



# Planning Panels Victoria

Department of Environment, Land, Water and Planning

1 Spring Street  
Melbourne Victoria 3000  
GPO Box 2392  
Melbourne, Victoria 3001  
Telephone (03) 8624 5712

23 November 2021

Dear Submitter,

## VPA Projects Standing Advisory Committee – Referral 6: Arden Structure Plan, Development Contributions Plan (DCP) and Draft Amendment C407melb

---

We are writing to you as you made a submission to the above proposal. The Minister for Planning has referred all unresolved submissions to the VPA Projects Standing Advisory Committee (the Committee).

The Minister for Planning appointed the Committee pursuant to section 151 of the *Planning and Environment Act 1987* (the Act) to advise the Minister for Planning and the Victorian Planning Authority (VPA) on referred projects and associated draft Planning Scheme Amendments. Information about the Committee is attached, including the Terms of Reference and Letter of Referral.

The Committee will include Member Lester Townsend (Chair) with other Members to be determined. This letter:

- tells you about the Committee's consultation process, which is likely to be a public hearing
- tells you what you need to do if you want to participate in the Committee process
- explains how we will use information the Committee collects
- sets out some key dates for the exchange of information before the hearing.

### Referral 6 – Arden Structure Plan, Development Contributions Plan (DCP) and Draft Amendment C407melb

The Amendment proposes to implement the Arden Structure Plan, August 2021 by introducing new planning controls into the Melbourne Planning Scheme. The controls will guide the urban renewal of the Arden precinct and its transition to a mixed use innovation precinct comprising four distinct and diverse neighbourhoods.

The referral letter refers 109 submissions to the Committee for consideration. The Committee understands that this is all submissions received by the VPA.

### The Hearing process

The Committee will:

- consider submitters in an independent forum
- be informal and not like a court
- give fair, unbiased advice to Council and the Minister for Planning about the Amendment.

Submissions and other information presented throughout the process, including the Hearing, will be **treated as public documents**. Please carefully read the attached *Privacy Collection Notice*.

The Committee process includes a Directions Hearing and the Hearing.

### Directions Hearing

At the Directions Hearing, the Committee will:

- give directions about exchanging information before the Hearing and the conduct of the Hearing

#### Privacy Statement

Any personal information about you or a third party in your correspondence will be protected under the provisions of the Privacy and Data Protection Act 2014. It will only be used or disclosed to appropriate Ministerial, Statutory Authority, or departmental staff in regard to the purpose for which it was provided, unless required or authorised by law. Enquiries about access to information about you held by the Department should be directed to the Privacy Coordinator, Department of Environment, Land, Water and Planning, PO Box 500, East Melbourne, Victoria 8002



- consider Hearing times and venue and site inspections
- answer questions people have about the Committee process including the Hearing.

The Directions Hearing will be held via video conference using MS Teams on **Thursday, 9 December 2021 at 2.00pm.**

[Click here to join the Directions Hearing](#)

If you do not have access to a computer or you cannot connect to a network for video and computer audio, you can join and participate in the Directions Hearing by telephone using the following prompts:

1. Dial +61 3 7019 2540
2. Input the phone conference ID: 331 765 338 followed by the '#' key

If you are using a landline, you can [find a local number](#).

You should attend the Directions Hearing if you:

- are new to the hearing process or wish to participate in the hearing
- have questions about the Committee process or wish to raise procedural issues.

The Committee proposes to issue directions after considering all requests to be heard and any additional matters raised at the Directions Hearing.

#### Format for the consultation process

Clauses 8 and 15 of the Terms of Reference state that the Committee is to undertake consultation that is 'fit for purpose', which may involve roundtable discussions, on the papers or a public hearing.

The letter of referral suggests consideration of the various issues by a mix of approaches depending on the issue from an 'on the papers' review, roundtable discussions, and public hearing.

Committee's processes will provide parties the opportunity to make further submission about or speak to their issues. The precise conduct of this matter will be explored at the Directions Hearing.

The issues will be considered in a focused way, with an aim to complete the hearing within a shorter timeframe than a traditional Hearing. The hearing may be organised around themes, rather than hearing each party's whole case sequentially as in a traditional Hearing.

#### Hearing

The advertised hearing dates indicated that the hearing would likely commence in early February 2022. Given the number of submissions and the complexity of the issues raised, the hearing may run for three to four weeks. The Hearing is open for anyone to attend.

Dates will be confirmed at the Directions Hearing, but at this stage the Committee is proposing to commence the hearing on Monday, 7 February 2022.

The Committee will consider all referred written submissions when preparing its report, including those from submitters who do not attend the Hearing.

#### Key dates

The key information attached to this letter includes a list of key dates for the circulation of information in the leadup to the Hearing. If you wish to comment on the key dates but are unable to attend the Directions Hearing, you can provide comments in writing to [planning.panels@delwp.vic.gov.au](mailto:planning.panels@delwp.vic.gov.au) by **Friday, 3 December 2021.**

## If you wish to be involved in the Hearing

Please complete the online request to be heard form **by 12 noon on Monday 6 December 2021** if:

- you wish to be involved in the Hearing
- you do not wish to speak but would like a copy of the timetable and directions.

Notes on completing the online request to be heard form are attached.

## Further Information

The attached *Privacy Collection Notice* explains how your submission will be used by the Committee.

Further information including the *What is a Panel?* guide, *Guide to the Public Hearing* and *Frequently Asked Questions* are available at:

<https://www.planning.vic.gov.au/panels-and-committees/planning-panel-guides>

If you need a paper copy of these documents or if you have any other questions, please contact Kimberly Martin, Senior Project Officer, Planning Panels Victoria on (03) 8624 3266 or [planning.panels@delwp.vic.gov.au](mailto:planning.panels@delwp.vic.gov.au).

Yours sincerely,



### Lester Townsend

Chair, VPA Projects Standing Advisory Committee

*Attachment 1: Terms of Reference, dated 17 July 2020*

*Attachment 2: Letter of referral, dated 14 November 2021*

# Completing the Request to be Heard Form

VPA Projects Standing Advisory Committee – Referral 6: Arden Structure Plan, Development Contributions P  
Draft Amendment C407melb

When completing the online *request to be heard form*, please note the following details.

## When will the Hearing be held?

The expected hearing dates are between 7/02/2022 and 5/03/2022.

## What if I have availability issues during the expected hearing dates?

You can tell us when you are not available.

The Committee will accommodate your availability where possible.

## Time required to present your submission

You will be allocated 10 minutes for your submission if this field is left blank.

## Expert witness details

An expert witness gives evidence in a field of expertise and must prepare a report.

If you propose to call expert witnesses, you must:

- provide details of all expert witnesses on the request to be heard form – this includes their name, organisation, and field of expertise
- circulate expert witness reports at a specified time before the Hearing.

Participants in the Hearing can generally cross-examine expert witnesses.

## What happens after I complete the form?

If you complete this form, a letter with directions and a timetable for the Hearing will be emailed to you after the Directions Hearing. Your name and email address will also be added to the Distribution List for the circulation of information like reports and submissions for the Hearing unless you tell us otherwise.

## What if I do not have an email address?

Please contact Planning Panels Victoria on (03) 8624 3266 as soon as possible if you need a form mailed to you. A paper copy of documents such as the timetable will be mailed to submitters who provide a postal address.

## How will my contact information be used?

We will use your contact address to contact you. We will provide your email or postal address to participants in the Hearing so that they can share reports and submissions unless you tell us otherwise.

## Access requirements

Please contact PPV with any access requirements. Some Hearings are at PPV, some are at other locations and some are held online. PPV Hearing Rooms are equipped with a hearing loop, and a laptop and projector if required. If the Hearing is held at another location, we may need to ensure access requirements can be met.

# Key information

VPA Projects Standing Advisory Committee – Referral 6: Arden Structure Plan, Development Contributions P  
Draft Amendment C407melb

## Preliminary list of issues

The letter of referral advises that the VPA has identified the following key themes in submissions and suggested these issues be addressed by:

- Public hearing
  - Affordable housing
  - Built form
  - Delivery strategy and acquisition
  - Infrastructure delivery and development contributions
  - Land supply and population targets
  - Open space
- Roundtable discussions
  - Amenity, buffers and contamination
  - Cultural heritage
  - Drainage
  - Strategic planning
  - Sustainability
  - Transport
- ‘On the papers review’
  - Land use, zoning and planning controls.

## Summary of dates

The following dates are proposed:

Time	Date	Action
12 noon	Monday, 17 January 2022	VPA must provide the Committee with a plan showing the location of submitters, identified by submitter number (not by name)
12 noon	Monday, 24 January 2022	VPA and Council must circulate its Expert witness reports and Part A submission
12 noon	Friday, 28 January 2022	Other parties must circulate their Expert witness reports
12 noon	Thursday, 3 February 2022	If expert meetings are held, statement of agreed opinions and facts to be circulated
12 noon	Monday, 31 January 2022	Any supplementary written submission from a party not intending to appear at the hearing must be circulated
12 noon	Friday, 4 February 2022	VPA and Council must circulate their Part B submissions
12 noon	Monday, 7 February 2022	Hearing commences

# Planning Panels Victoria Privacy Notice

Your submission has been collected for the primary purpose of this Committee process.

Natural justice for all participants and transparency are important parts of the Committee process. In meeting its legislative requirements, the Committee may:

- provide a copy of your submission with all contact details to the Proponent, Local Council, government agencies and other parties to the Hearing
- provide a copy of your submission to the Department of Environment, Land, Water and Planning if needed for preparing Ministerial briefings
- display a copy of your submission in the Planning Panels Victoria Office or Hearing room.
- display a copy of your submission in the relevant Local Council Office or Regional Government Office as appropriate.

## Displaying submissions online

The Committee does not propose to display your full submission on a website unless this is necessary, and you have given your consent. However, your name and other personal information may be published on the internet as detailed below.

## Publication of your personal information on the internet

A Committee Report will be published on the internet and may include each submitter's name, direct quotes from submissions and submitter addresses, if required. It will not directly identify a submitter with their residential address. Please note that even when your personal information is removed from the internet, it may remain on external servers indefinitely.

## Hearing of submissions

A Hearing may be held in person at a venue, by telephone conference, by video link, or a combination of these. You should be aware the Committee may:

- broadcast submissions and proceedings live on the internet
- record submissions and proceedings
- make the recording available to submitters and parties to the Hearing and third parties who request it from Planning Panels Victoria at [planning.panels@delwp.vic.gov.au](mailto:planning.panels@delwp.vic.gov.au)
- use your phone contact details to contact you during a telephone/video hearing, if necessary.

The Committee will direct that parties:

- use any recording provided by Planning Panels Victoria solely for the purpose of the Committee process
- not record online hearings.

The Committee cannot:

- guarantee that a third party will not produce an unauthorised recording
- regulate how recordings are used outside the hearing context.

## After the Committee has reported

When the Committee has reported to the Planning Authority, your submission will be removed from public display.

Your original submission and any additional material provided will be held at Planning Panels Victoria for two years and then sent to the Public Record Office Victoria. All additional copies of the submission and other material held by Planning Panels Victoria will be securely destroyed.

If you have any concerns about how your submission will be used, please contact Planning Panels Victoria on (03) 8624 3127.