

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

7 July 2025

Dear Submitter

Suburban Rail Loop East Precincts Standing Advisory Committee

We are writing to you because you made a submission to the Suburban Rail Loop (SRL) East draft Structure Plans and draft Planning Scheme Amendments.

The Minister for Planning appointed the Suburban Rail Loop East Precincts Standing Advisory Committee (Committee) to provide timely and independent advice on referred SRL East precinct planning matters. The Minister referred specific matters to the Committee on 7 July 2025.

A copy of the Committee's Terms of Reference and the Minister's referral letter are **attached**. They will also be available on the Planning Panels webpage <u>here</u> shortly.

Sarah Carlisle is the Lead Chair of the Committee. Additional members are listed on the webpage.

This letter:

- tells you about the public Hearing process
- tells you what you need to do if you want to participate in the public Hearings
- sets out the matters for discussion at the Directions Hearing
- explains how we will use information we collect.

Draft Structure Plans and Draft Planning Scheme Amendments

The Suburban Rail Loop Authority (SRLA) has prepared draft Structure Plans, implementation plans and the following Planning Scheme Amendments for each SRL East Precinct:

Precinct	Draft Planning Scheme Amendment
Box Hill	Draft Amendment C255whse to the Whitehorse Planning Scheme
Cheltenham	Draft Amendment GC26 to the Bayside and Kingston Planning Schemes
Glen Waverley	Draft Amendment C177mona to the Monash Planning Scheme
Clayton	Draft Amendment GC247 to the Monash and Kingston Planning Schemes
Burwood	Draft Amendment GC248 to the Monash and Whitehorse Planning Schemes
Monash	Draft Amendment C176mona to the Monash Planning Scheme

The draft Amendments propose to implement the draft Structure Plans by introducing planning policies and controls to guide the development of land in the Structure Plan areas and give effect to the key directions and outcomes of the Structure Plans.

The SRLA is the planning authority for these amendments.

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 Transport and Planning, GPO Box 2392, Melbourne, Victoria 3001



The Committee's role and scope

The Committee will:

- consider the referred matters and hear from the SRLA and submitters in an independent forum
- be informal and not like a court
- give fair, unbiased advice to the Minister for Planning, the SRL Minister and the SRLA about the referred matters.

Referred matters

The referral letter identifies the referred matters on which the Committee's advice is sought. The referred matters include:

- general issues common to all precincts (general issues)
- issues relating to the specific precincts.

Referred material

To date, no referred material has been received apart from the referral letter itself (including the attachment titled 'Specific matters for referral'). To view draft Structure Plans and draft Planning Scheme Amendment documentation please visit <u>SRL East Draft Structure Plans and Draft Planning Scheme Amendments | Engage Victoria</u>.

Out of scope matters

Clause 16 of the Committee's Terms of Reference states that the following matters do not fall within the scope of the Committee's assessment, unless the referral states otherwise:

- matters relating to the strategic justification for the SRL Program
- matters documented within the SRL Structure Plan Guidelines including the matters identified in clause 10 of the Terms of Reference, namely:
 - the boundaries for the preparation of the draft Structure Plans
 - the timeframe for which the draft Structure Plans are to be prepared
 - the population and employment objectives to be adopted for the purpose of informing aspects of the planning processes to be undertaken in the preparation of the draft Structure Plans
 - the strategic policy context as applicable to the SRL East Precincts
 - the precinct Visions informing the preparation of the draft Structure Plans
- matters concerning the delivery or funding of community infrastructure to support the land use and development proposed by the draft Structure Plans.

The Hearing process

The process will include a Directions Hearing and main Hearings.

Directions Hearing

The Committee will conduct a Directions Hearing at:

10am, Tuesday, 22 July 2025 Stamford Hotel 111 Little Collins St, Melbourne

You can join online using MS Teams: Click here to join the meeting

However if you intend to speak or ask questions at the Directions Hearing, we encourage you to attend in person.

At the Directions Hearing, the Committee will:

• discuss the matters in the **attached** Key Information, including:

- indicative Hearing schedules, dates, timetables and procedural directions
- clarification of the scope of referred matters
- consider Hearing venues and site inspections
- discuss whether precinct specific Directions Hearings may be required
- answer questions people have about the Hearings and the Committee process.

You should attend the Directions Hearing if you wish to participate in one or more of the Hearings and you:

- wish to comment on the **attached** Key Information
- wish to raise procedural issues
- have questions about the Committee process.

The Committee will issue written directions and timetables for each Hearing after considering all requests to be heard and any procedural matters raised at the Directions Hearing or in the request to be heard forms.

Main Hearings

Clause 20 of the Terms of Reference state the Committee is not expected to carry out a public hearing, but may do so if deemed necessary to consider the referred matters.

The Committee considers that public Hearings are necessary to enable the Committee to undertake its task. It proposes to conduct seven Hearings:

- a general issues Hearing
- six Precinct Hearings.

The purpose of the Hearings is for people who made submissions in relation to a referred matter to speak to those matters, and to hear from the SRLA and the Councils about the referred matters.

Clause 21 states the Committee may conduct concurrent hearings. The Committee considers some concurrent hearings are required if the Committee is to meet its reporting timeframes in clause 42 of the Terms of Reference.

The attached Key Information includes an indicative hearing schedule including details of the proposed concurrent hearings.

If you wish to be involved in the Hearing(s)

Please complete a <u>request to be heard form</u> by **12 noon on Tuesday 15 July 2025** if you:

- made a submission in relation to a referred matter
- wish to be heard on that matter(s) in one or more of the Hearings.

Notes on completing the form are **attached**.

Clauses 32 and 33 of the Committee's Terms of Reference state that submitters who wish to be heard must:

- provide an outline of the matters they wish to address
- demonstrate how these matters are relevant to the matters raised in the referral letter.

Please make sure you complete these fields in the request to be heard form. You can provide this information in an attachment if you prefer. Please keep the attachment to no more than 1 page.

If you cannot attend the Directions Hearing

If you wish to comment on the procedure for the Hearings, including the matters listed in the attached Key Information, but are unable to attend the Directions Hearing, you can provide comments in writing when completing the request to be heard form.

Legal Assistance Service

Foley's List Barristers has a Legal Assistance Service that provides low-cost or no-cost legal support to eligible submitters in Planning Panel Victoria hearings. Assistance ranges from preliminary advice to full representation, with fees reduced or waived. To participate, submitters must meet eligibility criteria. Assistance is subject to barrister availability.

More information about the service is available on the <u>PPV website</u>, including information about who to contact at Foley's List to apply for assistance.

Further information

Submissions and other information presented throughout the process will be public documents. Please carefully read the **attached** *Privacy Collection Notice*, which explains how your submission and your personal information 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:

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

If you need a paper copy of these documents or if you have any other questions, please contact Georgia Brodrick, Project Officer on (03) 9935 4196 or planning.panels@transport.vic.gov.au.

Yours sincerely

Cull

Sarah Carlisle Committee Lead Chair

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

When will the Hearings be held?

The expected hearing dates are:

- General Issues 25/08/2025 to 19/09/2025
- Box Hill Precinct 29/09/2025 to 24/10/2025
- Monash Precinct 29/09/2025 to 24/10/2025
- Glen Waverley Precinct 27/10/2025 to 7/11/2025
- Clayton Precinct 27/10/2025 to 7/11/2025
- Burwood Precinct- 10/11/2025 to 5/12/2025
- Cheltenham Precinct 10/11/2025 to 5/12/2025.

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.

Expert witness details

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

If you propose to call experts, you must:

- provide details of all experts on the request to be heard form this includes their name, organisation, and field of expertise
- file expert reports at the time(s) to be directed by the Committee, which will be before the Hearings.

It is critical the Committee receives information about experts on time as it assists in planning the timetables for the Hearings before the Directions Hearing.

Time required to present your submission

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

What happens after I complete the form?

The Committee will advise you whether your request has been granted. A letter with directions and a timetable for the Hearing(s) in which you wish to participate will be emailed to you. Your name and email address will be added to the Distribution List for circulating 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 Committee correspondence including the Directions and Timetable will be mailed to submitters who provide a postal address.

How will my contact information be used?

We will use your contact information 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.

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Referred matters

Please see the **attached** referral letter for the matters on which the Committee's advice has been sought.

Clarification on scope of referred matters

Clause 16 of the Terms of Reference states (Committee's emphasis):

Unless otherwise specified by the Minister for Planning in the referral letter, the following matters do not fall within the scope of the Committee's assessment:

- a. Matters relating to the strategic justification for the Program.
- b. Matters documented within the Structure Plan Guidelines including the matters identified in clause 10 above.
- c. Matters concerning the <u>delivery or funding of community infrastructure</u> to support the land use and development proposed by the structure plans.

For the purposes of clause 16c. above 'community infrastructure' includes any community or public buildings, facilities, places, areas or services including (but not limited to) those capable of being funded from a development infrastructure levy or through an infrastructure contributions plan or for which a State government department, agency or other public authority is responsible for providing under any Act.

The attachment to the referral letter includes items headed 'community infrastructure' and 'public open space', both of which potentially fall within 'community infrastructure' as defined in clause 16.

The Committee will seek clarification at the Directions Hearing in relation to the advice sought in relation to community infrastructure and open space, including whether advice is sought on:

- the scope of community infrastructure and open space proposed to be provided (as outlined in the publicly available Structure Plans)
- site selection for proposed community infrastructure and open space
- strategies and actions outlined in the Structure Plans relating to community infrastructure and open space
- delivery mechanisms and funding mechanisms for community infrastructure and open space.

Hearings

Indicative hearing schedule

The Committee intends to generally sit Mondays to Thursdays for the main hearings.

Hearing	Dates	
Directions Hearing	22 July 2025	
General issues		
Main Hearing	25 August to 19 September 2025	
Box Hill Precinct		
Directions Hearing (if required)	Week of 18 August 2025	
Main Hearing 29 September to 24 October 2025 (concurrent with Mor		
Monash Precinct		
Directions Hearing (if required)	ed) Week of 18 August 2025	
Main Hearing	29 September to 24 October 2025 (concurrent with Box Hill Precinct)	
Glen Waverley Precinct		
Directions Hearing (if required) Week of 15 September 2025		

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Main Hearing	27 October to 7 November 2025 (concurrent with Clayton Precinct)	
Clayton Precinct		
Directions Hearing (if required)	Week of 15 September 2025	
Main Hearing	27 October to 7 November 2025 (concurrent with Glen Waverley Precinct)	
Burwood Precinct		
Directions Hearing (if required)	Week of 22 September 2025	
Main Hearing	10 November to 5 December 2025 (concurrent with Cheltenham Precinct)	
Cheltenham Precinct		
Directions Hearing (if required)	d) Week of 22 September 2025	
Main Hearing	10 November to 5 December 2025 (concurrent with Burwood Precinct)	
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Indicative hearing timetable – general issues

- Proponent to provide a high level overview of the:
 - draft Structure Plans, Implementation Plans and urban design framework
 - general approach to the selection of the planning tools in the draft amendments
 - areas of agreement and disagreement in relation to referred general issues
- Opening statements on referred general issues from major parties (parties calling evidence)
- Theme based evidence (Proponent, Councils, other parties)
- Submissions (Proponent, Councils, other parties)
- Closing submissions (Proponent, Councils, major parties on request).

Indicative hearing timetable – Precinct Hearings

- Proponent to provide a high level overview of the draft Structure Plan, neighbourhoods and draft Amendment for the Precinct
- Opening statements on referred Precinct issues from major parties
- Theme based evidence (Proponent, Councils, other parties)
- Submissions (Proponent, Councils, other parties)
- Closing submissions (Proponent, Councils, major parties on request).

Procedural directions and indicative dates – pre-hearing steps

General issues Hearing

Time	Date	Action
12 noon	Friday, 25 July 2025	Expert details confirmed
12 noon	Wednesday, 30 July 2025	Further information from the Proponent (if any) to be provided
12 noon	Wednesday, 30 July 2025	Further information from the Councils (if any) to be provided
12 noon	Friday, 8 August 2025	Proponent background submission
12 noon	Wednesday, 13 August 2025	Proponent expert reports
12 noon	Monday, 18 August 2025	Other parties expert report(s)
12 noon	Thursday, 21 August 2025	Joint Expert Statement(s)
12 noon	Thursday, 21 August 2025	Agreed statement of issues between Proponent and Councils
12 noon	Friday, 22 August 2025	Documents or material to be presented on Day 1 of the Hearing
10:00am	Monday, 25 August 2025	Hearing commences

Box Hill Precinct Hearing

Time	Date	Action
	Week of 18 August 2025	Directions Hearing (if required)
12 noon	Friday, 22 August 2025	Expert details confirmed
12 noon	Friday, 22 August 2025	Submitter location map
12 noon	Friday, 29 August 2025	Further information from the Proponent (if any) to be provided
12 noon	Friday, 29 August 2025	Further information from Whitehorse City Council (if any) to be provided
12 noon	Monday, 1 September 2025	Proponent background submission
12 noon	Friday, 5 September 2025	Proponent expert reports
12 noon	Friday, 12 September 2025	Other parties expert report(s)
12 noon	Friday, 19 September 2025	Joint Expert Statement(s)
12 noon	Friday, 19 September 2025	Agreed statement of issues between key parties (Proponent, Whitehorse City Council, others?)
12 noon	Wednesday, 24 September 2025	Proponent 'Day 1' documentation
12 noon	Friday, 26 September 2025	Documents or material to be presented on Day 1 of the Hearing
10:00am	Monday, 29 September 2025	Hearing commences

Monash Precinct Hearing

Time	Date	Action
	Week of 18 August 2025	Directions Hearing (if required)
12 noon	Friday, 22 August 2025	Expert details confirmed
12 noon	Friday, 22 August 2025	Submitter location map
12 noon	Friday, 29 August 2025	Further information from the Proponent (if any) to be provided
12 noon	Friday, 29 August 2025	Further information from Monash City Council (if any) to be provided
12 noon	Friday, 29 August 2025	Further information from Monash University (if any) to be provided
12 noon	Monday, 1 September 2025	Proponent background submission
12 noon	Friday, 5 September 2025	Proponent expert reports
12 noon	Friday, 12 September 2025	Other parties expert report(s)
12 noon	Friday, 19 September 2025	Joint Expert Statement(s)
12 noon	Friday, 19 September 2025	Agreed statement of issues between key parties (the Proponent, Monash City Council, Monash University, others?)
12 noon	Wednesday, 24 September 2025	Proponent 'Day 1' documentation
12 noon	Friday, 26 September 2025	Documents or material to be presented on Day 1 of the Hearing
10:00am	Monday, 29 September 2025	Hearing commences

Glen Waverley Precinct Hearing

Time	Date	Action
	Week of 15 September 2025	Directions Hearing (if required)
12 noon	Friday, 19 September 2025	Expert details confirmed
12 noon	Friday, 19 September 2025	Submitter location map
12 noon	Friday, 26 September 2025	Further information from the Proponent (if any) to be provided

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Key information: Suburban Rail Loop East Precincts Standing Advisory Committee

Time	Date	Action
12 noon	Friday, 26 September 2025	Further information from Monash City Council (if any) to be provided
12 noon	Monday, 29 September 2025	Proponent background submission
12 noon	Friday, 3 October 2025	Proponent expert reports
12 noon	Friday, 10 October 2025	Other parties expert report(s)
12 noon	Friday, 17 October 2025	Joint Expert Statement(s)
12 noon	Friday, 17 October 2025	Agreed statement of issues between key parties (Proponent, Monash City Council, others?)
12 noon	Wednesday, 22 October 2025	Proponent 'Day 1' documentation
12 noon	Friday, 24 October 2025	Documents or material to be presented on Day 1 of the Hearing
10:00am	Monday, 27 October 2025 HD1	Hearing commences

Clayton Precinct Hearing

Time	Date	Action
	Week of 15 September 2025	Directions Hearing (if required)
12 noon	Friday, 19 September 2025	Expert details confirmed
12 noon	Friday, 19 September 2025	Submitter location map
12 noon	Friday, 26 September 2025	Further information from the Proponent (if any) to be provided
12 noon	Friday, 26 September 2025	Further information from Monash City Council (if any) to be provided
12 noon	Friday, 26 September 2025	Further information from Kingston City Council (if any) to be provided
12 noon	Monday, 29 September 2025	Proponent background submission
12 noon	Friday, 3 October 2025	Proponent expert reports
12 noon	Friday, 10 October 2025	Other parties expert report(s)
12 noon	Friday, 17 October 2025	Joint Expert Statement(s)
12 noon	Friday, 17 October 2025	Agreed statement of issues between key parties (Proponent, Monash City Council, Kingston City Council, others?)
12 noon	Wednesday, 22 October 2025	Proponent 'Day 1' documentation
12 noon	Friday, 24 October 2025	Documents or material to be presented on Day 1 of the Hearing
10:00am	Monday, 27 October 2025 HD1	Hearing commences

Burwood Precinct Hearing

Time	Date	Action
	Week of 22 September 2025	Directions Hearing (if required)
12 noon	Friday, 3 October 2025	Expert details
12 noon	Friday, 3 October 2025	Submitter location map
12 noon	Friday, 10 October 2025	Further information from the Proponent (if any) to be provided
12 noon	Friday, 10 October 2025	Further information from Monash City Council (if any) to be provided
12 noon	Friday, 10 October 2025	Further information from Whitehorse City Council (if any) to be provided
12 noon	Monday, 20 October 2025	Proponent background submission
12 noon	Friday, 24 October 2025	Proponent expert reports

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Time	Date	Action
12 noon	Friday, 31 October 2025	Other parties expert report(s)
12 noon	Friday, 7 November 2025	Joint Expert Statement(s)
12 noon	Friday, 7 November 2025	Agreed statement of issues between key parties (Proponent, Monash City Council, Whitehorse City Council, others?)
12 noon	Wednesday, 12 November 2025	Proponent 'Day 1' documentation
12 noon	Friday, 7 November 2025	Documents or material to be presented on Day 1 of the Hearing
10:00am	Monday, 10 November 2025	Hearing commences

Cheltenham Precinct Hearing

Time	Date	Action
	Week of 22 September 2025	Directions Hearing (if required)
12 noon	Friday, 3 October 2025	Expert details
12 noon	Friday, 3 October 2025	Submitter location map
12 noon	Friday, 10 October 2025	Further information from the Proponent (if any) to be provided
12 noon	Friday, 10 October 2025	Further information from Bayside City Council (if any) to be provided
12 noon	Friday, 10 October 2025	Further information from Kingston City Council (if any) to be provided
12 noon	Monday, 20 October 2025	Proponent background submission
12 noon	Friday, 24 October 2025	Proponent expert reports
12 noon	Friday, 31 October 2025	Other parties expert report(s)
12 noon	Friday, 7 November 2025	Joint Expert Statement(s)
12 noon	Friday, 7 November 2025	Agreed statement of issues between key parties (Proponent, Bayside City Council, Kingston City Council, others?)
12 noon	Wednesday, 12 November 2025	Proponent 'Day 1' documentation
12 noon	Friday, 7 November 2025	Documents or material to be presented on Day 1 of the Hearing
10:00am	Monday, 10 November 2025	Hearing commences

Indicative procedural directions – at the Hearings

The Committee is considering making directions in relation to the following matters, consistent with the Committee's Terms of Reference and to ensure the Hearings are efficient.

ToR	Matter	Issues to explore
19(a)	Addressing certain matters through written submissions	Whether any of the referred matters are suitable to be considered on the basis of written submissions only
19(b)	Directing parties to meet to resolve issues	Whether there would be benefit in directing the Proponent, the Councils and other key parties including any relevant government agencies to meet before the Hearings to identify and potentially narrow any issues in dispute
19(c)	Directing expert meetings	Whether there would be benefit in directing experts in like fields to meet before the Hearings to identify and potentially narrow issues in dispute
19(d)	Theme based evidence and submissions	Whether hearing evidence and/or submissions in themes would result in a more efficient hearing process

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19(e)	Time limits for oral submissions, evidence and cross examination	Whether directions should be made to manage evidence and submissions, such as:
		 limiting submissions, evidence and cross examination to issues in dispute setting time limits for oral submissions depending on the number and complexity of the issues raised setting default time limits for evidence in chief, with
		 parties to seek leave in advance of the Hearing to exceed these limits: 30 minutes for the Proponent and Council experts 20 minutes for other experts
		 setting default time limits for cross examination, with parties to seek leave to exceed these limits: 30 minutes for cross examination by the Proponen 30 minutes for cross examination by the Councils
		 20 minutes for cross examination by other parties limiting cross examination to parties who are calling like evidence, with other parties allowed to ask questions of clarification only if time permits
		 encouraging parties with similar positions to identify a lead advocate to cross examine certain experts

Your personal information will be collected during this Committee process for the purpose of documenting your views about the referred matters, advising the SRLA (the Proponent), the Minister for Planning and the SRL Minister about the referred matters, 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 relevant government Departments if needed for preparing briefings to the Minister for Planning or the SRL Minister.

Hearings

Your submissions and any other material that you present to the Committee will be a public document, available for public inspection (refer to clauses 36 to 38 of the Committee's Terms of Reference).

The Committee will conduct the Hearings in person and using video conferencing. Hearings by video conference have special privacy requirements. If you choose to participate in the Hearings, you should be aware a link to the Hearings will be published on the internet, and third parties will be able to join the Hearings and observe.

Hearings may be recorded and copies of any recording may be provided to the parties via the document sharing platform.

The Committee can hear submissions or accept material on a confidential basis, provided this would be fair to the other parties to the Hearings. 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 reports

Reports will include a list of the names of people and organisations who made submissions to the Committee. Reports may include direct quotes from submitters. The reports may be published on the internet if the Minister for Planning decides to publicly release the reports.

After the Committee has reported

When the Committee has reported to the Minister for Planning, the SRLA and the SRL Minister, your material will only be publicly available through a freedom of information request.

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 <u>planning.panels@transport.vic.gov.au</u> before the Committee submits its reports. If the Committee has reported, you should submit your request to the DTP Freedom of Information and Privacy Unit at <u>foi.unit@transport.vic.gov.au</u>

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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