

Our ref: 22102510
Contact: Aaron Shrimpton
Direct Line: 52255248
Direct Email: ashrimpton@ha.legal
Principal: Greg Tobin

Tower Two | Collins Square
Level 22, 727 Collins Street
Melbourne Vic 3008

26 September 2022

DX 30970

Tim Hellsten
Chair, VPA Projects Standing Advisory Committee
Planning Panels Victoria
1 Spring Street,
Melbourne, Vic, 3001

PO Box 633
Collins St West VIC 8007

T 03 9620 9399
F 03 9620 9288

ABN 98 076 868 034

harwoodandrews.com.au

By email: planning.panels@delwp.vic.gov.au
BCC: Parties as per the distribution list

Dear Panel Chair,

Preston Market SAC Hearing - Online hearing

We continue to act for the VPA in this matter.

Pursuant to the Committee's Direction 4 (Directions and Timetable (Version 2)), we will be hosting and managing the video conference platform (Zoom) for the hearing.

The hearing has been configured as a "webinar" with a single link for everyone to access. The link will bring the user into the "webinar" as an "attendee". Anyone (both parties and the general public) wishing to observe the hearing should log in using the below link. They will be able to view and hear the hearing, but won't be able to turn their camera or microphone on.

Anyone listed on the hearing timetable to address the Committee should also log in as an "attendee" using the below link. At the relevant time as per the hearing timetable, they will receive an invitation from the "host" (Planning Panels Victoria) to become a "panelist". Once they accept the invitation they will be able to turn their camera and microphone on and address the Committee.

In this regard, please note the following:

How do I join the online hearing via Zoom?

1. Check that your desktop computer, laptop, tablet or smart phone has a:
 - built-in microphone or USB microphone; or
 - built-in speaker or an external speaker; or
 - built-in web camera or USB web camera.
2. Ensure that you have a stable internet connection.
3. Join the hearing via your web browser or the Zoom app by clicking on the link below.

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/89210768470?pwd=MWplbk5DQ1FoRUM5THIFUW1qZUNHQ09>

Passcode: 990066

Or One tap mobile:

Australia:

+61731853730,,89210768470#,,,,*990066# or +61861193900,,89210768470#,,,,*990066#

4. If you are only able to attend the hearing by telephone (rather than a smart phone):

Dial (for higher quality, dial a number based on your current location):

Australia:

+61 7 3185 3730

+61 8 6119 3900

+61 2 8015 6011

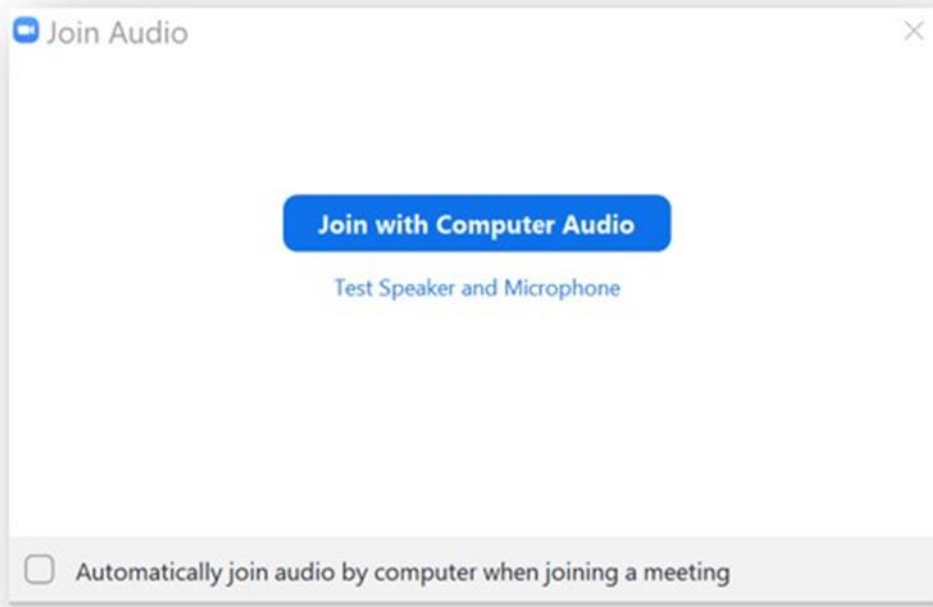
+61 3 7018 2005

Webinar ID: 892 1076 8470

Passcode: 990066

International numbers available: <https://us06web.zoom.us/j/k0B7ADPEp>

5. We recommend you join the Zoom hearing at least 15 minutes before it is scheduled to allow time to address any technology issues.
6. When joining the Zoom meeting, you will have an option to “Join with Computer Audio” or “Test Speaker and Microphone” (see screenshot below). We recommend you select “Test Speaker and Microphone” in the first instance to ensure your speaker and microphone are working properly before you join the audio.



7. Once in the Zoom meeting, please enter your name and details. You will find the “Rename” function in Zoom by right clicking on your mouse.
8. If you are attending the hearing to observe only and will not be speaking, please turn your video and microphone off.
9. The hearing will not be recorded and participants are prohibited from recording any part of the hearing without express permission from the Committee.
10. If at any time you would like to speak, whether as a “panelist” or an “attendee”, please raise your virtual hand using the “raise hand” button.
11. If you require assistance with accessing the hearing via Zoom, please contact Chloe Miller and Aaron Shrimpton at planning@ha.legal.

Yours faithfully,

Harwood Andrews
HARWOOD ANDREWS