

# Council Meeting

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## Agenda

**Tuesday, 27 August 2024**

Council Chamber - Civic Centre  
and via Videoconference

## Information for Councillors and the community

### ACKNOWLEDGEMENT OF COUNTRY

Yarra Ranges Council acknowledges the Wurundjeri and other Kulin Nations as the Traditional Owners and Custodians of these lands and waterways.

We pay our respects to all Elders, past, present, and emerging, who have been, and always will be, integral to the story of our region.

We proudly share custodianship to care for Country together.



### COUNCIL VISION

Whether you live here or visit, you will see how much we care for country, how inclusive and connected our communities are, and how sustainable balanced growth makes this the best place in the world.

### VALUE OF HISTORY

We acknowledge that history shapes our identities, engages us as citizens, creates inclusive communities, is part of our economic well-being, teaches us to think critically and creatively, inspires leaders and is the foundation of our future generations.

### COUNCILLOR COMMITMENT

We'll be truthful, represent the community's needs, be positive and responsive and always strive to do better.

### OUR COUNCILLORS

**Billanook Ward:** Tim Heenan  
**Chandler Ward:** David Eastham  
**Chirnside Ward:** Richard Higgins  
**Lyster Ward:** Johanna Skelton  
**Melba Ward:** Sophie Todorov

**O'Shannassy Ward:** Jim Child  
**Ryrie Ward:** Fiona McAllister  
**Streeton Ward:** Andrew Fullagar  
**Walling Ward:** Len Cox

### CHIEF EXECUTIVE OFFICER & DIRECTORS

**Chief Executive Officer,** Tammi Rose  
**Director Built Environment & Infrastructure,** Hjalmar Philipp  
**Director Communities,** Leanne Hurst

**Director Corporate Services,** Andrew Hilson  
**Director Planning and Sustainable Futures,** Kath McClusky

### GOVERNANCE RULES

All Council and Delegated Committee meetings are to be conducted in accordance with Council's Governance Rules, which can be viewed at: <https://www.yarraranges.vic.gov.au/Council/Corporate-documents/Policies-strategies/Governance-rules>

### PUBLIC PARTICIPATION IN MEETINGS

Members of the community can participate in Council meetings in any of the following ways:

- making a verbal submission for up to 5 minutes on matters not listed on the agenda.
- submitting a question.
- speaking for up to 5 minutes to a specific item on the agenda. For planning applications and policy issues, the Chair will invite one person to speak on behalf of any objectors and one person to speak on behalf of the applicant. For other matters on the agenda, only one person will be invited to address Council, unless there are opposing views. At the discretion of the Chair, additional speakers may be invited for items of large interest.
- speaking for up to 5 minutes to a petition to be presented at a meeting.

For further information about how to participate in a Council meeting, please visit: <https://www.yarraranges.vic.gov.au/Council/Council-meetings/Submissions-questions-petitions-to-Council>

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A person in attendance at the meeting must not operate film, photographic, tape-recording or other equipment to reproduce sound and/or images at any meeting without first obtaining the consent of the Chair.

The Minutes produced after each Council Meeting form the official record of the decisions made by Yarra Ranges Council.

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## **EVACUATION PROCEDURES**

In the case of an emergency during a meeting held at the Civic Centre, 15 Anderson Street, Lilydale, you should follow the directions given by staff and evacuate the building using the nearest available exit. You should congregate at the assembly point at Hardy Street car park.

## **CONTACT US**

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*In accordance with Chapter 3, Rule 60, of the Governance Rules developed by Council in accordance with section 60 of the Local Government Act 2020.*

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## **YARRA RANGES COUNCIL**

**AGENDA FOR THE 610<sup>TH</sup> COUNCIL MEETING TO BE HELD ON TUESDAY  
27 AUGUST 2024 COMMENCING AT 7.00PM IN COUNCIL CHAMBER, CIVIC  
CENTRE, ANDERSON STREET, LILYDALE AND VIA VIDEOCONFERENCE**

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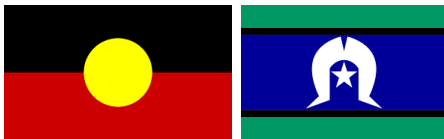
### **1. MEETING OPENED**

## 2. ACKNOWLEDGEMENT OF COUNTRY

Yarra Ranges Council acknowledges the Wurundjeri and other Kulin Nations as the Traditional Owners and Custodians of these lands and waterways.

We pay our respects to all Elders, past, present, and emerging, who have been, and always will be, integral to the story of our region.

We proudly share custodianship to care for Country together.





### **3. INTRODUCTION OF MEMBERS PRESENT**

#### **OUR COUNCILLORS**

Billanook Ward: Tim Heenan  
Chandler Ward: David Eastham  
Chirnside Ward: Richard Higgins  
Lyster Ward: Johanna Skelton  
Melba Ward: Sophie Todorov  
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#### **CHIEF EXECUTIVE OFFICER & DIRECTORS**

Chief Executive Officer, Tammi Rose  
Director Built Environment & Infrastructure, Hjalmar Philipp  
Director Communities, Leanne Hurst  
Director Corporate Services, Andrew Hilson  
Director Planning & Sustainable Futures, Kath McClusky

**4. APOLOGIES AND LEAVE OF ABSENCE**

There were no apologies received prior to the commencement of this meeting.

**5. MAYORAL ANNOUNCEMENTS**

**6. CONFIRMATION OF MINUTES**

**RECOMMENDATION**

*That the Minutes of the Council Meeting held Tuesday 13 August 2024, as circulated, be confirmed.*

## 7. CONFLICTS OF INTEREST

*In accordance with Chapter 7, Rule 4, of the Governance Rules developed by Council in accordance with section 60 of the Local Government Act 2020.*

*The Local Government Act 2020 defines two categories of conflict of interest:*

- *a general conflict of interest, which is defined as "...a relevant person has a general conflict of interest in a matter if an impartial, fair-minded person would consider that the person's private interests could result in that person acting in a manner that is contrary to their public duty", and*
- *a material conflict of interest, which is defined as "...a relevant person 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 (a) directly or indirectly; or (b) in a pecuniary or non-pecuniary form."*

*In accordance with section 130 of the Local Government Act 2020, a conflict of interest must be disclosed in the manner required by the Governance Rules and the relevant person must exclude themselves from the decision-making process.*

No Conflicts of Interest have been received prior to the Agenda being printed.

## **8. QUESTIONS AND SUBMISSIONS FROM THE PUBLIC**

*In accordance with Chapter 3, Rules 57 and 59, of the Governance Rules developed by Council in accordance with section 60 of the Local Government Act 2020.*

A person may make a submission to Council on matters that are not listed on the Agenda. A submission may be on any matter except if it:

- (a) is considered malicious, defamatory, indecent, abusive, offensive, irrelevant, trivial, or objectionable in language or substance;
- (b) is substantially the same as a submission made to a Council meeting in the preceding 12 months;
- (c) relates to confidential information as defined under the Act;
- (d) relates to the personal hardship of any resident or ratepayer; or
- (e) relates to any other matter which the Council considers would prejudice the Council or any person.

### **SUBMISSIONS TO COUNCIL**

#### **Mooroolbark Umbrella Group**

Randall Bouchier wishes to provide Council with an update on the work being undertaken by the Mooroolbark Umbrella Group.

## 9. PETITIONS

*In accordance with Chapter 3, Rules 60, of the Governance Rules developed by Council in accordance with section 60 of the Local Government Act 2020.*

A person may submit a petition to Council on matters that are not listed on the Agenda. Every petition or joint letter submitted to Council must:

- a) identify a 'Lead Petitioner' who Council can correspond with;
- b) be legible and in permanent writing;
- c) be clear and state on each page the matter and action sought from Council. Every page of a petition or joint letter must be a single page of paper and not be posted, stapled, pinned or otherwise affixed or attached to any piece of paper other than another page of the petition or joint letter;
- d) not be derogatory, defamatory or objectionable in language or nature;
- e) not relate to matters outside the powers of Council; and
- f) clearly state the names and addresses of at least seven (7) people who live, work, study or do business in the Municipal district.

There were no Petitions received prior to the Agenda being printed.

## PLAN FOR VICTORIA SUBMISSION

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Report Author: Principal Strategic Planner  
Responsible Officer: Director Planning & Sustainable Futures  
Ward(s) affected: (All Wards);

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*The author(s) of this report and the Responsible Officer consider that the report complies with the overarching governance principles and supporting principles set out in the Local Government Act 2020.*

## CONFIDENTIALITY

This item is to be considered at a Council meeting that is open to the public.

## SUMMARY

On 4 July 2024 the State Government opened its formal period for seeking submissions on the following eight “Big Ideas” for its new Plan for Victoria document that will shape the future of Victoria:

- More homes in locations with great public transport access.
- More housing options for all Victorians, including social and affordable homes.
- More jobs and opportunities closer to where you live.
- More options for how we move from place to place.
- More certainty and guidance on how places will change over time.
- More trees and urban greening in our parks and community space.
- More protections from flooding, bushfire and climate hazards.
- Greater protection of our agricultural land.

The State is seeking is seeking submissions on these ideas and the recently released housing targets until 30 August 2024.

A submission responding to the eight ideas and housing targets is at Attachment 1.



**RECOMMENDATION**

***That Council endorse the submission to Plan for Victoria generally in accordance with Attachment 1.***

**RELATED COUNCIL DECISIONS**

None

**DISCUSSION*****Purpose***

The purpose of this report is to present a proposed submission to the eight big ideas and the draft housing targets presented as part of the Victorian Government consultation on the new Plan for Victoria.

***Background*****Plan Melbourne 2017-2050**

*Plan Melbourne 2017-2050* is the current strategic plan for metropolitan Melbourne, which is intended to integrate long-term land use, infrastructure and transport planning until 2050. It is accompanied by a five (5) year implementation plan with 112 actions.

The policies of *Plan Melbourne* are integrated into State level planning policy in local government planning schemes, and *Plan Melbourne* influences a range of other State government funding and decision-making, including (but not limited to):

- Support for key economic sectors.
- Funding for key programs, such as the Investment Attraction and Assistance Program.
- Establishing key State-level infrastructure.
- Developing plans for urban renewal precincts, in collaboration with relevant local governments.
- Identifying needed infrastructure to support metropolitan areas identified for growth and development, such as utility improvements and open space.
- Identifying special governance arrangements for particular issues.

### Proposed Plan for Victoria

The Victorian Government now intends to replace *Plan Melbourne* with a new Plan for Victoria, which would provide direction until 2050. This is due to:

- Recognition of the fast rate of residential growth and development, which is forecast to see eight (8) million people living in Melbourne and two (2) million in regional Victoria by 2050.
- The need for revised planning approaches for how Victorians live, work and connect, due to the high rate of population change, and critical current issues such as housing affordability.

### Housing Targets

On 16<sup>th</sup> June 2024, the Victorian Government released draft housing targets for each of Victoria's 79 councils, to show where 2.24 million new homes can be built by 2051.

The need for the targets is driven by a range of factors, including:

- A National Cabinet target of 1.2 million new, well-located homes over five years, from 1 July 2024, with \$3 billion in performance-based funding for states and territories that exceed their quotas of new housing. This is intended to apply pressure to states and territories to increase supply, including through planning reform.
- The Victorian Government's Housing Statement, 2023, to address housing supply in Victoria with a target of 800,000 homes in the next decade.
- The high rate of population growth in Victoria.
- The national housing affordability crisis.

The Victorian Government's intention is that once the targets are refined and agreed following the current consultation, councils will be required to demonstrate sufficient capacity in planning frameworks, and the zoning of urban land, to accommodate the identified housing needs.

Information from the Victorian Government indicates that the targets were calculated based on:

- An area's proximity to jobs and services.
- Level of access to existing and planned public transport.
- Environmental hazards like flood and bushfire risk.
- Current development trends and places already identified for more homes (like Suburban Rail Loop Precincts).

- Demonstrated development potential in established regional cities in Victoria.

For Yarra Ranges, the targets indicated that in the 28 years between 2023 and 2051, 28,000 new homes will need to be accommodated, equating to 1000 homes per year.

One of the key challenges is the number of houses that are currently being used as short-term rental accommodation and the impact they are having on housing supply and rental affordability. It is likely that trend will continue to occur without intervention from the State Government.

### Compatibility with the Yarra Ranges Housing Strategy

The Yarra Ranges Housing Strategy, adopted by Council on 11<sup>th</sup> June 2024, has a time horizon of 15 years, consistent with current State Government planning policy.

Over this time, the Housing Strategy plans for 11,000 dwellings (or 730 dwellings per year), based on direction (at the time of writing the Housing Strategy) in the Victorian Government's *Eastern Metro Land Use Framework Plan*.

The draft housing targets released by the Victorian Government, are generally aligned with the 15-year lifespan of the Housing Strategy. Beyond the 15-year time horizon, opportunities may need to be identified for how Yarra Ranges can accommodate further residential development, such as through rezoning of land, and/or new strategic redevelopment sites.

If the draft housing targets become part of a new Plan for Victoria, this added housing capacity will need to form a part of a new Housing Strategy post-2039 (when the recently Adopted Housing Strategy expires).

The targets seek housing capacity in excess of the current rate of building approvals and constructed dwellings:

- An average of 569 residential building approvals have been issued annually over the last five years.
- The current rate of residential development is 528 dwellings annually.

The discrepancy between these figures shows that the barriers to achieving further housing extend beyond the planning regulatory system to issues driven by the market, such as the cost of construction and the cost of labour.

### Consultation Undertaken

Preliminary consultation on Plan for Victoria has taken place with key decision-makers and local government, as well as leaders from the housing, development, environment and community sectors.

Council officers have met with officers from the Department of Transport and Planning on two occasions to discuss the Plan and housing targets.

Broader community consultation opened on 22 February 2024 through the State Government's Engage Victoria website to gather ideas.

The State has indicated that it has collected around 9000 pieces of feedback and had 850 hours of conversation with community, councils, and stakeholders, and that key messages received have been that valued attributes of a future Victoria are:

- Leafy green streets with trees, parks and open space.
- Better public transport, walking and cycling connectivity.
- Affordable homes for everyone.
- Protecting the valuable land where our food is grown.
- Vibrant and social places for people to connect and thrive.

The feedback received has assisted to identify the eight Big Ideas for Victoria's future.

#### Big Ideas for Victoria's Future

The eight Big Ideas identified by the State Government are:

- More homes in locations with great public transport access.
- More housing options for all Victorians, including social and affordable homes.
- More jobs and opportunities closer to where you live.
- More options for how we move from place to place.
- More certainty and guidance on how places will change over time.
- More trees and urban greening in our parks and community space.
- More protections from flooding, bushfire and climate hazards.
- Greater protection of our agricultural land.

Further information on the ideas is at Attachment 2.

Feedback and submissions are now invited from the public and other stakeholders until 30 August 2024 on both the eight big ideas and the housing targets and the best way to deliver them.

#### ***Key Issues***

The following are the key matters raised (in summary) in relation to the eight big ideas and housing targets as further discussed in the submission at Attachment 1.

Big Ideas

<b>Big Idea No.</b>	<b>Issues/suggestions</b>
<b>Big Idea 1 – More homes in locations with great public transport access</b>	<ol style="list-style-type: none"> <li>1. Suggestions for assistance the Victorian Government can provide to the land development sector, councils, and other stakeholders to encourage development, on issues such as: <ul style="list-style-type: none"> <li>• Addressing land contamination</li> <li>• Ways to achieve land consolidation</li> <li>• Means to address parking and infrastructure shortfalls</li> </ul> </li> <li>2. A need to review activity centres and other areas targeted for significant growth, based on clear and transparent criteria, and leveraging significant infrastructure investments.</li> </ol>
<b>Big Idea 2 – More housing options for all Victorians including social and affordable homes</b>	<ol style="list-style-type: none"> <li>1. A need to review the requirements of the <i>Planning and Environment Act 1987</i> for Councils to negotiate with property developers to achieve social and affordable housing.</li> <li>2. Explore reforms to encourage social and affordable housing, including policy and tax reform.</li> <li>3. Explore use of surplus State Government owned land, in well located areas, incorporating the application of inclusionary zoning.</li> <li>4. Explore creation of State level planning policy on housing diversity.</li> </ol>
<b>Big Idea 3 – More jobs and opportunities closer to where you live</b>	<ol style="list-style-type: none"> <li>1. Explore means to address conflicts between high density residential land uses in activity centres and commercial land uses.</li> <li>2. Review the Mixed Use Zone, which is commonly used in activity centres and allows some land uses that may cause amenity impacts for residential land uses.</li> </ol>
<b>Big Idea 4 – More options for how we move around from place to place</b>	<ol style="list-style-type: none"> <li>1. A need for acceptance that outer-suburban areas are car dependent, and to explore how car usage in these areas can become more sustainable, rather than a focus on applying inner-urban planning approaches to minimise car usage.</li> <li>2. Promotion of Yarra Ranges Integrated Transport Strategy, and its directions and advocacy items, which State Government assistance will assist to realise, such as the duplication of the railway line and a new train station at the Kinley Estate.</li> <li>3. Promotion of the Lilydale Bypass as a solution to traffic and movement issues in Lilydale, as recommended by the Lilydale Structure Plan.</li> </ol>
<b>Big Idea 5 – More certainty and guidance on how places</b>	<ol style="list-style-type: none"> <li>1. Recognition of the uncertainty created by the announcement of the housing targets, without prior consultation with councils and communities, and uncertainty over what this will mean for local</li> </ol>

<b>Big Idea No.</b>	<b>Issues/suggestions</b>
<b>will change over time</b>	neighbourhoods. 2. Recommendation for a review of planning provisions that apply to activity centres.
<b>Big Idea 6 – More trees and urban greening in our parks and community spaces</b>	1. The need to consider private land in addition to public land, in seeking to increase tree canopy, in keeping with Council's neighbourhood character policies. 2. Potential issues with relying predominantly on public open space areas for additional tree canopy. 3. The need for State Government direction on how canopy targets can be identified for particular areas. 4. Suggestions for alternative forms of urban greening, besides canopy trees alone.
<b>Big Idea 7 – More protections from flooding, bushfire and climate hazards</b>	1. The need for any final housing targets to recognise the large areas in Yarra Ranges are affected by environmental risks associated with flood, bushfire, and landslip and may not be viable options for future housing. 2. The varying advice Council has received from the State Government over planning for bushfire, as part of preparing the Yarra Ranges Housing Strategy 2024, and the need for clear guidance for all councils. 3. The need to target infrastructure improvement spending on activity centres identified for growth and change.
<b>Big Idea 8 – Greater protection of our agricultural land</b>	1. The potentially negative effects of allowing additional residential development outside the urban growth boundary (UGB), such as reducing agricultural viability. 2. Explanation of the negative effects that can result from the conversion of agricultural land to lifestyle properties. 3. Explanation of the complex relationship of tourism with agriculture, and the need for clearer planning policy. 4. The need for improved planning scheme controls over the dumping of soil on green wedge land, such as from urban subdivision and development. 5. The need for planning permit exemptions for rural workers' accommodation. 6. The need for more flexibility in green wedge policies and zones to allow for new and innovative agricultural practices.

### Housing Targets – Key Issues

The following key matters are raised in Council's submission:

- The time horizon for the housing targets does not equate to the time horizon for local government housing strategies (28 years, as opposed to 15 years), meaning that it is unclear how councils can demonstrate the required capacity over 28 years.

- It is unclear what the implications would be for councils that did not demonstrate the required capacity.
- Uncertainty over what types of housing would be counted towards the targets, such as retirement villages, and temporary housing like transitional housing and seasonal workers accommodation.
- The need for an improved State Government framework for development contributions schemes, or provision for other sources of funding to assist councils to make the necessary infrastructure improvements to support growing populations.
- The need to improve the responsiveness of the Yarra Ranges Planning Scheme due to the legislative requirement to adhere to the *Upper Yarra Valley and Dandenong Ranges Regional Strategy Plan*.
- Uncertainty over the importance of neighbourhood character in future planning for housing by local governments.
- Concerns with State Government modelling to inform the draft housing targets.
- Concerns with the narrow focus of State and Federal Governments on housing supply issues, when housing affordability is affected by a far larger range of variables.
- A need for State level policy direction on housing diversity, which is a critical determinant in housing affordability.
- Concerns with the short timeframes councils and other stakeholders have been given to consider the draft housing targets.

### ***Options considered***

#### **Option 1 – That Council endorse the submission to Plan for Victoria contained in Attachment 1**

Council endorsement of the submission will enable its lodgement with the State Government by the due date of 30<sup>th</sup> August 2024.

The commentary, concerns and suggestions contained within the submission will assist the State Government to shape the Plan for Victoria and to refine the housing target for the Yarra Ranges municipal area.

#### **Option 2 – That Council does not make a submission to Plan for Victoria**

Council could refrain from making a submission, however this may create a risk that the Plan for Victoria and the housing target attributed to Yarra Ranges may be developed by the Victorian Government without detailed understanding of Council's specific concerns and suggestions.

### ***Recommended option and justification***

It is recommended that Option 1 is pursued. This will inform the Victorian Government of Councils' specific and localised concerns, in order to inform the preparation of a Plan for Victoria in late 2024, incorporating a housing target for Yarra Ranges.

### **FINANCIAL ANALYSIS**

The preparation of a submission to Plan for Victoria is accounted for through the Strategic Planning budget.

### **APPLICABLE PLANS AND POLICIES**

This report contributes to the following strategic objective(s) in the Council Plan:

- Connected and Healthy Communities – by encouraging future population growth to areas well connected to existing infrastructure and services.
- Quality Infrastructure and Liveable Places – by encouraging the role of activity centres as hubs of population growth which support local economic development, while preserving the valued characteristics of suburban areas and green wedge areas.
- Protected and Enhanced Natural Environment – by encouraging limited population growth in green wedge areas, outside the urban growth boundary.

The submission contained in Attachment 1 has links across multiple Council strategies including but not limited to:

- Yarra Ranges Planning Scheme
- Connected – the Integrated Transport Plan 2020-2040
- Health and Wellbeing Plan 2021-2025
- Liveable Climate Plan 2020
- Economic Development Strategy 2022-2032
- Tree Canopy Strategy 2024

### **RELEVANT LAW**



A new strategic plan for Victoria is not required by law, but when completed, will be integrated into State policy within local government planning schemes.

The *Planning and Environment Act 1987* and State policy requires all Victorian councils, through their Planning Scheme, to provide a framework for urban planning and the use and development of land, to plan to accommodate projected population growth over at least a 15-year period and provide clear direction on locations where population growth should occur.

The specific requirements for undertaking a Housing Strategy and considering Neighbourhood Character are set out in the State Government's Planning Practice Note 90 *Planning for Housing, DELWP* (December 2019).

## **SUSTAINABILITY IMPLICATIONS**

### ***Economic Implications***

It is unclear what key directions the new Plan for Victoria will include. It is anticipated to be consistent with the Victorian Government's Housing Statement, 2023, which generally encourages new development to locations where infrastructure such as roads and drainage have capacity to support new development. This creates efficiency in the existing system and reduces capital outlay for new infrastructure. By encouraging new development to be close to services and facilities, car dependency may be reduced which will lower transportation costs for residents. These directions are consistent with the Yarra Ranges Housing Strategy, 2024.

### ***Social Implications***

The submission contained in Attachment 1 emphasises the need for State Government policy direction on housing diversity, which will improve housing accessibility and affordability for all residents regardless of age or abilities, and will encourage inclusive, well-connected communities.

### ***Environmental Implications***

The submission contained in Attachment 1 emphasises the need to protect green wedge land from residential development, and through strengthened planning policy on key issues, such as rural-residential development, tourism-related development, and the dumping of soil. The submission also emphasises the need for housing targets in Yarra Ranges to reflect the significant range of environmental hazards in Yarra Ranges, such as bushfire, flood, and landslip.

## **COMMUNITY ENGAGEMENT**

Council has not undertaken engagement with the Yarra Ranges community in formulating the response contained in Attachment 1, as this is a State Government run consultation exercise. However, the State Government has engaged with the general public and relevant stakeholders, as described above under 'Background' – 'Consultation Undertaken to Date'.

Consultation remains open until 30<sup>th</sup> August 2024, for any person, group or organisation wishing to make a submission to the Victorian Government.

## **COLLABORATION, INNOVATION AND CONTINUOUS IMPROVEMENT**

In formulating the above response, the Strategic Planning Department invited relevant internal departments of Council to contribute, including:

- Urban Design
- Economy, Tourism and Culture
- Open Space Strategy and Planning
- Recreation and Sport
- Infrastructure Services
- Social Infrastructure Planning
- Health and Wellbeing
- Climate and Nature

## **RISK ASSESSMENT**

There is no risk associated with providing a submission to the State Government's Plan for Victoria.

## **CONFLICTS OF INTEREST**

No officers and/or delegates acting on behalf of the Council through the Instrument of Delegation and involved in the preparation and/or authorisation of this report have any general or material conflict of interest as defined within the *Local Government Act 2020*.

## **ATTACHMENTS TO THE REPORT**

1. Proposed Submission to the Victorian Government's Plan for Victoria
2. Big Ideas for Victoria's Future Summary Paper



# **Submission to *Plan for Victoria – Big Ideas for Victoria’s Future, and Housing Targets***

**27<sup>th</sup> August 2024**

DRAFT

## Introduction

Yarra Ranges Council welcomes the opportunity to provide feedback on the *Big Ideas for Victoria's Future* and the recently announced proposed housing targets for Victoria. Council's response and suggestions are further discussed below.

## Big Ideas

### Big Idea 1 – More homes in locations with great public transport access

Prompt questions:

- What do you think we should do to prioritise homes close to public transport, services and shops?
- Where would you like to see more homes in your local area?

In order to prioritise homes, close to public transport, services and shops, the following is recommended:

- Explore assistance that can be offered to land developers in investigating and addressing land contamination issues.
- Explore incentives and mechanisms to encourage land consolidation, in order to realise new large land holdings for high-density and mixed-use development.
- Explore the potential to provide assistance to Councils to address parking shortfalls in activity centres where there are proposed increases to residential density, such as assistance with financing of new multi-level car parking structures.
- Prioritise Melbourne Water drainage upgrades in and near principal, major and neighbourhood activity centres subject to flooding.
- Identify a broad range of activity centres in inner and middle-ring local government areas that are suitable to substantial increases in residential density. It is noted that the ten initial centres identified in the Victorian Government's *Housing Statement 2024-2034* to accommodate an additional 60,000 new homes (under 'Increase housing choice in activity centres'), appear problematic due to issues such as car dependency (Chadstone), and/or being located in outer suburban areas where infrastructure and accessibility is limited by comparison to inner and middle-ring activity centres. It is suggested that a new review is needed, in collaboration with relevant Councils, based on clear and transparent criteria. The resulting centres should then be a focus for major investment, public realm and infrastructure improvements.

- Significant new State level infrastructure should be leveraged for its potential to enable higher density and social housing. Consider introducing new planning controls near relevant level crossing removals, near train stations and along the Suburban Rail Loop to mandate high density housing, including a social housing component. Consistent with the Housing Statement, this should target well located areas in relation to employment, infrastructure and services, such as key locations in inner and middle ring suburbs.

In Yarra Ranges, additional residential density is encouraged in the Lilydale, Chirnside Park, and Mooroolbark activity centres, as described in the Yarra Ranges Housing Strategy, 2024.

## Big Idea 2 – More housing options for all Victorians including social and affordable homes

Prompt questions: How do you think a plan for Victoria could help to increase the amount of social and affordable homes?

In order to provide more social housing and affordable homes the following is suggested:

- A review of the legislative changes made to the *Planning and Environment Act 1987* to require local governments to negotiate with developers over social and affordable housing. The legislative changes did not provide meaningful direction to local governments in seeking these outcomes, were not supported by specific requirements in Planning Schemes, and have not led to improved outcomes in Yarra Ranges.
- Explore reforms that can provide more certainty about expectations to all parties, including the introduction of inclusionary zoning.
- Review the Windfall Gains Tax, as this potentially conflicts with affordable housing objectives. For instance, explore the potential to waive the WGT for developments which provide a specified quantum of social and affordable housing.
- Explore a range of tax incentives to encourage social and affordable housing, and advocate for Federal level tax reform if required.
- Undertake a review of all State Government owned land in and near principal, major and neighbourhood activity centres, in collaboration with relevant local governments, to identify potential sites for social and affordable housing, based on clear and transparent criteria. Make suitable land available for development, in collaboration with relevant Councils, subject to an identified process and conditions. The use of inclusionary zoning for these sites should be explored.
- As mentioned in the feedback under 'Big Idea 1', significant new infrastructure such as level crossings and the Suburban Rail Loop, should be leveraged for high density and social housing opportunities, which the State Government can do through the introduction of new planning controls, targeting key locations in inner and middle ring suburbs.

- Housing affordability is closely linked to housing diversity, particularly in outer suburban areas where housing stock is dominated by detached, family homes. A State level policy on housing diversity, with differing requirements specific to inner, middle-ring, and outer-suburban areas, could assist in improving affordability outcomes.
- One of the key challenges for Yarra Ranges and across Victoria is the impact of short-term rentals on the supply of housing. Anecdotal information has indicated that short term rental accommodation (STRA) like AirBnB, has contributed to a boom in tourism, resulting in increased local spending, particularly in areas like Healesville and Warburton, which can create employment options. However, STRAs can also bring the potential to compromise the viability of visitor accommodation businesses such as hotels and motels in these areas, due to their comparative lack of regulation and compliance obligations.
- Likewise, there are indications that the prevalence of STRAs, particularly in high tourism areas like Healesville and Warburton, where STRAs are abundant, are also having an impact on the supply of affordable rental housing, as well as detrimental effects on community cohesiveness and resilience. Unlike properties leased under residential tenancy regulations, STRAs are not subject to the same stringent compliance measures. They often generate a higher income for property owners, making this a more appealing model than providing long term rentals. While STRAs support tourism, they are reducing the availability of affordable housing for local workers and residents. The impact of STRA on the housing and economy of is complex and requires further investigation and should be addresses as part of Plan for Victoria.

### Big Idea 3 – More jobs and opportunities closer to where you live

Prompt questions: How can we protect land for employment so that we can improve access to jobs and services?

Big Idea 3 is closely related to Big Idea 1, regarding the need to intensify residential and commercial development opportunities in strategically identified activity centres. Please refer to comments under Big Idea 1.

The Housing Statement encourages more residential density located in and around large activity centres, which will bring more residential land uses into proximity, and potential conflict with commercial land uses. Residential land uses may experience noise, parking and other impacts from businesses like gyms and food and drink premises. It is recommended to review the direction and guidance on addressing these impacts in the planning system, in collaboration with the EPA. Given the increased likelihood of these conflicts occurring due to the future increase residential densities in and around employment areas, the State Government should consider new planning policies and requirements for acoustic treatments to safeguard the amenity of residential development in identified areas.

It is recommended to review the Mixed Use Zone, which allows for land uses such as Industry and Warehouse, which have potential for amenity impacts on residential land uses.

#### Big Idea 4 – More options for how we move around from place to place

Prompt questions: In what ways can we enhance public transport options and make walking and cycling more attractive, and how can we change behaviours around car dependency?

Commuter transport patterns and urban planning in outer suburban areas of Melbourne are commonly misunderstood at State Government level, where inner-urban planning approaches to reducing car dependence are frequently understood as being equally appropriate for outer-suburban areas. Outer-suburban areas will always be car dependent, particularly urban areas like in Yarra Ranges, where topography and distance to services combine to make walking and cycling inherently unattractive in some areas, including Major Activity Centres such as Lilydale. Some suggested strategies to make car use more sustainable are:

- Taxation incentives to encourage uptake of electric vehicles within the community, supported by adequate charging facilities and infrastructure to support use of EVs. This includes use of electric cars, E-bikes, E-scooters, and other electric vehicle options.
- Multi-level car parking structures within strategically identified activity centres, where high residential densities are encouraged.

Yarra Ranges Integrated Transport Strategy 2020-2040 has numerous directions to make walking and cycling more attractive. Assistance from the State Government in realising these objectives is required. Key directions from the strategy include:

- Expanding the footpath network in priority areas, with a focus on connections to train stations and modal interchanges.
- Advocate to State Government for:
  - Infrastructure improvements including the duplication of the rail line between Lilydale and Mooroolbark stations, improved rail frequency and service reliability, a new train station to serve the Lilydale Quarry (Kinley) redevelopment, and options to manage through traffic on Main Street.
  - A wholesale review of the bus network to ensure that bus routes and timetable match contemporary needs, which would include greater evening and weekend frequencies and expansion of tele-bus services.
  - Changes to improve service on train lines in Yarra Ranges, including changes to Burnley Junction, and quadruplication of the line between Burnley Junction and Camberwell.

- Key constraints identified in the Network Development Plan to be addressed, including constraints at Ringwood Junction and single-track sections on the Belgrave line.
- The introduction of pulse timetables, enabling better coordination of bus timetables with train timetables, so that buses arrive at train station interchanges with sufficient time for passengers to get their train and then the bus waits at the station until disembarking train passengers can get to their bus.
- The introduction of bike racks on buses, to enable better integration of cycling and public transport
- Investigate opportunities to install smart infrastructure to provide real time information for commuters on where available parking bays are.

The Lilydale Major Activity Centre Structure Plan, 2022, has an Action to:

- Advocate to the Minister for Transport and the Department of Transport for the delivery of the Lilydale Bypass.

Council is now undertaking work to establish urban design principles to guide the preferred form of a future Lilydale bypass, which will be used as the basis for advocacy to the State Government in coming months.

#### Big Idea 5 – More certainty and guidance on how places will change over time

Prompt questions: How do you think we can give communities more certainty for how places will change over time?

The Housing Targets recently released by the Victorian Government, without prior consultation with local governments or communities, have introduced significant uncertainty over how dwelling increases can be achieved in a way that is complementary to preferred neighbourhood character and neighbourhood amenity. Clarity and leadership on these issues is needed from State Government level, as well as adequate consultation and feedback opportunities.

In addition, the Victoria Planning Provision controls intended for application to activity centres can be lengthy and confusing, particularly for laypeople, which can decrease the clarity and usability of planning schemes. An example of this is the Activity Centre Zone, which is the Victorian Government's preferred zone to apply to large activity centres where structure plans have been undertaken (PPN56). In many instances, ACZ zone schedules can be over 30 pages long, across up to 10 precincts, combining information on land use, permit triggers, and design and development requirements. ACZ schedules require users to read across multiple sections of a schedule, in order to correctly interpret planning guidelines and requirements. While the overall intention and application of the ACZ is understood and supported, it is recommended that the preferred structure, form, and application of the ACZ, and other relevant activity centre controls, is reviewed.



## Big Idea 6 – More trees and urban greening in our parks and community spaces

Prompt questions: What are your thoughts on setting targets to increase tree canopy in our public spaces? What do we need to take into account?

In order to address the urban heat island effect, it is suggested private land needs to be considered in addition to public land. Trees on private land in people's front and backyards, which form part of the neighbourhood character of suburban areas, comprise over three quarters (77%) of Yarra Ranges tree canopy cover within our built-up areas.

Regarding parkland areas, some issues that need to be considered are:

- Balancing the competing priorities of achieving useable open space and recreation needs of increasingly dense activity centres, with the need for additional trees and landscaping.
- Fire risk, in some middle-ring and outer-suburban areas.
- Crime Prevention Through Environmental Design Principles.
- Species selection for resilience to climate change effects.
- The potential to provide planting as part of stormwater management projects by Melbourne Water, such as to transform underutilised open space into wetland areas.

Yarra Ranges Council recently adopted a Tree Canopy Strategy, 2024, which has an action 5.1 to 'Integrate tree canopy cover targets for all activity centres. State Government guidance on a preferred methodology to identify canopy targets for particular areas would assist.

Streetscapes present a good opportunity to increase canopy and greening, in areas with a shortage of street tree planting. The concept of 'urban greening' should not be limited to canopy trees alone, but can include low and medium height planting, such as on nature strips. Many local Councils have guidelines and local laws relating to the planting of nature strips, which the State Government should have regard to, and these are intended to ensure planting is safe and fits within the character of relevant areas. In setting canopy and urban greening targets, these planting opportunities should be incorporated.

## Big Idea 7 – More protections from flooding, bushfire and climate hazards

Prompt questions: How can we balance development needs with the protection of areas prone to flooding and bushfire hazards?

Yarra Ranges is an LGA with extensive areas of urban land subject to bushfire, flood, and landslip risk, which must be taken into account in consideration of housing targets.

Yarra Ranges Council recently adopted a Housing Strategy and Neighbourhood Character Study, which were prepared in accordance with Planning Practice Note 90 (Planning for

Housing) and other relevant State Government directions. Since the adoption of the Housing Strategy, Council has been informed by the CFA and DTP officers that a strategic landscape and local level bushfire hazard assessments must be prepared as a basis for a planning scheme amendment to implement the Housing Strategy, that considers the relative risks of the areas where growth is proposed or encouraged.

In order to plan for housing and residential growth in a manner consistent with the expectations of the State Government, Councils need:

- Clear written direction, in the form of a Ministerial Direction or Practice Note, which sets out the expectations for the preparation of a housing strategy;
- An avenue for funding assistance in carrying out the required studies. In an LGA the size of Yarra Ranges, with its range of dispersed townships and urban areas, to carry out bushfire assessments at both a strategic landscape and local level, is a significant cost burden;
- Reduced expectations for the amount of housing growth and change Yarra Ranges can accommodate, due to the widespread environmental risks the municipality has, including bushfire, flood and landslip risk.

In order to plan effectively for flooding, activity centres identified for residential growth and change should be identified for drainage infrastructure capacity improvements, with State funding assistance made available.

#### Big Idea 8 – Greater protection of our agricultural land

Prompt questions: How can township boundaries protect agricultural land? What considerations should be taken into account?

The Urban Growth Boundary (UGB) currently prevents the expansion of many of Yarra Ranges townships including, Healesville, Yarra Glen, Warburton, Milgrove, Wesburn, Yarra Junction, Launching Place, Woori Yallock, Seville East, Seville, Wandin North, Monbulk and Belgrave/Upwey/Tecoma.

Additional urban housing development outside of the established UGB would lead to unsustainable outcomes such as high infrastructure costs and adverse impacts on the environment and landscape, and the viability of agricultural production through speculative practices such as land banking. Changes to the UGB can undermine confidence and investment decision making for agricultural producers.

There is an increasing pressure on agricultural land being purchased for lifestyle properties, as well as green wedge land on the fringes of townships being purchased with intention to hold for conversion to future residential land uses. Conversion of green wedge land to lifestyle properties can have large implications for agricultural land, leading to lower standards of land maintenance, weed infestation, biosecurity issues, and the degradation of quality agricultural land.

There is a need for further guidance in planning schemes on ancillary uses in green wedge areas. There is increasing pressure in Yarra Ranges' green wedge areas for tourist related development in association with wineries, such as accommodation, function centres, exhibition centres, restaurants, and venues for concerts and events. While these land uses have potential to support tourism and economic development, they can also conflict with nearby agricultural land and activities for a range of reasons, from amenity to use of local roads. Planning policy needs stronger recognition of the role of tourism in supporting agriculture, while also setting limitations on the scale of tourism in these areas so that it does not supersede agriculture as the dominant land use, and thereby create issues for agricultural viability.

Yarra Ranges has a long-standing problem with the dumping of soil on agricultural land, which can occur as a byproduct of urban subdivision and development in metropolitan areas, or as a result of large State Government infrastructure projects. This can significantly reduce the fertility and viability of agricultural areas. Council has written to the State Government previously on this issue, seeking planning scheme changes to introduce clear planning policy, permit triggers and decision guidelines. However, this has not resulted in any action to address the issue by DTP as part of its 'Planning for Melbourne's Green Wedges and Agricultural Land', or its recently announced 'Green Wedges and Agricultural Land Action Plan, 2024'.

In addition, there is a need to support agriculture through the planning system by providing planning permit exemptions for rural worker's accommodation in the Green Wedge zones to allow greater flexibility on this issue. Council has also formally advocated to State Government on this issue.

As experienced in Yarra Ranges and other green wedge council areas, the agricultural sector is rapidly changing and innovating its business models and farming approaches. At times, the restrictions of green wedge policies and zones can inhibit this innovation from occurring. The State Government should consider easing the restrictions on agricultural producers in green wedge areas to encourage more innovation.

## Housing Targets

In relation to the Housing Targets recently released by the Victorian Government for all local government areas, Council notes that Yarra Ranges is identified to accommodate 28,000 dwellings over the period from 2023-2051 (28 years), equating to 1000 dwellings per year. The below table sets out Council's initial concerns with the targets.

Issue	Comments
Time period for local government housing strategies	<p>In accordance with Clause 11.02-1S (Supply of Urban Land) of the Yarra Ranges Planning Scheme, Yarra Ranges' Housing Strategy is based on a 15-year timeframe. This is the period Council has used as the basis for ensuring the proposed housing framework allows sufficiently for residential growth and change.</p> <p>The 28-year timeframe of the Housing Targets is roughly double the period of a municipal housing strategy, meaning that Councils will only have analysed housing capacity in relation to their respective housing and planning frameworks over the first half of the 28-year period.</p> <p>It is unclear how this discrepancy is intended to be addressed at State level. To extend the period referred to in Clause 11.02-1S to 28 years is considered too lengthy for Councils to plan for housing needs with accuracy.</p> <p>The Planning Institute of Australia, in its written response to the Housing Targets, suggested a 20-year period, which would be acceptable.</p>
Implications of not demonstrating capacity	<p>The manner with which the housing targets were introduced through the mainstream media was hostile to local government and included statements that councils could be stripped of their planning powers if targets were not met.</p> <p>In this context, clarity is sought from the State Government over what the implications of not demonstrating sufficient capacity are intended to be.</p> <p>As referred to in the table item above, it is unclear how any local government has the capability to demonstrate capacity over a 28-year period, when local government housing strategies are based on a 15-year timeframe.</p> <p>It is understood that the intention of the housing targets is for local governments to demonstrate capacity in the planning system, rather than to deliver housing itself, which is not its role. However, it should be noted that capacity in the planning system, and the quantity of planning approvals, do not always equate to housing being delivered by the private sector. There are many factors beyond the control of local governments, such as the capacity of the market to deliver housing, the cost of construction, and labour costs.</p>
Time period for the Housing Targets	The time period for the Housing Targets appears to begin in 2023, however the Targets were released in mid-2024. It is

Issue	Comments
<p>Uncertainty over what types of housing will be counted towards the targets</p>	<p>suggested that the Targets may need to be amended to account for the time within the Housing Target period that has already elapsed.</p> <p>Within the information available, it is unclear what types of housing will be counted towards the targets, besides single dwellings on a lot, and multi-unit developments. Specifically, there is a lack of clarity over temporary dwelling arrangements, such as transitional housing and seasonal workers accommodation. Categories where a lack of clarity exists are:</p> <ul style="list-style-type: none"> <li>• Retirement villages</li> <li>• Aged care accommodation</li> <li>• Crisis accommodation</li> <li>• Transitional housing</li> <li>• Rooming houses</li> <li>• Secondary dwellings</li> <li>• Residential buildings</li> <li>• Seasonal workers accommodation</li> <li>• Tiny houses</li> <li>• Co-housing</li> <li>• Caravan parks, many of which may have permanent residents</li> </ul> <p>In outer-urban and rural areas, there is an increasing pressure to allow for non-standard dwelling models, such as tiny houses, which are seen as affordable housing alternatives.</p> <p>In order to demonstrate adherence to the Targets, clarity is needed on a fundamental level over what the Targets refer to.</p> <p>As part of developing the Yarra Ranges Housing Strategy, 2024, a key issue that arose in community feedback was that there should be more flexibility in the planning and building regulatory systems to enable the retrofitting of large family homes as housing to accommodate multiple generations. It would be helpful for the State Government to explore this issue, and any legislative or regulatory changes needed to achieve this.</p>
<p>Development Contributions Schemes and infrastructure funding</p>	<p>Yarra Ranges' experience in investigating the implementation of a development contributions scheme, is that existing models are oriented to growth areas of Melbourne, and highly problematic to implement in established areas. This has been raised previously with the State Government by Councils, as well as in media coverage.</p> <p>In order to support the changes to housing promoted by the Housing Statement, with activity centres as a focal point for a renewed emphasis for high density housing, DCPs will play a critical role for local governments in providing adequate funds for the necessary improvements to infrastructure. Council continues to seek State Government reform on this issue.</p> <p>Councils across Victoria are experiencing significant pressure to provide for current infrastructure needs, without the additional infrastructure needs created by population growth. Clarity is</p>

Issue	Comments
	<p>needed on how future infrastructure gaps will be met, and what funding mechanisms and funding streams will be available.</p> <p>The Rate caps that have been in place now for some time have resulted in limitations on the ability for Council to fund and deliver key upgrades to infrastructure in order to support development. The recent announcements of Federal grant funding to support local governments in infrastructure provision are welcomed.</p>
<p>Fast, responsive, contemporary planning frameworks</p>	<p>In order to plan and adapt to the changes promoted by the Housing Statement, all councils will require adaptable and responsive planning frameworks and planning schemes.</p> <p>In Yarra Ranges this is hampered by Section 46F of the <i>Planning and Environment Act 1987</i>, which requires ongoing consistency between the Yarra Ranges Planning Scheme and the Upper Yarra Valley and Dandenong Ranges Regional Strategy Plan (RSP).</p> <p>In a recent example to illustrate this point, Amendment C148 awaited Approval by the Minister for four years. This was because C148, being a significant review and update of the Yarra Ranges Planning Scheme, contained inconsistencies with the RSP which was written in 1982. The inconsistencies required an amendment to the RSP, to bring it into alignment with C148, which required parliamentary ratification.</p> <p>This is not an uncommon scenario in Yarra Ranges. Due to the lengthy timeframe to achieve ratification, C148 awaited approval for such a long period that by the time it was approved, some of the changes made were already outdated and in need of review.</p> <p>The RSP is the responsibility of the Minister for Planning. However, there has been no indications that this continuing reliance on the RSP to guide the current planning scheme may change. Council considers that this is not a sustainable or sensible contemporary planning approach, particularly in light of recent statements by the State Government over Housing Targets and the Housing Statement. Council would welcome the opportunity to work with the Minister for Planning to investigate alternative approaches.</p> <p>In reforming planning systems, the focus of the State Government is generally on improving timeframes for the assessment and processing of planning permit applications. However, the planning scheme amendment process also needs review. Aside from the issues outlined above for Amendment C148, Yarra Ranges has experienced generally slow timeframes over a range of examples in its communications with the State Government on planning scheme amendments.</p>
<p>The importance of local neighbourhood character</p>	<p>In planning for housing, Council is guided by State Government direction, as contained in Planning Practice Note 90 (Planning for Housing), that neighbourhood character is a critical consideration in determining a housing framework.</p>

Issue	Comments
	<p>Despite this, recent announcements by the State Government appear to seek to reduce the importance of neighbourhood character in planning decision making. One example of this is the recent project to codify Rescode requirements, which seeks to reduce the exercise of discretion in decision making (which often relates to neighbourhood character concerns) in favour of a codified system.</p> <p>Added to this, the Housing Targets have led Yarra Ranges Council to question the ongoing role of neighbourhood character in planning for housing.</p> <p>In order to achieve improvements to neighbourhood character and housing design, more ground-level open space and more spacing around building elements is often needed, especially in suburban settings. This often requires reductions in building scale and development yield.</p> <p>Yarra Ranges Neighbourhood Character Study 2024 examined issues of design in detail across all residential areas of Yarra Ranges, with the objective to achieve improved outcomes through increased landscaping and ground level open space opportunities. In the context of the Housing Targets, it is unclear whether these types of reforms will be supported in the future at State level. Clarity over this is needed to allow all local governments to plan for housing with confidence.</p>
DTP modelling to inform the Housing Targets	<p>There are a number of concerns with the modelling methodology used to calculate the Targets, as per the information presented to Councils, as follows:</p> <ul style="list-style-type: none"> <li>• Stage 3B refers to 'priority locations' being determined via weighted strategic scores being assigned to activity centres. However, there is no information provided on what criteria are the basis for this assessment of activity centres.</li> <li>• Stage 3ii refers to allocating dwelling supply figures to different areas based on the number of jobs accessible by public transport, as modelled in the VITM model(traffic modelling). It is unclear why this one aspect is identified as suitable to identify urban areas suitable for housing increases. There are a range of criteria that may be used to determine this, including the capacity of existing infrastructure, the provision of local parks and open spaces, proximity to services, the quality of local schools, and the prevalence of civic and community facilities in an area, among others. The modelling approach appears overly focussed on transport accessibility issues.</li> <li>• In the assessment of non-developable land to be discounted from the Targets, there are a number of concerns: <ul style="list-style-type: none"> <li>• Areas in the BMO are assumed to have no development capacity, which is false. The purpose of the BMO is not to prevent development.</li> </ul> </li> </ul>

Issue	Comments
	<ul style="list-style-type: none"> <li>• Areas in the EMO are assumed to have no development capacity, which is similarly false. We also note DTP do not have the benefit of the most recent EMO studies for Yarra Ranges. Council is willing to share this information on request.</li> <li>• For the 'constrained land' category, the 50% and 20% discount categories are extremely approximate. In reality, the degree of difference these overlays can make to reducing potential development yields will vary widely from site to site. There is no explanation of how these discount figures have been identified.</li> <li>• The Design and Development Overlay has not been factored into the calculations, despite being arguably the most important planning overlay to affect yield, due to its controls of subdivision, building heights, and building scale.</li> <li>• There does not appear to be any consideration of areas affected by a Development Plan Overlay.</li> <li>• In determining areas of flood risk, clarification is needed over whether the most recent Melbourne Water data has been used, and whether this accounts for climate change projections.</li> </ul> <ul style="list-style-type: none"> <li>• In determining the capacity of particular zones in specific LGAs, the top five (5) per cent largest projects are used as a basis. This does not account for areas where over-development may have been identified as an issue by local Councils, with strategic planning work to achieve improved built form outcomes, with potentially lower yields recommended than the largest possible development outcomes able to be found per area.</li> <li>• In calculating the capacity of activity centres, these have been mapped with approximate character types. These areas have then had 'typical typologies' applied to them. There is no information on how the approximate character types have been identified (i.e. is this based on Structure Plans, and Council strategic planning work?). It is unknown what the 'typical typologies' refers to. Consultation over these details with relevant Councils is critical to develop these concepts, based on local knowledge and extensive strategic planning work.</li> <li>• Land slope has not been considered in the capacity modelling, both for development sites where slope can affect the cost of development dramatically through the need for retaining walls, earthworks and excavation, but also for the distance between development sites and town centres, where slope can affect walkability and access.</li> <li>• Infrastructure capacity has not been considered as part of the capacity modelling, which is a critical consideration. This</li> </ul>



Issue	Comments
	<p>should include a detailed analysis of existing infrastructure, across all infrastructure categories. However, it should also consider major planned infrastructure, particularly large state investments in health, education and other infrastructure categories.</p>
<p>Narrow focus on supply issues</p>	<p>The approach of the Housing Targets, as explained in information presented to Council officers, is to 'provide additional housing over and above projected levels, with the aim to change the balance of affordability through extra supply.'</p> <p>House prices are affected by a large range of factors aside from the housing capacity factored into local government planning frameworks, such as taxation settings, interest rates, relative access to finance, the cost of labour and construction materials, and the availability of development sites with good access to labour markets and economic opportunities. The narrow focus of the State and Federal Governments on supply alone will not assist affordability without substantial reform in other areas. One signifier of this is the high number of planning permits granted across Melbourne for residential development, that have not yet been acted on.</p>
<p>Housing diversity</p>	<p>From the information provided to Council, the Housing Targets appear largely driven by a need for greater housing affordability. A critical determining factor in affordability is housing diversity.</p> <p>Currently, State level planning policy direction on housing diversity objectives is very fundamental and limited, and refers to the need to achieve diversity, without providing policy direction on what particular diversity outcomes are supported in particular areas, such as distinguishing between inner, middle-ring and outer suburban areas. It is largely left to local government to provide this guidance, through housing strategies. Aspects of diversity that need policy direction include:</p> <ul style="list-style-type: none"> <li>• Social and affordable housing</li> <li>• Key worker housing</li> <li>• Different typologies (number of bedrooms, building forms)</li> <li>• Accessible and adaptable housing (e.g. to allow for aging in place or access for people living with a disability)</li> </ul> <p>In providing Housing Targets to improve affordability, more direction on housing diversity is should be key component, rather than the more basic reliance of the Housing Targets on overall dwelling figures per area.</p>
<p>Short timeframes for development and feedback on the Housing Targets</p>	<p>It is unclear why this work has been developed with such haste, and as described above, with some serious questions over the accuracy of the analysis underpinning the Housing Targets, and the integrity of the exercise as a whole.</p> <p>Housing affordability appears to be a central concern, which the Housing Targets are seeking to address. However, affordability has been an issue for many years leading to this point, becoming progressively worse.</p>

Issue	Comments
	<p>It is agreed that serious intervention is needed to address affordability, however this needs to take a long-term strategic lens, rather than a reactionary and politically expedient one.</p> <p>Any action needs to include local government as partners, with adequate consultation and opportunities for input, rather than the urgency this work has been developed with, and the general lack of will to work local government that has been evident throughout.</p>
Eastern Region Group of Councils	Yarra Ranges Council is part of the Eastern Region group of Councils, together with Knox, Manningham, Maroondah, and Whitehorse. A submission will be made separately on behalf of this group, covering common issues and concerns identified.

### Conclusion

Council appreciates the opportunity to provide feedback on the above and would welcome the opportunity to be further involved in discussions over these matters. It is suggested that a second round of consultation should take place once the plan is more developed before the document is finalised.

# BIG IDEAS *for* VICTORIA'S FUTURE

Tell us how we can shape the future of Victoria together



We have travelled across Victoria asking some big questions about the future.

We've collected over 9,000 pieces of feedback, and had more than 850 hours of conversation with community, councils and stakeholders. This document provides you with a summary of the ideas shared by Victorians that we need your feedback on.

We've heard that Victorians want a future that is inclusive and vibrant - where everyone can have a place to call home with good connections to jobs, schools and services. These things will help us to create vibrant and safe communities where everyone can thrive.

Your feedback has helped to identify eight Big Ideas to transform Victoria. These Big Ideas will create a future that is liveable, sustainable and enriching – a future where Victorians feel healthy, empowered, safe and happy.

## Share *your* feedback on our Big Ideas.

Victorians have suggested the following Big Ideas and we need your feedback on the best way to deliver them. Let's create our future together.



**More homes in locations with great public transport access**



**More housing options for all Victorians including social and affordable homes**



**More jobs and opportunities closer to where you live**



**More options for how we move from place to place**



**More certainty and guidance on how places will change over time**



**More trees and urban greening in our parks and community spaces**



**More protections from flooding, bushfire and climate hazards**



**Greater protection of our agricultural land**

## Top priorities for Victorians

What you have told us so far:

- 1 Leafy green streets with trees, parks and open space
- 2 Better public transport, walking and cycling connectivity
- 3 Affordable homes for everyone
- 4 Protecting the valuable land where our food is grown
- 5 Vibrant and social places for people to connect and thrive

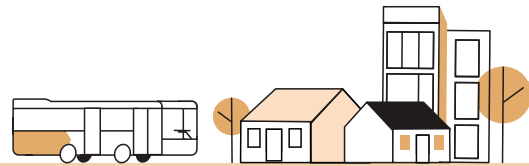


Tell us what you think about these Big Ideas on Engage Victoria.



# AFFORDABLE HOUSING *and* CHOICE

Providing all Victorians with a choice of a well-designed home, at an affordable price and close to daily needs.



## What we've heard so far

You've told us that we need more homes across Victoria. Many people have also told us that housing and renting choices are being significantly impacted by the cost of living and that more social and affordable homes are needed. In regional Victoria, we heard that there is a need for more new homes in a range of different styles to suit people's needs across all stages of life.

"We need more diverse housing - no more sprawling, neighbourhoods full of the same homes! We need a mix of homes that are walkable to shops, playground, schools."

"Protect renters against rapidly rising rents and housing instability."

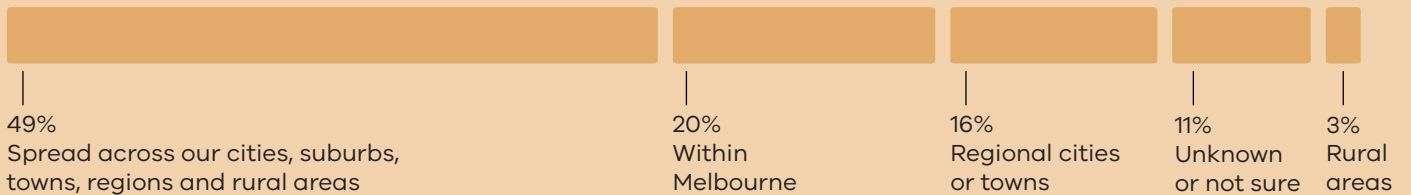
"We need to build a lot more houses, especially affordable and social housing."



## Top seven factors when choosing a place to live

-  Access to public transport
-  Access to employment
-  Affordability
-  Access to green spaces
-  How attractive the area is
-  Being close to family and friends
-  Access to hospitals and other health facilities

## Where you want to see new homes built





# BIG IDEAS

## • More homes in locations with great public transport access

We will need 2.24 million more homes by 2051 – 1.8 million in metropolitan Melbourne and 425,600 across regional Victoria. Making sure that new homes are built across the state and are well-located will allow us to maximise use of existing infrastructure and transport. When a new plan for Victoria is finalised, housing targets will show where new homes will be built across Victoria.



? What do you think we should do to prioritise homes close to public transport, services and shops?



? Where would you like to see more homes in your local area?

## • More housing options for all Victorians including social and affordable homes

We need to build more social and affordable homes so that more Victorians have access to housing that is safe, secure and suits their needs across all life stages.

There are many ways to provide more social and affordable homes for Victorians – everyone has a role to play.



? How do you think a plan for Victoria could help to increase the amount of social and affordable homes?

### What could the plan for Victoria do?

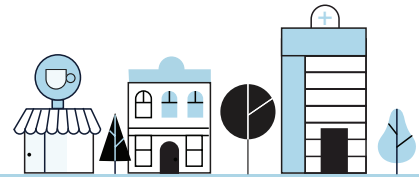
A new plan for Victoria could:

- Provide clear guidance about where more homes will go, including around transport hubs and closer to regional towns.
- Implement a minimum amount of social and affordable housing in new developments.
- Update regulations to improve the design quality of apartments, including consideration for climate resilient design.
- Make it easier and faster to assess permits for residential development that meet good design code.
- Require fewer car spaces for developments close to public transport to reduce costs and make homes more affordable.

Learn more about housing targets and tell us what you think of these Big Ideas and possible actions by scanning the QR code below.



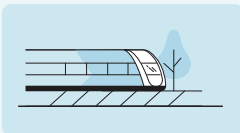
Enabling all Victorians to have access to jobs, schools, healthcare and shops so that they can lead prosperous lives.



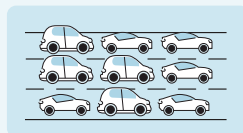
## What we've heard so far

Victorians have overwhelmingly told us that better public transport options are needed, although our feedback surveys indicate that most people are still using private cars to travel to work, school and other daily activities. We've heard that many people are spending too long on their daily commutes, with strong support for reduced congestion, better walking and cycling paths and more affordable homes close to places of work.

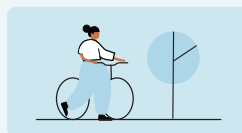
### Top five improvements that would make it easier for Victorians to get to work



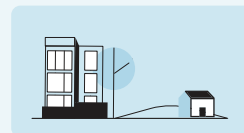
Better public transport options



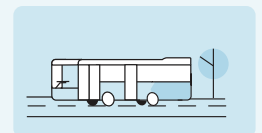
Less road congestion



Better bike and walking paths

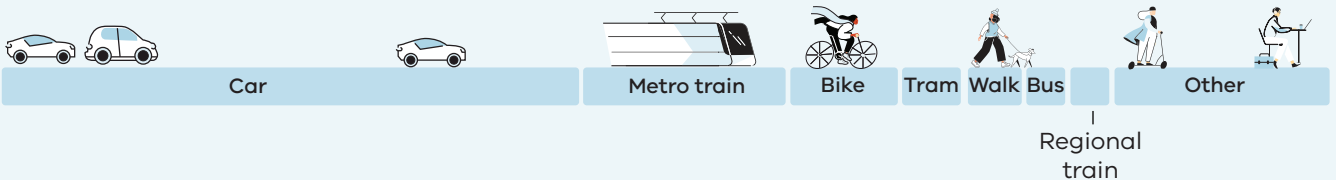


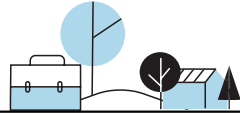
Affordable housing closer to work



Better road network

### Most common mode of transport to travel to work, school or other regular activities





# BIG IDEAS

## • More jobs and opportunities closer to where you live

Our cities and towns function best when we have a clear idea of where everything should go - including identifying and protecting land where jobs and industry are the main focus. We want to support productivity and make sure Victorians can access jobs that best match their needs and qualifications, in a convenient location.



**How can we protect land for employment so that we can improve access to jobs and services?**

## • More options for how we move around from place to place

As our population grows, we want to leave traffic congestion behind and encourage more walking, cycling and public transport to make places more liveable. In less built up areas we know that the car will still play an important role.

By maintaining good public transport access and making it easier for Victorians to walk, scooter or cycle more often, there will be more choices for how we get around.



**In what ways can we enhance public transport options and make walking and cycling more attractive, and how can we change behaviours around car dependency?**

## What could the plan for Victoria do?

A new plan for Victoria could:

- Create more transport connections that people can conveniently access, as they move from place to place.
- Improve the bus network to enhance reliability, safety and connectivity to key destinations.
- Ensure that there is enough land for employment uses close to where people live.

**Scan the QR code to visit Engage Victoria and tell us what you think of these Big Ideas and possible actions.**



# THRIVING *and* LIVEABLE SUBURBS AND TOWNS

Creating connected, well-designed, vibrant and inclusive communities for everyone to call home.



## What we've heard so far

Communities across Victoria want to maintain their local sense of place and identity. Vibrant places with green parks, diverse shops and local community facilities are important to most Victorians. When planning for new development, sustainability, planting of trees, and high-quality public parks and play spaces are amongst the most important priorities.

### Your ideas for thriving and liveable places

#### Transport

- Faster and more frequent bus and train services
- Better connections between public transport modes or different kinds of transport

#### Reduce congestion

- Better active and public transport to reduce car reliance
- Changes to traffic management
- Road maintenance

#### Open and green spaces

- More recreation spaces
- More street trees for cooling and inviting places
- Improvements to parks and open space facilities

#### Active transport

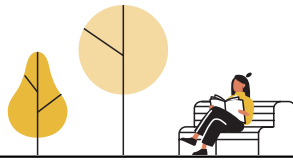
- Ability to walk to local places
- Bike paths and safety updates
- Better connections between cycling and public transport

#### Healthcare

- Better support healthcare workers
- Improve access to healthcare
- Adequate mental health services







# BIG IDEAS

## • More certainty and guidance on how places will change over time

Victoria is a diverse network of communities and neighbourhoods. A 'one size fits all approach' to planning does not reflect the distinctiveness and local characteristics that make places unique such as public spaces and parks. If we carefully plan now, we can strike the right balance between maintaining local identity while providing more certainty and consistency about how change is managed.



?

**How do you think we can give communities more certainty for how places will change over time?**

## • More trees and urban greening in our parks and community spaces

Our places are getting hotter and drier, and this makes them less enjoyable and affects our health and wellbeing. More urban greening and tree planting in our parks and community spaces is key to ensuring places remain cool and green, particularly in locations that are less leafy. By introducing targets for tree canopy coverage, we can make our streets cooler and greener.



?

**What are your thoughts on setting targets to increase tree canopy in our public spaces? What considerations do we need to take into account?**

## What could the plan for Victoria do?

A new plan for Victoria could:

- Create a map that shows how places will grow or change over time.
- Ensure developers provide local community infrastructure alongside new housing.
- Better coordinate new development with the delivery of infrastructure.
- Introduce a minimum standard to guide the delivery of quality public open and community spaces for everyone to enjoy.
- Set targets to increase tree canopy coverage.

**Scan the QR code to visit Engage Victoria and tell us what you think of these Big Ideas and possible actions.**



# SUSTAINABLE ENVIRONMENTS *and* CLIMATE ACTION

Protecting our environment, agricultural land and natural resources for a sustainable and healthy future.



## What we've heard so far

Living more sustainably, reducing our carbon emissions, and protecting our agricultural land and natural environment are key priorities for many Victorians. To help create more sustainable places in the future, improving access to public transport, planting more trees and preserving our natural habitats are amongst the most important factors for Victorians.

### Top factors that would help households to contribute to a more sustainable environment



### Top five factors to help live a more sustainable lifestyle

-  Better connected public transport
-  More trees in urban areas
-  Protecting existing bush, forest and river systems
-  More public transport options
-  Pedestrian friendly urban centres



# BIG IDEAS

## • More protections from flooding, bushfire and climate hazards

We need to develop a clear understanding of the impacts of flooding and bushfire in order to plan for a more sustainable future. This will mean in some locations we need to adjust our expectations around what level of development is appropriate to ensure the right balance between community safety, mitigation of hazard impacts and protection of our natural environments.



**How can we balance development needs with the protection of areas prone to flooding and bushfire hazards?**

## • Greater protection of our agricultural land

Victoria has some of the best quality agricultural areas in Australia and grows a diverse range of food for ourselves and for export. We need to protect our agricultural land from urban expansion, climate change, natural disasters and resource scarcity. We can do this by establishing township boundaries to create a clear edge between housing and agricultural land. This will ensure we can live sustainably.



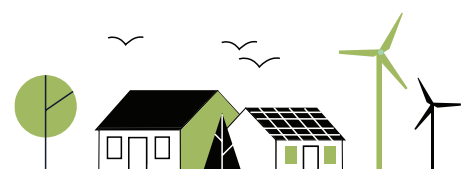
**How can township boundaries protect agricultural land? What considerations should be taken into account?**

## What could the plan for Victoria do?

A new plan for Victoria could:

- Consider how we ensure communities have the best available information, mapping and data, to inform decision-making around flooding, coastal hazards and bushfires.
- Adopt a state-wide approach to improve the design and environmental sustainability of all residential development.
- Develop a map to show and better define land uses in regional areas, including agricultural land.
- Establish township boundaries to protect agricultural land.

**Scan the QR code to visit Engage Victoria and tell us what you think of these Big Ideas and possible actions.**



## 150 CAMBRIDGE ROAD KILSYTH MASTER PLAN - CONSIDERATION FOR ADOPTION

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Report Author: Coordinator Open Space Strategy and Planning

Responsible Officer: Director Planning & Sustainable Futures

Ward(s) affected: Walling;

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*The author(s) of this report and the Responsible Officer consider that the report complies with the overarching governance principles and supporting principles set out in the Local Government Act 2020.*

### CONFIDENTIALITY

This item is to be considered at a Council meeting that is open to the public.

### SUMMARY

Following Council's purchase of 150 Cambridge Road Kilsyth and initial community engagement, a concept plan was prepared and presented to community for feedback from May to June 2024.

In tandem with the community engagement process, a draft Master Plan has been prepared that provides the history, context and background information underpinning the concept plan.

The Master Plan responds to the initial engagement through provision of an urban woodland and grasslands, complemented by meandering paths connecting to Elizabeth Bridge Reserve, with shelter, picnic tables and seats, and a bike jump park. The feature Manna Gum tree offers a focal point for Indigenous cultural elements such as gathering, planting, education and views to the Dandenongs. The community also identified a need for a 'quiet activity area' to take a break from the more active pursuits.

This report informs Council of the findings of the community engagement for the draft Concept Plan and seeks Council adoption of the proposed final 150 Cambridge Road Kilsyth Master Plan that incorporates the Concept Plan.

### RECOMMENDATION

#### *That Council*

- 1. Notes the findings of community consultation undertaken.**
- 2. Adopts the 150 Cambridge Road Kilsyth Master Plan including Concept Plan generally in accordance with Attachment 2.**

## RELATED COUNCIL DECISIONS

On 8 March 2022, Council resolved to:

1. *Note feedback received during the recent community consultation period for the proposed purchase of land at 150 Cambridge Road, Kilsyth.*
2. *In accordance with Section 112 of the Local Government act 2020, agree to the formal offer from the Department of Treasury and Finance to acquire the northern 3.581ha of land at 150 Cambridge Road, Kilsyth for its ongoing use as public open space at a cost of \$6.44 million (exclusive of GST).*
3. *Approve that the funding of the purchase of 150 Cambridge, Kilsyth be undertaken utilising the current balance of Public Open Space Funding available to Walling Ward of \$2.97 million in combination with funding from cash reserves of \$3.47 million.*
4. *Seek reimbursement of the cash reserves within a maximum of four years and the six-monthly updates be provided to Council on the proposed sale of land parcels and financial reimbursement of the cash reserve.*

The remaining Recommendations 5, 6 and 7 relate to the associated land disposals.

On 23 August 2022 in accordance with the above, Council supported the following position:

*Following purchase of the 150 Cambridge Road site, minor landscaping works will initially be carried out to allow the area to be generally maintained as open parkland, at a cost estimated at around \$200,000, which would need to be referred to Council's Capital Expenditure Program for consideration of its allocation. Any funds realised from land sales over and above the amount required to purchase the site would be directed to the Walling Ward Public Open Space Fund balance or for master planning and/or further improvements to the site purchased at 150 Cambridge Road.*

At the 11 June 2024 Council meeting, Council endorsed seeking authorisation for Amendment C223 (Anomalies and Corrections) to the Yarra Ranges Planning Scheme that includes, amongst other items, rezoning 150 Cambridge Road from the Neighbourhood Residential Zone (NRZ) to a Public Park and Recreation Zone (PPRZ) and removing the Development Plan Overlay (DDO) Schedule 10 (Former Yarra Hills Secondary College, Kilsyth) from the site. Authorisation has yet to be issued by the Minister for Planning and the land remains in NRZ.

## DISCUSSION

### *Purpose and Background*

#### Concept Plan and Master Plan Preparation

The Master Plan site is located at 150 Cambridge Road, Kilsyth on the south side of Cambridge Road, and is bound by Mountfield Road to the west, Morrison Crescent to the east, and Elizabeth Bridge Reserve to the south. There are residential properties on both the east and west boundaries of the Park.

The Park also contains a sports oval, currently used as a competition and training ground for local football and cricket clubs. The oval is also subject to a timeshare arrangement for use as a “dog off leash area”. The oval is owned by the Department of Education on long term lease to Council.

In 2022, Council resolved to purchase the former Yarra Hills Secondary College site at 150 Cambridge Road from the Department of Education, following a community campaign advocating for Council to acquire the site for the purposes of public open space.

Following the land purchase, community engagement was undertaken in late 2023 identifying opportunities and themes for the site, and a draft Concept Plan subsequently prepared. The Concept Plan was based on the principles of an Urban Forest which has been translated into a site-appropriate native woodland and grasslands that references the pre-contact landscape through a significant concentration of Indigenous vegetation. The Plan has been informed by early conversations with Council’s Indigenous Development team.

Community engagement on the draft Concept Plan was undertaken in May – June 2024 seeking feedback. The draft Concept Plan resonated well with the community, delivering on the vision and ideas gathered in the initial round of consultation. No significant amendments were required to finalise the concept design in the Master Plan for this site, at Attachment 1.

Aligned with community feedback and support, detailed design planning was undertaken to progress the ‘minor landscaping works’ that Council supported in 2022. Concurrent to the Concept Plan engagement process, additional project documentation has been prepared including the draft Master Plan, Gender Impact Assessment and early landscape works documentation.

The draft Master Plan (Attachment 2) aims to maximise future use of the Park by the local and visiting community through implementation of facilities and offerings at the Park, and increased connectivity to the surrounding area. The projects recommended in the Master Plan are supported through the multiple rounds of community feedback, Council’s Advisory Groups and internal stakeholder consultation with Council officers from relevant teams. The Plan puts strong emphasis on the passive recreation outcomes envisaged by the Council resolution, whilst also recognising the current local community’s opportunistic use of the space for bike jumps through a moderate and carefully sited permanent solution. The plan also embraces the way community have activated the site since the closure of the

school, by embedding a walking and exercise circuit and an active youth (bike jumps) space. The balance of past, present and future has been carefully blended into the draft 150 Cambridge Road, Kilsyth Concept Plan.

### Early Minor Landscape Works

In accordance with the August 2022 Council resolution, early minor landscaping works are proposed for the 'Quiet Activity Space', a small, focused area at the northwestern corner of the site. This will enable some simple landscape elements and tree planting that would be consistent with community feedback and the overall longer term plan for the whole reserve.

The minor landscape works have been planned to avoid future rework and will aim to create a destination point. The 'quiet activity area' will connect local community with the popular mobile food vans and existing walking circuit, creating greater interest for the community to be involved in the broader project. The location of the early works area is shown at page 17 of the Master Plan (Attachment 2).

The minor early landscape works will involve soft landscaping including paths, seating, trees and other indigenous/sensory planting. Accessible parking bays (2) and a new post and rail fence will be installed on the Cambridge Road interface in this section.

Detailed plans have been developed, and early removal of weed species has been undertaken for the quiet area in the northwest corner abutting Cambridge Road. The community will be invited to participate in a community planting day to acknowledge their role in this site acquisition and redevelopment initiative, proposed for 14 September 2024. Following initial discussion with Council's Indigenous Advisory Committee, an 'On Country Walk' is to be undertaken as soon as possible and ongoing detailed design reviews anticipated as future projects progress.

### ***Options considered***

#### *Option 1 - Embed the draft Concept Plan in a Master Plan for the site*

In response to feedback and resounding support from community and observed issues and opportunities at the site, a Master Plan based on the Concept Plan will offer a coordinated suite of projects to improve amenity and value for community and responds to existing and anticipated usage of the park. The Master Plan will provide the strategic justification to support future implementation and strengthen any external funding applications.

#### *Option 2 - Deliver projects on demand*

Whilst this brings some value to community, it can result in lost opportunities and inefficiencies through lack of coordination. This option is not recommended.

*Option 3 – Cease further upgrades at 150 Cambridge Road, Kilsyth*

This option is not aligned with the Council resolution and is considered contrary to community feedback and sentiment, with the community advocating for the site to be purchased and provide a public open space function. The Master Plan and recommended outputs seek to rehabilitate and enhance the site in accordance with community vision and Council strategic planning and standards. This option is not recommended.

***Recommended option and justification***

Option 1 - The Draft 150 Cambridge Road, Kilsyth Master Plan (Attachment 2) is recommended for adoption by Council. It articulates the shared community and Council vision for this public open space asset. It sets out the strategic justification for the Park and outlines a prioritised program of projects over a long term period. It has been informed by current and future demographics of the area, site investigations, community feedback and internal officer recommendations.

**FINANCIAL ANALYSIS**

In Council's 2023-2024 Capital Expenditure Program, \$50,000 was allocated towards the development of a plan for 150 Cambridge Road, Kilsyth, including funding for early investigative studies, and early landscaping works in a small portion of the park (\$38,000 remaining). Additional Public Open Space Funds (up to \$200,000, pending review and acceptance of quotes received) will be required for the early landscaping works proposed. The Walling Ward Public Open Space Fund currently shows a budget of \$225,556 at the end of the 2023/24 financial year, subject to change as property disposal activities are completed and the balance updated.

The four surplus properties identified for disposal are pending sale, as pre-sale activities relating to property titles and utilities take place. All properties except one are anticipated to be sold before June 2025 with proceeds anticipated to fully replenish the cash reserves drawn down for the original land purchase. The initial land purchase was funded by \$2.97 million of Public Open Space Funds (available to Walling ward) and \$3.47 million in cash reserves.

The draft Master Plan recommends a future program of works, to be delivered over a long-term period (15 years). Master Plan outputs will be referred to Council's Capital Expenditure Program for prioritisation and consideration in future annual reviews of the Council Budget and grant opportunities.

**APPLICABLE PLANS AND POLICIES*****Council Plan 2021-2025***

This report contributes to the following strategic objective(s) in the Council Plan:

- *Connected and Healthy Communities:*



Communities are safe, resilient, healthy, inclusive and socially well connected. Quality services are accessible to everyone.

- *Quality Infrastructure and Liveable Places:*

Quality facilities and infrastructure meets current and future needs. Places are well planned hubs of activity that foster wellbeing, creativity and innovation.

The provision of improved facilities at 150 Cambridge Road will deliver outcomes that meet the growing and diverse needs of our expanding urban population.

### ***Health and Wellbeing Plan 2021-2025***

Priorities and goals of Council's Health and Wellbeing Plan include:

- Increase active living
- Improve mental wellbeing and social connection.

The proposed new and improved open space facilities will contribute to improved health and wellbeing and increased opportunities for community to connect, socialise and exercise.

### ***Recreation and Open Space Strategy 2013 - 2023***

The Recreation and Open Space Strategy 2013-2023 sets out directions for creating healthy and active environments and services in Yarra Ranges and provides a framework to guide future development and management of Council's recreation reserves, parks and community spaces, including 150 Cambridge Road, Kilsyth.

### ***Active Recreation Plan 2023***

The Active Recreation Plan 2023 sets out a guide for Council's efforts to encourage residents to be healthy and active through the design of active recreation infrastructure and the provision of programs that remove barriers to participation and respond to preferences over the next 10 years.

### ***Equity, Access and Inclusion Strategy 2013-2023***

Through the Equity, Access and Inclusion Strategy, Council recognises that inclusion for people with a disability in all aspects of community life is a human right that also brings many social, cultural and economic benefits for the wider community. It further states as one of the goals that Council buildings and infrastructure are accessible to everyone in our community.

Provision of accessible paths, trails, park features including sensory gardens and accessible park furniture are key deliverables of this project. They will promote broader use by people of all ages living with disability.

### ***Child and Youth Strategy 2014-2024***

The Child and Youth Strategy has the vision that Yarra Ranges will be a place where every child and young person will be able to thrive, reach their potential and actively participate in decision making.

The observed historical use of the space by youth to design and build challenging bike activities will be recognised through the creation of engineered bike park that is more strategically placed and sensitive to the environment. Opportunity exists to involve the local youth in trail design development workshops.

New features proposed for 150 Cambridge Road, Kilsyth will complement the existing or proposed youth-focused elements in the adjacent Elizabeth Bridge Reserve.

### ***Nature Plan 2024 – 2034***

The Nature Plan's targets, objectives and actions will be realised through a more connected landscape, featuring higher quality and more resilient ecosystems and habitat for native plants and animals and strongly Indigenous oriented landscape palette.

The extensive revegetation of 150 Cambridge Road, Kilsyth with a diverse array of native and Indigenous trees and lower vegetation will assist in the delivery of actions to create habitat corridors, protect and restore biodiversity assets, including consideration of regenerative burning and regenerative land management practices to support healthy and functional ecosystems.

### ***Tree Canopy Strategy 2024 – 2044***

The Tree Canopy Strategy sets the vision that Yarra Ranges Council will conserve and enhance our leafy character, culturally significant landscapes and unique biodiversity through the protection, management and planting of trees. Our tree canopy will improve liveability, support community health and wellbeing, maintain ecosystems and enhance local tourism.

The Master Plan for 150 Cambridge Road responds to the objectives of the Strategy:

1. Value, protect and manage trees.
2. Grow a healthy tree canopy.
3. Conserve culturally significant trees and enhance local tourism.
4. Improve tree canopy resilience to climate change.
5. Support and enhance community health and wellbeing.
6. Apply best practice tree management.

## RELEVANT LAW

This project is considered to have a direct and significant impact on the Yarra Ranges community, so a Gender Impact Assessment (GIA) has been undertaken in accordance with Council's legislative requirements.

The GIA has been undertaken in collaboration with Council's Gender Equity team, in parallel with the community consultation process. The feedback received informs the findings of the Assessment and helped shape the Concept Plan prior to consideration by Council.

The draft Concept Plan has been developed from a whole of community perspective, including consideration of equitable opportunities for use by women, men, and gender diverse people. Underpinning the recommendations is the objective to provide an urban 'woodland' and grasslands that engages people of all ages, abilities, gender preference and cultural background in a space that is safe, welcoming and has the potential to improve individual health and wellbeing.

Careful consideration has been given to the principles of Crime Prevention Through Environmental Design (CPTED), especially for women and girls and others using the area. The design has focused on a palette of trees and planting that achieves high level canopy cover and low level vegetation, while maintaining good sight lines through the mid-level.

## SUSTAINABILITY IMPLICATIONS

### *Economic Implications*

Through future development, the 150 Cambridge Road site will become a local community activity hub. The anticipated increased use will have a flow on effect for the local roadside traders (such as the current coffee van located on Cambridge Road) and to a lesser extent, nearby shops off Durham Road to the south. A second food van has recently commenced operation at this roadside site.

The operation of mobile food vans at this site is subject to permit approval and will be influenced by the recommendations of the Footpath and Roadside Traders Policy which is currently in development. This will be monitored over time as needed to ensure compliance.

The construction phase of the Masterplan actions is expected to contribute to the local economy through employment opportunities, and as a source of materials and equipment.

### *Social Implications*

Kilsyth has a population of 9,956 (ABS 2020). Compared with the Yarra Ranges average, there is a high percentage of older adults over 60 years (26.3%) and the young workforce group aged 25 to 34 (15.1%). The under 17-year age group (20.6%) is slightly lower than the Yarra Ranges average, however growth is shown in the babies and under 11 years cohorts.

The draft Concept Plan aims to provide experiences and activity options that compliment those at Elizabeth Bridge Reserve, to ensure that older residents and the emerging young people in the community are catered for.

There are strong links to social and community impacts resulting from the development and improvement of local reserves such as 150 Cambridge Road, including enhanced community access to infrastructure that encourages alternative health and wellbeing outcomes:

- Revitalisation of local communities.
- Reduction of social isolation.
- Increased visitor footprint.
- Increased active recreation opportunities for older children and teenagers, who often feel overlooked.
- Increased tree canopy cover, offering connection with nature and reduced urban heat island effect.
- Increased connection with Indigenous culture.

The Health and Wellbeing Plan identifies elevated levels of obesity, dementia, and poor mental health as significant issues for our community. Provision of walking and cycling opportunities are important contributors to improved health.

The inclusion of a multi-purpose court will encourage a variety of social ball games for children and youth, particularly for those not interested in bike-related activities.

Nature-based play opportunities will enhance family integration and provide interactive opportunities that are immersive in the natural landscape of the park.

### ***Environmental Implications***

The retention of the site as public open space, and plan to revegetate the Park will improve environmental sustainability, biodiversity and opportunities for the community to connect with nature.

As well as planting, vegetation will be permitted to self-seed to further augment the landscaped nature of the site. This will also create habitats for fauna, and a range of other benefits such as increased shade and carbon sequestration.

A highly valued aspect of the 150 Cambridge Road area is the ability to walk, exercise or just take in the view. The concept design takes this to a new level, embracing the natural environment, enhancing and featuring the natural attributes, and framing strong viewsheds on the site.

The preservation, enhancement, and accessibility for people of all ages and abilities is a key driver for improvement underpinning recommendations, particularly through

the Park. Consideration has been given to turning the waterlogged area on the lower level into an ephemeral water sensitive urban design feature.

A quiet activity area has also been recommended to enable people to take time out to enjoy the space and views, or in the morning wait for the school bus.

## **COMMUNITY ENGAGEMENT**

Extensive community consultation seeking feedback on the draft 150 Cambridge Road, Kilsyth Concept Plan took place between 14 May – 11 June 2024. The following methods of engagement were employed to ensure opportunities for the broadest range of ages, genders and cultural backgrounds typical of the Kilsyth population:

- Online survey (152 contributors)
- Letterbox drop (600 residents)
- Email information for further distribution via the local sports clubs (2), schools (2), preschools and early learning centres (3), bike riding groups (4)
- Drop-in sessions (6): 150 Cambridge Road (3), Elizabeth Bridge Reserve playspace (2) and sports oval (1)
- Kilsyth Community Action Group / Friends of Elizabeth Bridge Reserve / Save 150 / Japara House combined meeting (12 attendees)
- Indigenous Advisory Group
- Disability Advisory Committee
- Health and Wellbeing Advisory Group
- Youth Ambassadors, Youth Advisory Group
- Project Reference Group (approximately 30 officers representing numerous Council departments).

The community was asked to rate the draft Concept Plan and the key elements (refer Attachment 1). Overwhelming community support for the draft Concept Plan was received during community consultation, with the community reporting that the plan delivered on the elements proposed in the initial visioning consultation (Attachment 3).

The overall Concept Plan received a weighted average of four stars out of five from the 152 contributors. This feedback was also reflected during face-to-face conversations (100 approximately) during the six pop-up sessions and in advisory and community group sessions. The survey results are summarised below with more detail in Attachment 3.

<b>Draft Concept Plan Element</b>	<b>Weighted Average (out of 5 stars)</b>
<b>Overall Concept Plan</b>	<b>4.0</b>
Meandering paths	3.9
Gathering and education space	3.7
Native Grasslands with view	3.9
Seasonal water feature	3.9
Bike jump park	4.3
Nature play areas	4.0
Upgrade the carpark areas	4.0
Picnic area	4.0
Multi-purpose half court	3.8
Public toilet	4.6

### **COLLABORATION, INNOVATION AND CONTINUOUS IMPROVEMENT**

Early in the project planning, background information on the history of the site was sought from the following key stakeholders:

- Friends of Elizabeth Bridge Reserve
- Kilsyth Action Group
- Save 150 Cambridge.

Feedback and documentation provided confirmed the community interest and willingness to work with Council on this project.

Internal collaboration has been ongoing throughout the research and development of the Concept Plan. Officers from across Council were involved in the Project Reference Group (PRG) and asked for their input into the issues and opportunities for the site. On-site workshops were then conducted to enable officers to share ideas and start to formulate a vision for the site. A concept design was developed, reviewed by the PRG and improved for presentation to the community.

During the consultation, contact was made with a local indigenous resident who also contributed valuable knowledge from her long association with the area and the school. Aligned with the community consultations have been the sessions with Council's Advisory Groups, in particular the Indigenous Advisory Group, to further inform the content and layout of the concept design.

## **RISK ASSESSMENT**

Consideration has been given to the proximity and elevation of the proposed bike activity areas, in relation to the neighbouring residents whose properties back on to the park. The addition of strategic planting of trees and bushes will be important in maintaining privacy to surrounding residential development.

Within the community comments, the greatest concern was connected to the grasslands and the fear of snakes (by 10 people), especially if the areas were not maintained. The width of paths and mowing/slashing regimes will take this feedback into consideration. Lighting of the main circuit path will increase hours of use and improve perception of safety particularly during early morning and twilight times when light levels are low.

Whilst the prior school facility generated visitations, the changed function of the site will also attract new visitors and alternative uses. Prioritisation of wayfinding and active transport opportunities, as well as continuing to cater for some vehicle access, will be critical in ensuring appropriate use of the site and surrounding street and path network.

The community advocacy campaign used a motif of ribbons tied to the fence of the previous school site along Cambridge Road. There is a desire to acknowledge the community's advocacy through a design element in the new reserve, however it is noted that the ribbon motif has become recognised in Australian society as a protest gesture against institutional child sexual abuse arising during the Royal Commission hearings. A careful reinterpretation of the concept will need to be explored with the community, to ensure a positive message is conveyed in the project, that differs sufficiently from the more well known ribbon elements.

## **CONFLICTS OF INTEREST**

No officers and/or delegates acting on behalf of the Council through the Instrument of Delegation and involved in the preparation and/or authorisation of this report have any general or material conflict of interest as defined within the *Local Government Act 2020*.

## **ATTACHMENTS TO THE REPORT**

1. Draft Concept Plan
2. Draft Master Plan
3. Community Engagement June 2024



1. Meandering paths through woodland and native grass.



2. Manna gum, feature tree  
Gathering/educational space around the Manna gum





3. Maintain view to Dandenong Mts.



4. Ephemeral water feature / Dry pond



Legend

-  Existing tree
-  Proposed tree



5. Bike jump tracks



6. Nature play areas



7. Carpark with trees



8. Picnic shelter, tables and seats.

9. Multi purpose half court

10. Public Toilet

11. Quiet activity area





# 150 CAMBRIDGE ROAD KILSYTH

DRAFT MASTER PLAN  
JULY 2024





Process



## Acknowledgement of Country

Yarra Ranges Council acknowledges the Wurundjeri and other Kulin Nations as the Traditional Owners and Custodians of these lands and waterways.

We pay our respects to all Elders, past, present and emerging, who have, and will always be, integral to the story of our region.

We proudly share custodianship to care for Country together.

Photo 1 Feature Manna Gum

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Photo 2 Looking south from Cambridge Road to the oval

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# INTRODUCTION

The master plan for 150 Cambridge Road, Kilsyth reflects on the past, the community vision for the future and the strategic planning to support the development of this former school property over the next 10 – 15 years.



## Vision

To create a community open space and recreation area with biodiversity reminiscent of the forested lands of ‘early Kilsyth’. The area is to become a woodland with native and indigenous vegetation that the local community and visitors can relax and enjoy. Included in the space will be bike and nature-based play with picnic spaces, connected by a meandering network of paths.

## Purpose

The master plan for 150 Cambridge Road, Kilsyth reflects on the past, the community vision for the future and the strategic planning to support the development of this former school property over the next 10 – 15 years, subject to the availability of funds.

## Site Context and History

The 150 Cambridge Road site of 3.6 hectares is located approximately 37km north-east of the Melbourne Central Business District in the suburb of Kilsyth on the western boundary of the Yarra Ranges municipality.

To the south of the subject area is the oval currently used for community football, cricket, dog exercise and general recreation. This links to Elizabeth Bridge Reserve, a very popular destination for community exercise, dog walking and play activities.



Figure 1: 150 Cambridge Road Kilsyth

From 1919-1950 the site and surrounds were used for farming and grazing. Orchardists owned the property from 1950-1969. Circa 1970 until 2014 it was the site of a school. (Figures 2–4).

150 Cambridge Road is the former site of the Yarra Hills Secondary College and prior to that the Pembroke Secondary College. The school buildings were removed in 2014, leaving the oval area which Council leases for community sport and recreation.

In 2020 the Government Land Planning Service facilitated re-zoning of the northern parcel to a Neighbourhood Residential Zone with a Development Plan Overlay, with the intent of sale for housing.

In 2021, the local community banded together to ‘Save 150’ presenting their case and a strongly supported petition for Council to purchase the 3.6ha parcel of land. The proposal to purchase the land also received 95% community support through subsequent community consultation.

On 8 March 2022 Council endorsed the purchase of the 150 Cambridge Road (3.6ha) parcel “for the purpose of public open space”, partly funded by the sale of four local properties, surplus to Council needs.

In 2024, Council sought Ministerial approval to endorse the planning amendment to change the zoning to Public Park and Recreation Zone (PPRZ) and remove the Development Plan Overlay that currently pertains to the land.

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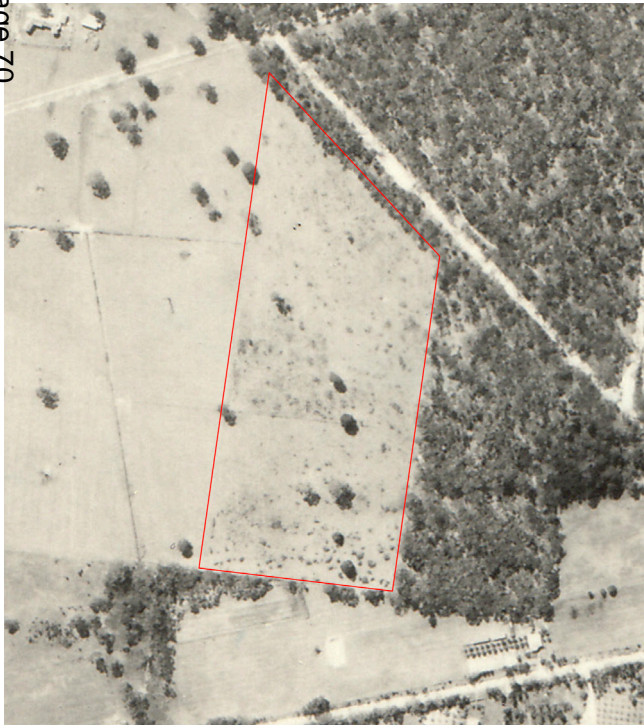


Figure 2: Aerial photo 1954 - Grazing land



Figure 3: Aerial photo in 1962 - land used for orchard



Figure 4: Aerial photo 2014 – showing school buildings

## STUDY AREA

To the south of the subject area (Figure 1) is the oval currently used for community football, cricket, dog exercise and general recreation. This links to Elizabeth Bridge Reserve, a very popular destination for community exercise, dog walking and play activities.



Photo 3 Mid-section of 150 Cambridge Road looking to the east

## Local Context

There are no specific user groups at the 150 Cambridge Road site. However, since removal of the old school building approximately 10 years ago, local residents have treated the site as a continuation of the popular Elizabeth Bridge Reserve and oval located to the south of this study area (Figure 1). The informal circuit path is popular for regular exercise and to walk dogs by people of all ages. It has also been a destination for young people to create bike jump tracks and test their skills.

Elizabeth Bridge Reserve includes a lit path network, exercise equipment, playspace, water filtration pond feature, toilets, and parking area. Incorporated at the reserve is the Japara Bridge House, providing a community garden and other group activities. The Friends of Elizabeth Bridge Reserve take an active role in monitoring and advocating for improvements at the reserve. A separate

Master Plan for Elizabeth Bridge Reserve was adopted by Council in 2020.

On AFL football and cricket training nights and weekend games, the Cambridge Road entrance is opened to allow vehicle access through the site to the oval.

Mobile food vans operate weekday mornings on the northern (Cambridge Road) boundary of the site.

Within 500m of the site are the following key community facilities:

- Pembroke Primary School
- Hansen Park Preschool
- Penguins Early Learning Centre
- Japara Living and Learning Centre
- Japara Bridge House



## Demographic Data

In 2021, the total population of Kilsyth was estimated to be 9,980 people. It is expected to increase by over 1,249 people to 11,229 by 2031, at an average annual growth rate of 1.19%.<sup>1</sup> This is based on an increase of over 381 households during the period, with the average number of persons per household rising from 2.46 to 2.50 by 2031. An average increase of 37 new dwellings per year is expected to support this growth.

Most recently, the Kilsyth population was estimated at 10,506, and is forecast to grow to 12,434 by 2046.

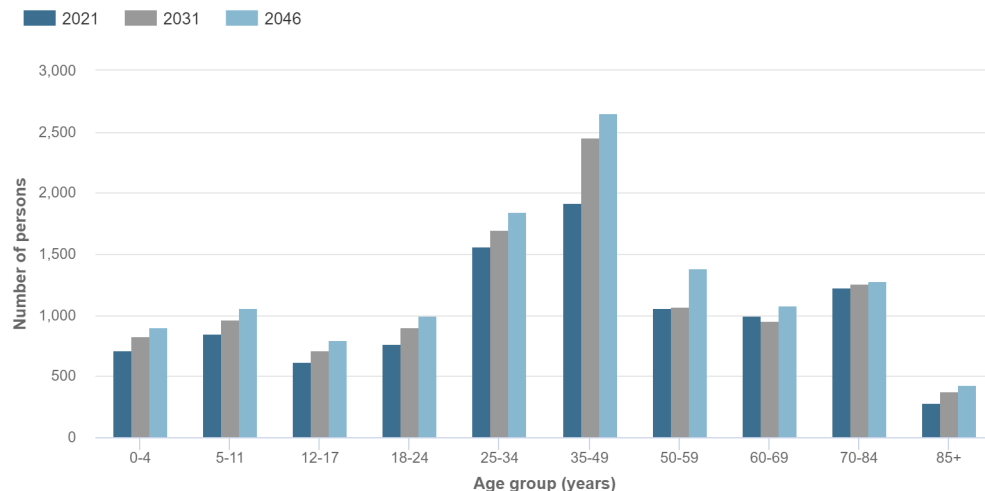
Kilsyth Population Change between 2021 and 2046						
Age group (years)	All persons		Female		Male	
	Number	%	Number	%	Number	%
0 to 4	193	7.9	111	8.3	82	7.4
5 to 9	164	6.7	74	5.5	90	8.1
10 to 14	130	5.3	68	5.1	62	5.6
15 to 19	160	6.5	74	5.5	85	7.7
20 to 24	179	7.3	99	7.4	80	7.2
25 to 29	126	5.1	70	5.2	55	5.0
30 to 34	154	6.3	93	6.9	61	5.5
35 to 39	153	6.2	86	6.4	67	6.0
40 to 44	296	12.1	157	11.7	139	12.5
45 to 49	288	11.7	165	12.3	123	11.1
50 to 54	199	8.1	107	8.0	92	8.3
55 to 59	126	5.1	60	4.5	66	5.9
60 to 64	39	1.6	31	2.3	8	0.7
65 to 69	49	2.0	18	1.3	31	2.8
70 to 74	-43	-1.8	-13	-1.0	-30	-2.7
75 to 79	15	0.5	24	1.8	-11	-1.0
80 to 84	83	3.4	64	4.8	19	1.7
85 and over	147	6.0	57	4.2	90	8.1
<b>Total persons</b>	<b>2,454</b>		<b>1,343</b>		<b>1,110</b>	

Table 1: Population Change in Kilsyth 2021 - 2046

<sup>1</sup> ABS Census data 2021 and Forecast.id projections (November 2023), were used to compile the demographic profile of the Kilsyth population.

### Forecast age structure - Service age groups

Kilsyth - Total persons



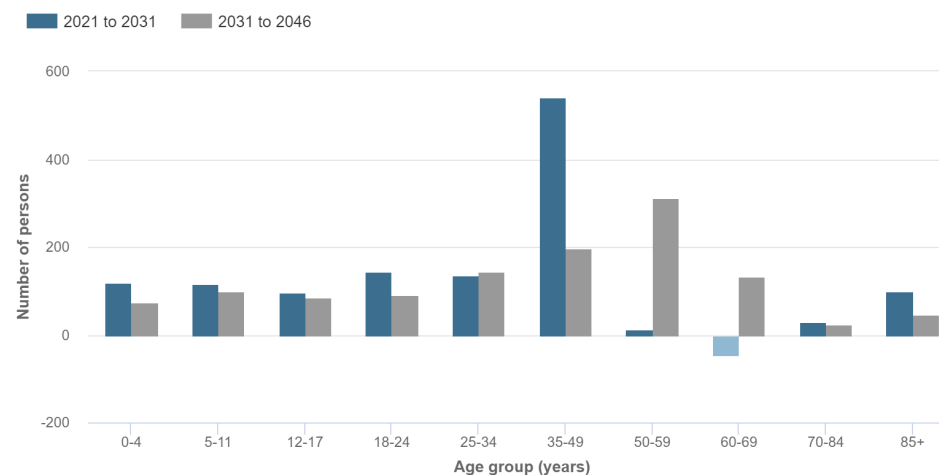
Source: Population and household forecasts, 2021 to 2046, prepared by .id([opens a new window](#)) (informed decisions), November 2023.



Figure 5: Forecast age structure for Kilsyth 2021-2046

### Forecast age structure - Service age groups

Kilsyth - Total persons



Source: Population and household forecasts, 2021 to 2046, prepared by .id([opens a new window](#)) (informed decisions), November 2023.



Figure 6: Forecast change in age structure in Kilsyth 2021-2046

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Updated forecasting expects the Kilsyth population to grow by 2,454 residents (25%) between 2021 and 2046 of these 1,343 (55%) are female.

The largest increase in persons over this period is forecast to be in the 40-44 and 45-49 year cohorts (Table 1). Of females, the greatest increase is expected for 45-49 years (12.3%), 40-44 years (11.7%), 0-4 years (8.3%), and 50-54 years (8.0%). The growth change pattern is the same overall and only varies for males in that the 5-9 year cohort is slightly higher than 0-4 years.

From 2021 to 2046 the proportion of couple families with dependants are expected to increase slightly (+338) from 28.9% to 30.6%, approximately double that of couples without dependants (+150, 24.7%) and lone persons households (+198, 25.8%).

The baseline ABS data coupled with available population forecasting, would suggest the following key points to consider when planning for future residents of Kilsyth, and provision of appropriate infrastructure and activity opportunities at 150 Cambridge Road. New developments should complement existing facilities in the Kilsyth neighbourhood, rather than replicate.

Planning considerations:

- Moving towards a predominantly younger population
- Increasing number of couples with dependents
- Increasing proportion of young children
- Observed increase of infill and multi-dwelling construction resulting in less private garden space to play

# BACKGROUND

The development of 150 Cambridge Road aligns with many of the Yarra Ranges strategic objectives, designed to meet the growing and diverse needs of our expanding community.





Photo 4 Looking east towards the Dandenongs

## Strategic Alignment

The development of 150 Cambridge Road aligns with many of the Yarra Ranges strategic objectives, the most relevant are as follows:

### Council Plan 2021–25

#### Connected and Healthy Communities

- Communities are safe, resilient, healthy, inclusive and socially well connected. Quality services are accessible to everyone.

#### Quality Infrastructure and Liveable Places

- Quality facilities and infrastructure meets current and future needs. Places are well planned hubs of activity that foster wellbeing, creativity and innovation.
  - Action 2: Develop and implement a strategic approach for activating and providing functional and affordable community assets and spaces that are welcoming to all and support the wellbeing and connectedness of the community.
  - Action 9: Plan, facilitate and develop urban renewal projects. Ensuring alignment with Council’s place making objectives of encouraging a vibrant, attractive, sustainable, healthy and connected community.

The provision of improved facilities at 150 Cambridge Road Kilsyth, will deliver facilities and infrastructure that meet the growing and diverse needs of our expanding community.

### Health and Wellbeing Plan 2021–2025

Priorities and goals include:

- Increase active living
- Improve mental wellbeing and social connection

New and improved facilities will contribute to improved health and wellbeing with increased opportunities to socialise and exercise.

“Increase active living - People in Yarra Ranges have capacity to walk and be physically active through accessible footpaths, trails, parks, play spaces and an inclusive culture that supports participation in all forms of physical activity”.

### Recreation and Open Space Strategy (2013–2023)

The Recreation and Open Space Strategy 2013-2023 sets out directions for creating healthy and active environments and services in Yarra Ranges and provides a framework to guide future development and management of Council’s recreation reserves, parks and community spaces.

This strategy recognises the need to plan for open space needs in the urban area of the municipality. Initial assessment of public open space provision indicates a significant shortfall of linear (15.4ha) and social recreation open space (6.1ha) in 2020 which will be exacerbated to shortfalls of 17.9ha and 9.6ha respectively by 2041. Furthermore, the provision of open space for structured sport in Kilsyth will be below the adopted provision by 2037.

## Active Recreation Plan 2023

The Active Recreation Plan 2023 sets out a guide for Council's efforts to encourage residents to be healthy and active through the design of active recreation infrastructure and the provision of programs that remove barriers to participation and respond to preferences over the next 10 years.

## Equity, Access and Inclusion Strategy 2013–2023

Through the Equity, Access and Inclusion Strategy, Council recognises that inclusion for people with a disability in all aspects of community life is a human right that also brings many social, cultural and economic benefits for the wider community. It further states as one of the goals that Council buildings and infrastructure are accessible to everyone in our community.

Provision of accessible paths, trails, park features including sensory gardens and accessible park furniture are key deliverables of this project. They will promote broader use by people of all ages living with disability.

The planning for this site has been undertaken from a whole of community perspective, including consideration of equitable opportunities for use by women, men, and gender diverse people. Underpinning the recommendations is the objective to provide an urban 'woodland' and grasslands that engages people of all

ages, abilities, gender preference and cultural background in a space that is safe, welcoming and has the potential to improve individual health and wellbeing.

## Child and Youth Strategy 2014–2024

The Child and Youth Strategy has the vision that Yarra Ranges will be a place where every child and young person will be able to thrive, reach their potential and actively participate in decision making.

The observed historical use of the space by youth to design and build challenging bike activities will be recognised through the creation of engineered trails strategically placed and more sensitive to the environment. Opportunity exists to involve the local youth in trail design development workshops.

New features proposed will complement the existing or proposed elements in the adjacent Elizabeth Bridge Reserve.

## Playspace Plan 2019-2029

The Playspace Plan defines a framework for the provision of playspaces across the Yarra Ranges municipality, however this site was not a Council asset when the plan was developed. The adjacent Elizabeth Bridge Reserve has a local level playspace to be upgraded in the future to District level. This master plan aims to compliment rather than duplicate facilities at Elizabeth Bridge Reserve. Therefore in keeping with the woodlands theme, there is opportunity for educational and nature play at this site.

## Nature Plan 2024–2034

The Nature Plan's targets, objectives and actions will result in a more connected landscape, featuring higher quality and more resilient ecosystems and habitat for native plants and animals.

The extensive revegetation of 150 Cambridge Road, Kilsyth with a diverse array of native and indigenous trees and lower vegetation will assist in the delivery of Actions to create habitat corridors, protect and restore biodiversity assets, including consideration of regenerative burning and regenerative land management practices to support healthy and functional ecosystems.



Photo 5 Landscape treatments to address water and drainage issues

## **SITE ASSESSMENT**

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Although the current site has not undergone development since the demolition of the school in 2013, the local community has made opportunistic use of the space.



## Existing Conditions

The current site has not undergone development since the demolition of the school in 2013. However, the local community has made opportunistic use of the space for bike jumps and an informal circuit walking path around the perimeter of the land, linking to Elizabeth Bridge Reserve.

There is one vehicle access point to the site off the Cambridge Road service road, down to the carpark for the sport oval users. This is generally only open on game days. There is also one maintenance and emergency vehicle access point from the Mountfield Road on the west side of the Park. There are three pedestrian access points – two off Cambridge Road and one from Colebrook Road, also on the west boundary.

Cambridge Road has significant roadside tree coverage, providing a boulevard-like green-rich space whilst also providing shade. The most significant tree on the site is a large Manna Gum, estimated to be approximately 200 years old. There are now self-seeded juvenile trees present around the base of this tree. Although not listed in the designated plant species of EVC 47, these can be one of the key revegetation species.

Currently, there is a lack of vegetation along the residential boundaries, particularly on the western side of the site. This will need to be addressed as the natural slope of the land provides a vantage into surrounding residential properties from inside the site.



Photo 6 Looking to the north west corner of 150 Cambridge Road



Photo 7 Showing the current land undulations

The site generally receives full sunlight, except for shaded spots on the north and east boundaries in the early morning until around midday.

There is one key remnant of the old school site – a bluestone staircase, pictured (Image 8). It is in good condition and should be preserved as a feature and as a nod to the history of the site.



Photo 8 Remnant bluestone staircase



Photo 9 One of three terraces where the school buildings once stood.

## Site Analysis

Extensive site environmental studies were conducted on behalf of the Education Department in 2014 at the time of school building demolition and circa 2017, in preparation for rezoning of the land.

Subsequently to inform the Master Plan development, Council engaged consultants to provide a current feature survey, soil testing and arborist reports. Officers from across Council have been involved through a working group to identify issues and opportunities for the site.

In September 2017, the Auditor was of the opinion that the condition of the site is neither detrimental nor potentially detrimental to any beneficial use of the site. Therefore, in accordance with the Environment Protection Act 1970, and the appropriate policies and guidelines issued by the EPA, a Certificate of Environmental Audit has been issued.<sup>2</sup>

## Topography

In February 2024 a site feature survey was obtained to inform concept design development.

The site is generally on a slope of approximately 1:15-1:25 falls, with the exception of the terraced areas where the school buildings once stood. The four main levelled areas are separated by 1:4 fall batters.

## Vegetation

Early in the 20<sup>th</sup> Century the land was open grazing land before being planted out as orchards in 1915 then school grounds in circa 1970 (Figures 2-4). Early photographs show the densely treed vegetation that prevailed prior to clearing for grazing purposes.

### Preliminary Tree Assessment

An arborist was engaged (February 2024) to provide a preliminary tree assessment to inform preparation of the design for the site. All trees with a Diameter Base Height (DBH) of 100mm or greater were assessed for their health, structure, landscape contribution and Useful Life Expectancy (ULE) and were assigned an arboricultural retention value (Table 2).

Retention Value	No. of Trees
Third party ownership	6
High	74
Medium	67
Low	76
<b>Total</b>	<b>223</b>

Table 2: Retention Values for assessed trees

<sup>2</sup> EPA Environmental Audit Report A - 150 Cambridge Road Kilsyth, 2017. Source: epa.viv.gov.au/envaudit accessed on 23 June 2023.



Trees assessed with a ‘High’ retention value are the most significant trees on site and all reasonable efforts should be made to retain them in the landscape within any design proposal and ensure they are protected throughout works.

### Biodiversity and arborist inspection

To facilitate early landscape works in the northwest corner of the site, officers undertook inspections to identify trees in poor condition and weed species trees and woody shrubs for removal. Leaving only trees and shrubs of value provides a fresh site for planting of indigenous and native plants reminiscent of the pre- grazing forest pre 1900s.

### Soil Tests

Extensive soil tests were undertaken in 2017 following the demolition of the school infrastructure with a Certificate of Environmental Audit issued to the Education Department.<sup>3</sup> In the opinion of the EPA representative, the condition of the site is neither detrimental nor potentially detrimental to any beneficial use of the site.

A recently dumped stockpile was tested prior to removal as part of the early landscape works package. No contamination was detected.

<sup>3</sup> EPA Environmental Audit Report A - 150 Cambridge Road Kilsyth, 2017. Source: epa.viv.gov.au/envaudit accessed on 23 June 2023.



Photo 10 Feature Manna Gum

## Community Priorities

### Creating the Vision

To understand the community vision for 150 Cambridge Road, consultation was undertaken over a six-week period in September – November 2023, identifying popular ideas for consideration.

Consultation included a letterbox drop to 600 local residents, Shaping Yarra Ranges project page (2,941 visitors), online survey (194 contributions from 122 contributors), email and social media campaign, face-to-face sessions (6) and various target group sessions.

Design initiatives supported by the community (number of responses), included:

- Urban Forest/woodland
  - Urban forest, natural, green space (28)
  - Native and indigenous trees, vegetation (25)
  - Vegetation, bird boxes etc. to attract wildlife (12)
  - Garden areas: flowers, edible, sensory, community (11).
- Open Space
  - Community gathering space (13)
  - Open grassed area for picnics, events (9)
  - Retain steps and/or circular garden (5)
  - Artwork (5)
- Water
  - Wetland, pond, waterfall (8).

- Recreation
  - Bike facilities (32)
  - Walking paths (29)
  - Playspace (24)
  - Waterplay (22)
  - Court space (12)
  - Skatepark (12)
  - Other sport & recreation activities (14)
  - Gym equipment, tennis, ninja warrior, parkour, oval, pool.
- Park Amenities
  - Shelters, tables, seating (29)
  - Coffee van, local traders, café (15)
  - Barbecues (14)
  - Toilets (8)
  - Sealed car park area on Cambridge Road (5).
- Other
  - Accessibility (9)
  - Educational emphasis – plants, local history (8)
  - Acknowledgement of Traditional Owners (6).

Key themes and actions to emerge included:

- A path network throughout the ‘woodland’ and connectivity to surrounds, particularly through to the neighbouring Elizabeth Bridge Reserve.
- A ‘less is more’ approach – the space is very valued as is for its views, open space, and size.
- Maintaining the view to the Dandenong Ranges.



Photo 11 North-east corner of the site

- Opportunity to vegetate the area with strong Indigenous characteristics and elements, including sensory and edible indigenous plantings and areas for storytelling and community education.
- Allowing the self-seeding of trees and plants to occur, especially around the feature Manna Gum tree.
- Establishment of an Indigenous woodland and native grasslands that creates a habitat for the local fauna and natural shading for park users.

Where practicable, the community ideas were incorporated into the master plan, with the underlying proviso that this site is to be developed as community open space without significant infrastructure or duplication of facilities available or more suited to other sites in the area.

# MASTER PLAN DEVELOPMENT

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The draft Concept Plan was developed based on community and advisory group feedback, in conjunction with the expertise of officers and on-site workshops.



The draft Concept Plan (Figure 7, page 22) was developed based on community and advisory group feedback, in conjunction with the expertise of officers and on-site workshops. Officers from across Council were engaged early in the process to identify issues and opportunities based on community feedback. To ensure the concept plan resonated with the community priorities and expectations a second period of engagement was undertaken.

### Consultation

The Draft 150 Cambridge Road Concept Plan was presented to the community over a four-week period in May – June 2024 to determine support for the design created from the prior ideas and feedback provided.

Consultation included a letterbox drop to 600 local residents, Shaping Yarra Ranges project page (2,941 visitors), online survey (152 contributors), email and social media campaign, six face-to-face sessions (100 conversations) and targeted email engagement with local schools, preschools, community groups and sports clubs.

Online Survey respondents (152) were asked to rate the concept plan and key elements out of five stars with a rating of five stars being excellent (Table 3).

Draft Concept Plan Element	Weighted Average (out of 5 stars)
1 Overall Concept Plan	4.0
2 Meandering paths	3.9
3 Gathering and education space	3.7
4 Native Grasslands	3.9
5 Seasonal water feature	3.9
6 Bike jump park	4.3
7 Nature play areas	4.0
8 Upgrade the carpark areas	4.0
9 Picnic area	4.0
10 Multi-purpose half court	3.8
11 Public toilet	4.6

Table 3: Draft Concept Plan Design – Online Survey - Community Ratings

### Respondent Profile

- Of the respondents 52% female, 44% male, 2% self-described
- 36% aged 25-30; 22% aged 45-54; 19% under 25 years and 24% over 55 years
- Majority of respondents were local residents: 35% Kilsyth, 36% Mooroolbark, 9% Montrose.
- 15% identified as living with disability or a carer
- 4% identified as Aboriginal or Torres Strait Islander

### Key Findings

- The concept plan and all individual elements rated well, with an average rating of four stars out of a possible five-star scale.
- Highest support for: toilet (4.6) and bike jump park (4.3)
- Supported opportunity to walk in natural environment with family, enjoying the surrounds and views.
- Fear of snakes was the greatest concern (10 comments)
- Generally the seasonal pond supported with some safety and habitat sustainability concern.
- Strong support to feature the Manna Gum as the focal point of indigenous culture sharing and education group opportunities.
- Important to incorporate a bike park for skill development and benefits of outdoor active recreation for young people.

The Community Engagement Report 2024 (Appendix A) contains further analysis of the consultation on the draft Concept Plan for 150 Cambridge Road, Kilsyth.

Based on the strong support received from the community, verbally social media and the online survey, the draft 150 Cambridge Road, Kilsyth Master Plan has been finalised and an early landscape works package developed. The early landscape works will be undertaken with Public Open Space Funds identified by Council at the time the land was approved for purchase.

## Gender Equity, Accessibility and Inclusion

Throughout the extensive consultation and development of the 150 Cambridge Road, Kilsyth Master Plan, the identified needs of community members of all ages, gender and cultural backgrounds were taken into consideration. The recommendations of the Master Plan have a community wide application benefiting the diverse community and aligned with the equality objectives of Council and the Gender Equality Act (2020).

Page 85  
Of  
In accordance with the Gender Equality Act (2020), Gender Impact Assessment (GIA) is required to be undertaken on Council's new policies, programs and services. The assessment takes a critical look at how the Master Plan will meet the different needs of women, men, and gender-diverse people. The GIA aims to create better and fairer outcomes and ensures all people have equitable access to opportunities and resources.

### Context and Importance of Gender Equality for Recreation and Open Space Planning Alignment

- Gender equality is a human right and precondition for the prevention of family violence and other forms of violence against women and girls.
- Women and girls have historically experienced discrimination and disadvantage based on sex and gender.

- Current issues affecting the participation of women and girls in sport and recreation include systemic fear of judgment of appearance, ability and/or priorities, care giving responsibilities, limited female-friendly amenities, perceptions of safety and cultural differences.
- Gender inequality may be compounded by disadvantage and discrimination that a person may experience based on Aboriginality, age, disability, ethnicity, gender identity, race, religion and sexual orientation.
- Sport and recreation have an opportunity to challenge gender stereotypes and discriminatory attitudes and promote fairness and respect.
- Gender equality messages embedded in sport and recreation have potential to reach a large part of our community, including men and boys.

### Consultation feedback

Gender and accessibility-specific themes emerging from community feedback included:

- Men (56) and women (76) over 25-years supported the park improvements especially relating to children benefitting from adventurous play and cultural education. However, concern was raised of the threat of snakes if grasslands abutting paths were allowed to grow too long and not maintained.

- No girls and young women under 25 years responded.
- Males under 24 years (8) supported the general park improvements especially the bike jumps park with water fountain and other activity opportunities.
- For people self-describing (4), feeling welcome and having inclusive facilities was important, together with common themes identified above.
- Carers and people living with disability highlighted the need for accessible parking, paths and furniture to enable ease of use and enjoyment of the area.

### Master Plan refinements

**Bike Jumps Park:** typically, a male dominated activity. This can be more integrated and welcoming for social inclusion of all genders through the creation of a social node(s) where families, spectators and other young people especially, can be a part of the space without the pressure to participate in bike activities.

**Accessibility:** A Universal Design lens will be applied through design phases to ensure maximum accessibility to the site and infrastructure.

**Safety:** Adequate lighting, clear sightlines, and well-maintained pathways can contribute to a safer environment, addressing potential safety concerns that women and gender diverse groups may have in public open spaces.

150 Cambridge Road, Kilsyth Concept Plan



1 Meandering paths through woodland and native grass.



2 Manna gum, feature tree. Gathering/educational space around the Manna gum.





3 Maintain view to Dandenong Mts.



4 Ephemeral water feature / Dry pond.



Legend

-  Existing tree
-  Proposed tree



5 Bike jump tracks.



6 Nature play areas.



7 Carpark with trees.



8 Picnic shelter, tables and seats.

9 Multi purpose half court.

10 Public toilet.

11 Quiet activity area.

0 10 20 50m 1:1000@A3



Date: 24.06.2024

Figure 7: 150 Cambridge Road, Kilsyth Draft Concept Plan

### Early Landscape Works

Scope of works to be undertaken in mid-2024:

- Removal of trees in poor condition
- Removal of weed species trees and shrubs
- Planting of new indigenous and native trees and plants
- New circuit path in northwest corner
- Accessible parking bays
- Picnic benches
- New bollard fence to Cambridge Road interface
- Mulching of existing and new garden beds
- Rubbish bin

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**1** SITE LOCATION  
Scale N/A



**2** EXTENT OF WORKS  
Scale 1:750 @ A3

Figure 8: Early landscape works plan

# MASTER PLAN IMPLEMENTATION

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Once adopted, the Master Plan will provide strategic justification to support Council and external funding applications.





The total cost to implement the proposed 150 Cambridge Road, Kilsyth Master Plan over the next 15+ years is estimated to be \$2,539,000. The elements identified for inclusion and estimated cost are summarised in the following table.

Only the early landscape works proposed for construction in late 2024 have allocated funds. All other recommendations do not have confirmed funding and will be subject to competitive internal and external funding allocation programs.

Once adopted the Master Plan will provide strategic justification to support Council and external funding applications. Estimated funding contributions are based on historical programs of 40-50% external grant contributions.



Photo 12 North-west corner, the site for early landscape works.



Map reference	Recommendation	Cost estimate	Timeframe*	Potential Funding Contribution**	
				Council Funding (Unconfirmed)	State / Federal Grant (proposed)
1A	Paths: Stage 1 - perimeter path	\$60,000	Short	\$60,000	
1B	Paths: Stage 2 - internal path network	\$200,000	Medium	\$100,000	\$100,000
2	Landscaping - Manna Gum Gathering Space	\$50,000	Medium	\$25,000	\$25,000
3	Landscaping - Grasslands plateau	\$14,000	Medium	\$14,000	
4	Ephemeral Pond Feature	\$300,000	Long	\$200,000	\$100,000
5	Bike Jump Tracks with social node(s)	\$650,000	Short	\$325,000	\$325,000
6	Nature Play Areas	\$60,000	Long	\$30,000	\$30,000
7	Car Park Area upgrades	\$530,000	Long	\$530,000	
8	Picnic Shelter, tables and seating	\$100,000	Medium	\$50,000	\$50,000
9	Multi-purpose half court	\$50,000	Long	\$25,000	\$25,000
10	Quiet Activity Area: including accessible parking, fencing, paths, picnic seating, native / indigenous trees and shrubs	\$200,000	In progress	\$200,000	
11	Public Toilet	\$250,000	Short	\$200,000	\$100,000
General	Planting of indigenous and native trees and plants throughout the site.	\$175,000	Ongoing	\$125,000	\$50,000
	<b>Master Plan Total Cost Estimate</b>	<b>\$2,539,000</b>		<b>\$1,834,000</b>	<b>\$805,000</b>

#### LEGEND

\*Timeframe

Short term	1–5 years
Medium term	6–10 years
Long term	11–15 years

\*\*Government Grants (unconfirmed) are to be sought to co-fund the improvements.

## Supporting Documentation

The 150 Cambridge Road, Kilsyth Master Plan is supported by the following documents that were instrumental in the shaping of the final plan:

- 150 Cambridge Road, Kilsyth - Background Report (2023-24)
- Initial Community Engagement Report (April 2024)
- Draft Concept Plan Engagement Report (June 2024)
- 150 Cambridge Road, Kilsyth Master Plan - Gender Impact Report (July 2024)



## Contact details

### Open Space Strategy and Planning (Design and Place)

**Contact:** Project Manager Open Space Planning

**Phone:** 1300 368 333

**Email:** [designandplace@yarraranges.vic.gov.au](mailto:designandplace@yarraranges.vic.gov.au)

**Write:** Open Space Planning - 150 Cambridge Road Kilsyth  
PO Box 105, Lilydale Vic 3140

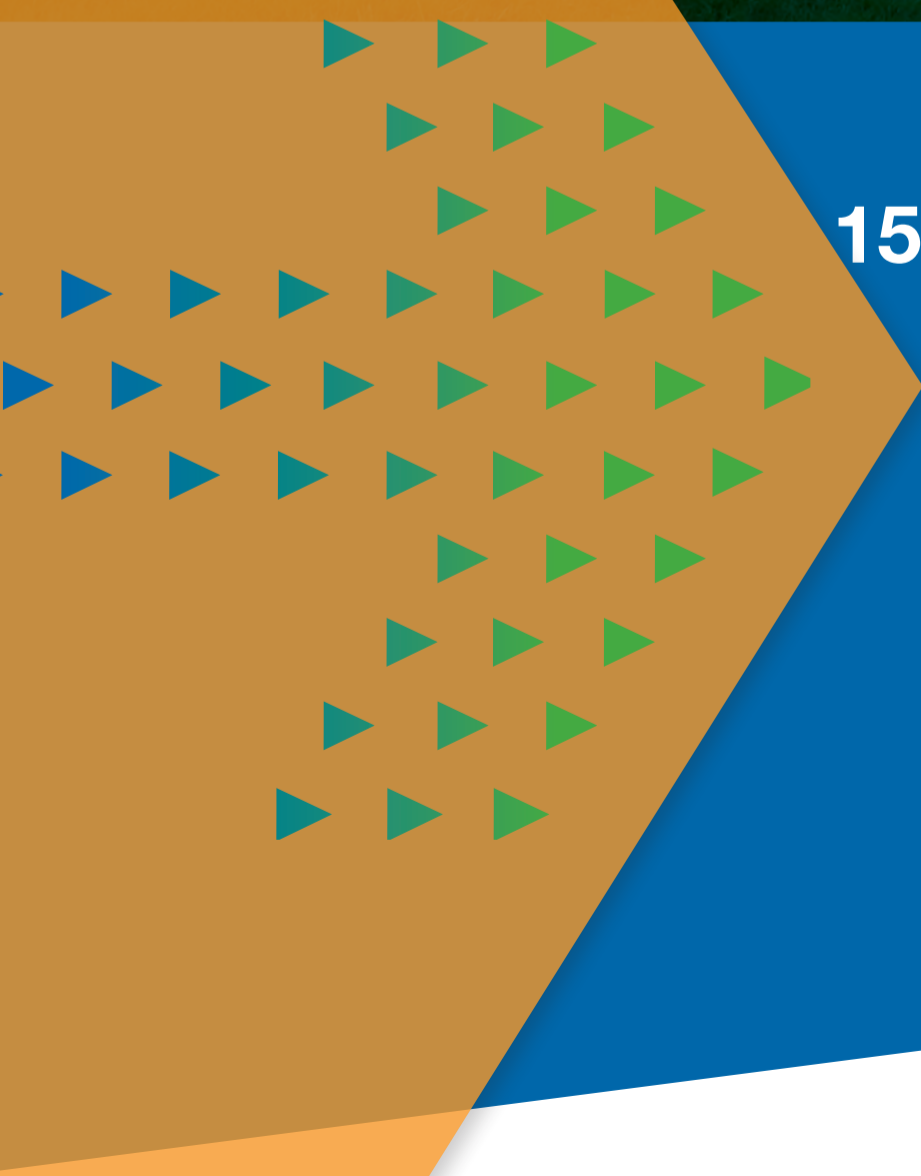


Yarra Ranges Council acknowledges the Wurundjeri and other Kulin Nations as the Traditional Owners and Custodians of these lands and waterways.

We pay our respects to all Elders, past, present, and emerging, who have been, and always will be, integral to the story of our region.

We proudly share custodianship to care for Country together.





# 150 CAMBRIDGE ROAD, KILSYTH DRAFT CONCEPT PLAN

## Community Engagement Summary Report

June 2024

Consultation Period: 14 May - 11 June 2024

# PROJECT BACKGROUND

Yarra Ranges Council has developed a draft Concept Plan that provides a community based approach to improving access to native and indigenous woodlands and recreation facilities at 150 Cambridge Road, Kilsyth. This was the former site of Yarra Hills Secondary College and prior to that Pembroke Secondary College. The school buildings were removed in 2014.

The Plan developed is in response to the collective vision identified through previous community, advisory and stakeholder group consultation, to understand what was important to retain and include in the future planning of the site. Ideas have been investigated by internal working groups and consultants with expertise to interrogate the merit of issues and opportunities being considered. We also looked at the projected demographics of the area and the importance of catering for the young families making Kilsyth their home. A high community priority was to look to the past to the indigenous culture of the area, opportunity to revegetate with native vegetation and to create a learning environment that could increase our relationship with Country.

The 150 Cambridge Road, Kilsyth Master Plan aims to support increased use and enjoyment of the area through a return to the woodlands reminiscent of the Kilsyth of the early 1900s, with the inclusion of indigenous and native vegetation and recreation features.

Initial community and stakeholder engagement was conducted through the research and development phase of the draft master plan. The resultant draft 150 Cambridge Road, Kilsyth Concept Plan was presented to the community for review and feedback in May - June 2024, seeking feedback on whether the proposed improvements addressed the community's needs and concerns. This second engagement period was undertaken through a wide range of formats such as drop-in sessions, letterbox drop, social media.

## WHO WE SPOKE TO



**Over a 4 week engagement period** (14 May - 11 June 2024) we received feedback from approximately 300 people.



**600 letters were dropped into local resident mailboxes** to inform the community about the engagement, provide a link to details about the project and a survey to capture their plan ratings and feedback.



Project information including a **QR code** linking to the survey, was circulated to **local schools, pre-schools and early learning centres** plus **sports groups** operating from Elizabeth Bridge Reserve, for distribution to their members.



**Drop-in sessions (6):** at 150 Cambridge Road (3), Elizabeth Bridge Reserve playspace (2) and the oval (1). We chatted to approximately **100 people** providing information, a link to the survey and collecting feedback.



We also sought feedback from **Council's Advisory Groups**, including Indigenous, Disability, Health & Wellbeing, Youth and the Youth Ambassadors.



Ride Yarra Ranges and three other bike groups were invited via email to provide comments. In excess of **3,500 readers** opened the link.

**1675 emails were sent to the Kilsyth Community** providing information on the proposal and collect feedback.



**3,911 page views** of the Shaping Yarra Ranges- 150 Cambridge Road, Kilsyth Masterplan page from **2,941 unique visitors**.



**156 contributions** through the Shaping Yarra Ranges-150 Cambridge Road, Kilsyth Masterplan page **from 152 unique contributors**.

**Website visitors** came from Direct to Social Media Channels **61%**, Shaping Yarra Ranges **34%**, External Websites **3%** and Search Engines **2%**.

# WHAT WE HEARD:

We received responses from a spread of people (age and gender) that primarily live locally to 150 Cambridge Road: in Kilsyth (35%), Mooroolbark (36%) and Montrose (9%). From conversations and comments, most have a close connection and regularly use the adjacent Elizabeth Bridge Reserve for active and passive recreation. Of the 152 contributors to the online survey, an overall rating of four out of five stars for the improvements proposed for 150 Cambridge Road, Kilsyth.

In addition to the positive verbal feedback to the draft concept plan, 152 survey contributors rated the plan and key elements out of a possible five stars. A snapshot of the survey results follow:

## CONCEPT DESIGN ★ RATINGS

Design Feature	Weighted Average (out of 5 stars)
1. Overall Concept Plan	4.0
2. Meandering paths	3.9
3. Gathering and education space	3.7
4. Native Grasslands	3.9
5. Seasonal water feature	3.9
6. Bike jump park	4.3
7. Nature play areas	4.0
8. Upgrade the carpark areas	4.0
9. Picnic area	4.0
10. Multi-purpose half court	3.8
11. Public toilet	4.6



1. Meandering paths through woodland and native grass.



4. Ephemeral water feature / Dry pond



7. Carpark with trees



5. Bike jump tracks



8. Picnic shelter, tables and seats.



2. Manna gum, feature tree  
Gathering/educational space around the Manna gum



6. Nature play areas

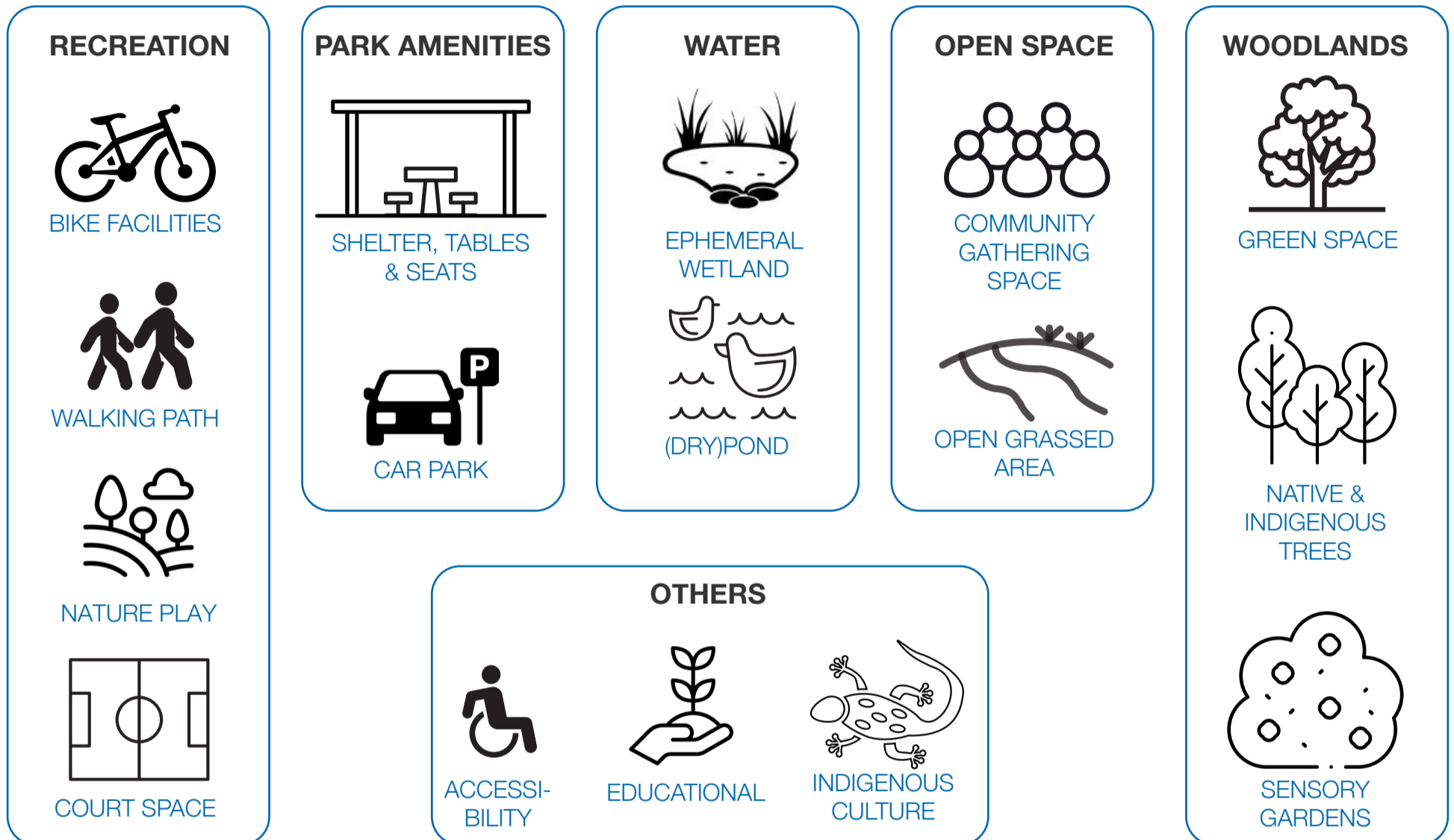


3. Maintain view to Dandenong Mts.

# NEXT STEPS:

After reviewing the community feedback and ratings of the draft concept design and key elements, we confirmed that the proposed concept plan had resounded well with the community and needed no modification prior to embedding in the draft 150 Cambridge Road, Kilsyth Master Plan, for consideration by Council for adoption.

## KEY DESIGN INITIATIVES CONFIRMED



The next steps in the finalisation of the 150 Cambridge Road, Kilsyth Master Plan are outlined below.





## REVIEW OF PLANNING DELEGATIONS

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Report Author: Manager Planning and Building  
 Responsible Officer: Director Planning & Sustainable Futures  
 Ward(s) affected: (All Wards);

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*The author(s) of this report and the Responsible Officer consider that the report complies with the overarching governance principles and supporting principles set out in the Local Government Act 2020.*

## CONFIDENTIALITY

This item is to be considered at a Council meeting that is open to the public.

## SUMMARY

The report outlines proposed amendments to the conditions in the current planning delegations from the Council to officers in accordance with the *Planning and Environment Act 1987*. These amendments are informed by recommendations from Operation Sandon and align with the best practices of routinely updating delegations to support effective governance.

The current planning delegations have been in operation since 2016, and since then there have been notable changes in the political, economic, and planning landscape, including increased planning application volumes, population growth, housing challenges, and a more complex planning framework. In addition, there has been a significant rise in construction costs which has resulted in the current planning delegations capturing low scale planning applications and are considered to be outdated.

The proposed changes to the planning delegations will ensure Council will still oversee major applications that influence long-term strategic planning and applications which generate community interest, while granting delegation to officers for applications with less economic significance, low community interest or where applications are consistent with approved plans.

The proposed changes relate to the Instrument of Delegation for the *Planning and Environment Act 1987*. There are no other changes to the Instrument of Delegation associated with this report. The proposed changes, shown by way of “track changes” in Attachment 1 to the report update planning delegations following recommendations from Operation Sandon and align with best practice.

Council is asked to approve the updated Instrument.

## RECOMMENDATION

***That Council in the exercise of the powers conferred by the legislation referred to in the Instrument of Delegation included at Attachment 1, Council resolves that:***

- 1. The delegations made to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached Instrument of Delegation to members of Council staff be approved, subject to the conditions and limitations specified in that Instrument.***
- 2. That the delegations are modified to reflect the following changes:***
  - a) Increase the automatic call-in triggers for the cost of development from \$3 million to \$5 million for a planning application and for an amendment to an existing planning application, where the value of additional works is greater than \$5 million.***
  - b) Delegate decisions to Council officers where the application is generally consistent with the approved Former Lilydale Quarry Comprehensive Development Plan (CDP).***
  - c) Delegate any applications for Certificates of Compliance under Section 97N of the Planning and Environment Act 1987 to officers.***
  - d) Delegate all applications for covenant variations or removal to officers.***
  - e) Minor changes are also proposed for the call in/call out process to align both processes to require the mayor and two other councillor signatures including the ward councillor.***
  - f) Consider multi-signatory objections and/or petitions to be counted as a single objection in line with the Planning and Environment Act 1987.***
- 3. The Instrument comes into force immediately the common seal of Council is affixed to the Instrument.***
- 4. On the coming into force of the Instrument all previous delegations to members of Council staff (other than to the Chief Executive Officer) are revoked.***
- 5. The duties and functions set out in the Instrument must be performed, and the powers set out in the Instrument must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.***

## RELATED COUNCIL DECISIONS

The current Instrument was approved at the Council meeting on 12 September 2023.

## DISCUSSION

### *Purpose and Background*

The current planning delegations have been operation since 2016. The realm of planning has become more complex with additional considerations, an increase in application numbers and rising construction costs. There has also been changes to the *Local Government Act* and through the release of Operation Sardon Special report, that recommended removing planning decisions from Council. It is proposed to shift the criteria on some application types to better reflect the current circumstances across the municipality and broader metropolitan areas. It is also to ensure that planning decisions are able to be processed expeditiously and that only in cases where applications will create precedent or will result in a new strategic direction for the municipality that decisions are not delegated to officers.

The goal is to keep strategic decision-making within the Council's purview while streamlining other processes to minimise economic impact and delays to support efficient decision making of low scale and low impact planning applications.

### **KEY ISSUES**

The revisions captured in the updated Instrument cover the following:

1. The following changes have been made to the S6 Instrument of Delegation, Council to other Members of Council staff (S6):
  - Sections S61(1) under the instrument of Delegation under the This report outlines proposed amendments to the conditions in the current planning delegations from the Council to officers in accordance with the *Planning and Environment Act 1987* -Increase the automatic call-in triggers for the cost of development from \$3 million to \$5 million for a planning application and for an amendment to an existing planning application, where the value of additional works is greater than \$5 million.
  - Delegate decisions to Council officers where the application is generally consistent with the approved Former Lilydale Quarry Comprehensive Development Plan (CDP).
  - Delegate any applications for Certificates of Compliance under Section 97N of the Planning and Environment Act 1987 to officers.
  - Delegate all applications for covenant variations or removal to officers.
2. Minor changes are also proposed for the call in/call out process to align both processes to require the mayor and any two other councillor signatures.
3. To consider multi-signatory objections and /or petition to be counted as a single objection in line with the *Planning and Environment Act 1987*.

The updates are shown in the Instrument included at Attachment 1 as “track changes”. Once the Instrument has been approved, a “clean” version will be sealed and published to Council’s website, in accordance with Council’s obligations under the Act and the Public Transparency Policy.

***Recommended option and justification.***

***Kinley Development***

It is recommended to grant delegation to officers to allow planning applications that are generally consistent with the approved Former Lilydale Quarry Comprehensive Development Plan (CDP) under the Comprehensive Development Zone 1 to be decided under delegation. The amendment to approve these planning controls has already undergone a comprehensive planning process, including a panel hearing where community were given the opportunity to present their submissions to an independent panel. In addition, the CDP has previously been considered by Council in a public forum during the rezoning of the site, and decisions currently being made are required to be generally consistent and in line with CDP. Under the CDZ1, any application that is deemed to be generally consistent with the CDP is exempt from third-party public notifications and appeal rights.

The Comprehensive Development Plan was established through a robust planning process in consultation with the State Government and Council officers and sets out an extensive plan of the future development of the Kinley site, the plan sets housing and commercial targets and nominates where these activities should be occurring. The Comprehensive Development Zone requires development to be consistent with the endorsed plan, resulting in decision making to be around compliance with the plan and in accordance with the set strategic direction.

It is still proposed to maintain that decision making power for councillors for any application which proposes development which is inconsistent with the approved Comprehensive Development Plan. In addition, where development is not consistent with the approved plan it would also trigger public notice and the ability for community to make submissions.

***Cost of Development***

The current \$3 million value is intended to indicate a major or significant development and therefore act as the threshold to shift from officer decision-making authority to Council deliberation in the chamber. The current threshold has been in place since 2016 and since this time construction costs have increased, meaning this threshold now includes developments that are not categorised as major and does not pose the potential to establish precedents or alter the strategic trajectory of a region.

The increase to \$5 million will assist with ensuring that minor development will less likely fall within the automatic call-in trigger while still providing applications with high economic investment to be considered by councillors.

In addition, it is proposed to include a condition where there is an amendment to an existing planning permit and the cost of the amendment is greater than \$5 million the this would trigger an automatic call in to the chamber.

***Delegate any application for a Certificate of Compliance under Section 97N of the Planning and Environment Act 1987 to officers***

It is recommended to give delegation to officers to assess and decide all applications under Section 97N. Assessment of a Section 97N application for Certificate of Compliance applications involves a standardised procedure that excludes considerations of amenity. Decisions on these application types are decided solely on the level of evidence submitted to support the application and not against planning policy. Due to the administrative assessment process which excludes any public notification or third party appeal rights for the application, which is granted through a normal planning application process, it recommended that officers are granted delegation as it would not be appropriate to make the decision on the application in a public forum or based on other factors other than based on the evidence. Changes to Section 97(O) *duty to consider application and issue or refuse to issue certificate of compliance* are proposed to facilitate this recommendation.

***Delegate any application for a covenant removal or variation to officers***

A planning application can be sought to seek to remove or vary a covenant on the title. The *Planning and Environment Act 1987* requires notification to be given to all beneficiaries of the covenant. If any of the covenants beneficiary's object to the removal or variation of the covenant, Council is bound by the Act to refuse the application.

As there is no discretion for Council to make a different decision it is recommended that delegation be granted to officers.

***Call in / Call out process***

There is currently a process in place where Councillors with the support of the Mayor or another Councillor can request that any planning applications be referred to a full Council Meeting for a decision. In addition, there is the ability for Councillors to call out a planning decision that may end up in the chamber so that a decision can be made under delegation. For both scenarios Councillors must state their reasons for doing so.

It is proposed to update and ensure consistency in the 'call in' and 'call out' process to require the signature of the Mayor and two Councillors, including the Ward Councillor. The proposed change is to provide improved transparency on decisions being made when changing the delegation on who will have delegation to determine a planning application.

The change will also ensure that the significant action of removing officer delegation through the 'call in' process or the removing Councillor deliberation of an application in the chamber through the 'call out' process to have the support of one third, three out of the nine elected councillors, to agree before the change in the delegated decision maker is made.

The consistent and improved transparent approach being proposed is viewed as best practice decision making and governance model and will provide a greater transparent and robust process for the councillor group when making decisions on altering delegation of a planning application.

### ***Definition of Objections***

It is recommended that multi-signatory objections and/ or petition are considered as one objector under the planning delegations to be consistent with how objections are considered under the *Planning and Environment Act 1987*.

The statutory planning framework draws a distinction between 'objectors' and 'objections'. An 'objector' is a person who was entitled to and did object, while a number of objectors can join together to lodge one objection against an application, which would be a multi-signatory objection/ petition. It is sufficient compliance against The Act with the granting of a permit under the Act for the Council to give notice to one person.

VCAT has also made several rulings on how the number of objections against an application *cannot dictate a planning decision because the popular view may be contrary to the factors that a decision maker must consider* when assessing an application. VCAT has also commented *that the number of objections must be considered in the context of relevant planning issues*.

It is advised that planning delegation practices comply with the requirements of legislation and best practice. The best practice model, which is supported by legal advice, would be a uniformed approach to multiple signature objections for both the purpose of complying with the *Planning and Environment Act 1987* and for the Council's delegations' arrangements.

Officers recommend that delegations to Council is updated to treat a multi-signatory objection and/ or petition as one objection against the application and to not count each signature as a separate objection when considering the number of objections for the automatic call-in trigger to a Council meeting. If the proposed changes are accepted, Council's planning website pages will be updated to reflect the changes, including the information and clear definitions on how to make a submission and the use of petitions and multi signatory objections.

Councillors can still exercise their discretion and call in a matter to the chamber under the call in process.

### ***Recommendations***

The recommendation is to approve the Instrument of Delegation in Attachment 1 with this report to ensure Council can meet its obligations under the Local Government Act 2020, the *Planning and Environment Act 1987* and other Acts where Council holds authority.

## **FINANCIAL ANALYSIS**

The cost to prepare and adopt the Instrument of Delegation is minimal and can be met from within current operational budgets.

## **APPLICABLE PLANS AND POLICIES**

No regional, state or national plans and policies are applicable to the recommendation in this report.

## **RELEVANT LAW**

The power of delegation under section 11 of the *Local Government Act 2020* (the Act) is a power to delegate Council's powers under that Act or any other Act (with specific exceptions) to the Chief Executive Officer.

Section 47(1) of the Act provides that the Chief Executive Officer may, by instrument of delegation, delegate to a member of the Council staff or members of a community asset committee any power, duty or function of their office, except the power of delegation itself.

Legal advice has also been received which recommends that planning delegations be updated to be consistent with the *Planning and Environment Act 1987*.

## **SUSTAINABILITY IMPLICATIONS**

### **Economic Implications**

There are no direct economic impacts associated with the delegation of powers by Council discussed in this paper.

### **Social Implications**

There are no direct social impacts associated with the delegation of powers by Council. The wider potential social impacts of planning decision making processes are broadly noted in this report.

### **Environmental Implications**

There are no direct environmental impacts associated with the delegation of powers by Council.

## **COMMUNITY ENGAGEMENT**

There has been no community consultation in respect of the proposed changes to the Instrument of Delegation as there is no requirement to do so.

Annual community surveys are undertaken with respect to Council's Planning Services, key feedback from the community has related to the length decision take to be made and the perceived amount of red tape that exists around the decisions. A

review of the delegations helps to address some of the concerns and reduce some of the timeframes.

If the recommended changes to delegation are made, relevant updates will be provided to our website. The planning pages of Council's website has been recently updated to help community better understand planning. There is a dedicated page that provides information to community on how to make a submission and what information should be included in the submission.

## **RISK ASSESSMENT**

There are no proposed changes to the delegated officer Instrument, only to the conditions associated with the types of applications to be determined by Delegates of Council rather than Council in the chamber.

The proposed amendments will streamline the way in which planning applications are dealt with, reduce the timeframes associated with most applications, and retain the opportunity for Councillors to call in applications which have municipality-wide impact that they wish to see considered by the Council.

## **CONFLICTS OF INTEREST**

No officers and/or delegates acting on behalf of the Council through the Instrument of Delegation and involved in the preparation and/or authorisation of this report have any general or material conflict of interest as defined within the *Local Government Act 2020*.

## **ATTACHMENTS TO THE REPORT**

1. S6 Instrument of Delegation – Council to Staff – August 2024





## **Yarra Ranges Shire Council**

**Instrument of Delegation**

**to**

**Members of Council Staff**

**~~April 2024~~ August 2024**

# Instrument of Delegation

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

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

BPCO	means Building & Planning Compliance Officer
BOPS	means Business Operations (includes: Customer Experience Business Operations Coordinator; Lead Customer Experience Officer - Business Operations, Customer Experience Officer - Business Operations & Business Operations Officer)
BSO	means Business Support Officer (business unit identified in brackets where relevant)
CEO	means Chief Executive Officer
CSCO	means Community Safety Coordinator
DCS	means Director Corporate Services
DBEI	means Director Built Environment and Infrastructure
DPSF	means Director Planning, and Sustainable Futures
DCOM	means Director Communities
EHO	means Environmental Health Officer
PEHL	means Public & Environmental Health Lead
EODC	means Executive Officer Development Compliance & Prosecutions
EOSC	means Executive Officer Safer Communities
EOISI	means Executive Officer Infrastructure Strategy & Investigations
EOPS	means Executive Officer Planning Services
EOGRC	means Executive Officer Governance, Risk and Compliance
EOSP	means Executive Officer Strategic Planning
EOUDLA	means Executive Officer Urban Design and Landscape Architecture
MBS	means Municipal Building Surveyor
MPB	means Manager Planning and Building
MFIN	means Manager Finance
MIS	means Manager Infrastructure Services
MCW	means Manager Community Wellbeing
MDP	means Manager Design & Place
MSP	means Manager Strategic Projects
MPRG	means Manager Procurement, Risk & Governance
PEHC	means Public & Environmental Health Coordinator
PO	means all Planning Officers
PMSP	means Project Manager Strategic Planning
(PS)	means Planning Services Team
(SP)	means Strategic Planning Team
SPO	means Senior Planning Officer
PPO	Principal Planning Officer
TLPO	means Team Leader Planning Services
VCAT	VCAT Lead
SUB	Subdivision Officer
SSUB	Senior Subdivision Officer

3. declares that:
  - 3.1 this Instrument of Delegation is authorised by a resolution of Council passed on 9 April 2024
  - 3.2 the delegation:
    - 3.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
    - 3.2.2 remains in force until varied or revoked;

- 3.2.3 is subject to any conditions and limitations set out in sub-paragraph 3.3, and the Schedule; and
- 3.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
- 3.3 the delegate must not determine the issue, take the action or do the act or thing:
  - 3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
  - 3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
    - (a) policy; or
    - (b) strategy
 adopted by Council;
  - 3.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or
  - 3.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff or delegated committee.

The COMMON SEAL of YARRA )  
 RANGES SHIRE COUNCIL was )  
 hereto affixed on / / 2024 )  
 in the presence of Tammi Rose )  
 Chief Executive Officer. )

.....  
**Tammi Rose**  
**Chief Executive Officer**

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<b>DOMESTIC ANIMALS ACT 1994</b>			
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<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS AND LIMITATIONS</b>
s41A(1)	Power to declare a dog to be a menacing dog	DCOM, MCW, EOSC	Council may delegate this power to a Council authorised officer

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s19(2)(a)	Power to direct by written order that the food premises be put into a clean and sanitary condition	DCOM, MCW, EOSC, PEHC, PEHL, EHO	If s 19(1) applies
s19(2)(b)	Power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	DCOM, MCW, EOSC, PEHC, PEHL, EHO	If s 19(1) applies
s19(3)	Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process	DCOM, MCW, EOSC, PEHC, PEHL, EHO	If s 19(1) applies Only in relation to temporary food premises or mobile food premises
s19(4)(a)	Power to direct that an order made under s 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise	DCOM, MCW, EOSC, PEHC, PEHL, EHO	If s 19(1) applies
s19(6)(a)	Duty to revoke any order under s 19 if satisfied that an order has been complied with	DCOM, MCW, EOSC, PEHC, PEHL, EHO	If s 19(1) applies
s19(6)(b)	Duty to give written notice of revocation under s 19(6)(a) if satisfied that an order has been complied with	DCOM, MCW, EOSC, PEHC, PEHL, EHO	If s 19(1) applies
s19AA(2)	Power to direct, by written order, that a person must take any of the actions described in (a)-(c).	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s19AA(4)(c)	Power to direct, in an order made under s 19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Note: the power to direct the matters under s 19AA(4)(a) and (b) not capable of delegation and so such directions must be made by a Council resolution

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s19AA(7)	Duty to revoke order issued under s 19AA and give written notice of revocation, if satisfied that that order has been complied with	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s19CB(4)(b)	Power to request copy of records	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s19E(1)(d)	Power to request a copy of the food safety program	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s 19EA(3)	Function of receiving copy of revised food safety program	MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s19GB	Power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s19IA(1)	Power to form opinion that the food safety requirements or program are non-compliant.	MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s 19IA(2)	Duty to give written notice to the proprietor of the premises	MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority  Note: Not required if Council has taken other appropriate action in relation to deficiencies (see s 19IA(3))
s19M(4)(a) & (5)	Power to conduct a food safety audit and take actions where deficiencies are identified	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s 19N(2)	Function of receiving notice from the auditor	MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s19NA(1)	Power to request food safety audit reports	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s19U(3)	Power to waive and vary the costs of a food safety audit if there are special circumstances	DCOM, MCW, EOSC, PEHC, PEHL,	
s19UA	Power to charge fees for conducting a food safety assessment or inspection	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Except for an assessment required by a declaration under s 19C or an inspection under ss 38B(1)(c) or 39.
s19W	Power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s19W(3)(a)	Power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s19W(3)(b)	Power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
---	Power to register or renew the registration of a food premises	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority Refusal to grant/ or renew/transfer the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))
s 36A	Power to accept an application for registration or notification using online portal	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s 36B	Duty to pay the charge for use of online portal	DCOM, MCW, EOSC, PEHC, PEHL,	Where Council is the registration authority
s38AA(5)	Power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s38AB(4)	Power to fix a fee for the receipt of a notification under s 38AA in accordance with a declaration under s 38AB(1)	DCOM, MCW, EOSC, PEHC, PEHL,	Where Council is the registration authority
s38A(4)	Power to request a copy of a completed food safety program template	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s38B(1)(a)	Duty to assess the application and determine which class of food premises under s 19C the food premises belongs	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s38B(2)	Duty to be satisfied of the matters in s 38B(2)(a)-(b)	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s38D(1)	Duty to ensure compliance with the applicable provisions of s 38C and inspect the premises if required by s 39	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s38D(2)	Duty to be satisfied of the matters in s 38D(2)(a)-(d)	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s38D(3)	Power to request copies of any audit reports	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s38E(2)	Power to register the food premises on a conditional basis	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority; Not exceeding the prescribed time limit defined under s 38E(5).
s38E(4)	Duty to register the food premises when conditions are satisfied	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s38F(3)(b)	Power to require proprietor to comply with requirements of this Act	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s 38G(1)	Power to require notification of change of the food safety program type used for the food premises	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s 38G(2)	Function of receiving notice from proprietor if there is a change of the food safety program type used for the food premises	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s 38G(4)	Power to require the proprietor of the food premises to comply with any requirement of the Act	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s 39(2)	Duty to carry out an inspection of the premises during the period of registration before the registration of the food premises is renewed	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s39A	Power to register, renew or transfer food premises despite minor defects	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority Only if satisfied of matters in s 39A(2)(a)-(c)
s 39A (6)	Duty to comply with a direction of the Secretary	DCOM, MCW, EOSC, PEHC, PEHL, EHO	
s 40(1)	Duty to give the person in whose name the premises is to be registered a certificate of registration	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority



**FOOD ACT 1984**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s40(2)	Power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the <i>Public Health and Wellbeing Act 2008</i>	DCOM, MCW, EOSC, PEHC, PEHL, EHO	
s40C(2)	Power to grant or renew the registration of food premises for a period of less than 1 year	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s40D(1)	Power to suspend or revoke the registration of food premises	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s 40E	Duty to comply with direction of the Secretary	DCOM, MCW, EOSC, PEHC, PEHL, EHO	
s 40F	Power to cancel registration of food premises	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s 43	Duty to maintain records of registration	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering, or renewing registration of a component of a food business	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s43F(7)	Power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority
s 45AC	Power to bring proceedings	DCOM, MCW, EOSC, PEHC, PEHL, EHO	
s46(5)	Power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged	DCOM, MCW, EOSC, PEHC, PEHL, EHO	Where Council is the registration authority

<b>HERITAGE ACT 2017</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s116	Power to sub-delegate Executive Director's functions, duties or powers	DPSF	Must first obtain Executive Director's written consent.  Council can only sub-delegate if the Instrument of Delegation from the Executive Director authorises sub-delegation

<b>LOCAL GOVERNMENT ACT 1989</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s185L(4)	Power to declare and levy a cladding rectification charge	CEO	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s4B	Power to prepare an amendment to the Victoria Planning Provisions	Not delegated	If authorised by the Minister
s4G	Function of receiving prescribed documents and a copy of the Victoria Planning Provisions from the Minister	MDP, MSP, EOSP, PMSP, PO(SP), BSO(SP)	
s4H	Duty to make amendment to Victoria Planning Provisions available in accordance with public availability requirements	MDP, MSP, EOSP, PMSP, PO(SP), BSO(SP)	
s4I(2)	Duty to make a copy of the Victoria Planning Provisions and other documents available in accordance with public availability requirements	MDP, MSP, EOSP, PMSP, PO(SP), BSO(SP)	
s8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s 8A	MDP, MSP, EOSP, PMSP, PO(SP)	
s8A(3)	Power to apply to Minister to prepare an amendment to the planning scheme	MDP, MSP, EOSP, PMSP, PO(SP)	
s8A(5)	Function of receiving notice of the Minister's decision	MDP, MSP, EOSP, PMSP, SPO(SP), PO(SP)	

**PLANNING AND ENVIRONMENT ACT 1987**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s8A(7)	Power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days	MDP, MSP, EOSP, PMSP, SPO(SP), PO(SP)	
s8B(2)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	MDP, MSP, EOSP, PMSP, SPO(SP), PO(SP)	
s12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, EOUDLA	
s12B(1)	Duty to review planning scheme	DPSF, MDP	
s12B(2)	Duty to review planning scheme at direction of Minister	DPSF, MDP	
s12B(5)	Duty to report findings of review of planning scheme to Minister without delay	DPSF, MDP	
s14	Duties of a Responsible Authority as set out in s 14(a) to (d)	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, EODC, BPCO, SPO, TLPO, PPO, VCAT, PO	Must be acted upon in accordance with the officer's position description, as directed by his/her manager or supervisor, and as provided elsewhere in this schedule of delegations
s17(1)	Duty of giving copy amendment to the planning scheme	MDP, MSP, EOSP, PMSP, SPO(SP), PO(SP), BSO(SP)	
s17(2)	Duty of giving copy s 173 agreement	MPB, MDP, MSP, EOPS, EODC, BPCO, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO	
s17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	MDP, MSP, EOSP, PMSP, SPO(SP), PO(SP)	
s18	Duty to make amendment etc. available in accordance with public availability requirements	MDP, MSP, EOSP, PMSP, SPO(SP), PO(SP), BSO(SP)	Until the proposed amendment is approved or lapsed

**PLANNING AND ENVIRONMENT ACT 1987**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme	DPSF, MDP, MSP, EOSP, PMSP, SPO(SP), PO(SP)	A decision to not give notice must only be made by the MDP, MSP, EOSP or PMSP
s19	Function of receiving notice of preparation of an amendment to a planning scheme	MDP, MSP, EOSP, PMSP, SPO(SP), PO(SP)	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or  Where the amendment will amend the planning scheme to designate Council as an acquiring authority.
s20(1)	Power to apply to Minister for exemption from the requirements of s 19	DPSF, MPB, MDP, MSP, EOSP, PMSP	Where Council is a planning authority
s21(2)	Duty to make submissions available in accordance with public availability requirements	MDP, MSP, EOSP, PMSP, SPO(SP), PO(SP), BSO(SP)	Until the end of 2 months after the amendment comes into operation or lapses
s21A(4)	Duty to publish notice	MDP, MSP, EOSP, PMSP, BSO(SP)	
s22 (1)	Duty to consider all submissions received before the date specified in the notice	MDP, MSP, EOSP, PMSP	Except submissions which request a change to the items in s 22(5)(a) and (b)
s22(2)	Power to consider a late submission  Duty to consider a late submission, if directed by the Minister	MDP, MSP, EOSP, PMSP	
s23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel	MDP, MSP, EOSP, PMSP	
s23(2)	Power to refer to a panel submissions which do not require a change to the amendment	DPSF, MDP, MSP	A submission must only be referred to a panel without prior consideration by Council where it is either not practicable to do so before a panel hearing commences or where directed by the panel. All submissions must be reported to Council when Council considers whether or not to adopt or not adopt the amendment.
s24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO	The DPSF, MPB, MDP or MSP may appoint a consultant or legal representative to represent Council at a panel hearing.

**PLANNING AND ENVIRONMENT ACT 1987**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s26(1)	Power to make report available for inspection in accordance with the requirements set out in s 197B of the Act	DPSF, MDP, MSP	
s26(2)	Duty to keep report of panel available in accordance with public availability requirements	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, BSO(SP)	During the inspection period
s27(2)	Power to apply for exemption if panel's report not received	DPSF, MDP, MSP	Must only be exercised where Council has previously indicated its intention to seek an exemption or where a situation exists that requires urgent action to be taken prior to reporting to Council.
s28(1)	Duty to notify the Minister if abandoning an amendment	DPSF, MDP, MSP, EOSP, PMSP	Note: the power to make a decision to abandon an amendment cannot be delegated
s 28(2)	Duty to publish notice of the decision on Internet site	DPSF, MDP, MSP, EOSP, PMSP	
s 28(4)	Duty to make notice of the decision available on Council's Internet site for a period of at least 2 months	DPSF, MDP, MSP, EOSP, PMSP	
s30(4)(a)	Duty to say if amendment has lapsed	MDP, MSP, EOSP, PMSP, SPO(SP), PO(SP)	
s30(4)(b)	Duty to provide information in writing upon request	DPSF, MDP, MSP, EOSP, PMSP, SPO(SP), PO(SP)	
s32(2)	Duty to give more notice if required	MDP, MSP, EOSP, PMSP, SPO(SP), PO(SP)	
s33(1)	Duty to give more notice of changes to an amendment	MDP, MSP, EOSP, PMSP, SPO(SP), PO(SP)	
s36(2)	Duty to give notice of approval of amendment	MDP, MSP, EOSP, PMSP	
s38(5)	Duty to give notice of revocation of an amendment	MDP, MSP, EOSP, PMSP	
s39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, EOUDLA	The DPSF, MPB, MDP or MSP may appoint a consultant or legal representative to represent Council at a proceeding
s40(1)	Function of lodging copy of approved amendment	MDP, MSP, EOSP, PMSP	

**PLANNING AND ENVIRONMENT ACT 1987**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s41(1)	Duty to make a copy of an approved amendment available in accordance with the public availability requirements during inspection period	MDP, MSP, EOSP, PMSP, SPO(SP), PO(SP), BSO(SP)	
s 41(2)	Duty to make a copy of an approved amendment and any documents lodged with it available in person in accordance with the requirements set out in s 197B of the Act after the inspection period ends	MDP, MSP, EOSP, PMSP, SPO(SP), PO(SP), BSO(SP)	
s42(2)	Duty to make copy of planning scheme available in accordance with the public availability requirements	MDP, MSP, EOSP, PMSP, SPO(SP), PO(SP), BSO(SP)	
s46AAA	Duty to prepare an amendment to a planning scheme that relates to Yarra River land that is not inconsistent with anything in a Yarra Strategic Plan which is expressed to be binding on the responsible public entity	MDP, MSP, EOSP, PMSP, SPO(SP), PO(SP)	Where Council is a responsible public entity and is a planning authority  Note: this provision is not yet in force, and will commence on the day on which the initial Yarra Strategic Plan comes into operation.
s46AW	Function of being consulted by the Minister	DPSF, MDP, MSP	Where Council is a responsible public entity
s46AX	Function of receiving a draft Statement of Planning Policy and written direction in relation to the endorsement of the draft Statement of Planning Policy  Power to endorse the draft Statement of Planning Policy	DPSF, MDP, MSP	Where Council is a responsible public entity
s46AZC(2)	Duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity	DPSF, MDP, MSP, EOSP, PMSP	Where Council is a responsible public entity
s46AZK	Duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity when performing a function or duty or exercising a power in relation to the declared area	DPSF, MDP, MSP, EOSP, PMSP	Where Council is a responsible public entity

**PLANNING AND ENVIRONMENT ACT 1987**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s46GI(2)(b)(i)	Power to agree to a lower rate of standard levy for a class of development of a particular type of land than the rate specified in a Minister's direction	DPSF, MDP, MSP, EOSP, PMSP	Where Council is the planning authority, the municipal Council of the municipal district in which the land is located and/or the development agency
s46GJ(1)	Function of receiving written directions from the Minister in relation to the preparation and content of infrastructure contributions plans	DPSF, MDP, MSP	
s46GK	Duty to comply with a Minister's direction that applies to Council as the planning authority	DPSF, MDP, MSP	
s46GN(1)	Duty to arrange for estimates of values of inner public purpose land	MDP, MSP, EOSP, PMSP	
s46GO(1)	Duty to give notice to owners of certain inner public purpose land	MDP, MSP, EOSP, PMSP, SPO(SP), PO(SP)	
s46GP	Function of receiving a notice under s.46GO	MDP, MSP, EOSP, PMSP, SPO(SP), PO(SP)	Where Council is the collecting agency
s46GQ	Function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other appropriate unit of measurement) of the inner public purpose land	MDP, MSP, EOSP, PMSP, SPO(SP), PO(SP)	
s46GR(1)	Duty to consider every submission that is made by the closing date for submissions included in the notice under s.46GO	MDP, MSP, EOSP, PMSP, SPO(SP), PO(SP)	
s46GR(2)	Power to consider a late submission  Duty to consider a late submission if directed to do so by the minister	MDP, MSP, EOSP, PMSP, SPO(SP), PO(SP)	
s46GS(1)	Power to accept or reject the estimate of the value of the inner public purpose land in a submission made under s.46GQ	DPSF, MDP, MSP, EOSP, PMSP	

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<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s46GS(2)	Duty, if Council rejects the estimate of the value of the inner public purpose land in the submission, to refer the matter to the valuer-general, and notify the affected owner of the rejection and that the matter has been referred to the valuer-general	DPSF, MDP, MSP, EOSP, PMSP	
s46GT(2)	Duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference	DPSF, MDP, MSP, EOSP, PMSP	
s46GT(4)	Function of receiving, from the valuer-general, written confirmation of the agreement between the planning authority's valuer and the affected owner's valuer as to the estimated value of the inner public purpose land	DPSF, MDP, MSP, EOSP, PMSP	
s46GT(6)	Function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)	DPSF, MDP, MSP, EOSP, PMSP	
s46GU	Duty not to adopt an amendment under s 29 to an infrastructure contributions plan that specifies a land credit amount or a land equalisation amount that relates to a parcel of land in the ICP plan area of the plan unless the criteria in s 46GU(1)(a) and (b) are met	DPSF, MDP, MSP, EOSP, PMSP	
s46GV(3)	Function of receiving the monetary component and any land equalisation amount of the infrastructure contribution  Power to specify the manner in which the payment is to be made	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the collecting agency
s46GV(3)(b)	Power to enter into an agreement with the applicant	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the collecting agency
s46GV(4)(a)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the development agency
s46GV(4)(b)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the collecting agency



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<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s46GV(7)	Duty to impose the requirements set out in s 46GV(3) and (4) as conditions on the permit applied for by the applicant to develop the land in the ICP plan area	DPSF, MDP, MSP, EOSP, PMSP	
s46GV(9)	Power to require the payment of a monetary component or the provision of the land component of an infrastructure contribution to be secured to Council's satisfaction	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the collecting agency
s46GX(1)	Power to accept works, services or facilities in part or full satisfaction of the monetary component of an infrastructure contribution payable	DPSF, MDP, MSP, EOSP, PMSP	Where Council is the collecting agency
s46GX(2)	Duty, before accepting the provision of works, services or facilities by an applicant under s 46GX(1), to obtain the agreement of the development agency or agencies specified in the approved infrastructure contributions plan	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the collecting agency
s46GY(1)	Duty to keep proper and separate accounts and records	DPSF, MDP, MSP, EOSP, PMSP, MFIN	where Council is the collecting agency
s46GY(2)	Duty to keep the accounts and records in accordance with the <i>Local Government Act 2020</i>	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the collecting agency
s46GZ(2)(a)	Duty to forward any part of the monetary component that is imposed for plan preparation costs to the planning authority that incurred those costs	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the collecting agency under an approved infrastructure contributions plan  This duty does not apply where Council is that planning authority
s46GZ(2)(a)	Function of receiving the monetary component	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where the Council is the planning authority  This duty does not apply where Council is also the collecting agency
s46GZ(2)(b)	Duty to forward any part of the monetary component that is imposed for the provision of works, services or facilities to the development agency that is specified in the plan as responsible for those, works, services or facilities	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the collecting agency under an approved infrastructure contributions plan  This provision does not apply where Council is also the relevant development agency

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<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s46GZ(2)(b)	Function of receiving the monetary component	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the development agency under an approved infrastructure contributions plan  This provision does not apply where Council is also the collecting agency
s46GZ(4)	Duty to use any land equalisation amounts to pay land credit amounts under s 46GZ(7), except any part of those amounts that are to be forwarded to a development agency under s 46GZ(5)	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the collecting agency under an approved infrastructure contributions plan
s46GZ(5)	Duty to forward any part of a land equalisation amount required for the acquisition of outer public purpose land by a development agency specified in the approved infrastructure contributions plan to that development agency	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the collecting agency under an approved infrastructure contributions plan  This provision does not apply where Council is also the relevant development agency
s46GZ(5)	Function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the development agency specified in the approved infrastructure contributions plan  This provision does not apply where Council is also the collecting agency
s46GZ(7)	Duty to pay to each person who must provide an infrastructure contribution under the approved infrastructure contributions plan any land credit amount to which the person is entitled under s.46GW	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the collecting agency under an approved infrastructure contributions plan
s46GZ(9)	Duty to transfer the estate in fee simple in the land to the development agency specified in the approved infrastructure contributions plan as responsible for the use and development of that land	DPSF, MDP, MSP, EOSP, PMSP, MFIN	If any inner public purpose land is vested in Council under the <i>Subdivision Act 1988</i> or acquired by Council before the time it is required to be provided to Council under s 46GV(4)  Where Council is the collecting agency under an approved infrastructure contributions plan  This duty does not apply where Council is also the development agency

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<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s46GZ(9)	Function of receiving the fee simple in the land	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the development agency under an approved infrastructure contributions plan  This duty does not apply where Council is also the collecting agency
s46GZA(1)	Duty to keep proper and separate accounts and records	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is a development agency under an approved infrastructure contributions plan
s46GZA(2)	Duty to keep the accounts and records in accordance with the <i>Local Government Act 2020</i>	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is a development agency under an approved infrastructure contributions plan
s46GZB(3)	Duty to follow the steps set out in s.46GZB(3)(a) – (c)	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is a development agency under an approved infrastructure contributions plan
s46GZB(4)	Duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA	DPSF, MDP, MSP, EOSP, PMSP, MFIN	If the VPA is the collecting agency under an approved infrastructure contributions plan  Where Council is a development agency under an approved infrastructure contributions plan
s46GZD(2)	Duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZD(2)(a) and (b)	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the development agency under an approved infrastructure contributions plan
s46GZD(3)	Duty to follow the steps set out in s 46GZD(3)(a) and (b)	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the collecting agency under an approved infrastructure contributions plan
s46GZD(5)	Duty to make payments under s 46GZD(3) in accordance with ss.46GZD(5)(a) and 46GZD(5)(b)	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the collecting agency under an approved infrastructure contributions plan
s46GZE(2)	Duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a development agency for acquiring outer public purpose land has not been expended by the development agency to acquire that land at the date on which the approved infrastructure contributions plan expires	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the development agency under an approved infrastructure contributions plan  This duty does not apply where Council is also the collecting agency

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<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s46GZE(2)	Function of receiving the unexpended land equalisation amount	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the collecting agency under an approved infrastructure contributions plan  This duty does not apply where Council is also the development agency
s46GZE(3)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZE(3)(a) and (b)	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the collecting agency under an approved infrastructure contributions plan
s46GZF(2)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the development agency under an approved infrastructure contributions plan
s46GZF(3)	Duty, if land is sold under s 46GZF(2)(b), to follow the steps in s.46GZF(3)(a) and (b)	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the development agency under an approved infrastructure contributions plan
s46GZF(3)	Function of receiving proceeds of sale	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the collection agency under an approved infrastructure contributions plan  This provision does not apply where Council is also the development agency
s46GZF(4)	Duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s 46GZF(5)	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the collecting agency under an approved infrastructure contributions plan
s46GZF(6)	Duty to make the payments under s 46GZF(4) in accordance with s 46GZF(6)(a) and (b)	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the collecting agency under an approved infrastructure contributions plan
s46GZH	Power to recover the monetary component, or any land equalisation amount of the land component, payable under Part 3AB as a debt in any court of competent jurisdiction	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is the collecting agency under an approved infrastructure contributions plan
s46GZI	Duty to prepare and give a report to the Minister at the times required by the Minister	DPSF, MDP, MSP, EOSP, PMSP	Where Council is a collecting agency or development agency

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<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s46GZK	Power to deal with public purpose land which has vested in, been acquired by, or transferred to, Council	DPSF, MDP, MSP, EOSP, PMSP, MFIN	Where Council is a collecting agency or development agency
s46LB(3)	Duty to publish, on Council's Internet site, the payable dwelling amount for a financial year on or before 1 July of each financial year for which the amount is adjusted under s 46LB (2)	DPSF, MDP, MSP, EOSP, PMSP, MFIN	
s46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy	DPSF, MDP, MPB, MSP, EOSP, SPO, TLPO, PPO, VCAT, PO	
s46N(2)(c)	Function of determining time and manner for receipt of development contributions levy	DPSF, MDP, MSP	
s46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy	DPSF, MDP, MSP	
s46O(1)(a) & (2)(a)	Power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit	MBS, EODC	
s46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy	DPSF, MDP, MSP	
s46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured	DPSF, MDP, MSP	
s46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable	DPSF, MDP, MSP	
s46Q(1)	Duty to keep proper accounts of levies paid	MFIN	
s46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency or plan preparation costs incurred by a development agency	DPSF, MDP, MSP	

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<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s46Q(2)	Duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc.	Not delegated	
s46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed	Not delegated	Only applies when levy is paid to Council as a 'development agency'
s46Q(4)(c)	Duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal Council as a development agency for plan preparation costs incurred by the Council or for the provision by the Council of works, services or facilities in an area under s 46Q(4)(a)	Not delegated	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister
s46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan	Not delegated	Must be done in accordance with Part 3
s46Q(4)(e)	Duty to expend that amount on other works etc.	Not delegated	With the consent of, and in the manner approved by, the Minister
s46QC	Power to recover any amount of levy payable under Part 3B	Not delegated	
s46QD	Duty to prepare report and give a report to the Minister	Not delegated	Where Council is a collecting agency or development agency
s46V(3)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available, in accordance with the public availability requirements, during the inspection period	Not delegated	
s 46V(4)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available in accordance with s 197B of the Act and on payment of the prescribe fee, after the inspection period	Not delegated	

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<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 46V(5)	Duty to keep a copy of the approved strategy plan incorporating all amendments to it	Not delegated	
s 46V(6)	Duty to make a copy of the approved strategy plan incorporating all amendments to it available in accordance with the public available requirements	Not delegated	
s46Y	Duty to carry out works in conformity with the approved strategy plan	Not delegated	
s47	Power to decide that an application for a planning permit does not comply with that Act	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB	
s49(1)	Duty to keep a register of all applications for permits and determinations relating to permits	MPB, EOPS, PO(PS), BSO(PS)	
s49(2)	Duty to make register available for inspection in accordance with the public availability requirements	MPB, EOPS, SPO, TLPO, PPO, VCAT, PO, BSO(PS)	
s50(4)	Duty to amend application	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s50(5)	Power to refuse to amend application	MPB, MDP, MSP, EOPS, EOSP, PMSP	
s50(6)	Duty to make note of amendment to application in register	MPB, MDP, MSP, EOPS, EOSP, PMSP, PO, SPO, PPO, VCAT, TLPO, BSO	
s50A(1)	Power to make amendment to application	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO	
s50A(4)	Duty to note amendment to application in register	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, BSO	
s51	Duty to make copy of application available for inspection in accordance with the public availability requirements	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, BSO	

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<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person	MPB, MDP, MSP, EOPS, EOSP, PMSP, , SPO, TLPO, PPO, VCAT, PO	In case of a decision not to give notice of an application, this delegation must only be exercised by the MPB, MDP, MSP, EOPS, EOSP, PMSP or TLPO
s52(1)(b)	Duty to give notice of the application to other municipal councils where appropriate	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s52(3)	Power to give any further notice of an application where appropriate	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s53(1A)	power to require the applicant to give the notice under s 52(1AA)	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	



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<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s54(1)	Power to require the applicant to provide more information	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s54(1A)	duty to give notice in writing of information required under s 54(1)	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s54(1B)	Duty to specify the lapse date for an application	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s54A(3)	Power to decide to extend time or refuse to extend time to give required information	MPB, MDP, MSP, EOPS, EOSP, PMSP, TLPO, PPO, VCAT, PO, SSUB, SUB, SPO	<p>A decision to extend time in response to a first request pursuant to s 54A(1) may be exercised by all delegated officers.</p> <p>A decision to extend time in response to a second request pursuant to s 54A(1) must only be exercised by the MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO or TLPO.</p> <p>A decision to extend time in response to a third request pursuant to s 54A(1) must only be exercised by the MPB, MDP, MSP, EOPS, EOSP, PMSP or TLPO.</p> <p>A decision to extend time for any subsequent requests pursuant to s 54A(1) must only be exercised by the MPB, MDP, MSP, EOPS, EOSP, PMSP.</p> <p>A decision to refuse to extend time in response to any request pursuant to s 54A(1) must only be exercised by the MPB, MDP, MSP, EOPS or EOSP, TLPO, PMSP.</p>
s54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	

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<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector	MPB, MDP, MSP, EOPS, EOSP, PMSP	
s57(3)	Function of receiving name and address of persons to whom notice of decision is to go	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s57(5)	Duty to make a copy of all objections available in accordance with the public availability requirements	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s57A(5)	Power to refuse to amend application	MPB, MDP, MSP, EOPS, EOSP, PMSP	
s57A(6)	Duty to note amendments to application in register	MPB, MDP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s57B(1)	Duty to determine whether and to whom notice should be given	MPB, MDP, MSP, EOPS, EOSP, PMSP, TLPO, SPO, PPO, VCAT, PO, SSUB, SUB	A decision to not give notice must only be exercised by the MPB, MDP, MSP, EOPS, EOSP, PMSP or TLPO.
s57B(2)	Duty to consider certain matters in determining whether notice should be given	MPB, MDP, MSP, EOPS, EOSP, PMSP, TLPO, SPO, PPO, VCAT, PO, SSUB, SUB	A decision to not give notice must only be exercised by the MPB, MDP, MSP, EOPS, EOSP, PMSP or TLPO.
s57C(1)	Duty to give copy of amended application to referral authority	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s58	Duty to consider every application for a permit	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s58A	Power to request advice from the Planning Application Committee	DPSF, MPB, MDP, MSP	
s60	Duty to consider certain matters	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	

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<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s60(1A)	Duty to consider certain matters	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	

**PLANNING AND ENVIRONMENT ACT 1987**

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, VCAT	<p>The permit must not be inconsistent with a cultural heritage management plan under the <i>Aboriginal Heritage Act 2006</i>.</p> <p>A decision to refuse to issue a permit must only be exercised by MPB, MDP, MSP, EOPS, EOSP or PMSP</p> <p>Must not be exercised for <b>approval</b> if any of the following conditions* apply:</p> <p>A – Objections                      B – Major development                      C – Call in by relevant ward councillor</p> <p><b>F- Decision made under the Comprehensive Development Zone Schedule 1 (Kinley Estate)</b></p> <p><b>G- To decide a planning application when a beneficiary of a covenant objects</b></p> <p>Must not be exercised for <b>refusal</b> if any of the following conditions* apply:</p> <p>A – Objections                      B – Major development                      C – Call in by relevant ward councillor</p> <p>* The above conditions do not apply in circumstances described in the following conditions</p> <p>D – Call out by relevant ward councillor                      E – Summer recess and emergency delegations</p> <p><b>F- Decision made under the Comprehensive Development Zone Schedule 1 (Kinley Estate)</b></p> <p><b>G- To decide a planning application when a beneficiary of a covenant objects</b></p> <p>Decision must be dual signed by PO and Delegate.</p>
s61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP	

**PLANNING AND ENVIRONMENT ACT 1987**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP	Must only be exercised in a manner consistent with the delegations applicable to s 61 decisions.
s61(3)(a)	Duty not to decide to grant a permit to use coastal Crown land without Minister's consent	-	Not applicable – no coastal land in the Municipality
s61(3)(b)	Duty to refuse to grant the permit without the Minister's consent	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP	
s61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP	
s62(1)	Duty to include certain conditions in deciding to grant a permit	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s62(2)	Power to include other conditions	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with s 173 agreement	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s62(6)(a)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with ss 46N(1), 46GV(7) or 62(5)	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	

**PLANNING AND ENVIRONMENT ACT 1987**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s 62(1)(a)	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	This provision applies also to a decision to grant an amendment to a permit - see s 75
s64(3)	Duty not to issue a permit until after the specified period	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	This provision applies also to a decision to grant an amendment to a permit - see s 75
s64(5)	Duty to give each objector a copy of an exempt decision	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	This provision applies also to a decision to grant an amendment to a permit - see s 75
s64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	This provision applies also to a decision to grant an amendment to a permit - see s 75A
s65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority

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<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit
s66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s 64 or 65	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit
s69(1)	Function of receiving application for extension of time of permit	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s69(1A)	Function of receiving application for extension of time to complete development	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s69(2)	Power to extend time	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO	<p>Must not be exercised if any of the following conditions apply:</p> <p>C - Call in by relevant ward Councillor</p> <p>A decision to extend the time of a permit under a 2nd request must only be exercised by the MPB, MDP, MSP, EOPS, EOSP, PMSP or TLPO.</p> <p>A decision to extend the time of a permit under a 3rd request must only be exercised by the MPB, MDP, MSP, EOPS, EOSP, PMSP or TLPO.</p> <p>A decision to extend the time of a permit under a 4<sup>th</sup> or subsequent request must only be exercised by the MPB, MDP, MSP, EOPS, EOSP or PMSP.</p> <p>Power to refuse to extend time must only be exercised by the DPSF, MPB, MDP, MSP, EOPS, EOSP or PMSP</p>
s70	Duty to make copy permit available in accordance with public availability requirements	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	

**PLANNING AND ENVIRONMENT ACT 1987**

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s71(1)	Power to correct certain mistakes	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, TLPO	A mistake made by an individual officer must only be corrected by a different officer.
s71(2)	Duty to note corrections in register	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s73	Power to decide to grant amendment subject to conditions	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, VCAT	<p>The permit must not be inconsistent with a cultural heritage management plan under the <i>Aboriginal Heritage Act 2006</i>.</p> <p>Must not be exercised if any of the following conditions apply:</p> <p>A – Objections</p> <p><b>B – Major development</b></p> <p>C - Call in by relevant ward Councillor</p> <p>The above conditions do not apply in circumstances described in the following conditions:</p> <p>D - Call out by relevant ward Councillor</p> <p>E - Summer recess and emergency delegations.</p> <p><b>F- Decision made under the Comprehensive Development Zone Schedule 1 (Kinley Estate)</b></p> <p><b>G- To decide a planning application when a beneficiary of a covenant objects</b></p> <p>Decision must be dual signed by PO &amp; Delegate.</p>
s74	Duty to issue amended permit to applicant if no objectors	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	



**PLANNING AND ENVIRONMENT ACT 1987**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority
s76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit
s76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s 64 or 76	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit
s76D	Duty to comply with direction of Minister to issue amended permit	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s83	Function of being respondent to an appeal	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, TLPO, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	The DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP may appoint a consultant or legal representative to represent Council at a proceeding
s83B	Duty to give or publish notice of application for review	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, TLPO	Must only be exercised in a manner consistent with the delegations applicable to Section 61 decisions.
s84(2)	Duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit	MPB, MDP, MSP, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	

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<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s84(6)	Duty to issue permit on receipt of advice within 3 business days	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s84AB	Power to agree to confining a review by the Tribunal	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, VCAT	
s86	Duty to issue a permit at order of Tribunal within 3 business days	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PO, BSO, VCAT	
s87(3)	Power to apply to VCAT for the cancellation or amendment of a permit	DPSF	Must only be exercised where Council has previously indicated its intention to apply for cancellation or amendment, or where an extraordinary situation exists that requires action to be taken prior to reporting the matter to Council.
s90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, EODC, BPCO, SPO, TLPO, VCAT, PO	The DPSF, MPB, MDP or MSP, EOPS may appoint a consultant or legal representative to represent Council at a proceeding.
s91(2)	Duty to comply with the directions of VCAT	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, EODC, EOUDLA, BPCO, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s91(2A)	Duty to issue amended permit to owner if Tribunal so directs	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90	MPB, MDP, MSP, EOPS, EOSP, PMSP, EODC, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s93(2)	Duty to give notice of VCAT order to stop development	MPB, MDP, MSP, EOPS, EOSP, PMSP, EODC, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s95(3)	Function of referring certain applications to the Minister	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP	
s95(4)	Duty to comply with an order or direction	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, EODC, BPCO, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	

**PLANNING AND ENVIRONMENT ACT 1987**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s96(1)	Duty to obtain a permit from the Minister to use and develop its land	MPB, MDP, MSP, EOPS, EOSP, PMSP, EODC, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	DPSF, MPB, MDP, MSP	Must only be exercised where the use, works or development has been approved by Council and where the written agreement of the manager responsible for the management of the land is given.
s96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	DPSF, MDP, MSP, EOSP, PMSP	
s96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP	
s96F	Duty to consider the panel's report under s 96E	Not delegated	
s96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the <i>Planning and Environment (Planning Schemes) Act 1996</i> )	Not delegated	
s96H(3)	Power to give notice in compliance with Minister's direction	MPB, MDP, MSP, EOPS, EOSP, PMSP, EODC, BPCO, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s96J	Duty to issue permit as directed by the Minister	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s96K	Duty to comply with direction of the Minister to give notice of refusal	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s96Z	Duty to keep levy certificates given to it under ss 47 or 96a for no less than 5 years from receipt of the certificate	MPB, MDP, MSP	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s97C	Power to request Minister to decide the application	DPSF	
s97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application	MPB, MDP, MSP, EOPS, EOSP, PMSP, EOUDLA, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister	MPB, MDP, MSP, EOPS, EOSP, PMSP, EODC, BPCO, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s97G(6)	Duty to make a copy of permits issued under s 97F available in accordance with public availability requirements	MPB, MDP, MSP, EOPS, EOSP, PMSP, BPCO, EODC, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s97L	Duty to include Ministerial decisions in a register kept under s 49	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s97MH	Duty to provide information or assistance to the Planning Application Committee	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP	
s97O	Duty to consider application and issue or refuse to issue certificate of compliance	DPSF, MPB, MDP, MSP, EOPS, EODC, BPCO, SPO, TLPO	A decision to <b>issue or</b> refuse to issue a certificate of compliance must only be exercised by DPSF, MPB, MDP, MSP, EOPS or EOSP, PMSP  <b>Must not be exercised if any of the following conditions apply:</b>  <b>C – Call in by relevant ward Councillor</b>  <b>D – Call out by relevant ward Councillor</b>
s97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	MPB, MDP, MSP, EOPS, EODC, BPCO, SPO, TLPO, PPO, BSO, VCAT	
s97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	MPB, MDP, MSP, EOPS, EODC, BPCO, PPO, SPO, TLPO, PO, VCAT	The DPSF, MPB, MDP or MSP may appoint a consultant or legal representative to represent Council at a proceeding.

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<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s97Q(4)	Duty to comply with directions of VCAT	MPB, MDP, MSP, EOPS, EOSP, PMSP, EODC, BPCO, SPO, TLPO, PO, BSO, PPO, VCAT	
s97R	Duty to keep register of all applications for certificate of compliance and related decisions	MPB, MDP, MSP, EOPS, EOSP, PMSP, EODC, BPCO, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s98(1)&(2)	Function of receiving claim for compensation in certain circumstances	DPSF, MPB, MDP, MSP,	
s98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed	DPSF, MPB, MDP, MSP, EOSP, PMSP, PO(SP)	
s101	Function of receiving claim for expenses in conjunction with claim	DPSF, MPB, MDP, MSP	
s103	Power to reject a claim for compensation in certain circumstances	DPSF	
s107(1)	Function of receiving claim for compensation	DPSF, MDP, MSP, EOSP, PMSP	
s107(3)	Power to agree to extend time for making claim	DPSF	
s 113(2)	Power to request a declaration for land to be proposed to be reserved for public purposes	DPSF, MPB, MDP, EOSP, EOPS	
s114(1)	Power to apply to the VCAT for an enforcement order	DPSF, MPB, EODC	
s117(1)(a)	Function of making a submission to the VCAT where objections are received	EODC, BPCO	The EODC may appoint a consultant or legal representative to represent Council at a proceeding.
s120(1)	Power to apply for an interim enforcement order where s 114 application has been made	DPSF, MPB, EODC	
s123(1)	Power to carry out work required by enforcement order and recover costs	DBEI, DPSF, EODC	
s123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	DBEI, DPSF	Except Crown Land

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<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 125(1)	Power to apply to any court of competent jurisdiction or to the tribunal for an injunction restraining any person from contravening an enforcement order or an interim enforcement order.	DPSF, MPB, MDP, MSP, EODC	Section 123 of the Victorian Civil and Administrative Tribunal Act 1998 applies on an application to the Tribunal.
s129	Function of recovering penalties	MPB, EODC, BPCO	
s130(5)	Power to allow person served with an infringement notice further time	MPB, EOPS, EODC	
s149A(1)	Power to refer a matter to the VCAT for determination	DPSF, MPB, MDP, MSP, EOPS, EODC	
s149A(1A)	Power to apply to VCAT for the determination of a matter relating to the interpretation of a s 173 agreement	DPSF, MPB, MDP, MSP, EODC	
s 149B	Power to apply to the Tribunal for a declaration.	DPSF, MPB, MDP, MSP, EODC, EOPS, EOSP	
s156	Duty to pay fees and allowances (including a payment to the Crown under s 156(2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under s 156(2B) power to ask for contribution under s 156(3) and power to abandon amendment or part of it under s 156(4)	DPSF, MDP, MSP, EOSP, PMSP	Where Council is the relevant planning authority
s171(2)(f)	Power to carry out studies and commission reports	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP	
s171(2)(g)	Power to grant and reserve easements	DPSF, MPB, MSP, EOPS	
s172C	Power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP	Where Council is a development agency specified in an approved infrastructure contributions plan
s172D(1)	Power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s 46GV(4)	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP	Where Council is a collecting agency specified in an approved infrastructure contributions plan

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<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s172D(2)	Power to compulsorily acquire any inner public purpose land, the use and development of which is to be the responsibility of Council under the plan, before the time that the land is required to be provided under s 46GV(4)	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP	Where Council is the development agency specified in an approved infrastructure contributions plan
s173(1)	Power to enter into agreement covering matters set out in s 174	DPSF, MPB, MDP, MSP, EOPS	
s173(1A)	Power to enter into an agreement with an owner of land for the development or provision of land in relation to affordable housing	DPSF, MPB, MDP, MSP, EOPS	Where Council is the relevant responsible authority
---	Power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the <i>Planning and Environment Act 1987</i> requires something to be to the satisfaction of Council or Responsible Authority	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, PPO, SPO, TLPO, VCAT	
---	Power to give consent on behalf of Council, where an agreement made under s 173 of the <i>Planning and Environment Act 1987</i> requires that something may not be done without the consent of Council or Responsible Authority	DPSF, MPB, MDP, MSP, EOPS and EOSP, PMSP	
s177(2)	Power to end a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	DPSF, MPB, MDP, MSP, EOPS	
s178	Power to amend a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with division 2 of part 9	DPSF, MPB, MDP, MSP, EOPS	
s178A(1)	Function of receiving application to amend or end an agreement	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	

**PLANNING AND ENVIRONMENT ACT 1987**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s178A(5)	Power to propose to amend or end an agreement	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, SSUB	
s178B(1)	Duty to consider certain matters when considering proposal to amend an agreement	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s178B(2)	Duty to consider certain matters when considering proposal to end an agreement	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s178C(4)	Function of determining how to give notice under s 178C(2)	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s178E(1)	Duty not to make decision until after 14 days after notice has been given	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	DPSF, MPB, MDP, MSP, EOPS	If no objections are made under s 178D Must consider matters in s 178B Must not be exercised if any of the following conditions apply: C - Call in by relevant ward Councillor
s178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	DPSF, MPB, MDP, MSP, EOPS	If no objections are made under s 178D Must consider matters in s 178B Must not be exercised if any of the following conditions apply: C - Call in by relevant ward Councillor



**PLANNING AND ENVIRONMENT ACT 1987**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s178E(2)(c)	Power to refuse to amend or end the agreement	DPSF, MPB, MDP, MSP, EOPS	If no objections are made under s 178D Must consider matters in s 178B Must not be exercised if any of the following conditions apply: C - Call in by relevant ward Councillor
s178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	DPSF, MPB, MDP, MSP, EOPS	After considering objections, submissions and matters in s 178B Must not be exercised if any of the following conditions apply: A - Objections C - Call in by relevant ward Councillor
s178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	DPSF, MPB, MDP, MSP, EOPS	After considering objections, submissions and matters in s 178B Must not be exercised if any of the following conditions apply: A - Objections C - Call in by relevant ward Councillor
s178E(3)(c)	Power to amend or end the agreement in a manner that is substantively different from the proposal	DPSF, MPB, MDP, MSP, EOPS	After considering objections, submissions and matters in s 178B Must not be exercised if any of the following conditions apply: A - Objections C - Call in by relevant ward Councillor
s178E(3)(d)	Power to refuse to amend or end the agreement	DPSF, MPB, MDP, MSP, EOPS	After considering objections, submissions and matters in s 178B Must not be exercised if any of the following conditions apply: A - Objections C - Call in by relevant ward Councillor
s178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	

**PLANNING AND ENVIRONMENT ACT 1987**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s178G	Duty to sign amended agreement and give copy to each other party to the agreement	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP,	
s178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, TLPO, VCAT	
s178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s179(2)	Duty to make a copy of each agreement available in accordance with the public availability requirements	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s181	Duty to apply to the Registrar of Titles to record the agreement and	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	The DPSF, MPB, MDP or MSP may appoint a consultant or legal representative to act on behalf of Council.
s181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP	The DPSF, MPB, MDP or MSP may appoint a consultant or legal representative to act on behalf of Council.
s181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	The DPSF, MPB, MDP or MSP may appoint a consultant or legal representative to act on behalf of Council.
s182	Power to enforce an agreement	DPSF, MPB, MDP, MSP, EODC, EOPS, EOSP, PMSP	
s183	Duty to tell Registrar of Titles of ending/amendment of agreement	DPSF, MPB, MDP, MSP, EODC, PPO, VCAT, PO, SSUB, SUB, EOPS, EOSP, PMSP, BSO	The DPSF, MPB, MDP or MSP may appoint a consultant or legal representative to act on behalf of Council.
s184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	DPSF, MPB, MDP, MSP	

**PLANNING AND ENVIRONMENT ACT 1987**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s184G(2)	Duty to comply with a direction of the Tribunal	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s184G(3)	Duty to give notice as directed by the Tribunal	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s185B(1)	Duty to comply with a request from the Minister to provide the name, address, email address or telephone number of any person to whom the Minister is required to give notice	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s198(1)	Function to receive application for planning certificate	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s199(1)	Duty to give planning certificate to applicant	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s201(1)	Function of receiving application for declaration of underlying zoning	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	
s201(3)	Duty to make declaration	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO,	

**PLANNING AND ENVIRONMENT ACT 1987**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
-	Power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, PPO, SPO, EODC, TLPO	
	Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, PPO, SPO, TLPO	The decision must not be inconsistent with a cultural heritage management plan under the <i>Aboriginal Heritage Act 2006</i> . Must not be exercised if any of the following conditions apply: C – Call in by relevant ward Councillor The above conditions do not apply in circumstances described in the following conditions: D – Call out by relevant ward Councillor E – Summer recess and emergency delegations.
	Power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP, PPO, SPO, TLPO, PO	
-	Power to give written authorisation in accordance with a provision of a planning scheme	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB	
s201UAB(1)	Function of providing the Victorian Planning Authority with information relating to any land within municipal district	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s201UAB(2)	Duty to provide the Victorian Planning Authority with information requested under s 201UAB(1) as soon as possible	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PPO, VCAT, PO, SSUB, SUB, BSO	

<b>RESIDENTIAL TENANCIES ACT 1997</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s518F	Power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
s522(1)	Power to give a compliance notice to a person	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
s525(2)	Power to authorise an officer to exercise powers in s 526 (either generally or in a particular case)	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
s525(4)	Duty to issue identity card to authorised officers	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
s526(5)	Duty to keep record of entry by authorised officer under s 526	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
s526A(3)	Function of receiving report of inspection	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
s527	Power to authorise a person to institute proceedings (either generally or in a particular case)	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	

**ROAD MANAGEMENT ACT 2004**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s11(1)	Power to declare a road by publishing a notice in the Government Gazette	DBEI, DCS	Obtain consent in circumstances specified in s 11(2)
s11(8)	Power to name a road or change the name of a road by publishing notice in Government Gazette	EOGRC, MIS, MPRG	
s11(9)(b)	Duty to advise Registrar	EOGRC, MIS, MPRG	
s11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	EOGRC, MIS, MPRG	Subject to s 11(10A)
s11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person	MIS, EOISI	Where Council is the coordinating road authority
s12(2)	Power to discontinue road or part of a road	MIS, EOISI	Where Council is the coordinating road authority  Delegation relates to publishing notice in Government Gazette; power of coordinating road authority to discontinue road is not delegated.
s12(4)	Duty to publish, and provide copy, notice of proposed discontinuance	MIS, EOISI	Power of coordinating road authority where it is the discontinuing body  Unless s 12(11) applies
s12(5)	Duty to consider written submissions received within 28 days of notice	Not delegated	Duty of coordinating road authority where it is the discontinuing body  Unless s 12(11) applies
s12(6)	Function of hearing a person in support of their written submission	Not delegated	Function of coordinating road authority where it is the discontinuing body  Unless s 12(11) applies
s12(7)	Duty to fix day, time and place of meeting under s 12(6) and to give notice	MIS, EOISI	Duty of coordinating road authority where it is the discontinuing body  Unless s 12(11) applies
s12(10)	Duty to notify of decision made	MIS, EOISI	Duty of coordinating road authority where it is the discontinuing body  Does not apply where an exemption is specified by the regulations or given by the minister

**ROAD MANAGEMENT ACT 2004**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s13(1)	Power to fix a boundary of a road by publishing notice in Government Gazette	MIS	Power of coordinating road authority and obtain consent under s 13(3) and s 13(4) as appropriate
s14(4)	Function of receiving notice from the Head, Transport for Victoria	DBEI	
s14(7)	Power to appeal against decision of the Head, Transport for Victoria	DBEI, MIS	
s15(1)	Power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport	DBEI	
s15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	DBEI, MIS	
s15(2)	Duty to include details of arrangement in public roads register	MIS	
s16(7)	Power to enter into an arrangement under s 15	DBEI	
s16(8)	Duty to enter details of determination in public roads register	MIS	
s17(2)	Duty to register public road in public roads register	MIS	Where Council is the coordinating road authority
s17(3)	Power to decide that a road is reasonably required for general public use	MIS	Where Council is the coordinating road authority
s17(3)	Duty to register a road reasonably required for general public use in public roads register	MIS	Where Council is the coordinating road authority
s17(4)	Power to decide that a road is no longer reasonably required for general public use	MIS	Where Council is the coordinating road authority
s17(4)	Duty to remove road no longer reasonably required for general public use from public roads register	MIS	Where Council is the coordinating road authority

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<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s18(1)	Power to designate ancillary area	MIS	Where Council is the coordinating road authority, and obtain consent in circumstances specified in s 18(2)
s18(3)	Duty to record designation in public roads register	MIS	Where Council is the coordinating road authority
s19(1)	Duty to keep register of public roads in respect of which it is the coordinating road authority	MIS	
s19(4)	Duty to specify details of discontinuance in public roads register	MIS	
s19(5)	Duty to ensure public roads register is available for public inspection	MIS	
s21	Function of replying to request for information or advice	MIS	Obtain consent in circumstances specified in s 11(2)
s22(2)	Function of commenting on proposed direction	DBEI	
s22(4)	Duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report	DBEI	
s22(5)	Duty to give effect to a direction under this section.	DBEI	
s40(1)	Duty to inspect, maintain and repair a public road	DBEI	
s40(5)	Power to inspect, maintain and repair a road which is not a public road	DBEI	
s41(1)	Power to determine the standard of construction, inspection, maintenance and repair	DBEI	
s42(1)	Power to declare a public road as a controlled access road	DBEI	Power of coordinating road authority and sch 2 also applies
s42(2)	Power to amend or revoke declaration by notice published in Government Gazette	DBEI, MIS	Power of coordinating road authority and sch 2 also applies
s42A(3)	Duty to consult with the Head, Transport for Victoria and Minister for Local Government before road is specified	DBEI, MIS	Where Council is the coordinating road authority  If road is a municipal road or part thereof



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<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s42A(4)	Power to approve Minister's decision to specify a road as a specified freight road	DBEI	Where Council is the coordinating road authority  If road is a municipal road or part thereof and where road is to be specified a freight road
s48EA	Duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	MIS	Where Council is the responsible road authority, infrastructure manager or works manager
s48M(3)	Function of consulting with the relevant authority for purposes of developing guidelines under s 48M	MIS	
s49	Power to develop and publish a road management plan	MIS	
s51	Power to determine standards by incorporating the standards in a road management plan	MIS	
s53(2)	Power to cause notice to be published in Government Gazette of amendment etc. Of document in road management plan	MIS	
s54(2)	Duty to give notice of proposal to make a road management plan	MIS	
s54(5)	Duty to conduct a review of road management plan at prescribed intervals	MIS	
s54(6)	Power to amend road management plan	MIS	
s54(7)	Duty to incorporate the amendments into the road management plan	MIS	
s55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper	MIS	
s63(1)	Power to consent to conduct of works on road	MIS	Where Council is the coordinating road authority
s63(2)(e)	Power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	MIS	Where Council is the infrastructure manager

**ROAD MANAGEMENT ACT 2004**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s64(1)	Duty to comply with cl 13 of sch 7	MIS	Where Council is the infrastructure manager or works manager
s66(1)	Power to consent to structure etc	MIS	Where Council is the coordinating road authority
s67(2)	Function of receiving the name & address of the person responsible for distributing the sign or bill	MIS	Where Council is the coordinating road authority
s67(3)	Power to request information	MIS	Where Council is the coordinating road authority
s68(2)	Power to request information	MIS	Where Council is the coordinating road authority
s71(3)	Power to appoint an authorised officer	DBEI	
s72	Duty to issue an identity card to each authorised officer	DBEI, MIS	
s85	Function of receiving report from authorised officer	MIS	
s86	Duty to keep register re s 85 matters	MIS	
s87(1)	Function of receiving complaints	MIS	
s87(2)	Duty to investigate complaint and provide report	MIS	
s 96	Power to authorise a person for the purpose of instituting legal proceedings	MIS, MPB, MCW	
s112(2)	Power to recover damages in court	DBEI	
s116	Power to cause or carry out inspection	MIS	
s119(2)	Function of consulting with the Head, Transport for Victoria	DBEI, MIS	
s120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)	MIS	
s120(2)	Duty to seek consent of the Head, Transport for Victoria to exercise road management functions before exercising power in s 120(1)	MIS	

**ROAD MANAGEMENT ACT 2004**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s121(1)	Power to enter into an agreement in respect of works	MIS	
s122(1)	Power to charge and recover fees	MIS	
s123(1)	Power to charge for any service	DBEI, MIS	
Schedule 2 Clause 2(1)	Power to make a decision in respect of controlled access roads	DBEI	
Schedule 2 Clause 3(1)	Duty to make policy about controlled access roads	DBEI	
Schedule 2 Clause 3(2)	Power to amend, revoke or substitute policy about controlled access roads	MIS	
Schedule 2 Clause 4	Function of receiving details of proposal from the Head, Transport for Victoria	MIS	
Schedule 2 Clause 5	Duty to publish notice of declaration	MIS	
Schedule 7, Clause 7(1)	Duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	MIS	Where Council is the infrastructure manager or works manager
Schedule 7, Clause 8(1)	Duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	MIS	Where Council is the infrastructure manager or works manager
Schedule 7, Clause 9(1)	Duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	MIS	Where Council is the infrastructure manager or works manager responsible for non-road infrastructure
Schedule 7, Clause 9(2)	Duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	MIS	Where Council is the infrastructure manager or works manager

**ROAD MANAGEMENT ACT 2004**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
Schedule 7, Clause 10(2)	Where sch 7 cl 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	MIS	Where Council is the infrastructure manager or works manager
Schedule 7 Clause 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works	MIS	Where Council is the coordinating road authority
Schedule 7 Clause 12(3)	Power to take measures to ensure reinstatement works are completed	MIS	Where Council is the coordinating road authority
Schedule 7 Clause 12(4)	Duty to ensure that works are conducted by an appropriately qualified person	MIS	Where Council is the coordinating road authority
Schedule 7 Clause 12(5)	Power to recover costs	MIS	Where Council is the coordinating road authority
Schedule 7, Clause 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to sch 7, cl 13(2)	MIS	Where Council is the works manager
Schedule 7 Clause 13(2)	Power to vary notice period	MIS	Where Council is the coordinating road authority
Schedule 7, Clause 13(3)	Duty to ensure works manager has complied with obligation to give notice under sch 7, cl 13(1)	MIS	Where Council is the infrastructure manager
Schedule 7 Clause 16(1)	Power to consent to proposed works	MIS	Where Council is the coordinating road authority
Schedule 7 Clause 16(4)	Duty to consult	MIS	Where Council is the coordinating road authority, responsible authority or infrastructure manager
Schedule 7 Clause 16(5)	Power to consent to proposed works	MIS	Where Council is the coordinating road authority
Schedule 7 Clause 16(6)	Power to set reasonable conditions on consent	MIS	Where Council is the coordinating road authority
Schedule 7 Clause 16(8)	Power to include consents and conditions	MIS	Where Council is the coordinating road authority
Schedule 7 Clause 17(2)	Power to refuse to give consent and duty to give reasons for refusal	MIS	Where Council is the coordinating road authority
Schedule 7 Clause 18(1)	Power to enter into an agreement	DBEI, MIS	Where Council is the coordinating road authority

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
Schedule 7 Clause 19(1)	Power to give notice requiring rectification of works	MIS	Where Council is the coordinating road authority
Schedule 7 Clause 19(2) & (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	MIS	Where Council is the coordinating road authority
Schedule 7 Clause 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	MIS	Where Council is the coordinating road authority
Schedule 7A Clause 2	Power to cause street lights to be installed on roads	MIS	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road
Schedule 7A Clause 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road	MIS	Where Council is the responsible road authority
Schedule 7A Clause 3(1)(e)	Duty to pay installation and operation costs of street lighting – where road is a service road on an arterial road and adjacent areas	MIS	Where Council is the responsible road authority
Schedule 7A Clause (3)(1)(f),	Duty to pay installation and percentage of operation costs of street lighting – for arterial roads in accordance with cls 3(2) and 4	MIS	Duty of Council as responsible road authority that installed the light (re: installation costs) and where council is relevant municipal council (re: operating costs)

<b>PLANNING AND ENVIRONMENT REGULATIONS 2015</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS AND LIMITATIONS</b>
r6	Function of receiving notice, under s 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PO, BSO	Where Council is not the planning authority and the amendment affects land within its municipal district; or  Where the amendment will amend the planning scheme to designate Council as an acquiring authority.

<b>PLANNING AND ENVIRONMENT REGULATIONS 2015</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS AND LIMITATIONS</b>
r21	Power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under s 54 of the Act	MPB, MDP, MSP, EOPS, EOSP, PMSP, SPO, TLPO, PO, BSO	
r25(a)	Duty to make copy of matter considered under s 60(1A)(g) in accordance with the public availability requirements	MDP, MSP, EOSP, PMSP	Where Council is the responsible authority
r25(b)	Function of receiving a copy of any document considered under s 60(1A)(g) by the responsible authority and duty to make the document available in accordance with the public availability requirements	MDP, MSP, EOSP, PMSP	Where Council is not the responsible authority but the relevant land is within Council's municipal district
r42	Function of receiving notice under s 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	MDP, MSP, EOSP, PMSP	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or  Where the amendment will amend the planning scheme to designate Council as an acquiring authority.

<b>PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS AND LIMITATIONS</b>
r19	Power to waive or rebate a fee relating to an amendment of a planning scheme	DPSF, MDP, MSP, EOSP, PMSP	
r20	Power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	DPSF, MDP, MSP, EOPS	
r21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r 19 or 20	DPSF, MPB, MDP, MSP, EOPS, EOSP, PMSP	

**RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020**

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r7	Power to enter into a written agreement with a caravan park owner	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r10	Function of receiving application for registration	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO, BOPS	
r 11	Function of receiving application for renewal of registration	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO, BOPS	
r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r 12(1)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r 12(4) & (5)	Duty to issue certificate of registration	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r 14(1)	Function of receiving notice of transfer of ownership	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r 14(3)	Power to determine where notice of transfer is displayed	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r 15(1)	Duty to transfer registration to new caravan park owner	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r 15(2)	Duty to issue a certificate of transfer of registration	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r 15(3)	Power to determine where certificate of transfer of registration is displayed	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	

**RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020**

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r 17	Duty to keep register of caravan parks	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r 18(4)	Power to determine where the emergency contact person's details are displayed	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r 18(6)	Power to determine where certain information is displayed	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r 22(1)	Duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r 22(2)	Duty to consult with relevant emergency services agencies	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r 23	Power to determine places in which caravan park owner must display a copy of emergency procedures	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r 24	Power to determine places in which caravan park owner must display copy of public emergency warnings	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r 25(3)	Duty to consult with relevant floodplain management authority	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r 26	Duty to have regard to any report of the relevant fire authority	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r 28(c)	Power to approve system for the collection, removal and disposal of sewage and waste water from a movable dwelling	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r 40	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r 40(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	



**RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020**

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 41(4)	Function of receiving installation certificate	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
r 43	Power to approve use of a non-habitable structure as a dwelling or part of a dwelling	DCOM, MCW, EOSC, EHO, EPHL, SCPL, CSCO	
Schedule 3 clause 4(3)	Power to approve the removal of wheels and axles from unregistrable movable dwelling	DSED, MCW, EOSC, EHO, EPHL, SCPL, CSCO	

**ROAD MANAGEMENT (GENERAL) REGULATIONS 2016**

Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r8(1)	Duty to conduct reviews of road management plan	MIS	
r9(2)	Duty to produce written report of review of road management plan and make report available	MIS	
r9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	MIS	Where Council is the coordinating road authority
r10	Duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under s 41 of the Act	MIS	
r13(1)	Duty to publish notice of amendments to road management plan	MIS	Where Council is the coordinating road authority
r13(3)	Duty to record on road management plan the substance and date of effect of amendment	MIS	
r16(3)	Power to issue permit	MIS	Where Council is the coordinating road authority
r18(1)	Power to give written consent to person to drive on road a vehicle which is likely to cause damage to road	MIS	Where Council is the coordinating road authority

**ROAD MANAGEMENT (GENERAL) REGULATIONS 2016**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r23(2)	Power to make submission to Tribunal	DBEI	Where Council is the coordinating road authority
r23(4)	Power to charge a fee for application under s 66(1) Road Management Act	MIS	Where Council is the coordinating road authority
r25(1)	Power to remove objects, refuse, rubbish or other material deposited or left on road	MIS	Where Council is the responsible road authority
r25(2)	Power to sell or dispose of things removed from road or part of road (after first complying with r 25(3))	MIS	Where Council is the responsible road authority
r25(5)	Power to recover in the Magistrates' Court, expenses from person responsible	MIS	

**ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015**

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r15	Power to exempt a person from requirement under cl 13(1) of sch 7 to the Act to give notice as to the completion of those works	MIS	Where Council is the coordinating road authority and where consent given under s 63(1) of the Act
r22(2)	Power to waive whole or part of fee in certain circumstances	MIS	Where Council is the coordinating road authority

## PLANNING AND ENVIRONMENT ACT 1987

### Conditions that apply to specific delegations in Schedule

#### Interpretation of conditions A to E

For the purposes of these conditions:

- use and development definitions are as defined in the Yarra Ranges Planning Scheme;
- 'application' means a planning permit application, planning permit amendment application, or secondary consent application;
- 'objection' means a submission or petition objecting to the approval of an application. Each signature on a petition is counted as an objection;
- 'relevant Ward Councillor' means the Councillor representing the ward in which all or part of the subject land is located;
- 'Mayor' includes the Deputy Mayor if the Mayor is the relevant Ward Councillor or absent on official leave;

#### A - Objections

The application has received more than 10 objections. **Multi-signatory objection and/or petition to be counted as a single objection in line with the Planning and Environment Act 1987.**

#### B - Major development

The application is to develop land where the estimated value of development is greater than **three five** million dollars.

**An amendment to an existing planning permit where the estimated value of development proposed by the amendment application is greater than five million dollars.**

#### C - Call in by relevant Ward Councillor

Applies to any application or other matter (where the conditions or limitations specified in the instrument provide a call in provision), nominated by the relevant Ward Councillor by written notice.

The notice must include a statement of reasons for the call-in. The notice must be signed by the relevant Ward Councillor, seconded by at least one other Councillor **and signed by the Mayor** and submitted to the Manager Planning and Building before a decision is made under delegated authority.

The Mayor shall also have authority to call in any application for any Ward by written notice with **the signature of the Deputy Mayor and** ~~of~~ a **second third** Councillor **(where possible the ward Councillor)**. The Manager Planning and Building (or delegate) must attach the original notice to the application file and record in the Council report that the application has been called in for a decision by Council.

#### D- Call out by relevant Ward Councillor

The power to determine any application or other matter normally determined by Council under Conditions A and B may be delegated to the Manager Planning and Building by written notice with the signature of the Deputy Mayor. The notice must include a statement of reasons for the call-out. The notice must be signed by the relevant Ward Councillor, seconded by the Mayor **and signed by a third Councillor** and submitted to the Manager Planning and Building before a report on the application is included on the Council Agenda. The Manager Planning and Building (or delegate) must attach the original notice to the application file and record in the delegate report that the application has been called out for a decision by Manager Planning and Building.

#### E - Summer recess and emergency delegations

The power to determine any application normally determined by Council under Conditions A and B is delegated to the Director **Planning and Sustainable Futures Planning, Design and Development** and the Manager Planning and Building during the following periods:

- between the final Council meeting of the calendar year and the first Council meeting of the following calendar year;

- during the activation of the Municipal Emergency Coordination Centre, business continuity plan or crisis management plan.

#### **F – Former Lilydale Quarry development site (Kinley Estate)**

The power to determine any application which is generally consistent with the approved Former Lilydale Quarry Comprehensive Development Plan (CDP) be delegated to the Manager of Strategic Projects or the Manager of Planning and Building.

#### **G- To decide a planning application when a beneficiary of a covenant objects**

The power to determine any planning application when a beneficiary of a covenant objects to the covenant being removed or varied to be delegated to the Manager of Planning and Building or the Executive Officer of Planning Services.

Before determining any application under this condition, the Director ~~Planning, Design and Development~~ **Planning and Sustainable Futures** or Manager Planning and Building must consult with the relevant Ward Councillor about the recommendation. The relevant Ward Councillor may call in the application in accordance with Condition C.

## PLAQUES AND MEMORIALS POLICY

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Report Author: Executive Officer Recreation & Sport  
 Responsible Officer: Director Built Environment & Infrastructure  
 Ward(s) affected: (All Wards);

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*The author(s) of this report and the Responsible Officer consider that the report complies with the overarching governance principles and supporting principles set out in the Local Government Act 2020.*

### CONFIDENTIALITY

This item is to be considered at a Council meeting that is open to the public.

### SUMMARY

Public infrastructure and open space play a significant role in the social and cultural heritage of the Yarra Ranges. The significance these hold for residents and visitors results in many requests for the placement of commemorative plaques and memorials every year.

While Council understands the desire to commemorate individuals in a tangible way in spaces that connect people to their memory, too many plaques and memorials in our open space risks diluting the very essence that draws us to these natural landscapes.

Therefore, as we consider new applications for memorials, we must carefully consider the balance between the desire to commemorate events or individuals and the intended purpose and on-going enjoyment of the unique natural environment of the Yarra Ranges and uncluttered public space.

As a result, the draft Plaques and Memorials Policy has been developed to help guide decision making where requests for plaques and memorials are received by Council.

Council officers are now seeking consideration by Council to approve and adopt the Plaques and Memorials Policy.

### RECOMMENDATION

***That Council endorses the Plaques and Memorials Policy.***

## RELATED COUNCIL DECISIONS

There are no related Council decisions relevant to this item.

## DISCUSSION

### *Purpose and Background*

This Draft Plaques and Memorials Policy aims to reach a balance between maintaining the aesthetic and emotive qualities of our public infrastructure and open space, and community expectations around the use of public space and assets to remember and reflect.

The policy aims to:

- Provide direction for decisions made in relation to new plaques or memorials to be sited on or in Council owned or managed public infrastructure and open space.
- Set guidelines and community expectations around appropriate commemoration of people or events that have significantly contributed to the social or environmental history of the Yarra Ranges.
- Provide clarity for family members and friends who enquire about plaques and memorials in our parks, reserves and streets in commemoration of loved ones.
- Offer appropriate memorial options for infrastructure and open spaces, such as trees or street / park furniture.
- Maintain a balance between the intended purpose, environmental values and aesthetic and emotive quality of our public infrastructure and open space.
- Recognise that memorial plaques in public spaces should be for the commemoration of significant events or remembrance of people of enduring significance.

The Key Criteria of the Policy are:

*Consideration for plaques and memorials will be limited to the following:*

- *an individual or association that has contributed significantly to the cultural, political, environmental or social aspects of the development of the Yarra Ranges for a minimum of 25 years or have been recognised for a significant achievement or event.*
- *an individual or association strongly linked to the Yarra Ranges municipality and its history.*
- *an individual or association that has made an enduring contribution over and above what might be reasonably expected through paid employment or voluntary contribution.*
- *consideration of other awards the individual may have received. e.g., Australia Day Honours.*

- *a significant anniversary of an event unique to the history and development of the township or location.*
- *historical or other information relevant to the proposed site/location of the plaque or memorial.*

*Any application must demonstrate broad community awareness and support for the individual or association.*

*Applications for public memorials will generally not be considered within two years following the death of a person to allow for the development of historical perspective and for consideration of the criteria for significance.*

*Proposed sites for plaques or memorials should meet the requirements of Council planning documents and regulations.*

*Memorials commemorating the death of pets and animals are not permitted on public infrastructure or open space.*

### ***Key Issues***

The key reasons for the Policy:

- There is currently no policy, process or governance regulating decision making in response to requests for plaques, memorials and scattering of cremation ashes on public infrastructure or open space with the Yarra Ranges.
- Provides guidelines for commemoration of significant individuals and their connection to place.

### ***Next Steps***

The next steps are:

- Once endorsed, Council officers will create a Plaques & Memorials Panel (including representatives of Governance, Parks Trees & Trails and a senior officer, as appointed by the CEO) to assess applications.
- Council officers will create an application form to be available on the public website.

### ***Options considered***

Option 1 - To have no policy to guide officers when responding to requests.

Option 2 - Continue using this draft Policy to make operational decisions.

Option 3 - Endorse the Policy as drafted to provide clear guidelines and expectations for community and officers.

***Recommended option and justification***

That Council support the policy as drafted to be endorsed. This will provide clear guidelines for community and officers in assessment of applications for installation of plaques or memorials and scattering of cremation ashes.

The Policy acknowledges the cost of ongoing maintenance that may occur and provides a clear understanding of how those costs may be apportioned to the applicant.

**FINANCIAL ANALYSIS**

There are no costs involved in endorsement or use of the Policy as drafted.

The Policy allows for costs of installation and ongoing maintenance to be apportioned to the applicant, as decided.

The policy allows for Council staff to assess ongoing viability of a memorial, and clearly outlines the process that would be taken should maintenance no longer be viable.

**APPLICABLE PLANS AND POLICIES**

This report contributes to the following strategic objective(s) in the Council Plan:

- Connected and Healthy Communities
- Quality Infrastructure and Liveable Places
- High Performing Organisation

**RELEVANT LAW**

Not applicable.

**SUSTAINABILITY IMPLICATIONS*****Economic Implications***

There are economic implications involved in endorsement or use of the policy as drafted, as the policy allows for costs of installation and ongoing maintenance to be apportioned to the applicant, as decided.

Limiting the number of memorials, along with the ability to apportion costs to the applicant supports the economic sustainability of Council.



***Social Implications***

The limitation of memorials on Council infrastructure and within our open space network will support community use of these spaces, contributing to social sustainability.

***Environmental Implications***

Environmental sustainability may be supported through the planting of memorial trees.

**COMMUNITY ENGAGEMENT**

Given the largely operational requirements of this policy, an “Inform” level of community Engagement is proposed.

**COLLABORATION, INNOVATION AND CONTINUOUS IMPROVEMENT**

Feedback has been sought from Governance, Recreation & Sport, Infrastructure, Design & Place, Parks, Trees & Trails and Customer & Communications.

Guidance for the drafting of the policy has been taken from similar policies across the state.

The policy aligns with Parks, Trees & Trails’ continuous improvement model.

The policy supports improved processes for assessment of applications, and increased transparency in decision making.

**RISK ASSESSMENT**

Risk of community dissatisfaction with the policy (however responses provided to real life requests to date have been well received).

Risk of not having the policy may result in a lack of transparency and equity across decision making.

**CONFLICTS OF INTEREST**

No officers and/or delegates acting on behalf of the Council through the Instrument of Delegation and involved in the preparation and/or authorisation of this report have any general or material conflict of interest as defined within the *Local Government Act 2020*.

**ATTACHMENTS TO THE REPORT**

1. Draft Plaques and Memorials Policy 2024



# Plaques and Memorials Policy 2024

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*Yarra Ranges Council acknowledges the Wurundjeri and other Kulin Nations as the Traditional Owners and Custodians of these lands and waterways. We pay our respects to all Elders, past, present, and emerging, who have been, and always will be, integral to the story of our region. We proudly share custodianship to care for Country together.*

Version:	1.0
Approved by Council:	<Date>
Responsible Officer:	Executive Officer, Parks, Trees & Trails
Department:	Built Environment and Infrastructure
Contact Officer:	Ashley Tenson – Executive Officer, Parks, Trees & Trails

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## **Introduction**

As stewards of the Yarra Ranges' natural beauty, Council acknowledges our privilege in having an array of picturesque spaces that our community values and feels connected to. These landscapes serve as both places for contemplation and gathering spots for shared experiences. Council also understands the connection to our unique environment many residents in Yarra Ranges have and, in many instances, have contributed to, and the wish to use that connection in their memory.

Public infrastructure and open space play a significant role in the social and cultural heritage of the Yarra Ranges. The significance these hold for residents and visitors results in many requests for the placement of commemorative plaques and memorials every year.

While Council understands the desire to commemorate individuals in a tangible way in spaces that connect us to their memory, too many plaques and memorials in our open space risks diluting the very essence that draws us to these natural landscapes.

Therefore, as Council considers new applications for memorials, we must carefully consider the balance between the desire to commemorate events or individuals and the intended purpose and on-going enjoyment of the unique natural environment of the Yarra Ranges and uncluttered public space.

Experience shows that the vandalism of plaques and memorials, along with the limited maintenance Council can provide, can create further concern for families already grieving.

This policy has been created to provide direction for decisions in relation to new plaques or memorials proposed to be sited on, or in, Council owned or managed public infrastructure and open space.

## **Purpose of the policy**

The purpose of this policy is to:

- provide direction for decisions made in relation to new plaques or memorials to be sited on or in Council owned or managed public infrastructure and open space.
- set guidelines and community expectations around appropriate commemoration of people or events that have significantly contributed to the social or environmental history of the Yarra Ranges.
- provide clarity for family members and friends who enquire about plaques and memorials in our parks, reserves and streets in commemoration of loved ones.
- offer alternative memorial options for open spaces, such as trees or park furniture.
- maintain a balance between the intended purpose, environmental values and aesthetic and emotive quality of our public infrastructure and open space.
- recognise that memorial plaques in public spaces should be for the commemoration of significant events or remembrance of people of enduring significance.

## **Policy Scope**

This policy covers plaques and memorials on Council owned or managed infrastructure and land, including buildings, reserves or parks, along with guidelines for dispersal of cremation ashes. All new plaques and memorials will be required to conform to this policy, except for the following:

- signage, displays boards, banners, public artworks or temporary roadside memorials.
- war memorials, which require approval by other authorities.
- informal naming of places or facilities, as administered by Yarra Ranges Council.
- formal naming of roads, places or facilities, which are guided by Naming Rules for Places in Victoria, as administered by Yarra Ranges Council.
- bequeaths of land or buildings.

## **Administrative amendments**

From time to time, circumstance may require minor amendments be made to this Policy. Where this does not materially alter the Policy, such amendments may be made administratively by the Chief Executive Officer.

Any amendment which materially alters the Policy must be approved by resolution of Council.

## **Definitions**

**Plaque:** A flat tablet of metal, stone or other material which includes text and/or images which commemorate a person, event or historical information relative to the location or a new public artwork of significance.

**Memorial:** An object or infrastructure, including seat or table, trees and shrubs, which is established in memory of a person, association, anniversary or event.

**Open Space:** Refers to all land owned and/or managed by Council that is zoned Public Park and Recreation Zone or Public Conservation Resource Zone and is available for public access. Typically, open space includes parks, gardens, trails, habitat corridors, utilities reserves, waterways, sports grounds, playspaces and conservation reserves. It does not include vacant municipal land zoned for other purposes.

**Infrastructure:** Refers to physical structures and facilities associated with Council owned land and public open space.

**Park Furniture:** A bench, seat, picnic setting, platform or shelter located within public open space.

**Community Organisation:** Any organisation engaged in charitable or other community-based activity operating under Australian law.

## **Revision history**

Version	Date	Summary of revisions

## **Plaques and Memorials Policy Criteria**

Consideration for plaques and memorials will given to:

- an individual or association that has contributed significantly to the cultural, political, environmental or social aspects of the development of the Yarra Ranges for a minimum of 25 years or have been recognised for a significant achievement or event.
- an individual or association strongly linked to the Yarra Ranges municipality and its history.
- an individual or association that has made an enduring contribution over and above what might be reasonably expected through paid employment or voluntary contribution.
- consideration of other awards the individual may have received. e.g., Australia Day Honours.
- a significant anniversary of an event unique to the history and development of the township or location.
- historical or other information relevant to the proposed site/location of the plaque or memorial.
- plaques recognising the donation of park furniture from recognised community organisations.

Any application must demonstrate broad community awareness and support for the individual or association.

Applications for public memorials will generally not be considered within two years following the death of a person to allow for the development of historical perspective and for consideration of the criteria for significance.

Proposed sites for plaques or memorials should meet the requirements of Council planning documents and regulations, not create community safety risk, and not impede the function of Council asset or service.

Memorials commemorating the death of pets and animals are not permitted on public infrastructure or open space.

Open Space assets donated from community organisations should be reflective of Councils asset suite.

## **Applications for plaques or memorials on public infrastructure or open space**

### **1. Application**

Applications for installation of a new plaque or memorial must be submitted either in writing or through the application form on Council's website.

Written applications must be forwarded to:

Mail: P.O. Box 105, Lilydale VIC 3140

Email: [mail@yarraranges.vic.gov.au](mailto:mail@yarraranges.vic.gov.au)

The application must demonstrate in detail their conformance to this policy and include a supporting statement for the person to be commemorated, detailing how the criteria stated in the policy are met.

#### **1.1. Application approvals**

If the application is assessed as meeting the required criteria, the request will be forwarded to the relevant Plaques & Memorials Panel for consideration. The Plaques & Memorials Panel will have representatives of Governance, Parks Trees & Trails and a senior officer, as appointed by the CEO. Any delegated decision will be in consultation with the relevant Ward Councillor and Mayor.

A decision regarding the application will be provided in writing.

#### **1.2. Alternate commemorative options**

Where the installation of a plaque or memorial on Council owned or managed land is **not** supported, the following options may be supported by Council:

##### **1.2.1. Attend a community planting day**

Each year schools, community groups, environmental volunteers and the public help plant at various sites across the Council. These planting days help to build personal connections with the land. If you'd like to find out how to get involved contact Yarra Ranges Council's Bushland team via [mail@yarraranges.vic.gov.au](mailto:mail@yarraranges.vic.gov.au).

##### **1.2.2. Donation in memory towards Yarra Ranges Council's tree planting program**

Trees are fundamental to the story of Yarra Ranges, shaping our cultures, values and communities. They are a prominent feature in our landscape, providing benefits to our health and wellbeing, community and culture, the environment, ecology and economy.

A donation towards Council's tree planting program can be made in memory of an individual.

- Tree planting must fit within the Yarra Ranges tree planting program and will be conducted according to the planting season.
- Tree selection and planting location will be decided by Yarra Ranges Council.

- Specific species selection and/or planting locations will not be accepted within the framework of this policy.

### **1.2.3. Memorial and other assets**

Installation of park furniture such as a picnic table or park bench may be considered on Council owned or managed land (without a plaque, unless donated by a recognised community organisation).

- Memorial assets must fit the service levels set for a particular park or reserve, as stipulated in the Asset Management Plan.
- Asset selection and installation location will be decided by Yarra Ranges Council.
- Specific asset selection and/or installation locations will not be accepted within the framework of this policy.
- Recognition of sponsorship of the asset by a community organisation may be considered.

## **2. Costs of approved plaques, memorials or memorial assets**

As the purchase, installation and on-going maintenance of plaques, memorials or memorial assets require significant resourcing, the applicant will be required to meet all costs associated with the design, manufacture, purchase and installation, as well as maintenance costs for a period of two years following installation.

Design or selection shall be completed in conjunction with Council's Design & Place team.

Full payment is required after approval of the application and prior to the ordering of the plaque, memorial or memorial asset.

## **3. Installation of approved plaques, memorials or memorial assets**

Final approval for the design and layout, wording, and location of any new plaque, memorial or memorial asset rests with the Executive Officer, Parks, Trees & Trails and must align with Yarra Ranges Council's Asset Management Plan.

For plaques, the applicant is responsible for purchase and supply of the plaque to Council. For everything else, Council will arrange procurement and supply.

Following approval of an application, installation of any new plaque, memorial or memorial asset on Council owned or managed land shall be undertaken by Council.

## **4. Retention or relocation of approved plaques, memorials or memorial assets**

Yarra Ranges Council does not guarantee the retention of any memorial, plaque or memorial infrastructure beyond ten years, due to deterioration of such assets over time.



Generally, a plaque or memorial will be retained in place for as long as is practicable, with the following exceptions:

- the area in which the item is sited is to be redeveloped.
- on-going maintenance costs are prohibitive.
- the asset to which a plaque is attached has reached the end of its useful life.
- the condition of the plaque, memorial or memorial asset is poor.

Council will not be responsible for the replacement of plaques, memorials or memorial assets which are vandalised, damaged or stolen. Standard maintenance activities such as graffiti removal will be undertaken as required.

If a plaque, memorial or memorial asset is removed or relocated for any of the reasons listed above, Council will not guarantee replacement of the plaque or memorial. An application for a new plaque, memorial or memorial asset may be considered.

All reasonable efforts will be made to identify, contact and advise the relevant stakeholders (including family members), should a plaque, memorial or memorial asset need to be removed or relocated.

## **5. Dispersal of Cremation Ashes**

Yarra Ranges Council supports community members in remembering and celebrating the lives of loved ones through dispersal of cremation ashes on Council owned or managed land.

### **5.1. Dispersal of cremation ashes on Council owned or managed land**

When dispersing cremation ashes:

- Consideration should be made for other public land users.
- Ashes must not be scattered within a 40m radius of other public land users.
- Ashes must not be scattered in playgrounds, on sporting ovals or other high use recreational areas.

### **5.2. Burial of cremation ashes on Council owned or managed land**

**Yarra Ranges Council does not permit the burial of cremation ashes on Council owned or managed land.**

### **Review cycle**

This policy is to be reviewed every 4 years, or sooner should changes be required.

## **STORMWATER POLICY AND STORMWATER MANAGEMENT PLAN – CONSIDERATION FOR ADOPTION**

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Report Author: Executive Officer Stormwater, Traffic & Transport

Responsible Officer: Director Built Environment & Infrastructure

Ward(s) affected: (All Wards);

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*The author(s) of this report and the Responsible Officer consider that the report complies with the overarching governance principles and supporting principles set out in the Local Government Act 2020.*

### **CONFIDENTIALITY**

This item is to be considered at a Council meeting that is open to the public.

### **SUMMARY**

The Stormwater Policy and Stormwater Management Plan 2024-2034 are designed to strategically manage flood risks while protecting and maintaining the natural water cycle and the health of waterways. These documents establish a framework and action plan to guide the Council in planning for future growth and implementing sustainable stormwater management practices within the municipality.

On 11 June 2024, Council resolved to release the draft documents for a six-week community engagement period, which took place from 12 June 2024 to 24 July 2024.

The engagement process generated extensive community feedback, which has been assessed and incorporated into the final versions of the Stormwater Policy (Attachment 1) and the Stormwater Management Plan 2024-2034 (Attachment 2). These documents are now presented for Council consideration to adopt as final.

## RECOMMENDATION

### *That Council*

1. ***Note the community engagement on the draft Stormwater Policy and Stormwater Management Plan 2024-2034.***
2. ***Adopt the final Stormwater Policy and Stormwater Management Plan 2024-2034.***
3. ***Write to all submitters to thank them for their engagement and submissions and advise them of the outcome of the Council meeting.***
4. ***Update the Council website with Stormwater Policy, Stormwater Management Plan 2024-2034, Stormwater Management Plan 2024-2034 Overview document and Engagement Feedback Report.***
5. ***Establish a Community Reference Panel to provide community input on stormwater projects and studies under the Stormwater Management Plan.***

## RELATED COUNCIL DECISIONS

At the Council Meeting on 11 June 2024, Council resolved to release the draft documents for a six-week community engagement period.

### ***Purpose***

The purpose of this report is to provide an overview of the feedback received during the six-week community engagement period and to present the final versions of the Stormwater Policy (Attachment 1) and the Stormwater Management Plan 2024-2034 (Attachment 2) for Council consideration and adoption.

### ***Background***

The Yarra Ranges municipality is the largest local government area in Melbourne, spanning 2,450 square kilometres. Most of the upper catchment consists of protected forests, while development is spread across rural and urbanised areas.

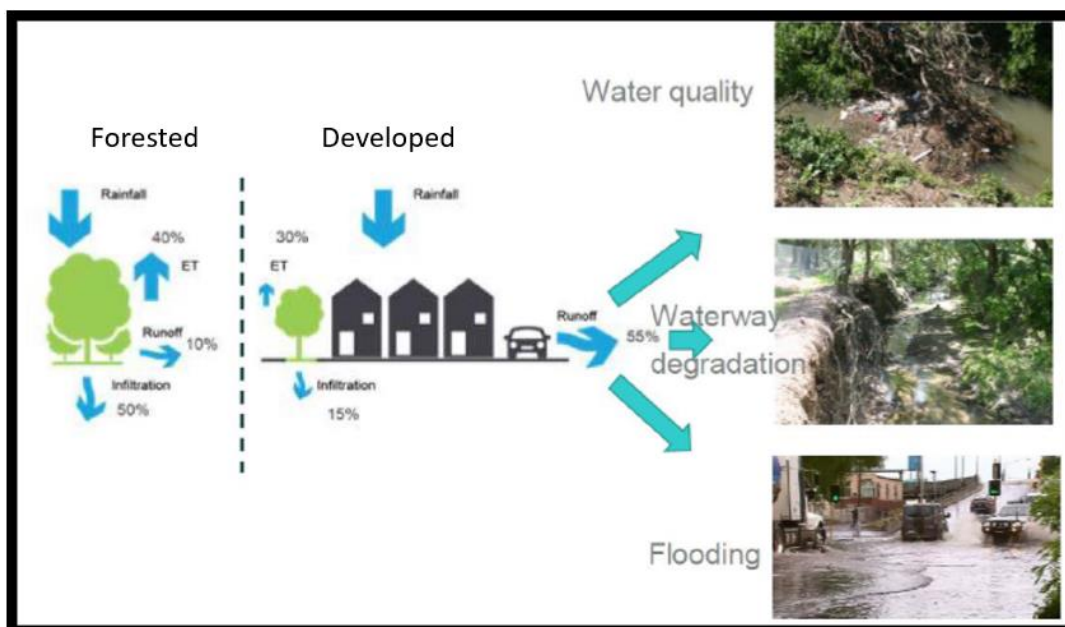
The population of Yarra Ranges is projected to increase by approximately 20% (an annual growth rate of 0.7%), reaching 180,000 residents by 2041. This growth will not be uniform across the municipality. The highest growth rates are expected in the western, urbanised parts of Yarra Ranges, including Lilydale, Chirnside Park, Mooroolbark, and Kilsyth, where most development opportunities and infrastructure are located. The Council Plan highlights the need to plan appropriately for future growth and consider the impact of increased infill development across the municipality.

When Yarra Ranges was first developed, it was predominantly a farming and mining area, which meant there was lots of open space to absorb water when it rained or space for it to flow into many gullies and creeks. Today, with less open space and

more hard surfaces, water flows more rapidly from roofs and roads into underground drainage networks and then into waterways. The impacts of developments and increase in hard surfaces is outlined in Figure 1 below.

We are now seeing an increase in extreme weather events. During heavy rain, the underground drainage system cannot always capture the volume of water hitting the ground. This can result in localised flooding as the water moves through natural flow paths. It is not always possible to fix localised flooding by simply adding new drains or making drains bigger, as this could shift the problem downstream. The best approach is to model and plan for where flooding might occur, allowing for the safe flow of water while minimising the impact on buildings, businesses, and other infrastructure.

Current benchmarking practices to stormwater management consider not only flood hazards but also the impact on the receiving waterways and how it can be best managed to achieve multiple community and ecosystem benefits.



**Figure 1: Impacts of increased run-off**

The Stormwater Policy and Stormwater Management Plan 2024-2034 aims to strategically manage flood risk and protect and maintain the natural water cycle and health of waterways from urban development impacts. They establish a framework and action plan for the Council to plan for future growth and sustainable stormwater management within the municipality.

***Stormwater Policy***

The purpose of the Stormwater Policy (Attachment 1) is to:

- define Council’s scope, roles, and responsibilities it relates to stormwater management.
- outline Yarra Ranges Council’s objectives for stormwater management.

- assist Council, manage its legal drainage obligations.
- provide a framework for stormwater management within the municipality.

### ***Stormwater Management Plan 2024-2034***

The Stormwater Management Plan 2024-2034 aims to address the challenges of stormwater management within the Yarra Ranges municipality. The detailed Stormwater Management Plan can be found in Attachment 2 to this report. The overview document of Stormwater Management Plan can be found within Attachment 3.

The plan focuses on balancing flood protection with the preservation of natural waterways, considering the impacts of urban development and climate change. The Stormwater Management Plan outlines strategies to improve stormwater infrastructure, manage flood risks, enhance water quality, and promote sustainable development practices.

The Key Objectives of the Stormwater Management Plan are:

- Utilising Stormwater as a resource
  - Increase fit-for-purpose use of stormwater and rainwater.
- Existing and future flood risks are managed to maximise outcomes for the community
  - Reduce the impacts of dangerous flooding now and into the future with development and climate change.
  - Increase cross-consideration of flood mitigation and integrated water management.
  - Improve community education around the flood management function of roadways.
- Healthy and valued waterways
  - Reduce the total urban stormwater runoff volume discharged to receiving waters.
  - Decrease pollutants discharged to receiving waters.
  - Protect high value waterways.
- Healthy and valued urban and rural landscapes
  - To minimise increases in stormwater due to development and protect the environmental values and physical characteristics of the landscape from degradation by stormwater.
  - To ensure integrated stormwater management that maximises ecosystem services, such as cooling and local habitat improvement, and provides attractive and enjoyable spaces.

- Community values are reflected in stormwater planning
  - Increase organisational capacity to partner with Traditional Owners to be able to respectfully acknowledge the connection of Traditional Owners to the land and waterways and include indigenous knowledge in stormwater management.
  - Engage with the community during flood mapping and stormwater management projects and studies to support and enhance community connection with and understanding of the water cycle.
  - To enable better asset management with improved efficiencies and overall cost reductions for Council via strategic planning.
  - Respond to climate and climate change related events through resilience planning.
- Strategic Partnerships
  - Increased collaboration with other organisations to support strategic stormwater management

The Stormwater Management Plan implementation plan provides a structured approach to achieving its objectives through thirty-one specific actions. Overview of the key actions is outlined below:

#### Flood Mapping Program

Under Regulation 148 of the Building Regulations 2018, Council is required to prepare mapping for areas under its control that are liable to flooding.

The Flood Mapping Program is a fundamental component of the Stormwater Management Plan, aimed at identifying flood-prone areas within the municipality. The Flood Mapping Program will be delivered by Melbourne Water in collaboration with Council.

Flood mapping involves the use of historical flood information and modern mapping techniques to accurately predict where water will flow and where flooding may occur during storm events.

Current and reliable flood mapping information is essential to understand and manage flood risk. It is used to:

- Conduct drainage improvement works through Council's Annual Capital Works Program, such as the installation of new drainage, flood retarding basins, and stormwater harvesting/reuse works.
- Maintain and renew drainage assets, including pipe and pit cleaning, street sweeping to minimise leaf debris, and repairing Council-managed stormwater drains and pits.
- Provide flood management and prevention advice to landowners.

- Support the work of the SES in preparing for emergency flood events and providing assistance during events.
- Educate and prepare our community through flood information.
- Ensure that new developments appropriately consider flood events/impact and implement any required drainage upgrades through development construction.

The flood mapping process will also be informed by the latest available data and guidance recommended under the 2019 version of Australian Rainfall and Runoff.

Following the development of the Draft Flood Map, Council will engage with community to understand the impacts on properties and make updates to the draft flood maps accordingly.

### Infrastructure Upgrades

Council will be completing thorough surveys of existing drainage assets in critical areas, followed by targeted upgrades based on the findings from risk assessments. A key component of this effort is to develop and prioritise a program of works focused on the mitigation and adaptation of the existing drainage network. Critical areas will be determined through a combination of asset surveys, flood mapping and hazard categorisation assessment (flood depth, flood velocity, and overlays such as EMOs), ensuring that interventions are data-driven and strategically targeted.

Incorporating climate change projections into infrastructure design is essential to future-proof these systems, ensuring they can handle increased rainfall intensity and frequency. These upgrades not only improve flood protection but also enhance the overall reliability and efficiency of the stormwater management system. By proactively addressing the vulnerabilities in the existing drainage network, the municipality can significantly reduce the risk of flood damage and improve the community's resilience to extreme weather events.

### Water Sensitive Urban Design (WSUD) and Integrated Water Management (IWM) Initiatives

Water Sensitive Urban Design (WSUD) and Integrated Water Management (IWM) are key strategies for managing stormwater sustainably while improving water quality and overall water resource management. The Stormwater Management Plan advocates for integrating WSUD principles into new developments and public spaces. This includes measures such as permeable pavements, rain gardens, and bio-retention systems that manage runoff at its source. These elements help reduce stormwater runoff, enhance infiltration, and improve water quality by filtering pollutants.

IWM takes a holistic approach to water management, considering all aspects of the urban water cycle, including potable water, wastewater, stormwater, and groundwater. The plan promotes the use of rainwater and stormwater for non-potable purposes, such as irrigation, toilet flushing, and industrial processes in residential, commercial, and industrial areas. This approach not only conserves

potable water resources but also reduces the volume of stormwater requiring management.

The integration of WSUD and IWM practices helps create resilient urban environments that are better equipped to handle extreme weather events and changing climate conditions. These practices support the creation of green spaces that enhance urban biodiversity, mitigate the urban heat island effect, and provide recreational opportunities for the community. By incorporating these sustainable water management practices, the Stormwater Management Plan aims to build a more liveable and resilient municipality.

### Community Engagement and Education

Engaging the community and educating residents about stormwater management is crucial for the success of the Stormwater Management Plan. The plan emphasises developing and distributing educational materials, such as fact sheets, to inform the community about flood risks, Water Sensitive Urban Design (WSUD), and Integrated Water Management (IWM) practices, and individual responsibilities in managing stormwater. By involving community groups and stakeholders in planning and decision-making processes can foster a sense of ownership and collaboration.

A significant initiative in this regard is the establishment of a Community Reference Panel. This panel will consist of representatives from diverse community groups and stakeholders who will provide input and feedback on stormwater management projects and strategies. The Community Reference Panel will serve as a bridge between the municipality and its residents, ensuring that community concerns and suggestions are considered in the decision-making process. This participatory approach ensures that the community is well-informed and actively contributing to stormwater management efforts, enhancing the plan's effectiveness and community acceptance.

### Development Engineering Guidelines

To support the effective implementation of the Stormwater Management Plan, existing policies and guidelines need to be updated and enhanced. The Development Engineering Guidelines play a crucial role in setting the standards for stormwater management practices within new developments. The Stormwater Management Plan calls for revising these guidelines to include:

- A requirement for all applicable development classes to comply with the Best Practice Environmental Management Guidelines (BPEMG) performance requirements.
- Yarra Ranges Planning Scheme provisions and requirements that support sustainable stormwater management.
- Design specifications and requirements for the design of stormwater management systems.
- Examples of acceptable on-lot and street-scale water sensitive urban design options.



- Climate change factors in Permissible Site Discharge and Onsite Detention requirements.
- A requirement that all new developments incorporate an 18.5% increase in rainfall intensity in all designs for the planning horizon of 2100.

The updates will:

- Reflect Council's technical requirements for stormwater and associated works.
- Specifically outline the requirements and create a better understanding for land developers and engineering consultants. This will result in more plans prepared to standard, endorsed with minimum delay and constructed to an acceptable sustainable standard.
- Reflect impacts of climate change and increased urban development. These impacts are likely to be an increased flood risk and pressures on the drainage network.

Council will use the Engineering Guidelines to:

- Communicate its position on stormwater management and linkages with policies, plans, and requirements.
- Communicate the standards and requirements for stormwater management in new developments.
- Provide up-to-date technical guidance and direction to land developers and engineering consultants.
- Clarify the differences in responsibility between private developers and Council in relation to the implementation and management of stormwater assets.
- Outline the approval process required for new developments and contact points between Council and developers. This will help facilitate efficient, equitable and appropriate designs and approvals.

### Stormwater Offsets Program

The current Stormwater Offset Program requires developers to make a financial contribution to Melbourne Water, which then allocates funds to councils based on project priorities. However, a Council Offset Program allows the municipality to receive financial contributions directly towards council projects. This program would enable Council to prioritise and fund stormwater management projects that align with local needs and strategic goals.

The funds collected through the offsets program can be used to implement larger-scale stormwater management infrastructure, such as wetland construction, waterway restoration projects, and enhanced flood control measures. This program ensures that the impact of new developments on the stormwater system is managed, even when site-specific constraints prevent the full implementation of WSUD measures.

The stormwater offsets program encourages sustainable urban development by providing a flexible yet effective means for developers to meet their stormwater management obligations. By updating the Development Engineering Guidelines and

implementing the stormwater offsets program, the Council can ensure that all development activities contribute positively to the overall stormwater management goals, promoting a more sustainable and resilient urban environment.

### Strategic Partnerships and funding

The success of the Stormwater Management Plan relies on strong partnerships and adequate funding. Strengthening collaborations with agencies such as the Department of Energy, Environment and Climate Action (DEECA) and Melbourne Water (MW) will be crucial for implementing joint stormwater projects.

The ongoing relationships with the Department of Transport Planning (formerly VicRoads), Emergency Management agencies and service authorities are key to enhance infrastructure resilience.

The plan also explores various funding mechanisms, including grants, developer contributions, and stormwater offsets, to support its initiatives. Securing diverse funding sources ensures the sustainability of the program and enables the municipality to carry out the necessary actions to achieve its stormwater management goals.

## **COMMUNITY ENGAGEMENT**

The Draft Stormwater Policy and Stormwater Management Plan was released for a six-week community engagement period from 12 June 2024 to 24 July 2024. The Engagement Feedback Report can be found in Attachment 4 of this report.

### Engagement Activities

A dedicated webpage with comprehensive information on the Stormwater Policy and the Stormwater Management Plan was actively promoted using various tools outlined in the project's Communications Plan. During the engagement period, the project's Engagement page attracted 718 visitors, with 28 people following the page.

A drop-in information session was held on 3 July 2024, featuring representatives from the Council's Stormwater Engineering, Strategic and Statutory Planning, Risk, and Customer Liaison teams. The session also included representatives from Project Consultant (RAIN), VICSES, Melbourne Water, and Windemere (Counselling Service for Flood Recovery Support). The purpose of this session was to provide a platform for the community to share their experiences of flooding, gain insight into the roles and responsibilities of various agencies, and enhance understanding of Stormwater Management within Yarra Ranges. A total of 30 attendees participated in the session.

Additionally, the project team hosted five "Meet the Stormwater Engineer" sessions at each of the Link offices.

During these sessions, the project team engaged with 17 residents, providing advice on their drainage issues.

Furthermore, the project team presented to both the Indigenous Advisory Committee (IAC) and the Sustainable Environment Advisory Committee (SEAC) to further involve and inform these key stakeholder groups.

### Engagement Feedback

During the comprehensive six-week engagement period, 38 comments were received. Key feedback and the officer's response are outlined below:

- Home Insurance Premiums and Property Devaluation Concerns.

Engagement feedback indicated that home insurance premiums have increased due to existing flooding, rendering some properties uninsurable. Additionally, there are concerns within the community around the impact of Flood Mapping on home insurance and property values.

The Australian insurance industry has been scrutinised over community expectations on responding to extreme weather events. The broad feedback has been that insurers should improve catastrophe planning to meet community expectations of operating in the Australian environment, including preparedness for, and stress testing against, extreme catastrophes.

The Yarra Ranges Flood Mapping Program will identify flood-prone areas across the municipality, serving as a crucial tool to inform Council's flood mitigation works planning.

While the specific impact of flood data on premiums is a matter for the insurance industry, anecdotally premiums may vary between insurers due to differing underwriting processes and business models. The Insurance Council of Australia, which monitors the market response to new data closely, has developed a fact sheet on premium changes and flood information (Refer to Attachment 5).

The insurance industry has developed and licensed the National Flood Information Database (NFID) to determine the flood risk for individual properties. Using available information, insurers can gauge current annual average damages for specific catchments. This database includes claims histories for properties and flood mitigation works.

Following the development of the Draft Flood Map, Council will engage with the community to understand the impacts on properties and make updates to the draft flood maps accordingly (Refer to Implementation Plan Action - SWMP21).

- Drainage Maintenance.

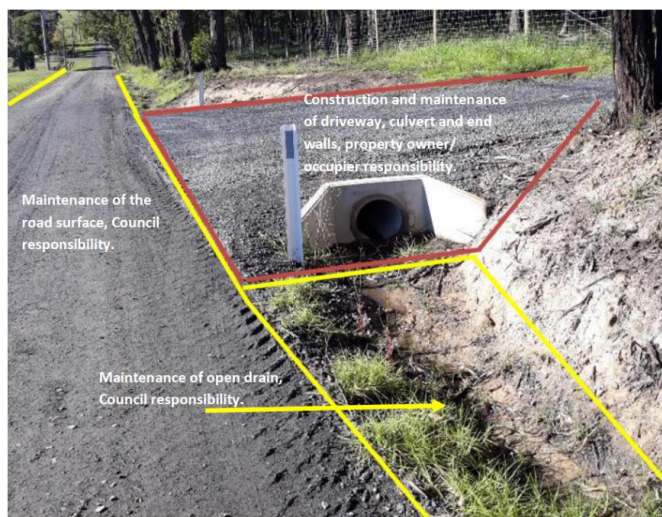
In line with the Council's Road Management Plan, the Council undertakes maintenance of all Council Drainage assets upon request. If there is a blocked stormwater drain, a maintenance request can be lodged through the Yarra Ranges Council's Customer Service Team at 1300 368 333.

Additionally, the Council conducts proactive inspections of known drainage hotspots. These hotspots have been identified based on past records of flooding issues and are considered to have an increased risk of failure.

It is important to note that maintenance of drainage within private property and the clearing of crossover (driveway) culverts are the responsibility of the property owner (refer to Figures 2 & 3 below).

The Yarra Ranges Flood Mapping Program includes conducting blockage analysis via computer modelling to identify critical infrastructure and support a proactive maintenance program. This information is then to be verified in the field by officers and ensures the drainage system operates at optimal capacity and addresses any issues promptly. Within the SWMP Implementation Plan, SWMP 23 has been updated to include proactive maintenance. The updated description is as follows:

SWMP23 - Incorporate key findings from the catchment flood mapping projects into the Municipal Flood Management Plan and include critical infrastructure identified through the blockage analysis in the Proactive Maintenance Program.



*Figure 2: Council's responsibilities within the road reserve*

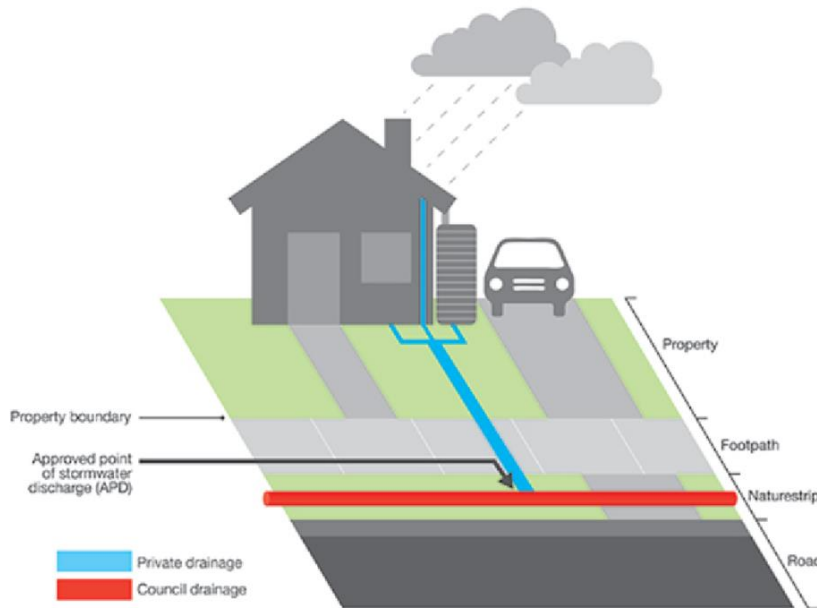


Figure 3: Private Drainage versus Council Drainage

- Drainage issues associated with Unsealed Roads – Gravel Run off, blockages

Within the Yarra Ranges, there are approximately 715 km of unsealed roads. These roads and its associated drainage systems are maintained in accordance with the Council's Road Management Plan.

The Road for Community Initiative was a critical infrastructure funding opportunity aimed at sealing roads across the municipality and simultaneously addressing localised drainage issues. Unfortunately, the Federal Government's decision to withdraw its support has significantly impacted Council's ability to deliver the projects.

In response to this funding cut, the Council is reviewing its approach to Unsealed Road Management. This review encompasses an approach to future road construction, taking into account factors such as abuttal density, maintenance issues, the Council's Special Charge Scheme policy, and the availability of capital budgets for upgrading Council assets across the municipality. A report on Unsealed Road Management will be presented to the Council in early September 2024.

The Stormwater Management Plan (SWMP) Implementation Plan includes an action to consider drainage infrastructure for new unsealed road upgrade programs (SWMP8).

- Drainage issues due to increased Development.

Recognising the need to plan appropriately for future growth and the impact of increased in-fill development across the municipality, the SWMP Implementation Plan includes an action to update the Development Engineering Guidelines (SWMP2). Refer to the section on Development Engineering Guidelines above for more information.

The development of flood maps within the municipality (SWMP4) will ensure that new developments appropriately consider flood events and impacts. This will help ensure that any necessary drainage upgrades are implemented as part of the development.

Additionally, fact sheets will be developed as part of the implementation of the SWMP to detail how the Council manages new developments in respect to flooding (SWMP18).

- Issues with Development approval process.

The SWMP Implementation Plan includes actions to update the Development Engineering Guidelines (SWMP2) and review and improve the development approval process (SWMP3).

Additionally, the Council will be developing Water Sensitive Urban Design (WSUD) Guidelines to outline workable options for on-lot WSUD assets (SWMP10).

- Flood impacts from neighbouring properties.

Stormwater nuisances from adjoining land are regulated under the Water Act 1989. The Council is not designated under this legislation to enforce nuisance flooding compliance between two private properties and cannot request an adjoining owner to comply with this Act. This has been stated in both the Stormwater Policy and the Stormwater Management Plan.

The SWMP Implementation Plan includes an action to develop fact sheets to outline this information (SWMP19).

- Flood Impacts and Lack of Coordination Among Drainage Authorities.

The drainage network within the Yarra Ranges is managed by various drainage authorities. The Council manages the local drainage network, Melbourne Water manages waterways and regional drains, and the Department of Transport and Planning manages the drainage assets along the major road network.

The SWMP identifies the need for all authorities to work together in responding to drainage issues and jointly deliver stormwater projects. Refer to Implementation Plan Actions SWMP28-31.

- Landslip Risk.

Concentrated stormwater flows and run-off within EMO areas can increase the likelihood of, and trigger landslips. The development of flood maps will assist in understanding where these concentrated flows occur, helping to identify and prioritise necessary drainage upgrades.

To further clarify this item, SWMP7 has been updated as follows:

SWMP7 – Develop and prioritise a program of drainage upgrade works focused on reducing risk to properties. Critical areas will be determined via a combination of

flood modelling (SWMP4) and hazard categorisation assessment (flood depth, flood velocity, and overlays such as EMOs).

- Advisory Committee Feedback.

A summary of the feedback received from the Sustainable Environment Advisory Committee (SEAC) include:

- The Stormwater Management Plan document is too technical in the language it uses to convey its purpose.
- There is an overly urban focus on the plan's actions, whereas we are concerned our rural landscapes are being overlooked.
- Insurance impacts to the community.

A summary of the feedback received from the Indigenous Advisory Committee (IAC) include:

- The impact of colonisation on natural water flow paths, causing flooding and degradation needs to be highlighted.
- There is a need to identify natural flow paths to prevent future flooding.
- We need to work with the natural elements of Country to ensure sustainable outcomes and the ongoing health of Country, especially with the growing impact of climate change.
- Highly effective land management such as traditional cultural fire practices and innovation need to be incorporated.

In response to SEAC's feedback about the technical nature of the Stormwater Management Plan, the language has been revised to make it more accessible and updated the overview document to emphasise key information from the plan.

To address SEAC's concern about rural landscapes, the updated plan emphasises the protection of these areas, aiming to preserve their environmental values and physical characteristics from stormwater-related degradation.

Incorporating IAC's feedback, a new section titled "Indigenous Water Knowledge" has been added to the Stormwater Management Plan to reflect traditional insights and practices.

## **FINANCIAL ANALYSIS**

The Stormwater Management Plan includes an implementation plan with costings for each action. These actions are to be delivered through existing funding allocations, future Capital works and external funding sources.

## **SUSTAINABILITY IMPLICATIONS**

### ***Economic Implications***

The Stormwater Management Plan outlines various economic implications that focus on both short-term costs and long-term savings. Implementing effective stormwater management practices can lead to significant economic benefits by reducing flood damage to infrastructure and private properties, which can otherwise lead to costly repairs and insurance claims. Furthermore, the plan includes exploring funding mechanisms such as stormwater offsets, developer contributions, and grants to support sustainable stormwater management initiatives.

### ***Social Implications***

Social implications of the Stormwater Management Plan include improved community health and well-being through the reduction of flood risks and enhancement of green spaces. The plan emphasises the importance of integrating WSUD to create urban environments that are more liveable and resilient to climate change. Greening urban areas and supporting tree canopies contribute to cooling urban heat islands, which can significantly improve the quality of life, particularly during extreme heat events. Additionally, the plan highlights the need for transparent communication about climate change impacts and the involvement of community groups in stormwater management projects, fostering a sense of ownership and collaboration within the community.

### ***Environmental Implications***

From an environmental perspective, the Stormwater Management Plan aims to protect and restore natural habitats, improve water quality, and enhance the health of urban waterways. The plan supports actions such as stormwater harvesting and the integration of urban development with water cycle management to create a resilient and liveable city. By adopting WSUD and IWM initiatives, the plan seeks to mitigate the impacts of urbanisation on natural water cycles, reduce runoff, and enhance biodiversity. The focus on climate change adaptation ensures that the infrastructure and ecosystems are resilient and capable of withstanding future climate conditions, thereby preserving the environment for future generation.

## **COLLABORATION, INNOVATION AND CONTINUOUS IMPROVEMENT**

The project team has conducted an extensive literature review and engaged with key stakeholders, including Councillors, MW, various Councils, DEECA, the Yarra Ranges Council (YRC) Sustainable Environmental Advisory Committee, the YRC Indigenous Advisory Committee, and Development Engineering Consultants. These activities aimed to identify gaps in stormwater management and benchmark best practices, informing the development of the draft Stormwater Policy and Stormwater Management Plan.



## **CONFLICTS OF INTEREST**

No officers and/or delegates acting on behalf of the Council through the Instrument of Delegation and involved in the preparation and/or authorisation of this report have any general or material conflict of interest as defined within the *Local Government Act 2020*.

## **ATTACHMENTS TO THE REPORT**

1. Stormwater Policy
2. Stormwater Management Plan 2024 - 2034
3. Stormwater Management Plan 2024 - 2034 – Overview
4. Stormwater Management Plan 2024 -2034 - Engagement Feedback Report
5. Insurance Council of Australia Fact Sheet



# Yarra Ranges Council Stormwater Policy

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DRAFT

Version:	1.0
Approved by Council:	<Date>
Responsible Officer:	
Department:	
Contact Officer:	

Revision history

Version	Date	Summary of revisions

***Yarra Ranges Council acknowledges the Wurundjeri and other Kulin Nations as the Traditional Owners and Custodians of these lands. We pay our respects to all Elders, past, present, and emerging, who have been, and always will be, integral to the story of our region. We proudly share custodianship to care for Country together.***

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## **1. Policy Statement**

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Water and flooding are inherent aspects of our natural environment, integral to our municipality's landscape. While we endeavour to enhance conditions during rainfall events, not all storms can be controlled, and not every issue has an engineering solution. We are committed to blending traditional wisdom with innovative approaches, respecting and preserving our land, water, and biodiversity.

Our goal is to minimise community hazards during extreme events. Through collaboration and education we empower individuals to embrace responsible stormwater management, fostering a culture of stewardship. We envision stormwater management as a catalyst for sustainable development and resilience.

Council acknowledges its significant stormwater assets base and the community's expectation of their appropriate management. As we navigate challenges such as ageing infrastructure and the impacts of climate change, we are committed to adopting a strategic, risk-based approach that prioritises catchment scale solutions alongside necessary localised interventions.

Our investment in stormwater assets reflects our responsibility to meet community expectations for effective management. This policy aims to improve stormwater and flood management, particularly for new developments, ensuring they integrate seamlessly with existing infrastructure without causing disruption or harm to our waterways.

Furthermore, we strive to promote green infrastructure, and reduce potable water consumption through innovative stormwater practices. We acknowledge the economic and social impacts of flooding on our community, underscoring the importance of proactive measures and community engagement in achieving sustainable stormwater resource management.

We leverage flood modelling and planning to identify and address flood risks, inform infrastructure improvements, and guide development in ways that enhance both community safety and environmental sustainability.

By planning strategically, investing in research, and fostering adaptability, we commit to building a resilient future and ensuring sustainable stormwater resource management in the Yarra Ranges municipality.

## **2. Purpose**

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Council manages and maintains stormwater assets to provide community with a safe reliable stormwater network. The purpose of this policy is to:

- define Council's scope, roles, and responsibilities it relates to stormwater management.

- outline Yarra Ranges Council's objectives for stormwater management
- assist Council, manage its legal drainage obligations
- outline Council's Stormwater Management approach

### **3. Scope**

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This policy has been prepared to ensure stormwater management and the protection of the Council stormwater system is appropriately considered and applies to:

- All activities related to Council stormwater assets and the overall stormwater network in the municipality.
- Design and construction of stormwater assets on private/ public land, which trigger Council approval.

This policy does not apply to:

- The assets or activity on land within other agencies (i.e. Melbourne Water, Department of Transport and Planning, Parks Victoria)
- The management of drainage infrastructure within private property that is not within a drainage easement.

### **4. Council's Drainage Roles and Responsibilities**

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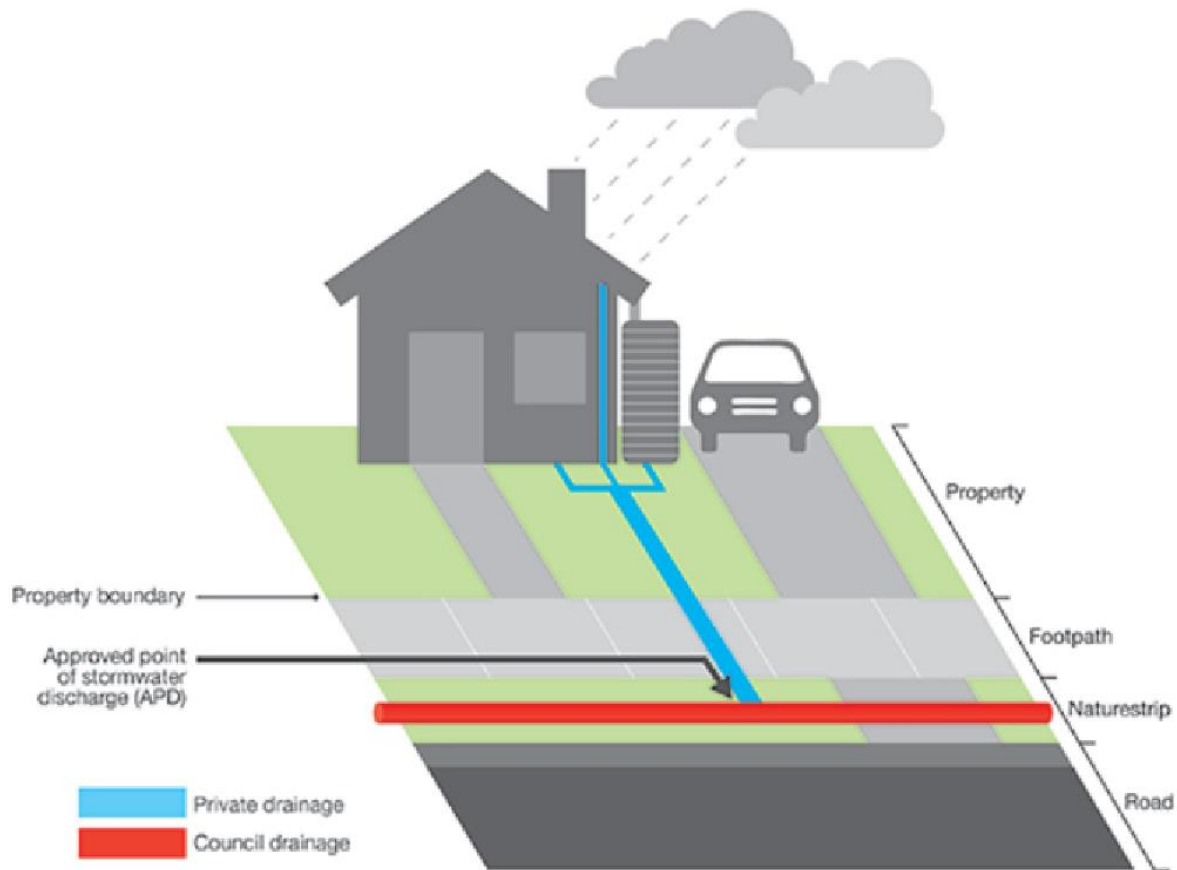
In accordance with various legislative requirements, Council assumes critical roles and responsibilities related to drainage systems within the community. These responsibilities are outlined below, reflecting the Council's commitment to effective water management, environmental protection, and ensuring the overall well-being of residents:

- **Local Drainage Authority under the *Water Act 1989***

As the local drainage authority under the *Water Act 1989*, the Council is entrusted with the vital task of managing drainage systems within its jurisdiction. This includes the planning, construction, and maintenance of drainage infrastructure to prevent flooding, manage stormwater runoff, and maintain water quality standards.

Stormwater nuisances from adjoining land is regulated under the *Water Act 1989*. Council is not designated under this legislation to enforce nuisance flooding compliance between two private properties and cannot request an adjoining owner to comply with this Act.

The landowners, developers, and body corporates are the responsible parties up to the Legal Point of Discharge, excluding cases where the asset falls within a drainage easement. A lot with no drainage is the responsibility of these parties. This is in accordance with Sections 15 to 21 and section 157(1) of the Water Act 1989



- **Empowered by the *Local Government Act 1989***

The Council operates under the powers bestowed upon it by the *Local Government Act 1989*. These powers enable the Council to provide comprehensive drainage systems that cater to the diverse needs of the community. This encompasses everything from the initial planning stages to the ongoing maintenance of drainage facilities.

- **Compliance with Building Regulations 2018**

Council fulfils its responsibilities under the Building Regulations 2018 by nominating appropriate stormwater discharge points for buildings and developments. By adhering to these regulations, the Council ensures that stormwater runoff from various structures is channelled responsibly, mitigating the risk of flooding and environmental harm.

- **Adherence to Yarra Ranges Planning Scheme Requirements**

Acting as a responsible authority under the *Planning and Environment Act 1987*, the Council follows the requirements outlined within the Yarra Ranges Planning Scheme. These requirements mandate the achievement of specific stormwater quality targets for different types of developments. By enforcing these standards, the Council promotes sustainable development practices and safeguards the local environment.

- ***Environmental Protection Act 2017***

The Council upholds its general environmental duty under the *Environmental Protection Act 2017* by actively working to reduce the risk of activities that may harm the environment.

## **5. Council objectives for Stormwater Management**

Council's Stormwater Management objectives are:

- All new stormwater assets and developments within Yarra Ranges Council are water sensitive, allowing them to be attractive, thrive and perform well now and into the future.
- Council and Melbourne Water continue efforts to rehabilitate, protect and enhance all waterways within the municipality.
- All new eligible developments achieve compliance with relevant best practice standards in Best Practice Environment Management Guidelines (BPEMG) and developments follow the Urban Stormwater Management Guidance.
- All new eligible development on public and private land does not adversely impact on the performance of the existing local stormwater drainage network.
- All new eligible development on public and private land does not cause detrimental increases in flows to downstream properties.
- All new capital stormwater works to be fit for purpose.
- Increase Council's knowledge of the current stormwater asset base and the existing and future flood risk across the municipality.
- Enhance communications with residents, landowners and developers who live and work within the municipality to clearly articulate issues, solutions, and responsibilities related to stormwater management and flooding.



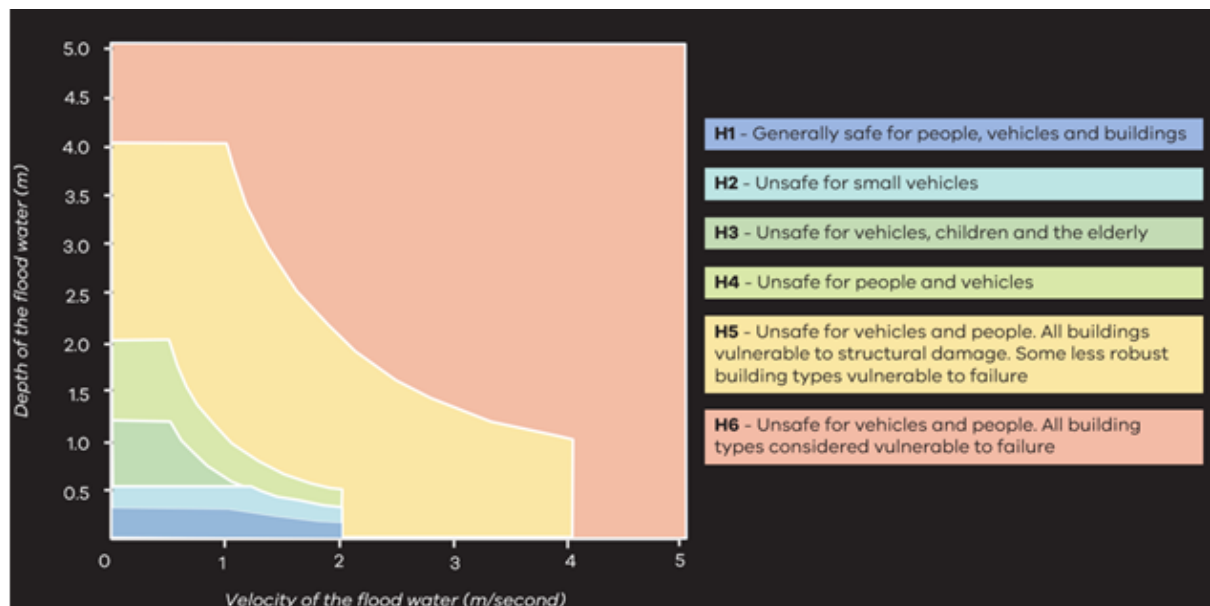
## 6. Stormwater Management within Yarra Ranges

Council's Stormwater Management Objectives specified in Section 5 are supported by the Stormwater Management approach described below.

### 6.1 Stormwater Management Plan 2024-2034

The Stormwater Management Plan 2024-2034 (SWMP) is a 10-year action plan addressing Council's stormwater management gaps. It provides a clear process for holistic stormwater management within the municipality. The SWMP will be used to:

- Develop a 10-year catchment flood mapping and stormwater strategy using a prioritised approach.
- Improve the drainage asset database and identify drainage constraints via flood modelling.
- Prioritise Council-led drainage projects based on flood risk levels.
- Analyse flooding depth, extent, and flood 'hazard' for various rainfall events, identifying affected buildings. Flood hazard categories ('H'1 to 'H'6') are shown below per the Australian Rainfall and Runoff Guidelines 2019.



- Identify natural flow paths and test larger Integrated Water Management (IWM) initiatives.
- Support efficient drainage maintenance through blockage analysis.

- Identify priority locations for integrated water management and Water Sensitive Urban Design (WSUD) initiatives, aligning with Healthy Waterways Strategy targets.
- Create a 10-year action plan for stormwater and flood management, including community communication, strategic partnerships, funding review, and Integrated Water Management (IWM) / Water Sensitive Urban Design (WSUD) improvements.

This program provides the basis for enabling a proactive approach to drainage and flood management within Yarra Ranges.

## **6.2 Yarra Ranges Development Engineering Guidelines**

Council will use Yarra Ranges Development Engineering Guidelines to ensure developers and consultants understand stormwater requirements upfront. This facilitates efficient plan preparation, endorsement, and construction to sustainable standards. Guidelines are periodically reviewed for relevance and applied to:

- Communicate Council's stormwater management stance and its connections with policies and requirements.
- Inform the community of stormwater standards in new developments.
- Offer current technical guidance for consistent, site-specific stormwater plans.
- Clarify responsibilities between developers and the Council in stormwater asset management.
- Outline approval processes and communication points for efficient, equitable, and appropriate designs and approvals.

## **6.3 Water Sensitive Urban Design Guidelines**

The Yarra Ranges Water Sensitive Urban Design Guidelines (The WSUD Guidelines) set the objectives around how stormwater quality assets are to be designed, constructed, and managed within the municipality. New stormwater quality assets may potentially be within private or public land and may be constructed as a part of land development or other capital projects.

Council will use the WSUD Guidelines in the following circumstances:

- To communicate Council's position on stormwater management and linkages with other policies, plans and requirements. The guidelines will set out Council's expectations for WSUD project within the municipality for Council staff, developers and residents.

- To clearly articulate the importance of stormwater quality improvement infrastructure in managing and enhancing the natural environment.
- To set required minimum treatment standards across the municipality.
- To provide up-to-date technical guidance on the design process of WSUD assets to ensure the expected performance targets are met now and into the future, and that maintenance responsibilities are detailed and clarified.
- To assist designers in selecting assets which are appropriate for site conditions, reflect the size and type of development or project, and respond to Council's other objectives, policies and plans.
- To provide guidance on the approval process for new WSUD assets.
- To draw links to other appropriate technical guidance documents and encourage continual improvement and innovation in responding to the unique constraints and opportunities within Yarra Ranges Council.

## **6.4 Management of Drainage and Flood Enquiries**

Section 16 of the *Water Act 1989* identifies potential liability resulting from the unreasonable flow of water from land (including infrastructure) belonging to or under the management of Council on to any other land, where that flow causes or is likely to cause damage or injury to persons or property or causes a person to suffer economic loss.

Council is committed to meeting its legal obligations by ensuring drainage and flood enquiries are assessed against compliance requirements of various Acts, Regulations and Codes of Practice. Council will utilise a Risk Matrix approach to determine whether works should be initiated.

A customer may report any drainage issue to Council at any time and Council will register the issue to be investigated. Should a significant number of drainage issues be reported to Council over a short period of time, Council will prioritise the order of required investigations.

Each piece of information collated by the Infrastructure Services Department. Flood Modelling information will help categorise the drainage enquiries based on flood hazard (H1 to H6) as outlined above. This approach to drainage management will assist Council in ensuring that capital expenditure outlined within the Asset Management Plan is appropriately prioritised, addressing the greatest known severities first.

Funding for the provision and/or upgrade of drainage systems for the community will be through one or more of the following methods:

- Funds that are allocated by Council

- Developers, through development contribution arrangements and planning permit requirements
- A special charge scheme, under the provisions of the Local Government Act and Council’s special charge scheme policy
- Agreement by all parties to fund the works
- Grants, if they become available

The flood modelling program will assist with proactive and strategic management of the drainage infrastructure that is most critical to flood mitigation and management.

## 6.5 Drainage Network Maintenance

Maintenance of the stormwater network is undertaken as required within the municipality. The network is largely managed on a reactive basis in response to enquiries, requests, and complaints from the community.

Council also undertakes proactive inspections on drainage assets that have been identified by as having an increased risk of failure shown by past records of flooding issues.

The flood modelling program will assist with proactive maintenance of the drainage infrastructure that is most critical to flood mitigation and management.

## 7. Responsibilities

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Responsible Party	Key Responsibilities for Stormwater Management
Chief Executive Officer - To act as principal advocate for stormwater management	<ul style="list-style-type: none"> <li>• Ensure a long-term strategic management focus is developed within Council</li> <li>• Support cross-organisational awareness and responsibilities for stormwater management.</li> <li>• Ensure appropriate integration across stormwater management, IWM, asset management, and financial planning.</li> <li>• Support an organisational culture of knowledge-sharing and collaboration.</li> <li>• Ensure legislative obligations and regulations are being met.</li> </ul>
Managers and Executive Officers	<ul style="list-style-type: none"> <li>• Acknowledge and take responsibility for their department’s role in stormwater management.</li> </ul>

(across all relevant departments)	<ul style="list-style-type: none"> <li>• Maintain skilled and experienced staff and provide training on stormwater management when needed.</li> <li>• Monitor and report on their department's performance against actions identified in the Stormwater Management Plan</li> </ul>
<p>Infrastructure Services Department</p> <p>(Council Officers)</p>	<ul style="list-style-type: none"> <li>• Implement the processes and requirements of the Engineering Development Design Guidelines and the Water Sensitive Urban Design Guidelines.</li> <li>• Provide technical advice to the Planning &amp; Building Department about the appropriate stormwater works that should be required through a planning or building permit approval process.</li> <li>• Provide technical advice/information to applicants and other relevant parties at pre-application planning meetings and to the planning officer at the Victorian Civil and Administrative Tribunal (VCAT).</li> <li>• Work with the Resilient Environment Team to determine IWM related opportunities such as precinct-scale stormwater harvesting and reuse or street-scale WSUD,</li> <li>• Manage and implement a program of investigative works to develop current flood and survey data for the municipality.</li> <li>• Use current flood and drainage capacity information to inform advice to the Planning &amp; Building Department.</li> <li>• Receive and assess drainage complaints from the community and gather intelligence on the performance of the drainage and stormwater network following significant events.</li> <li>• Meet regularly with Planning and Building to discuss the process and work collaboratively on areas of potential improvement in line with the objectives of this Policy.</li> </ul>
<p>Planning &amp; Building Department</p> <p>(Council Officers)</p>	<ul style="list-style-type: none"> <li>• Alert applicants and proponents to the requirements of the Engineering Development Design Guidelines 2024 and associated reference documents before and during planning and building application processes.</li> <li>• Implement the processes and requirements of the Engineering Development Design Guidelines 2024</li> <li>• Refer eligible planning applications to the Infrastructure Services Department for review and comment.</li> </ul>

	<ul style="list-style-type: none"> <li>• Meet regularly with Infrastructure Services to discuss the process and work collaboratively on areas of potential improvement in line with the objectives of this Policy.</li> </ul>
Resilient Environment Team (Council Officers)	<ul style="list-style-type: none"> <li>• Work with the Infrastructure Services Department to determine IWM related opportunities such as precinct-scale stormwater harvesting and reuse or street-scale WSUD.</li> <li>• Meet regularly with Infrastructure Services to discuss the process and work collaboratively on areas of potential improvement in line with the objectives of this Policy.</li> </ul>

## 8. Definitions

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The following definitions are to be used when interpreting and applying this Policy:

<b>Benefit Cost Ratio</b>	An assessment based on the benefit in reducing or eliminating impacts of a drainage system by providing an upgrade of that system versus the costs of the upgrade works.
<b>Council</b>	Yarra Ranges Council
<b>Eligible Development</b>	A development that requires planning permission under the Yarra Ranges Planning Scheme and is subject to stormwater management objectives or requirements; or stormwater works being carried out by or on behalf of Council.
<b>Water Sensitive</b>	The knowledge and desire to make wise choices about water and an understanding of the value of our waterways and value of fit for use water. It ensures that urban water management is sensitive to natural hydrological and ecological processes.
<b>WSUD</b>	Water Sensitive Urban Design is an approach to minimise harmful effects to the environment when designing drainage systems

## 9. Review Period

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This policy is reviewed every 4 years by 31 October in the year following a Council election.

# Stormwater Management Plan

2024 to 2034

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## 1 Executive Summary

The Yarra Ranges region is the largest local government area in land size in Melbourne. The Council's drainage network is almost 800km long. The drainage network intersects with waterways managed by Melbourne Water. There are many challenges related to the management of stormwater including:

- increased development
- more pollution and runoff from stormwater
- ageing infrastructure
- funding constraints
- existing flood risk
- impacts of climate change.

The Yarra Ranges Stormwater Management Plan (SWMP) analyses the challenges and opportunities and details key actions to address them. It reflects federal, state and local policies, guidelines and legislation. It also reflects Council plans and strategies.

The Yarra Ranges SWMP supports the Council's stormwater policy. The six objectives that support the policy are:

- utilising stormwater as a resource
- existing and future flood risks are managed to maximise outcomes for the community
- healthy and valued waterways
- healthy and valued urban and rural landscapes
- community values are reflected in stormwater planning
- strategic partnerships.

The Stormwater Drainage Management Plan will be implemented by Council in partnership with stakeholders and the local community. Reporting on the Plan will be undertaken through biennial reviews presented to Council.

The Plan will be monitored to determine if Council is on track to meet its vision and intent and a monitoring plan will be established to track progress.

## 2 Glossary

Directly Connected Imperviousness (DCI)	This is an umbrella measure that combines all aspects of waterway condition that are known to be impacted by development and urbanisation, into a factor that can determine if significant stormwater changes may occur to a specific area. Aspects include changes in stormwater flows, volumes, quality, gross litter.
Drainage network	The network of pits, pipes, swales and channels that collects stormwater runoff and moves it away from the built environment.
Erosion Management Overlay (EMO)	Identifies areas that are at risk of landslip.
Fluvial or riverine flooding	A type of flooding when a river, creek or other waterway overtops its banks and floods the land around it.

Hotspot	A known flood problem area which has a history of repeat flooding of a road, crossing or property, often known through anecdotal information and complaints.
Pluvial, overland or flash flooding	A type of flooding in large rainfall events, when the drainage network is overwhelmed and some of the stormwater flows over the ground.
Runoff	The amount of rainfall that enters the stormwater drainage system.
Stormwater	Flows produced when rain falls and runs off from all surfaces within a catchment, including roads, roofs, driveways, footpaths and vegetated areas.
Water Sensitive Urban Design (WSUD)	An approach to minimise harmful effects to the environment when designing drainage systems.

### 3 Introduction

Stormwater is produced when rain falls onto and runs off from surfaces. These include roads, roofs, driveways, footpaths and vegetated areas. Stormwater needs to be managed to protect local waterways and improve flood resilience. Council’s drainage network includes pits, pipes, swales and channels. It collects stormwater runoff. It then moves it away from the built environment to the waterways. Currently, stormwater management focuses on flood risk and the impact on waterways. Council’s stormwater services include:

- planning and controlling land use and development
- understanding flood risk
- preparing for and recovering from flood events
- protecting waterways and the environment from harmful impacts from stormwater
- improving climate resilience
- design, construction and maintenance of drainage assets and stormwater quality treatment systems
- increasing fit for purpose stormwater reuse
- improving landscape resilience, urban greening and cooling stormwater irrigation and passive irrigation
- partnering with other water authorities to improve management of stormwater
- capacity and flexibility in the drainage for climate change impacts and population growth.

The Yarra Ranges municipal area covers an area of 2450 square km. Council own 2%, private ownership is 30% and 68% is Crown land. The land is a mix of farming, residential, commercial, industrial, and townships. It also has state forest and drinking water catchments.

The Yarra Ranges contains pristine waterways, including the headwaters of the Yarra River. The community value these and they have high ecological importance. Rain that falls in the catchments makes its way to these waterways. When development happens, areas that were once forest, farm or more natural surfaces end up becoming covered with concrete and other ‘hard’ surfaces. Increased hard surfaces cause more rainwater to flow over the landscape rather than naturally soaking into the soil. This causes higher than natural flows of water to enter streams and creeks. The outcome is potential erosion and damage to fish and platypus habitat.

The stormwater runoff can also pick up debris, chemicals, sediment, and other pollutants, which can make its way to our waterways. Our waterways need to be protected by keeping some of the stormwater within the catchment. This needs to be balanced with maintaining flood protection.

Water and flooding are part of our natural environment and landscape. We aim to control and improve conditions in some rainfall events. But there is not always an engineering solution for every stormwater issue. The municipality faces several local flood management and drainage challenges. There are over 4,900 properties known to be at risk of flooding from waterways or underground drains (Flood Management Plan – Yarra Ranges Council and Melbourne Water, 2016). More developments and an increase in extreme rainfall events because of climate change are also pressures to the existing drainage system.

Council has produced the Stormwater Management Plan 2024-2034 to strategically manage both the flood risk and to protect and maintain the natural water cycle and the health of waterways from the impacts of urban development.

## 4 Indigenous Water Knowledge

Waterways and floodplain areas have always been important places for Aboriginal people to gather as families and communities for cultural, social, and recreational activities. Access to floodplain areas is crucial for these activities to continue and for future generations of Aboriginal people to learn about their culture. Traditional Owners speak of waterways moving back and forth across floodplains over time, which scatters artefacts and influences cultural practices.

The Yarra Ranges Indigenous Advisory Committee (IAC) played a crucial role in creating the Stormwater Management Plan 2024-2034. The IAC ensures the Aboriginal voice is part of Council decisions, offering advice on weaving Indigenous knowledge into Council strategies and projects. This effort builds resilience in communities and landscapes, improving health and wellbeing.

Insights from the IAC highlight the importance of water movement for the health of the Country. The impact of colonisation changed natural water paths, leading to flooding and waterway degradation. The IAC stressed the need to identify natural flow paths to prevent future flooding. Emphasis was placed on working with the natural elements to ensure sustainable outcomes and the ongoing health of the Country, especially with climate change. Effective land management, such as traditional cultural fire practices, revitalises grasslands and biodiversity.

Stormwater Management Plan 2024-2034 acknowledges the Traditional Owner's connection to the land and waterways and has identified initiatives to:

- Reduce dangerous flooding now and in the future, considering development and climate change.
- Improve asset management, making it more efficient and cost-effective for the council.
- Enhance responses to climate and climate change-related events through resilience planning.
- Minimise stormwater increases due to development and protect the landscape's environmental values and physical characteristics from stormwater degradation.
- Promote integrated water management and flood mitigation strategies.

## 5 Background

### 5.1 Responsibilities

Council has legislative responsibilities related to drainage within the community. These responsibilities are below.

Yarra Ranges Council is classified as one of the local drainage authorities under the *Water Act 1989*. This means we are responsible for managing some of the drainage within the municipal

area. This includes the planning, construction, and maintenance of drainage infrastructure. This helps prevent flooding, manage stormwater runoff, and maintain water quality standards.

Note: between two private properties, the landowners, developers, and body corporates are responsible for the drainage up to the 'Legal Point of Discharge'. This is except if the drainage structure is within a drainage easement. The image below helps to show this.

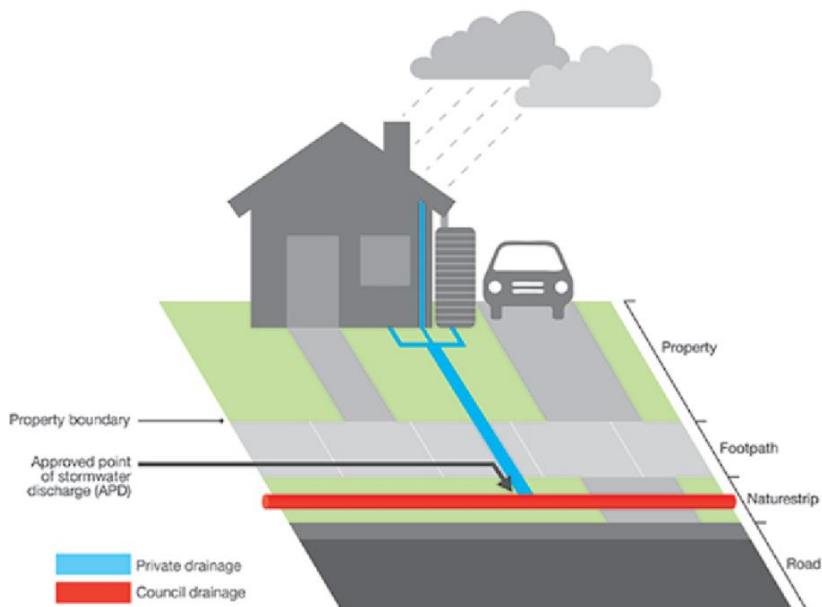


Figure 5-1 Private property showing private drainage (landowner’s responsibility) versus Council drainage (Council’s responsibility)

Council is also responsible for:

- Nominating stormwater discharge points under the *Building Regulations 2018*. This ensures stormwater moves in a way that reduces the risk of flooding and harm to the environment.
- Ensuring stormwater quality targets are met for different types of development. This promotes sustainable development practices and protects the local environment.
- Reducing the risk of activities that might harm the environment.

## 5.2 Setting

A review of state and local policies, legislation, strategies, plans and frameworks was undertaken. These documents are summarised in Appendix A and informed the objectives, measures, targets and actions of the Yarra Ranges SWMP.

Table 5-1 Summary of key relevant policies, legislation, strategies, plans and frameworks

Category	State / Regional	Local
Land Use & Planning	Victorian Planning Provisions (VPP)	Yarra Ranges Planning Scheme Community Vision for 2036 Housing Strategy
Climate Adaptation	Victoria’s Climate Change Strategy  Built Environment Climate Change Adaptation Action Plan 2022–2026	Council Plan 2021-2025 Community Vision for 2036 Environment Strategy 2015-2025 Health and Well-being Plan

Stormwater Specifications & Management	<p>Victorian Planning Provisions (VPP)</p> <p>Water for Victoria and IWM Framework for Victoria</p> <p>Stormwater Best Practice Environmental Management Guidelines (CSIRO, 1999)</p> <p>Urban Stormwater Management Guidance (EPA, 2021)</p>	<p>Yarra Catchment IWM Plan and Dandenong Catchment IWM Plan</p> <p>Yarra Ranges IWM Plan</p> <p>Environment Strategy 2015-2025</p> <p>Recreation and Open Space Strategy – Policy, Implementation and Strategic Framework</p> <p>Tree Canopy Strategy</p>
Flood Management & Mitigation	<p>DELWP Guidelines for Development in Flood Affected Areas</p> <p>Plan Melbourne– 2017-2050 Strategy</p> <p>Flood Management Strategy for Port Phillip and Western Port (2021-2031)</p>	<p>Flood Management Plan</p> <p>Recreation and Open Space Strategy – Policy, Implementation and Strategic Framework</p>
Riverine & Waterway Management	<p>The Healthy Waterways Strategy (HWS)</p> <p>HWS Stormwater Targets: Practitioner’s Note</p> <p>Greater Melbourne Urban Water &amp; System Strategy: Water for Life</p>	<p>Yarra River Action Plan</p> <p>Yarra Strategic Plan</p> <p>Environment Strategy 2015-2025</p>
General Environment	<p>General Environmental Duty</p> <p><i>Environmental Protection Act</i></p>	<p>Environment Strategy 2015-2025</p> <p>Tree Canopy Strategy</p> <p>Health and Well-being Plan</p>
Collaboration & Partnerships		<p>Council Plan 2021-2025</p> <p>Community Vision for 2036</p>

### 5.3 Stormwater Policy

The Stormwater Policy outlines how stormwater will be managed in the Shire of Yarra Ranges. The Policy outlines implementation of:

- Council’s legislative requirements
- Existing Council policies, strategies and plans
- State-led strategies, plans and guidelines

The purpose of the Stormwater Policy is to:

- Summarise Council’s current position and priorities of stormwater management within the municipality.
- Define Council’s responsibility and scope of control in relation to stormwater management.
- Outline Council’s objectives for stormwater management in relation to sustainable development.
- Provide an internal framework and action plan for how policy objectives will be achieved.
- Guide Council’s use and implementation of internal documents such as the Stormwater Management Plan 2024 -2034, the Engineering Development Guidelines, Flood Mapping Program, the IWM Plan and the Stormwater Asset Management Plan.

The objectives of the Stormwater Policy are shown below, along with their links to the Yarra Ranges SWMP objectives (discussed further in section 7.2).

Policy Objective	Links to SWMP Objectives
Encourage all eligible new stormwater assets and developments within Yarra Ranges Council to be water sensitive, allowing them to be attractive, thrive and perform well now and into the future.	<ul style="list-style-type: none"> <li>• Utilising Stormwater as a resource.</li> <li>• Healthy and valued waterways.</li> <li>• Healthy and valued urban and rural landscapes.</li> <li>• Strategic Partnerships.</li> </ul>
Continue Council and Melbourne Water’s efforts to rehabilitate, protect and enhance all waterways within the municipality.	<ul style="list-style-type: none"> <li>• Healthy and valued waterways.</li> <li>• Strategic Partnerships.</li> </ul>
Ensure all new eligible developments achieve full compliance with relevant best practice standards in BPEMG and encourage developments to follow the Urban Stormwater Management Guidance.	<ul style="list-style-type: none"> <li>• Healthy and valued waterways.</li> </ul>
Ensure that all new eligible development on public and private land does not adversely impact on the performance of the existing local stormwater drainage network.	<ul style="list-style-type: none"> <li>• Existing and future flood risks are managed to maximise outcomes for the community.</li> </ul>
Ensure that all new eligible development on public and private land does not cause detrimental increases in flows to neighbouring properties.	<ul style="list-style-type: none"> <li>• Existing and future flood risks are managed to maximise outcomes for the community.</li> </ul>

Policy Objective	Links to SWMP Objectives
Ensure that all new capital stormwater works are fit for purpose.	<ul style="list-style-type: none"> <li>• Existing and future flood risks are managed to maximise outcomes for the community.</li> <li>• Community values are reflected in stormwater planning.</li> <li>• Healthy and valued waterways.</li> <li>• Healthy and valued urban and rural landscapes.</li> </ul>
Increase Council’s knowledge of the current stormwater asset base and the existing and future flood risk across the municipality.	<ul style="list-style-type: none"> <li>• Existing and future flood risks are managed to maximise outcomes for the community.</li> </ul>
Enhance communications with residents, landowners and developers who live and work within the municipality to clearly articulate issues, solutions, and responsibilities related to stormwater management and flooding.	<ul style="list-style-type: none"> <li>• Community values are reflected in stormwater planning.</li> <li>• Utilising Stormwater as a resource.</li> <li>• Healthy and valued waterways.</li> <li>• Healthy and valued urban and rural landscapes.</li> <li>• Strategic Partnerships.</li> </ul>

## 6 Challenges and Opportunities

There are many challenges and opportunities in stormwater management in the Yarra Ranges:

- size of the municipality
- abundance of high value waterways
- constrained funding
- growth and development plans
- ageing infrastructure
- existing flood risk
- climate change and resilience.

### 6.1 Municipal Size, Geography and High Value Waterways

The Yarra Ranges municipality is the largest in area of all local government areas in Melbourne. It covers an area of 2450 square kilometres. The majority of the upper catchment is protected forest. Development occurs across the municipality through forest, farmland and urbanised areas. The Council managed drainage network is over 790 km, contains over 29,000 pit structures and over 20 km of minor culverts. There are over 1,962 km of Melbourne Water managed waterways, 64 km of open channels and 42 km of underground drainage. The majority interfaces with Council’s stormwater drainage network.

The geographic spread and topography of the area presents unique challenges. Also, the large geographic size of Yarra Ranges means it is more costly to deliver services. There are also greater distances for residents to access services. The roads, footpaths, bridges and drainage need to be maintained and renewed into the future.

The Yarra Ranges contains pristine and highly valued waterways including the headwaters of the Yarra River. Most of the Yarra Ranges has been identified as a Stormwater Priority Area within the Healthy Waterways Strategy 2018-2028. These are areas with high ecological values, making it critical to ensure protection from the impacts of urban development. This protection is essential to maintain the natural water cycle and safeguard the health of the waterways.

## 6.2 Water in the Landscape

Water and flooding are part of our natural environment and landscape. However, there is not an engineering solution for every stormwater issue. We aim to integrate traditional knowledge and innovative approaches in managing stormwater. Through continuous monitoring, research, and adaptation, we aim to build a resilient future. This will help ensure sustainable stormwater resource management within the Yarra Ranges.

## 6.3 Ageing Infrastructure

Many older areas contain drainage infrastructure of previous standards. This met requirements then, but not necessarily now. A lot of the original drainage infrastructure was designed for a lower-density developments with significant areas that allow water to soak into the ground compared to today's standards. With new Drainage assets, once constructed, are not guaranteed to maintain their designed capacity indefinitely due to potential future development, increased rainfall intensity from climate change, and the natural ageing of infrastructure.

## 6.4 Constrained Funding

The maintenance and construction of the stormwater infrastructure across such a large area requires considerable budget. The Council Plan identifies that there are reduced options to raise revenue due the introduction of rate capping by the State Government while at the same time needing to ensure essential community services are accessible. The Council Plan further identifies that there is a need for significant investment in our ageing infrastructure to meet the expectations of the community.

## 6.5 Growth and Development

Yarra Ranges has a population of approximately 159,000. Predicted to grow to 180,000 residents by 2041, which is an average annual growth rate of 0.7%. This future growth will not be equal across the Yarra Ranges. Majority of the growth expected is forecasted to be concentrated in urbanised part of Yarra Ranges. These are the suburbs of Lilydale, Chirnside Park, Mooroolbark and Kilsyth. The Council Plan identifies the need to manage future growth and consider impacts of development across the municipality.

Urban development also presents specific threats to our water resources. Hard surfaces cause rainwater to flow over the landscape, rather than naturally soaking into the soil. This causes high flows of water to enter streams and creeks, causing erosion and damage to fish and platypus habitat. The stormwater runoff also carries pollution to the waterways.

Sustainable stormwater management measures need to consider the protection of waterways. Protecting waterways can be partly met by keeping more stormwater within the catchment. This



needs to be balanced with flood protection. Strategic initiatives in new developments can also be used such as the storage of water within open spaces, buildings, and roadways for reuse. This can create opportunities for more sustainable water usage and provide more drought resilient Council assets.

## 6.6 Flooding, Climate Change and Resilience

Many properties in the Yarra Ranges are potentially flood prone (The Flood Management Plan, 2016). Major contributors to this are:

- increased housing density
- developments within floodplains and overland flow paths
- no formal overland flow paths

Council's Flood Management Plan (2016) identifies known flood hotspots throughout the municipality. Council attend to many floods and drainage requests each year across the municipality.

The Council Plan notes frequency and severity of extreme weather events will increase. This includes floods and storms.

Development and climate change increases stormwater runoff entering creeks and rivers.

By 2100, Yarra Ranges may see an 18.5% increase in rainfall intensity and a temperature rise of 3.48°C. Increased urbanisation and hard surfaces will likely increase flood risk and pressure on the drainage network. The Development Engineering Guidelines will require all new developments to account for an 18.5% increase in rainfall intensity in designs for the 2100 planning horizon.

Council will consider impacts of more rainfall in their stormwater management and planning. In planning, Council will:

- use industry standard approaches, State and local strategies, plans and frameworks
- update Council's Development Engineering Guidelines to require all new developments to account for an 18.5% increase in rainfall intensity in designs
- investigate opportunities of IWM and water sensitive urban design
- investigate and build fit for purpose water supply where possible, for example, harvesting stormwater and reusing it to irrigate open spaces
- support WSUD initiatives to incorporate passively irrigated street trees with stormwater runoff. This supports increasing tree canopy on public land as per Council's Tree Canopy Strategy
- require that all new developments incorporate an 18.5% increase in rainfall intensity in all designs for the planning horizon of 2100.

## 6.7 Landslips and the Environmental Management Overlay

Council's Erosion Management Overlay (EMO) identifies areas that are at risk of landslip. The likelihood of slip is a factor of slope, soil type, what structures are on the ground, and rainfall. Long periods of consistent rainfall can cause saturation of the soil which may lead to landslips. Similarly, large volumes of water introduced to a landslip area can lead to landslips.

## 7 Stormwater Management Plan 2024-2034

Key actions relating to the entire Stormwater Management Plan include SWMP20, SWMP22, SWMP23, SWMP26, and SWMP27

### 7.1 Mission

At Yarra Ranges Council, our mission is to proactively manage stormwater to safeguard our community, preserve natural ecosystems, and promote sustainable development practices.

We strive to minimise flood risk while protecting our waterways and the health of our communities amidst the increasing frequency and severity of severe weather events.

Through innovative strategies, continuous monitoring, and collaborative partnerships, we aim to adapt to evolving environmental challenges and build a future where stormwater management serves as a foundation for thriving, resilient communities within the Yarra Ranges municipality.

### 7.2 Objectives, Targets and Measures

Note: These will be delivered via the actions in the Yarra Ranges SWMP (refer section 7.11)

Key objectives and indicators of the Yarra Ranges Stormwater Management Plan are outlined below.

- Utilising Stormwater as a resource
  - Increase fit-for-purpose use of stormwater and rainwater
- Existing and future flood risks are managed to maximise outcomes for the community
  - Reduce the impacts of dangerous flooding now and into the future with development and climate change
  - Increase cross-consideration of flood mitigation and integrated water management
  - Improve community education around the flood management function of roadways
- Healthy and valued waterways
  - Reduce the total urban stormwater runoff volume discharged to receiving waters
  - Decrease pollutants discharged to receiving waters
  - Protect high value waterways
- Healthy and valued urban and rural landscapes
  - To minimise increases in stormwater due to development and protect the environmental values and physical characteristics of the landscape from degradation by stormwater
  - To ensure integrated stormwater management that maximises ecosystem services, such as cooling and local habitat improvement, and provides attractive and enjoyable spaces
- Community values are reflected in stormwater planning
  - Increase organisational capacity to partner with Traditional Owners to be able to respectfully acknowledge the connection of Traditional Owners to the land and waterways and include indigenous knowledge in stormwater management

- Engage with the community during flood mapping and stormwater management projects and studies to support and enhance community connection with and understanding of the water cycle
- To enable better asset management with improved efficiencies and overall cost reductions for Council via strategic planning
- Respond to climate and climate change related events through resilience planning
- Strategic Partnerships
  - Increased collaboration with other organisations to support strategic stormwater management

The objectives come from the Yarra and Dandenong Catchment Integrated Water Management (IWM) Plans and connect strongly to the Council's IWM Plan. The targets in the table below help meet these plans' goals to reduce Annual Average Damage (AAD), consider IWM and flood mitigation for all projects, and reduce annual mean run-off. Links to the Monitoring, Evaluation, Reporting, and Improvement Plan (MERI) indicators of the Yarra and Dandenong Catchment IWM Plans are included for future reporting.

Objective	Indicator	Measure	Target
Utilising Stormwater as a resource	Increase fit-for-purpose use of stormwater and rainwater	Percentage of new buildings and new development areas with opportunities for water reuse that have storage and reuse installed (%). <b>Note:</b> Council's IWMP will also focus on storage and reuse options for open spaces, parks and Council buildings  Links to MERI indicator 1.2.	90-100% of new buildings and new development areas with opportunities for water reuse that require a planning permit to have storage and reuse installed by 2025. All other buildings and areas encouraged.
Existing and future flood risks are managed to maximise outcomes for the community.	Reduce the impacts of dangerous flooding now and into the future with development and climate change.	Area of the municipality which has been flood mapped and has in place a catchment-wide stormwater strategy including identification of mitigation projects.	50% of the municipal catchments considered in the prioritisation framework to have their mapping completed by 2029.
		Reduction in community exposure to hazardous flooding delivered by flood management initiatives.	Investment decisions use an appropriate cost/benefit assessment. Capital works programs are informed by asset management plans and are included in the long-term financial plan.
		Annual Average Damage (AAD) reduction delivered by flood management initiatives (\$ millions addition to baseline).  Links to MERI indicator 3.1  <i>N.B. Council's IWMP will contain targets relating to TN, TP and TSS reductions</i>	Reduction in Annual Average Damage (AAD) delivered by flood management initiatives. Capital works programs are informed by asset management plans and are included in the long-term financial plan.
Increase cross-consideration of flood mitigation and integrated water management		Number of projects that include IWM opportunities.  Links to MERI indicator 3.3.	Increase the number of projects cross-consider IWM and flood mitigation opportunities as part of their design by 2030 and maintained by 2050 in line with the <i>Yarra and Dandenong Catchment IWM Plans</i> . This includes consideration of

Objective	Indicator	Measure	Target
			opportunities to achieve stormwater, open space and/or amenity outcomes on all existing and future flood infrastructure projects.
	Improve community education around the flood management function of roadways.	Community survey.	Improvement in knowledge base.
Healthy and valued waterways	Reduce the total urban stormwater runoff volume discharged to receiving waters.	<p>Mean annual urban runoff volume reduction:</p> <ul style="list-style-type: none"> <li>Urban runoff volume reduction achieved by WSUD assets (infiltrated in ML/y)</li> <li>Rainwater use for residential, commercial and industrial development (ML/y)</li> <li>Stormwater use for public open space and infiltration (ML/year)</li> </ul> <p>Links to MERI indicator 4.1.</p>	<ul style="list-style-type: none"> <li>Decrease urban runoff volume via WSUD.</li> <li>Increase rainwater use for residential, commercial and industrial development via increase in new buildings with rainwater tanks.</li> <li>Increase stormwater use for public open space and irrigation.</li> </ul>
	Decrease pollutants discharged to receiving waters.	Percentage of new developments that require a planning permit that meet best practice water quality guidance within the same catchment (i.e. via on-lot WSUD, street-scale WSUD or downstream IWM/WSUD) (%).	Increase in percentage of new developments that meet best practice water quality guidance within that catchment.
		Percentage of new developments that require a planning permit that pay a stormwater offset to Melbourne Water.	Year on year reduction in percentage of new developments that require a planning permit that contribute a stormwater offset contribution to Melbourne Water.
	Protect high value waterways	% Directly Connected Imperviousness (DCI) in priority catchments.  Links to HWS target.	Achieve minimal net increase in DCI in priority catchments.
Healthy and valued urban and rural landscapes.	To minimise increases in stormwater due to development and protect the environmental	Target established for road sealing program.	Baseline and target for stormwater management associated with road sealing programs determined.

Objective	Indicator	Measure	Target
	<p>values and physical characteristics of the landscape from degradation by stormwater.</p> <p>To ensure integrated stormwater management that maximises ecosystem services, such as cooling and local habitat improvement, and provides attractive and enjoyable spaces.</p> <p><i>N.B. this indicator, measure and target can also sit in the below objective.</i></p>	<p>Area (m<sup>2</sup>) of blue-green infrastructure created or enhanced by WSUD or IWM.</p> <p>Links to MERI indicator 6.2.</p>	<p>Year on year increase in area of blue-green infrastructure created or enhanced by WSUD or IWM.</p>
<p>Community values are reflected in stormwater planning.</p>	<p>Increase organisational capacity to partner with Traditional Owners to be able to respectfully acknowledge the connection of Traditional Owners to the land and waterways and include indigenous knowledge in stormwater management.</p>	<p>Partner with the Traditional Owners and engage other community groups during flood mapping and catchment management projects so that natural flow paths are understood and protected.</p>	<p>Identify natural flow paths through flood mapping programs and engagement in flood mapping programs for 100% of all high-priority catchments identified in the catchment prioritisation framework.</p>
	<p>Engage with the community during flood mapping and stormwater management projects and studies to support and enhance community connection with and understanding of the water cycle.</p>	<p>Extent of engagement with community on the delivery of stormwater services and participation with a community reference group.</p>	<p>All flood mapping and mitigation studies include community engagement and participation with community reference group.</p>
	<p>To enable better asset management with improved efficiencies and overall cost reductions for Council via strategic planning.</p>	<p>Area of the municipality which has been flood mapped with pipe/pit/channel blockage scenarios included.</p>	<p>50% of the municipal catchments considered in the prioritisation framework to have their mapping completed by 2029, including pipe/pit/channel blockage modelling where those assets exist.</p>

Objective	Indicator	Measure	Target
	Respond to climate and climate change related events through resilience planning.	Number of public and private drainage and stormwater designs which include climate change factors.	100% of public and private drainage and stormwater designs which include climate change factors.
Strategic Partnerships	Increased collaboration with other organisations to support strategic stormwater management	Number of partnerships for flood or stormwater projects undertaken.  Links to MERI indicator E3.	Partnerships pursued for all flood mapping/mitigation or stormwater infrastructure projects.

### 7.3 Managing Drainage and Flood Requests

Stormwater drainage network issues will be reviewed using Flood modelling, asset surveys and local knowledge collected via drainage complaints and post flood event data. This will provide 'pulse checks' of the stormwater drainage network.

Drainage and flood issues reported by residents will be categorised by severity. Issues will be ranked against all municipal stormwater management issues. Council will let the community know the priority ranking of issues. This approach will ensure that capital and operational expenditure is prioritised appropriately to address the most severe problems first.

Council will use the collated drainage and flood requests to:

- add new projects to Council's Project pipeline
- reprioritise projects that are already within Council's Project pipeline
- respond to residents about the prioritisation program, linked to Council budgets
- manage capital expenditure on drainage assets in an efficient and equitable manner.

The following will be shared with community:

- A public fact sheet that describes how flood mapping and drainage issues are prioritised.
- The process for prioritisation of reported flood and drainage issues and complaints. This involves a new classification system for all flooding issues reported by residents. This will help more efficiently and effectively manage issues and enquiries. A public fact sheet will be developed.
- A public fact sheet that describes how Council will manage new developments in respect to flooding.
- A public fact sheet that outlines authority and private responsibilities. This includes responsibilities for private-to-private property flooding with no infrastructure and property access.

Relevant Actions within the Implementation Plan - SWMP15, SWMP16, SWMP17, SWMP18, SWMP19, SWMP24, and SWMP26

### 7.4 Updates to Development Engineering Guidelines and Planning Permit Processes

The Yarra Ranges Council Engineering Development Design Guidelines 2024 (the Engineering Guidelines) will be updated to include:

- A requirement for all applicable development classes to comply with the Best Practice Environmental Management Guidelines (BPEMG) performance requirements.
- Yarra Ranges Planning Scheme provisions and requirements that support sustainable stormwater management.
- Design specifications and requirements for the design of stormwater management systems.
- Examples of acceptable on-lot and street-scale water sensitive urban design options.
- Climate change factors in Permissible Site Discharge and Onsite Detention requirements.
- A requirement that all new developments incorporate an 18.5% increase in rainfall intensity in all designs for the planning horizon of 2100.

The updates will:

- Reflect Council's technical requirements for stormwater and associated works.



- Allow them to be more understood by land developers and engineering consultants. This will result in more plans prepared to standard, endorsed with minimum delay and constructed to an acceptable sustainable standard.
- Reflect impacts of climate change and increased urban development. These impacts are likely to be an increased flood risk and pressures on the drainage network.

Council will use the Engineering Guidelines to:

- Communicate its position on stormwater management and linkages with policies, plans, and requirements.
- Communicate the standards and requirements for stormwater management in new developments.
- Provide up-to-date technical guidance and direction to land developers and engineering consultants.
- Clarify the differences in responsibility between private developers and Council in relation to the implementation and management of stormwater assets.
- Outline the approval process required for new developments and contact points between Council and developers. This will help facilitate efficient, equitable and appropriate designs and approvals.

Relevant Actions within the Implementation Plan - SWMP2, SWMP3, SWMP10, SWMP11, SWMP12, SWMP13, SWMP18, SWMP19, and SWMP25

### 7.5 Investigation of Stormwater Offsets

Under the Victorian Planning Rules, developments need to treat stormwater to prevent pollution. Sometimes you can do this on-site using rainwater tanks or rain gardens. But sometimes there isn't enough space or there are other technical reasons why they won't work.

In these cases, a better environmental outcome may come by treating stormwater offsite. For example, by using a larger treatment asset within the same catchment, like a man-made wetland.

Instead of treating all their stormwater on-site, developments can pay a stormwater offset fee. The current Stormwater Offset Program requires developers to make a financial contribution to Melbourne Water, which then allocates funds to councils based on project priorities.

The Implementation Plan includes an Action to Investigate a Stormwater Offset Program managed by Council. Council managed Offset Program allows the municipality to receive financial contributions directly towards council projects. This program would enable Council to prioritise and fund stormwater management projects that align with local needs and strategic goals.

Relevant Actions within the Implementation Plan - SWMP9

### 7.6 Establishing Strategic Partnerships

Strategic partnerships are vital for the Stormwater Management Plan. Collaborating with agencies like the Department of Energy, Environment, and Climate Action (DEECA) and Melbourne Water (MW) is crucial for joint stormwater projects.

Engaging and educating the community about stormwater management is also important to the plan's success. Council will develop and distribute educational materials, such as fact sheets, to inform residents about flood risks, Water Sensitive Urban Design (WSUD), Integrated Water Management (IWM) practices, and individual responsibilities in managing stormwater.

Involving community groups and stakeholders in planning and decision-making fosters a sense of ownership and collaboration. A significant initiative is the establishment of a Community Reference

Panel. This panel will include representatives from diverse community groups and stakeholders who will provide input and feedback on stormwater management projects and strategies. The Community Reference Panel will serve as a bridge between the municipality and its residents, ensuring community concerns and suggestions are considered in the decision-making process. This approach ensures the community is well-informed and actively contributing to stormwater management efforts, enhancing the plan's effectiveness and acceptance.

Relevant Actions within the Implementation Plan - SWMP26, SWMP28, and SWMP30

### 7.7 Exploring Funding Mechanisms

There are multiple funding mechanisms available for drainage and stormwater management. Examples include:

- Stormwater offsets (Victorian urban and collected by Melbourne Water)
- Drainage scheme contributions
- Melbourne Water quality and quantity infrastructure – sometimes handed over to council (not as a rule though)
- Developer Contribution Plans
- Special rates and charges
- General rates
- Grants
- Leveraging other plans such as road upgrades and infrastructure
- Melbourne Water partnership on flood modelling, mapping and planning scheme amendments
- Melbourne Water redevelopment schemes
- Partnerships with major projects
- Federal and state funding

Council will explore more options as per the Implementation Plan.

Relevant Actions within the Implementation Plan - SWMP9, SWMP14, SWMP29, and SWMP31

### 7.8 Waterway Prioritisation Framework: Where to Focus WSUD and IWM Initiatives

The Yarra Ranges contains pristine waterways, including the headwaters of the Yarra River. The community value these and they have high ecological importance. Rain that falls in the catchments makes its way to these waterways. When development happens, areas that were once forest, farm or more natural surfaces end up becoming covered with concrete and other 'hard' surfaces. These new surfaces cause rainwater to flow over the landscape rather than naturally soaking into the soil. This causes higher than natural flows of water to enter streams and creeks. The outcome is potential erosion and damage to fish and platypus habitat. The stormwater runoff can also carry pollution to the waterways. Our waterways need to be protected by keeping some of the stormwater within the catchment. This needs to be balanced with maintaining flood protection.

The stormwater condition of a catchment is measured by 'directly connected imperviousness' (*Healthy Waterways Strategy*). The measure is general and includes:

- all aspects of waterway condition that are known to be impacted by development and urbanisation
- increases in flows due to more hardstand surface area (i.e. from more road pavement post-development) and reductions in water quality (i.e. Increases in gross litter and silt entering the waterways)

Most of the Yarra Ranges municipality is identified as having high priority waterways (*Healthy Waterways Strategy*). Consequently, there are ambitious stormwater management targets.

The updates to Council's Development Engineering Guidelines will help meet harvesting and best practice infiltration targets. Additionally, the Directly Connected Imperviousness (DCI) waterways prioritisation framework will help identify locations for IWM and WSUD initiatives and stronger stormwater management.

Prioritisation of WSUD and IWM initiatives will enable more targeted effort that is more effective in achieving desired outcomes.

Datasets used in the prioritisation process include:

- Healthy Waterways Strategy Priority Areas (Melbourne Water)
- Current waterway DCI and future waterway DCI under a Business As Usual (BAU) scenario (Melbourne Water)

Figure 7-1 highlights current waterway DCI, while Figure 7-2 shows the expected change in DCI from current to 2060 under a BAU scenario. The final waterway prioritisation is shown in Figure 7-3, which is based on the following prioritisation framework:

- All DCI Current where DCI Change is 0%
- DCI Current of 10% and above and DCI Change of above 0%
- DCI Current of 5% to 9% and DCI Change of above 0%
- DCI Current of 2% to 4% and DCI Change of above 0%
- DCI Current of 1% and DCI Change of above 0%

Where:

- Red catchments waterways are of a high to very high condition currently and are projected to have a DCI change in future under BAU development.
- Orange catchments waterways are of a moderate condition currently and are projected to have a DCI change in future under BAU development.
- Yellow catchments waterways are of a low condition currently and are projected to have a DCI change in future under BAU development.
- Green catchments waterways are of a very low condition currently and are projected to have a DCI change in future under BAU development.
- Blue catchments waterways do not have an increase in DCI projected in this dataset. Catchments containing blue waterways may still have rural road sealing programs being undertaken.

Research has concluded that waterway health declines significantly when DCI exceeds 2% of catchment area. The prioritisation above shows catchments requiring the most effort and attention to maintain desirable levels of DCI. This is based on given projected increase in DCI, with red being the highest priority.

The 2024 Housing Strategy's Consolidation, Restricted Change and Least Change precincts are shown in the maps. This indicates where focus will be required in managing any potential increases in DCI as development occurs.

Relevant Actions within the Implementation Plan - SWMP1, SWMP10, SWMP11, SWMP12, and SWMP13.

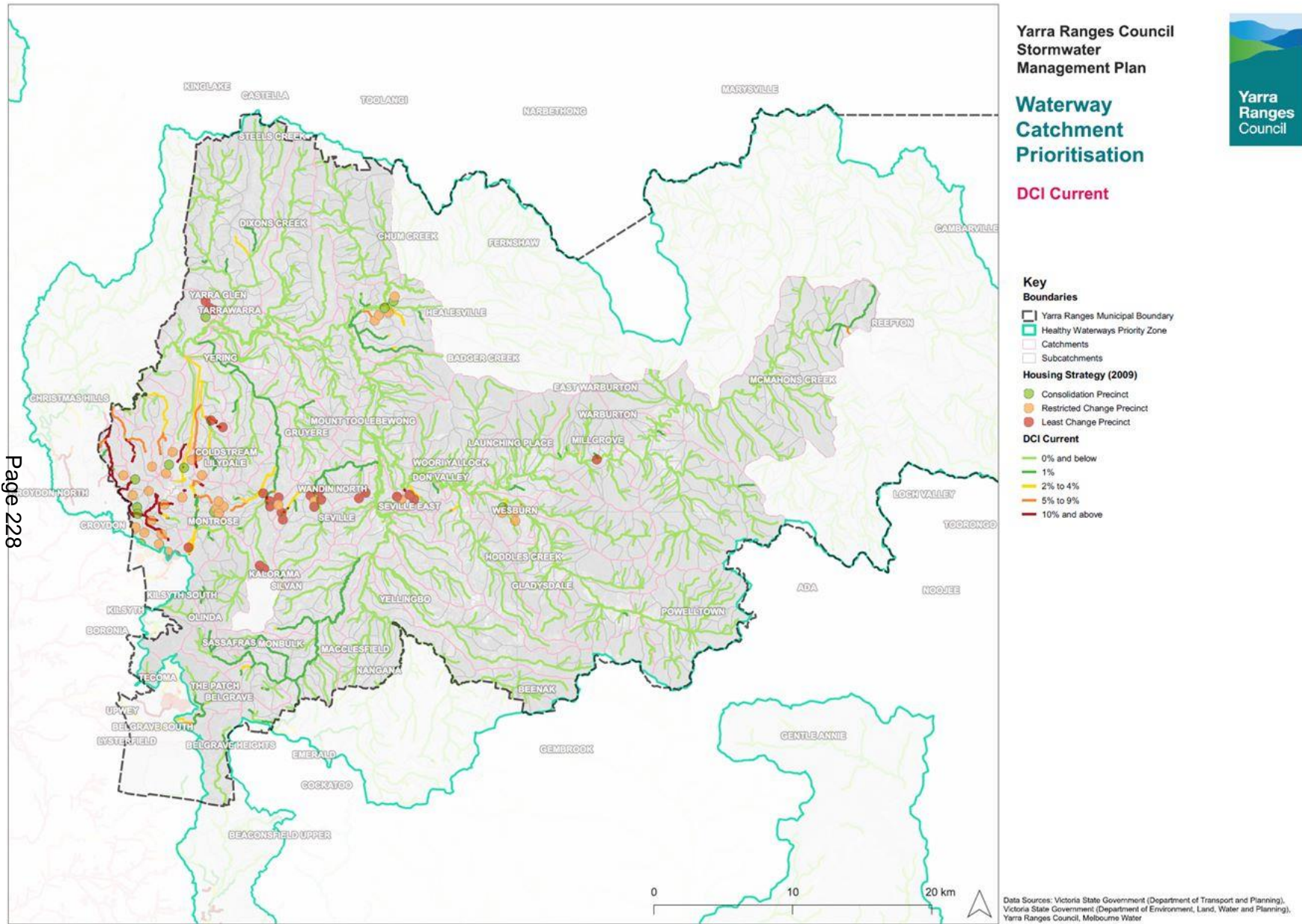
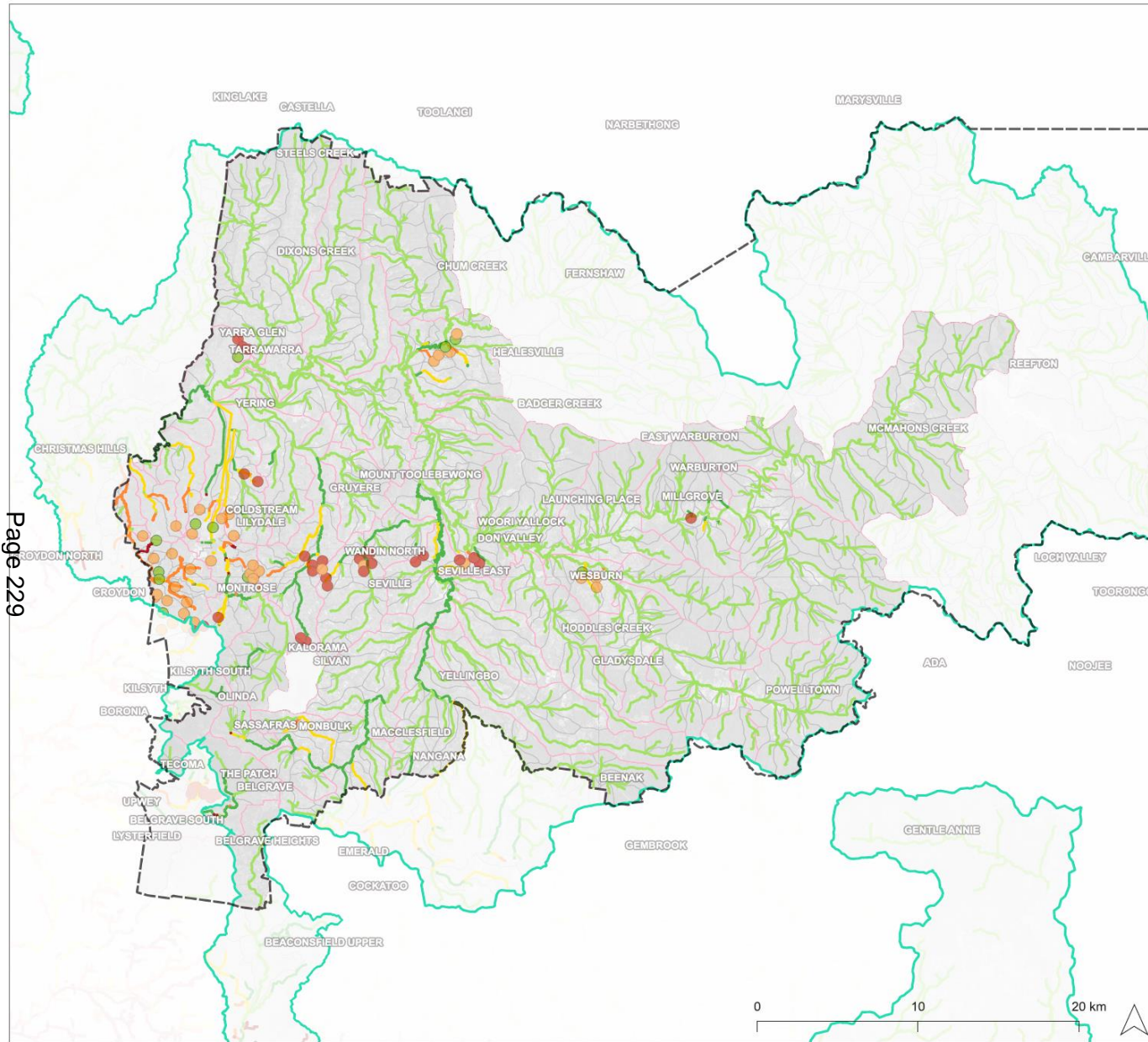


Figure 7-1 Current waterway DCI



**Yarra Ranges Council  
Stormwater  
Management Plan**



**Waterway  
Catchment  
Prioritisation**

**DCI Change**

- Key**
- Boundaries**
    - ▭ Yarra Ranges Municipal Boundary
    - ▭ Healthy Waterways Priority Zone
    - ▭ Catchments
    - ▭ Subcatchments
  - Housing Strategy (2009)**
    - Consolidation Precinct
    - Restricted Change Precinct
    - Least Change Precinct
  - DCI Change**
    - 0% and below
    - 1%
    - 2% to 4%
    - 5% to 9%
    - 10% and above

Data Sources: Victoria State Government (Department of Transport and Planning),  
Victoria State Government (Department of Environment, Land, Water and Planning),  
Yarra Ranges Council, Melbourne Water

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Figure 7-2 Predicted change in DCI of waterways (to 2060 under a BAU scenario)

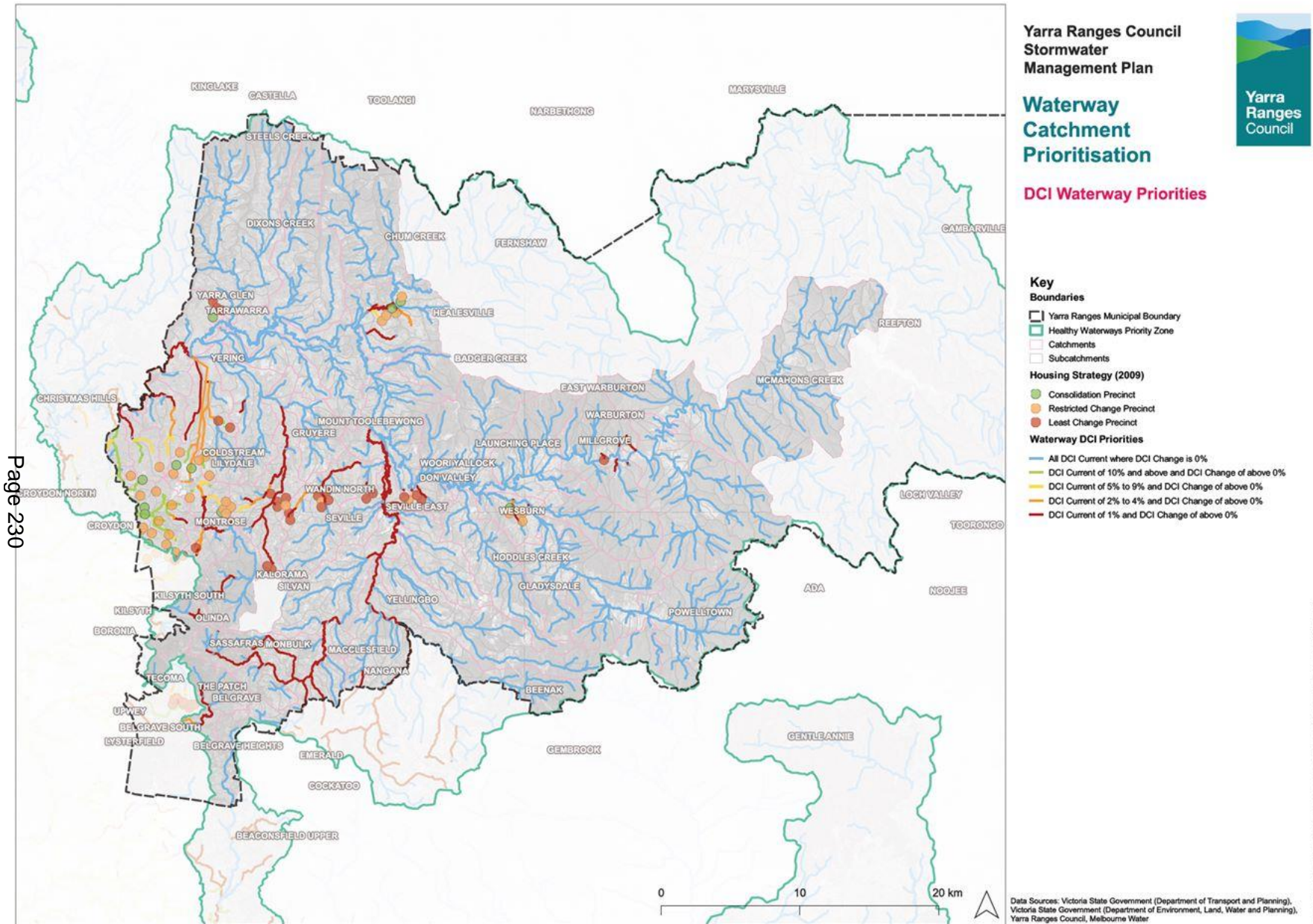


Figure 7-3 Waterway prioritisation

## 7.9 Flood Mapping Program

Stormwater is rainwater that runs off surfaces such as rooftops, roads, carparks, and other 'hard surfaces'. It can also come from hard grassed surfaces such as lawns and ovals. The drainage network helps to capture and move it away from people and buildings. It eventually flows to the waterways.

There are events when there is a large amount of rain or rain in a short amount of time, the water can't get into the drains quickly enough. The drains may not have been designed to take the amount of rain, or there may not be drainage structures present to move the stormwater away. When this happens, some of the stormwater flows over the ground instead and can cause flooding. This can happen quickly and without warning. This is known as 'pluvial', 'overland' or 'flash' flooding.

Another type of flooding that occurs in Yarra Ranges is 'fluvial' or 'riverine' flooding. Fluvial flooding is what happens when a river, creek or other waterway overtops its banks and floods the land around it. This flooding can also cause the drainage network to back up and surcharge (come out) in the catchment itself, worsening the flooding.

Each type of flooding is different and can affect the environment and people in different ways.

Under Regulation 148 of the Building Regulations 2018, Council is now required to prepare mapping for areas under its control that are liable to flooding.

The Flood Mapping Program is a fundamental component of the Stormwater Management Plan, aimed at identifying flood-prone areas within the municipality. The Flood Mapping Program will be delivered by Melbourne Water in collaboration with Council.

Flood mapping involves the use of historical flood information and modern mapping techniques to accurately predict where water will flow and where flooding may occur during storm events.

Current and reliable flood mapping information is essential to understand and manage flood risk. It is used to:

- Conduct drainage improvement works through Council's Annual Capital Works Program, such as the installation of new drainage, flood retarding basins, and stormwater harvesting/reuse works.
- Maintain and renew drainage assets, including pipe and pit cleaning, street sweeping to minimise leaf debris, and repairing Council-managed stormwater drains and pits.
- Provide flood management and prevention advice to landowners.
- Support the work of the SES in preparing for emergency flood events and providing assistance during events.
- Educate and prepare our community through flood information.
- Ensure that new developments appropriately consider flood events/impact and implement any required drainage upgrades through development construction.

The flood mapping process will also be informed by the latest available data and guidance recommended under the 2019 version of Australian Rainfall and Runoff.

Following the development of the Draft Flood Map, Council will engage with community to understand the impacts on properties and make updates to the draft flood maps accordingly.

Relevant Actions within the Implementation Plan - SWMP4, SWMP5, SWMP21, SWMP28 and will help deliver SWMP6, SWMP7, SWMP8, SWMP22, SWMP23

## 7.10 Flood Catchment Prioritisation

Given the scale and size of our municipality, it is important to prioritise catchments for Stormwater Planning Initiatives. Flood Catchment Prioritisation will guide initiatives like the Flood Modelling Program, Drainage Asset Surveys, and drainage upgrades (note: Catchment Prioritisation is not the only criterion for drainage upgrades – other factors such as flood velocity, depth, number of properties impacted will also form part of the project prioritisation).

The information used to prioritise the catchment areas includes:

- whether or not there were flood hotspots
- the type of development (if any) expected
- whether there are any facilities that are considered ‘vulnerable’
- how much ‘hard surface’ drains directly to waterways now, and how much this is expected to change in the future.

There are 49 identified catchment areas that have been prioritised. Further details about the prioritisation process are in Appendix A. The results of the prioritisation process are shown in Figure 6.4.

A map has been created for each catchment area. Each map is accompanied by a table of important information and potential opportunities. Figure 6.5 provides an example of one of the maps for an area. Lilydale, Mt Evelyn, and Montrose are included. Table 6.1 provides an example of one of the catchment area information tables. The remaining maps are in Appendix D and the remaining tables are in Appendix E.

Key information shown on the maps includes:

- Approximate locations of Consolidation, Restricted Change, and Least Change Precincts (2024 Housing Strategy)
- High, medium, and low priority flood hotspots (per 2016 FMP)
- Current DCI of waterways in the catchment area
- Approximate locations of stormwater harvesting and stormwater infiltration opportunities identified by Council
- Locations of vulnerable facilities
- Land Subject to Inundation Overlay extents
- Known flood extents (from either Melbourne Water or Council flood mapping)
- Locations of Melbourne Water stormwater channels and pipes
- Locations of Council stormwater pipe



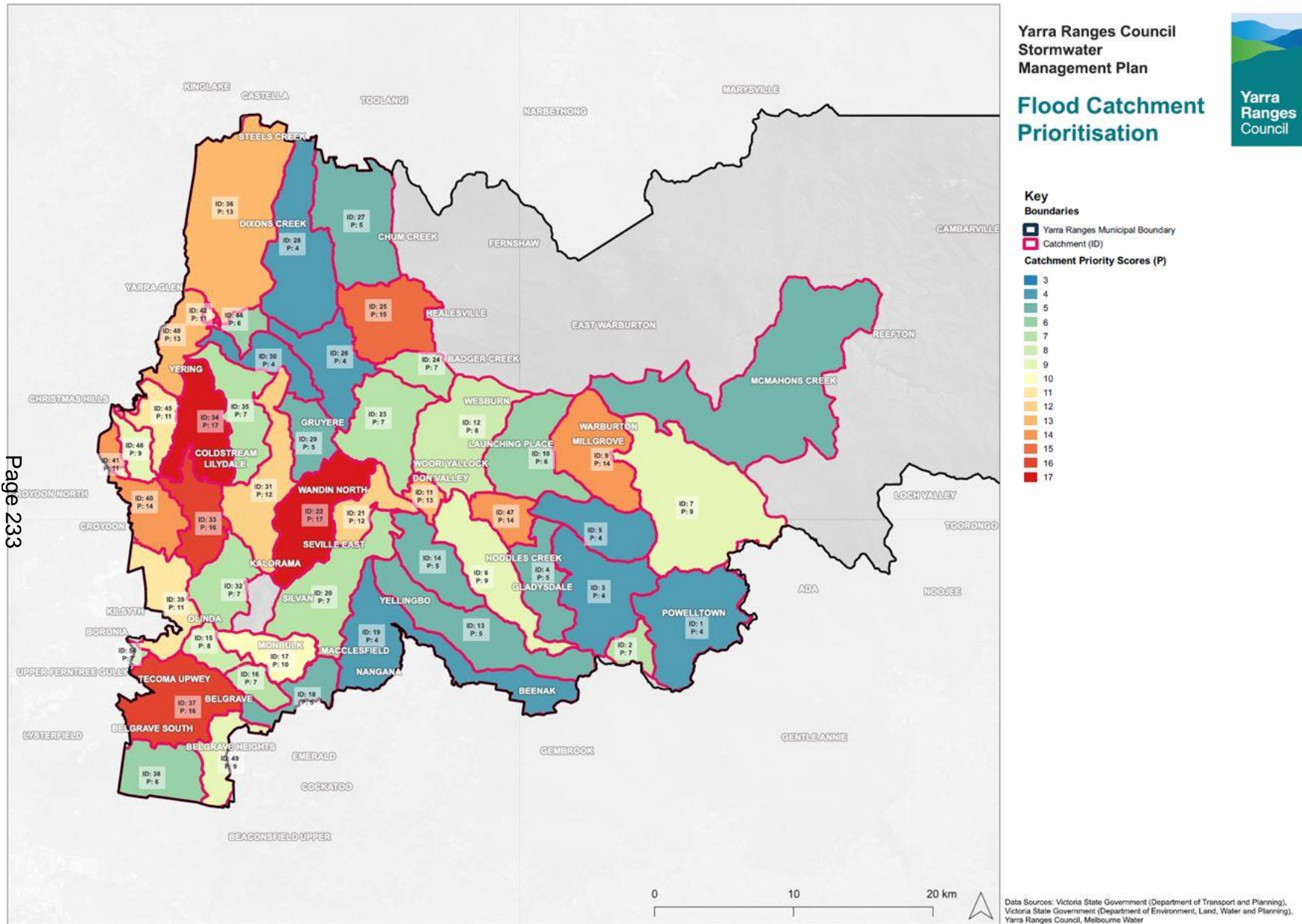
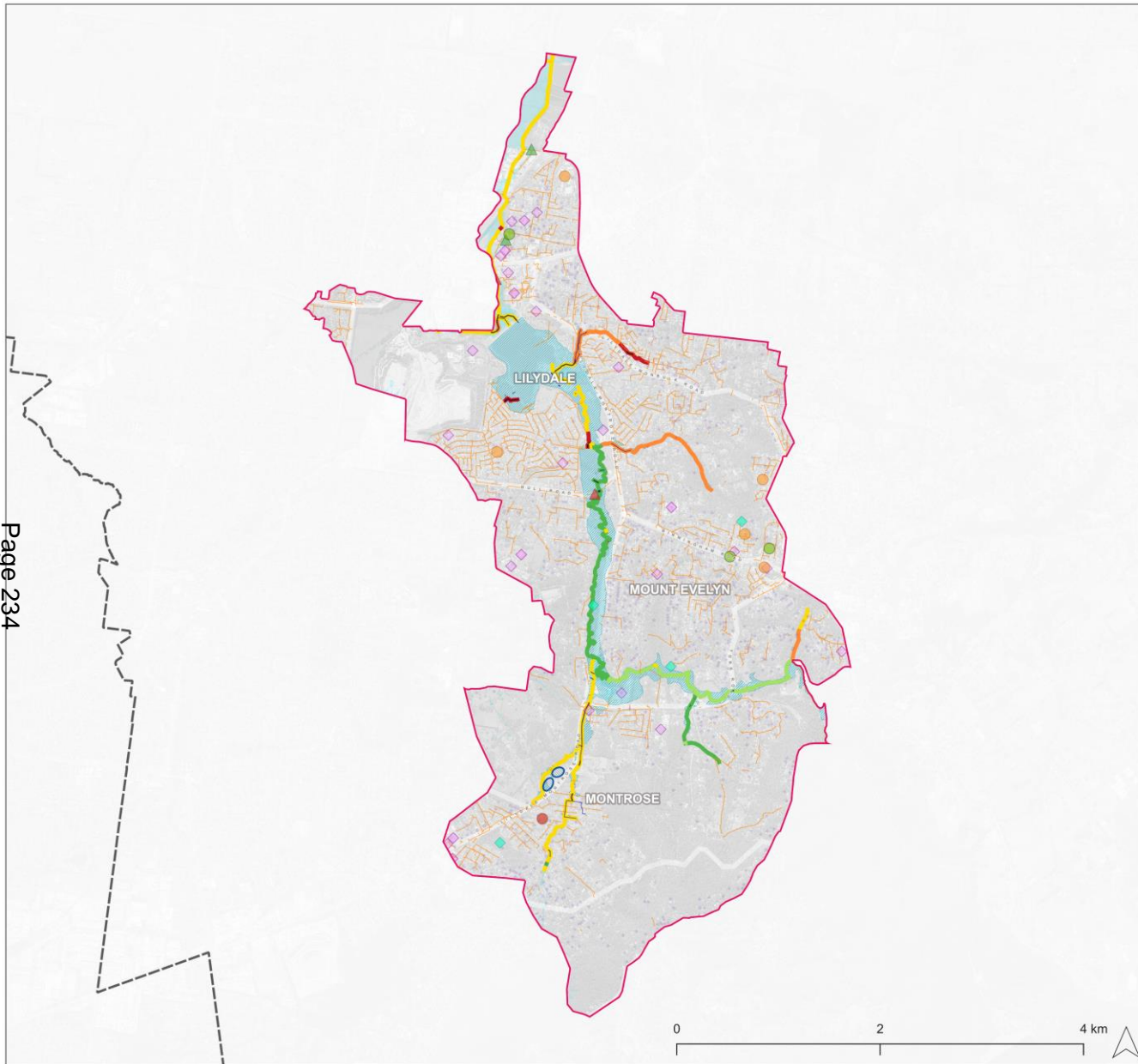


Figure 7-4 Flood mapping catchment area prioritisation (where ID is the catchment ID and P is the priority score, with a higher P number being higher priority)



**Yarra Ranges Council  
Stormwater  
Management Plan**



**Catchment 33**

**Key**

**Boundaries**

- Yarra Ranges Municipal Boundary
- Catchment

**Housing Strategy (2009)**

- Consolidation Precinct
- Restricted Change Precinct
- Least Change Precinct

**Flood Hotspots**

- High Priority
- Medium Priority
- Low Priority

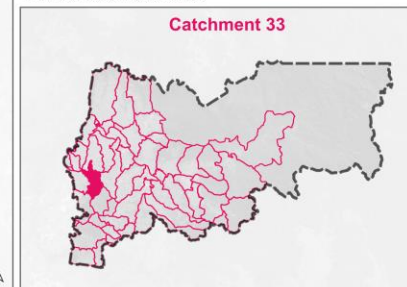
**Waterways DCI Current**

- 0% and below
- 1%
- 2% to 4%
- 5% to 9%
- 10% and above

**Other Data**

- Stormwater Harvesting Opportunities
- Stormwater Infiltration Opportunities
- Flood-related Customer Requests (to July 2022)
- Vulnerable Facilities
- LSIO
- Flood Extent (MW Waterways, MW Underground & YRC Flood Extent)
- MW Stormwater Channels
- MW Pipes
- Council Stormwater Assets

Data Sources: Victoria State Government (Department of Transport and Planning),  
Victoria State Government (Department of Environment, Land, Water and Planning),  
Yarra Ranges Council, Melbourne Water



YARRA\_RANGES\_COUNCIL\_Presentation\_v4.3\_Annex07\_2024-01-1512:15:06:28

Figure 7-5 Example catchment area map

Table 7-1 Example catchment area information table

## Catchment 33

Safe, secure and affordable water supplies in an uncertain future / Enablers	
Are there active open spaces/sports fields that present opportunity for use of stormwater in irrigation of those areas?	Active open space irrigation opportunity.
Existing and future flood risks are managed to maximise outcomes for the community	
Is there a Housing Strategy 2009 area within the catchment?	The catchment has a housing strategy (2009) precinct. Consolidation:3 Least:1 Restricted:5
Does waterway flood modelling exist?	There is waterway flood modelling.
Does stormwater flood modelling exist?	The catchment does not have stormwater flood modelling.
Are there flood hotspots and/or drainage complaints?	There are flood hotspots in the catchment. The catchment has 5866 flood-related customer requests.
What are the major planning scheme zones in the catchment?	Mount Evelyn, Lilydale and Montrose form the majority of this catchment. The catchment is a wide mix of zones.
Healthy and valued urban and rural landscapes	
Are there townships or urban areas that may present opportunities for passive irrigation of tree pits or other WSUD elements in support of the Tree Canopy Strategy?	Lilydale
Are there many rural roads that may need to be sealed?	Opportunities to incorporate site appropriate stormwater management during road sealing programs.
Enablers	
Are there many waterways in the catchment that would be potential for external co-funding of flood mapping?	The tailwater level would need to come from Melbourne Water models, therefore they should be consulted early on. The catchment is highly pervious, with several waterways, hence there is opportunity to partner with Melbourne Water during flood mapping.
Existing and future flood risks are managed to maximise outcomes for the community	
Are there 'Vulnerable Facilities'?	There are 33 vulnerable facilities within the catchment.

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## 7.11 Implementation Plan and Timeline

The Yarra Ranges SWMP will be implemented over a 10-year timeframe, concluding in 2034. The below table outlines each action and its associated details.

Action ID	Description	Timeline (target completion date)	Key External Stakeholders	Estimated Cost	Funding Source	Key SWMP Indicator Link
<b>Utilising Stormwater as a resource</b>						
SWMP1	Finalise the Integrated Water Management plan which will help inform the catchment stormwater management strategies.	TBC	MW, DEECA	No Cost	Existing	<ul style="list-style-type: none"> <li>• Increase fit-for-purpose use of stormwater and rainwater.</li> <li>• Protect high value waterways.</li> <li>• Reduce the total urban stormwater runoff volume discharged to receiving waters.</li> <li>• Decrease pollutants discharged to receiving waters.</li> <li>• To minimise increases in stormwater due to development and protect the environmental values and physical characteristics of the landscape from degradation by stormwater.</li> <li>• Respond to climate and climate change related events through resilience planning.</li> <li>• Increased collaboration with other organisations to support strategic stormwater management.</li> </ul>
<b>Existing and future flood risks are managed to maximise outcomes for the community</b>						
SWMP2	Update the Development Engineering Guidelines to better support the Stormwater Policy and this SWMP.	Ongoing	MW, DEECA, Developers	No Cost	Existing	<ul style="list-style-type: none"> <li>• Reduce the total urban stormwater runoff volume discharged to receiving waters.</li> <li>• Decrease pollutants discharged to receiving waters.</li> <li>• Reduce the impacts of dangerous flooding now and into the future with development and climate change.</li> </ul>

Action ID	Description	Timeline (target completion date)	Key External Stakeholders	Estimated Cost	Funding Source	Key SWMP Indicator Link
						<ul style="list-style-type: none"> <li>Respond to climate and climate change related events through resilience planning.</li> </ul>
SWMP3	Review and improve the development application and approvals process to better support the Stormwater Policy and the SWMP.	2025	MW, DEECA, Developers	No Cost	Existing	<ul style="list-style-type: none"> <li>Reduce the total urban stormwater runoff volume discharged to receiving waters.</li> <li>Decrease pollutants discharged to receiving waters.</li> <li>Reduce the impacts of dangerous flooding now and into the future with development and climate change.</li> <li>Respond to climate and climate change related events through resilience planning.</li> </ul>
SWMP4	Undertake flood mapping and prepare stormwater management strategies for priority catchment areas. These are the highest priority, and the approach will be refined after each iteration.	2028	MW, Wider local community within Yarra Ranges Council	\$2.1M	TBC – Grant assistance from MW	<ul style="list-style-type: none"> <li>Reduce the impacts of dangerous flooding now and into the future with development and climate change.</li> <li>To enable better asset management with improved efficiencies and overall cost reductions for council via strategic planning.</li> <li>Respond to climate and climate change related events through resilience planning.</li> <li>To minimise increases in stormwater due to development and protect the environmental values and physical characteristics of the landscape from degradation by stormwater.</li> <li>Increase cross-consideration of flood mitigation and integrated water management.</li> <li>Increase organisational capacity to partner with Traditional Owners to be able to respectfully acknowledge the connection of Traditional Owners to</li> </ul>

Action ID	Description	Timeline (target completion date)	Key External Stakeholders	Estimated Cost	Funding Source	Key SWMP Indicator Link
						the land and waterways and include indigenous knowledge in stormwater management.
SWMP5	Complete development of flood mapping and Stormwater Management Strategies for all remaining catchments. Provide implementation status update and prepare next version of the Stormwater Policy and SWMP.	2034	MW	TBC	Other strategies	<ul style="list-style-type: none"> <li>• Reduce the impacts of dangerous flooding now and into the future with development and climate change.</li> <li>• To enable better asset management with improved efficiencies and overall cost reductions for council via strategic planning.</li> <li>• Respond to climate and climate change related events through resilience planning.</li> <li>• To minimise increases in stormwater due to development and protect the environmental values and physical characteristics of the landscape from degradation by stormwater.</li> <li>• Increase cross-consideration of flood mitigation and integrated water management.</li> <li>• Increase organisational capacity to partner with Traditional Owners to be able to respectfully acknowledge the connection of Traditional Owners to the land and waterways and include indigenous knowledge in stormwater management.</li> </ul>
SWMP6	Develop and prioritise a program of works (for design & delivery) for our most critical outfall drains as part of the rolling completion of	Ongoing	Nil	\$30,000	TBC	<ul style="list-style-type: none"> <li>• Reduce the impacts of dangerous flooding now and into the future with development and climate change.</li> </ul>

Action ID	Description	Timeline (target completion date)	Key External Stakeholders	Estimated Cost	Funding Source	Key SWMP Indicator Link
	action SWMP4. These outfall drains coincide with where the downstream drainage network meets the natural waterways.					
SWMP7	Develop and prioritise a program of drainage upgrade works focused on reducing risk to properties. Critical areas will be determined via a combination of flood modelling (SWMP4) and hazard categorisation assessment (flood depth, flood velocity, and overlays such as EMOs)	Ongoing	Nil	\$60,000	TBC	<ul style="list-style-type: none"> <li>Reduce the impacts of dangerous flooding now and into the future with development and climate change.</li> </ul>
SWMP8	Consider drainage infrastructure for new unsealed road upgrade programs.	TBC	Nil	\$30,000	TBC	<ul style="list-style-type: none"> <li>To minimise increases in stormwater due to development and protect the environmental values and physical characteristics of the landscape from degradation by stormwater.</li> <li>Reduce the impacts of dangerous flooding now and into the future with development and climate change.</li> <li>Convey to the community that roadways are intended to perform a flood management function in large rainfall</li> </ul>

Action ID	Description	Timeline (target completion date)	Key External Stakeholders	Estimated Cost	Funding Source	Key SWMP Indicator Link
						events, allowing the stormwater runoff to make its way to the waterways.
<b>Healthy and valued waterways</b>						
SWMP9	Investigate Victorian urban stormwater offsets which can be managed by Council.	2025	MW, DEECA	\$120,000	TBC	<ul style="list-style-type: none"> <li>To minimise increases in stormwater due to development and protect the environmental values and physical characteristics of the landscape from degradation by stormwater.</li> <li>Protect high value waterways.</li> </ul>
SWMP10	Improve workable options for on lot WSUD via research and pilot testing and develop WSUD Guidelines with preferred solutions.	2025	MW, DEECA	No Cost	Existing	<ul style="list-style-type: none"> <li>Protect high value waterways.</li> <li>Reduce the total urban stormwater runoff volume discharged to receiving waters.</li> <li>Decrease pollutants discharged to receiving waters.</li> </ul>
SWMP11	Establish WSUD criteria for public and private realms – either in standalone guidelines or as part of updates to existing guidelines.	2025	MW, DEECA	\$60,000	TBC	<ul style="list-style-type: none"> <li>Protect high value waterways.</li> <li>Reduce the total urban stormwater runoff volume discharged to receiving waters.</li> <li>Decrease pollutants discharged to receiving waters.</li> <li>To ensure integrated stormwater management that maximises ecosystem services, such as cooling and local habitat improvement, and provides attractive and enjoyable spaces.</li> <li>Increase fit-for-purpose use of stormwater and rainwater.</li> </ul>



Action ID	Description	Timeline (target completion date)	Key External Stakeholders	Estimated Cost	Funding Source	Key SWMP Indicator Link
SWMP12	Review outcomes of the Little Stringy Bark Creek stormwater management.	2025	MW, DEECA	No Cost	Existing	<ul style="list-style-type: none"> <li>Increased collaboration with other organisations to support strategic stormwater management.</li> <li>Protect high value waterways.</li> </ul>
<b>Healthy and valued urban and rural Landscapes</b>						
SWMP13	Following the completion of SWMP10, assess the Tree Canopy Strategy (e.g. along key pedestrian routes and throughout activity centres) for overlaps with new or redevelopment areas, or with road upgrade plans to determine where passively irrigated street trees could best be placed.	2025	MW, DEECA	\$20,000	Existing	<ul style="list-style-type: none"> <li>To enable better asset management with improved efficiencies and overall cost reductions for council via strategic planning.</li> <li>Respond to climate and climate change related events through resilience planning.</li> <li>Increase fit-for-purpose use of stormwater and rainwater.</li> <li>Reduce the total urban stormwater runoff volume discharged to receiving waters.</li> <li>Decrease pollutants discharged to receiving waters.</li> <li>Protect high value waterways.</li> <li>To minimise increases in stormwater due to development and protect the environmental values and physical characteristics of the landscape from degradation by stormwater.</li> </ul>
<b>Community values are reflected in stormwater planning</b>						
SWMP14	Determine where road capital works program locations overlap with drainage works and	2024	DOT, MW	No Cost	Existing	<ul style="list-style-type: none"> <li>To enable better asset management with improved efficiencies and overall cost reductions for Council via strategic planning.</li> </ul>

Action ID	Description	Timeline (target completion date)	Key External Stakeholders	Estimated Cost	Funding Source	Key SWMP Indicator Link
	align timelines where appropriate.					
SWMP15	Develop framework for data collection to inform assessment against SWMP objectives.	2024	Nil	\$25,000	TBC	<ul style="list-style-type: none"> <li>To enable better asset management with improved efficiencies and overall cost reductions for council via strategic planning.</li> </ul>
SWMP16	Develop a Fact Sheet to clearly outline Council's approach to prioritising catchments for future flood mapping and drainage issues, and the roles that infrastructure, including roadways, play in flood management.	2025	Wider local community within Yarra Ranges Council	No cost	Existing	<ul style="list-style-type: none"> <li>Engage with the community during flood mapping and stormwater management projects and studies to support and enhance community connection with and understanding of the water cycle.</li> <li>Convey to the community that roadways are intended to perform a flood management function in large rainfall events, allowing the stormwater runoff to make its way to the waterways.</li> </ul>
SWMP17	Determine a clear prioritisation for and approach to addressing flood and drainage complaints and an associated Fact Sheet.	2025	Wider local community within Yarra Ranges Council	\$10,000	Existing	<ul style="list-style-type: none"> <li>Engage with the community during flood mapping and stormwater management projects and studies to support and enhance community connection with and understanding of the water cycle.</li> </ul>
SWMP18	Develop a Fact Sheet to clearly detail how Council manages new developments with respect to flooding, per the Stormwater Policy.	2025	Wider local community within Yarra Ranges Council	\$5,500	Existing	<ul style="list-style-type: none"> <li>Engage with the community during flood mapping and stormwater management projects and studies to support and enhance community connection with and understanding of the water cycle.</li> </ul>

Action ID	Description	Timeline (target completion date)	Key External Stakeholders	Estimated Cost	Funding Source	Key SWMP Indicator Link
SWMP19	Develop a Fact Sheet to clearly outline authority and private responsibilities including responsibilities for private to private property flooding with no infrastructure and property access (e.g. water running down driveway).	2025	Wider local community within Yarra Ranges Council	\$5,500	Existing	<ul style="list-style-type: none"> <li>Engage with the community during flood mapping and stormwater management projects and studies to support and enhance community connection with and understanding of the water cycle.</li> </ul>
SWMP20	Provide SWMP implementation status update to Council.	2029	Nil	No cost	Existing	All
SWMP21	Following completion of flood mapping and Stormwater Management Strategies for priority catchments, undertake community consultation and investigate Planning scheme amendment.	2029	MW	\$200,000	TBC	<ul style="list-style-type: none"> <li>Reduce the impacts of dangerous flooding now and into the future with development and climate change.</li> <li>To enable better asset management with improved efficiencies and overall cost reductions for council via strategic planning.</li> <li>Respond to climate and climate change related events through resilience planning.</li> <li>To minimise increases in stormwater due to development and protect the environmental values and physical characteristics of the landscape from degradation by stormwater.</li> <li>Increase cross-consideration of flood mitigation and integrated water management.</li> </ul>

Action ID	Description	Timeline (target completion date)	Key External Stakeholders	Estimated Cost	Funding Source	Key SWMP Indicator Link
						<ul style="list-style-type: none"> <li>Increase organisational capacity to partner with Traditional Owners to be able to respectfully acknowledge the connection of Traditional Owners to the land and waterways and include indigenous knowledge in stormwater management.</li> </ul>
SWMP22	Update asset management plans (including 10-year capital plan) using information from completed stormwater management strategies.	Ongoing	Nil	\$25,000	TBC	<ul style="list-style-type: none"> <li>To enable better asset management with improved efficiencies and overall cost reductions for council via strategic planning.</li> </ul>
SWMP23	Incorporate key findings from the catchment flood mapping projects into the Municipal Flood Management Plan and include critical infrastructure identified through the blockage analysis in the Proactive Maintenance Program	Ongoing	Wider local community within Yarra Ranges Council	\$20,000	TBC	<ul style="list-style-type: none"> <li>Engage with the community during flood mapping and stormwater management projects and studies to support and enhance community connection with and understanding of the water cycle.</li> </ul>
SWMP24	Investigate ways of further improving community flood	2024	Wider local community within Yarra	No cost	Existing	<ul style="list-style-type: none"> <li>Reduce the impacts of dangerous flooding now and into the future with development and climate change.</li> <li>Respond to climate and climate change related events through resilience planning.</li> </ul>

Action ID	Description	Timeline (target completion date)	Key External Stakeholders	Estimated Cost	Funding Source	Key SWMP Indicator Link
	resilience, such as retrofits and overlays.		Ranges Council, MW			
SWMP25	Undertake a process review and gap analysis of the permit application process from start to statement of compliance. Involve planners, developers, engineering, consultants in the review. This will help with overall process improvement.	2024	Developers	No cost	Existing	<ul style="list-style-type: none"> <li>• Increase fit-for-purpose use of stormwater and rainwater.</li> <li>• Protect high value waterways.</li> <li>• Reduce the total urban stormwater runoff volume discharged to receiving waters.</li> <li>• Decrease pollutants discharged to receiving waters.</li> <li>• To minimise increases in stormwater due to development and protect the environmental values and physical characteristics of the landscape from degradation by stormwater.</li> <li>• Respond to climate and climate change related events through resilience planning.</li> <li>• Increased collaboration with other organisations to support strategic stormwater management.</li> </ul>
SWMP26	Implement a Community Reference Panel (CRP) for Stormwater Management.	Ongoing, subject to established Terms of Reference	Wider local community within Yarra Ranges Council	\$30,000	Existing	<ul style="list-style-type: none"> <li>• Engage with the community during flood mapping and stormwater management projects and studies to support and enhance community connection with and understanding of the water cycle.</li> </ul>
SWMP27	Biennial review of the SWMP.	2026, 2028, 2030, 2032, 2034	All	No cost	Existing	All

Action ID	Description	Timeline (target completion date)	Key External Stakeholders	Estimated Cost	Funding Source	Key SWMP Indicator Link
<b>Strategic Partnerships</b>						
SWMP28	Establish a partnership between the Yarra Ranges water managers, including Yarra Valley Water, South East Water and Melbourne Water to enable a governance structure that supports the commissioning and development of the catchment flood mapping and stormwater management strategies, and that supports the implementation of actions identified in the strategies.	2024	MW, DEECA	No cost	Existing	<ul style="list-style-type: none"> <li>Increased collaboration with other organisations to support strategic stormwater management.</li> </ul>
SWMP29	Investigate alternative funding opportunities.	2026	MW	No cost	Existing	<ul style="list-style-type: none"> <li>To enable better asset management with improved efficiencies and overall cost reductions for council via strategic planning.</li> <li>Increased collaboration with other organisations to support strategic stormwater management.</li> </ul>

Action ID	Description	Timeline (target completion date)	Key External Stakeholders	Estimated Cost	Funding Source	Key SWMP Indicator Link
SWMP30	Commence advocacy for any special or flagship projects pertaining to waterway protection, stormwater and flood management as identified in stormwater management strategies.	2026	MW, DEECA	No cost	Existing	<ul style="list-style-type: none"> <li>Increased collaboration with other organisations to support strategic stormwater management.</li> <li>Reduce the total urban stormwater runoff volume discharged to receiving waters.</li> <li>Protect high value waterways.</li> <li>Reduce the impacts of dangerous flooding now and into the future with development and climate change.</li> </ul>
SWMP31	Test alternative funding opportunities.	2027	MW, DEECA, State Government	No cost	Existing	<ul style="list-style-type: none"> <li>To enable better asset management with improved efficiencies and overall cost reductions for council via strategic planning.</li> </ul>

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# STORMWATER MANAGEMENT PLAN 2024-2034

## Overview

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**Yarra  
Ranges  
Council**

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# Introduction

**Stormwater management is an integral part of sustaining our natural environment, upon which our economy, health, wellbeing and lifestyle depends.**

Yarra Ranges Council has developed the Stormwater Management Plan 2024-2034. This plan aims to strategically manage flood risks while also protecting and maintaining the natural water cycle and the health of our waterways.

It seeks to provide the community with a collaborative and balanced approach to the management of stormwater infrastructure, to ensure sustainability and resilience.

# Our context

**Yarra Ranges is the largest local government area in Melbourne, covering 2,450 square kilometres. Our municipality is a unique blend of protected forests in the upper catchment and a mix of rural and urban areas.**

Home to over 159,000 residents, Yarra Ranges is expected to grow to 180,000 by 2041. This growth will primarily occur in the western urbanised areas, such as Lilydale, Chirnside Park, Mooroolbark, and Kilsyth, where development opportunities and infrastructure are more concentrated.

When Yarra Ranges was first developed, it was largely a farming and mining area with plenty of open spaces to absorb rainwater or for it to flow into gullies and creeks. However, with increasing development, there is now less open space and more hard surfaces like roofs and roads. As a result, rainwater flows more quickly into underground drainage systems and then into our waterways.

With the increase in extreme weather events, our underground drainage systems sometimes struggle to handle the volume of rainwater. This can lead to localised flooding as water follows its natural paths through the landscape.

Council manages a drainage network spanning over 790 km, including more than 29,000 pit structures and over 20 km of minor culverts.

Additionally, other authorities also manage drainage within Yarra Ranges. The Department of Transport and Planning (DTP) oversees drains on major roads, while Melbourne Water manages over 1,962 km of waterways, 64 km of open channels, and 42 km of underground drainage in our municipality.



# Challenges of stormwater management



## Flooding

Flooding affects many people and properties within Yarra Ranges. There are a number of known flood hotspots, and Council receives many flood and drainage requests each year across the municipality.

Some of the flooding is due to stormwater runoff taking its natural path to the creeks and rivers.



## Water in the landscape

Water and flooding are a part of our natural environment and landscape. While we try to improve conditions when it rains, not all storm events can be managed and there is not always an engineering solution for every stormwater issue.

We strive to use traditional and new knowledge to manage stormwater in a way that respects the land, water, and biodiversity within our municipality, and to help us keep the community safe during extreme flood events.



## Funding challenges

Maintaining and building drainage across such a large and challenging area comes at considerable cost. We recognise that there is a need for significant investment in our ageing infrastructure to meet the expectations of the community.

As the State Government has introduced rate capping, there is less ability for Council to raise funds necessary to ensure essential community services.



## Protecting Our Waterways

An important part of stormwater management is to improve the quality of the water that enters into our creeks and rivers from the drainage network.

Yarra Ranges is known for its beautiful environment and this includes many pristine creeks and rivers, including the headwaters of the Yarra River, Birrarung. These headwaters are highly valued by the community and have great ecological importance.

Rain that falls in the catchments eventually makes its way to these waterways. When development happens, areas that were once forest, farm or more natural surfaces end up becoming covered with concrete and other 'hard' surfaces. The hard surfaces cause rainwater to flow over the landscape rather than naturally soaking into the soil, which causes unnaturally high flows of water to enter streams and creeks, potentially causing erosion and damaging fish and platypus habitat.

Some of the creeks and rivers have been severely impacted by extra stormwater flows from development. We need to harvest and reuse more stormwater as well as let more of the stormwater absorb into the ground to help protect these precious waterways from future damage and pollution.

The stormwater runoff can also carry pollution to the waterways. Additional stormwater from developed areas and our road network needs to be managed in a way that protects our waterways from these impacts through keeping some of the stormwater within catchment while maintaining flood protection.

We have worked out which of the waterways are at greatest risk of degradation due to future development. This means we can give further attention to the way extra stormwater is treated and managed within the catchments of those at-risk waterways.

# Opportunities

**By adopting innovative strategies to manage stormwater, we can enhance community resilience and liveability.**

Key opportunities include:

- Undertaking flood modelling to understand how the water flows through the landscape. This can help us in understanding where flooding might occur, allowing for the safe flow of water while minimising the impact on buildings, businesses, and other infrastructure.
- Use updated guidelines to design drainage systems that handle increased rain and reduce flooding risks.
- Follow State and local plans to guide water management and align with environmental goals.
- Update Council's guidelines to require designs that account for more intense rainfall, preparing for future weather changes.
- Explore ways to use water more efficiently and design cities that are better for the environment.
- Find solutions like collecting stormwater to irrigate parks and open spaces, promoting sustainable water use.
- Restore natural areas like wetlands to boost wildlife and manage rainwater and pollution.

By seizing these opportunities, the Council can create a greener, cooler urban environment. This will reduce flooding impacts and protect waterways from pollution, fostering a sustainable and resilient community.

# Our Stormwater Management Mission

**At Yarra Ranges Council, our mission is to proactively manage stormwater to safeguard our community, preserve natural ecosystems, and promote sustainable development practices.**

We strive to minimise flood risk while protecting our waterways and the health of our communities amidst the increasing frequency and severity of severe weather events.

Through innovative strategies, continuous monitoring, and collaborative partnerships, we aim to adapt to evolving environmental challenges and build a future where stormwater management serves as a foundation for thriving, resilient communities within the Yarra Ranges Council.

# Our Stormwater Management Objectives

**To manage these challenges and opportunities, Yarra Ranges Stormwater Management Plan has six objectives that support our Stormwater Policy.**



## Utilising Stormwater as a resource

- Increase fit-for-purpose use of stormwater and rainwater



## Existing and future flood risks are managed to maximise outcomes for the community

- Reduce the impacts of dangerous flooding now and into the future with development and climate change
- Increase cross-consideration of flood mitigation and integrated water management
- Improve community education around the flood management function of roadways



## Healthy and valued waterways

- Reduce the total urban stormwater runoff volume discharged to receiving waters
- Decrease pollutants discharged to receiving waters
- Protect high value waterways



## Healthy and valued urban and rural landscapes

- To minimise increases in stormwater due to development and protect the environmental values and physical characteristics of the landscape from degradation by stormwater
- To ensure integrated stormwater management that maximises ecosystem services, such as cooling and local habitat improvement, and provides attractive and enjoyable spaces



## Community values are reflected in stormwater planning

- Increase organisational capacity to partner with Traditional Owners to be able to respectfully acknowledge the connection of Traditional Owners to the land and waterways and include indigenous knowledge in stormwater management
- Engage with the community during flood mapping and stormwater management projects and studies to support and enhance community connection with and understanding of the water cycle
- To enable better asset management with improved efficiencies and overall cost reductions for Council via strategic planning
- Respond to climate and climate change related events through resilience planning



## Strategic Partnerships

- Increased collaboration with other organisations to support strategic stormwater management



# Our Stormwater Management Action Plan

## Thirty-one stormwater-related actions will be undertaken over the next 10 years to reduce flood risk and protect waterways in Yarra Ranges.

### Flood Mapping Program

The Flood Mapping Program is a fundamental component of the Stormwater Management Plan, aimed at identifying flood-prone areas within the municipality. We will be working with Melbourne Water to deliver the Flood Mapping Program.

Flood mapping involves the use of historical flood information and modern mapping techniques to accurately predict where water will flow and where flooding may occur during storm events.

Flood mapping is essential for:

- Conducting drainage improvement works through Council's Annual Capital Works Program, including installing new drainage systems, flood retarding basins, and stormwater harvesting and reuse works.
- Maintaining and renewing drainage assets by cleaning pipes and pits, street sweeping, and repairing Council-managed stormwater infrastructure.
- Providing flood management and prevention advice to landowners.
- Supporting the State Emergency Service (SES) in preparing for and responding to emergency flood events.
- Educating and preparing our community with flood information.
- Ensuring that new developments consider flood impacts and implement necessary drainage upgrades.

### Infrastructure Upgrades

We will be assessing existing drainage assets and implementing targeted upgrades. We focus on areas identified through flood mapping and hazard assessments, ensuring data-driven and strategic interventions.

By incorporating climate change projections into our designs, we future-proof our infrastructure to handle increased rainfall intensity and frequency.

These upgrades enhance flood protection and improve the reliability and efficiency of our stormwater management system, significantly reducing flood damage risk.

### Water Sensitive Urban Design (WSUD) and Integrated Water Management (IWM) Initiatives

We encourage integrating WSUD principles into new developments and public spaces, such as through the use of permeable pavements, rain gardens and bio-retention systems. These measures help to reduce stormwater runoff, improve infiltration, and enhance water quality.

IWM takes a holistic approach to the urban water cycle, promoting the use of rainwater and stormwater for non-potable purposes like irrigation processes. This approach conserves potable water and ensures stormwater is stored within the landscape.

By implementing WSUD and IWM practices, we build resilient urban environments capable of withstanding extreme weather and climate change. These practices also support green spaces, biodiversity, and recreational opportunities, making our community more liveable and resilient.

### Community Engagement and Education

Community engagement and education are essential for the Stormwater Management Plan's success. We will develop and distribute educational materials to inform residents about flood risks, WSUD, and IWM practices, as well as individual responsibilities in managing stormwater.

We are establishing a Community Reference Panel with representatives from diverse community groups and stakeholders to provide input and feedback on stormwater management projects and strategies. This participatory approach ensures the community's voice is heard and enhances the plan's effectiveness and acceptance.

### Development Engineering Guidelines

We are updating our Development Engineering Guidelines to support the Stormwater Management Plan. These guidelines set standards for stormwater management in new developments and include:

- Compliance with Best Practice Environmental Management Guidelines (BPEMG) performance requirements.
- Design specifications for stormwater management systems.
- WSUD options for on-lot and street-scale implementation.
- Consideration of climate change factors in design requirements.

These updates reflect our technical requirements and clarify responsibilities between private developers and Council, facilitating efficient and sustainable development.





### **Stormwater Offsets Program**

We are investigating the implementation of a Council Stormwater Offset Program to enhance our stormwater management efforts. Currently, developers make financial contributions to Melbourne Water, which allocates funds based on project priorities.

The proposed Council Offset Program would allow us to receive contributions directly, enabling us to prioritise and fund local stormwater projects. These funds could support significant infrastructure improvements like wetlands, waterway restorations and enhanced flood control measures.

This approach ensures that new developments effectively contribute to managing stormwater, even when site-specific constraints limit the full implementation of certain measures. By pursuing this program, we aim to support sustainable urban development and strengthen our community's resilience against flooding and climate change.

### **Strategic Partnerships and Funding**

Successful stormwater management relies on strong partnerships and funding. We will collaborate with agencies like the Department of Energy, Environment and Climate Action (DEECA), Melbourne Water, Department of Transport and other authorities to implement joint projects and enhance infrastructure resilience.

We also explore various funding mechanisms, including grants and developer contributions, to support our initiatives and achieve our stormwater management goals.

# What's next?

The Stormwater Management Plan will be implemented over a 10-year timeframe, concluding in 2034. Details of the key actions can be found at the end of this document.

The Stormwater Drainage Management Plan will be implemented by Council in partnership with stakeholders and the local community. Reporting on the Plan will be undertaken through biennial reviews presented to Council.

The Plan will be monitored to determine if Council is on track to meet its vision and intent and a monitoring program will be established to track progress towards:

- implementation of key actions
- achievement of specific targets
- achievement of strategic directions

Yarra Ranges will consistently work on refining investment plans to reflect lessons learnt and the successful completion of implementation plan actions



## Implementation Plan

Action	Description	Timeline (target completion date)	Key External Stakeholders	Estimated Cost	Funding Source
<b>Utilising Stormwater as a resource</b>					
<b>SWMP1</b>	Finalise the Integrated Water Management plan which will help inform the catchment stormwater management strategies.	TBC	MW, DEECA	No Cost	Existing
<b>Existing and future flood risks are managed to maximise outcomes for the community</b>					
<b>SWMP2</b>	Update the Development Engineering Guidelines to better support the Stormwater Policy and this SWMP.	Ongoing	MW, DEECA, Developers	No Cost	Existing
<b>SWMP3</b>	Review and improve the development application and approvals process to better support the Stormwater Policy and the SWMP.	2025	MW, DEECA, Developers	No Cost	Existing
<b>SWMP4</b>	Undertake flood mapping and prepare stormwater management strategies for priority catchment areas. These are the highest priority, and the approach will be refined after each iteration.	2028	MW, Wider local community within Yarra Ranges Council	\$2.1M	TBC – Grant assistance from MW
<b>SWMP5</b>	Complete development of flood mapping and Stormwater Management Strategies for all remaining catchments. Provide implementation status update and prepare next version of the Stormwater Policy and SWMP.	2034	MW	TBC	Other strategies
<b>SWMP6</b>	Develop and prioritise a program of works (for design & delivery) for our most critical outfall drains as part of the rolling completion of action SWMP4. These outfall drains coincide with where the downstream drainage network meets the natural waterways.	Ongoing	Nil	\$30,000	TBC
<b>SWMP7</b>	Develop and prioritise a program of drainage upgrade works focused on reducing risk to properties. Critical areas will be determined via a combination of flood modelling (SWMP4) and hazard categorisation assessment (flood depth, flood velocity, and overlays such as EMOs).	Ongoing	Nil	\$60,000	TBC
<b>SWMP8</b>	Consider drainage infrastructure for new unsealed road upgrade programs.	TBC	Nil	\$30,000	TBC
<b>Healthy and valued waterways</b>					
<b>SWMP9</b>	Investigate Victorian urban stormwater offsets which can be managed by Council.	2025	MW, DEECA	\$120,000	TBC
<b>SWMP10</b>	Improve workable options for on lot WSUD via research and pilot testing and develop WSUD Guidelines with preferred solutions.	2025	MW, DEECA	No Cost	Existing
<b>SWMP11</b>	Establish WSUD criteria for public and private realms – either in standalone guidelines or as part of updates to existing guidelines.	2025	MW, DEECA	\$60,000	TBC
<b>SWMP12</b>	Review outcomes of the Little Stringy Bark Creek stormwater management.	2025	MW, DEECA	No Cost	Existing

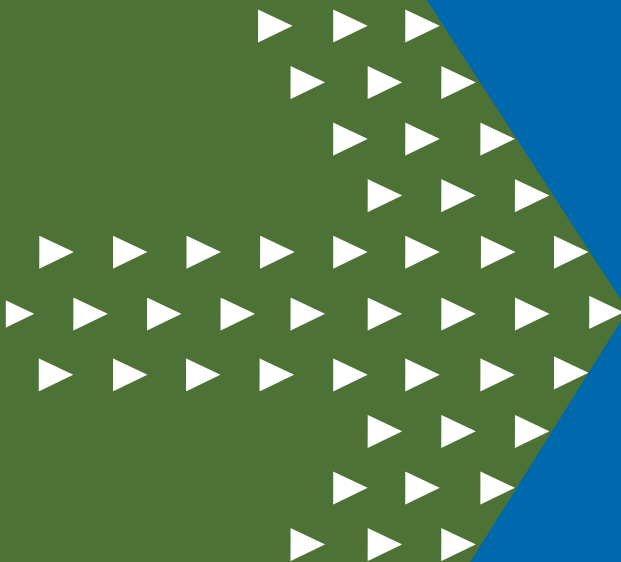
# Implementation Plan (cont.)

Action	Description	Timeline (target completion date)	Key External Stakeholders	Estimated Cost	Funding Source
<b>Healthy and valued urban and rural Landscapes</b>					
<b>SWMP13</b>	Following the completion of SWMP10, assess the Tree Canopy Strategy (e.g. along key pedestrian routes and throughout activity centres) for overlaps with new or redevelopment areas, or with road upgrade plans to determine where passively irrigated street trees could best be placed.	2025	MW, DEECA	\$20,000	Existing
<b>Community values are reflected in stormwater planning</b>					
<b>SWMP14</b>	Determine where road capital works program locations overlap with drainage works and align timelines where appropriate.	2024	DOT, MW	No Cost	Existing
<b>SWMP15</b>	Develop framework for data collection to inform assessment against SWMP objectives.	2024	Nil	\$25,000	TBC
<b>SWMP16</b>	Develop a Fact Sheet to clearly outline Council's approach to prioritising catchments for future flood mapping and drainage issues, and the roles that infrastructure, including roadways, play in flood management.	2025	Wider local community within Yarra Ranges Council	No cost	Existing
<b>SWMP17</b>	Determine a clear prioritisation for and approach to addressing flood and drainage complaints and an associated Fact Sheet.	2025	Wider local community within Yarra Ranges Council	\$10,000	Existing
<b>SWMP18</b>	Develop a Fact Sheet to clearly detail how Council manages new developments with respect to flooding, per the Stormwater Policy.	2025	Wider local community within Yarra Ranges Council	\$5,500	Existing
<b>SWMP19</b>	Develop a Fact Sheet to clearly outline authority and private responsibilities including responsibilities for private to private property flooding with no infrastructure and property access (e.g. water running down driveway).	2025	Wider local community within Yarra Ranges Council	\$5,500	Existing
<b>SWMP20</b>	Provide SWMP implementation status update to Council.	2029	Nil	No cost	Existing
<b>SWMP21</b>	Following completion of flood mapping and Stormwater Management Strategies for priority catchments, undertake community consultation and investigate Planning scheme amendment.	2029	MW	\$200,000	TBC
<b>SWMP22</b>	Update asset management plans (including 10-year capital plan) using information from completed stormwater management strategies.	Ongoing	Nil	\$25,000	TBC
<b>SWMP23</b>	Incorporate key findings from the catchment flood mapping projects into the Municipal Flood Management Plan and include critical infrastructure identified through the blockage analysis in the Proactive Maintenance Program.	Ongoing	Wider local community within Yarra Ranges Council	\$20,000	TBC
<b>SWMP24</b>	Investigate ways of further improving community flood resilience, such as retrofits and overlays.	2024	Wider local community within Yarra Ranges Council, MW	No cost	Existing
<b>SWMP25</b>	Undertake a process review and gap analysis of the permit application process from start to statement of compliance. Involve planners, developers, engineering, consultants in the review. This will help with overall process improvement.	2024	Developers	No cost	Existing
<b>SWMP26</b>	Implement a Community Reference Panel (CRP) for Stormwater Management.	Ongoing	Wider local community within Yarra Ranges Council	\$30,000	Existing
<b>SWMP27</b>	Biennial review of the SWMP.	2026, 2028, 2030, 2032, 2034	All	No cost	Existing
<b>Strategic Partnerships</b>					
<b>SWMP28</b>	Establish a partnership between the Yarra Ranges water managers, including Yarra Valley Water, South East Water and Melbourne Water to enable a governance structure that supports the commissioning and development of the catchment flood mapping and stormwater management strategies, and that supports the implementation of actions identified in the strategies.	2024	MW, DEECA	No cost	Existing
<b>SWMP29</b>	Investigate alternative funding opportunities.	2026	MW	No cost	Existing
<b>SWMP30</b>	Commence advocacy for any special or flagship projects pertaining to waterway protection, stormwater and flood management as identified in stormwater management strategies.	2026	MW, DEECA	No cost	Existing
<b>SWMP31</b>	Test alternative funding opportunities.	2027	MW, DEECA, State Government	No cost	Existing

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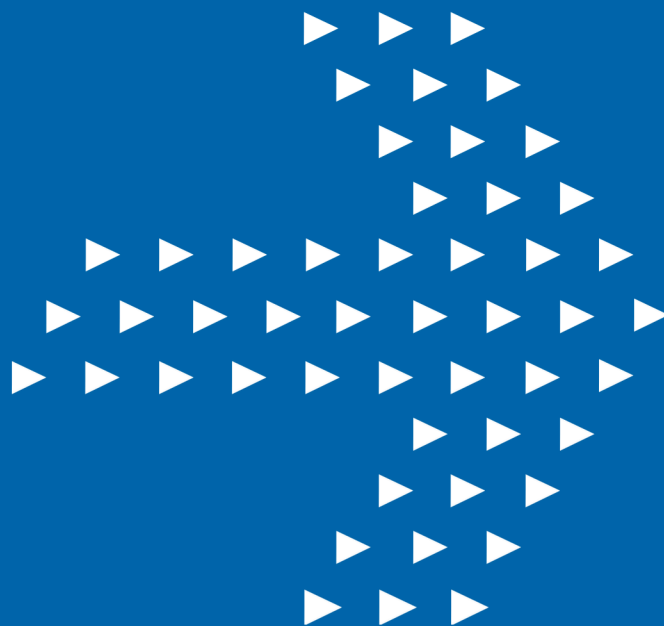
DRAFT Stormwater Management Plan 2024-2034  
Engagement Feedback Report  
JULY 2024



Acknowledgement of Traditional Owners  
Yarra Ranges Council acknowledges the  
Wurundjeri and other Kulin Nations as the  
Traditional Owners and Custodians of these  
lands and waterways.

We pay our respects to all Elders, past,  
present, and emerging, who have been, and  
always will be, integral to the story of our  
region.

We proudly share custodianship to care for  
Country together



This report has been prepared by Yarra Ranges Council .

This document is available on the Yarra Ranges  
Council website. To request a copy, email or phone our  
Customer Service Centre using the details below:

Email: [mail@yarraranges.vic.gov.au](mailto:mail@yarraranges.vic.gov.au)

Phone: 1300 368 333

# Project Background

Yarra Ranges Council has developed a draft Stormwater Policy and Stormwater Management Plan 2024-2034. These documents aim to manage flood risk and protect the natural water cycle and waterways' health from urban development impacts. They provide a framework and action plan for future growth and sustainable stormwater management within the municipality.

During the research and development phase, initial community and stakeholder engagement took place. This included targeted feedback from other councils, Melbourne Water, the Department of Energy, Environment and Climate Action (DEECA), development engineering consultants, and council departments.

The draft documents were released for community engagement from 12 June to 24 July 2024. During this six-week period, the community was encouraged to review and provide feedback on the proposed plans.



# How We Engaged



Comprehensive information on the draft documents were made available on a The Shaping Yarra Ranges webpage. The webpage provided community members to:

- provide a written submission on the draft documents
  - share their stories on flooding and drainage issues
  - register for “Meet the Stormwater Engineer Sessions”
  - register for drop-in information session
- 



Direct notification via email to announce the project and direct people to the project webpage were sent to:

- Community groups with an interest in stormwater management within the municipality
  - Government Agencies
  - State/ Federal MPs
  - Property Developers and consultants
- 



A media release outlining the purpose of the project and encouraging participation.

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Local newspaper advertisements appeared in all Mail Newspapers in Yarra Ranges to announce the project, with links to the project webpage.

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Social media was used to promote the project and direct people to the project webpage

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Drop-in information Session

- Held on 3 July 2024, featuring representatives from the Council’s Stormwater Engineering, Strategic and Statutory Planning, Risk, and Customer Liaison teams, as well as Project Consultant (RAIN), VICSES, Melbourne Water, and Windemere. This session aimed to provide a platform for community members to share their flooding experiences, understand the roles and responsibilities of various agencies, and enhance their understanding of stormwater management within Yarra Ranges.
-



“Meet the Stormwater Engineer” Sessions: Five sessions were conducted at each of the link offices:

- Upwey: 19 June 2024
- Monbulk: 25 June 2024
- Lilydale: 27 June 2024
- Healesville: 10 July 2024
- Yarra Junction: 17 July 2024



The project team presented the draft plans to the Indigenous Advisory Committee (IAC) and the Sustainable Environment Advisory Committee (SEAC)



Hard copies of the Stormwater Management Plan Overview document were available at all Council community links and mailed upon request.

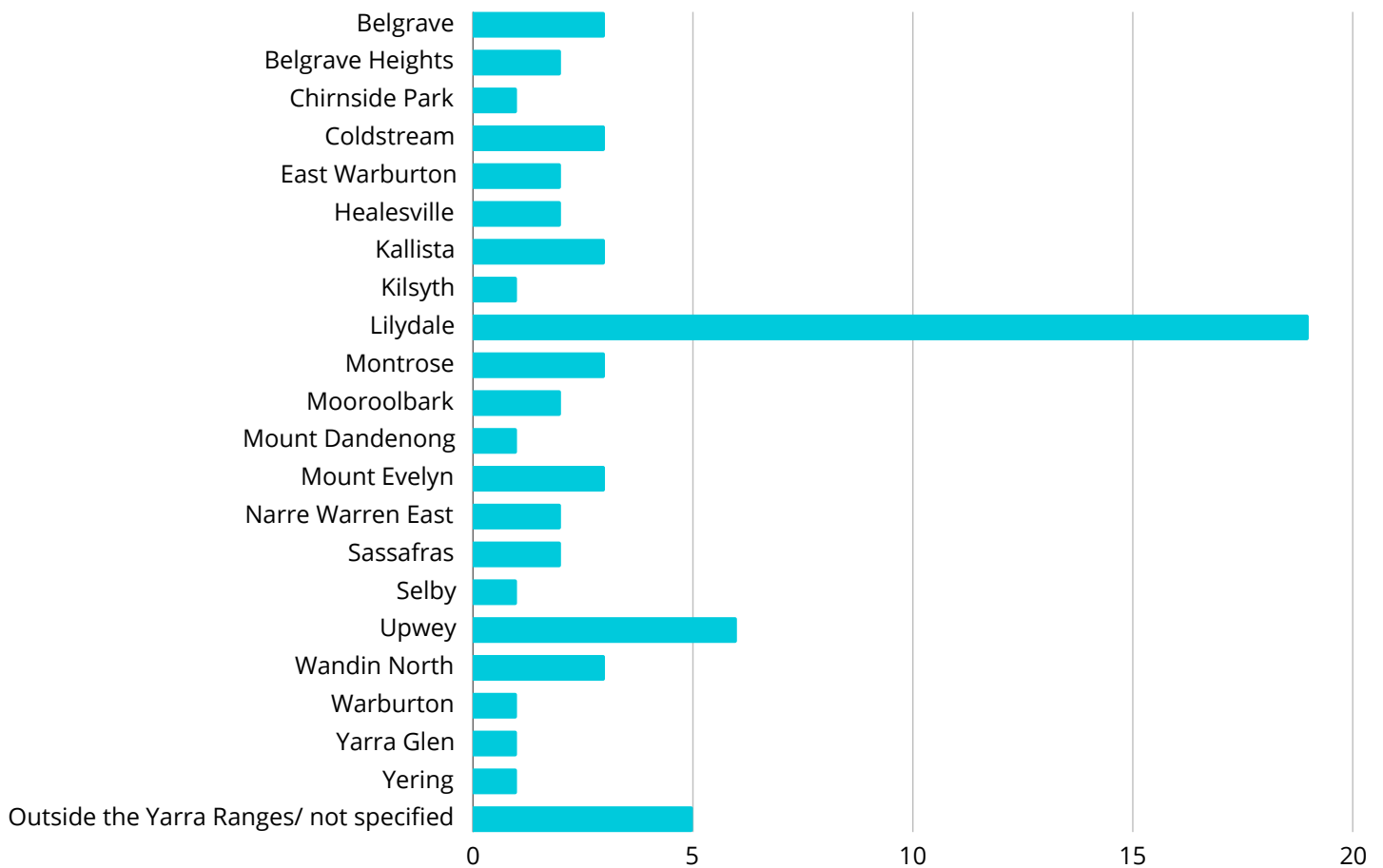
## How We Heard from You

- The Engagement page attracted 718 visitors, with 28 people following the page
- A total of 30 people attended the drop-in information session
- A total of 17 people attended the “Meet the Stormwater Engineer” Sessions
- During the six-week engagement period, 38 comments were received.

# Participant Demographics

Engagement Participants who made online submissions/ registered for the engagement sessions via the *Shaping Yarra Ranges* webpage were asked to volunteer information on where they live, which revealed the information shown below.

## WHERE DO YOU LIVE?



# Engagement Feedback

## **Home Insurance Premiums and Property Devaluation Concerns**

There were 7 comments received regarding Home Insurance and Property Devaluation Concerns.

Feedback indicated that home insurance premiums have increased due to existing flooding, rendering some properties uninsurable. Additionally, there are concerns within the community around the impact of Flood Mapping on home insurance and property values.

### ***Key pull out quotes:***

***“We have been flooded continuously when we have large downpours. Our insurance company would not cover any damage caused by the water issues, stating that it was poor maintenance on our behalf.”***

***“We pulled 50L of water out of the carpet in one of the bedrooms with a water-sucking vacuum cleaner. The water ingress was due to seepage, so the damage is not covered on our insurance.”***

***“My insurance premium has increased to \$8000 due to ongoing flooding issues”***

***“Why should the community accept your flood mappings that devalue property's that should not flood if the infrastructure was built or upgraded to match the additional capacity being added”***

### **Officer Response:**

The Australian insurance industry has been scrutinised over community expectations on responding to extreme weather events. It has been identified that Insurers should improve catastrophe planning to meet community expectations of operating in the Australian environment. Specifically, uplift is required on preparedness for, and stress testing against, extreme catastrophes.

The Yarra Ranges Flood Mapping Program will identify flood-prone areas across the municipality, serving as a crucial tool to inform Council's flood mitigation works planning.

Local Government is not in a position to comment directly on the impact of flood data on premiums. Anecdotally premiums may vary between insurers because each insurer has its own underwriting processes and business models. The Insurance Council of Australia, which monitors the market response to new data closely, has developed a [fact sheet](#) on premium changes and flood information.

The insurance industry has developed and licensed the National Flood Information Database (NFID) to determine the flood risk for individual properties. Using available information, insurers can gauge current annual average damages for specific catchments. This database includes claims histories for properties and flood mitigation works.

Following the development of the Draft Flood Map, Council will engage with the community to understand the impacts on properties and make updates to the draft flood maps accordingly (Refer to Implementation Plan Action - SWMP21).

# Drainage Maintenance

There were 6 comments received regarding Drainage Maintenance.

Feedback suggested issues with drainage maintenance, particularly the need for timely responses to blocked stormwater drains. The importance of maintaining drainage hotspots to prevent future flooding was also emphasised.

## **Key pull out quotes:**

*“I would like to know about Maintenance of existing infrastructure and how often is it being conducted?”*

*“I regularly put in maintenance requests to Yarra Ranges Council. I have stormwater pits/pipes on my property that are often blocked.”*

## **Officer Response:**

In line with the Council’s Road Management Plan, the Council undertakes maintenance of all Council Drainage assets upon request. If there is a blocked stormwater drain, a maintenance request can be lodged through the Yarra Ranges Council’s Customer Service Team at 1300 368 333.

Additionally, the Council conducts proactive inspections of known drainage hotspots. These hotspots have been identified based on past records of flooding issues and are considered to have an increased risk of failure.

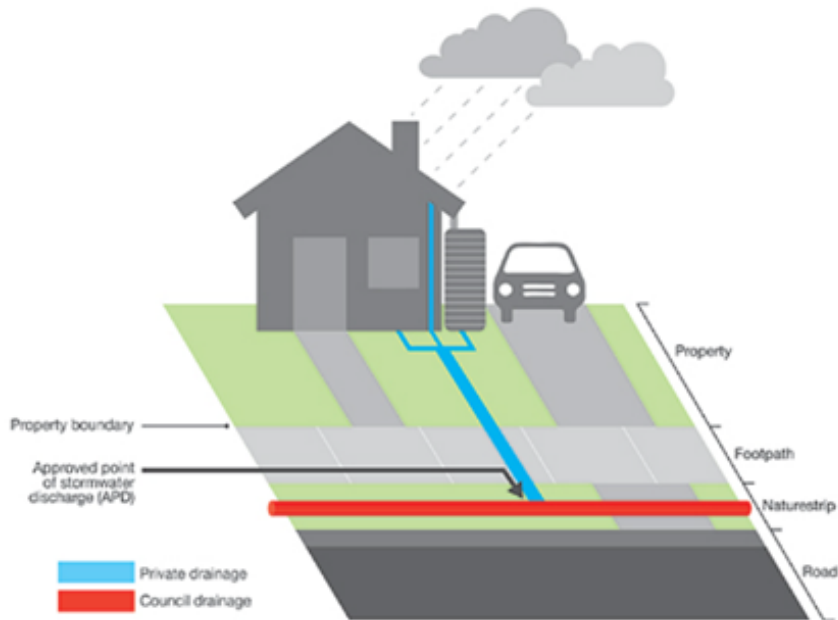
It is important to note that maintenance of drainage within private property and the clearing of crossover (driveway) culverts are the responsibility of the property owner (refer to Figures below).

The Yarra Ranges Flood Mapping Program includes conducting blockage analysis via computer modelling to identify critical infrastructure and support a proactive maintenance program. This information is then to be verified in the field by officers and ensures the drainage system operates at optimal capacity and addresses any issues promptly. Within the SWMP Implementation Plan, SWMP23 has been updated to include proactive maintenance. The updated description is as follows:

**SWMP23 - Incorporate key findings from the catchment flood mapping projects into the Municipal Flood Management Plan and include critical infrastructure identified through the blockage analysis in the Proactive Maintenance Program.**



**Council's responsibilities within the road reserve**



**Private Drainage vs Council Drainage**

## Drainage issues associated with Unsealed Roads

There were 3 comments received regarding Drainage issues associated with Unsealed Roads.

Feedback raised concerns about gravel runoff and blockages on the municipality's unsealed roads, which affect local drainage systems. They stressed the need for improved management and maintenance of these roads.

### **Key pull out quotes:**

*“More needs to be done in the outer area. Those areas without proper drains but “ditches”. These become clogged & then flooding occurs to private property. Regular maintenance & clearing would help”*

*“Gravel run off from unsealed roads upstream ends up in our homes and in the waterways”*

### **Officer Response:**

Within the Yarra Ranges, there are approximately 715 km of unsealed roads. These roads and its associated drainage systems are maintained in accordance with the Council’s Road Management Plan.

The Road for Community Initiative was a critical infrastructure funding opportunity aimed at sealing roads across the municipality and simultaneously addressing localised drainage issues. Unfortunately, the Federal Government's decision to withdraw its support has significantly impacted Council’s ability to deliver the projects.

In response to this funding cut, the Council is reviewing its approach to Unsealed Road Management. This review encompasses an approach to future road construction, taking into account factors such as abuttal density, maintenance issues, the Council’s Special Charge Scheme policy, and the availability of capital budgets for upgrading Council assets across the municipality. A report on Unsealed Road Management will be presented to the Council in early September 2024.

The Stormwater Management Plan (SWMP) Implementation Plan includes an action to consider drainage infrastructure for new unsealed road upgrade programs (SWMP8).

## **Drainage issues due to Increased development**

There were 4 comments received regarding Drainage issues due to Increased Development.

Feedback outlined the impact of increased in-fill development on drainage systems and the adequacy of current guidelines to manage future growth. The community wants assurance that new developments will not exacerbate flooding issues.

### ***Key pull out quotes:***

***“Is the existing aging drainage infrastructure being assessed to ensure it is functional and compatible with new developments?”***

***“My property is being impacted due to increased development upstream, pipe through the easement cannot handle the increased flows”***

### **Officer Response:**

Recognising the need to plan appropriately for future growth and the impact of increased in-fill development across the municipality, the SWMP Implementation Plan includes an action to update the Development Engineering Guidelines (SWMP2).

The development of flood maps within the municipality (SWMP4) will ensure that new developments appropriately consider flood events and impacts. This will help ensure that any necessary drainage upgrades are implemented as part of the development.

Additionally, fact sheets will be developed as part of the implementation of the SWMP to detail how the Council manages new developments in respect to flooding (SWMP18).



# Issues with Development Approval Process

There were 3 comments received regarding issues with Development Approval Process.

The feedback pointed out problems with the current development approval process, emphasising the need for clearer guidelines to ensure the developers know the Council requirements upfront. They also called for better management of Water Sensitive Urban Design (WSUD) options in new developments.

## **Key pull out quotes:**

*“Council are asking developers to install new infrastructure, and replace aging infrastructure, deal with blocked drains which cause flooding, all at the developer’s expense.”*

*“The market currently offers limited treatment options to achieve what council is currently requesting, noting other councils are open to discussions without providing a blanket rule that requires all developments to meet regardless of site conditions.”*

*“Water tanks are the backbone of WSUD in infill developments, accepted by council and developers, but they provide only a limited amount of treatment on site.”*

*“The achievement of 100% best practice on-site for infill development sites is neither practical nor contemplated by the planning scheme.”*

*“The best method to achieve 100% best practice is to contribute to off-site stormwater management in lieu of providing an on-site stormwater management system”*

## **Officer Response:**

The SWMP Implementation Plan outlines several critical actions:

**Updating Development Engineering Guidelines (SWMP2):** This involves revising existing guidelines to ensure they are aligned with current best practices and standards.

**Reviewing and Improving the Development Approval Process (SWMP3):** This action aims to enhance the efficiency and effectiveness of development approvals.

**Developing Water Sensitive Urban Design (WSUD) Guidelines (SWMP10):** These guidelines will provide practical options for implementing on-lot WSUD assets, promoting sustainable and environmentally friendly design.

**Investigating a Council Stormwater Offsets Program (SWMP9):** The current Stormwater Offset Program requires developers to make financial contributions to Melbourne Water, which allocates funds to councils based on project priorities. However, a Council Offset Program would allow the municipality to receive financial contributions directly for local projects. This program would enable the Council to prioritize and fund stormwater management projects that align with local needs and strategic goals.

Funds collected through the offsets program could be used for large-scale stormwater management infrastructure, such as wetland construction, waterway restoration projects, and enhanced flood control measures. This approach ensures that the impact of new developments on the stormwater system is managed, even when site-specific constraints prevent the full implementation of WSUD measures.

The stormwater offsets program encourages sustainable urban development by providing a flexible and effective means for developers to fulfill their stormwater management obligations.

## **Flood impacts from neighbouring properties**

There were 3 submissions received regarding Flood Impacts from Neighbouring Properties.

Feedback outlined stormwater nuisances from neighbouring properties. They highlighted the need for clear information on how these issues can be addressed.

### ***Key pull out quotes:***

***“The water is clearly coming from my neighbour’s property. I have spent thousands replacing gravel and repairing my driveway only to see it washed out on to the road. Surely the council can help”***

***“Our problem is that the pits and drains are not maintained as they are in private properties and the residents often don’t keep them clear or if new residents don’t even know they exist”***

***“ I believe residents should be prompted by the council to maintain them.”***

### **Officer Response:**

Stormwater nuisances from adjoining land are regulated under the Water Act 1989. The Council is not designated under this legislation to enforce nuisance flooding compliance between two private properties and cannot request an adjoining owner to comply with this Act. This has been stated in both the Stormwater Policy and the Stormwater Management Plan.

The SWMP Implementation Plan includes an action to develop fact sheets to outline this information (SWMP19).

## **Flood Impacts and Lack of Coordination Among Drainage Authorities**

There were 6 submissions received regarding Flood Impacts and Lack of Coordination Among Drainage Authorities.

The feedback highlighted issues with coordination among different drainage authorities, leading to ineffective management of drainage assets. They stressed the need for joint efforts to manage local, regional, and major road drainage systems.

### ***Key pull out quotes:***

***“One glaring oversight in all this though is that council's plan need to include a powerful and ongoing advocacy with Vicroads. The lack of flooding and stormwater management of the major roads through the shire by Vicroads is appalling and adds incredibly to the council's task with the minor roads.”***

***“It is also good to see that alternative sources of funding are being explored, besides raising rates.”***

*“There have been several instances of water flooding across the intersection. A large channel drain alongside our office cannot handle the volume of water and overflows at the front and rear of the building. Small amounts of water have previously entered the building. In the first week of January this year, with the intense rain, our office was flooded with water coming in the front door and going out the back door and flooded again in the same week but to a lesser extent. Floor coverings, files, some furniture were damaged. We were fortunate to be referred to a specialist salvage company. They came on short notice, removed the carpets and installed heaters and dehumidifiers which were left going continuously for two weeks. Business was disrupted, but carpets etc. have now been replaced. It will happen again if the drainage is not rectified.”*

#### **Officer Response:**

The drainage network within the Yarra Ranges is managed by various drainage authorities. The Council manages the local drainage network, Melbourne Water manages waterways and regional drains, and the Department of Transport and Planning manages the drainage assets along the major road network.

Strengthening collaborations with key agencies will be crucial for implementing joint stormwater projects.

The plan also explores various funding mechanisms, including grants, developer contributions, and stormwater offsets, to support its initiatives. Securing diverse funding sources ensures the sustainability of the program and enables the municipality to carry out the necessary actions to achieve its stormwater management goals.

## **Landslip Risk**

There were 2 responses received regarding Landslip Risks.

Concerns were raised about the risk of landslips due to concentrated stormwater flows in EMO areas. The community emphasised the need for better flood mapping and prioritisation of drainage upgrades to reduce this risk.

#### **Key pull out quotes:**

*“I live in the foothills of Mt Dandenong, in areas close to landslide overlays. We have experienced trouble with stormwater (overland flows, blocked drains, erosion issues etc), which have led to small landslides, damage to infrastructure and on-going maintenance issues for the Council. I value that the Stormwater Management Plan details (at a high level) the Council's proposed approach to identifying and prioritising upgrades to stormwater infrastructure, but I'm concerned that the current catchment/flood mapping analyses are not necessarily capturing the true extent of stormwater/flooding issues in the Council.”*

**Officer Response:**

Concentrated stormwater flows and run-off within EMO areas can increase the likelihood of, and trigger landslips. The development of flood maps will assist in understanding where these concentrated flows occur, helping to identify and prioritise necessary drainage upgrades.

To further clarify this item, SWMP7 has been updated as follows:

**SWMP7 – Develop and prioritise a program of drainage upgrade works focused on reducing risk to properties. Critical areas will be determined via a combination of flood modelling (SWMP4) and hazard categorisation assessment (flood depth, flood velocity, and overlays such as EMOs).**

## **Advisory Committee Feedback**

A summary of the feedback received from the Sustainable Environment Advisory Committee (SEAC) include:

- The Stormwater Management Plan document is too technical in the language it uses to convey its purpose
- There is an overly urban focus on the plan's actions, whereas we are concerned our rural landscapes are being overlooked
- Insurance impacts to the community

A summary of the feedback received from the Indigenous Advisory Committee (IAC) include:

- The impact of colonisation on natural water flow paths, causing flooding and degradation needs to be highlighted
- There is a need to identify natural flow paths to prevent future flooding.
- We need to work with the natural elements of Country to ensure sustainable outcomes and the ongoing health of Country, especially with the growing impact of climate change.
- Highly effective land management such as traditional cultural fire practices and innovation need to be incorporated.

**Officer Response:**

In response to feedback from the SEAC regarding the Stormwater Management Plan being too technical, we have revised the language to make it more accessible to the community. Additionally, an overview document has been created to highlight key information from the SWMP.

One of the primary objectives of the SWMP is to maintain healthy and valued rural landscapes. The plan aims to protect the environmental values and physical characteristics of these landscapes from degradation by stormwater.

Incorporating feedback from the IAC, we have added a new section titled "Indigenous Water Knowledge" to the Stormwater Management Plan document.

# Conclusion

Feedback received during the six-week community engagement period has significantly enhanced our understanding of the stormwater issues impacting residents. We have updated the documents to incorporate these valuable insights.

The revised documents will be presented to the Council for adoption at the meeting on 27 August 2024.



# Local Government and Insurance

## Insurer Flood Data Requirements



Insurers need to employ the most up-to-date, comprehensive flood risk data available to ensure that the premiums they calculate reflect the true nature of the risks they cover.

Using the best available information improves an insurers ability to assess flood risk at an individual address level - they will be less likely to overprice or underprice flood insurance premiums. Importantly, where insurers have access to the same data as those who are responsible for mapping and managing the impact of flood, there is greater consistency in the messages residents receive about their exposure and vulnerability.

### Why floods are different from other natural disasters

Flood is complex and expensive to model accurately. Unlike other broadscale natural hazards like cyclone and earthquake, floods often impact the same locations repeatedly whilst never affecting other nearby land. Insurance claims from flooding are highly concentrated in these locations. This is why insurers need quality, high resolution geographic information system (GIS) data to understand flood hazard. Councils are frequently the custodians of the best quality and most current flood risk information.

Insurers are comfortable receiving data in many formats and in stages as it becomes available. Councils do not have to hold back delivery of information because it is not in consistent format or is due to be updated. As a general rule, insurers want to obtain:

- ✓ Flood hazard data;
- ✓ Elevation data; and
- ✓ Building location and floor height data

### Flood Hazard Data

Understanding flood hazard is essential to accurate flood risk pricing.

- Flood surfaces and/or depth grids, covering flood events from the design 10% AEP (10 year) to 0.01% AEP (10,000 year) and historical events, in any raster and/or vector format. The following AEP would provide a suitable range of events 10%, 5%, 2%, 1%, 0.2%, 0.01%. Flood insurance typically covers the current flood risk so the boundary condition and climate scenario model would ideally be for the current climate, not a conservative assumption;
- GIS polygons defining flood extents for available AEP events, as well as the boundaries of Council's declared

flood hazard or planning area for development control purposes.

- GIS data showing the location of any mitigation infrastructure as well as performance data regarding mitigation.
- Any GIS data defining the hydraulic and hydrology models, such as flood surface contours, flood height upstream, point flood height;
- Model or study domain, ideally as a GIS polygon
- Flood study report, ideally as PDF;
- Basic metadata regarding the provided data including the projection used.

### Building Location and Floor Height data

Identifying the location of the asset on a parcel of land and also the floor height is part of accurate flood pricing. This data can significantly affect the flood risk component of an insurance premium.

- Building property location, ideally as building footprint in a polygon or building footprint centroid as a point, or text file with coordinate information. In some flood-prone areas this data is so essential insurers will often consider reviewing other sources. For example, some occupation certificates or DA approvals can contain building information of value like floor height and location of building.
- Floor heights that are ideally of the first habitable level in Australian Height Datum (AHD) as a GIS point or text file with coordinate information. However any data on floor height can be of value and can improve the accuracy of flood pricing.

### Elevation Data

Understanding the elevation data used by councils for local flood models can have a significant influence on the ability to price flood risk accurately. Insurers understand that accurate modern elevation data can be difficult to provide due to licensing agreements. If elevation data is readily available insurers would prefer

- Any high resolution modern bare earth elevation data, ideally from LiDAR, in any common GIS raster or vector format.
- Delivered as a 1 to 5 meter grid cell, with vertical accuracy of 15 - 50cm.

While this represents the ideal scenario, any elevation data currently used by a council for their own planning and flood modeling purposes, can be made use of to help the industry to accurately assess flood risk at address level.

## Riverine Flooding vs. Overland Flow

Rapid developments in processing power and the capabilities of hydraulic modeling software in the last three years have resulted in more flood studies being completed using “rainfall on grid” methods.

This can create difficulties for both Floodplain Management Entities and a small number of insurers who offer flood cover on an opt-out basis because two different mechanisms of inundation (overland flow and riverine flooding) are included in the raw result set and it is not simple to separate the results.

For insurance purposes flood is now defined in federal legislation covering home building, home content, small business and strata building policies, as:

*“The covering of normally dry land by water that has escaped or been released from the normal confines of any lake, river, creek or other natural watercourse (whether or not altered or modified) or any reservoir, canal or dam”.*

This definition does not include the impacts of overland flow, which is typically covered as a standard inclusion in home insurance policies.

Councils are not obliged to use the mandated insurance definition of flood. Where a council has created local flood data that includes flooding from sources other than those considered by insurers as flood risk, difficulties can arise for a small number of insurers.

There are two ways in which these insurers can address this issue:

- Where a Council chooses to differentiate between overland flow and riverine flooding, the insurer would review how this assessment relates to the definition of flooding and preferably use only the riverine flooding output as determined by Council’s processes;
- Where a Council chooses not to differentiate between overland flow and riverine flooding as per the definition, the insurer will need to make this differentiation. This would take into account hydrology consultations, topographic and hydrological features of the catchment and the definition of flooding above. Only the riverine flooding component would then be used in flood premium calculations.

## Coastal Inundation

“Flood” as defined for insurers does not include inundation due to action of the ocean, and various insurers have different approaches to covering this risk.

Flood studies in coastal areas often assess the impact of coincident Riverine and Coastal flooding and may include assessment of storm surge. Where this is the case, an insurer may prefer to assess flood premiums using riverine flooding only, in conjunction with a “normal” rather than an “extreme” downstream ocean level.

## Storm Surge

“Flood” as defined for insurers does not include inundation due to storm surge. However the number of insurers covering this risk, defined separately, is increasing. Data held by coastal councils describing storm surge exposures is of interest to the industry and would help more insurers to enter this market.

## Climate Change and Sea Level Rise

You may have seen media reports about projected sea-level rise or climate change scenarios leading to higher insurance premiums. This is a myth. Home building and contents insurers are not covering risk in 25, 10 or even 5 years time. They are covering the next 12 months from when a policy begins. This means insurers only set premiums based on the current risk, not the risk under any projected future climate scenarios. Where future climate scenarios have been used to develop hazard data it is ideal if council can provide insurers with guidance to help them determine risk according to current climate scenarios.

**You can contact the Insurance Council of Australia (ICA) on 1800 734 621 or go to the [Insurance Council’s dataglobe website](#) for more information.**

## CAPITAL DEVELOPMENT GRANTS 2024

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Report Author: Manager Recreation Parks & Facilities  
 Responsible Officer: Director Built Environment & Infrastructure  
 Ward(s) affected: (All Wards);

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*The author(s) of this report and the Responsible Officer consider that the report complies with the overarching governance principles and supporting principles set out in the Local Government Act 2020.*

### CONFIDENTIALITY

This item is to be considered at a Council meeting that is open to the public.

### SUMMARY

This report outlines the outcome of the 2024-2025 Recreation and Sport Capital Development Grant Program.

Twelve projects are recommended to be funded through this round of the grant program.

Funding agreements will be established with each recipient for the delivery of their initiative following formal approval by Council.

One project is not recommended for approval in this round. Where eligible, the Recreation & Sport team will continue to work with the community group on the development of their grant application for future rounds or to have the project delivered in another way.

### RECOMMENDATION

***That Council endorse the proposed successful funding applications of the 2024/2025 Capital Development Grant Program to provide the following grant amounts:***

- 1. \$30,000.00 to the Monbulk Recreation Reserve Development Group***
- 2. \$30,000.00 to the Lilydale BMX Club Inc***
- 3. \$30,000.00 to the Scout Association of Australia – Montrose Scout Group***
- 4. \$30,000.00 to the Eastern Ranges Football Club***
- 5. \$27,243.00 to the Melbourne Gun Club***
- 6. \$25,000.00 to the Yarra Ranges Athletics***
- 7. \$15,000.00 to the Hoddles Creek Cricket Club***



8. **\$10,975.00 to the Montrose Football Club**
9. **\$10,164.00 to the Yarra Glen Cricket Club**
10. **\$8,085.00 to the Wandin Football Netball Club**
11. **\$5,500.00 to the Seville Pony Club**
12. **\$4,524.00 to the Steels Creek Tennis and Social Club**

## **RELATED COUNCIL DECISIONS**

Council Meeting 10 October 2023 – Council resolved to provide \$173,349 as part of the 2023/2024 Recreation and Sport Capital Development Grant Program to 16 successful clubs and associations for improvements to their facilities.

## **DISCUSSION**

### ***Purpose and Background***

The purpose of the Capital Development Grants is to support the local community to carry out projects that will improve and benefit, not only sport and recreation organisations, but also the wider community.

The Grant applications proposed to be funded have been assessed as having demonstrated an ability to achieve significant outcomes in the four criteria outlined in the Capital Development Grant Program – Funding Guidelines, as follows:

- Clear evidence of demand for the project and the ongoing benefits to community participation (40%).
- The degree to which the organisation has provided the required project documentation and can demonstrate the ability to deliver the project (30%).
- Demonstrated increased opportunities for female participation and/or disadvantaged groups (25%).
- Sustainability elements incorporated in design, materials or outcomes (5%).

### ***Options considered***

In the published 2024/2025 Capital Works Budget, \$364,000 is allocated towards the Capital Development Grants Program.

The 2024/25 program has seen a decrease in the number of applications from previous years. This has allowed the recommended projects to be fully funded and will see the delivery of 12 successful projects to improve sport and recreation outcomes across the municipality.

***Recommended option and justification***

The 2024-25 Recreation and Sport Capital Development Grant Program will see a total of \$226,491 awarded to 12 successful applications.

Summary of recommended applications and funds awarded:

<b>Club</b>	<b>Project</b>	<b>Grant Recommended</b>	<b>Total Project Cost</b>
Monbulk Recreation Reserve Development Group	Behind goal netting	\$30,000	\$80,000
Lilydale BMX Club	Safety Upgrades	\$30,000	\$65,071
The Scout Association of Australia, Victorian Branch - Montrose Scout Group	Enhancing Safety, Accessibility, and Sustainability at the Montrose Scout Hall	\$30,000	\$69,387
Eastern Ranges Football Club	Behind the Goals Netting	\$30,000	\$79,930
Melbourne Gun Club	Flood Mitigation Works	\$27,243	\$54,486
Yarra Ranges Athletics	Morrison Reserve Change Rooms and Gym Redevelopment for Female Athletes	\$25,000	\$50,000
Hoddles Creek Cricket Club	Storage and Change Rooms Facility Upgrade	\$15,000	\$30,000
Montrose Football and Netball Club	Elizabeth Bridge Scoreboard	\$10,975	\$21,945
Yarra Glen Cricket Club	Pitch Repairs (Main Oval) and Pitch Upgrade (2nd Oval)	\$10,164	\$20,328
Wandin Football Netball Club	Scoreboard Project	\$8,085	\$16,170
Seville Pony Club	Resurface of Arena	\$5,500	\$11,000
Steels Creek Tennis and Social Club	Steels Creek Tennis Club Outdoor Area Renovation	\$4,524	\$9,048

The 12 successful applications equate to a total grant request of \$226,491 from the 2024-25 Program for projects that amount to a combined value of \$507,366. One application was not supported by the panel due to not meeting the application criteria and funding ratios as per the program guidelines (Attachment 1) and the risk of delivery of the project.

The project considered unsuccessful by the assessment panel is:

<b>Club</b>	<b>Project</b>	<b>Grant Requested</b>	<b>Total Project Cost</b>
Wesburn Junior Football Club	Installation of around ground fencing	\$38,489	\$83,489

The total project value of each grant project is capped at \$80,000 with a maximum contribution of \$30,000 from Council. Therefore, the above project did not meet the funding ratios in the program guidelines. This project also included \$45,000 of in-kind labour contribution with no confirmation from relevant trades of in-kind contribution which presents a high risk to delivery. The installation of fencing is not a project Council would generally have members of a club deliver. Councils Parks Assets team manage the renewal and upgrade of sports field fencing through experienced trades. Officers in the Sport Team will work with the Parks Assets Team to identify any opportunity for this project to be listed on the current renewal program.

## **FINANCIAL ANALYSIS**

An annual budget for the program is included in Council's 10 Year Capital Expenditure Program. The 2024-25 budget for this program is \$364,000. Previous funds awarded to sixteen applications in 2023/24 were \$173,349.

It is recommended to award a total of \$226,491 to 12 applications for the 2024/25 funding round.

## **APPLICABLE PLANS AND POLICIES**

This report contributes to the following strategic objective(s) in the Council Plan:

The projects delivered by the proposed successful applicants will significantly contribute to enhancing health outcomes, including decreasing obesity and improving mental health and wellbeing. By engaging and encouraging people to be physically active and creative we can protect, improve and promote public health and wellbeing for all ages.

The Recreation and Open Space Strategy 2013-2023 sets out directions for creating healthy and active environments and services in Yarra Ranges and provides a framework to guide future development and management of Council's recreation reserves, parks and community spaces.

## **RELEVANT LAW**

Not Applicable

## **SUSTAINABILITY IMPLICATIONS**

### ***Economic Implications***

This funding program supports volunteer/not for profit organisations, delivering important community infrastructure that ensures sustainability of the organisation delivering the project.

### ***Social Implications***

Sport and Recreation clubs across Yarra Ranges provide an opportunity for residents to participate physically in a structured sport or recreation activity however the social value of these clubs is the basis of which they are formed.

The sense of belonging and community that clubs provide to the social fabric of our region contributes significantly to the health and wellbeing outcomes of all participants.

Several of the projects submitted support recreation participation to the wider community, including female and disadvantaged community members.

Research by LaTrobe University's Centre for Sport and Social Impact (CSSI) reported that for every \$1 spent on a community sporting club (in this case Australian Rules), there is at least a \$4.40 return in social value.

The social return on investment in social value was in terms of increased social connectedness, wellbeing, mental health status; employment outcomes; personal development; physical health; civic pride, and support of other community groups.

### ***Environmental Implications***

Each project either has a positive or neutral effect on the surrounding environment.

## **COMMUNITY ENGAGEMENT**

Advertising for submissions occurred via Council's website, the monthly Sport Newsletter and direct email notification to sporting clubs and user groups across the municipality.

It was advised that applications were open from 9am, Monday 27th May 2024 and were to close 11:59pm, Sunday 7th August 2024.

All applications were assessed against the criteria by four Council officers ('assessors') from Council's Recreation and Sport team and one officer from Council's Property and Leasing team, who understood the assessment process and/or has knowledge of infrastructure development and maintenance.

The following process was followed by each of the assessors:

1. Applications assessed independently.
2. Allocated a project score using the criteria provided.
3. Met and discussed each project.
4. Agreed on a final score; and
5. Allocated funds based on the final outcomes of assessment and budget.

This process was overseen and coordinated by the Recreation Development & Liaison Officer.

### **COLLABORATION, INNOVATION AND CONTINUOUS IMPROVEMENT**

The Sport team will collaborate with the relevant internal departments that have an interest in specific projects. The team have well developed relationships with the Parks, Parks Assets, Sports field Management, Major Projects, Facilities and Property and Leasing teams whose input is sort through the delivery of the projects.

### **RISK ASSESSMENT**

All successful applications are required to enter into a formal funding agreement with Council prior to project commencing.

The delivery of all successful projects will be overseen by the Recreation and Sport team.

### **CONFLICTS OF INTEREST**

No officers and/or delegates acting on behalf of the Council through the Instrument of Delegation and involved in the preparation and/or authorisation of this report have any general or material conflict of interest as defined within the *Local Government Act 2020*.

### **ATTACHMENTS TO THE REPORT**

1. Recreation and Sport Capital Development Grant Program Guidelines

# RECREATION AND SPORT CAPITAL DEVELOPMENT GRANT PROGRAM



**Hoddles Creek Cricket Club -**  
*Pitch Repairs*



**Lilydale Junior Football Club –**  
*Players Boxes*



**Upper Yarra Pony Club -**  
*Leveling, fencing and surfacing of round yard*

# FUNDING GUIDELINES 2024/25

## What is the Capital Development Grant Program?

Yarra Ranges Council will provide funding to not-for-profit recreation and sporting organisations within the municipality to improve their existing facilities. This can be achieved through improvements to buildings, outdoor spaces and outdoor facilities as long as the building/area is owned and/or maintained by council.

The objective of the Capital Development Program is to support the local community to carry out projects that will improve and benefit not only sport and recreation Clubs in the Yarra Ranges, but also the wider community.

## Why Yarra Ranges Council funds the Capital Development Grants

Yarra Ranges Council is committed to:

- Improving the physical and mental health of its community through sport and recreation
- Increasing participation across all sports and recreation activities.
- Support active living
- Improving the safety of the community

## Important dates

Event	Date
Applications open:	9.00am, Monday 27 <sup>th</sup> May 2024
Applications close:	11.59pm, Sunday 7 <sup>th</sup> July 2024
Evaluation process:	July 2024 to September 2024
Projects to be completed:	September 2024 to 30 June 2025

*\*the project should be completed no later than 30 June 2025*

## About the Grant?

- Grants are up to \$30,000
- Club contributions will constitute a minimum 50% of the total project cost (In-kind contributions will be accepted based on valid quotations)
- Total project cost can be no more than \$80,000 - which would consist of \$30,000 from Council and \$50,000 from the sport and active recreation organisation
- Funding is provided as a one-off grant for a capital improvement, to buildings, facilities or land managed/maintained by Yarra Rages Council under a lease/licence or annual/seasonal tenancy
- Only one application per organisation will be accepted.

## Who Can Apply

- Not-for-profit sporting or active recreation organisations that have a current lease/license or tenancy/JUA agreement with Yarra Ranges Council or recognised government body which the land is managed/maintained by Yarra Ranges Council

## Who Cannot Apply

- Individuals
- Profit making organisations (Businesses).
- Sport or active recreation organisations without a current lease/license or tenancy/JUA agreement with Yarra Ranges Council on land which is not owned, managed or maintained by Yarra Ranges Council

## Eligible Projects

- Cosmetic improvements to pavilions and club rooms, including kitchens, bathrooms and social space
- Improvements to sporting and recreational facilities
- New infrastructure initiatives to encourage active living
- Projects that reduce risk/improve safety
- Storage improvements
- Fencing

Priority will be given to projects that address the following objectives:

- Improve opportunities and/or the environment for female participation in sport and recreation
- Improve access for disadvantaged groups (e.g. disability, cultural, low socio-economic) to sport and recreation facilities
- Projects that incorporate sustainability elements in design, materials or outcomes ie. environmental, economic or social

## Ineligible Projects

- Maintenance works considered as your organisation/ clubs' responsibility under the current Tenancy or Lease agreement with Council
- Projects which exclude access to the public or community groups
- Structural changes to pavilions and club rooms
- Ongoing administration/operational costs
- Works that have already been started or completed
- Sports Lighting Upgrades
- Appliances and/or non-permanent equipment.



## Assessment Criteria

Criteria	Weighting
1. Clear evidence of demand for the project and the ongoing benefits to community participation.	40%
2. The degree to which the organisation has provided the required project documentation and can demonstrate the ability to deliver the project	30%
3. Demonstrated increased opportunities for female participation and/or disadvantaged groups.	25%
4. Sustainability elements incorporated in design, materials and outcomes.	5%

## Prior to applying

Please consider the following prior to completing your application;

1. Discuss the grant opportunity with the Club Committee
2. Is there a project that will meet the criteria and enhance the Club?
3. Do you have the required funds to contribute?
4. Are you capable of delivering the project within the timeline?
5. Is there someone who can arrange the project and has the required time/skills?
6. Contact The Sport team to discuss the project and ensure it is eligible
7. Commence planning and research your project in detail.
8. Develop a clear project plan & collect required project information outlined in the online application form

## Supporting documentation required as part of application:

Quotes and/or cost estimates	Mandatory
Draft plans/design/project details	Mandatory
Evidence of funds ie. Bank statement or letter from funding provider	Mandatory
Council's Project Management Framework	Mandatory
Letters of support	Desired
Current Annual Report or Business plan	Desired

## If your project is successful you will need to provide the below documentation before commencement:

Updated Project Management Framework	Mandatory
Signed Council funding agreement	Mandatory
Evidence of Permit application only if required ie. Building or planning	Mandatory
Confirmation of tradesperson/contractor/supplier for project	Mandatory

## How to Apply

- Head to the link: <https://yarraranges.smartygrants.com.au/CapitalDevelopmentGrants202324>
- Follow all the information and prompts on the online form
- Save as you go, to reduce the risk of losing your work
- You may save your application mid-way through and come back to it at another time
- If you have trouble attaching any supporting documents to the application form, email them through separately to [sport@yarraranges.vic.gov.au](mailto:sport@yarraranges.vic.gov.au) with your application number.

## Successful Applicants

Council will review applications after 8<sup>th</sup> July 2024 and notify applicants of the outcome by **Mid-September 2024**. All applicants will be notified via email.

## Payments

- Payments of grants will be done via EFT
- **80%** of the monies will be transferred once the above mandatory requirements for Council have been received
- The remaining **20%** will be transferred upon competition and inspection of works by Council.

## Variations

- Approval for any variation to projects outside of the completion timeframe must be received in writing to be considered by Council.

## Further information

If you require further information or have questions, please contact;

Name	Position	Contact details
Ellie Ingwersen	Recreational Development & Liaison Officer	p 9294 6769 m 0429 831 067 e <a href="mailto:e.ingwersen@yarraranges.vic.gov.au">e.ingwersen@yarraranges.vic.gov.au</a>
Jason Young	Recreational Development & Liaison Officer	p 9294 6773 m 0456 781 725 e <a href="mailto:j.young@yarraranges.vic.gov.au">j.young@yarraranges.vic.gov.au</a>
Sarah Parsons	Project Support Officer	p 9294 6991 e <a href="mailto:s.parsons@yarraranges.vic.gov.au">s.parsons@yarraranges.vic.gov.au</a>
General enquiries	Yarra Ranges Council Customer Service Team	p 1300 368 333 e <a href="mailto:sport@yarraranges.vic.gov.au">sport@yarraranges.vic.gov.au</a>

## **CAMPBELL ROAD, CROSLY STREET AND PILMER ROAD, HEALESVILLE DISCUSSION OF SPECIAL CHARGE SCHEME**

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Report Author:           Manager Infrastructure Services  
 Responsible Officer:   Director Built Environment & Infrastructure  
 Ward(s) affected:       Ryrie;

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*The author(s) of this report and the Responsible Officer consider that the report complies with the overarching governance principles and supporting principles set out in the Local Government Act 2020.*

### **CONFIDENTIALITY**

This item is to be considered at a Council meeting that is open to the public.

### **SUMMARY**

Council at its meeting on 14 June 2022 considered a report relating to the proposed construction of Campbell Road, Crosley Street and Pilmer Road, Healesville and resolved to declare a special charge in accordance with the provisions of Section 163 of the *Local Government Act 1989*.

The construction of Crosley Street will help address road maintenance, dust and stormwater runoff issues which otherwise Council will be asked to consider at its cost, if the project does not proceed.

In March 2021, 81% of landowners responded in support of the scheme.

However, after the Declaration of the Special Charge and the VCAT appeals period had lapsed, a joint letter signed by various landowners in Crosley Street was received, raising objection to the inclusion of Crosley Street in the Special Charge Scheme.

In response (and outside of the legislated process), an additional survey of residents' support was undertaken to determine the extent of shift in support.

Landowners in Crosley Street only, were surveyed in October/November 2022 to gauge support for the Special Charge Scheme. The result was a slight majority of landowners did not support construction of the road (6 of 11).

It is recommended the scheme continues as declared in June 2022 and that Crosley Street remains as part of the Special Charge Scheme, on the basis that:

- The significant majority of landowners across the group of roads were in support of the Special Charge Scheme,
- The additional survey being conducted outside the SCS process, post

declaration under section 163 of the Local Government Act and post VCAT appeals period, and

- Rescinding a Scheme declared by Council under section 163 of the Local Government Act would undermine the robustness/legitimacy of future SCS decisions by Council,

## **RECOMMENDATION**

***That Crosley Street and abutting properties remain in the Campbell Road, Crosley Street and Pilmer Road, Healesville - Special Charge Scheme, and notify residents accordingly.***

## **RELATED COUNCIL DECISIONS**

At its meeting on 14 June 2022, Council declared a special charge for works associated with the Campbell Road, Crosley Street and Pilmer Road, Healesville Special Charge Scheme.

This report has been published on Council's website and is available by searching the Agenda for the 14 June 2022 Ordinary Meeting.

## **DISCUSSION**

### ***Purpose and Background***

Council at its meeting on 14 June 2022 considered a report relating to the proposed construction of Campbell Road, Crosley Street and Pilmer Road, Healesville and resolved to declare a special charge in accordance with the provisions of Section 163 of the *Local Government Act 1989*.

Prior to the declaration of a Special Charge landowners are informed and consulted about the project, and they have many opportunities to comment/object to the Special Charge Scheme throughout the statutory process which takes approx. six months to progress through. This includes the initial questionnaire, landowner briefing, intent to levy report, section 223 public notice and right to make a submission, declaration report and option to make VCAT application for review. Each step along the way landowners are sent correspondence and provided with avenues to discuss any concerns about the Special Charge scheme.

After formally declaring the special charge, all landowners forming part of the scheme were sent a formal notice from Council outlining the details of the charge and the right of appeal to VCAT.

There were no appeals received by VCAT and the statutory process had then reached completion. The next steps were to commence the tender/quotation process, commence construction and add the charge to the property.

The majority of Crosley Street landowners who had returned a questionnaire supported the scheme when the original landowner questionnaire was conducted in March 2021.

Crosley Street was included as a Special Charge Scheme as part of Campbell Road and Pilmer Road, Healesville to achieve efficiencies in the delivery of these three road construction projects.

The landowner questionnaire results conducted in March 2021-

- 31 responses in total (31 out of 34 properties - 91% response rate)
- With 25 responses (81%) in support
- With 6 responses (19%) against the scheme
- With 3 non-responses
- True support 74%- percentage of all landowners in support.

The individual results for Crosley Street-

- 9 out of 11 (81% of all properties) landowners responded
- 5 (56% of responses) supported the scheme
- 4 (44% of responses) opposed the scheme.
- 2 non-responses

A joint letter signed by various landowners in Crosley Street was received, raising objection to the inclusion of Crosley Street in the Special Charge Scheme. This was received well after the Special Charge had been formally declared by Council and the VCAT appeals period had also lapsed.

In response (and outside of the legislated process), an additional survey of residents' support was undertaken to determine the extent of shift in support.

Results were as follows:

- 11 (100%) of Crosley Street landowners responded to the questionnaire.
- 5 (45%) landowners supported the construction of Crosley Street, and
- 6 (55%) landowners opposed the construction of Crosley Street.

To highlight the shift in response to the scheme factoring in the results received outside of the completed legislated process:

- 33 responses in total (33 out of 34 properties - 97% response rate)
- 25 responses (76%) in support
- 8 responses (24%) against the scheme
- 1 non-response
- True support 74%

The support level of a Special Charge Scheme is based in the level of true support which is the number of landowners who support the proposal divided by the overall number of properties in the scheme.

The level of true support for the Special Charge Scheme has remained the same and is 74% of landowners in support.

Landowners were informed that Council would consider the results of the questionnaire before providing further advice.

The original five landowners that supported the construction of Crosley Street remained and continue to advocate for the sealing, with commentary outlining that upgrade works are required as properties on the low side of the road are significantly impacted by stormwater runoff and ongoing road/drainage maintenance concerns.

The slight shift in response on Crosley was a result of two previous non-respondents from the original survey indicating opposition when re-surveyed. This has not changed the level of true support for the project and only marginally impacted the Crosley Street results.

### ***Options Considered***

#### Option 1

The initial process of declaring the Campbell Road, Crosley Street and Pilmer Road, Healesville Special Charge Scheme was undertaken in line with Councils Special Charge Scheme policy. As part of this process landowners involved in the scheme were given opportunity to provide submissions to Council prior to the declaration of the scheme in opposition or support of the scheme.

Council considered a submission opposing the inclusion of Crosley Street in the scheme and resolved to declare the special charge unchanged as per the Declaration of Special Charge Report's recommendations.

Following declaration of the scheme, landowners are also provided the opportunity to appeal Councils decision at the Victorian Civil and Administrative Tribunal (VCAT). Landowners on Crosley St were advised of the impending deadline and there was no appeal to Councils decision presented to VCAT for this Scheme.

As the process for declaring this Special Charge Scheme was:

- undertaken in accordance with Councils policy.
- submissions from landowners received were considered by Council on declaration of the scheme.

- No appeals were lodged with VCAT for the scheme.

Council can maintain its decision to include Crosley Street properties within this Special Charge Scheme.

### Option 2

Based on the change of support, albeit outside of formal process, Council could vary the Campbell Road, Crosley Street and Pilmer Street, Healesville Special Charge Scheme. The variation of the scheme would involve a report being prepared for Council to consider removing the properties abutting Crosley Street from the scheme.

### ***Recommended option and justification***

Given that a correct and consistent process was followed, that no appeal was lodged for the Scheme via VCAT, the risks to the SCS process in rescinding a declared scheme and in order to address road maintenance, dust and stormwater runoff issues it is recommended that there is no variation of the Campbell Road, Crosley Street and Pilmer Road, Healesville Special Charge Scheme.

## **FINANCIAL ANALYSIS**

Following detailed design for the construction of Campbell Road, Crosley Street and Pilmer Road, Healesville the estimated cost of works was determined as \$864,209 and will be funded by the Federal Government Roads for the Community Initiative.

The landowner contribution to the project will be fixed at \$238,000 with an additional \$35,700 in financing costs.

## **APPLICABLE PLANS AND POLICIES**

The construction of local roads as a Special Charge Scheme meets the Council Plan 2021-2025 strategic objective of Quality Infrastructure and Liveable Places. Local road construction also has benefits related to the strategic objective of a Vibrant Economy, Agriculture and Tourism.

Council's Special Rate and Charge Policy for Infrastructure Improvements sets out in detail the procedures for managing Special Charge Schemes.

## **RELEVANT LAW**

Section 166 of the Local Government Act 1989 states that Council must ensure that those persons who are liable to pay a special charge which is varied are notified it is varied.

Legal Advice relating direct to the Healesville Special Charge Scheme with respect to the potential exclusion of Crosley Street is summarised as follows:

1. Council is under no legal obligation to exclude Crosley Street, however, Council can exclude Crosley Street;
2. Crosley Street could be excluded via a resolution of Council pursuant to section 166 of the *Local Government Act 1989* (LGA 1989), subject to assessment of requirements set out in section 166;
3. Notably, as the Variation of the Scheme is a decision regarding a rate, it should be made by the Council (that is, not under delegation).

A critical point is that the special charge has been declared and the relevant VCAT review period has expired. Therefore, the Council has no obligation to determine to vary the Scheme and, no doubt, careful consideration must be given as to its variation.

## **SUSTAINABILITY IMPLICATIONS**

### ***Economic Implications***

Refer to Social Impacts (below) for commentary on affected landowners and financial hardship.

The *Local Government Act 1989* recognises that a property receives a special benefit from construction of an abutting road. The economic benefit to an individual property is however difficult to quantify.

### ***Social Implications***

Special Charge Schemes for road construction require sizeable contributions from abutting landowners. These contributions can lead to social and economic impacts for affected landowners. Council's *Special Rate and Charge Policy for Infrastructure Improvements* notes that those landowners with a demonstrated financial hardship may apply for assistance in accordance with Council's *Rate Recovery and Financial Hardship Policy*.

### ***Environmental Implications***

No vegetation will be impacted on Crosley Street if construction of the road does not proceed.

## **COMMUNITY ENGAGEMENT**

Community engagement was outlined when Council originally considered and then declared the Special Charge Scheme for the construction of Campbell Road, Crosley Street and Pilmer Road, Healesville.

Additional engagement with Crosley Street landowners is detailed above.

Following the Scheme Declaration, Council Officers received enquiries from both the Healesville Action Group (HAG) and media from the Star Mail \_Star New Group.



Both enquired about the governance process and accepted that a majority of support was achieved prior to Declaration with no formal objections submitted at VCAT.

### **COLLABORATION, INNOVATION AND CONTINUOUS IMPROVEMENT**

Projects constructed under the Roads for Recovery Program have been jointly funded by the Federal Government and participating landowners.

### **RISK ASSESSMENT**

It was noted when the Special Charge Scheme was declared that the roads have existed in their current form for many years. If the proposed construction of the roads does not proceed, no unacceptable or unmanageable risk would be experienced by Council.

### **CONFLICTS OF INTEREST**

No officers and/or delegates acting on behalf of the Council through the Instrument of Delegation and involved in the preparation and/or authorisation of this report have any general or material conflict of interest as defined within the *Local Government Act 2020*.

### **ATTACHMENTS TO THE REPORT**

1. Project Cost Summary

**Campbell Road, Crosley Street and Pilmer Road, Healesville Proposed Special Charge Scheme**

<b>PROJECT COST SUMMARY:</b>		<b>COUNCIL COST SUMMARY:</b>		<b>APPORTIONMENT SUMMARY:</b>	
Total Project Cost	\$864,209	Council 20% Contribution	\$172,842	Unit Ratio =	100%
Less Council Cost only Items	\$0	Abuttal to Council & Crown Land Reserves	\$0	Total Landowner Units =	34.00
<b>Total Scheme Cost</b>	<b>\$864,209</b>	Subsidy for costs above FedFund ceiling	\$453,367	Total Council Units =	Nil
<b>Total Council Contribution</b>	<b>\$626,209</b>	Total Council Scheme Cost	\$626,209	\$ / Unit =	\$20,334
<b>Total Landowner Contribution</b>	<b>\$238,000</b>	Council Cost only Items	\$0	FedFund Ceiling \$/ Unit =	\$7,000
<b>Financing Costs</b>	<b>\$35,700</b>	Total Council Project Cost	\$626,209	FedFund Subsidy \$/ Unit =	\$13,334

ASSESSMENT NO.	DESCRIPTION	PROPERTY ADDRESS	DEVELOPMENT / BENEFIT UNIT	CHARGE FOR THE WORKS	ADJUSTED FOR CEILING	FINANCING CHARGE	TOTAL CHARGE	YEARLY CHARGE
40156	Lot 6 LP42353 Ca 8-	1 Crosley Street	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
40157	Lot 2 PS505360 Sec 3	Crosley Street	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
40159	Lot 1 PS505360 Sec 7	Crosley Street	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
40160	Lot 2 LP42353 Ca 8-	9 Crosley Street	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
40161	Lot 1 LP42353 Ca 8-	11 Crosley Street	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
40162	Lot 7 LP42353 Ca 8-	2 Crosley Street	0.50	\$10,167	\$3,500	\$525.00	\$4,025.00	\$402.50
40163	Lot 8 LP42353 Ca 8-	4 Crosley Street	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
40164	Lot 9 LP42353 Ca 8-	6 Crosley Street	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
40165	Lot 10 LP42353 Ca 8	8 Crosley Street	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
40166	Lot 11 LP42353 Ca 8	10 Crosley Street	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
40167	Lot 12 LP42353 Ca 8	12 Crosley Street	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
41999	Lot 21 LP134079 Ca 1	Campbell Road	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
42000	Lot 22 LP10079 Ca 9	3 Campbell Road	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
42001	Lot 23 LP10079 Ca 9	5 Campbell Road	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
42002	Lot 24 LP10079 Ca 9	7 Campbell Road	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
42003	Lot 25 LP10079 Ca 9	9 Campbell Road	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
42004	Lot 16 LP10079 Ca 9	2 Campbell Road	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
42005	Lot 17 LP10079 Ca 9	4 Campbell Road	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
42006	Lot 18 LP10079 Ca 9	6 Campbell Road	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
42007	Lot 19 LP10079 Ca 9	8 Campbell Road	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
42008	Lot 20 LP10079 Ca 9	10 Campbell Road	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
43202	Lot 1 LP18202 Ca 9	7 Pilmer Road	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
43203	Lot 2 LP18202 Ca 10	9 Pilmer Road	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
43204	Lot 3 LP18202 Ca 10	11 Pilmer Road	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
43205	Lot 4 LP18202 Ca 10	13 Pilmer Road	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
43206	Lot 1 TP252090 Ca F	15 Pilmer Road	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00

**Campbell Road, Crosley Street and Pilmer Road, Healesville Proposed Special Charge Scheme**

<b>PROJECT COST SUMMARY:</b>		<b>COUNCIL COST SUMMARY:</b>		<b>APPORTIONMENT SUMMARY:</b>	
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<b>Total Scheme Cost</b>	<b>\$864,209</b>	Subsidy for costs above FedFund ceiling	\$453,367	Total Council Units =	Nil
<b>Total Council Contribution</b>	<b>\$626,209</b>	Total Council Scheme Cost	\$626,209	\$ / Unit =	\$20,334
<b>Total Landowner Contribution</b>	<b>\$238,000</b>	Council Cost only Items	\$0	FedFund Ceiling \$/ Unit =	\$7,000
<b>Financing Costs</b>	<b>\$35,700</b>	Total Council Project Cost	\$626,209	FedFund Subsidy \$/ Unit =	\$13,334

ASSESSMENT NO.	DESCRIPTION	PROPERTY ADDRESS	DEVELOPMENT / BENEFIT UNIT	CHARGE FOR THE WORKS	ADJUSTED FOR CEILING	FINANCING CHARGE	TOTAL CHARGE	YEARLY CHARGE
43415	Lot 13 LP10079 Ca 9	24 Thomas Road	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
43416	Lot 14 LP10079 Ca 9	26 Thomas Road	0.50	\$10,167	\$3,500	\$525.00	\$4,025.00	\$402.50
68156	Lot 1 TP12406 Ca P1	3-5 Pilmer Road	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
78245	Lot 6 PS345984 Ca 9	12 Campbell Road	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
80422	Part Lot 13 LP4914 S	46 Thomas Road	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
83366	Lot 5 PS345984 Ca 9	14 Campbell Road	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
89340	Lots 1,2 & 3 PS7033	38 Thomas Road	2.00	\$40,669	\$14,000	\$2,100.00	\$16,100.00	\$1,610.00
91399	Lot 1 TP594856 Ca F	14 Pilmer Road	1.00	\$20,334	\$7,000	\$1,050.00	\$8,050.00	\$805.00
<b>Totals</b>			<b>34.00</b>	<b>\$691,367</b>	<b>\$238,000</b>	<b>\$35,700</b>	<b>\$273,700</b>	<b>\$27,370</b>

## THRIVING SUBURBS PROGRAM SUBMISSION

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Report Author: Manager Recreation Parks & Facilities  
Responsible Officer: Director Built Environment & Infrastructure  
Ward(s) affected: (All Wards);

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*The author(s) of this report and the Responsible Officer consider that the report complies with the overarching governance principles and supporting principles set out in the Local Government Act 2020.*

### CONFIDENTIALITY

This item is to be considered at a Council meeting that is open to the public.

### SUMMARY

There are three Federal Government grants recently made available for Local Government:

1. Housing Support Program,
2. Urban Precincts program, and
3. Thriving Suburbs Program.

A submission has already been made to the Federal Housing Support program to upgrade roads in areas aligned with the Yarra Ranges Housing Strategy 2024.

Further work is required to determine a suitable application/s under the Urban Precincts Program and will be presented to Council once ready.

Two submissions are proposed under the Thriving Suburbs Program:

1. Don Road, Healesville Community Pavilion and Reserve Upgrade.
2. Lillydale Lake Masterplan Delivery.

Both submissions are aligned with the grant criteria and Council's contribution can be met through a combination of Asset Renewal Fund, Asset Investment Fund and Public Open Space Funds over the delivery timeframe of the projects.

## RECOMMENDATION

### *That*

1. ***Note the submission made to the Federal Government’s Housing Support Program (Community Enabling Infrastructure Theme) to fully fund road upgrades in areas aligned with the Yarra Ranges Housing Strategy 2024.***
2. ***Endorse investigating a suitable application to the Federal Urban Precincts and Partnerships Program.***
3. ***Endorse two submissions to the Thriving Suburbs Program, with a 30% Council funding contribution:***
  - (a) ***Don Road Pavilion and Reserve Upgrades.***
  - (b) ***Lillydale Lake Masterplan Delivery.***
4. ***Authorises the Chief Executive Officer to modify submissions in response to any requests from the funding body, provided any changes do not materially increase the Council contribution.***

## RELATED COUNCIL DECISIONS

Yarra Ranges Housing Strategy 2024.

## DISCUSSION

### ***Purpose and Background***

There are three Federal Government grants recently made available for Local Government. The purpose of this report is to provide an overview of the grants, details of the recent submission, and outline the two proposed submissions.

### **Housing Support Program (Community Enabling Infrastructure Stream)**

<https://www.infrastructure.gov.au/territories-regions-cities/cities/housing-support-program>

The Community Enabling Infrastructure (CEI) Stream provides funding to local, state and territory governments for enabling infrastructure and community amenity projects. Each project’s primary aim must be to enable increased housing supply and to achieve the commitments of the National Housing Accord 2022 through the delivery of enabling infrastructure and/or community amenities to service or enhance liveability for new housing development(s). Projects must commence before 31 January 2025.

Earlier in August, a submission from Yarra Ranges Council was made, themed “Community Roads for Housing Support” which focused on providing an improved road network in substantial and increased growth areas identified in the Yarra

Ranges Housing Strategy 2024. The sealing and upgrade of roads provides a direct benefit to investment and development in these higher and medium density areas, offering a range of related benefits including improved accessibility for pedestrians, vehicles and bicycles, as well as delivering more effective drainage infrastructure.

The packages proposed in the project will upgrade and improve collector roads within the Major Activity Centres of Lilydale and Chirnside Park and the Large Neighbourhood Activity Centre of Mooroolbark where significant population and housing growth and intensification is forecast. This is balanced with additional projects in housing growth areas that sit outside the Urban Growth Boundary but play an important role in increasing housing diversity and supply for more regional centres. This critical community infrastructure is essential to attract investment in new housing developments in Yarra Ranges, supporting local employment and services and maximising community benefit.

### **Urban Precincts & Partnerships Program**

<https://www.infrastructure.gov.au/territories-regions-cities/cities/urban-precincts-and-partnerships-program>

This program seeks to support transformative investment in urban precincts based on the principles of unifying urban places, growing economies and serving communities. The program focuses on a partnership approach, bringing together governments, businesses and communities to deliver multi-purpose urban precincts that are place-based, tailored to local needs and positioned around a shared vision, need or theme.

There are two streams:

1. Precinct development and planning, and
2. Precinct delivery

It is an open program with no specified due date for submission. Further work is proposed to determine suitable opportunities.

### **Thriving Suburbs Program**

<https://www.infrastructure.gov.au/territories-regions-cities/cities/thriving-suburbs-program>

The objectives of this Federal grant program area:

- constructing or upgrading community infrastructure that fills an identified and immediate gap or unmet need for community infrastructure, particularly for communities that have experienced substantial growth.
- contributing to achieving social outcomes and increased community cohesion, liveability and accessibility for urban, suburban and peri-urban growth areas, fringe areas and inner suburbs.

- strategic alignment with the Australian Government's National Urban Policy to deliver targeted and place based investment that promotes sustainable growth and enables communities to thrive.

### ***Recommended option and justification***

Two submissions have been prepared in line with the grant criteria:

- *Don Road Pavilion and Reserve Upgrades.*

This project would deliver a multipurpose sports and community building and associated works that could be utilised by multiple user groups. The approximate cost is around \$8.25M (with \$2.5M Council contribution, equal to 30%) which includes a building and some peripheral works.

- *Lillydale Lake Masterplan Delivery.*

This package delivers on short and medium term priorities at Lillydale Lake, Council's most popular regional social recreation space located in the heart of Council's fastest housing and population growth. These priorities include enhanced accessibility from Box Hill Institute and the Kinley development, Disability Discrimination Act (DDA) improvements such as benches and paths, wayfinding and vegetation enhancements, with an approximate total cost of \$1.5 M to \$2M.

These projects are not currently funded in Councils Capital Works Budget. Federal funds would support delivery of these endorsed and high priority projects.

## **FINANCIAL ANALYSIS**

The Housing Support Grant is fully funded by the Federal Government.

There is no defined percentage of the proposal cost that must be contributed to the Urban Precincts Program.

The Thriving Suburbs Program requires a 30% contribution by Council. This can be met through a combination of Asset Renewal Fund, Asset Investment Fund and Public Open Space Funds over the delivery timeframe of the projects.

## **APPLICABLE PLANS AND POLICIES**

This report contributes to the following strategic objective(s) in the Council Plan:

- Connected and Healthy Communities
- Quality Infrastructure and Liveable Places
- Protected and Enhanced Natural Environment
- Vibrant Economy, Agriculture and Tourism

**RELEVANT LAW**

Not applicable

**SUSTAINABILITY IMPLICATIONS*****Economic Implications***

The Thriving Suburbs submissions are aligned with the intended outcomes of the program which is to:

- provide multi-use infrastructure which benefits a broad section of the community by improving access, equity and social inclusion.
- enhance amenity and liveability, particularly in suburban and peri-urban areas (new and outer suburbs) that are experiencing growth.
- contribute to the achievement of Government priorities supporting the resilience, adaptability, accessibility, sustainability and liveability of communities, including in First Nations communities.

***Social Implications***

The Thriving Suburbs submissions are aligned with the intended outcomes of the program which is to:

- provide multi-use infrastructure which benefits a broad section of the community by improving access, equity and social inclusion.
- enhance amenity and liveability, particularly in suburban and peri-urban areas (new and outer suburbs) that are experiencing growth.
- contribute to the achievement of Government priorities supporting the resilience, adaptability, accessibility, sustainability and liveability of communities, including in First Nations communities.

Community sport plays an important role in the social fabric of communities. Providing these clubs with fit for purpose, inclusive, and accessible pavilions encourage a larger cohort of the community to join and benefit from active lifestyles and encourages greater community connection.

Research by LaTrobe University's Centre for Sport and Social Impact (CSSI) reported that for every \$1 spent on a community sporting club (in this case Australian Rules), there is at least a \$4.40 return in social value.

The social return on investment in social value was in terms of increased social connectedness, wellbeing, mental health status; employment outcomes; personal development; physical health; civic pride, and support of other community groups.



### ***Environmental Implications***

The Thriving Suburbs submissions are aligned with the intended outcomes of the program which is to:

- provide multi-use infrastructure which benefits a broad section of the community by improving access, equity and social inclusion.
- enhance amenity and liveability, particularly in suburban and peri-urban areas (new and outer suburbs) that are experiencing growth.
- contribute to the achievement of Government priorities supporting the resilience, adaptability, accessibility, sustainability and liveability of communities, including in First Nations communities.

Specific environmental improvement opportunities, in particular related to climate change implications for any building at Don Road and high performing sustainability design elements, will be considered as part of detailed design.

Opportunities for improved environmental outcomes as part of road construction would be investigated as part of delivering Community Roads for Housing program, if the submission is successful.

### **COMMUNITY ENGAGEMENT**

A comprehensive community engagement was carried out in the development of the Lillydale Lake Masterplan. The submission implements a series of social inclusion and amenity projects at Lillydale Lake advocated for and supported by community feedback during the Masterplan's development.

Discussions with key stakeholders regarding upgrades at the Don Road Recreation Reserve are ongoing, and would continue throughout the detailed design process, if successful with the submission.

### **COLLABORATION, INNOVATION AND CONTINUOUS IMPROVEMENT**

No collaboration with other Councils, Governments or statutory bodies was sought in order to identify candidate projects for submission. Relevant authorities will be engaged as required in the delivery of each project.

### **RISK ASSESSMENT**

Risk management plans are a grant criteria requirement and have been developed as part of the submission.

If successful, detailed project delivery risk plans would be developed as part of Council's Project Management Framework.

## **CONFLICTS OF INTEREST**

No officers and/or delegates acting on behalf of the Council through the Instrument of Delegation and involved in the preparation and/or authorisation of this report have any general or material conflict of interest as defined within the *Local Government Act 2020*.

## **ATTACHMENTS TO THE REPORT**

Nil

**11. COUNCILLOR MOTIONS**

*In accordance with Chapter 3 Division 4 of the Governance Rules developed by Council in accordance with section 60 of the Local Government Act 2020.*

There were no Councillor motions received prior to the Agenda being printed.

**12. ITEMS THROUGH THE CHAIR**

**13. REPORTS FROM DELEGATES**

**14. DOCUMENTS FOR SIGNING AND SEALING**

*In accordance with Clause 87 of the Meeting Procedures and Use of Common Seal Local Law 2015, as prescribed by Section 14(2)(c) of the Local Government Act 2020.*

There were no Documents for Signing and Sealing listed for this meeting prior to the Agenda being printed.

## 15. INFORMAL MEETINGS OF COUNCILLORS

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Report Author: Governance Officer  
 Responsible Officer: Director Corporate Services  
 Ward(s) affected: All Wards

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*The author(s) of this report and the Responsible Officer consider that the report complies with the overarching governance principles and supporting principles set out in the Local Government Act 2020.*

### CONFIDENTIALITY

This item is to be considered at a Council meeting that is open to the public

### SUMMARY

Chapter 8, Rule 1, of the Governance Rules requires that records of informal meetings of Councillors must be kept and that the Chief Executive Officer must ensure that a summary of the matters discussed at the meeting tabled at the next convenient Council meeting and recorded in the Minutes of that Council meeting.

An 'informal meeting of Councillors' is defined in the Governance Rules as a meeting of Councillors that:

- is scheduled or planned for the purpose of discussing the business of Council or briefing Councillors;
- is attended by at least one member of Council staff; and
- is not a Council meeting, Delegated Committee meeting or Community Asset Committee meeting.

The records for informal meetings of Councillors are attached to the report.

### RECOMMENDATION

***That the records of the Informal Meetings of Councillors, copies of which are attached to the report, be received and noted.***

### ATTACHMENTS TO THE REPORT

1. 6 August 2024 - Council Briefing
2. 6 August 2024 - Council Forum

# Informal Meeting of Councillors

## Public Record



<b>Meeting Name:</b>	Council Briefing	
<b>Date:</b>	06 August 2024	Start Time: 6.37pm      Finish Time: 6.43pm
<b>Venue:</b>	Council Chamber, Civic Centre, Anderson Street, Lilydale and via videoconference	
<b>Attendees:</b>	<p><b>Councillors:</b> Sophie Todorov (Chair), Len Cox, Andrew Fullagar, Richard Higgins, Johanna Skelton, Fiona McAllister and Tim Heenan</p> <p><b>Via Zoom:</b> Jim Child</p> <p><b>CEO/Directors:</b> Tammi Rose, Andrew Hilson, Leanne Hurst, Kath McClusky and Hjalmar Philipp</p> <p><b>Officers:</b> Gina Walter, Beck Stevens, Ben Waterhouse, Lisa Keedle, Ameer Cooper and Stuart Wilson</p> <p><b>Via Zoom:</b> Joanne Hammond</p> <p><b>Externals:</b> Nil</p>	
<b>Apologies:</b>	David Eastham	
<b>Disclosure of Conflicts of Interest:</b>	<ul style="list-style-type: none"> <li>• Nil</li> </ul>	
<b>Matter/s Discussed:</b>	This briefing covered the following items of business to be considered at the 13 August 2024 Council Meeting.	
	10.1	Amendment C218 Lilydale Structure Plan- Request for Authorisation to Commence Exhibition
	10.2	The Yarra Ranges Innovate Reconciliation Action Plan
	10.3	Risk Appetite Endorsement
	10.4	Robert and Black Street, Lilydale plus Adrienne and Maxwell Court, Millgrove - Special Charge Scheme
	10.5	Draft Parking Management Policy
<b>Completed By:</b>	Gina Walter	



# Informal Meeting of Councillors

## Public Record



<b>Meeting Name:</b>	Council Forum	
<b>Date:</b>	6 August 2024	Start Time:5.35pm    Finish Time: 10.28pm
<b>Venue:</b>	Council Chamber, Civic Centre, Anderson Street, Lilydale and via videoconference	
<b>Attendees:</b>	<p><b>Councillors:</b> Sophie Todorov (Chair), Len Cox, Andrew Fullagar, Richard Higgins, Johanna Skelton, Fiona McAllister (From 5.37pm) and Tim Heenan (From 6.29pm)</p> <p><b>Via Zoom:</b> Jim Child</p> <p><b>CEO/Directors:</b> Tammi Rose, Andrew Hilson, Leanne Hurst, Kath McClusky and Hjalmar Philipp</p> <p><b>Officers:</b> Gina Walter, Beck Stevens, Ben Waterhouse, Katie Douglas, Dudu Ormond, Tamara Meadows, Phil Murton, Jane Sinnamon, Bumeke Jayasinghe, Lisa Keedle, Ameer Cooper, Stuart Wilson, Alanna Ford, Kim O'Connor, Nathan Islip and Karen O'Gorman.</p> <p><b>Via Zoom:</b> Joanne Hammond, Corinne Bowen, Amanda Kern, Alison Fowler and Ashley Tenson</p> <p><b>Externals:</b> Nil</p>	
<b>Apologies</b>	David Eastham	
<b>Disclosure of Conflicts of Interest:</b>	<ul style="list-style-type: none"> <li>• Nil</li> </ul>	
	1.3	Action and Agreement Record – 16 July 2024
	2.1	Local Government Community Satisfaction 2024
	3.1	Review of the Public Agenda for Councillor's Meeting of 13 August 2024
	5.1	L2P Review
	5.2	Planning Delegations Review
	5.3	Yarra Junction Place Plan Community Engagement
	5.4	Plaques & Memorial Policy
	5.5	Stormwater Management Plan Post Consultation for

# Assembly of Councillors

## Public Record



		Endorsement
	5.6	Draft Parking Management Framework
	6.0	Mayor & CEO Update
	7.0	Councillor Discussion Time
	8.0	General Business
	9.0	For Noting
	9.1	MAV State Council Motions - 23 August 2024
	9.2	Regulatory and Integrity Agency Reports
	9.3	Indicative Forum & Council Meeting Schedule
	<b>Completed By:</b>	Gina Walter

**16. URGENT BUSINESS**

*In accordance with Chapter 3 Rule 24 of the Governance Rules developed by Council in accordance with section 60 of the Local Government Act 2020.*

**17. CONFIDENTIAL ITEMS**

*In accordance with Chapter 3 Rule 24 of the Governance Rules developed by Council in accordance with section 60 of the Local Government Act 2020.*

There were no Confidential Items listed for this meeting.

**18. DATE OF NEXT MEETING**

The next meeting of Council is scheduled to be held on Tuesday 10 September 2024 commencing at 7.00pm, at Council Chamber, Civic Centre, Anderson Street, Lilydale and via videoconference.



**In providing for the good governance of its community, Councillors are reminded of their obligation to abide by the provisions as set within the Local Government Act 2020 and the Code of Conduct for Councillors.**

**When attending a Council Meeting, Councillors should adhere to the procedures set out in the Governance Rules developed by Council in accordance with section 60 of the Local Government Act 2020.**

The following is a guide for all Councillors to ensure they act honestly, in good faith and in the best interests of Yarra Ranges as a whole.

1. Councillors will respect the personal views of other Councillors and the decisions of Council.
2. Councillors may publicly express their own opinions on Council matters but not so as to undermine the standing of Council in the community.
3. The Mayor is the official spokesperson for Council.
4. Councillors will incur expenditure in a responsible manner and in accordance with the Councillor Expenditure and Policy.
5. Councillors will avoid conflicts of interest and will always openly disclose any direct and indirect interests where they exist.
6. Councillors will act with integrity and respect when interacting with Council staff and members of the public.
7. Councillors will demonstrate fairness in all dealings and conduct and be open with and accountable to the community at all times.
8. Councillors will conduct themselves in a manner that does not cause detriment to Council or the Yarra Ranges community.