



Planning Panels Victoria

Department of Transport and Planning

1 Spring Street
Melbourne Victoria 3000
GPO Box 2392
Melbourne, Victoria 3001
Telephone (03) 5381 9457

7 March 2025

Dear Party

Priority Projects Standing Advisory Committee Referral 47 Victorian Civil and Administrative Tribunal Call-In – 1056-1140 Plenty Road, Bundoora

The Minister for Planning (the Minister) called in VCAT Proceedings P1296/2024 and P1297/2024 (VCAT Proceedings) from the Victorian Civil and Administrative Tribunal (VCAT) on 4 March 2025. The call-in relates to the proposed development of two mixed-use buildings comprising dwellings and retail premises at 1056-1140 Plenty Road, Bundoora (Polaris Lot S9).

The Minister has referred this matter to the Priority Projects Standing Advisory Committee (the Committee) for advice and recommendations on whether an amended development plan should be issued in conjunction with the amended planning permit, and if so, any change to the development plan that might be required and appropriate permit conditions that should be imposed. The referral letter dated 3 March 2025 is attached.

We are writing to you because you are a party to the VCAT Proceedings. The Committee will not undertake any further notification and only parties to the VCAT Proceedings are able to participate.

The Committee

The Minister appointed the Committee under section 151 of the *Planning and Environment Act 1987* (the Act). The Minister provided the Committee with updated Terms of Reference dated 9 September 2023 (copy attached).

Committee Members Sarah Raso (Chair), Simon Shiel and Kate Partenio will consider this matter, which will be known as Referral 47.

Directions Hearing

The Committee will hold a Directions Hearing as follows:

10am, Monday, 31 March 2025

Hearing Room 2, Planning Panels Victoria (Ground Floor, 1 Spring Street, Melbourne)

or join online by MS Teams video conference: [Click here to join the meeting](#)

At the Directions Hearing, the Committee will:

- give directions about exchanging information before the Hearing and the conduct of the Hearing
- confirm Hearing times, venue and site inspections
- consider any procedural issues.

To assist the Committee process, the Committee directs that Darebin City Council and DealCorp Pty Ltd provide a summary of the key issues they intended to rely on at the hearing. This summary must be no

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longer than one page and must be circulated to all Parties to the VCAT Proceeding and planning.panels@transport.vic.gov.au by **12 noon on Wednesday, 26 March 2025** (see Direction 2).

Further, Darebin City Council (Council) and DealCorp Pty Ltd (the Proponent) must confirm the details of their representation, any expert witnesses they intend to call, and how much time they require to present at the Hearing. This information is to be provided irrespective of the information previously provided in this regard at VCAT. This information must be provided via the [online request to be heard form](#) by **12 noon on Wednesday, 26 March 2025** (see Direction 1).

Background

The approved Polaris Development Plan (POD/2007/1/J) and existing planning permit (D/10/2020/A) allow for the development of two buildings with hotel, office and commercial uses, with reduced car parking requirements. DealCorp Pty Ltd applied to amend the Polaris Development Plan and planning permit to replace the approved residential hotel and office buildings with two mixed-use buildings comprising dwellings and retail premises. Council did not approve these applications, and the Proponent subsequently lodged appeals through VCAT.

Proceeding P1296/2024 related to the Development Plan, and Proceeding P1297/2024 to the planning permit. The hearing for Proceeding P1296/2024 was scheduled to commence on 17 March 2025, and the hearing for Proceeding P1297/2024 on 28 April 2025. The Committee will consider both Proceedings together as they relate to the same proposal.

Hearing and site inspection

The purpose of the Hearing is to hear from the Parties to the VCAT Proceedings (Darebin City Council and DealCorp Pty Ltd).

The Committee proposes to hold a Hearing of around three to five days between 5 and 9 May 2025. The Hearing is proposed to be held in person at Planning Panels Victoria, with online video access for those seeking to participate or observe remotely.

The Committee will:

- consider all submissions and evidence in an independent forum
- be informal and not like a court
- give fair, unbiased advice to the Minister about the planning permit application.

The Committee will discuss the arrangements for a site inspection at the Directions Hearing.

Further Information

More information about the Committee is available at www.planningpanels.vic.gov.au/panels-and-committees/projects/priority-projects-standing-advisory-committee

Information presented throughout the process, including the Hearing, will be **treated as public documents** unless the Committee specifically directs that the material is to remain confidential pursuant to its Terms of Reference (Clause 20). Please carefully read the attached *Privacy Collection Notice*.

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.planningpanels.vic.gov.au/guides-and-resources>

If you have any questions, please contact Gabrielle Trowse, Project Officer, Planning Panels Victoria on [REDACTED]
[REDACTED] planning.panels@transport.vic.gov.au.

Yours sincerely



Sarah Raso
Lead Chair

Direction 1: Attendance at Hearing

Please complete the [online request to be heard form](#) by **12 noon on Wednesday 26 March** and confirm:

- the details of your representation
- any expert witnesses you intend to call
- how much time you require to present at the Hearing.

Direction 2: Summary of key issues

All Parties are to file a summary of the key issues they intend to rely on at the Hearing by **12 noon on Wednesday 26 March**.

The statement must be no more than two pages long and will be discussed at the Directions Hearing. Statements must be circulated to all Parties to the VCAT Proceeding and emailed to planning.panels@transport.vic.gov.au.

Direction 3: Procedural matters

Please advise the Committee in writing if you have any procedural matters that you wish to raise at the Directions Hearing by **12 noon on Wednesday 26 March**.

Direction 4: Document share platform

The Proponent and Council must provide the Committee with an agreed list of current Documents (comprising background, development plan and permit documents) which are to form the basis of the Committee's, parties' and expert witnesses' consideration, by **12 noon on Wednesday 26 March**.

The Proponent must host and manage a document sharing platform. The document sharing platform must allow a party to upload documents directly. The document sharing platform must be set up with a link distributed to PPV and all parties on the Distribution List by **12 noon on Wednesday 26 March**.

Direction 5: Dates for Hearing

The Hearing will commence **on Monday 5 May 2025** and should run for three to five days.

At the Hearing the likely order of appearance will be:

- DealCorp Pty Ltd (Proponent)
- Darebin City Council

Direction 6: Submissions and expert evidence

Assuming the Hearing commences on Monday 5 May, the Committee directs:

- the Proponent file a background and context submission **12 noon on Monday 21 April**
- expert evidence must be filed by **12 noon on Wednesday 23 April**
- opening submissions from the Proponent must be filed by **12 noon on Friday 2 May**
- the Proponent file a 'Day 1' version of the Development Plan and Planning Permit by **12 noon on Friday 2 May**
- expert witnesses may be asked to meet and prepare a statement of agreed opinions and facts
- the Committee will discuss with the Proponent and Council whether a meeting to discuss issues in dispute might be valuable.

Completing the Request to be Heard Form

Priority Projects Standing Advisory Committee Referral 47
Victorian Civil and Administrative Tribunal Call-In – 1056-1140 Plenty Road, Bundoora

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 5/05/2025 and 9/05/2025.

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
- file expert witness reports at the time directed by the Committee before the Hearing.

Please note that it is critical the Committee receives this information about expert witnesses on time as it assists in planning the draft timetable for the Hearing before the Directions 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 be added to the Distribution List for filing information, including 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) 5381 9457 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 (for example, local Council offices) 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.

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Planning Panels Victoria Privacy Notice

Your personal information will be collected during this Committee process for the purpose of documenting your views about the Amendment, advising the planning authority and the Minister for Planning about the Amendment, and communicating with you throughout the Committee process.

While the Committee process is underway

Natural justice for all participants and transparency are important parts of the Committee process. The *Planning and Environment Act 1987* requires the Committee to conduct any Hearing it holds in public, and to keep a public record of the material provided to the Committee. Planning Panels Victoria (PPV) may:

- provide a copy of your material with all contact details to the Proponent, government agencies and other parties to the Hearing
- provide a copy of your material to any other person who requests it (your personal information will be removed first)
- provide a copy of your material to the Department of Transport and Planning (DTP) if needed for preparing Ministerial briefings
- publicly display a copy of your material in the PPV Office or Hearing room
- direct that a copy of your material be publicly displayed in the relevant local council office or DTP regional office.

Hearings

The Committee may conduct a Hearing, either in person or using video conferencing. Hearings by video conference have special privacy requirements. If you choose to participate in the Hearing, you should be aware:

- a link to the Hearing will be published on the internet, and third parties will be able to join the Hearing and observe
- the Committee may broadcast the Hearing live on the internet.

The Committee may make a recording of the Hearing and may provide a copy of any recording to any person who requests it. Where Hearings are recorded, generally audio only is recorded (not video).

The Committee can hear submissions or accept material on a confidential basis, provided this would be fair to the other parties to the Hearing. If you want to make your submissions or provide material to the Committee confidentially, you will need to ask permission from the Committee Chair and provide reasons why the Committee should treat your submissions or material confidentially.

The Committee report

Under the *Planning and Environment Act 1987*, a Committee report is a public document. The Committee's report will include a list of the names of submitters and a list of the names of the parties to the Hearing. It may include direct quotes from submitters. The report will be published on the internet up to 10 business days after it has been provided to the Planning Authority.

After the Committee has reported

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

Requesting copies

If you would like a copy of any submissions or material collected by the Committee, or a copy of any recording the Committee makes of the Hearing, make a request to PPV by email at planning.panels@transport.vic.gov.au before the Committee submits its report. If the Committee has reported, you should submit your request to the DTP Freedom of Information and Privacy Unit at foi.unit@transport.vic.gov.au

If you have any concerns about how your submission will be used, please contact Planning Panels Victoria on (03) 8572 7999.

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