



# Delegated Planning Committee Meeting (DPC)

## What is the DPC?

The DPC has delegated authority from Council to determine planning applications, and generally determines applications that have attracted objections as a result of the public notification process.

## Who comprises the DPC?

The DPC is comprised of three Council officers from Council's City Development Directorate, and chaired by either the Director of City Development or the Manager of Town Planning.

## What happens at a DPC meeting?

During the DPC meeting all invited parties have the opportunity to express their views to the committee. Limited time will be allocated and parties are requested to be concise in their submissions.

Those invited to be heard at a DPC meeting are most commonly the applicant and objectors. The DPC will consider written submissions from those persons who are not able to attend. The DPC members also inspect the property prior to the meeting.

A Council planner presents the application to the DPC with a recommendation to either support or refuse the proposal. Objectors are then invited to make their submissions, followed by a submission from the applicant. The DPC will then make its decision.

## Can the DPC make a final decision?

Yes, the DPC has delegated authority from Council to make final decisions on planning applications. The DPC may approve or refuse the application, or direct modifications by the imposition of appropriate conditions.

## Why have the DPC?

Principally, to 'speed up' the decision making process and to provide an opportunity for all affected parties to express their views. Previously many matters now handled by the DPC would go to formal Council meetings held once a month. The DPC meets more frequently and in a less formal environment.

## Is there an opportunity to appeal?

The DPC decision is Council's determination. There is an opportunity for a right of appeal on any application determined by Council (including the DPC) as a Responsible Authority under the *Planning and Environment Act 1987*. This right of appeal is to the Victorian Civil and Administrative Tribunal (VCAT) and is called an Application for Review.

For more information about this process contact VCAT on 9628 9777.



Town Planning



Glen Eira  
City Council

## How important is it to attend the DPC meeting?

There is no obligation for any party to attend the DPC meeting, although attendance is encouraged. The *Planning and Environment Act 1987* does not require Council to convene a DPC meeting. In respect to objections, the only obligation imposed by the Act is that all written objections must be considered prior to the planning application being determined.

Accordingly, if an objector to a planning application lodges their concerns/views in writing they will be considered by the DPC, whether the objector attends the meeting or not. As such, it is not a statutory meeting, it is a meeting Council chooses to have in the interest of enabling parties to verbally express their view to the decision-makers. The objector will also be formally notified in writing of the decision and of their appeal rights.

### Contact

#### Glen Eira City Council

Corner Glen Eira and Hawthorn Roads, Caulfield

Telephone: 9524 3333

Fax: 9523 0339

Website: [www.gleneira.vic.gov.au](http://www.gleneira.vic.gov.au)

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

#### Office hours

Monday, Wednesday, Thursday and Friday 8.30am–5pm

Tuesday 8.30–7.15pm

Note: Please advise Council of any special needs prior to the DPC meeting.

#### Victorian Civil and Administrative Tribunal (VCAT)

Planning and Environment List

55 King Street

Melbourne 3000

Telephone: 9628 9777

Website: [www.vcat.vic.gov.au](http://www.vcat.vic.gov.au)

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

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