



HEPBURN SHIRE COUNCIL
ORDINARY MEETING OF COUNCIL
PUBLIC MINUTES

Tuesday 16 May 2023

The Warehouse - Clunes
36 Fraser Street Clunes

5:30PM

A LIVE STREAM OF THE MEETING CAN BE VIEWED
VIA [COUNCIL'S FACEBOOK PAGE](#)

Confirmed at the Ordinary Meeting of Council held on 20 June 2023

A handwritten signature in black ink, appearing to be "B. Hood".

Chair, Cr Brian Hood, Mayor

MINUTES

Tuesday 16 May 2023

The Warehouse - Clunes

36 Fraser Street Clunes

Commencing at 5:30PM

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BRADLEY THOMAS

CHIEF EXECUTIVE OFFICER

Tuesday 16 May 2023

CONDUCTING HYBRID COUNCIL MEETINGS

In the spirit of open, transparent and accountable governance, this meeting will be live-streamed on Council's Facebook page. The meeting will also be recorded and made available on Council's website as soon as practicable after the meeting.

- Council's meeting will be conducted tonight in accordance with:
- The Local Government Act 2020
- The Minister's Good Practice Guideline MGPG-1: Virtual Meetings
- Council's Governance Rules; and
- The Hepburn Shire Council Councillor Code of Conduct.

1 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

Hepburn Shire Council acknowledges the Dja Dja Wurrung as the Traditional Owners of the lands and waters on which we live and work. On these lands, Djaara have performed age-old ceremonies of celebration, initiation and renewal. We recognise their resilience through dispossession and it is a testament to their continuing culture and tradition, which is strong and thriving.

We also acknowledge the neighbouring Traditional Owners, the Wurundjeri to our South East and the Wadawurrung to our South West and pay our respect to all Aboriginal peoples, their culture, and lore. We acknowledge their living culture and the unique role they play in the life of this region.

2 SAFETY ORIENTATION

Emergency exits and convenience facilities at the venue to be highlighted to members of the public in attendance.

3 OPENING OF MEETING

COUNCILLORS PRESENT: Cr Brian Hood, Cr Don Henderson, Cr Jen Bray, Cr Juliet Simpson, Cr Lesley Hewitt, Cr Tessa Halliday, Cr Tim Drylie

OFFICERS PRESENT: Mr Bradley Thomas - Chief Executive Officer, Mr Bruce Lucas - Director Infrastructure and Delivery, Mr Ransce Salan - Executive Manager Development, Ms Amy Boyd - Manager Planning and Building, Mr Chris Whyte – Manager Information and Communication Technology, Ms Rebecca Smith - Manager Governance and Risk

The meeting opened at 5:32pm.

STATEMENT OF COMMITMENT

“WE THE COUNCILLORS OF HEPBURN SHIRE
DECLARE THAT WE WILL UNDERTAKE ON EVERY OCCASION
TO CARRY OUT OUR DUTIES IN THE BEST INTERESTS OF THE COMMUNITY
AND THAT OUR CONDUCT SHALL MAINTAIN THE STANDARDS OF THE CODE OF
GOOD GOVERNANCE
SO THAT WE MAY FAITHFULLY REPRESENT AND UPHOLD THE TRUST PLACED IN THIS
COUNCIL BY THE PEOPLE OF HEPBURN SHIRE”

4 APOLOGIES

Nil.

5 DECLARATIONS OF CONFLICTS OF INTEREST

Nil.

6 CONFIRMATION OF MINUTES

Go to 00:04:15 in the meeting recording to view this item.

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 18 April 2023 (as previously circulated to Councillors) be confirmed.

MOTION

That the Minutes of the Ordinary Meeting of Council held on 18 April 2023 (as previously circulated to Councillors) be confirmed, with the following addition at Section 10 Statutory Planning:

Mindful of the Shire’s critical shortage in housing and the applications’ compliance with the Hepburn Shire Council Planning Scheme, Councillors resolved to issue the three permits, including a significant number of binding conditions, recognising that the proposals would:

- *provide much-needed affordable housing to be managed by a women’s housing agency;*
- *that public open space over unencumbered land would be provided in excess of minimum requirements;*
- *and would sensitively responding to the natural drainage line flowing through the property;*
- *that the loss of an Avenue of Honour tree in Raglan Street would be avoided;*
- *that a revision to road alignment would minimise the loss of only one Cedar tree along the Midland Highway;*

- *protect the removal of the avenue of Cedars with a Section 173 agreement and the potential to create a Public Reserve;*
- *protected the heritage farm house and ensure that geotechnical studies be done on the land to identify mine tunnels and shafts;*
- *and that the plans are consistent with an overall Master Plan for the whole precinct which was developed with council and community input.*

Moved: Cr Jen Bray

Seconded: Cr Juliet Simpson

Carried

Voted for: Cr Brian Hood, Cr Jen Bray, Cr Juliet Simpson and Cr Tessa Halliday

Voted against: Cr Don Henderson and Cr Lesley Hewitt

Abstained: Cr Tim Drylie

7 ITEMS OF URGENT BUSINESS

Nil.

8 COUNCILLOR AND CEO REPORTS

8.1 MAYOR'S REPORT

Go to 00:07:04 in the meeting recording to view this item.

Councillor Brian Hood, Coliban Ward

To use a football analogy the past month has certainly seen the scoreboard ticking over. It is particularly gratifying to see capital projects come to completion. The public facilities at Hammon Park Creswick and the new sportsground pavilion at Trentham were recently completed and opened. Both will provide excellent and much-needed facilities for all sections of the community. The Drop, an innovative and creative piece of public art, was also launched at the Glenlyon Dam.

A number of wonderful community events have been staged in the past month – including Spudfest in Trentham, the Bullarto Tractor Pull and the Andersons Mill Heritage Weekend in Smeaton. Each event was a credit to the army of volunteers who did the hard work to stage such celebrated events and were proudly supported by Council. And to illustrate the diversity of our community I attended the Vesak celebration at the Newbury Buddhist Monastery along with Deputy Mayor Cr. Hewitt. Vesak is the most sacred day of the year for Buddhists and I was again made most welcome on what was my third visit to the monastery.

Council conducted another beautiful citizenship ceremony in the past month and supported a number of fitting Anzac Day ceremonies across the Shire.

During the month I also met with the work crews from Disaster Recovery Australia, who are working out of Tylden, performing clean-up activities on private properties. It is noteworthy that almost two years on from the June 2021 storm this work is ongoing....but hopefully soon to finish.

Perhaps the most pleasing development in the past month has been the decision by Geographic Names Victoria to gazette the renaming of Jim Crow Creek to Yarni Barramal Yaluk. Council worked closely with the community and project partners Mount Alexander Shire Council, North Central Catchment Management Authority and DJAARA to campaign for the renaming of the creek over many years. The term Jim Crow has its origins in racial segregation and anti-black racism and is therefore unacceptable. Larni Barramal Yaluk, which means home or habitat of the Emu Creek, reconnects the landscape with Dja Dja Wurrung culture and language. This change ties in with Council's ongoing reconciliation and recognition work and is further evidence that well-constructed input from the community can lead to constructive change.

I finish this report on a sad note – acknowledging the passing of much-loved and respected Trentham identity Jim Sinatra. Jim's expertise in landscaping and the environment, his words of wisdom, sense of humour and community spirit will be sadly missed.

8.2 COUNCILLOR REPORTS

Councillor Tessa Halliday, Cameron Ward

This month I participated in the Anzac Day service in Clunes. As always there was an impressive turn out for this important commemoration of the people who sacrificed so much for our freedom.

I attended the launch of The Drop at Glenlyon Dam, the last public art piece to be installed in the shire's public art commissioning program. This latest piece is stunning and is a valuable addition to the cultural heritage of the shire.

I attended the Hammon Park Trail Head official opening and had a chance to explore the new facilities which include BBQ facilities, various bike tracks and jumps, accessible playground and toilet facilities. It is an exciting new recreation space for the shire and Octavia and I enjoyed testing out the jumps with the pram.

The weather for Spud Fest was gorgeous sunny day if a little on the chilly side. The spud hut tours were great fun and informative and we also enjoyed the rest of the activities around town.

Tomorrow is IDAHOBIT day the International Day against LGBTIQ+ discrimination. I would encourage you if you can, to join us in Daylesford at 10am at Vic Park for a photo at the Big Rainbow and the flag raising.

Recent shocking events in Melbourne and around the world have highlighted more than ever that we can't become complacent and that we need to keep striving for inclusion.

We are very lucky living in Daylesford where we are, on the whole, seen, accepted and loved as part of this vibrant community. It is very easy to stay in our bubble and not look outside of that to the struggles of others in our community, other regional areas or further afield.

We need days like this to remind us to consider what is going on outside of us as individuals and ask ourselves what more we can be doing to help further the goal of a world without Homophobia, Biphobia and Transphobia.

Councillor Don Henderson, Creswick Ward

This month has seen steady progress on the structure plan for Creswick and I urge residents to take part as this will assist in future development. Please express your opinion and give as much information as possible by using the survey.

Plenty of things happening around the shire and it was good to catch up with people who I had not seen for a while in Trentham and Glenlyon.

Trentham Spudfest saw the whole town come alive with a focus on the humble potato. The district history was very evident as was the talent of many artists,

musicians and artisans. Mayor Hood and Cr Hewitt and myself joined State Minister Mary-Anne Thomas and Federal Minister Catherine King at the opening.

Well, what a great art installation at Glenlyon. Certainly the installation may have been last in the shire public art program but it is certainly not the least. The Drop looks just like a shining drop of water and reflects the environment around the much loved Glenlyon Dam. To be frank I was a touch envious having compared the counterpart in Creswick. Still they say art is in the eye of the beholder.

Closer to home the Andersons Mill festival was a chance to see some of the old crafts and also a chance to be in a great old building with so much character. Of real interest was a display explaining the Buried Rivers of gold with a working scale model of the Berry No 1 winding house at Ullina. Robert Haughey was on site to explain the importance of the goldfields and also the importance this will be to the World Heritage bid that is underway.

I was also able to catch up with so many on ANZAC day. Starting with the dawn service then the Gunfire Breakfast at the senior cits then on to the Creswick Shire Avenue of Honor at Kingston and finally to the main service at the Cenotaph in Creswick. Certainly a time of deep reflection on the question of the futility and waste of war. Still a bit of merriment catching up at the RSL hall afterwards and sharing some experiences. Some very old and dear friends were missing which was really quite sad.

Be assured I cannot forget the official opening of Hammon Park. This is not just a park for cyclists but truly a community park for those of all ages and abilities. In some parts it is certainly not for the faint hearted. Our thanks should go to a procession of State government ministers who have supported and continue to support the development of cycling and other recreational facilities in Creswick and around the shire. Thanks also to our local Community Bank for making a considerable contribution.

We are also seeing long overdue works in the creek and Nuggety Gully. Some may see the vegetation being taken out as a negative but in turn this will provide educational opportunity to local children to put forward their contribution to the future development of a great and carefully planned revegetation and beautification project.

Councillor Tim Drylie, Creswick Ward

Firstly, a notable achievement was the official opening of Hammon Park, a vital community facility. The park offers various amenities, including accessible facilities, learn-to-ride tracks, and a nature play area. It also serves as the starting point for the future Creswick Trails, which will feature 60 kilometers of purpose-built mountain bike trails. This remarkable achievement showcases our community's resilience and collaboration and thanks also to our local Creswick Community Bank & District for their large contribution. Don't miss the Hammon Park Community Event scheduled

for this coming Saturday morning. There has been very positive feedback already about this brand new facility.

I am thrilled to share the significant progress made by the Creswick Hospital Upgrade Committee. Through dedicated fundraising efforts, they have successfully raised \$25,000 towards the initial \$30,000 target, with a goal of reaching \$150,000 by September for the Upgrade of Creswick Hospital and Aged Care Facilities

I would also like to congratulate the organisers and exhibitors of the successful National Trust Anderson's Mill Heritage Weekend. This event holds great significance on our local calendar, celebrating our Goldfields and agricultural heritage, and it was a resounding success.

On a different note, I want to update you on the Western Renewables Link and our involvement in the VNI West project. We need to remain vigilant regarding this controversial powerline issue. It's crucial that we advocate for our community's best interests and closely monitor developments, considering a report suggesting potential tripled electrical supply prices due to the VNI project.

I am delighted to share the successful launch of the Hepburn Switch Event, marking a significant transition to renewables. This event, hosted by Hepburn Energy, celebrated our community's achievements and our zero-emission goals for the Hepburn Shire. It featured various initiatives, including bulk buys for electric vehicles and heat pumps, as well as updates on Hepburn Energy's community battery and solar farm project. The event provided informative discussions, a Q&A session, and even test drives of electric vehicles.

Additionally, I attended a Creswick Scouts/U3A Meeting, witnessing the inspiring partnership between Creswick Scouts and the University of the 3rd Age. We explored potential alternative locations for the redevelopment of the Creswick Scout Hall, further strengthening the collaborative spirit of this partnership.

I also want to express my gratitude for the meaningful ANZAC Day events that I attended took place, including the Avenue of Honour Kingston Service, the Dawn Service in Creswick, and the ANZAC Day Service and parade. Our community came together in large numbers in reverence and respect for those who have served and sacrificed.

Furthermore, I want to highlight the recent Hepburn Z-NET Community Roundtable Meeting, where we discussed our community's efforts to reduce emissions and address important issues like waste reduction and climate adaptation. We reviewed our circular economy work, shared project announcements, and saw great progress in bulk buys of heat pumps and electric vehicles. Accelerated action in renewables and energy efficiency is crucial, as revealed by an electricity audit demonstrating significantly increased consumption post-COVID. We also explored partnerships and initiatives, emphasizing the role of ZNET in our integrated transport strategy.

Lastly, I want to acknowledge the good work of the Creswick Community Recovery Committee and their regular meetings. This gathering plays a vital role in assisting our community in recovering from extreme weather events and preparing for the future. Updates were shared, including the release of an emergency contacts fridge magnet, the report of Nuggety Gully Creek clearing and revegetation works, plans for a Community level Emergency Management Plan, and the announcement of an Almost Back to Normal gathering in Creswick. This event will provide support and an opportunity for residents affected by the January 5th, 2022 storms to come together.

Summing up, I want to express my sincere appreciation to our community for their unwavering commitment to resilience, environmental stewardship, and empowerment. Together, we are building a stronger, more sustainable future for Hepburn Shire.

Councillor Juliet Simpson, Holcombe Ward

On 27 April we spent a whole day debating the draft budget.

On 30 April I attended a community meeting at the Yandoit Hall.

I had a meeting with Council officers about the Holcombe Ward Structure Planning.

I attended the launch of "The Drop" sculpture at the Glenlyon Dam which is the latest in the Hepburn Shire's public art collection. There is a sculpture in each ward. There was a digital presentation from the artist Yu Fang Chi who apologized for not being there. She was caring for her parents in Taiwan.

I attended three full day briefings which included hearing from planning applicants and objectors.

Councillor Jen Bray, Birch Ward

This has been a bit of an Art and Sport month for me - both are vitally important for our communities health and wellbeing. I've had the chance to be at the opening of two sporting - the Trentham Sports Pavilion and the Hammond Park Trail Head Park as part of the Creswick Trails and I have to say they are both wonderful facilities. The Trentham Pavilion provides a light, bright, warm space for the community to gather for sporting and community events, and the new Pump Track at Creswick will be great for families, young bikers learning to ride, and our committed cycle fans.

Lots of Art to enjoy this month too, with the Art Installation at the Glenlyon Dam of the Art of the sculpture - The Drop. Beautifully reflecting the surrounding bush and water, and changing as you walk around it. I hope you can get down to see it.

Attended performance by local professional theatre company Lab Kelpie of new children's touring theatre show. Hepburn Shire is providing some funding support along with Regional Arts Victoria and the Australian Children's Theatre Fund. Great to see a good turnout of families and arts practitioners at the performance which was warmly received. It's great that Council can support these arts initiatives through

our community grants and I encourage all artists in our community to apply if they have a suitable project that would benefit our community.

Tomorrow is IDAHOBIT Day - the International Day Against Homophobia, Biphobia, Interphobia & Transphobia (IDAHOBIT) celebrating LGBTQIA+ people globally, and raising awareness for the work still needed to combat discrimination.

And for our young people this Saturday 20 May is the Rainbow Formal – run each year in collaboration with Hepburn, Mt Alexander and Macedon Ranges Shires. It’s for LGBTQIA+ young people under 25 and their allies and is a chance to dress to express, find your people and have fun. You can book your free ticket and free bus ride provided by Council by following the link on the Council Facebook page.

I was proud that our creek Larni Barramal Yaluk had its new name made official by Geographic Names Victoria. The creek has had its Djaara heritage and identity restored and will part of the healing of country as we walk together in reconciliation.

- | | |
|----------|---|
| 20 April | Opening of Trentham Sports Pavilion
Citizenship Ceremony Daylesford Town Hall |
| 25 April | Anzac Day ceremonies at Hepburn Springs and Daylesford |
| 27 April | Budget workshop to discuss 2023/24 Budget |
| 1 May | Ward Structure Plan meeting
Western Renewables Link – community catch up meeting |
| 4 May | Glenlyon Dam Art Installation Opening – The Drop |
| 5 May | Opening of the Hammond Park Trail Head Park - Creswick |
| 12 May | Met with Council staff at the Daylesford Community Skate Park to discuss the work needed to improve the skate bowl area and the blackberries at the back of the garden. There will be a community working bee this weekend for some blackberry cutting. |
| 13 May | Attended performance by local professional theatre company Lab Kelpie of new children’s touring theatre show “Reasons to be Invisible.” |
| 17 May | IDAHOBIT day the International Day Against Homophobia, Biphobia, Interphobia & Transphobia (IDAHOBIT) celebrating LGBTQIA+ people globally, and raising awareness for the work still needed to combat discrimination. |
| 20 May | Youth Rainbow Formal – run each year in collaboration with Hepburn, Mount Alexander and Macedon Ranges Shires. |

Community: Responded to concerns and questions from community members regarding:

- Dan Murphy's licence
- Public Reserve for cedar trees
- Arts events and facilities

Promoting: Agriculture and Land Survey

Youth Rainbow Formal

Councillor Lesley Hewitt, Birch Ward

2.5 years into this Council term and I find that some months are more rewarding than others in being a Councillor. This month was one of those for me. Several things stand out – the opening of the Glenlyon Public Art installation, the Drop. This completes the five public art installations throughout the Shire. It's a beautiful piece at the Glenlyon Dam. The opening of the Hammond Park Trailhead, and in particular the Changing Places toilet block, the accessible pathways, and the playground with its bright colours that addresses the needs of children with vision impairment, and of course the change of name of Jim Crow Creek to Larni Barrumal Yaluk. These are all examples of projects that were started in previous Councils and those Councillors (with the exception of Cr Henderson) who were responsible for getting the projects off the ground are no longer on Council. It's a reminder of the importance for all of us to work for the future, having a vision, and starting things that we may not see the completion of but which the community will benefit from. That segues into the Future Hepburn project. Residents should have received a letter describing this project and detailing opportunities for how and where to participate. It's about planning for the next 30 years. I went on an Alice's Journeys walk around Daylesford a couple of weeks ago and the fabulous and informative Daisy pointed out several of the buildings we have that are still in use today, for the same purposes for which they were initially built. Primary school, Town Hall, some, but not all the churches and the desperately in need of an upgrade Daylesford Hospital. And yes, we have these buildings because of the wealth generated by gold, but also because of the vision and generosity of those in the community who went before – and that's what we can do with the Future Hepburn project, continue the Daylesford tradition of having a vision for the community.

This week is National Volunteers Week and a thank you to all the volunteers who work to make the Shire a great place to live and work. But a particular shout out to those community members who had a working bee at the Daylesford Community Skate Park on the weekend along with those from the Daylesford Men's Shed (Larry Lawrence and Bruce Davies) with support from Daylesford Rotary (led by Victor Szwed) who repaired and upgraded the lookout at Cornish Hill.

Trentham Spudfest and the Buddhist Vesak celebration were two events that showcased both the tradition and diversity of our Shire. Great work by the new Spudfest Committee and a shoutout to the Dunns (fifth generation potato farmers – the fifth generation being represented by the hard working Sophie Dunn)) and George and Luke Wicker who bought their potatoes along providing a link to Trentham’s rich history. And to see over 100 people of the Buddhist faith celebrating a sacred day amongst the beautiful natural forest and hills environment at Newbury. Reminding us that we have a visitor economy and visitors come for all sorts of reasons and motivations to enjoy our environment.

The Disability Advisory Committee met yesterday and continues to identify areas around the Shire which are not accessible to all, whilst working to have a significant IDPwD celebration on 3 December.

I have tabled the list of Councillor diary activities which does demonstrate the variety of the roles and I just want to encourage everybody in the community, that when you have concerns or issues, then talk to your local Councillor, don’t just discuss it amongst yourselves or post on Facebook. All of us are willing to listen. That doesn’t mean agreement, but we will take note. We can’t if we don’t know.

Councillor Diary Activities

Council Meeting – 18/5/23

Citizenship Ceremony – 20/5/23

Legacy Lunch – 20/5/23

Meeting Friends of Lake Daylesford representative – 23/5/23

Anzac Day Services – Daylesford and Eganstown

Councillor Briefings – 26/4/23, 2/5/23, 9/5/23

Councillor Budget Briefing – 27/4/23

Yandoit Community Meeting – 30/4/23

Birch ward Structure Planning Workshop – 1/5/23

Western Renewables Link Community Meeting – 1/5/23

Public Launch Glenlyon Public Art – 4/5/23

Hammond Park Opening – 5/5/23

Trentham Spudfest – 6/5/23

Newbury Buddhist Monastery Vesak Celebration – 7/5/23

Daylesford Hospital Upgrade Meeting -10/5/23

CEO Meeting with Community representatives re Dan Murphy – 11/5/23

Daylesford Community Skate Park Meeting -12/5/23

Lab Kelpie – Reasons Play Development Performance – 13/5/23

Disability Advisory Committee Meeting – 15/5/23

RECOMMENDATION

That Council receives and notes the Mayor's and Councillors' reports.

MOTION

That Council receives and notes the Mayor's and Councillor Reports.

Moved: Cr Don Henderson

Seconded: Cr Juliet Simpson

Carried

Voted for: Cr Brian Hood, Cr Don Henderson, Cr Jen Bray, Cr Juliet Simpson, Cr Lesley Hewitt, Cr Tessa Halliday and Cr Tim Drylie

Voted against: Nil

Abstained: Nil

8.3 CHIEF EXECUTIVE OFFICER'S REPORT

Go to 00:29:30 in the meeting recording to view this item.

The Chief Executive Officer Report informs Council and the community of current issues, initiatives and projects undertaken across Council.

CHIEF EXECUTIVE OFFICER UPDATE

On 20 April 2023 the Trentham Sportsground Pavilion was officially opened by Mary-Anne Thomas MP, along with representatives from the Sportsground Reserve Committee of Management, Trentham District Football and Netball Club Inc, Trentham and District Cricket Club and community members.

The wonderful facilities are a fantastic asset for the town and community, along with current and future netballers, footy players and cricketers.

Thank you to the Committee of Management and sporting groups for their support throughout this project.

The redevelopment project, with over \$2.5 million of investment, has been delivered in partnership between the Victorian Government and Council.



Following the opening of the Trentham Sports reserve we held a Citizenship Ceremony in the Daylesford Town Hall. Nine residents took the citizenship pledge.

This is such an important day, and we're very proud to warmly welcome them to our beautiful region.

Our new citizens have come from the United Kingdom, the People's Republic of China, Philippines, Italy, Tibet, Canada, and Columbia.



Earlier this month a beautiful new public artwork 'The Drop' was officially in Glenlyon at the Glenlyon Dam. You can experience this installation and take in the beauty of both the work and its location.



On Friday 5 May 2023, Martha Haylett MP officially opened Hammon Park in Creswick. This community space includes nature play, cycling jumps course, learn to ride circuit, shaded seating area, BBQ facilities, water bubbler, accessible toilets, highly accessible changing place and additional parking.

This project would not have been possible without the generous funding of \$2.1 million from the Victorian Government (Regional Tourism Infrastructure Fund), and contributions from the Community Bank Creswick & District and Council. The

Creswick Trails will host mountain biking competition in the 2026 Commonwealth Games.



This month and during early June, Council is running the first of our strategic planning projects that make up Future Hepburn. This once in a generation project, Future Hepburn aims to protect and enhance the existing character of our towns and rural settlements through community inclusive strategic planning controls on growth and development. Through past engagements we know that our community values and wishes to protect their rural landscapes, the character of their townships, the Shire's biodiversity and environment, and our agricultural land.

These things are important to us too, and we want to make sure that we leave a legacy that protects the things we all value. We want to develop frameworks for better planning decisions creating an opportunity through good place-making allowing our townships and settlements to thrive and develop into the future. Together we will work to understand what our priorities are, and how we will protect what we value, how we shape the identity of our townships and rural settlements, and what planning controls we can put in place to deliver the shared visions we have for our townships and rural settlements.

If you would like to have your say in developing the Agricultural Land & Rural Settlement Strategy you can find session dates and times on our Participate Hepburn website <http://participate.hepburn.vic.gov.au/future-hepburn>.



We have also reviewed applications for Round 3 of the Community Grants program, and have awarded to the following 12 community groups with a total of \$25,321 supporting community-led initiatives valued at \$88,458.62 to the following applicants:

Applicant	Project	Amount
Lab Kelpie Inc.	Theatrical Play ' <i>Reasons to be Invisible</i> '	\$2,500
Victoria Street Craft Group, Creswick	Street Craft Group	\$2,500
Hepburn Netball Club	Tiered Spectator Seating	\$2,500
Riding for the Disabled, Daylesford	Safety Equipment and Saddle	\$2,270
Cool Country Men's Shed	Metalwork for Community Projects	\$1,052
Bullarto Public Hall Committee	New Equipment (Improved Resilience)	\$2,500
Clunes Museum	Digitizing Microfilm Records	\$2,500
Creswick Men's Shed	Pedestal Disc Sander for Community Projects	\$2,500
Pavilion Arts & Sustainability Inc.	Small Equipment Purchase, Capacity Building	\$999
5000 Club Inc.	Weekly Community	\$2,000

	Luncheons	
Trentham Lions Club	Wood for the Needy	\$2,000
Anglicare	Ongoing Relief for at Risk and Homeless	\$2,000

Meetings I have participated in during the month, include:

- Regular staff one on one meetings
- Councillor briefings
- Executive Team meetings
- Central Highlands Partnership
- CHCV AGM
- Budget meetings
- Joint State/Local Government Monthly CEO Forum
- Various budget briefings
- Loddon Campaspe CEOs
- Loddon Campaspe Mayors and CEOs
- LGPro CEO Forum
- Commonwealth Games meetings
- Meetings in regard to VNI-West and the Western Renewables Link
- Official opening of the Trentham Sportsground Reserve Pavilion
- Joint State Government (LGV) and Local Government update
- Central Highlands Regional Partnership
- Meetings with Mayor and Councillors

RECOMMENDATION

That Council receives and notes the Chief Executive Officer's Report for May 2023.

MOTION

That Council receives and notes the Chief Executive Officer's Report for May 2023.

Moved: Cr Jen Bray

Seconded: Cr Juliet Simpson

Carried

Voted for: Cr Brian Hood, Cr Don Henderson, Cr Jen Bray, Cr Juliet Simpson, Cr Lesley Hewitt, Cr Tessa Halliday and Cr Tim Drylie

Voted against: Nil

Abstained: Nil

9 PUBLIC PARTICIPATION TIME

This part of the Ordinary Meeting of Council allows for the tabling of petitions by Councillors and Officers and 30 minutes for the purposes of:

- Tabling petitions
- Responding to questions from members of our community
- Members of the community to address Council

Community members are invited to be involved in public participation time in accordance with Council's Governance Rules.

Individuals may submit written questions or requests to address Council to the Chief Executive Officer by 10:00am the day before the Council Meeting.

Some questions of an operational nature may be responded to through usual administrative procedure. Separate forums and Council processes are provided for deputations or for making submissions to Council.

Questions received may be taken on notice but formal responses will be provided to the questioners directly. These responses will also be read out and included within the minutes of the next Ordinary Meeting of Council to make them publicly available to all.

BEHAVIOUR AT COUNCIL MEETINGS

Council supports a welcoming, respectful and safe environment for members of the community to participate at Council Meetings regarding issues that are important to them. Council's Governance Rules sets out guidelines for the Mayor, Councillors, and community members on public participation in meetings. It reinforces the value of diversity in thinking, while being respectful of differing views, and the rights and reputation of others.

Under the Governance Rules, members of the public present at a Council Meeting must not be disruptive during the meeting.

Respectful behaviour includes:

- Being courteous when addressing Council during public participation time and directing all comments through the Chair
- Being quiet during proceedings
- Being respectful towards others present and respecting their right to their own views

Inappropriate behaviour includes:

- Interjecting or taking part in the debate
- Verbal abuse or harassment of a Councillor, member of staff, ratepayer or member of the public
- Threats of violence

9.1 PETITIONS

No petitions were tabled.

9.2 PUBLIC QUESTIONS

No public questions were received for this meeting.

9.3 REQUESTS TO ADDRESS COUNCIL

No requests to address Council were received.

10 STATUTORY PLANNING

10.1 PLN22/0122 - 48 SUTTONS ROAD GLENLYON - EXTENSION TO AN EXISTING DWELLING

Go to 00:32:30 in the meeting recording to view this item.

INTERIM DIRECTOR COMMUNITY AND DEVELOPMENT

In providing this advice to Council as Senior Statutory Planner, I Lipi Patel have no interests to disclose in this report.

ATTACHMENTS

1. Bushfire Management Statement - 48 Suttons Lane Glenlyon [**10.1.1** - 34 pages]
2. Drawings or set of plans - 48 Suttons Lane Glenlyon [**10.1.2** - 14 pages]
3. Redacted Combined Objections - 48 Suttons Lane Glenlyon [**10.1.3** - 23 pages]
4. Combined referral responses - 48 Suttons Lane Glenlyon [**10.1.4** - 6 pages]
5. Land Capability Assessment - 48 Suttons Lane Glenlyon [**10.1.5** - 31 pages]

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's decision on Planning Permit Application PLN22-0122 for alterations and additions to an existing dwelling at 48 Suttons Road, Glenlyon. The application originally included the dwelling extension and conversion of an existing shed to include a kitchenette. A subsequent Section 57(A) amendment was made to the application to remove the kitchenette from the development proposal from the application.

The site is located within Farming Zone – Schedule 2 (FZ2), Environmental Significance Overlay – Schedule 1 (ESO1), and Bushfire Management Overlay (BMO). The site is included within an area of Aboriginal Cultural Heritage Sensitivity.

The application was advertised, and seven objections were received. The grounds of objection generally relate to:

- Inadequacy of the proposal with new bushfire standards.
- Inconsistencies in the application i.e., the size, type and site of the existing septic tank.
- Confusion and concern regarding the application itself as it is being done retrospectively with the proposed extension already constructed.
- Glenlyon power supply intermittent and concern regarding pumping of effluent to the (uphill) septic system.
- Environmental impacts in relation to recent flood and climate change.
- No Land Capability Assessment.
- Increase in the development along the banks of the Loddon River.
- Concern that the site is unsuitable for a dwelling due to the property being below the minimum area (20ha) for which no permit is required to use land for a dwelling.

Note: Some of the objections included matters relating to a camp site, small cabin, and potential use of existing buildings for accommodation of persons under a rental situation.

This does not form part of the current application and therefore the only grounds of objection for consideration are those relating to the alterations and additions to the existing dwelling resulting in an additional bedroom and cinema room. If there is an alleged non-compliant activity occurring on the property, that should be handled as a separate complaint and not as part of the planning application being considered.

All relevant referral authorities have provided a no objection or conditional consent response.

The application has received more than five objections and is presented to Council for determination.

OFFICER'S RECOMMENDATION

That Council, having complied with the relevant sections of the Planning and Environment Act 1987, issues a Notice of Decision to Grant a Permit for Development of the land for alterations and additions to an existing dwelling at 48 Suttons Lane, Glenlyon subject to the following conditions:

Amended Plans Required

1. Before the use and development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the advertised plans prepared by DC Design, but further modified to show:

a. Site Plan

i) Remove reference to 'Camp' – camping site.

ii) Remove reference to kitchenette on plans.

b. Remove kitchenette and all related equipment from the building 'studio/workshop' floor plans.

No Variation

2. The use and development as shown on the endorsed plans must not be altered or modified unless otherwise agreed in writing by the Responsible Authority.

Standard Conditions

3. *All external materials must be non-reflective and finished in natural colours or shades to the satisfaction of the Responsible Authority.*

4. *All areas of disturbed ground must be stabilised and revegetated at the completion of the development to the satisfaction of the Responsible Authority.*

Council's Environmental Health Department Conditions

Effluent Disposal

5. *Before works re-commence an application to install / amend a septic tank system must be submitted to the responsible authority.*

6. *The wastewater system must be an EPA approved Aerobic Wastewater Treatment System capable of achieving the 20/30 standard and must be installed in accordance with the EPA Code of Practice – onsite wastewater management July 2016 (EPA publication 891.4), unless otherwise agreed in writing by the responsible authority.*

7. *The wastewater management system including effluent disposal fields must be located in an area that is able to satisfy minimum setbacks identified within Table 5 of the EPA Code of Practice – onsite wastewater management July 2016 (EPA publication 891.4)*

Council's Engineering Department Conditions

Stormwater Drainage

8. *All stormwater discharged from the subject land shall be connected to the legal point of discharge to the satisfaction of the Responsible Authority. No concentrated stormwater shall drain or discharge from the land to adjoining properties.*

9. *All works must be fully completed prior to the commencement of use.*

10. *All costs incurred in complying with the above conditions shall be borne by the permit holder.*

Goulburn Murray Water Conditions

11. *All construction and ongoing activities must be in accordance with sediment control principals outlined in 'Construction Techniques for Sediment Pollution Control' (EPA, 1991).*

12. All wastewater from the dwelling must be treated to a standard of at least 20mg/L BOD and 30mg/L suspended solids using a package treatment plant or equivalent. The system must have a certificate of conformity issued by the Conformity Assessment Body (or equivalent approval) and be installed, operated and maintained in accordance with the relevant Australian Standard and EPA Code of Practice.

13. All wastewater must be applied to land via pressure-compensating sub-surface irrigation installed along the contour.

14. The wastewater disposal area must be located at least: 100m from any waterways (including dams on a waterway), 40m from any drainage lines, 60m from any dams, and 20m from any bores. *Where wastewater is treated to at least a secondary standard, the distance may be reduced in accordance with the current EPA 891.4: Code of Practice – Onsite Wastewater Management (2016). However, where possible setback distances must be maximised.

15. The wastewater disposal area must be kept free of stock, buildings, driveways, paths, car parking and service trenching and must be planted with appropriate vegetation to maximise its performance. Stormwater must be diverted away.

16. Stormwater run-off from buildings and other impervious surfaces must be dissipated as normal concentrated overland flow or directed to a storage tank or dam.

17. No buildings are to be located within 30m of any waterways or dams on waterways.

18. The existing septic tank system must be decommissioned once the new system is installed and operational. All wastewater from the dwelling must be disposed of via connection to the new wastewater management system to the satisfaction of Council's Environmental Health Department.

19. The shed must not contain bedrooms (or rooms that could be used as bedrooms) or any facilities with the potential to produce wastewater, including toilets, kitchens or other food preparation facilities.

Country Fire Authority Conditions

Endorsement of Bushfire Management Plan

20. Before the development starts, the Bushfire Management Plan prepared by Regional Planning & Design Pty Ltd, Ref. No. 22.319, Version B, dated 10/10/2022

must be endorsed by the Responsible Authority. Once endorsed the plan must not be altered unless agreed to in writing by CFA and the Responsible Authority.

21. The bushfire protection measures forming part of this permit or shown on the endorsed plans, including those relating to construction standards, defensible space, water supply and access, must be maintained to the satisfaction of the responsible authority on a continuing basis. This condition continues to have force and effect after the development authorised by this permit has been completed.

Permit Expiration Conditions

22. This permit will expire if the following circumstances applies:

- a. The development is not completed within four (4) years of the date of this permit.*

The Responsible Authority may extend the permit if a request is made in writing in accordance with Section 69 of Planning and Environment Act 1987.

MOTION

That Council, having complied with the relevant sections of the Planning and Environment Act 1987, issues a Notice of Decision to Grant a Permit for Development of the land for alterations and additions to an existing dwelling at 48 Suttons Lane, Glenlyon subject to the following conditions:

Amended Plans Required

- 1. Before the use and development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the advertised plans prepared by DC Design, but further modified to show:*
 - a. Site Plan*
 - i) Remove reference to 'Camp' – camping site.*
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 - b. Remove kitchenette and all related equipment from the building 'studio/workshop' floor plans.*

No Variation

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7. *The wastewater management system including effluent disposal fields must be located in an area that is able to satisfy minimum setbacks identified within Table 5 of the EPA Code of Practice – onsite wastewater management July 2016 (EPA publication 891.4)*

Council's Engineering Department Conditions

Stormwater Drainage

8. *All stormwater discharged from the subject land shall be connected to the legal point of discharge to the satisfaction of the Responsible Authority. No concentrated stormwater shall drain or discharge from the land to adjoining properties.*

9. *All works must be fully completed prior to the commencement of use.*

10. *All costs incurred in complying with the above conditions shall be borne by the permit holder.*

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18. The existing septic tank system must be decommissioned once the new system is installed and operational. All wastewater from the dwelling must be disposed of via connection to the new wastewater management system to the satisfaction of Council's Environmental Health Department.

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21. The bushfire protection measures forming part of this permit or shown on the endorsed plans, including those relating to construction standards, defensible space, water supply and access, must be maintained to the satisfaction of the responsible authority on a continuing basis. This condition continues to have force and effect after the development authorised by this permit has been completed.

Permit Expiration Conditions

22. This permit will expire if the following circumstances applies:

- a. The development is not completed within four (4) years of the date of this permit.*

The Responsible Authority may extend the permit if a request is made in writing in accordance with Section 69 of Planning and Environment Act 1987.

Moved: Cr Juliet Simpson

Seconded: Cr Jen Bray

Carried

Voted for: Cr Brian Hood, Cr Don Henderson, Cr Jen Bray, Cr Juliet Simpson, Cr Lesley Hewitt, Cr Tessa Halliday and Cr Tim Drylie

Voted against: Nil

Abstained: Nil

BACKGROUND

Site and Surrounds

The property is 1.81ha in area and sited on the west side of Suttons Lane. The land to the north is Dysart Street, and the Loddon River to the west. The site falls gently to the southwest and east at a 1–2 degree gradient towards the gully on the southwest boundary. The site is within the Farming Zone- Schedule 2 and is also subject to the Environmental Significance Overlay- Schedule 1 and the Bushfire Management Overlay.

The site contains the existing dwelling, a separate laundry, studio (divided rooms for separate studios, workshop, store area, greenhouse), dam, septic system, and water tanks. The on-site vegetation is grassland and has parts with forest with managed

understory on the edges of the lot. There is a 15m wide electricity easement traversing the middle of the site.

The surrounding area is populated with larger lots containing a dwelling and associated outbuildings within the Farming Zone. Intermittent clearing is present on abutting and surrounding land to the north, south and east in response to the development on those lots. The Loddon River and its associated crown land runs north to south on the west side of the property.

The Glenlyon Recreation Reserve, Dysart Street and picnic ground are located adjacent to the subject site.

Proposal

The proposal is for an extension to an existing 2-bedroom single storey dwelling. The extension creates a smaller upper floor area that will accommodate two bedrooms and a ground level extension which will create a new larger master bedroom, ensuite and store area within the previous carport/garage area. Additional changes on the ground floor include a new stairwell and studio area in what was previously a bedroom, and the conversion of the second ground floor bedroom into the cinema room.

The works for the extension had commenced and reached lock up stage prior to gaining planning approval but had not been completed. The application is to essentially ensure compliance with the provisions of the Hepburn Planning Scheme.

There are no changes proposed to the crossover entry to the site or the driveway. No modifications or associated planning approvals relate to any other buildings on site.

Relevant Planning Ordinance applying to the site and proposal

Zoning:	Farming Zone – Schedule 2 (FZ2)
Overlays:	Environmental Significance Overlay, Schedule 1 (ESO1) Bushfire Management Overlay (BMO)
Particular Provisions	Clause 52.06 Car Parking Clause 53.02 Bushfire Planning
Relevant Provisions of the PPF	LPPF 02.03-1 Settlement 02.03-2 Environmental and landscape values 02.03-5 Built environment and heritage 02.03-6 Housing

	<p>SPPF</p> <p>Clause 11.01-1S Settlement</p> <p>Clause 11.03-6S Regional and Local Places</p> <p>Clause 12.01-1S Protection of Biodiversity</p> <p>Clause 12.05-1S Environmentally Sensitive Areas</p> <p>Clause 13.02-1S Bushfire Planning</p> <p>Clause 14.01-1S Protection of Agricultural Land</p> <p>Clause 14.01-2S Sustainable Agricultural Land Use</p> <p>Clause 14.02-1S Catchment Planning and Management</p> <p>Clause 14.02-1L Catchment and Land Protection</p> <p>Clause 14.02-2S Water Quality</p> <p>Clause 15.01-6S Design for Rural Areas</p> <p>Clause 16.01-3S Rural Residential development</p>	
Under what clause(s) is a permit required?	Clause 35.07-1	A permit is required for building and works within 100m of a waterway within FZ2
	Clause 42.01-2	A permit is required to construct a building or carry out works (generate additional domestic wastewater) under ESO1
	Clause 44.06-2	A permit is required to construct a building or carry out works associated with the use for Accommodation where the extensions and alterations are equal to at least 50% of the gross floor area of the existing dwelling under BMO
Objections?	Seven	
Referrals – internal	<p>Engineering – no objection subject to conditions</p> <p>Environmental Health – standard conditions</p>	
Referrals- External	Goulburn Murray Water - conditional consent	

	Country Fire Authority- conditional consent Central Highlands Water – no objection
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KEY ISSUES

Response to Planning Policy Framework

The relevant clauses of the State and Local Planning Policy Framework seeks to ensure that farming land is protected and retained, and any non-agricultural uses do not adversely affect the use of agricultural land. These policies also seek to ensure that any use and/or development, including the extension to an existing dwelling is to provide for the use and/or development of land for specific purposes.

The dwelling is existing dwelling, and this is not a matter for consideration or contention.

The alterations and additions to the existing dwelling seek to create a large master bedroom on the ground floor and provide two bedrooms on a new upper storey. It is the upper storey that is the subject of this assessment. The proposal does not significantly alter the existing domestic footprint given the extension is a second storey addition.

The proposed permit conditions will require the decommissioning of the existing septic system and for it to be replaced with an environmentally superior treatment system. This is considered to be a significant benefit to the site and local environment as it will yield a better environmental outcome.

No change is made to the driveway access or other buildings.

Subject to conditions, it is considered the extension of the dwelling will not adversely affect the local environs, surrounding agricultural activities and amenity of the area.

Zoning and Overlay Considerations

Farming Zone- Schedule 2

The purpose of the Farming Zone (FZ) is to:

- To implement the Municipal Planning Strategy and the Planning Policy Framework.
- To provide for the use of land for agriculture.
- To encourage the retention of productive agricultural land.
- To ensure that non-agricultural uses, including dwellings, do not adversely affect the use of land for agriculture.
- To encourage the retention of employment and population to support rural communities.
- To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision.

- To provide for the use and development of land for the specific purposes identified in a schedule to this zone.

Pursuant to that and Clause 35.07-4, a building which is within 100 metres from a waterway, triggers a planning permit. In this instance, considering that the proposed extension to the dwelling is 65 metres from Loddon River, a permit is triggered under the Farming Zone- Schedule 2.

As the dwelling is existing, no use permit or consideration of use is required.

The proposal is consistent with the purpose of the zone and appropriately responds to the decision guidelines (Clause 35.07-6) as below:

- The dwelling is already in use and therefore the extension to the dwelling will not result in any further loss or fragmentation of productive agricultural land.
- The dwelling extension will not adversely affect the operation and expansion of adjoining and nearby agricultural uses.
- The restriction of the dwelling extension to within the existing domestic footprint will prevent any further loss of productive agricultural land on the site and provides an appropriate design response suitable for the rural setting.
- The siting, design, height, bulk, colours and materials used for the extension is not expected to have any impacts on the natural environment, Suttons Lane and Dysart Street, or Loddon River.

Environmental Significance Overlay- Schedule 1

The site is located within the area of Cairn Curran Special Water Supply Catchment Protection area. The objective of ESO1 is:

- To ensure all development is undertaken in a manner that protects, restores, and enhances natural resources and environmental systems and seeks to eliminate detrimental impacts on the quality and quantity of water in the catchment, to ensure the long-term plentiful supply of quality water.

The existing dwelling is serviced by a septic tank and trench disposal system. Following, a request from Council, a Land Capability Assessment prepared by Paul Williams & Associates Pty Ltd, was provided in support of the proposal.

This LCA requires the decommissioning of the current onsite septic system primary treatment septic tank and associated effluent trenches. Goulburn Murray Water (GMW) requires the installation of an Aerated Water Treatment System (AWTS) and pressure compensated subsurface irrigation for treated water disposal. This is to be installed to the satisfaction of Council's Environmental Health Department.

Environmental protection is achieved by adhering to the default buffers applied to wastewater disposal areas located in an area near a waterway and by treating effluent to a standard that meets or exceeds the water quality requirements of the 20/30 standard for BOD/SS. GMW has also applied conditions to the permit which further limit risk and address concerns raised by the objectors. Each condition is achievable and appropriate within the special water catchment area.

The Land Capability Assessment assessed the site as a medium risk and recommends a conservative wastewater management system incorporating further multiple barriers. The risk of serious damage when considering further cumulative risk is extremely low or even lessened.

Bushfire Management Overlay

The purpose of the Bushfire Management Overlay (BMO) is to:

- To implement the Municipal Planning Strategy and the Planning Policy Framework.
- To ensure that the development of land prioritises the protection of human life and strengthens community resilience to bushfire.
- To identify areas where the bushfire hazard warrants bushfire protection measures to be implemented.
- To ensure development is only permitted where the risk to life and property from bushfire can be reduced to an acceptable level.

The risk to human life has been assessed and the outcome provides for the dwelling extension to be designed to a minimum Bushfire Attack Level of BAL 29, and a defensible space for a distance of 32m around the dwelling. Conditions to maintain the vegetation is balanced against protection of human life.

Clause 52.06 Car Parking

Pursuant to Clause 52.06-1 (Scope), an increase in the floor area of site area of an existing use must be assessed against Car Parking provisions. The number of car parking spaces required under Clause 52.06-5 must be provided to the satisfaction of the Council. According to the table in Clause 52.06-5, a dwelling with three or more bedrooms (with cinema rooms counted as bedrooms) must have at least two car parking spaces, one of which must be under cover. The site plan and floor plan clearly show a new carport south of the house that can accommodate two cars under cover. Hence, the proposal meets and exceeds the car park requirements.

Amenity Considerations

The proposed alterations and additions are in association with an existing use. Whilst the footprint of the dwelling is increased, only one additional bedroom is proposed. The dwelling is not highly visible from the street, and it is considered that an additional bedroom is unlikely to interrupt the status quo of the adjoining and surrounding properties.

Environmental and Sustainability Issues

The proposal design and siting are cognisant of the natural features on the site, importantly, maintaining a significant distance from Loddon River and vegetation. The proposed extension to the dwelling will not result in detriment to Loddon River, reiterating the significant setback from the watercourse exceeds 60 metres minimum. The proposed wastewater treatment and disposal system improves the quality of water discharged over the status quo and as such creates an environmental improvement compared to the existing circumstances.

The Bushfire Management Statement and Bushfire Management Plan address the extension to the dwelling, and the related area of the defendable space. The Bushfire Management Statement was referred to Country Fire Authority and consent was granted subject to conditions.

POLICY AND STATUTORY IMPLICATIONS

This application meets Council's obligations as Responsible Authority under the *Planning and Environment Act 1987*.

GOVERNANCE ISSUES

The implications of this report have been assessed in accordance with the requirements of the Victorian Charter of Human Rights and Responsibilities.

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications associated with this report.

FINANCIAL IMPLICATIONS

Any application determined by Council or under delegation of Council is subject to appeal rights and may incur costs at VCAT if appealed.

RISK IMPLICATIONS

No risks to Council other than those already identified.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The application has been advertised by sending notification of the proposal to adjoining and adjacent owners and a notice has been placed on the land. As a result, seven objections have been received. The issues raised in the objections are addressed individually as follows.

Development along the banks of the Loddon River

The dwelling is an existing building, and the addition of a bedroom is not considered a new use, but an extension of an existing use. There is existing development further upstream and downstream close to and near the Loddon River and these would have been subject to assessment under policies under the Hepburn Planning Scheme, *Water Act 1989*, and the *Planning and Environment Act 1987*.

Uncertainty of what is being applied for

The building works for the extension to the existing dwelling have commenced. The works have not been completed therefore the word 'retrospective' was not used for the preamble (description) in the development application.

The application does not involve approval for any other form of accommodation in any other building. It applies to the existing dwelling only.

Increase in septic effluent and human disturbance does not support Council's website statement which states it supports biodiversity and environmental protection

It is agreed that any development has the potential to threaten the regions biodiversity and environment, nevertheless development can be approved if in compliance with higher order environmental policies and any potential threat can be mitigated on the site. As an upgraded and more environmentally conscious septic treatment and disposal system is proposed as part of the works, this creates a better environmental outcome.

Land is in farming zone and granting a permit for a dwelling sets a precedence for tree changers proposing to develop farming land

This application is not assessing the use of the land for a dwelling as it exists on the land. There is no precedence being set around use in the farming zone via this application.

Concern the building is not designed to the new standards

The planning permit grants permission for the buildings and works but does not assess or make comment on the structural integrity or the construction standards required. This will be assessed under a separate building permit application should a planning permit be required.

Inconsistencies in the application i.e. the size, type and site of the existing septic tank

Any inconsistency will be addressed in the recommendations of the Land Capability Assessment report (septic system report) and permit conditions.

Glenlyon power supply intermittent and concern regarding pumping of effluent to the (uphill) septic system

LCA and Treatment systems compliance require that warning lights and/or backups are required to ensure that septic systems operate at times of intermittent or complete power failure on the site. It should be noted that treated water is only periodically pumped to the subsurface irrigation system when the pump well reaches the set fill level. As such limited periods without power can be tolerated.

With recent flooding of properties and climate change there is risk of environmental damage

Human habitation already exists within the locale, including at this property. The new septic treatment system can better deal with flooding events in terms of treatment.

No Land Capability Assessment report (LCA)

A LCA has now been provided by the applicant as additional information requested by Council early on in the process of assessment. This was referred to GMW for comment as a determining referral authority. GMW assessed the LCA and provided their consent, subject to conditions.

Concern that the site is unsuitable for a dwelling due to the property being below the minimum area (20ha) for which no permit is required to use land for a dwelling.

This application is not assessing the use of the land for a dwelling as it exists on the land and therefore the minimum lot size as it relates to 'dwellings' does not apply.

CONCLUSION

The proposed alterations and additions to an existing dwelling are considered to provide an acceptable outcome on the land and generally comply with all relevant planning policies and considerations. It is therefore recommended a notice of decision to grant a permit be issued subject to conditions.

**Regional
Planning &
Design Pty Ltd**

Sam Thompson
Director
BApp Sci (Hons)
Landscape Architecture RMIT 1986



BUSHFIRE MANAGEMENT STATEMENT



**Prepared by Regional Planning &
Design Pty Ltd**
13 Bridport Sytreet Daylesford 3460
Phone 0447 073 109
s.thompsondesin@bigpond.com

48 Suttons Lane Glenlyon
Ref No. 22.319

Disclaimer

This report has been made with careful consideration and with the best information available to Regional Planning and Design Pty Ltd at the time of writing. Before relying on information in this report, users should evaluate the accuracy, completeness and relevance of the information provided for their purposes. Regional Planning and Design Pty Ltd do not guarantee that it is without flaw or omission of any kind and therefore disclaim all liability for any error, loss or other consequence that may arise from you relying on any information in this report.

Requirements detailed in this document do not guarantee survival of the buildings or the occupants. The client is strongly encouraged to develop and practice a bushfire survival plan.

Information and assistance including a template for a Bushfire Survival Plan is provided as part of the 'Fire Ready Kit' available through the CFA website at <http://www.cfa.vic.gov.au> or through your local CFA Regional office.

Version Control

Report Version	Description	Date Completed	Issued to
A	Draft issued to client	1/10/2022	Client
B	Issued as a final version	8/10/2022	Client

1 SUMMARY

Summary	
Date of site visit:	30/9/2022
Summary of proposal	Complete the construction of an extension to an existing dwelling
Broad landscape setting (Technical Guide Planning Permit Applications – Bushfire Management Overlay)	3
Access requirements can be met	Yes, the dwelling is located within 100 metres of the road and the driveway passes through managed land
Water supply requirements	10 000 litre tank with CFA fittings and access
Defendable Space requirements can be met	Column C (BAL 29) within property boundaries
Proposed BAL construction level	BAL 29
Is native vegetation removal required:	Yes exempt under Clause 52.12-5 (See Appendix 4)

2 INTRODUCTION

This Bushfire Management Statement (BMS) has been prepared to enable Garry Eyles to respond to the requirements of Clause 44.06 *Bushfire Management Overlay* (known from this point on as Clause 44.06), and associated Clause 53.02 *Bushfire Protection: Planning Requirements* (known from this point on as Clause 53.02) for the partly constructed extension to a dwelling 48 Suttons Lane, Glenlyon.

Methodology

Clause 53.02 -2 applies to this application as the land is zoned farming

The BMS is in two parts

Part 1 Site description , hazard assessment and locality description

Part 2 A Bushfire Management Statement describing how the proposed development responds to the requirements in Clause 53.02 and 44.06.

3 ZONING AND OVERLAYS

Clause Number	Name
32.03	Farming Zone
13.02-1S	Bushfire planning strategies and principles
44.06	Bushfire Management Overlay
53.02	Planning for Bushfire
52.12-5	Bushfire Protection: Exemptions
42.01	Environmental Significance Overlay (ESO1, ESO2)

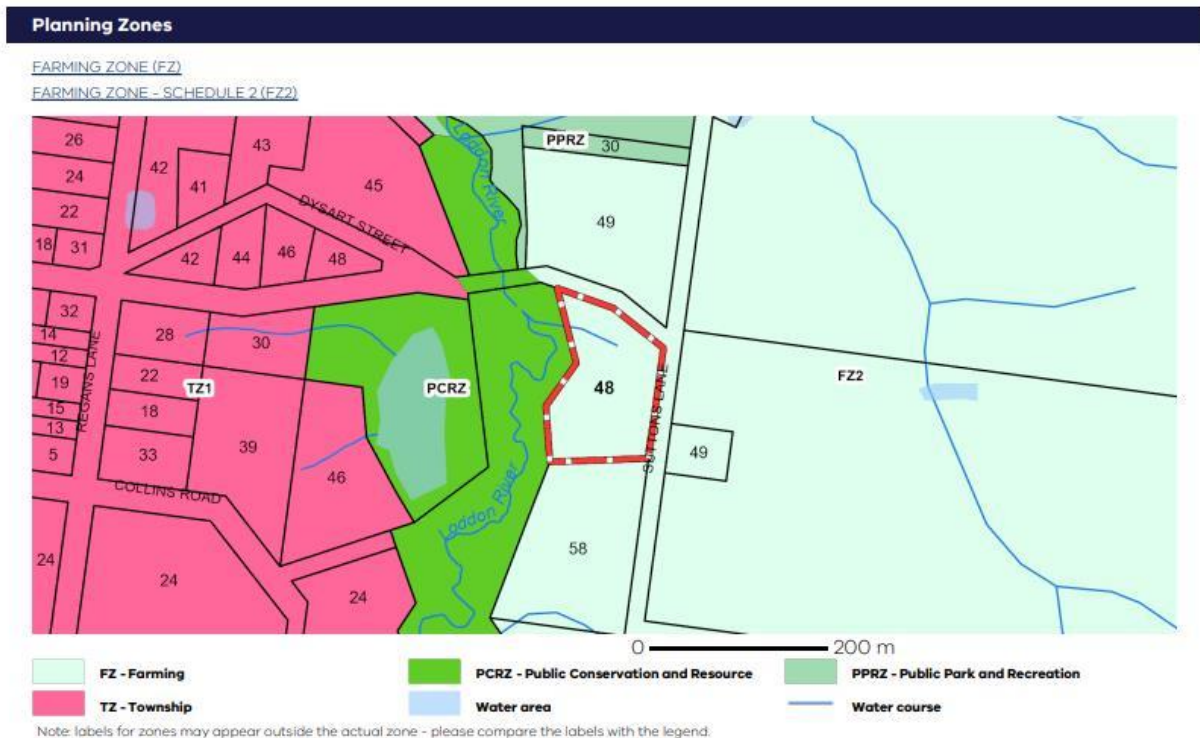


FIGURE 1 ZONING

4 LOCATION

The site is located approximately 1 kilometre to the south east of the Glenlyon Store, 12 kilometres to the north east of Daylesford.

There are areas of grassland, woodland and forest to the north, north west and south west of the site which will be discussed further in Section 9 of this report

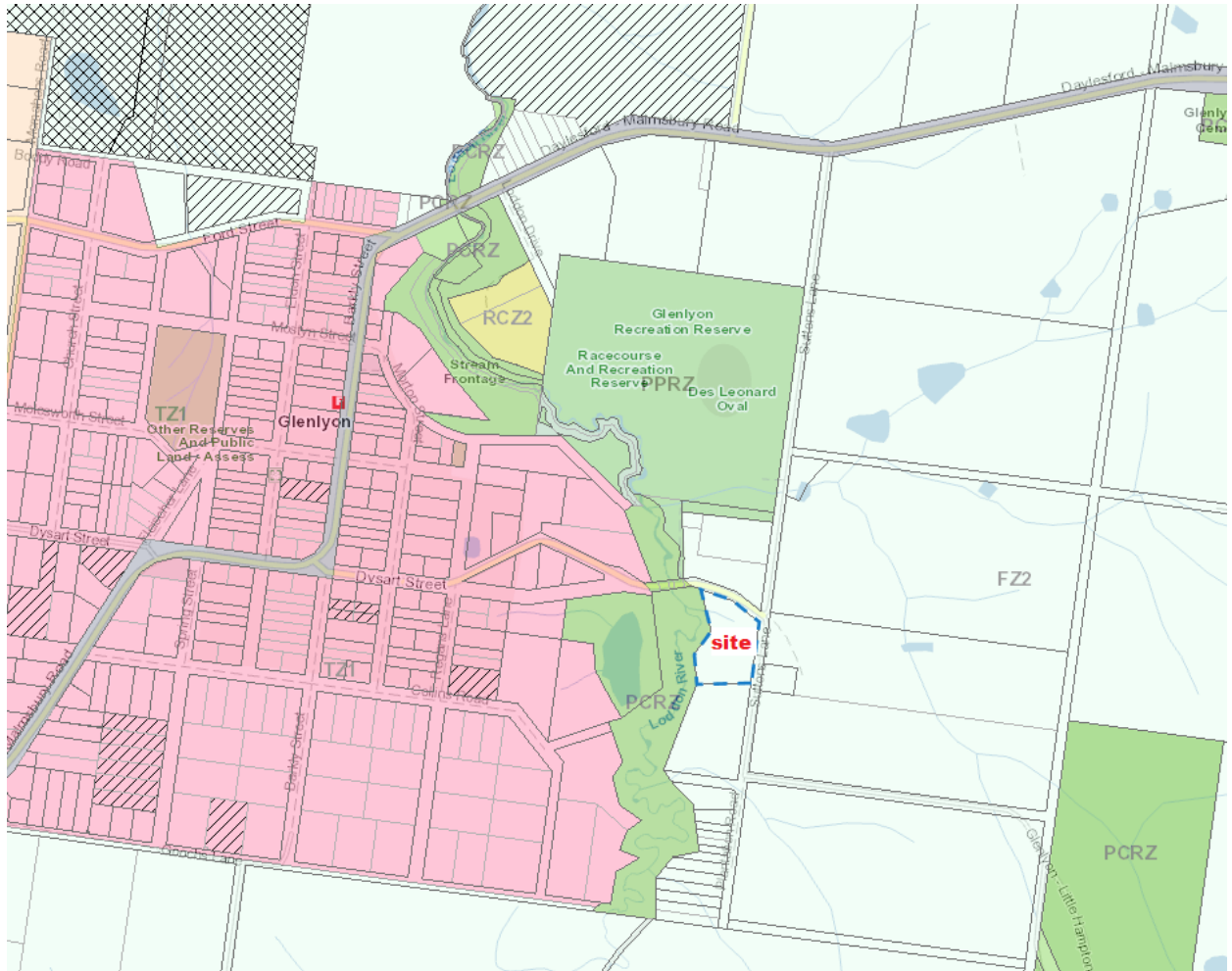


FIGURE 2 LOCATION

5 SITE DESCRIPTION

Site shape, dimensions, size , existing use and buildings and works	
The shape of the site is:	Irregular
The site has a total area of:	1.81 hectares
The current use of the site is	Rural living
Existing buildings and works	One dwelling (photos 1 and 2) and sheds (photo 3)
Site topography	The north eastern part of the site is elevated. Land slopes gently to the south west and east at 1 to 2 degree gradients towards the gully on the south west boundary (
Site vegetation	There is grassland in the north western and south western parts of the site and forest with a managed understory on the edges of the lot (photos 4 to 7)

Site photos



Photo 1 Looking south west to the dwelling in the central part of the site

Site photos



Photo 2 Looking south east to the existing dwelling



Photo 3 Looking south towards the existing outbuildings

House Site photos



Photo 4 Looking west from the house site area



Photo 5 Looking south from house site area

House Site photos



Photo 6 Looking south across grassland to the north of the house site area



Photo 7 Looking east through woodland in the eastern part of the site



FIGURE 3 EXISTING CONDITIONS AIR PHOTO

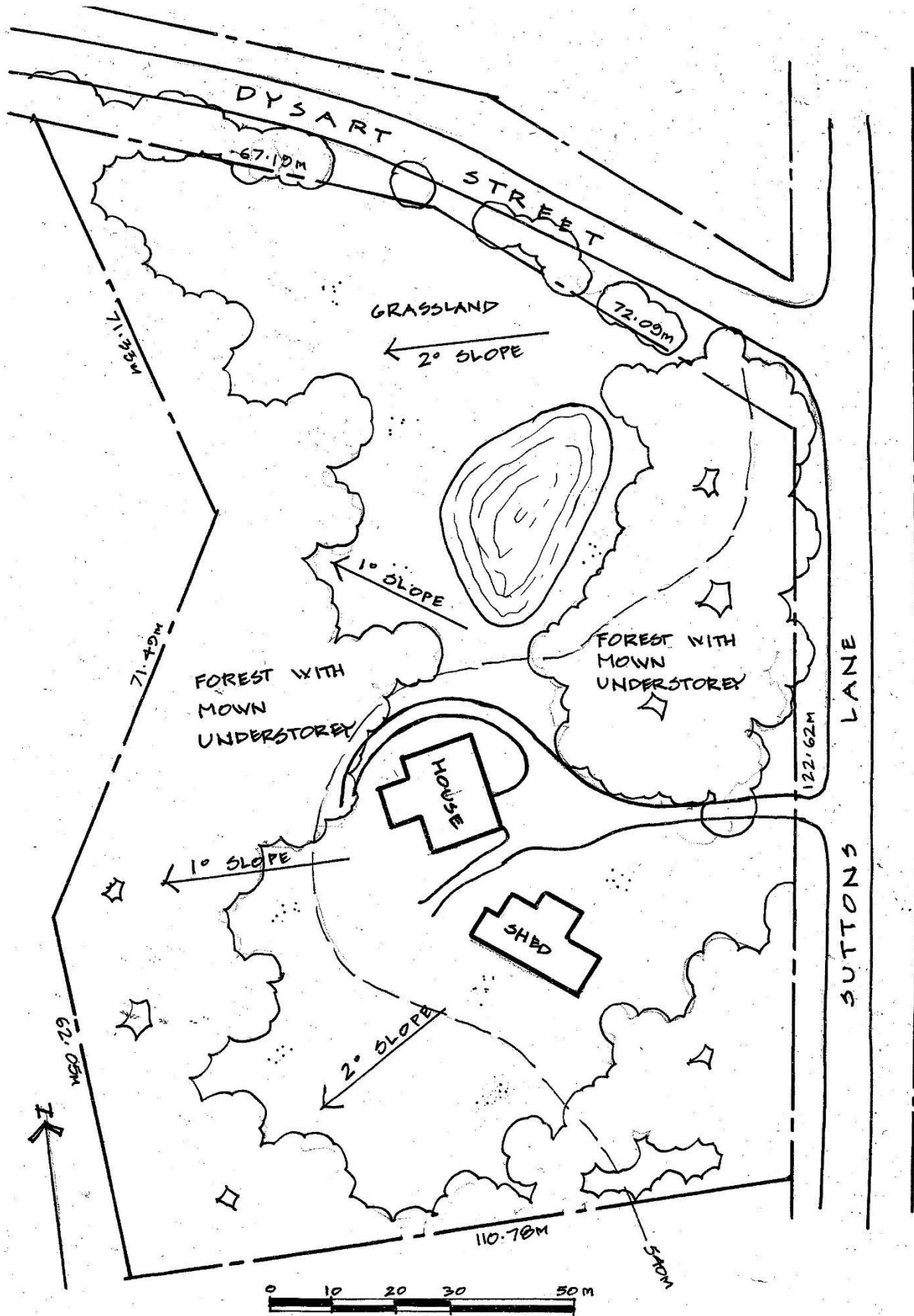


FIGURE 4 EXISTING CONDITIONS PLAN

6 ACCESS

The vehicle access is from Suttons Lane on the eastern boundary (photo 8). This joins the Dysart Street to the north (photo 9), providing access to the town centre of Glenlyon where there is a Neighbourhood Safer Place.

Access Photos



Photo 8 Looking north along Suttons Lane near site entry



Photo 9 Looking west along Dysart Street on the north boundary

7 BUSHFIRE HAZARD SITE ASSESSMENT

As shown in Figure 5 there is a mix of forest, woodland and grassland in the 150 metre assessment area . Beyond the site boundaries there is woodland and grassland to the north (photos 6 and 11) east and south (photos 10 and 12). There is forest the south east and west of the site (photos 13, 15 and 17). Beyond forest to the west is woodland and grassland around the Glenlyon Reservoir (photo 16).



FIGURE 5 150 m ASSESSMENT PLAN

Surrounding Landscape Photos



Photo 10 Looking north across grassland to the north of the site beyond Dysart Street



Photo 11 Looking north east across a dwelling in modified vegetation and woodland to the east of the site beyond Suttons Lane

Surrounding Landscape Photos



Photo 12 Looking east across woodland and grassland towards a dwelling to the south of the site



Photo 13 Looking south through pine forest to the south west of the site

Surrounding Landscape Photos



Photo 14 Looking east across woodland and grassland towards a dwelling to the south of the site



Photo 15 Looking south through forest to the west of the site

Surrounding Landscape Photos



Photo 16 Looking south across woodland and grassland towards a forest to the west of the site beyond forest in the creek line



Photo 17 Looking south east through forest to the south east of the site beyond Suttons Lane

8 BUSHFIRE HAZARD LANDSCAPE ASSESSMENT

The surrounding landscape corresponds to Broader Landscape Type 3 as assessed in accordance with the *Technical Guide ,Planning Permit Applications – Bushfire Management Overlay* (DTPLI, 2017). The terrain is gently sloping with areas of forest woodland and grassland to the north west, and south west of the site. On a broad landscape scale this increases the fire risk to the site as on high fire danger days there are often strong northerly winds followed by a strong south west change which can turn the east flank of a fire approaching from the north west into a long fire front. There is the potential for long runs of fire (more than 3 kilometres) from the north west through forest, woodland and grassland and a 1 to 2 kilometre run through grassland and forest to the south west to affect the site. The fragmentation of vegetation will help reduce the intensity of any approaching fire.

The areas of forest and woodland to the east of the site are less likely to form part of a long rapidly moving fire as winds from the east are not generally experienced on high fire danger days in Central Victoria . A spot fire could start to the east of the site and burn slowly towards the site so it is important to also establish and maintain defendable space in this direction.

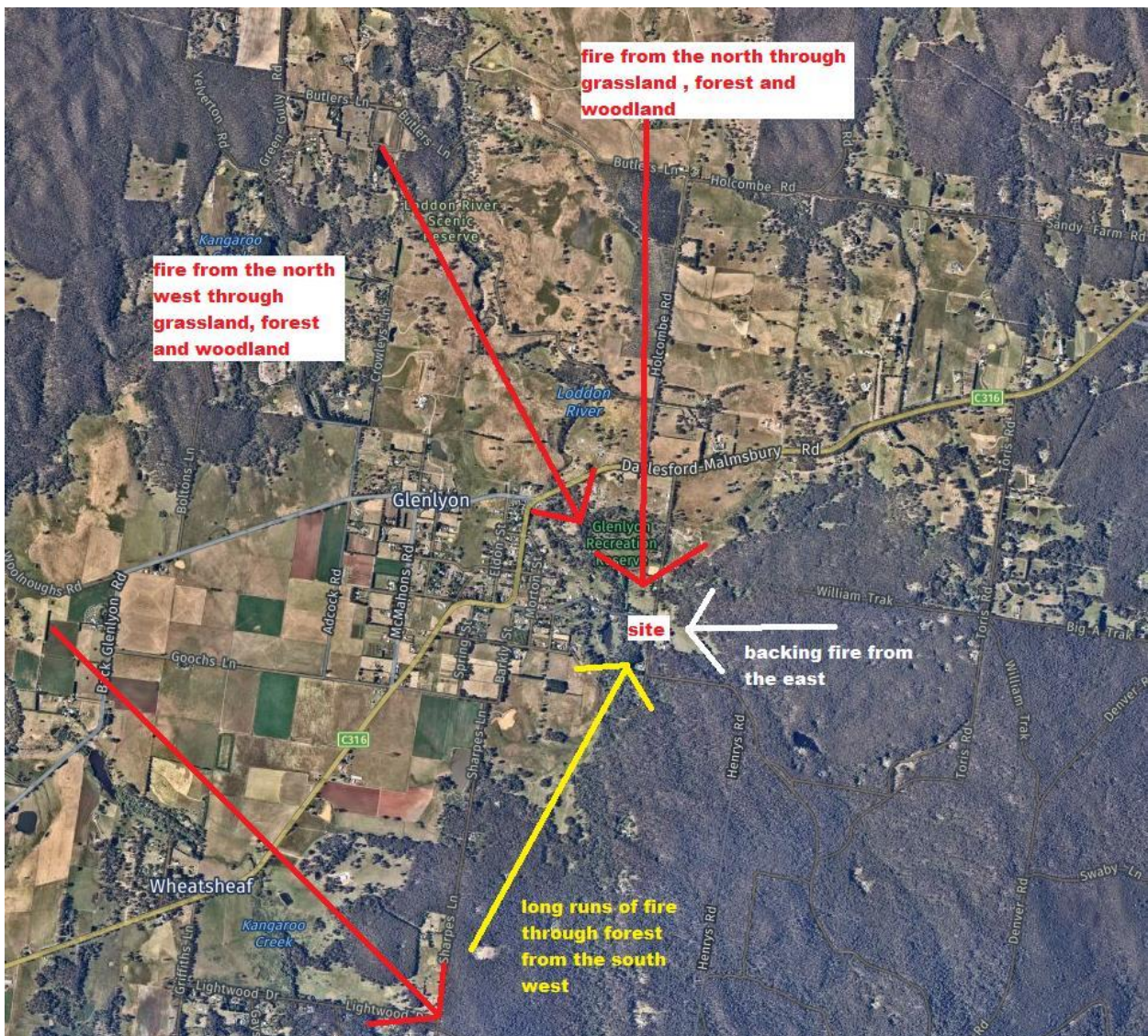


FIGURE 6 BUSHFIRE CONTEXT PLAN

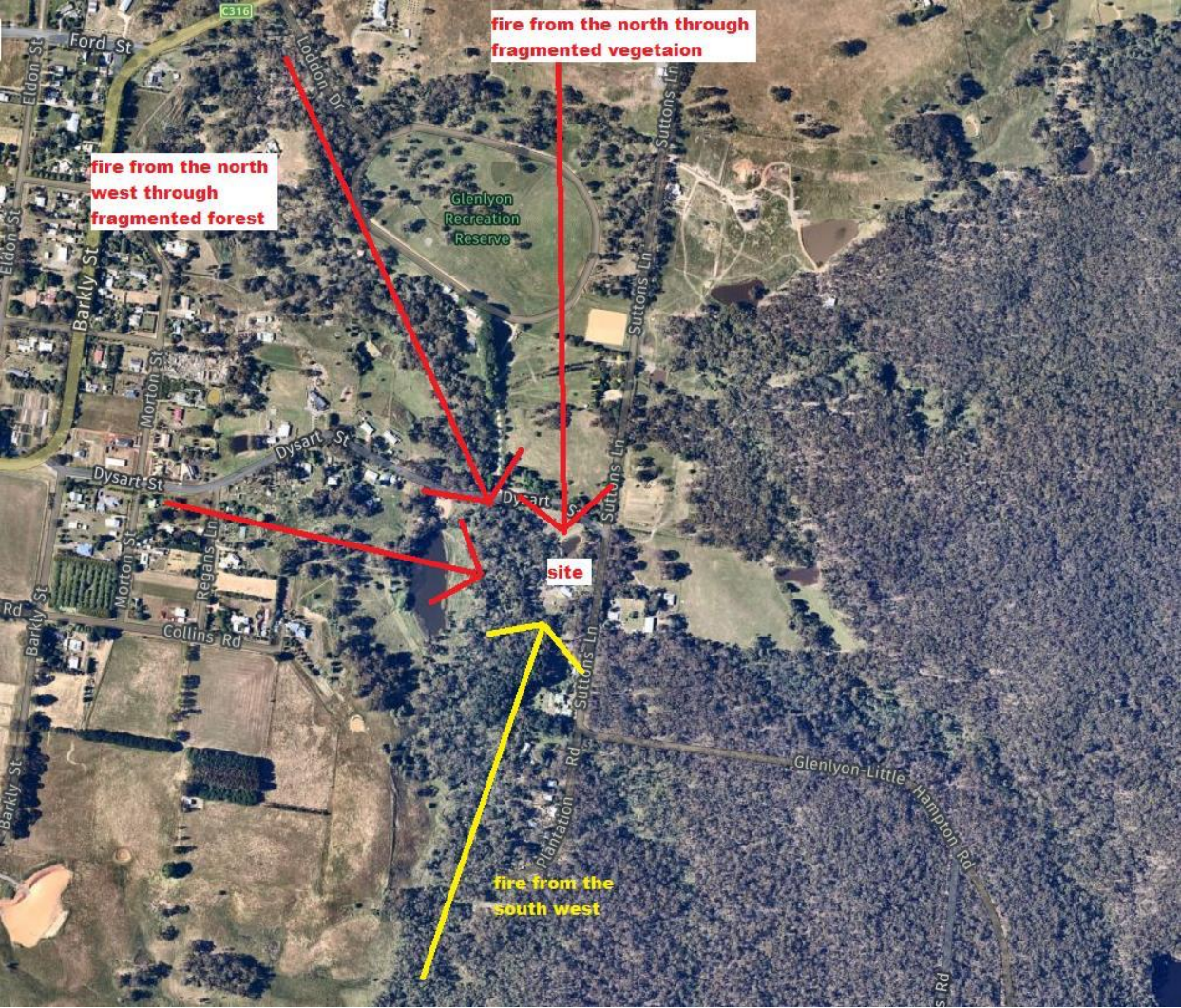


FIGURE 7 BUSHFIRE LOCAL CONTEXT PLAN



FIGURE 8 BUSHFIRE NEIGHBOURHOOD CONTEXT PLAN

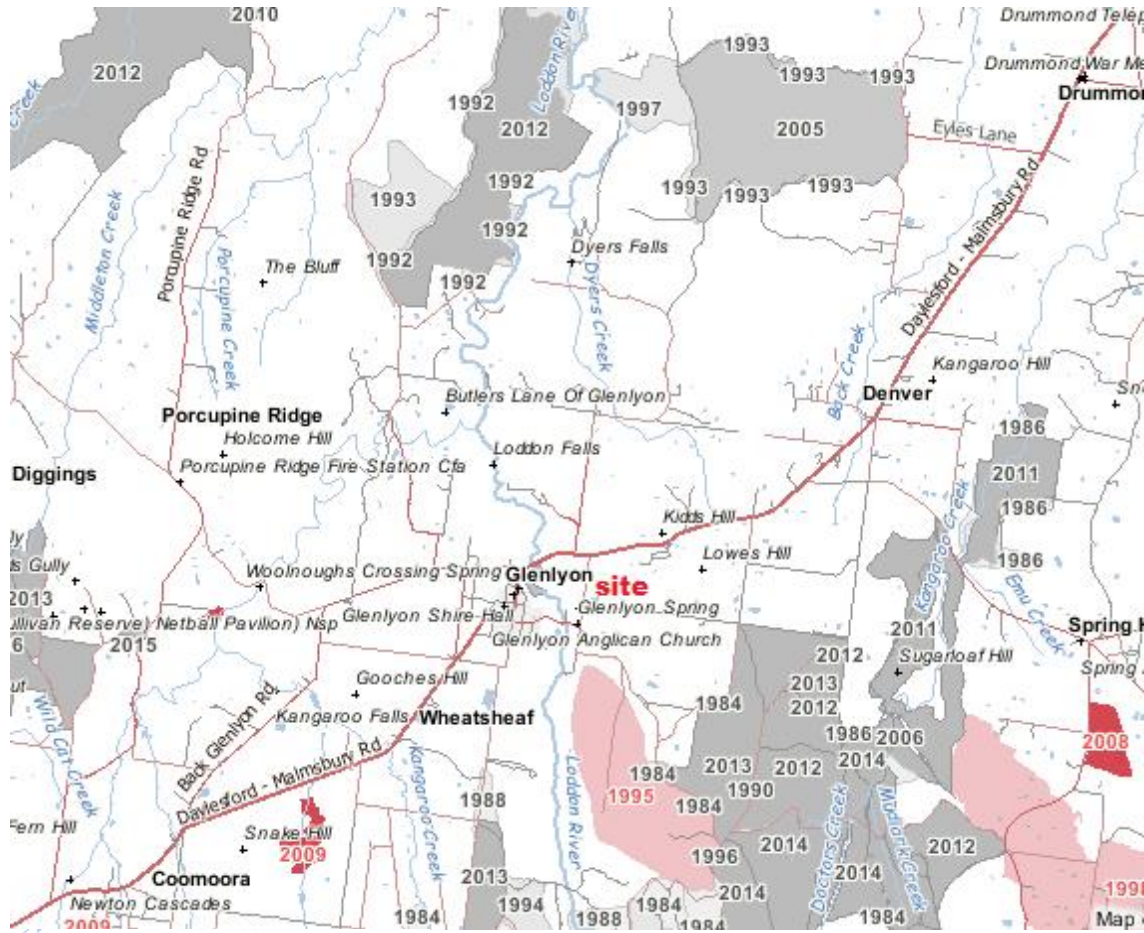


FIGURE 9 BUSHFIRE HISTORY MAP

The Fire History Map above shows there have been some significant fires around the site with large fires to the south in 1995 and 1997. There have been fuel reduction burns on public land in the area since 2005 which will help reduce the risk to the site. Some forest on public land around the site is designated as Bushfire Moderation and Landscape Management Zones as part of the Fire Operations Plan which aims to manage the fuel load and reduce the fire risk (See Figure 10 on the following page)

In summary, the site is vulnerable to fire with extensive areas of forest to the south. This needs to be considered managing the site, maximizing defensible space within property boundaries which will help reduce the fire risk.






Legend

Strategic Fuel Breaks

-  2021-22 Non Burning Treatment - Strategic Fuel Breaks
-  2022-24 Non Burning Treatment - Strategic Fuel Breaks
-  2021-24 Non Burning Treatment - Other Mechanical Treatments

Planned Burns

-  2021-2022
-  2022-2023
-  2023-2024

Fire Management Zones

-  1 - Asset Protection Zone
-  2 - Bushfire Moderation Zone
-  3 - Landscape Management Zone
-  4 - Planned Burn Exclusion Zone
-  Fire History
-  CFA District Boundaries
-  DELWP District Boundaries

FIGURE 10 LAND MANAGEMENT ZONES

9 DESCRIPTION OF THE DEVELOPMENT

The proposal is to complete the construction of an extension to an existing dwelling in the central part of the site. Defendable space has been calculated based on forest on a 0 to 5 degree downslope in all directions BAL 29 defendable space and construction standards are proposed.

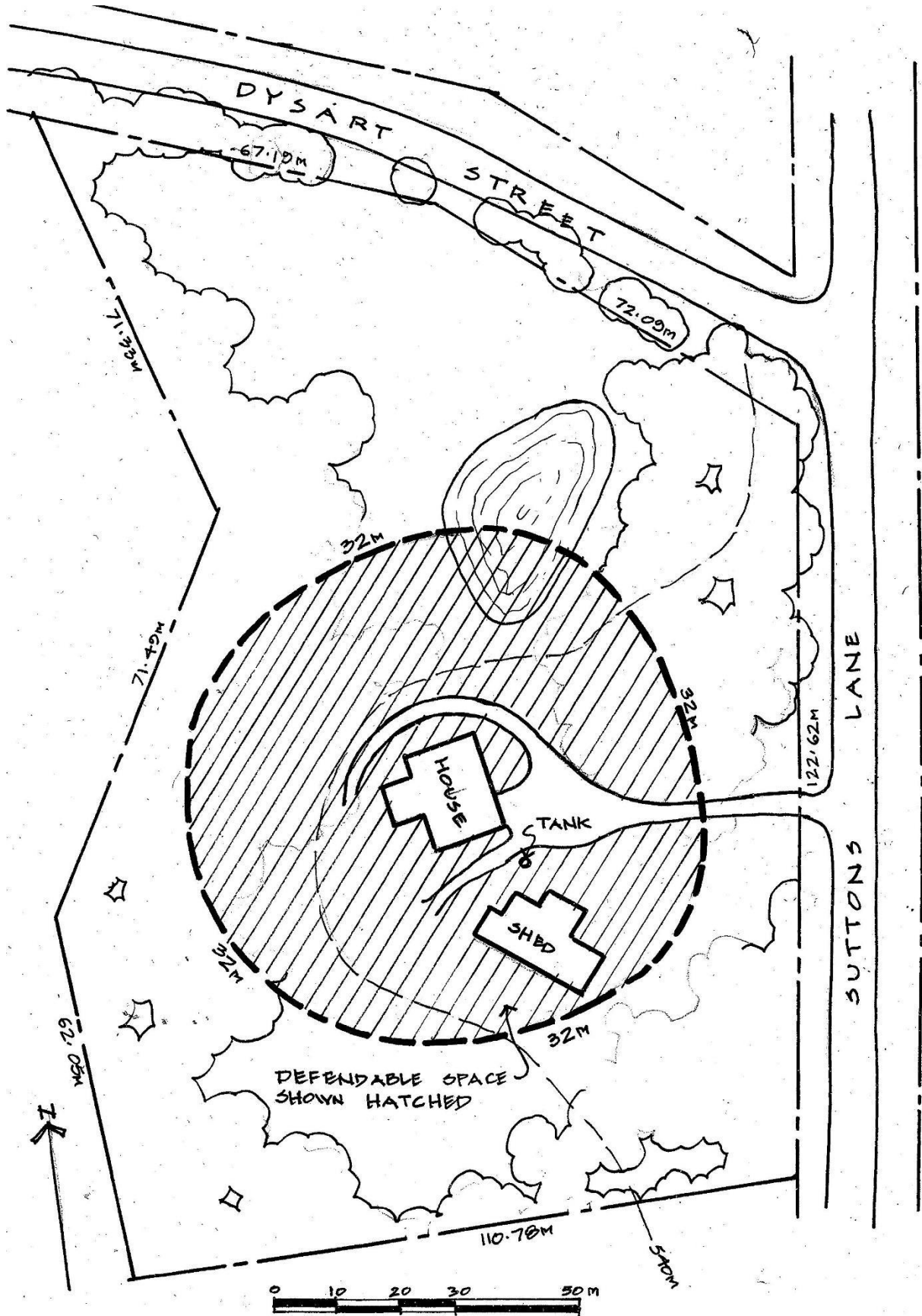


FIGURE 9 DEFENDABLE SPACE, ACCESS AND WATER SUPPLY PLAN

SCHEDULE OF BUSHFIRE PROTECTION MEASURES

Defendable space

The area of defendable space, shown hatched on Figure 9 on the previous page for a distance of 32 m around the dwelling is where vegetation (and other flammable materials) will be modified and managed in accordance with the following requirements:

- Grass must be short cropped and maintained during the declared fire danger period.
- All leaves and vegetation debris must be removed at regular intervals during the declared fire danger period.
- Within 10 metres of a building, flammable objects must not be located close to the vulnerable parts of the building.
- Plants greater than 10 centimetres in height must not be placed within 3m of a window or glass feature of the building.
- Shrubs must not be located under the canopy of trees.
- Individual and clumps of shrubs must not exceed 5 sq. metres in area and must be separated by at least 5 metres.
- Trees must not overhang or touch any elements of the building.
- The canopy of trees must be separated by at least 5 metres.
- There must be a clearance of at least 2 metres between the lowest tree branches and ground level.

Construction standards

The house extension will be designed and constructed a minimum Bushfire Attack Level of (BAL) 29.

Water supply

A tank on site will hold 10 000 litres of effective water supply for fire fighting purposes which meets the following requirements:

- Is stored in an above ground water tank constructed of concrete or metal.
- All fixed above-ground water pipes and fittings required for fire fighting purposes must be made of corrosive resistant metal.
- Include a separate outlet for occupant use

The water supply must also

- Incorporate a ball or gate valve (British Standard Pipe (BSP) 65mm) and coupling (64 mm CFA 3 thread per inch male fitting).
- The outlet/s of the water tank must be within 4m of the access way and 60m of all parts of the building and be unobstructed.
- Be readily identifiable from the building or appropriate identification signage to the satisfaction of CFA must be provided.
- Any pipework and fittings must be a minimum of 65 mm (excluding the CFA coupling).

Access

The driveway shown on the plan will provide access for trucks for fire fighting purposes which meets the following requirements:

- Be of all weather construction with a load limit of at least 15 tonnes
- Curves must have a minimum inner radius of 10m.
- The average grade must be no more than 1 in 7 (14.4 per cent) (8.1 degrees) with a maximum of no more than 1 in 5 (20 per cent) (11.3 degrees) for no more than 50m.
- Have a minimum trafficable width of 3.5m of all weather construction.
- Be clear of encroachments for at least 0.5m on each side and 4m above the access way.
- Dips must have no more than a 1 in 8 (12.5 per cent) (7.1 degrees) entry and exit angle.

10 BUSHFIRE MANAGEMENT STATEMENT

Clause 53.02 contains a range of sub clauses with objectives, approved measures (AM), alternative measures (AltM) and decision guidelines. The table below details which clauses are relevant to this application. The following section demonstrates how the requirements have been met for the relevant standards.

Relevant clauses and measures applicable to the proposed development.

Clause	Approved Measure	Achieved / Applicable	Justification
Clause 53.02 -3 – Dwellings in existing settlements – Bushfire protection objective	AM 1.1	Not Applicable	This site is zoned farming so not applicable.
	AM 1.2	Not Applicable	
	AM 1.3	Not Applicable	
Clause 53.02 -4.1 Landscape, siting and design objectives	AM 2.1	Applicable	This development addresses this clause.
	AM 2.2	Applicable	
	AM 2.3	Applicable	
Clause 53.02 -4.2 Defendable space and construction objectives	AM 3.1	Not Applicable	This development addresses this clause.
	AM 3.2	Not Applicable	The proposal is for a dwelling
	AltM 3.3	Not Applicable	Defendable space contained within property boundaries
	AltM 3.4	Not Applicable	
	AltM 3.5	Not Applicable	
	AltM 3.6	Not Applicable	Defendable space contained within property boundaries
Clause 53.02 -4.3 Water supply and access objectives	AM 4.1	Applicable	The proposal satisfies this clause
	AM 4.2	Not Applicable	
Clause 53.02 -4.4 Subdivision objectives	AM 5.1	Not Applicable	This proposal is for a dwelling so N A
	AM 5.2	Not Applicable	
	AM 5.3	Not Applicable	
	AM 5.4	Not Applicable	
	AM 5.5	Not Applicable	

53.02 -4.1 Landscape, siting and design objectives

Development is appropriate having regard to the nature of the bushfire risk arising from the surrounding landscape.

Development is sited to minimise the risk from bushfire.

Development is sited to provide safe access for vehicles, including emergency vehicles.

Building design minimises vulnerability to bushfire attack.

Approved Measure	Requirement
AM 2.1	<p>The bushfire risk to the development from the landscape beyond the site can be mitigated to an acceptable level.</p> <p>Response:</p> <p>The site is located to the north east of the Wombat State Forest with forest, woodland and grassland to the north, west and south west and east There is managed land to the north and west of the site which reduces the fire risk.</p> <p>The site has good access to open township of Glenlyon to the north west which would be easy to retreat to following the passing of a fire front</p> <p>The site meets the defensible space requirements for a BAL 29 as per the Method 1 assessment of AS 3959-2018 within the property boundaries. BAL 29 construction standards are proposed.</p>
AM 2.2	<p>A building is sited to ensure the site best achieves the following:</p> <ul style="list-style-type: none"> • The maximum separation distance between the building and the bushfire hazard. • The building is in close proximity to a public road. • Access can be provided to the building for emergency service vehicles. <p>Response:</p> <p>The development is sited to achieve BAL 29 defensible space, siting the house on elevated land close to Suttons Lane.</p> <p>The house is located some 60 metres from a public road. The land between the house site and road is managed</p> <p>Access requirements can be met. A track will provide truck access to the house site in accordance with Table 5, appendix 3</p>
AM 2.3	<p>A building is designed to be responsive to the landscape risk and reduce the impact of bushfire on the building.</p> <p>Response:</p> <p>The building extension will be required to meet a BAL of 29. The construction requirements minimise the ability for ember penetration and radiant heat exposure to compromise the building integrity.</p>

53.02 -4.2 Defendable space and construction objective

Defendable space and building construction mitigate the effect of flame contact, radiant heat and embers on buildings.

Approved Measure	Requirement
AM 3.1	<p>A building used for a dwelling (including an extension or alteration to a dwelling), a dependant person’s unit, industry, office or retail premises is provided with defendable space in accordance with:</p> <ul style="list-style-type: none"> • Column A, B or C of Table 2 to Clause 53.02 -5 wholly within the title boundaries of the land; or • If there are significant siting constraints, Column D of Table 2 to Clause 53.02 -5. <p>The building is constructed to the bushfire attack level that corresponds to the defendable space provided in accordance with Table 2 to Clause 53.02 -5.</p> <p>Response:</p> <p>The house has been sited to achieve BAL 29 defendable space (in accordance with column C of Table 2 to Clause 53.02-5). These have been based on the hazard of forest on a 0 to 5 degree slope (32 metres).</p> <p>The owner is well aware of the fire risk and has two fire pumps and sets up a roof sprinkler system each summer. He waters grass over summer to reduce the overall flammability of vegetation around his house</p>

10.1.1 53.02 -2.3 Water supply and access objectives

A static water supply is provided to assist in protecting property.

Vehicle access is designed and constructed to enhance safety in the event of a bushfire.

Approved Measure	Requirement
AM 4.1	<p>A building used for a dwelling (including an extension or alteration to a dwelling), a dependant person’s unit, industry, office or retail premises is provided with:</p> <ul style="list-style-type: none"> • A static water supply for fire fighting and property protection purposes specified in Table 4 to Clause 53.02 -5. • Vehicle access that is designed and constructed as specified in Table 5 to Clause 53.02 -5. <p>The water supply may be in the same tank as other water supplies provided that a separate outlet is reserved for fire fighting water supplies.</p> <p>Response:</p> <p>A static water supply will be provided with a fire resistant tank which has a CFA compatible outlet positioned so that a fire truck can drive to within 4 metres of the outlet. 10 000 litres will always be retained within the tank for fire fighting purposes.</p> <p>Access requirements can be met. A 3.5 metre wide track capable of carrying a 15 ton truck with 4m vertical and 4.5m horizontal clearance will be provided. As the driveway is less than 100 metres a passing bay and turning are not required in accordance with Table 5 of Clause 53.02 .</p> <p>.</p> <p>(See Table 5, Appendix 3)</p>

11 CONCLUSION

53.02 -4.5 Decision guidelines

The proposed development meets the decision guidelines as follows:

The State Planning Policy Framework (SPPF) outlines the broad framework for bushfire protection policy and provisions in the planning scheme. The following policy is included in this;

Clause 13.02-1 S Bushfire planning

Objective

To strengthen the resilience of settlements and communities to bushfire through risk-based planning that prioritises the protection of human life.

Strategies

Protection of human life

Give priority to the protection of human life by:

Prioritising the protection of human life over all other policy considerations.

Directing population growth and development to low risk locations and ensuring the availability of, and safe access to, areas where human life can be better protected from the effects of bushfire.

Reducing the vulnerability of communities to bushfire through the consideration of bushfire risk in decision making at all stages of the planning process

This proposal has been prepared having regard for this over arching policy

The bushfire hazard landscape and site assessment, and bushfire management statement submitted with the application meets the objectives of Clause 53.02.

Land surrounding the site is a mix of forest, woodland, managed farmland, grassland and modified vegetation. The proper establishment and maintenance of defensible space on site will reduce the overall bushfire risk.

The proposed measures can be practically implemented and maintained in conjunction with the ongoing use of the land for farming purposes.

12 REFERENCES

CFA (2014). *Vegetation Classes: Victorian Bushfire Management Overlay*. Country Fire Authority, Burwood East, Victoria.

CFA (2011). *Landscaping for Bushfire: Garden design and plant selection*. Country Fire Authority, Burwood East, Victoria.

CFA (2012). *FSG LUP 0002 Requirements for water supply and access in the Bushfire Management Overlay (BMO)*. Country Fire Authority, Burwood East, Victoria.

Standards Australia (2009). *AS 39359-2009 Construction of Buildings in Bushfire Prone Areas*. Standards Australia, North Sydney, New South Wales.

DELWP (2017) *Planning Permit Applications – Bushfire Management Overlay Technical Guide* Department of Environment, Land, Water and Planning

DELWP (2018) *Clause 13.02-1S Bushfire planning* Department of Environment, Land, Water and Planning

http://planning-schemes.delwp.vic.gov.au/schemes/vpps/13_02-1S.pdf

DELWP (2018) *Clause 44.06 Bushfire Management Overlay* Department of Environment, Land, Water and Planning

http://planning-schemes.delwp.vic.gov.au/schemes/vpps/44_06.pdf

DELWP (2018) *Clause 53.02 Bushfire Planning* Department of Environment, Land, Water and Planning

http://planning-schemes.delwp.vic.gov.au/schemes/vpps/53_02.pdf

DELWP (2018) *Clause 52.12 Bushfire Protection Exemptions*. Department of Environment, Land, Water and Planning

http://planning-schemes.delwp.vic.gov.au/schemes/vpps/52_12.pdf

DELWP (2018) *Bushfire Fuel and Risk Management*

<https://www.ffm.vic.gov.au/bushfire-fuel-and-risk-management/joint-fuel-management-program>

Nearmap

<http://maps.au.nearmap.com>

APPENDIX 1– BUSHFIRE SITE ASSESSMENT

	North west	South	East	West
Vegetation Type	Forest	Forest	Forest	Forest
Distance from the house site boundary to vegetation	12	45	16	6
The effective slope under the vegetation	0 - 5	0 - 5	Up	0 - 5
The width of required defendable space	32m	32m	32m	32m
BAL	29	29	29	29

APPENDIX 2 DEFENDABLE SPACE CHECKLIST FOR SITE
(TABLE 6, CLAUSE 53.02 -3)

Requirement	Compliance	Comment	Is a permit required to remove vegetation
All leaves and vegetation debris must be removed at regular intervals during the declared fire danger period.	No	Leaf litter to be removed	No
Grass must be short cropped and maintained during the declared fire danger period.	No	Grass to be cut	No
Within 10 metres of a building, flammable objects must not be located close to the vulnerable parts of the building.	Yes		No
Plants greater than 10 centimetres in height must not be placed within 3m of a window or glass feature of the building.	Yes		No
Shrubs must not be located under the canopy of trees.	No	Shrubs to be removed	No
Individual and clumps of shrubs must not exceed 5 sq. metres in area and must be separated by at least 5 metres.	No	Shrubs to be removed	No
Trees must not overhang or touch any elements of the building.	No	Trees to be removed	No
The canopy of trees must be separated by at least 5 metres.	No	Trees to be removed	No
There must be a clearance of at least 2 metres between the lowest tree branches and ground level.	No	Trees to be removed	No

APPENDIX 3 ACCESS AND WATER SUPPLY REQUIREMENTS

Table 4 Water supply requirements**Capacity, fittings and access**

Lot sizes (square meters)	Hydrant available	Capacity (litres)	Fire authority fittings and access required
Less than 500	Not applicable	2,500	No
500-1,000	Yes	5,000	No
500-1,000	No	10,000	Yes
1,001 and above	Not applicable	10,000	Yes

Note 1: A hydrant is available if it is located within 120 metres of the rear of the building

Fire Authority requirements

Unless otherwise agreed in writing by the relevant fire authority, the water supply must:

- Be stored in an above ground water tank constructed of concrete or metal.
- Have all fixed above ground water pipes and fittings required for firefighting purposes made of corrosive resistant metal.
- Include a separate outlet for occupant use.

Where a 10,000 litre water supply is required, fire authority fittings and access must be provided as follows:

- Be readily identifiable from the building or appropriate identification signage to the satisfaction of the relevant fire authority.
- Be located within 60 metres of the outer edge of the approved building.
- The outlet/s of the water tank must be within 4 metres of the accessway and unobstructed.
- Incorporate a separate ball or gate valve (British Standard Pipe (BSP 65 millimetre) and coupling (64 millimetre CFA 3 thread per inch male fitting).
- Any pipework and fittings must be a minimum of 65 millimetres (excluding the CFA coupling).

Table 5 Vehicle access design and construction

Vehicle access (or part thereof) of a length specified in Column A implements the design and construction requirements specified in Column B.

Column A	Column B
Length of access is less than 30 metres	There are no design and construction requirements if fire authority access to the water supply is not required under AM4.1 .
Length of access is less than 30 metres	Where fire authority access to the water supply is required under AM4.1 fire authority vehicles should be able to get within 4 metres of the water supply outlet.
Length of access is greater than 30 metres	The following design and construction requirements apply: <ul style="list-style-type: none"> ▪ All-weather construction. ▪ A load limit of at least 15 tonnes. ▪ Provide a minimum trafficable width of 3.5 metres. ▪ Be clear of encroachments for at least 0.5 metres on each side and at least 4 metres vertically. ▪ Curves must have a minimum inner radius of 10 metres. ▪ The average grade must be no more than 1 in 7 (14.4%) (8.1°) with a maximum grade of no more
	<ul style="list-style-type: none"> than 1 in 5 (20%) (11.3°) for no more than 50 metres. ▪ Dips must have no more than a 1 in 8 (12.5 per cent) (7.1 degrees) entry and exit angle.
Length of access is greater than 100 metres	A turning area for fire fighting vehicles must be provided close to the building by one of the following: <ul style="list-style-type: none"> ▪ A turning circle with a minimum radius of eight metres. ▪ A driveway encircling the dwelling. ▪ The provision of other vehicle turning heads – such as a T or Y head – which meet the specification of Austroad Design for an 8.8 metre Service Vehicle.
Length of access is greater than 200 metres	<ul style="list-style-type: none"> ▪ Passing bays must be provided at least every 200 metres. ▪ Passing bays must be a minimum of 20 metres long with a minimum trafficable width of 6 metres.

Note 1: The length of access should be measured from a public road to either the building or the water supply outlet, whichever is longer.

APPENDIX 4 NATIVE VEGETATION REMOVAL

Offset requirements

Under Clause 52.12-5 the application is exempt from the requirement to apply for and off set the native vegetation as the removal is required to create defensible space as shown below

Clause 52.12-5 Exemption to create defensible space for a dwelling approved under Clause 44.06 of this planning scheme

Any requirement of a planning permit, including any condition, which has the effect of prohibiting the removal, destruction or lopping of vegetation, or any requirement of this planning scheme to obtain a planning permit, or any provision of this planning scheme that prohibits the removal, destruction or lopping of vegetation or requires the removal, destruction or lopping of vegetation to be carried out in a particular manner, does not apply to the removal, destruction or lopping of vegetation to create a defensible space around a dwelling if all of the following requirements are met:

- Land is in the Bushfire Management Overlay.*
- Land is in the General Residential Zone, Residential Growth Zone, Neighbourhood Residential Zone, Urban Growth Zone, Low Density Residential Zone, Township Zone, Rural Living Zone, **Farming Zone** or Rural Activity Zone.*

- The removal, destruction or lopping of vegetation:*

Does not exceed the distance specified in Table 1 to Clause 53.02-4 of this planning scheme based on the bushfire attack level determined by a relevant building surveyor in deciding an application for a building permit under the Building Act 1993 for a dwelling or alteration or extension to the dwelling; or

Is required to be undertaken by a condition in a planning permit issued after 31 July 2014 under Clause 44.06 of this scheme for a dwelling or an alteration or extension to the dwelling

SCHEDULE OF BUSHFIRE PROTECTION MEASURES**Defendable space**

The area of defendable space, shown hatched for a distance of 32 metres from the edges of the proposed building, is where vegetation (and other flammable materials) will be modified and managed in accordance with the following requirements:

- Grass must be short cropped and maintained during the declared fire danger period.
- All leaves and vegetation debris must be removed at regular intervals during the declared fire danger period.
- Within 10 metres of a building, flammable objects must not be located close to the vulnerable parts of the building.
- Plants greater than 10 centimetres in height must not be placed within 3m of a window or glass feature of the building.
- Shrubs must not be located under the canopy of trees.
- Individual and clumps of shrubs must not exceed 5 sq. metres in area and must be separated by at least 5 metres.
- Trees must not overhang or touch any elements of the building.
- The canopy of trees must be separated by at least 5 metres.
- There must be a clearance of at least 2 metres between the lowest tree branches and ground level.

Construction standards

The building extension will be designed and constructed a minimum Bushfire Attack Level of (BAL) 29.

Water supply

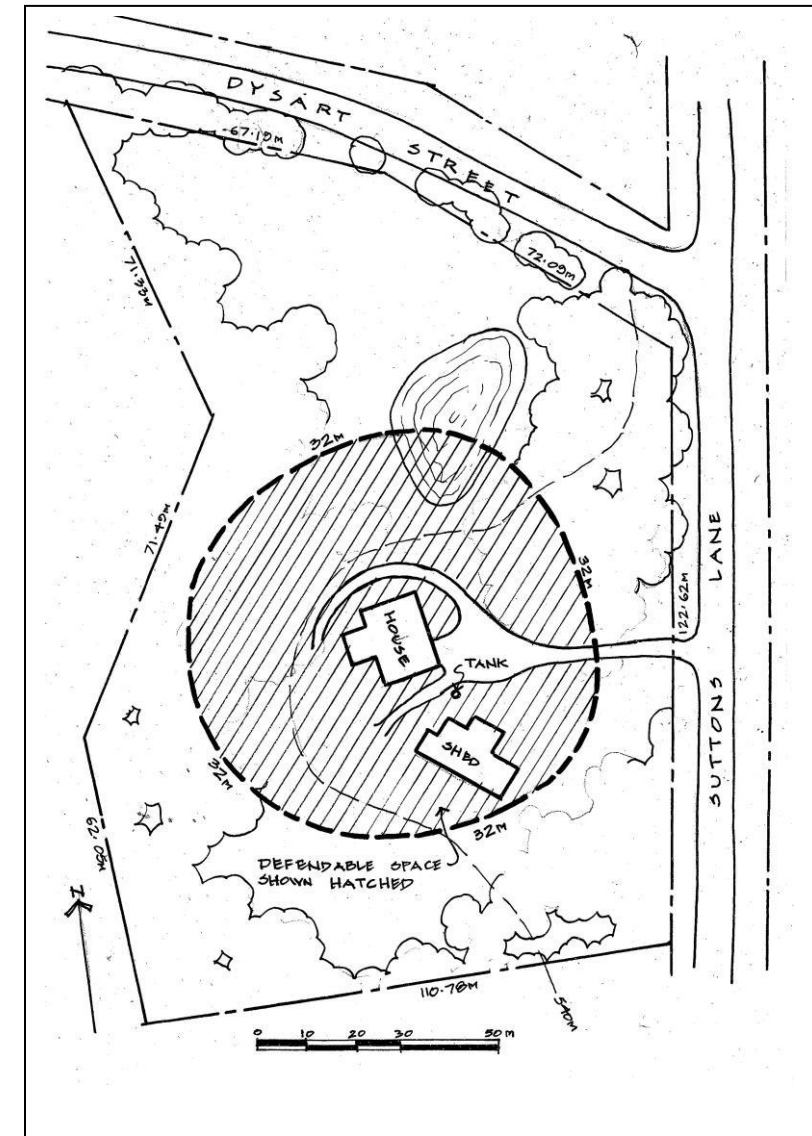
A tank on site will hold 10 000 litres of effective water supply for fire fighting purposes which meets the following requirements:

- Is stored in an above ground water tank constructed of concrete or metal.
 - All fixed above-ground water pipes and fittings required for fire fighting purposes must be made of corrosive resistant metal.
 - Include a separate outlet for occupant use
- The water supply must also
- Incorporate a ball or gate valve (British Standard Pipe (BSP) 65mm) and coupling (64 mm CFA 3 thread per inch male fitting).
 - The outlet/s of the water tank must be within 4m of the access way and 60m of all parts of the building and be unobstructed.
 - Be readily identifiable from the building or appropriate identification signage to the satisfaction of CFA must be provided.
 - Any pipework and fittings must be a minimum of 65 mm (excluding the CFA coupling).

Access

The driveway shown on the plan will provide access for trucks for fire fighting purposes which meets the following requirements:

- Be of all weather construction with a load limit of at least 15 tonnes
- The average grade must be no more than 1 in 7 (14.4 per cent) (8.1 degrees) with a maximum of no more than 1 in 5 (20 per cent) (11.3 degrees) for no more than 50m.
- Have a minimum trafficable width of 3.5m of all weather construction.
- Be clear of encroachments for at least 0.5m on each side and 4m above the access way.
- Dips must have no more than a 1 in 8 (12.5 per cent) (7.1 degrees) entry and exit angle.

**FIGURE 10 BUSHFIRE MANAGEMENT PLAN****48 Suttons Lane Glenlyon****Version B****10/10/2022**



DESIGNER
DC DESIGN

CLIENT
GARRY EYLES



SCALE BAR

NOTE:
CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE PRIOR TO COMMENCING WORK AND ANY ANOMOLIES SHALL BE REFERRED TO DESIGNER FOR CLARIFICATION

REV	DESCRIPTION	DATE	INIT

PROJECT
**GARRY EYLES
48 SUTTONS LANE
GLENLYON, VIC 3461**

TITLE
AERIAL VIEW

SCALE PLOT DATE
FILE NAME DRAWN APPROVED

PRELIMINARY ISSUE
NOT FOR TENDER OR CONSTRUCTION

PROJECT NO. DRAWING NO. REV.

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GENERAL NOTES

SEPTIC TANK:
 100 METRES FROM FLOOD LEVEL
 120 METRES TO THE RIVER
 TANK LOCATED UNDER THE EXISTING
 LAUNDRY NEXT EXISTING HOUSE

WATER TANKS:
 3 X TANKS
 10,000 GALLONS

FARM FORESTRY:
 SOUTH SIDE OF THE PROPERTY

RAINWATER:
 COLLECTED FROM HOUSE AND STUDIO
 CONNECTED TO 10000 GALLON TANKS
 STORAGE

SEWERAGE:
 6000 LITRE SEPTIC TANK
 AUSTRALIAN STANDARD
 INSTALLED TO EXISTING HOUSE






GREY WATER:
 COMPOSTING WORM TOILET
 2500 LITRE CAPACITY CONNECTED
 TO EFFULENT LINES AND FARM FORESTRY

ACCESS PARKING:
 ALREADY ESTABLISHED DRIVE. BLUE STONE
 200MM AGGREGATE 50M2

SITE CUT:
 NO SITE CUT. HOUSE GROUND LEVEL IS 4M
 ABOVE LODDON RIVER LINE.

CAMPING SITE:
 ON RAISED GROUND.

LEGEND

-  SEPTIC LINES
-  MAINS POWER
-  WATER TANK
-  SEPTIC TANK
-  WORM FARM



DESIGNER
DC DESIGN

CLIENT
 GARRY EYLES

SCALE BAR



NOTE:
 CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE PRIOR TO
 COMMENCING WORK AND ANY ANOMOLIES SHALL BE REFERRED
 TO DESIGNER FOR CLARIFICATION

PROJECT
 GARRY EYLES
 48 SUTTONS LANE
 GLENLYON, VIC 3461

TITLE
 SITE PLAN

SCALE PLOT DATE
 FILE NAME DRAWN APPROVED

PRELIMINARY ISSUE
 NOT FOR TENDER OR CONSTRUCTION

PROJECT NO. DRAWING NO. REV.

REV	DESCRIPTION	DATE	INIT

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ATTACHMENT 10
GENERAL NOTES

DEFENDABLE SPACE:
EVERYWHERE AROUND EXISTING HOUSE AND STUDIO. EASY ACCESS TO SUTTONS LANE. WATER SPRINKLERS ON TOP OF HOUSE AND STUDIO. GENERATOR AND HOUSE LONG ENOUGH TO PUMP WATER FROM DAM.



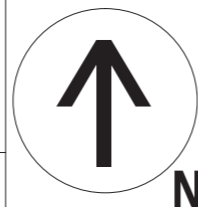
DESIGNER

DC DESIGN

CLIENT

GARRY EYLES

SCALE BAR



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PROJECT

GARRY EYLES
48 SUTTONS LANE
GLENLYON, VIC 3461

TITLE

DEFENDABLE AREA

SCALE

PLOT DATE

FILE NAME

DRAWN

APPROVED

PRELIMINARY ISSUE
NOT FOR TENDER OR CONSTRUCTION

PROJECT NO.

DRAWING NO.

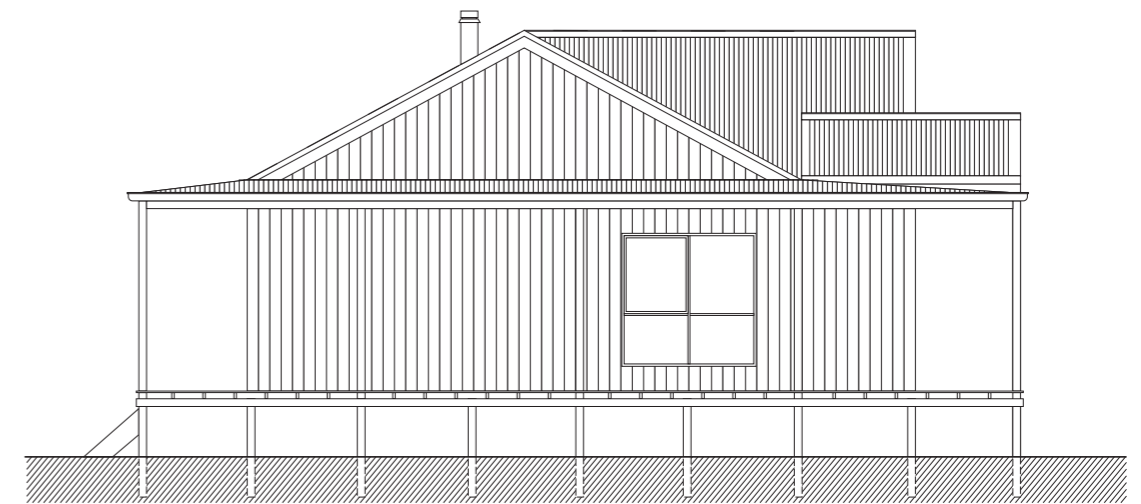
REV.

REV	DESCRIPTION	DATE	INIT

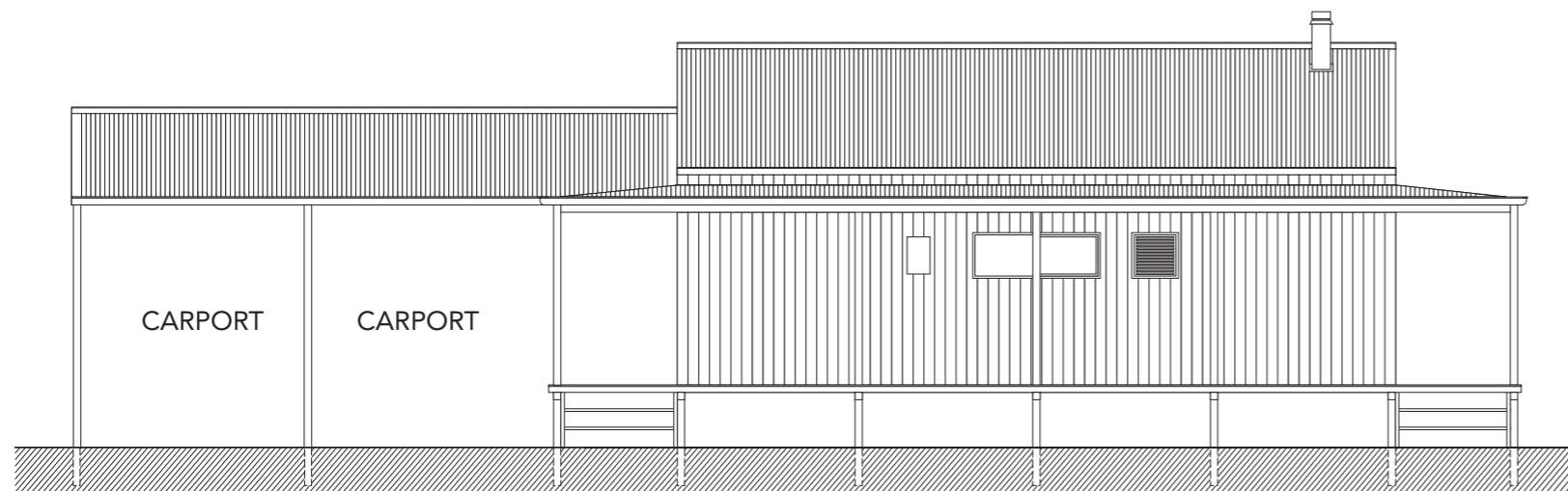
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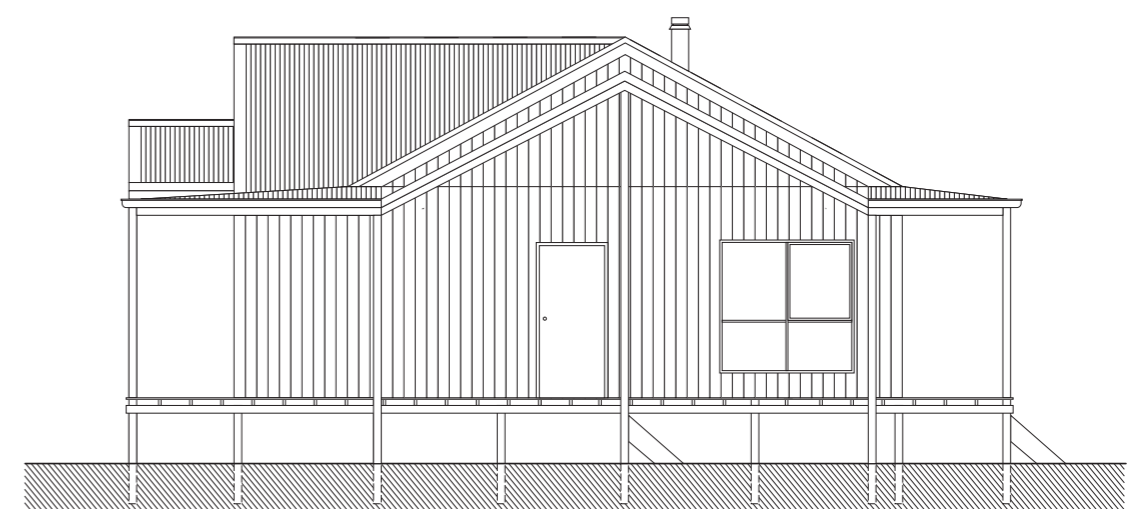
01 EXISTING RESIDENCE
— SOUTH ELEVATION



02 EXISTING RESIDENCE
— EAST ELEVATION



03 EXISTING RESIDENCE
— NORTH ELEVATION



04 EXISTING RESIDENCE
— WEST ELEVATION

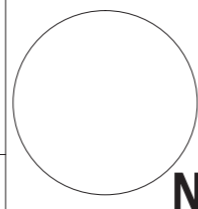
DESIGNER

DC DESIGN

CLIENT

GARRY EYLES

SCALE BAR



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PROJECT

GARRY EYLES
48 SUTTONS LANE
GLENLYON, VIC 3461

TITLE

EXISTING RESIDENCE -
ELEVATIONS

SCALE

PLOT DATE

FILE NAME

DRAWN

APPROVED

PRELIMINARY ISSUE
NOT FOR TENDER OR CONSTRUCTION

PROJECT NO.

DRAWING NO.

REV.

REV DESCRIPTION

DATE

INIT

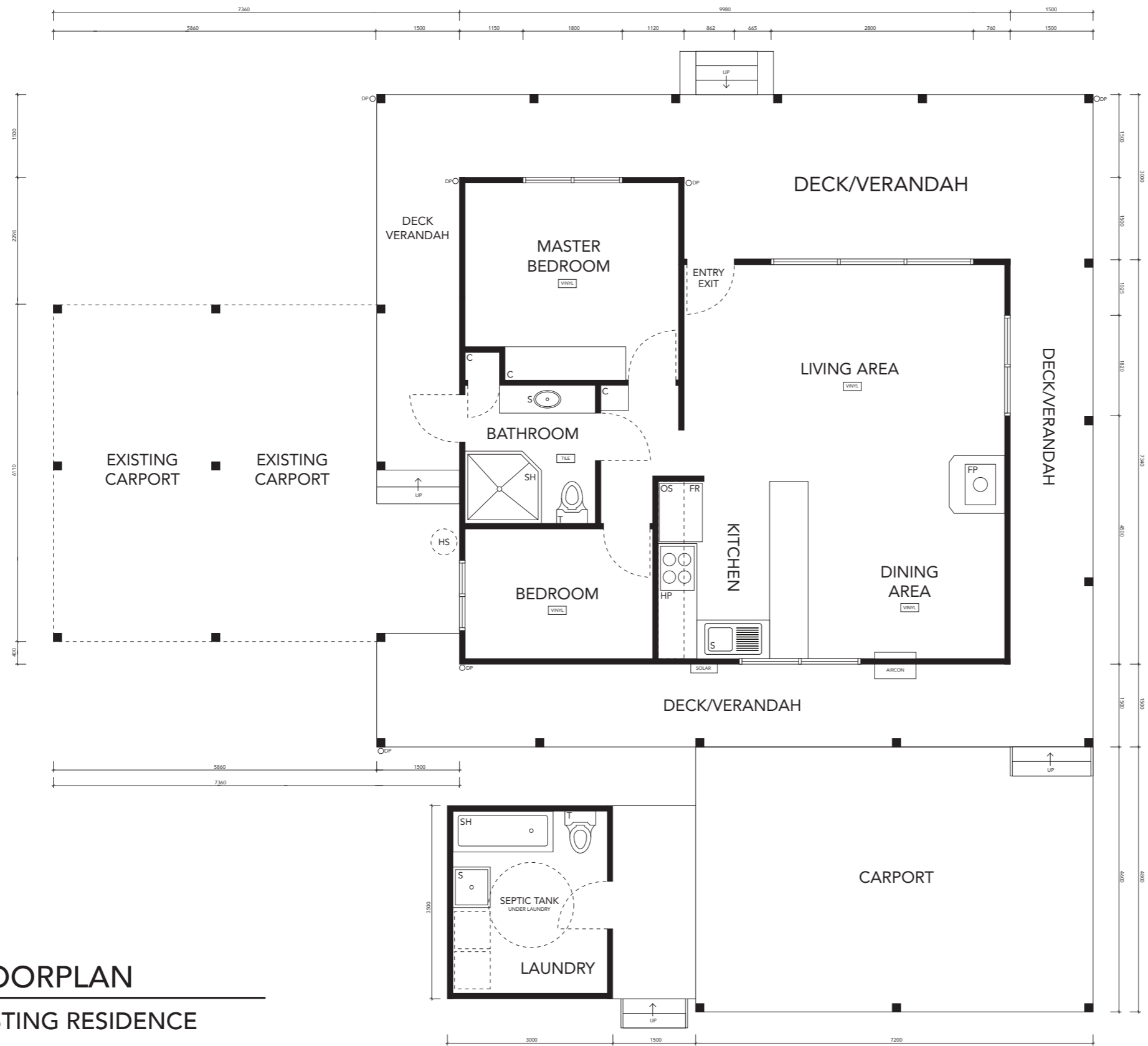
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ATTACHMENT 10 GENERAL NOTES

FLOORING:
CERAMIC TILES
FLOATING FLOORS

BUILDING:
TIMBER FRAMES
BRICK VENEER DOWN STAIRS
HARDWOOD FRENCH DOORS
CUSTOM HARDWOOD WINDOW FRAMES
CAVITY SLIDING DOORS
INTERNAL PLASTERED WALLS
GLASS/WOOL INSULATION
YELLOW TONGUE FLOORING
ZINCALUME ROOF
COLORBOND WALL CLADDING
STRIP POST CONCRETE FOUNDATIONS
BRACED IRON STRAPS & PLYWOODS SHEETS
CEDAR FEATURE WINDOW
COLORBOND UPSTAIRS CLADDING
STEEL 10/200MM 6.1M BEAM FOR FLOOR
BRACING AND SUPPORT
BATHROOM/ENSUITE
SHOWER, BASIN, TOILET
INTERNAL STORAGE IN WALK IN ROBES
REVERSE CYCLE 7KW AIRCON
EXTERNAL SPOTLIGHTS
STAIRCASE BUILT TO SPECIFICATIONS
HOT WATER CONNECTED TO EXISTING
HOUSE HOT WATER SYSTEM
ENSUITE CONNECTED TO EXISTING
HOUSE SEPTIC 6000 LITRE TANK
FLOORPLAN CHANGED TO INCLUDE
EXISTING BEDROOM CHANGE TO A
WALKWAY AND CINEMA AREA
TWO BEDROOMS UPSTAIRS
AND ONE MAIN BEDROOM DOWNSTAIRS
ALL STRUCTURAL PINE & HARDWOOD
FRAMING TIMBER TO SPECIFICATIONS

EXISTING RESIDENCE:
AN EXISTING APPROVED BUILDING PERMIT
FOR THE CURRENT HOUSE AND CARPORT



01 FLOORPLAN
— EXISTING RESIDENCE

DESIGNER
DC DESIGN

CLIENT
GARRY EYLES

SCALE BAR

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REV	DESCRIPTION	DATE	INIT

PROJECT
**GARRY EYLES
48 SUTTONS LANE
GLENLYON, VIC 3461**

TITLE
**EXISTING RESIDENCE -
FLOORPLAN**

SCALE PLOT DATE
FILE NAME DRAWN APPROVED

PRELIMINARY ISSUE
NOT FOR TENDER OR CONSTRUCTION

PROJECT NO. DRAWING NO. REV.

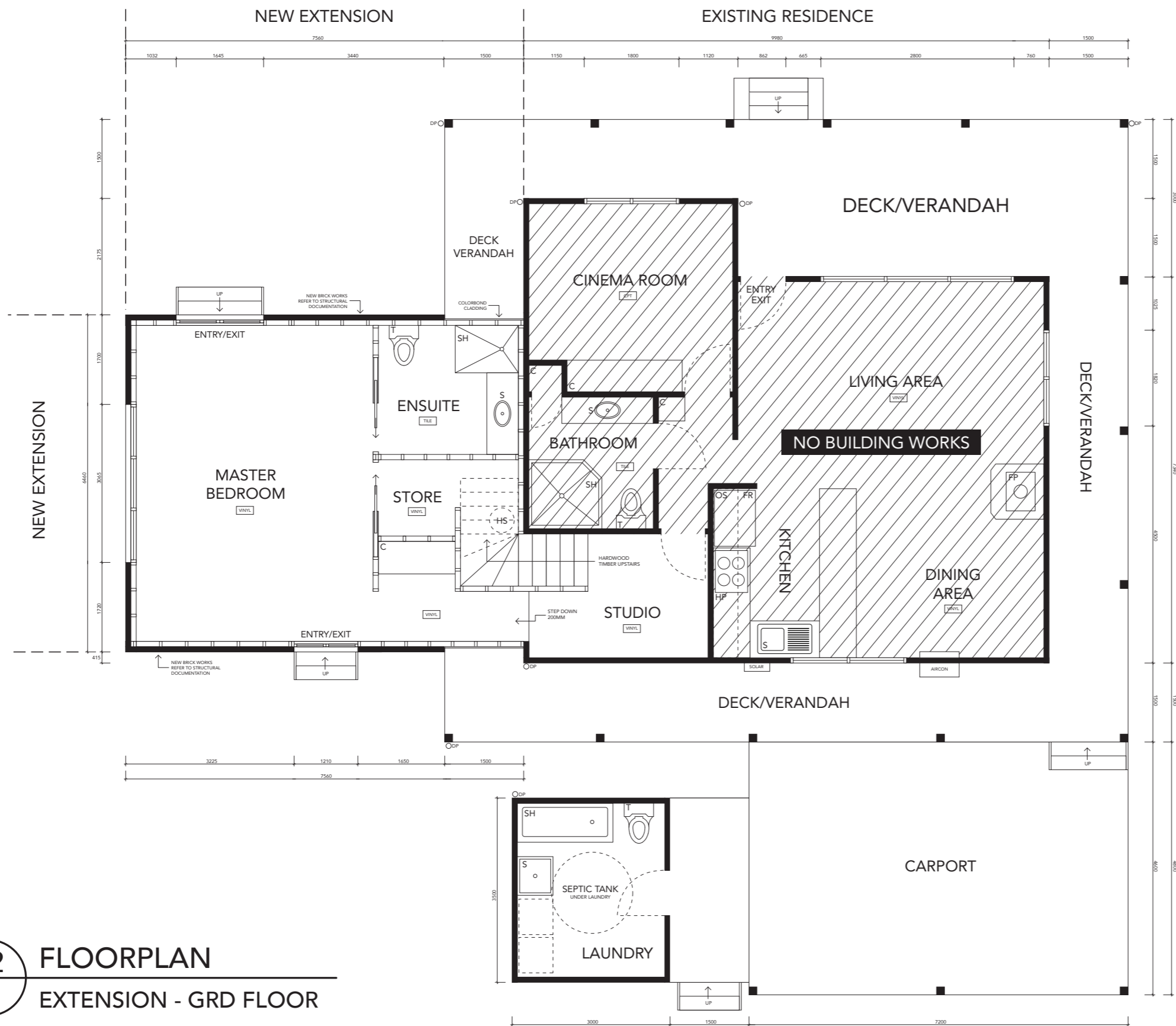
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ATTACHMENT 10 GENERAL NOTES

PLUMBING:
I HAVE UNDERTAKEN A SITE INSPECTION AT THE ABOVE ADDRESS TO CHECK AN EXISTING SEPTIC SYSTEM. THE SYSTEM CONSISTS OF A STANDARD 3000LT TANK, WHICH IS LOCATED TO THE SOUTH OF THE EXISTING HOUSE. THE OUTLET RUNS TO A DISTRIBUTION BOX FURTHER TO THE SOUTH, FROM THERE THE EFFLUENT LINES OF APPROXIMATELY 2 X 60M RUN NORTH TO SOUTH. THE EFFLUENT LINES AT THE TIME OF INSPECTION APPEARED TO BE FUNCTIONING PROPERLY, WITH NO WET SPOTS, SMELLS OR ANYTHING SUGGESTING AN ISSUE. THE CURRENT OWNERS HAVE HAD NO PROBLEMS WITH THE SYSTEM IN THE YEARS THEY HAVE BEEN THERE. IT IS EXPECTED THAT THE CURRENT SYSTEM IS MORE THAN ADEQUATE TO COPE WITH THE POTENTIAL EXTRA LOAD CREATED BY THE PROPOSED ADDITION.

MICHAEL HALLINAN
PLUMBER - LIC 35839

PLUMBING:
REGISTERED PLUMBER INSTALLED DRAINAGE
REGISTERED PLUMBER INSTALLED MAINS
WATER



02 FLOORPLAN
EXTENSION - GRD FLOOR

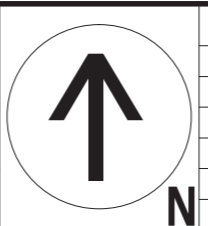
DESIGNER
DC DESIGN

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CLIENT
GARRY EYLES

SCALE BAR

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REV	DESCRIPTION	DATE	INIT

PROJECT
**GARRY EYLES
48 SUTTONS LANE
GLENLYON, VIC 3461**

TITLE
**EXTENSION TO EXISTING -
GROUND FLOOR**

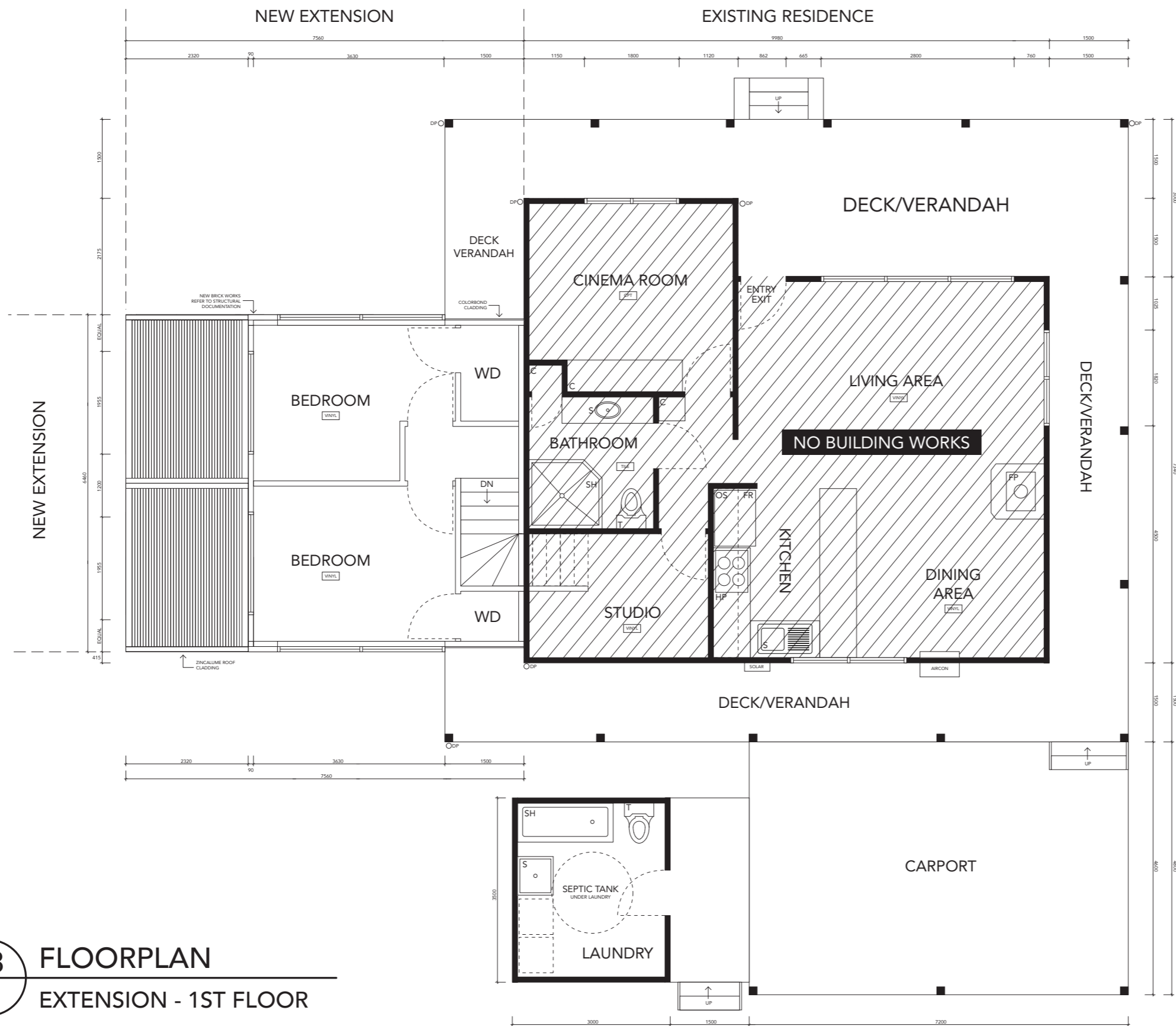
SCALE	PLOT DATE	
FILE NAME	DRAWN	APPROVED
PRELIMINARY ISSUE NOT FOR TENDER OR CONSTRUCTION		
PROJECT NO.	DRAWING NO.	REV.

ATTACHMENT 10 GENERAL NOTES

FLOORING:
CERAMIC TILES
FLOATING FLOORS

BUILDING:
TIMBER FRAMES
BRICK VENEER DOWN STAIRS
HARDWOOD FRENCH DOORS
CUSTOM HARDWOOD WINDOW FRAMES
CAVITY SLIDING DOORS
INTERNAL PLASTERED WALLS
GLASS/WOOL INSULATION
YELLOW TONGUE FLOORING
ZINCALUME ROOF
COLORBOND WALL CLADDING
STRIP POST CONCRETE FOUNDATIONS
BRACED IRON STRAPS & PLYWOODS SHEETS
CEDAR FEATURE WINDOW
COLORBOND UPSTAIRS CLADDING
STEEL 10/200MM 6.1M BEAM FOR FLOOR
BRACING AND SUPPORT
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INTERNAL STORAGE IN WALK IN ROBES
REVERSE CYCLE 7KW AIRCON
EXTERNAL SPOTLIGHTS
STAIRCASE BUILT TO SPECIFICATIONS
HOT WATER CONNECTED TO EXISTING
HOUSE HOT WATER SYSTEM
ENSUITE CONNECTED TO EXISTING
HOUSE SEPTIC 6000 LITRE TANK
FLOORPLAN CHANGED TO INCLUDE
EXISTING BEDROOM CHANGE TO A
WALKWAY AND CINEMA AREA
TWO BEDROOMS UPSTAIRS
AND ONE MAIN BEDROOM DOWNSTAIRS
ALL STRUCTURAL PINE & HARDWOOD
FRAMING TIMBER TO SPECIFICATIONS

EXISTING RESIDENCE:
AN EXISTING APPROVED BUILDING PERMIT
FOR THE CURRENT HOUSE AND CARPORT



03 FLOORPLAN
EXTENSION - 1ST FLOOR

DESIGNER
DC DESIGN

CLIENT
GARRY EYLES

SCALE BAR

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REV	DESCRIPTION	DATE	INIT

PROJECT
**GARRY EYLES
48 SUTTONS LANE
GLENLYON, VIC 3461**

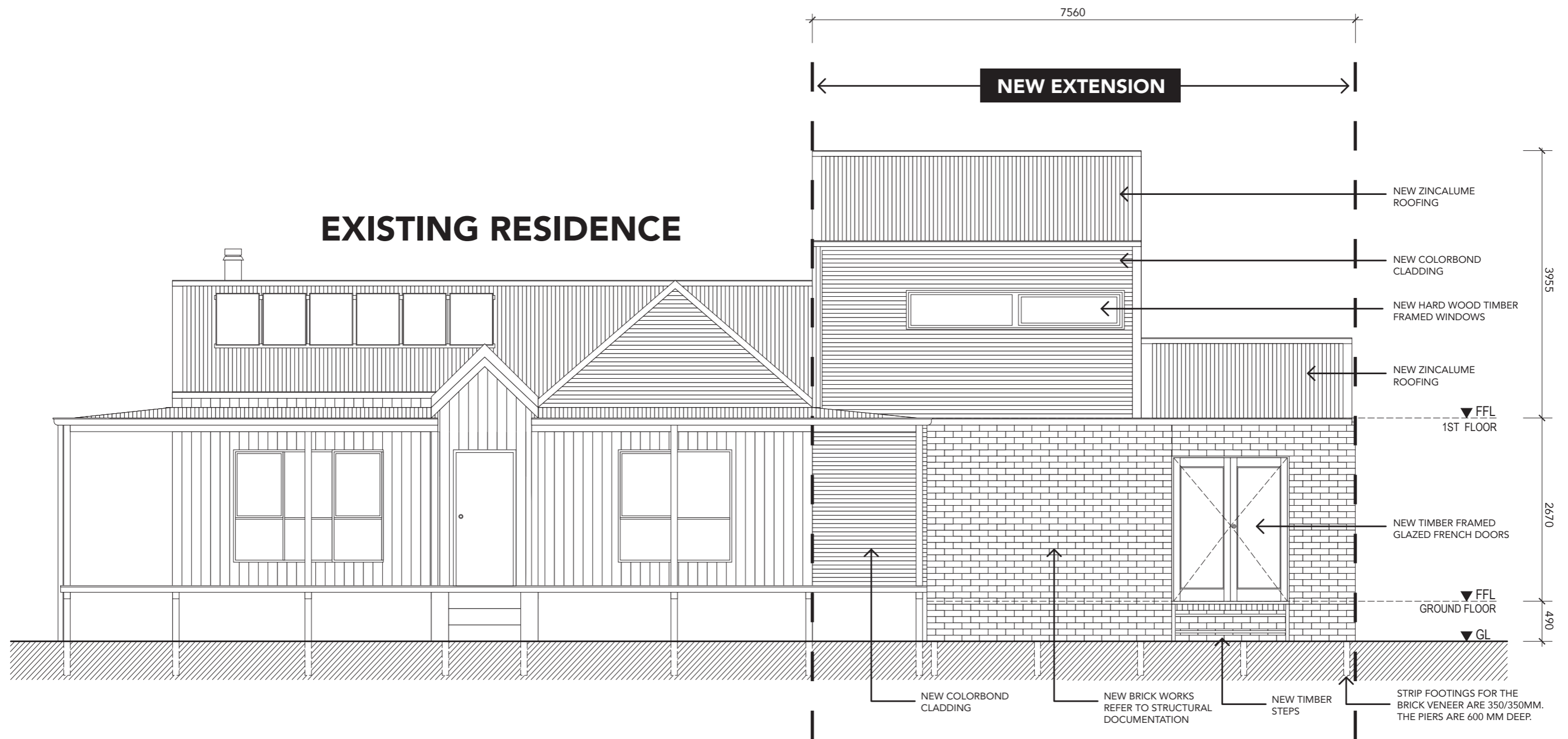
TITLE
**EXTENSION TO EXISTING -
FIRST FLOOR**

SCALE	PLOT DATE
FILE NAME	DRAWN
	APPROVED

PRELIMINARY ISSUE
NOT FOR TENDER OR CONSTRUCTION

PROJECT NO.	DRAWING NO.	REV.
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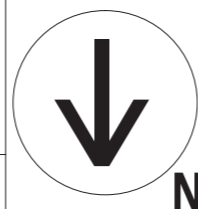


04 SOUTH ELEVATION
EXTENSION - MAIN ENTRY

DESIGNER
DC DESIGN

CLIENT
GARRY EYLES

SCALE BAR



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REV	DESCRIPTION	DATE	INIT

PROJECT
GARRY EYLES
48 SUTTONS LANE
GLENLYON, VIC 3461

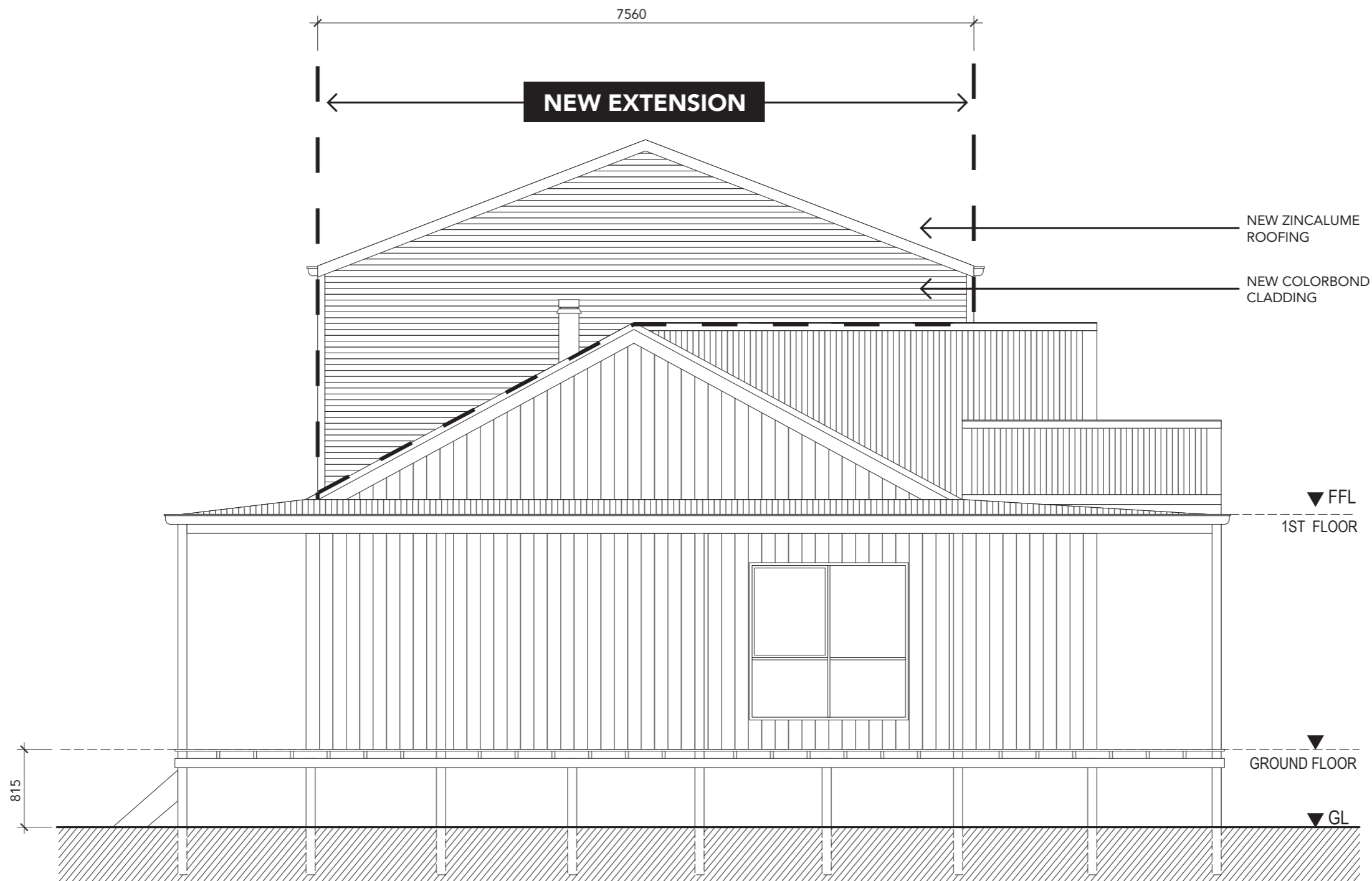
TITLE
EXTENSION TO EXISTING
RESIDENCE - ELEVATION

SCALE	PLOT DATE
FILE NAME	DRAWN
	APPROVED

PRELIMINARY ISSUE
NOT FOR TENDER OR CONSTRUCTION

PROJECT NO.	DRAWING NO.	REV.
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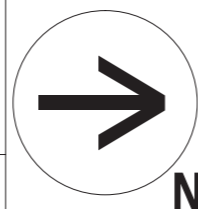


05 WEST ELEVATION
EXTENSION - BACK VIEW

DESIGNER
DC DESIGN

CLIENT
GARRY EYLES

SCALE BAR



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REV	DESCRIPTION	DATE	INIT

PROJECT
GARRY EYLES
48 SUTTONS LANE
GLENLYON, VIC 3461

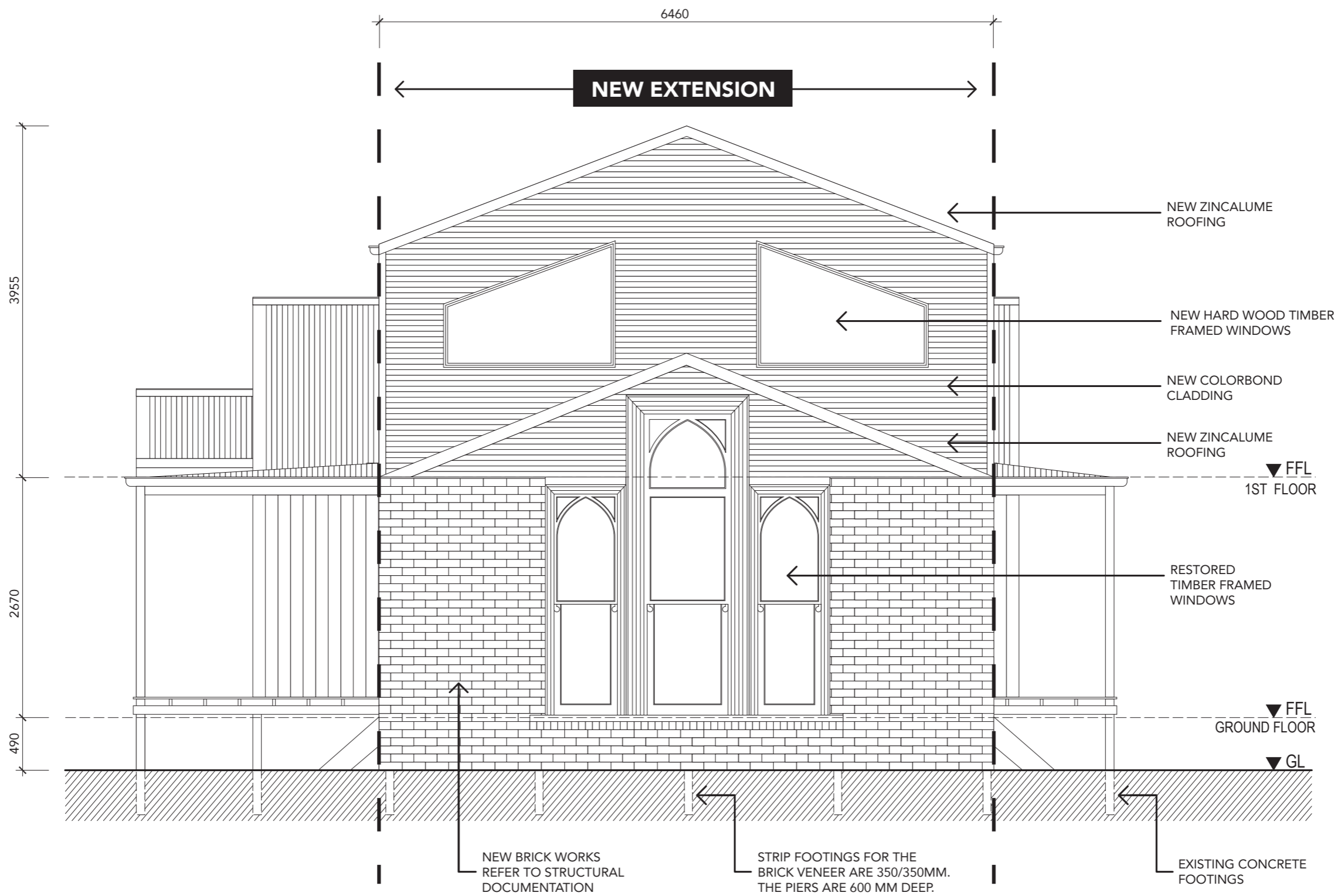
TITLE
EXTENSION TO EXISTING
RESIDENCE - ELEVATION

SCALE PLOT DATE
FILE NAME DRAWN APPROVED

PRELIMINARY ISSUE
NOT FOR TENDER OR CONSTRUCTION

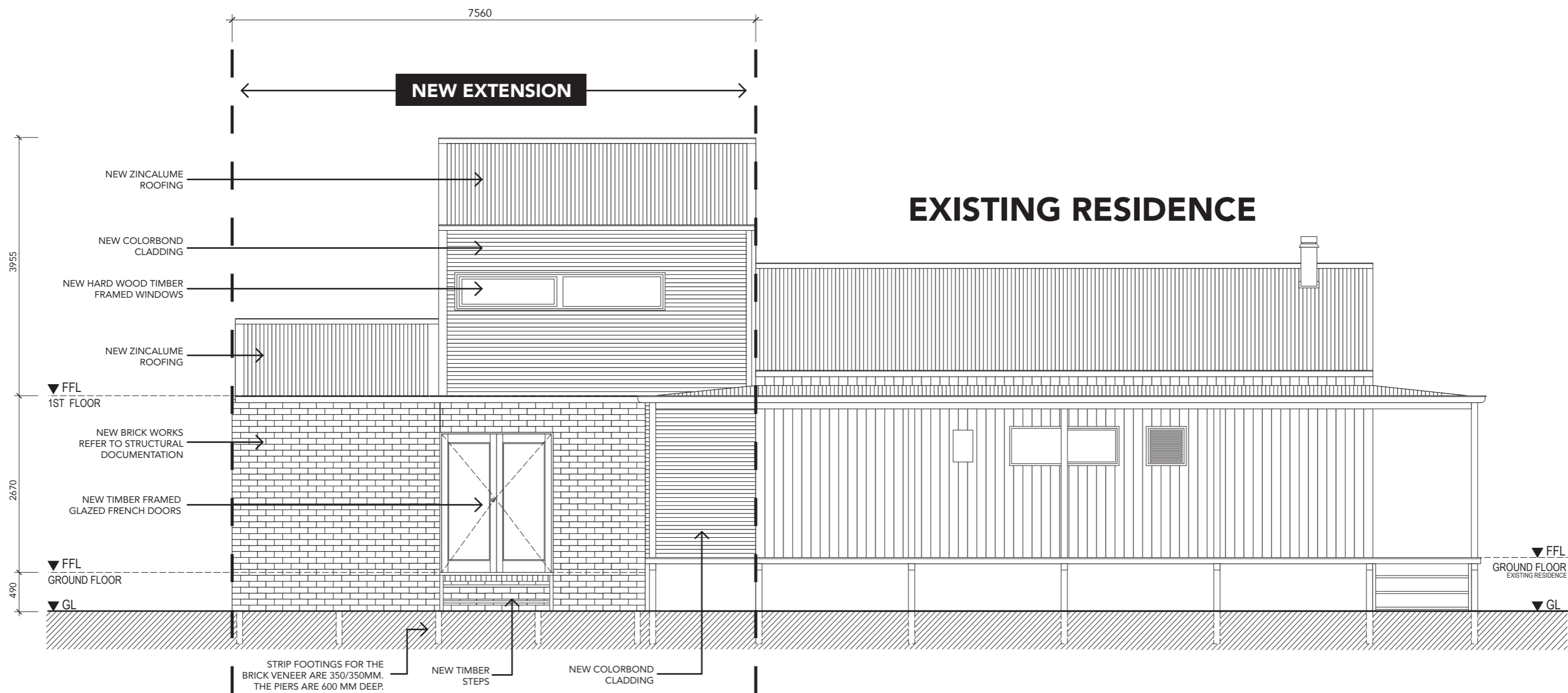
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06 EAST ELEVATION
EXTENSION - MAIN VIEW

DESIGNER DC DESIGN	CLIENT GARRY EYLES		PROJECT GARRY EYLES 48 SUTTONS LANE GLENLYON, VIC 3461			SCALE PLOT DATE
	SCALE BAR		TITLE EXTENSION TO EXISTING RESIDENCE - ELEVATION			FILE NAME DRAWN APPROVED
NOTE: CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE PRIOR TO COMMENCING WORK AND ANY ANOMOLIES SHALL BE REFERRED TO DESIGNER FOR CLARIFICATION		REV DESCRIPTION DATE INIT			PRELIMINARY ISSUE NOT FOR TENDER OR CONSTRUCTION	
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07 NORTH ELEVATION
EXTENSION - SIDE VIEW

DESIGNER
DC DESIGN

CLIENT
GARRY EYLES



SCALE BAR
NOTE:
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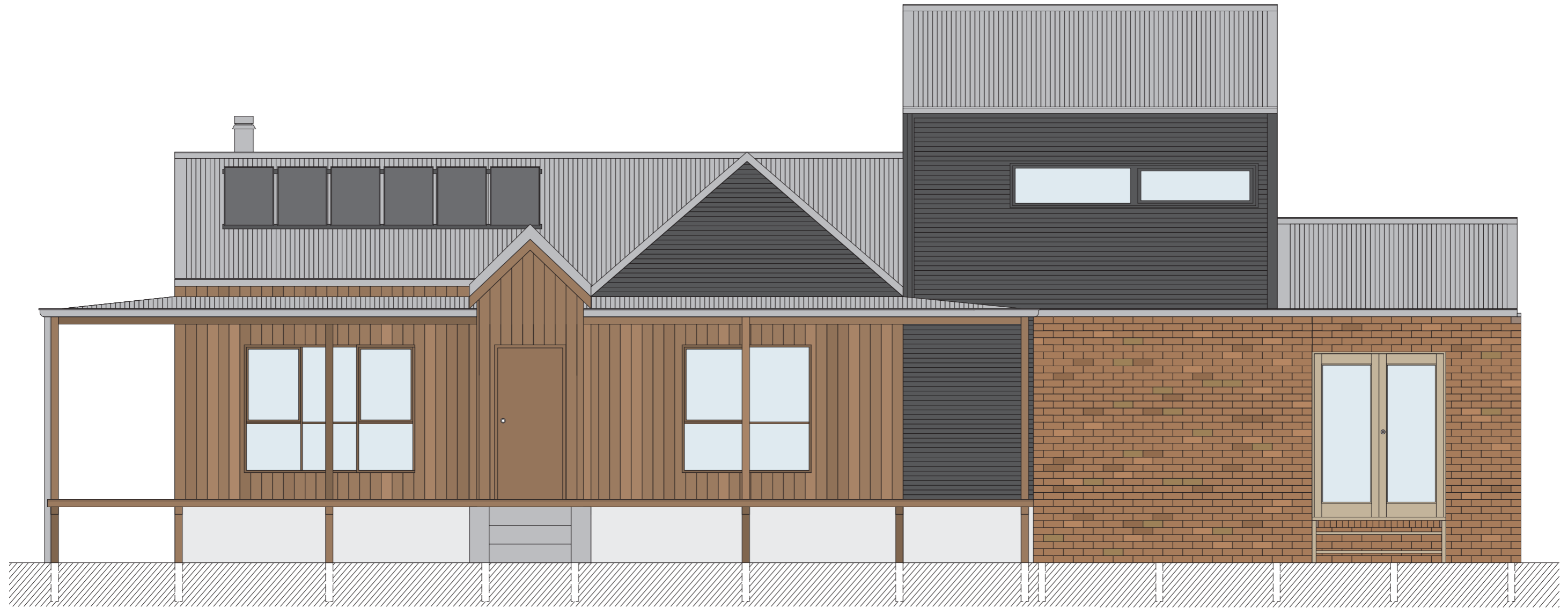
REV	DESCRIPTION	DATE	INIT

PROJECT
**GARRY EYLES
48 SUTTONS LANE
GLENLYON, VIC 3461**

TITLE
**EXTENSION TO EXISTING
RESIDENCE - ELEVATION**

SCALE	PLOT DATE	
FILE NAME	DRAWN	APPROVED
PRELIMINARY ISSUE NOT FOR TENDER OR CONSTRUCTION		
PROJECT NO.	DRAWING NO.	REV.

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08 EXTENSION
FINISHES SKETCH

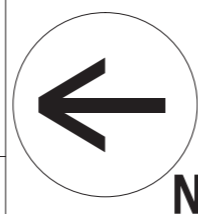
DESIGNER DC DESIGN	CLIENT GARRY EYLES		PROJECT GARRY EYLES 48 SUTTONS LANE GLENLYON, VIC 3461			SCALE PLOT DATE
	SCALE BAR		TITLE EXTENSION ELEVATIONS - FINISHES SKETCH			FILE NAME DRAWN APPROVED
NOTE: CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE PRIOR TO COMMENCING WORK AND ANY ANOMOLIES SHALL BE REFERRED TO DESIGNER FOR CLARIFICATION		REV DESCRIPTION DATE INIT	PRELIMINARY ISSUE NOT FOR TENDER OR CONSTRUCTION			
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09 EXTENSION
FINISHES SKETCH

DESIGNER
DC DESIGN

CLIENT
GARRY EYLES



SCALE BAR

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REV	DESCRIPTION	DATE	INIT

PROJECT
GARRY EYLES
48 SUTTONS LANE
GLENLYON, VIC 3461

TITLE
EXTENSION ELEVATIONS -
FINISHES SKETCH

SCALE	PLOT DATE	
FILE NAME	DRAWN	APPROVED
PRELIMINARY ISSUE NOT FOR TENDER OR CONSTRUCTION		
PROJECT NO.	DRAWING NO.	REV.

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ATTACHMENT 10 GENERAL NOTES

FLOORING
STUDIO A: BRICK FLOOR - MAIN AREA
STUDIO B: CONCRETE SLAB - MAIN AREA
KITCHETTE / STUDIO A & C: TIMBER FLOOR
WORKSHOP: CONCRETE TILES
STORAGE AREAS: GRAVEL

DRAINAGE:
 AROUND SHED NORTH & WEST SIDES

CLADDING:
 BLUESTONE, HARDWOOD BLACKBUTT
 ZINCALUME CORRUGATED IRON
 TIMBER 20/100MM PINE, ROUGHT SAWN
 STAINED FINISH

ROOFING:
 ZINCALUME ROOF
 GUTTERING AND PVC DOWNPIPES

HEATING:
 MITSUBISHI 5KW REVERSE CYCLE AIRCON
 COONARA WOOD HEATER

KITCHETTE:
 MICROWAVE & SINK, DISHWASHER
 BENCHTOP

GREENHOUSE:
 SHOWER & BATH & SINK
 SHELVING FOR PLANTS

POWER TO SHED AND STUDIO:
 VIA MAINS SWITCH BOARD
 STUDIO POWERED WITH LIGHTING
 AND CEILING FAN, POWER POINTS

WINDOWS:
 TIMBER X 2, ALUMINIUM X 1

DOORS:
 TIMBER X 3

INSULATION:
 GLASS WOOL INSULATION IN WALLS
 STUDIO A, B & C AND KITCHETTE

LASERLIGHT:
 IN MAIN AREA OF CEILINGS
 STUDIO A, GREENHOUSE, STORAGE

INTERNAL CLADDING:
 FORMPLY, HARDWOOD ROUGH SAWN
 CORRUGATED IRON, PLYWOOD
 RENDERED CONCRETE

KITCHENETTE:
 FIRE RETARDANT SPLASHBACKS
 CEMENT SHEET

COONARA:
 FIRE RETARDANT CEMENT SHEET
 PROTECTIVE FINISH

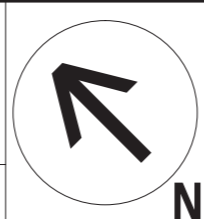
STUDIO/WORKSHOP:
 THE STUDIO HAS BEEN IN THE CURRENT
 LOCATION FOR APPRX 20 YEARS



10 FLOORPLAN
STUDIO/WORKSHOP

DESIGNER
DC DESIGN

CLIENT
GARRY EYLES



SCALE BAR
 NOTE:
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REV	DESCRIPTION	DATE	INIT

PROJECT
GARRY EYLES
48 SUTTONS LANE
GLENLYON, VIC 3461

TITLE
EXISTING STUDIO/WORKSHOP
FLOORPLAN

SCALE PLOT DATE
 FILE NAME DRAWN APPROVED

PRELIMINARY ISSUE
 NOT FOR TENDER OR CONSTRUCTION

PROJECT NO. DRAWING NO. REV.

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To Whom It May Concern at Hepburn Shire Council Planning Department

Thank you for reviewing my objection.

re: Objection to PLN22/0122 – 48 Sutttons Lane, Glenlyon. –

“Extend dwelling to construct a third bedroom, convert shed to include kitchenette”

summary of description by the applicant quote

- *“Add a Bedroom to a house and a kitchenette to an existing studio.”*
- *“changing the floor plan” –*
- *“Existing House Shed and studio and 3000 litre septic tank – Farmlet / Hobby Farm”*

Summary - 48 Sutttons Lane:

Zone: Farm Zone – FZ2 - Farm Zone 2 - minimum site area recommended for a house 20 HA

Area of this site 48 Sutttons Lane 1.8 HA.

This site 1.8 HA is less than one tenth the area allowed under this Zone 20 HA.

Overlays: ESO 1 - environmental significance overlay - schedule 1 (ESO 1)

BMO: Bushfire Management Overlay (BMO)

CHMP: - Aboriginal 'Area of cultural heritage sensitivity'

Rural Water Corporation: Goulburn-Murray Water

Note re: Water Catchment and Waste: The existing house is built within 100 metres of the Loddon River, essentially on the bank of the river, in a water catchment for GMW water. Based on the plans it appears that the house and septic tank, located under the existing external bathroom is closer to the river, and the ground rises away from the river, therefore the septic tank is lower than the effluent field. Therefore based on this logic the waste is permanently pumped uphill, away from the river, in a Township with a poor power supply and frequent power outages.

1.0 Introduction:

I have a number of concerns about this application, they are principally environmental, but there are others. The existing house is on one of the smallest areas of 1.8 Hectares in a Farmzone on the edge of the Township of Glenlyon. This is well under the recommended minimum of 20 Hectares for Farm Zone 2. It is also in the most marginal and flood prone area of the Township. Glenlyon is unsewered and all advice to me in my time living here is that Glenlyon will never be sewered, the minimum population required 3000, current population of Glenlyon based on the 2016 census 389.

In the recent flood event I saw substantial quantities of water flooding on both sides of the loddon river and extending well towards the applicants house.

I also have two questions about the integrity of this application:

Question 1: Is this an application for a planning permit for New works or Retrospective permit application for Existing works – ie already constructed ?:

The application summary on Pages 1 and 2 of the application appears to understate the works and these works appear to have already been constructed on this site. Refer to 5.0 Retrospective permits and Appendix 1 photos of the existing house.

The Drawings in the application indicate a new first floor accessed from a new staircase to 2 new bedrooms. Below the two new bedrooms at Ground Floor level are a new master bedroom with new ensuite bathroom and a new studio area. One existing bedroom is then converted to a cinema room. This is far more extensive work than “*Extend dwelling to construct a third bedroom*” also based on the photographs in Appendix 1, this extension appears to have already been built on site.

Question 2: I am also concerned about overdevelopment on this site. Are the 3 studios and a kitchenette a habitable outbuilding or are they actually a second house?

Question 3: Has the proposed Kitchenette already been constructed ?

Refer to note in the application “*convert shed to include kitchenette*” or like the other works that appear to exist already new first floor etc - has this already been constructed ?

Also as this is beside 3 existing studios will these become accommodation for up to 6 people. Refer to 2.0- below.)

2.0 Proposed increase in Accommodation on Site:

(i) The existing house is a 2 bedroom house this allows accommodation for 3 people according to the code of practice onsite domestic waste water management, adding a third bedroom allows accommodation for 4 people. The applicant also advertises a mini cabin on site through Air BNB (refer attached “Jazmine Village”) – refer to Appendix 3.

https://www.airbnb.com.au/rooms/32298275?source_impression_id=p3_1667184987_%2Fy6qjuDCXS8oYGVA

The mini-cabin provides accommodation for 2 more people and according to the advertisement online they share the existing external bathroom on site. I have found no record of a planning permit for this mini cabin and there is no reference to this in the application.

The application also includes the addition of a Kitchenette within the existing 3 studio outbuilding onsite – these 3 studios are potential accommodation for a further 6 people.

When you add these numbers: the mini cabin 2 people and 3 studios with 6 people, this is an additional 8 people on this site, plus the 4 in the existing or newly extended house a total of 12 people overnight on one of Glenlyon’s most flood prone and sensitive sites next to the river.

In summary the existing 2 bedroom 3 person septic system is proposed to accommodate a potential additional 9 people on site for a total of 12 people all without an LCA or review by GMW.

(ii) Camp Site

And this may not be the limit of the increase in numbers proposed.

“Camping Site” is listed on a site plan (refer to page 9 of the application and my notes on this site plan Appendix 2). Based on the dimensions provided on this plan the camping site appears to be within 20 mtrs of the Loddon river.

Precedent for camping on this site:

The Hipcamp precedent and the currently advertised “Jazmine Village” (refer to 6.0 Hipcamp and to Appendix 4 – “Jazmine Valley” pdf from the Hipcamp website) indicate that the number of mini cabins and on site accommodation could easily increase.

This proposal indicates there is one existing internal bathroom with WC and one external bathroom all to be shared by 12 people and possibly more including the “Jazmine Valley” mini cabin guests.

3.0 Existing Septic System and recent Flooding

The existing house is built within 100 metres of the Loddon River, a water catchment for GMW water. Based on the plans the existing septic tank is located under the existing external bathroom. (refer to page 13 of the application – Drawing Title: “Extension to existing ground floor plan”)

According to the site plan (refer page 9 of the application “General Notes”)

The septic tank is 100 mtrs from the flood level and 120 mtrs to the river. However using the dimensions provided as a reference from that same plan, the distance from the septic tank to the recent flood level that appeared to reach the boundary of this property in the recent flooding, the distance appears to be 60 mtrs and the distance of the septic tank to the river (when not in flood) appears to be only 75 mtrs. On my reading of the Code of Practice On-site Domestic Waste Water Management the septic tank should be a minimum of 100 mtrs from the flood level and at least the same distance to the river.

As mentioned earlier based on the plans it appears that the house and septic tank, that is under the bathroom is lower than the effluent field. Therefore the waste is permanently pumped uphill away from the river in a Township with a poor power supply and frequent power outages.

4.0 No LCA and no referral to GMW water

Rural Water Corporation: Goulburn-Murray Water

Water Catchment and Waste:

Despite the increase in accommodation on this site and based on my reading of this application there appears to be no land capability assessment and there also appears to be no referral to GMW Goulburn-Murray Water.

And there are a number of inconsistencies in the application:

The applicant twice refers to a 3000 litre septic tank and once to an existing 2 bedroom house (refer to page 1 and 2 of the application PLN22/0122). As mentioned previously this indicates that the existing septic system is designed for use by 3 people.

The proposal includes potential for 12 people* (*refer to 6.0 Hipcamp) using this site representing a fourfold increase:

As there is no LCA, the only support for the adequacy of the existing system is the Plumber’s Text (refer to page 22 of the application PLN22/0122) stating there is a “6000 litre septic tank” and “2 x 60 m run north to south” effluent lines and that “the current system is more than adequate to cope with the potential extra load created by the proposed addition” The reference to a 6000 litre septic tank is contradicted by the applicant’s statement that the septic tank is 3000 litres. (refer to page 1 and 2 of the application PLN22/0122)

Given the environmental sensitivity of this site surely at a minimum Council should require an LCA and full review by Goulburn-Murray Water ?

5.0 Retrospective Planning Permit Application and work without permits ?:

(i) Is this a retrospective Planning Permit ?

The buildings and additions on site match the drawings showing the proposed “New Extension.”

This observation is based on Appendix 1 attached - the photographs in the Bushfire Management Statement indicate this building work already exists.

The statements on page 1 of the application do not appear to confirm this:

The applicant refers to “**add a bedroom to a house**” “**now to be converted to a 3 bedroom house**” “**changing the floor plan**” from my reading this indicates future building work. If the works have been completed without a planning permit, this challenges the credibility of the application and could be considered a “false statement”:

From my research there appear to be penalties for making false statements on a planning application – section 48 providing “false information on a planning application”

<https://www.planning.vic.gov.au/legislation-regulations-and-fees/penalties>

(ii) Works of this type involving structural changes require both a Planning Permit, as required by HSC in this instance, and a Building Permit. Generally in Victoria “*you must obtain the permit before starting any works.*”

This planning application proves there is no planning permit for these works. Therefore unless a Building Surveyor has signed off on this work without a planning permit – which is highly unlikely - there is no Building Permit either.

If this is the case I request that Hepburn Shire Council investigate this matter - there are also penalties for completing building works without a Building Permit.

Please refer to the following:

[https://lawyers.com.au/elibrary/building-permit-vic/#:~:text=Section%2016\(1\)%20of%20the,lot%20more%20for%20a%20company.](https://lawyers.com.au/elibrary/building-permit-vic/#:~:text=Section%2016(1)%20of%20the,lot%20more%20for%20a%20company.)

The sum of the potential penalty is quite high and reflects the seriousness of not complying with the regulations.

6.0 ‘Hipcamp’ at 48 Sutttons Lane 2021 – 2022:

‘Hipcamp’ operated from this site by the applicant from at least July 2021 (refer to reviews in Appendix 4 – Hipcamp) until early 2022. The applicant was operating onsite camping at this property. On a number of occasions camping also occurred off this property on the east bank of the Loddon, which is part of the Glenlyon Dam Reserve, with tents pitched directly beside the Loddon River.

‘Hipcamp’ operated from an online booking system through the US based franchise. Based on the website information the campers were using the shared Toilet and Laundry facilities on this property 48 Sutttons Lane (refer to Appendix 4). On occasions there were up to 20 and 30 people staying on this marginal site and on some weekends loud music from a PA system played outdoors from noon to well past midnight – 1.00 am at least when the police arrived - according to my records. Many locals complained to DELWP and Hepburn Shire Council and this ‘Hipcamp’ business appears to have been shut down.

Accommodation increases likely: because of the ‘Hipcamp’ precedent there is potential for a future expansion of accommodation on site. The currently advertised mini cabin of “Jazmine Village” would indicate that if demand exists then the number of mini cabins and on site accommodation could

easily be expanded by the applicant. 12 persons on site with the addition of 4 mini cabins could easily become 20. Based on last year's experience this is not unreasonable speculation.

7.0 Conclusion

I request that Council rejects this application. This proposal appears to breach a number of planning and environmental guidelines which will lead to further environmental damage to this site and the Loddon River. With increased climatic turbulence, future weather events may also lead to even more extensive and frequent flooding increasing the risk of effluent contamination directly into the Loddon River from this site.

Poor Precedent setting: there is a very high risk that if this application is not properly reviewed and site usage and accommodation restricted, this will set a poor precedent for the many marginal sites in Glenlyon especially in highly sensitive river frontage areas, further degrading our already stressed environment in this poorly serviced township.

8.0 Appendices

Appendix 1

Photos of the existing house from Pages 27 and 28 of the PLN22/0122 application pdf

Photos indicating that the proposed "**New Extension**" shown in Drwgs pages 11 – 20 of the application **have already been built.**

Source of information: Pages 27 and 28 of Planning Application - Bushfire Management Statement

Appendix 2

My notes in red on the PLN22/0122 application Page 9 "Site Plan"

Appendix 3

Jazmine Village mini cabin accommodation for 2 people – online advertisement

using the shared external bathroom facilities - refer online to

Source of information:

https://www.airbnb.com.au/rooms/32298275?source_impression_id=p3_1667184987_%2Fy6qjuDCXS8oYGVA

Appendix 4

Hipcamp Jazmine Valley at 48 Suttons Lane pdf

- Includes reviews from as early as July 2021

Source of information: online Hipcamp website 2021/2022

Notes of relevance to this application in *italics* and I quote:

"2 sites up to 10 guests per site" = 20 (MY NOTE plus the accommodation in the existing house.)

"Guest notes: toilet and laundry and pets allowed"

– among the issues were significant numbers of people camping and some close to the river

- *"pets allowed"* meant dogs were roaming off lead at the Glenlyon Dam Reserve.

NEW WEST EXTENSION AND FIRST FLOOR ALREADY BUILT ?

ATTACHMENT 10.1.3

Site photos



Photo 2 Looking south east to the existing dwelling



Photo 3 Looking south towards the existing outbuildings

5 SITE DESCRIPTION

NEW FIRST FLOOR ALREADY BUILT ?

Site shape, dimensions, size , existing use and buildings and works	
The shape of the site is:	Irregular
The site has a total area of:	1.81 hectares
The current use of the site is	Rural living
Existing buildings and works	One dwelling (photos 1 and 2) and sheds (photo 3)
Site topography	The north eastern part of the site is elevated. Land slopes gently to the south west and east at 1 to 2 degree gradients towards the gully on the south west boundary (
Site vegetation	There is grassland in the north western and south western parts of the site and forest with a managed understory on the edges of the lot (photos 4 to 7)



GENERAL NOTES
ATTACHMENT 10.1.3

PLN 22/0122 PROPOSAL INCREASES ACCOMMODATION FROM ORIGINAL
2 BED HOUSE = 3 PERSON
NOW 3 BED HOUSE = 4 PERSON
POTENTIAL: 12 PERSON & MORE



4 IN HOUSE, 2 IN MINI CABIN,
6 IN STUDIOS ? + CAMPING SITE ? +
= HOW MANY PEOPLE ?
- NO LCA ? - NO REVIEW BY GMW ?
IN RECENT FLOOD - WAS EFFLUENT
FIELD WITHIN 100M OF RIVER ?

SEPTIC TANK:
 100 METRES FROM FLOOD LEVEL
 120 METRES TO THE RIVER
 TANK LOCATED UNDER THE EXISTING
 LAUNDRY NEXT EXISTING HOUSE

WATER TANKS:
 3 X TANKS
 10,000 GALLONS

FARM FORESTRY:
 SOUTH SIDE OF THE PROPERTY

RAINWATER:
 COLLECTED FROM HOUSE AND STUDIO
 CONNECTED TO 10000 GALLON TANKS
 STORAGE

SEWERAGE:
 6000 LITRE SEPTIC TANK
 AUSTRALIAN STANDARD
 INSTALLED TO EXISTING HOUSE

GREY WATER:
 COMPOSTING WORM TOILET
 2500 LITRE CAPACITY CONNECTED
 TO EFFLUENT LINES AND FARM FORESTRY

ACCESS PARKING:
 ALREADY ESTABLISHED DRIVE. BLUE STONE
 200MM AGGREGATE 50M2

SITE CUT:
 NO SITE CUT. HOUSE GROUND LEVEL IS 4M
 ABOVE LODDON RIVER LINE.

CAMPING SITE:
 ON RAISED GROUND.

LEGEND

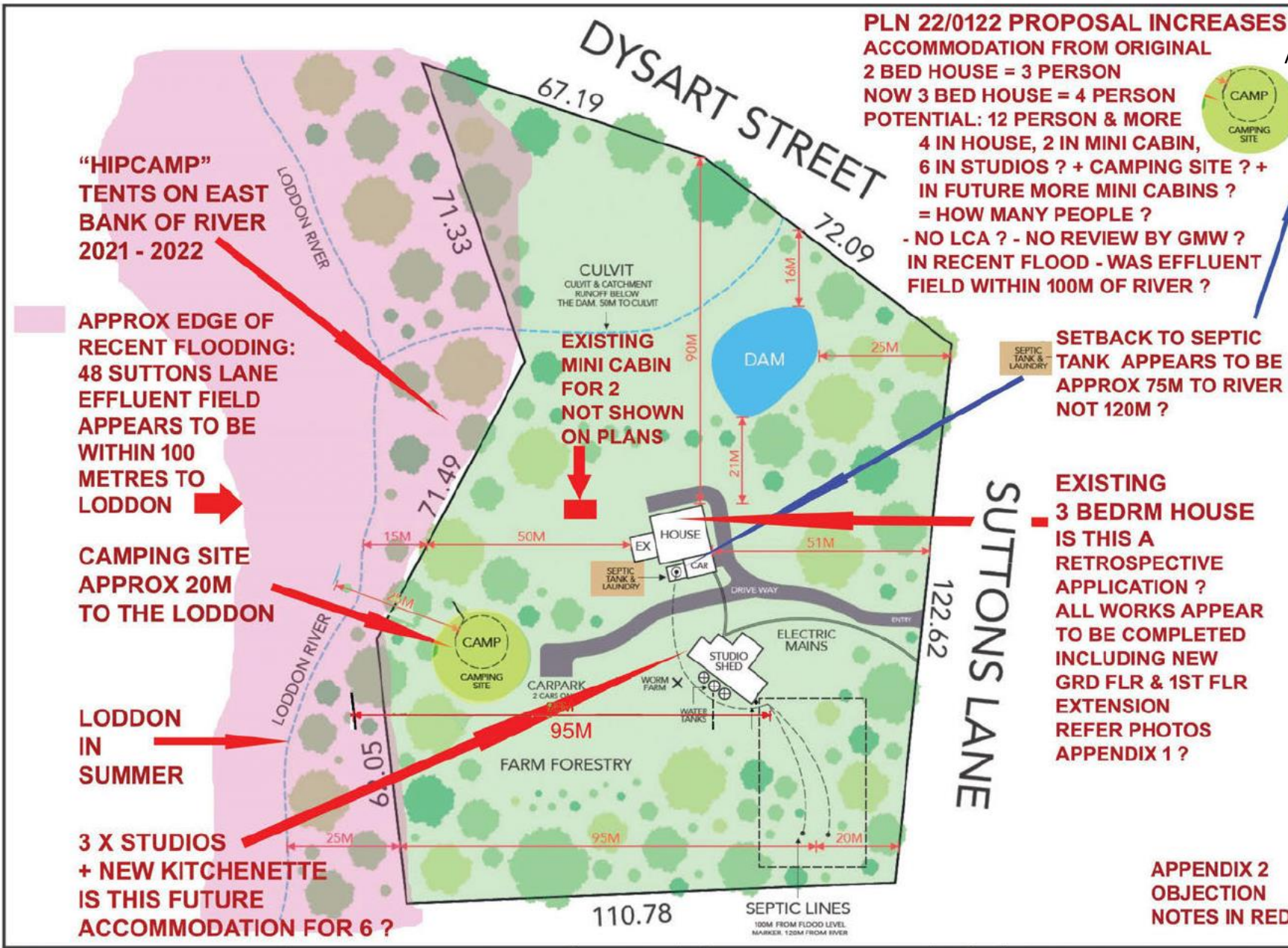
- SEPTIC LINES
- ==== MAINS POWER
- ⊕ WATER TANK
- ⊙ SEPTIC TANK
- ✕ WORM FARM

APPENDIX 2

SETBACK TO SEPTIC TANK APPEARS TO BE APPROX 75M TO RIVER NOT 120M ?

EXISTING 3 BEDRM HOUSE IS THIS A RETROSPECTIVE APPLICATION ? ALL WORKS APPEAR TO BE COMPLETED INCLUDING NEW GRD FLR & 1ST FLR EXTENSION REFER PHOTOS APPENDIX 1 ?

APPENDIX 2
OBJECTION
NOTES IN RED



"HIPCAMP" TENTS ON EAST BANK OF RIVER 2021 - 2022

APPROX EDGE OF RECENT FLOODING: 48 SUTTONS LANE EFFLUENT FIELD APPEARS TO BE WITHIN 100 METRES TO LODDON

CAMPING SITE APPROX 20M TO THE LODDON

LODDON IN SUMMER

3 X STUDIOS + NEW KITCHENETTE IS THIS FUTURE ACCOMMODATION FOR 6 ?

DYSART STREET

SUTTONS LANE

LODDON RIVER

DESIGNER
DC DESIGN

CLIENT
 [REDACTED]

SCALE BAR



PROJECT
 [REDACTED]
 48 SUTTONS LANE
 GLENLYON, VIC 3461

SCALE	PLOT DATE
FILE NAME	DRAWN APPROVED

PRELIMINARY ISSUE
 NOT FOR TENDER OR CONSTRUCTION

PROJECT NO.	DRAWING NO.	REV.
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NOTE:
 CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE PRIOR TO COMMENCING WORK AND ANY ANOMALIES SHALL BE REFERRED TO DESIGNER FOR CLARIFICATION

REV	DESCRIPTION	DATE	INIT

Jazmine Valley -Glenlyon/Daylesford Mini Cabin

★ 4.57 - 239 reviews · Glenlyon, Victoria, Australia

[Share](#) [Save](#)



Show all photos

Private room hosted by Garry

2 guests · 1 bedroom · 1 bed · 1 shared bath



Park for free

This is one of the few places in the area with free parking.



Every booking includes free protection from Host cancellations, listing inaccuracies and other issues like trouble checking in.

[Learn more](#)

On our doorstep is 5 acres of a grassland remnant valley, backing on to the Loddon River, the Wombat National Park, the Glenlyon Recreation reserve and General Store. Our listing invites you to enjoy and relax in our custom, rustic abode only 10 minutes from Daylesford and Hepburn Springs. Enjoy the accomodation and surrounds. Plenty to do or not to do. Soak in the tub or sit by the firepit. The Pod is heated with ducted heating. The outhouse is a rustic laundry and bathroom, shared by us...

[Show more >](#)

Add dates for prices

★ 4.57 - 239 reviews

CHECK-IN Add date	CHECKOUT Add date
GUESTS 1 guest	

Check availability

Enter dates and number of guests to check the total trip price, including additional fees and any taxes.

[Report this listing](#)

(/en-AU)

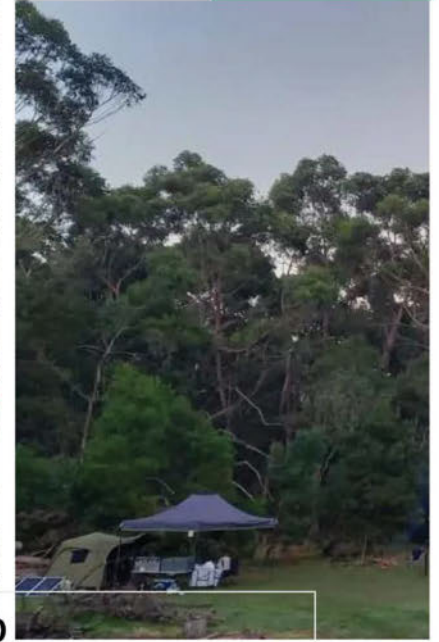
Search · Add dates · Add guests



Near me (/en-AU/discover) About

Log in Sign up

Start hosting (/host)



AU\$50

per night (4 guests)

Check in

Select date

Check out

Select date

Guests

4 Adults

2 nights minimum stay.

Instant book

Give \$10, get \$10 in return (/en-AU/)



Australia (/en-AU/discover/australia)

Victoria (/en-AU/discover/victoria)

Jazmi

Jazmine Valley - Camping

97% Recommend



Upload

Save to list



Hosted by Garry E. (/en-AU/u/garrye8bbfd9)

Garry has self-certified that Hipcamp's COVID-19 Safety Standards have been implemented at this listing. See what's being done here (<https://support.hipcamp.com/hc/en-us/articles/360043415632>).

Exclusive Privacy!! Book the space for yourself, family and friends. This I feel is the main purpose of Hipcamper. So you can have privacy, security and serenity. This is private property so you can leave your personables here while you venture out for the day to see the many local attractions.

Flat, grassy campsites backing on to the Loddon River, quiet and serene. **Read more...**

Campsite area




- Bring your own tents, vans and truck campers, trailers, RVs
- 2 sites
- Up to 10 guests per site
- Park at listing
- Wheelchair access

More details



Help

ATTACHMENT 10.1.3











Essentials

-  Toilet available
-  Pets allowed
-  Fire ban in effect

[More details](#)**Amenities**

-  Picnic table available
-  Wifi available
-  Laundry present
-  No potable water
-  No kitchen
-  No showers
-  Remove your rubbish

[More details](#)**Camping vehicle details**

- | | |
|--|--|
|  Generators allowed |  Pull-through site |
|  No electrical connection |  Max length 13.72 m |
|  No water connection |  Accommodates slideouts |
|  No sewage dump point |  Surface type: grass or field |
|  No TV connection |  Surface levelness: flat |

[More details](#)[Have a question? Send Garry a message!](#)**Details****Check in:** After 2PM**Check out:** Before 12PM**Cancellation policy:** Flexible**On arrival:** Go straight to camp**Minimum nights:** 2 nights**Accepts bookings:** 18 months out

You know what would make this trip even better?
 Take advantage of these offers available to add to your trip to Jazmine Valley - Camping



AU\$20

Firewood bundle

Start your trip off right with a bundle of firewood waiting for you at your c... [Read more](#)



Free

Rental

Pushbikes

Free mountain and female bikes



AU\$20

Experience

Djembe Drumming

African Djembe Drumming Circle



AU\$80

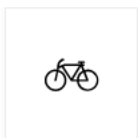
Experience

Cambodian/Thai inspired massage

\$80 per hour per guest. Mobile Massage from Property staff. Bookings essential.

Activities

Offered on the Host's property or nearby.



Biking



Boating



Fishing



Hiking



Paddling



Swimming



Wildlife watching

Terrain

Natural features you'll find at Jazmine Valley - Camping in Victoria.



Forest



Lake



Field



River, stream, or...



Swimming hole



Waterfall



Wetlands



Farm



Driveway

10 Reviews

Most recent

Search within reviews...

Tahni C. (en-AU/u/tahnic) recommends this listing. (Dispersed site) January 9th, 2022

(en-AU/u/tahnic) really beautiful land, the dam nearby was perfect for morning swims and the waterfall was also entertaining. Garry was a great host!

Helpful 0

Kate M. (en-AU/u/katem7394a0) recommends this listing. (Dispersed site)

(en-AU/u/katem7394a0) January 5th, 2022

The site had an abundance of birdlife, including a friendly rooster and some chickens. The owner was friendly and accommodating. The outhouse had a toilet and hot and cold running water over a bath which was handy. Camping on the cleared grassy area was best. This site is a great place to stay while exploring the whole area. We recommend a visit to the spa pump which is within walking distance and the general store for a great cup of coffee and orange syrup cake. Passing Cloud winery nearby has some great wine to try. A beautiful part of Victoria to explore. Thanks Garry.

Helpful 0

Thomas J. (en- recommends this (Dispersed

[AU/u/thomasj3b6860](#) listing. [site](#)
December 29th, 2021

ATTACHMENT 10.1.3

[/en-AU/u/thomasj3b6860](#) A nice site with beautiful views. Closish to the house but not an issue at all. Chickens would come and hang out every day and we even saw a couple of big kangaroos in the morning.

Helpful 0

Beautiful site

[/en-AU/u/melannie-and-mickw](#) [Melannie And Mick W. /en-AU/u/melannie-and-mickw](#) recommends this listing. [\(Dispersed site\)](#)
November 27th, 2021

Gary's site is gorgeous, big and open but with lots of trees for shade. It's a beautiful wildlife corridor with a huge range of birds that greet you in the morning. We absolutely loved it.

Helpful 0

[/en-AU/u/lauram0dafa9](#) [Laura M. /en-AU/u/lauram0dafa9](#) recommends this listing. [\(Dispersed site\)](#)
November 21st, 2021

Great place to stay, property owners residence is beside camp so not great for privacy but host is very accommodating.

Helpful 0

Happy camper

[/en-AU/u/mickcbcedda](#) [Mick C. /en-AU/u/mickcbcedda](#) recommends this listing. [\(Dispersed site\)](#)
November 20th, 2021

Loved our stay. Such a cozy campsite nestled in the gums. Garry a great host. The kids loved it. We'll be back!!

Helpful 0

We'll be back

[/en-AU/u/amandal273873](#) [Amanda L. /en-AU/u/amandal273873](#) has mixed feelings towards this listing. [\(Dispersed site\)](#)
September 27th, 2021

A great place to stay! Fantastic hosts and plenty to do. Perfect campfire and green setting right near the river and dam.

Helpful 0

Perfect all year round location

(/en-AU/u/heathercb2ec4b) **Heather C. (/en-AU/u/heathercb2ec4b)** recommends this (Dispersed listing. site) July 8th, 2021

What an absolute pleasure it was to visit this property. When we arrived it was freezing and raining so our setup was a challenge that's for sure. But our lovely host Garry graciously had a fire burning for our arrival which made all the difference in the world. What a beautiful location with all the native animals coming through camp it was a delight. Garry was never far away if we needed anything but also kept out of our way so that we have pure privacy. 100% recommend this site to anyone and we will back again for sure. Thanks Garry.

Helpful 0

Amazing stay—we'll be back!

(/en-AU/u/eleanoreg) **Eleanore G. (/en-AU/u/eleanoreg)** recommends this (Dispersed listing. site) July 3rd, 2021

We had the best time imaginable at this amazing campsite. The location was secluded and so beautiful, surrounded by trees, **wildlife**, a creek, and lots of firewood! Garry was a wonderful host, he greeted us on arrival and was very generous with offering firewood for us to use that was on the property and he helped us move the fire pit to suit our location. We hadn't camped properly before and this whole experience makes us want to do it all the time! We'll definitely be back. There is an outhouse at this location.

Helpful 0

[See all 10 reviews...](#)

Property	Jazmine Valley-Glenlyon/Dayles (/en-AU/discover/victoria/jazmine-valley-glenlyon-dayles)
State	Victoria (/en-AU/discover/victoria)
Country	Australia (/en-AU/discover/australia)

Reason(s) for the submission/objection -

1. Proximity of the land the subject of the application to the Loddon River

The subject land appears to slope down to the river from the buildings.

The plans submitted show that the current septic tank is approximately 65 metres from the Loddon River.

DWELP guidelines do not allow camping within 20 metres of a river nor do they allow the disposal of human effluent within 100 metres of a river.

The current septic system is totally inadequate for a development so close to a river.

Is the septic tank 6000 litres or 3000 litres? If the plumber is wrong his report is worthless.

There is either a planned worm farm or an existing one adjacent to the three studios to deal with effluent from the kitchenette (sic) and the bathroom.

Totally inadequate and inappropriate

A full LCA should be required - text message from plumber inadequate

It is to be noted that the recent flooding of the Loddon River caused the river to flow across the subject land.

2. How many people will be using the toilets in this redevelopment?

The plumber probably thought 4 people but a closer look at the application would indicate many more people may be going to use them.

Note "Camp site" on one plan. This property was advertised for camping last Summer on the Hip Camp site. It is my understanding that after reports were made to DWELP and the Hepburn Shire Council as to the inappropriateness and illegal nature of this activity the site was withdrawn from the Hip Camp site.

The owner now advertises on AirBnB that he has a small cabin for two available. It contains a double bed and simple cooking facilities and they share main house toilet.

He used to advertise a cabin for rent which appeared to be his house so where did he live when he had guests?

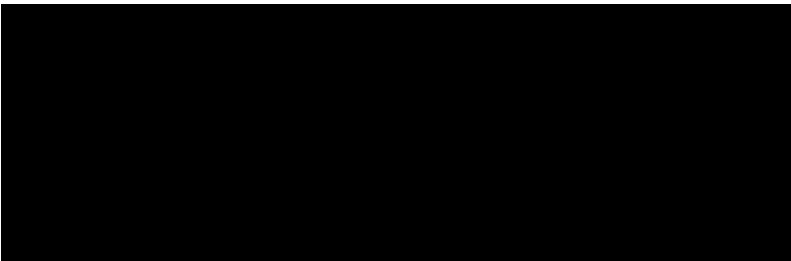
The building housing the so called studios is another house in disguise. It has all the accoutrements of a house except for toilet. There are three rooms, a kitchenette (sic) and a "Greenhouse" which is a bathroom without a toilet.

There is a "cinema room" and a "studio" in the house which may be could be let out in the future.

Possible numbers - 4 in main house; 4 in outbuilding with "studios"; 2 in the corrugated cabin advertised on AirBnB; any number of campers at the campsite. Could be well over 10 people at any one time using a 3000 litre basic septic system. !!!!

3. This house and its outbuildings is a non-conforming use and as a consequence no further development of the site should be allowed.

4. Bushfire Management Statement raises many matters of concern. This building is not designed to the new standards.





48 Suttons Lane Glenlyon - Planning Submission Objection

Please accept this as an objection to Planning Application PLN22/0122.



I urge Council Officers and Councillors to scrutinise this application.

My concerns are environmental and that this property has flaunted Council regulations in the past and this application seems to continue this practice.

It looks like much of this application is to retrospectively approve works already done. That should ring alarm bells.

Parts of the application pertaining to small cabins concerns me. This property was operating as a Hip Camp site last Summer. Some weekends there were between 20 and 30 campers there. Loud music continued well after 1am. Local residents had to resort to calling police after trying to speak to the owner was met with aggression.

This property is on the banks of the Loddon River. A site that has sustained considerable flood damage recently.

Hip Campers were supposed to use toilet facilities at the Glenlyon Reserve a few hundred metres from the campsite. After eating and drinking around a camp fire going to the reserve would be unlikely.

One review of the Hip Camp site mentioned using the house facilities.

Is the on site septic up to many extra people staying there?

Will this cabin be the first of many?

How will this be policed?

Is there a LCA for this application and if not, why not?

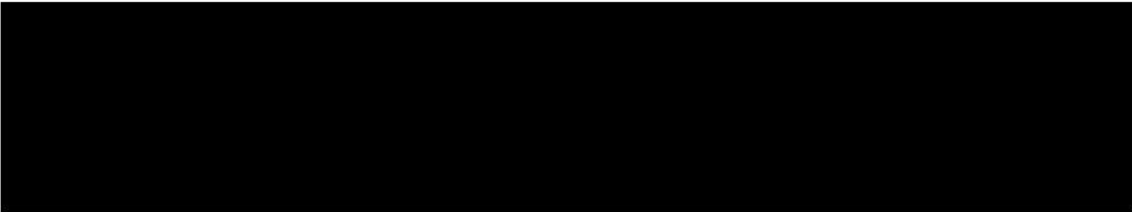
Thank you.



Objection to Planning Application PLN22/0122

I would like to object to this planning application.

This application requires scrutiny with regard to the lack of an LCA situated as it is so close to the Loddon River. This property was inundated during the recent flood which caused so much damage to the Glenlyon Reserve. It appears that there is an intention to provide more accommodation on this property so the capacity of the current waste water management system needs more than a plumber's OK as to its suitability.



Objection to Planning Permit Application PLN22/0122
48 Suttons Lane, Glenlyon

I wish to lodge an objection Planning Permit PLN22/01.

As a long term farming resident in Glenlyon I am concerned with protection of the local environment.

The following points are the grounds of my objection:

1. Farming Zoned land requires a minimum of 20Ha for dwelling construction. PA PLN22/0122 is a 1.8Ha site. If FZ minimum requirements are not enforced the decision provides a legal precedent to be exploited in support of further environmentally degrading projects in the region that do not meet the minimum 20Ha.
2. The application does not contain a Goulburn Murray Water assessment. If this application is to be considered, given its proximity to the Loddon River, this is particularly important given recent flooding. The potential for effluent contamination from a septic system designed to service a 2 bedroom home, is inadequate if residency increases. I will be contacting GMW regarding this matter.

One local plumber's assessment of a functioning septic system is inadequate. I am a Water Watcher with NCCMA and am acutely aware of potential effluent contamination in local creeks and the Loddon. A GMW survey is comprehensive, and given the site's location on the Loddon River any potential increase in resident numbers jeopardises the efficiency of the original system designed for less residents.

The site is flood prone and creeks and rivers have overflowed their banks throughout the Shire this year. On my property Kangaroo Creek went from 2m wide to 60m + wide. This is a critical variable and must be considered as the original septic system, sufficient for a 2 bedroom dwelling, is inadequate for any increase in usage, especially when it must be pumped uphill and is in close proximity to the flood prone riparian area along the Loddon River.

3. PLN22/0122 is for a new extension. I am confused as there is already a dwelling on site that matches the description in this current application. Is this an application for a second dwelling on the site or is it for the dwelling already constructed? Does this dwelling have a planning permit? If so, I am not sure as to what this application applies.

5. PLN22/0122 does not contain a Land Capability Assessment. If the site has an Environmental Significance Overlay this is required.

6. There is a camping site marked on the application. This is not clarified in the application. I have been unable to find reference in the application regarding the mini cabin which is marked on the application and advertised on AirBNB.

CONCLUSION

The increase in dwellings and occupancy along all waterways in the Shire presents a dangerous challenge to our community, and those further downstream, in coming years. Effluent contamination puts people and agriculture at risk, particularly with predicted future weather extremes.

Decisions made by Council can have long term negative consequences if not subjected to due processes to ensure our region maintains a healthy environment. I urge Council to reject this application and do as stated on your website:

[Hepburn Shire Council Plan 2021-25](#)(PDF, 5MB) commits to:

- Prioritising environmental management, protection and regeneration
- Protecting and regenerating the natural resources of the Shire including the soils, water and ecological systems from both current and future threats.



28 Sutton Lane.

I wish to lodge an objection to PLN22/0122 on the following grounds:

I object to the increase in a development along the banks of the Loddon River.

This is a riparian area, a wildlife corridor and any increase in septic effluent, human disturbance, unleashed dogs will destroy the integrity of the Council's website statement which states it supports biodiversity and environmental protection.

The land is less than 2Ha despite the 20Ha requirement for a dwelling permit on land zoned farming. To grant this permit creates a dangerous precedent for tree changers who wish to develop farming zoned land in Glenlyon.



Reason(s) for the submission/objection -

I request that Council rejects this application. This proposal appears to breach a number of planning and environmental guidelines which will lead to further environmental damage to this site and the Loddon River.

Others in the community will undoubtedly address other issues in more depth.

Is this a permit for new building/s or is it a retrospective permit to cover (illegal) works already done?

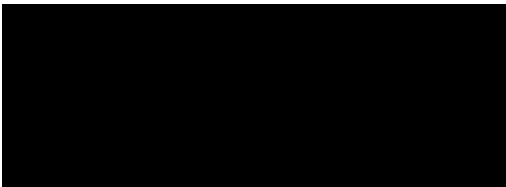
Has an LCA be carried out to determine the ability of the land to cope with a potentially high increase in occupants living/staying on site? This site is used for permanent residents, camping (byo toilet) via Hipcamp, and free-standing accommodation (basically a bedroom on wheels, with amenities shared with the owners) via Airbnb.

The land borders the Loddon River, and sits on a flood plain. Recent unprecedented flood events due to a changing climate show that there will be an increased risk of flooding, bringing with it the risk of effluent contamination directly into the Loddon River from this site.

Glenlyon has no infrastructure (eg reticulated water and sewage) and power supply is regularly intermittently outed. The latter especially is of concern regarding the pumping of effluent to the (uphill) septic system.

There is an inconsistency in documentation. Eg the size of the septic system - 3000 (page 2) or 6000 (page 22) litres? This is an important issue given that the current and planned business appears to be aiming for up to 12 people living on site, not including any campers.

Should this application not be scrutinised and reviewed carefully, there is a risk it will set a precedent for other poor site usage in other areas of Glenlyon. The poorly serviced township of Glenlyon is being inundated with land sales and new buildings without a proper structure plan in place.





cfa.vic.gov.au

Our patron, Her Excellency the Honourable Linda Dessau AC, Governor of Victoria

CFA Community Preparedness
8 Lakeside Drive Burwood East Vic 3151
Email: firesafetyreferrals@cfa.vic.gov.au

CFA Ref: 15000-77993-123724
Council Ref: PLN22/0122

28 October 2022

Town Planner
Hepburn Shire Council
PO BOX 21
DAYLESFORD VIC 3460
shire@hepburn.vic.gov.au

Dear Town Planner,

CONDITIONAL CONSENT TO THE GRANT OF A PERMIT

Application No: PLN22/0122
Site Address: 48 Suttons Lane, Glenlyon
Proposal: Extend dwelling and convert shed

I refer to correspondence dated 20 October 2022 seeking comments on the above application.

CFA, as a Referral Authority pursuant to Section 55 of the *Planning and Environment Act 1987* (Act) has considered and does not object to the grant of a permit for the above proposal subject to –

- Any mandatory conditions specified within the planning scheme; and
- The following conditions being included on any planning permit that may be issued.

– Start of Conditions –

1. Endorsement of Bushfire Management Plan

Before the development starts, the Bushfire Management Plan prepared by Regional Planning & Design Pty Ltd, Ref. No. 22.319, Version B, dated 10/10/2022 must be endorsed by the Responsible Authority. Once endorsed the plan must not be altered unless agreed to in writing by CFA and the Responsible Authority.

– End of Conditions –

Further Comments

- CFA requests that a copy of any permit and a copy of any notice given under section 64 or 65 of the Act be sent to CFA pursuant to section 66 of the Act.

If you wish to discuss this matter in more detail, please do not hesitate to contact Anthony Kacunic on 0429 105 701.

Yours sincerely,



Andrew Ganey
Bushfire Planning Advisor
Fire Risk, Research & Community Preparedness

cc: eyles_71@hotmail.com

TOWN PLANNING REFERRALS

ENGINEERING CONDITIONS

Application No : PLN22 - 0122
File : 200486P
Property No : 200486
Address of Land : 48 Suttons Lane, Glenlyon
Description : Extension of Dwelling

1. Stormwater Drainage

- All stormwater discharged from the subject land shall be connected to the legal point of discharge to the satisfaction of the Responsible Authority. No concentrated stormwater shall drain or discharge from the land to adjoining properties.
2. All works must construct and complete prior to commencement of use.
 3. All costs incurred in complying with the above conditions shall be borne by the permit holder.

Prepared by: Ashley Goad – Engineering Development Officer
Date: 20/10/2022

Doc code: 22/17754 Sect 55 2022-11-22
Your ref: PLN22/0122

22nd November 2022

Julie Brown
Planning Officer
Hepburn Shire Council
P.O. Box 21
DAYLESFORD VIC 3460

Dear Julie,

Application for Planning Permit, Extend dwelling to construct a third bedroom, convert shed to include kitchenette, 48 Suttons Lane Glenlyon.

We refer to your letter received 20th October 2022 and advise that in accordance with Section 56(1)(b) of the Planning and Environment Act, this Authority does not object to the granting of any permit that may issue.

Yours faithfully,



Casey Boucher
Senior Officer Planning

GMW Ref: PP-22-01268
Doc ID: A4576932

Hepburn Shire Council
Planning Department
shire@hepburn.vic.gov.au

17 February 2023

Dear Sir and/or Madam,

Planning Permit Application - Accommodation - Alterations & Additions to Dwelling and Conversion of Shed to include Kitchenette

Application No. PLN22/0122
Applicant: Garry Gerard Edwin Eyles
Location: 48 Suttons Lane GLENLYON VIC 3461
V 10432 F 629 Lot 1 Plan 420483J Glenlyon

Thank you for your letter and information received 20 February 2023 in accordance with Section 55 of the *Planning and Environment Act 1987*.

Goulburn-Murray Water's (GMW's) areas of interest are surface water and groundwater quality, use and disposal. GMW requires that development proposals do not impact detrimentally on GMW's infrastructure and the flow and quality of surface water and groundwater. Applicants must ensure that any required water supplies are available from an approved source.

The property is located in the Cairn Curran Special Water Catchment area. GMW understands the applicant is seeking planning permission for a dwelling extension, the extension will add an additional two bedrooms, increasing the dwelling from a two (2) to a four (4) bedroom (including cinema room) dwelling. GMW understands the conversion of shed is no longer apart of the application and will be decommissioned. There is Landon River to the west of the boundary a dam on the north of the property.

Based on the information provided and in accordance with Section 56 (b) of the *Planning and Environment Act 1987*, Goulburn-Murray Water has no objection to this planning permit being granted subject to the following conditions:

1. All construction and ongoing activities must be in accordance with sediment control principles outlined in 'Construction Techniques for Sediment Pollution Control' (EPA, 1991).
2. All wastewater from the dwelling must be treated to a standard of at least 20mg/L BOD and 30mg/L suspended solids using a package treatment plant or equivalent. The system must have a certificate of conformity issued by the Conformity



Assessment Body (or equivalent approval) and be installed, operated and maintained in accordance with the relevant Australian Standard and EPA Code of Practice.

3. All wastewater must be applied to land via pressure-compensating sub-surface irrigation installed along the contour.
4. The wastewater disposal area must be located at least: 100m from any waterways (including dams on a waterway), 40m from any drainage lines, 60m from any dams, and 20m from any bores. *Where wastewater is treated to at least a secondary standard, the distance may be reduced in accordance with the current EPA Code of Practice – Onsite Wastewater Management. However where possible setback distances must be maximised.
5. The wastewater disposal area must be kept free of stock, buildings, driveways, paths, car parking and service trenching and must be planted with appropriate vegetation to maximise its performance. Stormwater must be diverted away.
6. Stormwater run-off from buildings and other impervious surfaces must be dissipated as normal concentrated overland flow or directed to a storage tank or dam.
7. No buildings are to be located within 30m of any waterways or dams on waterways
8. The existing septic tank system must be decommissioned once the new system is installed and operational. All wastewater from the dwelling must be disposed of via connection to the new wastewater management system to the satisfaction of Council's Environmental Health Department.
9. The shed must not contain bedrooms (or rooms that could be used as bedrooms) or any facilities with the potential to produce wastewater, including toilets, kitchens or other food preparation facilities.

If you require further information please e-mail planning.referrals@gmwater.com.au or contact 1800 013 357.

Yours sincerely

Ranine McKenzie
STATUTORY PLANNING PARTNER
Per: Destiny-Joy Kelly

GARRY EYLES

**LAND CAPABILITY ASSESSMENT
FOR
ON-SITE WASTEWATER MANAGEMENT
AT
48 SUTTONS LANE, GLENLYON**

REPORT No. A221006

NOVEMBER 2022

By

Paul Williams, B.App.Sc.

Paul Williams & Associates Pty Ltd
CONSULTANTS IN THE EARTH SCIENCES

IMPORTANT NOTE

The land capability assessment report consists of this cover sheet, two written sections, four drawings and four appendices.

The report elements are not to be read or interpreted in isolation.

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**Major Factors Influencing the Likelihood of Consequential Impacts
of Primary On-Site Wastewater Management System**

APPENDIX C3

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APPENDIX D

Management Plan

ASSESSOR'S ACADEMIC & PROFESSIONAL QUALIFICATIONS

Paul Williams is the Director and principal earth scientist at Paul Williams & Associates Pty Ltd. He has a Bachelors Degree in Applied Science (Geology and Land Use) (awarded in 1978) and has since specialised in vadose zone hydrology, soil science and engineering geology.

All fieldwork and analyses are undertaken by, or directly supervised by Paul Williams.

ASSESSOR'S PROFESSIONAL INDEMNITY INSURANCE

Policy Number:	NPP-13384
Period of Cover:	14/2/2022 – 14/2/2023
Geographical Coverage:	Worldwide (excluding U.S.A.)
Retro-active Date:	Unlimited
Limit of Indemnity:	\$4,000,000
Underwriting Company:	Certain Underwriters at Lloyd's

EXECUTIVE SUMMARY

The proposed development at 48 Suttons Lane, Glenlyon, is suitable for sustainable on-site effluent disposal.

The site is 1.82 hectares, is zoned Farming and is located in the Cairn Curran Special Water Supply Catchment.

It is proposed to extend a 2-bedroom (equivalent) residence to a 4-bedroom residence, as shown in Drawing 2.

The existing residence is serviced by a septic tank and trench disposal system.

It is proposed to upgrade the onsite system to an AWTS and pressure compensated subsurface irrigation.

For the proposed development the available area is not limiting and increases in effluent volume above the design daily flows are possible.

Table 1
Description of Development

Parameter	Site specific element
SPI Number	1\PS420483
Property Address	48 Suttons Lane, Glenlyon
Owner	Garry Eyles
Contact	Garry Eyles 0424 564 234 eyles_71@hotmail.com
Locality	Glenlyon
Zoning and Overlays	Farming and ESO (Cairn Curran)
Area	1.82 hectares.
Usable Lot Area	100% LAA extension available.
Soil Texture	Type 4 (loam) over Type 5/6 (dispersive light clay).
Soil Depth	0.85 (locally) and 1.4m+.
Soil Structure	Weakly to moderately structured.
Soil Constraints	Moderate ksat, low swelling clays, dispersive subsoil.
Permeability	0.06 after renovation.
Slope	7% to 9%, generally.
Distance to Surface Waters	100m (minimum) to surface waters (Loddon River).
Water Supply	Mains equivalent (assumed for design purposes).
Wastewater Load	Domestic: Up to 750 litres (load-balanced).
Availability of Sewer	Not available

The assessment has been made in the context of prioritising public and environmental health with a design compromise between rational wastewater reuse and sustainable wastewater disposal.

Our field testing which included soil profile logging and sampling, a differential level survey, laboratory testing and subsequent reporting including water and nutrient balance modelling and risk assessment has revealed that on-site effluent disposal is rational and sustainable.

For the proposed residence, effluent shall be treated to at least the 20/30 standard and distributed by subsurface irrigation utilising the processes of evapotranspiration and deep seepage.

The irrigation area has been determined for the 9th decile wet year and satisfies the requirements of *the Environment Protection Act, 2017, as amended*, in that the effluent irrigation system cannot have any detrimental impact on the beneficial use of surface waters or groundwater.

With regard to density of development and cumulative risk the assessment has considered risk associated with subsurface flows and surface flows.

ATTACHMENT 10.1.5

In regard to subsurface flows, it is clear that provided the on-site system is adequately designed, constructed, operated and maintained the risk to surface and ground waters is negligible. Once the effluent is placed underground, the extraordinary long travel times via ground water to surface waters ensures adequate nutrient attenuation.

In regard to surface flows, it is clear that provided the on-site system is adequately designed, constructed, operated and maintained, the risk to surface and ground waters is no greater than for a sewer development.

For the proposed development the available area is not limiting and there is sufficient available area for expansion or duplication of the effluent areas.

Cumulative risk from the development is extremely low. The risk of serious or irreversible damage is extremely low. All requirements of *the Environment Protection Act, 2017, as amended* can be met.

Where risk is defined as the product of consequences and frequency, the risk can be reduced to negligible levels if effluent is treated to a secondary level and disposed via pressure compensated subsurface irrigation, as described in Section 2 of the land capability assessment.

The combined risk number for this site **4.8 (Medium Risk) with limiting factors for trenches.**

For domestic effluent, onsite disposal requires AWTS or sand filter with pressure compensated subsurface irrigation and load balancing facility/function.

The LCA recommends a conservative, scientifically based, well founded wastewater management system with inherent multiple barriers of safety.

Upgrading the existing system represents a significant environmental improvement.

Cumulative risk from the development is extremely low. The risk of serious or irreversible damage is extremely low.

All requirements of *the Environment Protection Act, 2017, as amended* can be met.

**LAND CAPABILITY ASSESSMENT
FOR
ON-SITE WASTEWATER MANAGEMENT
AT
48 SUTTONS LANE, GLENLYON**

SECTION 1. SITE INVESTIGATION

1.1 INTRODUCTION

On instruction from the landowner, an investigation was undertaken to assess land capability for on-site effluent disposal for a residence at 48 Suttons Lane, Glenlyon.

The site is 1.82 hectares, is zoned Farming and is located in the Cairn Curran Special Water Supply Catchment.

It is proposed to extend a 2-bedroom (equivalent) residence to a 4-bedroom residence, as shown in Drawing 2.

The existing residence is serviced by a septic tank and trench disposal system.

It is proposed to upgrade the onsite system to an AWTs and pressure compensated subsurface irrigation.

The assessment has been made in the context of prioritising public and environmental health.

1.2 INVESTIGATION METHOD

The site investigation was carried out in accordance with *Environment Protection Act 2017 (as amended)* and relevant subordinate documents. This report has been guided by *Code of Practice - Onsite Wastewater Management, E.P.A. Publication 891.4, July 2016*, the *Hepburn Shire Domestic Wastewater Management Plan, AS/NZS 1547:2012*, *Approaches for Risk Analysis of Development with On-site Wastewater Disposal in Open, Potable Water Catchments*, Dr Robert Edis, April 2014, *Guidelines for Wastewater Irrigation*, E.P.A. Publication 168, April 1991, AS 2223, AS 1726, AS 1289, AS 2870 and *Australian Laboratory Handbook of Soil and Water Chemical Methods*.

Our capability assessment involved the mapping of unique land-soil unit(s) which were defined in terms of significant attributes including; climate, slope, aspect, vegetation, soil profile characteristics (including colloid stability, soil reaction trend and electrical conductivity), depth to rock, proximity to surface waters and escarpments, transient soil moisture characteristics and hydraulic conductivity.

Exploratory boreholes were push-tubed and sampled in conjunction with a series of constant head tests (subsequently aborted).

Water and nutrient balance analyses were based on the mean wet year and 9th decile wet year rainfall for Daylesford and mean evaporation data for Creswick and were undertaken with guidance from *Guidelines for Wastewater Irrigation, E.P.A. Publication 168, April 1991 (Part)*, AS/NZS 1547:2012 and in-house methods.

The rainfall and evaporation data were obtained from the National Climate Centre, Bureau of Meteorology. The data was subsequently analysed and applied to our water and nutrient balance analyses. The results of the water and nutrient balance analyses are given in Appendix B, to this report.

1.3 CAPABILITY ASSESSMENT

We have used the attributes determined by the investigation to define one (1) land-soil unit, as follows:-

1.3.1 Land-Soil Unit A. This land-soil unit consists of gently sloping terrain, as shown in Drawing 2 and Figure 1.

The salient land-soil attributes and constraints are summarised in Appendix C.

1.3.1.1 Climate. The general area receives a mean annual rainfall of 877mm, a 9th decile annual rainfall of 1114 and a mean annual evaporation of 1168mm. Mean rainfall exceeds the mean evaporation in April through September (i.e., for 6 months).

Rainfall and evaporation data are presented in Appendix B, to this report.

1.3.1.2 Slope and Aspect. The unit (land application area) slopes to the west at between 7% and 9%, shown in Drawing 2.

The unit is exposed to the prevailing winds and will be exposed to partial shade from nearby trees, as shown in Figure 1 and Drawing 2.

1.3.1.3 Vegetation and Land Use. The unit is vegetated with moderate grasses and semi-mature and mature (mainly) *Eucalyptus* species, as shown in Figure 1.

The land is currently used for domestic purposes.

For use in the water and nutrient balance we have used water and nitrogen uptake estimates representative of dense grass equivalent to a rye/clover mix, under conditions of partial shade, as shown in Appendix B.

1.3.1.4. Slope Stability. For the encountered subsurface conditions, slope degree and geometry and for the proposed range of hydraulic loadings, the stability of the natural ground slopes are unlikely to be compromised.

1.3.1.5 Subsurface Profile. The following interpretation of the general subsurface profile assumes conditions similar to those encountered in the boreholes are typical of the investigation area.

Note: If subsurface conditions substantially different from those encountered in the investigation are encountered during soil renovation works, all work should cease, and this office notified immediately.

1.3.1.5 Subsurface Profile. The unit is underlain by residual materials formed on metasedimentary rocks of Ordovician Age.

The general subsurface profile consists of:-

- A topsoil (A-horizon) layer of grey-brown, wet, loose to medium dense sandy silt with some clay of low plasticity, with a soil reaction trend of 5.5 to 5.6 pH, electrical conductivity of 0.25 to 0.28 dS/m with clay content increasing with depth and containing a root mat and root zone, to depths of 0.2m, overlying,
- A residual soil (B₁-horizon) layer of light grey-brown, moist to wet, poorly structured, dispersive and non-dispersive and thixotropic silty clay of low plasticity (light clay), with a soil reaction trend of 5.8 to 6.1 pH, electrical conductivity of 0.26 to 0.29 dS/m and free swell^a of zero to 10%, to depths of 0.3 to 0.4m, overlying,
- A residual soil (B₂-horizon) layer of brown and yellow-grey-brown, moist, poorly structured, dispersive and non-dispersive silty clay and sandy clay of low plasticity (light clay), with a soil reaction trend of 5.9 to 7.0 pH, electrical conductivity of 0.28 to 0.37 dS/m and free swell of 10%, containing highly weathered siltstone fragments, to depths of 0.85 to at least 1.4m, and locally deeper, overlying,
- Highly and less weathered, highly fractured siltstone and sandstone rock.

^a After Holtz (measures swell potential of fraction passing 450 micron sieve)

The metasedimentary rocks in this area consist of steeply dipping, alternating hard and soft layers. Variable composition and rock mass defect character coupled with the vagaries of time and weathering often result in highly variable vertical and areal thickness of residual materials.

1.3.1.6 Soil Permeability. The *in-situ* permeability tests were scheduled for 13 November 2022.

The *in-situ* permeability tests were not attempted due to free water in the topsoil and upper residual soil horizons.

The free water was from recent and prolonged heavy rainfall.

A conservative estimate of permeability has been deduced as follows (see Code 3.6.1):-

Profile analysis in accordance with AS/NZS 1547:2012 and our permeability data base shows the residual clay soils (and clay fractions) to be non-dispersive and dispersive with saturated hydraulic conductivity less than 0.06m/day.

Similar dispersive soils (including on nearby allotments) have responded positively (with sufficiently improved hydraulic capability) following applications of gypsum.

For the limiting poorly-structured clay and clayey soils and assuming renovation by gypsum application we have adopted an estimated and conservative design saturated hydraulic conductivity of 0.060m/day.

1.3.1.7 Basement Rock Permeability. From the literature and from examination of rock profiles and rock mass defect character in the vicinity, the hydraulic conductivity of the basement rocks would be in excess of 0.05m/day and up to 1m/day (adopt 1m/day for buffer design).

1.3.1.8 Colloid Stability. The results of the Emerson Crumb Tests, Dispersion Index tests and observations of discolouration of water in the boreholes indicate that the soil materials are non-dispersive and dispersive.

Free swell tests indicate that the clay fractions of the residual materials have a low shrink-swell potential.

The electrical conductivity was determined for the A and B horizons using a 1:5 soil/water extract and converted to EC (saturation extract).

The determined electrical conductivity (EC_{se}) ranged from 0.25 to 0.37 dS/m, while Exchangeable Sodium Percentage is estimated by deduction to be less than 10%.

Soil reaction trend ranged from 5.5 pH to 7.0 pH which is within the expected normal range.

Dispersion index was zero to 9 for all horizons.

Gypsum requirement is less than 10 tons/hectare.

Assuming design, construction, operation and maintenance of the on-site effluent systems are in accordance with the recommendations contained in this report, we can conclude that there is a low salting potential with high colloid stability after the addition of gypsum.

1.3.1.9 AS1547:2012 Soil Classification. In accordance with AS/NZS1547:2012 the residual materials can be classified as Type 6 soils (dispersive light clays).

After allocating proportional vertical and lateral flows and allowing for the potential for perched water mounding, we have adopted a deep seepage rate of 5.5mm for secondary effluent.

1.3.1.11 Surface Drainage. Site surface drainage is to the west, as shown in Drawing 2. The nearest surface waters are the Loddon River, located at least 100 metres distant of the proposed effluent fields.

The proposed effluent areas cannot impact on any surface waters.

1.3.1.12 Groundwater. No potentiometric groundwater was encountered in any of the boreholes.

There are no groundwater bores within a significant distance (100m+).

The Victorian groundwater database indicates that groundwater is at least 10 metres of the surface and is of moderate yield and moderate quality (500 to 1,000 mg/litre TDS) with beneficial use including domestic.

1.3.1.13 Nutrient Attenuation. Clay soils (as found on this site) can fix large amounts of phosphorous. Phosphate-rich effluent seeping through these soils will lose most of the phosphorous within a few metres.

The limiting nutrient for this site is nitrogen. No phosphorous balance is required.

Nitrogen, contained in organic compounds and ammonia, forms nitrate-N and small amounts of nitrite-N when processed in an aerated treatment plant. Several processes affect nitrogen levels within soil after irrigation. Alternate periods of wetting and drying with the presence of organic matter promotes reduction to nitrogen gas (denitrification). Plant roots absorb nitrates at varying rates depending on the plant species, however nitrate is highly mobile, readily leached, and can enter groundwater via deep seepage and surface waters via overland flow and near-surface lateral flow.

Based on the water and nutrient balance, and assuming 30mg/litre N in the effluent, a denitrification rate of 20%, with N uptake of 220 kg/ha/year for an established grass cover of a rye/clover equivalent, a conservative estimate can be made of the nitrogen content in the deep seepage and lateral flow.

Without taking into account further expected denitrification below the root zone and in the groundwater (reported to be in the vicinity of 80%), denitrification in the lateral flow (external to the effluent areas but within the curtilage of the allotment) and plant uptake in the lateral flow, the effluent loading rate should not exceed 2.5mm/day.

On-site effluent disposal systems designed, constructed, operated and maintained in accordance with the following recommendations cannot adversely impact on the beneficial use of surface waters and groundwater in the area.

1.4 RISK MANAGEMENT & MITIGATION

The *Environment Protection Act 2017*, as amended requires that the site be assessed on a risk-weighted basis and that cumulative impacts be considered.

Current Ministerial Guidelines require that density of onsite systems and cumulative effects be considered. In accordance with the risk assessment analysis contained in Appendix C, to this report, the combined risk number for this site is **4.8 (Medium Risk) with limiting factors for trenches.**^b

The Guidelines (significantly) do not differentiate between pressure compensated subsurface irrigation of 20/30 standard effluent and trench disposal of septic effluent (nor do they differentiate between senescent and failed systems and new systems). While multiple septic trench systems can simultaneously fail (i.e., produce contaminated surface flows due to exceeding trench storage capacity) typically during periods of prolonged high and/or episodic rainfall, the same is not true of subsurface irrigation systems (see 1.4.8, below).

While it may be reasonable to accept the onsite system-density requirement of Ministerial Guidelines of less than 1/40 hectares for septic trench systems, it is not logical to include subsurface irrigation systems.

Insertion of properly designed, constructed and (reasonably) maintained^c subsurface irrigation systems would reduce the risk to the integrity of the Cairn Curran Reservoir water supply to negligible levels.

For potable water supply catchments, a multiple barrier approach is recommended by the ADWQG (2006), as amended. The *Environment Protection Act 2017*, as amended requires that the proposal be assessed on a risk-weighted basis.

^b Source: *Approaches for Risk Analysis of Development with On-site Wastewater Disposal in Open, Potable Water Catchments* (Dr Robert Edis April 2014)

^c Except for gross negligence, rudimentary maintenance would ensure that "failure" would be restricted to transient reductions in quality of effluent which would continue to be transferred to the subsoil. Potentially "dangerous" contaminated surface flow cannot occur (see 1.4.8, below) while amelioration of contaminants (and this is also true for septic effluent) will continue over the extraordinarily large flow paths and travel times controlled by the regional/local hydraulic gradients (see 1.4.11, below).

A multiple risk reduction approach is used in assessing this development, with components listed below:

1.4.1 Water Usage. With respect to daily effluent production, the system is oversized. Current best practice allows for a (maximum) daily load-balanced effluent flow of 750 litres. Design usage estimates are as per *Code of Practice - Onsite Wastewater Management, E.P.A. Publication 891.4, July 2016.*

1.4.2 Secondary Treatment. The LCA recommends AWTs and sand filters. These systems generate a much higher quality of effluent than septic systems.

1.4.3 Block Size. Many under-performing effluent fields are placed on blocks where area is limited. Limited area can lead to inadequately sized or inappropriately placed effluent fields and a lack of options should the daily effluent volumes increase.

In the subject site and for the proposed waste flows, size is not a constraining factor.

1.4.4 Management Plan. Historically, inadequate maintenance has played a major part in the failure of onsite effluent disposal systems. There is a management plan within the LCA (see Appendix C). This plan gives guidance on the implementation of mandatory operation, maintenance and inspection procedures.

1.4.5 Sizing of Treatment Systems. No specific proprietary treatment plant is recommended, however treatment plants or sand filters must have current JAS/ANZ accreditation or interim EPA approval, which match effluent volumes with plant capacity.

1.4.6 Load Balancing. Surge flows are possible due to extended home-stay by relatives/friends, parties etc. Under these conditions the systems may become overwhelmed for a period. This potential problem can be eliminated by installing a plant with a load balancing facility (or equivalent function) which enables short-term storage and sustainable flows to the distribution area over extended time. The load balancing facility also provides temporary storage should the plant fail or if there is a power outage.

1.4.7 Zoned Dosing. The LCA stipulates that the effluent area is (automatically) irrigated sequentially by zones or time to promote the creation of transient aerobic and anaerobic soil conditions.

The effluent field is sized conservatively for nitrogen attenuation, using pasture grass (rye/clover eq mix), which has a nitrogen uptake of 220 kg/ha/year. Zoned dosing will increase the efficiency of the field for removing nitrogen from the soil.

Undersized effluent fields are at risk of becoming anaerobic for long periods, with the risk of microbial build-up. This leads to secretion of microbial polysaccharides, which coat soil particles and restrict the ability of the soil to adsorb nutrients and attenuate pathogens. Polysaccharides can also coat the interior of pipes and block drainage holes if drainage is slow due to the field being overloaded with effluent. This can lead to effluent surcharge from the ends of the drainage pipes, forming preferential flow paths through overlying soil and draining overland to nearby surface waters.

The alternating aerobic and anaerobic conditions created by zoned dosing prevent the build-up of microbial polysaccharides, and ensures efficient renovation of effluent.

1.4.8 Pressure Compensated Subsurface Disposal. Conservatively sized irrigation areas with pressure compensated subsurface disposal and zoned dosing deliver effluent directly into the soil. Under saturated conditions, water flow is downwards in the direction of maximum hydraulic gradient. For a surface flow containing effluent to occur, the effluent would have to rise, *against gravity*, through at least 100mm of soil. Under unsaturated conditions, water flow is multi-directional due to capillary forces and matrix suction. The atmosphere provides a capillary break with capillary forces and matrix suction reducing to zero at the air/soil interface. Gravitational forces outweigh the capillary forces and matrix suction long before the surface is reached. Hence, any surface flow from the effluent area cannot contain any effluent, regardless of the intensity and duration of rain events. Surface flow can only consist of **rainfall** in excess of soil storage capacity and hydraulic conductivity.

Note: For a pressure compensated distribution network to function properly, lines must be placed parallel to contours and/or horizontal for even effluent distribution.

1.4.9 Oversized Effluent Areas. Design effluent areas are oversized. They have been designed for a continuous design daily hydraulic load. The design daily hydraulic load is conservative and seldom continuous.

1.4.10 Reserve Areas. Although reserve areas are not required for subsurface irrigation (*Code of Practice, 2016*), 50% extension to the land application area can be accommodated on this site. This constitutes an additional barrier of safety.

The reserve area is a spare effluent field, which is left undeveloped, but can be commissioned in the case of increase in daily effluent production due to contingencies through the chain of ownership.

1.4.8 Buffer Distances. Buffer distances are set out in the *Code of Practice* to allow for attenuation of pathogens and nutrients, should an effluent surcharge occur, either overland or subsurface.

The effluent areas are located at least 50m from any surface waters.

The time taken for groundwater to reach the nearest surface waters can be estimated by using the Darcy equation (which states that velocity is the product of the hydraulic conductivity and the hydraulic gradient).

From the literature, the regional gradient is less than 0.005.

Flow times can be estimated for groundwater to flow the 100m (minimum) to the nearest surface waters at this site.

For a conservative basement hydraulic conductivity of 1m/day^d with a hydraulic gradient of 0.005, the time taken for groundwater to flow a distance of 100m is over 50 years.

For perched groundwater flows in the topsoil (estimated hydraulic conductivity of 0.5m/day) with a hydraulic gradient equivalent to the ground slope (max downslope grade of 9%), the time taken for perched groundwater to flow a distance of 100m is more than 5 years and assumes no evapotranspiration.

For a surface effluent discharge on a 9% slope and for the prevailing soil hydraulic characteristics, the estimated maximum travel distance of effluent (before reabsorption) is less than 10m^e.

The stipulated buffer distances are in accordance with the recommendations of the Code of Practice.

1.4.12 System Failure. A properly designed and constructed onsite effluent system consisting of the treatment plant and the irrigation area can suffer degrees of failure.

Failure can take the form of mechanical (plant), accidental (toilet blockages, damaged irrigation lines, high BOD influent), operational (power outage, overloading) and maintenance (failure to check filters, failure to participate in maintenance programme).

1.4.12.1 Mechanical Breakdown. Mechanical plant breakdown typically involves compressor and pump malfunction causing no aeration and high-water levels, respectively. Both of these situations are alarmed (both audible and visual). The proposed plants will benefit from a service contract providing 24-hour repair cycles. If the alarms were ignored (or malfunctioned) and the establishment continued to produce waste until the load balancing tank and plant capacities were exceeded (at least 5 days), a mixture of septic and raw effluent would back up to the interior of the toilet area and/or surcharge through the plant hatches. It is difficult to imagine how this outcome could be allowed to manifest. In addition, a plant malfunction with the occupants absent could not cause an effluent surcharge because no influent would be produced during this period.

1.4.12.2 Accidents. Toilet blockages and accidentally damaged irrigation lines could allow localised surface surcharge of treated effluent. This is why minimum buffers to surface waters have been maintained. High BOD influent (e.g., dairy or orange juice) can realise a lesser quality than 20/30 standard for some weeks. Provided the high BOD influent is not continuous, the soils will continue to satisfactorily renovate the effluent.

^d This is a conservatively high figure to demonstrate maximum possible flow rates. A conservatively low figure was used for calculation of effluent application rates (see recommendations) to demonstrate irrigation sustainability.

^e Source: *Approaches for Risk Analysis of Development with On-site Wastewater Disposal in Open, Potable Water Catchments* (Dr Robert Edis April 2014).

1.4.12.3 Operational Breakdown. Operational failures including power outages and transient hydraulic overloading are accommodated by the load balancing facility, as described in Section 1.4.6, above.

1.4.12.4 Maintenance Breakdown. Maintenance breakdowns such as failure to clean line filters can lead to expensive pump repairs and in extreme cases leakage (of 20/30 standard effluent) from the outlet pipe. This leakage would occur in proximity to the dwellings, stables and kennels and would be noticed and acted on.

Refusal to participate in the management programme would be acted on by the responsible authority within one maintenance cycle.

AWTS and pumped systems have mechanical components which can malfunction and will age. The management plan including the maintenance and monitoring programmes are essential to ensure safe onsite effluent disposal.

1.4.13 Risk Summary. With regard to density of development and cumulative risk the assessment has considered risk associated with subsurface flows and surface flows.

In regard to subsurface flows, it is clear that provided the on-site system is adequately designed, constructed, operated and maintained (see items 1.4.1 through 1.4.12.4), the risk to surface and ground waters is negligible. Once the effluent is placed underground, the extraordinary long travel times via ground water to surface waters ensures adequate nutrient attenuation.

In regard to surface flows, it is clear that provided the on-site system is adequately designed, constructed, operated and maintained (see items 1.4.1 through 1.4.12.4), the risk to surface and ground waters is no greater than for a sewered development. Indeed, it could be considered that the risk is less than for a sewered development because there can be no mains failure (because there is no mains).

The LCA recommends a conservative, scientifically based, well founded wastewater management system with inherent multiple barriers of safety. Cumulative risk from the development is also extremely low. The risk of serious or irreversible damage is extremely low.

All requirements of the *Environment Protection Act 2017*, as amended have been met.



Figure 1: Land-soil unit A: (proposed land application area), viewed from north to south.

SECTION 2. RECOMMENDATIONS

2.1 APPLICATION

The following recommendations are based on the results of our assessment, and are made in accordance with *Environment Protection Act 2017 (as amended)*, the *Code of Practice - Onsite Wastewater Management*, E.P.A. Publication 891.4, July 2016, *AS 1726*, and *AS/NZS 1547:2012*.

They are based on the mean saturated hydraulic conductivity of the limiting clay materials and are designed to demonstrate the viability of on-site effluent disposal for a 4-bedroom residence and a daily total load-balanced effluent production of up to 750 litres and are considered to be conservative.

2.2 SUBSURFACE IRRIGATION

2.2.1 General. Based on the results of the water balance analysis and considering the prevailing surficial and subsurface conditions including soil profile thickness and slope and on condition that adequate site drainage is provided (as described in Section 2.4, below), on-site irrigation systems are appropriate for effluent disposal for land-soil unit A.

2.2.2 Effluent. Effluent will be generated from a residence and will include black and grey water (all wastes).

2.2.2.1 Effluent Quality. Effluent shall be treated (by AWTS or sand filter) to a standard that meets or exceeds the water quality requirements of the 20/30 standard for BOD/SS.

An AWTS must be connected to grid power and must operate continuously.

Where a sand filter is used for treatment, the sump pump can use off-grid power provided it is connected to a back-up generator which will operate automatically, on demand.

2.2.2.2 Effluent Quantity. The daily effluent volume of 750 litres has been calculated from *Code of Practice - Onsite Wastewater Management*, E.P.A. Publication 891.4, July 2016, Table 4 and assumes mains water (equivalent) and WELS-rated water-reduction fixtures and fittings – minimum 4 Stars for dual-flush toilets, aerator taps, flow/pressure control valves and minimum 3 Stars for all appliances.

2.2.2.3 Load Balancing. Transient hydraulic loads in excess of the expected daily load may occur (e.g., holidays, entertaining, overnight guests etc). In addition, and in the case of power outages and/or mechanical breakdown, the load balancing tank/facility can act as a temporary storage.

2.2.3 Application Rates and Irrigation Areas. Irrigation area and application rate have been determined from the results of the water and nutrient balance analyses and *AS/NZS 1547:2012, Appendix M*.

2.2.3.1 Hydraulic Loading. To satisfy the requirement for no surface discharge in the mean wet year, effluent shall be applied at an application rate not exceeding 1.9mm/day.

2.2.3.2 Nutrient Loading. The requirements of *The Environment Protection Act, 2017, as amended* would be satisfied with effluent applied at an application rate not exceeding 2.5mm/day.

2.2.3.3 Design Loading. To satisfy the requirement for no surface discharge in the 9th decile wet year and attenuation of nutrients, effluent shall be applied at an application rate not exceeding 1.9mm/day.

2.2.4 General Requirements. For subsurface irrigation, it is assumed that the design, construction, operation and maintenance are carried out in accordance with *AS/NZS1547:2012* and a “system specific” JAS/ANZ accreditation or interim EPA approval, as appropriate.

The irrigation area is to be a dedicated area. To prevent stock and vehicular movements over the area, the effluent area shall be “fenced”.

2.2.5 Subsurface Distribution System. A distribution network design similar to that shown in *AS/NZS1547:2012, Figure M1* is appropriate.

2.2.5.1 Ground Preparation and Excavations. Preparation of the ground is to include the smoothing of the land application surface by the redistribution of topsoil.

Pipe excavations shall only be undertaken in drier periods when soil moisture contents are relatively low and when heavy rainfall and storms are not normally expected.

2.2.5.2 Pump System and Pipe works. Uniform delivery pressure of the effluent throughout the distribution system is essential. Percolation or drip rates shall not vary by more than 10% from the design rate over the whole of the system (i.e., pressure compensated).

The distribution pipes shall be placed coincident with slope contours. The dripper system is to provide an effective even distribution of effluent over the whole of the design area. Line spacing shall be no closer than 1000mm.

2.2.6 Sequential Zoned Irrigation. The efficiency of irrigation effluent disposal systems can be highly variable. We recommend that as part of the daily irrigation process, the effluent area be irrigated sequentially by zones or time to promote the creation of transient aerobic and anaerobic soil conditions.

The inspection regime described in Section 2.2.7, below, is to be strictly adhered to.

2.2.7 Inspections and Monitoring. We recommend that the mandatory testing and reporting as described in the *Code of Practice - Onsite Wastewater Management*, E.P.A. Publication 891.4, July 2016, include an annual (post spring) report on the functioning and integrity of the distribution system and on the functioning and integrity of the cut-off drains and outfall areas.

It is expected that the frequency of inspections and monitoring will intensify as systems age.

2.2.8 Soil Renovation. To maintain water-stable peds (under irrigation with saline effluent), soil renovation in the form of gypsum application is recommended. Prior to construction of the irrigation network, gypsum shall be broadcast over the effluent area at the rate of 0.25kg/m².

Following excavation of the irrigation pipe slots, gypsum shall be broadcast over the slot base at the rate of 0.25kg/m².

Gypsum shall be reapplied at a rate of 0.25kg/m² every 4 years.

Gypsum is to be fine ground "Grade 1" agricultural quality.

2.2.9 AWTS and Sand Filter. It is assumed that the design, construction, operation and maintenance of all treatment elements are carried out in accordance with *AS/NZS1547:2012* and a current JAS-ANZ accreditation or equivalent.

The AWTS or sand filter are to be sized to successfully treat a daily hydraulic load of 750 litres and a nutrient load of 300 grams BOD.

The sand filter shall have a minimum plan area of 15m². The sand media must comply with the *Code* Appendix G.

The sand media must have less than 5% fines, effective size (D10) between 0.25 and 0.60mm and uniformity coefficient (D60/D10) less than 4mm.

2.2.10 Effects of Irrigation on Existing Trees. A studyⁱ by Dr Nick O'Brien (Melbourne University) regarding impacts of 20/30 standard irrigation on remnant *Eucalyptus* forest at Ringwood North has shown that trees would not be adversely affected by subsurface 20/30 standard irrigation provided the distribution slots did not exceed about 150mm in depth.

2.3 SITE DRAINAGE.

Our recommendations for on-site effluent disposal have allowed for incident rainfall only and are conditional on the installation of cut-off drains. Cut-off drains must be placed on all upslope sides of irrigation areas.

Care shall be taken to ensure that the intercepted and diverted surface waters are discharged well away and down slope of the disposal field.

Locations of the cut-off drain and a drain detail are shown in Drawings 2 and 3.

The owner shall also ensure that any upslope site works do not divert and/or concentrate surface water flows onto the disposal area.

2.4 BUFFER DISTANCES

The water balance analysis has shown that potential surface (rain water) flows from the effluent area would be restricted to episodic events.

The estimated hydraulic properties of the upper soil materials and hydraulic gradient have been used to evaluate (via Darcy's Law) the buffer distances with respect to subsurface flows.

Our analysis and evaluation have shown that the default setback distances given in *Code of Practice - Onsite Wastewater Management*, E.P.A. Publication 891.4, July 2016, Table 5 and *Approaches for Risk Analysis of Development with On-site Wastewater Disposal in Open, Potable Water Catchments*, Dr Robert Edis, April 2014 are conservative and can be applied without amendment.

For a building located downslope of an effluent field, your engineer shall evaluate the integrity of building foundations with respect to the assigned buffer distance.

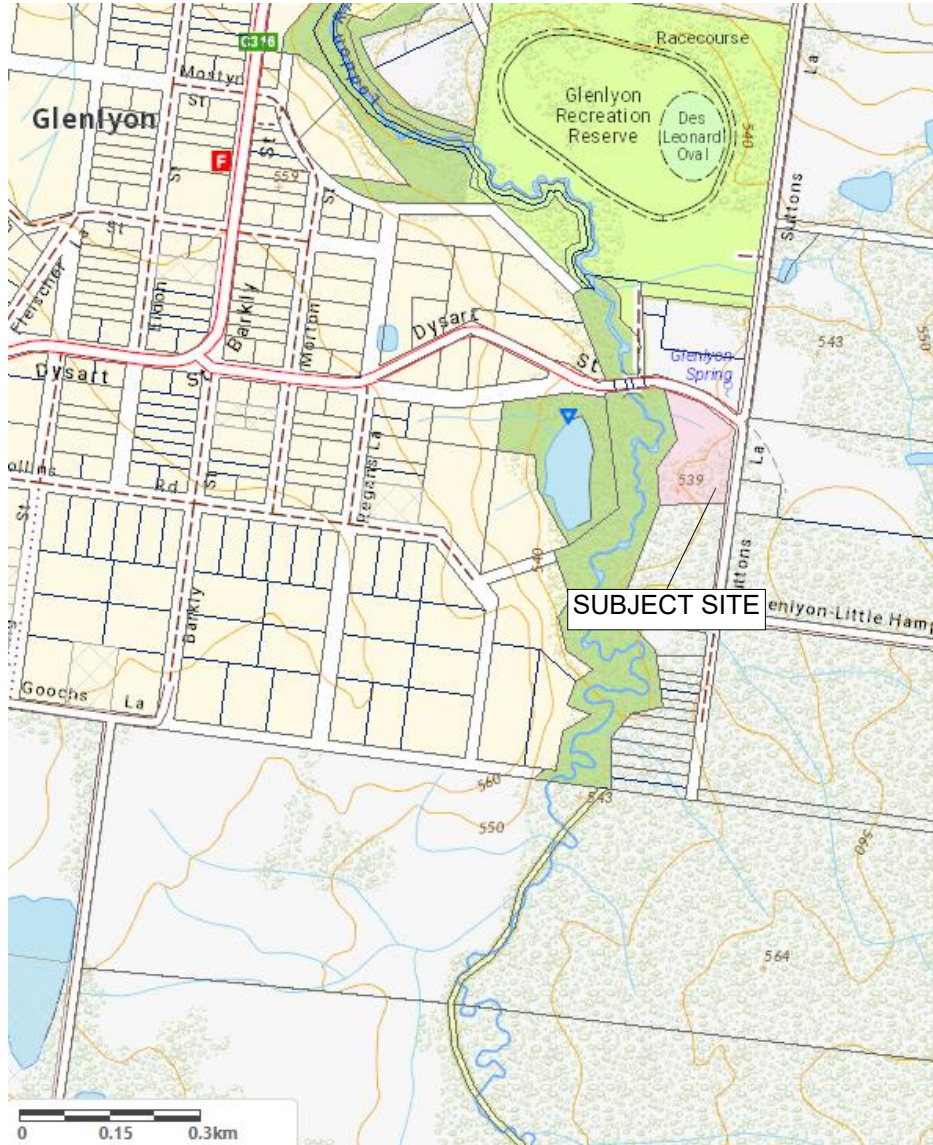
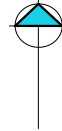
2.5 SUMMARY OF RECOMMENDATIONS

Our capability assessment has shown that at least one rational and sustainable on-site effluent disposal method (20/30 standard subsurface irrigation) is appropriate for the proposed domestic effluent.

A management plan is presented in Appendix C, to this report.



Paul R. WILLIAMS B.App.Sc.
PRINCIPAL HYDROGEOLOGIST
& ENGINEERING GEOLOGIST



LOCATION OF SUBJECT SITE

48 SUTTONS LANE, GLENLYON

GARRY EYLES

Scale: 1:12,500

Drawn: P.R.W.

Report Number: A221006

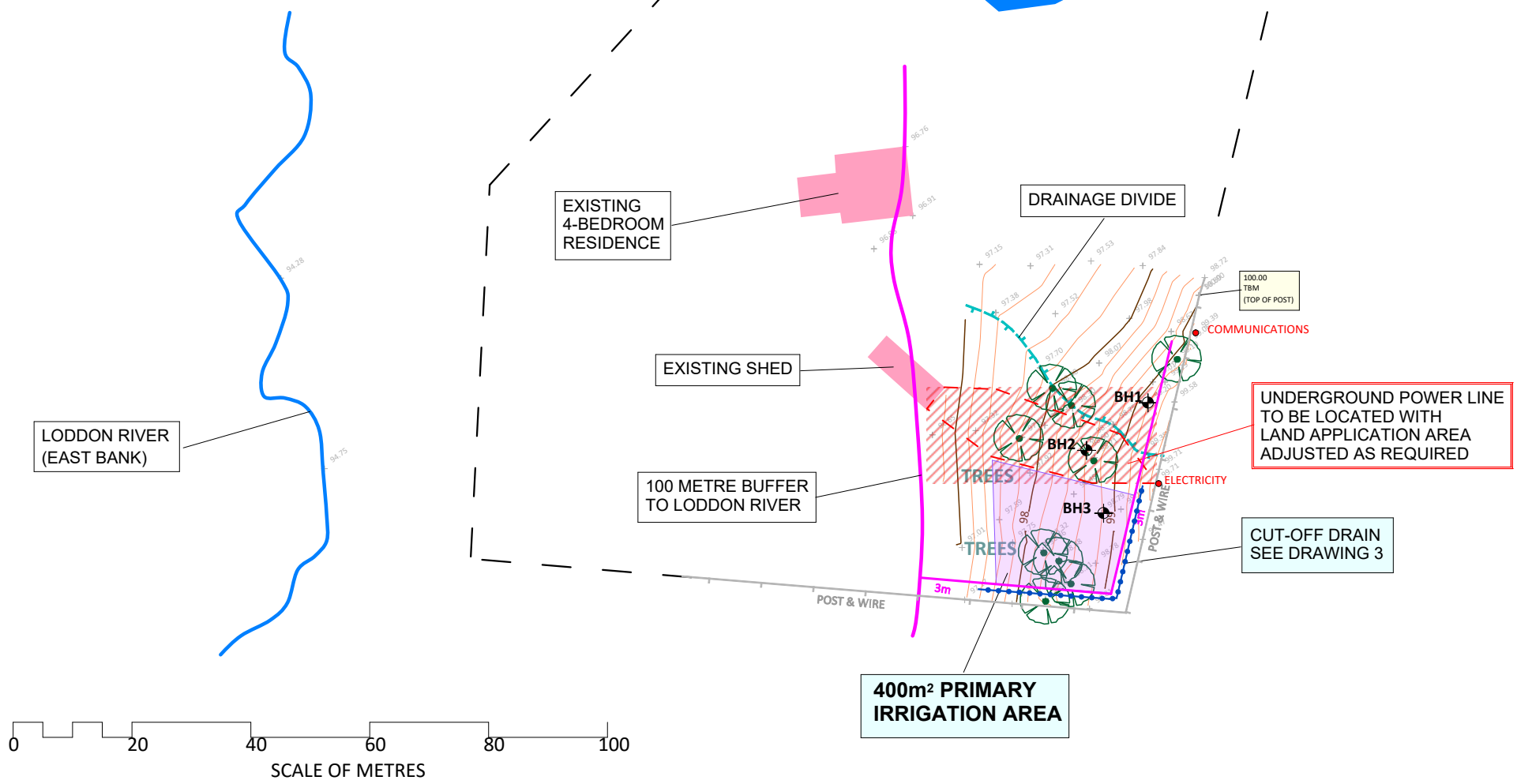
Contour Interval: 10m

Date: November 2022

Drawing Number: 1

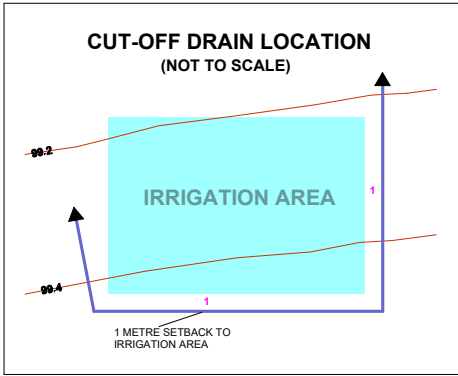


SUFFICIENT AREA EXISTS FOR
DUPLICATION OF EFFLUENT
IRRIGATION AREA DUE TO
CONTINGENCIES THROUGH
THE CHAIN OF OWNERSHIP



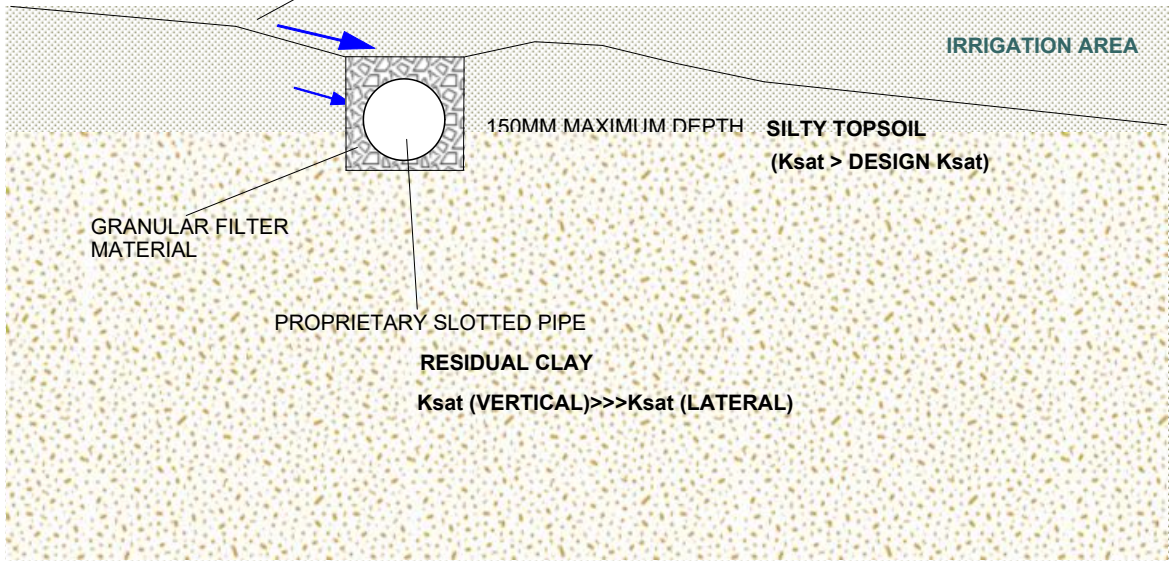
LOCATION OF PROPOSED & EXISTING DEVELOPMENT SHOWING CONTOURS		
48 SUTTONS LANE, GLENLYON		
GARRY EYRES		
Scale: 1:1,000	Drawn: P.R.W.	Report Number: A221006
Contour Interval: 0.2m	Date: November 2022	Drawing Number: 2

**NOTE THIS IS NOT A RE-ESTABLISHMENT SURVEY
FOR RE-ESTABLISHMENT CONSULT A LICENSED SURVEYOR**



NOTE: CUT-OFF DRAIN LOCATION IS SCHEMATIC ONLY. FINAL LOCATION TO BE DETERMINED BY DESIGN ENGINEER AS PART OF SITE DRAINAGE DESIGN.

SURFACE REGRADED BY CUTTING TO FACILITATE COLLECTION OF SURFACE FLOWS - DEGREE OF CUT SLOPE LIMITED BY REQUIREMENTS FOR SAFE & EFFICIENT MOWING/MAINTENANCE



- NOTES:
1. DRAIN TO BE DESIGNED, CONSTRUCTED & MAINTAINED TO ENSURE THAT NO SURFACE & PERCHED GROUNDWATER FLOWS ENTER THE IRRIGATION AREA.
 2. DRAIN TO BE LOCATED ON ALL UPSLOPE SIDES OF IRRIGATION AREA (NO CLOSER THAN 1m FROM NEAREST SUBSURFACE DISTRIBUTION LINE).
 3. DRAIN TO HAVE UNSPECIFIED FALL.
 4. MAXIMUM DEPTH IS 150mm (SEE SECTION 2.2.11).
 5. DRAIN CROSS SECTIONAL AREA DESIGNED MAINLY FOR SURFACE FLOWS ($\text{VERTICAL } K_{sat} \gg \gg \text{LATERAL } K_{sat}$)
 6. OFF-SITE DRAIN OUTFALL TO LEGAL POINT OF DISCHARGE SUBJECT TO LOCAL AUTHORITY REQUIREMENTS.
 7. ON-SITE DRAIN OUTFALL TO INCLUDE APPROPRIATE ENERGY DISSIPATION TO AVOID EROSION.
 8. ALL DRAINS AND OUTFALL AREAS SUBJECT TO POST-SPRING INSPECTION.

NOTE: DRAWING NOT TO BE USED FOR SET-OUT PURPOSES

CUT-OFF DRAIN DETAIL FOR 20/30 STANDARD EFFLUENT IRRIGATION FIELDS

GRADATIONAL/DUPLEX SOIL PROFILES - FORESTED SLOPES

GARRY EYLES

Scale: 1:10 (Approximately)	Drawn: P.R.W.	Report Number: SPEC 021
Contour Interval: N/A	Date: November 2022	Drawing Number: 3

APPENDICES

**APPENDIX A1
SOIL PERMEABILITY**

The *in-situ* permeability tests were scheduled for 13 November 2022.

The *in-situ* permeability tests were not attempted due to free water in the topsoil and upper residual soil horizons. The free water was from recent and prolonged heavy rainfall.

A conservative estimate of permeability has been deduced as follows (see Code 3.6.1):-

Profile analysis in accordance with AS/NZS 1547:2012 and our permeability data base shows the residual clay soils (and clay fractions) to be non-dispersive and dispersive with saturated hydraulic conductivity less than 0.06m/day.

Similar dispersive soils (including on nearby allotments) have responded positively (with sufficiently improved hydraulic capability) following applications of gypsum.

For the limiting poorly-structured clay and clayey soils and assuming renovation by gypsum application we have adopted an estimated and conservative design saturated hydraulic conductivity of 0.060m/day.



Borehole BH1



Borehole BH2



Borehole BH3

APPENDIX B

Paul Williams & Associates Pty Ltd

A221006

WATER/NITROGEN BALANCE (20/30 irrigation): With no wet month storage.

Rainfall Station: Daylesford/ Evaporation Station: Creswick

Location: Glenlyon
 Date: November, 2022
 Client: Garry Eyles

ITEM	UNIT	#	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YEAR																																																						
Days in month:	D		31	28	31	30	31	30	31	31	30	31	30	31	365																																																						
Evaporation (Mean)	mm	A	205	176	124	75	47	27	27	43	66	105	126	152	1168																																																						
Rainfall (9th Decile wet year adjusted)	mm	B1	45	45	45	78	118	148	141	144	119	103	73	55	1114																																																						
Effective rainfall	mm	B2	36	36	36	62	94	119	113	115	95	82	59	44	891																																																						
Peak seepage Loss ¹	mm	B3	171	154	171	165	171	165	171	171	165	171	165	171	2008																																																						
Evapotranspiration(IXA)	mm	C1	92	79	56	34	21	12	12	19	30	47	57	68	528																																																						
Waste Loading(C1+B3-B2)	mm	C2	227	197	190	136	97	59	70	75	99	135	163	195	1644																																																						
Net evaporation from lagoons (10(0.8A-B1xlagoon area(ha)))	L	NL	0	0	0	0	0	0	0	0	0	0	0	0	0																																																						
Volume of Wastewater	L	E	23250	21000	23250	22500	23250	22500	23250	23250	22500	23250	22500	23250	273750																																																						
Total Irrigation Water(E-NL)/G	mm	F	58	53	58	56	58	56	58	58	56	58	56	58	684																																																						
Irrigation Area(E/C2)annual.	m ²	G													400																																																						
Surcharge	mm	H	-169	-145	-132	-80	-39	-2	-12	-17	-43	-77	-107	-137	0																																																						
Actual seepage loss	mm	J	2	9	38	85	131	163	159	154	122	93	58	34	1048																																																						
Direct Crop Coefficient:	I		0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	Shade:																																																						
Rainfall Retained:	80%	K	1. Seepage loss (peak) equals deep seepage plus lateral flow: 5.5mm (<10% ksat)																																																																		
Lagoon Area:	0 ha	L	CROP FACTOR																																																																		
Wastewater(Irrigation):	750 L	M	0.7	0.7	0.7	0.6	0.5	0.45	0.4	0.45	0.55	0.65	0.7	0.7	Pasture:																																																						
Seepage Loss (Peak):	5.5 mm	N	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	Shade:																																																						
Irrig'n Area(No storage):	400 m ²	P2	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	Buffalo:																																																						
Application Rate:	1.9 mm	Q	1	1	1	1	1	1	1	1	1	1	1	1	Woodlot																																																						
Nitrogen in Effluent:	30 mg/L	R	NITROGEN UPTAKE:																																																																		
Denitrification Rate:	20%	S	<table border="1"> <thead> <tr> <th>Species:</th> <th>Kg/ha.yr</th> <th>pH</th> <th>Species:</th> <th>Kg/ha.yr</th> <th>pH</th> <th>Species:</th> <th>Kg/ha.yr</th> <th>pH</th> </tr> </thead> <tbody> <tr> <td>Ryegrass</td> <td>200</td> <td>5.6-8.5</td> <td>Bent grass</td> <td>170</td> <td>5.6-6.9</td> <td>Grapes</td> <td>200</td> <td>6.1-7.9</td> </tr> <tr> <td>Eucalyptus</td> <td>90</td> <td>5.6-6.9</td> <td>Couch grass</td> <td>280</td> <td>6.1-6.9</td> <td>Lemons</td> <td>90</td> <td>6.1-6.9</td> </tr> <tr> <td>Lucerne</td> <td>220</td> <td>6.1-7.9</td> <td>Clover</td> <td>180</td> <td>6.1-6.9</td> <td>C cunn'a</td> <td>220</td> <td>6.1-7.9</td> </tr> <tr> <td>Tall fescue</td> <td>150-320</td> <td>6.1-6.9</td> <td>Buffalo (soft)</td> <td>150-320</td> <td>5.5-7.5</td> <td>P radiata</td> <td>150</td> <td>5.6-6.9</td> </tr> <tr> <td>Rye/clover</td> <td>220</td> <td></td> <td>Sorghum</td> <td>90</td> <td>5.6-6.9</td> <td>Poplars</td> <td>115</td> <td>5.6-8.5</td> </tr> </tbody> </table>													Species:	Kg/ha.yr	pH	Species:	Kg/ha.yr	pH	Species:	Kg/ha.yr	pH	Ryegrass	200	5.6-8.5	Bent grass	170	5.6-6.9	Grapes	200	6.1-7.9	Eucalyptus	90	5.6-6.9	Couch grass	280	6.1-6.9	Lemons	90	6.1-6.9	Lucerne	220	6.1-7.9	Clover	180	6.1-6.9	C cunn'a	220	6.1-7.9	Tall fescue	150-320	6.1-6.9	Buffalo (soft)	150-320	5.5-7.5	P radiata	150	5.6-6.9	Rye/clover	220		Sorghum	90	5.6-6.9	Poplars	115	5.6-8.5
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Average daily seepage:	2.9 mm	U																																																																			
Annual N load:	6.57 kg/yr	V																																																																			
Area for N uptake:	299 m ²	W																																																																			
Application Rate:	2.5 mm	X																																																																			

PART 2

RAINFALL DATA & 9th DECILE REDISTRIBUTION

REDISTRIBUTION OF RAINFALL															
Rainfall to be redistributed (9th decile) =	1114 mm/yr														
Minimum mean rainfall =	44.7 mm														
9th decile (annual) - mean rainfall (annual) =	235.9 mm														
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL		
Mean rainfall (mm)	45	45	45	64	88	106	102	103	89	79	62	51	878.2		
Deviation from minimum mean (mm)	0	0	0	20	43	61	57	59	44	34	17	6	342		
Redistributed rainfall (mm) (1)	45	45	45	78	118	148	141	144	119	103	73	55	1114		

1. The distribution is adjusted in proportion to the deviation of means from the minimum mean.

Site name: DAYLESFORD Site number: 88020 Commenced: 1867
 Latitude: 37.34° S Longitude: 144.16° E Elevation: 612 m Operational status: Open

Statistic	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Mean	44.7	44.9	45.0	64.3	88.0	105.9	101.8	103.2	88.8	79.1	61.7	50.8	876.6
Lowest	0.0	0.0	0.5	0.0	0.0	16.8	14.8	17.3	13.0	0.0	5.8	0.6	420.8
5th %ile	3.9	0.6	3.9	12.0	27.1	32.0	36.9	35.7	33.7	19.5	15.7	12.0	587.4
10th %ile	6.7	2.4	7.9	15.1	35.6	38.3	46.8	46.5	39.6	26.4	21.4	14.6	627.9
Median	34.0	36.7	35.8	54.4	80.8	101.9	99.8	102.1	84.6	72.6	52.8	44.5	874.8
90th %ile	105.5	113.7	98.3	127.2	156.2	163.8	154.1	164.2	139.0	141.2	107.9	101.2	1114.1
95th %ile	130.7	147.5	115.8	138.9	180.3	189.1	171.3	186.9	161.1	145.9	144.7	114.7	1197.0
Highest	162.7	188.8	151.9	175.3	252.5	244.4	215.2	237.7	220.2	258.0	201.1	195.9	1321.5

APPENDIX C1

**LAND CAPABILITY ASSESSMENT TABLE
(Potable water supply catchments)**

LAND FEATURE	LAND CAPABILITY		RISK RATING		AMELIORATIVE MEASURE & RISK REDUCTION
	LOW	MEDIUM	HIGH	LIMITING	
Available land for LAA					
Trench systems	Exceeds LAA and duplicate LAA requirements	Meets LAA and duplicate LAA requirements	Meets LAA and partial duplicate LAA requirements	Insufficient LAA area	Limiting for trenches & beds.
Subsurface irrigation	Exceeds requirements	Meets requirements	Meets requirements	Insufficient LAA area	Non-limiting for irrigation.
Aspect	North, north-east and north-west	East, west, south-east, south-west	South	South, full shade	Westerly aspect.
Exposure	Full sun and/or high wind or minimal shading	Dappled light (partial shade)	Limited light, little wind to heavily shaded all day	Perpetual shade	Partial shade from nearby trees.
Slope Form	Convex or divergent side slopes	Straight sided slopes	Concave or convergent side slopes	Locally depressed	Ideal for irrigation.
Slope gradient:					
Trench systems	<5%	5% to 10%	10% to 15%	>15%	7% to 9% grade: non-limiting for trenches.
Subsurface irrigation	<10%	10% to 30%	30% to 40%	>40%	7% to 9% grade: non-limiting for irrigation.
Site drainage: runoff/run-on	LAA backs onto crest or ridge	Moderate likelihood	High likelihood	Cut-off drain not possible	Cut-off drain required.
Landslip ⁶	Potential	Potential	Potential	Existing	Unremarkable
Erosion potential	Low	Moderate	High	No practical amelioration	If surrounds undisturbed and stabilised with gypsum and vegetation. LAA to be terraced.
Flood/inundation	Never		<1%AEP	>5% AEP	Unremarkable
Distance to surface waters (m)	Buffer distance complies with Code requirements		Buffer distance does not comply with Code requirements	Reduced buffer distance not acceptable	LAA located at least 100m from surface waters.
Distance to groundwater bores (m)	No bores on site or within a significant distance	Buffer distances comply with Code	Buffer distances do not comply with Code	No suitable treatment method	No bores within a significant distance.
Vegetation	Plentiful/healthy vegetation	Moderate vegetation	Sparse or no vegetation	Propagation not possible	Land application area to be over-sown with a rye-clover mix or equivalent.
Depth to water table (potentiometric) (m)	>2	2 to 1.5	<1.5	Surface	Water table 10+m.
Depth to water table (seasonal perched) (m)	>1.5	<0.5	0.5 to 1.5	Surface	Perching possible. (Install cut-off drain).
Rainfall ⁷ (9 th decile) (mm)	<500	500-750	750-1000	>1000	Limiting for trench systems. Non-limiting for subsurface irrigation.
Pan evaporation (mean) (mm)	1250 to 1500	1000 to 1250	750 to 1000	<750	Design by water balance.
SOIL PROFILE CHARACTERISTICS					
Structure	High or moderately structured	Weakly structured	Structureless, massive or hardpan		Improve and maintain structure by gypsum application.
Fill materials	Nil or mapped good quality topsoil	Mapped variable depth and quality materials	Variable quality and/or uncontrolled filling	Uncontrolled poor quality/unsuitable filling	No fill encountered.
Thickness: (m)					
Trenches and beds	>1.4		<1.4	<1.2	Limiting for trench systems.
Subsurface irrigation	1.5+	1.0 to 1.5	0.75 to 1.0	<0.75	Non-limiting for irrigation systems if terraced.
Permeability ⁸ (limiting horizon) (m/day)	0.15-0.3	0.03-0.15 0.3-0.6	0.01-0.03 0.6-3.0	>3.0 <0.03	After renovation; design by water balance
Permeability ⁹ (buffer evaluation) (m/day)	<0.3	0.3-3	3 to 5	>5.0	Evaluate flow times via Darcy's Law (assume 1m/day for metasediments)
Stoniness (%)	<10	10 to 20	>20		Unremarkable (not relevant).
Emerson number	4, 5, 6, 8	7	2, 3	1	Non-dispersive and dispersive clay fraction. Apply gypsum to maintain stable peds.
Dispersion Index	0	1-8	8-15	>15	Non-dispersive and dispersive clay fraction. Apply gypsum to maintain stable peds.
Reaction trend (pH)	5.5 to 8	4.5 to 5.5	<4.5>8		Ideal range for grasses.
E.C. (dS/m)	<0.8	0.8 to 2	2-4	>4.0	Non-limiting.
Free swell (%)	<30	30-80	80-120	>120	Low-swelling clay fraction.

There are high risk and limiting factors for primary effluent trench systems (rainfall, profile thickness, colloid stability and available area).

There are no limiting factors for irrigation systems.

⁶ Landslip assessment based on proposed hydraulic loading, slope, profile characteristics and past and present land use.

⁷ 9th decile monthly rainfalls used in water balance analyses.

⁸ Saturated hydraulic conductivity from insitu testing and data base.

⁹ Saturated hydraulic conductivity estimated from A.S./N.Z.S.15/7:01.2 and data base.

**MAJOR FACTORS INFLUENCING THE LIKELIHOOD OF CONSEQUENTIAL IMPACTS
OF PRIMARY ON-SITE WASTEWATER MANAGEMENT SYSTEM¹⁰**

LAND FEATURE	RISK RATING			RISK RATING	REMARKS
	LOW	MEDIUM	HIGH		
Distance to reservoir (km)	>15	2-15	<2	1	45+ kilometres to Cairn Curran Reservoir.
Soil type rating (from Appendix C1)	1	2	3	3	Dispersive, shallow profile.
Distance to river (m)	>80	40-80	<40	1	At least 100m to Loddon River.
Distance to stream (m)	>80	40-80	<40	1	At least 100m to nearest watercourse.
Distance to drain (m)	>40	10-40	<10	1	At least 50m to drainage depression.
Lot size (ha)	>10	2-10	0.2-2	3	1.82 hectares.
Density (houses/km ²)	<20	20-40	>40	2	Less than 40 existing and potential dwellings per km ² of subcatchment.
LCA rating (from Appendix C1)	1 (LOW)	2 (MEDIUM)	3 (HIGH)	3	See Appendix C1, above
System fail rate (%)	<5	5-10	>10	3	Not close to boundary, well-connected to reservoir system.

APPENDIX C3

CALCULATED COMBINED RISK NUMBER

As part of the development of the Mansfield Shire WWMP Pilot Study, Dr Robert Edis identified major factors which influence the level of risk posed by an on-site system. These factors have a differing level of importance, or weighting, when considered relative to other factors and that the interaction between factors must also be considered.

The individual factors can be rated as **low risk** ($R_n < 2.5$) which reflects the range in which there is no expected consequential impact on water quality, **medium risk** ($R_n 2.5-5$) which reflects the range in which the factor may influence the risk to water quality, though as a minor component of the overall risk, and **high risk** ($R_n > 5$) which represents a significant influence on the risk to water quality.

The Edis risk algorithm weights the major factors appropriately in the context of protecting the integrity of the potable water supply, as shown below:

$$R_n = ((R_{Res} + R_{Soil}) \times (R_{Riv} + R_{Str} + R_{Drain} + R_{Lot}) + (2 \times R_{LCA}) + (3 \times R_{Fail} \times R_{Den}))/10$$

where

R_n = Combined Risk Number,

R_{Res} = Distance to reservoir risk rating

R_{Soil} = Soil (or Land-Soil) risk rating

R_{Riv} = Distance to river risk rating

R_{Dstr} = Distance to stream risk rating

R_{Drain} = Distance to drain risk rating

R_{Lot} = Lot size risk rating

R_{LCA} = Land capability assessment risk rating (from Appendix C1)

R_{Fail} = System fail rate risk rating

R_{Dens} = Density of development risk rating

The combined risk number for this site is **4.8 (Medium Risk) with limiting factors for trenches.**

The results of the land capability assessment and risk analysis indicate that primary effluent and trench and irrigation systems are not appropriate for this site (particularly with respect to soil limitations).

The risk can be reduced to negligible levels if effluent is treated to a secondary level and disposed via pressure compensated subsurface irrigation, as described in Section 2 of the land capability assessment.

¹⁰ Source: *Approaches for Risk Analysis of Development with On-site Wastewater Disposal in Open, Potable Water Catchments* (Dr Robert Edis April 2014)

APPENDIX D
MANAGEMENT PLAN

MANAGEMENT PLAN
FOR
ON-SITE EFFLUENT DISPOSAL
VIA
SUBSURFACE IRRIGATION
AT
48 SUTTONS LANE, GLENLYON

1. INTRODUCTION

This document identifies the significant land-soil unit constraints (as identified in A221006) and their management and day-to-day operation and management of the on-site effluent system.

2. SIGNIFICANT LAND-SOIL UNIT CONSTRAINTS

2.1 Allotment Size. The day-to-day operation and management of on-site effluent systems, as described below, is not constrained by lot size or geometry.

Although all requirements of *the Environment Protection Act, 2017, as amended* have been met or exceeded through conservative design, prudence dictates that individual lot owners assiduously follow the management programme given in Section 4, below.

2.2 Nitrogen Attenuation. To reduce nitrates to insignificant levels, the effluent should not contain more than 30mg/litre total nitrogen.

Provided the irrigation areas are at least as large as those required to satisfy the nitrogen loading, as described in A221006 Sections 1.3.1.13, 1.3.2.13 and 2.2.3.2, and that the (specified) grass is cut and (periodically) harvested, nitrogen will be attenuated on-site.

2.3 Hydraulic Conductivity. The soils of this site are dispersive, low-swelling clays with a low to moderate hydraulic conductivity. The hydraulic conductivity is significantly influenced by soil structure, soil colloid stability and swell characteristics. Breakdown or reduction of these soil parameters over time may manifest as reduced performance of the irrigation system. The monitoring and inspection regime detailed in Section 4.7.2, below, should be adhered to.

2.4 Site Drainage. Our recommendations for on-site effluent disposal have allowed for incident rainfall (not surface flow or lateral subsurface flow) and are conditional on the installation of a cut-off drain, which should be placed upslope of the disposal area. Care should be taken to ensure that the intercepted and diverted surface waters and any perched groundwater are discharged well away and down slope of the disposal field (see A221006, Drawing 3).

This diverted water should also be discharged in a manner to avoid scouring and/or erosion. It may be appropriate to discharge the water onto a stone/rubble dissipation area.

The owner should also ensure that any upslope land-soil unit works do not divert and/or concentrate surface water flows onto the disposal area.

2.5 Vegetation. The effluent disposal areas have been sized via water balance analyses utilising crop factors for pasture (rye/clover mix).

3. THE ONSITE EFFLUENT SYSTEM

The onsite effluent system consists of the influent (toilets, kitchens, bathroom, laundry), a load balancing tank/facility, the treatment plant/sand filter (a device to treat the effluent to at least the 20/30 standard), the irrigation network including effluent distribution system (delivery pipes and drippers), prescribed vegetation, associated infrastructure (cut-off drains, outfall areas, fencing), a service and maintenance programme and on-going management.

4 MANAGEMENT

The owner is required to understand (and ensure that tenants/users understand) that sustainable operation of the onsite effluent system is not automatic. Sustainable operation requires on-going management, as outlined below.

4.1 Effluent. Effluent will be generated from a residence.

4.1.2 Effluent Quality. Effluent should be treated to a standard that meets or exceeds the water quality requirements of the 20/30 standard.

4.1.3 Effluent Quantity. The daily load-balanced effluent volume of 750 litres has been calculated from *Code of Practice - Onsite Wastewater Management*, E.P.A. Publication 891.4, July 2016, Table 4 and assumes mains water equivalent with WELS-rated water-reduction fixtures and fittings – minimum 4 Stars for dual-flush toilets, shower-flow restrictors, aerator taps, flow/pressure control valves and minimum 3 Stars for all appliances.

4.2 AWTS/Sand Filter. For onsite disposal, it is assumed that the design, construction, operation and maintenance are carried out in accordance with *AS/NZS1547:2012* and a “system specific” JAS/ANZ accreditation or interim EPA approval, as appropriate.

4.3 Irrigation Area. An irrigation area and application rate have been determined from the results of the water and nutrient balance analyses and *AS/NZS 1547:2012, Appendix M*.

4.3.1 Effluent Area Requirement. For the design daily effluent flows per residence and to satisfy the requirement for no surface rainwater flow in the 9th decile wet year and on-site attenuation of nutrients, the effluent should be applied to a daily application rate of 1.9mm. Effluent distribution is as detailed in Section 4.3.2, below.

In case of an increase in effluent production through the chain of ownership, there is sufficient area available for duplicating/extending the irrigation areas.

Any landscaping and/or planting proposals require endorsement from the Hepburn Shire Council.

4.3.2 Distribution System. The distribution system must achieve controlled and uniform dosing over the irrigation area. A small volume of treated effluent should be dosed at predetermined time intervals throughout the day via a pressurised piping network that achieves uniform distribution over the entire irrigation area.

Uniform delivery pressure of the effluent throughout the distribution system is essential. Drip rates should not vary by more than 10% from the design rate over the whole of the system.

To minimise uneven post-dripper seepage, the distribution pipes must be placed parallel with slope contours.

Line spacing shall be no closer than 1000mm under any circumstances.

To facilitate the creation of transient aerobic and anaerobic soil conditions we recommend that as part of the daily irrigation process, the effluent area be irrigated sequentially by zones or time.

4.3.3. Soil Renovation. To maintain water-stable peds (under irrigation with saline effluent), soil renovation in the form of gypsum application is recommended. Prior to construction of the irrigation network, gypsum shall be broadcast over the effluent area at the rate of 0.25kg/m².

Following excavation of the irrigation pipe slots, gypsum shall be broadcast over the slot base at the rate of 0.25kg/m².

Gypsum shall be reapplied at a rate of 0.25kg/m² every 4 years.

Gypsum is to be fine ground "Grade 1" agricultural quality.

4.3.4 Buffer Distances. The water balance analysis has shown that potential surface rainwater flows from the effluent area would be restricted to episodic events.

The estimated hydraulic properties of the upper soil materials and hydraulic gradient (equivalent to the ground slope and regional gradients) have been used to evaluate (via Darcy's Law) the buffer distances with respect to subsurface flows.

Our analysis and evaluation have shown that the default setback distances given in *Code of Practice - Onsite Wastewater Management*, E.P.A. Publication 891.4, July 2016, Table 5 are conservative and can be applied without amendment.

For a building located downslope of an effluent field, your engineer should evaluate the integrity of building foundations with respect to the assigned buffer distance.

Buffer distances are to be applied exclusive of the irrigation areas.

4.3.5 Buffer Planting. All downslope (Title inclusive) buffers may be required to filter and renovate abnormal surface discharges. Hence, they are to be maintained with existing or equivalent groundcover vegetation.

4.3.6 Buffer Trafficking. Buffer trafficking should be minimised to avoid damage to vegetation and/or rutting of the surface soils.

Traffic should be restricted to 'turf' wheeled mowing equipment and to maintenance, monitoring and inspections by pedestrians, where possible.

4.4 Vegetation. The system design for on-site disposal includes the planting and maintenance of suitable vegetation, as specified in A221006 and/or similar documents.

Specifically, the irrigation areas have been sized (in part) utilising crop factors and annual nitrogen uptake for a rye/clover eq mix.

The grass needs to be harvested (mown and periodically removed from the irrigation area).

Where a variation to recommended grass species is proposed, it must be demonstrated that the nitrogen uptake and crop factors are met or exceeded.

4.5 Verification. The Council is to be satisfied that the effluent system has been constructed as designed.

4.6 Associated Infrastructure. The following items are an integral part of the onsite effluent system.

4.6.1 Cut-off drains. Cut-off drains are designed to prevent surface and near-surface water flows from entering the effluent area. They should be constructed and placed around the effluent area, as detailed in Drawings 2 and 3.

4.6.2 Outfall areas. All pipe outfalls should be at grade and designed to eliminate scour and erosion.

A grassed outfall would normally be adequate. However, should monitoring and inspections reveal rill or scour formation, the outfall will need to be constructed so that energy is satisfactorily dissipated.

Should this situation occur, professional advice is to be sought.

4.6.3 Fencing. The disposal area is to be a dedicated area. Adequate fencing must be provided to prevent stock, excessive pedestrian and vehicular movements over the area.

4.7 Service and Maintenance Programme. The minimum requirements for servicing and maintenance are set out in the relevant JAS/ANZ accreditation or interim EPA approval and the manufacturer's recommendations.

4.7.1 Treatment Plant/Sand Filter. Aerated treatment plants and sand filters should be serviced at least one time per year (or as recommended in the JAS/ANZ accreditation or interim EPA approval) and the effluent should be sampled

and analysed as required by the JAS/ANZ accreditation or interim EPA approval. The local authority is to ensure compliance. ATTACHMENT 10.15

The manufacturer's recommendations are to be followed. Generally, low phosphorous and low sodium (liquid) detergents should be used. Plastics and other non-degradable items should not be placed into the tanks. Paints, hydrocarbons, poisons etc should not be disposed of in sinks or toilets. Advice from a plumber should be obtained prior to using drain cleaners, chemicals and conditioners. It is important to ensure that grease does not accumulate in the tanks or pipes. Grease and similar products should be disposed of by methods other than via the on-site effluent system.

4.7.2 Monitoring and Inspections. We recommend that the mandatory testing and reporting as described in the *Code of Practice - Onsite Wastewater Management*, E.P.A. Publication 891.4, July 2016, include an annual (post spring) and post periods of heavy and/or prolonged rainfall report on the functioning and integrity of the distribution system and on the functioning and integrity of the cut-off drains, outfall areas and soil media.

The effluent areas should be regularly inspected for excessively wet areas and vegetation integrity.

The inspection regime described in A221006, Section 2.2.7, should be strictly adhered to.

The effluent areas should be regularly inspected for excessively wet areas and vegetation integrity.



Paul R. WILLIAMS B.App.Sc.
PRINCIPAL HYDROGEOLOGIST
& ENGINEERING GEOLOGIST

ⁱ Dr Nick O'Brien (Research Fellow, School of Botany, University of Melbourne, 2000: *Comment on the irrigation of remnant native vegetation with municipal effluent associated with the proposed subdivision at the rear of 111 Hall Road, North Ringwood.*

10.2 PLN22/0282 - 60 COSMO ROAD TRENTHAM - THREE LOT SUBDIVISION AND DEVELOPMENT OF TWO DWELLINGS.

Go to 00:38:16 in the meeting recording to view this item.

INTERIM DIRECTOR COMMUNITY AND DEVELOPMENT

In providing this advice to Council as the Senior Statutory Planner, I Lipi Patel, have no interests to disclose in this report.

ATTACHMENTS

1. PL N 22 0282- Bushfire Management Statement - 60 Cosmo Road Trentham [10.2.1 - 26 pages]
2. Clause 56 Assessment- 60 Cosmo Road Trentham [10.2.2 - 19 pages]
3. Clause 55- 60 Cosmo Road Trentham [10.2.3 - 19 pages]
4. Combined referral responses- 60 Cosmo Road Trentham [10.2.4 - 11 pages]
5. Redacted Combined Objections - 60 Cosmo Road Trentham [10.2.5 - 23 pages]
6. PL N 220282 - PLANS for Subdivision and Dwellings Proposal 60 Cosmo Road Trentham [10.2.6 - 14 pages]

EXECUTIVE SUMMARY

The application before Council is for the proposal of a three-lot subdivision and development of two additional dwellings and alteration of access to Transport Road Zone at 60 Cosmo Road, Trentham. The application proposes that the existing dwelling be retained within one of the new lots, and that two new lots are created at the rear, in a battle-axe style, with a new dwelling to be constructed on each.

The subject land is located within a Neighbourhood Residential Zone – Schedule 3 and is also subject to the provisions of the Bushfire Management Overlay – Schedule 1 and the Environmental Significance Overlay – Schedule 1. The site currently comprises a single-storey brick dwelling and two outbuildings. The two steel shed outbuildings are proposed to be demolished in order to grant access to the proposed lots at the rear of the existing dwelling.

The existing dwelling will continue to be serviced via the existing gravel driveway to Cosmo Road, and its crossover will be independent from the two rear properties. The two new dwellings will be accessed via a proposed common property driveway and a new crossover, adjoining the existing crossover, will be created. The site is connected to all services including reticulated sewerage.

The application proceeded to advertising by way of letters to adjoining neighbours and signage erected along the frontage of the property. A total of six objections were received following the completion of the advertising period.

The concerns raised relate to:

- Negative impact on neighbourhood character.
- Loss of native vegetation.

- Site permeability.
- Increase in traffic.
- Loss of amenity (noise/views etc)
- Drainage
- Access for emergency services.

All relevant referral authorities have provided a no objection or conditional consent to the application.

OFFICER'S RECOMMENDATION

That Council, having complied with the relevant sections of the Planning and Environment Act 1987, issues a Notice of Decision to Grant a Permit for a three lot subdivision, development of two additional dwellings and altered access to a Transport Road Zone, subject to the following conditions:

Amended Plans Required

- 1. Prior to Statement of Compliance, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided.*
- 2. The plans must be generally in accordance with the advertised plans prepared by Draftscope, but further modified to show:*
 - a) Site Plan*
 - i) A 5000L capacity water tank on each proposed lot.*

Amended Bushfire Management Plan Required

- 3. Prior to Certification of the Subdivision, an amended Bushfire Management Plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be in accordance with Conditions 33 and 34 below.*

No Variation

- 4. The development as shown on the endorsed plans must not be altered or modified unless otherwise agreed in writing by the Responsible Authority.*

5. *The layout of the subdivision as shown on the endorsed plans must not be altered or modified unless otherwise agreed to in writing by the Responsible Authority.*

Standard Conditions

6. *All external materials must be non-reflective and finished in natural colours or shades to the satisfaction of the Responsible Authority.*

7. *All areas of disturbed ground must be stabilised and revegetated at the completion of the development to the satisfaction of the Responsible Authority.*

8. *The owner of the land must enter into an agreement with:*

- a) a telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and*
- b) a suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.*

9. *Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:*

- a) a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and*
- b) a suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.*

10. *The plan of subdivision submitted for certification under the Subdivision Act 1988 must be referred to the relevant authority in accordance with Section 8 of that Act.*

11. The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities, electricity and gas services to each lot shown on the endorsed plan in accordance with the authority's requirements and relevant legislation at the time.

12. All existing and proposed easements and sites for existing or required utility services and roads on the land must be set aside in the plan of subdivision submitted for certification in favour of the relevant authority for which the easement or site is to be created.

13. All services, including water, electricity, gas, sewerage and telephone, must be installed underground and located to the satisfaction of the Relevant Authority.

Public Open Space Contribution Conditions

14. Before the issue of a Statement of Compliance under the Subdivision Act 1988, the permit holder must pay to the Responsible Authority a cash payment equivalent to 5 per cent of the site value of all the land in the subdivision in lieu of the provision of land for Public Open Space, unless otherwise agreed to in writing by the Responsible Authority.

Council's Engineering Department Conditions

Stormwater Drainage

15. Prior to Statement of Compliance, all underground and surface drainage works that are considered necessary by the Responsible Authority shall be constructed in accordance with professionally prepared plans and computations to be provided by the developer and approved by the Responsible Authority prior to the commencement of construction. The drainage works shall include the provision of an onsite stormwater detention system designed to ensure that the post development runoff does not exceed predevelopment runoff from the development. The drainage works shall be installed to transport stormwater runoff from the subject land and surrounding land and/or adjoining road(s) to an approved point of discharge. No concentrated stormwater shall drain or discharge from the land to adjoining properties. The drainage system must be constructed and completed prior to the issue of the statement of compliance.

16. Return period for a Detention system is to be 10%AEP where there is overland escape path and 1%AEP if the failure of the detention system will cause property damage or inundation of freehold titles.

17. *It is the responsibility of the developer, to prepare a Stormwater Strategy Plan to identify and record the manner by which the quantity and quality of stormwater shall be managed for the catchment, not just the immediate development, including any new infrastructure that may be required to convey stormwater to a registered waterway. The stormwater strategy plan must demonstrate how to avoid adverse impact on neighbouring properties and surrounding road network due to the development. Drainage design plans and legal point of discharge will not be considered until the drainage strategy has been established.*

18. *All allotments shall be provided with drainage outfall (house connection) connected to the formal drainage system to the satisfaction of the Responsible Authority. House drainage connection shall be constructed in accordance with Infrastructure Design Manual Standard Drawing SD 505.*

19. *Stormwater shall be connected to the legal point of discharge to the satisfaction of the Responsible Authority.*

20. *Prior to Statement of Compliance, all drainage easements deemed necessary by the Responsible Authority must be provided by the Permit Holder to protect and facilitate existing and future drainage infrastructure. Easements shall also be provided through properties between the development site and the nominated legal point of discharge. Minimum width of drainage easements shall be 2.0m for stormwater.*

21. *Drainage easements shall be created to allow for gravity stormwater drainage to the satisfaction of Responsible Authority.*

22. *If the proposed stormwater drainage system includes any works to be undertaken during house construction stage, the Owner must enter into a Section 173 Agreement with the responsible Authority under section 173 and 174 of the Planning and Environment Act, requiring that such works shall be constructed and completed during house/building construction stage.*

23. *The Owner must pay all of the costs and expenses including Responsible Authority's lawyers checking fees in relation to preparation, execution, registration, enforcement and cancellation of this Agreement including costs for obtaining necessary consents if required by the Land Titles Office before registration of this Agreement.*

24. *Prior to Certification, it is the responsibility of the developer to meet the requirements for stormwater quality as stated in the BPEM (Best Practice Environmental Management) Guidelines.*

Note: Additional information for requirements can be found at <https://www.epa.vic.gov.au/business-and-industry/guidelines/water-guidance/urban-stormwater-bpemg>

Access

25. Vehicle access/crossing to the land is to be located, constructed and maintained to the satisfaction of the Responsible Authority.
26. All vehicle entry to and egress from the property shall be in a forward motion. Vehicle turn around must be provided within the property. Prior to construction a plan showing turning circles shall be submitted to the Responsible Authority for approval.
27. Prior to statement of compliance the following will be constructed for approval.
- a) Vehicle access/crossing to all lots is to be constructed in accordance with Infrastructure Design Manual Standard Drawing SD 260 or to approval of responsible authority.
 - b) Vehicle access/crossing to the land shall be located so that adequate sight distance is achieved to comply with Australian Standard AS2890.1:2004 Section 3.2.4 and as specified in Ausroad's Guide to Road Design Part 4A Section 3.4 - 'Sight Distance at Property Entrance'.
 - c) Minimum 10.0m and 9.0m clearance shall be maintained from any road intersection and between adjacent crossovers respectively.
 - d) Any proposed vehicular crossing shall have satisfactory clearance to any side-entry pit, power or Telecommunications pole, manhole cover or marker, or street tree. Any relocation, alteration or replacement required shall be in accordance with the requirements of the relevant Authority and shall be at the applicant's expense.
28. The final location and construction of the vehicle crossing is to be approved by the Responsible Authority via a "Consent to Work within the Road Reserve", prior to the undertaking of works.
29. All works must be constructed and completed prior to statement of compliance.
30. All costs incurred in complying with the above conditions shall be borne by the permit holder.

Coliban Water Conditions

31. The owner is required to provide reticulated water and sewerage services to each of the lots within the subdivision and comply with any requirements arising from any effect of the proposed development on Coliban Water assets. Services are to be provided in accordance with our specifications. A reticulated sewer mains extension will be required to service each of the proposed lots in this subdivision.

32. All Coliban Water assets within the subdivision, both existing and proposed, are to be protected by an easement in favour of Coliban Region Water Corporation.

33. Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must make payment to Coliban Water of New Customer Contributions (NCCs). These contributions are based upon the number of additional allotments connected (or to be connected) to Coliban Water's water, sewer or recycled water networks. A quote will be supplied to the owner on the referral of the Certified plan of subdivision.

Country Fire Authority Conditions

Mandatory condition at Clause 44.06-2 of the Planning Scheme

34. The bushfire protection measures forming part of this permit or shown on the endorsed plans, including those relating to construction standards, defendable space, water supply and access, must be maintained to the satisfaction of the responsible authority on a continuing basis. This condition continues to have force and effect after the development authorised by this permit has been completed.

35. Amended Bushfire Management Plan

36. Before the development starts, a Bushfire Management Plan must be submitted to and endorsed by the Responsible Authority. Once endorsed the plan must not be altered unless agreed to in writing by CFA and the Responsible Authority. The plan must be generally in accordance with the Bushfire Management Plan prepared by Keystone Alliance Bushfire Assessments Ref# B23076/3.0, dated Dec-2022 but modified to replace the conditions for Water Supply with:

a) Water Supply (all lots)

5000 litres of effective water supply for firefighting purposes must be provided for each dwelling which meets the following requirements:

i) Is stored in an above ground water tank constructed of concrete or metal.

- ii) *All fixed above-ground water pipes and fittings required for firefighting purposes must be made of corrosive resistant metal.*
- iii) *Include a separate outlet for occupant use.*

Hydrants

37. Prior to the issue of a Statement of Compliance under the Subdivision Act 1988 the following requirements must be met to the satisfaction of the CFA:

- a) *Above or below ground operable hydrants must be provided. The maximum distance between these hydrants and the rear of all building envelopes (or in the absence of building envelopes, the rear of the lots) must be 120 metres and the hydrants must be no more than 200 metres apart. These distances must be measured around lot boundaries.*
- b) *The hydrants must be identified with marker posts and road reflectors as applicable to the satisfaction of the Country Fire Authority. Note –CFA’s requirements for identification of hydrants are specified in ‘Identification of Street Hydrants for Firefighting Purposes’ available under publications on the CFA web site (www.cfa.vic.gov.au)*

Department of Transport Conditions

38. Prior to the issue of Statement of Compliance or the commencement of construction of the two new dwellings (whichever comes first) the existing and new crossover and driveway are to be constructed to the satisfaction of the Responsible Authority and at no cost to the Head, Transport for Victoria.

39. The driveway for proposed Lots 2 & 3 is to be designed and constructed to allow vehicles to egress the properties in a forward direction and to the satisfaction of the Responsible Authority and at no cost to the Head, Transport for Victoria.

Permit Expiration Conditions

40. This permit will expire if one of the following circumstances applies:

- a) *The development is not started within two years of the date of this permit.*
- b) *The development is not completed within four years of the date of this permit.*
- c) *The plan of subdivision is not certified within two years of the date of the permit.*
- d) *A statement of compliance is not issued within five years of the date of certification of the Plan.*

The Responsible Authority may extend the permit if a request is made in writing in accordance with Section 69 of Planning and Environment Act 1987.

Permit Notes:

Buildings Approval Required: This permit does not authorise the commencement of any building construction works. Before any such development may commence, the applicant must apply for and obtain appropriate building approval.

Country Fire Authority: CFA has identified that a single 10,000L water tank for firefighting purposes had been proposed for the application. Table 4 of Clause 53.02-5 of the Victorian Planning Provision require each lot is to have a separate water tank. CFA has assessed that the fire plug to the rear of lot 2 exceeds the 120m fire hydrant to the rear of the lot (or to the rear of the building envelope) requiring installation of a new hydrant as per Clause 56.09-3 of the Hepburn Planning Scheme.

The inclusion of the mandatory subdivision condition at clause 44.06-5 of the Scheme is not required on this occasion. This is because the proposal is to construct the two dwellings. The mandatory buildings and works conditions at Clause 44.06-2 of the Scheme is required to be applied to any permit issued.

MOTION

That Council defers consideration of the application until further discussions have been had with the applicant.

Moved: Cr Jen Bray

Seconded: Cr Juliet Simpson

Carried

Voted for: Cr Brian Hood, Cr Jen Bray, Cr Juliet Simpson, Cr Tessa Halliday and Cr Tim Drylie

Voted against: Cr Don Henderson and Cr Lesley Hewitt

Abstained: Nil

BACKGROUND*Site and Surrounds*

The subject site has a total land area of 2,221.0m² and is a rectangularly shaped allotment with a frontage to Cosmo Road along its western boundary, which is accessed via an existing gravel driveway. The northern, eastern and southern boundaries of the property abut residential properties. The site currently contains a single-storey brick veneer dwelling which is sited closer to the property's frontage to Cosmo Road, with a front setback over 15m. The site is currently zoned Neighbourhood Residential Zone (Schedule 3) and is also subject to the provisions of the Bushfire Management Overlay (Schedule 1) and the Environmental Significance Overlay (Schedule 1).

The subject site slopes down eastwards towards the rear of the property, with a total fall of 3.35m. There are several established trees on site, which have been identified

in the applicant’s survey, we note that some of these do require removal as part of the proposed works, but that no native species are present. The site has access to all required services including sewer, with a sewer main running through the rear of the site.

The property is located within the Trentham township boundary, with much of the surrounding land uses also residential in nature, often consisting of single-storey dwellings on lots of similar sizes, and it is noted that other battle-axe style subdivisions have occurred nearby.

The site is directly opposite the Trentham Cemetery and a short distance from Trentham Recreation Park Reserve. There are sparse public transport options within Trentham, limited primarily to the bus stop on Market Street.

Proposal

The proposal is for the development of two semi-detached units to the rear of the existing dwelling and the three-lot subdivision of the land, retaining the existing dwelling in one of the lots, and creating one for each of the new units.

While, it has not been included in the applicant’s proposal, it has been noted that it is also proposed to create a double crossover by modifying the existing crossover, which is adjacent to a Principal Road Network (TRZ2), and therefore also requires a permit. A referral was sent to the Department of Transport as part of the assessment process. Following a request from Council for further information, which requested that a planning report be submitted, the applicant’s proposal was updated to include this component.

Both of the proposed units will have three bedrooms and a two-car garage. The garages of the units will have a common dividing wall.

A new common property shared driveway 4.5m wide will be constructed adjacent to the side of the front dwelling as part of the development for vehicle access to the rear lots. A 4.2m wide reversing bay will be part constructed in front of the rear dwellings to allow for vehicles to turn around and exit in a forward motion.

This shared accessway driveway will be offset 720mm from the side southern boundary to allow for landscaping and screen planting.

Relevant Planning Ordinance applying to the site and proposal

Zoning:	Neighbourhood Residential Zone – Schedule 3 (NRZ3)
Overlays:	Bushfire Management Overlay – Schedule 1 (BMO1) Environmental Significance Overlay – Schedule 1 (ESO1)
Particular Provisions	Clause 52.06 Car Parking Clause 52.29 Land Adjacent to the Principal Road Network

	<p>Clause 53.02 Bushfire Planning</p> <p>Clause 55 Two or more dwellings on a lot</p> <p>Clause 56 Residential Subdivision</p>	
Relevant Provisions of the PPF	<p>LPPF</p> <p>02.03-1 Settlement</p> <p>02.03-2 Environmental and landscape values</p> <p>02.03-5 Built environment and heritage</p> <p>02.03-6 Housing</p> <p>SPPF</p> <p>Clause 11.01-1L Townships and Settlements</p> <p>Clause 13.02-1S Bushfire Planning</p> <p>Clause 15.01-1L Urban Design</p> <p>Clause 15.01-2S Building Design</p> <p>Clause 15.01-3S Subdivision Design</p> <p>Clause 15.01-3L Subdivision Design in Hepburn Shire</p> <p>Clause 15.01-5S Neighbourhood Character</p> <p>Clause 15.01-5L Neighbourhood Character in Townships and Settlements</p>	
Under what clause(s) is a permit required?	NRZ3: Clause 32.09-3	A permit is required in order to subdivide land.
	NRZ3: Clause 32.09-6	Construction of two or more dwellings on a lot.
	BMO1: Clause 44.06-2	Buildings and Works and Subdivision.
	ESO1: Clause 42.01-2	A permit is required in order to subdivide land.
	Land Adjacent to the Principal Road Network: Clause 52.29-2	A permit is required in order to create or alter access to a road in a Transport Zone 2 and subdivide land adjacent to road in a Transport Zone 2.
Objections?	Six	

Referrals- Internal	Engineering – Conditional Consent
Referrals- External	Department of Transport (DoT)- Conditional Consent Country Fire Authority (CFA)- Conditional Consent Goulburn Murray Water- Unconditional Consent Coliban Water – Conditional Consent Gas- Consent granted

KEY ISSUES

Response to Planning Policy Framework

The relevant policies of the State and Local Planning Policy Framework seek to ensure that land suitable for development is appropriately utilised for such a purpose. These policies also seek to ensure that such development, including a second dwelling and subdivision, are designed having regard to a site’s natural features, confirm whether a site can be appropriately serviced by infrastructure and appropriately considers the existing character of the locality.

The proposed subdivision of the subject site is not an entirely uncommon occurrence in the area, as other subdivisions, and a subsequent density intensification has occurred further north along Cosmo Road, and along nearby Park and Groves Streets. Some of these subdivisions are not dissimilar from the one currently before Council, whereas others are more intensive. While the property is located closer to the southern edge of the Trentham Township Boundary, its position along a main road still appropriate for an increase in density, additional vehicle movements and is well located to take advantage of access to the town centre.

The proposed development of two semi-detached units at the rear of the existing dwelling, and the associated subdivision, is supported by high level, local planning policy which seeks to consolidate residential development within the established townships. In this way, these new developments have greater and more convenient access to services which exist and require little works to connect to.

The proposal is in keeping with the preferred neighbourhood character objectives established for the Trentham township area (Schedule 3 Clause 32.09) by way of:

- Maintaining low rise form by proposing a single storey development.
- Not altering the existing streetscape frontage of the site by maintaining the existing single-storey dwelling.
- Retaining mature native vegetation along the property frontage so as to not compromise the streetscape.

Zoning and Overlay Considerations

Neighbourhood Residential Zone – Schedule 3 (NRZ3)

The purpose of the NRZ3 is:

- To ensure development is in keeping with the predominantly low-rise rural township character.
- To maintain a streetscape rhythm of detached dwellings set behind landscaped front gardens with spacious front and side setbacks.
- To encourage the use of light weight materials and open style front fencing that integrates with the rural and landscape setting.
- To encourage landscaping in development with a focus on indigenous planting at the forested edges of the township.

Pursuant to Clause 32.09-3 (Subdivision), a permit is required in order to subdivide land. The zone schedule (NRZ3) does not list a minimum lot size; therefore, officers must consider the merits of the proposal having regard to the existing and emerging lot patterns within the locality and the size of the lots proposed, having regard to site condition and context.

Clause 55 Two or more dwellings on a lot

Pursuant to Clause 32.09-6 (Construction and extension of two or more dwellings on a lot), a permit is required to construct a dwelling if there is at least one dwelling existing on a lot. The two dwellings are proposed upon the two new lots to each be nearly 600m² in area. The retention of the existing dwelling within the proposed development ensures that only one dwelling and existing landscaping around the dwelling will be viewed from the street, with minimal visibility of the rear dwellings. This will keep the property's interface relatively similar to how it presents currently. This is consistent with the pattern and presentation to the street currently seen within Trentham.

A *Clause 55 Two or more dwellings on a lot* assessment of this proposal was provided and predominantly meets the expectation of "ResCode" as to levels of amenity afforded to future occupants and meeting overshadowing and overlooking impacts on neighbouring lots at levels allowed by this clause. In addition to this statewide applied clause, Hepburn Planning Scheme requires subdivisions and proposed developments to meet the local planning policies including layout, landscape and built form character.

The proposed subdivision of the land creates two new lots at the rear of the existing dwelling, which will utilise the location of existing driveway and crossover, though this will need to be modified. A new double crossover will be built in place of the current gravel one, with one half of the new crossover servicing the two rear lots and the other half serving the existing dwelling. This creates a battle-axe style lot layout.

Clause 56 Residential Subdivision

A Clause 56 (Residential Subdivision) assessment is discussed later in this report.

The subdivision pattern in the surrounding area varies, with lots less than 400m² in size located only a short distance away from the site. The proposals lot sizes are 707.10m² (existing dwelling) and 598.35m² for each of the new units, in addition to 317.04m² of common property (the shared driveway accessway). It is considered these lots are still relatively large in comparison to other nearby subdivisions. The proposed lot sizes allow for the retention of existing vegetation in front of the existing dwelling as viewed from the street, and for new landscaping in the private open space of the new units to take place, in line with existing neighbourhood character.

Environmental Significance Overlay – Schedule 1 (ESO1)

The purpose of the ESO1 is:

- To implement the Municipal Planning Strategy and Planning Policy Framework.
- To identify areas where the development of land may be affected by environmental constraints.
- To ensure that development is compatible with identified environmental values.

This overlay seeks to protect the special catchment areas, to manage runoff quality via appropriately treating wastewater or connecting to reticulated services where available and managing cut/fill to control erosion.

The subject site has access to reticulated services and is more than 100m from the nearest mapped watercourse. The new dwellings will be connected to reticulated sewerage, ensuring no impact on the special catchment. The application was referred to Goulburn Murray Water who provided their consent and did not require any conditions be placed on the property.

Stormwater drainage will be managed through the use of rainwater tanks for each lot, with overflow connected to the legal point of discharge. Council's engineering department has assessed the application and has issued no objection to the proposal subject to conditions being placed on the permit to manage stormwater drainage.

Bushfire Management Overlay – Schedule 1 (BMO1)

The purpose of Bushfire Management Overlay is:

- To implement the Municipal Planning Strategy and the Planning Policy Framework.
- To ensure that the development of land prioritises the protection of human life and strengthens community resilience to bushfire.
- To identify areas where the bushfire hazard warrants bushfire protection measures to be implemented.

- To ensure development is only permitted where the risk to life and property from bushfire can be reduced to an acceptable level.

Bushfire Management Overlay- Schedule 1 refers to the areas within Bushfire Attack Level (BAL) - 12.5 within the Hepburn Shire. Pursuant to Clause 44.06-2, a permit is required to subdivide land and construct a building or carry out works for an 'Accommodation'. A Bushfire Management Statement was submitted as part of the application and was referred to Country Fire Authority (CFA) pursuant to Section 55 of the Planning and Environment Act 1987.

CFA has granted consent, subject to conditions. Of note is the conditions require the upgrade and installation of a fire hydrant to the rear of the site to ensure sufficient capacity in the event of a fire.

Clause 52.06 Car Parking

Pursuant to Clause 52.06-1 (Scope), an increase to an existing use by the measure specified in Column C of Table 1 of Clause 52.06-5 for that use under the Hepburn Planning Scheme, the proposal must be assessed against Car Parking provisions. The number of car parking spaces required under Clause 52.06-5 must be provided to the satisfaction of the Council. According to the table in Clause 52.06-5, a dwelling with three or more bedrooms (with studios counted as bedrooms) must have at least two car parking spaces each. The site plan demonstrates an attached garage with each proposed dwelling that can accommodate two cars. Hence, the proposal meets the car park requirements.

Clause 52.29 Land Adjacent to the Principal Road Network

The proposal includes alteration to an existing access from Cosmo Road to the existing dwelling. Additionally, the proposal also includes a new access from Cosmo Road for the lots at the rear of the property. Pursuant to Clause 52.29-2, a permit is required to create or alter access to a road in Transport Road Zone 2. A permit is also required to subdivide land adjacent to a road in a Transport Road Zone 2.

In accordance with Clause 66.03, the application was referred to Department of Transport and was granted with conditional consent.

Neighbourhood Character

The proposal offers an acceptable subdivision and residential development, appropriately taking into consideration the character and cultural heritage significance of the surrounding area. The proposal contributes positively to the local context by offering a design outcome which is cognisant of the need to maintain the appropriate form, scale, and appearance relative to the site and the neighbouring developments.

Adherence to ResCode

The development satisfies the standards and objectives Clause 55 and Clause 56 and adequately demonstrates that appropriate levels of amenity have been afforded to future occupants and that the impacts on the neighbouring lots are within the levels allowed by this policy.

Environmental and Sustainability Issues

The proposed subdivision and placement of the two units at the rear of the property, has been designed with awareness of the natural features and topography of the site. No native vegetation is proposed to be removed from the site, while some exotic planted trees, along the southern boundary, are proposed to be removed in order to facilitate the construction of the new driveway for the rear lots. In accordance with Clause 3.0 under ESO1, a planning permit is not required to *remove, destroy, or lop vegetation including dead vegetation unless the removal, destruction, or lopping vegetation involves any native vegetation on land within 30m of a waterway*. Therefore, any vegetation to be removed does not require planning permission.

The NRZ indicates that consideration of Clause 56 standards in relation of drinking water supply, reused and recycled water, waste and stormwater management. The proposal does not raise any concerns in relation to the management of waste or stormwater, which cannot be appropriately managed through the implementation of permit conditions. The site provides both reticulated stormwater and wastewater services. The application was referred to the relevant authorities (GMW), who responded with no objection and did not list any conditions to be placed on the permit.

Given the above, the proposal is not considered to pose an unreasonable risk to run-off quality within the catchment.

Amenity Considerations

The neighbouring properties abutting the subject site comprise of single dwellings with associated outbuildings. The subdivision layout proposed is similar to others seen in the surrounding area. The placement of the proposed dwellings at the rear of the existing and the lot design will not unreasonably impact the amenity or character of the area.

Subdivision Layout

No. 60, which will retain the existing dwelling, is rectangular shaped and will have an area of 707.10m². No. 60A and 60B, will each be 598.35m² in size and each comprise one unit. A common driveway is provided, granting access to both rear lots. The proposal is able to meet the requirements of Clause 56 and therefore should be supported by Council.

POLICY AND STATUTORY IMPLICATIONS

This application meets Council's obligations as Responsible Authority under the *Planning and Environment Act 1987*.

GOVERNANCE ISSUES

The implications of this report have been assessed in accordance with the requirements of the Victorian Charter of Human Rights and Responsibilities.

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications associated with this report.

FINANCIAL IMPLICATIONS

Any application determined by Council or under delegation of Council is subject to appeal rights and may incur costs at VCAT if appealed.

RISK IMPLICATIONS

No risks to Council other than those already identified.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The application has been advertised by sending notification of the proposal to adjoining and adjacent owners and a notice on the land. As a result, six objections have been received. The issues raised in the objections are addressed individually as follows.

Negative impact on neighbourhood character and loss of amenity

The proposal is in keeping with the preferred neighbourhood character objectives established for the Trentham township area (Schedule 3 Clause 32.09), as the development proposed will maintain the low-rise style seen in the area in the form of single storey developments. The existing streetscape will not be altered by the proposal as the existing dwelling will be retained with its frontage to Cosmo Road, while the units are constructed at the rear, ensuring the same presentation to the street. Additionally, the mature vegetation that is located within the front setback will be retained, in keeping with the local character which utilise their generous front setbacks as garden area. The design and layout of the proposed units respects the neighbouring properties, ensuring no unreasonable overlooking will take place. Further, the proposal addresses the relevant Clause 55 and 56 requirements, for objectives such as permeability, setback etc; positively and is ultimately considered appropriate given the context of the site and the surrounding area.

Loss of native vegetation

The applicant has not proposed the removal of any native vegetation from the site, with any vegetation that is required for removal, limited to planted exotic species.

Under Schedule 1 of the ESO, a permit is only required to remove, destroy or lop vegetation including dead vegetation if its native vegetation on land within 30 metres of a waterway. As these parameters do not apply in this scenario, no permit is required. The applicant has ensured the retention of the trees within the front setback of the property, in keeping with local character and adequate space has been provided at the rear of the proposed lots for further landscaping to occur.

Site permeability

Rescode Clause 55.03-4, outlines the relevant standards for permeability, and states that the site area covered by pervious surfaces should be at least 20% of the total site area. The proposed total site coverage of all the dwellings and driveway combined equates to approximately 45%, leaving approximately 55% of the property as garden area, well in excess of the required minimums for permeability. Council therefore considers that the applicant has satisfactorily complied with the applicable ResCode standards for permeability.

Increase in traffic

The increase in traffic that the proposal will generate is considered relatively innocuous. As the application also proposed to create and modify access to a road in a TZ2, the application was also referred to the Department of Transport (DoT). DoT assessed the applicant's proposal and did not object to the proposal or raise any concerns in regard to traffic generation.

Drainage

Several objectors raised concerns around potential drainage issues from the site, with many expressing concerns based on past issues following storm events in the Trentham area. The applicant proposes to direct runoff into the drainage system toward the rear of the property, and water tanks will be installed for each lot, which will further assist with the capture and treatment of stormwater during rain events.

In addition to these proposals, Council will impose conditions on any permit issued that require the provision of an onsite stormwater detention system that is designed to ensure the level of runoff post-development does not exceed that which occurred pre-development. These measures are seen as sufficient for the treatment of stormwater within the development and an acceptable outcome.

Access for emergency services

Some objectors expressed concerns around the level of access afforded to emergency vehicles who may need to access the property, there were specific concerns on whether firefighting vehicles would be able to manoeuvre. Table 5 of Clause 53.02 (Bushfire Planning) lists specific requirements around vehicle access design and construction so that firefighting vehicles are easily accommodated by a development. The standard states that when a length of access is greater than 30m, as is the case with the applicant's proposal, that the minimum trafficable width is

3.5m, and that this should be clear of encroachments for at least 0.5m on each side of the driveway.

The proposed shared accessway driveway is 4.5m wide alongside the existing dwelling (plus 720mm offset from the side boundary) and has turnaround area provisions (4.2m wide) so that all vehicles can exit the property in a forward-facing direction. It is therefore considered that the proposal has made adequate provisions for use of the site by emergency vehicles to enter and manoeuvre safely and efficiently.

CONCLUSION

The proposed three lot subdivision, development of two additional dwellings and altered access to a transport road zone is considered acceptable in relation to the existing neighbourhood character, allowing safe access, and sufficient space for landscaping and garden area. The application was referred to relevant external and internal authorities and no objection were offered to the proposal subject to conditions.

It is on this basis that the proposed subdivision, development and altered access to a road zone is an appropriate character response in the context of the surrounding area. It shows a satisfactory level of compliance, subject to conditions. Therefore, it is considered that this application is consistent with the policies, zone and overlays for the subject site.

Bushfire Management Statement Pathway 2

Property Address:

60 Cosmo Road Trentham 3458

Prepared for: Anne and Stephen Barrett

Date: December 2022

Ref# 23076/3.0



Bushfire Assessments project: 23076/3.0
Cover image: Looking at site from Lewis Road.

Bushfire Assessments

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Version Control

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1.0	1/09/2022	Peer review	Viky Patsari Admin
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2.0	29/11/2022	Revised Site Plan	To client
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1 Executive Summary

The property was visited in **September 22** to undertake a bushfire hazard assessment.

The site is a **residential** lot in a **Neighbourhood Residential Zone** of **Hepburn Shire**

The parcel to be developed has a total area of approximately **2,221m²**.

We are seeking development approval to **alter/extend one building and construct two buildings (dwellings)**.

On-site and surrounding area vegetation within the 150m assessment area is classified as **forest & low threat**.

Classified vegetation **forest** on a flat land or upslope constructing with a **BAL 12.5** defensible space around the building is **50m or to the property boundary, whichever is lesser**, corresponding to Clause 53.02-5 Table 2

The area close to the site has no bushfire history, and in the event of a bushfire, the impact to the dwelling will be from **ember attack**.

There are several designated NSP in **Hepburn Shire** the **Trentham** is the closest one.

A **10,000**-litre water tank will be required for firefighting purposes,

Access can meet BMO's access requirements (Appendix 4).

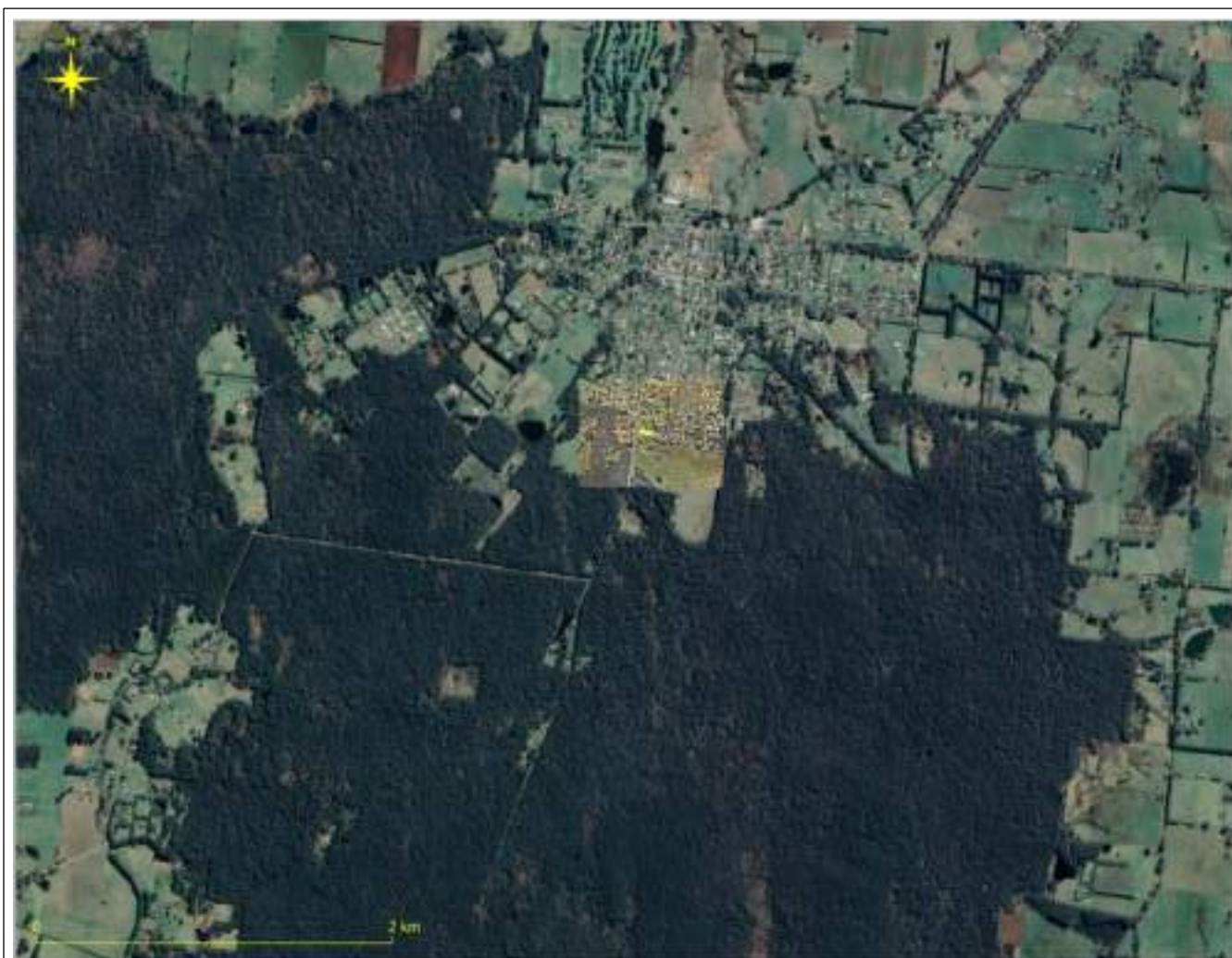


Figure 1 Aerial view of site highlighted parcel to be developed QGIS, data.vic.gov.au, google maps & nearmap

2 Introduction

The proposal seeks development approval to **alter/extend one building and construct two buildings (dwellings)** on the land known as; **60 Cosmo Road Trentham 3458**. The property comprises of one parcel as seen in *Figure 1 & Figure 2* and shown on the planning scheme map as **BMO1, Creswick, Daylesford, Hepburn, Trentham BAL-12.5** areas

Keystone Alliance Bushfire Assessments has been engaged by; **Anne and Stephen Barrett** to provide a Bushfire Management Statement in accordance with Clause 44.06 Bushfire Management Overlay and 53.02 Bushfire Planning requirements at which is to accompany the planning permit application lodged with **Hepburn Shire**.

This assessment describes the subject site and surrounding area in relation to the risk associated with the Bushfire Attack Level (BAL), together with the relevant planning controls, namely, Australian Standard 3959-2018, "Construction of buildings in bushfire-prone areas."

The parcel to be developed has **a rectangular** shape and an area of approx. **2,221m²** it is located within the **township of Trentham** in one of **Hepburn Shire** urban areas. The property's static water supply will be from water tanks, it is provided with telecommunication services, and is connected to the sealed road network. Vehicular access to the land is via **Cosmo Road**. (*as in Figures 1 & 2*)

The purpose of the report is to assist in a decision of issuing a planning permit for the construction of the proposed development in a Bushfire Management Overlay.

3 Site Description

3.1 Site shape, dimensions, size and planning controls

Local government:	Hepburn Shire
Lot and Plan Number:	Lot 5 LP208920
The shape of the site is:	rectangular
The dimensions of the site are:	Please refer to Image 2 Site Dimensions
The site has a total area of:	Approximately 2,221m ²
The zoning of the site is:	NEIGHBOURHOOD RESIDENTIAL ZONE (NRZ) NEIGHBOURHOOD RESIDENTIAL ZONE - SCHEDULE 3 (NRZ3)
The overlays that apply to the site are: Effected:	BMO1 & ESO

Assessed by: **Paul Apostolos Oikonomidis**



Figure 2 Property's dimensions

QGIS data.vic.gov.au, google maps & nearmap

4 Bushfire hazard site assessment

A vegetation hazard assessment was carried out within a 150m radius from the proposed development. Within this area our interest was directed on the type of vegetation surrounding the proposal the distance from the proposal and the effective slope it stood (see Figure 3 below).

Vegetation to the southwest is just within the 150m assessment area at a distance of 70m and width facing the proposed development less than 20m, therefore it can be considered low threat.

Figure 3 Assessment Area



4.1 Hazard Assessment

The proposed development has been assessed under Victoria's Planning Provisions Clause 44.06, 53.02 and AS 3959 – 2018 "Construction of buildings in bushfire prone areas."

Plot	Vegetation Classification	Effective Slope (degrees)		Separation (m)	BAL	Defendable Space (m)
1	Excludable – Clause 2.2.3.2(f)	N/A	N/A	NA	BAL – 12.5	NA
2	Excludable – Clause 2.2.3.2(f)	N/A	N/A	NA	BAL – 12.5	NA
3	Excludable – Clause 2.2.3.2(f)	N/A	N/A	NA	BAL – 12.5	NA
4	Excludable – Clause 2.2.3.2(f)	N/A	N/A	NA	BAL – 12.5	NA

PB= property boundary

An assessment of the site conditions has categorized this site as **BAL-12.5** fire risk and a requirement of defendable space around the building is **50m or to the property boundary, whichever is lesser.**

4.2 Vegetation

Low Threat Vegetation

Excluded vegetation and non-vegetated areas

Areas of low threat vegetation and non-vegetated areas have been excluded under one or more of the following AS 3959-2018 exclusion criteria (Standards Australia, 2018):

- i. Vegetation more than 150m from the site.
- ii. Non-vegetated areas, including waterways, roads, footpaths, buildings and rocky outcrops.
- iii. Low threat vegetation, including grassland managed in a minimal fuel condition, maintained lawns, golf courses, maintained public reserves and parklands, vineyards, orchards, cultivated gardens, commercial nurseries, nature strips and windbreaks.

4.3 Photos of Assessment Area



PLOT1 North adjacent lot, maintained vegetation



PLOT2 Eastern adjacent lot, maintained vegetation



PLOT3 *Eastern neighbouring lot, maintained vegetation*



PLOT4 *Western cemetery excluded vegetation.*

5 Bushfire Hazard Landscape Assessment

5.1 Location description

The proposed development is sited within the township of Trentham.

Land surrounding the proposal within a 500m radius to the north, east and west there are established urban residential blocks which vary in size. All these sites have houses, sheds, driveways and gardens. South land on the contrary is occupied by an established mid density forest creating a bushfire risk to the area. In the surrounding landscape bushfire risk is considered high.

Considering the siting of the proposal within the landscape, likelihood of a bushfire event is considered **possible**; signifying the threat could take place sometime in the future. The consequences from a bushfire event are indicated as **moderate**; with no fatalities, localized damage only, a significant financial loss, some medical treatment may be required including hospitalisations.

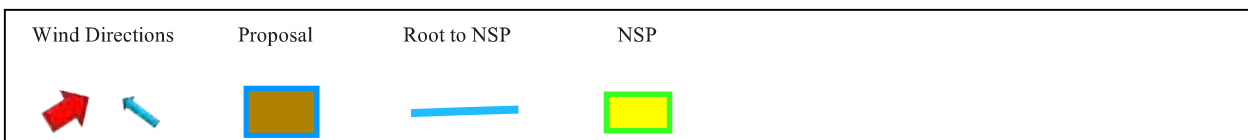
Due to the type & extent of vegetation surrounding the proposal a potential fire run can take place in extreme weather conditions. A landscape fire is possible approaching from the west or southwest.

The main driveway access into the site is from **Cosmo Road**. This is a dual carriageway, linking to **Trentham's** closest CFA Fire Station located **950m** via road on **25 Market Street** east of the entrance driveway.

Location & Landscape Assessment



Figure 4 Location of site



Hepburn Shire has **several** designated Neighbourhood Safe Places (NSP). The Trentham at Central Business District on Camp St is the closest NSP at approx. 950 m as you can see in *Figure 4* above.

5.1.1 Landscape risk

Clause 13.05 stipulates that new development is only permitted where 'the risk to human life, property and community infrastructure from bushfire can be reduced to an acceptable level'. To assist in defining the risk, four 'broader landscape types', representing different risk levels are described in "Planning Permit Applications Bushfire Management Overlay Technical Guide Sep. 2017".

The four types range from low risk landscapes where there is little hazardous vegetation beyond 150m of the site and extreme bushfire behaviour is not credible, to extreme risk landscapes with limited or no evacuation options.

The Technical Guide outlines four Landscape Types. The local landscape character surrounding the property is most attributable to Landscape **Type 2**:

Table 1- Landscape risk

Broader Landscape Type 1	Broader Landscape Type 2	Broader Landscape Type 3	Broader Landscape Type 4
<ul style="list-style-type: none"> • There is little vegetation beyond 150m of the site (except grasslands and low-threat vegetation). • Extreme bushfire behaviour is not possible. • The type and extent of vegetation is unlikely to result in neighbourhood-scale destruction of property. • Immediate access is available to a place that provides shelter from bushfire. 	<ul style="list-style-type: none"> • The type and extent of vegetation located more than 150 metres from the site may result in neighbourhood-scale destruction as it interacts with the bushfire hazard on and close to a site. • Bushfire can only approach from one aspect and the site is located in a suburban, township or urban m area managed in a minimum fuel condition. • Access is readily available to a place that provides shelter from bushfire. This will often be the surrounding developed area. 	<ul style="list-style-type: none"> • The type and extent of vegetation located more than 150 metres from the site may result in neighbourhood-scale destruction as it interacts with the bushfire hazard on and close to a site. • Bushfire can approach from more than one aspect. • The site is in an area that is not managed in a minimum fuel condition. • Access to an appropriate place that provides shelter from bushfire is not certain. 	<ul style="list-style-type: none"> • The broader landscape presents an extreme risk. • Evacuation options are limited or not available.

5.2 Bushfire History

Hepburn Shire areas are prone to bushfires, the area hasn't been impacted by bushfires in the recent history. Controlled burns have taken place and a wildfire history has not been recorded in the wider areas surrounding the proposal as you can see on Map 2. The immediate area has no wildfire history, and the publicly available database indicates that the site itself has not experienced bushfire.



Figure 5 Bushfire history & planned burns around the proposal *QGIS data.vic.gov.au, google maps & nearmap*



5.3 Bushfire Scenario

The most likely bushfire scenarios are those typically associated with the direction of the wind on severe or higher, fire danger days i.e. approach of bushfire from the north, northwest, west or southwest.

Hazard vegetation in this occasion is located **south west** from the proposal, the development site will be impacted upon by a **landscape scale** fire approaching from the **west, southwest**. A fire from these directions would approach through the **forested** areas of driven by **south, south-western** winds commonly experienced during summer after a wind change.

Whilst the **western forested** areas may intemperately increase the speed and intensity of the fire before it impacted the site, under the BMO conditions of low humidity, elevated temperatures and fierce winds, the development could be subjected to significant ember attack and possibly radiant heat. The cleared areas around the development are a considerable asset in this scenario and substantially reduce the threat of radiant heat and flame impacts.

The **forested** areas to the **west** of the site are a potential hazard to the development and could result in a fire approaching from the **west**, generating significant ember attack and radiant heat.

Whilst the **forested** area, can cause substantial amounts of embers and burning material to be blown long distances, the development site is sufficiently setback from the **hazard** such that it will be able to provide appropriate defensible space, commensurate with the risk and proposed construction standard of the building.

6 Bushfire Management Statement

6.1 Landscape, siting and design objectives

- Development is appropriate having regard to the nature of the bushfire risk arising from the surrounding landscape.
- Development is sited to minimise the risk from bushfire.
- Development is sited to provide safe access for vehicles, including emergency vehicles. Building design minimises vulnerability to bushfire attack.

Compliance with these objectives at Clause 53.02-4.1 is proposed via the following Approved measures.

6.1.1 Approved measure 2.1 Landscape

'The bushfire risk to the development from the landscape beyond the site can be mitigated to an acceptable level'.

As identified in Section 5 the landscape is **not one** of extreme bushfire risk. Whilst a landscape scale bushfire could impact the site, the speed and intensity of a fire approaching from the **west**, will be somewhat moderated by residential land managed to low fuel levels surroundings of the proposal and of areas of low threat and/or non-vegetated areas.

To the **west at a distance** there are large contiguous **forested** areas and the possibility of a potential fire run in extreme weather conditions of high temperatures and low humidity is feasible.

It is proposed that the risk can be mitigated to an acceptable level by implementing bushfire protection measures in compliance with the BMO requirements including BAL construction standard, commensurate defensible space, provision of a water supply for firefighting, ensuring good access and egress are available for occupants and emergency services and, most importantly, management planning in the form of a Bushfire Emergency Management Plan.

6.1.2 Approved measure 2.2 Siting

A building is sited to ensure the site best achieves the following:

- *The maximum separation distance between the building and the bushfire hazard.*
- *The building is in close proximity to a public road.*
- *Access can be provided to the building for emergency service vehicles.*

The proposed development is sited to have maximum distance from hazard vegetation from all aspects. Sufficiently distant to achieve **BAL-12.5** defensible space.

The building will be sufficiently distant from hazardous vegetation such that 'Table 2' to Clause 53.02-5 setbacks are achieved (please refer to Defensible Space Map 3).

The proposed development is close to a main public road enabling access and egress in compliance with BMO requirements for emergency vehicles and occupants/visitors.

6.1.3 Approved measure 2.3 Design

A building is designed to be responsive to the landscape risk and reduce the impact of bushfire on the building.

All BAL standards above BAL-Low are deemed to satisfy the building code requirement that buildings be designed and constructed to reduce the risk of ignition from a bushfire, appropriate to the:

- (a) 'potential for ignition caused by embers, radiant heat or flame generated by a bushfire; and
- (b) intensity of the bushfire attack on the building' (Building Code of Australia 2016).

The design of the buildings will aim to facilitate wind flow over the building and easy maintenance (e.g. cleaning of gutters) and avoid complex roof lines which may allow build-up of debris (e.g. accumulation of leaves and bark) and trap embers. Walls and eaves should similarly avoid or minimise re-entrant corners and other features that may trap debris and embers. The proposal will be constructed with a **BAL-12.5**.

6.2 Defendable space and construction objectives

'Defendable space and building construction mitigate the effect of flame contact, radiant heat and embers on buildings'.

Compliance with this objective is proposed via the following Approved and Alternative measures.

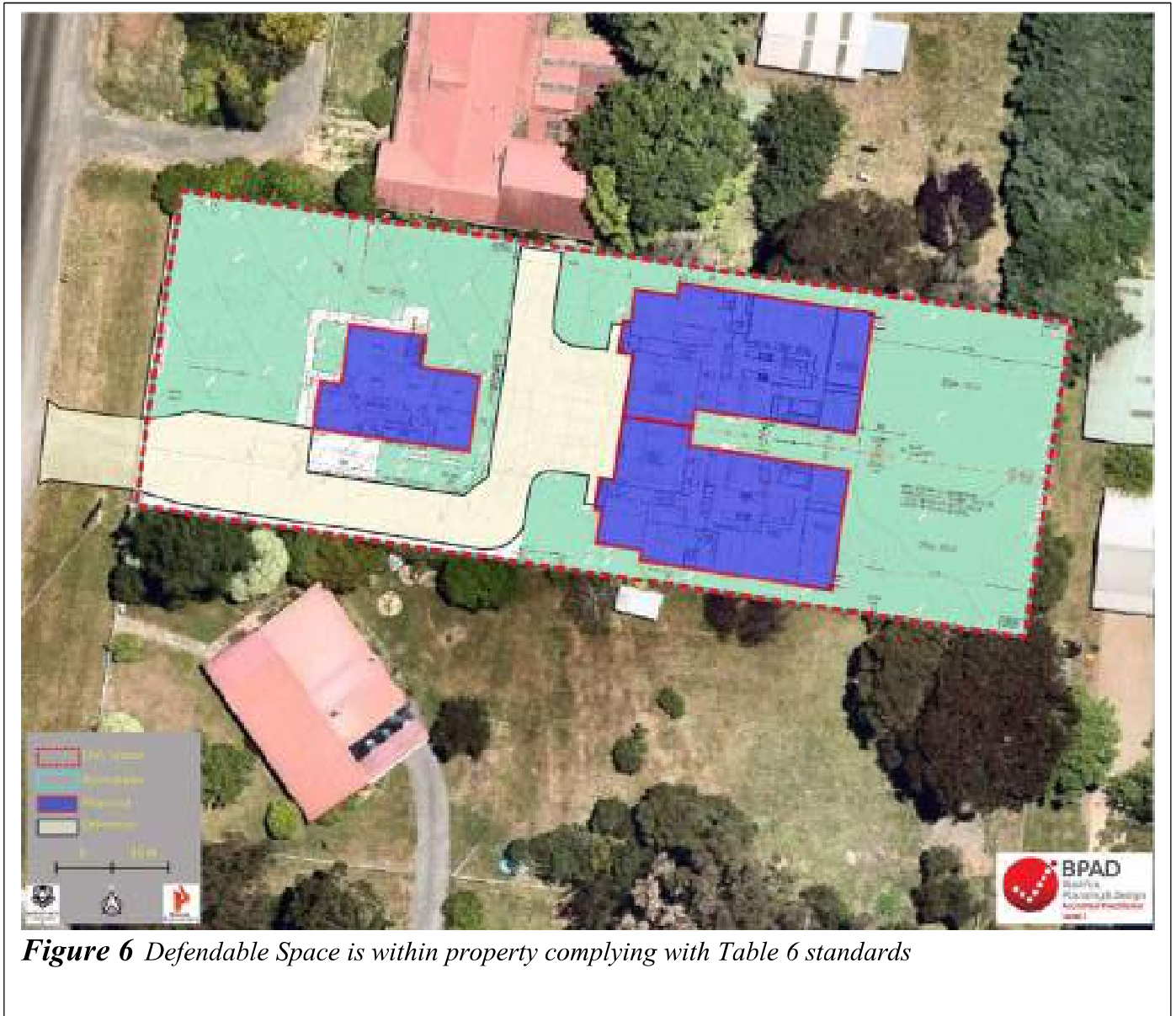
Approved measure 3.1 (AM 3.1) requires that: 'A building used for a dwelling (including an extension or alteration to a dwelling), a dependant person's unit, industry, office or retail premises is provided with defendable space in accordance with:

- Column A, B or C of Table 2 to Clause 53.02-5 wholly within the title boundaries of the land; or If there are significant siting constraints,
- Column D of Table 2 to Clause 53.02-5.

The building is constructed with a **BAL-12.5** the bushfire attack level that corresponds to the defendable space of **50m or to the property boundary, whichever is lesser** provided in accordance with Clause 53.02-5 Table 2.

6.2.1 Building defensible space

The habitable building will be constructed with a **BAL-12.5** vegetation classified as **low threat** on any effective slope required defensible space is **50m or to the property boundary, whichever is lesser** from the edges of the proposal as shown in *Figure 6* corresponding to Clause 53.02-5 Table 2.



6.3 Water supply and access objectives

'A static water supply is provided to assist in protecting the property.

Vehicle access is designed and constructed to enhance safety in the event of a bushfire'.

These objectives can be achieved via Approved measures 4.1 (AM 4.1):

'A building used for a dwelling (including an extension or alteration to a dwelling), a dependant person's unit, industry, office or retail premises is provided with:

- A static water supply for firefighting and property protection purposes specified in Table 4 to Clause 53.02-5.*
- Vehicle access that is designed and constructed as specified in Table 5 to Clause 53.02-5'.*

The water supply may be in the same tank as other water supplies if a separate outlet is reserved for firefighting water supplies.

It is proposed that a minimum total capacity of **10,000**-litres be provided as a dedicated static water supply for bushfire firefighting only.

Access

Internal roads will provide access in accordance with the vehicle access design and construction specifications in Table 5 to Clause 53.02-5 (detail provided as Appendix 4).

7 Clause 13.02-1S Bushfire

Clause 13.02-1S Bushfire has the objective to “*strengthen the resilience of settlements and communities to bushfire through risk-based planning that prioritises the protection of human life*”. This clause applies to land within the Bushfire Prone Area (BPA), BMO or proposed to be used or developed in a way that may create a bushfire hazard. Clause 13.02-1S contains five strategies to meet the objective, being:

- Protection of human life.
- Bushfire hazard identification and assessment.
- Settlement planning.
- Areas of high biodiversity conservation value; and
- Use and development control in a BPA.

This development addresses the requirements of Clause 13.02-1S in several ways. It is considered that the development can appropriately prioritise the protection of human life by ensuring that the proposed building within the development will not be exposed to a radiant heat flux of more than **12.5** kilowatts/square metre, which is commensurate to a BAL **12.5** construction standard.

The lot is **2,221** m² and is required to provide a minimum static water supply of **10,000** - litres as per Table 4 to Clause 53.02-5. Vehicles can easily access the development since it is on a main public road.

This report identifies the bushfire hazard and applies the standard site assessment methodology used in AS3959-2018 and Clause 53.02, which is applied to developments in the BMO and is based on the best available science. The bushfire modelling inputs that form the basis for this methodology factor in vegetation type (e.g., Woodland, Grassland), potential fuel-loads in a long-unburnt vegetation community, weather conditions on higher bushfire risk days (e.g. wind speed, fuel moisture content, days since last rainfall) and the effect of slope gradient on the way fire travels through unmanaged vegetation. The site assessment process and desktop assessment using GIS software has determined the most appropriate vegetation type and commensurate slope category for each section/aspect of unmanaged vegetation.

Non-vegetated areas such as dwellings, roads, driveways and footpaths are considered part of a landscape in which a building would be rated as BAL-LOW (AS3959- 2018). Occupants will be able to move towards areas rated as BAL-LOW by travelling in a generally **northern** direction into a highly urbanised area, or at the more localised scale, directly **north** on **Cosmo Road** leading to the closest NSP in **Trentham**.

The CFA specify that areas where development should not proceed could include:

- Isolated settlements where the size and/or configuration of the settlements will be insufficient to modify fire behaviour and provide protection from a bushfire.
- Where bushfire protection measures will not reduce the risk to an acceptable level.
- Where evacuation (access) is severely restricted.
- Where the extent and potential impact of required bushfire protection measures may be incompatible with other environmental objectives or issues, e.g., vegetation protection, land subject to erosion or landslip' (CFA, 2015).

None of these criteria or characteristics are applicable to the area of the proposed.

8 Overall Conclusion

The proposed development has been assessed under Clause 53.02 & AS 3959 – 2018.

An assessment of the site conditions & adjoining property has categorised this site as “**BAL 12.5**” fire risk, with Sections 3 & 5 utilised for the building construction under AS3959 and is subject to the recommendations outlined above.

The proposed development has been sited and designed to avoid on and off-site constraints. AS3959 2018 ‘Construction of buildings in a bushfire prone area’ describes **risk category for:**

- **BAL – 12.5 as: “Ember Attack”**
- BAL – 19 as: “Increasing levels of Ember Attack and burning debris ignited by wind borne embers with increasing heat flux between 12.5-19KW”
- BAL – 29 as: “Increasing levels of Ember Attack and burning debris ignited by wind borne embers with increasing heat flux between 19-29KW”
- BAL – 40 as: “Increasing levels of Ember Attack and burning debris ignited by wind borne embers with increasing heat flux with the increased likelihood of exposure to flames.
- BAL – FZ as: Direct exposure to flames from fire front in addition to heat flux and ember attack.

The final categorization of this site is subject to the relevant fire authority (CFA/MFB) review and approval.

Overall, the proposed development meets the requirements of the BMO and Clause 53.02– Bushfire Protection: Planning requirements.

Appendix 1: BMO vegetation management standards

Clause 53.02.5 Table 6 Vegetation management requirement

Vegetation management requirement

Defendable space is provided and is managed in accordance with the following requirements:

- Grass must be short cropped and maintained during the declared fire danger period.
- All leaves and vegetation debris must be removed at regular intervals during the declared fire danger period.
- Within 10 metres of a building, flammable objects must not be located close to the vulnerable parts of the building.
- Plants greater than 10 centimetres in height must not be placed within 3 metres of a window or glass feature of the building.
- Shrubs must not be located under the canopy of trees.
- Individual and clumps of shrubs must not exceed 5 square metres in area and must be separated by at least 5 metres.
- Trees must not overhang or touch any elements of the building.
- The canopy of trees must be separated by at least 5 metres.
- There must be a clearance of at least 2 metres between the lowest tree branches and ground level.

Unless specified in a schedule or otherwise agreed in writing to the satisfaction of the relevant fire authority.

Appendix 2: BMO static water supply requirements

Table 4 from Clause 53.02-5

Table 4 Water supply

Lot sizes (square meters)	Hydrant available	Capacity (litres)	Fire authority fittings and access required
Less than 500	Not applicable	2,500	No
500-1,000	Yes	5,000	No
500-1,000	No	10,000	Yes
1,001 and above	Not applicable	10,000	Yes

Water tank

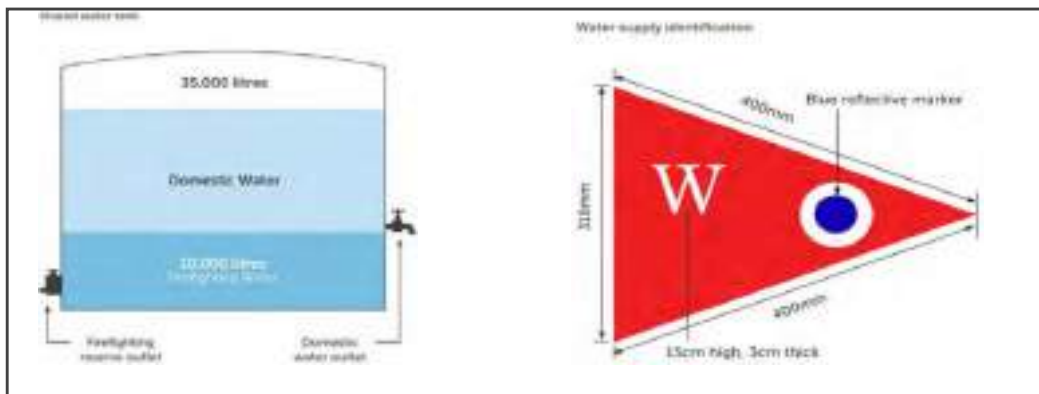
Note 1: A hydrant is available if it is located within 120 metres of the rear of the building

Note 2: Fittings must be in accordance with the published requirements of the relevant fire authority.

requirements

'The water supply should

be stored in an above ground water tank constructed of concrete, steel or corrugated iron. The water supply should be identified. The water supply may be provided in the same water tank as other water supplies



provided they are separated with different outlets'.

CFA Fittings (CFA, 2014b)

'If specified within Table 4 to Clause 53.02-5 (if fire brigade access to your water supply is required), CFA's standard BMO permit conditions require the pipe work, fittings and tank outlet to be a minimum size of 64 mm.

65 mm BSP (British Standard Pipe) is the most common size available. A 65mm fitting is equivalent to the old 2 1/2 inch. A 65 mm BSP (2 1/2 inch) fitting exceeds CFA's requirements and will therefore comply with CFA's standard permit conditions for the BMO.

Diagram 1 below shows some common tank fittings available at most plumbing suppliers which meet the connection requirements. It includes a 65mm tank outlet, two 65 mm ball or gate valves with a 65mm male to 64 mm CFA 3 threads per inch male coupling. This is a special fitting which allows the CFA fire truck to connect to the water supply. An additional ball or gate valve will provide access to the water supply for the resident of the dwelling'



Diagram 1 CFA Standard permit conditions for water supply, in FRV areas pls check if they use same fittings or Storz Fitting apply.

Conditions required for all applications

'Show [xx litres] of effective water supply for firefighting purposes which meets the following requirements:

- Is stored in an above ground water tank constructed of concrete or metal.
- All fixed above-ground water pipes and fittings required for firefighting purposes must be made of corrosive resistant metal'.

Additional conditions to apply if CFA fittings and access is required

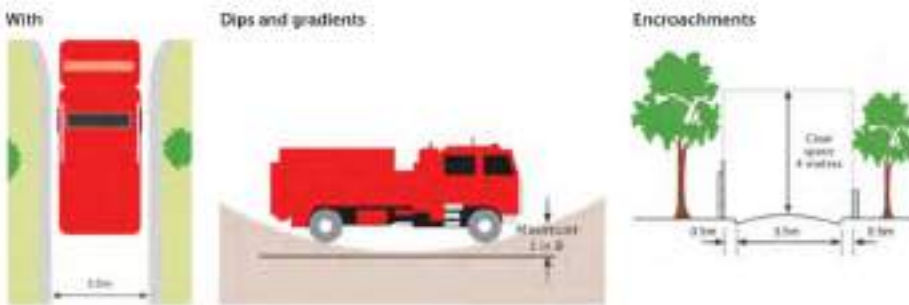
'The water supply must also –

- Incorporate a ball or gate valve (British Standard Pipe (BSP) 65mm) and coupling (64 mm CFA 3 thread per inch male fitting).
- The outlet/s of the water tank must be within 4m of the access way and be unobstructed.
- Be readily identifiable from the building or appropriate identification signage to the satisfaction of CFA must be provided.
- Any pipework and fittings must be a minimum of 65 mm (excluding the CFA coupling)'.

Appendix 3: BMO access requirements

Where the length of access is greater than 30 metres the following design and construction requirements apply:

- Curves must have a minimum inner radius of 10 metres.
- The average grade must be no more than 1 in 7 (14.4%) (8.1°) with a maximum of no more than 1 in 5 (20%) (11.3°) for no more than 50 metres.
- Dips must have no more than a 1 in 8 (12.5%) (7.1°) entry and exit angle.
- A load limit of at least 15 tonnes and be of all-weather construction.
- Provide a minimum trafficable width of 3.5 metres.
- Be clear of encroachments for at least 0.5 metres on each side and at least 4 metres vertically.
- A cleared area of 0.5 metres is required to allow for the opening of vehicle doors along driveways.



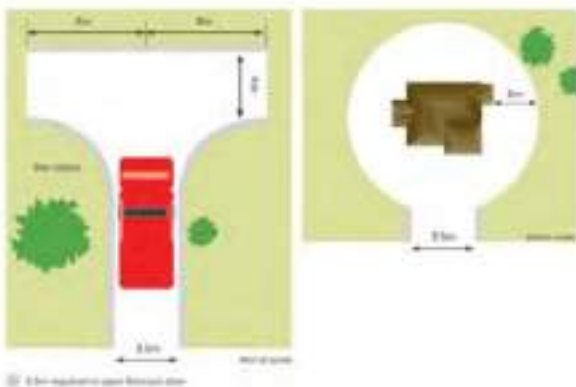
Practice Note 65 | Preparing and Assessing a Planning Application Under the Bushfire Provisions in Planning Schemes

Access between 100 metres to 200 metres in length

In addition to the above:

A turning area for fire fighting vehicles must be provided close to the building by one of the following:

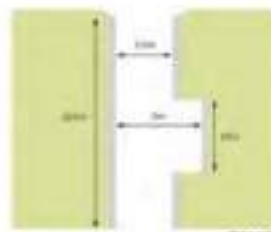
- a turning circle with a minimum radius of 8 metres
- a driveway encircling the dwelling
- other vehicle turning heads such as a T or Y head which meet the specification of Austroad Design for an 8.8 metre service vehicle.



Access greater than 200 metres in length

In addition to the above, passing bays are required at least every 200 metres that are:

- a minimum of 20 metres long
- with a minimum trafficable width of 5 metres.



development.



Bushfire Protection Measures

Mandatory Condition

The bushfire protection measures forming part of this permit or shown on the endorsed plans, including those relating to construction standards, defensible space, water supply and access, must be maintained to the satisfaction of the responsible authority on a continuing basis. This condition continues to have force and effect after the development authorised by this permit has been completed.

a) Defendable Space

Defendable space is provided for a distance around the building of **50m or to the property boundary, whichever is lesser** and managed in accordance with the following:

- Grass must be short cropped and maintained during the declared fire danger period.
- All leaves and vegetation debris must be removed at regular intervals during the declared fire danger period.
- Within 10 metres of a building, flammable objects must not be located close to the vulnerable parts of the building.
- Plants greater than 10 centimetres in height must not be placed within 3m of a window or glass feature of the building.
- Shrubs must not be located under the canopy of trees.
- Individual and clumps or sinuos must not exceed 5 sq. metres in area and must be separated by at least 5 metres.
- Trees must not overhang or touch any elements of the building.
- The canopy of trees must be separated by at least **5 metres**.
- There must be a clearance of at least 2 metres between the lowest tree branches and ground level.

b) Construction Standard

Building designed and constructed to a minimum Bushfire Attack Level of BAL 12.5

c) Water Supply

The following requirements apply:

- An effective capacity of **10,000 litres**
- Be stored in an above ground water tank constructed of concrete or metal.
- Have all fixed above ground water pipes and fittings required for firefighting purposes made of corrosion resistant metal.
- Include a separate outlet for occupant use.
- Be readily identifiable from the building or appropriate identification signage to the satisfaction of the relevant fire authority.
- Be located within 60 metres of the outer edge of the approved building.
- The outlets of the water tank must be within 4 metres of the accessway and unobstructed.
- Incorporate a separate ball or gate valve (British Standard Pipe (BSP) 65 millimetre) and coupling (64-millimetre CFA 3 thread per inch male fitting).
- Any pipework and fittings must be a minimum of 65 millimetres (excluding the CFA coupling).

d) Access

Access Required: Yes

The following design and construction requirements apply:

- All-weather construction.
- A load limit of at least 15 tonnes.
- Provide a minimum trafficable width of 3.5 metres.
- Be clear of encroachments for at least 0.5 metres on each side and at least 4 metres vertically.
- Curves must have a minimum inner radius of 10 metres.
- The average grade must be no more than 1 in 7 (14.4%) (8.1°) with a maximum grade of no more than 1 in 5 (20%) (11.3°) for no more than 50 metres.
- Dips must have no more than a 1 in 8 (12.5%) (7.10) entry and exit angle.

Length of access is greater 100 metres: No

- A turning circle with a minimum radius of eight metres, or
- A driveway encircling the building, or
- The provision of other vehicle turning heads – such as a T or Y Head which meet the specification of Austroad Design for an 8.8 metre service vehicle.

Length of driveway is greater than 200 metres: No

- Where length of access is greater than 100 metres the following design and construction requirements apply:
- Passing bays are required at least every 200 metres that are a minimum 20 metres long and a minimum trafficable width of 6 metres.

Clause 56 Assessment (Residential Subdivision)

Clauses	Standard	Assessment
56.01-1 Subdivision Site and Context Description	<p>The site and context description may use a site plan, photographs or other techniques and must accurately describe:</p> <ul style="list-style-type: none">• In relation to the site:<ul style="list-style-type: none">○ Site shape, size, dimensions and orientation.○ Levels and contours of the site.○ Natural features including trees and other significant vegetation, drainage lines, water courses, wetlands, ridgelines and hill tops.○ The siting and use of existing buildings and structures.○ Street frontage features such as poles, street trees and kerb crossovers.○ Access points.○ Location of drainage and other utilities.○ Easements.○ Any identified natural or cultural features of the site.○ Significant views to and from the site.○ Noise and odour sources or other external influences.○ Soil conditions, including any land affected by contamination, erosion, salinity, acid sulphate soils or fill.○ Any other notable features or characteristics of the site.○ Adjacent uses.○ Any other factor affecting the capacity to develop the site including whether the site is affected by inundation.• An application for subdivision of 3 or more lots must also describe in relation to the surrounding area:	<p>Complies</p> <p>The information in relation the subject site and context description has been provided with the application.</p>

- The pattern of subdivision.
- Existing land uses.
- The location and use of existing buildings on adjacent land.
- Abutting street and path widths, materials and detailing.
- The location and type of significant vegetation.
- An application for subdivision of 60 or more lots must also describe in relation to the surrounding area:
 - Location, distance and type of any nearby public open space and recreational facilities.
 - Direction and distances to local shops and community facilities.
 - Directions and walking distances to public transport routes and stops.
 - Direction and walking distances to existing neighbourhood, major and principal activity centres and major employment areas.
 - Existing transport routes, including freeways, arterial roads and streets connecting neighbourhoods.
 - Local street network including potential connections to adjacent subdivisions.
 - Traffic volumes and movements on adjacent roads and streets.
 - Pedestrian, bicycle and shared paths identifying whether their primary role is neighbourhood or regional access.
 - Any places of cultural significance.
 - Natural features including trees and other significant vegetation, drainage lines, water courses, wetlands, ridgelines and hill tops.
 - Proximity of any fire threats.
 - Pattern of ownership of adjoining lots.

If in the opinion of the responsible authority a requirement of the site and context description is not relevant to the assessment of an application, the responsible authority may waive or reduce the requirement.

56.01-2 Subdivision
Design Response

The design response must explain how the proposed design:

- Derives from and responds to the site and context description.
- Responds to any site and context features for the area identified in a local planning policy or a Neighbourhood Character Overlay.
- Responds to any relevant objective, policy, strategy or plan set out for the area in this scheme.
- Meets the relevant objectives of Clause 56.

The design response must include a dimensioned plan to scale showing the layout of the subdivision in context with the surrounding area. If in the opinion of the responsible authority this requirement is not relevant to the assessment of an application, it may waive or reduce the requirement.

An application for subdivision of 60 or more lots must also include a plan that meets the requirements of Standard C2. The plan must also show the:

- Proposed uses of each part of the site.
- Natural features of the site and identify any features proposed to be altered.
- Proposed integrated water management system.
- Proposed staging of the subdivision.

Complies

The information in relation the subject site and context description has been provided with the application.

56.03-5 Neighbourhood
Character Objective

Subdivision should:

- Respect the existing neighbourhood character or achieve a preferred neighbourhood character consistent with any relevant

Complies

The surrounding area is increasingly developed for higher density

neighbourhood character objective, policy or statement set out in this scheme.

- Respond to and integrate with the surrounding urban environment.
- Protect significant vegetation and site features.

residential development. The proposed subdivision and development of two dwellings on each proposed lot (except the front lot), meets the neighbourhood character objectives.

The lot size responds appropriately to the existing neighbourhood character.

Minor vegetation removal is proposed to facilitate the development. Most of the vegetation is at the front lot and is proposed to be retained.

56.-04-1 Lot Diversity and Distribution

A subdivision should implement any relevant housing strategy, plan or policy for the area set out in this scheme.

Lot sizes and mix should achieve the average net residential density specified in any zone or overlay that applies to the land or in any relevant policy for the area set out in this scheme.

A range and mix of lot sizes should be provided including lots suitable for the development of:

- Single dwellings.
- Two dwellings or more.
- Higher density housing.
- Residential buildings and Retirement villages.

Unless the site is constrained by topography or other site conditions, lot distribution should provide for 95 per cent of dwellings to be located no more than 400 metre street walking distance from the nearest existing or proposed bus stop, 600 metres street walking distance from the

Complies

The site located within the NRZ3 where a single dwelling on a lot greater than 500sqm in appropriate and acceptable.

The proposed lots and two additionally dwellings allow housing diversity. The lots will have access to existing facilities and amenities within Trentham including public transport shops, schools etc.

nearest existing or proposed tram stop and 800 metres street walking distance from the nearest existing or proposed railway station.

Lots of 300 square metres or less in area, lots suitable for the development of two dwellings or more, lots suitable for higher density housing and lots suitable for Residential buildings and Retirement villages should be located in and within 400 metres street walking distance of an activity centre.

56.04-2 Lot area and building envelopes

An application to subdivide land that creates lots of less than 300 square metres should be accompanied by information that shows:

- That the lots are consistent or contain building envelope that is consistent with a development approved under this scheme, or
- That a dwelling may be constructed on each lot in accordance with the requirements of this scheme.

Lots of between 300 square metres and 500 square metres should:

- Contain a building envelope that is consistent with a development of the lot approved under this scheme, or
- If no development of the lot has been approved under this scheme, contain a building envelope and be able to contain a rectangle measuring 10 metres by 15 metres, or 9 metres by 15 metres if a boundary wall is nominated as part of the building envelope.

If lots of between 300 square metres and 500 square metres are proposed to contain dwellings that are built to the boundary, the long axis of the lots should be within 30 degrees east and 20 degrees west of

Complies

Lots are over 500sqm. The proposal includes subdivision into three lots and two additional dwellings (with one dwelling already existing). Therefore, no building envelope is required.

north unless there are significant physical constraints that make this difficult to achieve.

Lots greater than 500 square metres should be able to contain a rectangle measuring 10 metres by 15 metres, and may contain a building envelope.

A building envelope may specify or incorporate any relevant siting and design requirement. Any requirement should meet the relevant standards of Clause 54, unless:

- The objectives of the relevant standards are met, and
- The building envelope is shown as a restriction on a plan of subdivision registered under the *Subdivision Act 1988*, or is specified as a covenant in an agreement under Section 173 of the Act.

Where a lot with a building envelope adjoins a lot that is not on the same plan of subdivision or is not subject to the same agreement relating to the relevant building envelope:

- The building envelope must meet Standards A10 and A11 of Clause 54 in relation to the adjoining lot, and
- The building envelope must not regulate siting matters covered by Standards A12 to A15 (inclusive) of Clause 54 in relation to the adjoining lot. This should be specified in the relevant plan of subdivision or agreement.

Lot dimensions and building envelopes should protect:

- Solar access for future dwellings and support the siting and design of dwellings that achieve the energy rating requirements of the Building Regulations.

- Existing or proposed easements on lots.
- Significant vegetation and site features.

56.04-3 Solar orientation of lots

Unless the site is constrained by topography or other site conditions, at least 70 percent of lots should have appropriate solar orientation.

Complies

The development plans submitted shows the orientation of the site and the overall development. The long axis of the proposed lots meets the solar orientation requirements, and the size of the proposed dwellings ensure solar access to the lots.

Lots have appropriate solar orientation when:

- The long axis of lots is within the range north 20 degrees west to north 30 degrees east, or east 20 degrees north to east 30 degrees south.
- Lots between 300 square metres and 500 square metres are proposed to contain dwellings that are built to the boundary, the long axis of the lots should be within 30 degrees east and 20 degrees west of north.
- Dimensions of lots are adequate to protect solar access to the lot, taking into account likely dwelling size and the relationship of each lot to the street.

56.04-4 Street Orientation

Subdivision should increase visibility and surveillance by:

Complies

- Ensuring lots front all roads and streets and avoid the side or rear of lots being oriented to connector streets and arterial roads.
- Providing lots of 300 square metres or less in area and lots for 2 or more dwellings around activity centres and public open space.
- Ensuring streets and houses look onto public open space and avoiding sides and rears of lots along public open space boundaries.
- Providing roads and streets along public open space boundaries.

The proposed subdivision and dwellings will be provided direct access to Cosmo Road. The layout will provide acceptable surveillance for social interaction, personal safety and property security.

56.04-5 Common area

An application to subdivide land that creates common land must be accompanied by a plan and a report identifying:

Complies

- The common area to be owned by the body corporate, including any streets and open space.
- The reasons why the area should be commonly held.
- Lots participating in the body corporate.
- The proposed management arrangements including maintenance standards for streets and open spaces to be commonly held.

The supporting ATTACHMENT 10.2 development plans that identify the common property to access the two lots at the rear end of the property. The common property will be accessed via a common crossover from Cosmo Road. The common property will be owned by the body corporate and will be maintained by the two lot owners at the rear end. The common property maintenance will not be shared with the front lot.

A new crossover is proposed to access the existing dwelling at the front lot.

56.05-1 Integrated Urban Landscape

An application for a subdivision must include a plan of the layout of the neighbourhood that meets the objectives of:

- Clause 56.06-2 Walking and cycling network.
- Clause 56.06-3 Public transport network.
- Clause 56.06-4 Neighbourhood street network.

Complies

Supporting plans/documents were supported as part of the application.

56.06-2 Walking and Cycling Network

The walking and cycling network should be designed to:

- Implement any relevant regional and local walking and cycling strategy, plan or policy for the area set out in this scheme.
- Link to any existing pedestrian and cycling networks.
- Provide safe walkable distances to activity centres, community facilities, public transport stops and public open spaces.
- Provide an interconnected and continuous network of safe, efficient and convenient footpaths, shared paths, cycle paths and

N/A

The subdivision does not proposed any walking or cycling network outside the existing networks.

cycle lanes based primarily on the network of arterial roads, neighbourhood streets and regional public open spaces.

- Provide direct cycling routes for regional journeys to major activity centres, community facilities, public transport and other regional activities and for regional recreational cycling.
- Ensure safe street and road crossings including the provision of traffic controls where required.
- Provide an appropriate level of priority for pedestrians and cyclists.
- Have natural surveillance along streets and from abutting dwellings and be designed for personal safety and security particularly at night.
- Be accessible to people with disabilities.

56.06-4 Neighbourhood Street Network

The neighbourhood street network must:

- Take account of the existing mobility network of arterial roads, neighbourhood streets, cycle paths, shared paths, footpaths and public transport routes.
- Provide clear physical distinctions between arterial roads and neighbourhood street types.
- Comply with the Head, Transport for Victoria's arterial road access management policies.
- Provide an appropriate speed environment and movement priority for the safe and easy movement of pedestrians and cyclists and for accessing public transport.
- Provide safe and efficient access to activity centres for commercial and freight vehicles.
- Provide safe and efficient access to all lots for service and emergency vehicles.
- Provide safe movement for all vehicles.

N/A

Apart from the common property, no additional road or street are proposed as part of this application. A new crossover is proposed to access the front lot via Cosmo Road.

- Incorporate any necessary traffic control measures and traffic management infrastructure.

The neighbourhood street network should be designed to:

- Implement any relevant transport strategy, plan or policy for the area set out in this scheme.
- Include arterial roads at intervals of approximately 1.6 kilometres that have adequate reservation widths to accommodate long term movement demand.
- Include connector streets approximately halfway between arterial roads and provide adequate reservation widths to accommodate long term movement demand.
- Ensure connector streets align between neighbourhoods for direct and efficient movement of pedestrians, cyclists, public transport and other motor vehicles.
- Provide an interconnected and continuous network of streets within and between neighbourhoods for use by pedestrians, cyclists, public transport and other vehicles.
- Provide an appropriate level of local traffic dispersal.
- Indicate the appropriate street type.
- Provide a speed environment that is appropriate to the street type.
- Provide a street environment that appropriately manages movement demand (volume, type and mix of pedestrians, cyclists, public transport and other motor vehicles).
- Encourage appropriate and safe pedestrian, cyclist and driver behaviour.
- Provide safe sharing of access lanes and access places by pedestrians, cyclists and vehicles.

Minimise the provision of culs-de-sac.

- Provide for service and emergency vehicles to safely turn at the end of a dead-end street.
- Facilitate solar orientation of lots.
- Facilitate the provision of the walking and cycling network, integrated water management systems, utilities and planting of trees.
- Contribute to the area's character and identity.
- Take account of any identified significant features.

56.06.-5 Walking and
Cycling Network Detail

Footpaths, shared paths, cycle paths and cycle lanes should be designed to:

N/A

- Be part of a comprehensive design of the road or street reservation.
- Be continuous and connect.
- Provide for public transport stops, street crossings for pedestrians and cyclists and kerb crossovers for access to lots.
- Accommodate projected user volumes and mix.
- Meet the requirements of Table C1.
- Provide pavement edge, kerb, channel and crossover details that support safe travel for pedestrians, footpath bound vehicles and cyclists, perform required drainage functions and are structurally sound.
- Provide appropriate signage.
- Be constructed to allow access to lots without damage to the footpath or shared path surfaces.
- Be constructed with a durable, non-skid surface.
- Be of a quality and durability to ensure:
 - Safe passage for pedestrians, cyclists, footpath bound vehicles and vehicles.
 - Discharge of urban run-off.
 - Preservation of all-weather access.

No additional footpath, share path or bicycle path is proposed as part of the development.

- Maintenance of a reasonable, comfortable riding quality.
- A minimum 20 year life span.
- Be accessible to people with disabilities and include tactile ground surface indicators, audible signals and kerb ramps required for the movement of people with disabilities.

<p>56.06-7 Neighbourhood Street Network Detail</p>	<p>The design of streets and roads should:</p> <ul style="list-style-type: none"> • Meet the requirements of Table C1. Where the widths of access lanes, access places, and access streets do not comply with the requirements of Table C1, the requirements of the relevant fire authority and roads authority must be met. • Provide street blocks that are generally between 120 metres and 240 metres in length and generally between 60 metres to 120 metres in width to facilitate pedestrian movement and control traffic speed. • Have verges of sufficient width to accommodate footpaths, shared paths, cycle paths, integrated water management, street tree planting, lighting and utility needs. • Have street geometry appropriate to the street type and function, the physical land characteristics and achieve a safe environment for all users. • Provide a low-speed environment while allowing all road users to proceed without unreasonable inconvenience or delay. • Provide a safe environment for all street users applying speed control measures where appropriate. • Ensure intersection layouts clearly indicate the travel path and priority of movement for pedestrians, cyclists and vehicles. • Provide a minimum 5 metre by 5 metre corner splay at junctions with arterial roads and a minimum 3 metre by 3 metre corner splay at other junctions unless site conditions justify a variation to achieve safe sight lines across corners. 	<p>N/A</p> <p>No roads or streets proposed as part of the proposal.</p>
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- Ensure streets are of sufficient strength to:
 - Enable the carriage of vehicles.
 - Avoid damage by construction vehicles and equipment.
- Ensure street pavements are of sufficient quality and durability for the:
 - Safe passage of pedestrians, cyclists and vehicles.
 - Discharge of urban run-off.
 - Preservation of all-weather access and maintenance of a reasonable, comfortable riding quality.
- Ensure carriageways of planned arterial roads are designed to the requirements of the relevant road authority.
- Ensure carriageways of neighbourhood streets are designed for a minimum 20 year life span.
- Provide pavement edges, kerbs, channel and crossover details designed to:
 - Perform the required integrated water management functions.
 - Delineate the edge of the carriageway for all street users.
 - Provide efficient and comfortable access to abutting lots at appropriate locations.
 - Contribute to streetscape design.
- Provide for the safe and efficient collection of waste and recycling materials from lots.
- Be accessible to people with disabilities.
- Meet the requirements of Table C1. Where the widths of access lanes, access places, and access streets do not comply with the requirements of Table C1, the requirements of the relevant fire authority and roads authority must be met. Where the widths of connector streets do not comply with the requirements of Table C1, the requirements of the relevant public transport authority must be met.

A street detail plan should be prepared that shows, as appropriate:

- The street hierarchy and typical cross-sections for all street types.
- Location of carriageway pavement, parking, bus stops, kerbs, crossovers, footpaths, tactile surface indicators, cycle paths and speed control and traffic management devices.
- Water sensitive urban design features.
- Location and species of proposed street trees and other vegetation.
- Location of existing vegetation to be retained and proposed treatment to ensure its health.
- Any relevant details for the design and location of street furniture, lighting, seats, bus stops, telephone boxes and mailboxes.

56.06-8 Lot Access
Objective

Vehicle access to lots abutting arterial roads should be provided from service roads, side or rear access lanes, access places or access streets where appropriate and in accordance with the access management requirements of the relevant roads authority.

Vehicle access to lots of 300 square metres or less in area and lots with a frontage of 7.5 metres or less should be provided via rear or side access lanes, places or streets.

The design and construction of a crossover should meet the requirements of the relevant road authority.

Complies

Vehicular access is proposed to alter the existing crossover to the site allowing for a double crossover to be constructed in its place to service the existing dwelling and common property to access the rear lots (2 lots).

A conditional consent has been granted by Department of Transport (Determining Referral Authority).

**56.07-1 Drinking Water
Supply**

The supply of drinking water must be:

- Designed and constructed in accordance with the requirements and to the satisfaction of the relevant water authority.

Complies

- Provided to the boundary of all lots in the subdivision to the satisfaction of the relevant water authority.

The site has access to reticulated potable water provided by Coliban Water.

Coliban Water has granted conditional consent for the application. Therefore, water connection is proposed to be developed in accordance with the conditions and requirements provided by the water authority.

56.07-2 Reused and Recycled Water

Reused and recycled water supply systems must be:

- Designed, constructed and managed in accordance with the requirements and to the satisfaction of the relevant water authority, Environment Protection Authority and Department of Health.
- Provided to the boundary of all lots in the subdivision where required by the relevant water authority.

N/A

No reused or recycled water supply systems are proposed. However, the applicant has mentioned that reused or recycled water supply systems will be provided when required in future.

56.07-3 Waste Water Management

Waste water systems must be:

- Designed, constructed and managed in accordance with the requirements and to the satisfaction of the relevant water authority and the Environment Protection Authority.
- Consistent with a domestic waste water management plan adopted by the relevant council.

Reticulated waste water systems must be provided to the boundary of all lots in the subdivision where required by the relevant water authority.

Complies

The site has access to reticulated sewerage system. The proposed lots are expected to be connected to the sewerage system and will be developed in accordance with the conditions and requirements of Coliban Water.

56.07-4 Stormwater Management

The stormwater management system must be:

- Designed and managed in accordance with the requirements and to the satisfaction of the relevant drainage authority.
- Designed and managed in accordance with the requirements and to the satisfaction of the water authority where reuse of stormwater is proposed.
- Designed to meet the current best practice performance objectives for stormwater quality as contained in the *Urban Stormwater - Best Practice Environmental Management Guidelines* (Victorian Stormwater Committee, 1999).
- Designed to ensure that flows downstream of the subdivision site are restricted to pre-development levels unless increased flows are approved by the relevant drainage authority and there are no detrimental downstream impacts.
- Designed to contribute to cooling, improving local habitat and providing attractive and enjoyable spaces.

The stormwater management system should be integrated with the overall development plan including the street and public open space networks and landscape design.

For all storm events up to and including the 20% Average Exceedence Probability (AEP) standard:

- Stormwater flows should be contained within the drainage system to the requirements of the relevant authority.
- Ponding on roads should not occur for longer than 1 hour after the cessation of rainfall.

For storm events greater than 20% AEP and up to and including 1% AEP standard:

Complies

ATTACHMENT 10.2.2

The proposed development will provide for minimal impacts to the drainage network by accompanied stormwater management design in accordance with the requirements.

- Provision must be made for the safe and effective passage of stormwater flows.
- All new lots should be free from inundation or to a lesser standard of flood protection where agreed by the relevant floodplain management authority.
- Ensure that streets, footpaths and cycle paths that are subject to flooding meet the safety criteria $d_a V_{ave} < 0.35 \text{ m}^2/\text{s}$ (where, d_a = average depth in metres and V_{ave} = average velocity in metres per second).

The design of the local drainage network should:

- Ensure stormwater is retarded to a standard required by the responsible drainage authority.
- Ensure every lot is provided with drainage to a standard acceptable to the relevant drainage authority. Wherever possible, stormwater should be directed to the front of the lot and discharged into the street drainage system or legal point of discharge.
- Ensure that inlet and outlet structures take into account the effects of obstructions and debris build up. Any surcharge drainage pit should discharge into an overland flow in a safe and predetermined manner.
- Include water sensitive urban design features to manage stormwater in streets and public open space. Where such features are provided, an application must describe maintenance responsibilities, requirements and costs.

Any flood mitigation works must be designed and constructed in accordance with the requirements of the relevant floodplain management authority.

<p>56.08-1 Site Management</p>	<p>A subdivision application must describe how the site will be managed prior to and during the construction period and may set out requirements for managing:</p> <ul style="list-style-type: none"> • Erosion and sediment. • Dust. • Run-off. • Litter, concrete and other construction wastes. • Chemical contamination. • Vegetation and natural features planned for retention. <p>Recycled material should be used for the construction of streets, shared paths and other infrastructure where practicable.</p>	<p>Complies ATTACHMENT 10.2.2</p> <p>Appropriate measures will be taken during the development of dwelling and related works to ensure that the site and surrounding area (including the infrastructure), are protected from contamination, sedimentation, and damage.</p> <p>The applicant has also mentioned in their submission that the materials will be reused and recycled where suitable.</p>
<p>56.09-1 Shared Trenching</p>	<p>Reticulated services for water, gas, electricity and telecommunications should be provided in shared trenching to minimise construction costs and land allocation for underground services.</p>	<p>Complies</p> <p>Water, electricity, gas, and telecommunications will be provided to the site as per the conditions and requirements of the relevant authorities.</p>
<p>56.09-2 Electricity, Telecommunications and Gas</p>	<p>The electricity supply system must be designed in accordance with the requirements of the relevant electricity supply agency and be provided to the boundary of all lots in the subdivision to the satisfaction of the relevant electricity authority.</p> <p>Arrangements that support the generation or use of renewable energy at a lot or neighbourhood level are encouraged.</p> <p>The telecommunication system must be designed in accordance with the requirements of the relevant telecommunications servicing agency and should be consistent with any approved strategy, policy or plan for the</p>	<p>Complies</p> <p>Utilities are available to the site and will be connected appropriately.</p>

provision of advanced telecommunications infrastructure, including fibre optic technology. The telecommunications system must be provided to the boundary of all lots in the subdivision to the satisfaction of the relevant telecommunications servicing authority.

Where proposed to be connected, a reticulated gas supply system must be designed in accordance with the requirements of the relevant gas supply agency.

56.09-3 Fire Hydrants

Fire hydrants should be provided:

N/A

- A maximum distance of 120 metres from the rear of the each lot.
- No more than 200 metres apart.

10,000 litres water tanks are provided on site for firefighting purposes (in accordance with bushfire management statement). The location and capacity of the water tank has been approved by CFA.

Hydrants and fire plugs must be compatible with the relevant fire service equipment. Where the provision of fire hydrants and fire plugs does not comply with the requirements of standard C29, fire hydrants must be provided to the satisfaction of the relevant fire authority.

56.09-4 Public Lighting

- Public lighting should be provided to streets, footpaths, public telephones, public transport stops and to major pedestrian and cycle paths including public open spaces that are likely to be well used at night to assist in providing safe passage for pedestrians, cyclists and vehicles.
- Public lighting should be designed in accordance with the relevant Australian Standards.
- Public lighting should be consistent with any strategy, policy or plan for the use of renewable energy and energy efficient fittings.

N/A

Clauses	Standard	Assessment
55.01-1 Neighbourhood and site description	<p>The neighbourhood and site description may use a site plan, photographs or other techniques and must accurately describe:</p> <ul style="list-style-type: none"> • In relation to the neighbourhood: <ul style="list-style-type: none"> ○ The pattern of development of the neighbourhood. ○ The built form, scale and character of surrounding development including front fencing. ○ Architectural and roof styles. ○ Any other notable features or characteristics of the neighbourhood. • In relation to the site: <ul style="list-style-type: none"> ○ Site shape, size, orientation and easements. ○ Levels of the site and the difference in levels between the site and surrounding properties. ○ The location of existing buildings on the site and on surrounding properties, including the location and height of walls built to the boundary of the site. ○ The use of surrounding buildings. ○ The location of secluded private open space and habitable room windows of surrounding properties which have an outlook to the site within 9 metres. ○ Solar access to the site and to surrounding properties. ○ Location of significant trees existing on the site and any significant trees removed from the site 12 months prior to the application being made, where known. ○ Any contaminated soils and filled areas, where known. 	<p>Complies</p> <p>The information in relation the subject site, neighbourhood and context description has been provided with the application.</p>

- Views to and from the site.
- Street frontage features such as poles, street trees and kerb crossovers.
- The location of local shops, public transport services and public open spaces within walking distance.
- Any other notable features or characteristics of the site.

If in the opinion of the responsible authority a requirement of the neighbourhood and site description is not relevant to the evaluation of an application, the responsible authority may waive or reduce the requirement.

Satisfactory neighbourhood and site description

If the responsible authority decides that the neighbourhood and site description is not satisfactory, it may require more information from the applicant under Section 54 of the Act.

The responsible authority must not require notice of an application to be given or decide an application until it is satisfied that the neighbourhood and site description meets the requirements of Clause 55.01-1 and is satisfactory.

This does not apply if the responsible authority refuses an application under Section 52(1A) of the Act.

55.01-2 Design Response

The design response must explain how the proposed design:

- Derives from and responds to the neighbourhood and site description.
- Meets the objectives of Clause 55.

Complies

The information in relation the subject site and context description has been provided with the application.

- Responds to any neighbourhood character features for the area identified in a local planning policy or a Neighbourhood Character Overlay.

If the application is for an apartment development, the design response must explain how the proposed design selects materials and finishes for the external walls.

The design response must include correctly proportioned street elevations or photographs showing the development in the context of adjacent buildings. If in the opinion of the responsible authority this requirement is not relevant to the evaluation of an application, it may waive or reduce the requirement.

55.02-1 Neighbourhood Character Objectives	<p>The design response must be appropriate to the neighbourhood and the site.</p> <p>The proposed design must respect the existing or preferred neighbourhood character and respond to the features of the site.</p>	<p>Complies</p> <p>The subject site is positioned within an area of similar developments with a range similar size and type of dwelling especially multi-dwelling developments in the immediate locality.</p> <p>The design response of the proposed dwellings is consistent with the preferred neighbourhood character of the locality.</p>
55.-02-2 Residential Policy Objectives	<p>An application must be accompanied by a written statement to the satisfaction of the responsible authority that describes how the</p>	<p>Complies</p> <p>The applicant has provided with a written statement.</p>

55.02-3 Dwelling Diversity Objective	<p>Developments of ten or more dwellings should provide a range of dwelling sizes and types, including:</p> <ul style="list-style-type: none"> • Dwellings with a different number of bedrooms. • At least one dwelling that contains a kitchen, bath or shower, and a toilet and wash basin at ground floor level. 	N/A
55.02-4 Infrastructure Objectives	<p>Development should be connected to reticulated services, including reticulated sewerage, drainage and electricity, if available. Connection to a reticulated gas service is optional.</p> <p>Development should not unreasonably exceed the capacity of utility services and infrastructure, including reticulated services and roads.</p> <p>In areas where utility services or infrastructure have little or no spare capacity, developments should provide for the upgrading of or mitigation of the impact on services or infrastructure.</p>	<p>Complies</p> <p>The site has access to all reticulated services. Gas connection is not available in the area. All other connections will be connected in accordance with relevant authority conditions and requirements.</p> <p>The proposal is not expected to result in burdening the existing service networks.</p>
55.02-5 Integration with the street objective	<p>Developments should provide adequate vehicle and pedestrian links that maintain or enhance local accessibility.</p> <p>Development should be oriented to front existing and proposed streets.</p> <p>High fencing in front of dwellings should be avoided if practicable.</p> <p>Development next to existing public open space should be laid out to complement the open space.</p>	<p>Complies</p> <p>The two additional dwellings have access to Cosmo Road via the common property. The existing dwelling on the front lot will have direct access from Cosmo Road.</p>

ATTACHMENT 10 23
The existing dwelling is retained and maintain an independent frontage to Cosmo Road.

The proposed layout and design is considered appropriate street orientation.

The sites existing frontage contains an existing high front fence. No additional fence is proposed.

The subject site is not adjacent to any public open spaces.

55.03-1 Street Setback Objective

Walls of buildings should be set back from streets:

- At least the distance specified in a schedule to the zone, or
- If no distance is specified in a schedule to the zone, the distance specified in Table B1.

Complies

The proposed additional dwellings will be constructed within the rear portion of the existing lot, with the existing setback for the existing dwelling being retained.

55.03-2 Building Height Objective

The maximum building height should not exceed the maximum height specified in the zone, schedule to the zone or an overlay that applies to the land.

If no maximum height is specified in the zone, schedule to the zone or an overlay, the maximum building height should not exceed 9 metres, unless the slope of the natural ground level at any cross section wider than 8 metres of the site of the building is 2.5 degrees or more, in which case the maximum building height should not exceed 10 metres.

Complies

The schedule to Neighbourhood Residential Zone- Schedule 3 does not specify the maximum building height and maximum height set in the zone is 9 metres; the height of the proposed units do not exceed 9 metres.

	<p>Changes of building height between existing buildings and new buildings should be graduated.</p>	<p>The proposed dwellings are single storey units with wall height of 2.74 metres and roof at 30 degree pitch.</p>
<p>55.03-3 Site Coverage Objective</p>	<p>The site area covered by buildings should not exceed:</p> <ul style="list-style-type: none"> • The maximum site coverage specified in a schedule to the zone, or • If no maximum site coverage is specified in a schedule to the zone, 60 per cent. 	<p>Complies</p> <p>The total site area is 2221 m² / 0.22 ha. Total building coverage (existing dwelling + two additional dwellings) is expected to be 624sqm in area. Therefore, the total site coverage is 28% which is considerably below the coverage mentioned under the zone.</p>
<p>55.03-4 Permeability and Stormwater Management Objectives</p>	<p>The site area covered by the pervious surfaces should be at least:</p> <ul style="list-style-type: none"> • The minimum area specified in a schedule to the zone, or • If no minimum is specified in a schedule to the zone, 20 percent of the site. <p>The stormwater management system should be designed to:</p> <ul style="list-style-type: none"> • Meet the current best practice performance objectives for stormwater quality as contained in the <i>Urban Stormwater - Best Practice Environmental Management Guidelines</i> (Victorian Stormwater Committee, 1999). • Contribute to cooling, improving local habitat and providing attractive and enjoyable spaces. 	<p>Complies</p> <p>The permeability of the site is 55%, approximately in accordance with the standard.</p> <p>The stormwater management system on site is inclusive of permeability, water tanks and proposed discharge point, to meet the necessary requirements.</p> <p>Council's engineering department has provided conditions for stormwater management with a condition to provide a stormwater strategy plan for the proposal.</p>

55.03-5 Energy Efficiency Objectives

Buildings should be:

- Oriented to make appropriate use of solar energy.
- Sited and designed to ensure that the energy efficiency of existing dwellings on adjoining lots is not unreasonably reduced.
- Sited and designed to ensure that the performance of existing rooftop solar energy systems on dwellings on adjoining lots in a General Residential Zone, Neighbourhood Residential Zone or Township Zone are not unreasonably reduced. The existing rooftop solar energy system must exist at the date the application is lodged.

Living areas and private open space should be located on the north side of the development, if practicable.

Developments should be designed so that solar access to north-facing windows is maximised.

Complies

ATTACHMENT 10.2.3

Passive solar design has been integrated into the design. All living areas within the existing dwelling and proposed dwelling are provided with north facing windows, whilst it is impractical to do so for the proposed dwelling 3 given the proposed site orientation.

The siting of the dwellings does not impact existing dwellings in the vicinity as per the shadow diagrams provided.

Solar access for north facing windows has been maximised wherever possible in accordance with this standard.

55.03-6 Open Space Objective

If any public or communal open space is provided on site, it should:

- Be substantially fronted by dwellings, where appropriate.
- Provide outlook for as many dwellings as practicable.
- Be designed to protect any natural features on the site.
- Be accessible and useable.

Complies

No public or communal space proposed. Additionally, the site does not adjoin any public open space.

55.03-7 Safety Objective

Entrances to dwellings and residential buildings should not be obscured or isolated from the street and internal accessways.

Complies

The existing and proposed entry locations are logical and visually

Planting which creates unsafe spaces along streets and accessways should be avoided.

Developments should be designed to provide good lighting, visibility and surveillance of car parks and internal accessways.

Private spaces within developments should be protected from inappropriate use as public thoroughfares.

legible. None of the attachments are expected to be obscured or isolated from Cosmo Road.

Further, the layout and design of the proposal is designed in consideration of safety and security with entries to each dwelling being clearly visible, with good lighting, and allow for adequate surveillance of the common property driveway area.

Lastly, no private open space area will allow for any inappropriate use as a public thoroughfare.

55.03-8 Landscaping Objectives

The landscape layout and design should:

- Protect any predominant landscape features of the neighbourhood.
- Take into account the soil type and drainage patterns of the site.
- Allow for intended vegetation growth and structural protection of buildings.
- In locations of habitat importance, maintain existing habitat and provide for new habitat for plants and animals.
- Provide a safe, attractive and functional environment for residents.

Development should provide for the retention or planting of trees, where these are part of the character of the neighbourhood.

Complies

The application was supported by a detailed landscape plan.

The proposed development allows for significant room for landscaping across all areas, inclusive of landscaping areas adjacent to the internal driveways allowing for the softening of hardscaped areas. There is no significant vegetation contributing to the character of the neighbourhood on site, however, most of the existing vegetation is proposed to be retained.

Development should provide for the replacement of any significant trees that have been removed in the 12 months prior to the application being made.

The landscape design should specify landscape themes, vegetation (location and species), paving and lighting.

Development should meet any additional landscape requirements specified in a schedule to the zone.

ATTACHMENT 10.2.3

As per Section 6.0 of NRZ3, a landscape plan showing a survey of all existing vegetation to be retained and/or removed (including botanical names), buildings and trees (including botanical names) on neighbouring properties within three metres of the boundary, details of surface finishes of pathways and driveways, a planting layout, a planting schedule of all proposed trees, shrubs and ground covers (including botanical names), common names, pot sizes, sizes at maturity, and quantities of each plant, landscaping and planting within all open areas of the site.

55.03-9 Access Objective

The width of accessways or car spaces should not exceed:

- 33 per cent of the street frontage, or
- if the width of the street frontage is less than 20 metres, 40 per cent of the street frontage.

No more than one single-width crossover should be provided for each dwelling fronting a street.

The location of crossovers should maximise the retention of on-street car parking spaces.

Complies

The site has a street frontage of 28 metres and 40% of this length is 11.2 metres. The width of the proposed accessway (including the other crossover) is 6.14 metre in total width (double crossover).

The existing gravel crossover will be replaced with a new double crossover, with one half of the service the existing

The number of access points to a road in a Transport Zone 2 or a Transport Zone 3 should be minimised.

Developments must provide for access for service, emergency and delivery vehicles.

dwelling and the other dwelling. The new two dwellings to the rear side.

This design outcome minimizes street facing access to the site, maximising car parking spaces to the site frontage.

The overall design for access minimizes the access points from Cosmo Road.

55.03-10 Parking
Location Objectives

Car parking facilities should:

- Be reasonably close and convenient to dwellings and residential buildings.
- Be secure.
- Be well ventilated if enclosed.

Shared accessways or car parks of other dwellings and residential buildings should be located at least 1.5 metres from the windows of habitable rooms. This setback may be reduced to 1 metre where there is a fence at least 1.5 metres high or where window sills are at least 1.4 metres above the accessway.

Complies

Each of the proposed two dwellings have been provided with a double garage attached to the dwelling. The garages will be well ventilated.

Proposed new carport will service the existing dwelling in line with this standard.

There are no habitable room windows less than 1.4m from the ground on the southern boundary of the existing dwelling. The shared accessway has been adequately set back from the bedroom 2.

No other habitable room windows are located near the common property boundary.

55.04-1 Side and Rear Setbacks Objective

A new building not on or within 200mm of a boundary should be set back from side or rear boundaries:

- At least the distance specified in a schedule to the zone, or
- If no distance is specified in a schedule to the zone, 1 metre, plus 0.3 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres.

Sunblinds, verandahs, porches, eaves, fascias, gutters, masonry chimneys, flues, pipes, domestic fuel or water tanks, and heating or cooling equipment or other services may encroach not more than 0.5 metres into the setbacks of this standard.

Landings having an area of not more than 2 square metres and less than 1 metre high, stairways, ramps, pergolas, shade sails and carports may encroach into the setbacks of this standard.

Complies

ATTACHMENT 10.2.3

Appropriate setbacks have been provided throughout the development between the subject lot and surrounding lots.

The proposed development complies with this requirement.

55.04-2 Walls on Boundaries Objective

A new wall constructed on or within 200mm of a side or rear boundary of a lot or a carport constructed on or within 1 metre of a side or rear boundary of lot should not abut the boundary:

- For a length of more than the distance specified in a schedule to the zone; or
- If no distance is specified in a schedule to the zone, for a length of more than:
 - 10 metres plus 25 per cent of the remaining length of the boundary of an adjoining lot, or
 - Where there are existing or simultaneously constructed walls or carports abutting the boundary on an abutting lot, the length of the existing or simultaneously constructed walls or carports whichever is the greater.

Complies

A single common boundary wall is provided within the development between the two garages of the proposed two new dwellings to the rear of the site. this wall is approximately 6m in length. The proposed development is in accordance with the standards.

A new wall or carport may fully abut a side or rear boundary where slope and retaining walls or fences would result in the effective height of the wall or carport being less than 2 metres on the abutting property boundary.

N/A

A building on a boundary includes a building set back up to 200mm from a boundary.

Th proposed developments 'built to boundary' walls comply with this requirement.

The height of a new wall constructed on or within 200mm of a side or rear boundary or a carport constructed on or within 1 metre of a side or rear boundary should not exceed an average of 3.2 metres with no part higher than 3.6 metres unless abutting a higher existing or simultaneously constructed wall.

Buildings opposite an existing habitable room window should provide for a light court to the existing window that has a minimum area of 3 square metres and minimum dimension of 1 metre clear to the sky. The calculation of the area may include land on the abutting lot.

Walls or carports more than 3 metres in height opposite an existing habitable room window should be set back from the window at least 50 per cent of the height of the new wall if the wall is within a 55 degree arc from the centre of the existing window. The arc may be swung to within 35 degrees of the plane of the wall containing the existing window.

Where the existing window is above ground floor level, the wall height is measured from the floor level of the room containing the window.

55.04-3 Daylight to Existing Windows Objective

Buildings opposite an existing habitable room window should provide for a light court to the existing window that has a minimum area of 3 square

Complies

The proposed development in this instance allows for adequate setbacks

metres and minimum dimension of 1 metre clear to the sky. The calculation of the area may include land on the abutting lot.

Walls or carports more than 3 metres in height opposite an existing habitable room window should be set back from the window at least 50 per cent of the height of the new wall if the wall is within a 55 degree arc from the centre of the existing window. The arc may be swung to within 35 degrees of the plane of the wall containing the existing window.

Where the existing window is above ground floor level, the wall height is measured from the floor level of the room containing the window.

with appropriate ATTACHMENT 10.23
reasonable amount of daylight is provided for each window in accordance with the standards.

55.04-4 North-facing
Windows Objective

If a north-facing habitable room window of an existing dwelling is within 3 metres of a boundary on an abutting lot, a building should be setback from the boundary 1 metre, plus 0.6 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres, for a distance of 3 metres from the edge of each side of the window. A north-facing window is a window with an axis perpendicular to its surface oriented north 20 degrees west to north 30 degrees east.

Complies

All walls of the proposed two dwellings are set back more than 1 metre from the lot boundaries.

55.04-5 Overshadowing
Open Space Objective

Where sunlight to the secluded private open space of an existing dwelling is reduced, at least 75 per cent, or 40 square metres with minimum dimension of 3 metres, whichever is the lesser area, of the secluded private open space should receive a minimum of five hours of sunlight between 9 am and 3 pm on 22 September.

If existing sunlight to the secluded private open space of an existing dwelling is less than the requirements of this standard, the amount of sunlight should not be further reduced.

Complies

Overshadowing of surrounding properties will be minimal due to the low, single storey scale of the proposed dwellings and orientation of the allotments.

55.04-6 Overlooking
Objective

A habitable room window, balcony, terrace, deck or patio should be located and designed to avoid direct views into the secluded private open space of an existing dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio. Views should be measured within a 45 degree angle from the plane of the window or perimeter of the balcony, terrace, deck or patio, and from a height of 1.7 metres above floor level.

A habitable room window, balcony, terrace, deck or patio with a direct view into a habitable room window of existing dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio should be either:

- Offset a minimum of 1.5 metres from the edge of one window to the edge of the other.
- Have sill heights of at least 1.7 metres above floor level.
- Have fixed, obscure glazing in any part of the window below 1.7 metre above floor level.
- Have permanently fixed external screens to at least 1.7 metres above floor level and be no more than 25 per cent transparent.

Obscure glazing in any part of the window below 1.7 metres above floor level may be openable provided that there are no direct views as specified in this standard.

Screens used to obscure a view should be:

- Perforated panels or trellis with a maximum of 25 per cent openings or solid translucent panels.
- Permanent, fixed and durable.
- Designed and coloured to blend in with the development.

Complies

ATTACHMENT 10.2.3

No overlooking issues in contravention of this standard caused by the proposed development. The application as supported with shadow diagrams.

This standard does not apply to a new habitable room window, balcony, terrace, deck or patio which faces a property boundary where there is a visual barrier at least 1.8 metres high and the floor level of the habitable room, balcony, terrace, deck or patio is less than 0.8 metres above ground level at the boundary.

55.04-7 Internal Views Objective

Windows and balconies should be designed to prevent overlooking of more than 50 per cent of the secluded private open space of a lower-level dwelling or residential building directly below and within the same development.

Complies

The scale and form of the proposed dwellings is single storey and therefore on the same level as the immediate surroundings.

No overlooking is expected out of the proposal.

55.04-8 Noise Impacts Objectives

Noise sources, such as mechanical plant, should not be located near bedrooms of immediately adjacent existing dwellings.

Noise sensitive rooms and secluded private open spaces of new dwellings and residential buildings should take account of noise sources on immediately adjacent properties.

Dwellings and residential buildings close to busy roads, railway lines or industry should be designed to limit noise levels in habitable rooms.

Complies

Noise generated from the development is expected to be minimal. The layout/design of the proposed dwellings is considered and no noise sources are expected out of the development.

55.05-1 Accessibility Objective

The dwelling entries of the ground floor of dwellings and residential buildings should be accessible or able to be easily made accessible to people with limited mobility.

Complies

The proposed accessway and entries are considered appropriate for access in terms of the width. However, no

ATTACHMENT 10
1023
ramp is proposed to access the proposed two dwellings.

Sealed surfaces would be provided to entries through the development.

55.05-2 Dwelling Entry Objective

Entries to dwellings and residential buildings should:

- Be visible and easily identifiable from streets and other public areas.
- Provide shelter, a sense of personal address and a transitional space around the entry.

Complies

Porticos and terminal points serve to signpost dwelling entries. Entry points are visually legible. Therefore, the proposal meets the standard.

55.05-3 Daylight to New Windows Objective

A window in a habitable room should be located to face:

- An outdoor space clear to the sky or a light court with a minimum area of 3 square metres and minimum dimension of 1 metre clear to the sky, not including land on an abutting lot, or
- A verandah provided it is open for at least one third of its perimeter, or
- A carport provided it has two or more open sides and is open for at least one third of its perimeter.

Complies

It is considered that the dwelling design has met the required standards. All habitable room windows are provided with a light court clear to the sky.

55.05-4 Private open Space Objective

A dwelling or residential building should have private open space of an area and dimensions specified in a schedule to the zone.

If no area or dimensions are specified in a schedule to the zone, a dwelling or residential building should have private open space consisting of:

Complies

All dwellings have been provided with considerable area of private open space.

- An area of 40 square metres, with one part of the private open space to consist of secluded private open space at the side or rear of the dwelling or residential building with a minimum area of 25 square metres, a minimum dimension of 3 metres and convenient access from a living room, or
- A balcony of 8 square metres with a minimum width of 1.6 metres and convenient access from a living room, or
- A roof-top area of 10 square metres with a minimum width of 2 metres and convenient access from a living room.

The balcony requirements in Clause 55.05-4 do not apply to an apartment development.

55.05-5 Solar Access to Open Space Objective

The private open space should be located on the north side of the dwelling or residential building, if appropriate.

The southern boundary of secluded private open space should be set back from any wall on the north of the space at least $(2 + 0.9h)$ metres, where 'h' is the height of the wall.

Complies

The provision of private open space for the proposed dwellings has been designed to face north as much as appropriate.

Private open space has been provided to each dwelling and exceeds the minimum standards.

55.05-6 Storage Objective

Each dwelling should have convenient access to at least 6 cubic metres of externally accessible, secure storage space.

Complies

Provided with each proposed dwelling.

55.06-1 Design Detail Objective

The design of buildings, including:

- Facade articulation and detailing,
- Window and door proportions,

Complies

- Roof form, and
- Verandahs, eaves and parapets,

should respect the existing or preferred neighbourhood character.

Garages and carports should be visually compatible with the development and the existing or preferred neighbourhood character.

The proposed dwellings have been properly designed to reflect the existing neighbourhood character.

The proposed dwellings have attached double garages is visually compatible and at a reasonable distance from Cosmo Road. The proposed carport to the existing dwelling at the front lot will not look out of place within the streetscape.

55.06-2 Front Fences Objective	<p>The design of front fences should complement the design of the dwelling or residential building and any front fences on adjoining properties.</p> <p>A front fence within 3 metres of a street should not exceed:</p> <ul style="list-style-type: none"> • The maximum height specified in a schedule to the zone, or • If no maximum height is specified in a schedule to the zone, the maximum height specified in Table B3 of the planning scheme. 	<p>Complies</p> <p>The site's existing front fence will be retained.</p>
55.06-3 Common Property Objectives	<p>Developments should clearly delineate public, communal and private areas.</p> <p>Common property, where provided, should be functional and capable of efficient management.</p>	<p>Complies</p> <p>The site's existing front fence will be retained.</p>
55.06-4 Site Services Objectives	<p>The design and layout of dwellings and residential buildings should provide sufficient space (including easements where required) and</p>	<p>Complies</p> <p>The site access to all services except gas connection. The dwellings will be</p>

facilities for services to be installed and maintained efficiently and economically.

Bin and recycling enclosures, mailboxes and other site facilities should be adequate in size, durable, waterproof and blend in with the development.

Bin and recycling enclosures should be located for convenient access by residents.

Mailboxes should be provided and located for convenient access as required by Australia Post.

connected to the services in accordance with the requirements of the relevant authorities.

Each dwelling is proposed in a manner that has sufficient space for the placement of rubbish bins and provisions of mailboxes.

Accessible area has been designated for the positions of mailboxes.

N/A

55.07

Apartment Developments

Our Reference: S22-3762
Your Reference: PLN22/0282

Enquiries: Kris Wojczys
Telephone: 03 7379 8846
E-Mail: subdivisions@downergroup.com

Date: 04-Apr-2023

Planner

Hepburn Shire Council
PO Box 21
Daylesford VIC 3460

Dear Sir/Madam,

**RE: PLANNING PERMIT APPLICATION
60 Cosmo Road, Trentham VIC 3458**

Reference is made to the above correspondence dated 23-Dec-2022 and accompanying plan.

We advise that AusNet Gas Services Pty Ltd is the owner of substantial gas assets throughout Greater Melbourne metropolitan area and regional Victoria, and that Downer – Utilities is their Operations and Maintenance provider. As part of this arrangement, we provide engineering support and act as their referral authority.

AusNet Gas Services pursuant to Section 56 (1) of the Planning and Environment Act 1987 has no objection to the granting of a permit.

Please note that AusNet Services reticulated gas supply is currently not available to service the proposed development.

Yours faithfully,

Kris Wojczys

Technical Officer, Gas Networks
Downer - Utilities

Your ref. PLN22/0282 Our ref. PAS 23230 Temp 25b Contact: Poojan Bhavsar 5434 1335

20 January 2023

Town Planner
Hepburn Shire Council
P.O. Box 21
DAYLESFORD, VIC 3460

Dear Sir/Madam,

Conditions for Planning Permit – Proposed Residential Subdivision Into 3 Lots: 60 Cosmo Road, Trentham

We have investigated the above plan which we received on 23 December 2022 and request that the following conditions be placed on the permit:

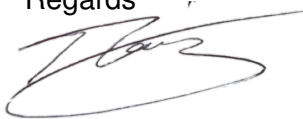
1. The owner is required to provide reticulated water and sewerage services to each of the lots within the subdivision and comply with any requirements arising from any effect of the proposed development on Coliban Water assets. Services are to be provided in accordance with our specifications.

A reticulated sewer mains extension will be required to service each of the proposed lots in this subdivision.
2. All Coliban Water assets within the subdivision, both existing and proposed, are to be protected by an easement in favour of Coliban Region Water Corporation.
3. Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must make payment to Coliban Water of New Customer Contributions (NCCs). These contributions are based upon the number of additional allotments connected (or to be connected) to Coliban Water's water, sewer or recycled water networks. A quote will be supplied to the owner on the referral of the Certified plan of subdivision.

Specific requirements for the servicing of the new lots will be provided to the applicant after a plan for certification has been referred to us. It is further requested that a final copy of the plan as certified by Council be forwarded to us for record purposes.

If you have any questions regarding this matter, please contact our case manager Poojan Bhavsar on 5434 1335.

Regards



Tessa Laing
Senior Development Services Coordinator

TOWN PLANNING REFERRALS

ENGINEERING CONDITIONS

Application No	:	PLN22 - 0282
File	:	14331P
Property No	:	14331
Address of Land	:	60 Cosmo Road, Trentham
Description	:	3 lot subdivision

1. Stormwater Drainage

- Prior to Statement of Compliance, all underground and surface drainage works that are considered necessary by the Responsible Authority shall be constructed in accordance with professionally prepared plans and computations to be provided by the developer and approved by the Responsible Authority prior to the commencement of construction. The drainage works shall include the provision of an onsite stormwater detention system designed to ensure that the post development runoff does not exceed pre development runoff from the development. The drainage works shall be installed to transport stormwater runoff from the subject land and surrounding land and/or adjoining road(s) to an approved point of discharge. No concentrated stormwater shall drain or discharge from the land to adjoining properties. The drainage system must be constructed and completed prior to the issue of the statement of compliance.

Return period for a Detention system is to be 10%AEP where there is overland escape path and 1%AEP if the failure of the detention system will cause property damage or inundation of freehold titles.

- It is the responsibility of the developer, to prepare a Stormwater Strategy Plan to identify and record the manner by which the quantity and quality of stormwater shall be managed for the catchment, not just the immediate development, including any new infrastructure that may be required to convey stormwater to a registered waterway. The stormwater strategy plan must demonstrate how to avoid adverse impact on neighbouring properties and surrounding road network due to the development. Drainage design plans and legal point of discharge will not be considered until the drainage strategy has been established.
- All allotments shall be provided with drainage outfall (house connection) connected to the formal drainage system to the satisfaction of the Responsible Authority. House drainage connection shall be constructed in accordance with Infrastructure Design Manual Standard Drawing SD 505.
- Stormwater shall be connected to the legal point of discharge to the satisfaction of the Responsible Authority.

- ATTACHMENT 10.2.4
- Prior to Statement of Compliance, all drainage easements deemed necessary by the Responsible Authority must be provided by the Permit Holder to protect and facilitate existing and future drainage infrastructure. Easements shall also be provided through properties between the development site and the nominated legal point of discharge. Minimum width of drainage easements shall be 2.0m for stormwater.
 - Drainage easements shall be created to allow for gravity stormwater drainage to the satisfaction of Responsible Authority.
 - If the proposed stormwater drainage system includes any works to be undertaken during house construction stage, the Owner must enter into a Section 173 Agreement with the responsible Authority under section 173 and 174 of the Planning and Environment Act, requiring that such works shall be constructed and completed during house/building construction stage.
 - The Owner must pay all of the costs and expenses including Responsible Authority's lawyers checking fees in relation to preparation, execution, registration, enforcement and cancellation of this Agreement including costs for obtaining necessary consents if required by the Land Titles Office before registration of this Agreement.
 - Prior to Certification, it is the responsibility of the developer to meet the requirements for stormwater quality as stated in the BPEM (Best Practice Environmental Management) Guidelines
Note: Additional information for requirements can be found at <https://www.epa.vic.gov.au/business-and-industry/guidelines/water-guidance/urban-stormwater-bpemg>

2. Access

- Vehicle access/crossing to the land is to be located, constructed and maintained to the satisfaction of the Responsible Authority.
- All vehicle entry to and egress from the property shall be in a forward motion. Vehicle turn around must be provided within the property.
Prior to construction a plan showing turning circles shall be submitted to the Responsible Authority for approval.
- Prior to statement of compliance the following will be constructed for approval.
 - Vehicle access/crossing to all lots is to be constructed in accordance with Infrastructure Design Manual Standard Drawing SD 260 or to approval of responsible authority.
 - Vehicle access/crossing to the land shall be located so that adequate sight distance is achieved to comply with Australian Standard AS2890.1:2004 Section 3.2.4 and as specified in Ausroad's Guide to Road Design Part 4A Section 3.4 - 'Sight Distance at Property Entrance'.
 - Minimum 10.0m and 9.0m clearance shall be maintained from any road intersection and between adjacent crossovers respectively.
 - Any proposed vehicular crossing shall have satisfactory clearance to any side-entry pit, power or Telecommunications pole, manhole cover or marker, or street tree. Any relocation, alteration or replacement

required shall be in accordance with the requirements of the relevant Authority and shall be at the applicant's expense. ATTACHMENT 10.2.4

- The final location and construction of the vehicle crossing is to be approved by the Responsible Authority via a "Consent to Work within the Road Reserve", prior to the undertaking of works.
3. All works must be constructed and completed prior to statement of compliance.
 4. All costs incurred in complying with the above conditions shall be borne by the permit holder.

Prepared by: Ashley Goad – Engineering Development Officer
Date: 19/01/2023



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Melbourne, VIC 3001 Australia
Telephone: +61 3 9651 9999
www.transport.vic.gov.au
DX 201292

Holly Hatfield
Hepburn Shire Council
10 Duke Street
Daylesford VIC 3460

Dear Holly

PLANNING APPLICATION NO.: PLN22/0282
DEPARTMENT REFERENCE NO: PPR 41992/22
PROPERTY ADDRESS: 60 COSMO ROAD, TRENTHAM VIC 3458

Section 55 – No objection subject to conditions

Thank you for your correspondence, referring details of the above application to the Department of Transport (Head, Transport for Victoria) pursuant to Section 55 of the Planning and Environment Act 1987.

The application is for:

Three (3) Lot Subdivision, Construction of Two (2) New Dwellings and Creation and Alteration of Access to Transport Zone 2.

Please note: Creation and Alteration of Access to Transport Zone 2 was omitted from the proposal and preamble, however shown on submitted plans.

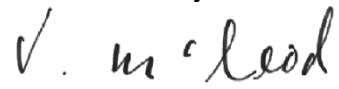
The Department has considered the application and in principle has no objection to the proposal, but would require that the following conditions be included in any Notice of Decision to issue a Planning Permit or Planning Permit:

1. Prior to the issue of Statement of Compliance or the commencement of construction of the two new dwellings (whichever comes first) the existing and new crossover and driveway are to be constructed to the satisfaction of the Responsible Authority and at no cost to the Head, Transport for Victoria.
2. The driveway for proposed Lots 2 & 3 is to be designed and constructed to allow vehicles to egress the properties in a forward direction and to the satisfaction of the Responsible Authority and at no cost to the Head, Transport for Victoria.

Please forward a copy of the Planning Permit, Notice of Decision to Grant or Refusal to Grant a Planning Permit to the Department at western.mail@roads.vic.gov.au, as required under Section 66 of the Planning and Environment Act 1987.

Should you have any enquiries regarding this matter, please contact western.mail@roads.vic.gov.au

Yours sincerely

A handwritten signature in black ink that reads "V. McLeod". The signature is written in a cursive style with a large initial "V" and a distinct "McLeod" surname.

Virginia McLeod

Team Leader Statutory Planning - Grampians
REGIONAL TRANSPORT
DEPT. OF TRANSPORT
Under delegation from the Head, Transport for Victoria
5/01/2023
Cc Applicant

GMW Ref: PP-22-01550
Doc ID: A4552198

Hepburn Shire Council
Planning Department
shire@hepburn.vic.gov.au

5 January 2023

Dear Sir and/or Madam,

Planning Permit Application - Subdivision - 3 Lot Subdivision, 2 New Dwellings and Alterations and Additions to Existing Dwelling

Application No: PLN22/0282
Applicant: Draftscope
Location: 60 Cosmo Road TRENTHAM VIC 3458
V 9773 F 244 Lot 5 Plan 208920N Trentham

Thank you for your letter and information received 23 December 2022 in accordance with Section 55 of *the Planning and Environment Act 1987*.

Goulburn-Murray Water's (GMW) areas of interest are surface water and groundwater quality, use and disposal. GMW requires that development proposals do not impact detrimentally on GMW's infrastructure and the flow and quality of surface water and groundwater. Applicants must ensure that any required water supplies are available from an approved source.

GMW understands that the applicant is seeking permission for a 3 Lot Subdivision, 2 New Dwellings and Alterations and Additions to Existing Dwelling. The subject site is located within the Eppalock Special Water Supply Catchment and is subject to ESO1 and BMO. It is noted that the site is connected to all services including sewer and drainage. No water features have been identified within close proximity of the subject site.

Based on the information provided and in accordance with Section 56 (a) of *the Planning and Environment Act 1987*, GMW has no objection to this planning permit being granted.

If you require further information please e-mail planning.referrals@gmwater.com.au or contact 1800 013 357.

Yours sincerely

Ranine McKenzie
STATUTORY PLANNING PARTNER
Per: (original signed by Loretta Mulla)



cfa.vic.gov.au

Our patron, Her Excellency the Honourable Linda Dessau AC, Governor of Victoria

CFA Fire Prevention and Preparedness
8 Lakeside Drive Burwood East Vic 3151
Email: firesafetyreferrals@cfa.vic.gov.au

CFA Ref: 15000-78561-125352
Council Ref: PLN22/0282

29th December 2022

Town Planner
Hepburn Shire Council
PO BOX 21
DAYLESFORD VIC 3460

Dear Town Planner,

CONDITIONAL CONSENT TO THE GRANT OF A PERMIT

Application No: PLN22/0282
Site Address: 60 Cosmo Road, Trentham
Proposal: 3 LOT SUBDIVISION, 2 DWELLINGS & EXTENSION IN BMO

I refer to correspondence dated 23rd December 2022 seeking comments on the above application.

CFA acting as a Referral Authority pursuant to Section 55 of the *Planning and Environment Act, 1987 (Act)* has considered and does not object to the grant of a permit for the above proposal subject to –

- Any mandatory conditions specified within the planning scheme; and
- The following conditions being included on any planning permit that may be issued.

– Start of Conditions –

1. Bushfire Management Plan required

Before the development starts, a Bushfire Management Plan must be submitted to and endorsed by the Responsible Authority. Once endorsed the plan must not be altered unless agreed to in writing by CFA and the Responsible Authority.

The plan must be generally in accordance with the Bushfire Management Plan prepared by Keystone Alliance Bushfire Assessments Ref# B23076/3.0, dated Dec-2022 but modified to replace the conditions for Water Supply with:

a) Water supply (all lots)

5000 litres of effective water supply for fire fighting purposes must be provided for each dwelling which meets the following requirements:

- Is stored in an above ground water tank constructed of concrete or metal.
- All fixed above-ground water pipes and fittings required for firefighting purposes must be made of corrosive resistant metal.
- Include a separate outlet for occupant use.

2. Hydrants

Prior to the issue of a Statement of Compliance under the *Subdivision Act 1988* the following requirements must be met to the satisfaction of the CFA:

- Above or below ground operable hydrants must be provided. The maximum distance between these hydrants and the rear of all building envelopes (or in the absence of building envelopes, the rear of the lots) must be 120 metres and the hydrants must be no more than 200 metres apart. These distances must be measured around lot boundaries.
- The hydrants must be identified with marker posts and road reflectors as applicable to the satisfaction of the Country Fire Authority.

Note –CFA’s requirements for identification of hydrants are specified in ‘Identification of Street Hydrants for Firefighting Purposes’ available under publications on the CFA web site (www.cfa.vic.gov.au)

– End of Conditions –

Further Comments

CFA has identified that a single 10,000L water tank for firefighting purposes had been proposed for the application. Table 4 of Clause 53.02-5 of the Victorian Planning Provision require each lot is to have a separate water tank.

CFA has assessed that the fire plug to the rear of lot 2 exceeds the 120m fire hydrant to the rear of the lot (or to the rear of the building envelope) requiring installation of a new hydrant as per Clause 56.09-3 of the Hepburn Planning Scheme.

The inclusion of the mandatory subdivision condition at clause 44.06-5 of the Scheme is not required on this occasion. This is because the proposal is to construct the two dwellings.

The mandatory buildings and works conditions at Clause 44.06-2 of the Scheme is required to be applied to any permit issued.

Certification and Statement of Compliance

CFA consents under Section 9 of the *Subdivision Act 1988* to the Certification of the Plan of Subdivision. CFA does not want the Plan of Subdivision for this planning permit application referred under Section 8 of the *Subdivision Act 1988*.

CFA does NOT consent to the Statement of Compliance for Subdivision.

If you wish to discuss this matter in more detail, please do not hesitate to contact Anthony Kacunic on 0429 105 701

Yours faithfully

A handwritten signature in black ink, appearing to read 'Glenn', with a long horizontal flourish extending to the right.

Glenn Cockram
Fire Safety Coordinator
CFA Fire Risk, Research & Community Preparedness

cc: ben@draftscope.com.au

Reason(s) for the submission/objection –

This subdivision includes a plan to build two semi-detached units at 60 Cosmo Road, Trentham. We feel that a high density development of this type is not appropriate to the neighbourhood or the site as detailed below:

The following Standards claim to have been met:

- 55.02-1 Neighbourhood Character Objectives. Standard B1
- 55.03-5 Energy Efficiency Objectives. Standard B10

In Standard B1 other examples of development are listed. We have included a table below of addresses that were referenced in B1 as being similar multi-dwelling developments. We will use 44 Park Street as a more detailed example as we feel it is the most similar, in that it is also a 3 lot development and the closest in proximity. 44 Park Street consists of 3 houses all detached. 60 Cosmo Road will have one detached house and two semi-detached units in a subdivided backyard of this house. We feel that the two semi-detached dwellings, if approved, will set an unwanted precedent in the Trentham township. You just have to read the findings of the Trentham Town survey that were published in the Trentham Trumpet, where the most critical concern for residents more frequently than any other, was development; in particular subdivisions and multiple occupancy that was eroding Trentham’s character and small town feel. Please see Attachment A with excerpts of the findings of the “Our Town, Our Future” survey as published between September and December 2022 in the Trentham Trumpet. This also includes a mention that Hepburn Shire have expressed interest in analysing the rich responses that were collected.

The three houses at 44 Park Street all have uninterrupted north facing orientation complying with Standard B10. 60 Cosmo Road states that dwelling 3 is impractical to do so given the proposed site orientation, therefore the answer to B10 being met is incorrect and should be NO.

The table below shows a comparison of the properties highlighted in the Planning Application. As you can clearly see, 60 Cosmo Road is not of a similar amenity to any of these properties.

Address	Number of subdivisions (approved or proposed)	Number of semi-detached residences (approved or proposed)	North facing orientation complying with Standard B10.60 possible for all subdivisions?
37 Park Street	2	0	Yes
44 Park Street	3	0	Yes
14 Cosmo Road	3	0	Yes
26 Cosmo Road	2	0	Yes
29 Cosmo Road	2	0	Yes
46 Cosmo Road	6	0	Yes
48 Cosmo Road	5	0	Yes
60 Cosmo Road	3	2	No

The design response is not appropriate to the neighbourhood and the site. The first picture at the end of this document shows where the intended subdivision is located, and that it is surrounded by single homes on large parcels of land. The answer to B1 being met, therefore is also incorrect and should be NO. Adding two units to this land will affect the quiet enjoyment of surrounding properties, particularly at 62 Cosmo Road and 2 Rahills Road. This is shown in the second picture where the proposed development has been overlaid on Picture 1.

To summarise, we object to the 3 lot subdivision at 60 Cosmo Road including the construction of two semi-detached units, that do not comply with the Standards set out by Council and will set a very undesirable precedent in the town for high density development.



Trentham Town Survey

We've now begun the not-insignificant task of summarising the mountains of feedback we received in the recent Trentham Town Survey. Here's a sneak peak of what we're finding so far!

Focusing on the first tick-a-box section of the survey, development was listed as a critical concern more frequently than any other. There were more comments about this subject also, regularly referring to lot sizes, subdivisions, multiple occupancy and the potential for Council to enforce a minimum lot size.

Ensure that new builds are sympathetic to the town's heritage was another common concern.

Interestingly, while 'Surrounding residential streetscapes' received the greatest proportion of unimportant ratings, a number of comments referred to the wide nature strips of many streets helping to provide a 'country feel' and something that should be protected and maintained.

More broadly, maintaining the current 'feel' of the town is important to us. What that specifically means is a little greyer, but the common themes of community, connectivity, open space, walkability, and wildlife were on high repeat. Weekend parking (and the lack of it) was a frequent red flag.

And in some good news, we've seen progress since this survey first began. The need for a dog park was mentioned numerous times - and thanks to the efforts of locals Council has committed to this providing this facility. Power reliability and sustainability weren't unimportant to any respondent - TSG are in the trenches exploring possible options to secure a sustainable energy supply for our town.



	Critical	Important	Unimportant
Development	85%	13%	1%
The open space and creek reserves within town	84%	16%	0%
The historic character of the town	83%	16%	1%
Trees and tree cover	82%	17%	1%
Rural feel	81%	18%	1%
Maintaining a 'small town feel'	81%	17%	1%
Sustainability	79%	21%	0%
Protection of wildlife	75%	24%	0%
Power reliability	76%	24%	0%
The main commercial streetscape	71%	28%	2%
Retention of older houses and garden settings	68%	30%	2%
Building energy efficiency and environmental standards	64%	33%	2%
Community facilities	63%	36%	1%
Garden spaces on residential allotments	60%	38%	2%
Ratio of hard to natural ground surfaces	60%	39%	1%
Access to recreational bicycle and walking paths	52%	46%	4%
Safety	50%	46%	4%
Surrounding residential streetscapes	47%	48%	5%

Trentham Town Survey

Our Town, Our Future.

We continue to analyse your detailed and thoughtful feedback and are pleased to share a brief synopsis to provide a sense of what we've found for questions 1 and 2. The remaining questions will follow in the next edition (October), and later we will provide more detailed qualitative analysis for longer reading.

Our first question in the Trentham survey was, *What do you like about living in Trentham?*

One hundred and seventy nine people responded, writing over 4,700 words. Their response was clear: community was mentioned 86 times, followed by small (referring to small town and small population) 63 times, and then rural or country feel (57 times). The community was described as friendly, active, supportive, tight knit, small, caring, thoughtful and strong, along with appreciation of the community spirit, community feel and sense of community.

After these, the most commonly used words were tree (43), friendly and people (37 and 38 respectively), historic/old or heritage (32), nature or natural (32), environment (27) and beauty/beautiful (22).

In the next tranche of responses, the key words included peace, space, quiet, walking, air and open-ness.

There was a remarkable unanimity amongst the respondents, mostly tied to the community, smallness, rural feel, and friendliness. People wrote about walking in a peaceful, quiet atmosphere and meeting people they liked. Trentham's small size, harmony with nature and rural feel were critical. Proximity to the forest and appreciation of



Trentham's shops and facilities were highly considered, as was proximity to other towns and Melbourne itself.

Many also wrote of the need they felt to protect Trentham's unique character, its community and small, rural feel.

Question two asked, *What do you like about Trentham's appearance?* One hundred and seventy four people responded, writing over 3,330 words.

It was clear that people really like Trentham's appearance, and the respondents expressed a strong love for their town. The most strongly liked aspect of Trentham's appearance was its historic nature; the words 'historic/ol', 'old', 'traditional' and 'heritage' were used 118 times in total, and they were used in reference to Trentham's streetscapes, its buildings (shops and houses) and general character.

Trentham's trees and gardens were mentioned 75 times - trees (4) on both public and private land and gardens (28). The town's open, natural spaces were also appreciated, with the word 'space' (as in open space, sense of space, public space and green space), along with 'parks' and 'reserves' mentioned in total 49 times. Possibly allied with this, but given here separately, were the words 'country' and 'rural', mentioned 37 times.

There were also many appreciative mentions of the main (or high) street and its shops (45 in total).

The overall sentiment was that the respondents loved the appearance of their town and wanted to write about it: it mattered to them. They particularly liked its historic appearance, along with its trees, open space, reserves and gardens, its shops and rural nature.

Our Town, Our Future

Work continues on our Trentham Town Survey. We are grateful for the assistance of a local academic who is currently completing a second review (think peer review, but her talents exceed ours!) This step is common in the world of research and will make an even more compelling case when presented to council. We'll have the complete summary in the December edition of the Trumpet for last feedback and comments, with the intent of presenting to council in the new year.



We've been pleased to hear that our initial findings have already been used as evidence of our 'community wishes' when lodging planning applications and objections in lieu of a contemporary town plan. Appropriate planning was a strong theme of the survey, so we thought we'd take the opportunity to clear up a few misconceptions:

Why is a planning permit necessary?

The planning process determines whether the use of development of land is appropriate. You can see and track current applications at [Track an application, view planning register or lodge an objection Hepburn Shire Council](#). Council has recently refreshed their website, and this section is now really easy to follow and understand: it's a great community resource.

How will I know an application has been lodged?

Council displays a list of current applications (called advertised applications) yet to be decided upon, on their website. Immediate neighbours or obviously impacted residents will be notified when an application is lodged, and applicants must display the yellow notification on the property notifying the community. This is not the most visible process, so help share if you see something.

Can I Object?

Yes! Before you lodge an objection, it is important that you review the proposed plans and associated documents and have a clear understanding of what is being proposed. Anyone with valid grounds can object – you don't need to be formally notified of the application, a be a neighbour or even live in the same street!

How do I Object?

Complete the form on the HSC website. Ensure your response is factual, avoid emotive language, your objection will be provided to the applicant for their review. You know the old adage *a picture is worth a thousand words*? This very much applies, include a photo! Lead times for objections are not long, so be prepared to act quickly.

Although HSC staff are super busy, they are helpful. If you're unsure of the process, but want to act, please contact them.

December Update

Council will be in Trentham to prepare a new Town Structure Plan in early 2023.

They are legally obligated to do their own survey (so don't be surprised when you see that) but have already expressed interest in analysing the rich responses that we've collected – no other town has proactively done this, it's being taken very seriously by Council – and highlights how determined Trentham's residents are to have a say in our town's future.

We will keep liaising with Council over the Town Structure process as it occurs.

Please use block letters

Planning & Environment Act 1987

WHAT APPLICATION DO YOU OBJECT TO?

Permit application no. PLN22/0282

Proposal: Residential Subdivision into 3 lots

Who has applied for the permit: BENJAMIN MANGION

WHAT ARE THE REASONS FOR YOUR OBJECTION?

* See letter enclosed

HOW WILL YOU BE AFFECTED BY THE GRANT OF A PERMIT?

OBJECTIONS TO PROPOSED DEVELOPMENT OF 60 COSMO ROAD

Although zoned residential, it sits on the outskirts of the town, with the next property being a large farm property at the edge of the Wombat Forest.

The majority of properties at this end of town are more rural in nature, with a half or more acres of land and a number of well-established native and European trees.

We currently enjoy a wealth of birdlife in our gardens and regularly see kangaroos, which come in from the farm property opposite.

A subdivision on the land at No 60 Cosmo Road with the addition of 2 dwellings would, I feel detract from this area's rural character.

With the proposal to put in a concrete driveway to service these two new dwellings at No 60 Cosmo Road, there would be a significant loss of greenery along my fence line and a consequent loss of habitat for the birds. The existing house (and paling fence to be erected around it) would also become visible as a result of removing these shrubs and trees. At present, I am only able to see the top of the bedroom window at the rear of the property and the roof.

The noise from cars entering and leaving the property, now that there are to be three dwellings rather than one, would severely impact me, as the driveway is relatively close to my fence. Cars entering and leaving the property at night would also be very visible.

I also have concerns about access for fire vehicles to the two new units should a fire break out.

The parking proposed to service the two new dwellings is very tight and I am not sure that a fire vehicle could get in.

The proposed new dwellings are actually larger than the existing dwelling and, because they sit side by side on the block, are only 1.6 metres from the fences of the adjoining properties at No 58 and 62.

To my way of thinking, this is much too close. A single dwelling rather than two would have allowed much more room for creating some green space along the boundaries of the adjoining properties.

If there have to be two dwellings and this is the only way that they can be positioned, then I would need some planting to be done along the fence before any construction happens to enhance the views from my side.

My reason for buying at this end of town in the first place was to enjoy the rural views and I feel very strongly that allowing subdivisions of this kind to go ahead is threatening to destroy the lifestyle that I currently enjoy in Trentham.

WHAT APPLICATION DO YOU OBJECT TO?

Permit application no. PLN 22/0282

Proposal: Proposed Residential subdivision into 3 lots

Who has applied for the permit: BENJAMIN MANGION

WHAT ARE THE REASONS FOR YOUR OBJECTION?

Ref: See Attachment 1

HOW WILL YOU BE AFFECTED BY THE GRANT OF A PERMIT?

Ref: See Attachment 2.

If insufficient space, please attach separate sheet

Privacy Collection Notice

Your objection and the personal information on this form is collected by Hepburn Shire Council for the purposes of the planning process as set out in the Planning and Environment Act 1987 (PE Act).

If you do not provide your name and address, Hepburn Shire Council will not be able to consider your objection.

Your objection will be available at the Hepburn Shire Council office for any person to inspect and copies may be made available on request to any person for the relevant period set out in the PE Act.

You must not submit any personal information or copyright material of third parties without their informed consent. By submitting this material as detailed above, does not breach any third party's

Or Tick Box Date: 16/1/23.

IMPORTANT NOTES ABOUT OBJECTIONS TO PLANNING PERMIT APPLICATIONS

1. This form is to help you make an objection to an application in a way which complies with the Planning and Environment Act 1987, and which can be readily understood by the Responsible Authority. There is no requirement under the Act that you use any particular form.
2. Make sure you clearly understand what is proposed before you make an objection. You should inspect the application at the Responsible Authority's office.
3. To make an objection you should clearly complete the details on this form and lodge it with the Responsible Authority as shown on the Public Notice – Application for a Planning Permit.
4. An objection must:
 - state the reasons for your objection, and
 - state how you would be affected if a permit is granted.
5. The Responsible Authority may reject an application which it considers has been made primarily to secure or maintain a direct or indirect commercial advantage for the objector. In this case, the Act applies as if the objection had not been made.
6. Any person may inspect an objection during office hours.
7. If your objection related to an effect on property other than at your address as shown on this form, give details of that property and of your interest in it.
8. To ensure the Responsible Authority considers your objection, make sure that the Authority received it by the date shown in the notice you were sent, or which you saw in a newspaper, or on the site.
9. If you object before the Responsible Authority makes a decision, the Authority will tell you its decision.
10. If despite your objection the Responsible Authority decided to grant the permit, you can appeal against the decision. Details of the appeal procedures are set out on the back of the Notice of Decision which you will receive. An appeal must be made on a prescribed form (obtainable from the Victorian Civil and Administrative Tribunal) and accompanied by the prescribed fee. A copy must be given to the Responsible Authority. The closing date for appeals is 21 days of the Responsible Authority giving notice of its decision.
11. If the Responsible Authority refuses the application, the applicant can also appeal. The provisions are set out on the Refusal of Planning Application which will be issued at that time.

WHAT ARE THE REASONS FOR YOUR OBJECTION?

1. Trentham is essentially a rural town with a peaceful environment which supports the population and the local wildlife. It is these positive attributes which draw many people here.
 2. With the current spate of developments occurring around the town, that image of Trentham is in jeopardy
 3. Council needs to consider what strategies should be placed on development which serves the population and prioritizes the changes which affect both wildlife, birds and people.
 4. The proposed development shows scant disregard for the environment, people, wildlife and the warnings about climate change. Employing vast areas of concrete and cement are environmentally damaging known contributors to global warming. (I refer to warnings expressed by scientists on radio national)
 5. A strategic development plan for Trentham needs to be put in place to reinforce the green credentials of this shire.
 6. Current infrastructure within the township is not adequate to support a broad increase in population.
- I refer to this proposed development and those approved by council in recent times, particularly along Cosmo Rd.

HOW WILL YOU BE AFFECTED BY THE GRANT OF A PERMIT?

1. Birdlife and wild life are important to me as a resident and I see this kind of development as a destruction of what I personally value about Trentham.

2. With intensive development comes the human desire for companion animals and my objection relates to cats specifically, which are not confined at night, attacking microbats, birds and each other

These are issues with which I am currently dealing.

3. Dust and pollution- the plan indicates that there will be provision on site for 11 vehicles.

Concrete roads emit dust and concrete dust compromises human health. High density vehicular traffic will contribute to increased dust levels in this area.

4. The concrete access road, being close to a neighbouring house, a distance of ^{4.06}~~4.6~~ metres is a significant issue for that resident's health and well-being.

5. The developer will not be able to effectively provide a green boundary to counteract the effects of radiated heat and the pollution.

6. Current town infrastructure re-drainage is a problem for residents in this area. I would stress the need for adequate storm water control measures to prevent flooding of adjoining properties. I am referring specifically to the location and size of soak pits per residence. A council requirement.

7. What specific environmental conditions are being imposed on this developer to ensure that works on this site reflect the values of current residents.

8. The increased flow of traffic along Cosmo Road causes me concern as this is residential area and is favoured by cyclists and bush walkers as well residents, accessing the town along the footpath.



16 January 2023

To Hepburn Shire Council

Re Proposed Subdivision and Development at 60 Cosmo Road Trentham

Application PLN22/0282

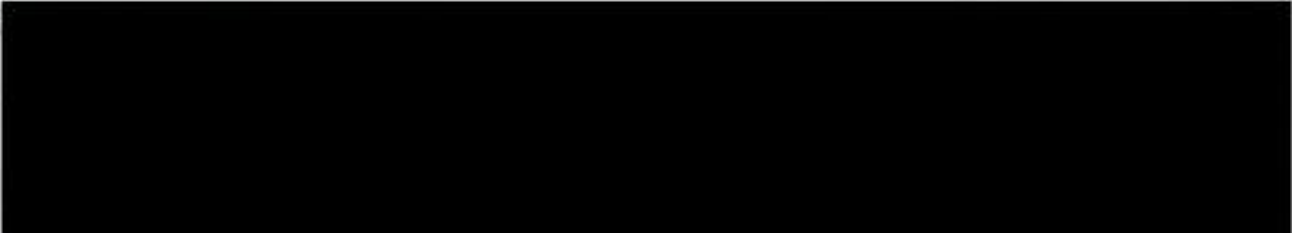
Dear Council

Please find enclosed the documents for my objection to the above proposed development.

Written reasons from me

Council form

Copies of local paper articles pertaining to development in Trentham



HEPBURN SHIRE COUNCIL

File No:

Rec'd Date: 17 JAN 2023

Rec'd By: K. CONROY DUKE

Action By:

Reg No:

RE: APPLICATION REFERENCE PLN22/0282 FOR
RESIDENTIAL SUBDIVISION

60 COSMO ROAD TRENTHAM -- 3 LOT SUBDIVISION

I wish to lodge an objection to this proposed subdivision and the planned building of two dwellings behind the existing house.

[REDACTED] My Western boundary adjoins the backs of 3 properties, each with a house at the front and a back garden of approx 1/2 acre. The middle property has the back land proposed to be subdivided and built on.

1. This proposal would result in that open area to be changed to high density housing. That is at odds with the values and attractions of our small rural town. These are specifically and comprehensively emphasised in the results of the Trentham Town Survey, reported in the 'Our Town, Our Future' section of the local community publication 'The Trentham Trumpet' in editions August to December. Please see attached copies of these articles, in particular the October edition regarding community frustration with Trentham subdivision.

This development would significantly erode the rural beauty, quiet, privacy, space and security which I and my neighbours love, and which we sought in coming to live here. My Western outlook and my environment would change from rural peace to cramped suburbia.

I emphasise that the appeal and character of this particular part of Trentham is precisely its low density and open outlooks. The locale has its own distinct character. Developments in the vicinity have not so far destroyed this character. New and 'imported' older houses are free standing with generous outlooks, with Northern light and sun and garden space, and the houses are well back from fences/boundaries.

This development is not in keeping with any of the above attributes and features, which can never be replaced.

2. I am concerned about drainage adequacy. The spoon drain which runs right along the Western edge of my property carries a great deal of water from Rahills Road, which clears other properties' storm water as well. In winter this drain often runs at capacity, and when clogged by debris causes minor flooding at the rear of my property. It is already an issue. What provisions are in place to deal with inevitable additional stress on drainage from this development?
3. The two dwellings will be very tightly positioned on the land. They appear to be accessible by one driveway, which will interfere significantly with the privacy of the adjoining property at 62 Cosmo Road. The construction of this drive way will necessitate the removal of attractive trees and shrubs, which are home to several native bird species, and afford a screening of privacy.
4. Manoeuvring fire vehicles and equipment would appear to be difficult. This is a real concern, given our close position next to the Wombat forest and designated 'high fire risk'.
5. Cosmo Road is increasingly busy. There is much traffic of lorries, trucks, delivery vehicles and of course tourists and commuters from nearby. Additional noise from the road and driveway and congestion at the entrance to the development is unpalatable.

As there is no contemporary town plan, objection to subdivision and development applications is residents' only recourse. It will be very good to have the Trentham Town Structure Plan. The formulation of this will be a long process, and it is reassuring to know that Council is interested in the responses to the Trentham Town Survey as the process gets under way.

WHAT APPLICATION DO YOU OBJECT TO?Permit application no. PLN22/0282Proposal: 3 LOT SUBDIVISION AND 2 DWELLINGSWho has applied for the permit: BENJAMIN MANGION**WHAT ARE THE REASONS FOR YOUR OBJECTION?**

- THE DWELLINGS ARE ATTACHED AND CRAMPED
- THE DEVELOPMENT IS OUT OF CHARACTER WITH THE AREA - HIGH DENSITY NOT HERE
- THE LOTS ARE MINIMUM SIZE - TOO SMALL FOR THIS AREA
- THE RURAL PEACE AND BEAUTY IS HURT
- DRAINAGE IS ALREADY A PROBLEM
- LOSS OF HABITAT FOR WILDLIFE
- INEVITABLE NOISE
- REAL FIRE RISK AS TOO SMALL FOR FIRE TRUCKS AND EQUIPMENT TO ACCESS

HOW WILL YOU BE AFFECTED BY THE GRANT OF A PERMIT?

- LOSS OF RURAL OUTLOOK
- NOISE AND ACTIVITY - LOSS OF PRIVACY
- DRAINAGE IS ALREADY INADEQUATE AND WILL BE MORE FLOODING RISK
- LOSS OF TREES AND WILDLIFE
- HIGH DENSITY HOUSING, MY VIEW - LIKE SUBURBIA I DELIBERATELY MOVED AWAY FROM

.....

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If insufficient space, please attach separate sheet

Privacy Collection Notice

Your objection and the personal information on this form is collected by Hepburn Shire Council for the purposes of the planning process as set out in the Planning and Environment Act 1987 (PE Act).

If you do not provide your name and address, Hepburn Shire Council will not be able to consider your objection.

Your objection will be available at the Hepburn Shire Council office for any person to inspect and copies may be made available on request to any person for the relevant period set out in the PE Act.

third parties without their informed consent. By the details stated above does not breach any third party's

Date: 16 JAN 2023

IMPORTANT NOTES ABOUT OBJECTIONS TO PLANNING PERMIT APPLICATIONS

1. This form is to help you make an objection to an application in a way which complies with the Planning and Environment Act 1987, and which can be readily understood by the Responsible Authority. There is no requirement under the Act that you use any particular form.
2. Make sure you clearly understand what is proposed before you make an objection. You should inspect the application at the Responsible Authority's office.
3. To make an objection you should clearly complete the details on this form and lodge it with the Responsible Authority as shown on the Public Notice - Application for a Planning Permit.
4. An objection must:
 - state the reasons for your objection, and
 - state how you would be affected if a permit is granted.
5. The Responsible Authority may reject an application which it considers has been made primarily to secure or maintain a direct or indirect commercial advantage for the objector. In this case, the Act applies as if the objection had not been made.
6. Any person may inspect an objection during office hours.
7. If your objection related to an effect on property other than at your address as shown on this form, give details of that property and of your interest in it.
8. To ensure the Responsible Authority considers your objection, make sure that the Authority received it by the date shown in the notice you were sent, or which you saw in a newspaper, or on the site.
9. If you object before the Responsible Authority makes a decision, the Authority will tell you its decision.
10. If despite your objection the Responsible Authority decided to grant the permit, you can appeal against the decision. Details of the appeal procedures are set out on the back of the Notice of Decision which you will receive. An appeal must be made on a prescribed form (obtainable from the Victorian Civil and Administrative Tribunal) and accompanied by the prescribed fee. A copy must be given to the Responsible Authority. The closing date for appeals is 21 days of the Responsible Authority giving notice of its decision.
11. If the Responsible Authority refuses the application, the applicant can also appeal. The provisions are set out on the Refusal of Planning Application which will be issued at that time.

Editorial

Hi Trentham,

July sadly saw the passing of our good friend and Sketchy Musings' Peter John Young.

As complete novices (not just to editing, but any kind of journalism!) Peter was an incredible support and wonderful mentor to us as we began and continued our Trumpet journey - encouraging, patient, positive and always happy to help.

We're grateful for his guidance, humour and sharing his many talents with our community so freely. We loved his waiting-for-his-breakfast sketch of our first Trumpet (on this month's cover) so much he kindly gifted it to us, which we immediately knew deserved pride of place on our website.

His energy, stories and positive outlook on life will be missed by many. He was kind, clever, quick with a quirky anecdote, witty, interesting and interested.

Our thoughts and hearts are with Sally, his family and friends.

Just days after the terrible news, his fellow sketchy friends Trentham Urban Sketch Club (TUSC) met at Aterics Café like they do every Tuesday morning (9am, everyone of all abilities is welcome!). It will never be quite the same without Peter.

As a tribute the group gathered a collection of his hats, spectacles, cuff links and cricket memorabilia to sketch. Peter's family joined the group for their TUSC debut, and Wes's (Peter & Sally's son) sketch of his father's spectacles is below.



Vale, Peter.

Trentham Sustainability Group in conjunction with the consultants of their energy project are ready to present their findings of the feasibility study, on Thursday 4th August at the TNC. Go along to hear about the solutions available to us and have your questions answered by experts. See page 5 for details, and page 8 for their fabulous new logo!

The Words in Winter program looks fantastic, with a wonderful diverse program. The full listing is on page 11, there's bound to be something of interest to you. Book early for the limited ticketed events, they are expected to sell out. Don't forget to enter the Trumpet's six word story competition for your chance to win \$100, see page 23 for T&Cs.

And last, but definitely not least, many thanks to Charles Sherlock for his insightful analysis of how the Trentham demographic has evolved over the last five years as captured by the Census.

Regards,
Chris & Penny

Trentham Town Survey

We've now begun the not-insignificant task of summarising the mountains of feedback we received in the recent Trentham Town Survey. Here's a sneak peak of what we're finding so far!

Focusing on the first tick-a-box section of the survey, development was listed as a critical concern more frequently than any other. There were more comments about this subject also, regularly referring to lot sizes, subdivisions, multiple occupancy and the potential for Council to enforce a minimum lot size. Ensure that new builds are sympathetic to the town's heritage was another common concern.

Interestingly, while 'Surrounding residential streetscapes' received the greatest proportion of unimportant ratings, a number of comments referred to the wide nature strips of many streets helping to provide a 'country feel' and something that should be protected and maintained.

More broadly, maintaining the current 'feel' of the town is important to us. What that specifically means is a little greyer, but the common themes of community, connectivity, open space, walkability, and wildlife were on high repeat. Weekend parking (and the lack of it) was a frequent red flag.

And in some good news, we've seen progress since this survey first began. The need for a dog park was mentioned numerous times - and thanks to the efforts of locals Council has committed to this providing this facility. Power reliability and sustainability weren't unimportant to any respondent - TSG are in the trenches exploring possible options to secure a sustainable energy supply for our town.



	Critical	Important	Unimportant
Development	85%	13%	1%
The open space and creek reserves within town	84%	16%	0%
The historic character of the town	83%	16%	1%
Trees and tree cover	82%	17%	1%
Rural feel	81%	18%	1%
Maintaining a 'small town feel'	81%	17%	1%
Sustainability	79%	21%	0%
Protection of wildlife	75%	24%	0%
Power reliability	76%	24%	0%
The main commercial streetscape	71%	28%	2%
Retention of older houses and garden settings	68%	30%	2%
Building energy efficiency and environmental standards	64%	33%	2%
Community facilities	63%	36%	1%
Garden spaces on residential allotments	60%	38%	2%
Ratio of hard to natural ground surfaces	60%	39%	1%
Access to recreational bicycle and walking paths	52%	44%	4%
Safety	50%	46%	4%
Surrounding residential streetscapes	47%	48%	5%

Editorial

Hi Trentham!

Congratulations to our Six Word Story winner Adele Anderson for her fabulous entry gracing our cover. Such wonderful imagery which leaves you wondering & wanting to know more. We were thrilled with the number of entries (more than double last year) so we'll keep this as a permanent fixture. We especially loved the family submissions which included entries from multiple generations. We adore words and language (else we wouldn't be doing the Trumpet!) and it's fab to see that love shared & fostered. Entries are on page 11 - we promise an entertaining & thought-provoking read!

Thank you to Peta Sherlock who kindly compiled a collection of other Words in Winter winners, you'll find these in the centre of this paper. The winning poetry entries will be shared next month. And well done to this year's new Words in Winter organising committee for creating such a diverse & interesting program.

Trentham Sustainability Group presented their Energy Feasibility Study to the community last month - and wow! They've uncovered practical and workable steps to create an energy resilient Trentham, identifying Trentham's total solar generation as the 'make or break' for energy security. Did you know that current data shows solar panels pay for themselves in 5.5 years? And doing so not only benefits us financially as individuals, reduces our emissions, but also can significantly benefit our community? We look forward to TSG's Matthew Nickson detailing his local experiences in next month's Trumpet.

Happy 130th Birthday to the Trentham Saints! Congrats on a successful season after challenging COVID times, and that mud!! A super effort by Jake Keogh kicking his 100th goal of the season! Best wishes to the teams now contesting the finals.

Congrats also to the Trentham Lions Club who celebrated the 13th

anniversary of the Trentham Lions Farmers' Market. The market is an absolute Trentham institution - great products & produce, tasty breakfasts for worthy causes & the fab TSG produce exchange. But it's more than that - it's a wonderful social occasion and opportunity to catch up with neighbours, so thank you to the Lions behind the scenes and front of house making it such a friendly and fun occasion each month.

Lastly, our apologies for the hassle caused by our email address being (suddenly, frustratingly) out of action. Please continue to contact us via thetrenthamtrumpet@gmail.com. Thank you to everyone who has helped providing contacts, but we are still trying to find someone with administrative access to the trentham.org.au site & google workspace - so far we've only hit dead ends. If you've any leads as to whom might have these magical powers, please let us know!

Regards,
Chris & Penny

Trentham Town Survey

Our Town, Our Future.

We continue to analyse your detailed and thoughtful feedback and are pleased to share a brief synopsis to provide a sense of what we've found for questions 1 and 2. The remaining questions will follow in the next edition (October), and later we will provide more detailed qualitative analysis for longer reading.



Our first question in the Trentham survey was, *What do you like about living in Trentham?*

One hundred and seventy nine people responded, writing over 4,700 words. Their response was clear: community was mentioned 86 times, followed by small (referring to small town and small population) 63 times, and then rural or country feel (57 times). The community was described as friendly, active, supportive, tight knit, small, caring, thoughtful and strong, along with appreciation of the community spirit, community feel and sense of community.

After these, the most commonly used words were tree (43), friendly and people (37 and 38 respectively), historic/old or heritage (32), nature or natural (32), environment (27) and beauty/beautiful (22).

In the next tranche of responses, the key words included peace, space, quiet, walking, air and open-ness.

There was a remarkable unanimity amongst the respondents, mostly tied to the community, smallness, rural feel, and friendliness. People wrote about walking in a peaceful, quiet atmosphere and meeting people they liked. Trentham's small size, harmony with nature and rural feel were critical. Proximity to the forest and appreciation of

Trentham's shops and facilities were highly considered, as was proximity to other towns and Melbourne itself.

Many also wrote of the need they felt to protect Trentham's unique character, its community and small, rural feel.

Question two asked, *What do you like about Trentham's appearance?* One hundred and seventy four people responded, writing over 3,330 words.

It was clear that people really like Trentham's appearance, and the respondents expressed a strong love for their town. The most strongly liked aspect of Trentham's appearance was its historic nature; the words 'historic/al', 'old', 'traditional' and 'heritage' were used 118 times in total, and they were used in reference to Trentham's streetscapes, its buildings (shops and houses) and general character.

Trentham's trees and gardens were mentioned 75 times - trees (4) on both public and private land and gardens (28). The town's open, natural spaces were also appreciated, with the word 'space' (as in open space, sense of space, public space and green space), along with 'parks' and 'reserves' mentioned in total 49 times. Possibly allied with this, but given here separately, were the words 'country' and 'rural', mentioned 37 times.

There were also many appreciative mentions of the main (or high) street and its shops (45 in total).

The overall sentiment was that the respondents loved the appearance of their town and wanted to write about it: it mattered to them. They particularly liked its historic appearance, along with its trees, open space, reserves and gardens, its shops and rural nature.

Editorial

Hi Trentham!

How wonderful to see signs that winter is finally ending – and feel some warmth! Spring sunshine is undoubtedly the best sunshine, and we hope you've had an opportunity to enjoy some, particularly with the riot of spring flowers around!

Congratulations to the wonderful Trentham Reserves Team on your Grand Final win! What a stellar effort, even more so with the disruption of the last couple of years. And what a way to top off the 130th Birthday celebrations! Credit and thank you to the volunteers and families who contribute so much every week.

Congrats also to the winners of the Words in Winter Poetry competition – we're pleased to share the joint winning entries with you this month (page 8). What a wonderful festival, can't wait to see what next year brings!

As promised last edition, the TSG have provided a real-life, practical, and most importantly local example of the ease, benefits and affordability of solar. Thanks for sharing your inspiring story Matt! We implore everyone to contact TSG if you've any questions – or send them to us, and we'll share the Q&A.

Just another reminder (the last, we promise!) that our email address has changed to thetrenthamtrumpet@gmail.com. Yup, it's our new address, no longer

temporary. Our apologies for the difficulty in contacting us – although we've located the administrator, we're still unable to access our account or even redirect. Our website will be updated this month – be mindful that other community groups also have new addresses. Thanks to those who've assisted in what felt like a wild goose chase!

Lastly, as always, thank you to our supporters, advertisers, volunteers and most especially our contributors. We appreciate you taking the time to share your thoughts, insights, knowledge and fabulous Trentham goings-on with our community.

Regards,
Chris & Penny

Trentham Town Survey

Our Town, Our Future

Since the Trentham Survey closed in June, we have been analysing the responses. They reveal just how strongly people care about our town and its future: 255 people responded to the survey's multiple choice questions, and 178 continued on to the four questions requiring written responses – producing an astonishing 20,000 words.

This means we have a very clear picture of Trentham in 2022 and what its residents want, ready to show the Council when they turn their attention to creating a town structure plan for Trentham.

Last month we published the response to Questions One and Two (What do you like about living in Trentham? and What do you like about Trentham's appearance?). Here are the answers to Questions Three and Four:

Question Three: *Is there anything that displeases or frustrates you about the town's planning or appearance?*

This received the strongest response, with 171 respondents writing almost 7,000 words, many of them quite passionate. One issue stood out: 61% of respondents (105) specifically mentioned the extent of subdivision taking place in Trentham as being the thing that displeased or frustrated them. Subdivision was the most commonly used word; also frequently mentioned were battle-axe blocks, tiny blocks, high density housing, development, expansion of modern estates, and infill.

Those respondents expressed concern that excessive subdivision was eroding Trentham's character, that gardens were being sacrificed and the small town feel was giving way to a more cramped suburban/city environment and density – small block size (400 sqm or smaller) was specifically mentioned, as were investors and developers as beneficiaries.

Of those who mentioned the council and planning (25), the significant majority expressed concern that town planning was absent, full of loopholes, that dissent was hard to be heard, and the town was lacking proper, protective overlays.

Other issues mentioned were the untidy town entrance and main street, poor quality signage and roads, policing, dogs, and the need for more (and cleared) bike/walking paths.

Question Four: *What would you like 'future Trentham' to look like?*

The 178 respondents to this question were almost totally united in their desire to keep 'future Trentham' looking largely as we know it today (89%), but they expressed their views in slightly differing ways. There were essentially three groups.

One group loved Trentham as it is and wanted future Trentham to look largely as it does today (27%). The second group expected change and were cautious about its effects, using words like 'maintain' 'retain' and 'keep' in relation to holding on to Trentham's look, character, history, ambience, small feel etc. in the face of pressures in the future (38%)

The third group (24%) looked at planning for the future and the development of the town. While accepting some development, they wanted it controlled and not to impair the current feel and amenity – to be planned carefully. This included, for some, upgrading of amenities, walking and bike tracks, and a sustainable, eco-friendly and renewable energy future.

There was a high degree of crossover between the three groups: each expressed concern over future development, in particular the prospect of the town becoming suburban or over developed.

More info to follow next edition!



Editorial

Hi Trentham!

Rain, rain, rain... enough already!

But seriously, heartfelt thanks to the wonderful CFA 'sandbaggers', volunteers and emergency workers who continue to keep us safe & dry(ish).

The forecast (by The Bureau / BOM!) is that we'll need to brace ourselves for above median rainfall for the next three months, predominantly in November, predominantly in the first two weeks. With the ground already sodden, this will affect waterways far quicker than it normally would. Sadly, we're also expecting slightly cooler weather, although the minimums are likely to be warmer, hopefully reducing our chances of a repeat of last year's late frost (cloud cover is good for something!) Yup, it remains good weather for ducks (watch out for the ducklings if you're driving.)

Congrats to the Trentham Golf Club who (during a fortuitous gap in the rain!) hosted the Victorian Senior Men's and Women's event for the

first time as part of their 7-day yearly tournament. Well done to the staff and volunteers who made this happen, the club has secured the event for next year.

Thank you to our new contributors – it's lovely to have some from slightly further afield, and some new locals. If you want to get involved – please do! Email us at thetrenthamtrumpet@gmail.com. All it took was a guest Plonker (Marmaduke) to finally see that contribution submitted on time... (lift your game Digby & Niles!)

Sue Worthington (T&DHS) wins the most serendipitous award for the twist in her Trentham Tale (page 14) this month, and Donna Jansz of Curious Mind wins the most beautifully written piece for her thoughtful article on meditation (page 7 -how can you not love the (improved) turn of phrase 'practice makes progress?')

Thank you also to the wonderful TNC for again running the 'Reverse Advent Calendar' this year. Pick up a box from the TNC and help families in the Hepburn Shire dealing with food insecurity this Christmas.

Lastly, but definitely not least!

Make sure you come along to Trentham Twilight Night on Friday 25 November (4.30pm – 8.30pm). Previous years have been a heap of fun (not just an opportunity to support our local traders but also an opportunity to feel wonderfully smug when your Christmas shopping is done and dusted before December!) This year festivities are being extended to include a Christmas Night Market, Santa photo booth, Kids Treasure Hunt, Wrapping Station, Showbags and Giveaways and the lighting of the Christmas Tree in the Town Square. Thanks to Hepburn Shire Council and Trentham & Community District Bank for supporting this event.

Regards,
Chris & Penny

A reminder that our new email address is thetrenthamtrumpet@gmail.com – our website refresh is almost done!

Trentham Town Survey

Our Town, Our Future

Work continues on our Trentham Town Survey. We are grateful for the assistance of a local academic who is currently completing a second review (think peer review, but her talents exceed ours!) This step is common in the world of research and will make an even more compelling case when presented to council. We'll have the complete summary in the December edition of the Trumpet for last feedback and comments, with the intent of presenting to council in the new year.

We've been pleased to hear that our initial findings have already been used as evidence of our 'community wishes' when lodging planning applications and objections in lieu of a contemporary town plan. Appropriate planning was a strong theme of the survey, so we thought we'd take the opportunity to clear up a few misconceptions:

Why is a planning permit necessary?

The planning process determines whether the use of development of land is appropriate. You can see and track current applications at [Track an application, view planning register or lodge an objection Hepburn Shire Council](#). Council has recently refreshed their website, and this section is now really easy to follow and understand: it's a great community resource.



How will I know an application has been lodged?

Council displays a list of current applications (called advertised applications) yet to be decided upon, on their website. Immediate neighbours or obviously impacted residents will be notified when an application is lodged, and applicants must display the yellow notification on the property notifying the community. This is not the most visible process, so help share if you see something.

Can I Object?

Yes! Before you lodge an objection, it is important that you review the proposed plans and associated documents and have a clear understanding of what is being proposed. Anyone with valid grounds can object – you don't need to be formally notified of the application, a be a neighbour or even live in the same street!

How do I Object?

Complete the form on the HSC website. Ensure your response is factual, avoid emotive language, your objection will be provided to the applicant for their review. You know the old adage *a picture is worth a thousand words*? This very much applies, include a photo! Lead times for objections are not long, so be prepared to act quickly.

Although HSC staff are super busy, they are helpful. If you're unsure of the process, but want to act, please contact them.

Editorial

Hi Trentham!

Well, we've made it to the end of another year of Trumpeting!

We continue to have a fabulous time pulling this paper together – however credit and our heartfelt thanks must go to our wonderful contributors who do the hard yards writing for us. Our apologies to anyone we've left off the cover - we love this visual of just how large and how diverse the broader Trumpet Team is!

Thanks also to those who offer feedback, kind words and support, and our subscribers who help us reduce our environmental impact. Extra special thanks to the TNC and Quentin – we could not do it without you!

How much fun was Trentham Twilight Night?!

Congrats to HSC, CCCE, and the Green Store (the originators!) for a wonderful night showcasing our

fabulous Traders, Hospo venues, Makers, Creators, Growers & Musos! It was so good to see people out and about having a wonderful time and celebrating Trentham. Thanks also to Clyve & Jane for turning on some gorgeous weather, more of that please!!

Wishing you a wonderful and safe holiday season,

Chris & Penny

Trentham Town Survey

December Update

Council will be in Trentham to prepare a new Town Structure Plan in early 2023.

They are legally obligated to do their own survey (so don't be surprised when you see that) but have already expressed interest in analysing the rich responses that we've collected – no other town has proactively done this, it's being taken very seriously by Council – and highlights how determined Trentham's residents are to have a say in our town's future.

We will keep liaising with Council over the Town Structure process as it occurs.

Before we actually get our new Town Structure plan (it could take 18 months to complete this comprehensive plan) we have very little planning protection. The key action that residents can take (if they are unhappy with a proposed development) is to ensure they get 5 objections to the application for a planning permit. This ensures the application must go to council for consideration, rather than be authorised in the planning department, which has to operate under the current non-Trentham-specific environment.

If you don't feel an application 'fits' with Trentham's character, speak up - remember you don't need to live next door or in the same street.

Any questions? Email us via the Trumpet: thetrenthamtrumpet@gmail.com

Christmas **SERVICES IN TRENTHAM 2022**

Sunday 18 December, 7pm

Ecumenical Carol Service

St George's, High Street
followed by supper.

All are welcome to join in celebrating the birth of Jesus Christ.



St George's Anglican Church (High Street):
Christmas Day, Sunday 25 December 9.00am

St Mary Magdalen's Catholic Church (Bridge Street):
Saturday 24 December Midnight Mass
Christmas Day, Sunday 25 December 8.30am
(both services preceded by carol singing)

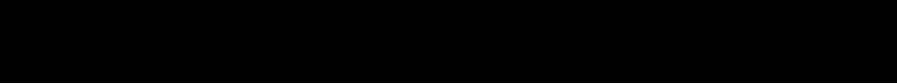
St Malachy's Catholic Church, Blackwood
Christmas Day, Sunday 25 December 4.00pm

- The percentage of hard surface to land ratio is too high for this proposed development
- Trentham has a high rainfall, which in the past 12 months has caused flooding throughout the town (over 1600 mm for 2022)
- This is seen particularly in Rahills Rd due to the dish drains which all house stormwater runs to
- At the rear of this proposed development and 62 Cosmo Rd, there is a dish drain which runs North/South , at right angle to the road dish drain
- This drain, during storm events, overflows into the neighbouring property on the lower level at 2 Rahills Rd
- These 2 drains will hold stormwater for days/weeks following a rain event from both these properties
- an additional 2 houses will inevitably overload the current system
- The ground remains so sodden that we lost large trees
- We will therefore see issues such as Camp St, where flooding occurred through the 2 current building sites and the land currently for sale

I object to this proposed development based on these issues.

Regards,





Reason(s) for the objection -

1. The application (relating to the proposed two new houses) blocks the habitat corridor and creates a visual blockage with its bulk, (narrow) setbacks and form.
2. It adversely affects the key characteristics of the area in terms of lot size, pattern and layout, and adversely affects the rhythm scale and pattern of the buildings in the area. The overhead photographs clearly show this is an area of gardens and open space.
3. The application, if approved, will create a precedent for adjoining properties along Cosmo Road, as well as the surrounding area - which includes similar sized blocks along Rahills Rd and Groves St. If these, or even a proportion of these, were to develop in a similar way, the entire open, rural amenity of this part of Trentham would be lost, and habitat/wildlife corridors blocked entirely. Visually, it would be a continuum of walls, roofs and driveways (as per the Street Scape elevation of this proposal).

LOT 5, NO.60 COSMO ROAD, TRENTHAM, VIC. 3458

HEPBURN SHIRE COUNCIL

PROPOSED DUAL OCCUPANCY

ANNE & STEPHEN BARRETT

NOVEMBER 30TH 2022

GENERAL NOTES (NCC 2019 BCA Vol 2)

- All materials and work practices shall comply with, but not limited to the Building Regulations 2018, the National Construction Code Series 2019 Building Code of Australia Vol 2 and all relevant current Australian Standards (as amended) referred to therein.
- Unless otherwise specified, the term BCA shall refer to National Construction Code Series 2019 Building Code of Australia Volume 2.
- All materials and construction practice shall meet the Performance Requirements of the BCA. Where an alternative solution is proposed then prior to implementation or installation it first must be assessed and approved by the Relevant Building Surveyor as meeting the Performance Requirements of the BCA.
- Glazing including safety glazing shall be installed to a size, type and thickness so as to comply with:
BCA Part 3.6 for Class 1 and 10 buildings within a design wind speed of not more than N3, and -NCC 2019 BCA Vol 1 Part B1.4 for Class 2 to 9 buildings
- Waterproofing of wet areas, being bathrooms, showers, shower rooms, laundries, sanitary compartments and the like shall be provided in accordance with AS 3740-2010: *Waterproofing of Wet Areas in Residential Buildings*.
- These Drawings shall be read in conjunction with any House Energy Rating (HERS) report and shall be constructed in accordance with the stamped plans endorsed by the accredited Thermal Performance Assessor without alteration
- Step sizes (other than for spiral stairs) to be:
 - Risers (R) 190mm maximum and 115mm minimum
 - Going (G) 355mm maximum and 240mm minimum
 - 2R + 1G = 700mm maximum and 550mm minimum
 - with less than 125mm gap between open treads
- All treads, landings and the like to have non slip finish or suitable non-skid strip near edge of nosing.

- Provide balustrades where change in level exceeds 1000mm above the surface beneath landings, ramps and/or treads. Balustrades (other than tensioned wire balustrades) to be:
 - 1000mm min. above finished surface level of balconies, landings or the like, and
 - 865mm min. above finished surface level of stair nosing or ramp, and
 - vertical with less than 125mm gap between, and
 - any horizontal element within the balustrade between 150mm and 760mm above the floor must not facilitate climbing where changes in level exceeds 4000mm above the surface beneath landings, ramps and/or treads. Wire balustrade construction to comply with BCA Part 3.9.2.3 for Class 1 and 10 Buildings and NCC 2019 BCA Volume 1 Part D2.16 for other Classes of Buildings.
- Top of hand rails to be minimum 865mm above stair nosing and floor surface of ramps.
- Window sizes nominated are nominal only. Actual size may vary according to manufacturer. Windows to be flashed all around.
- Where the building (excludes a detached Class 10) is located in a termite prone area the area to underside of building and perimeter is to be treated against termite attack.
- Concrete stumps:
 - up to 1400mm long to be 100mm x 100mm (1 No. H.D. Wire)
 - 1401mm to 1800mm long to be 100mm x 100mm (2 No. H.D. Wires)
 - 1801mm to 3000mm long to be 125mm x 125mm (2 No. H.D. Wires)
 - 100mm x 100mm stumps exceeding 1200mm above ground level to be braced where no perimeter base brickwork provided.
- For buildings in marine or other exposure environments shall have masonry units, mortar and all built in components and the like complying with the durability requirements of Table 4.1 of AS4773.1-2010 'Masonry in small buildings' Part 1: Design
- All stormwater to be taken to the legal point of discharge to the Relevant Authorities approval.
- These drawings shall be read in conjunction with all relevant structural and all other consultants drawings/details and with any other written instructions issued in the course of the contract.

- Site plan measurements in metres - all other measurements in millimetres u.n.o.
- Figured dimensions take precedence over scaled dimensions.
- The Builder shall take all steps necessary to ensure the stability and general water tightness of all new and/or existing structures during all works.
- The Builder and Subcontractors shall check and verify all dimensions, setbacks, levels and specifications and all other relevant documentation prior to the commencement of any works. Report all discrepancies to this office for clarification.
- Installation of all services shall comply with the respective supply authority requirements.
- The Builder and Subcontractor shall ensure that all stormwater drains, sewer pipes and the like are located at a sufficient distance from any buildings footing and/or slab edge beams so as to prevent general moisture penetration, dampness, weakening and undermining of any building and its footing system.
- These plans have been prepared for the exclusive use by the Client of Draftscope ('The Designer') for the purpose expressly notified to the Designer. Any other person who uses or relies on these plans without the Designer's written consent does so at their own risk and no responsibility is accepted by the Designer for such use and/or reliance.
- The approval by this office of a substitute material, work practice, variation or the like is not an authorisation for its use or a contract variation. Any said variations must be accepted by all parties to the agreement and where applicable the Relevant Building Surveyor prior to implementing the said variation.

STORMWATER

100 mm DIA. Class 6 UPVC stormwater line laid to a minimum grade of 1:100 and connected to the legal point of stormwater discharge. Provide inspection openings at 9000mm C/C and at each change of direction.

The cover to underground stormwater drains shall be not less than

- 100mm under soil
- 50mm under paved or concrete areas
- 100mm under unreinforced concrete or paved driveways
- 75mm under reinforced concrete driveways

Temporary rainwater down pipes to be used during construction to direct rain water away from footings and brickwork etc. Min. 254mm Lay flat will be suitable. Connecting down pipe to LPD prior to permanent down pipes being installed.

MASONRY CONSTRUCTION

- Weepholes shall not be located higher than the internal finished floor level
 - damp-proof course shall be located at the following heights -
 - 150mm above adjacent ground
 - 75mm above adjacent impermeable surface
 - 50mm above adjacent impermeable surface where roofed
 - Articulation Joints shall be continuous adjacent to openings.
- Roof tile flashing shall be in accordance with Part 3.5.2.3 of the BCA
 - Flashings to wall openings shall be in accordance with Part 3.5.4.6 of the BCA
 - Wall ties shall be provided in accordance with BCA Part 3.3.5.10
 - Sarking beneath tiled roof shall be provided in accordance with Part 3.5.2.4 of the BCA
 - Pliable membrane shall be provided where required in accordance with Part 3.8.7.2 of the BCA and it shall be located on the exterior side of the primary insulation layer of wall assemblies that form the external envelope.
 - Pliable building membrane shall comply with AS4200.1 and shall be installed in accordance with AS4200.2
 - Exhaust fans that discharge into ventilated roof space shall comply with Part 3.8.7.4 of the BCA

HOUSE TYPE - FACADE
CUSTOM DESIGN

PROJECT STAGE
PRELIMINARY ISSUE
ADDRESS OF PROPOSED WORKS
LOT 5, NO.60 COSMO ROAD,
TRENTHAM, VIC. 3458

DESCRIPTION OF PROPOSED WORKS
PROPOSED DUAL OCCUPANCY

CLIENT DETAILS
ANNE & STEPHEN BARRETT

DRAWING TITLE
GENERAL NOTES

REVISION DETAILS		
REV.	DATE	DESCRIPTION
P9	30.11.22	PRELIMINARY ISSUE
P8	08.11.22	PRELIMINARY ISSUE
P7	25.10.22	PRELIMINARY ISSUE
P6	19.10.22	PRELIMINARY ISSUE

PROJECT NUMBER
220620

DRAWING NUMBER
A01

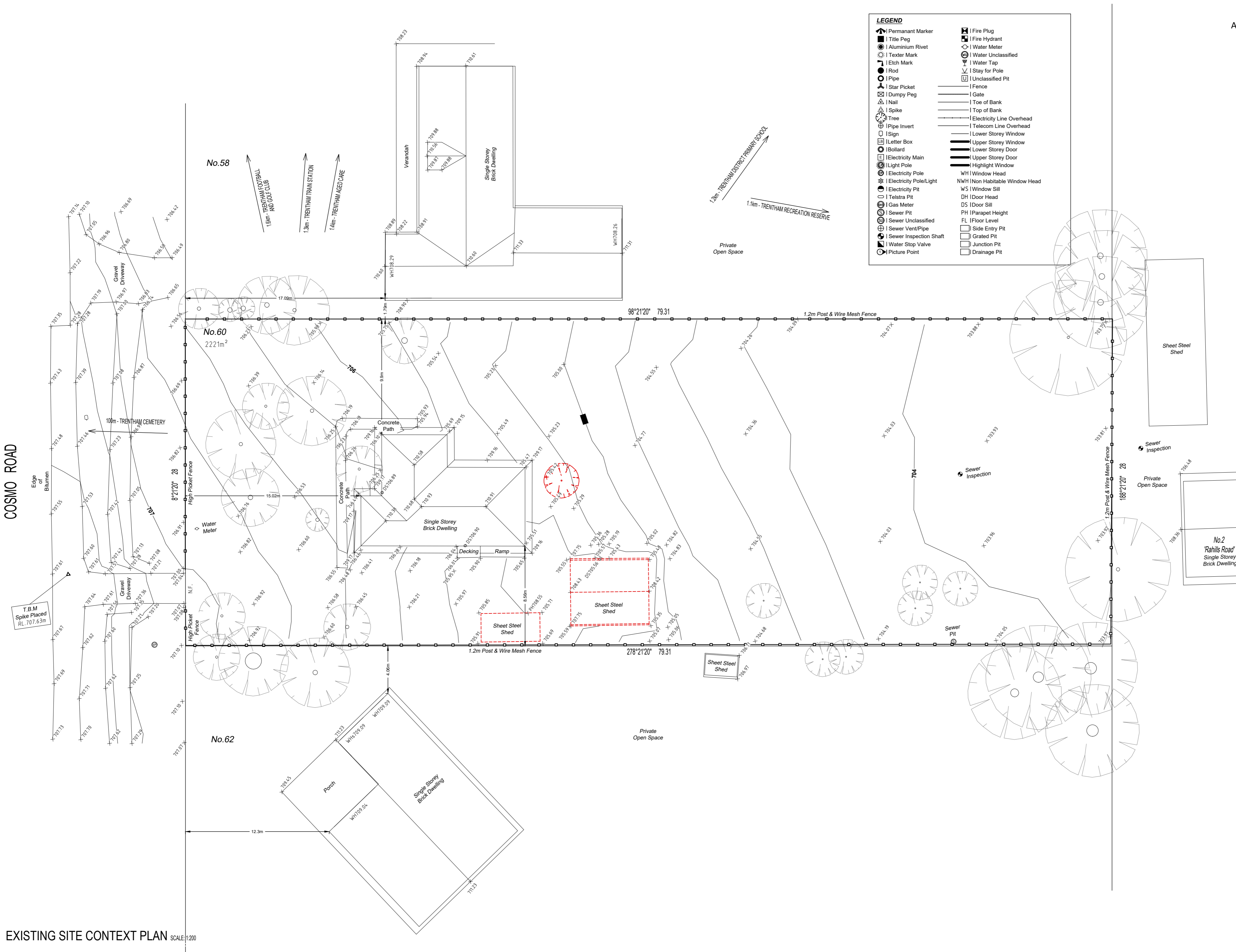
DRAWN
BM

DATE
29.06.22

SCALE
A3 @ NTS

LEGEND

▲ Permanent Marker	⊠ Fire Plug
■ Title Peg	⊠ Fire Hydrant
⊙ Aluminium Rivet	○ Water Meter
⊙ Texter Mark	⊙ Water Unclassified
⊥ Etch Mark	⊥ Water Tap
⊙ Rod	⊥ Stay for Pole
⊙ Pipe	⊥ Unclassified Pit
⊙ Star Picket	— Fence
⊙ Dump Peg	— Gate
▲ Nail	— Toe of Bank
▲ Spike	— Top of Bank
⊙ Tree	— Electricity Line Overhead
⊙ Pipe Invert	— Telecom Line Overhead
⊙ Sign	— Lower Storey Window
⊙ Letter Box	— Upper Storey Window
⊙ Bollard	— Lower Storey Door
⊙ Electricity Main	— Upper Storey Door
⊙ Light Pole	— Highlight Window
⊙ Electricity Pole	WH Window Head
⊙ Electricity Pole/Light	NWH Non Habitable Window Head
⊙ Electricity Pit	WS Window Sill
⊙ Telstra Pit	DH Door Head
⊙ Gas Meter	DS Door Sill
⊙ Sewer Pit	PH Parapet Height
⊙ Sewer Unclassified	FL Floor Level
⊙ Sewer Vent/Pipe	⊙ Side Entry Pit
⊙ Sewer Inspection Shaft	⊙ Grated Pit
⊙ Water Stop Valve	⊙ Junction Pit
⊙ Picture Point	⊙ Drainage Pit



EXISTING SITE CONTEXT PLAN SCALE 1:200

HOUSE TYPE - FACADE
 CUSTOM DESIGN

PROJECT STAGE
PRELIMINARY ISSUE

ADDRESS OF PROPOSED WORKS
 LOT 5, NO.60 COSMO ROAD,
 TRENTHAM, VIC. 3458

DESCRIPTION OF PROPOSED WORKS
PROPOSED DUAL OCCUPANCY

CLIENT DETAILS
ANNE & STEPHEN BARRETT

DRAWING TITLE
EXISTING SITE PLAN

REV.	DATE	DESCRIPTION
P9	30.11.22	PRELIMINARY ISSUE
P8	08.11.22	PRELIMINARY ISSUE
P7	25.10.22	PRELIMINARY ISSUE
P6	19.10.22	PRELIMINARY ISSUE

PROJECT NUMBER
220620

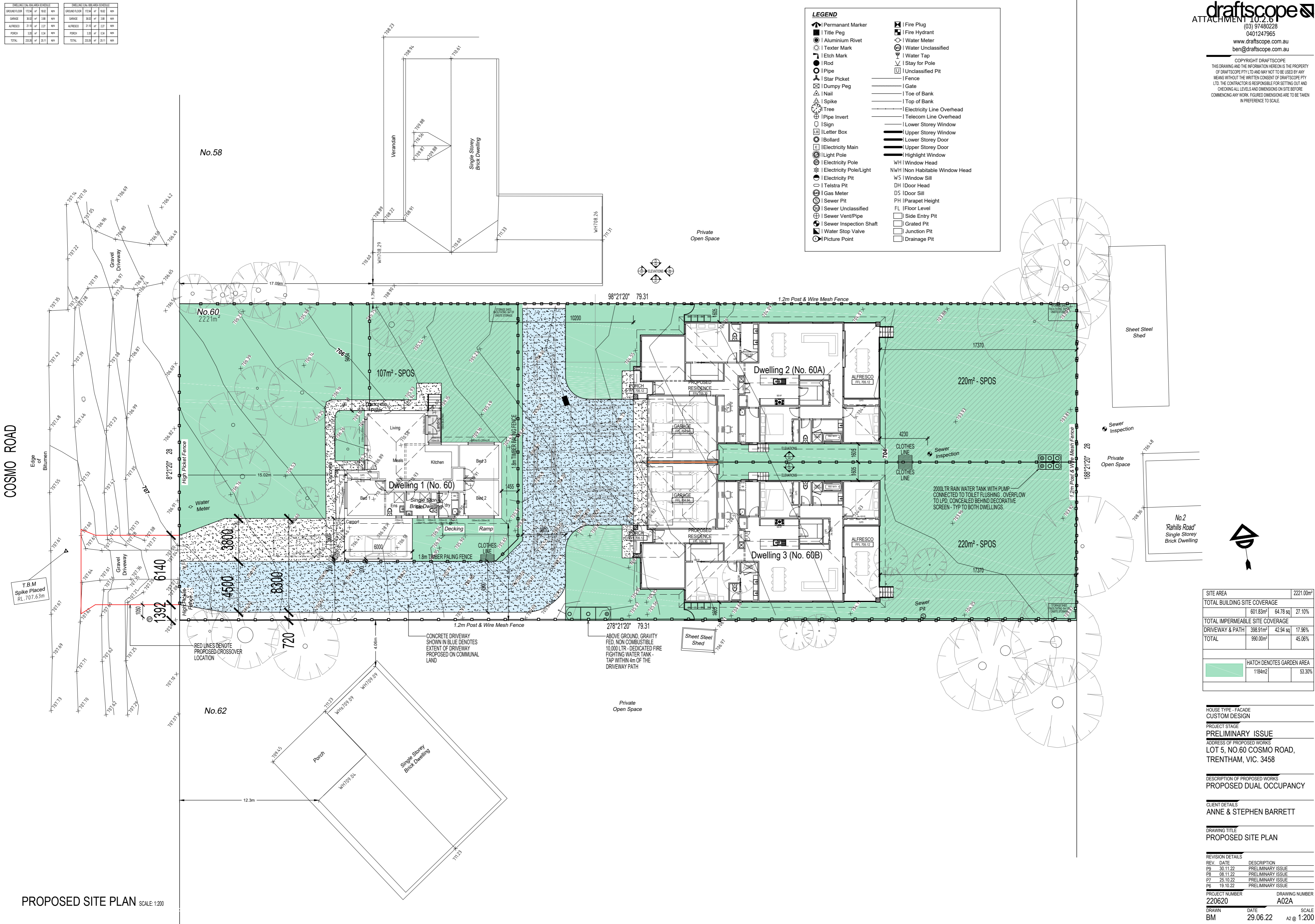
DRAWING NUMBER
A02

DRAWN
BM

DATE
29.06.22

SCALE
A2 @ 1:200

DWELLING 2 No. 60A AREA SCHEDULE			DWELLING 3 No. 60B AREA SCHEDULE			
GROUND FLOOR	1734	m ²	1642	m ²	1642	m ²
GARAGE	36.52	m ²	3.88	m ²	3.88	m ²
ALFRESCO	21.91	m ²	2.27	m ²	2.27	m ²
PORCH	3.32	m ²	0.34	m ²	0.34	m ²
TOTAL	235.05	m ²	25.11	m ²	25.11	m ²

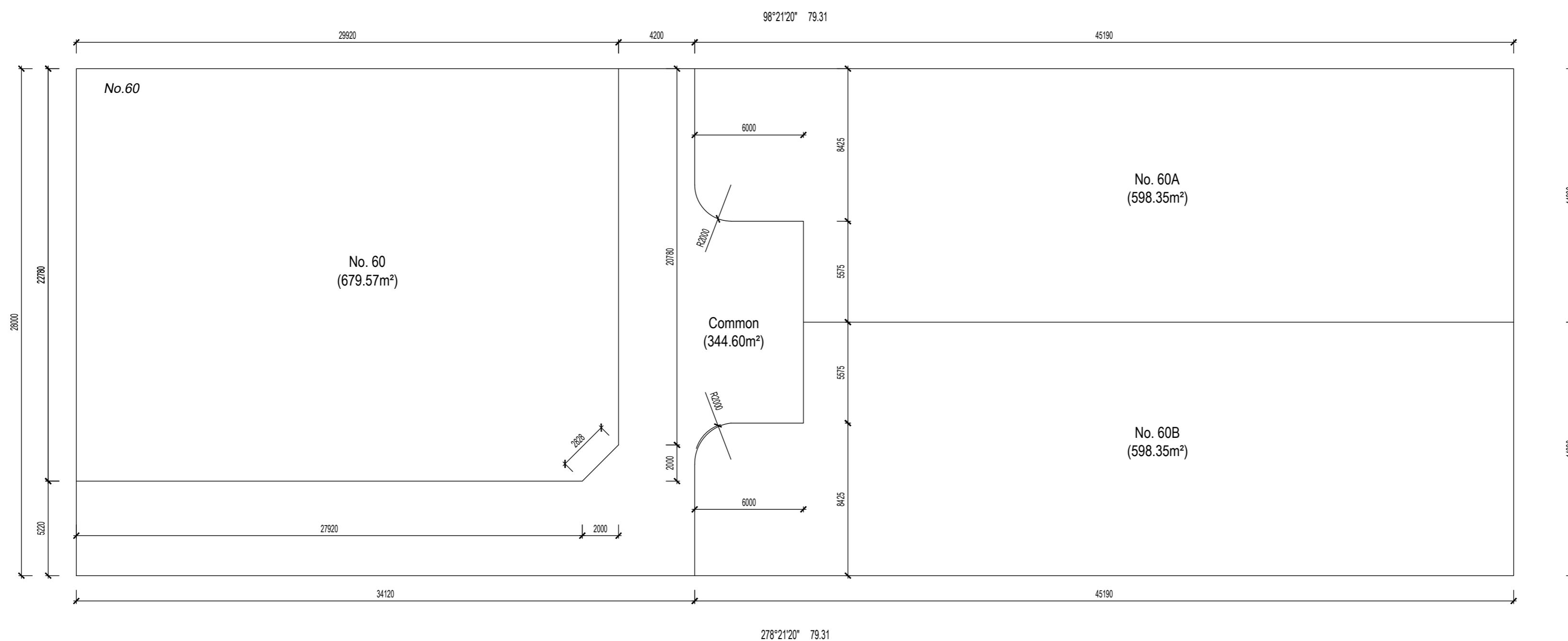


PROPOSED SITE PLAN SCALE: 1:200



COSMO ROAD

8°21'20" 28



168°21'20" 28

HOUSE TYPE - FACADE
 CUSTOM DESIGN

PROJECT STAGE
 PRELIMINARY ISSUE

ADDRESS OF PROPOSED WORKS
 LOT 5, NO.60 COSMO ROAD,
 TRENTHAM, VIC. 3458

DESCRIPTION OF PROPOSED WORKS
 PROPOSED DUAL OCCUPANCY

CLIENT DETAILS
 ANNE & STEPHEN BARRETT

DRAWING TITLE
 PROPOSED PLAN OF SUBDIVISION

REV.	DATE	DESCRIPTION
P9	30.11.22	PRELIMINARY ISSUE
P8	08.11.22	PRELIMINARY ISSUE
P7	25.10.22	PRELIMINARY ISSUE
P6	19.10.22	PRELIMINARY ISSUE

PROJECT NUMBER
 220620

DRAWING NUMBER
 A02C

DRAWN
 BM

DATE
 29.06.22

SCALE
 A2 @ 1:200

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LEGEND

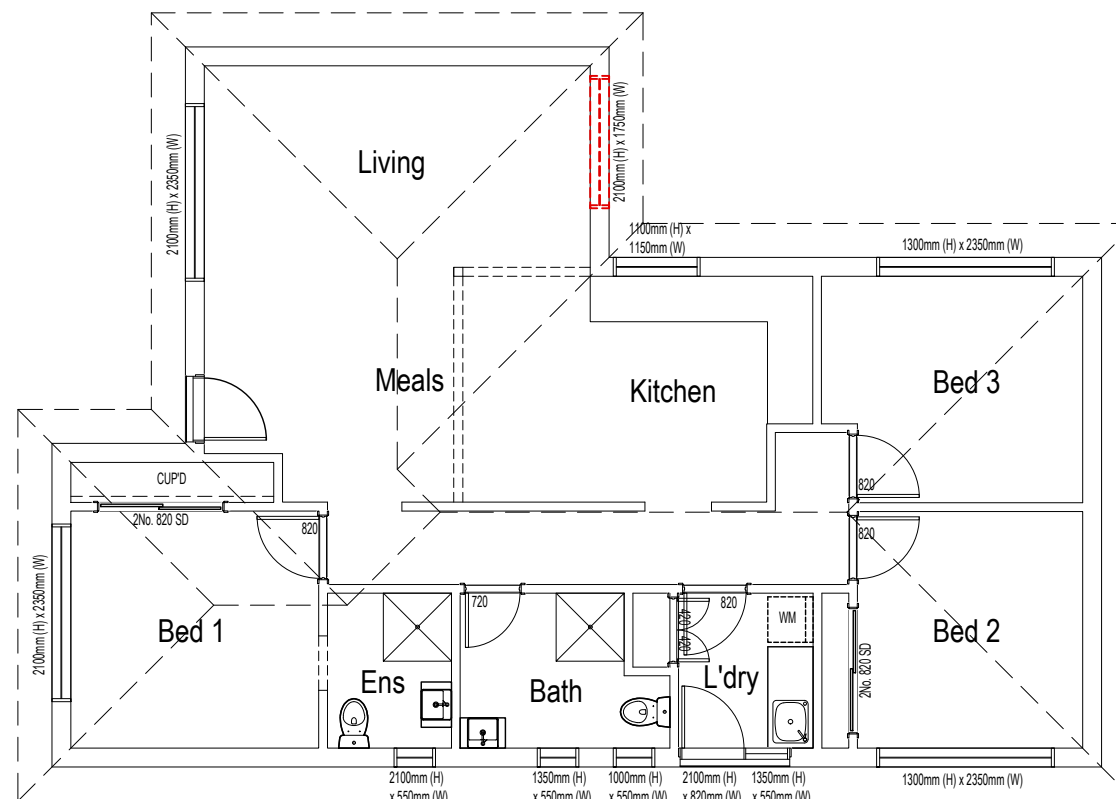
- GAS - GAS METER
- MB - METER BOX
- HWS - HOT WATER SYSTEM
- BRICKWORK
- LIGHTWEIGHT CLADDING
- STUD WALL
- DWARF STUD WALL
- 300mm DEEP OVERHEAD BULKHEADS

NOTES

- ALL WATER CLOSETS TO HAVE REMOVABLE HINGES TO THE DOORS IF THERE IS LESS THAN 1.2m CLEARANCE BETWEEN THE CLOSET PAN AND THE DOORWAY.
- ALL SMOKE ALARMS TO BE INTERCONNECTED ACCORDING TO NCC 3.7.2.2
- THE PATTERNED HATCH SHOWN ON DRAWINGS DOES NOT INDICATE LAYOUT OR DIRECTION OF FINISH.
- MAN HOLE LOCATION MAY BE CHANGED DUE TO TRUSS LAYOUT.
- WINDOW & DOOR FRAME SIZES & MANUFACTURERS BEAMS SIZES ARE NOMINAL & MAY VARY WITH METRONEST APPROVED SUPPLIERS

NOTES

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- ALL GLAZING SHALL BE IN ACCORDANCE WITH AS 1288-2006. GLAZING WITHIN 500mm OF THE FLOOR LEVEL SHALL BE 6MM THICKENED ANNEALED. GLAZED DOORS ASSOCIATED SIDE PANELS SHALL BE 5.38mm LAMINATED SAFETY GLASS AND BATHROOM WINDOWS WITHIN 1.5m OF THE BATH, 500mm FROM THE SHOWER ENCLOSURE SHALL BE 3mm TOUGHENED SAFETY GLASS.
- EXTERNAL DOORS TO BE WEATHER STRIPPED AND WINDOWS TO COMPLY WITH AS 2047.
- ALL CHIMNEYS AND FLUES TO HAVE DAMPERS AS PER BCA REQUIREMENTS 3.12.3.1, IF APPLICABLE.
- CJ DENOTES CONTROL JOINT AS PER AS3700. ENGINEERS DOCUMENTATION REGARDING CONTROL JOINTS OVER-RIDES THESE DRAWINGS.
- DIMENSIONS IN RELATION TO 'FL' & 'CL' REFER TO OVER ALL PLATE DIMENSIONS AND NOT ACTUAL CEILING HEIGHTS.
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- ALL WINDOW HEAD HEIGHTS INDICATED ARE NOMINAL AND MAY VARY DUE TO VARIANCES IN BRICK SIZES.



EXISTING FLOOR PLAN

SCALE: 1:100

NOTE:
 REFER TO ENGINEERING DRAWINGS BEFORE
 DEMOLITION OF EXISTING LOAD BEARING WALLS
 FOR PROPPING DETAILS

--- DENOTES EXTENT OF DEMOLITION

HOUSE TYPE - FACADE
 CUSTOM DESIGN

PROJECT STAGE
 PRELIMINARY ISSUE

ADDRESS OF PROPOSED WORKS
 LOT 5, NO.60 COSMO ROAD,
 TRENTHAM, VIC. 3458

DESCRIPTION OF PROPOSED WORKS
 PROPOSED DUAL OCCUPANCY

CLIENT DETAILS
 ANNE & STEPHEN BARRETT

DRAWING TITLE
 EXISTING FLOOR PLAN

REVISION DETAILS

REV.	DATE	DESCRIPTION
P9	30.11.22	PRELIMINARY ISSUE
P8	08.11.22	PRELIMINARY ISSUE
P7	25.10.22	PRELIMINARY ISSUE
P6	19.10.22	PRELIMINARY ISSUE

PROJECT NUMBER
 220620

DRAWING NUMBER
 A04

DRAWN
 BM

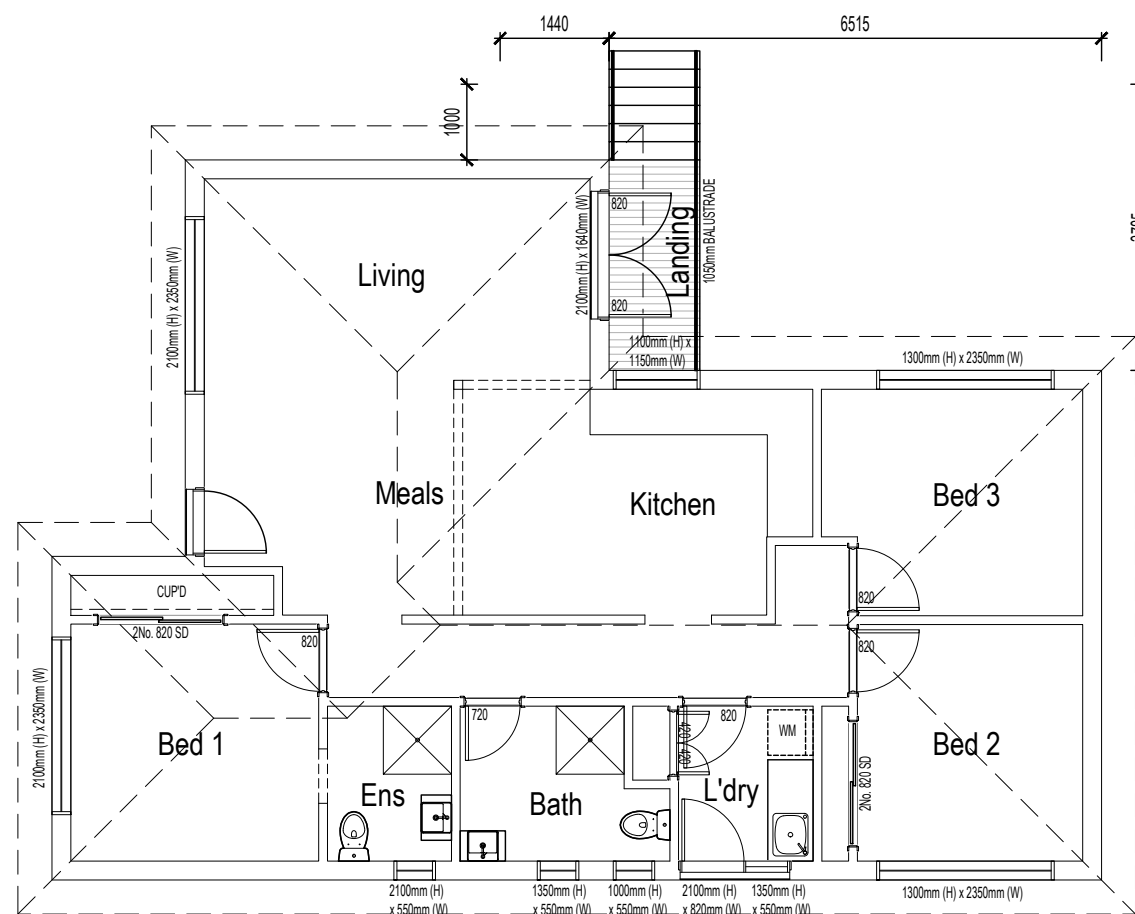
DATE
 29.06.22

SCALE
 A3 @ 1:100

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LEGEND	
	GAS - GAS METER
	MB - METER BOX
	HWS - HOT WATER SYSTEM
	- BRICKWORK
	- LIGHTWEIGHT CLADDING
	- STUD WALL
	- DWARF STUD WALL
	- 300mm DEEP OVERHEAD BULKHEADS
NOTES	
<ul style="list-style-type: none"> - ALL WATER CLOSETS TO HAVE REMOVABLE HINGES TO THE DOORS IF THERE IS LESS THAN 1.2m CLEARANCE BETWEEN THE CLOSET PAN AND THE DOORWAY. - ALL SMOKE ALARMS TO BE INTERCONNECTED ACCORDING TO NCC 3.7.2.2 - THE PATTERNED HATCH SHOWN ON DRAWINGS DOES NOT INDICATE LAYOUT OR DIRECTION OF FINISH. - MAN HOLE LOCATION MAY BE CHANGED DUE TO TRUSS LAYOUT. - WINDOW & DOOR FRAME SIZES & MANUFACTURERS BEAMS SIZES ARE NOMINAL & MAY VARY WITH METRONEST APPROVED SUPPLIERS 	

DWELLING 1 (No. 60) AREA SCHEDULE				
GROUND FLOOR	104.85	m ²	11.29	sqrs
CARPORT	27.12	m ²	2.92	sqrs
LANDING	3.34	m ²	0.36	sqrs
TOTAL:	135.31	m ²	14.57	sqrs



NOTES	
<ul style="list-style-type: none"> - ALL EXTERNAL WINDOWS AND DOOR ARE TO BE DESIGNED AND TESTED IN ACCORDANCE WITH AS 2047, INCLUDING PROVISIONS FOR SUB-SILLS AND FLASHING IN ANY PROPRIETARY SYSTEMS OFFERED FOR THIS PRODUCT. - ALL GLAZING SHALL BE IN ACCORDANCE WITH AS 1288-2006. GLAZING WITHIN 500mm OF THE FLOOR LEVEL SHALL BE 5MM THICKENED ANNEALED, GLAZED DOORS ASSOCIATED SIDE PANELS SHALL BE 5.38mm LAMINATED SAFETY GLASS AND BATHROOM WINDOWS WITHIN 1.5m OF THE BATH, 500mm FROM THE SHOWER ENCLOSURE SHALL BE 3mm TOUGHENED SAFETY GLASS. - EXTERNAL DOORS TO BE WEATHER STRIPPED AND WINDOWS TO COMPLY WITH AS 2047. - ALL CHIMNEYS AND FLUES TO HAVE DAMPERS AS PER BCA REQUIREMENTS 3.12.3.1, IF APPLICABLE. - CJ DENOTES CONTROL JOINT AS PER AS3700, ENGINEERS DOCUMENTATION REGARDING CONTROL JOINTS OVER-RIDES THESE DRAWINGS. - DIMENSIONS IN RELATION TO 'FL' & 'CL' REFER TO OVER ALL PLATE DIMENSIONS AND NOT ACTUAL CEILING HEIGHTS. - BACKFILL TO EXTERNAL DOORS NOT TO BE GREATER THAN 190mm IN ACCORDANCE WITH NCC 3.9.1.5 THRESHOLDS. - PROVIDE 125mm RESTRICTIONS TO ALL OPENING WINDOWS IN BEDROOMS WHERE THE DIFFERENCE BETWEEN THE FLOOR LEVELS OF THE BEDROOM AND THE OUTSIDE FINISHED SURFACE LEVEL IS GREATER THAN 2.0M. - WINDOW HEAD HEIGHTS MEASURED FROM THE FINISHED FLOOR LEVEL (SLAB OR TOP OF PFC) OF THE HOUSE. - ALL WINDOW HEAD HEIGHTS INDICATED ARE NOMINAL AND MAY VARY DUE TO VARIANCES IN BRICK SIZES. 	

HOUSE TYPE - FACADE
 CUSTOM DESIGN

PROJECT STAGE
 PRELIMINARY ISSUE

ADDRESS OF PROPOSED WORKS
 LOT 5, NO.60 COSMO ROAD,
 TRENTHAM, VIC. 3458

DESCRIPTION OF PROPOSED WORKS
 PROPOSED DUAL OCCUPANCY

CLIENT DETAILS
 ANNE & STEPHEN BARRETT

DRAWING TITLE
 PROPOSED FLOOR PLAN
 (EXISTING DWELLING)

REVISION DETAILS		
REV.	DATE	DESCRIPTION
P9	30.11.22	PRELIMINARY ISSUE
P8	08.11.22	PRELIMINARY ISSUE
P7	25.10.22	PRELIMINARY ISSUE
P6	19.10.22	PRELIMINARY ISSUE

PROJECT NUMBER
 220620

DRAWING NUMBER
 A05

DRAWN
 BM

DATE
 29.06.22

SCALE
 A3 @ 1:100

PROPOSED FLOOR PLAN SCALE: 1:100

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HOUSE TYPE - FACADE
CUSTOM DESIGN

PROJECT STAGE
PRELIMINARY ISSUE

ADDRESS OF PROPOSED WORKS
LOT 5, NO.60 COSMO ROAD,
TRENTHAM, VIC. 3458

DESCRIPTION OF PROPOSED WORKS
PROPOSED DUAL OCCUPANCY

CLIENT DETAILS
ANNE & STEPHEN BARRETT

DRAWING TITLE
PROPOSED FLOOR PLAN

REVISION DETAILS		
REV.	DATE	DESCRIPTION
P9	30.11.22	PRELIMINARY ISSUE
P8	08.11.22	PRELIMINARY ISSUE
P7	25.10.22	PRELIMINARY ISSUE
P6	19.10.22	PRELIMINARY ISSUE

PROJECT NUMBER
220620

DRAWING NUMBER
A06

DRAWN
BM

DATE
29.06.22

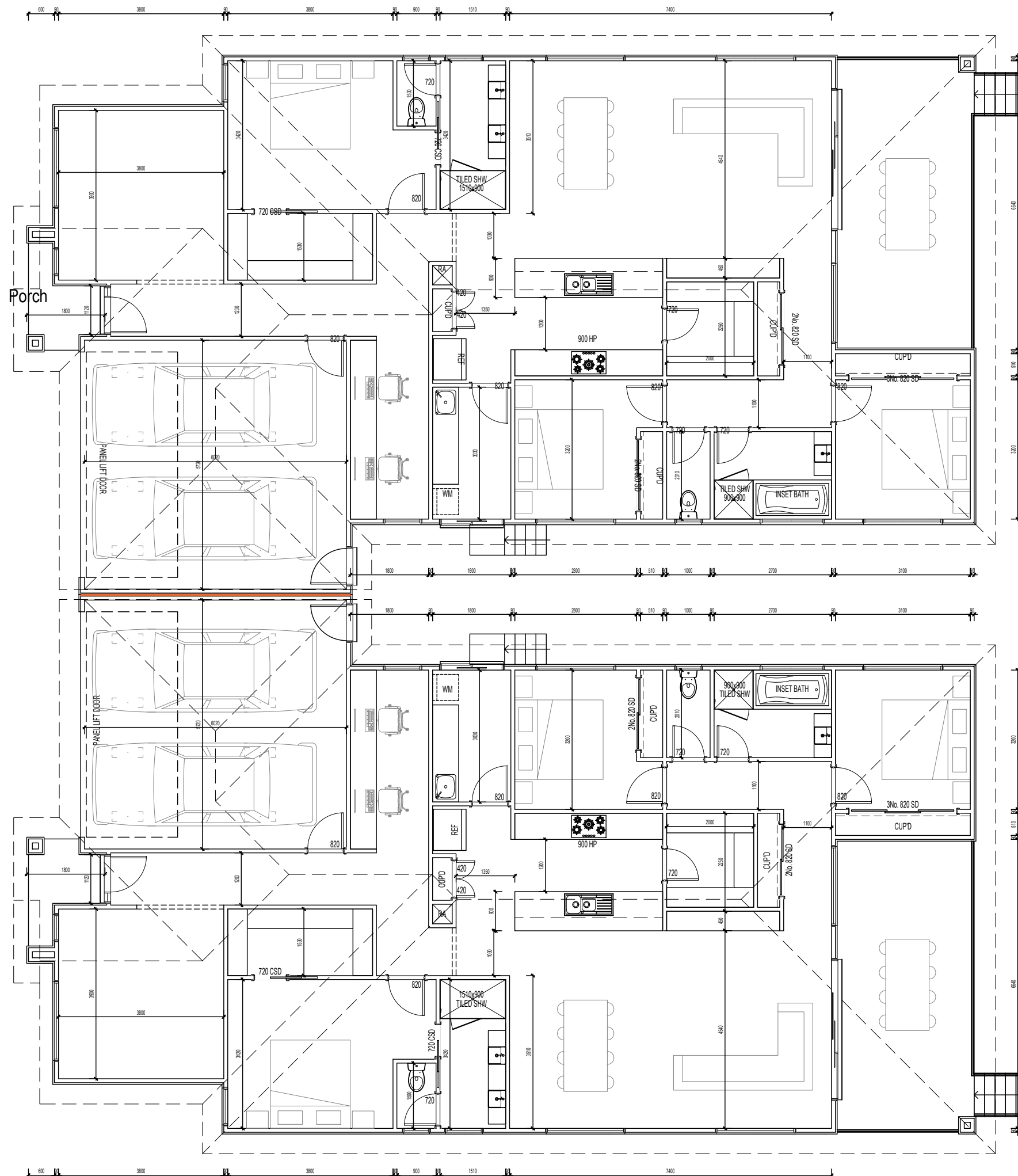
SCALE
A3 @ 1:100

LEGEND

- GAS - GAS METER
- MB - METER BOX
- HWS - HOT WATER SYSTEM
- BRICKWORK
- LIGHTWEIGHT CLADDING
- STUD WALL
- DWARF STUD WALL
- 300mm DEEP OVERHEAD BULKHEADS

NOTES

- ALL WATER CLOSETS TO HAVE REMOVABLE HINGES TO THE DOORS IF THERE IS LESS THAN 1.2m CLEARANCE BETWEEN THE CLOSET PAN AND THE DOORWAY.
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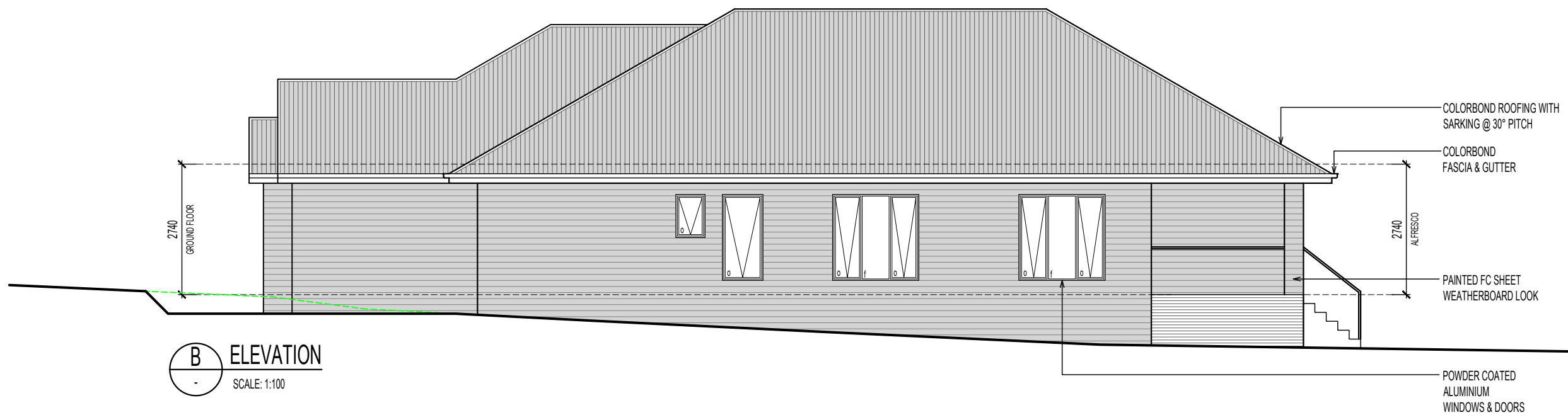


PROPOSED FLOOR PLAN SCALE: 1:100

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- NOTES**
- CJ - DENOTES CONTROL JOINT AS PER AS3700
 - DIMENSIONS IN RELATION TO 'FL' & 'CL' REFER TO OVER ALL PLATE DIMENSIONS AND NOT ACTUAL CEILING HEIGHTS.
 - BACKFILL TO EXTERNAL DOORS NOT TO BE GREATER THAN 190mm IN ACCORDANCE WITH NCC '3.9.1.5 THRESHOLDS'.
 - PROVIDE 125mm RESTRICTIONS TO ALL OPENING WINDOWS IN BEDROOMS WHERE THE DIFFERENCE BETWEEN THE FLOOR LEVELS OF THE BEDROOM AND THE OUTSIDE FINISHED SURFACE LEVEL IS GREATER THAN 2.0M.



HOUSE TYPE - FACADE
 CUSTOM DESIGN

PROJECT STAGE
 PRELIMINARY ISSUE

ADDRESS OF PROPOSED WORKS
 LOT 5, NO.60 COSMO ROAD,
 TRENTHAM, VIC. 3458

DESCRIPTION OF PROPOSED WORKS
 PROPOSED DUAL OCCUPANCY

CLIENT DETAILS
 ANNE & STEPHEN BARRETT

DRAWING TITLE
 ELEVATION A & B

REVISION DETAILS		
REV.	DATE	DESCRIPTION
P9	30.11.22	PRELIMINARY ISSUE
P8	08.11.22	PRELIMINARY ISSUE
P7	25.10.22	PRELIMINARY ISSUE
P6	19.10.22	PRELIMINARY ISSUE

PROJECT NUMBER	DRAWING NUMBER
220620	A07

DRAWN	DATE	SCALE
BM	29.06.22	A3 @ 1:100

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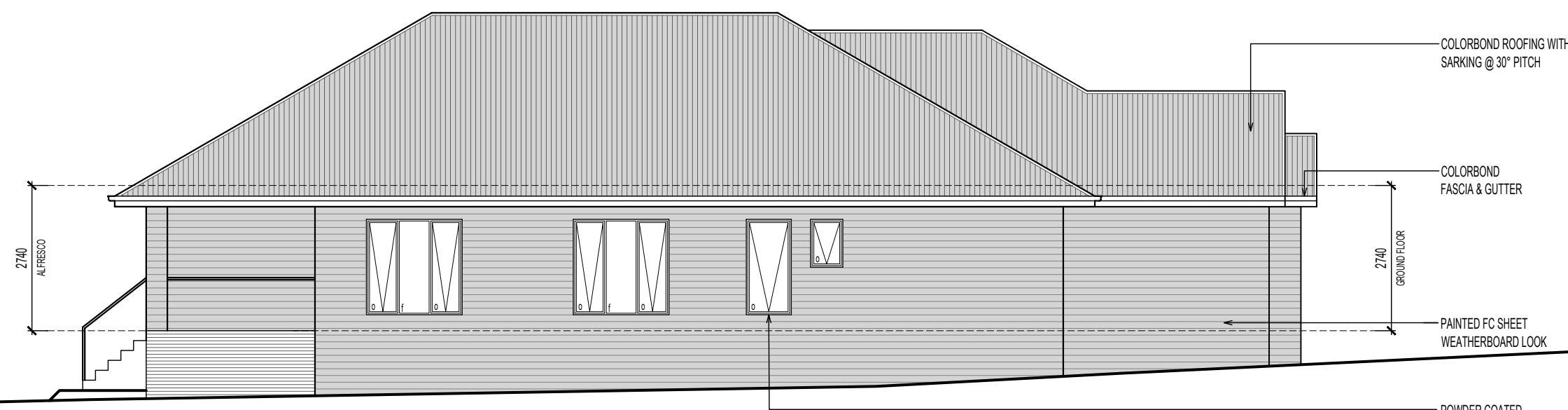
NOTES

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C ELEVATION
SCALE: 1:100

- COLORBOND ROOFING WITH SARKING @ 30° PITCH
- COLORBOND FASCIA & GUTTER
- PAINTED FC SHEET WEATHERBOARD LOOK
- POWDER COATED ALUMINIUM WINDOWS & DOORS



D ELEVATION
SCALE: 1:100

- COLORBOND ROOFING WITH SARKING @ 30° PITCH
- COLORBOND FASCIA & GUTTER
- PAINTED FC SHEET WEATHERBOARD LOOK
- POWDER COATED ALUMINIUM WINDOWS & DOORS

HOUSE TYPE - FACADE
CUSTOM DESIGN

PROJECT STAGE
PRELIMINARY ISSUE

ADDRESS OF PROPOSED WORKS
LOT 5, NO.60 COSMO ROAD,
TRENTHAM, VIC. 3458

DESCRIPTION OF PROPOSED WORKS
PROPOSED DUAL OCCUPANCY

CLIENT DETAILS
ANNE & STEPHEN BARRETT

DRAWING TITLE
ELEVATION C & D

REVISION DETAILS		
REV.	DATE	DESCRIPTION
P9	30.11.22	PRELIMINARY ISSUE
P8	08.11.22	PRELIMINARY ISSUE
P7	25.10.22	PRELIMINARY ISSUE
P6	19.10.22	PRELIMINARY ISSUE

PROJECT NUMBER
220620

DRAWING NUMBER
A08

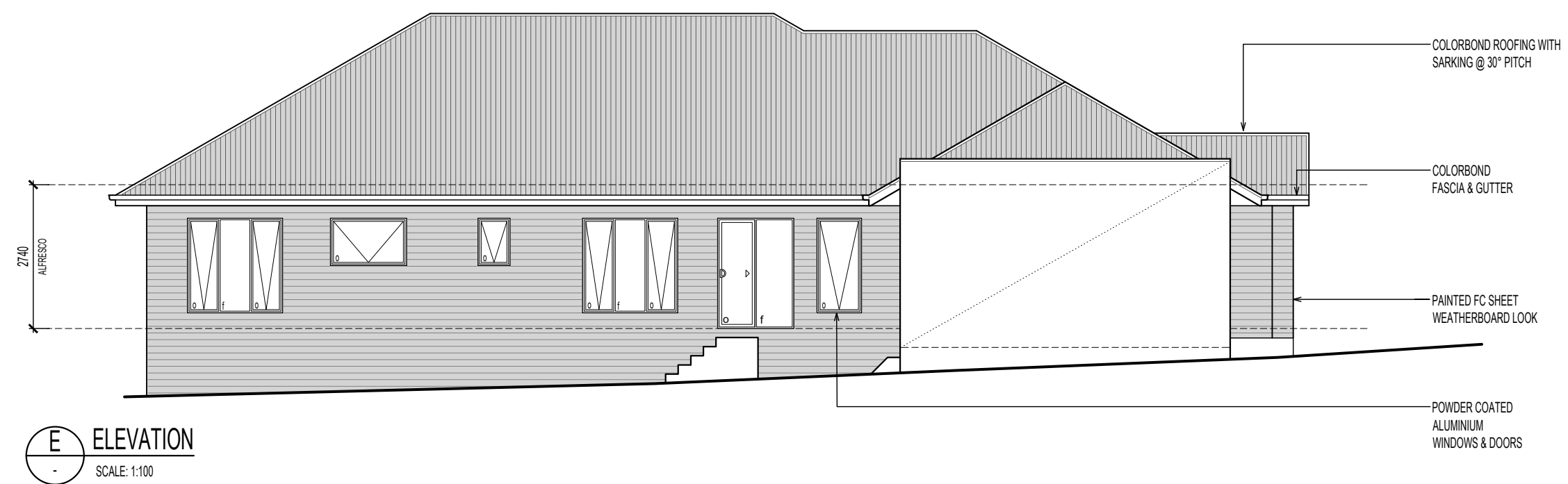
DRAWN
BM

DATE
29.06.22

SCALE
A3 @ 1:100

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- NOTES**
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E ELEVATION
 SCALE: 1:100



F ELEVATION
 SCALE: 1:100

HOUSE TYPE - FACADE
 CUSTOM DESIGN

PROJECT STAGE
 PRELIMINARY ISSUE

ADDRESS OF PROPOSED WORKS
 LOT 5, NO.60 COSMO ROAD,
 TRENTHAM, VIC. 3458

DESCRIPTION OF PROPOSED WORKS
 PROPOSED DUAL OCCUPANCY

CLIENT DETAILS
 ANNE & STEPHEN BARRETT

DRAWING TITLE
 ELEVATION E & F

REVISION DETAILS

REV.	DATE	DESCRIPTION
P9	30.11.22	PRELIMINARY ISSUE
P8	08.11.22	PRELIMINARY ISSUE
P7	25.10.22	PRELIMINARY ISSUE
P6	19.10.22	PRELIMINARY ISSUE

PROJECT NUMBER
 220620

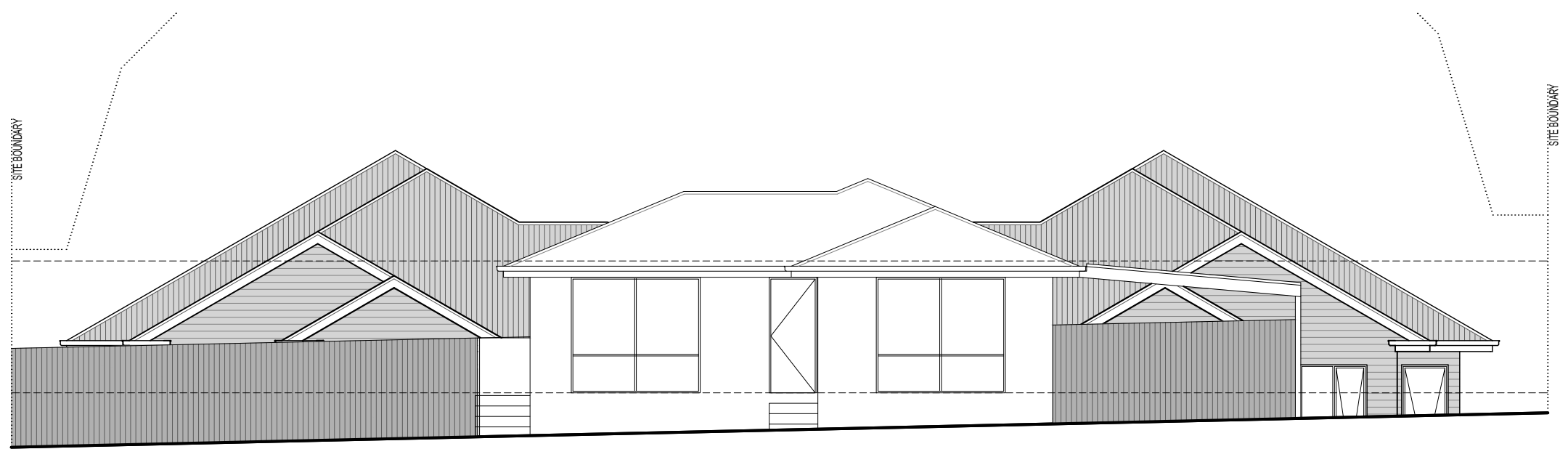
DRAWING NUMBER
 A09

DRAWN
 BM

DATE
 29.06.22

SCALE
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 COMMENCING ANY WORK. FIGURED DIMENSIONS ARE TO BE TAKEN
 IN PREFERENCE TO SCALE.



STREET SCAPE ELEVATION SCALE: 1:100

HOUSE TYPE - FACADE
CUSTOM DESIGN

PROJECT STAGE
PRELIMINARY ISSUE

ADDRESS OF PROPOSED WORKS
**LOT 5, NO.60 COSMO ROAD,
 TRENTHAM, VIC. 3458**

DESCRIPTION OF PROPOSED WORKS
PROPOSED DUAL OCCUPANCY

CLIENT DETAILS
ANNE & STEPHEN BARRETT

DRAWING TITLE
STREET SCAPE ELEVATION

REVISION DETAILS		
REV.	DATE	DESCRIPTION
P9	30.11.22	PRELIMINARY ISSUE
P8	08.11.22	PRELIMINARY ISSUE
P7	25.10.22	PRELIMINARY ISSUE
P6	19.10.22	PRELIMINARY ISSUE

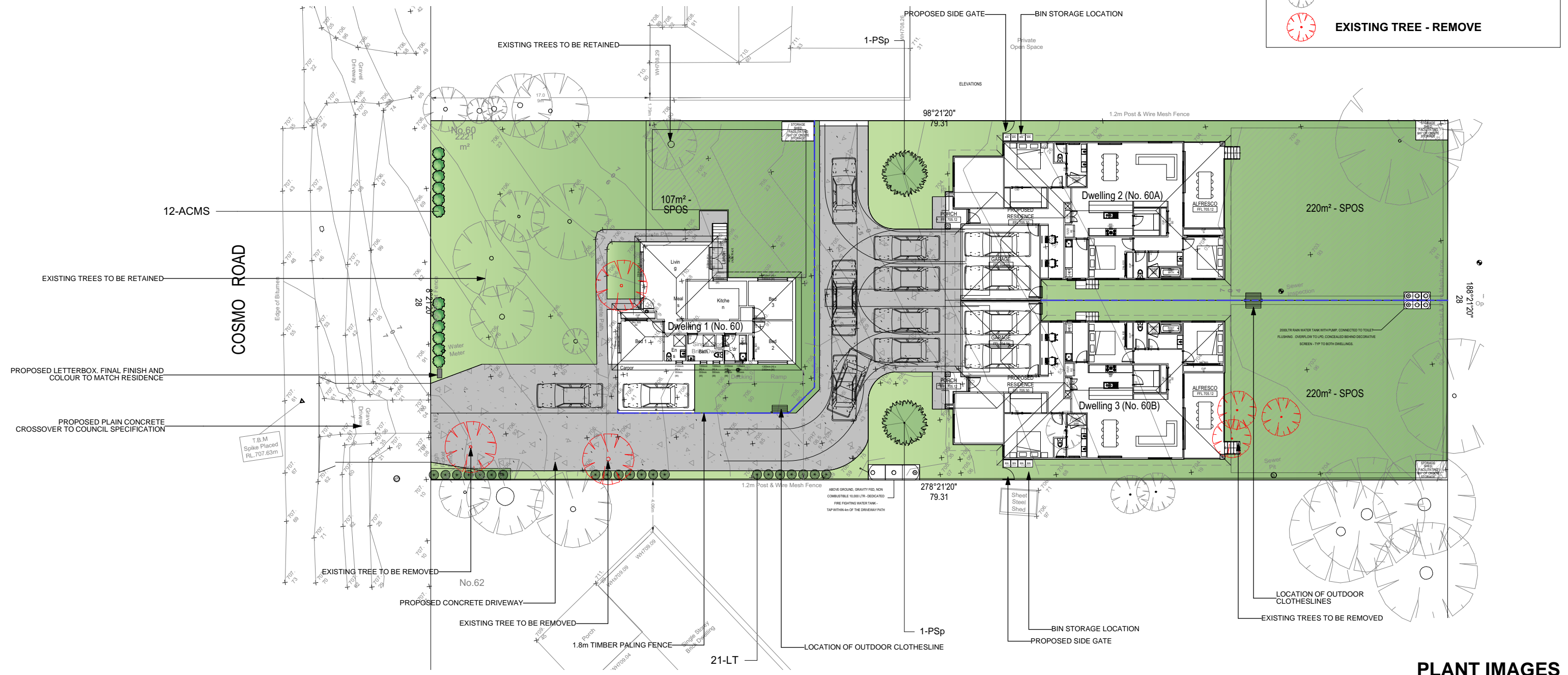
PROJECT NUMBER	DRAWING NUMBER
220620	A09

DRAWN	DATE	SCALE
BM	29.06.22	A3 @ 1:100

ISSUE FOR COUNCIL/DEVELOPER APPROVAL ONLY
NOT FOR CONSTRUCTION

LEGEND ATTACHMENT 10.2.6

- COLOUR CONCRETE
- PLAIN CONCRETE
- LAWN
- FENCING
- EXISTING TREE - RETAIN
- EXISTING TREE - REMOVE



PLANT IMAGES



PLANTING SCHEDULE

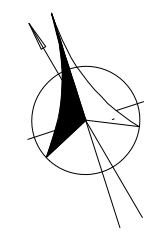
ID	Latin Name	Common Name	Quantity	Scheduled Size	Spread	Height
ACMS	Acmena smithii 'Sublime'	Lilly Pilly	12	300mm	1000	2500
LT	Lomandra 'Tanika'	Dwarf Lomandra	21	5lt	750	500
PSp	Prunus subhirtella 'Pendula'	Weeping Cherry	2	45lt	3500	5000

General Notes:
 1. See Architects drawings for site levels, setbacks and extent of cut and fill.
 2. This plan shall be read in conjunction with the Hydraulic Engineers drawings.
 3. Landscape plan has been drawn to meet the minimum council and developer requirements. Additional landscape works further to minimum requirements have also been proposed on this plan. Any completion of works beyond the minimum requirements will remain at the discretion of the owner.
 4. Levels and dimensions are indicative only and are subject to site conditions.
 5. Requirements for retaining walls including height, position and extent, shall be determined and approved by owners.

BLUEGUM DESIGN

Landscape Plans for DA

BLUEGUM DESIGN SERVICES
 T: 0435 127 244
 E: info@bluegumdesign.com.au
 W: bluegumdesign.com.au



DATE	REVISION		
DRAWING	LANDSCAPE PLAN		
ADDRESS	60 COSMO ROAD, TRENTHAM, VICTORIA,		DATE 24/01/22
CLIENT	SHAUN CROXFORD		PROJECT # DRAFTSCOPE
LODGEMENT/COUNCIL	HEPBURN SHIRE COUNCIL		SCALE @ A3 1:300
			DWG # L/01
			REVISION



Bushfire Protection Measures

Mandatory Condition

The bushfire protection measures forming part of this permit or shown on the endorsed plans, including those relating to construction standards, defensible space, water supply and access, must be maintained to the satisfaction of the responsible authority on a continuing basis. This condition continues to have force and effect after the development authorised by this permit has been completed.

a) Defendable Space

Defendable space is provided for a distance around the building of **50m or to the property boundary, whichever is lesser** and managed in accordance with the following:

- Grass must be short cropped and maintained during the declared fire danger period.
- All leaves and vegetation debris must be removed at regular intervals during the declared fire danger period.
- Within 10 metres of a building, flammable objects must not be located close to the vulnerable parts of the building.
- Plants greater than 10 centimetres in height must not be placed within 3m of a window or glass feature of the building.
- Shrubs must not be located under the canopy of trees.
- Individual and clumps of shrubs must not exceed 5 sq. metres in area and must be separated by at least 5 metres.
- Trees must not overhang or touch any elements of the building.
- The canopy of trees must be separated by at least 5 metres.
- There must be a clearance of at least 2 metres between the lowest tree branches and ground level.

b) Construction Standard

Building designed and constructed to a minimum Bushfire Attack Level of BAL 12.5

c) Water Supply

The following requirements apply:

- An effective capacity of **10,000 litres**
- Be stored in an above ground water tank constructed of concrete or metal.
- Have all fixed above ground water pipes and fittings required for firefighting purposes made of corrosive resistant metal.
- Include a separate outlet for occupant use.
- Be readily identifiable from the building or appropriate identification signage to the satisfaction of the relevant fire authority.
- Be located within 60 metres of the outer edge of the approved building.
- The outlet/s of the water tank must be within 4 metres of the accessway and unobstructed.
- Incorporate a separate ball or gate valve (British Standard Pipe (BSP 65 millimetre) and coupling (64-millimetre CFA 3 thread per inch male fitting).
- Any pipework and fittings must be a minimum of 65 millimetres (excluding the CFA coupling).

d) Access

Access Required: Yes

The following design and construction requirements apply:

- All-weather construction.
- A load limit of at least 15 tonnes.
- Provide a minimum trafficable width of 3.5 metres.
- Be clear of encroachments for at least 0.5 metres on each side and at least 4 metres vertically.
- Curves must have a minimum inner radius of 10 metres.
- The average grade must be no more than 1 in 7 (14.4%) (8.1°) with a maximum grade of no more than 1 in 5 (20%) (11.3°) for no more than 50 metres.
- Dips must have no more than a 1 in 8 (12.5%) (7.10) entry and exit angle.

Length of access is greater 100 metres: No

- A turning circle with a minimum radius of eight metres, or
- A driveway encircling the building, or
- The provision of other vehicle turning heads – such as a T or Y Head-which meet the specification of Austroad Design for an 8.8 metre service vehicle.

Length of driveway is greater than 200 metres: No

Where length of access is greater than 100 metres the following design and construction requirements apply:

- Passing bays are required at least every 200 metres that are a minimum 20 metres long and a minimum trafficable width of 6 metres.

10.3 PLN22/0304 - 13 CONNELLS GULLY ROAD DAYLESFORD - CONSTRUCTION OF A DWELLING WITH ON-SITE WASTE WATER DISPOSAL

Go to 00:48:00 in the meeting recording to view this item.

INTERIM DIRECTOR COMMUNITY AND DEVELOPMENT

In providing this advice to Council as the Senior Statutory Planner, I Lipi Patel have no interests to disclose in this report.

ATTACHMENTS

1. PLN22/0304- Bushfire Management Statement- 13 Connells Gully Road Daylesford [**10.3.1** - 27 pages]
2. PLN22/0304- Land Capability Assessment- 13 Connells Gully Road Daylesford [**10.3.2** - 33 pages]
3. PLN22/0304- Plans of the Proposed Dwelling [**10.3.3** - 4 pages]
4. PLN22/0304- Referral Response- Central Highlands Water- 13 Connells Gully Road Daylesford [**10.3.4** - 1 page]
5. PLN22/0304- Referral Response- Council's Engineering Department- 13 Connells Gully Road Daylesford [**10.3.5** - 2 pages]
6. PLN22/0304-Referral response- Country Fire Authority- 13 Connells Gully Road Daylesford [**10.3.6** - 2 pages]
7. PLN22/0304- Referral Response- Goulburn- Murray Water- 13 Connells Gully Road Daylesford [**10.3.7** - 2 pages]

EXECUTIVE SUMMARY

The proposed development is for a single storey dwelling and associated works at 13 Connells Gully Road Daylesford.

The application proposes a dwelling that will comprise of two bedrooms, open plan kitchen/meals/sitting/living, laundry room and bathroom. The total floor area of the dwelling is 168sqm.

The subject site of 1545 sqm is located within Low Density Residential Zone- Schedule 1 (LDZ1) and is subject to Bushfire Management Overlay (BMO), and Environmental Significance Overlay- Schedule 1 (ESO1) and Schedule 2 (ESO2). The land slopes steeply at 10 to 15 degrees approximately east to the west. The site has extensively vegetated with mature and semi-mature trees.

The new dwelling will be accessed via a new upgraded crossover from Connells Gully Road to the east which will require the removal of existing trees.

The site does not have access to a reticulated sewerage system and therefore will require a domestic wastewater disposal system to be installed. The proposed land application area (effluent disposal) will occupy more than 25% of the land parcel within the higher ground to the northeast. This area will need to be terraced and have extensive clay loam imported to create the effluent disposal irrigation system. Access to this land portion would be restricted.

Formal notification of the application was made to owners and occupiers of surrounding properties. No objections were received.

All relevant referral authorities have provided consent or conditional consent to the application except Country Fire Authority (CFA).

CFA, while not formally objecting, provided written advice expressing serious concerns that the development on this site is unlikely to meet the State's bushfire planning objectives at clause 13.02 Bushfire planning – being a proposed dwelling within this extreme fire risk environment and with poor access to the site.

The subject site and road reserve are heavily vegetated. Land abutting to the south is forested and within the Public Parks and Recreation Zone (PPRZ). Surrounding allotments to the west, east and north also within the LDRZ are heavily vegetated.

OFFICER'S RECOMMENDATION

That Council, having complied with the relevant sections of the Planning and Environment Act 1987, issues a Refusal to Grant a Permit in respect of Application No. PLN22/0304 for development of land for a dwelling and the associated works at 13 Connells Gully Road, Daylesford (CA34 Section26 Parish of Daylesford West) with the following Statement of Grounds of Refusal:

- 1. The proposal does not respond adequately to the bushfire management objectives and strategies of the Hepburn planning scheme at clauses 13.02, 44.06, 52.12 and 53.02.*
- 2. The vehicle access to the site is not adequate for emergency vehicles because the access relies on a narrow, unmaintained track outside the site, and its use will necessitate the construction of an all-weather road.*
- 3. The onsite vehicle access requires a significant site cut and consumes a large portion of the southern portion of the site due to the switchback needed to safely deal with the 150 slope and the need for an onsite vehicle turning area at the western end capable of accommodating a CFA emergency vehicle.*
- 4. The removal of vegetation on the subject site for the dwelling, associated access works and creation of defendable space is extreme. The whole site must be cleared of vegetation for bushfire protection. The removal would be considered excessive when considering the size of the allotment.*
- 5. The development is not appropriate having regard to the nature of the bushfire risk arising from the surrounding landscape, especially to the west where the risk of bushfire is extreme.*
- 6. The proposal is an overdevelopment of the site.*

MOTION

That Council, following a request from the applicant, defers consideration of this application.

Moved: Cr Juliet Simpson

Seconded: Cr Tim Drylie

Carried

Voted for: Cr Brian Hood, Cr Don Henderson, Cr Jen Bray, Cr Juliet Simpson, Cr Lesley Hewitt, Cr Tessa Halliday and Cr Tim Drylie

Voted against: Nil

Abstained: Nil

BACKGROUND

Site and Surrounds

The site has an area of approximately 1545m² and is located at the southern end of Connells Gully Road, approximately 750m west of the intersection with the Midland Highway, a total distance of 2km west of the centre of Daylesford. The land sloped steeply at 10 to 15 degrees from east to the west.

The site contains no development but has heavy coverage of semi-mature and mature Eucalyptus across the site.

The subject site is within the low density residential zone (LDRZ) surrounded by developments on large rural allotments containing single-storey dwellings and affiliated outbuildings. To the south of the site, there is a large area of land classified as Public Park and Recreation Zone. The land in the west, north-west and south-west of the site comprises of extensively vegetated forest.

Proposal

The application proposes the development of a single storey dwelling. The dwelling will contain 2 bedrooms, open plan kitchen/meals/sitting/living and the usual wet areas. The proposal does not include any garaging or carport. The total floor area of the dwelling (including substantial decking) is approximately 168m².

An onsite wastewater management system will be installed due to the absence of a reticulated sewerage system. This will include an electronic sewage treatment plant and pressurised subsurface irrigation disposal system. Due to the slope of the land the irrigation disposal system will need to be terraced and employ significant imported soil to contain the wastewater. The existing soil will be significantly disturbed due to the removal of all trees and shrubs, including the root systems, on the subject site.

The dwelling will be accessed from a centrally located crossover at the western boundary of the site (Connells Gully Rd) via an internal driveway access constructed to meet CFA emergency vehicle access requirements.

The finished floor level of the dwelling at the lower southwestern corner will be 2.5m above natural ground level. The driveway site cut will be below and adjacent to this point further accentuating the height of the building above natural ground level topography.

Access to the dwelling seeks to respond to the substantial slope on the site by providing curving or switchback entry at grade. This will involve a significant site cut within the southern portion of the site to create safe vehicle access. The access driveway will require a 4.5m clear space to allow CFA vehicles access and will need to incorporate a turning circle at the western end to allow emergency vehicles to exit the property in a forward direction. The formed driveway must be capable of carrying a minimum 15 tonnes load limit (that of a CFA emergency vehicle).

To meet Bushfire protection defensible space standards, all vegetation will need to be removed from the site. This includes all trees and shrubs. As such, replanting and landscaping options will be very restricted to maintain this cleared environment for bushfire protection.

Dwelling construction would need to be to the highest fire danger BAL level of Flame Zone due to the close proximity of eucalyptus forest to the east, south, southwest and northeast.

Relevant Planning Ordinance applying to the site and proposal

Zoning:	Low Density Residential Zone- Schedule 1
Overlays:	Environmental Significance Overlay – Schedule 1 Environmental Significance Overlay- Schedule 2 Bushfire Management Overlay
Particular Provisions	Clause 53.02 Bushfire Planning
Relevant Provisions of the PPF	Clause 11.01-1S Settlement Clause 11.01-1R Settlement – Central Highlands Clause 11.01-1L Township and settlements Clause 12.05-1S Environmentally sensitive areas Clause 12.05-2S Landscapes Clause 12.05-2R Landscapes – Central Highlands

	<p>Clause 12.05-2L Landscape management</p> <p>Clause 13.02-1S Bushfire Planning</p> <p>Clause 14.02-1S Catchment planning and management</p> <p>Clause 14.02-1L Catchment and land protection</p> <p>Clause 14.02-2S Water quality</p> <p>Clause 14.02-2L Mineral springs and fresh water springs protection – Hepburn Shire</p> <p>Clause 16.01-01S Housing supply</p>	
Under what clause(s) is a permit required?	Clause 42.01-02	A permit is required to construct a building or carry out works (absence of reticulated sewerage system) under Environment Significance Overlay-Schedule1 (ESO1)
	Clause 42.01-2	A permit is required to construct a building or carry out works under Environment Significance Overlay-Schedule 2 (ESO2) (not exempted)
	Clause 44.06-2	A permit is required to construct a building or carry out works associated with the use (Accommodation) under BMO
Objections?	NIL	
Referrals- Internal	Engineering- No objection subject to conditions	
Referrals- External	<p>Goulburn-Murray Water- No objection subject to conditions</p> <p>Central Highlands Water- No objection</p> <p>Country Fire Authority – Advice provided</p>	

KEY ISSUES

Response to Planning Policy Framework

It is policy to direct the development of dwellings (and improvements to existing dwellings) into locations where they can be safely established in terms of protection from flooding or fire, and where they have safe and convenient access to high quality community services such as shops, schools and commerce.

The site is around 2km from the township of Daylesford, which provides goods and services to the wider community. The Midland Highway is located around 650m to the northeast.

Access to the site is poor and unlikely to meet the State's bushfire planning objectives at Clause 13.02 (Bushfire) of the Scheme. Substantial upgrade of the last portion of Connells Gully Road in particular, is needed, and a wide CFA truck accessible driveway including vehicle turning circle on site would be a minimum requirement.

Environmental values cannot be maintained or enhanced as the development of the site will require almost total disturbance of the soil through removal of all trees including stumps and the root system. The site is currently heavily vegetated with native species, particularly mature gum trees.

The switchback driveway will require a significant site cut into the slope for safe vehicle access as the land has notable fall to the south at around 15°.

The lowest bushfire attack level (BAL rating) that the proposed development site can achieve is the highest level – Flame Zone.

Zoning and Overlay Considerations

Low Density Residential Zone- Schedule 1 (LDRZ1)

LDRZ1 does not trigger a planning permit in this instance.

Where the low density residential zone is the only planning scheme consideration, the construction of a dwelling does not trigger the requirement for a planning permit provided that wastewater can be treated on site and an adequate supply of potable water and power is available. The proposal provides for these.

Environmental Significance Overlay – Schedule 1 (ESO1)

The site is located within the Special Water Supply Catchment Protection area. The objective of ESO1 is:

- To ensure all development is undertaken in a manner that protects, restores, and enhances natural resources and environmental systems and seeks to eliminate detrimental impacts on the quality and quantity of water in the catchment, to ensure the long-term plentiful supply of quality water.

Pursuant to Section 3.0 of Clause 42.01 of ESO1, a planning permit is not required to construct a building or carry out works for a dwelling if the site has access to reticulated sewerage system and is located more than 30m from a mapped watercourse.

The subject site does not have access to reticulated sewerage system and is located within 30m from a mapped watercourse (a Tributary to Sailors Creek). Therefore, a planning permit is required pursuant to Section 3.0 of ESO1.

The application has been submitted with a Land Capability Assessment (LCA) that demonstrated that the disposal of wastewater from the site can be treated and dispersed on the site via a septic tank system in accordance with the relevant legislation. This terraced system using significant imported soil for the irrigation area will cover more than 25% of the site.

Under ESO1, the application and the LCA was referred to the relevant water catchment authorities who advised that there would not be any adverse impact on water quality within the catchment as a consequence of the proposed development subject to complying with their standard type conditions in relation to the disposal of wastewater.

Environmental Significance Overlay – Schedule 2 (ESO2)

The site is located within the Mineral Springs and Groundwater Protection area. The objective of ESO2 is:

- To protect the mineral springs, their aquifers and their environs, private domestic bores and water bores that provide town water supply from the impacts of effluent and drainage.

The proposed development is not considered to result in changes to surface or groundwater runoff or contribute to a decline in spring water quality. Section 3.0 of ESO2 provides buildings and works that are exempted from planning permit.

As the proposed development cannot be categorized as minor works, a permit is required pursuant to Section 3.0 of ESO2.

Under ESO2, the application was referred to the relevant water catchment authorities who advised that there would not be any adverse impact on water quality within the catchment as a consequence of the proposed development subject to complying with their standard type conditions in relation to the disposal of wastewater.

Bushfire Management Overlay (BMO)

The purpose of BMO is:

- To implement the Municipal Planning Strategy and the Planning Policy Framework.

- To ensure that the development of land prioritises the protection of human life and strengthens community resilience to bushfire.
- To identify areas where the bushfire hazard warrants bushfire protection measures to be implemented.
- To ensure development is only permitted where the risk to life and property from bushfire can be reduced to an acceptable level.

Pursuant to Clause 46.02-2, a permit is required to construct a building or carry out works associated with any type of Accommodation. Hence, a planning permit is required for the proposed dwelling pursuant to Clause 44.06-2 of the Scheme.

The application was submitted with a Bushfire Management Statement report (BMS) that provided the information required by the BMO and Clause 52.47 of the Scheme.

The application including BMS was referred to the Country Fire Authority (CFA) in accordance with Clause 44.06-6 of the Hepburn Planning Scheme. In response, CFA raised concerns about the proposal in their response to Council through a letter of advice. The letter of advice outlined the following issues in relation to the proposal:

- *The subject land is located in a landscape of significant risk. Fires have the potential to grow for many hours through heavily forested areas before impacting the site and egress to a place of safety is not certain. This aligns with a Type 4 or Type 3 landscape as described in the Department of Environment, Land, Water and Planning's Technical Guide titled "Planning Permit Applications Bushfire Management Overlay" (2017).*
- *A high level of conservatism should be taken when assessing a planning permit application in such a landscape to ensure that the State's bushfire planning objectives are achieved.*
- *The proposal to construct a dwelling that would be exposed to direct flame contact, in a landscape of extreme risk and where the access/egress to the site is poor, is unlikely to meet the State's bushfire planning objectives at clause 13.02-15 of the Scheme.*
- *It is acknowledged that the property is zoned Low Density Residential Zone and the requirements of 'Pathway 1' within Clause 53.02-1 apply. However, consistent with the VCAT decision of Department of Environment, Land, Water and Planning v Yarra Ranges SC (Red Dot) [2019] VCAT 323, the ability to meet the requirements in clause 53.02 does not automatically mean that the overarching objective at clause 13.02-15 of the Scheme will be met.*

Based on the CFA response above, there is a significant risk from bushfire events for any future residents of a dwelling constructed within this landscape.

Access to Subject Site

The following observations are made regarding the issue of access:

- The access road located on the west boundary of the subject site is an unmaintained/unmade road. It is the unformed extension of Connells Gully Road which is a minimally formed road up to the neighbouring lot western boundary of 11 Connells Gully Road.
- The access road from No 11, further westwards, in front of No 13, is essentially a track with inadequate width or height clearance to accommodate emergency vehicles. There is no vehicle turning ability.
- The development has not demonstrated that the Protection of Human Life strategies under Clause 13.02-1S 3 can be achieved. These are directing population growth and development to low-risk locations and ensuring the availability of, and safe access to, areas where human life can be better protected from the effects of bushfire.
- Construction of an all-weather road to access the site will require vegetation removal from the road reserve.

Neighbourhood Character

The site is located on the western edge of the Daylesford residential area. There are extensive areas of forest to the northwest, west, south and southwest of the site. The lots to the immediate north and east of the subject site have been developed for residential use with a single dwelling and associated outbuildings. This is the last undeveloped allotment adjacent to the forest and heavily treed itself.

While the proposal for residential development accords with the purpose of the zone and relies on the surrounding development, it would not meet the bushfire protection requirements and objectives of the overlays.

The small size of the allotment exacerbates this, and the CFA advice states that the development is extremely unlikely to be able to meet the current standards for bushfire protection at clause 13.02. This is critical to any development approved for the site.

The residential developments along the minimally formed Connells Gully Road to the west of the subject site (Property 8, 9 and 11) were built much earlier in the 1970s before the current planning scheme bushfire provisions came into existence. As such these allotments would not meet the current standards of construction for bushfire protection within the current Hepburn Planning Scheme which came into effect in 2000.

Environmental and Sustainability Issues

The site does not have access to reticulated services. As the proposal triggers the Environmental Significance Overlay- Schedule 1 and Environmental Significance

Overlay- Schedule 2, the application was referred to determining water authorities – Goulburn-Murray Water and Central Highlands Water.

Both determining referral authorities, have granted consent, subject to conditions in relation to the on-site wastewater disposal. Central Highlands Water has also advised that the land is not within a drinking water catchment that CHW draws water from, however it appears to be in a proclaimed catchment that GMW has an interest in.

The subject site is surrounded by a mix of forest, woodland, and modified vegetation.

All the trees and most other vegetation on site will need to be removed to meet the bushfire defensible space setback requirements. The application, that included the Bushfire Management Statement, was forwarded to the Country Fire Authority (CFA) – Recommending referral authority. CFA did not formally object but provided advice about the difficulty that the proposed dwelling would have in meeting the various bushfire objectives of the planning scheme.

The key issues with the proposed development are as follows:

Location of the dwelling

- The site is located within an area where the broader landscape represents an extreme risk, fires have hours or days to grow and develop before impacting the site and evacuation paths are limited or not available. This is consistent with a Type 4 Landscape in accordance with DELWP's Technical Guide "Planning Permit Applications Bushfire Management Overlay (2017)".
- Bushfire direction of travel are influenced by wind. The most dominant weather conditions are winds from the northwest and southwest. South westerly winds are associated with the weather change that crosses Victoria and creates the most dangerous bushfire conditions.
- Removal of vegetation and disturbance and/or destruction of faunal habitats. Majority of the site will be required to be cleared of vegetation, with the canopy of trees to be separated by five metres.
- Due to the need for defensible space, the house cannot be sited in a better location. The relatively small lot size does not allow for a variety of dwelling locations.

Access

- Currently, Connells Gully Road does not meet the requirements for an all-weather road that can provide access for emergency service vehicles.
- Council's Engineering Department has provided consent, subject to conditions. The conditions specifically mention that the vehicle access and crossing to the site is to be constructed in accordance with Infrastructure Design Manual Standard Drawing SD 255 or to approval

of responsible authority. Additionally, all works must be constructed and completed prior to commencement of use. All costs incurred in complying with the above conditions shall be borne by the permit holder.

- Roadside vegetation will have to be removed in order to reconstruct the existing crossover access to meet current required CFA standards.

State Planning Policy

Clause 13.02 Bushfire planning addresses fire safety and the protection of human life. The protection of human life is the highest priority within the planning scheme.

A planning permit application for the use of land for a dwelling on site must adequately address Clause 13.02 of Hepburn Planning Scheme.

Clause 13 outlines key strategies in determining development within a bushfire setting. The first of those strategies is;

Protection of human life

Give priority to the protection of human life by:

- Prioritising the protection of human life over all other policy considerations.
- Directing population growth and development to low risk locations and ensuring the availability of, and safe access to, areas where human life can be better protected from the effects of bushfire.
- Reducing the vulnerability of communities to bushfire through the consideration of bushfire risk in decision making at all stages of the planning process.

This site is deemed a high-risk location where access is compromised. Whilst it is acknowledged that other dwellings exist within the area, that in and of itself should not sway assessment against the strategies outlined in the policy and the need to protect and reduce the risk to community.

It is important to note that the existing dwellings surrounding the property are not managed in accordance with current bushfire mitigation measures. These are deemed to be 'unmanaged' properties and provide a significant bushfire risk. Dwellings to the north/northwest were built (mostly in the 1970s) prior to the imposition of the current bushfire management overlay standards.

POLICY AND STATUTORY IMPLICATIONS

This application meets Council's obligations as Responsible Authority under the *Planning and Environment Act 1987*.

GOVERNANCE ISSUES

The implications of this report have been assessed in accordance with the requirements of the Victorian Charter of Human Rights and Responsibilities.

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications associated with this report.

FINANCIAL IMPLICATIONS

Any application determined by Council or under delegation of Council is subject to appeal rights and may incur costs at VCAT if appealed.

RISK IMPLICATIONS

No risks to Council other than those already identified.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The application has been advertised by sending notification of the proposal to adjoining and adjacent owners. No objections were received.

CONCLUSION

The low density residential zone (LDRZ) on its own does not require a planning permit for a dwelling.

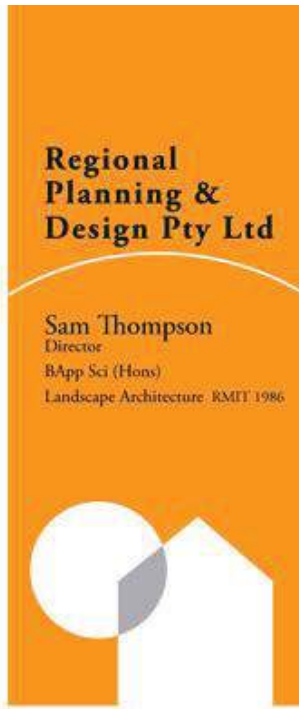
However, whenever any overlay triggers the requirement for a planning permit the provisions of Clause 13.02 Bushfire planning must be considered.

The site is in a high-risk to bushfire prone area and does not respond adequately to the bushfire management objectives and strategies, and thus it is recommended by officers that the issue of a permit should not be supported by Council. The grounds of refusal are:

- The proposal does not respond adequately to the bushfire management objectives and strategies of the Hepburn planning scheme at clauses 13.02, 44.06, 52.12 and 53.02.
- The vehicle access to the site is not adequate for emergency vehicles because the access relies on a narrow, unmaintained track outside the site, and its use will necessitate the construction of an all-weather road.
- The removal of vegetation on the subject site for the dwelling, associated access works and creation of defensible space is extremely significant, where the whole site can be cleared of vegetation for bushfire protection. The total removal of all vegetation due to the small size of the allotment would be considered excessive, and not in accordance with environment values.

- The onsite vehicle access requires a significant site cut and consumes a large portion of the southern portion of the site due to the switchback needed to safely deal with the 150 slope and the need for an onsite vehicle turning area at the western end capable of accommodating a CFA emergency vehicle.
- The development is not appropriate having regard to the nature of the bushfire risk arising from the surrounding landscape, especially to the west where the risk of bushfire is extreme.
- The proposed development is an overdevelopment of the site.

Overall, Planning and responsible authorities should endeavour to integrate the range of planning policies relevant to the issues to be determined and balance conflicting objectives in favour of net community benefit and sustainable development for the benefit of present and future generations. However, in bushfire affected areas, planning and responsible authorities must prioritise the protection of human life over all other policy considerations.



BUSHFIRE MANAGEMENT STATEMENT



Prepared by Regional Planning
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**13 Connells Gully Road
Daylesford
Ref No.17.336**

Disclaimer

This report has been made with careful consideration and with the best information available to Regional Planning and Design Pty Ltd at the time of writing. Before relying on information in this report, users should evaluate the accuracy, completeness and relevance of the information provided for their purposes. Regional Planning and Design Pty Ltd do not guarantee that it is without flaw or omission of any kind and therefore disclaim all liability for any error, loss or other consequence that may arise from you relying on any information in this report.

Requirements detailed in this document do not guarantee survival of the buildings or the occupants. The client is strongly encouraged to develop and practice a bushfire survival plan. It is also recommended CFA's Landscaping for Bushfire: Garden design and plant selection be read prior to developing the garden

Information and assistance including a template for a Bushfire Survival Plan is provided as part of the 'Fire Ready Kit' available through the CFA website at <http://www.cfa.vic.gov.au> or through your local CFA Regional office.

Version Control

Report Version	Description	Date Completed	Issued to
A	Issued as a draft for discussion	11/9/2022	Client
B	Issued with planning application	14/9/2022	Council
C	General amendments	18/11/2022	Council

1 SUMMARY

Summary	
Date of site visit:	13 th July and 26 th August 2022
Access requirements can be met	New 3.5m wide gravel driveway to be constructed in the western part of the site
Water Supply Requirements	10000 litres in non combustible tank
Defendable Space requirements can be met	BAL FZ, to the property boundaries
Proposed BAL construction level	BAL Flame Zone
Is native vegetation removal required:	Yes, exempt under Clause 52.12-5 (See Appendix 4)

2 INTRODUCTION

This Bushfire Management Statement (BMS) has been prepared to respond to the requirements of Clause 44.06 *Bushfire Management Overlay* (known from this point on as Clause 44.06), and associated Clause 53.02 *Bushfire Protection: Planning Requirements* (known from this point on as Clause 53.02) for the proposed dwelling at 13 Connells Gully Road Daylesford

The BMS is in two parts

Part 1 Site description, hazard assessment and locality description

Part 2 A Bushfire Management Statement describing how the proposed development responds to the requirements in Clause 53.02 and 44.06.

3 ZONING AND OVERLAYS

Clause Number	Name
32.03	General Residential Zone
44.06	Bushfire Management Overlay
42.01	Environmental Significance Overlay (ESO 1 and 2)
53.02	Planning for Bushfire
52.48	Bushfire Protection: Exemptions



4 LOCATION AND BUSHFIRE HAZARD LANDSCAPE ASSESSMENT

The site is located on the western edge of the Daylesford residential area (See Figure 2). There are extensive areas of forest to the north west, west and south west of the site. The surrounding landscape corresponds to Broader Landscape Type 3 as assessed in accordance with the Technical Guide, *Planning Permit Applications – Bushfire Management Overlay Bushfire planning strategies and principles* (DTPLI, 2017).

The site could be vulnerable to up to 10 kilometre long runs of fire from the north west and then a run of fire from the south west following a wind change, which often occurs on high fire risk days in summer. Landscape to the east is less likely to pose a major threat as hot winds in summer are not usually experienced from this direction and the fuel loads are much lower.

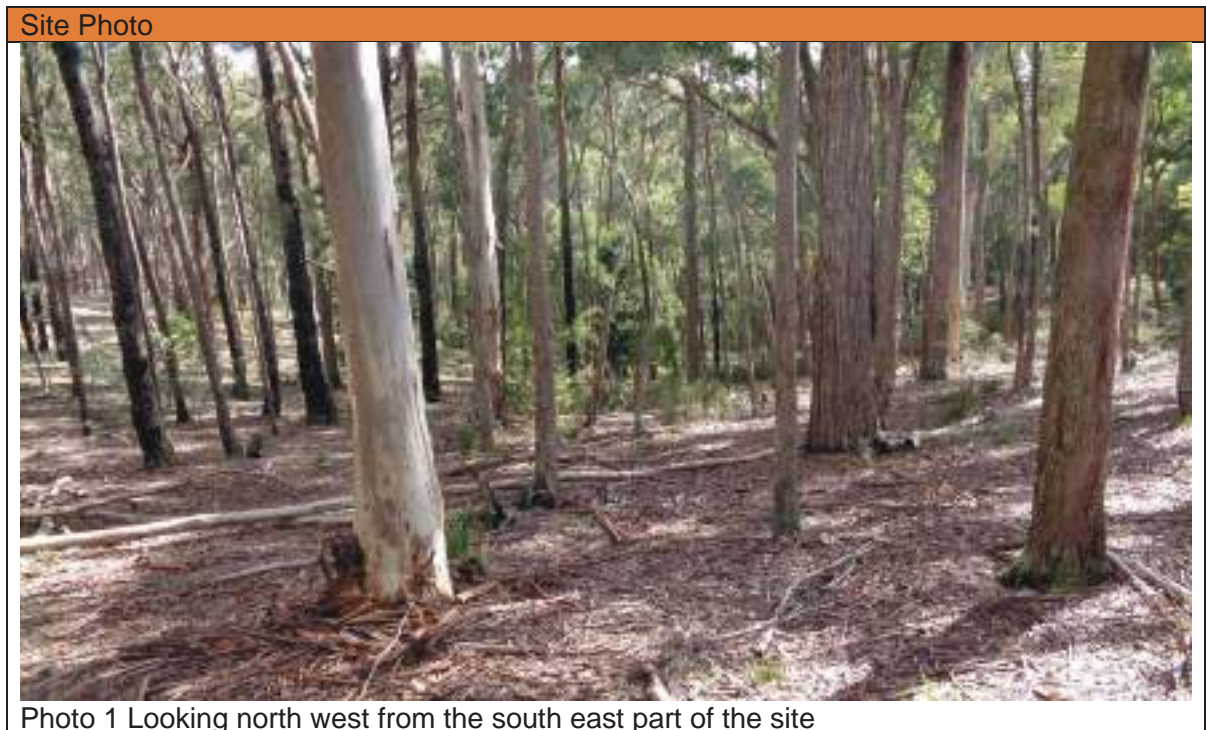
Long runs of fire are likely to cause massive ember attack and may cause fire induced winds, significantly increasing the fire risk. It is recommended the owners maintain land to the property boundaries within the house environs to minimize ground fuel build up.



FIGURE 2 LOCATION

5 SITE DESCRIPTION

Site shape, dimensions, size , existing use and buildings and works	
The shape of the site is:	Rectangular with angled north west boundary
The dimensions of the site are:	See Figure 3
The site has a total area of:	1530 m2
The current use of the site is	Vacant
The buildings or works located on the site are:	Nil
Site topography	Land slopes steeply at 10 to 15 degrees to the west .
Site vegetation	The site is covered in forest (photo 1).



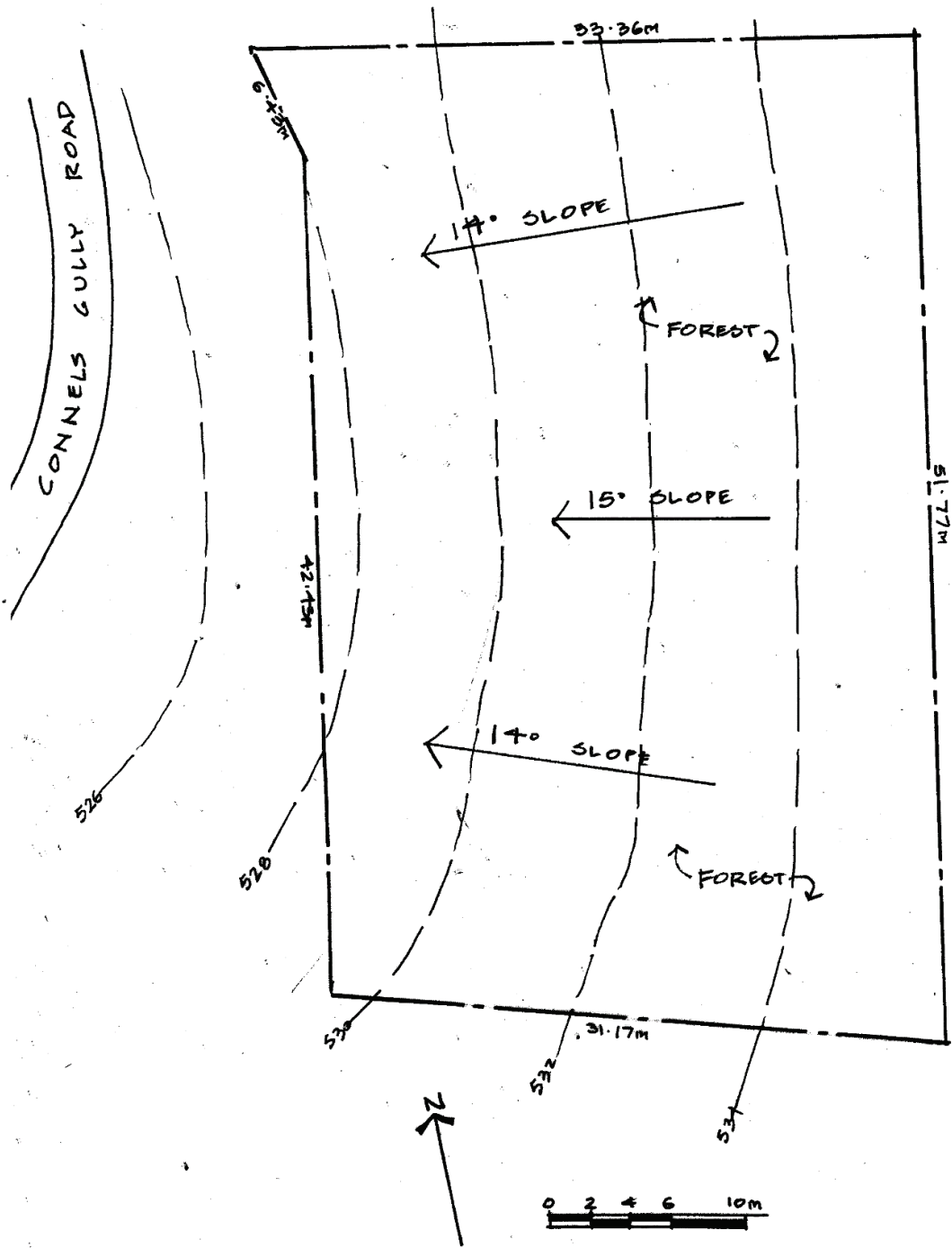


Figure 3 Existing Conditions



Figure 4 Existing Conditions Air Photo

6 ACCESS

The site has access to Connells Gully Road on the north west boundary (photos 2 and 3). This joins the Midland Highway 500 metres to the north east providing access to the town of Daylesford

Access Photos



Photo 2 Looking south west along Connells Gully Road near the site entry



Photo 3 Looking south west along Connells Gully Road 80 metres from the site entry

7 BUSHFIRE HAZARD SITE ASSESSMENT

As shown in Figure 5 and described in Appendix 1 there are dwellings surrounded by partly managed gardens to the immediate south, west and north of the site (photos 4 to 7). To the north, south, east and west is forest on steeply sloping land (photos 8 and 9).



Figure 5 - 150 metre assessment air photo

Surrounding Landscape Photos



Photo 4 Looking east across partly managed gardens to the east of the site



Photo 5 Looking north east across managed gardens to the north of the site

Surrounding Landscape Photos



Photo 6 Looking south across managed gardens to the north of site



Photo 7 Looking south east across partly managed land to the east of the site beyond forest in the gully

Surrounding Landscape Photos



Photo 8 Looking north west through forest to the north of the site beyond modified vegetation



Photo 9 Looking west through forest to the west of the site

8 FIRE HISTORY AND FUEL MANAGEMENT

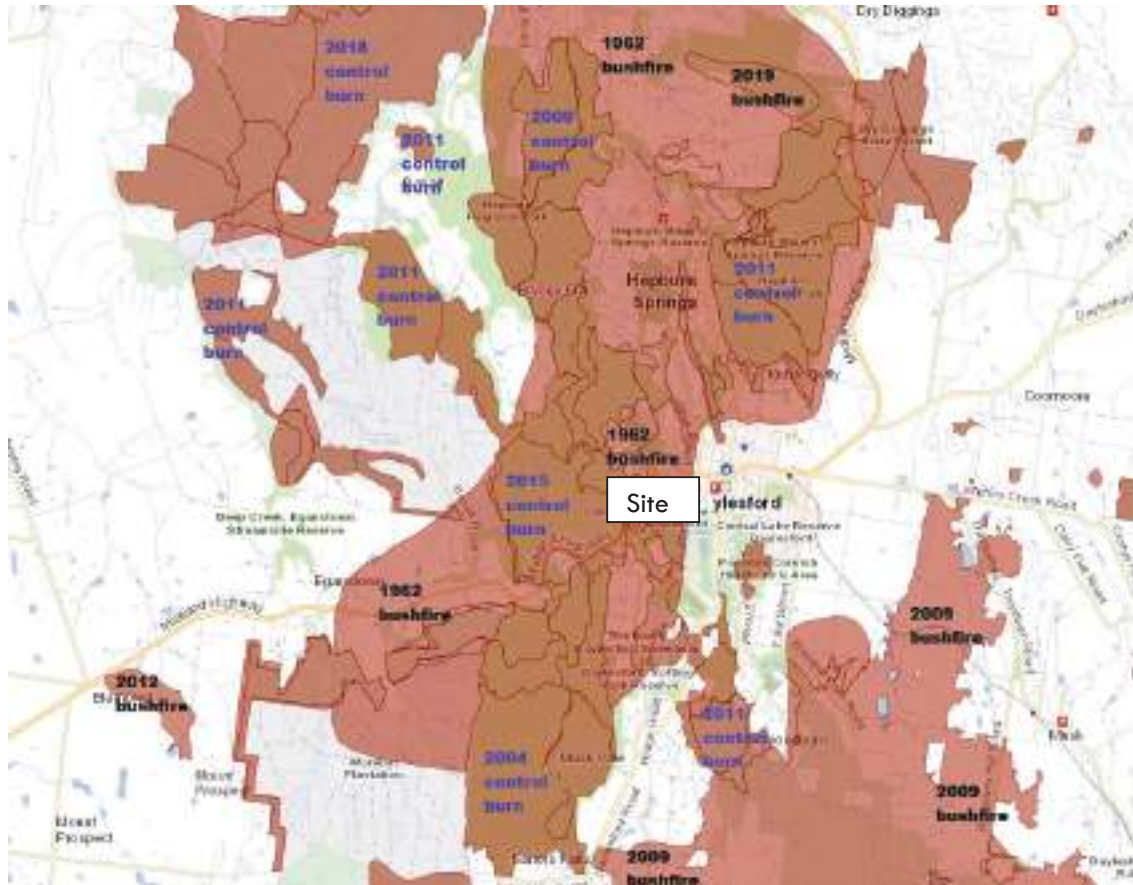
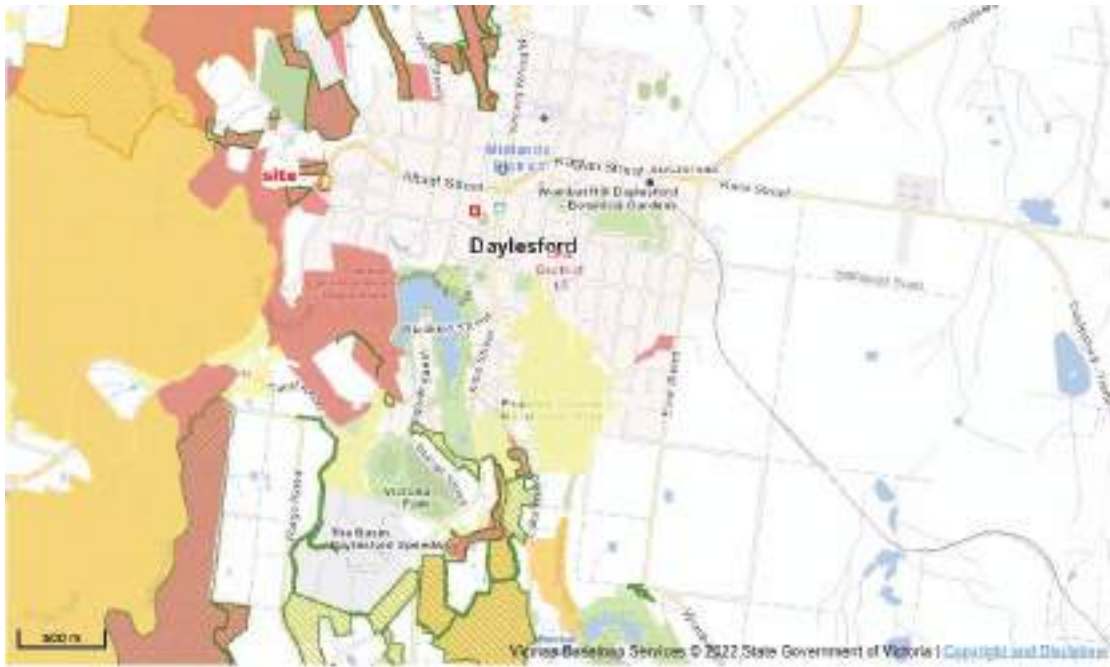


FIGURE 6 BUSHFIRE HISTORY MAP

The Fire History Map above shows that the site was affected by fire in 1962 and there was a substantial wildfire in 2009 some 3 kilometres to the south east of the site. There have been fuel reduction burns around the site, and Figure 8 shows there are planned burns to reduce the fuel load in forest to the north west

As shown on Figure 7 Land to the north, south, east and west and west is designated Asset Protection and Bushfire Moderation Zones which aim to reduce the overall fuel load and fire risk

In summary, the extensive control burns reduces the risk, however, the site is still highly vulnerable to fire



Legend

Strategic Fuel Breaks

- 2021-22 Non Burning Treatment - Strategic Fuel Breaks
- 2022-24 Non Burning Treatment - Strategic Fuel Breaks
- 2021-24 Non Burning Treatment - Other Mechanical Treatments

Planned Burns

- 2021-2022
- 2022-2023
- 2023-2024

Fire Management Zones

- 1 - Asset Protection Zone
- 2 - Bushfire Moderation Zone
- 3 - Landscape Management Zone
- 4 - Planned Burn Exclusion Zone
- Fire History
- CFA District Boundaries
- DELWP District Boundaries

FIGURE 7 PLANNED BURNS AND MANAGEMENT ZONES

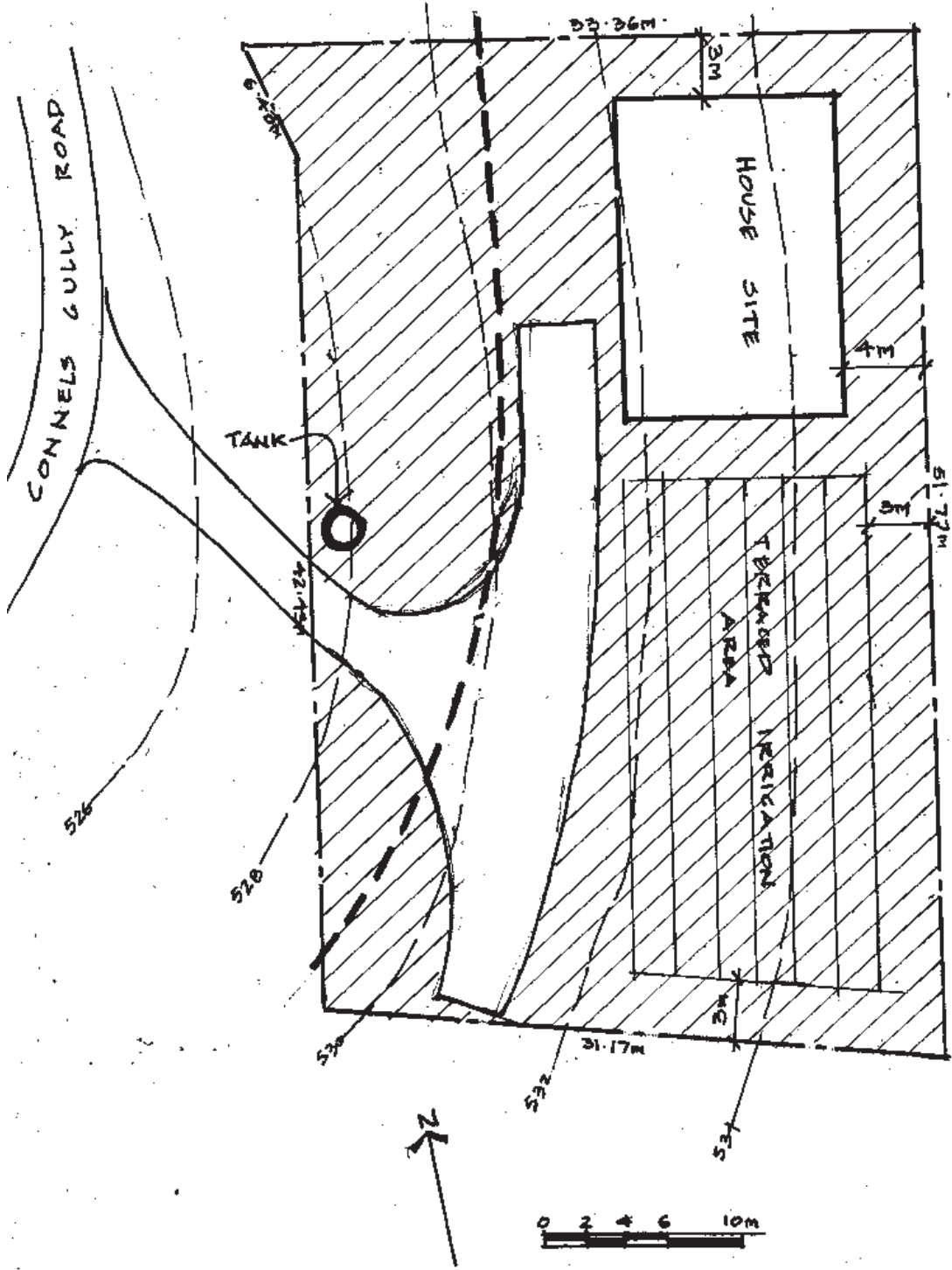


Figure 8 Defendable space, access and water supply plan

SCHEDULE OF BUSHFIRE PROTECTION WORKS

Defendable Space

The area of defendable space is shown hatched on Figure 8 on the previous page is to extend from the building edges to the property boundaries. Vegetation (and other flammable materials) will be modified and managed in accordance with the following requirements:

- Grass must be short cropped and maintained during the declared fire danger period.
- All leaves and vegetation debris must be removed at regular intervals during the declared fire danger period.
- Within 10 metres of a building, flammable objects must not be located close to the vulnerable parts of the building.
- Plants greater than 10 centimetres in height must not be placed within 3m of a window or glass feature of the building.
- Shrubs must not be located under the canopy of trees.
- Individual and clumps of shrubs must not exceed 5 sq. metres in area and must be separated by at least 5 metres.
- Trees must not overhang or touch any elements of the building.
- The canopy of trees must be separated by at least 5 metres.
- There must be a clearance of at least 2 metres between the lowest tree branches and ground level.

Construction standards

The building will be designed and constructed a minimum Bushfire Attack Level of (BAL) Flame Zone

Water supply

The tank shown on the plan will hold 10 000 litres of effective water supply for fire fighting purposes which meets the following requirements:

- Is stored in an above ground water tank constructed of concrete or metal.
- All fixed above-ground water pipes and fittings required for fire fighting purposes must be made of corrosive resistant metal.

The water supply must also

- Incorporate a ball or gate valve (British Standard Pipe (BSP) 65mm) and coupling (64 mm CFA 3 thread per inch male fitting).
- The outlet/s of the water tank must be within 4m of the access way and 60m of all parts of the dwelling and be unobstructed.
- Be readily identifiable from the building or appropriate identification signage to the satisfaction of CFA must be provided.
- Any pipework and fittings must be a minimum of 65 mm (excluding the CFA coupling).
- Include a separate outlet for occupant use

Access

The driveway shown on the plan will provide access for trucks for fire fighting purposes which meets the following requirements:

- A load limit of at least 15 tonnes
 - Curves must have a minimum inner radius of 10m.
 - The average grade must be no more than 1 in 7 (14.4 per cent) (8.1 degrees) with a maximum of no more than 1 in 5 (20 per cent) (11.3 degrees) for no more than 50m.
 - Have a minimum trafficable width of 3.5m of all weather construction.
 - Be clear of encroachments for at least 0.5m on each side and 4m above the access way.
 - Dips must have no more than a 1 in 8 (12.5 per cent) (7.1 degrees) entry and exit angle.
- A turning area will be provided for fire fighting vehicles close to the building by the provision of a vehicle Y turning heads which meets the specification of Austroad Design for an 8.8 metre Service Vehicle

9 BUSHFIRE MANAGEMENT STATEMENT

Clause 53.02 contains a range of sub clauses with objectives, approved measures (AM), alternative measures (AltM) and decision guidelines. The table below details which clauses are relevant to this application. The following section demonstrates how the requirements have been met for the relevant standards. Relevant clauses and measures applicable to the proposed development.

Clause	Approved Measure	Achieved / Applicable	Justification
Clause 53.02-3 Dwellings in existing settlements – Bushfire protection objective	AM 1.1	Applicable	This development satisfies this clause.
	AM 1.2	Applicable	
	AM 1.3	Applicable	
Clause 53.02-4.1 Landscape, siting and design objectives	AM 2.1	Not Applicable	The site is zoned low density residential
	AM 2.2	Not Applicable	
	AM 2.3	Not Applicable	
Clause 53.04-.2 Defendable space and construction objectives	AM 3.1	Applicable	This development satisfies this clause.
	AM 3.2	Not Applicable	The proposal is for a single dwelling
	AltM 3.3	Not Applicable	Defendable space is within boundaries
	AltM 3.4	Not Applicable	Table 1 Used
	AltM 3.5	Not Applicable	Table 1 Used
	AltM 3.6	Not Applicable	The proposal is for a single dwelling
Clause 53.02-4.3 Water supply and access objectives	AM 4.1	Not Applicable	The proposal is for a single dwelling
	AM 4.2	Not Applicable	The proposal is for a single dwelling
Clause 53.02-4.4 Subdivision objectives	AM 5.1	Not Applicable	No subdivision is proposed
	AM 5.2	Not Applicable	
	AM 5.3	Not Applicable	
	AM 5.4	Not Applicable	
	AM 5.5	Not Applicable	

Clause 53.02-3 applies to an application to construct a single dwelling or construct or carry out works associated with a single dwelling where the following apply:

- The land is zoned Neighbourhood Residential Zone, General Residential Zone, Residential Growth Zone, Urban Growth Zone, **Low Density Residential Zone**, Township Zone or Rural Living Zone.
- There is only one dwelling on the lot.

An application under Clause 53.02-1 must meet all the approval measures.

Approved Measure	Requirement
AM 1.1	<p>A building is sited to ensure the site best achieves the following:</p> <ul style="list-style-type: none"> • The maximum separation distance between the building and the bushfire hazard. • The building is in close proximity to a public road. <p>Access can be provided to the building for emergency services vehicles.</p> <p>Response:</p> <p>The house is located in the eastern part of the site to locate the dwelling as far as possible from the hazard to the south west. Due to the small lot size, BAL 40 defendable space cannot be achieved within the property boundaries and surrounding managed land.</p> <p>Therefore BAL Flame Zone construction standards are proposed</p> <p>Vegetation will need to be modified to achieve defendable space standards. This includes removal of shrubs and trees .</p> <p>The house is sited within 30 metres of a public road.</p>

Approved Measure	Requirement
AM 1.2	<p>A building provides the defensible space in accordance with Column A, B, C, D or E of Table 1 to Clause 53.02-3. Adjoining land may be included as defensible space where there is a reasonable assurance that the land will remain or continue to be managed in that condition as part of the defensible space.</p> <p>A building is constructed to the bushfire attack level:</p> <ul style="list-style-type: none"> • That corresponds to the defensible space provided in accordance with Table 1 to Clause 53.02-3, or <p>The next lower bushfire attack level that corresponds to the defensible space provided in accordance with Table 1 to Clause 53.02-3 where all of the following apply:</p> <ul style="list-style-type: none"> <input type="checkbox"/> A private bushfire shelter (a Class 10c building within the meaning of the Building Regulations 2006) is constructed on the same land as the dwelling. <input type="checkbox"/> A minimum bushfire attack level of BAL12.5 is provided in all circumstances. <p>Response:</p> <p>The building cannot provide BAL 40 defensible space in accordance with Table 1 to the north, east, west and south with the hazard being forest on a 10 to 15 degree downslope.</p> <p>Therefore BAL Flame Zone construction standards are proposed with defensible space extending from the edges of the dwelling to the property boundaries.</p>

Approved Measure	Requirement
AM 1.3	<p>A building is provided with:</p> <ul style="list-style-type: none"> • A static water supply for fire fighting and property protection purposes specified in Table 4 to Clause 53.02-3. The water supply may be in the same tank as other water supplies provided that a separate outlet is reserved for fire fighting water supplies. <p>Vehicle access that is designed and constructed as specified in Table 5 to Clause 53.02-3.</p> <p>Response:</p> <p>A static water supply in the form of a 10,000 litre fire resistant tank will be provided with CFA compatible fittings . The CFA truck will be able to drive to within 4 metres of the outlet and the outlet will be located within 60 metres of the proposed dwelling.</p> <p>Vehicle access will be provided along a new driveway. The driveway will be 3.5 metres wide with 4 metres vertical and 4.5 metres horizontal clearance with a load limit of at least 15 tonnes and a turning area.</p>

10 CONCLUSION

53.02 -3.1 Decision guidelines

The proposed development meets the decision guidelines as follows:

The State Planning Policy Framework (SPPF) outlines the broad framework for bushfire protection policy and provisions in the planning scheme. The following policy is included in this;

Clause 13.02-1 S Bushfire planning

Objective

To strengthen the resilience of settlements and communities to bushfire through risk-based planning that prioritises the protection of human life.

Strategies

Protection of human life

Give priority to the protection of human life by:

Prioritising the protection of human life over all other policy considerations.

Directing population growth and development to low risk locations and ensuring the availability of, and safe access to, areas where human life can be better protected from the effects of bushfire.

Reducing the vulnerability of communities to bushfire through the consideration of bushfire risk in decision making at all stages of the planning process

This proposal has been prepared having regard for this over arching policy

The bushfire hazard landscape and site assessment, and bushfire management statement submitted with the application meets the objectives of Clause 53.02.

Land surrounding the site is a mix of forest, woodland, and modified vegetation. The proper establishment and maintenance of defendable space on site and provision of a private bushfire shelter will reduce the overall bushfire risk.

The proposed measures can be practically implemented and maintained in conjunction with the proposed use of the land for residential purposes.

11 REFERENCES

CFA (2014). *Vegetation Classes: Victorian Bushfire Management Overlay*. Country Fire Authority, Burwood East, Victoria.

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Standards Australia (2009). *AS 39359-2009 Construction of Buildings in Bushfire Prone Areas*. Standards Australia, North Sydney, New South Wales.

DELWP (2017) *Planning Permit Applications – Bushfire Management Overlay Technical Guide* Department of Environment, Land, Water and Planning

DELWP (2018) *Clause 13.02-1S Bushfire planning* Department of Environment, Land, Water and Planning

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DELWP (2018) *Clause 44.06 - 6 Bushfire Management Overlay* Department of Environment, Land, Water and Planning

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DELWP (2019) *Clause 66.03 Referral of permit applications under other state standard Provisions*

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DELWP (2018) *Clause 52.12 Bushfire Protection Exemptions*. Department of Environment, Land, Water and Planning

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DELWP (2018) *Bushfire Fuel and Risk Management*

<https://www.ffm.vic.gov.au/bushfire-fuel-and-risk-management/joint-fuel-management-program>

DELWP (2017) *Outbuildings in the Bushfire Management Overlay*. Department of Environment, Land, Water and Planning

https://www.planning.vic.gov.au/_data/assets/pdf_file/0020/107660/Outbuildings-in-the-Bushfire-Management-Overlay.pdf

Nearmap

<http://maps.au.nearmap.com>

APPENDIX 1– BUSHFIRE SITE ASSESSMENT

	North	South	East	West
Vegetation Type	Forest	Forest	Forest	Forest
Distance from the house site to vegetation	0	0	0	0
The effective slope under the vegetation	0 - 5	0 - 5	0 - 5	10 - 15
Defendable space (metres)	Property boundaries	Property boundaries	Property boundaries	Property boundaries
BAL	FZ	FZ	FZ	FZ

APPENDIX 2 DEFENDABLE SPACE CHECKLIST FOR SITE

Requirement	Compliance	Comment	Is a permit required to remove vegetation
All leaves and vegetation debris must be removed at regular intervals during the declared fire danger period.	No	Leaf litter to be removed	No
Grass must be short cropped and maintained during the declared fire danger period.	Yes		No
Within 10 metres of a building, flammable objects must not be located close to the vulnerable parts of the building.	Yes		No
Plants greater than 10 centimetres in height must not be placed within 3m of a window or glass feature of the building.	No	Trees to be removed	No
Shrubs must not be located under the canopy of trees.	No	Shrubs to be removed	No
Individual and clumps of shrubs must not exceed 5 sq. metres in area and must be separated by at least 5 metres.	No	Shrubs to be removed	No
Trees must not overhang or touch any elements of the building.	No	Trees to be removed	No
The canopy of trees must be separated by at least 5 metres.	No	Trees to be removed	No
There must be a clearance of at least 2 metres between the lowest tree branches and ground level.	No	Trees to be removed	No

APPENDIX 3 ACCESS AND WATER SUPPLY REQUIREMENTS

Table 4 Water supply requirements**Capacity, fittings and access**

Lot sizes (square meters)	Hydrant available	Capacity (litres)	Fire authority fittings and access required
Less than 500	Not applicable	2,500	No
500-1,000	Yes	5,000	No
500-1,000	No	10,000	Yes
1,001 and above	Not applicable	10,000	Yes

Note 1: A hydrant is available if it is located within 120 metres of the rear of the building

Fire Authority requirements

Unless otherwise agreed in writing by the relevant fire authority, the water supply must:

- Be stored in an above ground water tank constructed of concrete or metal.
- Have all fixed above ground water pipes and fittings required for firefighting purposes made of corrosive resistant metal.
- Include a separate outlet for occupant use.

Where a 10,000 litre water supply is required, fire authority fittings and access must be provided as follows:

- Be readily identifiable from the building or appropriate identification signage to the satisfaction of the relevant fire authority.
- Be located within 60 metres of the outer edge of the approved building.
- The outlet/s of the water tank must be within 4 metres of the accessway and unobstructed.
- Incorporate a separate ball or gate valve (British Standard Pipe (BSP 65 millimetre) and coupling (64 millimetre CFA 3 thread per inch male fitting).
- Any pipework and fittings must be a minimum of 65 millimetres (excluding the CFA coupling).

Table 5 Vehicle access design and construction

Vehicle access (or part thereof) of a length specified in Column A implements the design and construction requirements specified in Column B.

Column A	Column B
Length of access is less than 30 metres	There are no design and construction requirements if fire authority access to the water supply is not required under AM4.1 .
Length of access is less than 30 metres	Where fire authority access to the water supply is required under AM4.1 fire authority vehicles should be able to get within 4 metres of the water supply outlet.
Length of access is greater than 30 metres	The following design and construction requirements apply: <ul style="list-style-type: none"> ▪ All-weather construction. ▪ A load limit of at least 15 tonnes. ▪ Provide a minimum trafficable width of 3.5 metres. ▪ Be clear of encroachments for at least 0.5 metres on each side and at least 4 metres vertically. ▪ Curves must have a minimum inner radius of 10 metres. ▪ The average grade must be no more than 1 in 7 (14.4%) (8.1°) with a maximum grade of no more
	<ul style="list-style-type: none"> than 1 in 5 (20%) (11.3°) for no more than 50 metres. ▪ Dips must have no more than a 1 in 8 (12.5 per cent) (7.1 degrees) entry and exit angle.
Length of access is greater than 100 metres	A turning area for fire fighting vehicles must be provided close to the building by one of the following: <ul style="list-style-type: none"> ▪ A turning circle with a minimum radius of eight metres. ▪ A driveway encircling the dwelling. ▪ The provision of other vehicle turning heads – such as a T or Y head – which meet the specification of Austroad Design for an 8.8 metre Service Vehicle.
Length of access is greater than 200 metres	<ul style="list-style-type: none"> ▪ Passing bays must be provided at least every 200 metres. ▪ Passing bays must be a minimum of 20 metres long with a minimum trafficable width of 6 metres.

Note 1: The length of access should be measured from a public road to either the building or the water supply outlet, whichever is longer.

APPENDIX 4 NATIVE VEGETATION REMOVAL

Offset requirements

Under Clause 52.12-5 the application is exempt from the requirement to apply for and off set the native vegetation as the removal is required to create defensible space as shown below

Any requirement of a planning permit, including any condition, which has the effect of prohibiting the removal, destruction or lopping of vegetation, or any requirement of this planning scheme to obtain a planning permit, or any provision of this planning scheme that prohibits the removal, destruction or lopping of vegetation or requires the removal, destruction or lopping of vegetation to be carried out in a particular manner, does not apply to the removal, destruction or lopping of vegetation to enable the construction of a dwelling, or the alteration or extension of an existing dwelling, and create its defensible space if all of the following requirements are met:

- *Land is in the Bushfire Management Overlay.*
- *Land is in the General Residential Zone, Residential Growth Zone, Neighbourhood Residential Zone, Urban Growth Zone, Low Density Residential Zone, Township Zone, Rural Living Zone, Farming Zone or Rural Activity Zone.*
- *The removal, destruction or lopping of vegetation:*

*Does not exceed the distance specified in Table 1 to Clause 53.02-3 of this planning scheme, based on the bushfire attack level determined by a relevant building surveyor in deciding an application for a building permit under the **Building Act 1993** for a dwelling or alteration or extension to the dwelling; or*

Is required to be undertaken by a condition in a planning permit issued after 31 July 2014 under Clause 44.06 of this scheme for a dwelling or an alteration or extension to the dwelling.

Note:

The effect of clause 52.12-5 is that if an application for building and works is made and all requirements of the clause are met, that application is not required to be accompanied by a permit application to remove the vegetation covered by this clause.

SCHEDULE OF BUSHFIRE PROTECTION WORKS

Defendable space

The area of defendable space will extend from the building edges to the property boundaries, shown hatched. Vegetation (and other flammable materials) will be modified and managed in accordance with the following requirements:

- Grass must be short cropped and maintained during the declared fire danger period.
- All leaves and vegetation debris must be removed at regular intervals during the declared fire danger period.
- Within 10 metres of a building, flammable objects must not be located close to the vulnerable parts of the building.
- plants greater than 10 centimetres in height must not be placed within 3m of a window or glass feature of the building.
- Shrubs must not be located under the canopy of trees.
- Individual and clumps of shrubs must not exceed 5 sq. metres in area and must be separated by at least 5 metres.
- Native Trees must not overhang or touch any elements of the building.
- The canopy of trees must be separated by at least 5 metres.
- There must be a clearance of at least 2 metres between the lowest tree branches and ground level.

Construction standards

The building will be designed and constructed a minimum Bushfire Attack Level of (BAL) Flame Zone.

Water supply

The tank shown on the plan will hold 10 000 litres of effective water supply for fire fighting purposes which meets the following requirements:

- Is stored in an above ground water tank constructed of concrete or metal.
- All fixed above-ground water pipes and fittings required for fire fighting purposes must be made of corrosive resistant metal.
- Include a separate outlet for occupant use
- The water supply must also
- Incorporate a ball or gate valve (British Standard Pipe (BSP) 65mm) and coupling (64 mm CFA 3 thread per inch male fitting).
- The outlets of the water tank must be within 4m of the access way and 60m of all parts of the dwellings and be unobstructed.
- Be readily identifiable from the building or appropriate identification signage to the satisfaction of CFA must be provided.
- Any pipework and fittings must be a minimum of 65 mm (excluding the CFA coupling).

Access

The driveway shown on the plan will provide access for trucks for fire fighting purposes which meets the following requirements:

- A load limit of at least 15 tonnes
 - Curves must have a minimum inner radius of 10m.
 - The average grade must be no more than 1 in 7 (14.4 per cent) (8.1 degrees) with a maximum of no more than 1 in 5 (20 per cent) (11.3 degrees) for no more than 50m.
 - Have a minimum trafficable width of 3.5m of all weather construction.
 - Be clear of encroachments for at least 0.5m on each side and 4m above the access way.
 - Dips must have no more than a 1 in 8 (12.5 per cent) (7.1 degrees) entry and exit angle.
- A turning area will be provided for fire fighting vehicles close to the building by the provision of a vehicle Y turning heads which meets the specification of Austroad Design for an 8.8 metre Service Vehicle

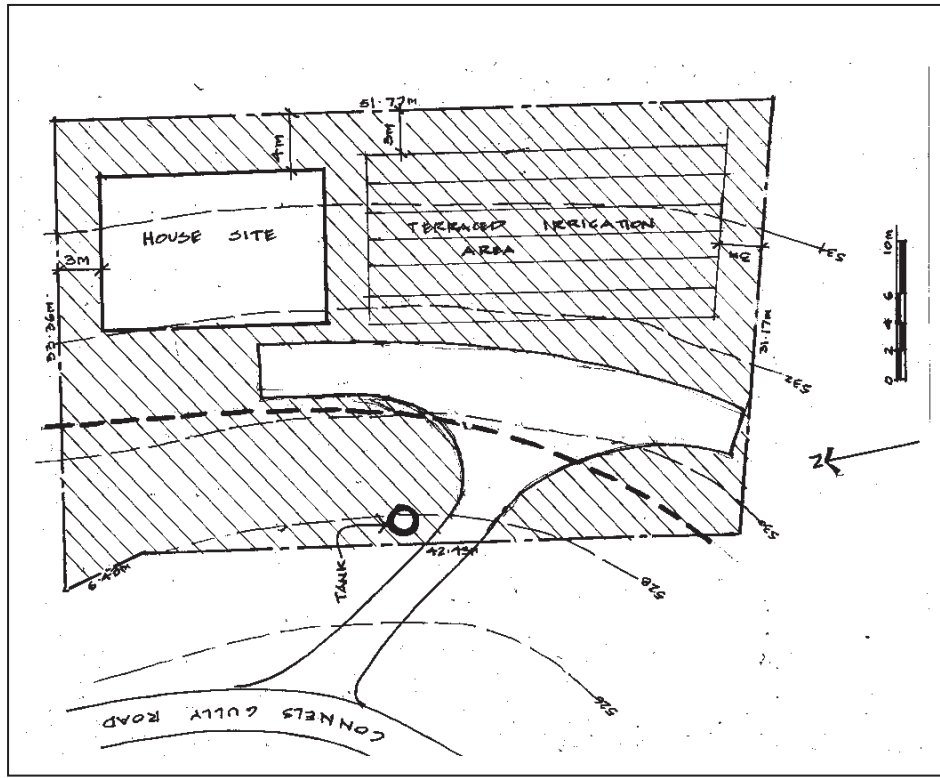


FIGURE 8 BUSHFIRE MANAGEMENT PLAN
13 Connells Gully Road Daylesford
Version C
18/11/2022
ATTACHMENT 10.3.1

REGIONAL PLANNING & DESIGN

LAND CAPABILITY ASSESSMENT
FOR
ON-SITE WASTEWATER MANAGEMENT
AT
13 CONNELLS GULLY ROAD, DAYLESFORD

REPORT No. A220606

SEPTEMBER 2022

By

Paul Williams, B.App.Sc.

Paul Williams & Associates Pty Ltd
CONSULTANTS IN THE EARTH SCIENCES

IMPORTANT NOTE

The land capability assessment report consists of this cover sheet, two written sections, four drawings and four appendices.

The report elements are not to be read or interpreted in isolation.

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(ii) Assessor’s Qualifications & Insurance

(iii) Executive Summary

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ASSESSOR'S ACADEMIC & PROFESSIONAL QUALIFICATIONS

Paul Williams is the Director and principal earth scientist at Paul Williams & Associates Pty Ltd. He has a Bachelors Degree in Applied Science (Geology and Land Use) (awarded in 1978) and has since specialised in vadose zone hydrology, soil science and engineering geology.

He is a member of the Foundation and Footings Society (Vic) Inc.

All fieldwork and analyses are undertaken by, or directly supervised by Paul Williams.

ASSESSOR'S PROFESSIONAL INDEMNITY INSURANCE

Policy Number:	NPP-13384
Period of Cover:	14/2/2022 – 14/2/2023
Geographical Coverage:	Worldwide (excluding U.S.A.)
Retro-active Date:	Unlimited
Limit of Indemnity:	\$4,000,000
Underwriting Company:	Certain Underwriters at Lloyd's

EXECUTIVE SUMMARY

The proposed development at 13 Connells Gully Road, Daylesford, is suitable for sustainable on-site effluent disposal.

The site is 0.1543 hectares, is zoned Low Density Residential and is located in the Cairn Curran Special Water Supply Catchment.

It is proposed to construct a 2-bedroom (equivalent) residence, as shown in Drawing 2.

For the proposed development the available area is limiting and increases in effluent volume above the design daily flows are not possible.

Table 1
Description of Development

Parameter	Site specific element
SPI Number	34~26\PP5232
Property Address	13 Connells Gully Road, Daylesford
Owner	C/- Regional Planning & Design
Contact	Sam Thompson 0447 073 107 s.thompsondesign@bigpond.com
Locality	Daylesford
Zoning and Overlays	Low Density Residential and ESO (Cairn Curran)
Area	0.1543 hectares.
Usable Lot Area	At least 50% LAA extension available.
Soil Texture	Type 4 (loam) over Type 6 (dispersive light clay).
Soil Depth	0.035 (locally) and 0.75 to 0.85m.
Soil Structure	Moderately structured.
Soil Constraints	Moderate ksat, low swelling clays, dispersive subsoil.
Permeability	0.05 after renovation.
Slope	26%, generally.
Distance to Surface Waters	50m (minimum) to surface waters (watercourse).
Water Supply	Mains equivalent (assumed for design purposes).
Wastewater Load	Domestic: Up to 450 litres (load-balanced).
Availability of Sewer	Not available

The assessment has been made in the context of prioritising public and environmental health with a design compromise between rational wastewater reuse and sustainable wastewater disposal.

Our field testing which included soil profile logging and sampling, a differential level survey, laboratory testing and subsequent reporting including water and nutrient balance modelling and risk assessment has revealed that on-site effluent disposal is rational and sustainable.

For the proposed residence, effluent shall be treated to at least the 20/30 standard and distributed by subsurface irrigation utilising the processes of evapotranspiration and deep seepage.

The irrigation area has been determined for the 9th decile wet year and satisfies the requirements of *the Environment Protection Act, 2017, as amended*, in that the effluent irrigation system cannot have any detrimental impact on the beneficial use of surface waters or groundwater.

With regard to density of development and cumulative risk the assessment has considered risk associated with subsurface flows and surface flows.

In regard to subsurface flows, it is clear that provided the on-site system is adequately designed, constructed, operated and maintained the risk to surface and ground waters is negligible. Once the effluent is placed underground, the extraordinary long travel times via ground water to surface waters ensures adequate nutrient attenuation.

In regard to surface flows, it is clear that provided the on-site system is adequately designed, constructed, operated and maintained, the risk to surface and ground waters is no greater than for a sewered development.

For the proposed development the available area is not limiting and there is sufficient available area for expansion or duplication of the effluent areas.

Cumulative risk from the development is extremely low. The risk of serious or irreversible damage is extremely low. All requirements of *the Environment Protection Act, 2017, as amended* can be met.

Where risk is defined as the product of consequences and frequency, the risk can be reduced to negligible levels if effluent is treated to a secondary level and disposed via pressure compensated subsurface irrigation, as described in Section 2 of the land capability assessment.

The combined risk number for this site **5.2 (High Risk) with limiting factors for trenches.**

For domestic effluent, onsite disposal requires AWTs or sand filter with pressure compensated subsurface irrigation and load balancing facility/function.

The LCA recommends a conservative, scientifically based, well founded wastewater management system with inherent multiple barriers of safety.

Cumulative risk from the development is extremely low. The risk of serious or irreversible damage is extremely low.

All requirements of *the Environment Protection Act, 2017, as amended* can be met.

**LAND CAPABILITY ASSESSMENT
FOR
ON-SITE WASTEWATER MANAGEMENT
AT
13 CONNELLS GULLY ROAD, DAYLESFORD**

SECTION 1. SITE INVESTIGATION

1.1 INTRODUCTION

On instruction from the landowners, an investigation was undertaken to assess land capability for on-site effluent disposal for a residence at 13 Connells Gully Road, Daylesford.

The site is 0.1543 hectares, is zoned Low Density Residential and is located in the Cairn Curran Special Water Supply Catchment.

It is proposed to construct a 2-bedroom (equivalent) residence, as shown in Drawing 2.

For the proposed development the available area is limiting and increases in effluent volume above the design daily flows are not possible.

The assessment has been made in the context of prioritising public and environmental health.

1.2 INVESTIGATION METHOD

The site investigation was carried out in accordance with *Environment Protection Act 2017 (as amended)* and relevant subordinate documents. This report has been guided by *SEPP (Waters), Code of Practice - Onsite Wastewater Management*, E.P.A. Publication 891.4, July 2016, the *Hepburn Shire Domestic Wastewater Management Plan*, AS/NZS 1547:2012, *Approaches for Risk Analysis of Development with On-site Wastewater Disposal in Open, Potable Water Catchments*, Dr Robert Edis, April 2014, *Guidelines for Wastewater Irrigation*, E.P.A. Publication 168, April 1991, AS 2223, AS 1726, AS 1289, AS 2870 and *Australian Laboratory Handbook of Soil and Water Chemical Methods*.

Our capability assessment involved the mapping of unique land-soil unit(s) which were defined in terms of significant attributes including; climate, slope, aspect, vegetation, soil profile characteristics (including colloid stability, soil reaction trend and electrical conductivity), depth to rock, proximity to surface waters and escarpments, transient soil moisture characteristics and hydraulic conductivity.

Exploratory boreholes were push-tubed and sampled in conjunction with a series of constant head tests (subsequently aborted).

Water and nutrient balance analyses were based on the mean wet year rainfall for Daylesford and mean evaporation data for Creswick and were undertaken with guidance from *Guidelines for Wastewater Irrigation*, E.P.A. Publication 168, April 1991 (Part), AS/NZS 1547:2012 and in-house methods.

The rainfall and evaporation data were obtained from the National Climate Centre, Bureau of Meteorology. The data was subsequently analysed and applied to our water and nutrient balance analyses. The results of the water and nutrient balance analyses are given in Appendix B, to this report.

1.3 CAPABILITY ASSESSMENT

We have used the attributes determined by the investigation to define one (1) land-soil unit, as follows:-

1.3.1 Land-Soil Unit A. This land-soil unit consists of steeply sloping terrain, as shown in Drawing 2 and Figure 1.

The salient land-soil attributes and constraints are summarised in Appendix C.

1.3.1.1 Climate. The general area receives a mean annual rainfall of 877mm, a 9th decile annual rainfall of 1114 and a mean annual evaporation of 1168mm. Mean rainfall exceeds the mean evaporation in April through September (i.e., for 6 months).

Rainfall and evaporation data are presented in Appendix B, to this report.

1.3.1.2 Slope and Aspect. The unit (land application area) slopes to the west at up to 26%, shown in Drawing 2.

The unit is exposed to the prevailing winds and will be exposed to partial shade from nearby trees, as shown in Figure 1 and Drawing 2.

1.3.1.3 Vegetation and Land Use. The unit is vegetated with sparse grasses and semi-mature and mature (mainly *Eucalyptus* species, as shown in Figures 1 and 2.

The land is currently unused.

For use in the water and nutrient balance we have used water and nitrogen uptake estimates representative of dense grass equivalent to a rye/clover mix, as shown in Appendix B.

1.3.1.4. Slope Stability. For the encountered subsurface conditions, slope degree and geometry and for the proposed range of hydraulic loadings, the stability of the natural ground slopes are unlikely to be compromised.

1.3.1.5 Subsurface Profile. The following interpretation of the general subsurface profile assumes conditions similar to those encountered in the boreholes are typical of the investigation area.

Note: If subsurface conditions substantially different from those encountered in the investigation are encountered during soil renovation works, all work should cease, and this office notified immediately.

1.3.1.5 Subsurface Profile. The unit is underlain by residual materials formed on metasedimentary rocks of Ordovician Age.

The general subsurface profile consists of:-

- A topsoil (A-horizon) layer of brown becoming light brown, moist, medium dense clayey silt, with a soil reaction trend of 4.8 to 5.6 pH, electrical conductivity of 0.25 to 0.37 dS/m with clay content increasing with depth and containing a root mat and root zone and some rock fragments, to depths of 0.25 to 0.35m, overlying,
- A residual soil (B₁-horizon) layer of brown and orange-grey-brown, moist, poorly structured, dispersive and non-dispersive silty clay of low plasticity (light clay), with a soil reaction trend of 5.8 to 6.2 pH, electrical conductivity of 0.16 to 0.20 dS/m and free swell^a of zero, containing highly weathered siltstone fragments at depth, to depths of 0.35 to 0.6m, overlying,
- An extremely weathered (B₂-horizon) layer of brown and orange-grey-brown, moist, poorly structured, dispersive and non-dispersive gravelly-silty clay of low plasticity (light clay), with a soil reaction trend of 6.0 to 6.2 pH, electrical conductivity of 0.11 to 0.14 dS/m and free swell of zero, containing highly weathered siltstone fragments, to depth of 0.35 to 0.85m, and locally deeper, overlying,
- Highly and less weathered, highly fractured siltstone and sandstone rock.

^a After Holtz (measures swell potential of fraction passing 450 micron sieve)

The metasedimentary rocks in this area consist of steeply dipping, alternating hard and soft layers. Variable composition and rock mass defect character coupled with the vagaries of time and weathering often result in highly variable vertical and areal thickness of residual materials.

1.3.1.6 Soil Permeability. The *in-situ* permeability tests were attempted on 15 July 2022.

The field testing was abandoned due to spontaneous dispersion of the soil clay fraction.

Where the soils are dispersive *in-situ* permeability testing realises inaccurate, low or nil results.

The hydraulic conductivity can be estimated by using test waters containing calcium chloride and/or by laboratory assessment of colloid stability and determination of ameliorant quantities (e.g., gypsum/lime requirement) and swell potential.

A conservative estimate of permeability has been deduced as follows (see Code 3.6.1):-

The hydraulic conductivity can be estimated by using test waters containing calcium chloride and/or by laboratory assessment of colloid stability and determination of ameliorant quantities (e.g., gypsum/lime requirement) and swell potential.

A conservative estimate of permeability has been deduced as follows (see Code 3.6.1):-

Profile analysis in accordance with AS/NZS 1547:2012 and our laboratory determined dispersion and swell potential shows the residual clay soils (and clay fractions) to be dispersive. They are therefore by definition Category 6 soils with saturated hydraulic conductivity less than 0.06m/day.

Similar dispersive soils (including on adjacent allotments) have responded positively (with sufficiently improved hydraulic capability) following applications of gypsum.

For the limiting poorly-structured clay and clayey soils and assuming renovation by gypsum application we have adopted an estimated and conservative design saturated hydraulic conductivity of 0.050m/day.

1.3.1.7 Basement Rock Permeability. From the literature and from examination of rock profiles and rock mass defect character in the vicinity, the hydraulic conductivity of the basement rocks would be in excess of 0.05m/day and up to 1m/day (adopt 1m/day for buffer design).

1.3.1.8 Colloid Stability. The results of the Emerson Crumb Tests, Dispersion Index tests and observations of discolouration of water in the boreholes indicate that the soil materials are non-dispersive and dispersive.

Free swell tests indicate that the clay fractions of the residual materials have zero or a low shrink-swell potential.

The electrical conductivity was determined for the A and B horizons using a 1:5 soil/water extract and converted to EC (saturation extract).

The determined electrical conductivity (EC_{se}) ranged from 0.11 to 0.37 dS/m, while Exchangeable Sodium Percentage is estimated by deduction to be less than 10%.

Soil reaction trend ranged from 4.8 pH to 6.2 pH which is within the expected normal range.

Dispersion index was zero to 14 for all horizons.

Gypsum requirement is less than 10 tons/hectare.

Assuming design, construction, operation and maintenance of the on-site effluent systems are in accordance with the recommendations contained in this report, we can conclude that there is a low salting potential with high colloid stability after the addition of gypsum.

1.3.1.9 AS1547:2012 Soil Classification. In accordance with AS/NZS1547:2012 the residual materials can be classified as Type 6 soils (dispersive light clays).

After allocating proportional vertical and lateral flows and allowing for the potential for perched water mounding, we have adopted a deep seepage rate of 5mm for secondary effluent.

1.3.1.11 Surface Drainage. Site surface drainage is to the west, as shown in Drawing 2. The nearest surface waters are a tributary to Sailors Creek, located at least 50 metres distant of the proposed effluent fields.

The proposed effluent areas cannot impact on any surface waters.

1.3.1.12 Groundwater. No groundwater was encountered in any of the boreholes.

There are no groundwater bores within a significant distance (40m+).

The Victorian groundwater database indicates that groundwater is at least 20 metres of the surface and is of low yield and high quality (less than 500 mg/litre TDS) with beneficial use including domestic.

1.3.1.13 Nutrient Attenuation. Clay soils (as found on this site) can fix large amounts of phosphorous. Phosphate-rich effluent seeping through these soils will lose most of the phosphorous within a few metres.

The limiting nutrient for this site is nitrogen. No phosphorous balance is required.

Nitrogen, contained in organic compounds and ammonia, forms nitrate-N and small amounts of nitrite-N when processed in an aerated treatment plant. Several processes affect nitrogen levels within soil after irrigation. Alternate periods of wetting and drying with the presence of organic matter promotes reduction to nitrogen gas (denitrification). Plant roots absorb nitrates at varying rates depending on the plant species, however nitrate is highly mobile, readily leached, and can enter groundwater via deep seepage and surface waters via overland flow and near-surface lateral flow.

Based on the water and nutrient balance, and assuming 30mg/litre N in the effluent, a denitrification rate of 20%, with N uptake of 220 kg/ha/year for an established grass cover of a rye/clover equivalent, a conservative estimate can be made of the nitrogen content in the deep seepage and lateral flow.

Without taking into account further expected denitrification below the root zone and in the groundwater (reported to be in the vicinity of 80%), denitrification in the lateral flow (external to the effluent areas but within the curtilage of the allotment) and plant uptake in the lateral flow, the effluent loading rate should not exceed 2.5mm/day.

On-site effluent disposal systems designed, constructed, operated and maintained in accordance with the following recommendations cannot adversely impact on the beneficial use of surface waters and groundwater in the area.

1.4 RISK MANAGEMENT & MITIGATION

The *Environment Protection Act 2017*, as amended requires that the site be assessed on a risk-weighted basis and that cumulative impacts be considered.

Current Ministerial Guidelines require that density of onsite systems and cumulative effects be considered. In accordance with the risk assessment analysis contained in Appendix C, to this report, the combined risk number for this site is **5.2 (High Risk) with limiting factors for trenches.**^b

The Guidelines (significantly) do not differentiate between pressure compensated subsurface irrigation of 20/30 standard effluent and trench disposal of septic effluent (nor do they differentiate between senescent and failed systems and new systems). While multiple septic trench systems can simultaneously fail (i.e., produce contaminated surface flows due to exceeding trench storage capacity) typically during periods of prolonged high and/or episodic rainfall, the same is not true of subsurface irrigation systems (see 1.4.8, below).

While it may be reasonable to accept the onsite system-density requirement of Ministerial Guidelines of less than 1/40 hectares for septic trench systems, it is not logical to include subsurface irrigation systems.

^b Source: *Approaches for Risk Analysis of Development with On-site Wastewater Disposal in Open, Potable Water Catchments* (Dr Robert Edis April 2014)

Insertion of properly designed, constructed and (reasonably) maintained^c subsurface irrigation systems would reduce the risk to the integrity of the Cairn Curran Reservoir water supply to negligible levels.

For potable water supply catchments, a multiple barrier approach is recommended by the ADWQG (2006), as amended. The *Environment Protection Act 2017*, as amended requires that the proposal be assessed on a risk-weighted basis.

A multiple risk reduction approach is used in assessing this development, with components listed below:

1.4.1 Water Usage. With respect to daily effluent production, the system is oversized. Current best practice allows for a (maximum) daily load-balanced effluent flow of 450 litres. Design usage estimates are as per *Code of Practice - Onsite Wastewater Management, E.P.A.* Publication 891.4, July 2016.

1.4.2 Secondary Treatment. The LCA recommends AWTS and sand filters. These systems generate a much higher quality of effluent than septic systems.

1.4.3 Block Size. Many under-performing effluent fields are placed on blocks where area is limited. Limited area can lead to inadequately sized or inappropriately placed effluent fields and a lack of options should the daily effluent volumes increase.

In the subject site and for the proposed waste flows, size is not a constraining factor.

1.4.4 Management Plan. Historically, inadequate maintenance has played a major part in the failure of onsite effluent disposal systems. There is a management plan within the LCA (see Appendix C). This plan gives guidance on the implementation of mandatory operation, maintenance and inspection procedures.

1.4.5 Sizing of Treatment Systems. No specific proprietary treatment plant is recommended, however treatment plants or sand filters must have current JAS/ANZ accreditation or interim EPA approval, which match effluent volumes with plant capacity.

1.4.6 Load Balancing. Surge flows are possible due to extended home-stay by relatives/friends, parties etc. Under these conditions the systems may become overwhelmed for a period. This potential problem can be eliminated by installing a plant with a load balancing facility (or equivalent function) which enables short-term storage and sustainable flows to the distribution area over extended time. The load balancing facility also provides temporary storage should the plant fail or if there is a power outage.

1.4.7 Zoned Dosing. The LCA stipulates that the effluent area is (automatically) irrigated sequentially by zones or time to promote the creation of transient aerobic and anaerobic soil conditions.

The effluent field is sized conservatively for nitrogen attenuation, using pasture grass (rye/clover eq mix), which has a nitrogen uptake of 220 kg/ha/year. Zoned dosing will increase the efficiency of the field for removing nitrogen from the soil.

Undersized effluent fields are at risk of becoming anaerobic for long periods, with the risk of microbial build-up. This leads to secretion of microbial polysaccharides, which coat soil particles and restrict the ability of the soil to adsorb nutrients and attenuate pathogens. Polysaccharides can also coat the interior of pipes and block drainage holes if drainage is slow due to the field being overloaded with effluent. This can lead to effluent surcharge from the ends of the drainage pipes, forming preferential flow paths through overlying soil and draining overland to nearby surface waters.

The alternating aerobic and anaerobic conditions created by zoned dosing prevent the build-up of microbial polysaccharides, and ensures efficient renovation of effluent.

1.4.8 Pressure Compensated Subsurface Disposal. Conservatively sized irrigation areas with pressure compensated subsurface disposal and zoned dosing deliver effluent directly into the soil. Under saturated conditions, water flow is

^c Except for gross negligence, rudimentary maintenance would ensure that "failure" would be restricted to transient reductions in quality of effluent which would continue to be transferred to the subsoil. Potentially "dangerous" contaminated surface flow cannot occur (see 1.4.8, below) while amelioration of contaminants (and this is also true for septic effluent) will continue over the extraordinarily large flow paths and travel times controlled by the regional/local hydraulic gradients (see 1.4.11, below).

downwards in the direction of maximum hydraulic gradient. For a surface flow containing effluent to occur, the effluent would have to rise, *against gravity*, through at least 100mm of soil. Under unsaturated conditions, water flow is multi-directional due to capillary forces and matrix suction. The atmosphere provides a capillary break with capillary forces and matrix suction reducing to zero at the air/soil interface. Gravitational forces outweigh the capillary forces and matrix suction long before the surface is reached. Hence, any surface flow from the effluent area cannot contain any effluent, regardless of the intensity and duration of rain events. Surface flow can only consist of **rainfall** in excess of soil storage capacity and hydraulic conductivity.

Note: For a pressure compensated distribution network to function properly, lines must be placed parallel to contours and/or horizontal for even effluent distribution.

1.4.9 Oversized Effluent Areas. Design effluent areas are oversized. They have been designed for a continuous design daily hydraulic load. The design daily hydraulic load is conservative and seldom continuous.

1.4.10 Reserve Areas. Although reserve areas are not required for subsurface irrigation (*Code of Practice, 2016*), 50% extension to the land application area can be accommodated on this site. This constitutes an additional barrier of safety.

The reserve area is a spare effluent field, which is left undeveloped, but can be commissioned in the case of increase in daily effluent production due to contingencies through the chain of ownership.

1.4.8 Buffer Distances. Buffer distances are set out in the *Code of Practice* to allow for attenuation of pathogens and nutrients, should an effluent surcharge occur, either overland or subsurface.

The effluent areas are located at least 50m from any surface waters.

The time taken for groundwater to reach the nearest surface waters can be estimated by using the Darcy equation (which states that velocity is the product of the hydraulic conductivity and the hydraulic gradient).

From the literature, the regional gradient is less than 0.005.

Flow times can be estimated for groundwater to flow the 50m (minimum) to the nearest surface waters at this site.

For a conservative basement hydraulic conductivity of 1m/day^d with a hydraulic gradient of 0.005, the time taken for groundwater to flow a distance of 50m is over 25 years.

For perched groundwater flows in the topsoil (estimated hydraulic conductivity of 0.5m/day) with a hydraulic gradient equivalent to the ground slope (max downslope grade of 26%), the time taken for perched groundwater to flow a distance of 50m is more than 1 year and assumes no evapotranspiration.

For a surface effluent discharge on an 26% slope and for the prevailing soil hydraulic characteristics, the estimated maximum travel distance of effluent (before reabsorption) is less than 20m^e.

The stipulated buffer distances are in accordance with the recommendations of the Code of Practice.

1.4.12 System Failure. A properly designed and constructed onsite effluent system consisting of the treatment plant and the irrigation area can suffer degrees of failure.

Failure can take the form of mechanical (plant), accidental (toilet blockages, damaged irrigation lines, high BOD influent), operational (power outage, overloading) and maintenance (failure to check filters, failure to participate in maintenance programme).

1.4.12.1 Mechanical Breakdown. Mechanical plant breakdown typically involves compressor and pump malfunction causing no aeration and high-water levels, respectively. Both of these situations are alarmed (both audible and visual). The proposed plants will benefit from a service contract providing 24-hour repair cycles. If the alarms were ignored (or

^d This is a conservatively high figure to demonstrate maximum possible flow rates. A conservatively low figure was used for calculation of effluent application rates (see recommendations) to demonstrate irrigation sustainability.

^e Source: *Approaches for Risk Analysis of Development with On-site Wastewater Disposal in Open, Potable Water Catchments* (Dr Robert Edis April 2014).

malfunctioned) and the establishment continued to produce waste until the load balancing tank and plant capacities were exceeded (at least 5 days), a mixture of septic and raw effluent would back up to the interior of the toilet area and/or surcharge through the plant hatches. It is difficult to imagine how this outcome could be allowed to manifest. In addition, a plant malfunction with the occupants absent could not cause an effluent surcharge because no influent would be produced during this period.

1.4.12.2 Accidents. Toilet blockages and accidentally damaged irrigation lines could allow localised surface surcharge of treated effluent. This is why minimum buffers to surface waters have been maintained. High BOD influent (e.g., dairy or orange juice) can realise a lesser quality than 20/30 standard for some weeks. Provided the high BOD influent is not continuous, the soils will continue to satisfactorily renovate the effluent.

1.4.12.3 Operational Breakdown. Operational failures including power outages and transient hydraulic overloading are accommodated by the load balancing facility, as described in Section 1.4.6, above.

1.4.12.4 Maintenance Breakdown. Maintenance breakdowns such as failure to clean line filters can lead to expensive pump repairs and in extreme cases leakage (of 20/30 standard effluent) from the outlet pipe. This leakage would occur in proximity to the dwellings, stables and kennels and would be noticed and acted on.

Refusal to participate in the management programme would be acted on by the responsible authority within one maintenance cycle.

AWTS and pumped systems have mechanical components which can malfunction and will age. The management plan including the maintenance and monitoring programmes are essential to ensure safe onsite effluent disposal.

1.4.13 Risk Summary. With regard to density of development and cumulative risk the assessment has considered risk associated with subsurface flows and surface flows.

In regard to subsurface flows, it is clear that provided the on-site system is adequately designed, constructed, operated and maintained (see items 1.4.1 through 1.4.12.4), the risk to surface and ground waters is negligible. Once the effluent is placed underground, the extraordinary long travel times via ground water to surface waters ensures adequate nutrient attenuation.

In regard to surface flows, it is clear that provided the on-site system is adequately designed, constructed, operated and maintained (see items 1.4.1 through 1.4.12.4), the risk to surface and ground waters is no greater than for a sewered development. Indeed, it could be considered that the risk is less than for a sewered development because there can be no mains failure (because there is no mains).

The LCA recommends a conservative, scientifically based, well founded wastewater management system with inherent multiple barriers of safety. Cumulative risk from the development is also extremely low. The risk of serious or irreversible damage is extremely low.

All requirements of the *Environment Protection Act 2017*, as amended have been met.



Figure 1: Land-soil unit A: (proposed land application area), viewed from south to north.



Figure 2: Watercourse origin showing first emergence of downstream channel, as shown in Drawing 2.

SECTION 2. RECOMMENDATIONS

2.1 APPLICATION

The following recommendations are based on the results of our assessment, and are made in accordance with *Environment Protection Act 2017 (as amended)*, the *Code of Practice - Onsite Wastewater Management*, E.P.A. Publication 891.4, July 2016, *AS 1726*, and *AS/NZS 1547:2012*.

They are based on the mean saturated hydraulic conductivity of the limiting clay materials and are designed to demonstrate the viability of on-site effluent disposal for a 2-bedroom residence and a daily total load-balanced effluent production of up to 450 litres and are considered to be conservative.

2.2 SUBSURFACE IRRIGATION

2.2.1 General. Based on the results of the water balance analysis and considering the prevailing surficial and subsurface conditions including soil profile thickness and slope and on condition that adequate site drainage is provided (as described in Section 2.4, below), on-site irrigation systems are appropriate for effluent disposal for land-soil unit A.

2.2.2 Effluent. Effluent will be generated from a residence and will include black and grey water (all wastes).

2.2.2.1 Effluent Quality. Effluent shall be treated (by AWTS or sand filter) to a standard that meets or exceeds the water quality requirements of the 20/30 standard for BOD/SS.

An AWTS must be connected to grid power and must operate continuously.

Where a sand filter is used for treatment, the sump pump can use off-grid power provided it is connected to a back-up generator which will operate automatically, on demand.

2.2.2.2 Effluent Quantity. The daily effluent volume of 450 litres has been calculated from *Code of Practice - Onsite Wastewater Management*, E.P.A. Publication 891.4, July 2016, Table 4 and assumes mains water (equivalent) and WELS-rated water-reduction fixtures and fittings – minimum 4 Stars for dual-flush toilets, aerator taps, flow/pressure control valves and minimum 3 Stars for all appliances.

2.2.2.3 Load Balancing. Transient hydraulic loads in excess of the expected daily load may occur (e.g., holidays, entertaining, overnight guests etc). In addition, and in the case of power outages and/or mechanical breakdown, the load balancing tank/facility can act as a temporary storage.

2.2.3 Application Rates and Irrigation Areas. Irrigation area and application rate have been determined from the results of the water and nutrient balance analyses and *AS/NZS 1547:2012, Appendix M*.

2.2.3.1 Hydraulic Loading. To satisfy the requirement for no surface discharge in the mean wet year, effluent shall be applied at an application rate not exceeding 1.7mm/day.

2.2.3.2 Nutrient Loading. The requirements of *The Environment Protection Act, 2017, as amended* would be satisfied with effluent applied at an application rate not exceeding 2.5mm/day.

2.2.3.3 Design Loading. To satisfy the requirement for no surface discharge in the mean wet year and attenuation of nutrients, effluent shall be applied at an application rate not exceeding 1.7mm/day.

2.2.4 General Requirements. For subsurface irrigation, it is assumed that the design, construction, operation and maintenance are carried out in accordance with *AS/NZS1547:2012* and a “system specific” JAS/ANZ accreditation or interim EPA approval, as appropriate.

The irrigation area is to be a dedicated area. To prevent stock and vehicular movements over the area, the effluent area shall be “fenced”.

2.2.5 Subsurface Distribution System. A distribution network design similar to that shown in *AS/NZS1547:2012, Figure M1* is appropriate.

2.2.5.1 Ground Preparation and Excavations. Preparation of the ground is to include the smoothing of the land application surface by the redistribution of topsoil.

Pipe excavations shall only be undertaken in drier periods when soil moisture contents are relatively low and when heavy rainfall and storms are not normally expected.

2.2.5.2 Pump System and Pipe works. Uniform delivery pressure of the effluent throughout the distribution system is essential. Percolation or drip rates shall not vary by more than 10% from the design rate over the whole of the system (i.e., pressure compensated).

The distribution pipes shall be placed coincident with slope contours. The dripper system is to provide an effective even distribution of effluent over the whole of the design area. Line spacing shall be no closer than 1000mm.

2.2.6 Sequential Zoned Irrigation. The efficiency of irrigation effluent disposal systems can be highly variable. We recommend that as part of the daily irrigation process, the effluent area be irrigated sequentially by zones or time to promote the creation of transient aerobic and anaerobic soil conditions.

The inspection regime described in Section 2.2.7, below, is to be strictly adhered to.

2.2.7 Inspections and Monitoring. We recommend that the mandatory testing and reporting as described in the *Code of Practice - Onsite Wastewater Management*, E.P.A. Publication 891.4, July 2016, include an annual (post spring) report on the functioning and integrity of the distribution system and on the functioning and integrity of the cut-off drains and outfall areas.

It is expected that the frequency of inspections and monitoring will intensify as systems age.

2.2.8 Soil Renovation. To maintain water-stable peds (under irrigation with saline effluent), soil renovation in the form of gypsum application is recommended. Prior to the placement of the terrace fill materials, gypsum shall be broadcast over the effluent area at the rate of 0.5kg/m².

Following placement of terrace fill materials and surface smoothing, gypsum shall be broadcast over the effluent area surface at the rate of 0.25kg/m².

Gypsum shall be reapplied at a rate of 0.25kg/m² every 4 years.

Gypsum is to be fine ground "Grade 1" agricultural quality.

2.2.9 Site Regrading. As the risk of slope failure in the encountered soils increases proportionally with increased slope and hydraulic loading, the fill berms must be structurally retained.

The existing slope is to be regraded to provide retained fill berms for the irrigation area, as shown in Drawing 4.

No portion of the existing slope is to be cut.

2.2.9.1 Fill Materials. All fill materials are to be placed under controlled conditions.

Local topsoil material and/or imported material (as per *AS/NZS 1547:2012, N3.3.2*) is to be placed in accordance with *AS/NZS 1547:2012*, or such other methods approved by the engineer.

All placed fill materials shall be homogeneous and isotropic.

No filling is to be placed against tree trunks.

2.2.9.2 Retaining Structures. Fill berms are to be structurally retained – see Drawing 4.

The bench retaining structures are to be placed parallel to the natural contours.

The retaining structures are to be designed by a suitably qualified and experienced engineer. The design shall address landslip hazard and transient soil moisture conditions ranging from wilting point to saturation.

Note: For these retaining structures and irrigation systems, as described above, the buffer distances applying to escarpments and cuttings, as given in the *Code, table 5*, do not apply.

Under saturated conditions, water flow is vertical in the direction of maximum hydraulic gradient. For a surface flow containing effluent to occur, the effluent has to rise, *against gravity*, through at least 150mm of soil. For homogeneous and isotropic soils, lateral flow is negligible. Under unsaturated conditions, moisture movement is controlled by evapotranspiration, capillarity and matrix suction. The atmosphere provides a capillary break with capillary forces and matrix suction reducing to zero at the air/soil interface at both the surface and at the retaining wall capillary break. Hence, under and between the moisture extremes of wilting point and saturation, effluent cannot emanate through the retaining wall or the surface.

2.2.10 AWTS and Sand Filter. It is assumed that the design, construction, operation and maintenance of all treatment elements are carried out in accordance with *AS/NZS1547:2012* and a current JAS-ANZ accreditation or equivalent.

The AWTS or sand filter are to be sized to successfully treat a daily hydraulic load of 450 litres and a nutrient load of 180 grams BOD.

The sand filter shall have a minimum plan area of 9m². The sand media must comply with the *Code* Appendix G.

The sand media must have less than 5% fines, effective size (D10) between 0.25 and 0.60mm and uniformity coefficient (D60/D10) less than 4mm.

2.2.11 Effects of Irrigation on Existing Trees. A studyⁱ by Dr Nick O'Brien (Melbourne University) regarding impacts of 20/30 standard irrigation on remnant *Eucalyptus* forest at Ringwood North has shown that trees would not be adversely affected by subsurface 20/30 standard irrigation provided the distribution slots did not exceed about 150mm in depth.

2.3 SITE DRAINAGE.

Our recommendations for on-site effluent disposal have allowed for incident rainfall only and are conditional on the installation of cut-off drains. Cut-off drains must be placed on all upslope sides of irrigation areas and trench areas.

Care shall be taken to ensure that the intercepted and diverted surface waters are discharged well away and down slope of the disposal field.

Locations of the cut-off drain and a drain detail are shown in Drawings 2 and 3.

The owner shall also ensure that any upslope site works do not divert and/or concentrate surface water flows onto the disposal area.

2.4 BUFFER DISTANCES

The water balance analysis has shown that potential surface (rain water) flows from the effluent area would be restricted to episodic events.

The estimated hydraulic properties of the upper soil materials and hydraulic gradient have been used to evaluate (via Darcy's Law) the buffer distances with respect to subsurface flows.

Our analysis and evaluation have shown that the default setback distances given in *Code of Practice - Onsite Wastewater Management*, E.P.A. Publication 891.4, July 2016, Table 5 and *Approaches for Risk Analysis of*

Development with On-site Wastewater Disposal in Open, Potable Water Catchments, Dr Robert Edis, April 2014 are conservative and can be applied without amendment.

For a building located downslope of an effluent field, your engineer shall evaluate the integrity of building foundations with respect to the assigned buffer distance.

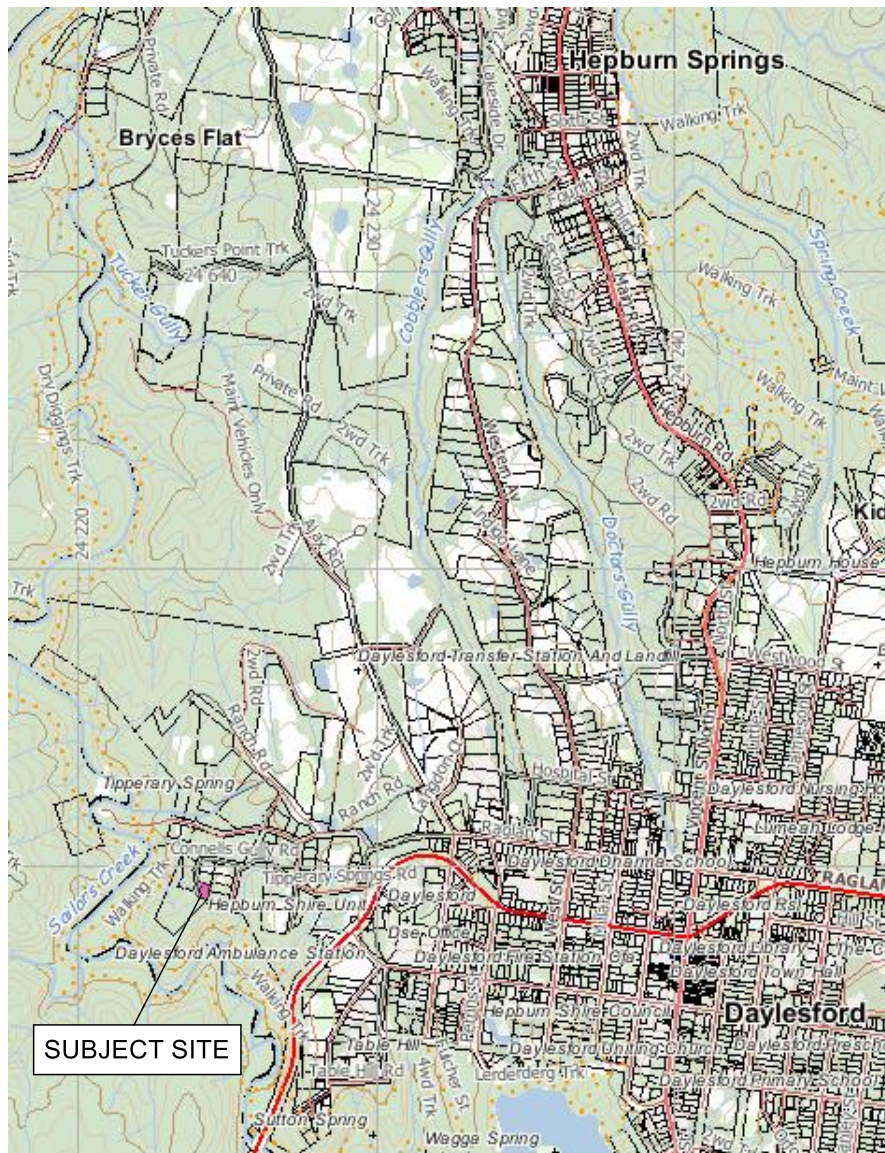
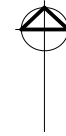
2.5 SUMMARY OF RECOMMENDATIONS

Our capability assessment has shown that at least one rational and sustainable on-site effluent disposal method (20/30 standard subsurface irrigation) is appropriate for the proposed domestic effluent.

A management plan is presented in Appendix C, to this report.



Paul R. WILLIAMS B.App.Sc.
PRINCIPAL HYDROGEOLOGIST
& ENGINEERING GEOLOGIST



LOCATION OF SUBJECT SITE

13 CONNELLS GULLY ROAD, DAYLESFORD

REGIONAL PLANNING & DESIGN

Scale: 1:25,000

Drawn: P.R.W.

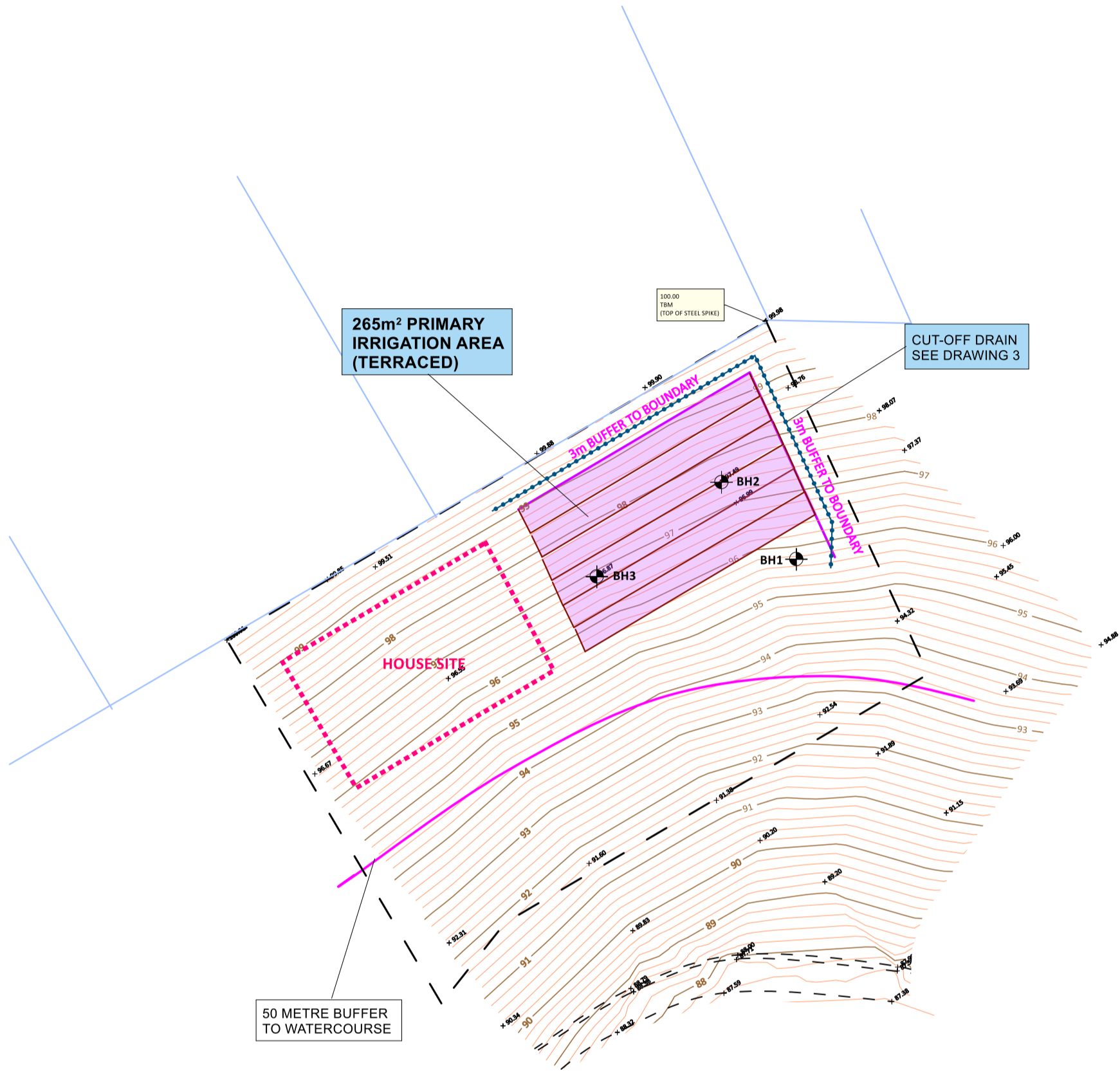
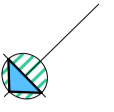
Report Number: A220606

Contour Interval: 10m

Date: July 2022

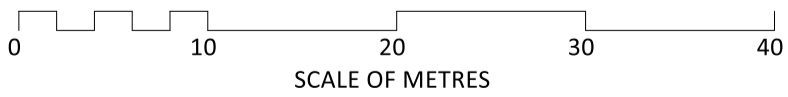
Drawing Number: 1

SUFFICIENT AREA EXISTS FOR 50% EXTENSION OF EFFLUENT IRRIGATION AREA DUE TO CONTINGENCIES THROUGH THE CHAIN OF OWNERSHIP



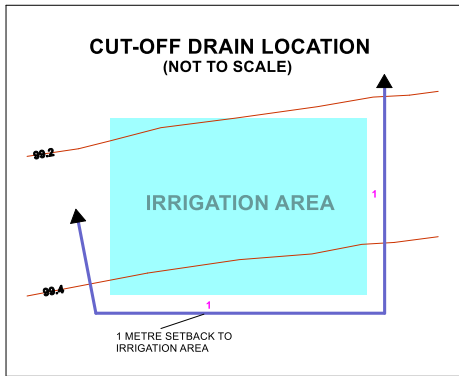
50 METRE BUFFER TO WATERCOURSE

UPPER REACH OF WATERCOURSE (SEE FIGURE 2)



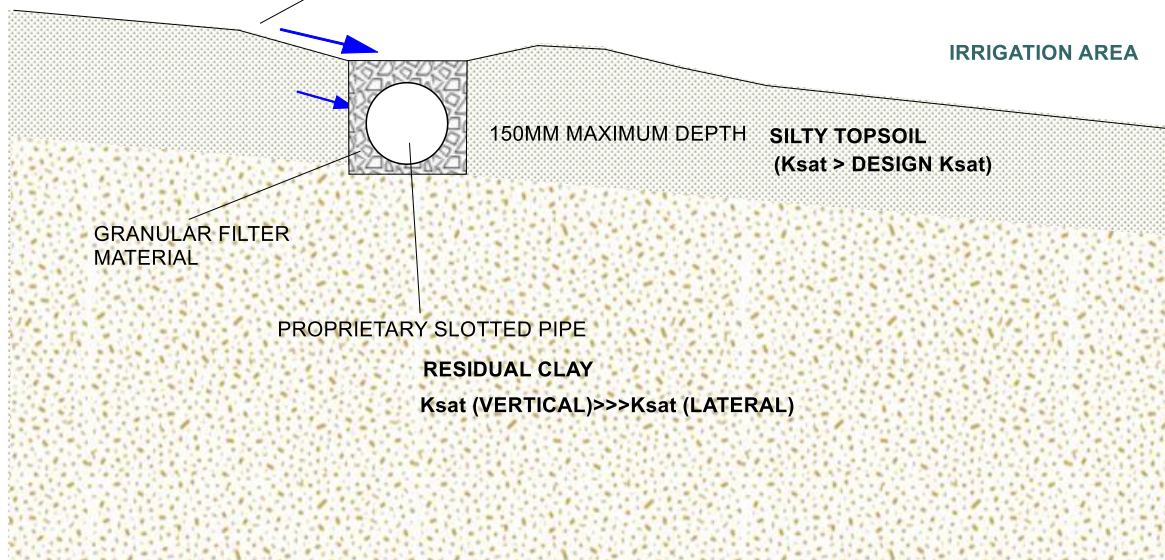
LOCATION OF PROPOSED DEVELOPMENT SHOWING CONTOURS		
13 CONNELLS GULLY ROAD, HEPBURN		
REGIONAL PLANNING & DESIGN		
Scale: 1:400	Drawn: P.R.W.	Report Number: A220606
Contour Interval: 0.2m	Date: September 2022	Drawing Number: 2

NOTE: THIS IS NOT A REESTABLISHMENT SURVEY. BOUNDARIES ARE BASED ON EXISTING FENCES AND FOUND STEEL SPIKES. TERRAIN MODEL BY PAUL WILLIAMS.



NOTE: CUT-OFF DRAIN LOCATION IS SCHEMATIC ONLY. FINAL LOCATION TO BE DETERMINED BY DESIGN ENGINEER AS PART OF SITE DRAINAGE DESIGN.

SURFACE REGRADED BY CUTTING TO FACILITATE COLLECTION OF SURFACE FLOWS - DEGREE OF CUT SLOPE LIMITED BY REQUIREMENTS FOR SAFE & EFFICIENT MOWING/MAINTENANCE



NOTES:

1. DRAIN TO BE DESIGNED, CONSTRUCTED & MAINTAINED TO ENSURE THAT NO SURFACE & PERCHED GROUNDWATER FLOWS ENTER THE IRRIGATION AREA.
2. DRAIN TO BE LOCATED ON ALL UPSLOPE SIDES OF IRRIGATION AREA (NO CLOSER THAN 1m FROM NEAREST SUBSURFACE DISTRIBUTION LINE).
3. DRAIN TO HAVE UNSPECIFIED FALL.
4. MAXIMUM DEPTH IS 150mm (SEE SECTION 2.2.11).
5. DRAIN CROSS SECTIONAL AREA DESIGNED MAINLY FOR SURFACE FLOWS ($\text{VERTICAL } K_{sat} \gg \gg \text{LATERAL } K_{sat}$)
6. OFF-SITE DRAIN OUTFALL TO LEGAL POINT OF DISCHARGE SUBJECT TO LOCAL AUTHORITY REQUIREMENTS.
7. ON-SITE DRAIN OUTFALL TO INCLUDE APPROPRIATE ENERGY DISSIPATION TO AVOID EROSION.
8. ALL DRAINS AND OUTFALL AREAS SUBJECT TO POST-SPRING INSPECTION.

NOTE: DRAWING NOT TO BE USED FOR SET-OUT PURPOSES

CUT-OFF DRAIN DETAIL FOR 20/30 STANDARD EFFLUENT IRRIGATION FIELDS

GRADATIONAL/DUPLEX SOIL PROFILES - STEEP FORESTED SLOPES

REGIONAL PLANNING & DESIGN

Scale: 1:10 (Approximately)

Drawn: P.R.W.

Report Number: SPEC 021

Contour Interval: N/A

Date: July 2022

Drawing Number: 3

NOTE: RETAINING STRUCTURE TO ENGINEER'S SPECIFICATION

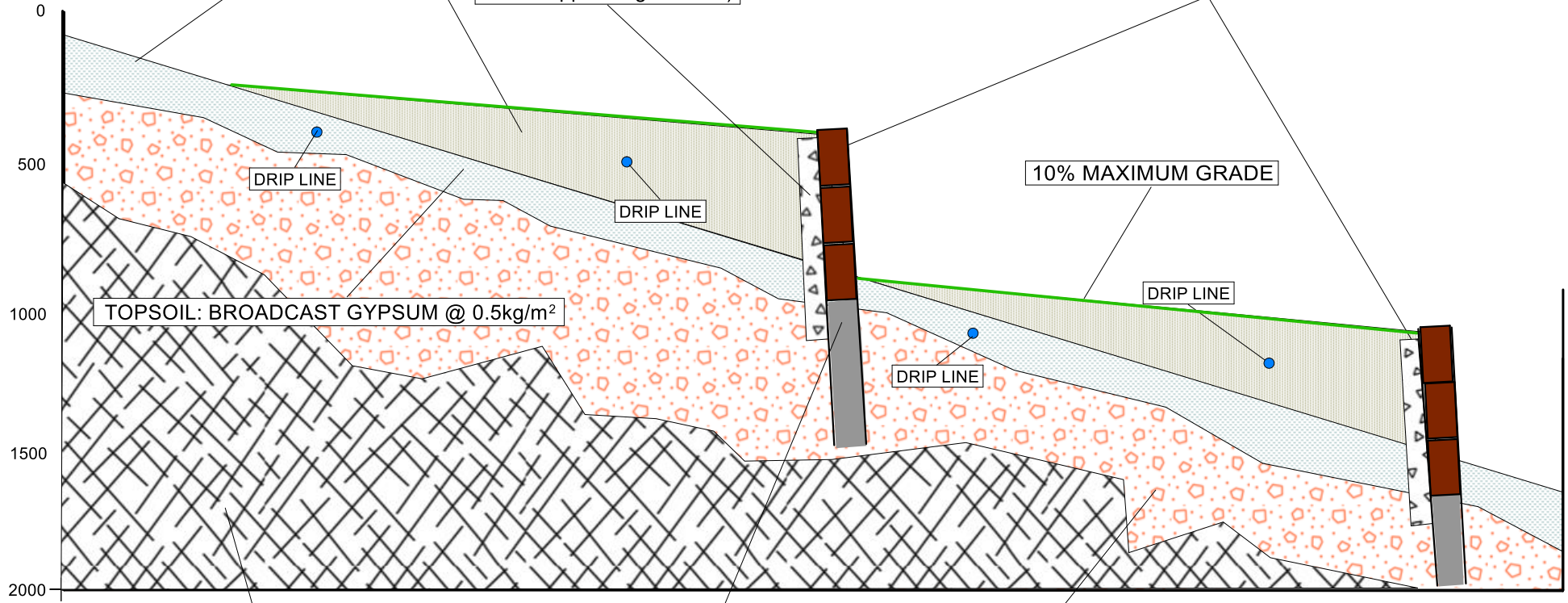
DRAINAGE DETAIL:
 (As per Drawing 3)

IMPORTED LOAM SOIL
 (PLACED HOMOGENEOUS & ISOTROPIC)
 (Ksat (ind): 0.10m/day)

TOPSOIL: Clayey Silt
 (Ksat (est): 0.20m/day)

CAPILLARY BREAK
 (20mm screened crushed rock wrapped in geotextile)

RETAINING WALL: Timber, to 500mm high, 3° rake, socket depth at least 50mm. Support/anchor system to engineer's design (see engineer's specification).



TOPSOIL: BROADCAST GYPSUM @ 0.5kg/m²

DRIP LINE

DRIP LINE

10% MAXIMUM GRADE

DRIP LINE

DRIP LINE

METASEDIMENTS: Steeply dipping, alternating hard and soft bands. (ksat (est): 0.040 to 1m/day)

"H" SECTION DRILLED OR DRIVEN PILE

GRAVELLY CLAYS:
 (ksat: >0.05m/day)

IRRIGATION AREA TERRACING DETAIL - 25% TO 30% GROUND SLOPE (RESTRICTED AREA)

13 CONNELLS GULLY ROAD, HEPBURN

REGIONAL PLANNING & DESIGN

Scale: 1:20 (Approximately)

Drawn: P.R.W.

Report Number: A220606

Contour Interval: N/A

Date: September 2022

Drawing Number: 4

NOTE: DRAWING NOT TO BE USED FOR SET-OUT PURPOSES

APPENDICES

**APPENDIX A1
SOIL PERMEABILITY**

The *in-situ* permeability tests were attempted on 15 July 2022.

The field testing was abandoned due to spontaneous dispersion of the soil clay fraction.

Where the soils are dispersive *insitu* permeability testing realises inaccurate, low or nil results.

The hydraulic conductivity can be estimated by using test waters containing calcium chloride and/or by laboratory assessment of colloid stability and determination of ameliorant quantities (e.g., gypsum/lime requirement) and swell potential.

A conservative estimate of permeability has been deduced as follows (see Code 3.6.1):-

The hydraulic conductivity can be estimated by using test waters containing calcium chloride and/or by laboratory assessment of colloid stability and determination of ameliorant quantities (e.g., gypsum/lime requirement) and swell potential.

A conservative estimate of permeability has been deduced as follows (see Code 3.6.1):-

Profile analysis in accordance with AS/NZS 1547:2012 and our laboratory determined dispersion and swell potential shows the residual clay soils (and clay fractions) to be dispersive. They are therefore by definition Category 6 soils with saturated hydraulic conductivity less than 0.06m/day.

Similar dispersive soils (including on adjacent allotments) have responded positively (with sufficiently improved hydraulic capability) following applications of gypsum.

For the limiting poorly-structured clay and clayey soils and assuming renovation by gypsum application we have adopted an estimated and conservative design saturated hydraulic conductivity of 0.050m/day.



Borehole BH1



Borehole BH2



Borehole BH3

APPENDIX B

Paul Williams & Associates Pty Ltd

A220606

WATER/NITROGEN BALANCE (20/30 irrigation): With no wet month storage.

Rainfall Station: **Daylesford**/ Evaporation Station: **Creswick**

Location: Daylesford
 Date: July, 2022
 Client: Regional Planning and Design

ITEM	UNIT	#	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YEAR	
Days in month:	D		31	28	31	30	31	30	31	31	30	31	30	31	365	
Evaporation (Mean)	mm	A	205	176	124	75	47	27	27	43	66	105	126	152	1168	
Rainfall (9th Decile wet year adjusted)	mm	B1	45	45	45	78	118	148	141	144	119	103	73	55	1114	
Effective rainfall	mm	B2	34	34	34	58	88	111	106	108	89	77	55	41	836	
Peak seepage Loss ¹	mm	B3	155	140	155	150	155	150	155	155	150	155	150	155	1825	
Evapotranspiration(IXA)	mm	C1	92	79	56	34	21	12	12	19	30	47	57	68	528	
Waste Loading(C1+B3-B2)	mm	C2	214	185	177	125	88	51	61	67	90	125	152	182	1517	
Net evaporation from lagoons (10(0.8A-B1xlagoon area(ha)))	L	NL	0	0	0	0	0	0	0	0	0	0	0	0	0	
Volume of Wastewater	L	E	13950	12600	13950	13500	13950	13500	13950	13950	13500	13950	13500	13950	164250	
Total Irrigation Water(E-NL)/G	mm	F	53	48	53	51	53	51	53	53	51	53	51	53	620	
Irrigation Area(E/C2)annual.	m ²	G													265	
Surcharge	mm	H	-161	-138	-124	-74	-35	0	-9	-14	-39	-72	-101	-130	0	
Actual seepage loss	mm	J	-6	2	31	76	120	150	146	141	111	83	49	25	884	
Direct Crop Coefficient:		I	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	
Rainfall Retained:	75%	K	1. Seepage loss (peak) equals deep seepage plus lateral flow: 5mm (<10% ksat)													
Lagoon Area:	0 ha	L	CROP FACTOR													
Wastewater(Irrigation):	450 L	M	0.7	0.7	0.7	0.6	0.5	0.45	0.4	0.45	0.55	0.65	0.7	0.7	Pasture:	
Seepage Loss (Peak):	5 mm	N	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	0.45	Shade:
Irrig'n Area(No storage):	265 m ²	P2	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	Buffalo:
Application Rate:	1.7 mm	Q	1	1	1	1	1	1	1	1	1	1	1	1	1	Woodlot
Nitrogen in Effluent:	30 mg/L	R	NITROGEN UPTAKE:													
Denitrification Rate:	20%	S														
Plant Uptake:	220 kg/ha/yr	T														
Average daily seepage:	2.6 mm	U														
Annual N load:	3.94 kg/yr	V														
Area for N uptake:	179 m ²	W														
Application Rate:	2.5 mm	X														

Species:	Kg/ha.yr	pH	Species:	Kg/ha.yr	pH	Species:	Kg/ha.yr	pH
Ryegrass	200	5.6-8.5	Bent grass	170	5.6-6.9	Grapes	200	6.1-7.9
Eucalyptus	90	5.6-6.9	Couch grass	280	6.1-6.9	Lemons	90	6.1-6.9
Lucerne	220	6.1-7.9	Clover	180	6.1-6.9	C cunn'a	220	6.1-7.9
Tall fescue	150-320	6.1-6.9	Buffalo (soft)	150-320	5.5-7.5	P radiata	150	5.6-6.9
Rye/clover	220		Sorghum	90	5.6-6.9	Poplars	115	5.6-8.5

PART 2

RAINFALL DATA & 9th DECILE REDISTRIBUTION

REDISTRIBUTION OF RAINFALL														
Rainfall to be redistributed (9th decile) =	1114 mm/yr													
Minimum mean rainfall =	44.7 mm													
9th decile (annual) - mean rainfall (annual) =	235.9 mm													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL	
Mean rainfall (mm)	45	45	45	64	88	106	102	103	89	79	62	51	878.2	
Deviation from minimum mean (mm)	0	0	0	20	43	61	57	59	44	34	17	6	342	
Redistributed rainfall (mm) (1)	45	45	45	78	118	148	141	144	119	103	73	55	1114	

1. The distribution is adjusted in proportion to the deviation of means from the minimum mean.

Site name: DAYLESFORD Site number: 88020 Commenced: 1867
 Latitude: 37.34° S Longitude: 144.16° E Elevation: 612 m Operational status: Open

Statistic	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Mean	44.7	44.9	45.0	64.3	88.0	105.9	101.8	103.2	88.8	79.1	61.7	50.8	876.6
Lowest	0.0	0.0	0.5	0.0	0.0	16.8	14.8	17.3	13.0	0.0	5.8	0.6	420.8
5th %ile	3.9	0.6	3.9	12.0	27.1	32.0	36.9	35.7	33.7	19.5	15.7	12.0	587.4
10th %ile	6.7	2.4	7.9	15.1	35.6	38.3	46.8	46.5	39.6	26.4	21.4	14.6	627.9
Median	34.0	36.7	35.8	54.4	80.8	101.9	99.8	102.1	84.6	72.6	52.8	44.5	874.8
90th %ile	105.5	113.7	98.3	127.2	156.2	163.8	154.1	164.2	139.0	141.2	107.9	101.2	1114.1
95th %ile	130.7	147.5	115.8	138.9	180.3	189.1	171.3	186.9	161.1	145.9	144.7	114.7	1197.0
Highest	162.7	188.8	151.9	175.3	252.5	244.4	215.2	237.7	220.2	258.0	201.1	195.9	1321.5

APPENDIX C1

**LAND CAPABILITY ASSESSMENT TABLE
(Potable water supply catchments)**

LAND FEATURE	LAND CAPABILITY		RISK RATING		AMELIORATIVE MEASURE & RISK REDUCTION
	LOW	MEDIUM	HIGH	LIMITING	
Available land for LAA					
Trench systems	Exceeds LAA and duplicate LAA requirements	Meets LAA and duplicate LAA requirements	Meets LAA and partial duplicate LAA requirements	Insufficient LAA area	Limiting for trenches & beds.
Subsurface irrigation	Exceeds requirements	Meets requirements	Meets requirements	Insufficient LAA area	Non-limiting for irrigation: Subject to terracing.
Aspect	North, north-east and north-west	East, west, south-east, south-west	South	South, full shade	Westerly aspect.
Exposure	Full sun and/or high wind or minimal shading	Dappled light (partial shade)	Limited light, little wind to heavily shaded all day	Perpetual shade	Partial shade from nearby trees.
Slope Form	Convex or divergent side slopes	Straight sided slopes	Concave or convergent side slopes	Locally depressed	After terracing.
Slope gradient:					
Trench systems	<5%	5% to 10%	10% to 15%	>15%	26% grade: limiting for trenches.
Subsurface irrigation	<10%	10% to 30%	30% to 40%	>40%	26% grade: requires terracing.
Site drainage: runoff/run-on	LAA backs onto crest or ridge	Moderate likelihood	High likelihood	Cut-off drain not possible	Cut-off drain required.
Landslip ⁶	Potential	Potential	Potential	Existing	Unremarkable
Erosion potential	Low	Moderate	High	No practical amelioration	If surrounds undisturbed and stabilised with gypsum and vegetation. LAA to be terraced.
Flood/inundation	Never		<1%AEP	>5% AEP	Unremarkable
Distance to surface waters (m)	Buffer distance complies with Code requirements		Buffer distance does not comply with Code requirements	Reduced buffer distance not acceptable	LAA located at least 50m from surface waters
Distance to groundwater bores (m)	No bores on site or within a significant distance	Buffer distances comply with Code	Buffer distances do not comply with Code	No suitable treatment method	No bores within a significant distance.
Vegetation	Plentiful/healthy vegetation	Moderate vegetation	Sparse or no vegetation	Propagation not possible	Terraces to be vegetated with a rye/clover mix.
Depth to water table (potentiometric) (m)	>2	2 to 1.5	<1.5	Surface	Water table 10+m.
Depth to water table (seasonal perched) (m)	>1.5	<0.5	0.5 to 1.5	Surface	Perching possible. (Install cut-off drain).
Rainfall ⁷ (9 th decile) (mm)	<500	500-750	750-1000	>1000	Limiting for trench systems. Non-limiting for subsurface irrigation.
Pan evaporation (mean) (mm)	1250 to 1500	1000 to 1250	750 to 1000	<750	Design by water balance.
SOIL PROFILE CHARACTERISTICS					
Structure	High or moderately structured	Weakly structured	Structureless, massive or hardpan		Improve and maintain structure by gypsum application.
Fill materials	Nil or mapped good quality topsoil	Mapped variable depth and quality materials	Variable quality and/or uncontrolled filling	Uncontrolled poor quality/unsuitable filling	No fill encountered.
Thickness: (m)					
Trenches and beds	>1.4		<1.4	<1.2	Limiting for trench systems.
Subsurface irrigation	1.5+	1.0 to 1.5	0.75 to 1.0	<0.75	Non-limiting for irrigation systems if terraced.
Permeability ⁸ (limiting horizon) (m/day)	0.15-0.3	0.03-0.15 0.3-0.6	0.01-0.03 0.6-3.0	>3.0 <0.03	After renovation; design by water balance
Permeability ⁹ (buffer evaluation) (m/day)	<0.3	0.3-3	3 to 5	>5.0	Evaluate flow times via Darcy's Law (assume 1m/day for metasediments)
Stoniness (%)	<10	10 to 20	>20		Unremarkable (not relevant).
Emerson number	4, 5, 6, 8	7	2, 3	1	Non-dispersive and dispersive clay fraction. Apply gypsum to maintain stable peds.
Dispersion Index	0	1-8	8-15	>15	Non-dispersive and dispersive clay fraction. Apply gypsum to maintain stable peds.
Reaction trend (pH)	5.5 to 8	4.5 to 5.5	<4.5>8		Ideal range for grasses.
E.C. (dS/m)	<0.8	0.8 to 2	2-4	>4.0	Non-limiting.
Free swell (%)	<30	30-80	80-120	>120	Low-swelling clay fraction.

There are high risk and limiting factors for primary effluent trench systems (rainfall, profile thickness, colloid stability, slope and available area).

There are no limiting factors for irrigation systems (after terracing).

⁶ Landslip assessment based on proposed hydraulic loading, slope, profile characteristics and past and present land use.

⁷ 9th decile monthly rainfalls used in water balance analyses.

⁸ Saturated hydraulic conductivity from insitu testing and data base.

⁹ Saturated hydraulic conductivity estimated from A.S./N.Z.S.1547:2012 and data base.

**MAJOR FACTORS INFLUENCING THE LIKELIHOOD OF CONSEQUENTIAL IMPACTS
OF PRIMARY ON-SITE WASTEWATER MANAGEMENT SYSTEM¹⁰**

LAND FEATURE	RISK RATING			RISK RATING	REMARKS
	LOW	MEDIUM	HIGH		
Distance to reservoir (km)	>15	2-15	<2	1	30+ kilometres to Cairn Curran Reservoir.
Soil type rating (from Appendix C1)	1	2	3	3	Dispersive, shallow profile.
Distance to river (m)	>80	40-80	<40	1	At least 32km to Loddon River.
Distance to stream (m)	>80	40-80	<40	2	At least 50m to nearest watercourse.
Distance to drain (m)	>40	10-40	<10	1	At least 50m to drainage depression.
Lot size (ha)	>10	2-10	0.2-2	3	1,543m ² .
Density (houses/km ²)	<20	20-40	>40	2	Less than 40 existing and potential dwellings per km ² of subcatchment.
LCA rating (from Appendix C1)	1 (LOW)	2 (MEDIUM)	3 (HIGH)	3	See Appendix C1, above
System fail rate (%)	<5	5-10	>10	3	Moderately close to boundary, well connected to reservoir system.

APPENDIX C3

CALCULATED COMBINED RISK NUMBER

As part of the development of the Mansfield Shire WWMP Pilot Study, Dr Robert Edis identified major factors which influence the level of risk posed by an on-site system. These factors have a differing level of importance, or weighting, when considered relative to other factors and that the interaction between factors must also be considered.

The individual factors can be rated as **low risk** (Rn<2.5) which reflects the range in which there is no expected consequential impact on water quality, **medium risk** (Rn2.5-5) which reflects the range in which the factor may influence the risk to water quality, though as a minor component of the overall risk, and **high risk** (Rn>5) which represents a significant influence on the risk to water quality.

The Edis risk algorithm weights the major factors appropriately in the context of protecting the integrity of the potable water supply, as shown below:

$$R_n = ((R_{Res} + R_{Soil}) \times (R_{Riv} + R_{Str} + R_{Drain} + R_{Lot}) + (2 \times R_{LCA}) + (3 \times R_{Fail} \times R_{Den}))/10$$

where

R_n = Combined Risk Number,

R_{Dres} = Distance to reservoir risk rating

R_{Soil} = Soil (or Land-Soil) risk rating

R_{Driv} = Distance to river risk rating

R_{Dstr} = Distance to stream risk rating

R_{Drain} = Distance to drain risk rating

R_{Lot} = Lot size risk rating

R_{LCA} = Land capability assessment risk rating (from Appendix C1)

R_{Fail} = System fail rate risk rating

R_{Dens} = Density of development risk rating

The combined risk number for this site is **5.2 (High Risk) with limiting factors for trenches**.

The results of the land capability assessment and risk analysis indicate that primary effluent and trench and irrigation systems are not appropriate for this site (particularly with respect to soil limitations).

The risk can be reduced to negligible levels if effluent is treated to a secondary level and disposed via pressure compensated subsurface irrigation, as described in Section 2 of the land capability assessment.

¹⁰ Source: *Approaches for Risk Analysis of Development with On-site Wastewater Disposal in Open, Potable Water Catchments* (Dr Robert Edis April 2014)

APPENDIX D
MANAGEMENT PLAN

MANAGEMENT PLAN
FOR
ON-SITE EFFLUENT DISPOSAL
VIA
TERRACED SUBSURFACE IRRIGATION
AT
13 CONNELLS GULLY ROAD, HEPBURN

1. INTRODUCTION

This document identifies the significant land-soil unit constraints (as identified in A220606) and their management and day-to-day operation and management of the on-site effluent system.

2. SIGNIFICANT LAND-SOIL UNIT CONSTRAINTS

2.1 Allotment Size. The day-to-day operation and management of on-site effluent systems, as described below, is not constrained by lot size or geometry.

Although all requirements of *the Environment Protection Act, 2017, as amended* have been met or exceeded through conservative design, prudence dictates that individual lot owners assiduously follow the management programme given in Section 4, below.

2.2 Nitrogen Attenuation. To reduce nitrates to insignificant levels, the effluent should not contain more than 30mg/litre total nitrogen.

Provided the irrigation areas are at least as large as those required to satisfy the nitrogen loading, as described in A220606 Sections 1.3.1.13, 1.3.2.13 and 2.2.3.2, and that the (specified) grass is cut and (periodically) harvested, nitrogen will be attenuated on-site.

2.3 Hydraulic Conductivity. The soils of this site are dispersive, low-swelling clays with a low to moderate hydraulic conductivity. The hydraulic conductivity is significantly influenced by soil structure, soil colloid stability and swell characteristics. Breakdown or reduction of these soil parameters over time may manifest as reduced performance of the irrigation system. The monitoring and inspection regime detailed in Section 4.7.2, below, should be adhered to.

2.4 Site Drainage. Our recommendations for on-site effluent disposal have allowed for incident rainfall (not surface flow or lateral subsurface flow) and are conditional on the installation of a cut-off drain, which should be placed upslope of the disposal area. Care should be taken to ensure that the intercepted and diverted surface waters and any perched groundwater are discharged well away and down slope of the disposal field (see A220606, Drawing 3).

This diverted water should also be discharged in a manner to avoid scouring and/or erosion. It may be appropriate to discharge the water onto a stone/rubble dissipation area.

The owner should also ensure that any upslope land-soil unit works do not divert and/or concentrate surface water flows onto the disposal area.

2.5 Vegetation. The effluent disposal areas have been sized via water balance analyses utilising crop factors for pasture (rye/clover mix).

3. THE ONSITE EFFLUENT SYSTEM

The onsite effluent system consists of the influent (toilets, kitchens, bathroom, laundry), a load balancing tank/facility, the treatment plant/sand filter (a device to treat the effluent to at least the 20/30 standard), the irrigation network including effluent distribution system (delivery pipes and drippers), prescribed vegetation, associated infrastructure (cut-off drains, outfall areas, fencing), a service and maintenance programme and on-going management.

4 MANAGEMENT

The owner is required to understand (and ensure that tenants/users understand) that sustainable operation of the onsite effluent system is not automatic. Sustainable operation requires on-going management, as outlined below.

4.1 Effluent. Effluent will be generated from a residence.

4.1.2 Effluent Quality. Effluent should be treated to a standard that meets or exceeds the water quality requirements of the 20/30 standard.

4.1.3 Effluent Quantity. The daily load-balanced effluent volume of 450 litres has been calculated from *Code of Practice - Onsite Wastewater Management*, E.P.A. Publication 891.4, July 2016, Table 4 and assumes mains water equivalent with WELS-rated water-reduction fixtures and fittings – minimum 4 Stars for dual-flush toilets, shower-flow restrictors, aerator taps, flow/pressure control valves and minimum 3 Stars for all appliances.

4.2 AWTS/Sand Filter. For onsite disposal, it is assumed that the design, construction, operation and maintenance are carried out in accordance with *AS/NZS1547:2012* and a “system specific” JAS/ANZ accreditation or interim EPA approval, as appropriate.

4.3 Irrigation Area. An irrigation area and application rate have been determined from the results of the water and nutrient balance analyses and *AS/NZS 1547:2012, Appendix M*.

4.3.1 Effluent Area Requirement. For the design daily effluent flows per residence and to satisfy the requirement for no surface rainwater flow in the 9th decile wet year and on-site attenuation of nutrients, the effluent should be applied to a daily application rate of 1.7mm. Effluent distribution is as detailed in Section 4.3.2, below.

In case of an increase in effluent production through the chain of ownership, there is sufficient area available for duplicating/extending the irrigation areas.

Any landscaping and/or planting proposals require endorsement from the Hepburn Shire Council.

4.3.2 Distribution System. The distribution system must achieve controlled and uniform dosing over the irrigation area. A small volume of treated effluent should be dosed at predetermined time intervals throughout the day via a pressurised piping network that achieves uniform distribution over the entire irrigation area.

Uniform delivery pressure of the effluent throughout the distribution system is essential. Drip rates should not vary by more than 10% from the design rate over the whole of the system.

To minimise uneven post-dripper seepage, the distribution pipes must be placed parallel with slope contours.

Line spacing shall be no closer than 1000mm under any circumstances.

To facilitate the creation of transient aerobic and anaerobic soil conditions we recommend that as part of the daily irrigation process, the effluent area be irrigated sequentially by zones or time.

4.3.3. Soil Renovation. To maintain water-stable peds (under irrigation with saline effluent), soil renovation in the form of gypsum application is recommended. Prior to the placement of the terrace fill materials, gypsum shall be broadcast over the effluent area at the rate of 0.5kg/m².

Following placement of terrace fill materials and surface smoothing, gypsum shall be broadcast over the effluent area surface at the rate of 0.25kg/m².

Gypsum shall be reapplied at a rate of 0.25kg/m² every 4 years.

Gypsum is to be fine ground "Grade 1" agricultural quality.

4.3.4 Buffer Distances. The water balance analysis has shown that potential surface rainwater flows from the effluent area would be restricted to episodic events.

The estimated hydraulic properties of the upper soil materials and hydraulic gradient (equivalent to the ground slope and regional gradients) have been used to evaluate (via Darcy's Law) the buffer distances with respect to subsurface flows.

Our analysis and evaluation have shown that the default setback distances given in *Code of Practice - Onsite Wastewater Management*, E.P.A. Publication 891.4, July 2016, Table 5 are conservative and can be applied without amendment.

For a building located downslope of an effluent field, your engineer should evaluate the integrity of building foundations with respect to the assigned buffer distance.

Buffer distances are to be applied exclusive of the irrigation areas.

4.3.5 Buffer Planting. All downslope (Title inclusive) buffers may be required to filter and renovate abnormal surface discharges. Hence, they are to be maintained with existing or equivalent groundcover vegetation.

4.3.6 Buffer Trafficking. Buffer trafficking should be minimised to avoid damage to vegetation and/or rutting of the surface soils.

Traffic should be restricted to 'turf' wheeled mowing equipment and to maintenance, monitoring and inspections by pedestrians, where possible.

4.4 Vegetation. The system design for on-site disposal includes the planting and maintenance of suitable vegetation, as specified in A220606 and/or similar documents.

Specifically, the irrigation areas have been sized (in part) utilising crop factors and annual nitrogen uptake for a rye/clover eq mix.

The grass needs to be harvested (mown and periodically removed from the irrigation area).

Where a variation to recommended grass species is proposed, it must be demonstrated that the nitrogen uptake and crop factors are met or exceeded.

4.5 Verification. The Council is to be satisfied that the effluent system has been constructed as designed.

4.6 Associated Infrastructure. The following items are an integral part of the onsite effluent system.

4.6.1 Cut-off drains. Cut-off drains are designed to prevent surface and near-surface water flows from entering the effluent area. They should be constructed and placed around the effluent area, as detailed in Drawings 2 and 3.

4.6.2 Outfall areas. All pipe outfalls should be at grade and designed to eliminate scour and erosion.

A grassed outfall would normally be adequate. However, should monitoring and inspections reveal rill or scour formation, the outfall will need to be constructed so that energy is satisfactorily dissipated.

Should this situation occur, professional advice is to be sought.

4.6.3 Fencing. The disposal area is to be a dedicated area. Adequate fencing must be provided to prevent stock, excessive pedestrian and vehicular movements over the area.

4.6.4 Terraces. The land application is to be regraded by terrace construction, as described in A220606 Section 2.2.9, above.

4.7 Service and Maintenance Programme. The minimum requirements for servicing and maintenance are set out in the relevant JAS/ANZ accreditation or interim EPA approval and the manufacturer's recommendations.

4.7.1 Treatment Plant/Sand Filter. Aerated treatment plants and sand filters should be serviced at least one time per year (or as recommended in the JAS/ANZ accreditation or interim EPA approval) and the effluent should be sampled and analysed as required by the JAS/ANZ accreditation or interim EPA approval. The local authority is to ensure compliance.

The manufacturer's recommendations are to be followed. Generally, low phosphorous and low sodium (liquid) detergents should be used. Plastics and other non-degradable items should not be placed into the tanks. Paints, hydrocarbons, poisons etc should not be disposed of in sinks or toilets. Advice from a plumber should be obtained prior to using drain cleaners, chemicals and conditioners. It is important to ensure that grease does not accumulate in the tanks or pipes. Grease and similar products should be disposed of by methods other than via the on-site effluent system.

4.7.2 Monitoring and Inspections. We recommend that the mandatory testing and reporting as described in the *Code of Practice - Onsite Wastewater Management*, E.P.A. Publication 891.4, July 2016, include an annual (post spring) and post periods of heavy and/or prolonged rainfall report on the functioning and integrity of the distribution system and on the functioning and integrity of the cut-off drains, outfall areas and soil media.

The effluent areas should be regularly inspected for excessively wet areas and vegetation integrity.

The inspection regime described in A220606, Section 2.2.7, should be strictly adhered to.

The effluent areas should be regularly inspected for excessively wet areas and vegetation integrity.



Paul R. WILLIAMS B.App.Sc.
**PRINCIPAL HYDROGEOLOGIST
& ENGINEERING GEOLOGIST**

ⁱ Dr Nick O'Brien (Research Fellow, School of Botany, University of Melbourne, 2000: *Comment on the irrigation of remnant native vegetation with municipal effluent associated with the proposed subdivision at the rear of 111 Hall Road, North Ringwood.*

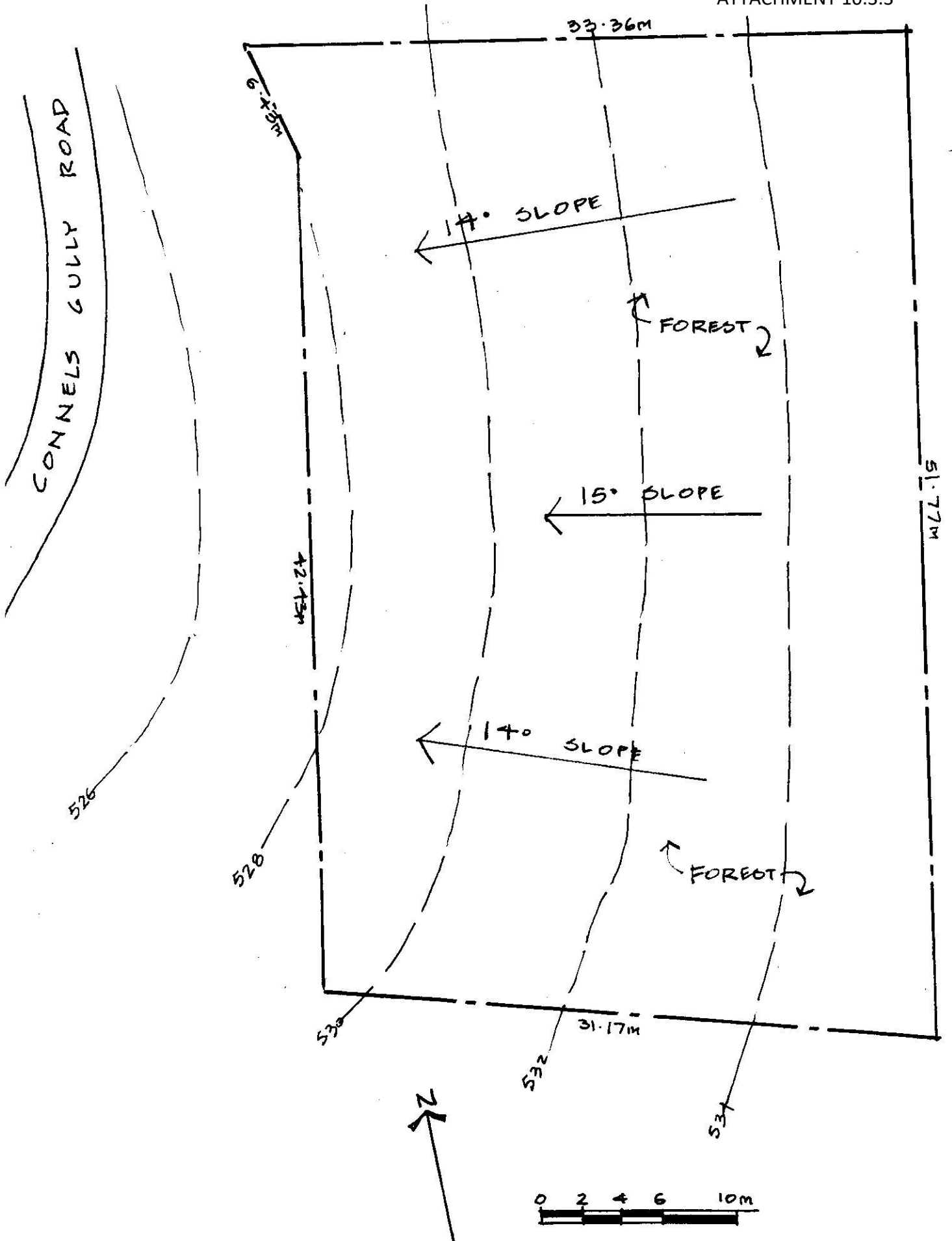


FIGURE 1 EXISTING CONDITIONS PLAN

13 Connells Gully Rd Daylesford

Ref No.22.196 September 2022 1 : 250

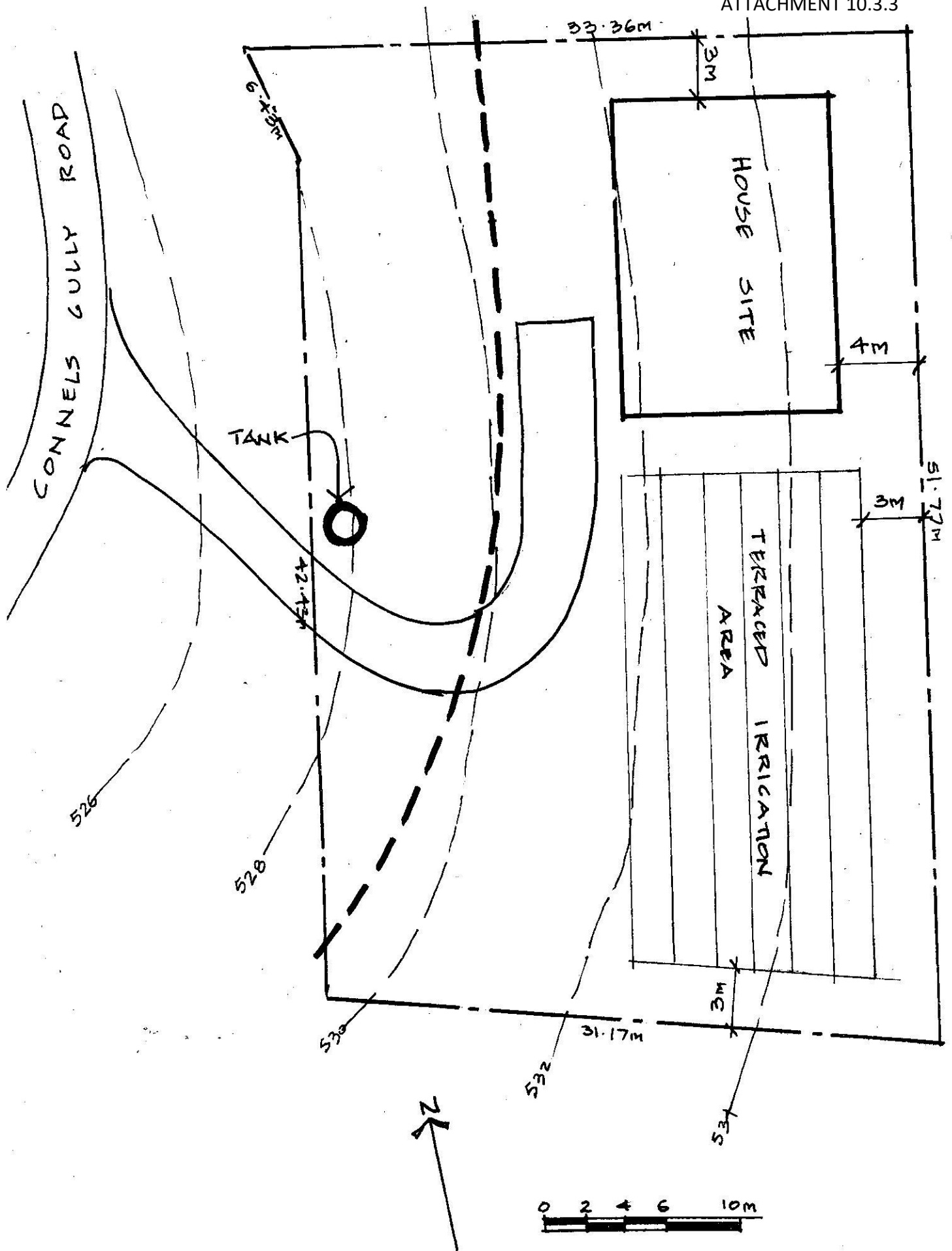
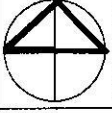


FIGURE 2 PROPOSED SITE PLAN

13 Connells Gully Rd Daylesford

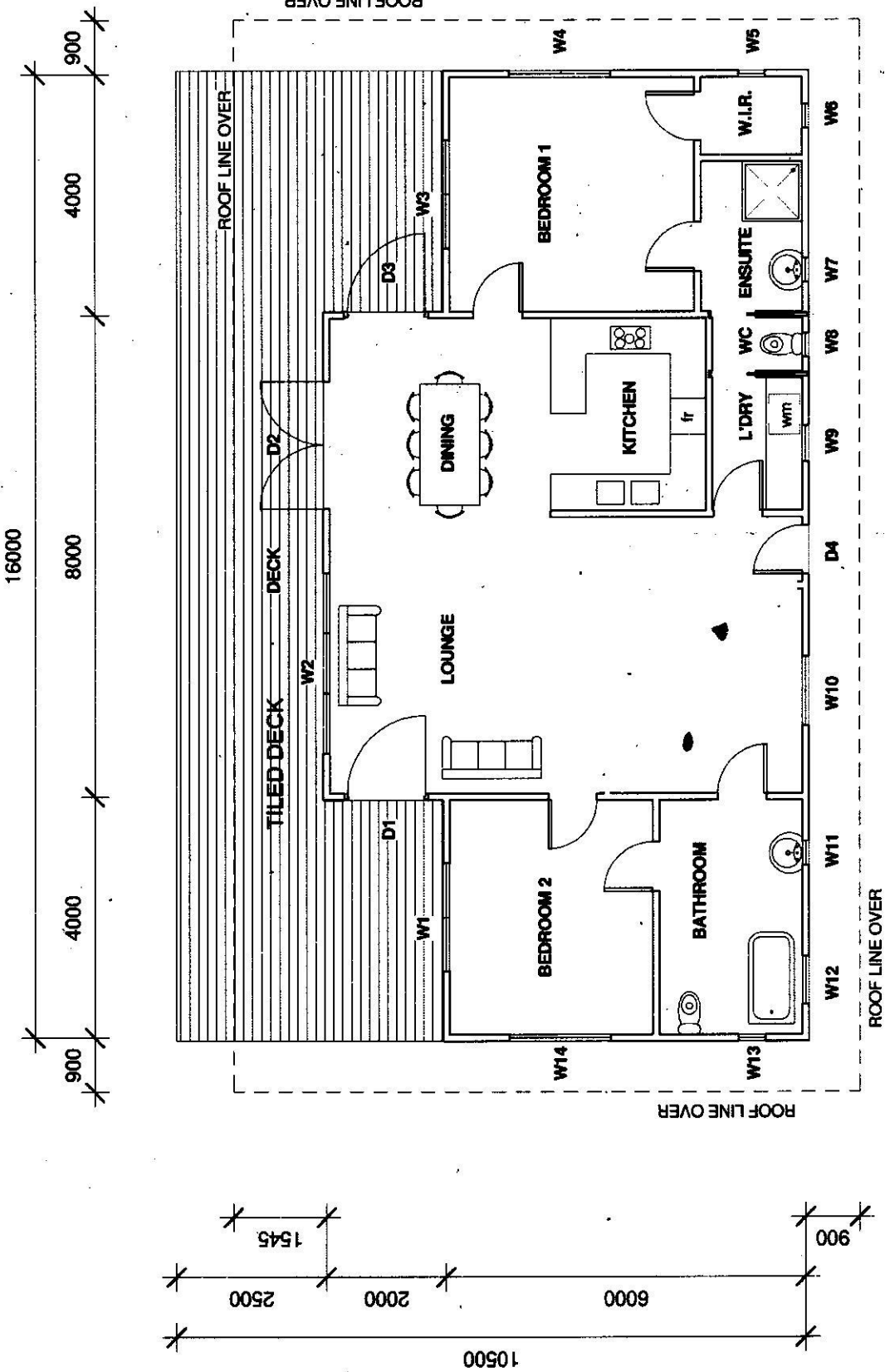
Ref No.22.196 September 2022 1 : 250

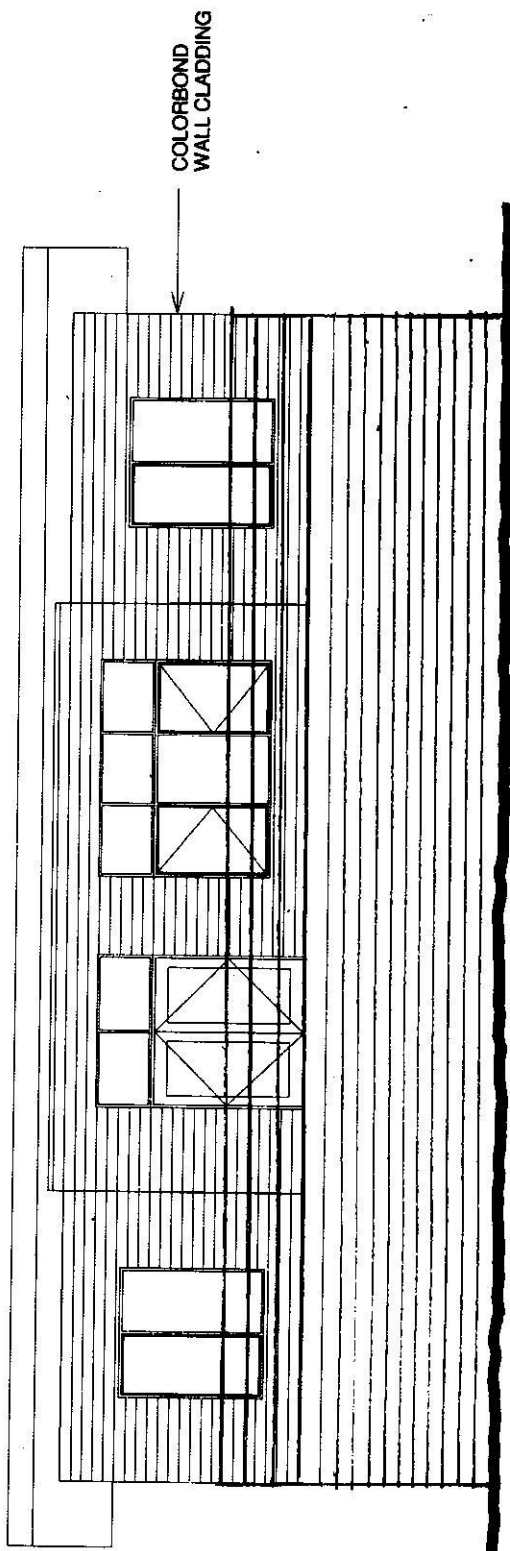
	Drg. No.	10.3.3
	Date	Sept 2022
Scale	1 : 100	

PROPOSED FLOOR PLAN

Client's Name
Linda Nott
 Project Address
13 Connells Gully Rd Daylesford

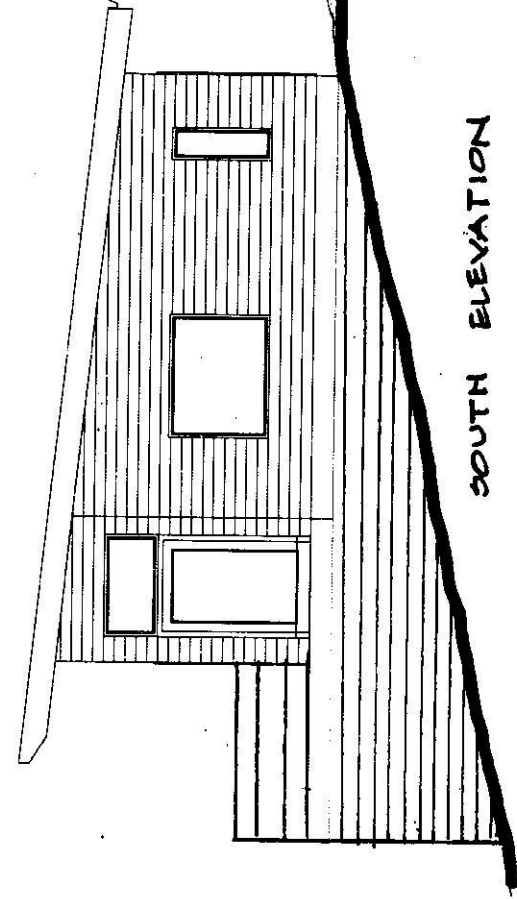
Sam Thompson
Regional Planning & Design Pty Ltd
 64 Pine Court, Porcupine Ridge 3461
 s.thompsondesign@bigpond.com
 03 5348 1285 0447 073 107





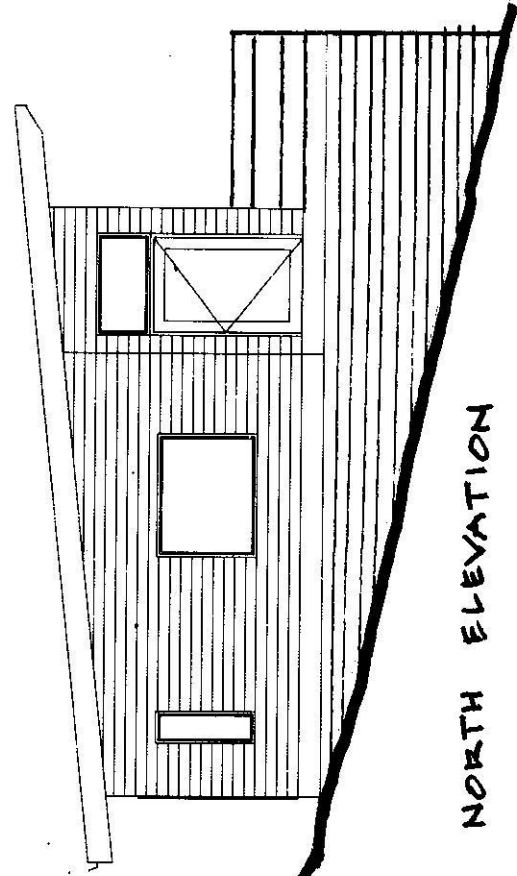
WEST ELEVATION

4000
2500



SOUTH ELEVATION

4000
2500



NORTH ELEVATION

300
2900

<p>Sam Thompson Regional Planning & Design Pty Ltd 64 Pine Court, Porcupine Ridge 3461 s.thompsondesign@bigpond.com 03 5348 1285 0447 073 107</p>	<p>Client's Name Linda Nott Project Address 13 Connells Gully Rd Daylesford</p>	<p>ELEVATIONS</p>
<p>Drg. No. 4</p>	<p>Date Sept 2022</p>	<p>Scale 1 : 100</p>

Doc code: 22/17675 Sect 55 2022-11-02
Your ref: PLN22/0304

2nd November 2022

Julie Brown
Planning Officer
Hepburn Shire Council
P.O. Box 21
DAYLESFORD VIC 3460

Dear Julie,

Application for Planning Permit, Construction of a dwelling with on-site waste water disposal, 13 Connells Gully Road, Daylesford.

We refer to your letter received 6th October 2022 and advise that in accordance with Section 56(1)(b) of the Planning and Environment Act.

Central Highlands Water does not object to the granting of any permit that may issue but makes the following observations.

- The land is not within CHW's Daylesford sewerage district and reticulated sewerage is not available.
- The land is also not within a drinking water catchment that CHW draws water from, however it appears to be in a proclaimed catchment that GMW has an interest in.
- CHW notes the land is relatively small and has other constraints for on-site wastewater disposal including its proximity to a waterway.

Yours faithfully,



Casey Boucher
Senior Officer Planning

TOWN PLANNING REFERRALS

ENGINEERING CONDITIONS

Application No	:	PLN22 - 0304
File	:	102601P
Property No	:	102601
Address of Land	:	13 Connells Gully Road, Daylesford
Description	:	Construction of Dwelling

1. Stormwater Drainage

- All stormwater discharged from the subject land shall be connected to the legal point of discharge to the satisfaction of the Responsible Authority. No concentrated stormwater shall drain or discharge from the land to adjoining properties.

2. Road Upgrade Works

- It is the responsibility of this permit holder(s) to construct and maintain the unmaintained/unmade Connells Gully Road from a maintained road network (i.e. from the Western Boundary of 8 Connells Gully Road to the subject land to the satisfaction of Responsible Authority.
- Prior to the commencement of use, the road shall be formed, drained and surfaced in accordance with detailed plans and specifications prepared by the Land Owner/s and approved by the Responsible Authority.
- The road shall be designed and constructed to relevant Australian and VicRoads standards and in accordance with the requirements of Infrastructure Design Manual (IDM) and IDM standard drawing SD600.
- Road shall comprise of;
 - 4.0m pavement width comprising;
 - Minimum 200mm compacted depth class 3 20mm FCR sub-base
 - Minimum 100mm compacted depth class 2 20mm FCR base
 - Or
 - 300mm compacted depth approved gravel sub base
 - Table drains and culverts including pipe culverts at road intersections as required
- The developer shall prepare all documents required for obtaining approval from Dja Dja Wurrung Clans Aboriginal Corporation for road works and submitted to the Responsible Authority for forwarding them to the Dja Dja Wurrung Clans Aboriginal Corporation. All costs incurred in complying with the Dja Dja Wurrung Clans Aboriginal Corporation requirements shall be borne by the developer.

3. Access

- Vehicle access/crossing to the land is to be located, constructed and maintained to the satisfaction of the Responsible Authority.
 - Prior to the occupation the following will be constructed for approval.
 - Vehicle access/crossing is to be constructed in accordance with Infrastructure Design Manual Standard Drawing SD 255 or to approval of responsible authority.
 - Vehicle access/crossing to the land shall be located so that adequate sight distance is achieved to comply with Australian Standard AS2890.1:2004 Section 3.2.4 and as specified in Ausroad's Guide to Road Design Part 4A Section 3.4 - 'Sight Distance at Property Entrance'.
 - Minimum 10.0m and 9.0m clearance shall be maintained from any road intersection and between adjacent crossovers respectively.
 - Any proposed vehicular crossing shall have satisfactory clearance to any side-entry pit, power or Telecommunications pole, manhole cover or marker, or street tree. Any relocation, alteration or replacement required shall be in accordance with the requirements of the relevant Authority and shall be at the applicant's expense.
 - The final location and construction of the vehicle crossing is to be approved by the Responsible Authority via a "Consent to Work within the Road Reserve", prior to the undertaking of works.
4. All works must construct and complete prior to commencement of use.
5. All costs incurred in complying with the above conditions shall be borne by the permit holder.

Prepared by: Ashley Goad – Engineering Development Officer
Date: 24/10/2022

Note to planner: The Developer needs to be aware of the requirements for obtaining a LUAA prior to upgrading the road additionally that there are significant changes to the cost for community benefits and at a minimum the process would take 6 months if a type B LUAA is required.



cfa.vic.gov.au

Our patron, Her Excellency the Honourable Linda Dessau AC, Governor of Victoria

CFA Community Preparedness
8 Lakeside Drive Burwood East Vic 3151
Email: firesafetyreferrals@cfa.vic.gov.au

CFA Ref: 15000-77859-124416
Council Ref: PLN22/0304

28 November 2022

Julie Brown
Hepburn Shire Council
PO BOX 21
DAYLESFORD VIC 3460
shire@hepburn.vic.gov.au

Dear Julie,

LETTER OF ADVICE

Application No: PLN22/0304
Site Address: 13 Connells Gully Road, Daylesford
Proposal: Construction of a dwelling with on site waste water disposal

I refer to correspondence dated 18 November 2022 seeking comments on the above application.

- The subject land is located in a landscape of significant risk. Fires have the potential to grow for many hours through heavily forested areas before impacting the site and egress to a place of safety is not certain. This aligns with a Type 4 or Type 3 landscape as described in the Department of Environment, Land, Water and Planning's Technical Guide titled "*Planning Permit Applications Bushfire Management Overlay*" (2017).
- A high level of conservatism should be taken when assessing a planning permit application in such a landscape to ensure that the State's bushfire planning objectives are achieved (clause 13.02-1S of the Hepburn Planning Scheme).
- The proposal to construct a dwelling that would be exposed to direct flame contact, in a landscape of extreme risk and where the access/egress to the site is poor, is unlikely to meet the State's bushfire planning objectives at clause 13.02-1S of the Scheme.
- It is acknowledged that the property is zoned Low Density Residential Zone and the requirements of 'Pathway 1' within Clause 53.02-1 apply. However, consistent with the VCAT decision of *Department of Environment, Land, Water and Planning v Yarra Ranges SC (Red Dot) [2019] VCAT 323*, the ability to meet the requirements in clause 53.02 does not automatically mean that the overarching objective at clause 13.02-1S of the Scheme will be met.

If you wish to discuss this matter in more detail, please do not hesitate to contact Andrew Ganey on 03 9262 8754.

Yours sincerely,



Andrew Ganey
Bushfire Planning Advisor
Fire Risk, Research & Community Preparedness

cc: s.thompsondesign@bigpond.com

GMW Ref: PP-22-01205
Doc ID: A4513476

Hepburn Shire Council
Planning Department
shire@hepburn.vic.gov.au

28 October 2022

Dear Sir and/or Madam,

Planning Permit Application - Accommodation - Dwelling

Application No. PLN22/0304
Applicant: Linda Carol Nott
Location: 13 Connells Gully Road DAYLESFORD VIC 3460
 V 9150 F 330 CA 34 Sect 26 Wombat

Thank you for your letter and information received 06 October 2022 in accordance with Section 55 of the *Planning and Environment Act 1987*.

Goulburn-Murray Water's (GMW's) areas of interest are surface water and groundwater quality, use and disposal. GMW requires that development proposals do not impact detrimentally on GMW's infrastructure and the flow and quality of surface water and groundwater. Applicants must ensure that any required water supplies are available from an approved source.

The property is located in the Cairn Curran Special Water Catchment area. GMW understands the applicant is seeking planning permission for a 2 bedroom dwelling. The subject land is zoned Low Density Residential and has an area of ~0.16ha. A drainage line which is a tributary of Sailors Creek to the west is located in the south west corner of the land. The site has a number of constraints with regard to on-site wastewater management including small land size, high rainfall, heavy clay soils, high slopes and the vegetation coverage. A small dwelling is however proposed which will reduce the volume of wastewater discharged and mitigate risk.

Based on the information provided and in accordance with Section 56 (b) of the *Planning and Environment Act 1987*, Goulburn-Murray Water has no objection to this planning permit being granted subject to the following conditions:

1. All construction and ongoing activities must be in accordance with sediment control principles outlined in 'Construction Techniques for Sediment Pollution Control' (EPA, 1991).
2. The dwelling must contain no more than two bedrooms (or rooms that can be used as bedrooms)



3. All wastewater from the proposed dwelling must be treated to a standard of at least 20mg/L BOD and 30mg/L suspended solids using a package treatment plant or equivalent. The system must be an EPA approved system, installed, operated and maintained in accordance with the relevant EPA Code of Practice and Certificate of Conformity.
4. The wastewater disposal area must be located at least 100 metres from the nearest waterway, 60 metres from any dams, 40 metres from any drainage lines and 20 metres from any bores. Reduced setbacks may be applied in accordance with the requirements of the current EPA – Code of Practice On-site Wastewater Management, Publication 891.4, July 2016, where wastewater is treated to a secondary standard.
5. The wastewater disposal area must be kept free of buildings, driveways, paths and service trenching and must be planted with appropriate vegetation to maximise its performance. Stormwater must be diverted away.
6. Prior to the building permit being issued, the owner must enter into an agreement with the Responsible Authority and Goulburn-Murray Water under Section 173 of the Planning and Environment Act requiring that:
 - a. If a community effluent disposal system or reticulated sewerage system becomes available, all wastewater from the dwelling must be disposed of via this system and the on-site treatment and disposal system must be decommissioned.
 - b. Unless connected to the reticulated sewerage system, a dwelling on this land must contain no greater than two bedrooms (or rooms that can be used as bedrooms).
 - c. Outbuildings must not contain any plumbing fixtures that allow for the generation of wastewater.
 - d. The wastewater treatment and disposal facility be installed, operated and maintained as required by the EPA.
 - e. The owner shall meet the cost of the registration of the agreement on the title of the land.
 - f. This agreement is cancelled if (a) above is satisfied.
7. The owner must provide evidence of registration of the Section 173 Agreement to Goulburn-Murray Water within three months of this occurring.

If you require further information please e-mail planning.referrals@gmwater.com.au or contact 1800 013 357.

Yours sincerely

Ranine McKenzie
STATUTORY PLANNING PARTNER
Per: *Destiny-Joy Kelly*

11 A HEALTHY, SUPPORTED, AND EMPOWERED COMMUNITY

11.1 IMPLEMENTATION OF CAT CURFEW

Go to 00:48:56 in the meeting recording to view this item.

DIRECTOR INFRASTRUCTURE AND DELIVERY

In providing this advice to Council as the Coordinator Health and Community Safety, I Lisa Sparkes have no interests to disclose in this report.

ATTACHMENTS

- Nil

EXECUTIVE SUMMARY

The purpose of this report is for Councillors to consider the implementation of a Cat Curfew Program from 1 July 2023 as per Objective 2 of the Domestic Animal Management Plan 2021-2025 (DAMP), which includes but is not limited to the following activities:

Objective 2: Develop and implement a Cat Curfew Program that includes education, after hours procedures and enforcement actions.

Activities:

- *Develop a cat curfew program and draft a cat curfew policy – 2022/2023*
- *Implement actions of the cat curfew policy once it has been adopted – July 2023*
- *Work towards development of a 24-hour cat confinement policy – 2025*

The current objective and associated activities and timelines, allows sufficient time to consider and plan for the effective rollout of a 24-hour cat containment program in the future.

OFFICER'S RECOMMENDATION

That Council:

- 1. Introduces a Dusk to Dawn Cat Curfew as per the Domestic Animal Management Plan 2021-2025 effective 1 July 2023;*
- 2. Commits to taking a strong stance on cat regulations and protection of animal welfare and the environment and will work towards development of a 24-hour cat containment policy in 2025 and;*
- 3. Endorses the following Cat Curfew Order which will be published in the Government Gazette and will become enforceable from 1 July 2023:*

‘In accordance with the provisions of sections 25 and 26 of the Domestic Animals Act 1994, from 1 July 2023 all cats within the municipality must be securely confined to their owner's property between the hours of sunset to sunrise as defined on Council’s website, unless securely contained or controlled. This order covers all areas of the municipality.’

MOTION

That Council:

1. *Introduces a Dusk to Dawn Cat Curfew as per the Domestic Animal Management Plan 2021-2025 effective 1 July 2023;*
2. *Commits to taking a strong stance on cat regulations and protection of animal welfare and the environment and will work towards development of a 24-hour cat containment policy in 2025 and;*
3. *Endorses the following Cat Curfew Order which will be published in the Government Gazette and will become enforceable from 1 July 2023:*

‘In accordance with the provisions of sections 25 and 26 of the Domestic Animals Act 1994, from 1 July 2023 all cats within the municipality must be securely confined to their owner's property between the hours of sunset to sunrise as defined on Council’s website, unless securely contained or controlled. This order covers all areas of the municipality.’

Moved: Cr Don Henderson

Seconded: Cr Lesley Hewitt

Carried

Voted for: Cr Brian Hood, Cr Don Henderson, Cr Jen Bray, Cr Juliet Simpson, Cr Lesley Hewitt, Cr Tessa Halliday and Cr Tim Drylie

Voted against: Nil

Abstained: Nil

BACKGROUND

Council adopted the Domestic Animal Management Plan 2021-2025 (DAMP) at the October 2022 Council Meeting. One of the major highlights of this plan is *Objective 2: Develop and implement a Cat Curfew Program that includes education, after hours procedures and enforcement actions.*

There are a number of activities associated with this objective, some of which include:

- Develop a cat curfew program and draft a cat curfew policy.
- Implement actions of the policy by July 2023.
- Work towards development of a 24-hour cat confinement policy by 2025.

The Community Safety Team have commenced the roll out of the initial stage of the Cat Curfew Program which is the introduction of a Dusk to Dawn Cat Curfew which will be in place from 1 July 2023 throughout the Shire.

KEY ISSUES

In preparation of the introduction of the Dusk to Dawn Cat Curfew, the following actions have been taken:

- A draft Cat Management Policy has been developed.
- A Communication Plan has been developed.
- Information regarding the introduction of the cat curfew was included with all animal registration renewal notices in March 2023.
- Additional cat cages have been ordered to support the existing Cat Trapping Program.
- Education material is currently being developed and reviewed.

To enable the implementation and enforcement of the Dusk to Dawn Curfew, Officers are seeking the support of Councillors to endorse a Dusk to Dawn Cat Curfew Order with an aim to have the Order published in the Government Gazette prior to 1 July 2023.

Officers are committed to taking a strong stance on cat regulation and the protection of animal welfare and our environment. Therefore, officers will continue to work towards development of a 24-hour cat containment policy.

The current timeline of activities outlined in the DAMP allows sufficient time for pet owners and Council to consider and plan for the effective implementation of a 24-hour cat containment program. Therefore, it is recommended that the current timeline remains in place with the understanding that the Dusk to Dawn Cat Curfew is an introduction to stronger cat regulations and will be used as a chance to support and educate the community and increase compliance in regard to cat registration.

POLICY AND STATUTORY IMPLICATIONS

Council Plan 2021-2025

A Healthy, Supported and Empowered Community

2.2 Increase the availability and accessibility of services in the Hepburn Shire area to support liveability, health and wellbeing.

GOVERNANCE ISSUES

The implications of this report have been assessed in accordance with the requirements of the Victorian Charter of Human Rights and Responsibilities.

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications associated with this report.

FINANCIAL IMPLICATIONS

There are minimal financial implications with introducing this initial Dusk to Dawn curfew and will be covered from with existing operational budgets.

Should Council progress to a 24-hour confinement policy, additional cost and resource implications will be required and these will be considered as part of developing a 24-hour confinement policy.

RISK IMPLICATIONS

There may be some small reputational risks associated with implementing a dusk to dawn however these will be managed as part of the implementation plan and are offset by the animal welfare and environmental benefits being achieved.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The community engagement undertaken in developing the DAMP identified strong community support for this curfew with 90% of the 450 submissions received supporting a night time cat curfew being implemented.

11.2 ADOPTION OF POLICY 48(C) - AFFORDABLE ACCESS TO COUNCIL FACILITIES POLICY

Go to 1:06:22 in the meeting recording to view this item.

DIRECTOR ORGANISATIONAL SERVICES

In providing this advice to Council as the Manager Governance and Risk, I Rebecca Smith have no interests to disclose in this report.

ATTACHMENTS

1. Council Policy 48(C) - Affordable Access to Council Facilities [**11.2.1** - 5 pages]

EXECUTIVE SUMMARY

Council's existing Community Facility Fee Waiver Policy was adopted in 2017 and is overdue for review. The attached Affordable Access to Council Facilities Policy is proposed to replace the Fee Waiver Policy and is largely designed to streamline processes both for community groups and officers.

The Affordable Access to Council Facilities Policy has been developed to maintain the existing practice of providing use of some Council facilities to community groups free of charge, while eliminating the requirement for hirers to complete additional paperwork.

It is proposed that the Policy will take effect until 1 July 2023 in line with the new fee structure in the 2023/2024 budget.

OFFICER'S RECOMMENDATION

That Council:

1. *Revokes Policy 48(C) - Community Facility Fee Waiver Policy;*
2. *Adopts Policy 48(C) - Affordable Access to Council Facilities Policy; and*
3. *Resolves to include the fees set by the policy, and the annual stipend for Community Asset Committees as set by the Policy, in the Council Budget 2023/2024.*

MOTION

That Council:

1. *Revokes Policy 48(C) - Community Facility Fee Waiver Policy;*
2. *Adopts Policy 48(C) - Affordable Access to Council Facilities Policy; and*

3. *Resolves to include the fees set by the policy, and the annual stipend for Community Asset Committees as set by the Policy, in the Council Budget 2023/2024.*
4. *Requests that officers bring a report to Councillors that outlines a process to develop and implement a sustainable events policy as it relates to the hire of Council facilities and other Council run, sponsored and supported events.*

Moved: Cr Tim Drylie

Seconded: Cr Tessa Halliday

Carried

Voted for: Cr Brian Hood, Cr Don Henderson, Cr Jen Bray, Cr Juliet Simpson, Cr Lesley Hewitt, Cr Tessa Halliday and Cr Tim Drylie

Voted against: Nil

Abstained: Nil

BACKGROUND

The Existing Fee Waiver Policy

Council's existing Community Facility Fee Waiver Policy was adopted in 2017, and was due for review in 2021.

Venues not managed by Council

The intent of the original fee waiver policy was to provide an affordable facility in as many parts of the Shire as possible. To do this, facilities that are not owned or managed by Council were included in the policy, alongside Council facilities.

An agreement was established with the non-Council managed venues to provide fee waivers for their facilities, and claim the cost back from Council. The current Policy has had very limited success in achieving this aim, with only \$900 being claimed in reimbursements from facilities not managed by Council since 2012. No claims have been made since 2020.

Given the limited up take, Officers recommend removing non-Council managed facilities from the policy. This will not prevent those committees from offering facilities free of charge to the community, but they would not be reimbursed by Council moving forward.

Community Asset Committees (CACs)

Some of Council's Community Asset Committees were also included in the current policy, and were also able to claim reimbursement from Council. Since 2012, only \$922 has been claimed by these committees. No claims have been made since 2019.

A burdensome administrative process

Under the current Policy, community groups are required to submit an additional form to request a fee waiver, which must then be approved based on the value. Given the small value of many hire fees, this does not represent value for money for the groups or Council.

The revised Affordable Access Policy will ensure the fees for facilities remain at zero, without requiring additional administration for the groups or Council.

KEY ISSUES

The Proposed Policy

The proposed Policy is based on the assumption that Council still wishes to provide free or reduced cost use of its facilities for community, and seeks to leverage the tiered fee structure already in place in Council's budget to streamline community access to facilities.

The fee structure allows for different fees for Local/Community Use, NFP/Government use and Private/Commercial use. Officers propose to set the community use fee for the following facilities to zero, eliminating the need for them to complete a second form:

- Clunes Town Hall
- Creswick Hub meeting room (available during Creswick Hub opening hours)
- Creswick Town Hall
- Daylesford Senior Citizens Rooms
- Daylesford Town Hall
- Esmond Gallery and Ulumbarra Room at The Warehouse - Clunes (available during Clunes Warehouse opening hours)
- Trentham Community Hub (when opens)

Establishing the zero fee for these facilities in a Policy ensures that fees are not inadvertently applied in future years and facilities remain affordable.

Who would be eligible

The proposed Policy defines a community group as:

An organisation with representation within the boundaries of the Hepburn Shire that does not distribute its surplus funds to owners or shareholders, but instead uses them to help pursue its goals of providing benefits to the community, both while it is operating and when it winds up.

As per the existing Policy, zero fees would also be available to those hosting compassionate and bereavement events, as defined in the Policy.

Community Asset Committees (CACs)

Council's Community Asset Committees are empowered to manage their own fees and fee waivers under their Instruments of Delegation. As the committees are the

reliant on hire fees as a source of income, it can be difficult to provide their facilities free of charge. To address this, officers recommend that Council provide the following Community Asset Committees with an annual stipend of \$500:

- Dean Recreation Reserve and Tennis Courts Community Asset Committee
- Drummond Hall Community Asset Committee
- Glenlyon Recreation Reserve Community Asset Committee
- Lyonville Hall Community Asset Committee

POLICY AND STATUTORY IMPLICATIONS

Council Plan 2021-2025

A dynamic and responsive Council

5.3 A sustainable and agile organisation with strong corporate governance that supports excellent operations

GOVERNANCE ISSUES

The proposed policy strikes a balance between making facilities available to community groups, and minimising the administrative burden for groups and Council.

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications associated with this report.

FINANCIAL IMPLICATIONS

Council is currently exploring options for implementing an online booking system for venues, which will enable tracking of venue use and the value of waivers provided to the community.

While Council more broadly is seeking ways to recover costs, it is unlikely that removing the option to waiver fees would generate significant income. Removal of a free option for venue hire would more likely result in reduced use of Council facilities and increased barriers to the operation of community groups.

The annual stipend to the four CAC will result in a budgeted cost of \$2,000 to be included in the 2023/2024 (and future) budgets.

RISK IMPLICATIONS

The current policy states that bond, insurance, and cleaning charges cannot be waived, and there is no change proposed to this arrangement.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The Policy review falls on the Inform level of the Community Engagement Matrix. Given the change proposed is minimal, community consultation will not be undertaken, though feedback has been gathered from Financial Services, Customer Experience, Economic Development and Recreation, who are frequently in contact with the groups impacted.

Should the Policy be adopted, Council will advise the facilities named in the existing policy which are not owned or operated by Council.

It is proposed that the policy will be prepared for the May Ordinary Meeting of Council, and take effect until 1 July 2023 in line with the new fee structure. This will allow Council to communicate all changes collectively for a smoother transition.

▮ AFFORDABLE ACCESS TO COUNCIL FACILITIES POLICY

POLICY NUMBER: 48 (C)

NAME OF POLICY: AFFORDABLE ACCESS TO COUNCIL FACILITIES POLICY

DATE OF NEXT REVIEW: 30 June 2027

DATE APPROVED: TBC, Date Effective 1 July 2023

RESPONSIBLE OFFICER: Manager Waste, Facilities and Community Safety

REFERENCES: *Local Government Act 2020*

DRAFT

INTRODUCTION

In most cases, the hire of other Council operated facilities is based on a user pays model to balance making facilities available to all and users contributing to the costs of their operation and maintenance. In many cases, a tiered structure applies to local community not-for-profits, other not-for-profits and private/commercial use reflecting the different community outcomes from the different uses.

This policy has been prepared to provide guidelines to make Council owned and managed facilities available to community not-for-profit groups free of charge.

SCOPE

This policy applies to the following halls, meeting rooms and community facilities directly managed by Council and made available through hire to regular or ad hoc users:

- Clunes Town Hall
- Creswick Hub meeting room (available during Creswick Hub opening hours)
- Creswick Town Hall
- Daylesford Senior Citizens Rooms
- Daylesford Town Hall
- Esmond Gallery and Ulumbarra Room at Clunes Warehouse (available during Clunes Warehouse opening hours)
- Trentham Community Hub (when opens)

This policy does not apply to:

- Other facilities (whether or not owned by Council) that are managed by community asset committees, DEECA committees of management, or third parties;
- Hire of facilities by Council for its own purposes;
- Facility hirers that have user agreements and / or ongoing regular usage of Council facilities;
- Waiver of any other Council rates, fees and charges (e.g. planning fees, or fines); or
- Any cleaning fees, insurance fees or bonds associated with facility hire.

AFFORDABLE ACCESS TO COUNCIL FACILITIES POLICY

DEFINITIONS

The following terms are referred to in the policy.

Term	Definition
Community Asset Committee	As defined in the <i>Local Government Act 2020 S65</i>
Compassionate/Bereavement Event	An event that is: <ul style="list-style-type: none"> • to honour the memory of a community member who has died, or has been diagnosed with a terminal illness, and the event must be: <ul style="list-style-type: none"> ○ free to attend (minimal charges to costs for event) ○ fun by a not-for-profit organisation ○ be open to anyone to attend and be publicly advertised (e.g. community notice board, online/Facebook and/or newspaper) • for the purpose of raising funds to support medical treatment of a community member who has been diagnosed with a terminal illness and the event must: <ul style="list-style-type: none"> ○ nominate up front how the profits from the event will be distributed. • for the purpose of raising funds to support the family of a community member who has died or has been diagnosed with a terminal illness, and the event must: <ul style="list-style-type: none"> ○ nominate up front how the profits from the event will be distributed.
Council	Hepburn Shire Council
Council Staff	Includes permanent and temporary casual, full-time and part-time Council employees, and contractors and consultants while engaged by Council.
DEECA	Victorian State Government's Department of Energy, Environment and Climate Action.
Hepburn Shire Community not for profit group	An organisation with representation within the boundaries of the Hepburn Shire that does not distribute its surplus funds to owners or shareholders, but instead uses them to help pursue its goals of providing benefits to the community, both while it is operating and when it winds up.
User agreements and / or ongoing regular usage	This applies to Facility hires who have access to Council facilities on a regular basis; multiply days of the week/end, weekly, fortnightly, monthly.
The Act	<i>Local Government Act 2020</i>

POLICY

1. Eligibility

To be eligible to access a community facility at zero cost the hirer:

- must operate or be located within the Hepburn Shire; and,
- must not distribute its surplus funds to owners or shareholders, but instead uses them to help pursue its goals of providing benefits to the community, both while it is operating and when it winds up.

The zero fee will not be considered for a Hepburn Shire based not-for-profit groups auspicing a private or commercial event, or events being run by groups based outside the Shire or immediate surrounds.

2. Compassionate Events

The free fee or a reduction in the fee may also requested for bereavement/compassionate events to recognise a community member, or fundraisers held for the benefit of a local person or family as long as:

- The event is open to the wider community;
- The purpose and distribution of donations is publicised in advance; and
- Council contribution is acknowledged at the event and in promotional materials.

3. Responsibilities of Hirers given free access to facilities

Hirers granted fee use of Council Facilities must meet the following requirements:

- Where events are publicly advertised, the hirer is to recognise the contribution of Hepburn Shire Council in the advertisements.
- All set up of chairs, tables and equipment is to be performed by the event organisers and not by Council staff or contractors.
- Chairs and tables are to be returned to where they were prior to the event.
- The facility is to be cleaned and tidied after the event (including all waste in bins, bathrooms clean of debris (e.g. paper towels) on floors, all floors are swept).
- If any food or drinks are provided as part of the event, the floors must also be mopped, and all tables, benches, kitchen areas and stoves must be wiped down with soap/detergent and hot water.
- Any other responsibility that is outlined by Customer Experience staff or other Council Officer.
- All relevant bonds and fees (aside from hire fees) are fully paid before the date of the event.

4. Recovery of Costs to Council if Responsibilities Not Undertaken

If it is deemed by Council that the Responsibilities of a Hirer have not been undertaken, Council will seek to recover any costs to Council via the deduction of part or all bond monies.

If the bond is not sufficient to cover the costs of Council, the Hirer will be invoiced for the remaining balance.

5. Applying for free use of facilities

The facilities listed in the Scope section of this policy are listed as free for the following users in Council's Annual Budget – Fees and Charges:

- Hepburn Shire Community not for profit group
- Those seeking to use the facility for a compassionate/Bereavement Event

This fee option can be selected when submitting a booking form for the facility. No additional application form is required.

6. Approval of free use of facilities

Bookings for facilities under this policy will be reviewed by Officers as they are submitted. Users may be contacted by Council if additional information is required to consider their booking request.

7. Community Asset Committees

Council's Community Asset Committees are empowered to manage their own fees and fee waivers under their Instruments of Delegation. As the committees are the reliant on hire fees as a source of income, it can be difficult to provide their facilities free of charge. To address this, Council will provide the following Community Asset Committees with an annual stipend of \$500:

- Dean Recreation Reserve and Tennis Courts Community Asset Committee
- Drummond Hall Community Asset Committee
- Glenlyon Recreation Reserve Community Asset Committee
- Lyonville Hall Community Asset Committee

IMPLEMENTATION

This policy will be available on Council's website, and can be made available on request at Customer Service sites.

The Chief Executive Officer is authorised to make minor administrative changes to the policy, that do not change the intent of the policy.

REVIEW

This policy will be reviewed every four years or sooner if required by legislation or organisational changes.

12 EMBRACING OUR PAST AND PLANNING FOR OUR FUTURE

12.1 NEW LEASE - CRESWICK TRANSFER STATION

Go to 01:14:30 in the meeting recording to view this item.

DIRECTOR INFRASTRUCTURE AND DELIVERY

In providing this advice to Council as the Manager Waste, Facilities & Community Safety, I Simon Mennie have no interests to disclose in this report.

ATTACHMENTS

- Nil

EXECUTIVE SUMMARY

The Creswick Transfer Station is located at 32 Anne Street Creswick – Crown Allotment 45A Section 48A Township of Creswick – on land owned by the Department of Energy, Environment and Climate Action (DEECA, formerly DELWP). Hepburn Shire Council has held a lease of the land for the Transfer Station since 2002. The previous Lease was for a period of 20 years and 6 months, which expired on 30 June 2022. In February 2022, Council Officers submitted an application to DEECA to renew the lease for a further term of 21 years.

On 24 January 2023, Council was notified by DEECA that the Executive Director, Land Management Policy, as delegate of the Minister for Environment has provided approval-in-principal to proceed with this matter. Council Officers are now proceeding to seek Council approval to enter into the new Lease.

OFFICER'S RECOMMENDATION

That Council:

- 1. Approves a new 21-year Lease for the Creswick Transfer Station at 32 Anne Street Creswick; and*
- 2. Authorises the Mayor and the Chief Executive Officer to execute the Lease.*

MOTION

That Council:

- 1. Approves a new 21-year Lease for the Creswick Transfer Station at 32 Anne Street Creswick; and*
- 2. Authorises the Mayor and the Chief Executive Officer to execute the Lease.*

Moved: Cr Tim Drylie

Seconded: Cr Don Henderson

Carried

Voted for: Cr Brian Hood, Cr Don Henderson, Cr Jen Bray, Cr Juliet Simpson, Cr Lesley Hewitt, Cr Tessa Halliday and Cr Tim Drylie

Voted against: Nil

Abstained: Nil

BACKGROUND

The former Creswick Landfill is situated in the void of a former gold mine and gravel quarry. The landfill operated from the 1960s and is understood to have closed in 2001. The landfill was issued with a Waste Discharge Licence from EPA Victoria in the 1970s and is understood to have been licensed to accept a range of wastes including municipal solid waste. The landfill was capped after closing in around 2001 and the site now operates as the Creswick Transfer Station.

KEY ISSUES

Council has an ongoing responsibility to monitor the capped landfill.

The site has been in use as a Transfer Station for the past 20 years. This is a lower risk use of the land as there is no longer an active landfill on-site.

The Creswick Transfer Station is also of strategic importance for use as a small-scale compost facility, which is a key facility for Sustainable Hepburn Strategy 2022-2026 and the Rethink Waste Project.

POLICY AND STATUTORY IMPLICATIONS

Council Plan 2021-2025

A healthy, supported, and empowered community

2.2 Increase the availability and accessibility of services in the Hepburn Shire area to support liveability, health, and wellbeing.

A dynamic and responsive Council

5.5 Strong asset management and renewal.

Land Act 1958

The lease is being granted by the Minister under s.134 of the *Land Act 1958*.

Council has satisfied the advertising requirements of DEECA's *Leasing Policy for Crown Land in Victoria 2018* by publishing a notice to lease by direct negotiation in the Victorian Government Gazette and the Ballarat Courier. No feedback was received.

GOVERNANCE ISSUES

The implications of this report have been assessed in accordance with the requirements of the Victorian Charter of Human Rights and Responsibilities.

SUSTAINABILITY IMPLICATIONS

The Creswick Transfer Station is a key pillar in meeting the aspirations of *Sustainable Hepburn Strategy 2022-2026* - Theme 3: A low waste shire.

This strategy identifies the following objectives:

- Reduce waste to landfill - reducing waste and increased reuse and recycling.
- Better operating Transfer Stations - the addition of Food Organic & Garden Organic (FOGO) and glass drop off services will allow increased resource recovery at our Transfer Stations.
- Be part of a thriving circular economy - FOGO will be processed at our Creswick Transfer Station. We will be managing our organic waste within the Shire, reducing carbon emissions from transportation, and producing a high-quality product that can be used locally on farms and gardens, that will ultimately produce food and resources that could then be used within our Shire.
- Provide education and awareness to the community on transitioning to a low waste shire - reforming our waste services is an ideal opportunity to re-educate the community on recycling and waste.

FINANCIAL IMPLICATIONS

DEECA proposes to charge a current market rent of \$12,875.00 per annum (excluding GST) as was determined by the Valuer General Victoria. The rent will be reviewed to market every six years and adjusted by 3% annually. The current market rent is an increase of \$875 on the existing rent of \$12,000.00.

RISK IMPLICATIONS

The Lease documentation has been prepared by DEECA and reviewed by lawyers on behalf of Council.

There are no risk implications associated with this report.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Council has satisfied the advertising requirements of DEECA's *Leasing Policy for Crown Land in Victoria 2018* by publishing a notice to lease by direct negotiation in the Victorian Government Gazette and the Ballarat Courier. No feedback was received.

The Community were supportive of the continuation of the operation of the Transfer Station at Creswick in the general feedback for Sustainable Hepburn.

12.2 TRENTHAM HUB VARIATION LIMIT

Go to 01:19:01 in the meeting recording to view this item.

DIRECTOR INFRASTRUCTURE AND DELIVERY

In providing this advice to Council as the Manager Projects, I Ben Grounds have no interests to disclose in this report.

ATTACHMENTS

- Nil

EXECUTIVE SUMMARY

The Trentham Community Hub project has experienced delays, delay related costs and costs due to other unforeseen factors.

Officers have calculated a projected final project cost that considers known variations, potential variations and contingency. The additional funds required have are anticipated to be accommodated in the draft 2023/24 budget.

To successfully and efficiently complete the project without further delays, the variation limits for the project architect and the construction contractor are recommended to be increased to 25% and 30% respectively.

OFFICER'S RECOMMENDATION

That Council:

- 1. Delegates to officers approval of each contract variation, within their financial delegation, up to a cumulative 30% of the contract sum for HEPBU.RFT2021.138 - Trentham Community Hub Construction; and*
- 2. Delegates to officers approval of each contract variation, within their financial delegation, up to a cumulative 25% of the contract sum for HEPBU.RFT2019.156 - Trentham Community Hub Design.*

MOTION

That Council:

- 1. Delegates to officers approval of each contract variation, within their financial delegation, up to a cumulative 30% of the contract sum for HEPBU.RFT2021.138 - Trentham Community Hub Construction; and*
- 2. Delegates to officers approval of each contract variation, within their financial delegation, up to a cumulative 25% of the contract sum for HEPBU.RFT2019.156 - Trentham Community Hub Design.*

Moved: Cr Tessa Halliday

Seconded: Cr Don Henderson
Carried

Voted for: Cr Brian Hood, Cr Don Henderson, Cr Jen Bray, Cr Juliet Simpson, Cr Lesley Hewitt, Cr Tessa Halliday and Cr Tim Drylie

Voted against: Nil

Abstained: Nil

BACKGROUND

The purpose of this report is for Council to consider approving an increase in contract variation limit for both the project architect and the construction contractor on the Trentham Community Hub project.

Construction commenced on the Trentham Community Hub in June 2022.

Prior to this, extensive community consultation was undertaken in parallel with the design process.

Council has previously committed \$1,289,770 to the project. This is complemented by \$3,500,000 from Regional Development Victoria, \$1,137,986 from the Local Roads and Community Infrastructure fund and \$500,000 from the Living Libraries fund.

Due to various factors, a projected further commitment of \$701,2322 is required in the 2023/2024 budget year to ensure the successful completion of the project.

To support this increased expenditure, the variation limit for the project architect and construction contractor requires increasing to 25% and 30%, respectively. The variation limit is the ratio of the total variations to the contract sum.

KEY ISSUES

Project Delays and Associated Project Costs

Since the awarding of a construction contract at the December 2021 Council meeting, the project has experienced two significant delays: an approximate four-month delay in receiving endorsed planning drawings which prevented the commencement of construction; and redocumentation required to respond to failing building structure of the Mechanics Hall that was discovered upon partial demolition, which further delayed the project by three months.

The project delays have in turn delayed the contractor from purchasing supplies and carrying out construction of tasks that have increased in price above the lump sum provided at tender, as well as the associated delay costs. The contractor has been proactive in pre-purchasing supplies ahead of known price increases to mitigate these costs to Council.

Measures have been taken through the reordering of construction tasks to minimise delay impacts, however further delay costs may be applicable.

Additional Project Costs

In addition to the delay and associated costs, there have been significant additional costs related to the rectification of the existing hall framing, poorer than anticipated ground conditions and increased material requirements.

Contract Variation Limits

Taking into consideration the current variations, anticipated variations, and an allowance for contingency, it is expected that the percentage of variations to original contract sum will not exceed 25% for the project architect and 30% for the construction contractor by the completion of the project. Council's Policy position allows the variation aggregate to reach 20% before requiring a Council resolution to increase beyond this limit.

POLICY AND LEGISLATIVE IMPLICATIONS

Council Plan 2021-2025

Embracing our past and planning for the future

3.3 Build and maintain quality infrastructure that supports and promotes liveability and active living in the community.

FINANCIAL IMPLICATIONS

Income	
Council	\$1,289,770
RDV	\$3,500,000
LRCI	\$1,137,986
LLV	\$500,000
Total	\$6,427,756
Expenditure	
Design-related	Actual \$423,955 Projected additional \$20,000
Construction-related	Actual \$5,766,623 Projected additional \$483,749
Other	Actual \$274,661 Projected additional \$50,000
Project Management	\$110,000

Total	\$7,128,988 projected at completion
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The above table demonstrates a projected funds shortfall of \$701,232. This additional expenditure would occur in the 2023/2024 financial year and does not impact on the current budget.

The projected shortfall takes into consideration known issues on the project that are being resolved but have not been submitted as formal variations as well as providing a contingency amount for issues that may arise but are not currently identified.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

There are no community or stakeholder engagement implications associated with this report.

RISK AND GOVERNANCE IMPLICATIONS

This recommendation ensures compliance with Council’s Procurement Policy and contract requirements/law.

ENVIRONMENTAL SUSTAINABILITY

There are no sustainability implications associated with this report.

GENDER IMPACT ASSESSMENT

There are no gender equity implications associated with this report.

13 A DYNAMIC AND RESPONSIVE COUNCIL

13.1 QUARTERLY FINANCE REPORT - QUARTER 3 2022/2023

Go to 01:26:02 in the meeting recording to view this item.

CHIEF EXECUTIVE OFFICER

In providing this advice to Council as the Manager Financial Services, I Kathy Fulton have no interests to disclose in this report.

ATTACHMENTS

1. Financial Report for the Period Ending 31 March 2023 [**13.1.1** - 29 pages]
2. CAPITAL PROJECTS PORTFOLIO – MAR 2023 [**13.1.2** - 5 pages]
3. SPECIAL PROJECTS PORTFOLIO – MAR 2023 [**13.1.3** - 4 pages]

OFFICER'S RECOMMENDATION

That Council notes the financial position and performance for nine months ending 31 March 2023, including the special and capital projects.

MOTION

That Council notes the financial position and performance for nine months ending 31 March 2023, including the special and capital projects.

Moved: Cr Tim Drylie

Seconded: Cr Tessa Halliday

Carried

Voted for: Cr Brian Hood, Cr Don Henderson, Cr Jen Bray, Cr Juliet Simpson, Cr Lesley Hewitt, Cr Tessa Halliday and Cr Tim Drylie

Voted against: Nil

Abstained: Nil

EXECUTIVE SUMMARY

The March Quarterly Finance Report outlines the financial results for the nine months ended 31 March 2023, along with a comparison to the revised budget adopted by Council (inclusive of carry forwards from 2021/2022 and additional funding identified to complete projects).

It includes a summary of Council's financial performance and position for the 2022/2023 year up until 31 March 2023, and an update on each special and capital project as at 31 March 2023.

The current financial position needs to be read in the context of Council's financial plan contained within the 2022/2023 Budget.

A high-level full year forecast for 2022/2023 has also been provided in the financial statements.

The financial impact of three storm events is reflected in these results.

BACKGROUND

This report provides information of Council's financial performance for the period 1 July 2022 to 31 March 2023 and compares the Income Statement to the revised budget and the Balance Sheet and Statement of Cash Flows to the prior year.

The results for the first half of the financial year have continued to be impacted by the June 2021 and January 2022 storm events as rectification works continued. Another storm event in October 2022 has had some financial impact on these quarter three results, and all these events will continue to impact the results in future reports during 2022/2023 financial year.

The March Quarterly Finance Report along with the special and capital project reports have been prepared in comparison to the revised budget that was adopted at the Ordinary Meeting of Council, 22 November 2022.

KEY ISSUES

The financial report and attachments provide a comprehensive overview of Council's financial performance and current financial state, for three quarters of the 2022/2023 financial year up until 31 March 2023 and an update on the status and progress of each special and capital project.

The main items to note at the end of Quarter 3 are as follows, with further details and explanation provided in the attached report:

- Year-to-date Capital works expenditure for the nine months ended 31 March 2023 was \$11.29M or 51% of the full year revised budget.
- In addition to the actual expenditure of \$11.29M, Council has committed capital expenditure of \$7.0M at 31 March 2023.
- Council has spent \$4.48M on storm recovery works and has received storm clean up grants totalling \$2.03M to assist with this cost. A further \$4.0M was invoiced at the end of March for storm recovery.
- Cash holdings as at 31 March 2023 are \$11.26M lower than the same time last year. This is primarily due to grant funding received in the prior year being used to fund capital projects being delivered in 2022/2023 however Council's unrestricted cash position has significantly improved in the last 12 months.
- Council officers will remain flexible and agile in the management of their forecasts while responding in the best interests of the community.

These statements do not take into account the sale of the Rex, paydown of the outstanding loan and creation of a financial reserve of the remaining funds. Settlement occurred in April 2023.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Council Plan 2021-2025

A dynamic and responsive Council

5.3 A sustainable and agile organisation with strong corporate governance that supports excellent operations

FINANCIAL IMPLICATIONS

This report and associated attachments provide the opportunity for review of Council's financial position and forecast.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

There are no community or stakeholder engagement implications associated with this report.

RISK AND GOVERNANCE IMPLICATIONS

There are no risk implications with this report, and it has been assessed in accordance with the requirements of the Victorian Charter of Human Rights and Responsibilities.

ENVIRONMENTAL SUSTAINABILITY

There are no sustainability implications associated with this report.

GENDER IMPACT ASSESSMENT

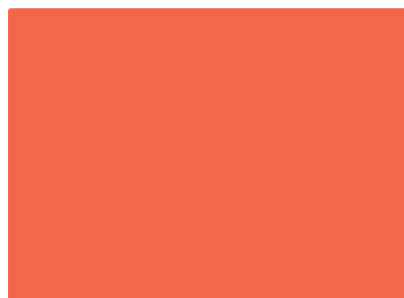
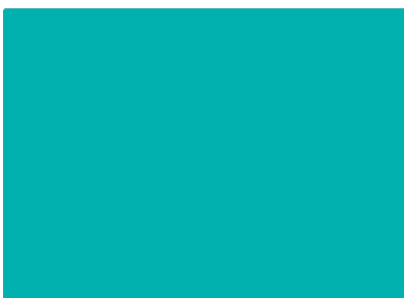
There are no direct gender equity implications associated with this report.



FINANCIAL REPORT

For the nine months ending

31 March 2023



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1. Overview

The March Quarterly Finance Report outlines the financial results for the nine months ended 31 March 2023, along with a comparison to the Carry forward budget (as adopted by Council in November 2022). This report includes the following:

- Income Statement;
- Statement of Capital Works;
- Balance Sheet;
- Statement of Cash Flows;
- Cash, investments and financial reserve schedules;
- Key performance indicators;
- Rates and other debtors; and
- Councillor expenditure.

The current financial position needs to be read in the context of Council's financial plan contained within the 2022/2023 Budget.

The ongoing impacts of COVID-19 on operational costs and recovery support for the community will be monitored throughout the 2022/2023 financial year, as well as natural disaster recovery, current cost inflations, high CPI and contractor availability. The Australian Bureau of Statistics noted that the year-on-year CPI increase effective end of February was an increase of 6.8%.

This report represents nine months of business in the 2022/2023 financial year.

The main items to note at the end of the third quarter are:

- The operating surplus for the six months ended 31 March 2023 was \$7.68 million, which is \$5.24 million (or 215%) favourable to the carry forward budget of \$2.44 million. This is primarily driven by operating grants being favourable by \$3.1million due to storm recovery funding and materials and services expenditure budget being favourable by \$4.2 million. This is due to lower than expected storm recovery expenditure during nine months ended 31 March 2023.
 - It should be noted that if the storm recovery income and expenditure (both budget and actuals) were excluded then the results would have been a YTD surplus of \$6.1million and this would have been \$2.9 million above budget. The impact of the three storm events is distorting the results.
- Year-to-date Capital works expenditure for the nine months ended 31 March 2023 was \$11.29 million which is 51% of the expected full year spend. The spend of \$11.29 million for the 9 months ended March is well above a full 12 months spend in previous years. It is important to note a number of large contracts such as Trentham Community Centre, Creswick Trails and Creswick Town Hall are in place and increased expenditure is expected to continue until June 2023.
- Cash holdings as at 31 March 2023 are \$11.2 million lower than the same time last year, this is due to increased expenditure on capital works, special projects and storm recovery in the current year.
- Trade and other receivables as at 31 March 2023 are \$5.7 million higher than the same time last year. This is due to a combination of the annual rate cap rate rise and an increase in Sundry Debtors (mainly storm recovery funding \$4.0 million). There has been an increase in payment plan requests for overdue rates in the last quarter.

2. Financial Statements

The adjusted underlying result calculated in the Income Statement is the net surplus/(deficit) for the year adjusted for non-recurrent capital grants, monetary contributions (open space contributions) and capital contributions from other sources. It is a measure of financial sustainability and Council's ability to achieve its service delivery objectives as it is not impacted by non-recurrent capital income items, which can often mask the operating result.

2.1. Income Statement for nine months ending 31 March 2023

Hepburn Shire Council Comprehensive Income Statement For the Period Ended 31 March 2023

	Note	YTD Budget 2022/23	YTD Actual 2022/23	YTD Variance		FY Budget 2022/23
		\$'000	\$'000	\$'000	%	\$'000
Income						
Rates and charges		24,739	24,707	(32)	0%	24,884
Statutory fees and fines		832	774	(58)	-7%	1,106
User fees	1	628	1,046	418	67%	833
Grants - operating	2	4,792	7,912	3,120	65%	11,392
Grants - capital	3	6,542	5,864	(678)	-10%	12,150
Contributions - monetary	4	508	719	211	42%	760
Net gain/(loss) on disposal of assets		178	202	24	13%	178
Other income	5	1,027	1,578	552	54%	1,517
Total Income		39,244	42,802	3,558	9%	52,821
Expenses						
Employee costs		12,238	13,109	(871)	-7%	16,554
Materials and services	6	18,763	14,562	4,201	22%	22,864
Bad and doubtful debts		8	84	(75)	-913%	11
Depreciation and amortisation	7	5,042	6,352	(1,310)	-26%	6,723
Borrowing costs		136	100	35	26%	198
Other expenses	8	620	915	(295)	-48%	909
Total Expenses		36,807	35,123	1,684	5%	47,259
Surplus/(Deficit) for the year		2,438	7,680	5,242		5,562
Underlying result adjustment						
Contributions Monetary		(508)	(719)	211	-42%	(760)
Grants - Capital		(6,542)	(5,864)	(678)	10%	(12,150)
Total underlying adjustment		(7,049)	(6,583)	(466)		(12,910)
Adjusted underlying surplus/deficit		(4,612)	1,096	(5,708)		(7,348)

Commentary is provided for variances greater than \$100,000 and 10%.

Note 1 – User Fees

User fees are favourable to budget due to the final acquittal of aged care funding and refunding of grant funding being finalised.

Note 2 – Operating Grants

Operating grants are favourable \$3.1 million due to advanced funding for storm recovery (\$4.04m) for October 2022 being invoiced.

Note 3 – Capital Grants

Capital grants are unfavourable to budget due to the timing of receiving grants for Trentham Hub \$570k, this funding will be received and construction continues.

Note 4 – Monetary Contributions

Monetary contributions are \$211k favourable to budget due to community contributions towards capital projects and open space contributions from an increase in subdivisions. This funding is transferred to the Open space reserve for future infrastructure commitments.

Note 5 – Other Income

Other income is favourable to budget due to additional interest being received on money invested \$215k and an increase in rental income.

Note 6 – Materials and Service

Materials and services expenditure is favourable to YTD budget by \$4.20M. This is primarily due to lower than anticipated expenditure on storm recovery projects during the first nine months, even including the unbudgeted expenditure for the October 2022 storm event.

Note 7 – Depreciation and Amortisation

Depreciation and amortisation is unfavourable to YTD budget by \$1.31 million, however is a non cash item. This is due to revaluations of land and buildings completed after the formalisation of the budget and higher than anticipated capitalisation of assets during the year-end process for the 2021/2022 financial year.

Note 8 – Other Expenses

Other expenses are unfavourable to budget \$295k due to vegetation offsets for Creswick Trails project being allocated against materials which is partially offset by timing of Community Grant payments.

Storm Impact

The initial two storm events are impacting on the current year results due to timing of response and recovery works and the third storm event in October 2022 is all unbudgeted expenditure.

The table below outlines the impact the three storm events have had on the financial results (YTD budget v YTD actual) within this financial year.

Income YTD	Actual	Budget	Variance to Budget	Expenditure YTD	Actual	Budget	Variance to Budget
	\$'000	\$'000	\$'000		\$'000	\$'000	\$'000
				Employee Benefits	382	86	(296)
				Materials	68	1,973	1,905
June 2021 Storm	400	1,800	(1,400)	June 2021 Storm	449	2,058	1,609
				Employee Benefits	255	106	(149)
				Materials	157	4,856	4,699
January 2022 Storm	-	4,500	-	January 2022 Storm	412	4,962	4,550
				Employee Benefits	156	-	(156)
				Materials	3,461	-	(3,461)
October 2022 Storm	1,630	-	(1,630)	October 2022 Storm	3,618	-	(3,618)
Total	2,030	6,300	(3,030)	Total	4,479	7,021	2,541

The final cost to Council for all three events won't be known until the 2023/2024 financial year after remediation is complete, claims made and reimbursement from State and Federal Government. However, the current estimate for the total cost to Hepburn Shire will be approximately \$3 million.

Statement of Capital Works for the nine months ending 31 March 2023

Hepburn Shire Council				
Statement of Capital Works as at 31 March 2023				
<i>Capital Works Category</i>	<i>C/F Budget</i>	<i>YTD Actual</i>	<i>% Spent YTD</i>	
Property				
Buildings	8,710,706	4,139,474	48%	
Building improvements	1,079,706	812,425	75%	
Total Property	9,790,412	4,951,900	51%	
Plant and Equipment				
Plant, machinery and equipment	1,174,430	1,118,483	95%	
Computers and telecommunications	467,032	215,440	46%	
Library books	20,000	(12,983)	-65%	
Total Plant & Equipment	1,661,462	# 1,320,940	80%	
Infrastructure				
Roads	3,372,699	2,241,827	66%	
Bridges	749,309	487,575	65%	
Footpaths and cycleways	632,211	54,945	9%	
Drainage	497,280	176,132	35%	
Recreational, leisure and community facilities	4,025,953	1,690,642	42%	
Parks, open space and streetscapes	1,365,279	325,096	24%	
Other infrastructure	61,173	41,675	68%	
Total Infrastructure	10,703,904	# 5,017,893	47%	
Total Capital Works	22,155,778	11,290,733	51%	
Represented by:				
New asset expenditure	7,117,989	2,772,379	39%	
Asset renewal expenditure	9,844,938	6,054,936	62%	
Asset upgrade/expansion expenditure	5,192,851	2,463,417	47%	
Total Capital Works Expenditure	22,155,778	11,290,733	51%	

Capital Works Expenditure

Capital works expenditure for the nine months ended 31 March 2023 was \$11.29M or 51% of the \$22.155M carry forward budget. Capital expenditure through until March 31st 2023 has increased on previous three years as a percentage of the carry forward budget and in actual spend as can be seen in the table below.

Year	Forecast Budget (inc. Carry Forwards)	YTD Actual at 31 March 2023	Percentage delivery in third quarter
2022/23	\$22,155,778	\$11,290,733	51.0%
2021/22	\$23,313,092	\$6,929,421	29.7%
2020/21	\$23,265,773	\$6,582,324	28.3%
2019/20	\$19,324,713	\$6,103,215	31.6%

In addition to the actual expenditure of \$11.29 Council has committed capital expenditure of \$7.0M as at 31 March 2023.

Increased spending has been driven by council's investment in infrastructure projects, including Trentham Community Hub (\$1.32m), Trentham Sportsground Pavilion (\$1.87m), Bullarto Station (\$216k), Hammon Park Trail Head (\$1.22m), Creswick Town Hall (\$635k), Road Reseal Program (\$714k) and bridge renewal (\$475k).

Despite positive results in the first nine months, conditions in the building construction sector remain challenging. Council has major projects where tender submissions have not been received and projects where tender submissions that have been received have been significantly over budget and with long delivery timelines. High inflation has also placed additional pressure on project budgets.

Further details relating to individual capital and special project status can be found in the attachments.

2.2. Balance Sheet as at 31 March 2023

Commentary is provided for variances greater than \$100,000 and 10%.

	Note	Current Year Actual	Prior Year Actual	Variance Year on Year		FY Budget 2022/23
		\$'000	\$'000	\$'000	%	\$'000
Assets						
Current Assets						
Cash and cash equivalents	9	2,805	9,069	(6,264)	-223%	4,569
Trade and other receivables	10	16,090	10,341	5,750	36%	7,715
Other financial assets	11	7,202	12,202	(5,000)	-69%	5,202
Inventories		6	121	(115)	-1793%	17
Other assets	12	138	23	115	83%	117
Total Current Assets		26,242	31,756	(5,514)	-21%	17,619
Non-Current assets						
Property, infrastructure, plant and equipment		348,112	327,940	20,172	6%	355,080
Intangible assets	13	-	318	(318)	100%	-
Total Non-Current Assets		348,112	328,258	19,854	6%	355,080
TOTAL ASSETS		374,354	360,013	14,340	4%	372,699
Liabilities						
Current liabilities						
Trade and other payables	14	2,035	181	(1,854)	-91%	4,644
Trust funds and deposits	15	1,955	2,263	308	16%	1,131
Provisions		2,641	2,559	(82)	-3%	2,724
Interest-bearing loans and borrowings		629	683	54	9%	409
Other Liabilities	16	68	1,165	1,097	1608%	367
Total Current Liabilities		7,328	6,850	(478)	-7%	9,275
Non-Current Liabilities						
Provisions		476	545	69	14%	514
Interest-bearing loans and borrowings	17	4,971	4,085	(886)	-18%	3,483
Other Liabilities		60	60	-	0%	27
Total Non-Current Liabilities		5,508	4,690	(817)	-15%	4,024
TOTAL LIABILITIES		12,836	11,541	(1,295)	-10%	13,299
NET ASSETS		361,518	348,473	13,045	4%	359,401
Equity						
Accumulated surplus		162,833	169,447	(6,613)	-4%	158,294
Reserves	18	198,684	179,026	19,658	10%	201,106
TOTAL EQUITY		361,518	348,473	13,045	4%	359,401

Note 9 – Cash and cash equivalents

Cash and cash equivalents are lower than at the same time last year. This is primarily due to grant funding received in the prior year being utilised on capital projects being delivered in 2022/2023. Section 3 of the report provides additional information in relation to the cash holding and position of Council.

Note 10 – Trade and other receivables

Trade and other receivables is higher than at the same time last year, primarily due to an invoice raised for storm recovery rectification works \$4.05million. Section 7 of the report provides additional information in relation to the trade and other receivables balance.

Note 11 – Other financial assets

Other assets are lower than the same time last year, this is due to investments being matured to provide cash for business operations.

Note 11 – Other assets

Other assets are higher than at the same time last year due to interest income being accrued and interest rates being higher than last year.

Note 13 – Intangible assets

Council no longer holds the rights to any intangible assets. Intangible assets held during prior years were written off at the end last year as council now has software as a service (SAAS) arrangements in place for most of its software applications.

Note 14 – Trade and other payables

Trade payables is higher than previous year due to larger volume of invoices being processed after the final payment run due to increased capital works activity. All suppliers and commitments are being met on time (or earlier) by Council.

Note 15 – Trust funds and deposits

Trust funds and deposits is lower than the previous year due to a reduced fire services levy balance which is offset by minor increase in other retentions and deposits received.

Note 16 – Other liabilities

Other liabilities are lower than prior year due to Income in advance (capital grants) being recognized during the year rather than at year end.

Note 17 – Interest-bearing liabilities

A new loan for \$1.5M was drawn down during December 2022. This is a 10 year, principle and interest loan with a fixed rate of 4.42%.

Note 18 – Other liabilities

Reserves are \$19.66M higher than at the same time last year. This movement is the result of a \$20.11M revaluation of land and building assets last year, along with a transfer of \$450k from other reserves. Majority of reserve accounting occurs as part of the year-end processing.

2.3. Statement of Cash Flows as at 31 March 2023

Commentary is provided for variances greater than \$100,000 and 10%.

Hepburn Shire Council Statement of Cash Flows For the Period Ended 31 March 2023						
		Current Year Actual	Prior Year Actual	Variance Year on Year		FY Budget 2022/23
		Inflows/ (Outflows) \$'000	Inflows/ (Outflows) \$'000	\$'000	%	Inflows/ (Outflows) \$'000
Cash flows from operating activities						
Rates and charges	19	14,945	12,239	(2,706)	-18%	17,247
Statutory fees and fines		747	758	11	2%	1,181
User fees	20	2,014	789	(1,224)	-61%	2,246
Grants - operating	21	3,847	8,366	4,519	117%	8,285
Grants - capital	22	1,396	6,343	4,946	354%	12,150
Contributions - monetary	23	719	612	(107)	-15%	760
Interest received	24	469	291	(178)	-38%	300
Rent received	25	874	708	(166)	-19%	1,011
Trust funds and deposits taken	26	205	540	335	163%	-
Other receipts	27	330	142	(188)	-57%	364
Net GST refund/payment	28	317	(172)	(489)	-154%	338
Employee costs		(13,229)	(12,201)	1,028	-8%	(16,554)
Materials and services		(15,552)	(15,075)	476	-3%	(21,319)
Other payments	29	(915)	(372)	543	-59%	(909)
Net cash provided by/(used in) operating activities		(3,832)	2,969	6,801	-177%	5,100
Cash flows from investing activities						
Payments for property, infrastructure, plant and equipment	30	(11,117)	(6,826)	4,291	-39%	(18,456)
Proceeds from sale of property, infrastructure, plant and equipment	31	202	40	(162)	-80%	178
Payments for investments	32	10,000	6,000	(4,000)	-40%	12,000
Net cash provided by/(used in) investing activities		(916)	(787)	129	-438%	(6,278)
Cash flows from financing activities						
Finance costs		(100)	(129)	(28)	28%	(198)
Proceeds from borrowings	33	1,500	-	(1,500)	100%	
Repayment of borrowings	34	(425)	(1,823)	(1,398)	-270%	(634)
Net cash provided by/(used in) financing activities		974	(1,952)	(2,927)	-300%	(832)
Net increase (decrease) in cash and cash equivalents		(3,774)	230	4,003	-106%	(2,010)
Cash and cash equivalents at the beginning of the financial year		6,579	8,839	2,260	34%	6,579
Cash and cash equivalents at the end of the period		2,805	9,069	6,264	223%	4,569

Note 19 – Rates and Charges

Inflows from rates and charges is higher than the prior year due to increased waste charges and growth in rate income.

Note 20 – User Fees

User fees are higher than the prior year due to the final acquittal of aged care funding and refunding of grant funding being finalised.

Note 21 – Grants Operating

Operating grants are lower than prior year due to reduced grants commission funding in current year as it was received in the previous year.

Note 22 – Grants Capital

Capital grants are lower than prior year as significant amounts were received in the prior year and have been recognised as income in the current year.

Note 23 – Contributions - monetary

There has been additional community contributions received for capital projects being completed..

Note 24 – Interest received

High cash balances during the first 6 months and an increase in interest rates has resulted in an increase in interest received on investments.

Note 25 – Rent received

Rent being received from rental properties is favourable to the prior year, as prior year was impacted by COVID lockdowns.

Note 26 – Trust funds and deposits taken

Net impact is a decrease due to the refunding of deposits no longer required to be held.

Note 27 – Other receipts

Increased inflows from other receipts are due to insurance claim reimbursements received .

Note 28 – Net GST refund/payment

The value of the GST refund or payment varies depending on the timing and nature of transactions during the previous quarter.

Note 29 – Other payments

Other payments are higher than the previous years due to vegetation offset payments for Creswick Trails.

Note 30 – Payments for property, infrastructure, plant and equipment

Payments for property, infrastructure, plant and equipment relate to payments made to suppliers and contractors in relation to capital works. Section 2.2 above and its associated attachment provides detailed commentary on capital works projects.

Note 31 – Proceeds from sale of property, infrastructure, plant and equipment

Proceeds from the sale of property, infrastructure, plant and equipment relate to the sales of land, plant and fleet. This has increased in comparison to last year by \$162k due to additional investment in new plant and fleet vehicles that was delayed from prior years given worldwide plant shortages.

Note 32 – Payments for investments

Council has redeemed \$10.00M of short-term investment back to cash, during this current financial year. During the same period last year, Council had redeemed \$6.00M.

Note 33 – Proceeds from borrowings

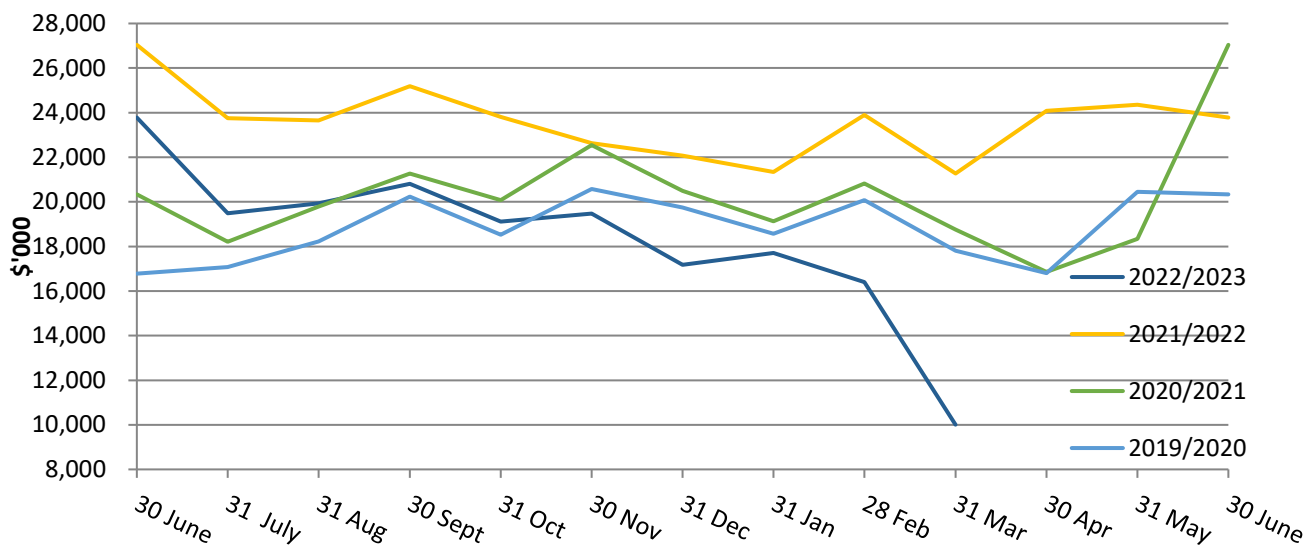
Council drew down a \$1.5M loan in December 2022.

Note 34 – Repayment of borrowings

Repayment of borrowings is lower as Council repaid a loan totaling \$1.42M in the prior year.

3. Cash Holdings

The following graph shows the monthly balances of cash and investments combined over time. Cash and term deposits held at 31 March 2023 were \$10.0M. Cash holdings in the 2021/2022 financial year were above normal levels due to COVID and challenges completing projects, cash holdings have decreased primarily due to increased capital project expenditure and additional costs from increased inflation.



The table below shows the balances of cash and investments as at 31 March 2023.

Cash and investments	Amount \$'000	%
Cash and cash equivalents		
Cash on hand	5	0.0%
Cash at Bank	471	4.7%
At call funds	2,286	22.8%
Community Asset Committee Cash at Bank ¹	43	0.4%
Total Cash and cash equivalents	2,805	28.0%
Other financial assets		
Investments	7,069	70.6%
Community Asset Committee Term Deposits ¹	133	1.3%
Total Other financial assets	7,202	72.0%
Total Cash and investments	10,007	100.0%

1. Council incorporates investments held on behalf of Community Asset Committees into our financial position.

3.1. Restrictions on Cash and Investments

Council's working capital (current assets / current liabilities) and unrestricted cash to current liabilities are measures of Council's liquidity. Restrictions on cash and investments does not account for cash liabilities.

The table below should be considered in the context of Council's 2021/2022 financial results and financial plan contained within the 2022/2023 Budget.

The improvement in the unrestricted cash is pleasing but will be continually monitored and is expected to reduce towards the end of the financial year.

	Actuals 31-Mar-22 \$'000	Actuals 31-Mar-23 \$'000
Cash and Investments		
Cash and cash equivalents	9,052	2,805
Other financial assets	12,202	7,202
Total Cash and Investments	21,254	10,007
Restrictions on Cash and Investments¹		
Trust Funds and Deposits	2,263	1,955
Statutory Reserves	1,526	2,007
Other Restrictions ²	15,835	2,434
Total Restricted Cash and Investments	19,624	6,396
Total Unrestricted Cash and Investments	1,630	3,611

1. A statutory requirement for Council to hold in trust. This includes bond payments, development contributions toward Public Open Space and grant income received in advance for future year projects.

2. Other restrictions.

Other Restrictions	\$'000	\$'000
Cash held to fund carry forward projects	12,125	-
Grants and other income received in advance	1,294	955
Discretionary Reserves	2,416	1,479
Total other restricted amounts	15,835	2,434

3.2. Unrestricted cash (VAGO ratio)

Measure:

unrestricted cash / current liabilities

2022/23 Budget Calculation:

\$2,637K / \$5,806K = 45.4%

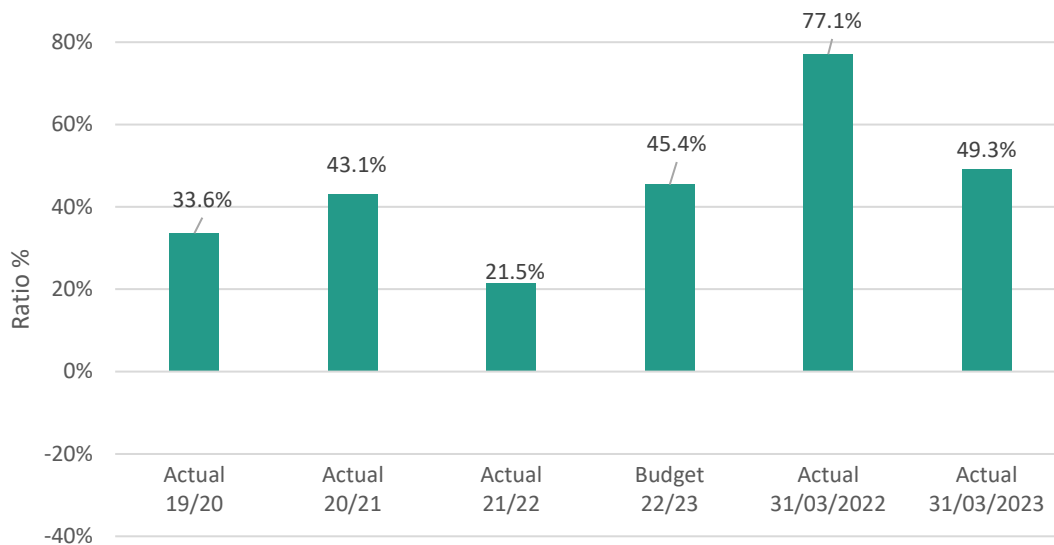
31 March 2023 Actual Calculation:

\$3611K / \$7,328k = 49.3%

Purpose of ratio:

To assess if Council has enough cash, that is not tied to a reserve or trust account, to meet its obligations for the financial year.

The current forecasted KPI of 45.4% sits below the target of between 50-100%. This was a consideration in the setting of the 2022/23 budget and will also be a factor in the Long-Term Financial Plan (Financial Plan).



4. Financial Reserves

The below table shows reserve balances expected as at 30 June 2023.

Reserve Balances	Actual 30 June 2022 \$'000	Forecast 30 June 2023 \$'000
Statutory Reserves		
Open Space Recreation Reserve *	2,007	1,836
Discretionary Reserves		
Mineral Springs Reserves Financial Reserve	1,272	1,261
Clunes Caravan Park	7	7
Heritage Advisory Fund Reserve	20	20
Mt Beck worth Pit Reserve	28	28
Smeaton Hill Pit Reserve	74	74
Waste Management Reserve	77	437
Staff Accommodation & Community Facilities	0	2,245
Total Discretionary Reserves	1,478	4,072
Total Reserves	3,486	5,908

Public Open Space Reserve

The Public Open Space Reserve is used to hold developer contributions towards public open space infrastructure arising from property developers undertaking property subdivisions. These funds are then used to expand and upgrade Council's public open space facilities. Use of the funds in the Public Open Space Reserve are restricted by legislation.

Clunes Caravan Park Reserve

The Clunes Caravan Park Reserve contains funds reserved for future capital works projects at the Clunes Caravan Park. The use of funds in this reserve is not restricted by legislation and is at the discretion of Council.

Heritage Advisory Reserve

The purpose of this reserve is to provide low interest loans for heritage renovations. The use of funds in this reserve is not restricted by legislation and is at the discretion of Council.

Mineral Springs Financial Reserve

The purpose of this reserve is to fund future works associated with mineral springs across the municipality and the refurbishment of the spa complex. The annual operating surplus of the Hepburn Mineral Springs Reserve is transferred to this reserve each year. Reserve funds are then used for capital projects at the Hepburn Mineral Springs Reserve. The use of funds in this reserve is not restricted by legislation and is at the discretion of Council.

Smeaton Hill Pit Reserve

The Smeaton Hill Pit Reserve contains funds reserved for future gravel pit restoration works at the Smeaton Hill gravel pit. The use of funds in this reserve is not restricted by legislation and is at the discretion of Council.

Mt Beckworth Pit Reserve

The Mt Beckworth Pit Reserve contains funds reserved for future gravel pit restoration works at the Mt Beckworth gravel pit. The use of funds in this reserve is not restricted by legislation and is at the discretion of Council.

Waste Management Reserve

The annual operating surplus of Council's waste management function is transferred to the Waste Management Reserve each year. Reserve funds are then used for waste management capital projects. Council is continuing with the Waste Strategy during 2022/2023 which will inform future waste management capital projects required by the shire. The use of funds in this reserve is not restricted by legislation and is at the discretion of Council.

Staff Accommodation and Community Facilities Reserve

This reserve is the surplus from the sale of The Rex and the repayment of the loan drawn down to purchase The Rex. This reserve is to be allocated to projects associated with accommodation for Hepburn Shire Staff and Community Facilities within the Birch Ward.

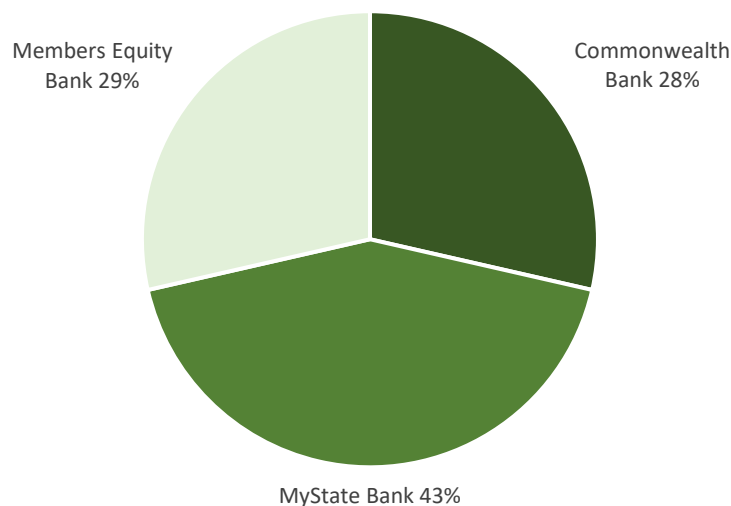
5. Investment Mix

Council invests funds held in Trust and Reserves in short to medium term investments such as term deposits. All investments are made in accordance with the *Local Government Act 2020* and are made with APRA (Australian Prudential Regulation Authority) approved financial institutions.

The table below shows a varied interest rate per investment. This is primarily due to historically lower interest rates combined with maximum allowable investments with financial institutions as per Council’s policy. It is expected that council will be able to invest at higher interest rates as we move into the new calendar year.

As at 31 March 2023 investments consisted of the following term deposits:

Institution	Maturity Date	Interest Rate	Term (months)	Amount \$'000
MyState Bank	02-Jun-23	4.35%	6	1,000
Commonwealth Bank	17-May-23	0.80%	3	1,000
Commonwealth Bank	14-Apr-23	1.91%	12	1,000
MyState Bank	10-May-23	3.00%	12	1,000
Members Equity Bank	16-Jun-23	3.95%	12	1,000
Members Equity Bank	23-Jun-23	3.95%	12	1,000
MyState Bank	20-Oct-23	0.80%	24	1,000
Total Investments				7,000



6. Financial Performance Indicators

6.1. Adjusted underlying result

Measure:

adjusted underlying surplus (deficit) / adjusted underlying revenue

2022/23 Budget Calculation:

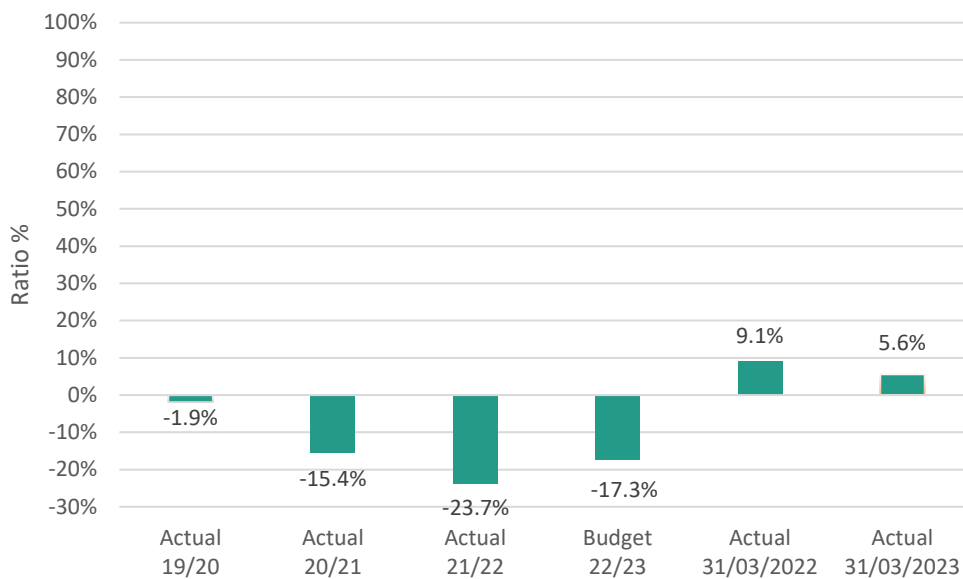
$$\$-6,466K / \$37,385K = -17.3\%$$

31 March 2023 Actual Calculation:

$$\$2,065K / \$37,187K = 5.6\%$$

Purpose of ratio:

This ratio measures Council’s ability to meet operating expenditure with operating revenue. The current budget of -17.3% sits below the State Government target of between 0-10%.



Actual calculation is within the State Government target, this is due to recognition of rates revenue in the first quarter of the 2023 financial year. As expenditure increases throughout the year this percentage is expected to decrease.

6.2. Obligations

Borrowing Ratio

Measure:

interest bearing loans and borrowings / rate revenue

2022/2023 Budget Calculation:

\$5,282K / \$24,804K = 21.3%

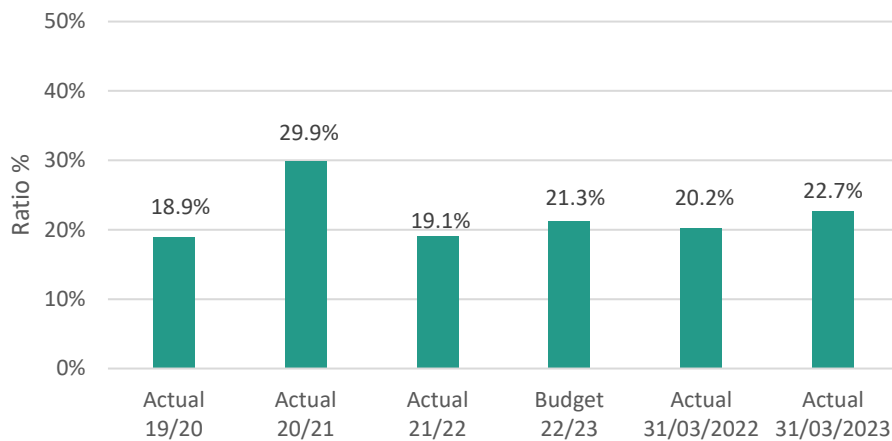
31 March 2023 Actual Calculation:

\$5,600K / \$24,706K = 22.7%

Purpose of ratio:

To assess the utilisation of debt to fund Council’s intergenerational works projects, relative to rates and charges revenue.

The budget ratio of 21.3% and the actual ratio as at 31 March 2023 of 22.7% sits well within State Government target of between 0-60%.



Debt Commitment

Measure:

interest and principal repayments on interest bearing loans and borrowings / rate revenue

2022/2023 Budget Calculation:

$\$942\text{K} / \$24,804\text{K} = 3.8\%$

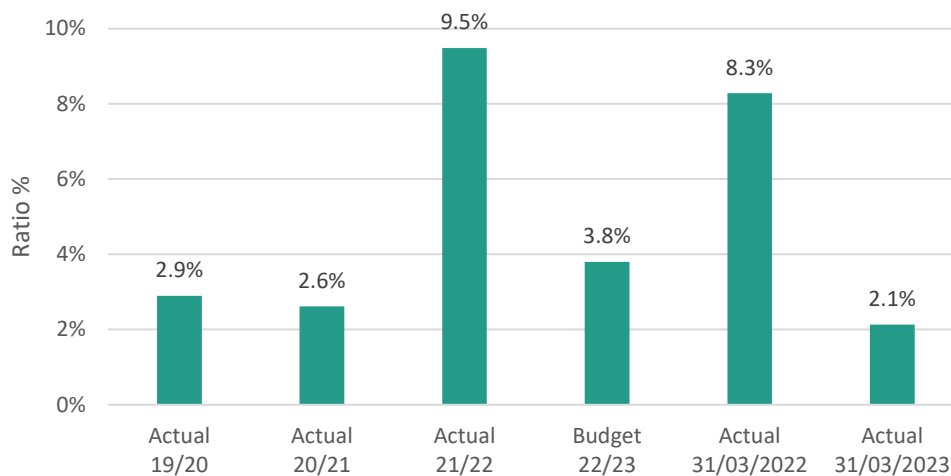
31 March 2023 Actual Calculation:

$\$525\text{K} / \$24,706\text{K} = 2.1\%$

Purpose of ratio:

To assess how reliant Council is on rates and charges revenue to meet interest and principal loan repayments.

The budget ratio of 3.8% and the actual ratio as at 31 March 2023 of 2.1% sits within the State Government target of between 0-5%.



Indebtedness

Measure:

non-current liabilities / own source revenue

2022/2023 Budget Calculation:

$\$4,975\text{K} / \$28,139 = 17.7\%$

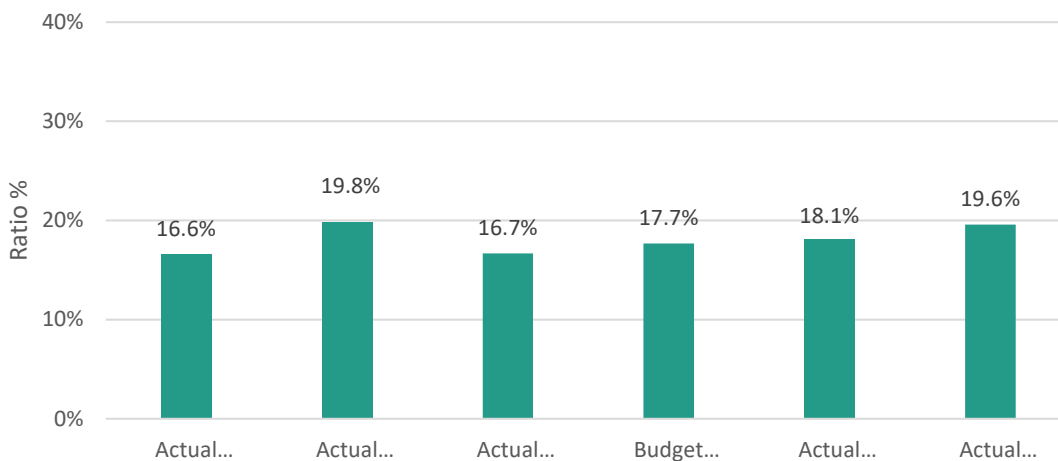
31 March 2023 Actual Calculation:

$\$5,507\text{K} / \$28,105\text{K} = 19.6\%$

Purpose of ratio:

To assess Council's ability to cover its medium to long-term liabilities with revenue not sourced by grants, monetary contributions, or non-monetary contributions.

This measure is relatively static over time and remains in the middle of the State Government target of between 0-40%.



6.3. Rates and charges

Rates concentration

Measure:

rates and charges / adjusted underlying revenue

2022/2023 Budget Calculation:

$\$24,804K / \$37,385K = 66.3\%$

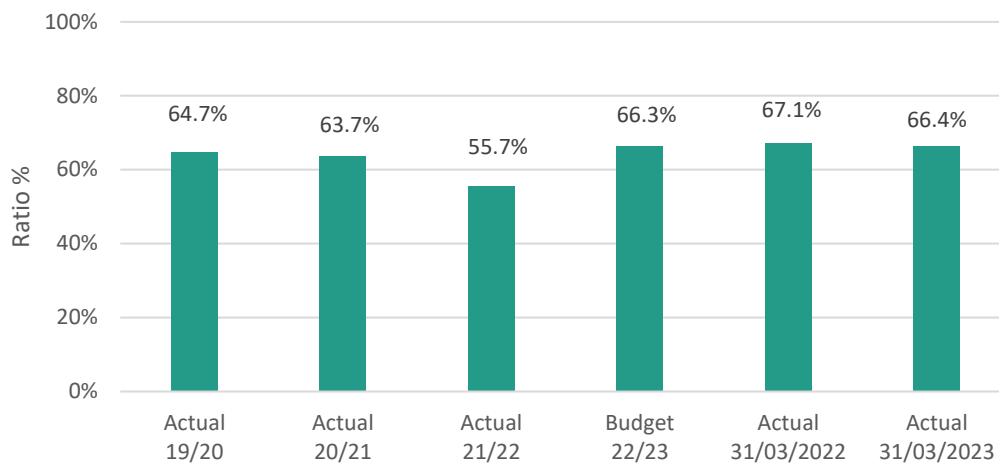
31 March 2023 Actual Calculation:

$\$24,706K / \$37,187 = 66.4\%$

Purpose of ratio:

This ratio measures Council’s reliance on rates and charges to fund operating services.

Sitting within the KPI range (30-80%) means that Council is less reliant on operating grants and user fees to fund operating expenditure. This measure is generally higher early in the financial year as rates revenue has already been recognised, as other user fees and charges are received during the year the actual result is expected to decrease and be within the State Government target by year end, which is consistent with prior years.



7. Rates and Other Debtors

As at 31 March 2023, Council's debtors are summarised below:

Debtor	March 2022 \$'000	March 2023 \$'000	Current \$'000	> 30 Days \$'000
Rates (including FSL debtors) ¹	9,193	10,382	8,004	2,378
Sundry	560	5,114	4,311	803
Other Debtors	165	173		
-GST	447	425		
-Pension Concession	218	106		
Less: provision for doubtful debts	(79)	(110)		
Less: LUAA	(145)	-		
TOTAL	10,359	16,090	12,315	3,181

1. Any payments made on rates and charges are applied to prior year outstanding balances first. Rates are classified as overdue when payment is not received by instalment date.

Overdue rates debtors were \$2.4M (including Fire Services Levy collected on behalf of the State Government) at 31 March 2023. At the same time last year overdue rates were \$1.83M, and the increase of \$570K in overdue rates debtors is an increase of 31%. This is due to a combination of the annual rate cap rate rise, the impacts of increased inflationary pressures and offering a support package of payment extensions on instalments.

Outstanding sundry debtors of \$5.1M comprise the following:

Government Grants includes \$4M for storm recovery.

Debtor Details	March 2022 \$'000	March 2023 \$'000
Government Grants	43	4,601
Leases	306	83
Planning	14	69
Environmental Health	6	-
Contract Services	7	-
HACC	2	-
Building	4	3
Fire Hazards	3	26
Local Laws	-	194
Other	175	137
Total	560	5,114

8. Councillor Expenses

Councillor Expenses for the three months ended 31 March 2023.

Councillor	Councillor Allowance	Mobile and Data	Conferences and Training	Travel and Accom	Mayoral Car Allowance	Childcare	Total
Cr Bray	21,634	976	686	-	-		23,297
Cr Drylie	34,852	976	3,213	3,188	-		42,228
Cr Halliday	16,938	976	686	1,845	-	176	20,621
Cr Henderson	16,938	1,088	686	-	-		18,712
Cr Hewitt	20,729	976	686	-	-		22,392
Cr Hood	34,613	1,318	715	-	4,388		41,034
Cr Simpson	16,938	1,734	686	-	-		19,358
Total	162,640	8,047	7,359	5,032	4,388	176	187,642

Councillor Allowances and Expenditure

The Victorian Government sets upper and lower limits for all allowances paid to Councillors and Mayors. Hepburn Shire Council is classified as a category one Council and allowances are paid in accordance with section 39 of the *Local Government Act 2020*. These allowances increased on 18 December 2022.

Mobile and Data

The provision of telecommunications services, including phones and laptop/tablet, are paid for by Council.

Travel and Accommodation

This category covers expenses associated with attendance by Councillors at approved short-term training, conferences and/or functions. The travel costs associated with the Mayor are associated with the provision of a council vehicle.

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Project Number	Project Name	Current Budget FY23	YTD Actual Expenses to MAR23	% of Annual Budget Spent	Full Year Forecast FY23	Variance to Budget FY23	Current Budget Income	YTD Actual Income	Project Status (select from drop down)	Current Expected Completion Date	Project Sponsor (Leadership Team Rep.)	Comments on Forecast and Completion Date (4 Lines maximum)
2022/23 Expenditure						2022/23 Income						
COMMUNITY AND DEVELOPMENT												
000504	Public Art Appropriation	32,903	2,360	7%	2,360	30,543	-	-	In Progress and Delayed	30 June 2023	F Fogarty	Project delayed due to weather and contractor availability.
000964	Hepburn Kindergarten Extension	-	23,836	0%	23,836	(23,836)	-	-	Project Cancelled		F Fogarty	Project cancelled. Grant funding returned. Main outstanding purchase order cancelled. Small remaining commitment to be cancelled
001047	Bullarto Interpretive Sign	3,996	-	0%	3,996	-	-	-	In Progress and On Track	30 April 2023	F Fogarty	Bullarto Notice Board Asset handover template completed, awaiting Finance action.
001174	Big Rainbow installation	-	14,732	0%	19,732	(19,732)	-	-	In Progress and On Track	31 March 2023	F Fogarty	\$20k contribution from Tinder expected to offset costs. Installation works on site to be completed by mid-March 2023.
Total Community Life		36,899	40,929	111%	49,926	(13,026)	-	-				
Buildings												
001112	Trentham Sportsground Reserve Pavilion	2,341,658	1,867,308	80%	1,947,308	394,350	1,431,750	1,233,049	In Progress and On Track	30 June 2023	K Sinclair	Construction completed with certificate of occupancy to be received in mid-April. Minister's Opening proposed to occur in mid-April or early May. Project aquittal to be completed by June 2023.
Building Improvements												
000741	Calemben Park Aquatics Project	212,456	209,091	98%	209,091	3,365	16,560	17,160	Hand Over Completed	30 June 2023	K Sinclair	Ministerial Opening held on Friday 24 March. All Close out tasks completed.
Footpaths and Cycleways												
001130	Daylesford to Hanging Rock Rail Trail	57,000	32,500	57%	57,000	-	-	-	In Progress and On Track	30 June 2023	K Sinclair	Stakeholder engagement complete and presently being incorporated into an Economic and Visitation Modelling Report. Draft on track for delivery by June 2023. No carryforward of budget or scope required.
Parks, Open Space and Streetscapes												
000898	Playspace Planning & Design	10,000	4,859	49%	10,000	0	-	-	In Progress and On Track	31 May 2023	K Sinclair	Daylesford skatepark signage to be installed mid-April, subject to contractor availability. Possible project saving. No carry forward is anticipated for this project.
001027	Outdoor Fitness Equipment	45,000	6,565	15%	33,827	11,173	-	-	In Progress and Delayed	30 April 2023	K Sinclair	Installation works delayed due to contractor availability and weather with works to be completed late April. Final invoice and asset handover to be undertaken once works are completed.
Recreational, Lelsure and Community Facilities												
000414	Hard Court Renewals	5,340	5,340	100%	5,340	-	-	-	Hand Over Completed	30 June 2023	K Sinclair	Project Completed
000906	Magic Pudding Playground Development	15,000	14,670	98%	14,670	330	-	-	Hand Over Completed	30 March 2023	K Sinclair	Project Completed. No carry forward for this project.
000913	Clunes Recreation Reserve Masterplan	23,664	17,099	72%	37,259	(13,595)	-	-	In Progress and Delayed	30 June 2024	K Sinclair	Further clarifications on the options to be finalised in May. This project has experienced three changes in scope totalling an approximate \$99,000 budget. A carry forward of funds to finalise the draft master plans and undertake community engagement is envisaged.
001081	Pool Building Renewal Works Program	578,880	63,626	11%	143,626	435,254	-	-	In Progress and On Track	30 September 2023	K Sinclair	Further works to be scheduled during pools off season. The RFO for the Granular Chlorine conversion anticipated for release in April 2023. Leak detection investigation on all pools completed. It is anticipated that all required works will be committed by 30 May 2023.
001088	Glenlyon Pavilion Redevelopment Project	50,000	-	0%	50,000	-	-	-	Not yet Started but On Track	30 June 2023	K Sinclair	Site investigation is being undertaken in conjunction with the Glenlyon Recreation Reserve Masterplan Project. Procurement of Architectural Services is be undertaken in May 2023 with project completion anticipated by June 2023.
001089	Newlyn Cricket Net Construction	5,000	4,466	89%	4,466	534	-	-	Close Out tasks Completed	30 June 2023	K Sinclair	Project completed. No carry forward for this project.

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Project Number	Project Name	Current Budget FY23	YTD Actual Expenses to MAR23	% of Annual Budget Spent	Full Year Forecast FY23	Variance to Budget FY23	Current Budget Income	YTD Actual Income	Project Status (select from drop down)	Current Expected Completion Date	Project Sponsor (Leadership Team Rep.)	Comments on Forecast and Completion Date (4 Lines maximum)
2022/23 Expenditure						2022/23 Income						
001094	Recreation Lighting Strategy	30,000	35,675	119%	47,400	(17,400)	-	-	In Progress and On Track	30 June 2023	K Sinclair	Sports lighting audits and assessment in progress and anticipated to be completed by end of April due to contractor availability. Draft report to be issued by end of March with project completion anticipated by mid June 2023.
001133	Jubilee Lake Playground Upgrade	24,000	723	3%	723	23,277	-	-	Project On Hold	On Hold	K Sinclair	This playspace was repaired following recent storm event. Officers seeking variation to transfer current budget allocation to undertake works at the Newlyn Recreation Reserve Playspace.
001137	Creswick Bowls Club - Green Redevelopment	399,000	18,797	5%	28,797	370,203	569,000	139,450	In Progress and Delayed	To be confirmed	K Sinclair	RFT failed to recommend a suitable contractor to undertake the project. A revised RFT has been prepared and released, with evaluation to be undertaken in April.
001143	Shade Sail - Quarry St Reserve Playground	35,000	35,000	100%	35,000	-	-	-	Close Out tasks Completed	30 June 2023	K Sinclair	All close out tasks completed.
001159	Aquatics Strategy Implementation	100,000	51,491	51%	51,491	48,509	-	-	In Progress and On Track	30 November 2023	K Sinclair	First phase Community and Stakeholder Engagement being undertaken during March and April. The project is on track to be completed by 30 November 2023. Carry Forward of \$48,509 and 2023/2024 budget request of \$60,000 is anticipated to be required to complete this project.
Total Economic Development and Recreation		3,931,998	2,367,209	60%	2,675,997	1,256,001	2,017,310	1,389,659				
TOTAL COMMUNITY AND DEVELOPMENT		3,968,897	2,408,138	61%	2,725,922	1,242,975	2,017,310	1,389,659				
ORGANISATIONAL SERVICES												
000497	Trentham Community Hub Design & Construct	4,260,727	1,371,762	32%	1,971,762	2,288,965	3,545,655	976,662	In Progress and On Track	1 March 2024	B Thomas	Car park works being brought forward whilst waiting for steel fabrication to be completed. Expected completion date reflects delays in time taken to approve the Contractor's extension of time and associated variation for the rectification of the existing hall.
000979	Hepburn Hub Coworking Space	-	-	0%	-	-	(80,000)	-	Project Cancelled		K Sinclair	Project Cancelled as per budget carry forward and project forecast review earlier in this year. Revised budgeted income reflects anticipated return of grant funding from prior years.
001020	Local Roads and Community Infrastructure Grant	-	-	0%	-	-	-	279,278	In Progress and On Track	30 June 2024	B Thomas	All projects under LRCI funding have received an extension to the eligible construction period to 30 June 2024 and final aquittal to 31 Dec 2024.
Total Director Organisational Services		4,260,727	1,371,762	32%	1,971,762	2,288,965	3,465,655	1,255,940				
000423	Library Collection and Technology Renewal Program	20,000	(12,983)	-65%	20,000	(0)	-	-	In Progress and On Track	30 June 2023	I McCreavy	Collection mainly sourced through Ballarat Library Service with billing in arrears.
Total Culture and Performance		20,000	(12,983)	-65%	20,000	(0)	-	-				
000557	IT Hardware / Technology Renewal Program	390,056	161,610	41%	390,056	(0)	-	-	In Progress and On Track	30 June 2023	B Thomas	This is a rolling equipment replacement program. On track with orders to begin being processed. Some items pending adoption of the ICT Strategy before issues orders or going to market. Forming RFO request now for some DR replacement equipment after end of life/support notifications in January 2023. Replacement tape drive unit for offline backups on order and pending delivery. This is for additional capacity and speed for tape backups. Within budget expectations.
001077	Server Equipment Replacement	76,976	53,830	70%	76,976	(1)	-	-	In Progress and On Track	30 April 2023	B Thomas	Disaster Recovery (DR) active in Creswick and work completed. Major core systems being replicated every 3 hours, others daily. Generator install completed and now doing final arrangements for close out.
Total ICT		467,032	215,440	46%	467,032	(1)	-	-				
TOTAL ORGANISATIONAL SERVICES		4,747,759	1,574,219	33%	2,458,794	2,288,964	3,465,655	1,255,940				
INFRASTRUCTURE AND DELIVERY												

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Project Number	Project Name	Current Budget FY23	YTD Actual Expenses to MAR23	% of Annual Budget Spent	Full Year Forecast FY23	Variance to Budget FY23	Current Budget Income	YTD Actual Income	Project Status (select from drop down)	Current Expected Completion Date	Project Sponsor (Leadership Team Rep.)	Comments on Forecast and Completion Date (4 Lines maximum)
2022/23 Expenditure						2022/23 Income						
001072	Bullarto Station Project	703,239	216,807	31%	366,807	336,432	433,612	433,612	In Progress and Delayed	30 November 2023	K Sinclair	Construction works progressing slower than expected. Funding variation to change the project completion date has been approved. Expect to carry forward all remaining funds to complete the project
001093	Hammon Park Trail Head	2,149,000	1,222,066	57%	2,149,000	(0)	1,842,262	1,717,262	In Progress and On Track	30 April 2023	B Lucas	Major landscaping works complete. New toilet block is nearing completion with expected handover by end of April. Ministerial event in planning to celebrate opening of the reserve and commencement of Trails construction.
Total Director Infrastructure and Delivery		2,852,239	1,438,873	50%	2,515,807	336,432	2,275,874	2,180,874				
Bridges												
000753	Bridge Renewal - Wheelers Bridge	239,309	12,315	5%	42,315	196,994	-	-	In Progress and On Track	30 June 2024	T May	All civil design work is now complete with the team looking to appoint a consultant to undertake detailed structural design. Aiming to tender a 'construct only' contract in July/August 2023 for construction starting early 2024.
001046	Bridge Renewal - Blampied-Mollongghip Rd	-	-	0%	-	-	50,000	-	Hand Over Completed	30 June 2023	T May	Works complete last financial year. Final grant funding recognised in June 2022 and received in March 2023.
001056	Bridge Renewal - Old Ballarat Rd - Cameron	510,000	475,261	93%	507,039	2,961	-	-	In Progress and On Track	30 June 2023	T May	Works were completed on site in January 2023. Final project acquittal and asset handover to occur in the coming months.
Drainage												
000410	Kerb & Channel Upgrade & Renewal Program	180,000	-	0%	30,000	150,000	-	-	In Progress and Delayed	30 September 2023	T May	Design works to be complete this month. Project to be tendered by end of financial year with construction anticipated to be rolled over into 23/24 until after winter.
001131	Drainage Upgrade and Renewal Program	317,280	172,555	54%	317,280	0	-	-	In Progress and On Track	30 June 2023	T May	Drainage works are ongoing. Drainage line under construction on Moore St, Creswick. Final project works in High St, Trentham to start in April 2023
Footpaths and Cycleways												
000112	Footpath Renewal Program	155,000	10,750	7%	110,750	44,251	-	-	In Progress and Delayed	31 August 2023	T May	Creswick, Daylesford and Trentham packages are awarded and will be constructed by 30 June 2023. The Clunes package will be tendered in the coming weeks with construction to occur post June 30.
001096	Clunes Pedestrian Crossing Point	44,552	-	0%	-	44,552	-	-	Not yet Started and Delayed	31 October 2023	T May	Reviewing options against available budget and expectations, with preliminary stakeholder meeting scheduled for April 2023.
001132	Footpath Expansion Program	375,659	11,695	3%	300,954	74,705	367,000	183,500	In Progress and Delayed	31 August 2023	T May	Creswick, Daylesford and Trentham packages are awarded and will be constructed by 30 June 2023. The Clunes package will be tendered in the coming weeks with construction to occur post June 30.
Other Infrastructure												
001101	Hepburn Mineral Spring Reserve Steps and Retaining Wall Refu	-	-	0%	-	-	-	-	Close Out tasks Completed	Complete	T May	Project completed in January 2023.
001116	Central Springs Bore Investigation	24,274	24,274	100%	24,274	-	24,274	-	Close Out tasks Completed	Complete	T May	Project completed March 2022 recommended works to tie in with masterplan detailed design project.
Parks, Open Space and Streetscapes												
000985	Creswick Fountain Refurbishment	-	2,287	0%	2,287	(2,287)	-	-	Project On Hold	Deferred	T May	Project deferred.
001073	Wombat Hill Botanic Gardens	688,079	103,678	15%	153,803	534,276	526,701	526,701	In Progress and Delayed	31 December 2023	T May	Stone steps and glasshouse conservatory refurbishment projects complete. Currently finalising water proofing and the heritage permit. Expected contractor award and construction shortly after. Project completion anticipated by December 2023.
001098	Lake Daylesford Amphitheatre Works	239,200	198,106	83%	198,106	41,094	-	-	Close Out tasks Completed	Complete	T May	Project completed in February 2023.
001171	Central Springs Masterplan - Detailed Design	383,000	9,499	2%	99,499	283,501	350,000	-	In Progress and On Track	Design complete by August 2023	T May	Detailed design phase commenced. Under expenditure anticipated to be utilised for construction of Stage 1 in early 2024

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Recreational, Lelsure and Community Facillties						2022/23 Expenditure		2022/23 Income				
001085	Chatfield Reserve Lake Daylesford Landscape Works	280,018	185,248	66%	254,254	25,764	-	-	In Progress and Delayed	30 April 2023	T May	Practical construction complete. Finalising contract and defects with contractor. Site expected to be open late April.
001172	Doug Lindsay Recreation Reserve Masterplan Implementation	-	-	0%	-	-	330,000	-	Not yet Started and Delayed	30 June 2024	T May	Works not expected to commence this financial year. Funding received will be treated as income in advance and recognised in future years.
Roads												
000100	Road Reseals Program	900,000	713,519	79%	923,782	(23,782)	968,831	-	In Progress and On Track	15 May 2023	T May	Reseal works complete in February '23. Invoice for linemarking outstanding. There are some minor asphaltting works to be completed in the coming weeks to finalise the program scope.
000102	Road Reseal Preparation	150,000	90,326	60%	90,326	59,674	-	-	In Progress and On Track	31 December 2022	T May	Reseal preparation works were completed in Dec '22 prior to the reseal program commencing. Allocated budget for this project is within the Reseal Program budget.
000103	Gravel Road Resheet Program	627,000	517,114	82%	617,114	9,886	-	-	In Progress and On Track	30 April 2023	T May	Resheet program is now complete with financial processing to occur in April 2023 to finalise the project.
001045	Road Rehab - Glengower-Cotswald Rd Intersection	-	-	0%	-	-	37,500	-	Hand Over Completed	Complete	T May	Works complete late '22 onsite. Balance of grant funding recognised in June 2022 and received in March 2023. Final project acquittal and asset handover to occur in the coming months.
001122	Intersection Upgrade - Kingston Rd	411,421	405,320	99%	411,421	0	415,872	-	In Progress and On Track	31 March 2023	T May	Construction works complete under budget. Acquittal in progress.
001138	Road Rehab - Dean-Newlyn Rd	416,130	292	0%	292	415,838	-	-	Project On Hold	Deferred	T May	Road project has been indefinitely deferred. Officers are proposing to reallocate the funding towards road patching works across the shire to alleviate non-claimable flood damage (see PJ001178). Project scoping underway with the works to be tendered in May 2023.
001139	Road Rehab - Ullina-Kooroocheang Rd	697,593	409,451	59%	584,451	113,142	465,062	-	In Progress and On Track	30 April 2023	T May	Road was constructed by the internal Works team. Project was sealed first week of April. Minor tidy up works outstanding.
001140	Road Rehab - Design for FY24 Projects	120,555	47,575	39%	120,555	-	-	-	In Progress and On Track	30 June 2023	T May	Annual program to facilitate design work for infrastructure renewal programs. Design work for 2023-24 construction program is ongoing. Expected to spend budget by end of financial year
001142	Road Upgrade - Fourth St, Hepburn	50,000	56,527	113%	56,527	(6,527)	-	-	Hand Over Completed	31 March 2023	T May	Project complete. Minor cost overrun due to unknown drainage upgrades required onsite.
001178	Sealed Road Patching and Improvements - 2023	-	-	0%	-	-	-	-	In Progress and On Track	1 October 2023	T May	Project has been set up as a result of reallocating the funding from the Dean Newlyn Road, Road Rehabilitation Project (PJ001138). Scoping works are now complete. Triage of data and breakdown of works packages in progress.
Total Operations		6,809,070	3,448,791	51%	4,846,027	1,964,043	3,535,240	710,201				
Buildings												
000975	Creswick Mechanics Institute Building upgrades	280,659	23,912	9%	173,912	106,747	-	-	In Progress and On Track	30 June 2025	S Mennie	Project progressing slower than anticipated due to weather and labour shortages. Updated program from builder is pending. Carry forward of budget required for committed stage 2 design and project management.
001082	Creswick Town Hall	1,124,423	635,239	56%	1,035,239	89,184	873,406	655,770	In Progress and On Track	30 June 2023	B Lucas	Chimney above Caretaker's cottage requiring stabilisation works. Paint has been delayed but is progressing steadily, copper roofing completed to clock tower. Updated program from builder is pending but May completion now likely. Museum is now operational.
Building Improvements												
000287	Building and Structures Renewal Program	-	72,988	0%	55,818	(55,818)	-	31,100	In Progress and On Track	30 June 2023	S Mennie	FY23 budget allocated to Newlyn Hall Project (PJ001161). Costs to date reflect minor renewal activities.
000553	Sustainability Strategy - Towards Zero - Council Assets	61,500	28,410	46%	61,500	(0)	18,461	-	In Progress and On Track	30 June 2023	S Mennie	Overarching administration of various initiatives including expansion of public EV charging stations network and Council-owned buildings upgrades. All projects progressing well.

Hepburn Shire Council
Statement of Capital Works as at 31 March 2023

ATTACHMENT 13.1.2

Project Number	Project Name	Current Budget FY23	YTD Actual Expenses to MAR23	% of Annual Budget Spent	Full Year Forecast FY23	Variance to Budget FY23	Current Budget Income	YTD Actual Income	Project Status (select from drop down)	Current Expected Completion Date	Project Sponsor (Leadership Team Rep.)	Comments on Forecast and Completion Date (4 Lines maximum)
2022/23 Expenditure						2022/23 Income						
000662	Daylesford Town Hall External Review	120,750	34,500	29%	120,750	(0)	-	-	In Progress and Delayed	30 June 2023	S Mennie	Porch repairs completed in January. Assessment for stage 2 works including water damage to first floor completed. Scope of works to be developed by March end.
000739	Public Toilets Program - Quarry St	480,000	324,007	68%	449,007	30,993	-	-	Hand Over Completed	31 May 2023	S Mennie	Project has received final certification, reached PC and opened to the public. Remaining minor defects are to be attended to over the coming weeks. All invoices are to be finalised prior to end of financial year.
000740	Glenlyon Public Toilets	5,000	-	0%	-	5,000	-	-	Project On Hold	On Hold	S Mennie	Project on hold
001158	Hammon Park Pavilion Repairs	50,000	-	0%	50,000	-	-	-	In Progress and Delayed	30 June 2023	S Mennie	Quotations received, some revision required for scope of works. To be requested with a plan to begin works in April.
001161	Newlyn Main Hall Floor Replacement	150,000	143,428	96%	168,428	(18,428)	-	-	In Progress and On Track	31 May 2023	S Mennie	Pier stabilisation, new sub-floor, strip flooring and skirting install and sand and coating completed ready for club use on 15 April.
Plant and Machinery												
000131	Vehicle and Plant Replacement	1,020,000	1,041,383	102%	1,056,383	(36,383)	177,932	201,906	In Progress and Delayed	31 October 2023	S Mennie	Single remaining item to be received prior to 30/6/2023 remaining scheduled items to be procured in 2023-24 year.
000599	National Flagship Bioenergy Facility	124,430	67,189	54%	122,189	2,241	-	-	In Progress and On Track	30 June 2023	S Mennie	On track to stay within budget until end of financial year.
001173	EV Charging Stations for HSC Fleet - Daylesford	30,000	9,910	33%	29,910	90	-	5,250	In Progress and Delayed	31 December 2023	S Mennie	Further electrical connection works completed at Duke Street to be commissioned in March. Delays expected at Town Hall while completing electrical audit.
Recreational, Lelsure and Community Facilities												
001084	Lee Medlyn Bottle Museum	291,051	33,685	12%	58,685	232,366	-	-	In Progress and Delayed	1 February 2024	S Mennie	Pending budget approval, construction tender due for release May with recommendation for award aiming for July Council meeting. Works completion likely early 2024.
001144	Dog Parks Master Planning	40,000	2,756	7%	15,923	24,077	-	-	In Progress and Delayed	30 June 2023	S Mennie	Desktop analysis and strategic review currently underway. Site analysis to occur February-March, with draft options to be proposed in April for community consultation.
Total Waste, Facilities and Community Safety		3,777,813	2,417,408	64%	3,397,746	380,068	1,069,799	894,026				
TOTAL INFRASTRUCTURE AND DELIVERY		13,439,122	7,302,072	54%	10,768,680	2,680,542	6,880,913	3,755,101				
TOTAL CAPITAL WORKS		22,155,778	11,284,430	51%	15,943,297	6,212,481	12,363,878	6,400,701				
Represented by:												
	New asset expenditure	7,117,989	2,772,379	39%	4,729,470	2,388,519	5,699,191	3,161,952				
	Asset renewal expenditure	9,844,938	6,052,520	61%	8,125,540	1,719,397	2,986,124	905,936				
	Asset upgrade/expansion expenditure	5,192,851	2,463,417	47%	3,088,286	2,104,565	3,678,563	2,332,812				
Total capital works expenditure		22,155,778	11,288,316	51%	15,943,296	6,212,481	12,363,878	6,400,701				

Hepburn Shire Council
Special Projects Report as at 31 March 2023

Project Number	Project Name	Current Budget FY23	YTD Actual Expenses to MAR23	% of Annual Budget Spent	Full Year Forecast FY23	Variance to Budget FY23	Current Budget Income	YTD Actual Income	Project Status (select from drop down list)	Current Expected Completion Date	Project Sponsor (Leadership Rep.)	Comments on Forecast and Completion Date (4 Lines maximum)
2022/23 Expenditure							2022/23 Income					
Non-Recurrent Projects												
COMMUNITY AND DEVELOPMENT												
000570	RAP Development 2021-24	34,000	1,500	4%	1,500	32,500	-	-	In Progress and Delayed	30 June 2023	F Fogarty	A new Reconciliation Advisory Committee has been formed and development of commencement of a new Reconciliation Action Plan has been made a priority and commenced with registration with Reconciliation Australia
000996	Arts and Culture Strategy	22,500	17,613	78%	17,613	4,887	-	-	In Progress and On Track	30 June 2023	F Fogarty	Consultation component completed. Balance of Strategy is still under development.
001105	Christmas Community Planning	10,000	9,007	90%	9,007	993	-	-	Hand Over Completed	30 April 2023	F Fogarty	Seasonal decorations installed in Trentham, Clunes and Creswick with assistance from Community Groups and contractors. Remainder of costs expected to be accounted for in January.
Total Community Life		66,500	28,120	42%	28,120	38,380	-	-				
000676	Implement biodiversity strategy actions	46,694	-	0%	-	46,694	-	-	In Progress and Delayed	31 December 2023	D Kennedy	Draft RFQ developed, awaiting feedback on engagement strategy.
001003	Flora and Fauna assessments	25,080	25,080	100%	25,080	-	-	-	In Progress and On Track	30 June 2023	D Kennedy	This report has been finalised. Balance of assessments to be managed as part of Strategic planning projects. RFQ for other township assessments has been released.
001044	Lake Daylesford Gully Fuel Management Project	40,550	18,998	47%	40,550	0	40,455	40,455	In Progress and On Track	30 June 2023	D Kennedy	Final spray works commenced in December. Projected 2022-23 costs in line with grant from CFA already received.
001049	Wheatsheaf Firescape	23,000	5,645	25%	10,004	12,996	22,727	5,645	In Progress and On Track	30 June 2023	D Kennedy	Final spray works commenced in December. Projected 2022-23 costs in line with grant from CFA already received.
001054	Streamlining for Growth	64,600	-	0%	50,000	14,600	50,000	50,000	In Progress and On Track	30 June 2023	D Kennedy	Streamlining Funds to be expended by 30/06/23 as a condition of contract with VPA.
001147	Western Transmission Line Strategy	88,725	33,569	38%	48,569	40,156	-	-	In Progress and On Track	30 June 2024	D Kennedy	Completion date extended by 12 months due to changes to WRL and VNI West projects proposed by AEMO.
001160	Settlement Strategy and Township Structure Plans	396,052	55,759	14%	351,423	44,629	-	-	In Progress and On Track	30 June 2024	D Kennedy	Four major contracts have been let out in Q3 2023. Substantial progress expected in the next 2 months enabling payments to consultants.
Total Strategic Planning		684,701	139,051	20%	525,626	159,075	113,182	96,100				
000680	Glenlyon Recreation Reserve - master plan	51,176	23,682	46%	33,682	17,494	-	(50)	In Progress and On Track	30 October 2023	K Sinclair	Final draft masterplan development is in progress. Public exhibition is anticipated for June 2023 with adoption to occur in Sept/Oct 2023.
000878	Hub For Premium Produce	288,497	236,573	82%	239,073	49,424	-	-	In Progress and On Track	30 June 2023	K Sinclair	Aquittal in progress to be finalised in May / June
000973	Visit Victoria Grant Program	20,000	20,000	100%	20,000	-	-	-	In Progress and Delayed	30 June 2023	K Sinclair	Still in the process of identifying an event in the Shire to carry forward the funding. Likely Spudfest 2024 however will depend on the event delivery this year.
000998	Hepburn Shire Aquatics Strategy	-	-	0%	-	-	3,000	3,000	Close Out tasks Completed	30 June 2023	K Sinclair	Project completed. Final instalment of grant funding received.
001164	Outdoor Activation Program	245,581	254,321	104%	254,321	(8,740)	272,518	272,518	Close Out tasks Completed	30 June 2023	K Sinclair	Completed

Hepburn Shire Council
Special Projects Report as at 31 March 2023

ATTACHMENT 13.1.3

Project Number	Project Name	Current Budget FY23	YTD Actual Expenses to MAR23	% of Annual Budget Spent	Full Year Forecast FY23	Variance to Budget FY23	Current Budget Income	YTD Actual Income	Project Status (select from drop down list)	Current Expected Completion Date	Project Sponsor (Leadership Rep.)	Comments on Forecast and Completion Date (4 Lines maximum)
2022/23 Expenditure							2022/23 Income					
001166	Walking and Cycling Strategy 2022-23	45,000	-	0%	-	45,000	-	-	In Progress and On Track	30 June 2023	K Sinclair	Project incorporated into the Hepburn Shire wide Integrated Transport Strategy.
Total Community & Economic Development		650,254	534,576	82%	547,076	103,179	275,518	275,468				
TOTAL COMMUNITY AND DEVELOPMENT		1,401,455	701,746	50%	1,100,821	300,634	388,700	371,568				
ORGANISATIONAL SERVICES												
001167	Hepburn Pulse Software	69,076	60,305	87%	75,605	(6,529)	-	-	In Progress and On Track	30 June 2023	B Thomas	Implementation of software is progressing with the next module LGPR scheduled to be rolled out by July 2023.
Total Director Organisational Services		69,076	60,305	87%	75,605	(6,529)	-	-				
001110	Electoral Representation Review 2021-22	35,000	-	0%	60,000	(25,000)	-	-	In Progress and On Track	30 June 2023	B Thomas	Structure review is underway, being led by the VEC. First round consultation has been completed and the project is on track to be completed by end of financial year. Cost over run due to VEC costs.
Total Governance		35,000	-	0%	60,000	(25,000)	-	-				
001150	Technology One Development	434,550	14,979	3%	36,979	397,571	-	-	In Progress and Delayed	30 June 2024	C Whyte	Project commenced, however many of the projects will be delivered over the next 2-3 years and will be carried over to 23/24 budget years.
Total ICT		434,550	14,979	3%	36,979	397,571	-	-				
TOTAL ORGANISATIONAL SERVICES		538,626	75,284	14%	172,584	366,042	-	-				
INFRASTRUCTURE AND DELIVERY												
001128	Office Improvements	69,961	86,976	124%	86,976	(17,015)	-	-	In Progress and On Track	30 June 2023	S Mennie	Have been working with Office Move Group to prioritise minor works such as removal of window bars and wall in Duke St demountable.
001129	New Office Accommodation Planning	30,000	6,413	21%	6,413	23,587	-	-		31 December 2023	B Lucas	Project plan and program drafted. The initiation stage of the project is expected to be completed in July 2023 with planning and concept design in the second half of 2023.
Total Director Infrastructure and Delivery		99,961	93,389	93%	93,389	6,572	-	-				
001111	Storm clean up - Trentham June 2021 NDFA	1,999,991	85,862	4%	172,101	1,827,890	2,485,539	-	In Progress and On Track	30 June 2023	B Lucas	The June 2021 storm clean up works are basically completed. Further work to reconcile the figures presented is required to provide greater clarity.
001113	Storm Recovery 2021 BRV	88,732	363,626	410%	465,626	(376,894)	-	399,997	In Progress and On Track	30 June 2023	B Lucas	The June 2021 storm clean up works are basically completed. Further work to reconcile the figures presented is required to provide greater clarity.
001115	Storm Recovery - January 2022 - NDFA	4,999,953	412,288	8%	500,804	4,499,149	6,233,185	4,106	In Progress and On Track	30 June 2023	B Lucas	Many works completed and now being rescoped again following October flood event. Expenditure for this recovery is expected to be significantly lower than initially forecast. Budget realignment between events is currently in process.

Hepburn Shire Council
Special Projects Report as at 31 March 2023

ATTACHMENT 13.1.3

Project Number	Project Name	Current Budget FY23	YTD Actual Expenses to MAR23	% of Annual Budget Spent	Full Year Forecast FY23	Variance to Budget FY23	Current Budget Income	YTD Actual Income	Project Status (select from drop down list)	Current Expected Completion Date	Project Sponsor (Leadership Rep.)	Comments on Forecast and Completion Date (4 Lines maximum)
2022/23 Expenditure							2022/23 Income					
001145	Targeted Recovery Fund Initiative	147,400	148,842	101%	153,877	(6,477)	147,400	147,400	Close Out tasks Completed	30 June 2023	B Lucas	All targeted recovery fund projects are now complete.
001168	Storm Recovery - Disaster Relief Australia	-	-	0%	218,889	(218,889)	-	218,889	In Progress and On Track	30 June 2023	B Lucas	Project now underway with numerous private properties clean up already completed. Anticipated project completion by 30 June 2023.
001169	Storm Recovery - Community Led Recovery Projects	-	1,649	0%	42,729	(42,729)	-	151,830	In Progress and On Track	31 December 2023	B Lucas	Non budgetted community led recovery projects are continuing with support from the Storm Recovery team. It's anticipated
001170	Storm Recovery - October 22 Storm Cleanup - NDFA	-	3,621,842	0%	6,000,000	(6,000,000)	-	1,630,000	In Progress and On Track	30 June 2025	M McDonald	Preliminary estimate of total costs \$16.5m provided to NDFA. Expenditure to date is approx \$3.6M. Works are continuing whilst claims are being assessed.
Total Emergency Management		7,236,076	4,634,109	64%	7,554,026	(317,950)	8,866,124	2,552,222				
000616	Creswick Trails	1,550,690	1,100,077	71%	1,640,077	(89,387)	572,000	(350,000)	In Progress and On Track	31 December 2024	B Lucas	Construction continues to progress with works progressing according to schedule given good weather.
Total Major Projects		1,550,690	1,100,077	71%	1,640,077	(89,387)	572,000	(350,000)				
001118	WHBG Collections Policy and Plant Labels	22,647	8,000	35%	8,000	14,647	18,383	18,383	Close Out tasks Completed	Completed	T May	Project completed in December 2022. Surplus funding to be returned to Heritage Victoria through acquittal process.
001119	HMSR Lighting Audit and Repairs	8,790	8,790	100%	8,790	-	-	-	Close Out tasks Completed	Completed	T May	Project completed in December 2022.
Total Operations		31,437	16,790	53%	16,790	14,647	18,383	18,383				
000875	Solar Savers	100,000	14,036	14%	99,708	292	179,756	(6,000)	In Progress and On Track	30 June 2023	S Mennie	Project has progressed through to seeking endorsement at 18 April Council meeting of the special rates charge for 15 participating households. On track and on budget.
000918	Streetlights Towards Zero	-	-	0%	-	-	-	39,942	In Progress and On Track	30 June 2023	S Mennie	Works complete, agreement with Powercor to buyback unused lighting fixtures, Council to invoice Powercor. Closeout of project expected by June.
001005	Organic Waste Kerbside Collection	18,701	660	4%	18,660	41	-	-	In Progress and On Track	30 June 2023	S Mennie	On track to stay within budget until end of financial year.
001011	Hepburn Energy Savvy Upgrades 2020	-	4,977	0%	4,977	(4,977)	-	-	Hand Over Completed	30 April 2023	S Mennie	Expenses in current year relate to prior year costs. TechOne purchase orders now
001109	Sustainable Hepburn	150,000	-	0%	150,000	-	-	-	In Progress and Delayed	TBC	S Mennie	Officers to brief councillors in April on FOGO rollout.
001126	Rex Sale Costs	21,945	69,936	319%	131,972	(110,027)	-	-	In Progress and On Track	31 May 2023	S Mennie	Settlement occurred in April.
001134	Circular Economy Stage 2	35,000	-	0%	35,000	-	-	-	In Progress and On Track	30 June 2023	S Mennie	Stage 2 work underway and on-track. Please change column AU project manager to J Newcombe for future updates on this project.

**Hepburn Shire Council
Special Projects Report as at 31 March 2023**

Project Number	Project Name	Current Budget FY23	YTD Actual Expenses to MAR23	% of Annual Budget Spent	Full Year Forecast FY23	Variance to Budget FY23	Current Budget Income	YTD Actual Income	Project Status (select from drop down list)	Current Expected Completion Date	Project Sponsor (Leadership Rep.)	Comments on Forecast and Completion Date (4 Lines maximum)
2022/23 Expenditure							2022/23 Income					
001135	Regenerative Agriculture	20,000	-	0%	20,000	-	-	-	In Progress and On Track	30 June 2023	S Mennie	Project progressing as planned. Purchase order for \$10,000 to be paid to Macedon Ranges Council in April to cover 1 year participation fees in Healthy Landscapes program.
001136	Fleet Transition to Zero Emissions Vehicles	-	2,859	0%	5,423	(5,423)	-	-	Project On Hold	30 June 2024	S Mennie	Planned to undertake engagement of consultant as part of Consortium. Project deferred to FY24 in Budget Carry Forward review.
Total Waste, Facilities and Community Safety		<u>345,646</u>	<u>92,467</u>	27%	<u>465,740</u>	<u>(120,094)</u>	<u>179,756</u>	<u>33,942</u>				
TOTAL INFRASTRUCTURE AND DELIVERY		<u>9,263,810</u>	<u>5,936,832</u>	64%	<u>9,770,021</u>	<u>(506,211)</u>	<u>9,636,263</u>	<u>2,254,547</u>				
TOTAL NON-RECURRENT PROJECTS		<u>11,203,891</u>	<u>6,713,862</u>	60%	<u>11,043,426</u>	<u>160,465</u>	<u>10,024,963</u>	<u>2,626,115</u>				

13.2 ANNUAL PLAN 2022/2023 - QUARTER 3 PROGRESS REPORT

Go to 01:33:10 in the meeting recording to view this item.

CHIEF EXECUTIVE OFFICER

In providing this advice to Council as the Grants and Corporate Reporting Officer, I Kelly Lewis have no interests to disclose in this report.

ATTACHMENTS

1. Annual Plan Progress - Q 3 [13.2.1 - 18 pages]

OFFICER'S RECOMMENDATION

That Council notes the progress and updates of the Annual Plan 2023/24 for quarter 3.

MOTION

That Council notes the progress and updates of the Annual Plan 2023/24 for quarter 3.

Moved: Cr Don Henderson

Seconded: Cr Jen Bray

Carried

Voted for: Cr Brian Hood, Cr Don Henderson, Cr Jen Bray, Cr Juliet Simpson, Cr Lesley Hewitt, Cr Tessa Halliday and Cr Tim Drylie

Voted against: Nil

Abstained: Nil

EXECUTIVE SUMMARY

The attached report provides an update on the progress against projects and initiatives included in the Annual Plan 2022/2023.

This quarter has seen a significant shift to complete our annual priorities, increasing from three completed last quarter to 11 that have now been completed. The number of projects that progress has been delayed has decreased from 12 projects to eight.

Significant progress on the majority of actions has been undertaken, which is pleasing given the constraints of a tight recruitment market, price escalations, lack of available contractors and impacts of storm works. Managers will continue to work with their teams to progress and complete projects and initiatives by the end of the next quarter.

BACKGROUND

The Annual Plan outlines the actions for 2022/2023 that will be implemented as priorities from the Council Plan 2021/2025 and Annual Budget 2022/2023. The Annual Plan was adopted by Council at its Ordinary Meeting on 28 June 2022.

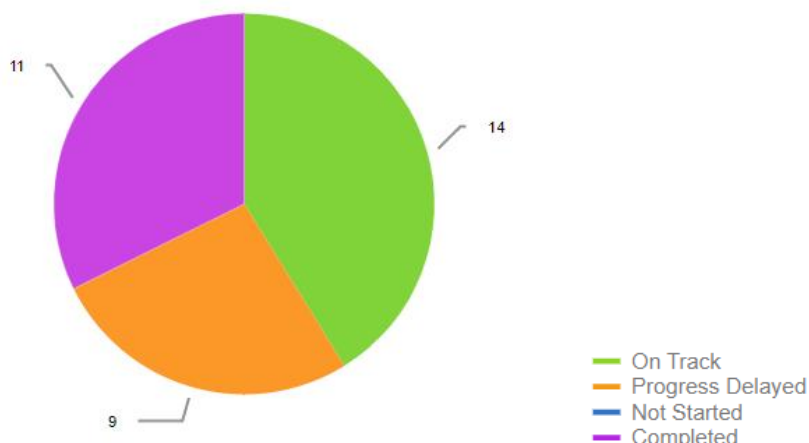
The Annual Plan details on the progress of actions in the Council Plan, and the quarterly report updates Councillors and the Community on the progress on the actions.

KEY ISSUES

The attached report provides a list of the projects included in the Annual Plan 2022/2023 and a progress comment has been provided for each project by the responsible officer, for the third quarter period.

The following graph provides a snapshot of the current status of projects as of 31 March 2023. Significant progress has been made on many of the projects this quarter, with the following changes from last quarter:

Status	Q1	Q2	Q3
<i>On Track</i>	20	19	14
<i>Progress Delayed</i>	10	12	9
<i>Not Started</i>	1	0	0
<i>Completed</i>	3	3	11



COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Council Plan 2021-2025

3. Embracing our past and planning for the future
 - o 3.3 Build and maintain infrastructure that supports liveability and activity in our community.
5. A dynamic and responsive Council
 - o 5.2 A sustainable and agile organisation with strong corporate governance that supports excellent operations.

- o 5.3 Actively communicate, inform and engage with our community about events and decision-making.

FINANCIAL IMPLICATIONS

All Annual Plan 2022/2023 Projects and Initiatives have been budgeted for in this current financial year.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Community Engagement in accordance with the adopted policy is considered on a project-by-project basis. This progress report will be placed on Council's website.

RISK AND GOVERNANCE IMPLICATIONS

The implications of this report have been assessed in accordance with the requirements of the Victorian Charter of Human Rights and Responsibilities. Project comments have been updated to confirm status as of 31 March 2023.

ENVIRONMENTAL SUSTAINABILITY

There are no environment sustainability implications associated with this report. Individual projects will consider environmental sustainability implications where appropriate.

GENDER IMPACT ASSESSMENT

There are no direct gender equity implications associated with this report. Individual projects will consider gender impacts where appropriate.

Annual Plan 2022/2023

Progress Report – Q3

January – March 2023



Hepburn Shire - an inclusive rural community located in Dja Dja Wurrung country where all people are valued, partnerships are fostered, environment is protected, diversity supported, and innovation embraced.



Our five focus areas:




A resilient, sustainable and protected environment

A responsive, adaptive, and resilient community that addresses climate change and biodiversity.


Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.1	Vehicle Charging Stations: Partner with Hepburn Energy and Chargefox to install three electric charging stations in Creswick, Hepburn Springs and Trentham.	Waste, Facilities and Community Safety	01/01/2023	Creswick EV charging station has been installed and is planned to go live end of April and Hepburn Springs is about to begin construction. The EV Charging Station for Trentham is in planning phase in line with Trentham Hub project and will now not be completed until early 2024.	
AP23.2	Sustainable Hepburn: Develop and implement the 'Sustainable Hepburn Strategy' to align waste, sustainability and biodiversity strategies. This includes \$150,000 for Waste initiatives and \$75,000 for Sustainability initiatives.	Waste, Facilities and Community Safety	01/06/2023	Planning is underway to roll out organics kerbside collection. This is anticipated to roll out shire-wide in first half of 2024. Sustainability initiatives are currently underway and include: Circular Economy Stage 2 (roadmaps and broad community engagement); regenerative agriculture program running workshops and on-farm visits; tender for renewable electricity supply to close in April; community battery feasibility complete; and climate adaptation toolkit delivered.	

AP23.3	<p>Destination Management Plan: Partner with DMT to develop a regional destination management plan which will include local tourism action plans to ensure community needs are understood and addressed.</p>	<p>Economic Development and Recreation</p>	<p>01/06/2023</p>	<p>Partnering with Daylesford Macedon Tourism to deliver the Destination Management Plan and Local Area Action Plans. A contract is in place to deliver this work. Stakeholder engagement plan has been developed, which includes industry, council officers and community. Sessions with industry are to occur in April 2023. A draft Destination Management Plan and local area action plan are anticipated to be available for feedback in June.</p>	
AP23.4	<p>Linking sustainability and public health: Develop a MOU with Central Highland Rural Health to ensure a collaborative approach to resource management and community messaging regarding the link between sustainability and public health.</p>	<p>Community Life</p>	<p>01/06/2023</p>	<p>A Memorandum of Understanding was developed and signed by Central Highlands Rural Health and Hepburn Shire Council. The collaborative partnership continues in the implementation of the Hepburn Shire Council Municipal Health and Wellbeing Plan and the Central Highlands Rural Health Population Health Plan.</p> <p>An annual review of the MOU is in progress to improve formal communication and co-branding.</p>	




AP23.5	Flora and Fauna Assessment: Conduct a biodiversity assessment as part of the Creswick Structure Plan.	Strategic Planning	01/09/2022	Creswick Flora and Fauna Assessment report completed. This report will feed into Council's Structure Planning initiatives.	
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STATUS

 On Track

 Progress
Delayed





 Completed


 Not Started


 Cancelled

A healthy, supported and empowered community

A community that values connection, supports diversity, health, and wellbeing, and is inclusive of all people and their needs

Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.6	Affordable long-term housing: Advocate for involvement in the Victorian State Government's Big Housing Build Program.	Strategic Planning	01/06/2023	The second phase of engagement was completed February 2023. A 'Solutions Forum' was held at Daylesford Town Hall and the Draft Affordable Housing Strategy is under development.	
AP23.7	Trentham Community Hub: Continue constructing the new multi-purpose community facility, featuring the new library and Council Customer Services.	Projects	01/06/2023	Impacts of previous delays continue to be managed to minimise the delay to completion. Ground works are mostly complete, footings and carpark work is underway, whilst steel supply delayed.	
AP23.8	Disability Access Inclusion Plan: Develop and adopt a new plan.	Community Life	01/12/2022	Hepburn Shire Council Disability Action Plan has been finalised and endorsed by Council at the February 2023 Council meeting	
AP23.9	Aquatics Strategy Implementation: Undertake further detailed investigation and development of a feasibility Study and	Economic Development and Recreation	01/06/2023	A Situational Analysis is now complete, which will guide the development of the Feasibility Study and Business Case. The Community and Stakeholder Engagement Plan development is now complete. Phase 1 engagement was undertaken in	

	Business Case for Indoor Aquatics Provision.			March 2023, through a community survey that resulted in over 440 surveys' being completed and direct engagement commencing with key stakeholders. This project has a November 2023 expected completion date.	
AP23.10	Walking and Cycling Strategy: Develop and adopt a Walking and Cycling Strategy.	Economic Development and Recreation	01/06/2023	Movement and Place Consulting are now engaged to undertake the Hepburn Shire Wide Integrated Transport Strategy (HSWITS) that incorporates key objectives of the walking and cycling strategy. The Project Working Group is developing the Community and Stakeholder Engagement Plan. This project will be completed in 2023/2024.	
AP23.11	Creating a circular food economy in the Hepburn Shire: Partner with local organisations to increase access to healthy and affordable food.	Waste, Facilities and Community Safety	01/06/2023	Council is working closely with partners to build awareness and programs to support a circular food economy in the Hepburn Shire. This includes working with emergency food relief agencies to understand the demand and access challenges for affordable food within the region for vulnerable populations.	

AP23.12	Improved mental wellbeing within the community: Establish a mental health support network for organisations that have a focus on mental health support and referral processes throughout the Hepburn region	Community Life	01/06/2023	Scoping of potential participants for a mental health network is currently in progress and draft Terms of Reference is currently under development.	
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STATUS



On Track



Progress Delayed



Completed





Not Started



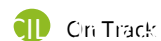
Cancelled

Embracing our past and planning for the future

We acknowledge and empower the Traditional Owners and other cultures of our area to protect our historical roots while planning for future generations.

Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.13	COVID Stimulus Infrastructure Projects: Continue to deliver key stimulus funded projects including, Bullarto Station Tourist Precinct, Creswick Town Hall and Wombat Hill Botanical Gardens	Projects	01/06/2023	Projects are experiencing delays due to construction industry challenges. Bullarto Station upgrades well underway, with construction at frame stage complete. Creswick Town Hall construction works well underway and on track with contractor's program, anticipated completion in May 2023; Wombat Hill Botanical Gardens construction stage procurement underway, with technical and scope review to manage budgetary constraints.	
AP23.14	Reconciliation Action Plan: Develop and adopt a Reconciliation Action Plan.	Community Life	01/12/2022	Council is liaising with Reconciliation Australia to develop the new plan. Procurement for the Plan's development is currently in planning stage.	

STATUS



On Track



Progress Delayed






Completed





Not Started



Cancelled

Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.15	UNESCO Goldfields World Heritage: Partner with other Council's to advocate for UNESCO World Heritage Listing of the Central Victorian Goldfields.	Economic Development and Recreation	01/06/2023	Goldfields World Heritage Bid team have gathered feedback for the preparation of the Sustainable Tourism Investment Master Plan including cross-regional World Heritage Journeys. Engagement was promoted via Facebook and Business eNewsletter.	
AP23.16	Strategic Planning Work Program: Implement year 2 of council program of strategic planning work to be delivered in accordance with financial budget allocations, including continued work on Creswick Structure Plan and commencement of Trentham Structure Plan.	Strategic Planning	01/06/2023	Strategic Planning Work Program underway with appointment of key consultants and initial stages of community engagement commenced in Q2 of 2023.	
AP23.17	Hammon Park Trailhead, Creswick - Construct: Complete construction of the Trailhead at Hammon Park in Creswick	Projects	01/03/2023	Construction phase nearing completion, anticipated for April 2023.	

Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.18	Trentham Sportsground Pavilion - Construct: Complete construction of the pavilion and change facilities.	Projects	01/12/2022	Completion imminent with minor works and approvals required, including for plumbing for fire services to the facility. Majority of building works complete.	
AP23.20	Key Projects Advocacy: Continued advocacy for State and Federal Government funding of Councils key projects identified in the HSC Advocacy Statement.	Grants and Corporate Reporting	01/06/2023	Council and staff continue to advocate for financial support from State and Federal Governments to assist in the delivery of our community's vision for our Shire. Funding opportunities have actively been sought to support our: ongoing emergency management activities; environmental sustainability goals; and to develop our community recreation spaces. Advocacy for funding of key projects will be an ongoing process.	

STATUS



On Track



Progress Delayed



Completed




Not Started



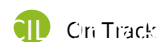
Cancelled

Diverse economy and opportunities

Our community is enhanced by a diverse and resilient economy that supports local aspirations through opportunity.

Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.19	Youth "ACE" Strategy 2022-2030 Implementation: Implement Youth Strategy to support the delivery and opportunities to young people in the Shire.	Community Life	01/06/2023	<p>The Ace Youth Strategy is being implemented with the following actions:</p> <p>Queer Book Club - The book club has been running fortnightly.</p> <p>FReeZA Program - In 2023 the Octave program has been running as an art program, which is a theme as part of the youth strategy.</p> <p>FReeZA events - Over the past 6 months 5 FReeZA events have been held and had 450 people in attendance.</p> <p>School Holiday activities have included Pool parties, hip hop sessions, art and craft sessions, and skate competitions with 270 people in total attending.</p> <p>Junior Lifeguard program - Council has employed 4 young people as part of the Junior lifeguard program and supported them in getting their Lifeguard qualification.</p>	

STATUS



On Track



Progress Delayed






Completed




Not Started



Cancelled

Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.21	Hepburn Shire Traineeships Program: Creation of new traineeship opportunities within Council.	Culture and Performance	01/06/2023	Council has created and employed four trainees; all have started with Council. Also, working with LGPro to expand program awareness into marginalised groups as adult traineeship opportunity.	
AP23.22	Artisan Agriculture: Finalise the pilot project of the Artisan Agriculture Project to support producers more broadly.	Economic Development and Recreation	01/02/2023	The final elements of the Artisan Agriculture Project are complete.	
AP23.23	Attraction of significant events: Advocacy and attraction of significant events that align with Council's Event Strategy.	Economic Development and Recreation	30/06/2023	Council is in discussions with event organisers for future significant event. Council is participating in a working group with Daylesford Macedon Tourism for the development of a Food and Drink event strategy. Events held in this quarter included Australia Day events, Motorfest, Chillout, Cresfest and Clunes Booktown, with all events recording strong visitation.	

Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.24	Circular Economy Officer: Employment of a Circular Economy officer to investigate and drive investment in circular economy initiatives relevant to the Shire.	Waste, Facilities and Community Safety	01/09/2022	Circular Economy Officer commenced in January	

STATUS



On Track



Progress Delayed



Completed





Not Started





Cancelled

A dynamic and responsive Council

Council and the community partner to achieve their aspirations through excellent communication and engagement, the delivery of effective services, strong financial management, and governance.

Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.25	Western Victoria Transmission Network Project: Continue to work in partnership with the community in support of their opposition to AusNet's 24ha terminal station location and the above ground transmission lines.	Strategic Planning	01/06/2023	WVNP is now referred to as Western Renewables Link Project. Project is temporarily delayed due to additional consultation required on Victoria to New South Wales Interconnector (VNI) West with five options for consideration, including relocation of terminal station from Mount Prospect.	
AP23.26	Customer Service Strategy Development: Develop and adopt a whole of Council Customer Service Strategy and Charter.	Culture and Performance	01/10/2022	The Customer Service Strategy was approved by Executive Team, briefing to Council to follow. Implementation of strategy and roll out of staff training will be lead by new Customer Experience Coordinator in April.	

Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.27	Governance Rules Review: Undertake review of Governance and Risk rules to ensure compliance with the Local Government Act 2020.	Governance and Risk	01/10/2022	Council reviewed its Governance Rules and undertook public consultation during July 2022. The Rules were updated to embed arrangements for virtual and hybrid Council Meetings that had become common practice during COVID-19 along with some minor administrative amendments. The Rules were adopted at the Ordinary Meeting of Council on 16 August 2022.	
AP23.28	Community Engagement Staff Training Program: Deliver a Community Engagement training program for staff.	Engagement Specialist	01/06/2023	In September 2022 thirty Council Officers participated in Community Engagement Training, with engagement experts MosaicLab. MosaicLab utilised our Community Engagement Policy, Matrix, and other tools so that the training delivered supported the professional development needs of our staff and organisation. An ongoing program is currently under development that will continue to build the capacity, confidence and skills of staff to deliver quality community engagement activities. MosaicLab conducted training for Councillors and the Executive Team in March.	

STATUS



On Track



Progress Delayed







Completed





Not Started



Cancelled

Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.29	ICT Transformation Project: Implementation of the ICT Strategy.	ICT	01/06/2023	ICT Strategy and Roadmap has been completed. Information is being provided to Councillors in April, and the implementation will be rolled out over the next five years.	
AP23.30	Review of Council Services and Programs: Providing options to Councillors for undertaking service reviews of programs, and services offered by Council.	Grants and Corporate Reporting	01/04/2023	Contractor appointed to undertake a high level review of Council services in order to identify, rank and prioritise services for a detailed review. Ranking and prioritisation to be completed by June 2023, slightly later than expected, however implementation of reviews will be able to be undertaken in 2023/24.	
AP23.31	Employer Value Proposition: Develop Employer Value Proposition and tools to market HSC more effectively as an employer.	Culture and Performance	01/03/2023	Staff Culture review is ongoing and a report with recommendations will be presented to the Executive team prior to June.	
AP23.32	Daylesford Community Facilities and Staff Accommodation: Planning and scoping of Daylesford Community facilities and staff accommodation options.	Waste, Facilities and Community Safety	01/06/2023	Planning has begun to begin the project, including scoping and review of relevant previous community priorities.	

Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.33	Asset Condition Assessments: Undertake building condition assessment on Council owned facilities.	Operations	01/06/2023	All building inspections and assessments have been completed and the draft condition audit report is currently with officers for assessment and confirmation. The final report will be finalised prior to June 30.	
AP23.34	Gender Equity Action Plan: Implement 2022-23 actions detailed in the Gender Equity Action Plan.	Culture and Performance	01/06/2023	On track for completion prior to the end of the financial year. Gender equality and cultural awareness training scheduled, CX strategy includes awareness campaign for community for treating staff with respect, subscribed to People Matter survey (The People matter survey is the Victorian public sector's independent employee opinion survey), and currently reviewing annual Performance Development Plan (PDPs) process to ensure these are meaningful for staff and supervisors.	

STATUS



On Track



Progress Delayed



Completed



Not Started



Cancelled

13.3 RECOMMENDATIONS FROM THE AUDIT AND RISK COMMITTEE MEETING HELD ON 27 MARCH 2023

Go to 01:36:29 in the meeting recording to view this item.

DIRECTOR ORGANISATIONAL SERVICES

In providing this advice to Council as the Manager Governance and Risk, I Rebecca Smith have no interests to disclose in this report.

ATTACHMENTS

1. CONFIDENTIAL - Chairs Cover Letter - Audit and Risk Committee - 27 March 2023 [13.3.1 - 2 pages]
2. CONFIDENTIAL - Confidential Minutes - Audit and Risk Committee - 27 March 2023 [13.3.2 - 28 pages]

EXECUTIVE SUMMARY

The purpose of this report is for Councillors to consider advice from the Audit and Risk Committee (ARC) meeting that was held on 27 March 2023.

OFFICER'S RECOMMENDATION

That Council:

1. *Receives the draft minutes of the Audit and Risk Committee Meeting that was held on the 27 March 2023; and*
2. *Notes the recommendations of the Audit and Risk Committee that were moved at the meeting on 27 March 2023.*

MOTION

That Council:

1. *Receives the draft minutes of the Audit and Risk Committee Meeting that was held on the 27 March 2023; and*
2. *Notes the recommendations of the Audit and Risk Committee that were moved at the meeting on 27 March 2023.*

Moved: Cr Lesley Hewitt

Seconded: Cr Tessa Halliday

Carried

Voted for: Cr Brian Hood, Cr Don Henderson, Cr Jen Bray, Cr Juliet Simpson, Cr Lesley Hewitt, Cr Tessa Halliday and Cr Tim Drylie

Voted against: Nil

Abstained: Nil

BACKGROUND

The purpose of the Audit and Risk Committee is to oversee and monitor the effectiveness of Council in carrying out its responsibilities for accountable financial management and risk, good corporate governance, provide experience in public sector management, and the maintenance of systems of internal control, and the fostering of an ethical environment.

The Audit and Risk Committee is not a delegated committee and cannot exercise statutory functions and powers of the Council under delegation, and essentially acts as an advisory body on behalf of Council.

The Audit and Risk Committee meetings are closed to the public.

KEY ISSUES

The Audit and Risk Committee held its quarterly meeting on 27 March 2023. The Confidential Minutes of the meeting are attached for Council consideration, along with the letter from the Chair, Ms Linda McNeill.

POLICY AND STATUTORY IMPLICATIONS

Council Plan 2021-2025

A dynamic and responsive Council

5.3 A sustainable and agile organisation with strong corporate governance that supports excellent operations

Local Government Act 2020

The Audit and Risk Committee is governed by section 53 of the *Local Government Act 2020*, and operates in line with the Audit and Risk Committee Charter. A Workplan is developed to align with their obligations.

GOVERNANCE ISSUES

The Audit and Risk Committee was established by Council resolution on 28 August 2020 in line with section 53 of the *Local Government Act 2020*.

The Committee is made up of four independent committee members – Ms Linda McNeill (Chair), Mr Jason Young, Mr Robert Taylor and Ms Carol Pagnon.

The Councillor delegates of the Committee are and Cr Brian Hood (Mayor) and Cr Juliet Simpson.

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications associated with this report.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

RISK IMPLICATIONS

There are no major risk implications associated with this report.

The Audit and Risk Committee were duly briefed on all reports and a robust discussion was had. Should Council disagree with any recommendations that the Audit and Risk Committee present for its consideration, then Council will need to, via a resolution of Council and in line with Council's good governance framework, state which motions Council do not accept.

If officers do not present this report to Council at the next practicable Council meeting for consideration, then there will be a breach of the Audit and Risk Committee Charter.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

There are no community or stakeholder engagement implications associated with this report. The Audit and Risk Committee, and representatives from Council's external and internal auditors respectively have been engaged and consulted on reports that relate to their function and duty to Council.

All members of the Audit and Risk Committee were presented with agenda papers and were all present at the Meeting.

13.4 INSTRUMENTS OF APPOINTMENT TO AUTHORISED OFFICERS UNDER THE PLANNING AND ENVIRONMENT ACT 1987

Go to 01:38:58 in the meeting recording to view this item.

CHIEF EXECUTIVE OFFICER

In providing this advice to Council as the Coordinator Governance, I Dannielle Kraak have no interests to disclose in this report.

ATTACHMENTS

1. S11A - Instrument of appointment & authorisation - Planning and Environment Act [13.4.1 - 1 page]

OFFICER'S RECOMMENDATION

That Council, in the exercise of the powers conferred by s 147(4) of the Planning and Environment Act 1987, resolves that:

- a. The members of Council staff referred to in the instrument attached be appointed and authorised as set out in the instrument.*
- b. The instrument comes into force immediately it is signed by Council's Chief Executive Officer, and remains in force until Council determines to vary or revoke it.*

MOTION

That Council, in the exercise of the powers conferred by s 147(4) of the Planning and Environment Act 1987, resolves that:

- a. The members of Council staff referred to in the instrument attached be appointed and authorised as set out in the instrument.*
- b. The instrument comes into force immediately it is signed by Council's Chief Executive Officer, and remains in force until Council determines to vary or revoke it.*

Moved: Cr Juliet Simpson

Seconded: Cr Don Henderson

Carried

Voted for: Cr Brian Hood, Cr Don Henderson, Cr Jen Bray, Cr Juliet Simpson, Cr Lesley Hewitt, Cr Tessa Halliday and Cr Tim Drylie

Voted against: Nil

Abstained: Nil

EXECUTIVE SUMMARY

The appointment of authorised officers enables appropriate staff within the organisation to administer and enforce various Acts, Regulations or Council local laws in accordance with the powers granted to them under legislation or a local law.

Instruments of Appointment and Authorisation are prepared based on advice from the Maddocks Authorisations and Delegations Service, which Council subscribes to.

Whilst the appointment and authorisation of authorised officers under other relevant legislation is executed by the Chief Executive Officer under delegation, Maddocks recommend that officers enforcing the *Planning and Environment Act 1987* be authorised by Council resolution.

This instrument is being updated to reflect staffing changes.

BACKGROUND

Instruments of Appointment and Authorisation empower relevant staff to exercise the powers granted to authorised officers by legislation or a local law.

The Instruments of Appointment and Authorisation prepared for Council's consideration are based on advice from the Maddocks Authorisations and Delegations Service.

Maddocks recommend that officers enforcing the *Planning and Environment Act 1987* be authorised by Council resolution and that Instruments of Appointment and Authorisation be refreshed on a regular basis.

The instruments have been prepared by the Governance Team after consultation with the internal departments of Council and have been recently updated to ensure new employees have been added to the S11a Instrument of Appointment.

The Instruments of Appointment to Authorised Officers that do not relate to the *Planning and Environment Act 1987* will be executed by the Chief Executive Officer as per legislation.

KEY ISSUES

Planning and Environment Act 1987

There are no legislative changes to the authorisation under the *Planning and Environment Act 1987*. The instrument has been updated in line with staff appointments.

Powers are delegated to individuals, not positions.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Council Plan 2021-2025

A dynamic and responsive Council

5.3 A sustainable and agile organisation with strong corporate governance that supports excellent operations

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Council subscribes to the Maddocks Authorisations and Delegations Service, and relevant advice has been considered in the preparation of this report.

This Instrument of Appointment and Authorisation has been prepared following feedback from Development and Community Services Department. There are no other community or stakeholder engagement implications or requirements associated with this report.

For transparency purposes, Council is required to prepare a register of Instruments of Appointment to Authorised Officers and Delegations on Council's website.

RISK AND GOVERNANCE IMPLICATIONS

Perceived implications of not taking action is limited authorisations held within Council in order for business operations to operate effectively.

The implications of this report have been assessed in accordance with the requirements of the Victorian Charter of Human Rights and Responsibilities.

ENVIRONMENTAL SUSTAINABILITY

There are no sustainability implications associated with this report.

GENDER IMPACT ASSESSMENT

There are no gender equity implications associated with this report.

S11A Instrument of Appointment and Authorisation (Planning and Environment Act 1987)

Hepburn Shire Council

Instrument of Appointment and Authorisation (*Planning and Environment Act 1987* only)

In this Instrument 'officer' means –

Ransce Salan – Executive Manager Development
Amy Boyd–Manager Planning and Building
John Edwards – Acting Coordinator Statutory Planning
Nicola McGowan – Coordinator Major Projects and Policy
Chris Hu – Statutory Planner
Lipi Patel – Statutory Planner
Bronwyn Southee – Manager Strategic Planning
Damien Kennedy – Acting Manager Strategic Planning
Rachel Haynes – Principal Strategic Planning Officer
Allicia Cooper-Wallis - Administration Support Statutory Planning
Natalie Faulkhead - Administration Support Statutory Planning
Peter Ford – Development Services Enforcement Officer

By this instrument of appointment and authorisation Hepburn Shire Council -

1. under s 147(4) of the *Planning and Environment Act 1987* - appoints the officers to be authorised officers for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
2. under s 313 of the *Local Government Act 2020* authorises the officers either generally or in a particular case to institute proceedings for offences against the Acts and regulations described in this instrument.

It is declared that this instrument -

- (a) comes into force immediately upon its execution;
- (b) remains in force until varied or revoked.

This instrument is authorised by a resolution of the Hepburn Shire Council on 21 March 2023

This Instrument is made by the Chief Executive Officer of Hepburn Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on <DATE> May 2023.



Bradley Thomas
Chief Executive Officer
Hepburn Shire Council

Date: XX May 2023

14 CONFIDENTIAL ITEMS

14.1 CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC

Go to 01:42:15 in the meeting recording to view this item.

Pursuant to section 66(1) of the *Local Government Act 2020* (the Act) Council or delegated committee must keep a meeting open to the public unless the Council or delegated committee considers it necessary to close the meeting to the public because a circumstance specified in subsection (2) applies.

The circumstances detailed in section 66(2) of the Act are:

- a) the meeting is to consider confidential information; or
- b) security reasons; or
- c) it is necessary to do so to enable the meeting to proceed in an orderly manner.

RECOMMENDATION

That in accordance with sections 66(1) and 66(2)(a) of the Local Government Act 2020, the meeting to be closed to members of the public for the consideration of the following confidential items:

15.1 AWARD OF CONTRACT - CH003 ANNUAL BITUMINOUS RESEAL PROGRAM

- *Because it is Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;*
- *The ground applies because the joint procurement campaign with neighbouring municipalities and their requirement to all individually approve prior to making the joint announcement public.*

MOTION

That in accordance with sections 66(1) and 66(2)(a) of the Local Government Act 2020, the meeting to be closed to members of the public for the consideration of the following confidential items:

15.1 AWARD OF CONTRACT - CH003 ANNUAL BITUMINOUS RESEAL PROGRAM

- *Because it is Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;*
- *The ground applies because the joint procurement campaign with neighbouring municipalities and their requirement to all individually approve prior to making the joint announcement public.*

Moved: Cr Juliet Simpson

Seconded: Cr Don Henderson

Carried

Voted for: Cr Brian Hood, Cr Don Henderson, Cr Jen Bray, Cr Juliet Simpson, Cr Lesley Hewitt, Cr Tessa Halliday and Cr Tim Drylie

Voted against: Nil

Abstained: Nil

Meeting closed to the public at 7:17pm for the hearing of the confidential item and did not reopen to the public.

The confidential meeting opened at 7:18pm.

The Council determined to release the information to the public for the following confidential item:

1.1 AWARD OF CONTRACT - CH003 ANNUAL BITUMINOUS RESEAL PROGRAM

This item is to remain confidential as it is Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released. This information will remain confidential until all municipalities in the joint procurement campaign have individually approved the procurement. At such time this motion will be released publicly.

The Confidential Meeting closed at 7:22pm and did not reopen to the public.

15 CLOSE OF MEETING

The meeting closed at 7:22pm.