

**From:** s.33(1)  
**To:** [Morteza Fini](#)  
**Cc:** s.33(1)  
**Subject:** RE: Letter of Notice  
**Date:** Monday, 23 January 2023 11:28:00 AM  
**Attachments:** [Works Notification Letter - James St.docx](#)  
[image001.jpg](#)  
[image002.jpg](#)

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Hi Morteza,

I concur with s.33(1) comments.

I have made a few amendments to your letter, mainly around:

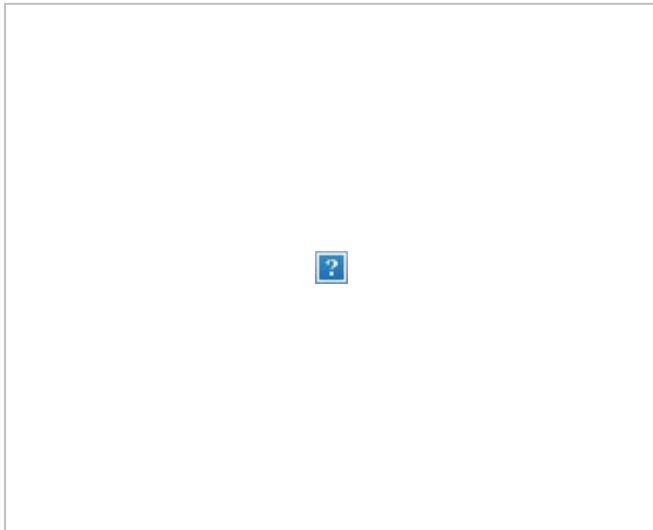
1. Including the other resident addresses abutting the ROW
2. Removing the comments about improving the ROW surface and pavement condition as I believe this statement may be misconstrued by the residents.

Are you going to provide the residents with the engineering drawings for the works?

s.33(1)

s.33(1)

**Manager Property and Asset Strategy | Property and Business Improvement**  
T Out of Scope



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**From:** s.33(1) <[redacted]@darebin.vic.gov.au>

**Sent:** Wednesday, 18 January 2023 3:40 PM

**To:** Morteza Fini <[redacted]@xxxxxxx.xxx.xxx.xx>; s.33(1)

s.33(1) <[redacted]@darebin.vic.gov.au>

Cc: s.33(1) [redacted]@darebin.vic.gov.au>

Subject: RE: Letter of Notice

Hi Morteza

Can we please add another section to the letter that summarises:

- That we contemplated a number of other options including XX and YY
- We have arrived at the decision to propose this solution because...
- A description of why the other options are considered to be unviable

The resident that has raised the issue with Council is unlikely to be happy with the solution we have arrived at and I want to be on the front foot.

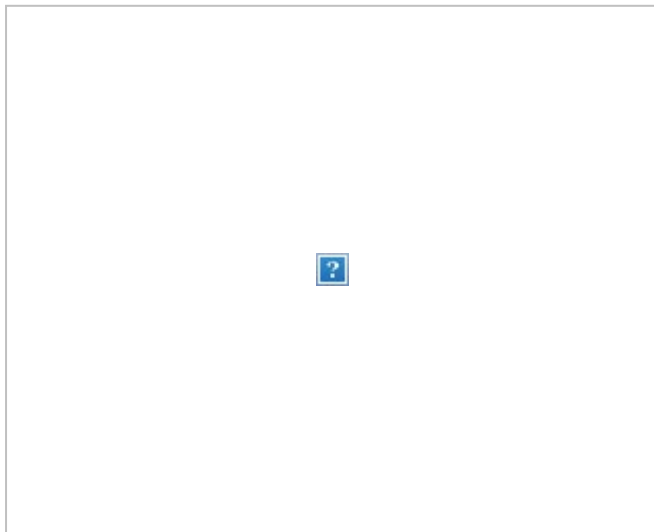
Many thanks, s.33(1) [redacted]

s.33(1) [redacted]

**Manager Capital & Major Projects** | Capital & Major Projects

**M** Out of Scope [redacted]

Job Share - Working days Wednesday - Friday



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**From:** Morteza Fini <xxxxxxx.xxxx@xxxxxxx.xxx.xxx.xx >

**Sent:** Wednesday, 18 January 2023 3:34 PM

**To:** s.33(1) [redacted]@darebin.vic.gov.au>

**Cc:** s.33(1) [redacted]@darebin.vic.gov.au>; s.33(1) [redacted]

[redacted]@darebin.vic.gov.au>

**Subject:** FW: Letter of Notice

H s.33(1) [redacted]

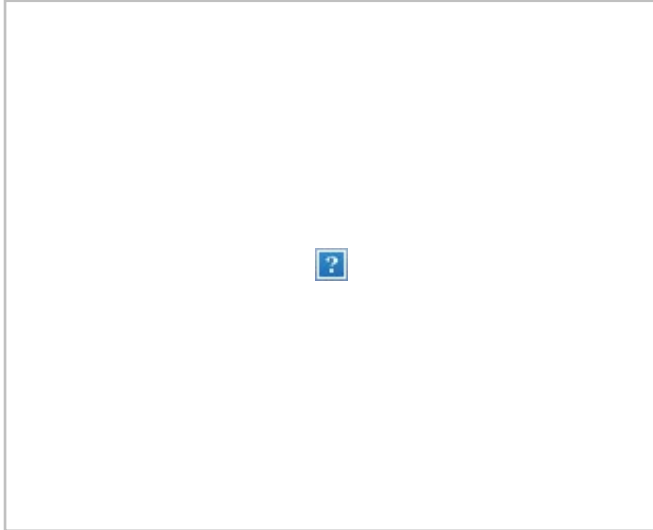
Please find attached the notification letter we have prepared to inform residents of James St about our project.

Could you please review the letter and provide us with your comments?

I will attach another page to this letter to show the exact location and extent of the work.

Regards,

Morteza Fini  
**Project Manager** | Capital & Major Projects  
T Out of Scope



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**From:** s.33(1) [redacted] <[redacted]@darebin.vic.gov.au>  
**Sent:** Wednesday, 18 January, 2023 12:20 PM  
**To:** Morteza Fini <[redacted]@xxxxxxx.xxx.xxx.xx >  
**Subject:** RE: Letter of Notice

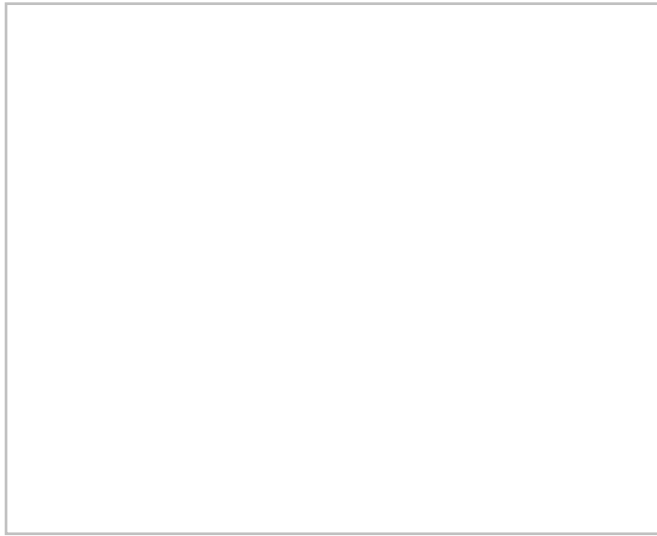
Hi Morteza,

The letter looks good.  
I have made some minor changes, see attached.  
The letter would best be signed off by yourself.

I would also recommend attaching a pdf of the GIS, highlighting the extent of the works.

Cheers,

s.33(1) [redacted]  
**Coordinator Integrated Water Management** | Capital & Major Projects  
T Out of Scope



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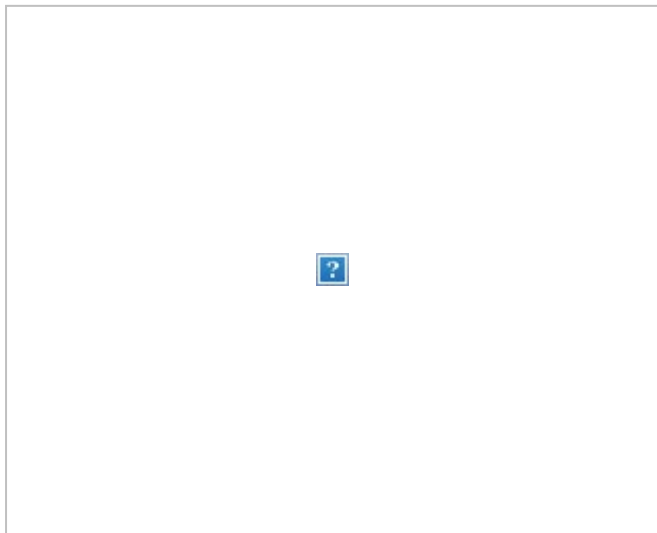
**From:** Morteza Fini <[xxxxxxx.xxx@xxxxxxx.xxx.xxx.xx](mailto:xxxxxxx.xxx@xxxxxxx.xxx.xxx.xx)>  
**Sent:** Wednesday, 18 January 2023 11:53 AM  
**To:** s.33(1) <[s.33\(1\)@darebin.vic.gov.au](mailto:s.33(1)@darebin.vic.gov.au)>  
**Subject:** Letter of Notice

Hi s.33

Please find attached the draft of the notification letter for your review and comments.

Regards,

Morteza Fini  
**Project Manager** | Capital & Major Projects  
T Out of Scope



18/01/2023

TO THE OWNER / OCCUPIER

Dear Resident,

**JAMES STREET, NORTHCOTE – ROW REHABILITATION – 2022/2023**

Darebin City Council is planning to rehabilitate the Right of Way located on James St as part of Council's 2022/23 Capital Works Program. The works aim to stabilize the soil batter at rear of . 42 - 46 James St and 1 – 3 Campbell Grove, Northcote .

Works involve stabilizing the soil batter by shotcrete, nailing the batter and constructing a new spoon drain to manage the surface and stormwater.

Construction is expected to be undertaken in March 2023. We will advise again once more accurate dates are known.

It is expected that the work will cause some disruptions to residents, although every endeavour will be made to keep this to a minimum.

Your co-operation and understanding during the construction period will be highly appreciated.

For further information or to provide comments, please contact our Project Manager, Morteza Fini, at [morteza.fini@darebin.vic.gov.au](mailto:morteza.fini@darebin.vic.gov.au).

Yours sincerely,

Morteza Fini  
**Project Manager**  
Capital & Major Projects



PO Box 91, Preston VIC 3072  
T 03 8470 8888 | [darebin.vic.gov.au](http://darebin.vic.gov.au)  
Contact Council [darebin.vic.gov.au/contactus](http://darebin.vic.gov.au/contactus)

Darebin City Council acknowledges the Wurundjeri Woi wurrung people as the Traditional Owners and custodians of this land and pays respect to their Elders past and present.



Darebin City Council  
ABN 75 815 980 522

**Postal Address**  
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[darebin.vic.gov.au](http://darebin.vic.gov.au)

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