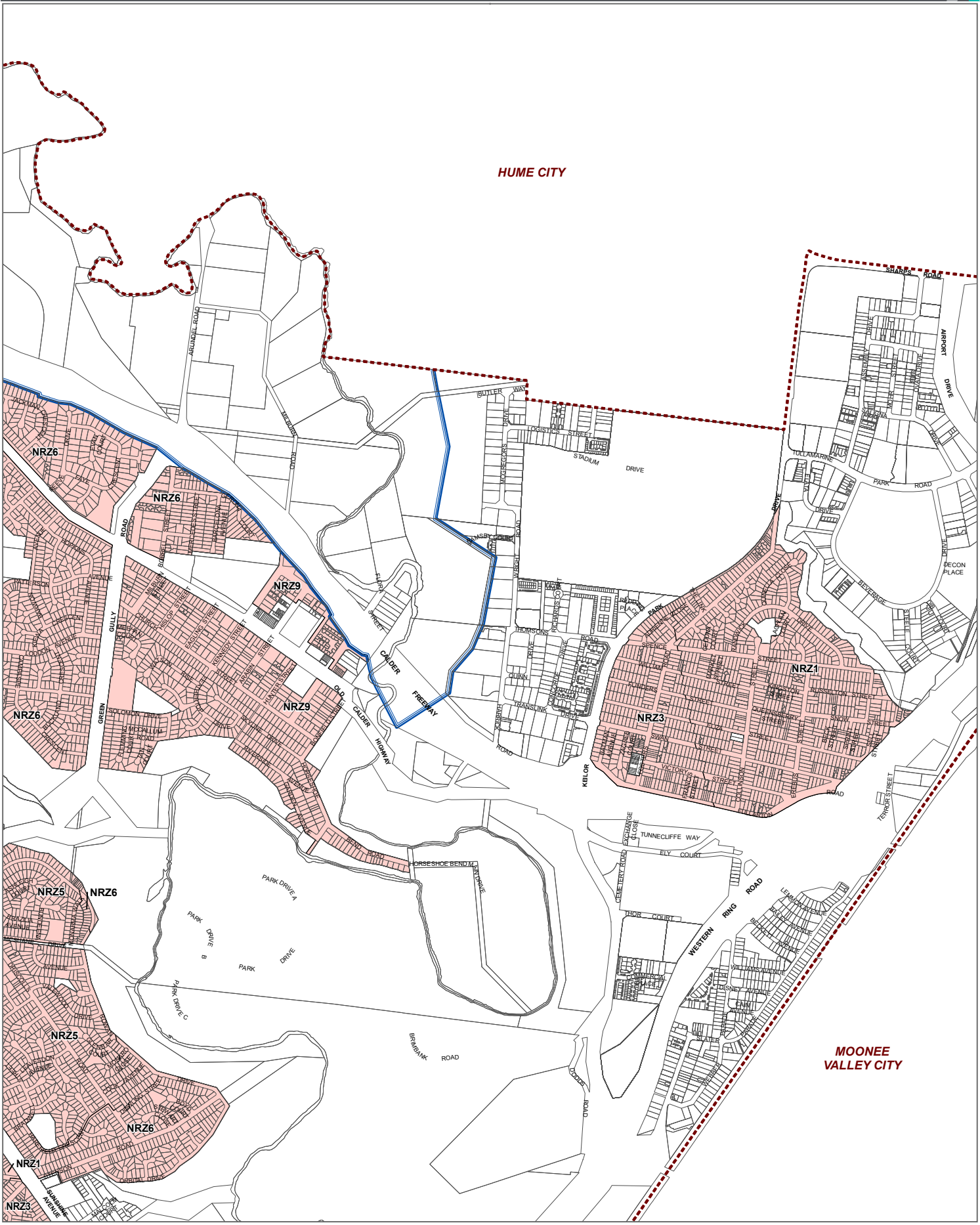

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Land Outside Urban Growth Zone

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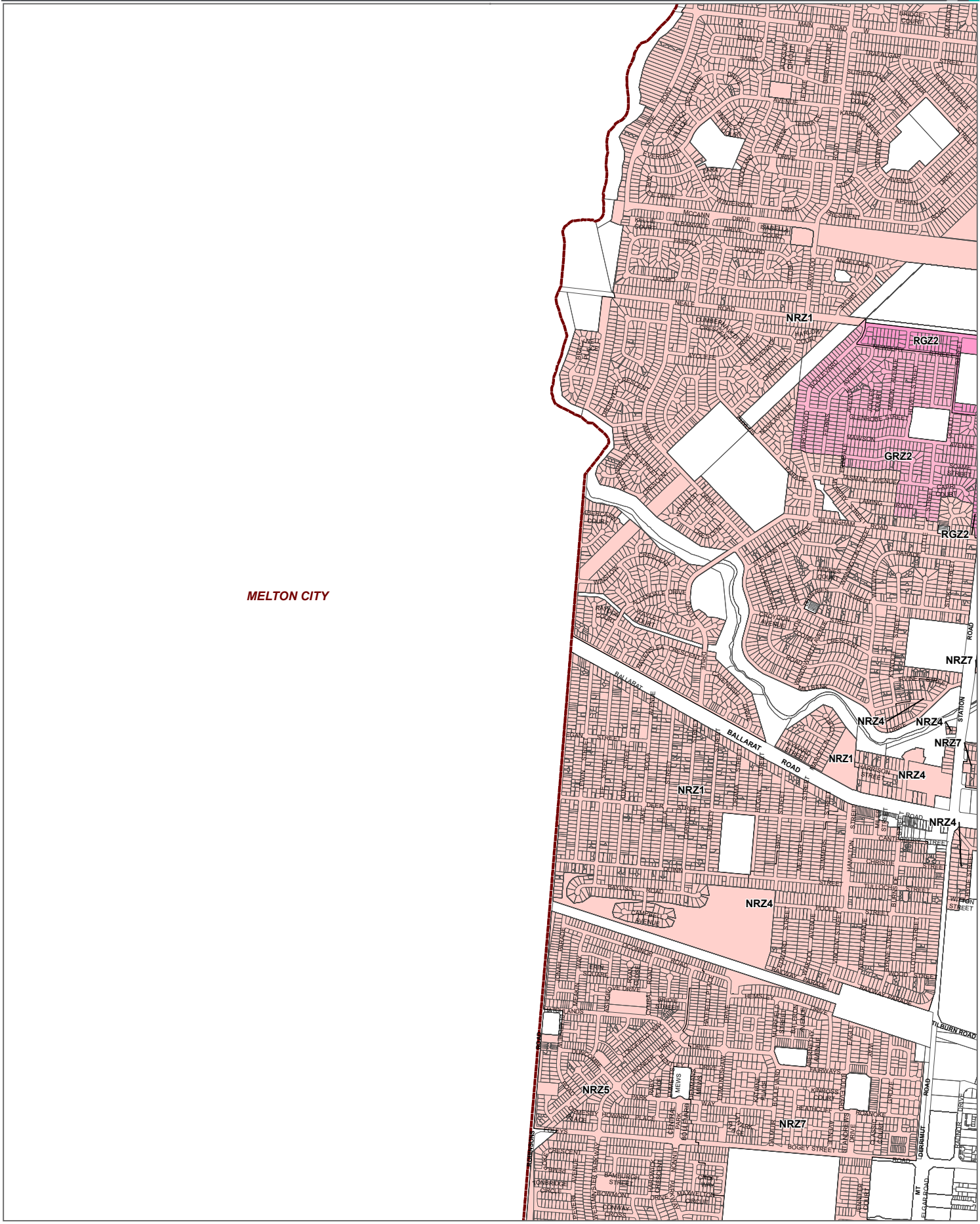

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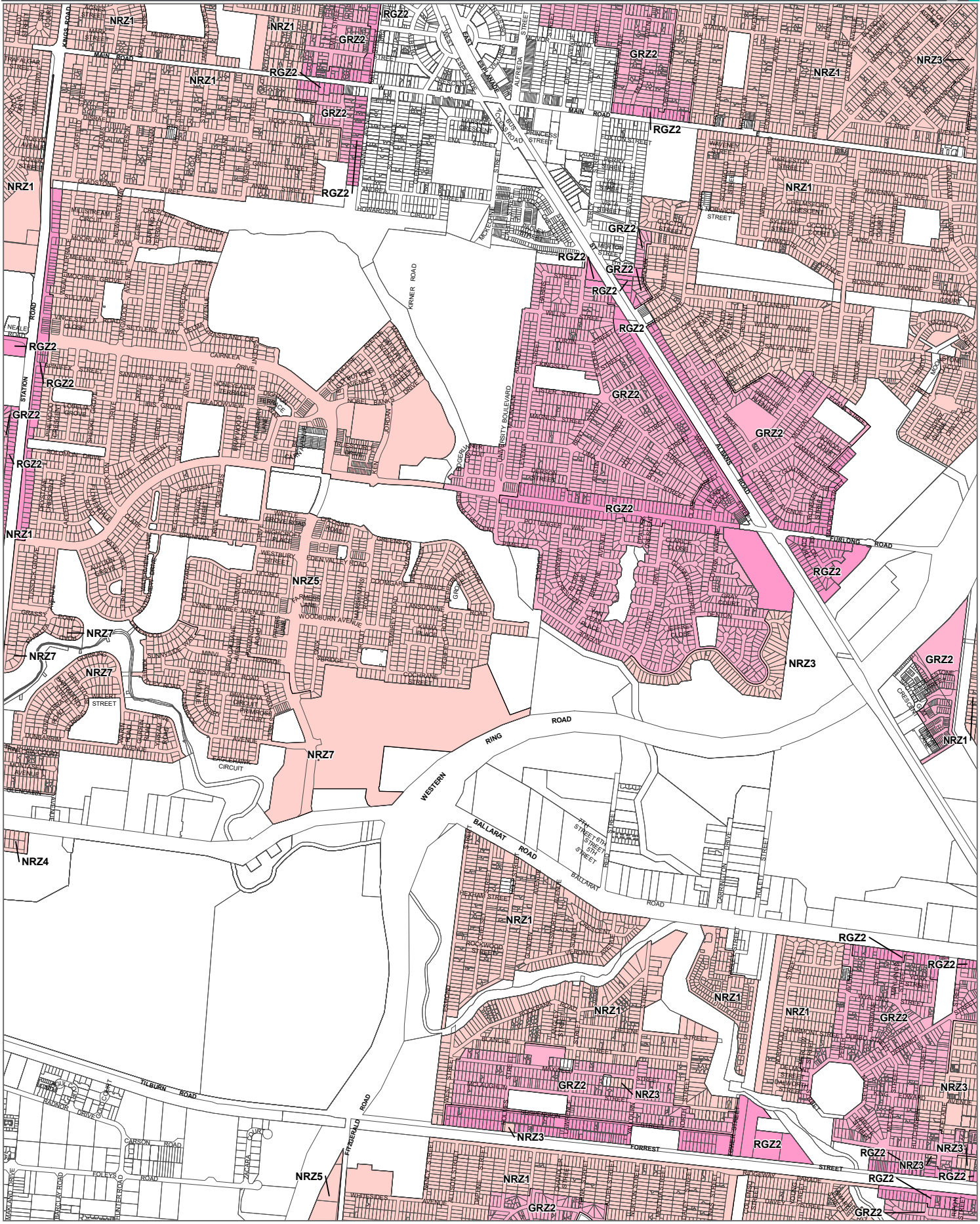

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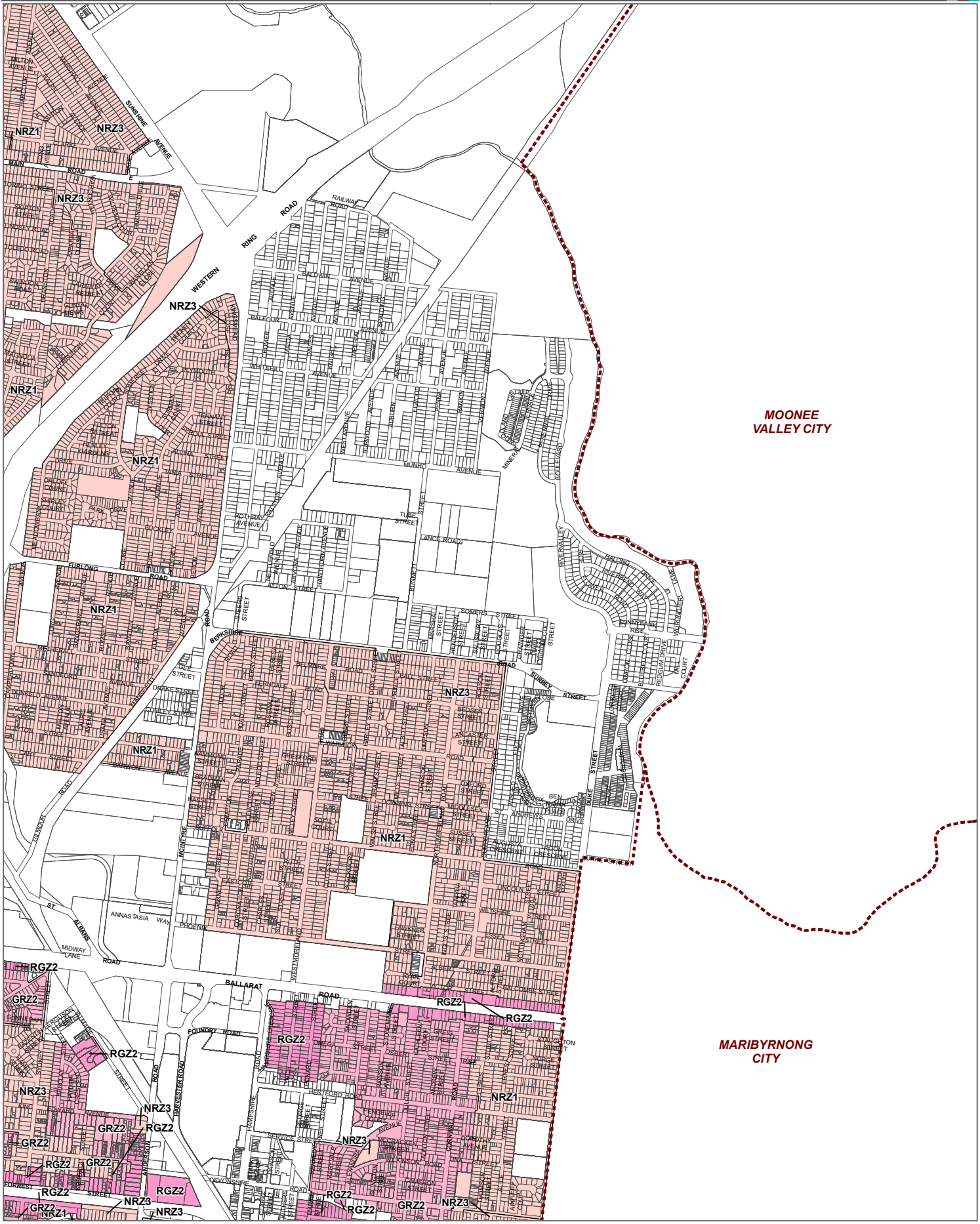

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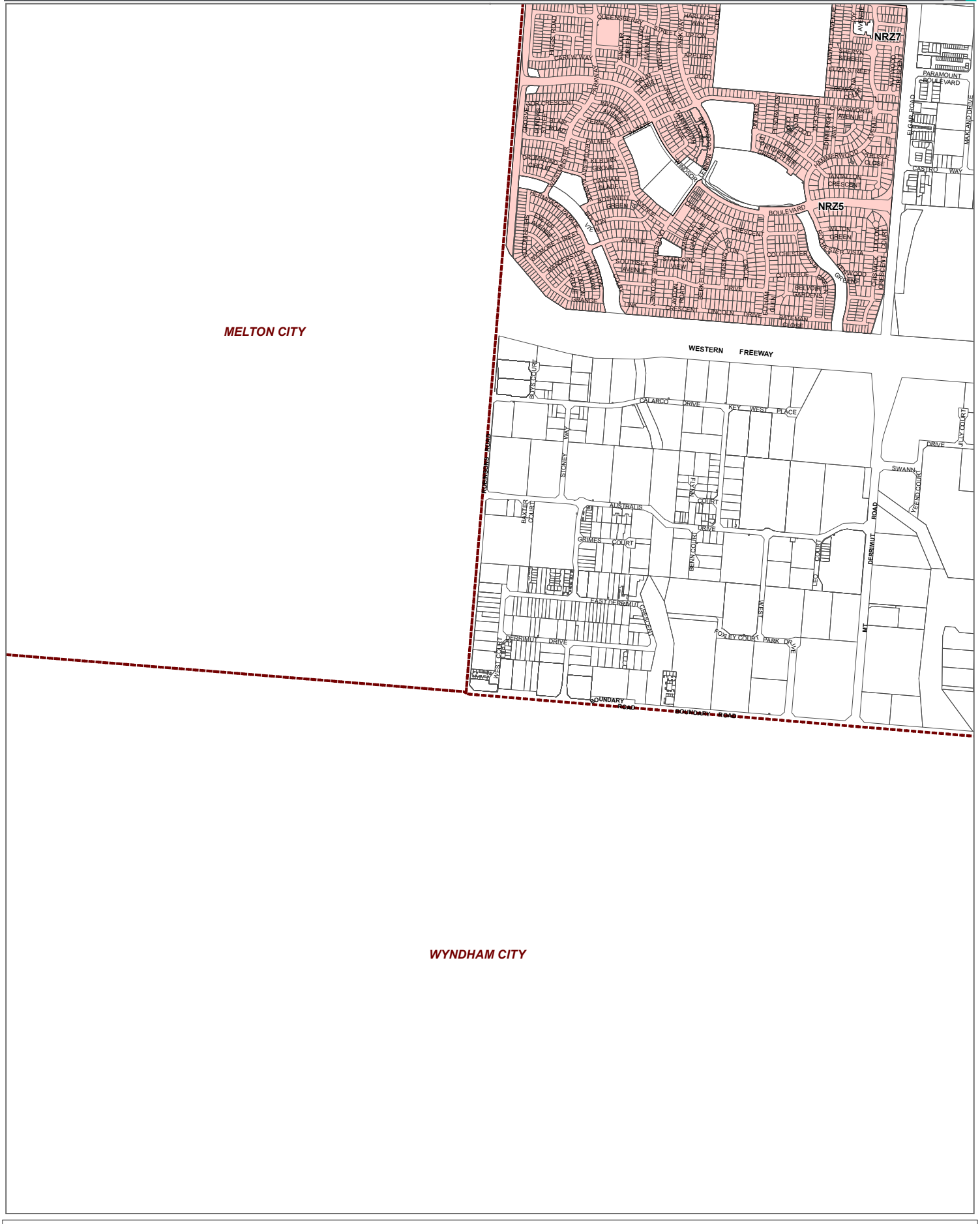

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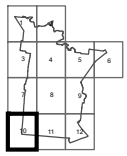



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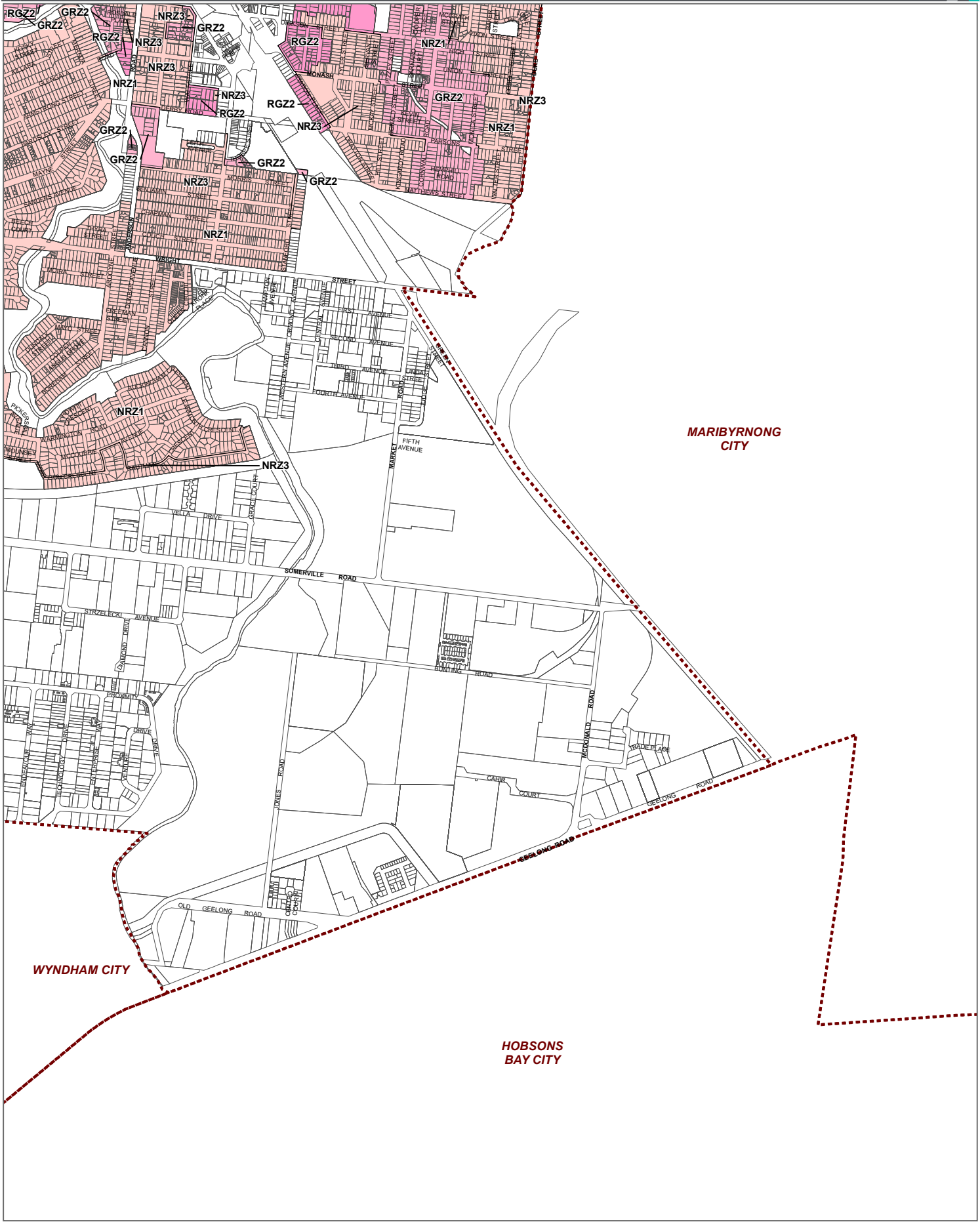

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02 MUNICIPAL PLANNING STRATEGY

02.01 CONTEXT

--/--/2024
~~C225brim~~
Proposed
C239brim

Brimbank is located between 11 and 23 kilometres northwest of the CBD and covers approximately 123 square kilometres. It is bound by the City of Hume to the north, the cities of Maribyrnong, Moonee Valley and Moreland to the east, the cities of Hobsons Bay and Wyndham to the south, and the City of Melton to the west.

Fifteen per cent of Brimbank is classified as open space, including parts of the Sunbury Green Wedge which occupies the northernmost portion of the municipality. The Maribyrnong River, Kororoit, Taylors, Jones, Jacksons, Steele and Stony Creeks traverse the municipality and contribute to the valued natural, volcanic plains environmental character. Key areas of environmental significance include Organ Pipes National Park, Mount Derrimut Grasslands, Taylors Creek Valley Conservation Area, Brimbank Park and Iramoo Wildflower Grassland Reserve.

There are two groups of Aboriginal people with cultural ties to Brimbank comprising the Wurundjeri and Bunurong Peoples. Within these there are two main language groups, the Woi-wurrung (Wurundjeri) and the Boonwurrung (Bunurong). Each group has their own history, culture and role in Aboriginal heritage. A significant part of the municipality is within the designated Registered Aboriginal Party area of the *Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Council*, whilst land to the south is within the designated Registered Aboriginal Party area of the *Bunurong Land Council Aboriginal Council*.

Brimbank has an estimated resident population of around 196,600~~213,000~~ in 2021 (ABS Census). ~~which is forecast to exceed 240,000 by 2036. More than 30,000 new homes will be required to accommodate this growth, mostly within the Cairnlea-Sunshine district (VIF 2019).~~This is anticipated to grow by almost 34,000 people by the year 2041, creating a demand for almost 14,000 dwellings (*Brimbank Housing Strategy: Background Analysis* (Brimbank City Council, 2021)). While families are still predicted to generate the greatest housing demand in the future, the demand from couples, downsizers, singles and groups is forecast to increase proportionally. Residents at different stages in their lives will have demands for different housing forms. It is important that Brimbank accommodates the demand for greater housing diversity.

The Sunshine National Employment and Innovation Cluster (NEIC) is forecast to receive the greatest increase in population. Within the NEIC there is a significant focus on growth, infrastructure investment and renewal. Population growth and change will place higher demands on social, environmental, transport and economic systems.

The Brimbank community is one of the most multicultural and socially diverse in Australia, and more than half speak a language other than English at home.

Brimbank is the second most disadvantaged municipality in metropolitan Melbourne according to the ABS Social Economic Index for Areas (SEIFA). Managing the social and economic impact of urban transformation on existing and future populations, including the provision of affordable housing will be important.

Brimbank's economy comprises a diverse range of industrial activities including manufacturing, wholesale trade and transport which make up almost half of the local economy. Other activities, including healthcare, education, construction and retail trade, make up a quarter of the economy.

02.02 VISION

--/--/2024
C225brim

Brimbank City Council's vision is to provide a place that is vibrant, harmonious and welcoming: a great place to live, work and grow.

The following land use and development goals and objectives are intended to achieve this vision:

An inclusive community where:

- People are safe, healthy and well.
- People have opportunities to participate in community life.

A liveable community where:

- Public and open spaces are safe, clean and well-maintained.
- People can move around easily on foot, bike, car or public transport.
- People live sustainably by reducing their carbon footprint and becoming resilient to climate change.
- The natural environment supports thriving biodiversity that is protected.
- The urban environment supports a growing population in designated areas while respecting neighbourhood character and heritage.

A prosperous community where:

- The local economy is strong and provides opportunities for the community to thrive.
- Housing is of high quality, well located and relatively affordable.
- Brimbank is a leading destination for business, working, learning, recreation and living.

02.03 STRATEGIC DIRECTIONS

--/--/2024
~~C225brim~~Proposed
C229brim

02.03-1 Settlement

Green wedge

The Brimbank portion of the Sunbury Green Wedge contains a number of environmental assets such as conservation reserves and areas used for recreation, horticulture, tourism and low density residential uses. It also contains heritage sites and significant landscapes. There is pressure to increase residential development and expand existing non-conforming uses within the area.

Maintaining the area's agricultural role is a key State Government objective for Sunbury Green Wedge. Over recent years production has been challenged by a number of factors including water supply, declining soil conditions and incompatible uses. Despite these challenges the fertile soils along the river flats and the area's proximity to urban populations and regional markets provide opportunity to maintain agricultural production in the area.

Strategic directions:

- Limit development within and immediately adjacent to the Sunbury Green Wedge.
- Protect local biodiversity values, cultural heritage and the scenic landscape.
- Maintain opportunities for extensive and intensive agriculture.
- Protect productive agricultural land from incompatible uses and development.
- Encourage productive, accessible agricultural and eco based tourism compatible with the green wedge.

Activity centres

Brimbank has one Metropolitan Activity Centre (MeAC), four Major Activity Centres (MACs) and a network of 47 other local and neighbourhood centres. Brimbank's metropolitan, major, local and neighbourhood activity centres are shown on the Strategic Framework Plan in Clause 02.04~~-1~~.

~~Sunshine Metropolitan Activity Centre~~ **Sunshine Metropolitan Activity Centre** is Brimbank's highest order activity centre. It is strategically positioned as an important centre for Melbourne's growing west and western Victoria, and a vibrant hub for the local community. Delivery of Melbourne Airport Rail and a new Regional Platform support an upgraded integrated regional transport hub in and around Sunshine Station, and improvements to Albion Railway Station as part of wider precinct planning, will further enhance its role.

Sydenham Major Activity Centre is a regionally significant MAC with potential for a higher order classification due to its available vacant land and expected population growth from Brimbank and surrounding municipalities. This centre operates as a key transport and community hub with a mix of retail, bulky goods, entertainment, civic, and residential uses, including aged care. Arterial roads and the rail corridor are major physical barriers for pedestrians and cyclists.

St Albans Major Activity Centre is a location for significant expansion given its strategic location within the Sunshine NEIC, access to public transport, community facilities and Victoria University (St Albans campus).

Brimbank Central Major Activity Centre is a busy, standalone MAC with limited access to public transport. The centre contains a number of opportunities for future development and is adjacent to the Deer Park library, identified for expansion.

Deer Park Major Activity Centre is close to key development sites and Deer Park Station which presents opportunities for renewal and growth, and integration of the fragmented commercial uses. Future use and development should respond to nearby Major Hazard Facilities.

Keilor Downs Neighbourhood Activity Centre is a significant centre that services a large catchment area, established around the Keilor Shopping Centre that serves the general area of Keilor Downs, St Albans and parts of Keilor. The centre contains the Brimbank Aquatic and Wellness Centre that serves a regional recreational role. Moderate growth is expected in the form of variety and choice in housing types in the north and west.

Strategic directions:

- Support use and development that is consistent with the role and functions of the activity centre.
- Encourage a broad and diverse range of regional and sub-regional retail, entertainment, government, office, medical, community service, business and leisure uses in Metropolitan and Major Activity Centres.
- Support the development of an integrated regional transport hub at Sunshine Train Station in the Sunshine MeAC.
- Facilitate land use and development in the Sunshine MeAC that supports a safe centre that operates 24 hours a day.
- Encourage entertainment uses that support a night time economy in the Sunshine MeAC and Major Activity Centres.

02.03-2 Environmental and landscape values

Brimbank has a distinct landscape character formed by the Victorian Volcanic Plain Bioregion and contains areas of remnant grasslands, wetlands, woodlands, riparian terrain

and escarpment shrubland vegetation that provides habitat for critically endangered species of National and State listed fauna and flora.

Key environmental and landscape values are shown on the map at Clause 02.04 ~~X~~.

Brimbank's waterways are important to the character of the municipality and function as habitat corridors, linear recreation parklands and stormwater drainage corridors. They include the Maribyrnong River, Kororoit, Taylors, Jones, Jacksons, Steele and Stony Creeks. Built form encroachment along Brimbank's waterway escarpments and ridgelines needs to be managed.

Linear trails are encouraged along all Brimbank's waterway corridors. There is opportunity to extend unobstructed linear corridors and provide improvements and connections to parks and other destinations within and outside the municipality.

Strategic directions:

- Protect and enhance native vegetation and critical habitat within riparian environments.
- Support the provision of a network of habitat corridors for native flora and fauna.
- Support an open space corridor along the Maribyrnong River to protect its natural landscape character, indigenous values and endangered species habitat, and provide access to recreation opportunities.
- Ensure development along creek corridors, escarpments and ridgelines is sited and sensitively designed so it blends in with its natural landscape context.
- Protect and enhance the water quality of Brimbank's waterways, including the Maribyrnong River, Kororoit Creek, Taylors Creek, Jones Creek, Steele Creek and Stony Creek waterways.

02.03-3 Environmental risks and amenity

Climate change

Brimbank is particularly vulnerable to the impacts of climate change given the combined effect of socio-economic, landscape and built environment characteristics. Council has declared a Climate Emergency and will seek to address the immediate challenge of climate change by becoming a low-carbon, resilient community.

Strategic directions:

- Encourage development that helps achieve Brimbank's zero net emissions by 2040 target.
- Support localised energy creation such as rooftop solar as part of new development and subdivision.
- Support development that incorporates environmentally sustainable design measures.
- Support the uptake of electric vehicles and associated infrastructure.
- Support integrated water management.
- Support urban greening and cooling.
- Reduce the urban heat island effect by increasing tree planting to assist in achieving a canopy cover of 30 per cent across the municipality.
- Increase the extent and condition of natural habitat across the municipality.

Contaminated and potentially contaminated land and landfills

Contaminated and potentially contaminated land is an on-going issue in Brimbank resulting from current and historic land management practices and its industrial legacy. Contamination from on and off-site sources needs to be addressed through sustainable land practices and environmental management, to protect the environment and human health.

Brimbank contains a number of known landfill sites. All except one are recognised as closed landfills and require sound onsite management and rehabilitation to mitigate impacts on surrounding areas.

Strategic directions:

- Mitigate the risk to the community and environment from landfill sites and land that is contaminated or potentially contaminated.
- Ensure risks associated with contaminated and potentially contaminated land are identified, investigated, and where necessary, remediated or managed prior to using or developing land.

Noise abatement

Part of the municipality is affected by the Melbourne Airport Environs Overlay (Schedules 1 and 2). Future expansion of Melbourne Airport is likely to change the extent of land that is impacted by aircraft noise.

Noise can impact sensitive uses such as residential and new mixed use developments adjoining freeways, arterial roads, train lines and loading areas in activity centres.

Strategic directions:

- Incorporate noise attenuation measures to protect residential amenity in developments under existing and known future flight paths where the development would be detrimentally affected by aircraft noise.
- Incorporate noise attenuation measures to protect residential amenity in developments near major roads and train lines.

Non-residential use and development

A wide range of uses are compatible with residential land use. Uses can include medical centres, convenience stores, schools, child care centres and service stations, providing local access to services within residential areas and creating a reinforced sense of community. Non-residential uses in Brimbank need to be managed to ensure the amenity of the residential area is not negatively impacted upon.

Strategic directions:

- Ensure non-residential buildings in residential areas integrate with the streetscape in terms of design, form, massing and setbacks.
- Ensure the days and hours of operation, and location and access to car parking and bicycle facilities, protect the amenity of existing residential land use.

Land use compatibility

Industrial precincts in Brimbank facilitate a wide range of economic and social activities, however managing the relationship between industrial and non-industrial uses is a challenge. This issue is made particularly challenging as some of Brimbank's residential areas border established industrial precincts containing heavy industry. This has resulted in on and off-site amenity impacts from odour, dust, pollutants, noise emissions and contamination.

Strategic directions:

- Minimise off-site amenity impacts from industrial uses on residential uses by encouraging separation distances between industrial use and development and residential use and development.
- Reduce the potential risk from industrial uses on new residential use and development by ensuring risk has been suitably addressed.
- Encourage design and construction techniques in new developments that will minimize off-site amenity impacts from industrial uses on residential uses.

Major hazard facilities

Hexion Pty Ltd, manufacturer and supplier of specialty chemical products and *Elgas Limited*, supplier of LPG gas are the two Major Hazard Facilities (MHF) located within Brimbank. Both facilities are valued for their contribution to the State and local economy. High voltage power lines easements and high pressure gas and aviation fuel pipelines also traverse the municipality. Land use and development should not undermine the continued operation and development of these facilities.

Strategic directions:

- Protect the on-going operation of MHF, pipelines and existing industrial uses.
- Discourage sensitive uses and inappropriate land uses from locating within identified buffers from existing Major Hazard Facilities.

02.03-4 Built environment and heritage

Built environment

Throughout the municipality, the quality and character of the built environment, streetscapes and development along our river valleys and escarpments varies. Some areas, particularly those around Sunshine and Albion, are historical (pre-1900s), while other areas are more recent, such as the Masterplanned communities of the late 20th century (Taylors Lakes) and 2000s (Derrimut). These areas each have their own valued features, as well as aspects that can be improved.

Improving the built form and creating a sense of identity in the municipality by the community is a priority for Council. Well-designed, sustainable development that contributes to the desired neighbourhood, industrial and commercial character is key to improving the community's sense of pride and will be encouraged.

Brimbank's desired neighbourhood character comprises six preferred character areas.

- Urban Renewal
- Urban Transition
- Grand Suburban
- Suburban Traditional
- Suburban Masterplanned
- Landscape Suburban

~~Well-designed, sustainable development that contributes to the desired neighbourhood, industrial and commercial character is key to improving the community's sense of pride and will be encouraged.~~

A proliferation of excessive and poorly designed signage ~~can~~ that detracts from the appearance of an area is discouraged. ~~In~~ particularly, ~~,~~ along freeways, roads and major entrances.

Strategic directions:

- ~~Encourage, innovative built form, configurations and design in areas where a change in character is encouraged.~~
- ~~Support development that incorporates durable and weather resistant building materials.~~
- ~~Facilitate the delivery of attractive, safe, high amenity neighbourhoods that have a strong sense of identity.~~
- Ensure new development contributes positively to the preferred character of Brimbank's diverse neighbourhoods.
- Encourage better design and enhanced landscaping in areas of older housing stock targeted for growth.
- Enhance the appearance of industrial and ~~Employment~~ employment ~~Areas~~ areas through building form, innovative design treatments and landscaping.
- Ensure signage and associated structures do not detract from the natural or built environment and contribute to the improved appearance of the site and surrounds.

Heritage

A sense of Brimbank's history is reflected in the heritage places that were founded upon the early rural development of the municipality and the later industrial development of Albion and Sunshine. The volcanic plains were one of the earliest areas of post-contact settlement in Victoria and from the early 1800s, they were transformed by large pastoral estates. Keilor is significant in part, as a stopover on the way to the gold diggings. Heritage places dating back to the early 1900s are also located throughout the municipality. The recognition, retention, enhancement and preservation of these historic assets are a priority.

Brimbank also has rich Aboriginal cultural heritage with over 400 known places, objects and landscapes of cultural heritage significance. This includes a distinct natural landscape, including important remnant grasslands and wetlands, rock-faces, basalt escarpments and the incised valleys of the Maribyrnong River and Kororoit Creek.

Strategic direction:

- Manage development within the ~~heritage~~ Heritage ~~overlay~~ Overlay to ensure the conservation and protection of heritage places.

02.03-5 Housing

Residential development

As there are no greenfield development sites remaining in Brimbank, population growth will be accommodated through ~~high and medium density~~ infill development. Older residential areas without heritage or other constraints are likely to experience change as traditional housing is replaced with new and often denser developments. More recently developed residential neighbourhoods are less likely to undergo change as housing is generally still fit for purpose, and there are fewer market incentives to intensify development.

Brimbank's residential areas comprise four housing change levels to ensure new housing is directed towards more suitable locations while protecting less suitable locations from inappropriate development.

- **Substantial Change Areas** – areas around metropolitan and major activity centres and train stations, and along key transport corridors that do not have significant heritage or environmental constraints.
- **Moderate Change Areas** – areas within walkable distances to activity centres and train stations that do not have significant heritage or environmental constraints.

- **Incremental Change Areas** – neighbourhoods that do not have walkable access to major opportunities such as a major activity centre or train station, but may have access to a neighbourhood or local activity centre, or less frequent transport.
- **Minimal Change Areas** – areas where new development will be limited by the Heritage Overlay or site conditions such as proximity to Major Hazard Facilities or landfill sites, and aircraft noise from Melbourne Airport.

Brimbank encourages increased housing diversity, including a range of dwelling types to accommodate changing household demographics and an increasing population. The increased provision of affordable housing, including social housing, is encouraged.

Brimbank supports housing that is sustainable and climate resilient with minimal conflict against non-residential uses.

Strategic directions:

- Provide the right amount of housing at the appropriate location, typology and scale to enhance liveability and affordability within Brimbank.
- Facilitate different forms of housing to meet the diverse and changing needs of the community, including housing that offers greater choice, equity, adaptability and affordability.
- Minimise land use conflict between existing non-residential uses and areas identified for housing growth.
- Ensure housing is sustainably designed, is located to minimise car dependence and contributes to the climate resilience of Brimbank's community.
- ~~Encourage increased residential development in and around activity centres that are well serviced by public transport, services and community facilities.~~
- ~~Encourage higher density development in substantial change areas as shown on the Housing map at Clause 02.04-X, comprising:~~
  - ~~Sunshine Metropolitan Activity Centre.~~
  - ~~Sydenham Major Activity Centre.~~
  - ~~North of Keilor Downs shopping centre.~~
  - ~~Deer Park Major Activity Centre, except for areas impacted by Major Hazard Facilities.~~
  - ~~Deer Park railway station, except for areas impacted by Major Hazard Facilities.~~
  - ~~St Albans Major Activity Centre.~~
- ~~Encourage medium density development in incremental change areas, which are located around the periphery of Metropolitan and Major Activity Centres as shown on the Housing map at Clause 02.04-X.~~

02.03-6 Economic development

Brimbank consistently experiences strong economic growth and investment in the commercial and industrial sectors.

Brimbank has the second largest gross supply of zoned industrial land in the Western region, supporting many employment generating uses that contribute substantially to the local, regional and State economy.

To ensure an appropriate supply of commercial and industrial land is available to meet future demand in addition to designated activity centres, three categories have been identified and are shown on the Economic Development map at Clause 02.04~~-X~~.

Key employment areas are also shown on the Strategic Framework Plan at Clause 02.04~~–X~~ and include the Western State Significant Industrial Precinct; Sunshine National Employment and Innovation Cluster; Sunshine Health, Wellbeing and Education Precinct; and various tertiary education precincts.

Strategic directions:

- Support the development of industrial and employment areas as desirable locations for vibrant and diverse industries and world class businesses.
- Facilitate the development of industrial and employment areas to be highly accessible and connected to public and active transport.

Industry

A number of key industry clusters have developed in sectors of the Brimbank economy. These clusters are important as collectively they provide opportunity for other businesses in the production chain. However, in some instances industry clusters result in amenity impacts such as dust, noise and odour.

The Western State Significant Industrial Precinct accommodates large scale national and international manufacturing, freight, resource recovery and recycling, warehousing, transport and logistics operations.

Transitional Areas are currently zoned for industrial land uses but in the long-term may not be suitable as industrial or employment areas.

Strategic directions:

- Support the sustainable development of industrial precincts so they continue to be an important source of employment and economic opportunity for Brimbank and the western region.
- Retain and protect industrial land within the Western State Significant Industrial Precinct (WSSIP).
- Support the gradual transition of existing industrial zoned land identified in Transitional Areas to higher order uses.

02.03-7 Transport

Brimbank is well-connected within the Victorian transport network, as shown in the Transport map at Clause 02.04~~–X~~. Multiple transport nodes provide connections to central Melbourne, rural Victoria, the Port of Melbourne and Melbourne Airport. Key freeways including the Calder, Tullamarine West Gate and Hume Freeways also connect Brimbank to the Victorian transport network.

Brimbank is a key hub in Melbourne's west due to existing and planned transport investment including a new rail line for the Melbourne Airport Rail Link, with a key interchange at Sunshine Station.

The public transport network in Brimbank includes the 903 SmartBus, and the Sunbury and Melton railway lines. These are supported by the Geelong, Ballarat and Bendigo regional lines.

The Sunbury line connects the Sunshine Metropolitan Activity Centre to the St Albans and Sydenham Activity Centres.

Brimbank supports a variety of transport modes, however private cars are relied on for access to employment, retail and recreation, and to maintain social connection. Past car parking management approaches have sought to satisfy demand by increasing supply, this approach can incentivise car use and conflict with sustainability aspirations seeking less traffic congestion and more walking, cycling and public transport use. To address this conflict, sustainable transport options will be prioritised. Existing pressure on the road network is expected to increase as the growth areas of Melton and Wyndham develop.

Strategic directions:

- Support the development of planned rail grade separations along the Melton and Sunbury line.
- Support improvements to the transport network that will increase connectivity, reduce congestion and encourage walking and cycling.
- Encourage the land footprint devoted to parking to reduce over time, as development increases and consolidation occurs.
- Encourage car parking in new development to be allocated and designed so that it does not incentivise car use and supports quality development and urban amenity.

Melbourne Airport

Strategic directions:

- Protect the operations of Melbourne Airport, from development that could constrain the long-term functionality of the airport as a freight and passenger gateway for Melbourne.

02.03-8 Infrastructure

Community infrastructure

Brimbank is committed to providing access to inclusive, well developed social and physical infrastructure. This will contribute to the health and wellbeing of the community and create opportunities to engage in community life.

Strategic directions:

- Provide, renew or adapt social and physical infrastructure to meet the changing needs of the community.

Open space

Open spaces make a significant contribution to the character of Brimbank's neighbourhoods and protects natural environments and cultural heritage. The following three tier approach will guide the future development of Brimbank's open space network:

1. **Flagship Parks** – serve a 3 kilometres walkable catchment, located near a landscape feature, have a sufficient size to accommodate a diverse range of facilities, are irrigated, and located on a principal trail network or main road. Flagship parks have the potential to provide café opportunities.
2. **Suburban Parks** – serve a 1 kilometres walkable catchment, approximate size 0.6 – 1 hectares, irrigated.
3. **Neighbourhood Parks** – 500 metres walkable catchment, approximate size 0.6 – 1 hectares.

Strategic directions:

- Ensure the use and development for Brimbank's open spaces is consistent with their categorisation.
- Develop and enhance the existing open space network to ensure all residents have equal access to open space within the municipality.
- Encourage the delivery of new open space through infill developments where there is insufficient provision of open space.

02.03-9 Gaming

Council is committed to minimising the impact of gambling on the most vulnerable members of the community.

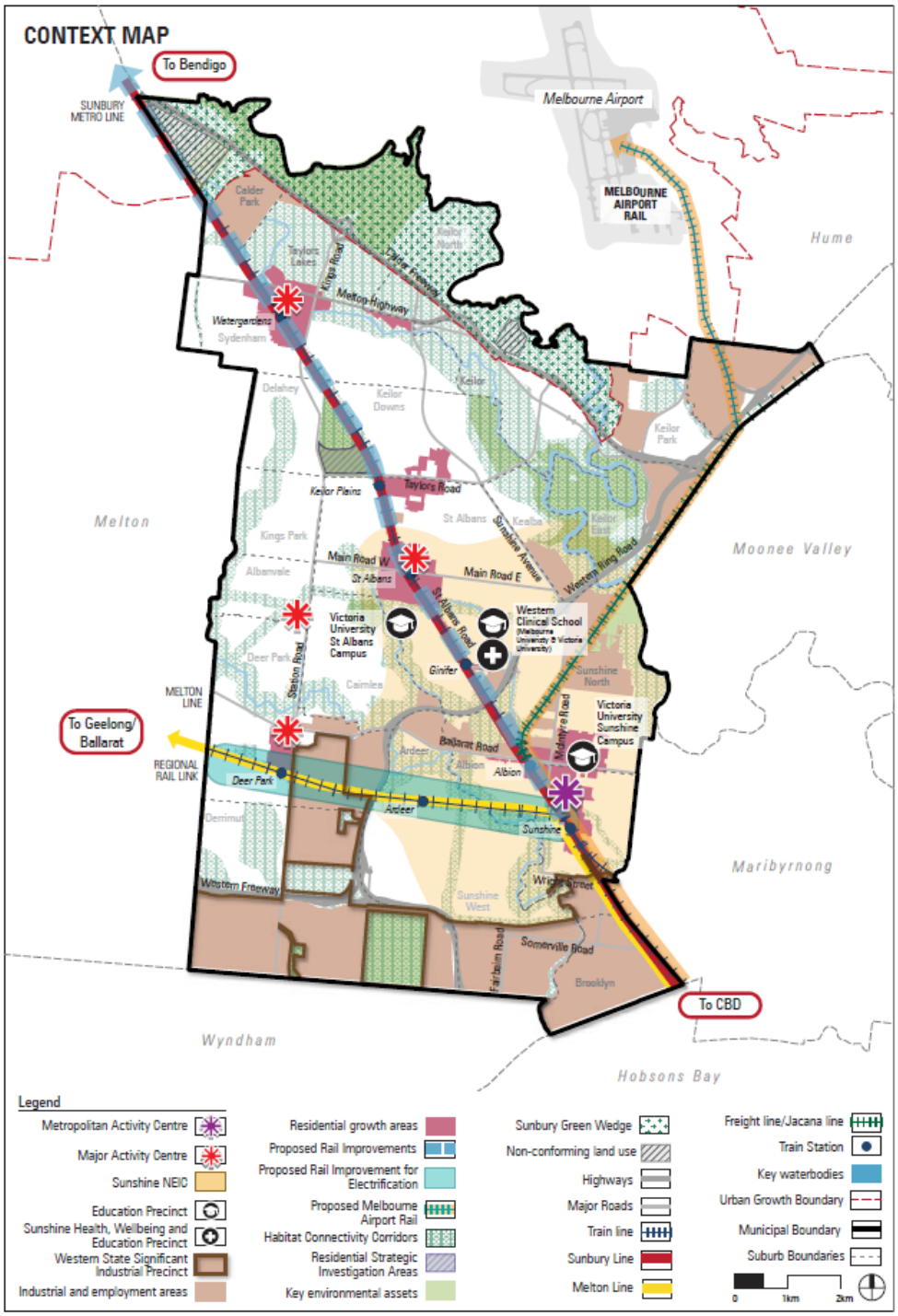
Strategic direction:

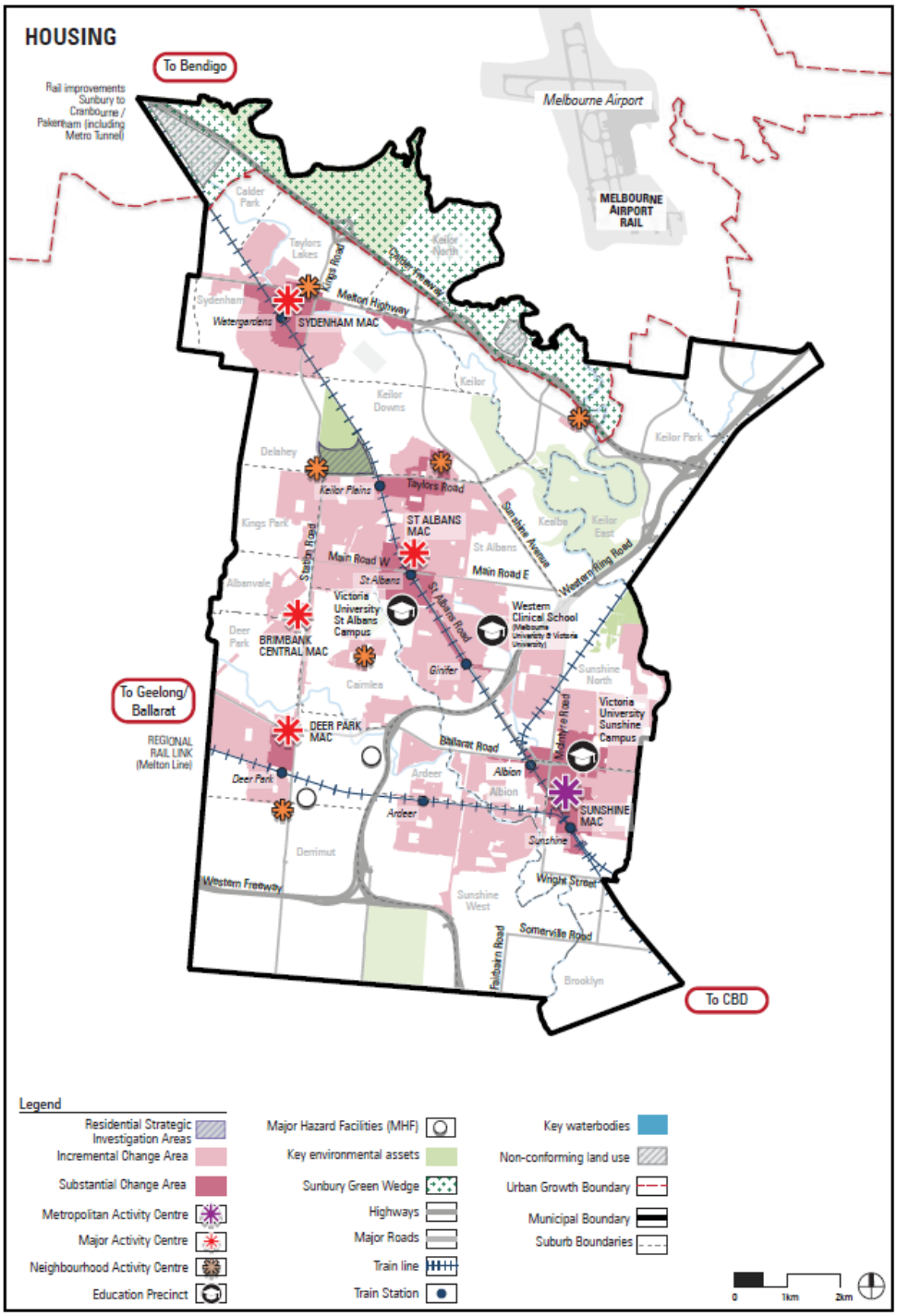
- Direct Electronic Gaming Machines (EGMs) away from locations where the net economic and social impact will be detrimental to the wellbeing of the community.

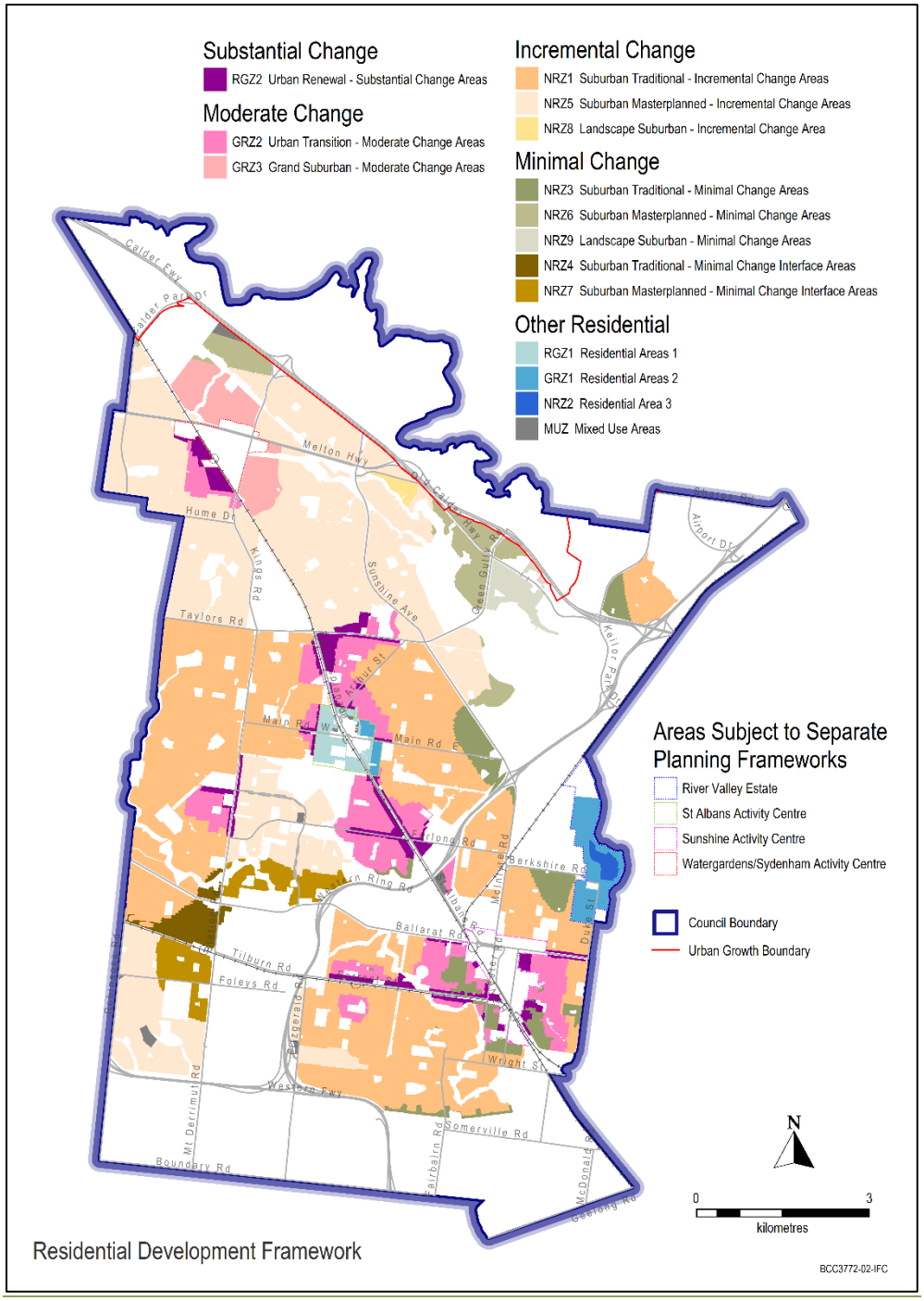
02.04 Strategic framework plans

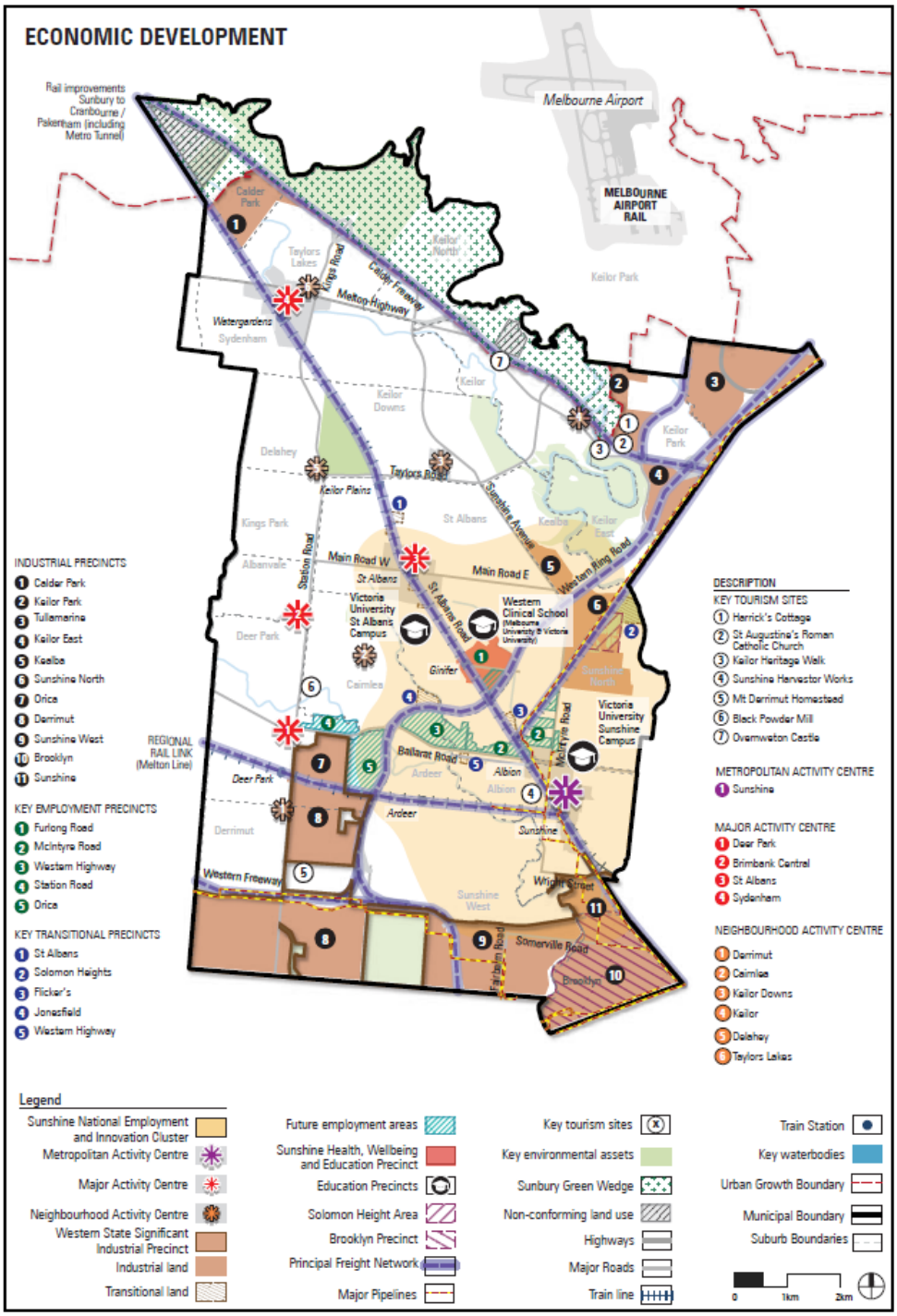
--/--/2024
~~C225brim~~
Proposed
C239brim

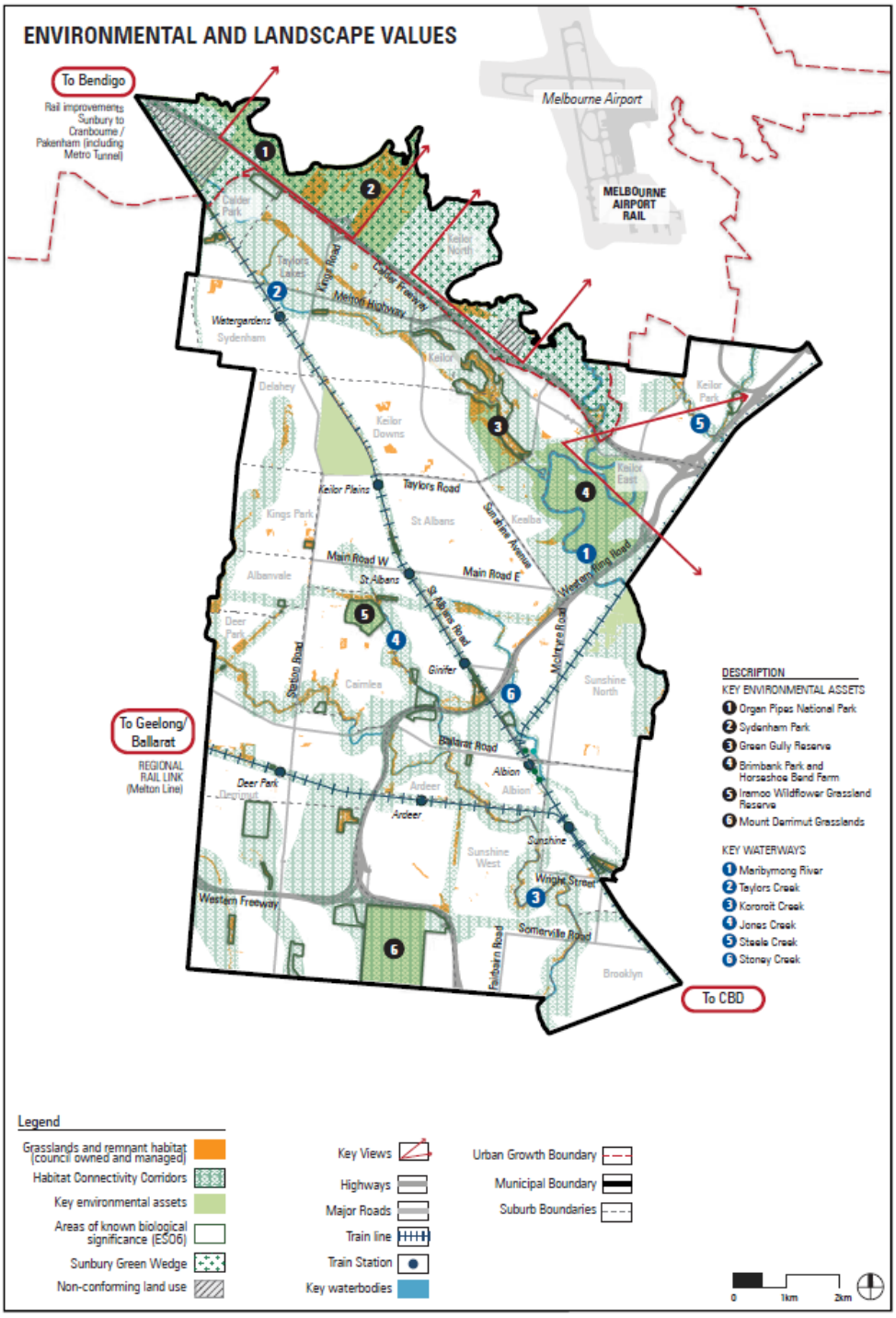
The plans contained in Clause 02.04 are to be read in conjunction with the strategic directions in Clause 02.03.




HOUSING
To Bendigo
Rail improvements Sunbury to Cranbourne / Pakenham (including Metro Tunnel)
Melbourne Airport
MELBOURNE AIRPORT RAIL
Calder Park
Taylors Lakes
Kings Road
Calder Freeway
Keilor North
Sydenham
Watergardens
SYDENHAM MAC
Melton Highway
Keilor
Keilor Downs
Keilor Park
Delahey
Keilor Plains
Taylors Road
Kings Park
ST ALBANS MAC
Sunshine Avenue
Kealba
Keilor East
Station Road
Main Road W
St Albans
Main Road E
Western Ring Road
Albanvale
St Albans Road
Victoria University St Albans Campus
Western Clinical School (Melbourne University & Victoria University)
Deer Park
BRIMBANK CENTRAL MAC
Ginifer
Sunshine North
Caimlea
To Geelong/ Ballarat
Victoria University Sunshine Campus
DEER PARK MAC
Ballarat Road
Melmore Road
REGIONAL RAIL LINK (Melton Line)
Deer Park
Ardeer
Albion
SUNSHINE MAC
Sunshine
Derrimut
Western Freeway
Wright Street
Sunshine West
Somerville Road
Fairbairn Road
Brooklyn
To CBD
Legend
Residential Strategic Investigation Areas
Incremental Change Area
Substantial Change Area
Metropolitan Activity Centre
Major Activity Centre
Neighbourhood Activity Centre
Education Precinct
Major Hazard Facilities (MHF)
Key environmental assets
Sunbury Green Wedge
Highways
Major Roads
Train line
Train Station
Key waterbodies
Non-conforming land use
Urban Growth Boundary
Municipal Boundary
Suburb Boundaries
0
1km
2km


Substantial Change
RGZ2 Urban Renewal - Substantial Change Areas
Moderate Change
GRZ2 Urban Transition - Moderate Change Areas
GRZ3 Grand Suburban - Moderate Change Areas
Incremental Change
NRZ1 Suburban Traditional - Incremental Change Areas
NRZ5 Suburban Masterplanned - Incremental Change Areas
NRZ8 Landscape Suburban - Incremental Change Area
Minimal Change
NRZ3 Suburban Traditional - Minimal Change Areas
NRZ6 Suburban Masterplanned - Minimal Change Areas
NRZ9 Landscape Suburban - Minimal Change Areas
NRZ4 Suburban Traditional - Minimal Change Interface Areas
NRZ7 Suburban Masterplanned - Minimal Change Interface Areas
Other Residential
RGZ1 Residential Areas 1
GRZ1 Residential Areas 2
NRZ2 Residential Area 3
MUZ Mixed Use Areas
Areas Subject to Separate Planning Frameworks
River Valley Estate
St Albans Activity Centre
Sunshine Activity Centre
Watergardens/Sydenham Activity Centre
Council Boundary
Urban Growth Boundary
Calder Fwy
Melton Hwy
Hume Dr
Kings Rd
Taylors Rd
Sunshine Ave
Main Rd W
Main Rd E
Ballarat Rd
Tilburn Rd
Foleys Rd
Western Fwy
Wright St
Somerville Rd
Boundary Rd
Mt Derrimut Rd
Fairbairn Rd
Berkshire Rd
Airport Dr
N
0
3
kilometres
Residential Development Framework
BCC3772-02-IFC


ECONOMIC DEVELOPMENT
Rail improvements Sunbury to Cranbourne / Pakenham (including Metro Tunnel)
Melbourne Airport
MELBOURNE AIRPORT RAIL
Calder Freeway
Melton Highway
Kings Road
Taylors Road
Sunshine Avenue
Main Road W
Main Road E
Western Ring Road
St Albans Road
Station Road
Ballarat Road
McIntyre Road
Western Freeway
Wright Street
Somerville Road
Fairbairn Road
Watergardens
Sydenham
Taylors Lakes
Keilor North
Keilor
Keilor Downs
Keilor Park
Keilor Plains
Keilor East
Kealba
Delahey
Kings Park
Albanvale
St Albans
Victoria University St Albans Campus
Western Clinical School
Deer Park
Derrimut
Cairnlea
Ginifer
Victoria University Sunshine Campus
Sunshine North
Albion
Ardeer
Sunshine
Sunshine West
Brooklyn
REGIONAL RAIL LINK (Melton Line)
INDUSTRIAL PRECINCTS
1 Calder Park
2 Keilor Park
3 Tullamarine
4 Keilor East
5 Kealba
6 Sunshine North
7 Orica
8 Derrimut
9 Sunshine West
10 Brooklyn
11 Sunshine
KEY EMPLOYMENT PRECINCTS
1 Furlong Road
2 McIntyre Road
3 Western Highway
4 Station Road
5 Orica
KEY TRANSITIONAL PRECINCTS
1 St Albans
2 Solomon Heights
3 Flicker's
4 Jonesfield
5 Western Highway
DESCRIPTION
KEY TOURISM SITES
1 Herrick's Cottage
2 St Augustine's Roman Catholic Church
3 Keilor Heritage Walk
4 Sunshine Harvester Works
5 Mt Derrimut Homestead
6 Black Powder Mill
7 Overnewton Castle
METROPOLITAN ACTIVITY CENTRE
1 Sunshine
MAJOR ACTIVITY CENTRE
1 Deer Park
2 Brimbank Central
3 St Albans
4 Sydenham
NEIGHBOURHOOD ACTIVITY CENTRE
1 Derrimut
2 Cairnlea
3 Keilor Downs
4 Keilor
5 Delahey
6 Taylors Lakes
Legend
Sunshine National Employment and Innovation Cluster
Metropolitan Activity Centre
Major Activity Centre
Neighbourhood Activity Centre
Western State Significant Industrial Precinct
Industrial land
Transitional land
Future employment areas
Sunshine Health, Wellbeing and Education Precinct
Education Precincts
Solomon Height Area
Brooklyn Precinct
Principal Freight Network
Major Pipelines
Key tourism sites
Key environmental assets
Sunbury Green Wedge
Non-conforming land use
Highways
Major Roads
Train line
Train Station
Key waterbodies
Urban Growth Boundary
Municipal Boundary
Suburb Boundaries
0 1km 2km


ENVIRONMENTAL AND LANDSCAPE VALUES
To Bendigo
Rail improvements Sunbury to Cranbourne / Pakenham (including Metro Tunnel)
Melbourne Airport
MELBOURNE AIRPORT RAIL
To Geelong/ Ballarat
REGIONAL RAIL LINK (Melton Line)
To CBD
DESCRIPTION
KEY ENVIRONMENTAL ASSETS
1 Organ Pipes National Park
2 Sydenham Park
3 Green Gully Reserve
4 Brimbank Park and Horseshoe Bend Farm
5 Iramoo Wildflower Grassland Reserve
6 Mount Derrimut Grasslands
KEY WATERWAYS
1 Maribyrnong River
2 Taylors Creek
3 Kororoit Creek
4 Jones Creek
5 Steele Creek
6 Stoney Creek
Legend
Grasslands and remnant habitat (council owned and managed)
Habitat Connectivity Corridors
Key environmental assets
Areas of known biological significance (ESO6)
Sunbury Green Wedge
Non-conforming land use
Key Views
Highways
Major Roads
Train line
Train Station
Key waterbodies
Urban Growth Boundary
Municipal Boundary
Suburb Boundaries
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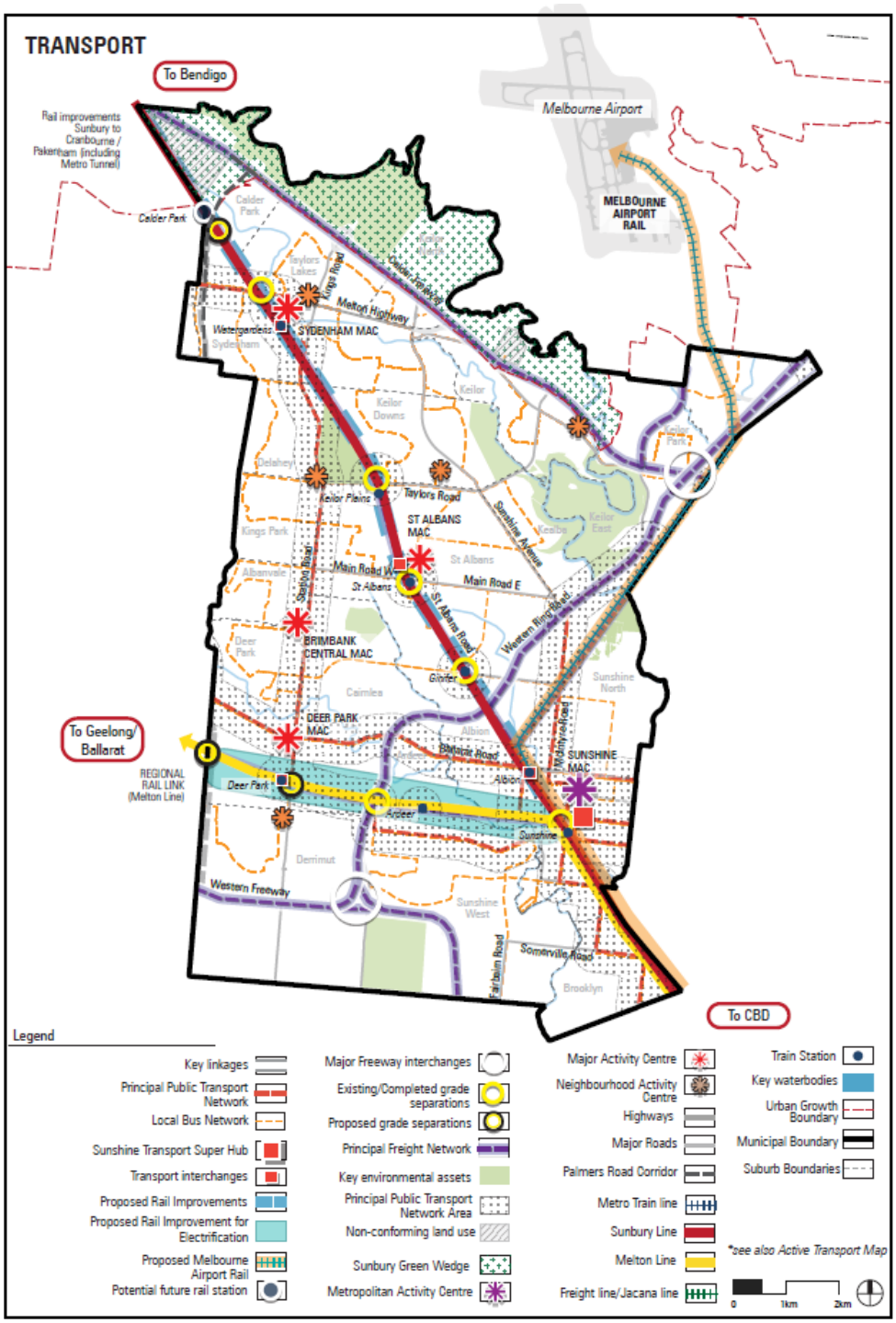
TRANSPORT
To Bendigo
Rail improvements Sunbury to Cranbourne / Pakenham (including Metro Tunnel)
Melbourne Airport
MELBOURNE AIRPORT RAIL
Calder Park
Taylors Lakes
Kings Road
Melton Highway
Watergardens
SYDENHAM MAC
Sydenham
Keilor
Keilor Downs
Keilor Park
Delahey
Keilor Plains
Taylors Road
ST ALBANS MAC
Sunshine Avenue
Kealba
Keilor East
Kings Park
Albanvale
Station Road
Main Road W
St Albans
Main Road E
St Albans Road
Western Ring Road
Deer Park
BRIMBANK CENTRAL MAC
Ginifer
Sunshine North
Cairnlea
DEER PARK MAC
Albion
Ardeer
Ballarat Road
Mickleham Road
SUNSHINE MAC
To Geelong/ Ballarat
REGIONAL RAIL LINK (Melton Line)
Deer Park
Ardeer
Sunshine
Derrimut
Western Freeway
Sunshine West
Somerville Road
Fairbairn Road
Brooklyn
To CBD
Legend
Key linkages
Principal Public Transport Network
Local Bus Network
Sunshine Transport Super Hub
Transport interchanges
Proposed Rail Improvements
Proposed Rail Improvement for Electrification
Proposed Melbourne Airport Rail
Potential future rail station
Major Freeway interchanges
Existing/Completed grade separations
Proposed grade separations
Principal Freight Network
Key environmental assets
Principal Public Transport Network Area
Non-conforming land use
Sunbury Green Wedge
Metropolitan Activity Centre
Major Activity Centre
Neighbourhood Activity Centre
Highways
Major Roads
Palmers Road Corridor
Metro Train line
Sunbury Line
Melton Line
Freight line/Jacana line
Train Station
Key waterbodies
Urban Growth Boundary
Municipal Boundary
Suburb Boundaries
*see also Active Transport Map
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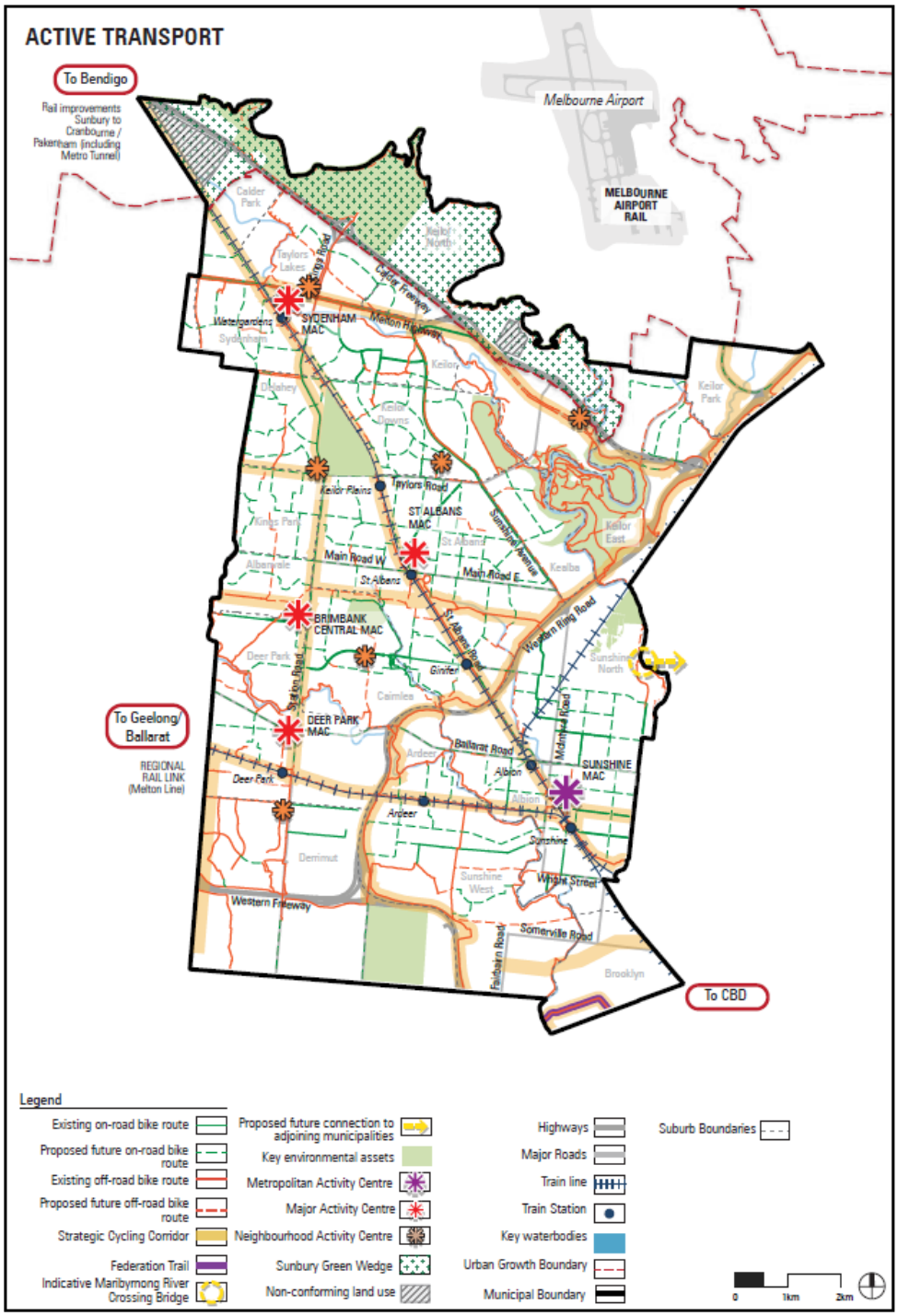
1km
2km


ACTIVE TRANSPORT
To Bendigo
Rail improvements Sunbury to Cranbourne / Pakenham (including Metro Tunnel)
Melbourne Airport
MELBOURNE AIRPORT RAIL
SYDENHAM MAC
ST ALBANS MAC
BRIMBANK CENTRAL MAC
DEER PARK MAC
SUNSHINE MAC
To Geelong/ Ballarat
REGIONAL RAIL LINK (Melton Line)
To CBD
Western Freeway
Western Ring Road
Taylors Road
Main Road W
Main Road E
Ballarat Road
Somerville Road
Legend
Existing on-road bike route
Proposed future on-road bike route
Existing off-road bike route
Proposed future off-road bike route
Strategic Cycling Corridor
Federation Trail
Indicative Maribyrnong River Crossing Bridge
Proposed future connection to adjoining municipalities
Key environmental assets
Metropolitan Activity Centre
Major Activity Centre
Neighbourhood Activity Centre
Sunbury Green Wedge
Non-conforming land use
Highways
Major Roads
Train line
Train Station
Key waterbodies
Urban Growth Boundary
Municipal Boundary
Suburb Boundaries
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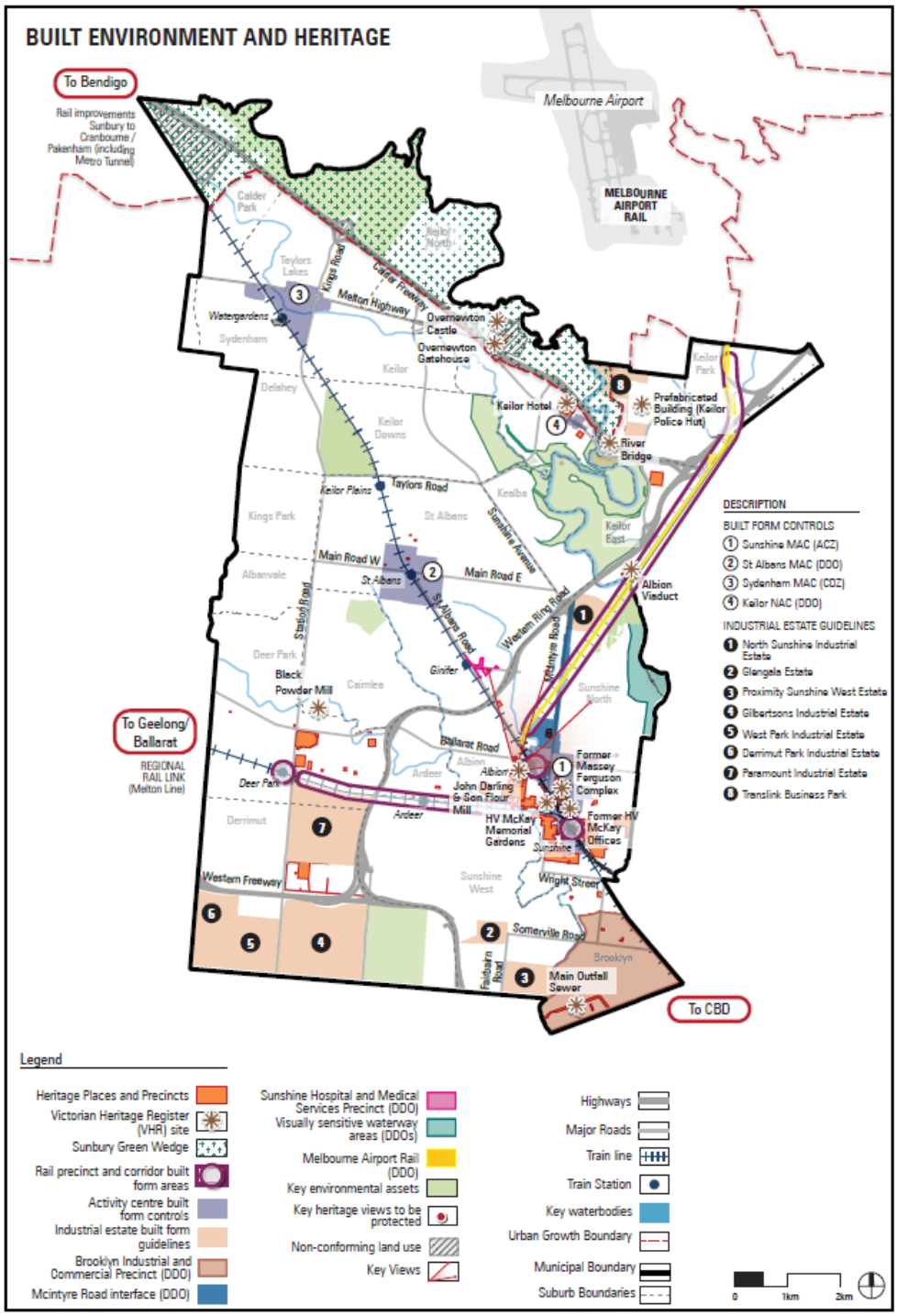
BUILT ENVIRONMENT AND HERITAGE
To Bendigo
Rail improvements Sunbury to Cranbourne / Pakenham (including Metro Tunnel)
Melbourne Airport
MELBOURNE AIRPORT RAIL
Calder Park
Taylors Lakes
Kings Road
Calder Freeway
Melton Highway
Watergardens
Sydenham
Overnewton Castle
Overnewton Gatehouse
Keilor
Delahey
Keilor Hotel
Prefabricated Building (Keilor Police Hut)
River Bridge
Keilor Downs
Keilor Plains
Taylors Road
Kings Park
St Albans
Sunshine Avenue
Keilor East
Albanvale
Main Road W
Main Road E
Albion Viaduct
Station Road
St Albans Road
Western Ring Road
McIntyre Road
Deer Park
Ginifer
Black Powder Mill
Cairnlea
Sunshine North
To Geelong/ Ballarat
REGIONAL RAIL LINK (Melton Line)
Ballarat Road
Former Massey Ferguson Complex
Deer Park
Albion
Ardeer
John Darling & Son Flour Mill
Former HV McKay Offices
HV McKay Memorial Gardens
Sunshine
Derrimut
Western Freeway
Sunshine West
Wright Street
Somerville Road
Brooklyn
Fairbairn Road
Main Outfall Sewer
To CBD
DESCRIPTION
BUILT FORM CONTROLS
1 Sunshine MAC (ACZ)
2 St Albans MAC (DDO)
3 Sydenham MAC (CDZ)
4 Keilor NAC (DDO)
INDUSTRIAL ESTATE GUIDELINES
1 North Sunshine Industrial Estate
2 Glengala Estate
3 Proximity Sunshine West Estate
4 Gilbertsons Industrial Estate
5 West Park Industrial Estate
6 Derrimut Park Industrial Estate
7 Paramount Industrial Estate
8 Translink Business Park
Legend
Heritage Places and Precincts
Victorian Heritage Register (VHR) site
Sunbury Green Wedge
Rail precinct and corridor built form areas
Activity centre built form controls
Industrial estate built form guidelines
Brooklyn Industrial and Commercial Precinct (DDO)
Mcintyre Road interface (DDO)
Sunshine Hospital and Medical Services Precinct (DDO)
Visually sensitive waterway areas (DDOs)
Melbourne Airport Rail (DDO)
Key environmental assets
Key heritage views to be protected
Non-conforming land use
Key Views
Highways
Major Roads
Train line
Train Station
Key waterbodies
Urban Growth Boundary
Municipal Boundary
Suburb Boundaries
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1km
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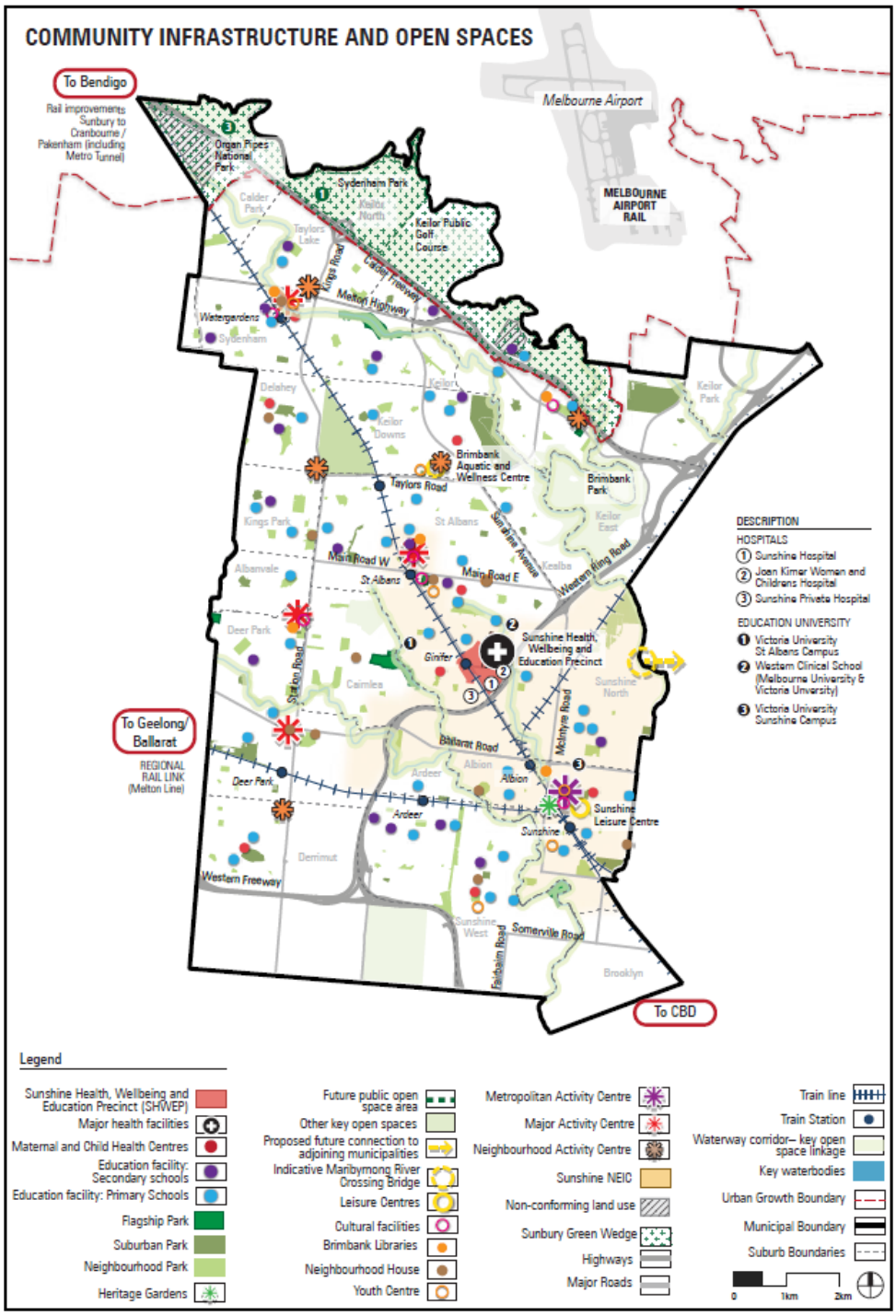
COMMUNITY INFRASTRUCTURE AND OPEN SPACES
To Bendigo
Rail improvements Sunbury to Cranbourne / Pakenham (including Metro Tunnel)
Melbourne Airport
MELBOURNE AIRPORT RAIL
Organ Pipes National Park
Sydenham Park
Keilor Public Golf Course
Calder Park
Taylors Lake
Kings Road
Calder Freeway
Melton Highway
Watergardens
Sydenham
Delahey
Keilor
Keilor Downs
Keilor Park
Brimbank Aquatic and Wellness Centre
Taylors Road
Brimbank Park
Kings Park
St Albans
Sunshine Avenue
Keilor East
Albanvale
Main Road W
Main Road E
Kealba
Western Ring Road
Deer Park
Sunshine Health, Wellbeing and Education Precinct
Ginifer
Station Road
Cairnlea
Sunshine North
To Geelong/ Ballarat
REGIONAL RAIL LINK (Melton Line)
Ballarat Road
McIntyre Road
Albion
Ardeer
Deer Park
Sunshine Leisure Centre
Sunshine
Derrimut
Western Freeway
Sunshine West
Somerville Road
Fairbairn Road
Brooklyn
To CBD
DESCRIPTION
HOSPITALS
1 Sunshine Hospital
2 Joan Kimer Women and Childrens Hospital
3 Sunshine Private Hospital
EDUCATION UNIVERSITY
1 Victoria University St Albans Campus
2 Western Clinical School (Melbourne University & Victoria University)
3 Victoria University Sunshine Campus
Legend
Sunshine Health, Wellbeing and Education Precinct (SHWEP)
Major health facilities
Maternal and Child Health Centres
Education facility: Secondary schools
Education facility: Primary Schools
Flagship Park
Suburban Park
Neighbourhood Park
Heritage Gardens
Future public open space area
Other key open spaces
Proposed future connection to adjoining municipalities
Indicative Maribyrnong River Crossing Bridge
Leisure Centres
Cultural facilities
Brimbank Libraries
Neighbourhood House
Youth Centre
Metropolitan Activity Centre
Major Activity Centre
Neighbourhood Activity Centre
Sunshine NEIC
Non-conforming land use
Sunbury Green Wedge
Highways
Major Roads
Train line
Train Station
Waterway corridor– key open space linkage
Key waterbodies
Urban Growth Boundary
Municipal Boundary
Suburb Boundaries
0
1km
2km

13 ENVIRONMENTAL RISKS AND AMENITY

13.05-1L Noise ~~abatement~~management – Brimbank

__/__/2024
~~C225brim~~
Proposed
C239brim

Ensure new housing adjacent to Calder Park Raceway incorporates appropriate noise attenuation measures.

Ensure residential development close to loading areas within activity centres and along major roads and rail interfaces incorporates appropriate noise attenuation to protect the amenity of residents.

Encourage appropriate noise attenuation along the extent of the proposed railway line for the Melbourne Airport Rail Link.

Policy documents

Consider as relevant:

- *Brimbank Housing and Neigbourhood Character Strategy* (Brimbank City Council, 2024)
- *Brimbank Housing and Neighbourhood Character Background Report* (Brimbank City Council, 2024)

15 BUILT ENVIRONMENT AND HERITAGE

15.01-1L Urban design – Brimbank

__/__/2024
~~C225brim~~
Proposed
C239brim

Encourage redevelopment sites that interface with open space to provide an active frontage.

Encourage low-level planting adjacent to windows, fencing and pathways to define private and public land.

Encourage landscaping design that complements the landscape treatments of adjoining public spaces.

Encourage landscaping that enhances pedestrian safety, provides clear site lines and does not create concealed spaces.

~~Ensure~~ Design outdoor spaces ~~are designed~~ to be safe, accessible and adaptable so ~~that~~ they can be used by different age groups and for different purposes.

Encourage lighting along pedestrian pathways.

Discourage signs that would contribute to, or result in, a proliferation or repetition of similar signs.

Ensure signage in commercial areas does not protrude over building lines or above the rooflines of buildings.

Discourage promotional signage on or adjacent to major arterial roads, freeways and gateways.

Policy guidelines

Consider as relevant:

- Using indigenous, drought tolerant species in landscaped areas.
- Avoiding the use of species identified as environmental weeds.

Policy documents

Consider as relevant:

- *Brimbank Housing and Neighbourhood Character Strategy* (Brimbank City Council, 2024)
- *Brimbank Housing and Neighbourhood Character Background Report* (Brimbank City Council, 2024)

15 BUILT ENVIRONMENT AND HERITAGE

15.01-2L-01 Building design – Brimbank

__/__/2024
~~C225brim~~
Proposed
C239brim

Strategies

Commercial

Avoid blank walls and the use of reflective glazing at ground level.

Design shopfront canopies to provide weather protection, be lightweight and not detract from the appearance of the building.

Ensure pedestrian entries are clearly visible from the street, provide adequate weather protection, are well-lit and directly face the street or adjoining public space.

Ensure shopfronts are transparent to facilitate passive surveillance.

Avoid solid roller shutters on shopfronts.

Encourage commercial development to incorporate underground power and solar street lighting, where possible.

Site loading facilities away from public spaces, streets and residential areas, and screen them from the public realm.

Residential

Encourage use of high quality, durable materials and finishes.

Encourage internal layouts that represent good passive design outcomes.

Incorporate external services and equipment such as storage, plumbing, heating, ventilation and lift over-runs into the building design and conceal them from public view.

Ensure waste collection areas are unobtrusive, adequately screened from the street and accessible by waste collection vehicles.

Encourage covered car parking spaces to be located behind the front façade of dwellings.

Provide for landscaping opportunities within front and side setbacks and between dwellings.

Industrial

Encourage transparent fencing that integrates with the building and maintains adequate security.

Avoid the use of barbed wire fencing.

Locate loading facilities away from public spaces, streets and residential areas, and screen them from the public realm.

Articulate exposed side and rear walls of buildings to provide visual interest.

15.01-2L-02 Building design – residential growth areas

__/__/2024
Proposed
C239brim

Policy application

This policy applies to land in the Residential Growth Zone Schedule 2 (RGZ2).

Objective – site design and layout

To encourage development that achieves all of the following design outcomes:

- Development contributes to the preferred future character of the area by supporting higher residential densities and diverse housing types.
- Built form provides appropriate separation between buildings and allows for equitable development of adjoining sites.
- Site layout allows for good internal amenity outcomes.

Strategies – site design and layout

Ensure building layout and orientation balances the requirement for passive surveillance of the street, internal amenity and solar access.

Orientate primary outlook (living and dining rooms) towards the street frontage and rear of the site.

Design habitable room windows to avoid the use of screening.

Support site consolidation to facilitate apartment development and improve amenity by providing opportunities for reduced driveways and additional space for landscaping and shared spaces.

Support apartment developments on corner lots where there are opportunities for built form to front the street without requiring upper level setbacks.

Encourage apartment development on single lots only where the width of the site enables good amenity outcomes.

Objective – public realm interface

To encourage development that achieves all of the following design outcomes:

- Development is integrated with adjoining streets, parks and other public spaces.
- Building frontages contribute to the liveliness, interest, comfort and safety of the public realm.
- Development retains and enhances the amenity of the public realm.
- Development provides functional spaces.

Strategies – public realm interface

Support reduced street setbacks relative to the existing pattern of development and current ResCode standards.

Ensure balconies do not encroach into the reduced street setback.

Provide deep soil zones for retention of existing canopy trees (if practicable) or planting of new canopy trees.

Maintain a clear sense of address and passive surveillance of the street.

Orientate the main entry of dwellings towards the street frontage to provide direct address and activation of the public realm.

Locate habitable rooms on all levels along street frontages to increase passive surveillance.

Locate permeable fencing and landscaping on ground floor residential interfaces that balance passive surveillance and privacy.

Provide entry verandahs or porches to development for weather protection and a transitional entry area.

Provide a pedestrian pathway in developments that interface with an adjoining park or public open space, where the park or public open space is well-designed, safe, highly used and supports a mix of activities.

Orientate upper level habitable rooms and balconies towards an adjacent park or public open space to improve amenity, outlook and passive surveillance.

Encourage designs that contribute to the public realm, such as community gardens or seating that can be used by the public.

Objective – movement and access

To encourage development that achieves all of the following design outcomes:

- Building entries and pedestrian access are easily identifiable and provide direct connections to the public realm.

- Development minimises vehicular access points and their impact on the streetscape.
- Development provides appropriate parking for multiple modes of transport.
- Development minimises conflict between pedestrians, cyclists and vehicular movements.
- Car parks enable adaptation for alternative uses in the future.

Strategies – movement and access

Limit crossovers to one per development to improve the interface to the street unless additional crossovers provide improved design outcomes on larger sites.

Minimise the length of the driveway to reduce the dominance of cars in the development and increase opportunities for open space and landscaping.

Use side boundaries to provide separate pedestrian and vehicle access if two or more points of access are provided; otherwise, design driveways as shared spaces with pedestrian priority.

Reduce the need for reverse living townhouses by directly connecting ground floor living spaces to external areas and providing car parking structures that are separated from, or located alongside, the dwelling.

Provide at grade car parking for apartments that is 'sleeved' by dwellings that are orientated towards the street.

Encourage designs with natural light and ventilation that are adaptable for other uses in the future if individual garages are provided with the dwelling.

Ensure building users have safe, secure and well-ventilated access to basement car parking.

Provide adequate setbacks between basement car parking and site boundaries to facilitate deep soil areas for canopy trees and in-ground planting.

Provide adequate and easily accessible bike parking in sheltered shared areas or a dedicated space in the garage.

Objective – building layout and design

To encourage development that achieves all of the following design outcomes:

- External building design provides visual interest and is well-proportioned and coherent.
- Development presents an integrated design of external building elements such as walls, roofs and balconies.
- Internal layout provides amenity for building residents and protects amenity of adjoining neighbours.

Strategies – building layout and design

Provide simple and efficient built form that presents a clean and legible building with carefully resolved articulation and setbacks.

Support walls on boundaries for townhouses at ground level where this improves amenity outcomes with more open space and permeable surfaces for landscaping and smaller vehicular impact through shorter access ways or less dominant car parking structures in the public realm.

Allow for reduced side setbacks at upper level of four-storey apartments where dwellings are orientated towards the street or rear garden.

Minimise internal overlooking and direct views through a careful design and location of windows, balconies and ground level private open space.

Limit the use of privacy screening to avoid poor internal amenity outcomes for future residents.

Use horizontal louvres or a privacy shelf to limit downward views while maintaining clear views to the distance if screening is required.

Avoid using obscure glass on windows or balconies.

Provide generous balconies that are orientated towards the street or rear garden when used as a secluded private open space.

Avoid small side-facing balconies with privacy screens.

Locate noise-sensitive spaces, such as bedrooms, away from busy main roads.

Use landscaping in the front setback to reduce ambient noise impacts on the dwelling.

Objective – open space and landscaping

To encourage development that achieves all of the following design outcomes:

- Development maximises canopy coverage by incorporating existing mature trees and significant deep soil areas for new canopy trees.
- Private and communal open space that is fit for purpose, safe and attractive.
- Planting that is viable and sustainable.
- Landscaping that improves amenity to the public realm.
- Landscaping that improves the micro-climate and enhances biodiversity.

Strategies – open space and landscaping

Provide canopy trees and in-ground planting at street frontages and rear gardens.

Design the location of services to provide space for deep soil zones and areas for in-ground planting.

Provide greenery and landscaping at the end of driveways to reduce the dominance of car parking.

Provide wide landscape strips along driveways that have sufficient space for small to medium plants to reduce the impact of driveways.

Use permeable paving to reduce stormwater runoff and the urban heat island effect.

Use landscaping to provide screening from adjoining properties and within the development.

Objective – design detail

To encourage development that achieves all of the following design outcomes:

- Development establishes a positive relationship with the context and provides visual interest from the public realm.
- Development delivers high quality design on all visible sides of a building.
- Development uses robust materials that age well with time.

Strategies – design detail

Use high quality and robust materials that age well with minimum maintenance for the building façade such as brick, natural timber, metal cladding, cement sheets and blockwork.

Avoid materials such as render that require regular maintenance and do not age well.

Minimise the number of materials used on the façade to provide a clean and legible appearance to the building.

Use materials coherently to emphasise the proportions and rhythm of the façade design.

Use solid or slatted balconies to provide privacy and increase amenity.

Avoid the use of glass balustrades as they reduce privacy and add to visual clutter.

Use enclosed or covered balconies on upper levels to provide weather protection and increased useability.

Incorporate external elements such as screens, roof-mounted solar panels and hot water systems into the façade and roof design.

Policy document

Consider as relevant:

- *Designing for Density in the Residential Growth Zone* (Brimbank City Council, 2024)

15 BUILT ENVIRONMENT AND HERITAGE

15.01-5L Neighbourhood character – Brimbank

__/__/2024
~~C225brim~~
Proposed
C239brim

~~**Policy application**~~

~~This policy applies to development in residential zones where an assessment against neighbourhood character is required.~~

Strategies

Encourage, in the **Urban Renewal** preferred character areas, contemporary developments that:

- Contribute to a denser, more urban and taller built form relative to other preferred character areas.
- Incorporate innovative building designs with high quality materials that complement Brimbanks's history and identity.
- Provide urban-scale landscaping that supports canopy tree planting, where possible.

Encourage, in the **Urban Transition** preferred character areas, contemporary and well-designed infill developments that:

- Respect the architectural details of the traditional workers cottage and inter-war housing.
- Respect the rhythm and spacing of dwellings in the street.
- Contribute to enhanced tree canopy.

Encourage, in the **Grand Suburban** preferred character areas, developments that:

- Complement the grand scale of the existing homes.
- Include similar degrees of landscaping.

Encourage, in the **Suburban Traditional** preferred character areas, developments that:

- Respect the existing spacing of dwellings.
- Provide a landscaped interface to the street with little to no front fencing.
- Include contemporary references to traditional housing in their designs.

Encourage, in the **Suburban Masterplanned** preferred character areas, low-scale developments that:

- Respect the existing spacing of dwellings.
- Provide an active and landscaped interface to the street with little to no front fencing.
- Respond to the varied topography and lot shape.

Encourage, in the **Landscape Suburban** preferred character areas, low-scale developments that:

- Respect the existing landscaped character, shaped by large lots and generous setbacks with ample space for landscaping and multiple large canopy trees.
- Responds to the sloping topography.

~~Orient development to address the street frontage.~~

~~Preserve or enhance the landscape character by:~~

- ~~Limiting the number of vehicle crossings per site frontage in the Neighbourhood Residential Zone.~~
- ~~Ensuring access ways are located to minimise any impact on street trees.~~
- ~~Ensuring driveways and hard stand ares do not dominate the frontage of dwellings.~~

- ~~Encouraging the retention of canopy trees and support the planting of new canopy trees, especially within front setbacks.~~

~~Ensure secluded private open space is located behind the front façade of dwellings within the Neighbourhood Residential Zone and General Residential Zone.~~

Policy documents

Consider as relevant:

- *Brimbank Housing and Neighbourhood Character Strategy*~~, *'Home and Housed'*~~ (Brimbank City Council, ~~2014~~2024)
- *Brimbank Housing and Neighbourhood Character Background Report* (Brimbank City Council, 2024)

16 HOUSING

16.01-1L Housing supply – Brimbank

__/__/2024
~~C225brim~~
Proposed C239brim

Strategies

Direct housing towards a preferred location based on the housing type as set out in the table below.

Housing type	Preferred location
Apartments of four or more storeys that are suitable for students, singles, couples, empty nesters, ageing residents, people with special needs or limited mobility or small families.	Encourage development in substantial change areas. Prioritise this housing type over other less intensive types in substantial change areas to avoid underdevelopment of land.
Apartments of up to three storeys that are suitable for students, singles, couples, empty nesters or small families.	Encourage development in substantial or moderate change areas.
Units, townhouses and manor homes of up to two storeys that are suitable for small families, empty nesters or couples.	Support development in increased or incremental change areas and within walking distance of services.
Units and manor homes of up to one storey that are suitable for small families, empty nesters, couples, independent ageing residents or people with limited mobility.	Support development in increased or incremental change areas and within walking distance of services.
Small second dwellings that are suitable for multi-generational families or singles.	Support development in increased or incremental change areas.
Additional dwellings or duplexes that are suitable for small families, empty nesters or couples.	Support development in increased or incremental change areas.
Detached dwellings that are suitable for large families or multi-generational families.	Support development in incremental or minimal change areas.
Large format specialised housing such as large residential villages that are suitable for students, key workers or people with special needs.	Support development in large sites near relevant services or institutions. Avoid development in substantial change areas.
Apartment format specialised housing that are suitable for ageing residents, students, key workers or people with special needs.	Support development in large sites near relevant services or institutions such as universities and health care facilities.
Housing for students or key workers.	Encourage development in proximity to railway stations or bus routes that provide access to relevant institutions.
Alternative housing forms such as tiny housing and temporary housing that are suitable for people with special needs.	Support development at temporarily underutilised sites.

~~Encourage student accommodation to locate within walking distance of tertiary institutions including Victoria University campuses at Sunshine and St Albans and University of Melbourne.~~

~~Increase the amount of housing and a mix of dwelling types in and around the Sunshine Metropolitan Activity Centre, St Albans Major Activity Centre, Sydenham Major Activity Centre, Deer Park Major Activity Centre and Keilor Downs Activity Centre where there is good access to services, facilities and transport.~~

Support residential development within heritage precincts provided that development is located to the rear of existing dwellings.

Policy guidelines

Consider as relevant:

- Encouraging a mix of dwelling configurations and bedroom numbers in developments of three or more dwellings.

Policy documents

Consider as relevant:

- *Brimbank Housing and Neighbourhood Character Strategy~~, 'Home and Housed'~~* (Brimbank City Council, ~~2014~~2024)
- *Brimbank Housing and Neighbourhood Character Background Report* (Brimbank City Council, 2024)
- *Brimbank Housing Strategy: Background Analysis* (Brimbank City Council, 2021)
- *Brimbank Activity Centres Strategy* (Brimbank City Council, 2018)

16 HOUSING

16.01-2L Housing affordability – Brimbank

__/__/2024
~~C225brim~~
Proposed
C239brim

Strategies

Encourage the provision of affordable housing in large scale residential developments.

Encourage affordable housing to be provided in partnership with Registered Housing Associations.

Support affordable housing near activity centres and frequent, high quality public transport.

Policy document

Consider as relevant:

- *Brimbank Housing and Neighbourhood Character Strategy* (Brimbank City Council, 2024)
- *Brimbank Housing and Neighbourhood Character Background Report* (Brimbank City Council, 2024)

16 HOUSING

16.01-5L Residential aged care facilities – Brimbank

__/__/2024
~~C225brim~~
Proposed
C239brim

Strategies

Ensure ~~that~~ residential aged care facilities are secure, provide adequate open space and are designed to provide maximum amenity for residents.

Provide safe and convenient pedestrian and vehicle access ~~with~~in residential aged care facilities.

Support residential aged care facilities at large sites near relevant services or institutions.

Avoid residential aged care facilities in areas designated for substantial change.

Policy ~~Documents~~documents

Consider as relevant:

- *Brimbank Age Friendly City Plan 2018 – 2022* (Brimbank City Council, 2018)
- ~~*Brimbank Housing Strategy, 'Home and Housed'*~~*Brimbank Housing and Neighbourhood Character Strategy* (Brimbank City Council, ~~2014~~2024)
- *Brimbank Housing and Neighbourhood Character Background Report* (Brimbank City Council, 2024)

~~08/07/2021~~ / /2024 ~~C211brim~~ Proposed C239brim

SCHEDULE 1 TO CLAUSE 32.07 RESIDENTIAL GROWTH ZONE

Shown on the planning scheme map as **RGZ1**.

~~SUBSTANTIAL CHANGE~~RESIDENTIAL AREAS 1

1.0 Design objectives

08/07/2021 C211brim

None specified.

2.0 Requirements of Clause 54 and Clause 55

~~08/07/2021~~ / /2024 ~~C211brim~~ Proposed C239brim

	Standard	Requirement
Minimum street setback	A3 and B6	Minimum setback from front street for all development contexts: ▪ Walls of buildings at the ground level and level 1 should be set back the average distance of the adjoining lots. Minimum setback from a side street for corner sites: ▪ None specified. ~~Ground level and level 1 should be set back the average of the adjoining lots.~~
Site coverage	A5 and B6	The site area covered by buildings should not exceed 70 per cent~~%~~.
Permeability	A6 and B9	None specified.
Landscaping	B13	~~A minimum of 1 medium sized tree 6-12 m (at maturity)~~At least 1 medium-sized tree of minimum 6 to 12 metres height at maturity should be provided in the front setback. Planting to be provided along the length of any driveway. Where new building bulk visually impacts on adjoining dwellings, a landscaped vertical screen should be provided.
Side and rear setbacks	A10 and B17	None specified.
Walls on boundaries	A11 and B18	None specified.
Private open space	A17	An area of ~~15-40 sqm~~15 to 40 square metres consisting of secluded private open space at ground level with convenient access from a living room.~~,~~ ~~Or~~Or A balcony ~~of 8-12 sqm~~with an area of 8 to 12 square metres with a minimum width of 2 metres and convenient access from a living room.
	B28	An area of ~~15-40 sqm~~15 to 40 square metres consisting of secluded private open space at ground level with convenient access from a living room.~~,~~ ~~or~~Or A balcony ~~of 8-12 sqm~~with an area of 8 to 12 square metres with a minimum width of 2 metres and convenient access from a living room.
Front fence height	A20 and B32	None specified.

3.0 Maximum building height requirement for a dwelling or residential building

26/04/2024
VC252

None specified.

4.0 Application requirements

~~08/07/2021~~
~~__/__/2024~~
~~C211brim~~
Proposed
C239brim

The following application requirements apply to an application for a permit under Clause 32.07, in addition to those specified in Clause 32.07 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- A neighbourhood and site description ~~(NSD)~~ plan which must show:
  - At least three sites or buildings on both sides of the proposed development, opposite and to the rear of the proposed development.
  - The built form, scale and character of the area, including front fencing (i.e. height of buildings, front and side setbacks, location and width of vehicle and pedestrian crossovers, vegetation, land topography).
  - Architectural and roof styles.
  - A streetscape elevation showing the proposed development in the context of three adjoining dwellings or buildlings on each side.
- A ~~Design~~ design ~~Response~~ response ~~Plan~~ plan which must demonstrate~~:~~ how the proposed development responds to the characteristics identified in the neighbourhood and site description plan and contributes to a preferred denser character.
- Plans showing bin enclosures integrated into the design of the development.
- Demonstrate that on site water storage and detention has been considered in the design.
  - ~~How the proposed development responds to the characteristics identified in the neighbourhood and site description plan and contributes to a preferred denser character.~~
  - ~~Plans showing bin enclosures integrated into the design of the development.~~
  - ~~Demonstrate that on site water storage and detention has been considered in the design.~~

5.0 Decision guidelines

08/07/2021
C211brim

The following decision guidelines apply to an application for a permit under Clause 32.07, in addition to those specified in Clause 32.07 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- Opportunities to maximise development through consolidation of lots.
- Whether the development provides for an appropriate built form, scale and height transition to an adjoining Neighbourhood Residential Zone, General Residential Zone or commercial zoning.
- The extent to which landscaping softens the appearance of the proposed development and assists in the transition to existing development.
- The layout and appearance of areas set aside for car parking, access and egress, loading and the location of any proposed off street car parking.
- Whether garages and carports visually dominate the proposed development.
- Whether a variation to the requirements of Clause 2.0 would result in a loss of on or off-site amenity.
- The use of architectural features and building design, rather than screens, as a mechanism to protect privacy for adjoining residents.
- The concealment of ancillary services from the front, side and rear boundary views.

__/__/2024 Proposed C239brim

SCHEDULE 2 TO CLAUSE 32.07 RESIDENTIAL GROWTH ZONE

Shown on the planning scheme map as **RGZ2**.

URBAN RENEWAL – SUBSTANTIAL CHANGE AREAS

1.0 Design objectives

__/__/2024 Proposed C239brim

To encourage consolidation of sites and housing growth in the preferred form of apartment developments.

To ensure buildings provide appropriate separation between buildings and protect equitable development opportunities of adjoining sites.

To promote the preferred future character of the area by supporting higher densities and diverse housing types.

To ensure the design, siting and layout of buildings and landscapes is designed to a high architectural standard and makes a positive contribution to the character and amenity of the public and private realms.

To support amenity outcomes for residents in higher density developments and residents in adjacent buildings.

2.0 Requirements of Clause 54 and Clause 55

__/__/2024 Proposed C239brim

	Standard	Requirement
Minimum street setback	A3 and B6	Minimum setback from front street for all development contexts: ▪ Walls of buildings should be set back at least 4 metres. Minimum setback from a side street for corner sites: ▪ Front walls of new development fronting the side street of a corner site should be set back at least 4 metres. ▪ Side walls of new development on a corner site should be set back 4 metres. Balconies should not protrude into the street setback.
Site coverage	A5 and B6	None specified.
Permeability	A6 and B9	None specified.
Landscaping	B13	On sites with a frontage of less than 20 metres: ▪ At least 1 canopy tree of minimum 6 metres height at maturity should be provided in both the front setback and rear setback. On sites with a frontage of 20 metres or more: ▪ At least 2 canopy trees of minimum 6 metres height at maturity should be provided in both the front setback and rear setback.

	Standard	Requirement
Side and rear setbacks	A10 and B17	**Side setback** A new building not on or within 200 millimetres of a boundary should be set back from side boundaries: ▪ 1 metre, plus 0.3 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres up to 9.4 metres; and ▪ 4.5 metres for building heights above 9.4 metres. **Rear setback** None specified.
Walls on boundaries	A11 and B18	None specified.
Private open space	A17	None specified.
	B28	A minimum area of 25 square metres consisting of secluded private open space with a minimum dimension of 3 metres and convenient access from a living room. Or A balcony with a minimum area of 8 square metres with a minimum width of 2 metres and convenient access from a living room.
Front fence height	A20 and B32	A front fence within 3 metres of a street should not exceed: ▪ 1.5 metres for streets in a Transport Zone 2. ▪ 1.2 metres for other streets.

3.0 Maximum building height requirement for a dwelling or residential building

__/__/2024 Proposed C239brim

A building used as a dwelling or a residential building must not exceed a height of 13.5 metres.

The maximum building height of 13.5 metres may be exceeded for architectural features and service equipment including plant rooms, lift overruns, structures associated with green roof areas and other such equipment if all of the following are met:

- No more than 50 per cent of the roof area is occupied by the equipment (other than solar panels).
- The equipment is located in a position on the roof so as to minimise additional overshadowing on neighbouring properties and public spaces.
- The equipment does not exceed 1.2 metres above the maximum building height.
- The equipment and screening is integrated into the design of the building to the satisfaction of the responsible authority.

4.0 Application requirements

__/__/2024 Proposed C239brim

The following application requirements apply to an application for a permit under Clause 32.07, in addition to those specified in Clause 32.07 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- A landscape plan showing existing vegetation retained (on the subject site and adjacent to the site as appropriate) and any proposed for removal, tree and vegetation selection, planting plan and irrigation system in accordance with this schedule.

5.0 Decision guidelines

__/__/2024
Proposed
C239brim

The following decision guidelines apply to an application for a permit under Clause 32.07, in addition to those specified in Clause 32.07 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- Whether the development enables the consolidation and development of sites in a progressive manner that does not result in the creation of small, isolated holdings of land of limited development potential.
- Whether the development provides an appropriate transition to properties in an adjoining Zone.
- Whether the proposal responds to its context in terms of design and materiality.
- Whether the building makes efficient use of the site by incorporating consolidated upper level setbacks to avoid a tiered 'wedding' cake form.
- Whether the development consolidates vehicular access points and minimises impermeable surfaces.
- Whether there is sufficient opportunity for open space and landscaping within the development.

~~08/07/2021~~ / /2024 ~~C211brim~~ Proposed C239brim

SCHEDULE 1 TO CLAUSE 32.08 GENERAL RESIDENTIAL ZONE

Shown on the planning scheme map as **GRZ1**.

~~INCREMENTAL CHANGE~~RESIDENTIAL AREAS 2

1.0 Neighbourhood character objectives

08/07/2021 C211brim

None specified.

2.0 Construction or extension of a dwelling, small second dwelling or residential building - minimum garden area requirement

26/04/2024 VC252

Is the construction or extension of a dwelling, small second dwelling or residential building exempt from the minimum garden area requirement?
No

3.0 Requirements of Clause 54 and Clause 55

~~26/04/2024~~ / /2024 ~~VC252~~ Proposed C239brim

	Standard	Requirement
Minimum street setback	A3 and B6	None specified.
Site coverage	A5 and B8	None specified.
Permeability	A6 and B9	None specified.
Landscaping	B13	~~A minimum of 1 medium-sized tree of 6-12 m (at maturity)~~At least 1 medium-sized tree of 6 to 12 metres height at maturity should be provided in the front setback. ~~A minimum of 1 small to medium sized tree up to 6 m (at maturity)~~At least 1 small-sized to medium-sized tree of up to 6 metres height at maturity should be provided in private or secluded private open space greater than 25 ~~sqm~~ square metres in area. Planting to be provided along the length of any driveway. Where new building bulk visually impacts on adjoining dwellings, a landscaped vertical screen should be provided.
Side and rear setbacks	A10 and B17	None specified.
Walls on boundaries	A11 and B18	None specified.
Private open space	A17	An area of 40 ~~sqm~~square metres, with one part of the private open space to consist of secluded private open space with a minimum area of 25 ~~sqm~~ square metres and a minimum dimension of 4 metres. Secluded private open space should not be located in the front setback of a dwelling or residential building and should have convenient access from a living room.

	Standard	Requirement
	B28	An area of 40 ~~sqm~~square metres, with one part of the private open space to consist of secluded private open space with a minimum area of 25 ~~sqm~~ square metres and a minimum dimension of 4 metres. Secluded private open space should not be located in the front setback of a dwelling or residential building and should have convenient access from a living room.
Front fence height	A20 and B32	None specified.

4.0 Maximum building height requirement for a dwelling, small second dwelling or residential building

26/04/2024
VC252

None specified.

5.0 Application requirements

~~26/04/2024~~
~~/ /2024~~
~~VC252~~
Proposed C239brim

The following application requirements apply to an application for a permit under Clause 32.08, in addition to those specified in Clause 32.08 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- A neighbourhood and site description ~~(NSD)~~ plan which must show:
  - At least three sites or buildings on both sides of the proposed development, opposite and to the rear of the proposed development.
  - The built form, scale and character of the area, including front fencing (i.e. height of buildings, front and side setbacks, location and width of vehicle and pedestrian crossovers, vegetation, land topography).
  - Location of open space (i.e. degree of openness at the rear of lots).
  - Architectural and roof styles.
  - A streetscape elevation showing the proposed development in the context of three adjoining dwellings or buildlings on each side.
- A ~~Design~~ design ~~Response~~ response plan which must demonstrate~~:~~ how the proposed development responds to the characteristics identified in the neighbourhood and site description plan and should include a written evaluation of how the features of the neighbourhood identified in the neighbourhood and site description plan influence the design.
  - ~~How the proposed development responds to the characteristics identified in the neighbourhood and site description plan and should include a written evaluation of how the features of the neighbourhood identified in the neighbourhood and site description plan influence the design.~~
- Demonstrate that on site water storage and detention has been considered in the design, where necessary.

6.0 Decision guidelines

26/04/2024
VC252

The following decision guidelines apply to an application for a permit under Clause 32.08, in addition to those specified in Clause 32.08 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- 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 an 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 3.0 would result in a loss of on or off-site amenity.

~~16/01/2020~~ / /2024 ~~C215brim~~ Proposed C239brim

SCHEDULE 2 TO CLAUSE 32.08 GENERAL RESIDENTIAL ZONE

Shown on the planning scheme map as **GRZ2**.

~~CAIRNLEA MIXED USE PRECINCT~~URBAN TRANSITION – MODERATE CHANGE AREAS

1.0 Neighbourhood character objectives

~~16/01/2020~~ / /2024 ~~C215brim~~ Proposed C239brim

~~None specified~~To encourage varied building styles that provide an active interface to the street, use robust materials and, where prevalent in the street, reference architectural details of traditional housing in a contemporary way.

To encourage development that responds to existing patterns of siting and setbacks, including larger setbacks on one side (where this predominates).

To minimise the dominance of vehicle access and carparking at the front of development.

To prioritise space for landscaping around development and in front gardens, including deep soil for canopy trees.

To limit the height of any front fencing to a minimum.

2.0 Construction or extension of a dwelling, small second dwelling or residential building - minimum garden area requirement

26/04/2024 VC252

Is the construction or extension of a dwelling, small second dwelling or residential building exempt from the minimum garden area requirement?
Yes

3.0 Requirements of Clause 54 and Clause 55

~~26/04/2024~~ / /2024 ~~VC252~~ Proposed C239brim

	Standard	Requirement
Minimum street setback	A3 and B6	~~None specified~~Minimum setback from front street for all development contexts: ▪ Walls of buildings should be set back the average distance of the setbacks of the front walls of the existing buildings on the abutting allotments facing the front street or 6 metres, whichever is the lesser. Minimum setback from a side street for corner sites: ▪ None specified.
Site coverage	A5 and B8	~~None specified~~The site area covered by buildings should not exceed 70 per cent.
Permeability	A6 and B9	None specified
Landscaping	B13	~~None specified~~At least 1 medium-sized tree of 8 to 12 metres height at maturity should be provided in the front setback. At least 1 small-sized to medium-sized tree of up to 8 meres height at maturity should be provided in private or secluded private open space greater than 25 square metres in area. Planting to be provided along the length of any driveway.

	Standard	Requirement
Side and rear setbacks	A10 and B17	~~None specified~~**Side setbacks** A new building not on or within 200 millimetres of a boundary should be set back from side boundaries: ▪ 1 metre, plus 0.3 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres up to 8.9 metres; and ▪ 4 metres for building heights above 8.9 metres. **Rear setbacks** None specified.
Walls on boundaries	A11 and B18	None specified.
Private open space	A17	None specified.
	B28	None specified.
Front fence height	A20 and B32	~~None specified~~A front fence within 3 metres of a street should not exceed: ▪ 1.5 metres for streets in a Transport Zone 2. ▪ 1 metre for other streets.

4.0 Maximum building height requirement for a dwelling, small second dwelling or residential building

~~26/04/2024 / /2024 VC252~~ Proposed C239brim

~~A building used as a dwelling, small second dwelling or a residential building must not exceed a height of 13.5 metres and 4 storeys.~~None specified.

5.0 Application requirements

~~26/04/2024 / /2024 VC252~~ Proposed C239brim

~~None specified~~ The following application requirements apply to an application for a permit under Clause 32.08, in addition to those specified in Clause 32.08 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- Landscape plan identifying existing trees to be removed or retained and proposed landscaping, including identification of deep soil suitable for canopy tree planting and expected canopy coverage of trees at maturity.
- A schedule of materials including a description of the expected life span and durability of each material.

6.0 Decision guidelines

~~26/04/2024 / /2024 VC252~~ Proposed C239brim

~~None specified~~ The following decision guidelines apply to an application for a permit under Clause 32.08, in addition to those specified in Clause 32.08 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- Whether there is an opportunity to retain existing trees.
- Whether the location of services, infrastructure and building footings would impact on tree retention.
- Whether there is sufficient soil volume to support the health of each species of tree.
- Whether upper level setbacks create an undesirable 'wedding cake' effect.
- For the construction of two or more dwellings on a lot, whether the development contributes to greater diversity of housing.
- Whether the development is an under-utilisation of the lot.

__/__/2024 Proposed C239brim

SCHEDULE 3 TO CLAUSE 32.08 GENERAL RESIDENTIAL ZONE

Shown on the planning scheme map as **GRZ3**.

GRAND SUBURBAN – MODERATE CHANGE AREAS

1.0 Neighbourhood character objectives

__/__/2024 Proposed C239brim

To encourage varied contemporary architectural styles with an active interface to the street and use of robust building materials.

To retain trees and plant new canopy trees and gardens in front setbacks and around development.

To encourage garages to be set behind the front of the building.

To limit the height of any front fencing to a minimum.

2.0 Construction or extension of a dwelling, small second dwelling or residential building - minimum garden area requirement

__/__/2024 Proposed C239brim

Is the construction or extension of a dwelling, small second dwelling or residential building exempt from the minimum garden area requirement?
Yes

3.0 Requirements of Clause 54 and Clause 55

__/__/2024 Proposed C239brim

	Standard	Requirement
Minimum street setback	A3 and B6	None specified.
Site coverage	A5 and B8	The area covered by buildings should not exceed 70 per cent.
Permeability	A6 and B9	None specified
Landscaping	B13	At least 1 medium-sized tree of 8 to 12 metres height at maturity should be provided in the front setback. At least 1 small-sized to medium-sized tree of up to 8 metres height at maturity should be provided in private or secluded private open space greater than 25 square metres in area. Planting to be provided along the length of any driveway.
Side and rear setbacks	A10 and B17	None specified.
Walls on boundaries	A11 and B18	None specified.
Private open space	A17	None specified.
	B28	None specified.
Front fence height	A20 and B32	A front fence within 3 metres of a street should not exceed: ▪ 1.5 metres for streets in a Transport Zone 2. ▪ 1 metre for other streets.

4.0 Maximum building height requirement for a dwelling, small second dwelling or residential building

__/__/2024 Proposed C239brim

None specified.

5.0 Application requirements

__/__/2024 Proposed C239brim

The following application requirements apply to an application for a permit under Clause 32.08, in addition to those specified in Clause 32.08 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- Landscape plan identifying existing trees to be removed or retained and proposed landscaping, including identification of deep soil suitable for canopy tree planting and expected canopy coverage of trees at maturity.
- A schedule of materials including a description of the expected life span and durability of each material.

6.0 Decision guidelines

__/__/2024 Proposed C239brim

The following decision guidelines apply to an application for a permit under Clause 32.08, in addition to those specified in Clause 32.08 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- Whether there is an opportunity to retain existing vegetation.
- Whether the location of services, infrastructure and building footings would impact on tree retention.
- Whether there is sufficient soil volume to support the health of each species of tree.

~~03/03/2016~~ / /2024 ~~C166~~ Proposed C239brim

SCHEDULE 1 TO CLAUSE 32.09 NEIGHBOURHOOD RESIDENTIAL ZONE

Shown on the planning scheme map as **NRZ1**.

~~LIMITED CHANGE~~SUBURBAN TRADITIONAL – INCREMENTAL CHANGE AREAS ~~(1)~~

1.0 Neighbourhood character objectives

~~08/07/2021~~ / /2024 ~~C211brim~~ Proposed C239brim

~~None specified~~To encourage varied, high quality architectural styles that provide an active interface to the street, use robust materials and, where prevalent in the street, reference architectural details of traditional housing in a contemporary way.

To encourage development that responds to existing patterns of siting and setbacks, including larger setbacks on one side (where this predominates).

To minimise the dominance of vehicle access and carparking at the front of development.

To prioritise space for landscaping in front gardens and side setbacks, including deep soil for canopy trees.

To encourage low front fencing.

2.0 Minimum subdivision area

~~08/07/2021~~ / /2024 ~~C211brim~~ Proposed C239brim

None specified.

3.0 Requirements of Clause 54 and Clause 55

~~26/04/2021~~ / /2024 ~~VC252~~ Proposed C239brim

	Standard	Requirement
Minimum street setback	A3 and B6	None specified.
Site coverage	A5 and B8	The site area covered by buildings should not exceed 50 per cent~~%~~.
Permeability	A6 and B9	~~None specified~~The site area covered by pervious surfaces should be at least 30 per cent.
Landscaping	B13	~~A minimum of 2 medium sized trees of 6-12m (at maturity)~~At least 2 medium sized trees of 8 to 12 metres height at maturity should be provided in the front setback. ~~A minimum of 1 small to medium sized tree up to 6m (at maturity)~~At least 1 small-sized to medium-sized tree of up to 6 metres height at maturity should be provided in private or secluded private open space. Planting to be provided along the length of any driveway. ~~Where new building bulk visually impacts on adjoining dwelings, a landscaped vertical screen should be provided.~~
Side and rear setbacks	A10 and B17	None specified.
Walls on boundaries	A11 and B18	None specified.

	Standard	Requirement
Private open space	A17	None specified.~~An area of 60 sqm, with one part of the private open space to consist of secluded private open space with a minimum area of 40 sqm and a minimum dimension of 5m.~~ ~~Secluded private open space should not be located in the front setback of a dwelling or residential building and should have convenient access from a living room.~~
	B28	None specified.~~An area of 60 sqm, with one part of the private open space to consist of secluded private open space with a minimum area of 40 sqm and a minimum dimension of 5m.~~ ~~Secluded private open space should not be located in the front setback of a dwelling or residential building and should have convenient access from a living room.~~
Front fence height	A20 and B32	~~None specified~~A front fence within 3 metres of a street should not exceed: ▪ 1.5 metres for streets in a Transport Zone 2. ▪ 1 metre for other streets.

4.0 Maximum building height requirement for a dwelling, small second dwelling or residential building

~~26/04/2024~~ ~~VC252~~ Proposed C239brim

None specified.

5.0 Application requirements

~~26/04/2024~~ ~~VC252~~ Proposed C239brim

The following application requirements apply to an application for a permit under Clause 32.09, in addition to those specified in Clause 32.09 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- Landscape plan identifying existing trees to be removed or retained and proposed landscaping, including identification of deep soil suitable for canopy tree planting and expected canopy coverage of trees at maturity.
- A schedule of materials including a description of the expected life span and durability of each material.
- ~~A neighbourhood and site description plan (NSD) which must show:~~
  - ~~At least three sites or buildings on both sides of the proposed development, opposite and to the rear of the proposed development.~~
  - ~~The built form, scale and character of the area, including front fencing (i.e. height of buildings, front and side setbacks, location and width of vehicle and pedestrian crossovers, vegetation, land topography).~~
  - ~~Location of open space (i.e. degree of openness at the rear of lots).~~
  - ~~Architectural and roof styles.~~
  - ~~A streetscape elevation showing the proposed development in the context of three adjoining dwellings or buildlings.~~
- ~~A Design Response plan which must demonstrate:~~
  - ~~How the proposed development responds to the characteristics identified in the neighbourhood and site description (NSD) plan and should include a written evaluation of how the features of the neighbourhood identified in the NSD influence the design.~~
- ~~Demonstrate that on site water storage and detention has been considered in the design, where necessary.~~

6.0 Decision guidelines

~~26/04/2024~~ ~~VC252~~ Proposed C239brim

The following decision guidelines apply to an application for a permit under Clause 32.09, in addition to those specified in Clause 32.09 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- Whether there is an opportunity to retain existing vegetation.
- Whether the location of services, infrastructure and building footings would impact on tree retention.
- Whether there is insufficient soil volume to support the health of each species of tree.
- ~~The extent to which the proposed building or works respects and enhances the character of the area.~~
- ~~The extent to which the proposed buildings or works retain existing canopy trees and create opportunities for landscaping and adequate space for canopy tree planting.~~
- ~~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.~~
- ~~The extent to which the proposed built form respects prevailing side setbacks, where applicable.~~
- ~~Whether a variation to the requirements of part 3.0 would result in a loss of on or off side amenity.~~

~~03/03/2016~~ / /2024 ~~C166~~ Proposed C239brim

SCHEDULE 2 TO CLAUSE 32.09 NEIGHBOURHOOD RESIDENTIAL ZONE

Shown on the planning scheme map as **NRZ2**.

~~LIMITED CHANGE~~RESIDENTIAL AREAS ~~(2)~~3

1.0 Neighbourhood character objectives

~~08/07/2021~~ / /2024 ~~C211brim~~ Proposed C239brim

None specified.

2.0 Minimum subdivision area

08/07/2021 C211brim

None specified.

3.0 Requirements of Clause 54 and Clause 55

~~26/04/2024~~ / /2024 ~~VC252~~ Proposed C239brim

	Standard	Requirement
Minimum street setback	A3 and B6	None specified.
Site coverage	A5 and B8	The site area covered by buildings should not exceed 50 per cent~~%~~.
Permeability	A6 and B9	The site area covered by pervious surfaces should be at least 30 per cent.~~%~~
Landscaping	B13	~~A minimum of 2 medium sized trees of 6-12m (at maturity)~~At least 2 medium-sized trees of 6 to 12 metres height at maturity should be provided in the front setback. ~~A minimum of 1 small to medium sized tree up to 6m (at maturity)~~At least 1 small-sized to medium-sized tree of up to 6 metres height at maturity should be provided in private or secluded private open space. Planting to be provided along the length of any driveway. Where new building bulk visually impacts on adjoining dwellings, a landscaped vertical screen should be provided.
Side and rear setbacks	A10 and B17	None specified.
Walls on boundaries	A11 and B18	None specified.
Private open space	A17	An area of 40 ~~sqm~~square metres, with one part of the private open space to consist of secluded private open space with a minimum area of 25 ~~sqm~~ square metres and a minimum dimension of 4 metres. Secluded private open space should not be located in the front setback of a dwelling or residential building and should have convenient access from a living room.

	Standard	Requirement
	B28	An area of 40 ~~sqm~~square metres, with one part of the private open space to consist of secluded private open space with a minimum area of 25 ~~sqm~~ square metres and a minimum dimension of 4 metres. Secluded private open space should not be located in the front setback of a dwelling or residential building and should have convenient access from a living room.
Front fence height	A20 and B32	None specified.

26/04/2024
VC252

Maximum building height requirement for a dwelling, small second dwelling or residential building

The maximum height of a building used for the purpose of dwelling, small second dwelling or residential building must not exceed 12 metres.

5.0 Application requirements

~~26/04/2024~~
~~__/__/2024~~
~~VC252~~
Proposed C239brim

The following application requirements apply to an application for a permit under Clause 32.09, in addition to those specified in Clause 32.09 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- A neighbourhood and site description plan ~~(NSD)~~ which must show, as appropriate:
  - The built form, scale and character of the area, including front fencing (i.e. height of buildings, front and side setbacks, location and width of vehicle and pedestrian crossovers, vegetation, land topography etc).
  - Location of open space (i.e. degree of openness at the rear of lots).
  - Architectural and roof styles.
  - At least three sites or buildings on both sides of the proposed development, opposite and to the rear of the proposed development.
  - A streetscape elevation showing the proposed development in the context of three adjoining dwellings or buildlings on each side.
- A ~~D~~design ~~R~~response plan which must demonstrate, as appropriate~~:~~ how the proposed development responds to the characteristics identified in the neighbourhood and site description plan and should include a written evaluation of how the features of the neighbourhood identified in the neighbourhood and site description plan influence the design.
  - ~~How the proposed development responds to the characteristics identified in the neighbourhood and site description (NSD) plan and should include a written evaluation of how the features of the neighbourhood identified in the NSD influence the design.~~
- Demonstrate that on site water storage and detention has been considered in the design, where necessary.

6.0 Decision guidelines

26/04/2024
VC252

The following decision guidelines apply to an application for a permit under Clause 32.09, in addition to those specified in Clause 32.09 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- The extent to which the proposed building or works respects and enhances 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 layout and appearance of areas set aside for car parking, access and egress, loading and the location of any proposed off street car parking.
- Whether garages and carports are located behind the façade of the proposed development.
- The extent to which the proposed built form respects prevailing side setbacks, where applicable.
- Whether a variation to the requirements of part 3.0 would result in an unacceptable loss of on or off-site amenity.

__/__/2024 Proposed C239brim

SCHEDULE 3 TO CLAUSE 32.09 NEIGHBOURHOOD RESIDENTIAL ZONE

Shown on the planning scheme map as **NRZ3**.

SUBURBAN TRADITIONAL – MINIMAL CHANGE AREAS

1.0 Neighbourhood character objectives

__/__/2024 Proposed C239brim

To encourage varied, high quality architectural styles that provide an active interface to the street, use robust materials and, where prevalent in the street, reference architectural details of traditional housing in a contemporary way.

To encourage development that responds to existing patterns of siting and setbacks, including larger setbacks on one side (where this predominates).

To minimise the dominance of vehicle access and carparking at the front of development.

To encourage more private open space and prioritise space for landscaping in front gardens and side setbacks, including deep soil for canopy trees.

To encourage low front fencing.

2.0 Minimum subdivision area

__/__/2024 Proposed C239brim

None specified.

3.0 Requirements of Clause 54 and Clause 55

__/__/2024 Proposed C239brim

	Standard	Requirement
Minimum street setback	A3 and B6	None specified.
Site coverage	A5 and B8	The site area covered by buildings should not exceed 50 per cent.
Permeability	A6 and B9	The site area covered by pervious surfaces should be at least 30 per cent.
Landscaping	B13	At least 2 medium-sized trees of 8 to 12 metres height at maturity should be provided in the front setback. A least 1 small-sized to medium-sized tree of up to 8 metres height at maturity should be provided in private or secluded private open space. Planting to be provided along the length of any driveway.
Side and rear setbacks	A10 and B17	None specified.
Walls on boundaries	A11 and B18	None specified.
Private open space	A17	An area of 60 square metres, with one part of the private open space to consist of secluded private open space with a minimum area of 40 square metres and a minimum dimension of 5 metres. Secluded private open space should not be located in the front setback of a dwelling or residential building and should have convenient access from a living room.

	Standard	Requirement
	B28	An area of 60 square metres, with one part of the private open space to consist of secluded private open space with a minimum area of 40 square metres and a minimum dimension of 5 metres. Secluded private open space should not be located in the front setback of a dwelling or residential building and should have convenient access from a living room.
Front fence height	A20 and B32	A front fence within 3 metres of a street should not exceed: ▪ 1.5 metres for streets in a Transport Zone 2. ▪ 1 metre for other streets.

4.0 Maximum building height requirement for a dwelling, small second dwelling or residential building

__/__/2024 Proposed C239brim

None specified.

5.0 Application requirements

__/__/2024 Proposed C239brim

The following application requirements apply to an application for a permit under Clause 32.09, in addition to those specified in Clause 32.09 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- Landscape plan identifying existing trees to be removed or retained and proposed landscaping, including identification of deep soil suitable for canopy tree planting and expected canopy coverage of trees at maturity.
- A schedule of materials including a description of the expected life span and durability of each material.

6.0 Decision guidelines

__/__/2024 Proposed C239brim

The following decision guidelines apply to an application for a permit under Clause 32.09, in addition to those specified in Clause 32.09 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- Whether there is an opportunity to retain existing vegetation.
- Whether the location of services, infrastructure and building footings would impact on tree retention.
- Whether there is sufficient soil volume to support the health of each species of tree.

__/__/2024 Proposed C239brim

SCHEDULE 4 TO CLAUSE 32.09 NEIGHBOURHOOD RESIDENTIAL ZONE

Shown on the planning scheme map as **NRZ4**.

SUBURBAN TRADITIONAL – MINIMAL CHANGE INTERFACE AREAS

1.0 Neighbourhood character objectives

__/__/2024 Proposed C239brim

To encourage varied, high quality architectural styles that provide an active interface to the street, use robust materials and, where prevalent in the street, reference architectural details of traditional housing in a contemporary way.

To encourage development that responds to existing patterns of siting and setbacks, including larger setbacks on one side (where this predominates).

To minimise the dominance of vehicle access and carparking at the front of development.

To encourage more private open space and prioritise space for landscaping in front gardens and side setbacks, including deep soil for canopy trees.

To encourage low front fencing.

2.0 Minimum subdivision area

__/__/2024 Proposed C239brim

Each lot created by a subdivision must be at least 1,000 square metres.

3.0 Requirements of Clause 54 and Clause 55

__/__/2024 Proposed C239brim

	Standard	Requirement
Minimum street setback	A3 and B6	None specified
Site coverage	A5 and B8	The site area covered by buildings should not exceed 50 per cent.
Permeability	A6 and B9	The site area covered by pervious surfaces should be at least 30 per cent.
Landscaping	B13	At least 2 medium-sized trees of 8 to 12 metres height at maturity should be provided in the front setback. At least 1 small-sized to medium-sized tree of up to 8 metres height at maturity should be provided in private or secluded private open space. Planting to be provided along the length of any driveway.
Side and rear setbacks	A10 and B17	None specified.
Walls on boundaries	A11 and B18	None specified.
Private open space	A17	An area of 60 square metres, with one part of the private open space to consist of secluded private open space with a minimum area of 40 square metres and a minimum dimension of 5 metres. Secluded private open space should not be located in the front setback of a dwelling or residential building and should have convenient access from a living room.

	Standard	Requirement
	B28	An area of 60 square metres, with one part of the private open space to consist of secluded private open space with a minimum area of 40 square metres and a minimum dimension of 5 metres. Secluded private open space should not be located in the front setback of a dwelling or residential building and should have convenient access from a living room.
Front fence height	A20 and B32	A front fence within 3 metres of a street should not exceed: ▪ 1.5 metres for streets in a Transport Zone 2. ▪ 1 metre for other streets.

4.0
__/__/2024
Proposed
C239brim

Maximum building height requirement for a dwelling, small second dwelling or residential building

None specified.

5.0
__/__/2024
Proposed
C239brim

Application requirements

The following application requirements apply to an application for a permit under Clause 32.09, in addition to those specified in Clause 32.09 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- Landscape plan identifying existing trees to be removed or retained and proposed landscaping, including identification of deep soil suitable for canopy tree planting and expected canopy coverage of trees at maturity.
- A schedule of materials including a description of the expected life span and durability of each material.
- An application to which Clause 32.09-3 or Clause 32.09-7 applies must be referred under Section 55 of the Act to the person or body specified as the referral authority in Clause 66.04.

6.0
__/__/2024
Proposed
C239brim

Decision guidelines

The following decision guidelines apply to an application for a permit under Clause 32.09, in addition to those specified in Clause 32.09 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- Whether there is an opportunity to retain existing vegetation.
- Whether the location of services, infrastructure and building footings would impact on tree retention.
- Whether there is sufficient soil volume to support the health of each species of tree.
- The views of the person or body specified as the referral authority in Clause 66.04.

__/__/2024 Proposed C239brim

SCHEDULE 5 TO CLAUSE 32.09 NEIGHBOURHOOD RESIDENTIAL ZONE

Shown on the planning scheme map as **NRZ5**.

SUBURBAN MASTERPLANNED – INCREMENTAL CHANGE AREAS

1.0 Neighbourhood character objectives

__/__/2024 Proposed C239brim

To encourage high quality design with varied complementary architectural styles, recessed upper levels and use of robust materials.

To promote development that provides an active interface to the street and reduces visual bulk, including development designs that respond to varied topography and lot shape conditions.

To encourage garages to be set behind the front of the building.

To encourage space for landscaping in front gardens and side setbacks, including deep soil for canopy trees.

To limit the height of any front fencing to a minimum.

2.0 Minimum subdivision area

__/__/2024 Proposed C239brim

None specified.

3.0 Requirements of Clause 54 and Clause 55

__/__/2024 Proposed C239brim

	Standard	Requirement
Minimum street setback	A3 and B6	None specified.
Site coverage	A5 and B8	None specified.
Permeability	A6 and B9	None specified.
Landscaping	B13	At least 2 medium-sized trees of 8 to 12 metres height at maturity should be provided in the front setback. At least 1 small-sized to medium-sized tree of up to 8 metres height at maturity should be provided in private or secluded private open space. Planting to be provided along the length of any driveway.
Side and rear setbacks	A10 and B17	None specified.
Walls on boundaries	A11 and B18	None specified.
Private open space	A17	None specified.
	B28	None specified.
Front fence height	A20 and B32	A front fence within 3 metres of a street should not exceed: ▪ 1.5 metres for streets in a Transport Zone 2. ▪ 1 metre for other streets.

4.0 Maximum building height requirement for a dwelling, small second dwelling or residential building

__/__/2024 Proposed C239brim

None specified.

5.0 Application requirements

__/__/2024
Proposed
C239brim

The following application requirements apply to an application for a permit under Clause 32.09, in addition to those specified in Clause 32.09 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- Landscape plan identifying existing trees to be removed or retained and proposed landscaping, including identification of deep soil suitable for canopy tree planting and expected canopy coverage of trees at maturity.
- A schedule of materials including a description of the expected life span and durability of each material.

6.0 Decision guidelines

__/__02/2024
Proposed
C239brim

The following decision guidelines apply to an application for a permit under Clause 32.09, in addition to those specified in Clause 32.09 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- Whether there is an opportunity to retain existing vegetation.
- Whether the location of services, infrastructure and building footings would impact on tree retention.
- Whether there is sufficient soil volume to support the health of each species of tree.

__/__/2024 Proposed C239brim

SCHEDULE 6 TO CLAUSE 32.09 NEIGHBOURHOOD RESIDENTIAL ZONE

Shown on the planning scheme map as **NRZ6**.

SUBURBAN MASTERPLANNED – MINIMAL CHANGE AREAS

1.0 Neighbourhood character objectives

__/__/2024 Proposed C239brim

To encourage high quality design with varied complementary architectural styles, recessed upper levels and use of robust materials.

To promote development that provides an active interface to the street and reduces visual bulk, including development designs that respond to varied topography and lot shape conditions.

To encourage garages to be set behind the front of the building.

To encourage more private open space and space for landscaping in front gardens and side setbacks, including deep soil for canopy trees.

To limit the height of any front fencing to a minimum.

2.0 Minimum subdivision area

__/__/2024 Proposed C239brim

None specified.

3.0 Requirements of Clause 54 and Clause 55

__/__/2024 Proposed C239brim

	Standard	Requirement
Minimum street setback	A3 and B6	None specified.
Site coverage	A5 and B8	None specified.
Permeability	A6 and B9	None specified.
Landscaping	B13	At least 2 medium-sized trees of 8 to 12 metres height at maturity should be provided in the front setback. A least 1 small-sized to medium-sized tree of up to 8 metres height at maturity should be provided in private or secluded private open space. Planting to be provided along the length of any driveway.
Side and rear setbacks	A10 and B17	None specified.
Walls on boundaries	A11 and B18	None specified.
Private open space	A17	An area of 60 square metres, with one part of the private open space to consist of secluded private open space with a minimum area of 40 square metres and a minimum dimension of 5 metres. Secluded private open space should not be located in the front setback of a dwelling or residential building and should have convenient access from a living room.

	Standard	Requirement
	B28	An area of 60 square metres, with one part of the private open space to consist of secluded private open space with a minimum area of 40 square metres and a minimum dimension of 5 metres. Secluded private open space should not be located in the front setback of a dwelling or residential building and should have convenient access from a living room.
Front fence height	A20 and B32	A front fence within 3 metres of a street should not exceed: ▪ 1.5 metres for streets in a Transport Zone 2. ▪ 1 metre for other streets.

4.0 Maximum building height requirement for a dwelling, small second dwelling or residential building

__/__/2024 Proposed C239brim

None specified.

5.0 Application requirements

__/__/2024 Proposed C239brim

The following application requirements apply to an application for a permit under Clause 32.09, in addition to those specified in Clause 32.09 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- Landscape plan identifying existing trees to be removed or retained and proposed landscaping, including identification of deep soil suitable for canopy tree planting and expected canopy coverage of trees at maturity.
- A schedule of materials including a description of the expected life span and durability of each material.

6.0 Decision guidelines

__/__/2024 Proposed C239brim

The following decision guidelines apply to an application for a permit under Clause 32.09, in addition to those specified in Clause 32.09 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- Whether there is an opportunity to retain existing vegetation.
- Whether the location of services, infrastructure and building footings would impact on tree retention.
- Whether there is sufficient soil volume to support the health of each species of tree.

__/__/2024 Proposed C239brim

SCHEDULE 7 TO CLAUSE 32.09 NEIGHBOURHOOD RESIDENTIAL ZONE

Shown on the planning scheme map as **NRZ7**.

SUBURBAN MASTERPLANNED – MINIMAL CHANGE INTERFACE AREAS

1.0 Neighbourhood character objectives

__/__/2024 Proposed C239brim

To encourage high quality design with varied complementary architectural styles, recessed upper levels and use of robust materials.

To promote development that provides an active interface to the street and reduces visual bulk, including development designs that respond to varied topography and lot shape conditions.

To encourage garages to be set behind the front of the building.

To encourage more private open space and space for landscaping in front gardens and side setbacks, including deep soil for canopy trees.

To limit the height of any front fencing to a minimum.

2.0 Minimum subdivision area

__/__/2024 Proposed C239brim

Each lot created by a subdivision must be at least 1,000 square metres.

3.0 Requirements of Clause 54 and Clause 55

__/__/2024 Proposed C239brim

	Standard	Requirement
Minimum street setback	A3 and B6	None specified.
Site coverage	A5 and B8	None specified.
Permeability	A6 and B9	None specified.
Landscaping	B13	At least 2 medium-sized trees of 8 to 12 metres height at maturity should be provided in the front setback. At least 1 small-sized to medium-sized tree of up to 8 metres height at maturity should be provided in private or secluded private open space. Planting to be provided along the length of any driveway.
Side and rear setbacks	A10 and B17	None specified.
Walls on boundaries	A11 and B18	None specified.
Private open space	A17	An area of 60 square metres, with one part of the private open space to consist of secluded private open space with a minimum area of 40 square metres and a minimum dimension of 5 metres. Secluded private open space should not be located in the front setback of a dwelling or residential building and should have convenient access from a living room.

	Standard	Requirement
	B28	An area of 60 square metres, with one part of the private open space to consist of secluded private open space with a minimum area of 40 square metres and a minimum dimension of 5 metres. Secluded private open space should not be located in the front setback of a dwelling or residential building and should have convenient access from a living room.
Front fence height	A20 and B32	A front fence within 3 metres of a street should not exceed: ▪ 1.5 metres for streets in a Transport Zone 2. ▪ 1 metre for other streets.

4.0 Maximum building height requirement for a dwelling, small second dwelling or residential building

__/__/2024 Proposed C239brim

None specified.

5.0 Application requirements

__/__/2024 Proposed C239brim

The following application requirements apply to an application for a permit under Clause 32.09, in addition to those specified in Clause 32.09 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- Landscape plan identifying existing trees to be removed or retained and proposed landscaping, including identification of deep soil suitable for canopy tree planting and expected canopy coverage of trees at maturity.
- A schedule of materials including a description of the expected life span and durability of each material.
- An application to which Clause 32.09-3 or Clause 32.09-7 applies must be referred under Section 55 of the Act to the person or body specified as the referral authority in Clause 66.04.

6.0 Decision guidelines

__/__/2024 Proposed C239brim

The following decision guidelines apply to an application for a permit under Clause 32.09, in addition to those specified in Clause 32.09 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- Whether there is an opportunity to retain existing vegetation.
- Whether the location of services, infrastructure and building footings would impact on tree retention.
- Whether there is sufficient soil volume to support the health of each species of tree.
- The views of the person or body specified as the referral authority in Clause 66.04.

__/__/2024 Proposed C239brim

SCHEDULE 8 TO CLAUSE 32.09 NEIGHBOURHOOD RESIDENTIAL ZONE

Shown on the planning scheme map as **NRZ8**.

LANDSCAPE SUBURBAN – INCREMENTAL CHANGE AREAS

1.0 Neighbourhood character objectives

__/__/2024 Proposed C239brim

To encourage high quality design with a variety of architectural styles and use of robust materials.

To encourage design that sensitively responds to topography and reduces visual bulk, including stepped housing and garden designs.

To promote development that contributes to a garden setting, with generous front and side setbacks, retention of existing trees and planting of new trees and gardens.

To limit the height of any front fencing to a minimum.

2.0 Minimum subdivision area

__/__/2024 Proposed C239brim

None specified.

3.0 Requirements of Clause 54 and Clause 55

__/__/2024 Proposed C239brim

	Standard	Requirement
Minimum street setback	A3 and B6	None specified.
Site coverage	A5 and B8	The site area covered by buildings should not exceed 50 per cent.
Permeability	A6 and B9	The site area covered by pervious surfaces should be at least 30 per cent.
Landscaping	B13	At least 2 medium-sized trees of 8 to 12 metres height at maturity should be provided in the front setback. At least 1 small-sized to medium-sized tree of up to 8 metres height at maturity should be provided in private or secluded private open space. Planting to be provided along the length of any driveway.
Side and rear setbacks	A10 and B17	None specified.
Walls on boundaries	A11 and B18	None specified.
Private open space	A17	None specified.
	B28	None specified.
Front fence height	A20 and B32	A front fence within 3 metres of a street should not exceed: ▪ 1.5 metres for streets in a Transport Zone 2. ▪ 1 metre for other streets.

4.0 Maximum building height requirement for a dwelling, small second dwelling or residential building

__/__/2024 Proposed C239brim

None specified.

5.0 Application requirements

__/__/2024 Proposed C239brim

The following application requirements apply to an application for a permit under Clause 32.09, in addition to those specified in Clause 32.09 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- Landscape plan identifying existing trees to be removed or retained and proposed landscaping, including identification of deep soil suitable for canopy tree planting and expected canopy coverage of trees at maturity.
- A schedule of materials including a description of the expected life span and durability of each material.

6.0 Decision guidelines

__/__/2024 Proposed C239brim

The following decision guidelines apply to an application for a permit under Clause 32.09, in addition to those specified in Clause 32.09 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- Whether there is an opportunity to retain existing vegetation.
- Whether the location of services, infrastructure and building footings would impact on tree retention.
- Whether there is sufficient soil volume to support the health of each species of tree.

__/__/2024 Proposed C239brim

SCHEDULE 9 TO CLAUSE 32.09 NEIGHBOURHOOD RESIDENTIAL ZONE

Shown on the planning scheme map as **NRZ9**.

LANDSCAPE SUBURBAN – MINIMAL CHANGE AREAS

1.0 Neighbourhood character objectives

__/__/2024 Proposed C239brim

To encourage high quality design with a variety of architectural styles and use of robust materials.

To encourage design that sensitively responds to topography and reduces visual bulk, including stepped housing and garden designs.

To encourage more private open space.

To promote development that contributes to a garden setting, with generous front and side setbacks, retention of existing trees and planting of new trees and gardens.

To limit the height of any front fencing to a minimum.

2.0 Minimum subdivision area

__/__/2024 Proposed C239brim

None specified.

3.0 Requirements of Clause 54 and Clause 55

__/__/2024 Proposed C239brim

	Standard	Requirement
Minimum street setback	A3 and B6	None specified.
Site coverage	A5 and B8	The site area covered by buildings should not exceed 50 per cent.
Permeability	A6 and B9	The site area covered by pervious surfaces should be at least 30 per cent.
Landscaping	B13	At least 2 medium-sized trees of 8 to 12 metres height at maturity should be provided in the front setback. At least 1 small-sized to medium-sized tree of up to 8 metres height at maturity should be provided in private or secluded private open space. Planting to be provided along the length of any driveway.
Side and rear setbacks	A10 and B17	None specified.
Walls on boundaries	A11 and B18	None specified.
Private open space	A17	An area of 60 square metres, with one part of the private open space to consist of secluded private open space with a minimum area of 40 square metres and a minimum dimension of 5 metres. Secluded private open space should not be located in the front setback of a dwelling or residential building and should have convenient access from a living room.

	Standard	Requirement
	B28	An area of 60 square metres, with one part of the private open space to consist of secluded private open space with a minimum area of 40 square metres and a minimum dimension of 5 metres. Secluded private open space should not be located in the front setback of a dwelling or residential building and should have convenient access from a living room.
Front fence height	A20 and B32	A front fence within 3 metres of a street should not exceed: ▪ 1.5 metres for streets in a Transport Zone 2. ▪ 1 metre for other streets.

4.0 Maximum building height requirement for a dwelling, small second dwelling or residential building

__/__/2024 Proposed C239brim

None specified.

5.0 Application requirements

__/__/2024 Proposed C239brim

The following application requirements apply to an application for a permit under Clause 32.09, in addition to those specified in Clause 32.09 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- Landscape plan identifying existing trees to be removed or retained and proposed landscaping, including identification of deep soil suitable for canopy tree planting and expected canopy coverage of trees at maturity.
- A schedule of materials including a description of the expected life span and durability of each material.

6.0 Decision guidelines

__/__/2024 Proposed C239brim

The following decision guidelines apply to an application for a permit under Clause 32.09, in addition to those specified in Clause 32.09 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- Whether there is an opportunity to retain existing vegetation.
- Whether the location of services, infrastructure and building footings would impact on tree retention.
- Whether there is sufficient soil volume to support the health of each species of tree.

08/07/2021
C211brim

SCHEDULE TO CLAUSE 66.04 REFERRAL OF PERMIT APPLICATIONS UNDER LOCAL PROVISIONS

1.0
~~08/07/2021~~ / /2024
~~C211brim~~
Proposed C239brim

Referral of permit applications under local provisions

Clause	Kind of application	Referral authority	Referral authority type
~~None specified~~ Sections 5 and 6 of Schedule 4 to Clause 32.09 (NRZ)	An application to which Clause 32.09-3 or Clause 32.09-7 applies.	WorkSafe Victoria	Recommending referral authority
Sections 5 and 6 of Schedule 7 to Clause 32.09 (NRZ)	An application to which Clause 32.09-3 or Clause 32.09-7 applies.	WorkSafe Victoria	Recommending referral authority

31/07/2018
VC148

SCHEDULE TO CLAUSE 72.08 BACKGROUND DOCUMENTS

1.0 Background documents

~~14/042023~~
__/__/2024
~~C216brim~~
Proposed
C239brim

Name of background document	Amendment number - clause reference
Brimbank Community Vision 2040 (Brimbank City Council, 2018)	C225
Brimbank Cultural Strategy 2018-2022 (Brimbank City Council, 2018)	C225
Brimbank Settlement Action Plan (Brimbank City Council, 2019)	C225
Brimbank Reconciliation Action Plan (Brimbank City Council, 2019)	C225
Waste, Recycling, and Litter Strategy (Brimbank City Council, 2018)	C225
Brimbank Public Art Policy and Plan 2018-2023 (Brimbank City Council, 2018)	C225
Brimbank Lifelong Learning Strategy 2018-2023 (Brimbank City Council, 2018)	C225
Brimbank Aboriginal Cultural Heritage Strategy 2018-2023 (Brimbank City Council, 2018)	C225
Brimbank Cycling and Walking Strategy (Brimbank City Council, 2016)	C225
Brimbank Age Friendly City Plan 2018-2022 (Brimbank City Council, 2018)	C225
Urban Forest Strategy 2016-2046 (Brimbank City Council, 2018)	C225
Brimbank Economic Development Strategy 2016-2020 (Brimbank City Council, 2016)	C225
Brimbank Industrial Land Strategy 2018-2030 (Brimbank City Council, 2018)	C225
Disability Action Plan 2017-2020 (Brimbank City Council, 2017)	C225
Brimbank Heritage Strategy 2018-2023 (Brimbank City Council, 2018)	C225
Safe and Inclusive Brimbank 2020-2024 (Brimbank City Council, 2020)	C225
Brimbank Habitat Connectivity Plan 2018-2023 (Brimbank City Council, 2018)	C225
Brimbank Biodiversity Strategy 2012-2022 (Brimbank City Council, 2012)	C225
Albion Neighbourhood Plan (Brimbank City Council, 2013)	C225
Sustainable Water Management Strategy 2013-2023 (Brimbank City Council, Revised 2018)	C225
Community Services and Infrastructure Plan 2018-2038	C225
Sports Facility Development Plan (Brimbank City Council, 2018)	C225
Brimbank Parking Strategy 2019-2029 (Brimbank City Council, 2019)	C225
Transport Priorities Paper (Brimbank City Council, 2018)	C225

Name of background document	Amendment number - clause reference
Brimbank Response Strategy, Western Rail Plan, including Melbourne Airport Rail Link And Sunshine Super Hub (Brimbank City Council, 2019)	C225
Brimbank Climate Change Action Plan 2020-2025 (Brimbank City Council, 2020)	C225
Revised Greenhosue Reduction Strategy 2013-2023 (Brimbank City Council, 2018)	C225
Brimbank Landscape Guidelines (Brimbank City Council, Updated 2004)	C225
Sunshine Activity Centre Northern Precinct Urban Design Framework (David Lock Associates, 2013)	C225
Southern Sunshine Urban Design Framework (SJB Urban, 2014)	C225
Keilor Downs Urban Design Framework (Brimbank City Council, 2018)	C225
Brimbank Council Plan 2017-2021 (Brimbank City Council, 2017)	C225
Victoria in Future (Department of Environment, Land, Water and Planning, 2019)	C225
Brimbank Acivity Centres Strategy (Brimbank City Council, 2018)	C225
Brimbank Electronic Gambling Policy (Brimbank City Council, 2019)	C225
Creating Better Parks Policy and Plan (Brimbank City Council, 2016)	C225
Brimbank City Council Post-Contact Cultural Heritage Study, Version 2 (Gary Vines, Olwen Ford, Graeme Butler & Francine Gilfedder, 2013)	C84(Part 1)
Guidelines for the Assessment of Heritage Planning Applications, Public Draft (Heritage Victoria, 2007)	C84(Part 1)
Brimbank Heritage Design Guidelines, Parts 1-9 (Brimbank City Council, 2009)	C84(Part 1)
Brimbank Native Vegetation Review: Site Assessments (Abzeco Pty Ltd, 2007)	C93
Port Phillip and Western Port Native Vegetation Plan (Port Phillip an Western Port Catchment Management Authority, 2006)	C93
Kororoit Creek Regional Strategy 2005-2030 (Department of Sustainability, 2006)	C93
Brimbank Green Wedge Management Plan (Brimbank City Council, August 2010)	C93
~~*Brimbank Housing Strategy, Home and Housed* (Brimbank City Council, 2014)~~	~~C158~~
Sydenham Regional Activity Centre Structure Plan (Brimbank City Council, Revised 2015)	C179(Part 1)
Sunshine Town Centre Structure Plan (Brimbank City Council, Revised 2014)	C179(Part 1)
Central Sunshine Urban Design Framework (Brimbank City	C179(Part 1)

Name of background document	Amendment number - clause reference
Council, 2009)	
Deer Park Urban Design Framework (Brimbank City Council, 2009)	C179(Part 1)
Stand Alone food and Drink Premises Policy (Brimbank City Council, 2012)	C179(Part 1)
Keilor Vilage Vision Document (Brimbank City Council, 2015)	C179(Part 1)
Industrial Estate Guidelines: • *Derrimut Park, Part 1, November 2004* • *Derrimut Park, Part 2, November 2004* • *Gilberton's Industrial Estate, November 1997* • *Glengala Estate, October 2000* • *Glengala Estate, Stage 2, October 2008* • *North Sunshine Industrial Estate Guidelines, 2007* • *Paramount Estate, Release 1, March 2006* • *Paramount Estate, Release 2, October 2006* • *Paramount Estate, Release 3a, November 2006* • *Paramount Estate, Release 3b, November 2007* • *Paramount Estate, Release 4a, July 2007* • *Paramount Estate, Release 4b, August 2008* • *Paramount Estate, Release 5a, November 2007* • *Paramount Estate, Release 5b, September 2009* • *Paramount Estate, Release 5c, October 2010* • *Paramount Estate, Release 5d, November 2011* • *Paramount Estate, Release 5e, April 2013* • *Proximity Fairbairn Road, August 2005* • *Tanslink Business Park, Stage 3, May 2006* • *Tanslink Business Park, March 2004* • *West Park, May 2004, amended February 2005* • *West Park, Stage 5-8, January 2006* • *West Park, Stage 9, March 2009*	C177
Brimbank Housing and Neighbourhood Character Strategy (Brimbank City Council, 2024)	C239brim
Brimbank Housing and Neighbourhood Character Background Report (Brimbank City Council, 2024)	C239brim
Brimbank Housing Strategy – Background Analysis (Brimbank City Council, 2021)	C239brim
Designing for Density in the Residential Growth Zone (Brimbank City Council, 2024)	C239brim

__/__/2024
C225brim

SCHEDULE TO CLAUSE 74.02 FURTHER STRATEGIC WORK

1.0
__/__/2024
~~C225brim~~
Proposed
C239brim

Further strategic work

Settlement

- Review the Sunshine Town Centre Structure Plan in line with recommendations in the *Brimbank Response Strategy, Western Rail Plan, including Melbourne Airport Rail Link and Sunshine Super Hub* (Brimbank City Council, 2019).
- Prepare a Structure Plan for the Deer Park Major Activity Centre, Deer Park Railway Station and surrounding industrial and residential uses, including a review of the boundary of the activity centre.
- Undertake a car parking study of the Sunshine Metropolitan Activity Centre to potentially inform development of car parking overlay.
- Undertake a car parking study of the St Albans Major Activity Centre to potentially inform development of car parking overlay.

~~**Built Environment and Heritage**~~

- ~~Prepare a neighbourhood character study to identify areas with neighbourhood character.~~

~~**Housing**~~

- ~~Review the *Brimbank Housing Strategy, Home and Housed* (Brimbank City Council, 2014).~~

Economic Development

- Develop industrial design guidelines for the municipality including industrial estates where there are no existing design provisions.

Transport

- Prepare an integrated transport strategy for the municipality.

Infrastructure

- Prepare and implement Development Contributions Plans for community and development infrastructure in accordance with Council adopted strategic plans and works program.

Brimbank City Council

Draft Brimbank Housing + Neighbourhood Character Strategy






MAY 2024

Attachment 13.6.5

CLIENT	Brimbank City Council
PROJECT	Brimbank Housing and Neighbourhood Character Strategy
VERSION	1.0 Initial draft issued for PWG/PCG review
	2.0 Revised to consolidated 3 documents into one
	3.0 Edits following second substantive review by Council
	4.0 Edits following community consultation
	5.0 Edits following third substantive review by Council
	6.0 Edits following feedback from Department of Transport and Planning
PREPARED BY	Leah Wittingslow and Hannah Ehlenfeldt
REVIEWED BY	Leah Wittingslow
DATE	May 2024

mesh

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Council respectfully acknowledges and recognises the Kulin Nation, including the Wurundjeri, Bunurong and Boon Wurrung Peoples, as the Traditional Owners of the land in the City of Brimbank, and pays respect to Elders past, present and future. For the Traditional Owners, the lands in the City of Brimbank have always been a significant trading and meeting place.

Executive Summary

The City of Brimbank is growing and changing.
A new approach to planning for housing is needed.

The City of Brimbank (Brimbank) is a growing and changing municipality. By 2041, there will be an additional 34,000 residents, and at least 14,000 new homes will be needed to accommodate this growth. Brimbank's population is not only increasing, but it is also ageing and becoming more diverse- bringing changes to household structures and housing needs. While families will continue to make up the majority of households, single person households and households with people over 65 will increase significantly over the next 20 years.

Brimbank's community is one of the most socio-economically disadvantaged in metropolitan Melbourne and has the highest instance of people experiencing homelessness in Greater Melbourne's west. Like other major cities around Australia, housing in Brimbank is becoming increasingly unaffordable, and this threatens the security and well-being of current and future residents.

These are significant challenges to address. Brimbank needs more housing, and it needs to be diverse, affordable and well-located.

Currently, Brimbank's housing stock is relatively homogenous—comprising over 80% separate housing—and it will not meet the needs of the future population. Units and townhouses are gradually emerging, yet the feasibility of apartment developments remains hindered by site conditions, market preferences and economic considerations. Even as the demand for separate houses persists, the limited availability of greenfield land precludes detached housing as an option for accommodating the anticipated population growth.

The Sunshine Metropolitan Activity Centre (MeAC) and St Albans Major Activity Centre (MAC) have the capacity to accommodate a significant portion of Brimbank's new apartment developments and housing growth. Sunshine MeAC in particular is set to transform, with Council anticipating significant infrastructure enhancements and higher density housing as a result of significant State government investment in infrastructure and planning and Council's own Transforming Brimbank agenda.

Outside of these areas, in established neighbourhoods, Council needs a plan to accommodate a pipeline of new housing. This needs to include a mix of detached homes, townhouses, apartments and other diverse forms of housing. There also needs to be a mix of tenures (owned and rented) and affordable housing, including social housing and other low-cost options. The location and design of new housing needs to enhance sustainability and liveability, offer convenient access to services and infrastructure and contribute to the valued character of Brimbank's local neighbourhoods.

The purpose of this Housing and Neighbourhood Character Strategy is to establish a long-term, shared vision for the future of housing in Brimbank and to set out a plan to realise it.



MARIBYRNONG RIVER VIADUCT

The community-developed housing vision for Brimbank is:

By 2041, Brimbank will be a city of green, connected and diverse neighbourhoods, offering a range of high quality, sustainable housing choices for everyone at every stage of their life.

To accomplish this vision, the Strategy recommends denser housing of up to four storeys in transport-rich locations, particularly within and around activity centres. Development will contribute to a new character in these areas and feature high quality, sustainably designed contemporary buildings.

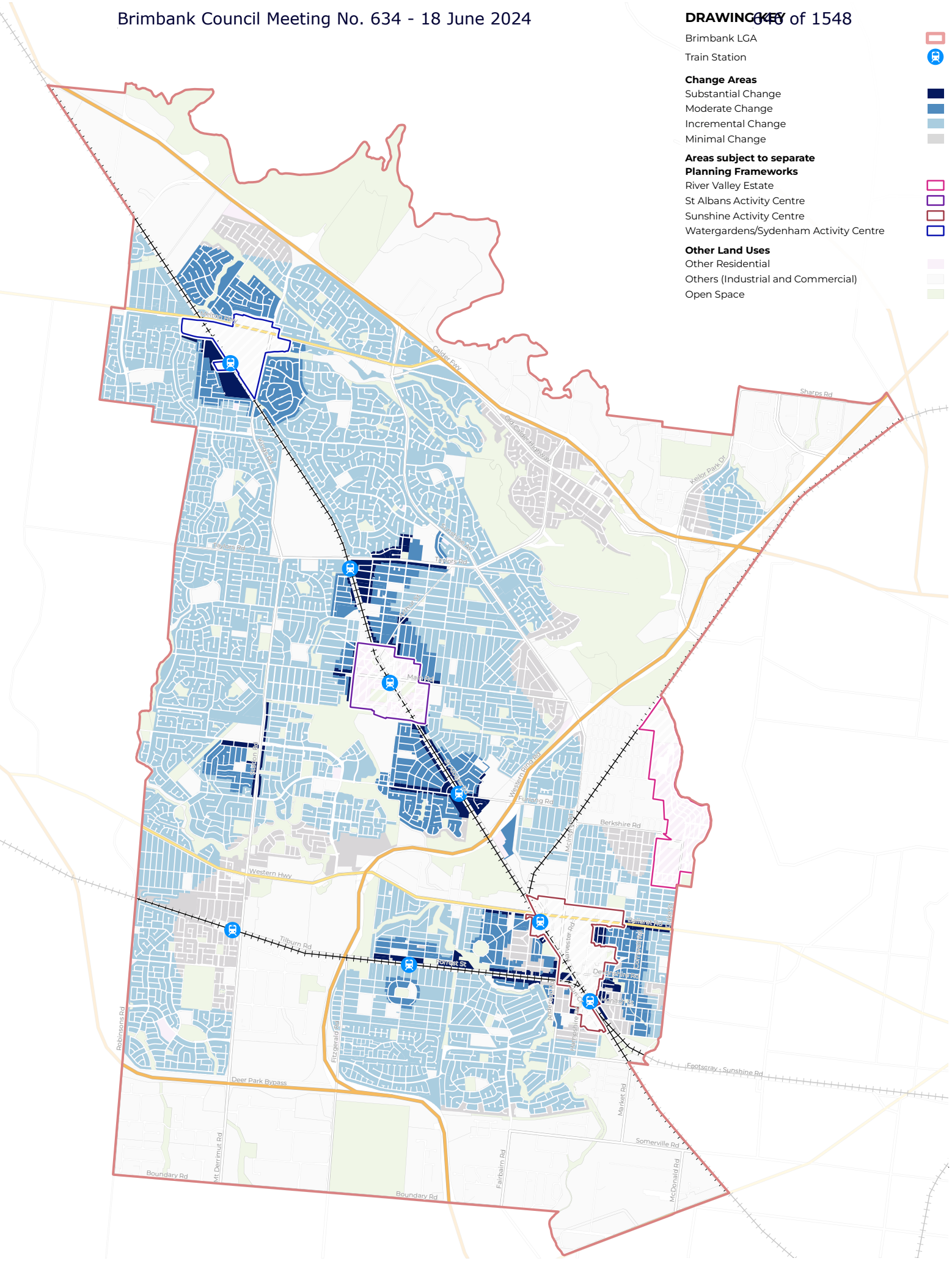
Outside these areas, development will transition to lower-scale townhouses and apartments of up to three storeys within walking distance of transport, shops, and services. This housing will offer high quality alternatives to a variety of household structures, including singles, couples and families, freeing up existing separate housing across Brimbank for those that have the greatest need for more space, such as large and multigenerational families. While development will respect existing character, it will also bring changes, including more diverse housing options, enhanced landscaping, tree planting and high quality development. Facilitating affordable housing supply will be a priority in these areas, given their proximity to transport and services.

In most of Brimbank's remaining residential areas, change will be incremental and of a lower scale. This will include units and townhouses of up to two storeys, designed to respect the preferred character of Brimbank's diverse neighbourhoods. This housing is anticipated to meet the needs of the majority of Brimbank's family households.

Some parts of Brimbank will experience development at a slower pace, due to constraints such as airport noise or other environmental factors. Other parts of the municipality will evolve gradually because of heritage values. Development in these areas will still be possible, but it will occur at a scale and intensity that celebrates and enhances Brimbank's history and character.

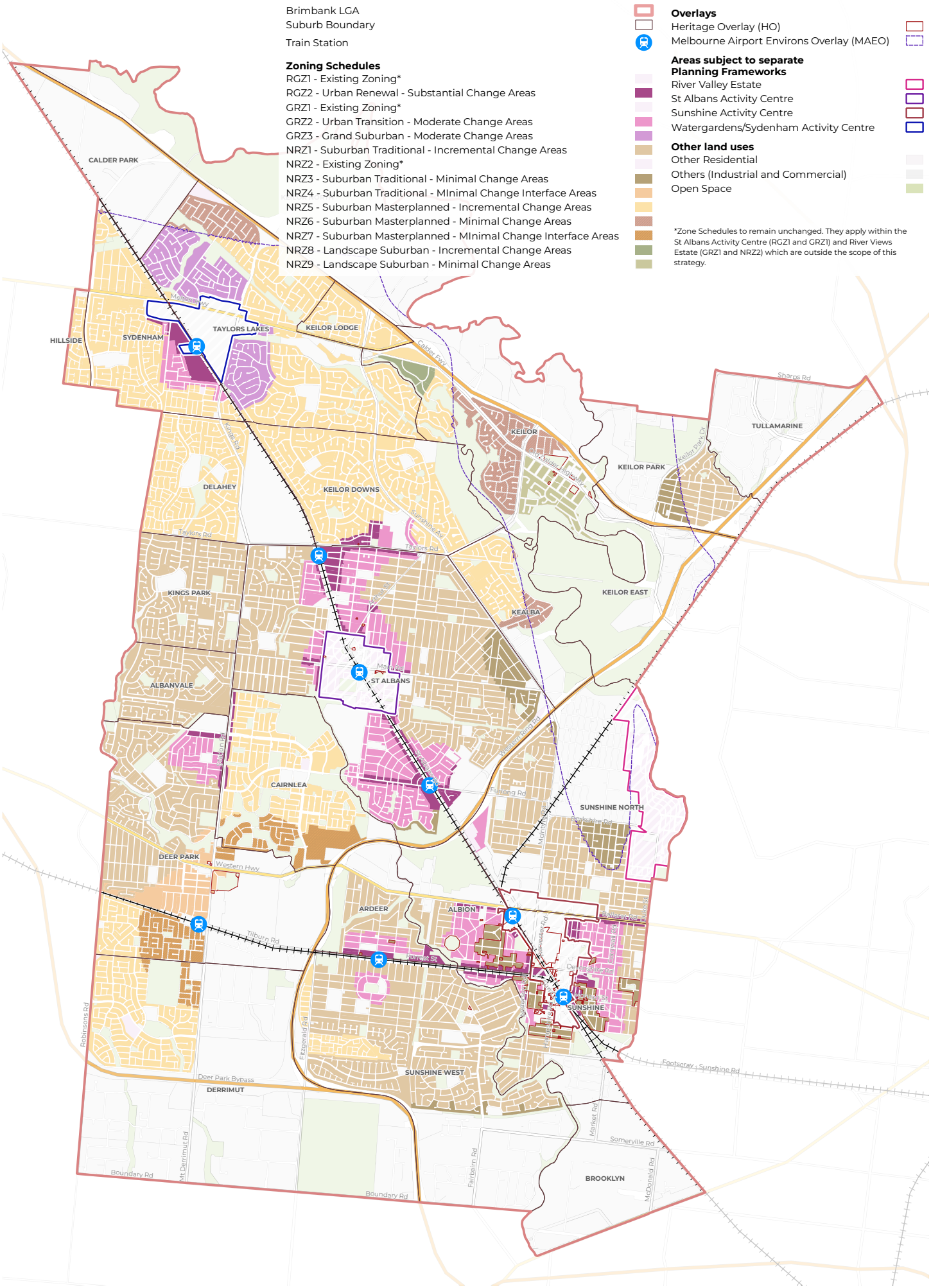
Planning for housing is complex and challenging, and Federal and State governments hold many of the levers that affect housing supply and affordability. However, Councils have a significant role to play in planning for housing through the application of residential zones, overlays and policies. State government provides clear direction on how to use these tools in order to create certainty about development outcomes in each zone and liveable neighbourhoods .

This Strategy aligns with those directions and lays the groundwork for a local planning framework to deliver the housing growth and diversity Brimbank needs.



Attachment 13.6.5

III CHANGE AREAS PLAN



Attachment 13.6.5

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Abbreviations

ACZ	Activity Centre Zone
CBD	Central Business District
CDZ	Comprehensive Development Zone
CZ	Commercial Zone
DCPO	Development Contributions Plan Overlay
DDO	Design and Development Overlay
DELWP	the Department of Environment, Land, Water and Planning
DoT	the Department of Transport
DPO	Development Plan Overlay
DTP	the Department of Transport and Planning
ESD	Environmentally Sustainable Development or Design
ESO	Environmental Significance Overlay
GRZ	General Residential Zone
HO	Heritage Overlay
LSIO	Land Subject to Inundation Overlay
MAEO	Melbourne Airport Environs Overlay
MeAC	Metropolitan Activity Centre
MUZ	Mixed Use Zone
NCO	Neighbourhood Character Overlay
NEIC	National Employment and Innovation Cluster
NRAS	National Rental Affordability Scheme
NRZ	Neighbourhood Residential Zone
PPF	Planning Policy Framework
PPN	Planning Practice Note
PPTN	Principal Public Transport Network
PSA	Planning scheme amendment
ResCode	Residential Code
RGZ	Residential Growth Zone
SBO	Special Building Overlay
SEIFA	Socio-Economic Indexes for Areas
SHWEP	Sunshine Health, Wellbeing and Education Precinct
SLO	Significant Landscape Overlay

Glossary of Terms

Term	Definition
20-minute neighbourhood	A neighbourhood in which residents can access most of their daily needs (e.g., via shops, services, parks, healthcare facilities) within a 20-minute return walk from home.
Activity centre	Areas that provide a focus for services, employment, housing, transport and social interaction. They range in size and intensity of use from smaller neighbourhood centres to major suburban centres and larger metropolitan centres.
Adaptable housing	Housing that is designed to be used by everyone and accommodate changes in family size or family member mobility over time.
Affordable housing	Housing that is appropriate for the needs of a range of very low to moderate income households, and priced (whether mortgage repayments or rent) so these households are able to meet their other essential basic living costs.
Australian Noise Exposure Forecast (ANEF)	The ANEF system is the approved aircraft noise exposure metric for use in land use planning across Australia. ANEF contours are a way to describe the measure of aircraft noise exposure levels around airports.
Contemporary development	New housing development that has replaced traditional housing stock in older suburbs, or that has been recently developed in newer suburbs.
Contributory heritage buildings	Buildings that make a significant contribution to the heritage character of an area.
Community housing	Refers to a type of not-for-profit social housing. Community housing offers secure, affordable, rental housing for very low to moderate income households with a housing need
Crisis and emergency housing/ accommodation	Includes a range of specialist services for people who are homeless, at risk of homelessness, escaping family violence, or in other emergency situations. It includes women's refuges, youth refuges and major crisis supported accommodation services.
Greenfield land	Undeveloped land identified for future residential, industrial or commercial development and use.
High density development	As used in this Strategy, development of four or more storeys, containing apartments or units.
Higher density development	As used in this Strategy, a descriptor that encompasses both medium density development (2–3 storeys) and high density development (4+ storeys).
High scale development	As used in this Strategy, development of three or more storeys. (In contrast to 'low scale development' – see below.)
Housing diversity	A variety of housing sizes and types. Seen as desirable due to the premise that people need different types of housing depending on their lifestyle and life stage.
Housing location	Where a dwelling is within a geographical area. Often thought about in association with proximity to desired features or attractors.
Housing scale	Refers to the size of a dwelling. Measured by floor area, number of bedrooms, and/or size of lots.
Housing tenure	Ownership status of a dwelling, typically either homeownership or rental.

Housing typology	The physical type of dwelling. Includes detached homes/separate houses, semi-detached, townhouses, unit, apartments, and specialised housing (e.g., retirement villages, aged care facilities, student housing).
Inclusionary zoning	A land use planning intervention by government that either mandates or creates incentives so that a proportion of a residential development includes a number of affordable housing dwellings.
Infill development	Development of vacant or under-utilised land in within an area that is already largely developed.
Liveable/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.
Low scale development	As used in this Strategy, development of one to two storeys.
Metropolitan activity centres (MeACs)	As used in the Victorian Planning System, higher-order centres with diverse employment options, services and housing stock, supported by good transport connections. Plan Melbourne identifies 9 existing MeACs (including Sunshine) and two future centres.
Major activity centres (MACs)	As used in the Victorian Planning System, suburban centres that provide access to a wide range of goods and services. They have different attributes and provide different functions, with some serving larger subregional catchments. Plan Melbourne identifies 121 major activity centres.
Major Hazard Facilities (MHFs)	Worksafe Victoria, who are a Government Authority that issue licences for Major Hazard Facilities, define MHFs as facilities that 'use significant quantities of dangerous goods. If there were a major incident at a MHF, it could be catastrophic for employees, the community and the environment. While major incidents are highly unlikely, they can occur and may result in fire, explosion and the release of hazardous substances.'
Medium density development	As used in this Strategy, development that has dwellings or apartments in buildings of two to three storeys. This can include townhouses, unit developments and low scale apartment buildings.
Minimal housing change	As used in the Victorian Planning System, this describes areas unsuitable for housing growth due to their constraints.
National Employment and Innovation Cluster (NEIC)	Designated concentrations of employment distinguished by a strong core of nationally significant knowledge sector businesses and institutions that make a major contribution to the national economy and Melbourne's positioning in the global economy
Neighbourhood character / character	As defined by DTP, 'Neighbourhood character is essentially the combination of the public and private realms. Every property, public place or piece of infrastructure makes a contribution, whether great or small. It is the cumulative impact of all these contributions that establishes neighbourhood character.' (PPN43)
Neighbourhood character precincts	Areas identified by this Strategy, areas having qualities (similarities and comparative differences) that give them a unique character from other parts of the municipality.
Non-contributory heritage buildings	Buildings that do not make a significant contribution to the heritage character of an area but that still fall under a HO.
Planning authority	Any person or body given the power to prepare a planning scheme or an amendment to a planning scheme. A council is planning authority for its municipality and for any area adjoining its municipality that the Minister authorises.
Planning Permit	In Victoria, a legal document that allows a certain use or development to proceed on a specified parcel of land.

Planning scheme	A planning scheme is a statutory document that sets out objectives, policies and provisions relating to the use, development, protection and conservation of land in the area to which it applies. A planning scheme regulates the use and development of land through planning provisions to achieve those objectives and policies.
Planning Scheme Amendment (PSA)	Involves a change to a planning scheme map, a change to the written part of the scheme, or both. The Minister for Planning may authorise the preparation of a PSA by a municipal council.
Planning Policy Framework (PPF)	The policy content of the planning scheme that provides state, regional and local context for spatial planning and decision making by planning and responsible authorities.
Priority precincts	In Victoria, areas around transport nodes that will be a focus of employment and housing growth.
Public housing	Long-term rental housing that is owned by the government. Its purpose is to accommodate very low to moderate income households that are most in need.
ResCode	The collective name for Clauses 54, 55, 56 and 58 in the Victorian Planning Scheme. These clauses set objectives and standards for residential development for one dwelling on a lot (Clause 54), two or more dwellings on a lot (Clause 55), subdivision (Clause 56), and apartment buildings (Clause 58).
Residential Development Framework (RDF)	As used in the Victorian Planning System, identifies housing change areas, typically as minimal, incremental or substantial change.
Rezoning	The statutory process of changing the zone of land to another zone. In Victoria, this requires a Planning Scheme Amendment.
Schedule	As used in the Victorian Planning System, a set of objectives, standards, and requirements and decision guidelines attached to either a zone or an overlay.
Social housing	A type of rental housing that is provided and/or managed by the government or by a not-for-profit organisation. Social housing is an overarching term that covers both public housing and community housing.
Special character	As used in this Strategy, areas that have a unique and valued character that is differentiated from surrounding neighbourhoods. This may include an intact, prevailing architectural style from a certain decade or a distinct landscaped setting.
Substantial housing change	As used in the Victorian Planning System, this describes areas where development will occur at a substantially different scale and intensity compared to other areas of a given municipality.
State significant industrial precinct/land	Strategically located land available for major industrial development linked to the Principal Freight Network and transport gateways.
Universal design	Design that is accessible to all people, no matter their age or ability.
Value uplift	The uplift in future economic and social value created by the construction of significant infrastructure or rezoning land. Value uplift is often referred to in the context of capturing some of the value to deliver broader public benefits.
'Your Say' website	A website run by a Council or State government that allows residents to give input into proposed plans, strategies and initiatives.

Introduction

The Brimbank Housing and Neighbourhood Character Strategy (the Strategy) is a long-term plan to manage housing growth and change across the municipality. By 2041, Brimbank's population is projected grow by 33,964 people, and it is estimated that the municipality will need an additional 14,000 dwellings to meet its forecasted need. Brimbank has more than enough theoretical capacity to meet this need. This Strategy seeks to direct the right type of growth to the right locations and to provide housing that supports and enhances neighbourhood character, diversity, amenity and sustainability.





INTERFACE AREA TO RIVER VALLEY ESTATE

Brimbank is set to transform over the coming decades. Brimbank's population is increasing, getting older and becoming more diverse. As such, Brimbank will see not only a greater demand for housing, but a demand for different types of housing to suit a wide range of residents.

Brimbank is also the focus of substantial government and private industry investment and urban renewal. This will encourage new residents and workers to move to Brimbank and will catalyse new development opportunities.

These opportunities are primarily located in the Sunshine Priority Precinct, which includes the Sunshine MeAC and Albion Quarter, and also within the Sydenham/Watergardens MAC. Growth and change within these centres will be significant and will provide excellent opportunities for large-scale housing growth, transit-oriented development and high quality mixed-use urban renewal.

Planning for growth within the Sunshine MeAC, Albion Quarter, Sydenham/Watergardens and the St Albans MAC does not form part of this Strategy, as growth within these areas is either already guided by separate, tailored planning frameworks, or these areas are actively being planned as part of separate strategic planning processes. Land within the Mixed Use Zone (MUZ) will also be looked at separately.

Brimbank's established residential neighbourhoods are the focus of this Strategy. Controls and policies affecting these areas will have a significant impact on the quantity and quality of future housing growth.

The Strategy has been prepared to:

- Support growth and enhance liveability.
- Respect and celebrate neighbourhood character and facilitate high quality new development that contributes positively to the public realm.
- Enhance housing diversity to meet changing community needs and respond to an urgent need for more affordable housing.
- Manage potential amenity conflicts between residential and other incompatible land uses.
- Improve the sustainability and climate resilience of new housing development.

Overview

The Strategy is an integrated plan for housing and neighbourhood character. It sets out how Brimbank can meet housing need over the next 20 years and serves as a framework to provide a broad mix of housing in the most suitable locations. It details what is driving and influencing housing change in Brimbank, provides a long-term vision and outlines strategic directions and recommended actions.

Brimbank has the capacity to meet its housing demand the coming years. The Strategy provides direction to ensure that the type and location of new housing will meet residents' needs. It will be used as the basis for introducing changes into the Brimbank Planning Scheme to implement its vision and directions.

Context

Provides an overview of policy, demographic trends and housing supply factors that will drive housing change in Brimbank in the coming years. Identifies the primary opportunities and constraints on housing growth and change and key influences on neighbourhood character.

Vision and themes

Presents a long-term vision for housing and neighbourhood character in Brimbank and outlines strategic directions organised around five themes.

Growth

Directs housing growth to appropriate locations to accommodate identified housing need. The Change Areas Plan contained within this section identifies areas of substantial, increased, incremental, and minimal change. The Residential Development Framework (RDF) determines the appropriate residential zones to implement these growth directions.

Character

Describes the preferred future character of Brimbank's residential areas in the context of proposed growth and change and identifies residential zone schedules to implement these character objectives.

Diversity

Sets out objectives and actions to ensure new housing growth meets the needs of the population, including high-level directions to support housing affordability.

Amenity

Outlines how residential zones and schedules are proposed to be used to direct housing growth away from major sources of amenity conflict, including major hazard facilities (MHFs), industrial areas and where airport noise is a constraint.

Sustainability

Proposes objectives and actions to improve the sustainability of Brimbank's new housing by enhancing canopy tree coverage, improving quality of design and materials, and being more strategic about car parking requirements.

Implementation

Consolidates all actions contained within each of the Strategy's sections. Implementation will primarily be achieved through residential zone changes and supported by policy changes and a range of other actions.

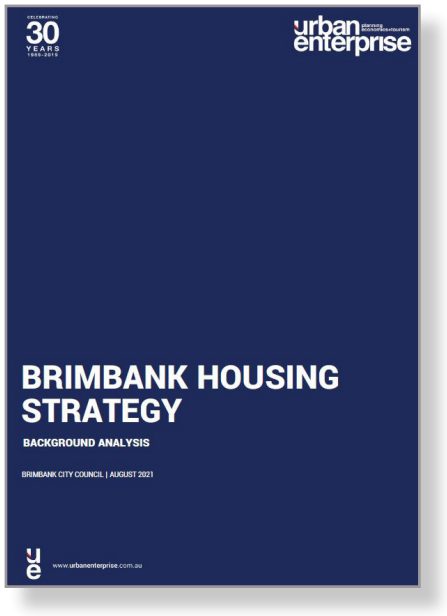
Appendices

Provide greater detail on how growth settings have been determined and on the existing and preferred character across all of Brimbank's neighbourhoods.

The Strategy builds upon a previous 2019 Draft Neighbourhood Character Study, while taking into consideration changes to State planning policy. It has relied on background work, including the following analysis and technical inputs:

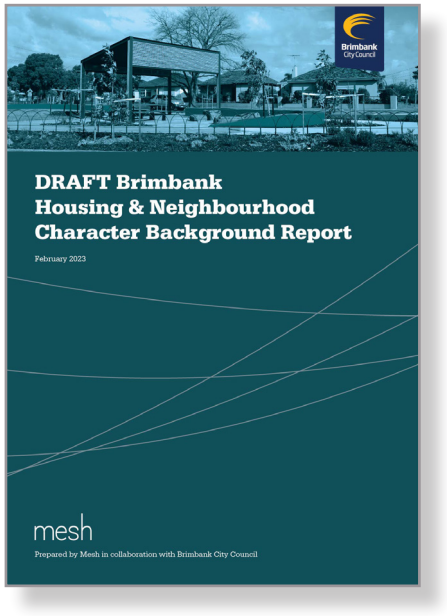
Brimbank Housing Strategy Background Analysis (Urban Enterprise, 2022)

Brings together and analyses demographic and development information, including forecast population growth and current and projected housing supply and demand. In this Strategy, this report is referred to as the Urban Enterprise Background Analysis.



Draft Brimbank Housing and Neighbourhood Character Background Report (Mesh, 2022)

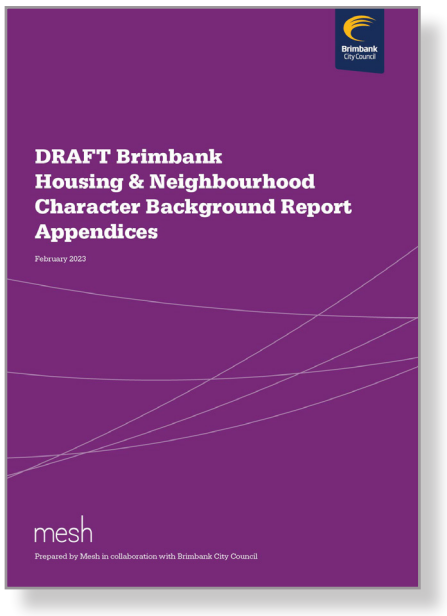
Outlines Brimbank's residential context, analyses housing opportunities and constraints, and presents emerging neighbourhood character precincts. In this Strategy, this report is referred to as the Mesh Background Report.



Suburb Profiles (Mesh, 2022)

Detail key characteristics of each suburb in Brimbank and the main contributors and threats to their neighbourhood character. These are contained within the Appendices of the Mesh Background Report.

In addition to the above, guidance has been provided by Echelon, Hodyl & Co and Six Degrees Architects in relation to development outcomes in proposed Residential Growth Zone (RGZ) areas.



Strategy Preparation + Scope

The Strategy is being prepared in four key phases:

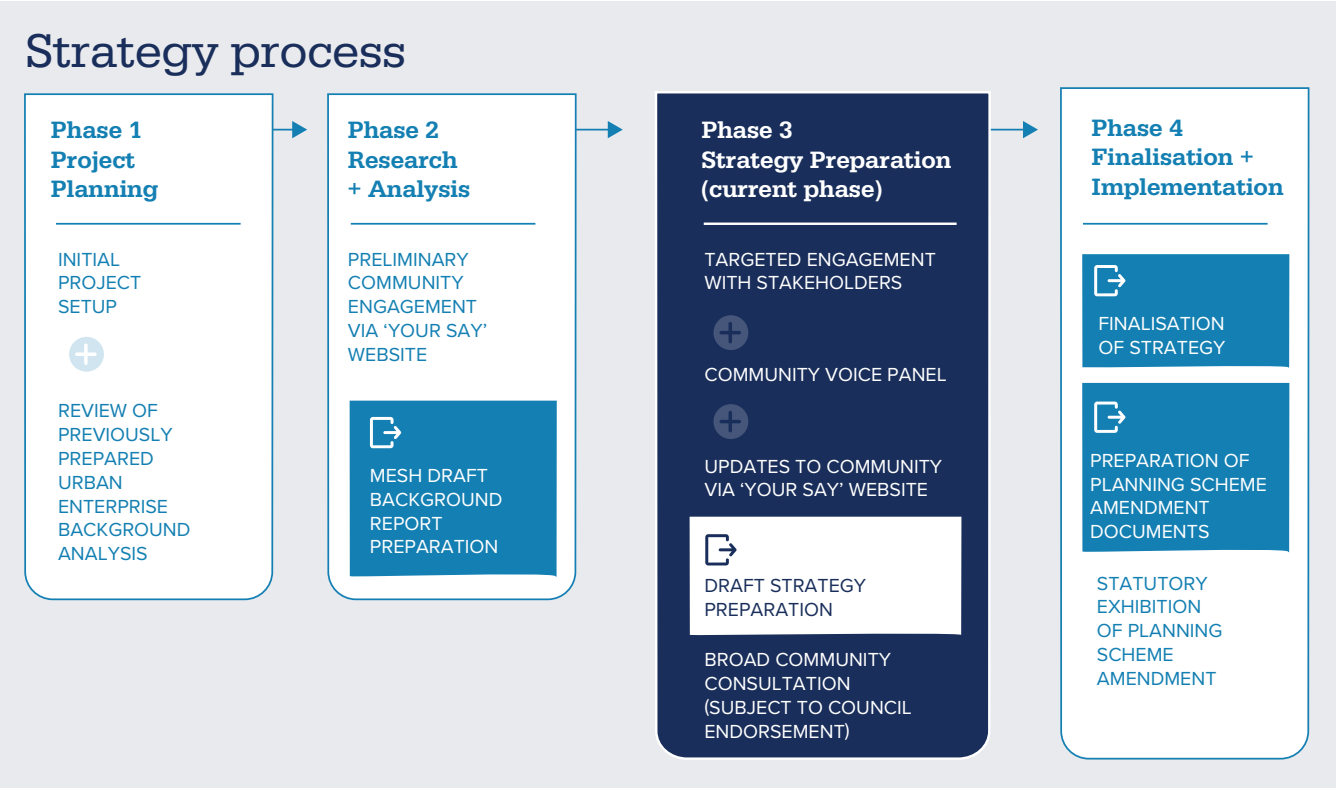


FIGURE 1. STRATEGY PROCESS

The focus of this project is residentially zoned land, excluding zones for mixed uses, other specialised development areas, the area surrounding St Albans MAC that is part of the St Albans Activity Centre Structure Plan[1] and the River Valley Estate, which is currently under development and subject to an existing planning framework.[2]

This project has also had regard for parts of the municipality that will accommodate substantial housing growth (e.g., the Sunshine Priority Precinct and Watergardens Major Activity Centre), in terms of the likely effects on development and population growth. State plans for the development of Sunshine and associated public infrastructure upgrades have been taken into consideration in assessing the suitability of different building heights for nearby residential areas.

While MUZ areas are not a focus of this Strategy, the Mesh Background Report provided a 'stocktake' of these sites, and the Strategy (refer to the 'Growth' theme) recommends investigation of a comprehensive strategy for MUZ zones across Brimbank.

Focus areas

RGZ – Residential Growth Zone

GRZ – General Residential Zone

NRZ – Neighbourhood Residential Zone

Considered as part of background analysis

MUZ – Mixed Use Zone

ACZ – Activity Centre Zone

CDZ – Comprehensive Development Zone

Land within the St Albans Activity Centre Structure Plan and the River Valley Estate (which are subject to existing planning frameworks).

[1] This project analysed the St Albans Activity Centre area and recommended zoning to facilitate the vision for St Albans to 'develop into a high quality, people-focused activity area, with a defined sense of place, maintaining the 'feel' of a local community hub'. The recommended zoning was subsequently adopted into the Brimbank Planning Scheme.

[2] The existing zones and schedules that apply to the River Valley Estate are not proposed to be amended as part of this Strategy.

Engagement

The Strategy has been shaped by community input at key stages. These have included:

- Consultation on the Draft Neighbourhood Character Study 2019 (July – August 2019).
- Preliminary engagement on Housing and Neighbourhood Character Strategies via 'Your Say' (October – November 2022).
- Community Voice engagement on the themes and vision of the Draft Housing and Neighbourhood Character Strategies (July 2023).

Key ideas that emerged from engagement activities are summarised under 'Vision + Themes'. The following provides a summary of the key feedback:

Embracing diversity with quality

Community feedback has generally indicated that residents are open to increased housing diversity and welcome change in their neighbourhoods. However, there was a desire that new development to be high quality.

Inclusive housing

Residents expressed a desire for housing that caters to the needs of all members of the community, including older residents and those with various abilities.

Proximity to infrastructure and amenities

There was broad support for housing growth and diverse housing types to be located near existing infrastructure and amenities. Participants expressed a preference for housing to be located away from industrial areas.

Architectural diversity

There was an appreciation of a mixture of architectural styles and housing types in Brimbank's neighbourhoods. There was a sense that this architectural diversity adds to the overall character and vibrancy of a neighbourhood.

Green spaces and landscaping

Trees, landscaping and green spaces were highly valued by residents, and a stronger treed character was repeatedly raised as an aspiration.

Quality concerns

There were concerns raised about the quality of new housing developments, including the durability of materials and implications for ongoing maintenance.

Housing types in high-growth areas

In high-growth areas,[3] such as in and around activity centres and public transport, residents were generally open to a range of housing types, including townhouses, mixed-use developments and apartments up to four storeys. There was a preference against taller apartment buildings of 10-15 storeys.

Detached housing in low-growth areas

When asked about low-growth areas, residents tended to prefer detached housing with large backyards that cater specifically to families.

Diverse housing in medium-growth areas

When asked about medium-growth areas, residents tended to prefer a mix of family homes and diverse housing. This generally reflects a desire for variety and inclusivity within new and existing neighbourhoods.

[3] 'High-growth areas', 'medium-growth areas' and 'low-growth areas' were not defined for the engagement participants; rather, participants were asked to consider these however they envisioned them.

Methodology

This Strategy has been prepared in accordance with Planning Practice Notes (PPNs) 90 *(Planning for housing)*, 91 *(Using the residential zones)* and 43 *(Understanding neighbourhood character)*, prepared by the Department of Transport and Planning (DTP). These PPNs collectively provide technical guidance about how to plan for and balance housing growth and neighbourhood character, and how to implement growth and character objectives through residential zones.

The methodology employed to produce the Strategy incorporated a range of inputs and used a balancing framework called the Residential Development Framework (RDF) to balance housing and neighbourhood character objectives and identify preferred development outcomes. This was done through designating minimal, incremental, increased and substantial housing change areas amd assigning appropriate zoning. The RDF is proposed to be implemented using zones and schedules to facilitate appropriate development. Figure 2 provides a breakdown of the methodology.

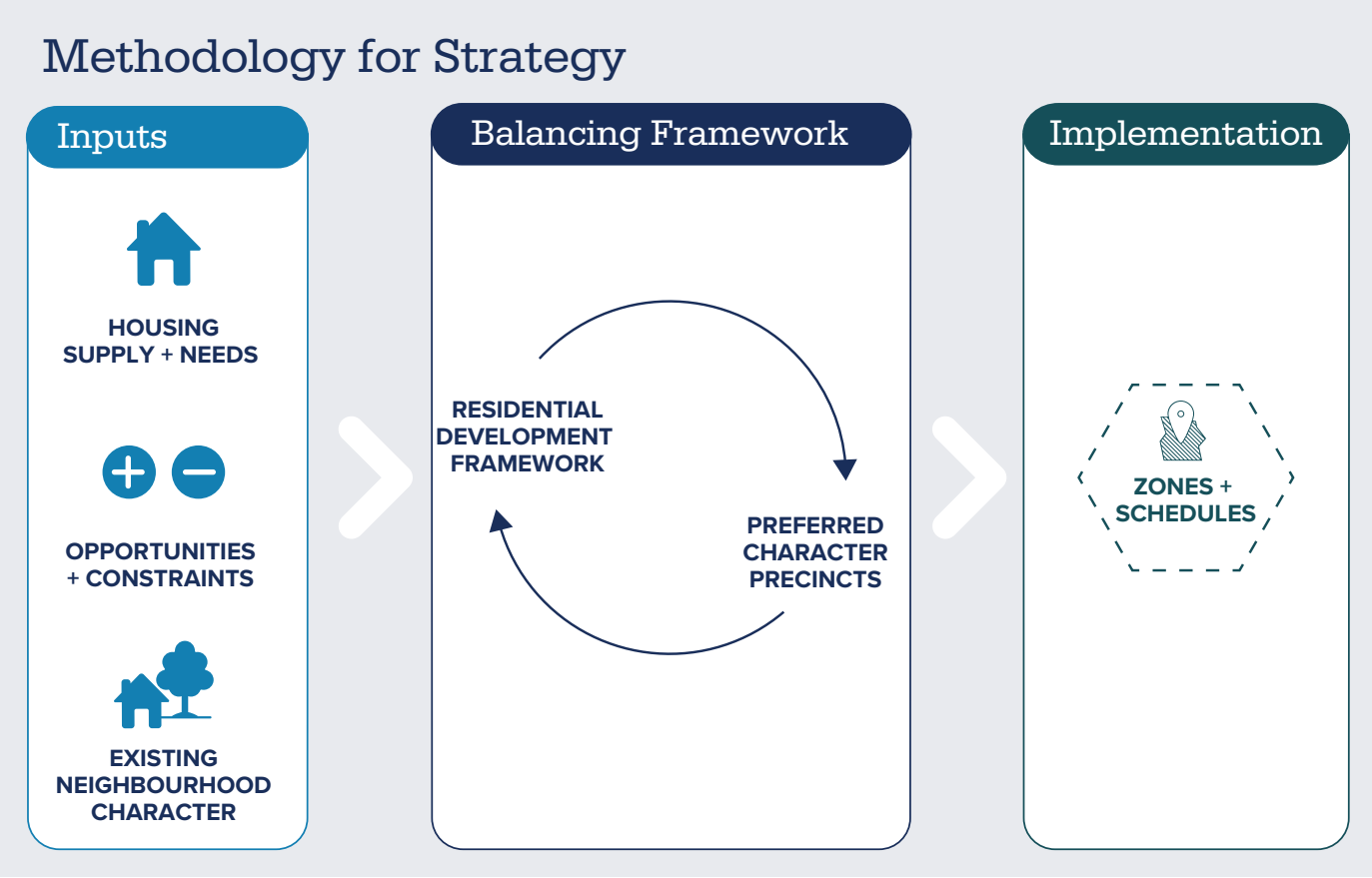


FIGURE 2. METHODOLOGY FOR STRATEGY - BALANCING HOUSING AND CHARACTER

Inputs

HOUSING SUPPLY + NEEDS

Data about housing supply and needs informed the change area designations of the RDF and the ensuing strategic directions of the Strategy. According to the Urban Enterprise Background Analysis,[4] Brimbank has more than enough supply under the current zoning framework to meet housing needs. However, greater direction is required to ensure housing growth is appropriately directed and that the types of new housing provided meets an ageing and diversifying population. Housing supply and needs are described in detail in the Urban Enterprise Background Analysis and summarised in the Context section under **Drivers of Housing Change.**

OPPORTUNITIES + CONSTRAINTS

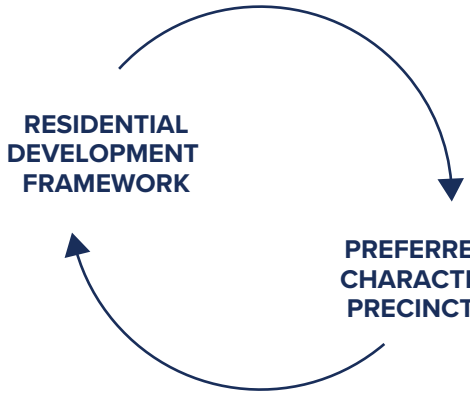
Opportunities and constraints to housing growth were identified and then spatially analysed to understand what levels of change would be appropriate for each area. This process recognised that some opportunities and constraints have greater weight than others. Opportunities and constraints are described in detail in the Mesh Background Report and summarised in the Context section under **Opportunities** and **Constraints**.

EXISTING NEIGHBOURHOOD CHARACTER

Existing neighbourhood character was identified and taken into account when making decisions about levels of change and preferred neighbourhood character. Neighbourhoods were grouped into precincts with similar characteristics, derived from detailed desktop analysis and site visits described in the Mesh Background Report. The Character Precincts were further reviewed and refined through preparation of the Strategy. They are summarised in **Appendix 2.**

Balancing Framework

RDF - Change areas were identified, having regard to the above inputs and PPNs 90 and 91. Change areas were categorised as either substantial, increased, incremental or minimal. The resulting RDF can be seen in the **Growth** section. **Appendix 1** provides a summary of opportunities, constraints and neighbourhood character considerations that informed decision making on substantial and moderate change areas.



Preferred Character Precincts describe what an area will look and feel like as it grows and changes (as guided by the RDF). The Strategy seeks to guide and shape change in a way that positively contributes to character of the public and the private realms, while also facilitating appropriate development in suitable locations. This is outlined under **Character**, and more detail is provided in **Appendix 2**.

Implementation

ZONES + SCHEDULES

The RDF will form the basis for the statutory tools used to manage and facilitate development, primarily through zones and zone schedules.[5] The proposed zones and schedules are outlined in the **Implementation** section, with supporting detail under **Growth** and **Character**.

[4] Urban Enterprise, *Housing Strategy: Background Analysis,* 2021 (updated 2022).

[5] Within the current planning system structure, planning controls within zones and overlays, rather than policy statements, are the most effective way to implement neighbourhood character objectives. This is the approach that is adopted in this Strategy.

The process of developing the RDF and the Strategy took place according to the following steps:

1. Background Analysis

The Draft Housing and Neighbourhood Character Background Report was undertaken to detail housing supply and needs and describe existing neighbourhood character. This report also identified and mapped a set of opportunities and constraints for housing growth in Brimbank.

2. Draft RDF

A Draft RDF was prepared, informed by the identification of opportunities and threats from the Background Report and discussion between Mesh and Council about the relative importance of major vs. minor opportunities and threats. This provided a framework for refinement of opportunities, constraints, potential changes areas and precincts.

3. Neighbourhood Character Directions

General ideas of potential change areas (minimal, incremental and substantial), were used to target on-site verification of existing neighbourhood character (as defined in the Background Report), and as a basis for workshopping to determine proposed preferred neighbourhood character. This step included refinement of the Draft RDF (change area boundaries and proposed schedule precincts).

4. Housing Strategy Directions

The Draft RDF was used as the basis to assess theoretical yields and capacity from the proposed changes areas. Housing Strategy Directions were developed to give more detail to the housing themes of Diversity, Amenity and Sustainability. These were then workshopped with the Council Project Team before preparing the Strategy documents.

5. Neighbourhood Character + Housing Strategy Document Preparation

The above steps resulted in a refined RDF and Housing + Neighbourhood Character Strategy Directions for each theme. Once these were generally agreed with the Project Team, Mesh drafted the text of the Strategies (originally two separate Strategies) and prepared updated mapping. This step also involved lot coverage and lot frontage analysis for each Character Precinct.

6. Community Voice Consultation

A selection of residents from the Brimbank Community Voice consultation group provided feedback on the themes of the strategies and voiced their desires for housing growth in Brimbank. This was used to shape the Vision of the Strategy.

7. Final Strategy

The Council Project Team Provided comments on the Draft Strategy, and a final Strategy was prepared by Mesh.

8. Next Steps

The Strategy will be taken to Stakeholder and Community Consultation (in accordance with engagement plan as determined by Council Project Team).

Through this process, the Strategy has sought to balance a range of strategic considerations in order to support and encourage new housing that meets the needs of Brimbank's growing community.



BRICK HOUSES ON ARMSTRONG STREET, SUNSHINE WEST

A number of other factors have also influenced the proposed zone and schedule boundaries:

- In accordance with PPN90, change is considered relevant to its context, and the existing built form context is the 'starting point' when planning for change. Most of Brimbank's residential areas are single storey. Therefore, in most instances of established, single-storey residential neighbourhoods, the Neighbourhood Residential Zone (NRZ), with its maximum two-storey height limit, represents 'incremental change'. The 'incremental change' NRZ was considered to be the most appropriate zone to achieve housing growth and neighbourhood character objectives in the absence of an identified 'opportunity' to support higher change or 'constraint' that required minimal change.
- Both sides of the street were placed within the same zone wherever possible.
- Where possible, properties in the NRZ and RGZ were configured so that they do not have a direct interface. They have been separated by a road, lane or a General Residential Zone (GRZ) transition area. However, in some instances this separation was not appropriate. For example, in Sunshine, heritage constrains growth on certain properties (requiring an NRZ) in areas that are otherwise suitable for substantial change (RGZ). Other provisions in the zones (such as the zone purpose and decision guidelines) will be relied upon to ensure that appropriate consideration is given to the design of interfaces between the RGZ and NRZ.
- Existing zoning was a consideration, but it was not a determining factor in making decisions about change areas or proposed zoning.
- The existing zoning of large sites used for other purposes (such as schools) has not been recommended to change as part of this Strategy. Rezoning may be considered in the future, but this is likely to require a masterplanning (or similar) process.
- Some areas affected by specific constraints, such as proximity to industrial land, will have additional overlays or controls.

Context

Brimbank is an established middle-ring municipality in western Melbourne with a population of 193,256 people.[6] It is experiencing steady population growth, and this is forecasted to continue over the next decade. It is one of the most culturally diverse municipalities in Australia[7] and the 2nd most socio-economically disadvantaged local government area in metropolitan Melbourne.[8]



[6] .idcommunity, *City of Brimbank*, .idcommunity website, 2022.
[7] Brimbank City Council, *Brimbank Community Profile* 2023.
[8] Urban Enterprise, *Housing Strategy: Background Analysis*, 2021 (updated 2022).



CORNER OF MAYNE STREET AND OLDFIELD STREET, SUNSHINE WEST

Brimbank Context

The municipality comprises a mix of established residential neighbourhoods, large-scale employment and industrial areas (including State significant industrial land), and a network of activity centres, including the Sunshine MeAC, St Albans MAC, Sydenham/Watergardens MAC, Deer Park MAC and Brimbank Central MAC. Residential development has tended to be low-scale, with development outside of activity centres generally 1–2 storeys and some instances of three-storey development.

There is very little vacant residential land in Brimbank, meaning the majority of new housing development will be achieved through renewal and replacement of existing housing stock with medium and higher density[9] infill development.

Brimbank is served by an extensive road network and two major train lines, yet many of its residential areas remain poorly served by public transport and are car dependent.

Snapshot of Brimbank

POPULATION + AGE

ESTIMATED RESIDENT POPULATION

194,618
2021

37
MEDIAN AGE

Ageing population

HOUSEHOLD SIZE + TYPE

71,810
TOTAL DWELLINGS IN 2021.

Separate houses **80%**

Dwellings 3+ bedrooms **82%**

CULTURAL + LINGUISTIC DIVERSITY

194,618
ATTRACTIVE LOCATION FOR OVERSEAS MIGRANTS RESULTING IN A DIVERSE COMMUNITY.

EDUCATION + EMPLOYMENT

AVERAGE WEEKLY HOUSEHOLD INCOME.

$1,506
LESS THAN METRO MELBOURNE $1,901 AVERAGE

11% Unemployment rate

Second most disadvantaged municipality in metro Melbourne

AFFORDABILITY

Fairly even split
OF HOUSING TENURES

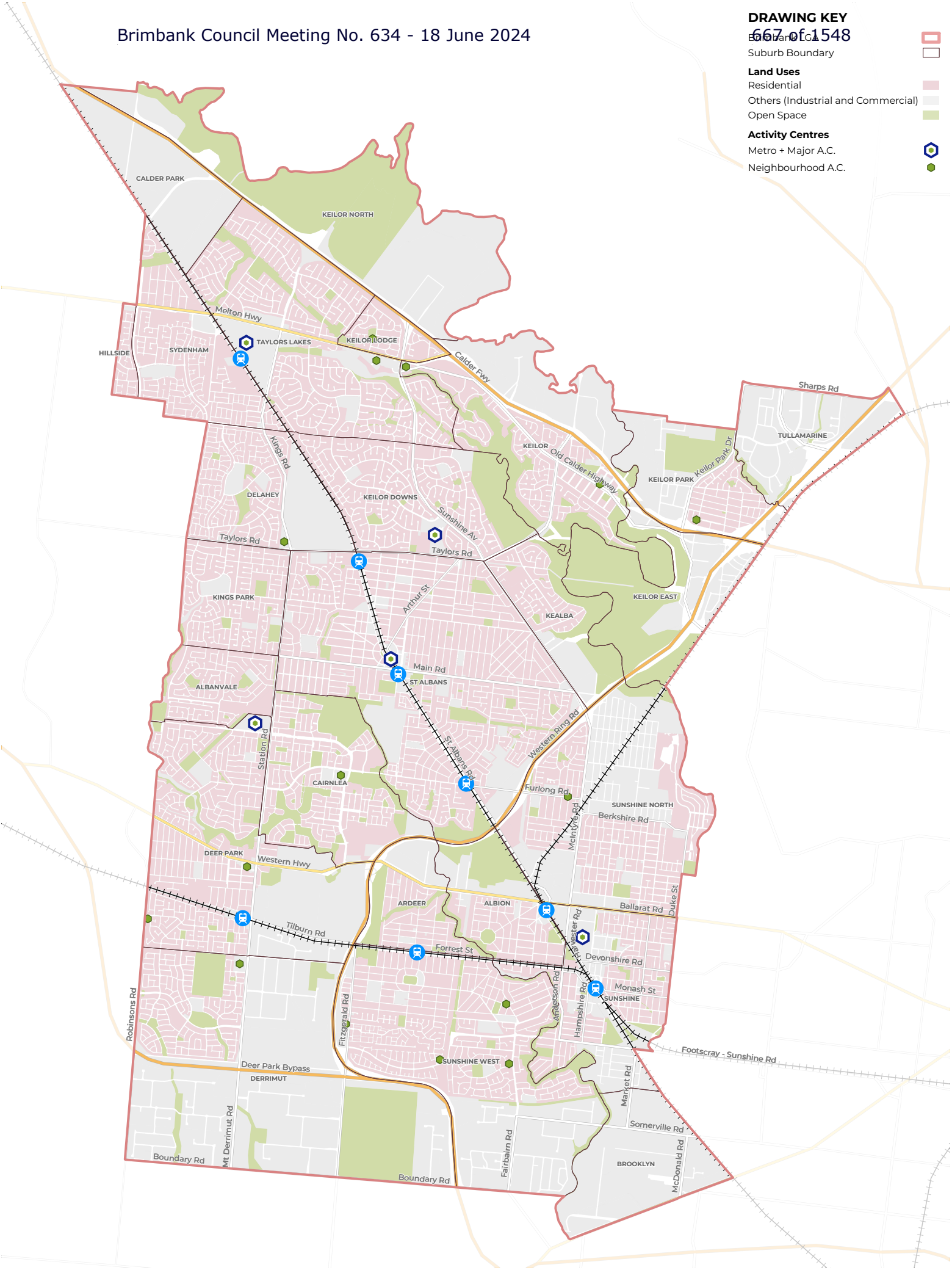
Full ownership **31%**

Mortgage **31%**

Renting **26%**

Affordability decreasing

[9] As compared to existing densities currently delivered across Brimbank.



Attachment 13.6.5

FIGURE 3. STUDY AREA

Policy Context

State policy within the Planning Policy Framework (PPF) of the Brimbank Planning Scheme directs Council, as planning authority, to plan for housing that:

- Is well located to infrastructure and services (Clause 11.01-1S).
- Delivers affordable and specialised[10] supply (Clause 16.01-1S, Clause 16.01-4S and 16.01-5S).
- Facilitates growth around major precincts and activity centres (e.g., the Sunshine MeAC), in accordance with *Plan Melbourne* (Clause 11.01-1R).

Planning authorities are required to ensure there is at least a 15-year supply of land (Clause 11.02-1S) to accommodate projected population growth. Brimbank already has sufficient supply, but State policy requires a review of zoning to consolidate existing urban areas and ensure development contributes positively to preferred neighbourhood character (Clause 15.01-5S) and responds to any constraints on development, including heritage (Clause 15.03) and land use incompatibility (Clause 13.07-1S). In Brimbank, land use compatibility issues include proximity of new housing to major industry, MHFs (Clause 1307-2S) and the Melbourne Airport (Clause 18-02-7R).

Brimbank's current planning scheme[11] includes a range of local policies that provide greater detail regarding State policy. The Municipal Strategic Statement (MSS) identifies an increasing demand for housing, to meet the needs of an ageing population and to accommodate smaller household sizes (Clause 21.02). This housing, as envisaged by the strategic land use vision (Clause 21.04) and the PPF, is to be in the form of well-designed, high quality, sustainable development (Clause 21.07-3, 22.02) that contributes to the desired neighbourhood character and respects heritage and landform (Clauses 21.07-3, 21.06-1, 21.06-3). Increased residential densities are to be in and around activity centres that are serviced by the principal public transport network (21.08-1).

Many of these policies, as well as the current zoning framework, were implemented as part of Brimbank's previous Housing Strategy, *Home and Housed* (2014). They are being reviewed as part of this Strategy.

Key areas of focus relate to:

- Encouraging denser and more diverse housing typologies in preferred areas around the Sunshine MeAC, MACs and transport, in accordance with State policy directions, particularly where planned State government investment is expected to lead to residential growth and improve the commercial viability of higher density housing forms.
- Supporting more incremental infill development of single dwellings, townhouses and units in other neighbourhoods.
- Strengthening guidance around how development should respond to neighbourhood character (currently there is limited guidance).[12]
- Ensuring zones and schedules are designed to achieve their full growth potential (analysis in the Mesh Background Report demonstrates that similar development outcomes are being delivered across broad areas of Brimbank, regardless of zone).

Further detail on policy is provided in the **Mesh Background Report.**

[10] Such as community care accommodation and residential aged care

[11] For the purpose of this section, we have referred to the existing planning scheme format (the LPPF). In the Implementation section, reference is made to the proposed new Planning Scheme format (the PPF), as it is expected that this will be gazetted by the time this Strategy is implemented.

[12] As noted in VCAT decisions—see the VCAT analysis section of the Mesh Background Report for more detail.

Drivers of Housing Change

In the context of this Strategy, housing change refers to a change in the amount and/or type of housing provided within the municipality.

There are range of factors that are driving housing change in Brimbank, including:

- State planning directions for housing.
- A growing and changing population profile.
- A requirement to align housing supply with needs and market expectations.
- Declining affordability.
- Investments in infrastructure and precincts.
- Expectations for enhanced character and sustainability.

Each of these are discussed in turn.

State planning directions for housing

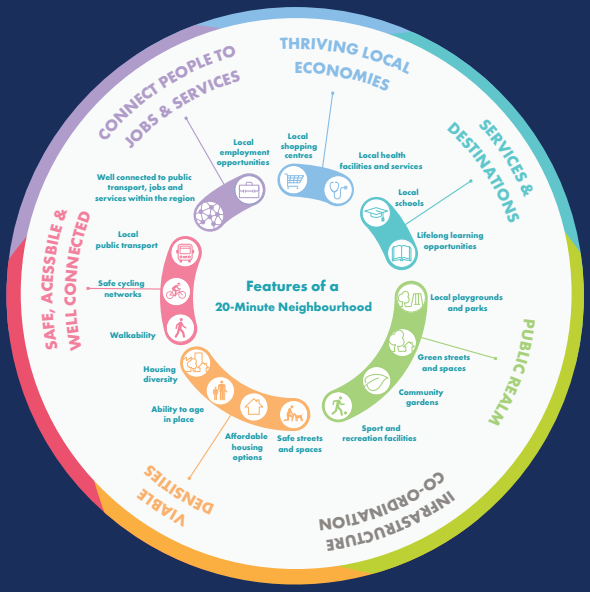
Changes to metropolitan population projections,[13] which see Melbourne reaching 8.4 million by 2050, have focussed State government policy (including *Plan Melbourne*[14]) on accommodating more housing within established areas like Brimbank. This, and other factors, have driven a change in State direction on how housing and neighbourhood character policy should be developed and how residential zones are to be used and implemented.

Changes to State policy direction contained within *Plan Melbourne*, including those relating to major transport infrastructure investment, the Sunshine Precinct, and the 20-minute neighbourhood framework (see call out box), will affect how Brimbank plans for housing. There is now an increased emphasis on achieving 70% of new housing development in established suburbs,[15] meaning that more infill development will need to occur in Brimbank, particularly in areas rich in transport, social and other infrastructure. *Plan Melbourne* is currently being reviewed and refreshed to be a plan for all of Victoria.

20-minute neighbourhoods

A 20-minute neighbourhood is one in which residents can access most of their daily needs (via shops, services, parks, healthcare facilities, etc.) within a 20-minute return walk from home. The idea of the 20-minute neighbourhood is to support local communities and business with viable densities and to give people the option to walk or cycle for transport.

Plan Melbourne contains direction to *'Create a city of 20-minute neighbourhoods'*. Melbourne is to become a city of connected 20-minute neighbourhoods, with connections between neighborhoods and the central city.



[13] Victorian Government, Victoria in Future, 2019.
[14] *Plan Melbourne* was originally released in 2017, and an addendum was released in 2019 following updated population projections. *Plan Melbourne* is currently being reviewed in accordance with the 5-year review schedule.
[15] Victorian Government, *Plan Melbourne 2017-2050*, 2017.

A growing and changing population

Brimbank's population is growing and ageing, and its household size is declining. This combination of factors will drive Brimbank's housing need over the next 20 years. The population is anticipated to grow by almost 34,000 people to 2041 creating a demand for almost 14,000 dwellings.[16]

While families are still predicted to generate the greatest housing demand in the future, the demand from couples (including downsizers), singles, and groups is forecast to proportionally increase (Figure 5). Members of the community, at different stages in their lives, will have demands for different forms of housing. This Strategy must anticipate those needs, whilst also accommodating a greater population.

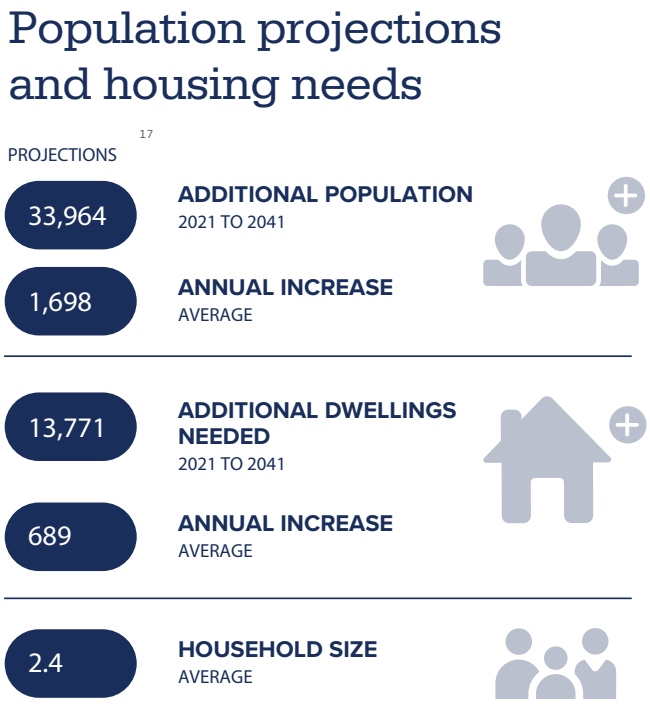


FIGURE 4. POPULATION PROJECTIONS AND HOUSING NEEDS

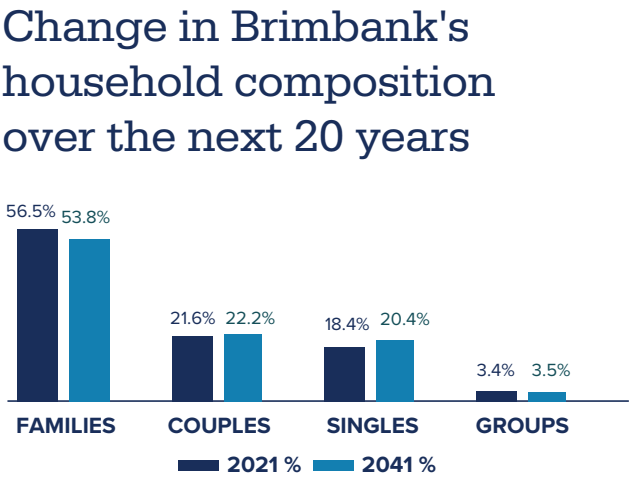


FIGURE 5. CHANGE IN BRIMBANK'S HOUSEHOLD COMPOSITION OVER THE NEXT 20 YEARS (SOURCE: URBAN ENTERPRISE, 2022)

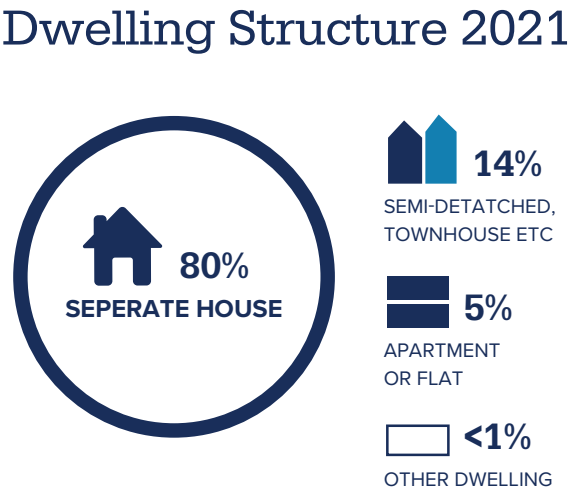


FIGURE 6. DWELLING STRUCTURE IN BRIMBANK (SOURCE: URBAN ENTERPRISE, 2022)

[16] Urban Enterprise, *Housing Strategy: Background Analysis, 2021* (updated 2022).
[17] Populations and dwelling projections are based on Forecast .id scenarios, rather than VIF, given they take into consideration the impacts of the Covid-19 pandemic and the temporary closure of Australia's international borders.

Aligning housing supply with needs and market expectations

According to analysis undertaken by Urban Enterprise,[18] under its current residential zoning Brimbank has a sufficient supply of zoned land available for housing redevelopment to accommodate its projected population growth (capacity for more than 63,000 homes). The Sunshine MeAC alone is theoretically capable of accommodating all projected population growth. However, significant housing growth in the Sunshine MeAC is a long-term proposition that will take time to come to market. It will also likely comprise apartment-style development, and will therefore be unlikely to meet the needs of all sectors of the community.

Housing in other neighbourhoods will be infill development-development of vacant or under-utilised land in within an area that is already largely developed. This infill development will depend on the willingness, expertise and financial capacity of landowners to sell or develop, and it will also take time.

This Strategy will aid Brimbank in aligning housing supply with the needs of the market by introducing strategic directions and actions to support a diverse range of housing growth across well-located areas. This will enable Council to make the most efficient use of existing infrastructure, to provide a higher degree of liveability, and to ensure that housing types and forms match need.

Brimbank's current housing supply is very homogenous. Most dwellings are separate houses (80%), and the Brimbank housing market remains driven by demand for detached housing,[19] particularly for families. As an established municipality, Brimbank has no further greenfield land to support substantial supply of single detached housing.

Townhouses are a secondary option for many in Brimbank. This housing form is particularly attractive to first home buyers and downsizers. Apartments and other denser and more diverse forms of housing are in lesser demand at present, and their delivery is limited due to a combination of market preferences and development forces.

Different household types have propensities to live in certain dwelling types (see 'Housing Propensity' call-out box). However, *Victoria's Infrastructure Strategy 2021-2051*[20] notes that many people may make different housing choices when presented with other benefits, such as access to transport, employment, services and/or recreation. Given constraints on the supply of the preferred form of housing in Brimbank (separate/detached), this Strategy seeks to provide alternative options that meet the changing needs and expectations of the community and that support the market to deliver this supply (refer to **Growth**).

Housing Propensity

- Families, one parent families and adult couples have the greatest propensity to live in separate houses.
- Group households, single person and adult couples have the greatest propensity to live in townhouses.
- Group and single person households have the greatest propensity to live in flats and apartments.

SOURCE: URBAN ENTERPRISE, 2022

[18] Urban Enterprise, *Background Housing Strategy: Background Analysis, 2021* (updated 2022)
[19] Urban Enterprise, *Background Housing Strategy: Background Analysis*, 2021 (updated 2022).
[20] Infrastructure Victoria, *Victoria's Infrastructure Strategy 2021-2051*, 2021.

Declining affordability

Brimbank has one of the most socio-economically disadvantaged populations in metropolitan Melbourne, with increasing instances of people experiencing housing stress and homelessness.[21] As of 2021, Brimbank had the second highest instance of people experiencing homelessness in the Melbourne's west, after Maribyrnong.[22]

Brimbank's housing, like many areas, is becoming less affordable, and people on lower and middle incomes are expected to experience increasing affordability challenges when seeking to purchase a home in Brimbank.

In 2016, approximately 6,478 households in Brimbank needed affordable housing. This equated to more than 9 per cent of all dwellings. As Brimbank only had 2,091 dedicated affordable housing dwellings (all provided as social housing), there was an estimated gap of approximately 4,387 affordable housing dwellings in Brimbank.[23]

Well-located, affordable rental and social housing is an urgent need, and increasing supply is critical to supporting the social and economic well-being of communities in Brimbank (refer to **Diversity**).



KING EDWARD AVENUE, ALBION

Investment in infrastructure and precincts

Significant investment in infrastructure and precinct planning will provide health, well-being, employment, and housing growth opportunities to Brimbank and will be a catalyst for further housing growth and change.

A third of the municipality has been designated a National Employment and Innovation Cluster (NEIC) for employment, innovation and health-related uses. Within the NEIC, Sunshine and surrounds have been designated a priority precinct for urban renewal (one of only a handful across Metropolitan Melbourne). The Sunshine Priority Precinct includes the Sunshine MeAC and surrounding areas such as land around Albion Station, the Victoria University Sunshine and St Albans campuses, and the Sunshine and the Western Centres for Health Research and Education. This precinct can accommodate substantial housing growth (potentially 21,000 higher density homes), including social and affordable housing. It will also become a hub for health care, education and new business investment.

Planned investment in major transport infrastructure, including the Metro Tunnel, level crossing removals, regional train services, station upgrades and the airport rail[24] will further enhance the connectivity and activation of this cluster.

These investments will enhance the amenity of key activity centres in Brimbank by providing additional goods and services as well as housing and transport. It is likely that this will have flow on effects that will lead to increased demand for housing in residential areas nearby but not considered to be part of these centres.

[21] Brimbank City Council, Brimbank Community Profile 2023, 2023.
[22] Ibid.
[23] Affordable Development Outcomes, Affordable Housing in the City of Brimbank: Detailed Needs Assessment, July 2020.
[24] Pending further State government decisions.

Expectations for enhanced character and sustainability

Increasing emphasis on climate resilience and sustainability has an impact on how we plan for housing. Experiences of flooding and bushfire in recent years and rising electricity prices have led to an increased awareness of the need for climate resilient communities and more sustainable housing. Insurers are also beginning to raise premiums for housing at a high risk of climate-related disasters,[25] drawing into question the continued viability of residing in some established areas.

Brimbank already has a suite of policies that address sustainability and climate change. Brimbank's *Greenhouse Reduction Strategy 2013-2023* seeks to introduce stronger environmentally sustainable development (ESD) requirements for new housing as part of its emissions reduction target. Brimbank's *Urban Forest Strategy 2016-2046* seeks to increase canopy tree cover across the municipality not only within the public realm, but also within private open space. For more information on this Strategy and a list of other strategies in Brimbank related to sustainability or the environment, refer to **Sustainability**.

As part of consultation for this Strategy and others, Brimbank's community has expressed a strong desire to enhance the character of its neighbourhoods through high quality new development and increased landscaping and tree planting (refer to **Character**). Both of these have the potential to impact the sustainability of housing and the climate resilience of neighbourhoods.

Summary of how the Strategy relates to drivers of housing change

The Strategy will address the issues of a growing and changing population, aligning housing supply with needs and market expectations and declining affordability through its recommended strategic actions, which include additional policy guidance and zone changes. These have been developed with regard to State planning directions and the likely timeline of infrastructure enhancements and development of the Sunshine Precinct. In relation to sustainability, it will address aspects of sustainability and climate resilience that planning for housing has the ability to influence. These are further explored under the themes of **Growth**, **Diversity** and **Sustainability**.



NEW HOUSING UNDER CONSTRUCTION IN DEER PARK

[25] Climate Council, *Uninsurable Nation: Australia's Most Climate-Vulnerable Places*, 2022.

Opportunities

Opportunities for housing growth are concentrated around activity centres, public transport, accessible open space, higher-order community facilities, and where existing neighbourhoods are walkable and have access to high quality cycling and pedestrian infrastructure.

These areas are mostly located in the southern and central parts of the municipality, in particular within the walkable catchments of Sunshine MeAC and St Albans MAC. In alignment with State policy, walkable catchments have been defined as within 800m of a point of interest.[26]

The Strategy distinguishes major opportunities from minor opportunities, as explained in Table 1.

Major opportunities were defined as areas with one or a combination of factors that could support substantial growth on their own. These are areas around activity centres and train stations that could support 20-minute neighbourhoods, with residents able to meet most of their daily needs within an 800m walk.

Minor opportunities were defined as areas with one or a combination of factors that do not warrant substantial change on their own, but that present opportunities for incremental change. These are relatively isolated or less accessible activity centres, areas with infrequent or less accessible public transportation, and areas near Neighbourhood Activity Centres (NACs) or significant Local Activity Centres (LACs). These opportunities enable a degree of local living, but residents are not able to meet all of their needs within 800m.

The supporting factors of walkable street networks and capacity for redevelopment were also factored into decision making about the potential to accommodate change.

In the course of developing this Strategy, some areas with minor opportunities were nominated for more substantial growth. This happened in cases where substantial growth was appropriate when considered in the context of preferred neighbourhood character and/or in areas where there was a desire to encourage increased density that could potentially support future improvements to services.



ARDEER STATION



GREEN SPACE, BEAVER STREET, ST ALBANS

Attachment 13.6.5

[26] Victoria State Government, *20-Minute Neighbourhoods: Creating a more liveable Melbourne*, 2019.
[27] A 'pedshed' is a term that describes the pedestrian catchment (i.e., reasonable walking distance, usually defined as 400-800m) of a location.
[28] Determined through GIS analysis and site visits.

Constraints

Housing constraints are factors that limit the ability or suitability of residential land to accommodate future housing growth.

Constraints that limit or preclude housing growth include residential land in close proximity to State significant industrial land (some of which contain MHFs), where the Melbourne Airport Environs Overlay (MAEO) applies, adjacent to road and rail barriers, that contains a Heritage Overlay (HO), and—to a more limited extent—environmental constraints, including the Land Subject to Inundation Overlay (LSIO) (which affects only a very limited area in Brimbank) and the Environmental Significance Overlay (ESO).

Areas of 'special' neighbourhood character may also be considered a constraint, provided their degree of 'specialness' merits application of discrete planning controls to restrict or shape development. In Brimbank, it was considered that the observed special character could be managed through general planning tools, and as such, special neighbourhood character has not been considered to be a major constraint on growth.

Major constraints are factors that prohibit or significantly impact development potential and are therefore unmanageable. Major constraints include the MAEO, the HO, land adjacent to State significant industrial land and land within identified buffers to MHFs and open landfills.

Minor constraints are factors that are manageable. While they may constrain some parts of the development process, there are often design responses to overcome them. Minor constraints include land affected by the EAO (associated with the former Sunshine Landfill, as introduced by Amendment c212brim), the SBO and areas of special character that warrant protection through planning controls.

See Table 2 for an explanation of major and minor constraints.



Attachment 13.6.5

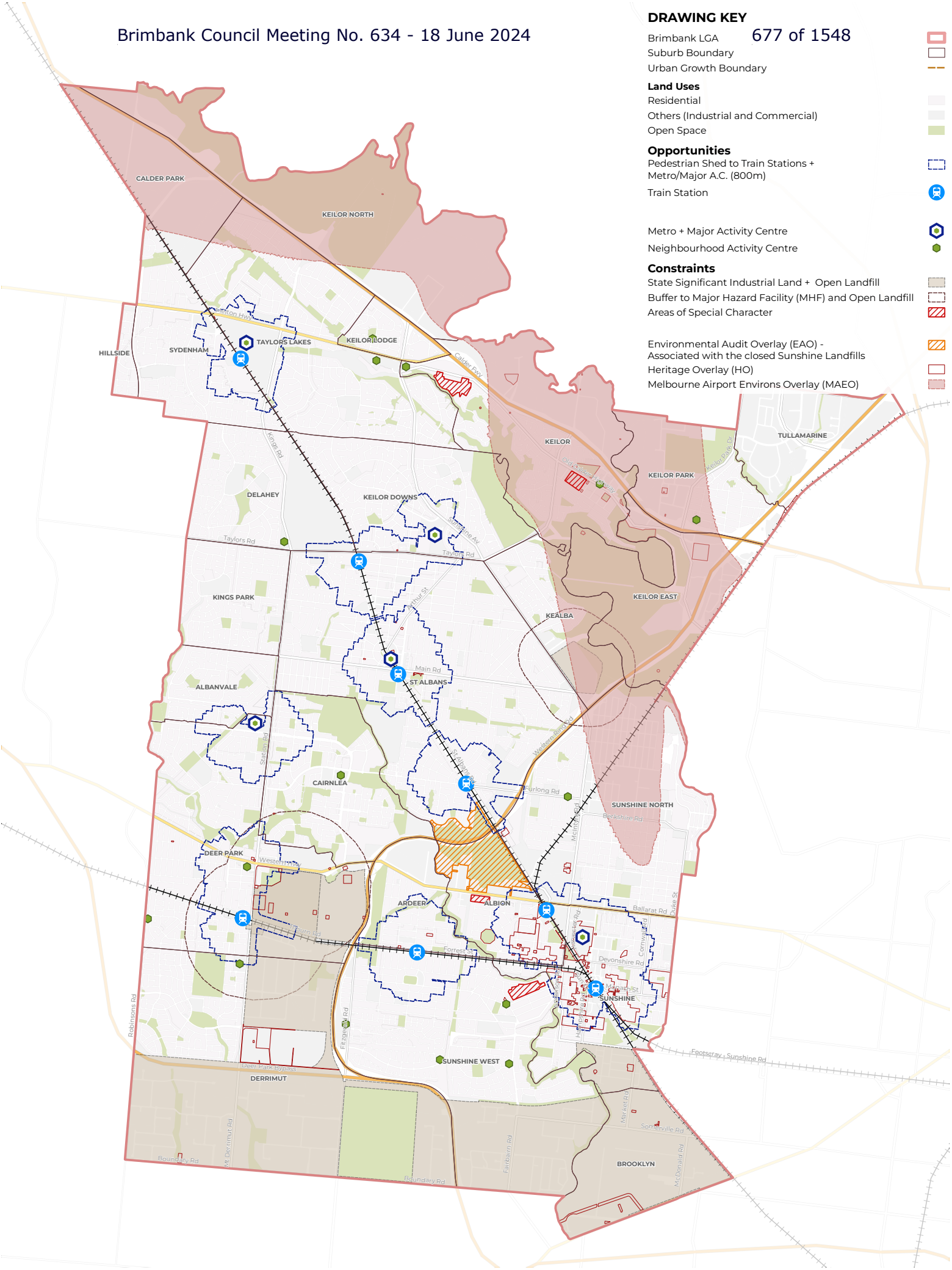
FLIGHT PATH OVER FLINDERS STREET, KEILOR PARK

Opportunity	Major or Minor	Reason
Within 800m pedshed[27] of highly accessible[28] MeACs and MACs.	Major	Residents can access shops and services to cover all of their daily needs within a 5-10-minute walk.
Within 800m pedshed of train stations.	Major	Residents can access public transport that meet their daily needs within a 5-10-minute walk.
Directly adjacent to a principal public transport network (PPTN) bus route.	Major	Residents can access public transport likely to meet their daily needs within a 5-10-minute walk.
Within 400m pedshed of less accessible MACs.	Minor	Residents live near shops and services to meet their daily needs, but it may be difficult or unpleasant to reach these via active transport.
Within 400m pedshed of NACs with significant activity.	Minor	Residents can access some shops and services, but these may not meet all their daily needs.
Within 400m pedshed of LACs with significant activity.	Minor	Residents can access some shops and services, but these may not meet all their daily needs.
With 400m pedshed of train stations that are less accessible and/or have less frequent services.	Minor	Residents can access public transport within a 5-10-minute walk, but the transport may not meet their needs.
Within 400m of a bus route.	Minor	Residents can access public transport within a 5-10-minute walk, but the transport may not meet their needs.

TABLE 1. EXPLANATION OF MAJOR AND MINOR OPPORTUNITIES

Constraint	Major or Minor	Reason
State significant Industrial Land, MHFs and open landfills.	Major	Operations of nearby industrial uses may potentially have adverse amenity impacts (e.g., noise, odour) on residential amenity. Separation distances from to State significant industrial land, and buffers areas associated with MHFs in Deer Park (Elgas Limited and Hexion Pty Ltd) and an open landfill (Kealba) are considered major constraint to housing growth.
MAEO	Major	Areas affected by the MAEO are exposed to noise from flight paths. Development that results in an increase of people affected by aircraft noise is generally not possible and noise attenuation measures are required for new development.
HO	Major	The HO limits the ability to demolish homes and undertake certain types of redevelopment. Intensified development is often not possible, or difficult, in most HO areas.
LSIO	Major	The LSIO designates areas prone to flooding. Design interventions are likely not suitable or cost-effective in these areas. However, the LSIO affects a very limited amount of residential land in Brimbank.
EAO associated with the Former Sunshine Landfill and surrounds, introduced via Amendment C212brim	Major	The EAO associated with the former Sunshine landfill requires analysis to ensure the potentially contaminated land is suitable for sensitive uses. Depending on the outcomes of this analysis, sensitive uses, including housing, may be permitted.
Other EAO land	Minor	Other EAO land will need to have a further assessment of land on a case-by-case basis. Land use constraints may be able to be mitigated during development (subject to further assessment), and as such, are not considered a major constraint.
SBO	Minor	The SBO identifies land liable to inundation by overland flows from the urban drainage system. It requires an assessment of the potential effects of flooding on development, and vice versa, for proposed development.
Areas of special character	Minor	Areas of 'special' neighbourhood character are areas that were identified in the Mesh Background Report to exhibit intact, consistent character-related qualities and include areas in Sunshine West, Albion and Keilor. Intensified development in these areas is considered undesirable (refer to **Character** for further detail).

TABLE 2. EXPLANATION OF MAJOR AND MINOR CONSTRAINTS



Attachment 13.6.5

FIGURE 7. HOUSING OPPORTUNITIES AND CONSTRAINTS

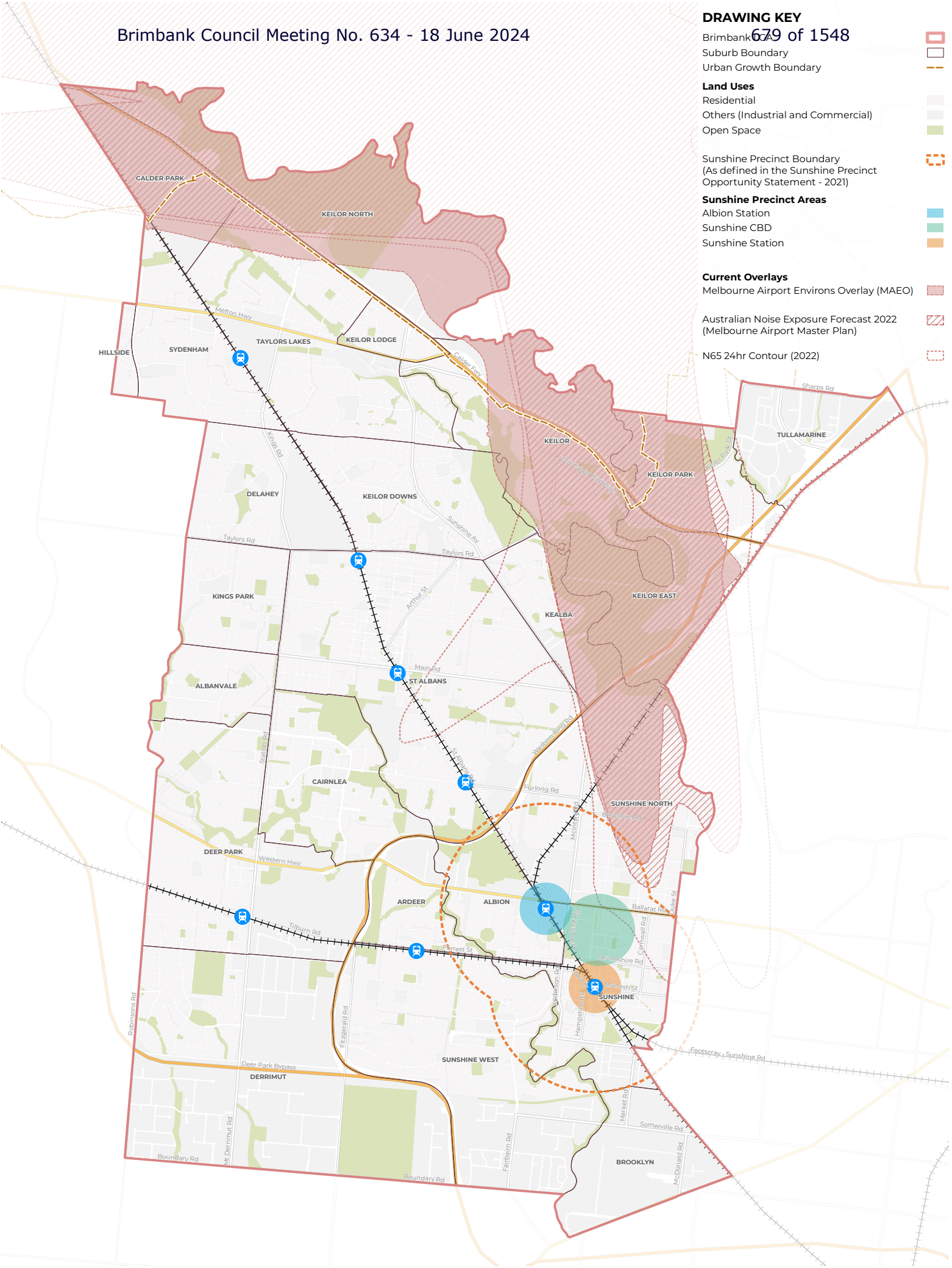


PERTH AVENUE LOCAL ACTIVITY CENTRE, ALBION

Ongoing Work that Affects this Strategy

In addition to the above opportunities and constraints, this Strategy is being prepared in the context of ongoing strategic planning work at the State government level and at a time when significant policy shift in relation to housing is occurring. This will have an impact on planning for housing in the future. These are expected to include the Australian Noise Exposure Forecast (ANEF) 2022 associated with the Melbourne Airport Masterplan and the future planning for the Sunshine Precinct, specifically Albion Quarter. These areas are shown in Figure 8.[29]

[29] Figure 8 includes mapping of the N Contours given they have now been made available on VicPlan.



Attachment 13.6.5

FIGURE 8. ONGOING WORK THAT AFFECTS THIS STRATEGY

Neighbourhood Character

Neighbourhood character is another important, and required, consideration when planning for the future of residential areas. By requiring certain types of development to have regard for neighbourhood character, the planning system works to ensure that new development meets the expectations and desires of the community. For Brimbank in particular, which is set to experience residential growth in the coming decades, identifying the neighbourhood character that exists and defining the character expectations for the future is critical to retaining valued aspects of the municipality while paving the way for high quality growth.

As defined by DTP, 'Neighbourhood character is essentially the combination of the public and private realms. Every property, public place or piece of infrastructure makes a contribution, whether great or small. It is the cumulative impact of all these contributions that establishes neighbourhood character.'[30]

In Brimbank, there are several aspects of character that are commonly valued and others that many would like to see change. The following outlines some influences on character that are specific to Brimbank that provide context for this Strategy. Where planning frameworks, such as zones, overlays and policy, can influence outcomes, this has been identified.



COMMONLY VALUED CHARACTER ASPECTS OF BRIMBANK

Infill development forms

New infill development varies across the municipality, but there are several consistent typologies that predominate, including villa units and townhouses (refer to Appendix 3). As the housing market matures, and as new housing and character policy is implemented, it is expected that more typologies and variations on existing typologies will emerge. These will each impact character differently. It is important that zones give appropriate guidance on the key matters that will influence amenity for future residents and neighbours (e.g., the building footprint, heights and bulk) and neighbourhood character (e.g., landscaping, building materials, roof forms and built form spacing). Zones and policy should support respectful and high quality infill design, while also allowing space for architectural innovation.

Era of development

All of Brimbank has generally been subdivided, save for some remaining strategic development sites. Some subdivisions, particularly those around Sunshine and Albion, are historical (pre-1900s), while other areas are more recent, such as the masterplanned communities of the late 20th century (Taylors Lakes) and 2000s (Derrimut). Some neighbourhoods are only just nearing completion (Cairnlea). Older areas are more likely to experience change, as traditional housing is replaced with newer, and often denser, development. More recently developed neighbourhoods are less likely to undergo change, as housing is generally still fit for purpose, and there are fewer market incentives to intensify development. Zones and policy must take a long-term view of how all areas may change. Planning frameworks are not static, however, and will be reviewed over time to respond to changing conditions.

[30] Department of Transport and Planning, *PPN43: Understanding Neighbourhood Character*, 2023.
[31] When applying normal ResCode standards.
[32] In fact, [illegible] Brimbank already permit development of 2 or 3 storeys, yet single-storey development remains dominant.

Attachment 13.6.5

Existing subdivision patterns

The existing patterns of streets and lots influence the form and character of new development. Lot dimensions strongly influence development types. While older parts of Brimbank comprise generous lot sizes and depths, their relatively narrow frontages can make it challenging to achieve well-designed and efficient multi-story development.[31] Excessive tiering of upper storeys can give a 'wedding cake' appearance, which is often a poor and out-of-character development outcome. To avoid this, zones can vary side setback standards within reason; however, variations coupled with policy that supports consolidation of adjoining lots will enable better design outcomes.

Predominant heights

Brimbank is a predominantly single-storey municipality, with double-storey development a consistent feature only in northern neighbourhoods. In this context, new development of 2 or 3 storeys (the maximum heights of the NRZ and GRZ, respectively) may be perceived as an unwelcome change to character. It is important to remember that change in many neighbourhoods is likely to occur gradually.[32] While the first few examples of taller development in single-storey neighbourhoods may feel out of place, character will evolve. Zones will guide decision-makers to ensure that taller development is designed respectfully.

Architectural styles

While many areas of Brimbank are valued for their diversity of housing styles, there are some areas where consistent architectural forms, designs and materiality are valued. This includes streetscapes of uniform inter-war homes that are particularly intact but not considered suitable for heritage protection.[33] Certain zones and overlays can require that any new development respects the valued features of these homes (including architectural style and bulk and form), but they cannot prevent the progressive demolition and replacement of these homes unless included in an HO.[34]

Landscape

Brimbank does not currently have a strong landscape character (with a few exceptions).[35] Gardens are generally low scale, and streetscapes often do not comprise any canopy trees other than those in the nature strip. Nonetheless, a treed character is an aspiration for Brimbank's community, both for character and sustainability reasons. Zones can set objectives for development to progressively contribute to a new preferred character. It is important, however, to remember, that space for landscaping will need to be balanced with growth directions. It is challenging, but not impossible, to achieve extensive landscaping in mid-scale medium and higher density development while also delivering efficient building and private open space objectives.[36]

Interface with public realm

How housing interfaces with the public realm (usually the street), influences character but also amenity and perceptions of safety. Brimbank's housing generally has a strong, active relationship to the street, with low or no front fencing, clear delineation between the public and private realm through landscaping (with some exceptions),[37] and front doors and windows facing the street. However, the dominance of driveways and garages, high front fencing, and development oriented away from the street, can erode this relationship. Zones can set objectives for how development should interface with the street, but there may be occasions where an alternative relationship with the street is preferred to mitigate issues (e.g. higher front fencing along major roads to manage the amenity impacts of traffic).



LANDSCAPING AT THE AVENUE, TAYLORS HILL

[33] This is surmised given they have not been included in a Heritage Overlay to date.
[34] Review of heritage significance is not within the scope of this Strategy.
[35] Character Precinct F is an example of an exception.
[36] A key finding of the VCAT review in the Mesh Background Report and recent Panel
[37] Character Precinct F is an example of an exception.

Vision + Themes

The vision and themes for this Strategy have been identified through research and analysis undertaken for the Background Report (Mesh 2023) and engagement with the community and key stakeholders.



Attachment 13.6.5

FOSTERS ROAD, KEILOR PARK

Vision

By 2041, Brimbank will be a city of green, connected and diverse neighbourhoods, offering a range of high quality, sustainable housing choices for everyone at every stage of their life.

Themes

The Strategy themes are:

Growth

Providing the right amount of housing at the appropriate location, typology and scale to enhance liveability and affordability within Brimbank.

Character

Ensuring new development contributes positively to the preferred character of Brimbank's diverse neighbourhoods, through better design and enhanced landscaping in areas targeted for growth, and by respecting and celebrating existing valued character across other neighbourhoods.

Diversity

Facilitating different forms of housing to meet the diverse and changing needs of the community, including housing that offers greater choice, equity, adaptability and affordability.

Sustainability

Ensuring housing is sustainably designed, is located to minimise car dependence and contributes to the climate resilience of Brimbank's community.

Amenity

Minimising land use conflict between existing non-residential uses and areas identified for housing growth.

Growth

Providing the right amount of housing at the appropriate location, typology and scale to enhance liveability and affordability within Brimbank.

The Change Areas Plan (Figure 9) identifies areas for substantial change, moderate change (considered by this Strategy to be a subset of substantial change),[38] incremental change and minimal change. All of these areas are expected to accommodate a degree of housing growth. According to State planning policy, all land can accommodate growth unless there are major constraints preventing this.[39]

The RDF (Figure 10) identifies the most appropriate zoning to facilitate the desired levels of change.

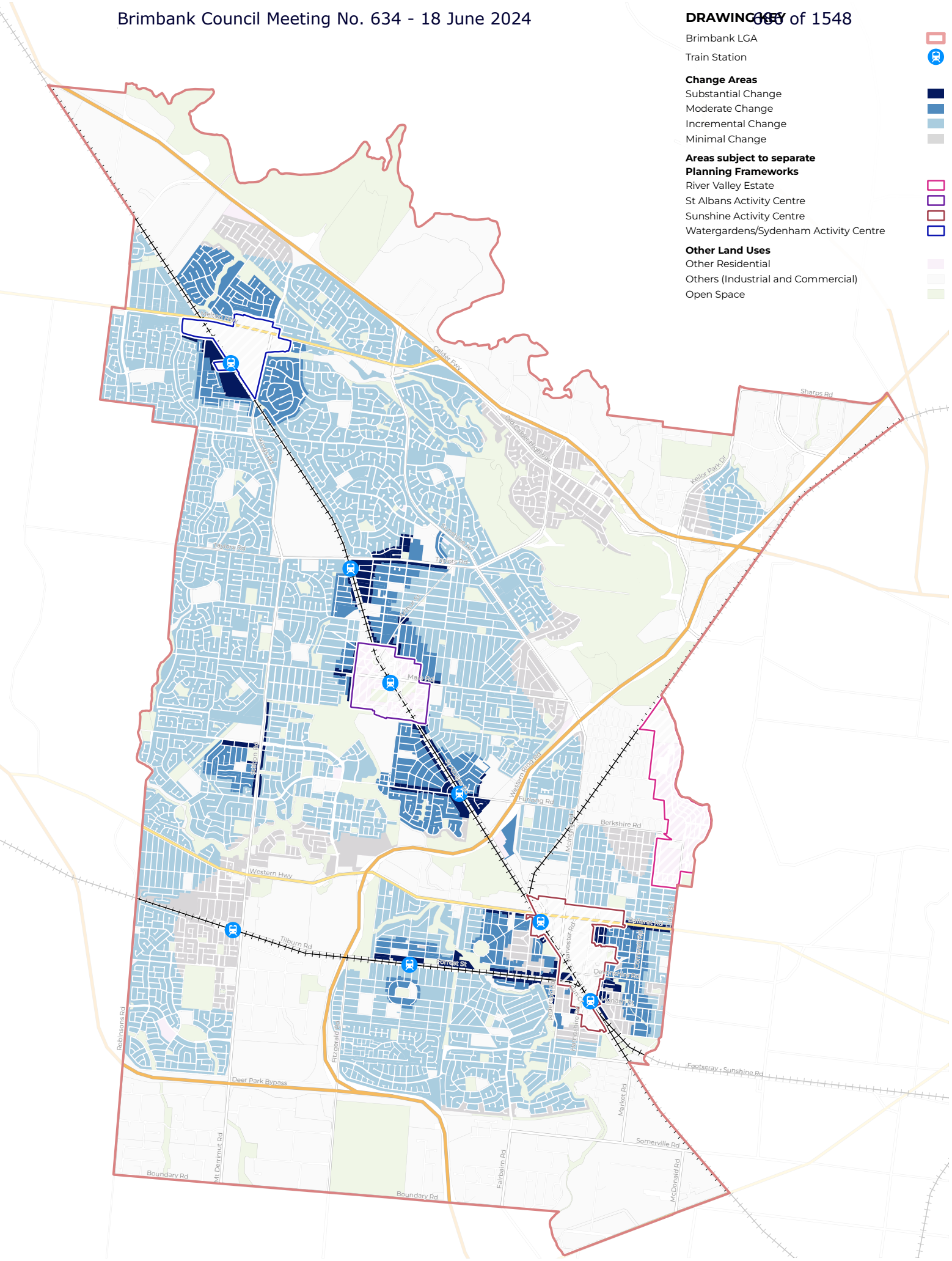
The most intensive housing growth in Brimbank will occur in the activity centres of Sunshine MeAC, the Albion Quarter in the Sunshine Priority Precinct, and in an around Sydenham/ Watergardens MAC. This will take the form of apartment development and will be planned and managed through other planning frameworks. This Strategy focusses on growth in the established residential areas outside of activity centres.

[38] This has been included as a sub-designation to reflect the fact that the substantial change category includes both RGZ areas and GRZ areas. The moderate change areas are those that are substantial change GRZ.
[39] Department of Transport and Planning, *Planning Practice Note 91: Using the residential zones*, 2023.



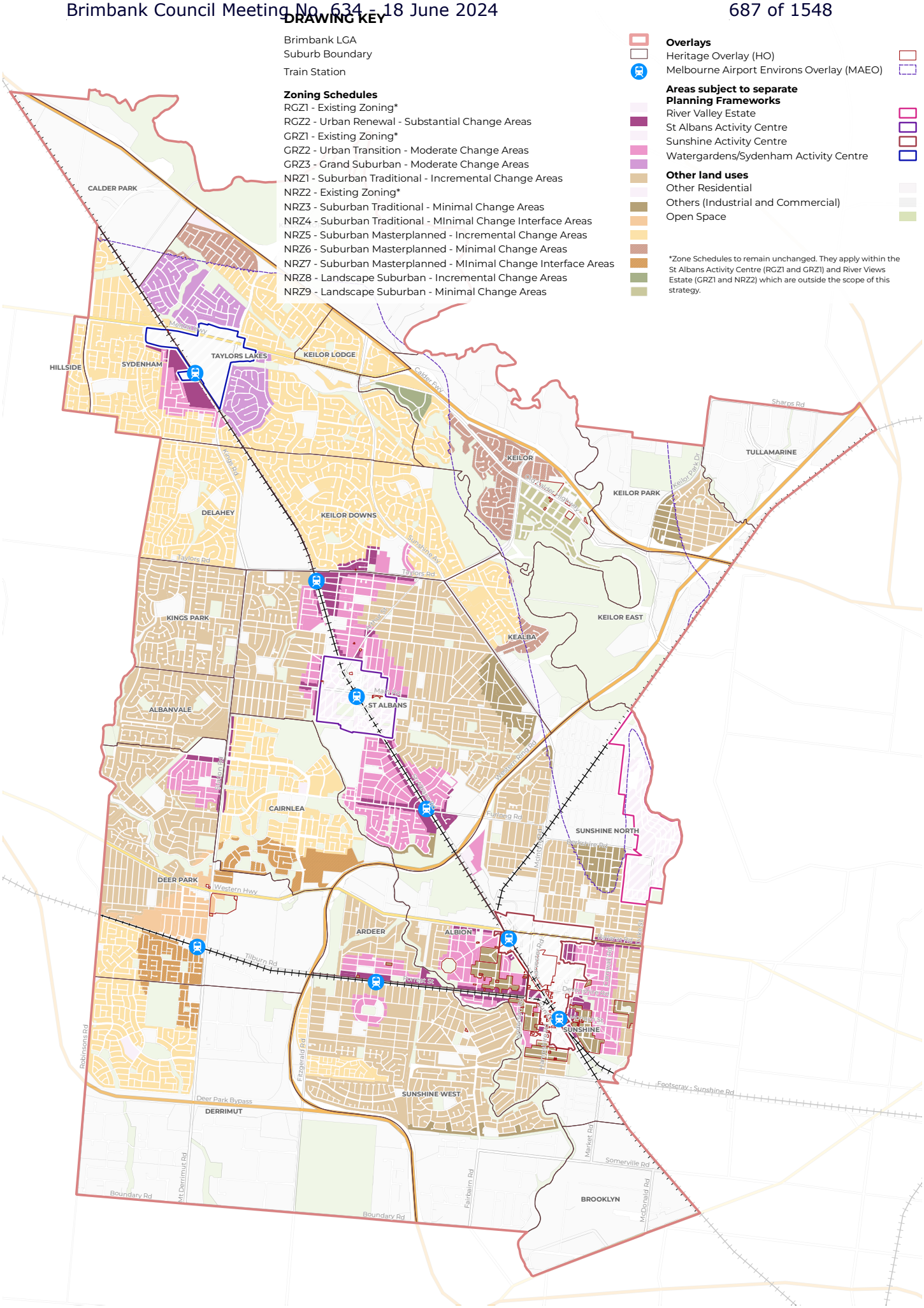
Attachment 13.6.5

FURLONG ROAD, CAIRNLEA



Attachment 13.6.5

FIGURE 9. CHANGE AREAS PLAN



Attachment 13.6.5

FIGURE 10. RESIDENTIAL DEVELOPMENT FRAMEWORK

Growth

In Brimbank, change areas will consist of the following:

Substantial change areas *are those where the most growth should occur due to their proximity to jobs, services, facilities and transport. Growth in these areas will result in a higher scale and intensity of housing compared to other area neighbourhoods. Development will create a new built form character that incorporates high quality design responses.*

Included in the substantial change category are **moderate change areas**. *These areas will also change, but to a lesser extent than the substantial change areas. While existing character is likely to change over time, new development will still be respectful of the preferred neighbourhood character.*

Incremental change areas *are those with the capacity for varied levels of growth and diverse housing types. Development in these areas should have regard for existing valued qualities, but these areas are expected to evolve over time.*

Minimal change areas *are those without much capacity for growth. They are constrained by characteristics that warrant protection or environmental or landscape characteristics that affect their capacity for change. Some change will occur in these areas, but it will be limited.*

Each change area will accommodate a range of housing typologies to suit different household structures. However, some housing typologies will appeal to certain household structures more than others (refer to Appendix 3). Housing typologies are therefore best directed to change areas as follows:

Separate houses – *These will primarily be delivered through the replacement of existing dwellings in minimal and incremental change areas. There is limited future supply of separate houses.*

Townhouses – *Suitable in moderate change and incremental change areas. Generally discouraged in substantial change areas where they are demonstrated to be an underdevelopment of the site.*

Apartments – *Suitable in substantial change areas and moderate change areas, where appropriate. Strongly encouraged in activity centres.*[40]

[40] Subject to other planning frameworks, outside the scope of this Strategy. Further, the Strategy's methodology of determining suitable areas for apartment developments supports the State provision released in late 2023 under Clause 53.24 (Future homes) for metropolitan and more accessible major activity centres. Other activity centres, which are less accessible or smaller, are considered less capable of supporting apartment developments.

Key Issues

Key issues that have affected residential growth in Brimbank since implementation of the previous housing strategy are:

Challenges achieving housing growth objectives in preferred locations

Over the past 10 years, similar multi-unit development has generally occurred across the municipality, regardless of zoning or character differences. For areas zoned GRZ and RGZ, which allow for 3 and 4 storey development, respectively, this is often underdevelopment (see Table 3).

Mixed messages regarding extent of change that is acceptable and the influence of neighbourhood character, especially in RGZ areas

The current zone schedules contain mixed messages regarding support for denser development. In RGZ areas in particular, ResCode variations appear to protect existing patterns of development while simultaneously encouraging higher density.

There is also a lack of clear guidance around expectations for character and change. Currently levels of change are specified, but there are no accompanying descriptions of the character expectations for different areas of the municipality.

The Strategy will clarify neighbourhood character expectations in each change area, and it will provide certainty that neighbourhood character is not a consideration in RGZ substantial change areas. Other amenity factors, such as impacts on adjoining properties, will still be a consideration and will be addressed under ResCode provisions.

Conflicts between growth expectations and heritage protection around Sunshine and Albion (part)

The suburbs of Sunshine and Albion are well-positioned for housing growth. They have easy access to train stations and are located within close proximity to the Sunshine MeAC, which has a wide range of shops and services. While the Albion Quarter Structure Plan is expected to further intensify the area, outside the MeAC and Structure Plan boundary there are large areas of traditional housing that are protected by a HO.

The HO has been applied to a large number of properties in Sunshine and Albion, limiting the opportunity for redevelopment and growth surrounding these well serviced centres.

Members of the Albion community have long advocated for protection of Albion's character. The Albion Neighbourhood Plan was a policy document that was developed to help guide Albion's development in a way that retains and enhances its character. A recommendation to investigate a Neighbourhood Character Overlay (NCO) in that plan was assessed by a planning consultant who confirmed it was not justified.

Conflicts between growth opportunities and MHFs in Deer Park

Deer Park has access to a MAC, a train station, community facilities and several open spaces. While its transportation network is reliant on a north-south bus line to reach some parts of the municipality, plans for train station upgrades may improve the quality of public transportation in the area in the future.

However, Deer Park also contains MHFs. The current advisory areas that apply to each of these sites extends up to 1,000m. WorkSafe has indicated that within these advisory areas, any intensification of sensitive uses should be discouraged.

Directing growth to meet changing housing needs and preferences

Brimbank's future supply of single, detached homes is limited. While there is a current preference for this type of housing, if alternatives are provided that offer other benefits (e.g., affordability, proximity to services and infrastructure), market preferences will likely adapt over time. Coupled with changes to household structures and demographics, demand for a diversity of housing types is expected to increase. At present, Brimbank's Planning Scheme provides limited direction on where different housing types to meet community needs will be directed.

Directing Growth in Brimbank

Brimbank requires 14,000 new homes to meet the needs of its growing population. As outlined in **Context**, there is sufficient capacity for Brimbank to accommodate more than 63,000 dwellings under the current zoning framework. This demonstrates that, theoretically, Brimbank does not have a capacity constraint. Instead, there is a need to better direct growth. This Strategy provides the framework to do that, and to facilitate the right kind of growth in the right locations (see Table 3). However, it is noted that this Strategy is not able to dictate if and where development occurs.

Changes to zone schedules will clarify growth and character expectations in each change area. A key change will be to remove ambiguity around neighbourhood character expectations in RGZ substantial change areas to better support more intensive forms of development. However, these areas comprise only a small proportion of Brimbank's residential land.

If capacity assumptions for the NRZ and GRZ identified by Urban Enterprise in their Background Analysis are extrapolated, most growth, in terms of dwelling numbers, is expected to occur in areas planned for incremental and moderate change. These areas alone would be sufficient to accommodate the 14,000 required dwellings. However, changes to the approach to neighbourhood character, particularly for the NRZ (see **Character**), and an increase in areas subject to subdivision restrictions (see **Amenity**) is expected to result in developments with fewer dwellings.

Areas identified for the most change also have the capacity to accommodate more than the required 14,000 dwellings. The Sunshine MeAC alone is being planned to accommodate up to 21,000 homes. However, this growth will take time, and the development typologies (primarily apartments) are not expected to meet the needs of all household types (refer to **Diversity**).

The capacity of change areas to support the required number of dwellings will be tested in more detail following community engagement.



BEDSER STREET, SUNSHINE NORTH

Levels of change			
Proposed Zone	**Area + %age of total residential area**	**Expected heights**	**Expected Growth outcomes of this Strategy***
Most change Activity centres + strategic development sites such as Sunshine Precinct and Sydenham/Watergardens.			
Subject to separate planning frameworks, with site specific zones/ overlays	Subject to separate detailed planning processes but expected to include denser housing forms such as apartments (at varying heights, including greater than 4 storeys), particularly in the Sunshine Precinct.		These areas alone have more than enough capacity to meet growth projections, but the typologies provided are unlikely to meet all needs.
Substantial Immediately surrounding MACs and train stations, and along key transport corridors that do not have significant heritage or environmental constraints.			
RGZ	177ha (4%)	Up to 4 storeys (preferred max. height)	Changes to RGZ schedules are expected to support higher levels of growth than the current schedule. While apartment development is not necessary to meet growth needs in terms of dwelling numbers, low-scale apartments are a key contributor to diversity.
Moderate change Within walkable distances to activity centres and train stations that do not have significant heritage or environmental constraints. These areas will form a transition between substantial change and incremental or minimal change areas.			
GRZ	567ha (13%)	Up to 3 storeys	While the Strategy has reduced the extent of GRZ, the proposed schedules will clarify neighbourhood character requirements in the context of moderate change expectations. This is expected to result in more development, and more intensive development on each site.
Incremental Neighbourhoods that do not have walkable access to major opportunities, such as MACs and transport. These areas may have access to NACs and LACs and/or less frequent transport. Any constraints, such as environmental constraints, can be managed through design responses.			
NRZ	3,010ha (69%)	Up to 2 storeys	Incremental development of townhouses in these areas alone would likely meet almost all Brimbank's housing growth needs. Neighbourhood character requirements introduced in this Strategy may have some minor impacts on capacity.
Minimal Areas where new development will be limited by the HO and/or site conditions and those areas affected nearby MHFs or noise from the Melbourne airport.			
NRZ + overlays or minimum subdivision sizes	587ha (14%)	Up to 2 storeys	This strategy introduces an additional 204ha (less than 5% of total residential land) that will be unsuitable for intensification. This is considered to have a minor impact on overall capacity to accommodate growth.

TABLE 3. LEVELS OF CHANGE IN THE CONTEXT OF BRIMBANK

Substantial and Moderate Change Areas



Substantial and moderate change areas are areas within the walkable catchments of MACs and train stations, without any major constraints. As such, they already exhibit some characteristics of 20-minute neighbourhoods. Substantial and moderate change areas are considered suitable for intensified development including apartments (in substantial change areas) and townhouses (in moderate change areas). Housing of these types is likely to appeal to single and couple household structures, but it may increasingly become a viable option for families if housing is appropriately designed and offers other locational benefits (refer to **Diversity**).

Substantial change areas will be zoned RGZ where fundamental change is expected to the character of the area and where it is appropriate for heights to exceed 3 storeys. Moderate change areas will be zoned GRZ where change will still need to be respectful of neighbourhood character and where development up to 3 storeys is appropriate. GRZ areas will also act as a transition between taller and more intensive development in activity centres and the RGZ, and the surrounding lower-scale neighbourhoods.

Addressing underdevelopment

Over the past decade, Brimbank has experienced underdevelopment in areas zoned RGZ and GRZ. The redevelopment of these areas is typically in the form of 1–2 story units, townhouses and dual occupancies. These typologies have also been occurring throughout the NRZ, in areas further from transportation, activity centres and other opportunities.

Several factors have contributed to this trend. They include unclear policy direction, perceived lack of demand for higher density housing typologies, lot dimensions in more established areas not supporting greater heights and densities (i.e., with higher density forms requiring the assembly of multiple parcels), and general lack of development feasibility for apartments (land values being a key factor).

The Strategy and any associated planning scheme changes will seek to address this issue of underdevelopment through planning controls in the form of zone schedules and clear policy direction. These will provide certainty to the development community regarding development expectations, incentivise land assembly, and change the permit assessment process so that development capacity of parcels is a consideration.

In areas where zones permit heights of 3+ storeys, the character will change, in some cases dramatically. However, this change will occur over years or even decades. In fact, many of Brimbank's single-story neighbourhoods already allow for 3 storeys, but this level of development has not yet occurred.

Analysis plans demonstrating how opportunities, constraints and neighbourhood character have been balanced to define zone boundaries in substantial change areas are provided throughout the next sections.

Substantial

Moderate change

Sunshine/Albion

The greatest concentration of opportunities is in Sunshine, specifically the Sunshine MeAC, which is located within the Sunshine Priority Precinct (Priority Precinct). The Priority Precinct is an area of land within a 1600m radius of both Sunshine and Albion Stations where substantial government investment has been promised. Also within the Priority Precinct is Albion Quarter, which has been identified for long-term strategic planning, with a Structure Plan process currently being led by State government.

Both Albion Quarter and areas zoned Activity Centre Zone (ACZ), while not within the scope of this Strategy, are expected to support higher density housing outcomes as well as business, retail and civic uses. Development is expected in and around the centre, surrounding the two train stations and potentially on land north of Ballarat Road.

These areas are well serviced by public transport (trains and busses) and have access to opportunities for shopping, civic engagement, community services, employment and education. There is also a range of nearby open spaces, including small parks, playgrounds, current and future sporting fields and linear links (e.g., Kororoit Creek). The neighbourhoods are highly walkable due to their gridded street network and connections to broader pedestrian and cycling networks.

However, some areas within Sunshine/Albion are limited in their ability to support growth and change due to heritage and neighbourhood character constraints. These are excluded from the substantial change areas. Interfaces to these areas will need to ensure that any new development is respectful of the character of this these areas, through zone schedules.

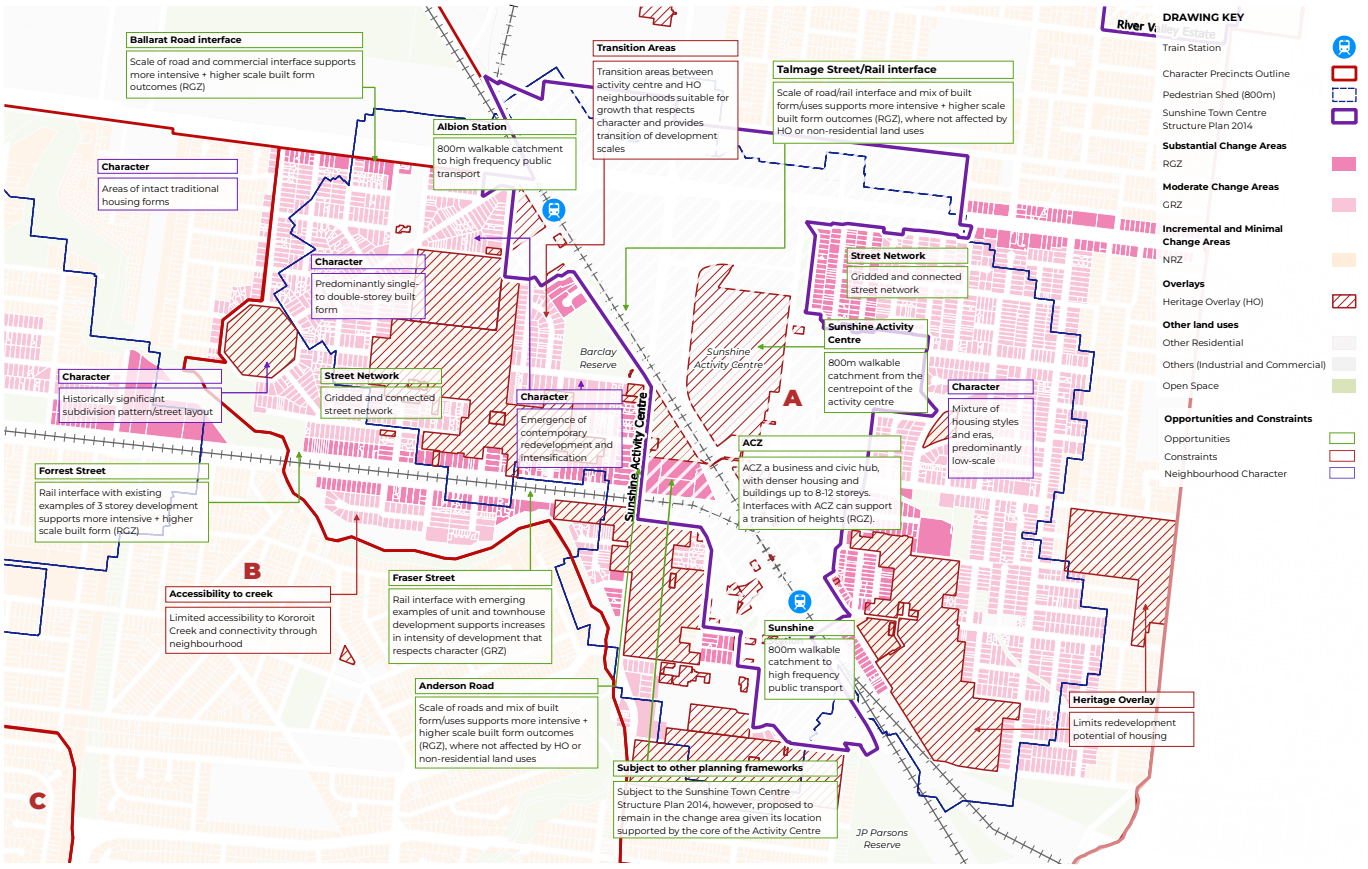


FIGURE 11. SUNSHINE/ALBION SUBSTANTIAL CHANGE AREA

Substantial

Moderate change

St Albans

St Albans has a high concentration of opportunities for housing growth. Features that support increased housing in this area include the St Albans MAC and St Albans train station, a gridded street network and access to local open space, schools and other civic facilities.

The area is subject to a Structure Plan that identifies areas of change (implemented via RGZ1 and GRZ1) as well as a preferred structure and built form for the area (implemented via DDO9). As such, its zoning and overlays are not proposed to change through this Strategy. However, this area still plays an important role in accommodating housing growth.

Outside the Structure Plan boundary, areas for substantial and moderate change have been identified. These areas will have new schedules defined for them (refer to **Implementation**), resulting in some locations where existing zone schedules and new zone schedules will abut. Although simply a result of the Structure Plan boundary, this something that would benefit from further review, to ensure that there is consistent and holistic approach across St Albans.

Interfaces along Arthur Street, Main Road and the rail line present opportunities for more intensive development, as they already demonstrate a diversity of uses and built form, and the scale of road and rail corridor lends itself to a higher scale of built form. These have been designated as substantial and moderate change areas.

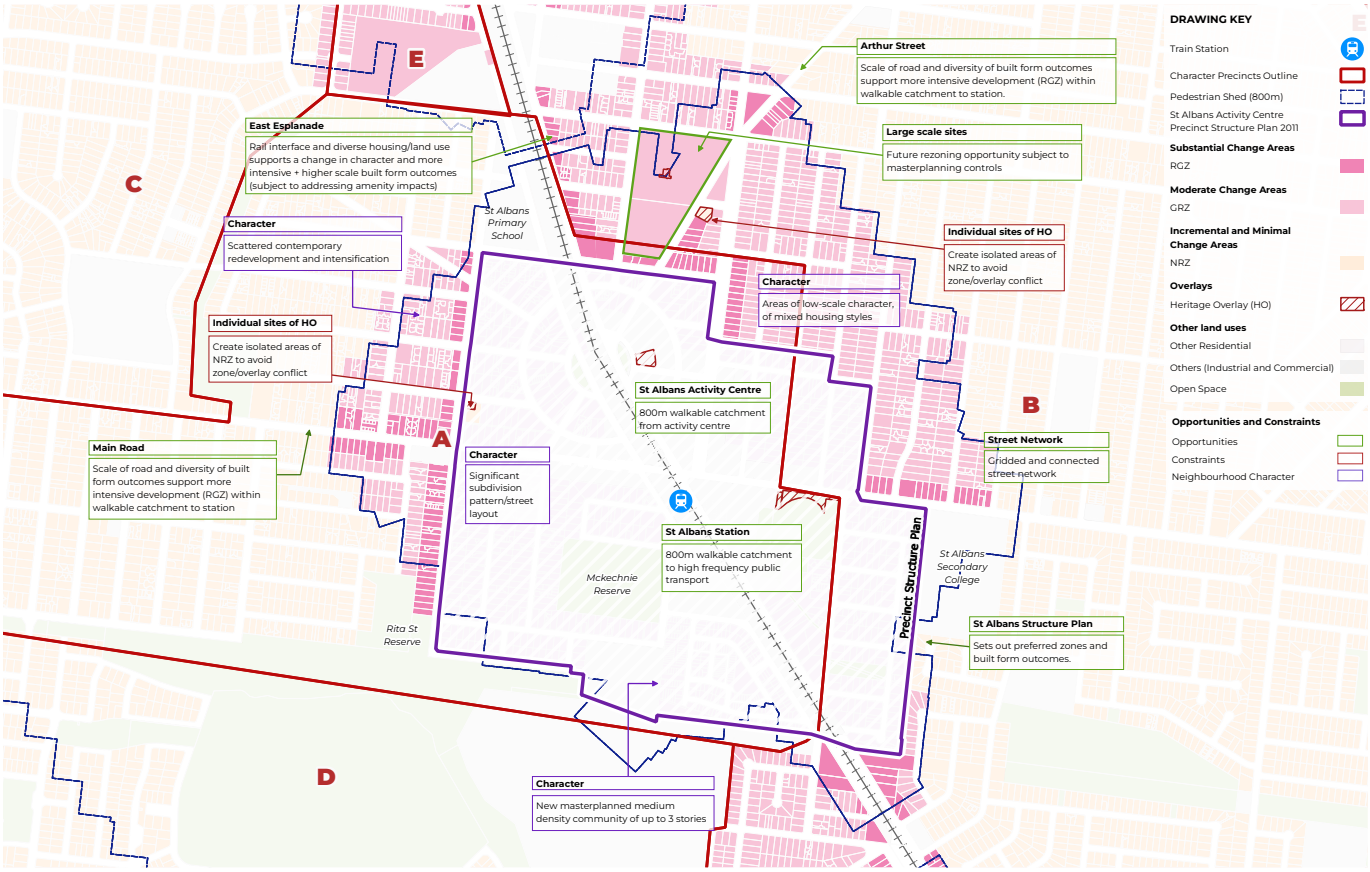


FIGURE 12. ST ALBANS SUBSTANTIAL CHANGE AREA

Attachment 13.6.5

Substantial

Moderate change

Ginifer Station area

The area surrounding Ginifer Station benefits from access to buses and a train station one stop away from both the Sunshine MeAC and St Albans MAC. The area has a small LAC, comprising a few shops located directly across from the station and along Furlong Road.

To the east of Ginifer Station is 67 hectares of land that makes up the Sunshine, Health, Wellbeing and Education Precinct (SHWEP), which is a focus of State investment as part of the Sunshine National Employment and Innovation Cluster (NEIC).

With Sunshine Private Hospital having been completed in February 2023 and more healthcare-related development proposed within the area,[41] including south of Furlong Road, this area is already undergoing significant development that supports housing intensification.

The majority of the area down to the interface with Jones Creek was also considered to be an opportunity area (excluding areas affected by the ESO). Even though it falls outside of the walkable catchment from Ginifer Station, this area benefits from its proximity to green space and already contains examples of 3-storey development. Continued opportunity for intensified development would fit in with the change occurring and provide an opportunity to improve on design outcomes by orienting development toward open space.

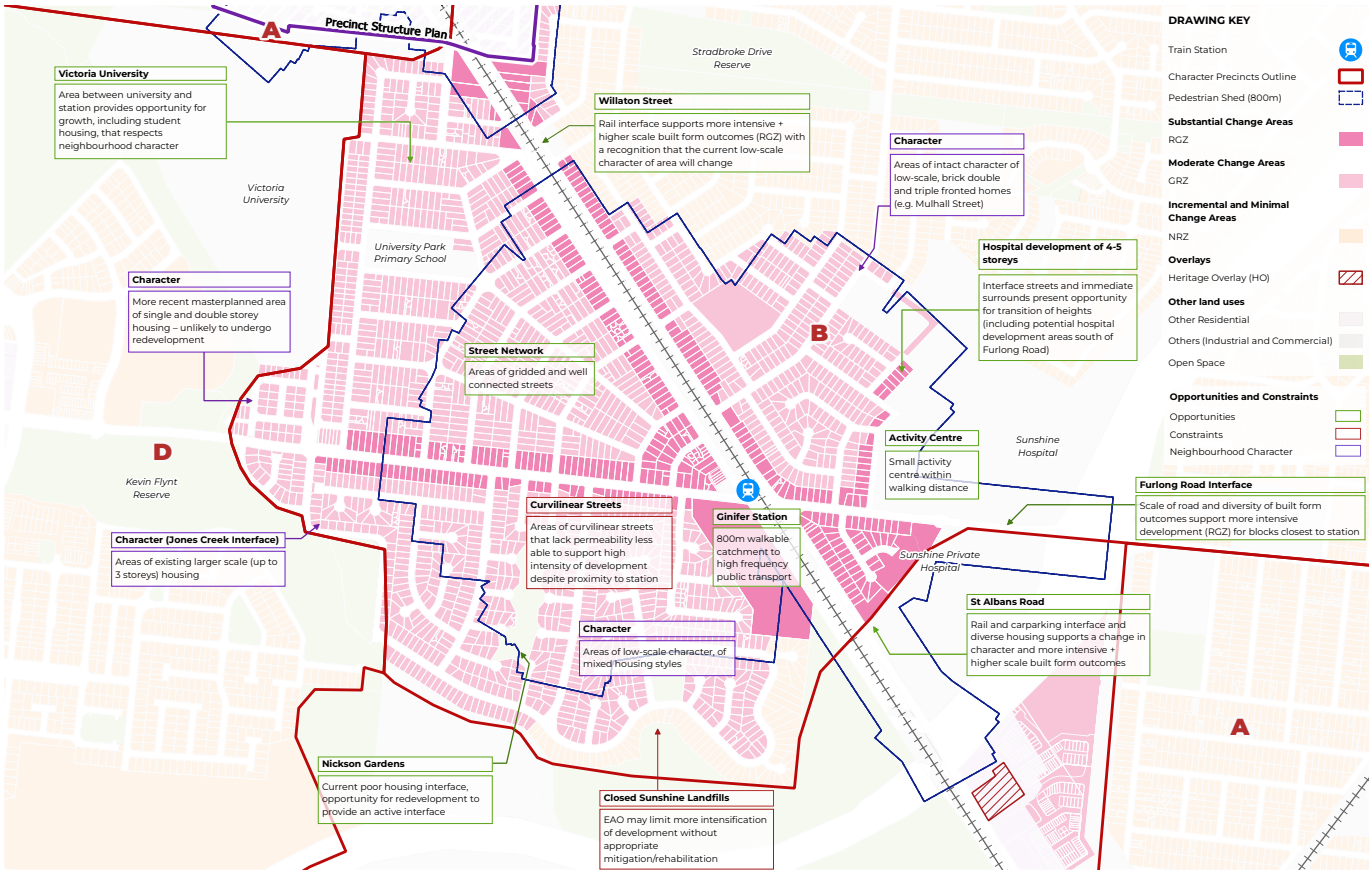


FIGURE 13. GINIFER SUBSTANTIAL CHANGE AREA

Attachment 13.6.5

[41] Australian Unity, *Sunshine Private Hospital, a world class private hospital, opens its doors in Melbourne's West*, Australian Unity website, 31 March 2023.

Substantial

Moderate change

Ardeer Station area

The area surrounding Ardeer Station has access to a train service (currently V/Line services) as well as bus services and a cycling route along Forrest Street, which provide connections to metropolitan train services at Sunshine Station. Ardeer Station itself is does not have any facilities and is surrounded by high noise attenuation fencing. The area does not have an activity centre, but there is the presence of some non-residential uses, including a primary school, a convenience store, active open space and a community park. It also has access to linear trails and green spaces along Kororoit Creek to the north.

These factors generally support growth and change; however, neighbourhood character is also a consideration. The areas north and south of the train line exhibit markedly different character. The area to the north contains a mix of housing styles, with emerging 2-storey development. The area to the south exhibits a consistent housing style, with single-storey, brick housing with low fencing characteristic of the area.

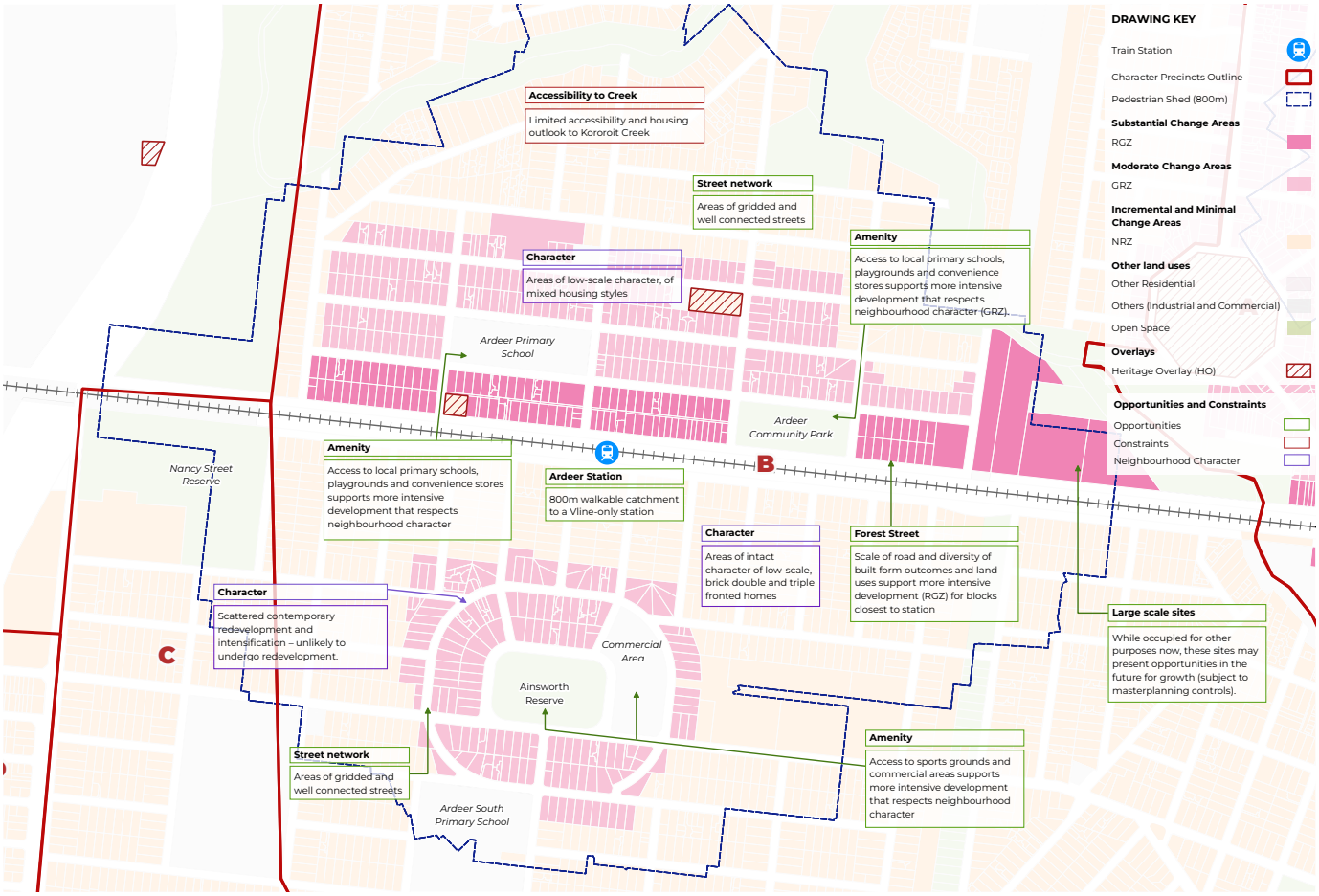


FIGURE 14: ARDEER SUBSTANTIAL CHANGE AREA

Attachment 13.6.5

Substantial

Moderate change

Brimbank Central (Deer Park) area

Brimbank Central MAC is a car-based centre, anchored by Brimbank Shopping Centre. It is serviced by several bus routes along Station Road with connections to train stations. While each individual route runs fairly infrequent services, combined they provide a service generally every 20 minutes or less to Sunshine Station.

The scale of Station Road, and the diversity of built form, supports more intensive development, however this development may be limited in the short to medium term due to the recency of housing already built.

Barriers to walkability, including a transmission easement and low-permeability subdivision design, directs most opportunities for change south of Neale Road.

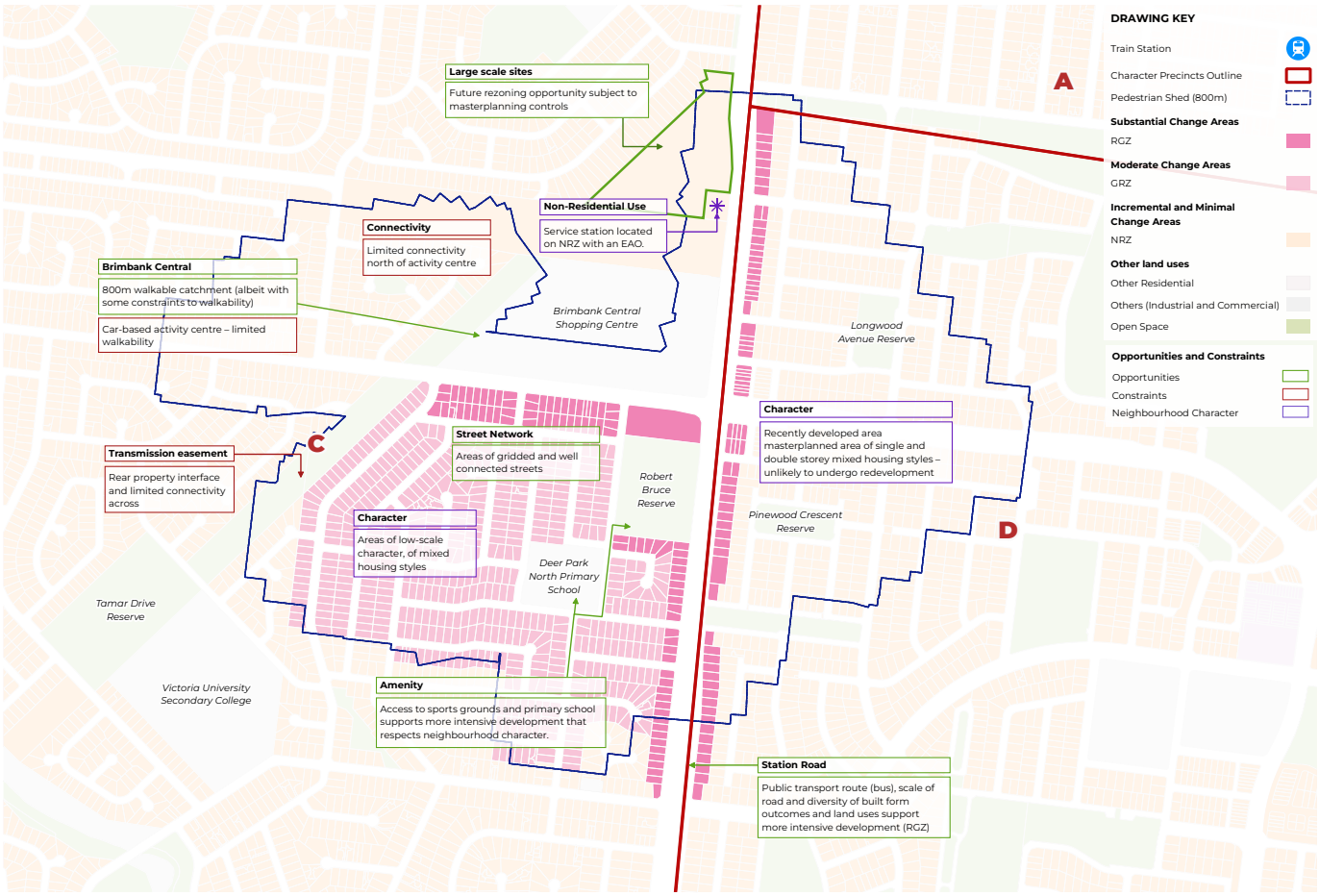


FIGURE 15: BRIMBANK CENTRAL SUBSTANTIAL CHANGE AREA

Attachment 13.6.5

Substantial

Moderate change

Keilor Plains Station and Keilor Downs

The area surrounding Keilor Plains Station benefits from access to the train station, but it has no activity centre. The station is located between two neighbourhood activity centres: Delahay Village to the west (corner of Kings Road and Taylors Road) and Keilor Downs to the north-east. The Keilor Downs Activity Centre contains the newly built Brimbank Aquatic and Wellness Centre, a major attractor.

The Keilor Downs Activity Centre is connected to some residential areas, including a higher density development at Kavanagh Crescent. Yet the major road corridors of Taylors Road and Sunshine Avenue function to disconnect it from other nearby residential neighbourhoods.

Despite this, the presence of a train station, and the extensive redevelopment that has occurred in the station's surrounds to date (mainly to the east of the rail), supports moderate change to the east and west of the rail line.

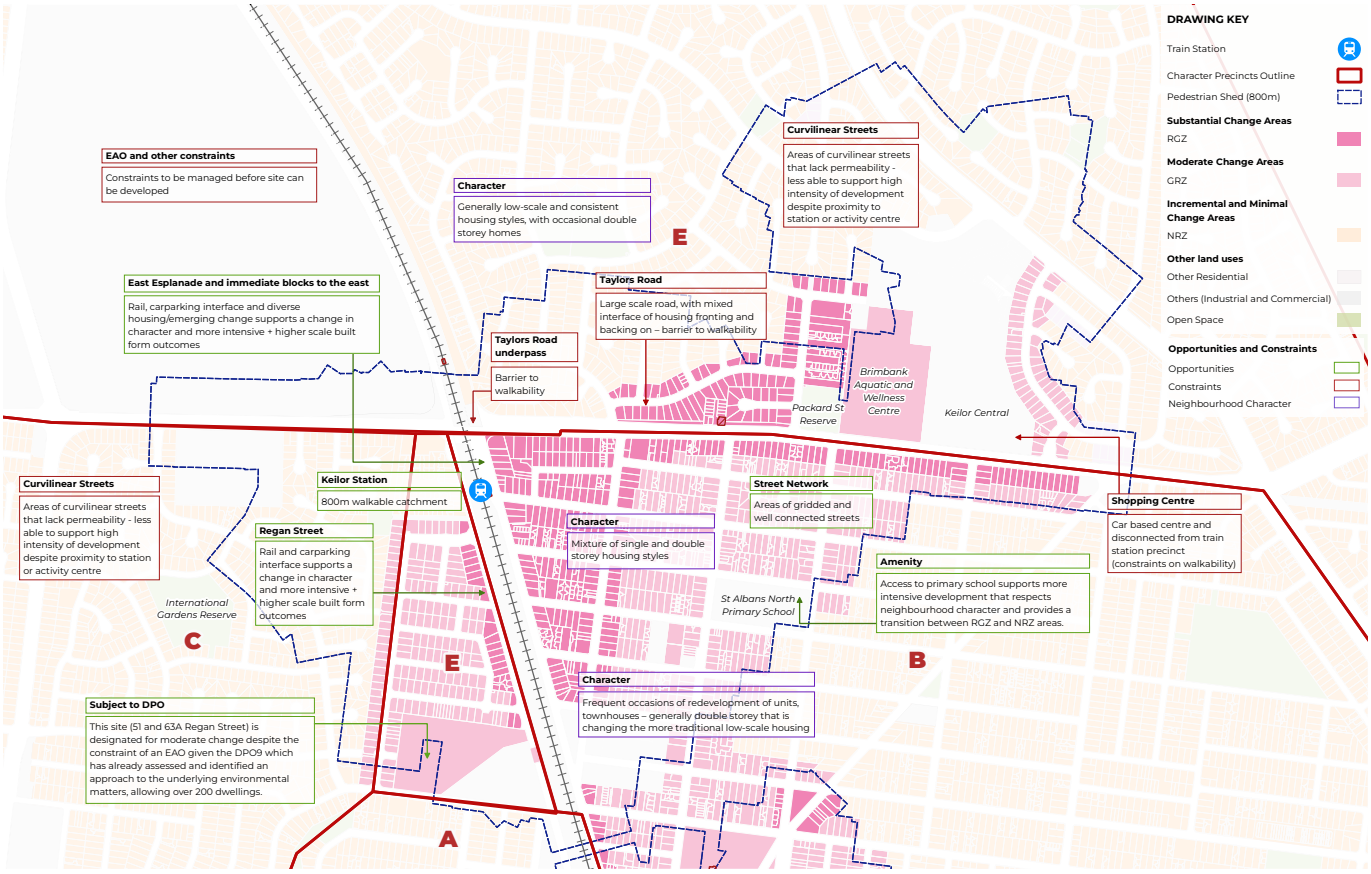


FIGURE 16: KEILOR PLAINS SUBSTANTIAL CHANGE AREA

Attachment 13.6.5

Substantial **Moderate change**

Sydenham/Watergardens

The Sydenham/Watergardens MAC is a large activity centre with a regional catchment (due to the lack of services in the growth areas of Melton) and significant growth potential, as it benefits from access to a train station. However, this activity centre is largely car-based, with shops surrounded by expansive parking lots. Melton Highway, Kings Road and the general layout of the activity centre present major barriers to walkability. Access between western neighbourhoods and the train station/activity centre is limited to a single pedestrian crossing at the station.

As residential development in this area has been more recent, it is unlikely that there will be much growth and change in the near future.

Large scale sites developed as residential and retirement villages will also present challenges to redevelopment along the key Sydenham Road, Kings Road and rail interface. However, there are diverse examples of medium density development located west of Watergardens, including villa units, townhouses with rear lane access, townhouses with front access and apartments of up to 3 storeys.

Despite its challenges, the core area of Watergardens, zoned CDZ, presents opportunities for major redevelopment, including high density housing. While outside the scope of this Strategy, the diverse housing opportunities this area presents play an important role in accommodating potential housing growth.

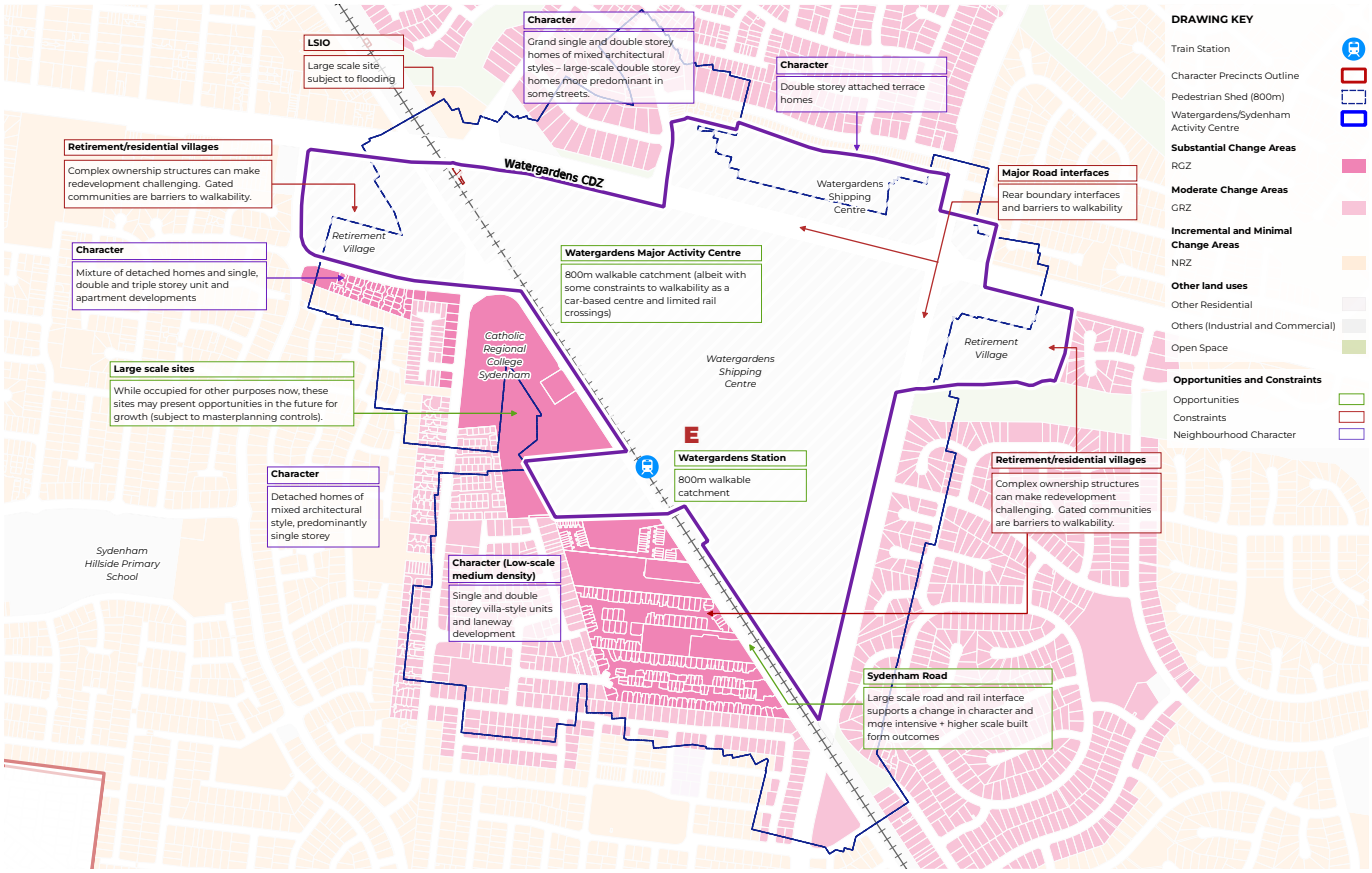


FIGURE 17: WATERGARDENS SUBSTANTIAL CHANGE AREA

Attachment 13.6.5

Substantial

Moderate change

Objectives

To encourage housing growth of 3+ storeys in areas immediately adjacent to significant and highly accessible activity centres and train stations (substantial change areas).

To encourage development of up to 3 storeys in areas accessible to activity centres and train stations, but where a more sensitive built form response is required (moderate change areas).

To ensure development of 2–3+ storeys provides a sensitive interface to adjoining change areas and provides a transition to areas of lesser change.

To ensure new development is respectful of existing or preferred neighbourhood character in moderate change areas (GRZ).

To avoid underdevelopment of land in substantial change areas.

Actions

For areas where a higher density of growth is encouraged and where the form of growth will set a new preferred character for the area:

- Zone to RGZ.
- Apply RGZ schedules that identify the scale of development and design outcomes expected.

For areas where 3 storeys is suitable and where neighbourhood character will still need to be considered:

- Zone to GRZ.
- Apply GRZ schedules that will ensure housing growth is respectful of neighbourhood character.

Incorporate provisions in policy and the RGZ and GRZ schedules to encourage development typologies appropriate to the site and zone. This is expected to include an emphasis on encouraging land assembly and discouraging underdevelopment of the site.

Require specific controls (e.g., DDO or DPO) for large scale sites that may redevelop in the future, to guide preferred development outcomes.



Incremental Change Areas

Incremental

Incremental change areas are most of Brimbank's neighbourhoods. These are areas where the mix of minor opportunities and constraints makes gradual evolution of the built form and character of the area appropriate.

Given the prevailing heights of 1–2 storeys in Brimbank, the majority of incremental change areas are proposed to be NRZ, which restricts development to 2 storeys. For areas of Brimbank where the prevailing style of housing is smaller in scale, with housing from the 1950s to 1970s, 3 storeys would be considered a substantial change.

For some areas in northern parts of the municipality, where the prevailing style of housing is larger 2-storey houses that take up significant space on the lot, the incremental change areas are proposed to be GRZ. For these areas, 3 storeys would be an appropriate level of change.

Objectives

To encourage housing growth of up to 2 storeys in areas with a mix of minor opportunities and manageable constraints where the prevailing style of housing is smaller in scale.
To encourage housing of up to 3 storeys in areas with a mix of minor opportunities and manageable constraints where the prevailing pattern of development is large 2-storey houses.
To encourage housing to be oriented toward and/or connect to areas of minor opportunities, including open space, transport routes, and local or neighbourhood activity centres.
To ensure the design of new development to appropriately respond to the existing or preferred neighbourhood character of the area.

Actions

Zone incremental change areas to NRZ and some limited areas to GRZ (refer to Implementation Plan).
Apply schedules that will ensure housing growth is respectful of neighbourhood character.
Amend decision guidelines of incremental change GRZ and NRZ Schedules to encourage development oriented toward and/or connected to open space, transport routes, and local or neighbourhood activity centres.
Review the St Albans Structure Plan and associated zoning/overlays in the context of the Strategy to provide a consistent planning framework across the St Albans MAC area and surrounding neighbourhoods.



LYALL STREET, ST ALBANS

Attachment 13.6.5

Minimal Change Areas

Minimal change areas are those where increased growth and higher densities are not appropriate or desirable. These areas either have something special that warrants protection, such as a well-defined character, or are affected by an environmental constraint, such as flight paths or proximity to industrial land.

In Brimbank, minimal change areas include those with heritage value affected by an HO, as well as the Petrik Drive neighbourhood, which was identified by the Mesh Background Report as having a well-defined special character (see 'Respect for Neighbourhood Character' under **Character** for more detail). In these areas, intensified development would be out of place and detract from the existing character of the area.

Minimal change areas also include land adjacent to State significant industrial land, land impacted by MHF Safety Areas[42], areas affected by the MAEO (impacted by airport flight paths), land directly impacted by former landfill operations and open landfills, and areas that are relatively isolated or cut off due to highways or rail lines (with few to no crossing points). In these areas, higher levels of growth are not appropriate due to the potential impact on human health and well-being.

WorkSafe Victoria has identified the potential for 'impacts on human health associated with a Major Incident (MI) from a MHF'. More detailed information about these impacts are available on WorkSafe Victoria's website at https://www.worksafe.vic.gov.au/land-use-planning-near-major-hazard-facility

This identified risk is addressed by buffer areas advised by WorkSafe and the designation of areas surrounding MHFs as minimal change. A restriction on subdivision size in the schedule to the zone is also proposed to limit further intensification of development. This Strategy also advises further investigation into ways to strengthen planning policy and controls to respond to such risk.

According to State guidance, the residential zones suitable for minimal change areas are the Low Density Residential Zone (LDRZ), Township Zone (TZ) or Neighbourhood Residential Zone (NRZ).[43] As a metropolitan municipality, Brimbank does not employ the LDRZ or TZ. Thus, minimal change areas within Brimbank should be zoned NRZ.

As NRZ still accommodates growth, there may be further planning tools required to limit intensification where there are specific risks. This already exists on land impacted by the Melbourne Airport flight paths, where the MAEO restricts further development. In the areas near the MHFs, a restriction on minimum subdivision size in the zone schedule (so as to prevent further development) is proposed. These areas are referred to as the 'interface areas' in the proposed schedules.

Some minimal change areas are in locations that would otherwise be incremental or substantial change if not for heritage restrictions (e.g., around Sunshine and Albion). This makes it even more critical to ensure that well-located areas without restrictions are zoned to accommodate growth.

The RDF clarifies expectations around areas that need to balance protection and growth.

[42] The Cairnlea Mixed Use Precinct, where the existing Development Plan Overlay Schedule 4 (DPO4) applies, is designated for minimal change given a portion of the land to the west falls inside a MHF Safety Area. Nonetheless, the Strategy recognises the potential for the balance of the land that is outside the buffer to be a moderate change area per the DPO4.

[43] Department of Transport and Planning (DTP), Planning Practice Note 91: Using the residential zones, 2023.

Objectives

To avoid increased density of housing in areas that are affected by the MAEO and near MHFs (referred to as 'interface areas').

To encourage the retention of housing that positively contributes to the heritage character of areas subject to the HO.

To ensure the design of new development has regard to any identified special characteristics of the neighbourhood.

Actions

Zone all minimal change areas NRZ.

Apply a zone schedule with private open space requirements to:

- Areas subject to the HO and the MAEO.

To further limit change:

- Apply a minimum subdivision size to prevent further intensification of housing in areas near the MHFs.
- Investigate ways to strengthen planning policy and/or controls (i.e., application of a Buffer Area Overlay) in order to respond to areas where there is an identified amenity and/or safety risk (e.g., Public Safety Areas for the MHFs). Refer to the **Amenity** section for further detail.



HERITAGE STYLE HOUSE, ADELAIDE STREET, ALBION

Character

Ensuring new development contributes positively to the preferred character of Brimbank's diverse neighbourhoods, through better design and enhanced landscaping in areas targeted for growth, and by respecting and celebrating existing valued character across other neighbourhoods.

Lot sizes, eras of development and landscape interfaces are general influences on Brimbank's neighbourhood character. These patterns result in differences to dwelling massing, setbacks and landscaping and affect the housing typologies able to be developed on a lot. Eras of development in Brimbank span from the 1900s to contemporary development and redevelopment. Brimbank's traditional housing stock (i.e, the original housing of a given era of development) is generally single or double storey across all zones, with infill development predominantly 1–2 storeys, and 2–3 storey development predominant in higher growth areas.

In planning for housing growth, it is crucial to recognise that neighbourhood character is subject to change. This section discusses Brimbank's current neighbourhood character and outlines strategies for development that aim to positively enhance and align with the preferred future character.



WHITESIDES AVENUE, SUNSHINE WEST

Key Issues

Key issues that have affected neighbourhood character in Brimbank since the release of *Home and Housed* (2014) include:

Minimal direction on preferred neighbourhood character in the context of growth

Current policy creates ambiguity about preferred neighbourhood character in areas designated for substantial growth. This has caused policy conflict, and in combination with other development and market forces, may have contributed to underdevelopment in areas where greater density and diversity of housing is encouraged.

Many of Brimbank's neighbourhoods will accommodate only incremental growth. At present there is a lack of clear direction about how incremental development should respond to neighbourhood character, and how the maximum height provisions will impact Brimbank's predominantly single- and double-storey built form character.

Conflicting policy regarding growth and heritage

State policy now clarifies a previously ambiguous approach to balancing heritage protection and housing growth. Planning authorities must now avoid conflicting policies. Heritage is considered under to be a major constraint on housing growth, and, as such, areas affected by the HO are designated as minimal change.

Aspirations for enhanced landscaping and quality development

Community engagement has indicated an acceptance that neighbourhoods will grow and change, but that this change should contribute positively to the public realm, provide more landscaping, and be high quality.[44]

Limited analysis and preferred character direction.

Lack of policy in the past has led to uncertainty about how to balance growth and character. Analysis of the existing character of Brimbank's neighbourhoods undertaken in 2019 has required updating in the context of new State government guidance informing policy for preferred character outcomes.

[44] Landscaping and quality of development is address in more detail under **Sustainability**).

Existing Character

This Strategy has grouped together neighbourhoods that share common characteristics and attributes into six Existing Neighbourhood Character Precincts and considered them in the context of the opportunities for housing growth and change identified in the RDF (refer to Figure 10). The Appendices provide a detailed summary of each precinct and identify valued character attributes that have been considered when evaluating opportunities for growth and change and developing descriptions of preferred character.

While the existing features of neighbourhoods have been catalogued and assessed at a moment in time, it is normal for neighbourhood character to evolve. For some neighbourhoods, such as those with heritage dwellings or those areas that have been masterplanned, this will be a slow process. For neighbourhoods experiencing rapid redevelopment and growth, existing character will more quickly give way to a new character. Unless areas are affected by a constraint that prohibits or severely limits their ability to accommodate growth, State guidance indicates that they should support and allow for increased housing.[45]



Changes to Neighbourhood Character Precincts

The Mesh Background Report identified a series of emerging character types and precincts based on the findings in the Suburb Profiles. These precincts were defined based on the comparative differences of certain areas, and it was expected that the emerging character types and precinct boundaries would evolve during preparation of the Strategy.

This has been the case for the Petrik Drive area in Keilor, which was initially grouped into Precinct E. Upon further analysis, it was considered that this discrete area exhibited characteristics more representative of Precinct F, and as such, it has been re-categorised.

RESIDENTIAL STREET IN SUNSHINE WEST

[45] Department of Transport and Planning (DTP), *Planning Practice Note 91: Using the residential zones*, 2023.

Areas of Special Character

Albion, Sunshine West, and select sections of Keilor were identified in the Mesh Background Report as being potentially of special character. These areas underwent further investigation to determine if specific planning controls were needed to manage and enhance their existing character (see Figure 17). An NCO was considered (see call out box), as well as a more discrete, area-specific NRZ schedule.

The early 20th century traditional housing in Albion and Sunshine West was primarily what contributed to making these areas special. It has been determined that the neighbourhood character objectives and ResCode variations in the zone schedule (the Suburban Traditional NRZ1 described in the 'Respect for neighbourhood character' section), combined with the design response plan required under ResCode, will be sufficient to ensure new development respects neighbourhood character while also supporting incremental change.

A separate review of the potential heritage significance of the area is included as a recommended action for future work, where such a review has not already been undertaken. Should the area be designated as having heritage significance, the capacity to accommodate change will likely be reduced.

Petrik Drive in Keilor was identified in the Mesh Background Report as a special character area, due to its strong landscape character, which includes generous setbacks and slope-responsive design. This area will accommodate incremental growth that respects the existing character (which is the preferred future character). This can be facilitated through neighbourhood character objectives in the NRZ schedule for the Landscape Suburban NRZ5 (described in the 'Respect for neighbourhood character' section).

Identified

Parts of Albion, Sunshine West and Keilor identified as potential areas of special character.

These were determined to warrant further investigation.

Investigated

Further site inspections refined potential special character area boundaries (see Figure 7).

Inspections in Albion and Sunshine identified intact architecture as key special features.

Inspections of Petrik Drive in Keilor identified a landscape setting (similar to Precinct F) as key special feature.

Potential planning tools

Planning tools to manage special character were revewed and considered, including the NCO and discrete zone schedules.

Area-specific planning tools were not considered neccessary to achieve the preferred neighbourhood character objectives.

Proposed response

Albion and Sunshine West special character areas are proposed to be managed via the Suburban Traditional NRZ1 (see 'Respect for neighbourhood character').

Heritage signficance of Sunshine West is proposed to be further investigated.

Petrik Drive, Keilor, special character is proposed to be managed via the Landscape Suburban NRZ4 (see 'Respect for neighbourhood character').

FIGURE 18. ASSESSMENT OF SPECIAL CHARACTER AREAS

Objectives

To respect the character of special character areas identified in this Strategy.

Actions
Prepare schedules that identify the preferred character of neighbourhoods that include the special character areas.
Investigate the heritage significance areas in Sunshine West to determine whether a HO would be an appropriate planning control.



ALBION HOUSE DETAIL

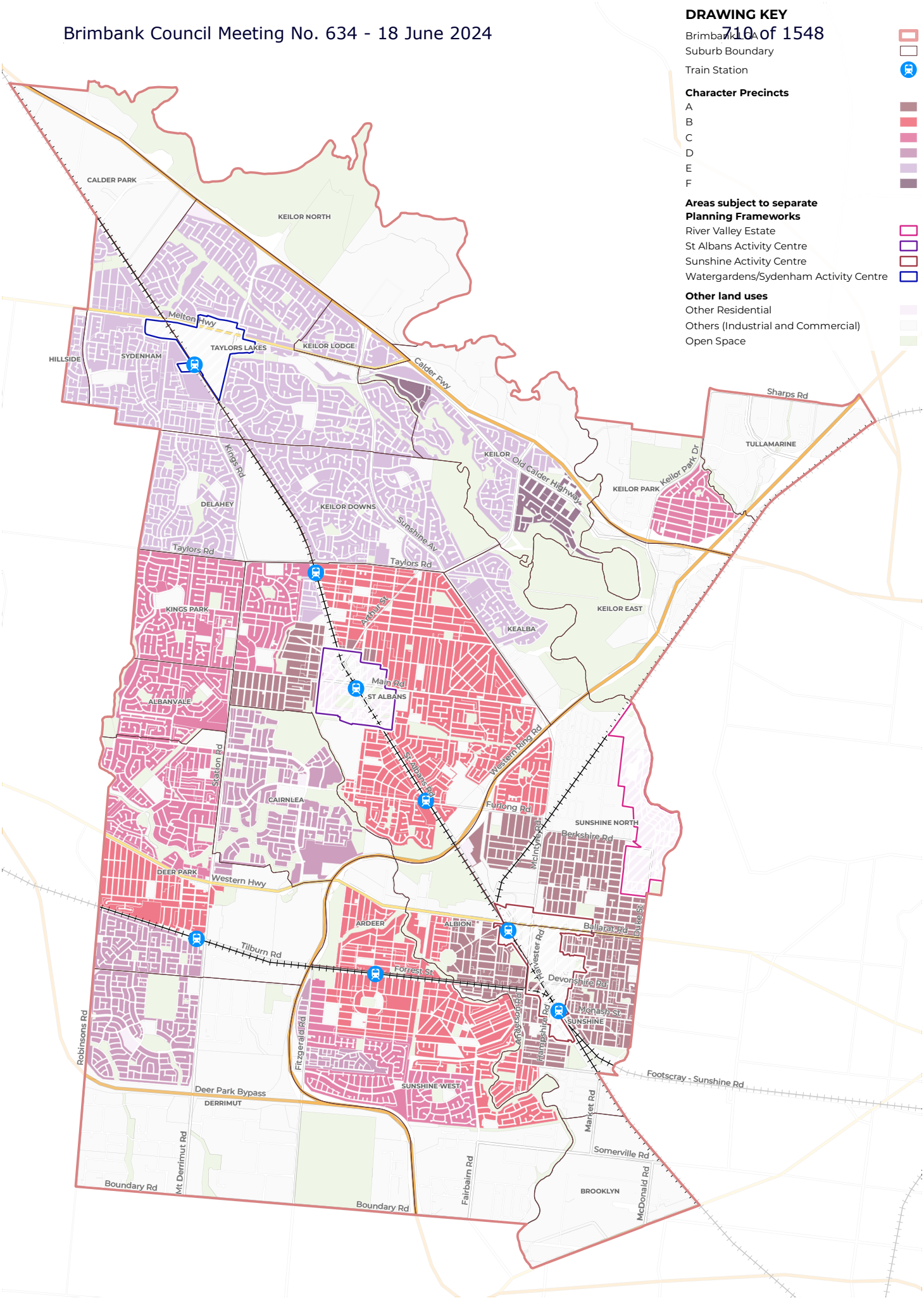


FIGURE 19: EXISTING NEIGHBOURHOOD CHARACTER PRECINCTS

Existing Character

Character Precinct	Description
Precinct A	Brimbank's most 'traditional' neighbourhoods developed around the Sunshine and St Albans train stations. They are characterised by low-scale housing in closely gridded streets. More than any other Precinct, Precinct A is currently undergoing change in the form of distributed infill development, resulting in a clear distinction between the character of traditional housing forms and newer development. The RDF identifies areas of substantial and moderate change in areas around the stations and activity centres, with pockets of minimal change, where affected by the HO. Areas of incremental change are nominated outside walkable distances to the stations, and minimal change is nominated where affected by the MAEO.
Precinct B	A precinct comprising many intact streetscapes with low-scale housing of consistent architectural style and detailing, interspersed with more contemporary redevelopment. Large parts of Precinct B are identified for incremental change, with a lesser amount of substantial and moderate change near stations and activity centres and along major roads. Small pockets of minimal change are identified where the MHF safety area, MAEO and EAO apply and constrain intensification of development.
Precinct C	Characterised by a sense of spaciousness between predominantly single-storey dwellings. Architectural styles are unassuming, with a diversity of materiality and detailing. Most of Precinct C is identified for incremental change. A small area is identified for minimal change, due to constraints from a nearby MHF.
Precinct D	Characterised by contemporary masterplanned estates that offer a diversity of lot sizes, building forms and architectural styles. Most of Precinct D is identified for incremental change. However, given the recency of development, it is unlikely that redevelopment will occur in the near to medium term. A small area in Cairnlea is identified for minimal change, due to constraints from nearby industrial land and MHFs, as is a small area in Sunshine North affected by the MAEO, which limits growth.
Precinct E	Characterised by the curvilinear masterplanned design approach of the late 20th century, neighbourhoods vary in terms of housing scale and design, but generally comprise larger homes, on large lots. Most of Precinct E is identified for incremental change. Areas west of Watergardens are identified for substantial change, and moderate change is identified where the scale of existing development would support up to 3 storeys. Pockets of minimal change are identified where development is constrained by the MAEO.
Precinct F	Characterised by diverse, grand homes situated in a landscaped setting, with the topography often shaping housing design and siting. Precinct F is identified for minimal change, primarily due to constraints from the MAEO.

TABLE 4. EXISTING NEIGHBOURHOOD CHARACTER PRECINCTS + POTENTIAL GROWTH

Preferred Character

When new development occurs, it must respect the existing neighbourhood character or contribute to a preferred neighbourhood character. This Strategy sets out the preferred neighbourhood character for areas across the municipality, having regard to proposed growth and change settings.

In substantial change areas, a fundamentally new preferred character will be created. The objective for these areas will be to **design for density**, to create denser, yet well designed and well landscaped neighbourhoods close to transport and services.

In increased and incremental change areas, and minimal change areas that are not constrained by the HO, new development will progressively contribute to an evolving preferred character that respects the existing character. The objective in these areas will be to **respect neighbourhood character** by supporting contemporary, well-designed infill development. In the areas that interface with MHFs (interface areas), respect for neighbourhood character will occur in the context of development limitations imposed by these constraints.

In minimal change areas that are affected by the HO, the existing character is the preferred character. In these areas, the objective will be to **celebrate history and character**, ensuring well-designed new development carefully integrates with and respects the special character and history of Brimbank in key locations.

Six 'Preferred Character Areas' have been identified, based on consideration of existing neighbourhood character and the level of change identified in the RDF. For each of the six Preferred Character Areas, a preferred future character has been described in order to guide future development.

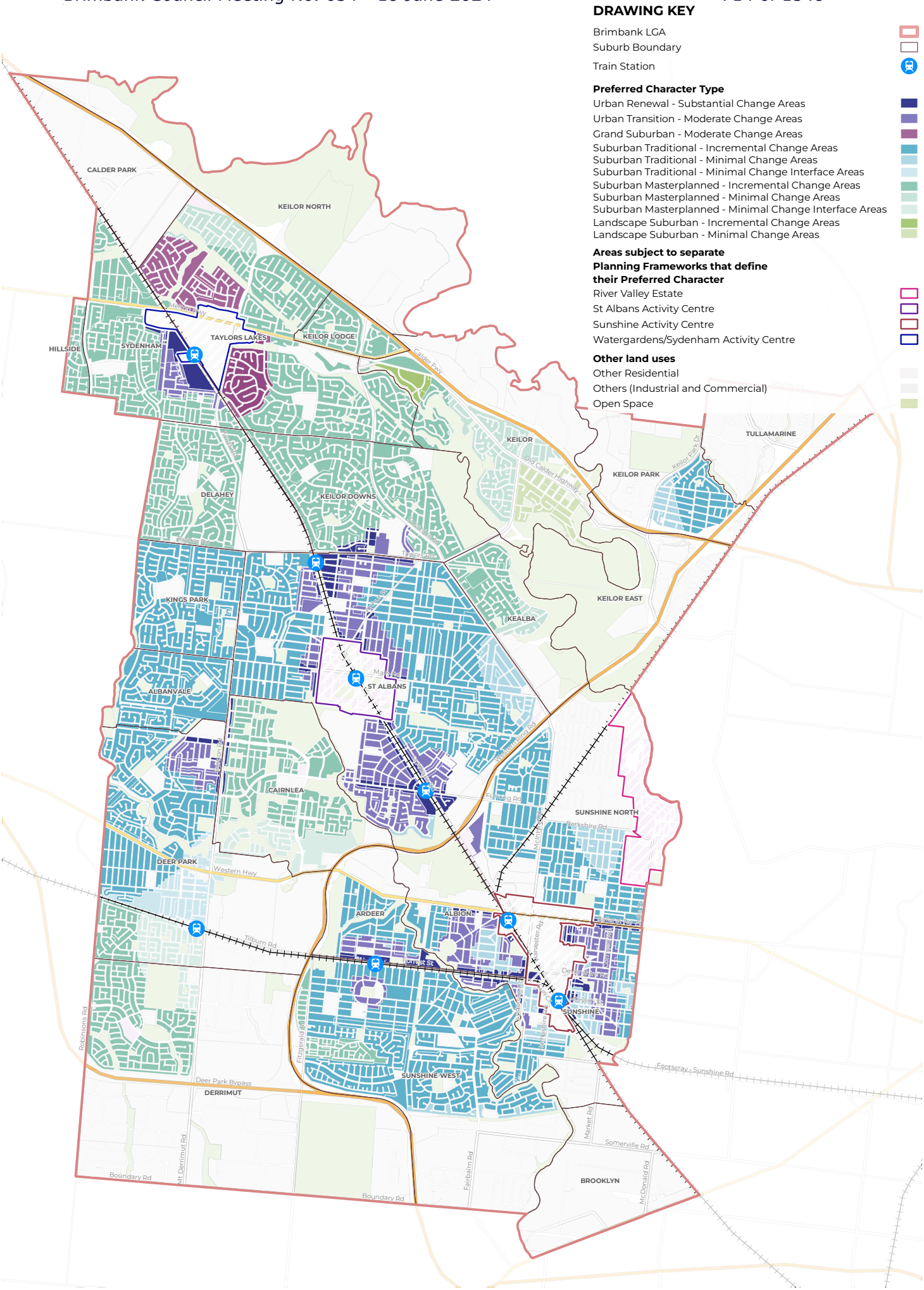
The boundaries of the Preferred Character Areas are based on:

- Similarities and differences in valued character attributes (as described in the Existing Neighbourhood Character Precincts).
- Likelihood that housing stock will be renewed or redeveloped in the short to medium term (i.e., recency of development).
- Extent to which the change settings in the RDF will shape the preferred character (i.e., substantial change areas will result in greater changes to neighbourhood character than other areas).

Each Preferred Character Area is proposed to be implemented through a zone that corresponds to its change setting and a schedule that identifies design or neighbourhood character objectives and other requirements (Table 5). Some Preferred Character Areas have more than one schedule.



Attachment 13.6.5



Attachment 13.6.5

FIGURE 20. PREFERRED CHARACTER AREAS

Preferred Character Area	Description	Proposed Zone/Overlay
Urban Renewal	**Substantial change** Areas where the preferred future character is relatively dense and urban, with taller building forms and greater levels of site coverage than the Suburban areas. This character will emerge over time as a result of infill development that replaces more traditional housing or new medium-to high-density housing on undeveloped sites.	RGZ2
Urban Transition	**Moderate change** Similar to Urban Renewal, infill development will replace more traditional housing. However, the development will be at a lower scale than the Urban Renewal areas, acting as a transition between the areas that will fundamentally change (Urban Renewal) and surrounding neighbourhoods that will experience a more moderate, incremental change.	GRZ2
Grand Suburban	**Moderate change** Areas of large, grand-scale homes - a relatively unique character in Brimbank. Change in the near term is likely to be limited due to the relative newness of homes, however any development that does occur can adopt a similar scale and bulk to the existing grand homes.	GRZ3
Suburban Traditional	**Incremental and minimal change (MAEO, interface areas, HO + special character areas)** Older parts of Brimbank that have more traditional housing, some of which may be appropriate for modest[46] amounts of renewal and replacement with infill development.	NRZ1 NRZ3 NRZ4
Suburban Masterplanned	**Incremental and minimal change (MAEO, interface areas)** More recently developed[47] parts of Brimbank that are unlikely to undergo much change, as housing is relatively new. Any new development that occurs will adopt a similar character to the existing development in the area; however, new development may be denser and slightly taller than existing development.	NRZ5 NRZ6 NRZ7
Landscape Suburban	**Incremental change and minimal change (MAEO)** Areas where the existing strong landscape character, shaped by large lots, generous setbacks and slope-responsive housing design, will be preserved.	NRZ8 NRZ9

TABLE 5. PREFERRED CHARACTER AREAS + CHANGE SETTINGS

Note: RGZ1, GRZ1 and NRZ2 are not listed, as they apply to areas that are outside the scope of this study, including the St Albans Structure Plan area and the River Valley Estate.

[46] As compared to Urban Preferred Character Areas.
[47] As compared to the Suburban Traditional Preferred Character Area.


60

Design for Density - Urban Renewal

Objectives

To encourage new apartment development and other denser forms of development that makes optimum use of a site's development potential.

To encourage contemporary and innovative building designs and high quality development and materiality, that complements Brimbank's history and identity.

To encourage urban-scale landscaping, that supports canopy tree planting where possible.

To encourage development to have a strong and active relationship with the street and any abutting open space.

To encourage land assembly, including amalgamation and consolidation of lots.

Actions

Prepare schedules, including objectives, ResCode variations and other appropriate provisions, to implement the preferred character of Urban Renewal Precinct according to the Preferred Character Outcomes (Appendix 2).

Investigate future amendments to the zone schedule to incorporate any recommendations for landscaping and private open space ResCode variations that result from further landscape analysis (recommended in **Sustainability**).

Monitor development in RGZ areas to inform a 5-year review of the planning policy applying to Urban Renewal Areas (RGZ).

Respect Neighbourhood Character - Most Areas of Brimbank

Objectives

To encourage housing growth and diversification.

To ensure new development contributes to the preferred neighbourhood character.

To encourage landscaping that supports canopy tree planting.

To encourage development to have a strong and active relationship with the street and any abutting open space.

Actions

Prepare schedules, including objectives, ResCode variations and other appropriate provisions, to implement the preferred character of the Urban Transition, Suburban Traditional, Suburban Masterplan, Grand Suburban and Landscape Suburban Precincts, and the development outcomes according to the Preferred Character Outcomes (Appendix 2).

Celebrate History and Character - Heritage Areas

Objectives

To support a limited amount of growth and diversity.

To ensure new development is compatible with the heritage and/or special character of the area and contributes to the preferred neighbourhood character.

Actions

Prepare a NRZ schedule with private open space requirements to support the HO.

Diversity

Facilitating different forms of housing to meet the diverse and changing needs of the community, including housing that offers greater choice, equity, adaptability and affordability.

A diverse housing market is one that provides a variety of housing sizes, typologies, tenures and price points. It is able to accommodate residents with different lifestyles, incomes, preferences and needs. A more diverse housing market also enables choice and supports affordability.



Attachment 13.6.5

GERTRUDE STREET, ST ALBANS



TOWNHOUSES NEAR SUNVALE COMMUNITY PARK, SUNSHINE

Key Issues

The key housing diversity issues that Brimbank experiences are:

Declining affordability of market housing and limited social and affordable housing options

Housing in Brimbank is becoming increasingly unaffordable. There is currently an estimated shortfall of more than 4,000 affordable housing dwellings, and this will increase to more than 5,000 by 2041 if supply shortages are not addressed.[54]

Lack of choice of housing typologies (detached housing predominates)

Brimbank's current housing supply is very homogenous. Most dwellings are separate houses, and the market remains driven by demand for detached housing. However, this demand is changing and is anticipated to change further in the coming years as demographics shift[55] and as major public sector investments are realised. Single person households are increasing; however, the market is not consistently delivering the type of supply that meets the needs of this growing sector of the community.

The following sections provide more detail on how this Strategy will respond to these issues and improve housing diversity and affordability

[54] Affordable Development Outcomes, *Affordable Housing in the City of Brimbank: Final Research Report, Brimbank City Council,* 2020.
[55] Urban Enterprise, Background Housing Strategy: Background Analysis, Brimbank City Council, 2021 (updated 2022).

Affordable Housing

Access to safe, secure and affordable housing is a fundamental human right and key determinant of health and well-being. It is the responsibility of all levels of government to uphold this right.

Council is committed to encouraging and supporting an increased supply of social and affordable housing to meet the current and future needs of the Brimbank community.

Location of affordable housing

Homes for Victorians (2017), the State's strategy to guide the provision of a range of affordable and accessible housing, states that it is critical for new housing to be located close to jobs, transport and services.

This is reflected in *Plan Melbourne*, which includes affordable housing options as a component of 20-minute neighbourhoods.

Under the *Planning and Environment Act 1987*, affordable housing is defined as '...housing, including social housing, that is appropriate for the housing needs of any of the following:

(a) very low income households;

(b) low income households;

(c) moderate income households.'

Income ranges for these three categories are published annually by the Victorian Government.[56]

Households in Australia are considered to be in a state of rental stress or mortgage stress when they are in the bottom 40 per cent of Australia's income distribution and spending more than 30 per cent of their income on housing.[57]

Increasing the supply of affordable housing is a complex challenge that requires a coordinated approach, involving all levels of government. Federal and State governments have the most significant policy influence in this area. However, Council, as planning authority, plays a critical role in supporting and encouraging a variety of housing types and tenures to meet current and future need. Council also needs to ensure there is a sufficient supply of land for affordable housing close to jobs, transport and services.

Affordable housing

Comprises various types of housing including social housing and other housing initiatives and services that provide for the housing needs of very low to moderate income households.

Social housing includes public housing (owned and managed by the State government) and Community housing (owned and managed by a not-for-profit organisation).

Affordable housing may also encompass short-term housing, such as crisis, emergency and transitional housing, that include a range of specialist services to support and help those in need.

Affordable housing strategies may also target key workers, including those that provide essential human services to the community. The key worker definition may also encompass a broader definition of occupations who generally require an in-person presence at their location of employment and who earn a low to moderate income.

Brimbank's Position Statement on Social and Affordable Housing (2022) advocates for the provision of social and affordable housing to capture and share value created through development (often referred to as inclusionary zoning).

[56] Affordable Development Outcomes, *Affordable Housing in the City of Brimbank: Final Research Report,* Brimbank City Council, 2020.
[57] Urban Enterprise, *Background Housing Strategy: Background Analysis,* 2021 (updated 2022).

This is currently not a mandatory planning requirement and, as such, incentives and voluntary agreements negotiated on a case-by-case basis are the best mechanisms available to Council to secure affordable housing contributions in association with new development. In this context, this Strategy strongly encourages affordable housing as a discretionary component of well-located new development, and where landholders propose rezoning of a site for higher-value development outcomes.[58] A rezoning process gives Council a stronger position to negotiate for affordable housing contributions and can provide more certainty to developers, compared to voluntary negotiations through the planning permit processes. To support this, Council policy guidance[59] on how to negotiate for voluntary affordable housing contributions could assist officers and provide clarity to the development community.

The Position Statement also directs the Strategy to include guidance on housing need, policy objectives, potential locations and proposed planning actions to strengthen social and affordable housing outcomes through the Brimbank Planning Scheme.

This Strategy influences the spatial distribution of new housing and diversity of dwelling types through zoning and planning policy changes. An Affordable Housing Strategy would provide more detail about other ways for Council to support affordable housing, including as an owner or investor in land, assets and funds, as a partner and facilitator, and as an advocate-as articulated in the Position Statement.

Preferred locations for affordable housing are those near activity centres and public transportation, with easy access to goods and services. This aligns with where substantial and moderate change is indicated on the RDF. For new development proposals in these areas, Council will seek to negotiate a proportion of affordable housing during the planning permit assessment.

All housing types of increased densities are appropriate for these locations, from registered crisis and social housing to affordable market housing to luxury apartments. However, it is most important for crisis housing, social housing and affordable market housing to be located in these areas. Locating these kinds of housing near activity centres and transportation will enable residents with the least amount of discretionary income to spend on transport to take advantage of excellent access to existing amenities and services.

In addition to zoning and policy support, meeting Brimbank's identified affordable housing need will require other interventions by all levels of government.

Objectives

To encourage new, well-located development to include affordable housing to be owned and managed by a registered housing association or registered housing provider.

To encourage public landowners to use surplus or underutilised land for the provision of social and affordable housing.

Actions

Include local policy to extend existing State policy at 16.01-2S on affordable housing to:
- Support affordable housing near activity centres, and where there is frequent, high quality public transport.
- Encourage affordable housing as a discretionary component of new development.
- Set an expectation for engaging in voluntary negotiations for all development in substantial and moderate change areas.

Develop an internal planning policy to provide guidance on negotiating affordable housing contributions as part of new development and rezonings that will result in a significant value uplift to landholders.

Investigate further options, such as pilot projects, to encourage affordable housing (including social housing) in Brimbank.

[58] For example where a non-residential site is no longer required for its current purpose and is proposed to be rezoned for residential purposes.
[59] This refers to an internal Council policy document as opposed to planning policy in the planning scheme.

Diverse Housing Typologies

Brimbank's population is increasingly including couples, downsizers, empty nesters, small families and multi-generational families—each with a propensity for different housing types (see **Context**). It is also growing and ageing, and household size is declining. These trends are predicted to increase the demand for townhouses and apartments. Brimbank's housing market will need to diversify both in typology, tenure and design to enable its population to find housing that meets their needs, including the ability to age in place. Table 6 identifies the projected proportions of different household structures in 2041 and the housing that is expected to be most suitable for them. At present, most households in Brimbank tend to preference separate houses, regardless of structure. This may be due to a combination of factors, including lack of suitable alternatives that meet their needs.

Child friendly apartments

Apartments that are able to be comfortably lived in with a family may include flexible spaces that can be adapted throughout the day or over the years and more bedrooms than standard. They are designed with safety in mind (e.g., balcony safety), provide sufficient storage, and often provide visible, usable and safe outdoor play areas in communal spaces, generous accessways and lifts for prams.

Household type + projected % of market in 2041	Key housing preferences	Current availability issues
Families (54% of the market)	Separate houses and townhouses.	Lack of new separate house options, declining affordability.
Couples (22% of market)	Separate houses, townhouse and apartments.	Relative lack of smaller dwellings, limited options for downsizers prevent larger, separate houses being 'released' to market.
Singles (20% of market - growing proportion or market)	Townhouses and apartments. Some separate houses.	Lack of smaller dwellings, declining rental affordability, slow delivery of apartments.
Groups[60] (3% of market)	Townhouses and apartments. Some separate houses.	Lack of smaller dwellings, declining rental affordability, slow delivery of apartments.

TABLE 6. HOUSEHOLD STRUCTURES AND POTENTIALLY SUITABLE HOUSING TYPES (SOURCE: URBAN ENTERPRISE, 2022).

[60] Such as share houses.

With no new land supply to deliver more detached housing, the Strategy seeks to provide alternative options for those who currently prefer to live in detached homes, but would consider other options, and for residents seeking to downsize or move into aged care. Not only will this accommodate residents looking for diverse options, but it will release their existing detached housing to the market for households that need more space. This will ensure Brimbank will continue to accommodate households such as large and multi-generational families.

Specialised housing forms, such as student and key worker[61] housing, will likely become more in demand as investment directed to university and hospital precincts increases the number of students and health workers in Brimbank. Alternative housing forms, including temporary portable housing (see call-out box), may be an option for meeting certain housing needs. These housing types will require further investigation to determine potentially suitable sites and to facilitate partnerships with delivery agents.

Diverse housing typologies also need to be mindful of accommodating a range of needs. These include diverse dwelling mixes (different numbers of bedrooms), varied tenure options (rent or buy) and child-friendly and pet-friendly designs. Brimbank currently has a low proportion of one and two-bedroom dwellings (2% and 11% respectively).[62]

Apartment buildings, which typically contain one or two-bedroom apartments, should also offer bedroom configurations suitable for families (three plus bedrooms).

Increasing the supply of diverse housing is also an important factor in contributing to overall housing affordability. With an increase in the amount of high quality, smaller housing options on the market, renters and buyers will be more likely to find options that meet both their needs in terms of price and amenity.

Figure 10 presents the suitability and locational preference for the housing typologies that will be encouraged throughout Brimbank. This list of housing typologies is not exhaustive, and discussion of emerging and innovative housing forms and designs is encouraged.

MUZ sites present some potential opportunity for diverse housing forms. The stocktake of MUZ sites in the Mesh Background Report noted that some MUZ sites are occupied by a range of non-residential uses such as commercial centres, carparks, schools, etc. Some are undeveloped or underdeveloped, and others have been recently developed as medium density residential housing. There is currently no overarching strategy to determine the potential of these sites and whether their zoning presents opportunities for additional growth and diversity.



CONTEMPORARY INFILL, ST ALBANS



TOWNHOUSES, SUNSHINE NORTH

Attachment 13.6.5

[61] Refer to call out box in Section 6.1 for discussion on Key Worker definitions.
[62] Urban Enterprise, *Housing Strategy: Background Analysis,* 2021 (updated 2022), p.41.

Diverse Housing Typologies and Designs

Typology	Demographic suitability	Locational preference
Apartments (with lifts - usually 4+ storeys)	Students, singles, couples, empty nesters, ageing, special needs,[63] people with limited mobility, small families (for larger child-friendly apartments)	Within substantial change areas (RGZ), particularly large/prominent sites, along key roads and rail interfaces and shop tops. Apartments should be prioritised in these locations over other, less intensive development types to avoid underdevelopment.
Apartments (no lifts - usually up to 3 storeys)	Students, singles, couples, empty nesters, small families	Within substantial and moderate change areas (RGZ and GRZ), including along key roads and rail interfaces, consolidated lots and shop tops.
Multi-units/manor homes (single storey/ ground floor)	Small families, empty nesters, couples, independent ageing, people with limited mobility.	Distributed within moderate change areas (GRZ) + incremental change areas (NRZ) within walking distance of services. Manor homes are particularly suitable for corner lots.
Multi-unit/ townhouses/ manor homes (double storey/ upper floor)	Small families, empty nesters, couples	Distributed within moderate change (GRZ) areas + incremental change areas (NRZ) within walking distance of services.
Small second dwellings	Multi-generational families, singles	Distributed within incremental change areas (NRZ) and substantial and moderate change areas (RGZ and GRZ).

TABLE 7. DEMOGRAPHIC SUITABILITY AND LOCATIONAL PREFERENCE FOR DIFFERENT HOUSING TYPOLOGIES

[63] People that may require additional services to support them in housing. This category includes people that may be homeless or at risk of homelessness, people who are indigenous, and people with disability.

Typology	Demographic suitability	Locational preference
Additional dwellings/ duplexes	Small families, empty nesters, couples	Distributed within incremental change areas (NRZ) and some moderate change (GRZ). Not supported in RGZ (under development).
Separate/Detached housing	Large families, multi-generational families New detached housing will be become increasingly scarce in Brimbank. Larger families may need to consider alternative options such as townhouses.	Throughout incremental + minimal change areas (NRZ). Discouraged in substantial and some moderate change areas.
Specialised housing - large format (e.g. large residential villages)	Aging, students, key workers, special needs	Large sites near relevant services/institutions but avoiding substantial change areas.
Specialised housing - apartment format	Aging, students, key workers, special needs	Large sites near relevant services/institutions (universities/ health care), including in substantial change areas. Student and key worker housing may also be located close to railway stations and bus routes that provide access to the relevant institution.
Alternative housing forms (e.g., tiny housing/ temporary housing)	Special needs	Temporarily under-utilised sites.

Note: All other planning scheme requirements also need to be met when encouraging diverse housing types and alternative housing.

Diverse Housing Typologies and Designs

Local planning policy already encourages a mix of dwelling configurations and bedroom numbers in developments of three or more dwellings and encourages student accommodation near tertiary institutions. However, there is an opportunity to promote greater dwelling diversity, by encouraging appropriately located and designed specialised housing. As these forms of housing will often have specific design requirements, further investigation to identify how more of this housing type can be delivered in Brimbank is recommended.

New policy, including decision guidelines and voluntary targets,[64] can support increased housing diversity. Streamlined planning pathways (such as VicSmart) can also incentivise proposals for specific types of housing; however, this would require further investigation and would only apply to straightforward application types. State government, through amendment VC253 associated with *Victoria's Housing Statement,* has removed permit requirements for small second dwellings. This initiative is expected to support more of this type of housing. Other incentives to support increased housing diversity may include variations to car parking requirements, addressed under the **Sustainability** theme.

Targets can be used to encourage more accessible and adaptable housing in large developments. Benchmark targets from other jurisdictions/ development types indicate that a 20-50% target of accessible/adaptable housing in large developments may be appropriate.[65] When applied to other kinds of developments and housing typologies, different benchmarks may be more suitable. Further investigation is required to identify the right targets for Brimbank.

Other options + ideas to encourage diversity

There are opportunities to explore other broader ideas to encourage diversity outside the planning policy framework. They may include looking to other jurisdictions, case studies and advocacy actions. These ideas require further investigation, and may be adopted in the future (where possible) if they are practical and considered beneficial to Brimbank.

State policy changes: Advocating to State government for state policy changes that give greater strength to and incentivise affordability, diversity and universal design requirements (such as Council's current advocacy for inclusionary zoning).

Government funded projects: Advocating to state planning and development agencies for enhanced diversity and universal design in State government funded projects (such as in the Sunshine Priority Precinct)

Training + support: Supporting Council planners to provide active direction to applicants and agencies to facilitate well-designed diverse housing.

Pilots: Exploring options to partner or pilot demonstration projects or new planning innovations that incentivise diversity.

Education + leadership programs: to demonstrate the benefits of prioritising housing diversity and universal design as part of development proposals and the actively take leadership on these issues through early design processes (for example, design excellence programs – refer to **Sustainability**).

[64] Unless otherwise legislated, targets contained in policy are voluntary only and subject to discretion under the integrated decision-making provisions of the planning scheme.
[65] NSW's Apartment Design Guidelines (20%) and Victoria's Clause 58 (50%).

Objectives

To facilitate a substantial increase in the diversity of Brimbank's housing stock, in terms of housing typology, dwelling mix (number of bedrooms) and tenure.

Actions
Update local policy to further encourage diverse housing typologies in preferred locations, in accordance with Table 7.
Prepare local policy that strengthens guidance regarding housing mix, accessible housing for older and less mobile people, and child-friendly housing.
Investigate use of VicSmart for straightforward application types.
Explore other ideas, case studies and advocacy actions which may contribute to improved housing diversity outcomes and adopt any that may offer benefits to Brimbank.
Undertake a holistic review of MUZ sites and develop a comprehensive strategy for their future planning and capacity to support growth and diverse housing typologies.
Investigate opportunities for alternative housing options, including pilot programs, within Brimbank.
Investigate needs and opportunities for specialised housing in Brimbank.



TOWNHOUSES, SUNSHINE

Universal Design

Universal design is a term used to describe housing that is accessible to people regardless of age, disability or other factors, and can be adapted as needs change. It is about accommodating people with a diverse range of needs.

The *Livable Housing Design Guidelines* 2017,[66] prepared by Livable Housing Australia, outlines voluntary performance levels that the building industry can use to incorporate easy living features into new housing design and construction. Seven core design features are defined for the first performance level.

Of these, the following are able to be determined at the planning application stage (the remainder are detailed design features):

- A safe continuous and step free path of travel from the street entrance and / or parking area to a dwelling entrance that is level.
- At least one, level (step-free) entrance into the dwelling.
- A toilet on the ground (or entry) level that provides easy access.

Clause 58 of the planning scheme provides for universal design in a narrow sense. It sets standards for apartment buildings over 5 storeys to incorporate 50% accessible dwellings for people with limited mobility. No such objective or standard applies to the types of apartments likely to be delivered in Brimbank's substantial change areas at present.[67]

Objectives

To ensure a significant proportion of housing is designed to be accessible and/or adaptable to a range of different resident needs and their changing lifestyle needs.

Actions
Investigate appropriate targets for proportions of dwellings designed to universal design principles in multi-unit developments.
Prepare local policy that strengthens guidance regarding housing mix, accessible housing for older and less mobile people, and child-friendly housing.

[66] Liveable Housing Australia, Livable Housing Design Guidelines, 2017.
[67] This is because at a height limit of 4 storeys, Clause 58 does not apply.


Attachment 13.6.5

Amenity

Minimising land use conflict between existing non-residential uses and areas identified for housing growth.

Brimbank's identity is intertwined within its industrial past and the ongoing significance of Brimbank's industrial areas to the local and state economy. There are many parts of Brimbank where residential and industrial areas interface, and often land uses are able to coexist without resulting in land use conflict. However, this legacy cannot be ignored. Particularly as residential areas intensify, the potential for land use conflict increases.

In this context, it is important to ensure suitable levels of amenity and reduced risks are afforded to residents of new development, while also protecting the ongoing viability of Brimbank's industrial land, particularly State significant industrial land, MHFs and current landfills.

Other factors that may impact residential amenity include Melbourne airport flight paths, as identified by the MAEO, and major road and rail corridors. There is scope to reduce the impacts of major rail and road corridors on residential amenity as they expand.



STREETSCAPE, ARDEER

Key Issues

The key amenity issues that Brimbank faces are:

Potential conflicts between industrial land and residential growth

Brimbank's industrial land can impact the ability to accommodate housing growth and residential development in some areas of Brimbank. In addition to licencing, WorkSafe provides guidance on land use and development in proximity to the MHFs currently located in Brimbank that affect residential land, for example, Elgas and Hexion. The number of MHFs and the impact they have on surrounding land uses may change over time, with changes potentially triggering the need to [further] engage/ consult with WorkSafe. EPA's landfill guidelines have been used to define the buffer for the open landfill in Kealba, and the EAO requires further analysis to be conducted before impacted land can be developed on the closed Sunshine landfills. *Plan Melbourne* also seeks to protect State significant industrial precincts from incompatible land uses (such as residential intensification on nearby land) to support their ongoing viability.

Potential for poor amenity along major roads and rail interfaces

Major roads and rail services offer many economic benefits to Brimbank, and their interfaces are key corridors for movement of people. However, they also present a number of potential health and well-being issues, including issues from noise, dust, odour and air pollution. From a housing perspective, these interfaces present opportunities for a change in built form character, provided the present amenity challenges can be managed.

Proximity to the Melbourne airport creates noise impacts for dwellings

Large areas of Brimbank, some of which would otherwise be suitable for incremental housing growth, are affected by flight traffic from the Melbourne airport. Dwellings within the flight path of the Melbourne Airport are already affected by the MAEO. This overlay restricts development intensification in order to minimise the number of additional dwellings affected by flight noise. These areas have been identified as minimal change areas in the RDF. As noted in under 'Ongoing Work that Affects this Strategy' (**Context**), the 2022 ANEF-affected areas may change as a result of ongoing work. This could require further investigation as to their impact on housing growth.[68]

Community-raised concerns regarding increased traffic and carparking

Development can increase traffic and impact parking supply, and this can also impact the amenity of neighbourhoods. Engagement with the community has identified concerns about traffic and parking supply in local streets. Encouraging more people to live in transport-rich locations where they have the option to make more of their daily trips using public or active transport is an important strategy to reduce car dependence and decrease congestion.

[68] The Strategy notes that while the State provision under Clause 18.02-7S (Airports and airfields) also considers the N Contours when planning for areas affected by aircraft noise, it would only consider the MAEO as a constraint in the Residential Development Framework given it is the overlay that triggers the need for a planning permit to use or develop land for a dwelling and the overlay contains restrictions on development density.

Interfaces with Industrial Land

Maintaining the economic viability of State significant industrial land and supporting the ongoing operation of industrial uses are key objectives of State and local planning policy. To support these objectives, the *Brimbank Industrial Land Use Strategy* 2018-2030 and planning policy at Clause 17.03-2S and Clause 17.03-3S are clear that the location of new housing should not undermine the continuing operation of industrial uses.

These objectives are partially achieved through the application of buffer areas. For the MHFs, buffers advised by WorkSafe (referred to as advisory areas) indicate that it is inappropriate to increase housing within a certain proximity to these uses. The former Sunshine landfill, the open Kealba landfill and land interfacing with State significant industrial land also present potential, albeit different, constraints on development.

This Strategy seeks to direct growth away from these areas by designating them as minimal change areas, and to manage growth through planning policies, regulation and related legislation as follows:

- For MHF advisory areas, a restriction on subdivision size in the schedule to the zone is proposed to limit further intensification of development.
- For the Kealba landfill and State significant industrial land, referral requirements of Clause 66 of the Brimbank Planning Scheme will continue to inform assessment of the suitability of new development.
- For the closed Sunshine landfill, the existing EAO (as introduced by C212brim) requires further assessment in accordance with Environment Protection Act 2017 to ensure that the land is suitable for development.

In the future, it may be appropriate to formalise buffers to MHFs, the Kealba landfill and to certain industrial land (including State significant industrial land). This is a complex process that is best undertaken separately from this project and led by the State, as both landfills and MHFs are State significant.

Objectives

To direct growth away from major sources of poor amenity and risk (MHFs, the former Sunshine landfill, the Kealba landfill and State significant industrial land).

Actions
Limit further intensification of housing in the advisory areas to the MHF by applying a minimum subdivision size.
Investigate application of additional planning policy and controls (e.g., application of the BAO) in areas within the buffer to the MHFs, open landfills and State significant industrial land.

Transport Corridors

Road and rail corridors are often areas that are identified for higher growth due to their proximity to public transport, but their amenity impacts, including those from dust, noise, odour and air pollution, must be appropriately managed. While low or no fencing is identified in **Character** as a valued neighbourhood character attribute, busy and noisy interfaces can often be managed with higher fencing and other noise mitigation measures. Where higher fencing is used, this should be balanced with other design features at upper levels to provide activation and surveillance of the street.

Planning policy to encourage alternative transport options to car ownership (including public and active transport) is also recommended. This is addressed in the next section.



Objectives

To ensure built form design along major road and rail corridors balances protection of internal amenity with activation of the public realm.

Actions

Provide planning policy and specific provisions regarding noise mitigation/attenuation, fencing and management of interfaces along major road and rail corridors.

Sustainability

Ensuring housing is sustainably designed, is located to minimise car dependence and contributes to the climate resilience of Brimbank's community.

Brimbank faces significant sustainability challenges. These challenges including a lack of canopy tree cover, vulnerability to the urban heat island effect, limited use passive design by developers, a prevalence of poor-quality building materials in new development and a legacy of car-centric development. Promoting well-designed, energy-efficient buildings is important for environmental sustainability and climate resilience, which in turn support the health and well-being of residents. Beyond sustainability, energy efficient buildings contribute to housing affordability, as they can reduce ongoing operational and maintenance costs.

The planning system plays an important role in addressing these challenges, through policies that encourage urban consolidation, the use of sustainable transport, water sensitive urban design, environmentally sustainable development, protection of native vegetation and policies that seek to increase landscaping, greening and urban cooling. However, achieving meaningful sustainability goals requires a coordinated, integrated approach, involving all levels of government and the private sector. Council is committed to its role developing Brimbank into an environmentally sustainable city. To support this aim, Council has prepared and adopted a variety of strategies, plans, policy statements, and targets (see call-out box) and regularly advocates to the State and Federal governments on a range of issues, including building standards, biodiversity and waste management.

This Strategy aims to enhance sustainability through policy and planning controls where neighbourhood character and sustainable design intersect. This includes eaves, shading, and landscaping and parking policy (further details below).



M.B. LYNCH MEMORIAL GARDENS, SUNSHINE

Key Issues

The key issues related to housing and sustainability in Brimbank are:

A lack of quality landscaping + canopy trees in new development

Newly developed areas of Brimbank tend to have larger houses that take up more space on the lot. New, denser forms of development, such as townhouses, duplexes, and low-scale apartments, also take up more space on the lot than traditional detached dwellings. This can make it challenging to incorporate canopy trees, gardens or landscaping in new development.

A lack of passive sustainable design responses such as orientation, extent of glazing and use of eaves

Housing that is not designed to respond to the site context or that uses extensive glazing and lacks shading can be extremely inefficient to heat and cool. This impacts the health of residents as well as the cost of running the house.

Poor choice of building materials

The most sustainable materials are those that are low impact to source and are high quality and durable, with the potential to be re-used after a building reaches its end of life. The higher quality and more durable the material, the easier it should be to maintain.

Development designed to prioritise cars (driveways, number of car parks)

Development across Brimbank is often designed to prioritise the convenient onsite parking of private cars. Combined with uneven access to public transport, many residents rely on private vehicles for daily transport. This comes at a cost to residents financially and from health and well-being perspective, and it comes at a big cost to the environment.

Brimbank's plans, strategies and other policy that support sustainability

- Brimbank Climate Emergency Plan 2020–2025
- Biodiversity Strategy 2012–2022
- Cycling and Walking Strategy 2016
- Greenhouse Reduction Strategy 2019–2023
- Greening the West - One Million Trees Project, 2015
- Sustainable Water Management Strategy, 2013–2023
- Transport Priorities Paper, 2022
- Urban Forest Strategy 2016–2046
- Waste, Recycling and Litter Strategy 2018–2028
- Brimbank Parking Strategy 2019–2029
- Brimbank Tree Policy, 2016
- Climate Change Adaptation Framework 2017–2022
- Environmentally Sustainable Design Framework, 2017
- Sustainability Policy and Sustainability Framework, 2017

Landscaping and Canopy Trees

Landscaping and canopy trees play an important role in the sustainability and amenity of neighbourhoods. They contribute aesthetically, cool neighbourhoods and help manage drainage. Brimbank does not currently have a highly treed or landscaped character; however, this is an aspiration of the community. A canopy tree cover target of 30% is set across the municipality[69] and will be achieved through a combination of public and private realm planting.

In the private realm, Standard B13 of ResCode requires provision of appropriate landscaping in new multi-unit developments. Variations to Standard B13 allow for the size, number and location of canopy trees to be specified as well as the location of various types of planting. ResCode can also indirectly influence landscaping by specifying the amount of space to be provided around buildings, the level of site coverage and permeability and the amount of private open space.

Clause 55.07 (for apartments less than 5 storeys) and 58 (for apartments 5 storeys or more) currently sets objectives and provides guidance around landscaping for apartment developments. Existing ResCode variations set minimum expectations for canopy trees across all development types; however, implementation has been inconsistent (refer to Mesh Background Report) and conventions for describing tree scale and requirements differ slightly from Clause 55.07 and Clause 58 (see Table 8). Existing variations also provide little guidance on sufficient deep soil requirements (a key determinant of whether a canopy tree will survive) and the implications of basement construction.



CHURCH STREET, KEILOR

	Clause 55.07 and 58	Current Brimbank zone schedules
Tree types	Three types of trees (A, B and C) with minimum canopy diameter and height at maturity described, as follows: A - 4m canopy diameter and 6 m height B - 8m canopy diameter and 8m height C - 12m canopy diameter and 12m height	Two types of trees (small and medium) as follows: Small - 6m Medium - 6-12m Scale of tree at maturity does not define whether it refers to canopy diameter or height.
Canopy cover and deep soil requirements	Specified for different site areas. Canopy cover requirements range from 5% to 20% (depending on site area). Deep soil requirements range from 5% of site area or 12sqm (whichever is greater) to 15% of site area (depending on site area).	Not specified, but identifies that trees should be provided in private or secluded private open space greater than 25sqm and along driveways.
Soil requirements	Specified for different tree types (A, B and C) and for different planting conditions (in deep soil or in planters).	Not specified.

TABLE 8. TREE TYPES AND REQUIREMENTS - COMPARISON OF DESCRIPTIONS

[68] The target is contained in the MSS.

There is opportunity to provide more consistent requirements and terminology in the zone schedules to enhance landscaping and the treed character of the municipality, and to support Council's objective of 30% canopy cover. However, to provide more guidance on Brimbank-specific landscaping responses and private open space expectations, it is recommended that further analysis also be undertaken.

The outcomes of further landscaping analysis is likely to include:

- Preparation of Landscaping Guidelines to refine landscaping outcomes sought by the zone schedules.
- Potential revisions to private open space requirements in the zone schedules, noting that an analysis of private open space will also need to consider the amenity and recreation needs of residents in different change areas.

In all instances, existing mature vegetation should be prioritised for retention in development proposals. This requirement is captured in ResCode. It is noted though, that retention of mature vegetation has been identified as a key objective in the Suburban Landscape Precinct, where existing mature

Objectives

To encourage enhanced landscaping, appropriate to the level of development, that increases canopy tree coverage.

Actions
Amend existing landscaping ResCode variations so that conventions for describing tree scale and requirements align with Clauses 55.07 and 58.
Undertake further landscaping analysis to develop a set of Landscaping Guidelines that will refine the landscaping outcomes of the zone schedules.



FLINDERS STREET, KEILOR PARK

Building Design

Building design that emphasises the use of siting, design and building orientation to reduce or even eliminate the need for mechanical heating and cooling is referred to as passive design. Passive design is key to achieving sustainable buildings. This commonly includes orientating living areas to face north and using shading and energy-efficient glazing (see call-out box).

Clause 15.01-2S 'Building Design' encourages passive design and seeks to achieve building design and siting that contributes to ESD.

The quality and durability of materials also contributes to a building's sustainability. Building materials have embodied energy (i.e., the energy used to produce the materials), and material choice impacts the durability and lifespan of a building. Robust and durable materials and finishes, that can be easily cleaned or repaired, extend the lifespan of buildings, saving energy by avoiding major renovations and delaying rebuilds.

Local planning policy (Clause 15.02-1L-02) requires residential developments of two or more dwellings to undertake a sustainable design assessment to demonstrate that they 'achieve best practice in environmentally sustainable development from the design stage through to construction and operation'. This involves not only considerations of energy performance, but also integrated water management, indoor environment quality, transport, waste management (addressing use of durable and reusable materials) and urban ecology. Specified types of development are also required by this policy to produce a Sustainability Management Plan.

Passive design

As the name suggests, passive design enables buildings maintain comfortable indoor temperatures through their design, rather than through 'active' (i.e., electricity or gas-powered) heating and cooling.

Key passive design elements include:

- North-facing living areas and windows
- Use of materials that have the ability to absorb, store and release heat (referred to as 'thermal mass')
- Insulation
- Energy-efficient glazing
- Shading designs and structures
- Reliable ventilation
- Air tightness

The clauses mentioned above have been significant in giving weight to sustainability considerations, yet there is still scope for improved outcomes. Planning policy can be championed through active leadership and encouragement of individual development proposals (refer to call-out box for examples). This Strategy recommends Brimbank explore a range of opportunities and mechanisms to scrutinise and shape sustainable outcomes through design leadership, particularly on larger-scale housing projects.

Design Leadership examples

Melbourne City Council and Casey Council have established Design Excellence Panels of independent experts who review and advise on significant development proposals, under an agreed terms of reference or set of guidelines. Experts are drawn from a variety of fields in private industry, academia and public service. Private and academic panel members are usually paid a nominal fee for their participation.

The panel review is a voluntary process for applicants and recommendations are not binding. Benefits include improved design outcomes, enhanced communication and collaboration with proponents, and elevation of the skills and capabilities of Council officers who observe the panel process.

Objectives
To encourage new development to demonstrate passive design principles (e.g., orientation of dwellings, internal arrangement of rooms/windows, use of eaves, etc.), to achieve ESD targets.
To encourage use of high quality, durable materials and finishes that can be easily maintained and repaired.

Actions
Amend local policy, schedule objectives and decision guidelines to encourage the use of high quality, durable materials and finishes and passive design outcomes.
Explore opportunities to shape and champion better and more sustainable design outcomes via a design excellence review panel (or similar), with ESD experts providing independent design advice.

Car Parking

In residential areas located far from activity centres and public transport, and that have not benefited from significant infrastructure investment, it is a reality that many people will continue to rely on cars for their daily transport needs. However, alternatives to private car ownership should be encouraged where there is walkable access to good quality public transport. Clause 52.06-5, of the Brimbank Planning Scheme establishes the minimum number of car parking spaces required for new dwellings. This minimum rate applies across Victoria and does not have regard to local conditions, including the quality or frequency of active and public transport options.[70]

The *Brimbank Parking Strategy 2019-2029,* acknowledges issues associated with standardised minimum rates. These include added development costs and impacts on affordability. Minimum parking rates can incentivise car ownership and use, which impedes sustainable transport objectives.

The Parking Strategy seeks to ensure that on-site parking in new development meets the diverse needs of residents. This also means that where sustainable travel options are available, on-site parking could be reduced to offer residents greater choice. A Parking Overlay (PO) is the appropriate planning tool to set car parking rates that respond to the transport and land use context. Some municipalities in Melbourne that use POs in public transport rich locations[71] have opted for a maximum of one parking space per dwelling (often regardless of number of bedrooms).

In 2023, Brimbank applied POs the Sunshine and St Albans Activity Centres via amendment C216. As part of this amendment, parking minimums were reduced to reflect actual generated demand. The strategic work undertaken for the amendment suggested that applying a maximum rate in these areas would be premature. This Strategy therefore recommends investigating revised minimum rates in other substantial change areas.

Reduced parking rates may also be suitable for diverse housing typologies where residents are demonstrated to have a reduced levels of individual car ownership, such as young adults living out of home and older age groups.[72] In circumstances where reduced parking rates are recommended, this should be accompanied by other statutory and non-statutory mechanisms to encourage sustainable transport choices including car share schemes, increased bicycle parking requirements, and on-street parking restrictions, as appropriate.

Further strategic work is needed to identify appropriate parking rates for each substantial change area. This should take into consideration the likely car parking demand generated by various dwelling typologies, the quality and accessibility (by walking and cycling) of the public transport in the areas and the availability of car parking in the area.

Development should also be located to take advantage of proximity to public transport and active transport routes (as per the RDF).

Objectives

To encourage and incentivise the use of sustainable transport options in public-transport-rich areas.

Actions

Investigate applying the Parking Overlay to set a reduced requirement for car parking in appropriate substantial change areas.

[70] A permit can be obtained to vary this minimum requirement, but this requires justification by the applicant to support the variation. A permit may allow more than the maximum. Decision-makers should take into consideration the particular characteristics of the development, the typical residents and likely car parking demands generated, the availability of car parking in the locality and whether the development includes bicycle and motorcycle parking.

[70] Melbourne City Council inner city areas, Moonee Valley's Moonee Ponds Activity Centre area, and Maribyrnong's Footscray Metro Activity Centre outer Parking Precinct specify a maximum and a minimum, with a maximum of 1 space per 1-2 bedroom dwellings, and 1.5 for 3 bedrooms or more.

[72] Loader C (2021), 'How has motor vehicle ownership changed in Australian cities for different age groups?' Charting Transport blog, https://chartingtransport.com/.



Attachment 13.6.5

DOMINANT PARKING AREA, WILLATON STREET, ST ALBANS

Implementation

The objectives and actions of the Strategy will be implemented through a range of actions. The Implementation Plan and the associated Action Plan include many actions that can be implemented via the Brimbank Planning Scheme.

Council, as the planning authority, will lead preparation of a Planning Scheme Amendment (PSA). Planning Scheme changes must be strategically justified. This Strategy (along with the supporting background documents) provide much of this strategic justification for the PSA. In some instances, further investigation will be required before new policy can be strategically justified. Where further investigation is required, it is identified in the Action Plan.

Other actions, such as advocacy actions, are identified in the Action Plan, but their implementation will require further consideration. Council will take a lead role in these advocacy actions; however, partnerships with government, agencies and the community will also be important.



GERAGHTY COURT, KEILOR DOWNS

Planning Policy Framework

Brimbank's PPF sets out Brimbank's Municipal Strategic Statement (MSS) and provides State, regional and local policies relating matters relevant to housing and neighbourhood character.

Clause 21 is the MSS. It sets the context for planning and development in Brimbank, including Brimbank's vision and strategic directions. Strategic directions related to the built environment (Clause 21.06) and housing (Clause 21.07) and the Residential Framework (Clause 21.07-5) are most relevant to this Strategy.

These clauses and associated plans of the PPF will be updated to better reflect the vision and themes of the Housing and Neighbourhood Character Strategy.

Policy within the planning scheme directs decision-makers and permit applicants to give weight to certain matters when considering how to use or develop land. It is important that local policy does not simply duplicate or restate State policy.[73] As such, policy changes are only recommended in the Action Plan where they will provide more locally specific guidance to decision-making.

New and amended policy will be prepared following consultation on this Strategy, and the new PPF will be exhibited as part of the formal PSA process.

Brimbank's Planning Scheme structure is due to be updated to the new format PPF. Currently, a PSA to update Brimbank's Planning Scheme is under consideration by State government.

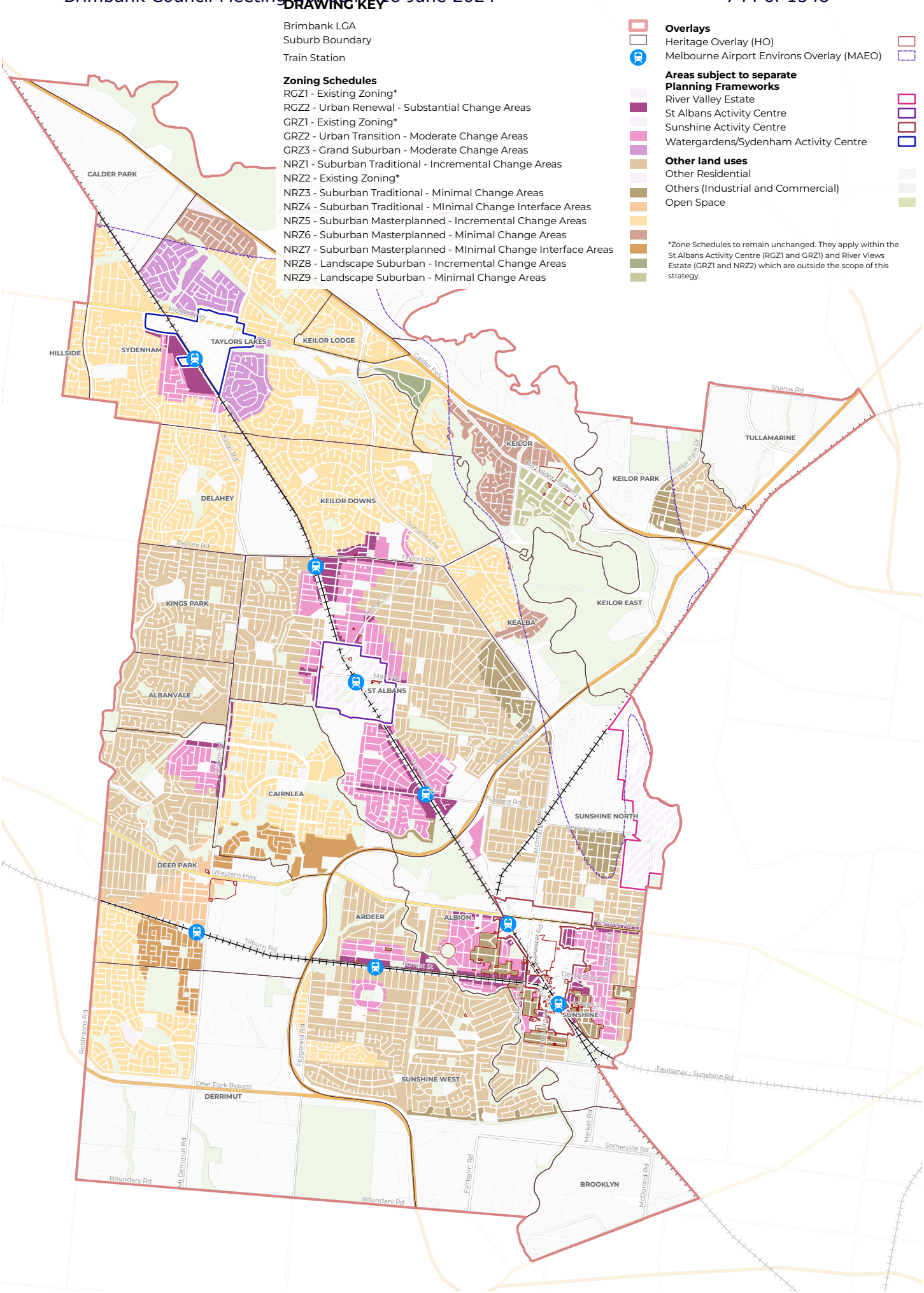
Residential Zones and Schedules

Residential zones and schedules are proposed to implement the change settings identified in the RDF and the preferred character of each neighbourhood precinct described in this Strategy.

Multiple zone schedules are required to reflect the different development outcomes expected when change and preferred character objectives are brought together.

Individual zone schedules that set out objectives, ResCode variations and other requirements and guidelines will be prepared following consultation on this Strategy. The proposed schedules will be exhibited as part of the formal PSA process.

[73] Brimbank's Planning Scheme translation to the PPF format is still pending approval by the Minister for Planning. The exhibited version of the PPF is used as the basis for this Implementation Plan. Delivered across Brimbank.



Attachment 13.6.5

91 FIGURE 20. RESIDENTIAL DEVELOPMENT FRAMEWORK

Summary of Proposed Zones and Schedules

RGZ2 Urban Renewal
Substantial Change Areas

- Areas rich in amenity—immediately surrounding train stations and activity centres and along key road and rail interfaces.
- Low-scale housing will give way to relatively dense, urban forms (up to 4 storeys) that enable more people to easily access goods, services and transport.

GRZ2 Urban Transition
Moderate Change Areas

- Areas of transition outside the immediate surrounds of train stations and activity centres, but often still within the walkable catchments.
- Low-scale housing will gradually change to units, townhouses and low-scale apartments, enabling more residents to live in relatively close proximity to amenities.

GRZ3 Grand Suburban
Moderate Change Areas

- Recently developed areas of grand dwellings, with less access to activity centres and public transport.
- Expected to change slowly. May be renovated or replaced by newer homes or units, and may accommodate small second dwellings.

NRZ1 Suburban Traditional
Incremental Change Areas

- Areas outside of the walkable catchments of activity centres and train stations.
- The traditional character will change gradually, likely accommodating low-scale replacement dwellings, additional dwellings, dual-occupancies, villa units and some townhouses.

NRZ3 Suburban Traditional
Minimal Change Areas

- Areas with Suburban Traditional characteristics affected by the HO, MAEO or around industrial land where some growth is appropriate.
- Dwellings may be replaced by similar low-scale dwellings, but growth will be limited.

NRZ4 Suburban Traditional
Minimal Change Interface Areas

- Areas with Suburban Traditional characteristics within the surrounds of industrial land, where further growth is not appropriate.
- Dwellings may be replaced by similar low-scale dwellings, but growth and subdivision will be limited.

NRZ5 Suburban Masterplanned
Incremental Change Areas

- Recently developed areas of detached and semi-detached homes, generally far from activity centres not well served by public transport.
- Expected to change slowly, but may see development in the form of newer homes and low-scale units (up to two storeys) and small second dwellings.

NRZ6 Suburban Masterplanned
Minimal Change Areas

- Areas with Suburban Masterplanned characteristics affected by the MAEO or around industrial land where some growth is appropriate.
- Dwellings may be replaced by similar low-scale dwellings, but growth will be limited.

NRZ7 Suburban Masterplanned
Minimal Change Interface Areas

- Areas with Suburban Masterplanned characteristics within the surrounds of industrial land, where further growth is not appropriate.
- Dwellings may be replaced by similar low-scale dwellings, but growth and subdivision will be limited.

NRZ8 Landscape Suburban
Incremental Change Areas

- Areas of grand homes in a variety of architectural styles with predominant landscaping and tree coverage.
- Expected to change slowly. Existing homes may be renovated or replaced by newer homes or low-scale units (up to two storeys). May accommodate small second dwellings. New development will seek to retain existing mature trees.

NRZ9 Landscape Suburban
Minimal Change Areas

- Areas with Landscape Suburban Characteristics affected by the MAEO.
- Dwellings may be replaced by similar low-scale dwellings, but growth and subdivision will be limited.

Overlays

Overlays provide further control and guidance on specific matters. The HO and the MAEO are existing overlays that play an important role in the implementation of the Strategy.

Additional overlays applied to industrial land are not recommended at this time, but the Strategy recommends investigating the application of further policy and controls to prevent housing growth within a certain distance of industrial areas, landfills and MHFs. Residential zone schedules are also proposed to be used to manage potential land use incompatibility in the advisory areas of MHFs.

In relation to car parking, this Strategy recommends investigating revised minimum rates in substantial change areas not already covered by POs.

Other Actions

Other actions that are not implemented via the planning scheme, such as advocacy, education, investment and demonstration actions are important. These are identified generally in the Action Plan, but their implementation will require further consideration by Council.

Action Plan

The Action Plan identifies the following types of actions:

- **Action:** Can be actioned immediately, as part of the initial PSA to implement the housing and neighbourhood character objectives. The Strategy will provide the necessary level of strategic justification to support the PSA.
- **Investigate:** Requires further investigation to provide the necessary strategic justification to support a PSA.
- **Explore:** Non-planning-scheme-related actions that would contribute to the housing and neighbourhood character vision but that require further exploration and consideration.

Actions that are considered substantial (i.e., key actions that will implement the Strategy) are highlighted. All actions will be subject to obtaining budget and resourcing.

Please note that references to clause numbers use the current VPPF framework. Should the amendment to translate the VPPF to the PPF be approved before the implementation of this Strategy, the changes will be implemented according to the new format.

Action	Type
Planning Policy Framework	
Update Clause 21.01 to include updated demographic and forecast housing needs from the Urban Enterprise Background Analysis.	Action
Update the Strategic Directions relating to housing and built form at Clause 21.03, Clause 21.06 and Clause 21.07 to reflect the general themes and directions from the Strategy.	Action
Replace the Residential Framework at Clause 21.07 (Strategic Framework Plans) with the RDF.	Action
Update Clause 21.07 to include noise attenuation for residential development along major roads and rail interfaces.	Action
Update Clause 21.06 to ensure that redevelopment sites that interface with open space provide an active frontage.	Action
Update Clause 21.06 and 21.07 to provide strengthened guidance regarding high quality, durable building material and design features.	Action
Update Clause 21.07 to reflect the themes and high-level objectives of the Neighbourhood Character Strategy and to list the Strategy as a policy document.	Action
Update Clause 21.07 with new policy that reflects the relevant directions and objectives of the Growth and Diversity themes of the Strategy and to list the Strategy and Mesh Background Report as a policy document. Policy will provide direction on preferred locations for diverse housing types and policy to discourage underdevelopment of land in substantial change areas.	Action
Update Clause 21.07 to provide guidance regarding the preferred locations for affordable housing.	Action
Prepare new policy at Clause 21.07 relating to residential aged care to provide guidance on preferred locations for aged care facilities (identified as large format specialised housing forms in the Strategy).	Action
Review other Clauses in the Brimbank Planning Scheme to remove any redundant or conflicting policies because of the Strategy.	Action
Investigate appropriate targets for proportions of dwellings designed to universal design principles in multi-unit developments.	Investigate

TABLE 9. ACTION PLAN

Action	Type
Zones / ResCode variations	
Apply zones and schedules to implement the change settings in the RDF and the Preferred Character outcomes in the Strategy	Action
Prepare zone schedules with: • Design/neighbourhood character objectives that reflect the Preferred Character descriptions in Appendix 2 • ResCode variations to reflect the development outcomes expected under **Character**. • Minimum subdivision sizes (where required to manage land use compatibility issues identified in the Housing Strategy) • Application Requirements and Decision Guidelines to support objectives and actions in the Strategy	Action
Review zones schedules once Landscaping Guidelines have been prepared.	Investigate
Overlays	
Investigate the heritage significance of Sunshine West to determine whether a HO would be an appropriate planning control.	Investigate
Investigate additional planning policies or controls (e.g., BAO) in areas within WorkSafe's Inner and Outer Planning Advisory Area to the Deer Park MHFs, EPA buffer to the Kealba open landfill	Investigate
Investigate applying the Parking Overlay to set a reduced requirement for car parking in appropriate substantial change areas.	Investigate
Other planning scheme changes	
Include the Housing and Neighbourhood Character Strategy and the Mesh Background Report and Urban Enterprise Background Analysis as background documents at Clause 72.08.	Action
Prepare specific controls (such as DDO or DPO controls) to guide preferred development outcomes for large scale sites currently used for other purposes but zoned for more intensive development.	Investigate
Investigate use of local Vic Smart provisions at Clause 59.15 to provide for a streamlined permit application pathway for straight forward application types.	Investigate
Review the St Albans Structure Plan and associated planning policies in the context of the Strategy to update the planning framework across the St Albans activity centre area and surrounding neighbourhoods.	Investigate
Investigate undertaking further landscaping analysis to develop a set of Landscaping Guidelines that will refine the landscaping outcomes of the zone schedules.	Investigate
Investigate undertaking a holistic review of MUZ sites and develop a comprehensive strategy for their future planning and capacity to support growth and diverse housing typologies.	Investigate

Action	Type
Non planning scheme-related actions	
Develop an internal policy to provide guidance on negotiating affordable housing contributions as part of new development and rezoning that will result in a significant value uplift to landholders.	Explore
Investigate needs and opportunities for specialised housing.	Explore
Explore other ideas, programs and advocacy actions, through investigation of domestic and international case studies, to encourage diverse housing and more affordable housing. Seek to adopt those that would offer benefits to Brimbank.	Explore
Investigate opportunities for alternative housing options within Brimbank.	Explore
Explore opportunities to strengthen sustainable design outcomes via a design excellence review panel (or similar), with ESD experts as members, to provide expert, independent design advice.	Explore
Monitor development in RGZ areas to inform a 5-year review of the planning policy applying to Urban Renewal Areas (RGZ).	Explore

Monitoring and Review

Implementation of the Action Plan will be subject to available resources, priorities, and any emerging issues or opportunities. Where additional resources are required, these will subject to Council's annual budget processes and/or external funding opportunities. The Action Plan will be reviewed annually to monitor progress.

The Strategy will be reviewed within 10 years from the date of Council adoption or if there is a significant shift to the planning policy or legislative landscape, to ensure it takes account of contemporary policy contexts and relevant Council plans, policies and strategies, and is meeting the housing needs of the Brimbank community.

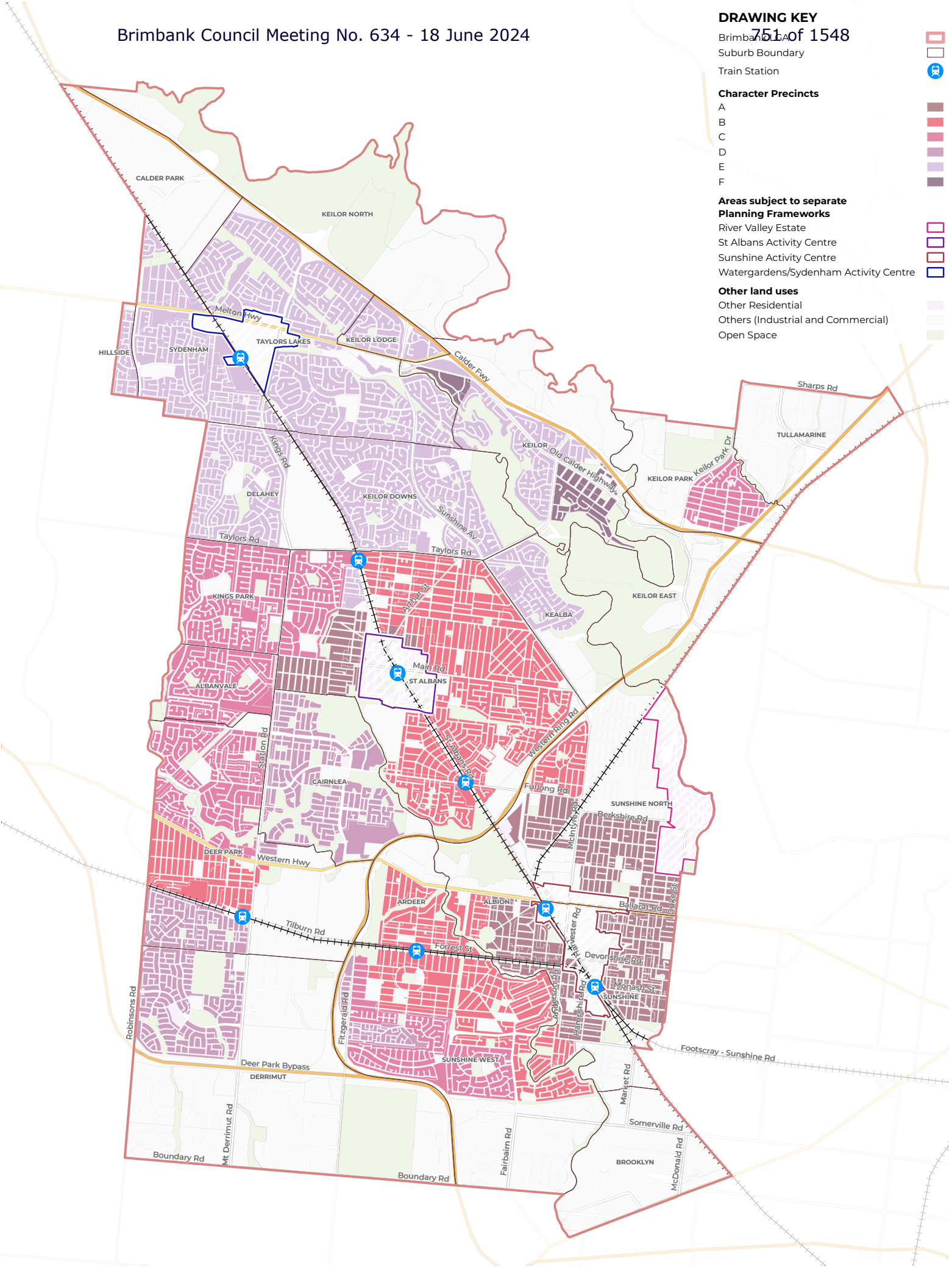


Attachment 13.6.5

TOWNHOUSES, ST ALBANS

Appendix 1

Appendix 1 describes the Existing Character Precincts. The descriptions draw on the Mesh Background Report analysis, site visit observations and analysis of sample sites in each Precinct.



Attachment 13.6.6

FIGURE 21. NEIGHBOURHOOD CHARACTER PRECINCTS

Precinct A

Brimbank's most 'traditional' neighbourhoods developed around the Sunshine and St Albans train stations. They are characterised by low-scale housing in closely gridded streets. More than any other Precinct, Precinct A is undergoing change in the form of distributed infill development, resulting in a clear distinction between the character of traditional housing forms and newer development.

Precinct A is characterised by varied, traditional low-scale housing typologies set within the distinctive subdivision pattern of the original industrial worker estates. The traditional housing form is predominantly small to medium single-storey detached homes of brick or weatherboard. Moderate front, side, and rear setbacks provide space for low-scale formal gardens and carports/garages that are usually well recessed behind the front of the house. Precinct A also features homes with distinctive details such as sculptural elements.

Several areas in Sunshine and Albion are protected by a Heritage Overlay (HO) that protects the traditional housing and landscape features. Precinct A also contains areas identified as having special or intact character in the Mesh Background Report, including the area west of Perth Avenue in Albion. This area (and a similarly intact area in Precinct B) comprises streets of dwellings with a consistent architectural style, materiality and detailing.

Precinct A's many liveability advantages have made it an attractive location for redevelopment. This includes proximity to transport and activity centres, walkable streets, and access to services and open space. Conversion of single lots (and in a few cases, two lots) into single and double storey villa units (often in a gun barrel or courtyard arrangement) and townhouses are common. Three (or more) storey apartments are present in some locations. Front setbacks of contemporary infill development are often consistent with, or slightly reduced, as compared to traditional housing forms. Site coverage is generally higher than traditional housing, with reduced side and rear setbacks. Fencing and garages/accessways tend to be more dominant features of infill development.

Consistent lot sizes and lot frontages within each street are a feature of the traditional workers' estate (the McKay Estate), which has a street pattern that is predominantly a grid or modified grid. This history can be seen in the layout of Precinct A, with a notable exception being the area to the east of Perth Avenue in Albion where the streets radiate out from the eastern half of Selwyn Park. Despite this past, Precinct A displays the greatest diversity of lot sizes across the Brimbank Precincts, primarily due to infill development that is occurring.

Valued Character Attributes

- References to Brimbank's industrial worker history (housing and street patterns).
- Moderate level of consistency within streets of traditional lot sizes and rhythm and spacing of dwellings.
- Generally varied architectural style[82] and materiality of housing.
- Select areas of consistent architectural style, materiality and detailing (early 20th Century and post-war housing).
- Low-scale formal gardens and landscaping.
- Low-scale fencing, clearly delineating public and private realms.
- Garages not prominent features of the streetscape.





VALUED CHARACTER ATTRIBUTES

Attachment 13.6.6

[82] Varied architectural style means that there are a range of different styles of architecture in the street or neighbourhood, rather than a consistent style.

Precinct A

Character Summary

Locations	• Sunshine (part) • Sunshine North (part)	• Albion • St Albans (part)

Architectural Style

Era of development + housing style	• Mix of eras, including heritage homes and post-war era onwards, generally as detached houses. • Pockets of consistent inter-war housing styles reflective of the industrial worker estate history. • Contemporary infill development in unit or townhouse form.
Materials + form	• Mix of brick and weatherboard materials for traditional housing. • Pitched roofs and eaves common for traditional housing. • Infill development in mix of materials including brick, stone, concrete render and steel and mix of roof forms.

Built form scale + character

Lot size + frontage	• Mixture of lot sizes ranging from under 300sqm to 800sqm. • Smaller lots indicative of recent infill redevelopment.
Height + bulk	• Predominantly single storey for traditional housing. • Infill development predominantly singe/double storey.
Setbacks + Site coverage	• Uniform front setbacks of approx. 6-7m for traditional housing • Side setbacks usually larger on one side (approx. 3m) to accommodate a driveway. • Large rear setbacks provide space for large gardens and relatively low site coverage (20-40%). • Infill development often has reduced front, side and rear setbacks[83] and higher site coverage (60+%).

Gardens + landscaping

Garden styles + locations	• Low-scale formal gardens, with lawns, bushes and small-scale trees.
Fence styles	• Low-scale wooden picket or brick/metal fencing. • Fencing provides clear delineation between public + private realms. • Varied fencing, including higher fencing forms, for infill development.

Access + parking

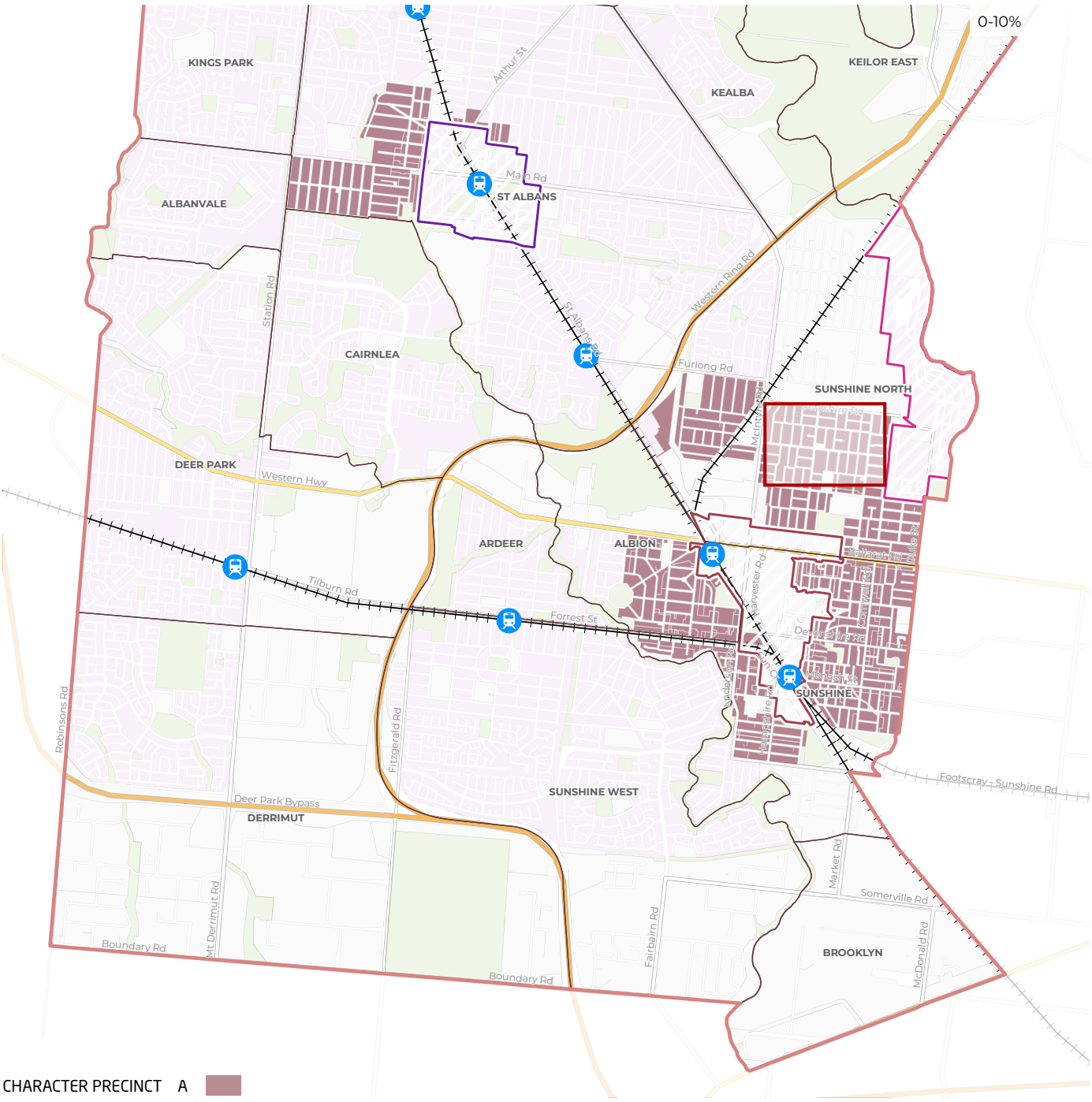
Access + Parking	• Side driveway to a carport/single garage set well behind house for traditional housing. • Infill development often has more dominant garages at the frontage or gun-barrel vehicle access ways to garages. • Apartments with undercroft parking.

Emerging change

Redevelopment and infill types	• Evidence of change and infill development occurring in many streets. • Older-style infill development in form of mid to late-century flats and village units (often on consolidated lots/larger sites). • More contemporary infill in form of gun-barrel/courtyard units or attached townhouses.

[83] As compared to traditional housing in the Precinct.

Precinct A



CHARACTER PRECINCT A

BRIMBANK LGA
SUBURB BOUNDARY
TRAIN STATION
OTHER LAND USES
COMMERCIAL & INDUSTRIAL
OPEN SPACE

LOT COVERAGE



COVERAGE
90 - 100%
80 - 90%
70 - 80%
60 - 70%
50 - 60%
40 - 50%
30 - 40%
20 - 30%
10 - 20%
0 - 10%

LOT FRONTAGE



FRONTAGE (M)
0 - 7
7 - 16
16 - 20
20 - 30
30+

FIGURE 22. CHARACTER PRECINCT A

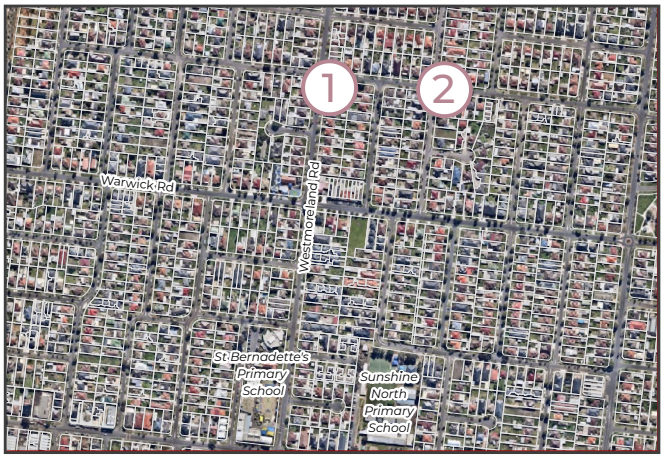
Precinct A



1 WESTMORELAND RD, SUNSHINE NORTH



2 FERNDALE RD, SUNSHINE NORTH





DETACHED DWELLING, SUNSHINE NORTH



HERITAGE-STYLE DWELLING, ALBION



BRICK DWELLING, ST ALBANS

Precinct B

A precinct comprising many intact streetscapes with low-scale housing of consistent architectural style and detailing, interspersed with more contemporary redevelopment.

Precinct B, more than any other precinct in Brimbank, exhibits a high degree of architectural consistency in its traditional housing. Indicative of the inter- and post-war eras, homes often comprise a distinctive double- or triple-fronted, single-storey design with large windows, porches and decorative chimney features and pitched roof forms. Materiality is typically brick, often with detailed pattern work (with a matching low fence), iron detailing and tiled roofs. These homes sit on similar lot sizes, with uniform front and side setbacks creating a consistency of spacing and rhythm in the streetscape.

A special character area in Sunshine West (comprising Kosky Street, Killara Street and parts of Glengala Road), contains streets that are excellent examples of this intact housing form.

Other architectural styles in the precinct are reflective of late 20th century renovation or replacement of traditional housing stock (often larger, double-storey homes), with some contemporary infill development in the form of single- or double-storey units and townhouses—more frequently around northern parts of St Albans and Sunshine North.

Landscaping is low scale, with lawns and defined garden beds of shrubs and small-scale trees. Fencing is low scale, yet clearly delineates the public realm from the private. Garages are not dominant features of traditional housing (they are usually in the form of carports or set well behind the house), but late century and newer infill forms of development have more prominent garages.

Precinct B has not undergone the same level of change as Precinct A, yet it exhibits many characteristics that would support change, including block sizes and frontages that support unit and townhouse redevelopment.

Valued Character Attributes

- Consistent inter and post-war architectural style, materiality and detailing.
- High degree of consistency of lot sizes, rhythm and spacing within streets of traditional housing.
- Low-scale formal gardens and landscaping.
- Low-scale fencing, clearly delineating public and private realms.
- Garages not prominent features of the streetscape.





VALUED CHARACTER ATTRIBUTES

Precinct B

Character Summary

Locations	• St Albans (part) • Deer Park (part) • Ardeer	• Sunshine West (part) • Sunshine North (part)

Architectural Style

Era of development + housing style	• Post-war era houses, with distinctive double- and triple-fronted designs. • Frequent examples of renovations, extensions, or replacement of dwellings in the 80s/90s. • Occasional examples of contemporary infill development in unit or townhouse form—more frequent in northern St Albans and Sunshine North.
Materials + form	• Brick (often with decorative detailing), large front windows, front porch and pitched, hipped tiled roof forms. • Many traditional homes have been rendered/clad and have added decorative features and window dressings (roller blinds/awnings) • Infill development often in a mix of brick and timber cladding.

Built form scale + character

Lot size + frontage	• Relatively uniform lot sizes within each neighbourhood, ranging from under 500sqm to 800sqm. • Smaller lots indicative of recent infill redevelopment.
Height + bulk	• Predominantly single storey for traditional housing. • Infill development predominantly singe/double storey.
Setbacks + Site coverage	• Uniform front setbacks of approx. 7m for traditional housing • Side setbacks are usually larger on one side to accommodate a driveway. • Large rear setbacks provide space for large gardens and low to moderate site coverage of 30-50%. • Infill development often has reduced front, side and rear setbacks[84] and higher site coverage (60+%).

Gardens + landscaping

Garden styles + locations	• Low-scale formal gardens, with lawns, bushes and small-scale trees. • Frequent examples of concreted front setbacks.
Fence styles	• Low-scale wooden picket or brick/metal fencing. • Fencing provides clear delineation between public and private realms. • Varied fencing, including higher fencing forms, for infill development.

Access + parking

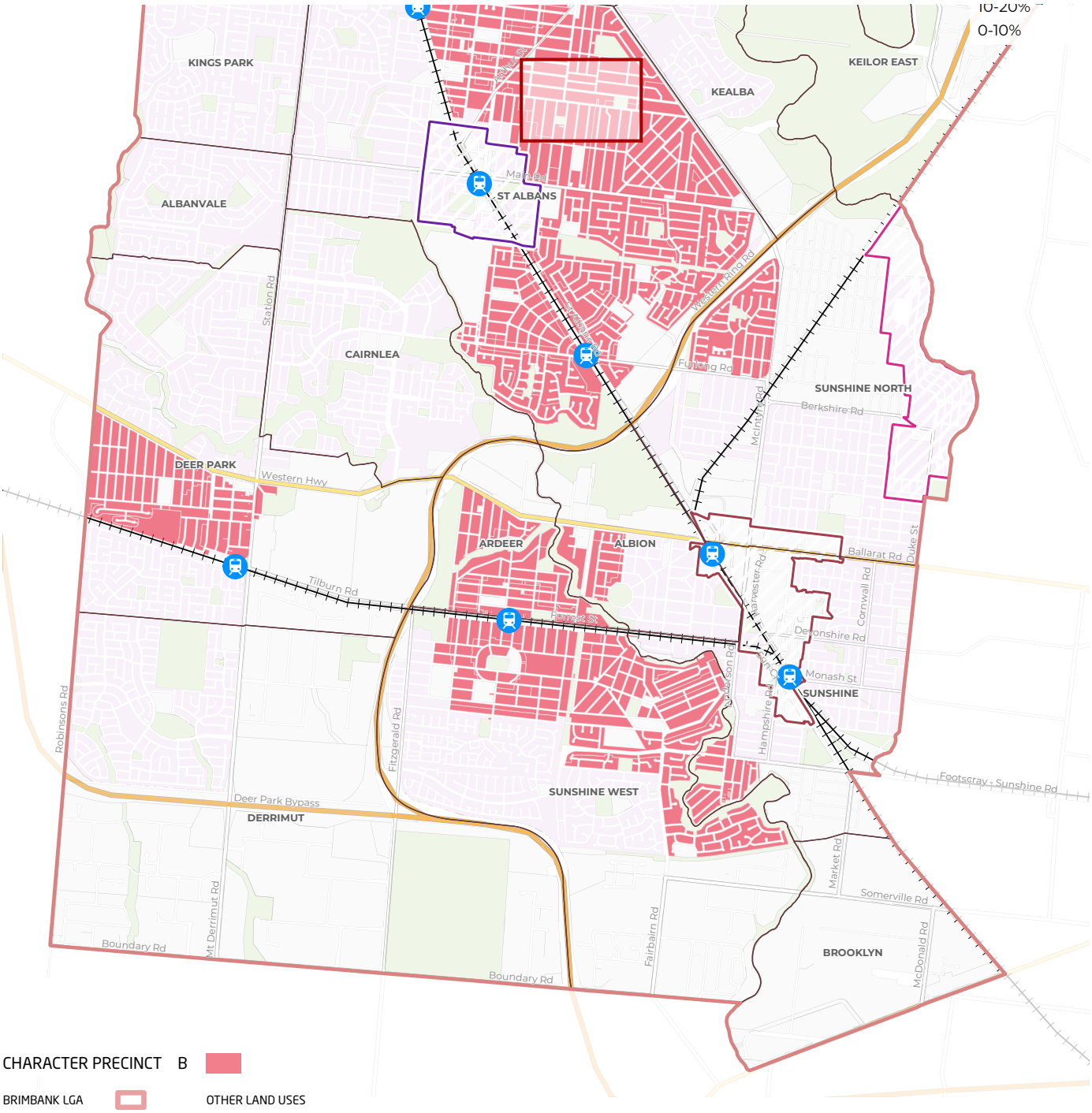
Access + Parking	• Side driveway to a carport/single garage set well behind house for traditional housing or low-scale garages with roller doors (often arched). • Infill development often includes gun-barrel driveways and integrated garages.

Emerging change

Redevelopment and infill types	• Majority of change appears to be renovations/additions to existing housing or replacement of existing dwellings. • Large areas with intact streets of consistent inter and post-war housing styles. • Evidence of contemporary infill development occurring in some streets in form of attached townhouses or battle-axe-style units at rear.

[84] As compared to traditional housing in the Precinct.

Precinct B



CHARACTER PRECINCT B

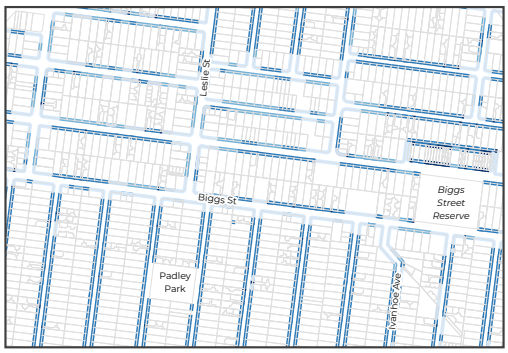
BRIMBANK LGA
SUBURB BOUNDARY
TRAIN STATION
OTHER LAND USES
COMMERCIAL & INDUSTRIAL
OPEN SPACE

LOT COVERAGE



COVERAGE
90 - 100%
80 - 90%
70 - 80%
60 - 70%
50 - 60%
40 - 50%
30 - 40%
20 - 30%
10 - 20%
0 - 10%

LOT FRONTAGE



FRONTAGE (M)
0 - 7
7 - 16
16 - 20
20 - 30
30+

FIGURE 23. CHARACTER PRECINCT B

Precinct B



1 BIGGS ST, ST ALBANS



2 WILLIAN ST, ST ALBANS



TULLOCH STREET, DEER PARK



RYDER STREET, SUNSHINE WEST





BRICK DWELLING, WESTWOOD WAY, ALBION



WEATHERBOARD DWELLING, NORWOOD STREET, ALBION

Precinct C

Characterised by a sense of spaciousness between predominantly single-storey dwellings. Architectural styles are unassuming, with a diversity of materiality and detailing.

Housing is predominantly late 20th century in design and of a consistent scale. Nonetheless, there is diversity in the look and feel of the Precinct C, generated by the details of the homes. A range of materials and colours are used, including different tones of brick and render and specialised detailing and window treatments (roller blinds/awnings). Landscaping and fencing are extremely varied within the same street—some homes have medium height fencing and formal gardens, whereas others have no fencing and simple lawns.

Carparking arrangements are a mix of carports/ small garages behind the homes and dominant garages forward of the building line.

The street network is less uniformly gridded than Precincts A and B, with curved streets creating variation in lot shapes, which in turn has created variation in dwelling siting and interaction with the street. At times, homes present poorly to the street; for example, with garages and air conditioning units prominent or front doors lacking clear definition.

In general, homes within Precinct C are moderately sized on relatively large lots with generous front and rear setbacks, creating a sense of spaciousness. There are very few examples of infill development, with the rare examples generally consisting of single-storey villa units in a gun-barrel or courtyard configuration.

STREETSCAPE, ALBANVALE



DETACHED DWELLING, KINGS PARK



Valued Character Attributes

- Diverse housing styles, materiality, and fencing.
- Low-scale housing—predominantly single storey.
- Sense of spaciousness generated by generous front and rear yards.





VALUED CHARACTER ATTRIBUTES

Precinct C

Character Summary

Locations

- Keilor Park
- Kings Park
- Albanvale
- Deer Park (part)
- St Albans (part)
- Sunshine West (part)

Architectural Style

Era of development + housing style

- Late 20th century houses, in a variety of architectural styles.
- Very few examples of contemporary infill development. The few examples are usually single-storey villa units.

Materials + form

- Brick or render in variety of colours.
- Pitched, tiled roofs, in hipped or gabled form.

Built form scale + character

Lot size + frontage

- Variety of lot sizes, frontages and shapes, reflective of the curved nature of streets.
- Relatively consistent lot sizes of 500–650sqm.

Height + bulk

- Predominantly single storey, with isolated examples of double storey.

Setbacks + Site coverage

- Generally consistent front setbacks, but some homes set at different angles in response to lot shape.
- Side setbacks vary—some have generous setbacks to accommodate a recessed carport/garage; others have garages on boundary walls giving the appearance of zero setbacks when viewed from the street.
- Generally moderate site coverage of 30–50%.

Gardens + landscaping

Garden styles + locations

- Varied landscaping ranging from simple lawns to formal gardens.
- Few large canopy trees despite space for planting.

Fence styles

- Extremely varied approach to fencing from one house to another.
- Fencing ranges from no fencing to medium height fencing, with an eclectic range of materials and designs.

Access + parking

Access + Parking

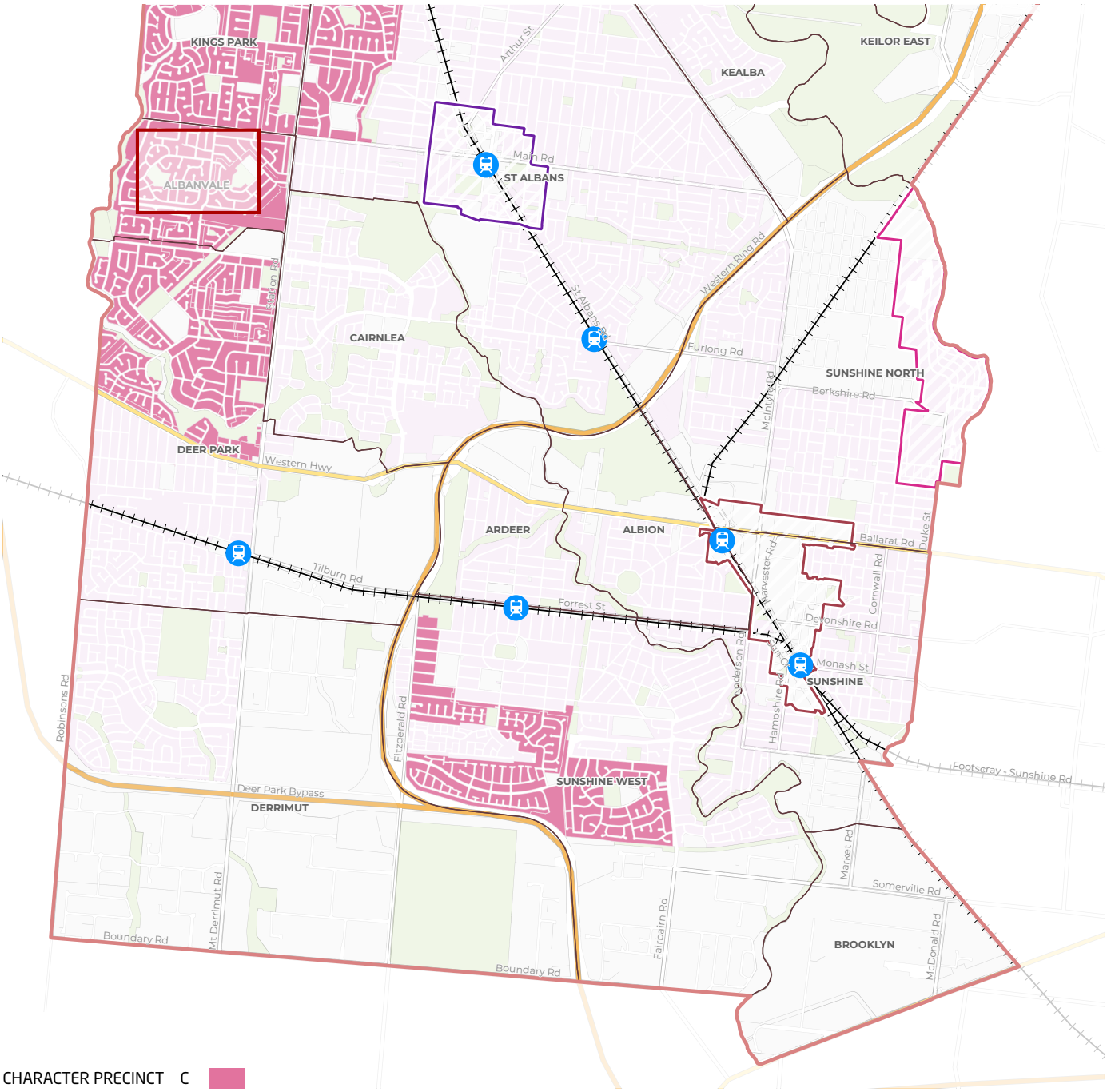
- Mix of carports and more prominent garage doors to the side of houses.

Emerging change

Redevelopment and infill types

- Majority of change appears to be renovations/additions to existing housing.
- The few unit sites appear to be from the same era as detached housing.
- Limited evidence of infill development.

Precinct C



CHARACTER PRECINCT C

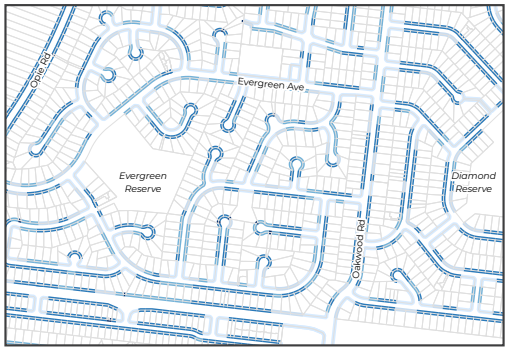
BRIMBANK LGA
SUBURB BOUNDARY
TRAIN STATION
OTHER LAND USES
COMMERCIAL & INDUSTRIAL
OPEN SPACE

LOT COVERAGE



COVERAGE
90 - 100%
80 - 90%
70 - 80%
60 - 70%
50 - 60%
40 - 50%
30 - 40%
20 - 30%
10 - 20%
0 - 10%

LOT FRONTAGE



FRONTAGE (M)
0 - 7
7 - 16
16 - 20
20 - 30
30+

FIGURE 24. CHARACTER PRECINCT C

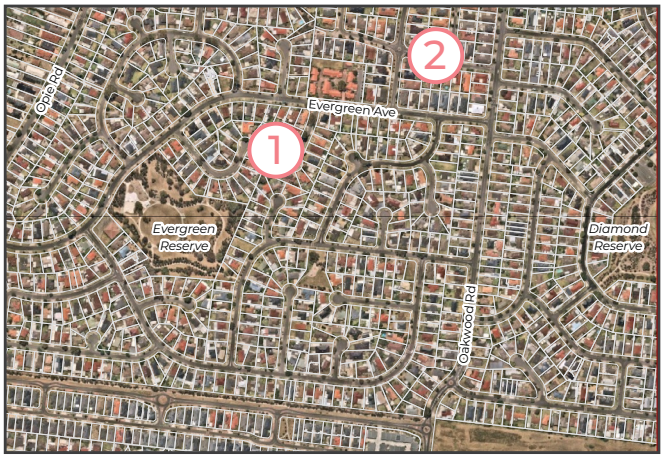
Precinct C



1 WILDWOOD CT, ALBANVALE



2 MAYTAN WAY, ALBANVALE



DETACHED DWELLING, ALBANVALE



UNITS, KINGS PARK





GRAND DWELLING, KINGS PARK



DALTON STREET, SUNSHINE WEST

Precinct D

Contemporary masterplanned estates that offer a diversity of lot sizes, building forms and architectural styles.

Each masterplanned estate generates its own unique character, generally a product of building envelopes and/or design guidelines established by the developer and a modified grid subdivision pattern that responds to landform and site features. Homes are recently built in a variety of architectural styles, ranging from contemporary styles to mock-period styles.

In Derrimut and Cairnlea, lots—while diverse in size—are consistently smaller than the older masterplanned estates of Precincts C and E. These areas feature detached dwellings with frequent pockets of townhouse and unit development.

Building styles, colours and materials in Precinct D are varied and often include integrated garages and dominant driveways. Front setbacks of homes are consistent, yet generally short, and side setbacks are minimal, offering limited space between dwellings and a higher level of site coverage than other parts of Brimbank. Gardens are varied, but generally low scale, and often with no front fencing—yet the distinction between the public and private realm is quite defined.

River Valley Estate is still undergoing development, has an existing planning framework (zones and schedules) and is subject to very detailed design guidelines. As such, it is not included as part of this Strategy.

VELEST STREET, SUNSHINE WEST



CORNER OF CAIRNLEA DRIVE AND EDEN VALLEY ROAD



Valued Character Attributes

- Diverse housing styles, roof forms and materiality.
- Single - and double - storey homes.
- Grander homes along key boulevards and where there are views.
- Low or no front fencing, with formal gardens in a variety of styles.





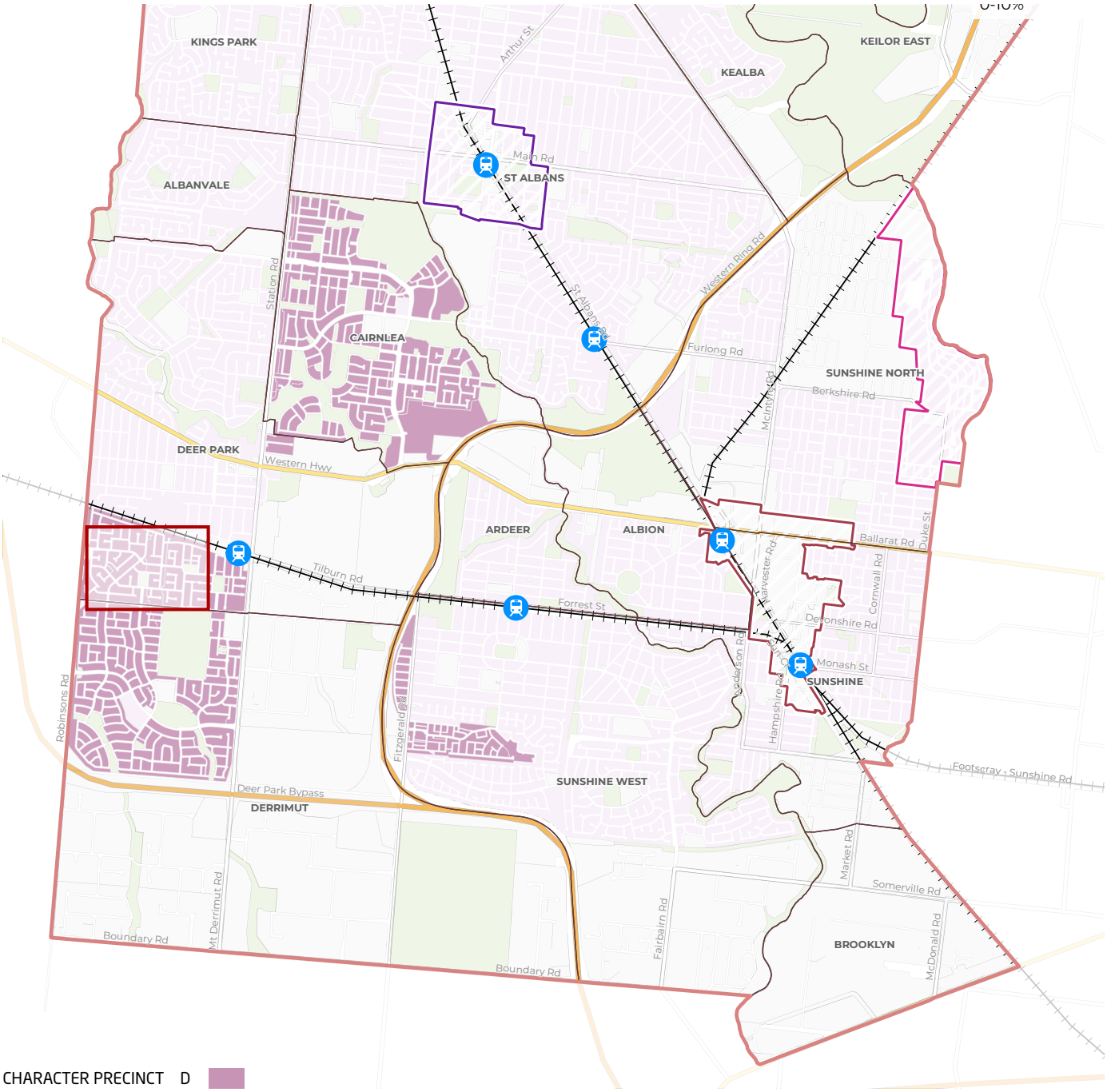
VALUED CHARACTER ATTRIBUTES

Precinct D

Character Summary

Locations	• Sunshine West (part) • Derrimut	• Deer Park • Cairnlea (part)
Architectural Style		
Era of development + housing style	• Recently built homes in a mix of architectural styles, including contemporary and mock-heritage styles.	
Materials + form	• Mix of materials, including brick, render and weatherboard cladding. • Variety of roof forms (pitched, flat, skillion) and materials (tiled, steel); however, tiled, pitched roofs dominate.	
Built form scale + character		
Lot size + frontage	• Mixture of lot sizes and frontages. • Concentrated areas of small lots (below 300sqm) in some areas, developed as medium-density housing.	
Height + bulk	• Mixture of single- and double-storey homes, with grander-scale homes concentrated on key boulevards. • Some medium density housing sites are 3-4 storeys.	
Setbacks + Site coverage	• Front setbacks are consistent within each neighbourhood. Relatively short front setbacks in some areas (e.g., Cairnlea), with greater setbacks in others. • Minimal side and rear setbacks, resulting in a moderate to high level of site coverage (50+%).	
Gardens + landscaping		
Garden styles + locations	• Diverse formal landscaping, usually low scale, with small trees. • Very few canopy trees, other than in the street.	
Fence styles	• Generally low or no front fencing. • Use of retaining walls in some areas to delineate public and private realms.	
Access + parking		
Access + Parking	• Garages integrated into housing form.	
Emerging change		
Redevelopment and infill types	• Recently developed estates. As such, limited change occurring. • More contemporary medium-density development in the form of attached townhouses or battle-axe-style units at rear	

Precinct D



CHARACTER PRECINCT D

BRIMBANK LGA
SUBURB BOUNDARY
TRAIN STATION
OTHER LAND USES
COMMERCIAL & INDUSTRIAL
OPEN SPACE

LOT COVERAGE



COVERAGE
90 - 100%
80 - 90%
70 - 80%
60 - 70%
50 - 60%
40 - 50%
30 - 40%
20 - 30%
10 - 20%
0 - 10%

LOT FRONTAGE



FRONTAGE (M)
0 - 7
7 - 16
16 - 20
20 - 30
30+

FIGURE 25. CHARACTER PRECINCT D

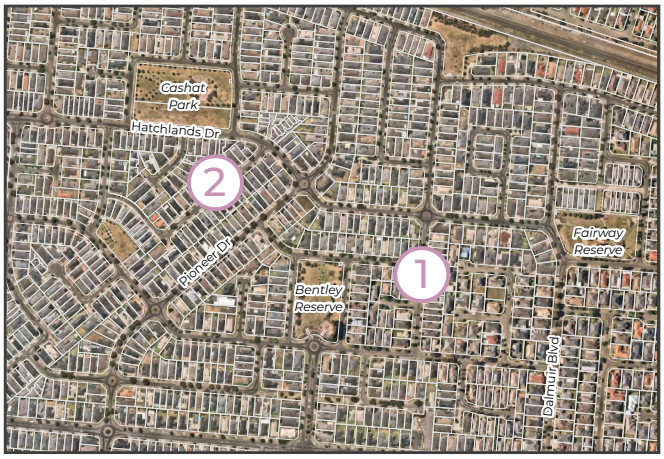
Precinct D



1 EDMONDSHAW DR. DEER PARK



2 LONGFIELD WAY. DEER PARK



TOWNHOUSES, CAIRNLEA



PARRY DRIVE, SUNSHINE WEST



DUPLEX, DEER PARK





TOWNHOUSES, CAIRNLEA



STREETSCAPE, DEER PARK

Precinct E

Characterised by the curvilinear masterplanned design approach of the late 20th century, neighbourhoods vary in terms of housing scale and design, but generally comprise larger homes on large lots.

Architectural styles vary greatly from house to house within the same street, with examples of contemporary design sitting adjacent to mock-heritage homes. Nonetheless, each neighbourhood exhibits a consistency of character based on the scale and siting of housing, and the general approach to housing form, garage configuration and landscaping.

Garages, generally double and integrated into the housing design, avoid being a dominate feature of the streetscape due to well-articulated built form and formal landscaping in generous front yards. Decorative features are common, with house façades often featuring varied use of large windows, decorative fenestration, porch/balcony treatments, arches and multiple roof forms, and landscaping incorporating decorative paving, rock and hedging treatments.

Contemporary townhouse development of two and three storeys is emerging closer to activity centres, particularly to the west of Watergardens. While infill redevelopment remains rare, the scale of homes and generous backyards may support alternative housing forms such as small second dwellings.

DUPLEX, SYDENHAM



STREETSCAPE, TAYLORS LAKES



Valued Character Attributes

- Large-scale homes on generous lots, including streets where double storey predominates.
- Diverse architectural styles, roof forms and materiality.
- Decorative architectural flourishes and features.
- Generous front and rear setbacks contribute to a sense of spaciousness.
- Low or no front fencing, with formal gardens in a variety of styles.





VALUED CHARACTER ATTRIBUTES

Precinct E

Character Summary

Locations

- Taylors Lakes
- Sydenham
- Keilor Lodge
- Keilor Downs
- Kealba
- Hillside
- Delahey
- St Albans (part)
- Keilor (part)

Architectural Style

Era of development + housing style

- Late 20th century to early 2000s houses, in variety of architectural styles.
- Many grander homes adopt a mock-heritage style.

Materials + form

- Mixture of brick, stone and render in a variety of colours. Timber accents in some designs.
- Variety of roof forms (pitched, flat, skillion); however, tiled, pitched roofs dominate.
- Facades are often well-articulated; use of eaves varies considerably.

Built form scale + character

Lot size + frontage

- Mixture of lot sizes and frontages; however lots of 500–800sqm dominate.
- Concentrated areas of small lots (below 300sqm) particularly around Watergardens, developed as medium-density housing.
- Larger lots generally north of Melton Highway.

Height + bulk

- Mixture of single- and double-storey homes.
- Many streets feature grand, large-scale double-storey homes, particularly north of Melton Highway.
- Some medium-density housing sites are 2-3 storeys.

Setbacks + Site coverage

- Minimal side setbacks.
- Generous front and rear setbacks create a low to moderate level of site coverage (50-60%).

Gardens + landscaping

Garden styles + locations

- Diverse formal landscaping, incorporating areas of lawn and medium-sized trees.

Fence styles

- Low or no front fencing.
- Landscaping treatments (hedging, paving) used to delineate public and private realms.

Access + parking

Access + Parking

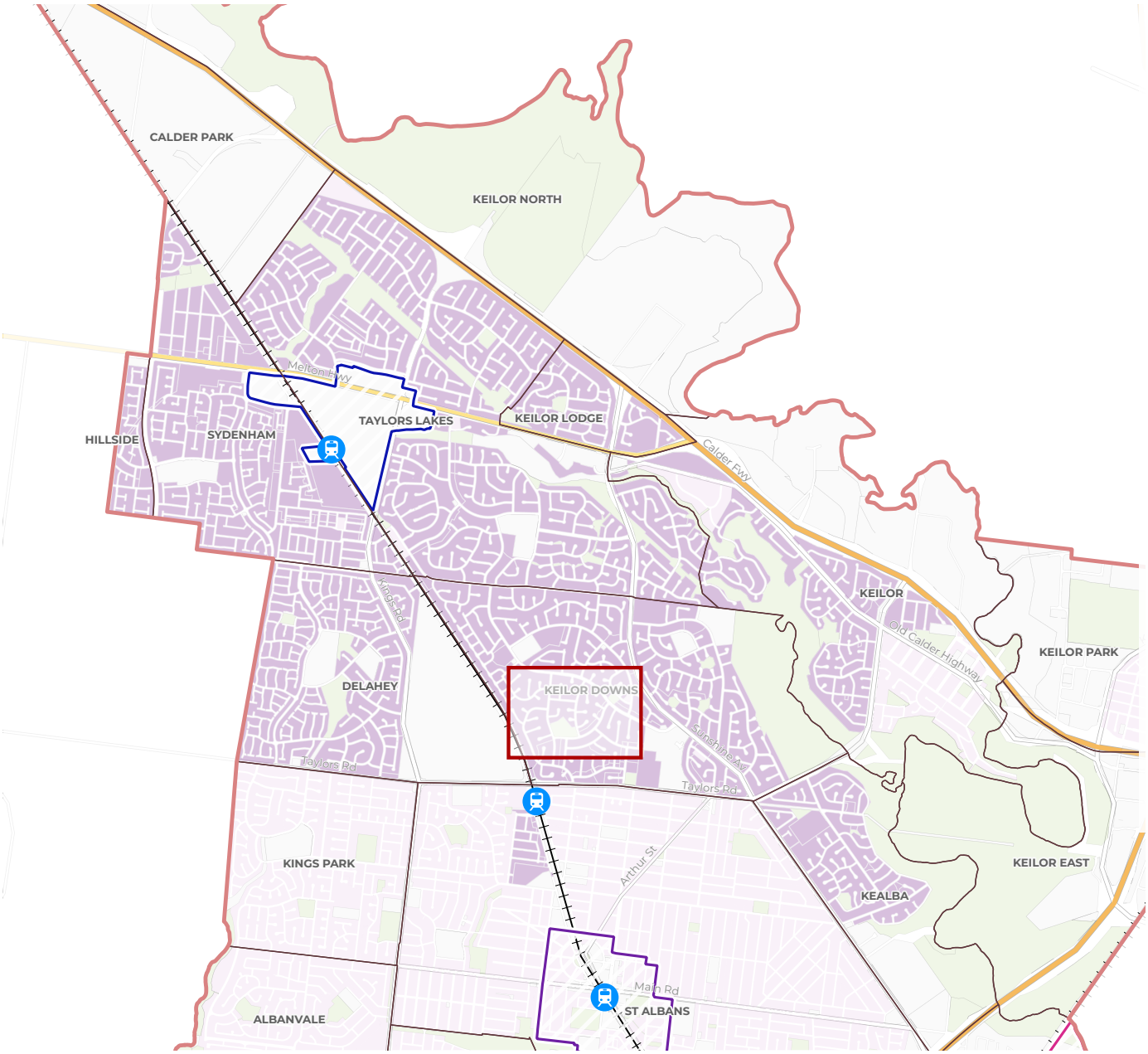
- Double garages integrated into housing form.

Emerging change

Redevelopment and infill types

- Limited change occurring in most neighbourhoods. Isolated examples of unit development.
- Medium-density development concentrated around Watergardens area, in a variety of forms, including villa units, attached town houses and three-storey apartments.

Precinct E



CHARACTER PRECINCT E

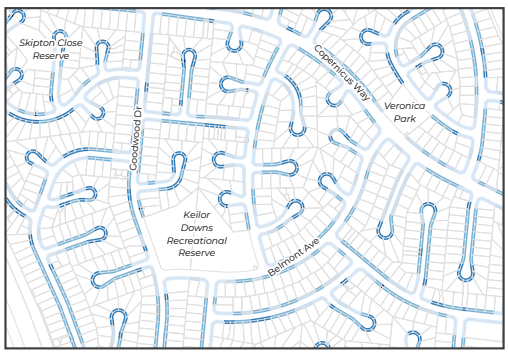
BRIMBANK LGA
SUBURB BOUNDARY
TRAIN STATION
OTHER LAND USES
COMMERCIAL & INDUSTRIAL
OPEN SPACE

LOT COVERAGE



COVERAGE
90 - 100%
80 - 90%
70 - 80%
60 - 70%
50 - 60%
40 - 50%
30 - 40%
20 - 30%
10 - 20%
0 - 10%

LOT FRONTAGE



FRONTAGE (M)
0 - 7
7 - 16
16 - 20
20 - 30
30+

FIGURE 26. CHARACTER PRECINCT E

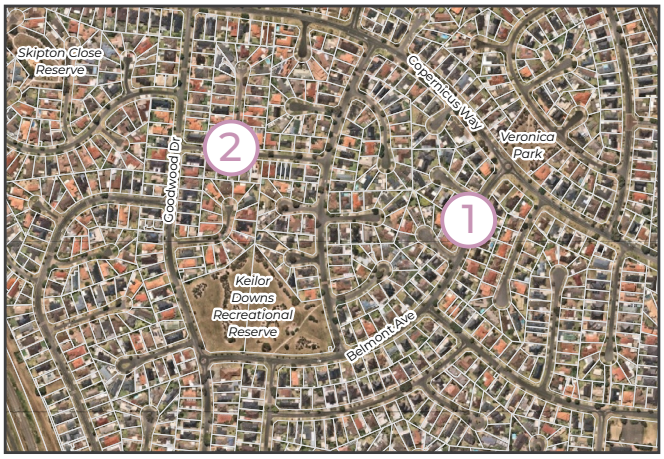
Precinct E



1 BELMONT AVE, KEILOR DOWNS



2 BELLEVUE DR, KEILOR DOWNS



GRAND DWELLING, SYDENHAM



STREETSCAPE, KEILOR





GRAND BRICK HOUSE, KEALBA



DETACHED DWELLING WITH SIGNIFICANT LANDSCAPING, HILLSIDE

Precinct F

Diverse, grand homes situated in a landscaped setting, with the topography often shaping housing design and siting.

Precinct F exhibits varied architectural styles, building eras and materiality, as housing has been renovated and replaced over time. Nonetheless, large-scale, detached homes of single or double storey predominate, with few examples of unit developments. Dwellings generally have articulated façades with large windows to take advantage of views. Garages and driveways are frequently dominant features of the front setback, often due to the slope of land.

The defining characteristic of this small precinct is the slope-responsive built form and highly vegetated streetscapes, consisting of a mixture of well-maintained informal and manicured front gardens with mature vegetation and canopy trees.

In steeply sloping areas, homes on the more elevated side of the road are built up high, with extensive use of retaining walls and stepped housing and garden designs. Homes on the low side sit below the road level and are often not visible, other than the roof form, from the street.

In flatter areas, landscaping in the generous front and side setbacks includes expanses of lawn, with large canopy trees and vegetation of mixed species. Where side setbacks have been reduced, this has disrupted the spacious and landscaped character of the area.

Petrik Drive in Keilor was identified as a special character area in the Mesh Background Report, given that the area exhibits a high degree of consistency in architectural style, spacing and landscaping. Upon further investigation during preparation of this Strategy,[85] it was determined that Petrik Drive, while initially nominated as part of Precinct E, exhibits characteristics of Precinct F. As a result, it has been reclassified. Reclassification means that a more suitable set of planning controls will be applied to this area.

Valued Character Attributes

- Landscape-dominated character.
- Grand-scale, slope-responsive, often multi-storey.
- Varied yet generous side and rear setbacks.
- Low or no front fencing, with formal gardens in a variety of styles.





VALUED CHARACTER ATTRIBUTES

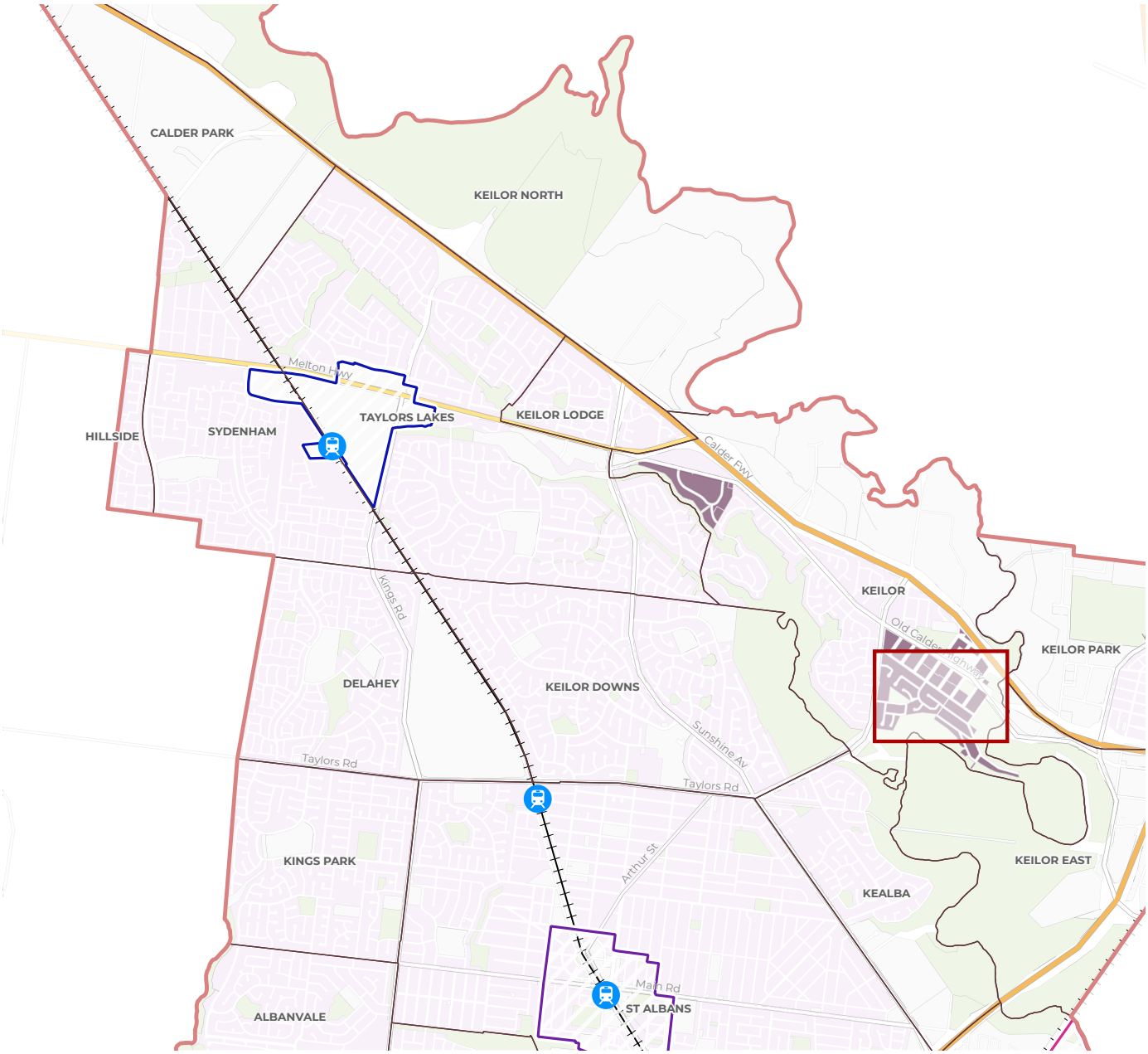
[85] Including additional site inspections.

Precinct F

Character Summary

Locations	• Keilor (part, including Petrik Drive area)
Architectural Style	
Era of development + housing style	• Mix of late 20th century and more recently built homes in a variety of architectural styles, including contemporary and mock-heritage styles. • Predominantly grand, detached homes on large lots.
Materials + form	• Mix of materials, including brick, render, stone and weatherboard cladding. • Variety of roof forms (pitched, flat, skillion) and materials (tiled, steel).
Built form scale + character	
Lot size + frontage	• Generally larger lots of 500–800sqm, with examples of up to 2000sqm.
Height + bulk	• Mixture of single- and double-storey homes, with multi-storey homes stepping with the slope.
Setbacks + Site coverage	• Front setbacks are varied in response to topography, yet frequently generous. • Generous side setbacks. • Low to moderate site coverage (20-50%).
Gardens + landscaping	
Garden styles + locations	• Diverse formal and informal landscaping, incorporating mature vegetation and canopy trees. • Gardens are frequently 'stepped' with the topography.
Fence styles	• Generally no or low front fencing. • Isolated use of higher front fencing forms. • Use of retaining walls in some areas delineate public and private realms.
Access + parking	
Access + Parking	• Garages integrated into housing form for more recent development. • Carports frequently used for older housing styles.
Emerging change	
Redevelopment and infill types	• Replacement and renovation of housing has occurred. Limited infill development.

Precinct F



CHARACTER PRECINCT F

BRIMBANK LGA
SUBURB BOUNDARY
TRAIN STATION
OTHER LAND USES
COMMERCIAL & INDUSTRIAL
OPEN SPACE

LOT COVERAGE



COVERAGE
90 - 100%
80 - 90%
70 - 80%
60 - 70%
50 - 60%
40 - 50%
30 - 40%
20 - 30%
10 - 20%
0 - 10%

LOT FRONTAGE



FRONTAGE (M)
0 - 7
7 - 16
16 - 20
20 - 30
30+

FIGURE 27. CHARACTER PRECINCT F

Precinct F



1 FLORA ST, KEILOR



2 BLAIR CT, KEILOR



CHURCH STREET, KEILOR



FEATHERTOP DRIVE, KEILOR





LANDSCAPED DWELLING, KEILOR



DWELLING WITH MIXED MATERIALITY, KEILOR

Appendix 2

Appendix 2 describes the Preferred Character Precincts in more detail.

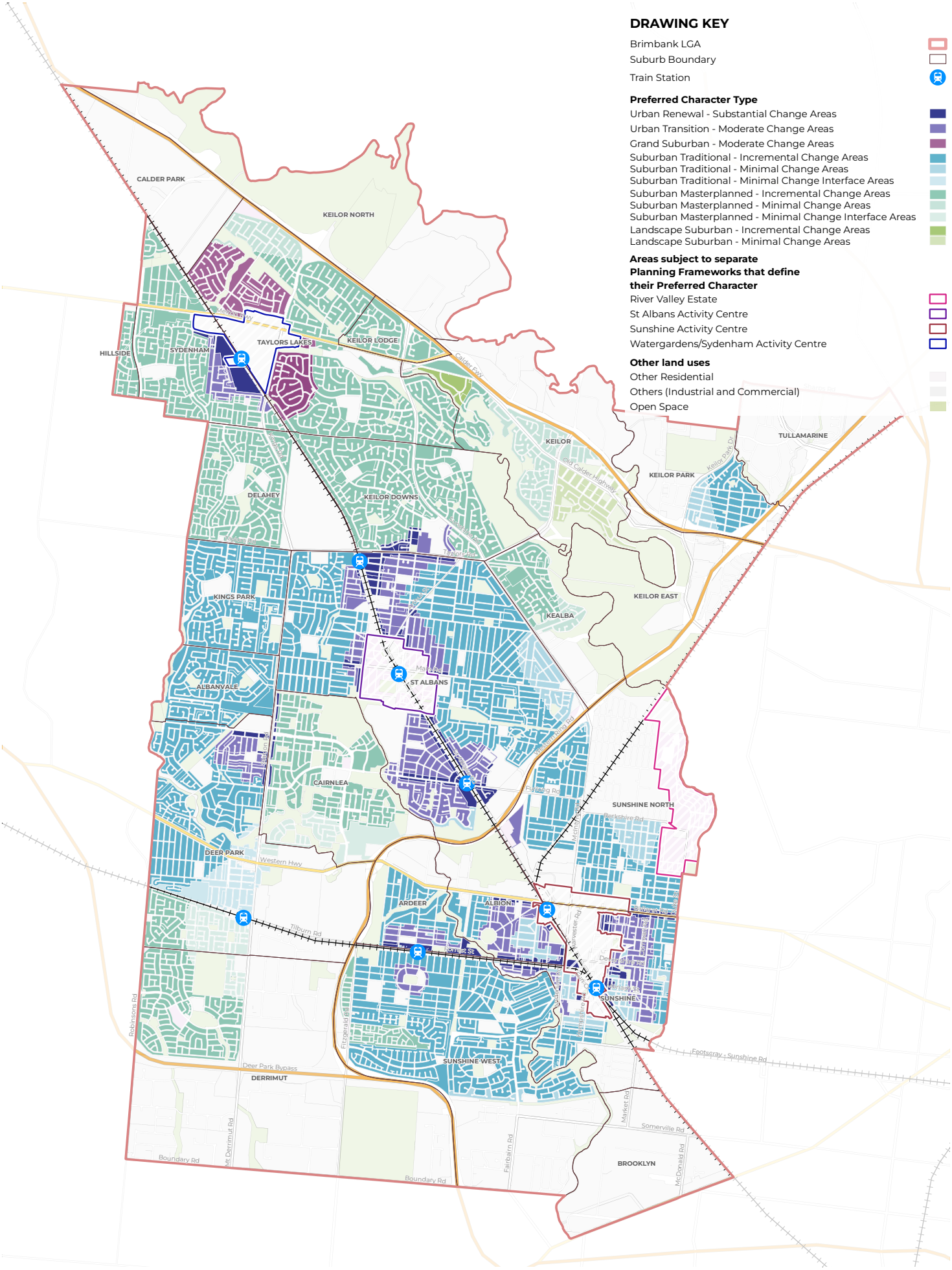


FIGURE 28: PREFERRED CHARACTER

Urban Renewal

RGZ2 – Substantial change



Areas immediately surrounding train stations and activity centres, and along key road and rail interfaces, have been identified for substantial change (RGZ) due to locational and liveability advantages, and where the type of interface makes an area suitable for a change in character.

The existing, predominantly low-scale nature of housing in these areas will fundamentally change over time, with infill development of units, apartments and housing forms of up to four storeys on larger consolidated lots. Areas of RGZ around the Sunshine MeAC and other large-scale development will also act as a transition between taller buildings (of up to 9 storeys in the MeAC) and the lower-scale development of surrounding residential neighbourhoods.

Reduced street setbacks in the order of 4 metres will allow for a new streetscape character. Variations to side setbacks will support well designed, efficient apartment buildings and avoid tiered upper storeys. Where suitable, walls on boundaries will be used to manage the impacts to existing residences.

Although neighbourhood character is not a consideration in these areas, Brimbank has a rich history shaped by its industrial heritage and an identity shaped by immigration and multi-culturalism. High quality new development should be encouraged to reference and complement the local context through contemporary design and materiality.

Designs will be innovative, providing a strong, activated sense of address to the street. Garage and vehicle access dominance will be minimised through limiting the number of vehicle crossings to one per site. Building and siting orientation will address the streetscape, reduce overlooking conflicts and provide clearly defined entrances, windows and balcony treatments. Site services such as lifts, bins, mailboxes, utility meters, will be visually integrated with the development. Fencing will be low scale, except along higher order roads and rail interfaces, where higher fencing in the order 1.5 metres will offer amenity protection, balanced with upper storey activation (windows, balconies).

While it is challenging to balance meaningful landscaping with efficient development outcomes on mid-scale development sites, urban-scale landscaping that provides some softening of built form and support a canopy tree will be required. A canopy tree of approximately 6 metres high is encouraged within the site frontage and along shared driveways. Appropriate setbacks will allow for the retention of existing canopy trees and planting of new canopy trees and landscaping.

RGZ land within the St Albans Structure Plan Area will continue to use the existing RGZ1.

Urban Transition

GRZ2 – Moderate change



Outside the immediate area of the stations, and within local streets, areas will progressively change over time, with existing housing added to or replaced by units, townhouses and some low-scale apartments of up to three storeys (GRZ). These areas will offer a transition between the more intensive building forms in the immediate surrounds of the activity centres (RGZ areas) and the incremental and minimal change areas in surrounding residential neighbourhoods.

Development will exhibit consistent front setbacks, albeit slightly reduced from what currently exists in some areas, to support denser housing forms. However, the spacing between dwellings will generally be respected even though the heights and intensity of development may increase. Side setbacks on one side of the lot will be larger than the other, where this rhythm of housing predominates.

Architectural styles will be varied, yet contemporary, avoiding mock-heritage allusions. However, new development in intact areas of consistent architectural style will be encouraged to provide contemporary references to traditional architectural styles such as windows, porches, materiality and detailing.

Space for landscaping, including canopy trees in front gardens, will be provided to soften built form and to contribute to an enhanced treed streetscape character.

Where new development abuts open space, it should be designed to provide a positive, active interface to that space. Where development currently backs on to open space with rear fences, redevelopment is an opportunity to improve the relationship between development and open space.



Attachment 13.6.6

Grand Suburban

GRZ3 – Moderate change



The preferred character of the Grand Suburban area will be similar to that of the Suburban Masterplanned area, except it will permit higher-scale and bulkier development of up to three storeys, in recognition of the grand scale of many of the existing dwellings in the area.[87]

As above, the recently developed masterplanned character of this area is expected to change very slowly. Existing homes may be renovated or replaced by newer homes or units, and small second dwellings may be added where space permits in larger rear setbacks.

Development will be up to three storeys and will generally maintain the streetscape rhythm of grand detached or semi-detached homes, with street setbacks consistent with the prevailing setbacks of the street. Like the existing pattern of development, recessed upper side setbacks will not be necessary.

Garages will be integrated into the built form and incorporate decorative architectural features to soften the prominence of garage doors. On narrower lots (i.e., where standard lots are subdivided), garages should be recessed.

Built form will occupy a moderate to high portion of the site, reflective of more contemporary patterns of housing development. However, formal landscaping incorporating canopy trees will be encouraged to contribute to an enhanced treed character.

Architectural styles and materials will be diverse, incorporating both contemporary designs and historical references.

[87] While housing is typically two storeys, homes are often bulky, and have third-storey elements or parapets.

Suburban Traditional

NRZ1 – Incremental change areas

NRZ3 – Minimal change areas

NRZ4 – Minimal change interface areas



Between the activity centres and train station walkable catchments[86] of the southern parts of Brimbank, change to traditional character will be incremental and will generally take the form of replacement dwelling, additional dwellings, dual-occupancies, villa units and some townhouses.

Of the southern parts of Brimbank, change to traditional character will be incremental and will generally take the form of replacement dwelling, additional dwellings, dual-occupancies, villa units and some townhouses. Development will be low scale, up to a maximum of two storeys, and will generally maintain the streetscape rhythm of detached or semi-detached homes, with consistent street setbacks, front gardens with low/no fencing and space for landscaping to at least one side of the dwelling.

Development will present a strong sense of address to the street (including corners), garages and carports will be recessed and services and utilities (e.g., air conditioners) will be discretely located.

Built form will occupy a moderate portion of the site area (which will represent a slight increase on the current average site coverage in some areas), and second storeys will be set back from neighbouring properties to minimise visual bulk. Architectural styles and materials will be varied, but in areas exhibiting a consistent architectural style (such as areas of intact post-war homes), new development will be encouraged to provide contemporary references to traditional architectural styles such as windows, porches, materiality and detailing.

New development will incorporate canopy trees in the front setback, and elsewhere on the site, if possible, to enhance the treed character of the neighbourhood.

The NRZ3 Schedule applies to minimal change areas affected by the MAEO and HO. The preferred character of these areas is the same as the above description; however, the density of any new development is limited by the overlays and a private open space requirement.

The NRZ4 Schedule is the same as the NRZ1, but it incorporates a minimum subdivision size to manage conflicts with the nearby MHFs. Minimum subdivision size will be set to prevent additional dwellings on lots.

Neighbourhoods affected by the HO will undergo minimal change, despite their location primarily near transport and activity centres. In these areas, heritage protection will be the priority.

New development will still occur, but it will need to be very sensitively designed, having regard to the heritage values of the buildings and the surrounding context. As such, development is likely to be limited to forms that can integrate well with the existing housing. Demolition of contributory buildings will be avoided having regard to the Brimbank's Heritage Design Guidelines.

Heritage considerations implemented via the HO, and the guidance contained within the Heritage Design Guidelines will apply in conjunction with other aspects of the Suburban Traditional Preferred Character (albeit in a matter that prioritises heritage requirements for contributory dwellings).

Attachment 13.6.6

[85] Defined as an 800m pedshed from the train station.

Suburban Masterplanned

NRZ5 – Incremental change areas

NRZ6 – Minimal change areas

NRZ7 – Minimal change interface areas



The recently developed masterplanned character of this area is expected to change very slowly. Existing homes may be renovated, replaced by newer homes or low-scale units. Small second dwellings may be added where space permits in larger rear setbacks.

Development will be up to two storeys and will generally maintain the streetscape rhythm of detached or semi-detached homes, with street setbacks consistent with the prevailing setbacks of the street. Minimal side setbacks at ground level will be balanced with recessed upper storey setbacks.

New housing should be designed carefully to respond to the specific site conditions, including where there is varied topography, and where curved streets create narrow lot frontages and irregularly shaped sites. An active interface to the street and recessive integrated garages will be strongly encouraged, even though the existing pattern of development may set a different precedent.

Built form will occupy a moderate to high portion of the site, reflective of more contemporary patterns of housing development.

Formal landscaping incorporating canopy trees will be encouraged to contribute to an enhanced treed character and will need to be balanced with site coverage.

Architectural styles and materials will be diverse, incorporating both contemporary designs and historical references.

The NRZ6 Schedule applies to areas affected by the MAEO. The preferred character of these areas is the same as the above description; however, the density of any new development is limited by the overlay and a private open space requirement.

The NRZ7 Schedule is the same as the NRZ5, but it incorporates a minimum subdivision size to manage conflicts with nearby MHFs. Minimum subdivision size will be set to prevent additional dwellings on lots.



Landscape Suburban

NRZ8 – Incremental change areas

NRZ9 – Minimal change areas



The existing character of the Landscape Suburban area will remain the preferred character. Existing homes may be renovated or replaced by newer homes of up to two storeys (however some wall heights on sloping sites may exceed the maximum height of the NRZ). Low-scale units or small second dwellings may be developed where not constrained by the MAEO.

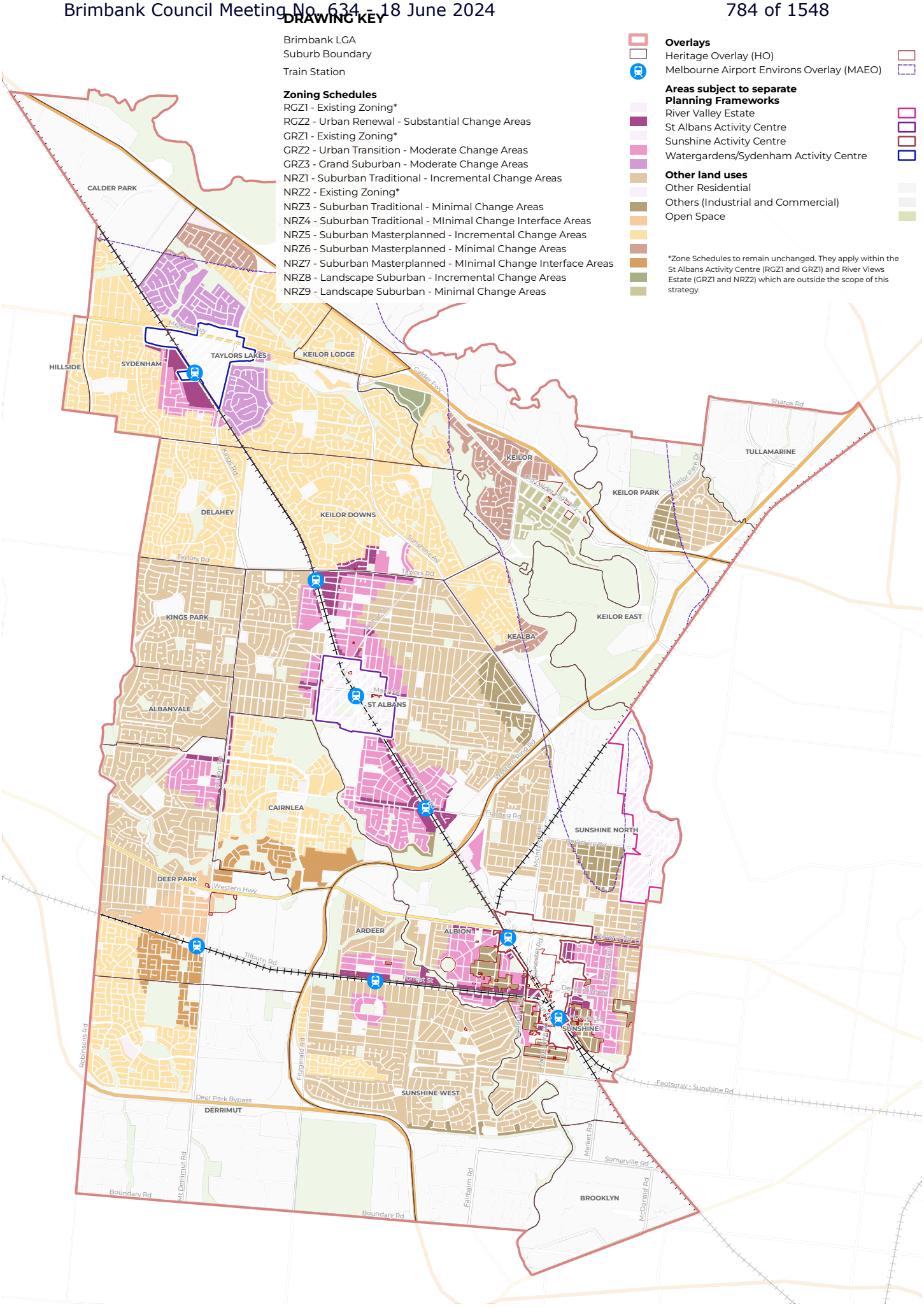
Grand homes in a variety of architectural styles will be situated in a landscaped setting. The design and siting of homes will respond to the topography, and setbacks (front and side) will be generous, offering ample space for landscaping, including multiple large canopy trees.

Built form will occupy a low portion of the site, leaving space for extensive landscaping. Front fencing will be low or absent. New development will seek to retain existing mature trees as these are a central component of the character of the area.

The NRZ9 Schedule is the same as the NRZ8, but the density of any new development is limited a private open space requirement.



KEILOR LODGE STREETSCAPE



Attachment 13.6.6

131 FIGURE 28. RESIDENTIAL DEVELOPMENT FRAMEWORK

Preferred Character Outcomes

RGZ2 Urban Renewal Substantial Change Areas
Significant change to the density and character of the area.
Apartment developments of up to 4 storeys.
High quality design and form with materials that positively contribute to the public realm.
Internal building layouts that provide elevated amenity for residents whilst respecting the amenity of adjoining neighbours.
Incorporating separation between buildings to allow visual breaks in the streetscape and recognise adjoining development opportunities.
Reduced street setbacks[74] that promotes higher density development and increases passive surveillance of the street.
Reduced[75] side setbacks at upper levels to encourage orientation of buildings to the street or rear garden. These setbacks also encourage lot consolidation.
Discourage the dominance of vehicle crossovers and driveways.
Maximise landscaping within developments by retaining mature existing trees and incorporating deep soil areas for new small canopy trees in front and rear gardens (increasing with lot size).
Walls on boundaries supported where good design outcomes can be achieved.
Standard site coverage[76] to achieve landscaping and permeability outcomes.
Visually permeable front fencing.

GRZ2 Urban Transition Moderate Change Areas
Respectful and progressive change to the character of the area.
Development of up to 3 storeys, in a variety of architectural styles.
Contemporary design encouraged to reference architectural features of traditional housing (where traditional housing is of a consistent style).
Consistent street setbacks, slightly reduced from existing, but providing space for landscaping.[77]
Side setbacks to respect the rhythm and spacing of traditional development, including larger setbacks on one side (where this pattern predominates).
Reduced upper-level setbacks.[78]
Discourage the dominance of vehicle crossovers, driveways and garages.
Landscaping in front garden, including at least one canopy tree.
Walls on boundaries supported on one side, where good design outcomes can be achieved and impacts on neighbours can be managed.[79]
Increased level of site coverage.[80]
Low front fencing.

GRZ3 Grand Suburban
Moderate Change Areas

Modest growth and change that is respectful of the preferred character, noting that housing stock is relatively new and not expected to change much.

Development of up to 3 storeys.

Varied architectural styles.

Street and side setbacks that are consistent with existing housing (generous front + minimal side setbacks).

Moderate to high site coverage.

Landscaping in front garden and side setbacks, including two trees.

Walls on boundaries supported where good design outcomes can be achieved and impacts on neighbours can be managed.

No or low front fencing.

Landscaping in front garden and side setbacks, including two trees.

Walls on boundaries supported where good design outcomes can be achieved and impacts on neighbours can be managed.

No or low front fencing.

NRZ1 Suburban Traditional
Incremental Change Areas

Modest growth and change that is respectful of the preferred character (except for areas affected by the MAEO, where new development will likely comprise only additions to or replacement of existing dwellings, and some limited additional dwellings where lot size and density requirements are met).

Development of up to 2 storeys.

Contemporary design encouraged to reference architectural features of traditional housing (where traditional housing is of a consistent style).

Street setbacks that are consistent with existing housing.

Side setbacks to respect the rhythm and spacing of traditional development, including larger setbacks on one side (where this pattern predominates).

Moderate site coverage.

Recessed upper levels.

Discourage the dominance of vehicle crossovers, driveways and garages.

Landscaping in front garden and side setbacks, including two trees.

Walls on boundaries supported where good design outcomes can be achieved and impacts on neighbours can be managed.

Low front fencing.

NRZ3 Suburban Traditional
Minimal Change Areas

Preferred character outcomes as per NRZ1 except:

Private open space requirements.

NRZ4 Suburban Traditional
Minimal Change Interface Areas

Preferred character outcomes as per NRZ1 except:

Limitation on new dwellings (via minimum subdivision size and private open space requirements).

New development expected to be additions to or replacement of existing dwellings.

NRZ5 Suburban Masterplanned
Incremental Change Areas

Modest growth and change that is respectful of the preferred character, noting that housing stock is relatively new and unlikely to change much.

Development of up to 2 storeys.

Varied architectural styles.

Development that sensitively responds to slope (where relevant).

Street and side setbacks that are consistent with existing housing (minimal side setbacks).

Moderate to high site coverage.

Recessed upper levels.

Vehicles/driveways do not dominate frontage.

Landscaping in front garden and side setbacks, including two trees.

Walls on boundaries supported where good design outcomes can be achieved and impacts on neighbours can be managed.

No or low front fencing.

NRZ6 Suburban Masterplanned
Minimal Change Areas

Preferred character outcomes as per NRZ1 except:

Private open space requirements.

NRZ7 Suburban Masterplanned
Minimal Change Interface Areas

Preferred character outcomes as per NRZ5 except:

Limitation on new dwellings (via minimum subdivision size and private open space requirements).

New development expected to be additions to or replacement of existing dwellings.

NRZ8 Landscape Suburban
Incremental Change Areas

Modest growth and change (except for areas affected by the MAEO, where new development will likely comprise only additions to or replacement of existing dwellings, and some limited additional dwellings wherelot size and density requirements are met)In other areas, further intensification will need to be considered in the context of the preferred character (refer to Appendix 2).

Development of up to 2 storeys, but stepped to respond to topography (may result in greater wall heights).[81]

Varied architectural styles.

Generous front and side setbacks.

Generous space for landscaping, including multiple large canopy trees (of 12m or more in height) and retained mature vegetation.

Low site coverage.

NRZ9 Landscape Suburban
Minimal Change Areas

Preferred character outcomes as per NRZ8 except:

Private open space requirements.

[81] Greater than the standard 9m maximum height in the NRZ.

Appendix 3

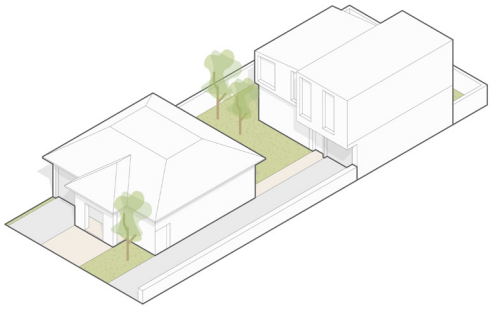
Appendix 3 describes infill development typologies



Attachment 13.6.6

CUMBERLAND STREET, SUNSHINE NORTH

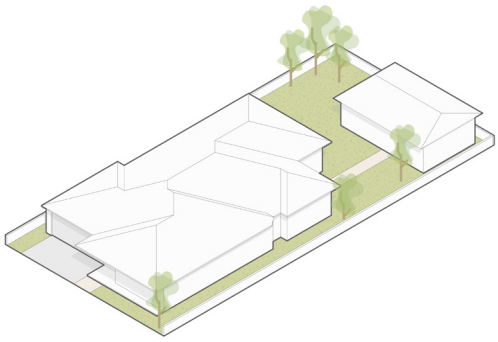
Additional dwelling (original retained)



- **Typical site** - Single lot with small existing dwelling + large backyard
- **Heights** - Original dwelling height + single or double storey addition to rear.
- **Setbacks** - All sides, with original front and side setbacks usually retained.
- **Carparking -** Side driveway.
- **Private open space -** Rear setback + courtyard to side.
- **Location for landscaping** - Front, side and rear.

Very minor change

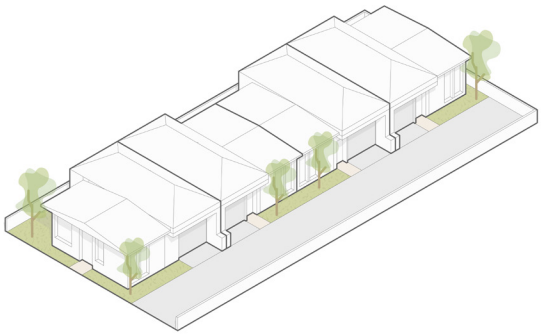
Small second dwelling (original retained)



- **Typical site** - Single lot
- **Heights** Single storey.
- **Setbacks** - As per original dwelling + addition of small unit in rear.
- **Carparking -** As per original dwelling +
- **Private open space -** As per original dwelling + additional private open space for small second dwelling.
- **Location for landscaping** - As per original dwelling.

Very minor change

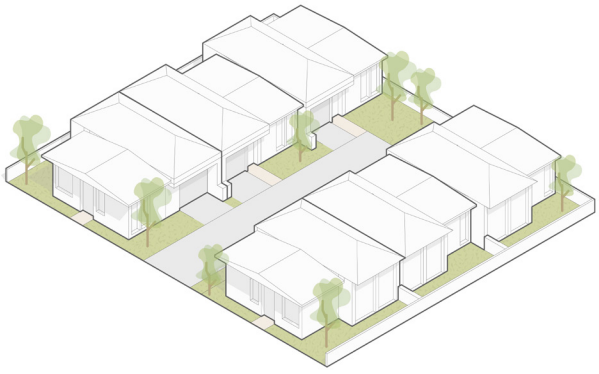
Villa Units (gun barrel)



- **Typical Site** - Single lot with small existing dwelling + large backyard
- **Heights** - Original dwelling height + single or double storey addition to rear.
- **Setbacks** - All sides, with original front and side setbacks usually retained.
- **Carparking -** Side driveway.
- **Private open space -** Rear setback + courtyard to side.
- **Location for landscaping** - Front, side and rear.

Very minor change

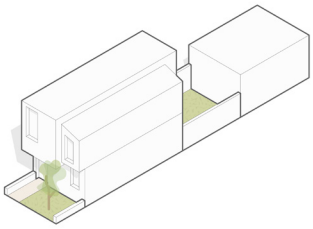
Villa units (courtyard)



- **Typical Site** - Consolidated lot (2+)
- **Heights** - Single or double storey. Double storey usually at front.
- **Setbacks** - Front and rear (usually reduced from original). Side boundary walls.
- **Carparking -** Central driveway. Integrated garages not prominent from street.
- **Private open space -** Rear setback + courtyard.
- **Location for landscaping** - Front, side and rear. Limited space along driveway.

Medium change

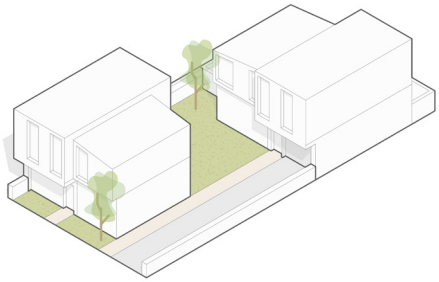
Townhouse (rear carparking)



- **Typical site** - Wide single or consolidated lots with laneway.
- **Heights** - Double storey.
- **Setbacks** - Front and one side (usually reduced from original). Boundary wall between townhouses.
- **Carparking** - Rear garage access from laneway.
- **Private open space** - Courtyard within dwelling or between dwelling and garage. Balcony to upper levels.
- **Location for landscaping** - Front.

Medium change

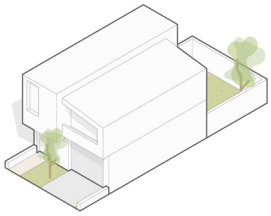
Dual Occupancy (original replaced)



- **Typical site** - Single lot
- **Heights** - Single or double storey. Double storey usually at front.
- **Setbacks** - All sides, with minor reductions to original front + side setbacks.
- **Carparking** - Side driveway. Integrated garages not prominent from street.
- **Private open space** - Rear setback + courtyard to side.
- **Location for landscaping** - Front, side and rear.

Minor change

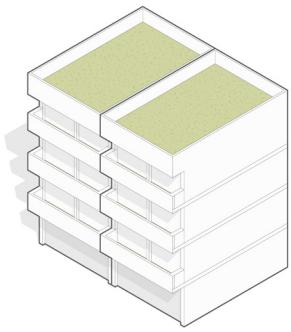
Townhouse (front carparking)



- **Typical site** - Wide single, corner or consolidated lots
- **Heights** - Double storey.
- **Setbacks** - Front, one side and rear (usually reduced from original). Boundary wall between townhouses.
- **Carparking** - Integrated garages at front.
- **Private open space** - Courtyard within dwelling or rear. Balcony to upper levels.
- **Location for landscaping** - Front.

Medium change

Apartments



- **Typical site** - Consolidated lots, large sites
- **Heights** - Three or more.
- **Setbacks** - Varied.
- **Carparking** - Undercroft/ ground level Basements for newer apartments.
- **Private open space** - Balconies/ rooftops Courtyards to ground floor.
- **Location for landscaping** - Front (limited).

Major change

*OTHER DIVERSE HOUSING FORMS IDENTIFIED UNDER **DIVERSITY** MAY NOT BE LISTED HERE, AS THEY ARE NOT COMMONLY FOUND IN BRIMBANK YET.



Attachment 13.6.6

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Brimbank Housing & Neighbourhood Character Background Report

mesh

Prepared by Mesh in collaboration with Brimbank City Council

Brimbank Housing & Neighbourhood Character Background Report

Brimbank Housing & Neighbourhood Character Strategy Project

Prepared by Mesh in collaboration with Brimbank City Council

May 2024

Client	**Prepared by Mesh in collaboration with Brimbank City Council**
Project	Brimbank Housing & Neighbourhood Character Background Report
Version	4.0
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Date	
	May 2024
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	Revised Draft of Introduction, Housing Context and Policy Context provided to Council 22/11/22.
	Revised Draft of Introduction, Context, Policy Context and Housing and Neighbourhood Character Influences sections provided to Council 12/12/22.
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	Minor edits May 2024 following feedback from WorkSafe Victoria.

Acknowledgement
Mesh acknowledges the Traditional Owners of the lands on which we work, and we pay our respects to Elders past, present and emerging.

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Abbreviations

ACZ	Activity Centre Zone
CBD	Central Business District
CDZ	Comprehensive Development Zone
Covid-19	Coronavirus 2019
CZ	Commercial Zone
DCPO	Development Contributions Plan Overlay
DDO	Design and Development Overlay
DELWP	the Department of Environment, Land, Water and Planning
DoT	the Department of Transport
DPO	Development Plan Overlay
DTP	the Department of Transport and Planning
ESD	Environmentally Sustainable Development or Design
ESO	Environmental Significance Overlay
GRZ	General Residential Zone
HO	Heritage Overlay
LSIO	Land Subject to Inundation Overlay
MAEO	Melbourne Airport Environs Overlay
MeAC	Metropolitan Activity Centre
MUZ	Mixed Use Zone
NCO	Neighbourhood Character Overlay
NEIC	National Employment and Innovation Cluster
NHFC	National Housing Finance and Investment Corporation
NHHA	National Housing and Homelessness Agreement
NRAS	National Rental Affordability Scheme
NRZ	Neighbourhood Residential Zone
PAO	Public Acquisition Overlay
PPF	Planning Policy Framework
PPN	Planning Practice Note
PPTN	Principal Public Transport Network
PSA	Planning scheme amendment
ResCode	Residential Code
RGZ	Residential Growth Zone
SBO	Special Building Overlay
SEIFA	Socio-Economic Indexes for Areas
SHWEP	Sunshine Health, Wellbeing and Education Precinct
SLO	Significant Landscape Overlay
VIF	Victoria in Future

Glossary of Terms

Term	Definition
20-minute neighbourhood	A neighbourhood in which residents can access most of their daily needs (e.g., via shops, services, parks, healthcare facilities) within a 20-minute return walk from home.
Activity centre	A lively community hub that generally contains areas for shopping, working, meeting, relaxing and living.
Adaptable housing	Housing that is designed to be used by everyone and accommodate changes in family size or family member mobility over time.
Affordable housing	Housing that is appropriate for the needs of very low, low and/or moderate income households.
Community housing	Housing that is provided to individuals and families with low to moderate incomes through a partnership between the State Government and registered housing associations.
Contemporary development	New housing development that has replaced traditional housing stock in older suburbs, or that has been recently developed in newer suburbs.
Contributory heritage buildings	Buildings that make a significant contribution to the heritage character of an area.
Gentrification	The process of neighbourhood change through an influx of more affluent residents and businesses that cater to higher-income earners.
Greenfield	Undeveloped land identified for future residential, industrial or commercial development and use.
Green Travel Plan	A plan containing initiatives that enable and encourages residents to travel more sustainably.
High density development	As used in this Background Report, development of four or more storeys, containing apartments or units.
Higher density development	As used in this Background Report, a descriptor that encompasses both medium density development (2–3 storeys) and high density development (4+ storeys).
High scale development	As used in this Background Report, development of three or more storeys. (In contrast to ‘low scale development’ – see below.)
Housing diversity	A variety of housing sizes and types. Seen as desirable due to the premise that people need different types of housing depending on their lifestyle and life stage.

Housing form	The physical type of dwelling, often associated with a certain age or lifestyle. Includes detached homes/separate houses, semi-detached, townhouses, unit, apartments, and specialised housing (e.g., retirement villages, aged care facilities, student housing).
Housing location	Where a dwelling is within a geographical area. Often thought about in association with proximity to desired features or attractors.
Housing scale	Refers to the size of a dwelling. Measured by floor area, number of bedrooms, and/or size of lots.
Housing tenure	Ownership status of a dwelling, typically either homeownership or rental.
Incremental housing change	As used in the Victorian Planning System, this describes areas suitable for housing growth with more diverse types of housing that respond to, yet help evolve, the existing character of a neighbourhood.
Infill development	Development of vacant or under-utilised land in within an area that is already largely developed.
Liveable/liveability	The quality of a place being pleasant to live in due to it being appropriately or desirably safe, accessible, attractive, inclusive, affordable, sustainable, accommodating of daily needs and providing of opportunities for education, employment and enrichment.
Low scale development	As used in this Background Report, development of one to two storeys.
Metropolitan activity centres (MeACs)	Larger activity centres within metropolitan Melbourne that provide a range of employment, housing and activities and are well served by public transport.
Major activity centres	Suburban activity centres that provide services, employment, housing, public transport and opportunities for social interaction.
Medium density development	As used in this Background Report, development that has dwellings or apartments in buildings of two to three storeys. This can include townhouses, unit developments and low scale apartment buildings.
Minimal housing change	As used in the Victorian Planning System, this describes areas unsuitable for housing growth due to their special characteristics or constraints.
National Employment and Innovation Cluster (NEIC)	An area within Melbourne of concentrated employment and business activity centred around medical research and tertiary institutions.
Neighbourhood character/ character	The sense of place and community meaning of a neighbourhood, derived from a combination of development patterns, built form and scale, architectural and roof styles and other notable design or landscaping characteristics.
Neighbourhood character precincts	Areas identified by Council (through a Neighbourhood Character Study) as having qualities that give them a unique character.

Non-contributory heritage buildings	Buildings that do not make a significant contribution to the heritage character of an area but that still fall under a HO.
Overlooking	The action of looking into the private internal or external space of an existing dwelling, made possible by a building that provides a direct line of sight into such an area.
Overshadowing	The action of a building or structure casting a shadow of open space or habitable space.
Planning Policy Framework (PPF)	The policy content of the planning scheme that provides state, regional and local context for spatial planning and decision making by planning and responsible authorities.
Priority precincts	In Victoria, areas around transport nodes that will be a focus of employment and housing growth.
ResCode	The collective name for Clauses 54, 55, 56 and 58 in the Victorian Planning Scheme. These clauses set objectives and standards for residential development for one dwelling on a lot (Clause 54), two or more dwellings on a lot (Clause 55), subdivision (Clause 56), and apartment buildings (Clause 58).
Schedule	As used in the Victorian Planning System, a set of objectives, standards, and requirements and decision guidelines attached to either a zone or an overlay.
Substantial housing change	As used in the Victorian Planning System, this describes areas where development will occur at a substantially different scale and intensity compared to other areas of a given municipality.
Super hub	Term designating an area as one that will contain key regional transportation links.
Universal design	Design that is accessible to all people, no matter their age or ability.
‘Your Say’ website	A website run by a Council or State Government that allows residents to give input into proposed plans, strategies and initiatives.

Executive Summary

The City of Brimbank (Brimbank) will see dramatic changes in the coming years—changes that demand a new approach to planning for housing.

Not only are Brimbank's population demographics shifting, but the municipality is anticipating an influx of new residents as a result of State and Federal investment in significant projects being delivered over the next ten years. A third of the municipality has been designated a National Employment and Innovation Cluster (NEIC) for employment, innovation and health related uses. Within the NEIC, Sunshine and surrounds has been designated a priority precinct for urban renewal (one of only a handful across Metropolitan Melbourne), with State Government led precinct planning underway, and new rail services and infrastructure (including Melbourne Metro and the Melbourne Airport Rail) to connect the municipality both within and beyond its borders. These changes will bring opportunities, yet they will also bring the challenge of preserving Brimbank's existing amenity and character while accommodating growth. While Brimbank has more than enough capacity to meet its forecasted housing need, it faces the task of accommodating growth in the right locations.

This Background Report (Background Report) is the result of extensive research into Brimbank's residential context and analysis of its opportunities and constraints. It is the first major step of Brimbank City Council's project to develop a new Housing Strategy, a Neighbourhood Character Strategy and a Residential Development Framework (the Project),[1] and it will inform strategies which seek to replace Council's 2014 housing strategy, *Home and Housed*). Its approach builds upon work undertaken for the 2019 Draft Neighbourhood Character Study, while factoring in new State planning policy and taking an on-the-ground approach to cataloguing existing neighbourhood features.

The Background Report consists of two main sections:

Part 1: Context explains the approach to the Project and the context of Brimbank.

- The **Introduction** chapter explains the drivers and scope of the Project as well as Brimbank's past actions related to housing and neighbourhood character.
- **Brimbank's Context** chapter details its location and features, as well as community and Council aspirations.
- The **Policy Context** chapter gives an overview of Federal, State and local policy that illuminates Brimbank's context and shapes the Project.

Part 2: Influences catalogues and analyses influences on housing, neighbourhood character and the future Residential Development Framework (RDF).

- The **Housing Influences** chapter explains the drivers of housing need and analyses housing growth opportunities and constraints.
- The **Neighbourhood Character Influences** chapter explains the drivers of neighbourhood character, details the planning influences on character in Brimbank and presents a synthesis in the form of emerging character precincts.
- The **Conclusion, Emerging Themes and Next Steps** chapter synthesises the previous sections into emerging themes that will become aims for the Housing Strategy, Neighbourhood Character Strategy and RDF, which will to be produced in the next stages of the Project.

The **Appendices** contain further analysis of strategic actions, Brimbank City Council's current application and use of zones, existing and future redevelopment sites and relevant VCAT cases. They also contain the **Suburb Profiles**, which detail the key characteristics of each suburb as well as the main contributors and threats to their neighbourhood character.

[1] This Background Report refer to the production of two separate strategies: a Housing Strategy and a Neighbourhood Character Strategy. The decision was later made to merge these into a single Housing & Neighbourhood Character Strategy.

Context

Brimbank's context is key to understanding the necessity for—and the potential of—a new approach to housing and neighbourhood character. Brimbank City Council began the process of changing its residential zone schedules and defining neighbourhood character in 2018 (in response to 2017 State policy changes). However, these efforts were curtailed by the release of State advice in 2019 that redefined best practice for planning for residential growth. The current Project renews these efforts. It will replace the 2014 housing strategy, *Home and Housed,* and produce a Neighbourhood Character Strategy and RDF.

The Project also comes at a critical moment in Brimbank's evolution. With major projects, including Melbourne Metro upgrades (including upgrades to Albion and Sunshine Stations), Level Crossing Removal Project works, the addition of a Melbourne Airport Rail, and the development of the Sunshine 'superhub'[2] imminent, the municipality is expected to experience major shifts to its economy, its physical and social infrastructure and, as a result, its population. At the same time, Brimbank's population is experiencing natural demographic shifts, with an increasing proportion of residents moving into retirement age and beyond, and it remains a desirable location for overseas migrants. Both of these are likely to increase the demand for different forms of housing.

Brimbank's residents support a degree of residential growth, yet they are concerned about preserving Brimbank's heritage, relative affordability, and residential character. Council's task will be to facilitate development that preserves Brimbank's existing amenity while creating space for new amenity and growth. At the moment, Brimbank's zoning and planning scheme policy is clear about where growth should occur, but it is achieving mixed results. New housing and neighbourhood character policy will not only clarify expectations, but it will also enable Brimbank to fulfill its role in State and Federal policy that aims to create 20-minute neighbourhoods and to concentrate growth around transport rich locations and activity centres.

Key influences

Housing

Brimbank's population is increasing, aging, and becoming more diverse. This is driving a demand for housing, as well as a wider range of housing types. While the demand for detached housing currently remains high, the availability of this type of housing is declining. The development of the Sunshine Metropolitan Activity Centre (MeAC) may contribute to the viability and attractiveness of high density development, but this remains to be seen. According to work done by Urban Enterprise,[3] Brimbank's existing residential areas have more than enough capacity to meet forecasted housing needs. The Housing Strategy will need to consider how it can best facilitate diverse, affordable and economically viable housing, taking into account the municipality's opportunities and constraints.

Opportunities for housing growth include areas near activity centres, public transport rich locations, high quality open space and community facilities. This is especially true for areas that are also walkable (i.e., gridded and permeable, with high quality cycling and pedestrian infrastructure and attractors within a short distance) and that have a critical number of nearby attractors, making them highly liveable. In Brimbank, these areas are concentrated around key transport corridors and activity centres, especially the Sunshine/Albion and St Albans activity centres and, to a lesser extent, Sydenham (around Watergardens Shopping Centre). The Housing Strategy will aim to direct housing growth and diversity to these areas.

Constraints on housing growth in Brimbank include industrial and/or contaminated land, airport environs, road and rail barriers, areas of cultural sensitivity, areas of special character, areas or buildings of heritage value and areas subject to inundation and flooding. These are mostly concentrated in the southern areas of the municipality. Sunshine in particular is impacted by industrial interfaces and areas of heritage in proximity to the activity centre.

[2] 'Superhub' refers to the range of transportation additions and upgrades concentrated around Sunshine Station.

[3] Urban Enterprise 2021 (updated 2022), *Brimbank Housing Strategy: Background Analysis,* Brimbank City Council, p. 3.

Neighbourhood Character

Controls within the planning system, State and local policy, and physical siting and design elements all shape neighbourhood character, or the cumulative impact of public and private realms that contributes to an area's 'sense of place'. To get a sense of how neighbourhood character is expressed throughout Brimbank, this Project investigated overarching influences on character through:

- Examination of Federal, State and local policy, including the 2019 Draft Neighbourhood Character Study.
- Desktop study of eras of development, interfaces, and patterns of development and redevelopment.
- Careful reading and analysis of residential zone schedules and application of overlays.
- Analysis of recent VCAT decisions in Brimbank dealing with neighbourhood character.

The investigation found that while currently planning tools (particularly planning scheme policy and zone schedules) emphasise a desire for high quality development that respects neighbourhood character, there is limited guidance in the planning scheme about the preferred neighbourhood character of different areas of Brimbank. This has resulted in an unclear path for achieving incremental change that respects neighbourhood character in the General Residential Zone (GRZ) and Neighbourhood Residential Zone (NRZ) and for to achieving substantial change in the Residential Growth Zone (RGZ)—where neighbourhood character is not a consideration, but design objectives must be achieved. Thus far, similar multi-unit developed has occurred across the municipality, regardless of zoning.

Taking an empirical approach, this Project also investigated specific design and siting elements via site visits to each of Brimbank's suburbs. These were then distilled into lists of contributors and threats to neighbourhood character in each area. Contributors included maintained or increased vegetation and landscaping, consistency of siting and scale, consistent or complementary colours and materials, low to moderate scale fencing, integrated infill development and connection to adjacent areas. Threats included increased built form bulk or scale, reduced or limited vegetation, poorly integrated development, high scale fencing, change in materiality or style, vehicle access and parking that took away from other types of amenity, and limited connectivity or accessibility. These contributors and threats occurred in different combinations and presented differently in each suburb.

During this process, areas of significance were also identified within Sunshine West, Keilor and Albion. These areas may be appropriate as minimal change areas under the RDF.

Finally, both overarching planning influences and the lists of contributors were used to define six emerging neighbourhood character precincts, or areas that are internally similar and at the same time distinct from other areas of the municipality. These will be further assessed with stakeholders and used as draft inputs into the Neighbourhood Character Strategy. It is expected that these will evolve further during the preparation of the Neighbourhood Character Strategy and the RDF.

Conclusion, emerging themes and next steps

The Background Report will inform the new Housing Strategy, Neighbourhood Character Strategy and ultimately an RDF, which will be the overarching plan for housing growth in Brimbank over the next 20 years.

The aims that the Housing Strategy, Neighbourhood Character Strategy and RDF will need to address and balance are **growth**, **diversity**, **amenity**, **sustainability**, **designing for density**, **respecting neighbourhood character** and **celebrating heritage and character**. Brimbank City Council can work toward these aims through planning tools, such as zone schedules, overlays and planning scheme policy, and through Council strategies, policies and actions that complement planning controls.

The next steps for the Project will involve identifying key sites and locations and exploring planning control and policy opportunities to balance and achieve these aims.

Key conclusions

- Due to changes to State policy, Brimbank City Council's current use of residential zones does not reflect best practice, and the zones are not achieving their intended outcomes.
- There is limited guidance for housing growth and neighbourhood character expectations for residential areas of Brimbank. As a result, the RGZ and NRZ are achieving infill development at similar rates, and RGZ areas are not achieving their full growth potential.
- There are opportunities to strengthen policy that facilitates high density housing around the Sunshine and St Albans Activity Centres, and to a lesser extent around Watergardens. This would capitalise on the existing liveability of these areas and further the State policy of creating 20-minute neighbourhoods.
- Planned investment in Sunshine is expected to lead to residential growth and improve the commercial viability of high density housing forms.
- There are a range of Council policies to support housing, growth, diversity and affordability, but these policies need complementary spatial planning controls.
- While areas of Brimbank have differing levels of amenity, there are significant areas throughout the municipality that the planning scheme can better work to respect and protect. The identified emerging character precincts will be further refined and used to achieve this goal.
- The next steps of the Project will be to identify specific locations and policy options that will balance and support the aims of growth, diversity, amenity, sustainability, designing for density, respecting neighbourhood character and celebrating heritage and character.
- The ultimate output of the Project will be a new Housing Strategy, a Neighbourhood Character Strategy, and RDF.



Part 1 Context

Introduction

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mesh

Prepared by Mesh in collaboration with Brimbank City Council

Part 1: Context

1. INTRODUCTION

Brimbank City Council is planning for a new approach to housing growth and change that balances the needs of a changing and diverse population with the desire to protect and enhance valued neighbourhood character.

1.1 What is the Housing and Neighbourhood Character Project?

Mesh Planning has been engaged by Brimbank City Council to prepare a Housing Strategy, Neighbourhood Character Strategy and a Residential Development Framework (RDF). Together, these are known as the Project.

The Project will provide guidance on planning for housing development across the municipality, in a way that:

- Meets the needs of Brimbank's diverse and changing population.
- Takes into consideration any potential housing constraints, such as landscape, heritage or other land capability constraints.
- Respects neighbourhood character.

The purpose of each document is summarised below:

- The **Housing Strategy** – A plan to meet the housing needs of existing and future residents by providing opportunity for a broad mix of housing in the right locations
- The **Neighbourhood Character Strategy** – A guide to the preferred design and form of new housing.
- The **RDF** – Balances the objectives of housing and neighbourhood character to set a plan for housing over the next 20 years.

The scope of the Project is residentially zoned land within Brimbank. While the Project will have regard to other parts of the municipality that will accommodate substantial housing growth (e.g., Brimbank's major activity centres), they will not be the focus of the strategies produced.

This document is a background report that will inform the development of the Housing Strategy, Neighbourhood Character Strategy and RDF. It provides an analysis of key opportunities and constraints for housing growth and articulates the current influences on neighbourhood character. Its analysis complements the analysis of Brimbank's current capacity for housing growth and the projected needs of the future population undertaken by Urban Enterprise in their 2021 *Brimbank Housing Strategy Background Report*.[4]

Together, the Mesh and Urban Enterprise background reports will be used to inform areas of substantial, incremental and minimal housing change in a future Housing Strategy and to define neighbourhood character precincts in the future Neighbourhood Character Strategy.

[4] Urban Enterprise 2021 (updated 2022), *Brimbank Housing Strategy: Background Analysis,* Brimbank City Council.

1.2 What is Driving the Project?

Housing need varies as communities grow and change over time, and Brimbank is undergoing rapid change. Brimbank's population is growing, ageing and becoming more culturally diverse. Brimbank is also changing as a result of large scale investment in infrastructure, including the construction of the Melbourne Airport Rail, the construction of a new train station at Keilor East, upgrades to Albion and Sunshine Stations (including a new regional platform) and three level crossing removals on the Deer Park train line, with potential upgrades to electrify the V/Line service.[5]

Combined with the designation of the area around Sunshine Hospital as the Sunshine Health, Wellbeing and Education Precinct (SHWEP), designation of the broader area as an NEIC, and the ongoing development of the Sunshine Metropolitan Activity Centre (MeAC), investment within the municipality will provide significant health, wellbeing and employment opportunities to Brimbank.

The recent designation of Sunshine as a priority precinct by State Government will also be an attractor for investment and a catalyst for housing growth. This precinct planning is being led by the Department of Transport and Planning (DTP) for locations such as Sunshine Station and Albion. However, as the estimated extent of growth in this area is not yet known, and as this area is outside of the scope of this Project, it has been factored in to the Project a limited way, keeping in mind that increased growth in this area will likely have an influence on neighbouring residential areas.

In this context, Brimbank City Council must plan to meet the varied housing needs of its current and future residents. Provision of sufficient, suitable and affordable housing is a critical component of a liveable neighbourhood. Housing provides basic shelter for the residents of Brimbank, and the form of housing and its design contributes to and shapes the character of neighbourhoods.

Council commenced the process of preparing planning policy for neighbourhood character across Brimbank in 2018. At this time, there was limited direction from State Government[6] on how to approach neighbourhood character studies or strategies. However, following consultation on the Draft Neighbourhood Character Study[7] in 2019, the Department of Environment, Land, Water and Planning (DELWP)[8] set new expectations for how councils should plan for housing and neighbourhood character. This resulted in the necessity for revisions to the 2019 study. In 2019, new direction was also provided by DELWP in Planning Practice Note (PPN) 90 – *Planning for Housing* and PPN91 – *Using the Residential Zones*. These PPNs provided guidance on how to better balance housing and neighbourhood character objectives and how to implement them through planning controls (e.g., zones, overlays and schedules).

These planning policy changes, as well as changes in Brimbank's population and development context, means that there is now a need to review Brimbank's existing Housing Strategy, *Home and Housed*, and update the planning framework for Brimbank's residential areas. The integration of neighbourhood character planning with planning for housing more broadly also means that the previous Draft Neighbourhood Character Study must be reviewed and updated concurrently with the Housing Strategy.

The culmination of this Project—the RDF—will seek to resolve this issue of accommodating growth while simultaneously protecting and enhancing neighbourhood character.

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[5] Provided the Western Rail Plan project secures funding.

[6] PPN43 provides guidance on understanding neighbourhood character and responding to neighbourhood character objectives but does not explicitly guide preparation of strategic policy.

[7] Mesh 2019, Draft Brimbank Neighbourhood Character Study, Brimbank City Council.

[8] Known as DTP as of 2023.

1.3 Project Background and Context

This Project was initiated by Council following extensive work in relation to housing and neighbourhood character and in response to changes to planning policy and guidance relating to housing.

Figure 1: Project background and context

Year	What happened	Outcome
2014	Brimbank Housing Strategy *Home and Housed* approved and implemented.	The new suite of residential zones was implemented across Brimbank.
2017	*Plan Melbourne 2017-2050* adopted by State Government as the new metropolitan strategy.	Set policy direction to accommodate Victoria's population growth in liveable neighbourhoods.
2017	Changes to residential zones by State government.	Changed the way residential zones can be used, including direct changes to the zones themselves, to direct housing and neighbourhood character outcomes.
2018	Draft Brimbank *Neighbourhood Character Study* prepared.	Identified character precincts and recommended changes to residential zone schedules. Draft Study placed on hold, following community consultation, due to new policy guidance in PPN90 and PPN91.
2019	State Government's PPN90 and PPN91 released.	Provided updated guidance in relation to housing, character and the use of residential zones. Triggered a requirement for Council to update its RDF by reviewing its Housing Strategy in conjunction with the Draft Neighbourhood Character Study.
2019	*Victoria in Future* population forecasts released.	Identified that Melbourne's population growth is expected to increase at a higher rate than forecast in *Plan Melbourne 2017-2050*.
2020	Council commissioned peer review of the Draft Neighbourhood Character Study.	Identified recommendations to review the Housing Strategy and Draft Neighbourhood Character Study to ensure they would align with updated State policy.
2021, updated 2022	Council commissioned *Housing Strategy Background Analysis.*	Identified housing supply, capacity, and demand, based on analysis of demographics, population projections and the market. It is a key input into the current Project.

1.4 How are We Approaching this Project?

The Project is being undertaken in four phases, with opportunities for community and stakeholder engagement at key points.

Figure 2: Project progress

Early – Mid 2022	Phase 1: Project Planning	Initial project setup.	-
Mid 2022 – Early 2023	Phase 2: Research + Analysis	Analysis of the opportunities and constraints relating to housing and neighbourhood character in Brimbank. Preparation of Draft Background Report to capture findings. Draft Background Report to be presented to Council for noting.	Engagement with various stakeholders. Preliminary community engagement via 'Your Say' website. Findings within Draft Background Report to be tested with community as part of next round of engagement, if supported by Council.
Early 2023 – Late 2023	Phase 3: Strategy Preparation	Preparation of the Housing Strategy, Neighbourhood Character Strategy and RDF. Draft strategies to be presented to Council for endorsement for consultation.	Engagement with various stakeholders during preparation of draft strategies. Updates to community via website. Subject to Council endorsement of draft strategies, community consultation to be undertaken.
Late 2023 – Early 2024	Phase 4: Finalisation + Implementation	Make changes to strategies, where appropriate, following community consultation. Preparation of planning scheme tools and planning scheme amendment (PSA) documents. Take final strategies, final Background Report and PSA documents to Council for a decision on whether to progress with the proposed amendment.	Following decision of Council to undertake statutory exhibition, exhibition of the PSA, including the Housing Strategy, Neighbourhood Character Strategy RDF and associated planning controls.

2. BRIMBANK'S CONTEXT

2.1 Brimbank's Location and Features

Brimbank is a fast-growing middle-ring municipality located in western Melbourne. Brimbank comprises a mix of established residential neighbourhoods, large scale employment and industrial areas, and 55 activity centres (including Sydenham, Deer Park, Brimbank Central and St Albans Major Activity Centres, and the Sunshine MeAC) across the municipality.

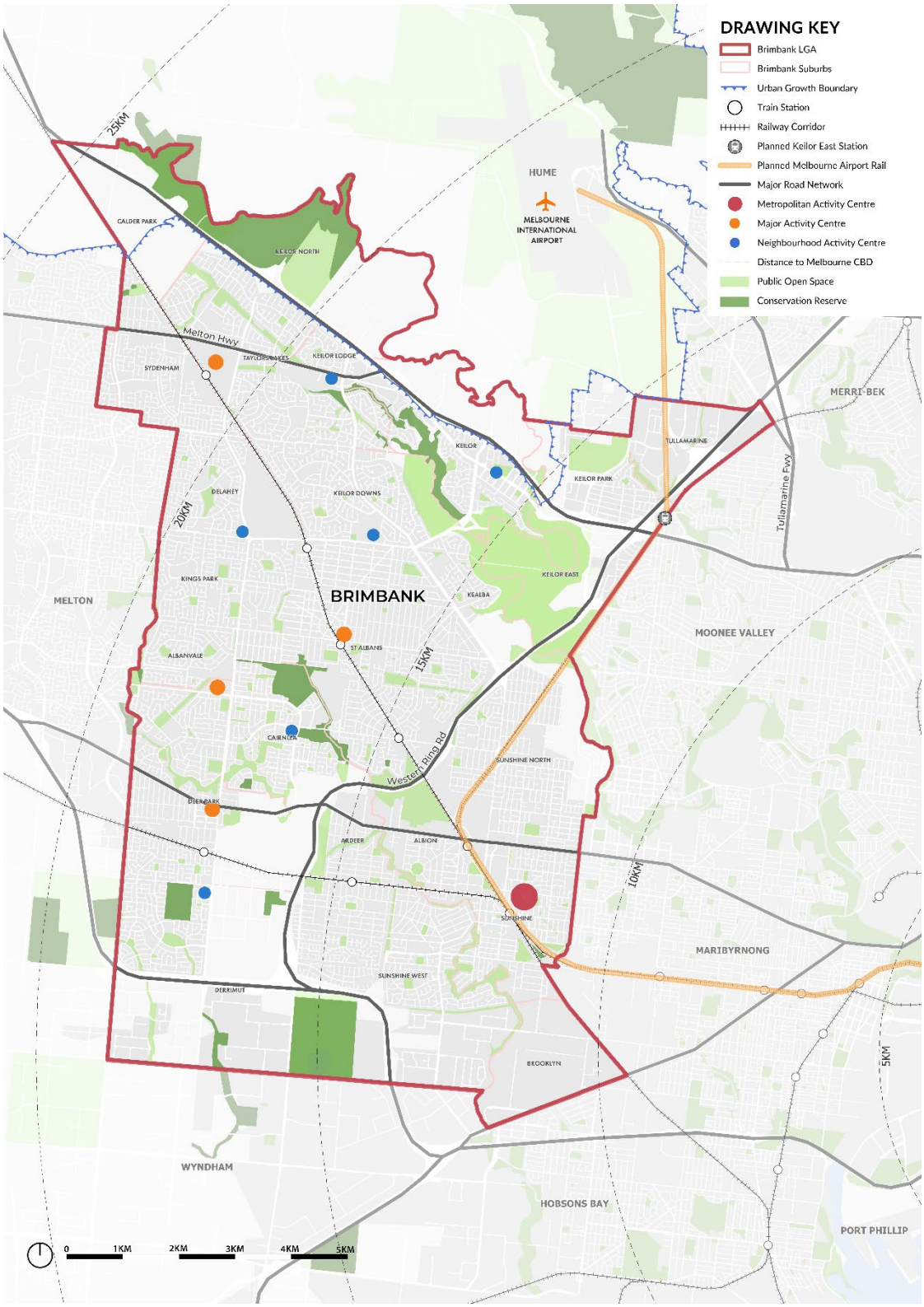
The municipality has an interface to the greenfield growth municipalities of Hume, Melton and Wyndham, and to the surrounding established municipalities of Hobsons Bay, Maribyrnong, Moonee Valley and Merri-bek (formerly Moreland).

Brimbank is served by an extensive higher order road network that includes the Calder Highway, the Western Ring Road, Deer Park Bypass, Melton Highway, Ballarat Road, and passenger and freight rail connections along the Sydenham rail line, Melbourne-Ballarat and Melbourne-Bendigo V-lines and the Melbourne to Sydney passenger and freight lines. These provide important connections to the Melbourne Central Business District (CBD), the Melbourne Airport and surrounding municipalities, with future investment in transport projects set to improve the network further. This investment and infrastructure, while beneficial, will also have a barrier effect in some areas of the municipality, often brought about by there being a limited number of crossing points. Combined with a lack of arterial road delivery, particularly east-west, cross municipal and local travel and accessibility will likely be constrained.

Figure 3: Brimbank key statistics

Features	Area of 123km^2
	Comprises 24 suburbs
	1 Metropolitan Activity Centre
	5 Major Activity Centres
	10–20km from the Melbourne CBD

Figure 4: Brimbank context plan



2.2 Snapshot of Brimbank

Brimbank is a diverse municipality, with a growing population that has varied housing needs.

Figure 5: Brimbank demographic data

Population and Age

194,618 estimated resident population in **2021.**

Median age of 37 in 2021
(comparable to metropolitan Melbourne).

Ageing population.

Household Size and Type

71,810 total dwellings in **2021.**

Average household size of 2.9 per dwelling
(larger than Melbourne average).

80% separate houses.

82% of dwellings have 3 or more bedrooms.

Cultural and Linguistic Diversity

Attractive location for overseas migrants
(particularly form Asia), resulting in a diverse community.

Vietnamese, Australian, and English were the top ancestries in **2021.**

Education and Employment

$1,506 average weekly household income
(notably less than metro Melbourne average of $1,901).

11% unemployment rate
(considerably higher than metro Melbourne average of 7%).

Second most disadvantaged municipality in metropolitan Melbourne
(930 Socio-Economic Indexes for Areas [SEIFA] Score).

Housing Tenure Affordability

Fairly even split of housing tenures
full ownership **31%**
ownership with mortgage **31%**
renting **26%**

More affordable housing than neighbouring inner metro municipalities.

Median rent $380 per week
(slightly lower than Melbourne average).

Affordability decreasing.

2.3 Community Aspirations

Council has engaged the community on housing and neighbourhood character matters several times over the past few years, including during preparation of Plan Brimbank (Council's Planning Scheme Review, the 2021–2025 Council Plan, the *Draft Neighbourhood Character Study* in 2019 and the 2022 *Affordable Housing Position Statement*. In addition, Council has recently undertaken preliminary engagement with the community on this project, via the 'Your Say' website and conducted a workshop with Councillors.

Engagement undertaken for the ***2019 Draft Neighbourhood Character Study***[9] resulted in 70 submissions.[10] The range of issues raised included:[11]

- A desire for more trees in private and public spaces.
- The impact of increased density on amenity, open space, car parking, community services, private rubbish bins, road layout and traffic including loss of character in RGZ.
- Concerns over zoning and the impact on neighbourhood character.
- Greater guidance on design features such as roof forms and colour palettes.
- Concern about over development including overshadowing.
- A desire for a two-storey height limit.
- That character should reflect surrounding suburbs.
- That character objectives are not necessary.
- The need for improved maintenance of private and public land.
- Concerns about increased demand for on-street carparking.
- The impact of Draft Study on Development Plans for River Valley, City West Water site and final stage of Cairnlea.
- The need for housing diversity (particularly for aged).
- Suggested use of quarries for open and recreational space.
- Greater clarity around how character and heritage are assessed.
- Greater reference to the H.V. McKay Garden Estate subdivision and potential for standalone character precinct.
- Greater reference to the Albion Neighbourhood Plan.
- That the Draft Study facilitates development.
- How the Draft Study references VCAT decisions.
- That the Draft Study does not consider existing restrictions over the land e.g., covenants.
- A range of feedback about other matters including comments about Melbourne Airport Rail, development of surplus school sites, management of private shopping centres, contamination etc.

Another round of engagement was undertaken in October/November 2022 to provide an updated snapshot of community concerns. This included two interactive maps on Brimbank City Council's 'Your Say' page—on which community members could pin locations and input comments—and a workshop with Councillors. The interactive maps resulted in 49 comments from 19 respondents.

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[9] Mesh 2019, Draft Brimbank Neighbourhood Character Study, Brimbank City Council.

[10] These comprised 53 pro forma submissions related to residential land south of Taylors Road, between Arthur Street and Alfrieda Street, St Albans, and 16 individual submissions.

[11] Listed verbatim from Council meeting minutes. Brimbank City Council 2020, *12.6 – Draft Neighbourhood Character Study – Progress Report*, Brimbank Ordinary Council Meeting 23 June 2020, p.609–610.

Key issues, considerations and opportunities from the **preliminary engagement** and the **'Your Say' maps** included:

Housing diversity

- New development should include a variety of housing.
- New development should include some single storey housing to remain in keeping with the surrounding character.
- Underutilised land should be developed with higher density forms.
- Locate higher density housing along main roads and near activity centres.
- Concern about preserving existing suburbs and streetscapes.
- Townhouses and units should be built in new areas only.
- Sunshine is a good location for apartments (followed by Deer Park, Albion, St Albans and Sydenham/Watergardens).

Built form, design and quality

- Concern about quality of new development.
- Concern about new development impacting on neighbourhood character and heritage value of areas.
- New development should be energy efficient and powered by solar energy.

Landscaping

- Need for additional landscaping and trees, along streets and in parks.
- Incorporation of trees with idented parking.
- Incorporation of more native vegetation.

Access and movement

- Creation of new pedestrian footpaths and connections between suburbs.
- Bus services should be increased, and cycle paths should be linked.

Car parking and traffic

- Concern about increased traffic and increased demand for car parking.

The engagement also resulted in positive feedback about neighbourhoods and green areas that residents appreciate and about how Sunshine will be a great suburb to live in in the future.

The Councillor workshops consisted of a hybrid Zoom and in-person session. Key issues, considerations and opportunities from the **Councillor Workshop** included:

Housing diversity

- Housing types that cater to all ages, life stages, economic circumstances and physical abilities will be needed in the future.
- Underdevelopment of land should be avoided, consider minimum height limits and/or development targets.

Housing location

- Close to amenities (e.g., public transport, community facilities, shopping centres).
- In activity centres.
- On vacant and underutilised land.
- Above shopping centre car parks.
- Potential future railway station east of Calder Park Drive a potential opportunity for increased growth.
- Avoid creating isolated communities.

Neighbourhood character

- Space around buildings should be retained.
- Opportunities for greening, including in existing developments, new developments, on roof tops and in nature strips.
- Albion's neighbourhood character should be protected.
- Design guidance for medium and high density areas should be improved.
- Should consider modal shift and sustainability.
- There are a lot of issues related to parking—lack of sufficient visitor parking, car dependency leading to demand for parking, on-street parking that takes away space for trees, developments designed around provision of parking (e.g., with driveways and garages).

Common themes between the rounds of consultation in 2019 and 2022 are that residents:

- Desire housing diversity located near activity centres and main roads, where it will not impact too much on the character and heritage of established neighbourhoods.
- Support higher density (than the current neighbourhood's density) in these same areas, but only if it well designed and of high quality.
- Would like additional landscaping through the municipality.
- Would like increased connection between areas, both visually (i.e., through attention to fencing and interfaces) and physically (i.e., through pedestrian paths and cycle paths).
- Are concerned about preservation of adequate on-site parking throughout the municipality.

2.4 Role of Council

Brimbank City Council will play an important leadership role in understanding and capturing the community's housing needs and providing strategic direction to guide the required future mix, location and design of housing.

However, housing is a broad and complex issue influenced by a range of interrelated factors, with an important factor being the market. Regardless, Council must be deliberate in the role it elects to play. Key areas where Council plays an important role in housing are:

- **Monitoring** – Collecting relevant information to understand the housing market, how it is changing, and the needs of the community.
- **Planning and Policy** – Updating the Planning Policy Framework (PPF) and zones and overlays to respond to housing needs and priorities and provide strategic direction to achieve desired outcomes. This includes planning for an adequate supply of housing, identifying the preferred location for different types of housing and guiding the way housing is designed.
- **Advocacy and partnerships** – Working proactively with the State and Federal Governments, agencies and the development industry to promote desired housing outcomes and the provision of infrastructure and services to support housing.

This Project focusses primarily on the planning and policy role, building on recent monitoring work undertaken by Urban Enterprise.[12] While matters may arise that will be relevant to Council's advocacy and partnerships and capacity building roles, these are not the primary focus of the Project.

2.5 Summary of Findings

- Brimbank is experiencing rapid growth as a result of its locational attributes as a middle-ring municipality, current and future government investment in key infrastructure projects and its attractiveness to overseas migrants.
- The community aspires to retain Brimbank's heritage, character, and relative affordability as part of its growth, and to meet the housing needs of an ageing and diverse population.
- Council has a range of important roles to play when it comes to housing. The key focus of this Project is on planning and policy responses to housing and neighbourhood character.

[12] Urban Enterprise 2021 (updated 2022), *Brimbank Housing Strategy: Background Analysis,* Brimbank City Council.

3. POLICY CONTEXT

The government policy landscape shapes how Council plans for housing and neighbourhood character. In Australia, housing policy is primarily the responsibility of the State, with obligations placed on local government. Federal government policy has an important, but less direct, impact on how Council plans for housing growth and change. Neighbourhood character policy is the responsibility of local government, at the direction of the State Government.

3.1 Federal

The Commonwealth's role in shaping housing is generally restricted to taxes and housing market interventions. The Department of Social Services seeks to set policy to improve housing affordability and the provision of social housing and to address and prevent homelessness.[13] Implementation strategies include funding agreements between the Commonwealth and states and territories to respond to their housing and homelessness crises and development of the National Housing and Homelessness Agreement (NHHA) and National Rental Affordability Scheme (NRAS).

National Housing and Homelessness Agreement (Department of Social Services, 2018)

The NHHA provides Commonwealth funding to State and Territory Governments to improve access to affordable, safe and sustainable housing. An estimated $2 billion has been allocated to Victoria over the course of five years (2018–2022), with approximately $413 million injected in 2020–21 to support Victoria's homelessness and social housing goals as per the State Government's *Homes for Victorians* policy framework (see *Homes for Victorians* in section 3.2 below).

National Housing and Homelessness Plan (Department of Social Services, under development)

The Australian Government is currently developing a National Housing and Homelessness Plan. This will be a 10-year strategy that sets out a vision for future housing and homelessness policy in order to help more Australians access safe and affordable housing. Stakeholder engagement for the plan will be conducted in the second quarter of 2023.

National Rental Affordability Scheme (Department of Social Services, 2008–2026)

In conjunction with State and Territory Governments, the NRAS seeks to respond to a lack of affordable housing across Australia by providing financial incentives to developers. Financial incentives apply only to newly constructed dwellings, with the intention of:

- Increasing the supply of affordable rental housing.
- Reducing rental costs for low to moderate income households.
- Encouraging the large scale investment and innovative delivery of affordable rental housing.

Allocation of affordable housing is means tested, providing affordable housing only to those most at risk of rental stress, such as low to moderate income earners.

The 2022–23 Federal Budget (Australian Government, 2022–23)

The 2022–23 Federal Budget seeks to implement a comprehensive housing reform agenda, which includes bringing all levels of government together with the housing industry under a new Housing Accord. The Housing Accord sets an initial aspirational target of delivering one million new, well-located homes over five years. It includes funding commitments to invest in new social housing and assist home buyers, the establishment of a National Housing Supply and Affordability Council as an advisory body to the Commonwealth on housing policy, and

[13] Outcome 4 of the department's Corporate Plan 2022–23.

commitments from State Government to undertake expedited zoning, planning and land release to deliver affordable housing opportunities.

Other Initiatives

Efforts to increase home ownership are facilitated through measures such as the National Housing Finance and Investment Corporation (NHFIC), which provides first time home buyers with concessional loans and home starter grants to ease entry into the housing market.

Australia's social welfare system also provides relief from rental stress through rent assistance, through which the renter is a recipient of a Centrelink payment.

Another initiative is the Housing Australia Future Fund (HAFF), which was established in November 2023. The HAFF is a dedicated investment vehicle to provide additional funding to support and increase social and affordable housing, as well as other acute housing needs including, but not limited to, the particular needs of Indigenous communities and housing services for women, children and veterans.

3.2 State

Housing policy and planning for growth rests primarily with the State. In Victoria, broad policy objectives align with those of the Commonwealth. These include objectives to improve access to home ownership, to increase the supply of social and affordable housing and to reduce rental stress. State policy provides guidance to local governments on planning for housing, accommodating projected needs and ensuring that housing is affordable and that neighbourhoods are liveable.

State Government also provides policy direction to local governments on planning for neighbourhood character. Further, the State Government prepares land use plans and policy that guides housing growth and, to a lesser extent, character.[14]

Plan Melbourne 2017–2050 (Victoria State Government, 2017)

Plan Melbourne provides the blueprint for the future of metropolitan Melbourne, setting the vision and policy direction for the growth of Melbourne to a projected population of 8 million people in 2050.

Outcome 2 of *Plan Melbourne*—'Melbourne provides housing choice in locations close to jobs and service'—is most relevant to the Project and is to be achieved via the following key policy directions:

- Focus the delivery of new housing in established suburbs close to existing services, jobs and public transport.
- Provide certainty about the scale of growth in the suburbs.
- Incorporate mixed use development with housing in urban renewal precincts and activity centres.
- Increase the supply of social and affordable housing.

A key aspect of this outcome is achieving a 70/30 split for housing growth—meaning that 70 percent of all new housing is to be built in established areas, with the remaining 30 percent of housing built in greenfield areas. This 70/30 ratio will help manage housing supply, consolidate Melbourne's growth and limit urban sprawl, ensuring that Melbourne remains liveable.

Established areas such as Brimbank are expected to accommodate a significant amount housing growth. *Plan Melbourne* seeks to direct development of diverse, higher density housing through application of the 20-minute neighbourhood framework (Figure 6). The idea behind this framework is that everyone will be able to meet their daily needs within a 20-minute walk (round trip) from home.

[14] An example of this is DTP's planning for Sunshine Priority Precinct.

Figure 6: 20-minute neighbourhood framework (Source: Plan Melbourne 2017–2050)



Figure 7: Hallmarks of 20-minute neighbourhoods (Source: State Government of Victoria, DELWP website)



Plan Melbourne identifies Sunshine as an MeAC and the Sunshine/St Albans area as an NEIC supporting significant development and investment in the suburb.

The Sunshine NEIC, and in part the SHWEP, is expected to build a critical mass of tertiary education, health-related training, health care, and retail and professional services, by building on existing uses such as the Victoria University Sunshine and St Albans campuses, the Sunshine and Western Centres for Health Research and Education, the Sunshine and St Alban's Activity Centres, and nearby industrial areas. Investment in the Metro

Tunnel, level crossing removals, regional train services and the airport rail will further enhance the connectivity and activation of this cluster.

Within *Plan Melbourne,* neighbourhood character is viewed in two ways. In one sense, the character of a neighbourhood is something ultimately created by residents and will change over time. Planning's role is to support the growth of sustainable, high amenity communities that enable a preferred character to flourish. In another sense, neighbourhood character is the distinctiveness of an area's public realm and built form. This includes things such as its prevailing architectural styles, patterns of development, open spaces and landscaping, and distinct heritage buildings. *Plan Melbourne* notes how protecting and evolving this type of neighbourhood character has been addressed by recent reforms to residential zones (discussed further below).

Western Metro Land Use Framework Plan (Victoria State Government, 2017)

The Western Metro Land Use Framework Plan was developed to guide the application of *Plan Melbourne* for six western local government areas: Brimbank, Hobsons Bay, Maribyrnong, Melton, Moonee Valley and Wyndham. It sets a 30-year strategy for population and industry growth, service and infrastructure development, public and private investment, the preservation of distinct and historic characteristics of the region and environmental resilience.

Victoria in Future 2019 (DELWP, 2019)

Victoria in Future (VIF) is the official State Government projection of population and households. Projections are based on trends and assumptions for births, life expectancy, migration and living arrangements across all of Victoria.

VIF 2019 showed that Victoria has been growing at a faster rate than planned for in *Plan Melbourne*. However, these projections have not yet been updated to reflect changes to populations since the Covid-19 pandemic.

State policy directs that Councils base their housing strategies on these population projections. These have been a key input of the background population and demographic analysis of this Project.

Homes for Victorians (Victoria State Government, 2017)

In response to projected population growth, *Homes for Victorians* provides a coordinated set of initiatives specific to the delivery of housing throughout the state.

The key initiative relevant to this Project is Initiative 2 – 'Increasing the supply of housing through faster planning approvals. This initiative provides the framework for reform to residential zones, targeting greater housing development in key areas such as activity centres and increasing the supply of affordable housing.

Big Housing Build (Victoria State Government, 2020)

The Big Housing Build is a Victorian Government program that seeks to boost the supply of social housing by 10 percent in four years (to 2024). As of November 2022, the Big Housing Build has delivered 20 homes in Brimbank—with another 248 underway—across 21 projects.

10-Year Strategy for Social and Affordable Housing + Discussion Paper (Homes Victoria, 2021)

In early 2021, the State Government ran a consultation program to seek input on development of a 10-Year Strategy for Social and Affordable Housing that would achieve a step change in the social and affordable housing landscape. The Discussion Paper outlined a vision for all Victorians to have access to safe, affordable and appropriate housing and set out four principles for the strategy:

- **People at the centre** – Housing that is responsive to the needs of different people.
- **Shared action and accountability** – Government, service providers, private businesses and community working together to achieve the vision.
- **Maximising value** – Strategies that are informed by data and evidence, to deliver the best outcomes and value.

- **Sustainability** – Government and community housing sectors have the capacity to scale up efficiently to deliver growth, and housing incorporates best practice sustainable design.

The Strategy is expected to be released in the coming months.

Planning Policy Framework (State and Regional Provisions)

The PPF is the policy content of the planning scheme. It provides state, regional and local context[15] for spatial planning and decision-making by planning and responsible authorities.

The State and regional provisions set out Brimbank City Council's obligations as planning authority in relation to planning for population growth and managing housing change. The clauses and policy directions most relevant to the **Housing Strategy** are as follows:

- Clause 11.01-1S *Settlement* – Seeks the development of compact, sustainable communities that offer convenient access to jobs, services infrastructure and community facilities, preferencing urban renewal and infill development over urban sprawl.
- Clause 11.01-1R *Settlement* – Metropolitan Melbourne requires metropolitan councils to plan in accordance with *Plan Melbourne*, which seeks to facilitate major growth and change in major employment, health, and education precincts and activity centres beyond the central city to meet the needs of Melbourne's rapidly growing population. Sunshine is identified in the Melbourne 2050 spatial framework as an MeAC and NEIC, supported by transport infrastructure improvements.
- Clause 11.02-1S *Supply of urban land* – Requires planning authorities to ensure there is sufficient supply of land available for residential (and other) uses for at least a 15 year period, having regard to a range of considerations, including opportunities to consolidate existing urban areas, neighbourhood character and any constraints or limitations on development or infrastructure.
- Clause 13.07-1S *Land use compatibility* and Clause 13.07-2S *Major hazard facilities* – While not explicitly related to housing, these are relevant to the siting and intensification of housing, as they require separation from sensitive uses to manage risk and adverse off-site impacts.
- Clause 16.01-1S *Housing supply* – Seeks to facilitate quality housing that is located appropriately, at the quantity needed, with the diversity that meets community needs and at higher densities near jobs, services and public transport.
- Clause 16.01-2S *Housing affordability* – Aims to deliver affordable housing in close proximity to employment, transportation and services and to ensure that social and public housing meets community needs.
- Clause 16.01-4S *Community care accommodation* – Seeks to facilitate the establishment of this accommodation, keeping location confidential.
- Clause 16.01-5S *Residential aged care facilities* – Recognises that this type of accommodation contributes to housing diversity and choice and is appropriate in residential areas. The policy facilitates the development of well-designed and appropriately located residential aged care and requires housing strategies to provide for these facilities to enable older people to live in appropriate housing in their local community.[16]
- Clause 18.02-7S *Airports and airfields* – Seeks to protects airports and airfields from incompatible development and to minimise the detrimental effects of aircraft noise on surrounding areas.
- Clause 18.02-7R *Melbourne Airport* – Protects the operations of Melbourne Airport and ensures new use or development does not affect its optimal operation and use.

The following State policy directions are most relevant to the **Neighbourhood Character Strategy**:

- Clause 15.01 *Built Environment* – Focuses on minimising adverse impacts on existing built form and ensuring that new development positively contributes to living and working environments.

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[15] The new format PPF integrates all three levels of policy. At present, some planning schemes are still in the process of being translated to the new format.

[16] However, this policy does not address locational need and preferences for residential aged care facilities.

- Related specifically to neighbourhood character, Clause 15.01-5S contains strategies to:
  - *Support development that respects the existing neighbourhood character or contributes to a preferred neighbourhood character.*
  - *Ensure the preferred neighbourhood character is consistent with medium and higher density housing outcomes in areas identified for increased housing*.
  - *Ensure development responds to its context and reinforces a sense of place and the valued features and characteristics of the local environment and place by respecting the:*
    - *Pattern of local urban structure and subdivision.*
    - *Underlying natural landscape character and significant vegetation.*
    - *Neighbourhood character values and built form that reflect community identity.*
- This clause is key to establishing the role of existing and preferred neighbourhood character statements in decision making.

> Clause 15.03 *Heritage* – Ensures the conservation of places of historical significance. It provides for retaining important heritage elements and encourages new development that aligns with heritage values.

Residential Zone Reforms

In 2017, a review by State Government resulted in reforms to the existing suite of residential zones. The zones relevant to Brimbank include the GRZ, NRZ and the RGZ. The reforms include the following:

> Allowance for design and neighbourhood character outcomes to be specified within a schedule.

> Strengthened building height controls in the NRZ and the GRZ.

> Introduction of a mandatory minimum garden area requirement in the NRZ and GRZ.

> Removal of the dwelling per lot cap in the NRZ.

In 2018, following feedback from local government and industry, the zones were further refined to clarify matters relating to the minimum garden area requirements in the NRZ and GRZ.

In 2019, PPN90 – *Planning for housing* and PPN91 – *Using the residential zones* were released (refer below for further details). These established a new integrated approach to planning for housing and neighbourhood character and provided greater clarity on the use of residential zones to direct preferred housing outcomes.

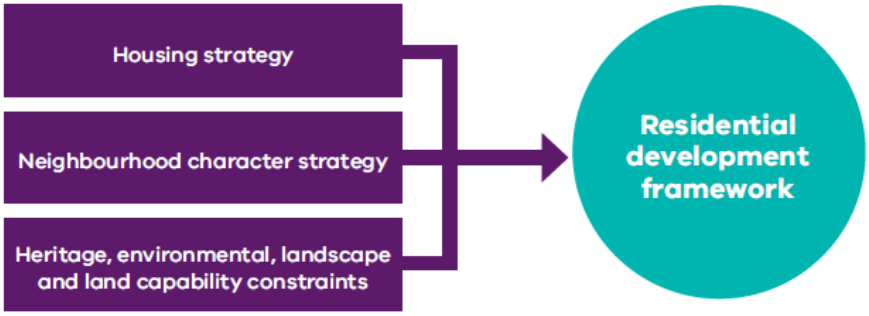
Brimbank's residential zones were implemented in 2014 (strategically justified by Brimbank's Housing Strategy, *Home and Housed)*. The schedules were then intended to be further updated following the 2017 changes (with strategic justification provided by a Draft Neighbourhood Character Study). This work was commenced in 2018 but was then halted following consultation on the Draft Study due to the release of the PPNs in 2019. It is now being revised and finalised as part of this Project.

Planning Practice Notes 90 and 91 (DELWP, 2019)

PPNs give technical advice about the planning system. As mentioned above, in 2019 two significant new PPNs were released that directly shape this Project.

PPN90 – *Planning for housing* provides guidance on how to plan for and balance housing growth and protection of neighbourhood character through preparation of an RDF. This framework requires holistic strategic planning in the form of a Housing Strategy, a Neighbourhood Character Strategy, and analysis of heritage, environmental, landscape and land capability constraints to bring all issues together into a coherent strategic vision that balances competing objectives.

Figure 8: Inputs for an RDF (Source: PPN90)



A key action associated with an RDF is identifying areas of minimal, incremental and substantial change, using the existing built form as a starting point. Identification of levels of change serves as a way to balance competing objectives and provides the community with more certainty about future growth.

Figure 9: RDF levels of housing change (Source: PPN90)



PPN91 – *Using the residential zones* provides guidance on how to use the new residential zones from the 2017 and 2018 reforms, how to make use of key features of the schedules and how to support their use with local policies and overlays. It explains that Councils can work toward preferred neighbourhood character through preferred neighbourhood character statements in local policy and objectives specified in schedules to residential zones, noting that Councils should consider whether it is necessary to have both.

One of the key differences in how to use zones (in contrast to how zones were previously defined by State Government, and in turn, used by Brimbank in *Home and Housed* – see below) relates to the alignment of residential zones with housing change areas. PPN91 makes it clear that all residential zones should support and allow for increased housing unless there are special attributes or physical constraints. However, some zones are more appropriate than others for different levels of change. As such, zone selection should be based on the development capacity of the land. For Brimbank, constraints that may limit housing growth are outlined in the Housing Influences chapter of this Background Report.

Figure 10: Aligning housing change areas and the residential zones (Source: PPN91)

Zone	Special or constrained	Minimal	Incremental	Substantial
Low Density Residential Zone	✓	✓		
Mixed Use Zone			✓	✓
Township Zone		✓	✓	
Residential Growth Zone			✓	✓
General Residential Zone			✓	✓
Neighbourhood Residential Zone	✓	✓	✓	

A new feature of the 2017/2018 residential zones was the introduction of maximum heights for each zone. These heights will be a key factor when determining growth capacity and can be used in conjunction with applying local requirements (i.e., design/neighbourhood character objectives and/or variations to Clause 54 and 55 standards – see below) to achieve preferred built form outcomes. For Brimbank, these outcomes will be identified in the future Neighbourhood Character Strategy, based on analysis outlined in the Neighbourhood Character Influences chapter.

The Residential Development Influences chapter provides more detailed guidance on how the residential zones and their schedules can be implemented to achieve Brimbank City Council's strategic vision for housing and neighbourhood character.

Clause 54 and Clause 55

Clauses 54 and 55 are often collectively referred to as the Residential Code (ResCode). These clauses set objectives and standards for residential development for one dwelling on a lot (Clause 54) and two or more dwellings on a lot (Clause 55).

The purpose of these clauses is to ensure residential development respects existing neighbourhood character or contributes to a preferred neighbourhood character, provides a reasonable standard of amenity for existing and new residents, and is responsive to the site and neighbourhood.

Some standards contained in ResCode can be varied by the implementation of specific schedules in the residential zones. In Brimbank, schedules have been used to vary ResCode Standards. These variations are discussed in Section 3.3.

These variations are applicable whether a planning permit is required for the residential development or not. Where permits are not triggered, the variations are implemented via the Building Regulations.

DTP is currently reviewing ResCode as part of its ongoing process to improve and streamline the planning system. A Discussion Paper[17] has been released that sets out an updated format of the ResCode standards to be clearer about their expectations and to be better aligned with the principles of the Victorian Planning Provisions. The expectation is that this new model will lead to more certain and more efficient development assessment and decision making. Any changes made to ResCode are not expected to impact on this Project, as changes will be made to the format only, and not the content of the ResCode standards.

[17] DELWP 2021, *Improving the operation of ResCode: A new model for assessment,* DELWP website, accessed 13 February 2023, https://engage.vic.gov.au/improving-operation-rescode.

3.3 Local

Existing local policy also influences housing and neighbourhood character in Brimbank. As some of this policy is now out of date because of changes to State policy direction, the directions highlighted here are subject to change as a result of this Project.[18]

Local Planning Policy Framework

At the time of writing, the Brimbank Planning Scheme still reflects the old format (with a State PPF and Local PPF). However, Planning Scheme Amendment c225brim proposes to update the Scheme by translating existing local policy from the LPPF into the new integrated Municipal Planning Strategy (MPS) and PPF in accordance with the structure introduced by Amendment VC148. It also seeks to incorporate new local policy content as identified as part of a review of the Planning Scheme, audit of adopted policies, strategies and plans, and community consultation.

Amendment c225brim was submitted to the Minister for approval on 2 November 2022. Council is still awaiting a decision.

[18] These have been identified where applicable.

Current LPPF

The Municipal Strategic Statement identifies an increasing demand for housing, to meet the needs of an ageing population and to accommodate smaller household sizes (Clause 21.02). This housing, as envisaged by the strategic land use vision (Clause 21.04), is to be if the form of well-designed, high quality and sustainable development that contributes to the desired neighbourhood character and respects heritage and landform. Increased residential densities are to be in and around activity centres.

The following polices relate primarily to **housing**:

- Clause 21.07-1 *Residential Growth* directs resident growth to appropriate locations, with lower density housing directed to the NRZ, increased densities in the GRZ and higher densities in the RGZ (21.07-1). The effectiveness of these zones is discussed in the Housing Influences section).
- Clause 21.07-2 *Housing Diversity* encourages diverse housing, including adaptable, affordable and student housing. The demands for this type of housing are growing (refer to Housing Influences section). Background analysis done for the Strategy[19] revealed that 80% of new dwelling growth in Brimbank is separate houses, and 14% is semi-detached and townhouses, suggesting that diversity needs are not currently being met.
- Clause 21.07-3 *Residential design* seeks new development that demonstrates best practice ESD and is supported by local policy at Clauses 21.06-5 and 22.02, which requires multi-unit residential development to demonstrate ESD performance as an application requirement. This policy has been removed from the new PPF, however, the ESD performance of housing remains a concern in Brimbank (refer to Housing Influences section).
- Clause 21.08-1 *Activity Centres* – encourages higher density residential housing in activity centres that are serviced by the principal public transport network. This policy is currently being supported by strategic work for the Sunshine MeAC (refer to the Sunshine Policy Context below. The Housing Influences section identifies those major residential developments (including those incorporating apartments, are emerging in and around activity centres. Sunshine, Sydenham and St Albans activity centres are also identified as having substantial capacity to accommodate more apartment development; however, this is unlikely to occur until land values increase, migration rates normalise and major public section investment progresses.[20]
- Clause 21.09-1 Industrial Precincts identifies the value of Brimbank's industrial land and seeks to manage conflict between industry and sensitive land uses through buffers and the considered location of new residential development. Understanding the potential conflicts between residential development and industrial uses is a complex issue, with buffers difficult to define. This is discussed in further detail I the Housing Influences section.
- Clause 21.10-4 Infrastructure – Seeks to ensure new developed is well serviced and protected from flooding. Strategies seek to encourage new development to incorporate on-site stormwater treatments and maximise permeable surfaces. This policy tends to be addressed on a case-by-case basis, usually on larger developments as is more challenging to achieve on-site treatment on smaller developments. In addition, Clause 55 provisions (and variations) relating to site coverage and permeability tend to take precedence in assessment of housing.

The following policies relate primarily to **neighbourhood character**:

- Clause 21.07-3 *Residential design* – Promotes well designed, innovative and responsive development (21.07-3), that respect neighbourhood character and reflects the objectives in character studies and design guidelines adopted by Council. No such studies or guidelines have been adopted, which creates a substantial policy gap for decision-makers (refer to Neighbourhood Character Influences section).
- Clause 21.06-1 *Heritage* – Seeks to ensure new development is sympathetic to the character of surrounding buildings and places and discourages 'mock' heritage design. Heritage Overlays (HO) have been applied and are potential constraints for housing growth (refer to Housing Influences section) and influence neighbourhood character in some areas (refer to Neighbourhood Character Influences).

[19] Urban Enterprise 2021 (updated 2022), *Brimbank Housing Strategy: Background Analysis*, Brimbank City Council.
[20] Ibid.

- Clause 21-06-7 *Non-residential uses in residential areas* – Seeks to protect the amenity of residential areas from the impacts (such as those caused by car and bicycle parking, hours of operation, landscaping and building design and location) of non-residential uses. The emerging threats to neighbourhood character of these uses are discussed in the Neighbourhood Character Influences section.
- Clause 21.06-3 *Escarpments and ridgelines* – Seeks to ensure that development along ridgelines and waterways is set back and designed to respect the natural features, including requirements for muted colours and use of natural landscape materials. This policy is supported by used of overlays to guide design outcomes, which is discussed in more detail in the Neighbourhood Character Influences section.

Proposed new format PPF

The local provisions of the proposed PPF set a vision for a liveable community where the urban environment supports a growing population in designated areas while respecting neighbourhood character and heritage, and a prosperous community where housing is of high quality, well located and relatively affordable (Clause 02.02).

Increased housing densities are directed to and around activity centres, and diverse and affordable housing types are encouraged (Clause 23.03-5). Innovative built form, configurations and design is encouraged in change areas, high amenity neighbourhoods are facilitated, and development is managed in heritage areas (Clause 02.03-4).

In the new format PPF, local policy must not duplicate state policy, and as such, the proposed PPF only specifies local provisions that extend state policy to a local context. These policies may be amended as part of the Project.

The following policies will primarily influence planning for **housing** in Brimbank.

- Clauses 11.03-1L-01 to Clause 11.03-1L-04 *Activity centres* – Focus on guiding commercial and retail development in activity centres at a range of scales. The policy supports residential development where it complements the commercial use and character of the centre, including above ground floor level, and the provision of appropriate transitions of built form at the edge of centres. Sunshine is identified as an MeAC, Deer Park and Sydenham are identified as major activity centres.
- Clause 13.05-1L *Noise abatement* – Requires noise attenuation for residential development in areas where amenity may be compromised, including the Calder Park Raceway, parts of activity centres close to loading areas and along the Melbourne Airport Rail.
- Clause 15.02-1L-01 *Energy and Resource Efficiency* and Clause 15.02-1L-02 *Environmentally Sustainable Development* – Promotes dwelling orientations and roof designs that benefit the use of rooftop solar as a primary energy source, and triggers sustainable design assessments for multi-unit developments.
- Clause 16.01-1L *Housing supply* – Designates preferred areas for student housing surrounding Victoria University and the University of Melbourne campuses at Sunshine and St Albans, and increased housing provision and diversity of housing (including housing with diverse bedroom numbers in multi-unit developments) in and around the activity centres of Sunshine, St Albans, Sydenham, Deer Park and Keilor Downs, where transport, services and facilities make development feasible. In keeping with heritage considerations, the clause encourages new development to the rear of existing dwellings in heritage significant areas. This clause references *Home and Housed*, and as such, is likely to be reviewed as part of this Project.
- Clause 16.01-2L *Housing affordability* – Encourages affordable housing in large scale residential developments and partnerships with Registered Housing Associations. No guidance is provided on preferred locations for affordable housing, which this Project will address.
- Clause 16.01-5L *Residential aged care* – Seeks to ensure that facilities are designed for safety, security and maximum amenity and that they have adequate open space. While strong demand exists for this type of development to meet the needs of an ageing community, the impact on neighbourhood character will need to be balanced.

The following policies will primarily influence **neighbourhood character**:

- Clause 12.03-1L *River corridors, lakes and wetlands* – Similar to the LPPF, seeks to ensure that development along ridgelines and waterways is set back and designed to respect the natural features, including requirements for muted colours and use of natural landscape materials.
- Clause 15.01-1L *Urban design* and Clause 15.01-2L *Building design* – Seek streetscape views free of service utilities (including electricity lines), durable and weather resistant materials and frontages that prioritise activation. Most requirements are general 'good design' expectations and could be strengthened and made more spatially specific.
- Clause 15.01-5L *Neighbourhood Character* – Is sourced from *Home and Housed*, and reinforces ResCode variations in residential zones, including requirements for open space and tree plantings. It seeks to minimise vehicle crossings and impacts on street trees. It is notable that in the translation process, Clause 21.07-3 *Residential Design* (in the old format LPPF), has been substantially reconfigured in Clause 15 to remove ambiguity about the application of design requirements across different zones. The relevance of specific design strategies (particularly those that require integration with surrounding environment and respect for neighbourhood character) has been clarified to apply only to developments that require an assessment against neighbourhood character (i.e., it does not apply to development in areas of substantial change, such as RGZs, where a preferred character is more relevant than existing neighbourhood character. This policy will be reviewed as part of this Project.
- Clause 15.03-1L *Heritage Conservation* – Applies to land affected by the Heritage Overlay (HO) and provides guidance on demolition and alteration of individual and contributory heritage buildings. Alterations and additions to contributory buildings must not detract from the building's heritage significance and, regarding non-contributory buildings, alterations and additions must be visually recessive from the streetscape.

Zones and Overlays

Zones and overlays are used to implement planning policy objectives. Zone schedules are used to achieve local planning policy objectives. The residential zones and their purposes are set out in Table 2, with key words bolded to emphasise the differences between the zones.

Table 1 Residential Zones

Zone	Purpose relevant to housing + neighbourhood character
RGZ	To provide housing at **increased densities** in buildings **up to and including four storey buildings**. To encourage a **diversity** of housing types in locations offering good access to services and transport including activity centres and town centres. To encourage a scale of development that provides a **transition** between areas of more intensive use and development and other residential areas. To ensure residential development achieves **design objectives** specified in a schedule to this zone.
GRZ	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.
NRZ	To recognise areas of predominantly **single and double storey** residential development. To manage and ensure that development **respects the identified neighbourhood character**, heritage, environmental or landscape characteristics.
MUZ	To provide for a **range of residential**, commercial, industrial and other uses which complement the mixed-use function of the locality. To provide for housing at **higher densities**. To encourage development that **responds to the existing or preferred neighbourhood character** of the area.

Residential Zones have been applied in accordance with *Home and Housed*, before the release of PPN90, and as such their application does not align with current planning direction.

A summary of zones used in Brimbank and commentary on their relevance to housing is provided in Appendix 7.1. In summary, the key findings are:

- The NRZ is applied to areas intended for Limited Change and the GRZ is applied to areas intended to accommodate Incremental Change, however, the NRZ is accommodating incremental change at a similar rate to the GRZ (39% and 37% respectively[21]). The reforms to the NRZ and GRZ as will be a consideration for this Project, particularly how these zones are now used primarily to direct height, rather than extent of change (refer Neighbourhood Character Influences section).
- The RGZ is intended to accommodate Substantial Change. Analysis shows that growth is not being achieved at a meaningful rate in the RGZ due to a combination of factors, including market conditions (refer to Housing Influences section) and policy conflicts regarding neighbourhood character (refer to Neighbourhood Character Influences section). In this context, the immediate concern for the Project, as the apartment market matures, relates to ensuring the RGZ land is not subject to *underdevelopment*.
- The Mixed Use Zone (MUZ) is a residential zone not implemented by *Home and Housed*, but used in isolated locations across the municipality where there is an existing mixture of uses or to redevelopment by development sites (refer to Appendix 7.3 for summary). While not the focus of this Project, the Housing Strategy will consider the capacity and potential of these site.
- Schedules to the Residential Zones are used to set ResCode variations. Some conflicts are noted between the Substantial Change expectations of the zone and policy to protect neighbourhood character. These are summarised in Appendix 7.2 and their impact on neighbourhood character and development outcomes is discussed in the Neighbourhood Character Influences chapter.
- Some areas of RGZ are affected by the HO (near the Sunshine and St Albans activity centres), which creates conflict between expectations for housing change, and protection of heritage values.

Overlays are used for a range of purposes that are relevant to housing and character. They are used in Brimbank to provide further design or development direction and play a significant role in directing the housing and character outcomes of these areas (where they apply to areas that include or are proposed to include housing). For example, the Design and Development Overlay (DDO) and the Development Plan Overlay (DPO) are used to provide guidance in activity centres, at interfaces with the freeway or waterways, or to require certain design outcomes on specific sites. These are discussed in detail in the Neighbourhood Character Influences section.

Other overlays are used to identify constraints to development such as the Land Subject to Inundation Overlay (LSIO), Special Building Overlay (SBO), and the HO. These overlays may influence where we can direct housing growth and are discussed in the Housing Influences section. The Significant Landscape Overlay (SLO) and the Environmental Significance Overlay (ESO) do not directly affect large areas of residential zoned land, but development abutting these overlays may need to have regard to the significance of the features subject to the overlay. For example, overlays applying to river and creek corridors seek protection of views from visually intrusive development.

A summary of the overlays that influence housing and neighbourhood character is provided in Appendix 7.4.

[21] Urban Enterprise 2021 (updated 2022), *Brimbank Housing Strategy: Background Analysis,* Brimbank City Council.

Figure 11: Zones in Brimbank (relevant to housing and neighbourhood character)

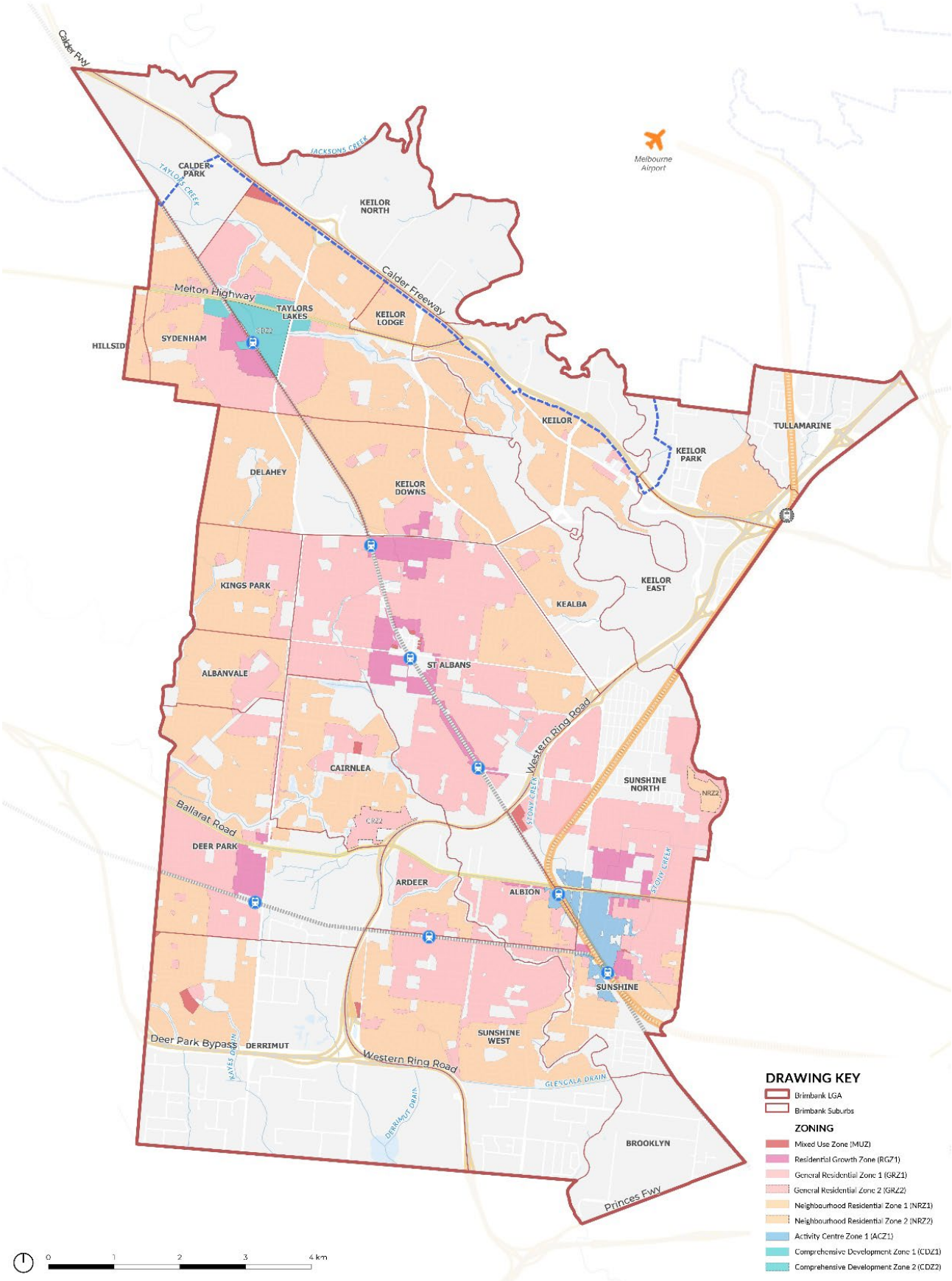
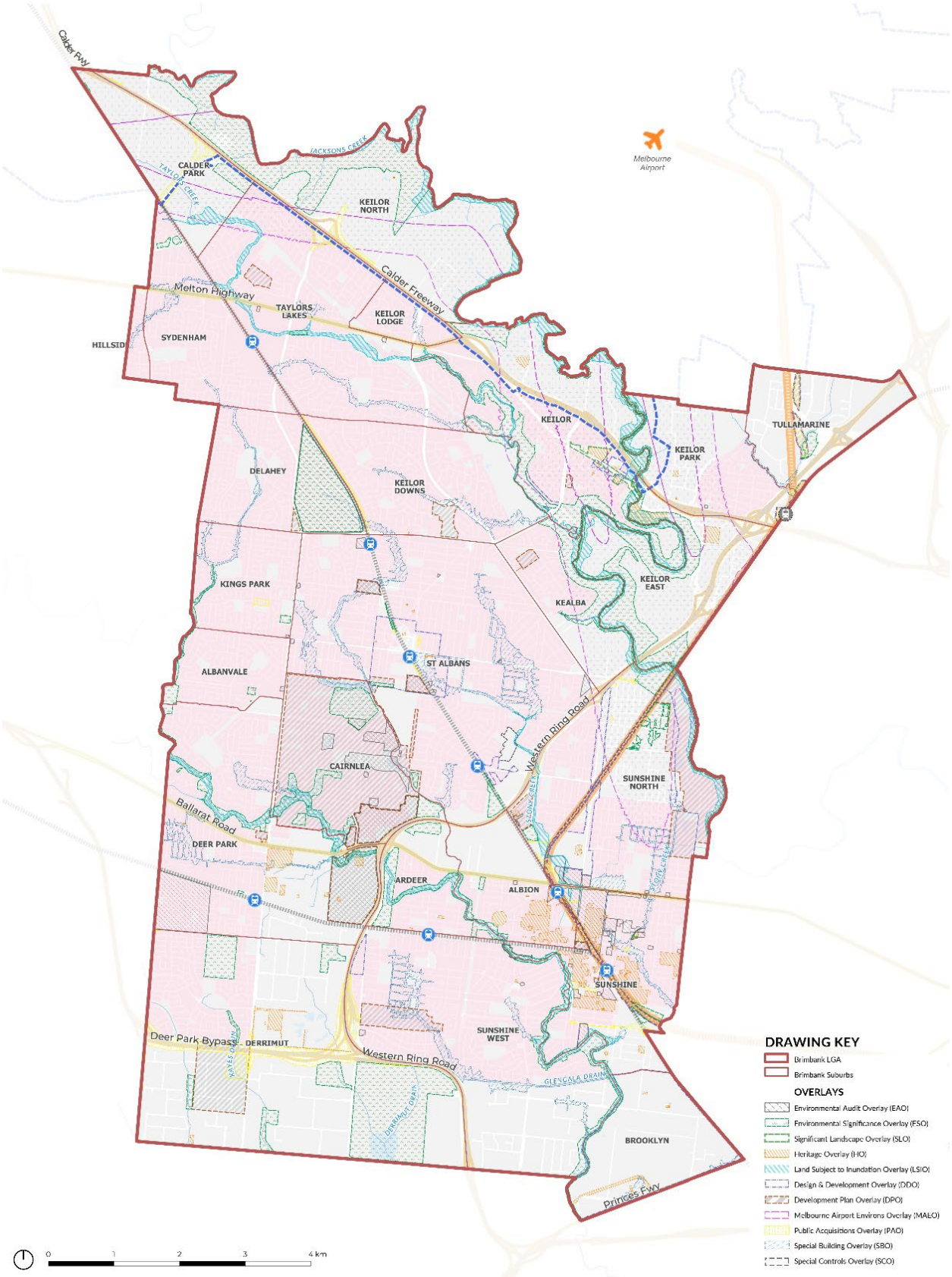


Figure 12: Overlays in Brimbank (relevant to housing and neighbourhood character)



***Home and Housed: The Brimbank Housing Strategy* (Brimbank City Council, 2014)**

Overview of Strategy

Brimbank City Council's current Housing Strategy, *Home and Housed*, provides the strategic basis for the suite of residential zones and the existing RDF.[22] It emphasises the importance of location, good design, housing diversity and neighbourhood infrastructure and sets a vision for:

- **A place to live** – Accommodating growth by determining the location of new housing in Brimbank.
- **A home for everybody** – Meeting the housing needs of different people in the Brimbank community.
- **Liveable neighbourhoods** – Protecting Brimbank's existing suburbs and ensuring supporting infrastructure, including green open space, is provided.

To achieve this vision, the Strategy identified areas of limited change, incremental change and substantial change using a multi-criteria assessment considering proximity to the nearest attractor (e.g., a train station, activity centre, community facility), development capacity (e.g., covenants, overlays, building age and condition), land suitability (e.g., slope, drainage, tree coverage), lot size, existing density and land ownership patterns, which were implemented through application of the different residential zones (refer to Table 1) and identification and rezoning of strategic development sites.

Many of the *Home and Housed* considerations remain relevant today but require review in the context of new State Planning Policy (such as Plan Melbourne) and planning direction (such as PPN90). For example, covenants, which affect parts of Brimbank, are no longer considered a constraint on planning for growth pursuant to PPN90. Opportunities and constraints for housing growth have been identified in the Housing Influences section. These will be carefully balanced to set growth, density and diversity directions in the Housing Strategy and the RDF.

Home and Housed also set strategic actions, many of which have been implemented through planning policy and variations to residential zone schedules, relating to affordable housing supply, adaptable, high quality and sustainable housing design, carparking and measures to protect neighbourhood amenity and character (although a detailed neighbourhood character study was not undertaken). This Project furthers these initiatives, to include a more detailed analysis of diverse housing needs (refer to Housing Influences section and the Urban Enterprise Background Report) and neighbourhood character (refer to Neighbourhood Character Influences section) to support future policies and actions in these areas.

Table 2 Home and Housed change areas (Source: Adapted from Home and Housed, 2014)

Change areas	Strategic rationale	Residential Zone applied
Limited change	In areas with limited access to services and facilities, including public transport.	NRZ
Incremental change	In areas with reasonable access to services and facilities, including public transport.	GRZ
Substantial change	In areas with good access to services and facilities, including fixed-rail public transport (i.e., primarily around rail stations).	RGZ

***Draft Neighbourhood Character Study* (Mesh, 2019) + *Peer Review* (Glossop Town Planning, 2021)**

The Draft Study was prepared to inform updates to the residential zone schedules and to establish a framework for protecting and enhancing Brimbank's neighbourhood character. A key limitation of this Study was that the existing zone boundaries were not to be reviewed, as these were defined by *Home and Housed*. The Study identified the existing character of Brimbank's residential areas, defined a preferred future character and made

[22] Currently located in Clause 21.07-5, but proposed to be deleted under the new format planning scheme.

recommendations for changes to the residential zone schedules, including the introduction of design and neighbourhood character objectives, new variations to ResCode standards and changes to decision and application guidelines.

The Study was placed on hold following the release of PPN90 and PPN91 and was subsequently peer reviewed 2020 in the context of changes to State Government direction. The peer review made several recommendations to align the Study with the PPNs and best practice. This is now being addressed as part of this Project.

The analysis and findings of the Study are being used as a starting point for the Neighbourhood Character Influences section of this Background Report, with further analysis and verification having been undertaken to address gaps and to build a more robust basis for determining policy and other interventions to balance neighbourhood character with housing growth.

Brimbank Housing Strategy: Background Analysis (Urban Enterprise, 2021, updated 2022)

This report compiles and analyses demographic and development information as key a source of background information for this Project. The analysis includes details of Brimbank's population and housing profile, residential development trends, population and dwelling projections and residential land supply and capacity. In 2022, it was updated and reissued to reflect the 2021 Census data.

Several issues are identified for the Housing Strategy to address, which are used as the basis for analysis in this Background Report. A summary of the key influences has been synthesised into the Housing Influences chapter of this Background Report.

Affordable Housing in the City of Brimbank: Detailed Needs Assessment (Affordable Development Outcomes, 2021)

Assembles a range of data and analysis to understand the level of affordable housing need in Brimbank. It includes information about the number and type of households experiencing homelessness and housing stress, as well as the types of dwellings and amount of funding needed to provide sufficient affordable housing in Brimbank. Key findings include the existence of a mismatch between housing supply and household types and the need for 218 additional affordable dwellings per year. The findings regarding affordable housing need and recommendations regarding preferred locations for affordable housing are synthesised in the Housing Influences chapter.

Together We are Brimbank: Community Vision 2040, Council Plan 2021–2025 and *Municipal Public Health and Wellbeing Plan*

Together We are Brimbank integrates Brimbank City Council's Community Vision, Council Plan, and Municipal Public Health and Wellbeing Plan into a single document. It presents the community's aspirations for a transformed Brimbank and Council's plan for achieving it. As part of this, Council plans to leverage new development to improve housing and liveability outcomes. One of its key strategies is to use planning and assessment processes to facilitate housing diversity, development and population growth.

Brimbank Climate Emergency Plan 2020–2025

Brimbank's Climate Emergency Plan outlines Council's position on the climate emergency and its commitment to social transformation through municipal leadership and collaboration. It sets a net zero emissions target for Council operations by 2030 and for the municipality by 2040. A key target of its Resilient Rebuild theme is "Affordable 'climate resilient' housing." Under this, new housing should be built to higher environmental standards and existing buildings should be retrofitted to be more energy efficient. New housing should anticipate future climate contexts, protect at risk groups and contribute to 20-minute neighbourhoods that enable living locally and travelling sustainably.

Transport Priorities Paper 2022

Brimbank City Council's Transport Priorities Paper outlines transport-related issues and guides transportation infrastructure provision and advocacy. It describes 31 priority projects and initiatives across nine categories, many of which are State Government projects. For State Government projects, Council will provide support and advocate for better outcomes. Within the municipality, Council will expand the cycling network, deliver electric charging facilities, and undertake the transition to an all-electric Council fleet. The projects and initiatives contained within the paper will help create a more sustainable and robust transportation network for residential areas of Brimbank.

These policies do not directly influence housing opportunities or constraints, but rather reinforce the positive opportunities presented by housing intensification and consolidation in activity centres and around public and green transport opportunities.

Brimbank Industrial Land Use Strategy 2018–2030

The Brimbank Industrial Land Use Strategy presents Council's vision for its industrial precincts. It establishes a clear PPF for facilitating investment and renewal of industrial areas and outlines actions that Council can implement as a planning authority. Mapping within the strategy illustrates land to preserve for industrial uses, as well as land in transitional areas that could potentially be rezoned for commercial or residential use.

The implications of industrial land buffer zones and interfaces as a constraint on housing intensification is discussed in more detail in the Housing Influences chapter.

Brimbank Parking Strategy 2019–2029

Brimbank City Council's Parking Strategy provides a framework for responding to local parking issues and sets out actions to guide Council's strategic approach to planning, provision, and management of parking. Its approach involves directing medium and high density residential development to nearby transport, employment and community facilities, and mandating the preparation of Green Travel Plans for developments of three or more units. With these initiatives, Council aims to 'unbundle' car parking from housing for large developments.

This is an important consideration for housing, as parking congestion is often raised by the community as a constraint on intensification of housing.

Council's clear position on this matter ensures that this Project can consider the opportunities of activity centres and nodes with certainty.

Revised Greenhouse Reduction Strategy 2013–2023

Refreshed in 2018, Brimbank City Council's Revised Greenhouse Reduction Strategy provides an update on emissions reduction efforts since 2013 and presents a roadmap for scaling up community action and achieving Council's target of 50% reduction in 2011 emissions by 2022/2023. Sustainable development initiatives include residential energy efficiency and solar programs delivered in partnership with community organisations and advocacy to other levels of government to make energy efficiency and renewable energy more accessible to renters and vulnerable groups.

The strategy also includes plans to introduce stronger ESD requirements into the Brimbank Planning Scheme. These ESD guidelines do not directly impact on housing, but may have indirect impact on neighbourhood character, where ESD design responses can change the look and feel of the built form.

Urban Forest Strategy 2016–2046

Brimbank City Council's Urban Forest Strategy presents an approach to increasing canopy cover from 6.2% to 30% by 2046 by planting 700,000 trees. This will involve tree planting on streets, in urban parks, along waterways and within private open space. Residents will be encouraged to undertake their own planting efforts on their property. The framework also contains strategies for reducing impervious surfaces and creating better community understanding of the urban forest, and it explores establishing a formal process to protect existing trees.

Housing does have an impact on the urban forest—intensification of housing has the potential to reduce space available for tree planting, and it can impact on street trees if not carefully considered. These are matters that will require policy responses in the Housing and Neighbourhood Character Strategies.

Innovate Reconciliation Action Plan 2019–2021

Prepared in consultation with Traditional Owner groups, the Brimbank Aboriginal and Torres Strait Islander Consultative Committee, and local Aboriginal and Torres Strait Islander peoples, Brimbank City Council's Reconciliation Action Plan seeks to strengthen Council's approach to reconciliation. It builds on the progress of the first reconciliation plan and lays out actions for improving relationships with Traditional Owners, cultivating greater understanding and respect for Aboriginals and Torres Strait Islanders, and enhancing the capacity of Aboriginal and Torres Strait Islander residents to improve their socio-economic status and determine their own future. The plan references the fact that Aboriginal and Torres Strait Islander peoples have lower rates of home ownership and labour force participation and are more likely to be living in one-parent families.

A Housing Strategy has limited scope to directly address these matters but addressing housing supply and choice through planning provisions can be a small part of a broader policy response.

Position Statement on Social and Affordable Housing

Brimbank City Council's *Position Statement on Social and Affordable Housing* outlines Council's position on social and affordable housing, as well as the principles, roles and pathways that guide Council's efforts. The statement aims to underpin improved engagement with residents and key stakeholders in developing a better approach to social and affordable housing provision. The position statement recognises that safe, secure and affordable housing is a human right and acknowledges the urgent need for more social and affordable housing in the municipality.

In Council's role as a 'planner', the paper outlines that Council should negotiate affordable housing contributions through discretionary policy and voluntary agreements.

For the purposes of this Project, we will be seeking to define principles for the preferred location of affordable housing in the context of this clearly defined need.

Every Aboriginal Person Has a Home: The Victorian Aboriginal Housing and Homelessness Framework (Aboriginal Housing Victoria)

Developed by Aboriginal Housing Victoria, this framework guides the improvement of housing outcomes for Aboriginal Victorians for the next 30 years. It aims to provide every Aboriginal Victorian with a home within a generation and meet the demand of 27,000 Aboriginal households by 2036. Objectives of the framework include increasing the supply of Aboriginal social and affordable housing, increasing the number of homes owned by Aboriginal people and communities, taking advantage of opportunities provided by Native Title and Treaties and employing levers such as inclusionary zoning.

Diverse and affordable housing will be a key focus for this Project, using planning levers within the current PPF.

3.4 Sunshine NEIC and Sunshine Precinct

Planning for the Sunshine Precinct is being led by DTP, formerly the Department of Transport (DoT). The proposed future housing capacity of the Precinct will have an influence on the supply of land needed to accommodate housing growth under this Project. The Project team is working closely with DTP to ensure that areas of overlap (if any) between this Project and the Sunshine Priority Precinct projects are considered, and that consistent approaches are taken wherever possible. This section provides an overview of relevant strategies and policies from a State perspective that will influence the Project.

Entire Precinct

Sunshine National Employment and Innovation Cluster Draft Framework Plan (VPA, 2017)

Presents a draft 30-year vision for the Sunshine NEIC. In doing so, it provides direction about future development in the area. Its framework, containing draft strategic outcomes and actions, aims to build on existing investments in healthcare and education, improve transport and amenity, encourage new businesses and services and coordinate further business investment. Mapping contained in the plan outlines precincts and land uses across Brimbank, including key employment centres and an open space and trail network plan. The draft framework plan aims to facilitate a greater range of housing and accommodation in well serviced locations, especially the Sunshine MeAC. It is understood State Government are preparing a new Framework Plan, one which is intended to be final and that captures the significant Government investment announced after 2017.

Final Brimbank Response Strategy: Western Rail Plan, including Melbourne Airport Rail and Sunshine Super Hub (Brimbank City Council, 2019)

Brimbank City Council's Final Brimbank Response Strategy contains processes and projects to assist Council in delivering major projects in collaboration with the State Government under the Western Rail Plan. The Western Rail Plan includes the Melbourne Airport, the Sunshine Super Hub, Melton and Wyndham rail line electrification, and fast rails to Geelong and Ballarat. The strategy was specifically developed to aid Council in responding to the Western Rail Plan, coming up with a vision for the investment, and delivering beneficial outcomes. It references the need for the Western Rail Plan to align with land use and transport strategies and for Council to push land use priorities, including residential location, as a consideration.

Sunshine Precinct Opportunity Statement (DoT,[23] 2021)

Sets a vision for the Sunshine Precinct, which is defined as an area encompassing Sunshine and Albion train stations, activity centres and surrounding 1.6km of neighbourhoods. The Precinct comprises three distinct hubs that will accommodate much of the Precinct's forecasted growth and change:

- The Sunshine Station, which will be surrounded by new housing development.
- The Albion Precinct, which will be a focus for jobs, innovation and services.
- The Sunshine CBD, which will be a diverse civic hub with increased housing, shops and services.

The Precinct Opportunity Statement notes that the Sunshine Precinct is able to accommodate substantial housing growth, including social and affordable housing. Three growth scenarios are presented, with the 'base case' aiming to accommodate 55,000[24] people in the form of 21,000[25] higher density homes—a large proportion of the total housing supply needed in Brimbank.

Sunshine Priority Precinct Vision 2050 – Leading with Vision: A City Ready to Shine (Brimbank City Council, 2021)

Sets out a vision and framework for leveraging investment in the Sunshine Priority Precinct. With significant infrastructure and investment projects—including the Melbourne Airport Rail and Sunshine Super Hub—already underway, Sunshine is set to become a hub of innovation and economic activity. The area currently contains a diverse mix of residents, and it is seeking to double its residential population by 2050. It aims to facilitate the growth of diverse, safe, accessible and community focussed neighbourhoods with a range of affordable and sustainable housing options, nearby open space and access to public transportation and opportunities for active transport.

[23] Now DTP.
[24] Updated figures provided by DoT.
[25] As above.

Neighbourhood Specific

Albion Neighbourhood Plan (Brimbank City Council, 2013)

Prepared in 2013 in response to community feedback about the Regional Rail Link works, the *Albion Neighbourhood Plan* provides key directions, strategies and ideas that seek to plan Albion in a logical and sustainable way. While this sets out a vision for the neighbourhood in terms of the public realm and capital works, it is not a strategic planning document. Further work has been required to assess its potential from a planning perspective.

This Plan and the neighbourhood character elements that it addresses are discussed in more detail in the Neighbourhood Character Influences chapter.

Sunshine Town Centre Sunshine Structure Plan (Brimbank City Council, 2014)

Outlines Council's strategy for realising the Sunshine Town Centre's full potential and transforming it into the capital of Melbourne's west, acknowledging future projects including the Airport Rail and the electrification of the Melton Railway line. The Structure Plan was implemented into the Brimbank Planning Scheme under Planning Scheme Amendment C105 through application of the ACZ and a range of other provisions.

While the Sunshine town centre is outside the scope of this Project, it is a key attractor for housing that will shape the neighbourhoods surrounding it.

St Albans Activity Centre Precinct Structure Plan (Brimbank City Council, 2011, revised 2015)

Implemented through Brimbank Planning Scheme Amendment C150, which rezoned areas in an around the activity centre and introduced a DDO. The influence of the DDO on character outcomes are discussed in the Neighbourhood Character Influences chapter. However, the activity centre itself, like the Sunshine town centre, is outside the scope of this Project other than as an opportunity to attract housing density and diversity in the surrounding neighbourhoods.

Keilor Downs Urban Design Framework (Brimbank City Council, 2018)

Prepared in 2018, the Keilor Downs Urban Design Framework is a vision setting document comprising design principles and concepts to guide future development of land within the Keilor Downs Activity Centre. The framework identifies large areas of undeveloped land that present opportunities to provide higher density development, including a diversity of medium to high density housing that caters to a range of abilities, ages and household structures (including families, singles and couples). It also notes that there is the opportunity to deliver a mix of one-, two- and three-bedroom dwellings and a mix of ground floor, reverse living and apartment typologies.

Sunshine West – Our 20-Minute Neighbourhood (DELWP and Brimbank City Council, 2019)

Sunshine West was identified by the State Government as a location to test implementation of the 20-minute neighbourhood framework as part of a pilot project. The project was delivered in three stages including community engagement, technical assessment and identification of future opportunities. DELWP (now DTP) identified that the Sunshine West neighbourhood—while a focus for growth and significant investment and home to a range of destinations suitable for a 20-munite neighbourhood—has experienced limited development. The neighbourhood remains low density (approximately 16 dwellings per ha), with only a few unit developments. The report found that the area around Glengala Village is an appropriate location for increased density and diversity of housing.

Sunshine Station Masterplan (DoT, 2022)

Identifies key proposals that will transform the area around Sunshine Station to support it as a transport 'super hub' and to provide direction for long term development in the area. The 'super hub' name describes Sunshine's role as the link between Melbourne Airport and Melbourne CBD and as the gateway to regional Victoria. The six

transformational projects proposed by the masterplan are all located around three sub-precincts of the station area and are intended to rejuvenate the precinct and attract development.

3.5 Abutting Municipalities

***Braybrook Regeneration Project* (VPA)**

Delivered through a partnership of VPA, DTP, Homes Victoria and Maribyrnong City Council, the Braybrook Regeneration Project will plan for the delivery of diverse and affordable housing, open space, community facilities, activity areas, and transport for Braybrook, just east of the Sunshine MeAC.

3.6 Summary of Findings

- **Changes to State policy and guidance:** Changes to metropolitan population projections (Melbourne to reach 8 million by 2050) have focussed State Government policy on accommodation of more housing within established areas such as Brimbank. This, and other factors, have also driven a change in how housing and neighbourhood character policy is developed (PPN90), and how residential zones are used and implemented (PN91). This means that Brimbank City Council's current Housing Strategy (*Home and Housed*) is now out of date and must be revised. Changes to State policy directions contained within *Plan Melbourne* (in particular, those relating to major transport infrastructure investment, the Sunshine Precinct, and the 20-minute neighbourhood framework), directs housing growth and change in different ways and will affect how we plan for housing in Brimbank.
- **Use of residential zones in Brimbank:** Given the above, the following observations are made of the current residential zones in Brimbank:
    - The intention to limit change in areas that are not proximate to transport is no longer supported by State Government policy. These areas are expected to (and currently do), accommodate incremental change, where they are not otherwise constrained.
    - The NRZ is no longer a suitable planning control for limited change areas only. This zone also supports incremental change (up to two storeys), and building approvals show that incremental infill development is occurring in Brimbank's NRZ areas. The current drafting of the NRZ provides limited guidance for the community and decision-makers on neighbourhood character expectations.
    - The extent and application of the NRZ will need to be reviewed in the RDF having regard to the PPN changes, and particularly the two-storey height limit. Where there are constraints on development, or minimal change is proposed, additional planning mechanisms will be required to ensure the desired outcomes are achieved. These mechanisms may include specific NRZ schedules for minimal change areas, and/or use of overlays.
    - The RGZ is generally applied appropriately, however, does not appear to be delivering medium to high density development or substantial change, as anticipated by the zone. It also appears that there are conflicting messages in the drafting of the RGZ schedule in relation to expectations for change versus protection of neighbourhood character which may be limiting the ability for this zone to support higher density development. This Project will review further planning mechanisms (including zone extent and schedule review) to better support higher density development in appropriate locations and avoid possible underdevelopment in these areas.
    - The RGZ conflicts in some areas with the HO, and the PPNs provide greater guidance on managing these conflicts. This Project will need to balance the constraints on growth and change imposed by the HO.
    - The GRZ is subject to both infill and more major redevelopment, which is consistent with the current PPN expectation for incremental and substantial growth. This Project will need to review the extent of this zone and the drafting of the schedule to better reflect expectations regarding neighbourhood character.

- Due to the date they were drafted, all residential zone schedules in the Brimbank Planning Scheme are silent on Objectives. As part of this project (in particular, the Neighbourhood Character Strategy), there is substantial scope to set out clearer expectations regarding design or neighbourhood character outcomes in different neighbourhoods and precincts by using these provisions.
- This Project will need to review all variations to ResCode provisions in the context of Housing and Neighbourhood Character objectives, and in accordance with the enhanced drafting guidelines provided in PPN91.

> **Investment in Sunshine:** The Sunshine Precinct will be a major influence on housing in Brimbank over the next 30 years. It has the capacity to accommodate a large proportion of housing supply and to stimulate housing growth and diversity in surrounding neighbourhoods. The investments being made in Sunshine are expected to improve the commercial viability of high density housing in the medium term. This Project will focus on the influences on surrounding residential neighbourhoods, rather than the Precinct itself, which is being planned by DTP.

> **Influence of Council policies:** Council has a range of policies, strategies and policy positions that will directly and indirectly shape housing opportunities and constraints in Brimbank. These include (but are not limited to) policies relating to climate change action, the urban forest, transport and industrial areas. Policy and positions (State and local) in relation to affordable housing all indicate that this is an important matter to be addressed in Brimbank for a range of vulnerable community members. This Project will focus on the land use planning aspect of this topic—specifically preferred locations for affordable housing—while acknowledging that this is a small part of a broader policy response.



Part 2 Key Influences

Housing Influences

4.1 Drivers of Housing Need

4.2 Housing Growth Opportunities

4.3 Housing Growth Constraints

4.4 Summary of findings

Neighbourhood Character Influences

5.1 Drivers of neighbourhood character

5.2 Planning Influences on Character in Brimbank

5.3 General Influences on Character in Brimbank

5.4 Contributors and Threats to Neighbourhood Character

5.5 Emerging Character Types and Precincts

5.6 Areas of significance

5.7 Summary of findings

Conclusion, Emerging Themes and Next Steps

6.1 Housing

6.2 Neighbourhood Character

6.3 Next Steps

mesh

Prepared by Mesh in collaboration with Brimbank City Council

Part 2: Key Influences

4. HOUSING INFLUENCES

To understand the influences on housing in Brimbank, this chapter focusses on the drivers of current and future housing needs, as well as the spatial opportunities for and constraints on housing growth across the municipality.

4.1 Drivers of Housing Need

Brimbank's population and demographic profile affects how much, where and what types housing is needed.

This section looks at key changes to Brimbank's *population and its demographics*, identifies the current capacity for housing growth in Brimbank's suburbs (*supply*), and identifies key trends in the types of housing that will be needed in the future (*diversity*).

This summary information has been sourced from the 2021 *Brimbank Housing Strategy: Background Analysis Report.*[26] Further details and analysis, including suburb by suburb analysis, can be found in that report.

Additional information regarding affordability and affordable housing supply is also sourced from the 2020 *Affordable Housing in the City of Brimbank: Final Research Report.*[27]

Population and Demographic Change

Population and demographic change are major drivers of housing need, and projections of each are used to plan for housing growth. The 2021 *Brimbank Housing Strategy: Background Analysis Report,*[28] undertaken by Urban Enterprise, draws upon two sources in its discussion and analysis of population-driven housing need: VIF 2019 (the official State Government projection, based on historical trend analysis and expert assumption) and Forecast .id (private specialist projection, based on new residential development and demographic assumptions). As Forecast .id's forecast was done in 2021, from new Census data, it has taken into account the effects of the pandemic, while VIF's projection has not. As such, Forecast .id's population projections, which are substantially lower than VIF's, are preferred. Notwithstanding, either scenario can be comfortably accommodated within the capacity available in Brimbank's residential zones (see below Housing Supply section).

While Brimbank has experienced moderate but consistent population growth over the past 10 years, both the Forecast .id and VIF projections predict that in the coming years, the population will continue to increase, but the rate of population growth will decline.

The Forecast .id projection predicts that the Covid19 pandemic and closure of Australia's international borders will continue to impact short term growth projections, but that, in the longer term, immigration will rebound. It expects Brimbank's population to grow by approximately 34,000 residents over the period from 2021 to 2041. This will require an additional 13,771 dwellings over the 20-year strategy period.

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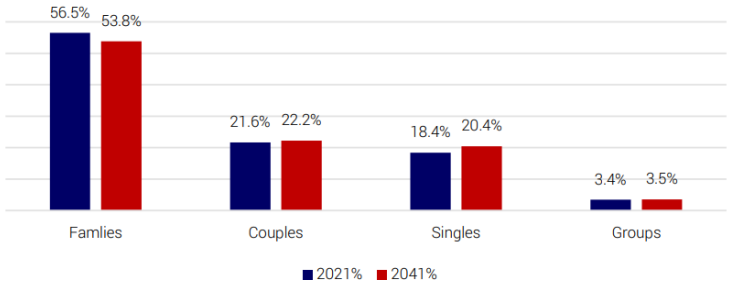
[26] Urban Enterprise 2021 (updated 2022), *Brimbank Housing Strategy: Background Analysis,* Brimbank City Council.
[27] Affordable Development Outcomes 2020, *Affordable Housing in the City of Brimbank: Final Research Report,* Brimbank City Council.
[28] Urban Enterprise 2021 (updated 2022), *Brimbank Housing Strategy: Background Analysis,* Brimbank City Council.

Table 3: Population and dwelling projections (Source: Urban Enterprise 2021, derived from Forecast .id [Informed Decisions] 2021)

Brimbank	Forecast .id Scenario
Additional population (2021 to 2041)	33,964
Annual increase (average)	1,698
Additional dwellings (2021 to 2041)	13,771
Annual increase (average)	689
Ave. household size	2.4

Brimbank, like many areas, is experiencing an ageing population and a declining household size. This affects the type of housing that is needed. Households with one or two people (e.g., single person or adult couple households) are expected to experience the greatest growth; however, families are also expected to increase. By 2041, the percentage of families is expected to decrease by 3% to 34.8% of the population, lone person households are expected to increase by 2% to 20.4% of the population, and couple households are expected to increase by 1% to 22.2% of the population. One parent families, other families and group households are expected to remain approximately the same.

Figure 13: Change in Brimbank household composition 2021 to 2041 (Source: Urban Enterprise 2021, based on Forecast .id projections)



Despite a comparable median age to the rest of Melbourne, the proportion of older people (70+) is expected to increase substantially, and this demographic will likely make up over 40% of Brimbank's projected population growth from 2016 to 2041.[29] This highlights the need to ensure the housing market meets the needs of the ageing population, providing opportunities to downsize or to move into appropriate aged care housing as needed.

Brimbank also has one of the most socio-economically disadvantaged populations, ranking 2nd most disadvantaged in Metropolitan Melbourne and the 7th most disadvantaged in Victoria. While there is no forecast for how this will change in the coming decades, the period from 2011 to 2016 saw an overall increase in the level of disadvantage, and as of 2021, Brimbank still had a significantly lower median weekly household income than the metropolitan Melbourne average.[30]

[29] Urban Enterprise 2021 (updated 2022), *Brimbank Housing Strategy: Background Analysis,* Brimbank City Council, p.35.
[30] Ibid, p.36–37.

Housing Supply

Brimbank, as an established municipality, has no broad hectare land supply available. This means that Brimbank's future housing supply can only be delivered through infill development, urban renewal and major redevelopment sites.

Over the past 10 years, most housing growth (73%) has occurred in Deer Park and Sunshine, with substantial growth also experienced in St Albans.

Urban Enterprise has estimated the capacity of Brimbank's existing neighbourhoods to accommodate new housing, including activity centres. While activity centres and commercial areas are technically outside the scope of this Project, the capacity of these areas to accommodate housing will influence the capacity demands of residentially zoned areas.

Urban Enterprise has estimated that Brimbank's neighbourhoods have more than enough theoretical capacity to meet its forecast housing needs. However, much of this capacity requires the redevelopment and intensification of existing residential areas, which can be a slow to change.[31]

Table 4: Estimated dwelling capacity by type (Source: Adapted from Urban Enterprise 2021)

Type of development	Estimated dwelling yield	Percentage of total
Major redevelopment sites	3,954[32]	6%
Sunshine Major Activity Centre	9,100[33]	14%
Watergardens CDZ	4,000[34]	6%
Commercial 1 Zoned land with residential development capacity (St Albans Major Activity Centre and Keilor Downs Major Activity Centre)	1,853[35]	3%
Infill development (in residential zoned areas)	44,560	70%
TOTAL	**63,466**	**100%**

DEFINITIONS

Broad hectare land supply refers to largescale vacant sites that can be subdivided into new neighbourhoods with new homes.

Infill development refers to incremental redevelopment within residential zoned land, including development of units, townhouses and apartments on sites that formerly had single homes or other types of development.

Urban renewal areas and major redevelopment sites are often large areas that are no longer suitable for their original purpose and would benefit from redevelopment or are areas that have substantial capacity for change through redevelopment.

[31] Urban Enterprise 2021 (updated 2022), *Brimbank Housing Strategy: Background Analysis,* Brimbank City Council, p.142–144.
[32] Includes estimated yield form both the UDP Major Redevelopment Sites and other development sites identified by Council.
[33] The yield from Sunshine is a high-level Council estimate only. Planning for this precinct is being undertaken by DoT, which may have different yield assumptions.
[34] This yield estimate relies on a range of assumptions outlined in the Urban Enterprise report.
[35] Includes the combined estimated yield of St Albans and Keilor Downs Major Activity Centres.

Market Trends + Affordability

Purchase and rental prices for houses and units are generally lower in Brimbank compared with many other parts of metropolitan Melbourne, including neighbouring inner-city municipalities. This is likely to continue to attract people looking for affordable housing to Brimbank's housing market.

Table 5: Median property prices 2019 (Source: Urban Enterprise 2021)

Area	Property Type	Median Price (2019)
City of Brimbank	House	$610,000
	Unit	$435,000
	Vacant	$573,500
Metropolitan Melbourne	House	$720,000
	Unit	$565,000
	Vacant	$319,500

However, this does not necessarily mean that Brimbank's housing supply is affordable. When factoring in relative incomes, Brimbank's housing is decreasing in affordability, and people on lower and middle incomes are expected to experience increasing affordability challenges when seeking to purchase a home in Brimbank (or elsewhere). Rental affordability has also dramatically decreased in Brimbank over recent years, with only 15% of rentals in Brimbank considered to be 'affordable'. The Affordable Housing Research Project estimated that 23% of households in the very low, low, or moderate income categories[36] are in housing stress, meaning they are spending more than 30% of their income on housing costs (14% of all households in Brimbank). The latest Census data indicates that household rental stress has increased further. Looking at all households across all income categories in Brimbank, the 2021 Census found that 33.3% of all households in Brimbank are in rental stress and 18.9% of all households in Brimbank are in mortgage stress. In addition, several groups of people are either homeless, or at risk of homelessness.

Despite lower median house values, Brimbank has also experienced strong price growth (more than 6% per annum between 2009 and 2019), and significantly higher price growth since 2013 (when the previous Housing Strategy was prepared).

There is strong demand for separate houses, but the availability of this housing type is declining. This is impacting affordability, and it may increase demand for townhouses, which are currently seen as a 'second choice' for homebuyers. Apartments make up a small proportion of the housing stock in Brimbank, with limited demand for this housing form outside of investors who rent to young singles, couples and students.

Urban Enterprise projects that demand for apartments in Activity Centres will grow over time once infill development opportunities are exhausted and land values rise.

The *Affordable Housing Research Report* estimates a current shortfall of more than 4,000 affordable housing dwellings in Brimbank. This shortfall will increase to more than 5,000 by 2041 if supply is not increased. While many larger households experience housing stress, limited housing diversity means that single adult households on very low and low incomes are the most likely to be in need. The research report also indicates that affordable housing provision should prioritise smaller dwellings in well-located areas.

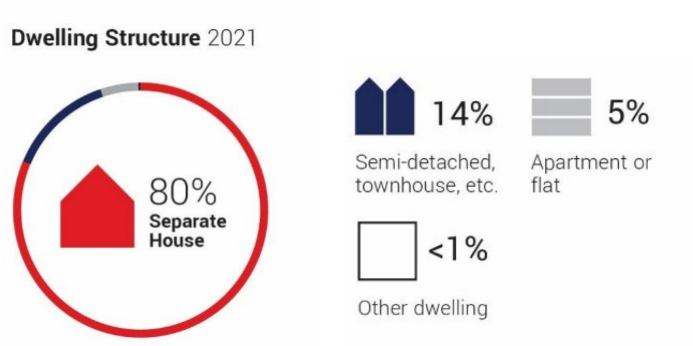
[36] Established by the State Government and specified in *Planning and Environment Act 1987.*

Diversity

While there is substantial theoretical capacity to meet Brimbank's housing needs, it is also important to examine whether the type of housing available meets the needs, lifestyle and preferences of the current and likely future population. The availability of different housing options to meet these needs is referred to as housing diversity.

Brimbank's current housing supply is very homogenous—most dwellings are separate houses (80%) and the Brimbank housing market remains driven by demand for detached housing.[37] However, projected changes to the characteristics of Brimbank's population and the configuration of households, coupled with changes in market trends, will drive demand for different housing forms, scales, locations and tenures.[38]

Figure 14: Brimbank dwelling structure breakdown (Source: Urban Enterprise, 2021)



Urban Enterprise undertook an assessment of the suitability of current and future housing availability, by typical household type and housing preference, and noted the following:[39]

[37] Urban Enterprise 2021 (updated 2022), *Background Housing Strategy: Background Analysis,* Brimbank City Council.
[38] Ibid. p.45.
[39] Ibid. p.143.

Families will generate the greatest housing demand in 2041 (54% of the market). They generally prefer separate houses and townhouses. Limited supply of separate houses will affect affordability and preferences may be redirected to townhouses, which are increasing in supply, with capacity for more.

Couples (including downsizers) will represent 22% of the 2041 market. They prefer separate houses, townhouse or apartments. While supply of smaller housing forms such as townhouses is increasing, these may not be suitable for all couples, particularly downsizers. There is high capacity for apartments, but a range of market and development forces are limiting their delivery.

Singles will form an increasing part of the market, going from 18% in 2021 to 20% in 2041. Singles have a propensity to live in townhouses and apartments, but they also live in separate houses. While an increasing townhouse supply will suit this market, a lack of smaller housing types (e.g., one bedroom homes), slow delivery of apartments and declining rental affordability will likely be a challenge.

Groups are a small market segment (3%). They prefer separate houses and townhouses. Declining rental affordability and competition for separate houses will affect groups.

DEFINITIONS

Housing diversity
A variety of housing sizes and types. Seen as desirable due to the premise that people need different types of housing depending on their lifestyle and life stage.

Form
The physical type of dwelling, often associated with a certain age or lifestyle. Includes detached homes/separate houses, semi-detached, townhouses, unit, apartments, and specialised housing (e.g., retirement villages, aged care facilities, student housing).

Scale
Refers to the size of a dwelling. Measured by floor area, number of bedrooms, and/or size of lots.

Location
Where a dwelling is within a geographical area. Often thought about in association with proximity to desired features or attractors.

Tenure
Ownership status of a dwelling, typically either homeownership or rental.

Environmentally Sustainable Design

Although not a direct driver of housing need, sustainability and the inclusion of ESD elements is increasingly becoming an important consideration when assessing development applications. The inclusion of ESD elements not only contributes to broader environmental aims, but it can improve the affordability of housing through energy efficiency gains, as well as enhance the well-being of occupants by reducing the use of toxic materials and improving thermal comfort.

Brimbank Planning Scheme policy at Clause 22.02 aims to integrate ESD principles into land use planning, new development, and redevelopment. However, as elements of ESD related to internal design and building material choice fall under the Building Code rather than the planning provisions, this policy in limited in the degree of sustainability it can require. Furthermore, under the current structure of the planning system, ESD policy only applies to multi-unit dwellings, not single dwellings on lots.

While this Project will not introduce ESD-related requirements, it can explore whether there are policy mechanisms that can be used to enhance good design in order to promote better sustainability outcomes. This could potentially include encouraging shading elements or devices in housing design (which tend to be more common in older styles of housing), enhancing landscaping outcomes (which have a cooling affect), and encouraging siting and design that aligns with passive design principles. At a municipality level, this Project can also work to enhance sustainability by facilitating housing growth and intensification in areas close to activity centres and public transportation that have good walking and cycling infrastructure, enabling more residents to engage in active transport.

Summary of Drivers of Housing Need

Brimbank's growing and aging population will drive its housing need in the coming decades. While Brimbank has the theoretical capacity to meet future housing demand, the challenge will be to convert this theoretical capacity into actual supply, while delivering housing that serves the needs of its population. This will require housing that is more diverse, affordable and environmentally sustainable than has been delivered in the past.

4.2 Housing Growth Opportunities

Areas that present opportunities for housing growth have attributes that enable them to support State direction to consolidate, redevelop and intensify existing urban areas and to promote liveability. These attributes include:

- Proximity to activity centres, public transport and open space.
- Investment in new infrastructure and major redevelopment sites that can catalyse further residential growth.
- The walkability of neighbourhoods and their ability to support denser housing forms.

To promote liveability, housing growth should generally be directed to areas that already have the components of a 20-minute neighbourhood. This means increasing housing density and diversity in areas around activity centres, along key public transport routes and accessible open space. In Brimbank, these areas are mostly located in the southern and central parts of the municipality. In terms of zoning, housing growth should occur in the RGZ and to a lesser extent in the GRZ and NRZ.

The following sections provide more detail on housing growth opportunities.

Activity Centres

Directing housing growth and encouraging housing diversity in activity centres is key to the 20-minute neighbourhood policy. Activity centres are important hubs for local shopping, services employment and education, and they play a key role in meeting people's daily needs.

State and local policy seek to direct housing growth within walking distance of activity centres. General benchmarks used for activity centres expect that people are willing to walk 400m–800m (5–10 minutes) to a neighbourhood centre or a larger centre.[40] Brimbank City Council's *Activity Centre Strategy 2018* sets a target of all households being within 1km of a local or higher order activity centre.[41]

Brimbank comprises 55 activity centres of varying roles, forms and sizes. Activity centres in the southern and central parts of the municipality are more closely spaced and more walkable and accessible by pedestrians and cyclists. These centres tend to be in neighbourhoods that are older and gridded. Especially in and around the activity centres of Sunshine (which includes land in Albion) and St Albans, there is a clear opportunity for increased housing density and diversity. At present, significant RGZ areas are located around St Albans and Deer Park Major Activity Centres, with large areas of GRZ in the remainder of the walkable catchments.

Sunshine has fewer areas of RGZ; however, the ACZ in the central part of Sunshine is intended to support denser housing. DTP is leading planning for the area encompassing the ACZ plus residential catchments around Sunshine and Albion stations. It is targeting the addition of 29,000 jobs, 16,000 dwellings and 43,000 residents within the precinct by 2051,[42] noting the potential capacity for tens of thousands more in each of these categories. The vision is for the precinct in the future to be a thriving residential, business and civic hub with high density built form (8–12 storeys) supporting an office economy.

[40] DELWP n.d., *20 Minute Neighbourhoods Checklist tool,* DTP website, accessed 14 Feb 2023, https://www.planning.vic.gov.au/policy-and-strategy/planning-for-melbourne/plan-melbourne/20-minute-neighbourhood/resources-and-guidance.
[41] Brimbank City Council 2018, *Brimbank Activity Centre Strategy 2018,* Brimbank City Council website, accessed 20 Feb 2023, https://www.brimbank.vic.gov.au/plans-policies-and-strategies/strategies/brimbank-activity-centre-strategy.
[42] From a base case of 2021.

Further details about the opportunities presented by the Sunshine MeAC are provided in the Major Development Sites + Investment section of this Background Report.

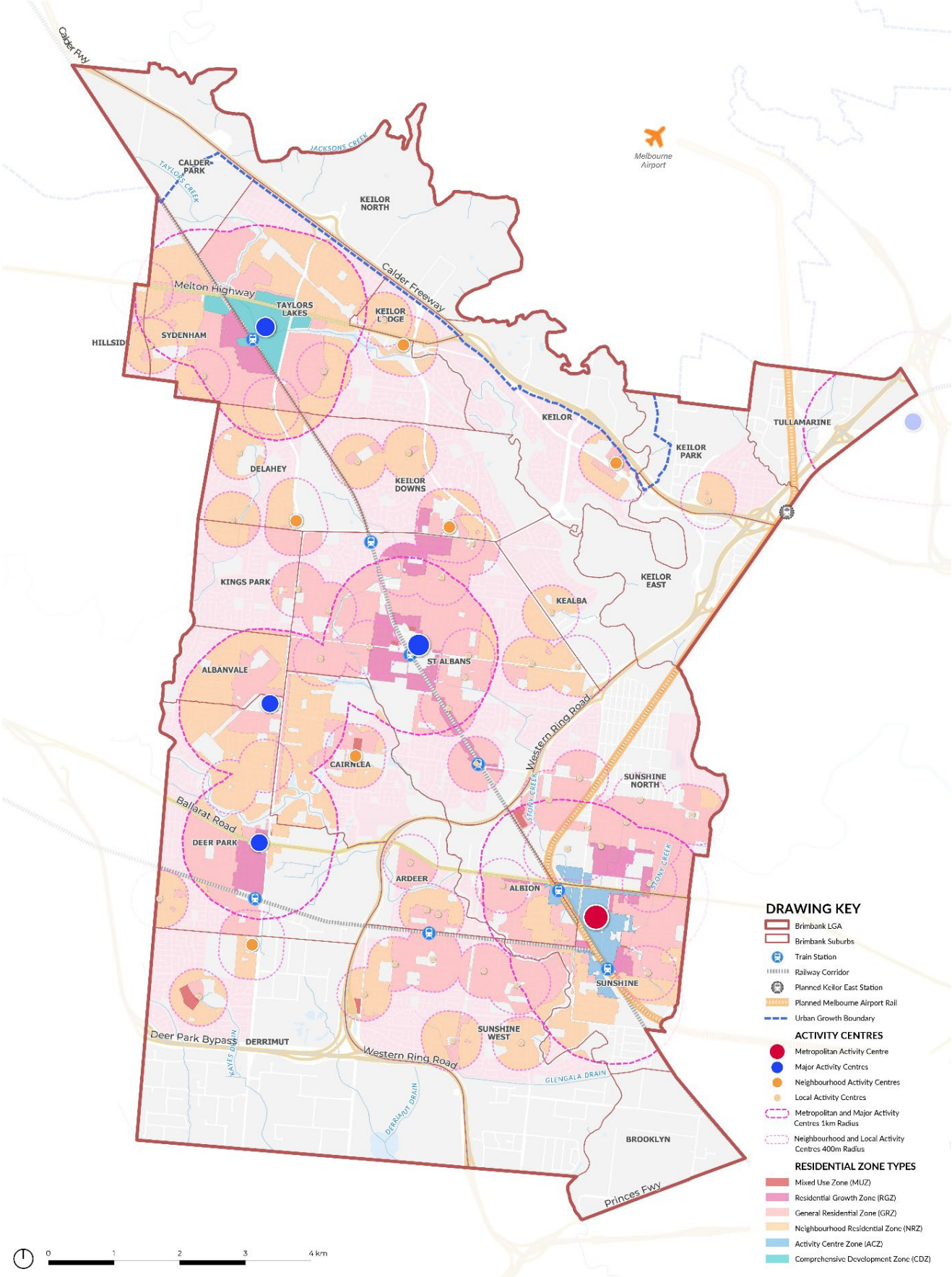
Centres in the northern and western parts of the municipality, where residential development is more recent, tend to be further apart and more privatised (e.g., with internalised shopping malls) and less street based. These centres—including Watergardens, Brimbank Central and Cairnlea Town Centre—present challenges for pedestrian and cyclist access. However, they still offer a range of services, and directing housing growth to these locations may support their transition to a more walkable form. At present, there are areas of RGZ located around Watergardens, but a large proportion of the walkable catchment is zoned NRZ.

Typical walkable catchments to each centre are shown in Figure 15 as well as the residential zones located within each centre.

Table 6: Activity centres in Brimbank

Type of Activity Centre	Centres
Metropolitan Activity Centre	Sunshine
Major Activity Centres	St Albans Sydenham/Watergardens Brimbank Central Deer Park
Neighbourhood Activity Centres	Cairnlea Taylors Lakes Keilor Village Keilor Downs Delahey Derrimut
Local Activity Centres	44 local activity centres, generally comprising a small collection of retail and service business based around a convenience store.

Figure 15: Activity centres



Public Transport

Public transport is critical to housing growth that supports vibrant, sustainable communities. Locating housing near safe and efficient public transport facilitates access to employment, education, services and shops; promotes sustainable travel; and contributes to housing equity by accommodating those who do not drive.

State and local policy encourages housing to be located near public transportation. State policy encourages development along existing and planned public transport infrastructure. Delivering housing that makes public transportation viable is also a hallmark of 20-minute neighbourhoods. Brimbank City Council's Council Plan, *Together We Are Brimbank,* seeks to increase the percentage of households within 400m (a 5-minute walk) of a bus stop or 800m (a 10-minute walk) of a train station, distances at which people are more likely to regularly use public transport.[43]

Brimbank's public transport network comprises two train lines supported by a bus network, resulting in 39.3% of dwellings within 400m of public transport with regular service.[44] However, the current network has room for improvement, with many areas left without reliable, frequent and direct transport; particularly those only covered by buses. Although the bus route that runs from Watergardens Station to Deer Park Station is designated a Principal Public Transport Network (PPTN) route, this route is not currently considered an attractor due to its inconsistency and infrequency. As a result, many residents in the area remain reliant on private vehicles.

In the coming years, Brimbank will benefit from increased connectivity due to major infrastructure projects including the Melbourne Airport Rail, Western Rail Plan, Level Crossing Removal Project and Suburban Rail Loop. The future Melbourne Airport Rail will include a new train station at Keilor East with a direct connection to Sunshine and Melbourne Airport. Albion Station will be rebuilt, and the Albion-Jacana corridor will be upgraded so that it can accommodate the Melbourne Airport Rail line. The Level Crossing Removal Project will result in a rebuild of Deer Park and Ardeer Stations, improving the facilities at each station by providing additional parking and improved access to bus and train services. Should the Western Rail Plan be funded, electrification of this line will provide an even greater level of service. These projects will bring connectivity to some areas of Brimbank previously lacking in frequent and reliable public transport.

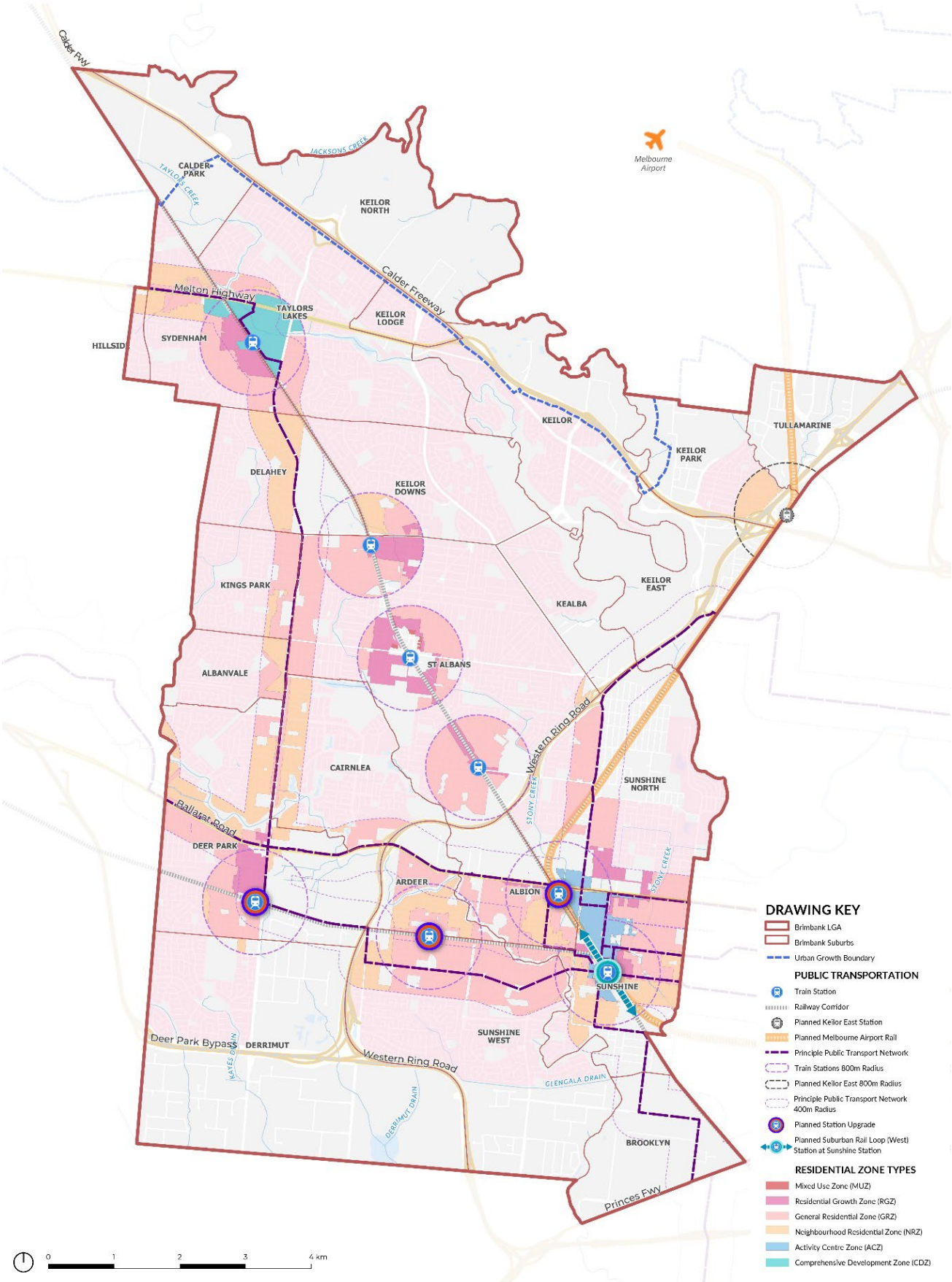
By directing new housing growth to areas close to public transport, Brimbank City Council can work toward its aim of reducing car dependency. The Sunshine (including Sunshine and Albion) and St Albans activity centres, which have residential areas near train stations earmarked for increased development, represent good opportunities for housing growth. Currently these areas are still dominated by low-rise 1–2 storey detached housing and very few apartments or townhouses. Deer Park is more constrained due its location near hazard facilities (see Section 4.3 below) and fewer train services than other stations, and as such, is experiencing more infill development in the GRZ than the RGZ (particularly along Doherty Street).

Public Transport	8 train stations 37 bus routes



[43] Australian Urban Observatory (AUO) (n.d.) https://auo.org.au/portal/metadata/access-to-public-transport/.
[44] Brimbank City Council (2022) *Transport Priorities Paper 2022.*

Figure 16: Public transport



Open Space + Recreation

Open space—in the form of parks, parklets, reserves, sporting fields and nature corridors—provides opportunities for exercise, relaxation, socialisation and connection with nature. Locating housing near open spaces encourages residents to live healthier lifestyles by providing them with opportunities to engage in activities that support their physical and mental wellbeing.

The provision of open space is an important component of State and local policy. High quality open space is a critical element of 20-minute neighbourhoods, with State policy setting a benchmark of locating housing within 400–800m of high quality open space.[45] Brimbank City Council's 2016 *Creating Better Parks Policy & Plan* shows the provision of open space in Brimbank as well as the locations of parks and playgrounds.[46] While this plan does not analyse gaps in the provision of open space, mapping done for the purpose of this Project reveals that there are gaps in the network along the edges of the municipality, where there are residential areas located further than 500m from the nearest public open space Figure 17.

Areas around the Sunshine, Albion and St Albans activity centres are well-served by public open space. These areas provide a good opportunity for housing growth. The RGZ of the Deer Park activity centre is adequately served by public open space, but it is directly adjacent to a gap area. Brimbank Central is well-located in terms of open space provision, but it is not as well-serviced by public transportation as other locations.

It is also the case that some open spaces in Brimbank, although located near residential areas, are not easily accessible due to their layout/orientation or lack of pedestrian infrastructure. Examples include Sydenham Park, Organ Pipes National Park, Brimbank Park, upstream parts of the Maribyrnong River (layout/orientation constraints) and Parks Vic grassland reserves (lack of pedestrian infrastructure). Residential areas near these sites may not be as suitable for increased residential density.

In addition to open space, Brimbank contains community facilities that provide opportunities for recreation and leisure. One of the most notable is the new Brimbank Aquatic and Wellness Centre, a regional facility located in Keilor Downs, which opened in September 2022.[47] Others include the Sunshine Leisure Centre and several local community centres. While these community facilities act as significant attractors, it may be the case that a standalone facility—one not part of an existing activity centre—would not be enough of an attractor alone to support high density housing outcomes.

During the next phases of the Project, it will be important to not just consider walkable access to open space (i.e., the 500m radius to open space), but also more direct relationships between housing and open space. Higher density housing often relies on enhanced amenity of immediate proximity to open space, and as such, areas opposite and adjacent to open space areas present enhanced opportunities for housing change.

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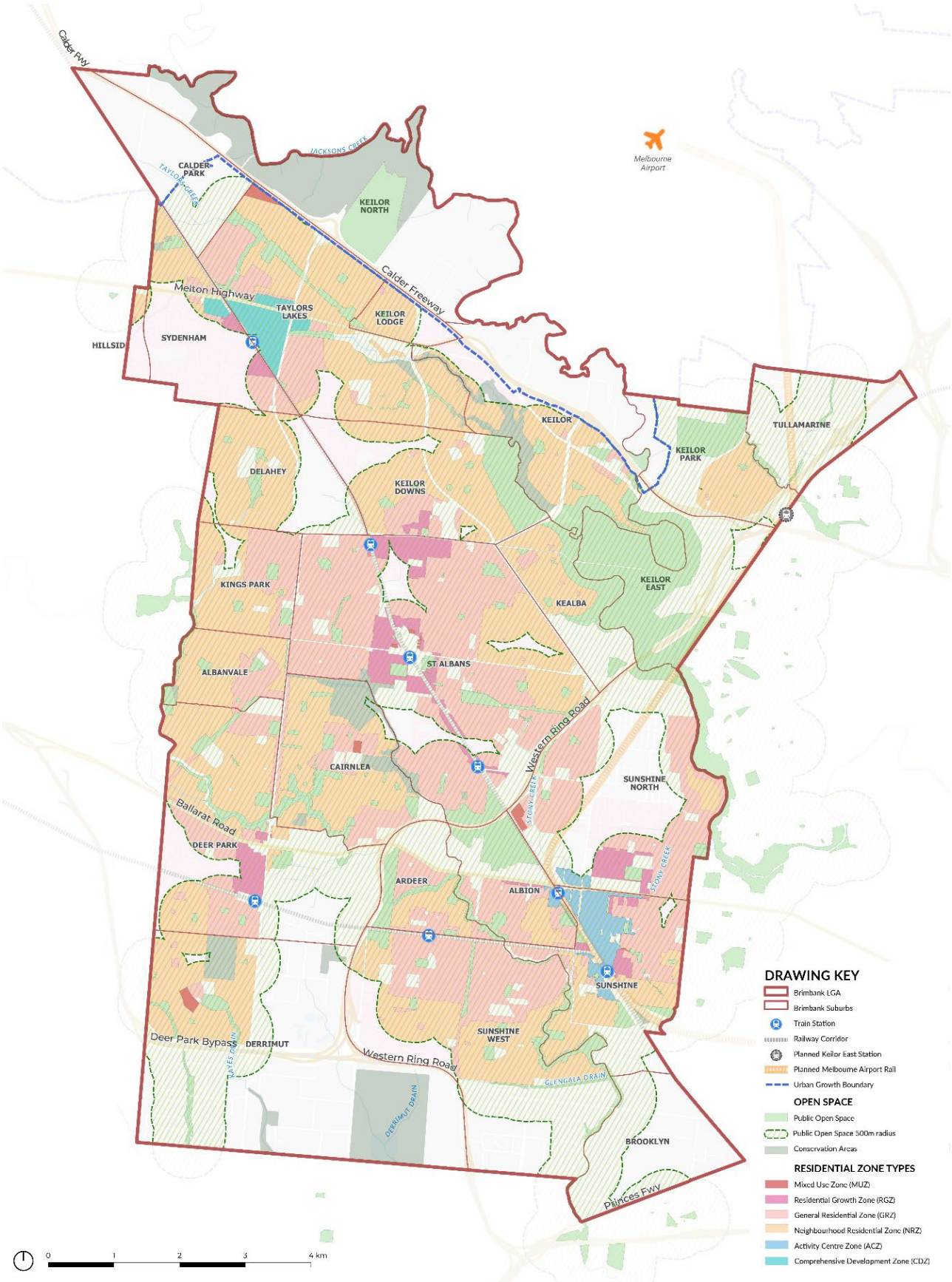
[45] DELWP n.d., *20 Minute Neighbourhoods Checklist tool,* DTP website, accessed 14 Feb 2023, https://www.planning.vic.gov.au/policy-and-strategy/planning-for-melbourne/plan-melbourne/20-minute-neighbourhood/resources-and-guidance.

[46] Brimbank City Council 2016, *Creating Better Parks Policy and Plan,* City of Brimbank website, accessed 14 Feb 2023, https://www.brimbank.vic.gov.au/plans-policies-and-strategies/policies/creating-better-parks.

[47] Brimbank City Council n.d., *Brimbank Aquatic and Wellness Centre is now open,* Brimbank City Council website, accessed 14 Feb 2023, https://leisurecentres.brimbank.vic.gov.au/news-and-events/brimbank-aquatic-and-wellness-centre-officially-open.

Figure 17: Open space



Major Development Sites + Investment

Major public sector investment in Brimbank presents opportunities for housing growth and development. The Sunshine NEIC, Sunshine Priority Precinct, SHWEP and Sunshine MeAC will likely be catalysts for housing growth within nearby residential catchments, as they will offer significant health, education, wellbeing and employment opportunities and transport upgrades (see call-out box). However, as these are substantial projects, this is likely to be a relatively long-term proposition.[48]

Planning for precinct development and major development sites suggests that there is an emerging market for diverse housing forms, including apartments. The development of diverse housing forms within these sites may serve as a catalyst for further redevelopment of the surrounding areas. To understand the conditions that may support these emerging opportunities, and the spatial relationships that support more diverse housing, major redevelopment sites identified in the Urban Enterprise report[49] are mapped in Figure 18.

The major development sites proposing apartments are concentrated in three areas:

1. Sunshine/Sunshine North/Albion, in and around the Sunshine MeAC
2. St Albans around Victoria/Albert Crescent, within the St Albans Major Activity Centre
3. Sydenham, along Melton Highway and Sydenham Road

These sites are generally located in the RGZ, or other zones that support higher density development (including the C1Z and the ACZ). None are located within the NRZ. Major redevelopment sites that do not comprise apartments are more broadly distributed across the municipality.

Transitional sites identified the in the *Brimbank Industrial Land Strategy 2018-2030 (BILS),* as well as the Broadcast Australia site (which is currently zoned SUZ2), are also considered to be potential sites for development (subject to further investigations and a successful planning scheme amendment process).

PUBLIC SECTOR INVESTMENT AND HOUSING

Public sector investments in Brimbank—while not directly focussed on housing—are likely to impact the housing landscape.

The **Sunshine NEIC** focusses on delivering employment and innovation. While the intent is not to deliver housing growth, housing growth is likely to occur as a result of increased job opportunities.

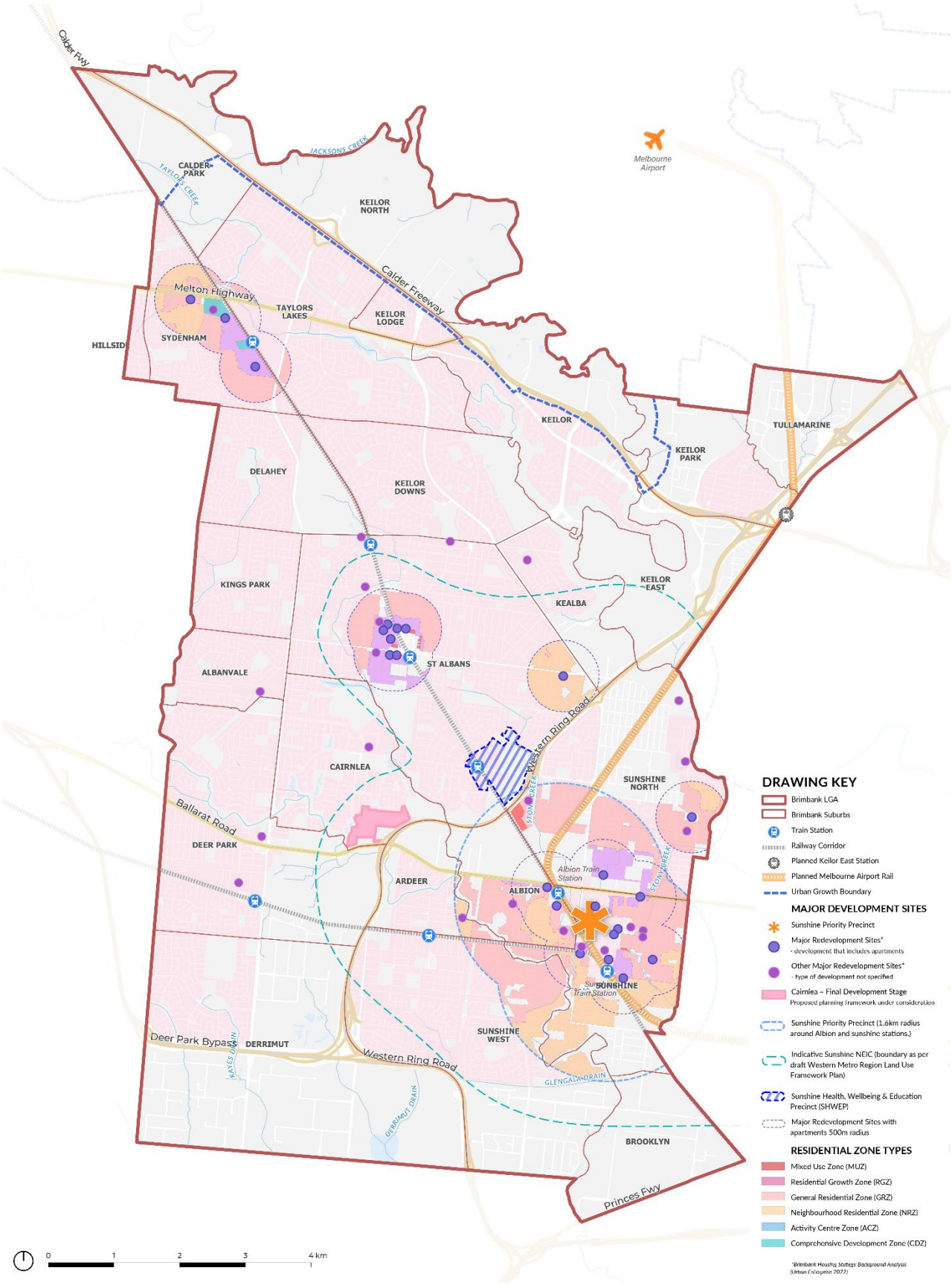
The **SWEP** focusses on health, wellbeing and education. It similarly does not deliver housing, but housing growth is a likely flow-on effect.

The **Sunshine Priority Precinct** is a designated renewal area. While this area is not residentially zoned, and thus not within the scope of this Project, the growth of this area will likely contribute to surrounding growth and influence housing choice in nearby residential areas.

Other public transport upgrades and land use changes include upgrades to Sunshine and Albion Stations, the addition of the Melbourne Airport Rail and change envisaged for industrial land in Albion/Ardeer. While these are not coupled with plans for housing growth or density targets, these changes will influence the potential for housing growth in these areas.

[48] Urban Enterprise 2021 (updated 2022), *Background Housing Strategy: Background Analysis,* Brimbank City Council, p. 147.
[49] Ibid. p.149.

Figure 18: Major redevelopment sites and investments



Walkability + Green Travel

Directing housing growth to areas that are highly walkable and have access to high quality pedestrian and cycle networks contributes a range of health, wellbeing and sustainability objectives.

Brimbank's street networks are generally considered more walkable in the southern and central parts of the municipality, where streets are gridded and permeable. This is reflective of the historical subdivision pattern. In the northern and western parts of the municipality, road networks tend to be more curvilinear, less permeable, and less walkable; this reflects a subdivision pattern that has been preferred in more recent decades.

The *Transport Priorities Paper 2022*[50] and *Revised Greenhouse Reduction Strategy 2013–2023*[51] both prioritise active travel and advocate for an expanded cycle and pedestrian path network. They encourage housing growth in areas with existing or planned cycle and pedestrian path networks, increased tree canopy coverage and passive surveillance of local parks to support active transport.

Brimbank City Council's *Activity Centre Strategy* provides an analysis of the walkability catchment around activity centres and finds that Brimbank generally has a well-connected network of centres. There are some gaps in parts of Taylors Lakes, Keilor (west of Green Gully Road), Kings Park, parts of Deer Park along the municipal boundary and small parts of Albanvale and south Sunshine. It is noted that the Sunshine Masterplan (prepared by DoT) includes a range of initiatives intended to activate the Sunshine MeAC and improve accessibility to the Sunshine train station.

Figure 19 highlights Brimbank's gridded street layouts, cycle links (existing and proposed), public open space, and train stations, the existence and proximity of which shape walkable neighbourhoods.

WALKABILITY

Walkability is a measure of how easily pedestrians can navigate an area on foot.

A place that is highly walkable has:
high quality pedestrian infrastructure
(e.g., accessible footpaths, pedestrian crossings, wayfinding signage)

connected streets
(i.e., relatively few dead-ends or cul-de-sacs) and

attractors
(e.g., shops, community facilities, schools, and public transport) **located within a walking distance—typically considered to be around 400–800m (a 5–10 minute walk).**

Measures of walkability may also factor in dwelling density, with higher densities correlating to higher levels of walkability.

Walkability is considered to be a positive attribute of an area because it promotes sustainable travel as well as increased health and well-being due to

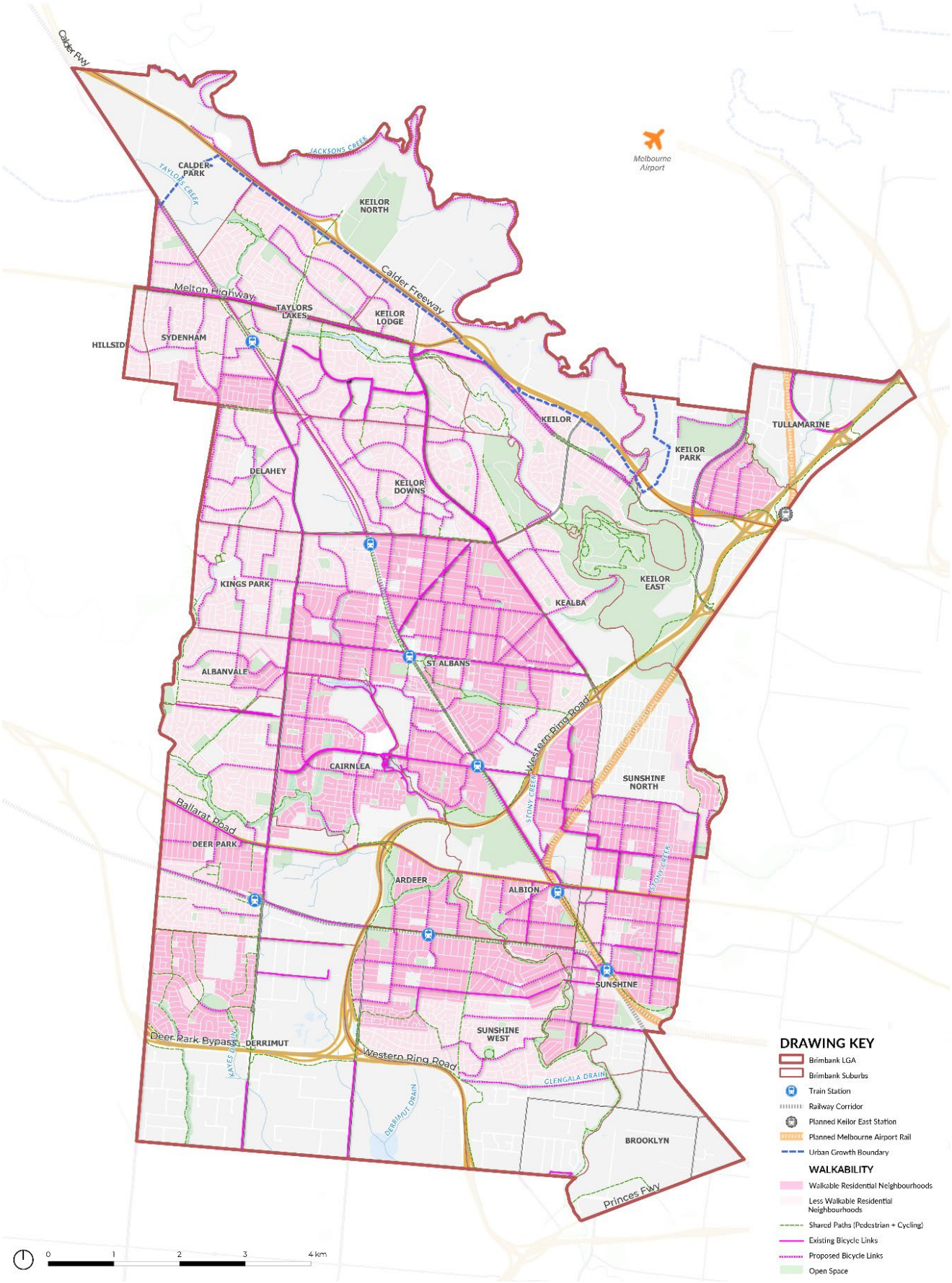
Within Brimbank, the most walkable areas tend to be located nearer to activity centres and have a gridded street layout.

Walkable catchment circles are not included in Figure 19, but are shown on maps in this Background Report specific to a certain attractor (e.g., public open space).

[50] Brimbank City Council 2022, *Transport Priorities Paper 2022,* Brimbank City Council website, accessed 15 Feb 2023, https://www.brimbank.vic.gov.au/transport-priorities-paper.

[51] Brimbank City Council 2018, *Revised Greenhouse Reduction Strategy 2013–2023,* Brimbank City Council website, accessed 15 February 2023, https://www.brimbank.vic.gov.au/plans-policies-and-strategies/strategies/greenhouse-reduction-strategy#:~:text=The%20Greenhouse%20Reduction%20Strategy%202013-2023%20is%20part%20of,and%20actions%20to%20be%20delivered%20over%2010%20years.

Figure 19: Walkable neighbourhoods



Opportunities Summary

The opportunities identified in the sections above have been overlapped to produce a 'heat map' that demonstrates where opportunities are most concentrated Figure 20). Some of the mapped layers present greater opportunities for housing growth and change than others, and these will be considered carefully when preparing the Housing Strategy. These opportunities will be carefully balanced with the constraints to housing growth summarised in the following section of this Background Report. The heat mapping identifies Sunshine, St Albans, Sydenham, Deer Park and Keilor as locations with the greatest opportunity. Each is discussed below.

Sunshine and surrounds

The greatest concentration of opportunities, as demonstrated by the heat map, is in Sunshine, around the Sunshine and Albion train stations/activity centres. This area is well serviced by public transport (trains and busses) and has access to shopping areas, civic and community services, and opportunities for jobs and education. There is also a range of nearby open spaces, including small parks, playgrounds, current and future sporting fields and linear links (e.g., Kororoit Creek), and the neighbourhoods are highly walkable due to their gridded street network. As discussed in earlier sections of this Background Report, these areas have also been identified for substantial government investment and planning, which will encourage future housing growth and employment opportunities.

St Albans and surrounds

St Albans also has a high concentration of opportunities for housing growth. Features that support increased housing in this area include the existence of Major Activity Centre, a train station, and a gridded street network and access to local open space.

Sydenham and surrounds

While Sydenham has a smaller area of highly concentrated opportunity than Sunshine and St Albans, it has Sydenham Major Activity Centre (Watergardens), which is an established centre providing services, facilities and employment opportunities. Watergardens train station provides access to the city via the Sunbury Line, access to regional Victoria on V/Line services and bus connections to Moonee Ponds, St Albans and Caroline Springs.

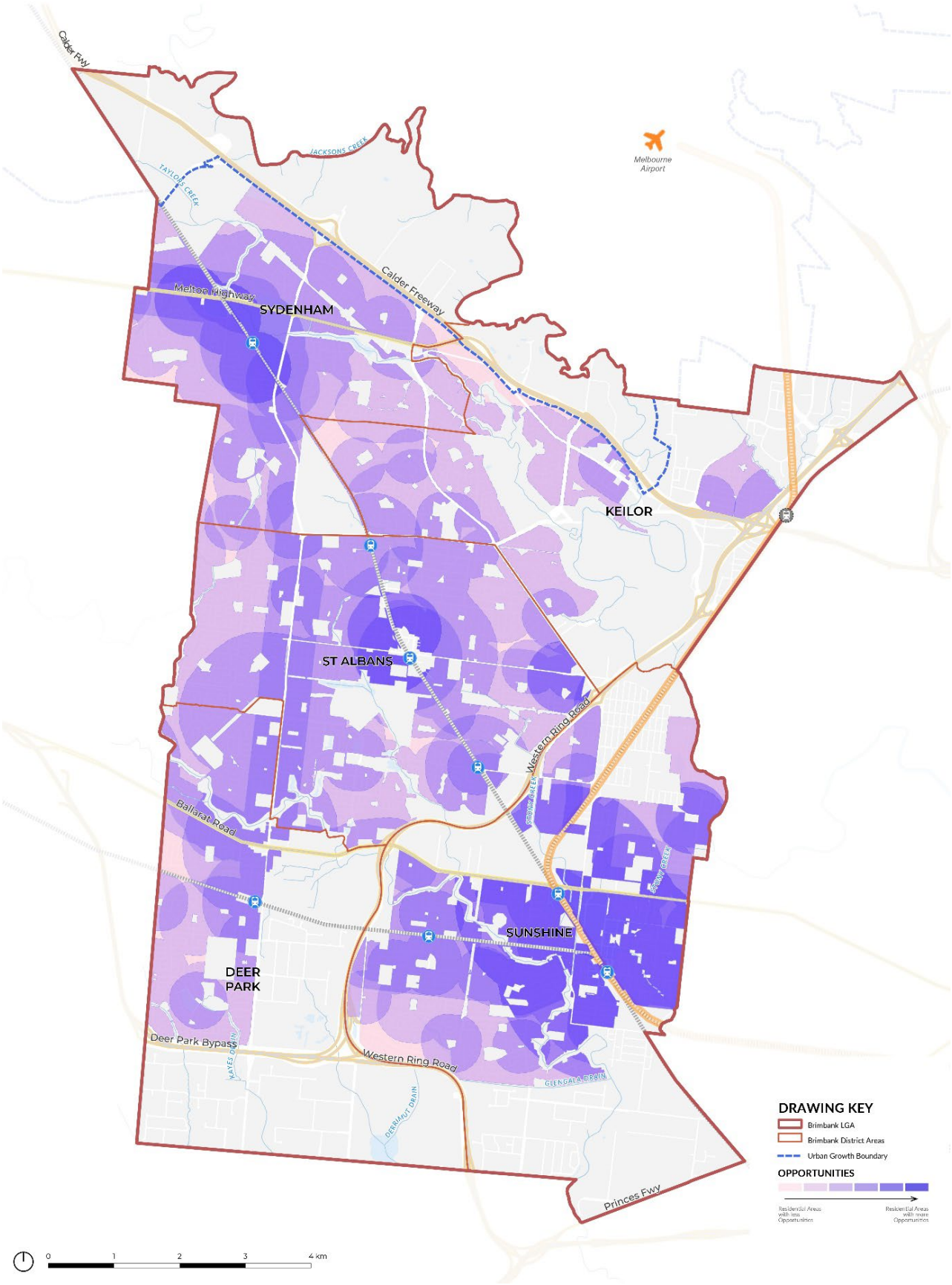
Deer Park and surrounds

Deer Park has access to a Major Activity Centre, a train station, community facilities and several open spaces. While its transportation network is currently reliant on a north-south bus line to reach some parts of the municipality, the planned upgrades of Deer Park and Ardeer Stations is set to improve the quality of public transportation in the area.

Keilor and surrounds

There is some, albeit less, opportunity for housing growth in Keilor and the surrounding areas. Features that support housing growth include good access to open space, an established Neighbourhood Activity Centre and existing schools and community facilities. This area is also home to the recently completed Brimbank Aquatic and Wellness Centre and is slated for the development of a new train station in Keilor East.

Figure 20: Summary of key opportunities



4.3 Housing Growth Constraints

Constraints are those factors which may limit the ability or suitability of residential land to accommodate future housing growth. PPN90 notes that these areas '*tend to have overlays that reflect neighbourhood, heritage, environmental or landscape characteristics or other physical constraints which may impact their capacity for change'*. Constraints can include:

- Environmental constraints, such as flooding, topography or significant vegetation.
- Constraints from other land uses, which may require buffers or separation distances to manage safety and/or amenity conflicts, such as industrial areas, airports and major infrastructure.
- Built form constraints, such as areas with a special neighbourhood character or heritage features.

PPN90 also clarifies those matters that *do not* constitute constraints, including remoteness from activity centres and transport (which was a key determinate of housing growth in *Home and Housed*), and restrictive covenants.

Understanding, and then ultimately determining the relative impact of these constraints on housing growth, is a key challenge for this Project. The Housing Strategy and RDF will need to carefully weigh the impact of a particular constraint (or set of constraints, as the case may be) against any potential opportunities for growth, taking into consideration a range of strategic policy objectives that may influence the most appropriate use of a particular piece of land. Following this, planning policy will need to provide clear direction regarding the preferred use of the land, in order to support that identified use. While this approach will provide certainty regarding the preferred level of growth for residential land, taking into consideration known surrounding land uses and existing policy direction, where a land use conflict already exists it may not be the case that this Project will be able to resolve it. This is particularly the case with non-residential land. As the Project scope relates only to residential land, it will not be able to consider the rezoning of non-residential land.

The first step towards understanding constraints on housing growth is identifying the types of constraints that exist and how these are expressed spatially.

Brimbank's key constraints are mapped and discussed below.

Industry + Industrial land, Including Buffers and Separation Distances

Brimbank's industrial areas are an important feature of the local, regional and Victorian economy, and they play a key role in supporting local jobs and employment opportunities. There are approximately 2,083 ha of industrially zoned land, including land of State and regional significance.[52] The role and function of Brimbank's industrial land is established by *Plan Melbourne*, the *Melbourne Industrial and Commercial Land Use Plan 2020* and the *BILS.* These are supported by local planning policy, and through the application of Industrial Zones and the Commercial 2 Zone, as shown in Figure 21, and described below:

- **Industrial 1 Zone** – Manufacturing industry, storage and distribution of goods and associated uses in a manner which does not affect the safety and amenity of local communities.
- **Industrial 2 Zone** – Manufacturing industry, storage and distribution of goods.
- **Industrial 3 Zone** – Used to avoid inter-industry conflict, by providing a buffer between the Industrial 1 Zone or Industrial 2 Zone and local communities.
- **Commercial 2 Zone** – Commercial areas for offices, appropriate manufacturing and industries, bulky good retailing, other retail uses, and associated businesses and commercial services.

Maintaining the economic viability and supporting the ongoing operation of industrial uses within significant industrial land is a key objective of State and local planning policy. To support these objectives, the *BILS* and planning policy are clear that the location of new housing should not undermine the continuing operation of industrial uses. In particular, Clause 17.03-2S – *Sustainable industry* and Clause 17.03-3S – *State Significant Industrial Land* are clear that new housing should not be located near existing industry.

Relevantly, Clause 13.07-1S – *Land use compatibility*, seeks '*to protect community amenity, human health and safety while facilitating appropriate commercial, industrial, infrastructure or other uses with potential adverse off-site impacts'*. It applies broadly to any appropriate commercial, industrial or other use (i.e., not just significant industrial land) and to new sensitive land uses. Clause 13.07-1S is supported by strategies that (amongst other things) direct decision makers to '*avoid locating incompatible uses in areas that may be impacted by adverse off-site impacts from commercial, industrial and other uses'*. EPA Publication 1518, *Recommended separation distances for industrial residual air emissions*,[53] is included at Clause 13.07-1S as a policy document that should be considered as relevant.

Unlike policy relating to significant industrial land, including Clause 17.03-2S and Clause 17.03-3S, the 'agent of change' principle is embedded in Clause 13.07-1S. This means that where new housing is proposed in areas that may be impacted by adverse off-site impacts, the onus is on those residential land uses to reduce any amenity impacts. Where new commercial, industrial or other uses with potential off-site impacts may impact existing residential uses, these impacts should be minimised through '*…land use separation, siting, building design and operational measures'*.

EPA Publication 1518 provides recommended minimum separation distances; however, these minimum distances may be varied based on a site-specific risk assessment.

Additionally, threshold distances for specific uses and activities are listed at Clause 53.10 – *Uses and activities with potential adverse impacts.* The purpose of this provision is '*to identify those types of uses and activities, which if not appropriately designed and located, may cause offence or unacceptable risk to the neighbourhood*' and it encompasses a broad range of potential off-site impacts. Unlike the separation distances of EPA Publication 1518, where the 'agent of change' could be either a new proposed sensitive use or a new or expanded industrial use, the requirements of Clause 53.10 only apply to an application to use land for an industry, utility installation or warehouse for a new or expanded industrial use.

At present, no land use buffers have been formalised in Brimbank using the Buffer Area Overlay (BAO)—a new planning tool introduced to identify areas where unintended off-site impacts may occur. PPN92 – *Managing buffers for land use compatibility* notes that an understanding of the nature of potential off-site impacts from each industrial use (noise, dust, odour etc.) is necessary to enable planning authorities to define the type of planning responses (zones and other planning tools) required to manage conflicts. PPN92

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[52] For example, land within the Western State Significant Industrial Precinct.

[53] EPA 2013, *1518: Recommended Separation Distances for Industrial Residual Air Emissions – Guideline,* EPA Victoria website, accessed 20 Feb 2023, https://www.epa.vic.gov.au/about-epa/publications/1518.

emphasises that strategic planning should prioritise avoiding land use conflict, and that sensitive uses (including housing) and future urban growth should be directed away from areas that may be affected by off-site impacts. The extent and impact of off-site impacts vary and the applicable buffers, separation distances, and/or threshold distances[54] are defined based on the specific activities conducted on the land. Determining the extent of off-site impacts—and therefore the extent to which different industrial areas are a constraint on housing growth—is complex.

Given this context, it would be challenging for this Project to identify all existing operations across the municipality that may attract a separation distance and then, to undertake a site-specific assessment to determine that distance for each individual operation. Practically speaking, Council does not have the expertise to source or assess this type of information, noting that it is often commercially sensitive, requires permission from the industrial operator to obtain and there is no one single source of information.

While the general approach to reducing land use conflict established by Victoria's planning framework relies on the 'agent of change' principle, it is not considered that this would be invoked in the context of a municipal wide housing strategy. This is consistent with the approach adopted by Hobson's Bay in Amendment C131, which implemented their RDF and identified residential areas surrounding significant industrial land and Major Hazard Facilities (MHFs) for minimal change.

Table 7 identifies those land uses and/or infrastructure that may pose a constraint on residential growth. Not all of these will pose the same level of constraint and the appropriate planning response for each may be quite different.

Finally, it is noted that in December 2022, the EPA released new draft guidance[55] intended to replace the existing Publication 1518 and support decision makers to direct land use and development to the most appropriate locations based on the level of risk. Under this new draft guideline, many of the recommended minimum separation distances are proposed to change.

Major Hazard Facilities

The Elgas and Hexion sites in Deer Park are classified as MHFs in accordance with the *Occupational Health and Safety Regulations 2017* and are licensed by WorkSafe Victoria.

Clause 13.07-2S - *Major hazard facilities*, requires this Project to '*consider the risks associated with increasing the intensity of use and development within the threshold distance of an existing major hazard facility'*. In accordance with Ministerial Direction No.20 of the *Planning and Environment Act 1987,* Council is also required to consult with WorkSafe and consider their advice in relation to strategic planning projects in proximity to such facilities.[56]

The current advisory areas that apply to each of these sites extend up to 1,000m. This differs from previous advice received at the time *Home and Housed* was being implemented. During preliminary discussions with WorkSafe as part of this Project, they have indicated that within these advisory areas, any intensification of sensitive uses should be discouraged.

This is likely to impact the designation of housing growth areas as part of this Project.

Contaminated and potentially contaminated land

Given the significant and ongoing contribution that industry has had to the economic, social and physical development of Brimbank, it is a reality that areas of the municipality are either 'contaminated', 'potentially contaminated' or 'may be potentially contaminated'. This is similar to other municipalities in metropolitan Melbourne that have industrial legacies. In this metropolitan context, and across Victoria more broadly, the existing planning and contaminated land regulatory framework provides a sound context from within which to appropriately manage risk while encouraging appropriate housing growth. This framework comprises:

- the *Planning and Environment Act 1987*
- *Ministerial Direction No. 1 – Potentially Contaminated Land*

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[54] The terminology varies depending on the document or policy and can mean slightly different things.

[55] EPA 2022, *Guide to Separation distance and landfill buffer changes: Publication 1949,* EPA Victoria website, accessed 20 Feb 2023, https://engage.vic.gov.au/separation-distances-and-landfill-buffers.

[56] WorkSafe Victoria advises Council to refer to its land use planning guidance on their website when planning and developing land near Major Hazard Facilities, found at: https://www.worksafe.vic.gov.au/land-use-planning-near-major-hazard-facility.

- *Planning Practice Note 30 – Potentially Contaminated Land*
- the Victoria Planning Provisions, including *Clause 13.04-1S – Contaminated and potentially contaminated land*; *Clause 45.03 – Environmental Audit Overlay*; and *Clause 65.01 – Decision guidelines; and*
- the Environment Protection framework, including the *Environment Protection Act 2017* and *Environment Protection Regulations 2021*.

For the purposes of this Project, the constraints to housing growth that may exist due to contaminated and potentially contaminated land should be considered in the context of the wider landscape of available legislation and the existing framework, outlined above. It is also noted that the Project scope is confined to existing residential land and does not propose to rezone any existing industrial land.

Amendment c212brim was gazetted on 21 September 2022. This applied the EAO to land that formed part of the closed City of Sunshine and Hulett Street landfills (now known as Energy Park and Carrington Drive Reserve) and adjoining land, which may be potentially contaminated due to past activities associated with landfill operations and remediation, as well as the former landfill itself. Some of the adjoining land impacted by the amendment is residentially zoned and contains existing residential development dating back to the 1970s (i.e., several lots on Denton Ave, Toora Court and Karen Place, St Albans). Consideration of the potential for residential densification on sites impacted by these former landfills will be required as part of the Housing Strategy.

Existing EAOs, including land affected by c212brim are mapped in Figure 21.

Pipelines

In Victoria, licensed pipelines are regulated in accordance with the *Gas Safety Act 1997*, *Pipelines Act 2005* and *Gas Industry Act 2001.* Pipeline operators must also meet the requirements of *AS 2885 The Standard for Gas and Liquid Petroleum Pipelines.* There are two licensed pipelines in Brimbank: the Exxon Mobil jet fuel pipeline, and a (high pressure) transmission gas pipeline that extends across the southern portion of the municipality and then north, to Sunshine.

In accordance with *AS 2885*, residential uses surrounding a pipeline may be classed as either T1 (low density) or T2 (high density). Where new sensitive uses are proposed, or existing residential uses are proposed to be intensified in a manner that would change their classification from a T1 class to T2, the relevant pipeline operator should be consulted. This, coupled with Clause 19.01-3S – *Pipeline infrastructure,* which seeks to '*recognise existing transmission-pressure gas pipelines in planning schemes and protect them from further encroachment by residential development or other sensitive land uses, unless suitable additional protection of pipelines is provided'* means that Brimbank's existing pipelines may present a constraint to housing growth.

However, in a practical sense, the level of constraint is largely determined on a case-by-case basis in consultation with the relevant pipeline operator, considering the relevant factors at a particular point in time. For the purposes of recognising the potential constraints on housing growth as part of this Project, the pipelines have been mapped in Figure 21. There are large areas of land around Sunshine where the pipeline is located that are currently zoned to support high density, sensitive uses.

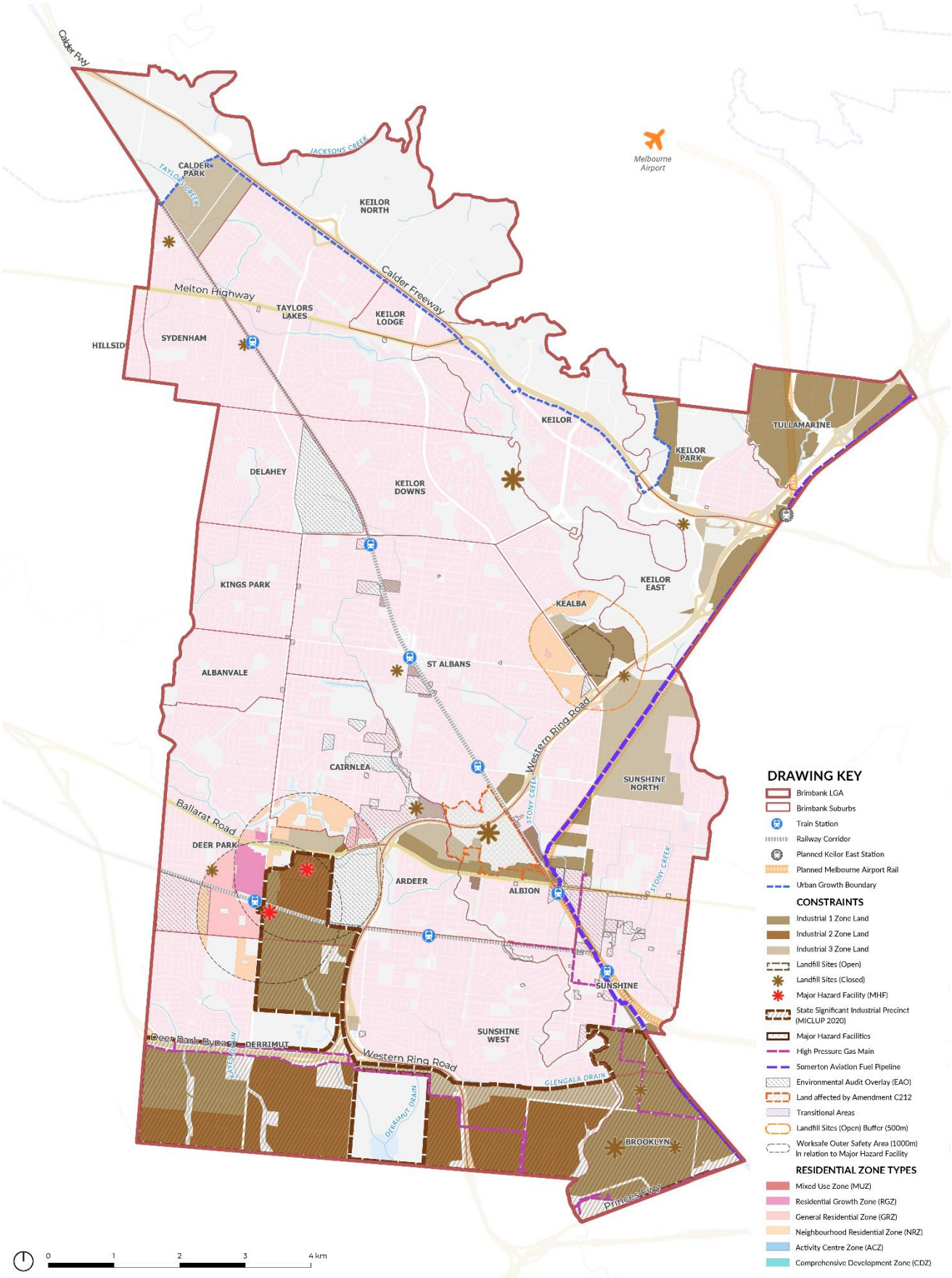
Transitional Areas

Transitional areas identified in the *BILS* are shown in Figure 21. Transitional areas are currently zoned for industrial land uses but in the long term may be suitable for other uses, subject to further strategic work, which does not fall within the scope of this Project. Given their existing industrial zoning, transitional areas are identified and mapped as a constraint, as they are currently not suitable for housing growth. However, they arguably present less of a constraint than land in the Industrial 2 Zone, where the long-term, strategic policy objective is to support industrial uses. This determination will ultimately be made by the RDF.

Table 7: Buffers/separation distances/threshold distances

Area	Indicative buffer, separation of threshold distance	Comments
MHFs: Elgas Limited 16 Radnor Drive Deer Park Hexion Pty Ltd 765 Ballarat Road Deer Park	1000m (Outer Safety Area)	New sensitive uses/intensification of sensitive uses within this safety area is discouraged by WorkSafe Victoria.
Industry (air, dust and odour emissions)	Variable (typically between 250–1,000m)	These minimum distances may be varied (reduced or expanded) based on a site-specific risk assessment.
Landfill sites (open) Sunshine landfill site at Kealba (Barro Group) – Barro Group licence cancelled Feb 2023.	Type 2 landfills: 500m	Buffer applies to 'buildings and structures' rather than land use. Other guidelines may apply regarding off-site impacts, including odour.
Landfill sites (closed)	Type 2 landfills: 500m Type 3 landfills: 200m	Buffers as above (open landfills). Amendment C212brim applied the EAO to several properties which were identified as forming part of the closed Sunshine Landfills, and/or its operations. As part of that process, it became apparent that some properties within the Amendment boundary have part of the former quarry hole within their property boundary. This constraint was highlighted in the Environmental Audits used as strategic justification for the amendment. The GRZ applies to these properties. There may be a conflict between the development outcomes sought for the GRZ and the constraints on the land. This will need to be reviewed as part of the next stage of this Project.
Industry (those listed at Clause 53.10 of the Brimbank Planning Scheme)	Variable (typically between 100–1,000m)	Where the default buffer is not met, or is indicated as being case specific, a referral to the EPA is triggered.
Pipelines **Somerton Aviation Fuel (ExxonMobil)** **High Pressure Gas Main (Ausnet Services)**	Aviation fuel: 200m Gas: 200-400m	Varies depending on several factors including the existing land use context, the nature of the risk associated with a rupture, the diameter of the pipe, burial depth, condition etc. It is noted that the aviation fuel pipeline is proposed to be relocated in some parts around the Sunshine MeAC.
Environmental Audit Overlay (EAO)	No buffer	Applies to land that is potentially contaminated and requires further investigation before a sensitive use may commence. The impact of the EAO on residential development is determined on a case-by-case basis.

Figure 21: Potential areas of constraint from industry and other uses/facilities



Melbourne Airport

The Melbourne Airport Environs Overlay (MAEO), seeks to protect the operation of Melbourne Airport and affects residential areas in the northern and eastern parts of Brimbank. This overlay implements State and regional policy objectives (Clause 18.02-7S and 18.02-R) to strengthen the role of Victoria's airports and to safeguard their ongoing, safe and efficient operation. Melbourne Airport is identified as a major domestic and international airport with no curfew and 24-hour access. The Victorian Government is leading airport safeguarding and will implement changes into the Victorian Planning Provisions to ensure a consistent approach across all councils.

State policy requires that areas where the capacity or long-range noise modelling indicates an N Contour ('number above' contour) of a certain decibel (db(A)) should be planned in a way that reduces the impact of aircraft noise.

The MAEO addresses this for the current airport operation, by identifying land that is or will be subject to high (MAEO1) or moderate (MAEO2) levels of aircraft noise and limits dwelling density in those areas. This is a substantial constraint to housing growth in these areas.

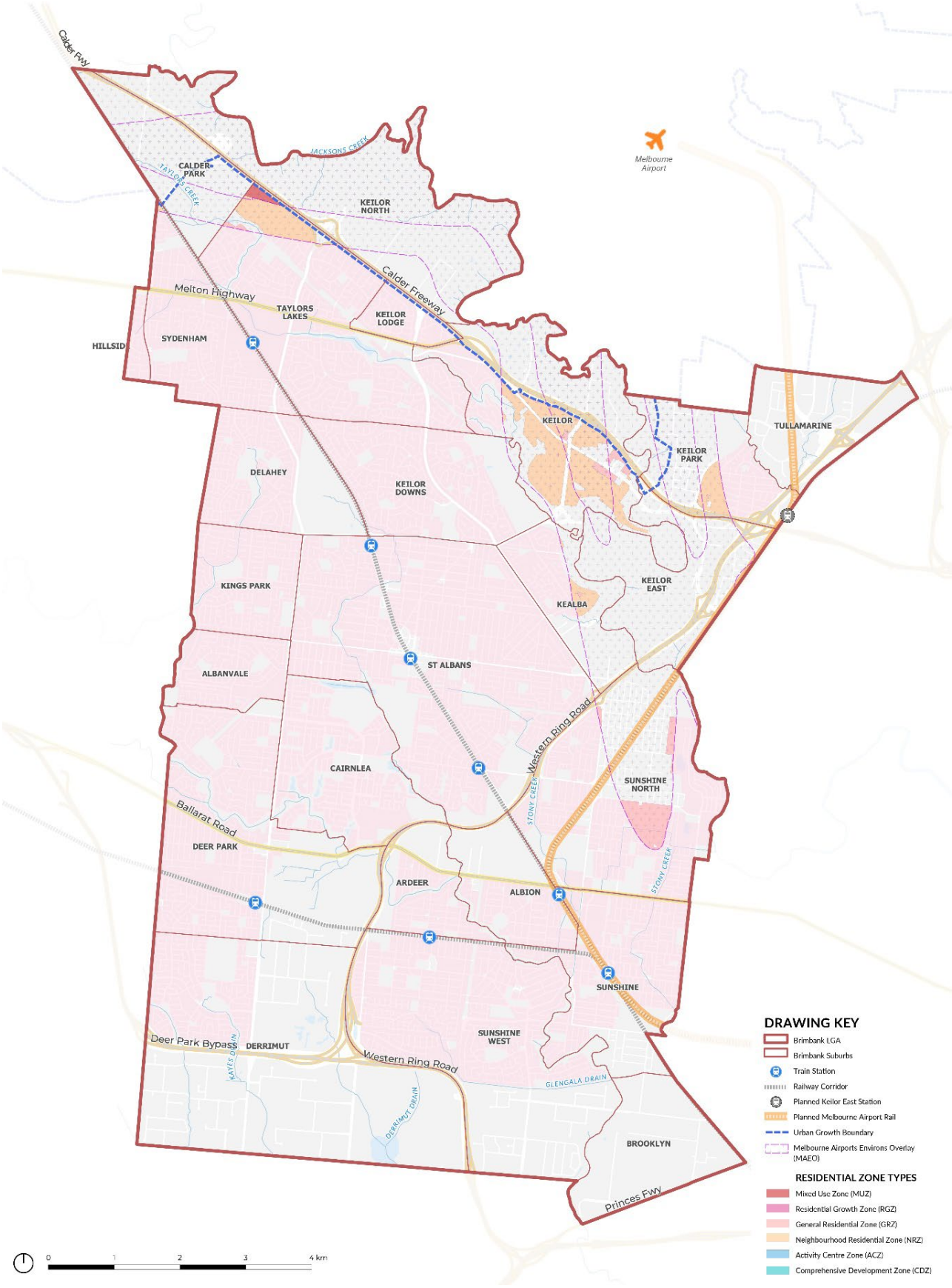
The Melbourne Airport Masterplan 2022 (approved in November 2022)[57] proposes a four-runway configuration and confirms that the north-south runway will be the next runway delivered. A draft Major Development Plan (MDP) for the third runway was presented to the community for consultation in February to May 2022. This MDP is required to be approved by the Commonwealth Minister before it can be delivered.

If approved, the north-south runway is likely to further impact parts of Brimbank when it opens in 2027 (estimated date). Keilor, Keilor Park, Keilor Village and Kealba, are likely to be most impacted, but the full scale and extent of the impact is currently uncertain.

For the purposes of understanding existing constraints on development, the existing MAEOs have been mapped. However, the Project will consider any potential further constraints posed by Melbourne Airport when considering housing growth options.

[57] Melbourne Airport 2022, *2022 Melbourne Airport Master Plan*, Melbourne Airport website, accessed 20 Feb 2023, https://www.melbourneairport.com.au/Corporate/Planning-projects/Master-plan.

Figure 22: Melbourne Airport Environs Overlay



Major Road and Rail – Barriers + Amenity Impacts

Brimbank is traversed by major roads, highways, freeways and rail corridors. This transport infrastructure presents opportunities but can be a limiting factor for housing intensification where there are substantial noise, dust, odour and air pollution impacts.

The *Transport Priorities Paper* 2022 acknowledges how the effective planning and design of the Brimbank transport network will play a fundamental role in the creating a liveable and sustainable community.

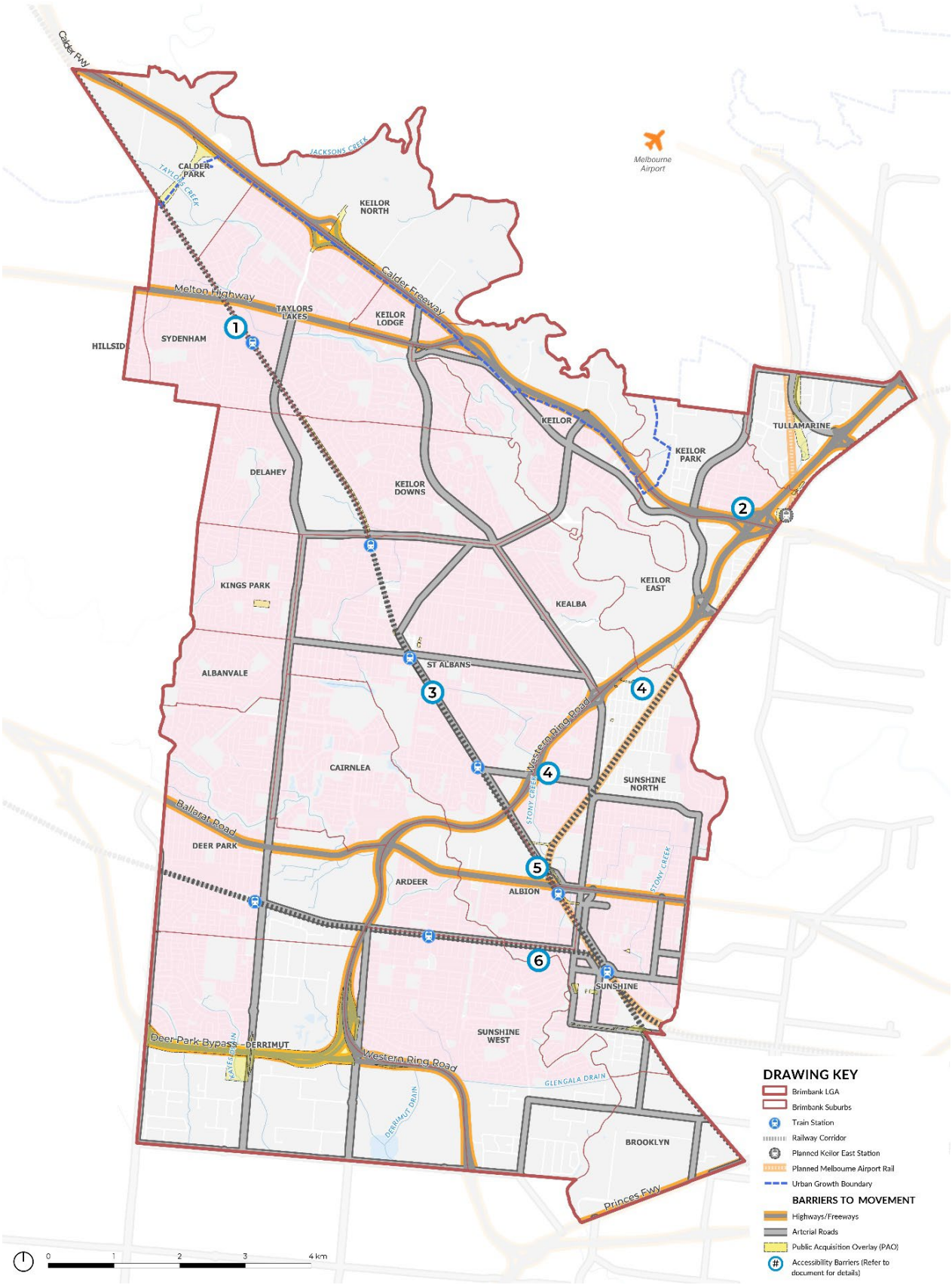
Clause 13.05-1L seeks to ensure that noise attenuation is incorporated into residential development that is affected by the Calder Park Raceway, is close to activity centres or is located along the proposed Melbourne Airport Rail. A small pocket of residential land adjacent to the Western Ring Road in Ardeer is affected by the DDO4 which seeks to ensure that development is undertaken with appropriate noise attenuation measures to minimise the impact of traffic noise.

Major transport corridors can also present as a barrier to pedestrian and cycle movement and are a limiting factor particularly in proximity to activity centres, where denser housing is typically encouraged.

Accessibility barriers include (and are shown on Figure 23):

1. **Sydenham** – Sunbury Line is a barrier between residential areas and Watergardens Shopping Centre in the north-east. Kings Road provides inconsistent and disconnected on-road cycle lanes for north bound traffic only, limiting southern accessibility. At a local level Overton Lea Blvd limits east-west connectivity.
2. **Keilor Park** – The Calder Freeway and Western Ring Road isolates Keilor Park from the surrounding area.
3. **St Albans** – The Sunbury Line is a barrier to east-west accessibility, particularly in the north of St Albans.
4. **Sunshine North** – The Western Ring Road and freight rail line is a barrier between residential areas. The Western Ring Road also creates an accessibility barrier to St Albans and the Sunshine Hospital. Ballarat Road limits connectivity to Sunshine MeAC.
5. **Albion –** Both the Sunbury Rail line and recently upgraded Anderson Road are a barrier to east-west movement to Sunshine MeAC.
6. **Sunshine West –** Limited road connectivity east over Kororoit Creek limits both pedestrian and cyclist movements and connectivity to Sunshine MeAC. The Ballarat and Ararat Rail Line in the north impacts northern accessibility into Ardeer.

Figure 23: Road and rail barriers



Aboriginal Cultural Heritage Sensitivity, Special Character Areas + Heritage

The northern part of Brimbank is identified as Wurundjeri Land, and the southern part Bunurong Land. The north of Brimbank lies within the area occupied by the Kurung-Jang-Balluk and Marin-Balluk clans of the Wurundjeri people also known as the Woiwurrung language group, who form part of the larger Kulin Nation. Other groups who occupied the land in the area include the Yalukit-Willam and Marpeang-Bulluk clans.

Areas of known Cultural Heritage Sensitivity are mapped in Figure 24. These areas are primarily located along waterways and may present a constraint to development as determined on a case-by-case basis. However, outside of known areas of significance in places such as the River Valley estate, it is unlikely that Areas of Cultural Heritage Sensitivity will present a major constraint to housing growth in Brimbank.

The HO identifies places of natural or cultural heritage significance. And seeks to ensure that *development does not adversely affect the significance of heritage places.*

In areas identified for substantial change, the HO is a constraint on development and is viewed as a policy conflict. PPNs90 and 91 recommend NRZ be applied to areas affected by the HO.

Relevantly, the HO applies to select residential areas in Sunshine and Albion that are close to the Sunshine MeAC and exhibit many features that would otherwise support housing growth.

To the west of Sunshine Station, most heritage places identified by the HO are within the NRZ. However, to the east of the station, the HO151, HO150 and HO116 applies to land in the RGZ and creates a policy conflict. This conflict will need to be addressed in the RDF.

A valued characteristic of the Albion and Sunshine areas are the street layouts and subdivision patterns. These are associated with the historically significant housing estates built for factoryworkers by H.V. McKay from the late 1890s to the post-World War II period and reflect town planning theories such as the Garden City movement. Some areas are protected via the HO, however, there are several streets with uniquely intact examples of typical housing from the era that are not subject to the HO. Where no HO applies, planning for these areas may include additional planning controls such as a Neighbourhood Character Overlay where it can be strategically justified that the zoning schedule alone will not achieve intended neighbourhood character outcomes; however, this has not been seen as justified in the past (for further information see Section 5.2 ‘Albion Neighbourhood Plan’).[58]

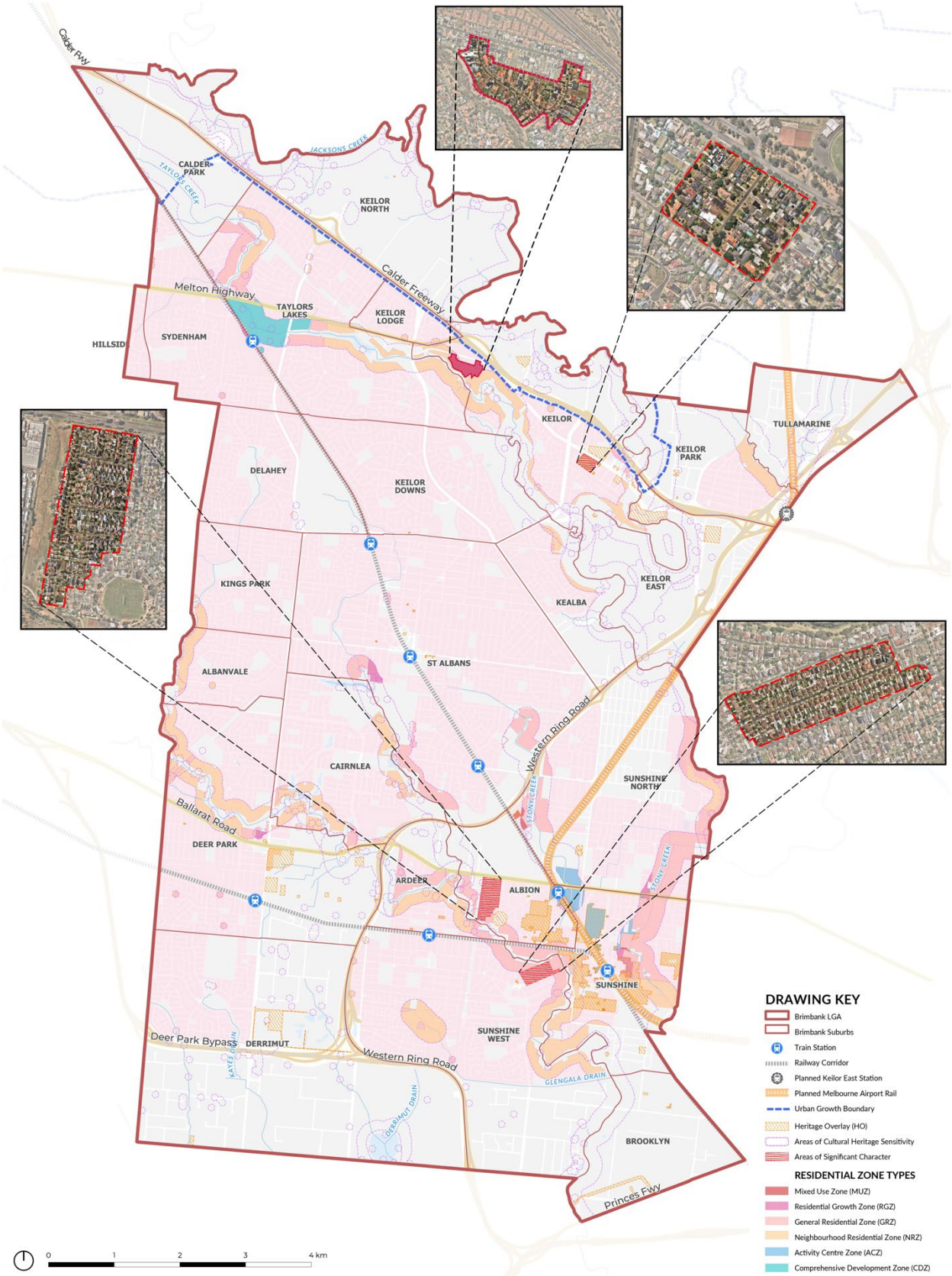
The Neighbourhood Character analysis undertaken (refer to Section 5) has identified several areas of intact neighbourhood character that may be suitable for protection. While these areas do contain some contemporary built forms, the extent to which they exhibit a particular character may warrant greater protection under the planning scheme. However, this will also limit their future development and impact upon other desired direction for housing growth. The extent to which these areas present a constraint to housing growth will be balanced in the RDF.

These areas are in:

- **Albion** – Streets to the west of Perth Avenue.
- **Keilor** – Streets which run south-west from Old Calder Hwy to Church Street, west of Green Gully Road.
  – Petrik Drive.
- **Sunshine West** – Korowa, Kosky, Killara Streets and immediate surrounds.

[58] Note: The NCO cannot apply to HO areas.

Figure 24: Heritage Overlay and areas of significant character



Environmental Constraints

Brimbank has relatively few environmental constraints. The Land Subject to Inundation Overlay (LSIO) applies to the key waterways, such as the Maribyrnong River, Taylors Creek and Kororoit Creek and affects some residentially zoned land. In these cases, a proposal is often required to incorporate setbacks and design responses that can limit development.

The Special Building Overlay (SBO) applies to land that is liable to inundation by overland flows from the urban drainage system and triggers a permit requirement for buildings and works.

The SBO affects land in Sunshine, Sunshine West and St Albans that may be appropriate locations for housing growth. The SBO does not necessarily present a constraint to housing growth, where buildings are designed in accordance with the purpose of the Overlay.

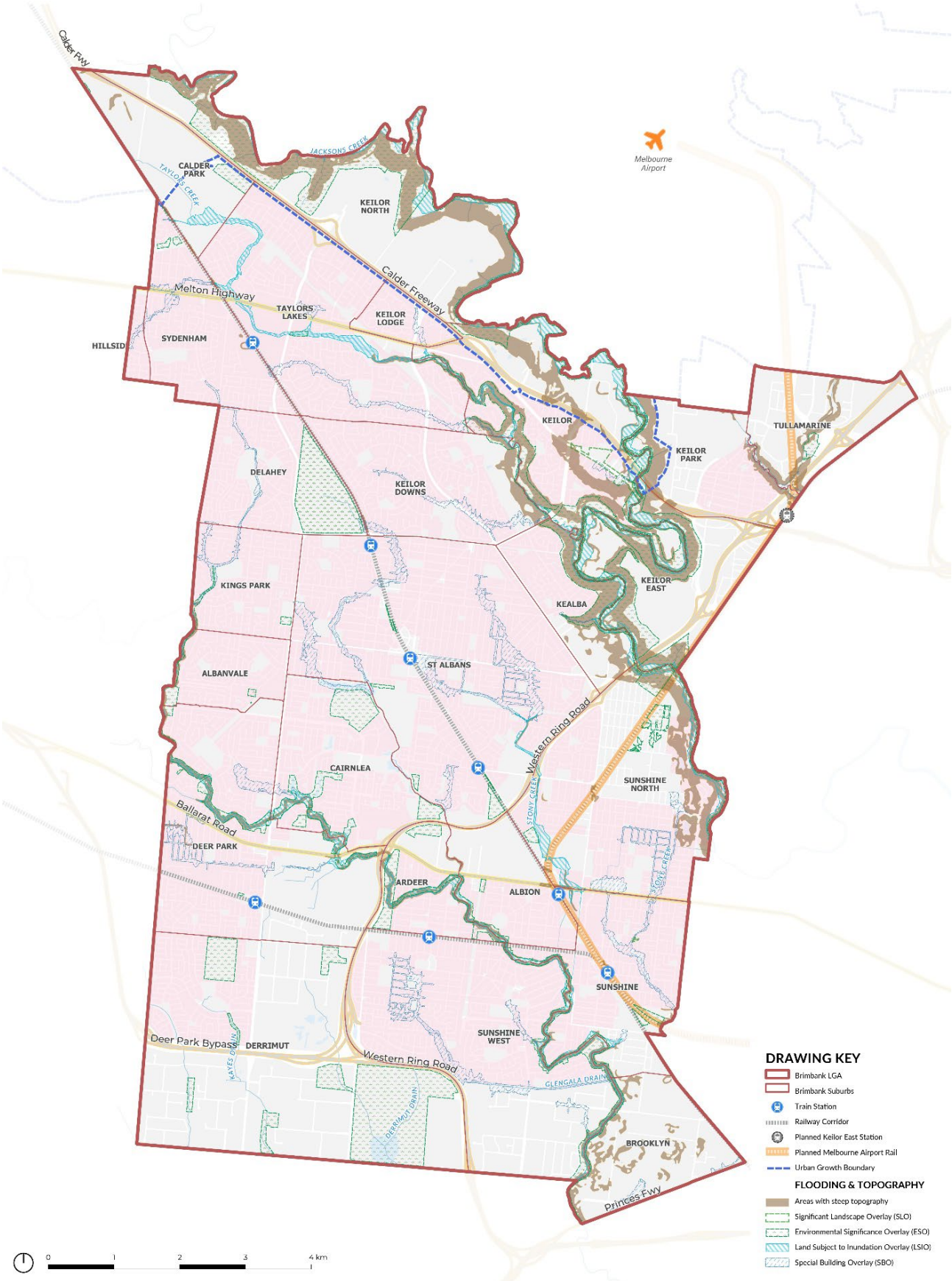
Several ESOs are used throughout the municipality to identify areas where development may be affected by environmental constraints and SLOs are used to identify significant landscapes. For the most part, ESOs and SLOs do not directly apply to residential land, however, the significance of these features are relevant considerations when planning for abutting land.

The following areas may present some constraints to development:

- ESO1 applies to significant grasslands and ESO2 applies to significant volcanic eruption points on the 250A Taylors Road, Delahey, which has been identified as a potential redevelopment site subject to further strategic work to support at PSA. Flora and fauna impacts, and geomorphological considerations, would need to be resolved for this site as part of any redevelopment proposal.
- ESO5 and SLO3 apply to the Maribyrnong River (or parts) and ESO4 applies to the Kororoit Creek, incorporating objectives and guidelines to ensure development is not visually prominent or intrusive when viewed from the creek/river corridor and to minimise development impacts on the corridors. While these overlays primarily apply to public land in the river and creek corridors, there are some small anomalous areas that affect residential land (e.g., Boreham Street and Dundalk Street in Sunshine).

In general, topography is not a major constraint on development in Brimbank. Most of the municipality is relatively flat, except for steeper areas around the Maribyrnong River. Some residential areas in Sunshine North and Keilor require development to make use of large retaining walls and specific housing designs in order to respond to topography.

Figure 25: Flooding and topography



Summary of Key Constraints

Key constraints have been overlapped in a 'heat map' to demonstrate where they are most concentrated (refer to Figure 26). Some layers present greater constraints for housing growth and change than others and these will be considered carefully when preparing the Housing Strategy. These constraints will also need to be carefully balanced with the opportunities for housing growth summarised in the previous section of this Background Report.

Sunshine (and surrounds)

Constraints in Sunshine are mainly related to potential impacts from industrial areas, or large-scale infrastructure, such as gas pipelines. These constraints are not all equal and further consultation and analysis will be undertaken as part of the Housing Strategy to determine the most appropriate way to address these matters.

Sunshine has a long history of industrial and residential interfaces, and it is to some extent an important part of the area's identity. As an area that also exhibits many opportunities for housing growth, it will be necessary to carefully manage potential land use conflicts and give clear direction about preferred locations for growth.

Sunshine and Albion's heritage significance (as recognised by the HO) will limit the ability of some areas to accommodate substantial change. In accordance with PPN guidance, it is likely that land affected by the HO will be identified for minimal change in order to reduce policy conflict.

St Albans (and surrounds)

The primary constraint in St Albans relates to the overlapping influence of a range of industrial uses, EAOs and other potential constraints related to land use conflict. Like Sunshine, St Albans presents opportunities for housing growth, and as such, will need to be carefully balanced against known constraints in the Housing Strategy.

Sydenham and Taylors Lakes (and surrounds)

Sydenham and Taylors Lakes areas are relatively free from significant constraints, except for some small residential areas affected by the MAEO. The key constraint in these areas relates more to barriers to movement, particularly walking and cycling.

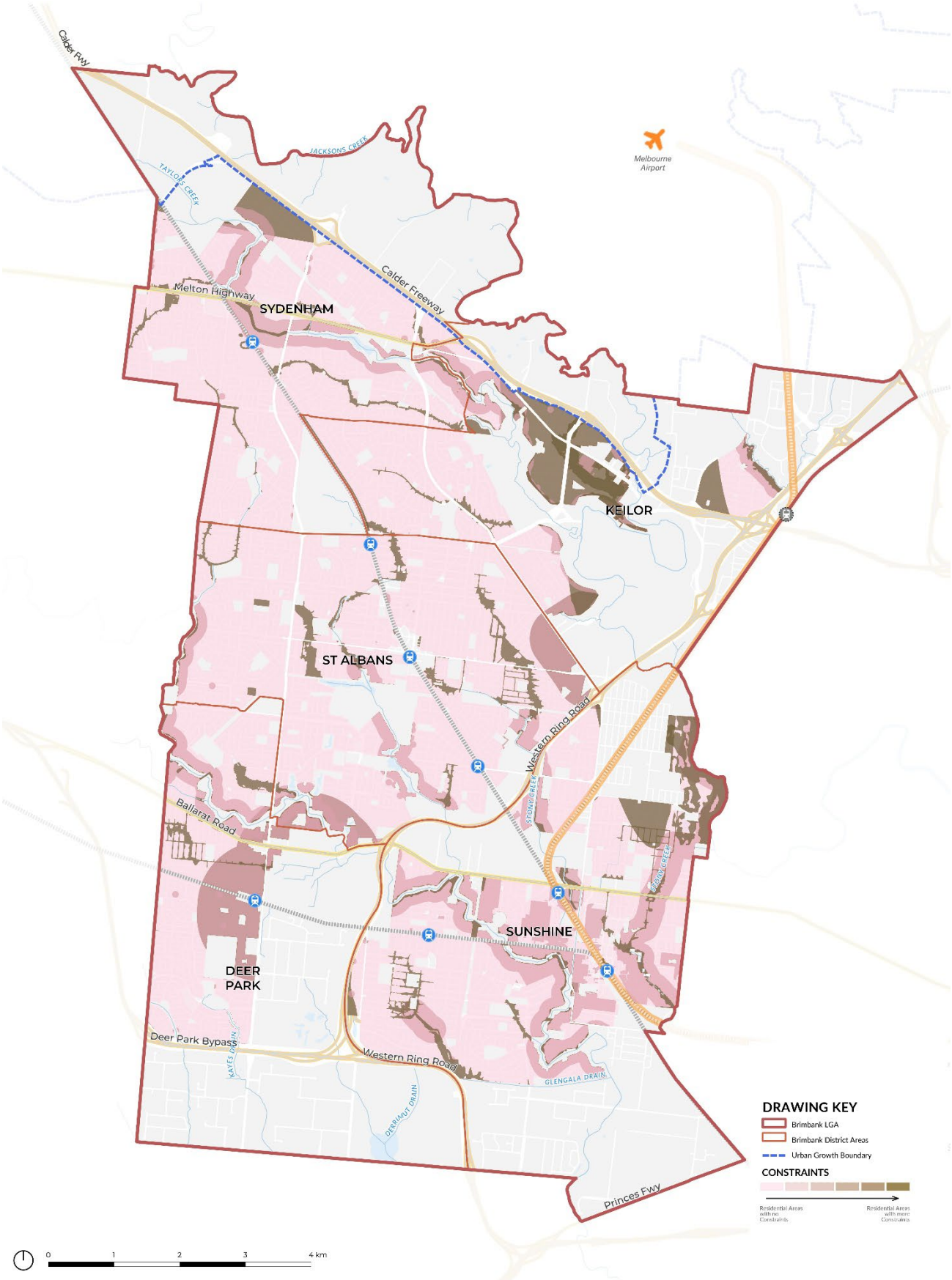
Deer Park (and surrounds)

Deer Park and surrounds is located adjacent to industrial areas, with a range of potential buffer constraints, and is also constrained by large scale barriers to movement such as freeways, rail and major roads, which also present amenity challenges. The MHF will limit opportunities for housing growth within the Safety Area.

Keilor (and surrounds)

Housing growth in Keilor and surrounds is constrained primarily by the MAEO, and to a lesser extent by topographical challenges and amenity and barrier constraints imposed by large scale road infrastructure.

Figure 26: Summary of key constraints



4.4 Summary of Findings

- **Effectiveness of zones:** The current planning framework is not achieving the level of housing growth and diversity envisaged by *Home and Housed*. The Housing Strategy will need to consider how to strengthen direction on preferred locations for housing growth, to encourage the right type of housing in the most appropriate locations. This will need to be supported by zones that reflect the level of housing change envisaged.
- **Housing supply:** There is sufficient theoretical capacity within existing neighbourhoods to meet Brimbank's projected housing needs, regardless of which population projection scenario is used (VIF or .id). However, the lack of greenfield sites, and slow delivery of apartment developments means most housing growth will occur as infill development in established neighbourhoods. Clear guidance on preferred infill development outcomes will need to be established to support the ongoing delivery of new housing.
- **Housing diversity:** Brimbank's demographic and household profile is changing, generating a need for different housing types, particularly smaller, more accessible, and more affordable housing. Existing dwelling stock is not very diverse and is predominantly separate houses. While this aligns with current market preferences for a segment of the population, it is not meeting the needs of single person households. The Housing Strategy will need to increase housing diversity and, in particular, encourage the delivery of one- and two-bedroom dwellings in appropriate locations.
- **Viability of high density housing:** Sunshine MAC has substantial capacity to accommodate housing growth in the form of high density development, such as apartments. However, this is yet to occur at scale. Significant public sector investment will improve the viability and attractiveness of this type of housing in the medium term in and around activity centres. The Housing Strategy will need to anticipate this, with the appropriate use of the RGZ to encourage high density housing.
- **Housing affordability:** Housing in Brimbank is becoming increasingly unaffordable, and there is projected to be an increasing shortfall of Affordable Housing in the future without substantial intervention. The Housing Strategy will need to encourage the delivery of affordable housing.
- **Household types:** household sizes and types are changing across Brimbank, with an increasing proportion of couples and lone person households. This, coupled with an ageing population will require a variety of housing forms, including smaller homes, retirement living, aged care, and dwellings suitable for multi-generational households. The Housing Strategy will need to provide clear direction on the preferred locations for a variety of housing types.
- **Housing growth opportunities:** key areas of opportunities for housing growth are located around the Sunshine/Albion and St Albans activity centres, and to a lesser extent, in Sydenham (around Watergardens). The viability of medium and high density development in and around the northern activity centres (i.e., in the form of apartments) will likely be a longer term proposition given market conditions and less high profile infrastructure investment than Sunshine/Albion. The Housing Strategy's role will be to direct housing growth and diversity with more effectiveness to areas that are accessible and liveable.
- **Housing growth constraints:** Key constraints on housing in Brimbank relate primarily to potential land use conflict (e.g., industrial uses and MHFs) and areas of heritage. These constraints are concentrated in the southern parts of the municipality, including around Sunshine and Deer Park. Areas of opportunity and constraint for housing growth often overlap and will need to be carefully balanced in the RDF.

5. NEIGHBOURHOOD CHARACTER INFLUENCES

Neighbourhood character is the cumulative impact of public and private realm features that establish the character of a place or area. Neighbourhood character describes how the interplay of these features gives an area a distinct look and feel.

5.1 Drivers of Neighbourhood Character

When planning for housing growth, the Victorian planning system requires consideration of neighbourhood character. This is largely achieved through use of the residential zones, as follows:

- The NRZ seeks to **ensure** that development **respects** identified neighbourhood character and allows for **neighbourhood character objectives** to be defined in the schedule.
- The GRZ **encourages** development that respects neighbourhood character and allows for **neighbourhood character objectives** to be defined in the schedule.
- The RGZ seeks to **ensure** that residential development achieves **design objectives** specified in the schedule.

Neighbourhood character is not static and as areas grow and develop, incremental or substantial changes can lead to the emergence of a new character.

To define a future preferred character for Brimbank's varied neighbourhoods, the existing neighbourhood character needs to be identified first.

This chapter, and Appendix 7.13 document the existing character of Brimbank's neighbourhoods. The analysis does not define a preferred character just yet. Instead, the analysis will be used as an input into the Neighbourhood Character Strategy, the Housing Strategy, and ultimately, the RDF, where neighbourhood character objectives will be balanced with housing growth objectives to establish a framework that meets Brimbank's housing needs.

To document existing character across Brimbank, we have identified three types of influences:

- **Planning Influences**: These are the planning policy frameworks that influence decision-making and shape development and character outcomes. Planning influences have been informed by analysis of policy, observation of on the ground development outcomes and analysis of decision-making at VCAT.
- **General influences:** These are the overarching factors unique to Brimbank that influence the pattern of development across the municipality. These include things such as the era of development, lot sizes and interfaces between housing and natural features (e.g., creeks and rivers). These general influences have been informed by a combination of desktop analysis and site inspections.
- **Contributors and threats to character:** These are the features and characteristics that we have observed that either contribute to the character of certain areas, or that present emerging threats to that character. These contributors and threats have been distilled from detailed site inspections of each of Brimbank's suburbs (refer to the Suburb Profiles in Appendix 7.13 for further detail on each suburb).

Each of these is discussed in turn below.

5.2 Planning Influences on Character in Brimbank

PPF and Planning Practice Notes

Clause 15.01-5S and PPN90 provide clear direction that recognition and protection of neighbourhood character need to be considered in the context of levels of housing change that are expected (as directed by the Housing Strategy).

PPN43 provides guidance on how to consider neighbourhood character in planning permit applications. However, it is also recognised as relevant for preparing neighbourhood character studies.[59] The matters identified by PPN43 for consideration, and the terms/features it suggests for describing neighbourhood character, have been used as the basis for analysis of neighbourhood character in this Project (refer Table 8).

The way these features 'present' in Brimbank is distinct from other municipalities. To ensure there is a shared understanding about how these features have been described in the context of Brimbank, this Project uses conventions for describing features such as such as setbacks, fencing, landscaping, era/type of development and building materiality, which are set out in Appendix 7.6.

Table 8: Neighbourhood character matters to be considered and features for assessment (Adapted from PPN43)

Neighbourhood Character Matters to be Considered	Features for Assessment
Pattern of Development	Locations, transitions & boundaries
	Private & public realm landscaping
	Street alignment, type and proportions
Built Form Scale and Character	Setbacks & site coverage
	Building types & height
	Lot size
	Fencing height, materiality, finish & transparency
	Garages, carports, crossovers, access & car parking
Architectural Styles and Roof Styles	Era of development
	Building materiality & quality
	Roof styles, materials & colours
Notable Features	Details of the footpath and street

[59] Glossop M 2019, *Peer Review Draft Brimbank Neighbourhood Character Study 2019,* Glossop Town Planning.

Planning Policy Framework

Local policy is a key consideration for Council's planners when making decisions on proposals for new development. Local policy that relates to neighbourhood character includes:

- Clause 21.07-3 *Residential design*
- Clause 21.06-1 *Heritage*
- Clause 21-06-7 *Non-residential uses in residential areas*
- Clause 21.06-3 *Escarpments and ridgelines*

These are discussed in more detail in Section 3.3.

The current LPPF seeks to ensure that new development works toward a preferred character in the RGZ and respects neighbourhood character in the GRZ and NRZ (Clause 21.07-3). However, as noted previously, guidance on what constitutes neighbourhood character for Brimbank's suburbs is absent, hampering effective decision-making and creating uncertainty for proponents.

The policy also creates confusion about the extent to which neighbourhood character is to be respected in the RGZ, presenting conflicts with the 'substantial change' expectations of the zone. This conflict has largely been removed in the new format PPF (Clause 15.01-5L), but there remains a lack of specific guidance on neighbourhood character and design objectives.

Further, under the new format Planning Schemes, the zone schedules—rather than local policy statements—are intended to be the main source of guidance.

This Project seeks to address this issue and fill any gaps in what constitutes neighbourhood character for different areas of Brimbank.

Home and Housed (Brimbank City Council, 2014)

Home and Housed, considers neighbourhood character at a high level; emphasising the need to protect suburbs from inappropriate development. Specifically, it has sought to protect neighbourhood character in Deer Park, St Albans, Sydenham, Keilor and Albion. *Home and Housed* did not identify special or intact neighbourhood character features of defined areas, suburbs or precincts, but it has been used to inform further consideration of the influences of character in Brimbank.

Home and Housed offered strategic justification for application of the residential zones and their schedules. The Schedules included:

- Variations to ResCode standards that generally focussed on measures to enhance landscaping and open space provision.
- Application requirements that sought more robust neighbourhood character analysis and design responses.
- Decision guidelines that placed emphasis on neighbourhood character and landscaping considerations.

The schedules did not identify neighbourhood character or design objectives, as the format of the zones did not provide this opportunity at the time of implementation (2016).

The impact of these schedules on neighbourhood character outcomes is discussed in Section 1.1.

Draft Brimbank Neighbourhood Character Study (Mesh, 2019)

The Draft Brimbank Neighbourhood Character Study identified neighbourhood character precincts based on desktop analysis and site inspections, as contained within existing zone boundaries. This approach was adopted given that zone boundaries had been established in *Home and Housed,* and it reflected the growth and change expectations for each area at the time.

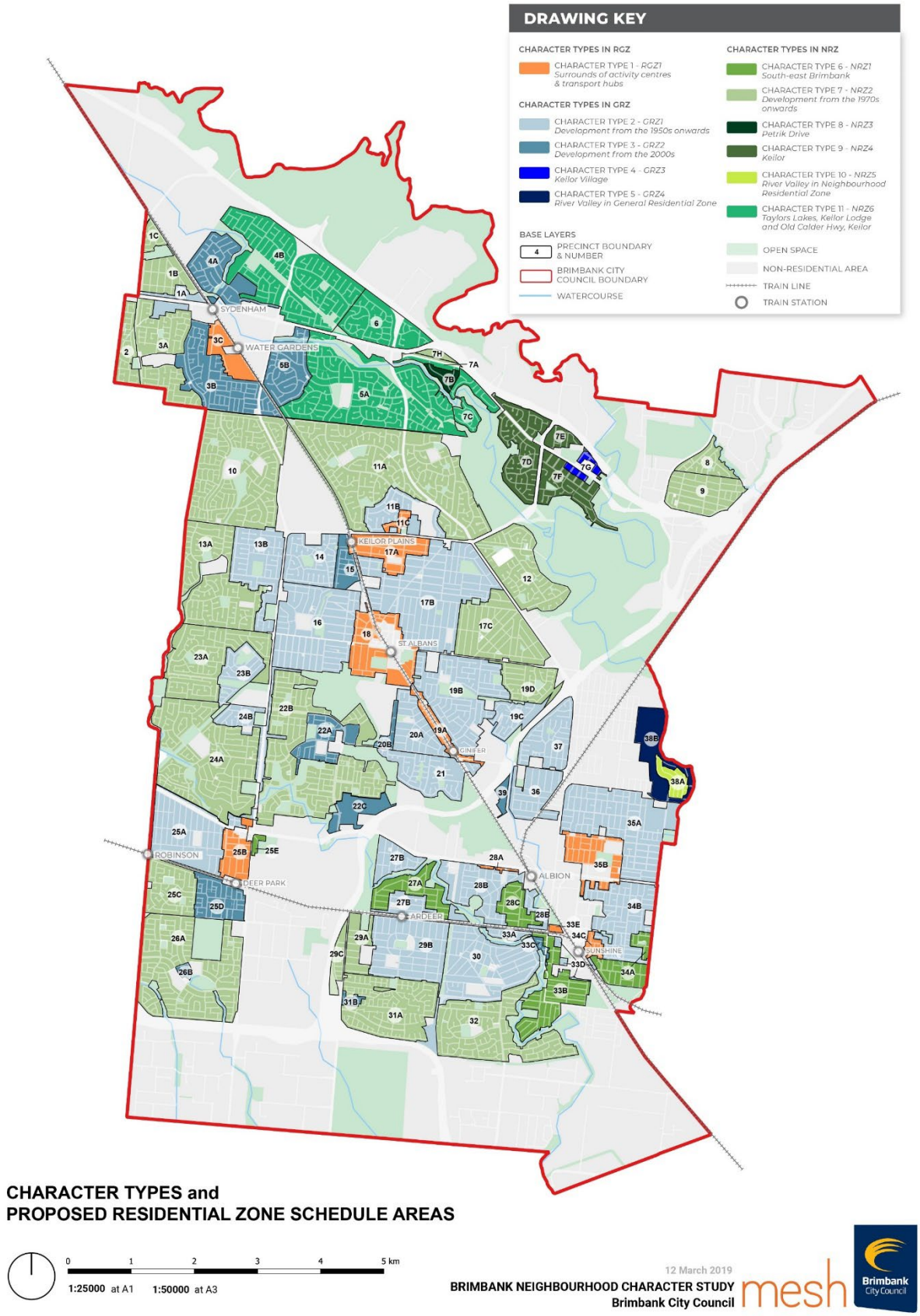
These precincts were then grouped into 11 Character Types based on commonalities in characteristics and preferred future character. A key outcome of the Study was recognition that large parts of the municipality demonstrate similarity in character features. Character Type 1 represented the RGZ, and the remaining 8 Character Types were defined based on more unique neighbourhood character features. A summary of the 11 Character Types is provided in Appendix 7.10.

The intent of the Neighbourhood Character Study was to inform changes and additions to the number and content of the zone schedules. The identified Character Types formed the basis for the recommended new zone schedules, which included proposed neighbourhood character objectives (for the GRZ and NRZ) and design objectives (for the RGZ), as well as new ResCode variations.

Due to the changed direction of PPN90 and 91, the Draft Neighbourhood Character Study could not be finalised.

The Draft Neighbourhood Character Study, along with the peer review of this Study, are now being used as inputs into this Project. The peer review of the Study found there to be further opportunity to consolidate character precincts where areas were identified by shared character features. Its recommendations have shaped and influenced the methodology adopted for this Background Report and will continue to factor into the approach to preparation of the Housing and Neighbourhood Character Strategies and the RDF.

Figure 27: Character types from the Draft Neighbourhood Character Study (2019)



Residential Zones

One of the key features of the reformed residential zones is the different maximum building height for each zone. The default maximum building heights of the zone apply across Brimbank (refer to Table 9), except for NRZ2, where a height limit of 12m applies and the GRZ2 where a four storey height limit applies.

Table 9: Maximum building heights of residential zones

Zone	Maximum building height
RGZ	4 storeys (can be increased by schedule)
GRZ	3 storeys (can be increased by schedule)
NRZ	2 storeys (can be increased by schedule)

In general, Brimbank's traditional housing stock (i.e., the original housing of the era of development) is generally single or double storey across all zones. Infill development in the NRZ and GRZ is predominantly single or double storey, with 2-3 storey development predominant in the RGZ (refer to the Suburb Profiles in Appendix 7.13 in the Appendices).

The GRZ's three storey height limit is an important consideration for this Project, particularly in areas where consistent lower heights are a valued character feature. At present, extensive three storey development in the GRZ is not a major threat to character, however, this is likely due to a combination of market conditions and lot sizes (lot sizes limit heights due to side setback requirements of ResCode). This Project will need to consider heights as part of the RDF. Where a lower height character is to be retained (2 storeys), the NRZ will be the appropriate zone.

Residential Zone Schedules

A schedule to the RGZ, GRZ and NRZ enables some key siting and amenity standards of Clause 54 and Clause 55 to be varied. A summary of the schedules in use in Brimbank is provided in Appendix 7.9.

The following provides an analysis of the impact of current residential zone schedules on neighbourhood character.

RGZ1

Unlike the other residential zones, neighbourhood character is not an explicit consideration of the RGZ. This is because the zone is intended for areas that are expected to change, and as such, provides opportunity to define design objectives.

The RGZ1 has been applied to support more intensive development around the Sydenham, Sunshine, Keilor Downs, Deer Park and St Albans activity centres. However, design objectives have not been defined, and application requirements require development to respond to 'characteristics identified in the neighbourhood and site description plan' (NSD) and contribute to a 'preferred denser character'. Decision guidelines place emphasis on a transition of built form scale and height to adjoining zones, the extent to which landscaping can soften the appearance of development and transition to adjoining development, the dominance of carparking and access, and the use of building design to protect privacy rather than screens.

The same schedule applies to all RGZ areas, despite variations to their existing contexts and an expectation by Council that the scale of development is graduated with increased distance from activity centres. While this expectation is broadly established in the purpose of the zone (i.e., a 'transition'), specific guidance for how to achieve this transition is not articulated in the zone schedule, other than references in the decision guidelines. Council has had limited success persuading VCAT that a different design response may be required depending on distance from an activity centre. Without clear policy guidance, it is difficult for applicants and decision makers to understand development expectations.

ResCode variations are set out in Appendix 7.9. These variations provide 'mixed messages' regarding support for denser development. Some variations (e.g., increased site coverage standards) allow for denser outcomes while protecting on site amenity (i.e., through enhanced open space requirements for balconies), while others (e.g., front setbacks and reliance on ResCode base standards for walls on boundaries and side/rear setbacks) appear to seek to protect the existing pattern of development by referencing existing development. Council planners have confirmed that in their experience, the front setback requirements are not achieving the desired outcomes and should possibly be reduced.

A review of emerging infill development in sample areas zoned RGZ1 indicate that multi-unit development of 2–3 storeys is occurring. It appears that building heights are likely limited by lot width, and a requirement to meet the objectives and standards of Clause 55.04-1 (Side and rear setbacks) and 55.04-2 (Walls on boundaries). While decision guidelines encourage consolidation of lots to maximise development, this is challenging to achieve.

Additionally, due to the minimum street setback requirement of the RGZ1, developments are generally providing front setbacks of 7m – 9m, to match the existing street setback pattern.

As a result of these policies, developments may make use of cantilevers over driveways to maximise upper floorspace, and front setbacks are often the only meaningful area available space for landscaping or tree planting. This is generally in accordance with B13 (Landscaping) as varied by the schedule to the RGZ, which requires a minimum of one medium sized tree to be planted in the front setback.

Figure 28: Street view (left) and aerial (right) example infill development in the RGZ1 in Power St, St Albans



GRZ1

The GRZ1 applies to neighbourhoods with reasonable access to services, facilities and public transport, including neighbourhoods surrounding the Sydenham, St Albans, Ardeer, Sunshine and Deer Park Activity Centres, and is intended to support incremental change. A single schedule applies to all GRZ neighbourhoods (except the Cairnlea Mixed Use Precinct), despite variations to the existing neighbourhood character of these areas.

No neighbourhood character objectives have been defined, although application requirements require consideration of neighbourhood characteristics and a design response that identifies how the proposed development responds to those characteristics. Decision guidelines place emphasis on a transition of built form scale and height to adjoining zones, retention of existing canopy trees, creation of opportunities for landscaping, the appearance of carparking and access, and retention of prevailing side setbacks.

ResCode variation requirements are set out in Appendix 7.9**.** Standards A17 and B28 (Private open space) and B13 (Landscaping) are varied by the schedule and seek enhanced landscaping and private open space outcomes.

The GRZ1 is mostly delivering single and double storey multi-unit developments, often with development provided in side by side or tandem arrangements, in accordance with the schedule variations. However, in some instances

VCAT has allowed secluded open space in the front setback [60] and minor reductions to front setbacks based on the mixed setbacks of the surrounding area[61].

Generally, tree planting in front setbacks is being achieved; however, planting along driveways is at times limited.

Figure 29: Example development in Albion, where secluded private open space permitted in front setback (far right dwelling)



Figure 30: Example developments in GRZ1 in Albion



[60] Black T Small Footprint Pty Ltd v Brimbank CC [2019] VCAT 1621 (18 October 2019).
[61] Nguyen v Brimbank CC [2019] VCAT 935 (24 June 2019).

GRZ2

This schedule applies to the Cairnlea Mixed Use Precinct. No neighbourhood character objectives or ResCode variations are used. A 4-storey height limit is specified.

The site is also subject to the DPO4. The site is currently undeveloped.

NRZ1

The NRZ1 is one of two NRZ schedules used in Brimbank. It generally applies to residential areas between activity centres and encourages only limited change. The NRZ1 is applied to a range of different neighbourhoods with varying characteristics.

Like the GRZ1, no neighbourhood character objectives have been defined, although application requirements require consideration of neighbourhood characteristics and a design response that identifies how the proposed development responds to those characteristics. Decision guidelines place emphasis on retention of existing canopy trees, creation of opportunities for landscaping, the appearance of carparking and access, and retention of prevailing side setbacks. These are like the GRZ (except for the GRZ's focus on transitions).

Infill development is occurring in the NRZ1, however the lack of specificity regarding how neighbourhood character should be protected or respected in the context of limited change has been the subject of commentary by VCAT[62], particularly where decisions turn on whether double storey development respects existing neighbourhood character.

ResCode variations are set out in Appendix 7.9. They reduce the site coverage and increase the landscaping and private open space requirements. Combined with the emphasis on side setbacks in the decision guidelines, this schedule seeks a more open and spacious feel.

An analysis of sample infill developments revealed that development outcomes are often similar to the GRZ1.Space is generally being provided for landscaping in front and rear setbacks, although landscaping along driveways is often limited, and canopy trees are not always provided. Developments are predominately arranged in tandem with an accessway running along the side boundary (refer to example of a development in Sydenham in Figure 31, in an area that contains several similar multi-unit tandem developments). While this design response often achieves the site coverage standard, there is reduced opportunity for permeable surfaces and double storey development at the rear can negatively impact neighbourhood character.

Figure 31: Street view (left) and aerial (right) examples of infill development in NRZ1 in Argyll Street, Sydenham



[62] Riva Ridge Pty Ltd v Brimbank CC [2020] VCAT 1342.

NRZ2

The NRZ2 applies to a small area in Sunshine North. Like the NRZ1, no neighbourhood character objectives are specified, and application requirements require consideration of neighbourhood characteristics and a design response that identifies how the proposed development responds to those characteristics.

The variations to ResCode include a lesser open space requirement than NRZ1. A height limit of 12m applies.

This is a new development area, of predominantly double storey, single dwellings on a lot. Development subject to the Maribyrnong River Valley Design Guidelines that are specific to the development and implemented by the DDO1. There is no 'infill' development as such occurring in the NRZ2.

Figure 32: Street view (left) and aerial (right) example developments in NRZ2 in Sunshine North





Development Plan Overlays

DPOs identify land where a development plan must be prepared to guide future use and development before a permit can be issued. They can be used to provide greater control of design outcomes than zones alone and aim for more cohesive development across specified areas. In Brimbank, DPOs apply to medium to large redevelopment sites and are described in more detail in Appendix 7.7. Each DPO influences neighbourhood character in a unique way, depending on the site, context and development and design objectives of the Development Plan, as show in Figure 33 to Figure 36.

Figure 33: Two examples of development within DPO3 in Sunshine North





Figure 34: Townhouses (left), detached housing (centre) and apartments (right) within Cairnlea Estate



Figure 35: St.A Estate townhouses next to an area under construction (left) and fronting open space and play equipment (right)



Figure 36: Two examples of development within DPO13 in Sunshine West



Design and Development Overlays

DDOs identify areas which are subject to specific design and built form requirements. In Brimbank, DDOs in residential areas relate primarily to:

- Establishing an appropriate interface with adjoining natural environments and protecting skyline views (such as DDO1along the Maribyrnong River and DDO5 along Taylors Creek),
- Ensuring dwellings are built with appropriate noise mitigation (such as DDO4 along the Western Ring Road), and
- Encouraging high quality design responses in mixed use and redevelopment precinct and around activity centres (such as DDO6 in North Sunshine, DDO7 in Sunshine, DDO9 in St Albans Activity Centre, DDO10 in Keilor Village Activity Centre).

DDOs can give much stronger and more specific design guidance than zones alone. Examples of the outcomes achieved in DDO areas are shown in the Figure 37 and Figure 38.

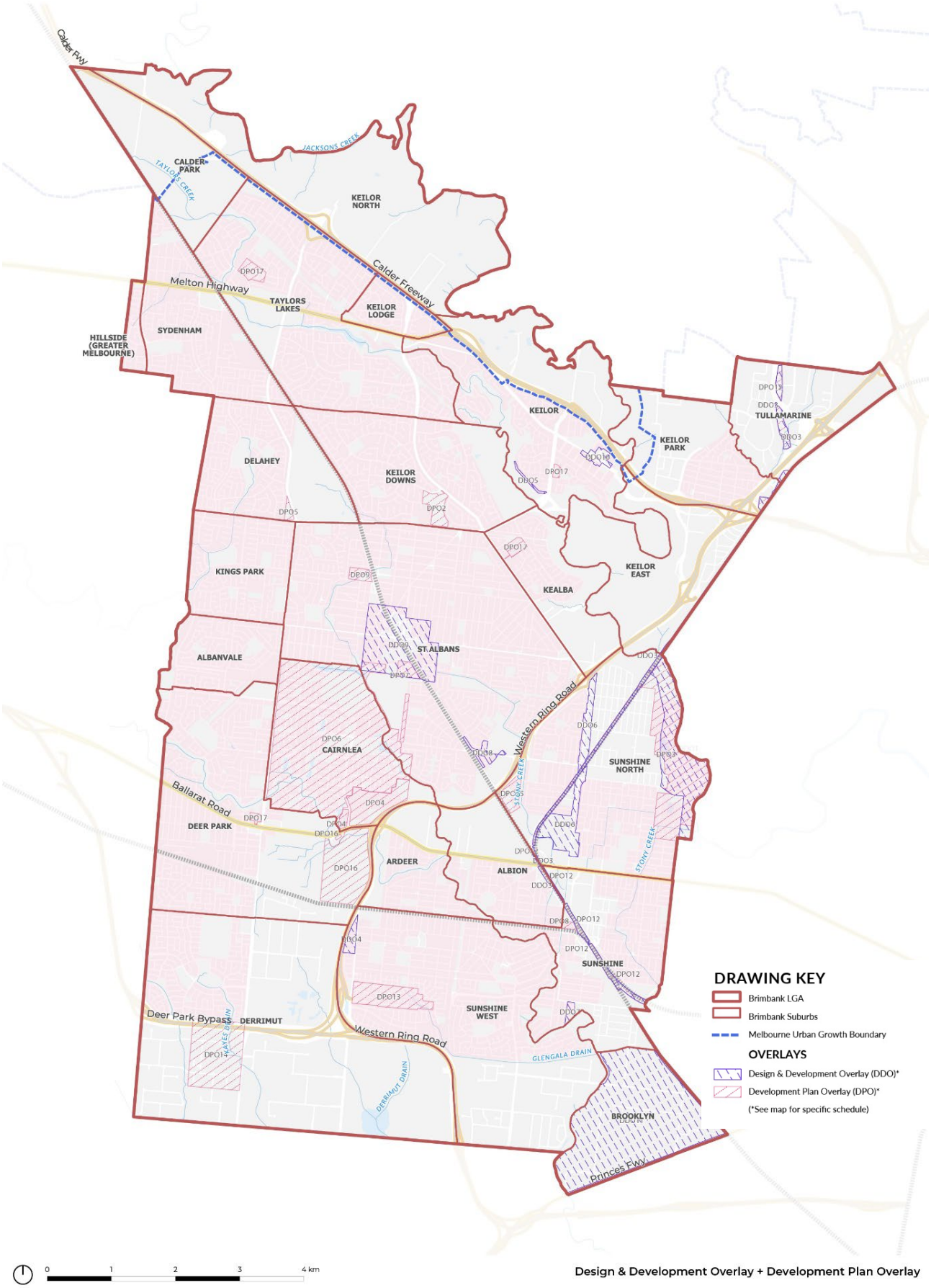
Figure 37: Detached (left) and apartment (right) dwellings affected by DDO1 in Sunshine North



Figure 38: Dwellings affected by DDO7 in Sunshine



Figure 39: DDOs and DPOs



Heritage Overlays

HOs function to conserve and enhance places of natural or cultural significance. These places are identified through heritage studies and other strategic work.

Significant heritage features identified by HOs (shown in Figure 24) are often an important contributor to that neighbourhood's character.

Precinct HOs have a significant influence on neighbourhood character, these include:

- HO19, affects the Commonwealth Munitions Housing Estate in Sunshine. Dwellings are generally uniform in colour, style and siting, are of low scale and provide moderate front garden landscaping.
- HO21 affects the ICI Residential Heritage Area in Deer Park. Constructed for industrial workers of the former Nobel factory, these dwellings sit within close proximity to adjoining industrial areas. Dwelling styles reflect a sequence of development in their distinctive styles and forms reflecting Indian bungalow style, cottage style and brick Californian bungalow style. More recent contemporary dwellings are non-contributory to the precinct.
- HO23 and 24 recognises the McKay Housing Estate along the western boundary of Sunshine and eastern areas of Albion. Heritage dwellings sit amongst more contemporary dwelling styles and infill development.
- HO25, which affects the Railway Station Estate south of Sunshine Train Station. Dwellings are predominately weatherboard material with Dutch or gable roof styles. New development is limited and largely occurs in Morris Street.
- HO26 applies to the War Service Homes Heritage Area, north of the McKay Housing Estate in Albion. Dwellings in this area appear to be primarily the original housing stock, with limited infill, contemporary development.
- HO151 applies to the Grand Junction Estate and Matthews Hill Precinct. Dwellings in this area are predominately traditional housing stock, however contemporary housing forms are present. The overlay also applies controls to the Canary Island Palms that are features in Robinson Street reserves, and the street tree planting at the junction of Hill, Drayton and Matthews Streets.

Figure 40: Two examples of dwellings affected by HO23 in Sunshine





Figure 41: Two examples of dwellings affected by HO26 in Albion





Figure 42: Dwelling affected by HO21 in Deer Park



Albion Neighbourhood Plan (Brimbank City Council, 2013)

The Albion Neighbourhood Plan was prepared in response to community feedback regarding Regional Rail Link works. It sets out a vision for the preferred future for Albion over 20 years, to 2032. This includes actions related to the public realm, connectivity, traffic management, community infrastructure and built form. The plan seeks to strengthen Albion's existing character through protection of heritage and period building elements and to support diverse housing and affordable living.

The plan identified Albion as having a strong sense of identity, with residential areas, local shopping strips and open spaces all contributing to the overall character. It also introduced the possibility of applying an NCO to identify existing and preferred neighbourhood characteristics and to ensure future development would respect neighbourhood character, but the plan alone was not enough to justify an NCO. Strategic work was subsequently undertaken by consultants in preparation for an amendment that would apply this overlay. Ultimately, however, the consultants advised that an NCO would be difficult to justify due to the range of housing present within Albion as well as Albion's similarity to nearby areas.

Previous assessments completed by Hansen, and by Mesh for the 2019 Draft Neighbourhood Character Study, did not identify Albion as a special area. From site inspections undertaken for this Background Report, it has been observed that the character of Albion is somewhat unique and distinct from surrounding areas (refer to Suburb Profile). Some areas are protected by the HO. Outside the HO, many streets comprise the type of low-scale, detached dwellings seen in the HO, particularly in the streets west of Perth Avenue where low scale weatherboard and brick homes are particularly intact. However, between Adelaide and Perth Streets, and Selwyn Street

surrounding Selwyn Park, there are frequent contemporary developments of double storey townhouses and units that disrupt the consistency. This Project will provide strengthened guidance regarding neighbourhood character for Albion; however, whether Albion is sufficiently 'special' to warrant specific controls will be determined as part of the Neighbourhood Character Strategy.

VCAT Neighbourhood Character Planning Decisions

Appendix 7.12 contains a review of several VCAT decisions involving neighbourhood character in recent years (since *Home and Housed* was implemented). This review provides insight into how the current planning framework is being interpreted and common issues that have arisen. Key themes from that analysis, and the relevance to this Project, are summarised below.

Balancing change and character in the RGZ

VCAT opinions varied regarding how much weight a proposed development must give to the existing neighbourhood character context in the RGZ. Conflicts between policy relating to neighbourhood character and the purpose of the RGZ to accommodate substantial change were highlighted, as was the absence of policy direction regarding how character should be considered or balanced against change expectations. This conflict needs to be addressed through this Project, with specific design objectives articulated for RGZ areas.

Key quotes include:

"It is apparent that the Council's and respondents' concerns with this proposal relate to the scale of change that it will make to the area which is currently dominated by single-storey, detached houses. However, the 'scene has been set' by the zoning of the land as RGZ1, which applies to substantial change areas"[63]

"In the context of the RGZ1 where substantial change and more intensive development is supported and the purposes of the zone not seeking to protect or respect neighbourhood character, it is to be expected that the form and scale of buildings will be different from the low scale detached housing that currently dominates the character of this area. However, the relevant planning policies do seek a preferred character that consists of 'high quality design that responds to surrounding housing development' and seek 'to promote development that is well designed, innovative and responds to its location and context...These requirements are supported by planning policy in the same way as the encouragement for more intensive housing is supported. Consequently, they carry a similar weight and provide guidance on the future character of the area zoned Residential Growth. In this context, I find that the proposal does not strike an appropriate balance between the objectives for more intensive residential development and the relatively modest landscaping requirements for individual developments"[64]

…the zoning of the land does not negate the assessment of the development within its context. Contextual understanding of the place in which the site finds itself is important, both from a neighbourhood character and amenity perspective…Within this milieu of lack of incorporated guidelines, discretional policy directives, and specific zone schedule changes, the importance of a contextual response to the front setback is paramount."[65]

Transitioning development intensity in the RGZ

VCAT has set aside Council's position that intensity and scale of development should be graduated in the RGZ with distance from the activity centres. VCAT has noted that there is no policy support for this position, and that transitions referred to in the decision guidelines of the zone schedule relate to interfaces with different zones, not proximity to activity centres or adjoining lots. This finding would suggest that zone schedules will need to be more explicit about how expectations for development transitions are defined (either through multiple schedules or design objectives or decision guidelines).

Key quotes include:

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[63] I and F Investments Pty Ltd v Brimbank CC [2021] VCAT 603.
[64] Canterlever Construction Pty Ltd v Brimbank CC [2021] VCAT 19.
[65] CitiWest Constructions Pty Ltd v Brimbank CC [2021] VCAT 363.

"The Council's expectation of higher levels of change closer to activity centres is not clearly articulated in the planning statements at clauses 21.04 and 21.07…They do not articulate that the intensity of development expected in the RGZ1 is to be graduated relative to proximity to an activity centre." [66]

"…consideration of issues regarding built form, scale and height transition are focussed on developments that have an interface with land in a different zone, rather than the interfaces between individual lots in RGZ1."[67]

Absence of neighbourhood character guidance in the GRZ

Cases in GRZ areas that turn on whether the proposal responds to the neighbourhood character have noted the absence of policy guidance and/or the generic nature of policy guiding residential design. Issues relating to siting, setbacks, scale, and design details were determined on a case-by-case basis having regard to the surrounding context. This points to the need for this Project to define spatially specific character expectations for Brimbank's neighbourhoods.

Key quotes include:

"It was common ground that as there was no specific preferred neighbourhood character statement for this area an assessment of neighbourhood character needs to be based on the existing character of the area, in accordance with Clause 55.02-1 of the scheme."[68]

"…the siting, massing and appearance of the development should fit comfortably into the prevailing character of the area. There is also clear guidance as to the appearance, materials, front setbacks and location of garages within new developments. Landscaping is clearly encouraged."[69]

"My reading of the existing generic Clause 21.07-3 Residential Design of the Planning Scheme is that the key elements that contribute to the existing neighbourhood character are building setbacks, colours and finishes, design detail and the landscaped setting. This Clause relates to the entire municipality and is not specific to this local neighbourhood alone."[70]

[66] I and F Investments Pty Ltd v Brimbank CC [2021] VCAT 603.
[67] Ibid.
[68] Black T/Small Footprint Pty Ltd v Brimbank CC [2020] VCAT 1262.
[69] Tabone v Brimbank CC [2018] VCAT 100.
[70] Black T Small Footprint Pty Ltd v Brimbank CC [2019] VCAT 1621.

Adequacy of landscaping

VCAT decisions relating to adequacy of landscaping outcomes in multi-unit development proposals has been mixed. VCAT has supported Council's aspirational policies and ResCode variations that seek better landscaping outcomes than historically achieved in Brimbank. However, VCAT has also pushed back on requests for further landscaping in other instances on the basis of compliance with other open space standards. These mixed interpretations support a strengthened role for policy and design/neighbourhood character objectives relating to landscaping expectations. However, one VCAT member has noted an inherent conflict between increased densities and expectations for greater canopy tree coverage on private land. These findings suggest that policy direction may need to be more targeted to achieve improved landscape and canopy tree coverage in parallel with growth.

Key quotes include:

"…planning scheme policies, controls and provisions including the varied clause 55 standards and decision guidelines in Schedule 1 to the RGZ…collectively emphasise the importance of high quality urban design and buildings and ***better landscaping outcomes*** *than what has historically occurred in Brimbank."*[71]

*"I think that the compliance of the width of the SPOS areas with the schedule to the zone provides a basis to conclude that these areas can support vegetation that can contribute to landscaping objectives…In my view, (*Council*) cannot reasonably say that open space areas that comply with the scheme fail to provide an adequate landscaping area."*[72]

"In regard to a landscaped setting, as I have said already it is very much an aspirational aspect of Council's local planning policies. I think that the way in which the Council has approached this aspiration in this case is (with no offense meant to the Council) a little bit overcooked."[73]

"I think that an inevitable outcome of encouraging more dwellings within established neighbourhoods is less canopy vegetation within private properties…In areas where further development is encouraged by policy, landscaping has to be largely provided in public area such as streets, parks and shopping centres. It is a reasonable trade-off for the wider benefits of accommodating more people in the established suburbs."[74]

Specific housing outcomes, such as reverse living or double storey at the rear

VCAT has noted that reverse living as a design outcome can be problematic in certain locations, particularly where it results in poor internal amenity to avoid overlooking of neighbours.

Regarding two storey development at the rear of the lot, VCAT has noted a lack of policy guidance. In its absence, proposals have been assessed against Clause 55 requirements and the impact of the buildings' mass on neighbours.

These findings suggests that local policy in relation to reverse living formats and double storey at the rear could be strengthened to encourage appropriate siting and design responses.

Key quotes include:

"reverse living arrangements are most effective when they are designed to take advantage of views."[75]

*"There is no specific policy guidance that addresses or discourages such built form (*two storey at the rear of lot*). Two storey dwellings are contemplated in clause 55.04 through the standards and objectives relating to setbacks to boundaries and walls on boundaries, as well as amenity considerations such as overshadowing secluded private open space and daylight and solar access to habitable rooms."*[76]

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[71] Canterlever Construction Pty Ltd v Brimbank CC [2021] VCAT 19.
[72] Tabone v Brimbank CC [2018] VCAT 100.
[73] Kropf v Brimbank CC [2020] VCAT 941.
[74] Tabone v Brimbank CC [2018] VCAT 100
[75] Bullion Constructions Pty Ltd v Brimbank CC [2017] VCAT 2097.
[76] Tabone v Brimbank CC [2018] VCAT 100.

Absence of direction regarding limited change expectations in NRZ

VCAT has highlighted the lack of guidance around expectations for character and change in the NRZ where limited change is specified but with no description of what this means. VCAT has also commented on the perhaps excessive use of the word 'protect' in reference to neighbourhood character, where other State provisions require 'respect'.

The expectations for change in the NRZ have changed as part of the zone reforms, and as such, this Project will need to define clearly what is meant by limited (now referred to as minimal) versus incremental change in the NRZ, and how neighbourhood character can be respected in different settings.

"In terms of policy, I do note that the local planning policies describe the location of this site and the neighbouring properties as being a limited change area, but there is actually no real description as to what that means. It is used in this planning scheme as a very generic term. It seems to me it is really going to depend on the design that is proposed for a particular site as to whether or not you can be satisfied that it is effectively an acceptably amount of limited change."[77]

"'Protection' is quite strong language in a planning scheme. Then the purpose of the zone says that new development should respect the neighbourhood character."[78]

5.3 General Influences on Character in Brimbank

Lot Size

The size and pattern of residential lots varies across Brimbank. Lot sizes and pattern variation result in differences to dwelling massing, setbacks and landscaping and have a direct influence on neighbourhood character.

Lot size variation also results in housing typology variation. Smaller lots typically indicate townhouse and unit typologies, whereas moderate to large lot sizes typically accommodate detached dwellings. Very large lots may indicate other uses (e.g., schools, childcare etc located in residential zones) or dwelling typologies (e.g., aged care). Table 10 outlines this Project's categorisation of lot sizes and their relevance in terms of planning permit triggers for single dwellings on lots. It is noted that all multi-unit developments require a planning permit.

[77] Kropf v Brimbank CC [2020] VCAT 941.
[78] Ibid.

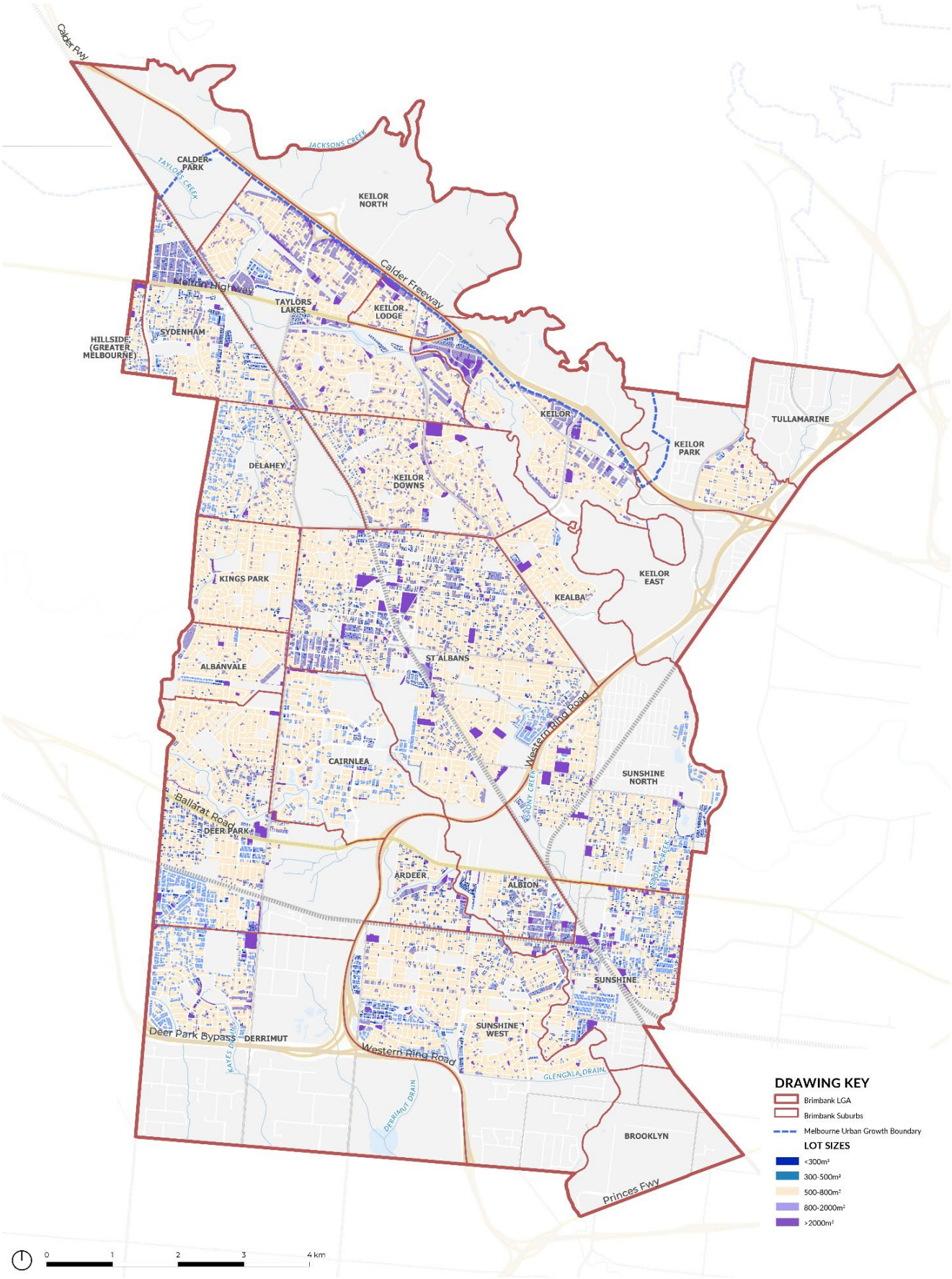
Table 10: Lot size definitions and planning permit relevance

Lot size	Definition	Planning/building approval requirements for single dwellings on lots
Very small	Less than 300m^2	Lot size of less than 300m^2 triggers a permit to construct or extend a single dwelling. Proposals are subject to Clause 54 and Clause 55 provisions, and any variations in the schedules to the zones. Building permit must be in accordance with the planning permit.
Small	300–500m^2	Prior to the Housing Statement introduced by the State Government in September 2023, lot sizes of 300–500m^2 could trigger a planning permit to construct or extend a single dwelling in the zone schedule (not currently used in Brimbank). Proposals triggering permits were subject to the same provisions as above. Since the Housing Statement, a planning permit is no longer required. Nonetheless, a building permit is required to be in accordance with the Building Regulations, and dwellings are subject to any ResCode variations specified in the residential zones.
Moderate	500–800m^2	A building permit is required to be in accordance with the Building Regulations, and subject to any ResCode variations specified in the residential zones. May attract multi-unit development.
Large	800–2000m^2	A building permit is required to be in accordance with the Building Regulations, and subject to any ResCode variations specified in the residential zones. However, these lots are more likely to be redeveloped for multi-unit developments.
Very large	2000m^2 or greater	Very large lots unlikely to be redeveloped for single dwellings.

Small lot sizes generally indicate a moderate level of site coverage with moderate scale private realm landscaping. Clusters of smaller lots within a street or infill development area often comprise greater expanses of impervious surfaces and have reduced landscaping, influencing the landscaping character of an area.

Larger lot sizes can present opportunity for new infill development or present further opportunity for large format residential and aged care outcomes. In areas surrounding university campuses, they also present an opportunity for multi storey student housing. While a positive development outcome from a housing diversity perspective, the potential impact of these uses on neighbourhood character will need to be considered in the context of Housing Strategy objectives to meet diverse housing needs.

Figure 43: Lot sizes



Eras of Development

Residential development in Brimbank spans several eras, from the 1900s to contemporary development and redevelopment. In the 2019 Draft Neighbourhood Character Study, era of development was a key category that defined Character Types.

1900s to 1950s housing

Housing characteristic of the 1900s–1950s is simple in design, reflecting the economic austerity of the time coupled with a desire to modernise.[79] In Brimbank, residential areas from this time are typically grid-based, with double-fronted detached dwellings of brick and weatherboard on small to moderate sized lots. Dwelling sizes typically allow for front and back yards with plenty of space for lawns and landscaping. Where redevelopment has occurred, it has often been in the form of medium density housing scattered throughout the original housing stock.

Figure 44: Two examples of 1900s to 1950s dwellings in Brimbank





1950s to 1960s (post-war)

Post-war housing was built during a time of prosperity. This is reflected in larger, detached houses designed for families.[80] As demand for housing was high at this time, dwellings from this period typically feature materials that were accessible and easy to install, such as mass-produced large square windows.[81] Areas that are characteristic of post-war development have moderate lot sizes and redevelopment has tended to be in the form of multi-unit developments.

[79] Heritage Council Victoria 2010, *What house is that?* 3rd edition, Heritage Council website, accessed 14 Feb 2023, https://heritagecouncil.vic.gov.au/your-home/what-house-is-that/.
[80] Ibid.
[81] Clements Clarke Architects 2022, *Design Spotlight: What is Post War Architecture?* Clements Clarke Architects website, accessed 14 February 2023, https://clementsclarke.com.au/what-is-post-war-architecture/#:~:text=In%20contrast%20to%20Modern%20design%E2%80%99s%20more%20contemporary%20alternatives%2C,windows%20that%20encouraged%20a%20greater%20use%20of%20glass.

Figure 45: Two examples of 1950s to 1960s post-war dwellings in Brimbank





1970s to 1980s housing

Housing from the 1970s and 1980s reflects an emergence of more modern development styles. Single dwellings tend to be larger than that of previous eras, taking up more space on the lot. This era saw a rise in the popularity of multi- level units and walk-up apartments as a more affordable option.[82] Visually, houses from the 1970s and 1980s are characterised by their use of red, browns and orange earthy tones, with brick as a common building material.[83,84] Street layouts from this time tend to exhibit more curves, with cul-de-sacs as a commonly observed element.

Figure 46: Apartment (left) and detached (right) examples of 1970s to 1980s housing in Brimbank





1990s to 2000s housing[85]

This era of housing reflects the desire of homeowners to express innovation and uniqueness through material selection and the structure.[86] Dwellings from the 1990s to 2000s typically feature large windows and little decoration of the façade.[87] In Brimbank, certain areas from this period exhibit variation; others display relative uniformity of design, with large houses on moderate lots. Street networks are curvilinear, with roundabouts and occasional cul-de-sacs. Lack of private open space on individual lots is often compensated for with public open space. Medium

[82] Picket C n.d., *The 'six-pack': the past and present of walk-up flats,* accessed 15 February 2023, https://www.aicomos.com/wp-content/uploads/2009_UnlovedModern_Pickett_Charles_SixPack_Paper.pdf.
[83] Ibid.
[84] Design Build 2018, *The 1970's – A Significant Period for Residential Architecture,* Design Build website, accessed 15 February 2023, https://designbuildexpo.com.au/design-interiors/1970s-significant-period-residential-architecture/.
[85] Includes up to the present day.
[86] Domain 2015, 'Project homes and the Individual style of the 90s and 00s', Domain, accessed 14 February 2023, https://www.domain.com.au/advice/project-homes-and-the-individual-style-of-the-90s-and-00s/.
[87] Gross R 2015, *Roots of Style: How Did Your Australian Home Get Its Look,* Houzz website, accessed 15 February 2023, https://www.houzz.com.au/magazine/roots-of-style-how-did-your-australian-home-get-its-look-stsetivw-vs~26846438.

density development and infill development, when present, has commonly taken the form of townhouses, duplexes or multi-unit developments.

Figure 47: Examples of 1990s to 2000s housing in Brimbank

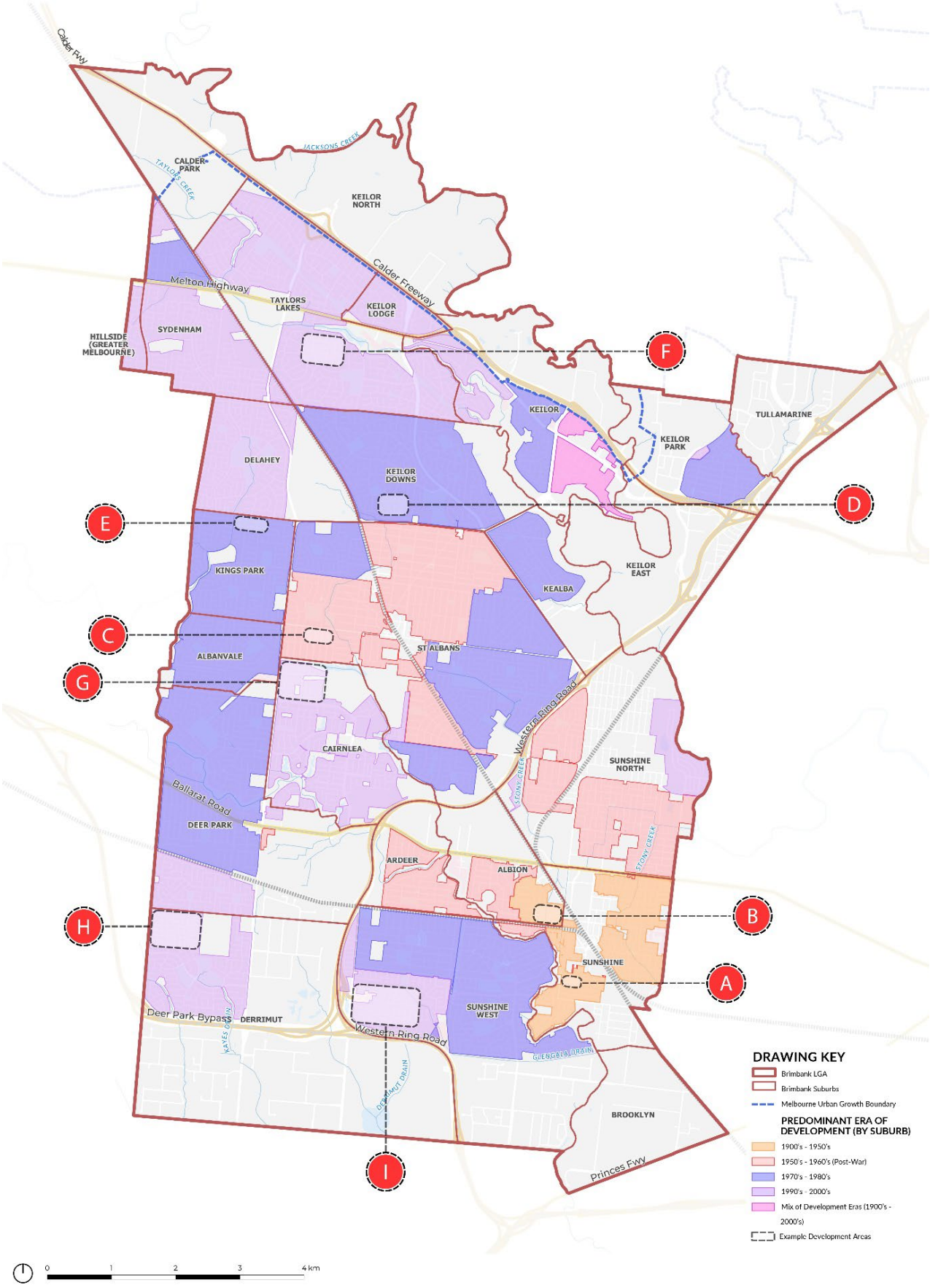


Patterns of redevelopment

In Brimbank, areas originally developed between the 1900s and 1960s have begun to experience redevelopment (i.e., new dwellings that replace older existing dwellings), generally in the form of multi-unit developments or low scale apartments. At the same time, areas of Brimbank more recently developed (1970s–2000s) are experiencing infill development (i.e., new dwellings built on vacant lots within mostly developed areas).

Figure 48 and its associated callouts show examples of patterns of development and redevelopment (where applicable) for each of the eras.

Figure 48: Examples from different eras of development



1900s to 1950s



Sunshine

- Grid street network
- Mostly small sized lots with small houses characteristic of original housing stock
- Moderate to generous setbacks – moderate to generous front and back yards
- Limited contemporary redevelopment



Albion

- Grid street network with wide streets
- Mix of moderate and large original lots with detached housing and small lots with contemporary multi-unit development

1950s to 1960s (Post-war)



St Albans

- Grid street network with wide streets
- Mix of moderate and large original lots with detached housing and small lots with contemporary multi-unit development

1970s to 1980s



Keilor Downs

- Curved street network with cul-de-sacs
- Moderate front setbacks
- Large houses on mostly moderate sized lots – greater site coverage than previous eras
- Limited medium density development



Kings Park

- Mix of grid and curved street networks with cul-de-sacs
- Large houses on mostly moderate sized lots – medium to high level of site coverage
- Limited medium density development

1990s to 2000s



Taylors Lakes

- Curvilinear street network
- Large houses on mostly moderate sized lots – high level of site coverage
- Backyard swimming pools are common
- Integrated network of public open space



Cairnlea

- Curvilinear street network
- Large houses on small to moderate lots – medium to high level of site coverage
- Scattered duplexes and multi-unit developments
- Integrated network of public open space
- Limited medium density infill development (some townhouses in the bottom lefthand corner)



Derrimut

- Curvilinear street network
- Large houses on small to moderate sized lots – high level of site coverage
- Integrated network of public open space



Sunshine West

- Curvilinear street network
- Minimal to moderate setbacks – high level of site coverage
- Sizeable areas of infill medium density development in the form of townhouses and low scale apartments
- Integrated network of public open space

Landscape Interfaces

Some of Brimbank's residential areas interface with creek lines, undulating topography and significant grasslands (which are often affected by ESOs or SLOs). In other areas, utility corridors such as powerline easements and drainage corridors interface with residential areas. These features shape residential subdivision patterns, connectivity to adjoining areas and have a broader influence on the character of an area.

Building forms and siting in the north and north-east within Keilor, and more recently Sunshine North, are influenced by undulating topography and adjoining creek lines. Clause 12.03-1L[88] (in the PPF) directs development in these areas to be set back along escarpments and ridgelines to accommodate landscaping that minimises the visual impact of development. Clause 12.03-1L also requires development design to respond to the natural topography of the land, minimising cut and fill and discouraging the construction of large extents of impervious areas.

Despite this, some developments in Keilor and Sunshine North utilise cut and fill, and design responses often appear to take advantage of view lines rather than being 'tucked' into the topography.

Some ESOs and SLOs along river and creek corridors incorporate built form objectives and guidelines seeking to protect views, avoid visually intrusive buildings and works, and achieve particular landscape outcomes. However, these overlays have limited scope to directly influence the development on adjoining residential areas as they apply only to the public land, not the residential land.

DDOs are the primary tool for guiding the built form, along these interfaces, however, the current DDOs comprise less detail and direction that the ESO/SLO.

This Project will need to consider whether there is a need for strengthened built form or landscape controls at the interfaces to these sensitive and significant corridors, and in particular, whether there is a need to review the DDOs.

Fifteen percent of Brimbank comprises local parks and reserves which provide greening amenity, access to open space for residents and influence neighbourhood character. In areas adjoining large open space and natural settings such as Keilor and Taylors Lakes, landscaping often connects across the private and public realm including onto the nature strip and contributes to the landscape setting.

Other residential areas which abut small scale open spaces and creek lines often use rear fences to separate residential areas from adjoining open space. Examples of this occur in Albanvale, Delahey, Kings Park and Deer Park.

Residential interfaces to utility corridors vary. In Hillside, drainage corridors provide opportunities for additional canopy coverage and informal pedestrian connections. In Taylors Lakes and Sunshine West, residential development often provides rear fence interfaces with powerline easements which limits connectivity.

[88] Clause 21.05 in the current old format LPPF.

Figure 49: Landscape setting in Keilor (left) and a rear fence interface to a park in Albanvale (right)





5.4 Contributors and Threats to Neighbourhood Character

A summary of site inspection observations is included in the Neighbourhood Character Suburb Profiles (the Suburb Profiles) in Appendix 7.13.

The following features have emerged as the dominant contributors or threats to neighbourhood character in Brimbank. Contributors and threats are used, along with the Suburb Profiles, to inform the emerging neighbourhood character precincts outlined in this Background Report and will be used to inform preferred character statements in the Draft Neighbourhood Character Strategy.

DEFINITIONS

Contributors: Features that comprise or add to neighbourhood character.

Threats: Features that have the potential to impact on or erode neighbourhood character.

Contributors

Vegetation and Landscaping

The cumulative effect of vegetation and landscaping contribute to neighbourhood character in Brimbank, specifically:

- Landscaping of the public realm including open space, pocket parks and linear reserves.
- Retention of remnant native vegetation in open grasslands and bush land reserves.
- Landscaping of individual private gardens.
- Establishment of street trees and canopy trees in both the public and private realm.

Public ream landscaping is a mixture of informally and formally planted native and non-native vegetation in open space reserves, nature strips, central medians and as part of streetscape improvement works. Where private realm landscaping contributes to character, it is predominately in the form of moderate scale, formal gardens. Species selection is varied, and often reflects the era of development or the preferences of individual landowners. Exotic Palms and Cyprus trees are a regular feature in private gardens. These are particularly evident in Keilor Downs, Hillside and Sydenham. In other areas a mixture of native species, fruit trees and olive trees line streets and contribute to overall canopy coverage and local character. Olive and fruit street trees are typical in Keilor Park and St Albans.

There is not one dominant landscape style across the municipality. Areas in the north, such as Keilor and Keilor Lodge, typically exhibit greater scale, volume and variation in species planting. Areas in the west, such as Delahey and Kings Park frequently exhibit lower-scale planting and greater expanses of lawn.

As noted in the Residential Zones assessment above, enhancement of landscaping on private lots, and particularly in the front setback, has been a key focus of the zones to date.

Suburbs where landscaping and vegetation typically contributes to neighbourhood character include Keilor, Keilor Lodge, Keilor Downs Taylors Lakes, Hillside and St Albans.

Figure 50: Landscape setting in Keilor Lodge (left) and exotic and Cyprus trees in Keilor Downs (right)





Consistency of Siting, Setbacks and Site Coverage

The scale and siting of dwellings influences the character of a streetscape. Consistency and uniformity are created by dwellings which conform to similar building envelopes and address to the street. New developments which respect the existing siting and setbacks of the street continue to contribute to the streetscape even when material selection or form differ.

The siting and setbacks of dwellings varies significantly throughout Brimbank.

Uniform siting and setbacks are a particular feature of 1970–1980's style development in Sunshine West, Keilor Downs, Keilor Park, Kealba, Kings Park, Albanvale and parts of Deer Park, St Albans and Keilor. These areas generally exhibit moderate front setbacks and vehicle parking within a side setback. The alternate side setback (on the other side of the house) in this instance is typically smaller, but still retains separation to the adjoining dwelling.

An increase in site coverage is typical of contemporary development in Keilor Lodge, Kealba, Keilor and Derrimut. Dwellings in the north typically have uniform, moderate front setbacks which provide opportunity for landscaping. Minimal to moderate front setbacks are more typical in the south where an increase in site coverage results in large areas of impermeable surfaces and reduces canopy coverage.

Figure 51: Moderate uniform front setbacks in Kings Park (left) and reduced front setbacks in Derrimut (right)





Consistency of Building Heights

Brimbank's traditional housing stock is predominantly single and double storey. The consistency of these heights can contribute to the character of an area. This is particularly evident in Ardeer, Albanvale, Kings Park, Deer Park and Delahey where consistent single storey building heights contribute to a low scale setting and creates sightlines to canopy trees.

In other areas infill development typically constitutes 2-3 storey building heights. The consistency of double or greater building heights in these locations contributes to the evolving character of an area. This is evident in St Albans, Sunshine and Sunshine North. This is also particularly evident in areas abutting activity centres in Cairnlea, St Albans and Sunshine where new development often achieves three storey or greater building heights.

Figure 52 Taller building heights in St Albans (left) and consistent single storey building heights in Delahey (right)





Consistent, Complementary Colours and Materials

Consistent colours and materials can contribute to the cohesiveness of an area.

Brick is a common material used throughout Brimbank. Colours are typically brown and/or orange tones. Brick materials typically require less upkeep than timber materials and contribute to the sense of a well-maintained streetscape or area. Dwellings adjoining waterways and ridgelines which feature muted tones and natural details visually integrate dwellings into the broader natural environment. This is evident in Keilor along Riverside Avenue as an example.

In other areas, contemporary development varies colour and material palettes from existing development, but respects other character features, and as a result, complements rather than conflicts with the streetscape. This is particularly evident in Cairnlea and Derrimut where colours and material diversity create visual interest and streetscape variation.

Suburbs where colours and materials contribute to character include Keilor, Hillside, Derrimut, Cairnlea, Albion, Ardeer, Sunshine and Sunshine West.

Figure 53: Consistency of brick colours in Ardeer (left) and diversity of colours and materials in Cairnlea (right)





Low to Moderate Height Front Fencing

Consistent low to moderate height front fencing contribute to the character and spaciousness of some streetscapes. Many residential areas within Brimbank have no front fences or low scale fences which allow views to and from the streetscape. These fencing styles create a sense of openness in the streetscape. In areas with no front fencing, vegetation is often used to delineate between the public and private realms. This is commonly seen in the northern suburbs.

Low front fences or planted vegetation border treatments contribute to an open frontage whilst maintaining a level of separation and definition between the public and private realm. Planted vegetation border treatments are typically observed in the north. Picket and pool style fencing treatments are more dominant in the south.

Low to moderate height permeable 'picket' fencing styles often features as part of heritage dwellings in Sunshine and Albion and contribute to the heritage character. 1970's–1980's development often incorporates low permeable brick fencing which matches the dwelling style.

Suburbs where low to moderate scale fencing and hedging contributes to character include Hillside, Keilor Lodge, Taylors Lakes, Sunshine, Cairnlea and Albion.

Figure 54: Low scale picket fencing in Sunshine (left) and hedging fencing treatment in Taylors Lakes (right)





Integrated Infill Development

Infill development and renewal of traditional housing stock plays a major part in the level of change occurring across Brimbank. Infill development typically occurs on vacant or underutilised sites. In Brimbank infill development is increasingly occurring to the rear of traditional housing stock, as part of dual occupancy development.

In some areas, infill development has had regard to or is integrated with the existing character features of a street or area. There are some infill developments that have sympathetic visual bulk, maintain the pattern of existing setbacks, and retain similar building styles, roof styles and material palettes to adjoining traditional housing character.

Examples of integrated infill development are located in Ardeer, Sunshine West, Keilor Park and Taylors Lakes.

Figure 55: Infill development that respects existing front setbacks in Ardeer (left) and Keilor Park (right)





Connections to Open Space

Ridgelines, creek lines, open space and areas of landscape value have a significant relationship with residential areas across Brimbank. These areas contribute to the overall look and feel of a neighbourhood, whilst also contributing to a unique sense of place.

Residential connections to adjacent open space and undulating topography allow for view lines and connections to native vegetation and landscape values. This often contributes to a sense of spaciousness and/or connection to the broader natural environment.

Examples of areas connected to open space and landscape values include Keilor, Kealba, Sunshine North, Cairnlea, Derrimut and Albion.

Figure 56: City views from Kealba (left) and residential frontage to open space in Cairnlea (right)





Street layout

Brimbank is characterised by a mixture of grid base and curvilinear street networks which vary from suburb to suburb. Street networks contribute to neighbourhoods in terms of legibility, connectivity and walkability.

Wide streets which are paired with moderate dwelling front setbacks and moderate scale landscaping contribute to a spacious street setting feel. In other cases, narrow streets which are paired with moderate front setbacks and off-street car parking contribute to a sense of enclosure. Cycle and pedestrian connections increase connectivity to key neighbourhood assets. Road paving such as red brick entry treatments contribute to identity and legibility.

Suburbs where street layout contributes to neighbourhood character include Hillside, Keilor, Keilor Lodge and Albion.

Figure 57: Red brick entry treatment in Keilor Lodge (left) and narrow roads with off-street car parking in Hillside (right)





Threats

Excessive bulk or height

The height and bulk of new development varies between and within neighbourhoods. At times, this height and bulk can conflict with existing character. Policy supporting housing growth in locations adjoining activity centres and public transport hubs has at times resulted built form bulk or height that is substantially greater than the existing housing stock. This is evident in St Albans and Sunshine, where change is expected, and as such the character of the area is expected to change over time.

In other locations where less substantial change is expected, infill and major development can be a threat to character. There are several infill developments that are visually bulky and incorporate reduced setbacks and greater site coverage than the buildings surrounding them. Examples include Talmage Street Albion, McCann Drive Albanvale and Old Calder Highway Keilor. These developments often do not provide canopy trees and limit the space for private gardens and deep soil planting.

Figure 58: Infill development in Sunshine West (left) and infill development in Keilor Park (right)





Inadequate landscaping

Inadequate landscaping of new development, or loss of existing vegetation in both private gardens and the public realm, is a threat to the established landscape character of many areas. Landscape character within Brimbank is created by a combination of street tree provision, established canopy coverage within lots and open space, and moderate private realm landscaping. New development can impact landscape character by providing inadequate space for landscaping and canopy trees. Increased site coverage reduces the opportunities for deep soil planting.

A loss of established vegetation and landscaping can also threaten the natural character and spacious green setting of a neighbourhood.[89] Removal of vegetation and landscaping in Keilor, Keilor Lodge and Taylors Lakes would threaten the natural landscape character of these areas. The development of contemporary townhouses and infill development in these areas often provides smaller garden areas and lower scale landscaping than what is typically achieved as part of nearby or adjoining traditional housing stock.

In some areas such as St Albans and Keilor Downs, fruit and olive trees are often used in front gardens and as street trees, which establishes a specific landscape character. The existing landscape character could be threatened by new development if the existing theme of planting is not considered or if street trees are removed for additional crossovers.

In other areas, new development often does not achieve the provision of a canopy tree even when space is provided (and often despite permit conditions requiring a tree). In these instances, lawn, gravel, artificial turf, or mulching is often provided in lieu of a canopy tree. This may be due to conflicts with underground services, or for a range of other reasons. Without the provision of a canopy tree as part of new development, the existing landscape character of the suburb could be further threatened.

Localities where vegetation removal or inadequate private realm landscaping could impact character include Keilor, Hillside, Keilor Lodge, Deer Park, Sunshine North, and St Albans.

Figure 59: New development in St Albans (left) and Keilor (right) with a reduced amount of landscaping compared to the landscape or garden setting of the suburb





Poorly Integrated Retirement Villages, Aged Care Facilities or Mixed Use Development

There is increasing pressure within and adjoining residential areas for mixed use development. The pressure is greatest in the northern suburbs and where vacant sites surround existing mixed use precincts. This type of mixed use development typically includes retirement villages, aged care facilities and child care centres. It also includes expanded shopping centres or employment land uses in key locations.

An increase in mixed use development within and adjoining residential areas can be a positive for the neighbourhood, but if poorly designed or integrated, may threaten the cohesiveness of existing neighbourhood character.

In some areas, mixed use development and larger scale infill development is already disrupting the existing streetscape and character of the area. In some areas mixed use and infill development introduces fencing and material variation to a streetscape. In other areas it removes existing vegetation and creates large expanses of car parking. Increases to the scale of building heights and massing adjoining employment and health land uses also impacts view lines, results in visual bulk or extends expanses of blank walls.

[89] While this often implies (and does encompass) trees, it is also noted that grassland is the natural state of the land in many areas of Brimbank.

Residential aged care facilities are common in the northern parts of Brimbank. They are typically gated and have higher, less permeable fencing than surrounding buildings. This also limits address to and passive surveillance of the street. If maximum allowable building heights under Clause 53.17 are reached the existing character of an area may then be impacted by aged care facilities that seek heights greater than those that exist or are permissible under the existing residential zone. Aged care facilities may further impact the rhythm of the street, view lines and the landscape quality of an area, threatening the existing character.

Localities where pressure for further mixed use development , retirement or aged care facilities are anticipated to impact character include Sunshine, Sunshine North, Albion, Taylors Lakes, Deer Park, Keilor Downs and St Albans.

Figure 60: Gated retirement village interface with the residential area in Ardeer



High Fencing

Typically, residential areas are characterised by no or low front fencing or the use of hedging as a boundary treatment. The introduction of more dominant fencing styles that disrupt views to front gardens and the street is a threat to existing character.

High front fences with reduced permeability are prevalent along major roads or high traffic areas or adjoining mixed use precincts. High fences appear to be employed as a method of noise reduction and/or privacy. These outcomes are often appropriate along key roads such as Old Calder Highway but threaten existing character when provided on more local road networks, including long runs of side fencing along local streets. These outcomes enclose the street and impact the relationship between the private and public realm.

High Colourbond fencing is frequently observed in replacement of low, more preamble fencing in St Albans. This threatens the predominate low to moderate scale permeable fencing character of the area and reduces sight lines to and from the public realm.

In many suburbs, such as Ardeer, Albion and Keilor Downs low to moderate fencing is a character feature. These fences are typically permeable, and the low scale allows for continued views to gardens and a connection between private and public realm. The introduction of high front fences would disrupt the rhythm of the street and dilute the existing fencing character of the area.

Suburbs where an increase in high scale fencing could impact character include Keilor Downs, Keilor, St Albans, Ardeer, Albion and Derrimut where low fencing predominates.

Figure 61: Dominant fencing in Taylors Lakes (left) and Keilor Park (right)





Dominant Vehicle Access and Parking

The siting and design of vehicle access and parking varies across Brimbank and impacts streetscape character and landscaping. The use of front setbacks and nature strips for additional vehicle parking is common. Gravel or other hard surfaces are used in addition to driveways, which results in a loss of landscaping.

Residential dwellings typically feature a carport and/or garage structure. Carports are typically located in line with the dwelling façade or located within the side setback. Carports tend to occupy the full width extent of the side setback. Garages are typically integrated as part of the dwelling or dwelling façade, are built to the boundary and often occupy a large portion of the dwelling frontage. Dominant double garages erode the streetscape character as they reduce opportunities for passive surveillance and increase expanses of blank single colours/materials.

These are typical in contemporary development within Cairnlea and Derrimut. In other locations such as Keilor Lodge, Taylors Lakes and Kealba, larger lot widths allow for double garages to be screened by landscaping or setback from the dwelling frontage. This reduces their dominant presence to the street and is lesser threat to character.

Suburbs where dominant vehicle access and parking influence character include St Albans, Albanvale, Albion, Ardeer, Sunshine, Sunshine West, Sunshine North, Keilor, Keilor Lodge, Taylors Lakes.

Figure 62: Dominant vehicle parking in Kings Park (left) and dominant double garages in Sunshine West (right)





Change in Materiality or Style

The consistency and uniformity of colours and materials influence neighbourhood character. Most of the older dwellings across Brimbank are constructed using brick materials in brown, orange and cream tones and weatherboard material in soft muted tones.

Contemporary development introduces new materials and colour palettes, some of which stand out from their surrounds. This includes the introduction of render, concrete, metal and other modern materials in white and grey tones. An example of this is contemporary development in Albanvale which introduces rendered concrete and metal materials. Contemporary development can also feature dominate colour schemes, contrasting with traditional housing stock and exaggerating its presence within the streetscape.

Dwellings in proximity to natural environments often feature muted tones with natural materials. This integrates the dwelling with the surrounding environment and contributes to a landscape setting. Contemporary development which introduces more dominant colours or reflective materials threaten the landscaping character of these areas.

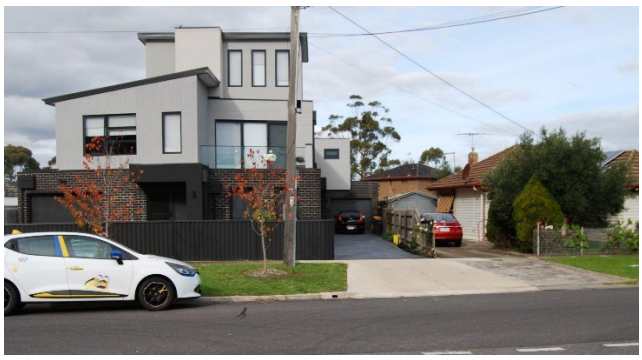
Suburbs where changes in materiality or colours could impact character include Albion, Ardeer, St Albans, Sunshine North, Albanvale, Kings Park, Delahey.

There is a level of consistency in the provision of eaves as part of the building form across Brimbank. In most suburbs development typically consists of pitched roofs with eaves or other design details which protects the dwelling from sun and moisture and articulates the façade. While many contemporary architectural styles (such as flat roof designs) do not include eaves as part of their vernacular (Figure 63, left image), other styles incorporate minimal eaves (Figure 63, right image) that are of limited practical value (i.e., for shading) and clash with existing traditional architectural styles.

Suburbs where the reduction in eaves as part of the building design could impact character include Cairnlea, St Albans, Deer Park, Sunshine, Sunshine North and Sydenham.

Figure 63: Introduction of new materials and colours in Albion (left) and new contemporary development in St Albans with minimal eaves (right)





Limited Connectivity or Accessibility

In some areas of Brimbank there is limited pedestrian or vehicle connectivity or accessibility or visual connectivity between suburbs or key nodes because of high fences or noise barriers. Limited connectivity or accessibility is a notable feature of some suburbs which erodes the overall look and feel of a neighbourhood.

Rail noise barriers in Sunshine West, Ardeer and Albion are a dominant feature of the street. In some instances, rail barriers visually separate residential areas which have similar character features.

In other areas dead-end streets or busy roads limit access and connection through the suburb and to adjoining areas. Dead-end streets in Kings Park and Keilor Downs separates residential development from adjoining areas with similar character features. The Western Ring Road separate areas with similar character features in St Albans and Sunshine West.

Figure 64: Residential areas in Sunshine West with an interface to the rail noise barrier



5.5 Emerging Character Types and Precincts

Neighbourhood character precincts are areas of a similar character type—meaning, they have similar contributory features. Their role is to clearly identify what makes one area distinct from another. Identifying the comparative **differences** between areas determines the precinct boundaries. Once neighbourhood character precincts have been defined, they can be used to craft neighbourhood character statements in the Neighbourhood Character Strategy (see call out box).

Character precincts are used as the basis for drafting neighbourhood character policy and should align with areas identified for minimal, incremental or substantial housing change (to be defined by the Housing Strategy, with input from the Neighbourhood Character Strategy).

While most neighbourhoods exhibit diversity from street to street, and at times, house to house, broad character types can be defined. The methodology of the 2019 Draft Neighbourhood Character Study adopted an alternative approach to defining precincts than used in this Project (based smaller, discrete neighbourhood areas within the same zone). The peer review of the Draft Neighbourhood Character Study 2019 noted several of the 39 precincts defined at that time comprised similar attributes, presenting opportunities for consolidation of precincts and character types. As such, this Project took a different approach, using suburbs as the unit of analysis (which vary in scale and can comprise numerous neighbourhoods and multiple zone types), and then identified character types based on this analysis. This different methodology (which was supported by peer review), has resulted in slightly different findings between the 2019 and current analysis.

Other recently prepared Neighbourhood Character Strategies[90] tend to define six or seven different character types, with defining characteristics relating to landscape setting, housing forms, subdivision patterns and era of development.

To define character types in Brimbank, this Project has considered the findings in the Suburb Profiles to identify similarities, and importantly, comparative differences between areas. In many cases, era of development has been the most important factor – differences in era of development exerts a strong influence on the pattern of subdivision, the form of housing and how it is sited on the lot, and the landscaping context of the street and private areas.

DEFINITIONS

Neighbourhood character statements identify features that establish the existing character of an area and articulate preferred future character. They can be informed by several factors, including identified character features, special characteristics of an area and the views of the local community. Character statements can seek to shift areas toward a preferred character or design or protect areas where the preferred character already exists.

In describing the existing character, they strive to capture what most strongly contributes to an area's sense of place and differentiates it from other areas. In doing so, they enable comparisons to be made with immediate surroundings, other parts of the municipality and the wider region, as needed. In articulating preferred future character, they outline the vision for incremental or substantial change.

[90] Hobsons Bay Neighbourhood Character Study, 2019, Nillumbik Draft Neighbourhood Character Strategy, 2022, Glen Eira Neighbourhood Character Assessment and Future Character Framework, 2021

This Background Report has defined six broad emerging character types that will be used as draft inputs into the Neighbourhood Character Strategy. These character types do not seek to define change or development expectations yet (that will be undertaken as part of preparation of the RDF), but rather, reflect observations and analysis undertaken as part of this Project.

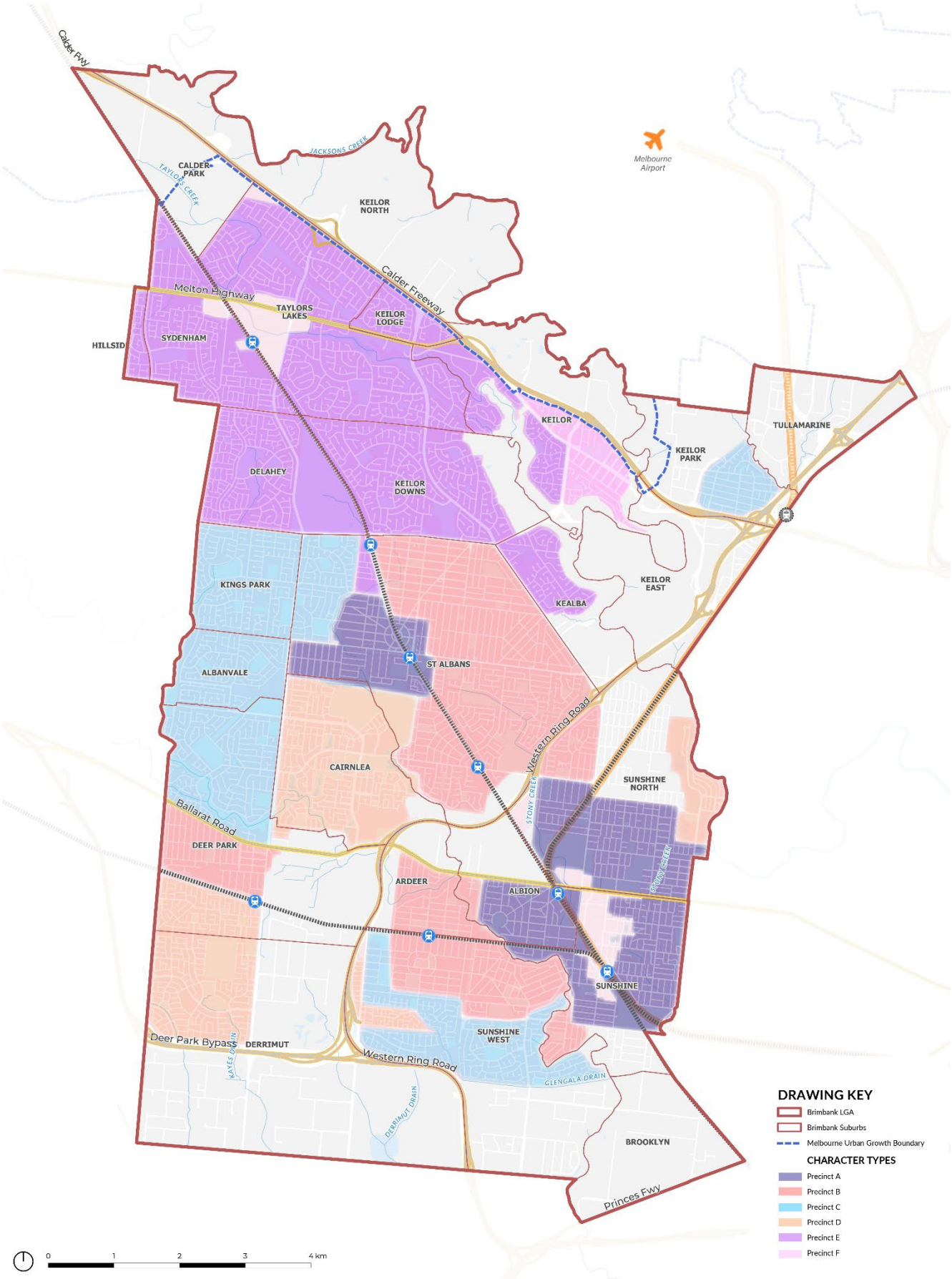
Applying the Character Types spatially to Brimbank's neighbourhoods has required judgments to be made about the comparative differences of certain areas. While suburbs were used as the initial 'unit' for assessment of character, they were not the primary factor used to define Character Precincts. For example, Precinct F includes entire, generally contiguous suburbs grouped together in a Character Precinct as these areas were relatively similar in their contributory features. Precinct A, by contrast, comprises only parts of suburbs (Sunshine and St Albans). While spatially unconnected, these areas, located around the train stations, exhibit a distinct subdivision pattern and housing style that is comparatively different from the surrounding areas, despite being within the same suburb.

It is expected that the emerging character types and precinct boundaries will evolve during preparation of the Neighbourhood Character Strategy and the RDF.

Table 11: Emerging Brimbank neighbourhood character types

Character Type	Suburbs	Contributory Features
Precinct A	Sunshine (part) Sunshine North (part) Albion St Albans (Surrounding town centre)	Characterised by varied traditional low-scale housing typologies in mixed brick and weatherboard materials that date back to the original industrial worker estates. Contemporary infill development generally double storey with some 2-3 storey developments emerging. Generally consistent moderate front setbacks provide space for moderate front garden landscaping and canopy trees within the private realm. Fencing is typically low to medium in height, permeable and in brick or timber material. The street network is wide, some tree lined, and in a non-conventional grid style. Heritage dwellings are common and infill development is occurring.
Precinct B	St Albans (east of train line) Deer Park (north of train line/south of Ballarat road) Ardeer Sunshine West (south of rail line) Sunshine North (north of Furlong Road)	Characterised by diverse building styles which are reflective of renovation or redevelopment of traditional housing stock. There is a mix of single and double storey building heights which are typically on moderate lots sizes. Moderate front setbacks provide space for moderate landscaping. Varied consistency in streetscape planting and landscaping, often comprising deciduous trees and olive trees. Fencing is typically low, in brick material. The street network is wide and grid-based providing pedestrian paths on both sides.
Precinct C	Keilor Park Kings Park Albanvale Deer Park (north of Ballarat road) St Albans (north of Main Road W and west of Jamieson Street) Sunshine West (west and southern areas)	Characterised by single storey, detached dwellings in brown, orange and cream brick. Front setbacks are moderate and contain moderate landscaping typically behind medium height permeable front fences. The street network is narrow and curvilinear with footpaths on both sides of the street, with varied streetscape planting - some well planted with established street trees, others with sparse planting, particularly where streetscapes fragmented by driveways. There are limited instances of infill development on local streets.
Precinct D	Sunshine West (western area) Derrimut Deer Park (south of train line) Cairnlea Sunshine North (River Valley Estate)	The contemporary master planned nature of development results in generous public realm landscaping and positive residential interfaces to open space. There is limited to no front fences and minimal front garden landscaping. Featuring detached dwellings with frequent pockets of townhouse and unit development. Building styles, colours and materials are varied and often include integrated garages and dominant driveways.
Precinct E	Taylors Lakes Sydenham Keilor Lodge Keilor Downs Kealba Hillside Delahey St Albans (north of Margrave street) Keilor (west of Green Gully Road)	Featuring brick dwellings in varied colours, with articulated front facades and large windows. Front landscaping is moderate-generous in scale and often contains mixed species planting and canopy trees. Front fencing is limited. There is a mix of single and double storey building heights. The street network is wide and curvilinear with dead-end streets, and established canopy tree planting of varied species in many streets. Contemporary townhouse development of 2-3 storey is emerging closer to activity centres.
Precinct F	Keilor (adjoining Old Calder Highway)	Defined by its green and spacious landscape setting. Dwellings are situated on larger lots with generous landscaping including expanses of lawn, mixed species selection and large canopy trees. Dwellings have articulated facades with large windows. Garages and driveways are dominant features of the front setback.

Figure 65: Emerging Brimbank neighbourhood character precincts



5.6 Areas of Significance

Areas that display a special or intact character that set them apart from other areas may be considered comparatively **significant**. These areas *may* be suitable as minimal change areas (depending on a range of other factors to be balanced in the RDF).

There are several small pockets or streets that display unique or special character features and may warrant additional planning protection. These areas have been identified as having one or more special neighbourhood, heritage, environmental or landscape character features. Any future Neighbourhood Character Strategy should consider whether there is merit to protect this character via additional planning controls such as the NCO.[91] These areas are outlined in the table below.

Table 12: Areas of significance

Area	Unique / Special Character Features	Description
Sunshine West Kosky Street, Killara Street and Glengala Road	**Neighbourhood Character Features** Dwelling setbacks, fencing styles and material palette. Predominantly single storey roof form.	Characterised by moderate front setbacks and moderate well maintained landscaping dwellings along Kosky Street, Killara Street and Glengala Road—depict an area of intact neighbourhood character. Dwellings are of similar 1980s era and style development consisting of orange and cream brick materials and hip style roofs in terracotta and brown tile. Fencing styles are low scale in orange brick materials. Dwellings are setback from the street in a uniform style. Carports are located along the side setback behind the dwelling façade. Street trees are generally uniform – olive tree species.

Representative Images

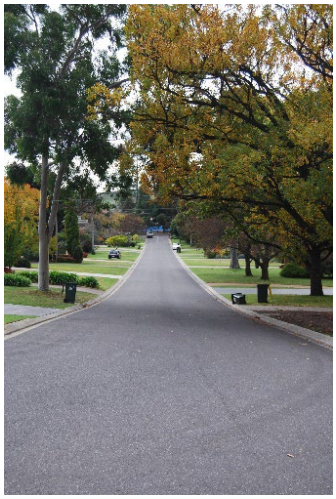




[91] Note the NCO cannot apply to areas subject to the HO (for example, heritage areas in Albion).

Area	Unique / Special Character Features	Description
Keilor Hislop Street and Eagling Street	**Landscape Character Features** Dwelling setbacks, front garden landscaping and canopy trees.	Characterised by generous front landscaping which expands to the street edge, established canopy trees and wide streets. Dwellings are low height, substantially set back from the street and screened via front garden landscaping. Gardens are well maintained and include a variety of established native and non-native species. The slope of the land tucks the streets under canopy coverage, screening views to adjoining houses on the hilltop.

Representative Images





Albion HO area	Neighbourhood Character Features and Heritage Character Features	Description
Predominately east of Adelaide Street and north of King Edward Avenue.	Characterised by a combination of heritage dwellings with moderate to generous setbacks from the street and dwellings that are not affected by the HO.	Dwellings are typically weatherboard with gable roof styles and chimneys on outside walls. Dwelling styles are diverse with large front windows and a variety of façade embellishments, including bay windows, shingles and wide eaves. Front fencing is typically timber picket or farmhouse wire styles which are moderate in height and permeable. Front landscaping is low–moderate but is not impacted by vehicle parking. Established trees in the private and public realm contribute to a garden setting. The subdivision pattern is unique and reflective of a specific era of urban planning.

Representative Images of HO area





Albion outside HO area	Neighbourhood Character Features	Description
Predominately west of Perth Avenue	Characterised by streets of uniquely intact brick or weatherboard homes	In some streets (such as Norwood Street), dwellings are typically weatherboard with hipped roofs and low timber or metal fencing. In other streets, such as Cullen and Gail Courts, dwellings are typically Modern-style orange brick homes (some with brown brick decorative features). Homes are often double or triple fronted, with low pitched hipped rooves. Front fencing is typically low brick fencing with metal detailing or absent entirely.

Representative Images Outside of HO Area[92]





Area	Unique / Special Character Features	Description
Keilor Petrik Drive	**Neighbourhood Character Features** Characterised by canopy trees within front and rear landscaping and established trees within some front gardens. The street is wide with footpaths on both sides.	The streetscape displays a consistency of spacing and siting of dwellings, and dwellings have well-maintained landscaping and front gardens, often with one or more established canopy trees. The majority of dwellings along the street have an absence of front fencing, contributing to an open setting. Original dwellings are of the 1990s–2000s development era and display similar architecture. While there is a greater degree of upgrades to existing housing stock (resulting in new housing of a similar look and size) than other areas of special character identified in this Report, Petrik Drive exhibits a degree of consistency that contributes to a distinct sense of place. This warrants further investigation through the Neighbourhood Character Strategy.

Representative Images





[92] Righthand image sourced from Google Maps, August 2019.

5.7 Summary of Findings

- **State policy direction:** State Policy and direction (Clause 15.01-5S and PPN90) require Council, through Neighbourhood Character and Housing Strategies, to provide clarity and certainty when balancing growth directions with preferred neighbourhood character objectives. At present, this certainty is lacking, as evidenced by the mixed VCAT decision making on this issue. Addressing this matter in a considered way is a key purpose of this Project.

- **Brimbank City Council's current approach to neighbourhood character:** While existing planning policy establishes an aspiration for high quality development that protects and/or respects neighbourhood character, there is limited guidance on what preferred neighbourhood character means, particularly where character is expected to change because of growth. This has resulted in:

    - Mixed messages regarding how substantial change and housing growth should be delivered in the RGZ, possibly undermining *Home and Housed* objectives which seek greater density and diversity of housing types in these areas.
    - Confusion on how incremental change can be achieved in a manner that respects neighbourhood character. As a result, relatively similar types of multi-unit development are occurring across the municipality, regardless of zone.

  This Project will enable Council to provide greater design guidance in the RGZ to support well-designed medium to high density development in preferred locations, and to establish neighbourhood character objectives to facilitate respectful infill development in the surrounding neighbourhoods.

- **Prevailing heights:** Single and double storey heights predominate across most of Brimbank's neighbourhoods, with three storey and above occurring only on occasion, and generally within or close to activity centres. The zone reforms, which place emphasis on heights and allow up to three storeys in the GRZ, does not appear to be threatening neighbourhood character yet. However, this Project will need to carefully consider the impact of the height provisions on character when defining the RDF.

- **Landscaping, good design and sustainability:** Quality landscaping, good design and measures (such as eaves) to improve sustainability make an important contribution to Brimbank's character as well as overall climate resilience objectives. However, current policy is achieving mixed results. Opportunities have been noted to the strengthen guidance regarding expectations in these areas as part of this Project. Facilitating enhanced landscaping in areas targeted for increased densities will be particularly challenging matter to balance in this Project.

- **Brimbank's character contributors:** Character across Brimbank varies, however, there are an identified set of features that are common to many areas. These include landscaping, siting and scale of buildings, materials, fencing, connectivity and street layout. Not all neighbourhoods exhibit these contributing features, but where they are present and/or where there are consistencies across areas, they contribute to formation of an emerging Character Type. This Character Type will be used to inform Neighbourhood Character or Design Objectives in future residential zone schedules.

- **Neighbourhood character threats:** Infill development of incompatible form and style (including heights, bulk, architectural style, materiality and fencing), inadequate landscaping, dominant vehicle access and parking, and poorly integrated mixed-use development, can at times threaten neighbourhood character. The extent to which any or all of these are a threat depends on the area, and in some instances, the extent of change expected in that area. As the Housing Strategy defines change expectations, this Project will then need to outline targeted policy to facilitate better design outcomes.

- **Areas of Significance:** There are areas in Sunshine West, Keilor and Albion that display a consistent neighbourhood character, or special/ unique characteristics that may warrant additional protection. This will be a key area of investigation for the Neighbourhood Character Strategy.

6. CONCLUSION, EMERGING THEMES AND NEXT STEPS

6.1 Housing

Needs, Opportunities and Constraints

Brimbank's population is growing, ageing, becoming more diverse, and is, increasingly, experiencing housing stress. While there is ample capacity within Brimbank's neighbourhoods to accommodate growth, the type of housing development that is occurring is not meeting the needs of Brimbank's diverse community.

Development in RGZ areas is not achieving the high quality and high-density development anticipated by the substantial change zone, and, despite relatively distinct variations to zones and schedules, most growth is occurring in the form of similar-style infill development in the GRZ and NRZ.

This Project has an opportunity to leverage extensive public sector investment and changes in State policy direction to reshape housing in Brimbank and to make it more accessible, affordable and sustainable.

Opportunities for housing growth are concentrated around activity centres, public transport, high quality open space and community facilities, and where existing neighbourhoods are walkable and have access to high quality cycling and pedestrian infrastructure.

Constraints on housing growth include industrial land, where care needs to be taken to minimise conflicts between incompatible land uses, areas affected by the MAEO and HO, and areas of 'special' neighbourhood character.

Sunshine/Albion, St Albans and, to a lesser extent, Sydenham (around Watergardens) are key opportunities for growth, however, the impact of various constraints will need to be carefully considered and balanced.

With this Project, Brimbank City Council aims to provide more clarity and certainty about its future growth and desired development outcomes.

Emerging themes

In this context, the following themes and Project aims are emerging:

- **Growth** - Providing the right amount of housing at the appropriate location, typology, and scale to enhance liveability and affordability within Brimbank.
- **Diversity** – Facilitating different forms of housing to meet the diverse and changing needs of the community, including housing that offers greater choice, equity, adaptability, and affordability.
- **Amenity** - Minimising land use conflict between existing non-residential uses and areas identified for housing growth.
- **Sustainability** - Ensuring housing is sustainably designed, is located to minimise car dependence, and contributes to the climate resilience of Brimbank's community.

6.2 Neighbourhood Character

Brimbank's neighbourhood character was traditionally shaped by the housing and subdivision styles typical of the era of development. As the municipality has grown and developed, planning policy (or its absence) has exerted an increasing influence over neighbourhood character.

At present, Brimbank's character is predominantly characterised by single to double storey detached or semi-detached homes, with higher development to three storeys generally only being achieved in the RGZ, despite the

permissible height provisions of the GRZ. Housing forms vary from small weatherboard cottages in the south, to larger homes, of varying materiality in the north.

This report has distilled analysis of individual suburbs into a list of contributors to neighbourhood character, which have then been used to define six emerging character types and precincts. Additionally, several areas of significance have been defined, comprising areas of heritage or uniquely intact character. These include areas around Albion, Sunshine West and Keilor. Threats to character across the character precincts vary but include inappropriate infill development (in terms of design and scale), inadequate landscaping and dominant carparking and access arrangements.

Brimbank's existing policies and zone schedules focus on landscape character and policy focuses on high-quality and innovative design. However, very limited direction is provided regarding character or design expectations across the different zones and how housing diversity can be facilitated, causing uncertainty for residents, the development industry and decision makers.

This Project will need define preferred neighbourhood character and design objectives for each of its character precincts and implement them through appropriate policy and schedule variations.

In doing so, this Project will also need to provide clarity and certainty on how Council intends to balance growth directions (form the Housing Strategy) with preferred neighbourhood character objectives. Addressing this matter in a considered way is a key purpose of this Project.

In this context, three themes and project aims are emerging in relation to neighbourhood character:

- **Design for density** – Creating denser, yet well designed and well landscaped neighbourhoods in substantial change locations
- **Respect neighbourhood character** – Supporting diverse, contemporary, and well-designed infill development in incremental change areas that respects neighbourhood character.
- **Celebrate history and character** – Ensuring well-designed new development carefully integrates with and respects the special places and history of Brimbank in minimal change areas.

6.3 Next Steps

The potential tools we have available to achieve these aims are set out below. It is noted that the use of these tools is contingent upon approval by Council and the decision of Council to request authorisation from the Minister for Planning to prepare a planning scheme amendment.

- **Growth** – The RDF will identify areas of substantial, incremental, and minimal change, and the appropriate residential zone will be used to implement growth directions.
- **Diversity** – The various zones will support diverse housing outcomes.
- **Amenity** – Zones will be used to direct growth away from amenity conflicts, supported by overlays that identify amenity constraints, and policies and actions that can mitigate amenity impacts.
- **Sustainability** – Zone schedule objectives, application requirements, and decision guidelines can be shaped to emphasise sustainability and support existing ESD policy.
- **Design for density** – RGZ schedule objectives and ResCode variations will set clear expectations for design outcomes.
- **Respect neighbourhood character** – GRZ and NRZ schedule neighbourhood character objectives and ResCode variations based on the relevant Character Type will be employed. These will articulate how new development can respect preferred neighbourhood character outcomes.
- **Celebrate history and character** – Specific NRZ schedules that define the qualities of the area will be used. Where the HO does not apply, and the NRZ schedule cannot sufficiently guide expected outcomes, use of the NCO will be considered.

Beyond the scope of this Project, but flowing onward from it, a combination of increased supply of housing in appropriate locations and policy can be used to guide preferred locations for social and affordable housing and policy and targeted strategies and actions can be used to facilitate genuine diversity and affordability.

The next stages of the project will need to focus on these key themes, and develop objectives, strategies and actions to target each in a manner that aligns with Brimbank City Council's broader strategic vision and responds to community aspirations.



Part 3 Appendices

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7.2 Summary of Residential Zones Schedules
7.3 Analysis of Mixed Use Zone
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7.5 Strategic Redevelopment Sites (from Home and Housed)
7.6 Definitions of Neighbourhood Character Features in Brimbank
7.7 Analysis of DPOs
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Part 3: Appendices

7. APPENDICES

7.1 Summary of Zones in Brimbank

7.2 Summary of Residential Zones Schedules

7.3 Analysis of Mixed Use Zone

7.4 Summary of Overlays

7.5 Strategic Redevelopment Sites (from Home and Housed)

7.6 Definitions of Neighbourhood Character Features in Brimbank

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7.9 Analysis of Residential Zone Schedules

7.10 Summary of Character Type Observations from the Draft Neighbourhood Character Study (2019)

7.11 Major Redevelopment Sites with Apartments

7.12 VCAT Analysis

7.13 Suburb Profiles



Brimbank Housing & Neighbourhood Character Background Report Appendices

mesh

Prepared by Mesh in collaboration with Brimbank City Council

7.1 Summary of Zones in Brimbank

Zones	Application	Housing/Character outcomes encouraged within the zone	Commentary on Zone use in Brimbank
Mixed Use Zone (MUZ)	Applied along small sections of Calder Freeway and Western Ring Road, at the site of St Lawrence Primary School in Derrimut, and within activity centres, including St Albans and Cairnlea.	Residential development at higher densities that complements the mixed use function of the area. Encourages development that responds to the existing or preferred neighbourhood character of the area. No controls stipulating maximum number of storeys or building height.	The MUZ was not used in *Home and Housed*. It is applied where there is an existing mixture of uses or to redevelopment sites (e.g., the Lumo development in Sunshine North). The schedule has not been used to specify objectives or ResCode variations, which is consistent with the varied nature of the zone's application.
Residential Growth Zone (RGZ) **Schedule 1 to Clause 32.07 Residential Growth Zone (RGZ1)**	Applied along the edges of the Sydenham Major Activity Centre and Sunshine MeAC and within a substantial portion of the Keilor Downs, Deer Park, and St Albans Activity Centres.	Substantial change to deliver housing growth in medium to high densities to activity and town centres rich in services and transport. Designated for residential development of up to four storeys. Building height should not exceed 13.5 metres. Schedule 1 varies the minimum street setback (A3 and B6) standard, site coverage (A5 and B8) standard, landscaping (B13) standard and private open space (A17 and B28) standard. A detailed summary of Schedule 1 is provided in Section 7.1 in the Appendices.	Some tensions are arising between RGZ's substantial change expectations, and neighbourhood character policy. Some areas of RGZ are affected by the HO (near the Sunshine and St Albans activity centres), which creates conflict between expectations for housing change, and protection of heritage values.
General Residential Zone (GRZ) **Schedule 1 to Clause 32.08 General**	Applied to the neighbourhoods with reasonable access to services, facilities, and public transport, including neighbourhoods surrounding the Sydenham, St Albans, Ardeer, Sunshine, and Deer Park Activity Centres.	Incremental change to deliver housing diversity, including medium density housing that respects neighbourhood character, to areas rich in services and transport. Designated for residential development of up to three storeys. Building height should not exceed 11 metres.	Guidance on preferred future character in the context of 'incremental change' is limited given the absence of neighbourhood character objectives. Schedule 1 primarily focuses on increasing landscaping and private open space.

Zones	Application	Housing/Character outcomes encouraged within the zone	Commentary on Zone use in Brimbank
Residential Zone (GRZ1) **Schedule 2 to Clause 32.08 General Residential Zone (GRZ2)**		Schedule 1 varies the landscaping (B13) and private open space (A17 and B28) standard. Schedule 2 does not include any variations. A detailed summary of Schedule 2 is provided in Section 7.1 in the Appendices.	The drafting of the varied B13 requirement for a landscaped vertical screen has been the subject of VCAT commentary, is no longer in accordance with PPN guidance and should be reviewed as part of this Project. GRZ2 is used for a site-specific development at Cairnlea. Development has not yet occurred. Further analysis of the schedule's influence on neighbourhood character is provided in Section 7.1 in the Appendices.
Neighbourhood Residential Zone (NRZ) **Schedule 1 to Clause 32.09 Neighbourhood Residential Zone (NRZ1)** **Schedule 2 to Clause 32.09 Neighbourhood Residential Zone (NRZ2)**	Broadly applied to residential areas between activity centres.	Limited change to deliver low density housing that protects neighbourhood character. Designated for residential development of no more than two storeys. Building height should not exceed 9 metres (or 12m in the NRZ2). Schedules 1 and 2 vary the site coverage (A5 and B8), the permeability (A6 and B9), the landscaping (B13) and the private open space (A17 and B28) standards. A detailed summary of Schedules 1 and 2 is provided in Section 7.1 in the Appendices.	The schedules collectively seek a greater level of spaciousness around dwellings (lower site coverage, enhanced open space and landscaping) than the GRZ. However, despite these variations, the development outcomes in the GRZ and NRZ are often quite similar. The NRZ2 applies only to a small development area in Sunshine North. This is a newly developing area that is also subject to Design Guidelines and a DDO and DPO. Further analysis of the schedule's influence on neighbourhood character is provided in Section 7.1 in the Appendices.
Commercial 1 Zone (CZ1)	Applied to local and neighbourhood activity centres, including Keilor Park, Keilor Downs, Cairnlea, and Derrimut, as well as the major activity centres of St Albans and Brimbank Central.	Residential development that complements the commercial use of the area (above ground floor).	This zone is appropriate for commercial areas but provides limited guidance regarding housing expectations without other policy or overlays (the schedule cannot be used for that purpose). Residential development is generally supported in C1Z in Brimbank by local policy (where it complements the centre). Apartment developments are noted in Sunshine North and St Albans C1Z.

Zones	Application	Housing/Character outcomes encouraged within the zone	Commentary on Zone use in Brimbank
			While housing in these areas will contribute to Brimbank's overall housing supply and diversity, the area is outside the scope of this project.
Activity Centre Zone (ACZ) **Schedule 1 to Clause 37.08 Activity Centre Zone (ACZ1)**	Applied to the Sunshine MeAC.	Residential development at high densities that responds to existing development in the activity centre. Preferred maximum height of 8-9 storeys in mixed use areas and 4-5 storeys in residential growth areas.	This zone is an appropriate zone for facilitating the development of complex activity centres, with multiple uses and design requirements. Apartment developments are occurring in the Sunshine ACZ and there remains substantial capacity for development. While housing in these areas will contribute to Brimbank's overall housing supply and diversity, the area is outside the scope of this project.
Comprehensive Development Zone (CDZ) **Schedule 1 to Clause 37.02 Comprehensive Development Zone (CDZ1)** **Schedule 1 to Clause 37.02 Comprehensive Development Zone (CDZ2)**	Applied to the Sydenham/Watergardens Activity Centre and surrounding key sites (including a retirement village).	Residential development at higher densities that complements the provision of shops and services. Height and setback requirements specified in precinct maps.	This special purpose zone gives specific plan-based direction for strategic development sites such as Watergardens and surrounds, including direction for housing. While housing in these areas will contribute to Brimbank's overall housing supply and diversity, the area is outside the scope of this project.

7.2 Summary of Residential Zones Schedules

Zone and Schedule	Objectives*	Clause 54 and 55 Requirements	Max. Building Height	Application Requirements	Decision Guidelines
32.04 **Mixed Use Zone (MUZ)** Brimbank Mixed Use Areas	None specified	None specified	None specified	None specified.	None specified.
32.07 **Residential Growth Zone (RGZ1)** Substantial Change Areas	None specified. *(Design Objectives)*	**A3 & B6:** Ground level and level 1 should be set back the average of the adjoining lots. **A5 & B8:** The site area covered by buildings should not exceed 70%. **B13:** A minimum of 1 medium sized tree of 6–12 m (at maturity) should be provided in the front setback. Planting to be provided along the length of any driveway. Where new building bulk visually impacts on adjoining dwellings, a landscaped vertical screen should be provided. **A17 & B28:** An area of 15–40sqm at ground level with convenient access from a living room, or	None specified.	A neighbourhood and site description (NSD) plan which must show: – At least three sites or buildings on both sides of the proposed development, opposite and to the rear of the proposed development. – The built form, scale, and character of the area, including front fencing (i.e., height of buildings, front and side setbacks, location and width of vehicle and pedestrian crossovers, vegetation, land topography). – Architectural and roof styles. – A streetscape elevation showing the proposed development in the context of three adjoining dwellings or buildings on each side. A Design Response Plan which must demonstrate: – How the proposed development responds to the characteristics identified in the neighbourhood and site description plan and contributes to a preferred denser character. – Plans showing bin enclosures integrated into the design of the development. Demonstrate that on site water storage and detention has been considered in the design.	– Opportunities to maximise development through consolidation of lots. – Whether the development provides for an appropriate built form, scale and height transition to an adjoining Neighbourhood Residential Zone, General Residential Zone, or commercial zoning. – The extent to which landscaping softens the appearance of the proposed development and assists in the transition to existing development. – The layout and appearance of areas set aside for car parking, access and egress, loading and the location of any proposed off street car parking. – Whether garages and carports visually dominate the proposed development. – Whether a variation to the requirements of Clause 2.0 would result in a loss of on or off-site amenity. – The use of architectural features and building design, rather than screens, as a mechanism to protect privacy for adjoining residents. – The concealment of ancillary services from the front, side, and rear boundary views.

Zone and Schedule	Objectives*	Clause 54 and 55 Requirements	Max. Building Height	Application Requirements	Decision Guidelines
		A balcony of 8-12sqm with a minimum width of 2 m and convenient access from a living room.			
32.08 **General Residential Zone (GRZ1)** Incremental Change Areas	None specified.	**B13:** A minimum of 1 medium-sized tree of 6–12 m (at maturity) should be provided in the front setback. A minimum of 1 small to medium sized tree up to 6 m (at maturity) should be provided in private or secluded private open space greater than 25sqm in area. Planting to be provided along the length of any driveway. Where new building bulk visually impacts on adjoining dwellings, a landscaped vertical screen should be provided. **A17 & B28:** An area of 40sqm, with one part of the private open space to consist of secluded private open space with a minimum area of 25sqm and a minimum dimension of 4m. Secluded private open space should not be in the front setback of a dwelling or residential building and	None specified.	The neighbourhood and site description plan (NSD) which must show: – At least three sites or buildings on both sides of the proposed development, opposite and to the rear of the proposed development. – The built form, scale, and character of the area, including front fencing (i.e., height of buildings, front and side setbacks, location and width of vehicle and pedestrian crossovers, vegetation, land topography). – Location of open space (i.e., degree of openness at the rear of lots). – Architectural and roof styles. – A streetscape elevation showing the proposed development in the context of three adjoining dwellings or buildings on each side. A Design Response plan which must demonstrate: – How the proposed development responds to the characteristics identified in the neighbourhood and site description plan and should include a written evaluation of how the features of the neighbourhood identified in the neighbourhood and site description plan influence the design. Demonstrate that on site water storage and detention has been considered in the design, where necessary.	Should consider appropriate transitions; extent to which it respects and enhances neighbourhood character, retains canopy trees, creates opportunities for landscaping and reflects prevailing side setbacks; and layout and appearance of parking areas.

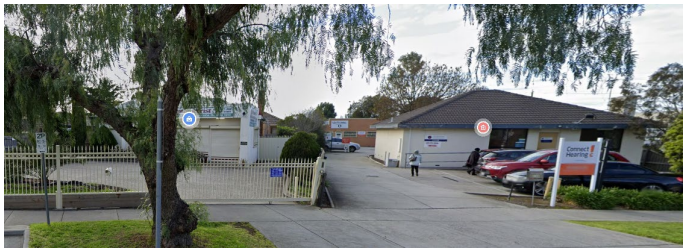
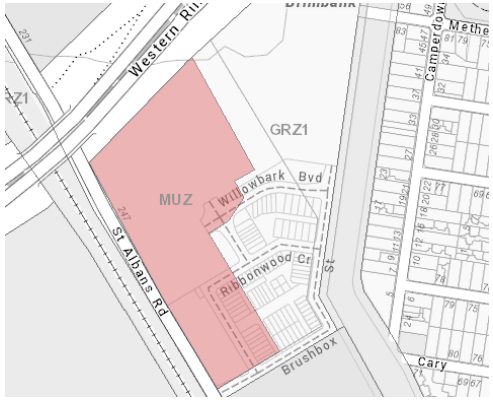
Zone and Schedule	Objectives*	Clause 54 and 55 Requirements	Max. Building Height	Application Requirements	Decision Guidelines
		should have convenient access from a living room.			
32.08 **General Residential Zone (GRZ2)** Cairnlea Mixed Use Precinct	None specified.	None specified.	13.5m and 4 storeys	None specified.	None specified.
32.09 **Neighbourhood Residential Zone (NRZ1)** Limited Change Aras (1)	None specified.	**A5 & B8:** The site area covered by buildings should not exceed 50%. **A6 & B9:** 30% (permeability) **B13:** A minimum of 2 medium sized trees of 6-12m (at maturity) should be provided in the front setback. A minimum of 1 small to medium sized tree up to 6m (at maturity) should be provided in private or secluded private open space. Planting to be provided along the length of any driveway. Where new building bulk visually impacts on adjoining dwellings, a landscaped vertical screen should be provided. **A17 & B28:** An area of	None specified.	A neighbourhood and site description plan (NSD) which must show: – At least three sites or buildings on both sides of the proposed development, opposite and to the rear of the proposed development. – The built form, scale, and character of the area, including front fencing (i.e., height of buildings, front and side setbacks, location and width of vehicle and pedestrian crossovers, vegetation and land topography). – Location of open space (i.e., degree of openness at the rear of lots). – Architectural and roof styles. – A streetscape elevation showing the proposed development in the context of three adjoining dwellings or buildings. A Design Response plan which must demonstrate: – How the proposed development responds to the characteristics identified in the neighbourhood and site description (NSD) plan and should include a written evaluation of how the features of the	– The extent to which the proposed building or works respects and enhances the character of the area. – The extent to which the proposed buildings or works retain existing canopy trees and create opportunities for landscaping and adequate space for canopy tree planting. – 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. – The extent to which the proposed built form respects prevailing side setbacks, where applicable. – Whether a variation to the requirements of part 4.0 would result in a loss of on or off-site amenity. –

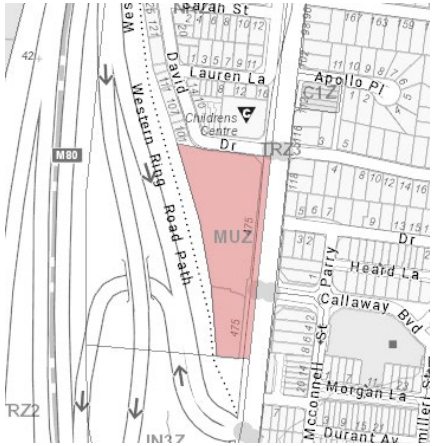
Zone and Schedule	Objectives*	Clause 54 and 55 Requirements	Max. Building Height	Application Requirements	Decision Guidelines
		60sqm, with one part of the private open space to consist of secluded private open space with a minimum area of 40sqm and a minimum dimension of 5m. Secluded private open space should not be located in the front setback of a dwelling or residential building and should have convenient access from a living room.		neighbourhood identified in the NSD influence the design. Demonstrate that on site water storage and detention has been considered in the design, where necessary.	
32.09 **Neighbourhood Residential Zone (NRZ2)** Limited Changes Areas (2)	None specified.	**A5 & B8:** The site area covered by buildings should not exceed 50%. **A6 & B9:** 30% (permeability) **B13:** A minimum of 2 medium sized trees of 6-12m (at maturity) should be provided in the front setback. A minimum of 1 small to medium sized tree up to 6m (at maturity) should be provided in private or secluded private open space. Planting to be provided along the length of any driveway.	12m	A neighbourhood and site description plan (NSD) which must show, as appropriate: – The built form, scale, and character of the area, including front fencing (i.e., height of buildings, front and side setbacks, location and width of vehicle and pedestrian crossovers, vegetation, land topography etc). – Location of open space (i.e., degree of openness at the rear of lots). – Architectural and roof styles. – At least three sites or buildings on both sides of the proposed development, opposite and to the rear of the proposed development. – A streetscape elevation showing the proposed development in the context of three adjoining dwellings or buildings on each side. A Design Response plan which must demonstrate, as appropriate: – How the proposed development responds to the characteristics identified in the	– The extent to which the proposed building or works respects and enhances 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 layout and appearance of areas set aside for car parking, access, and egress, loading and the location of any proposed off street car parking. – Whether garages and carports are located behind the façade of the proposed development. – The extent to which the proposed built form respects prevailing side setbacks, where applicable. – Whether a variation to the requirements of part 4.0 would result in an unacceptable loss of on or off-site amenity. –

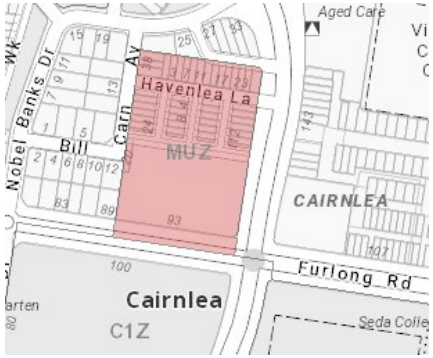
Zone and Schedule	Objectives*	Clause 54 and 55 Requirements	Max. Building Height	Application Requirements	Decision Guidelines
		Where new building bulk visually impacts on adjoining dwellings, a landscaped vertical screen should be provided. **A17 & B28:** An area of 40sqm, with one part of the private open space to consist of secluded private open space with a minimum area of 25sqm and a minimum dimension of 4m. Secluded private open space should not be located in the front setback of a dwelling or residential building and should have convenient access from a living room.		neighbourhood and site description (NSD) plan and should include a written evaluation of how the features of the neighbourhood identified in the NSD influence the design. Demonstrate that on site water storage and detention has been considered in the design, where necessary.	

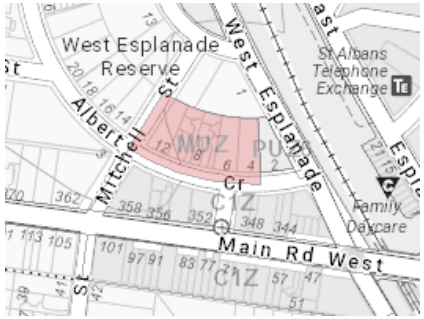
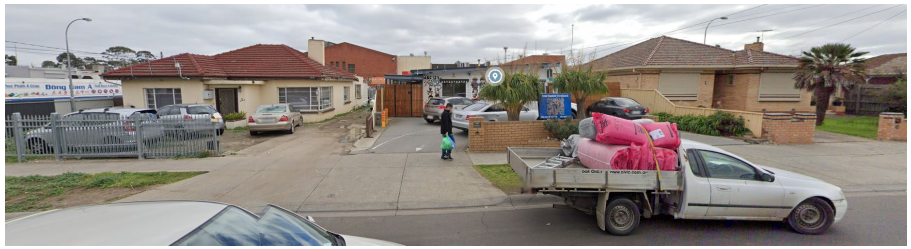
*Different zones allow for different types of objectives. MUZ schedules allow for ‘Objectives’, the RGZ allows for specification of ‘Design Objectives’, the GRZ and the NRZ allow for specification of ‘Neighbourhood Character Objectives’. For the purposes of this table, the term ‘Objectives’ is used to apply to all.

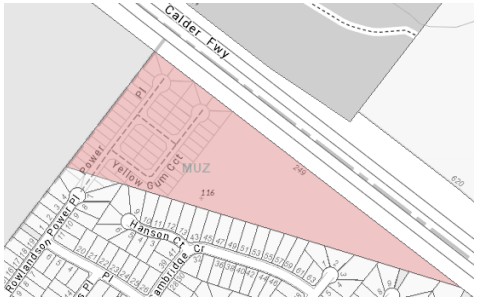
7.3 Analysis of Mixed Use Zone

Location	Observed uses	Indicative image
Victoria Cr, St Albans  DDO9: Preference for 4 storey residential development; and 3 storey street wall height with 0m street setback.	Applies to a range of allied professional offices (e.g., pathology, optometrists) in former dwellings and similar buildings, generally with onsite carparking.	
St Albans Rd, Sunshine North  	Applies to a future residential townhouse development site. Expected include residential, commercial, and retail uses	

Location	Observed uses	Indicative image
Fitzgerald Rd, Sunshine West 	Applies to a commercial shopping centre, occupied by a supermarket and other retail and hospitality services. Onsite carparking is provided.	
Palmer Pde, Derrimut 	Applies to a dual subdivision. Existing use is a primary school fronting Capesthorne Dr, with the balance of the land unutilised. Onsite parking is provided.	 Street view from undeveloped lot at Palmer Pde (above), and primary school at Capesthorne Dr (below). 

Location	Observed uses	Indicative image
Furlong Rd, Cairnlea 	High-density residential use with ground level retail and commercial. Carpark provision is internal.	
Martin St, Sunshine 	Applies to a carpark associated with the Salvation Army adjacent to the lot. A community garden is also present.	

Location	Observed uses	Indicative image
Albert Cr, St Albans  DDO9: Preference for 4 storey residential development; and 3 storey street wall height with 0m street setback.	Applies to several residential uses characterised by detached and unit dwellings. Crossovers provide resident carparking whilst existing carparking space in Mitchell St abuts the MUZ.	
Collins St, St Albans 	Existing uses are low density residential characterised by detached dwellings, and a pre-school. MUZ lots are flanked by carparking (11 and 17 Collins St) associated with the adjacent commercial centre.	

Location	Observed uses	Indicative image
DDO9: Preference for 4 storey residential development; and 2 storey street wall height with variable street setback.		
Calder Fwy, Taylors Lakes  Melbourne Airport Environs Overlay (Schedule 1): More than one dwelling per lot is prohibited. Permit required to construct a single dwelling regardless of lot size (i.e., above or below 300sqm).	Applies to 69,000sqm of undeveloped land with a 704m frontage to Calder Freeway. Adjacent to Taylors Lake Estate that is characterised by conventional density and residential land uses.	

7.4 Summary of Overlays

Overlay	Where applied in Brimbank	The overlay's influence on housing
Environmental Significance Overlay (ESO)	Applied significant grasslands (ESO1, ESO3, ESO6), areas of geomorphological significance (ESO2) and the Kororoit Creek Corridor (ESO4) and Maribyrnong River Valley (ESO5).	Used to identify areas where development may be affected by environmental constraints. Generally, grassland ESOs don't impact on housing as they don't apply to residential land. The Australian Broadcast Site (zoned SUZ2) however, may have residential potential. Flora and fauna impacts would need to be resolved for this site, as well as impacts on the volcanic eruption points (ESO2).

Overlay	Where applied in Brimbank	The overlay's influence on housing
		ESO5 and ESO4 affect or abut some residential land. Objectives and guidelines are included to ensure development is not visually prominent or intrusive when viewed from the creek/river corridor. It is noted however, that the ESO is technically only applicable where it affects residential land (a very small area), not abutting land. However, the significance of these features should be considered by the development of adjoining land.
Significant Landscape Overlay (SLO)	Applied to the mature canopy trees along Old Calder Highway between Green Gully Road and the Maribyrnong River (SLO1), to the Sunshine Municipal Office Garden area at Wilkinson Street and Alexandra Avenue (SLO2) and to the Maribyrnong River (SLO3).	Used to identify and conserve and enhance the character of significant landscapes. Generally, the SLOs do not apply to residential land. The significance of the abutting landscapes, however, should be considered by the development on adjoining land.
Heritage Overlay (HO)	Applied to several sites throughout the municipality, including residential areas.	Used to conserve and enhance heritage places, and those elements which contribute to the significance of heritage places. The Overlay triggers permits for demolition and alterations (especially external) of housing. Further details are provided in the Neighbourhood Character Influences chapter.
Design and Development Overlay (DDO)	Applied to activity centres and precincts, including St Albans Activity Centre (DDO9), Keilor Village Activity Centre (DDO10), Sunshine Hospital Medical Services Precinct (DDO8), Brooklyn Industrial and Commercial Precinct (DD11), and an area in Sunshine (DDO7). Also applied to various areas impacted by the Western Ring Road (DDO4, DDO6) and areas to be protected from visual intrusion, including along the Maribyrnong River (DDO1) and Taylors Creek (DDO5).	Used to identify area that are affected by specific requirements relating to the design and built form of new developments. Development should respond to the stated objectives in the relevant DDO, and any other requirements specified. The DDOs apply to a mix of land uses, including some residential land, and can have a strong influence on the character of new development. Further details of each DDO are provided in the Neighbourhood Character Influences chapter.

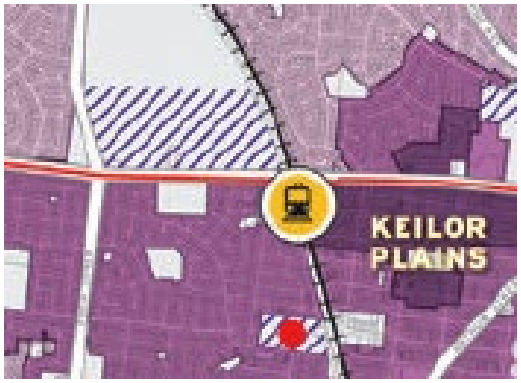
Overlay	Where applied in Brimbank	The overlay's influence on housing
Development Plan Overlay (DPO)	Applied to large and small redevelopment sites throughout the municipality (including residential and non-residential zoned sites), and notably the Plenty Valley Estate (DPO3), the Cairnlea Estate (DPO6), Cairnlea Mixed Use Precinct (DPO4) and Orica Deer Park (DPO16). A full list of DPOs is provided in the Neighbourhood Character Influences section.	Used to identify areas where the form and conditions of future use and development is to be shown on a development plan. Requirement for plans incorporating residential development vary depending on the site, context, and development expectations. Further details are provided in the Neighbourhood Character Influences chapter.
Land Subject to Inundation Overlay (LSIO)	Applied to areas bordering the Maribyrnong River, Taylors Creek, Kororoit Creek and other small scale waterways, with residential zoned land abutting the waterways affected.	Used to identify flood prone land affected by the 1 in 100 year flood, and to ensure that development maintains or improves the waterway protection and floodplain health. In Brimbank, the schedule has not been used to specify any additional objectives or requirements. Where the overlay affects residentially zoned land, a permit is required for many types of buildings and works, to enable an assessment of the potential impacts of flooding, measures required to floodproof development, to mitigate risk and to protect the waterway.
Special Building Overlay (SBO)	Applied to residential areas at risk of flooding from urban drainage in Sydenham, Taylors Lakes, Keilor, St Albans, Deer Park, Sunshine, and Sunshine West.	Used to identify land liable to inundation by overland flows from the urban drainage system, and to ensure free passage of flood waters and protection of waterways. In Brimbank, the schedule has not been used to specify any additional objectives or requirements. The overlay triggers a permit for many types of buildings and works to enable an assessment of the susceptibility of the development to flooding and the effect of development on floodwaters, stormwater, and drainage water.
Public Acquisition Overlay (PAO)	Applied to land along major transport corridors, including Calder Freeway and Calder Park Drive, Airport Drive, Western Ring Road, and scattered parcels in activity centres.	Used to identify land which is proposed to be acquired for a public purpose. The development potential of this land is limited, pending acquisition.

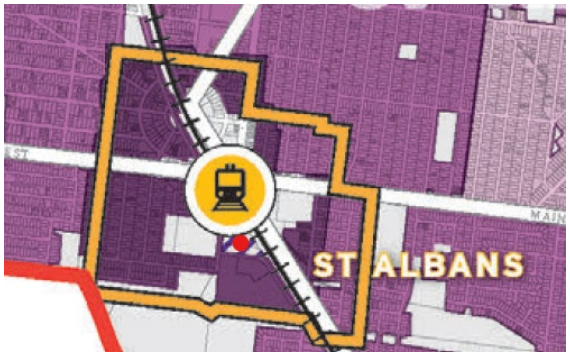
Overlay	Where applied in Brimbank	The overlay's influence on housing
Development Contributions Plan Overlay (DPCO)	DCPO1 applied to most of the Sunshine MeAC. DCPO2 applied to the remainder of the municipality.	Used to identify areas where a contribution will be levied for the provisions of works, services, and facilities. DCPO2 applies to all new development in Brimbank (outside the Sunshine Mae which is subject to its own DCP) to fund community facilities, path, and roads. The levy payable varies by charge area (suburb).
Melbourne Airport Environs Overlay (MAEO)	Applied to a portion of Sydenham Park south of the border with Hume and a significant portion of Keilor Downs to Sunshine North. MAEO1 is applied to the area closer to Melbourne Airport and MAEO2 affects an area that extends further south.	Used to identify land that may be impacted by aircraft noise associated with the Melbourne Airport, and to ensure land use and development is compatible with the operation of the airport and that dwellings incorporate appropriate noise attenuation measures. MAEO1 limits the number of dwellings on a lot to 1 and restricts subdivision that would increase the number of dwellings. MAEO2 restricts dwellings to a maximum of one per 300 square meters.
Neighbourhood Character Overlay (NCO)	*Not currently used in Brimbank but relevant to consider*	*Applicable to specific areas where variations to Clause 54 and 55 standards fail to meet the specific objectives for neighbourhood character, and as such, locally tailored controls are required.*

7.5 Strategic Redevelopment Sites (from *Home and Housed*) (images sourced from Near Map).

Site (identified using the ret dot)	Zoning and Overlays	Development Status
Robertsons Road, Taylors Lakes 	Zones: GRZ1 Overlays: DCPO2, DPO17	 As of July 2022: Partially developed.

Site (identified using the ret dot)	Zoning and Overlays	Development Status
St Albans Road, Sunshine North 	*Zones:* GRZ1 and MUZ (dual subdivision) *Overlays:* DCPO2, DPO15, EAO, HO149 *Other:* Aboriginal Cultural Heritage Note the site is located within the Albion Quarter Precinct that is to be prepared in the coming years	 As of September 2022: Display home has been delivered for the purpose of advertising the future residential estate. Does not appear to have commenced. e.
Ballarat Road/Western Highway, Albion 	*Zones:* IN1Z *Overlays:* DCPO2, EAO *Other:* Aboriginal Cultural Heritage Note the site is located within the Albion Quarter PSP that is to be	 As of September 2022: No signs of redevelopment occurring. The site is industrial with an associated carpark. It is noted extent of existing industrial use extends beyond lot cadastre and designated strategic development site boundary.

Site (identified using the ret dot)	Zoning and Overlays	Development Status
	prepared in the coming years.	
Taylors Road, Delahey 	*Zones:* SUZ1 and TRZ2 *Overlays:* DCPO2, EAO, ESO1, ESO2	 As of September 2022: Development has not occurred.
Margrave Street, St Albans 	*Zones:* GRZ1, UFZ *Overlays:* DCPO2, DPO9, EAO, SBO	 As of September 2022: Construction has not commenced. However, a disused building has been demolished and removed from the site. The carpark associated with the now-demolished building has also been removed. An internal road link connecting from Margrave St to the south of the site has been removed whilst the extension of Regan St into the site from the north remains.

Site (identified using the ret dot)	Zoning and Overlays	Development Status
Copernicus Way/Fisken Way, Keilor Downs 	*Zones:* C1Z *Overlays:* DCPO2, DPO2, SBO	 As of September 2022: Dwellings at the north-western portion of the site. . No signs of development occurring elsewhere. Balance of the land is yet to be developed and is used as public open space with a slight grade/incline and is accessible from residential streets and the adjacent commercial centre.
St Albans Road, St Albans 	*Zones:* IN3Z *Overlays:* DCPO2, DDO9	 As of September 2022: No signs of redevelopment occurring. Site continues to be used for the purpose of a hospitality venue (St Albans Hotel) and associated car park; recreational venue (St Albans Bingo Centre); and a commercial site (Global Nail Beauty Supplies) and associated carpark. It is noted that internal road upgrades were delivered to St Albans Hotel's carpark in late-2018 which may suggest interest in continuing the existing land use.

7.6 Definitions of Neighbourhood Character Features in Brimbank

Front setbacks

A front setback is the distance between the front property boundary and the front wall of a building. For this Project, front setbacks have been categorised as minimal, moderate, or generous.

Minimal setback *– Dwelling is set back approximately 0m–4m from the front property line. Setback distance limits space for landscaping.*

Figure 1: Minimal front setback examples



Moderate setback *– Dwelling is set back approximately 4m–8m from the front property line. Setback distance allows some space for landscaping.*

Figure 2: Moderate front setback examples



Generous setback *– Dwelling is set back approximately 8m or greater from the front property line. Setback distance allows ample space for landscaping.*

Figure 3: Generous front setback examples





Side setbacks

A side setback is the distance between the side property boundary and the righthand or lefthand edge of a dwelling or building. Side setbacks have been categorised as 'no side setback' (absent), minimal, moderate, or generous.

No side setback *– Dwelling is constructed to the side boundary.*

Figure 4: No side setback examples





Minimal side setback *– Dwelling is set back approximately 0m–2m from the side boundary. Setback distance limits space for landscaping to narrow strips and provides limited space for utilities. There is insufficient space for vehicles to park at the side of the dwelling.*

Figure 5: Minimal side setback examples



Moderate side setback *– Dwelling is set back approximately 2m–5m from the side boundary. Setback distance allows some space for landscaping and utilities.*

Figure 6: Moderate side setback examples



Generous side setback *– Dwelling is setback approximately 5m or greater from the side boundary. Setback distance allows ample space for landscaping, utilities, carports and/or vehicle parking.*

Figure 7: Generous side setback examples



Fencing

Low fencing creates a sense of openness and provides opportunities for passive surveillance. High fencing gives residents a greater degree of privacy, but it can make a neighbourhood feel uninviting and closed in. This Project categorises fencing in Brimbank as low, medium, or high.

Low fencing *– Below knee level (less than 1m in height).*

Figure 8: Low fencing examples



Medium fencing *– Hip to below eye level (approximately 1m–1.7m in height).*

Figure 9: Medium fencing examples



High fencing *– Above eye level/head height (approximately 1.7m or greater in height).*

Figure 10: High fencing examples



Fencing Permeability

Fencing permeability is the degree to which a person can see through fencing to the other side. This Project describes fencing permeability as being of low permeability, moderate permeability or permeable.

Low permeability *– Substantial obstruction of view lines to the property from the street. Fencing typically does not include gaps between fence materials.*

Figure 11: Low permeability examples



Moderate permeability *– Some obstruction of view lines to the property from the street. Fencing typically includes continuous vertical or horizontal gaps between fence materials.*

Figure 12: Moderate permeability examples



Permeable *– Large gaps in fencing material results in no obstruction to view lines to the property from the street.*

Figure 13: Permeable examples



Landscaping

Landscaping includes trees, shrubs/bushes, flowing plants, grass or lawn and other plantings within the private ream and public realm. Front, side, and rear landscaping is described as:

Minimal landscaping *– Low level plantings, limited species variation and/or no canopy tree.*

Figure 14: Minimal landscaping examples



Moderate landscaping *– Varied amounts and volume of plantings, some species variation with lawn and often a canopy tree.*

Figure 15: Moderate landscaping examples



Generous landscaping *– High amounts and volume of plantings, species variation possibly with lawn or alternative treatment, and two or more canopy trees.*

Figure 16: Generous landscaping examples





Housing Age

Housing age refers to whether the housing is reflective of the original housing of the suburb's era of development, or whether it is newer development. Housing age is categorised as traditional, contemporary, or contemporary infill development.

Traditional *– Original housing stock of the suburb or locality.*

Note: Heritage dwellings are acknowledged as traditional housing.

Figure 17: Traditional housing stock examples in (left to right) Sunshine, Sunshine West, and Kings Park



Contemporary *– New housing development that has replaced traditional housing stock in older suburbs, or has been recently developed in newer suburbs (e.g., Cairnlea, Taylors Lakes, and Derrimut).*

Figure 18: Contemporary housing stock examples in (left to right) Keilor Park, St Albans, and Sunshine



Figure 19: Contemporary housing stock examples (left to right) Cairnlea, Taylors Lakes, and Derrimut





Contemporary Infill Development *– New housing that is developed on vacant land or has replaced other housing or development. Infill development typically involves an increase in residential density or intensification.*

Figure 20: Infill development examples in (left to right) Sydenham, Sunshine, St Albans





Material Quality

Material quality *refers to the level of integrity and longevity of building materials used in dwelling construction. Material quality considers the susceptibility of the material/construction to defects such as water damage and sun damage.*

Figure 21: Example of poor-quality, water damaged material (left) and higher quality material (right)



Lot sizes

Lot size impacts the possible scale and form of development and determines the garden area requirement in the NRZ and GRZ. . In this Project, lot sizes are categorised as:

Very small lot size *– Lots less than 300sqm.*
Small lot size *– Lots 300–500sqm.*
Moderate lot size *– Lots 500–800sqm.*
Large lot size *– Lots 800–2000sqm or greater.*
Very large lot size *– Lots greater than 2000sqm.*

7.7 Analysis of DPOS

DPO	Name of area	Zones within the DPO	Status
DPO2	Keilor Downs Plaza Shopping Centre	C1Z	Partially developed. A development plan has been approved, to support a mixed-use development including a sizeable residential component.
DPO3	River Valley Estate	Primarily GRZ1, with some C1Z, NRZ2 and PPRZ	Being developed in stages, in accordance with the approved 2002 Development Plan. Comprises a mixture of single dwellings and townhouses, with permits issued for apartment style development. Dwellings in the estate tend to have a higher site coverage than the dwellings in the neighbouring Sunshine North.
DPO4	26S Glenbrook Avenue and 147A Cairnlea Drive, Cairnlea	Primarily GRZ2, with portions of C2Z, PUZ7 and PPRZ	Applies to the final stage of the Cairnlea development. It is subject to a Planning Scheme Amendment request, which seeks to remove the DPO4 and apply the Comprehensive Development Zone – Schedule 3 (CDZ3). The Government Land Standing Advisory Committee ran a 12-day Public Hearing in June 2022 to consider the Amendment and will prepare a report for the Minister for Planning to consider.
DDPO5	Land at the north west corner of Kings Road and Taylors Road, Delahey	C1Z	Delahey Village Neighbourhood Activity Centre. No residential component in the approved Development Plan.
DPO6	Cairnlea Estate – Former Albion Explosives Factory Site	Primarily NRZ1, with some RGZ1, GRZ1, MUZ, C1Z, PUZ2, PPRZ and PCRZ	Guided the development of Cairnlea Estate, a large, primarily residential development on the site of the former Albion Explosives Factory. Its features include: a variety of housing typologies (including apartments, townhouses, and detached dwellings), a landscape response that incorporates natural features of the subdivision layout, and consistent front setbacks.

DPO	Name of area	Zones within the DPO	Status
DPO7	10 McKechnie Street, St Albans	RGZ1	Guided the development of the new St. A estate. St. A is a 6.5 hectare masterplanned estate that consists of 254 townhouses of various types. Contained within the site is 3,200m^2 of central public open space and a series of pocket parks.
DPO8	110V and 112-116 Anderson Road, Sunshine	Primarily GRZ1 with some MUZ	Permit issued, but development not commenced. The Development Plan approved provides for 30 dwellings with a mix of 2, 3 and 4 bedrooms and adheres to requirements relating to building height, setbacks, landscaping and pedestrian access to H.V. McKay Memorial Gardens and the nearby heritage footbridge.
DPO9	51 & 63A Regan Street, St Albans	GRZ1 and UFZ	Development Plan has not been prepared. The DPO requires a range of lot sizes, densities, and typologies to achieve at least 200 dwellings on the site; public open space; and ESD initiatives.
DPO13	Sunshine Golf Course (130 Fitzgerald Street) and the Masonic Centre (1A Ralph Street), Sunshine West	GRZ1 and NRZ1	Influenced various neighbourhood character features, particularly building heights and setbacks. Specific setback distances required by DPO13 successfully integrate newer development with traditional housing stock in surrounding areas by reducing visual bulk and providing separation between dwellings.
DPO14	South West Industrial Park	IN1Z and PUZ1	Not residential.
DPO15	Former City West Water Site (247-251 St Albans Road, Sunshine North)	GRZ1 and MUZ	Development plan approved and permit issued for development.
DPO16	Orica Deer Park Development Plan	C2Z	Not residential. No approved development plans.
DPO17	95 Station Road and 814 Ballarat Road, Deer Park; 27 Driscolls Road, Kealba; 32A Green Gully Road, Keilor; 18-24 Robertsons Road and 16-28 McCubbin Drive, Taylor Lakes	RGZ1 and PUZ2; GRZ1; NRZ1; GRZ1	Development plan approved and permits issued. Discussed below.

7.8 Analysis of DDOs

DDO	Name of area	Zones within the DDO	Status
DDO1	Skyline areas	GRZ1, NRZ2, PPRZ	Covers skyline areas along the Maribyrnong River in Sunshine North. Seeks to protect areas along the river frontage from visual intrusion by residential development. Despite this, development associated with the River Valley Estate (refer DDO3 discussion) is visually prominent.
DDO4	Lots 6 & 7, Fitzgerald Road, Sunshine West, adjacent to the Western Ring Road	NRZ1	Applies to land in Sunshine West adjacent to the Western Ring Road. Seeks to ensure that development incorporates noise attenuation measures to minimise traffic noise impacts. The area has been developed with detached dwellings, although a few lots remain vacant. Contains Sirius College – Sunshine, Ibrahim Dellal Campus). Proposed parcel at the northern end.
DDO5	Land located between Taylors Creek and properties fronting Patterson Avenue & Campaspe Crescent	NRZ1	Developed with detached housing. Applies to approximately 30 lots adjoining Taylors Creek in Keilor. Seeks to limit visual intrusion caused by inappropriate development. Design objectives encourage single storey development with pitched roofs, to protect the skyline when viewed from Taylors Creek.
DDO6	Land adjoining McIntyre Road between Western Highway and the Western Ring Road, North Sunshine	GRZ1, IN1Z, C1Z	Applies to commercial, residential, and industrial areas adjoining McIntyre Road between the Western Highway and the Western Ring Road in Sunshine North. Seeks to provide for high quality, contemporary design and minimise traffic conflicts between local residential traffic and through traffic.
DDO7	Land located at 79 Wright Street Sunshine	Primarily NRZ1, with some PPRZ	Applies to 79 Wright Street, Sunshine, adjoining Kororoit Creek. Supports a site responsive design that enhances neighbourhood character and the environmental values of Kororoit Creek. Design objectives have been generally implemented. Dwellings are separated from traditional dwelling stock along the western boundary and set back from Kororoit Creek.
DDO8	Sunshine Hospital Medical Services Precinct	RGZ1, GRZ1, SUZ1	Applies to the Sunshine Hospital Medical Services Precinct. Establishes a preferred character of 3 storeys for Furlong Road and Majorca Street and 1 to 2 stores along St Albans Road/St Albans South. Existing residential character is single storey detached housing.

DDO	Name of area	Zones within the DDO	Status
DDO9	St Albans Activity Centre	Mostly RGZ1, with some GRZ1, C1Z, MUZ, IN3Z, PPRZ, PUZ2 and PUZ6	Applies to the St Albans Major Activity Centre, which is currently developed with residential and commercial areas, of mostly 1 to 2 storeys. Seeks to ensure that residential development minimises its impact on existing dwellings, does not cause undue overshadowing and that associated fencing does not dominate the street and restrict passive surveillance. More specific objectives for each precinct establish preferred setbacks and pedestrian connections. DDO9 also contains a map specifying preferring maximum heights for each part of the activity centre and nearby residential precincts.
DDO10	Keilor Village Activity Centre	C1Z, GRZ1	Applies to the Keilor Village Activity Centre, which is currently developed with 1–2 storey residential and commercial. Seeks to facilitate high quality development that is respectful of the area's character and history and that enhances the appearance and connectivity of the village. Specifies that residential development on upper levels of retail development should integrate with the street and that commercial development should respect the scale and privacy of neighbouring residential areas. There is a preferred maximum building height of 2 storeys for the commercial strip.
DDO11	Brooklyn Industrial and Commercial Precinct	Primarily IN1Z with some C2Z and PUZ1	Not residential.

7.9 Analysis of Residential Zone Schedules

Clause 54/55 Requirement	Schedule variation	Commentary
Minimum Street Setback (A3 and B6)	Ground level and level 1 should be set back the average of the adjoining lots	This variation does not differ greatly from the base standards set out in ResCode. By using the average of existing setbacks, the variation is unlikely to support substantial change, as intended by the zone, and instead will reinforce existing patterns of development.
Site coverage (A5 and B8)	The site area covered by buildings should not exceed 70%	This variation allows for higher site coverage than the base Standard (60%), which is consistent with the expectation for more intensive development.
Permeability (A6 and B9)	None specified	The base standard of 20% applies. This may be difficult to achieve in the context of the elevated 70% site coverage.
Landscaping (B13)	A minimum of 1 medium sized tree of 6-12 m (at maturity) should be provided in the front setback. Planting to be provided along the length of any driveway. Where new building bulk visually impacts on adjoining dwellings, a landscaped vertical screen should be provided.	This variation increases tree planting and landscaping requirements. It aligns with the street setback objectives but can be a limitation on increased density. VCAT has recognised the tension between aspirations for increased canopy coverage, and increased density. Council planners report that the requirement for vertical screens is not achieving desired outcomes and planting often struggles to survive in the limited space available.
Side and rear setbacks (A10 and B17)	None specified	This standard can limit the height and intensity of development on small to average sized lots because upper floors are often unable to achieve the required setbacks and have sufficient usable floor space. Consolidation of lots is generally required to achieve heights above 2–3 storeys and comply with B17. While lot consolidation is encouraged by the RGZ1 is often difficult to achieve in practice.
Walls on boundaries (A11 and B18)	None specified	Deferring to a standard that relies on reference to existing built form (especially where that existing built form comprises single storey dwellings) is unlikely to support substantial change in a meaningful way.
Private open space (A17 and B28)	An area of 15-40sqm at ground level with convenient access from a living room, or A balcony	This variation reduces the requirement for ground floor open space while increasing the requirement for balconies. The reduced ground floor POS requirement supports more intensive development, while the varied balcony requirement seeks to improve amenity for residents in

Clause 54/55 Requirement	Schedule variation	Commentary
	of 8-12sqm with a minimum width of 2 m and convenient access from a living room.	higher density development. It is understood that, in general, new development achieves the lower end of the specified range for ground floor POS.
Front fence height (A20 and B32)	None specified	A20 and B32 establish a maximum front fence height of 2m for streets in a Transport Zone 2 and 1.5m for all other streets.

Table 1: GRZ1 ResCode variations analysis

Clause 54/55 Requirement	Schedule variation	Commentary
Minimum Street Setback (A3 and B6)	None specified	VCAT has allowed reductions to the street setback requirement where it reflects the pattern of surrounding setbacks.
Site coverage (A5 and B8)	None specified	
Permeability (A6 and B9)	None specified	The 20% requirement can be difficult to achieve where extensive areas of the site are being used for vehicle access (a common feature of t multi-unit developments in the GRZ1.
Landscaping (B13)	A minimum of 1 medium-sized tree of 6-12 m (at maturity) should be provided in the front setback. A minimum of 1 small to medium sized tree up to 6 m (at maturity) should be provided in private or secluded private open space greater than 25sqm in area. Planting to be provided along the length of any driveway. Where new building bulk visually impacts on adjoining dwellings, a landscaped vertical screen should be provided.	
Side and rear setbacks (A10 and B17)	None specified	This standard could be a limitation on development to 3 storeys (as permitted by the zone) on narrow lots, where upper floors are unable to achieve the required setbacks and have sufficient usable space. There is limited direction on Council's expectations for setbacks of dwellings at the rear of lots.
Walls on boundaries (A11 and B18)	None specified	
Private open space (A17 and B28)	An area of 40sqm, with one part of the private open space to consist of secluded private open space with a minimum area of 25sqm and a minimum dimension of 4m. Secluded private open space should not be in the front setback of a dwelling or residential building and should have convenient access from a living room.	VCAT has allowed SPOS in the front setback when deemed appropriate in the context of the specific site characteristics.
Front fence height (A20 and B32)	None specified	

Table 2: NRZ1 ResCode variations analysis

Clause 54/55 Requirement	Schedule variation	Commentary
Minimum Street Setback (A3 and B6)	None specified	The base variation applies, which would generally maintain the existing pattern of setbacks. Front setbacks, or marginal reductions to front setbacks have generally been observed on infill development.
Site coverage (A5 and B8)	The site area covered by buildings should not exceed 50%.	This variation from the base standard of 60% should result in greater spaciousness around new development, and enhanced space for landscaping. A review of sample developments indicates that 50% is achievable, however most of the balance of the site is generally used for driveway access, not landscaping.
Permeability (A6 and B9)	30%	This variation from the base standard of 20% is consistent with the desire to increase spaciousness and landscaping. However, based on a review of sample developments, it does not appear that this higher standard is being achieved. This is largely due to the predominant pattern of multi-unit development, where a long impermeable driveway along the boundary is used to access units, leaving limited space for landscaping. In addition, a review of aerial photography indicates that private open spaces are often paved or covered (this may occur sometime after the initial development), further reducing permeability.
Landscaping (B13)	A minimum of 2 medium sized trees of 6–12m (at maturity) should be provided in the front setback. A minimum of 1 small to medium sized tree up to 6m (at maturity) should be provided in private or secluded private open space. Planting to be provided along the length of any driveway. Where new building bulk visually impacts on adjoining dwellings, a landscaped vertical screen should be provided.	This variation only applies to more than one dwelling on a lot and provides greater specification for tree planting and landscaping than the base standard, and the GRZ and RGZ areas. It appears form a review of samples, that space is being provided (mainly due to front setback and open space requirements), but that the canopy trees at the scale required are not always present. This is particularly the case for trees in private open space, where subsequent homeowners may have paved or covered their courtyards.
Side and rear setbacks (A10 and B17)	None specified	The base standard applies, which requires a tiered setback depending on height of the proposed building. The absence of a variation also provides no direction on Council's expectations for setbacks (and as a result, heights) of dwellings at the rear of lots.
Walls on boundaries (A11 and B18)	None specified	The base standard applies, which limits boundary walls based on the length of lot. This is consistent with a desire to maintain a similar pattern of development.
Private open space (A17 and B28)	An area of 60sqm, with one part of the private open space to consist of secluded private open space with a minimum area of 40sqm and a minimum dimension of 5m. Secluded private open space should not be in the front	Elevated expectations for open space are generally resulting in more spaciousness around units, as compared to unit developments in the RGZ or GRZ, as indicated by a review of the sample developments.

Clause 54/55 Requirement	Schedule variation	Commentary
	setback of a dwelling or residential building and should have convenient access from a living room.	
Front fence height (A20 and B32)	None specified	The base standard applies (2m for streets in a Transport Zone 2 and 1.5m for all other streets). Where low or no fencing is a contributing feature of neighbourhood character, a variation may be suitable.

7.10 Summary of Character Type Observations from the Draft Neighbourhood Character Study (2019)

Character Type and Zone	Description
Character Type 1 identified areas in the RGZ, in and around key activity centres and transport nodes. These areas are nominated as appropriate for accommodating change, particularly in the form of higher density housing.	In the southern and central parts of the municipality, the areas are characterised by predominantly single to double storey detached dwellings from the 1950s-1970s, interspersed with more recent redevelopments of multi-storey and multi-dwelling developments. Block sizes within this Character Type are generally the most varied, demonstrating a history of subdivision and redevelopment over time. The original large backyards of many homes (a result of relatively deep blocks of 70m or so) have been subdivided and developed for a second or third dwelling on the lot, accessed via a side driveway. Streetscapes are varied in quality, with a mixture of landscaping treatments comprising grassed nature strips, and diverse street tree species. Key streetscape detail is found within the distinctive street patterns (comprising combination of linear and radial streetscapes around a central open space feature, such as Albert Crescent in St Albans). In the northern parts of the municipality, including around Watergardens, the predominant housing forms are more recent, streetscape patterns are less linear, streetscapes offer more enhanced landscaping, and housing forms include both detached housing and concentrated areas of attached units/townhouses. Fencing treatments are generally low or visually permeable, but are highly diverse, with little consistency. Street setbacks are generally consistent within back streets at approximately 5-7m, however are much more varied on main streets (where residential housing forms are more diverse, and where they mix with more commercial land uses).
Character Type 2 identified areas of **GRZ** where the character is consistent but is undergoing a transition consistent with an 'incremental change' zone.	This Character Type exhibits street patterns that are generally gridded. Lots from the original subdivision pattern are generous, ranging from 500m^2 to 650m^2, with some larger lots up to 1,000m^2. Lots are generally deeper than conventional lots in other parts of the municipality (for example, in the northern Character Types), Side setbacks are generous on one side, to provide for vehicle access to garages/carports located to the rear. Houses generally do not take up the full area of a lot, and rear gardens are generous, often comprising outbuildings. Built form generally dates from the 1950s to 1990s and comprises single or double storey detached housing of weatherboard, brick or rendered brick. Streets comprise standard grassed nature strips with low scale street tree planting (i.e., small-medium sized trees) of varying species. Front setbacks are generally consistent in each street, from 5-7m, with low scale front gardens (i.e., small-medium bushes and trees). Areas in the southern part of the municipality that are undergoing transition tend to include units and townhouses that make use of the generously proportioned lots, with access to units via a driveway down one side of the lot (or centrally located on larger developed lots). Redevelopment in the northern parts of the Character Type is limited, likely because the housing stock is relatively new.
Character Type 3 identified **GRZ** areas that comprise relatively recent development (post 2000s).	In Character Type 3, lot sizes and street patterns vary depending on the estate. In Sydenham, streets are gridded, and lots range from 400-600m^2. Around Watergardens, in Keilor Plains and Taylors Lakes, street patterns are curvilinear and lot sizes are larger, generally 650-800m^2. Housing forms comprise single and double storey detached housing of more contemporary designs. Front setbacks are generally consistent (4-5m), and side setbacks are minimal; the area is characterised by large houses that are built almost across the entire width of the lot. Front yards are well landscaped, and front fencing is generally absent. Garages tend to be a dominant feature of the front building façade. Redevelopment in this Character Type is limited, likely because the housing stock is relatively new. Street trees tend to be of more substantial scale in this Character Type than in the southern parts of the municipality, but of varied species.
Character Type 4 applies to Keilor Village, which is zoned	The area is bounded by the Calder Freeway has influenced the character of the area – the freeway alignment has created several irregular shaped lots with housing backing on to the freeway. The precinct wraps around the Joe Brown Recreation Reserve, with a combination of housing fronting onto and backing onto the reserve.

Character Type and Zone	Description
GRZ and exhibits unique characteristics.	The area can be described as landscape dominated as it comprises wide streetscapes, with broad lawn nature strips and large canopy trees. Dwellings are large, of 1–2 storeys, detached and located on large lots of 500 to 1000m2. Houses (and associated backyard treatments, such as swimming pools), occupy much of the block, and houses are generally built across the full width of the block, with small side setbacks. As such, high site coverage is considered a consistent character element, and there is limited opportunity for infill development in the form of additional dwellings to the rear of existing dwellings. Redevelopment in the area has taken the form of townhouse style development on larger lots and corner lots and redevelopment in the form of one for one replacement. Architectural styles range from 1970s brick veneer to contemporary brick dwellings, with some demonstrating historical architectural allusions. Dwellings are generally highly articulated with large windows to capture views and a mix of grand building forms and styles. Front and side fencing vary, with no fencing in areas, and some high (approximately 1.5-1.8m), fencing in other areas. The combination of wide landscaped streetscapes, large front setbacks (8-10m) and little to no fencing creates a sense of openness. The topography of the area is undulating, and as such, housing on the low side of streets is often set below street level, while housing on the high side is elevated with visible retaining walls and steep driveways. Front yards tend to be highly landscaped, with formal gardens and large trees and shrubs.
Character Type 5 applies to the River Valley Estate in Sunshine North, which is zoned **GRZ** and exhibits unique characteristics.	The River Valley estate land zoned GRZ undergoing development and therefore the character of the area is still emerging. The future character of the River Valley Estate is guided by the River Valley Estate Development Plan 2002 (approved by Council) which establishes a proposed subdivision layout that provides development outlook to the Maribyrnong River and various open space areas. The land is undulating, with steep inclines in places. The River Valley Estate Development Plan provides a design response at a subdivision level to address slope (i.e., alignment of roads, minimum lot sizes etc). Housing forms must be in accordance with the River Valley design guidelines that are listed on the title of each lot. The design guidelines seek to ensure that built form responds to the topography of the land and for low, permeable front fencing. Given the topography, benching of lots and use of retaining walls will be a defining characteristic of the area.
Character Type 6 applies to **NRZ** land in older parts of Brimbank, where change is limited to due to heritage constraints.	These precincts are generally grouped together given they are a similar era of development; 1900s to the 1970s. Dwellings predominantly consist of single storey detached brick, rendered concrete or weatherboard dwellings on 500-800m2 lots, with some 1000m2 lots. Dwellings are mostly constructed of light finishes and display various housing styles such as Edwardian, Federation and California Bungalow. Along Glengala Road there are areas of consistent red brick single detached dwellings, which contributes to a unique built form and sense of intact architectural character. Specific precincts consist of HOs that seek to protect heritage elements, which contribute to the overall neighbourhood character of the area. These precincts consist of several very noticeable new infill developments. New infill developments include townhouses and units, some of which present as single detached dwellings from the street, while others present as attached double storey townhouses. Front setbacks are generally consistent (approximately 5 to 10m). Some dwellings have less than 5m setbacks, which disrupt the streetscape rhythm. Front garden treatments and streetscape quality vary from low scale plantings (i.e., bushes and shrubs) to canopy trees. Areas consist of permeable front fences of various heights and are of brick, wood, or a metal finish. Garages and carports are generally set back from the dwelling façade and do not dominate the streetscape.
Character Type 7 identified broad areas of **NRZ**, where limited change is proposed due to the remoteness of the area from transport and services.	This Character Type grouped together precincts of similar era of development (generally from the 1970s to 2000s). Existing housing types vary, with 1–2 storey attached and detached dwellings the predominant type, but with small-lot housing in the form of townhouses emerging in places. As such, lot sizes range from less than 300m2 to 1700m2. Higher site coverage and narrow side setbacks contribute to a built form dominated character. Dwellings generally have a higher site coverage compared to Character Types representing older eras of development and consist of narrow side setbacks with some walls on boundaries. Front setbacks of developments built in the 1970s to 1990s conform to approximately 5-7m, while those built in the 2000s have shorter setbacks of approximately 3-4m.

Character Type and Zone	Description
	Single or double attached garages, which are in line with or forward of the dwelling façade are common. Precincts vary in front fence treatments. Developments within the 1990s to 2000s generally lack front fences, which assists in softening the built form dominated character. Where front fences are constructed, (predominantly within areas built in the 1980s), these are generally low and/or permeable. Some higher front fences are evident in some areas, which disrupt the streetscape rhythm. 2000s era developments front public open spaces and include balconies providing active interfaces.
Character Type 8 applies to a discrete area in Keilor, which is zoned **NRZ** and exhibits unique characteristics.	A small Character Type comprising dwellings along Petrik Drive, displaying a landscape dominated character and distinct subdivision pattern of large lots ranging from 1400 to 2700m2. The area is characterised by slope responsive built form and highly vegetated streetscapes consisting of canopy trees and well-maintained and manicured front gardens with mature vegetation. The area has varied architectural styles and roofs, with some dwellings displaying historical allusions (e.g., Queen Anne) or contemporary dwellings with flat roofs and neutral finishes (i.e., greys and whites). Dwellings are generally highly articulated with large windows. Garages tend to be discretely located behind the front façade of the dwelling. The absence of fencing contributes to the spacious open setting and landscape dominated character. Where fencing exists, it tends to disrupt the streetscape rhythm.
Character Type 9 applies to a discrete area in Keilor, which is zoned **NRZ** and exhibits unique characteristics.	This Character Type is landscape dominated as reflected in the slope responsive built form and highly vegetated streetscapes consisting of canopy trees and well-maintained manicured front gardens. The area is characterised by 1–2 storey detached dwellings on a range of lots from 300 to 3900m2. However, most lots are 500 to 650m2. Architectural styles range from 1970s brick veneer to contemporary brick dwellings, with some demonstrating historical architectural allusions (e.g., incorporating Queen Anne features into the facade). Dwellings are generally highly articulated with large windows and a mix of grand building forms and styles. Front fences are generally constructed of various types and materials. Dwellings often lack front fences, which contributes to a sense of spaciousness. Where front fences exist, these are generally low and/or permeable, which contribute to the spacious garden setting. Garage and carport treatments vary but generally do not dominate the streetscape. Front setbacks vary between 5-10m. There are a limited number of dwellings with walls on boundaries along garage walls, which disrupt the streetscape and built form rhythm.
Character Type 10 applies to the River Valley Estate in Sunshine North, which is zoned **NRZ** and exhibits unique characteristics.	Contemporary development on sloping lots that are predominantly 400 to 650m2 in size. Landscape features such as the Maribyrnong River, the Quarry Lake and indigenous canopy trees contribute to the landscape character of the precinct. Steps and retaining walls are key features of the River Valley Estate given the topography. The area is generally built form dominated with narrow side and front setbacks, which contribute to the lack of front gardens and vegetation within private lots. Dwellings are generally between 1-3 storey single detached dwellings with varying roof styles consisting of tiled hipped and flat roofs. Dwellings are generally highly articulated with large windows. Balconies and neutral to dark tones such as white, grey, and black are common. Generally, there is no front fencing. Where front fences exist, these vary in height from low to high and are constructed of rendered concrete or metal. The area comprises consistent street tree plantings.
Character Type 11 applies to an area in northern Brimbank, which is zoned **NRZ** and identified for limited change.	This Character Type is characterised by large scale single to double storey dwellings on large lots predominantly ranging from 500 to 2600m2, which contribute to its built form dominated character. Narrow side setbacks of approximately 2m or less and walls on boundaries are common. Driveways and single to double attached garages, which are in line with or forward of the dwelling façade are common. The large scale built form is softened by well-maintained and highly vegetated front gardens consisting of low scale plantings. Vegetated front gardens, consistent street tree plantings and the absence of front fencing assist in softening the built form character and contributes to a spacious garden setting. Shorter streets such as courts generally lack footpaths and are narrower in width. Dwellings display various roof styles such as tiled hip, gable, flat and shed roofs. Architectural styles and materials typically consist of red brick or rendered concrete with light finishes such as cream or white. Some dwellings demonstrate historical architectural allusions (e.g., incorporating Queen Anne features into the facade).

7.11 Major Redevelopment Sites with Apartments

Address	Suburb	Apts	Street type	Zone	Overlay(s)	Nearby attractions (walking distance)
21A Foundry Rd	Sunshine	229	Inner activity centre connector road (through large parking lots)	ACZ1	EAO, DCPO1	Albion Station (11 min); Sunshine Station (14 min); Sunshine Marketplace (1 min); Sunshine Plaza Shopping Centre (7 min); local cafes and restaurants (5 min); Victoria University: Sunshine Campus (6 min)
265 Duke St	Sunshine North	176	Connector road through an undeveloped area	C1Z	DPO3, DCPO2	Duke Street Reserve (8 min); Maribyrnong River (11 min); local shops, services and restaurants (7–10 minutes)
15-19 Service St	Sunshine	120	Local road (branching off a high street)	ACZ1	EAO, SBO, DCPO1	Sunshine Station (10 min); Bus routes (216, 220, 400, 408, 420, 422, 426, 427, 428, 429, 456, 471, 903, 941, 942) (6 min); Sunshine Plaza Shopping Centre (3 min); Sunshine Marketplace (5 min); local shops, services and restaurants (3-5 min); Sunshine Leisure Centre (3 min); Sunvale Community Park (3 min); childcare centre (5 min)
439-443 Ballarat Rd	Sunshine	75	Arterial road	ACZ1	EAO, DCPO1	Albion Station (17 min); Bus routes (215, 220, 941, 942) (7 min); Dempster Park (7 min); Victoria University: Sunshine Campus (2 min); childcare centres (3–10 min); aged care facility (11 min); Sunshine Marketplace (15 min); Sunshine Plaza (15 min)
342 Sydenham Rd	Sydenham	74	Connector road	RGZ1	DCPO2	Watergardens Station (7 min); Bus routes (419, 420, 421, 425, 476) (7 min); Watergardens Shopping Centre (20 min); Rose Hedge Reserve and playground (9 min); Profita Avenue Reserve (12 min); childcare centre (2 min); aged care facility (2 min)
13 West Esplanade	St Albans	55	Local road	RGZ1	DDO9, DCPO2	St Albans Station (5 min); Bus routes (408, 418, 419, 421, 423, 424, 425) (5 min); West Esplanade Reserve and Playground (1 min); McKechnie Reserve (7 min); shops, services and restaurants (5–10 min); St Albans Primary School (5 min)
19 Albert Crescent	St Albans	53	Local road	RGZ1	DDO9, DCPO2	St Albans Station (8–10 min); Bus routes (408, 418, 419, 421, 423, 424, 425) (8-10 min); West Esplanade Reserve and Playground (3 min); McKechnie Reserve (10 min); shops, services and restaurants (8–12 min); St Albans Primary School (4 min)
22-24 Talmage St	Albion	46	Local road	GRZ1	HO77, DCPO2	Albion Station (7 min); Bus routes (426, 456) (4 min); Sunshine Marketplace (10–15 min); Barclay Reserve (3 min); childcare centre (6 min)

Address	Suburb	Apts	Street type	Zone	Overlay(s)	Nearby attractions (walking distance)
32-36 Sun Crescent	Sunshine	44	Connector road	ACZ1	EAO, DCPO1	Sunshine Station (5 min); Bus routes (216, 220, 400, 408, 420, 422, 426, 427, 428, 429, 456, 471, 903, 941, 942) (10 min); shops, services and cafes (5–15 min); Sunshine Marketplace (10 min); Chaplin Reserve (5 min); Kororoit Creek Trail (5 min); RT Pollard Gardens (6 min); Sunshine Primary School (10 min); Sunshine Secondary College (7 minutes)
13 Marsden Crescent	St Albans	43	Local road	RGZ1	DDO9, DCPO2	St Albans Station (5 min); Bus routes (408, 418, 419, 421, 423, 424, 425) (5 min); shops, services and cafes (5–10 minutes); McKechnie Reserve (4 min); Errington Reserve (7 min); Rita Street Reserve (14 min)
541-547 Melton Hwy	Sydenham	36	Connector road	GRZ1	DCPO2	Watergardens Station (18 min); Bus routes (425, 460, 462, 463, 943) (4 min); Watergardens Shopping Centre (18 min); local shops, services and restaurants (4 min); aged care facility (8 min); childcare centre (10 min); Sydenham Hillside Primary School (14 min)
40-42 Glendenning St	St Albans	33	Local road	RGZ1	DDO9, DCPO2	St Albans Station (6 min); local restaurants, stores and services (2 min); McKechnie Reserve (6 min); Rita Street Reserve (8 min); Protected Native Grassland Reserve (8 min); Victoria University: St Albans Campus (17 min); St Albans Primary School (9 min)
64-66 Station Pl	Sunshine	29	Connector road (in activity centre)	ACZ1	DCPO1	Sunshine Station (2 min); Bus routes (216, 220, 400, 408, 420, 422, 426, 427, 428, 429, 456, 471, 903, 941, 942) (1 min); shops, cafes and restaurants (1 min); Sunshine Shopping Plaza (10 min); Chaplin Reserve (12 min); K Wheelahan Gardens (9 min); Sunshine Primary School (7 min)
23 Victoria Crescent	St Albans	27	Local road	C1Z	DDO9, DCPO2	St Albans Station (6 min); Bus routes (418, 421) (3 min); shops, services and restaurants (3–5 min); St Albans Primary School (6 min); St Albans Secondary College (14 min); Huart Reserve (3 min); Errington Reserve (10 min); McKechnie Reserve (10 min)
36 East Esplanade	St Albans	25	Connector road	C1Z	DDO9, DCPO2	St Albans Station (6 min); Bus routes (418, 421) (5 min); shops, services and restaurants (3–5 min); St Albans Primary School (5 min); St Albans Secondary College (14 min); Huart Reserve (1 min); Errington Reserve (10 min); McKechnie Reserve (9 min)
87-91 Main Rd W	St Albans	10	Connector road	C1Z	DDO9, DCPO2	St Albans Station (4 min); Bus routes (424, 425) (3 min); shops, services and restaurants (1–5 min); St Albans Primary School (9 min); St Albans Secondary College (12 min); Victoria University: St Albans Campus (17 min); McKechnie Reserve (6 min); Errington Reserve (8 min); Protected Native Grassland Reserve (10 min)

Address	Suburb	Apts	Street type	Zone	Overlay(s)	Nearby attractions (walking distance)
21 Albert Crescent	St Albans	19	Local road	RGZ1	DDO9, DCPO2	St Albans Station (8 min); Bus routes (408, 418, 419, 421, 423, 424, 425) (8 min); West Esplanade Reserve and Playground (3 min); McKechnie Reserve (10 min); shops, services and restaurants (8–12 min); St Albans Primary School (3 min)
115 Main Rd W	St Albans	16	Connector road	RGZ1	DDO9, DCPO2	St Albans Station (5 min); Bus routes (424, 425) (1 min); shops, services and restaurants (1–5 min); St Albans Primary School (9 min); St Albans Secondary College (14 min); Victoria University: St Albans Campus (19 min); McKechnie Reserve (7 min); Errington Reserve (10 min); Protected Native Grassland Reserve (9 min)
507 Ballarat Rd	Albion	15	Arterial road	ACZ1	DCPO1	Albion Station (2 min); Bus routes (426, 456) (1 min); Sunshine Marketplace (11 min); Albion Primary School (4 min); Barclay Reserve (9 min); Victoria University: Sunshine Campus (13 min); childcare centre (12 min)
21 Station Pl	Sunshine	14	Local road	GRZ1	DCPO2	Sunshine Station (3 min); Bus routes (216, 220, 400, 408, 420, 422, 426, 427, 428, 429, 456, 471, 903, 941, 942) (4 min); Sunshine Plaza Shopping Centre (13 min); Sunshine Marketplace (11 min); local shops, services and restaurants (8–10 min); Dickson Street Reserve (8 min); K Wheelahan Gardens (9 min); Sunshine Leisure Centre (8 min); Sunshine Primary School (10 min); childcare centre (12 min); aged care (6 min)
12-14 George St	Sunshine	12	Local road	ACZ1	DCPO1	Sunshine Station (10 min); Bus routes (216, 220, 400, 408, 420, 422, 426, 427, 428, 429, 456, 471, 903, 941, 942) (7 min); Sunshine Plaza Shopping Centre (4 min); Sunshine Marketplace (5 min); local shops, services and restaurants (4–5 min); Sunvale Community Park (3 min); Sunshine Leisure Centre (3 min); childcare centre (5 min); aged care centre (5 min)
9 Pecks Rd	Sydenham	11	Local road	RGZ1	DCPO1	Watergardens Station (8 min); Bus routes (421, 425, 460, 461, 476, 943) (9 min); Watergardens Shopping Centre (13 min); aged care facility (5 min); childcare centre (1 min); Sydenham Hillside Primary School (15 min); Stagecoach Reserve (9 min)
104-106 Phoenix St	Sunshine North	10	Local road	RGZ1	SBO, DCPO2	Albion Station (12 min); Bus route (215, 903, 941) (4–5 min); big box stores (1 min); local shops and services (10 min); Victoria University: Sunshine Campus (1 min); Sunshine North Primary School (10 min); Phoenix Street Reserve (1 min); Dempster Park (6 min); childcare centre (1 min)
67-69 Cornwall Rd	Sunshine	10	Connector road	GRZ1	DCPO2	Sunshine Station (12 min); Bus routes (216, 220, 400, 408, 420, 422, 426, 427, 428, 429, 456, 471, 903, 941, 942) (11 min); Sunshine Plaza Shopping Centre (14 min); local shops, services and restaurants (11–15 min); K Wheelahan Gardens (5 min); Dickson Street

Address	Suburb	Apts	Street type	Zone	Overlay(s)	Nearby attractions (walking distance)
						Reserve (3 min); East Sunshine Kindergarten (6 min); Sunshine Primary School (17 min); childcare (8 min); aged care (11 min)

7.12 VCAT Analysis

	84 Power Street, ST ALBANS
Date	14 Dec 2017
VCAT Citation	Bullion Constructions Pty Ltd v Brimbank CC [2017] VCAT 2097
Description of Proposal	Construction of five double storey dwellings in 'reverse living' format
Outcome	Decision of the Responsible Authority is affirmed. No permit is granted.
Applicable Zones/Overlays	RGZ1
Key Points	Council refused the application on the basis that "*the development will result in significant social effects in the area due to a loss of community cohesion, breakdown of social interaction and community resilience, and negative impacts on the physical health and mental wellbeing of existing long-term residents".* Council notes that *"the long term residents in the area have a right to stay and the transition between their homes and any new development should be gradual, not extreme. Longer term members of the community should not be detrimentally affected by new development."*
VCAT Findings	VCAT did not give weight to Council's ground of refusal but refused the permit on range of factors relating to landscaping, visual bulk to adjoining properties and internal amenity. VCAT finds that: that the proposal fails to provide an acceptable landscaping, visual bulk to adjoining properties, and internal amenity response. an appropriate balance must be struck between the competing policies of the Planning Scheme. the 'reverse living' format results in poor internal amenity, excessive screening and overlooking concerns. the proposal provides an inadequate response to the design guidelines of Clause 55.04-6 - *overlooking*. The limited landscaping does not achieve the RGZ1 landscaping requirements along the length of the driveway the built form near the eastern boundary visually impacts on the adjoining property and that the proposed landscaping is not in accordance with the RGZ1.

	7 Brisbane Street, ALBION
Date	24 Jan 2018
VCAT Citation	Tabone v Brimbank CC [2018] VCAT 100
Description of Proposal	Construction of three two storey dwellings.
Outcome	Decision of the Responsible Authority is affirmed. No permit is granted.
Applicable Zones/Overlays	GRZ1
Key Points	Council considered the proposal inconsistent with Clause 21.07 as it does not respect the existing or preferred neighbourhood character. Particularly siting, setbacks, design detail, open character/single storey scale and rear backyards landscape character. Council was concerned that the second storey at the rear was unacceptable, and that insufficient space was provided for landscaping and canopy trees in secluded private open space. Council expresses that whilst the development complies with Standard B17 it still presents an unacceptable visual bulk to its neighbours (VCAT accepted this position).
VCAT Findings	> VCAT notes that there is no direction regarding whether two storey dwellings at the rear of properties are encouraged or acceptable. But agreed that the massing to the rear was excessive on neighbourhood character grounds. VCAT raises issues with matters of visual bulk and neighbourhood character. > VCAT did not support Council's concern about lack of landscaping. VCAT noted Council cannot reasonably say that open space areas that comply with the scheme fail to provide an adequate landscaping area. > VCAT also acknowledged the inevitable outcome of encouraging more dwellings within established neighbourhoods would be less canopy vegetation within private properties. Canopy landscaping in and around multiple dwelling developments is usually provided in the front setback, along the driveways and towards the rear of developments. It is less often provided within small areas of private open space.

	63 Derrimut Street ALBION
Date	27 May 2019
VCAT Citation	Black T Small Footprint 21 Pty Ltd v Brimbank CC [2019] VCAT 881
Description of Proposal	Construction of five 2-storey dwellings
Outcome	Decision of the Responsible Authority is affirmed. No permit is granted
Applicable Zones/Overlays	GRZ1
Key Points	Council identified that the character of the neighbourhood is changing from older traditional single storey detached dwellings to modern contemporary townhouse styles, resulting in a mix in neighbourhood character. Council submission noted that in the absence of a neighbourhood character strategy/study that a decision must look at the existing neighbourhood context.
VCAT Findings	> VCAT decision relates primarily to whether or not the design has acceptable regard to neighbourhood character and notes that there is nothing specific in the planning scheme in respect to neighbourhood character in Albion. > VCAT notes that it is more than just a built form response when you are constructing dwellings with two frontages. > Visitor car parking is to be considered in respect to the ultimate usage, equitable usage and the affect any additional car parking will have on the neighbourhood character of an area. > VCAT addresses that whilst technical compliance with variation to standard B29 might not be met, there is still a need to consider the usability of the space that has been created. > VCAT considers that there needs to be further thought given to side fencing, private open space, and landscaping.

	47 Derrimut Street, ALBION
Date	18 October 2019
VCAT Citation	Black T Small Footprint Pty Ltd v Brimbank CC [2019] VCAT 1621
Description of Proposal	Construction of five two storey dwellings
Outcome	Decision of the Responsible Authority is set aside. A permit is granted.
Applicable Zones/Overlays	GRZ1
Key Points	Council considers that the proposal is out of character with the area with regard to scale, built form, bulk, density, materials, finishes, number of crossovers, amount of hard surface across the frontages of the site, and lack of trees. Council finds that the development is not respectful of the Garden City suburb established by HV McKay which has a detrimental impact on the streetscape. Council notes that the proposal does not satisfy the objectives, strategies and policies of Clause 21.07-3 as it does not integrate with the surrounding environment and detracts from the streetscape in terms of building design, height and massing. Council considers that the proposal does not meet the objectives and standards of Clause 55, specifically standard B1 – Neighbourhood character, standard B6 – Street setback, standard B29 – Solar access to open space and standard B32 – Design detail and is an overdevelopment of the land. The Albion and Ardeer Community Club Inc. support Council's decision and note that the development is not suitably sensitive to the special characteristics of the area.
VCAT Findings	> VCAT notes that the Brimbank Planning Scheme contains no specific local neighbourhood character policies that would assist in considering how development should respond to its context, both physical and policy. > VCAT references that Clause 21.07-3 outlines the key elements that contribute to the existing neighbourhood character being building setbacks, colours and finishes, design detail and the landscaped setting. > VCAT notes that " The proposal will no doubt look different to what currently exists in this part of Albion. However, looking different does not make it unreasonable" > VCAT considers that the Planning Scheme provides little guidance to assist developers and residents on what respectful redevelopment would look like.

	19 Burrowye Crescent TAYLORS LAKES
Date	22 July 2020
VCAT Citation	Kropf v Brimbank CC [2020] VCAT 941
Description of Proposal	Construction of five double storey dwellings.
Outcome	Decision of Council affirmed; no permit granted.
Applicable Zones/Overlays	NRZ1, SBO
Key Points	Council took issue with the lack of side setbacks proposed accessibility of the car spaces and aspects of internal amenity.
VCAT Findings	> VCAT affirmed the refusal, taking issue with the siting of some of the dwellings, the lack of landscaping and several habitable rooms reliant on skylights. VCAT did not agree with Council's focus on the issue of setbacks. > Notes that there is no policy guidance of what is meant by limited change in the NRZ1, and notes that the neighbourhood character of the areas is mixed. > VCAT noted that Council policy requiring 'protection' of neighbourhood character is quite strong, and references other parts of the Planning Scheme that requires 'respect' for neighbourhood character (the purpose of the zone and Clause 55).

	63 Derrimut Street ALBION
Date	11 November 2020
VCAT Citation	Black T/Small Footprint Pty Ltd v Brimbank CC [2020] VCAT 1262
Description of Proposal	Construction of five double storey dwellings.
Outcome	Decision of Council affirmed; no permit granted.
Applicable Zones/Overlays	GRZ1
Key Points	Council refused on the grounds of failure to respond to the neighbourhood character of the area, unacceptable proposed car parking arrangements, and impacts on the amenity of the adjoining properties. Specifically, Council is critical of the extent of the dwelling form and length, use of parapet walls and flat roofs and articulation and massing of built form to the street. Council notes that the proposal fails to address Standard B29 in respect to solar access.
VCAT Findings	> Drawing on Clause 15.01-5S, the purposes of GRZ1 (which varies Clause 55) and Clause 21.07-3, VCAT found that while the construction of more than one dwelling on the site was supported by planning policy, the proposal failed to respect the neighbourhood character of the area. > VCAT were critical of the proposal to create indented parking bays within the road reserve, the useability of private open space and a lack of detail with respect to shadow diagrams.

	1 Wood Street, DEER PARK
Date	11 January 2021
VCAT Citation	Canterlever Construction Pty Ltd v Brimbank CC [2021] VCAT 19
Description of Proposal	Construction of seven two and three bedroom dwellings sited one behind the other. Reverse living arrangement (except Unit 7).
Outcome	Decision of Council affirmed; no permit granted.
Applicable Zones/Overlays	RGZ1
Key Points	Council refused due to limited landscaping opportunities that fail to compensate for increased density and reduced amenity for residents in area due to increased traffic, built form and lack of landscaping. Including greater site coverage, building surface area and demand for energy consumption.
VCAT Findings	> VCAT found proposal had not struck an acceptable balance between objectives for increased housing intensification and policies that ask for development that respond to an area's context and character, and which also achieve high quality, innovative, and site responsive design outcomes. VCAT notes issues with lack of landscaping, reliance on windows and screens to prevent overlooking, and visual bulk. > VCAT notes that in reading the planning scheme policies, controls and provisions including the varied Clause 55 standards and decision guidelines in RGZ1, that these collectively emphasise the importance of high quality urban design, buildings, and better landscaping outcomes. > VCAT notes that standard B13 in the RGZ1 is not achieved and would not mitigate the effect of building bulk.

	1 Neimur Avenue, DEER PARK
Date	10 June 2021
VCAT Citation	I and F Investments Pty Ltd v Brimbank CC [2021] VCAT 603
Description of Proposal	Construction of 6 double storey dwellings.
Outcome	Decision of Council set aside; permit granted.
Applicable Zones/Overlays	RGZ1
Key Points	Council refused on matters of neighbourhood character – scale, setbacks, and insufficient room for canopy tree. Council refused on grounds that front setback did not comply with Standard B6 of Clause 55. Applicant claimed Council refused due to pressure from residents who are not happy with Council's strategic decision to place this land in the Residential Growth Zone. Council notes that not all RGZ1 areas are equal, with RGZ1 in or abutting activity centres able to achieve a greater level of change, and a lesser level of change closer to the 'residential hinterland'.
VCAT Findings	> VCAT disagreed that the location is not appropriate for the scale of development proposed. VCAT noted Council's expectation of graduated change within the RGZ is not clearly articulated in Clauses 21.04 and 21.07. However, VCAT did consider aspects of character in assessing the application due to the presence of a preferred character statement for the RGZ in at Clause 21.07-3.

	29 Poole Street, DEER PARK
Date	29 Nov 2021
VCAT Citation	Pisano v Brimbank CC [2021] VCAT 1412
Description of Proposal	Construction of five three-storey dwellings in a 'reverse living' format.
Outcome	Decision of Council set aside; permit granted subject to conditions
Applicable Zones/Overlays	RGZ1
Key Points	Council refused the application on ResCode grounds, particularly solar access, setbacks, scale, and visual impact on street. Council submits that the proposal will have an overbearing and visually intrusive form to the street.
VCAT Findings	> VCAT found that the scale was acceptable, noting the RGZ anticipates change to the character of the area. VCAT noted that scale transitions are relevant only at the interface of different zones, not adjoining properties (as per RGZ1 decision guidelines). > Minor variations to Clause 55 setback standards were considered acceptable in the context of the design. > VCAT dismissed concerns about lack of housing diversity and the inability of reverse living to accommodate people of varied abilities on the basis that the dwelling diversity clause of ResCode does not apply to development of fewer than 10 dwellings.

Other VCAT cases reviewed but not cited in this Background Report:

Case	Neighbourhood Character Issues Considered
Gorgievski v Brimbank CC [2018] VCAT 635	Landscape character, building bulk and scale.
Gulabovski v Brimbank CC [2019] VCAT 454	Built form character, streetscape character and rhythm.
RSMG Investments Pty Ltd v Brimbank CC [2019] VCAT 756	Setbacks, landscaping.
Nguyen v Brimbank CC [2019] VCAT 935	Setbacks, scale, form and building bulk.
PBG Real Estate Holdings Pty Ltd v Brimbank CC [2019] VCAT 1303	Building bulk, side setbacks, landscaping, streetscape character, articulation, design details (roofing).
Panorama Investment (Albanvale) Pty Ltd v Brimbank CC [2020] VCAT 859	Design details, setbacks, building articulation.
Riva Ridge Pty Ltd v Brimbank CC [2020] VCAT 1342	Form and building bulk, design details (walls and roofing), streetscape character and building articulation.
CitiWest Constructions Pty Ltd v Brimbank CC [2021] VCAT 363	Siting, setbacks, design detail, landscaping.
P & H Group Enterprises Pty Ltd v Brimbank CC [2021] VCAT 400	Building scale, massing and articulation; setback; streetscape character and rhythm.
35 West Esplanade Pty Ltd v Brimbank CC [2021] VCAT 433	Building scale and bulk, landscaping, front setback, driveway siting and scale (limits landscaping).
Lieu v Brimbank CC [2021] VCAT 611	Built form, massing and scale; setbacks; streetscape character.
Pegan v Brimbank CC [2021] VCAT 687	Siting, scale, vehicle access, streetscape character and rhythm.
Minalex Enterprises Pty Ltd v Brimbank CC [2021] VCAT 924	Building scale, setbacks, landscaping, streetscape character and rhythm.
Sunshine Vale Pty Ltd v Brimbank CC [2021] VCAT 1058	Landscaping, maintenance.
JBHcom Pty Ltd v Brimbank CC [2022] VCAT 270	Building form and bulk, setbacks, design details, landscaping.
Planning and Design v Brimbank CC [2022] VCAT 256	Visual bulk and massing, setbacks, materials and finishes.
Wilkin v Brimbank CC [2022] VCAT 791	Landscape character, front setbacks, building bulk and scale.
Nguyen v Brimbank CC [2022] VCAT 831	Setbacks, design details.

7.13 Suburb Profiles

The following contains site observations across all 19 residential suburbs.

Calder Park, Brooklyn, Keilor East and Tullamarine are employment-based suburbs and were not observed for neighbourhood character. Keilor North falls outside of the Urban Growth Boundary and was not observed for neighbourhood character either.

Albanvale

Zones and Overlay Plans

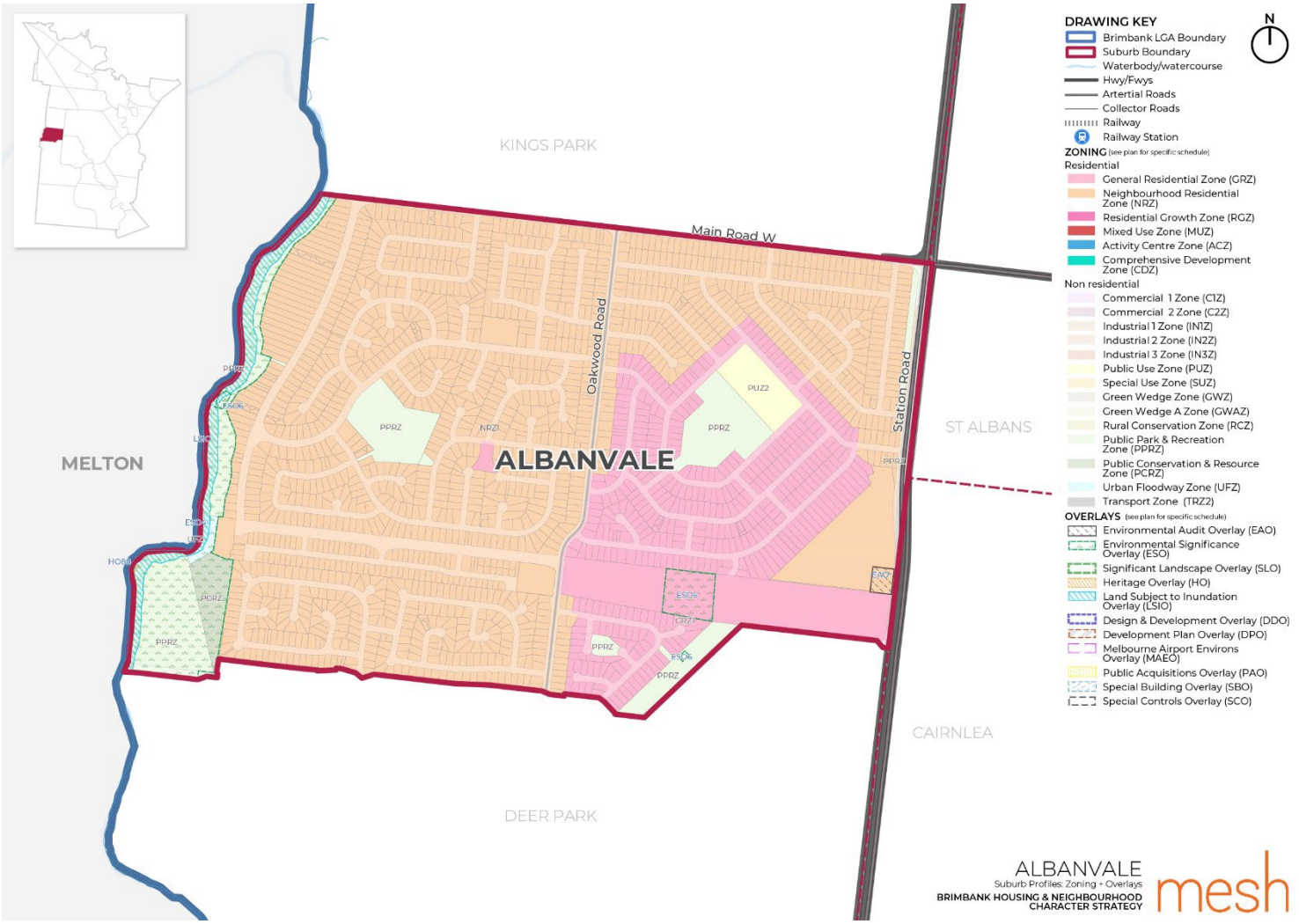


Figure 22: Albanvale - (Left) Dwellings along Opie Road. (Centre) Contemporary development adjoining McCann Drive. (Right) A typical dwelling in Albanvale.







Existing Suburb Character Description

Predominately single storey detached dwellings. Traditional dwelling stock has similar architectural styles, roofing and colour selection. Dwellings feature large open windows, often with roller shutters. The material of dwellings is primarily brick, in brown, orange and cream colours.

Moderate front setbacks are consistent and allow for a mix of landscaping and vehicle access and/or parking

Front gardens are typically informally landscaped with low scale planting and expanses of lawn.

The street network is varied, and often includes court bowls. Streetscapes have footpaths on both sides of the road. New street tree plantings are evident throughout and will increase canopy coverage in the future, contributing to greening the suburb. Medium height and permeable front fences typically line the street, separating the private and public realm.

Large scale contemporary infill development exists along Albanvale Drive in the south, but there is otherwise limited infill development on local streets. There are few vacant sites within the local street network and a very large vacant site in the south that adjoins Brimbank Shopping Centre. Brimbank Shopping Centre straddles the southern boundary with limited pedestrian connectivity to residential areas to the north and west.

Suburb Contributors and Threats

Contributors

- **Consistency of siting, setbacks and site coverage:** Moderate front setbacks throughout.
- **Consistent, complementary colours and materials:** Predominately brick in orange, brown and cream.
- **Vegetation and landscaping:** New street tree planting.

Threats

- **Excessive bulk or height:** Visual bulk of contemporary development in the south.
- **Dominant vehicle access and parking:** Car access and parking within front setbacks.
- **Inadequate landscaping:** Impacted front garden landscaping as a result of car access and parking.
- **Change in materiality or style:** Dominant use of roller shutters throughout.

Neighbourhood Character Features

Table 3: Albanvale Neighbourhood Character Feature Observations

Features for Assessment		Neighbourhood Feature Observations
Pattern of Development	**Locations, transitions & boundaries**	• Active residential interface to Main Road West and Kings Park in the north. • Vegetated landscape strip screens back of fence interface to Station Road. • Kororoit Creek extends along the full western boundary.
	Private & public realm landscaping	• Limited established street trees; new street tree planting evident throughout. • Minimal front garden planting; typically only lawn with some low-rise plantings. • Landscaping is impacted by driveways and vehicle parking. • Some canopy coverage in front and rear gardens.
	Street alignment, type & proportions	• Curvilinear street network. • Court bowls are prominent in the west. • Wide streets throughout allow on-street parking, on both sides of the road. • Indented parking bays along McCann Drive, Isabella Court and Albanvale Drive.

Features for Assessment		Neighbourhood Feature Observations
Built Form Scale and Character	**Setbacks & site coverage**	• Predominately moderate front and side setbacks. • Generous setbacks are typical for dwellings at the end of a court. • Larger site coverage and built form bulk on the lot typically results in minimal side setbacks. • Minimal setbacks are typical as part of large scale contemporary infill development in the south.
	Building types & height	• Low rise, predominately single storey detached dwellings. • Double storey detached dwellings and attached townhouses as part of southern large scale infill development. • 2000s era townhouse and unit development along Opie Road.
	Lot size	• Predominately 500–650sqm. • 1000sqm adjoining Kororoit Creek.
	Fencing height, materiality, finish & transparency	• Front fencing is common throughout. • Predominately low to medium height and permeable. • Typically metal 'pool style' or brick materials in various colours. • Contemporary infill dwellings typically have no front fences.
	Garages, carports, crossovers, access & car parking	• A mixture of carports and integrated garages. • Side setbacks provide vehicle parking and access for most dwellings. • A mixture of double and single crossovers. Contemporary infill development in the south has double crossovers. • Rear access to dwellings as part of large scale contemporary infill development in the south.
Architectural Styles and Roof Styles	**Era of development**	• Predominately 1980s era. • Contemporary infill development adjoining McCann Drive. • Limited amount of contemporary infill development within broader suburb. *Example: Evergreen Avenue and Guest Avenue.*
	Building materiality & quality	• Predominately brick dwellings of orange, brown and cream colours. • Carports typically of Colorbond steel that matches the dwelling colour palette. • High levels of dwelling quality. • Some instances of reduced maintenance to dwellings. • Dominant use of roller shutters throughout.
	Roof styles, materials & colours	• Predominately hip style roofs. • Some instances of gable style roofs. • Garages and carports typically feature flat roofs. • Mixture of roof colours. Predominately tile materials. • Eaves are common single storey dwellings. • Limited instances of solar panels on roofs.
Notable Features	**Details of the footpath & street**	• Pedestrian paths on both sides of the street. • Pedestrian paths on a single side of the street as part of large scale infill development in the south. • Pedestrian paths connect to open spaces via laneway access. • Shared user path along Kororoit Creek along the rear of dwellings.

Albion

Zones and Overlay Plan

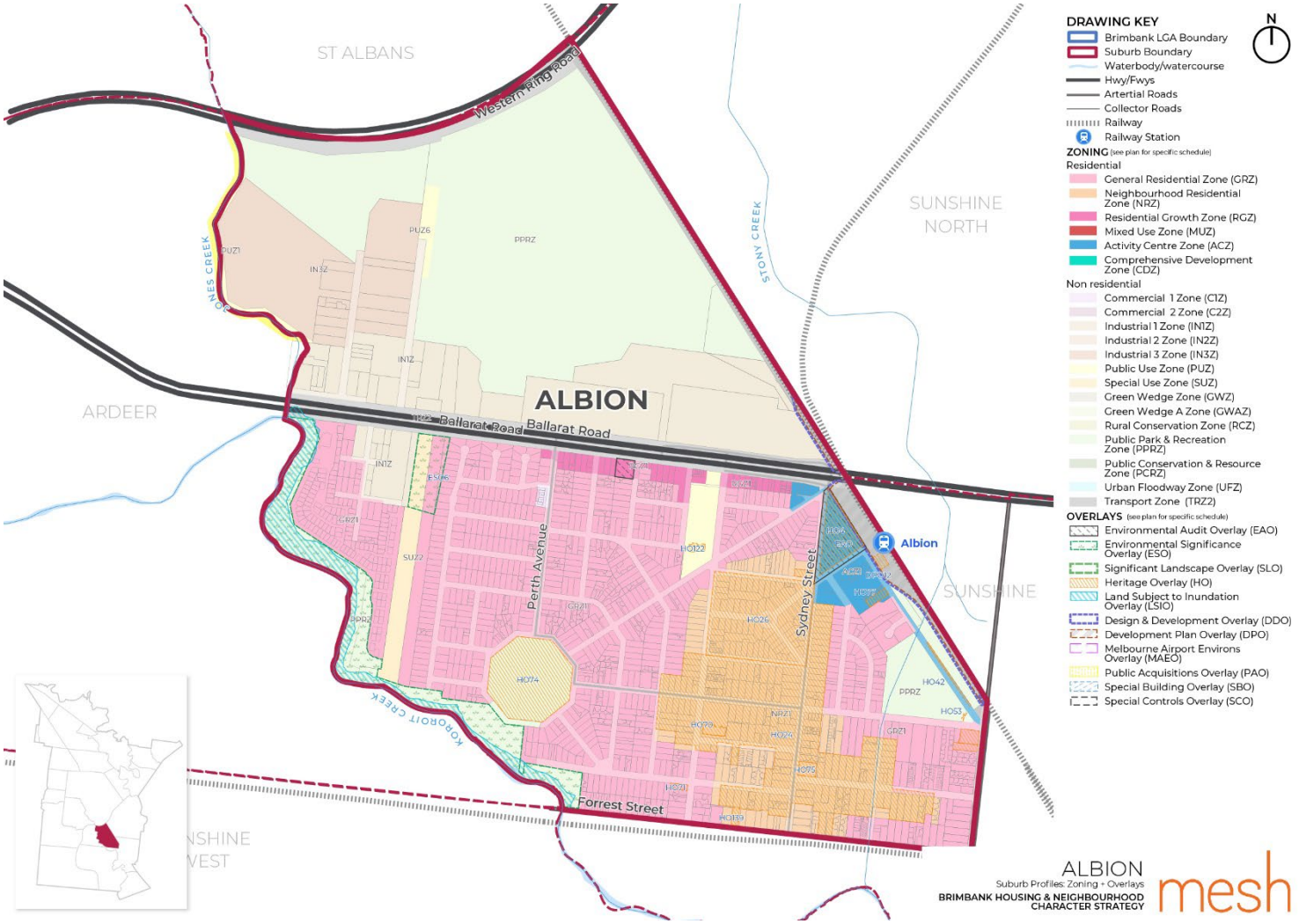


Figure 23: Albion - (Left) Heritage dwellings along Coolamon Street. (Centre) Contemporary development along Talmage Street. (Right) Streetscape improvement works along Burnewang Street.







Existing Suburb Character Description

Predominately residential with a mixture of housing styles and eras that generally have similar building materials, finishes and roof styles. Various heritage overlays protect both dwellings and the broader subdivision pattern, including the War Services Home Estate (HO26) and McKay Housing Estates (HO24). Heritage dwellings are typically constructed of weatherboard, in muted tones.

Dwellings not protected by heritage overlays often employ heritage design features, creating a sense of cohesion between new and older developments.

Flat topography and an unconventional grid street network allow for sight lines and strong pedestrian connectivity to open space and Kororoit Creek.

Contemporary infill development is occurring in close proximity to Albion Station. The Sunshine National Employment and Innovation Cluster identifies the Albion Station Precinct as an area for intensification and highlights several sites for major redevelopment and denser housing forms.

Albion includes two education facilities and various active recreation opportunities including baseball, tennis, cricket and lawn bowls. An employment area in the north is separated from residential areas by Ballarat Road. Forrest Street and the rail line noise barrier visually and physically separates Albion from Sunshine West.

A residential aged care facility at 639 Ballarat Road in the west isolates a pocket of residential development. The facility increases fencing heights with no permeability to the residential area and abutting streets, this creates a poor character outcome in the west of Albion.

Suburb Contributors and Threats

Contributors

- **Vegetation and landscaping:** Established palm trees and canopy tree coverage contribute to a garden setting.
- **Connections to open space:** Key roads lead to open space in the southwest, contributing to a sense of place and connection to green space.
- **Consistency of siting, setbacks and site coverage:** Moderate front setbacks and low rise dwellings.
- **Vegetation and landscaping:** Front garden landscaping and canopy trees within the private realm contribute to a garden setting.
- **Consistent, complementary colours and materials:** Mixed brick and weatherboard materials.
- **Consistent, complementary colours and materials:** Uniform roof styles.
- **Street layout:** Streetscapes promote walking via raised crossings, central medians and connected pathways.

Threats

- **Excessive bulk or height:** Visual bulk of multi-unit development and contemporary infill development particularly in proximity to Albion Station.
- **Excessive bulk or height:** Contemporary infill development not in keeping with the low rise scale of traditional housing stock.
- **Limited connectivity or accessibility:** Rail line noise barrier in the south limits connection and visibility through to Sunshine West.
- **Inadequate landscaping:** Minimal front garden landscaping and minimal front setbacks as a result of contemporary development increasing built bulk to the street.

Neighbourhood Character Features

Table 4: Albion Neighbourhood Character Feature Observations

Features for Assessment		Neighbourhood Feature Observations
Pattern of Development	**Locations, transitions & boundaries**	• Varied residential frontage to bounding roads, Kororoit Creek and the rail line. • Inconsistent residential address and frontage to Ballarat Road. • Perth Avenue undergoing an increased level of residential change than in other parts of the suburb. • Rail line noise barriers limit connectivity and visibility through to Sunshine West.
	Private & public realm landscaping	• Varied frequencies of street tree planting. Often varied in scale and species. • Moderate levels of established street trees particularly in comparison to Sunshine West and Sunshine. • Minimal to moderate front garden landscaping with low-rise planting and/or lawn. • Established palm trees within the private and public realm. • Key roads lead to open space in the southwest. Dwellings front onto open space and creates passive surveillance opportunities. • Backyards often viewed from the street due to building sighting and permeable side fencing.
	Street alignment, type & proportions	• Non-conventional grid street layout that reflects HV McKay's 'garden-city' plans. • Dead-end style roads adjoin open space assets. • Streetscape improvement works throughout. • Tree lined streets provide visual links and connectivity to adjoining open spaces and natural assets.
Built Form Scale and Character	**Setbacks & site coverage**	• Consistent moderate front and side setbacks provide sufficient space for landscaping. This is particularly evident with traditional and heritage-protected housing stock. • Minimal front and side setbacks associated with contemporary infill development and post-war multi-level units. *Example: Ridley Street and Forest Street*. • Side setbacks allow for vehicle parking and access to carports and rear sheds. • Multi-unit developments in the southeast achieve uniform setbacks. *Example: Ridley Street and King Edward Avenue.* • Contemporary infill and multi-level unit developments display increased site coverage.
	Building types & height	• Low rise, predominately single storey brick or weatherboard dwellings. • Contemporary infill townhouse typologies scattered throughout suburb, typically double storey. • Multi-level flats no greater than three storeys in the southeast and adjoining the Albion Station. • Higher buildings could obscure view lines to the silos in the northeast. • Contemporary infill and multi-level unit developments display more intensive built forms.
	Lot size	• Varied lot sizes, with lot sizes increasing towards the southeast. • Large lots are associated with multi-level low scale apartments. • Residential density increases in the south, particularly along Forrest Street. • Contemporary infill development increases density adjoining Albion Station.
	Fencing height, materiality, finish & transparency	• Low to moderate height, permeable front fences are common, typically of brick, wood or a metal material. • High fencing more common adjoining Ballarat Road, typically brick with wrought iron details. • Timber style fencing styles in the south and southeast, often as part of early 1900s era housing. *Example: King Edward Avenue.*

Features for Assessment		Neighbourhood Feature Observations
		• Contemporary infill development often includes moderate height front fencing that mimics early 1900s styles of timber or timber-look material. • Metal 'pool style' fencing is common. • Moderate scale, permeable front fencing is a prominent feature on most dwellings along Adelaide Street.
	Garages, carports, crossovers, access & car parking	• Garages and carports are generally set back from the front façade and do not dominate the streetscape. • Side setbacks generally provide vehicle parking for detached, multi-unit and contemporary infill development. • Infill development typically achieve garages integrated with the built form. • Heritage dwellings typically do not have garages and carports and often achieve vehicle access from the rear of the property. • Predominately single crossovers. • Ample opportunity for on-street car parking.
Architectural Styles and Roof Styles	**Era of development**	• Predominately 1900 to 1940s era. • Some 1950s to 1970s eras. • Recent contemporary infill development in the north, along Perth Street and adjoining Selwyn Park. • Various vacant sites throughout. • Vacant/single dwelling lots often redeveloped into contemporary multi-unit developments in the south.
	Building materiality & quality	• Various housing styles—Edwardian, Federation and California Bungalow — typically of light colours. • Contemporary infill development and multi-level units in varied building materials and colour selection. *Example: Forrest Street.* • Some contemporary infill developments include weatherboard and mock heritage details. • Traditional brick dwellings typically orange and cream brick. • Weatherboard dwellings typically of varied colour and condition. • Heritage protected dwellings typically of weatherboard material. • Consistent use of mixed brick and weatherboard materials along Adelaide Street. • Dwellings on Adelaide Street are often less maintained than other areas. • Varied building quality and level of maintenance to multi-level units and dwellings off Wasley Street. Visible signs of sun damage and building cracking. • Varied levels of maintenance to heritage protected dwellings.
	Roof styles, materials & colours	• Predominately tiled, hip styles and some gable styles. • Heritage protected dwellings typically feature Colorbond steel or corrugated iron dutch and gable roof styles. • Terracotta tile colours are common as part of brick dwellings. • Eaves and verandas are common as part of traditional housing stock. • Limited instances of solar panels on roofs.
Notable Features	**Details of the footpath & street**	• Pedestrian crossings, central medians and vehicle slowing devices. • Dedicated on street bicycle lanes along key streets. • Consistent streetscapes that promote walking via raised crossings, central medians and connected pathways. • Water sensitive urban design (WSUD) treatments along Ridley Street.

Ardeer

Zones and Overlay Plan

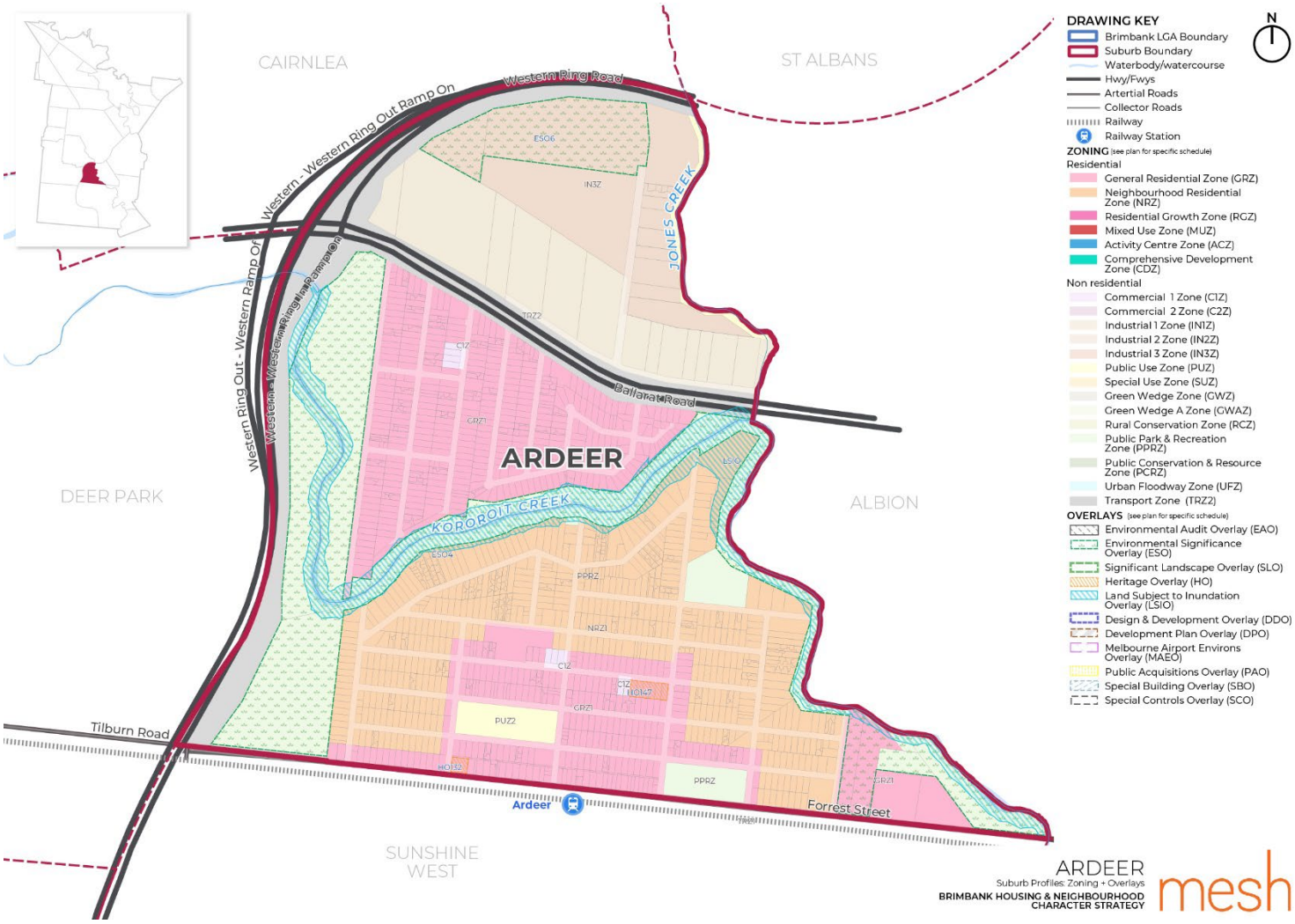


Figure 24: Ardeer - (Left) Typical dwelling in Ardeer. (Centre) Dwellings along Holt Street. (Right) dwellings along Rockbank Road.







Existing Suburb Character Description

Single storey detached dwellings with some double storey infill is the predominate housing typology. Contemporary medium density townhouse and unit developments are scattered throughout and at greater concentrations south of Kororoit Creek.

Building styles are diverse and reflective of reoccurring renovation and redevelopment of traditional housing stock.

The diverse mix of building styles includes brick veneer, rendered brick and weatherboard façade treatments. Detached dwellings are typically situated on moderate lots. Moderate landscaping in front gardens, with varied heights of planting and mixed species selection. Front landscaping is minimal as part of contemporary infill development. Topography variation in the north results in retaining walls and side and back fences to the street and Kororoit Creek.

Kororoit Creek physically separates the north and south of the suburb and creates a natural separation between residential zones. Bridged pedestrian connections provide limited north-south accessibility. Ballarat Road also provides a physical separation between residential development and mixed use/industrial development in the north. The Metropolitan Ring Road, Kororoit Creek and the Rail Corridor further limit connection to adjoining suburbs. Together this contributes to a sense of containment and enclosure of Ardeer's residential areas.

Dwellings are serviced by local convenience, education and recreation facilities. Heritage Overlay (Schedule 147) affects a row of dwellings in the south.

Suburb Contributors and Threats

Contributors

- **Connections to open space:** Strong connection to natural features of Kororoit Creek.
- **Street layout:** Wide streets with pedestrian paths on both sides.
- **Vegetation and landscaping:** Established trees contribute to streetscape character.
- **Consistency of siting, setbacks and site coverage:** Moderate front setbacks
- **Vegetation and landscaping:** canopy trees within the private and public realm contribute to a spacious street setting.

Threats

- **Limited connectivity or accessibility:** Rail line sound wall limits visual and physical connection to Sunshine West and is a dominant feature of the street.
- **Excessive bulk or height:** Scale and siting of contemporary infill development is inconsistent with traditional housing stock.

Neighbourhood Character Features

Table 5: Ardeer Neighbourhood Character Feature Observations

Features for Assessment		Neighbourhood Feature Observations
Pattern of Development	**Locations, transitions & boundaries**	• Limited visual and physical connection to the rail corridor and Sunshine West to the south. • Slip lane access is provided to residential properties with frontage to Ballarat Road. • Back of fence interface with Kororoit Creek provides a separation between Ardeer and Albion in the east.
	Private & public realm landscaping	• Moderate to generous landscaping within front gardens. • Established fruit trees throughout as part of nature strip and front garden landscaping. • Generous backyard landscaping which can often be viewed from the street. • Consistent street tree planting along McLaughlin Street and Holt Street observed as part of 2019 Neighbourhood Character Study is affirmed.

Features for Assessment		Neighbourhood Feature Observations
	Street alignment, type & proportions	• Grid based road network. • No vehicle access across Kororoit Creek. • Wide streetscapes.
Built Form Scale and Character	**Setbacks & site coverage**	• Moderate front setbacks associated with both traditional housing stock and contemporary detached dwellings. • Some instances of contemporary unit and townhouse infill developments respecting existing setbacks. • Other instances of minimal front, side and rear setbacks or no setback to side boundary as part of contemporary development. • Detached dwellings have generous single-side setbacks often achieving space for car parking or access to a shed at rear of property.
	Building types & height	• Predominantly single storey detached dwellings. • Contemporary multi-dwelling unit developments along Kororoit Creek • Recent developments are often double storey in height. • Dual-occupancy outcomes throughout, often with a second dwelling to the rear of an existing dwelling.
	Lot size	• Predominately 500–650sqm lots. • 650–800sqm lots in the northwest with very limited occurrence in the south. • Larger lots over 1000sqm adjoining the southern edge of Kororoit Creek.
	Fencing height, materiality, finish & transparency	• Low and permeable front fencing common. • Contemporary developments often have no front fencing. • Brick, metal 'pool style' and permeable timber fencing materials are common. • Traditional timber side and rear fencing is common.
	Garages, carports, crossovers, access & car parking	• Carports and garages generally in line with, or set back from, the dwelling façade as part of traditional housing stock. • Contemporary development typically includes garages in line with the front façade. • Predominantly single crossovers. • Contemporary unit and townhouse developments achieve access via shared driveways/common property.
Architectural Styles and Roof Styles	**Era of development**	• Mixture of post-war and 2000s development. • Post-war development is most prominent.
	Building materiality & quality	• Brick dwellings and weatherboard material are most common. • Weatherboard is often associated with post-war development, in varied colours. • Varying levels of building maintenance which impacts the condition of the dwelling façade. • Contemporary developments generally consist of a mix of brick and rendered concrete neutral finishes (i.e., whites and greys). • Large presence of roller shutters in the northern areas.
	Roof styles, materials & colours	• Roofs are generally tiled (terracotta and black in colour) in hipped or gable style. • Flat roofs more common as part of contemporary development. • Weatherboard dwellings frequently have Dutch and gable style roofs in Colorbond or corrugated iron material. • Eaves are common on both single and double storey dwellings. • Some instances of solar panels on roofs.

Features for Assessment		Neighbourhood Feature Observations
Notable Features	**Details of the footpath & street**	• Varied streetscape quality and inconsistent street tree plantings. • More established street trees adjoining Kororoit Creek. • Pedestrian paths on both sides of the street, connecting to open space and the street network.

Cairnlea

Zones and Overlay Plan

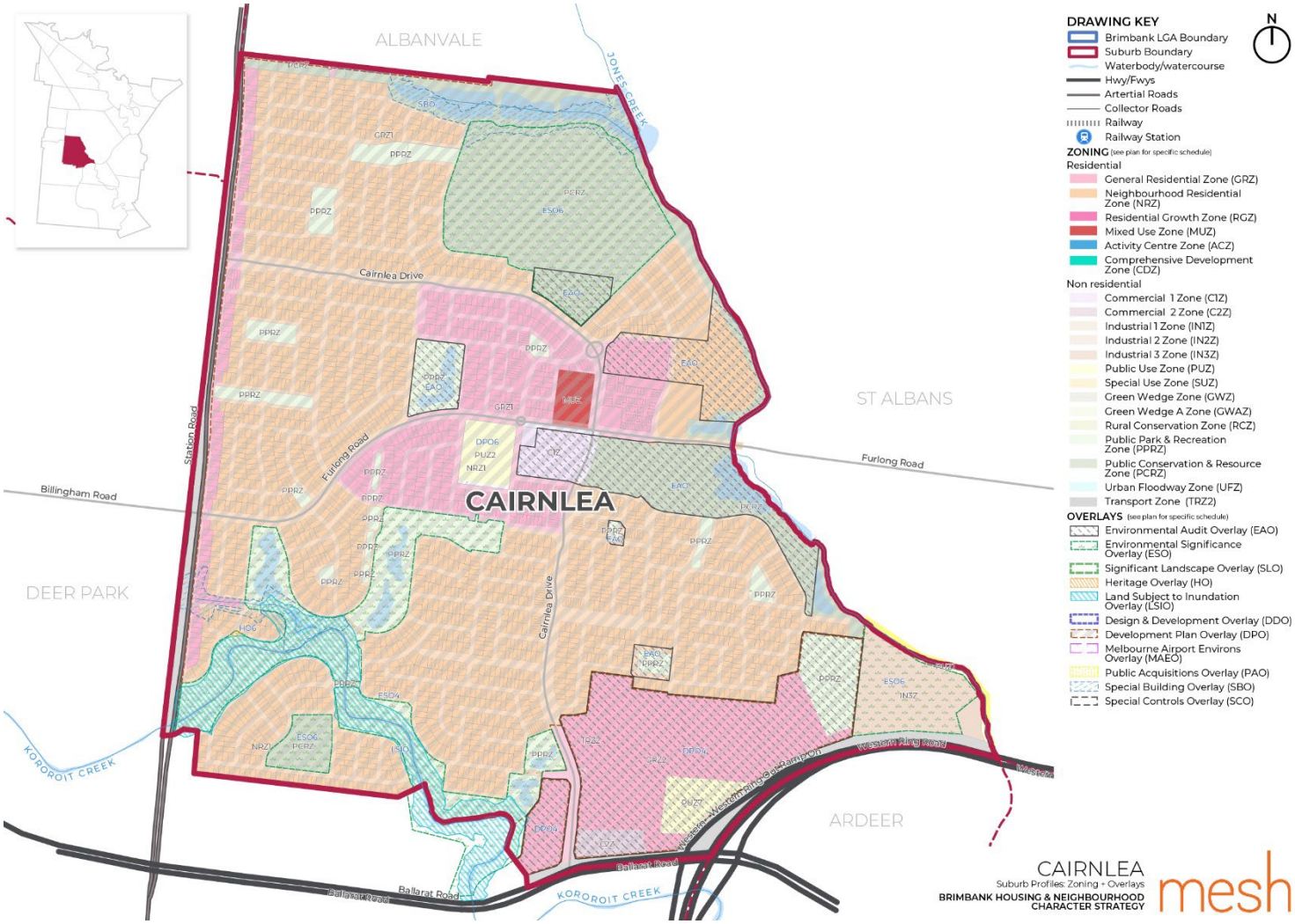


Figure 25: Cairnlea - (Left) Dwellings along Delma Avenue. (Centre) Dwelling built to side property boundaries. (Right) Apartment typology adjoining the Town Centre.







Existing Suburb Character Description

Single and double storey dwellings feature a mixture of building materials and colours, creating diversity and visual separation of dwellings along the street. Predominately detached dwellings with frequent pockets of townhouse and unit developments. A recent apartment development in the Cairnlea Town Centre, contributes to a diversity of housing typologies within the suburb.

Private realm landscaping is minimal as a result of minimal front and side setbacks and intensive built forms. Public realm landscaping is often generous and integrated into the overall subdivision layout. This provides physical access and visual connection to open space and the natural environment and contributes to a sense of greening and increased amenity for residents.

The road network is curved with some instances of court bowl/dead-end style road design, often as a result of intersecting open space or conservation reserves. The streets create an open, spacious and uniform network that allows for pedestrian and cyclist connectivity and amenity.

Cairnlea is located on the site of the former Albion Explosives Factory and is a master planned community still under a level of construction. Further development is expected along Cairnlea Drive and Ballarat Road. The Cairnlea Retail Centre Urban Design Guidelines (2002) have made a strong contribution to the overall siting and design of dwellings, resulting in visual interest and material variation, and creating uniform setbacks and building siting.

Suburb Contributors and Threats

Contributors

- **Vegetation and landscaping:** Established street tree planting and generous public realm landscaping contributes to a landscape setting.
- **Street Layout:** Wide roads, cycle and pedestrian connections and planted central medians creates a strong streetscape character.
- **Consistent, complementary colours and materials:** Well-maintained and complementary building styles and finishes create diversity along the street.
- **Low to moderate height front fencing:** Little to no front fencing contributes to a spacious street setting.

Threats

- **Dominant vehicle access and parking:** Dominant double garages and prominent driveways
- **Inadequate landscaping:** reduce front garden landscaping.
- **Excessive bulk or height:** Larger, dominant built form reduce opportunities for additional canopy tree planting.

Neighbourhood Character Features

Table 6: Cairnlea Neighbourhood Character Feature Observations

Features for Assessment		Neighbourhood Feature Observations
Pattern of Development	**Locations, transitions & boundaries**	• Transmission line easement and wetlands in the north and Jones Creek in the east, provide a natural separation between St Albans and Cairnlea. • The only western vehicle connection is via Furlong Road. • Residential density increases closer to Cairnlea Town Centre. *Example: Nobel Banks Drive.* • Areas in the south and centre may undergo development in the near future. • Dwellings front Station Road with access via service roads.
	Private & public realm landscaping	• Established street tree planting on most streets. • Minimal to moderate landscaping in front gardens with low to medium planting or lawns. • Some front gardens achieve an established canopy tree. • Gravel and/or rocks used in replacement of plants and lawn. • Public realm includes generous landscaping and play, picnic or seating infrastructure.

Features for Assessment		Neighbourhood Feature Observations
	Street alignment, type & proportions	• Unconventional grid street network with limited dead-end roads. • Streets are wide and provide opportunities for parking on both sides. • Some formalised street parking bays around education and recreation precincts.
Built Form Scale and Character	**Setbacks & site coverage**	• Minimal to moderate front setbacks that are consistent across the street. • Minimal side setbacks with some instances of no side setbacks. • Garages are predominately built to side boundary. • High site coverage due to intensive built form.
	Building types & height	• Low rise, a mixture of single and double storey heights. • Multi-unit and townhouse typologies are typically double storey. • Six storey apartment building adjoining the town centre.
	Lot size	• Predominately 300–500sqm and 500–650sqm lots. • Very small and small lot sizes in proximity to town centre and along key local streets.
	Fencing height, materiality, finish & transparency	• Typically no front fencing. • Limited instances of medium height fencing typically in metal ‘pool style’. These are found more frequently adjoining key local roads and Station Road.
	Garages, carports, crossovers, access & car parking	• Varied side setbacks throughout. • Some moderate side setbacks providing additional landscaping and/or private open space. • Predominately single crossovers. • Multi-unit developments and townhouses typologies achieve access via shared driveways/common property. • Large driveways give access to dual garages and increase impervious areas.
Architectural Styles and Roof Styles	**Era of development**	• Predominately 1990s to 2000s builds.
	Building materiality & quality	• Predominately brick dwellings in red, orange and cream colours • Rendered dwellings are common, typically in cream and dark grey colours. • Limited instances of other material types and colours. • Dwellings are well-maintained. • Reduced build quality more typical in townhouse and unit typologies. Viable sun and water damage of rendered and metal materials.
	Roof styles, materials & colours	• Predominately hip roof styles in terracotta and grey tile. • Some instances of Dutch and gable roof styles. • Limited instances of eaves. • Some instances of solar panels on roofs.
Notable Features	**Details of the footpath & street**	• Pedestrian paths on both sides of residential streets. • Pedestrian paths link into shared paths within natural assets and open space. • On-road cycling lanes on Furlong Road and Cairnlea Boulevard.

Deer Park

Zones and Overlay Plan

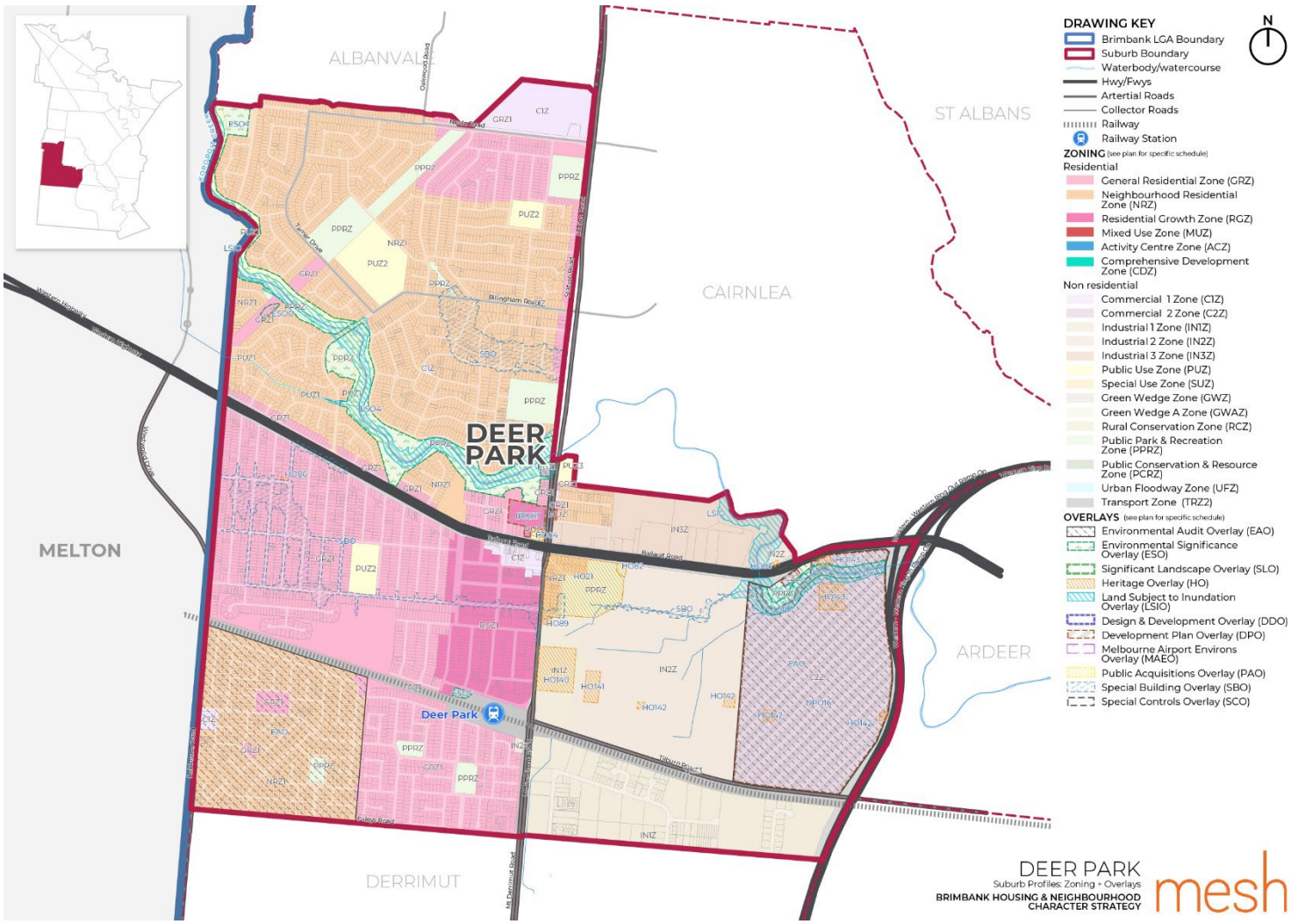


Figure 26: Deer Park - (Left) Typical dwelling north of Ballarat Road. (Centre) Dwelling facade diversity south of Ballarat Road. (Right) A heritage dwelling on Station Road.







Existing Suburb Character Description

A mixture of traditional housing stock and more contemporary development. Townhouse and unit developments are scattered throughout and at greater concentrations in proximity to Deer Park Train Station and Ballarat Road. Various small scale and larger vacant sites exist throughout the suburb.

Architectural styles are diverse and reflective of the contemporary redevelopment of traditional housing stock and contemporary infill development.

Traditional housing stock is typically situated on small sized lots with minimal front garden landscaping. Species selection is typically mixed and of lower scale. Moderate landscaping within lots north of Kororoit Creek, expands canopy tree coverage from the creek line into the private realm and adjoining streets. Contemporary development typically results in increased site coverage, building bulk and development to the property line. This reduces opportunities for landscaping within the private realm.

The creek line, rail line and Ballarat Road run east-west across the suburb. This creates pockets of residential areas with similar characteristics or features. High levels of canopy coverage, moderate front setbacks and homogenous building styles are typical in areas north of Kororoit Creek and immediately to the south of the creek line.

Contemporary development is a dominant feature of the area between Ballarat Road and the rail line. Traditional housing stock is typically retained and an additional dwelling is constructed on the lot creating a dual occupancy dwelling. In other examples the traditional house is demolished for the construction of two or three townhouse or unit typologies. New development south of the rail line have minimal setbacks or landscaping and building styles are similar to those to the south, in Derrimut. Industrial development flanks residential areas in both the southeast and southwest.

Observations from the 2019 Neighbourhood Character Study are affirmed in respect to the limited provision of contemporary townhouse and unit development in proximity to the activity centre.

Educational facilities, local and large scale convenience stores, open space and areas for active recreation provide a range of services, amenity and infrastructure for residents.

A Special Building Overlay affects properties southwest of Ballarat Road and south of Billingham Road. The Development Plan Overlay Schedule 17 affects vacant land adjoining the corner of Station Road and Ballarat Road. Various Heritage Overlays protect dwellings. Heritage buildings are particularly concentrated in areas adjoining Ballarat Road in the centre of the suburb.

Suburb Contributors and Threats

Contributors

- **Vegetation and landscaping:** Deciduous trees and olive trees planted along streets and within the private realm contribute to a sense of place.
- **Vegetation and landscaping:** Greater canopy coverage and street tree provision in the north
- **Street layout:** Maintained and wide streetscapes create a spacious setting.
- **Consistency of siting, setbacks and site coverage:** Contemporary development typically respects existing front setbacks.
- **Consistent, complementary colours and materials:** Muted and complementary dwelling façade colour selection.

Threats

- **Inadequate landscaping:** Reduced landscaping as a result of contemporary development.
- **Dominant vehicle access and parking:** Dominance of car access and parking within side and front setbacks.
- **Excessive bulk or height:** Increased site coverage and impervious surfaces as a result of contemporary development.
- **Excessive bulk or height:** Reduced side setbacks and boundary to boundary development.

Neighbourhood Character Features

Table 7: Deer Park Neighbourhood Character Feature Observations

Features for Assessment		Neighbourhood Feature Observations
Pattern of Development	**Locations, transitions & boundaries**	• Dwellings typically front key bounding roads and are accessed directly or via service lanes. • Varied residential interfaces with industrial land uses in the east. • Residential areas in the south (i.e., south of the train line) provide back of fence treatments to Mount Derrimut Road and Robinsons Road. • Direct residential interface to industrial development and industrial zoned land in the northeast. • Back of fence treatments to Kororoit Creek in the south and frontage to Kororoit Creek in the north along Milbank Drive.
	Private & public realm landscaping	• Varied street tree provision. • Increased frequencies of street trees in the south. • Very limited street trees between Ballarat Road and the rail line. • Species often include deciduous trees and olive trees. • Established trees more common adjoining Kororoit Creek in the north. • Varied front garden landscaping, typically minimal scale with lawn and low rise planting. • Private landscaping particularly impacted by vehicle parking in the south. • Increased open space provision in the south.
	Street alignment, type & proportions	• A mixture of grid and curvilinear street networks. • Limited instances of dead-end styles and court bowls. • Extended nature strip along Hamilton Street. • Street network varies between different residential zones. • Wide streets particularly in the north and north of the rail line.
Built Form Scale and Character	**Setbacks & site coverage**	• Traditional housing stock typically includes moderate to generous front setbacks. • Contemporary development typically includes minimal to moderate front setbacks. • Varied side setbacks. Side setbacks are minimal as part of increased site coverage and building scale. • Contemporary development includes minimal side setbacks. • Development south of rail line typically built to the property line on both sides. • Traditional housing stock utilises a side setback to achieve access to an additional dwelling at the rear (dual occupancy dwelling). • Varied levels of site coverage that increase in the south and as a result of contemporary and dual occupancy development. • Setbacks are typically uniform along the streets. Contemporary development typically respects existing front setback alignment.
	Building types & height	• Low rise, predominately single storey detached dwellings. • Contemporary development in the south with predominately single storey detached dwellings. Several townhouse and unit typologies. • Emerging double storey townhouse typologies. • Townhouse, unit, and dual occupancy typologies increasing throughout. • Subdivision of larger lots for contemporary development in the north. • Dual occupancy and 2–3 units on a lot are common in particular north of the rail line and east of Station Road. *Example: Doherty Street and Glencairn Avenue.*
	Lot size	• Varied lot sizes. • Predominantly 500–650 sqm. • Some instances of 650–800 sqm. • Development densities increase in the south.

Features for Assessment		Neighbourhood Feature Observations
	Fencing height, materiality, finish & transparency	• Front fencing is common. Typically low to medium in height and permeable. • Fences are often 'pool style' or brick with/without ornate metal. • Brick dwellings typically feature brick fencing in the same colour. • Medium to high front fences with moderate permeability are common along key streets in central areas. • Variety of fencing materials and colours in central areas and higher instances of timber picket fences. • Predominately no front fences south of the rail line.
	Garages, carports, crossovers, access & car parking	• Predominately single vehicle crossovers. • Mix of carports and garages. • Garages are typically built to the side property boundary in the south. • Garages are typically integrated with the built form in line with, or set back from, the dwelling façade. • Front setbacks are typically used for additional vehicle parking which impacts on landscaping. • Traditional housing stock to the north typically features driveways along the full side setback.
Architectural Styles and Roof Styles	**Era of development**	• Late 1950s – 1980s development around Hogan Street • 1980s era north of the rail line. • Predominately 1990s to 2000s era south of the rail line. • Contemporary development scattered throughout northern areas.
	Building materiality & quality	• Varied architectural styles. • Typically brick materials in brown and cream brick. • Emerging rendered finishes and varied coloured brick, typically as part of contemporary development or renovation of the traditional dwelling. • Weatherboard materials are common north of Kororoit Creek. • Heritage protected weatherboard dwellings along Hyde Street. • Varied dwelling maintenance which decreases north of Ballarat Road.
	Roof styles, materials & colours	• Predominately hip roof styles. • Dutch and gable roof styles are common. • Tile in dark grey or terracotta colours is a key material across all roof styles. • Eaves are common on both single and double storey dwellings and as part of contemporary development. • Limited instances of solar panels on roofs.
Notable Features	**Details of the footpath & street**	• Footpaths typically on both sides of the street. • Shared path provision along Byrne Street, connecting to Deer Park Station. • Shared path provision along Kororoit Creek with links to the street network. • Pedestrian connection over the rail line is restricted to Robinsons and Station Road.

Delahey

Zones and Overlay Plan

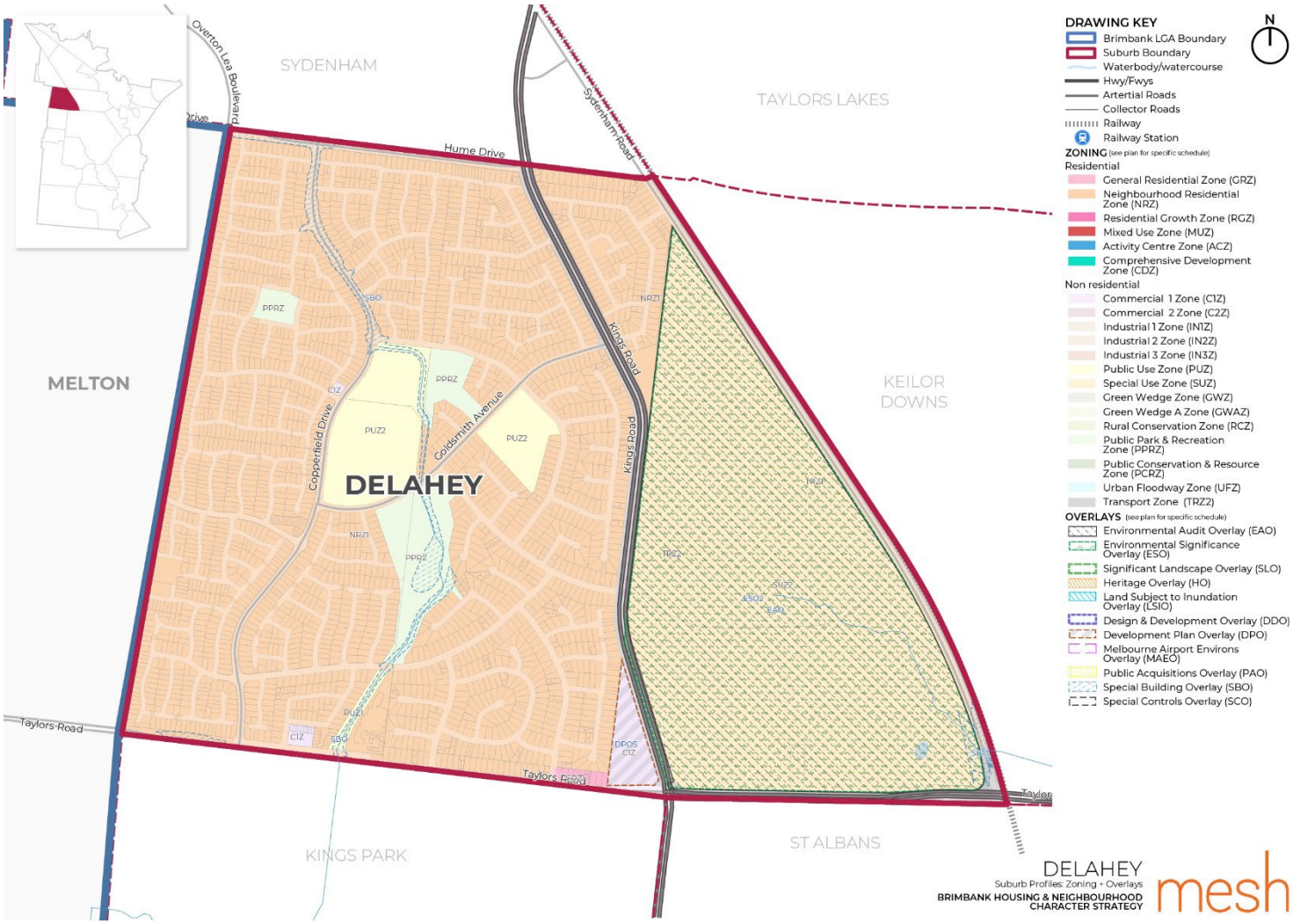


Figure 27: Delahey - (Left) Established street trees along Kurrajong Road. (Centre) Typical dwellings in the south-west. (Right) consistent dwelling setbacks along Goldsmith Avenue.







Existing Suburb Character Description

Homogenous housing typologies that are predominately single storey detached dwellings. Revitalisation and renovation of dwellings by property owners is evident throughout the suburb. Dwellings feature highly articulated facades with large open windows and are predominately constructed of brick materials in varied colours

Buildings have similar architectural styles, roof styles and colour selection.

Shorter streets and dead-ends result in an unconventional grid street network. Streetscapes are narrower in width and often lack footpaths. Limited front fence treatment often allows for additional vehicle parking within the front setback and nature strip. Established street trees that provide canopy coverage are visible throughout the suburb.

Back of fence treatments along all three bounding roads separate residential areas from adjoining suburbs. Connectivity to Taylors Hill (Melton City Council) in the west is limited to major roads and a single local connection at Silvertree Avenue.

The suburb is serviced by two small local convenience centres in the south and a range of education facilities and open space reserves. An aged care facility, accessed from Taylors Road, sits separately from adjoining residential areas.

Suburb Contributors and Threats

Contributors

- **Vegetation and landscaping:** Canopy trees and established street trees create shaded streets.
- **Consistent, complementary colours and materials:** Similar architectural styles and colours contribute to uniform streetscapes.
- **Low to moderate height front fencing:** Low to moderate scale fencing
- **Vegetation and landscaping:** Maintained front gardens and public open space.

Threats

- **Dominant vehicle access and parking:** Dominance of areas used for additional vehicle parking within front setbacks.
- **Inadequate landscaping:** Minimal private realm landscaping.

Neighbourhood Character Features

Table 8: Delahey Neighbourhood Character Feature Observations

Features for Assessment		Neighbourhood Feature Observations
Pattern of Development	**Locations, transitions & boundaries**	• Back of fence treatments to both Hume and Taylors Road. • Back of fence treatments on both sides of Kings Road. • Expansive grasslands in the east, which disconnect the suburb from Keilor Downs. • Isolated residential area east of Kings Road.
	Private & public realm landscaping	• Varied levels of canopy tree coverage and street tree provision. • Frequent established street trees. • Minimal landscaping which is impacted upon by driveways and vehicle parking. • Varied species selection within private realm. • Gravel is often used in replacement of lawn and nature strips to allow for additional vehicle parking. • Hedging common within front landscaping and adjoining side boundary.
	Street alignment, type & proportions	• Unconventional grid based street network. • Some instances of dead-end style roads, often achieving pedestrian through connections. • Dead-end style treatments along western boundary. • Wide local connector roads. *Example: Copperfield Drive and Goldsmith Avenue.* • Narrow local roads, dead-end roads and courts.

Features for Assessment		Neighbourhood Feature Observations
Built Form Scale and Character	**Setbacks & site coverage**	• Dwellings predominately with minimal side setbacks. • Limited instances of side setbacks achieving vehicle access or parking. • Instances of no setback with dwelling built to both property boundary. • Increased site coverage. • Moderate front setbacks. • Minimal front setbacks often a result of increased site coverage. • Front setbacks vary in consistency and uniformity. Some streets have uniform setbacks. Others have a greater variation.
	Building types & height	• Low rise, predominately single storey dwellings. • Double storey typically achieved as part of contemporary development. • Limited typology variation. Limited instances of townhouse or unit developments. • Double storey unit development to the east of Kings Road.
	Lot size	• Varied lot sizes. • 300–650sqm in the north, north of Goldsmith Avenue. • Predominately 650–800sqm in the south.
	Fencing height, materiality, finish & transparency	• Predominately no front fences. • Some instances of metal ‘pool style’ fencing in light colours.
	Garages, carports, crossovers, access & car parking	• Predominately single crossovers. • Garages typically integrated with built form in line with front façades. • Additional vehicle parking typically within front setback rather than on-street.
Architectural Styles and Roof Styles	**Era of development**	• Predominately 1990s to 2000s. • Very limited instances of contemporary development.
	Building materiality & quality	• Predominately brick dwellings in orange and cream colours. • Rendered dwellings typically in cream and grey tones. • Brick dwellings typically of good quality.
	Roof styles, materials & colours	• Predominately hip style roofs. • Variety of roof colours, typically terracotta, grey or brown. Tile a key material. • Some instances of gable styles. • Eaves are common on dwellings. • Limited instances of solar panels on roofs.
Notable Features	**Details of the footpath & street**	• Limited pedestrian path provision. • Pedestrian paths typically provided on through roads only. • Pedestrian permeability between dead-end style streets.

Derrimut

Zones and Overlay Plan

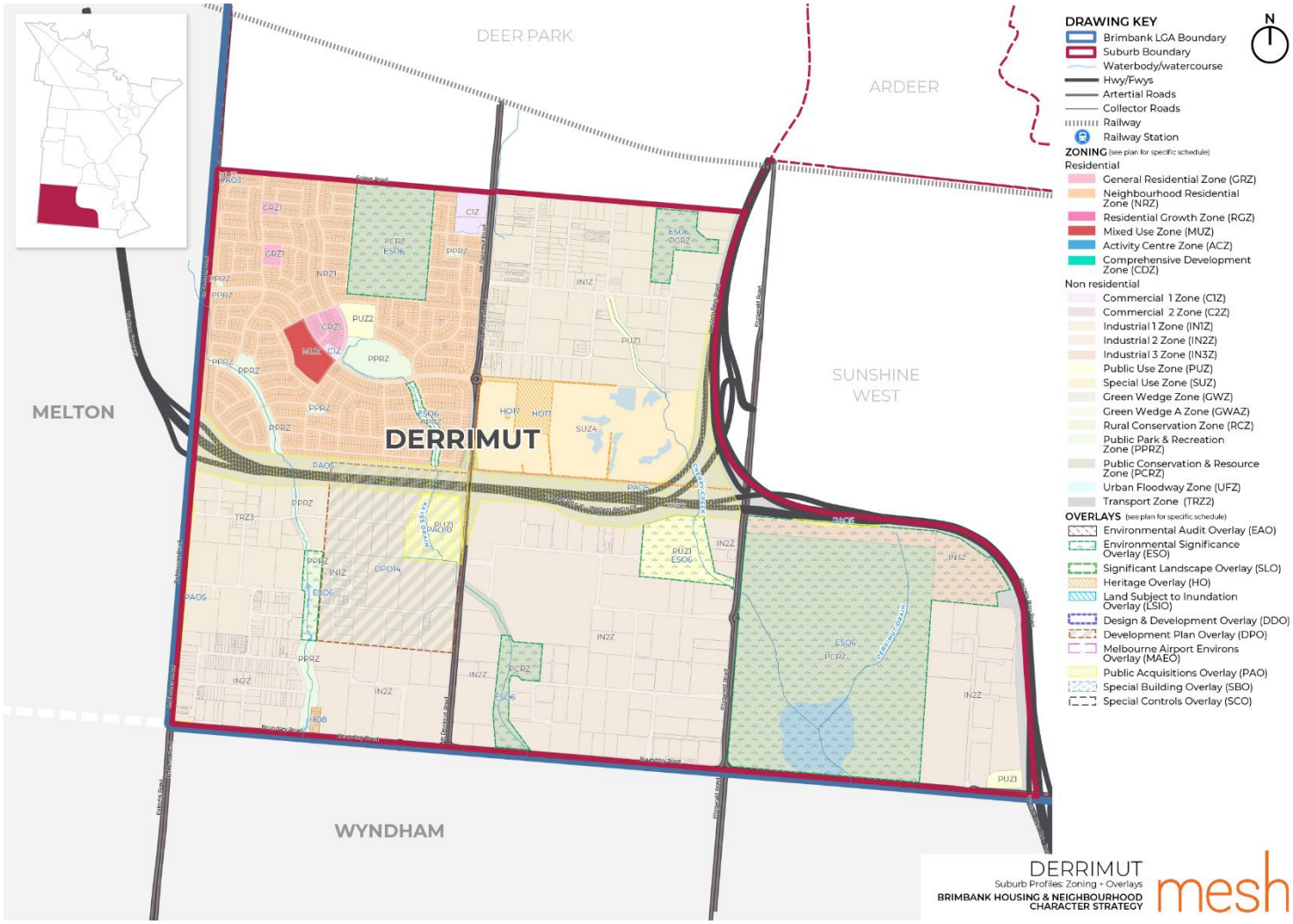


Figure 28: Derrimut - (Left) Dwellings along Windsor Boulevard. (Centre) Dwellings with minimal front setback. (Right) Townhouse typologies along Lennon Parkway.







Existing Suburb Character Description

A master planned residential precinct with predominately detached dwellings and small pockets of medium density typologies.

Single and double storey dwellings feature consistent use of building materials and muted tones. A high level of site coverage reduces private realm landscaping.

Generous public realm landscaping and natural features provide access and visual connection to open space and the natural environment, with Mount Derrimut Nature Reserve as a predominate feature in the north. Residential lots positively address the nature reserve, but accessibility is restricted. Creek lines and waterbodies are integrated into open space and contribute to a sense of greening and amenity.

Surrounded by industrial development to the south and east and a nature conservation reserve to the west. Interfaces to non-residential zoned land are often fenced and lack visual and physical connectivity.

The road network is curved with some instances of court bowl/dead-end style road design, often as a result of intersecting open space or conservation reserves. Wide streets create an open, spacious and uniform network that allows for pedestrian and cyclist connectivity and amenity.

Suburb Contributors and Threats

Contributors

- **Consistent, complementary colours and materials:** Similar building materials create consistency across streets.
- **Vegetation and landscaping:** Semi-established and uniform street trees paired with a variety of open space assets create a landscape setting.
- **Street layout:** Connected and wide streetscapes are consistent.
- **Connections to open space:** Dwellings provide sight lines over open space and natural features.

Threats

- **Inadequate landscaping:** Impacts on private realm landscaping as a result of increased site coverage.
- **Inadequate landscaping:** Limited canopy tree provision within the private realm.
- **Dominant vehicle access and parking:** Front setback used for additional vehicle parking.
- **Dominant vehicle access and parking:** High frequency of on-street car parking that crowds the street.

Neighbourhood Character Features

Table 9: Derrimut Neighbourhood Character Feature Observations

Features for Assessment		Neighbourhood Feature Observations
Pattern of Development	**Locations, transitions & boundaries**	• Limited interface with adjoining industrial land uses and the Western Freeway. • Direct frontage to Foleys Road provides residential connections to Deer Park. • Articulated entrances to the residential areas.
	Private & public realm landscaping	• Increased site coverage as a result of building bulk which reduces the scale of private realm landscaping. • Minimal landscaping within front gardens. • Strong visual and physical connections to local reserves and waterways. • Generously landscaped public realm. • Uniform and consistent street tree planting throughout.
	Street alignment, type & proportions	• Curved grid based street network. • Limited dead-end road treatments. • Streetscapes are of uniform width.

Features for Assessment		Neighbourhood Feature Observations
Built Form Scale and Character	**Setbacks & site coverage**	• Increased built form scale results in increased site coverage across all typologies. • Minimal side setbacks and some instances of no side setback with built form to property boundaries. • Minimal front setbacks often with vehicle parking only.
	Building types & height	• Predominately single and double storey detached dwellings. • Low rise apartment style and medium density development opposite education and commercial land uses. • Rear-loaded typologies provide for a positive address to open space and creek lines in the south.
	Lot size	• Varied lot sizes, typically 300–500sqm in the northwest and 500–650sqm in the centre and south.
	Fencing height, materiality, finish & transparency	• Limited instances of front fencing. • Back fence interfaces with industrial areas in the east and south and adjoining the Western Freeway.
	Garages, carports, crossovers, access & car parking	• Garages are a prominent feature of the dwellings, typically integrated with built form and in line with the front façade. • Predominately single crossovers. • Front setbacks often used for additional off-street car parking.
Architectural Styles and Roof Styles	**Era of development**	• Predominately 1990s to 2000s development.
	Building materiality & quality	• Consistent brick and render finish material selection. • Rendered finishes often add colour and texture variation to dwellings. • Repetitive building material and façade articulation which is reflective of master planned estates. • Roller shutters as an addition to the façade of buildings occurs infrequently.
	Roof styles, materials & colours	• Consistent dark coloured tiled roofs. • Prominent hip style roof styles with some instances of Dutch roof styles. • Eaves are common on single storey dwellings. • Solar panels on roofs are common.
Notable Features	**Details of the footpath & street**	• High frequency of on-street car parking, which restricts traffic movements. • Semi-established street trees and a uniform landscape theme.

Hillside

Zones and Overlay Plan

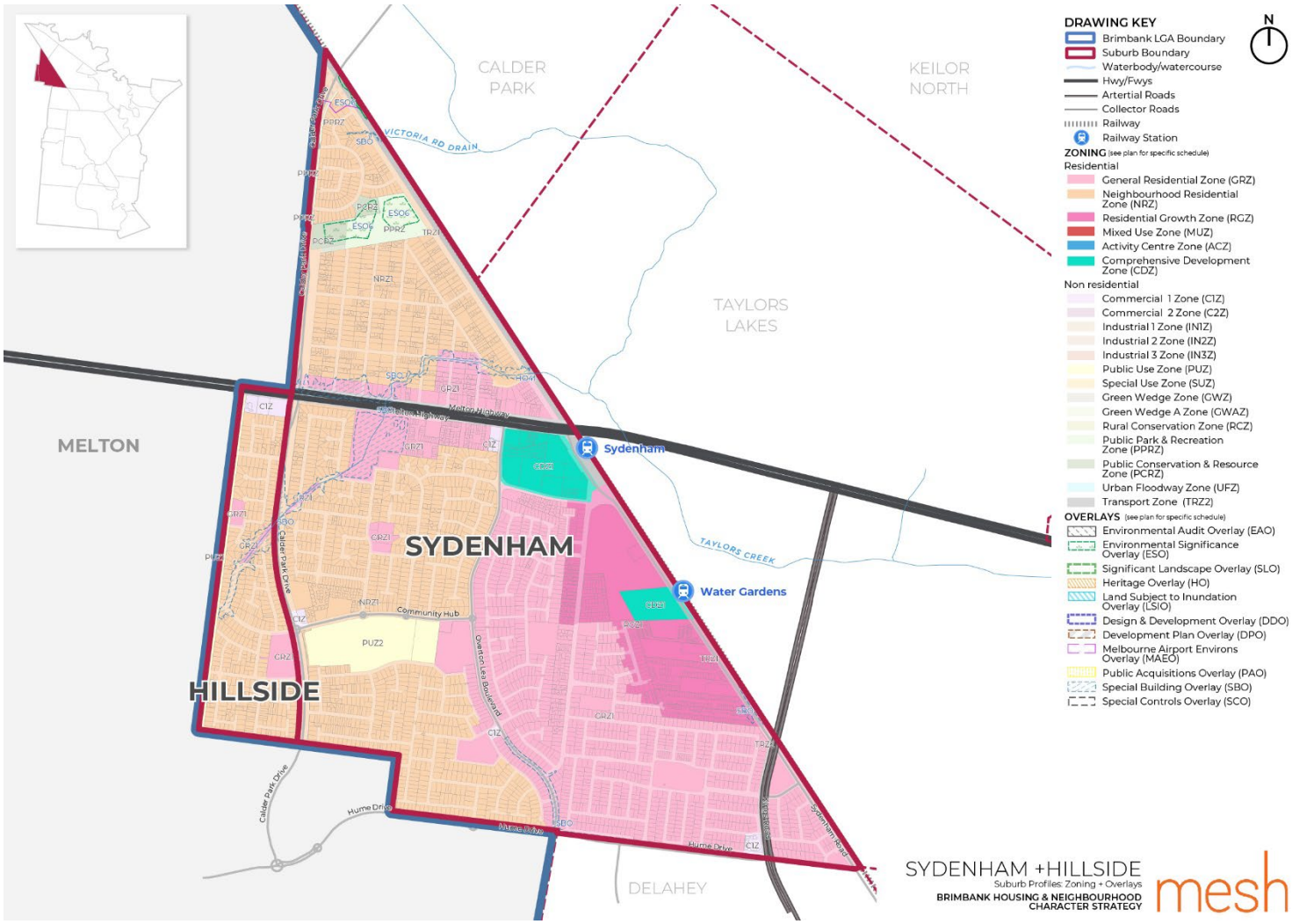


Figure 29: Hillside - (Left) Unit typologies along Padula Court. (Centre) Established canopy trees on Morgan Court. (Right) Closed roller shutters on a dwelling.







Existing Suburb Character Description

Predominately single storey detached dwellings with limited vacant sites. Small quantities of townhouse and unit developments are scattered throughout the suburb. Building styles are similar and feature brick materials and hip or Dutch roof styles of mixed colours. Lot sizes are varied across the suburb in no particular pattern.

Consistent moderate - generous front setbacks allow for mixed species planting and canopy tree establishment.

Cyprus and Palm tree species within private realm landscaping contributes to a localised landscape identity and strong garden setting. A lack of front fencing, narrow streets and limited footpaths further contribute to the garden setting.

The Brimbank City Council portion of Hillside sits separated from the broader suburb within Melton City Council. Separation occurs via a narrow drainage reserve along the western edge of the suburb (Brimbank). Three road connections are provided to Melton. There is limited residential dwelling differences between municipal areas. Residential development is controlled by a singular residential zone across the portion of the suburb within Brimbank and adjoining area of Melton. Open space is provided within linear drainage reserves, with a formalised play space at Hillside Reserve in the south. Sydenham Reservoir is visible from most parts of the suburb.

Suburb Contributors and Threats

Contributors

- **Consistent, complementary colours and materials:** Similar building materials and colour selection creates consistency.
- **Vegetation and landscaping:** Moderate to generous front setbacks allow space for landscaping and contribute to a garden setting.
- **Vegetation and landscaping:** Varied species of street tree planting creates canopy coverage and shaded streets.
- **Low to moderate height front fencing**: Little to no front fencing contributes to more spacious streets.

Threats

- **Limited connectivity or accessibility:** Broader suburb area falls within another municipality.
- **Limited connectivity or accessibility:** Street network creates a series of dead-end style treatments limiting access and connection through the suburb.
- **Limited connectivity or accessibility:** Lack of footpaths on some streets restricts pedestrian access and movement.
- **Change in materiality or style:** Dominance of roller shutters reduces passive surveillance and detracts from the overall architectural style of dwellings.

Neighbourhood Character Features

Table 10: Hillside Neighbourhood Character Feature Observations

Features for Assessment		Neighbourhood Feature Observations
Pattern of Development	**Locations, transitions & boundaries**	• Drainage reserve provides separation between residential development to the west. • Limited boundary or separation between Hillside (Brimbank) and residential land to the south (outside of the municipality). • Back of fence treatment to drainage reserve and adjoining municipality along western edge. • No direct residential frontage to Melton Highway in the north. • Limited access off Calder Park Drive into the suburb.
	Private & public realm landscaping	• Varied species street tree planting. • Established tree planting in keeping with Sydenham to the east. • Palm and Cyprus tree species within private realm landscaping. *Example: Community Hub.* • Moderate landscaping within front gardens. • Front gardens are well-maintained and formally planted, often with hedging along the front and side property boundaries. • Established eucalyptus, particularly in road reserves.

Features for Assessment		Neighbourhood Feature Observations
	Street alignment, type & proportions	• On-street parking and parking bays throughout. • Wide entry streets from Calder Park Drive. • Narrow local streets. • Limited through road connections. Dead-end/hammer head style end treatments throughout.
Built Form Scale and Character	**Setbacks & site coverage**	• Moderate to generous front setbacks that occur on both sides of the street. • Townhouse and unit typologies provide moderate front setbacks, typically without canopy trees. *Example: Di Berardino Way*. • Minimal side setbacks are common throughout. • Car parking typically achieved within the frontage of the dwelling.
	Building types & height	• Predominantly single storey detached dwellings. • Some instances of single storey townhouse and unit typologies. *Example: Morgan Court and Padula Court.*
	Lot size	• Varied lot sizes across the suburb. • Limited pattern to lot size provision. • Limited vacant sites. • Lots of 800–1000sqm in the south typically associated with the termination of the street (dead-end). • Lots of 650–800sqm typically occur together.
	Fencing height, materiality, finish & transparency	• Predominately no front fencing. • Side fencing typically ceases in line with front dwelling façades or reduces in height (medium fencing) at the front property boundary. • Hedging or Cyprus species used in replacement of fencing treatments.
	Garages, carports, crossovers, access & car parking	• Garages are typically integrated with the built form. • Carports often provided to the side of the dwelling façade. Typically of Colorbond steel material. • Predominantly single crossovers.
Architectural Styles and Roof Styles	**Era of development**	• Predominately 1990s to 2000s builds. • Limited emerging contemporary development or revitalisation of traditional housing stock.
	Building materiality & quality	• Predominately brick materials in orange, cream and red colours. • Roller shutters evident throughout.
	Roof styles, materials & colours	• Mixed roof colours, typically of tile in terracotta, charcoal, red and green colours. • Hip and Dutch styles are common. • Eaves are common on dwellings. • Limited instances of solar panels on roofs.
Notable Features	**Details of the footpath & street**	• Pedestrian paths typically provided on one side of the street. • Pedestrian paths predominately link dead-end streets to one another. *Example: Chris Court.* • On-street parking bays throughout. • Red brick road surface treatment to local roads.

Kealba

Zones and Overlay Plan

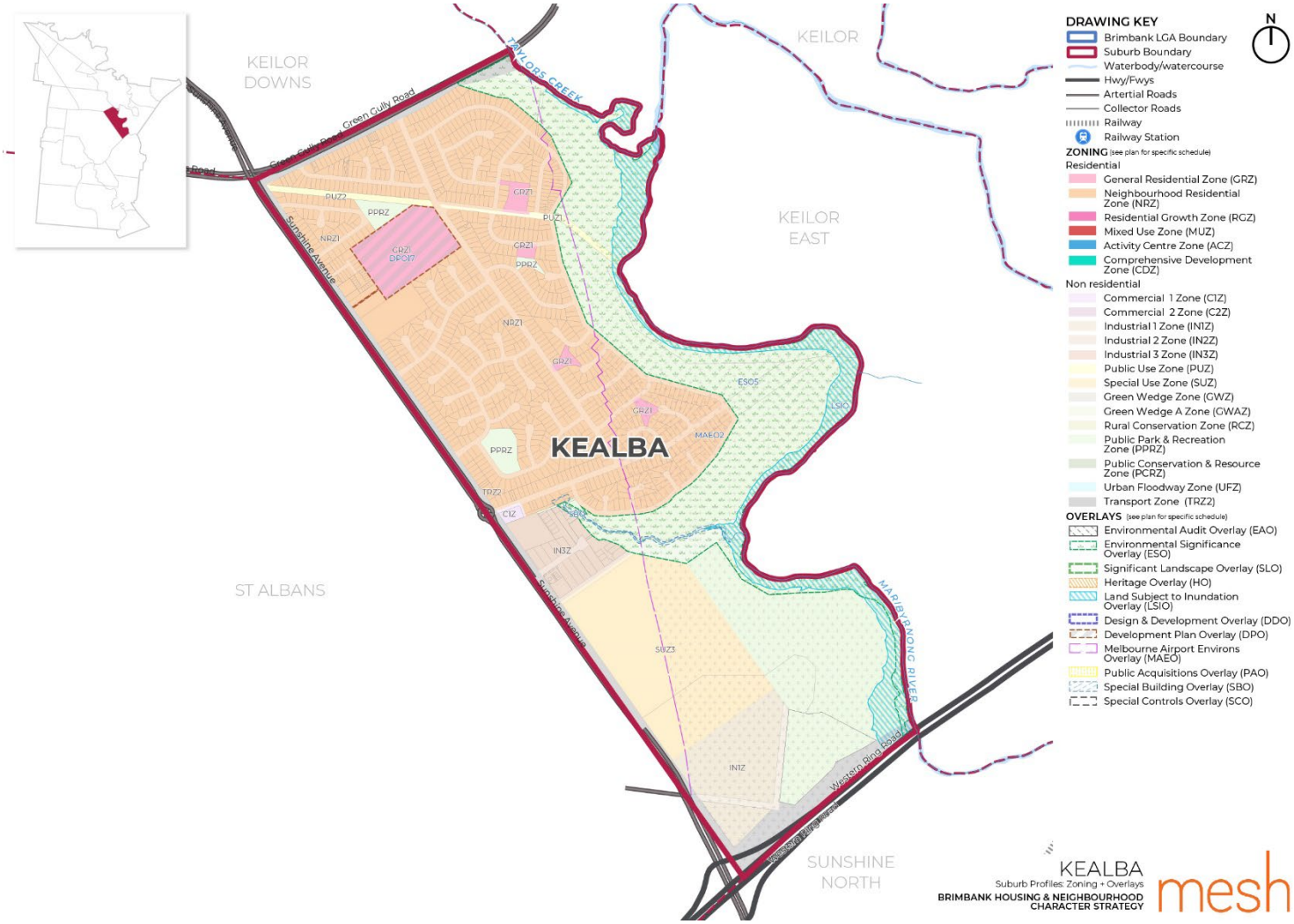


Figure 30: Kealba - (Left) Gable roof styles. (Centre) Typical dwelling along Driscolls Road. (Right) Contemporary development along Rowan Drive.







Existing Suburb Character Description

A mix of single and double storey detached dwellings which are typically situated on small to moderate sized lots.

Architectural styles are diverse with greater variety in proximity to the Maribyrnong River.

Building heights and massing also increases in proximity to the Maribyrnong River where dwellings take advantage of the view lines.

Moderate landscaping of front gardens results in mixed species selection at varying heights. Elevated topography adjoining the escarpment to Maribyrnong River provides views to the Melbourne CBD. A curvilinear street network with wide streetscapes contributes to an overall spacious setting.

The suburb is largely residential, with a small portion of industrial land associated with Boral Landfill situated in the south. There are limited vacant sites and contemporary development outcomes. Maribyrnong River bounds the full eastern edge of the suburb. The Western Ring Road adjoins the southern boundary and provides access to Melbourne Airport, Calder Freeway and Melbourne more broadly.

Serviced by local convenience shops, education and recreation facilities. A Development Plan Overlay affects the former school site along Driscolls Road. The Melbourne Airport Environs Overlay affects land in the south eastern corner.

Suburb Contributors and Threats

Contributors

- **Connections to open space:** Visual and physical connection to open space and natural assets.
- **Consistent, complementary colours and materials:** Building styles, roof forms are consistent
- **Consistency of building height:** heights are single storey.
- **Connections to open space:** View lines to both the Maribyrnong River and Melbourne CBD.

Threats

- **Dominant vehicle access and parking:** Double crossovers which are dominant along the interface to Maribyrnong River.
- **Excessive bulk or height:** Contemporary development increases site coverage and scale.

Neighbourhood Character Features

Table 11: Kealba Neighbourhood Character Feature Observations

Features for Assessment		Neighbourhood Feature Observations
Pattern of Development	**Locations, transitions & boundaries**	• Maribyrnong River bounds the full eastern edge of the suburb. • Topographic height in the east with escarpment to Maribyrnong River. • Residential address to Sunshine Avenue and Green Gully Road.
	Private & public realm landscaping	• Moderate landscaped front gardens with lawn. • Front garden landscaping of properties adjoining the Maribyrnong River often impacted upon by double crossovers and additional vehicle parking. • Varied street tree provision. • Often only one or two established trees within the street. • Established street trees are common in central medians of court bowls. *Example: Elstree Court.* • Recently planted deciduous street trees will increase canopy coverage in the future.
	Street alignment, type & proportions	• Residential access via Service Road along Green Gully Road and Sunshine Avenue. • Wide streetscapes contribute to a spacious setting. • Curvilinear street network. • Court bowls often feature central medians.

Features for Assessment		Neighbourhood Feature Observations
Built Form Scale and Character	**Setbacks & site coverage**	• Moderate to generous side setbacks achieve car parking or access to a garage/carport or the rear of property and contain landscaping. • Generous front setbacks on both sides of the street. • Contemporary development along Rowan Drive and Monarma Walk have minimal front and side setbacks. • Front setbacks of properties that address the Maribyrnong River are typically used for additional vehicle parking. • Increased site coverage associated with lots that address the Maribyrnong River.
	Building types & height	• Low rise predominately single storey detached dwellings. • Townhouse or attached dwelling typologies are not common and occur in an isolated area adjoining Rowan Drive. • Some double storey detached dwellings scattered throughout the suburb. • Dwellings along Orbital and Rowan Drive are typically double storey.
	Lot size	• Predominately 500–650sqm lots. • Some 300–500sqm in the northeast adjoining the Maribyrnong River.
	Fencing height, materiality, finish & transparency	• Front fencing is common, typically low to moderate in height with moderate levels of permeability. • Front fences increase in occurrence along main local roads. *Example: Driscolls Road.* • Front fences are more permeable away from main roads and within court bowls. Fencing materials are typically brick or metal 'pool style' with timber feature panelling.
	Garages, carports, crossovers, access & car parking	• Single or double garages are common. • Garages integrate with the built form as part of brick dwellings. • Carports often achieved as an add-on to the original dwelling. • Predominately single crossovers with double crossovers more common on lots addressing the Maribyrnong River. • Dedicated lanes for on-street car parking along Driscolls Road.
Architectural Styles and Roof Styles	**Era of development**	• Predominately 1980s era with very limited contemporary development outcomes. • Limited contemporary development to the southeast (Orbital Drive) and east.
	Building materiality & quality	• Brick veneer typically of red, orange and cream colours. • Limited use of render, typically in grey tones. • Diverse architectural styles more prominent in larger scale double storey dwellings. • Varying building maintenance along Orbital Drive. • Brick dwellings largely of good quality.
	Roof styles, materials & colours	• Predominately tiled hip and gable roof styles. • Terracotta and grey tile materials throughout. • Gable roof styles often associated with double storey dwellings. • Garages and carports predominately flat or hip roof styles. • Limited emerging roof styles throughout the suburb. • Eaves are common as part of both single and double storey dwellings. • Limited instances of solar panels on roofs.

Features for Assessment		Neighbourhood Feature Observations
Notable Features	**Details of the footpath & street**	• Pedestrian paths on both sides of the street connect to open space and broader street network. • Pedestrian paths along residential side of road interface with the Maribyrnong River. • Limited pedestrian connections down the escarpment.

Keilor

Zones and Overlay Plan

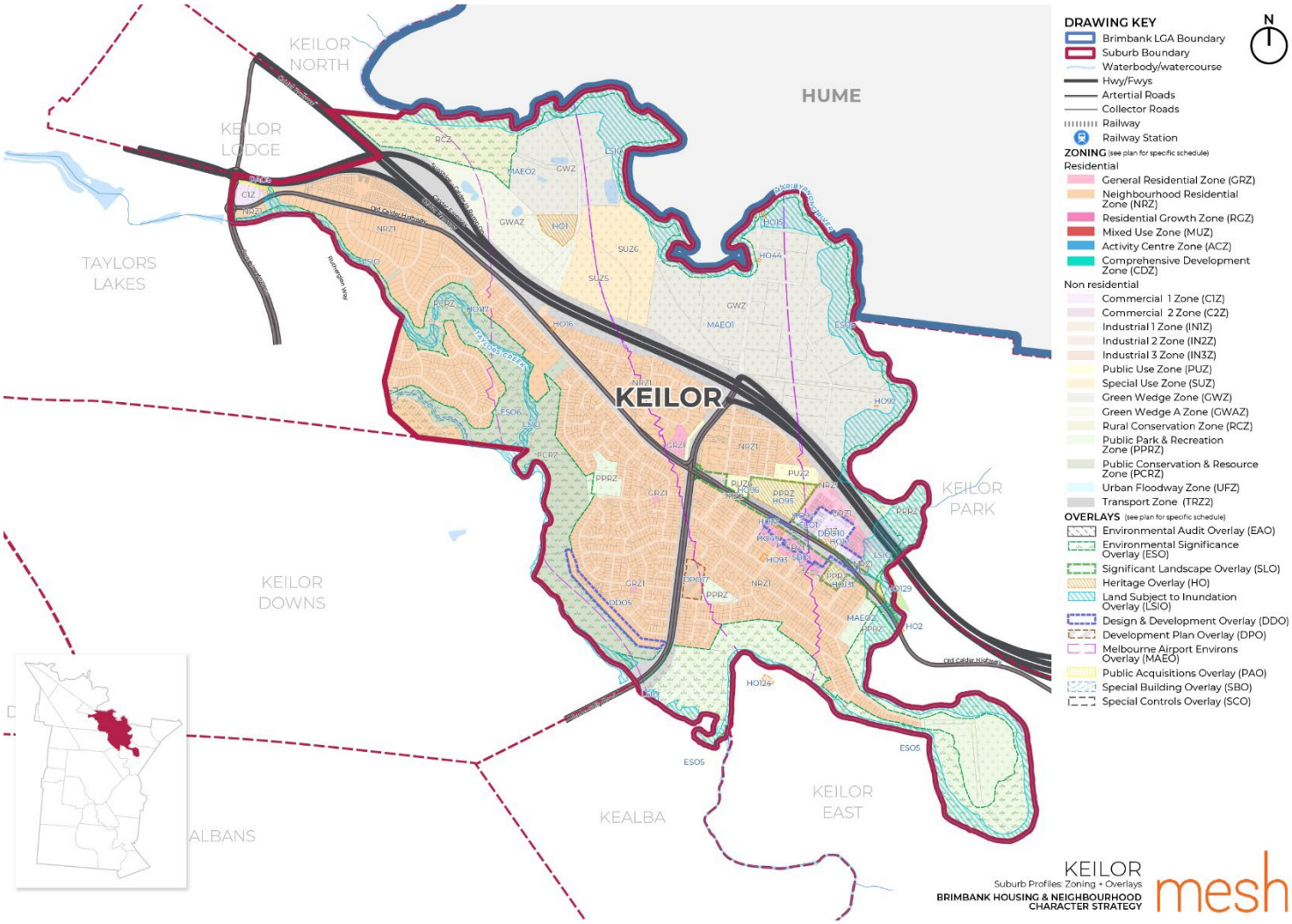


Figure 31: Keilor - (Left) Dwelling with double crossover. (Centre) Generous front setback along Feathertop Drive. (Right) Contemporary development along Patterson Avenue.







Existing Suburb Character Description

A green and spacious setting achieved by street tree planting and generous private realm landscaping. Large canopy streets, varied species selection and expanses of lawn are contained in well-maintained front garden landscaping.

Dwellings typically follow the slope of the land and result in varied building levels and address the street.

Residential areas are characterised by large dwellings that are generally highly articulated with large windows which capture views to the surrounding natural environment.

Infill development appears to be concentrated around Patterson Avenue, where it achieves varied integration with the street and traditional housing stock. Renovation and redevelopment of detached dwellings is evident throughout the suburb, particularly adjoining Keilor Village Shopping Precinct.

Key connector roads separate residential areas from each other. Keilor is surrounded by Taylors Creek, the Maribyrnong River and adjoining parklands which creates strong physical and visual links to the natural environment. There is mixed interface and access to natural features as a result of topographic variation.

Keilor Village Shopping Precinct is enclosed by undulating topography, particularly northeast and southwest. Several local open spaces and two education facilities are located within the suburb. A large scale aged care facility is accessed from Old Calder Highway. The aged care facility is largely screened by adjoining residential development. Abuttal to the Calder Freeway results in a number of irregular triangle style lots with a limited interface with the street

The area is predominately affected by the Melbourne Airport Environs Overlay. A Special Building Overlay and Design and Development Overlay affect residential land abutting Keilor Village Shopping Precinct. A small area is affected by a Development Plan Overlay adjoining Green Gully Road. Heritage dwellings are scattered in lower areas adjoining Keilor Village Shopping Precinct and Old Calder Highway. A Significant Landscape Overlay covers the Old Calder Highway and adjoining open space reserves.

Suburb Contributors and Threats

Contributors

- **Consistency of siting, setbacks and site coverage:** Contemporary development provides front and side setbacks in keeping with traditional housing stock.
- **Connections to open space:** Wide landscape setting creates views to natural assets and Keilor Village.
- **Vegetation and landscaping:** Private front gardens contribute to a landscape setting.
- **Consistent, complementary colours and materials:** Articulated façades with large windows and high quality materials and finishes.

Threats

- **Limited connectivity or accessibility:** Back of fence treatments to Taylors Creek and Maribyrnong River limit active interface and address.
- **Excessive bulk or height:** Increased site coverage with large driveways and areas of impervious surfaces.
- **Excessive bulk or height:** Larger lots are often subdivided as part of contemporary infill development.
- **Excessive bulk or height:** Contemporary development often achieves increased visual bulk to the street and natural environment as a result of vegetation removal and limited landscaping.

Neighbourhood Character Features

Table 12: Keilor Neighbourhood Character Feature Observations

Features for Assessment		Neighbourhood Feature Observations
Pattern of Development	**Locations, transitions & boundaries**	• Green Gully Road dissects the centre of the suburb. Service road provides lot access and frontage. • Taylors Creek and the Maribyrnong River provide natural boundaries along the south and east. • Significant topographic variation. • Residential areas adjoin the local activity centre. • Back of fence treatments are typical to open space reserves. • Calder Freeway separates residential and Green Wedge Zoned land.
	Private & public realm landscaping	• Street planting on most streets with varying levels of canopy tree coverage. • Mixed street tree species selection. • Established trees within central medians of court bowls. *Example: Huon Court.* • Moderate to generous front garden landscaping typically containing areas of lawn and formalised garden beds. • Canopy trees within front and rear landscaping. Established trees within some front gardens. *Example: Petrik Drive, Arabin Street and Feathertop Street.* • Well-maintained nature strips and front gardens.
	Street alignment, type & proportions	• Curvilinear road network with key links to Green Gully Road and Old Calder Highway. • Topographic variation results in dead-end style treatments and long block lengths. • Pedestrian paths on both sides of the street, connecting to open space and the broader street network. • Wide streets consistent throughout the suburb. Example: *Petrik Drive.*
Built Form Scale and Character	**Setbacks & site coverage**	• Moderate to generous front setbacks. • Moderate side setbacks provide vehicle parking or access to garages/carports. • Minimal side setbacks typical for small lot sizes west of Green Gully Road. • Generous setbacks to the south of the activity centre, typically associated with topographic variation. • Contemporary development retains existing street setbacks. *Example: Patterson Avenue.* • Dwellings typically achieve increased site coverage and building bulk.
	Building types & height	• Low rise predominately single and double storey detached dwellings. • Predominately double storey dwellings along Church Street. • Taller building heights would likely obscure existing views to tree tops and open space.
	Lot size	• Predominately 500–650sqm lots to the south. • Larger lots of 1000sqm in the northwest, centre and northeast. • Reduced lot sizes as a result of contemporary development around Patterson Avenue.
	Fencing height, materiality, finish & transparency	• Varied instances of front fencing. Areas in the southwest have limited front fencing outcomes. • Front fencing is often moderate to high in scale in brick materials with ornate metal details. • Some instances of timber and ‘pool style’ front fences. • Fencing height increases and permeability decreases adjoining Old Calder Highway.

Features for Assessment		Neighbourhood Feature Observations
	Garages, carports, crossovers, access & car parking	• Garages typically integrated with the built form. • Carports typically occur as part of dwellings west of Green Gully Road. • A mixture of single and double crossovers. Double crossovers typically achieved as part of larger lots. • Crossovers impact on street trees and nature strips. *Example: Watson Rise.* • Attached double garages are a prominent feature, located in line with or in front of dwelling façades. • Driveways are a prominent feature and often achieve parking for multiple vehicles.
Architectural Styles and Roof Styles	**Era of development**	• Varied eras of development. • 1990s era in the north. • 1980s to 2000s era in central areas. • 1970s era and more recent contemporary development along Patterson Avenue.
	Building materiality & quality	• Architectural styles vary from brick veneer to contemporary brick. • Predominately orange and brown brick colours. • Light coloured timber materials typically used in contemporary development. • Some historical architectural allusions. • Topographic variation affects architectural styles and building form.
	Roof styles, materials & colours	• Predominately hip and gable roof styles in dark and terracotta tiles. • Integrated garages and carports typically with flat or hip roof styles. • Eaves are common and as part of more recent development. • Solar panels on roofs are common.
Notable Features	**Details of the footpath & street**	• Pedestrian paths on both sides of the street, connecting to open space and the street network.

Keilor Downs

Zones and Overlay Plan

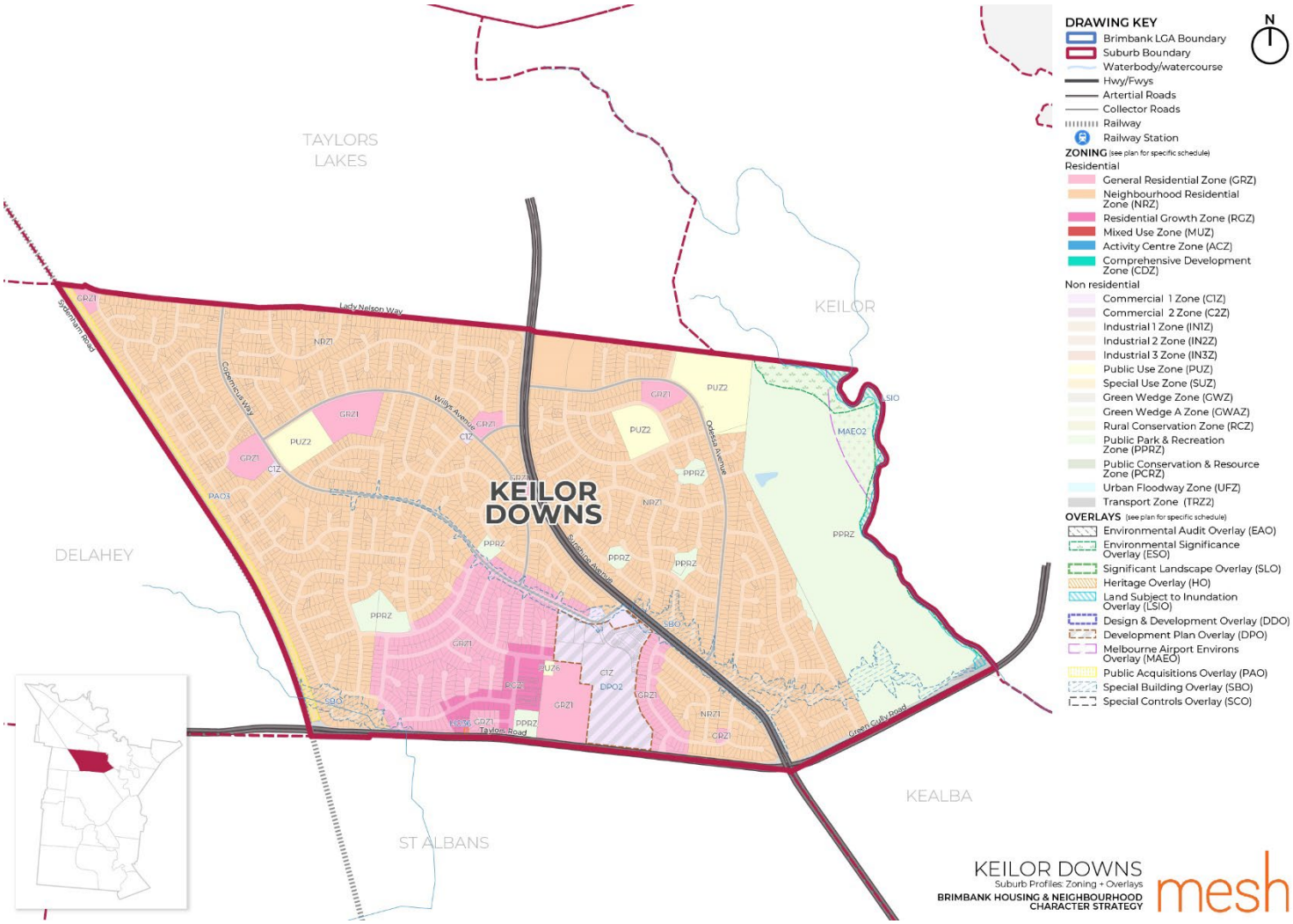


Figure 32: Keilor Downs - (Left) Spacious streets north of Copernicus Way. (Centre) Contemporary infill development north of the shopping centre. (Left) Palm trees within the private realm and generous front landscaping.







Existing Suburb Character Description

Housing typologies are similar, predominately single and double storey detached dwellings. Building styles are reflective of development from the late 1970s and 2000s. Revitalisation and renovation to older building styles by property owners throughout the suburb.

Characterised by dwellings on moderate to large lots with generally well-established and maintained front gardens.

Established palm trees are visible across the suburb. Dwellings typically feature highly articulated facades with large windows. There is an eclectic mix of architectural styles ranging from brick veneer to rendered brick, concrete, and some instances of brick and timber board facades.

The road network includes curved roads with footpaths on both sides. Shorter streets and cul-de-sacs are typically narrower in width and often lack footpaths. Prominent fencing along key streets usually tapers off as part of the finer grain road network. This contributes to an overall spacious garden setting.

Keilor Downs is host to Keilor Central Shopping Centre, Brimbank Aquatic and Wellness Centre, and several schools, churches, and local parks, the suburb provides a range of service, leisure and convenience assets for the community. Green Gully Reserve provides a substantial active open space asset. The Keilor Shopping Centre and surrounding land parcels to the north are covered by an Urban Design Framework and Development Plan Overlay (Schedule 2). A Heritage Overlay affects a residential property along Taylors Road.

Suburb Contributors and Threats

Contributors

- **Integrated infill development** Contemporary development around Keilor Central Shopping Centre creates a new pocket of medium density townhouse typologies that diversifies both residential and mixed use development.
- **Vegetation and landscaping:** Canopy tree coverage contributes to a garden setting.
- **Vegetation and landscaping:** Sense of spaciousness as a result of private realm landscaping in front, side and rear setbacks.
- **Street layout:** Curved road network creates a local neighbourhood feel.

Threats

- **High fencing:** High impermeable fencing creates a poor residential interface with Taylors Road and Sunshine Avenue.
- **Change in materiality or style:** Roller shutter treatments over windows reduce connection and visual permeability with the street.
- **Excessive bulk or height:** Scale and siting of infill development is inconsistent with traditional housing stock.

Neighbourhood Character Features

Table 13: Keilor Downs Neighbourhood Character Feature Observations

Features for Assessment		Neighbourhood Feature Observations
Pattern of Development	**Locations, transitions & boundaries**	• New medium density townhouse development north of Keilor Central, which is unique to the suburb. • Limited residential active interface to the rail line or pedestrian connectivity. • Limited dwelling style, height and setback variation between Keilor Downs and Keilor Lodge along Lady Nelson Way. • Limited active address to Taylors Road, Green Gully Reserve, the leisure centre or Keilor Central Shopping Centre. • Limited active frontage to Sunshine Avenue with limited pedestrian connectivity and accessibility.
	Private & public realm landscaping	• Generous front and rear gardens. • Palm trees are an identifiable feature of the street and private gardens. • Vegetable gardens frequently feature in front setbacks.
	Street alignment, type & proportions	• Curvilinear street layout with cul-de-sac pattern. • Short streets and court bowls that are narrow in width. • Spacious main roads.
Built Form Scale and Character	**Setbacks & site coverage**	• Generous front setbacks are consistent on both sides of the road. • Generous backyards that often contain garages and sheds. • Side setbacks with minimal landscaping.
	Building types & height	• Predominantly single and double storey dwellings. • Medium density townhouse typology around Keilor Central Shopping Centre (three storey height).
	Lot size	• Moderate to large lots, generally 650–1000sqm. • Unit developments occur throughout; typically 2–3 unit outcomes.
	Fencing height, materiality, finish & transparency	• Limited instances of front fencing. • Rare instances of medium height fencing, typically of brick and/or ornate metal material. • Colorbond steel high fencing along the side and rear of dwellings, typically cream and light green in colour.
	Garages, carports, crossovers, access & car parking	• Garages often integrated with built form and aligned with front building façade. • Generous width driveways provide for additional off-street car parking. • Single crossovers.
Architectural Styles and Roof Styles	**Era of development**	• Late 1970 to 1980s era development. • Emerging new 2000s and more recent development in the immediate vicinity of Keilor Central Shopping Centre.
	Building materiality & quality	• Variety of brick in brown, orange and cream colours. • Render and concrete materials in contemporary developments, typically grey and white in colour. • Highly articulated facades with large windows and positive address to street frontage.

Features for Assessment		Neighbourhood Feature Observations
		• Roller shutter treatment on front and side windows.
	Roof styles, materials & colours	• Predominantly tiled hipped, gable roofs; a small number of Dutch roof styles. • Mixed roofing materials and colours, largely terracotta and black tile. • Eaves are common as part of traditional single storey dwellings. • Limited instances of solar panels.
Notable Features	**Details of the footpath & street**	• Landscaping is present to the street edge. • Short streets and court bowls often lack footpaths on both sides. • Mixed street trees with frequency of street tree planting increasing in the north.

Keilor Lodge

Zones and Overlay Plan

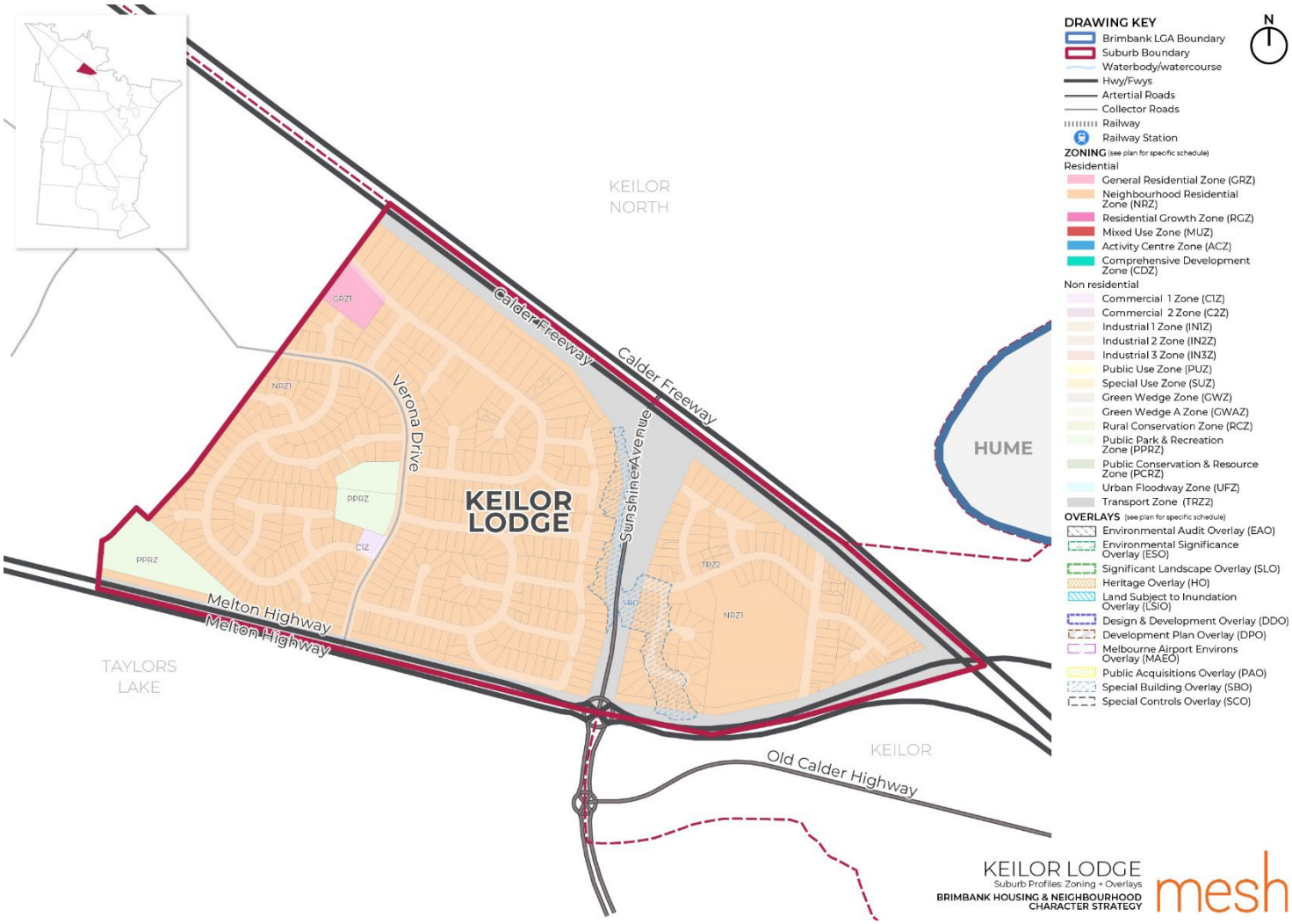


Figure 33: Keilor Lodge - (Left) Dominant front garages and canopy trees within the private realm. (Centre) Diverse building styles. (Right) Generous front gardens.







Existing Suburb Character Description

Predominately homogenous housing typologies that are predominately single and double storey detached dwellings. Buildings feature brick and rendered materials, large expansive windows and articulated facades.

Wide streets with well-maintained nature strips and adjoining moderate scale front landscaping creates a spacious garden setting.

Characterised by larger dwellings on moderate to large lots, there are limited examples of infill development. A small quantity of townhouse typologies within Santa Monica Drive achieve building styles, material selection and setbacks in keeping with adjoining detached dwellings.

Pedestrian paths are achieved along key local roads but are limited as part of dead-end streets. Pedestrian connectivity between dead-end streets is achieved via access lanes that connect through to open space. Limited footpath provision extends lawns and gardens to the roadway, accentuating the width of the streetscape.

Large scale residential development on corner lots often results in address to both streets and crossovers on both streets which provide front and side vehicle access. Corner dwellings often achieve access to rear garages or private open space from both streets.

Suburb Contributors and Threats

Contributors

- **Street Layout:** Wide road widths contribute to a spacious landscape setting.
- **Street Layout:** Garages and carports provide ample opportunity for off-street vehicle parking, reducing on-street parking and accentuating the streetscape width.
- **Connections to open space:** Pedestrian connections between dead-end roads create a walkable neighbourhood with strong links to public open space.
- **Vegetation and landscaping:** Landscaping and canopy tree provision within private open space contributes to the streetscape.
- **Consistent, complementary colours and materials:** Good quality and well-maintained dwellings.

Threats

- **Limited connectivity or accessibility:** Limited pedestrian paths on local roads reduces connectivity and pedestrian safety.
- **Excessive bulk or height:** Increased building bulk and scale increases site coverage and areas of impervious surfaces.

Neighbourhood Character Features

Table 14: Keilor Lodge Neighbourhood Character Feature Observations

Features for Assessment		Neighbourhood Feature Observations
Pattern of Development	**Locations, transitions & boundaries**	• Calder Freeway provides a hard boundary to Keilor North. • Melton Highway extends the length of the suburb's southern boundary. • Back of fence treatment to Sunshine Avenue. Sunshine Avenue divides the suburb.
	Private & public realm landscaping	• Varied levels and species selection of street trees. • Established canopy trees are limited across the suburb. • Moderate front garden landscaping outcomes, typically formalised garden beds with low level shrubs, a canopy tree and an expansive lawn.
	Street alignment, type proportions	• Curvilinear dead-end style street network. • Pedestrian connections provided between dead-end roads. • Wide road widths with limited pedestrian paths. • Pedestrian paths provided on main local roads only.
Built Form	**Setbacks & site coverage**	• Varied but generous front setbacks. • Limited pattern or uniformity to dwelling setbacks within the street. • Typically minimal side setbacks due to increased building bulk.

Features for Assessment		Neighbourhood Feature Observations
		• Some instances of moderate setbacks achieving vehicle parking. • Instances of walls to boundaries, typically a result of increased bulk form bulk and scale.
	Building types & height	• Low rise, mix of single and double storey detached dwellings. • Double storey dwellings are more dominant on larger lot sizes, particularly adjoining the Calder Freeway. • Limited townhouse typologies, limited provision on Santa Monica Drive.
	Lot size	• Predominately 650–800sqm lots. • Lots greater than 1000sqm adjoining the Calder Freeway. *Example: Nordic Avenue.*
	Fencing height, materiality, finish & transparency	• Limited front fencing. • Infrequent low scale permeable fencing typically used as edging to a formalised garden. • Hedging often used to separate gardens from the footpath/street. • Some instances of medium scale permeable orange brick fencing with ornate metal details on larger lots.
	Garages, carports, crossovers, access & car parking	• A mixture of single and double crossovers. • Dual crossovers achieve loop driveways or access to multiple garages. • Side setbacks often achieve vehicle parking. • Townhouses and units achieve access via single or double crossovers. • Garages do not dominate the building façade.
Architectural Styles and Roof Styles	**Era of development**	• Predominately 1990s to 2000s builds. • Limited contemporary infill development.
	Building materiality & quality	• Predominately brick dwellings of orange and cream colours. • Concrete and rendered dwellings typically in cream and grey tones. • High levels of building quality and maintenance. • Mixed architectural styles and massing.
	Roof styles, materials & colours	• Predominately hip roof style with terracotta and dark tile material. • Mixture of other roof styles including gable, dutch, flat and shed styles. • Eaves are common in dwellings even with varied roof styles. • Limited instances of solar panels on roofs.
Notable Features	**Details of the footpath & street**	• Pedestrian paths typically on a single side of the street. • Pedestrian paths on both sides of the street on main roads. *Example: Verona Drive.*

Keilor Park

Zones and Overlay Plan

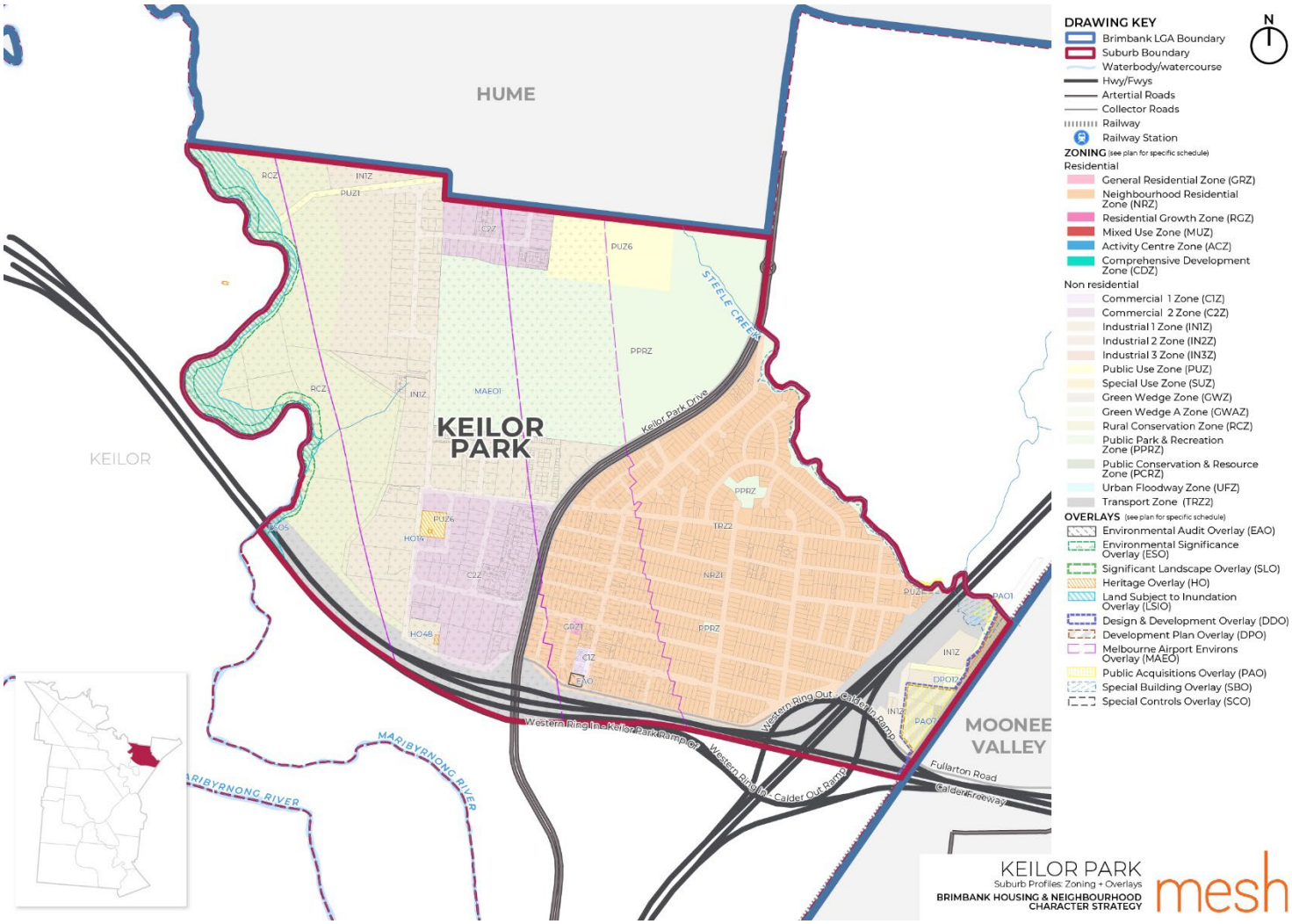


Figure 34: Keilor Park – (Left) Typical dwelling with roller shutters limiting passive surveillance of the street. (Centre) Dwellings adjoining the creek line. (Right) Contemporary development next to traditional housing stock.







Existing Suburb Character Description

Predominately single detached dwellings with emerging double storey contemporary redevelopment and townhouse typologies. Contemporary infill development in the form of townhouses and units is scattered throughout and found at greater instances immediately north of Fullarton Road. Infill development varies dwelling siting and material palettes of traditional housing stock.

Residential development is isolated from adjoining residential areas as a result of abutting industrial development and major road infrastructure.

Steele Creek creates a natural separation between residential and industrial zones. Abutting industrial development, road infrastructure and the creek corridor contributes to a sense of containment and enclosure of the residential area.

Detached dwellings are typically situated on small to moderate size lots with varied levels of planting and species selection within front garden landscaping. Topography variation in the north results in higher instances of retaining walls and fence treatments to the street. There is limited address to Steele Creek and the linear creek corridor in the north.

The suburb is serviced by local convenience shops and recreation provision. Limited connectivity is provided to Keilor Recreation Reserve in the west. An Environmental Audit Overlay covers a single property adjoining Fullarton Road. The Melbourne Airport Environs Overlay affects properties in the south-west.

Suburb Contributors and Threats

Contributors

- **Consistent, complementary colours and materials:** Consistent brick materials in cream and orange colours.
- **Vegetation and landscaping:** Tidy private gardens and well-maintained nature strips.
- **Low to moderate height front fencing:** Permeable and low front fences.
- **Street layout:** Grid based road network with strong local pedestrian connections.

Threats

- **High fencing:** Large solid fencing which disrupts the rhythm of the street.
- **Limited connectivity or accessibility:** Poor accessibility to adjoining residential areas and Brimbank more broadly.
- **Excessive bulk or height:** Bulky units with minimal setbacks that are not in keeping with the surrounding spacious residential area.

Neighbourhood Character Features

Table 15: Keilor Park Neighbourhood Character Feature Observations

Features for Assessment		Neighbourhood Feature Observations
Pattern of Development	**Locations, transitions & boundaries**	• Back of fence interface along full interface with Keilor Park Drive. • Fullarton Road separates residential land and the Calder Freeway. • Creek line and varied topography separates residential land and industrial uses. • Back of fence interface to Western Ring Road.
	Private & public realm landscaping	• Varied levels of street planting. Streets trees occur on most streets. • Limited canopy tree coverage. • Large established trees adjoin Keilor Park Preschool. • Established trees often form part of front landscaping. • Minimal to moderate front landscaping typically with expanses of lawn and low rise planting. • Minimal landscaping predominately associated with townhouse typologies.

Features for Assessment		Neighbourhood Feature Observations
	Street alignment, type & proportions	• Unconventional grid based street network. • Dead-end style treatments abut Keilor Park Drive and Western Ring Road. • Limited instances of courts with a central median. • Wide streets allow for vehicle parking on both sides.
Built Form Scale and Character	**Setbacks & site coverage**	• Traditional housing stock with moderate front setbacks. • Contemporary development and townhouse typologies with minimal front setbacks. • Generous front setbacks in the north typically a result of topographic influence on building siting. • Instances of dwellings set back on an angle from the street. *Example*: *Fosters Road*. • Minimal to moderate side setbacks sometimes achieving vehicle parking or access. • Some instances of walls on boundaries.
	Building types & height	• Low rise, typically single storey detached dwellings. • Double storey dwellings typically townhouse typologies or contemporary development. • Older style unit typologies in the north along Fosters Road. • Emerging contemporary infill development with townhouse typologies, typically 1–2 on a lot.
	Lot size	• Predominately 500–650sqm and 650–800sqm lots. • Lots under 400sqm and lots above 650sqm are limited. • Lots less than 300sqm are typical of infill development.
	Fencing height, materiality, finish & transparency	• Low to moderate height permeable fencing is common. Typically brick in material with ornate metal details. • Limited high fences with reduced permeability in the northeast, typically orange and brown in colour. • Stone retaining walls exist on lots towards Steele Creek. • Side fencing is a prominent feature on corner lots.
	Garages, carports, crossovers, access & car parking	• Side setbacks typically provide garages and carports. • Predominately single crossovers. • Garages are typically integrated with the built form. • Townhouses and units achieve access via shared driveways and common property.
Architectural Styles and Roof Styles	**Era of development**	• Predominantly 1970s and 1980s era. • Emerging contemporary infill development, particularly in the south.
	Building materiality & quality	• Brick dwellings typically of orange and cream colours. • Traditional housing stock achieves consistent styles and materiality. • Slope responsive development towards Steele Creek. • Mixed building materials adjoining Fullarton Road. • Roller shutters are evident throughout.
	Roof styles, materials & colours	• Predominately hip style roofs with dark/grey tile. • Contemporary developments retain hip roof styles. • Garages/carports often achieve flat roof styles. • Eaves are common on dwellings. • Limited instances of solar panels on roofs.

Features for Assessment		Neighbourhood Feature Observations
Notable Features	**Details of the footpath & street**	• Pedestrian paths on both sides of the streets. • Streetscapes are uniform throughout the suburb • Limited pedestrian connectivity to residential development to the south and to the recreation reserve in the northwest.

Kings Park

Zones and Overlay Plan

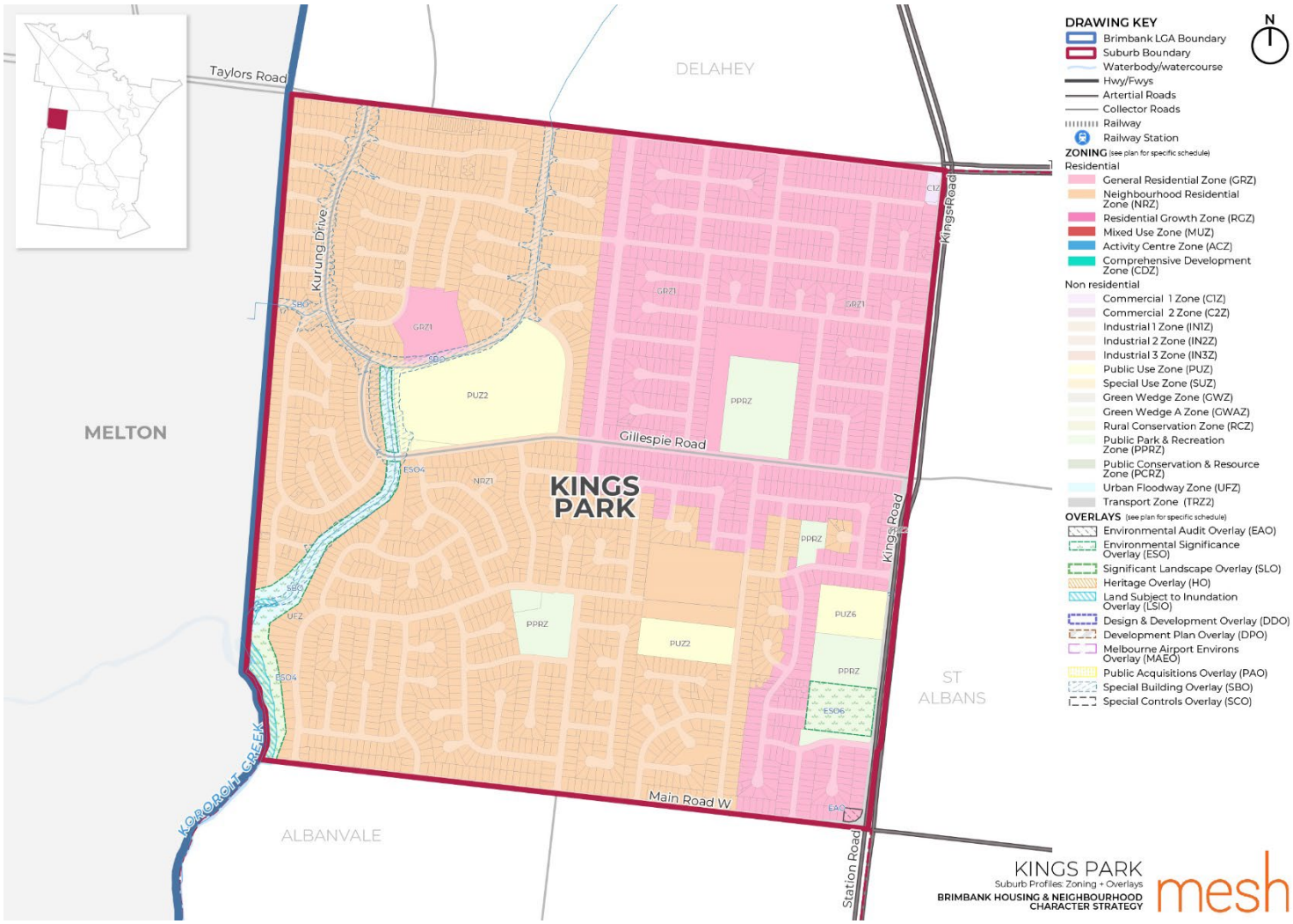


Figure 35: Kings Park - (Left) Typical dwelling with moderate front setback and roller shutters on front windows. (Centre) Moderate fencing in brick material. (Right) Front setbacks used for additional car parking.







Existing Suburb Character Description

Building styles are predominately consistent and achieve similar architectural styles, roof styles and colour selection. Housing typologies are typically single storey detached dwellings.

Moderate front setbacks, low scale building heights and wide streets create a spacious setting.

Predominately brick dwellings in varied colours. Dwellings feature large open windows, often with roller shutters. Revitalisation and renovation by property owners is evident and typically introduces rendered finishes. Dwellings feature similar architectural styles, scale and roof styles as the adjoining suburb of Delahey.

A varied street network with dead-end and court bowl style treatments. Streetscapes often lack footpaths. Front setbacks are frequently used for additional vehicle parking, which limits landscaping scale and species variation.

The suburb is predominately residential with very limited vacant sites or areas undergoing change or transition. A small convenience centre, a range of education facilities and a series of open space reserves provide land use variation and amenity to residents.

A Special Building Overlay affects land in the north. An Environmental Significance Overlay protects a waterway corridor in the west and an open space reserve in the south-eastern corner.

Suburb Contributors and Threats

Contributors

- **Consistent, complementary colours and materials:** Similar architectural styles, colours and material palette creates visual consistency across the suburb.
- **Consistency of siting, setbacks and site coverage:** Detached dwellings create breaks between built form and moderate setbacks which contribute to a low scale and spacious setting.
- **Street layout:** Wide streets create a spacious setting.

Threats

- **High fencing:** Dominant fencing styles with reduced permeability.
- **Dominant vehicle access and parking:** Dominant areas within front setbacks which are used for additional vehicle parking.
- **Inadequate landscaping:** Limited variation in private realm species selection or canopy tree provision.

Neighbourhood Character Features

Table 16: Kings Park Neighbourhood Character Feature Observations

Features for Assessment		Neighbourhood Feature Observations
Pattern of Development	**Locations, transitions & boundaries**	• Residential frontage to Taylors Road, Kings Road and Main Road West. • Back of fence interface to Burnside Heights. No through vehicle connections and limited pedestrian connections. • Back of fence interface and limited connectivity to Kororoit Creek and the linear drainage reserve in the southwest.
	Private & public realm landscaping	• Limited street tree provision. • Established street trees are typically the only street trees. • Minimal front garden planting, typically only lawn with some low rise planting. • Sparse street trees with no consistent theme for planting when street tree planting does occur. • Landscaping and species variation often impacted upon by driveways and vehicle parking.
	Street alignment, type & proportions	• Varied street network. Some instances of unconventional grid network. • Dead-end style roads and court bowls are typical. • Wide streets.

Features for Assessment		Neighbourhood Feature Observations
		• Curved streets create larger irregular shaped lots, particularly as part of a dead-end stye roads.
Built Form Scale and Character	**Setbacks & site coverage**	• Minimal - moderate side setbacks often with vehicle parking or access. • Minimal side setbacks typically a result of irregular and narrow style lots. • Moderate to generous scale front setbacks. • Varied site coverage. • Consistent setbacks along the street.
	Building types & height	• Low rise, predominately single storey detached dwellings. • Limited townhouse typologies throughout. Example: *Taylors Road.* • Older style duplex units and dual occupancy typologies in the south adjoining Nariel Road.
	Lot size	• Predominately 500–600sqm. • Irregular shaped lots and lots adjoining Kororoit Creek typically larger.
	Fencing height, materiality, finish & transparency	• Front fences are common. • Fencing is typically medium height and permeable. • Some instances of reduced permeability, particularly along key roads. • Fencing materials vary. Brick, timber and Colorbond materials are common.
	Garages, carports, crossovers, access & car parking	• Predominately single crossovers. • Side setbacks provide vehicle parking and often access to the rear of properties. • Carports are more common than integrated garages. • Carports are often deep, providing multi-vehicle parking. • Front setbacks are typically used for additional vehicle parking.
Architectural Styles and Roof Styles	**Era of development**	• Predominately 1980s to 2000s. • Limited contemporary or infill development. • Evident revitalisation of older properties.
	Building materiality & quality	• Predominately brick dwellings in orange and cream colours. • Rendered dwellings typically in cream and grey tones.
	Roof styles, materials & colours	• Predominately hip style roofs. • Variety of roof colours, typically terracotta, grey or brown. Tile a key material. • Some instances of gable styles. • Eaves are typical as part of dwellings. • Limited instances of solar panels on roofs.
Notable Features	**Details of the footpath & street**	• Pedestrian paths provided on most streets. • Pedestrian paths in the north limited to key local roads only.

St Albans

Zones and Overlay Plan

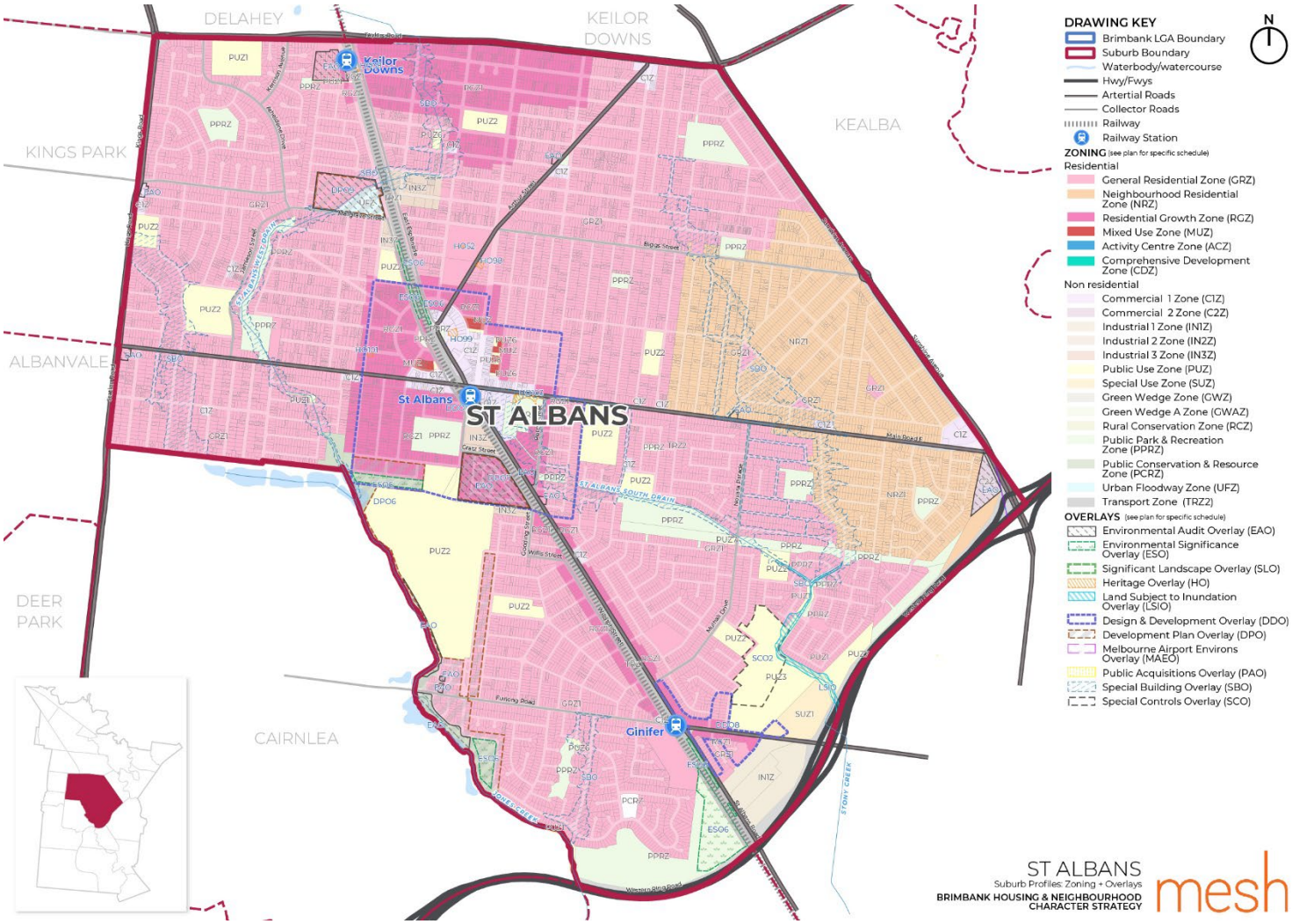


Figure 36: St Albans - (Left) Traditional Housing Stock with pool style fence. (Centre). Contemporary development in the south-west adjoining McKechnie Street. (Right) Attached townhouse typologies.







Existing Suburb Character Description

Mixture of traditional housing stock and more contemporary development. Townhouse and unit developments are scattered throughout and found at greater instances in proximity to the St Albans Activity Centre. Various small scale and larger vacant sites exist. Larger sites often achieve integrated redevelopment outcomes. This is particularly evident adjoining the Victoria University Campus in the southeast.

Architectural styles are diverse and reflective of the contemporary redevelopment of traditional housing stock and new infill development.

Traditional housing stock is typically situated on moderately sized lots with varied levels of planting and species selection within front garden landscaping. Contemporary and infill development typically results in a high level of site coverage and dwellings built to the property line. Traditional housing stock is typically retained as dual occupancy or redeveloped into 2–3 new townhouse or unit typologies. There is greater dwelling style and roof style variation than adjoining suburbs.

A predominately residential suburb which is well serviced by three train stations and various bus routes. St Albans includes various education facilities and the Victoria University Campus. The Sunshine Hospital and adjoining health services are located in the south-east. Aged care facilities are located throughout the suburb and along key roads. St Albans Activity Centre, local convenience shopping strips and a small isolated pocket of industrial land provide land use variation.

There is limited dwelling type, colour or material palette difference between dwellings in different residential zones. Contemporary buildings in the south-west are guided by a Development Plan Overlay which results in uniform and similar development. Various Environmental Audit Overlays affect properties throughout St Albans. The Activity Centre and Sunshine Hospital precinct are affected by a Design and Development Overlays

Suburb Contributors and Threats

Contributors

- **Vegetation and landscaping:** Deciduous trees and olive tree planting along streets and within the private realm.
- **Street layout:** Wide streetscapes create a spacious setting.
- **Vegetation and landscaping:** Sense of spaciousness as a result of private realm landscaping in front, side and rear setbacks.

Threats

- **Inadequate landscaping:** Removal of vegetation and minimal areas for landscaping as a result of contemporary and infill development.
- **Dominant vehicle access and parking:** Dominance of car access and parking within side and front setbacks and along the street.
- **Increased built form bulk or scale:** Increased site coverage and impervious surfaces.
- **High fencing:** High fencing and a lack of front garden landscaping.
- **Change in materiality or style:** Roller shutter treatments over windows reduce connection and visual permeability with the street.

Neighbourhood Character Features

Table 17: St Albans Neighbourhood Character Feature Observations

Features for Assessment		Neighbourhood Feature Observations
Pattern of Development	**Locations, transitions & boundaries**	• Predominately active residential interfaces to bounding roads. • Back of fence interface separated by a vegetation buffer along Western Ring Road. • Rail line separates the suburb into eastern and western parts.
	Private & public realm landscaping	• Minimal street tree and canopy tree provision across the suburb. • Higher instances of street trees associated with new infill development areas or as part of streetscape improvement works. • No consistent theme for street tree planting. • Street tree planting often by individual owners—olive trees/fruit trees.

Features for Assessment		Neighbourhood Feature Observations
		• Wide nature strips with raingardens south of Main Road and west of McKechnie Street. • Minimal to moderate scale front gardens often incorporate fruit trees or vegetable gardens. • Minimal front landscaping as part of contemporary development. • Landscaping often impacted upon by vehicle parking.
	Street alignment, type & proportions	• Wider streets south of Main Road. • Narrower streets in northwest. *Example: Jamieson Street.* • Grid based street network in the north and northeast and southeast. • Court-bowls and curved road network are common in the south and northwest.
Built Form Scale and Character	**Setbacks & site coverage**	• Moderate side setbacks as part of traditional housing stock. • Minimal front and side setbacks as part of contemporary development. • Moderate front setbacks on both sides of the street are typical. • Rear setbacks often contain garages or sheds. • Contemporary development achieves increased site coverage. • Multi-unit developments adjoining the activity centre in the south have high levels of impervious surfaces.
	Building types & height	• Predominately low rise single storey detached dwellings. • Contemporary development diversifies typology types. This includes attached and detached townhouses, low scale apartments and multi-unit development outcomes. • Traditional housing stock also includes single storey attached unit typologies. • Double storey multi-unit typologies along St Albans Road.
	Lot size	• Predominately 500–650sqm lots. • Lots greater than 800sqm predominately found south of Main Road in the west. • Residential density increases in the north. • Higher density outcomes around train stations.
	Fencing height, materiality, finish & transparency	• Front fencing is common. Typically moderate to low scale and permeable. • Front fencing increases in scale in the east. • Fencing typically of brick materials often with wrought iron details. • Timber style fencing in the south and west. *Example: Disraeli Street.* • Contemporary development often includes moderate scale front fences in brick materials.
	Garages, carports, crossovers, access & car parking	• Side setbacks typically feature carports as part of traditional housing stock. • Side setbacks also provide access to rear garages and sheds as part of traditional housing stock. • Carports, garages and sheds typically set back from the dwelling façade as part of traditional housing stock. • Predominately single crossovers. • Garages integrated with built form as part of contemporary development.
Architectural Styles and Roof Styles	**Era of development**	• Predominately post-war development. • 1970s to 1980s and more contemporary development in the southern and western areas. • Variety of vacant sites throughout.
	Building materiality & quality	• Predominately brick dwellings in orange and cream colours. • Contemporary development varies architectural styles and materials. Greater variety in proximity to the activity centre.

Features for Assessment		Neighbourhood Feature Observations
		• Observations from the 2019 Neighbourhood Character study are affirmed in respect to the contemporary townhouse development typically featuring mixed materials in muted tones. • Similar architectural styles, colours and forms in south/west – *examples Rhodes and Lima Street, Moonstone Circuit, Regan Place.*
	Roof styles, materials & colours	• Predominately hip roof styles in terracotta or dark tile. • Very limited other roof styles • Eaves are common as part of traditional housing stock which reduces as part of contemporary townhouse development. • Limited solar panels on roofs.
Notable Features	**Details of the footpath & street**	• Footpaths typical on both sides of the street. • Pedestrian linkages to Cairnlea in the south. • Limited internal east-west connectivity as a result of the rail line. • Streets heavily used for vehicle parking.

Sunshine

Zones and Overlay Plan

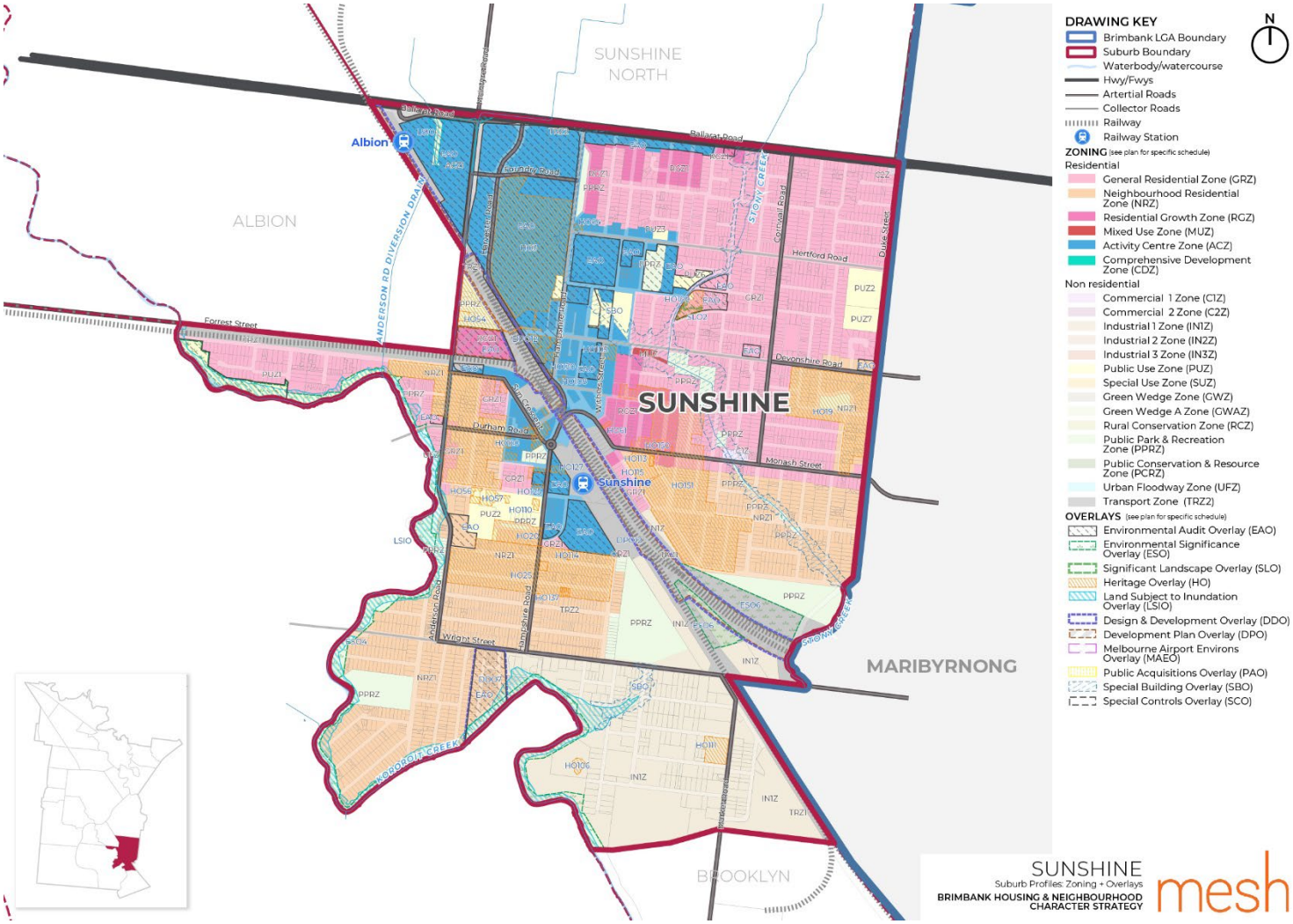


Figure 37: Sunshine - (Left) Heritage Dwellings along Benjamin Street. (Centre) Contemporary townhouses along McCracken Street. (Right) Mixed era development along Fraser Street.







Existing Suburb Character Description

A predominately residential suburb undergoing varied levels of growth and transition as a result of proximity to the Sunshine Activity Centre and infill development of vacant sites. Large quantities of infill residential development have been achieved close to the Activity Centre. Infill residential development associated with the Sunshine Activity Centre has a direct interface with lower scale residential areas.

Despite increasing infill development, there are areas of similar building styles, material selection and setbacks.

Similar building styles, material selection and front setbacks are particularly evident south of the train line and in areas adjoining Herford Road. The train line and key access roads into and through Sunshine Activity Centre split Sunshine into sections. This often results in varying housing typologies, building styles and streetscapes.

Local public open space includes varying levels of embellishments and often achieves a buffer between residential land uses and the train line or commercial land uses. Small pockets of existing industrial and employment-based land uses in the south provide a transition to more heavy industrial land uses adjoining Kororoit Creek. Various education facilities particularly north of the rail line include primary, secondary and university/TAFE campuses.

Heritage protection covers number of dwellings and streets which contributes positively to the streetscape and neighbourhood setting of the immediate area. A Design and Development Overlay affects recently completed infill development in the southwest. A Special Building Overlay affects properties that adjoin a linear drainage reserve south of Ballarat Road. The Environment Audit Overlay affects both commercial, industrial and some residential lots across Sunshine.

Suburb Contributors and Threats

Contributors

- **Street layout:** Wide streets allow for parking on both sides without limiting vehicle movements or pedestrian safety.
- **Street layout:** Pedestrian oriented and permeable road network.
- **Consistent, complementary colours and materials:** Building style and material consistency between Wright Street and Morris Street contributes to character.
- **Vegetation and landscaping**: Street tree planting by individual owners creates a unique sense of place and streetscape variation.
- **Consistent, complementary colours and materials:** Areas of heritage protection contributes to the streetscape and overall character of the suburb.

Threats

- **Limited connectivity or accessibility:** Poor residential interface with Kororoit Creek and relatively little public open space limits connectivity to nature.
- **Poorly integrated retirement villages and aged care facilities:** Scale and siting of aged care and mixed uses abutting lower scale residential areas.
- **Inadequate landscaping:** Minimal landscaping and loss of established vegetation as part of contemporary development.
- **Inadequate landscaping**: Overhead powerlines limit canopy tree establishment.
- **High fencing**: high impermeable fencing to the property line (to screen private open space) along Wright Street that is out of character with surrounding fencing treatments and front setbacks.

Neighbourhood Character Features

Table 18: Sunshine Neighbourhood Character Feature Observations

Features for Assessment		Neighbourhood Feature Observations
Pattern of Development	**Locations, transitions & boundaries**	• Traditional housing stock typically have back of fence interface with open space. • Contemporary development more predominate in the Residential Growth Zone in the south adjoining Queen Circuit and in the southeast in proximity to Monash and Parsons Streets. • Back of fence interface or local roads often provide a boundary between residential and other land uses.

Features for Assessment		Neighbourhood Feature Observations
		• Direct residential and other mixed use abuttal to Ballarat Road. • Duke Street provides a local road boundary between Braybrook and Sunshine. Residential development on the eastern side of Duke Street falls within Braybrook. • Residential interface with industrial land uses in the southeast.
	Private & public realm landscaping	• Moderate street tree planting with higher instances of established street trees. • Variety of street trees with no consistent planting theme. • Varied nature strip widths resulting in varied street tree planting. • Wider nature strips often retain established street trees. *Example: Duke Street.* • New street trees as a result of streetscape improvement works. • Street tree planting often appears as a result of planting by individual owners—olive trees and fruit trees. • Minimal to moderate landscaping of front gardens with canopy trees more often within traditional housing stock front gardens. • Varied canopy coverage. Greater canopy coverage in the southeast adjoining Parsons Street. • Nixon Street, Alexander Avenue, Cornwall Street (south of Monash Street) and Moira Street are examples of a tree lined, landscaped setting. • Established trees within the side and rear setbacks of traditional housing stock. • Dwellings in Neighbourhood Residential Zone bounded by Monash Street, Duke Street, Ruby Way and Drayton Street include moderate to generous front garden landscaping • Front gardens often impacted upon by vehicle parking and access. • Palm trees along Victoria Street create a streetscape feature.
	Street alignment, type & proportions	• Grid based street network. • Dead end style treatments as a result of abuttal to Kororoit Creek. • Street widths allow for parking on both sides. • Rosedale Place provides a narrow dead-end style street network isolated from broader Sunshine.
Built Form Scale and Character	**Setbacks & site coverage**	• Uniformity and consistency of setbacks as part of traditional housing stock. • Moderate side setbacks for traditional housing stock. • Minimal setbacks as part of townhouse typologies. • Moderate to generous front setbacks for traditional housing stock. • Townhouse typologies achieve front setbacks in line with or less than traditional housing stock and often are a dominant building on the street. *Example*: *Station Place, Kinane Crescent, Matthew Street.* • Contemporary development (both detached dwellings and townhouse typologies) have minimal front and side setbacks and increased site coverage.
	Building types & height	• Traditional housing stock is low rise, predominately single storey dwellings. • Contemporary infill development is low-midrise, 2–3 storey rendered brick dwellings. • Limited instance of mid-rise apartments adjoining Alexandra Avenue. • Areas of heritage protection create unique pockets of building styles and types. • Medium density townhouses and units, dual occupancy, semi-detached and row housing creates diversity. *Example: Cobrey Street, Norma Street and Duke Street.*
	Lot size	• Varied lot sizes with predominately 300–500sqm lots. • Traditional housing stock typically of 500–650sqm. • Lot sizes increase adjoining Kororoit Creek. • Residential density increases in the north and central areas.

Features for Assessment		Neighbourhood Feature Observations
	Fencing height, materiality, finish & transparency	• Front fences are common. • Fencing is typically medium height, permeable and consisting of brick, wood or metal finishes. • High impermeable fencing along Wright Street as a result of contemporary development to screen private open space which is inconsistent with fencing along the street.
	Garages, carports, crossovers, access & car parking	• Traditional housing stock typically features carports added on to dwellings within the side setback, set back from the dwelling façade. • Contemporary infill development typically includes garages integrated into the built form. • Concrete driveways dominate the street and impact on street tree provision. • Heritage dwellings typically do not have a carport or garage. Driveways are provided for vehicle parking. • Predominantly single crossovers. Contemporary development often achieves double crossovers.
Architectural Styles and Roof Styles	**Era of development**	• Mix of eras, including heritage, post-war, 1960s, 1970s, 1980s, 1990s and 2000s era development. • Heritage and 1900s to 1940s dwellings in the south and southwest. • Predominately post-war styles north of Monash Street, with some heritage areas. • Contemporary development scattered throughout often includes mock pre-war architectural elements (e.g., weatherboard materials and steel roofs).
	Building materiality & quality	• Variety of building styles and materials, increasing in diversity north of the train line and in proximity to Sunshine Activity Centre. • Brick dwellings are typically of orange and cream colours. • Variation in architectural styles, ranging from heritage and post-war to more contemporary styles. • Solar panels and roller shutters are frequent. • Areas with similar building styles and materials between Wright Street and Morris Street.
	Roof styles, materials & colours	• Varied roof styles, with hip styles with tile materials most common. • Hip style roofs with Colorbond material an emerging roof style. • Heritage dwellings predominately use tin/Colorbond material. • Eaves and verandas are common as part of traditional housing stock. Some instances of eaves as part of contemporary development. • Solar panels are more common on contemporary development.
Notable Features	**Details of the footpath & street**	• Grid network provides pedestrian paths on both sides of the street. • Strong pedestrian connections to open space, shared paths and Kororoit Creek. • Limited pedestrian connections across the train line.

Sunshine North

Zones and Overlay Plan

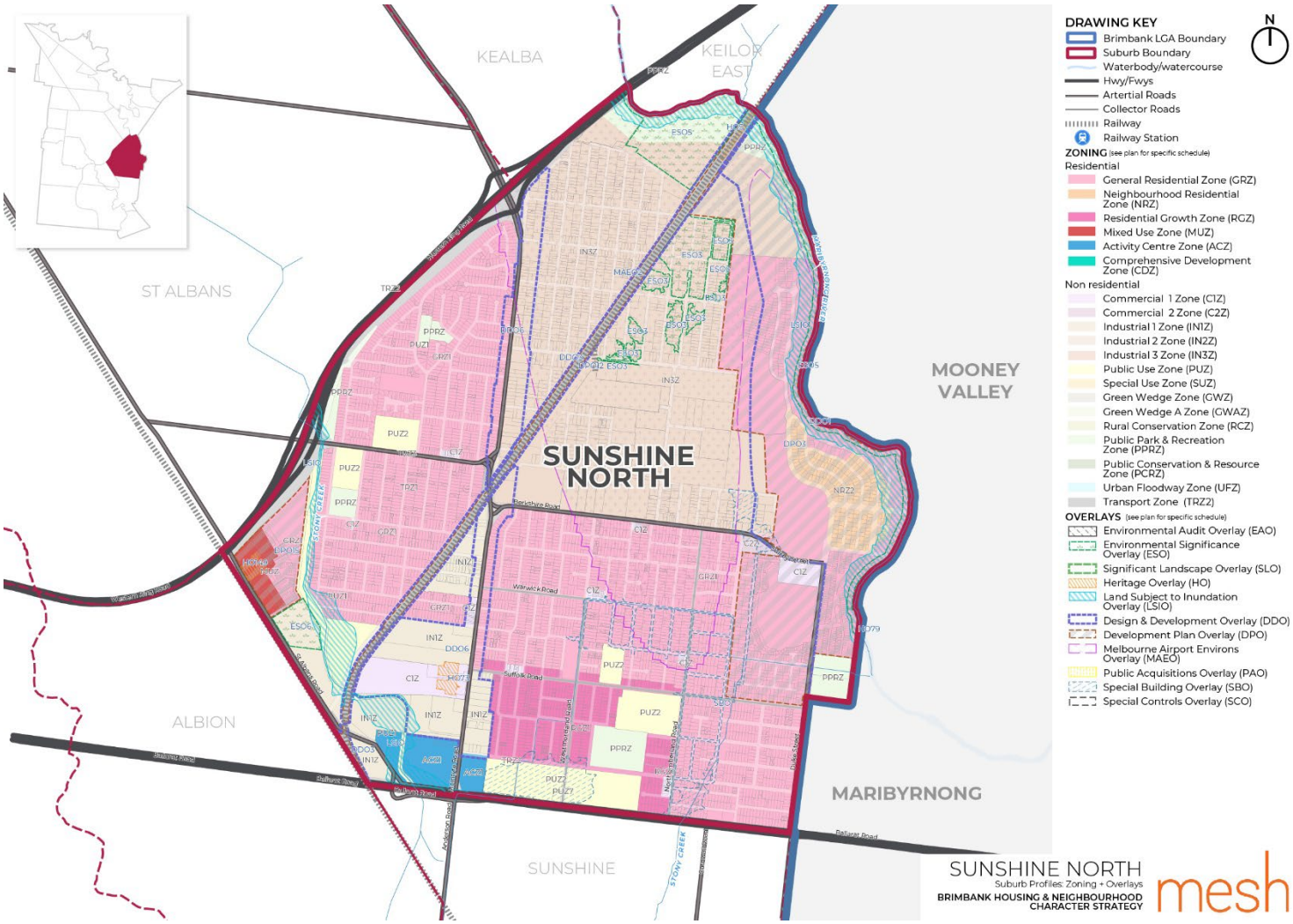


Figure 38: Sunshine North - (Left) Typical traditional house with canopy trees in front setback. (Centre) High density contemporary development in the north. (Right) Slope responsive dwelling along River Valley Boulevard.







Existing Suburb Character Description

A mixture of traditional housing stock and more contemporary development with diverse architectural styles, materials and colour palettes.

Traditional housing stock is typically single storey, situated on moderately sized lots. Medium density or dual occupancy residential outcomes with increased density and site coverage are scattered throughout. Low scale landscaping is achieved as part of traditional housing stock, this is further minimised as part of contemporary development. Species selection is diverse and typically low scale. A greater level of canopy coverage is achieved from street trees and other parts of the public realm than from private lots.

Contemporary townhouse and unit developments are scattered throughout but found more frequently in the northeast, adjoining the Maribyrnong River. Contemporary and infill development results in increased site coverage and built form bulk, together this increases impervious surfaces. These typologies often feature built form to the property line, which reduces opportunity for side setback landscaping. Contemporary development often includes double or triple storey height. Triple storey height is often a result of significant slope in the land and is common as part of the River Valley Development.

Various smaller and larger vacant sites exist throughout the suburb, particularly in the southwest. These may be subject to redevelopment in the future.

The area is surrounded by industrial development to the north, southwest and southeast adjoining Braybrook. The Western Ring Road provides a hard boundary between Sunshine North and St Albans. Direct interfaces to non-residential zoned land often achieves high scaled fencing. McIntyre Road and Berkshire Road provide a separation between industrial and residential land uses.

The suburb includes a variety of zones, including Industrial 3 and Industrial 1 Zones, Commercial 1 Zones, a Mixed Use Zone and a small portion of Activity Centre 1 Zone in the south, adjoining Sunshine Activity Centre.

Design and Development Overlays affect land along the Maribyrnong River and McIntyre Road. Development Plan Overlays affect infill development in the northeast and southwest adjoining St Albans Road. Heritage Overlays affect three properties where design outcomes have integrated heritage features into larger developments. Land Subject to Inundation and Floodway Overlays affect various streets within the northeast and southern parts of the suburb.

Suburb Contributors and Threats

Contributors

- **Consistent, complementary colours and materials:** Consistency of building styles along interface with Sunshine/Ballarat Road.
- **Vegetation and landscaping:** Deciduous tree planting along streets and within the private realm.
- **Vegetation and landscaping:** Streets with established street trees and canopy coverage
- **Street layout:** Wide streets create a spacious setting.
- **Low to moderate height front fencing:** Limited front fencing on local roads.

Threats

- **Excessive bulk or height:** Significant areas of infill development.
- **Inadequate landscaping:** Removal of vegetation and minimal areas for landscaping as a result of contemporary infill development.
- **Dominant vehicle access and parking:** Increase in single crossovers which impacts street tree planting.
- **Dominant vehicle access and parking:** Dominance of car access and parking within contemporary development areas.
- **Excessive bulk or height:** Slope of the land in the northeast increases site coverage and limits landscaping.
- **Excessive bulk or height:** High levels of impervious surfaces in the northeast.

Neighbourhood Character Features

Table 19: Sunshine North Neighbourhood Character Feature Observations

Features for Assessment		Neighbourhood Feature Observations
Pattern of Development	**Locations, transitions & boundaries**	• Residential interface and frontage key local roads Example: *Ballarat Road and McIntyre Road.* • Maribyrnong River abuts the eastern suburb boundary. • Western Ring Road abuts the western boundary. • Direct interface with industrial areas and the rail corridor.
	Private & public realm landscaping	• Uniform street tree planting. *Example: Harley Street.* • Street trees typically established. • Moderate front gardens with varied low scale planting and limited canopy trees as part of traditional housing stock. • Minimal front gardens as part of contemporary development. • Slope of front gardens in the northeast typically results in increased hardscaping and minimal landscaping. • Back of fence interface is common to open space and pocket parks.
	Street alignment, type & proportions	• Largely grid based street network. • Wide streets that allow for parking on both sides. • Unconventional grid street network in the northwest and northeast with some instances of dead-end style treatments. • Townhouse typologies in the northeast are accessed via narrow streets and lanes.
Built Form Scale and Character	**Setbacks & site coverage**	• Minimal to moderate side setbacks. • Minimal front and side setbacks as part of contemporary infill development. • Dwellings built to boundary often as part of contemporary development. • Increased site coverage as part of contemporary development. • Moderate front setbacks as part of traditional housing stock on both sides of the street.
	Building types & height	• Traditional housing stock is predominately low rise single storey detached dwellings. • Contemporary development is predominately double storey attached townhouses or units. • Frequent dual occupancy development outcomes. • Various vacant sites.
	Lot size	• Varied lot sizes predominately 500–650sqm. • Larger lot sizes are typical adjoining Westmoreland Road. • Residential density increased in the north and central areas as part of contemporary infill development.
	Fencing height, materiality, finish & transparency	• Front fencing is common, typically low scale and permeable. • Timber and brick materials in light colours are common. • Contemporary development often includes front fencing in timber picket fence styles. • Some instances of metal and ‘pool style’ fencing in both traditional and contemporary housing stock.
	Garages, carports, crossovers, access & car parking	• Side setbacks in traditional housing stock typically include carports and vehicle parking. • Some instances of garages integrated with the built form in traditional housing stock. • Contemporary development predominately includes integrated garages. • Predominately single crossovers.

Features for Assessment		Neighbourhood Feature Observations
		• Some instances of dual crossovers, typically as part of contemporary infill development.
Architectural Styles and Roof Styles	**Era of development**	• Mixed eras of development. • Traditional housing stock is typically post-war era. • Substantial areas under development.
	Building materiality & quality	• Built form styles and material/colour palette vary. • Traditional housing stock typically well-maintained brick in orange and cream colours. • Some instances of weatherboard materials, which are typically less maintained, in white and cream colours. • Contemporary infill development of varying architectural styles, typically in grey tones. • Contemporary infill development introduces metal and rendered concrete materials.
	Roof styles, materials & colours	• Predominately hip roof styles with terracotta or charcoal tiles. • Contemporary development varies roof styles, with flat and shed roof styles emerging. • Eaves are common as part of traditional housing stock. Limited instances of eaves as part of contemporary development. • Solar panels are more common on contemporary development.
Notable Features	**Details of the footpath & street**	• Typically footpaths on both sides of the street. • Slope of land in the northeast often results in single-side footpaths. • Footpaths not provided along the industrial side of Berkshire Road.

Sunshine West

Zones and Overlay Plan

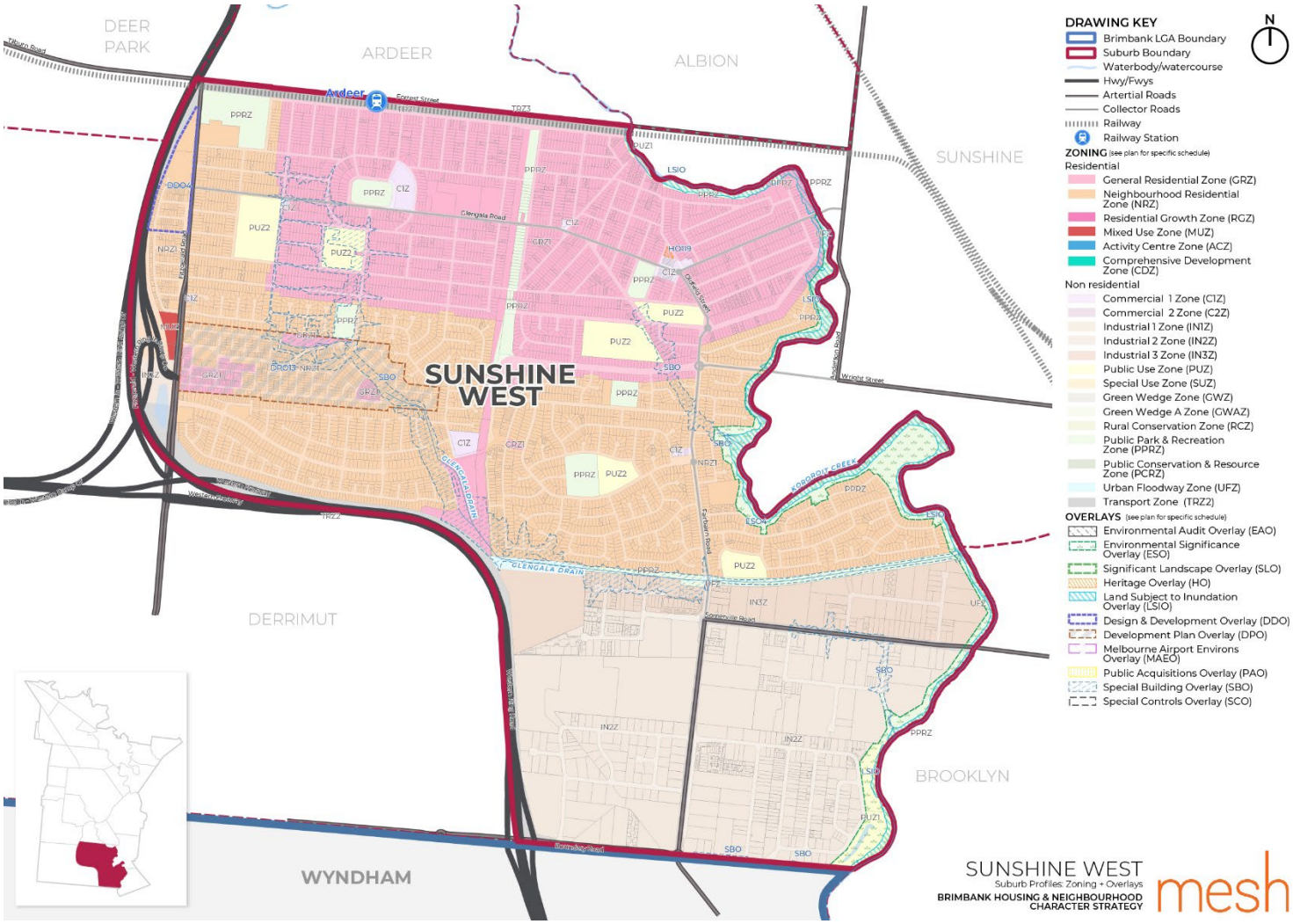


Figure 39: Sunshine West - (Left) Dwellings with consistent setbacks, materials and colours in the south-east. (Centre) dwellings with moderate setbacks and landscaping in the north-east along Kosky Street. (Right) Contemporary development in the south-west.







Existing Suburb Character Description

A mixture of wide grid based and curvilinear street networks which create a spacious setting and high levels of pedestrian connectivity. There is limited vacant sites throughout and examples both small and large scale infill development in recent years.

Distinct pockets of development forms and architectural styles exist throughout the suburb.

This is likely a result of the gradual development of Sunshine West. There limited street based differences between dwellings which fall in varied residential zones, except for areas subject to higher quantities of infill development in the southwest.

Residential development is surrounded by hard and natural infrastructure assets being the Western Ring Road, Kororoit Creek and industrial land uses in the south. There are limited vehicle connections to the north and east into adjoining residential suburbs.

The suburb contains varied canopy coverage and street tree provision. Front landscaping achieves moderate landscaping in the north and northeast. Landscaping is significantly impacted by vehicle access and parking in the southeast.

Nine education facilities, local convenience centres and a variety of open space and linear reserves service the area. Overhead transmission powerlines run north to south through the centre of the suburb.

Suburb Contributors and Threats

Contributors

- **Consistency of siting, setbacks and site coverage:** Consistent and uniform setbacks.
- **Consistency of siting, setbacks and site coverage:** Development typically respects surrounding built form siting and design outcomes.
- **Consistent, complementary colours and materials:** Complementary material selection contribute to character in the northeast.
- **Integrated infill development:** Infill development provides an active interface to open space and pocket parks.
- **Street layout:** Grid based and wide street networks contribute to a spacious setting.
- **Low to moderate height front fencing:** Low rise or no front fences along the length of the street.

Threats

- **Inadequate landscaping:** Removal of canopy trees in the private realm as part of contemporary infill development.
- **Change in materiality or style:** Limited building and landscaping maintenance in the southeast impacts the quality of the streetscape.
- **Excessive bulk or height:** Impacts on private realm landscaping as a result of more prominent built form on a lot.

Neighbourhood Character Features

Table 20: Sunshine West Neighbourhood Character Feature Observations

Features for Assessment		Neighbourhood Feature Observations
Pattern of Development	**Locations, transitions & boundaries**	• Drainage easement in the south provides separation between land uses. • Back of fence interface to Kororoit Creek, open space, linear reserves and pocket parks. • Back fence interface and direct abuttal to Western Ring Road. • Sound barrier along the rail line limits visibility and connectivity to Ardeer.
	Private & public realm landscaping	• Varied streets and street tree planting. • Increased street tree planting in contemporary development. • Canopy trees more often found within the private realm than the public realm. • Moderate front landscaping as part of traditional housing stock. • Minimal front landscaping in the southeast, often only lawn. • Contemporary development results in minimal front landscaping with no canopy tree provision. • Street tree planting often by individual owners—olive trees and fruit trees. • Typically well-maintained, neat private landscaping.

Features for Assessment		Neighbourhood Feature Observations
	Street alignment, type & proportions	• Predominately wide streets. Infill development reduce street widths. • Grid based street network in the north and northeast. • Curvilinear dead-end style street network in the south. • Irregular narrow grid network as part of infill development in the west.
Built Form Scale and Character	**Setbacks & site coverage**	• Variation in setbacks across the suburb often a result of different pockets of development eras. • Minimal front and side setbacks as part of contemporary development. • Traditional housing stock includes moderate front setbacks and minimal-moderate side setbacks. • Contemporary developments are typically built to property line. • Uniform setbacks as part of traditional housing stock *Example: Killara Street, Korowa Street.* • Front setbacks provide vehicle parking that typically impacts landscaping. • Larger detached dwellings and infill development increases site coverage. • Dwellings in the southeast are often setback from the street on an angle.
	Building types & height	• Traditional housing stock predominately low rise, single storey detached dwellings. • Contemporary development typically single to double storey, some instances of triple storey. A mix of detached dwellings and attached townhouses and units. • Pockets of predominately double storey detached dwellings on larger lots in the southwest adjoining The Avenue. • Architectural elements on dwellings in the southwest often accentuate the height of the dwelling.
	Lot size	• Varied lot sizes associated with variation in development era. • Predominately 500–650sqm sized lots in the south and northeast. • Lots 650–800sqm in the north with some instances of 800–1000sqm lots. • Highest density in the southwest.
	Fencing height, materiality, finish & transparency	• Typically low scale, permeable brick front fencing with metal detail. • Front fencing common in the north and northeast. • Limited front fencing in the southeast. Often ‘pool style’. • Limited front fencing as part of contemporary development. • Some instances of moderate to high permeable fencing with wrought iron details in north.
	Garages, carports, crossovers, access & car parking	• Garages and carports are set back or in line with front façades. • Traditional housing stock typically includes vehicle access and parking within side setbacks. • Garages integrated in as part of the dwelling in contemporary development. • Predominately single crossovers. Dual crossovers more common in southwest.
Architectural Styles and Roof Styles	**Era of development**	• Distinctive eras of development. • 1980s style builds in the southeast, 1990s to 2000s style builds in the southwest and 1950 - 1970s builds in the north abutting the train line. • Recent 1990s to 2000s infill development in the west and adjoining central convenience centres.
	Building materiality & quality	• Variation in building quality, with rendered materials typically displaying water damage. • Variation in architectural styles and colours in the west. • Consistent red brick materials in the northwest. Observations from 2019 Neighbourhood Character Study are affirmed in respect to red brick materials along Glengala Road.

Features for Assessment		Neighbourhood Feature Observations
		• Infill development typical includes a mix of brick and rendered concrete in neutral finishes. • Brick dwellings typically of orange and cream colours. • Roller shutters form part of dwellings more frequently in the south and southeast.
	Roof styles, materials & colours	• Predominately hip and flat roofs styles. • Traditional housing stock includes hip style tiled roofs. • Contemporary infill development has flat roof styles. • Limited terracotta roof colours in the southwest. • Eaves are common as part of traditional housing stock. Some instances of eaves as part of contemporary development. • Limited instances of solar panels on roofs.
Notable Features	**Details of the footpath & street**	• Frequent pedestrian and cyclist crossings over Kororoit Creek. • North-south road alignment provides direct access to Ardeer Station. • Limited pedestrian connectivity within the central transmission line easement.

Sydenham

Zones and Overlay Plan

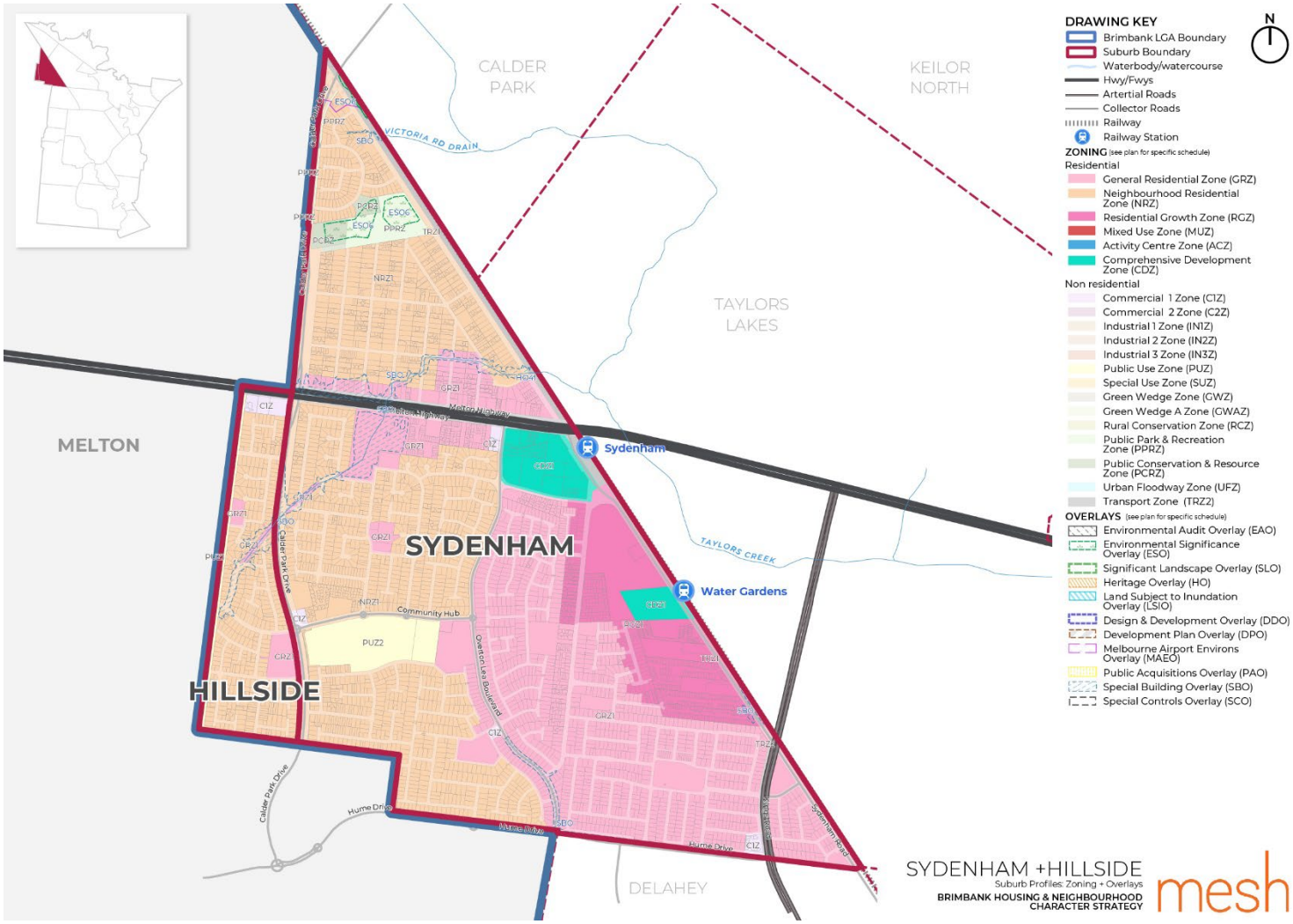


Figure 40: Sydenham - (Left) Gated development outcome. (Centre) Townhouse typologies along Trickey Avenue. (Right) Spacious streets with canopy trees in the north.







Existing Suburb Character Description

Whilst traditionally single and double storey detached dwellings, Sydenham is undergoing residential transition. Residential transition result in the development of medium density and apartment style typologies in close proximity to Watergardens Train Station and Melton Highway. An increase in housing density due to different residential zoning is evident from the street network, particularly along Trickey Avenue and Pecks Road.

Recent medium density and apartment typologies vary the streetscape by increasing vehicle crossovers, reducing front setbacks and providing limited integration with adjoining open space.

Various vacant sites across the suburb provide further opportunity for an increase in residential development. This is particularly evident along Melton Highway and Sydenham Road. However, higher building heights are unlikely to obscure any important view lines.

Positioned between Calder Park Drive (west) and the Sunbury Rain Line (east). The rail line provides a hard boundary between residential development and Watergardens Shopping Centre. Residential lots have a back of fence interface occur along the full length of Calder Park Drive. Varied interfaces, including slip lane access, are provided to both Melton Highway and Hume Drive. Narrow curvilinear streets typically include footpaths on one side only. Vehicle parking on the nature strip is also typical, this limits street tree provision.

Aged care facilities and gated residential areas dominate the streetscape and introduce fencing in areas where fencing has traditionally not occurred. Several primary and secondary schools, commercial land uses and linkages to Watergardens Shopping Centre provide access to convenience and education. Open space is scattered throughout the suburb.

Suburb Contributors and Threats

Contributors

- **Vegetation and landscaping:** Native gums appear to be the prevailing canopy tree and contribute to overall greening.
- **Vegetation and landscaping:** Private front gardens are well-maintained and tidy.
- **Low to moderate height front fencing:** Little to no front fencing.

Threats

- **Excessive bulk or height:** Contemporary development varies built form scale, site coverage and setback along the street.
- **Poorly integrated retirement villages and aged care facilities:** Limited integration of residential dwellings and aged care centres into adjoining public open space.
- **Inadequate landscaping:** Limited landscaping outcomes as part of contemporary development and low rise apartment typologies.
- **High fencing:** Prominent fencing around aged care facilities and gated residential areas.

Neighbourhood Character Features

Table 21: Sydenham Neighbourhood Character Feature Observations

Features for Assessment		Neighbourhood Feature Observations
Pattern of Development	**Locations, transitions & boundaries**	• Road interface along the full length of the rail line. • Back fence interface along the full frontage to Calder Park Drive. • Mixed interface treatments to Melton Highway. • Melton Highway limits both pedestrian and vehicle north-south connectivity.
	Private & public realm landscaping	• Canopy trees and shrubs along the residential interface with both the rail line and Calder Park Drive. • Moderate front garden landscaping. • Minimal front garden landscaping as part of contemporary development. • Minimal canopy tree and street tree provision throughout. • Native gums appear to be the prevailing canopy tree. • Overton Lea Boulevard is moderately landscaped with shrubs and canopy trees.

Features for Assessment		Neighbourhood Feature Observations
		• Varied front garden species planting with higher instances of gravel in replacement of lawn.
	Street alignment, type & proportions	• Mix of curvilinear with cul-de-sac pattern and grid based street layouts. • Narrow streets. • Community Hub and Overton Lea Boulevard (streets in Sydenham) provide wider streets. • Series of dead-end /gun barrel streets and driveways associated with contemporary development in the south-east.
Built Form Scale and Character	**Setbacks & site coverage**	• Minimal side setbacks that increase to moderate north of Melton Highway. • Moderate front setbacks as part of traditional housing stock. • Minimal front setbacks as part of townhouse and apartment typologies. • Garages often built to property boundary, resulting in no side setbacks. • Townhouse and apartment typologies have minimal front setbacks not in keeping with the street.
	Building types & height	• Low rise, predominately single store detached dwellings • Limited instances of double storey detached dwellings as part of traditional housing stock. • Double storey townhouse typologies particularly in the southeast. • Triple storey development in the east in proximity Melton Highway. • Older style townhouse typologies in the north. *Example: Victoria Road, Chandos Street and Erskine Way.*
	Lot size	• Mix of lot sizes throughout, with lot sizes increasing in the north. • Predominately 500–600sqm lots to the south of Melton Highway. • Large lot sizes above 1000sqm north of Melton Highway. • A high proportion of lots under 400sqm along Pecks Road and Sydenham Road. • Various vacant lots.
	Fencing height, materiality, finish & transparency	• Limited front fencing. • Where front fences exist, these are typically low and permeable, and of wood, brick or metal ‘pool style’ in green or white colours. • Colorbond steel fencing alongside boundary to the street is common. • Prominent fencing around aged care facilities and gated residential areas.
	Garages, carports, crossovers, access & car parking	• Carports and garages provided in line with, or set back from, front façades in both traditional and contemporary housing stock. • Moderate side setbacks provide vehicle access for larger lots. • Front setbacks of multi-unit and townhouse tenancies often used for additional vehicle parking. • Townhouse and units achieve access via shared driveways. • Larger lot sizes often feature double crossovers.
Architectural Styles and Roof Styles	**Era of development**	• Predominately 1990s to 2000s builds.
	Building materiality & quality	• Traditional brick dwellings typically in red, orange and cream brick. • Rendered concrete in more recent builds typically grey and cream. • Variety of materials and colours particularly evident along Sydenham Road north of Melton Highway. • Increasing use of dark colours and materials.
	Roof styles, materials & colours	• Gable or hipped roof styles. • Hip roof styles are common with dark or terracotta tiles. • Dutch style roofs as part of traditional housing stock.

Features for Assessment		Neighbourhood Feature Observations
		• Eaves are common across both single and double storey dwellings. • Solar panels are more common on contemporary development.
Notable Features	**Details of the footpath & street**	• Pedestrian paths predominately on one side of street. • Some instances of no pedestrian path as part of dead-end style streets. *Example: Gibson Court.*

Taylors Lakes

Zones and Overlay Plan

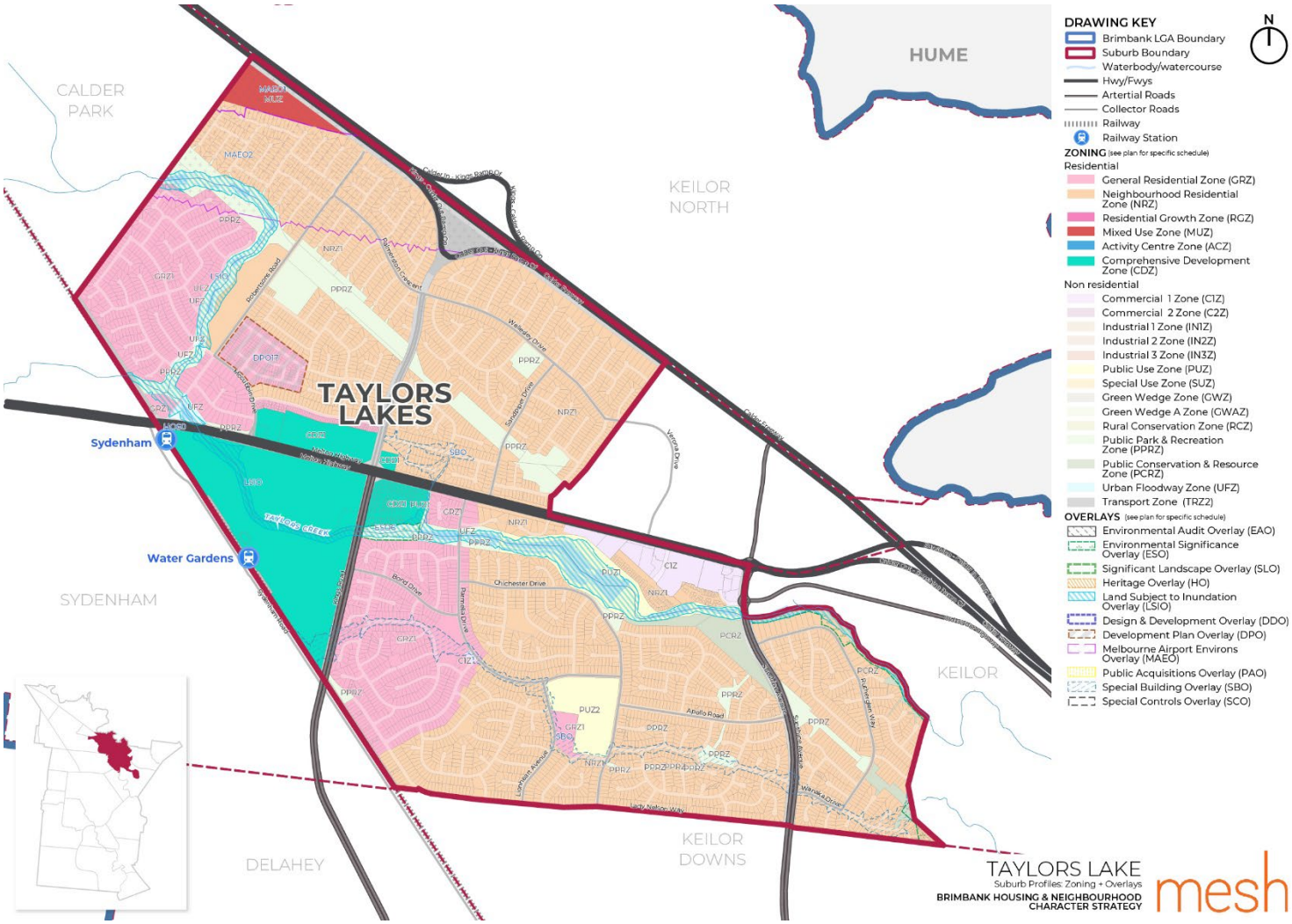


Figure 41: Taylors Lakes - (Left) Diversity in architectural styles on Perceval Crescent. (Centre) Contemporary townhouse development along Wentworth Drive. (Right) Palm and Cyprus trees in the nature strip







Existing Suburb Character Description

Predominately detached residential dwellings on larger lots with increased building bulk and scale. Generous front setbacks typically allow space for well-maintained moderate scale plantings.

A spacious landscape setting integrates with the broader open space and creek line network.

Limited infill development outcomes are present. Double storey townhouses along Wentworth Road, Village Avenue and Shoppers Lane feature colours and materials similar to traditional housing stock and achieve a moderate level of integration to the street.

Relatively flat with minimal slopes towards Taylors Creek. The subdivision layout allows for residential development to positively address open space and natural assets throughout the suburb. A spacious and curvilinear street network provides footpaths, typically on one side. Generous front setbacks and nature strips contribute to a sense of spaciousness. Back of fence treatments to the transmission line easement limit visual connectivity and passive surveillance of the linear reserve.

Kings Road and Sunshine Avenue dissect the suburb in a north-south direction and Melton Highway dissects the suburb in an east-west direction. This results in minor changes to architectural styles and building materials.

Both municipal and local scale convenience and retail provision abut Melton Highway. Integrated bulky goods are located along McCubbin Drive. School and active recreation facilities are integrated within residential areas. Back of fence treatments are typical adjoining major roads and commercial/retail land uses. There is restricted pedestrian connectivity to both Watergardens Shopping Centre and Watergardens Train Station.

The Melbourne Airport Environs Overlay affects properties in the north. The Comprehensive Development Zone affects land north of Melton Highway. A Development Plan Overlay affects future development off Robertsons Road.

Suburb Contributors and Threats

Contributors

- **Vegetation and landscaping:** Private realm and street tree planting contribute to a spacious landscape setting and overall greening.
- **Street layout:** Wide streets contribute to a spacious landscape setting.
- **Consistent, complementary colours and materials:** Varied architectural styles with a similar colour palette contribute to the sense of character.
- **Consistent, complementary colours and materials:** High quality and well-maintained residential dwellings.
- **Consistent, complementary colours and materials:** Townhouse typologies use orange and cream brick in keeping with traditional housing stock.

Threats

- **Excessive bulk or height:** Increased site coverage which limits landscaping.
- **Inadequate landscaping:** Removal of established street trees to provide further vehicle crossovers.

Neighbourhood Character Features

Table 22: Taylors Lakes Neighbourhood Character Feature Observations

Features for Assessment		Neighbourhood Feature Observations
Pattern of Development	**Locations, transitions & boundaries**	• Limited residential interface along Kings Road with back of fence interface along the southern side and slip lane access along the northern side. • Back of fence interface along Calder Freeway.
	Private & public realm landscaping	• Established street planting on most streets. • Palm and Cyprus trees within private realm landscaping, particularly in the south. • Moderate front garden planting often shrubs lining the pavement, low rise plantings or lawn.

Features for Assessment		Neighbourhood Feature Observations
		• Established canopy trees are present in most front gardens. • Various species of street trees across the suburb.
	Street alignment, type & proportions	• Curvilinear with a cul-de-sac pattern street network. • Slip lane allows access to dwellings from Melton Highway and Kings Road. • Wide streets throughout.
Built Form Scale and Character	**Setbacks & site coverage**	• Moderate side setbacks typically offer access to rear of properties or carports. • Generous front setbacks that often feel more spacious as a result of no footpath provision. • Large building footprints increase site coverage.
	Building types & height	• Predominately single and double storey detached dwellings. • Contemporary townhouse development with homogenous built form within proximity to Watergardens Activity Centre or Melton Highway. *Example: Wentworth Road, Village Avenue, Shoppers Lane.*
	Lot size	• Predominately lots of 650–1000sqm. • Lots greater than 1000sqm adjoin the Calder Freeway. • Lots less than 300sqm typical of townhouse development. *Example: Wentworth Road, Village Avenue, Shoppers Lane.*
	Fencing height, materiality, finish & transparency	• Limited front fencing. • Some instances of low to medium front fencing, typically of moderate permeability. • Brick and stained timber material selection in instances of front fencing. • Hedging often used in the absence of front fencing to provide separation.
	Garages, carports, crossovers, access & car parking	• Garages and carports often integrated with the dwelling, typically of brick material. • Side-of-house carports of Colorbond steel. • Varied provision of single and double crossovers. • Double crossovers to a single dwelling more predominate north of Melton Highway. • Double crossovers achieve access for two townhouses.
Architectural Styles and Roof Styles	**Era of development**	• Predominantly 1990s to 2000s along north and southwest. • Predominantly 1980s in the south adjoining Keilor Downs. • Emerging 2000s builds as a result of infill development.
	Building materiality & quality	• Predominately brick dwellings typically of orange and cream colours. • Light coloured concrete and rendered materials used in 2000s era development. • Varied architectural styles with high levels of maintenance and quality. • Townhouse typologies use orange and cream brick in keeping with traditional housing stock. • Some instances of coloured render as part of detached dwellings.
	Roof styles, materials & colours	• Varied roof styles throughout. Typically gable roof styles. • Several instances of hip and flat roof styles. Flat roof styles are typically associated with 2000s era detached dwellings. • Charcoal and terracotta tile colour is predominant. • Some instances of eaves. • Some instances of solar panels on roofs.

Features for Assessment		Neighbourhood Feature Observations
Notable Features	**Details of the footpath & street**	• Pedestrian paths largely on one side of the street • Pedestrian paths connect dead-end style streets. • Some instances of no footpaths as part of court bowls and dead-end style streets.

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BRIMBANK HOUSING STRATEGY

BACKGROUND ANALYSIS

BRIMBANK CITY COUNCIL | AUGUST 2021

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VERSION

1

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ACRONYMS

AAG	Average Annual Growth
AAGR	Average Annual Growth Rate
C1Z	Commercial 1 Zone
CDZ	Comprehensive Development Zone
CIV	Capital Improved Value
DELWP	Department of Environment Land Water and Planning
GRZ	General Residential Zone
HO	Heritage Overlay
LGA	Local Government Area
MAC	Major Activity Centre
MAC	Metropolitan Activity Centre
MAEO	Melbourne Airport Environs Overlay
MUZ	Mixed Use Zone
NEIC	National Employment and Innovation Cluster
NRZ	Neighbourhood Residential Zone
PPN	Planning Practice Note
PPRZ	Public Parks and Recreation Zone
RBA	Reserve Bank of Australia
RGZ	Residential Growth Zone
SEIFA	Social Economic Index For Areas
SHWEP	Sunshine health Wellbeing and Health Precinct
SV	Site Value
VIF	Victoria in Future

EXECUTIVE SUMMARY

Brimbank City Council are in the process of preparing a new Housing Strategy which will be used as a key input to the development of an updated Residential Development Framework.

The purpose of this report is to compile and analyse demographic and development information that will form part of a Housing Strategy Background Report. The planning horizon adopted for this project is 20 years (2021 to 2041).

ECONOMY AND DEMOGRAPHICS

- The Victorian economy is recovering from a pandemic-induced recession experienced throughout 2020. The job market is improving quickly, but Brimbank is experiencing higher rates of unemployment compared with metropolitan Melbourne, particularly in the southern and central districts.
- Population growth rates across Melbourne are below historical levels due to international border closures – this will impact population growth and housing demand in Brimbank which usually attracts substantial overseas migration. This will impact housing demand until migration rates begin to normalise (anticipated to occur around 2023/24).
- Major public sector investment is planned for the Sunshine Metropolitan Activity Centre, including the Melbourne Airport Rail Link.
- Brimbank has experienced moderate to strong population growth over recent years, however historical growth rates have been variable across districts, with limited growth in Keilor and Sydenham/Taylors Lakes, but strong growth in Sunshine, St Albans and Deer Park.
- Brimbank is the second most disadvantaged municipality in metropolitan Melbourne. There are pockets of highly disadvantaged areas in the southern and central districts (e.g., St Albans and Sunshine).
- The housing implications of higher rates of unemployment and lower household incomes include a higher proportion of rental tenure and a lower financial capacity for home ownership.
- A lower spending and borrowing capacity in populous districts such as Sunshine and St Albans indicates a higher need and support for affordable housing (buy and rent).
- Families currently account for the majority of households, however adult couple and lone person households are projected to make up the greatest share of growth over the planning period.
- There is an ageing population across the municipality which is pronounced in suburbs in the northern districts (e.g., Keilor, Sydenham and Taylors Lakes). An ageing community will increase demand for retirement living, aged care and multi-generational households.

HOUSING CHARACTERISTICS, MARKET DEMAND AND DEVELOPMENT ACTIVITY

- The overwhelming majority of existing housing stock is characterised by larger, separate houses (3+ bedrooms). Currently, apartments and units make up a very small proportion of housing stock.
- Existing housing stock lacks diversity, particularly in established suburbs such as Keilor, Taylors Lakes and parts of Sunshine.
- A greater diversity of housing is needed in Brimbank to respond to current and projected changes in households and demographic characteristics of the community.
- Housing affordability is an increasingly important issue in Brimbank – only 15% of rental listings in Brimbank are now classed as 'affordable', while a variety of forces are expected to result in decreasing affordability of housing to purchase and further declines in home ownership.
- Demand for housing in Brimbank is primarily driven by buyers and renters seeking separate houses. These dwellings are in the highest demand both historically and currently.
- Buyers primarily originate from within Brimbank and peripheral suburbs in neighbouring municipalities. Typically, young adult couples and first home buyers in Brimbank are either renting in Brimbank or the

neighbouring municipalities of Maribyrnong and Moonee Valley. They are seeking to buy their first house in Brimbank due to its offer of relative affordability, larger housing and amenity appeal.

- Overseas migrants are an important market segment within Brimbank. Typically, migrant couples and families rent in Brimbank as a 'stepping stone' to later purchase a house in Brimbank or the nearby growth areas of Wyndham and Melton.
- Townhouses are a secondary option for most buyers in Brimbank. With the declining availability of new housing, the market for townhouses is gaining momentum, particularly for first home buyers and downsizers.

POPULATION AND DWELLING PROJECTIONS

- The Brimbank population is projected to grow steadily over the period to 2041. Brimbank is forecast to need to approximately 14,000 dwellings over the next 20 years (an average of 689 per year) to meet demand – higher demand scenarios should also be considered.
- Sunshine is projected to accommodate more than half of Brimbank's population and dwelling growth, and St Albans is projected to accommodate one quarter of Brimbank's population and dwelling growth.
- In the short term, population growth is expected to be strongly impacted by international border closures given the significant proportion of Brimbank's historical population growth comprised by net overseas migration.

DWELLING CAPACITY

- There is no broadhectare residential land supply available in Brimbank. This is likely to contribute to further growth in land values and house prices as competition for existing housing and development sites increases.
- Analysis of potential additional dwelling capacity across the municipality found that the municipality currently has a total capacity for an additional 63,000 dwellings.
- The vast majority of housing capacity requires the redevelopment of occupied land and therefore is likely to be relatively slow to develop, especially in the GRZ and NRZ. Delivering capacity in these zones depends on the willingness, expertise and financial capacity of thousands of landowners to sell or re-subdivide.
- The estimates of housing capacity relate only to land that is currently zoned for residential purposes and exclude sites and precincts which are currently under consideration for potential future residential zoning, such as the Sunshine Health, Wellbeing and Education Precinct (SHWEP) and the Ginifer Station Precinct.
- The future supply of separate dwellings is very limited, meaning that there is unlikely to be a material increase in the number of separate houses available over the strategy period to accommodate the projected increase in families (at least 5,300 and up to 7,000 additional households). This could manifest in higher house prices and less housing available for rental purposes.
- Larger developments comprise a relatively small proportion of overall future capacity. Larger projects, especially strategic redevelopment sites, present the opportunity to deliver substantial volumes of housing that can be masterplanned to meet a variety of housing needs.
- Fragmented landownership is likely to be an ongoing issue in Brimbank, with many areas identified for housing growth requiring consolidation of parcels to create viable development sites (such as the RGZ).
- Most future supply is concentrated in the southern and central sections of the municipality. If there are limited opportunities for new housing to be provided in the northern sections of Brimbank, this will limit the extent to which the housing stock 'turns over' in this area, particularly if smaller dwellings are not available for older residents to downsize or move to retirement living alternatives.
- Substantial housing capacity exists in the ACZ, CDZ and RGZ in the Sunshine, Sydenham and St Albans Activity Centres. The housing typologies likely to be delivered across these zones will primarily be apartments and will therefore serve market demand for this housing type, a historically weak market in Brimbank. The realisation of capacity in the ACZ, CDZ and RGZ will depend on a significant uplift in apartment market demand which is unlikely to occur until land values increase, migration rates normalise and major public sector investment progresses.

KEY ISSUES FOR STRATEGY

The following key issues have been identified from the analysis for consideration as part of the Housing Strategy:

1. Although the Victorian economy is recovering from the initial impacts of the COVID pandemic, Brimbank is experiencing high rates of unemployment. Maintaining **housing affordability** will be important given these circumstances.
2. Major public sector investment is planned for the Sunshine Metropolitan Activity Centre, including the Melbourne Airport Rail Link, which could increase the attractiveness of this area to future residents and improve the **viability of higher density development** in the medium term.
3. Brimbank is the second most disadvantaged municipality in metropolitan Melbourne, with disadvantage concentrated more in the southern and central districts of St Albans and Sunshine. The availability of **affordable rental and social housing** in these areas will be critical to supporting the social and economic well-being of communities in these areas.
4. An increasing proportion of the Brimbank community is living in rental housing compared with owner-occupied housing. There is both the need to ensure a suitable supply and housing mix of affordable rental accommodation in the municipality, and the need to investigate ways to support **home ownership**.
5. Families account for the majority of households, however adult couple and lone person households are projected to make up the greatest share of growth, meaning that **a variety of housing types will be required** over the planning period to meet needs. This is particularly important in the context of a relatively homogenous housing stock at present.
6. The ageing population, particularly in the northern district (e.g., Keilor, Sydenham and Taylors Lakes) will result in increased **demand for retirement living, aged care and dwellings suitable for multi-generational households**.
7. The significant and increasing incidence of residents with **south-east Asian ethnicity** should be taken into account when planning for housing needs in the southern and central parts of the municipality.
8. The housing stock in Brimbank is still relatively homogenous, especially compared with neighbouring areas. As housing needs change, a **greater diversity of housing** is required.
9. Most recent housing development has occurred in the GRZ and NRZ, with only limited growth occurring in zones where higher density is encouraged. Measures to **identify and address constraints** to development in the RGZ should be considered by the Strategy.
10. Housing affordability relative to incomes is decreasing, along with home ownership. In particular, rental affordability has decreased dramatically. **Addressing rental affordability is a critical issue** for the strategy.
11. The housing strategy should plan to **facilitate ongoing increases to the housing stock** so that at least 13,000 additional dwellings are provided over the period 2021 – 2041.
12. Current and recent demand for housing is primarily for separate houses, especially families and adult couples originating from within Brimbank and neighbouring municipalities. Given that opportunities for separate houses are almost exhausted, the Strategy should seek **new opportunities** where a variety of housing types can be provided to meet family needs.
13. There is a need for a greater supply of smaller dwellings encouraging **downsizing and retirement** moves across the municipality, especially in northern areas, as well as aged care and retirement village opportunities.
14. Although there is sufficient theoretical 'capacity' to accommodate dwelling needs over the planning horizon, there is a strong reliance on intensification of existing residential areas and apartment development to convert capacity into supply. Ongoing **large development opportunities** will be important in the short to medium term, especially in the northern district.
15. Sunshine, St Albans and Watergardens present significant opportunities for **apartment development** in locations of high transport accessibility and activity. The realisation of high density housing supply in these areas is likely to be a relatively long term proposition reliant on increases in apartment market demand, normalisation of migration rates, increases in overall housing prices and land values and completion of major public transport and community projects. The Strategy should encourage supporting investment in these locations to underpin their attractiveness to future residents and developers whilst acknowledging the long term nature of their delivery.

1. INTRODUCTION

1.1. PROJECT BACKGROUND

The City of Brimbank's current Housing Strategy (*Home and Housed*) was first adopted in 2012. The Strategy outlined directions to guide housing growth and, to an extent, neighbourhood character. Following the State government release of the new residential zones in 2013, the Strategy was revised and re-adopted in 2014.

Amendment C158 was prepared and gazetted in 2014 and implemented the current Housing Development Framework contained within the Housing Strategy by introducing the full suite of new residential zones.

In 2017, Amendment VC110 modified the Neighbourhood Residential Zone and General Residential Zone to provide the opportunity for neighbourhood character objectives, and for the Residential Growth Zone to include design objectives, in their respective schedules. Councils were given three years to implement neighbourhood character and design objectives to be informed by a municipal neighbourhood character strategy. Council commenced this process in 2018, however, the current draft Neighbourhood Character Study was not finalised and adopted due to the release of two new Planning Practice Notes (PPN).

In December 2019, DELWP released PPN90 (Planning for Housing) and PPN91 (Using the Residential Zones) which established the requirement for an integrated approach to planning for housing and neighbourhood character. As a result of the new guidance, Brimbank City Council resolved to review and update the current Strategy.

1.2. PURPOSE

Brimbank City Council are in the process of preparing a new Housing Strategy. It will be used as a key input into the development of an updated Residential Development Framework and will influence a Neighbourhood Character Strategy. The purpose of this project is to compile and analyse demographic and development information that will form part of a Housing Strategy Background Report. This will be used to inform the revised Housing Strategy and Residential Development Framework for the municipality.

The planning horizon adopted for this project is 20 years (2021 to 2041).

1.3. SCOPE OF WORK

The scope of this Report is as follows:

- Strategic and Planning Policy Context - Review local and state strategies and planning controls relevant to the municipality, including housing and development objectives.
- Demographic and Housing Profile - Analyse Brimbank's population, demographics, housing and property market.
- Housing and Development Activity - Assess housing and development trends across the municipality to identify the location, scale and type of development that has occurred, is underway or planned. Summarise the key buyer profiles and market segments across residential areas in Brimbank.
- Population and Dwelling Projections - Prepare population and dwelling demand projections to identify the scale and location of demand for housing in Brimbank. Estimate housing need in Brimbank and local areas, including the scale and key housing typologies.
- Housing Capacity Assessment - Prepare a municipal-wide housing supply assessment that quantifies residential land and estimates the dwelling capacity across Brimbank City Council. Assess the adequacy of residential land supply relative to demand.

- Findings - Summarise findings from the research and analysis, and discuss key housing, development and residential land supply and demand considerations that will inform a new Housing Strategy for the municipality.

Please note that this report was updated in December 2022 with available data sets from the 2021 ABS Census release.

1.4. BRIMBANK MUNICIPAL PROFILE

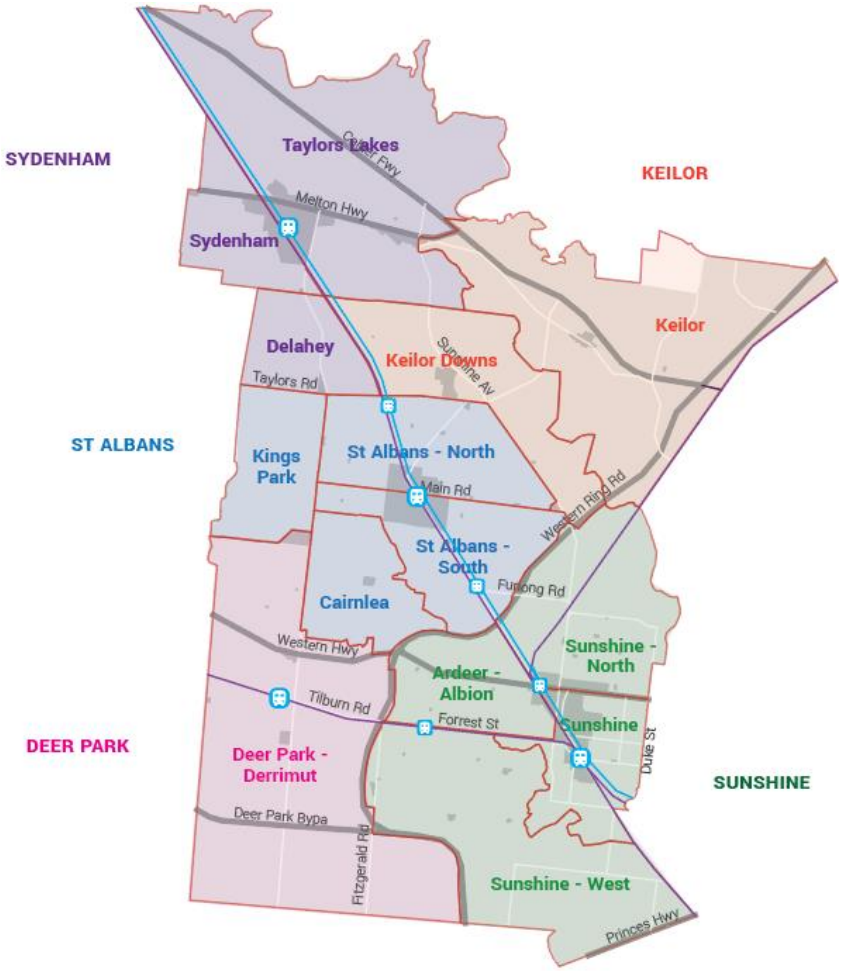
Brimbank is a fast growing municipality in western Melbourne which includes 25 suburbs across five local 'districts', each possessing a distinct identity, culture and heritage.

The municipality is located between 11 and 23 kilometres north-west of the Melbourne Central Business District (CBD) and is centrally positioned between the CBD and residential growth areas to the west.

Brimbank is bound by the City of Hume in the north, the Cities of Maribyrnong, Moonee Valley and Moreland in the east, the Cities of Hobsons Bay and Wyndham to the south and the City of Melton to the west.

The City is well served by an extensive road network that includes the Calder Freeway, the Western Ring Road, Deer Park Bypass, Melton Highway and Ballarat Road. Passenger and freight rail connections include the Sydenham rail line, Melbourne-Ballarat and Melbourne-Bendigo V-lines and the Melbourne to Sydney passenger and freight lines. Transport nodes provide good internal and external connections to central Melbourne, rural Victoria, the Port of Melbourne, Melbourne Airport and the Hume Freeway.

F1. BRIMBANK MUNICIPALITY AND DISTRICTS



Source: Urban Enterprise, 2021.

1.5. WESTERN MELBOURNE

Brimbank is located in the Western Metropolitan Region of Melbourne as shown in Figure 2. The municipality sits between the inner metropolitan region and growth area municipalities of Wyndham and Melton. In terms of housing role, Brimbank is considered an established residential area that is at the interface of fast growing greenfield growth areas such as Tarneit, Rockbank, Melton and Wyndham Vale.

F2. METROPOLITAN MELBOURNE REGIONS, PLAN MELBOURNE



Local Government Area boundary | Metropolitan Partnership boundaries | Part of Mitchell Shire (1)

Map key

Local Government Area	Inner Metro Region	Inner South East Region	Western Region	Northern Region	Eastern Region	Southern Region
	1. Melbourne 2. Port Phillip 3. Yarra	4. Stonnington 5. Bayside 6. Boroondara 7. Glen Eira	8. Melton 9. Brimbank 10. Hobsons Bay 11. Wyndham 12. Moonee Valley 13. Maribyrnong	14. Banyule 15. Whittlesea 16. Nillumbik 17. Hume 18. Moreland 19. Darebin 20. Mitchell (part)	21. Manningham 22. Whitehorse 23. Knox 24. Yarra Ranges 25. Maroondah 26. Monash	27. Kingston 28. Frankston 29. Cardinia 30. Casey 31. Greater Dandenong 32. Mornington Peninsula

Source: Plan Melbourne, 2017

PLANNING & STRATEGIC CONTEXT

This section includes:

- An overview of local and state planning policy context that is relevant to residential uses, housing, settlement and development in Brimbank.
- An overview of the local and state strategies that are relevant to housing in Brimbank, including priorities for residential development, neighbourhood character, housing diversity and the vision and hierarchy for the activity centre network.
- An assessment of macroeconomic conditions and influences that are influencing the housing market in Brimbank.

2. PLANNING CONTEXT

2.1. INTRODUCTION

This section provides an overview of the current planning policies, controls and Practice Notes most relevant to housing in the municipality.

2.2. STATE PLANNING POLICY

The following state planning policies for housing and settlement are relevant:

Clause 11.01-1R Settlement – Metropolitan Melbourne

- Provides a series of strategies for settlement in Melbourne including maintaining a permanent Urban Growth Boundary, focusing investment to NEICs and Metropolitan Activity Centres, developing a network of activity centres and creating mixed use neighbourhoods including through urban renewal precincts.

Clause 11.02-1S Supply of urban land

- Outlines the need for a supply of urban land with the objective of the policy being "to ensure a sufficient supply of land is available for residential, commercial, retail, industrial, recreational, institutional and other community uses". Relevant strategies include the need to plan for projected population growth and ensure 15 years supply of land.

Clause 11.02-3S Sequencing of development

- Outlines the need to manage the sequencing of development to ensure services are available for new communities.

Clause 11.03-1S Activity Centres

- Outlines need to encourage a "concentration of major retail, residential, commercial, administrative, entertainment and cultural developments into activity centres that are highly accessible to the community". The Clause also identifies the need to encourage a diversity of higher density housing in and around activity centres.

Clause 11.03-1R Activity Centres - Metropolitan Melbourne

- Identifies a series of strategies including the need to support the development / growth of MACs through ensuring they are able to accommodate significant growth. In addition, Neighbourhood Activity Centres should be located within walking distance of new development.

Clause 16.01-1S Housing supply

- Provides an objective and a series of strategies for housing supply. The objective is to "facilitate well located, integrated and diverse housing that meets community needs. Key strategies include:
  - Ensuring an appropriate amount of housing is provided including a range of types such as aged care, supported accommodation for people with disability and social housing;
  - Encourage higher density development (in suitable locations);
  - Facilitate a diverse range of housing; and
  - Plan for growth areas to accommodate a mix of housing types.

Clause 16.01-1R Housing supply - Metropolitan Melbourne

- Provides a series of strategies including identifying opportunities for medium and high-density housing near employment and transport, in established areas facilitate increased housing to create 20-minute

neighbourhoods and create mixed use neighbourhoods with varying densities, and allow for a range of minimal, incremental and high change residential areas.

Clause 16.01-2S Housing affordability

- Identifies an objective "to deliver more affordable housing closer to jobs, transport and services" with supporting strategies including improving housing affordability through a variety of methods including ensuring land supply meets demand, increasing choice in housing type, promoting good design and encouraging new development to include a significant proportion of affordable housing for those with low to moderate incomes.
- Other strategies include increasing supply of well-located housing through ensuring affordable housing and social housing in suburbs, urban renewal precincts and activity centres.

Clause 16.01-5S Residential aged care facilities

- Provides policy for residential aged care facilities identifying the need for the development of well-designed and appropriately located residential aged care facilities be facilitated. Key strategies include provide a mix of housing for older people and ensure local housing strategies and other strategic plans provide for residential aged care facilities.

2.2.1. AMENDMENT VC110

Victorian Planning Scheme Amendment VC110 gazetted on 27 March 2017 implemented the recommendations of the Managing Residential Development Advisory Committee and amended residential zones and introduced minimum garden area requirements. Residential zones included in the Amendment were Mixed Use Zone (MUZ), Township Zone (TZ), Residential Growth Zone (RGZ), General Residential Zone (GRZ) and Neighbourhood Residential Zone (NRZ). Key changes included in the amendment are:

- Allowed neighbourhood character and design objectives to be specified in schedules to residential zones;
- Removed the number of dwellings on a lot requirement in the NRZ;
- Included minimum garden area requirements for the NRZ and GRZ; and
- Introduced maximum building heights in the RGZ, NRZ and GRZ.

2.2.2. PRACTICE NOTES

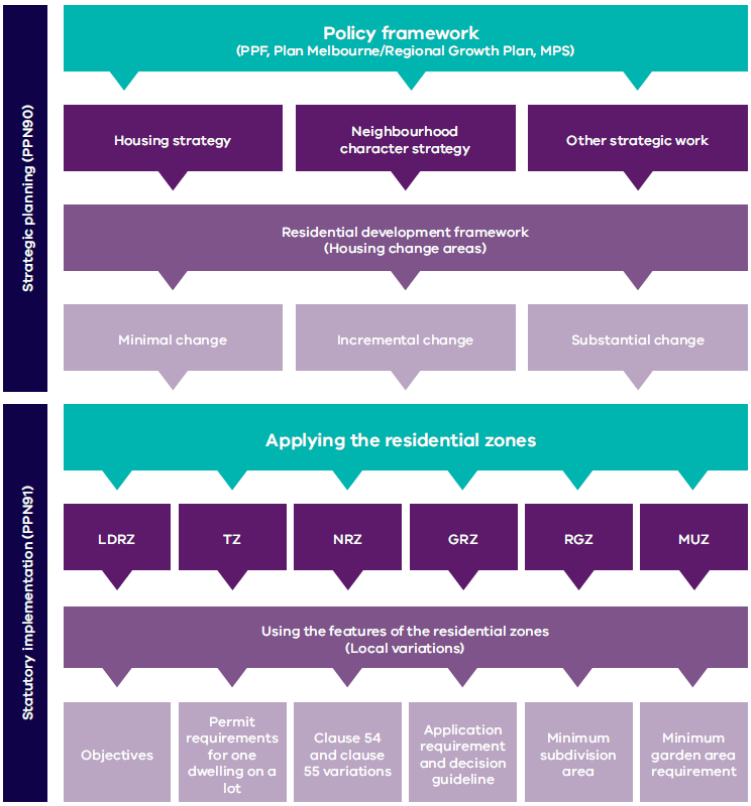
PLANNING PRACTICE NOTE 90

Planning Practice Note 90 (PPN90), released by the Department of Environment, Land, Water and Planning in December 2019 provides guidance for planning for housing. This includes planning for housing growth and protecting neighbourhood character.

PPN90 identifies challenges that can arise from the need for and delivery of housing change and neighbourhood character, and the need to undertake strategic planning work and monitor and review outcomes. In accordance with this, it is identified that a housing strategy should be prepared which:

- *"Ensures a range of housing opportunities are available across the municipality to meet the needs of the projected population;*
- *Outlines the strategies and implementation mechanisms to accommodate the projected population and household needs;*
- *Identifies where and how the housing needs of the future population will be met across the municipality; and*
- *Identifies suitable locations for housing growth including those areas close to services, jobs, public transport and activity centres, and strategic development areas."*

2.2.3. STATE POLICY FRAMEWORK



Source: Planning Practice Note 90, Department of Environment, Land, Water and Planning.

PLANNING PRACTICE NOTE 91

Planning Practice Note 91 (PPN91), released by the Department of Environment, Land, Water and Planning in December 2019, provides an overview of reforms to the residential zones and guidance for their application.

Key principles identified in PPN91 are:

- Housing and neighbourhood character plans need to be consistent and align with one another when specifying preferred future housing and neighbourhood character outcomes for an area.
- All residential zones support and allow increased housing, unless special neighbourhood character, heritage, environmental or landscape attributes, or other constraints and hazards exist;
- The Residential Growth Zone promotes housing intensification in locations close to jobs, services and facilities serviced by public transport including activity centres;
- The General Residential Zone is a three-storey zone with a maximum building height of 11 metres; and
- The density or number of dwellings on a lot cannot be restricted in the Neighbourhood Residential Zone unless special neighbourhood character, heritage, environmental or landscape attributes or other constraints and hazards exist.

2.3. LOCAL PLANNING POLICY

The following local planning policies for housing and settlement are relevant (noting that these will be reviewed and potentially updated as part of the Housing Strategy process): It is acknowledged that Council and DELWP are currently in the process of transiting the Brimbank Planning Scheme into the new Planning Policy Framework (PPF) format and changes to the policy are expected in the short to medium term.

Clause 21.02 Key Land Use Issues

- Identifies there are no greenfield development sites remaining in the municipality and therefore population growth will need to be accommodated in infill development. In addition, the Clause identifies the need for smaller and aged care accommodation due to an ageing population.

Clause 21.04 Strategic Land Use Vision

- Identifies the need for neighbourhoods which are well designed of high quality that meet housing diversity needs and higher density in activity centres and the Residential Growth Zone (RGZ). The Clause also identifies the need to identify sites for strategic redevelopment that will provide large scale residential developments.

Clause 21.07 Housing

- Provides a series of issues and objectives to support the implementation of the Brimbank Housing Strategy. Key issues identified include residential growth, housing diversity, residential design and non-residential uses in residential areas. Relevant objectives include:
  - Residential growth objectives - "accommodate appropriate residential growth in identified locations", "protect the operations of Melbourne Airport";
  - Housing diversity objectives -" Ensure a range of housing types are available to meet the diverse needs of residents" and "encourage the development of older persons accommodation".
  - Residential design objectives - "To promote development that is well designed, innovative and responds to its location and context", "To facilitate the development of attractive, safe, high amenity neighbourhoods that have a strong sense of identify and neighbourhood character" and "To ensure new development demonstrates best practice environmentally sustainable design"; and
  - Non-residential uses in residential areas objectives - "To provide community with access to local services" and "to protect the amenity of residential areas from negative impacts of non-residential uses".

Figure 3 shows the 'Residential Framework' plan of Clause 21.07.

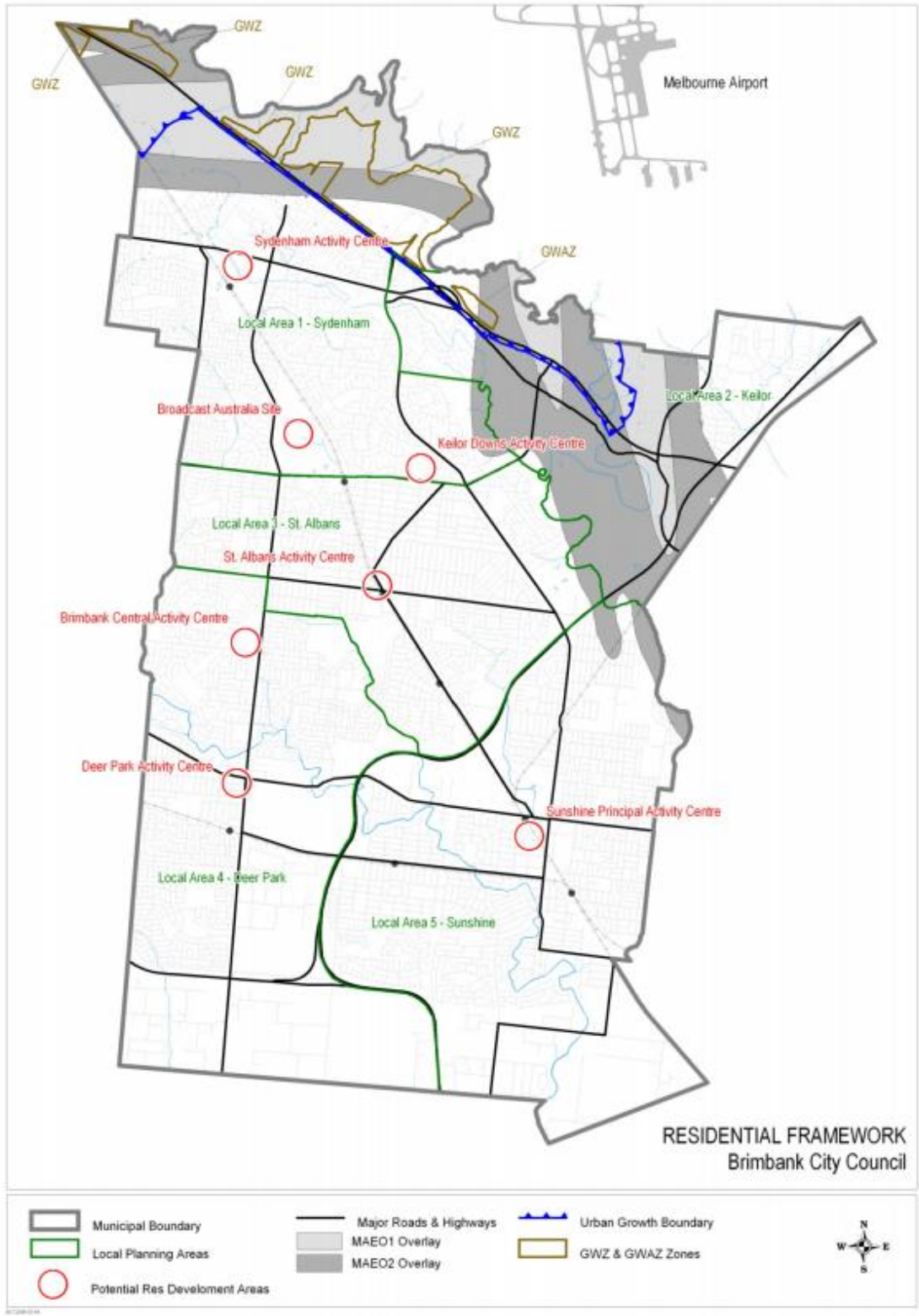
Clause 21.08 Retailing and Activity Centres

- Identifies a series of issues and objectives for activity centres within Brimbank. Relevant policy includes encouraging higher density residential development in activity centres such as Sunshine MAC, Brimbank Central MAC, Deer Park Village MAC, Keilor Downs MAC and Sydenham Regional Activity Centre. In addition, medium density development is encouraged in St Albans MAC.

Clause 22.01 Brimbank Heritage Policy

- Identifies policy relating to the protection of heritage places in the municipality. Key policies include encouraging the retention and restoration of heritage places and to ensure that subdivision or alterations and additions to existing buildings do not adversely affect the significance of heritage places.

F3. RESIDENTIAL FRAMEWORK



Source: Clause 21.07-5 Brimbank Planning Scheme.

2.4. RESIDENTIAL PLANNING CONTROLS

ZONES

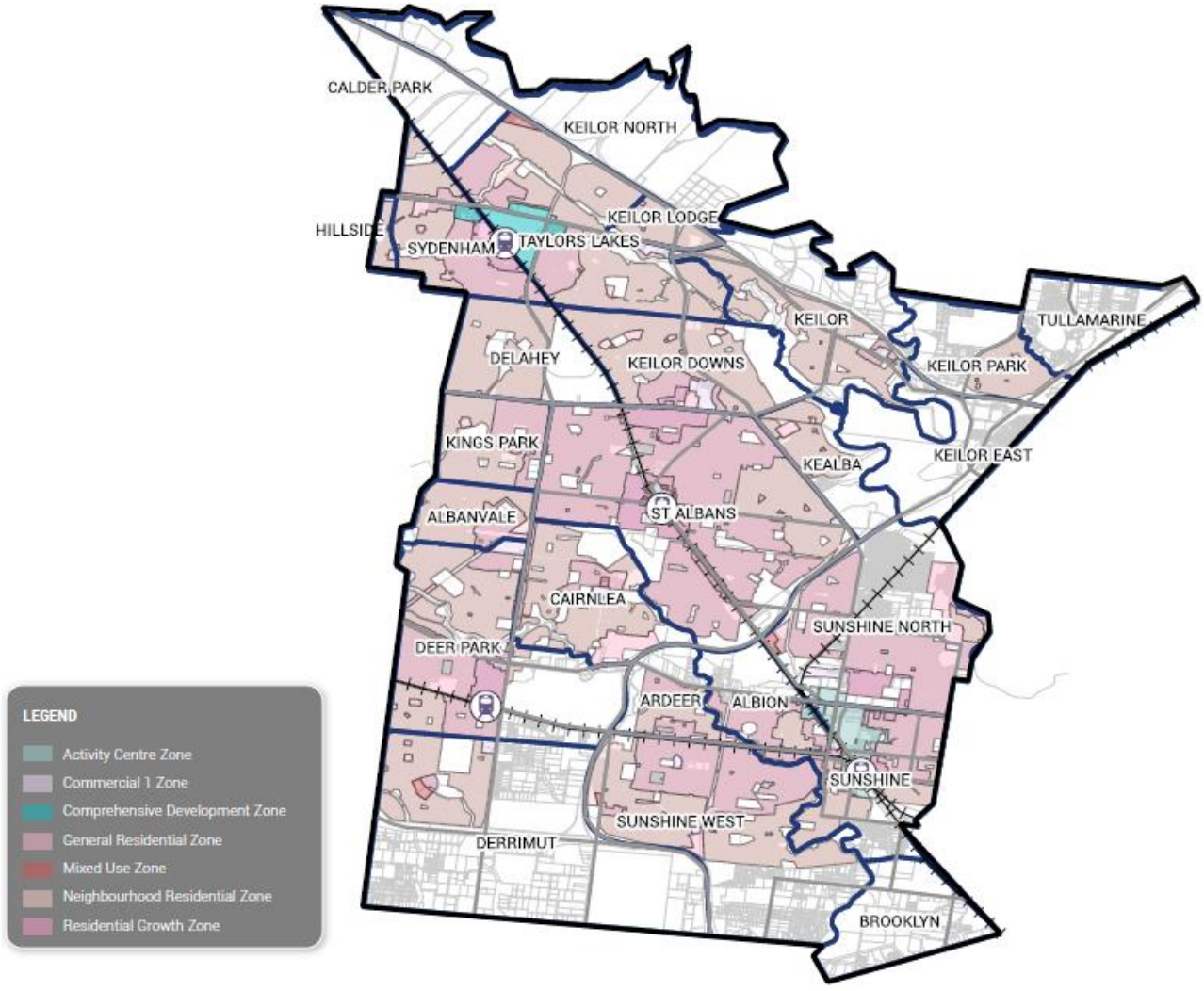
The distribution of residential zones is shown in Figure 4 and summarised in Table 1.

Large sections of land are included in the General Residential Zone and Neighbourhood Residential Zone, with smaller sections of Residential Growth Zone land around the activity centres of St Albans, Deer Park, Keilor Downs and Sydenham.

Several precincts are in zones which contemplate residential uses as part of activity centres such as the Comprehensive Development Zone at Watergardens / Sydenham and the Activity Centre Zone in Sunshine Activity Centre.

Very few properties are in the Mixed Use Zone.

F4. RESIDENTIAL ZONES IN BRIMBANK



Source: Urban Enterprise, 2021.

T1. RESIDENTIAL ZONES IN THE BRIMBANK PLANNING SCHEME

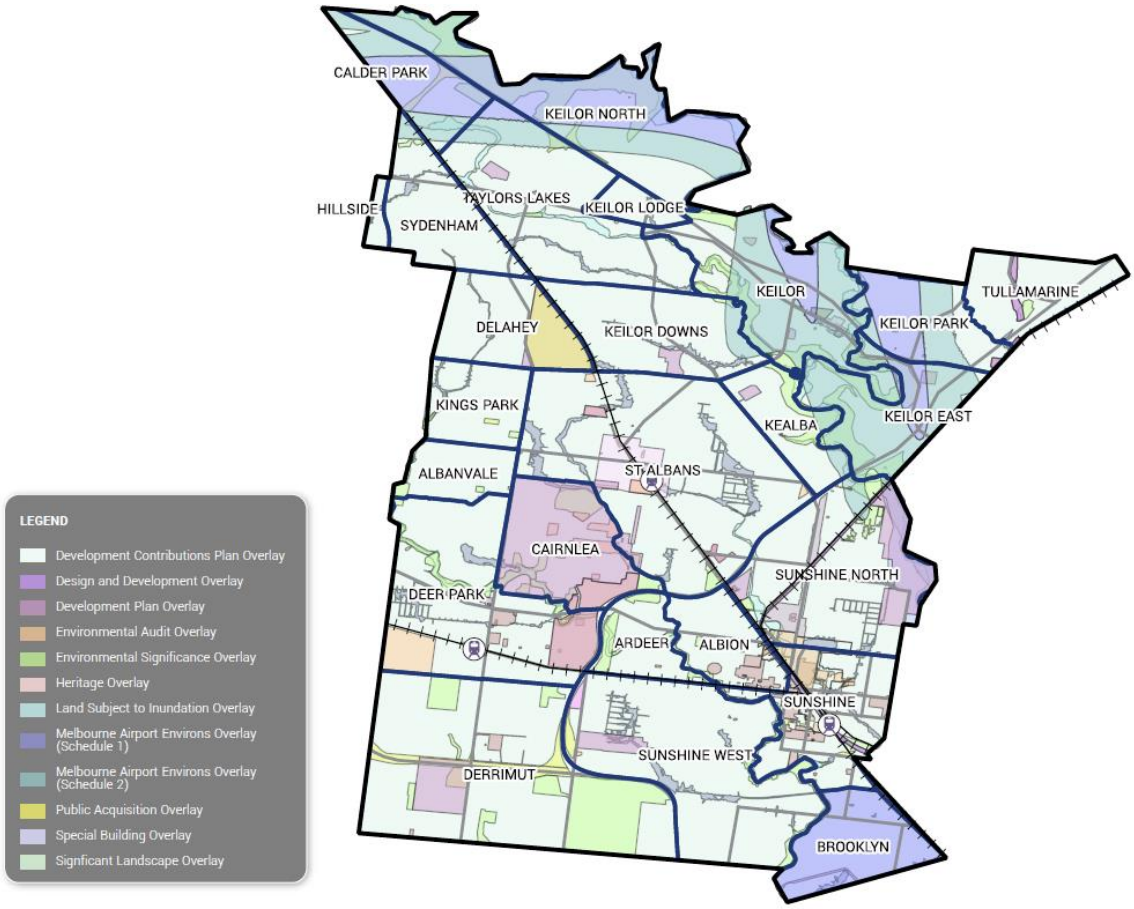
Zone	Purpose	Schedules
Residential Growth Zone (RGZ)	To provide housing at increased densities in buildings up to and including four storey buildings. To encourage a diversity of housing types in locations offering good access to services and transport including activity centres and town centres. To encourage a scale of development that provides a transition between areas of more intensive use and development and other residential areas. To ensure residential development achieves design objectives specified in a schedule to this zone. To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.	Schedule 1
General Residential Zone (GRZ)	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.	Schedule 1 Schedule 2
Neighbourhood Residential Zone (NRZ)	To recognise areas of predominantly single and double storey residential development. To manage and ensure that development respects the identified neighbourhood character, heritage, environmental or landscape characteristics. To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations	Schedule 1 Schedule 2
Comprehensive Development Zone (CDZ)	To provide for a range of uses and the development of land in accordance with a comprehensive development plan incorporated in this scheme	Schedule 1 Schedule 2
Activity Centre Zone (ACZ)	To encourage a mixture of uses and the intensive development of the activity centre: As a focus for business, shopping, working, housing, leisure, transport and community facilities. To support sustainable urban outcomes that maximise the use of infrastructure and public transport. To deliver a diversity of housing at higher densities to make optimum use of the facilities and services. To create through good urban design an attractive, pleasant, walkable, safe and stimulating environment. To facilitate use and development of land in accordance with the Development Framework for the activity centre.	Schedule 1
Mixed Use Zone (MUZ)	To provide for a range of residential, commercial, industrial and other uses which complement the mixed use function of the locality. To provide for housing at higher densities To encourage development that responds to the existing or preferred neighbourhood character of the area. To facilitate the use, development and redevelopment of land in accordance with the objectives specified in a schedule to this zone.	Schedule 1
Commercial 1 Zone (C1Z)	To create vibrant mixed use commercial centres for retail, office, business, entertainment and community uses. To provide for residential uses at densities complementary to the role and scale of the commercial centre.	

Source: Brimbank Planning Scheme

OVERLAYS

Planning overlays that apply to residential land in Brimbank are shown in Figure 5. The overlays which have the greatest impact on housing capacity and development are the Design and Development Overlay (with various schedules) and the Melbourne Airport Environs Overlay.

F5. OVERLAYS IN BRIMBANK



Source: Urban Enterprise, 2021.

2.5. KEY POINTS

- **The current housing strategy and policy acknowledges the absence of greenfield residential land in the municipality and directs housing growth to six activity centres and one major urban renewal site.**
- **State planning policy and guidance for housing directs residential development and intensification to activity centres, urban renewal precincts and other locations near employment and transport.**
- **State policy requires Councils to provide at least 15 years supply of residential land and to ensure that a variety of housing types are available to meet projected demand.**
- **Recent Practice Notes confirm that all residential zones support and allow increased housing.**
- **Brimbank currently has land across all urban residential zones, as well as isolated local areas in other zones which can accommodate housing including the Mixed Use Zone, Commercial 1 Zone, Comprehensive Development Zone and Activity Centre Zone.**
- **Few overlays apply to residential areas. The overlays which have the greatest impact on housing capacity and development are the Design and Development Overlay (with various schedules) and the Melbourne Airport Environs Overlay.**

3. STRATEGIC CONTEXT

3.1. OVERVIEW

This section provides an overview of the local and state strategies that are relevant to housing in Brimbank, including priorities for residential development, neighbourhood character, housing diversity and the vision and hierarchy for the activity centre network.

3.2. STATE STRATEGY

3.2.1. PLAN MELBOURNE (2017)

Plan Melbourne is a 35-year Strategy prepared by the Department of Environment, Land, Water and Planning in 2017 to guide the future development of Melbourne. The Plan provides guidance for long term planning including infrastructure and transport and supports the economic development of the City.

Plan Melbourne identifies Sunshine as a Metropolitan Activity Centre and as the location of a National Employment and Innovation Cluster (NEIC), supporting significant development and investment in the suburb. The Sunshine NEIC encompasses the Sunshine Metropolitan Activity Centre as well as Sunshine Hospital and the St Albans Major Activity Centre.

The Plan also promotes 20-minute neighbourhoods which support local communities having most of their everyday needs within a 20-minute walk, cycle or public transport trip from their house. Everyday needs include having local shopping centres, schools, playgrounds, affordable housing options, public transport and local employment opportunities.

Plan Melbourne identifies designates substantial areas for urban growth (primarily residential) in the western region. Major urban growth is planned for the municipalities of Melton and Wyndham in close proximity to Brimbank's western boundary.

3.3. LOCAL STRATEGY

3.3.1. BRIMBANK HOUSING STRATEGY

Brimbank's Housing Strategy (Home and Housed, 2014), provides guidance and policy for ensuring adequate housing is available for the current and future community in the municipality. The Strategy identifies locations for future residential development including infill development and strategic redevelopment sites.

The Strategy identifies issues and future directions for a series of planning districts in the municipality. The key issues and future directions for each district is summarised in Table 2.

T2. ISSUES AND DIRECTION FOR PLANNING DISTRICTS

District	Population Issues	Current Housing	Housing Issues	Directions
Sunshine	Significant population growth. Ageing population.	Primarily one or two storey units or houses. Limited housing in around Sunshine Town Centre.	Need for greater variety and choice.	Higher density housing in / around Sunshine Town Centre and medium density around the edge of the Sunshine Town Centre.
Deer Park	Moderate population growth.	Primarily one or two storey units or houses; Established housing in Deer Park.	Need for greater variety and choice.	Focus on higher density housing in / around Deer Park town centre and Deer Park railway station. Medium density housing around the edge of Deer Park Town Centre, Brimbank Central, Cairnlea Town Centre and Lennon Parkway Community Hub. Protect remaining residential suburbs and neighbourhood character. Ensure adequate physical and social infrastructure, including green open space.
St Albans	Moderate population growth.	Primarily one or two storey units or houses.	Need for greater variety and choice.	Higher density housing in / around St Albans town centre with medium density around the town centre. Protect residential suburbs and neighbourhood character, ensure adequate physical and social infrastructure.
Sydenham	Moderate population growth.	Primarily one or two storey units or houses. Number of new aged care and apartments.	Need for greater variety and choice.	Focus higher density in / around Watergardens and areas to north of Keilor Downs shopping centre
Keilor	Little population growth. Ageing population.	Primarily one or two storey units or houses.	Need for self-contained housing for elderly.	Focus medium density housing in / around Keilor Village. Retain low density outside Keilor Village, protect remaining residential suburbs and neighbourhood character. Ensure adequate physical and social infrastructure, including green open space.

Source: Brimbank City Council Housing Strategy 'Home and Housed', 2014, pp 11.

The Strategy outlines a need to address the following:

- Adaptable housing - encouraging adaptable design in new developments, advocate to the Australian Building Code for a minimum amount of housing within multi-unit developments to be adaptable and engage with the Victorian Government for an adaptable housing regulatory framework.
- Social housing - actions include facilitating the provision of indigenous, public and community housing, ensuring existing social housing is protected and future supply is encouraged, and advocating to the Office of Housing for the maintenance / replacement of existing residential buildings.
- Housing diversity and choice - actions including increasing housing choice (style of homes, number of bedrooms etc), encourage a mix of private and social housing, encourage housing to meet needs of people with a disability as well as older and younger people.
- Housing affordability - actions include encouraging developers to supply dwellings at varying price points as well as affordable housing, promote higher density housing in suitable locations such as town centres and development partnerships with organisations and government to facilitate additional community and crisis housing.

3.3.2. NEIGHBOURHOOD CHARACTER STUDY, DRAFT (2019)

The Draft Neighbourhood Character Study prepared by Council in 2019 identifies a series of neighbourhood objectives for residential land in Brimbank.

The Study included consultation with the community and an audit of neighbourhood character across all residential land in Brimbank. As a result, the Study identified 11 distinct character types including surrounds of activity centres and transport hubs (RGZ1), residential development from the 1950s onwards (GRZ1), development from 2000s (GRZ2) and River Valley in General Residential Zone (GRZ4). For each character type, the existing character and preferred future character as well as new objectives and ResCode requirements are identified.

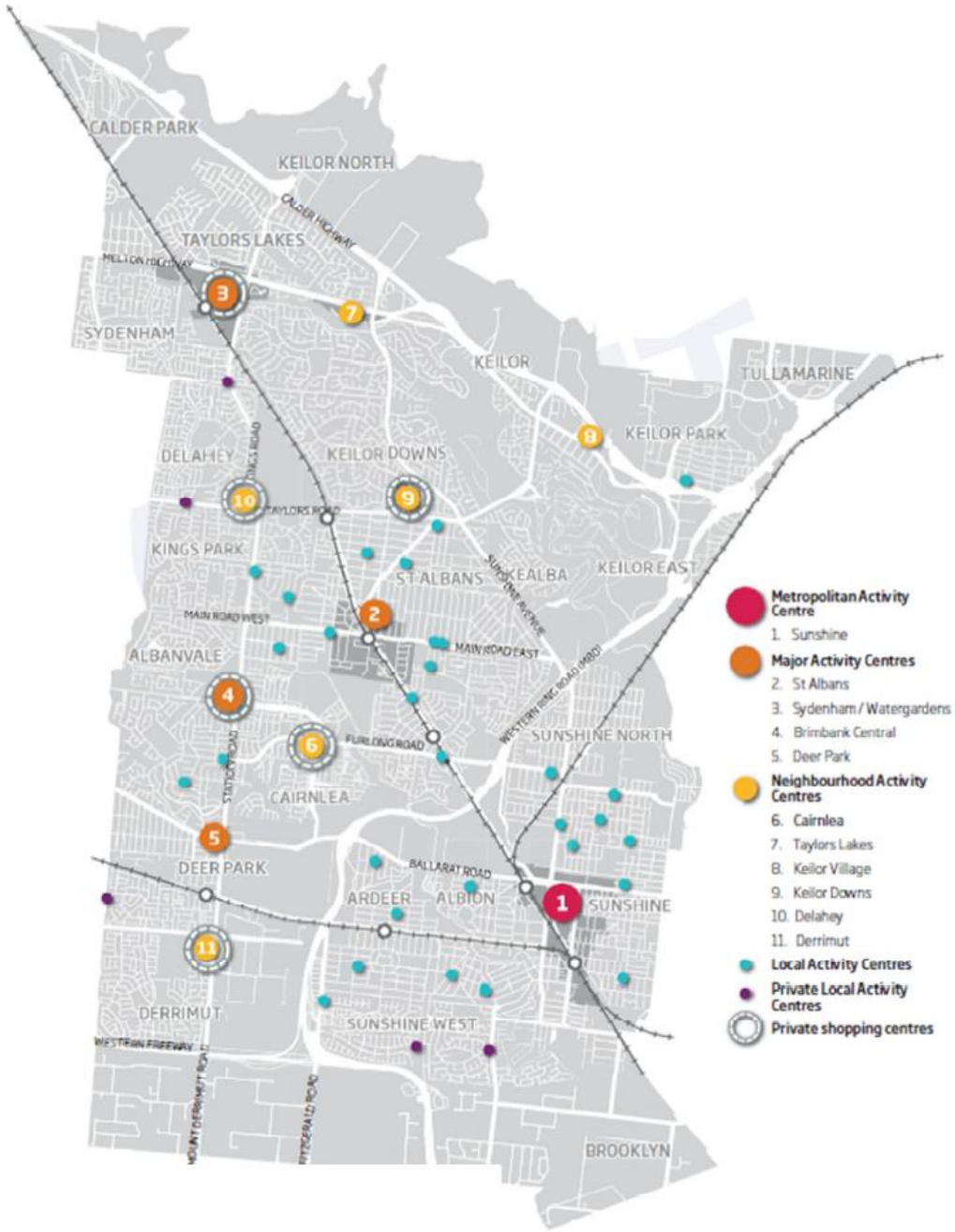
The Study has not progressed to a Planning Scheme Amendment due to the release of Planning Practice Notes 90 and 91 which include changes to planning for residential areas.

3.4. ACTIVITY CENTRES

3.4.1. ACTIVITY CENTRE STRATEGY

The Brimbank Activity Centre Strategy was prepared by Council in 2018 and provides guidance for the future development of activity centres within the municipality. The Activity Centre Hierarchy is shown in Figure 6.

F6. ACTIVITY CENTRE HIERARCHY



Source: Brimbank Activity Centre Strategy, 2018.

The Strategy identifies six principles to assist Council in decision making for Activity Centres:

1. All residential areas within Brimbank should be able to conveniently access a range of Activity Centres;
2. Activity Centres should be attractive, safe and a focus for the surrounding neighbourhood and community life;
3. Encourage a business-friendly environment that supports local employment and service opportunities;
4. Encourage sustainability through mixed use centres with commercial, retail services and housing and environmentally sustainable design;
5. Activity Centres should be accessible, integrated, street-based centres that are connected by multiple modes of transport; and
6. Encourage investment to improve Activity Centres.

3.4.2. PLANNING DIRECTIONS AND OBJECTIVES

Several planning strategies have been prepared for the Sunshine and St Albans Activity Centres. Table 3 summarises the relevant directions and objectives from each document.

The following directions are considered relevant to residential development and housing:

- In the Sunshine NEIC:
  - Provide a greater range of new housing stock and accommodation in locations that are well-served by transport and services.
  - Intensify density in the Main Street and Albion Station Precinct and increase opportunities for higher density housing in the Ballarat Road Precinct. In the Southern Village Precinct, investigate opportunities to transition industrial area to commercial/residential, and encourage shop top housing.
- In St Albans, increase infill redevelopment and medium density development in close proximity to retail and transport amenity.

T3. ACTIVITY CENTRE PLANNING DIRECTIONS AND OBJECTIVES

Activity Centre	Planning Document (source)	Relevant directions, objectives
Sunshine National Employment and Innovation Centre (NEIC)	Framework Plan (draft), 2017	Provide a greater range of new housing stock and accommodation in locations that are well-served by transport and services.
Sunshine Town Centre	Structure Plan, 2014	Main Street Precinct –residential density to intensify in the east to medium density and the west to intensify over time. Strategies including promoting housing above the ground floor. Ballarat Road Precinct –increase opportunities for higher density housing. Southern Village Precinct - transition of existing industrial areas to commercial or residential and encouraging shop top housing. Albion Station Precinct – Supports the intensification of uses.
St Albans	Structure Plan, 2015	Key opportunities: Student housing in accordance with the expansion of the Victoria University St Albans Campus Increased infill development and locations for larger scale redevelopment. Key objectives: Increase infill redevelopment, increase medium density residential development (in close proximity to retail core and train station).

Source: Refer to table.

3.5. KEY POINTS

- **Planning policy and strategic objectives outline the need to:**
    - **Provide sufficient, adequate and affordable housing accessible to the activity centre network.**
    - **Ensure a range of housing types are available to meet the diverse needs of residents.**
- **Given the absence of broadhectare land supply, future residential development will occur through infill development, urban renewal areas and redevelopment of sites that permit residential intensification.**
- **Sunshine is a Metropolitan Activity Centre that will support ongoing development and investment, and is expected to accommodate significant population, housing and employment growth.**
- **St Albans and Watergardens (Sydenham) are planned to accommodate residential intensification through application of the RGZ and CDZ.**
- **Other Neighbourhood Activity Centres in Brimbank are in more established residential areas that perform a local retail service role and are not expected to undergo major residential change or development in the near future.**
- **An ongoing priority for Brimbank is to ensure residents have access to retail, hospitality, community, commercial, transport and cultural amenity within Activity Centres.**

4. ECONOMIC AND PROPERTY MARKET CONDITIONS

4.1. INTRODUCTION

This section provides an assessment of macroeconomic conditions and trends that are influencing the housing market in Brimbank. The focus of this section is primarily on current market conditions, recent trends and major projects that are likely to influence the municipal property market and economic during the planning period.

The municipality is undergoing a period of change through urban growth, development and intensification that is being driven by a combination of population and employment growth, private and public sector investment and major infrastructure projects.

4.2. STATE AND NATIONAL HOUSING MARKET

Median house prices fell across Melbourne during 2020, however since Melbourne emerged from lockdown in October 2020, confidence has returned to the market and house prices recently surpassed pre-pandemic levels.

Melbourne is expected to experience strong house price growth throughout 2021 and 2022. The Commonwealth Bank of Australia (CBA) forecast national house prices to rise between 12%-16% over the next two years, however the outlooks for houses and units vary, with the latter forecast to increase by around 9% over the next two years.[1]

All major banks have recorded an uplift in new home loan commitments in 2021, which is attributed to improving employment conditions, lower than expected rates of unemployment and record low interest rates. Based on the Reserve Bank of Australia's (RBA) forward guidance, interest rates are expected to remain at very low levels until 2024.[2]

Government related stimulus measures have supported national and Victorian prices over the past 12 months such as the homebuilder stimulus and stamp duty concessions. These measures have brought forward demand to an extent, and both will cease in 2021.

IMMIGRATION

A key factor affecting the property market at present is international border closures. Australia's immigration program has underpinned close to three decades of consistent economic growth and has contributed to population-led demand for housing. The Federal Government projects that there will be a notable loss of overseas migration in Australia in the 2021 and 2022 financial years (both temporary and permanent residents).

The Federal Budget projects that Net Overseas Migration will fall to -72,000 by the end of 2021 financial year. The net loss is expected to continue until international borders are reopened (planned for mid-2022). From there, a gradual increase in overseas migration is forecast, with the attraction of up to 200,000 migrants in 2024 financial year (pre-covid levels). This is discussed further in the 'Housing Need' section.

[1] Australian Property Values, CBA, March 2021

[2] RBA / CBA Property Price Analysis, February 2021

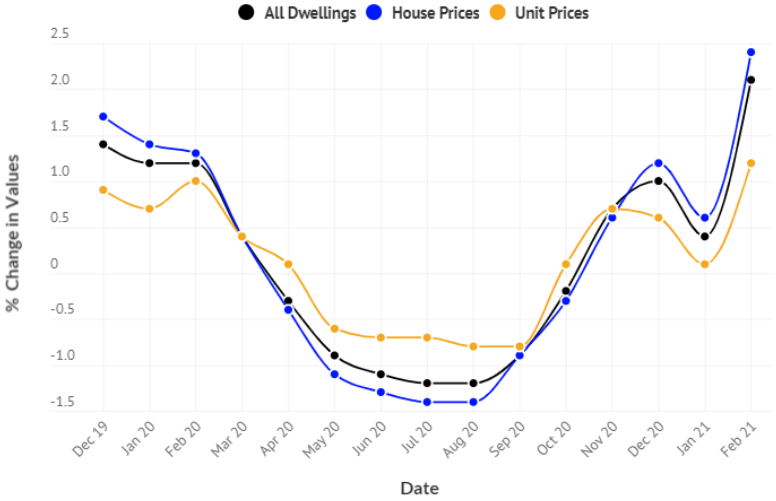
4.3. MELBOURNE HOUSE AND UNIT PRICES

Melbourne's property market has experienced long term price growth, underpinned by strong population growth and stable economic conditions. Over the past 12 months, economic and property market conditions have been severely disrupted due to the impacts of the COVID-19 pandemic. The following indicators summarise the key recent movements in the market since 2019.

Recent house and unit price trends in Melbourne include the following:[3]

- Melbourne emerged from its second lockdown in October 2020 and confidence returned to the market. Dwelling values started rising again to end 2020 (+3%), largely driven by pent-up buyer demand.
- House values rose again in early 2021 supported by low interest rates, government incentivised building grants and renewed participation from first-home buyers and surpassed pre-pandemic highs by 1% in February 2021.
- Apartments are expected to weigh down the overall Melbourne market in 2021, largely due to international border closures and a reduction in internal and overseas migration.
- House prices have increased strongly in 2021 and are projected to continue to increase strongly in 2022 and 2023. Apartment price growth is likely to be more subdued, particularly in inner Melbourne.

F7. HOUSE AND UNIT PRICE GROWTH, MELBOURNE, DEC 2019 TO FEB 2021



Source: CoreLogic Hedonic Home Value Index, January 2021

4.4. RENTAL MARKET, MELBOURNE

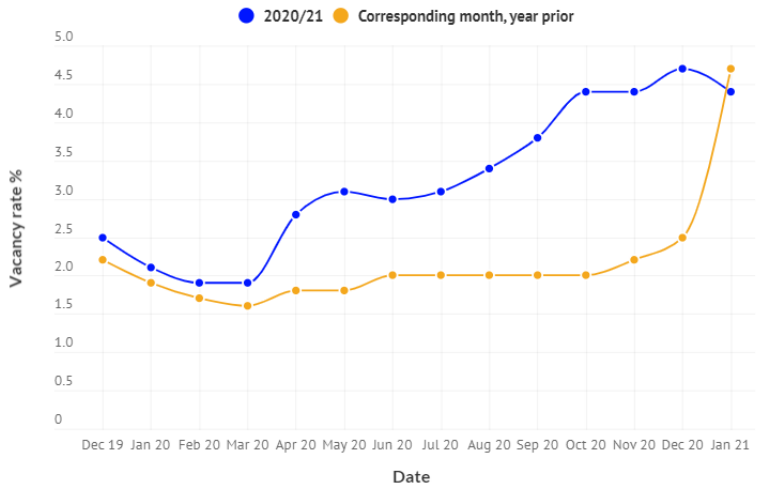
Recent trends across Melbourne's rental market are as follows:[4]

- The relatively low levels of rental investment activity may have been compounded by weak rental markets, particularly in highly-concentrated investment markets like inner-city Melbourne, which are largely comprised of unit stock.
- Rental listings have more than doubled across Melbourne in the last 12 months, indicating a potential oversupply. This has led to a slight decline in rental prices for both units and houses.
- Unit rents have seen weaker performance than houses over the year, which may see investor demand gravitate toward houses.

[3] Melbourne Housing Market Insights, Urban Developer, February 2021

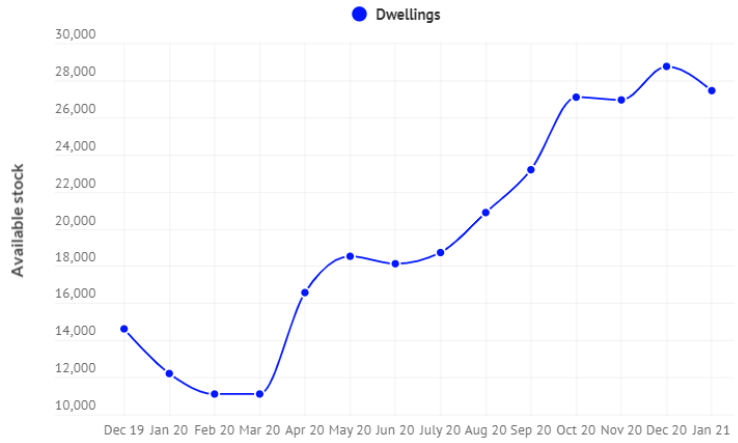
[4] Melbourne Housing Market Insights, Urban Developer, February 2021

F8. RENTAL VACANCY RATE, MELBOURNE



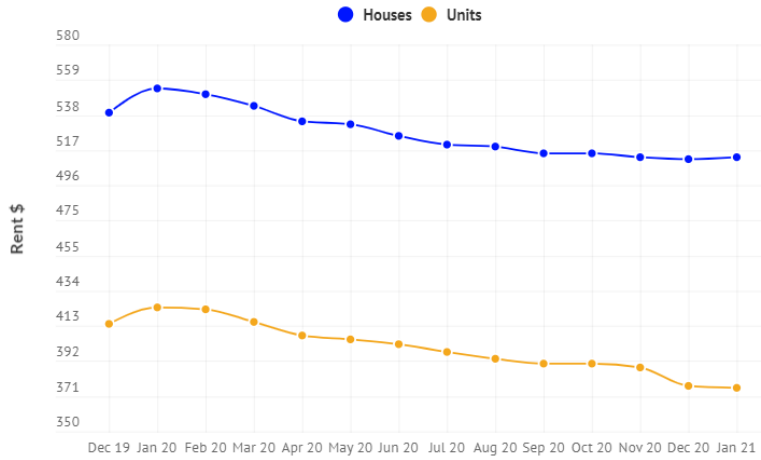
Source: SQM Research, January 2021

F9. RENTAL LISTINGS, MELBOURNE



Source: SQM Research, January 2021

F10. RENT PRICES, MELBOURNE



Source: SQM Research, January 2021

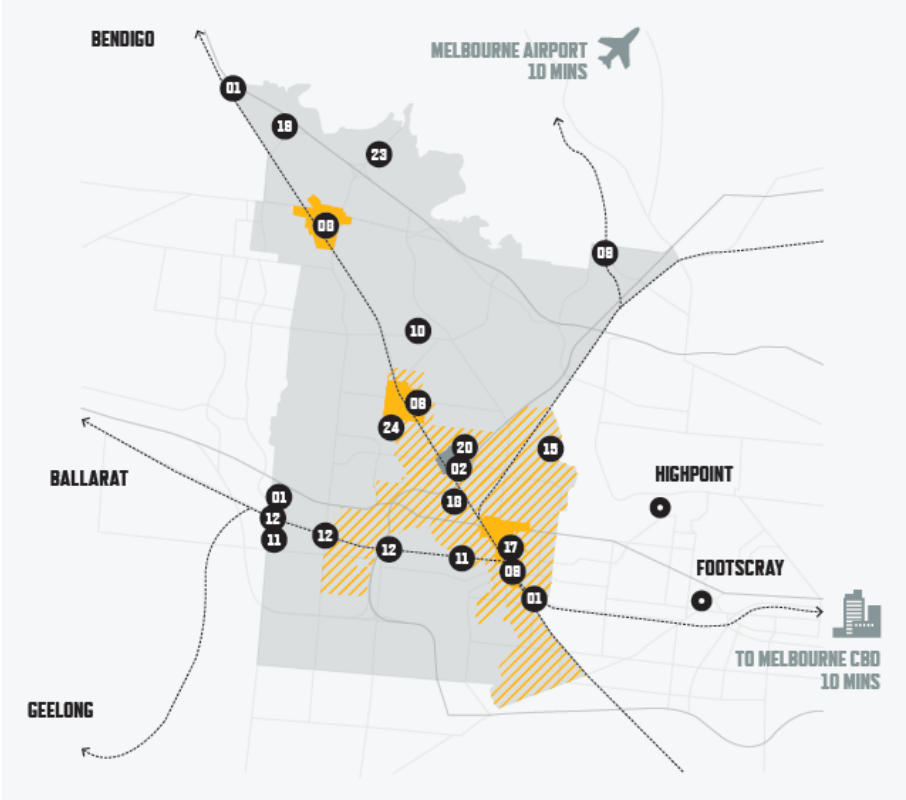
4.5. MAJOR INFRASTRUCTURE AND INVESTMENT

Over the last decade over $2 billion in private and public investment has been delivered in Brimbank. Figure 11 shows the location of major projects that have either recently been completed, are in the investment pipeline or form part of the infrastructure 'vision' for Brimbank[5].

The investments proposed:

- Are primarily concentrated in and around the Sunshine Activity Centre;
- Commonly relate to road and rail transport infrastructure;
- Include several community facilities and health, wellbeing and education uses;
- Include several employment precincts and retail investments; and
- Include few projects relevant to residential development.

F11. MAJOR PROJECTS, BRIMBANK



01. MAJOR RAIL INVESTMENT
02. SUNSHINE HEALTH AND WELLBEING PRECINCT
08. BOWERY THEATRE AND ST ALBANS COMMUNITY CENTRE
09. WATERGARDENS SHOPPING CENTRE UPGRADE
08. MELBOURNE AIRPORT RAIL AND SUNSHINE SUPER HUB
10. ST ALBANS HEALTH AND WELLBEING HUB
11. ELECTRIFICATION OF MELTON AND WYNDHAM VALE LINE
12. DEER PARK LEVEL CROSSING REMOVALS
15. NEW RESIDENTIAL ESTATES
18. ENERGY PARK
18. CALDER PARK DRIVE INTERCHANGE
20. SHWEP
22. NO NET EMISSIONS*
23. SYDENHAM PARK
24. VIC UNI @ ST ALBANS

*All of Brimbank.

Source: Leading with Vision, Transforming Brimbank Future Priorities 2050 (draft), Brimbank City Council 2021.

[5] Leading with Vision, Transforming Brimbank Future Priorities 2050 (draft), Brimbank City Council 2021.

RECENTLY COMPLETED PROJECTS

Recently completed major projects in Brimbank are summarised in Table 4. Major projects that have been delivered relate to range of uses, precincts, facilities and activities. One of the most significant ongoing projects is the Sunshine Health, Wellbeing and Education Precinct (SHWEP). Since 2013, more than $300 million has been invested in the precinct, strengthening its role as a major health, wellbeing and education precinct.

T4. RECENTLY COMPLETED PROJECTS, BRIMBANK

Project	Project Type	Overview
Sunshine Health, Wellbeing and Education Precinct (SHWEP)	Health, wellbeing, education	Since 2013 there has been approximately $324m of major projects delivered within the SHWEP: - $200 million Joan Kirner Women's and Children's Centre - Victoria University $30 million nursing practice education - $34.9 million redevelopment of the emergency department at the hospital
Major Rail Investment	Transport	Grade separations and new stations at Ginifer and St Albans. Relocation of the Ginifer Station closer to Furlong Road.
VicRoads the Hub at Sunshine	Commercial, transport, employment	$25 million development of VicRoads' North West regional offices.
Brimbank Community and Civic Centre	Community	$52 million Brimbank Community and Civic Centre and Sunshine Library
Victoria University Sunshine Skills Hub and Construction Futures Training Facility	Education	$35 million Sunshine Skills Hub comprises innovation spaces, health and community services and early childhood and paramedical education. $44.2 million trade training centre accommodated the Polytechnic construction program.
Watergardens Shopping Centre Upgrade	Retail, hospitality	$50 million upgrade to create a new 5,000 sqm food marketplace
Bowery Theatre and St Albans Community Centre (STACC)	Community, arts and culture	$8.9 million St Albans Community Centre (STACC) and Bowery Theatre includes performance, exhibition and arts space.

Source: Leading with Vision, Transforming Brimbank Future Priorities 2050 (draft), Brimbank City Council 2021.

PIPELINE PROJECTS

The most significant pipeline project planned for Brimbank is the Melbourne Airport rail link, which is proposed to travel through Sunshine; transforming the Activity Centre into a major transport hub. Planning and development work is underway for the airport rail link, with construction due to start in 2022. The target completion date is 2029.

The Western Rail Plan has also committed to extending the metropolitan train network into Melton and Wyndham Vale, presenting further opportunities for Brimbank to leverage increased trains and passengers.

T5. PIPELINE PROJECTS, BRIMBANK

Project	Project Type	Overview
Melbourne Airport Rail and Sunshine Super Hub	Transport	Melbourne Airport Rail will transform Sunshine Station into a Super Hub for the Victorian rail network.
St Albans Health and Wellbeing Hub	Health and wellbeing	$60 million St Albans Health and Wellbeing Hub which will provide an integrated centre for social cohesion, wellbeing and healthy living in St Albans.
Western Rail Plan (WRP)	Transport	Western Rail Plan (WRP) commits to extending the metropolitan train network to Melton and Wyndham Vale.
Hampshire Road, Sunshine	Transport, public realm, open space	Council has already invested $13 million to upgrade Sunshine's Hampshire Road to create a grand boulevard and public space for the CBD.
New Residential Estates	Housing	Major residential in-fill developments in Brimbank will deliver 63 ha of new residential land accommodating an additional 3,520 dwellings. 3,100 new residential lots created in Cairnlea on 41 hectares. 300 dwellings at the 12.5 ha former City West Water site in Sunshine North. 120 lots on 9.5 hectare site in Taylors Lakes. Additional sites are being actively developed / considered for rezoning.
Deer Park Level Crossing Removal	Transport	Mt Derrimut Road/Station Road and Robinsons Road will be delivered by 2025. The Mount Mt Derrimut Road/Station Road level crossing removal will also include a new Deer Park Station.

Source: Leading with Vision, Transforming Brimbank Future Priorities 2050 (draft), Brimbank City Council 2021

VISIONARY PROJECTS

Visionary projects are outlined in Transforming Brimbank, Future Priorities 2050, prepared by Brimbank City Council. Visionary projects are consistent with current planning priorities and mostly relate to strengthening the role and function of Sunshine CBD and the SHWEP.

T6. VISIONARY PROJECTS, BRIMBANK

Project	Project Type	Overview
Sunshine CBD	Employment, housing, retail, community, transport, arts and culture	Vision for Sunshine CBD: - World-class public transport at Sunshine Super Transport Hub - Significant office use anchored by a government and law district and education facilities. - An expanded tertiary education offering - Medium to high density residential and mixed use developments supporting a vibrant café culture and nightlife. - New hotels and convention centres. - A new state significant art gallery or museum. - Enhanced community facilities including a modern leisure centre.
Sunshine Health, Wellbeing and Education Precinct (SHWEP)	Health, wellbeing, education	The vision for SHWEP: - A recognised centre of excellence for health, wellbeing, education and research. - A focus for medical research, biotechnology, teaching and conference services.
Sunshine CBD Light Rail Connections	Transport	Expansion of light rail. Potential new light rail routes connecting with Sunshine CBD include: - Ballarat Road corridor, Footscray and Moonee Ponds; - SSHWEP and St Albans; and Deer Park; and - Caroline Springs (Melton Council).
Energy Park	Renewal	Energy Park comprises 44 hectares of vacant land including former quarry and landfill sites. Opportunity for remediated sites to be reimagined for a solar farm, with a longer term opportunity for a regional scale sporting precinct.

Source: Leading with Vision, Transforming Brimbank Future Priorities 2050 (draft), Brimbank City Council 2021

4.6. KEY POINTS

The following key points are relevant to Brimbank's housing and apartment market:

- **House prices in Melbourne have surged in 2021, fuelled by record low interest rates, constrained listings and pent-up demand. The upward trend in pricing is forecast to continue throughout 2021 and 2022.**
- **There are short term concerns for the apartment market, indicated by stagnant and declining rents, increasing rental listings and higher vacancy rates. This could manifest in lower levels of apartment investment activity in the short term.**
- **Population growth rates across Melbourne are below historical levels due to international border closures which will impact population growth and housing demand in Brimbank which usually attracts substantial overseas migration.**
- **The Federal Government forecasts that Australia will lose more than 70,000 overseas migrants in the 2021 financial year. Population growth rates are expected to rebound in 2023 and normalise in 2024.**
- **If house prices continue to increase throughout 2021 and 2022 as predicted, housing affordability will be impacted. This may have the effect of increasing housing demand in Brimbank, given that the municipality is relatively affordable compared with many parts of metropolitan Melbourne. Comparatively, demand may also soften from certain markets (e.g., first home buyers) due to buyers being priced out of the market.**
- **Rising house prices may also lead to a shift in investment demand towards rental tenure and direct a greater share of home buyer demand to more affordable dwellings (such as townhouses and apartments).**
- **There is a significant pipeline of investment and infrastructure projects planned for Brimbank. Most investment is proposed in the Sunshine NEIC, with a major focus on public transport, community facilities and residential and employment growth. This level of public investment will improve the attractiveness of nearby parts of the municipality to prospective residents.**
- **Significant investment in infrastructure will lead to property value uplift, particularly in areas proximate to transport amenity. This could catalyse private sector investment and development across the Sunshine MAC.**

DEMOGRAPHIC & HOUSING PROFILE & TRENDS

This section provides a profile of the existing resident population, housing stock and composition across Brimbank. The purpose of this section is to identify the demographic and housing characteristics and trends across the municipality.

5. DEMOGRAPHIC AND HOUSING PROFILE & TRENDS

5.1. INTRODUCTION

This section provides an analysis of the demographic profile of each of the five Brimbank 'districts' and a profile of the existing housing available.

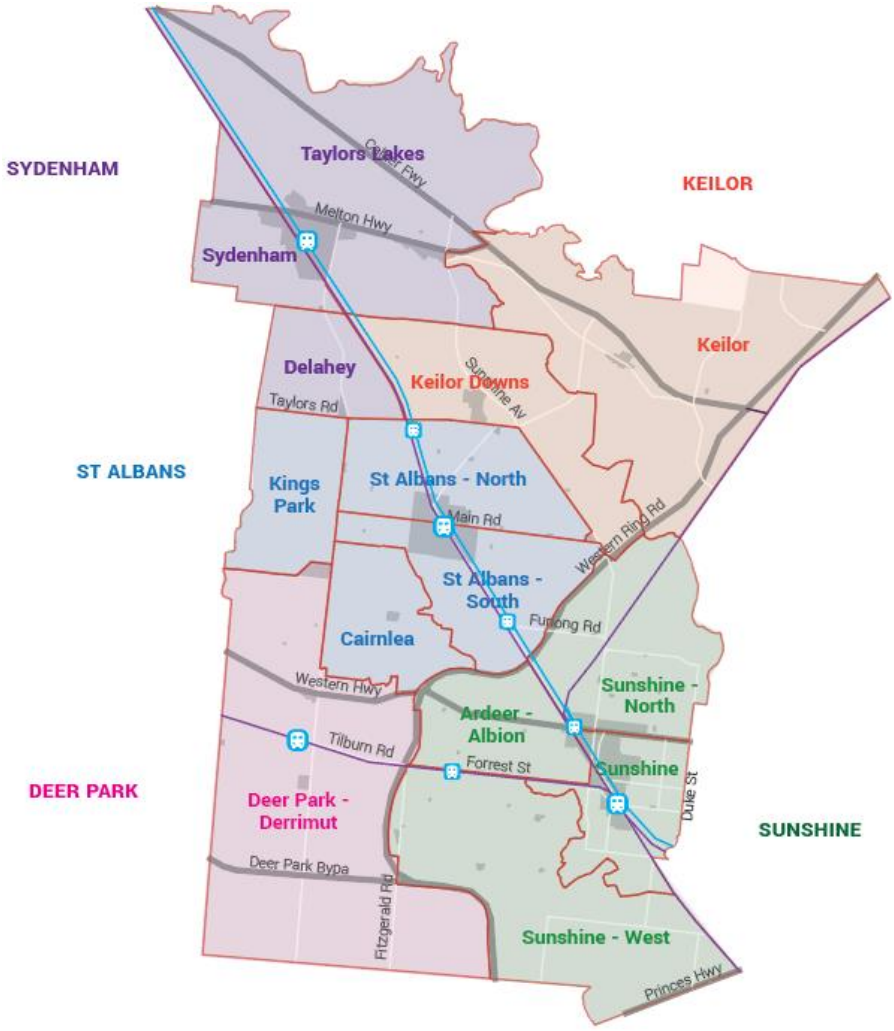
5.2. DISTRICT AREAS

For this assessment, demographic and housing data has been collected for the municipality and the following districts:

- Sunshine – includes Sunshine, Sunshine North, Sunshine West, Ardeer and Albion.
- Sydenham and Taylors Lakes – includes Sydenham, Taylors Lakes and Delahey.
- Keilor – includes Keilor and Keilor Downs.
- Deer Park – includes Deer Park and Derrimut.
- St Albans – includes St Albans North and South, Cairnlea and Kings Park.

Districts are shown in Figure 12.

F12. DISTRICT BOUNDARIES

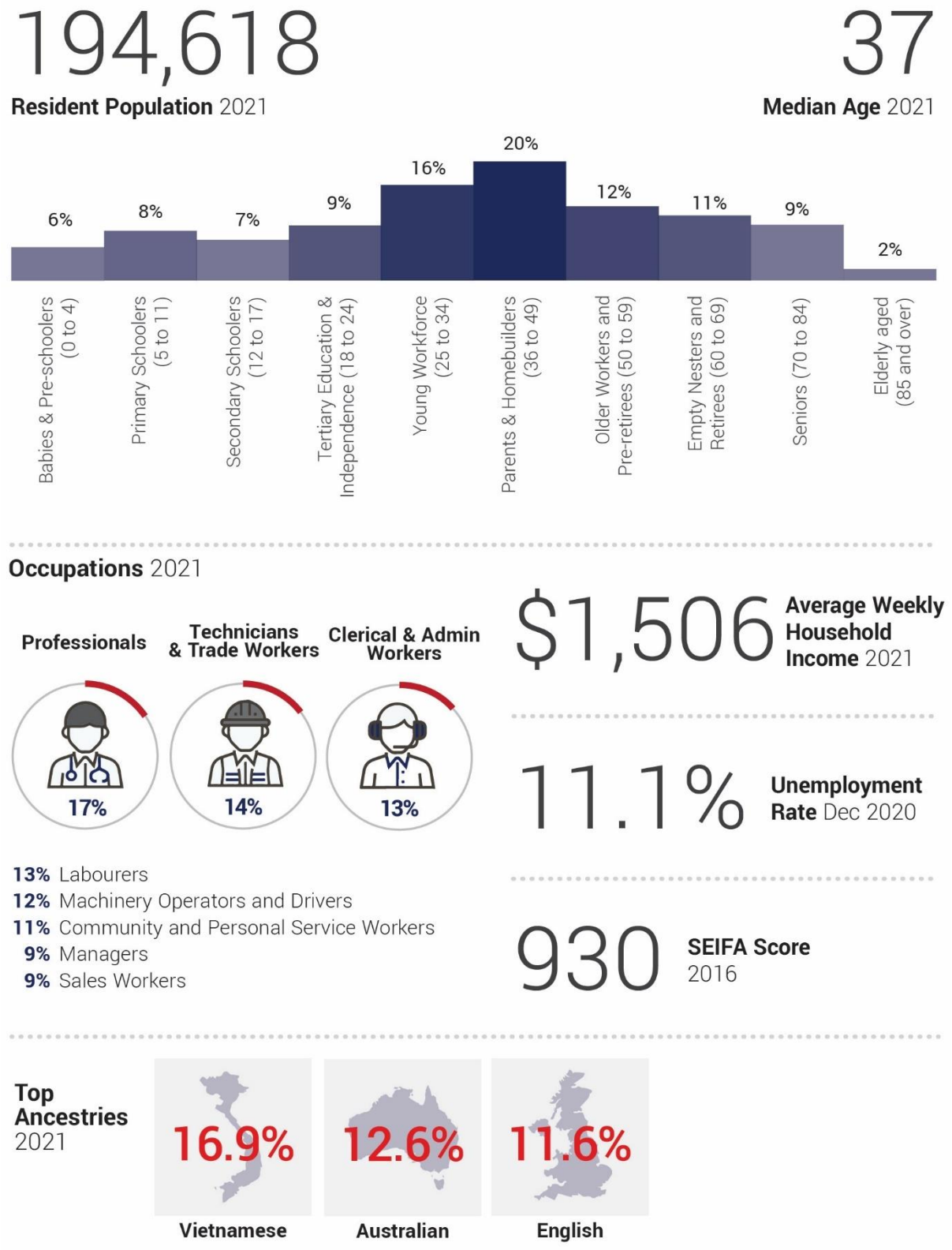


Source: Urban Enterprise



BRIMBANK

5.3. BRIMBANK DEMOGRAPHICS



Source: ABS Census of Population and Housing 2021, Profile Id 2021 – City of Brimbank

5.3.1. DEMOGRAPHIC TRENDS, BRIMBANK

Demographic trends in Brimbank relate to the scale and location of historical population growth, age profile projections and socio-economic indicators such as household income, unemployment rate, occupations and SEIFA index.

HISTORICAL POPULATION GROWTH

As of 2021, Brimbank's population was approximately 195,000 residents. Brimbank has experienced moderate population growth over the past 10 years, increasing by over 11,800 residents between 2011 and 2021 at an average rate of 0.6% per annum.

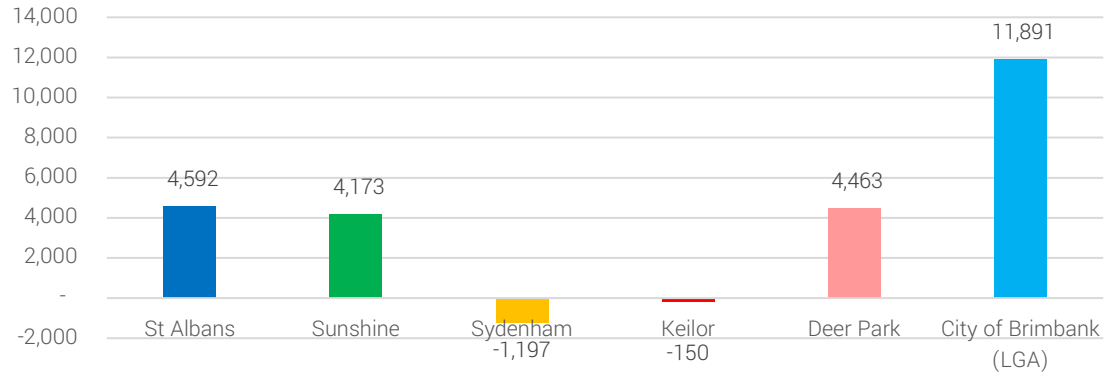
The majority of population growth over this period occurred in Deer Park, Sunshine and St Albans. The Sydenham and Keilor districts in the north of the municipality both experienced a decline in population.

T7. HISTORICAL POPULATION GROWTH, BRIMBANK AND DISTRICTS, 2011 TO 2021

District	2011	2021	Change 2011 to 2021		% of Total Growth
			No.	%	
St Albans (St Albans, Kings Park and Cairnlea)	57,464	62,056	+4,592	8%	39%
Sunshine (Sunshine, Ardeer and Albion)	43,379	47,552	+4,173	9.6%	35%
Sydenham and Taylors Lakes (Sydenham, Taylors Lakes and Delahey)	37,910	36,713	-1,197	-3.2%	-10%
Keilor (Keilor and Keilor Downs)	21,780	21,630	-150	-0.7%	-1%
Deer Park (Deer Park and Derrimut)	22,194	26,657	+4,463	20.1%	38%
Total Brimbank	**182,727**	**194,618**	**+11,891**	**6.5%**	**100%**

Source: ABS Census of Population and Housing, Counting Persons, Place of Usual Residence, 2011 and 2021.

F13. NET POPULATION CHANGE BY DISTRICT, 2011 TO 2021



Source: ABS Stat Estimated Resident Population, 2009 to 2019, Year (ending June 30)

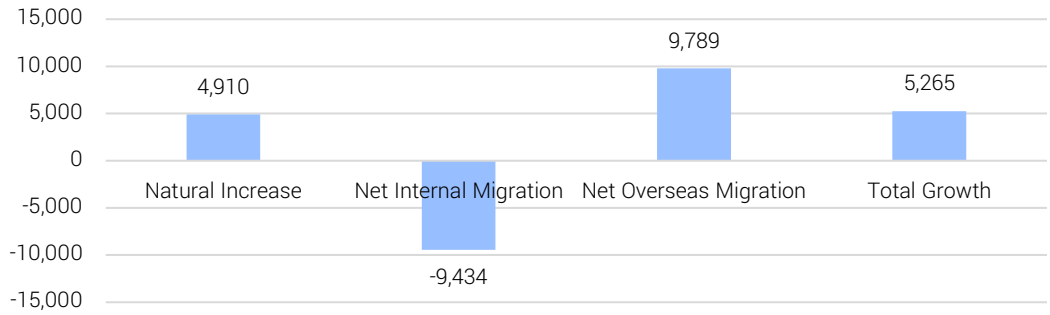
COMPONENTS OF POPULATION CHANGE

Between 2017 and 2019, Brimbank recorded:

- Almost 5,000 net additional residents through natural increase (births minus deaths);
- An internal migration outflow of almost 9,500 residents (those leaving for another location in Australia); and
- An overseas migration net inflow of over 9,500 residents.

Whilst Brimbank experienced a significant loss of population due to internal migration patterns, the municipality remains an attractive resident destination for overseas migrants which offset this loss. These flows will be impacted by the COVID-19 pandemic, with international borders closing early in 2020. Brimbank's housing market is exposed to population growth disruptions resulting from the pandemic - this is discussed further in Section 5 (Housing Need).

T8. COMPONENTS OF POPULATION GROWTH, 2017 TO 2019



Source: ABS Stat Components of Growth, 2017 to 2019, Year (ending June 30).

ETHNICITY

The Brimbank community is strongly influenced by migration, with the most common ethnicity being Vietnamese (17% in 2021).

Between 2016 and 2021, the ethnicity of Brimbank residents shifted further towards residents with Asian ethnicities[6]. Between 2016 and 2021, 1,762 of new residents were of Vietnamese ethnicity, and a further 946 were ethnicities from elsewhere in Asia.

When combined with the recent overseas migration data shown earlier in Table 8, it is clear that Brimbank is a popular location for migrants and residents of non-Australian ethnicity. This should be captured as part of the issues relevant to the preparation of the new Housing Strategy.

[6] Forecast ID, based on 2016 and 2021 ABS Census.

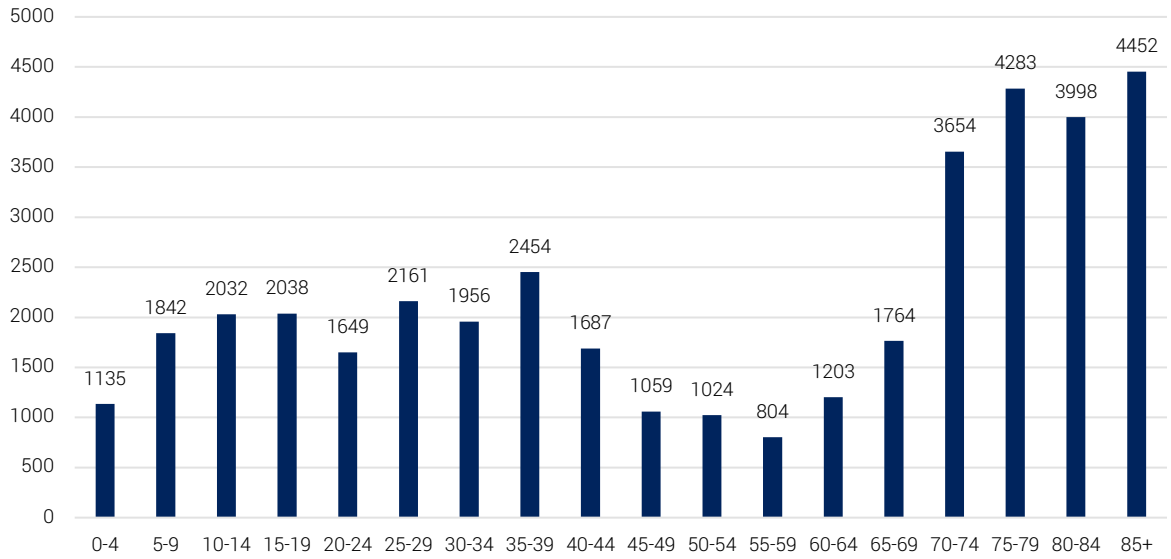
AGE STRUCTURE

The median age in Brimbank in 2021 was 37 years, comparable to that of metropolitan Melbourne. Age projections shows that Brimbank's age profile is expected to change substantially over the next 20 years, with all age cohorts forecast to increase as shown in Figure 14.

Key observations include the following:

- The most significant growth is forecast to occur in senior and elderly cohorts (i.e., over 70 years) which comprise 42% of all population growth projected over the period 2016 to 2041;
- The number of children and young adults is projected to increase strongly over the period, especially those in the young workforce age groups between 25 and 29 years; and
- Substantially lower growth is projected for middle aged and pre-retiree (55 to 65 years) cohorts.

F14. AGE STRUCTURE FORECAST BY COHORT, BRIMBANK, 2016 TO 2041



Source: Population and household forecasts, 2016 to 2041, prepared by .id (informed decisions), 2021.

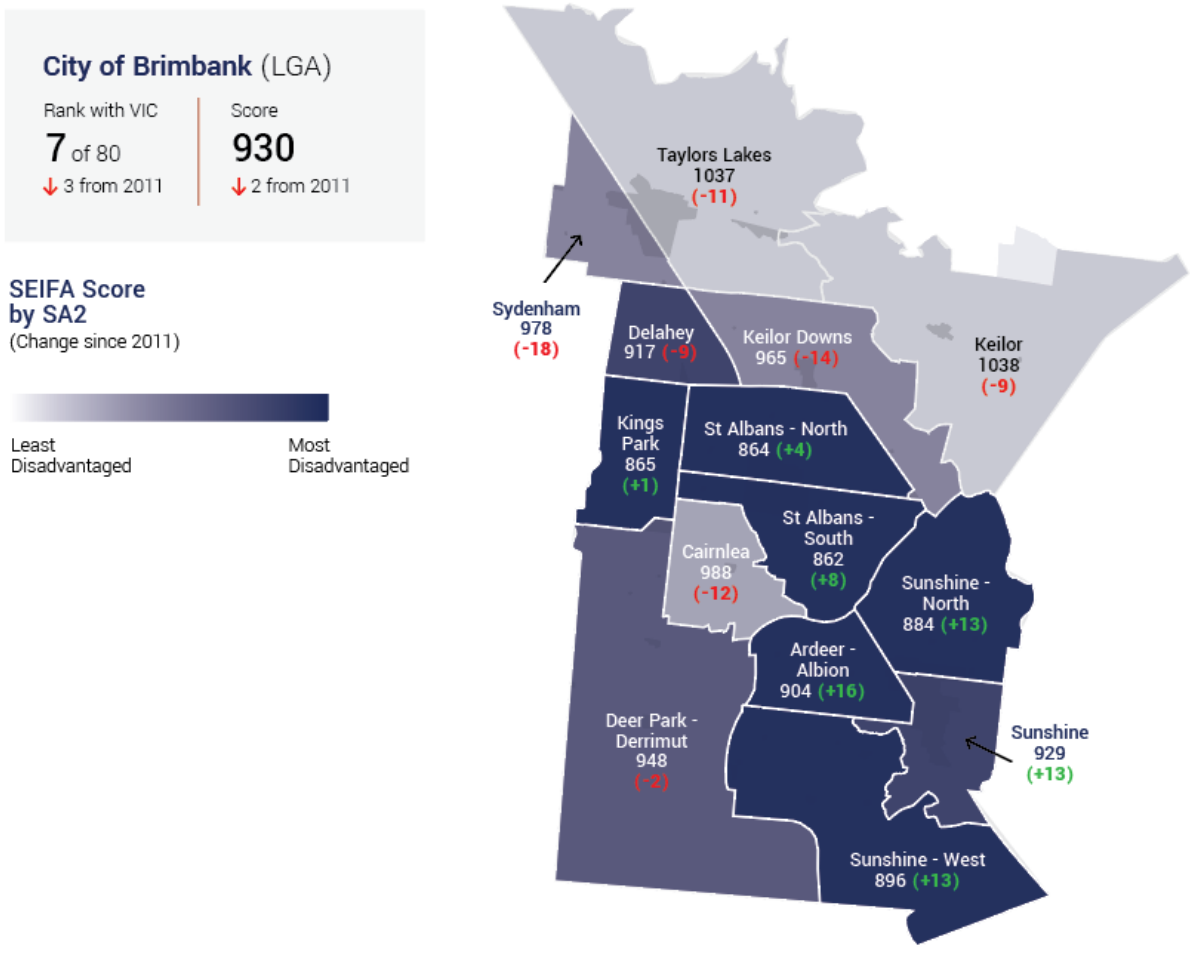
SOCIO ECONOMIC INDEX FOR AREAS (SEIFA)

The Socio-Economic Index for Areas (SEIFA) index measures the relative level of socio-economic disadvantage based on a range of Census characteristics. The index is derived from attributes that reflect disadvantage such as low income, low educational attainment, high unemployment, and jobs in relatively unskilled occupations. A higher score on the index means a lower level of disadvantage (or higher level of advantage). The national average index score is 1,000, with a score below 1,000 on the index indicating that area has a higher level of disadvantage relative to the national average.

Key observations in relation to SEIFA in Brimbank are as follows:

- In 2016, Brimbank recorded a SEIFA score of 930, which indicates a considerably higher level of disadvantage relative to the national average.
- Brimbank is the 7th most disadvantaged Local Government Area in Victoria, and the 2nd most disadvantaged in metropolitan Melbourne.
- Since 2011, the level of disadvantage improved in areas such as Sunshine, Ardeer, Albion and St Albans, but declined in areas such as Sydenham, Keilor Downs, Cairnlea and Taylors Lakes.

F15. SEIFA INDEX 2016 (AND CHANGE SINCE 2011)



Source: ABS Stat, Dataset - SEIFA 2011 to 2016 by Local Government Area (LGA)

HOUSEHOLD INCOME

The median weekly household income in Brimbank is $1,506, which is notably less than metropolitan Melbourne ($1,901). The income circumstances for Brimbank households indicate a lower spending and borrowing capacity for housing. This means that it is important for Brimbank to plan for an adequate provision of affordable housing and rental stock.

F16. WEEKLY MEDIAN HOUSEHOLD INCOME, BRIMBANK, 2021



Source: ABS Census, 2021.

OCCUPATIONS

Brimbank's labour force includes a broad mix of occupations due to the diverse education qualifications, skills and locational attributes (proximity to employment areas).

Brimbank's network of activity centres (e.g., Sunshine, St Albans, Watergardens) contain population and professional service related industries, and thus is a notable source of local employment (particularly for sales workers, professionals).

The municipality is proximate to inner metropolitan areas (e.g., CBD, Yarra) where there is a higher concentration of professional service industries. Brimbank is also located in between the Western and Northern State-Significant Industrial Precincts where there is an agglomeration of industrial-related uses that employ labourers, machinery operators and drivers.

The most common occupations held by employed residents are professionals (17%), technicians and trades workers (14%), clerical and administrative workers (13%) and labourers (13%).

Between 2016 and 2021, the growth in occupations was weighted towards:

- Professionals (+2,328 jobs);
- Community and personal service workers (+621 jobs) and
- Managers (+598 jobs).

T9. OCCUPATION TRENDS, BRIMBANK, 2016 TO 2021

Occupation	2021	%	Change (2016-21)	Change %
Professionals	13,915	16.8%	2,328	90.1%
Technicians and Trades Workers	11,306	13.7%	223	8.6%
Clerical and Administrative Workers	11,081	13.4%	92	3.6%
Labourers	11,033	13.3%	-792	-30.6%
Machinery Operators and Drivers	9,831	11.9%	420	16.2%
Community and Personal Service Workers	9,092	11.0%	621	24.0%
Managers	7,263	8.8%	598	23.1%
Sales Workers	7,105	8.6%	-910	-35.2%
Total	**82,647**	**100.0%**	**2,585**	**100.0%**

Source: ABS Census of Population and Housing, Counting Persons, Place of Usual Residence, 2021.

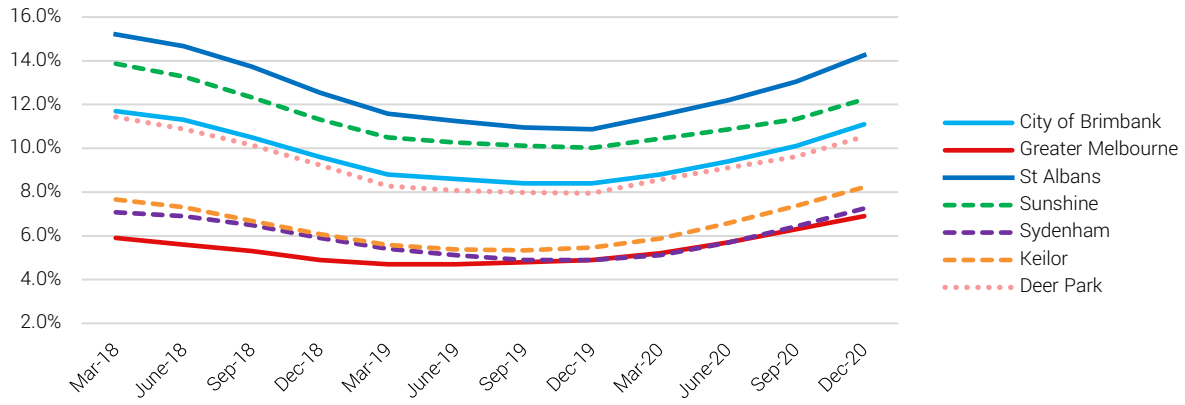
UNEMPLOYMENT RATE

Figure 17 shows the unemployment rate across Brimbank between March 2018 and December 2020. Key observations are as follows:

- Brimbank's unemployment rate was 11% in December 2020, considerably higher than the metropolitan Melbourne rate (7%).
- The highest rates of unemployment are in St Albans and Sunshine.
- There are significant differences between the relatively low levels of unemployment in the north sections of the municipality (Sydenham and Keilor) and high unemployment across most of the central and south of Brimbank.

Although recent unemployment rates are strongly influenced by the COVID-19 pandemic, the unemployment rate in Brimbank has been significantly higher than the metropolitan Melbourne average for several years, consistent with lower incomes and high levels of disadvantage.

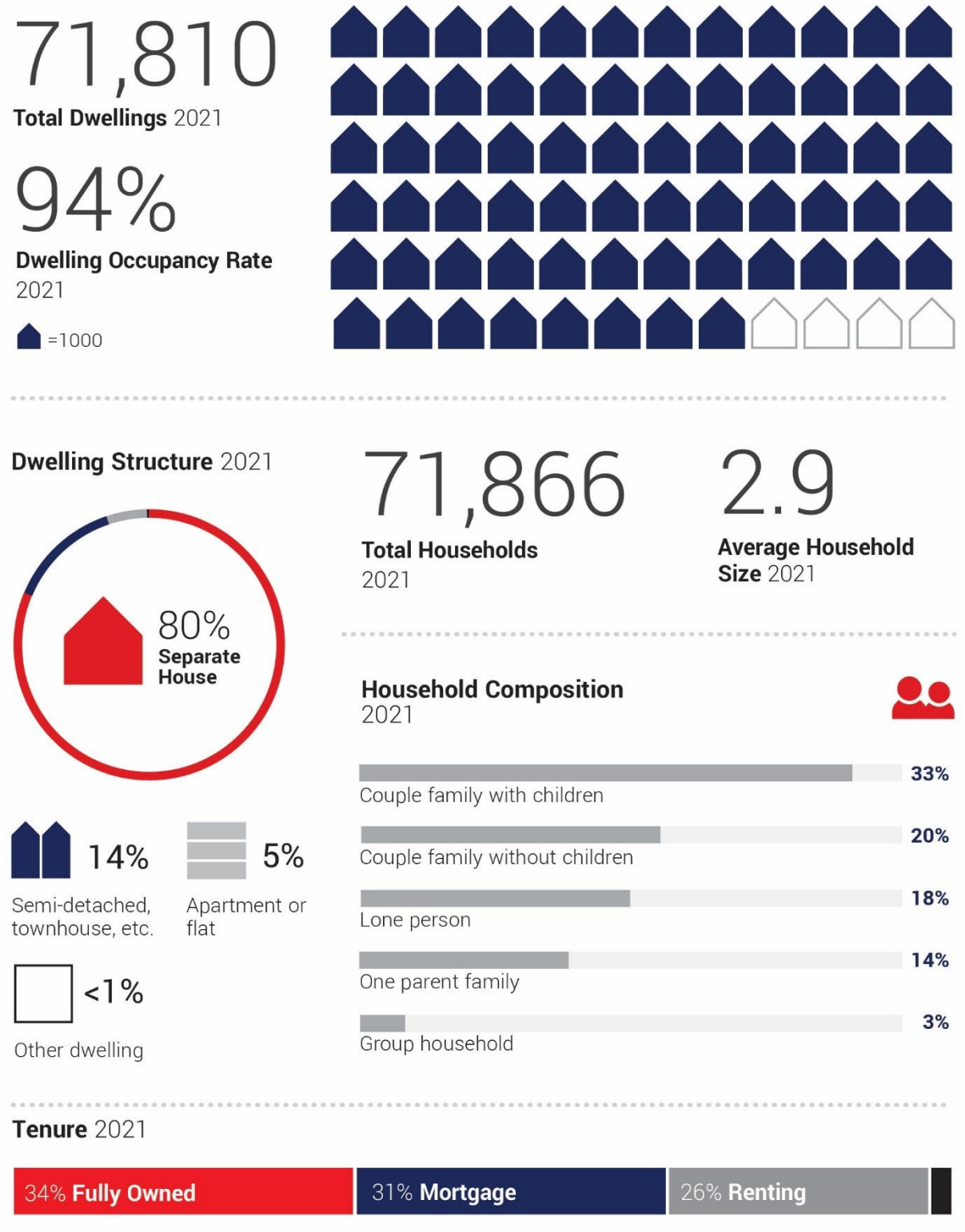
F17. UNEMPLOYMENT RATE, BRIMBANK, 2018 TO 2020



Source: SA2 Data Tables, Small Area Labour Markets (SALM) Report, December Quarter 2020

Source: Australian Bureau of Statistics, Labour force survey catalogue, and Department of Employment, Small Area Labour Markets, compiled and presented in economy.id

5.4. BRIMBANK HOUSING PROFILE



Source: ABS Census of Population and Housing 2021

5.4.1. HOUSING PROFILE TRENDS

DWELLING GROWTH TRENDS

Between 2011 and 2021, the number of dwellings in Brimbank increased by approximately 6,400. The most common dwelling typology is separate houses, making up 80% of housing stock, followed by semi-detached, row, terrace and townhouses (14%), and flats and apartments (5%).

Since 2011, there has been a slight change in the makeup of the housing stock in Brimbank, with the proportion of separate houses decreasing to 80% in 2021 after making up 86% of the housing supply in 2011. The proportion of flats/apartments/units decreased from 8% in 2011 to 5% in 2021 and the proportion of semi-detached/townhouses increased from 5% in 2011 to 14% in 2021.

Given the location in relatively close proximity to central Melbourne and the presence of public transport, a very low proportion of the housing stock in 2021 (5%) was comprised of apartments and units. This is a particular opportunity for investigation through the Strategy.

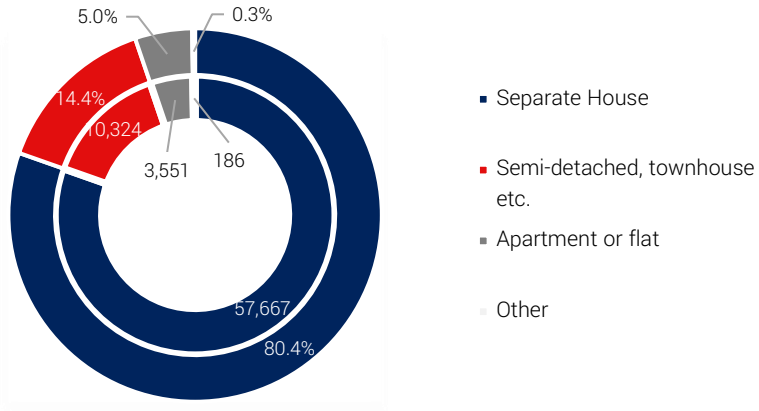
Dwelling approvals data is analysed later in this report, and provides more recent evidence of the location, scale and nature of dwelling growth in Brimbank.

T10. HISTORICAL DWELLING GROWTH, BRIMBANK, 2011 TO 2021

Indicator	2011	2021	Change (2011-21)	AAG	AAGR %
Total Dwellings	65,366	71,810	6,444	644	0.9%
Occupied Private Dwellings	61,582	67,522	5,940	594	0.9%
Unoccupied Private Dwellings	3,784	4,288	504	50	1.3%
Occupancy Rate	94%	94%			

Source: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2011 and 2021

F18. DWELLING STRUCTURE, BRIMBANK, 2021



Source: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2021

HOUSEHOLD SIZE AND COMPOSITION

The average household size in Brimbank is 2.9 people, higher than metropolitan Melbourne (2.6 persons) and reflecting the substantial proportion of family households (48%).

Another household type that experienced growth is adult couples. This household type makes up 20% of all households. Given the age profile of Brimbank, this is likely to be a mix of young workforce, retirees/pre-retirees and seniors.

The dwelling sizes (number of bedrooms) in Brimbank indicate the following:

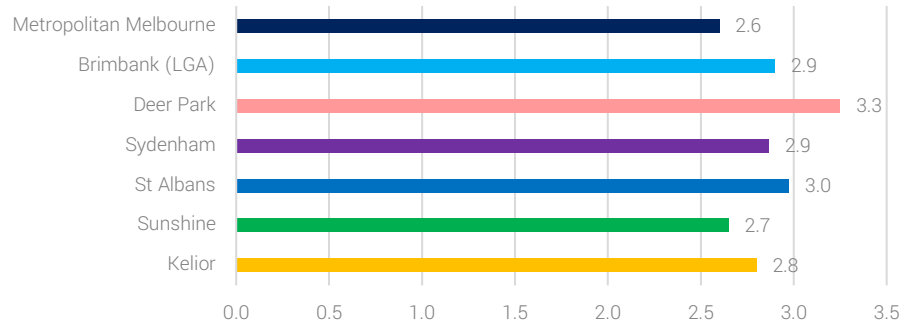
- A high proportion of 3 and 4-bedroom dwellings (56% and 26% respectively); and
- A low proportion of 1 and 2-bedroom dwellings (2% and 11% respectively).

T11. HOUSEHOLD COMPOSITION, BRIMBANK, 2006 TO 2016

Households by type	2011	2021	Change 2011 to 2021	
Couple family with children	23,653	23,428	-225	-1.0%
Couple family with no children	12,706	14,067	1,361	10.7%
Lone person household	10,511	13,077	2,566	24.4%
One parent family	9,011	9,848	837	9.3%
Other household	6,651	7,921	1,270	19.1%
Group household	1,789	2,348	559	31.2%
Other family	1,789	1,177	-612	-34.2%
Total households	**66,110**	**71,866**	**5,756**	**9%**

Source: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2011, 2021

F19. HOUSEHOLD SIZE, BRIMBANK, 2021



Source: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2021

T12. DWELLING SIZE (NO. OF BEDROOMS), BRIMBANK AND DISTRICTS, 2021

District	1 bedroom	2 bedrooms	3 bedrooms	4 bedrooms	5+ bedrooms
St Albans	17%	5%	2%	22%	54%
Sunshine	21%	8%	23%	17%	31%
Sydenham and Taylors Lakes	26%	1%	16%	30%	25%
Keilor	2%	36%	39%	0%	22%
Deer Park	5%	50%	24%	2%	19%
Brimbank	**2%**	**11%**	**56%**	**26%**	**5%**

Source: ABS Census - Counting Dwellings, no. of bedrooms, Place of Enumeration (MB), 2021.

TENURE

Key observations in relation to dwelling tenure information in Brimbank are as follows:

- There is a fairly even split between full ownership (34%), ownership with a mortgage (31%) and renting (26%).
- There was notable growth in rental tenure in Brimbank between 2016 and 2021, recording an increase of 10% (+1,611 dwellings) compared a 4.1% overall increase in occupied dwellings over the same period.

T13. TENURE, BRIMBANK, 2016 TO 2021

Tenure	2021		Change 2016 to 2021	
Fully Owned	23,223	34%	1,407	6%
Mortgage	21,216	31%	77	0%
Renting	17,227	26%	1,611	10%
Other Tenure Type	1,198	2%	244	26%
Not Stated	4,654	7%	-681	-13%
Total Households	**67,518**	**100%**	**2,658**	**4%**

Sources: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2016 and 2021.

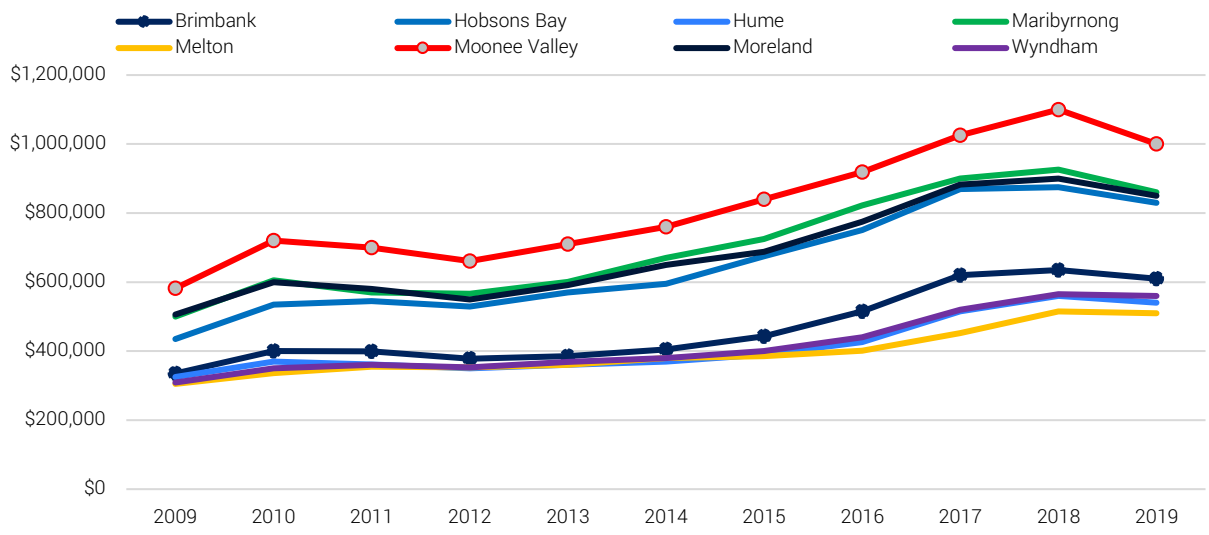
RESIDENT MIGRATION PATTERNS

Brimbank plays an important housing role in the context of western Melbourne. Similar to many other 'middle-ring' municipalities, house prices in Brimbank are more affordable when compared with adjoining inner municipalities (e.g. Moonee Valley, Maribyrnong and Hobsons Bay), but is less affordable when compared with nearby growth area municipalities (e.g. Melton, Hume and Wyndham). The differences in median house prices are illustrated in Figure 20.

Given the differences in house prices and location, Brimbank's housing market performs the following key roles:

- It is common for those currently renting or owning a smaller property in inner western municipalities of Moonee Valley, Maribyrnong and Hobsons Bay to seek to purchase their first or second home in Brimbank.
- Renters commonly use Brimbank as a 'stepping stone' to later purchase their first home in nearby growth area municipalities such as Melton, Wyndham and Hume.
- Many homeowners who have built up equity in Brimbank use housing in the municipality as a 'stepping stone' to purchase their second home in the adjoining inner western municipalities (e.g. Moonee Valley, Maribyrnong, Hobsons Bay).

F20. MEDIAN HOUSE PRICES, WESTERN MELBOURNE LGAS, 2009 TO 2019



Source: A Guide to Property Values, Valuer General, 2021.

Table 14 provides further evidence of the migration patterns of Brimbank residents. Between the 2011 and 2016 Census, the outflow of residents indicates that:

- 35% moved to Melton;
- 14% moved to Wyndham;
- 7% moved to Maribyrnong;
- 6% moved to Moonee Valley and 6% to Hume.

T14. DESTINATION LGAS FOR RESIDENTS LEAVING BRIMBANK, 2011 TO 2016

LGA	2016
Melton	35%
Wyndham	14%
Maribyrnong	7%
Moonee Valley	6%
Hume	6%
Moreland	3%
Whittlesea	3%
Hobsons Bay	3%

Source: ABS Census, 2016.

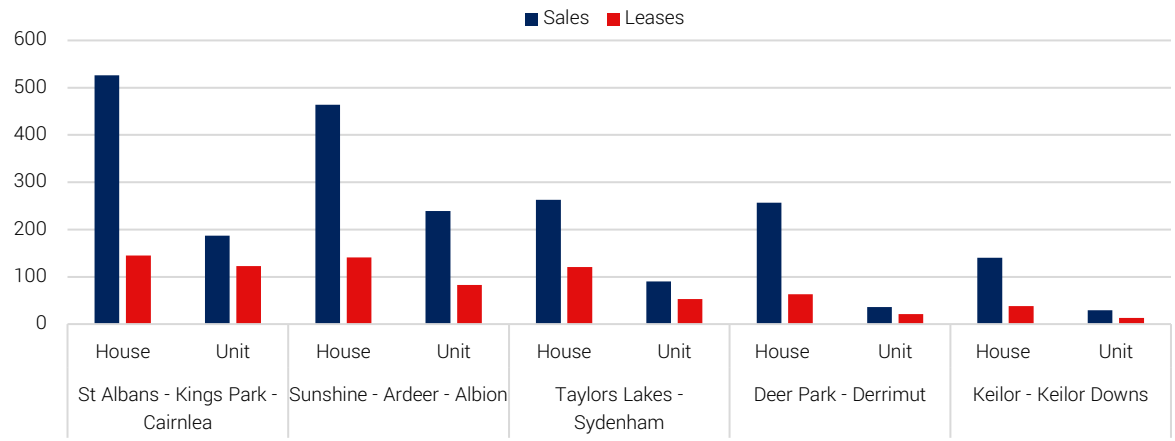
HOUSING STOCK TURNOVER

The turnover of housing stock (the frequency of sales of existing housing) in Brimbank varies at the district level. This is partly influenced by the overall number of dwellings in the district, but also demographic and housing characteristics. Figure 21 shows the volume of sale and lease transactions across each Brimbank district in the past 12 months. Key observations include the following:

- There was a higher volume of residential property transactions in the St Albans (714) and Sunshine (703) districts compared with Keilor (169), Deer Park (293) and Sydenham (353).
- There was a higher proportion of housing stock that was available to purchase in the southern and central districts of Sunshine (3.9%), St Albans (3.3%) and Deer Park (3.3%) compared with the northern districts of Sydenham (2.7%) and Keilor (2.1%).

The data presented in Figure 21 illustrates that the overall volume of transactions are much higher in St Albans and Sunshine. It also indicates that there is a higher proportion of housing stock that is made available to purchase compared with the northern districts. It is important to note that the transaction data was collected between August 2020 and 2021, and it is likely that the overall number of transactions was impacted by the COVID-19 pandemic.

F21. NUMBER OF SALES AND LEASES, AUG 2020 TO AUG 2021 (12 MONTHS)



Source: REIV, 2021.

5.4.2. HOUSING MARKET CHARACTERISTICS

Certain demographic and socio-economic characteristics influence the type of housing that is occupied. Table 15 summarises common demographic and household characteristics across the key dwelling types. The following observations are relevant:

- Separate houses make up 80% of housing stock in Brimbank and are occupied by all household types, age profiles and occupations. The most common are families, adult couples and one parent families.
- Semi-detached terrace/townhouses account for 14% of housing stock in Brimbank and are most commonly occupied by lone person households, group households, other families and one parent families.
- Semi-detached terrace/townhouses are most commonly occupied by younger to middle aged cohorts (20-49 years) and have a higher proportion of renters.
- Flats and apartments account for only 5% of housing stock in Brimbank, and are most commonly occupied by lone person households, group households, other families, one parent families and adult couples.
- Flats and apartments are most commonly occupied by younger cohorts (20-39 years) and middle aged and elderly (40+ years) and are primarily renting.

T15. SUMMARY OF HOUSING MARKET CHARACTERISTICS

Dwelling structure	Housing stock %	Household type	Age profile	Occupation	Tenure
Separate house	80%	88% Families 84% Adult couples 82% One parent families 70% Lone person 75% Group households	All age cohorts, ranging between 79%-89%	All occupations ranging between 81%-85%	38% mortgage 32% owned 22% renting
Semi-detached, row or terrace, townhouse	14%	20% Lone person 19% Group households 17% Other family 14% One parent families	17% 30 to 39 years 15% 20 to 29 years 14% 0 to 9 years 12% 40 to 49 years	All occupations ranging between 15%-12%	44% renting 30% mortgage 16% owned
Flat or apartment	5%	10% lone person 6% group households 5% other family 3% one parent family 3% adult couples	5% 30 to 39 years 4% 20 to 29 years 3% 40 years and over	All occupations ranging between 2%-4%	58% renting 17% mortgage 12% not stated. 11% owned

Source: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2021, derived and compiled by Urban Enterprise 2022

5.4.3. HOUSING PROPENSITY, MELBOURNE'S WEST

Table 16 shows the propensity of household types in Melbourne's West (SA4) to live in certain dwelling types. Key observations are as follows:

- Separate houses are the most commonly occupied for all household types, making up 77% of almost 250,000 dwellings.
- Families, one parent families and adult couples have the greatest propensity to live in separate houses.
- Group households, single person and adult couples have the greatest propensity to live in townhouses.
- Group and single person households have the greatest propensity to live in flats and apartments.

These propensities will influence the dwelling types that are needed to meet growth in different market segments in Brimbank. For example, apartments are generally (although not exclusively) less attractive to families and larger households, so a substantial increase in the capacity to develop apartments is not likely to align well with any projected increase in family households. This is analysed further in Section 8 (Housing Capacity).

T16. SUMMARY OF HOUSEHOLD TYPE BY DWELLING STRUCTURE, MELBOURNE WEST

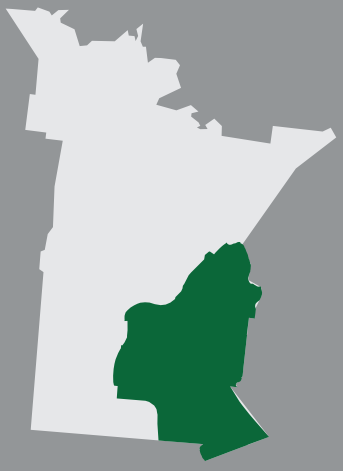
Household Type	Separate house		Semi-detached, row or terrace, townhouse		Flat, apartment		Other		Total
Couple Family	39,806	76.7%	8,807	17.0%	3,153	6.1%	130	0.3%	51,896
Family	82,354	85.5%	11,872	12.3%	1,980	2.1%	113	0.1%	96,319
One Parent Family	24,296	79.8%	4,886	16.0%	1,228	4.0%	41	0.1%	30,451
Other	11,424	68.7%	2,921	17.6%	1,972	11.9%	310	1.9%	16,627
Lone Person Household	28,217	62.7%	10,202	22.7%	6,209	13.8%	344	0.8%	44,972
Group Household	5,555	64.1%	1,881	21.7%	1,178	13.6%	54	0.6%	8,668
Total	**191,652**	**77.0%**	**40,569**	**16.3%**	**15,720**	**6.3%**	**992**	**0.4%**	**248,933**

Sources: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2016

5.4.4. HOUSING MARKET COMMENTARY, BRIMBANK

Consultation was undertaken with local real estate agents to obtain current insights into the housing market, including buyer and renter profiles across Brimbank. The following points are relevant:

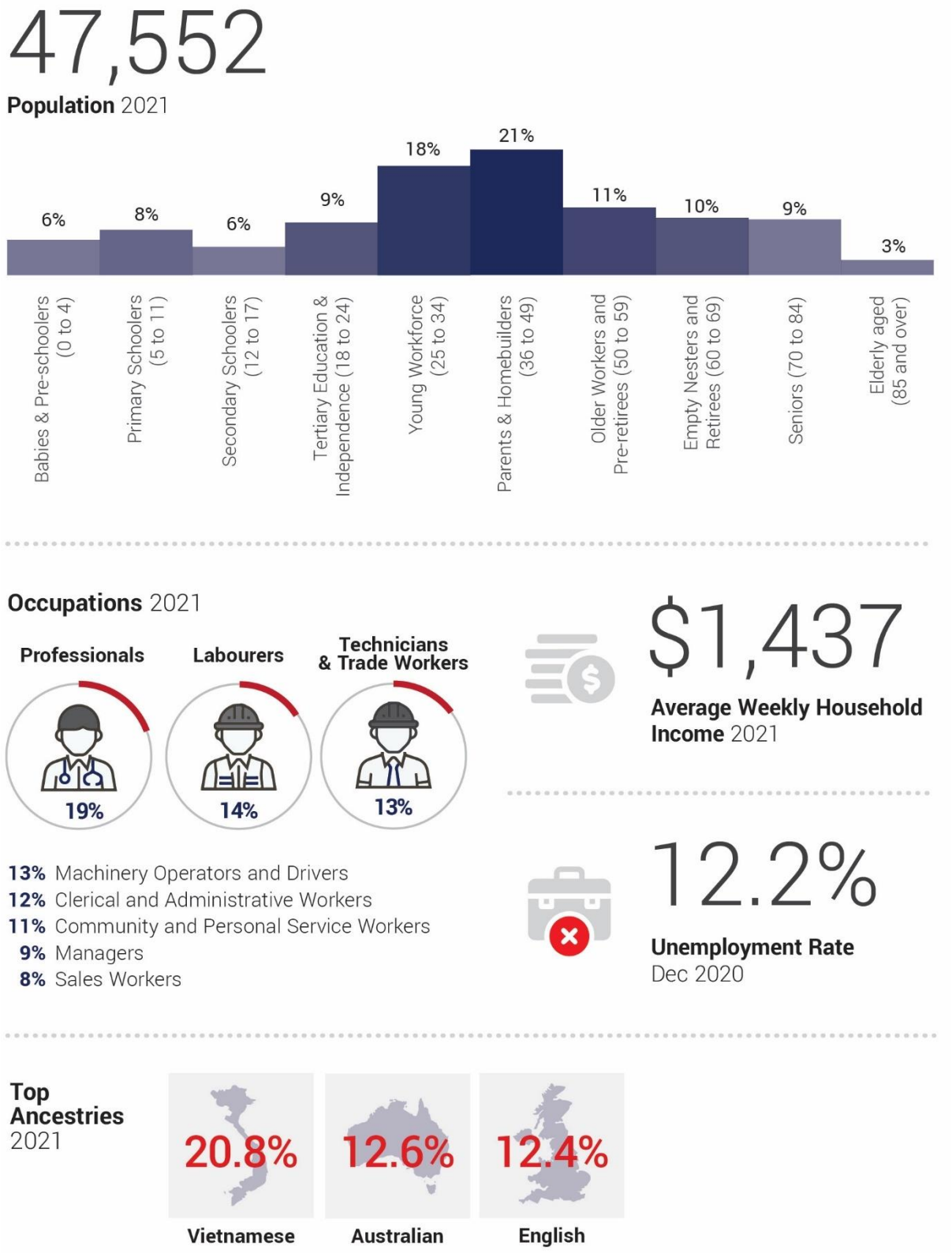
- The Brimbank housing market is driven by buyers and renters seeking separate houses. These dwellings are in the highest demand both historically and currently.
- Most commonly, buyers seeking separate houses in Brimbank are young and middle aged families and younger adult couples. Buyers primarily originate from within Brimbank and adjacent suburbs.
- Typically, young adult couples and young family first home buyers in Brimbank are either currently renting in Brimbank or the neighbouring municipalities of Maribyrnong and Moonee Valley. They are seeking to buy their first house in Brimbank due to greater affordability, housing characteristics and amenity.
- For families, buyers typically originate from within Brimbank, and they mostly consist of second and third home buyers who are looking for larger properties in more desirable locations and neighbourhoods.
- Overseas migrants are an important market segment within Brimbank. Typically, migrant couples and families rent in Brimbank as a steppingstone to later purchase a house in the growth areas in Wyndham and Melton.
- Demand for townhouses is weak compared with that for separate houses – townhouses are seen as a second choice for the majority of buyers in Brimbank. With the declining availability of new separate houses, the market for townhouses is starting to gain momentum, particularly for first home buyers and downsizers.
- Apartments make up a low proportion of housing stock in Brimbank. Apartments are typically bought by investors who rent to young singles, couples and students. Overall, there is limited demand for apartments in Brimbank. Agents expect that demand for apartments in the Activity Centres of Sunshine, St Albans and Sydenham (Watergardens) will grow over time, once infill development opportunities begin to exhaust and land values rise.



SUNSHINE

Sunshine;
Sunshine North;
Sunshine West;
Ardeer; and
Albion.

5.5. SUNSHINE DEMOGRAPHICS



Source: ABS Census of Population and Housing 2021, Profile Id 2021, City of Brimbank

5.5.1. DEMOGRAPHIC TRENDS

HISTORICAL POPULATION GROWTH

As of 2021, Sunshine's population was 47,552. The population experienced moderate growth between 2011 and 2021 at an average rate of 0.9% per annum.

Table 18 summarises the components of population change in Sunshine between 2017 and 2019. The main driver of population growth in Sunshine is overseas migration, with more than 2,500 residents arriving in Sunshine in that time.

T17. HISTORICAL POPULATION GROWTH, SUNSHINE, 2011 TO 2021

Area	2011	2021	Change 2011 to 2021		
			No.	%	AAGR
Sunshine - Ardeer - Albion	43,379	47,552	4,173	9.6%	0.9%
Brimbank (LGA)	182,727	194,618	11,891	6.5%	0.6%

Source: ABS Census of Population and Housing, Counting Persons, Place of Usual Residence, 2011 and 2021.

T18. COMPONENTS OF POPULATION GROWTH, SUNSHINE, 2017 TO 2019

Component of growth	Sunshine - Ardeer - Albion	Brimbank (LGA)
Total natural Increase	961	4,910
Net Internal Migration	-1,818	-9,434
Net Overseas Migration	2,521	9,789
Total change	**1,664**	**5,265**

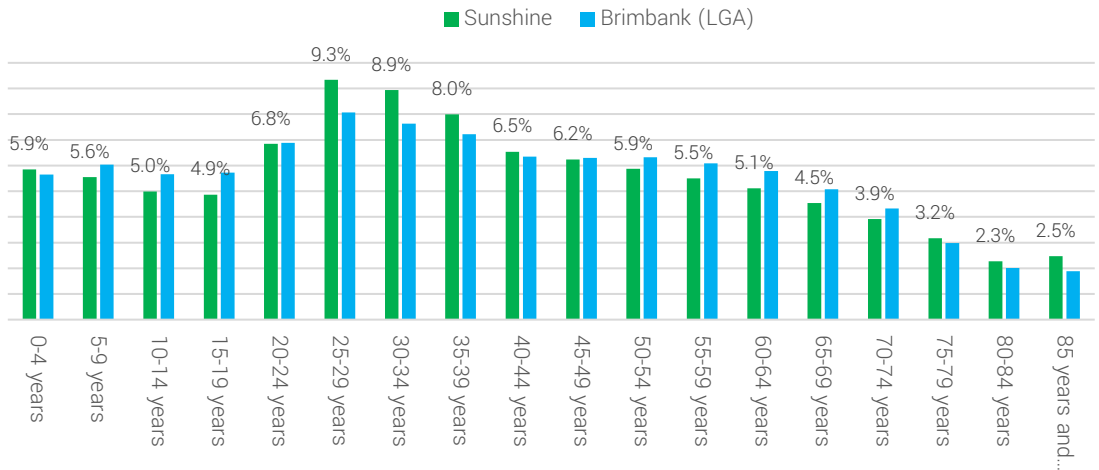
Source: ABS Stat Components of Growth, 2017 to 2019, Year (ending June 30)

AGE STRUCTURE

In Sunshine, there is a higher proportion of persons aged between 20 and 40 years, a lower proportion of persons aged between 45 and 70 years, but a higher proportion of senior and elderly cohorts.

This demonstrates that Sunshine includes more young adult couples, young families and seniors, elderly, but less middle-aged and older families.

F22. AGE STRUCTURE, SUNSHINE, 2021



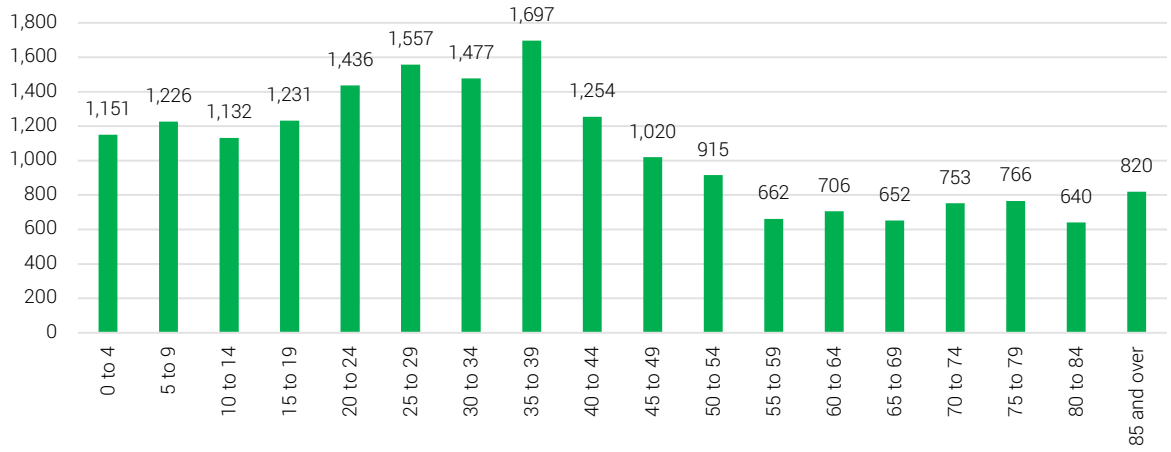
Source: ABS Census of Population and Housing, Counting Persons, Place of Usual Residence, 2021.

AGE FORECAST

Age profile forecasts for the Sunshine district are shown in Figure 23. Key observations are as follows:

- All age cohorts in Sunshine are projected to increase over the next 15 years, reflecting the strong population growth forecasts.
- The most notable increase is projected to occur across young workforce and young families.

F23. AGE STRUCTURE FORECAST BY COHORT, SUNSHINE, 2016 TO 2036



Source: Population and household forecasts, 2016 to 2041, prepared by .id (informed decisions), September 2017.

OCCUPATIONS

Similar to Brimbank, Sunshine includes a wide mix of occupations. The most common occupations held by Sunshine residents are:

- Professionals (19%)
- Labourers (14%)
- Technicians and trade workers (13%)
- Machinery Operators and Drivers (13%).

Professionals, managers and machinery operators and drivers experienced the highest jobs growth in Sunshine between 2016 and 2021.

T19. OCCUPATION TRENDS, SUNSHINE, 2016 TO 2021

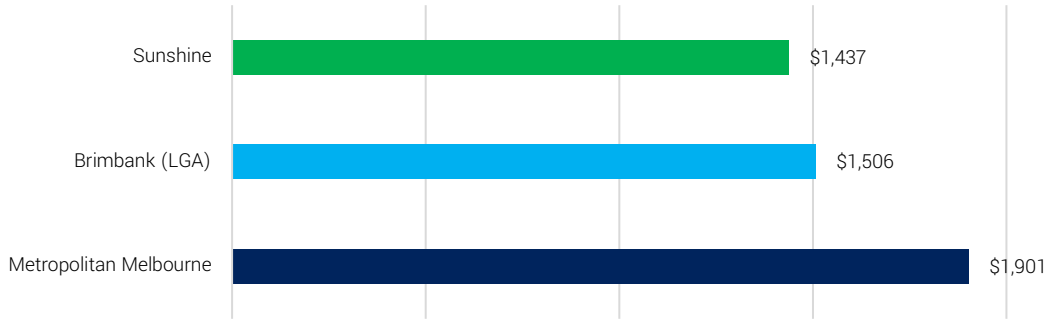
Occupation	2016	2021	% 2021	Change (2016-21)	Proportion of Change
Managers	1,334	1,699	8.6%	365	23.9%
Professionals	2,821	3,802	19.3%	981	64.2%
Technicians and Trades Workers	2,517	2,631	13.4%	114	7.5%
Community and Personal Service Workers	2,080	2,216	11.3%	136	8.9%
Clerical and Administrative Workers	2,295	2,451	12.4%	156	10.2%
Sales Workers	1,683	1,583	8.0%	-100	-6.5%
Machinery Operators and Drivers	2,266	2,470	12.5%	204	13.4%
Labourers	3,167	2,839	14.4%	-328	-21.5%
Total	**18,163**	**19,691**	**100.0%**	**1,528**	**100.0%**

Source: ABS Census of Population and Housing, Counting Persons, Place of Usual Residence, 2021.

HOUSEHOLD INCOME

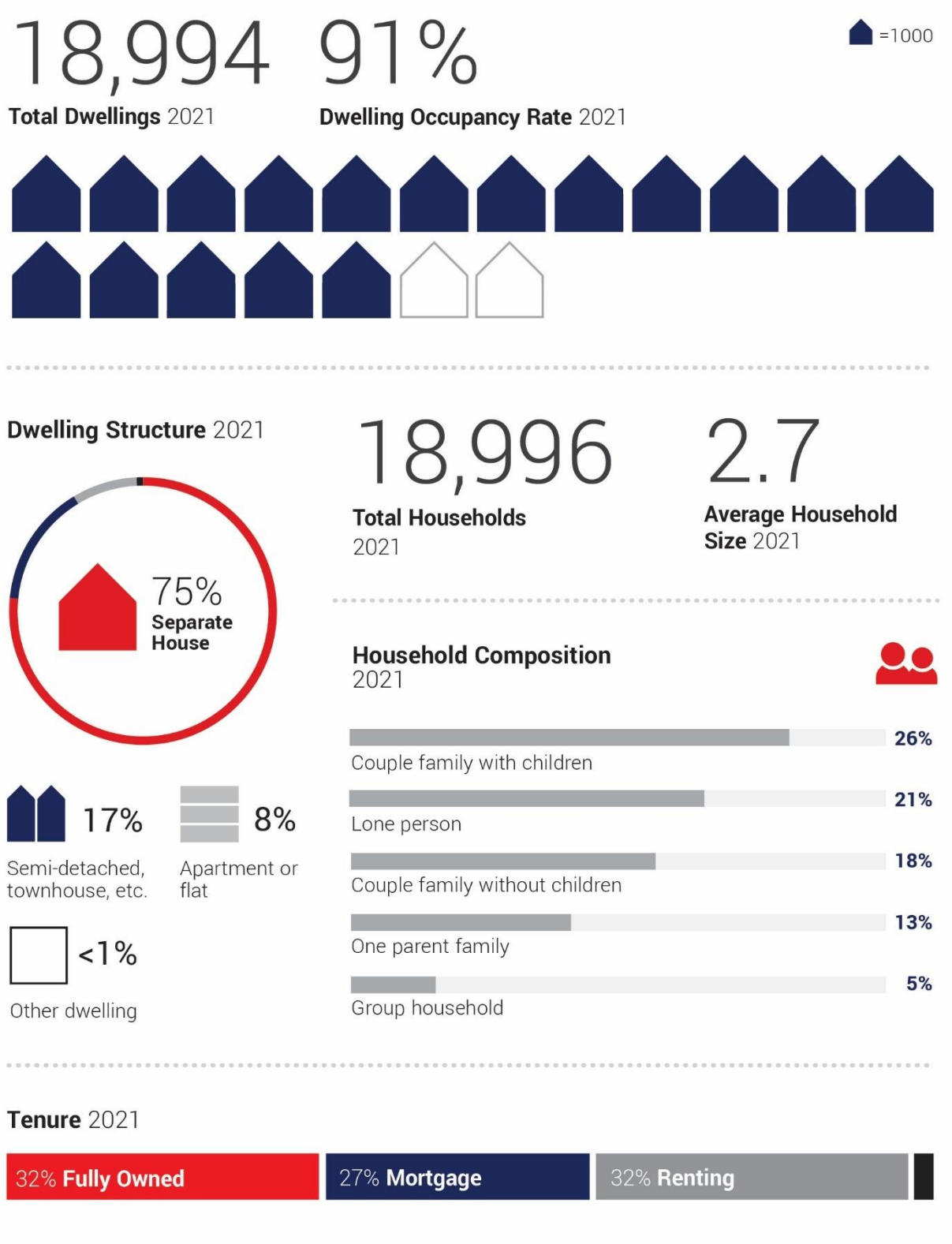
The median weekly household income in Sunshine is $1,437. This is slightly lower than the City of Brimbank, and considerably lower than metropolitan Melbourne.

F24. WEEKLY MEDIAN HOUSEHOLD INCOME, SUNSHINE, 2021



Source: ABS Census Quickstats, 2021

5.6. SUNSHINE HOUSING PROFILE



Source: ABS Census of Population and Housing 2021

5.6.1. HOUSING PROFILE TRENDS, SUNSHINE

The following key observations relate to Sunshine's housing profile:

- 75% of Sunshine's dwelling stock is made up of separate houses, followed by semi-detached, row, terrace and townhouses (17%), and flats/apartments (8%).
- Between 2011 and 2021 the number of dwellings in Sunshine increased by more than 2,400. Most new housing stock in that time was semi-detached, row, terrace and townhouses, adding approximately 2,100 new dwellings.
- The number of separate houses increased by more than 523 dwellings over the same period.
- Dwelling growth in Sunshine reflects that the availability of vacant broadhectare land and the opportunity to construct separate housing is practically exhausted.
- The average household size is 2.7 persons. 18% of households are adult couples, followed by couples with children (26%), lone persons (21%) and single parent families (13%).
- 71% of dwellings have 3 bedrooms or more.
- Almost one-third of households in Sunshine are owned outright, followed by rental tenure (32%) and owned with a mortgage (27%).

T20. DWELLING STRUCTURE, SUNSHINE, 2011 TO 2021

Dwelling type	2011	2021	% 2021	Change (2011-21) #	Change (2011-21) %
Separate house	13,669	14,192	74.8%	523	21.2%
Semi-detached, row or terrace house, townhouse	1,014	3,157	16.6%	2,143	87.0%
Flat or apartment	1,692	1,487	7.8%	-205	-8.3%
Other	119	102	0.5%	-17	-0.7%
Not stated	6	26	0.1%	20	0.8%
Total	**16,500**	**18,964**	**100.0%**	**2,464**	**100.0%**

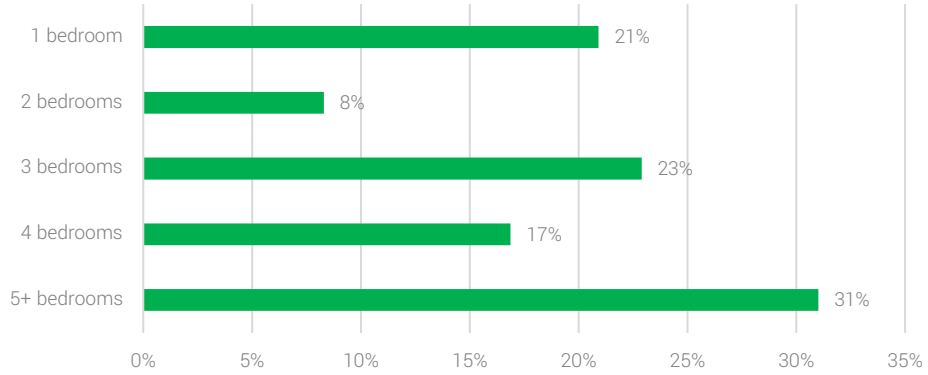
Source: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2011 and 2021

F25. HOUSEHOLD SIZE AND COMPOSITION, SUNSHINE, 2016 TO 2021

Indicator	2021	% 2021	Change 2016 to 2021		% of Growth
Average Household Size	2.7		-0.1		
Couples with children	5024	26%	1,234	33%	582%
Couples without children	3460	18%	-2,582	-43%	-1218%
One parent families	2516	13%	-536	-18%	-253%
Other families	366	2%	-183	-33%	-86%
Group household	929	5%	116	14%	55%
Lone person	4060	21%	443	12%	209%
Other not classifiable household	2641	14%	1,720	187%	811%
Total households	**18,996**	**100%**	**212**	**1%**	**100%**

Source: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2016 and 2021

F26. DWELLING SIZE (NO. OF BEDROOMS), SUNSHINE, 2021



Sources: ABS Census - Counting Dwellings, No. of Bedrooms, Place of Enumeration (MB), 2021

T21. TENURE, SUNSHINE, 2016 TO 2021

Tenure	2016	2021	% 2021	Change 2016 to 2021	
Fully Owned	5,477	5,603	32%	126	2%
Mortgage	4,457	4,705	27%	248	6%
Renting	4,955	5,469	32%	514	10%
Other Tenure Type	244	300	2%	56	23%
Not Stated	1,574	1,282	7%	-292	-19%
Total Households	**16,707**	**17,359**	**100%**	**652**	**4%**

Sources: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2016 and 2021

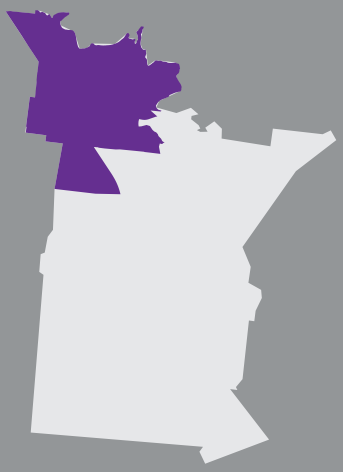
5.6.2. DEMOGRAPHIC AND HOUSING PROFILE SUMMARY, SUNSHINE

Sunshine's demographic and housing profile summary:

- Sunshine is Brimbank's second most populous district behind St Albans.
- Sunshine has experienced consistently strong population growth.
- There is a younger age profile in Sunshine compared with Brimbank, with a higher proportion of young workforce and young families. These cohorts are projected to grow further over the next 15-20 years.
- A highly multi-cultural population. Almost one-quarter of Sunshine residents have Vietnamese ethnicity.
- The unemployment rate is higher than the municipal average, and the median household income is lower.
- Most housing stock is made up of large separate houses (3+ bedrooms).
- Almost one-third of residents are renting.

Implications

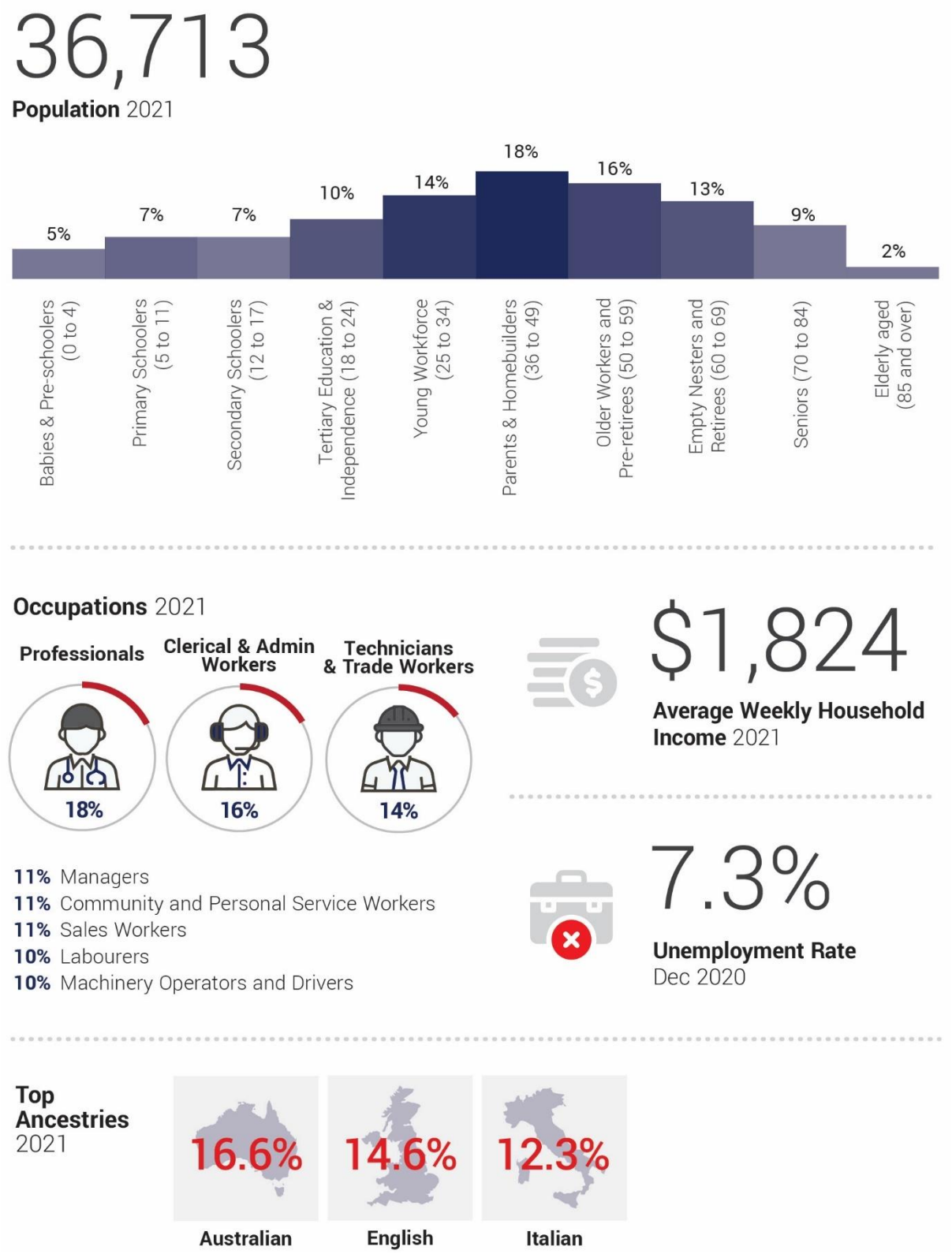
- **A need to ensure development and new housing keeps pace with population growth.**
- **A need to provide affordable housing and rental stock for the younger cohorts who are projected to increase further over time (young workforce, young families).**
- **A need to provide suitable and affordable housing for students.**
- **A reliance on overseas migration, and thus the housing market is more exposed to international border closures. This has the potential to soften housing demand in the short term, especially for rental properties.**



SYDENHAM & TAYLORS LAKES

Sydenham;
Taylors Lakes; and
Delahey.

5.7. SYDENHAM AND TAYLORS LAKES DEMOGRAPHICS



Source: ABS Census of Population and Housing 2021, Profile Id 2021 – City of Brimbank

5.7.1. DEMOGRAPHIC PROFILE AND TRENDS

HISTORICAL POPULATION GROWTH

As of 2021, Sydenham's population was 36,713. The population experienced a decline of around 1,200 residents over the past 10 years.

The components of population change between 2017 and 2019 is summarised in Table 23. Recent growth has largely been driven by natural increase. Migration inflows and outflows were comparable, but the district experienced a net loss of migrants in the order of 100 residents.

T22. HISTORICAL POPULATION GROWTH, SYDENHAM AND TAYLORS LAKES, 2011 TO 2021

Area	2011	2021	Change 2011 to 2021		
			No.	%	AAGR
Taylors Lakes - Sydenham	37,910	36,713	-1,197	-3.2%	-0.3%
City of Brimbank (LGA)	182,727	194,618	11,891	6.5%	0.6%

Source: ABS Census of Population and Housing, Counting Persons, Place of Usual Residence, 2011 and 2021.

T23. COMPONENTS OF POPULATION GROWTH, SYDENHAM AND TAYLORS LAKES, 2017 TO 2019

Component of growth	Taylors Lakes and Sydenham	City of Brimbank
Total Natural Increase	1,563	4,910
Net Internal Migration	-2,539	-9,434
Net Overseas Migration	2,442	9,789
Total Growth	**1,466**	**5,265**

Source: ABS Stat Components of Growth, 2017 to 2019, Year (ending June 30)

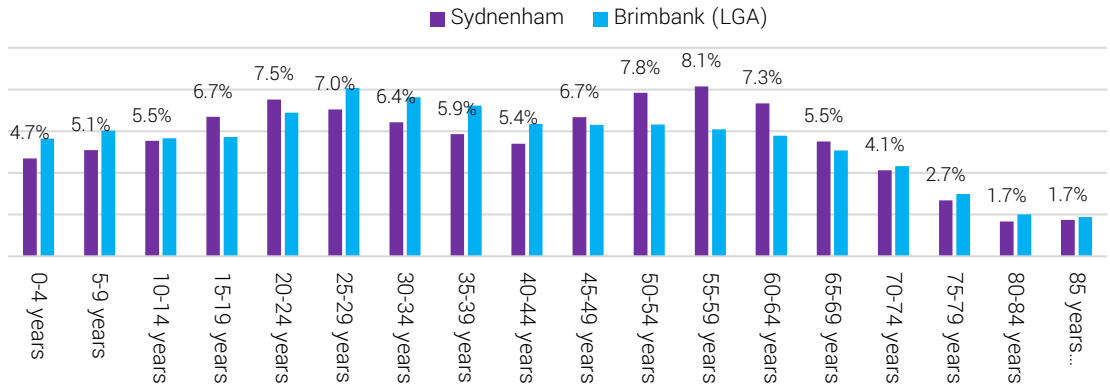
AGE STRUCTURE

In the Sydenham and Taylors Lakes district there is:

- A higher proportion of middle aged cohorts and pre-retirees (45 to 65 years), adolescents and tertiary students (15 to 25 years).
- A lower proportion of young children (0-10 years) and young workforce (25 to 44 years).

This indicates that there is a higher proportion of middle aged and older families with older children, and a lower proportion of young families and adult couples.

F27. AGE STRUCTURE, SYDENHAM AND TAYLORS LAKES, 2021



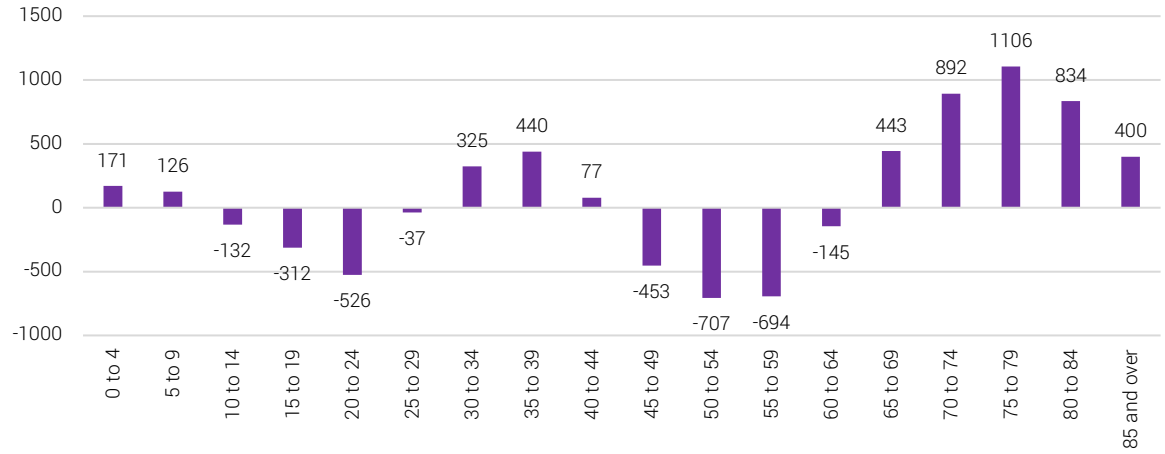
Source: ABS Census of Population and Housing, Counting Persons, Place of Usual Residence, 2021.

AGE FORECAST

Age profile forecasts for Sydenham and Taylors Lakes are shown in Figure 28. Key observations are as follows:

- The resident population in Sydenham and Taylors Lakes is projected to get older over the next 15 years.
- The number of persons aged over 65 years is forecast to increase, with the most notable rise in persons aged between 70-85 years.
- Primary school, adolescents and tertiary aged cohorts are projected to decline.
- Residents aged 30-45 years are projected to increase, along with babies and young children, meaning that there will be a minor replenishment of young families in the district.

F28. AGE STRUCTURE FORECAST BY COHORT, SYDENHAM AND TAYLORS LAKES, 2016 TO 2036



Source: Population and household forecasts, 2016 to 2041, prepared by .id (informed decisions), September 2017.

OCCUPATIONS

The most common occupation held by employed residents in Sydenham and Taylors Lakes include professionals (18%), clerical and administrative workers (16%), technicians and trade workers (14%) and managers (11%). There is also a higher proportion of managers (11%) in this district compared with Brimbank (9%).

T24. OCCUPATION TRENDS, SYDENHAM AND TAYLORS LAKES, 2016 TO 2021

Occupation	2016	2021	% 2021	Change (2016-21)	Proportion of Change
Managers	1,944	1,955	11.0%	11	-8.0%
Professionals	2,815	3,179	17.9%	364	-263.8%
Technicians and Trades Workers	2,534	2,505	14.1%	-29	21.0%
Community and Personal Service Workers	1,814	1,892	10.6%	78	-56.5%
Clerical and Administrative Workers	2,966	2,849	16.0%	-117	84.8%
Sales Workers	2,180	1,874	10.5%	-306	221.7%
Machinery Operators and Drivers	1,721	1,705	9.6%	-16	11.6%
Labourers	1,971	1,848	10.4%	-123	89.1%
Total	**17,945**	**17,807**	**100.0%**	**-138**	**100.0%**

Source: ABS Census of Population and Housing, Counting Persons, Place of Usual Residence, 2016 and 2021.

HOUSEHOLD INCOME

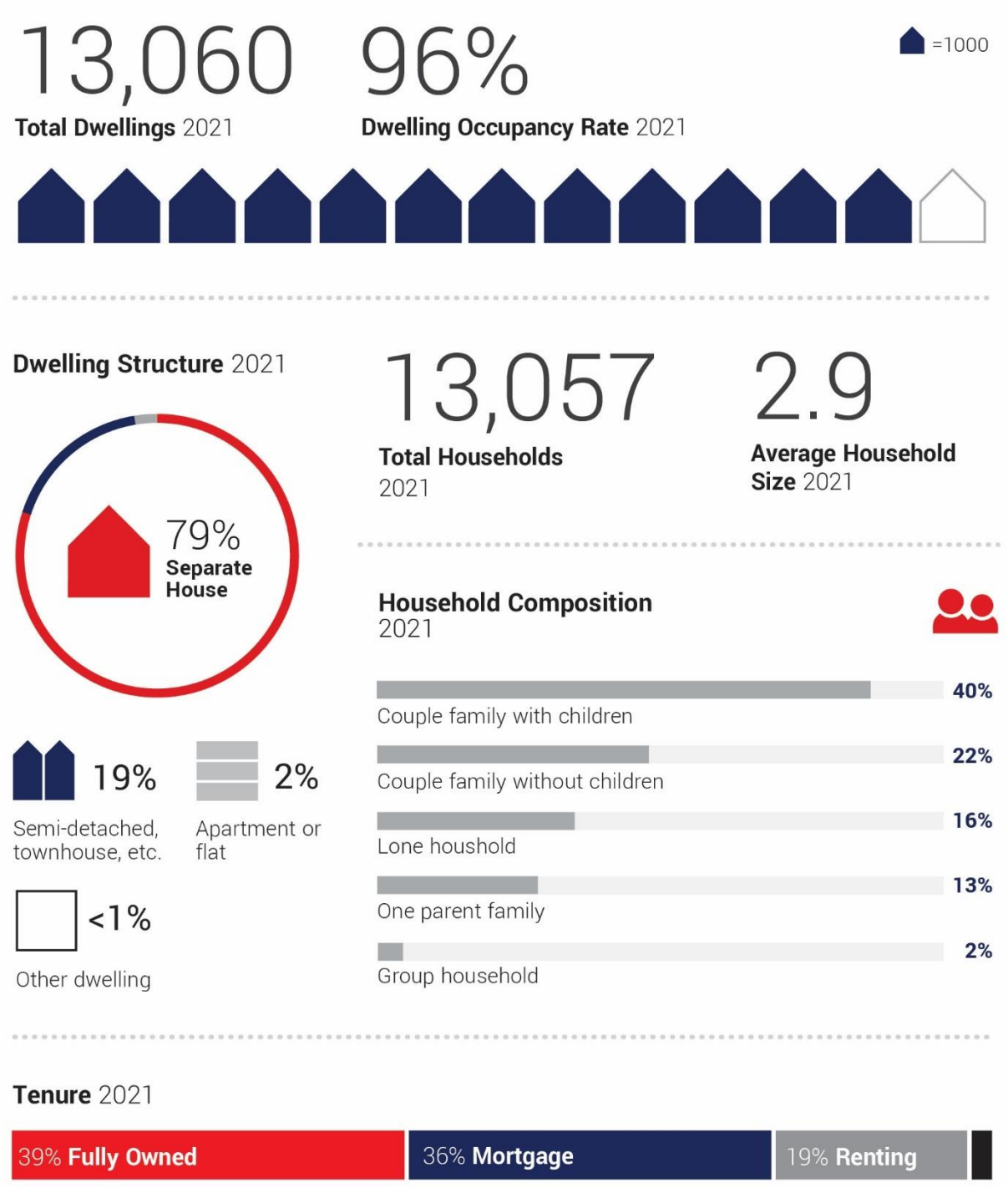
The median weekly household income in Sydenham and Taylors Lakes is slightly lower than metropolitan Melbourne but much higher compared with Brimbank. This indicates that this district has a higher spending and borrowing capacity compared with other areas of Brimbank.

F29. WEEKLY MEDIAN HOUSEHOLD INCOME, SYDENHAM AND TAYLORS LAKES, 2021



Source: ABS Census Quickstats, 2021.

5.8. SYDENHAM AND TAYLORS LAKES HOUSING PROFILE



Source: ABS Census of Population and Housing 2021

5.8.1. HOUSING PROFILE TRENDS

The following key observations relate to Sydenham and Taylors Lakes housing profile:

- 79% of dwelling stock is made up of separate houses, followed by semi-detached, row, terrace and townhouses (19%), and flats/apartments (2%).
- Between 2011 and 2021 the number of dwellings increased by more than 454. The majority of new housing stock in that time was semi-detached, row, terrace and townhouses, adding 1,904 dwellings.
- The average household size is 2.9 persons. 40% of households are couples with children, followed by couples without children (22%), single parent families (13%) and singles (16%).
- 44% of dwellings have 3 bedrooms or more.
- 39% of dwellings are owned outright, followed by households with a mortgage (36%) and renting (19%).

T25. DWELLING STRUCTURE, SYDENHAM AND TAYLORS LAKES, 2011 TO 2021

Dwelling Type	2011	2021	% 2021	Change (2011-21) #	Change (2011-21) %
Separate house	10,878	10,242	78.6%	-636	-140.1%
Semi-detached, row or terrace house, townhouse	609	2,513	19.3%	1,904	419.4%
Flat or apartment	1,092	269	2.1%	-823	-181.3%
Other	-	3	0.0%	3	0.7%
Not stated	-	6	0.0%	6	1.3%
Total	**12,579**	**13,033**	**100%**	**454**	**100%**

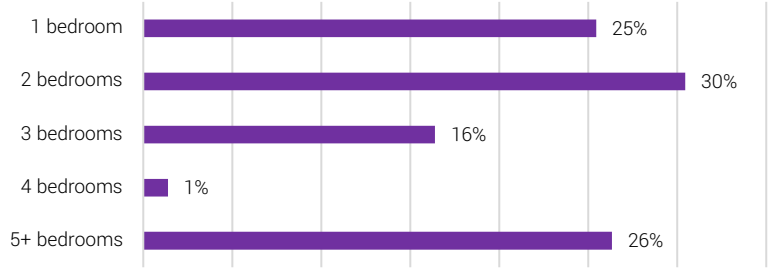
Source: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2011 and 2021

F30. HOUSEHOLD SIZE AND COMPOSITION, SYDENHAM AND TAYLORS LAKES, 2016 TO 2021

Indicator	2021	% 2021	Change 2016 to 2021		% of Growth
Ave Household size	2.9		-0.1		
Couples with children	5180	40%	2,532	96%	-861%
Couples without children	2862	22%	-3,404	-54%	1158%
One parent families	1633	13%	-219	-12%	74%
Other families	134	1%	-63	-32%	21%
Group household	223	2%	35	19%	-12%
Lone person	2080	16%	353	20%	-120%
Other not classifiable household	945	7%	472	100%	-161%
Total households	**13,057**	**100%**	**-294**	**-2%**	**100%**

Source: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2016 and 2021

F31. DWELLING SIZE (NO. OF BEDROOMS), SYDENHAM AND TAYLORS LAKES, 2021



Sources: ABS Census - Counting Dwellings, No. of Bedrooms, Place of Enumeration (MB), 2021

T26. TENURE, SYDENHAM AND TAYLORS LAKES, 2016 TO 2021

Tenure	2016	2021	% 2021	Change 2016 to 2021	
Fully Owned	4,248	4,839	39%	591	14%
Mortgage	4,754	4,522	36%	-232	-5%
Renting	2,218	2,366	19%	148	7%
Other Tenure Type	172	209	2%	37	22%
Not Stated	765	610	5%	-155	-20%
Total Households	**12,157**	**12,546**	**100%**	**389**	**3%**

Sources: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2016 and 2021

5.8.2. DEMOGRAPHIC AND HOUSING PROFILE SUMMARY, SYDENHAM AND TAYLORS LAKES

Sydenham and Taylors Lakes demographic and housing profile summary:

- There is an older age profile compared with Brimbank, with a higher proportion of middle aged/older families and older workforce/retirees.
- Pre-retirees, retirees and seniors are projected to increase over the next 15-20 years.
- A lower unemployment rate and a higher proportion of 'white collar' workers.
- Higher weekly household incomes.
- The overwhelming majority of housing stock is larger, homogenous separate houses in the NRZ.

Implications

- **The need to diversify housing stock to accommodate for the projected decrease in household sizes and ageing population (e.g., homes for downsizers, aged care).**
- **Opportunity to intensify development in and around the Watergardens town centre to provide more affordable dwellings (e.g., townhouses, apartments and rental options).**



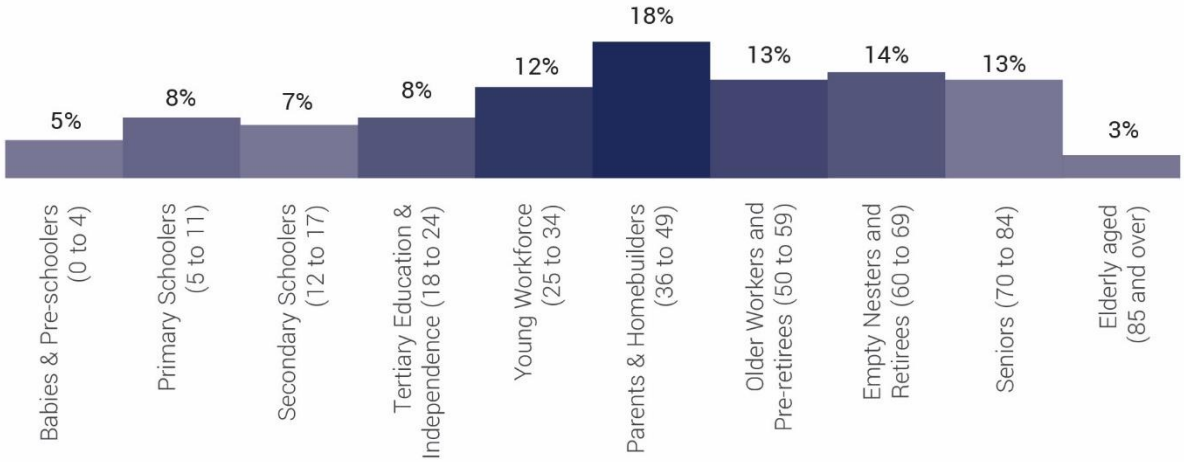
KEILOR

Keilor; and
Keilor Downs.

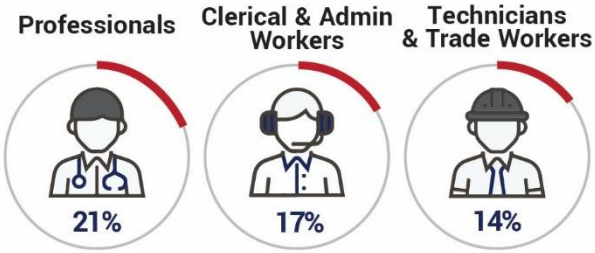
5.9. KEILOR DEMOGRAPHICS

21,630

Population 2021



Occupations 2021



13% Managers
10% Sales Workers
10% Community and Personal Service Workers
9% Labourers
7% Machinery Operators and Drivers

$1,687

Average Weekly Household Income 2021

8.2%

Unemployment Rate
Dec 2020

Top Ancestries 2021



Source: ABS Census of Population and Housing 2021, Profile Id 2021 – City of Brimbank

5.9.1. DEMOGRAPHIC TRENDS

HISTORICAL POPULATION GROWTH

As at 2021, Keilor district's population was close to 22,000. The population experienced a slight decline over the past 10 years, decreasing by 150 residents.

Components of population change between 2017 and 2019 shows that the key driver behind the population loss is internal migration. Overseas migration and natural increase both grew over that period, but not enough to offset the overall outflow of residents.

T27. HISTORICAL POPULATION GROWTH, KEILOR, 2011 TO 2021

Area	2011	2021	Change 2011 to 2021		
			No.	%	AAGR %
Keilor - Keilor Downs	21,780	21,630	-150	-0.7%	-0.1%
City of Brimbank (LGA)	182,727	194,618	11,891	6.5%	0.6%

Source: ABS Census of Population and Housing, Counting Persons, Place of Usual Residence, 2011 and 2021.

T28. COMPONENTS OF POPULATION GROWTH, KEILOR, 2017 TO 2019

Item	Keilor - Keilor Downs	City of Brimbank (LGA)
Total Natural Increase	407	4,910
Net Internal Migration	-1,115	-9,434
Net Overseas Migration	574	9,789
Total Change	**-134**	**5,265**

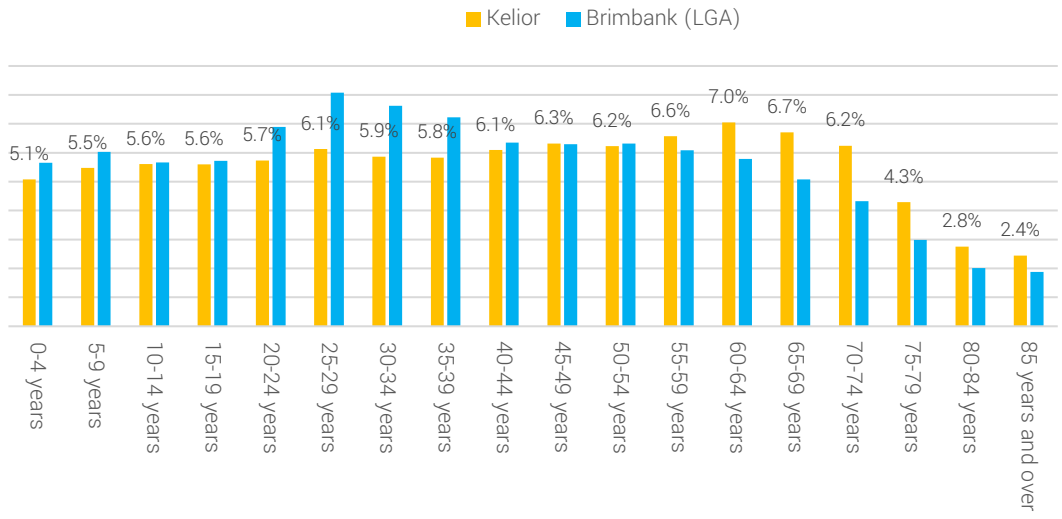
Source: ABS Stat Components of Growth, 2017 to 2019, Year (ending June 30)

AGE STRUCTURE

In the Keilor district there is:

- An older age profile, with a higher proportion of pre-retirees, retirees, seniors and elderly.
- A lower proportion of young children, tertiary students, young workforce and middle aged persons.

F32. AGE STRUCTURE, KEILOR, 2021



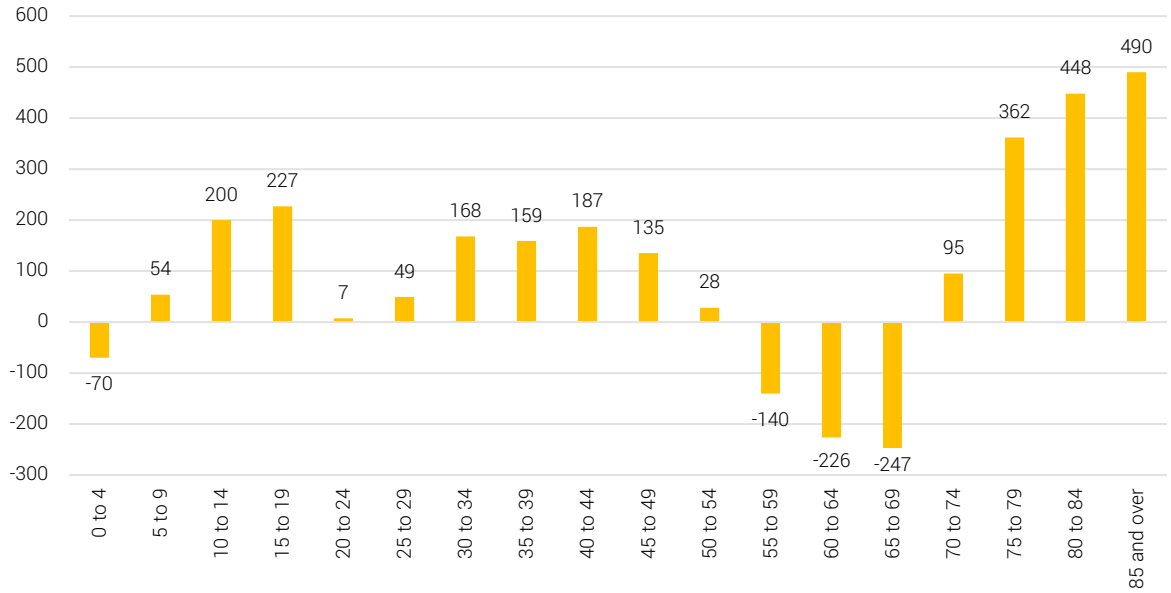
Source: ABS Census of Population and Housing, Counting Persons, Place of Usual Residence, 2021.

AGE FORECAST

Age profile forecasts for Keilor are shown in Figure 33. Key observations are as follows:

- The resident population in Keilor is projected to age further over the next 15 years.
- The number of persons aged over 70 years is forecast to increase, with the most notable rise in persons aged 75+ years.
- The number of residents aged between 25-55 years is projected to increase, along with adolescents, meaning that there the number of middle-aged and older families will increase.

F33. AGE STRUCTURE FORECAST BY COHORT, KEILOR, 2016 TO 2036



Source: Population and household forecasts, 2016 to 2041, prepared by .id (informed decisions), September 2017.

OCCUPATIONS

The most common occupations held by employed residents in Keilor include professionals (21%), clerical and administrative workers (17%), technicians and trade workers (14%) and managers (13%).

Keilor has a higher proportion of professionals and managers compared with Brimbank.

T29. OCCUPATION TRENDS, KEILOR, 2016 TO 2021

Occupation	2016	2021	% 2021	Change (2016-21)	Change (2016-21)
Managers	1,131	1,225	12.9%	94	-91.3%
Professionals	1,764	1,953	20.5%	189	-183.5%
Technicians and Trades Workers	1,418	1,374	14.4%	-44	42.7%
Community and Personal Service Workers	921	910	9.6%	-11	10.7%
Clerical and Administrative Workers	1,605	1,601	16.8%	-4	3.9%
Sales Workers	1,095	940	9.9%	-155	150.5%
Machinery Operators and Drivers	777	689	7.2%	-88	85.4%
Labourers	909	825	8.7%	-84	81.6%
Total	**9,620**	**9,517**	**100%**	**-103**	**100%**

Source: ABS Census of Population and Housing, Counting Persons, Place of Usual Residence, 2021

HOUSEHOLD INCOME

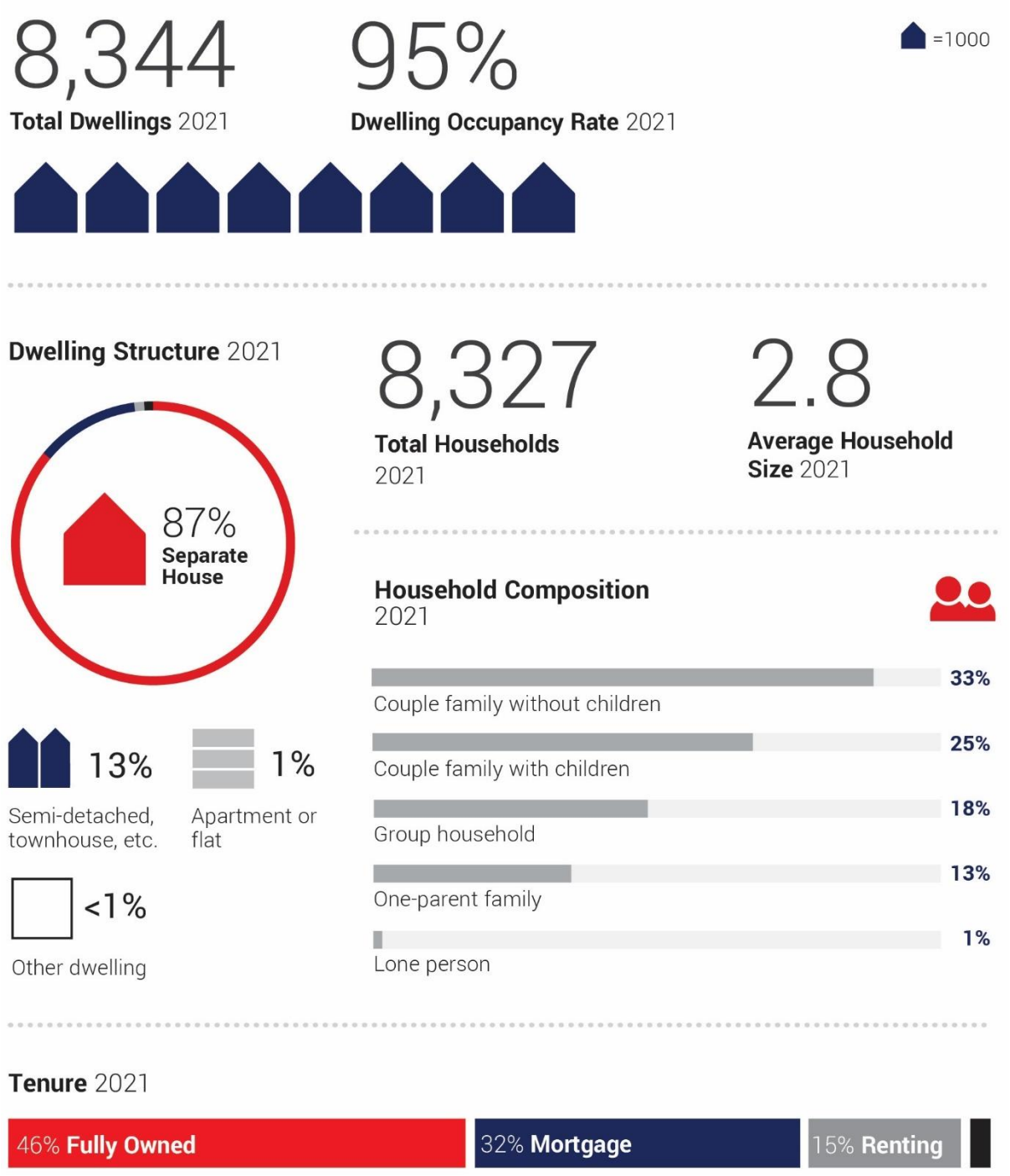
The median weekly household income in Keilor is $1,687, which is slightly less than metropolitan Melbourne, but higher compared with Brimbank.

F34. WEEKLY MEDIAN HOUSEHOLD INCOME, KEILOR, 2021



Source: ABS Census Quickstats, 2021

5.10. KEILOR HOUSING PROFILE



Source: ABS Census of Population and Housing 2021

5.10.1. HOUSING PROFILE TRENDS, KEILOR

The following key observations relate to Keilor's housing profile:

- 87% of dwelling stock is made up of separate houses, followed by semi-detached, row, terrace and townhouses (13%), and flats/apartments (1%).
- Between 2011 and 2021 the number of dwellings increased by approximately 361. The majority of new housing stock in that time was semi-detached, row, terrace and townhouses, adding 587 dwellings.
- The average household size is 2.8 persons. 33% of households are adult couples, followed by couples with children (25%), single parent families (13%) and singles (1%).
- 78% of dwellings have 3 bedrooms or more.
- 45% of dwellings are owned outright, followed by owned with a mortgage (32%) and renting (15%).

T30. DWELLING STRUCTURE, KEILOR, 2011 TO 2021

Dwelling type	2011	2021	% 2021	Change (2011-21) #	Change (2011-16) %
Separate house	7,263	7,221	86.8%	-42	-11.6%
Semi-detached, row or terrace house, townhouse	451	1,038	12.5%	587	162.6%
Flat or apartment	237	54	0.6%	-183	-50.7%
Other	8	-	0.0%	-8	-2.2%
Not stated	-	7	0.1%	7	1.9%
Total	**7,959**	**8,320**	**100.0%**	**361**	**100.0%**

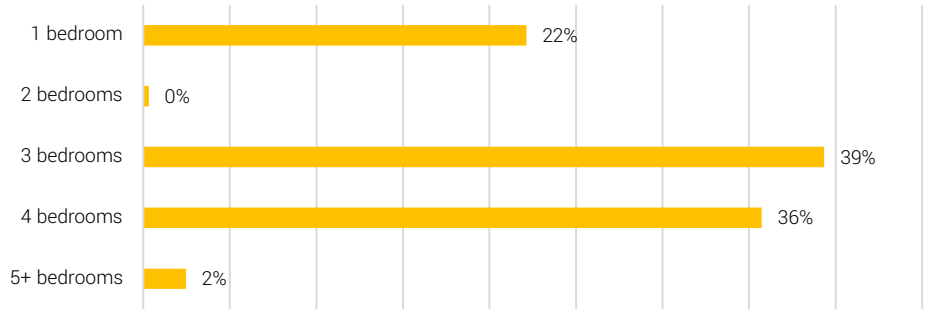
Source: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2011 and 2021

F35. HOUSEHOLD SIZE AND COMPOSITION, KEILOR, 2016 TO 2021

Indicator	2021	% 2021	Change 2016 to 2021		% of Growth
Average Household Size	2.8		0		
Couples with children	2,085	25%	-16	-1%	-19%
Couples without children	2,788	33%	-361	-11%	-430%
One parent families	1,059	13%	-160	-13%	-190%
Other families	74	1%	-32	-30%	-38%
Group household	1,531	18%	1,414	1209%	1683%
Lone person	118	1%	-1,172	-91%	-1395%
Other not classifiable household	672	8%	411	157%	489%
Total households	**8,327**	**100%**	**84**	**1%**	**100%**

Source: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2016 and 2021.

F36. DWELLING SIZE (NO. OF BEDROOMS), KEILOR, 2021



Sources: ABS Census - Counting Dwellings, No. of Bedrooms, Place of Enumeration (MB), 2021

T31. TENURE, KEILOR, 2016 TO 2021

Tenure	2016	2021	% 2021	Change 2016 to 2021	
Fully Owned	3,376	3,617	45%	241	7%
Mortgage	2,526	2,561	32%	35	1%
Renting	1,120	1,199	15%	79	7%
Other Tenure Type	147	187	2%	40	27%
Not Stated	449	394	5%	-55	-12%
Total Households	**7,618**	**7,958**	**100%**	**340**	**4%**

Sources: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2016 and 2021

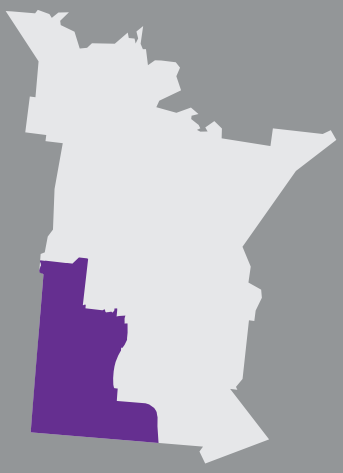
5.10.2. DEMOGRAPHIC AND HOUSING PROFILE SUMMARY, KEILOR

Keilor's demographic and housing profile summary:

- Keilor is an established residential district that has experienced a slight decline in population.
- Keilor has an older age profile, with a higher proportion of pre-retirees, retirees, seniors and elderly. These cohorts are projected to grow further over the next 15-20 years.
- The majority of housing stock consists of larger separate houses located in the NRZ.

Implications

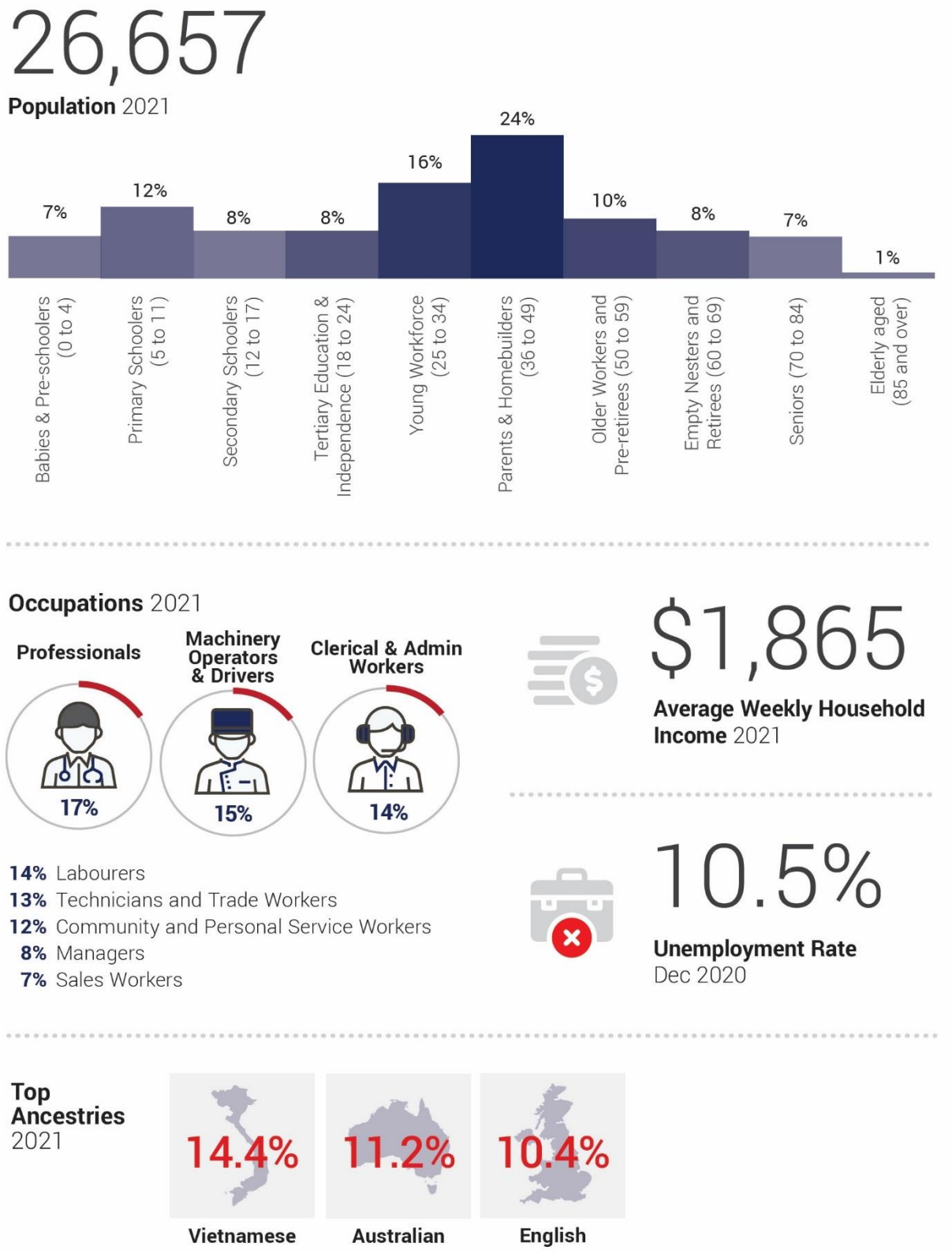
- **A lesser population-led requirement to provide additional dwellings, but a need to diversify housing stock in appropriate locations.**
- **Decreasing household sizes and an ageing population will increase demand for smaller dwellings close to activity centres.**
- **An opportunity to provide more aged care facilities.**
- **Consider how to replenish younger cohorts and labour force across established neighbourhoods. Potential for empty nesters to downsize, enabling existing housing stock to be released to the market.**



DEER PARK

Deer Park; and
Derrimut.

5.11. DEER PARK DEMOGRAPHICS



Source: ABS Census of Population and Housing 2021, Profile Id 2021 – City of Brimbank

5.11.1. DEMOGRAPHIC TRENDS, DEER PARK

HISTORICAL POPULATION GROWTH

As of 2021, Deer Park's population was approximately 26,500 residents. Deer Park has experienced strong growth, with the population increasing by almost 4,500 residents between 2011 and 2021. The average annual growth rate in that time was 1.8%, far exceeding the municipal rate. This is a result of the significant broadhectare residential development that was delivered south of the rail line between 2005 and 2015.

Between 2017 and 2019, the population of the Deer Park district increased by over 400 people. This is a much lower rate of growth compared with the decade average, indicating that population growth is slowing in the district.

T32. HISTORICAL POPULATION GROWTH, DEER PARK, 2011 TO 2021

Area	2011	2021	Change 2011 to 2021		
			No.	%	AAGR
Deer Park - Derrimut	22,194	26,657	4,463	20.1%	1.8%
City of Brimbank (LGA)	182,727	194,618	11,891	6.5%	0.6%

Source: ABS Census of Population and Housing, Counting Persons, Place of Usual Residence, 2011 and 2021.

T33. COMPONENTS OF POPULATION GROWTH, DEER PARK, 2017 TO 2019

Component	Deer Park - Derrimut	City of Brimbank (LGA)
Total Natural Increase	289	4,910
Net Internal Migration	-147	-9,434
Net Overseas Migration	295	9,789
Total Growth	**437**	**5,265**

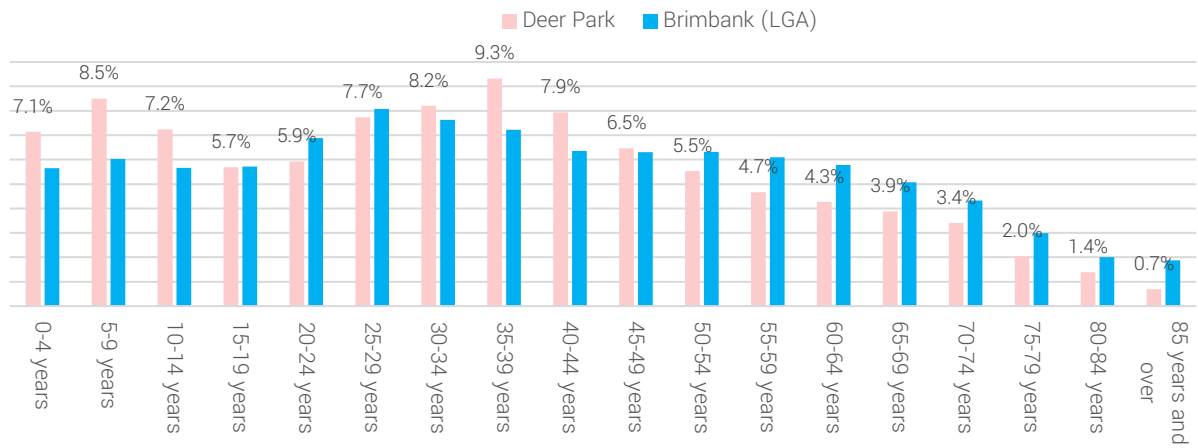
Source: ABS Stat Components of Growth, 2017 to 2019, Year (ending June 30)

AGE STRUCTURE

In the Deer Park district there is:

- A younger age profile, with a higher proportion of young families.
- A lower proportion of older families, pre-retirees, retirees, seniors and elderly.

F37. AGE STRUCTURE, DEER PARK, 2021



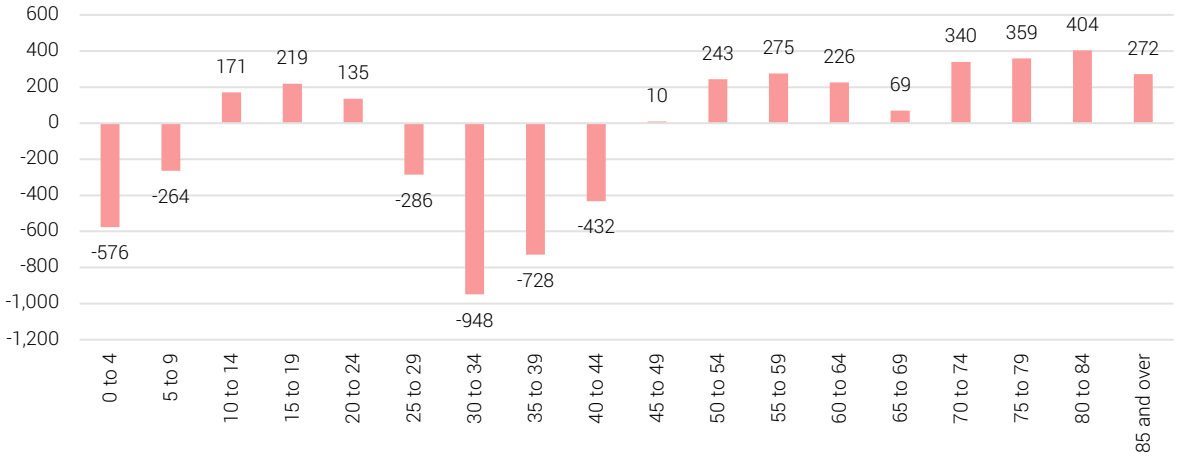
Source: ABS Census of Population and Housing, Counting Persons, Place of Usual Residence, 2021.

AGE STRUCTURE FORECASTS

Age profile forecasts for Deer Park are shown in Figure 38. Key observations are as follows:

- The key demographic of young families in the district will move into middle age, meaning that there will be a reduction in young children and young workforce, and an increase in pre-retirees, adolescents and tertiary students.
- There will also be an overall increase in retires, seniors and elderly persons.

F38. AGE STRUCTURE FORECAST BY COHORT, DEER PARK, 2016 TO 2036



Source: Population and household forecasts, 2016 to 2041, prepared by .id (informed decisions), September 2017.

OCCUPATIONS

The most common occupation held by employed residents in Deer Park include professionals (17%), machinery operators and drivers (15%), clerical and administrative workers (14%), labourers (14%), and technicians and trade workers (13%)

Deer Park has a higher proportion of 'blue collar' workers compared with Brimbank.

T34. OCCUPATION TRENDS, DEER PARK, 2016 TO 2021

Occupation	2016	2021	2021 %	Change (2016-21)	Change %
Managers	694	861	7.9%	167	10.7%
Professionals	1,392	1,850	17.1%	458	29.2%
Technicians and Trades Workers	1,376	1,456	13.4%	80	5.1%
Community and Personal Service Workers	955	1,294	11.9%	339	21.6%
Clerical and Administrative Workers	1,466	1,504	13.9%	38	2.4%
Sales Workers	826	803	7.4%	-23	-1.5%
Machinery Operators and Drivers	1,326	1,594	14.7%	268	17.1%
Labourers	1,245	1,485	13.7%	240	15.3%
Total	**9,280**	**10,847**	**100%**	**1,567**	**100%**

Source: ABS Census of Population and Housing, Counting Persons, Place of Usual Residence, 2016 and 2021.

HOUSEHOLD INCOME

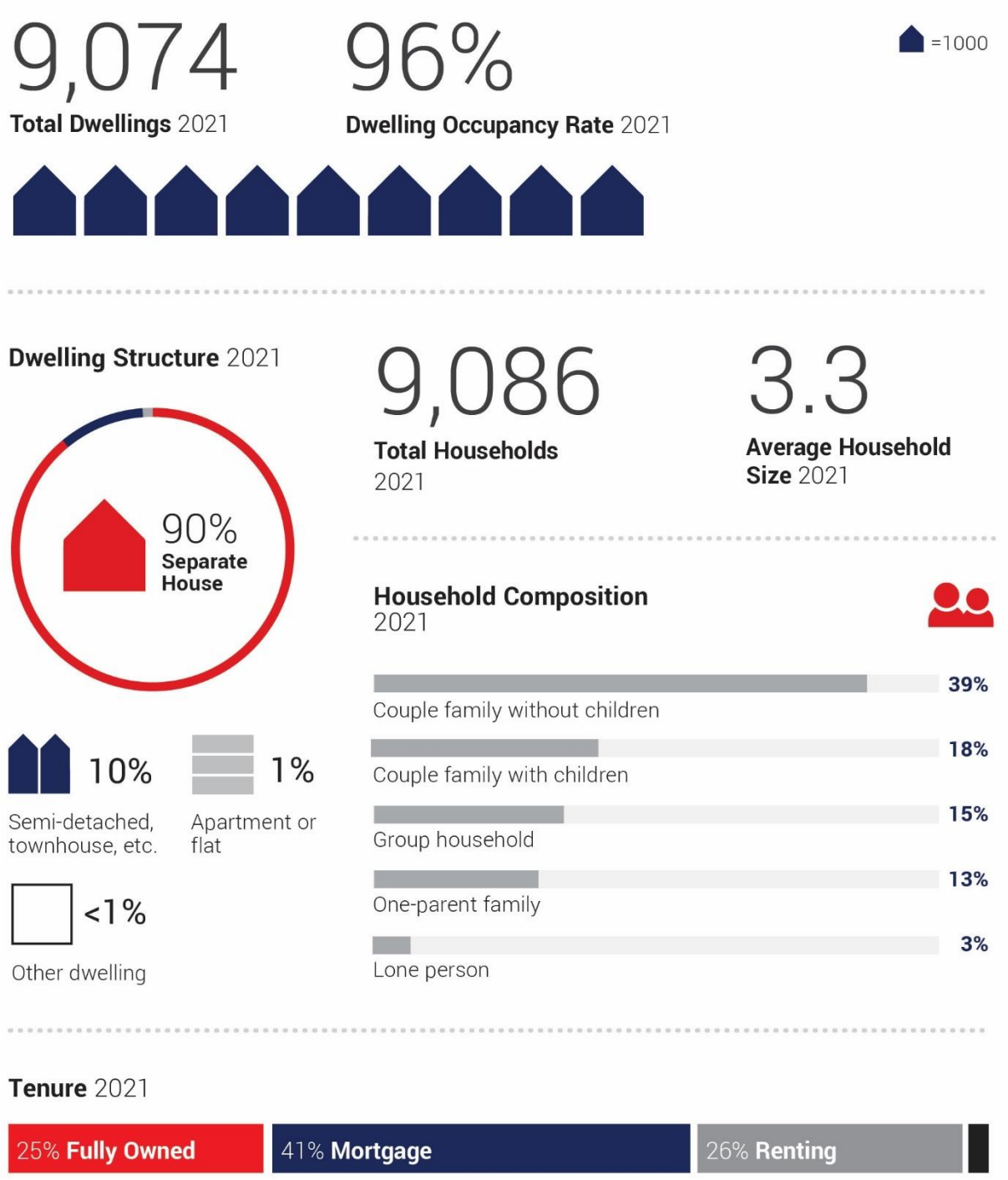
The median weekly household income in Deer Park is $1,865, which is slightly less than metropolitan Melbourne, but higher compared with Brimbank.

F39. WEEKLY MEDIAN HOUSEHOLD INCOME, DEER PARK, 2021



Source: ABS Census Quickstats, 2021

5.12. DEER PARK HOUSING PROFILE



Source: ABS Census of Population and Housing 2021

5.12.1. HOUSING PROFILE TRENDS

The following key observations relate to Deer Park's housing profile:

- 90% of dwelling stock is made up of separate houses, followed by semi-detached, row, terrace and townhouses (10%), and flats/apartments (1%).
- Between 2011 and 2021 the number of dwellings increased by more than 1,149. Most of the new housing stock in that time was separate houses.
- The average household size is 3.3 persons. 39% of households are adult couples, followed by couples with children (18%), single parent families (13%) and singles (3%).
- 79% of dwellings have 3 or more bedrooms.
- 41% of dwellings are owned with a mortgage, followed by renting (26%) and owned outright (25%).

T35. DWELLING STRUCTURE, DEER PARK, 2011 TO 2021

Dwelling Type	2011	2021	2021 %	Change # (2011-21)	Change % (2011-21)
Separate house	7,326	8,113	89.5%	787	68.5%
Semi-detached, row or terrace house, townhouse	215	892	9.8%	677	58.9%
Flat or apartment	373	56	0.6%	-317	-27.6%
Other	3	-	0.0%	-3	-0.3%
Not stated	3	8	0.1%	5	0.4%
Total	**7,920**	**9,069**	**100.0%**	**1,149**	**100.0%**

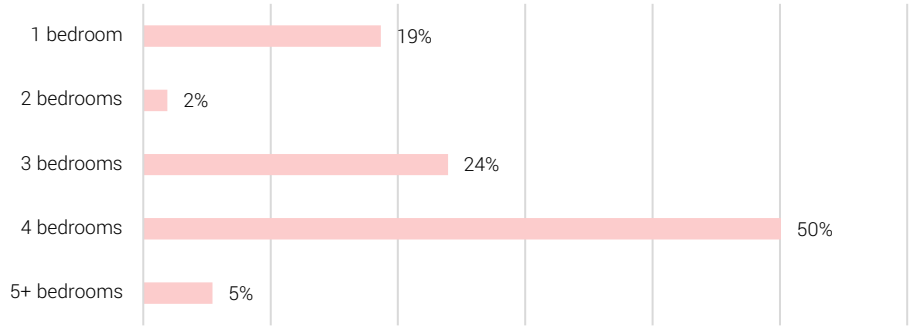
Source: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2011 and 2021. Counts Occupied Private Dwellings

F40. HOUSEHOLD SIZE AND COMPOSITION, DEER PARK, 2016 TO 2021

Indicator	2021	% 2021	Change 2016 to 2021		% of Growth
Average Household Size	3.3		0.2		
Couples with children	1,602	18%	-122	-7%	39%
Couples without children	3,554	39%	-535	-13%	173%
One parent families	1,208	13%	-304	-20%	98%
Other families	146	2%	-15	-9%	5%
Group household	1,408	15%	1,175	504%	-379%
Lone person	258	3%	-969	-79%	313%
Other not classifiable household	910	10%	460	102%	-148%
Total households	**9,086**	**100%**	**-310**	**-3%**	**100%**

Source: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2016 and 2021.

F41. DWELLING SIZE (NO. OF BEDROOMS), DEER PARK, 2021



Sources: ABS Census - Counting Dwellings, No. of Bedrooms, Place of Enumeration (MB), 2021

T36. TENURE, DEER PARK, 2016 TO 2021

Tenure	2016	2021	% 2021	Change 2016 to 2021	
Fully Owned	1,943	2,168	25%	225	12%
Mortgage	3,497	3,500	41%	3	0%
Renting	2,121	2,236	26%	115	5%
Other Tenure Type	84	113	1%	29	35%
Not Stated	674	603	7%	-71	-11%
Total Households	**8,319**	**8,620**	**100%**	**301**	**4%**

Sources: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2016 and 2021

5.12.2. DEMOGRAPHIC AND HOUSING PROFILE SUMMARY, DEER PARK

Deer Park's demographic and housing profile summary:

- The southern part of Deer Park was the last remaining broadhectare residential development opportunity in the municipality. Since exhaustion, the district is now mostly developed and built-out, with minimal opportunities to accommodate more housing.
- The resident profile is weighted towards younger families. These families will move into middle-aged/older families over the next 15-20 years.
- The majority of housing stock is made up of conventional separate houses.

Implications

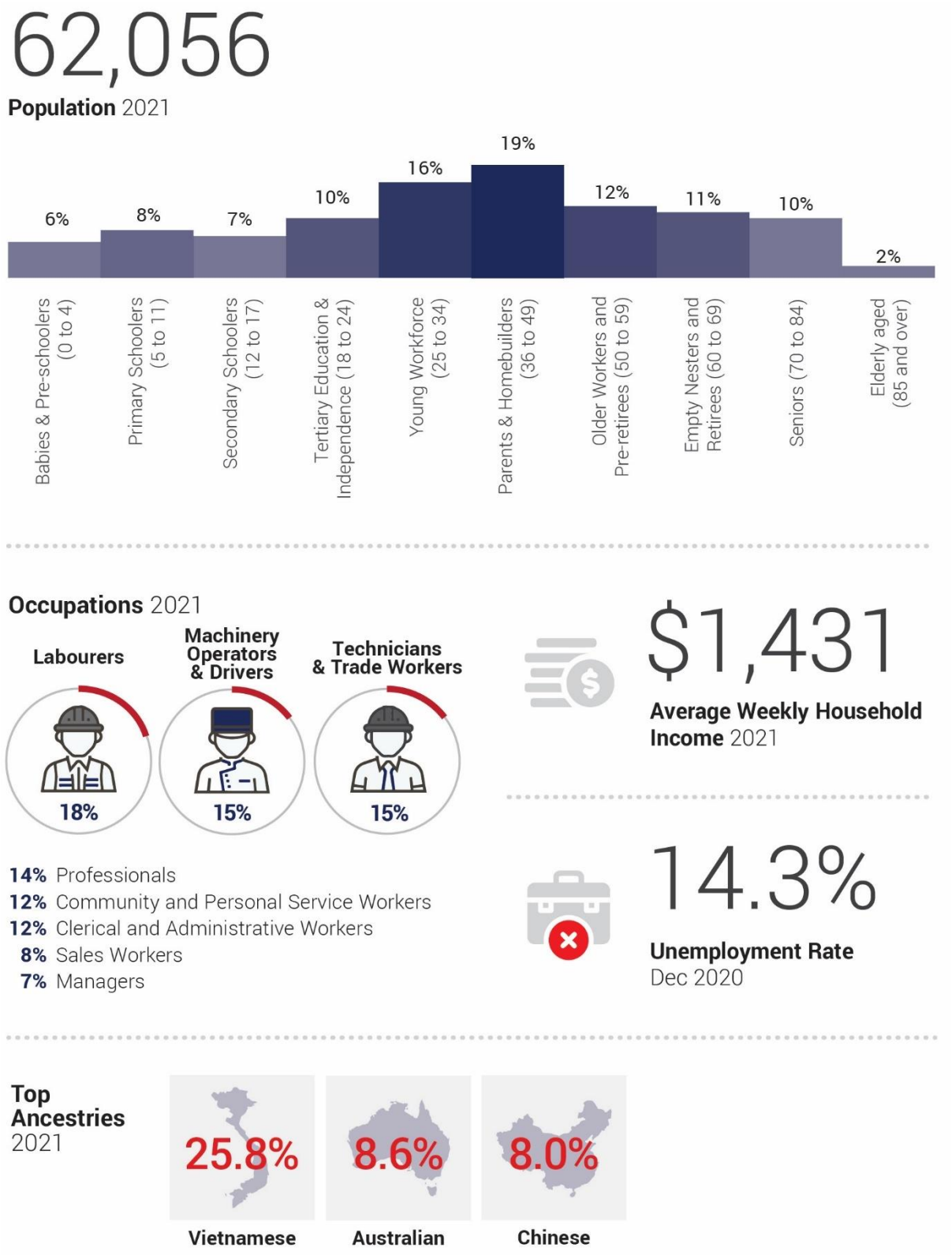
- **Limited capacity to accommodate additional housing, except for a small number of vacant single site opportunities (mostly south of the rail line).**
- **Given that the southern part of Deer Park has recently developed, it is unlikely to undergo any notable housing or development changes in the short to medium term.**



ST ALBANS

St Albans North and South;
Cairnlea; and
Kings Park.

5.13. ST ALBANS DEMOGRAPHICS



Source: ABS Census of Population and Housing 2021, Profile Id 2021 – City of Brimbank

5.13.1. DEMOGRAPHIC PROFILE TRENDS

HISTORICAL POPULATION GROWTH

As at 2021, St Albans population was approximately 62,000. The population has experienced moderate growth over the past 10 years, with the population increasing by approximately 4,600 residents at an average rate of 0.8% per annum.

Between 2017 and 2019, the components of population growth indicates that the population increased by more than 1,800 residents in that time. The overwhelming majority of growth was attributed to overseas migration, followed by natural increase.

T37. HISTORICAL POPULATION GROWTH, ST ALBANS, 2011 TO 2021

Area	2011	2021	Change 2011 to 2021		
			No.	%	AAGR
St Albans - Kings Park - Cairnlea	57,464	62,056	4,592	8%	0.8%
City of Brimbank (LGA)	182,727	194,618	11,891	6.5%	0.6%

Source: ABS Census of Population and Housing, Counting Persons, Place of Usual Residence, 2011 and 2021.

T38. COMPONENTS OF GROWTH, ST ALBANS, 2017 TO 2019

Component of growth	St Albans - Kings Park - Cairnlea	City of Brimbank (LGA)
Total Natural Increase	1,690	4,910
Net Internal Migration	-3,815	-9,434
Net Overseas Migration	3,957	9,789
Total Growth	**1,832**	**5,265**

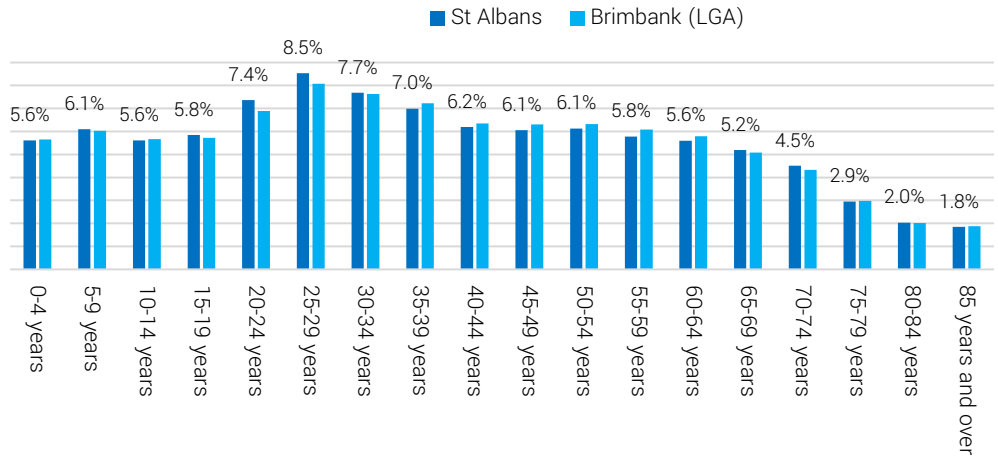
Source: ABS Stat Components of Growth, 2017 to 2019, Year (ending June 30)

AGE STRUCTURE

In the St Albans district, there is:

- A similar age profile to Brimbank.
- A higher proportion of students and young workforce aged between 20 and 30 years.

F42. AGE STRUCTURE, ST ALBANS, 2021



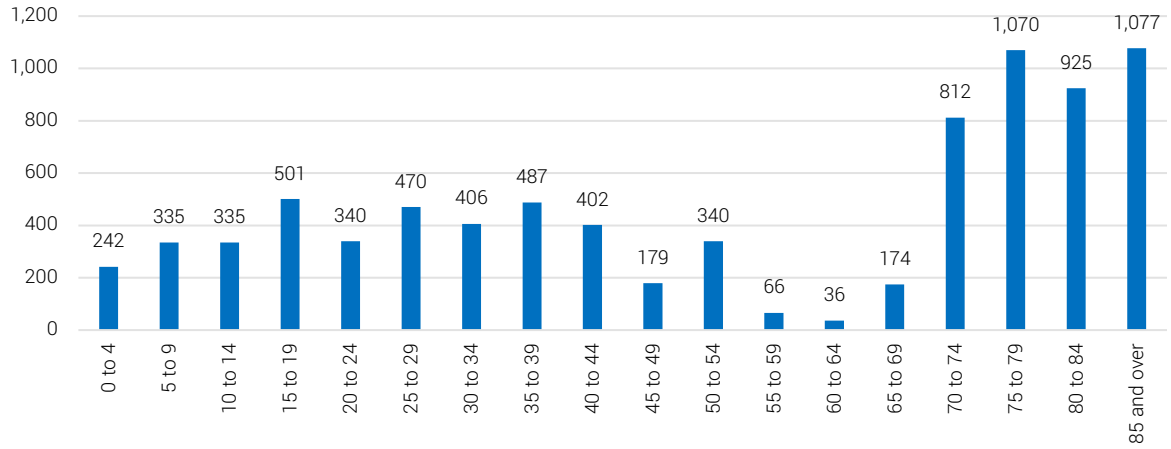
Source: ABS Census of Population and Housing, Counting Persons, Place of Usual Residence, 2021.

AGE FORECAST

Age profile forecasts for the St Albans district are shown in Figure 43. Key observations are as follows:

- All age cohorts in St Albans are projected to increase over the next 15 years, reflecting the strong population growth forecasts.
- The most notable increases are projected to occur across seniors, elderly.
- A replenishment of younger cohorts is projected to occur, with increases across babies and young children (0-14 years), adolescents and tertiary students (15-24 years), young workforce and parents (25-45 years).

F43. AGE STRUCTURE FORECAST BY COHORT, ST ALBANS, 2016 TO 2036



Source: Population and household forecasts, 2016 to 2041, prepared by .id (informed decisions), September 2017.

OCCUPATIONS

The most common occupation held by employed residents in St Albans include labourers (18%), machinery operators and drivers (15%), technicians and trade workers (15%), and professionals (14%).

St Albans has a higher proportion of 'blue collar' workers compared with Brimbank.

T39. OCCUPATION TRENDS, ST ALBANS, 2016 TO 2021

Occupation	2016	2021	% 2021	Change (2016-21)	Proportion of Change
Managers	1,398	1,516	6.7%	118	11.4%
Professionals	2,578	3,136	13.8%	558	54.1%
Technicians and Trades Workers	3,211	3,351	14.7%	140	13.6%
Community and Personal Service Workers	2,451	2,782	12.2%	331	32.1%
Clerical and Administrative Workers	2,546	2,663	11.7%	117	11.3%
Sales Workers	2,127	1,900	8.3%	-227	-22.0%
Machinery Operators and Drivers	3,124	3,373	14.8%	249	24.1%
Labourers	4,294	4,040	17.7%	-254	-24.6%
Total	**21,729**	**22,761**	**100.0%**	**1,032**	**100.0%**

Source: ABS Census of Population and Housing, Counting Persons, Place of Usual Residence, 2016 and 2021.

HOUSEHOLD INCOME

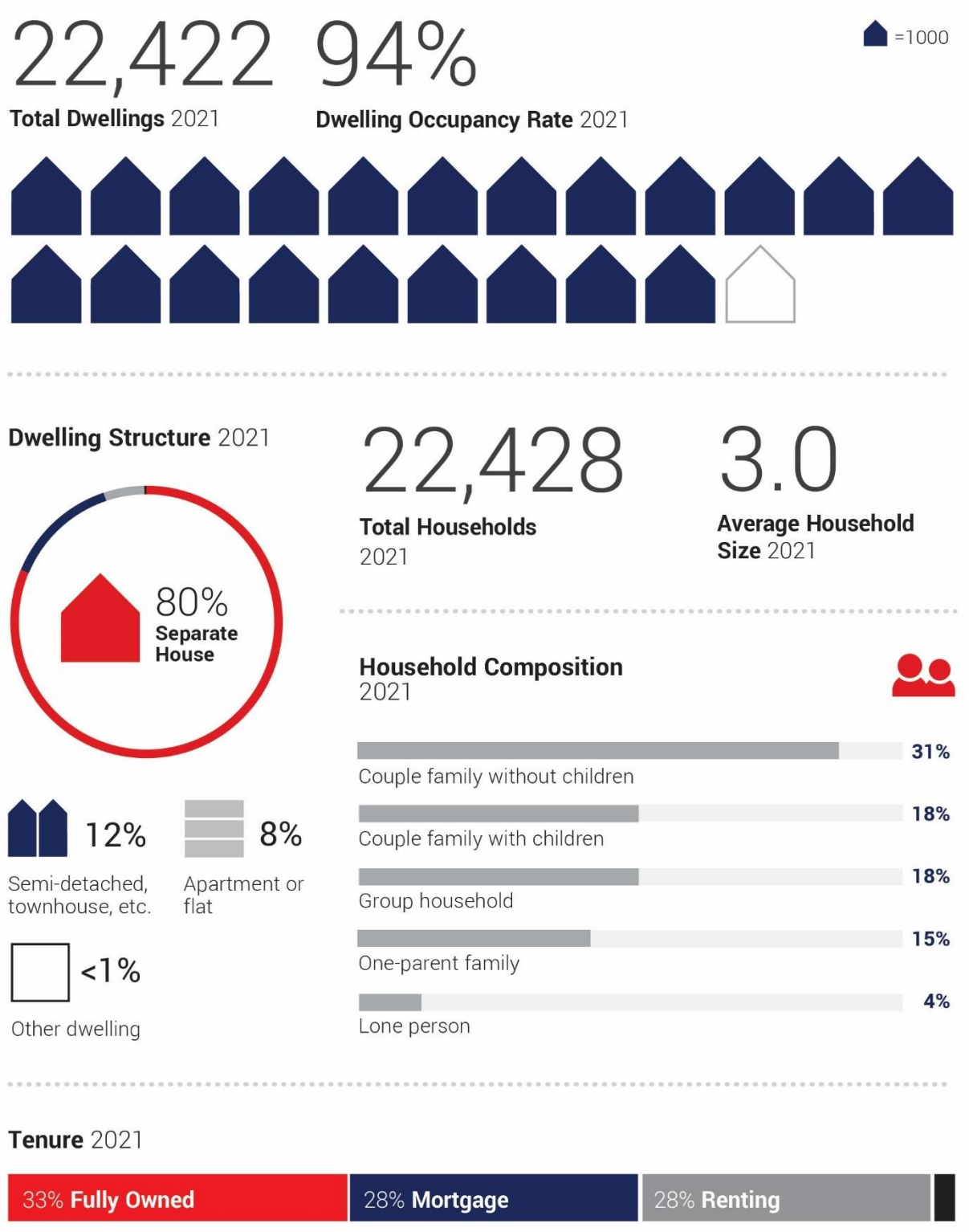
The weekly median household income in St Albans is $1,431, which is less than Brimbank and much less than metropolitan Melbourne.

F44. WEEKLY MEDIAN HOUSEHOLD INCOME, ST ALBANS, 2021



Source: ABS Census Quickstats, 2021

5.14. ST ALBANS HOUSING PROFILE



Source: ABS Census of Population and Housing 2021

5.14.1. HOUSING PROFILE TRENDS

The following key observations relate to St Albans housing profile:

- 80% of dwelling stock is made up of separate houses, followed by semi-detached, row, terrace and townhouses (12%), and flats/apartments (8%).
- Between 2011 and 2021 the number of dwellings increased by more than 2,000. The majority of new housing stock in that time was semi-detached, row, terrace and townhouses.
- The average household size is 3 persons. 31% of households are adult couples, followed by couples with children (18%) and single parent families (15%).
- More than half of dwellings only have 1 bedroom.
- 33% of dwellings are owned outright, followed by owned with a mortgage (28%) and renting (28%).

T40. DWELLING STRUCTURE, ST ALBANS, 2011 TO 2021

Dwelling Type	2011	2021	% 2021	Change (2011-21)	Change %
Separate house	17,316	17,897	79.9%	581	28.9%
Semi-detached, row or terrace house, townhouse	1,138	2,721	12.1%	1,583	78.9%
Flat or apartment	1,908	1,672	7.5%	-236	-11.8%
Other	24	76	0.3%	52	2.6%
Not stated	6	33	0.1%	27	1.3%
Total	**20,392**	**22,399**	**100%**	**2,007**	**100%**

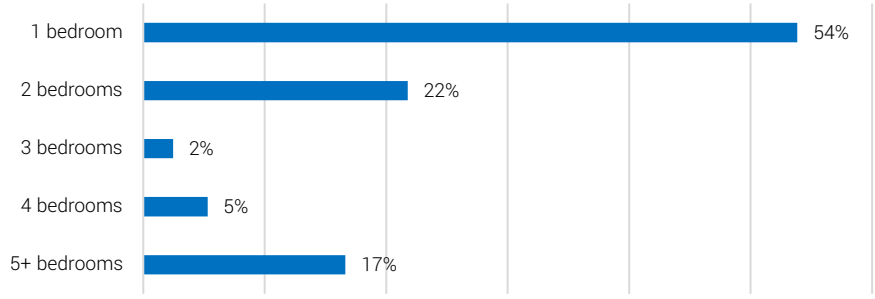
Source: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2011 and 2021

F45. HOUSEHOLD SIZE AND COMPOSITION, ST ALBANS, 2016 TO 2021

Indicator	2021	% 2021	Change 2016 to 2021		% of Growth
Average Household Size	3.0		0		
Couples with children	4,075	18%	-330	-7%	67%
Couples without children	6,904	31%	-1,422	-17%	288%
One parent families	3,422	15%	-851	-20%	173%
Other families	457	2%	-77	-14%	16%
Group household	3,991	18%	3,282	463%	-666%
Lone person	825	4%	-2,670	-76%	542%
Other not classifiable household	2,754	12%	1,575	134%	-319%
Total households	**22,428**	**100%**	**-493**	**-2%**	**100%**

Source: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2016 and 2021

F46. DWELLING SIZE (NO. OF BEDROOMS), ST ALBANS, 2021



Sources: ABS Census - Counting Dwellings, No. of Bedrooms, Place of Enumeration (MB), 2021

T41. TENURE, ST ALBANS, 2016 TO 2021

Tenure	2016	2021	2021 %	Change 2016 to 2021	
Fully Owned	6,772	6,995	33%	223	3%
Mortgage	5,905	5,924	28%	19	0%
Renting	5,202	5,961	28%	759	15%
Other Tenure Type	307	366	2%	59	19%
Not Stated	1,873	1,769	8%	-104	-6%
Total Households	**20,059**	**21,015**	**100%**	**956**	**5%**

Sources: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2016 and 2021

5.14.2. DEMOGRAPHIC AND HOUSING PROFILE SUMMARY, ST ALBANS

St Albans demographic and housing profile summary:

- St Albans is Brimbank's most populous district but is projected to be overtaken by Sunshine around 2040.
- St Albans has experienced moderate, but consistent population growth over time.
- St Albans has a similar age profile to Brimbank, but with a higher proportion of tertiary students and young workforce.
- A highly multi-cultured population. Almost one-quarter of Sunshine residents are of Vietnamese ancestry.
- The labour force is weighted towards 'blue collar' workers.
- The unemployment rate is higher than the municipal average, and the median household income is lower.
- The majority of housing stock is separate houses, but townhouse stock is growing.

Implications

- **A need to ensure development and new housing keeps pace with population growth.**
- **A need to provide affordable housing and rental stock for younger cohorts who are projected to increase further over time.**
- **A need to provide suitable housing and accommodation for students.**
- **The reliance on overseas migration means the housing market is more exposed to international border closures in the short term.**

5.15. DEMOGRAPHIC PROFILE SUMMARY

Indicator	Sunshine	Sydenham and Taylors Lakes	Keilor	Deer Park	St Albans
Population (approx.)	48,000	37,000	22,000	27,000	62,000
Age and lifecycle profile (top 4)	**21%** parents and homebuilders (36-49 years) **18%** young workforce (25-34 years) **11%** older workers and Pre-retirees (50-59 years) **10%** Empty nesters and retirees (60-69 years)	**18%** parents and homebuilders (36-49 years) **16%** older workers and pre-retirees (60-69 years) **14%** young workforce (25-34 years) **13%** Empty nesters and retirees (60-69 years)	**18%** parents and homebuilders (36-49 years) **14%** Empty nesters and retirees (60-69 years) **13%** Seniors (70-84 years) **13%** older workers and pre-retirees (60-69 years)	**24%** parents and homebuilders (36-49 years) **16%** young workforce (25-34 years) **12%** primary schoolers (5-11 years) **10%** older workers and pre-retirees (60-69 years)	**19%** parents and homebuilders (36-49 years) **16%** young workforce (25-34 years) **12%** older workers and pre-retirees (60-69 years) **11%** Empty nesters and retirees (60-69 years)
Ancestry (top 3)	21% Vietnamese 11% Australian 10% English	17% Australian 15% English 12% Italian	19% Australian 17% English 15% Italian	14% Vietnamese 11% Australian 10% English	26% Vietnamese 9% Australian 8% Chinese
Occupations (top 3)	19% Professionals 14% Labourers 13% Technicians and trade workers	17% Professionals 16% Clerical and administrative workers 14% Technicians and trade workers	20% Professionals 16% Clerical and administrative workers 14% Technicians and trade workers	17% Professionals 14% Machinery operators and drivers 13% Clerical and admin workers	17% Labourers 14% Technicians and trade workers 14% Machinery operators and drivers
Weekly household income (median)	$1,437	$1,824	$1,687	$1,865	$1,431
Unemployment rate (Dec 2020)	12.2%	7.3%	8.2%	10.5%	14.3%

5.16. HOUSING PROFILE SUMMARY

Indicator	Sunshine	Sydenham and Taylors Lakes	Keilor	Deer Park	St Albans
Dwellings (rounded)	19,000	13,000	8,300	9,000	22,400
Occupancy rate	91%	96%	95%	96%	94%
Dwelling structure	75% separate house 17% semi-detached, townhouse 8% apartment/flat	79% separate house 19% semi-detached, townhouse 2% apartment/flat	87% separate house 13% semi-detached, townhouse 1% apartment/flat	90% separate house 10% semi-detached, townhouse 1% apartment/flat	80% separate house 12% semi-detached, townhouse 8% apartment/flat
Ave household size	2.7	2.9	2.8	3.3	3
Household composition (top 4)	26% couple with children 21% lone person 18% couple without children 14% other household	40% couple with children 22% couple without children 16% lone person 13% one-parent family	33% couple with children 25% couple without children 18% lone person 13% one-parent family	39% couple with children 18% couple without children 15% lone person 13% one-parent family	31% couple with children 18% couple without children 18% lone person 15% one-parent family
Tenure	32% owned outright 32% renting 27% owned with mortgage	39% owned outright 36% owned with mortgage 19% renting	46% owned outright 32% owned with mortgage 15% renting	41% owned with mortgage 26% renting 25% owned outright	33% owned outright 28% owned with mortgage 28% renting
Median house price	$650,000	$625,000	$735,000	$600,000	$615,000
Median unit price	$435,000	$410,000	$465,000	$460,000	$430,000

HOUSING & DEVELOPMENT TRENDS

This section assesses housing, development and property market trends in Brimbank, including historical changes in dwelling stock, household composition and sizes.

For development trends, historical dwelling approval data has been assessed across Brimbank to identify the scale, location and type of development activity that has occurred in Brimbank over the past decade.

6. HOUSING AND DEVELOPMENT TRENDS

6.1. HOUSING TRENDS, BRIMBANK

6.1.1. HISTORICAL DWELLING GROWTH

In 2021, there were 71,800 dwellings in Brimbank, with an occupancy rate of 94%. Key observations relevant to dwelling growth in Brimbank are as follows:

- The number of dwellings in Brimbank increased by 6,444 between 2011 and 2021, representing an average annual increase of 644 dwellings.
- Semi-detached, townhouse dwelling stock increased by almost 6,900 dwellings.
- Separate houses increased by only 1,215 dwellings, indicating a trend towards infill residential development.

T42. HISTORICAL DWELLING GROWTH, BRIMBANK, 2011 TO 2021

Indicator	2011	2021	Change (2011-21)	AAG	AAGR %
Total Dwellings	65,366	71,810	6,444	644	0.9%
Occupied Private Dwellings	61,582	67,522	5,940	594	0.9%
Unoccupied Private Dwellings	3,784	4,288	504	50	1.3%
Occupancy Rate	94%	94%			

Source: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2006, 2011 and 2016

T43. DWELLING STRUCTURE, BRIMBANK, 2011 TO 2021

Dwelling Structure	2011	2021	% 2021	Change (2011-21)	Change %
Separate House	56,452	57,667	80.4%	1,215	2%
Semi-detached, townhouse etc.	3,427	10,324	14.4%	6,897	201%
Apartment or flat	5,302	3,551	5.0%	-1,751	-33%
Other	169	186	0.3%	17	10%

Source: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2011 and 2016

6.1.2. HOUSEHOLD SIZE AND COMPOSITION TRENDS

Key observations in relation to household composition and size are as follows:

- The most common household type in Brimbank is families (33%), followed by adult couples (20%), singles (18%) and one-parent families (14%).
- The number of households in Brimbank increased by more than 5,750 between 2011 and 2021.
- Approximately 45% of household growth was driven by singles.
- The average household size in Brimbank decreased by 0.1 persons to 2.6 in 2021.

T44. HOUSEHOLD COMPOSITION, BRIMBANK, 2011 TO 2021

Family Type	2011	2021	% 2021	Change (2011-21)	Change %
Couple family with no children	12,706	14,067	19.6%	1,361	23.6%
Couple family with children	23,653	23,428	32.6%	-225	-3.9%
One parent family	9,011	9,848	13.7%	837	14.5%
Other family	1,789	1,177	1.6%	-612	-10.6%
Lone person household	10,511	13,077	18.2%	2,566	44.6%
Group household	1,789	2,348	3.3%	559	9.7%
Other household	6,651	7,921	11.0%	1,270	22.1%
Total Households	**66,110**	**71,866**	**100%**	**5,756**	**100%**

Source: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2011, 2021

T45. HOUSEHOLD SIZE, BRIMBANK, 2016 TO 2021

Area	2016	2021	Change (2016-21)
St Albans - Kings Park - Cairnlea	3.0	3.0	-
Sunshine - Ardeer - Albion	2.8	2.7	-0.1
Taylors Lakes - Sydenham	3.0	2.9	-0.1
Keilor - Keilor Downs	2.8	2.8	-
Deer Park - Derrimut	3.1	3.3	+0.2
City of Brimbank (LGA)	**3.0**	**2.9**	-0.1
Metropolitan Melbourne	**2.7**	**2.6**	-0.1

Source: ABS Census - Counting Dwellings, Place of Enumeration (MB), 2016, 2021

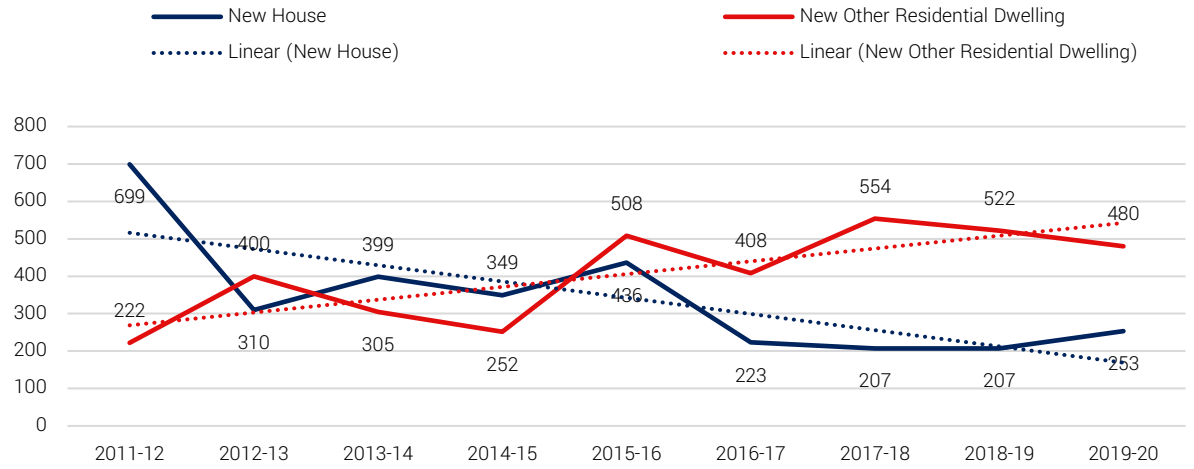
6.2. DWELLING APPROVALS

Dwelling approvals indicate the scale and location of dwelling growth and development activity across Brimbank. Approvals have been assessed annually for the period between 2011-12 and 2019-20 (financial years) using data published by the ABS. Dwelling approvals are categorised as 'new houses' or 'other dwellings', which includes apartments, flats and units.

Key observations are as follows:

- Brimbank averaged 749 dwelling approvals per annum, including 343 houses and 406 other residential dwelling.
- New house approvals have been declining, while other dwellings are increasing.
- Since 2016, other dwelling approvals have made up the majority of annual approvals, reflecting the overall decline in broadhectare land supply.
- Since 2012, dwelling approvals in Brimbank only account for 8% of annual approvals in Melbourne's West; 5% of total house approvals, but 16% of other dwelling approvals.

F47. DWELLING APPROVALS, BRIMBANK, 2012 TO 2020



Source: ABS Building Approvals, 2011-2020

T46. DWELLING APPROVALS, BRIMBANK, 2012 TO 2020

Year	New House	New Other Residential Dwelling	Residential Dwellings Total	New Houses (%)	New Other Residential Dwellings (%)
2011-12	699	222	924	76%	24%
2012-13	310	400	713	43%	56%
2013-14	399	305	712	56%	43%
2014-15	349	252	614	57%	41%
2015-16	436	508	950	46%	53%
2016-17	223	408	638	35%	64%
2017-18	207	554	766	27%	72%
2018-19	207	522	729	28%	72%
2019-20	253	480	735	34%	65%
Brimbank LGA Average	**343**	**406**	**749**	**45%**	**54%**
Melbourne West SA4 Average	**6,516**	**2,521**	**9,087**	**72%**	**28%**

Source: ABS Building Approvals, 2011-2020

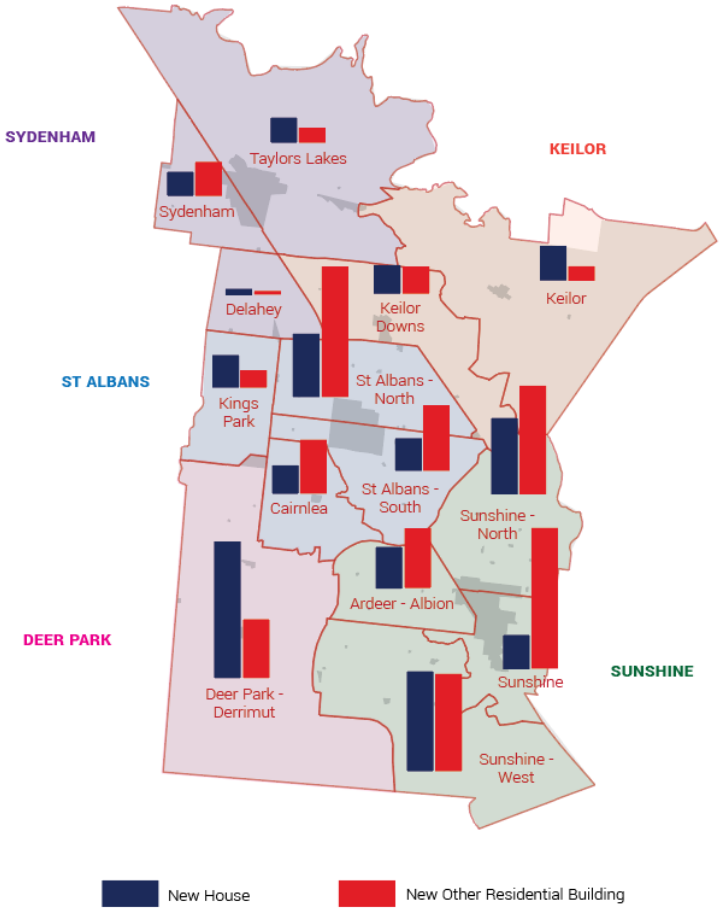
6.3. DWELLING APPROVALS BY DISTRICT

To understand the scale and location of residential activity that has occurred in Brimbank, ABS dwelling approvals data has been collected at a district level between 2012 and 2020. District dwelling approvals are summarised in Figure 48 and Table 47. The following observations are made:

- Almost three quarters (72%) of dwelling approvals occurred in Sunshine (2,930) and St Albans (1,880).
- Deer Park accounted for 13% of approvals; the majority of which are separate houses.
- Sydenham and Taylors Lakes and Keilor averaged in the order of 460 to 470 dwelling approvals over the period and make up a small proportion of new dwellings in Brimbank (approximately 7% per district).

More detailed dwelling approval activity across Brimbank is analysed on the following pages.

F48. DWELLING APPROVALS BY DISTRICT, 2012 TO 2020



Source: ABS Building Approvals, 2011-2020

T47. DWELLING APPROVALS BY DISTRICT, 2012 TO 2020

District	New Houses	Other Dwellings	Total
Sunshine	1,118	1,812	2,930 (44%)
St Albans	692	1,188	1,880 (28%)
Deer Park	609	261	870 (13%)
Sydenham and Taylors Lakes	242	230	472 (7%)
Keilor	279	182	461 (7%)
Total	**2,940**	**3,673**	**6,613**

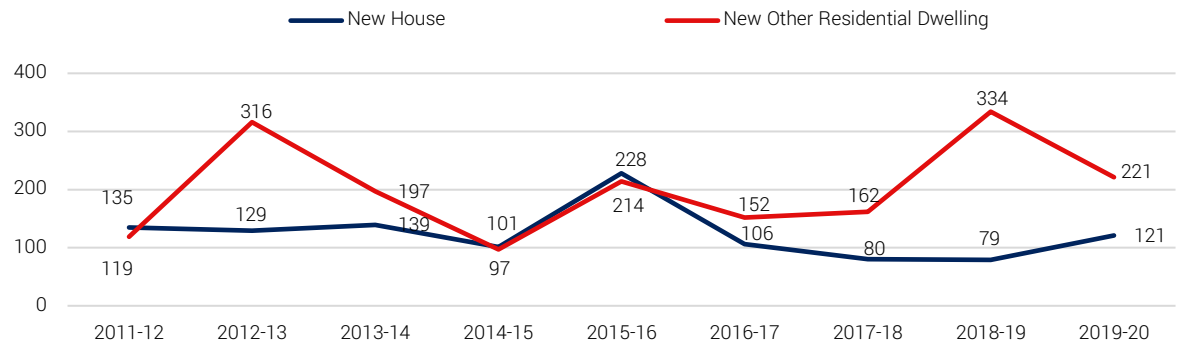
Source: ABS Building Approvals, 2011-2020

6.3.1. SUNSHINE

Since 2012, the Sunshine district averaged 328 dwelling approvals per annum, accounting for 44% of Brimbank's annual dwelling approvals. Of the 328 approvals, 38% were new houses and 61% were 'other dwellings'.

Figure 49 shows that development activity has been variable, however the number of new 'other dwellings' has consistently outpaced new houses over the period.

F49. DWELLING APPROVALS, SUNSHINE, 2012 TO 2020



Source: ABS Building Approvals, 2011-2020

T48. ABS DWELLING APPROVALS, SUNSHINE, 2012 TO 2020

Year	Total dwelling approvals	New Houses (%)	New Other Residential Dwellings (%)
2011-12	254	53%	47%
2012-13	446	29%	71%
2013-14	340	41%	58%
2014-15	204	50%	48%
2015-16	442	52%	48%
2016-17	263	40%	58%
2017-18	244	33%	66%
2018-19	413	19%	81%
2019-20	344	35%	64%
Average	**328**	**38%**	**61%**

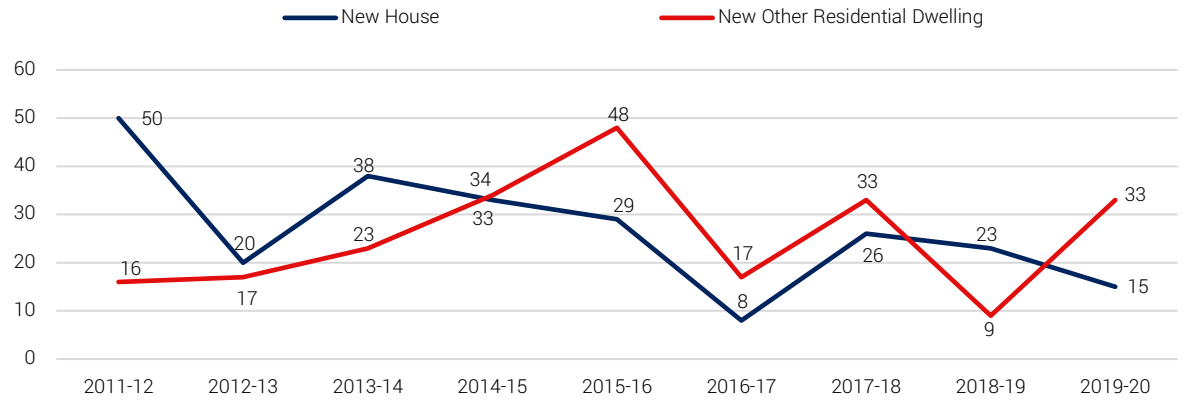
Source: ABS Building Approvals, 2011-2020

6.3.2. SYDENHAM AND TAYLORS LAKES

Since 2012, Sydenham and Taylors Lakes District averaged 53 new dwellings per annum, with an almost even split between houses and 'other dwellings'. Dwelling approvals in this district have accounted for only 7% of Brimbank's annual approvals over the period.

There has been a general decline in house approvals since 2012 and have fallen below 10 approvals on two occasions (2017 and 2020). This is reflective of the constrained supply of vacant residential land.

F50. DWELLING APPROVALS, SYDENHAM AND TAYLORS LAKES, 2012 TO 2020



Source: ABS Building Approvals, 2012-2020

T49. ABS DWELLING APPROVALS, SYDENHAM AND TAYLORS LAKES, 2012 TO 2020

Year	Total dwelling approvals	New Houses (%)	New Other Residential Dwellings (%)
2011-12	66	76%	24%
2012-13	37	54%	46%
2013-14	63	60%	37%
2014-15	70	47%	49%
2015-16	77	38%	62%
2016-17	25	32%	68%
2017-18	59	44%	56%
2018-19	32	72%	28%
2019-20	48	31%	69%
Average	**53**	**51%**	**48%**

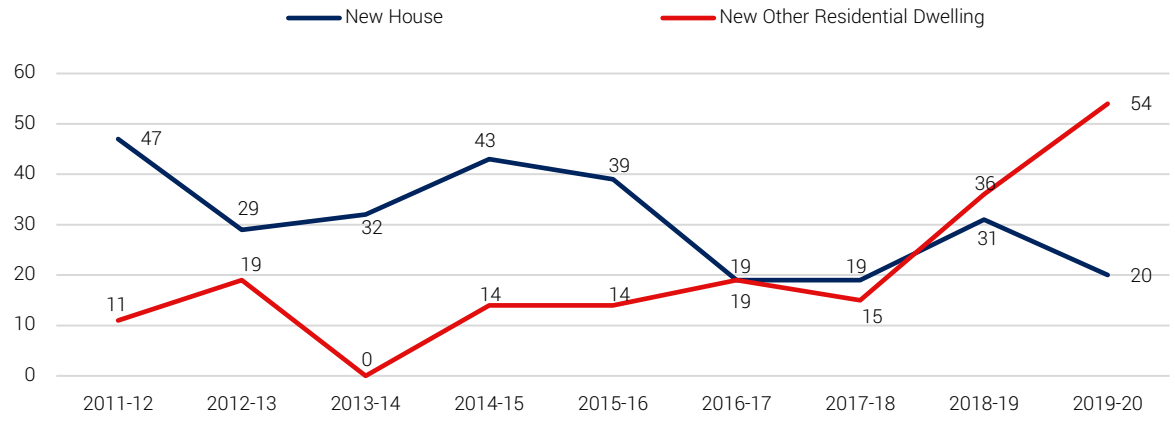
Source: ABS Building Approvals, 2012-2020

6.3.3. KEILOR

Since 2012, the Keilor district averaged 52 new dwellings per annum, accounting for only 7% of Brimbank's annual approvals over the period. The average split of approvals in Keilor has been 60% houses and 40% 'other dwellings'. More recently in 2020, that split was approximately 25% new houses and 75% 'other dwellings', indicating that a development shift has taken place in recent years.

There is a general trend of declining house approvals and increasing 'other dwelling' approvals. This includes a 10-year high of 54 'other dwelling' approvals in 2020.

F51. DWELLING APPROVALS, KEILOR, 2012 TO 2020



Source: ABS Building Approvals, 2012-2020

T50. ABS DWELLING APPROVALS, KEILOR, 2012 TO 2020

Year	Total dwelling approvals	New Houses (%)	New Other Residential Dwellings (%)
2011-12	58	81%	19%
2012-13	48	60%	40%
2013-14	32	100%	0%
2014-15	59	73%	24%
2015-16	54	72%	26%
2016-17	39	49%	49%
2017-18	34	56%	44%
2018-19	67	46%	54%
2019-20	74	27%	73%
Average	**52**	**60%**	**39%**

Source: ABS Building Approvals, 2012-2020

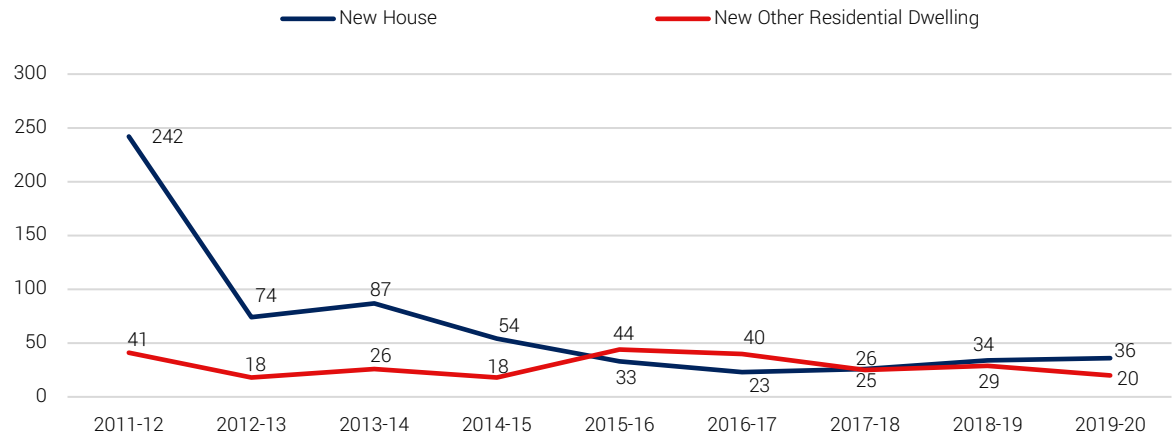
6.3.4. DEER PARK

Since 2012, the Deer Park district averaged 98 new dwellings per annum, accounting for 13% of Brimbank's annual approvals over the period. The average split of approvals in Deer Park has been 70% houses and 30% 'other dwellings.

Dwelling approvals in Deer Park peaked in 2012, with more than 280 approvals (including 242 new houses). As vacant broadhectare opportunities diminished, so did dwelling approvals. As a result, dwelling approvals fell sharply the following year and continued to decline over the period.

Since 2017, dwelling approvals in Deer Park have been in the order of 50 to 60 per annum (on average).

F52. DWELLING APPROVALS, DEER PARK, 2012 TO 2020



Source: ABS Building Approvals, 2012-2020

T51. ABS DWELLING APPROVALS, DEER PARK, 2012 TO 2020

Year	Total dwelling approvals	New Houses (%)	New Other Residential Dwellings (%)
2011-12	284	85%	14%
2012-13	92	80%	20%
2013-14	115	76%	23%
2014-15	72	75%	25%
2015-16	81	41%	54%
2016-17	64	36%	63%
2017-18	53	49%	47%
2018-19	63	54%	46%
2019-20	56	64%	36%
Average	**98**	**69%**	**30%**

Source: ABS Building Approvals, 2012-2020

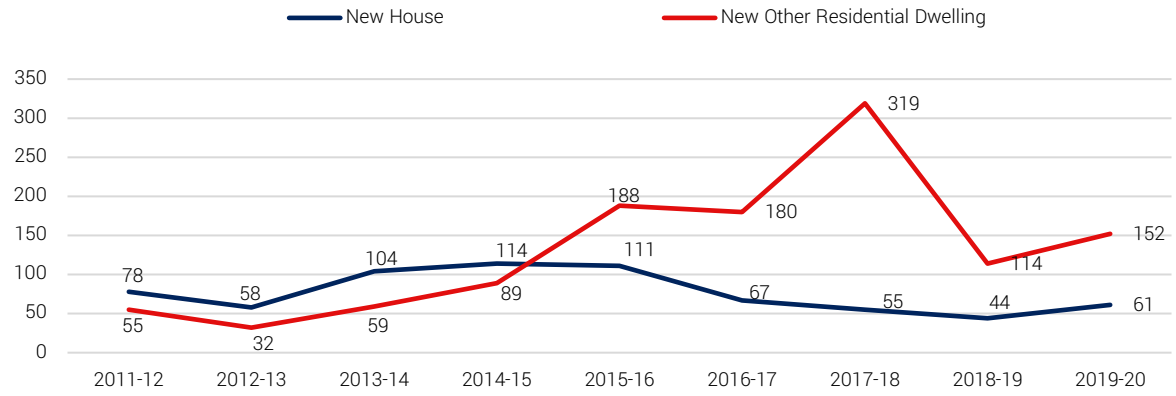
6.3.5. ST ALBANS

Since 2012, St Albans district averaged 98 new dwellings per annum, accounting for 13% of Brimbank's annual approvals over the period. The average split of approvals in St Albans has been 37% houses and 67% 'other dwellings'.

The number of house approvals have been declining since 2016, whilst the number of 'other dwellings' has been increasing; including a peak of 319 dwellings in 2018.

These volumes are relatively low despite St Albans containing large areas within the Residential Growth Zone designated for higher density development (except for 2017-18).

F53. DWELLING APPROVALS, ST ALBANS, 2012 TO 2020



Source: ABS Building Approvals, 2012-2020

T52. ABS DWELLING APPROVALS, ST ALBANS, 2012 TO 2020

Year	Total dwelling approvals	New Houses (%)	New Other Residential Dwellings (%)
2011-12	135	58%	41%
2012-13	92	63%	35%
2013-14	163	64%	36%
2014-15	205	56%	43%
2015-16	300	37%	63%
2016-17	247	27%	73%
2017-18	375	15%	85%
2018-19	158	28%	72%
2019-20	213	29%	71%
Average	**210**	**37%**	**63%**

Source: ABS Building Approvals, 2012-2020

6.4. COUNCIL BUILDING PERMIT DATA

Residential building approvals data (i.e. building permits issued for new dwellings) was provided by Council from 2015 to 2020 (inclusive). The total number of approvals captured in the Council data is materially lower than the approvals published by ABS which was summarised in previous sections. There are two potential reasons for the understated number of building approvals:

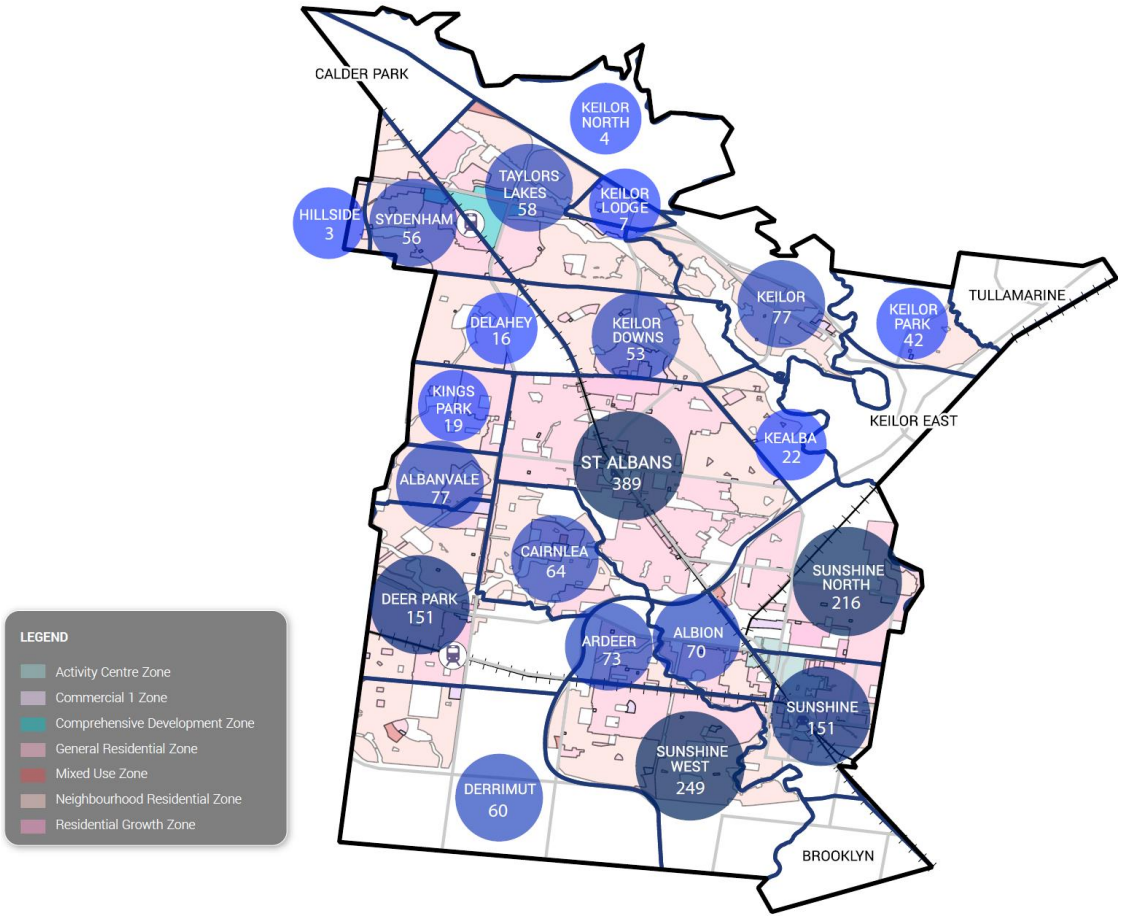
- Multiple unit/dwelling approvals may be reflected as a single entry and as a result; are not fully accounted for; and
- Some building approvals may have been privately issued, and have not been collected by Council.

This data, however, is still useful as it provides an indication of property specific approvals across the municipality. However, given the underrepresentation of total approvals, it is considered a sample only.

Between 2015 and 2020, there was a total of 1,852 residential building approvals at an average of 370 per annum. The location of approvals is summarised in Figure 54, Table 53 and Table 54. Key points are as follows:

- Annual residential building approvals have been consistent over the period, with a slight decline.
- One-third (33%) of approvals occurred in Sunshine and 21% occurred in St Albans.
- 39% of approvals occurred in the NRZ1 and 37% of approvals occurred in the GRZ1, indicating that townhouse and infill development has accounted for the majority of development activity since 2015.
- The number of approvals in the RGZ and ACZ has been negligible, warranting review of the effectiveness of these planning zones in facilitating residential development.

F54. TOTAL BUILDING APPROVALS BY SUBURB, BRIMBANK, 2015 TO 2020



Source: Building Approvals Data, Brimbank City Council, derived by Urban Enterprise, 2021.
Note: This data relates to approvals only. Multi-unit dwellings are not fully accounted for.

T53. BUILDING APPROVALS BY SUBURB, BRIMBANK, 2015 TO 2020

Suburb	2015	2016	2017	2018	2019	2020	Total
Albanvale	29	23	9	5	9	2	77
Albion	14	13	12	9	15	7	70
Ardeer	16	14	10	8	14	6	68
Cairnlea	18	14	18	4	4	6	64
Deer Park	35	25	28	22	26	15	151
Delahey	2	3	3	3	5		16
Derrimut	22	11	7	5	9	6	60
Hillside			1	1	1		3
Kealba	10	2	7	3			22
Keilor	18	6	5	15	17	16	77
Keilor Downs	8	9	10	6	16	4	53
Keilor Lodge	1		4	1		1	7
Keilor North	1		1			2	4
Keilor Park	11	7	4	1	8	11	42
Kings Park	1		6	3	5	4	19
St Albans	95	65	60	56	60	53	389
Sunshine	13	36	29	22	27	24	151
Sunshine North	52	39	29	45	28	23	216
Sunshine West	104	37	37	21	27	23	249
Sydenham	15	8	12	8	8	5	56
Taylors Lakes	10	7	12	8	15	6	58
Total	**475**	**319**	**304**	**246**	**294**	**214**	**1,852**

Source: Brimbank City Council, Urban Enterprise, 2021.

T54. BUILDING APPROVALS BY ZONE, BRIMBANK, 2015 TO 2020

Zone	2015	2016	2017	2018	2019	2020	Total
ACZ1		1			1	2	4
C1Z	1		1				2
GRZ1	178	108	87	88	128	108	697
MUZ		1					1
NRZ1	191	146	121	75	110	71	714
NRZ2	25	9	13	8	5	4	64
RGZ1	19	14	15	23	10	16	97
Not available	61	40	67	52	40	13	273
Total	**475**	**319**	**304**	**246**	**294**	**214**	**1,852**

Source: Brimbank City Council, Urban Enterprise, 2021.

6.5. PROPERTY VALUES, BRIMBANK

Demand for housing in an area is reflected by residential property market indicators such as price trends. For Brimbank and districts, median house, unit and vacant block prices have been collected and assessed for the period between 2009 and 2019. Prices are benchmarked where possible.

In 2019, Brimbank's median residential property values were as follows:

- House ($610,000) compared with $720,000 in Melbourne;
- Unit ($435,000) compared with $565,000 in Melbourne; and
- Vacant house block ($573,500) compared with $319,500 in Melbourne.

Although median housing values are lower in Brimbank than metropolitan Melbourne overall, residential property values in Brimbank have experienced strong price growth, with house prices increasing by more than 6% per annum over the period and vacant lot prices are considerably higher in Brimbank than the metropolitan median. Price growth has outpaced metropolitan Melbourne over the past decade, albeit starting from a lower base.

Particularly strong price has occurred since 2013, with the median house price increasing from $385,000 in 2013 to $623,000 in 2017 (an average increase of 13% per annum) and the median vacant lot price increasing from $275,500 in 2015 to $573,500 in 2019 (20% increase per annum).

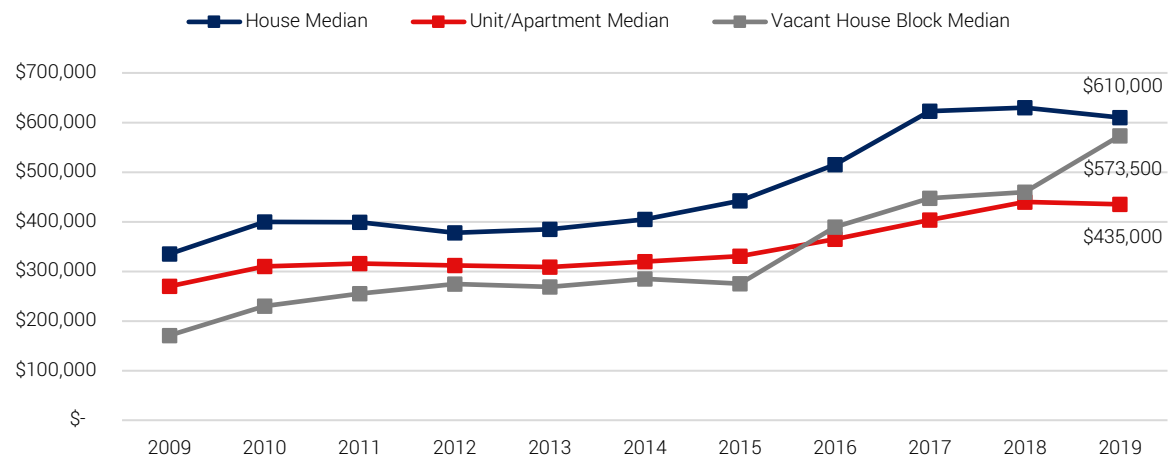
Given that the previous Housing Strategy was prepared in 2014, the implications of the strong price growth in subsequent years should be a focus of the current Strategy.

T55. MEDIAN PROPERTY PRICES, BRIMBANK, 2009 TO 2019

Suburb	Property Type	2009	2019	Change (No.)	AAGR %
City of Brimbank	House	$335,200	$610,000	+$274,800	6.2%
	Unit	$270,000	$435,000	+$165,000	4.9%
	Vacant	$171,000	$573,500	+$402,500	12.9%
Metropolitan Melbourne	House	$418,250	$720,000	+$301,750	5.6%
	Unit	$385,000	$565,000	+$180,000	3.9%
	Vacant	$166,000	$319,500	+$153,500	6.8%

Source: A Guide to Property Values, Valuer General, 2020.

F55. MEDIAN PROPERTY PRICES, BRIMBANK, 2009 TO 2019



Source: A Guide to Property Values, Valuer General, 2020.

6.6. PROPERTY VALUES, DISTRICTS

6.6.1. SUNSHINE

In the Sunshine district, the suburb of Sunshine has the highest median house price ($720,000), followed by Albion ($675,000), Sunshine West ($635,000) and Sunshine North ($630,000).

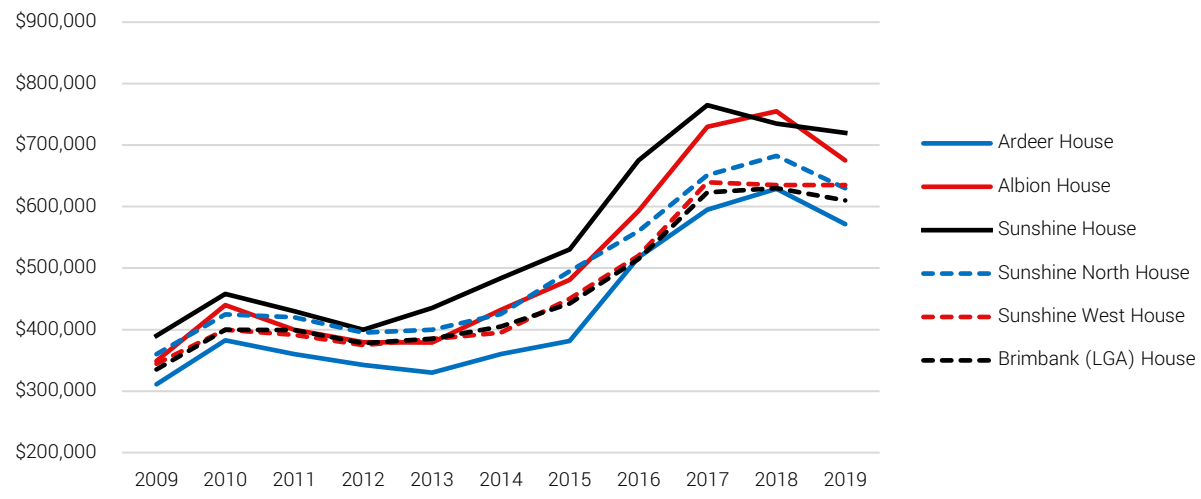
Each suburb within the district has attracted strong house price growth of between 6% and 7% per annum. Generally, house and unit prices in Sunshine are higher compared with Brimbank.

T56. SUNSHINE MEDIAN PROPERTY PRICES, 2009 TO 2019

Suburb	Property Type	2009	2019	Change #	AAGR%
Ardeer	House	$311,000	$571,500	$260,500	6.3%
	Unit	$305,000	$531,000	$226,000	5.7%
Albion	House	$349,000	$675,000	$326,000	6.8%
	Unit	$214,000	$261,000	$47,000	2.0%
Sunshine	House	$390,000	$720,000	$330,000	6.3%
	Unit	$260,000	$390,000	$130,000	4.1%
Sunshine North	House	$360,000	$630,000	$270,000	5.8%
	Unit	$250,000	$512,000	$262,000	7.4%
	Vacant	$235,000	$434,000	$199,000	6.3%
Sunshine West	House	$344,500	$635,000	$290,500	6.3%
	Unit	$292,500	$480,000	$187,500	5.1%
City of Brimbank	House	$335,200	$610,000	$274,800	6.2%
	Unit	$270,000	$435,000	$165,000	4.9%
	Vacant	$171,000	$573,500	$402,500	12.9%

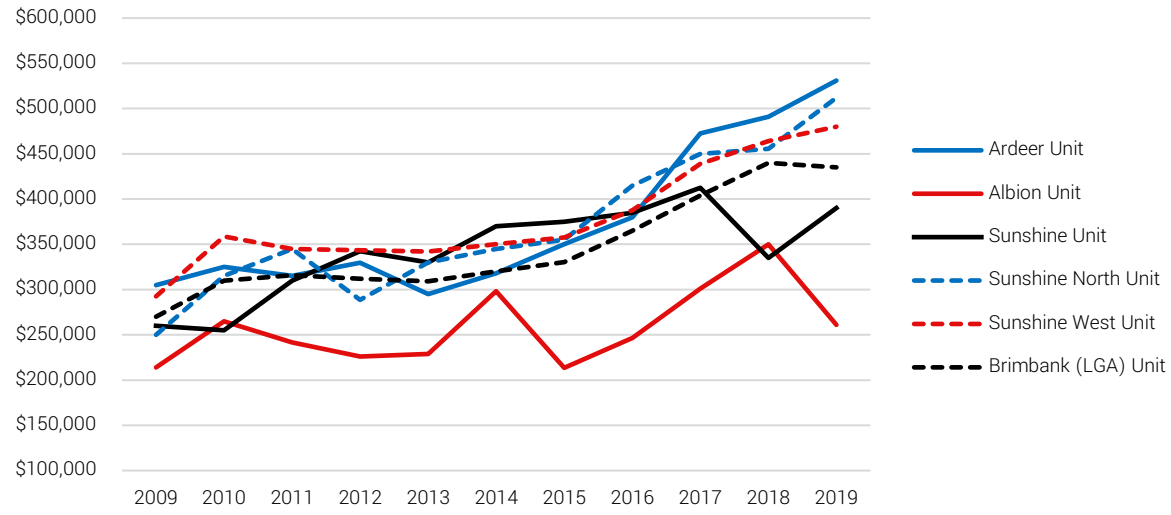
Source: A Guide to Property Values, Valuer General, 2020.

F56. MEDIAN HOUSE PRICES, SUNSHINE, 2009 TO 2019



Source: A Guide to Property Values, Valuer General, 2020.

F57. MEDIAN UNIT/APARTMENT PRICES, SUNSHINE, 2009 TO 2019



Source: A Guide to Property Values, Valuer General, 2020.

6.6.2. SYDENHAM AND TAYLORS LAKES

In the Sydenham and Taylors Lakes district, the suburb of Taylors Lakes has the highest median house price ($748,000), followed by Sydenham ($599,000) and Delahey ($530,000). Each suburb within the district has experienced house price growth of between 5% and 6% per annum.

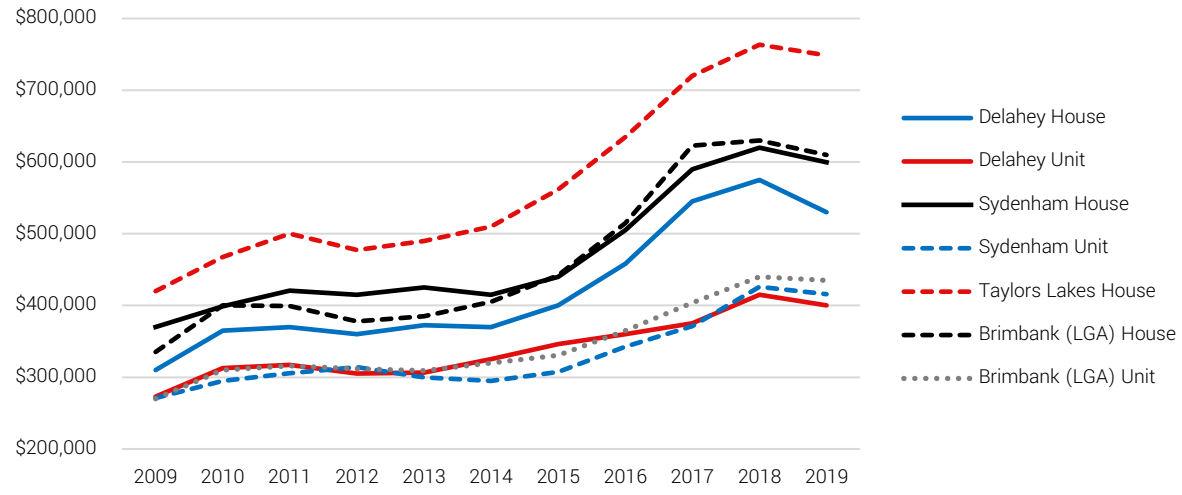
Unit prices in Delahey and Sydenham are slightly lower compared with Brimbank.

T57. MEDIAN PROPERTY PRICES, SYDENHAM, 2009 TO 2019

Suburb	Property Type	2009	2019	Change (#)	AAGR %
Delahey	House	$310,000	$530,000	$220,000	5.5%
	Unit	$273,000	$400,000	$127,000	3.9%
Sydenham	House	$370,000	$599,500	$229,500	4.9%
	Unit	$271,000	$416,000	$145,000	4.4%
Taylors Lakes	House	$420,000	$748,500	$328,500	5.9%
City of Brimbank	House	$335,200	$610,000	$274,800	6.2%
	Unit	$270,000	$435,000	$165,000	4.9%
	Vacant	$171,000	$573,500	$402,500	12.9%

Source: A Guide to Property Values, Valuer General, 2020.

F58. MEDIAN PROPERTY PRICES, SYDENHAM, 2009 TO 2019



Source: A Guide to Property Values, Valuer General, 2020.

6.6.3. KEILOR

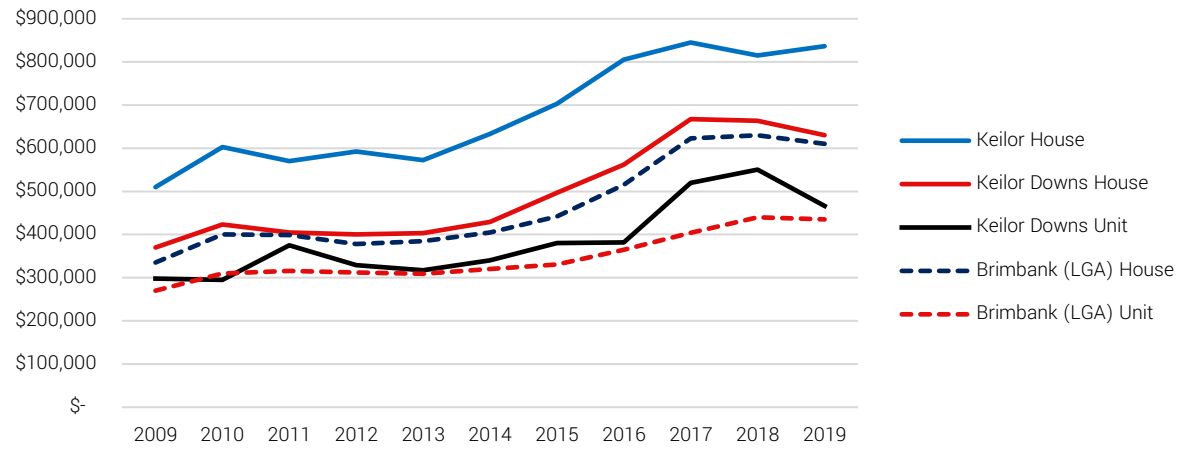
The suburb of Keilor has the highest median house price ($836,000) in Brimbank and is more than one-third (+$200,000) higher than the Brimbank median.

T58. MEDIAN PROPERTY PRICES, KEILOR, 2009 TO 2019

Suburb	Property Type	2009	2019	Change (No.)	AAGR%)
Keilor	House	$510,000	$836,500	+$326,500	+5.1%
Keilor Downs	House	$370,000	$630,000	+$260,000	+5.5%
	Unit	$298,000	$466,000	+$168,000	+4.6%
City of Brimbank	House	$335,200	$610,000	+$274,800	+6.2%
	Unit	$270,000	$435,000	+$165,000	+4.9%
	Vacant	$171,000	$573,500	+$402,500	+12.9%

Source: A Guide to Property Values, Valuer General, 2020.

F59. MEDIAN PROPERTY PRICES, KEILOR, 2009 TO 2019



Source: A Guide to Property Values, Valuer General, 2020.

6.6.4. DEER PARK

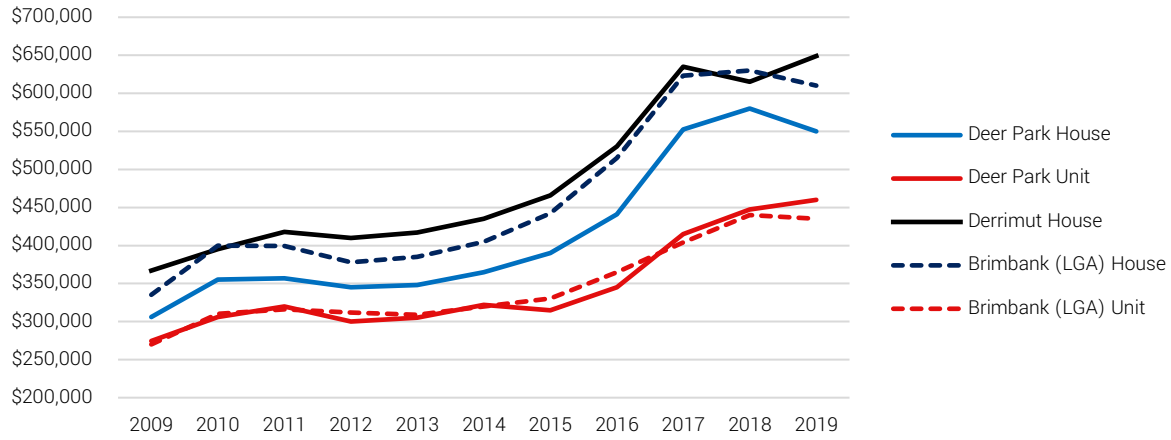
In the Deer Park district, the suburb of Derrimut has a higher median house price ($649,000) than Deer Park ($550,000). Both suburbs in the district have experienced house price growth in the order of 6% per annum.

T59. MEDIAN PROPERTY PRICES, DEER PARK, 2009 TO 2019

Suburb	Property Type	2009	2019	Change (No.)	AAGR%)
Deer Park	House	$306,000	$550,000	+$244,000	6.0%
	Unit	$274,500	$460,000	+$185,500	5.3%
Derrimut	House	$367,000	$649,000	+$282,000	5.9%
City of Brimbank	House	$335,200	$610,000	+$274,800	6.2%
	Unit	$270,000	$435,000	+$165,000	4.9%
	Vacant	$171,000	$573,500	+$402,500	12.9%

Source: A Guide to Property Values, Valuer General, 2020.

F60. MEDIAN PROPERTY PRICES, DEER PARK, 2009 TO 2019



Source: A Guide to Property Values, Valuer General, 2020.

6.6.5. ST ALBANS

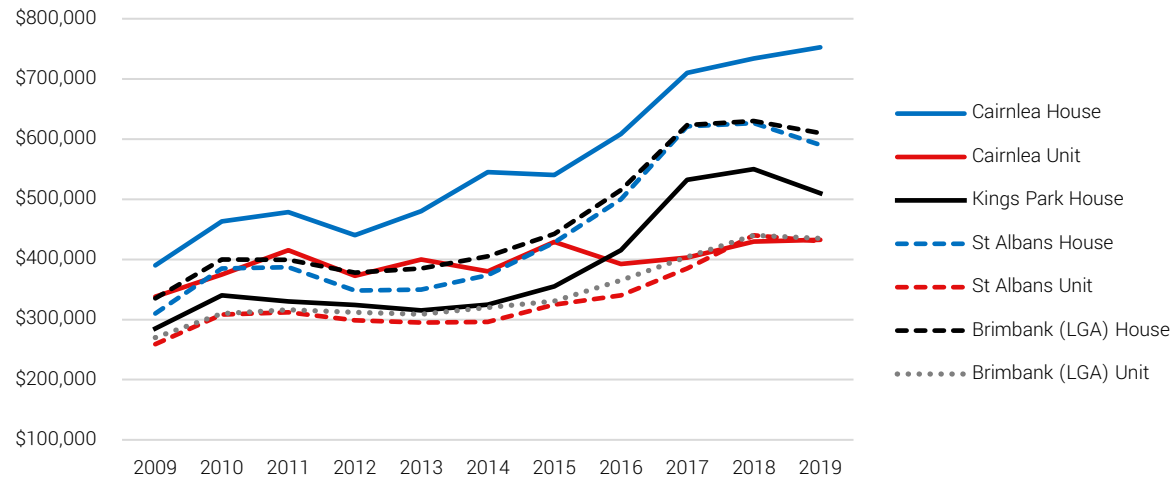
In the St Albans district, the suburb of Cairnlea has the highest median house price ($752,000), followed by St Albans ($590,000) and Kings Park ($510,000). Each suburb in the district has experienced house price growth above 6% per annum.

T60. MEDIAN PROPERTY PRICES, ST ALBANS, 2009 TO 2019

Suburb	Property Type	2009	2019	Change (No.)	AAGR%)
Cairnlea	House	$390,000	$752,500	$362,500	6.8%
	Unit	$338,000	$432,500	$94,500	2.5%
Kings Park	House	$285,000	$510,000	$225,000	6.0%
St Albans	House	$310,000	$590,000	$280,000	6.6%
	Unit	$259,000	$430,000	$171,000	5.2%
	Vacant	$178,000	$468,500	$290,500	10.2%
City of Brimbank	House	$335,200	$610,000	$274,800	6.2%
	Unit	$270,000	$435,000	$165,000	4.9%
	Vacant	$171,000	$573,500	$402,500	12.9%

Source: A Guide to Property Values, Valuer General, 2020.

F61. MEDIAN PROPERTY PRICES, ST ALBANS, 2009 TO 2019



Source: A Guide to Property Values, Valuer General, 2020.

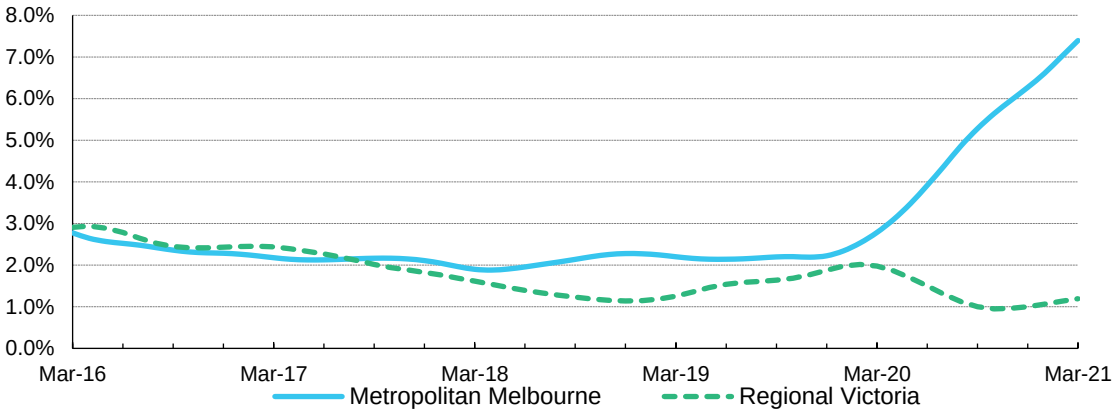
6.7. RENTAL REPORT

The Victorian Rental Report is published by the Department of Health and Human Services on a quarterly basis. The Report provides key statistics on the private rental market in Victoria.

6.7.1. VACANCY RATE

Figure 62 shows the trend vacancy rate over the past five years for metropolitan Melbourne and regional Victoria. Following a period of very low rental vacancies of less than 3% from 2016 to 2020, the vacancy rate for metropolitan Melbourne increased to 7.4% in March 2021, the highest rate since the series began in 1999. This is likely a result of the COVID-19 pandemic impacting population growth and subsequent demand for rental properties, especially from international students in inner areas of Melbourne.

F62. RENTAL VACANCY RATE, METROPOLITAN MELBOURNE – REGIONAL VICTORIA



Source: Victorian Rental Report, Department of Health and Human Services, March 2021.

6.7.2. MEDIAN RENT

Median rent price data for Brimbank is captured within the western Melbourne region. As at March 2021:

- The median rent was $380 per week, slightly lower than the metropolitan average ($400 pw);
- The median rent price in western Melbourne did not change over the previous year, along with northern Melbourne and outer eastern Melbourne.
- Median rents across inner Melbourne declined over the previous 12 months, with inner Melbourne declining by 19%, indicating that the western region rental market has been less impacted by the COVID pandemic than the inner areas of Melbourne.

T61. MEDIAN RENTS, METROPOLITAN MELBOURNE, MARCH 2021

Region	Median Rent	Annual Change
Inner Melbourne	$395	-19.4%
Inner Eastern Melbourne	$440	-6.4%
Southern Melbourne	$450	-6.3%
Western Melbourne	**$380**	**0%**
North Western Melbourne	$400	0%
North Eastern Melbourne	$400	0%
Outer Eastern Melbourne	$420	0%
South Eastern Melbourne	$380	0%
Mornington Peninsula	$410	3.8%

Source: Victorian Rental Report, Department of Health and Human Services, March 2021

In Brimbank, the median rent for a flat/unit ranges from $240 to $330 per week and between $350 and $370 per week for a house.

Median flat/unit rents have declined over the past 12 months, with median house rents unchanged. This is a further indication that rental demand across the local apartment market is relatively weak compared with demand for separate houses.

T62. MEDIAN RENTS BY PROPERTY TYPE, BRIMBANK, MARCH 2021

Area	1 Bed Flat			2 Bed Flat			2 Bed House			3 Bed House		
	Count	Median	Annual % change	Count	Median	Annual % change	Count	Median	Annual % change	Count	Median	Annual % change
Brimbank	54	$240	-4.0%	172	$330	-2.9%	138	$370	0.0%	51	$350	0.0%

Source: Victorian Rental Report, Department of Health and Human Services, March 2021.

6.7.3. NEW LETTINGS

The number of new lettings indicates of the overall availability of rental housing for a specific period. A new letting can result from two main sources: turnover in existing rental housing or new additions to the stock of rental housing. The total number of new lettings as at March 2021 across metropolitan Melbourne is summarised in Table 63. Western Melbourne experienced a 2.7% decline in new lettings between March 2020 and 2021; down to 7,456. This shows that the availability of rental stock in Brimbank has fallen.

The downward trend is consistent with other metropolitan areas, except for Inner Melbourne, which saw a 21% increase in lettings.

T63. NEW LETTINGS, METROPOLITAN MELBOURNE, MARCH 2021

Region	March 2020	March 2021	Change
Inner Melbourne	20,525	16,973	20.9%
Inner Eastern Melbourne	7,485	7,845	-4.6%
Southern Melbourne	4,831	4,978	-3.0%
Western Melbourne	**7,251**	**7,456**	**-2.7%**
North Western Melbourne	5,218	5,321	-1.9%
North Eastern Melbourne	4,737	5,082	-6.8%
Outer Eastern Melbourne	1,897	2,215	-14.4%
South Eastern Melbourne	3,742	4,654	-19.6%
Mornington Peninsula	1,572	2,109	-25.5%

Source: Victorian Rental Report, Department of Health and Human Services, March 2021

6.7.4. RENTAL BONDS

As at March 2021, the total number of active rental bonds in Brimbank was around 16,000. Although the rental market contracted over the past 12 months due to COVID pandemic, the longer 5-year trend shows that active bonds are up by 8%, indicating moderate growth in the number of renting households since 2016.

T64. RENTAL BONDS, BRIMBANK, 5 YEAR CHANGE

LGA	March 2021	% change	
		1 year	5 years
Brimbank	16,008	-3.6%	8.1%

Source: Victorian Rental Report, Department of Health and Human Services, March 2021.

6.8. HOUSING AFFORDABILITY

Housing affordability generally refers to the relationship between the cost of hosing (prices, mortgage payments or rents) and household incomes. Many factors impact the supply, demand and cost of housing, including economic conditions, interest rates, population growth, demographic changes, construction/development costs and wage growth.

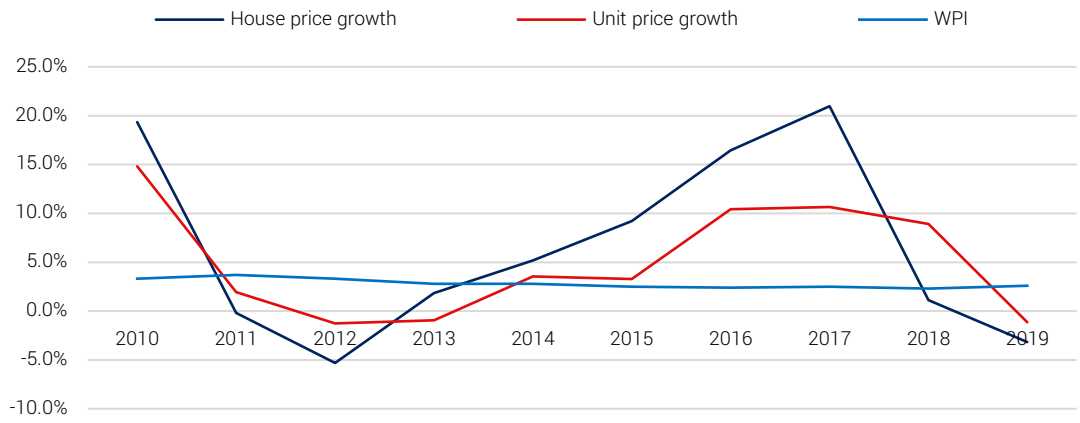
This section assesses housing affordability in Brimbank, with a specific focus on house/unit price and rental trends, and the cost of housing in Brimbank relative to household incomes.

6.8.1. HOUSE AND UNIT PRICE GROWTH RELATIVE TO WAGE GROWTH

Figure 63 shows annual house and unit price growth in Brimbank compared with the Wage Price Index (WPI) between 2010 and 2019. Over the period, Brimbank's house prices have increased at an average of 6.5% per annum and unit prices have increased at an average of 5% per annum. This is notably higher compared with the average annual WPI of 2.8% per annum, demonstrating that income growth is not increasing in proportion with residential property prices, impacting the capacity of households to afford the cost of housing (rent or purchase) as a result.

It is noted that the WPI is an average across Victoria and the wage trend for Brimbank residents may differ.

F63. HOUSE AND UNIT PRICE GROWTH COMPARED WITH WAGE GROWTH



Source: A Guide to Property Values, Valuer General, 2010-2019 / Wage Price Index, ABS 2010-2019

6.8.2. HOUSING AFFORDABILITY RELATIVE TO INCOME

Whilst Brimbank is a more affordable place to purchase and rent a house and unit compared with many other parts of metropolitan Melbourne, it is useful to evaluate housing affordability relative to local household income. A commonly applied measure to assess housing affordability is the 30% rule, a measure which is commonly applied as part of lending criteria for housing loans.

This benchmark for affordability assumes that if a household is dedicating less than 30% of its income towards housing payments, then the housing is considered affordable.

To understand the extent to which Brimbank households meet the 30% rule, household income data has been collected to estimate the overall borrowing capacity across income deciles. The results provide an overall estimate for a loan and deposit value that is deemed affordable across each income decile.

Table 65 summarises the income deciles in Brimbank and estimates the capacity to borrow finance based on an 80% loan to value ratio (LVR). Table 65 compares the income deciles with the median house and unit price (buy and rent) in Brimbank to assess the financial capacity of Brimbank residents to purchase or rent a dwelling.

Key observations are as follows:

- Based on the 2019 median house price, households in the top 40% of income earners in Brimbank (i.e., 6th decile and above) would have housing repayments of less than 30% of their income, while a median house would be classified as unaffordable for the bottom 50% of household incomes.
- Households in the top 50% of income earners could purchase a median unit (at the 2019 median price) within 30% of household income, with all households on lower incomes not able to purchase a unit based on the affordability benchmark.
- Households in the top 50% of income earners can afford the median rent at 30% of income, while for the bottom 50% of earners, the median rent is unaffordable.

It is important to note that these results are based on 2019 indicators and current interest rates which are at record lows. House prices are increasing strongly in 2021 and are projected to continue to rise, interest rates are expected to increase in the medium term and wage growth is weak – the combination of these factors is likely to result in an ongoing deterioration in housing affordability across Brimbank over the coming years. This is discussed further in section 6.8.4.

T65. BRIMBANK HOUSEHOLD INCOME DECILES AND RESIDENTIAL BORROWING/SPENDING CAPACITY

Income Decile	Weekly Household Income (average)*	Annual net Income (after tax)	30% of net Income (annual)	Weekly Housing Spend available at 30% of income	House price attainable with repayments at 30% of income
1st	$209	$10,845	$3,253	$63	$91,243
2nd	$536	$26,047	$7,814	$150	$219,153
3rd	$780	$36,987	$11,096	$213	$311,198
4th	$968	$42,439	$12,732	$245	$357,066
5th	$1,210	$50,935	$15,281	$294	$428,553
6th	$1,479	$60,376	$18,113	$348	$507,982
7th	$1,877	$74,322	$22,297	$429	$625,324
8th	$2,421	$91,803	$27,541	$530	$772,402
9th	$2,959	$109,425	$32,828	$631	$920,670
10th	$4,376	$227,552	$45,617	$877	$1,279,357

Source: Urban Enterprise 2021, derived from weekly median income, ABS 2016, interest rate RBA 2021
* income sourced from 2016 Census, ABS (indexed to 2019 dollars via WPI)

T66. HOUSING (HOUSE, UNIT) AFFORDABILITY RELATIVE TO INCOME DECILES, BRIMBANK

Brimbank	Median price (2019)	Loan value (80% loan to value ratio)	Weekly Payment Required*	Weekly Household Income Required @ 30% spend	Estimated Income Decile Required
House, buy	$610,000	$488,000	$416	$1,387	7th +
Unit, buy	$435,000	$348,000	$297	$990	6th +
House/unit, rent	$380 per week		$380	$1,267	6th +

Source: Urban Enterprise 2021
* calculated using an 80% loan to value ratio and adopting bank interest rates as at June 2021, Westpac.

6.8.3. RENTAL MARKET AFFORDABILITY

DHHS collects data on the proportion of rentals across Victoria which are considered 'affordable' based on the benchmark of 30% of gross income spent on rent.

Table 67 shows the current proportion of rentals classified as affordable in Brimbank, Western Melbourne and metropolitan Melbourne. Overall, only 15% of rentals in Brimbank are classified as affordable. Although this is considerably higher than the metropolitan average of 6%, this level of rental affordability is very low and cause for concern given the importance of the rental market in the municipality and the low incomes and high disadvantage across many parts of Brimbank.

Rental affordability is greater for larger dwellings in Brimbank (especially houses with 4 or more bedrooms), however affordability is particularly low for smaller dwellings with 1 or 2 bedrooms.

Figure 64 shows that the overall proportion of rental dwellings in Brimbank classified as affordable has declined considerably, from 80% in 2006 to just 15% in 2021. Rental affordability has decreased even since the previous housing strategy was prepared in 2014, at which point approximately 30% of rentals were classified as affordable.

T67. AFFORDABLE LETTINGS BY DWELLING SIZE, METROPOLITAN MELBOURNE, MARCH 2021

Region	1 bed	2 bed	3 bed	4+ bed	Total
Brimbank	1.8%	6.7%	17.9%	23.6%	15.4%
Western Melbourne	2.2%	3.7%	20.5%	52.9%	26.6%
Metropolitan Melbourne	0.5%	1.5%	7.2%	24.8%	5.9%

Source: Victorian Rental Report, Department of Health and Human Services, March 2021.

F64. PROPORTION OF RENTALS CATEGORISED AS AFFORDABLE, BRIMBANK, 2000 - 2021



Source: Victorian Rental Report, Department of Health and Human Services, March 2021.

6.8.4. DISCUSSION

House and unit prices in Brimbank are more affordable compared with neighbouring municipalities within the inner metropolitan region (e.g., Moonee Valley, Maribyrnong, Moreland), a factor which is likely to continue to attract certain market segments to the municipality's housing offer.

It is important to note that, similar to most established parts of Melbourne, housing in Brimbank is unaffordable to purchase for low to middle income earners in the area and only 15% of rental housing is classified as affordable. The affordability of both purchase prices and rents is decreasing over time. This is a challenge that the housing strategy should closely consider, in particular as it relates to districts with lower household incomes and higher levels of socio-economic disadvantage such as Sunshine and St Albans.

Melbourne has experienced strong house and unit price growth throughout 2021 and is expected to continue in 2022. If housing prices continue to increase at a higher rate than wages (and interest rates increase as predicted), housing affordability will decline further, and home ownership is likely to fall as a result.

6.9. KEY POINTS

- **Over the medium term, an average of 749 dwellings have been approved for construction in Brimbank per annum. 'House' approvals are declining, and 'other dwelling' approvals are increasing, reflecting the lack of large sites and increasing urban intensification.**
- **Sunshine and St Albans are the primarily locations of dwelling growth, and the majority of approvals have occurred in NRZ and GRZ, not in the zones designed to accommodate higher density development such as the ACZ and RGZ.**
- **Although housing prices in Brimbank are generally lower than in neighbouring areas, affordability relative to incomes is decreasing and those on lower and middle incomes are expected to experience affordability challenges when seeking to purchase property in the area.**
- **Rental affordability has decreased dramatically in Brimbank over recent years – only 15% of the municipal rental stock is now classified as 'affordable'. Given the increasing importance of the rental market as the fastest growing tenure of households, coupled with relatively low incomes and high levels disadvantage, addressing rental affordability is a critical issue for the housing strategy.**
- **Housing affordability is expected to decline further over the planning period of the Strategy, with a projected increase in housing values, low wage growth and increasing interest rates.**
- **There are substantial variations in housing prices across the municipality – prices in Keilor, Taylors Lakes, Cairnlea and Sunshine are considerably higher than St Albans, Deer Park, Ardeer, Delahey and Kings Park.**

HOUSING NEED

The main driver of housing demand is population growth. To broadly understand the scale and location of housing requirements in Brimbank, population and dwelling growth scenarios have been assessed in this section.

7. HOUSING NEED

7.1. POPULATION AND DWELLING PROJECTION SCENARIOS

Housing need is driven by a range of factors, including household formation, migration and population growth. Each of these factors can be assessed by reference to population, dwelling and demographic projections.

The following two sources of population and dwelling projection scenarios have been assessed:

1. Victorian in Future (VIF) – VIF is the official State Government population projection. The VIF model is based on a 'top down' approach that estimates the future size, distribution and composition of the population, which has regard to historical and projected demographic trends.
2. Forecast Id - The Forecast Id model for small areas is based on a 'bottom-up' approach. The components of the model are derived exclusively from housing and demographic assumptions. The drivers of the forecasts are based on new residential development and demographic assumptions, such as in and out migration rates.

VIF projections were published in July 2019 and Forecast Id projections were published in May 2021, meaning that Forecast Id's were prepared after the impacts of the Covid-19 pandemic became known. This section considers the findings of each projection, along with further analysis of potential population growth and housing implications based on the Annual Population Statement prepared by the Federal Government.

7.2. IMPACT OF COVID-19 ON NATIONAL AND STATE POPULATION GROWTH RATES

Federal population projections are regularly prepared at the Federal level for various purposes. The Annual Population Statement 2020, published by the Australian Government Centre for Population, provides recently prepared estimates which have regard to the implications of Covid-19 on national population growth rates.

Three population scenarios were considered by Statement:

1. Central Case - Nationally consistent population projections that take account of COVID-19. It sets out the best estimates of Australia's future population, projected out to 2031. This is known as the 'central case'.
2. 'Pre-COVID-19' - Estimates what the future population may have been in the absence of COVID-19. This approach allows separation of the likely effects of COVID-19 on the future population from trends that were apparent irrespective of the pandemic.
3. Extended Restrictions Scenario - Projects what the future population might look like if some of the restrictions to manage the pandemic are extended beyond those in the central case by a further 12 months. This approach shows how a change to the assumptions in the central case could affect the national population.

Key observations are as follows:

- Australia's population growth is projected to slow to its lowest rate in over 100 years, falling from 1.2% in 2019-20 to 0.2% in 2020-21 and 0.4% in 2021-22 (see Table 67).
- Annual growth is projected to increase to around 1.3% by 2023-24 and then slow to around 1.2% by the end of the projection period.
- The slower growth is a result of existing trends combined with the effects of the COVID-19 pandemic, although the latter dominates in the near term.

T68. SUMMARY OF POPULATION PROJECTIONS, AUSTRALIA, 2019 TO 2031

Scenario	Components	2019 to 2020	2020 to 2021	2021 to 2022	2022 to 2023	2023 to 2024	2030 to 2031
Central Case	Population at Start of Year (M)	25.4	25.7	25.7	25.8	26.0	28.4
	Population at End of Year (M)	25.7	25.7	25.8	26.0	26.4	28.8
	Natural Increase ('000)	139	128	120	124	129	112
	Net Overseas Migration ('000)	154	-72	-22	96	201	235
	Population Growth (%)	**1.2%**	**0.2%**	**0.4%**	**0.9%**	**1.3%**	**1.2%**
Pre-COVID-19 Scenario	Population at end of year (M)	25.7	25.7	25.8	26.0	26.4	28.8
	Population Growth	**1.5%**	**1.5%**	**1.5%**	**1.4%**	**1.4%**	**1.3%**
Extended Restrictions Scenario	Population at end of year (M)	25.7	25.7	25.8	25.9	26.1	28.5
	Population Growth (%)	**1.1%**	**0.2%**	**0.3%**	**0.4%**	**1.1%**	**1.2%**

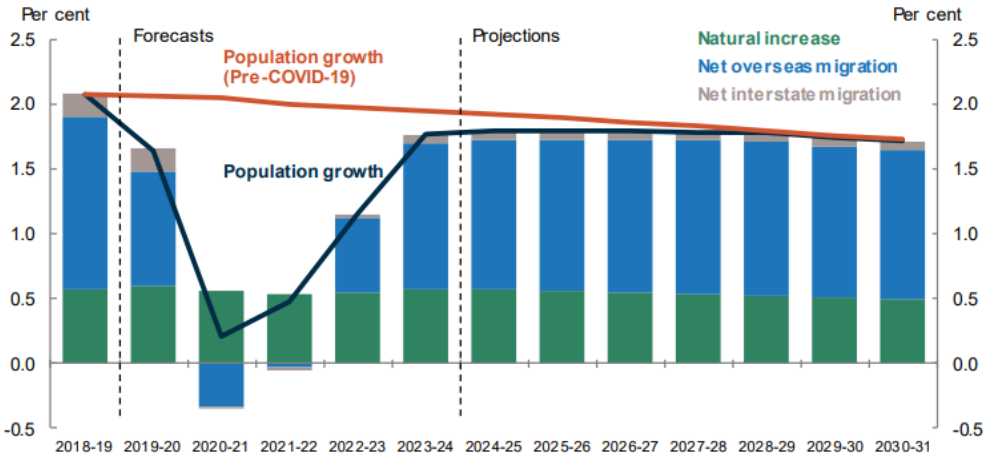
Source: Annual Population Statement 2020, Australian Government Centre for Population, December 2020, Page 51 and 52.

STATE PROJECTIONS

Victoria has experienced the highest net loss of overseas and interstate migration during the pandemic. However, population growth is projected to rebound strongly, and is predicted to achieve its highest growth rate by 2022-23. The following indicators and projections are relevant:

- Population growth in Victoria is projected to drop from 2.1% in 2019 to 0.2% in 2021 (Figure 63).
- As travel restrictions ease and the economy recovers, Victoria's population growth is projected to recover to 0.5% in 2021-22 and then to 1.8% in 2023-24.
- Net overseas migration is projected to be negative in 2020-21 and 2021-22, impacted by the departure of international students and temporary migrants. However, the trend is forecast to reverse from 2022-23, with a sharp increase in net overseas migration driven by students and permanent migrants forecast to lift Victoria's population growth significantly.
- Victoria's population is projected to increase from 6.6 million in June 2019 to reach 7.9 million by 30 June 2031. The state's population growth rate in a pre-COVID-19 scenario is projected to have been around 2% until 2023-24 before gradually declining. As a result, Victoria's population is expected to be 5% lower by 2031, compared to pre-COVID-19 projections.

F65. FUTURE POPULATION GROWTH AND COMPONENTS – VICTORIA – 2019 TO 2031



Source: Australian Bureau of Statistics, National, State and Territory Population, March 2020) Centre for Population Projections

7.3. POPULATION PROJECTIONS, BRIMBANK

VIF and Forecast ID population projections for Brimbank are summarised in Table 69 and Figure 66. The following observations are made:

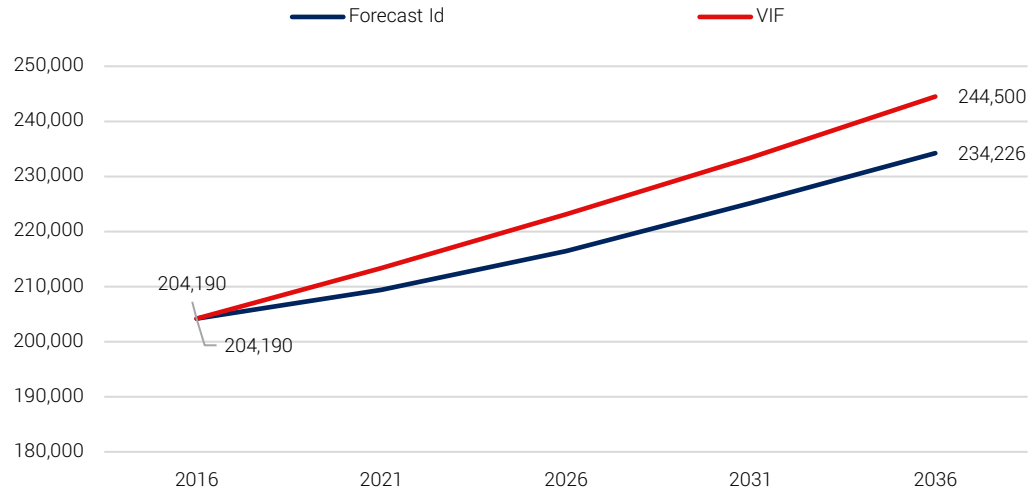
- According to VIF, Brimbank's population is projected to increase from approximately 213,000 in 2021 to 244,500 by 2036. This represents an increase of approximately 30,000 residents, adding an average of 2,000 residents per annum.
- According to Forecast Id, Brimbank's population is projected to increase from 210,000 in 2021 to approximately 234,000 by 2036. This represents an increase of approximately 24,000 residents, adding an average of 1,600 residents per annum.
- Forecast Id's population projections for Brimbank are lower compared with VIF. This is to be expected, given that Forecast Id's population projections were prepared in May 2021, and therefore have regard to the Covid-19 impact on growth rates; in particular, overseas migration.

T69. POPULATION FORECAST, BRIMBANK, 2016 TO 2036

Source	Region	2016	2021	2026	2031	2036	2041*	Change (2016-36)	Change % (2016-36)	AAGR
VIF 2019	Brimbank LGA	204,190	213,357	223,102	233,388	244,500		+40,310	20%	0.9%
	Melbourne West SA4	762,558	901,059	1,036,122	1,173,143	1,311,809		+549,251	72%	2.7%
Forecast Id 2021	Brimbank LGA	204,190	209,422	216,448	225,142	234,226	243,386	+30,036	15%	0.7%

Source: Population Forecasts, Victoria in Future (VIF) 2019 and Forecast Id, City of Brimbank, 2021
* VIF population projections unavailable for 2041.

F66. POPULATION FORECAST, BRIMBANK, 2016 TO 2036



Source: Population Forecasts, Victoria in Future (VIF) 2019 and Forecast Id, City of Brimbank, prepared in May 2021

7.3.1. COMPONENTS OF CHANGE

The following tables provide an insight into VIF and Forecast Id's projections regarding the components of population change.

Key observations in respect of the VIF and Forecast Id projections are as follows:

- Both VIF and Forecast Id project that Brimbank will experience declining rates of natural increase.
- Forecast Id projects that Brimbank will experience a notable net loss of migrants in the period between 2016 and 2021.
- Forecast Id expects migration to rebound in the following period (2021-2026) but is still expected to experience a net loss.
- VIF projects a negligible net gain in migration between 2016 and 2021, followed by a long term period of increasing migration growth.

T70. COMPONENTS OF POPULATION CHANGE, BRIMBANK, 2016 TO 2036, VIF

Component	2016 to 2021	2021 to 2026	2026 to 2031	2031 to 2036	Total (2016-36)
Natural Increase	9,110	8,820	8,080	7,130	33,140
Net Migration	60	930	2,210	3,980	7,180
Total population Change	9,170	9,740	10,290	11,110	40,310

Source: Victoria in Future 2019, LGA Profiles 2019

T71. COMPONENTS OF CHANGE, BRIMBANK, 2017 TO 2041, FORECAST ID

Component	2016 to 2021	2021 to 2026	2026 to 2031	2031 to 2036	2036 to 2041	Total (2017-41)
Natural increase	8,663	7,889	7,405	7,058	6,883	37,898
Net migration	-3,731	-1,163	989	1,726	1,977	-202
Total population change	4,932	6,726	8,394	8,784	8,860	37,696

Source: Population and household forecasts, 2016 to 2041, prepared by .id (informed decisions), May 2021.

7.4. DWELLING PROJECTIONS, BRIMBANK

VIF and Forecast Id's dwelling projections for Brimbank are summarised in Table 72. The following observations are made:

- According to VIF, dwellings in Brimbank are projected to increase from approximately 75,000 in 2021 to 88,500 by 2036. This represents an increase of approximately 13,500 dwellings, adding an average of 900 dwellings per annum.
- According to Forecast Id, dwellings in Brimbank are projected to increase from 73,500 in 2021 to approximately 81,500 by 2036. This represents an increase of approximately 8,000 dwellings, adding an average of 530 dwellings per annum.
- Forecast Id dwelling projections are much lower compared with VIF.

T72. DWELLING PROJECTIONS, BRIMBANK, 2021 TO 2036

Source	Region	2016	2021	2026	2031	2036	2041*	Change (2016-36)	Change % (2016-36)	AAGR
VIF 2019	Brimbank LGA	70,493	75,240	79,799	83,972	88,458		+17,965	25%	1.1%
	Melbourne West SA4	270,999	320,681	372,244	425,245	481,637		+210,638	78%	2.9%
Forecast Id	Brimbank LGA	69,760	73,520	77,057	79,693	81,578	86,222	+11,818	17%	0.8%

Source: Dwelling Forecasts, Victoria in Future (VIF) 2019 and Forecast Id, City of Brimbank, 2021
* VIF population projections unavailable for 2041.

7.5. HOUSEHOLD COMPOSITION PROJECTIONS

Table 73 shows the projected change in household composition for Brimbank over the period 2021 – 2041. Key observations are as follows:

- The household types expected to experience the greatest increase are adult couples and singles.
- Families and one-parent families are each projected to increase over the period, albeit at lower percentage increases compared with smaller household types of couples and singles.

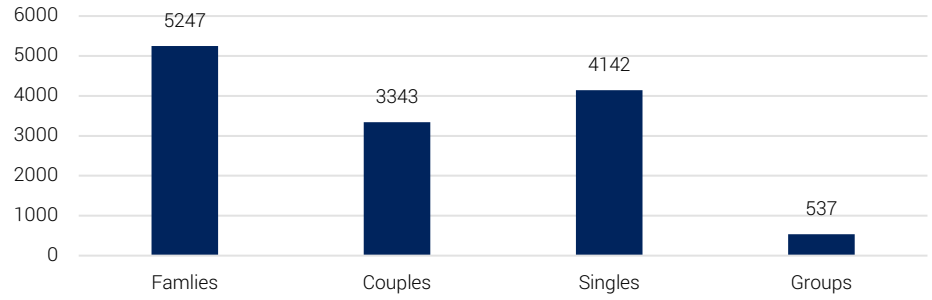
T73. PROJECTED CHANGE IN HOUSEHOLDS BY TYPE, BRIMBANK, 2021 TO 2041

Household type	2021	2041	Change	2021 %	2041 %	Change %
Families	26,007	28,779	2,772	37.4%	34.8%	-3%
One parent family	9,132	10,929	1,797	13.1%	13.2%	0%
Other families	4,157	4,835	678	6.0%	5.8%	0%
Group households	2,398	2,935	537	3.4%	3.5%	0%
Couples	15,049	18,392	3,343	21.6%	22.2%	+1%
Lone person households	12,774	16,916	4,142	18.4%	20.4%	+2%

Source: Forecast ID< 2021.

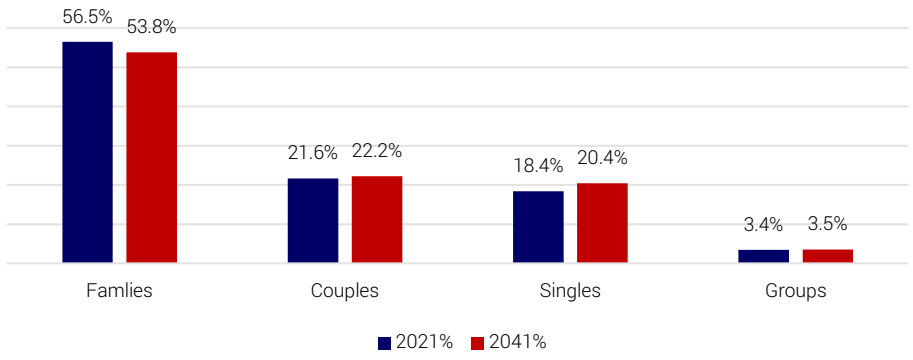
Figures 67 and 68 show the projected changes in terms of net additional households and proportion of all households in Brimbank, grouped into "families" (includes two parent families, single parent families and other families), adult couples, lone person households and group households. The figures demonstrate that the overall proportion of families is projected to decline slightly over the period, with a corresponding increase in the proportion of lone person households and couples.

F67. HOUSEHOLD COMPOSITION FORECAST, BRIMBANK, NET CHANGE 2021 TO 2041, FORECAST ID



Source: Household Composition Forecasts, Forecast Id, 2021.

F68. CHANGE IN HOUSEHOLD COMPOSITION PROPORTIONS, BRIMBANK, 2021 TO 2041, FORECAST ID



Source: Household Composition Forecasts, Forecast Id, 2021, Urban Enterprise.

7.6. POPULATION PROJECTIONS, DISTRICTS

7.6.1. VICTORIAN IN FUTURE

For Brimbank's districts, VIF projects that:

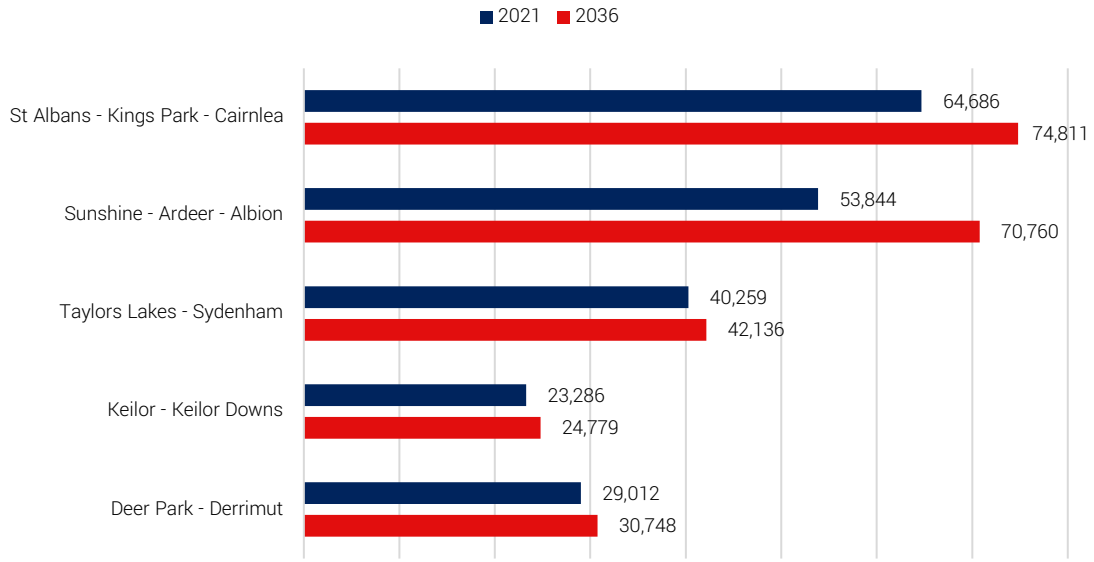
- Sunshine's population will increase by almost 17,000 residents between 2021 and 2036, and account for more than 50% of Brimbank's growth.
- St Albans population will increase by over 10,000 residents over the same period, and account for almost one-third of Brimbank's growth.
- The remaining districts will accommodate between 1,500 and 1,900 residents each to 2036 (5%-6% each).

T74. POPULATION PROJECTIONS, DISTRICTS, VIF, 2016 TO 2036

District	2021	2026	2031	2036	Change #	Change %	AAGR %	% of Brimbank's growth
St Albans	64,686	67,717	71,074	74,811	10,125	16%	1.0%	31%
Sunshine	53,844	59,144	64,818	70,760	16,916	31%	1.8%	53%
Sydenham and Taylors Lakes	40,259	40,693	41,295	42,136	1,877	5%	0.3%	6%
Keilor	23,286	23,704	24,185	24,779	1,492	6%	0.4%	5%
Deer Park	29,012	29,707	30,253	30,748	1,736	6%	0.4%	5%
Total	**211,088**	**220,964**	**231,625**	**243,233**	**32,145**	**15%**	**0.9%**	100%

Source: Population projections, Victoria in Future 2019

F69. POPULATION PROJECTIONS, DISTRICTS, VIF, 2016 TO 2036



Source: Population projections, Victoria in Future 2019

7.6.2. FORECAST ID

For Brimbank's districts, Forecast Id projects that:

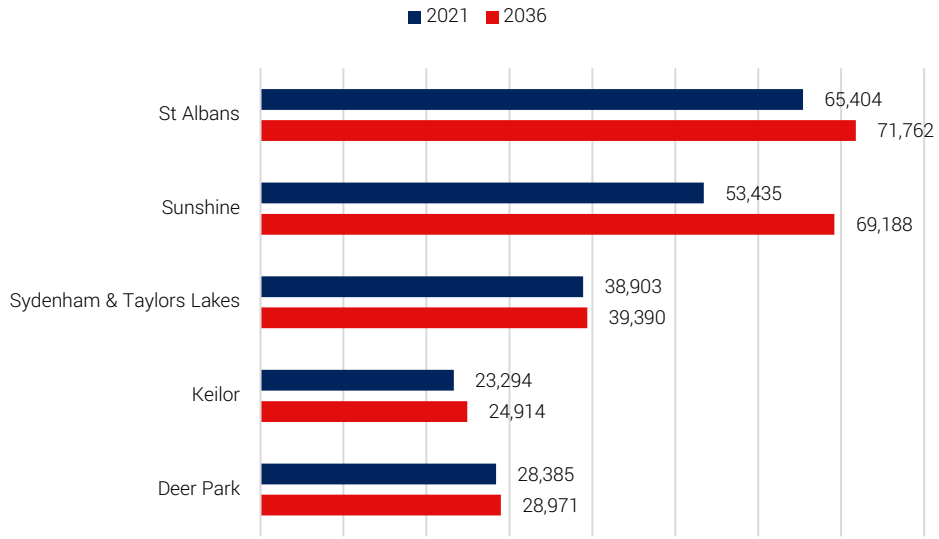
- Sunshine's population will increase by more than 21,000 residents between 2021 and 2041, and account for more than 60% of Brimbank's growth.
- St Albans population will increase by approximately 8,500 residents over the same period, and account for one-quarter of Brimbank's growth.
- The remaining districts will accommodate approximately 4,000 additional residents (in aggregate), with Keilor accommodating the majority of growth across these districts.

T75. POPULATION PROJECTIONS, DISTRICTS, FORECAST ID, 2021 TO 2041

District	2021	2026	2031	2036	2041	Change #	Change %	AAGR	% of Brimbank's growth
St Albans	65,404	67,100	69,459	71,762	73,942	8,538	13%	0.6%	25%
Sunshine	53,435	58,129	63,478	69,188	74,807	21,372	40%	1.7%	63%
Sydenham and Taylors Lakes	38,903	38,843	39,188	39,390	39,767	864	2%	0.1%	3%
Keilor	23,294	23,907	24,389	24,914	25,472	2,178	9%	0.4%	6%
Deer Park	28,385	28,469	28,626	28,971	29,398	1,013	4%	0.2%	3%
Total	**209,421**	**216,448**	**225,140**	**234,225**	**243,386**	**33,965**	**16%**	**0.7%**	**100%**

Source: Population projections, Forecast Id, projections prepared in 2021

F70. POPULATION PROJECTIONS, DISTRICTS, FORECAST ID, 2021 TO 2041



Source: Population projections, Forecast Id, projections prepared in 2021

7.7. DWELLING PROJECTIONS, DISTRICTS

7.7.1. VICTORIA IN FUTURE

For Brimbank's districts, VIF projects that:

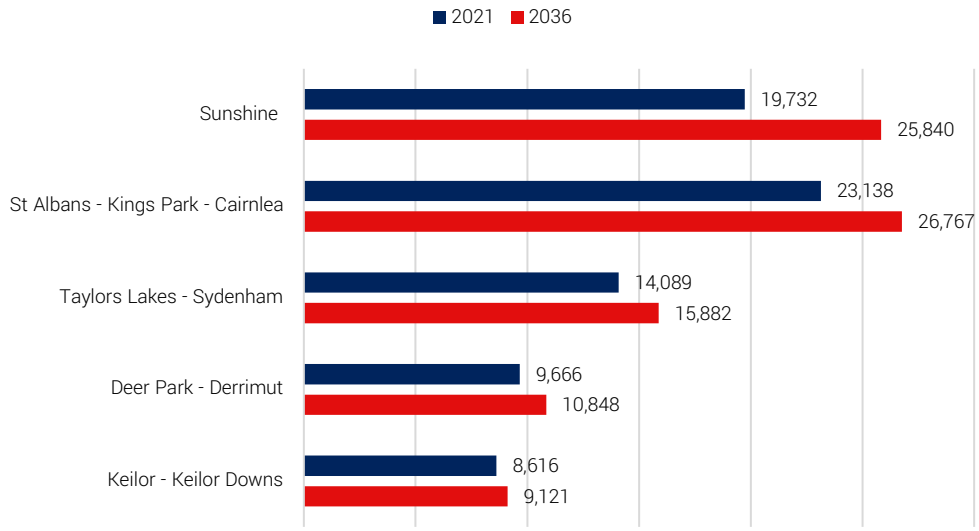
- Dwellings in Sunshine will increase by more than 6,000 between 2021 and 2036 (approx. 400 p.a.).
- Dwellings in St Albans will increase by approximately 3,600 over the same period (approx. 250 p.a.).
- Dwellings in Sydenham and Taylors Lakes will increase by almost 1,800 (approx. 120 p.a.).

T76. DWELLING PROJECTIONS, DISTRICTS, 2021 TO 2036

District	2021	2026	2031	2036	Change	AAG	AAGR	% of Total Catchment Growth
Sunshine	19,732	21,705	23,655	25,840	6,109	407	1.8%	46%
St Albans	23,138	24,436	25,551	26,767	3,630	242	1%	27%
Sydenham and Taylors Lakes	14,089	14,804	15,402	15,882	1,793	120	0.8%	14%
Keilor	9,666	10,052	10,410	10,848	1,182	79	0.8%	9%
Deer Park	8,616	8,801	8,953	9,121	505	34	0.4%	4%
Total	**75,241**	**79,798**	**83,971**	**88,458**	**13,219**	**881**	**1.1%**	

Source: Dwelling projections, Victoria in Future 2019

F71. DWELLING PROJECTIONS, DISTRICTS, VIF, 2021 TO 2036



Source: Dwelling projections, Victoria in Future 2019

7.7.2. FORECAST ID

For Brimbank's districts, Forecast Id projects that:

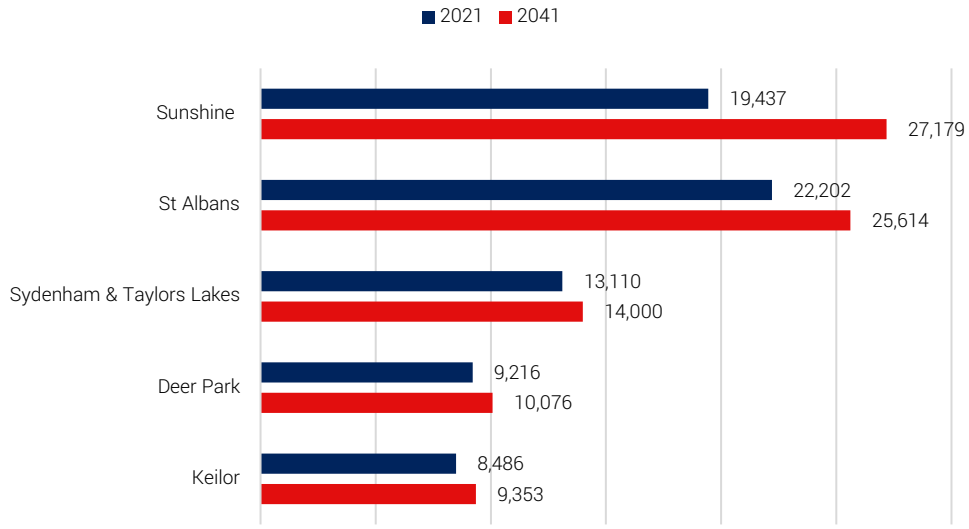
- Dwellings in Sunshine will increase by approximately 7,700 between 2021 and 2041 (approx. 390 p.a.).
- Dwellings in St Albans will increase by approximately 3,400 over the same period (approx. 170 p.a.).
- Dwellings in the remaining districts will increase by between 800 and 900 each (approx. 40-45 p.a.).

T77. DWELLING PROJECTIONS, DISTRICTS, FORECAST ID, 2021 TO 2041

District	2021	2026	2031	2036	2041	Change #	AAG	AAGR	% of Total Catchment Growth
Sunshine	19,437	20,904	22,829	24,989	27,179	7,742	387	1.7%	56%
St Albans	22,202	22,968	23,905	24,789	25,614	3,412	170	0.7%	25%
Sydenham and Taylors Lakes	13,110	13,355	13,655	13,830	14,000	890	44	0.3%	6%
Deer Park	9,216	9,431	9,646	9,861	10,076	860	43	0.4%	6%
Keilor	8,486	8,735	8,953	9,153	9,353	867	43	0.5%	6%
Total	**72,451**	**75,393**	**78,988**	**82,622**	**86,222**	**13,771**	**689**	**0.9%**	**100%**

Source: Dwelling projections, Forecast Id, projections prepared in 2021

F72. DWELLING PROJECTIONS, DISTRICTS, FORECAST ID, 2021 TO 2036



Source: Dwelling projections, Forecast Id, projections prepared in 2021

7.8. ESTIMATED DWELLING REQUIREMENTS

The variation in projection results in this section highlights the difficulty in estimating the scale, type and location of housing needs over long periods. A range of factors will influence housing needs across Brimbank over the planning period – initially, the economic and migration disruptions caused by the COVID-19 pandemic will be substantial but difficult to predict, and other unforeseen factors could impact demand over the medium to long term.

It is important that the housing strategy seeks to facilitate the provision of sufficient and appropriate housing based on current estimates. Given the substantial impacts of the COVID pandemic on migration and population growth, it is considered that the *Forecast Id* projections prepared for Council present the best current estimate of likely housing need over the foreseeable future.

Table 78 summarises the annual dwelling requirements according to the *Forecast Id* projection scenarios. Based on this projection scenario, an additional 13,771 dwellings will be required across Brimbank over the period 2021 – 2041, equating to 689 new dwellings per annum over the period.

The projections should be considered alongside other indicators such as development activity (e.g., dwelling approvals) and property market conditions (e.g., price trends), and should be monitored and adjusted as required.

Given that the current VIF projections estimate demand for 881 additional dwellings per annum, the use of higher growth scenarios should also be considered as part of the housing strategy. This will be particularly important if any of the following factors materialise:

- International borders and associated migration reopen earlier than currently predicted;
- Housing affordability continues to decline in inner municipalities, resulting in increased demand for relatively affordable housing in nearby areas such as Brimbank; and/or
- Other unforeseen factors result in a higher rate of population growth than projected, a circumstance which has regularly occurred over the recent medium term in most parts of Melbourne.

T78. POPULATION AND DWELLING PROJECTIONS

Brimbank	Forecast Id Scenario
Additional **population** (2021 to 2041)	33,964
Annual increase (ave)	1,698
Additional **dwellings** (2021 to 2041)	13,771
Annual increase (ave)	689
Ave household size	2.4

Source: Urban Enterprise 2021, derived from Forecast Id 2021.

7.9. KEY POINTS

- **Brimbank's population is projected to increase by approximately 34,000 residents (2021-41).**
- **In the short term, population growth is expected to be limited by a lack of net overseas migration, however population growth is projected to revert to pre-pandemic rates in the medium term.**
- **The housing strategy should plan to facilitate the provision of at least 14,000 additional dwellings by 2041.**
- **Projections show that Sunshine is expected to accommodate more than half of Brimbank's population and dwelling growth, with substantial growth also projected for St Albans. Other parts of the municipality, such as Sydenham, Deer Park and Keilor, are projected to experience only limited population growth, however this is influenced by the relative lack of new housing supply proposed in these areas.**
- **As a result of an ageing population and declining household sizes, household types with 1 or 2 members (single persons and adult couples) are expected to experience the greatest growth over the planning period. Families (including single parent families) are also expected to increase.**

HOUSING CAPACITY

This section provides an assessment of housing capacity in Brimbank. The assessment estimates the theoretical housing capacity, including infill development opportunities, major redevelopment sites and zones that permit residential development activity such as the ACZ, C1Z and MUZ.

8. HOUSING CAPACITY

8.1. INTRODUCTION

This section assesses the capacity of existing zoned land in Brimbank to accommodate additional housing over the Strategy period.

8.2. METHOD

To estimate the residential housing capacity in Brimbank, the following approach was adopted:

1. Broadhectare land supply and major redevelopment sites (UDP) - Identify broadhectare land supply and major redevelopment sites in Brimbank using the Urban Development Program (UDP). Identify the location and total dwelling yield across these sites;
2. Additional development sites - In consultation with Council, identify development sites that were not included in the UDP (prepared in 2019) or have since changed in terms of expected yield. Adopt the expected dwelling yield for these sites in place of any other modelled or UDP estimate (based on Council's information, including approved permits).
3. Activity Centre Zone – Council has prepared built form modelling for the Sunshine Metropolitan Activity Centre to estimate the net additional floorspace capacity of the centre. Urban Enterprise adapted the outcomes to sites with development potential based on a sub-precinct analysis. The result is an estimate of dwelling capacity across the Activity Centre Zone (ACZ) in the Sunshine MAC.
4. Comprehensive Development Zone (CDZ) – The CDZ applies to land around the Watergardens Shopping Centre. A site specific approach to estimated potential yield in this area was undertaken based on existing land uses, vacancies and policy objectives.
5. Commercial 1 Zone (C1Z) – The potential capacity of C1Z land was estimated based on an analysis of each site / precinct in the zone, taking into consideration existing land uses, vacancies, known proposals and planning controls.
6. Infill dwelling capacity (GRZ, NRZ, RGZ, MUZ) - Using Council's property rates database and a series of assumptions, the potential capacity of these residential zones to accommodate additional dwellings through re-subdivision was modelled. Any known yields of major developments captured in the UDP, or Council's major sites list replace the modelled results.
7. Total dwelling capacity - Combine the findings of the above steps to estimate total dwelling capacity.

The method and assumptions that have been adopted for the above steps are outlined throughout this section.

EXCLUSIONS

The estimates of housing capacity relate only to land that is currently zoned for residential purposes.

Various sites and precincts are currently under consideration for potential future residential zoning, including but not limited to the Sunshine Health, Wellbeing and Education Precinct (SHWEP), the Broadcast Australia site and the Ginifer Station Precinct. These precincts require further planning and policy support before residential development can be contemplated and any potential yields estimated, and as such are not included in capacity estimates.

LIMITATIONS

This analysis has regard to current planning controls, policy settings and likely development outcomes, providing the most up to date and suitable estimates of potential dwelling capacity available for the purposes of strategic planning. These estimates rely to a great extent on the assumptions that are applied to the capacity modelling

exercise, and the extent to which they are realised through development will depend greatly on the individual decisions taken by thousands of landowners and developers.

In particular, the estimate of potential additional capacity within the NRZ and GRZ relies on the quality and accuracy of Council's rates database. Although mostly suitable, some instances have been identified where rating classifications do not appear to align with existing conditions. In most cases, it appears likely that the potential capacity of existing zoned land is overstated as a result.

It is also relevant that the potential capacity estimates of these zones are a theoretical estimate in any case, and only a proportion of the lots are going to be delivered over the planning period. This is because:

- The majority of properties are occupied by existing houses which owners may have no intention of selling or subdividing;
- Many landowners will have limited financial capacity or expertise to develop land; and
- Fragmented ownership in established areas requires consolidation of sites or development coordination which can be difficult to achieve, even in zones where higher density development is encouraged.

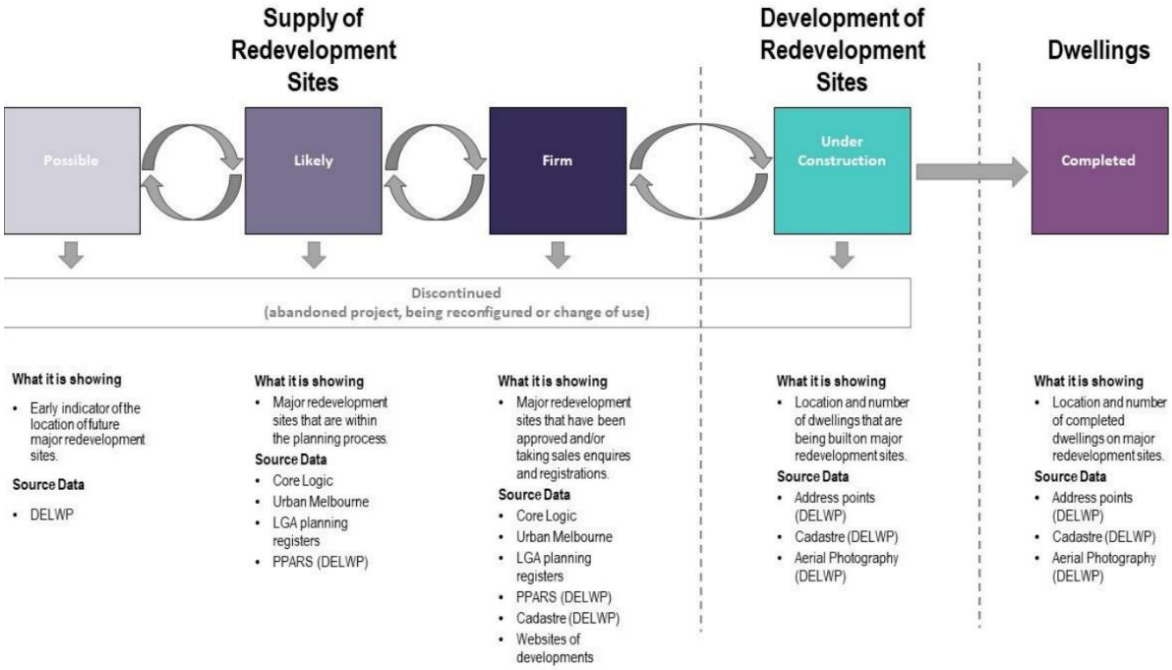
8.3. URBAN DEVELOPMENT PROGRAM

The Urban Development Program monitors and reports on broadhectare land supply and major residential redevelopment projects across metropolitan Melbourne. Data is collected through analysis of aerial imagery, planning permits and commercial data sources.

For established parts of Melbourne, major redevelopment sites with 10 or more dwellings in a project are captured.

Figure 73 provides an overview of the redevelopment pipeline. Projects within the pipeline can move between stages (forward or backward) or can be abandoned. This assessment excludes sites and projects that have been completed or are under construction as they will not form part of Brimbank's future dwelling capacity.

F73. MAJOR REDEVELOPMENT SITES PIPELINE



Source: UDP, Department of Environment, Land, Water and Planning 2019.

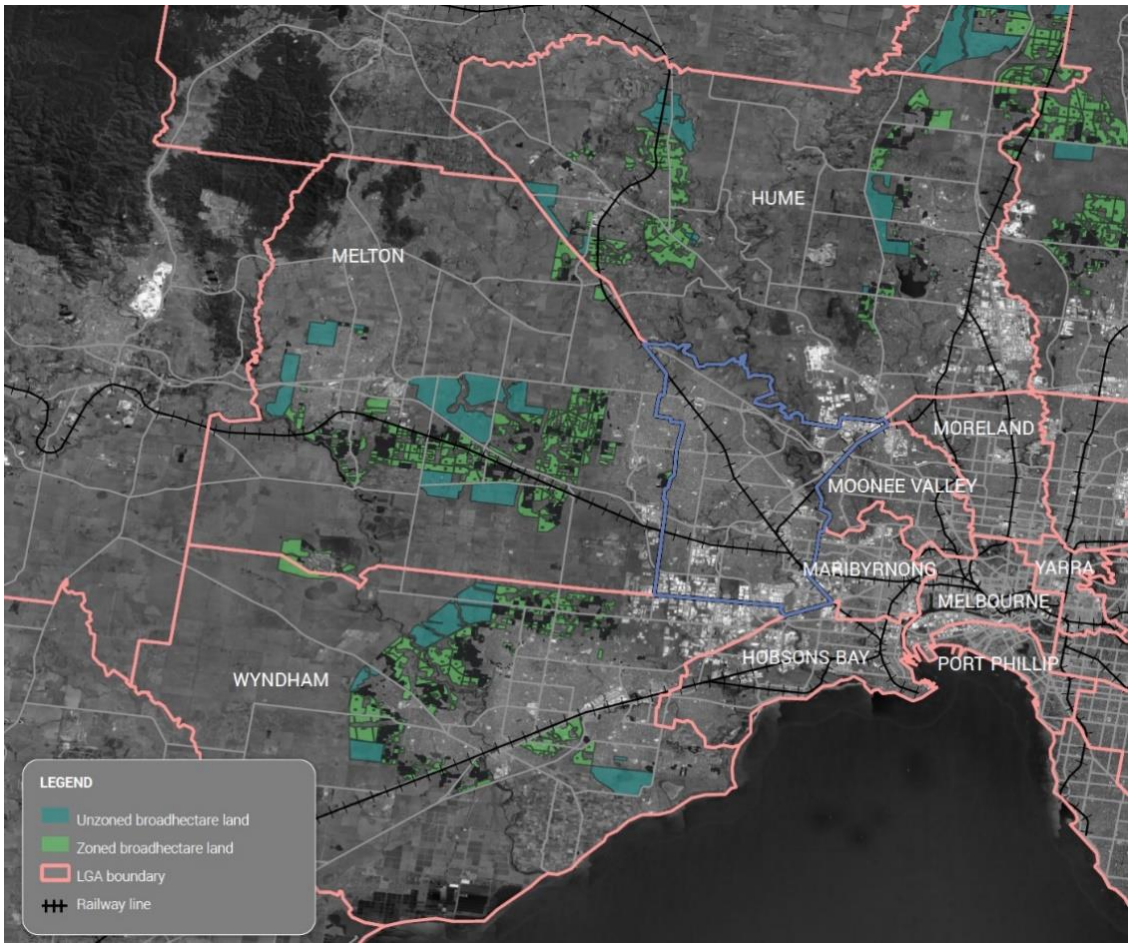
8.3.1. BROADHECTARE LAND SUPPLY (UDP)

The UDP estimates the supply of broadhectare land across metropolitan Melbourne and includes englobo land (land held in large parcels for future subdivision to residential lots) and retail lots (lots subdivided and ready for residential development).

Based on the UDP (2019), Brimbank has no broadhectare land supply available. There is, however, substantial land supply located in greenfield growth areas in the adjoining municipalities of Melton (6,383 hectares), Wyndham (4,911 hectares) and Hume (3,714 hectares), as shown in Figure 74.

Given the unavailability of vacant broadhectare land in Brimbank, the opportunity to deliver greenfield developments is exhausted unless large urban renewal sites are rezoned in the future. Future housing supply can only be delivered through urban renewal areas, infill development and redevelopment, and major redevelopment sites.

F74. BROADHECTARE LAND, WESTERN MELBOURNE



Source: UDP, 2019 and Urban Enterprise, 2021.

8.3.2. MAJOR REDEVELOPMENT SITES

NUMBER, LOCATION AND STATUS

The UDP defines major redevelopment sites as *"sites that have previously been utilised for commercial, industrial, educational or residential uses that have been identified through the planning process of being able to accommodate 10 or more dwellings"* (p. 2).

Overall, the UDP identifies 42 major redevelopment sites in Brimbank, with the majority of sites considered 'firm' (25 sites). 31% (13 sites) are in Sunshine and 26% (11 sites) located in St Albans; the majority of which are concentrated to the Activity Centres along the rail corridor.

The 42 major redevelopment sites identified in the UDP are estimated to have potential to deliver 2,809 dwellings. The majority are concentrated in Sunshine (36% of dwellings) and Sunshine North (32% of dwellings), followed by St Albans (12% of dwellings).

Major redevelopment sites are shown in Figure 75 and summarised in Tables 79 and 80.

T79. NUMBER OF MAJOR REDEVELOPMENT SITES

Suburb	Firm	Likely	Possible	Total
Albanvale			1	1
Albion	3	1		4
Ardeer	1			1
Cairnlea	1			1
Deer Park		1		1
St Albans	6	1	4	11
Sunshine	9	3	1	13
Sunshine North	2	3	1	6
Sydenham	3	1		4
Total	**25**	**10**	**7**	**42**

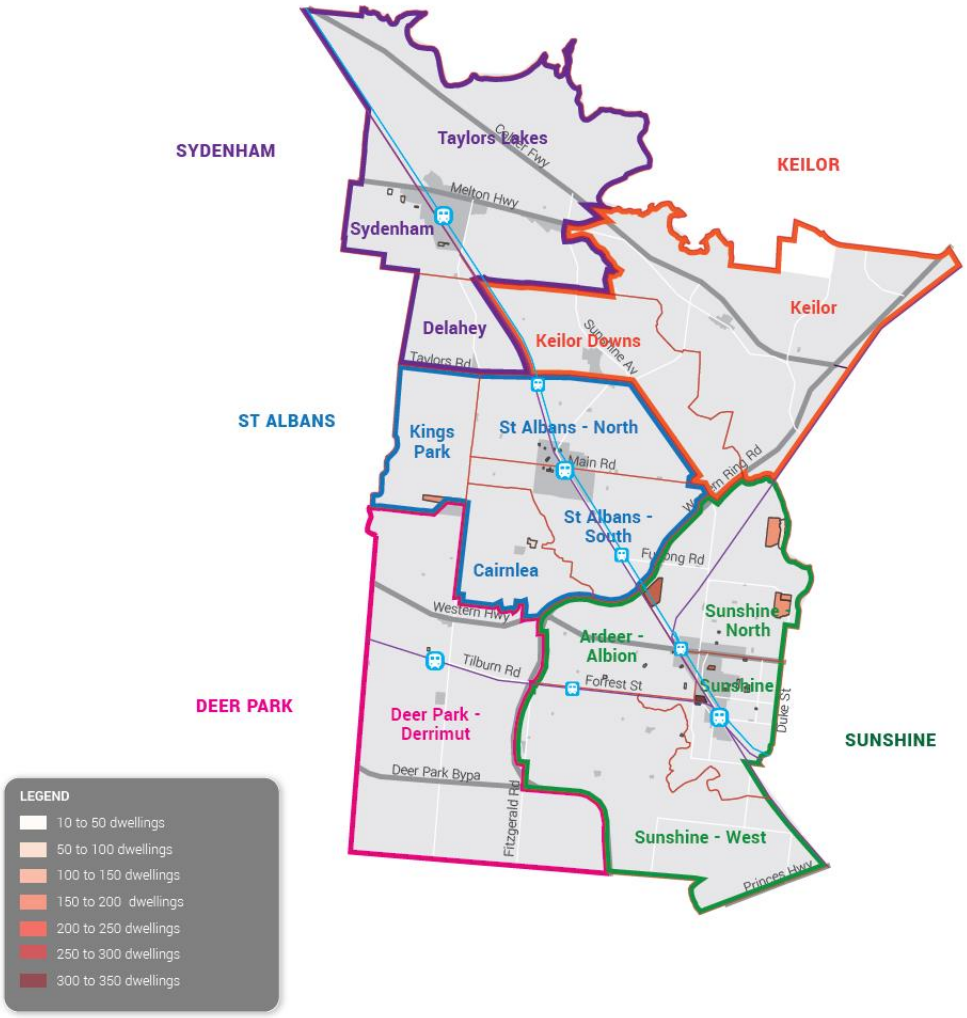
Source: UDP, 2019.

T80. DWELLING YIELD, MAJOR REDEVELOPMENT SITES, UDP, 2019

Suburb	Detached Dwellings	Townhouses	Apartments	Unknown Dwelling Type	Total Dwellings
Albanvale	188	-	-	-	188
Albion	-	31	61	-	92
Ardeer	-	14	-	-	14
Cairnlea	-	70	-	-	70
Deer Park	-	29	-	-	29
St Albans	-	21	290	-	311
Sunshine	13	119	533	350	1,015
Sunshine North	249	300	186	182	917
Sydenham	-	52	121	-	173
Total	**450**	**636**	**1,191**	**532**	**2,809**

Source: UDP, 2019.

F75. DWELLING YIELD, MAJOR REDEVELOPMENT SITES, UDP, 2019



Source: UDP, 2019 and Urban Enterprise, 2021.

8.4. OTHER DEVELOPMENT SITES

Additional major sites were identified through consultation with Council officers. A further 9 development sites in addition to those in the UDP were identified with a yield in the order of 1,145 as summarised in Table 81.

Information for these sites is provided in Appendix A.

T81. BRIMBANK DEVELOPMENT SITES (EXCLUDING UDP SITES)

Suburb	Number of Sites	Number of Dwellings
Deer Park	1	200
Kealba	1	194
St Albans	3	287
Sunshine	2	64
Sunshine North	1	200
Taylors Lakes	1	200
Total	**9**	**1,145**

Source: Urban Enterprise, 2021.

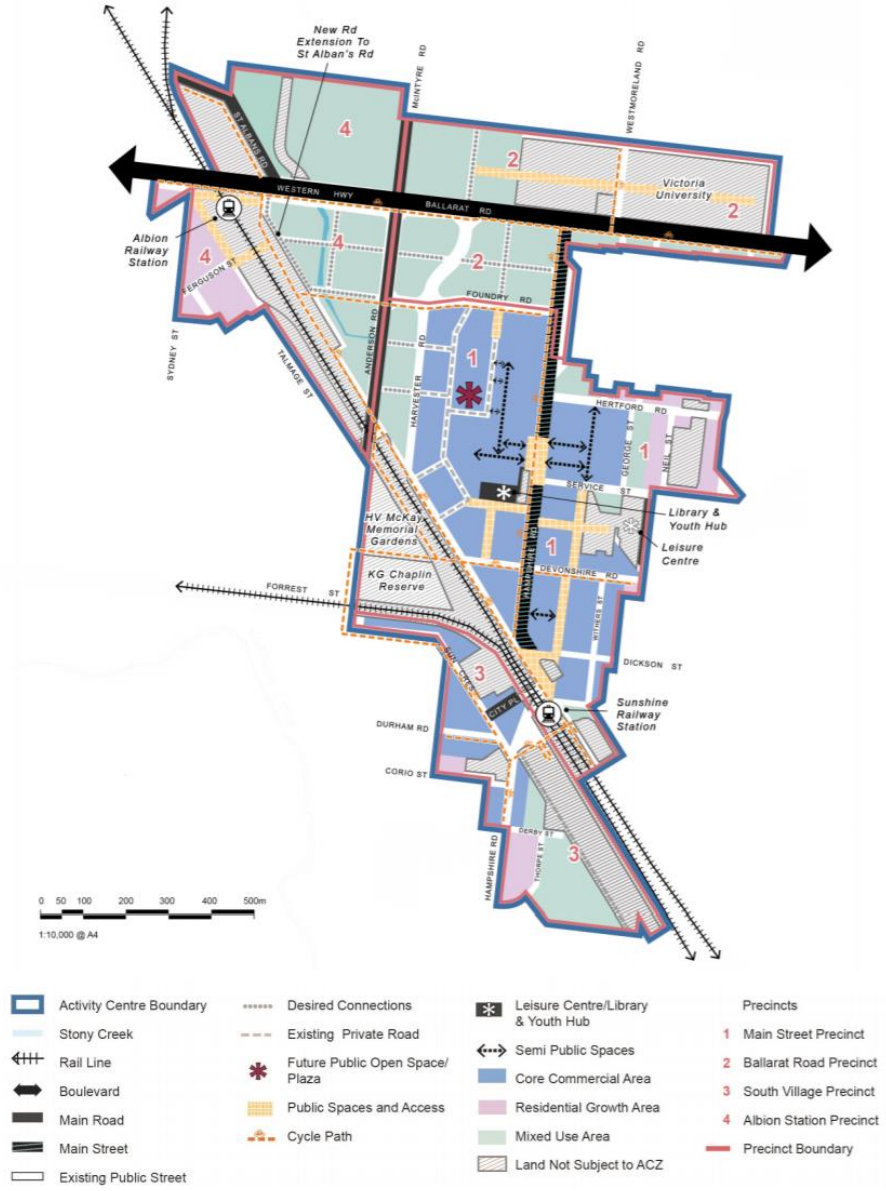
8.5. ACTIVITY CENTRE ZONE (SUNSHINE MAC)

The Activity Centre Zone applies to land within the Sunshine MAC. To understand the potential future development of the MAC, the strategic and policy objectives of the ACZ have been considered. The purpose of the ACZ is:

- To encourage a mixture of uses and the intensive development of the activity centre:
  - As a focus for business, shopping, working, housing, leisure, transport and community facilities.
  - To support sustainable urban outcomes that maximise the use of infrastructure and public transport.
- To deliver a diversity of housing at higher densities to make optimum use of the facilities and services.
- To create through good urban design an attractive, pleasant, walkable, safe and stimulating environment.
- To facilitate use and development of land in accordance with the Development Framework for the activity centre.

The Sunshine Town Centre Structure Plan is shown in Figure 76. The Centre is divided into four precincts. The land use vision and development objectives of these precinct indicate the nature of land uses and scale of development.

F76. ACTIVITY CENTRE STRUCTURE PLAN



Source: Sunshine Town Centre Structure Plan, Brimbank Planning Scheme, 2018

8.5.1. ACZ PRECINCTS: LAND USE AND DEVELOPMENT OBJECTIVES

The Sunshine Town Centre is divided into four precincts:

1. Main Street;
2. Ballarat Road Precinct;
3. South Village Precinct; and
4. Albion Precinct.

As per the Brimbank Planning Scheme (2018), the key objectives for activities and land use are:

- To establish higher-density mixed-use development along Ballarat Road, around the Sunshine Railway Station and in the Albion Station precinct.
- To consolidate large-format, restricted retail premises in the Ballarat Road Precinct.
- To concentrate retail, community and entertainment uses within the Main Street Precinct, particularly around the Sunshine Railway Station.
- To support the rehabilitation and redevelopment of former industrial land.
- To establish higher-density housing above ground floor commercial uses.

Table 82 summarises relevant land use objectives and guidelines, as well as the development guidelines for each major precinct. Structure Plan maps for each precinct are also provided in Appendix B.

Importantly, the information in the table provides general guidance for residential uses and development across the Sunshine MAC over time. This has been used to inform residential capacity considerations.

T82. LAND USE AND DEVELOPMENT OBJECTIVES/GUIDELINES, SUNSHINE PRECINCTS

Precinct	Use Objectives	Use Guidelines	Development Guidelines
Main Street	Develop and maintain Main Street as a focal point for retail, civic, business and community activities.	Support consolidation of retail, commercial, community and entertainment uses. Residential uses above ground floor are encouraged. Mixed-use along railway corridor, southeast of Sunshine Railway Station is encouraged (including residential uses at the ground floor).	Large format buildings with a frontage to Hampshire Road should provide high quality landmark built form frontages and entrances to Hampshire Road.
Ballarat Road	Integrate the Ballarat Road frontages with the Main Street precinct. Encourage a mix of land uses complementary to existing education and legal uses.	Support the core functions of the Main Street precinct. Support a mix of education, civic, residential and bulky goods retail land uses at ground floor level are encouraged. Provision of higher density housing above podium levels is encouraged.	Taller buildings with significant landscaping along Ballarat Road.
South Village	Reinforce Sun Crescent and City Place as the Village centre. Provide for a range of residential and commercial uses that capitalise on the proximity to Sunshine Railway Station.	Residential uses should be located above ground floor level. The extension of the Village commercial area through increased local retail, service and entertainment uses along Hampshire Road to Derby Road is encouraged. Community and cultural uses are encouraged. The transition of existing industrial areas to commercial or residential uses is encouraged.	Development that enhances the existing character of the precinct through well-articulated, human-scaled, built form is encouraged.
Albion	Provide for a range of residential and commercial uses that will capitalise on the proximity to the Albion Railway Station.	The provision of higher density housing within and adjacent to Ferguson Street and along the rail corridor is encouraged. Local convenience retailers service the surrounding residential community are encouraged. Community and cultural uses are encouraged. Small-scaled industrial uses may be permitted on the Darling Flour Mill site.	The setback of buildings located on the east side of Talmage Street should have regard to the location of the existing trees and the setback of the Albion substation.

Source: Sunshine Town Centre Plan, Brimbank Planning Scheme 2018, derived by Urban Enterprise 2021.

8.5.2. RESIDENTIAL CAPACITY OF THE ACZ

Council recently completed a floorspace capacity analysis for the Sunshine Metropolitan Activity Centre (March 2021) to understand the maximum floorspace capacity across the Centre. The analysis has regard to the planning controls of the ACZ and estimates the theoretical maximum floorspace that could be delivered across the ACZ. This work has been used to inform the residential capacity and is summarised in Appendix C.

The floorspace capacity analysis assumes that all land within the ACZ is redeveloped to the maximum scale that is permissible (i.e., building heights) in the zone schedule. It should be noted that this development scenario is highly unlikely to materialise, given the scale of redevelopment that would need to take place across areas with high value uses that are currently in operation across the Centre. Further, this assumes that once fully developed, the Centre will be built-out to its maximum capacity, which is also unlikely to occur.

BUILDING CONCEPT PLAN

The floorspace capacity modelling is based on the theoretical building concept plan shown in Figure 77. The Activity Centre was divided into precincts and block maps prepared for each precinct. Individual precinct block maps are also detailed in Appendix C.

F77. SUNSHINE ACTIVITY CENTRE PRECINCTS, BLOCK MAP



Source: Sunshine AC Block Map, Brimbank City Council, March 2021

Table 83 summarises each precinct within the Sunshine AC, including the general location and an indication of the current land use/occupants. The table also identifies whether the precinct has been included in the capacity modelling.

Several precincts were excluded from the Council modelling exercise due to the nature of existing land uses. These and some additional precincts have been excluded from this assessment of housing capacity if occupied by institutional anchors such as Victoria University, civic uses (e.g., Police Station) or higher value commercial and retail uses (e.g., Sunshine Marketplace). In some cases, precincts are included in the modelling, but specific sites within that precinct have been excluded (e.g., City West Plaza in Precinct A).

Although these is some possibility that excluded precincts may be redeveloped in future, this prospect is considered unlikely within the 20-year planning horizon for the Housing Strategy based on current land uses.

T83. PRECINCT SUMMARY, SUNSHINE AC

Precinct	Current Use (indicative)	Included in modelling	Comments
Precinct A	City West Plaza: Ballarat Rd/Anderson Rd	Yes	Partially occupied by City West Plaza (excluded) Some vacant/underutilised land and older industrial uses with redevelopment potential.
Precinct B	Victoria University, Bunnings Sunshine: Ballarat Rd	No	Currently occupied by bulky goods retail and car parking. Unlikely to be redeveloped over planning horizon.
Precinct C	Victoria University	No	Victoria University site excluded in modelling (as per BCC capacity modelling)
Precinct D	Flour Mill Site	No	Flour Mill Site excluded in modelling (as per BCC capacity modelling)
Precinct E	Albion Station: Ballarat Rd, Anderson Rd	Yes	Redevelopment potential.
Precinct F	Civic Precinct: Ballarat Rd	Yes	Some redevelopment potential. Police Station and Magistrates Court sites excluded.
Precinct G	Bulky Goods/Large format office: Harvester Rd, Anderson Rd	No	Currently occupied by bulky goods retail and car parking. Unlikely to be redeveloped over planning horizon.
Precinct H	Sunshine Marketplace: Harvester Rd	Yes	Partially occupied by Sunshine Marketplace (excluded). Several sites on the western and southern boundaries that are candidates for redevelopment.
Precinct I (A+B)	Ballarat Rd Commercial strip and Hertford Rd commercial/residential strip	No	Excluded in modelling (as per BCC capacity modelling)
Precinct J	Sunshine Plaza	Yes	Partially occupied by Sunshine Plaza (excluded). Redevelopment potential on two State Government sites.
Precinct K	Residential, commercial: Herford Rd/Service St	No	Excluded in modelling (as per BCC capacity modelling)
Precinct L	Sunshine Skate Park	No	Excluded in modelling (as per BCC capacity modelling)
Precinct M	Residential, community: Alexandra Ave/Hertford Rd	No	Excluded in modelling (as per BCC capacity modelling)
Precinct N	Central Sunshine: Devonshire Rd/Hampshire Rd	No	Currently occupied by retail/commercial strip. Unlikely to be redeveloped over planning horizon.
Precinct O	Central Sunshine: Hampshire Rd/Dawson St	No	Currently occupied by retail/commercial strip. Unlikely to be redeveloped over planning horizon.
Precinct P	Sunshine Leisure Centre	No	Excluded in modelling (as per BCC capacity modelling)
Precinct Q	VicRoads	No	Excluded in modelling (as per BCC capacity modelling)
Precinct R	Sunshine Station North	No	Excluded in modelling (as per BCC capacity modelling)
Precinct S	Sunshine Station South	Yes	Vacant/underutilised land with redevelopment potential.

Source: Sunshine AC Precinct Building Envelope, Brimbank City Council 2021, derived by Urban Enterprise 2021

PRECINCT FLOORSPACE CAPACITY

Based on the audit of existing uses, a total of six precincts are identified as holding redevelopment potential within the planning horizon. To estimate the potential scale of residential floorspace and dwellings that could be delivered in these precincts, the following assumptions were adopted:

- The first 2 levels (i.e., ground floor and first floor) of new buildings are likely to accommodate non-residential uses (e.g., retail or commercial) based on the ACZ controls and objectives;
- All levels above the first floor to contain residential apartments;
- 80% building efficiency and average apartment size of 75 sqm to convert Gross Floor Area to dwellings.

Based on the above, the Sunshine MAC has an estimated capacity to accommodate approximately 850,000 sqm of residential floorspace across six precincts with capacity for approximately 9,100 dwellings.

T84. FLOORSPACE CAPACITY ANALYSIS, SUNSHINE MAC

Precinct	Total levels	Non-residential levels	Non-residential floorspace (sqm)	Residential levels	Residential floorspace (sqm)	Estimated dwelling capacity (rounded)
Precinct A: City West Plaza	9	2	88,593	7	310,075	3,300
Precinct E: Albion Triangle	9	2	60,733	7	212,564	2,300
Precinct F: Civic Precinct	9	2	52,152	7	182,530	1,900
Precinct H: Sunshine Marketplace	9	2	37,080	7	129,782	1,400
Precinct J: Sunshine Plaza	5	2	4,815	3	7,223	80
Precinct S: Sunshine Station South	5	2	7,751	3	11,626	120
Total			**251,124**		**853,800**	**9,100**

Source: Sunshine AC Precinct Building Envelope, Brimbank City Council 2021, derived by Urban Enterprise 2021.

8.6. COMPREHENSIVE DEVELOPMENT ZONE

The Comprehensive Development Zone 1 (CDZ1 and CDZ2) applies to the Watergardens Town Centre and some peripheral areas. These areas are shown in Figure 78.

Currently no development plan exists for this precinct. Therefore, the scale and nature of uses that will be developed and delivered is currently unknown. The zone schedule identifies the following key objectives.

- For Sydenham (CDZ1), one of the key objectives identified in the schedule is to:

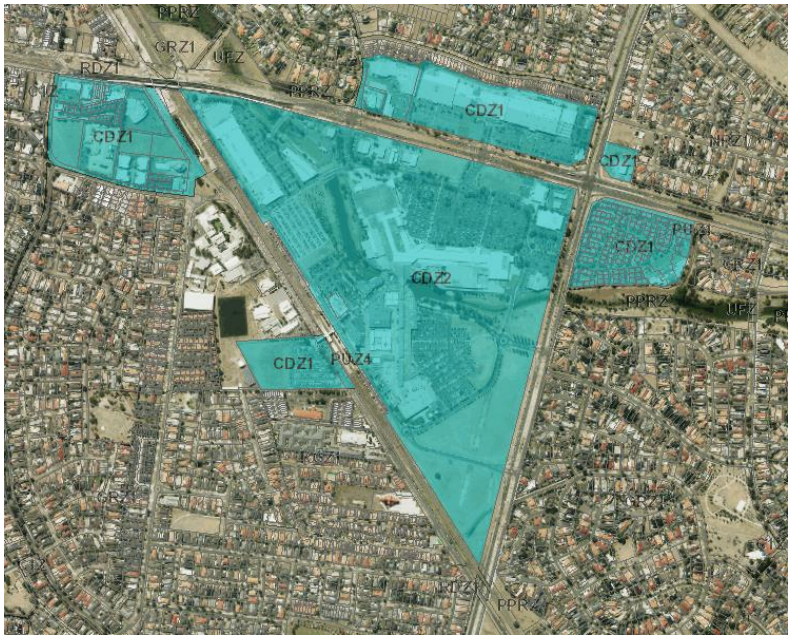
  "Provide for medium density housing to best utilise the proximity to the regional centre."

- For Watergardens (CDZ2), a Framework Plan was prepared and adopted in 2009, and is shown in Figure 79. One of the key objectives identified in the schedule is to:

  "Create a town centre as a central component of the Sydenham Principal Activity Centre by broadening the mix of activity to include residential, commercial, retail, community, entertainment and civic linked to public transport infrastructure."

There is strategic and policy support a mix of uses in these areas, including medium to higher density residential uses at the periphery of the shopping centre.

F78. COMPREHENSIVE DEVELOPMENT ZONE



Source: VicPlan, 2021

F79. WATERGARDENS TOWN CENTRE FRAMEWORK PLAN, 2009



Source: Watergardens Town Centre Vision, Brimbank Planning Scheme 2020.

It is not possible to estimate the residential capacity of the CDZ with any certainty in the absence of a development plan and associated overlays. There are limited examples of residential development activity that has taken place across the CDZ, meaning that the type and scale of residential development that may occur is difficult to predict.

To provide a broad indication of the general scale of residential capacity that may be possible in the CDZ in the short to medium term (without wholesale redevelopment of existing uses), a review of existing uses was undertaken to identify land that are currently vacant or underutilised. These areas are shown in Figure 80 and have a combined total area of 12.5 ha.

F80. DEVELOPMENT OPPORTUNITIES, VACANT AND UNDERUTILISED LAND, CDZ (MAY 2021)



Source: Urban Enterprise 2021

To provide an indication of the dwelling capacity of these areas, the following assumptions have been applied:

- 60% site coverage;
- 6 storeys (including ground floor non-residential); and
- 80% building efficiency;
- An average apartment size of 75 sqm.

Based on the above assumptions, the estimated dwelling capacity of short to medium term development sites in the CDZ is 4,000 dwellings. The ultimate dwelling capacity of the CDZ is likely to be somewhat higher if existing uses are redeveloped and planning controls permit, however this will not be known until a development plan is prepared and adopted.

8.7. COMMERCIAL 1 ZONE (C1Z)

Several Activity Centres across Brimbank include land within the Commercial 1 Zone. Appendix C shows details of each location of land in the C1Z, showing the Activity Centre classification, policy direction for residential development (if relevant) and whether there is vacant land with development potential.

The C1Z primarily applies to Local and Neighbourhood Activity Centres that are occupied and do not include vacant sites with development potential. These precincts are dedicated local and neighbourhood activity centres with the primary role of serving nearby residents for convenience retail, speciality retail, hospitality and other population-led commercial activities. Although some centres contain limited small vacant sites, these are more likely to be developed for single storey retail/commercial than any substantial residential use.

As a result of the review of C1Z sites, all Centres have been excluded from the residential capacity assessment except for those identified as holding realistic residential development capacity including:

- St Albans Major Activity Centre; and
- Keilor Downs Major Activity Centre.

RESIDENTIAL CAPACITY OF ST ALBANS AND KEILOR DOWNS

Brimbank City Council prepared a floorspace capacity model for the St Albans Major Activity Centre. As with the Sunshine MAC, the model estimates the maximum floorspace that could be delivered across the C1Z based on a theoretical building footprint.

Council's modelling only included hypothetical buildings greater than 3 storeys, shown in Figure 81 (in orange). The current planning provisions within the St Albans Activity Centre allows development up to 3 storeys, and was not modelled by Council nor included in its estimate of built form capacity.

The dwelling capacity results are summarised in Table 85. The capacity modelling estimates that the C1Z in St Albans has the capacity to accommodate 1,590 dwellings (mix of 1, 2 and 3 bedroom dwellings).

F81. ST ALBANS AC BOUNDARY WITH HYPOTHETICAL BUILDING FOOTPRINT (ORANGE)



Source: St Albans AC Precinct Building Envelope, Brimbank City Council 2021.

T85. ESTIMATED DWELLING YIELD, ST ALBANS C1Z

	1-bed dwellings	2-bed dwellings	3-bed dwellings	Total dwellings
C1Z, St Albans	257	1,042	292	1,590

Source: St Albans AC Precinct Building Envelope, Brimbank City Council 2021.

In Keilor Downs Village, there is a large area of vacant Commercial 1 Zoned land (on Copernicus Way) with an area of 3.2 ha. To determine the potential development yield of this land, the residential estate that has recently been delivered on the adjacent site provides a guide. Aspect Residences is being constructed on a 1.5 ha site, and when completed, will include 70 townhouses (a mix of 2, 3 and 4 bedroom dwellings). To estimate the dwelling capacity of this site, the following set of assumptions have been adopted:

- 60% site coverage (to allow for internal roads, public open space);
- An average townhouse footprint of 80 sqm (reflective of Aspect Residences).

Based on the above assumptions, the estimated remaining dwelling capacity of vacant land in the C1Z in Keilor Downs is 260 dwellings.

8.8. INFILL DWELLING CAPACITY

To estimate the residential dwelling capacity (infill) across the remaining residential zones, the following approach was adopted:

1. Based on Council's rates database, all properties in residential zones in Brimbank were identified, including the Residential Growth Zone, General Residential Zone, Neighbourhood Residential Zone and Mixed Use Zone.
2. A series of assumptions were applied to each zone to:
   a. Remove sites unlikely to be developed;
   b. Apply likely built form outcomes of sites likely to be developed based on planning zone and overlay controls; and
   c. Calculate the potential yield of these sites based on expected dwelling types and sizes.

CAPACITY MODEL ASSUMPTIONS

The assumptions applied to estimate the dwelling capacity of residential zones in Brimbank (NRZ, GRZ, RGZ and MUZ) are set out in Table 86 and Table 87.

T86. RESIDENTIAL CAPACITY MODEL – SITES NOT LIKELY TO BE DEVELOPED

Assumption	Details
Recently Developed	Buildings constructed after 2000.
CIP to SV ratio	CIV to SV ratio higher than 1.5, indicating limited financial incentive to change the existing use.
Heritage controls	Heritage controls apply to the site which may prevent or limit development.
Strata titled lots, Half Pair / Duplex	Strata titled lots and Half Pair / Duplex as defined in Council rates database.
MAEO1	Land within MAEO1 is not developable
MAEO2	Lots within MAEO2 must be at least 300 sqm.

Source: Urban Enterprise, 2021

Zone specific assumptions have been formulated to estimate the capacity of sites with development potential. Table 86 summarises the adopted assumptions for each zone. Assumptions have regard to:

- Current planning controls in the Brimbank Planning Scheme (e.g., minimum lot sizes, site coverage etc.);
- Historical development trends in Brimbank; and
- Industry benchmarks (e.g., site coverage, building efficiency).

T87. ZONE SPECIFIC CAPACITY ASSUMPTIONS

Zone Code	GRZ1	GRZ2	NRZ1	NRZ2	MUZ	RGZ1
Housing type	Unit / Townhouse / House				Apartment	
Minimum Parent Lot Size	500	500	600	600	400	300
Building Height (metres)	11	13.5	9	12	9	13.5
Storeys					6 (apartments) 2 (townhouses)	4 (apartments)
Site Coverage	60%	60%	50%	50%	60%	70%
Minimum Child Lot Size	250	250	300	300	None	None

Source: Urban Enterprise, 2021.

8.8.1. INFILL CAPACITY RESULTS

The results of the capacity modelling for the relevant zones are summarised in Table 88. In total, Brimbank has an estimated capacity to accommodate a net additional 44,560 dwellings through infill development.

Key findings are as follows:

- 44% of infill capacity is in the GRZ1, with the majority located in St Albans (6,900), Sunshine West (2,900), Sunshine West (2,500) and Sunshine (1,000).
- 28% of infill capacity is in the NRZ1. There is notable dwelling capacity in the suburbs of Keilor Downs (1,600), Taylors Lakes (1,600), Sunshine West (1,600) and Keilor (1,500).
- In the RGZ, dwelling capacity is estimated at approximately 11,900 dwellings, the majority of which is in St Albans (5,300) Sydenham (2,400).

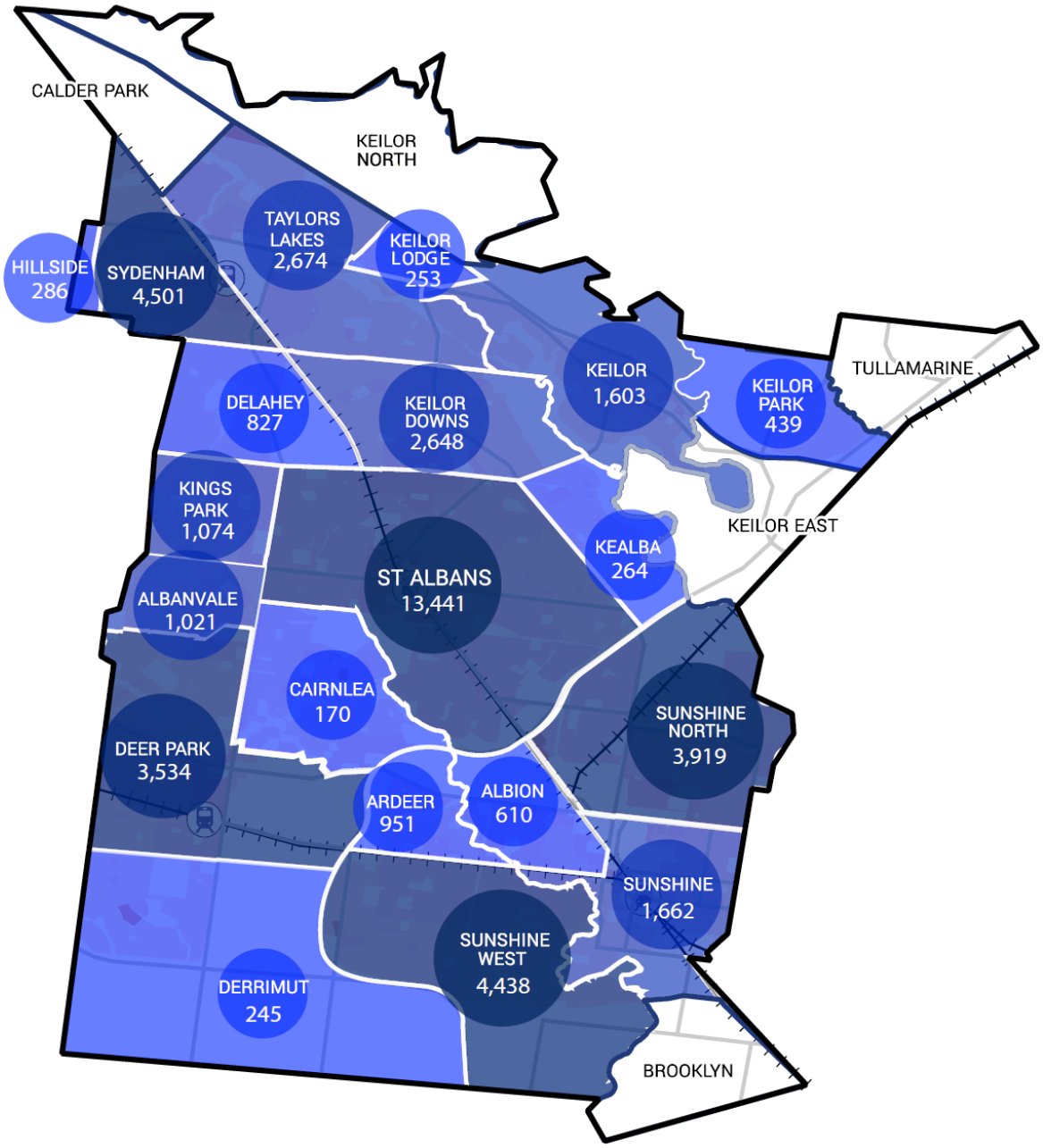
The location of capacity across the relevant zones is shown in Figure 82.

T88. INFILL DWELLING CAPACITY RESULTS

Suburb	GRZ1	NRZ1	NRZ2	MUZ	RGZ (Apartment)	RGZ (Townhouse)	Total
Albanvale	723	298	-	-	-	0	1,021
Albion	505	26	-	-	-	79	610
Ardeer	525	426	-	-	-	0	951
Cairnlea	105	65	-	-	-	0	170
Deer Park	860	861	-	6	749	1,058	3,534
Delahey	7	820	-	-	-	0	827
Derrimut	1	44	-	200	-	0	245
Hillside	104	182	-	-	-	0	286
Kealba	43	221	-	-	-	0	264
Keilor	95	1,508	-	-	-	0	1,603
Keilor Downs	557	1,615	-	-	327	149	2,648
Keilor Lodge	30	223	-	-	-	0	253
Keilor Park	-	439	-	-	-	0	439
Kings Park	846	228	-	-	-	0	1,074
St Albans	6,876	1,212	-	57	1,148	4,148	13,441
Sunshine	958	229	-	19	32	424	1,662
Sunshine North	2,531	-	4	-	-	1384	3,919
Sunshine West	2,865	1,573	-	-	-	0	4,438
Sydenham	1,037	1,058	-	-	2,315	91	4,501
Taylors Lakes	1,038	1,636	-		-	0	2,674
Tullamarine	0	0	0	-	-	0	-
Total	19,706	12,664	4	282	4,571	7,333	44,560

Source: Urban Enterprise, 2021

F82. INFILL DWELLING CAPACITY BY SUBURB, BRIMBANK



Source: Urban Enterprise, 2021.

8.9. SUMMARY OF DWELLING CAPACITY

When each component of capacity is combined, the total dwelling capacity is estimated at 63,466 dwellings. The breakdown by zone and suburb is provided in Tables 89 and 90.

T89. DWELLING CAPACITY BY ZONE

Zone	Dwellings	%	Key Supply Areas / type
GRZ	19,706	31%	Re-subdivision
NRZ	12,668	20%	Re-subdivision
RGZ	11,904	19%	Deer Park, Sunshine, St Albans, Keilor Downs
ACZ1	9,100	14%	Sunshine AC
CDZ	4,000*	6%	Watergardens
C1Z	1,853	3%	St Albans AC
MUZ	282	0%	Limited sites
TOTAL	63,466	100%	

Source: Urban Enterprise, 2021 * Indicative estimate only

T90. TOTAL DWELLING CAPACITY BY SUBURB

Suburb	TOTAL	% of total
Albanvale	1,209	2%
Albion	702	1%
Ardeer	965	2%
Cairnlea	240	0%
Deer Park	3,763	6%
Delahey	827	1%
Derrimut	245	0%
Hillside	286	0%
Kealba	458	1%
Keilor	1,603	3%
Keilor Downs	2,911	5%
Keilor Lodge	253	0%
Keilor Park	439	1%
Kings Park	1,074	2%
St Albans	15,629	25%
Sunshine	11,841	19%
Sunshine North	5,036	8%
Sunshine West	4,438	7%
Sydenham	5,174	8%
Taylors Lakes	6,374	10%
Tullamarine	-	-
Total	63,466	100%

Source: Urban Enterprise, 2021.

8.10. SUITABILITY OF HOUSING CAPACITY

Whilst the results indicate that the municipality has substantial theoretical capacity (more than 60,000 dwelling capacity in theory) to meet projected dwelling requirements (approximately 14,000 dwellings over the next 20 years), it is important to assess whether the capacity locations and types of dwellings align with market demand and housing preferences in Brimbank.

As summarised in Table 91, the following housing typologies and locations could result from the theoretical realisation of housing capacity.

Dwelling types:

- 65% of capacity is in the form of townhouses, mostly through the re-subdivision of existing single dwellings;
- 32% of capacity is in the form of apartments; and
- 1% of capacity is in the form of separate houses.

Locations:

- Capacity is primarily concentrated in Sunshine and St Albans, with 65% of townhouse capacity and 63% of apartment capacity in these districts.
- There is limited capacity in Keilor (approx. 5,664 dwellings), most of which is townhouses (91%).
- There is relatively limited capacity in Deer Park (approx. 4,000 dwellings).

T91. ESTIMATED CAPACITY BY DWELLING TYPE

District	Separate Houses		Apartments		Townhouses		Unknown		Total
Sunshine	526	2%	9,712	43%	12,012	53%	532	2%	22,782
Sydenham and Taylors Lakes	0	0%	6,436	52%	6,025	48%	0	0%	12,461
Keilor	0	0%	327	6%	5,143	91%	194	3%	5,664
Deer Park	0	0%	749	19%	3,059	76%	200	5%	4,008
St Albans	188	1%	3,028	16%	14,736	80%	400	2%	18,352
Total	714	1%	20,252	32%	40,974	65%	1,326	2%	63,266

Source: Urban Enterprise, 2021.

Table 92 shows the projected increase in households across each main household type and provides comments on the extent to which the proposed future supply aligns with the needs of each market segment.

T92. SUITABILITY OF HOUSING CAPACITY

Household types and market segments	Market size			Key housing preferences	Housing availability		Alignment issues
	2021 %	2041 %	Net additional demand (2021-41)		Current	Capacity	
Families	57%	54%	+5,300	Separate Houses	Good supply	Very low capacity for new dwellings	Lack of new separate house options, affordability impacts
				Townhouses	Increasing supply	High capacity	
Couples	22%	22%	+3,300	Separate Houses	Good supply	Very low capacity	Relative lack of smaller dwellings, downsizing may be restricted meaning family housing not 'released'
				Townhouses	Increasing supply, not suitable for many downsizers	High capacity but not suitable for many downsizers	
				Apartments	Low supply	Good capacity but low delivery	
Singles	18%	20%	+4,100	Separate Houses	Good supply	Low capacity and alignment	Lack of smaller dwellings, declining rental affordability, slow delivery of apartments
				Townhouses	Increasing supply, lack of 1br	High capacity	
				Apartments	Low supply	Good capacity but low delivery	
Groups	3%	3%	+500	Separate Houses	Good supply	Very low capacity	Declining rental affordability, competition for separate houses will increase
				Townhouses	Increasing supply	High capacity	

Source: Urban Enterprise, 2021.

This analysis brings into focus several issues that the housing strategy should consider:

MARKET SEGMENTS

- At present, the strongest demand for housing in Brimbank is for separate dwellings and is primarily originating from the family market, which is the biggest market in Brimbank.
- The future supply of separate dwellings is very limited, meaning that there is unlikely to be a material increase in the number of separate houses available over the strategy period to accommodate the projected increase in families (at least 5,300 and up to 7,000 additional households). This will manifest in higher house prices and less housing available for rental purposes.
- The greatest increase in households is projected in the adult couples and singles groups. These groups are likely to be reasonably well supplied with smaller dwellings over the planning period, however it is noted that many older residents avoid townhouses and other dwelling types with stairs, increasing the importance of a variety of housing types for these residents including apartments, units, retirement villages and aged care facilities.
- Current demand for apartments is limited, however apartments comprise almost one third of future housing capacity. The extent to which apartments could meet demand for housing in Brimbank is relatively untested. There are likely to be some limitations to demand for apartments in the short term, such as an absence of overseas migration and international students and the substantial stock available in other parts of Melbourne.

DELIVERABILITY OF SUPPLY

- Known larger developments comprise a relatively small proportion of overall future capacity. Larger projects, especially strategic redevelopment sites, present the opportunity to deliver larger volumes of housing that can be masterplanned to meet a variety of housing needs. Opportunities for larger development sites should be identified, especially those which could provide larger dwellings suitable for the family market.
- The extent and speed at which current theoretical housing capacity is converted into housing supply will depend on the decisions of very many individuals across the municipality. The vast majority of housing capacity requires the redevelopment of occupied land and is therefore likely to be relatively slow to develop, especially in the GRZ and NRZ.
- Fragmented landownership is likely to be an ongoing issue in Brimbank, with many areas identified for housing growth requiring consolidation of parcels to create viable development sites (such as the RGZ).

CAPACITY LOCATIONS

- Most future supply is concentrated in the southern and central sections of the municipality. If there are limited opportunities for new housing to be provided in the northern sections of Brimbank, this could limit the extent to which the housing stock 'turns over' in this area, particularly if smaller dwellings are not available for older residents to downsize or move to retirement living alternatives.

CONSIDERATIONS FOR THE HOUSING STRATEGY

This section summarises findings from the research and analysis, and outlines key housing, development, residential land supply and demand considerations that will inform a new Housing Strategy for the municipality.

9. STRATEGY CONSIDERATIONS

The following key issues have been identified from the analysis for consideration as part of the Housing Strategy:

ECONOMY AND DEMOGRAPHY

1. Although the Victorian economy is recovering from the initial impacts of the COVID pandemic, Brimbank is experiencing high rates of unemployment. Maintaining **housing affordability** will be important given these circumstances.
2. Major public sector investment is planned for the Sunshine Metropolitan Activity Centre, including the Melbourne Airport Rail Link, which could increase the attractiveness of this area to future residents and improve the **viability of higher density development** in the medium term.
3. Brimbank is the second most disadvantaged municipality in metropolitan Melbourne, with disadvantage concentrated more in the southern and central districts of St Albans and Sunshine. The availability of **affordable rental and social housing** in these areas will be critical to supporting the social and economic well-being of communities in these areas.
4. An increasing proportion of the Brimbank community is living in rental housing compared with owner-occupied housing. There is both the need to ensure a suitable supply and housing mix of affordable rental accommodation in the municipality, and the need to investigate ways to support **home ownership**.
5. Families account for the majority of households, however adult couple and lone person households are projected to make up the greatest share of growth, meaning that **a variety of housing types will be required** over the planning period to meet needs. This is particularly important in the context of a relatively homogenous housing stock at present.
6. The ageing population, particularly in the northern district (e.g., Keilor, Sydenham and Taylors Lakes) will result in increased **demand for retirement living, aged care and dwellings suitable for multi-generational households**.
7. The significant and increasing incidence of residents with **south-east Asian ethnicity** should be taken into account when planning for housing needs in the southern and central parts of the municipality.

EXISTING HOUSING ISSUES

8. The housing stock in Brimbank is still relatively homogenous, especially compared with neighbouring areas. As housing needs change, a **greater diversity of housing** is required.
9. Most recent housing development has occurred in the GRZ and NRZ, with only limited growth occurring in zones where higher density is encouraged. Measures to **identify and address constraints** to development in the RGZ should be considered by the Strategy.
10. Housing affordability relative to incomes is decreasing, along with home ownership. In particular, rental affordability has decreased dramatically. **Addressing rental affordability is a critical issue** for the strategy.

FUTURE HOUSING NEEDS

11. The housing strategy should plan to **facilitate ongoing increases to the housing stock** so that at least 13,000 additional dwellings are provided over the period 2021 – 2041.
12. Current and recent demand for housing is primarily for separate houses, especially families and adult couples originating from within Brimbank and neighbouring municipalities. Given that opportunities for separate houses are almost exhausted, the Strategy should seek **new opportunities** where a variety of housing types can be provided to meet family needs.
13. There is a need for a greater supply of smaller dwellings encouraging **downsizing and retirement** moves across the municipality, especially in northern areas, as well as aged care and retirement village opportunities.
14. Although there is sufficient theoretical 'capacity' to accommodate dwelling needs over the planning horizon, there is a strong reliance on intensification of existing residential areas and apartment development to convert

capacity into supply. Ongoing large development opportunities will be important in the short to medium term, especially in the northern district.

15. Sunshine, St Albans and Watergardens present significant opportunities for apartment development in locations of high transport accessibility and activity. The realisation of high density housing supply in these areas is likely to be a relatively long term proposition reliant on increases in apartment market demand, normalisation of migration rates, increases in overall housing prices and land values and completion of major public transport and community projects. The Strategy should encourage supporting investment in these locations to underpin their attractiveness to future residents and developers whilst acknowledging the long term nature of their delivery.

APPENDICES

APPENDIX A MAJOR RESIDENTIAL DEVELOPMENT SITES

MAJOR REDEVELOPMENT SITES, UDP

Address	Suburb	Status	Detached	Townhouses	Apartments	Unknown	Total Dwellings
112-116 Anderson Rd	Sunshine	Likely	0	0	0	350	350
247 St Albans Rd	Sunshine North	Firm	0	300	0	0	300
21A Foundry St	Sunshine	Firm	0	0	229	0	229
4B Winged Foot Dr	Sunshine North	Likely	191	0	0	0	191
80 Oakwood Rd	Albanvale	Possible	188	0	0	0	188
Duke Rd	Sunshine North	Possible	0	0	0	182	182
265 Duke Rd	Sunshine North	Likely	0	0	176	0	176
15-19 Service St	Sunshine	Likely	0	0	120	0	120
439-443 Ballarat Rd	Sunshine	Firm	0	0	75	0	75
342 Sydenham Rd	Sydenham	Firm	0	0	74	0	74
99a Furlong Rd	Cairnlea	Firm	0	70	0	0	70
71 Penna Av	Sunshine North	Firm	58	0	0	0	58
8A Service St	Sunshine	Firm	0	57	0	0	57
13 West Esplanade	St Albans	Firm	0	0	55	0	55
19 Albert Crescent	St Albans	Possible	0	0	53	0	53
31-51 Trickey Av	Sydenham	Likely	0	52	0	0	52
22-24 Talmage St	Albion	Firm	0	0	46	0	46
32-36 Sun Crescent	Sunshine	Likely	0	0	44	0	44
13 Marsden Crescent	St Albans	Possible	0	0	43	0	43
7 McCracken St	Sunshine	Firm	0	37	0	0	37
541-547 Melton Hwy	Sydenham	Firm	0	0	36	0	36
40-42 Glendenning St	St Albans	Possible	0	0	33	0	33
64-66 Station Pl	Sunshine	Firm	0	0	29	0	29
4-8 Vincent St	Deer Park	Likely	0	29	0	0	29
23 Victoria Crescent	St Albans	Firm	0	0	27	0	27
36 East Rd	St Albans	Firm	0	0	25	0	25
20 Alexandria Ave	Sunshine	Firm	0	25	0	0	25
11-13 King Edward Ave	Albion	Likely	0	20	0	0	20
87-91 Main Road West	St Albans	Firm	0	0	19	0	19
21 Albert Crescent	St Albans	Firm	0	0	19	0	19
115 Main Rd	St Albans	Possible	0	0	16	0	16
507 Ballarat Rd	Albion	Firm	0	0	15	0	15
10-14 North St	Ardeer	Firm	0	14	0	0	14
22 Station St	Sunshine	Firm	0	0	14	0	14
2-6 Monash St	Sunshine	Possible	13	0	0	0	13
12-14 George St	Sunshine	Firm	0	0	12	0	12
4-6 Dubbo St	Albion	Firm	0	11	0	0	11
16 Kate St	St Albans	Firm	0	11	0	0	11
9 Pecks Rd	Sydenham	Firm	0	0	11	0	11
104-106 Phoenix St	Sunshine North	Likely	0	0	10	0	10
67-69 Cornwall Rd	Sunshine	Firm	0	0	10	0	10
80-82 Walter St	St Albans	Likely	0	10	0	0	10

Source: UDP, Department of Environment, Land, Water and Planning.

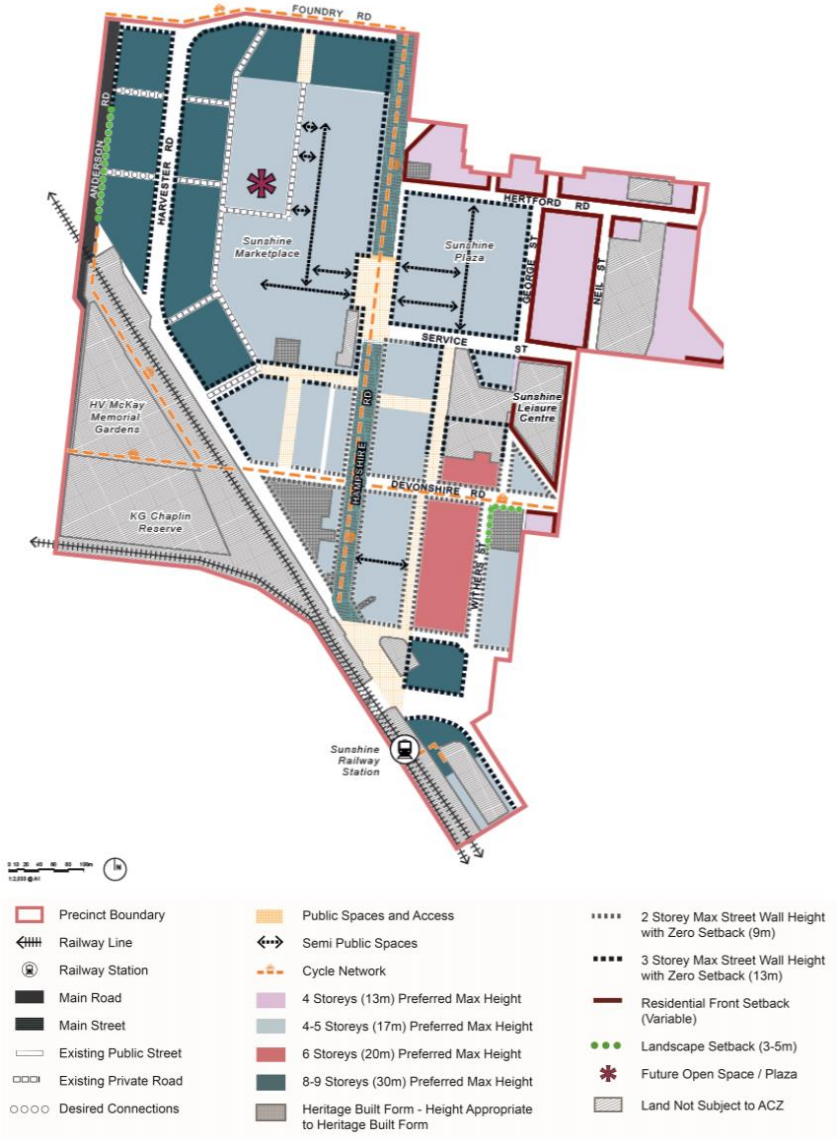
OTHER MAJOR REDEVELOPMENT SITES

Address	Suburb	Name	Number of Dwellings	Indicative timing
99 Furlong Road	Cairnlea	99 Furlong Road	74	2018-2023
814 Ballarat Road	Deer Park	Former Deer Park Primary School	200	2020-2021
27 Driscolls Road	Kealba	27 Driscolls Road (Former Kealba Secondary School)	194	
197 Taylors Road	St Albans	197 Taylors Road	65	
48 Pennell Avenue	St Albans	48 Pennell Avenue	22	
51 Regan Street	St Albans	51 Regan Street (TIC Group Site)	200	2021-2026
254 Hampshire Road	Sunshine	254 Hampshire Road	37	2022
20 Watt Street	Sunshine	Watt Street Mixed Use Development	27	2022
Rivervalley Blvd	Sunshine North	River Valley Estate Stage 7	240	2019-2029
Rivervalley Blvd	Sunshine North	River Valley Estate Stages 8 and 9	200	2026-2035
18 - 24, Robertsons Road	Taylors Lakes	Robertsons Road Dwellings	200	2022-2026

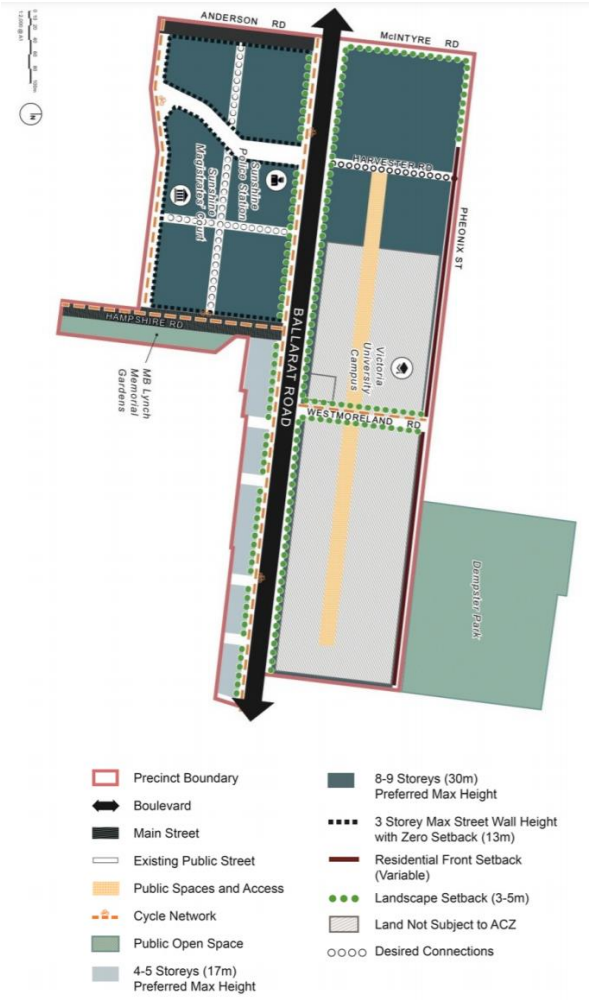
Source: Urban Enterprise, 2021.

APPENDIX B SUNSHINE MAC PRECINCTS

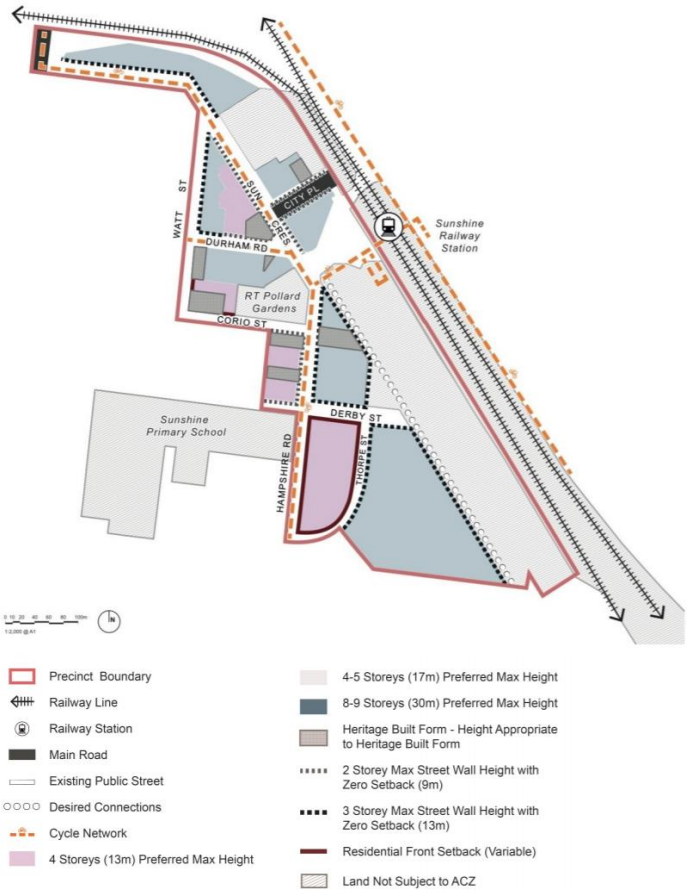
Precinct 1: Main Street



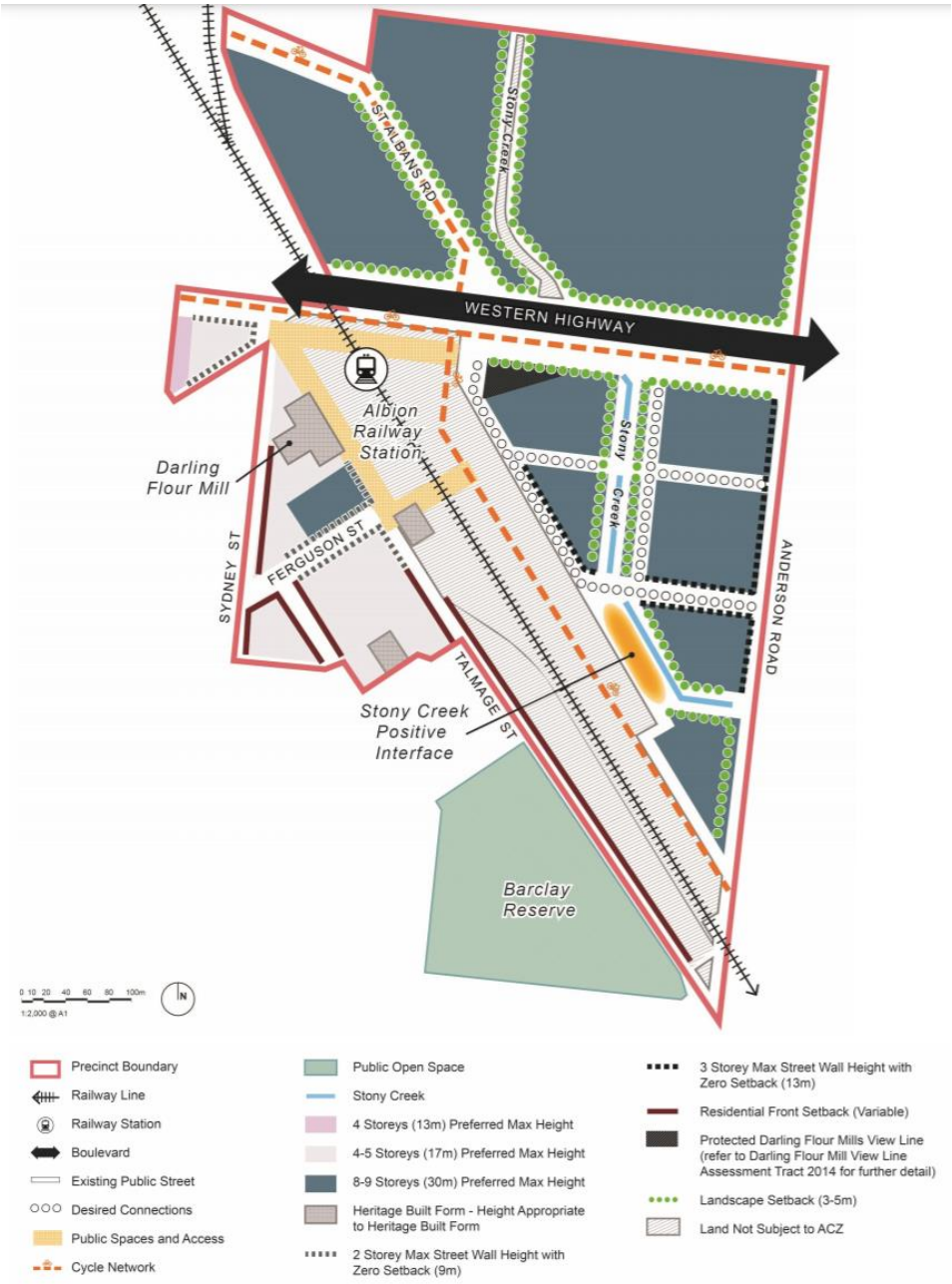
Precinct 2: Ballarat Road



Precinct 3: South Village



Precinct 4: Albion



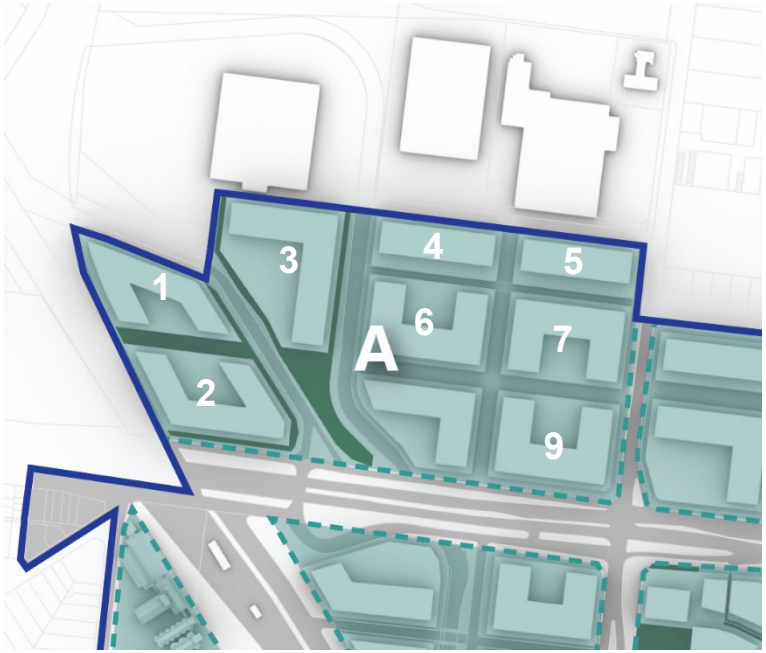
APPENDIX C SUNSHINE AC FLOORSPACE CAPACITY MODELLING

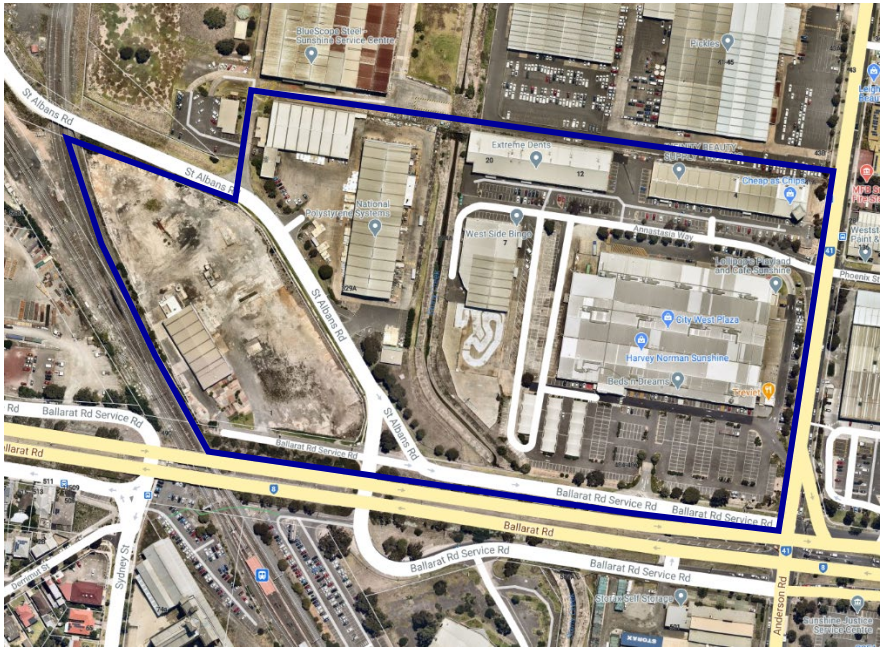
Sunshine Precinct Capacity Modelling

Maximum building envelopes

March 2021

Attachment 13.6.8





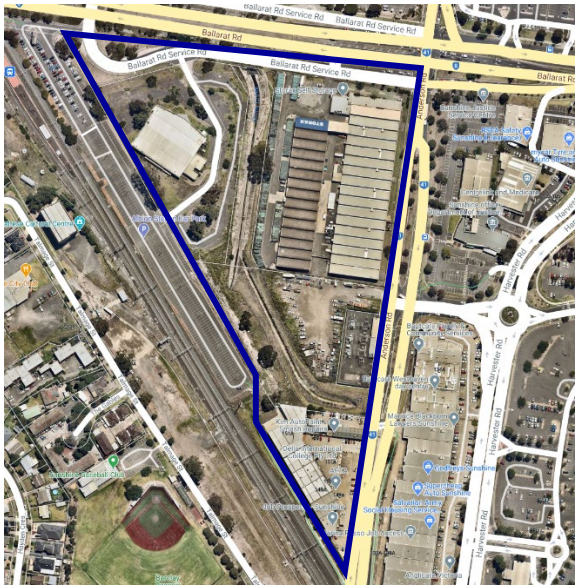
		Footprint surface	Podium levels	Podium floor area	Podium Height (m)	Above podium floor area	above podium levels	Above podium floor area	Total Height (stories)	Max Allowed height (stories)	Total GFA
A	1	8303.5 m2	4 stories	**33214.0 m2**	13 m	4593.6 m2	5 stories	**22968.0 m2**	9 stories	9 stories	**56182.0 m2**
A	2	9812.0 m2	4 stories	**39248.0 m2**	13 m	5257.7 m2	5 stories	**26288.5 m2**	9 stories	9 stories	**65536.5 m2**
A	3	12606.0 m2	4 stories	**50424.0 m2**	13 m	5924.4 m2	5 stories	**29622.0 m2**	9 stories	9 stories	**80046.0 m2**
A	4	5991.9 m2	4 stories	**23967.6 m2**	13 m	3273.7 m2	5 stories	**16368.5 m2**	9 stories	9 stories	**40336.1 m2**
A	5	5772.2 m2	4 stories	**23088.8 m2**	13 m	3143.7 m2	5 stories	**15718.5 m2**	9 stories	9 stories	**38807.3 m2**
A	6	9615.7 m2	4 stories	**38462.8 m2**	13 m	5513.2 m2	5 stories	**27566.0 m2**	9 stories	9 stories	**66028.8 m2**
A	7	9288.5 m2	4 stories	**37154.0 m2**	13 m	5393.7 m2	5 stories	**26968.5 m2**	9 stories	9 stories	**64122.5 m2**
A	8	7848.9 m2	4 stories	**31395.6 m2**	13 m	4068.0 m2	5 stories	**20340.0 m2**	9 stories	9 stories	**51735.6 m2**
A	9	7807.5 m2	4 stories	**31230.0 m2**	13 m	5679.7 m2	5 stories	**28398.5 m2**	9 stories	9 stories	**59628.5 m2**





		Footprint surface	Podium levels	Podium floor area	Podium Height (m)	Above podium floor area	above podium levels	Above podium floor area	Total Height (stories)	Max Allowed height (stories)	Total GFA
B	1	5485.8 m2	4 stories	**21943.0 m2**	13 m	3150.9 m2	5 stories	**15754.5 m2**	9 stories	9 stories	**37697.5 m2**
B	2	10899.8 m2	4 stories	**25500.8 m2**	13 m	4750.6 m2	5 stories	**18403.5 m2**	9 stories	9 stories	**43904.3 m2**
B	3	6375.2 m2	4 stories	**43599.2 m2**	13 m	3680.7 m2	5 stories	**23752.8 m2**	9 stories	9 stories	**67352.0 m2**
B	4	13763.9 m2	4 stories	**55055.6 m2**	13 m	6852.9 m2	5 stories	**34264.4 m2**	9 stories	9 stories	**89320.0 m2**



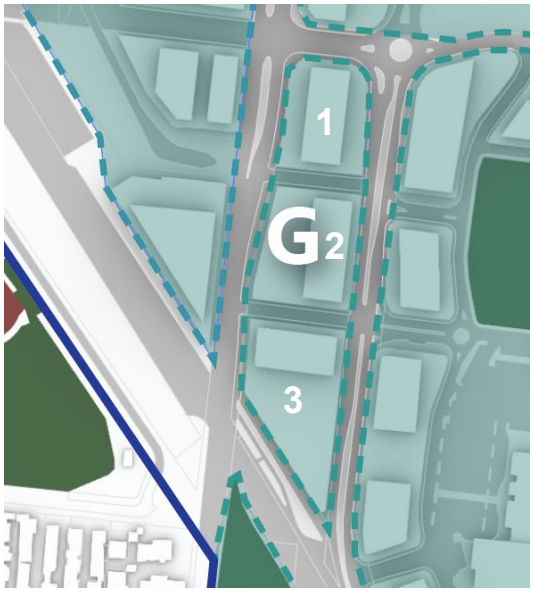


		Footprint surface	Podium levels	Podium floor area	Podium Height (m)	Above podium floor area	above podium levels	Above podium floor area	Total Height (stories)	Max Allowed height (stories)	Total GFA
E	1	8075.4 m2	4 stories	**32301.6 m2**	13 m	3443.8 m2	5 stories	**17219.0 m2**	9 stories	9 stories	**49520.6 m2**
E	2	5055.7 m2	4 stories	**20222.8 m2**	13 m	2997.4	5 stories	**14987.0 m2**	9 stories	9 stories	**35209.8 m2**
E	3	7832.7 m2	4 stories	**31330.8 m2**	13 m	4735.0 m2	5 stories	**23675.0 m2**	9 stories	9 stories	**55005.8 m2**
E	4	9026.4 m2	4 stories	**36105.6 m2**	13 m	5398.5 m2	5 stories	**26992.5 m2**	9 stories	9 stories	**63098.1 m2**
E	5	3077.5 m2	4 stories	**12310.1 m2**	13 m	1414.8 m2	5 stories	**7074.0 m2**	9 stories	9 stories	**19384.1 m2**
E	6	1964.0 m2	4 stories	**7856.0 m2**	13 m	973.0 m2	5 stories	**4865.0 m2**	9 stories	9 stories	**12721.0 m2**
E	7	5132.9 m2	4 stories	**20531.6 m2**	13 m	2861.4 m2	5 stories	**14307.0 m2**	9 stories	9 stories	**34838.6 m2**
E	8	880.9 m2	4 stories	**3523.4 m2**	13 m	0.0 m2	NA	**0.0 m2**	4 stories	9 stories	**3523.4 m2**



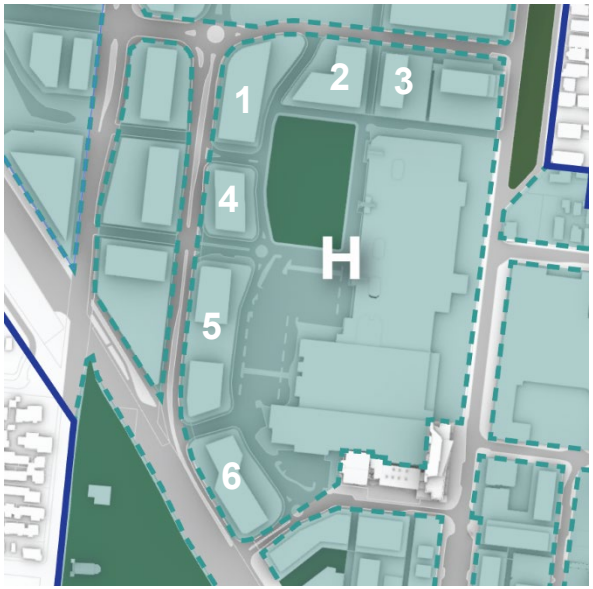


		Footprint surface	Podium levels	Podium floor area	Podium Height (m)	Above podium floor area	above podium levels	Above podium floor area	Total Height (stories)	Max Allowed height (stories)	Total GFA
F	1	2847.6 m2	4 stories	**11390.4 m2**	13 m	1228.4 m2	5 stories	**6142.2 m2**	9 stories	9 stories	**17532.6 m2**
F	2	3087.5 m2	4 stories	**12350.0 m2**	13 m	2106.6 m2	5 stories	**10533.0 m2**	9 stories	9 stories	**22883.0 m2**
F	3	2228.7 m2	4 stories	**8914.8 m2**	13 m	1180.2 m2	5 stories	**5901.0 m2**	9 stories	9 stories	**14815.8 m2**
F	4	6575.0 m2	4 stories	**26300.0 m2**	13 m	3122.9 m2	5 stories	**15614.5 m2**	9 stories	9 stories	**41914.5 m2**
F	5										
F	6	4618.9 m2	4 stories	**18475.6 m2**	13 m	2170.7 m2	5 stories	**10853.3 m2**	9 stories	9 stories	**29328.9 m2**
F	7	1975.7 m2	4 stories	**7902.8 m2**	13 m	940.5 m2	5 stories	**4702.5 m2**	9 stories	9 stories	**12605.3 m2**
F	8	4724.0 m2	4 stories	**18896.0 m2**	13 m	2301.3 m2	5 stories	**11506.5 m2**	9 stories	9 stories	**30402.5 m2**
F	9										
F	10	9552.4 m2	4 stories	**38209.6 m2**	13 m	5399.0 m2	5 stories	**26995.0 m2**	9 stories	9 stories	**65204.6 m2**



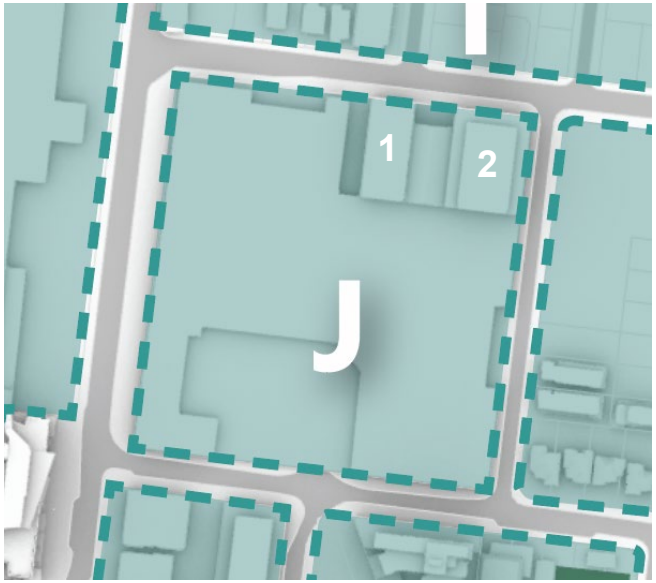


		Footprint surface	Podium levels	Podium floor area	Podium Height (m)	Above podium floor area	above podium levels	Above podium floor area	Total Height (stories)	Max Allowed height (stories)	Total GFA
G	1	5167.8	4 stories	**20671.2 m2**	13 m	2182.0 m2	5 stories	**10910.0 m2**	9 stories	9 stories	**31581.2 m2**
G	2	6279.8	4 stories	**25119.2 m2**	13 m	2322.5 m2	5 stories	**11612.5 m2**	9 stories	9 stories	**36731.7 m2**
G	3	7383.9	4 stories	**29535.6 m2**	13 m	1844.0 m2	5 stories	**9220.0 m2**	9 stories	9 stories	**38755.6 m2**



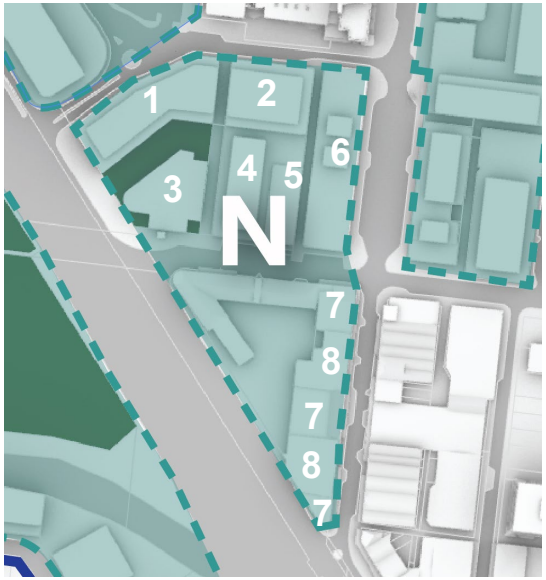


		Footprint surface	Podium levels	Podium floor area	Podium Height (m)	Above podium floor area	above podium levels	Above podium floor area	Total Height (stories)	Max Allowed height (stories)	Total GFA
H	1	6011.7 m2	4 stories	**24046.8 m2**	13 m	3665.0 m2	5 stories	**18325.0 m2**	9 stories	9 stories	**42371.8 m2**
H	2	4788.6 m2	4 stories	**19154.4 m2**	13 m	2748.0 m2	5 stories	**13740.0 m2**	9 stories	9 stories	**32894.4 m2**
H	4	3576.5 m2	4 stories	**14306.0 m2**	13 m	1793.0 m2	5 stories	**8965.0 m2**	9 stories	9 stories	**23271.0 m2**
H	5	7807.0 m2	4 stories	**31228.0 m2**	13 m	3525.0 m2	5 stories	**17625.0 m2**	9 stories	9 stories	**48853.0 m2**
H	6	9578.5 m2	4 stories	**38314.0 m2**	13 m	2810.7 m2	5 stories	**14053.5 m2**	9 stories	9 stories	**52367.5 m2**



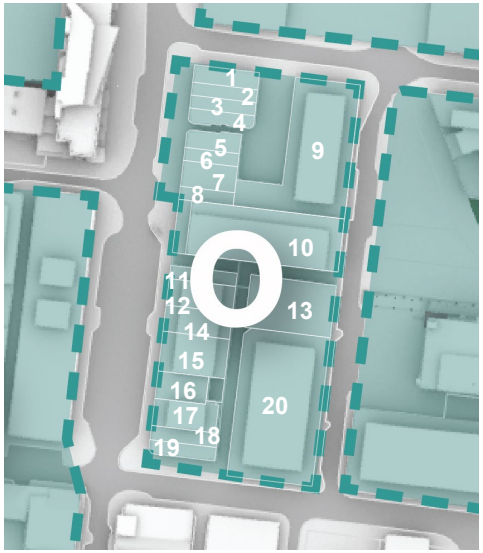


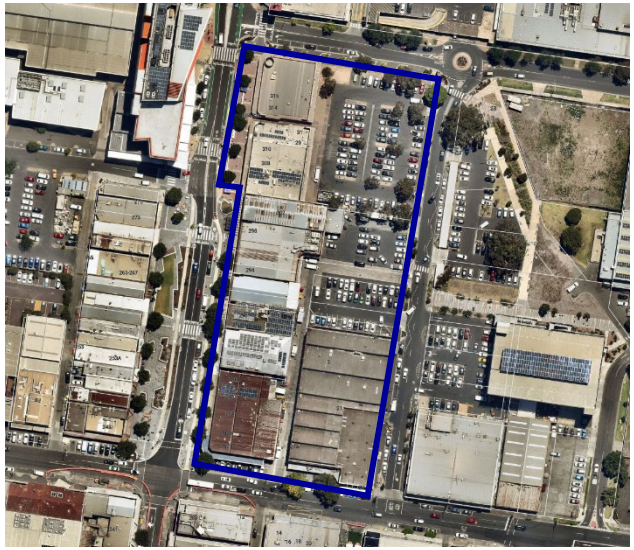
		Footprint surface	Podium levels	Podium floor area	Podium Height (m)	Above podium floor area	above podium levels	Above podium floor area	Total Height (stories)	Max Allowed height (stories)	Total GFA
J	1	1006.8 m2	4 stories	**4027.0 m2**	13 m	NOT FEASABLE	NA	**NA**	4 stories	5 stories	**4027.0 m2**
J	2	1746.5 m2	4 stories	**6986.0 m2**	13 m	1025.1 m2	1 stories	**1025.1 m2**	5 stories	5 stories	**8011.1 m2**





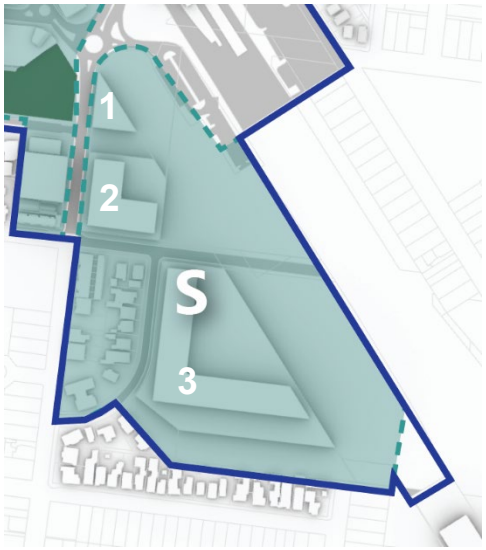
		Footprint surface	Podium levels	Podium floor area	Podium Height (m)	Above podium floor area	above podium levels	Above podium floor area	Total Height (stories)	Max Allowed height (stories)	Total GFA
N	1	3230.6 m2	4 stories	**12922.4 m2**	13 m	1974.0 m2	1 stories	**1974.0 m2**	5 stories	5 stories	**14896.4 m2**
N	2	2138.8 m2	4 stories	**8555.2 m2**	13 m	1345.2 m2	1 stories	**1345.2 m2**	5 stories	5 stories	**9900.4 m2**
N	3	3344.7 m2	2 stories	**6689.4 m2**	9 m	Varies	3 stories	**6611.7 m2**	5 stories	5 stories	**13301.1 m2**
N	4	2635.9 m2	2 stories	**5271.8 m2**	9 m	1179.0 m2	3 stories	**3537.0 m2**	5 stories	5 stories	**8808.8 m2**
N	5	910.0 m2	3 stories	**2730.0 m2**	9 m	NOT FEASABLE	NA	**NA**	3 stories	5 stories	**2730.0 m2**
N	6	3717.0 m2	3 stories	**11151.0 m2**	9 m	379.6 m2	2 stories	**759.2 m2**	3 stories	5 stories	**11910.2 m2**
N	7	1763.6 m2	2 stories	**3527.2 m2**	9 m	NOT FEASABLE	NA	**NA**	2 stories	5 stories	**3527.2 m2**
N	8	2012.3 m2	3 stories	**6036.8 m2**	9 m	NOT FEASABLE	NA	**NA**	3 stories	5 stories	**6036.8 m2**





		Footprint surface	Podium levels	Podium floor area	Podium Height (m)	Above podium floor area	above podium levels	Above podium floor area	Total Height (stories)	Max Allowed height (stories)	Total GFA
O	1	238.5 m2	2 stories	**477.1 m2**	9 m	NOT FEASABLE	NA	**NA**	2 stories	5 stories	**477.1 m2**
O	2	180.1 m2	2 stories	**360.3 m2**	9 m	NOT FEASABLE	NA	**NA**	2 stories	5 stories	**360.3 m2**
O	3	180.0 m2	2 stories	**359.9 m2**	9 m	NOT FEASABLE	NA	**NA**	2 stories	5 stories	**359.9 m2**
O	4	182.7 m2	2 stories	**365.4 m2**	9 m	NOT FEASABLE	NA	**NA**	2 stories	5 stories	**365.4 m2**
O	5	211.4 m2	2 stories	**422.8 m2**	9 m	NOT FEASABLE	NA	**NA**	2 stories	5 stories	**422.8 m2**
O	6	150.0 m2	2 stories	**300.0 m2**	9 m	NOT FEASABLE	NA	**NA**	2 stories	5 stories	**300.0 m2**
O	7	300.0 m2	2 stories	**600.0 m2**	9 m	NOT FEASABLE	NA	**NA**	2 stories	5 stories	**600.0 m2**
O	8	150.4 m2	2 stories	**300.8 m2**	9 m	NOT FEASABLE	NA	**NA**	2 stories	5 stories	**300.8 m2**
O	9	2115.0 m2	2 stories	**4230.0 m2**	13 m	899.4 m2	3 stories	**2698.2 m2**	5 stories	5 stories	**6928.2 m2**
O	10	1877.3 m2	varies	**7218.6 m2**	13 m	1196.0 m2	1 stories	**1196.0 m2**	5 stories	5 stories	**8414.6 m2**
O	11	185.9 m2	2 stories	**371.8 m2**	9 m	NOT FEASABLE	NA	**NA**	2 stories	5 stories	**371.8 m2**
O	12	374.7 m2	3 stories	**1124.0 m2**	9 m	228.0 m2	2 stories	**456.0 m2**	5 stories	5 stories	**1580.0 m2**
O	13	954.7 m2	2 stories	**1909.4 m2**	13 m	663.2 m2	3 stories	**1989.6 m2**	5 stories	5 stories	**3899.0 m2**
O	14	372.7 m2	3 stories	**1118.1 m2**	9 m	226.8 m2	2 stories	**453.6 m2**	5 stories	5 stories	**1571.7 m2**
O	15	561.0 m2	3 stories	**1683.0 m2**	9 m	341.3	2 stories	**682.6 m2**	5 stories	5 stories	**2365.6 m2**
O	16	296.0 m2	3 stories	**888.0 m2**	9 m	NOT FEASABLE	NA	**NA**	2 stories	5 stories	**888.0 m2**
O	17	374.9 m2	3 stories	**1124.7 m2**	9 m	216.2 m2	2 stories	**432.4 m2**	5 stories	5 stories	**1557.1 m2**

O	18	201.0 m2	2 stories	**402.0 m2**	9 m	NOT FEASABLE	NA	**NA**	2 stories	5 stories	**402.0 m2**
O	19	189.9 m2	2 stories	**379.8 m2**	9 m	NOT FEASABLE	NA	**NA**	2 stories	5 stories	**379.8 m2**
O	20	2706.8 m2	2 stories	**5413.6 m2**	9 m	1557.5 m2	3 stories	**4672.5 m2**	5 stories	5 stories	**10086.1 m2**





		Footprint surface	Podium levels	Podium floor area	Podium Height (m)	Above podium floor area	above podium levels	Above podium floor area	Total Height (stories)	Max Allowed height (stories)	Total GFA
S	1	1509.9 m2	2 stories	**3019.8 m2**	9 m	878.0 m2	4 stories	**3512.0 m2**	6 stories	6 stories	**6531.8 m2**
S	2	1579.8 m2	2 stories	**3159.6 m2**	9 m	897.7 m2	4 stories	**3590.7 m2**	6 stories	6 stories	**6750.3 m2**
S	3	1925.6 m2	2 stories	**3851.2 m2**	9 m	748.9 m2	3 stories	**2246.7 m2**	5 stories	5 stories	**6097.9 m2**

APPENDIX D COMMERCIAL 1 ZONE SITES

LIST OF C1Z SITES AND PRECINCTS

Activity Centre	Type	Policy Direction (Clause 21.08)	Overlays	Land Vacancy	Current uses
St Albans	Major Activity Centre	Encourage medium density development within and adjacent to the centre	DDO9	Some vacant sites	Mixed retail, some residential
Keilor Downs	Major Activity Centre	Encourage higher density residential development located in and around the centre.	DPO2	Large vacant site on Copernicus Way	Kmart, Supermarket, Post Office, Retail, Food retailers
Brimbank Central	Major Activity Centre	Encourage higher density residential development within and around the centre		No	Shopping centre
Deer Park Village	Major Activity Centre	Encourage higher density development consistent with the Deer Park Village Shopping Centre UDF.		Some vacant sites	Bank, supermarket, food retailers, retail, Post Office
Cairnlea	Large Neighbourhood Activity Centre	Encourage shop top housing	DPO6 (EAO on one site)	No	Childcare centre, gym, food retailers, retail
Delahey Village	Large Neighbourhood Activity Centre	Encourage shop top housing	DPO5	No	Supermarket, auto services, food retailers
Taylors Lakes	Large Neighbourhood Activity Centre	Encourage shop top housing	N/A (EAO on one site)	No	Supermarket, food retailers, building and garden supplies, bulky goods
Derrimut Village	Large Neighbourhood Activity Centre	Encourage shop top housing		No	Supermarket, medical centre, food retailers
Brimbank Gardens	Small Neighbourhood Activity Centre	Encourage shop top housing		Vacant	No existing uses
Fitzgerald Rd	Small Neighbourhood Activity Centre	Encourage shop top housing		No	Pharmacy, food retailer
Fosters Rd	Small Neighbourhood Activity Centre	Encourage shop top housing	MAEO1	No	Convenience retail, food retailers
Furlong Rd	Small Neighbourhood Activity Centre	Encourage shop top housing		No	Food retailers
Glengala Village	Small Neighbourhood Activity Centre	Encourage shop top housing	EAO on one site	No	Post office, takeaway food retailers, butcher, milk bar
Keilor Village	Small Neighbourhood Activity Centre	Encourage shop top housing	DDO10, MEAO2, SLO1	No	Hotel, food retailers, Private Hospital, Motor Inn, retail, residential
River Valley (proposed)	Small Neighbourhood Activity Centre	Encourage shop top housing	DPO3	Vacant	No existing uses
Robinsons Rd	Small Neighbourhood Activity Centre	Encourage shop top housing	EAO	No	Supermarket, takeaway food retailer
Talintyre Rd	Small Neighbourhood Activity Centre	Encourage shop top housing		No	Supermarket, takeaway food retailer
5-23 Northumberland Rd	Local Activity Centre	Encourage shop top housing	SBO	No	Grocer, butcher, retail
202 Main Rd East	Local Activity Centre	Encourage shop top housing	SBO	No	Takeaway food retailer
287 Glengala Rd	Local Activity Centre	Encourage shop top housing	SBO	No	Bottle shop, takeaway food retailer
350 Taylors Rd	Local Activity Centre	Encourage shop top housing		No	Vet, food retailer
Berkshire Rd	Local Activity Centre	Encourage shop top housing		No	Takeaway food retailers, hairdresser
Conrad St	Local Activity Centre	Encourage shop top housing		No	Convenience retail, food retailers
Dumfries St	Local Activity Centre	Encourage shop top housing		No	Takeaway food retailers
Hume Dr	Local Activity Centre	Encourage shop top housing		No	Takeaway food retailers

Activity Centre	Type	Policy Direction (Clause 21.08)	Overlays	Land Vacancy	Current uses
Kings Rd	Local Activity Centre	Encourage shop top housing	EAO on one site	No	Food retailers
Leslie St	Local Activity Centre	Encourage shop top housing		No	Food retailers
Overton Lea Blvd	Local Activity Centre	Encourage shop top housing		No	Takeaway food retailer, grocery, petrol station
McIntyre Rd	Local Activity Centre	Encourage shop top housing	DDO6	No	Post Office, Retail
Monash St	Local Activity Centre	Encourage shop top housing	SBO	No	Café, Milkbar
St Albans Rd	Local Activity Centre	Encourage shop top housing		No	Food retailer
Stradbroke Dr	Local Activity Centre	Encourage shop top housing	SBO	No	Takeaway food retailer
Stenson Rd	Local Activity Centre	Encourage shop top housing		No	Food retailer
Sydenham Community Hub	Local Activity Centre	Encourage shop top housing		No	Takeaway food retailer
Warwick Rd	Local Activity Centre	Encourage shop top housing	SBO	No	Food retailers
Willaton St	Local Activity Centre	Encourage shop top housing		No	Food retailer, bottle shop, residential
55-63 Northumberland Rd	Local Activity Centre		SBO	No	Supermarket, takeaway food retailer, retail
Melton Hwy Shopping Centre	Local Activity Centre			No	Supermarket, Petrol Station, takeaway food retailer
Bell St	Local Activity Centre			No	Takeaway food retailer
Holt St	Local Activity Centre			No	Post Office, food retailer
Suffolk Rd	Local Activity Centre			No	Real estate agent, food retailer
Perth Ave	Local Activity Centre			No	Café, deli, bakery, grocery
Disraeli St	Local Activity Centre			No	Medical
38 Main Rd East	Local Activity Centre			No	Hotel, medical centre, takeaway food, hotel
Maxwell St	Local Activity Centre			No	Hairdresser
Ardeer Shopping Centre	Local Activity Centre			No	Supermarket, takeaway food retailer
216-218 Main Rd East	Local Activity Centre			No	Retail, offices
John St	Local Activity Centre			No	Retail
129 Copernicus Way	Local Activity Centre			No	Takeaway food retailer
Porter Crt Shopping Centre	Local Activity Centre			No	Grocery
110 - 112 Main Rd East	Local Activity Centre		SBO	1 vacant Site	Commercial including convenience retail

Source: Urban Enterprise 2021.

Designing for Density in the Residential Growth Zone

Brimbank City Council

Design Guidelines

March 2024
Version 4

échelon planning

Hodyl & Co



Introduction

The purpose of this project is to develop design guidance for residential developments of up to four storeys in the Residential Growth Zone (RGZ).

The draft Housing Strategy identifies land in the RGZ for ‘substantial change’ and directs that the aspiration for greater density and built form outcomes must be supported by design objectives that identify the preferred design outcomes to be achieved. The design objectives in the Housing Strategy will be supported by design guidelines in the Brimbank Neighbourhood Character Strategy and implemented via ResCode variations in the schedule to the zone.

Together, the combination of these measures would encourage four storey apartment developments in the RGZ.

While four storey apartment developments are the focus of the design objectives and guidelines, townhouse developments are also expected in the RGZ. The design outcomes and guidelines are primarily applicable to both development types. Specific references to apartments or townhouses are included where relevant to acknowledge the distinct building typologies.

This document contains:

- Design Outcomes
- Design Guidelines
- Suggested ResCode variations

Site design and layout

Site design and layout refers to the overall organisation of the building or buildings in terms of the layout, orientation and massing.

DESIGN OUTCOME	DESIGN GUIDELINE
• Development that contributes to the preferred future character of the area by supporting higher residential densities and diverse housing types. • Built form provides appropriate separation between buildings and allows for equitable development of adjoining sites. • Site layout that allows for good internal amenity outcomes.	Building layout and orientation balances the requirement for passive surveillance of the street, internal amenity and solar access. Orientate primary outlook (living and dining rooms) towards the street frontage and rear of the site. Design habitable room windows to avoid the use of screening. Support site consolidation to facilitate apartment development and to improve amenity by providing opportunities for reduced driveways and additional space for landscaping and shared spaces. Support apartment developments on corner lots where there are opportunities for built form to front the street without requiring upper level setbacks. Apartment development should only be encouraged on single lots where the width of the site enables good amenity outcomes.

Site design and layout

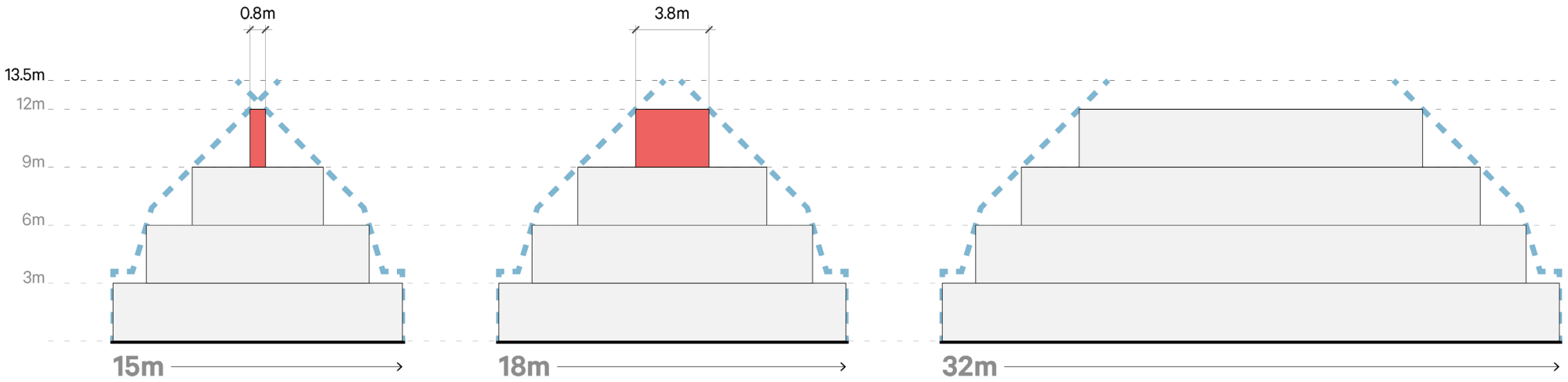


Figure 1. Comparison of ResCode side setbacks with typical lot widths (left and middle) and two lot consolidation (right). The diagrams demonstrate that lot consolidation, corner lots, or wider single lots are needed to achieve a viable floor plate at the fourth storey.

Site design and layout

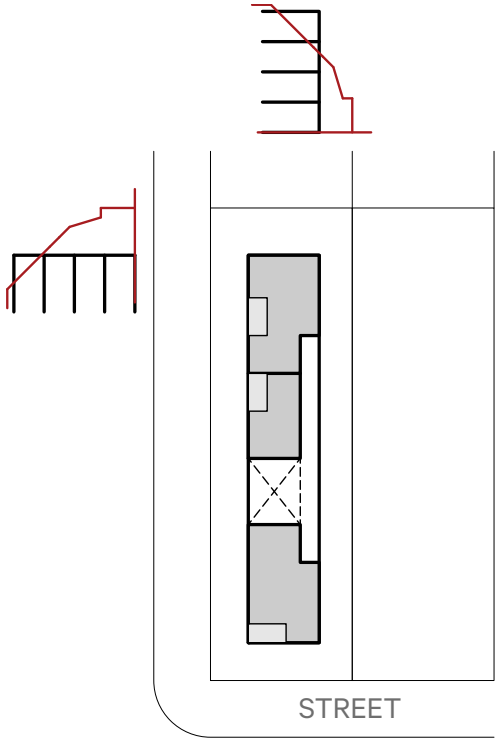


Figure 2. Single corner lot (15 m x 50 m). Apartments are orientated towards the street to avoid overlooking. The building encroaches into the ResCode envelope with a 5 m side setback and 3.5 m rear setback to all levels.

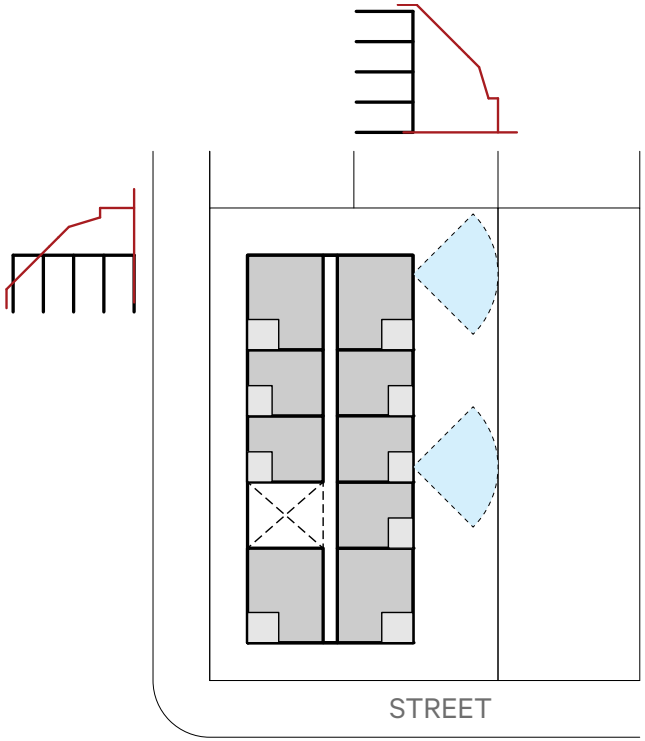


Figure 3. Consolidated corner lot (30 m x 50 m). The orientation of apartments towards the street and generous setback avoids overlooking. The building encroaches into the ResCode envelope with a 5 m side setback to all levels.

Site design and layout

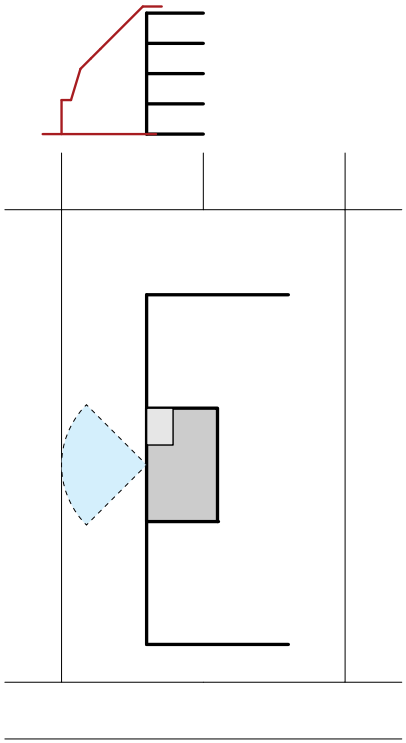


Figure 4. Consolidated mid-block lot (30 m x 50 m). If apartments are orientated towards side boundaries, a significant setback (up to 9 m) would be needed to comply with the ResCode overlooking objective.

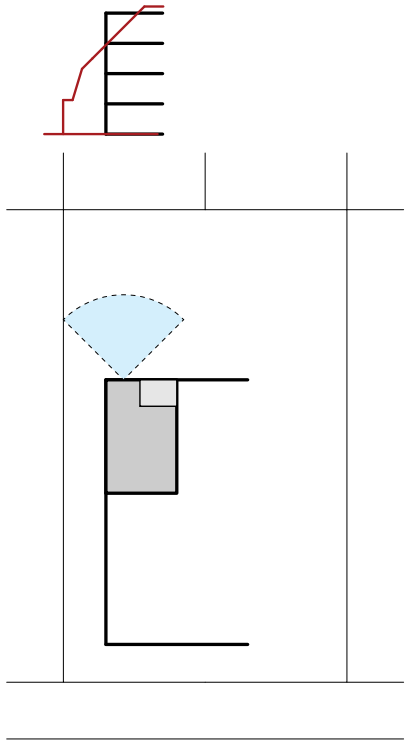


Figure 5. By orientating an apartment building towards the street and rear garden, significantly improved amenity outcomes can be delivered. To efficiently stack the building floor plates, the building would encroach into the ResCode envelope with a side setback to all levels of 4.5 m in the plan above.

Site design and layout

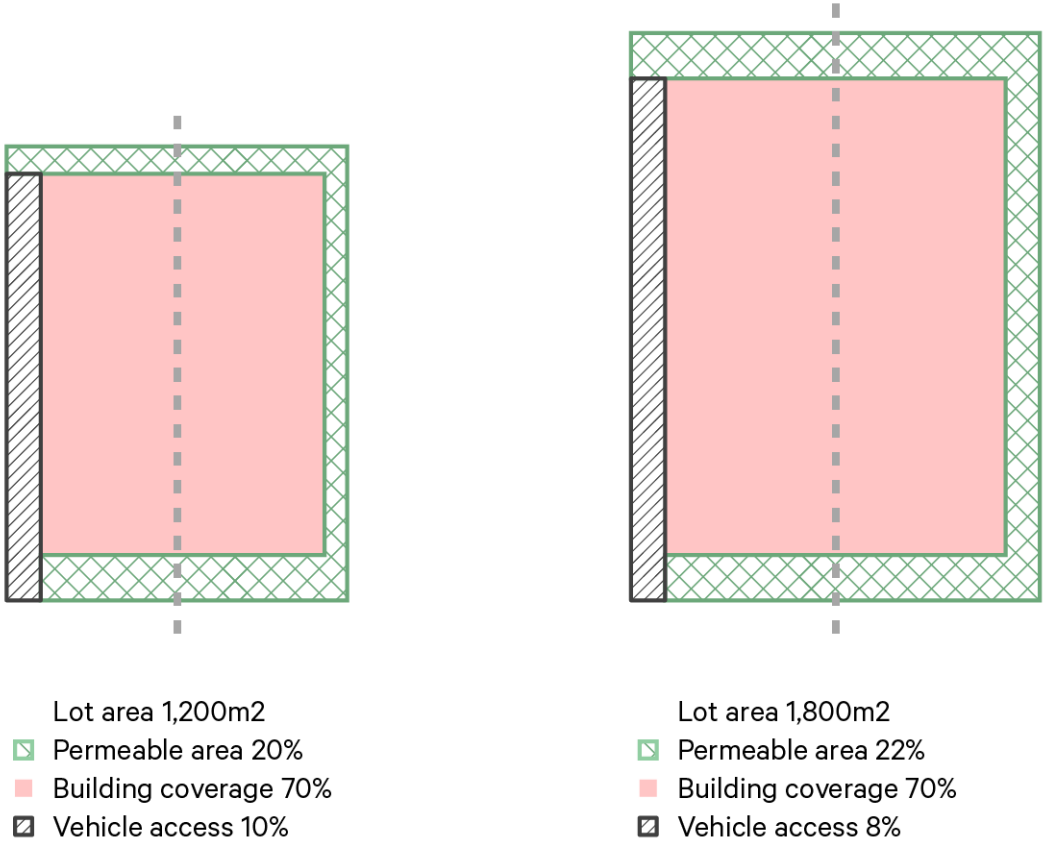


Figure 6. While higher site coverage is often linked to opportunities for increased density, there can be challenges in maintaining permeable areas and appropriate setbacks. The above diagram shows consolidation of two common lots in Brimbank. With 70% site coverage and an allowance for vehicle access, the remaining permeable area is 20-22%. This doesn't allow for any additional non-permeable surfaces such as pedestrian access paths, paving to ground level open spaces, surface car parking, bicycle parking or other infrastructure such as rainwater tanks.

Site design and layout

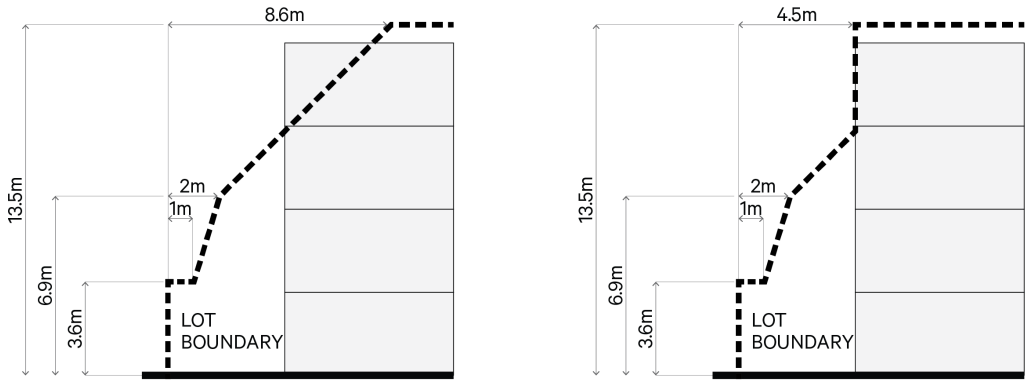


Figure 7. The two diagrams above show a four storey apartment building with a 4.5 m side boundary setback. The diagram on the left shows the standard ResCode side setback while the diagram on the right shows the proposed variation that would enable a more efficient building layout by stacking floor plates vertically. By orientating apartments towards the street and rear garden, amenity outcomes for residents would improve as primary outlook to the side boundary is avoided.

RESCODE VARIATION

Clause 55.04-1 Side and Rear Setbacks Standard B17

Side Setbacks

A new building not on or within 200mm of a boundary should be set back from side boundaries:

- 1 metre, plus 0.3 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres up to 9.4 metres; and
- 4.5 metres for building heights above 9.4 metres

Rear setbacks

No variations proposed

Clause 55.03-3 Site Coverage - Standard B8

The site area covered by buildings should not exceed 60%.

Public realm interface

Public realm interface refers to how the building interacts with the public realm such as streets and parks.

DESIGN OUTCOME

- Development that is integrated with adjoining streets, parks and other public spaces.
- Building frontages that contribute to the liveliness, interest, comfort and safety of the public realm.
- Development that retains and enhances the amenity of the public realm.
- Development that provides for functional spaces.

DESIGN GUIDELINE

Support reduced street setbacks relative to the existing pattern of development and current ResCode standards.

Ensure balconies do not encorach into the reduced street setback.

Provide deep soil zones for retention of existing canopy trees (if practicable) or planting of new canopy trees.

Maintain a clear sense of address and passive surveillance of the street.

Orientate the main entry of dwellings towards the street frontage to provide direct address and activation of the public realm.

DESIGN GUIDELINE

Locate habitable rooms on all levels along street frontages to increase passive surveillance.

Locate permeable fencing and landscaping on ground floor residential interfaces that balance passive surveillance and privacy.

Provide entry verandahs or porches to development for weather protection and a transitional entry area.

Provide a pedestrian pathway in developments that interface with an adjoining park of public open space, where the park of public open space is well-designed, safe, supports a mix of activities and is highly used.

Orientate upper level habitable rooms and balconies towards an adjacent park or public open space to improve amenity, outlook and passive surveillance.

Encourage designs that contribute to the public realm, such as community gardens or seating that can be used by the public.

Public realm interface



Figure 8. The public realm interface at 9 Gertrude Street, St Albans by NMBW and MADA gives back to the street with well designed seating and landscaping.

RESCODE VARIATION

Clause 55.03-1 Street Setback (Standard B6)

- 4 metres for all street types
- Where a new development is located on a corner site, the setback to all streets is 4 metres.
- Balconies should not encroach into this setback.

Clause 55.06-2 Front Fence Height (Standard B32)

- 1.5 metres for streets in a Transport Zone 2 and 1.2 metres for other streets.

Movement and access

Movement and access refers to the way pedestrians, cyclists, other types of micromobility, and vehicles are able to access and move through the site.

DESIGN OUTCOME

- Building entries and pedestrian access that are easily identifiable and provide direct connections to the public realm.
- Development that minimises vehicular access points and reduces their impact on the streetscape.
- Development that provides appropriate parking for multiple modes of transport.
- Development that minimises conflict between pedestrians, cyclists and vehicular movements.
- Car parks that enable adaptation for alternative uses in the future.

DESIGN GUIDELINE

Minimise the number of crossovers to improve the interface to the street. Generally provide a single crossover per development unless additional crossovers provide improved design outcomes on larger sites.

Minimise the length of the driveway to reduce the dominance of cars in the development and increase opportunities for open space and landscaping.

DESIGN GUIDELINE

Use side boundaries to provide separate pedestrian and vehicle access. If a single point of access is provided, design driveways as shared spaces with pedestrian priority.

Reduce the need for reverse living townhouses by directly connecting ground floor living spaces to external areas and providing car parking structures that are separated from, or located alongside, the dwelling.

Provide at grade car parking for apartments that is ‘sleeved’ by dwellings that are orientated towards the street.

If individual garages are provided with the dwelling, encourage designs that have natural light and ventilation so they can be adaptable for other uses in the future.

Ensure building users have safe, secure, and well ventilated access to basement car parking.

Provide adequate setbacks between basement car parking and site boundaries to facilitate deep soil areas for canopy trees and in-ground planting.

Provide adequate bike parking that is easy to access either in shared areas that are sheltered or dedicated space in the garage.

Movement and access



Figure 9. Landscaped pedestrian entrances separated from car parking access. The front dwelling has the entry door orientated towards the street and the access terminates around the window of the rear dwelling.

RESCODE VARIATION

N/A

Building layout and design

Building layout and design refers to the external form and appearance of the building as well as the internal layout.

DESIGN OUTCOME

- External building design that provides visual interest, is well proportioned and coherent.
- Development that presents an integrated design of external building elements such as walls, roofs and balconies.
- Internal layout provides amenity for building residents and protects amenity of adjoining neighbours.

DESIGN GUIDELINE

Provide simple and efficient built form that presents a clean and legible building, and ensures any articulation and setbacks are carefully resolved.

Avoid complex and cluttered built form with unnecessary articulation and setbacks.

Support walls on boundaries for townhouses at ground level where this achieves improved amenity outcomes, further reduces the impact of vehicles by reducing the length of access ways or dominance of car parking structures in the public realm, and provides additional open space and permeable surfaces for landscaping.

DESIGN GUIDELINE

Allow for reduced side setbacks at the upper level of four storey apartments where dwellings are orientated towards the street or rear garden.

Minimise internal overlooking and direct views through the careful design and location of windows, balconies and ground level private open space.

Limit the use of privacy screening to avoid poor internal amenity outcomes for future residents. If screening is required, utilise horizontal louvres to limit downward views or a privacy shelf to restrict downward views while maintaining clear views to the distance. Avoid using obscure glass on windows or balconies.

Provide generous balconies when used as secluded private open space. Orientate balconies towards the street or rear garden and avoid small side facing balconies with privacy screens.

Locate noise sensitive spaces, such as bedrooms, away from busy main roads.

Utilise landscaping in the front setback to reduce ambient noise impacts on the dwelling.

Building layout and design

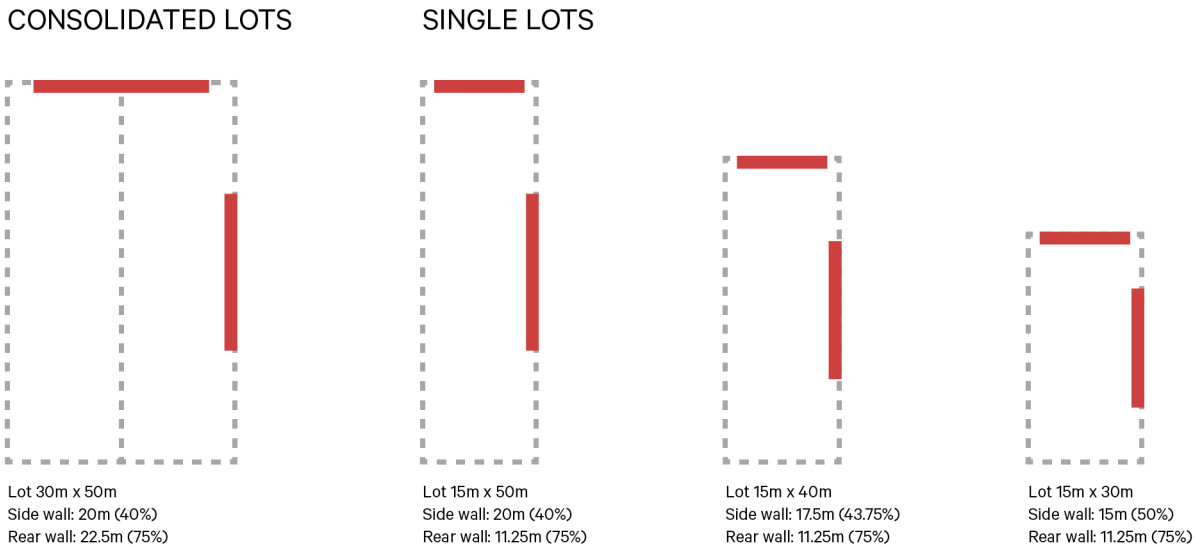


Figure 10. The above diagrams illustrate the standard allowance for walls on boundaries for a consolidated lot and several typical single lots within Brimbank. Walls on boundaries should only be supported where the design response achieves improved amenity outcomes. For example, the Exemplar Design for Medium Density Development by City of Darebin demonstrates how townhouses with walls on boundaries can unlock opportunities for good design outcomes.

RESCODE VARIATION

Clause 55.04-1 Side and Rear Setbacks Standard B17

Side Setbacks

A new building not on or within 200mm of a boundary should be set back from side boundaries:

- 1 metre, plus 0.3 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres up to 9.4 metres; and
- 4.5 metres for building heights above 9.4 metres

Rear setbacks

No variations proposed

Clause 55.03-1 Street Setback (Standard B6)

- 4 metres for all street types.
- Where a new development is located on a corner site, the setback to all street is 4 metres.
- Balconies should not encroach into this setback.

Open space and landscaping

Landscaping refers to the various types of planting that provide amenity for occupants and people in the public realm, and contribute to improved water efficiency and urban cooling.

DESIGN OUTCOME	DESIGN GUIDELINE
• Development that maximises canopy coverage by incorporating existing mature trees and significant deep soil areas for new canopy trees. • Private and communal open space that is fit for purpose, safe and attractive. • Landscaping that improves amenity to the public realm. • Planting that is viable and sustainable. • Landscaping that improves the micro-climate and enhances biodiversity.	Provide canopy trees and in-ground planting at street frontages and rear gardens. Design the location of services to provide space for deep soil zones and areas for in-ground planting. Provide greenery and landscaping at the end of driveways to reduce the dominance of car parking. Provide wide landscape strips along driveways that have sufficient space for small to medium plants to reduce the impact of driveways. Use permeable paving that allows water to penetrate into the ground to reduce stormwater runoff and the urban heat island effect. Utilise landscaping to provide screening from adjoining properties and within the development.

Open space and landscaping



Figure 11. Retention of existing canopy trees makes a significant contribution to the landscape design and public realm.

RESCODE VARIATION

Clause 55.03-8 Landscaping (Standard B13)

On sites with a frontage of less than 20 metres:

- Provide a minimum of one (1) canopy tree of minimum 6 metres height at maturity in both the front setback and rear setback.

On sites with a frontage of 20 metres or more:

- Provide a minimum of two (2) canopy trees of minimum 6 metres height at maturity in both the front setback and rear setback.

Clause 55.05-4 Private Open Space (Standard B28)

A minimum area of 25 square metres consisting of secluded private open space with a minimum dimension of 3 metres and convenient access from a living room, or

A balcony with a minimum area of 8 square metres with a minimum width of 2 metres and convenient access from a living room.

Design detail

Design detail refers to the choice of materials, construction detailing and integration of specific building elements.

DESIGN OUTCOME	DESIGN GUIDELINE
• Development that establishes a positive relationship with the context and provides visual interest from the public realm. • Development that delivers high quality design on all visible sides of a building. • Development that uses robust materials that age well with time.	Use high quality and robust materials that age well with minimum maintenance for the building facade such as brick, natural timber, metal cladding, cement sheets and blockwork. Avoid materials such as render that do not age well and require regular maintenance. Minimise the number of materials used on the facade to provide a clean and legible appearance to the building. Use materials coherently to emphasise the proportions and rhythm of the facade design. Use solid or slatted balconies to provide privacy, and increase amenity. Avoid the use of glass balustrades which reduce privacy and add to visual clutter. Use enclosed / covered balconies on upper levels to provide weather protection and increased useability. Incorporate external elements such as screens, roof mounted solar panels and hot water systems into the facade and roof design. Carefully integrate any exposed service elements or service cabinets, such as bins, air conditioning, lifts, utility meters, mailboxes and fire services are into the design of the building or development.

Design detail



Figure 12. A limited palette of materials and details results in a building that is robust and legible.

RESCODE VARIATION

N/A

échelon planning

Hodyl & Co

Attachment 13.6.9



13.7	**Biodiversity Strategy Review**
Directorate	City Futures
Director	Kelvin Walsh
Manager	Michelle van Gerrevink
Attachment(s)	1. 2024 Biodiversity Strategy and Habitat Connectivity Plan Review [**13.7.1** - 40 pages]

Purpose

For Council to consider the Biodiversity Strategy and Habitat Connectivity Plan Review at **Attachment 1**

Officer Recommendation

That Council:

a. Notes the Biodiversity Strategy and Habitat Connectivity Plan Review at Attachment 1.

b. Notes that a new Biodiversity Strategy, which will incorporate the Habitat Connectivity Plan, is in development and a draft will be presented to the next Council for consideration to be released for community consultation.

Background

Brimbank Biodiversity Strategy 2012-2022 (the Strategy) and the Brimbank Habitat Connectivity Plan 2018-2023 (the Plan) guide Council's conservation activities and together form our approach to biodiversity. Both documents are due to be updated.

Both documents have been reviewed together with the aim of assessing our success in implementing the Strategy and identifying opportunities for the future. Analyses revealed that Council completed, or completed with an adjustment to scope, 100% of the actions in the Biodiversity Strategy, and 94% in the Habitat Connectivity Plan.

A new Biodiversity Strategy, which will incorporate the Habitat Connectivity Plan, is in development and a draft will be presented to the next Council for consideration to be released for community consultation.

Matters for Consideration

Analysis

Key successes were identified throughout the review process, alongside gaps that need to be addressed into the future.

Successes:

- Ongoing management of Council conservation reserves
- Planning scheme amendments to increase protections within the planning process
- Introduction of habitat elements into our reserves and creek lines to enhance habitat
- Implemented an annual community engagement program to involve and educate our community.

Opportunities:

- Increase our knowledge of current biodiversity values for effective management
- Review protections in current planning scheme in light of our changing landscape
- Embed climate change considerations in biodiversity management
- Increase the capacity of our community to contribute to protection of our environment.

Implementation
Our dynamic municipality, growing population and the impacts of climate change all influence how we manage our natural landscapes. This review document will inform the development of a draft Biodiversity Strategy to manage biodiversity into the future. Further work and consultation will be undertaken to refine a draft strategy.

Internal consultation has commenced with the review and will be ongoing with the development of the draft Biodiversity Strategy.

Key stakeholders within the organisation are the following teams;

- Climate Emergency and Environment
- Parks and Public Realm
- Engineering Services
- Asset and Property Services
- City Development
- City Strategy

External consultation with key external stakeholders will be conducted to inform the draft Biodiversity Strategy which will be presented next Council for consideration to be released for community consultation.

Community Engagement

An initial workshop was held on 5 March 2024, with 28 members of Brimbank Community Voice to assess community thoughts, attitudes and concerns regarding our local environment. The new Draft Biodiversity Strategy which will be presented next Council for consideration to be released for community consultation.

Initial meetings have been held with the Wurundjeri and Bunurong, and engagement will be ongoing.

Resource And Risk Implications

The new Strategy is in development stage, with community consultation required before finalisation. As such, costs with the project will be associated with the consultation and are expected to fall within the allocated budget.

Community: potential impact on community, including public trust and customer service impact
• Yes – developing a strong public consultation plan will empower the community to participate in the strategy development and increase trust in Council process.

Environmental: impacts on environmental sustainability, including water/waste management, climate change, and contaminated land
• Yes – development of the Strategy will guide how we protect our natural environment into the future

Regulatory: legal, legislative or regulatory implications including the rights/obligations

of stakeholders
• Yes – the Strategy will guide how we ensure we are meeting our regulatory responsibilities.

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
• Sustainable and Green - Protect natural environments for current and future generations.

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



Biodiversity Strategy and Habitat Connectivity Plan review

April 2024

Attachment 13.7.1

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Appendix 1
Biodiversity Strategy (2012-2022) – Revised Action Plan Review 2024

Appendix 2
Bri



ACKNOWLEDGEMENT OF COUNTRY

Council respectfully acknowledges and recognises the Kulin Nations including the Wurundjeri, Bunurong and Boon Wurrung Peoples as the Traditional Owners of this land and waterways and pays respect to their Elders past, present and future. The City of Brimbank lands have always been a significant trading and meeting place for Traditional Owners. Council also acknowledges local Aboriginal and Torres Strait Islander residents of Brimbank and their Elders for their ongoing contribution to the diverse culture of our community.

Introduction and purpose

Brimbank Biodiversity Strategy 2012-2022 (the Strategy) and the Brimbank Habitat Connectivity Plan 2018-2023 (the Plan) guide Council's conservation activities and together form our approach to biodiversity. Both documents are due to be updated. Therefore, both documents are being reviewed together to form a holistic understanding of our progress in protecting our natural environment.

This document includes a review of the key achievements, the remaining gaps to be addressed and will be used to inform the next iteration of the Biodiversity Strategy.

This document includes;

- A broad summary of the Biodiversity Strategy and the Habitat Connectivity Plan
- Key achievements and the remaining gaps to be addressed organised under the four key objectives of the Strategy
  - PROTECT BIODIVERSITY
  - ADAPTIVE MANAGEMENT OF BIODIVERSITY
  - CONNECT BIODIVERSITY
  - ENGAGE AND PROMOTE BIODIVERSITY
- External Influences and Internal Influences on the delivery of the Strategy and Plan
- Next steps
- Appendix 1: Biodiversity Strategy action review, inclusive of the mid-point 2018 review
- Appendix 2: Habitat Connectivity Plan action review



Biodiversity Strategy

In 2012 Council adopted its first ever Biodiversity Strategy to protect our precious and unique natural environment. The Brimbank Biodiversity Strategy 2012-2022 (the Strategy) demonstrated Council's commitment to protect, maintain and enhance biodiversity within the municipality.

The strategy set our vision for the future;

'to protect existing biodiversity and increase the diversity and sustainability of fauna habitat and remnant vegetation, through best practices available in biodiversity protection, adaptive management techniques and increased connectivity of biodiversity whilst encouraging community awareness, engagement and acceptance of Brimbank's natural environment'.

Drawing from information set in the Brimbank Natural Heritage Strategy 1997 which provided a snapshot of native vegetation within the municipality, and the threats it faces, the Biodiversity Strategy established four key objectives;

1. Protect biodiversity
2. Adaptive management of biodiversity
3. Biodiversity connectivity
4. Engage and promote biodiversity.

In alignment with the Strategy, a mid-point review was conducted and a revised action plan was developed and endorsed by Council in November 2018.

A review has been completed of the revised action plan and all actions within the plan have been completed or partially completed or completed with adjustments in scope or method (88%). A detailed analysis of the actions and their current status is included in Appendix 1.

Habitat Connectivity Plan

The Strategy has a strong focus on the flora of the municipality, and a key action within the Biodiversity Connectivity objective was to develop a connectivity plan, to focus more closely on the fauna of our municipality and the habitat available for these animals to live and move through the landscape. The Brimbank Habitat Connectivity Plan 2018-2023 was developed and endorsed by Council in April 2018.

The Brimbank Habitat Connectivity Plan (the Plan) identifies overarching goals, and corridors of land within Brimbank to focus on achieving connected natural landscapes, in order to promote and facilitate the movement of plants and animals and their genetics through the landscape, provide areas of refuge, and areas for reproduction and foraging. It establishes three key goals;

Goal 1: The Brimbank landscape will have a safe network of corridors for fauna

Effective and safe pathways will be managed and improved to allow indigenous fauna to move through the landscape and beyond Brimbank.

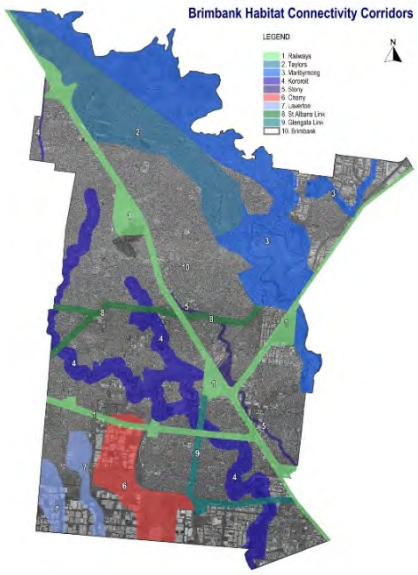
Goal 2: Brimbank's indigenous flora and fauna species will be genetically diverse communities

Our indigenous flora and fauna will be part of a large gene pool that enables resilience to changes in the environment, and to avoid inbreeding.

Goal 3: Brimbank's community of people will be connected to nature

We will have a healthy landscape for a healthy community and opportunities for people to engage with and enjoy nature.

A review has been completed of the Habitat Connectivity Plan with the majority of the actions in the plan have been completed or partially completed or completed with adjustments in scope or method (94%). A detailed analysis of the actions and their current status is included Appendix 2.



Identified Corridors

- Railways Corridor
- Taylors Corridor
- Maribyrnong Corridor
- Kororoit Corridor
- Stony Corridor
- Cherry Corridor
- Laverton Corridor
- St Albans Link Corridor
- Glengala Link Corridor
- Brimbank Corridor

PROTECT BIODIVERSITY

Key Achievements

- Implemented planning scheme amendments that seek to provide greater protection of native vegetation and species, on both private and public land through Environmental Significance Overlays.
- Created a native vegetation alert for Council's land use planners and officers to identify properties that potentially support native vegetation or fauna habitat.
- Provided ongoing support for Council's project managers to incorporate biodiversity considerations into capital works projects, and guidance on how to avoid and minimise negative impacts.
- Translocation and reintroduction of threatened species such as Spiny Rice-flower and Button Wrinklewort
- Council adopted an additional planning scheme amendment that seeks to review and update the Brimbank Planning Scheme into a new format. Part of the review sought to include additional content which aimed to protect biodiversity from both the Plan and the Strategy. This amendment is sitting with the Minister for Planning for approval.
- Submissions prepared for legislative reviews and other inquiries including the Independent review of the Environment Protection and Biodiversity Conservation Act, and the inquiry investigating ecosystem decline in Victoria.

Button Wrinklewort at Pioneer Park

In 2014, the Conservation team started introducing Button Wrinklewort into council managed grassland at Pioneer Park.

The bright yellow daisy is listed as endangered and has been threatened by habitat destruction, lack of fire, and importantly - genetic issues.

Melbourne populations are genetically incompatible with western Victorian populations. Cross pollination of these two groups leads to the plants becoming sterile.

To diversity the genetics plants were introduced to Pioneer Park from Truganina cemetery. Then through 2016- 17, plants were added from St Albans, to increase genetic diversity. Since 2018, new plants have continued to be introduced, along with monitoring, weed control and use of fire, the plants are now producing offspring.

Gap Analyses

- No provision for decision making for Council to accept new conservation reserves that may arise from the planning process. Investigations into a policy or similar that could guide Council, and potentially developers in future ownership and the ongoing management of conservation reserves.
- The effectiveness of planning controls and other strategic guidance could be reviewed with consideration of relevant legislation, in order to assess efficacy, opportunity and ability for change, and any gaps with aims to achieve greater protections for locally significant species and connectivity.
- The strategy does not consider climate change impacts on biodiversity.
- The strategy does not address the need to collate existing and incoming data on our biodiversity values.



Button Wrinklewort

ADAPTIVE MANAGEMENT OF BIODIVERSITY

Key Achievements

- Ongoing management of 396 hectares of Council land for the purpose of biodiversity
- Mapped the extent, condition and legislative context of native vegetation across 1400 hectares of Brimbank owned or managed land for baseline data.
- Created a Conservation Asset Management Framework providing a methodology to monitor and track the extent and value of conservation assets and identify land management interventions to reduce threats, and enhance ecological and habitat condition.
- Increased the condition (quality) of managed grassland assets with increased ecological burn frequency, intensive weed control and species reintroduction.
- Supported ongoing research projects on threatened species within the municipality.
- Planted an average of 38,000 locally indigenous grasses, wildflowers, trees and shrubs each year over the past five years

Conservation Asset Management Framework

In 2023, The Conservation Asset Management Framework was developed. The Framework is an overarching document that enables Council to achieve the goals and objectives of the Strategy and the Plan.

The direct purpose of the framework is to improve environmental values, provide a methodology to monitor and track the extent and value of conservation assets and identify land management interventions to reduce threats, and enhance ecological and habitat condition. This allows us to assess the success of our on-ground activities, and allow for adjustments to management regimes.

The framework ensures that our resources are best placed for the highest benefit.



Isabella Williams Grassland

Gap Analyses

- The strategy does not consider the impacts of climate change on management actions or restoration goals.
- The updated strategy actions do not consider the development of pest plant guidelines.
- Further investigation into emerging IT applications for adaptive land management and monitoring is required.
- Adaptive management of biodiversity values in the broader open space network is required (not just conservation assets)
- Lack of focus on fungi, soils and invertebrates



Kororoit Creek

CONNECT BIODIVERSITY

Key Achievements

- Developed the Brimbank Habitat Connectivity Plan 2018-2023.
- Supplementary habitat hollows installed along Jacksons Creek at Sydenham Park, with regular monitoring conducted.
- Introduction of structural habitat across the municipality (rocks and logs).
- Increased grassland patches at Isabella Williams Reserve and Lakes Grassland to connect with creek corridor.
- Council adopted an additional planning scheme amendment that seeks to review and update the Brimbank Planning Scheme into a new format. Part of the review sought to include embedding the Habitat Corridors in Strategic Framework Plans and other policy change. This amendment is sitting with the Minister for Planning for approval.



Stepping Stones path

Kororoit Creek Stepping Stones

This project involved the introduction of locally sourced logs, basalt rocks, targeted weed control and lots of planting. Friends of Kororoit Creek have been working to beautify an area of 300m2 since 2016. Council, acting on a Habitat Connectivity Plan action in 2020, started works with a Working for Victoria team to expand this area to connect with other areas of vegetation.

Stepping Stones Woodland has been the site for World Environment Day community planting for the past 2 years, where the community has come together to expand the plant and habitat diversity. The site is now 10,000 m2 of connected habitat for creatures such as Common Long Necked Tortoise, Rakali, Spotted Pardalote, frogs and reptiles.

The site provides the opportunity for our community to connect with nature. It is a good example of Council working with Friends of groups, volunteers and the community to protect, enhance and connect with the natural environment.

Gap Analyses

- Further fauna surveys required in targeted areas for a greater understanding of our baseline and the success of management actions on Council Land.
- Amendment of some land management (including mowing) regimes required to maximise habitat at critical times, and increase likelihood of seed set.
- Identification and prioritisation of key gaps in connectivity for each species guild in the Habitat Connectivity Plan for all waterways.



Stepping Stones – introducing shrub layer

ENGAGE AND PROMOTE BIODIVERSITY

Key Achievements

- Implemented the annual community engagement program which provides a diverse range of community programs and opportunities.
- Supported local environment groups and schools with biodiversity focussed on-ground activities and education.
- Implemented ‘Nature Places’ program to three sites, with a fourth in implementation phase. The program integrates grasslands into the urban landscape, by providing a system of trails, paths, and signage to allow our community to experience nature in a guided and safe way.
- During the period of the Strategy, Brimbank has played a role in an average of approximately 50 activities per year, with the exception of the Covid period, where it was 20.

Wildflowers in Schools Program

The School wildflower pollinator gardens project was piloted in 2020. The program was successful and has continued since. The program encourages schools to plant local grassland wildflowers in their school yard, to increase the number and genetic diversity of these plants in our municipality, and to attract beneficial pollinators. It increases biodiversity on school grounds, and engages young people in caring for nature.

Schools are offered 50 free plants to plant in their yard, along with help and support for site selection, and information on these local species. The pilot commenced with 10 schools, and has grown to seventeen schools since.



Keilor Views Primary - planting wildflowers

Gap Analyses

- Community led programs are often successful, but frequently are not ongoing due to funding or succession of leadership. Assessing community led programs for success and alignment with council strategies should be regularly conducted to consider if Council can provide longer term support.
- Local retail indigenous plant nurseries in the municipality should be supported so the community can buy local species.
- Greater use of technology should be investigated to increase reach to the community (e.g. socials, use of QR codes on signage).
- Updated suite of information on Brimbank’s local environment for our community to learn about our local patch.

External Influences

Victorian Planning Provisions

Since 2012, State Government has made two major changes to biodiversity related planning legislation which have effected planning for native vegetation at a local level.

In 2013 changes were made to the native vegetation clearing regulations with amendments to the Victorian Planning Provisions (VPP). This reform, called the Permitted Clearing Regulations, made significant changes to the intent, coverage and process of native vegetation clearing controls particularly under VPP clauses 52.16 and 52.17 contained within the Brimbank Planning Scheme.

The implications to Council of this change included;

- An increase in the number of development applications triggering Clause 52.17
- Increased conflict and applicant confusion over the importance of Brimbank's biodiversity due to differences in priority statements between local, State and Federal legislation.
- Significant barriers for Council, and in turn planning permit applicants, to 'avoid and minimise' vegetation clearance as the vast majority of Brimbank applications triggered a low-risk pathway, meaning that they could not be refused or objected to on the basis of biodiversity considerations in Clause 52.17.

The 2013 Permitted Clearing Regulations decreased the strength of Clause 52.17 which meant that instead of seeking to retain native vegetation in-situ, it created easier pathways for the removal and 'offset' of native vegetation losses. This change resulted in further clearing and fragmentation of native vegetation values within Brimbank.

In 2017 new amendments were made to the VPPs and in turn the Brimbank Planning Scheme with the introduction of Native Vegetation Removal regulations Clause 52.17.

The implications to Council of this change included;

- Increase in policy strength resulting in greater enforcement powers for Council to seek to 'avoid and minimise' native vegetation removal.
- Consideration of endangered Ecological Vegetation Classes, allowing Council to greater scrutinise applications that seek to remove native vegetation – particularly important as there are a number of vacant development sites with endangered grasslands in Brimbank .

A number of broader planning changes that have an impact on how Council plans for the retention and protection of biodiversity. They include:

- In July 2018 the then Department on Environment, Land Water and Planning (DELWP) initiated planning reforms which resulted in a new format planning scheme – the Planning Policy Framework (PPF) which overtook the previous VPP. The new PPF format seeks to simplify and modernise Victoria's planning policy and rules to make planning schemes more efficient, accessible and transparent. Relevant changes included:
  - The introduction of a Municipal Planning Strategy (MPS) (Clause 02) which now has a 5000 word word-limit (replacing the Municipal Strategic Statement (MSS))
  - A new Planning Policy Framework (PPF) (Clauses 10-19) which combined three levels of policy (State, Regional and Local) under each theme - rather than the previous State Planning Policy Framework (SPPF) and Local Planning Policy Framework (LPPF) being completely separate and limited regional policy.
  - New provisions relating to administration, enforcement and strategic implementation.

The greatest impact this change had on biodiversity outcomes was due to a number of planning rules that Planning Schemes had to accord with. They included:
– State planning policy sometimes overriding local provisions
– An inability to repeat or conflict with State legislation
– An inability to repeat / capture legislation that sits outside Planning Schemes
– Word limits and standard wording
– Simplification of planning policy and removal of content that is not directly related to planning.

To respond to planning reforms Council was required to translate the then Brimbank Planning Scheme into the new format. Amendment C22brim to the Brimbank Planning Scheme (Amendment C225brim) was prepared and subsequently adopted by Council in October 2022. Amendment C225 seeks to translate the existing scheme into the PPF format to accord with State Government requirements. The translation was also combined with a planning scheme review and update which proposes to embed new and updated policy content into the new format Brimbank Planning Scheme from a review of over 50 Council adopted policies, strategies and plans – including the Strategy and the Plan. As mentioned previously Amendment C225brim is sitting with the Minister for Planning for approval. The changes proposed as part of this amendment have resulted in both the loss of some existing local policy content and guidance in addition to additional content obtained from the Strategy and Plan.

- The introduction of new legislation, changes to planning schemes to remove permit requirements and a greater incidence of the Minister for Planning acting as the Planning and/or the Responsible Authority are also impacting the ability for Council to influence in order to protect species and habitat considered of local significance.

  The changes provide the State Government and other entities with greater powers to obtain land and deliver projects without local level assessments or planning permits. They also often exempt other requirements contained within planning schemes. These are particularly for projects considered of state importance or that deliver on key housing projects. Examples include introduction of the Major Transport Projects Facilitation Act 2009 which was introduced to obtain land and deliver on state significant transport projects. New particular provisions for a range of transport projects including for rail projects and rail related car parks and Planning scheme amendments that seek to rezone land and facilitate development such as Amendment C222brim for the Development Victoria site in Cairnlea.

  There is the potential that these types of planning changes will continue, further threatening Council's role in planning for biodiversity.

- Amendment VC201 was prepared to deliver the Waterways of the West Action Plan. Gazetted in December 2022, this amendment delivers stronger recognition and protection for our waterways, lakes, wetlands and billabongs. It aims to improve waterway health, amenity and access while acknowledging the important community and cultural values associated with waterways.

Protecting Victoria's Environment - Biodiversity 2037

In early 2017 the State Government released 'Biodiversity 2037', which is 'Victoria's plan to stop the decline of our native plants and animals and improve our natural environment so it is healthy, valued and actively cared for'. This plan is ambitious, particularly around restoration and collaboration, and has led to funding opportunities for Council.

Healthy Waterways Strategy (2018-2028)

The Healthy Waterways Strategy 2018-28 sets a long-term vision for managing the health of rivers, wetlands and estuaries in the Port Phillip and Westernport region, in order to protect and improve their value to the community. The strategy is a collaboration between Melbourne Water, Parks Victoria, Local Government, Environment Protection Authority, Port Phillip and Westernport

Catchment Management Authority and Department of Energy, Environment and Climate Action (DEECA – previously DEWLP). Melbourne Water is the lead organisation in the implementation of the strategy.

The strategy divides the region into catchments and sub-catchments, and prioritises stretches of rivers and creeks for restoration. Significant capital works and restoration have occurred have been delivered by Melbourne Water within Brimbank along the Maribyrnong River and Jacksons Creek at Sydenham Park, McNabbs Weir, and Caroline Chisolm Reserve..

Internal Influences

Brimbank Environmental Sustainability Policy and Framework

The Brimbank Environmental Sustainability Policy and Framework (updated 2017) outlines the guiding principles and strategic pathways to improve the environmental sustainability of Brimbank's natural environment. The Policy and Framework further strengthen Council's strategic approach to addressing biodiversity issues.

Brimbank Climate Emergency Plan (2020-2025)

This plan sets targets on how Brimbank will address the climate emergency. Climate Emergency is one of the Council Plan's three pillars. Addressing the climate emergency is a strong priority of the organisation. Biodiversity falls under the theme: Green and Cool which '…is about embracing nature as an ally, caring for biodiversity as our privilege and responsibility…'

Council plans, policies and strategies for Biodiversity and open space

A range of Council plans, policies and strategies focus and refer to open space within Brimbank, including:

- Creating Better Parks Policy update (2016)
- Urban Forest Strategy (2016-2046)
- Cycling and Walking Strategy 2016
- Sports Facility Development Plan 2016, revised in 2018
- Industrial Land Strategy (2018-2030)
- Industrial Design Guidelines
- Sustainable Water Management Strategy 2013-2023

These policy and strategy documents facilitate the use of open space and linear corridors across the municipality, which can complement but also at times compete with biodiversity values and the vision outlined in Brimbank's Biodiversity Strategy.

Next steps

Council officers are developing a new Biodiversity Strategy that aligns with our community Vision

- By 2040, the Brimbank community will be healthy and safe and we will be united through a sense of belonging and pride.
- Our City will be inclusive, resilient, innovative and vibrant and our people will share equally in the City's prosperity and opportunity.
- The environment and heritage will be protected and enhanced and Brimbank's diverse neighbourhoods and housing will offer something for everyone.

> Biodiversity, or biological diversity, refers to the variety of all life forms on earth – the different plants, animals and microorganisms, the genes they contain, and the ecosystems of which they form part
>
> (Commonwealth of Australia 1996)

Biodiversity is essential for the processes that support life on earth. It provides for the air we breathe, the food we eat, and the medicine we take. Time in nature is proven to improve our state of mind, and the condition of our health. Yet, biodiversity is declining on a global, national and local scale. The United Nations estimate that up to one million species are threatened with extinction. The Australian Government State of the Environment Report (2021) says that 'the state and trend of the environment of Australia are poor and deteriorating'. A Victorian Legislative Council Committee inquiry (2021) found that Victoria's ecosystem is facing major threats from noxious weeds and invasive species, climate change and habitat loss and fragmentation.

Council will be developing a new Biodiversity Strategy to help change the trajectory of the health of our environment. We will consult with a range of our diverse community, local agencies and ecological experts to create achieve or Council Plan objective to *Protect natural environments for current and future generations.*



Appendix 1

Biodiversity Strategy (2012-2022) – Revised Action Plan Review 2024

Key

	Action implemented as planned	31	72%
	Action partially implemented or with adjustments to scope or method	12	28%
	Action not implemented	0	0%

Objective 1. Protect Biodiversity

#	Action	Comment
1	Undertake the appropriate geology and geomorphology studies and remove any requirement to reference Natural Heritage Study 1997 within the Brimbank planning scheme.	Influenced by State Government Policy changes. The Planning Policy Framework is undergoing a translation, with a staged approach introduced in 2018. The translation started with replacement of the State Planning Policy Framework, and continues, in conjunction with the Municipal Planning Strategy (MPS), to replace Local Planning Policy Framework (LPPF) in each planning scheme. Amendment C225brim – Planning Policy Framework Translation has been submitted to the Minister for approval, in line with the December 2023 updated Ministerial Directions and guidance. The translation does not include reference to the Natural Heritage Strategy. Instead, the draft PPF refers to Brimbank Habitat Connectivity Plan 2018 – 2023 and Brimbank Biodiversity Strategy 2012 – 2022 (background documents). Until the amendment C225brim is approved by the Minister, the current Brimbank Planning Framework is in place, referencing the Brimbank Natural Heritage Strategy. Given these changes, funding for the geology and geomorphology studies was not prioritised within the Brimbank budget.
2	Review the effectiveness of existing planning controls to acknowledge and protect identified natural assets and habitat corridors. Identify alternative planning controls where required.	Investigation into the effectiveness of current planning controls particularly Environmental Significance Overlays is in progress. Climate Emergency and Environment have commenced conversations with the planning departments to determine correct processes.

3	Develop Brimbank biodiversity sensitive urban design guidelines.	Draft Biodiversity Sensitive Urban Design guidelines have been developed, landscape design guidelines have been developed throughout Council strategies and the planning scheme where biodiversity has been considered. Housing Strategy endorsed by Council 16/04/24 and includes actions for further work to be undertaken that proposes further landscaping and design guidance for residential land. Industrial Design Guidelines have been adopted by Council and will seek to implement them into Brimbank Planning Scheme. Landscape designs for permit applications that meet the Environment referral triggers, are reviewed and considered.
4	Develop a formal measure for monitoring and reporting on the protection and enhancement of significant biodiversity values across the municipality.	Completed as part of the Conservation Asset Management Framework.
5	Identify opportunities to retain and protect native vegetation on private land through the land use planning process.	Ongoing. Through the careful application of the planning scheme clauses related to Biodiversity, patches of biodiversity have been retained. Significant protections achieved via ESO6 with the retention of ESO protected land within 80A-80B Oakwood Road. This area is significant for its habitat values for reptiles, and supports a population of the Striped Legless Lizard which is listed as “vulnerable” under the EPBC Act. Council was successful in refusing a permit based on the applicant not meeting the requirements of 52.17. 27A Palmer Parade DERRIMUT
6	Investigate the feasibility of developer contribution plan or open space contributions that aim to improve or enhance the natural environment.	Development Contributions cannot be used for this purpose. Open space contributions can contribute to the improvement of the natural environment as non-encumbered space. The development of open spaces within Brimbank consider biodiversity values as part of the design process. An Open Space Gaps Analyses is currently being undertaken by Strategic Planning to identify future provisioning.
7	Maintain the Brimbank Offset register and document ongoing removal of all indigenous flora and fauna habitat on public and private land.	Ongoing. Offset register maintained. Submitted to State Government. DELWP (now DEECA) commenced requesting data in 2019. Format of register compliant with DEECA data gathering.
8	Seek permanent protection for significant Council owned conservation assets through Trust for Nature covenants.	Investigations into the Trust for Nature process have been undertaken. Registering requires initial and ongoing resources. Prioritisation of sites for protection will be undertaken as part of the implementation of the new Conservation Asset Management Framework.
9	Continue to provide technical advice internally regarding proposed works on private and Council land covered by Environmental Significance Overlays and/or regarding State and Federal legislative requirement pertaining to native vegetation.	Ongoing. A new position Biodiversity Referrals Officer was created to assist with planning applications with biodiversity impacts. Ongoing support is provided to internal staff with operations and capital works.

10	Continue to build capacity and knowledge of internal departments through internal engagement programs to ensure the protection and maintenance of biodiversity values within the municipality.	Ongoing. Environment considerations and requirements to consult with the CEE team have been included in the Business Case models in the capital works process. A mapping layer has been developed providing 'alerts' where native vegetation may be a consideration on the internal GIS system. Site tours to key sites including grasslands, and conservation assets which have been impacted by civil works are provided for internal staff, particularly targeting the planning department and capital works project managers.
11	Identify and address illegal encroachment and neighbouring property issues directly impacting open space areas in particular native vegetation values including dumping, discharge of stormwater, personal use, inappropriate access and boundary delineation.	Ongoing. Illegal encroachment is addressed as issues arise. Working with Melbourne Water, multiple key sites of illegal vehicle access and motorbike trails have been addressed through the introduction of new fencing, rocks and logs greatly reducing incursion along Kororoit Creek. Within Taylors Creek valley, property boundaries have been surveyed to clearly delineate private and council property, and long term encroachment has been addressed in high risk areas.
12	Develop and implement a Council machinery hygiene procedure to minimise the spread of weeds and disease across the open space network.	Machinery hygiene requirements are included in the Conservation Land Management Services contract, and monitored regularly. Hygiene requirements are incorporated into the approval process for access into conservation reserves for education or research purposes.
13	Advocate to relevant authorities for increased resourcing and funding for the protection and or maintenance of Crown land containing significant biodiversity values or forming part of an identified habitat corridor.	Council submitted responses to two major investigations into biodiversity protections. In 2020 Council responded to the Inquiry into ecosystem decline in Victoria, an investigation run by the Victorian Environment and Planning Committee. Council response was inclusive of adequacy and effectiveness of government funding. Also in 2020 Council responded to the Independent Review of the EPBC ACT Discussion Paper, and highlighted the need for further resourcing.

Objective 2. Adaptive Management of Biodiversity

#	Action	Comment
14	Continue active conservation land management actions of weed control, biomass reduction, pest animal control and planting/direct seeding on Conservation assets.	Ongoing. 46 Assets managing over 396 hectares. Annual works plans developed and implemented yearly for each site.
15	Review the open space network, classifying areas and management objectivities for native vegetation values and habitat. The review to consider areas supporting significant native vegetation, indigenous fauna habitat and biodiversity 'hot spots'.	Conservation Asset Management Framework developed and in implementation phase. The Framework provides a system to formally identify, value, and monitor assets across the municipality. It provides management and maintenance standards to increase the quality and extent of these assets.
16	Develop formal monitoring and reporting protocols for short, medium and long term management objectives of conservation assets.	See Action 15. Conservation Asset Management Framework.

17	Continue to evaluate land management actions to ensure management actions adapt as required.	Ongoing. Conservation asset management actions are assessed and adapted in response to the changing environmental conditions and the response of each site to management interventions.
18	Map the extent and condition (quality) of native vegetation values within the open space network to determine a decline or increase from 2013/14 & 2015/16 mapping.	This mapping was intended to replicate the previous mapping completed across the municipality. Subsequent to the writing of this action Conservation Asset Management Framework has been developed which prioritises areas for mapping The Conservation Asset Management Framework (CAMF) incorporates mapping of areas managed for conservation, and areas that are considered to have a high likelihood of high biodiversity values. Through the capital works and planning process, many areas of the municipality have been mapped, providing a good understanding of the public open space. Collation of these maps, and those developed through the CAMF provides a strong baseline to assess the trajectory of native vegetation extent and quality.
19	Continue to trial new methods in biodiversity management including indigenous land management practices. Use trial results and emerging industry knowledge to ensure best practice management principles are followed in conservation areas.	Land managers regularly attend industry seminars and conferences, as well as participating in conversations with regional land managers to learn of new techniques in management. Trials in the use of sugar as a weed control have been conducted on multiple sites, and is used in appropriate areas. Trials on the efficacy of certain herbicides on high threat weeds such as Serrated Tussock has been undertaken, and the results applied across sites, particularly at Sydenham Park, where there has been a significant reduction in this weed. Access to aboriginal land managers has been limited, and only one burn has been conducted by the Narrap Wurundjeri rangers, however traditional burning principles are considered and applied on all ecological burns.
20	Investigate the application of emerging IT for adaptive land management and monitoring.	Investigations into several land management programs have been undertaken, The use of GIS mapping has increased, and will be adopted across Conservation Assets. Adoption of particular applications has been deferred until tThe transition of Council to M365 is completed. The use of drone technology has been applied on one Council site, and the further use will be considered on a site by site basis.
21	Continue to develop an integrated pest animal control program to ensure a strategic approach to the protection of biodiversity values across Brimbank.	An integrated Rabbit Control Program is conducted across conservation assets. The program is inclusive of multiple control techniques, inclusive of harbour removal and warren destruction. Integrated control has resulted in a large reduction in the reliance on baiting across the municipality. A standard process for conducting activities, monitoring and reporting is outstanding. Fox control is undertaken in areas where it has been assessed and considered to be effective.
22	Develop a restoration management plan for Sydenham Park, Keilor North.	Complete. Sydenham Park Restoration Plan was completed in 2021, and is being implemented across the site.

23	Implement annual Vegetation Fuel Reduction Plan, for Conservation Assets, in accordance with the Municipal Fire Prevention Management Plan.	Ongoing Fire mitigation and fuel reduction requirements are assessed annually and implemented throughout the fire danger period. Fuel reduction activities include control of high biomass weeds, slashing, and biomass removal. Controlled burns are conducted throughout the year at key sites to keep fuel loads low. The fire mitigation plan is developed in conjunction with the municipal Fire Prevention Officer.
24	Assess trees municipal wide for habitat and foraging values and embed protections for identified trees into the proposed Municipal Tree Policy.	No municipal wide investigations have been undertaken specifically for habitat values. In 2021, Brimbank adopted a Significant Tree Policy, which established a Significant Tree Register, with these trees requiring a permit to remove. Criteria for significance is based on size, which could be considered a coarse proxy for habitat values. Habitat trees are identified through the tree maintenance program, and retention of stags and the creation of supplementary hollows are conducted in an ongoing manner.
25	Support research opportunities where appropriate, that target improved adaptive management of relevant flora, fauna and ecological communities.	Ongoing. Three ongoing research projects are being conducted on Council land, all conducted by Victoria University. Two are on the critically endangered Spiny Rice-flower; Project 1 - Will supplementation improve the recruitment capacity of *P. spinescens* populations? Denton Avenue Grasslands, Bon Thomas Grassland. Project 2 - *P. spinescens* Seed collection, supplementation and field experiments. Bon Thomas, Matthews Hill Project 3 - Striped Legless Lizard Translocation Project, Paramount Grassland Council are in conversations with the researchers, and are guided by their management recommendations for these species.
26	Review and update existing land management agreements with relevant agencies including VicTrack and Melbourne Water	Ongoing. . External influences have impacted finalising agreements. Attempts have been made to formalise agreements with VicTrack, complications have arisen with major rail projects underway within the municipality. Conversations are ongoing, and short term agreements are in place.

27	Continue environmental works coordination with stakeholders, including Melbourne Water, Parks Victoria and neighbouring Councils, to maximise land management outcomes across the municipality.	Ongoing. Maribyrnong Valley Connection project central to maintaining and facilitating relationships and coordinated land management efforts, particularly regarding high threat weed control, and regular stakeholder meetings. Council activities and Melbourne Water capital works programs are developed in conjunction to ensure complementary works.
28	Participate in relevant Regional and State land management and biodiversity working groups.	Ongoing. Brimbank council has representatives on the *Pimelea spinescans* Recovery Team, and the LGA Biodiversity Planners Network. Members of the Australian Association of Bushland Regenerators.
29	Review and update Council's Sustainable Land Management Incentive Grant, to increase participation to maximise outcomes.	Review undertaken. Changes being implemented. Ongoing assessment required.

Objective 3. Connect Biodiversity

#	Action	Comment
30	Implement the Brimbank Habitat Connectivity Plan 2018-2023.	See HCP Action Review
31	Develop and implement the Kororoit Creek and Taylors Creek waterway implementation plans.	Taylors Creek Conservation Management Plan completed, and actions being prioritised and implemented Kororoit Creek Habitat Connectivity Plan is operational, and being implemented..
32	Develop monitoring and reporting protocols for habitat protection, restoration and creation projects.	See Action 15. Conservation Asset Management Framework.

Objective 4. Engage and Promote Biodiversity

#	Action	Comment
33	Develop and implement annual environment community engagement program offering a diverse range of educational activities and experiences based opportunities.	An annual engagement program is delivered annually, offering a wide variety of opportunities for the community to learn about, and participate in the protection of our natural environment. The program is developed for a wide range of interest abilities, and ages, and includes volunteer days (clean ups and plantings), bird surveys, walks and talks and webinars. During the period of the Strategy, Brimbank has played a role in an average of 50 activities per year, with the exception of the Covid period, where it was 20.
34	Develop and implement citizen science programs focused on indigenous flora and fauna.	Brimbank Council participates in and promotes the Great Aussie Bird Count, Frog Census, and Waterwatch. Council has adopted the iNaturalist app to promote to the community. iNaturalist allows community to record and upload their observations, this program includes verification of observations, keeps a permanent record accessible to all, and shares the data with scientific data repositories like the Global Biodiversity Information Facility to help scientists find and use your data. Brimbank has recently joined the Melbourne Team in the international City Nature Challenge, which uses iNaturalist to record observations.
35	Continue to support 'friends of' groups, volunteers and community to protect, enhance and connect with the natural environment.	Ongoing. Council provides ongoing support with advice, grant applications and implementation, on-ground and event support and capacity building initiatives.
36	Update and administer the Brimbank Friends Agreements for conservation volunteers to undertake works on Council land.	A Memorandum of Understanding has been developed and is in finalisation stage.
37	Develop a targeted habitat gardening program to increase the overall quantity of indigenous vegetation and habitat features on private land.	Habitat Gardening education and webinars provided through the My Smart Garden program and the Brimbank annual Environment Events Calendar. Wildflowers in Schools program provides plants, education and advice for schools.
38	Develop and facilitate the creation of a community biodiversity working group who can provide local expertise.	Council maintains ongoing contact with local biodiversity experts, and relevant state departments, and participates in the state wide Biodiversity Planners network.
39	Review existing range of Council's primary school education resources to promote Brimbank's biodiversity values, nature landscape and flora and fauna values.	Elements of the Schools Sustainability Resources developed in 2014 are still circulated and relevant to today. Primary schools are supported with on-ground activities, and incursions associated with the Wildflowers in Schools program. Development of a series of updated fact sheets and posters are in development.
40	Continue to provide opportunities for schools to actively enhance and engage with the natural environment.	Ongoing. Council supports schools with education and environmental events, through education sessions, walks and talks and providing volunteering opportunities.

41	Continue implementation of 'Nature Places' projects, where amenity infrastructure is strategically incorporated into conservation areas to invite our community into nature.	Ongoing. Matthews Hill, Pioneer Park completed. Lakes Grassland partially complete with ongoing implementation. Bon Thomas Grassland in implementation phase.
42	Develop new and innovative ways of communicating and promoting to increase our community reach.	Ongoing. Use and development of computer programs, socials and website for newsletters, events advertising and bookings, SMS reminders. Effort is made to use already established channels of communication from other focus groups (libraries, neighbourhood houses, youth services etc.). Efforts have been made to reach CALD communities with the translation of projects such as Good Grassland Neighbour booklet, advertising for selected events, and participating in the development of the Waterways of the West - CALD Engagement Toolkit.
43	Develop/formalise evaluation and reporting protocols on the engagement and promotion programs.	A conservation community engagement framework is in development, and at the phase of internal department review.

Biodiversity Strategy (2012-2022) Action Review – (Completed 2018)

The Strategy sets out actions under four Objectives

1. Protect (Protect biodiversity)
2. Manage (Adaptive management of biodiversity)
3. Connect (Biodiversity connectivity)
4. Educate (Educate community about local biodiversity values)

Key

	Action implemented as planned
	Action implemented with adjustments to scope or method
	Action not implemented

Protect Biodiversity

#	Action	Comment
1	Proceed with Planning Scheme Amendments: C146 Maribyrnong River Corridor, C131 Kororoit Creek Corridor and C53 Identified sites of biological significance, to incorporate Environmental Significance Overlays 4, 5 and 6 (ESO 4, 5, 6) into the Brimbank Planning Scheme with the revision to accommodate changes to Federal and State legislation.	Planning scheme amended. Further strategic work required to review current Environment Significance Overlays and acknowledge and protect identified Habitat Connectivity corridors. Further reviews need to accommodate changes to Federal or State legislation.
2	Investigate possible additional landholder incentives programs for properties covered by current and future Environmental Significance Overlays to assist in the protection and enhancement of biodiversity values.	Action scope to be adjusted and incorporated with other private landholder programs that aim to improve biodiversity values.
3	Develop specific guidelines to assist Council officers issuing condition of land and fire abatement notices to properties covered by Environmental Significance Overlays to protect and maintain biodiversity values.	Internal procedure developed to ensure land and fire abatement notices maintain biodiversity values on private land.
4	Investigate and implement the best form of permanent protection of all Council owned conservation assets through the Brimbank Planning Scheme.	Investigation undertaken. Trust for Nature covenant determined to provide the best form of on-title protection.

5	Develop internal Council procedures and guidelines to identify requirements under State and Federal legislation for the protection of flora, fauna and vegetation communities within the municipality.	Internal procedure developed to ensure compliance with relevant legislation. Native vegetation mapping available to all staff.
6	Continue to build capacity within Council operations of general open space monitoring, management/ and compliance to ensure the protection and maintenance of conservation assets within the municipality.	Ongoing.
7	Identify and address illegal encroachment and neighbouring property issues directly impacting open space areas, in particular conservation assets, including dumping, discharge of stormwater, personal use, inappropriate access and boundary delineation.	Ongoing. Encroachments addressed on Taylors Creek and Kororoit Creek in collaboration with Council and Melbourne Water.
8	Review and update Council's current private vehicle access procedure to minimise negative impacts on Council owned open space and in particular areas supporting protected flora and fauna.	Completed. Service reviewed and currently provided through Council's Parks Services.
9	Develop and implement a Council machinery hygiene procedure to minimise and eliminate the spread of weeds and disease across open space and in particular conservation areas within the municipality.	Not implemented to date.
10	Review and update Council's 'Dog Off' leash areas policy, to minimise negative impacts on biodiversity.	Review and update completed.
11	Within the municipality develop and install conservation assets notification signage at all relevant open space entry points to highlight the presence of protected native vegetation.	27 standard signs installed at 19 locations. Ongoing monitoring of signage effectiveness that prevents unwanted access/disturbance.
12	Develop Council specifications for landscaping materials.	Not implemented. Adjust action scope to consider all works within the open space network.
13	Advocate to relevant authorities for increased resourcing and funding for the protection and/or maintenance of Crown land containing significant native vegetation or forming part of vital biolinks within the municipality.	Issue highlighted as part of Melbourne Open Space Strategy consultation with the Melbourne Planning Authority. Continue to advocate with focus on identified Habitat Corridors.

Adaptive Management of Biodiversity

#	Action	Comment

14	Develop a Brimbank Biodiversity Indicator that classifies the extent and quality of remnant indigenous vegetation and fauna habitat areas across the municipality.	Biodiversity Indicator (monitoring protocol) has not been developed. Data and recommendations within the Native Vegetation Mapping Report need to be considered.
15	Using the Brimbank Biodiversity Indicator, measure and map the extent and quality of remnant indigenous vegetation and fauna habitat areas across the municipality.	Linked to action 14. Native Vegetation Mapping baseline data completed for 1400ha of open space.
16	Using the Brimbank Biodiversity Indicator, develop a conservation asset management and monitoring works program for all conservation assets. These will be informed by the Brimbank Biodiversity Indicator, Invasive Plants and Animals Management plan and the Municipal Vegetation Fire Management plan.	Linked to actions 14 & 15. Conservation Asset annual works plans also need to be considered through the development and implementation of the monitoring protocol.
17	Identify, prioritise and undertake flora and fauna assessments in accordance with the State Government's Native Vegetation Management Framework for eligible sites within the municipality.	Legislative changes no longer require site assessments for offset recipient sites.
18	Develop and periodically update mapping of remnant indigenous vegetation and fauna habitat across the municipality.	Mapping undertaken in 2013/14 (1000ha) & 2015/16 (400ha). Mapping update required every three years.
19	Develop a Brimbank Native Vegetation Offset Management register that documents the removal of all indigenous flora and fauna habitat and lists all current and potential native vegetation offset sites.	Brimbank received offsets (under the Framework for Action) are recorded. All permitted removal of native vegetation is tracked; however this requires updating and triggers for follow up.
20	Update waterway operational plans, in partnership, to clearly define current ownership and management responsibilities of Council and relevant State government agencies.	Not implemented to date. Develop Habitat Implementation plans for two major corridors
21	Develop an Invasive Plants and Animals Management plan for the municipality to ensure a strategic approach to the protection of biodiversity values across Brimbank.	Pest plant and animal works incorporated into Conservation Asset annual plans. The focus has shifted from weed control to an integrated program including harbour removal, warren destruction and population control.
22	Develop a strategic rehabilitation management plan for Sydenham Park, Keilor North.	Restoration Plan in development, together with the Sydenham Park Master Plan.
23	Develop and implement an annual Municipal Vegetation Fire Management plan in accordance with the Municipal Emergency Management Plan.	Completed and under implementation.
24	Review and update the information recorded in Council's Significant Tree register to include ecological values.	Action deferred.

25	Monitor and evaluate the existing “hollow creation project” at Matthews Hill, Sunshine to determine the possibility of implementation at other suitable locations.	No monitoring undertaken. Natural hollow creation undertaken within Cyril Clements Reserve in 2013/14. Further opportunities through the Habitat Connectivity Plan.
26	Support research opportunities where appropriate, that target improved adaptive management of relevant flora, fauna and vegetation communities.	Supported research projects on Council land include; fire ecology, frog habitat, invertebrates, Pimelea Spinescens subsp. spinescens population density, Delma impar population density and modelling. Delma impar translocation research project is currently underway, in partnership with Victoria University.
27	Advocate to the Department of Sustainability and Environment for the research outcomes of the Gilbertsons/Angliss Native Grassland Research Committee.	Advocacy undertaken. Continue to advocate with focus on identified Habitat Corridors.
28	Ensure adequate resourcing including suitable technology is available to provide the required levels of service for managing conservation assets in accordance with statutory requirements.	Council staff issued with mobile technology. Further consideration of IT solutions for management required.
29	Review and update existing land management agreements with relevant agencies.	Ongoing agreements with relevant agencies.
30	Enter into data exchange agreements, where available, for accessing Biodiversity Databases including the Department of Sustainability and Environment’s Flora Information System (FIS) and Atlas of Victorian Wildlife (AW).	Action completed.
31	Continue environmental works coordination with stakeholders, including Melbourne Water, Parks Victoria and neighbouring Councils, to maximise land management outcomes across the municipality.	Ongoing collaboration to maximise land management outcomes including pest plant and animal control.
32	Participate in relevant Regional and/or State Biodiversity working groups such as the proposed LGPro Native Vegetation Special Interest Group.	Ongoing participation in LGPro Biodiversity Planners Network.
33	Ongoing monitoring of available and relevant funding opportunities.	Ongoing review and submission of funding applications including Melbourne Water Corridors of Green funding program.
34	Review and update Council’s Sustainable Land Management Incentive scheme, to increase participation to maximise biodiversity outcomes.	Revised grant program being implemented.

Connect Biodiversity

#	Action	Comment
35	Develop a Brimbank Biodiversity Connectivity Plan creating biolinks to enhance the genetic diversity of threatened flora and fauna, including planting guidelines and species lists for areas in or adjacent to biolinks.	Completed. Implementation to commence
36	Investigate and implement appropriate protection of biolinks in the Brimbank Planning Scheme.	Included in Brimbank Habitat Connectivity Plan
37	Review and update Council's current Naturestrip Landscaping Guidelines to enable local residents to increase biodiversity values within identified biolinks.	Supported 'Seeds from the Streets' program. Action now redundant, with private landholder schemes now included within Brimbank Habitat Connectivity Plan

Engage and Promote

#	Action	Comment
38	Review and promote existing annual environment community engagement program offering a diverse range of educational activities and experience based opportunities.	Ongoing
39	Develop a Brimbank biodiversity community 'knowledge share' network as an opportunity for 'friends of' groups, conservation volunteers and community members to contribute to the development of the annual environment community engagement program.	Review and incorporate new action into 2018-2022 action plan
40	Review and update Brimbank Friends Agreements for volunteers to undertake works on Council land.	Ongoing
41	Continue to develop the existing range of Council's primary and secondary school education programs to promote Brimbank's biodiversity values, nature landscape and flora and fauna values.	Completed
42	Develop and implement an awareness program for relevant Council departments relating to the management and protection of Brimbank biodiversity values.	Native vegetation mapping available to all Council staff. Opportunistic awareness sessions conducted within Council

43	Develop a Brimbank biodiversity interpretive signage implementation plan.	Implementing through the 'Nature Places' capital works program

Appendix 2

Brimbank Habitat Connectivity Plan (2018-2023) – Action Review 2024

The Brimbank Habitat Connectivity Plan (the Plan) identifies overarching goals, and corridors of land within Brimbank to focus on achieving connected natural landscapes, in order to promote and facilitate the movement of plants and animals and their genetics through the landscape, provide areas of refuge, and areas for reproduction and foraging.

Goals

Goal 1: The Brimbank landscape will have a safe network of corridors for fauna

Effective and safe pathways will be managed and improved to allow indigenous fauna to move through the landscape and beyond Brimbank.

Goal 2: Brimbank's indigenous flora and fauna species will be genetically diverse communities

Our indigenous flora and fauna will be part of a large gene pool that enables resilience to changes in the environment, and to avoid inbreeding.

Goal 3: Brimbank's community of people will be connected to nature

We will have a healthy landscape for a healthy community and opportunities for people to engage with and enjoy nature.

Identified Corridors

1. Railways Corridor
2. Taylors Corridor
3. Maribyrnong Corridor
4. Kororoit Corridor
5. Stony Corridor
6. Cherry Corridor
7. Laverton Corridor
8. St Albans Link Corridor
9. Glengala Link Corridor
10. Brimbank Corridor

Key

	Action implemented as planned	27	56%
	Action partially implemented or with adjustments to scope or method	18	38%
	Action not implemented	3	6%

1. Railways Corridor

#	Action	Comment
1	Advocate to rail authorities to reduce barriers to connectivity for Striped Legless Lizard and Fat Tailed Dunnart guilds by: - Managing pest plants and animals - Avoiding stockpiles on vegetated areas.	Council advocacy conducted through the planning process of major transport projects. Advocacy and guidance on landscaping and biodiversity sensitive urban design also provided. •Level Crossing Removal Project •Melbourne Airport Rail •MTM Sunbury Line Upgrade
2	Ensure trails or infrastructure on Council land retain connections for Striped Legless Lizard by: - retaining existing habitat patches where populations are known or likely - retaining stepping stones at least every 2m - ensuring infrastructure does not create a barrier or a hard surface more than 2m wide.	Advice and guidance has been given on Council trail construction in order to minimise fragmentation. Trails where possible have avoided potential habitat, and been designed to minimise fragmentation of habitat where not possible to avoid entirely. Retention/creation of stepping stones every two meters not considered viable for projects constructed, however disturbed areas of soil have been re-seeded with native grasses where viable to restore and enhance potential habitat. Shared user trails are required to follow standards and guidelines, with a width of 3m wide considered sufficient for safety. In small lengths with high conservation or habitat values, this width has been reduced, and design to maximise habitat supplementation has occurred using rocks (e.g. Kororoit Creek Opie Road). Design trials are in place to split the path for small lengths in high habitat value areas, providing habitat islands in the middle of the path (Taylors Creek SUP – design phase)
3	Connect grassy habitat patches along St Albans Road for Golden Sun Moth by improving existing patches and developing stepping stones of suitable habitat.	Sunbury Rail Corridor. Consultation with MetroTrains Biodiversity Manager to restore and change mowing regimes along stretches in Keilor Downs, and the restoration of biosites in St Albans. Retention of habitat within Denton Avenue grasslands. Advocated for suitable indigenous species to be planted with the Sunbury Line Upgrade
4	Increase habitat patch size at Bon Thomas Reserve for Striped Legless Lizards and create stepping stones to rail corridor.	Increase in area managed as conservation site has occurred. See Action 2 for limitations on shared user paths fragmenting habitat.

5	Ensure maximum connectivity and retention of native vegetation and fauna habitat in Sunshine North through strategic planning for undeveloped industrial land. Ensure corridors of structural habitat are retained and improved if development occurs.	Council applies the planning scheme to the maximum extent of our authority in this area. Discussions and responses on development design and landscape design have focussed on maximising habitat and connectivity potential.
6	Ensure all vegetation planting within the corridor utilises species, habitat structure and density that are consistent with identified habitats and Ecological Vegetation Classes.*	All Council plantings have considered habitat structure and density along this corridor, and locally indigenous plants used where possible. If density structure of remnant EVC for the area not feasible for the intent of the planting, then the design and planting palette has been chosen to minimise negative impacts on the EVC, and maximise the enhancement of general biodiversity.

2. Taylors Corridor

#	Action	Comment
7	Assist local schools to provide habitat patches of vegetation and structures through a targeted program. A learning program will be developed so school students can identify target indigenous species, restore habitat and monitor their chosen species.	Action dependent on school curriculum and teacher resource availability. Activities have been conducted with St Augustine's Primary School, and Keilor Downs College, both of who back onto the Taylors Creek Corridor. Planting and education activities were interrupted with COVID. Relationships are currently being re-established with St Augustine's, who have shown interest in interacting with the creek corridor.
8	Conduct Golden Sun Moth surveys within powerlines easements and areas with suitable habitat.	Surveys have been conducted as part of the planning process for Councils capital works projects. (Taylors Lakes) and targeted surveys along the powerline easement
9	Amend mowing regimes on grassy habitats to commence creation of stepping stones for Golden Sun Moth between Keilor-Melton Highway and Robinsons Road. Stepping stones consist of plains grassland species and structure.	Mowing regimes have been adapted through the removal of mowing over the spring season, particularly while surveys are being conducted. Limitations on the operational ability and pragmatism of current machinery. Action needs to be revisited in light of current machinery, and recent Golden Sun Moth surveys.
10	Ensure all vegetation planting within the corridor utilises species, habitat structure and density that are consistent with identified habitats and Ecological Vegetation Classes.	All Council plantings have considered habitat structure and density along this corridor, and locally indigenous plants used where possible. If density structure of remnant EVC for the area not feasible for the intent of the planting, then the design and planting palette has been chosen to minimise negative impacts on the EVC, and maximise the enhancement of general biodiversity.

11	Amend mowing regimes and reinstate habitat structure to provide stepping stones for Golden Sun Moth commencing at Rutherglen Way and working towards Denbigh Court, Keilor. Stepping stones consist of plains grassland species and structure, including rocks and natural debris.	Increase in area managed as grassland increased at Denbigh Court. Mowing regimes have not changed towards Rutherglen Way. Mowing regimes have been adapted through the removal of mowing over the spring season, particularly while surveys are being conducted. Limitations on the operational ability and pragmatism of current machinery. Action needs to be revisited in light of current machinery, and recent Golden Sun Moth surveys.
12	Increase grassland patch size at The Lakes Grassland and Kings Road Grassland for Golden Sun Moth. Increase management of grassland patches and restore stepping stones to extend to southern side of Taylors Creek.	Lakes Grassland patch size has increased and connected towards Kororoit Creek. Patch size at Kings Road grassland has increased marginally, but as a predominately Kangaroo Grass grassland increase in Golden Sun Moth habitat is minimal.

3. Maribyrnong Corridor

#	Action	Comment
13	Partner with existing programs to assess current extent of arboreal mammals downstream of Organ Pipes National Park.	Knowledge share and partnership with the Friends of Organ Pipes National Park sugar glider program led to a research opportunity. The habitat supplementation (see Action 17) was consistent with a research program at Organ Pipes National Park, however the research project did not extend to Sydenham Park site.
14	Investigate options for safe movement of Black Wallabies under Green Gully Road. Options ensure there is habitat cover at both side of the road, access to the road is discouraged and an appropriately sized culvert or tunnel.	Action is reliant on prioritisation, support and large investment from Melbourne Water. Melbourne Water have indicated this is not a priority.
15	Support landholder participation in sustainable land management through active management for habitat on private land, prioritising reducing pest plants and animals.	Sustainable Land Management grant run annually, with an average of 13 landholders participating.
16	Revegetate with habitat trees and food sources for Sugar Gliders between Organ Pipes National Park and Maribyrnong Valley Parklands.	Council revegetation programs along the Maribyrnong at Sydenham Park and Caroline Chisolm Reserve have included a suite of plant species suitable for Sugar Gliders. Melbourne Water capital works programs along Jacksons Creek and Maribyrnong River (Sydenham Park, McNabbs Weir and Caroline Chisolm Reserve) have also included a suite of plant species suitable for Sugar Gliders.
17	Install, maintain and monitor Sugar Glider nest boxes and tree hollows at Sydenham Park. Coordinate sites and share data with Hume City Council and Macedon Ranges Shire Council.	Supplementary habitat hollows installed along Jacksons Creek at Sydenham Park, with regular monitoring conducted.

18	Extend and connect grassland patches at Sydenham Park for Golden Sun Moth and Striped Legless Lizard.	Park is being managed to maintain grassland patches, with high threat weed control conducted leading to an increase in the quality of the patches within the Park.
19	Conduct a study on current populations, movement and barriers in the Maribyrnong Corridor for Eastern Grey Kangaroos.	No formal studies have commenced. Kangaroos are moving through the landscape along the Maribyrnong Corridor as reported by officers and residents of the area. Decrepit fencing and wire has been identified as a danger, with several Kangaroos caught. Staged removal of obsolete fencing within Council conservation assets is being conducted.
20	Embed requirements to prevent further impediment to safe Eastern Grey Kangaroo movement through the entire Maribyrnong corridor.	Safe movement for Kangaroos is considered within the planning process.
21	Retain and improve a safe passage for Growling Grass Frogs at Sydenham Park from the Maribyrnong River and Jacksons Creek to grassy habitat above the river for hibernation (over-wintering).	Heyes Gully, the creek line from the upper dams a known GGF and Jacksons Creek has undergone targeted weed control. Burn activity in the area has retained cover for GGF movement along this ephemeral waterway.
22	Continue to facilitate the Maribyrnong Valley Connection Project and undertake weed control on Council land within the project area.	Council continues to participate in the Maribyrnong Valley Connection Project, hosting the facilitator, and successful in funding to extend the project until 2025.
23	Ensure all vegetation planting within the corridor utilises species, structure and density that are consistent with identified habitats and Ecological Vegetation Classes.	All Council plantings have considered habitat structure and density along this corridor, and locally indigenous plants used where possible. If density structure of remnant EVC for the area not feasible for the intent of the planting, then the design and planting palette has been chosen to minimise negative impacts on the EVC, and maximise the enhancement of general biodiversity.

4. Kororoit Corridor

#	Action	Comment
24	Develop monitoring protocol for connectivity and undertake pilot in the Kororoit Corridor to measure gaps in corridors and progress towards closing them.	Conservation Asset Management Framework developed and in implementation phase. The Framework provides a system to formally identify, value, and monitor assets across the municipality. It provides management and maintenance standards to increase the quality and extent of these assets.
25	Reintroduce logs to revegetation beds at Buckingham Reserve to protect Eastern Longneck Turtles moving over land; placement should guide turtles away from roads.	Logs have been introduced 500m upstream as part of the Stepping Stones Woodland project.

26	Reintroduce mid and understorey layers within existing revegetation beds between Carter Street and Wright Street to complete vegetation structure and provide examples of natural landscape, as well as shelter for juvenile Eastern Long Necked Turtles.	Council has not completed work here, but Friends of Kororoit Creek in conjunction with Melbourne Water have revegetated significant areas at The Lizard Lounge (Fraser St), and the Bug Rug (Calder Court)
27	Maintain and restore grassland habitat for Striped Legless Lizards along Jones Creek between Denton Hills Parkland and Gladstone Street wetlands.	Council assets maintained along Jones Creek for SLL habitat.
28	Expand grassland patch size at Isabella Williams Reserve to meet escarpments and provide connected habitat for Cunningham's Skink as well as an example of natural structure of indigenous vegetation.	Grassland patch extended.
29	Reintroduce mid and understorey layers within existing revegetation beds between Deer Park Powerline easement to Station Road to complete vegetation structure and create overwintering habitat for Growling Grass Frog.	Restoring the Woodlands project in this area, has been introducing mid and understory plants within existing treed planting beds to recreate a holistic woodland structure.
30	Restore connection for Striped Legless Lizard through Denton Hills Parklands to Denton Grassland.	Future corridor and width for Striped Legless Lizard has been identified. Urban design projects such as the Cooler Greener tree planting have considered this corridor in the design. The draft Sunshine Energy Park Vision Plan identifies this area for biodiversity sensitive urban design.
31	Investigate and advocate for habitat restoration for the Cunningham's Skink and Growling Grass Frog along Kororoit Creek from the Western Ring Road to Albion.	Council work with Melbourne Water to identify areas suitable for skinks and Growling Grass frog, and ensure revegetation and planting considers allowing for basking sites and overwintering for GGF.
32	Advocate Melbourne Water to restore vegetation and habitat structures instream and streamside between Esmond Street and Albion.	Melbourne Water have conducted corridor planting within Ardeer area, and supported Council Cooler Greener tree planting on Melbourne Water land.
33	Ensure all vegetation within the corridor utilises species, habitat structure and density that are consistent with identified habitats and Ecological Vegetation Classes.	All Council plantings have considered habitat structure and density along this corridor, and locally indigenous plants used where possible. If density structure of remnant EVC for the area not feasible for the intent of the planting, then the design and planting palette has been chosen to minimise negative impacts on the EVC, and maximise the enhancement of general biodiversity.

5. Stony Corridor

#	Action	Comment
34	Implement the Stony Creek Restoration Project to re-create natural creekline habitat between Furlong Road and Gilmour Road.	Stony Creek Restoration Project scope impacted by contaminated land issues. No naturalisation of creek, but trees have been planted, and understory restoration has commenced.
35	Support partnerships with other key stakeholders to improve water quality, habitat and access along upper Stony Creek, between Camphora Place and Furlong Road, in line with the area's designation as a Health and Education Precinct under Plan Melbourne.	Council participated as a key stakeholder in the community engagement and early conceptual designs of the Reimagining your Creek at Sunshine Hospital in 2019. Melbourne Water have since de-prioritised this project, and it is put on hold and focus has turned to the Upper Stony Creek transformation project.
36	Collaborate with Maribyrnong City Council and Melbourne Water to restore riparian habitat with indigenous vegetation and habitat structures along Stony Creek between Matthews Street and Sunshine Road for Rakali and Growling Grass Frog.	Melbourne Water have done some woody weed removal in this area , and structural work on the water flow. Discussions about joint restoration work have been undertaken, with the site in mind for future prioritisation..
37	Ensure all vegetation within the corridor utilises species, habitat structure and density that are consistent with mapped habitats and Ecological Vegetation Classes.	All Council plantings have considered habitat structure and density along this corridor, and locally indigenous plants used where possible. If density structure of remnant EVC for the area not feasible for the intent of the planting, then the design and planting palette has been chosen to minimise negative impacts on the EVC, and maximise the enhancement of general biodiversity.

6. Cherry Corridor

#	Action	Comment
38	Diversify and increase the population of Striped Legless Lizard in targeted conservation areas through evidence-based supplementation projects.	Striped Legless Lizard translocation occurred. Reports that animals surviving, and some evidence of reproduction. (Gravid females).
39	Develop a new 'Nature Places' project to develop passive park adjoining Paramount Grassland as a space that integrates and highlights the adjoining grassland reserve.	The Nature Places is a rolling program of urban design treatments in and around high profile grasslands within Brimbank. The project aims to showcase the grasslands to our community, and allow access to nature in a guided and safe manner. Project sites to date are; Matthews Hill, Pioneer Park, Lakes Grassland, and Bon Thomas Reserve is in progress. Sites are chosen to prioritise grasslands with high interaction with the public first, Paramount Grassland will be a focus in the future
40	Ensure all vegetation within the corridor utilises species, habitat structure and density that are consistent with identified habitats and Ecological Vegetation Classes.	All Council plantings have considered habitat structure and density along this corridor, and locally indigenous plants used where possible. If density structure of remnant EVC for the area not feasible for the intent of the planting, then the design and planting palette

		has been chosen to minimise negative impacts on the EVC, and maximise the enhancement of general biodiversity.

7. Laverton Corridor

#	Action	Comment
41	Restore vegetation to provide habitat corridors for Growling Grass Frogs between waterway and grassy wetlands, including ephemeral wetlands between Calarco Drive and Boundary Road.	Grassland Habitat ongoing restoration within conservation asset straddling Australis Drive.Mowing regimes avoid grassy wetlands during wetter seasons which allows movement along corridor.
42	Collaborate with Melbourne Water to reintroduce rock habitat in drainage line between Hermitage Parade and Tiverton Parkway to enhance flora habitat.	In collaboration with Melbourne Water, Kororoit Creek has been the focus for introduction of rocks and logs. This stretch of Laverton Creek is not a priority at this point.
43	Create a targeted community information session and materials so landholders surrounding Mt Derrimut Nature Conservation Reserve can learn about Striped Legless Lizards.	Not Joint project with Friends of Iramoo to assist with the development of Be a Good Grassland Neighbour booklet, with was translated into Vietnamese and Mandarin.
44	Ensure all vegetation within the corridor utilises species, habitat structure and density that are consistent with identified habitats and Ecological Vegetation Classes.	All Council plantings have considered habitat structure and density along this corridor, and locally indigenous plants used where possible. If density structure of remnant EVC for the area not feasible for the intent of the planting, then the design and planting palette has been chosen to minimise negative impacts on the EVC, and maximise the enhancement of general biodiversity.

8. St Albans Link Corridor

#	Action	Comment
45	Improve structure of constructed earth mounds with habitat rocks and shrubs between Kororoit Creek and Neale Road for Blue-banded Bee.	No adaptations to existing constructed mounds, but new conservation area identified between Neale Road and McCann Drive, with rocks introduced for reptile habitat. (Striped Legless Lizard).
46	Protect and mark ephemeral wetlands between Phyllis Parade & Neale Road to avoid damage when inundated.	Grassland Habitat ongoing restoration within conservation asset straddling Australis Drive. Mowing regimes avoid grassy wetlands during wetter seasons which allows movement along corridor.

47	Amend mowing regimes on grassy habitats to commence creation of stepping stones for Golden Sun Moth between Robinsons Road and Oakwood Road. Stepping stones consist of plains grassland species and structure.	Mowing regimes have been adapted through the removal of mowing over the spring season while surveys are being conducted. Limitations on the operational ability and pragmatism of current machinery. Action needs to be revisited in light of current machinery, and recent Golden Sun Moth surveys
48	Ensure all vegetation planting within the corridor utilises species, habitat structure and density that are consistent with identified habitats and Ecological Vegetation Classes.	All Council plantings have considered habitat structure and density along this corridor, and locally indigenous plants used where possible. If density structure of remnant EVC for the area not feasible for the intent of the planting, then the design and planting palette has been chosen to minimise negative impacts on the EVC, and maximise the enhancement of general biodiversity.

9. Glengala Link Corridor

#	Action	Comment
49	Amend mowing regimes to provide higher quality grassland stepping stones for Golden Sun Moth between Forrest Street and The Avenue.	Mowing regimes have been adapted through the removal of mowing over the spring season while surveys are being conducted. Limitations on the operational ability and pragmatism of current machinery. Action needs to be revisited in light of current machinery, and recent Golden Sun Moth surveys
50	Collaborate with Melbourne Water to reintroduce habitat structure inclusive of rocks in target sites between Fairburn Road and Kororoit Creek for Striped Legless Lizards.	In collaboration with Melbourne Water, Kororoit Creek has been the focus for introduction of rocks and logs.This section of land has not been considered a priority to date.
51	Ensure all vegetation planting within the corridors utilises species, habitat structure and density that are consistent with identified habitats and Ecological Vegetation Classes.	All Council plantings have considered habitat structure and density along this corridor, and locally indigenous plants used where possible. If density structure of remnant EVC for the area not feasible for the intent of the planting, then the design and planting palette has been chosen to minimise negative impacts on the EVC, and maximise the enhancement of general biodiversity.

10. Brimbank Corridor

#	Action	Comment
52	Develop habitat connectivity implementation plans for Kororoit Creek and Taylors Creek.	Taylors Creek Conservation Management Plan and Kororoit Creek Habitat Connectivity Plan in draft form only.
53	Undertake fauna surveys to develop baseline data of the extent of Golden Sun Moth and Striped Legless Lizard populations.	Ongoing. Completed at Keilor Downs Recreations Reserve, Taylors Lakes Power easement, Bon Thomas Reserve, Sunshine West power easement, Goldsmith Avenue Retarding Basin, Delahey Recreation Reserve.
54	Support and participate in research opportunities that increase knowledge and understanding of species distribution and habitat requirements.	Only participated in one project: Paramount Striped Legless Lizard translocation.
55	Undertake strategic work to acknowledge and protect identified corridors and ensure appropriate habitat is maximized to inform a potential planning scheme amendment. This includes area adjacent to industrial precincts.	Planning Scheme Amendment C225brim addresses the Planning Policy Framework translation refers Brimbank Habitat Connectivity Plan 2018 – 2023 and Brimbank Biodiversity Strategy 2012 – 2022 (background documents). This may need to be amended with the updated Biodviersity Strategy. C225brim is sitting with the Minister for approval, and has not been enacted as yet.

56	Assess trees municipal wide for habitat and foraging values and embed protections for identified trees into the proposed Municipal Tree Policy.	No municipal wide investigations have been undertaken. Habitat trees are identified through the tree maintenance program, and retention of stags and the creation of supplementary hollows are conducted in an ongoing manner.
57	Community engagement programs to be developed to support specific active delivery.	Community environment events undertaken with habitat connectivity actions. Habitat Hollows sessions, community planting days and working bees.
58	Community engagement to monitor indicator species e.g. participation in National Bird Week.	Participation and promotion of the Great Aussie Bird Count, Frog Census, and Waterwatch. Council has adopted the iNaturalist app to promote to the community. iNaturalist allows community to record and upload their observations
59	Continue to deliver annual indigenous plantings within Conservation Assets.	Average 38,000 plants per year over five years.
60	Continue to deliver annual advanced street tree planting program.	Average of 5,500 annually for the last five years
61	Continue to deliver annual tree and shrub plantings within Council reserves.	Park and playground upgrades are inclusive of landscaping where habitat and biodiversity values are considered. State government funded programs for planting tubestock trees has occurred with an average of 15,000 planted per year over the past five years
62	Incorporate fauna sensitive design into road, footpath and trail projects managed by Brimbank. Vic Roads Guidelines for Fauna Sensitive Road Design will be used as guidance.	Advice and guidance has been given on Council trail construction in order to minimise fragmentation. Trails where possible have avoided potential habitat, and been designed to minimise fragmentation of habitat where not possible to avoid entirely.
63	Advocate to State and Federal government for structural connectivity to be retained through fauna sensitive design in infrastructure projects.	Council advocacy conducted through the planning process of major transport projects. Advocacy and guidance on landscaping and biodiversity sensitive urban design also provided. •Level Crossing Removal Project •Melbourne Airport Rail •MTM Sunbury Line Upgrade No direct advocacy has been undertaken.

Brimbank City Council

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13.8	**Submission to Developing a Plan for Victoria**
Directorate	City Futures
Director	Kelvin Walsh
Manager	Leanne Deans
Attachment(s)	1. Plan for Victoria Submission June 2024 [**13.8.1** - 28 pages]

Purpose

For Council to consider endorsing the draft Submission to Plan for Victoria (the Submission) shown at **Attachment 1**.

Officer Recommendation

That Council notes and endorses the Submission to Plan for Victoria, shown at Attachment 1, and submits to the Department of Transport and Planning.

Background

The Victorian Government (Government) and councils play a critical role in how cities and towns are planned and grow. In 2017 the Government adopted a metropolitan planning strategy, Plan Melbourne 2017-50, to guide land use planning and development across metropolitan Melbourne. Integrating long-term land use, infrastructure and transport planning, Plan Melbourne aimed to set out the strategy for supporting jobs and growth, while building on Melbourne's legacy of distinctiveness, liveability and sustainability. One of the key elements of Plan Melbourne was the concept of 20 Minute Neighbourhoods, which aimed to encourage 'living locally' by enabling people to meet most of their daily needs within a 20-minute return walk from home.

The Government estimates that by 2050 Victoria will be home to more than ten million people, with eight million forecast to live in Melbourne and over two million in regional Victoria (Department of Transport and Planning, 2024). In response to this growth and change, the Government has commenced the preparation of a 'Plan for Victoria' (the Plan), which will supersede Plan Melbourne. This work started in late 2023, with the Government facilitating round table discussions and webinars with leaders and key decision-makers across local government, and the housing, development, environment and community sectors.

The Government has indicated that the Plan will focus on delivering more homes near transport, job opportunities and essential services in vibrant, liveable, and sustainable neighbourhoods with smarter and more sustainable solutions to support future growth.

The Government has commenced a second round of engagement to inform the development of the Plan, with feedback sought on four pillars comprising:

1. Affordable Housing and Choice
2. Equity and Jobs
3. Thriving and Liveable Suburbs and Towns
4. Sustainable Environments and Climate Change

Matters for Consideration

Options

The following options are available to Council:

a. Endorse the Submission to Plan for Victoria, shown at **Attachment 1**.
b. Endorse the Submission to Plan for Victoria shown at **Attachment 1**, with changes.
c. Determine not to endorse the Submission to the Plan for Victoria shown at **Attachment 1**, with no further action.

The officer recommendation is Option A. The Submission to Plan for Victoria aligns with previous advocacy to the Victorian Government, is consistent with Council policy or consistent with best practice strategic planning principles.

Analysis

Consultation on Plan for Victoria provides an opportunity for Council to input into a new statewide integrated land use planning and transport strategy. Council's submission includes 33 recommendations responding to key priorities, with a focus on:

- Transforming Brimbank
- Planning for an integrated activity centre network
- Providing housing choice and diversity
- Establishing a regional planning approach
- Delivering planning certainty

A summary of the key recommendations includes:

- Reaffirming key rail infrastructure projects critical to the transformation of Brimbank including the importance of Melbourne Airport Rail, the Sunshine Super Hub, Keilor East Station and reconstruction of Albion Station
- Reaffirming the need for a clear activity centre framework and hierarchy, including the identification of Sunshine as a Metropolitan Activity Centre (MEAC) and National Employment and Innovation Cluster and elevation of the Sydenham (Watergardens) to a MEAC
- Development of business investment strategies and integrated transport solutions that support and connect activity centres
- Improved connectivity including an expanded rapid bus network, upgrading the Calder Freeway, and electrification of the Wyndham Vale and Melton corridor rail lines
- Development of a metropolitan housing strategy and housing targets based on realistic population projections
- Reforming planning policy provisions and zoning to guide and support appropriate development in appropriate locations
- Support to identify grey field urban renewal areas
- Identification of surplus State Government land for urban renewal
- Continued support and guidance to achieve the concept of living locally
- The establishment of a regional approach to planning where land use issues cross municipal boundaries (i.e. contaminated land, Major Hazard Facilities, separation distances and flood mapping)
- Acknowledging the impact that aircraft noise has on human health and the need for mitigation and compensation in buildings that were constructed prior to the application of the Melbourne Airports Environs Overlay
- Committing to the redevelopment of Sunshine Energy Park as a regional open space

- Improved certainty and protection of high value eco systems including the management of State significant conservation assets
- Development of regional land-use framework plans
- Continuation of existing policies in Plan Melbourne that remain relevant
- Ongoing support for the Urban Growth Boundary aligned with funding to support the preparation and implementation of Green Wedge Management Plans
- Development of an approach to distribute any value uplift to land (i.e. for the purpose of social or affordable housing)
- Preparation of an implementation program and monitoring process for the new Plan.

Submissions are due to DTP by 30 June 2024 and a further round consultation has been flagged from 1 July to 30 August 2024. It is anticipated that a new Plan for Victoria will be finalised and released in late 2024.

Community Engagement

The Department of Transport and Planning is undertaking community consultation on the Engage Victoria site and has invited public submissions by 30 June 2024. In late 2023, the Government also conducted some round table discussions and webinars with leaders and key decision-makers across local government, and the housing, development, environment and community sectors.

Resource And Risk Implications

Resource requirements for the preparation of the Submission have been met within the Annual Budget 2023/2024.

Community: potential impact on community, including public trust and customer service impact
• Yes – Plan for Victoria will be the overarching strategic planning and land use document prepared by the Victorian Government and inform future strategic planning policy documents across Brimbank. This will be of interest to the community, may be politically sensitive and impact Council resources.

Environmental: impacts on environmental sustainability, including water/waste management, climate change, and contaminated land
• Yes – A proposed pillar within Plan for Victoria is 'Sustainable Environments and Climate Action' and this will impact on environmental sustainability.

Financial: significant financial impacts
• Yes – Plan for Victoria may have financial implication for Council as it may require Council to undertake additional or new strategic planning work.

Regulatory: legal, legislative or regulatory implications including the rights/obligations of stakeholders
• Yes – Plan for Victoria will guide strategic land use planning across Brimbank and impact on State, regional and local planning policy. Plan for Victoria will inform future strategic planning policy documents including the preparation of planning scheme amendments.

Safety: health, safety or duty of care impacts
• None – A proposed pillar within Plan for Victoria is 'Thriving and Liveable Suburbs and Towns' and this will impact on the safety of local communities.

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
• Sustainable and Green - Protect natural environments for current and future generations

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
• 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.

The Draft Submission draws on priorities identified in adopted Council strategies and policies and relevant state government plans, including the Brimbank Housing and Neighbourhood Character Strategy 2024, Brimbank Advocacy Plan 2023-25, Brimbank Transport Priorities Paper 2022, Sunshine Priority Precinct Vision 2050, Brimbank Activity Centre Strategy 2018, Sunshine Station Super Hub Urban Design Principles 2019, Brimbank Position Statement of Social and Affordable Housing 2022, and Brimbank Economic Development Strategy 2022–2027.

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



Submission

Plan for Victoria

June 2024

Attachment 13.8.1

Foreword

Brimbank City Council (Council) welcomes the opportunity to inform the development of the Plan for Victoria and stands ready to support the development of this important plan.

Over the past decade Council has worked to build a positive and inclusive vision for the future aimed at elevating its key activity centres, neighbourhoods and business communities into prosperous environments.

Council considers that a new Plan for Victoria provides a great opportunity to reaffirm policy and strategy outlined in past metropolitan and regional strategies that have begun to build a strong polycentric metropolis and regional city network and continue to build on existing and emerging strengths and opportunities moving forward.

This submission will focus on Brimbank's role in contributing to a greater Melbourne area and western region of Victoria as input into delivering a framework that continues to deliver a sustainable, liveable, equitable, connected and prosperous future.

This submission focuses on:

1. The importance of Brimbank in supporting growth and development as part of a growing Melbourne.
2. The need for committed investment in transformative projects to support Brimbank to grow and develop.
3. The need to address climate change impacts through consistent, metropolitan wide policy, strategy and actionable approaches.
4. The need to plan for a clear hierarchy of centres with Sunshine and potentially Sydenham as activity centre anchors for jobs and residential growth.
5. Provide clear policy, strategy and statutory direction to deliver housing choice and diversity across metropolitan Melbourne.
6. Urgent reform to the infrastructure/developer contributions systems to provide services and infrastructure for growing communities.
7. Work across council boundaries on regional matters to resolve a range of complex issues with key state agencies taking the lead.
8. Continue to progress key principles and objectives from previous metropolitan strategies and revise/reform to continue to guide growth and development strategically.
9. Develop a clear partnership approach with local government to implementation and delivery.

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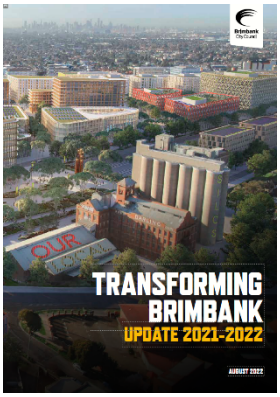
Transforming Brimbank



There is significant opportunity to help grow Brimbank into a vibrant, prosperous region given its strategic position within the heart of Melbourne's west. Brimbank has, and will continue to play an important and increasing strategic role within the west of Melbourne given its strong regional connections to central Melbourne and western Victoria.

Click here for more information: **Transforming Brimbank**

Capitalising on Brimbank's unique opportunities

Brimbank has a vibrant and culturally diverse community with a population of 196,000 in 2021 which is forecast to grow to 212,500 by 3036[1]. Almost half of all residents are born outside Australia with a majority speaking a language other than English at home.

Brimbank currently provides 86,000 local jobs and generates $11B in gross regional product because of its diverse range of specialised industries across a range of sectors and 2,000 hectares of industrial zoned land. This provides a strong competitive advantage to continue to support growth and development of western Melbourne with Sunshine at its heart.

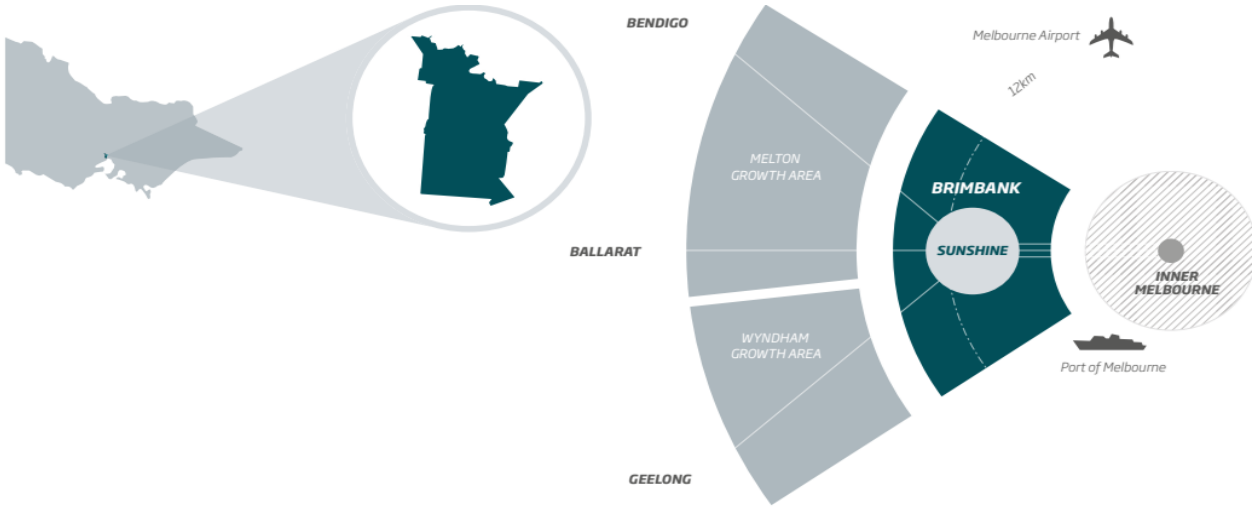
The Sunshine Priority Precinct has, and will continue to be the focus of significant investment through transformational rail projects and station redevelopment. This investment, once realised, will drive jobs and residential population growth that will transform the Sunshine and Albion precinct into the CBD of the west with a greater focus on health, wellbeing and education further diversifying the region's economic contributions.

While significant work has been undertaken Brimbank continues to experience significant socio-economic disadvantage. It is currently the third most disadvantaged local government area in Victoria and the second in metropolitan Melbourne.

There is a significant opportunity for both State and local Government to leverage public and private investment to create uplift through a range of opportunities. A commitment to a continued strong partnership and collaboration approach between local and State Government that is underpinned by an agreed vision will be key to realising our mutual aspirations.

[1] Victoria in Future 2023, State Government of Victoria

Figure 1: Brimbank within the context of the west.



Leveraging investment to transform Brimbank

Transforming Brimbank aims to leverage $20 billion of State Government infrastructure investment to deliver meaningful and generational change for the Brimbank community and Melbourne's west. The window of opportunity to maximise the community impact of this investment is small and requires urgent action.

The Transforming Brimbank program seeks to leverage Government's substantial infrastructure investment so that it not only delivers transformation of metropolitan Melbourne, but also create meaningful change and uplift for residents in Brimbank and Melbourne's western region.

This includes delivery of projects such as Melbourne Airport Rail (MAR), including the Keilor East Railway Station, the Sunshine Health, Wellbeing and Education Precinct, the Sunshine Super Hub and the western section of the Suburban Rail Loop, which are critical for Brimbank and the western region.

These projects deliver critical infrastructure that support Melbourne's growth and development, underpin Sunshine as a Metropolitan Activity Centre (MEAC), a National Employment and Innovation Cluster (NEIC), and enhances Brimbank as a place to invest, conduct business and work.

Strategic investment that leads to regional benefits

Delivery of the MAR will benefit communities of western Victoria and Melbourne's west, as well as metropolitan Melbourne by improving access and connectivity. It will establish Sunshine as an important gateway to Melbourne and Victoria. MAR also establishes Sunshine as a key visitor destination through the development of an integrated Sunshine Station Super Hub that connects MAR to western Victoria

and the regional cities of (Geelong, Ballarat and Bendigo), as well as train lines serving growth corridors in Hume (Sunbury), Melton and Wyndham. More than this, Sunshine is positioned to emerge as a leading functional economic area delivering new economic opportunity and contemporary jobs growth. As Victoria's west grows, employment and population are shifting westward. The growing communities of Melton, Sunbury and Wyndham along with Victoria's broader western region require locally based accessible employment and economic opportunity. Sunshine is positioned to help rebalance Victoria's economy toward its population centres in the west.

Strategic investment that leads to local benefits

Airport accessibility and connectivity are common elements of a thriving global city and while the majority of the world's busiest airports have mass transit connections, there are only 17 that have no rail connection, including Melbourne Airport.

Critically, the road network servicing Melbourne Airport is insufficient to service its long term growth, which is forecast to double to more than 76 million by 2042. The timely delivery of SRL Airport is not only essential to ensure Melbourne Airport can grow to meet forecast demand – it is also key to ensuring efficient, reliable, equitable and sustainable access to and from Melbourne Airport for Victorians and visitors to Victoria.

RECOMMENDATIONS

1. Reaffirm the importance of the Melbourne Airport Rail project and Sunshine Super Hub to metropolitan Melbourne and Victoria.
2. Retain the status of the State Government's planned new Regional Platform project at Sunshine Station.
3. Reaffirm and commit to the reconstruction of Albion Station as part of a package of access and connectivity improvements for the Albion Quarter Precinct.
4. Reaffirm the construction of a new train station at Keilor East, as part of Melbourne Airport Rail.

Planning for climate action

In 2020, Council released the *Brimbank Climate Emergency Plan 2020-2025* to co-create a future with its community that is free from fossil fuels and to become more resilient to climate change. The Plan focuses on five themes: people power; 100% Renewable; Resilient Rebuild; Green and Cool; and Circular Economy.

A new Plan for Victoria must take bold, strategic, measured action to continue action towards a net zero future, builds a resilient urban environment and avoids the natural environmental impacts of a changing climate.

Building a greener more resilient urban environment

Urban heat poses an increasing danger to communities in Victoria[2]. Among all the impacts of climate change, urban heat and heat waves presents a serious health risk. Presently, extreme temperatures result in an annual economic loss of $87 million in Victoria, a figure projected to rise to $179 million by 2030[3].

To combat this, Council is undertaking a bold approach to increase Brimbank's tree canopy from 6.2% to 30% over the next 30 years[4]. The strategy ensures trees are at the forefront of Council's decision making process, to improve liveability throughout Brimbank. This strategy has been developed in line with the *Greening the West Strategic Plan* which promotes a regional approach to greening particularly through the planting of trees.

There is a critical need to rethink Melbourne's approach to tree planting protection. Only a whole of government and community led approach will achieve the protections and enhancements needed to ensure that a more dense Melbourne is coupled with a more greener environment.

Council would encourage the State Government to follow the lead of many local governments in setting a target in planning policy to achieve a minimum canopy cover of at least 30%. Establishing a clear policy will ensure a unified commitment to creating a greener more resilient environment to the impacts of urban heat island.

In addition, Council would also encourage exploration of formal processes, built around available tools within the Victoria Planning Provisions to achieve protection and encourage greening as part of new development.

[2] State of Victoria (2022) *Health and Human Services Climate Change Adaptation Action Plan 2022–2026*
[3] State of Victoria (2019) The economic impact of heatwaves on Victoria, DELWP
[4] Brimbank City Council (2016) *Urban Forrest Strategy 2016-2046*

Finally and most importantly, a new Plan for Victoria must foster a collaborative approach with local communities to ensure a mutual understanding of the value that urban greening brings and why protecting and enhancing canopy cover as part of an urban forest approach will create positive outcomes long term for our urban environment.

Achieving environmentally sustainable development.

A considered and consistent approach is needed to mitigating and adapting to the effects of climate change on built form within Victoria's planning and building systems.

Local Government have taken various approaches to achieving Environmentally Sustainable Design (ESD) outcomes in an effort to ensure new development meets higher environmental and sustainability performance standards. There is an opportunity for the State to take provide greater leadership to ensure that all LGAs are progressing approaches that deliver elevated and consistent ESD outcomes.

In 2022, Council welcomed the much anticipated introduction of updates to the Planning Policy Framework of all planning schemes (VC216) and the release of the ESD Roadmap. Policies and strategies related to neighbourhood batteries and gas substitution linked with the *Renewable Energy Action Plan 2018* that complement this road map are commendable steps forward.

Moving forward, a State led approach that establishes a consistent approach across both planning and building systems must be priority if a new Plan for Victoria is to provide policy and strategy direction to achieve sustainable development delivering the ambitious target of 2.2 million[5] new homes over the next 30 years.

Within this context, considerations should be given to implementing a consistent ESD suite of assessments tool within the Victoria Planning Provisions that is consistent with the Victoria's Building Regulations and the National Construction Code as part of the next phase of the ESD road map. Council looks forward to being consulted and contributing to this important initiative.

[5] Victorian State Government (October 2013) *Housing Statement*

Establish a catchment response to flood hazard mapping in planning schemes.

Successive metropolitan strategies have progressively and with increasing urgency outlined the threat posed by a range of natural hazards and the impacts that a changing climate will pose across Melbourne and regional Victoria.

Flood risk is a focus for Brimbank. Existing flood information in planning schemes, including Brimbank's, is patchy and outdated and leaves new development at risk of being built in areas vulnerable to riverine and overland flooding.

The need for a consistent methodology and approach to updating flood mapping in planning schemes was a key recommendation of the 2011 inquiry into flooding across the State led by former Victoria Police chief commissioner Neil Comrie. Unfortunately limited progress has been made in this regard since those recommendations where provided to the State Government.

Flooding does not discriminate when it comes to municipal boundaries, however the processes and procedures that are currently in place rely on individual councils to progress planning scheme amendments to introduce flood mapping. A catchment based approach to the inclusion of flood mapping into planning schemes is essential and must be based on a current scientific data that is applied via a consistent methodology to tackle this issue moving forward.

Implementation and updating of flood mapping across metropolitan Melbourne, is best led by Melbourne Water as the designated Floodplain Management Authority under the *Water Act 1989*. Implementation into planning schemes must be progressed in partnership with local government and implemented via a group amendment process. This will ensure flood mapping is up to date and consistent across municipal boundaries.

RECOMMENDATIONS

1. Establish a consistent metropolitan wide policy and urban canopy target approach coupled with the application of appropriate planning scheme tools to protect and enhance an urban greening outcome.
2. Finalise and release stage 2 of the ESD roadmap for local government input. Ensure any proposed roadmap identifies the required planning provisions to support development decision making that is consistent with the building regulations and national construction code.
3. Empower Melbourne Water, as the designated Floodplain Management Authority to progress flood modelling and mapping and its implementation into

planning schemes at a catchment level in partnership with local government via a group amendment process.

Planning for an integrated activity centre network

Council continues to support the principle and approach of developing a polycentric city and the need for significant growth and development across the metropolitan area, with a focus on National Employment and Innovation Clusters (NEICs), Metropolitan Employment Activity Centres (MEACs) and Major Activity Centres (MACs), health and wellbeing precincts and state-significant industrial precincts.

Confirm Sunshine's role as a NEIC and MEAC

Brimbank and Melbourne's west is expecting billion-dollar investments in infrastructure in the next 10 years. Most of this will be in the Sunshine Precinct, which may see up to 43,000 additional residents and an additional 29,000 jobs created by 2051.

The Victorian Government's "Sunshine Precinct Opportunity Statement" outlines how Sunshine has a unique opportunity to attract a broader range of businesses, including office, retail services and entertainment, as well as residential development. A continued partnership approach between State and local Government is required to encourage the growth and development of Sunshine including its unique profile, competitive strengths, role and stage of development.

An essential element of a more compact and efficient future form of Melbourne is the ongoing need to preserve land and progress opportunities to create more jobs across Melbourne's established Major Activity Centre network. As part of Plan Melbourne Refresh 2017-2050, Sunshine was identified a one of four metropolitan employment centres with Clayton/Monash, LaTrobe, and Werribee being the others. The focus of these centres was to create areas of specialised activity and job creation, building on existing anchor tenants, such as Victoria University and Sunshine Hospital in Sunshine, with great access to public transport.

Planning policy to be developed as part of a Plan for Victoria must continue to take account of the strategic opportunity and role Sunshine has in developing Melbourne's west and leveraging of the significant rail investment planned. Council continues to support and encourage a precinct-based approach, to guide employment and residential growth and development with policy and statutory frameworks.

Figure 2: Sunshine Priority Precinct



Establish Sydenham as a MEAC

Reaffirming the role of Sunshine, as well as the strategic importance of the NEIC area which includes the Sunshine Health Wellbeing and Education Precinct (SHWEP) has a fundamental relationship to planning for other activity centres in Brimbank.

Sydenham, which includes Watergardens Shopping Centre, continues to grow and service a wide population catchment. Serviced by both Vline and Metro train services, it functions as a major transport interchange in Brimbank's north-west. Council estimates that Sydenham/Watergardens has potential retail floorspace growth of an additional 30,000 sqm when assessed against population projections to 2036[6].

Establishing Sydenham (Watergardens) as a MEAC within Melbourne's broader Activity Centre structure will address a significant gap in strategic policy at present and would provide a balance to planning and development within Brimbank.

There is significant land capacity in and around the Watergardens complex and immediate areas surrounding it, including the Watergardens Train Station that can facilitate additional jobs and residential growth and development into the future. Work being progressed as part of the 10 Activity Centres, in particular with

[6] Draft Activity Centre Economic Analysis (2024) Charter Keck Cramer

Chadstone and Ringwood (given major land holdings are held in single ownership) may present an opportunity to apply learnings to work with a major land holder to diversify their approach.

Figure 3: Sydenham Town Centre



Build effective policy and strategy to support 20 minute neighbourhoods and place making.

Council seeks to deliver community services and infrastructure in line with the principle of 20 minute neighbourhoods through its *Community Services and Infrastructure Plan 2018-2038*. Council aims to deliver, where feasible, community facilities close to activity centres, community focal points, public transport, pedestrian and cycling networks however there are challenges in achieving this given existing land ownership and it can be more feasible for Council to deliver services on existing sites located out of centre.

Brimbank has 53 activity centres that sit below the existing NEIC and MEAC or MAC metropolitan framework designations found in Plan Melbourne that are of varying sizes and perform a variety of roles and functions relative to the immediate and broader communities.

Sunshine has, and will continue to be the focus for jobs growth and attention given its strategic location and accessibility opportunities. As mentioned above,

Sydenham has emerged as Brimbank's second MEAC, establishing both as anchors servicing both the north and south of the municipalities.

St Albans, Deer Park and Brimbank Central play a critical role in servicing their immediate communities in addition to a broad range of neighbourhood activity centres (e.g Cairnlea, Taylors Lakes, Keilor Village, Keilor Downs, Delahey and Derrimut) and smaller Local Activity Centres that service and immediate area.

Irrespective of the size and place each centre plays in providing goods and services to its communities of interest, the role of a healthy, vibrant and accessible activity centre significantly contributes to the quality of life and economic development potential for all areas of Brimbank.

The 20-Minute Neighbourhood principle was a cornerstone of Plan Melbourne. It aims to create local hubs where people can access services, like health facilities, parks and shops within a 20-minute walk from home.

Council has welcomed funding to support place making opportunities such as the grant for Glengala Road Shopping Centre. The investment is contributing to a revitalisation of this popular shopping strip, making it vibrant, healthy and better connected.

Council would continue to encourage State Government to build on Direction 5 'Create a city of 20 minute neighbourhoods' by continuing to refine policy, strategy and potential statutory mechanisms that evolves this key urban place making element further.

Council would also support policy reaffirmation of the broader Activity Centre network and the role it plays in delivering localised growth and development opportunities through appropriate gentle density measures.

Figure 3: Glengala Shops, Sunshine West.





Ensure integrated transport outcomes are achieved across the network.

Critical to the success of any activity centre network is how they are connected by walking, cycling, public transport and private vehicles. An integrated transport planning approach which priorities pedestrians and cyclist is needed across Melbourne if all of its activity centres are to contribute to an effective urban network of more dense neighbourhoods that also realise opportunity of being 20-minute neighbourhoods.

While Brimbank is serviced by three train lines (Wyndham Vale, Melton and Watergardens/Sunbury), there is limited public transport serving the municipality, especially when compared to the north, east and southern areas of Melbourne. The underinvestment in public transport is a legacy of Melbourne development, however Melbourne's west is now one of the fastest growing regions in Australia and requires substantial and sustained investment to support its growth and development.

Within Brimbank, this can occur through the delivery of a rapid transit bus service that can support the remaining urban renewal areas like Cairnlea and River Valley Estate and connecting existing residential areas to train stations and employment centres. Transport projects including the electrification of the Melton and Wyndham Vale rail lines also provide opportunity to grow and develop areas adjacent to these lines.

RECOMMENDATIONS

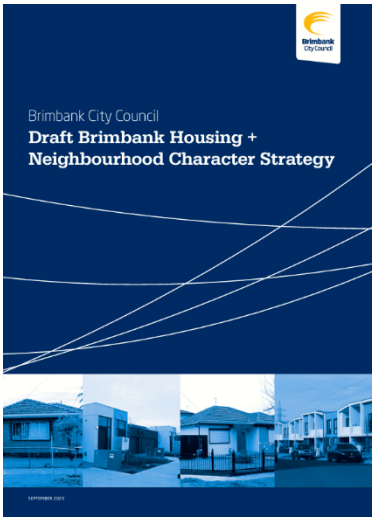
1. Confirm the role of Sunshine as a MEAC and NEIC to maintain a partnership and precinct based approach focusing on job creation, growth and investment facilitation.
2. Include Sydenham (Watergardens) as a Metropolitan Activity Centre within Melbourne's Activity Centre Framework given its strategic location, role and function is plays in servicing a broad catchment and access to transport services.
3. Reaffirm a clear Activity Centre planning framework and policy approach that provides clear direction on the role, function and development capacity across all levels Melbourne's Activity Centre network and as part of an integrated transport network.
4. Develop business investment strategies for each MEAC, MAC and NEIC that support long term strategic planning identifying and defining economic outcomes and preconditions for investment.

5. Develop integrated transport planning solutions that focus on active and public transport links connecting activity centres to improve local and regional access and support planned rail investments.
6. Commit to the delivery of key transport projects in Melbourne's west to improve connectivity, accessibility, safety and economic development, including Melbourne Airport Rail, a substantially expanded rapid bus network, upgrading the Calder Freeway to an urban standard and the electrification of the Wyndham Vale and Melton corridor rail lines.

Providing housing choice and diversity

Councils have invested significant time and effort to apply reformed residential zones over the last decade. A metropolitan housing strategy is needed to guide the implementation of targets coupled with reforms to planning controls to achieve appropriate densities in the right locations serviced by public transport.

Provide clear state led policy and strategy to inform local government housing strategies



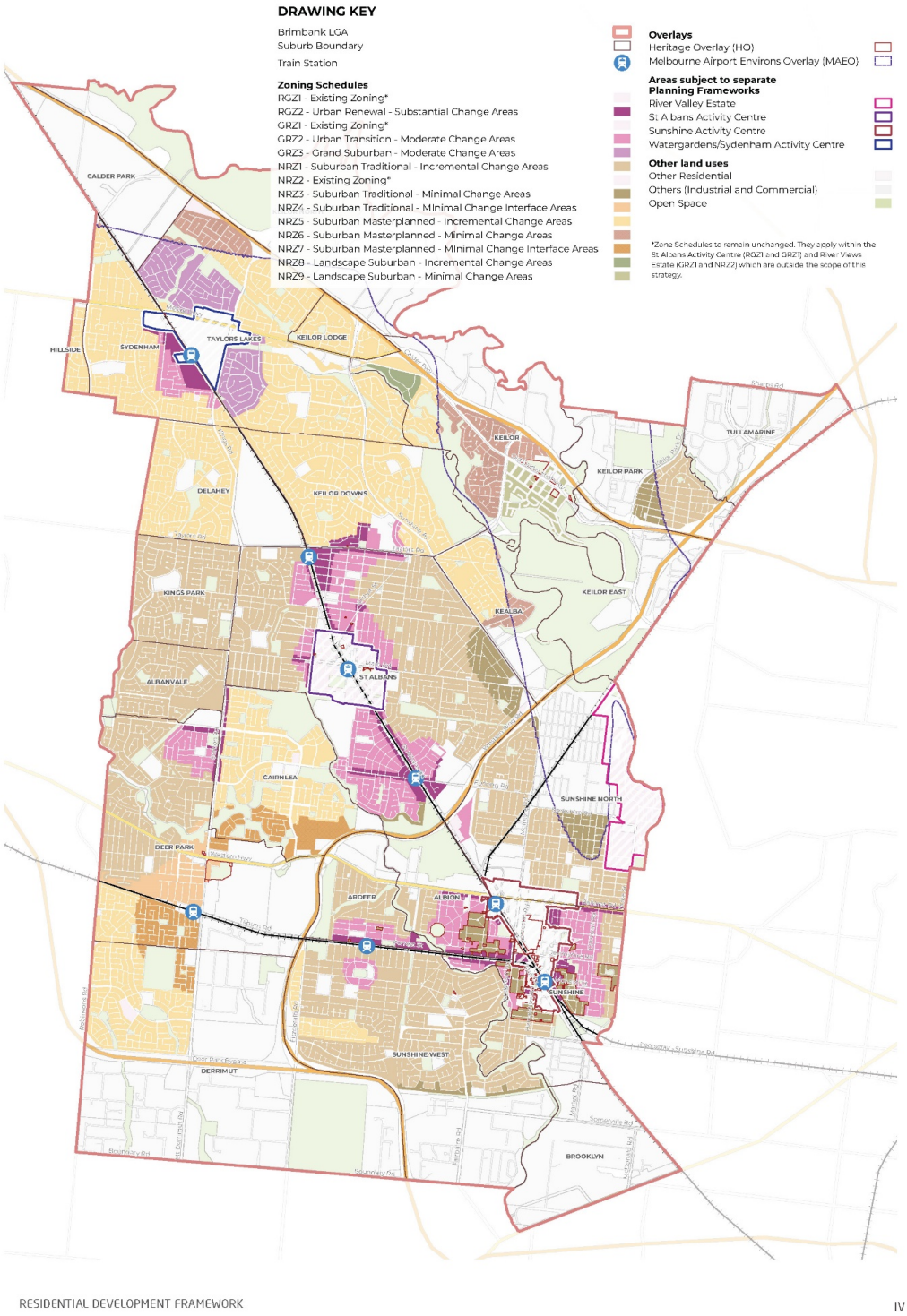
In April 2024, Council adopted the *Brimbank Housing and Neighbourhood Character Strategy 2024*. A key focus of the Strategy is to deliver diverse, connected and green neighbourhoods offering range of high quality, sustainable housing choices for everyone at every stage of their lives and to accommodate an additional 34,000 residents and 14,000 dwellings by 2041.

A key challenge facing Brimbank, and most municipalities, is the ability to support the delivery of a diverse housing market to cater for an increasingly diverse arrangement of household types and an older population. Currently, 80 per cent of Brimbank's housing supply is provided in detached dwellings built between the 1950's and 1980's on relatively large allotments. Research undertaken as part of the Strategy indicates that maintaining this supply of housing type will not meet the needs of a future Brimbank population.

To service future needs, the Strategy focuses (see Figure 4) on greater diversity in a range of housing types across strategically applied residential zones. Coupled with existing activity centre policy and strategy Council's residential growth strategy positions significantly increased housing choice and density at strategic locations where access to employment, goods and services are easily accessed by public transport.

To support Brimbank, and other councils to deliver well designed and well located housing requires a consistent metropolitan approach. Consideration should be given to progressing the development of a metropolitan housing strategy that is reviewed every 5 years. This strategy should identify the policy and overall strategic and statutory approach that will help support and guide local delivery. Any strategy must put people first and build consensus on densification in the right places.

Figure 4: Draft Brimbank Housing and Neighbourhood Character Strategy – proposed zoning.



Develop meaningful and achievable strategic housing targets to inform metropolitan housing strategy in partnership with local government.

Housing targets, if progressed, should be strategic and mindful of a council's ability to influence the housing development market beyond the planning and building systems they administer.

Council has and will continue to facilitate development across Brimbank through its planning scheme however it should be noted that while permits are issued, not all proceed to construction. For example, within the Sunshine MEAC over the last 5 years, active permits have the potential to deliver 972 new apartments. However over this same period, approximately 564 apartments will not progress due to lapsed planning permits. This demonstrates the important role the market plays in the delivery of housing, including but not limited to inflation and the cost of construction, high interest rates, rising wages and labour shortages and other commercial factors.

The translation of planning permits to building permits is also linked to market confidence in the delivery of the MAR and other city shaping infrastructure flagged by the State Government for Sunshine.

Should State Government wish to progress a housing target approach then it should be mindful of the need for it to be strategically focused in its intention rather than as a punitive measure. As has been demonstrated by Council's effort in progressing a thorough and well considered housing strategy and permit assessment program, Council's ability to effect change in housing supply beyond the planning scheme is limited.

Council would welcome, and support development of a commitment to long term program of action where the State Government works in partnership with local government to set targets and their regular review as part of metropolitan wide program.

Council also encourages increased dialogue with the State Government on where opportunities exist to unlock existing supply, or ease/adjust levers at its disposal to increase housing supply across the market.

Reform planning provisions and provide design guidance that supports a metropolitan housing strategy.

There is a significant need to provide greater clarity and certainty through modernised residential and activity centre policy, and strategy and zoning

provisions to achieve greater housing choice and density, particularly low rise apartment development, supported by localised implementation.

For over a decade, residential and activity centre policy has lacked the necessary clarity to guide appropriate densities that a modern metropolitan city like Melbourne needs. Shifting towards the right housing supply to meet the needs of a diverse range of people must be a key objective of any new Plan for Victoria.

Part of delivering the right supply needs a focus on providing more housing that falls between single-family homes and higher density apartments, which is often referred to as "missing middle". This missing middle is reflected within the statutory provisions of the VPPs with a significant gap in policy, guidance and statutory control relating to apartment development that is greater than 4 storeys but less than 10 storeys.

Future Homes, which focuses on up to 4 storeys, while admirable in its intentions, and the Better Apartment Design code, which focuses on high rise apartments, confirms the need for a low to mid rise apartment code that supports appropriate development outcomes.

The development of a new low rise code is needed, that is delivered within a reformed suite of existing residential zone controls which is balanced with the need to protect areas of heritage significance. This approach will support the time, effort and investment into strategically identifying and facilitating growth and development across municipal areas to deliver the housing requirements of a growing city.

RECOMMENDATIONS

1. Progress the development of a metropolitan housing strategy in consultation with local government that is reviewed every 5 years, which sets the policy, strategy and statutory framework to guide localised delivery.
2. Implement housing targets that are based on consistent population projections and reviewed regularly being mindful of council's ability to influence the housing market.
3. Progress reformed residential and activity centre policy, strategy and zoning provisions to deliver the policy and strategy objectives outlined in a state led housing strategy.
4. Prioritise the development of planning provisions and guidance that support appropriate development, particularly low rise apartment development.
5. Support councils to identify and plan for existing grey field areas suitable for redevelopment for higher density housing and lot consolidation

6. Continue to identify underutilised and surplus State Government land that has potential to deliver additional social housing.
7. Continue to support and give greater guidance to achieving the strategic concepts regarding 20 minute neighbourhoods and their delivery across Melbourne.

Establish a regional planning approach

Work in partnership with councils on a regional basis to address consistent land use planning challenges impacting growth and development of Melbourne's west. Unlocking these challenges will free up land for potential growth and development.

Utilise a regional partnerships approach to address matters that transcend muncipal boundaries.

With the introduction of the regional section of Victorian Planning Provisions (VPPs) in 2017 came the opportunity to incorporate regional planning policy into planning schemes. Given regional issues can often crosses LGA boundaries, it makes sense for State Government to lead the preparation of regional policy content, in close consultation with each council. State Government confirmed this leading role as part of Plan Melbourne 2017 – 2030, by including an action for the State to prepare Regional Land Use Framework Plans, with a view to implementing them into planning schemes.

State Government sought to act on this by preparing draft versions and consulting on regional plans in 2021 with Council endorsing a submission to the draft *Western Metro Land Use Framework Plan* on 24 October 2021. There has been no further action on this project since that time.

Without implementation, the Brimbank Planning Scheme contains very limited regional level planning policy. Given the importance of regional issues, and to honour its previous commitment, the State Government should continue to prepare and implement regional land use plans across metropolitan Melbourne, in close consultation with LGAs.

Address human health and environmental risk management matters as a priority to support growth and development.

Brimbank's industrial past has left a legacy of potentially contaminated land and landfill gas in parts of the municipality which impacts the feasibility of redevelopment for commercial and residential purposes.

Existing industrial activity and infrastructure including gas and fuel pipelines also create barriers for development through buffers that can reduce certain land uses, densities or the design of development. Brimbank's proximity from Melbourne Airport and location beneath flight paths also means it is impacted by the Melbourne Airport Environs Overlay and Noise contours.

The role of Worksafe Victoria in advising of impact around Major Hazard Facilities remains unclear and Council continues to support the progress of clarifying policy and statutory planning matters to ensure clear roles and responsibilities for planning around facilities occur.

It is imperative that State Government and state agencies such as the Environment Protection Authority and Worksafe Victoria work proactively with councils to address and manage these issues on a regional basis to facilitate the development of land for housing and employment.

Protect high value ecosystems through an integrated local, state and commonwealth conservation approach.

Currently there is a disconnect between local and state planning decisions, relating to planning and conservation, and the Federal Government process where developments are being approved without consideration of whether the ecosystems are actually allowed to be removed in the first place. This creates uncertainty in outcomes and can lead to extra work.

Also important for planning, is providing clear processes that provide a logical sequence in determining the extent (if any) and responses required to develop in areas where these ecosystems exist.

The process to assess conservation values is long and uncertain. It also requires significant time and funding – adding to planning assessment timeframes both from a developer and government perspective and also presents as a development risk. Those areas with the highest value ecosystems are then unfairly burdened by these issues.

A new Plan for Victoria should reduce uncertainty and confirm a recognition and support for retention of high value ecosystems. This should include a role for State Government to take on some of these conservation assets, in line with the State's own policies. In addition, a new Plan for Victoria should seek to identify areas that have high ecosystem value worthy of protection and potential inclusion into the public land estate, such as Solomon Heights, North Sunshine.

RECOMMENDATIONS

1. Develop a program that addresses the legacy of landfills and industrial development in Melbourne's west to support future development. This should include the process for assessing and remediating contaminated sites to reduce the uncertainty of clean-up requirements to expedite the transition of land to allow for residential development

2. Commit to a regional approach to managing the risk of development around Major Hazard Facilities, including high pressure gas pipelines, and identify clear statutory referral requirements within planning schemes.
3. Empower regional delivery agencies such as Melbourne Water, Environment Protection Authority, and Worksafe Victoria to progress and implement strategic planning work in partnership with councils.
4. Acknowledge the impact of aircraft noise on communities beneath flight paths, including Brimbank, and the need for mitigation and or compensation in buildings that were constructed prior to the Melbourne Airport Environs Overlay being applied.
5. Commit investment to the Sunshine Energy Park to realise the former landfills as a regional open space and sporting facility creating opportunities for connection to country, sport, recreation, education, events, recycling, energy production, food, habitat and social interaction.
6. Progress the development of policy and strategy that reduces uncertainty and confirms and recognises retention of high value ecosystems. This should include a role for State Government to manage regional and state significant conservation assets, in line with its own policies.
7. Finalise guidelines for separation distances for sensitive uses to guide appropriate land use outcomes across Melbourne.
8. Support the development and public release of the western (and other) regional land-use framework plans. This should include a review of infrastructure funding opportunities and constraints to ensure that infrastructure required to support existing and future communities can be provided.
9. Identify Melbourne Water as the leading agency tasked with progressing a catchment focused approach to flood mapping in metropolitan areas and implementing on a regional basis.

Provide the services needed for growing communities

To cater for Victoria's growing population, there will be a need for new and upgrade infrastructure to service growing communities. An efficient and effective contributions system will support both State and local governments in meeting infrastructure needs within their budgets. To ensure Victoria's infrastructure contributions approach leads to the best possible outcomes for all stakeholders, it must be clear, simple, fair and return value to local communities.

Apply a fair and equitable approach through value capture arrangements.

Council supports the implementation of the Wind Fall Gains Tax on rezoning of land that brings a significant capital improvement to land.

Most often, the rezoning's that lead to a commercial/residential outcomes are likely to lead to an uplift in resident population which councils must respond to with increased services. As a concerted effort for a more compact metropolitan form continues under a new Plan for Victoria, it is envisaged that the value capture opportunities will only continue to increase as land is converted into commercial/residential form.

At present, the gains extracted are returned to the State government's consolidated revenue with there being no transparency about how money collected is spent to create a better urban environment from where it has been collected from.

Council would strongly encourage the State Government to consider a more equitable approach to the distribution of a portion of the gains with value capture being returned to the local areas to support the delivery of increased local services.

Deliver an effective contributions system to reduce burdeon on local governments

The current system of section 173 agreements, Infrastructure Contributions Plans (ICP), Developer Contributions Plans (DCP) is disconnected, patchy, complicated and administratively burdensome. In particular, the DCP system carries significant barriers and risks for councils. Issues include but not limited to are the:

- cost of developing a DCP;

- time it takes to develop and have a DCP ministerially approved;
- complexity of DCPs and the expertise required to manage them effectively; and
- financial risks of entering into a DCP (a DCP locks in councils to deliver projects, even if development does not proceed and council cannot collect the levies).

For many councils, agreements struck under section 173 of the *Planning and Environment Act 1987* are the only realistic cost effective option to collect contributions for infrastructure.

The development of a new system must be underpinned by principles of fairness, certainty, transparency, efficiency, simplicity and affordability. Ideally a two tiered approach that focuses on local infrastructure and state infrastructure is needed. A local system would fund basic and essential infrastructure needed to support or respond to development while a state system to fund major state or regional infrastructure to unlock potential.

A number of reviews, with the most recent being *Infrastructure Contributions Advisory Committee* (established in 2021) have promised much sought after reforms to the ICP and DCP system with none having materialised into meaningful change.

If Melbourne is to become a more compact city with established areas becoming more of a focus of residential densification achieving 20 minutes neighbourhoods, then a more effective, efficient contributions systems must form part of the toolkit of an emerging Plan for Victoria.

RECOMMENDATIONS

1. Develop an approach that shares the uplift in land value gained from rezoning via the Wind Fall Gains Tax to be applied within the local area.
2. Establish an infrastructure contributions system that differentiates between local and state elements that is efficient, fair, provides certainty and transparency and is simple and affordable to implement embedded into the *Planning and Environment Act 1987*.
3. If the DCP system is to remain, provide much need reforms to establish a simple to administer and execute model with the relevant guidance and instruments to support.

Delivering planning certainty

Maintain and build on existing metropolitan planning principles and outcomes found in Plan Melbourne.

Since the release of *Melbourne 2030* in 2002, there has been an element of consistent policy and strategy direction and implementation effort across metropolitan and regional development that is now beginning to deliver noticeable results. Development of a polycentric city, green wedge management, and urban growth boundary protection are a few matters that have been maintained but evolved over the last 20 years.

It is important that any new metropolitan and regional strategy builds on the strengths of past policy and strategic intent and adjusts where necessary to address emerging challenges and opportunities. This will provide the necessary certainty in land use planning to continue to foster stability, efficient resource allocation, promotion of responsible development, protection of the environment, and positive contribution to the overall well-being of communities.

Of particular focus are the principles which Plan Melbourne was founded on, which remain relevant and sound to this day. Any new plan should seek to build and enhance these principles to make them relevant for today and the planning period ahead.

Confirm commitment to the Urban Growth Boundary

Since its inception, there have been a range of changes to expand the Urban Growth Boundary (UGB) creating uncertainty and raising expectations for land holders. This speculation is counterproductive in achieving a more compact city which lies at the heart of its inclusion.

In Brimbank, commercially viable farming operations have become much more limited – further impacted by poor soils, poor land management practices, limited water allocation and urban pressures at the edges of green wedges. Melbourne Airport safeguarding also impacts how land can be used.

There is a need for a clear and consistent message to be conveyed regarding the future of the UGB and the State Government needs to put in legislative change and other supports to ensure the importance of all green wedges is recognised and that they are productively used.

Ensure that an implementation, monitoring and review program is established that includes local government.

Many iterations of metropolitan strategies have been well developed but have been let down by poor implementation commitment overtime. In Plan Melbourne Refresh, there were over 100 actions that appeared ambitious and difficult to achieve without significant effort and focus of attention.

In developing a new plan an integrated, long-term approach continues to be needed with a clear program to monitor and review progress that involves local government. In progressing any new plan, Council would encourage any actions to be focused and targeted in number to ensure they are meaningful and can be effectively delivered.

RECOMMENDATIONS

1. Review and bring forward past relevant Plan Melbourne and other planning policies and objectives and build on and refine where necessary.
2. Confirm the local and ongoing support for an Urban Growth Boundary to continue to encourage a compact city.
3. Financially support local government to undertake and implement green wedge management plans and implementation of revised planning provisions.
4. Develop an implementation plan that integrates and aligns State Government investment with the priorities and timelines identified in Plan for Victoria.
5. Ensure that all stakeholders responsible for delivery are appropriately consulted, funded and supported.
6. Establish an effective monitoring and review framework that is transparent and accountable overtime.

13.9	**Final Draft Brimbank City Council Innovate Reconciliation Action Plan 2024-2026**
Directorate	Community Wellbeing
Director	Lynley Dumble
Manager	Cheree Hunter
Attachment(s)	1. Final Draft Innovate Reconciliation Action Plan 2024-2026 [**13.9.1** - 38 pages] 2. Draft Reconciliation Action Plan 2024-2026 Community Consultation Outcomes Report and Officer Response [**13.9.2** - 24 pages] 3. Brimbank Aboriginal and Torres Strait Islander Reconciliation Action Plan Consultative Committee [**13.9.3** - 8 pages]

Purpose

For Council to consider the Final Draft Innovate Reconciliation Action Plan 2024–2026, at **Attachment 1,** the Draft Innovate Reconciliation Action Plan 2024-2026 Community Consultation Report at **Attachment 2** and the Brimbank Aboriginal and Torres Strait Islander Consultative Committee revised Terms of Reference at **Attachment 3**.

Officer Recommendation

That Council:

a. Adopts the Final Draft Innovative Reconciliation Action Plan 2024-2026 at Attachment 1 to this report.

b. Notes the Community Consultation Outcomes Report at Attachment 2 of this report.

c. Adopts the revised Terms of Reference for the Brimbank Aboriginal and Torres Strait Islander Consultative Committee, at Attachment 3.

Background

At the Council meeting 12 December 2023, Council endorsed the Draft Reconciliation Action Plan 2024-2026 for four weeks of community consultation commencing in February 2024 and noted the Brimbank Aboriginal and Torres Strait Islander Consultative Committee Terms of Reference would be reviewed and updated to ensure they align with the Innovate Reconciliation Action Plan 2024–2026.

Brimbank's Reconciliation Action Plan (RAP) is a strategic document that outlines priority actions and deliverables expected under the Reconciliation Australia RAP Framework and those unique to Brimbank's Aboriginal and Torres Strait Islander community and Elders and Brimbank Council. The RAP guides how Council will work with local Aboriginal and Torres Strait Islander communities and Traditional Custodians.

The development and implementation of the RAP is linked to the Brimbank Social Justice Charter and the Together We Are Brimbank Plan which incorporates the Brimbank Community Vision 2040, the Council Plan 2021-2025, the Municipal Public Health and Wellbeing Plan. These documents form the core of Council's approach to working with Aboriginal and Torres Strait Islander peoples into the future.

The Draft Innovate Reconciliation Action Plan 2024-2026 has been developed, reviewed, amended and endorsed by, Bunurong Land Council Aboriginal Corporation, Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation, Brimbank based Aboriginal and Torres Strait Islander community, Brimbank Aboriginal and Torres Strait Islander Consultative Committee.

The development of the Draft Innovate RAP 2024-2026 has been overseen by Council's internal Reconciliation Working Group who support, monitor and govern the implementation of the RAP. Membership of the Working Group includes two members who identify as Aboriginal and Torres Strait Islander people.

Matters for Consideration

The Country in which Brimbank is located is under the statutory care of its Traditional Custodians, the Bunurong Land Council Aboriginal Corporation to the south and Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation to the north of the municipality.

Aboriginal people have a deep and continuous connection to the land. It is a connection of more than 65,000 years. With thousands of years of history, Brimbank has a rich physical and cultural Aboriginal heritage.

Community Need
Brimbank's Reconciliation Action Plan confirms Council's commitment to deepening relationships with Traditional Custodians, Brimbank Aboriginal and Torres Strait Islander Consultative Committee and local Aboriginal and Torres Strait Islander people.

Analysis
The Innovate RAP focuses on developing and strengthening relationships with Aboriginal and Torres Strait Islander peoples, engaging staff and stakeholders in reconciliation, and developing and piloting innovative strategies to empower Aboriginal and Torres Strait Islander peoples.

This is the second Innovate RAP for Council. The Innovate RAP runs for two years and outlines actions for achieving Council's vision for reconciliation. Innovate RAP commitments will allow Council to gain a deeper understanding of our sphere of influence and establish the best approach to advance reconciliation.

The Brimbank Aboriginal and Torres Strait Islander Reconciliation Action Plan Consultative Committee provides Council with knowledge and advice on Aboriginal and Torres Strait Islander issues and needs, the ongoing implementation of Council's Reconciliation Action Plan (RAP) and Council's Strategic Direction.

The Brimbank Aboriginal and Torres Strait Islander Consultative Committee Terms of Reference have been reviewed and updated to ensure they align with the Innovate Reconciliation Action Plan 2024–2026.

Implementation
The Innovate RAP will be implemented between 2024 and 2026.

Community Engagement

From 1 – 29 February 2024, Brimbank City Council sort community feedback on its draft Innovate Reconciliation Action Plan (RAP).

Community engagement activity included conversation with Traditional Custodians and members of the Brimbank Aboriginal and Torres Strait Islander Consultative Committee (BATSICC); a community yarn for Aboriginal and Torres Strait Islanders facilitated by an

Aboriginal consultant and a survey on Council's online engagement platform. In addition, the Draft RAP, was provided to Reconciliation Australia for comment and in-principal approval.

The consultation opportunity was promoted via Council's communication channels, digital screens at libraries and community centres, e-flier distribution to over 19 community e- newsletter lists managed by staff, stakeholders such as Victoria University and western service agencies such as Victorian Aboriginal Childcare Agency (VACCA). Refer to **Attachment 2** for a response to community feedback.

Overall, there is strong support in the community for Councils reconciliation effort. While participation numbers for the workshop and online consultation were low with a total of 34 community participants the feedback received has been useful.

Traditional Custodians, Wurundjeri and Bunurong, BATSICC and Reconciliation Australia have congratulated Council on their ambition and have noted the inclusion of several deliverables that are unique to Brimbank.

The online survey hosted on Your Say, Brimbank received 27 submissions. A vast majority of participants (80% or 35/44 comments) understand reconciliation to be an opportunity to unite, acknowledge our past, demonstrate respect and bring about meaningful change for Aboriginal and Torres Strait Islanders. Most participants (59% or 16/27) agree or strongly agree with the actions and deliverables for 'Relationships', 'Respect' and 'Opportunities' and 'Governance' (65% or 17/26).

Members of the Reconciliation Working Group, an internal group comprised of over 17 Managers from across Council, have been instrumental in the development and review of the RAP. Managers have developed an implementation plan to ensure adequate resources and timelines.

Resource And Risk Implications

Resource requirements can be met within the Annual Budget 2024/2025 and 2025/2026.

Community: potential impact on community, including public trust and customer service impact
• Yes - Failure to endorse the Innovate RAP 2024-2026 for consultation will impact relationships with Traditional Custodians and Brimbank Aboriginal and Torres Strait Islander Consultative Committee and be at odds with Councils commitment to Reconciliation.

There are no Environmental, Financial, Regulatory and Safety implications.

Legislation/Council Plan/Policy Context

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

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

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.

This report complies with the Brimbank City Council Community Engagement Policy 2021 and the Brimbank City Council Social Justice Charter 2018.

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

FINAL DRAFT
Innovate Reconciliation Action Plan
July 2024 – June 2026



Attachment 13.9.1

Front cover artwork

Meeting Place, by Aunty Marjorie Jean Mason

Artists' description of the artwork

The centre circle is where the boss lady (Martha) sits.
The black lines are the pathways in and out of the circle.
The six circles are the advisory councillors and the half circles with the white dot are the tribe members sitting.
There are four females and two males in the advisory councillors.
The colours represent the four seasons and are the ochre colours.

About the artist

Aunty Jean Mason is an Aboriginal Elder and Member of the Brimbank Aboriginal and Torres Strait Islander Consultative Committee. She is a proud Bakandji woman from New South Wales. Aunty Jean grew up in Wilcannia on a mission and thanks to her mum she grew up with her culture and her language. Her mum took her and her eight siblings out to the bush and taught them about medicinal plants, what to eat and what to look for. Aunty Jean has lived in the Brimbank area for 30 years, and became involved with the community through her professional background working in community services. She is passionate about education and improving opportunities for the Aboriginal and Torres Strait Islander community to strengthen connections to culture and community. In 2024, Brimbank Council announced Aunty Jean as the Brimbank Citizen of the Year.

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Glossary

Item	Meaning
Traditional Custodians	Aboriginal people or nations who have the responsibilities in caring for their Country. Brimbank Traditional Custodians include: - Wurundjeri Woi-Wurrung Cultural Heritage Aboriginal Corporation - Bunurong Land Council Aboriginal Corporation
First Nations people	This term is interchangeably used throughout this document to refer to Aboriginal and Torres Strait Islander people
BCC	Brimbank City Council
WRLGRN	Western Regional Local Government Reconciliation Network
DHHS	Victorian Department of Health and Human Services. NOTE in 2021, this department was separated into two separate departments: - The Department of Health (DH) - Department of Families, Fairness and Housing (DFFH)
NAIDOC Week	National Aborigines and Islander Day Observance Committee Week
MOU	Memorandum of Understanding
BCCC	Brimbank Community and Civic Centre
RWG	Reconciliation Working Group (internal)

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Acknowledgement

Brimbank City Council respectfully acknowledges and recognises the Wurundjeri and Bunurong people as the Traditional Custodians of the land and waterways on which the municipality sits and pays respect to their Elders past, present and future. For the Traditional Custodians the lands and waterways in the City of Brimbank have always been a significant trading and meeting place.

Council acknowledges and thanks Brimbank Aboriginal and Torres Strait Islander Elders and residents for their ongoing contribution to the diverse culture of our community and their contribution to the development of the Reconciliation Action Plan (RAP).

Brimbank City Council acknowledges that Aboriginal and Torres Strait Islander self-determination is a human right enshrined in the United Nations Declaration on the Rights of Indigenous People, and we are committed to working towards social, economic, and cultural equity for Brimbank Aboriginal and Torres Strait Islander people.

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1. Our Reconciliation Vision

Brimbank acknowledges our history and embraces our future with our support for reconciliation.

We are a diverse municipality, and the rich history and culture of our Traditional Custodians is woven throughout Brimbank.

Our vision for reconciliation is a municipality that embraces unity between Aboriginal and Torres Strait Islander people and other Australians.

In the context of our organisation, this represents:

- relationships with Traditional Custodians that are built on trust and respect
- historical acceptance of our shared history and removal of negative race relations
- reflection, celebration and promotion of Aboriginal and Torres Strait Islander culture, history, stories and connection to country in our work and places and spaces we manage
- staff with cultural understanding and competency
- equal opportunity, access and participation in Council services, programs and activities for Aboriginal and Torres Strait Islander people
- an inclusive and diverse workplace that is not just culturally safe, but culturally rich and proud
- flexible ways of working that acknowledge the needs and aspirations of Aboriginal and Torres Strait Islander people.

We acknowledge we are on a journey of learning, and we continue to work actively in partnership with the Traditional Custodians of the land on which we live and work.

Brimbank has the chance to be a voice for generations, taking responsibility by advocating and creating a better future for Aboriginal and Torres Strait Islander people and our community.

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2. Mayor's message

I am proud to introduce Brimbank City Council's second Innovate Reconciliation Action Plan 2024 - 2026 (RAP), which supports and reaffirms our vision for reconciliation, and embraces unity and respect between Aboriginal and Torres Strait Islander people and the wider Australian community.

The RAP was developed in consultation with the Brimbank's Traditional Custodians, the Wurundjeri Woi-Wurrung Cultural Heritage Aboriginal Corporation and Bunurong Land Council Aboriginal Corporation, the Brimbank Aboriginal and Torres Strait Islander Consultative Committee, local Aboriginal and Torres Strait Islander people, Council staff, and the wider Brimbank community.

We began our reconciliation journey over 16 years ago and built a foundation for reconciliation through:

- Extending an apology to the Stolen Generations in February 2008
- Signing the Reconciliation Statement of Commitment with the Wurundjeri Tribe Land and Compensation Cultural Heritage Council in May 2012
- Establishing a Brimbank Aboriginal and Torres Strait Islander Consultative Committee to guide Council in the development and implementation of the RAP in 2014
- Adopting our Aboriginal Cultural Heritage Strategy in 2018
- Adopting three Reconciliation Action Plans in 2013, 2019 and now in 2024
- Supporting the local Aboriginal and Torres Strait Islander community to establish Cooinda, a local Brimbank based Aboriginal Centre in 2023
- Establishing and maintaining relationships with the Traditional Custodians, Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation and Bunurong Land Council Aboriginal Corporation.

We remain committed to ensuring the history, culture and achievements of Aboriginal and Torres Strait Islander people are celebrated throughout our city.

We acknowledge we are on a journey of listening and learning, and we continue to work actively in partnership with the Traditional Custodians of our land, as well as Aboriginal and Torres Strait Islander people who make Brimbank their home.

The RAP is aspirational, and paves the way for greater respect, inclusion and equity for Aboriginal and Torres Strait Islander people in our community. Our vision is to create opportunities, and ensure accessible services for the local Aboriginal and Torres Strait Islander community.

On behalf of Council, I would like to thank everyone who has contributed to the development of our Reconciliation Action Plan.

Cr Ranka Rasic

Mayor, Brimbank City Council

3. Message from the CEO

At Brimbank City Council, we recognise the profound importance of acknowledging our shared history with the Traditional Custodians of Brimbank, the Wurundjeri Woi-Wurrung Cultural Heritage Aboriginal Corporation and Bunurong Land Council Aboriginal Corporation, and embracing a future built on unity and partnership. This Reconciliation Action Plan (RAP) stands as a testament to our ongoing dedication to these ideals.

This is our second RAP at the Innovate level as we have some unfinished business. In the following pages, we invite you to join us on a journey that embodies our commitment to reconciliation, respect, and understanding.

Developed in close collaboration with Traditional Custodians, the Brimbank Aboriginal and Torres Strait Islander Consultative Committee, staff, and the broader Brimbank community, our RAP reflects our collective aspirations.

As part of our reconciliation journey, Council supported a First Nations Voice to Parliament as part of the 2023 Referendum. We remain committed to inclusive decision making, truth telling about Australia's history, self-determination and treaty for Aboriginal and Torres Strait Islander people.

Brimbank is a place of diverse cultures, languages, and histories, and within this tapestry, we find strength. This RAP is a declaration of our intention to continually strengthen our relationships, deepen our respect, and create opportunities that benefit all members of our community.

This publication is more than just words on paper; it's a representation of our shared journey toward a more inclusive and understanding future. As we turn these pages, let's be reminded that reconciliation is a continuous process, one that requires ongoing commitment and collaboration.

Thank you for joining us on this path of progress, compassion, and unity.

Fiona Blair

CEO, Brimbank City Council

Walking Together. Acknowledging our History. Embracing our Future.

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4. Our rich Aboriginal heritage

Aboriginal people have a deep and continuous connection to the land now called Victoria.

It is a connection of more than 65,000 years. With thousands of years of history, Brimbank has a rich physical and cultural Aboriginal heritage.

The Country in which Brimbank is located is under the statutory care of its Traditional Custodians, the Bunurong Land Council Aboriginal Corporation to the south and Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation to the north of the municipality.

For the Traditional Custodians, the lands in the City of Brimbank have always been a significant trading and meeting place.

More than 200 years ago, European settlement in Brimbank impacted Aboriginal people by decimating land and communities and displacing families.

The way Aboriginal people lived before European settlement is very different to the way they lived after colonisation. Aboriginal groups chose campsites close to rivers and creeks, traditionally used as travelling routes and sources of food.

The land provided all they needed – food, water, medicine, shelter, and they treated it with the respect of such a provider.

The rich history and continuous culture of our Traditional Custodians is woven throughout Brimbank, in its people, in significant sites and in murals recognising this history. Brimbank has about 440 registered sites of significance. Artefacts found are more than 30,000 years old. Some of these sites are in Brimbank Park, Sydenham Park and Organ Pipes National Park.

Connection to this land is and always will be important.

The City of Brimbank is the third largest municipality in Melbourne and is home to a wonderfully diverse community. Aboriginal and Torres Strait Islander people from all parts of Australia make Brimbank their home.

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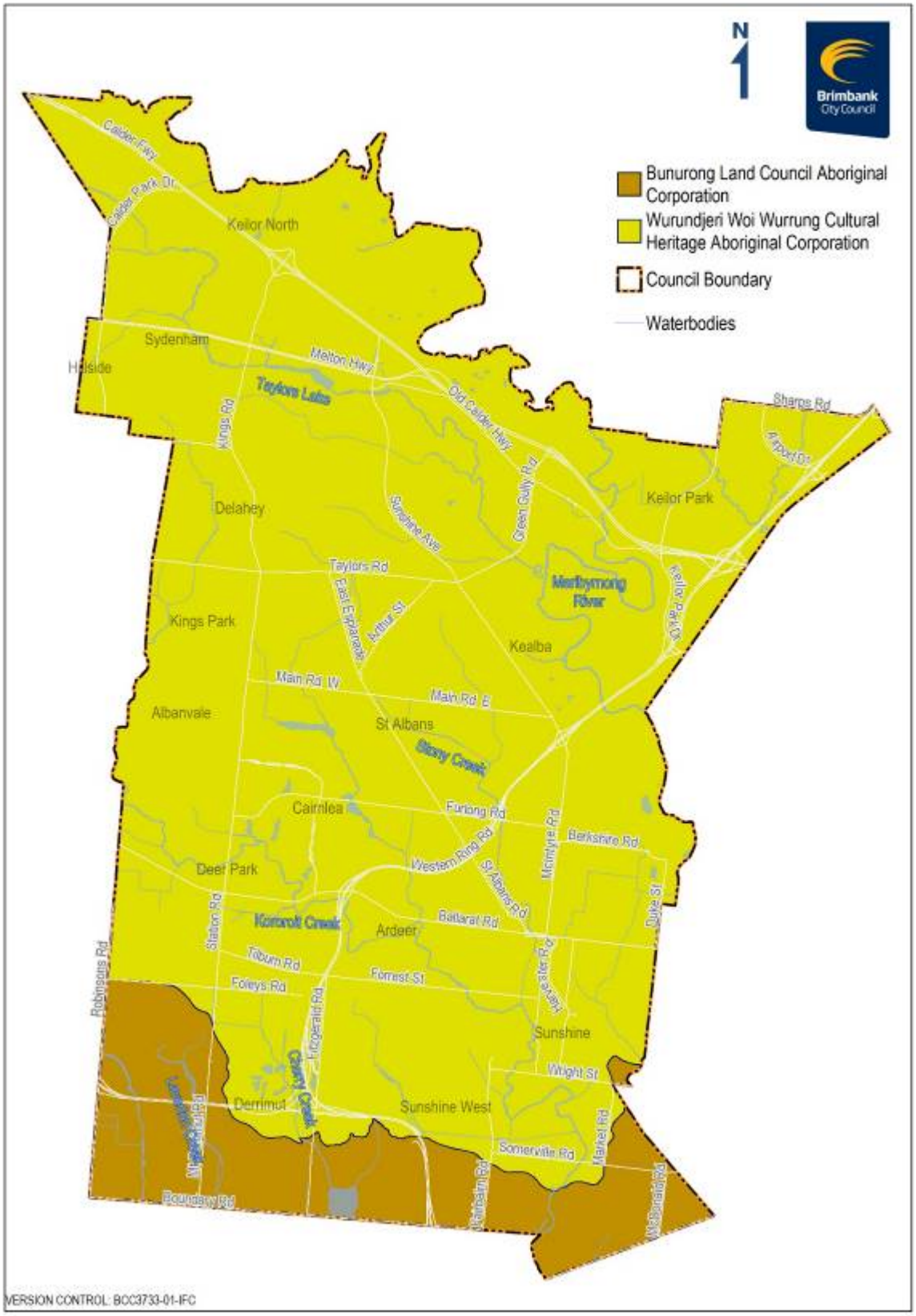
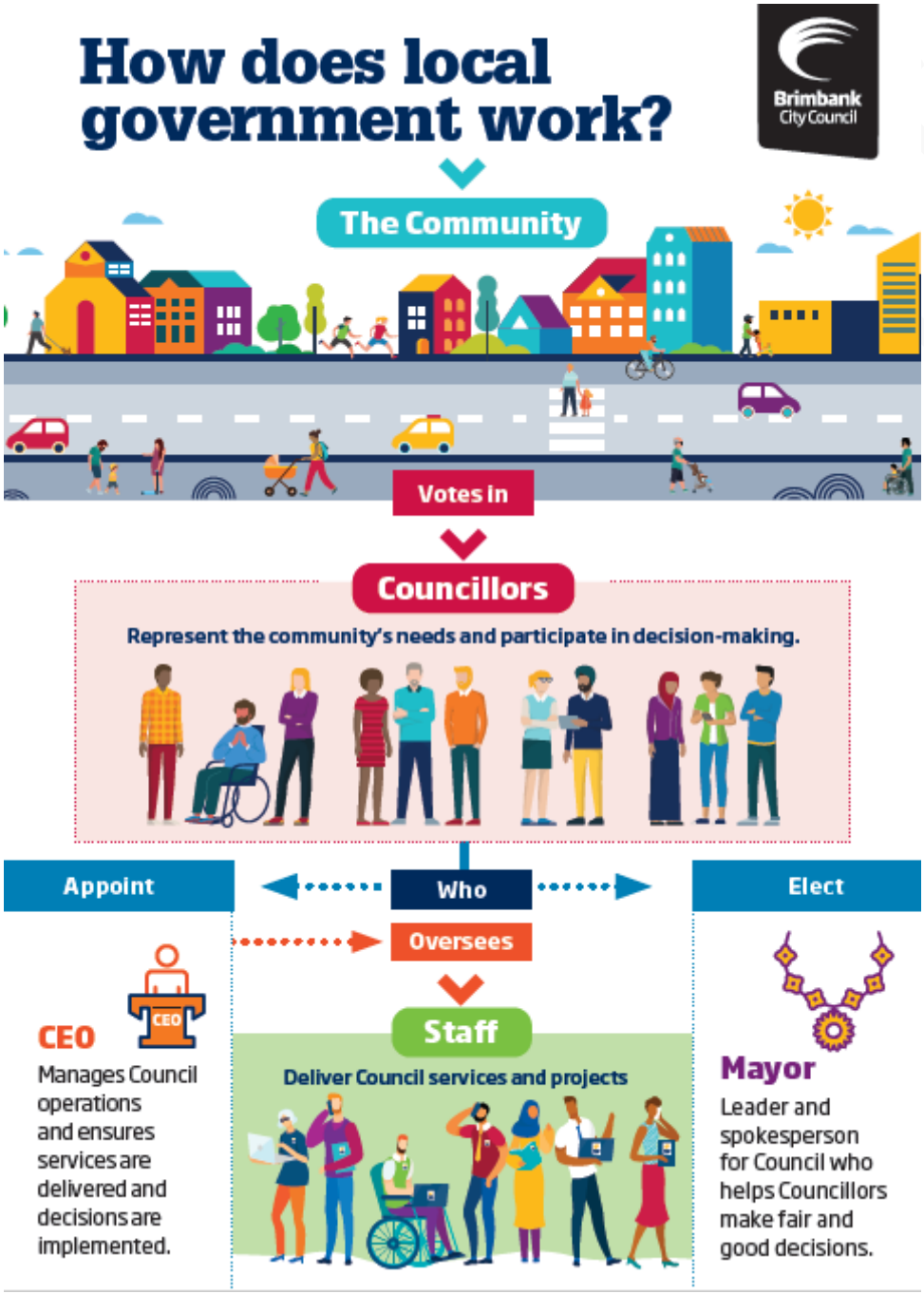


Map: Traditional Custodians boundaries in Brimbank

5. Our Business

5.1 How local government works

The elected Council is the decision-making body that sets the strategic direction for the municipality, including our Community Vision, Council Plan and our Municipal Public Health and Wellbeing Plan – all of which are articulated in Council's Together We are Brimbank Plan. Council employs over 1,400 full-time, part-time and casual staff of which less than one percent identify as Aboriginal or Torres Strait Islander.



5.2 Services that help the community

Brimbank City Council is responsible for managing, planning and delivering the following services to residents, businesses and visitors.



Council also plays an important statutory role in preparing policy guidance and making land use decisions in Brimbank that accord with the *Native Title Act 1993 (Cth), Traditional Owner Settlement Act 2010 (Vic), Aboriginal Heritage Act 2006 (Vic) and the Charter of Human Rights and Responsibilities Act 2006 (Vic)* that provide for the protection and management of Aboriginal cultural heritage.

Council is also supported by the work of the Victorian Government, specifically through the *Victorian Aboriginal and Local Government Strategy 2021-2026*, and works collaboratively with other Councils.

6. Brimbank Community Profile

Snapshot of Brimbank's Community

Brimbank's Estimated Resident Population

193,146 - as at 30 June 2022.

Aboriginal and Torres Strait Islander Population

	Number	% of total population	Change 2016 - 2021 (persons)
Aboriginal and Torres Strait Islander population	855	0.4	▲ 39

Country of Birth

Percentage of Residents in Brimbank born Overseas

48.2% of people in Brimbank were born overseas

compared with **35.7%** in Greater Melbourne

Top Ten Overseas Countries of Birth

	Number	% of total population	Change 2016 - 2021 (persons)
Vietnam	25,391	13.0	▲ 3,686
India	8,209	4.2	▼ 1,075
Philippines	5,759	3.0	▲ 13
Malta	4,086	2.1	▼ 438
North Macedonia	3,033	1.6	▼ 42
Italy	2,819	1.4	▼ 372
New Zealand	2,601	1.3	▼ 672
China	2,202	1.1	▼ 193
Croatia	2,035	1.0	▼ 250
Greece	2,031	1.0	▼ 191

Other countries of birth that have increased since 2016: Iraq (+781 people), Nepal (+498 people) and Burma (Myanmar) (+405 people).

Religion

71.7% of residents identify with a faith or religion

compared with **57%** in Greater Melbourne

Language

Top Ten Languages Spoken (excluding English)

	Number	% of total population	Change 2016 - 2021 (persons)
Vietnamese	36,020	18.5	▲ 4,567
Filipino/Tagalog	4,939	2.5	▼ 377
Greek	4,613	2.4	▼ 675
Punjabi	4,370	2.2	▼ 1,264
Arabic	4,285	2.2	▼ 1
Macedonian	4,237	2.2	▼ 396
Maltese	4,061	2.1	▼ 995
Cantonese	4,025	2.1	▼ 145
Italian	3,868	2.0	▼ 1,038
Croatian	2,868	1.5	▼ 573

Newer languages that are increasing in number include: Telugu, Assyrian/Aramaic, Nepali and Urdu.

Labour Force

53.3% of Brimbank residents in the labour force were employed full-time

compared with **56.9%** in Greater Melbourne

Disadvantage

The Index of Relative Socio-economic Disadvantage (IRSD) score for Brimbank in 2021, was **912.5**

compared with a score of **1,018.0** for Greater Melbourne.

The suburbs in Brimbank with the highest levels of socio-economic disadvantage were:

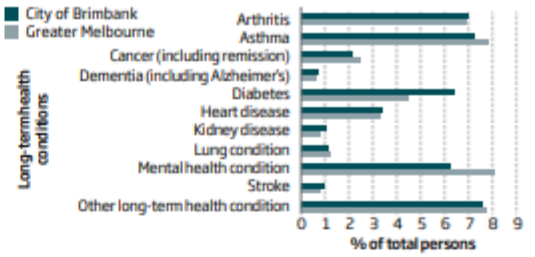
Suburb	IRSD Score
Kings Park	815.8
St Albans South	821.2
St Albans North	825.3
Albanvale	842.7
Sunshine North	864.8
Sunshine West	884.4

Note: A lower IRSD score means a higher level of disadvantage

Long-term Health Conditions

28.3% of residents in Brimbank reported having at least one long-term health condition

compared with **29.5%** in Greater Melbourne

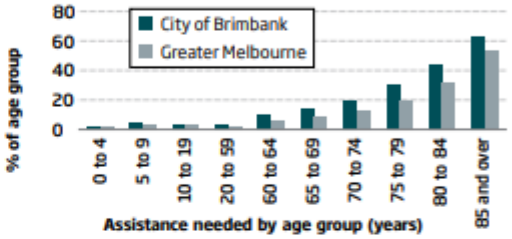


Number of Residents Needing Assistance with Core [day-to-day] Activities

7.7% of residents in Brimbank reported needing assistance with core activities

compared with **5.5%** in Greater Melbourne

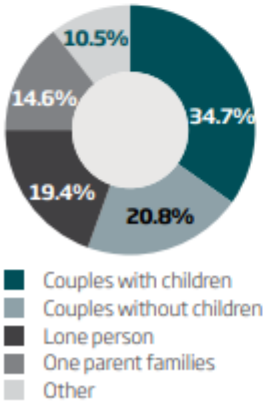
Need for Assistance with Core Activities by Age Group



Household Type

34.7% of households in Brimbank comprised Couples with Children

compared to **33.1%** in Greater Melbourne



Housing Stress Type

18.9% of households in Brimbank with a mortgage were experiencing mortgage stress

compared with **16.8%** in Greater Melbourne

33.3% of households in Brimbank paying rent were experiencing rental stress

compared with **30.9%** in Greater Melbourne

Suburbs with Highest Levels of Mortgage Stress	% of Households in Suburb
Kings Park	24.5
Sunshine North	24.1
St Albans South	23.7
St Albans North	23.4
Albanvale	22.6

Suburbs with Highest Levels of Rental Stress	% of Households in Suburb
Delahey	41.3
Kings Park	36.3
St Albans North	36.3
Albanvale	35.2
St Albans South	34.8

Brimbank Community Profile 2023 04

Aboriginal and Torres Strait Islander residents

The estimated resident population of Brimbank in 2022, was 193,146.

Information from the 2021 census shows the Aboriginal and Torres Strait Islander population was 853. Of this population, 783 were Aboriginal people, 57 were Torres Strait Islander people and 13 had both heritages.

The population accounts for 0.4 per cent of the total Brimbank population compared with the Victorian Aboriginal and Torres Strait Islander population that make up 0.7 per cent of the total.

The population has grown steadily from 490 people in 2001; at around 3.5 per cent per year.

The Brimbank Aboriginal and Torres Strait Islander population shares similar characteristics to the wider Aboriginal and Torres Strait Islander Victorian population in that it is younger (over half being aged under 24 years), has higher rates of unemployment and lower labour force participation, more likely to be living in one-parent families, and have lower rates of home ownership.

These inequalities can be attributed to historic discrimination and the ongoing impact of colonisation.

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7. Our Reconciliation journey – key outcomes

2008	- Adoption of the full motion of the Federal Governments formal apology to Aboriginal and Torres Strait Islander people, including the Stolen Generations
2012	- Adoption of a Reconciliation Statement of Commitment and the Federal Government's apology to the Stolen Generations
2013	- Formation of the Brimbank Heritage Advisory Committee - Adoption of Reflect Reconciliation Action Plan 2013 -2017
2014	- Cultural Awareness Training for Council staff - Establishment and support of the Brimbank Aboriginal and Torres Strait Islander Community Consultative Group - Delivery of forums on Constitutional Recognition of Aboriginal and Torres Strait Islander people - Development of the Koorie Service Providers Resource Booklet - Support of Friends of Brimbank Groups to preserve and sustain Indigenous flora and fauna; Wayapa Wuurrk Aboriginal Wellness Foundation Programs at the Albion Eco-Living Centre; CoHealth's "Wellness Dreaming Messengers" - Support of the Western Region Local Government Reconciliation Network (WRLGRN) and Aboriginal and Torres Strait Islander led initiatives during NAIDOC Week - Increase of Aboriginal and Torres Strait Islander resources across libraries and Neighbourhood Houses.
2015	- Ongoing support of Brimbank Aboriginal and Torres Strait Islander Consultative Committee, WRLGRN, DHHS Brimbank Melton Aboriginal Advisory Committee, Koolin Balit Wellbeing Partnership Network and Aboriginal and Torres Strait Islander led initiatives during National Reconciliation Week and NAIDOC Week - Acknowledgement of Aboriginal and Torres Strait Islander culture and history via flags permanently flown at the Brimbank Community Civic Centre and plaques recognising Traditional Custodians installed on all Council new and refurbished buildings
2016	- Memorandum of Understanding (MOU) signed with Wurundjeri Tribe Land Compensation Heritage Council currently known as Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation - 'A Journey on Marin Balluk' Cultural Awareness Training for Brimbank staff - Completion of the Brimbank Aboriginal Employment Framework - Wurundjeri artist engaged to design bronze acknowledgement plaque for the new Brimbank Community and Civic Centre (BCCC) - Delivery of the Mullagh Wills Reconciliation Sport Project - Ongoing support of Brimbank Aboriginal and Torres Strait Islander Consultative Committee, WRLGRN and Aboriginal and Torres Strait Islander led initiatives during National Reconciliation Week and NAIDOC Week - Ongoing acknowledgement of Aboriginal and Torres Strait Islander culture and history via flags, plaques, resources in libraries and neighbourhood houses etc.
2018	- Council adopts the Brimbank Aboriginal Cultural Heritage Strategy 2018-2023

	- Ongoing support of Brimbank Aboriginal and Torres Strait Islander Consultative Committee, WRLGRN and Aboriginal and Torres Strait Islander led initiatives during National Reconciliation Week and NAIDOC Week - Ongoing acknowledgement of Aboriginal and Torres Strait Islander culture and history via flags, plaques, resources in libraries and neighbourhood houses etc.
2019	- Council adopts Innovate Reconciliation Action Plan 2019 – 2021 - Ongoing support of Brimbank Aboriginal and Torres Strait Islander Consultative Committee, WRLGRN and Aboriginal and Torres Strait Islander led initiatives during National Reconciliation Week and NAIDOC Week - Ongoing acknowledgement of Aboriginal and Torres Strait Islander culture and history via flags, plaques, resources in libraries and neighbourhood houses etc.
2021	- Development of the Brimbank Cultural Heritage Guidelines 2021 and Brimbank Cultural Heritage Management Plan Checklist 2021 - Ongoing support of Brimbank Aboriginal and Torres Strait Islander Consultative Committee, WRLGRN and Aboriginal and Torres Strait Islander led initiatives during National Reconciliation Week and NAIDOC Week - Ongoing acknowledgement of Aboriginal and Torres Strait Islander culture and history via flags, plaques, resources in libraries and neighbourhood houses etc.
2022	- Council resolves to raise awareness of what January 26 means to Aboriginal and Torres Strait Islander people - During Jan 26 citizenship ceremony, a one minute silence is observed; an Elder's message on the meaning of the day for Aboriginal and Torres Strait Islander people is played; Aboriginal and Torres Strait Islander flags and pins are distributed - Artwork by Wurundjeri man, Thomas (Tom) Day, installed in Council Chambers. - Council conducts a Staff Aboriginal Cultural Awareness Survey - Council in partnership with Brimbank Aboriginal and Torres Strait Islander Consultative Committee conducts an Aboriginal feasibility study to establish the viability of setting up an Aboriginal community centre in Brimbank - Council supports a five year pilot study for the Cooinda Aboriginal and Torres Strait Islander Community Centre - Ongoing support of Brimbank Aboriginal and Torres Strait Islander Consultative Committee, WRLGRN and Aboriginal and Torres Strait Islander led initiatives during National Reconciliation Week and NAIDOC Week i.e. Ask Aunty/Uncle Q&A for staff - Ongoing acknowledgement of Aboriginal and Torres Strait Islander culture and history via flags, plaques, resources in libraries and neighbourhood houses etc.
2023	- Council acknowledges its support of the Uluru Statement of the Heart through the Mayors for the Voice to Parliament Public Statement - Council secures State Government's Neighbourhood House funding as an auspice of Cooinda Community Group to support with the establishment of Cooinda Community Centre for the next two years - Delivery of Aboriginal Cultural Awareness Training for Council staff - Renewal of Council's internal Reconciliation Working Group (RWG) - Ongoing support of Brimbank Aboriginal and Torres Strait Islander Consultative

	Committee, WRLGRN, Cooinda Aboriginal and Torres Strait Islander Community Centre and Aboriginal and Torres Strait Islander led initiatives during National Reconciliation Week and NAIDOC Week i.e. Ask Aunty/Uncle Q&A for staff - Ongoing acknowledgement of Aboriginal and Torres Strait Islander culture and history via flags, plaques, resources in libraries and Neighbourhood Houses etc.

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8. The Innovate Reconciliation Action Plan 2024 – 2026

Brimbank's Reconciliation Action Plan (RAP) is a strategic document that outlines priority actions and deliverables expected under the Reconciliation Australia RAP Framework and actions and deliverables unique to Brimbank's Aboriginal and Torres Strait Islander community and Council.

The RAP guides how Council will work with local Aboriginal and Torres Strait Islander communities and organisations, and Traditional Custodians, Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation and Bunurong Land Council Aboriginal Corporation.

Council is committed to furthering actions and supporting reconciliation as a part of its core business and strategic aims. Building long-term relationships based on mutual respect and trust is achieved through ongoing dialogue and meaningful action.

The development and implementation of the RAP is linked to the Together We Are Brimbank Plan which incorporates the Brimbank Community Vision 2040, the Council Plan 2021-2025, our Municipal Public Health and Wellbeing Plan and the Brimbank Social Justice Charter. Combined, these documents form the core of Council's approach to working with Aboriginal and Torres Strait Islander people into the future.

Council adopted its first Reconciliation Action Plan 2013 - 2017 in 2013 which scoped our capacity for advancing reconciliation. In 2016, we had progressed to the Innovate level and the Reconciliation Action Plan 2016 -2019 outlined our vision for reconciliation and the actions we undertook to achieve it. Unfortunately COVID, and its' impact on our community and operations, meant that our Reconciliation journey stalled. The Reconciliation Action Plan 2024 - 2026 will therefore remain at the Innovate level to ensure we can complete unfinished business.

To ensure we maintain momentum with our RAP actions, we have renewed and revived our internal Reconciliation Working Group to include Senior Managers from across the organisation, Aboriginal and Torres Strait Islander staff, representation from the Brimbank Aboriginal and Torres Strait Islander Consultative Committee and other staff members who are interested and invested.

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9. Oversight and governance of the RAP

Brimbank City Council's RAP is governed by a designated identified position, First Nations Lead within the First Nations unit and RAP Champion who is now the Chief Executive Officer (CEO) that guides Council on its reconciliation journey – embedding reconciliation as everyone's business.

The First Nations unit provides policy and secretarial and support required, and offer an internal Reconciliation Working Group (RWG) and all staff with cultural guidance, advice and leadership to support the successful implementation of the RAP. This leadership includes:

- Working across the organisation and community to develop, deliver and manage the Brimbank City Council Reconciliation Action Plan
- Coordinating relationships with Traditional Custodians including, but not limited to, organisational touchpoints
- Developing and maintaining a productive dialogue with the Brimbank Aboriginal and Torres Strait Islander Consultative Committee
- Establishing and implementing agreed ways of working for staff when engaging with Traditional Custodians
- Coaching the organisation to review and update strategies, policies, procedures and protocols of relevance to Aboriginal and Torres Strait Islander people, as required
- Overseeing coordination of dates of significance events and activities supported by Council in association with local Aboriginal and Torres Strait Islander people
- Setting and delivering an organisational-wide narrative regarding Council's commitment to reconciliation.

Additionally, an internal Reconciliation Working Group further supports the monitoring and implementation of committed RAP actions across the organisation – collectively, this group champions a shared vision and ownership of reconciliation actions across the organisation and municipality, and work together to get the best outcomes and overcome any challenges.

Council also benefit greatly by the contribution of the Brimbank Aboriginal and Torres Strait Islander Consultative Committee. The Committee consists of community members that provide Council with knowledge and advice on Aboriginal and Torres Strait Islander issues and needs, and with the development and implementation of the Reconciliation Action Plan.

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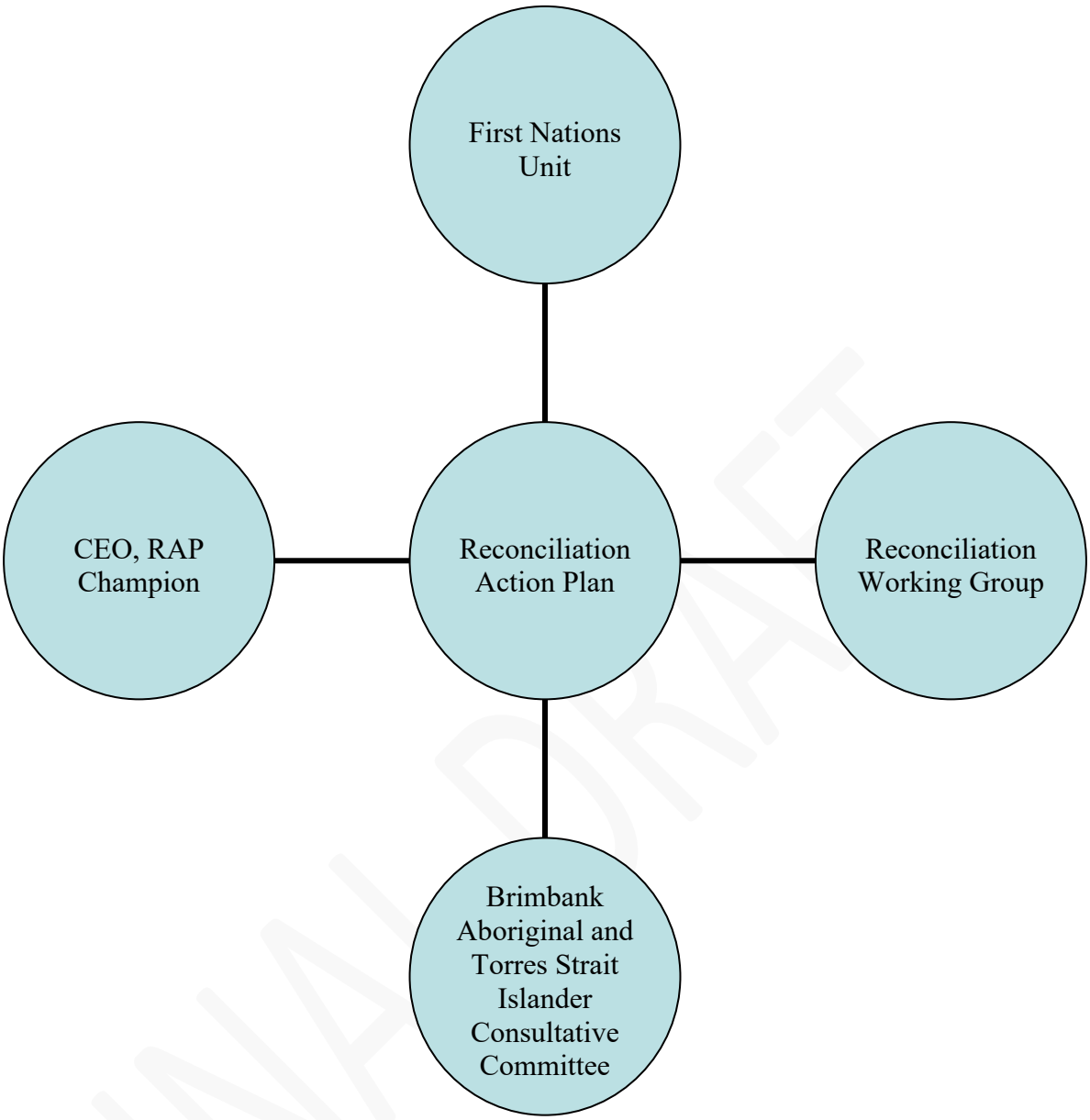

9.1 About the Brimbank City Council Reconciliation Working Group

Council's RWG is made up of Executive and Senior Officers across Council, as well as Aboriginal and Torres Strait Islander employees who have a role in implementing the RAP. Other Council Officers who have an interest or are supporting the delivery of committed actions across the organisation may also occasionally be invited to attend.

Members include:

- RAP Champion (Chair) – CEO
- Director People, Partnerships and Performance
- Director, Community Wellbeing
- Director, Infrastructure and City Services
- Director, City Futures
- Director, Corporate Services
- First Nations Lead

- Reconciliation Officer
- Cooinda Coordinator
- Manager, Community Strengthening and Social Planning
- Manager, Communications and Community Engagement
- Manager, Community Learning and Participation
- Manager, Community Care
- Group Manager, Operations
- Manager, City Development Services
- Manager, City Strategy
- Manager, Climate Emergency and Environment
- Manager, Customer Experience and Service Innovation
- Manager, Governance and Risk
- Manager, Parks and Public Realms
- Manager, People, Culture and Wellbeing
- Manager, Engineering and Infrastructure Services
- Head of Enterprise Project Management Office
- Other Aboriginal and Torres Strait Islander staff representatives (as interested or required)

9.2 About the Brimbank Aboriginal and Torres Strait Islander Consultative Committee

Brimbank Aboriginal and Torres Strait Islander Consultative Committee provides advice on Aboriginal and Torres Strait Islander matters and implementation of Council's current and future Reconciliation Action Plans (RAPs). The objectives of the Committee are to:

- Share insights about the needs and opportunities of Aboriginal and Torres Strait Islander communities in Brimbank to help inform priorities for discussion.
- Provide advice about the implementation of Council's RAP deliverables and Council's strategic direction to advancing reconciliation, self-determination and cultural safety in Brimbank.
- Contribute to and oversee the development, implementation and reporting phases of Council's RAP.
- Provide feedback and advice to Council on its policies, strategies, plans, services, projects, events that impact Aboriginal and Torres Strait Islander communities.
- Provide feedback and advice to Council about how to promote the benefits of the diverse Aboriginal communities, strengthen cultural competence, and enhance understanding about the barriers to equality facing Aboriginal and Torres Strait Islander communities.
- Provide advice to Council in relation to its communication, engagement and consultation with Aboriginal and Torres Strait Islander communities.
- Advocate on behalf of Aboriginal and Torres Strait Islander communities, providing advice on matters to inform advocacy to other levels of government.
- Provide feedback or advice on funding, collaboration or partnership opportunities.

The Brimbank Aboriginal and Torres Strait Islander Consultative Committee is co-chaired by a Councillor and an Aboriginal and or Torres Strait Islander Committee member, has a majority of Aboriginal members and is attended by senior members of the Councils executive staff. Membership of the Committee will comprise of nine (9) members.

10. Community consultation for the Innovate Reconciliation Action Plan 2024 – 2026

Consultation on the development and management of Innovate Reconciliation Action Plan 2024 – 2026 was conducted in three phases.

- Phase One – RAP development (December 2022 – November 2023)
    - Consultations with Traditional Custodians, Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation and Bunurong Land Council Aboriginal Corporation
    - Consultation with the Brimbank Aboriginal and Torres Strait Islander Consultative Committee
    - Internal consultations with all Council areas delivering on the RAP and the Reconciliation Working Group (RWG)

- Phase Two – Community Consultation (February – April 2024)
    - A community meeting with local Aboriginal and Torres Strait Islander community members, facilitated by an Aboriginal consultant
    - Meetings with Aboriginal and Torres Strait Islander stakeholder groups, local organisations, networks and service providers
    - Consultation with other local governments in Melbourne's west including the municipalities of Brimbank, Hobsons Bay, Maribyrnong, Melton, Moonee Valley and Wyndham
    - Wide community engagement on the Draft RAP including consultation and public exhibition on Council's online Have Your Say community engagement portal

- Phase Three – Reconciliation Action Plan completion June 2024
    - Review of community consultation outcomes by the Reconciliation Working Group (RWG)
    - Endorsement of the final draft of the RAP by the
        - RWG
        - Traditional Custodians
        - Brimbank Aboriginal and Torres Strait Islander Consultative Committee
        - Reconciliation Australia
    - Council endorsement

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11. Innovate Reconciliation Action Plan Themes

11.1 Relationships

We recognise that meaningful engagement with Wurundjeri Woi-Wurrung Cultural Heritage Aboriginal Corporation and Bunurong Land Council Aboriginal Corporation, the Traditional Custodians of lands within Brimbank, the local Aboriginal and Torres Strait Islander communities and other stakeholders, will ensure relationships that will be the foundation of our reconciliation policy framework. Council is committed to nurturing these relationships to build a better understanding between Aboriginal and Torres Strait Islander people and other residents to lead to a more inclusive community.

NOTE: Green = Mandatory deliverables specified by Reconciliation Australia
Grey = Deliverables that are designed by, and unique to, Brimbank City Council

Action	Deliverable	Timeline	Responsibility
1. Establish and maintain mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	1.1 Meet with local Aboriginal and Torres Strait Islander stakeholders and organisations to develop guiding principles for future engagement.	June 2025	Manager, Community Strengthening and Social Planning (Lead) Manager, Communications and Community Engagement (Support)
	1.2 Develop and implement an engagement plan to work with Aboriginal and Torres Strait Islander stakeholders and organisations.	June 2025	Manager, Community Strengthening and Social Planning (Lead) Manager, Communications and Community Engagement (Support)
	1.3 Work alongside Brimbank Aboriginal and Torres Strait Islander Consultative Committee to consider Council's role in advancing reconciliation, self-determination, and truth telling in Brimbank and recommend options for a strategic way forward.	February 2026	Manager, Community Strengthening and Social Planning
	1.4 Continue to coordinate and support Brimbank Aboriginal and Torres Strait Islander Consultative Committee to meet and provide advice to Council on all aspects of the RAP.	March, June, September and December, annually	Manager, Community Strengthening and Social Planning
	1.5 Work with the Brimbank Aboriginal and Torres Strait	July 2024 and June	Manager, Community Strengthening and

Action	Deliverable	Timeline	Responsibility
	Islander Consultative Committee to update its terms of reference and broaden membership.	2026	Social Planning
	1.6 Continue to build a close working relationship with the organisations representing the Wurundjeri and Bunurong people including the development of Memorandums of Understanding or a partnership agreement.	Each month, annually	Manager, Community Strengthening and Social Planning
	1.7 Support the new local Aboriginal Community controlled organisation, the Cooinda Community Hub, to establish as an incorporated group and its operations.	June 2025	Manager, Community Strengthening and Social Planning
	1.8 Meet regularly with the Western Region Local Government Reconciliation Network (WRLGRN) and the Koorie Network to share information and explore opportunities to collaborate.	February, May, September, December, annually	Manager, Community Strengthening and Social Planning
2. Build relationships through celebrating National Reconciliation Week (NRW) each year.	2.1 Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.	May, annually	Manager, Community Strengthening and Social Planning
	2.2 Encourage and support all staff including senior leaders to participate in internal and external events to recognise and celebrate NRW.	27 May- 3 June, annually	First Nations Lead (Lead) Reconciliation Working Group (Support)
	2.3 Continue to plan and organise at least three NRW events each year.	27 May- 3 June, annually	Reconciliation Officer (Lead) Reconciliation Working Group (Support)
	2.4 Register all our NRW events on Reconciliation Australia, Reconciliation Victoria's Maggollee, and Deadly Western websites and promote via Council's communication channels.	May, annually	First Nations Lead (Lead) Manager, Communications and Community Engagement (Support)
3. Promote reconciliation through our sphere of influence.	3.1 Develop and implement an internal communications and engagement plan to engage all staff and Councillors to raise awareness of Reconciliation across our workforce.	August 2025	Manager, Community Strengthening and Social Planning (Lead) Manager, Communications and Community Engagement (Co-Lead)
	3.2 Update and communicate our commitment to reconciliation publicly.	December, annually	Manager, Community Strengthening and Social Planning (Lead)

Action	Deliverable	Timeline	Responsibility
			Manager, Communications and Community Engagement (Support)
	3.3 Explore opportunities to positively influence our external stakeholders to drive reconciliation outcomes.	September, annually	First Nations Lead (Lead) Reconciliation Working Group (Support)
	3.4 Collaborate with Registered Aboriginal Party organisation and other like-minded organisations to develop innovative approaches to advance reconciliation.	September, annually	Manager, Community Strengthening and Social Planning
4. Promote positive race relations through anti-discrimination strategies.	4.1 Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.	December, annually	Manager People, Culture and Wellbeing
	4.2 Develop, implement, and communicate an anti-discrimination policy for our organisation.	June 2026	Manager People, Culture and Wellbeing
	4.3 Engage with Aboriginal and Torres Strait Islander staff and/or Aboriginal and Torres Strait Islander Advisors to consult on our anti-discrimination policy.	December 2025	Manager People, Culture and Wellbeing
	4.4 Educate senior leaders on the effects of racism.	June 2026	Manager People, Culture and Wellbeing (Lead)

11.2 Respect

We acknowledge the Wurundjeri and Bunurong people as the Traditional Custodians of the land we help govern, and that respect is built when the whole community is aware, understands and celebrates Aboriginal and Torres Strait Islander people, cultures, histories, and rights. Council values the knowledge and expertise of Aboriginal and Torres Strait Islander people and seeks ways to enhance their contribution to our community.

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Action	Deliverable	Timeline	Responsibility
5. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	5.1 Conduct a review of cultural learning needs within our organisation.	December, annually	Manager People, Culture & Wellbeing (Lead) Manager, Community Strengthening and Social Planning (Co-Lead)
	5.2 Develop, implement, and communicate a cultural learning strategy document for our staff.	December 2025	Manager People, Culture & Wellbeing (Lead) Manager, Community Strengthening and Social Planning (Co-Lead)
	5.3 Consult local Traditional Custodians and Brimbank Aboriginal and Torres Strait Islander Consultative Committee to inform our cultural learning strategy.	June 2025	Manager People, Culture & Wellbeing (Lead) Manager, Community Strengthening and Social Planning (Co-Lead)
	5.4 Provide opportunities for RAP Working Group members, and other key leadership staff to participate in formal and structured cultural learning.	September, annually	Manager People, Culture & Wellbeing (Lead) Manager, Community Strengthening and Social Planning (Co-Lead)
	5.5 Review Council's approach to acknowledging and or celebrating dates of significance; and incorporate cultural considerations into event planning tools.	June 2026	Manager, Community Strengthening and Social Planning (Lead) Reconciliation Working Group (Support)

Action	Deliverable	Timeline	Responsibility
	5.6 Continue to engage with Traditional Custodians and Aboriginal and Torres Strait Islander peoples to understand community sentiment around January 26 and identify recommendations for acknowledging January 26 into the future.	June 2025	Manager, Communications and Community Engagement (Lead) Manager, Community Strengthening and Social Planning (Support)
6. Ensure that Council programs, services and activities are developed and implemented with, by, and for Aboriginal and Torres Strait Islander peoples	6.1 In consultation with Traditional Custodians, Brimbank Aboriginal and Torres Strait Islander Consultative Committee and local Aboriginal and Torres Strait Islander community, ensure work areas continue to build, maintain and promote programs, services, and activities with, by and for Aboriginal and Torres Strait Islander people.	July, annually	All Managers (Lead)
	6.2 Continue to develop and maintain information and educational resources on Aboriginal and Torres Strait Islander histories, culture, knowledge, rights and important sites in Brimbank for use on Council's website and for distribution to community groups associated with Council.	June, annually	Manager, Communications and Community Engagement (Lead) Manager, Community Strengthening and Social Planning (Support)
	6.3 Work with Traditional Custodians to preserve and maintain Country, including the implementation of cultural burning practices where appropriate.	July, annually	Manager, Climate Emergency and Environment
	6.4 Identify Traditional Custodians, Brimbank Aboriginal and Torres Strait Islander Consultative Committee and Aboriginal and Torres Strait Islander consultation requirements and processes for land use, development and project management of Council owned land.	June, annually	Manager Community Strengthening and Social Planning (Co-Lead) Manager, Parks and Public Realm (Co-Lead) Manager, Engineering and Infrastructure Services (Co-Lead) Head of Project Management Office (Support)
	6.5 Develop a protocol that informs the process and	December 2025	Manager, Community Strengthening and

Action	Deliverable	Timeline	Responsibility
	approach to engagement with Traditional Custodians, Brimbank Aboriginal and Torres Strait Islander Consultative Committee and local Aboriginal and Torres Strait Islanders to inform planning, development and delivery of council services and initiatives.		Social Planning (Lead) Head of Project Management Office (Co - Lead)
	6.6 Ensure staff with a role in land use and development and project management are trained in the use of the ACHRIS mapping system; how to identify when a Cultural Heritage Management Plan is required; and ensure position descriptions and induction processes are updated as required.	August, annually	Manager, City Strategy (Lead) Manager, City Development Services (Co-Lead) Manager, Parks and Public Realm (Co-Lead) Manager, Engineering and Infrastructure Services (Co-Lead)
	6.7. Work alongside Traditional Custodians, and the Brimbank Aboriginal and Torres Strait Islander Consultative Committee to identify ways to improve cultural safety, inclusion and truth-telling in Council places, including areas for yarning circles.	December 2026	Manager, Parks and Public Realm (Lead) Park Services Unit Manager (Support) Public Spaces Coordinator (Support)
7. Increase understanding and recognition of Aboriginal and Torres Strait cultures, histories and heritage throughout the LGA	7.1 Amend Council's Signage Standards to incorporate acknowledgement of Traditional Custodians in all place name signage.	December 2024	Manager, Communications and Community Engagement (Lead) Manager, Parks and Public Realm (Support)
	7.2 Continue implementation of interpretive signage in public space that acknowledges Traditional Custodians and culturally significant landscapes and histories.	June, annually	Manager Parks and Public Realm (Lead) Manager, Communications and Community Engagement (Support)
	7.3 On the advice of Traditional Custodians, Brimbank Aboriginal and Torres Strait Islander Consultative Committee and with family consent, Council will acknowledge the passing of Elders, or people of significance to the Aboriginal and Torres Strait Islander	December 2025	Manager, Communications and Community Engagement (Lead) Manager, Community Strengthening and Social Planning (Co-Lead)

Action	Deliverable	Timeline	Responsibility
	communities, in Council Chambers, flying flags half-mast or via social media posts.		
	7.4 Consider opportunities to promote the culture of Aboriginal and Torres Strait Islander people in Council's activation programming in town centres.	October, annually	Manager, City Strategy
8. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	8.1 Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	February, annually	Manager, Community Strengthening and Social Planning
	8.2 Develop a Cultural Protocols document including protocols for Welcome to Country and Acknowledgement of Country.	December, annually	Manager, Community Strengthening and Social Planning
	8.3 Continue to invite a local Traditional Custodian to provide a Welcome to Country or other appropriate cultural protocol at significant events each year.	December, annually and as required	All Managers (Co-Lead)
	8.4 Include an Acknowledgement of Country or other appropriate protocols at the commencement of meetings and events.	December, annually and as required	All Managers (Co-Lead)
	8.5 Review and update Council's policy templates and approval processes to include details of recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and legislative rights; Councils commitment to reconciliation; and protocols and processes of working and consulting with Traditional Custodians, Brimbank Aboriginal and Torres Strait Islander Consultative Committee and Aboriginal and Torres Strait Islander peoples.	December, annually	Manager, Governance and Risk
	8.6 Re-affirm Council's commitment to promoting place names that are in Australian Indigenous languages that	January, annually	Manager, Governance and Risk (Lead)

Action	Deliverable	Timeline	Responsibility
	have been developed following consultation with Traditional Custodians.		
	8.7 Develop and implement a policy and protocol to install plaques, where possible, that acknowledge the Traditional Custodians of Brimbank on (current and proposed) Council buildings, parks, reserves, waterways where possible.	June 2026	Manager, Communications and Community Engagement (Lead)
9. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	9.1 Encourage and support all staff including senior leaders to participate in internal and external events to recognise and celebrate NAIDOC Week.	First week in July, annually	First Nations Lead (Lead) Reconciliation Working Group (Support)
	9.2 Review People, Culture and Wellbeing policies and procedures to remove barriers to staff participating in NAIDOC Week.	June 2025	Manager People, Culture and Wellbeing
	9.3 Work with local Aboriginal and Torres Strait Islander organisations and communities to help support and organise NAIDOC week events.	May - July, annually	Manager, Communications and Community Engagement (Lead) Manager Community Strengthening and Social Planning (Co-Lead)
10. Continue to develop and support a range of Aboriginal and Torres Strait Islander arts and cultural initiatives.	10.1 Create and promote a calendar of staff and community Aboriginal and Torres Strait Islander arts and cultural initiatives for community and staff participation that Council supports as part of National Reconciliation Week and NAIDOC Week.	May – July, annually	Manager, Community Strengthening and Social Planning (Lead) Manager, Community Learning and Participation (Support)
	10.2 Continue to work in partnership with the Department of Education and Training to support the Koorie Homework Club to provide support to local Aboriginal and Torres Strait Islander school aged students and families.	December, annually	Manager, Community Learning and Participation
	10.3 Audit and catalogue materials and objects about Aboriginal cultures and heritage managed by the Council.	December, annually	Manager, Community Learning and Participation

11.3 Opportunities

We understand how important it is to create opportunities that build the capacity and the socio – economic status of local Aboriginal and Torres Strait Islander residents, to better determine their future. Council will continue to look for ways to provide opportunities within our programs and services through employment and professional development, economic and business opportunities, community development and to ensure all of our programs and services are accessible and culturally safe for Aboriginal and Torres Strait Islander people.

NOTE: Green = Mandatory deliverables specified by Reconciliation Australia
Grey = Deliverables that are designed by, and unique to, Brimbank City Council

Action	Deliverable	Timeline	Responsibility
11. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention, and professional development.	11.1 Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	June, annually	Manager People, Culture and Wellbeing
	11.2 Engage with Aboriginal and Torres Strait Islander staff to develop Council's recruitment, retention and professional development strategy.	December 2025	Manager People, Culture and Wellbeing
	11.3 Develop and implement an Aboriginal and Torres Strait Islander recruitment, retention and professional development strategy.	June 2026	Manager People, Culture and Wellbeing
	11.4 Advertise job vacancies in ways that can effectively reach Aboriginal and Torres Strait Islander stakeholders.	December, annually	Manager People, Culture and Wellbeing(Lead) All Managers (Co-Lead)
	11.5 Review People, Culture and Wellbeing recruitment procedures and policies to remove barriers to Aboriginal and Torres Strait Islander participation in our workplace.	June 2026	Manager People, Culture and Wellbeing
	11.6 Support Aboriginal and Torres Strait Islander staff to attend professional development opportunities, networks and advocacy groups.	December, annually and as required	All Managers (Co-Lead)
	11.7 Build on the partnership with Moondani Balluk (Victoria University) to explore opportunities around employment, internships and work experience	December, annually and as required	Manager People, Culture and Wellbeing (Lead)

Action	Deliverable	Timeline	Responsibility
	opportunities for Aboriginal and Torres Strait Islander students.		Manager, Community Strengthening and Social Planning (Support)
	11.8 Work with Traditional Custodians, Brimbank Aboriginal and Torres Strait Islander Consultative Committee, local Aboriginal and Torres Strait Islander communities and service providers to design workshops that encourage a strength-based approach to addressing employment needs.	December, annually	Manager, Community Learning and Participation (Lead) Manager, People Culture and Wellbeing (Support)
12. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	12.1 Maintain, monitor and review our Aboriginal and Torres Strait Islander procurement strategy.	June, 2025	Procurement and Contracts Coordinator
	12.2 Investigate Supply Nation membership and maintain Kinaway (Victorian Indigenous Chamber of Commerce) membership.	July, annually	Procurement and Contracts Coordinator
	12.3 Develop and communicate opportunities for procurement of goods and services from Aboriginal and Torres Strait Islander businesses to staff.	July, annually	Procurement and Contracts Coordinator
	12.4 Review and update procurement practices to remove barriers to procuring goods and services from Aboriginal and Torres Strait Islander businesses.	July, annually	Procurement and Contracts Coordinator
	12.5 Retain and develop new commercial relationships with Aboriginal and/or Torres Strait Islander businesses.	July, annually	Procurement and Contracts Coordinator
	12.6 Undertake an annual, cross organisational, audit to quantify the procurement of goods, services or works from Aboriginal and Torres Strait Islander businesses.	July, annually	Procurement and Contracts Coordinator
	12.7 Partner with external service providers and government agencies to deliver business start-up workshop/s for Brimbank Aboriginal and Torres Strait Islander people.	April, annually	Manager, City Strategy
13. Work to ensure all Council programs and	13.1 Explore and develop a suitable approach to undertaking an Aboriginal Cultural Safety Audit across the organisation.	June 2025	Manager, Community Strengthening and Social Planning

Action	Deliverable	Timeline	Responsibility
services are appropriate and accessible for local Aboriginal and Torres Strait Islander peoples.	13.2 Implement the Aboriginal Cultural Safety Audit and make recommendations for change.	June 2026	Manager, Community Strengthening and Social Planning
	13.3 Embed data about the social, health, wellbeing and economic needs of Aboriginal and Torres Strait Islander people in Brimbank to guide program design and service delivery across Council.	December, annually	All Managers (Co-Lead)

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11.4 Governance

We recognise the importance of good administration to ensure the success of this RAP. Council will commit to manage and administer the RAP over the next 2 years.

NOTE: Green = Mandatory deliverables specified by Reconciliation Australia
Grey = Deliverables that are designed by, and unique to, Brimbank City Council

Action	Deliverable	Timeline	Responsibility
14. Establish and maintain an effective RAP Working group (RWG) to drive governance of the RAP.	14.1 Maintain Aboriginal and Torres Strait Islander staff representation on the RWG.	February, annually	First Nations Lead
	14.2 Review the Reconciliation Working Group Terms of Reference annually.	December, annually	First Nations Lead (Lead) Reconciliation Working Group (Support)
	14.3 Meet at least four times per year to drive and monitor RAP implementation.	March, June, Sept and Dec, annually	First Nations Lead
15. Provide appropriate support for effective implementation of RAP commitments.	15.1 Define resource needs for RAP implementation.	July, annually	Manager, Community Strengthening and Social Planning
	15.2 Engage our Senior Leaders and other staff in the delivery of RAP commitments.	July, annually	First Nations Lead (Lead) Reconciliation Working Group (Support)
	15.3 Develop, review and maintain appropriate systems to track, measure and report on RAP commitments.	September, December, March, June, annually	First Nations Lead (Lead) Reconciliation Working Group (Support)
	15.4 Appoint and maintain an internal RAP Champion from senior management.	July, annually	Executive Leadership Team
	15.5 At least three times a year, Invite an Elder, Brimbank Aboriginal and Torres Strait Islander Consultative Committee member, service provider, agency, artist or business to address the RWG on matters relevant to Council's RAP.	March, July , October, annually	First Nations Lead

Action	Deliverable	Timeline	Responsibility
16. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	16.1 Contact Reconciliation Australia to verify that our primary and secondary contact details are up to date, to ensure we do not miss out on important RAP correspondence.	June, annually	First Nations Lead
	16.2 Contact Reconciliation Australia to request our unique link, to access the online RAP Impact Measurement Questionnaire.	August, annually	First Nations Lead
	16.3 Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	September, annually	First Nations Lead
	16.4 Report RAP progress to all staff and senior leaders as part of quarterly reports for Council Plan and Annual Plan.	March, June, September and December, annually	First Nations Lead
	16.5 Publicly report our RAP achievements, challenges and learnings, annually through Council publications and reports.	July, annually	First Nations Lead (Lead) Manager, Customer Experience and Service Innovation (Support)
	16.6 Investigate participating in Reconciliation Australia's biennial Workplace RAP Barometer.	April, annually	First Nations Lead
	16.7 Submit a traffic light report to Reconciliation Australia at the conclusion of this RAP.	June 2026	First Nations Lead
	16.8 Provide quarterly RAP progress reports to Brimbank Aboriginal and Torres Strait Islander Consultative Committee.	March, June, September and December, annually	First Nations Lead
17. Continue our reconciliation journey by developing our next RAP.	17.1 Register via Reconciliation Australia's website to begin developing our next RAP.	June 2027	First Nations Lead

12. Contact details

First Nations Unit
Email: reconciliation@brimbank.vic.gov.au
Phone: (03) 9249 4000

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Brimbank City Council

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Draft Innovate Reconciliation Action Plan 2024 – 2026

Community Consultation Report

February 2024

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Acknowledgement

Brimbank City Council respectfully acknowledges and recognises the Wurundjeri and Bunurong peoples as the Traditional Custodians of the land and waterways on which the municipality sits and pays respect to their Elders past, present and future.

Council acknowledges and thanks the Brimbank Aboriginal and Torres Strait Islander residents and Elders for their ongoing contribution to the diverse culture of our community and their contribution to the development of the Reconciliation Action Plan.

Community Engagement Overview

Brimbank City Council sort community feedback on its Draft Innovate Reconciliation Action Plan 2024 – 2026 (RAP) in February 2024 for a period of four weeks. The purpose was to consult and obtain feedback from the Brimbank community that would shape the future of Reconciliation in Brimbank.

Community consultation activities included a co-designed workshop with Brimbank Aboriginal and Torres Strait Islander community and on-line engagement through the Your Say Brimbank engagement portal. Additionally, internal stakeholder feedback was invited from Council Officers across the organisation.

This report collates and analyses the community consultation outcome which has been included in the revised Final Draft Innovate Reconciliation Action Plan 2024 – 2026 (RAP).

Community Engagement Outcomes

1. Community Workshop Engagement

Overview

A community workshop was held at Cooinda Hub on Tuesday 14 February from 11am to 1.30pm. It was promoted as an inclusive yarn for local Aboriginal and Torres Strait Islanders and facilitated by an Aboriginal Elder. Flyers were distributed widely through for example the Deadly Western Network, western service agencies such as the Victorian Aboriginal Child Care Agency (VACCA), stakeholders such as Victoria University.

In attendance were ten people representing stakeholders such as VACCA and representatives from the Brimbank Aboriginal and Torres Strait Islander Consultative Committee and three Council staff members. Participants of the workshop were invited to review and provide feedback on the Draft RAP.

Workshop participants provided feedback that included suggestions for improvement in wording and or approach. Workshop participants also encouraged Council to ensure a strength-based based and ensure conversations with community remain two-way.

Community Workshop – Outcome Summary

Submitter	Feedback	Council Officer Response
Workshop participant	Council should support all staff to attend NRW events organised within the community.	Noted. A change has been made to the Final Draft RAP to emphasise that all staff are encouraged and supported to participate in internal and external events that recognise

Submitter	Feedback	Council Officer Response
		and celebrate NRW (Final Draft RAP key deliverable: 2.2).
Workshop participant	Through its anti-discrimination strategies, Council should distinguish between Aboriginal and Torres Strait Islanders and wider community.	Noted. Council's consultation process to develop an anti-discrimination policy aims to support this outcome (Final Draft RAP key deliverables: 4.3 and 4.2).
Workshop participant	Council should consider Ask Aunty/Uncle and regular BBQ's with community to be activities that support cultural learning.	Noted. Council's commitment to develop a cultural learning strategy aims to support this outcome (Final Draft RAP key deliverable: 5.2).
Workshop participant	Cultural burns and burns are different. Local community involvement is also important	Noted. Council will continue to work in a culturally appropriate way alongside Traditional Custodians. A minor wording edit has been made in the Final Draft RAP (key deliverable 6.3).
Workshop participant	Council should consider simple ideas to help promote the culture of Aboriginal and Torres Strait Islander peoples. For example, Acknowledgement Plaques or stickers would be good. Look at the work of Orange Door for a good example.	Noted. Council's commitment to develop and implement a policy and protocol to install plaques aims to support this outcome (Final Draft RAP key deliverable: 8.7).
Workshop participant	Council should include an Acknowledgement of Country for all meetings and events.	Noted. A minor edit has been made to the Final Draft RAP to support all meetings and events commencing with an Acknowledgement of Country or other appropriate protocol (Final Draft RAP key deliverable: 8.4).
Workshop participant	Council should create a new RAP action that supports work areas to undertake their own, 'in-house' cultural safety audits.	Noted. Council has made a change to the Final Draft RAP that will support the exploration and development of a suitable approach to undertaking cultural safety audits across the organisation (Final Draft RAP key deliverables: 13.1 and 13.2).
Workshop participant	Council should consider appointing RAP Champions/Advocates/Allies across Council directorates to assist with the momentum of reconciliation across the organisation.	Noted. Council's RAP utilises the Reconciliation Australia RAP Framework. In line with this framework, Council's CEO is the organisations designated RAP Champion, and maintains an internal Reconciliation Working Group (RWG) that includes executive and senior managers from across the organisation who help inspire a shared vision and ownership of actions across Council. The RWG remains

Submitter	Feedback	Council Officer Response
		committed to working alongside local Elders to identify and implement ways to strengthen reconciliation momentum. A change has been made to the Final Draft RAP to better reflect this approach and commitment (Final Draft RAP 'Oversight and governance of the RAP' section).

2. Your Say Brimbank Online Engagement

Overview

An online survey was hosted on Your Say Brimbank Council's engagement portal from the 1-29 February 2024. The consultation opportunity was promoted via Council's formal communication channels i.e. social media posts, media release, digital screens at libraries and community centres, e-flier distribution to over 19 community e-newsletter lists managed by staff, and to staff across the organisation.

The survey received 27 submissions. 74% (20/27) of respondents reported to be living in Brimbank; 8% (2/24) identified as Aboriginal or Torres Strait Islander; 38% (10/26) identified as speaking a language other than English; and no responses were received from young people under the age of 24.

The vast majority of participants (80% or 35/44 comments) reported that they understand reconciliation to be an opportunity to unite, acknowledge our past, demonstrate respect and bring about meaningful change for Aboriginal and Torres Strait Islanders; and 34% (9/26) reported they are either familiar or very familiar with Aboriginal and Torres Strait Islander culture, history, knowledge and rights.

The majority of participants indicated that they agree or strongly agree with the actions and deliverables for 'Relationships', 'Respect' and 'Opportunities' (59% or 16/27) and 'Governance (65% or 17/26). Feedback received from respondents that indicated that they disagree or strongly disagree with the actions and deliverables suggest a difference in ideology and or understanding of Council's obligations to promote and protect human rights under the Human Rights Charter and or have concerns about Council's spending.

Respondents offered suggestions for improved changes within Council's Draft RAP. These include:

- Increasing employment of Aboriginal and Torres Strait Islander people within Council, including in management roles.
- Increasing focus on education.
- To consider alternative frameworks or approaches to support the advancement of reconciliation and self-determination in the longer-term – such as the Victorian Aboriginal and Local Government Strategy.
- Increasing focus on signage and promotion of sites of significance to increase community awareness of culture, history, knowledge and rights of Aboriginal and Torres Strait Islanders.
- Reconciliation as a responsibility of many across the Council.
- CEO to be designated RAP Champion to support effective implementation of reconciliation across the organisation.

- Council to have a designated First Nations leadership role that ensures the cultural integrity of the RAP implementation and to provide cultural guidance across the organisation that supports improvement in cultural competency and RAP success.

Your Say Brimbank – Outcomes Summary

Question 1: What is your relationship to Brimbank?

Question 2: Which suburb do you live in?

Question 3: What is your age group?

Question 4: Do you identify as an Aboriginal and or Torres Strait Islander?

Question 5: Do you speak a language other than English at home?

Question 6: What language/s other than English do you speak at home?

Question 7: How familiar are you with Aboriginal and Torres Strait Islander culture, history, knowledge and rights?

Question 8: Have you ever participated in reconciliation activities in Brimbank?

Question 9: What does Reconciliation mean to you?

Question 10. Having read the "Relationships" actions and deliverables, how strongly do you agree with them? That's a fairly low rating, can you tell us what we're missing?

Question 11. Having read the "Respect" actions and deliverables, how strongly do you agree with them? That's a fairly low rating, can you tell us what we're missing?

Question 12. Having read the "Opportunities" actions and deliverables, how strongly do you agree with them? That's a fairly low rating, can you tell us what we're missing?

Question 13. Having read the "Governance" actions and deliverables, how strongly do you agree with them? That's a fairly low rating, can you tell us what we're missing?

Question 14. How can Council support effective and culturally appropriate management of the Reconciliation Action Plan?

Question 15. How would you like to see Council support reconciliation and self-determination in the long-term?

Question 16. Do you have any further comments about the draft Innovate Reconciliation Action Plan 2024-2026?

Submitter ID#	Submitter Response
9929	Having non- Indigenous people respectfully challenging the systemic structures they work in to create culturally safe environment for Aboriginal and Torres Strait Islander community. Deep listening, truth telling, bringing non-Indigenous, Aboriginal and Torres Strait Islander people together to unify.
9928	Resident of Brimbank.
9827	To forgive past transgressions and unite moving forward.

Submitter ID#	Submitter Response
9823	Acknowledging that while new Australians and the descendants of those who arrived from overseas may appreciate their sometimes quite lengthy histories and experiences in Australia, Aboriginal people's connection to Country runs far deeper.
9820	Unity and respect. Ongoing journey to remedy past wrongs to create meaningful change for Indigenous Australians.
9815	History recognised, and social and economic differences resolved.
9752	Acknowledging the wrongs of the past and current systemic challenges that remain, and walking together to advance the rights, self-determination and equitable opportunities, and to remove barriers.
9698	Reconciliation does not mean constantly reinforcing how different we are, which is happening now as we continually ensure everyone is part of some group, rather than an individual.
9675	Bridging the relationship with a history we are not proud of.
9653	Nothing it means nothing to me. They lost. That's it. It was 200 years ago. Council should not be spending our money on this stuff. It's not a road it's not a garbage bin. It's not a council issue. STOP SPENDING OUR MONEY on things that are not council.
9652	I think the very fact the statement reads "embrace unity between aboriginal and Torres Strait islander people and other Australians" shows how racist this council is.
9649	It means we are virtue signalling for a minority group which is growing bigger due the benefits which apply. And I have a best mate who is going through the process to give his Grandchildren an advantage.
9648	Acknowledgement of past mistakes against first Nations.
9647	Coming together based on common values after a disagreement or separation. Coming to a compromise for the most benefit to most or all. Acknowledgment and acceptance (but not deference).
9646	Reconciliation means to me the ability to create harmony and recognition for the past, present and future.
9645	To repair a relation.
9644	It means excepting the past and moving on. The world is built on violence, every country is. Everybody is equal and First Nation People deserve no more or no less than every other Australian.
9643	Understanding, respect and trust.
9642	Too divide people. Council should be for unity in the area. All people. You are spending rate payers' money on one selected group. Maybe councillors should pay for these projects out of their own pocket. There are many different nationalities made up in the Brimbank area. Discrimination.
9641	I just want us all to be one Australia ... not putting any group above the others. We don't want to develop a welfare state for any group - It does these people a disservice. I'm proud of our indigenous heritage and our British history as well as all our immigration over the last couple of centuries.
9638	Treat all individuals and cultures equal. Accept and acknowledge the past but don't dwell on it. Be one nation.
9637	People are people no matter colour they are all human and need to be respected as all, equal is important to all of us we are temporally on this planet and no body have asked to be born let's share this piece of land we are on.
9636	Truly caring. Shifting Australia Day. More advocacy post the awful voice vote outcome.
9635	Recognition of Aboriginal history and culture.
9634	Increase understanding of Aboriginal culture past and present.

Question 10: Do you agree with the 'Relationships' deliverables? Note: If respondents selected Disagree or Strongly Disagree, they were also asked: That's a fairly low rating, can you tell us what we're missing?

Submitter ID#	Submitter Response	Submitter Response	Council Officer Response
9827	Strongly Disagree	I get a "Page Forbidden" error on your link.	Noted.
9815	Strongly Agree	The RAP approach is much specified and doesn't always support the most meaningful actions that are responsive to what community want or need Council to prioritise.	Noted. An edit has been made to the wording of an existing deliverable within the RAP to better illustrate Council's ongoing commitment to strategically consider Council's role and approach in advancing reconciliation and self-determination alongside the Brimbank Aboriginal and Torres Strait Islander Consultative Committee (Final Draft RAP key deliverable: 1.3). This deliverable aims to support Council to consider alternative frameworks or approaches, such as the Victorian Aboriginal and Local Government Strategy.
9675	Agree	It's spending our money on things that we don't need. Stop spending our money. We the rate payers don't want to spend our money on stuff if we did we would buy it ourselves. Stop wasting our money.	Noted. Council has responsibly considered budget implications in the development of the Draft RAP. All deliverables proposed in the Final Draft RAP are responsive to Council's obligations under the Human Rights Charter, and are considered important in advancing reconciliation.
9653	Strongly Disagree	Again very derogative. Only needing to explain your answer if you don't agree? Applying there is something wrong if you do not agree with Brimbank councils' stance.	Noted. The intent of this question is to see what ideas or suggestions community members have to improve the deliverables listed.
9652	Neither Agree or Disagree	As I said I don't believe in "Virtue Signalling"!	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9646	Strongly Agree	Stakeholder engagement isn't anything new, it's great to include and focus on cultural representation, although I think is unnecessary to be specific. We should be celebrating milestones, cultural significant occasions etc., with the focus on the event, not because a policy obligating "x" number of events. Why are we only educating senior leaders on the effects of racism? Why isn't there a community awareness campaign on racism and cultural discrimination, which can include senior leaders?	Noted. Council has made a change to the Final Draft RAP that will support a review of its approach to dates of significance (Final Draft RAP key deliverable: 5.5). Noted. Council's commitment to develop and implement an anti-discrimination policy will support all staff (Final Draft RAP key deliverable: 4.2).

Submitter ID#	Submitter Response	Submitter Response	Council Officer Response
9645	Disagree	Every Australian is equal, First Nation People have the same opportunities as the next Australian.	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9643	Agree	Didn't read it. Everyone should be treated equal. This is why l never supported having councillors running Brimbank. They are only do things for a selected groups.	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9642	Disagree	Let's just have one Australia	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9639	Agree	The whole concept is overstepping what is really needed in Brimbank.	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.

Question 11: Do you agree with the 'Respect' deliverables? Note: If respondents selected Disagree and Strongly Disagree, they were also asked: That's a fairly low rating, can you tell us what we're missing?

Submitter ID#	Submitter Response	Submitter Response	Council Officer Response
9827	Strongly Disagree	I get a "Page Forbidden" error on your link.	Noted.
9752	Neither Agree or Disagree	The RAP approach is specified and doesn't always support the most meaningful actions that are responsive to what community want or need Council to prioritise. Council needs to ask community what days are significant and how they want them respectfully acknowledged or celebrated. Where is Sorry Day acknowledgement - this is a day of mourning and there is no acknowledgement or healing together.	Noted. An edit has been made to the wording of an existing deliverable within the RAP to better illustrate Council's ongoing commitment to strategically consider Council's role and approach in advancing reconciliation and self-determination alongside the Brimbank Aboriginal and Torres Strait Islander Consultative Committee (Final Draft RAP key deliverable: 1.3). This deliverable aims to support Council to consider alternative frameworks or approaches, such as the Victorian Aboriginal and Local Government Strategy. Noted. Council has made a change to the Final Draft RAP that will support a review of its approach to dates of significance, inclusive of Sorry Day (Final Draft RAP key deliverable: 5.5).
9653	Strongly Disagree	Respect is earned. Not demanded. They have done nothing to earn respect. Stop wasting our money on this stuff it's not council related.	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9652	Neither Agree or Disagree	Refer above... how about be committed to sharing and	Noted. The proposed actions support Council's obligations to promote and

Submitter ID#	Submitter Response	Submitter Response	Council Officer Response
		celebrating the culture rights and history of all Brimbank members. Again the simple fact that race colour or DNA has anything to do with it shows the racism involved in the council.	protect human rights under the Human Rights Charter.
9649	Strongly Disagree	As above.	Noted.
9645	Disagree	This phrase "Respect, trust and understanding is built on awareness. We are committed to sharing and celebrating the culture, rights and history of Aboriginal and Torres Strait Islander people" should be "Respect, trust and understanding is built on awareness. We are committed to sharing and celebrating the cultural, rights and history." Are we going to spotlight Australian, Vietnamese, Arabic, Sudanese, Chinese, Maltese, etc.? Aboriginal and Torres Strait Islanders make up less than .5% of the Brimbank community (according to the 2021 census data), we should be paying homage to the Aboriginal and Torres Strait Islanders people and culture, whilst embracing the diversity that makes up Brimbank.	Noted. Council maintains committed to embracing the diversity of the Brimbank community and responding to localised needs through the Council Plan and other responsive strategies.
9644	Neither Agree or Disagree	The older generation won't change their thinking, I believe you need to teach Aboriginal history in schools from a young age and then you might get change.	Noted. Council's commitment to develop and maintain information and resources on Aboriginal and Torres Strait Islander histories, culture, knowledge and right for community sharing aims to support this outcome (Final Draft RAP key deliverable: 6.2).
9642	Disagree	Everyone should respect everyone. That goes both ways. Most people are aware of the history but they are sick of people shoving it down the public throat.	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9638	Strongly Disagree	Refer above - One Australia please.	Noted.

Question 12: Do you agree with the 'Opportunities' deliverables? Note: If respondents selected Disagree or Strongly Disagree, they were also asked: That's a fairly low rating, can you tell us what we're missing?

Submitter ID#	Submitter Response	Submitter Response	Council Officer Response
9827	Strongly Disagree	I get a "Page Forbidden" error on your link.	Noted.

Submitter ID#	Submitter Response	Submitter Response	Council Officer Response
9752	Disagree	Want more action. What designated employment program will you make? Other Councils have tailored inclusive employment programs, internships, and volunteering opportunities and designated First Nations roles across the organisation. Brimbank is not doing enough to support mob jobs and equity in employment. The RAP approach is much specified and doesn't always support the most meaningful actions that are responsive to what community want or need Council to prioritise.	Noted. Council is commitment to supporting access to equitable employment opportunities for Aboriginal and Torres Strait Islander peoples. Several deliverables that will support this outcome are committed to within the RAP (Final Draft RAP Action 11). Additionally, a designated First Nations Lead role has been created to guide the successful implementation of RAP deliverables across the organisation. Noted. An edit has been made to the wording of an existing deliverable within the RAP to better illustrate Council's ongoing commitment to strategically consider Council's role and approach in advancing reconciliation and self-determination alongside the Brimbank Aboriginal and Torres Strait Islander Consultative Committee (Final Draft RAP key deliverable: 1.3). This deliverable aims to support Council to consider alternative frameworks or approaches, such as the Victorian Aboriginal and Local Government Strategy.
9653	Strongly Disagree	This is racism. Picking a race and doing this is wrong. Put the word white or something else in there and it's racism so it's racism in any way you say it. STOP SPENDING OUR MONEY on this	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9652	Neither Agree or Disagree	Refer above. I simply want the best for all Australians.	Noted.
9649	Strongly Disagree	As Above	Noted.
9645	Strongly Disagree	Age, race, gender or culture should not pay any part of employment opportunities. This should be based on skill, ability, fit for purpose, etc. To reference the Brimbank Aboriginal and Torres Strait Islander population representation from the Census data, it's not the best use of tax payer money to be employing individuals for Aboriginal and Torres Strait Islander cultural representation. Nor should the	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.

Submitter ID#	Submitter Response	Submitter Response	Council Officer Response
		employment population of Brimbank Council be a direct reflection of our of our culture rich community, it should be unbiased and open to all applicable and suitable candidates.	
9644	Neither Agree or Disagree	Aboriginals get the same opportunity as the next Australian.	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9642	Disagree	Didn't read it. Don't want too. Unity between everyone and that goes both ways. Council shouldn't be there to force people to do what THEY want.	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9641	Strongly Disagree	We all have opportunities - let's not segregate our country.	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9638	Strongly Disagree	There are plenty of opportunities for all, should not cater for specific sub groups this only leads to more divisions.	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.

Question 13: Do you agree with the 'Governance' deliverables? Note: If respondents selected Disagree or Strongly Disagree, they were also asked: That's a fairly low rating, can you tell us what we're missing?

Submitter ID#	Submitter Response	Submitter Response	Council Officer Response
9827	Strongly Disagree	I get a "Page Forbidden" error on your link.	Noted.
9653	Strongly Disagree	It's not a thing. It's not spending our money on the important things. STOP SPENDING OUR MONEY	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9649	Strongly Disagree	As Above!	Noted.
9645	Strongly Disagree	Again we highlighting one diversity of our population. I'm embrace the celebration of the Aboriginal and Torres Strait Islander heritage and culture, although in a more generic approach where we celebrate all cultures. Christmas and Lunar new year being an example, these two festivities do not represent all of 100% of the Brimbank community, although we celebrate them without a	Noted.

Submitter ID#	Submitter Response	Submitter Response	Council Officer Response
		policy in place, without ensuring there is a fair representation of these communities within the Brimbank Council.	
9642	Disagree	Unity is free. Dividing cultures is your choice.	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9641	Disagree	One Australia please.... no special favours for anyone. We are all equal or should be.	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9638	Strongly Disagree	As above.	Noted.

Question 14: How can Council support effective and culturally appropriate management of the Reconciliation Action Plan?

Submitter ID#	Submitter Response	Council Officer Response
9929	Ensure non-Indigenous management are driving the RAP and not Aboriginal and Torres Strait Islander staff. Ensure non-Indigenous management staff are accountable for their deliverable and have a budget for their RAP deliverable. According to the RAP Working Group Structure https://www.reconciliation.org.au/wp-content/uploads/2021/10/RAP-Working-Group.pdf NB: Aboriginal and Torres Strait Islander staff or RWG representatives should not be expected to drive the RAP, but rather guide the RAP.	Noted. Council's RAP utilises the Reconciliation Australia RAP Framework. In line with this framework, Council has appointed the organisations CEO as designated RAP Champion, and maintains an internal Reconciliation Working Group (RWG) that includes executive and senior managers from across the organisation who help inspire a shared vision and ownership of actions across Council. Additionally, a designated First Nations Lead role will guide the successful implementation of RAP deliverables across the organisation. A change has been made to the Final Draft RAP to better reflect this approach and commitment (Final Draft RAP 'Oversight and governance of the RAP' section).
9827	By just including all people as equals in the community.	Noted.
9823	Education is needed, especially in languages other than English for those who have not been raised in Australia speaking and reading English. With this, it might be a good idea to reiterate—including in newsletters and public interpretative signs—historical anecdotes (the good and bad) and oral traditions of Aboriginal connection to the land we call Brimbank. If there are opportunities to then translate these into other languages, all the better.	Noted. Council has an existing language translation service that can be utilised to support RAP deliverables, where required.

Submitter ID#	Submitter Response	Council Officer Response
9820	By ensuring they have Aboriginal and Torres Strait Islander Managers across all departments within Council.	Noted. Council is commitment to supporting access to equitable employment opportunities for Aboriginal and Torres Strait Islander peoples. Several deliverables that will support this outcome are committed to within the RAP (Final Draft RAP Action 11). Additionally, a designated First Nations Lead role has been created to guide the successful implementation of RAP deliverables across the organisation.
9815	Having worked on the last RAP and having an understanding of many others my suggestion is for this one to identify what the main innovation is and focus the attention on that for the next 2 years. Probably the innovation in last RAP helped lead to the formation of a local community group that can focus attention on and assist the Indigenous residents of the Council area. Council also does a good job at recognising the Traditional Owners groups.	Noted: Council's Reconciliation Action Plan has been developed in line with the *Reconciliation Australia's* RAP *Framework* which provides organisations with a structured approach to advance reconciliation; which requires several committed deliverables across key themes. Council will highlight the key focus areas and achievements of the RAP via its quarterly reporting (Final Draft RAP Action: 16). Noted. Council remains committed to working in partnership with Traditional Custodians.
9752	CEO needs to Champion for the RAP to be effectively implemented and managed organisationally. RAP needs to be led by First Nations designated role that is responsible for monitoring, governing and supporting the implementation of our RAP - ensuring cultural integrity in the development and delivery of actions, as well as the offering of culturally appropriate coaching across the organisation that supports employees to build their cultural competency, confidence, connections and ability to implement their responsible actions. Continue with Advisory Committee that is made up of First Nations peoples. The RAP Working group needs to be a management group made up of the responsible owners (executive and senior leaders), as well as delegated council officers responsible for implementation, and other First Nations	Noted. Council's RAP utilises the Reconciliation Australia RAP Framework. In line with this framework, the CEO has been selected as the designated RAP Champion, and maintains an internal Reconciliation Working Group (RWG) that includes executive and senior managers from across the organisation who help inspire a shared vision and ownership of actions across Council. Additionally, a designated First Nations Lead role will guide the successful implementation of RAP deliverables across the organisation. A change has been made to the Final Draft RAP to better reflect this approach and commitment (Final Draft RAP 'Oversight and governance of the RAP' section). Noted. Council acknowledges the strength of the Brimbank Aboriginal and Torres Strait Islander Consultative Committee and has an ongoing commitment to this Committee (Final Draft RAP key deliverable: 1.4).

Submitter ID#	Submitter Response	Council Officer Response
	employees within the organisation to ensure First Nations representation and self-determination is consistently prioritised. Recommend called RAP Management Group as this better illustrates its role. It's not appropriate or effective for a group to own actions in the RAP, as it makes it hard for the employees to have clarity of who is responsible and to hold roles accountable for the commitments made. This should change.	Noted. Reconciliation Australia recommends the terminology Reconciliation Working Group. Noted. Deliverables throughout the Final Draft RAP have been updated with a specific owner; with the Reconciliation Working Group playing an important supportive role instead, where suitable or required.
9675	Being open and communicating throughout the steps it is taking.	Noted. Council is committed to effective implementation of the RAP, which includes transparently reporting on its progress and achievements (Final Draft RAP Actions 15 and 16).
9653	Don't do it if you replace the word Aboriginal with white and its racism then it's racism with the word Aboriginal. Stop wasting our money	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9652	Include ALL Australians. And stop the dividing.	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9647	It may be a good idea to seek out the views of a broader range of indigenous people (and not just the same vocal people) to get the diversity in their views. Also it is important to recognise that no culture or heritage is perfect or always on the right side or the victim suffering pain in all things and this sort of view can be damaging, non-productive and limiting to a culture, sometimes missing the real issues and the reality and therefore the practical solutions, even if it means applying the values of a different culture.	Noted. Council will continue to engage with Traditional Custodians, members of the Brimbank Aboriginal and Torres Strait Islander Consultative Committee and local Aboriginal and Torres Strait Islanders.
9646	Potentially through a working or advisory group	Noted. Council will continue to coordinate the Brimbank Aboriginal and Torres Strait Islander Consultative Committee and the Reconciliation Working Group.
9645	This should be more generic and inclusive. We do need to celebrate Aboriginal and Torres Strait Islander culture and heritage, just as much as we	Noted.

Submitter ID#	Submitter Response	Council Officer Response
	do every other culture that makes Brimbank what it is.	
9644	Council support is important as long they make fair decision and with people's support. Council have an idea how it will work.	Noted.
9642	I don't think the Council can, I believe it will work and will cost too much.	Noted.
9641	Don't discriminate against other people. Treat everyone the same. Stop forcing people to do and think what YOU want.	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9638	Don't get involved in it. Needs to be done as a federal government level.	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9637	Council support is important as long they make fair decision and with people's support. Council have an idea how it will work.	Noted.
9636	Partnering and following the lead of Aboriginal people	Noted.
9635	Highlight Aboriginal areas of significance. Name council spaces sport grounds with appropriate Aboriginal names	Noted. Brimbank City Council's Place Naming Policy 2023 outlines that Council naming proposals may be considered in line with Council's safety and equity policies including the Reconciliation Action Plan. Additionally, through RAP commitments, Council aims to incorporate acknowledgements of Traditional Custodians in all place name signage (Final Draft RAP key deliverables: 7.1 and 8.7).

Question 15: How would you like to see Council support reconciliation and self-determination in the longer-term?

Submitter ID#	Submitter Response	Council Officer Response
9929	Create management roles across all departments for Aboriginal and Torres Strait Islander people. Have an Aboriginal and Torres Strait Islander Unit like other Councils. Having Aboriginal and Torres Strait Islander people sit at the table, listening to their input and taking it on board not dismissing it. Employ Aboriginal and Torres Strait Islander people in HR to design culturally safe HR processes and promote cultural safety of the organisation.	Noted. Council is commitment to supporting access to equitable employment opportunities for Aboriginal and Torres Strait Islander peoples. Several deliverables that will support this outcome are committed to within the RAP (Final Draft RAP Action 11). Additionally, a designated First Nations Lead role has been created to guide the successful implementation of RAP deliverables across the organisation. Changes throughout the RAP has been made to reflect this.

Submitter ID#	Submitter Response	Council Officer Response
	Reflect on your recruitment strategies and how culturally appropriate they are.	
9827	With a budget of $0.	Noted.
9823	By ensuring that Aboriginal people are not forgotten when it comes to the delivery of other services not typically considered under RAPs, so that they're consulted or their advice sought on a range of other, non-RAP initiatives, e.g. water policy, street naming, etc.	Noted. Council Officers across the organisation will continue to consult with the Brimbank Aboriginal and Torres Strait Islander Consultative Committee and Traditional Custodians.
9820	Creating opportunities for Aboriginal and Torres Strait Islander community for example Brimbank council should use funds for scholarships for First Nation students who want to study at University undergraduate, postgraduate or Tafe as well as create pathways within Council. Having a zero tolerance policy for racism, ensure there a supports in place for Aboriginal and Torres Strait Islander staff and community.	Noted. While education is the domain of the State Government, Council is commitment to supporting access to equitable employment opportunities for Aboriginal and Torres Strait Islander peoples within its workplace. Several deliverables that will support this outcome are committed to within the RAP (Final Draft RAP Action 11). Noted. Council maintains a zero policy for violence and racism. Further Council's commitment to develop and implement an anti-discrimination policy will support this outcome (Final Draft RAP key deliverable: 4.2).
9815	My main comment is to encourage Council to think about how to build substance into local Aboriginal history and to use actively in the reconciliation process that is enhancing the value of knowing the local Aboriginal history better. This is related to the idea of truth telling and as Brimbank does have places of significance (as outlined in part 4 of the draft), knowing more about this and what happened around 200 years ago can help ground the idea of reconciliation at a local level. This would mean working with the Traditional Owners groups, historical societies and others to tell the story as accurately as possible. The main aim of doing something like this is that you could put more substance into what is covered in Part 4 of the RAP –for example it is not true that Aboriginal people have a more a 65k year connection to this place; it is estimated that people have been on the continent for 65k years and that the first arrivals were probably on land now under the ocean in northern WA. Over thousands of years people gradually spread across the continent and local evidence varies and suggests first peoples were living in this part of Victoria from either around 30k years ago (suggested in the RAP) or from what I	Noted. Council is committed to supporting truth-telling and several commitments within the RAP will support this (Final Draft RAP Actions 5 and 6 and 7).

Submitter ID#	Submitter Response	Council Officer Response
	remember on the Keilor skull around 12-15k years ago. Not that it matters much, it is a long time. I guess in broad terms something like this is targeted at local residents and particularly schools were there are opportunities to visit places and immerse in what the past may have been.	
9752	Self-determination strategy. The RAP has become too specific and rigid, and doesn't allow for community actions or needs to be prioritised and more simply put. The VALGS should be considered. There are some examples now of Council's implementing these recommendations. This work has always been important and yet has become urgent following the referendum result. Brimbank has seen good examples of this success, for example Cooinda. You have trusted community to lead and guide as it can, and now working together to support self-determination of this in the longer-term.	Noted. An edit has been made to the wording of an existing deliverable within the RAP to better illustrate Council's ongoing commitment to strategically consider Council's role and approach in advancing reconciliation and self-determination alongside the Brimbank Aboriginal and Torres Strait Islander Consultative Committee (Final Draft RAP key deliverable: 1.3). This deliverable aims to support Council to consider alternative frameworks or approaches, such as the Victorian Aboriginal and Local Government Strategy.
9675	Not sure.	Noted.
9653	Just don't do it. It's wrong	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9652	Continue to involve local parks and meeting areas to best allow community members to gather together as one.	Noted. A change has been made to the Final Draft RAP to support this outcome (Final Draft RAP key deliverable: 6.7).
9647	The aim should be full integration and acceptance into the reality of the world that we live in, away from tokenism and activism to meaningful contributions to the wider community through teaching (for example teaching all of the community on indigenous culture) small businesses, professional qualifications and work.	Noted. Council remains committed to support truth-telling and capacity building.
9646	It would be good to have the plan be an ongoing thing that is constantly updated and is able to cover the whole of council. It would also be great to have a councillor or two have it as part of their portfolio	Noted. Council's RAP utilises the Reconciliation Australia RAP Framework. In line with this framework, Council's RAP is a two year term and is a whole of organisation plan. Each year, a Councillor is appointed to Chair the Brimbank Aboriginal and Torres Strait Islander Consultative Committee.
9645	Be more inclusive and less bias and policy driven. You're putting a policy in place which Brimbank residents will be bound by, which does not fairly represent our community.	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.

Submitter ID#	Submitter Response	Council Officer Response
9644	Start with young school children if you want to make real change.	Noted.
9642	Unity something that councillors can't understand. Not making one culture better than the other. Encourage going to school, joining activities like sport, hobbies etc. Workshops especially with the older generation to learn skills and interact with people. Support job innovation. Encourage Businesses to employ & train all people to improve self-worth and have better living standards.	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9641	Refer above.	Noted.
9638	As above.	Noted.
9637	Very affective.	Noted.
9636	Strong advocacy. Being very public in support	Noted. Council will maintain strong advocacy and public support of reconciliation.
9635	Unsure.	Noted.

Question 16: Do you have any further comments about the draft Innovate 2024-2026 Reconciliation Action Plan?

Submitter ID#	Submitter Response	Council Officer Response
9929	Ensure there is cultural leave for Aboriginal and Torres Strait Islander staff similar to VACCA and Victoria University. Cultural leave includes Sorry Business and cultural event day leave to attend NAIDOC events such as NAIDOC March, exhibitions. VACCA also provides a Christmas bonus day leave.	Noted. Council's Enterprise Agreement does support cultural and ceremonial leave. Opportunities to strengthen the Enterprise Agreement are referred to future enterprise bargaining process.
9827	This seems fuelled mostly by white guilt, and more about patting yourself on the back and calling yourself good people than actually helping anyone.	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9823	I've become aware of other LGAs sustaining programs for Aboriginal youth centred on the propagation and planting of indigenous flora and the rehabilitation of local landscapes and waterways in such a way that builds opportunities both to work and build a career in ecological or cultural management, but also to connect and care for Country in ways that also benefit the broader community and the environment. Considering that Brimbank is home to some of Victoria's most threatened flora and once had plants that could sustain generations upon generations of Aboriginal	Noted. Council is committed to developing an Aboriginal and Torres Strait Islander recruitment, retention and professional development strategy that aims to consider and respond to strategic workforce and community opportunities (Final Draft RAP key deliverable 11.3).

Submitter ID#	Submitter Response	Council Officer Response
	Victorians, it may be an idea worth borrowing.	
9815	Working with other Councils in the West, over the long run and across many aspects of Council activities, will also help with addressing service related matters.	Noted. Council is committed to collaborating with Council's across the western region to support community outcomes (Final Draft RAP key deliverable: 1.8).
9752	Contact details for RAP should be a First Nations identified position or team.	Noted. A change has been made to the Final Draft RAP to include contact details of Council's First Nations unit.
9698	Before governments spend more taxpayer money on some good old fashioned tokenism, please be mindful of what major issues most Australians are facing at this current time.	Noted. Council has responsibly considered budget implications in the development of the Draft RAP. All deliverables proposed in the Final Draft RAP are responsive to Council's obligations under the Human Rights Charter, and are considered important in advancing reconciliation.
9653	It's racist	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9652	Yes stop trying to divide people, stop with the racism.	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9649	It is all about Virtue signalling and I'm sure there is more important things to spend Rate payer's money on.	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9645	If the Council is going to implement this plan as it stands, what is/has the cost the community? Is there any plan to continue this diversity engagement for the remaining cultures of Brimbank?	Noted. Council has responsibly considered budget implications in the development of the Draft RAP. All deliverables will be completed within existing budgets. Should a need for change arise, this will be referred to future annual Council budget planning process. More broadly, Council remains committed to ongoing community engagement and opportunities are made available on Council's website.
9644	Treat ever Australian the same not matter your back ground.	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9642	Dictating and spending public money on what you want people to feel. People want unity not hate. That's both ways.	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9641	Let's have one Australia all equal under one flag.	Noted. The proposed actions support Council's obligations to promote and protect human rights under the Human Rights Charter.
9638	There are more pressing issues for residents of Brimbank.	Noted. Council maintains committed to embracing the diversity of the Brimbank community and responding to diverse

Submitter ID#	Submitter Response	Council Officer Response
	Council should focus on making Brimbank a better place to live for all residents not a very small minority	localised needs through the Council Plan and other responsive strategies. The proposed actions outlined in the Final Draft RAP has been responsibly considered and will support Council's obligations to promote and protect human rights under the Human Rights Charter.
9634	Under 11.2 Respect, Point 8. When the protocol is considered for the Acknowledgement of Country, please consider that an individual should be able to customise the acknowledgement to make it personal as sometimes it's just read out without thinking about it. I.e. when in a zoom meeting the person reading it out should also acknowledge if at the time they are on another 'country'. We have staff who are not always located in Brimbank during the meeting. It's up to the person who is reading out the acknowledgement to know the name of the RAP they are on. More education and understanding of its importance is required across the organisation as 'acknowledgement' is the starting point of all understanding.	Noted. Council's commitment to develop a cultural protocol document and support staff to understand the purpose and significance behind cultural protocols, including Acknowledgement of Country will support this outcome (Final Draft RAP key deliverables: 8.1 and 8.2).

3. Internal Stakeholder Engagement

Overview and Outcome Summary

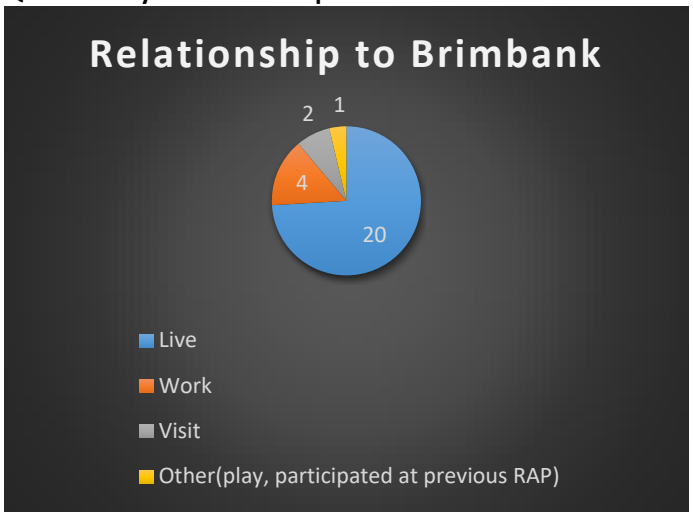
Throughout the consultation period, internal stakeholders were invited to share their feedback on the Draft RAP, either by completing the Your Say survey online, or direct contact to Community Strengthening & Social Planning department.

Several stakeholders asked questions and provided feedback. Themes of feedback that supported final edits to the Final Draft RAP were:

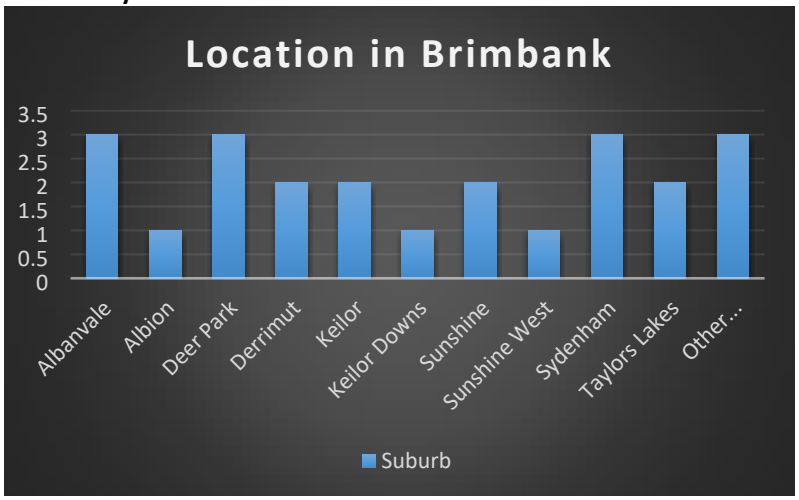
- The organisation requires an identified leadership position that can be available to support Council Officers across the organisation with culturally-appropriate advice and support to build cultural competence and confidence.
- Changes to timelines and or responsible owner/supporting roles of key deliverables within the RAP are required to support realistic and effective achievement.
- The intent of key deliverable 1.3 has been lost due to multiple edits. This deliverable aimed to support Council's strategic thinking and planning about the future of its effort to support reconciliation, self-determination and truth-telling following the referendum outcome. Required rewording to support clarity and effective implementation.
- Minor formatting edits required i.e. missing full stops, commas, one or two words etc.

- Remove acronyms as not everyone understands them.
- The Local Aboriginal Network no longer exists, therefore action 1.8 needs to be updated. Also opportunity to include Koorie Network that Council of which Council already engages.
- It will be difficult for a group (Reconciliation Working Group) to be the lead of deliverables. Suggest these actions should have a specific role that can be held accountable.
- Deliverable 6.6 is not related to procurement. Update wording to support accuracy of what is to be delivered.
- A specific start and end date to RAP's is required under the Reconciliation Framework. Council should launch the RAP in June (following Council endorsement). Need to allow time to plan and deliver a launch event without negatively impacting other actions/deliverables. Officially start the RAP in July – two year period as per framework.
- Deliverable 13.3 aims to supports Action 11. Relocate to align with Action 11.

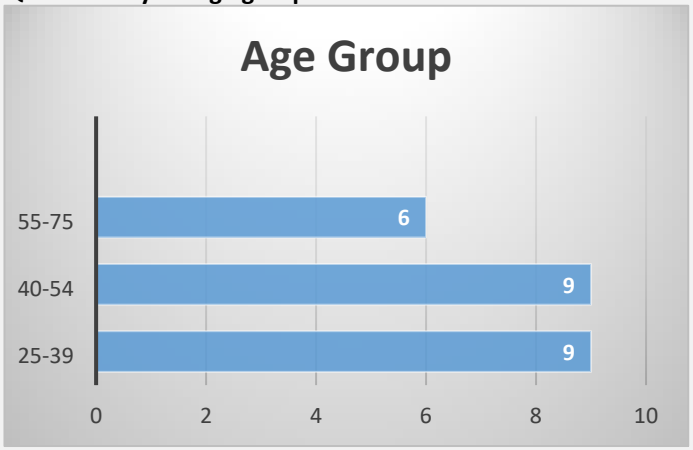
Q.1 What is your relationship to Brimbank?



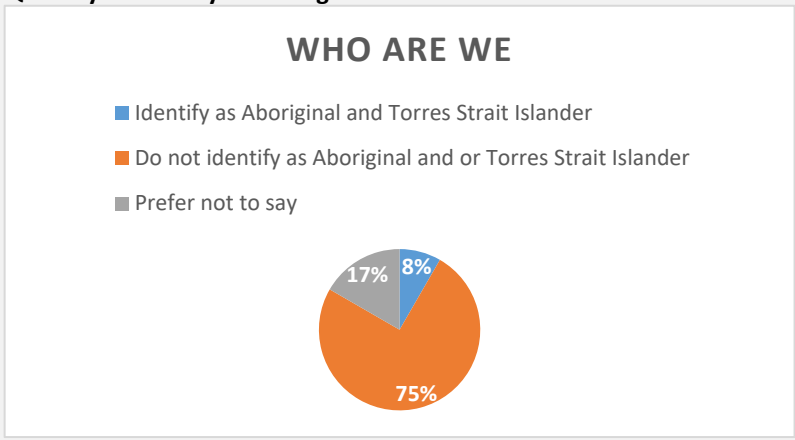
Where do you live in Brimbank?



Q.2 What is your age group?



Q.3 Do you identify as Aboriginal and Torres Strait Islander?



Brimbank Aboriginal and Torres Strait Islander Consultative Committee Terms of Reference

1 Purpose

1.1 The purpose of the Brimbank Aboriginal and Torres Strait Islander Consultative Committee (the Committee) is to provide Brimbank City Council (Council) with knowledge and advice on issues facing Aboriginal and Torres Strait Islander communities, and to oversee the development and implementation of Council's Reconciliation Action Plan (RAP) and Council's strategic direction in advancing Aboriginal and Torres Strait Islander reconciliation, self-determination and safety in Brimbank.

2 Objectives

2.1 The Committee's objectives are to:

- Share insights about the needs and opportunities of Aboriginal and Torres Strait Islander communities in Brimbank to help inform priorities for discussion.
- Provide advice about the implementation of Council's Reconciliation Action Plan (RAP) deliverables and Council's strategic direction to advancing reconciliation, self-determination and cultural safety in Brimbank.
- Contribute to and oversee the development, implementation and reporting phases of Council's RAP.
- Provide feedback and advice to Council on its policies, strategies, plans, services, projects, events that impact Aboriginal and Torres Strait Islander communities.
- Provide feedback and advice to Council about how to promote the benefits of the diverse Aboriginal communities, strengthen cultural competence, and enhance understanding about the barriers to equality facing Aboriginal and Torres Strait Islander communities.
- Provide advice to Council in relation to its communication, engagement and consultation with Aboriginal and Torres Strait Islander communities.
- Advocate on behalf of Aboriginal and Torres Strait Islander communities; providing advice on matters to inform advocacy to other levels of government.
- Provide feedback or advice on funding, collaboration or partnership opportunities.

3 Extent of Authority

3.1 The Committee acts in an advisory capacity to Council and is not a committee established by Delegated Committee in accordance with section 63 of the *Local Government Act 2020*.

3.2 The Committee does not exercise any power of Council.

3.3 The Committee has no power to commit Council to any decision or action.

3.4 The Committee has no power to direct Council officers in their duties.

3.5 Decisions that require formal Council consideration will be referred to the appropriate Council department via the Council Officer in attendance at the meetings.

4 Code of Conduct

4.1 All members will:

- Act with integrity and treat others with respect.
- Have equal opportunity to participate in the committee discussions.
- Exercise due diligence and reasonable care.
- Not make improper use of their position or make improper use of information acquired because of their position.
- Support colleagues to raise issues or problems and have them dealt with in an honest and respectful manner.
- Provide constructive feedback or complaints to the Advisory Committee via the Executive Support Officer prior to raising it at a committee meeting.

4.2 All members are required to refrain from all forms of violence, which includes lateral violence, bullying and harassment.

4.3 All members will commit themselves to functioning in an environment that creates and extends opportunities for

- Respectful, tolerant, collaborative and courteous communication.
- Open communication without fear of retribution.
- Develop an understanding of knowledge transfer of the community needs.
- Be open to build the capacity of the Brimbank Aboriginal and Torres Strait Islander community.
- Developing relationships and building partnerships.

4.4 Committee members who are Councillors will comply with the Councillor Code of Conduct.

4.5 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.

4.6 Committee members who are not staff members or Councillors 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.

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4.7 The Chair and Co-Chair have the ability to provide a verbal warning and or discontinue a meeting if they deem any non-staff or non-Councillor member is engaging in behaviours that do not meet the required standards.

4.8 Members can report breaches of the Code of Conduct to the Chair or Co-Chair.

4.9 The Chair and Co-Chair or delegated Senior Officer are to act if there are breaches of the Code of Conduct by issuing: a verbal warning, followed by a written warning and then expulsion of membership if behaviour/breach is not addressed satisfactorily.

5 Conflicts of Interest

5.1 The Committee will recognise that members will have different obligations and methods of disclosure under the *Local Government Act 2020* and the Brimbank Governance Rules.

5.2 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* and the Brimbank Governance Rules.

5.3 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* or the Brimbank Governance Rules 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.

5.4 A Committee member who is not a relevant person under the *Local Government Act* will disclose any potential or perceived conflict of interest to the Chair and Co-chair on appointment to the Committee and on an ongoing basis and identify the relevant item of the agenda for which the Conflict exists.

5.5 Committee members must absent themselves from discussions in relation to matters which they have disclosed a conflict of interest.

5.6 Committee members must not improperly seek to confer an advantage or disadvantage, and avoid conflicts between their Committee role and their personal and/ or professional interests and obligations.

6 Membership

6.1 The Committee will comprise of the following members:

- a total of up to nine (9) members consisting of Aboriginal, Torres Strait Islander and non-Aboriginal community representatives, who have a significant role in supporting the Aboriginal and Torres Strait Islander community and a commitment to reconciliation in Brimbank. This includes up to up to five (5) members that are Aboriginal and/or Torres Strait Islander community members, of which one is appointed as Co-Chair; and up to two (2) members that are community members with a demonstrated commitment to reconciliation.
- Two (2) Councillors, of which one is appointed as Chair.
- Council Officers (Director Community Wellbeing, Manager Community Strengthening and Social Planning, First Nations Lead and Reconciliation Officer) – ex officio members.

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- The Chair and the Co-Chair, in consultation with the Committee, may co-opt additional members on an ex-officio basis where specific skills or experience will assist the work of the Committee.

6.2 The Council officer positions do not hold voting rights.

7 Recruitment

7.1 Council will appoint Councillor representative/s to the Committee.

7.2 Members will be selected via an Expression of Interest process and approved by the Committee. Selection will be based on demonstration of the following:

- Knowledge and understanding of Aboriginal and Torres Strait Islander communities.
- An interest and involvement in local and/or broader Aboriginal and Torres Strait Islander community affairs, advocacy and networks.
- An interest and understanding of local government services and programs from an Aboriginal and Torres Strait Islander community perspective.
- Direct links to the local Aboriginal and Torres Strait Islander community and/or organisations.
- Experience and/or understanding of the role of a consultative committee.
- Willingness to participate in a consultative capacity.
- Acceptance of the Terms of Reference.

7.3 The Committee membership will be reviewed every two years.

7.4 The majority of members will be Brimbank Aboriginal and Torres Strait Islander residents, however participation is open to non-Aboriginal residents with a demonstrated commitment to reconciliation and non-residents who are Traditional Custodians from this area.

7.5 Each member of the Committee is selected for their individual expertise and not as a representative of any group or organisation.

7.6 Members are free to resign at any time. Previous nominations may be considered to fill the vacancy. An Expression of Interest (EOI) process will be undertaken if there are no previous nominations that meet the criteria.

7.7 Other Councillors, Council Officers, consultants and representatives from external organisations or community representatives may be invited to attend meetings to present, or respond to, agenda items on an ex-officio basis only for the purpose of providing relevant information and advice on matters being considered by the Committee.

8 Procedures

8.1 The Committee will be led by a Chair and a Co-Chair, whose role is to:

- Guide the meeting according to the agenda and time available.
- Ensure all discussion items end with a decision, action or definite outcome.
- Ensure the meetings are culturally safe and there is respect for Aboriginal cultural connections.

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- Acknowledge and value the diverse views of members.
- Invite specialists to attend meetings as required.
- Listen to and represent the views of the committee by acting as the bridging link between the Council and the committee.
- Act as an advocate on behalf of the Committee on recommendations presented at Council.
- Review and approve the agenda and minutes before distribution.
- Give one week's notice to the Executive Support Officer if they are unable to attend.
- Assist members to abide by the Code of Conduct and act if there are breaches by issuing: a verbal warning, followed by a written warning and then expulsion if behaviour/breach is not addressed satisfactorily.

8.2 The role of Council is to:

- Update Brimbank Aboriginal and Torres Strait Islander Consultative Committee on Aboriginal and Torres Strait Islander actions in policy/plan documents and decisions relating to community.
- Assign a specific officer as the Executive Support Officer. Once assigned, the Council Officer will:
- Act as the key contact for all members.
- Provide secretariat support, including scheduling meetings, arranging meeting rooms and/or remote access, preparation and distribution of agendas, taking and distribution of meeting minutes, and follow up on actions.
- Seek member input regarding agenda items for meetings, in discussion with the Chair and Co-Chair.
- Provide access to objective, relevant and timely information to inform the participation of members between meetings.
- Support individuals to access reasonable support to enable meaningful and informed engagement.
- On request, provide assistance for members to effectively participate in meetings, including reasonable costs of transport and catering.
- Ensure Recommendations made by the committee are presented to Council.
- If unavailable, the Council officer will arrange for a suitable substitute to perform the duties.
- Provide a Delegates Report to Council that provides a summary of key points discussed at each Committee meeting.

8.3 The role of Community Members is to:

- Guide Council in the understanding of Aboriginal and Torres Strait Islander communities and cultural obligations.

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- Guide Council in local and/or broader Aboriginal and Torres Strait Islander community affairs, advocacy and networks.
- Support Council to link into the local Aboriginal and Torres Strait Islander community and/or organisations.
- Share insights about the needs and opportunities of Aboriginal and Torres Strait Islander communities in Brimbank to help inform priorities for discussion.
- Provide advice about the implementation of Council's Reconciliation Action Plan (RAP) deliverables and Council's strategic direction to advancing reconciliation, self-determination and cultural safety in Brimbank.
- Contribute to and oversee the development, implementation and reporting phases of Council's RAP.
- Provide feedback and advice to Council on its policies, strategies, plans, services, projects, events that impact Aboriginal and Torres Strait Islander communities.
- Provide feedback and advice to Council about how to promote the benefits of the diverse Aboriginal communities, strengthen cultural competence, and enhance understanding about the barriers to equality facing Aboriginal and Torres Strait Islander communities. This includes but is not limited to its approach to acknowledging or celebrating dates of significance that impact Aboriginal and Torres Strait Islander communities.
- Provide advice to Council in relation to its communication, engagement and consultation with Aboriginal and Torres Strait Islander communities.
- Advocate on behalf of Aboriginal and Torres Strait Islander communities; providing advice on matters to inform advocacy to other levels of government.
- Provide feedback or advice on funding, collaboration or partnership opportunities.

9 Meetings

9.1 The Committee will meet quarterly for approximately two (2) hours, or as required based on priority.

9.2 Every meeting will begin with an Acknowledgement of Country.

9.3 Meetings will be held outside of usual business hours, unless otherwise agreed to by the Committee.

9.4 The location of meetings will be determined by the Committee.

9.5 Meetings will be rescheduled should there be Sorry Business in the community that affects majority of the Committee members.

9.6 Council officer will provide secretarial support to the Committee.

Minutes and Agendas

9.7 Agendas will be distributed one week prior to the meeting.

9.8 Minutes will be distributed within two weeks of the meeting being held.

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9.9 The Committee will be required to endorse the minutes as a true and accurate record at the commencement of the next meeting.

Sub committees

9.10 The Committee may establish sub committees as required and will:

- Determine purpose, membership and intended outcome.
- Duration and reporting process.

Quorum

9.11 A meeting will become an official Committee meeting once a quorum attends the meeting. The quorum for the committee is one Councillor plus half of the Aboriginal and Torres Strait Islander community members.

Absences

9.12 Committee members must advise the Council Officer if they are unable to attend a meeting.

9.13 If a Committee member is on Sorry Business and has instructed that the meeting proceeds without them, the meeting will acknowledge the member's absence.

Attendance by non-members

9.14 Meetings are not open to the public.

9.15 Non-members may attend at the invitation of the Council Officers in consultation with the Committee.

Support to participate in meetings

9.16 Aboriginal and Torres Strait Islander Consultative Committee members will be supported in various ways to attend the meeting.

9.17 Aboriginal and Torres Strait Islander Elders will be offered an agreed remuneration to acknowledge and value their cultural knowledge, wisdom, advice and guidance offered.

9.18 All other committee members' participation in the Committee is on a voluntary basis and are entitled to reasonable support to enable meaningful and informed engagement. To allow for diverse participation, and considering the various circumstances of members, Council can support participation of members through provision of assistance, including but not limited to: Hearing loops, Translators, Provision of refreshments at face-to-face meetings, Transport vouchers, Child care reimbursement.

9.19 Individuals seeking support to participate are asked to contact the Executive Support Officer as soon as possible and prior to the meeting to discuss individual needs.

9.20 Committee members will be reimbursed 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.

9.21 Staff members are entitled to be remunerated for their time spent on Committee activities as per their current employment agreement.

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9.22 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.

10 Confidentiality

10.1 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.

10.2 The Councillor/Chair of the Committee is the media spokesperson.

10.3 Member email addresses provided to the Executive Support Officer will be shared with other members of this Committee for the purpose of organising meetings and distributing shared information. Names of Committee members will be published in on Council's website. Under any other circumstances, permission will be sought from individual members before personal information is shared with any other Council staff or third party.

11 Review

11.1 The Terms of Reference will be reviewed and adopted by Council.

12 Schedule - Documents Incorporated by Reference

12.1 Committee members will comply with the policies and protocols included in the Documents Incorporated by Reference.

- Brimbank Reconciliation Action Plan 2024-2026
- Together We are Brimbank Plan, incorporating the Council Plan 2021 – 2025, Community Vision 2040 and the Municipal Public Health and Wellbeing Plan.
- Brimbank City Council Employee Code of Conduct
- *Local Government Act 2020*
- Brimbank Governance Rules
- In the Public Interest: A conflict of interest guide for councillors, delegated committee members and council staff

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13.10	**Final Draft Sports Facility Hire, Licences and Leases Agreement Policy 2024**
Directorate	Community Wellbeing
Director	Lynley Dumble
Manager	Ashley Fleming
Attachment(s)	1. Final Draft Sports Facility Hire Licences and Leases Agreement Policy 2024 [**13.10.1** - 11 pages] 2. Final Draft Operational Guidelines for Sports Facility Hire Licences and Leases Agreement [**13.10.2** - 10 pages] 3. Community Consultation Report Draft Sports Facility Hire Licences and Leases Agreement [**13.10.3** - 4 pages]

Purpose

For Council to consider adoption of the final draft Sports Facility Hire Licences and Leases Agreement Policy 2024 at **Attachment 1** and associated final draft Guidelines at **Attachment 2** to this report.

Officer Recommendation

That Council:

a. Having considered submissions received on the draft Sports Facility Hire Licences and Leases Agreement Policy 2024 (draft policy), adopts the final draft Sports Facility Hire Licences and Leases Agreement Policy 2024 at Attachment 1 and associated final draft guidelines at Attachment 2 to this report.

b. Writes to submitters thanking them for their submissions on the draft Sports Facility Hire Licences and Leases Agreement Policy 2024 and advising of Council's decision.

Background

The Sports Facility Development Plan (SFDP) was reviewed and updated in 2016, 2018 and again more recently in 2023. An action identified in 2023 SFDP was to review and update Sports Facilities Leases and Licences Agreement Policy including reviewing fees and charges and incorporating the Victorian State Government Fair Access Policy and Principles.

The draft Policy has been directed and informed by:

- The need to meet the Fair Access Policy and Principles Roadmap Targets from the Office of Women in Sport by 1 July 2024, to be eligible for future funding from the State Government via Sport and Recreation Victoria.
- Key Principles of the Policy aligning with Brimbank's Community Vision, Council Plan and Municipal Health and Wellbeing Plan, Social Justice Charter and Fairness, Equality and Respect Strategy.
- Review of Depreciated Asset Value for Leases.
- Industry benchmarking.
- Review of License Facility Categories and fees determined by and aligned with facility audits and assessments conducted as part of the Sports Facility Development Plan.
- Review of discounts with the focus of discounts aligning with Fair access Principles to encourage increasing opportunities for women and girls.

At its Ordinary Council Meeting on 19 March 2024, Council resolved

That Council:

*a. Endorses the draft Sports Facility Hire Licences and Leases Agreement Policy 2024 at **Attachment 1** and associated draft guidelines at **Attachment 2** to this report, for a minimum four-week community consultation and invites submissions.*

b. Receives a further report outlining any submissions made on the draft Sports Facility Hire Licences and Leases Agreement Policy 2024 and associated draft guidelines and presenting a Final Sports Facility Hire Licences and Leases Agreement Policy 2024 for consideration for adoption.

Community consultation commenced on 26 March 2024 and closed on 22 April 2024. The process gave the community the opportunity to provide feedback on the draft Policy and Guidelines and was promoted widely to the Brimbank community, including direct emails to sports clubs on numerous occasions.

Matters for Consideration

Analysis

Council received 9 written submissions from community members during the community consultation period.

Overall the feedback received reflects strong community support for the draft Sports Facility Hire, Licences and Leases Agreement Policy 2024 with 6 community responses supporting it and 3 undecided.

Some clarifications were requested regarding club's facilities and their associated fees, with Council officers proving clarifications as requested.

Following consideration of all submissions no changes were made to the Policy and Guidelines.

A small number of grammatical and other minor changes were made based on a further internal review of the draft policy and guidelines. Most notably providing clarity that the policy does not apply to sports facilities managed in house by Council and that any agreements with sports clubs using these facilities will be in line with industry standards.

Further detail on the community feedback received can be found at **Attachment 3** to this report.

Implementation

Following adoption of the final Sports Facility Hire Licences and Leases Agreement Policy and Guidelines, Council officers will work closely with Brimbank sports clubs who have a lease or license with Council to implement the Policy including new fees and charges and related discounts as set out within the Guidelines.

Community Engagement

The proposed draft Policy and associated draft guidelines were made available for a 4 week period for community consultation.

Brimbank Sports Clubs and relevant State Sporting Associations were notified and invited to make submissions.

The draft Policy and associated guidelines were made available on Council's website, and at Council's libraries and customer service centres. In addition, all Brimbank sports clubs were directly emailed on numerous occasions to ensure they were aware of the opportunity to provide feedback.

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 adoption of the updated Policy with outline Councils commitment to ensure that sports club contribute at the appropriate level to the operation of Councils sports facilities whilst also showing the high level of support that Council provides to sports clubs in providing participation opportunities to the Brimbank community.

Financial: significant financial impacts
• The new Policy will result in a slight increase in income from sports clubs, with the final amount determined by the final level of discounts achieved by clubs.

There are no Environmental, Regulatory or Safety risks.

Legislation/Council Plan/Policy Context

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

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
- Sports Facility Development Plan

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.

Sports Facility Hire, Licences and Leases Agreement Policy

June 2024

FINAL DRAFT

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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:

- To provide direction for the ongoing allocation of community sporting facilities and reserves in Brimbank.
- To ensure the fair and equitable access and use of community sporting facilities and reserves to sports clubs within Brimbank in line with the Council's Community Vision, Council Plan and Municipal Health & Wellbeing Plan, Social Justice Charter.
- To ensure optimal use of sporting facilities to meet community needs.
- To facilitate a shared approach to the costs of managing and maintaining sporting facilities through fair and reasonable charges for use.

2 POLICY SCOPE

2.1 This policy covers

This policy is to be used in the ongoing allocation and management of non-staffed Council owned and/or managed sportsgrounds, courts, active playing areas and sporting pavilions by community sports clubs.

Any agreements with sports clubs using sports facilities operated by Council under an in house management structure will be considered on a case by case basis and in line with industry standards.

Any agreements with sports clubs for non-sport related outcomes (e.g. Electronic Gaming Machines) will be referred to the relevant Council Department for consideration in line with the relevant current policy.

2.2 This policy applies to

Council owned and managed facilities allocated to Brimbank Sports Clubs under the following occupancy agreements:

a. Licence Agreements – occupancy of a specified Council facility for a set period of time (e.g. seasonal or annual) that is not intended to grant exclusive use.

b. Lease Agreements – occupancy of a specified Council facility for a set period of time that grants exclusive use.

c. Hire Agreements – issued for the use of a Council facility for a defined activity or event, over a defined regular or one off booking, but predominantly on a casual basis.

2.3 This policy does not cover

a. The application/allocation process for new, acquired or vacated facilities will be managed in accordance with the Community Facilities and Reserves Allocation Policy.

b. Council in house managed facilities including Brimbank Aquatic and Wellness Centre, Sunshine Leisure Centre, Keilor Basketball Netball Stadium and Keilor Public Golf Course.

c. Council will not offer an agreement under this policy to any additional sporting clubs to operate Electronic Gaming Machines (EGM's) on Council land.

d. This policy does not apply to non Brimbank owned or managed land (eg. Sports clubs on private land within Brimbank)

3 DEFINITIONS

For the purposes of this policy, Council adopts the following definitions:

Term	Definition
Community Sporting Facility or reserve.	Means any built facility or active sporting reserve that is used by the community for sports related activity to occur and covers: a. Sporting pavilions b. Sports grounds, courts, greens and active participation areas.

4 STATEMENT OF POLICY PRINCIPLES

4.1 The provision of Council facilities and reserves to community groups and sporting clubs is a key part of local government's role in meeting the community's need through sport, recreation, health and wellbeing activities.

4.2 The provision, allocation and management of these facilities and reserves must be consistent with Council's Vision and Values and in line with the Community and Council Plans.

4.3 The following themes are derived from Brimbank's Community Vision, Council Plan and Municipal Health and Wellbeing Plan, Social Justice Charter. These underpin the Sports Facility Hire, Licences and Leases Agreement Policy:

a. **Affordability** – the policy and fee schedules ensure that sports facilities and activities are affordable so that all sectors of the Brimbank community can afford to participate in sporting activities.

b. **Standard/ Quality** - the fee schedules recognise the size, standard and/or quality of facilities.

c. **Priority of access** - the allocation processes and fee schedules give priority to local, community use above other users.

d. **Participation** – the allocation processes and fee schedules recognise user groups that are involved in community building and development activities and/ or engage people from disadvantaged or marginalised communities regardless of their gender, age, ability, disability, cultural background, sexual orientation/ identity or any other differentiating factors that contribute to the diversity of our

communities.

e. **Time and frequency of use** – the fee schedules recognises the time, extent and frequency of use.

f. **Recognition** – Council acknowledges the significant and important community development role that sports clubs play in increasing the health and physical activity levels of the Brimbank community. Clubs recognise the significant role Council facilities and support contribute to the success of their activities. In recognition of these roles, Council fees are set at a subsidised level that recognises these contributions.

g. **Exclusive/ Non Exclusive Use** – the fee schedules recognise the degree to which facilities are exclusively used by the main tenant or are available for use by other groups.

h. **Clarity** – the processes in the policy and fee schedules are easily understood by users and Council Officers.

i. **Consistency** – the allocation process and fee schedules are consistently applied.

j. **Efficiency** – the policy and fee schedules are easy to administer.

k. **Partnership** – Both Council and clubs recognise the importance of the partnership they have in the delivery of sport and recreation opportunities to the Brimbank community.

4.4 This policy will consider the Victorian State Governments Fair Access Policy and Principles to promote gender equality to create better and fairer outcomes.

1. Community sports infrastructure and environments are genuinely welcoming, safe and inclusive.
2. Women and girls can fully participate in all aspects of community sport and active recreation, including as a player, coach, administrator, official, volunteer and spectator.
3. Women and girls will have equal access to and use of community sport infrastructure.
4. Women and girls should be equitably represented in leadership and governance roles.
5. Encourage and support all user groups who access and use community sport infrastructure to understand, adopt and implement gender equitable access and use practices.
6. Prioritise access, use and support to all user groups who demonstrate an ongoing commitment to gender equitable access and use of allocated community sport infrastructure.

5 SPECIFIC REQUIREMENTS

5.1 Clubs will be offered an appropriate agreement and tenure based on their past history, the requirements of the sport and Council's plans for the facilities. Clubs have the right to request a review of this decision by the Manager Leisure and Community Facilities. Each type of agreement (Hire, Licence or Lease) will clearly identify the responsibility of the allocated club for building and facility maintenance and management.

5.2 Applicants will be required to provide information as a part of their application that will allow Council officers to make an assessment using the following set criteria as to the suitability and sustainability of the applicant group:

a. History of tenancy.

b. Capacity of Facility.

c. All information and supporting documents submitted.

d. Ability to provide sporting activities that benefit and engage with the community.

e. Applicant's alignment with Council's Community Vision, Council Plan and Municipal Public Health & Wellbeing Plan, Social Justice Charter and Fairness, Equality and Resect Strategy.

5.3 Licence and Lease Agreements will only be offered to clubs that meet set operational criteria in accordance with the guidelines including being affiliated with their respective State Sporting Association or Peak Body, being debt free to Council and being incorporated.

5.4 Council will manage agreements to ensure that the terms and conditions of the agreements are being adhered to.

5.5 Council reserves the right to suspend or terminate an occupancy agreement if it has good cause including, but not limited to:

a. The club has breached the terms and conditions of the occupancy agreement.

b. The club has failed to pay their fees or utility bills.

c. The club has refused or ignored a reasonable request to share their facility.

d. The club fails to provide information requested by Council by the designated timeframe.

e. The club fails to provide participation opportunities to the wider community including females, juniors, Culturally and Linguistically Diversity Groups, LGBTQIA+, people with a disability, Indigenous Australians and older adults.

5.6 Licence Agreements

a. Seasonal Licences are to be offered for a period of 6 months and Annual Licences a period of 12 months.

b. Playing fields and pavilions operated on licences will, where practical, be available for casual use via a Hire Agreement by schools and other not for profit groups located in Brimbank.

c. Fees and charges for use of Council sporting pavilions and playing fields operated via a licence will be calculated annually according to a formula linked to the standard of facilities identified below and as outlined in the guidelines.

Table 1 - Playing field categories

Category	Licence Fee per annum
A	$1,500
B	$1,200
C	$900
Defined Open Space	$400

Table 2 - Pavilion categories

Category	Licence Fee per annum
A	$3,000
B	$2,400
C	$1,800

Note: Licence Fees detailed in Table 1 and Table 2 above will be increased by CPI on an annual basis.

d. Clubs will generally be charged for the amount of time they are allocated a facility and are eligible for discounts up to a maximum of 80% on their fees and charges if they meet Council's community, fair access/gender equality and sports development objectives in accordance with the guidelines as amended from time to time.

5.7 Lease Agreements

a. Leases are to be offered for a period of three (3) years, with a further two three (3) year options at Council's sole discretion.

b. Fees and charges for leased facilities will be calculated by a formula that allocates 0.8% of the depreciated pavilion asset value and adds this to an amount for each sports playing surface as outlined below in Table 3.

Table 3 - Playing Surface Fees

Playing Surface	Fee per surface
Tennis Court	$150 per court
Bowls Greens	$150 per green
Bocce Piste	$75 per piste
Defined open space	$400

c. The fee will be set at the signing of the agreement and increase annually by CPI for the term of the agreement. The fees and how they are calculated will be reviewed by Council at the end of each 3 year term.

d. Clubs are eligible for discounts up to a maximum of 80% on their fees and charges if they meet Council's community, fair access/gender equality and sports development objectives in accordance with the guidelines as amended from time to time.

5.8 Hire Agreements

a. Hire agreements are to be offered for a definedactivity/event and are on a casual basis.

b. There will be no charge for Brimbank schools and not for profit organisations when hiring natural turf sports facilities in Brimbank.

c. Any activity that derives income or requests a fee for use will be charged as per Council adopted fees and charges.

6 ROLES AND RESPONSIBILITIES

6.1 Chief Executive Officer

Chief Executive Officer is responsible for:

- This policy will be implemented using the Sports Facility Hire, Licences and Leases Agreement Policy Guidelines as approved by the Chief Executive Officer, which may be reviewed from time to time.

6.2 Director Community Wellbeing

Director of Community Wellbeing is responsible for:

- Overseeing the implementation of this Policy and the related Sports Facility Development Plan.

6.3 Manager Leisure and Community Facilities

Leisure Community Facilities Manager is responsible for:

- Review decisions made in relation to agreement and tenure offered to Sports Clubs.

7 POLICY OWNERSHIP

Responsible Director: Director Community Wellbeing

Responsible Officer: Manager Leisure and Community Facilities

Directorate: Community Wellbeing

Unit: Sport and Recreation

8 APPROVAL

Approved by: Council

Date:

9 RELATED POLICIES & LEGISLATION

Community Facilities and Reserves Allocation Policy Community Consultation Policy

Sports Facility Development Plan

Community Facilities Capital Contributions Policy

Fairness, Equality and Resect Strategy

Fair Access Policy Roadmap and Principles (State Government Victoria)

1

INTERNAL USE ONLY

TIP: Record minor revisions as a new sub version (e.g. 1.2, 1.3, etc.) and record major revisions as a new version (e.g. 1,2,3, etc.).

Version	Version notes	Adopted	Review
1			
2			
3			

Brimbank City Council

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Hearing or speech impaired?

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Attachment 2

SPORTS FACILITY HIRE, LICENCES AND LEASES AGREEMENT POLICY

FINAL DRAFT OPERATIONAL GUIDELINES

The Sports Facility Hire, Licences and Leases Agreement Policy will be implemented using the following guidelines to ensure the aims of the policy are met.

1.0 TYPE OF AGREEMENT AND TENURE

Council's sporting facilities will be allocated as follows:

a. Sporting clubs that share a playing field(s)/pavilion(s) or play on a seasonal basis will be offered a seasonal licence agreement for a period of 6 months. Summer Allocations will run from 1 October to 31 March and Winter Allocations from 1 April to 30 September.

b. Sporting clubs that are sole users of a sporting field/pavilion and/or use the fields/ pavilion for a time period greater than 1 season (6 months) during the year will be offered an annual licence for a period of 12 months.

c. Sports Clubs that act as 'parent bodies' will be offered a lease of the pavilion for a period of 3 years with two 3 year options at Council's sole discretion.

d. Sports clubs that have previously been on a lease and/or are a sole tenant of a facility with exclusive use will be offered a lease for the facility (e.g. Tennis clubs) for a period of 3 years with two 3 year options at Council's sole discretion.

e. Casual users will be provided with a hire agreement for a defined activity at a defined time.

2.0 CATEGORISE LICENSED FACILITIES

2.1. All Council sporting pavilions and playing fields operated via a licence agreement will be categorised on an annual basis according to their standard. This will be achieved by:

a. Development of categories that differentiate between the standard of playing fields and pavilions within Brimbank.

Sportsgrounds Categories

Sports grounds are classified into one of three categories (A, B and C) with 'A' being the highest quality ground (charged at the highest rate) and 'C' being the lowest standard ground (charged at a lower rate).

These classification categories are determined by facility audits and assessments conducted for the development of the Sports Facility Development Plan which include:

- Condition of Sportsground.
- The presence and standard of sportsground irrigation
- The presence and standard of underground drainage system.
- Presence of sportsground lighting and it meeting competition standard

Pavilion Categories

Pavilions are classified according Quality of Facilities and meeting Council's Minimum Standard with 'A' being the highest quality pavilion meeting most minimum Standards (charged at the highest rate) and 'C' being the lowest quality pavilion and not meeting of the Minimum standards.

These classification categories are determined by facility audits and assessments conducted for the development of the Sports Facility Development Plan which include:

- The Condition of the buildings and associated amenities.
- The number and standard of amenities that meet Council Minimum Standards. (Including: Social room, Change rooms, Kitchen, Storage, Office/Meeting room and First Aid rooms.

b. An assessment has been undertaken on all sporting facilities to determine their initial categories (See Appendix 1 and 2).

c. Annually reviewing and reassessing the category each facility falls into having regard to any capital works projects undertaken at the site.

3.0 APPLICATION, ASSESSMENT AND APPROVAL PROCESS

3.1. Applications for hire agreements can be made at any time on the relevant application form. Licence applications will be requested as follows:

- Annual licences – November/December
- Winter Season Licenses – January
- Summer Season Licenses - August

3.2. Licence Applications must be submitted annually and comprise of a formal application with the following information and documentation supplied as a minimum:

a. Name and contact details of the Liaison Officer for the club;
b. Listing of registered teams;
c. Information on participant numbers;
d. Training Schedule specific to allocation of grounds and times relating to female participation/teams
e. Facilities requested and times;
f. Details of all current Committee Members of the club;
g. Agreement to the Terms and Conditions of the agreement;
h. Copy of current Public Liability Insurance Certificate;
i. Copy of AGM minutes held within last 12 months;
j. Copy of Annual Report from previous year including financial statement as per requirements of *Associations Incorporation Reform Act 2012;*
k. Facility key register providing details of all key holders;
l. Current Business Plan;
m. Copy of current Liquor Licence (if applicable);
n. Copy of current Food Registration Certificate (if applicable);
o. Request for discounts and evidence.
p. Gender Equity Fair Access Plan
q. Name and contact details of nominated Child Safety Officer;

3.3. Clubs on leases must provide the following documentation on an annual basis as a minimum:

- **a.** Name and contact details of the Liaison Officer for the club;
- **b.** Listing of registered teams;
- **c.** Information on participant numbers;
- **d.** Training Schedule specific to allocation of grounds and times relating to female participation/teams
- **e.** Details of all current Committee Members of the club;
- **f.** Copy of current Public Liability Insurance Certificate;
- **g.** Copy of AGM minutes held within last 12 months;
- **h.** Copy of Annual Report from previous year including financial statement as per requirements of *Associations Incorporation Reform Act 2012*;
- **i.** Pavilion key register providing details of all key holders;
- **j.** Current Business Plan;
- **k.** Upon request provide evidence of formal written agreement between club and any commercial coaches or businesses that charge participants a fee for their services;
- **l.** Copy of current Liquor Licence (if applicable);
- **m.** Copy of current Food Registration Certificate (if applicable);
- **n.** Requests for discounts and evidence
- **o.** Gender Equity Fair Access Plan
- **p.** Name and contact details of nominated Child Safety Officer

3.4. Following the closure of the application period, Council's Leisure and Community Facilities Department will assess all applications using the following criteria to determine the allocation of facilities:

- **a.** History of tenancy;
- **b.** Capacity of the facility;
- **c.** All information and supporting documents submitted;
- **d.** Ability to provide sporting activities that benefit and engage with the community;
- **e.** Applicant's alignment with Council's community Vision, Council Plan and Municipal Health & Wellbeing Plan, Social Justice Charter and Fairness, Equality and Respect Strategy.

3.5. Licence and Lease Agreements will not be offered to:

- **a.** Clubs that are not affiliated with their relevant State Sporting Association or Peak Body to ensure clubs are meeting the required standards for operation;
- **b.** Clubs with a debt to Council over 120 days old until the debt is resolved or an approved payment plan is entered into and followed to resolve the debt;
- **c.** Unincorporated bodies and those without the necessary insurance.

3.6. Formal approval and notification of all applicants will be provided in writing once allocations have been approved.

3.7. Keys and access cards will be provided where necessary to provide access to facilities for allocated clubs.

4.0 LICENCE FEES AND CALCULATIONS

4.1. The Fees and Charges for licensed facilities will be as follows:

Pavilion Costs

Category	Licence Fee per annum 2024/25
A	$ 3000
B	$ 2400
C	$ 1800

Sports Grounds Costs

Category	Licence Fee per annum 2024/25
A	$ 1500
B	$ 1200
C	$ 900
Defined open space	$400

4.2. Clubs operating on a licence will be charged for the amount of time they are allocated a facility:

- **a.** If a club solely occupies a pavilion and/or playing field for a full year, it will be charged the full per annum fees for the pavilion and/or playing field.
- **b.** If a club solely occupies a pavilion and/or playing field for a season (half year), it will pay 50% of the per annum fees for the pavilion and/or playing field.
- **c.** If a club occupies a pavilion and/or playing field with one or more other clubs, it will pay a portion of the per annum fee based on its length of use (season or full year) for the pavilion and/or playing field.

4.3. Fees will be calculated by identifying the number of each category facility that is used by the club and adding them together to provide a total fee. Category fees will increase by CPI annually

4.4. Clubs operating on a licence will be able to reduce their fees and charges by a maximum of 80% by applying and meeting the discount eligibility criteria as outline in section 6 as part of the application process.

4.5. Council will invoice clubs the fee minus any discount following the confirmation of the allocation.

4.6. A list outlining the current fees is included in Appendix 1.

4.7. To assist newly developed clubs, they will be eligible for the automatic 80% discount of fees for one (1) year from the date of incorporation.

4.8. Club fees will be reviewed on an annual basis. All components of the club fee will be reviewed including the category of each facility, frequency and type of use and eligibility for discounts.

5.0 LEASE FEES AND CALCULATIONS

5.1. The fees and charges for leased facilities will be as follows:

- **a.** The pavilion fee is calculated as 0.8% of the depreciated asset value.
- **b.** A per playing surface fee will be charged as follows:

Playing Surface	Fee per surface
Tennis Court	$150 per court
Bowls Greens	$150 per green
Bocce Piste	$75 per piste
Defined open space	$400

5.2 The total fee payable will be calculated by adding the pavilion fee to the total playing surface fee for the number of surfaces used. The fee will be set at the signing of the agreement and increase annually by CPI for the term of the agreement. Council will review current Fees and/ or benchmark to meet best practice industry standards.at the end of each 3 year term.

5.3 Clubs operating on a lease will be able to reduce their fees and charges by a maximum of 80% by applying and meeting the discount eligibility criteria as outlined in section 6 requirements.

5.4 A list outlining current lease fees is included in Appendix 2.

6.0 LICENCE AND LEASE DISCOUNTS

6.1. Eligibility Criteria

a. Clubs with a debt to Council over 120 days old until the debt is resolved or has an approved payment plan will not be eligible for any discounts.

b. Clubs will be required to submit all documentation required for Lease and Licence applications and supporting documents by nominated deadline to be eligible for any discount that they qualify for. Failure to provide information may result in receiving a maximum of 30% discount.

c. Clubs that do not attend any nominated Gender Equity Training and Development Sessions run by Council will not be eligible for any discounts.

d. Clubs must have a minimum of 1 Female team or 30% female playing memberships by start by 2025/26 or they can only receive a maximum of 30% discounts off fees.

e. Incorrect information provided to achieve discounts may result in the club being ineligible for any discounts.

f. Clubs that do not provide Gender Equity Fair Access Plan will not be eligible for any discounts

g. To assist in the transition to meeting Fair access Principles Discounts and the costs associated with the new policy all clubs on a lease and licence will automatically receive the 40% discount in the first year (2025) after which they will need to meet the criteria for future year's discounts.

h. Discounts will be reviewed on an annual basis.

6.2. Fair Access Principle Discounts

a. Sports clubs can receive up to 80% discount of Fair Access fees listed below. There is an 80% cap on discounts.

Item	Requirements	Supporting Information Required	Discount	Fair Access Principle
Gender Equity Fair Access Plan	Current Annual Fair Access Plan	Current and Annually Updated Fair Access Plan provided with annual allocation	25%	Relates to all 6 Fair Access and Equitable Use principles.
Formal Participation Opportunities for senior and Junior Females. (only 1 discount level applicable per club)	Level 3 – Club has 6 or more female teams or 50% of Female Participation	Details of teams or membership numbers from past season	15%	Principle 5: Encourage and support all user groups who access and use community sport infrastructure to understand, adopt and implement gender equitable access and use practices.
	Level 2 – Club has 3-5 Female teams or 40% of Female Participation	Details of teams or membership numbers from past season	10%	
	Level 1- Club has 1-2 Female Teams or 30% of Female Participation	Details of teams or membership numbers from past season	5%	

Gender Equity at a committee level	Club has at least a 50% representation of females on the committee.	Details as submitted as part of annual allocation. (Must identify specific roles within the committee eg. President, Junior Co-ordinator, Secretary)	10%	Principle 4. Women and girls should be equitably represented in leadership and governance roles.
Social Participation Opportunity program	Club has at least one program creating participation opportunities for Informal Female Participation,	Details of program/opportunity for target group held in last 12 months.	10%	Principle 3. Women and girls will have equal access to and use of community sport infrastructure.
Any Gender Equity or Fair access Training Completed by the club.	Any training completed separate to Council run training eg. State Sporting body	Copy of Accreditation Certificate from last 12 months.	5%	Principle 5: Encourage and support all user groups who access and use community sport infrastructure to understand, adopt and implement gender equitable access and use practices.
Female Coaches	25% of total registered teams coached by a female.	Accredited Coaches certificate or Coaching submission to state Sporting Body	10%	Principle 4. Women and girls should be equitably represented in leadership and governance roles.

6.3 Other Discounts

b. Sports clubs can only receive a maximum of 30% discount with fees listed below.

Item	Requirements	Supporting Information Required	Discount
Club Development Network Attendance	100% attendance at Club Development Network meetings annually.	Nil. Council will check attendance records from past 12 months to confirm 100% attendance.	10%
Participation Opportunities for Newly Arrived, Culturally Diverse, LGBTQIA+ Indigenous communities and People with a Disability.	Club has at least one approved program creating participation opportunities for one of these target groups.	Details of program/opportunity for target group held in last 12 months.	10%
Formal Participation Opportunities for Junior boys and Girls (only 1 discount level applicable per club)	Level 2 – Club has 8 or more Junior boys and girls teams or 50% of Junior Participation	Details of teams or membership numbers from past season	10%
	Level 1 – Club has 3-7 junior boys and girls teams or 40% of Junior Participation	Details of teams or membership numbers from past season	5%
Gambling Sponsorship	Sporting clubs that DO NOT receive sponsorship or grants (in-kind or cash) from gambling revenue. This includes revenue from Electronic Gaming Machines (EGMs), online gambling and sports betting.	Notify Council and provide list of current sponsors as part of allocation process.	5%

7.0 MANAGEMENT OF AGREEMENTS AND USE OF FACILITIES

7.1. Council may suspend or terminate an occupancy agreement if it has good cause including, but not limited to:

- **a.** The club has breached the terms and conditions of the occupancy agreement.
- **b.** The club has failed to pay their fees or utility bills.
- **c.** The club has refused or ignored a reasonable request to share their facility.
- **d.** The club fails to provide information requested by Council by the designated timeframe.
- **e.** The club fails to provide participation opportunities to the wider community including females, juniors, Culturally and Linguistically Diversity Groups, LGBTQIA+, people with a disability, Indigenous Australians and older adults.
- **f.** If the Club fails to provide a Gender Equity Fair Access Plan.

7.2. Maintenance responsibilities will be outlined in each agreement with clubs expected to undertake their responsibilities safely and with Council permission where required.

Casual users will be governed by the terms and conditions of the hire agreement, licences and leases as per the conditions of their agreement.

7.3. Council officers will undertake formal facility inspections biannually to ensure the terms and conditions of the agreements are being adhered to and that facilities are being kept at the required standard. Urgent issues that are a club responsibility must be rectified within 24 hours or Council will arrange for works to take place at the clubs cost. Clubs will be allowed 2 weeks to rectify any other issues which are their responsibility. If issues are not rectified after this period, clubs will be contacted by Council and a further week provided, after which inaction on rectifying the issue will result in Council undertaking the works and charging the cost to the club.

7.4. Council officers will conduct sport specific club development network meetings each year to ensure positive working relationships exist with clubs and to educate and inform clubs.

7.5. Council officers will meet regularly with clubs onsite at their facilities to maintain contact and address issues as they arise.

7.6. Council officers will collect information from clubs on an annual basis to ensure clubs are sustainable, maximising the use of facilities, engaging with their local communities and planning strategically for the future.

7.7. Council officers will meet annually with clubs operating on a lease to ensure clubs are meeting the operational requirements of the lease.

7.8. Clubs must have a minimum of 1 Female team or 30% female playing memberships by the start of 2025/26 Season. If clubs are unable to meet these requirements they may need to share current allocated facilities to help accommodate female participation.

Appendix 1 – Fees and charges by licensed facility 2024/25

Reserve	Address	Pavilion Classification	Fee Per annum	Playing Field	Playing Field Classification	Fee Per annum
Ainsworth Reserve	Glengala Road Ardeer	B	$2,400	Oval	A	$1,500
Ardeer Reserve	Helene Street Ardeer	A	$3,000	Pitch	A	$1,500
Arthur Beachley	Ardoyne Street Sunshine	A	$3,000	Pitch	A	$1,500
Balmoral Park	Windsor Blvd, Derrimut	A	$3,000	Oval 1	B	$1,200
				Oval 2	B	$1,200
Barclay Baseball	Talmage Street Sunshine	Lease		Diamond 1	A	$1,500
				Diamond 2	C	$900
Bon Thomas Reserve	Adeline Court, Deer Park	A	$3,000	Oval	B	$1,200
				Pitch A	A	$1,500
				Pitch B	A	$1,500
Castley Reserve	Simmie Street West Sunshine	A	$3,000	Pitch 1	B	$1,200
Churchill Reserve	Fox St, St Albans	Lease -Social B - Change rooms	$2,400	Pitch 1	B	$1,200
				Pitch 2	B	$1,200
				Pitch 3	A	$1,500
Delahey Reserve	Copperfield Drive, Delahey	A	$3,000	Oval	B	$1,200
				Pitch	B	$1,200
Dempster Park	Phoenix St, Sunshine	B	$2,400	Oval	A	$1,500
Diamond Reserve	Diamond Avenue, Albanvale	-		Oval	C	$900
Errington Reserve	Main Road East St Albans	A	$3,000	Oval	A	$1,500
Green Gully Bocce	McRae Blvd, Keilor Downs	-	-	Open Space	1	$400
Green Gully Reserve	McRae Blvd, Keilor Downs	A	$3,000	Oval	B	$1,200
				Pitch 2	A	$1,500
				Pitch 4	A	$1,500
				Training	B	$1,200
J R Parsons Cricket	Stanford Street Sunshine	Lease		Oval 1	A	$1,500
				Oval 2	C	$900
J R Parsons Football	Stanford Street Sunshine	Lease		Oval 1	A	$1,500
				Oval 2	C	$900
John McLeod Sport	Hume Street Deer Park	A	$3,000	Oval 1	A	$1,500
				Oval 2	C	$900
Keilor Lodge Reserve	Keilor/Melton Road Sydenham	Lease		Pitch 1	A	$1,500
				Pitch 2	B	$1,200
				Pitch 3	A	$1,500
Keilor Park Athletics	Keilor Park Drive Keilor Park	B	$2,400	Track	C	$900
Keilor Park Sport Reserve	Keilor Park Drive Keilor Park	Lease		Oval 1	A	$1,500
				Oval 2	B	$1,200
				Oval 3	C	$900
				Oval 4	B	$1,200
				Oval 5	C	$900
Keilor Park Soccer Reserve	Keilor Park Drive Keilor Park	Lease		Pitch 1	B	$1,200
				Pitch 2	A	$1,500

				Pitch 3	A	$1,500
Keilor Park Synthetics	Keilor Park Drive Keilor Park	B	$2,400	Synthetic A	A	$1,500
Keilor Park Softball	Keilor Park Drive Keilor Park	C	$1,800	Diamond 1	A	$1,500
				Diamond 2	B	$1,200
				Diamond 3	C	$900
				Diamond 4	C	$900
Keilor Park – Offroad Car	Keilor Park Drive Keilor Park	-	-	Open space	1	$400
Keilor Recreation Reserve	Old Calder Highway Keilor	Lease - Social A - Change rooms	$3,000	Oval	A	$1,500
Kevin Flint Memorial Reserve	Furlong Rd Cairnlea	B	$2,400	Pitch 1	A	$1,500
				Pitch 2	A	$1,500
				Oval	B	$1,300
Larissa Reserve	Larissa Road St Albans	A	$3000	Pitch 1	A	$1,500
Lionheart Reserve	Lionheart Ave, Taylors Lakes	B	$2,400	Oval 1	A	$1,500
				Oval 2	C	$900
Lloyd Reserve	Lurg Avenue St Albans	C	$1,800	Pitch 1	A	$1,500
McKechnie Reserve	McKechnie Street St Albans	B	$2,400	Pitch 1	A	$1,500
				Pitch 2	B	$1,200
More Park Reserve	Esmond Street Ardeer	A	$3,000	Diamond 1	A	$1,500
				Diamond 2	A	$1,500
				Diamond 3	A	$1,500
				Diamond 4	A	$1,500
				Diamond 5	A	$1,500
				Pitch 1	A	$1,500
				Pitch 2	A	$1,500
Ralph Reserve	Ralph Street West Sunshine	C	$1,800	Pitch 1	A	$1,500
Robert Bruce	Gould Street Deer Park	B	$2,400	Oval	B	$1,200
Sasella Park	Station Road, Deer Park	C	$1,800	Oval	C	$900
Selwyn Park	Selwyn Street Ardeer	B	$2,400	Oval	B	$1,200
Talintyre Reserve	Talintyre Road West Sunshine	C	$1,800	Oval	C	$900

Appendix 2. Fees and charges by leased facility 2024/25

Reserve	Address	Current Lease expiry	2023 Pavilion depreciated asset value	Fee Per annum (0.8%)	Playing Field	Playing Field No.	Playing Field fee
Barclay - Sunshine Baseball Club	Talmage St, Albion	31/12/2023	$192,015.81	$1,536.13	Licence		
Barclay - Sunshine Fly Casting Club	Talmage St, Albion	31/12/2023	$21,829.88	$174.64			
Carrington - Deer Park Social Bocce Club	Carrington Drive Albion	31/12/2023	$281,811.36	$2,254.49	Pistes	5	$375
Carrington - Western Pigeon Federation	Carrington Drive, Albion	31/12/2023	$71,834.18	$574.67			
Churchill – Social Rooms - St Albans Soccer	Fox St, St Albans	31/12/2023	$722,093.72	$5,776.75	Licence		
Carrington – Melbourne Off Road Cars	Carrington Drive Albion	31/12/2023	N/A	N/A	Open Space	1	$400
Delahey - Delahey Tennis Club	Copperfield Drive, Delahey	31/12/2023	$180,954.90	$1,447.64	Tennis Courts	6	$900
Dempster - North Sunshine Tennis	Phoenix St, Sunshine	31/12/2023	$202,450.64	$1,619.61	Tennis Courts	4	$600
Green Gully -German Shepherd Dog Club	McRae Blvd Keilor Downs	31/12/2023	$292,553.13	$2,340.43	Open Space	1	$400
Green Gully - Green Gully Tennis	McRae Blvd Keilor Downs	31/12/2023	$111,837.56	$894.70	Tennis Courts	8	$1,200
J R Parsons - Sunshine Park Tennis*	Stanford Street Sunshine	31/12/2023	$46,844.01	$374.75	Tennis Courts	6	$900
J R Parsons - Albion Football	Stanford Street Sunshine	31/12/2023	$1,015,442.10	$8,123.54	Licence		
J R Parsons - Grand United Cricket*	Stanford Street Sunshine	31/12/2023	$187,376.05	$1,499.01	Licence		
Keilor Lodge - Sydenham Park Soccer**	Robertsons Road, Sydenham	1/07/2025	$1,226,523.50	$9,812.19	Licence		
Keilor Park Soccer - Pavilion	Stadium Drive, Keilor Park	31/12/2023	$1,513,315.85	$12,106.53	Licence		
Keilor Park Sports Club - Pavilion	Stadium Drive, Keilor Park	31/12/2023	$513,881.00	$4,111.05	Licence		
Keilor Park - Keilor Park Tennis	Keilor Park Drive Keilor Park	31/12/2023	$104,675.41	$837.40	Tennis Courts	4	$600
Keilor Recreation - Keilor Tennis	Old Calder Highway Keilor	31/12/2023	$90,940.74	$727.53	Tennis Courts	4	$600
Keilor Recreation – Pavilion (Keilor Sports Club)	Old Calder Highway, Keilor	31/12/2023	$432,758.49	$3,462.07	Licence		
Keilor Recreation - Keilor Bowls Club	Old Calder Highway Keilor	31/12/2023	N/A	N/A	Bowls greens	2	$300
Kevin Flint Reserve Pavilion - Albion Rovers SC	Keilor Park Drive Keilor Park	Overholding	$1,215,630.51	$9,725.04	Licence		
Kings Park - St Albans Bowls Club	Magnolia Avenue, Kings Park	31/12/2023	$616,908.60	$4,935.27	Bowls greens	2	$300
Lionheart - Taylors Lakes Tennis Club	Lionheart Ave, Taylors Lakes	31/12/2023	$128,197.54	$1,025.58	Tennis Courts	9	$1,350
Overton Lea - Sydenham Tennis Club	Overton Lea Boulevard Sydenham	31/12/2023	$287,207.31	$2,297.66	Tennis Courts	6	$900
Sasella Park - Deer Park Tennis Club	Station Road Deer Park	31/12/2023	$70,010.01	$560.08	Tennis Courts	6	$900
Selwyn - Albion Tennis	Selwyn Street Ardeer	31/12/2023	$214,155.39	$1,713.24	Tennis Courts	6	$900
Sydenham Park – Model Aircraft	Calder Highway, Sydenham	31/12/2023	N/A	N/A	Open Space	1	$400

* Pavilion asset value divided by area occupied by each club to provide equitable figure.

** Please note: Sydenham Park Soccer Club will come under fees of this Policy when current Lease Expires

DRAFT SPORTS FACILITY HIRE, LICENCES AND LEASES AGREEMENT POLICY 2024

CONSULTATION SUMMARY

JUNE 2024

Background

Brimbank City Council's Sports Facility Hire, Licenses and Leases Agreement Policy - 2024 commits to provide direction for the ongoing allocation of community sporting facilities and reserves in Brimbank, to ensure the fair and equitable access and use of community sporting facilities and reserves to sports clubs within Brimbank as well to ensure optimal use of sporting facilities to meet community needs as well as to facilitate a shared approach to the cost of managing and maintain sports facilities through fair and reasonable charges for use.

At its Ordinary Council Meeting on 20 February 2024 Council endorsed the Draft Sports Facility Hire, Licenses and Leases Agreement Policy – Update 2024 for community consultation for a period of four weeks. The consultation commenced on March 26 2024 and closed on 22 April 2024, the draft Policy and opportunity to provide feedback was promoted widely to the Brimbank community.

Methodology

Below is an outline of the various methods and techniques that were used to engage with the community

- A 'Have Your Say' page was developed on Council's website.
- Extensive promotion via direct contact with key stakeholders, a social media release and information on Council's website.
- Emails to all Brimbank sports clubs on numerous occasions.

Summary of Feedback Received

Council received 9 written submissions from community members during the community consultation period.

Overall there was very strong community support for the draft Sports Facility Hire, Licenses and Leases Agreement Policy 2024 with 6 community responses supporting it and with 3 undecided.

The majority of the feedback in the written submissions were supportive of the Plan. In addition, there was strong:

- General community support for the draft Plan.
- Clarification requested regarding Club's facilities and their fees.

FEEDBACK ON DRAFT SPORTS FACILITY HIRE, LICENCES AND LEASES AGREEMENT POLICY 2024

No.	Feedback	Officer Comment/Recommendation
1.	a) Is supportive of the Policy and feels it is a worthwhile outcome to focus on provided it is not negative to the majority of participants and feels 4.4.2 and 4.4.5 may not be achievable. b) Feel 4.3.d and 5.5.e may be difficult for clubs to implement and not practical to accommodate these clubs.	a) Noted and considered, no change. b) Noted and considered, no change.
2.	a) Supportive of the Policy however feels 2.1 should be removed.	a) Noted and considered, no change.
3.	a) Supportive of the Policy and appreciate the work the Council is doing.	a) Noted.
4.	a) Supportive of the Plan.	a) Noted.
5.	a) Keilor Bowls and Community Club raised the question regarding maintenance and repairs to their facility.	a) Noted, club contacted to discuss, no change.
6.	a) St Albans East Tennis Club raised the question of what	a) Noted, club responded to.

	'Exclusive' use is? b) Would like clarification regarding fee structure as the club currently shares the facility with other clubs and Community groups.	b) Noted, club responded to.
7.	a) Supportive of the Plan.	a) Noted.
8.	a) Raised the question relating to the draft Gender Equity Fair Access Plan template being available to clubs. b) Raised the question regarding the 40% discount and if additional discounts will be available. c) Raised questions regarding the definition of particular terms used in the Gender Equity Fair Access Plan and how they relate to the draft Sports Facility Hire, Licences and Leases Agreement Policy.	a) Noted and responded to. b) Noted and responded to. c) Noted and responded to.
9.	a) Supportive of the Policy. b) Raised concerns regarding the club's facilities and how they are not all of the same standards and feels this should be considered in the fees and adjusted accordingly.	a) Noted. b) Noted.

13.11	**Contract No. 24/3495 - Provision of Kerbside Recyclables Processing**
Directorate	Infrastructure and City Services
Director	Chris Leivers
Manager	Tom Razmovski
Attachment(s)	1. CONFIDENTIAL - Tender Evaluation Report [**13.11.1** - 10 pages]

Purpose

For Council to consider awarding Contract No. 24/3495 - Provision of Kerbside Recyclables Processing (Contract), for a five-year period.

Officer Recommendation

That Council:

a. Awards Contract No. 24/3495 - Provision of Kerbside Recyclables Processing to Cleanaway Pty Ltd for an initial term of five (5) years commencing 1 July 2024, for an estimated value of $20,114,926 (Including GST) in accordance with the tendered schedule of rates, with the option to extend for three (3) further one (1) year period(s).

b. Authorises the Chief Executive Officer to sign Contract No. 24/3495 - Provision of Kerbside Recyclables Processing.

c. Assigns the Chief Executive Officer delegated authority to approve the Contract extension options of three (3) one (1) year periods, for an estimated amount of $15,937,471 (Including GST), and for a maximum of up to $20,000,000 (Including GST), in accordance with the tendered schedule of rates, subject to the performance and competitive pricing of the contractor.

d. Notes that $3,100,000 (excl. GST) has been allocated for the Contract in the draft 2024/25 Budget and appropriate amounts will be allocated in the budgets for subsequent years in order to cover the total maximum spend.

Background

Council, at its Council Meeting on 19 November 2019, awarded Contract No. 20/2791 - Ex: Recyclables Processing Service with Cleanaway Pty Ltd. The initial Contract was for a 19-month period with options to extend for a further three, one-year periods and will conclude on 30 June 2024, with no further extension periods available.

The Contract forms part of the Operational Program approved by Council as part of the Annual Budget 2024/2025.

The services under this Contract are to provide a materials processing and resource recovery facility that can receive all recyclable materials delivered to the facility by Council's recyclables collection vehicles.

Matters for Consideration

Analysis
The tender for the Contract was advertised on 23 March 2024 and closed on 18 April 2024.

Two (2) tenders were received. The conforming tender was assessed by the Tender Evaluation Panel (TEP) against the evaluation criteria described in the tender documents.

The TEP considers Cleanaway Pty Ltd has the expertise and capacity to complete the works under the Contract.

The Tender Evaluation Report is at **Confidential Attachment 1**.

Implementation
Subject to Council approval, the Contract will be implemented for a five-year period from 1 July 2024 to 30 June 2029.

Community Engagement

Consultation in relation to Kerbside Recyclables Processing was conducted as part of the development of the Waste, Recycling and Litter Strategy 2018-2028 (Strategy).

Further consultation was undertaken with relevant Council departments to ensure the Contract services align with, and best support community users and meet Council's requirements.

Collaboration

Collaboration was undertaken with the Recycling Victoria and its parent body the Department of Energy, Environment and Climate Action (DEECA) in the development of the Contract specifications and alignment with the State Government's circular economy policy "*Recycling Victoria: A new economy*".

Resource And Risk Implications

The total estimated Contract spend over the five (5) year initial period is $20,114,926 (including GST).

The total estimated Contract spend for the extension options of three (3) one (1) year periods is $15,937,471 (including GST), subject to the performance and competitive pricing of the contractor.

The 2024/25 Budget has not yet been adopted although a budget provision for this service of $3,100,000 (excl. GST) has been included in the draft budget for approval.

Community: potential impact on community, including public trust and customer service impact
• Yes – The provision of this service is considered an integral part of the suite of Council's waste and recycling collection services provided to residential properties.

Environmental: impacts on environmental sustainability, including water/waste management, climate change, and contaminated land
• Yes - The provision of this service is an integral part of the suite of Council's waste and recycling collection services provided to residential properties. The approach taken with this Tender has been to seek to increase the level of material recovered and recycled through this service.

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.

Regulatory: legal, legislative or regulatory implications including the rights/obligations of stakeholders
• Yes – The provision of this service is a key element of the Victorian Government's circular economy policy, Recycling Victoria: a new economy.

There are no Regulatory 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 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 interests to declare.

13.12	**Contract No 19/2503 - Provision of Pound and Animal Collection Services - Extension of Contract**
Directorate	City Futures
Director	Kelvin Walsh
Manager	John Petroro
Attachment(s)	1. CONFIDENTIAL - Extension Report Contract No 19 2503 Provision of Pound and Animal Collection [**13.12.1** - 2 pages] 2. CONFIDENTIAL - Lost Dogs Home Schedule of Rates From 1 July 2024 [**13.12.2** - 5 pages]

Purpose

For Council to consider an extension of Contract No 19/2503 Provision of Pound and Animal Collection Services to The Lost Dogs Home, for final term of three years.

Officer Recommendation

That Council approves extension of Contract No. 19/2503 - Provision of Animal Pound and Collection Services to The Lost Dogs Home for a second additional period of three years to 30 June 2027, based on the agreed schedule of rates and an estimated amount in the order of $5.2M.

Background

Contract No. 19/2503 - Provision of Pound and Animal Collection Services, was initially approved by Council at the Council Meeting 19 June 2018 for a three-year period with an option of two three-year extension to be awarded at Council's sole discretion. This report recommends taking up the second three-year period Contract extension.

The Contract is due to expire 30 June 2024. The Contract consists of a lump sum component and a schedule of rates (**Confidential Attachment 2**).

The services under this Contract allow Council to meet its legislative requirements to accommodate the number of animals collected. The Lost Dogs home has provided the services and facilities under the existing contract since June 2018.

The Contract is based on a schedule of rates where the incumbent has increased their rates for cat and dog collection by 18 per cent for financial year 2024/25 and subsequently for year five and six of the contract, rates will increase in accordance with CPI which is estimated to be an additional 5 per cent.

Matters for Consideration

This report is presented to Council to consider the Contract extension assessment and recommendation to extend the Contract for a further three-year period. Based on this, and the information contained in the **Confidential Attachment 1**, it is recommended that Council extends the Contract to The Lost Dogs Home for an additional three-year period at the agreed lump sum and schedule of rates to 30 June 2027.

Based on the past performance of the current provider, which has met Council's needs to a high level and limited alternative service providers, it is recommended that Council extend the Contract for a second period of three years, being the final term possible extension period within the Contract.

Implementation
Subject to Council approval, the Contract will be implemented for an additional three-year period from 1 July 2024 to 30 June 2027.

Community Engagement

Not applicable. No community engagement required.

Resource And Risk Implications

The cost for the Extension of Contract 19/2503 Provision of Animal Pound and Collection Services for Financial years 2024/2025, 2025/2026 and 2026/2027 in the order of $5.2M will need to be referred to Council's annual budget process for consideration.

Community: potential impact on community, including public trust and customer service impact
• Yes - This is a long-standing and well-utilised service provided to residents.

Financial: significant financial impacts
• Yes - Budget expenditure is from Council funding; the Operational budget is subject to Council approval.

Regulatory: legal, legislative or regulatory implications including the rights/obligations of stakeholders
• Yes - Council has a statutory obligation to provide animal management services under the *Domestic Animals Act 1994.* Services provided by this contract represents a key component in councils ability to provide the service.

Safety: health, safety or duty of care impacts
• Yes - Council has a duty of care under the *Domestic Animals Act 1994* to provide this service.

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 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 interests to declare.

13.13	**Response to Preliminary Views of Governance Issues at Brimbank City Council**
Directorate	People, Partnerships and Performance
Director	Georgie Hill
Manager	Danny Bilaver
Attachment(s)	1. Letter from Minister Melissa Horne MP to Brimbank City Council [**13.13.1** - 3 pages] 2. Letter to The Hon Melissa Horne MP RE Response to Preliminary Views of Governance Issues at Brimbank [**13.13.2** - 6 pages]

Purpose

For Council to endorse the response to a letter from the Minister Local Government, Melissa Horne MP, dated 28 May 2024 regarding the preliminary views of governance issues observed by the municipal monitors to Brimbank City Council.

Recommendation

That Council endorses the response to the letter dated 28 May 2024 from the Minister for Local Government Melissa Horne MP regarding preliminary views of governance issues at Brimbank City Council, including its commitment to the 10 Point Plan, at Attachment 2 to this report.

Background

Council received a letter from Minister Melissa Horne MP dated 28 May 2024 regarding the preliminary views of governance issues observed by the Municipal Monitors to Brimbank City Council **(Attachment 1)**. The letter requested a response on the issues outlined in the letter and a written commitment to the 10 Point Plan by 30 June 2024.

Matters for Consideration

The Municipal Monitors were appointed to Brimbank City Council on 12 February 2024 to 31 December 2024, and have been working closely with Councillors and the Executive Leadership Team.

The letter from the Minister raised serious concerns in relation to the Council's ability to provide good governance to the Brimbank community, including:

- Failures to give effect to the overarching governance principles in section 9(2) of the *Local Government Act 2020* (*the Act*)
- Failures to take into account the supporting principles in section 9 (3) of *the Act*
- Failures by councillors to perform their role in accordance with section 28 of *the Act*
- Behaviour that may be inconsistent with the Standards of Conduct in the Council's Councillor Code of Conduct.

The Minister has asked for Council to provide a response by 30 June 2024, on the action that will be taken to address and remedy these concerns.

A response to the letter from the Minister has been drafted at **Attachment 2** for Council's consideration and endorsement. The response letter includes Council's commitment to advancing the 10 Point Plan.

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:

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.

No conflicts of interest were declared during the preperation of this report.

The Hon Melissa Horne MP

Minister for Casino, Gaming and Liquor Regulation
Minister for Local Government
Minister for Ports and Freight
Minister for Roads and Road Safety

121 Exhibition Street
Melbourne, Victoria 3000 Australia

Ref: CMIN-2-24-23888

Cr Ranka Rasic
Mayor
Brimbank City Council
CrRasic@brimbank.vic.gov.au

Dear Cr Rasic

On 16 April 2024, I received an update from the municipal monitors at Brimbank City Council, Ms Janet Dore and Ms Penelope Holloway, on their preliminary views of governance issues at the Council.

The update confirmed that in a short period of time, the municipal monitors have observed evidence of poor governance practices, poor decision-making, and behaviour that is negatively impacting the wellbeing of councillors and senior staff.

Their observations raise serious concerns in relation to the Council's ability to provide good governance to the Brimbank community including by, but not limited to:

- failures to give effect to the overarching governance principles in section 9(2) of the *Local Government Act 2020* (the Act)
- failures to take into account the supporting principles in section 9 (3) of the Act
- failures by councillors to perform their role in accordance with section 28 of the Act
- behaviour that may be inconsistent with the Standards of Conduct in the Council's Councillor Code of Conduct.

The municipal monitors' update included the following observations about the Council which I have set out below.

1. There is a lack of trust, respect and goodwill amongst councillors and the group is not acting as a team. This behaviour is hindering the Council's capacity to give effect to the overarching governance principles specified in sections 9(2)(b) and (c) of the Act. Councillors are expected to adhere to conduct principles, such as treating others with dignity, fairness, objectivity, courtesy, and respect as well as clause 1 of the Standards of Conduct.

It is my expectation that councillors work together as decision makers and representatives of their communities. A lack of mutual respect and goodwill places undue pressures on the

Your details will be dealt with in accordance with the *Public Records Act 1973* and the *Privacy and Data Protection Act 2014*. Should you have any queries or wish to gain access to your personal information held by this department please contact our Privacy Officer at the above address.

ability of councillors and the administration to work together effectively and promote good governance practices.

2. Councilors are demonstrating a lack of understanding of their role, undervaluing their strategic role, and preferring to focus solely on ward issues. There are concerns that Council meetings are viewed as a platform for self-promotion rather than a decision-making body.

As such, councillors may not be meeting the requirements for fulfilling the role of a councillor specified in section 28(2)(a) of the Act and the overarching governance principles as stated in section 9(2)(b) of the Act.

3. There is poor attendance at meetings, particularly briefings, despite the option to attend meetings via electronic means. The monitors report that two major budget and financial planning meetings were poorly attended and attendance at Audit and Risk Committee meetings has been very poor. The monitors have also observed an insufficient use of Council processes to inform council decisions by councillors.

I note that under section 28(1)(a) of the Act, councillors must participate in the decision making of the Council and must act in accordance with the Standards of Conduct for councillors (section 28(2)(e)) including in relation to use of Council processes to become informed about matters (clause 2(b) of the Standards of Conduct).

4. Rather than focusing its attention on strategic planning and decision making, the councillors are involving themselves in matters that are the responsibility of the CEO including providing written instructions to staff. Section 28(3) of the Act explicitly states that the role of a councillor does not include the performance of any responsibilities or functions of CEO.

It appears from this that councillors may not fully understand the separation between the political and administrative branch in local government.

5. There is deficiency in the governance rules in relation to the appropriateness of notices of motion which needs to be addressed.

6. A lack of strategic engagement by councillors, with some councillors often participating in community activities that are only relevant to their wards.

A strategic focus is crucial for good governance, as it prioritises the overarching governance principles in the Act involving achieving best outcomes for the community, promoting economic, social, and environmental sustainability, and ensuring Council's financial viability.

7. Poor councillor conduct has had a detrimental and profound effect upon staff morale at the Council. The conduct of the Council has led to an unsafe work environment at the Council which has resulted in staff resignations, staff not attending meetings, seeking medical assistance, and seeking leave of absence. Further, some councillors' behaviour towards the CEO and other senior staff appears to be inconsistent with clause 1 of the Standards of Conduct, endangering the ability to maintain a mutually respectful, productive, and professional working relationship between the Council and the administration, which is critical to good governance.

It is my expectation that the Council will take all the necessary steps to ensure a safe working environment for the CEO and council staff.

I understand that the monitors held a group session with the councillors to brief them on their work, but not all councillors attended and the “Councillors Working together” facilitated session was only attended by eight of the eleven councillors. While councillors have demonstrated a willingness to improve their performance, I am now seeking your written assurance that all councillors will actively engage with the municipal monitors’ during their tenure and work to advance the Ten Point Plan.

I request that Council provide me with a response by 30 June 2024 outlining the steps the Council intends to take to address and remedy the concerns identified by the municipal monitors in their interim report.

I ask that you ensure all councillors receive a copy of this letter.

It is my expectation that all councillors perform their duties and conduct themselves respectfully and in accordance with the Act and continue to work with the monitors cooperatively.

I look forward to receiving and considering the Council’s response.

Yours sincerely



The Hon. Melissa Horne MP
Minister for Casino, Gaming and Liquor Regulation
Minister for Local Government
Minister for Ports and Freight
Minister for Roads and Road Safety

Date: 28/05/2024
cc. Chief Executive Officer, Fiona Blair

Brimbank City Council

T 9249 4000
W brimbank.vic.gov.au

PO BOX 70
Sunshine, Victoria 3020

19 June 2024

The Hon Melissa Horne MP
Minister for Local Government
Level 16, 121 Exhibition Street
Melbourne VIC 3000
minister.horne@minstaff.vic.gov.au

Dear Minister,

Re: Response to Preliminary Views of Governance Issues at Brimbank City Council (Ref: CMIN-2-24-23888)

Thank you for your letter dated 28 May 2024, in which you conveyed the preliminary views of governance issues observed by the municipal monitors to Brimbank City Council.

We appreciate your concerns and would like to assure you that the Council takes these matters seriously and is committed to addressing and remedying the identified concerns.

We acknowledge the observations made by the municipal monitors regarding poor governance practices, poor decision-making, and behaviour negatively impacting the wellbeing of councillors and senior staff.

Councillors also recognise the importance of good governance in serving the Brimbank community effectively. Outlined below is Council's commitment and steps it intends to take to address and remedy the concerns that have been identified in the interim report:

1. *There is a lack of trust, respect and goodwill amongst councillors and the group is not acting as a team. This behaviour is hindering the Council's capacity to give effect to the overarching governance principles specified in sections 9(2)(b) and (c) of the Act. Councillors are expected to adhere to conduct principles, such as treating others with dignity, fairness, objectivity, courtesy, and respect as well as clause 1 of the Standards of Conduct.*

   All Councillors agree to:

   - Revisit and adhere to Councillor commitments and outcomes from the 'Working Together Workshop'
   - Attend regular Councillor-Only Time meetings to discuss items prior to decision-making to ensure there are no surprises.
   - Use informal processes to resolve relationship issues
   - Participate in team building activities

2. *Councillors are demonstrating a lack of understanding of their role, undervaluing their strategic role, and preferring to focus solely on ward issues. There are concerns that Council meetings are viewed as a platform for self-promotion rather than a decision-making body.*

   All Councillors agree to:

   - Revisit previous governance training available through the Councillor Portal
   - Read briefings and reports, understand processes for clarification and be prepared for Council Meetings
   - Speak in the interest of the whole community and respectfully accept the decisions of Council
   - Act in a strategic manner in accordance with the adopted strategies and plans including the Council Plan, Budget and Long Term Financial Plan.

3. *There is poor attendance at meetings, particularly briefings, despite the option to attend meetings via electronic means. The monitors report that two major budget and financial planning meetings were poorly attended and attendance at Audit and Risk Committee meetings has been very poor. The monitors have also observed an insufficient use of Council processes to inform council decisions by councillors.*

   All Councillors agree to:

   - Read agendas and reports even when not able to attend meetings and seek clarification in advance of the meeting.
   - Attend and be prepared for briefings, committees and meetings.

4. *Rather than focusing its attention on strategic planning and decision making, the councillors are involving themselves in matters that are the responsibility of the CEO including providing written instructions to staff. Section 28(3) of the Act explicitly states that the role of a councillor does not include the performance of any responsibilities or functions of CEO.*

   All Councillors agree to:

   - Build better relationships with the CEO and Directors and seek advice when required.
   - Be mindful of what is operational and is not, and seek clarification if required.
   - Not interfering in the role and responsibilities of the CEO.

5. *There is deficiency in the governance rules in relation to the appropriateness of notices of motion which needs to be addressed.*

   All Councillors agree to:

   - Avoid using Notices of Motions (NOMs) for self-promotion.
   - Seek feedback from officers and Councillors prior to lodging NOMs.
   - Review Governance Rules in relation to NOMs.
   - Participate in a session regarding the process for NOMs.

6. *A lack of strategic engagement by councillors, with some councillors often participating in community activities that are only relevant to their wards.*

   All Councillors agree to:

   - Attend engagement opportunities across the municipality and explain the role of Councillors under the Local Government Act.
   - Seek strategic information across the municipality.
   - Seek and encourage engagement from a wide section of the community via different options.

7. *Poor councillor conduct has had a detrimental and profound effect upon staff morale at the Council. The conduct of the Council has led to an unsafe work environment at the Council which has resulted in staff resignations, staff not attending meetings, seeking medical assistance, and seeking leave of absence. Further, some councillors' behaviour towards the CEO and other senior staff appears to be inconsistent with clause 1 of the Standards of Conduct, endangering the ability to maintain a mutually respectful, productive, and professional working relationship between the Council and the administration, which is critical to good governance.*

   All Councillors agree to:

   - Treat the CEO, Directors and officers with respect.
   - Call out bad behaviour and discuss ways to deal with it.
   - Revisit and comply with the Councillor Code of Conduct.

Additionally, I enclose our written commitment to advancing the Ten Point Plan. Councillors are committed to working closely with the municipal monitors during their tenure and improving our performance through the Plan.

Yours sincerely

SIGNED BY
Mayor of Brimbank City Council & Councillors

Enc.

Brimbank City Council
Good Governance 10 Point Plan

1. Understand the role of a Councillor (Local Gov. Act and Code of Conduct)

Council commits to understanding the role of a Councillor as defined in the Local Government Act, adhering to the Councillor Code of Conduct and calling out any behaviour that conflicts with the Code of Conduct.

Council will do this by attending and revisiting training sessions on the Local Government Act and Code of Conduct, revisiting the 'Working Together' workshop outcomes and active participation and evidence based decision making.

2. Understand the role of the Chief Executive Officer (CEO)

Council commits to understanding and complying with the roles and responsibilities of the CEO as outlined in section 94 of the Local Government Act, utilise the CEO as a source of knowledge, respectfully communicate with the CEO, respect operational boundaries and avoid interfering in operational matters.

Council will do this by taking personal responsibility for understanding the role of a CEO as outlined in the Local Government Act, build positive relationships with and seek advice from the CEO and Directors, and seek advice and guidance from the independent advisor to the CEO Performance Committee.

3. Understand the Governance Rules

Council commits to ensuring a thorough understanding of the Governance Rules, avoiding using Notices of Motion for self-promotion, promptly and respectfully seeking clarification for the Rules and giving officers enough time to answer questions comprehensively.

Council will do this by attending and revisiting training sessions and workshops on the Governance Rules, engaging in discussions to clarify Governance Rules and seeking feedback from officers early to inform decision-making.

4. Read agendas and briefing materials

Council commits to reading all agendas and briefing materials before meetings, preparing adequately for meetings and asking informed questions in advance.

Council will do this by allocating time to review agendas and briefing materials, seeking clarification in advance of meetings to ensure thorough understanding.

5. Respect each other and staff

Council commits to acting in accordance with the Councillor Code of Conduct, respecting peers and Council staff, making decisions in the best interest of the community, and addressing disrespectful behaviour in a respectful manner.

Councill will do this by fostering a safe environment of mutual respect and open communication for Councillors and staff, revisiting the "Working Together" workshop outcomes and seeking to resolve differences informally and early.

6. Avoid last minute input

Council will commit to avoiding last-minute amendments or unnecessary input during meetings, raising matters in a timely manner and seeking clarification as soon as possible.

Council will do this by using structured Councillor Only Time (COT) and briefings to discuss issues in advance, seek advice from Executive and other Councillors before lodging Notices of Motion, committing to being prepared and giving officers enough time to respond to queries.

7. Maintain strategic outlook

Council commits to focusing on the long-term strategic goals of the Council, and aligning discussions and decisions with the adopted Council's strategic plans.

Council will do this by supporting the adopted Council Plan, long-term financial plan, and other strategic documents, attending development opportunities and workshops to enhance strategic thinking, and encouraging a collective commitment to evidence-based decision-making.

8. Understand Council policies

Council commits to familiarising with and respecting Council policies, accurately representing and following Council policies in all actions.

Council will do this by regularly reviewing relevant Council policies and seeking clarification when needed, take personal responsibility to increase understanding of Council policies, and promoting discussions on the positive impact of Council policies.

9. Keep out of operational issues

Council will commit to respecting the operational boundaries, avoiding inference in operational decisions and requesting information about operational issues.

Council will do this by taking personal responsibility to understand the roles of a Councillor and CEO as described in the Local Government Act 2020, consulting with Directors or the CEO to determine if an issue is operational, using appropriate channels for raising operational and administrative matters, and retaining a focus on strategic objectives rather than operational details.

10. Work together

Council commits to complying with the Councillor Code of Conduct, ensuring open and respectful engagement between Councillors and the CEO, Directors, and staff as well as fostering a positive and safe work environment for all.

Council will do this by revisiting the 'Working Together' workshop outcomes, governing strategically for the whole municipality and not just individual wards, and building and maintaining positive relationships with each other, the CEO and Directors.

14 Notices Of Motion

Nil.

15 Notices Of Rescission

Nil.

16 Urgent Business

17 Confidential Business

18 Meeting Closure