



HEPBURN SHIRE COUNCIL
ORDINARY MEETING OF COUNCIL
PUBLIC MINUTES

Tuesday 20 June 2023

Daylesford Town Hall
76 Vincent Street Daylesford

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 18 July 2023

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

Chair, Cr Brian Hood, Mayor

MINUTES

Tuesday 20 June 2023

Daylesford Town Hall

76 Vincent Street Daylesford

Commencing at 5:30PM

TABLE OF CONTENTS

1	ACKNOWLEDGEMENT OF TRADITIONAL OWNERS	4
2	SAFETY ORIENTATION	4
3	OPENING OF MEETING	4
4	APOLOGIES	5
5	DECLARATIONS OF CONFLICTS OF INTEREST	5
6	CONFIRMATION OF MINUTES	5
7	ITEMS OF URGENT BUSINESS	6
8	COUNCILLOR AND CEO REPORTS	7
8.1	MAYOR'S REPORT	7
8.2	COUNCILLOR REPORTS	8
8.3	CHIEF EXECUTIVE OFFICER'S REPORT	15
9	PUBLIC PARTICIPATION TIME	22
9.1	PETITIONS	23
9.2	PUBLIC QUESTIONS	23
9.3	REQUESTS TO ADDRESS COUNCIL	24
10	STATUTORY PLANNING	25
10.1	PLN22/0282 - 60 COSMO ROAD TRENTHAM - THREE LOT SUBDIVISION AND DEVELOPMENT OF TWO DWELLINGS	25
10.2	PLN22/0304 - 13 CONNELLS GULLY ROAD DAYLESFORD - CONSTRUCTION OF A DWELLING WITH ON-SITE WASTE WATER DISPOSAL	163
11	A RESILIENT AND SUSTAINABLE ENVIRONMENT	247
11.1	TRANSFER STATION BULK BIN CONTRACT EXTENSION	247

12 EMBRACING OUR PAST AND PLANNING FOR OUR FUTURE.....	250
12.1 AWARD OF TENDER HEPBU.2023.31 - CRESWICK BOWLING GREEN REDEVELOPMENT	250
12.2 RESPONSE TO PETITION: CORNISH HILL HERITAGE ASSESSMENT.....	255
13 DIVERSE ECONOMY AND OPPORTUNITY	285
13.1 CONSIDERATION OF POLICY 19(C) - OUTDOOR DINING AND TRADING POLICY	285
14 A DYNAMIC AND RESPONSIVE COUNCIL.....	306
14.1 RECORDS OF COUNCILLOR ATTENDANCE	306
15 GENERAL BUSINESS	374
15.1 LEAVE OF ABSENCE FOR CR JULIET SIMPSON	374
16 CLOSE OF MEETING	375

BRADLEY THOMAS

CHIEF EXECUTIVE OFFICER

Tuesday 20 June 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

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 Damien Kennedy - Acting Manager Strategic Planning, Mr Steve McLeod - Information and Communication Technology, Ms Rebecca Smith - Manager Governance and Risk

The meeting opened at 5:29pm.

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

Cr Juliet Simpson declared a general conflict of interest for Item 15.1 General Business as it is in consideration of her request for leave.

6 CONFIRMATION OF MINUTES

Go to 00:04:35 in the meeting recording to view this item.

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 16 May 2023 and the Special Meeting of Council held on 23 May 2023 (as previously circulated to Councillors) be confirmed.

MOTION

That the Minutes of the Ordinary Meeting of Council held on 16 May 2023 and the Special Meeting of Council held on 23 May 2023 (as previously circulated to Councillors) be confirmed.

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

7 ITEMS OF URGENT BUSINESS

Nil.

8 COUNCILLOR AND CEO REPORTS

8.1 MAYOR'S REPORT

Go to 00:05:50 in the meeting recording to view this item.

Councillor Brian Hood, Coliban Ward

Councillors,

The past month has certainly been busy, varied and eventful.

At a **community** level I presided over and spoke at a Sorry Day flag-raising ceremony and again at the opening of National Reconciliation Week. Dja Dja Wurrung Elder Rick Nelson and the Daylesford Historical Society are to be heartily congratulated for their hosting of the very moving Corranderk Portraits.

I also spoke at a flag-raising ceremony on IDAHOBIT day and along with Deputy Mayor Hewitt attended Daylesford Football Club's Pride Cup match.

It is pleasing to see works on the Creswick Town Hall completed in the past month. Such heritage buildings are important for our community and must be maintained to a high standard.

At an **organisation** level several listening posts were held across the Shire in the past month together with information sessions on work to redevelop the all-important town structure plans. At the CEO's request I addressed Council's leadership team in a session where updates were presented on a wide range of projects and services. I congratulate Council's Sparring Wombats team in the Australasian Local Government management challenge – achieving third place state-wide is a very credible effort and augers well for the future.

On the subject of awards it especially gratifying to see Council recognised for its sensitive handling of the transition for aged care services and its unique Frontier Wars memorial.

The community's attention is drawn to our ongoing work to prepare a responsible and affordable budget for the next four years in what is proving to be difficult and challenging circumstances, many, but not all, outside Council's control.

This environment is not unique to Hepburn Shire Council, as borne out by the MAV State Council which the CEO and I attended recently. The financial pain is indeed shared across Victoria.

To conclude, the National Conference of Councils was conducted just last week in Canberra. Reinstated by the current federal government the conference demonstrates the regard with which local government is held by this federal government and the critical working relationship between the two levels of government. The attendance at the conference by the CEO and I will be subject of a more detailed report but in summary I can report that presentations were made by the PM and numerous Cabinet Ministers; the Governor General; and a number of industry experts. The topics covered ranged from financial sustainability; disaster

relief funding; skills shortages; emergency management and resilience; cyber security; and affordable housing. All subjects that are close to home and especially relevant to Hepburn Shire Council.

The conference was attended by over 1000 delegates representing the 537 councils from literally every corner of the country. It was especially pleasing that our motion, seeking changes to the structure of the 2026 national census, was passed unanimously.

From my perspective there were two standout presentations.

The Ambassador of Ukraine, Vasyl Myroshnychenko, gave a moving and thought-provoking speech on his people's efforts to protect their national sovereignty including a reference to arrangements some Australian councils have made to establish sister city relationships with Ukrainian cities and regions.

And the Minister for Indigenous Australians, Linda Burney, spoke eloquently and influentially on the Voice to Parliament, noting the torment of powerlessness and characterising this year's referendum as an opportunity to put our shoulders to the wheel of history.

Councillors - the Voice referendum is a topic I sincerely wish we will apply our minds to in the not too distant future and demonstrate appropriate leadership to our community.

8.2 COUNCILLOR REPORTS

Councillor Don Henderson, Creswick Ward

Presented a verbal report.

Councillor Tim Drylie, Creswick Ward

June has been a lively and engaging month in Creswick Ward and the Hepburn Shire. I had the pleasure of joining members of the community and the Creswick Community Recovery Committee at the Farmers Arms Hotel for a gathering that felt "almost back to normal". Which was the title of the event. Sharing our experiences from the January 2022 storms and getting important updates on the committee's important activities made the afternoon incredibly rewarding. Please fill out the survey they are doing to help create a Community Emergency Management Plan for Creswick.

I was also involved in the Creswick Health Upgrade Appeal Committee meeting. It's been heartening to see our community rally to raise funds for our local health services. As the end of the financial year looms, I'm pleased to see we have reached our interim \$70 000 target.

I've been engaged with the concerns surrounding the Western Renewables Link and VNI West projects. The monthly community catch-up meeting has been crucial in

discussing the proposed impact of transmission lines and stations on our landscape. I'm committed to voicing these shared concerns.

This month, I had the exciting opportunity to take part in a photo shoot with Hepburn Energy. Seeing the activation of our Creswick Electric Vehicle charging station was a great moment – progress for sustainability is charging ahead, so to speak!

For reconciliation Week 2023, Council partnered with the Daylesford Museum and Djaara Elder, Uncle Rick Nelson, on the production of a short film "We're getting our voice back". I was proud to attend the Historical Society's moving exhibition, and Welcome to Country ceremony. The film can be viewed on our shire website.

I attended a Creswick Museum Committee meeting, and it was a productive discussion with members looking forward to the reopening of the museum. The Special Council Meeting also saw us make the budget available for public exhibition and I thank everyone who has taken the time to put in a submission in response to our Draft Budget.

In support of inclusivity and my LGBTIQ+ friends, I attended the IDAHOBIT event. The sight of the rainbow flag flying high, standing with a large crowd under our big rainbow and the engaging Q&A session with guest panelists was especially uplifting given the reactionary homophobic stance taken by some sections of the broader community.

Our quarterly meeting with Safe Place Homes and the release of our draft affordable housing strategy for public comment reflect our ongoing commitment to affordable housing. I encourage people to give feedback on our draft strategy as it is open for public comment.

I also had the honour of participating in the National Volunteer Week morning tea - a beautiful event that acknowledged our invaluable volunteers.

Township Structure Plans are being developed to protect and enhance the existing character of our townships and rural settlements and to guide appropriate growth and development into the future. Make sure you complete the Creswick Township Survey and attend a community conversation to give your input. More information is available on our Future Hepburn webpage.

I recently attended a highly successful Climate Adaptation Workshop in Creswick and it was pleasing to see participation across many different Councils and agencies in the Grampians Region. I'd like to congratulate Hepburn Shire staff members who gave excellent expert presentations on the day. I look forward to playing the innovative Climate Adaptation Game.

Lastly, attending the Creswick Civic Honour Roll Dinner, and seeing the beautifully restored Creswick Town Hall, free of its scaffolding, and the creek running freely, filled me with pride for our community's resilience and hard work both past and present.

Looking back on this busy and productive month, I feel energised and optimistic for what the future holds for Creswick Ward and the Hepburn Shire.

Councillor Juliet Simpson, Holcombe Ward

On the 17 May I attended the Glenlyon recreation reserve Committee meeting.

On the 23 May I attended a Special Public meeting to make the draft Budget available for public exhibition.

On 23 May I attended a day briefing in Clunes.

On the 6 June I attended a briefing in Daylesford.

On the 8 June I attended the Holcombe ward Structure Plan pop up at the Glenlyon hall.

Councillor Jen Bray, Birch Ward

Activities since Tue 16 May 2023

17 May: Attended Flag raising and morning tea for IDAHOBIT Day the International Day Against Homophobia, Biphobia, Interphobia and Transphobia, affirming LGBTQIA+ people globally, and raising awareness for the work still needed to combat discrimination. There was a strong turnout from our local community for a photo under the Big Rainbow including Daylesford College students and guest speakers.

19 May: Attended two separate Volunteers Week morning teas to acknowledge and thank those members of our community who contribute their time and energy to support programs that assist others. At Overwrought we celebrated the Daylesford Visitor Information Team and had a tour of the local Ironwork business and gardens. Then I shared a cuppa with the volunteers from the Driver Education program L2P which matches mentor drivers with young learners to help them get their 120 hours on the road. Thank you to everyone who volunteers in this community – it really is the glue that holds us together and helps us connect and share with others to create a richer, more caring place to live.

26 May: Attended the Sorry Day Flag Raising at the Vincent Street flagpole in Daylesford to remember the Stolen Generations of Aboriginal and Torres Strait Islander people who were forcibly removed as children from their families and communities. We raise the flag to show empathy for those whose lives have been impacted by the separation of families and acknowledge that painful part of our country's history.

29 May: During Reconciliation Week I attended the very moving and thought provoking exhibition at Daylesford Historical Society Museum - Portraits of Coranderrk. Djaara elder, Uncle Rick Nelson gave a warm Welcome to Country and smoking ceremony and invited us to view the sobering portraits of the Djaara people who had been forced off their lands, moved to the Franklinford Protectorate nearby and finally taken off country, to Coranderrk near Healesville in 1864. The exhibition was accompanied by a video by Uncle Rick and Dr Barry Golding who share the story of the experiences of those people and the tragic events that saw them moved from their homelands. Thank you to the Museum for creating such an incredible exhibition and for Uncle Rick who generously made those photographs available for us to witness.

30 May: I participated in the series of Community Conversations happening around the shire about the Future of Hepburn's growth and development. We are asking the community to tell us "What's important to you in the way our towns look and feel? Neighbourhood character, connective roads, pathways, trees and landscapes, heritage buildings. What must we protect and save? What should we change? What kind of growth and development do we want to see in the next 30 years? There have been a number of pop-up conversations in our towns, but if you missed them, please respond to the survey on participate.hepburn.vic.gov.au. We want to hear from everyone in the shire on this important once-in-a-generation change to the Structure Plans in our planning scheme.

31 May: Met with community members, council planners and developers to discuss the proposed Cedar Trees reserve at Midland Highway Daylesford. A very informative conversation and it was good to see community members have the opportunity to ask questions and make suggestions alongside council planners and developers on this significant project.

5 June: Chaired the Mineral Springs Advisory Committee, which reviewed current works to maintain the various springs around the shire.

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

- Dan Murphy's licence
- Public Reserve for Cedar Trees
- Budget
- School Holiday programs

Promoting:

- Future Hepburn Community Conversations
- IDAHOBIT Day
- Sorry Day
- Reconciliation Week – Daylesford Historical Society Museum Exhibition
- School Holiday programs

Councillor Lesley Hewitt, Birch Ward

As usual I have attended several events that the mayor and other Councillors also attended. A list of activities has been tabled with this report.

One such event was the 3rd Annual Pride Cup organized by the Daylesford Football and Netball Club on 27 June. There were some inspirational speakers included Diana Taylor the vice-president of the Geelong Football Club and Riley Richardson, who is a member of the Australian Men's Netball Team and who identifies as part of the LGBTQIA+ community. Both were excellent speakers and highlighted the important role community sport plays in helping members of minority feel included.

From the LGBTQIA+ community to Reconciliation Week. I recently took my 4-year-old great nephew to look at the Big Rainbow in Victoria Park. He wasn't that interested in being photographed with the Big Rainbow but insisted on being photographed with the aboriginal flag on the side. He had come home from kindergarten excitedly talking about 'Ra Ra Geelong'. Yes, his mother is a Cats supporter. Talking with him, it turned out he had been learning about the Dja Dja Wurrung.

At the wonderful 'Portraits of Coranderrk' opening for Reconciliation Week many of the older attendees commented that they had never learnt anything about First Nations' history when they were at school. My great nephew has a different learning experience that reflects the social changes that have occurred in Australia over the last 50 or so years. Thanks must go to Uncle Ricky Nelson and the Daylesford Historical Society for their photographic exhibition during Reconciliation Week. The display included beautiful and poignant portraits of some of the Dja Dja Wurrung ancestors. Of note was the portrait of Tommy Farmer who was involved in the search for the three Lost Children in 1867.

I also had the opportunity to attend the three-day Australian Local Government Women's Association National conference. For history buffs, ALGWA was formed in 1951 at a meeting chaired by Dame Enid Lyons. It was formed to support women's participation in local government both Councillors and officers and was non-party political. Reflecting on the recent events in our federal parliament on whether it is a safe place for women we can see that organizations like ALGWA are still relevant today and that perhaps, whilst change has occurred, it has not been as quick or as far-reaching as some of us might have hoped for. Under the new *Local Government Act 2020* councils are now required to have gender equity plans and in line with volunteer week I want to thank the members of the Gender Equity Committee which I chair for recognising that changes are still needed and thank them for volunteering to do this.

The ALGWA conference continuing its non-partisan approach included both our state minister for Local Government, the Hon. Melissa Horne and the former Deputy Leader of the Liberal Party and Foreign Minister the Hon. Julie Bishop as guest speakers. Julie Bishop talked about the framework she used for making decisions about various proposals. The steps included:

1. Consideration of the proposal compared to what else?
2. At what cost? And not just money – who will be the winners and losers.
3. What's the hard evidence that the proposal will lead to the outcome you want? If there is no evidence, it's a risk, so it needs to be calculated.
4. What could possibly go wrong?

Hard evidence is the key to effective decision making but we often don't have it. Over my long social work career, I came to understand that often the solutions of today, that were values or opinion based, often caused tomorrow's problems. Examples that come to mind include the removal of aboriginal children leading to the Stolen Generations, the adoption of children of single mothers and even today the emerging awareness of the impact of COVID lock downs on our children's emotional,

social, and cognitive development and the increased reporting of mental health issues.

Certainly, some of the figures presented at ALGWA, the experience of our own gender equity committee and reflections on what has happened in federal parliament over the last few weeks in relation to safe workplaces show that changes in the position of women still a work in progress. Change comes slowly, perhaps more slowly than we would like, and to be lasting and achieve the desired outcome, is more likely to do so if evidence-based.

Thank you to the Wombat Hill Residents Group who have presented tonight. They want change and have presented their concerns to Council. Working together, rather than just privately complaining. It's a more effective approach. So 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. As Robert Johnson, an engineering expert is supposed to have said "the world is run by those who show up".

Councillor Diary Activities:

Council Meeting – 16/5/23

IDAHOBIT Day – flag raising – 17/5/23.

ALGWA (Australian Local Government Women's Association) National Conference – 18/5/23 - 20/5/23

Councillor Briefings – 23/5/23, 6/6/23

Gender Equity Advisory Committee Meeting – 24/5/23

National Sorry Day Flag Raising – 26/5/23

Pride Cup, Daylesford Football and Netball Cup – 27/5/23

Reconciliation Week, Daylesford Historical Society – 29/5/23

Birch ward Structure Planning Community Conversations – Daylesford 29/5/23

Birch ward Structure Planning Community Conversations – Hepburn Springs 30/5/23

Community Meeting – Raglan St Development – 31/5/23

Disability Advisory Committee Consultation – transport, outdoor dining, structure planning and affordable housing – 5/6/23

Western Renewables Link- VNI West Community Meeting –5/6/23

Glenlyon Structure Planning Community Conversations – Glenlyon – 8/6/23

Hepburn Energy- EV Charger Creswick – 13/6/23

Daylesford Avenue of Honour Briefing – 13/6/23

Jubilee Lake Co-Op meeting – 13/6/23

RSL/Friends of Wombat Hill/Daylesford Historical Society/Daylesford Horticultural Society Meeting – Avenue of Honour trees – 15/6/23

Councillor Tessa Halliday, Cameron Ward

Our IDAHOBIT day event had a fantastic turn out of staff, councillors, community members and students. After the flag raising there was entertainment, morning tea and a panel discussion. It was a great event and members of the LGBTIQ+ community have commended the organisers Brett Dunlop and Em Ireland.

This month the consultation on the structure plans for our towns commenced and I attended the first consultation session in Clunes. Thank you to everyone who attended and those who have already responded to the survey.

A few months ago I became aware that the Bureau of Statistics had launched its Census topic consultation and after the disappointment of 2021 I wanted to see if we could really push for the gender, sexuality and intersex variation questions to be included in 2026. Firstly my proposal was for Hepburn Shire to make a submission to the bureau of statistics and after discussion with a colleague from the pride lobby I also decided to propose a motion to the ALGA national general assembly. I was grateful that my councillor colleagues supported the motion and proud that Hepburn was the first Victorian council to make a submission. I am thrilled that the ALGA motion was passed unanimously at the assembly last week.

I'd like to thank Rainbow Local Government for helping to encourage other councils to submit to the census as well as all their work to support and assist councils, thank you also to Vic Pride Lobby and Equality Australia for your work in trying to get these questions on the census.

Hopefully we will see a 2026 census that provides the data the LGBTIQ+ community sorely needs in order to get the required services and funding.

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 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

8.3 CHIEF EXECUTIVE OFFICER'S REPORT

Go to 00:37:00 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

It has certainly been another busy month at Council.

The May Council meeting and pre-meeting were held in Clunes due to remedial works taking place at the Daylesford Town Hall.



An orb and both flagpoles have been removed from the Daylesford Town Hall and we will provide more information in coming months on conservation works which will be taking place at the Daylesford Town Hall.

On 17 May 2023 Councillors, staff and I attended a flag raising ceremony at Victoria Park Daylesford to mark the International Day against Homophobia, Biphobia, Interphobia and Transphobia – or IDAHOBIT for short, which is about ending LGBTIQ+ discrimination. The 2023 theme was 'Together always: united in diversity'. Following the flag raising, Councillors and staff got under the big rainbow for a group photo.





On Friday 19 May 2023 the Mayor and I attended the MAV State Council meeting in Melbourne.

During May we launched the next stage of our strategic planning project, Future Hepburn which involves Structure Planning for Clunes, Creswick, Daylesford and Hepburn Springs, Glenlyon and Trentham. Structure plans guide future growth and appropriate development to 2050, protect what we value, improve liveability and empower our community to thrive.

Over the past few weeks, several Community Conversations were held across the Shire to discuss structure planning and we had a great turnout for all sessions. Discussion took place around what does appropriate growth and development look like to 2050, residents shared their views on housing, business and economic development, environment and heritage, urban design, transport movement and access, and community and culture.

There are many briefings taking place around opportunities and planning for the 2026 Commonwealth Games. One of the sites of the 2026 Commonwealth Games is the Hammon Park trailhead in Creswick. This site will host mountain biking and was officially opened this month, and on Saturday 20 May 2023 hosted the Dirty Pig and Whistle cycling event.

During National Reconciliation an exhibition was hosted by Daylesford and District Historical Society Inc in partnership with Djaara Elder Rick Nelson. The exhibition showcased a series of portraits of Dja Dja Wurrung people photographed in 1866 at the Coranderk Aboriginal Station. It was an opportunity to reflect on the journey these First Nations people endured; from being forced off their land and waterways, left in government protectorates, until they were closed down; then in 1864, taken to Coranderk and off Country.



During May we said a huge thank you to our wonderful volunteers from the Visitor Information Centres during National Volunteer week.



National Field Services (NFS) have commenced their Customer Satisfaction Survey within the Shire. Your household may receive a call from NFS, an independent market research agency. The Community Satisfaction Survey is conducted across most Victorian councils, and will now be carried out on a quarterly basis. The survey has been designed to assess the performance of Hepburn Shire across a range of measures to identify ways to provide improvement or more effective service delivery

to residents. The survey will involve interviews conducted among a representative sample of residents.

I was very proud to learn that Council won two awards in the past month, being recognised for excellence in the delivery of two very different projects.

Council was selected as one of the inaugural winners of the Maggolee Awards 2023 for facilitating the Frontier Wars Memorial along Malmsbury-Daylesford Road in Daylesford. The Manna Gums site for the Aboriginal Peoples Memorial recognises and honors the loss of lives, the sacrifice and suffering inflicted on Aboriginal people during the frontier wars. This project was made possible through our collaborative work with Djaara, and in particular, Traditional Elder Uncle Rick Nelson.



At the annual Local Government Professionals (LGPro) conference in Melbourne, Council also won an award for its Aged Care and Disability Services Transition, in the category of Outstanding Small Rural Council Initiative. The decision to withdraw from aged care provision was not an easy one for Council, but our focus was on the best interests of clients, families and carers, staff and the community. The sensitive and complex project was managed in a caring and considerate way.

As part of the conference, I was invited to speak on a panel discussion focused on social services in local government.

Our interpretive sign at Bullarto has been repaired and it looks better than ever. The noticeboard was damaged during the last storm event, and contractors recently replaced the swinging door with sliding doors.

There was significant involvement from the community with the content of the interpretive sign and the design of the structure. Thank you to Bullarto community member Gary McIntosh who was instrumental in driving this project.



Gary McIntosh, Cr Brian Hood and Council officers Kate Proctor and Brett Dunlop

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.

bullarto

COMMUNITY INFORMATION

Bullarto is a village in the Wombat State Forest, 83km north-west of Melbourne and 10km south-east of Daylesford on the Great Dividing Range.

Bullarto is approximately 750m above sea level and is home to the highest operating railway station in Victoria. Headwaters of the Loddon, Werribee and the heritage listed Lerderderg Rivers, along with the Flume, Kangaroo, Leitches and Wombat Creeks rise here.

In 1880 Bullarto was able to be reached by the railway line which opened between Geelong and Daylesford. This greatly stimulated the timber industry, which had a ready market in the gold mines of Daylesford and further west. The abundant surrounding forest was a source of building and mine-works timber.

In the following years, Bullarto was described as a 'rising place' with a Mechanics' Institute and excellent library, a church, two hotels with stores and a mineral spring. Sawmilling was extensive and the chocolate-coloured soil was good for agriculture, supporting a thriving farming community. Further growth of the area was reported in the Australian Handbook (1903), which stated that Bullarto had five hotels, a Mechanics' Institute with a library, along with three churches and four stores. At one time Bullarto had football and cricket teams as well as a rifle club.

James Wheeler established a large sawmilling enterprise in Bullarto, its tramway cutting still evident opposite the Hall. Milling continued in Bullarto until the early 2000s when logging ceased in the state forest. The ruins of the last mill, the Maxwell and Olsen Sawmill have since been demolished.

The railway line formally closed in 1978, however it still operates between Daylesford, Musk and Bullarto as a popular tourist train.

Bullarto's buildings are distributed along the road between the old railway station and Bullarto South. They include Bullarto Primary School (Est. 1873) and the Bullarto Hall (Est. 1910).

FOR NATIVE FLORA & FAUNA VISIT:
www.wombatforestcare.org.au

FOR RAILWAY TIMES, BOOKING & INFORMATION VISIT:
www.dsccr.com.au

SCAN FOR MORE INFORMATION

The beautiful Creswick Town Hall has been unveiled from behind the recently removed scaffolding. The wet weather meant that the builder was slightly been delayed in carrying out some finishing touches before the handover to Council. We are looking forward to the official opening shortly.



On Wednesday 31 May 2023 we held a Listening Post event in the newly completed Trentham Recreation Reserve pavilion. This project is the first of two major projects to be completed within Trentham, with the much-anticipated Trentham Hub expected to open in early 2024. We are currently planning Listening Post for 2023/2024 financial year and will share details of those shortly. These are a fantastic way to meet with Councillors and staff and we look forward to seeing you there.

May is the month for half-year Personal Development Plan (or PDP) discussions between Managers and staff. I have conducted discussions with all my direct reports over the course of the month.

We have recently recruited for three roles that will form part of our Executive Team:

- Director Community and Corporate
- Executive Manager People and Transformation
- Executive Manager Development

The roles respond to Councillor priorities, especially in relation to increased focus on statutory functions of Planning, Building and Community Safety; Councillor and community desire for improved planning direction through new township structure plans, with the role of Executive Manager Development. I look forward to introducing the new incumbents shortly.

Some of the meetings I have attended over the past month include:

- Councillor briefings
- Council Meeting and Special Council Meeting to make the budget available for public exhibition
- Commonwealth Games Organising Committee meetings
- MAV Workcare Board meeting
- Local Government Professionals Annual conference and awards dinner
- Central Highlands Regional Partnerships Working Group meeting
- Central Highlands Regional Partnership quarterly meeting
- Recycling Victoria Local Government CEO Forum
- Central Highlands Councils Victoria (CHCV) Chief Executive Officers meeting
- VNI West briefing
- Western Renewables Link monthly meeting
- Executive Team meetings
- Organisational Management Team meeting
- Organisational Leadership Team meeting
- Meetings with direct reports
- Commonwealth Games Ballarat Regional Hub meeting
- Executive Team role interviews
- Loddon Campaspe Councils CEOs monthly meeting
- National General Assembly in Canberra (13-16 June 2023)

RECOMMENDATION

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

MOTION

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

Moved: Cr Lesley Hewitt

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

9 PUBLIC PARTICIPATION TIME

Go to 00:38:56 in the meeting recording to view this item.

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

Question 1 – Ms Margret Lockwood

Members of the Glenlyon Community sent a \$20,000 budget submission request to Hepburn Shire Council in time to be considered in the draft 2023-2024 budget asking for funding for maintenance of the Glenlyon Avenue. Planted 125 years ago by community members, with good management it may last another 25. It is a landmark in Hepburn Shire. Our budget submission aligned with the Council Plan priority areas. Using the City of Melbourne tree valuing formula, the Glenlyon Avenue is an \$11 million+ asset and in need of urgent maintenance work. The draft budget allocated \$750,000 for Parks and Open Spaces to 2 projects, Wombat Hill and Hepburn Mineral Springs and nothing for our avenue. Could the Council outline its proposed expenditure to maintain this invaluable asset in the 2023-2024 financial year?

Response – Mayor Brian Hood

As part of Council's Tree Management Plan, the Glenlyon Avenue trees will be individually inspected in the 2023/2024 financial year. This inspection process will assess the health of the trees and identify any immediate works required which will be prioritised amongst all tree works required throughout the municipality. In addition to the inspect and potential works, the trees will receive their cyclical Elm Beetle treatment which occurs every three years. This assist with the protection against the effects of the Elm Beetle on the tree leaves and the long-term health of the tree.

There is some minor tree planting works within the avenue schedule for next year to ensure there is consistent coverage throughout the avenue. These works combined are estimated to be within the \$25K - \$30K range for the avenue, depending upon what works are required following the inspection works. The Glenlyon Avenue of trees is one of many avenues within the Shire that Council manages.

Question 2 – Ms Margret Lockwood

The Hepburn Shire Tree Management Plan, its Heritage Overlay and its Significant Tree Register recognise the cultural, environmental, and economic significance of the 125 year old Glenlyon Avenue in attracting visitors and locals to visit and live in Glenlyon. Without proper maintenance its useful life may not reach the projected 150 years. Will Hepburn Shire Council commit to assisting application for and advocating for any philanthropic grants available for funding to maintain the avenue, and allocate a council officer to support community members to do this?

Response – Mayor Brian Hood

Council is committed to working with our community to enhance public assets such as the Glenlyon Avenue of trees. Council officers have recently met with Ms Margret Lockwood and other community members in the aim to work together as best we can to improve the avenue. As part of this process, Council officers will continue to assist in any advocacy work and funding application guidance for the group.

9.3 REQUESTS TO ADDRESS COUNCIL

Ms Moira MacDonald addressed Council on behalf of Wombat Hill Residents' Group regarding the planned Heritage review of Precinct 14.

Mr Les Faulkhead addressed Council regarding changes to the Outdoor Trading and Dining Policy.

10 STATUTORY PLANNING

10.1 PLN22/0282 - 60 COSMO ROAD TRENTHAM - THREE LOT SUBDIVISION AND DEVELOPMENT OF TWO DWELLINGS

Go to 00:51:06 in the meeting recording to view this item.

EXECUTIVE MANAGER DEVELOPMENT

In providing this advice to Council as the Manager Planning and Building, I Amy Boyd have no interests to disclose in this report.

ATTACHMENTS

1. PLN22/0282 - Bushfire Management Statement - 60 Cosmo Road Trentham [10.1.1 - 26 pages]
2. Clause 56 Assessment - 60 Cosmo Road Trentham [10.1.2 - 19 pages]
3. Clause 55 - 60 Cosmo Road Trentham [10.1.3 - 19 pages]
4. Combined referral responses - 60 Cosmo Road Trentham [10.1.4 - 11 pages]
5. Redacted Combined Objections - 60 Cosmo Road Trentham [10.1.5 - 23 pages]
6. PLN22/0282 - Plans for Subdivision and Dwellings Proposal 60 Cosmo Road Trentham [10.1.6 - 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, and
- 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 with the tanks for the two rear allotments being located at the front of the properties with access from the common property.*
 - b) *Amended floor plans and elevations plans detailing clear storey and/or skylights on the northern side of dwelling 3 and solar panels for each of the new dwellings.*

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-bpemq>

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 December 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 and 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.

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 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 with the tanks for the two rear allotments being located at the front of the properties with access from the common property.*
 - b) *Amended floor plans and elevations plans detailing clear storey and/or skylights on the northern side of dwelling 3 and solar panels for each of the new dwellings.*

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*
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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.

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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.

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Stormwater Drainage

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discharge from the land to adjoining properties. The drainage system must be constructed and completed prior to the issue of the statement of compliance.

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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-bpemq>

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, 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.

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 December 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 and 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.

Moved: Cr Lesley Hewitt

Seconded: Cr Don Henderson

Carried

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

Voted against: Cr Jen Bray and Cr Tim Drylie

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 Clause 53.02 Bushfire Planning Clause 55 Two or more dwellings on a lot Clause 56 Residential Subdivision
Relevant Provisions of the	LPPF 02.03-1 Settlement

PPF	02.03-2 Environmental and landscape values 02.03-5 Built environment and heritage 02.03-6 Housing SPPF Clause 11.01-1L Townships and Settlements Clause 13.02-1S Bushfire Planning Clause 15.01-1L Urban Design Clause 15.01-2S Building Design Clause 15.01-3S Subdivision Design Clause 15.01-3L Subdivision Design in Hepburn Shire Clause 15.01-5S Neighbourhood Character Clause 15.01-5L Neighbourhood Character in Townships and Settlements	
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	

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 within 120 metres of the rear of dwelling 2.

It is anticipated it will be on Cosmo Road near the common property driveway. The exact location will be determined at the certification stage of the subdivision.

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 therefore meets the access requirements of the CFA.

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

ABN 44 103 792 088

277 Plenty Road, Preston Vic

M: 0450 770 778

Version Control

Version	Date		Name
1.0	31/08/2022	Analysis, mapping and report compilation	Paul Oikonomidis Manager, Bushfire Planning and Design
1.0	1/09/2022	Peer review	Viky Patsari Admin
1.0	1/09/2022	Bushfire Assessment and BMP reports	To client
2.0	29/11/2022	Revised Site Plan	To client
3.0	5/12/2022	Revised Site Plan	To client

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Contents

1	Executive Summary	3
2	Introduction	4
3	Site Description	5
4	Bushfire hazard site assessment.....	6
4.1	Hazard Assessment	7
4.2	Vegetation	7
4.3	Photos of Assessment Area	8
5	Bushfire Hazard Landscape Assessment	10
5.1	Location description	10
5.1.1	Landscape risk.....	12
5.2	Bushfire History	13
5.3	Bushfire Scenario	13
6	Bushfire Management Statement	15
6.1	Landscape, siting and design objectives	15
6.1.1	Approved measure 2.1 Landscape.....	15
6.1.2	Approved measure 2.2 Siting.....	15
6.1.3	Approved measure 2.3 Design	16
6.2	Defendable space and construction objectives	16
6.2.1	Building defendable space.....	17
6.3	Water supply and access objectives	18
7	Clause 13.02-1S Bushfire	19
8	Overall Conclusion.....	20
	Appendix 1: BMO vegetation management standards.....	21
	Appendix 2: BMO static water supply requirements	22
	Appendix 3: BMO access requirements	24
	Appendix 4 BMP.....	25

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).

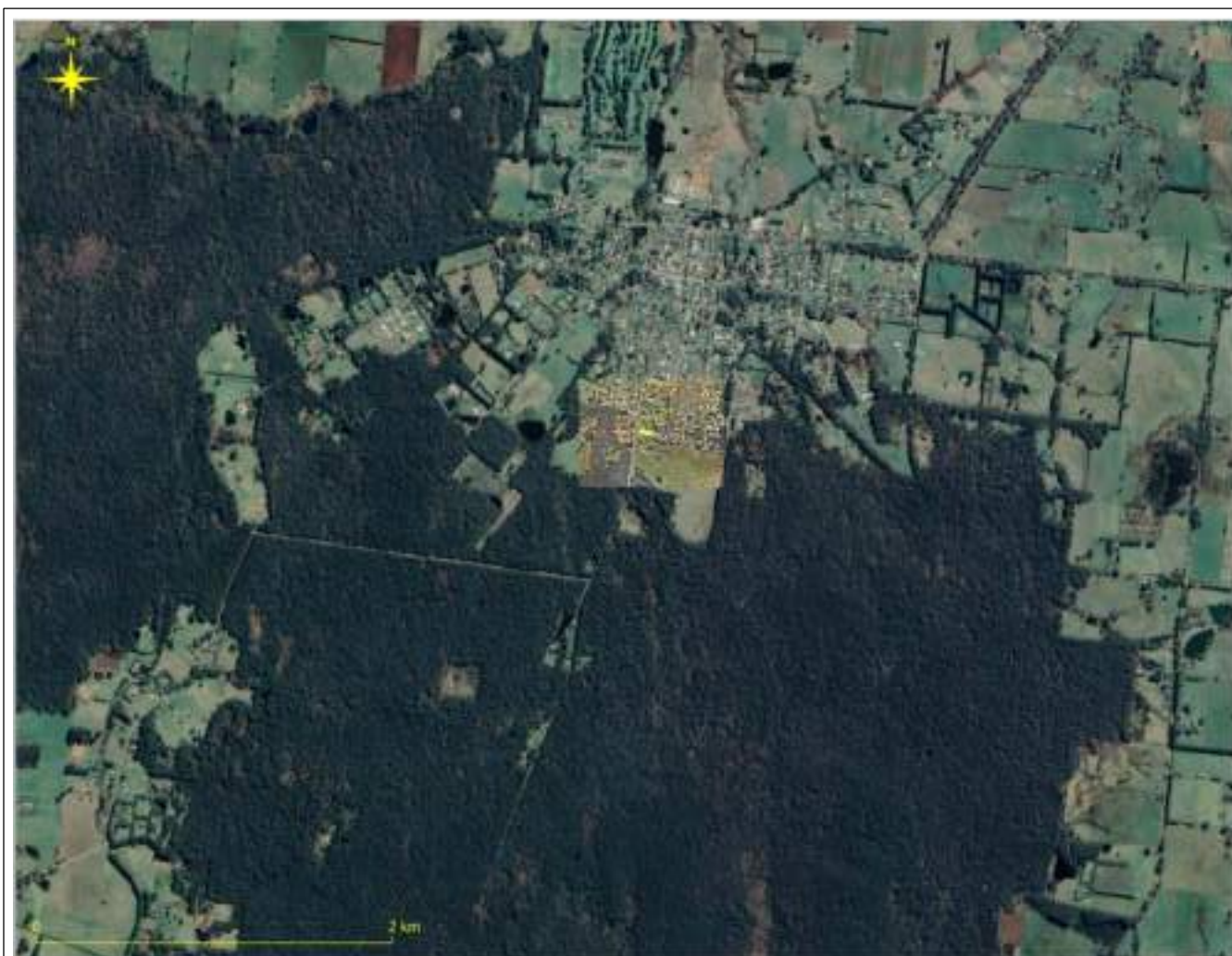


Figure 1 Aerial view of site highlighted parcel to be developed QGIS, data.vic.gov.au, google maps & nearmap

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.

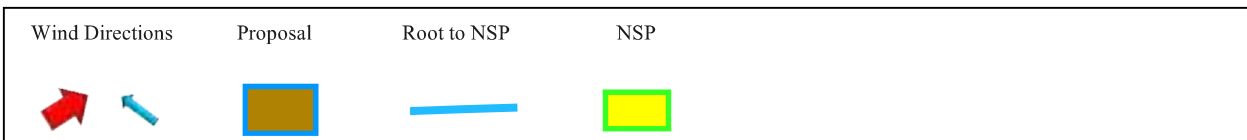
Due to the type & extent of vegetation surrounding the proposal a potential fire run can take place in extreme weather conditions. A landscape fire is possible approaching from the west or southwest.

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 defendable 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.

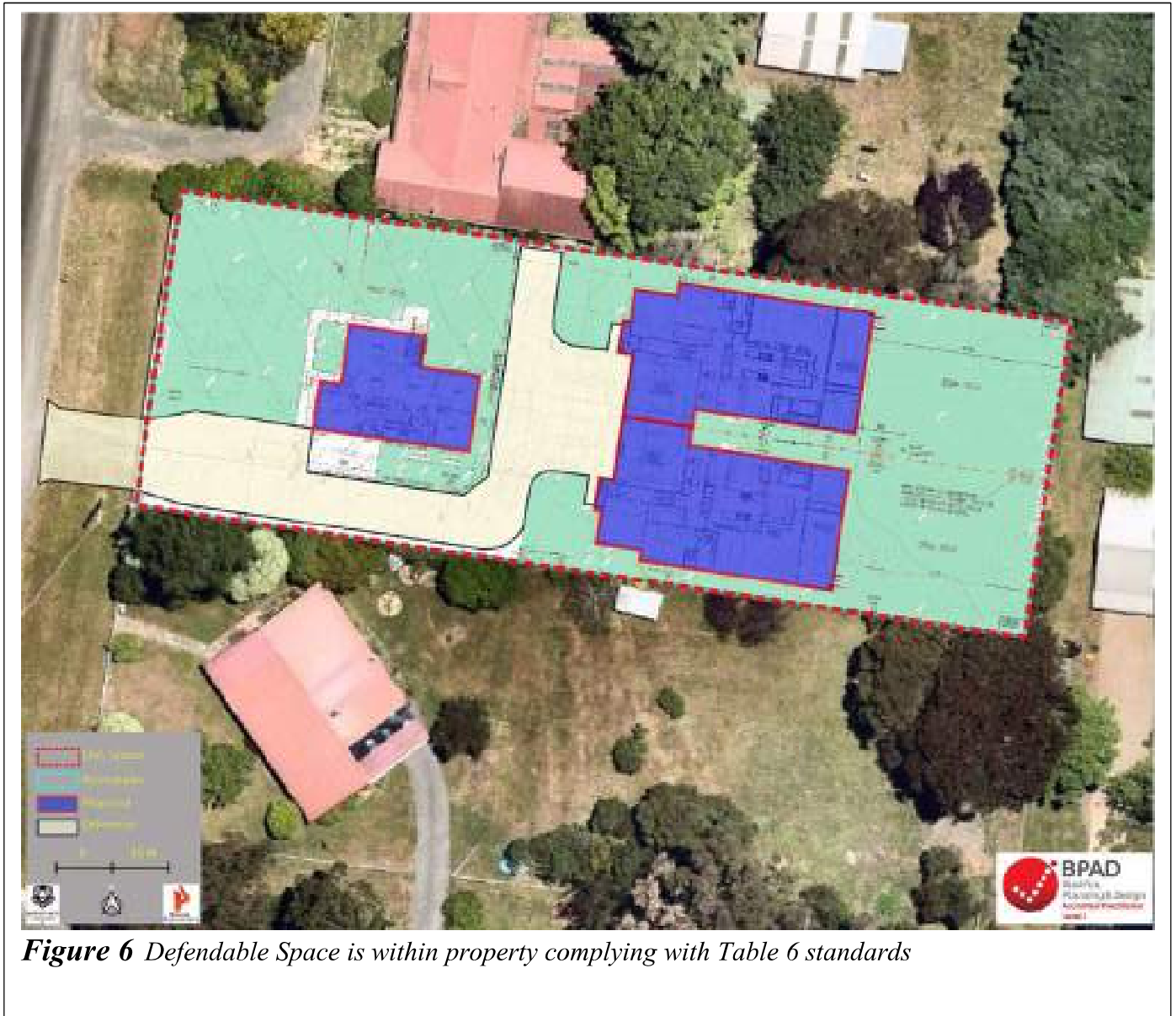
Approved measure 3.1 (AM 3.1) requires that: 'A building used for a dwelling (including an extension or alteration to a dwelling), a dependant person's unit, industry, office or retail premises is provided with defendable space in accordance with:

- 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

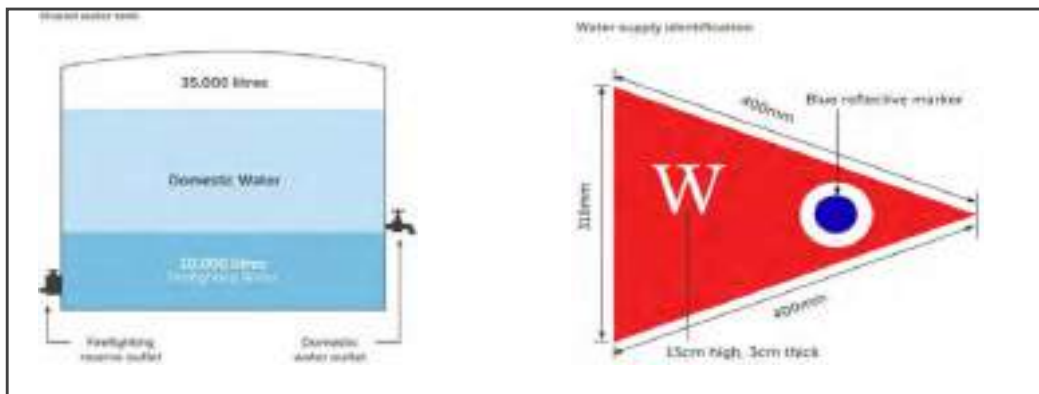
Note 1: A hydrant is available if it is located within 120 metres of the rear of the building

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

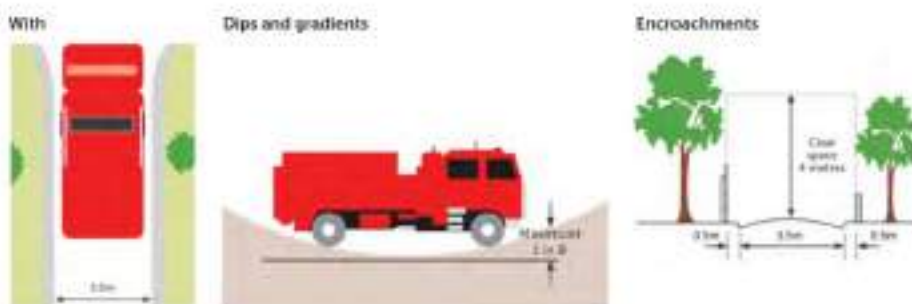
'The water supply must also –

- 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.



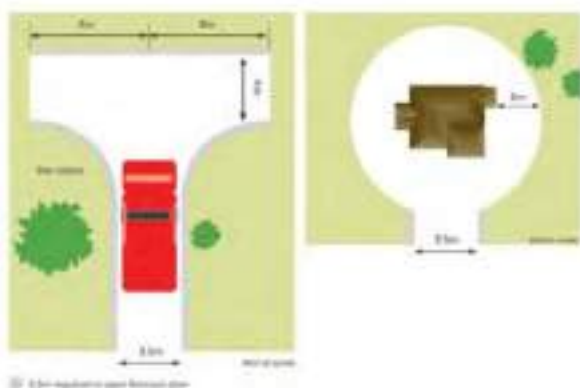
Practice Note 65 | Preparing and Assessing a Planning Application Under the Bushfire Provisions in Planning Schemes

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:

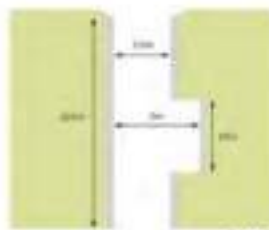
- a turning circle with a minimum radius of 8 metres
- a driveway encircling the dwelling
- other vehicle turning heads such as a T or Y head which meet the specification of Austroad Design for an 8.8 metre service vehicle.



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 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 meters**.
- 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.

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.

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.

56.04-4 Street Orientation

Subdivision should increase visibility and surveillance by:

- 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.

Complies

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 de2 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.

56.06-7 Neighbourhood Street Network Detail	The design of streets and roads should:	N/A
	<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. 	No roads or streets proposed as part of the proposal.

- 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 10.1.2

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.

56.08-1 Site Management

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:

- Erosion and sediment.
- Dust.
- Run-off.
- Litter, concrete and other construction wastes.
- Chemical contamination.
- Vegetation and natural features planned for retention.

Recycled material should be used for the construction of streets, shared paths and other infrastructure where practicable.

Complies

ATTACHMENT 10.1.2

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.

The applicant has also mentioned in their submission that the materials will be reused and recycled where suitable.

56.09-1 Shared Trenching

Reticulated services for water, gas, electricity and telecommunications should be provided in shared trenching to minimise construction costs and land allocation for underground services.

Complies

Water, electricity, gas, and telecommunications will be provided to the site as per the conditions and requirements of the relevant authorities.

56.09-2 Electricity, Telecommunications and Gas

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.

Arrangements that support the generation or use of renewable energy at a lot or neighbourhood level are encouraged.

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

Complies

Utilities are available to the site and will be connected appropriately.

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.

<p>55.02-1 Neighbourhood Character Objectives</p>	<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>
<p>55.-02-2 Residential Policy Objectives</p>	<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
The existing dwelling is retained and maintain and 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 10.1.3

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 10.1.3

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 10.1.3

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 10.13
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 10.1.3

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
1013
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.

<p>55.06-2 Front Fences Objective</p>	<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>
<p>55.06-3 Common Property Objectives</p>	<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>
<p>55.06-4 Site Services Objectives</p>	<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:

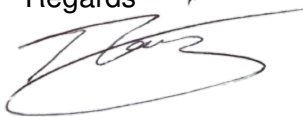
1. The owner is required to provide reticulated water and sewerage services to each of the lots within the subdivision and comply with any requirements arising from any effect of the proposed development on Coliban Water assets. Services are to be provided in accordance with our specifications.

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 10.1.4
- 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 10.1.4

- 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



GPO Box 2392
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.

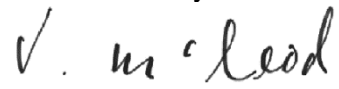
The Department has considered the application and in principle has no objection to the proposal, but would require that the following conditions be included in any Notice of Decision to issue a Planning Permit or Planning Permit:

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" following.

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%
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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

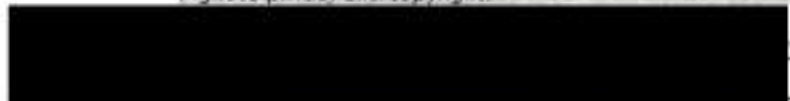
HOW WILL YOU BE AFFECTED BY THE GRANT OF A PERMIT?

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If insufficient space, please attach separate sheet

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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 the material, you agree that the use of the material as detailed above does not breach any third party's right to privacy and copyright.



Or Tick Box Date: 12/1/23

IMPORTANT NOTES ABOUT OBJECTIONS TO PLANNING PERMIT APPLICATIONS

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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

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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.

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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

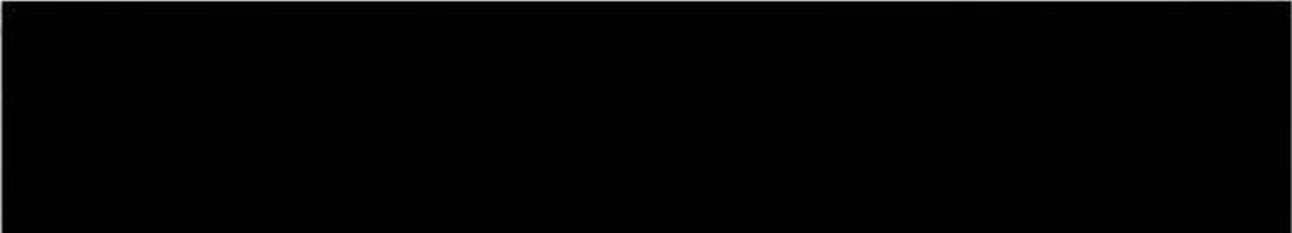
Dear Council

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. PLN22/0282

Proposal: 3 LOT SUBDIVISION AND 2 DWELLINGS

Who 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

If insufficient space, please attach separate sheet

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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.

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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)

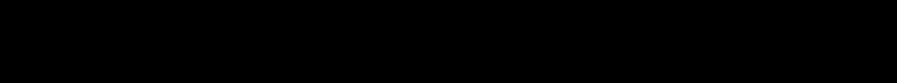
St Malachy's Catholic Church, Blackwood
Christmas Day, Sunday 25 December 4.00pm

- 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

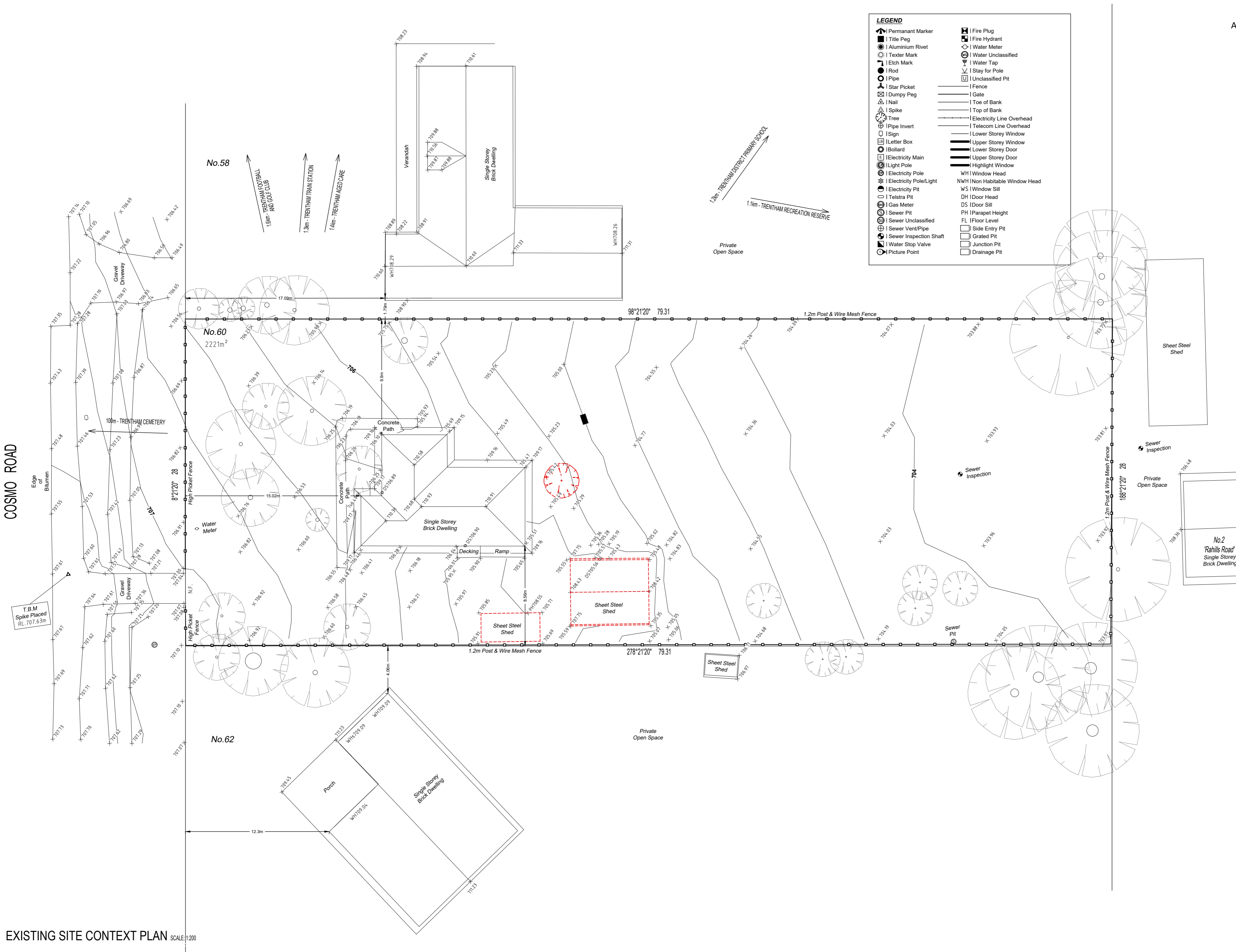
DATE
29.06.22

SCALE
A3 @ NTS

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 IN PREFERENCE TO SCALE.

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

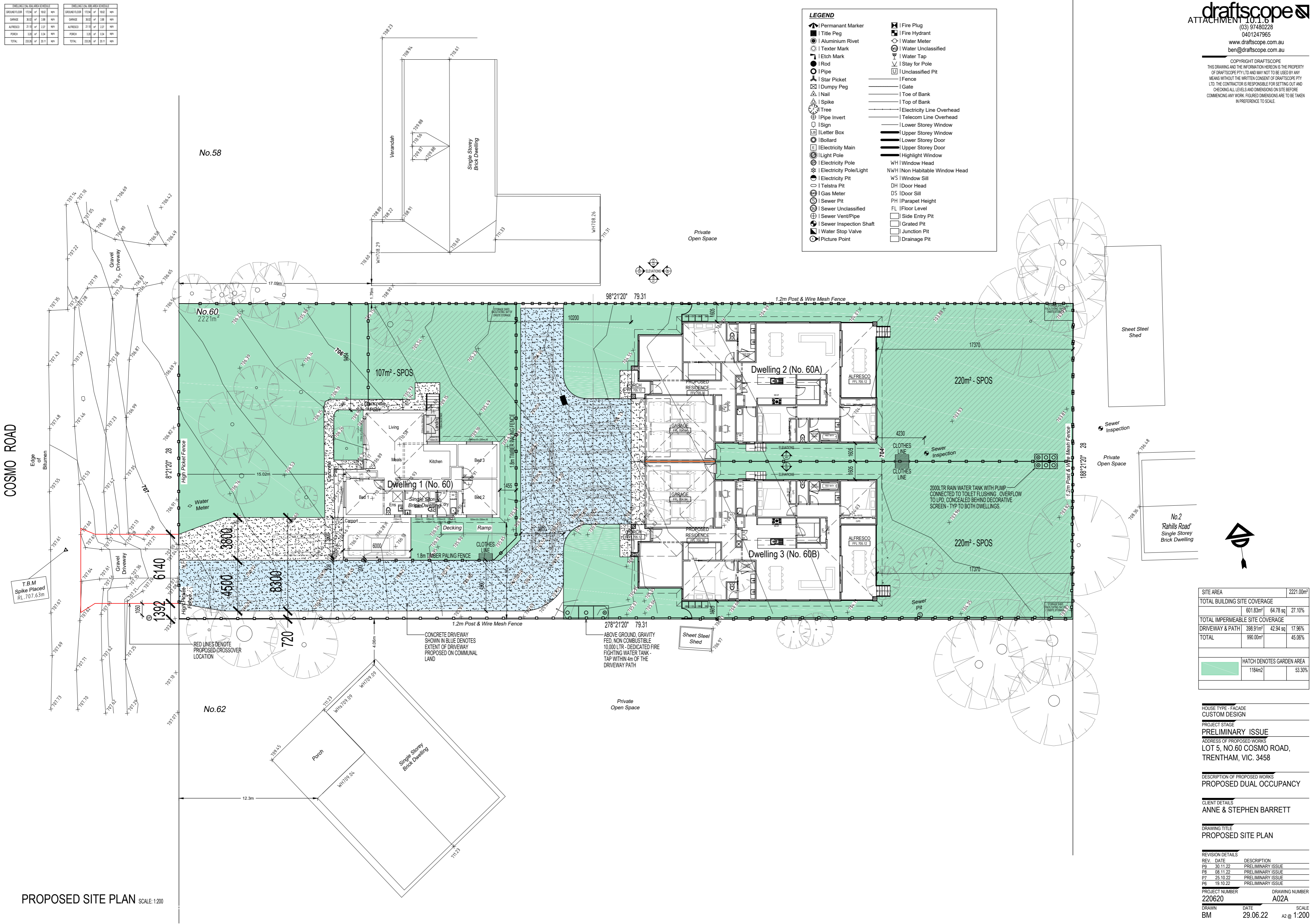


EXISTING SITE CONTEXT PLAN SCALE 1:200

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		
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 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	36.62	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	235.15	m ²	25.11	m ²	25.11	m ²

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 IN PREFERENCE TO SCALE.



PROPOSED SITE PLAN SCALE: 1:200

SITE AREA	2221.00m ²	
TOTAL BUILDING SITE COVERAGE		
601.83m ²	64.78 sq	27.10%
TOTAL IMPERMEABLE SITE COVERAGE		
DRIVEWAY & PATH	398.91m ²	42.94 sq
TOTAL	990.00m ²	45.06%
HATCH DENOTES GARDEN AREA		
1184m ²		53.30%

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 SITE PLAN

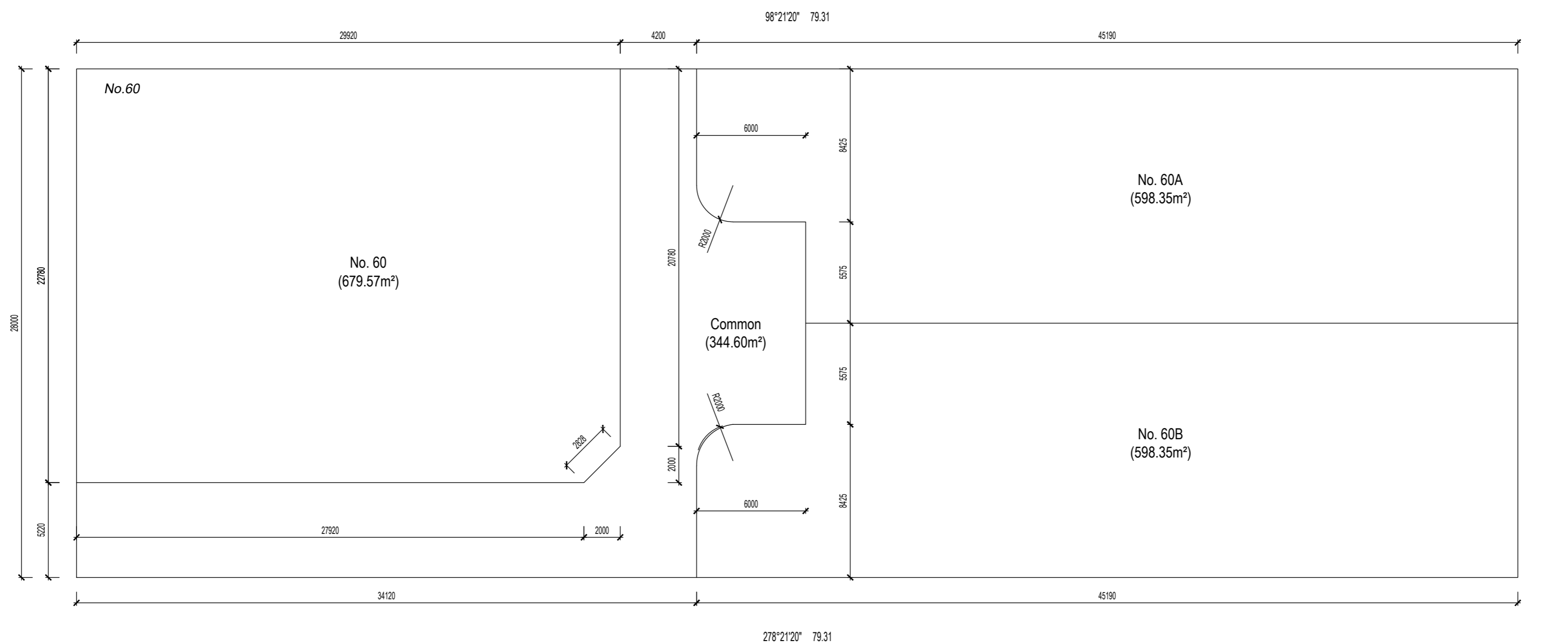
REVISION DETAILS	
REV.	DESCRIPTION
P9	30.11.22 PRELIMINARY ISSUE
P8	08.11.22 PRELIMINARY ISSUE
P7	25.10.22 PRELIMINARY ISSUE
P6	19.10.22 PRELIMINARY ISSUE

PROJECT NUMBER	220620	DRAWING NUMBER	A02A
DRAWN	BM	DATE	29.06.22
SCALE	A2 @ 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

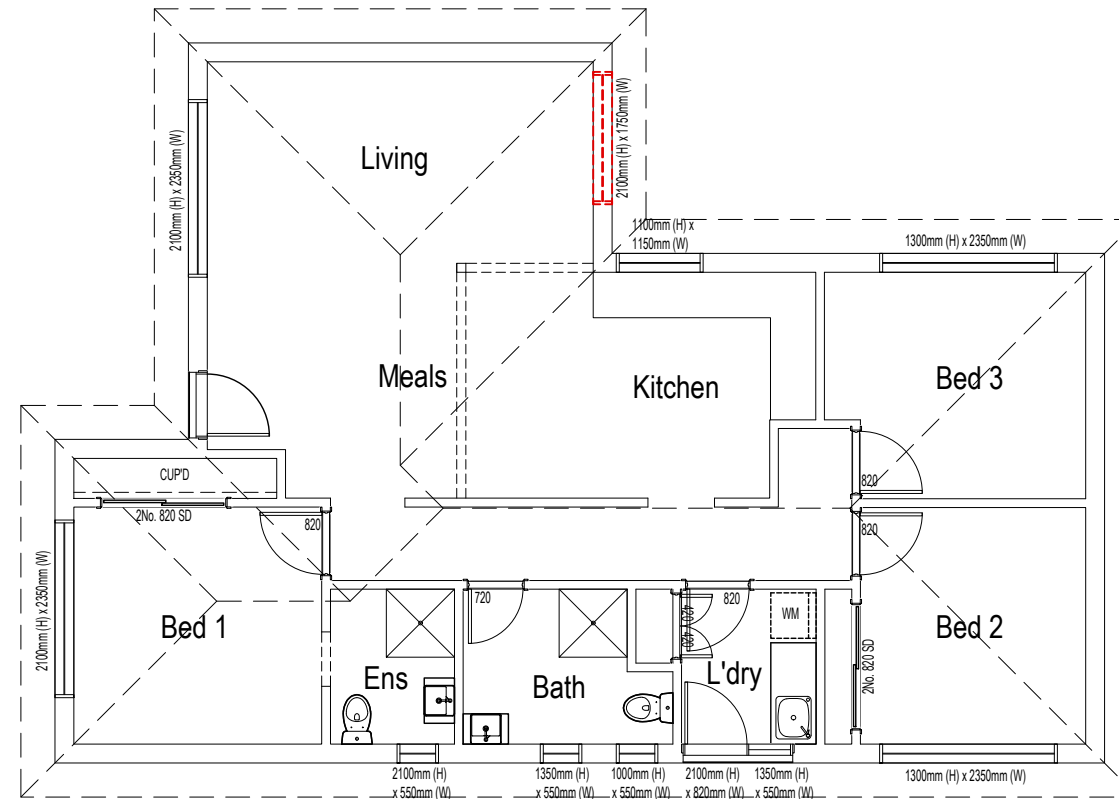
- GAS - GAS METER
- MB - METER BOX
- HWS - HOT WATER SYSTEM
- BRICKWORK
- LIGHTWEIGHT CLADDING
- STUD WALL
- DWARF STUD WALL
- 300mm DEEP OVERHEAD BULKHEADS

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
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- 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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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

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

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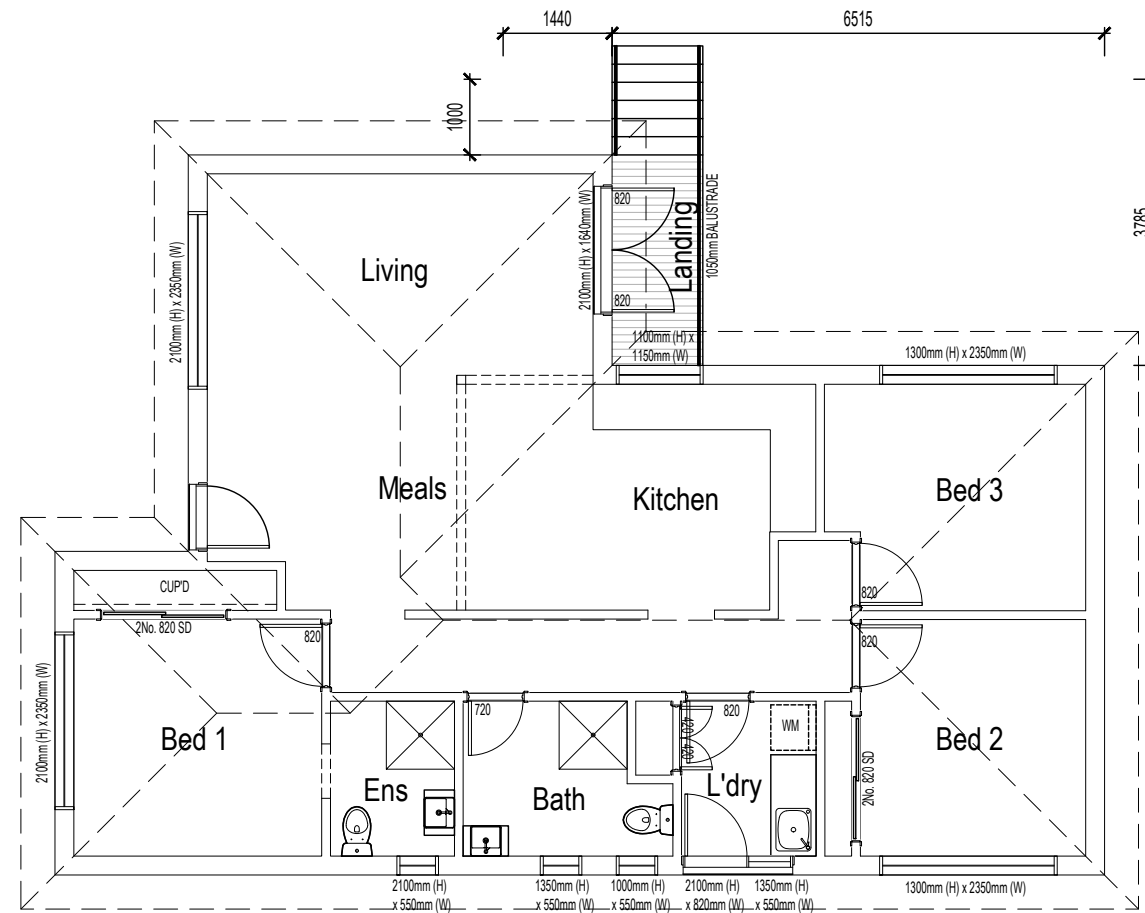
LEGEND

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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	m²	14.57	sqrs



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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
 (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**

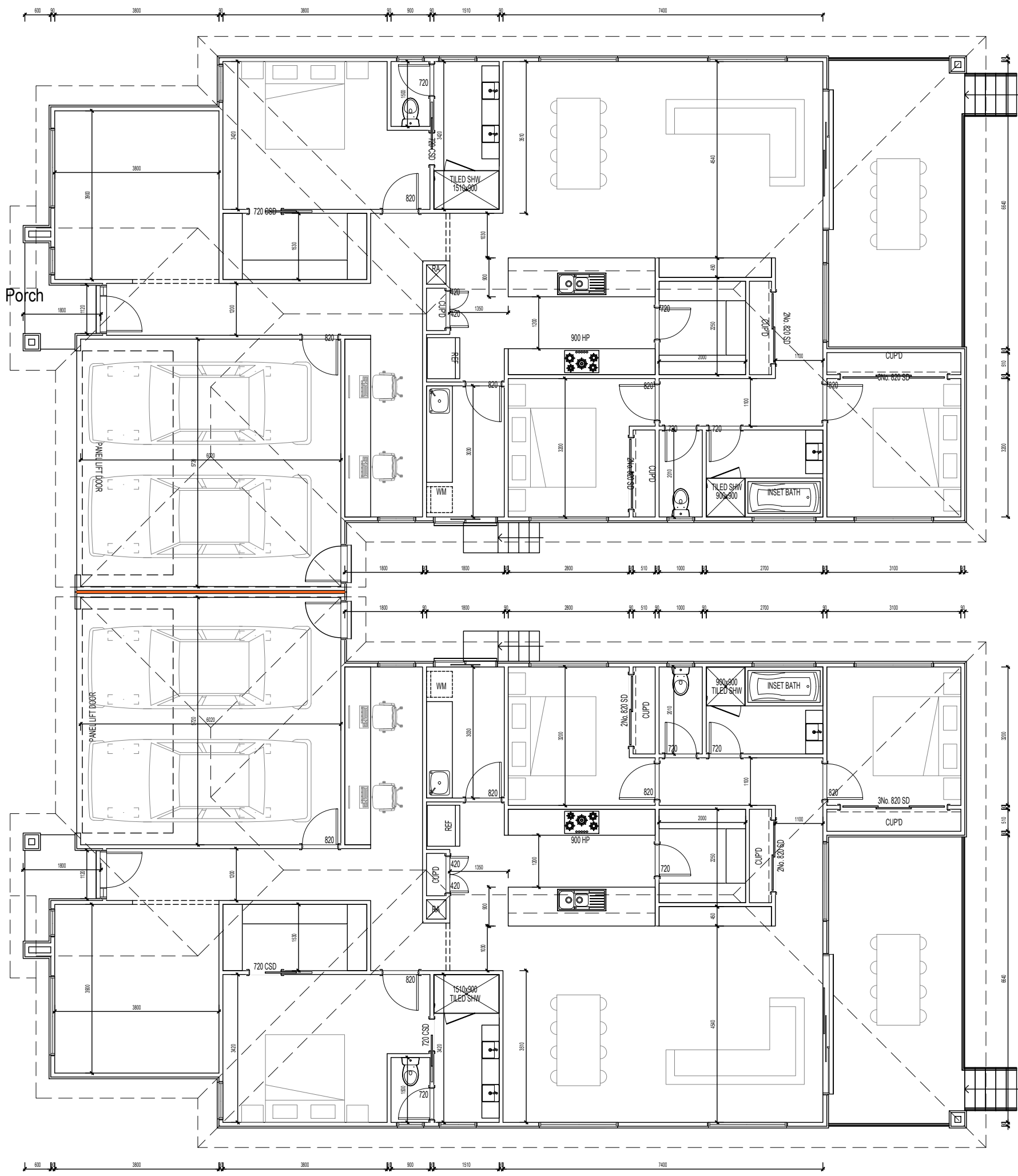
DRAWN: **BM** DATE: **29.06.22** SCALE: **A3 @ 1:100**

LEGEND

- GAS - GAS METER
- MB - METER BOX
- HWS - HOT WATER SYSTEM
- BRICKWORK
- LIGHTWEIGHT CLADDING
- STUD WALL
- DWARF STUD WALL
- 300mm DEEP OVERHEAD BULKHEADS

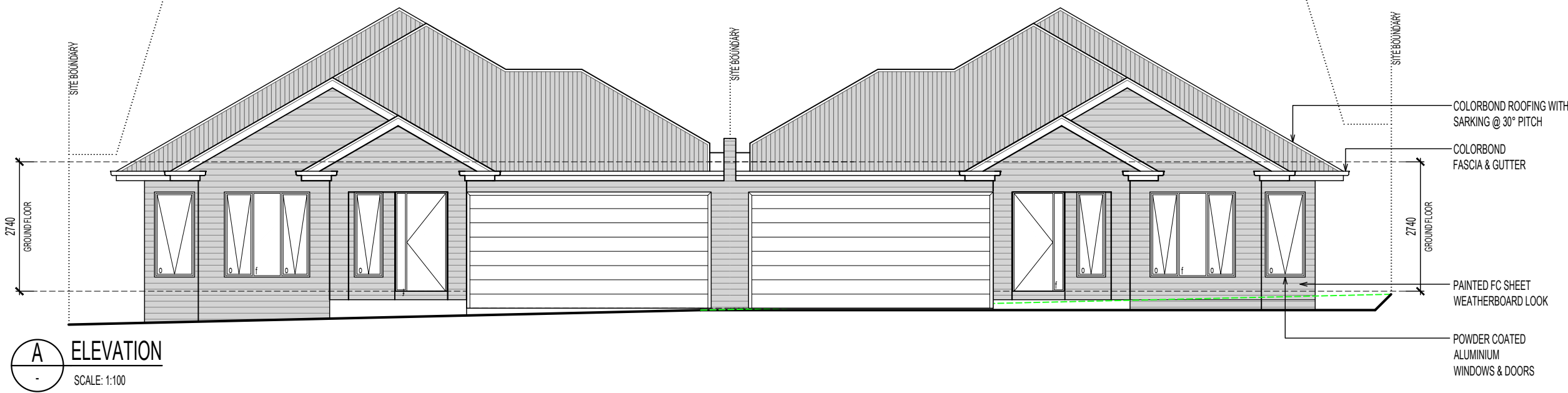
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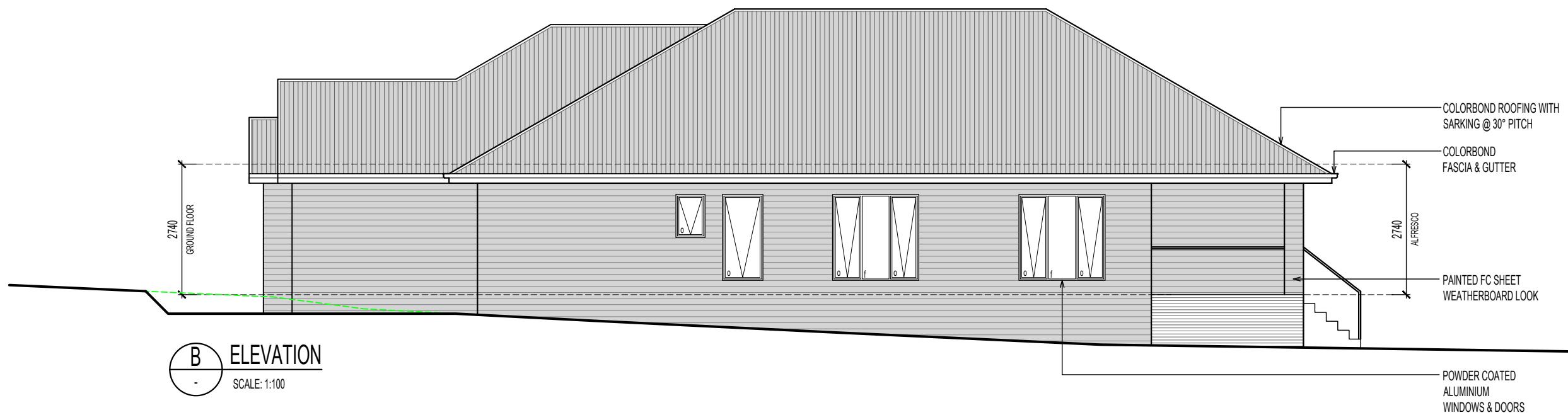


PROPOSED FLOOR PLAN SCALE: 1:100

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- NOTES**
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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

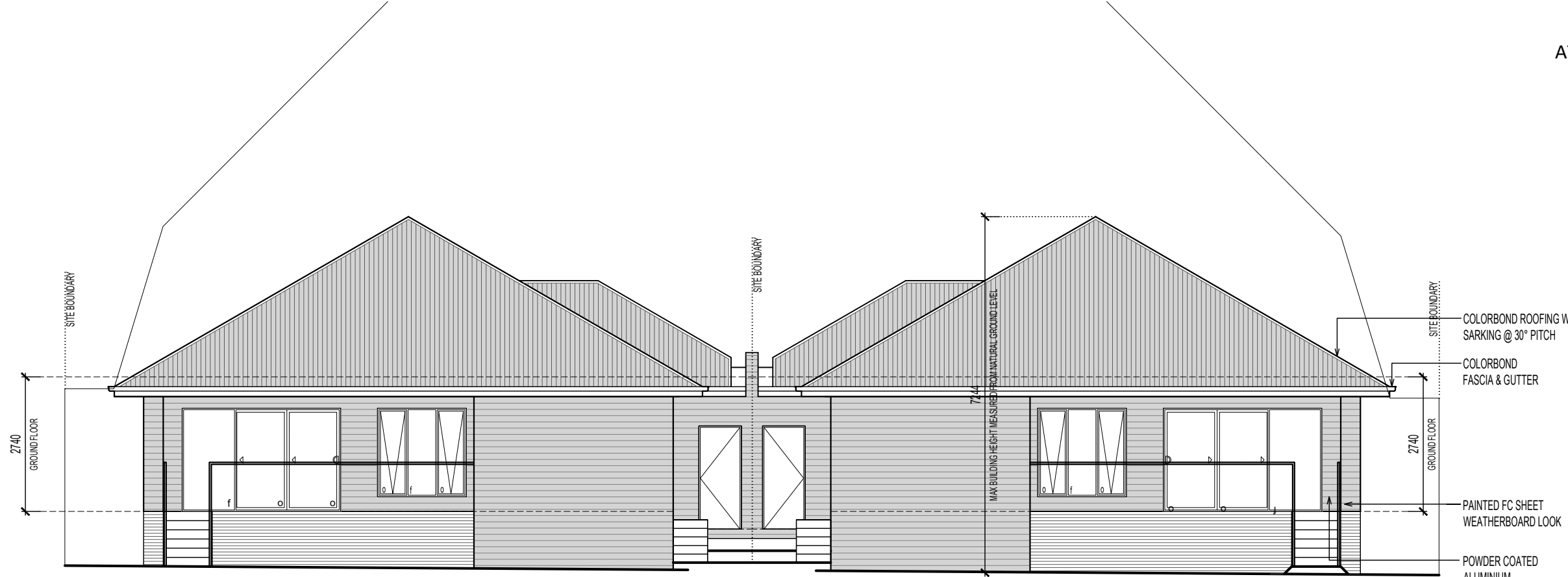
DRAWING TITLE
ELEVATION A & B

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

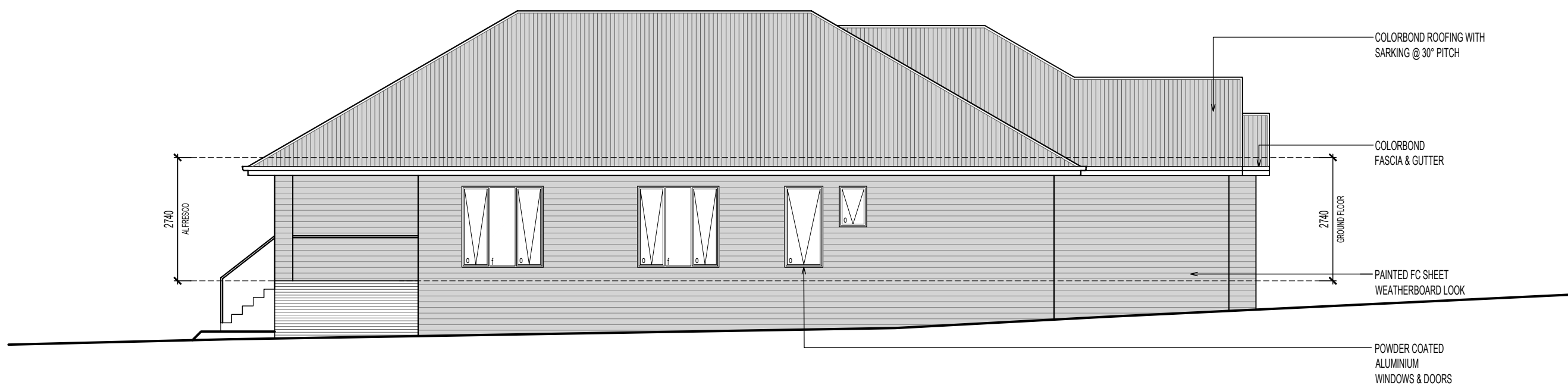
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C ELEVATION
 SCALE: 1:100

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- 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
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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
 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

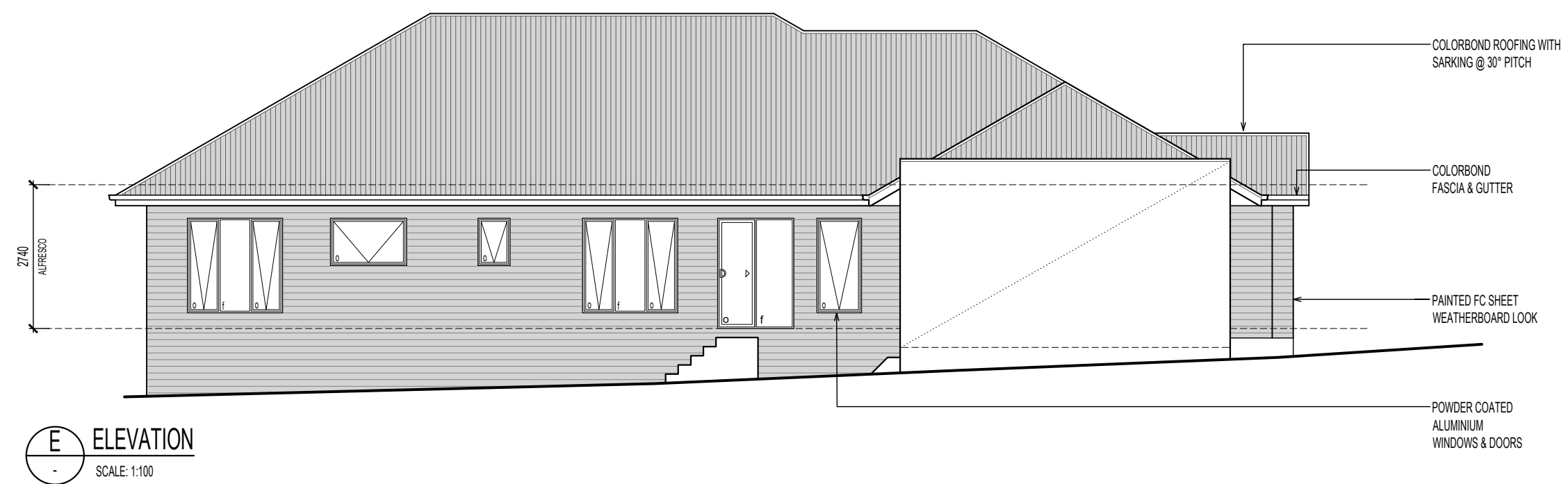
DRAWN
 BM

DATE
 29.06.22

SCALE
 A3 @ 1:100

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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

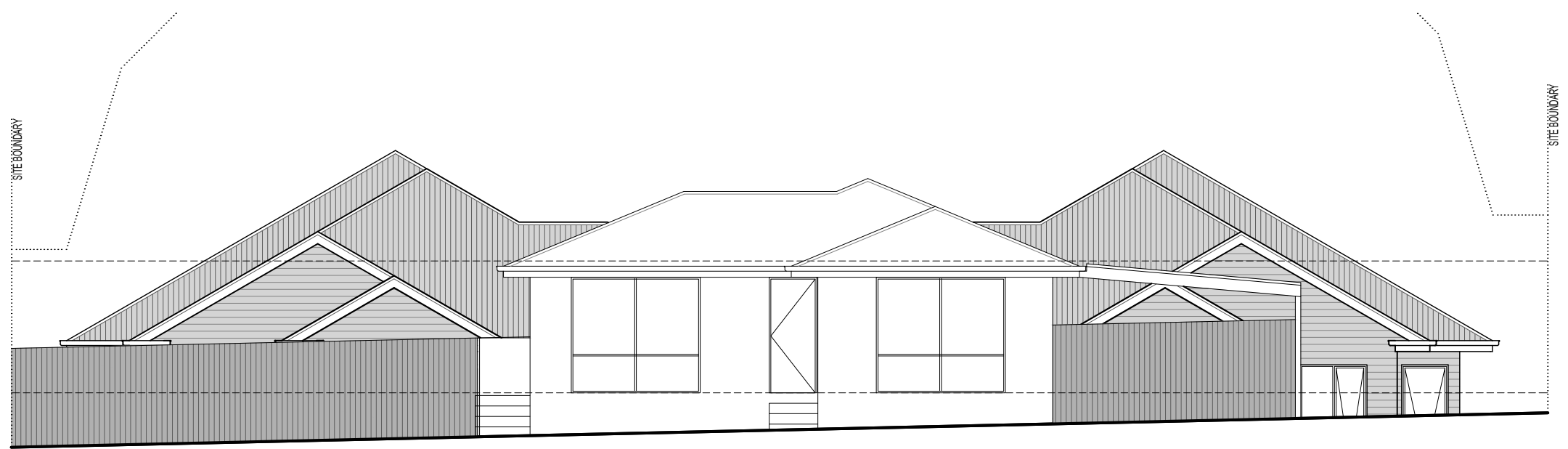
DRAWING NUMBER
 A09

DRAWN
 BM

DATE
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SCALE
 A3 @ 1:100

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STREET SCAPE ELEVATION SCALE: 1:100

HOUSE TYPE - FACADE
CUSTOM DESIGN

PROJECT STAGE
PRELIMINARY ISSUE

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DESCRIPTION OF PROPOSED WORKS
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CLIENT DETAILS
ANNE & STEPHEN BARRETT

DRAWING TITLE
STREET SCAPE ELEVATION

REVISION DETAILS		
REV.	DATE	DESCRIPTION
P9	30.11.22	PRELIMINARY ISSUE
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P7	25.10.22	PRELIMINARY ISSUE
P6	19.10.22	PRELIMINARY ISSUE

PROJECT NUMBER
220620

DRAWING NUMBER
A09

DRAWN
BM

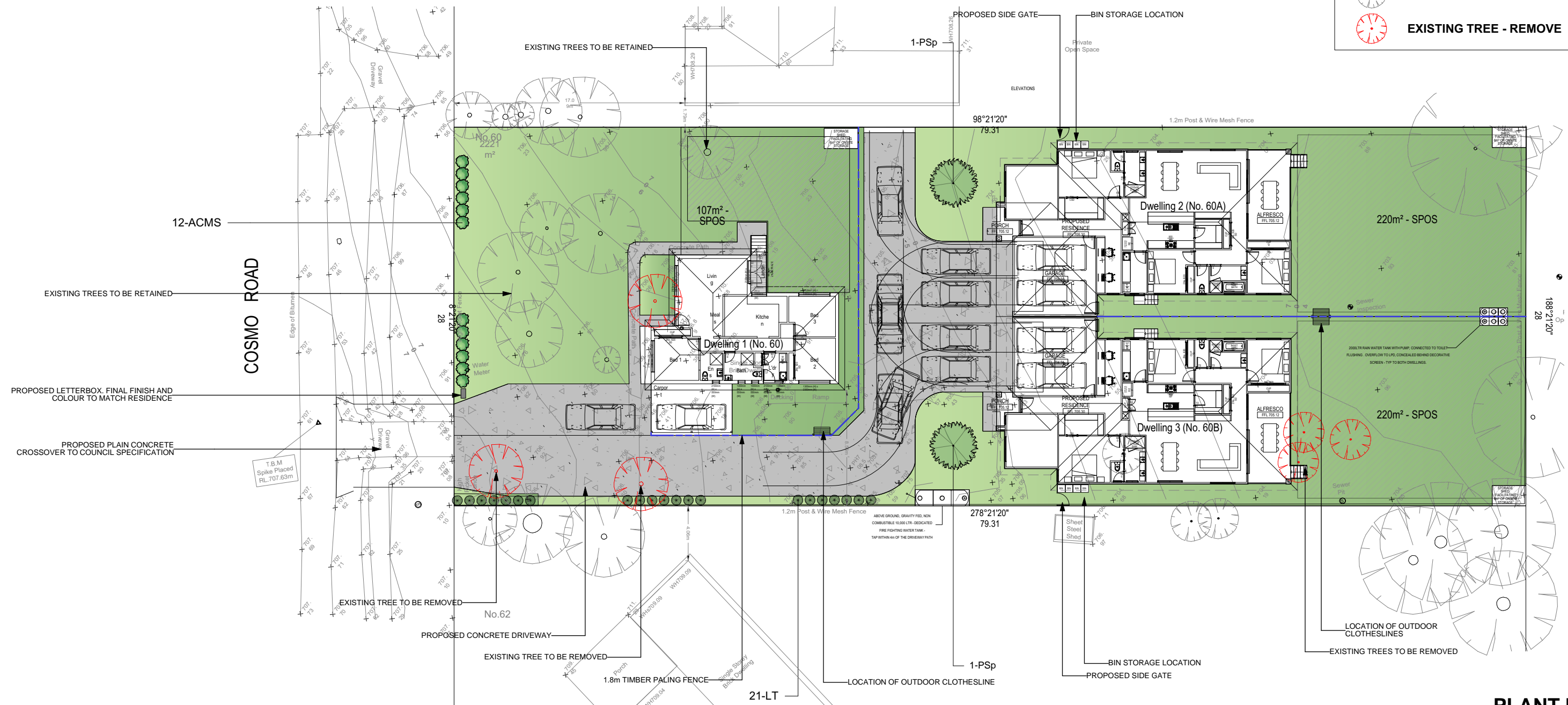
DATE
29.06.22

SCALE
A3 @ 1:100

ISSUE FOR COUNCIL/DEVELOPER APPROVAL ONLY
NOT FOR CONSTRUCTION

LEGEND ATTACHMENT 10.1.6

- 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

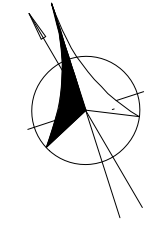
General Notes:

- See Architects drawings for site levels, setbacks and extent of cut and fill.
- This plan shall be read in conjunction with the Hydraulic Engineers drawings.
- 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.
- Levels and dimensions are indicative only and are subject to site conditions.
- Requirements for retaining walls including height, position and extent, shall be determined and approved by owners.



BLUEGUM DESIGN BLUEGUM DESIGN SERVICES
 T: 0435 127 244
 E: info@bluegumdesign.com.au
 W: bluegumdesign.com.au

Landscape Plans for DA



DATE	REVISION	PROJECT #
LANDSCAPE PLAN		DRAFTSCOPE
ADDRESS	DATE	PROJECT #
60 COSMO ROAD, TRENTHAM, VICTORIA,	24/01/22	
CLIENT	DRAWN	DWG #
SHAUN CROXFORD	SL	L/01
LODGEMENT/COUNCIL	SCALE @ A3	REVISION
HEPBURN SHIRE COUNCIL	1:300	



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.

10.2 PLN22/0304 - 13 CONNELLS GULLY ROAD DAYLESFORD - CONSTRUCTION OF A DWELLING WITH ON-SITE WASTE WATER DISPOSAL

Go to 01:05:01 in the meeting recording to view this item.

EXECUTIVE MANAGER 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 [**10.2.1** - 27 pages]
2. PLN22/0304 - Land Capability Assessment - 13 Connells Gully Road Daylesford [**10.2.2** - 33 pages]
3. PLN22/0304 - Plans of the Proposed Dwelling [**10.2.3** - 4 pages]
4. PLN22/0304 - Referral Response - Central Highlands Water - 13 Connells Gully Road Daylesford [**10.2.4** - 1 page]
5. PLN22/0304 - Referral Response - Council's Engineering Department - 13 Connells Gully Road Daylesford [**10.2.5** - 2 pages]
6. PLN22/0304 - Referral response - Country Fire Authority - 13 Connells Gully Road Daylesford [**10.2.6** - 2 pages]
7. PLN22/0304 - Referral Response - Goulburn- Murray Water - 13 Connells Gully Road Daylesford [**10.2.7** - 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, 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 15 degree 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 defensible 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.*

Moved: Cr Don Henderson

Seconded: Cr Lesley Hewitt

Carried

Voted for: Cr Brian Hood, Cr Don Henderson, Cr Lesley Hewitt and Cr Tim Drylie

Voted against: Cr Juliet Simpson and Cr Tessa Halliday

Abstained: Cr Jen Bray

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 two 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 defendable 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 Clause 12.05-2L Landscape management Clause 13.02-1S Bushfire Planning Clause 14.02-1S Catchment planning and management Clause 14.02-1L Catchment and land protection Clause 14.02-2S Water quality Clause 14.02-2L Mineral springs and fresh water springs protection – Hepburn Shire Clause 16.01-01S Housing supply	
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	Goulburn-Murray Water- No objection subject to conditions Central Highlands Water- No objection Country Fire Authority – Advice provided	

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 13.02-1S 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.*

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 defendable 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

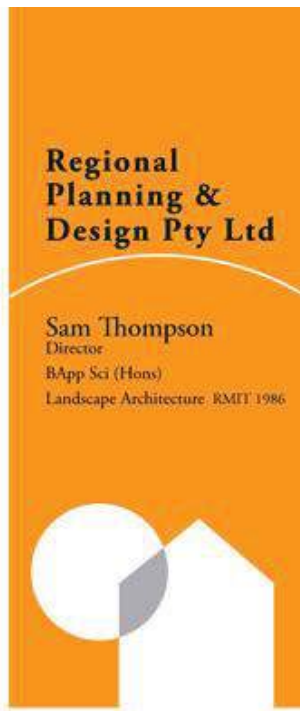
The low density residential zone (LDRZ) on its own does not require a planning permit for a dwelling.

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

Figure 1 Zoning



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).



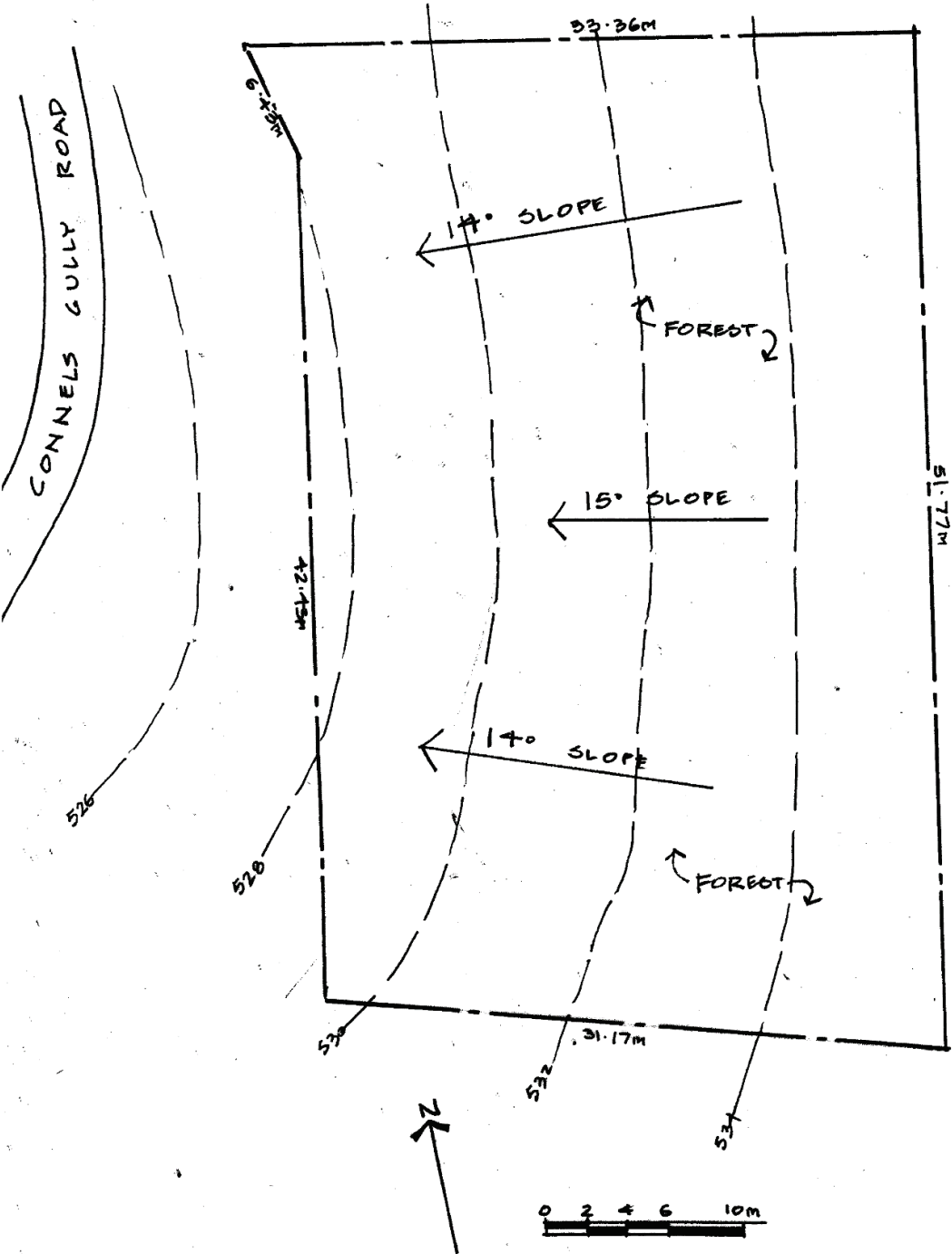


Figure 3 Existing Conditions



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

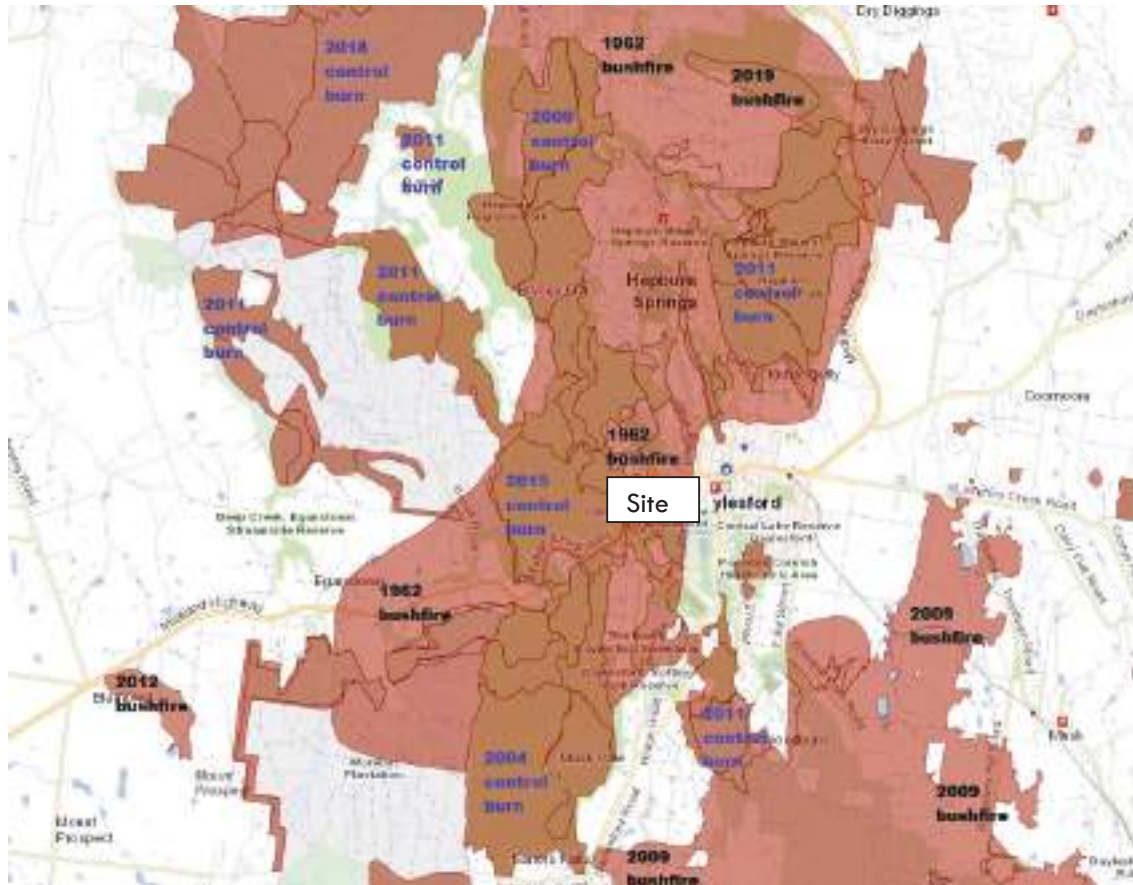
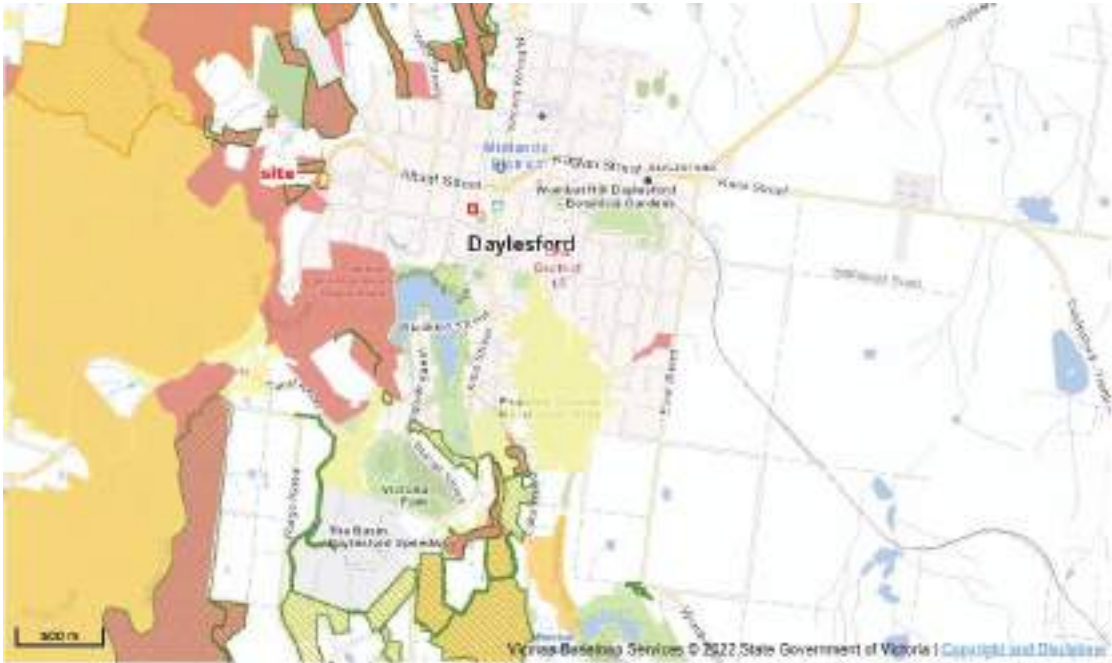


FIGURE 6 BUSHFIRE HISTORY MAP

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

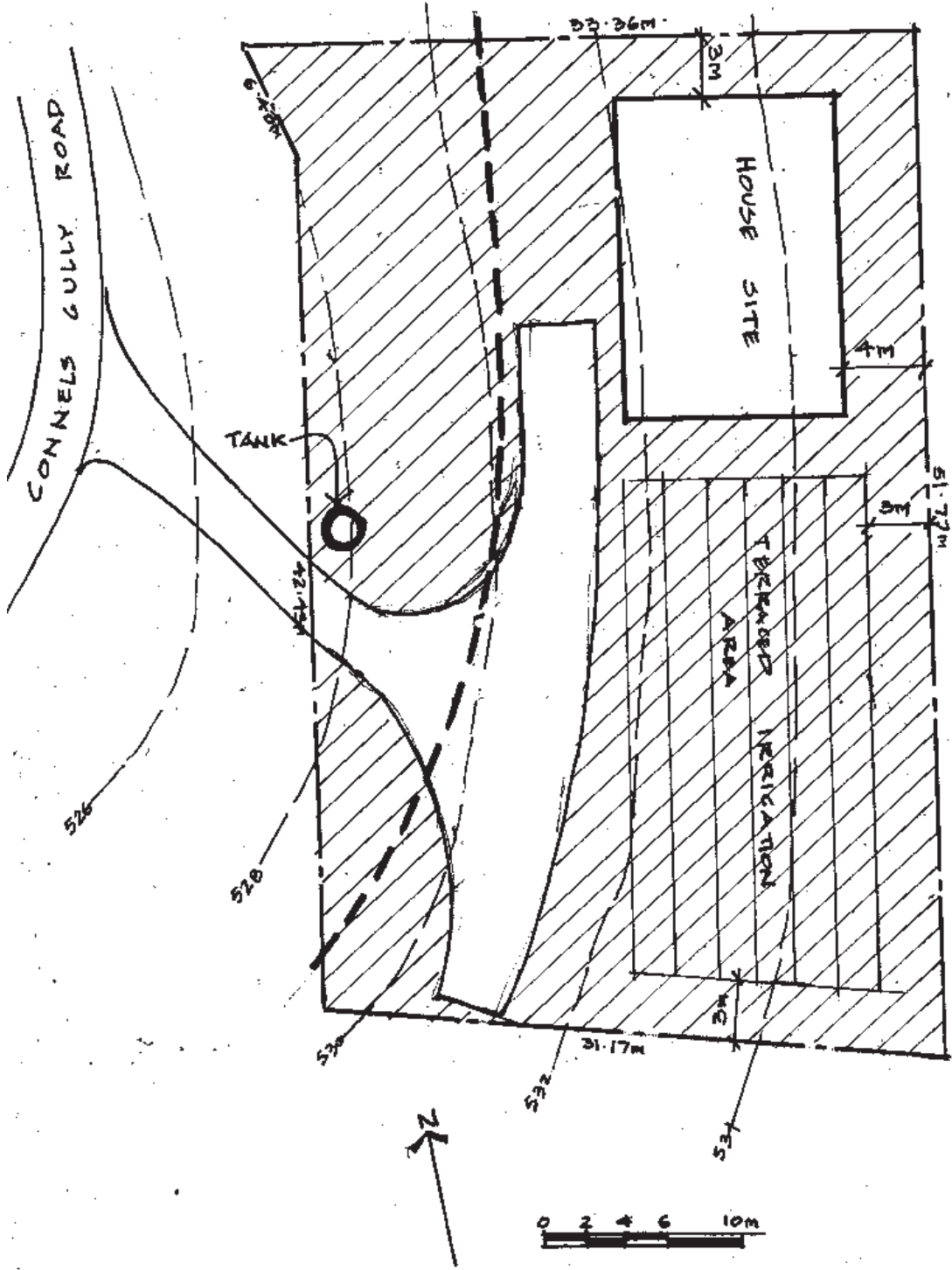


Figure 8 Defendable space, access and water supply plan

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 defensible 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 defensible 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

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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

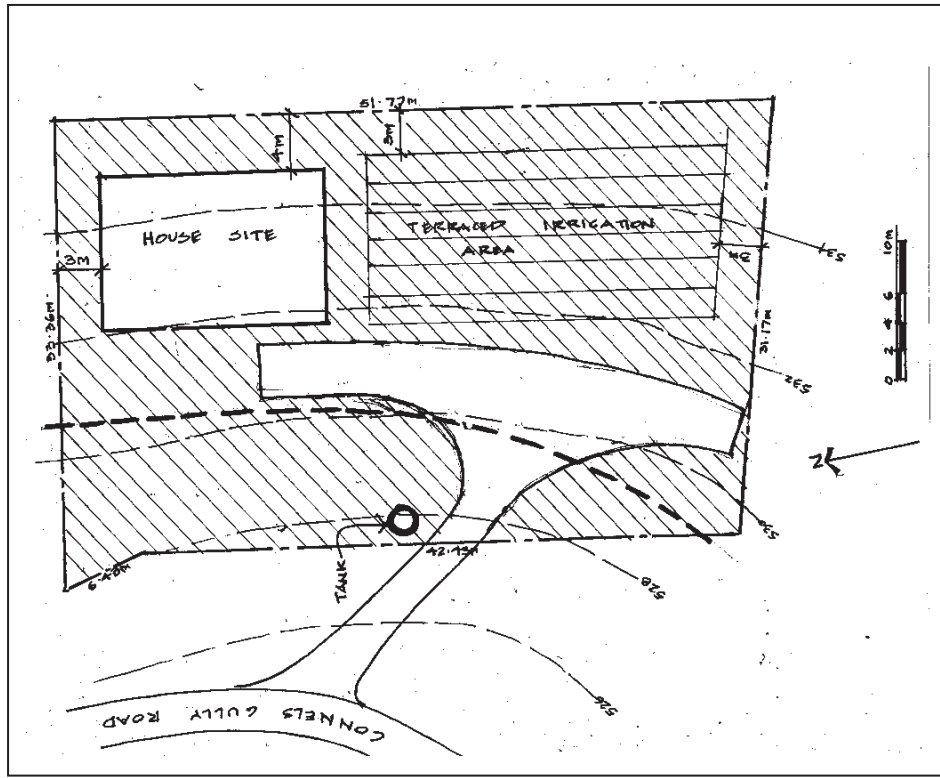


FIGURE 8 BUSHFIRE MANAGEMENT PLAN
13 Connells Gully Road Daylesford
Version C
18/11/2022
ATTACHMENT 10.2.1

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.

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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.

TABLE OF CONTENTS

(ii) Assessor’s Qualifications & Insurance

(iii) Executive Summary

SECTION 1 SITE INVESTIGATION

1.1	INTRODUCTION	1
1.2	INVESTIGATION METHOD	1
1.3	CAPABILITY ASSESSMENT	2
1.3.1	Land-Soil Unit A	2
1.3.1.1	Climate	2
1.3.1.2	Slope and Aspect	2
1.3.1.3	Vegetation and Land Use	2
1.3.1.4	Slope Stability	2
1.3.1.5	Subsurface Profile	2
1.3.1.6	Soil Permeability	3
1.3.1.7	Basement Rock Permeability	3
1.3.1.8	Colloid Stability	3
1.3.1.9	AS1547:2012 Soil Classification	4
1.3.1.10	Surface Drainage	4
1.3.1.11	Groundwater	4
1.3.1.12	Nutrient Attenuation	4
1.4	RISK MANAGEMENT & MITIGATION	4
1.4.1	Water Usage	5
1.4.2	Secondary Treatment	5
1.4.3	Block Size	5
1.4.4	Management Plan	5
1.4.5	Sizing of Treatment System	5
1.4.6	Load Balancing	5
1.4.7	Zoned Dosing	5
1.4.8	Pressure Compensated Subsurface Disposal	5
1.4.9	Oversized Effluent Areas	6
1.4.10	Reserve Areas	6
1.4.11	Buffer Distances	6
1.4.12	System Failure	6
1.4.12.1	Mechanical Breakdown	6
1.4.12.2	Accidents	7
1.4.12.3	Operational Breakdown	7
1.4.12.4	Maintenance Breakdown	7
1.4.13	Risk Summary	7

SECTION 2 RECOMMENDATIONS

ATTACHMENT 10.2.2

2.1	APPLICATION	8
2.2	SUBSURFACE IRRIGATION	8
2.2.1	General	8
2.2.2	Effluent	8
2.2.2.1	Effluent Quality	8
2.2.2.2	Effluent Quantity	8
2.2.2.3	Load Balancing	8
2.2.3	Application Rates and Irrigation Areas	8
2.2.3.1	Hydraulic Loading	8
2.2.3.2	Nutrient Loading	8
2.2.3.3	Design Loading	8
2.2.4	General Requirements	8
2.2.5	Subsurface Distribution System	9
2.2.5.1	Ground Preparation and Excavation	9
2.2.5.2	Pump System and Pipe works	9
2.2.6	Sequential Zoned Irrigation	9
2.2.7	Inspections and Monitoring	9
2.2.8	Soil Renovation	9
2.2.9	Site Regrading	9
2.2.9.1	Fill Materials	9
2.2.9.2	Retaining Structures	10
2.2.10	AWTS/Sand Filters	10
2.2.11	Effects of Irrigation on Existing Trees	10
2.3	SITE DRAINAGE	10
2.4	BUFFER DISTANCES	10
2.5	SUMMARY OF RECOMMENDATIONS	11

DRAWING 1

DRAWING 2

DRAWING 3

DRAWING 4

APPENDIX A

Permeability Testing

Soil Profile Photographs

APPENDIX B

Water Balance and Rainfall Data

APPENDIX C1

Land Capability Rating Tables

APPENDIX C2

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

APPENDIX C3

Calculated Combined Risk Number

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.

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.

Paul Williams & Associates Pty. Ltd.

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LAND CAPABILITY ASSESSMENT LAND USE MAPPING TERRAIN MODELLING HYDROGEOLOGY GEOLOGY HYDROLOGY SOIL SCIENCE LAND-SOIL RISK ASSESSMENT

A220606 – SEPTEMBER 2022

**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.

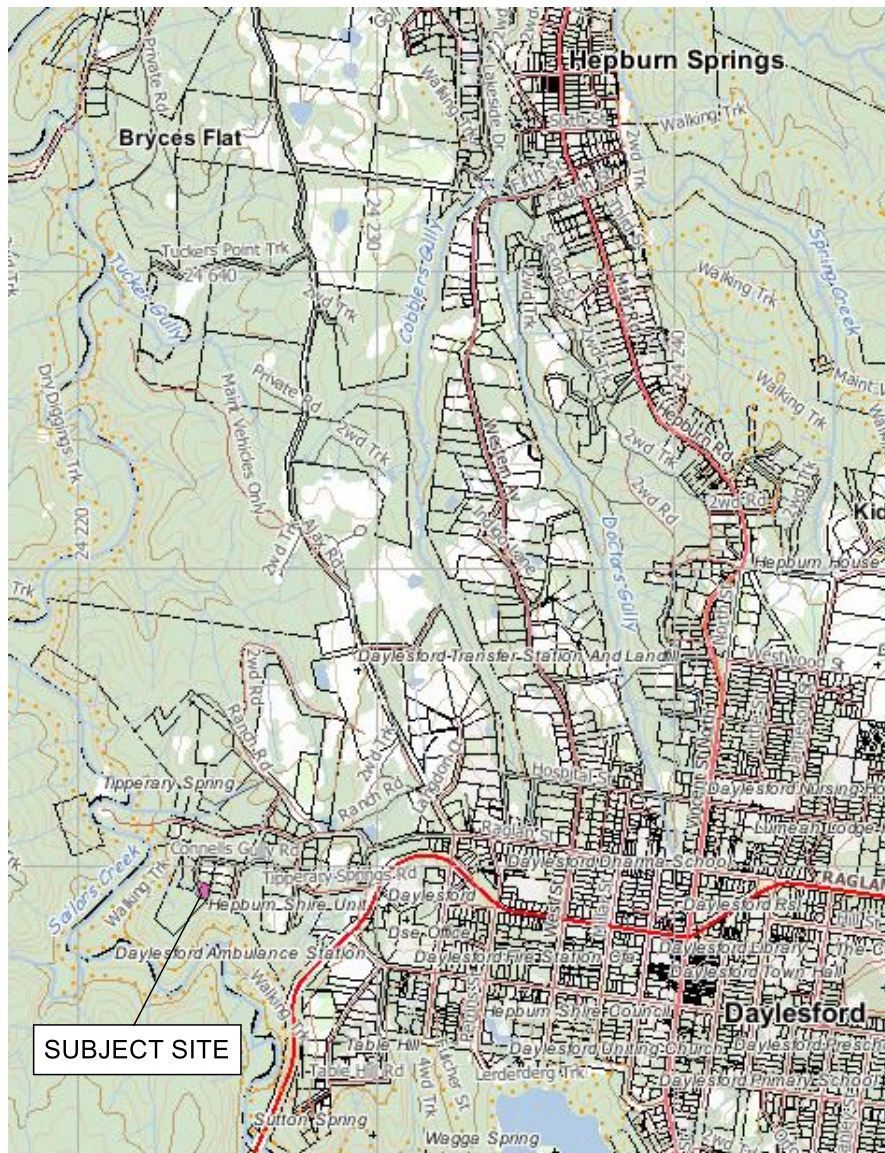
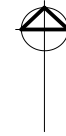
2.5 SUMMARY OF RECOMMENDATIONS

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.

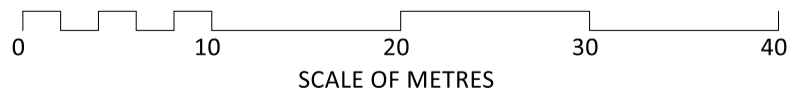
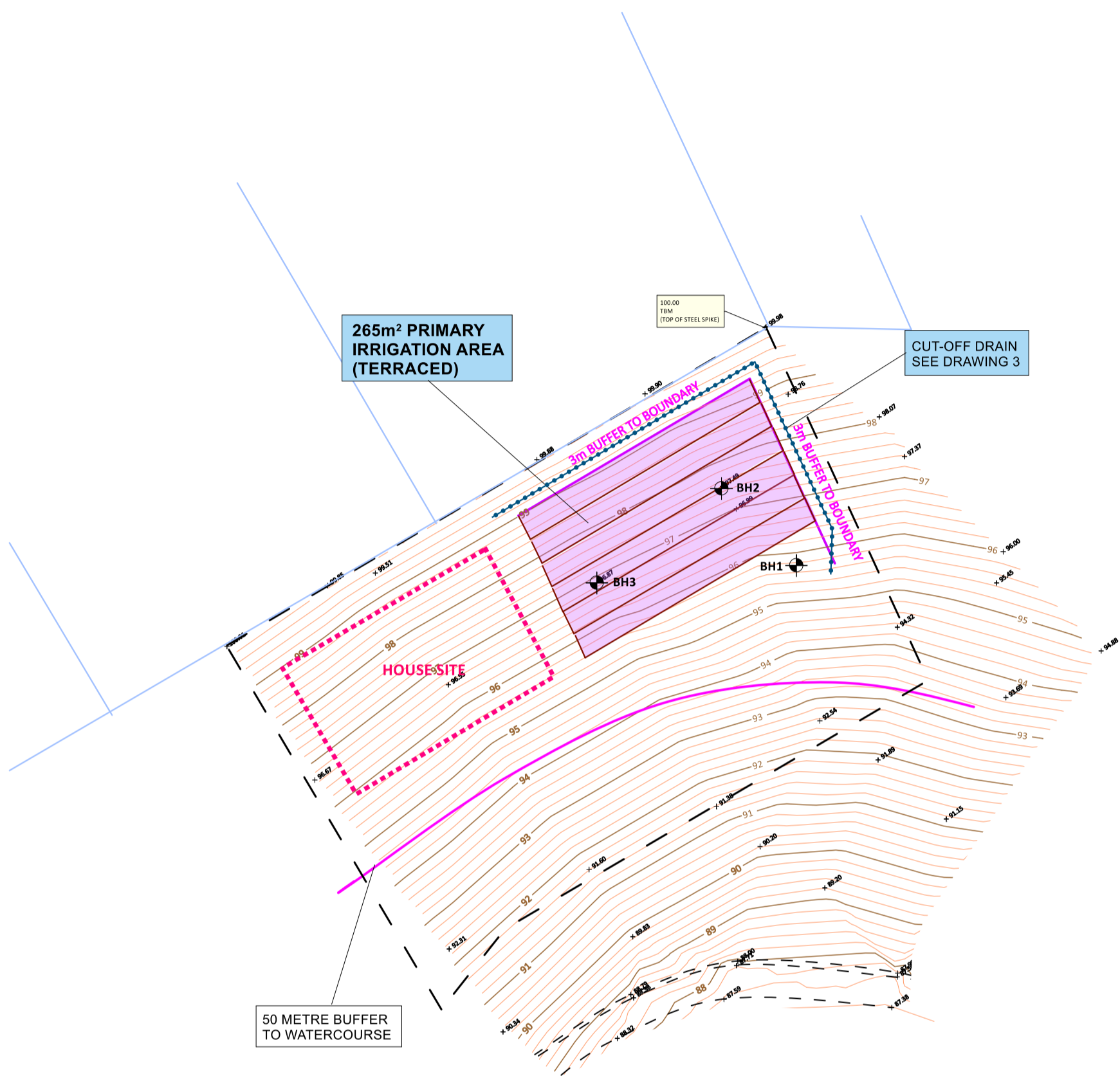
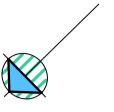
Report Number: A220606

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



UPPER REACH OF
WATERCOURSE
(SEE FIGURE 2)

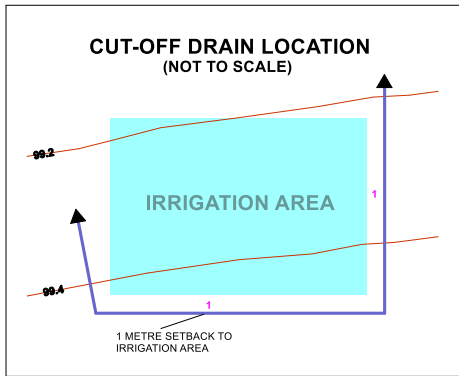
LOCATION OF PROPOSED DEVELOPMENT SHOWING CONTOURS

13 CONNELLS GULLY ROAD, HEPBURN

REGIONAL PLANNING & DESIGN

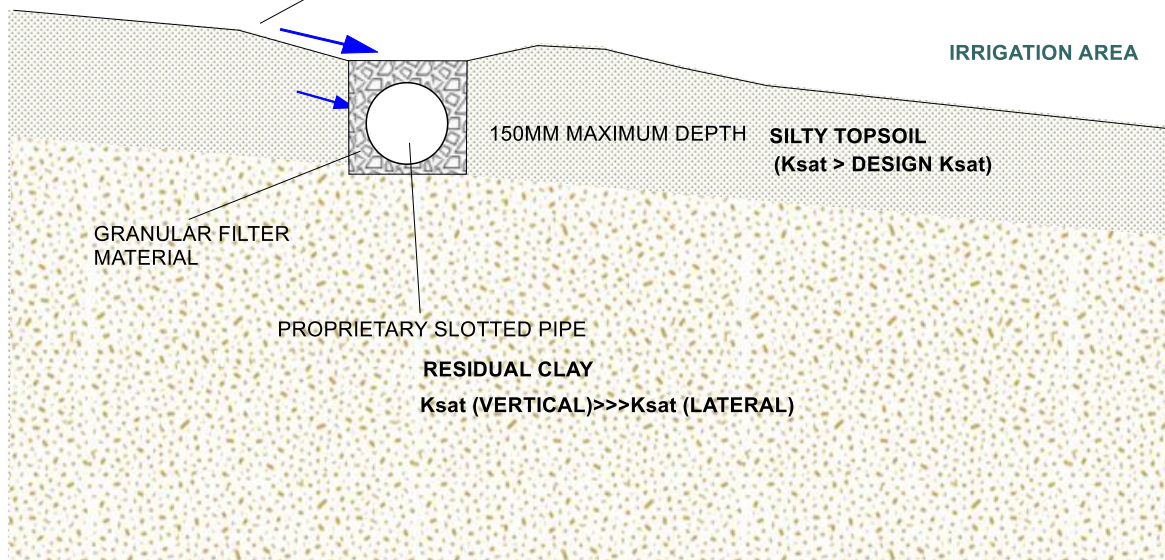
Scale: 1:400	Drawn: P.R.W.	Report Number: A220606
Contour Interval: 0.2m	Date: September 2022	Drawing Number: 2

**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

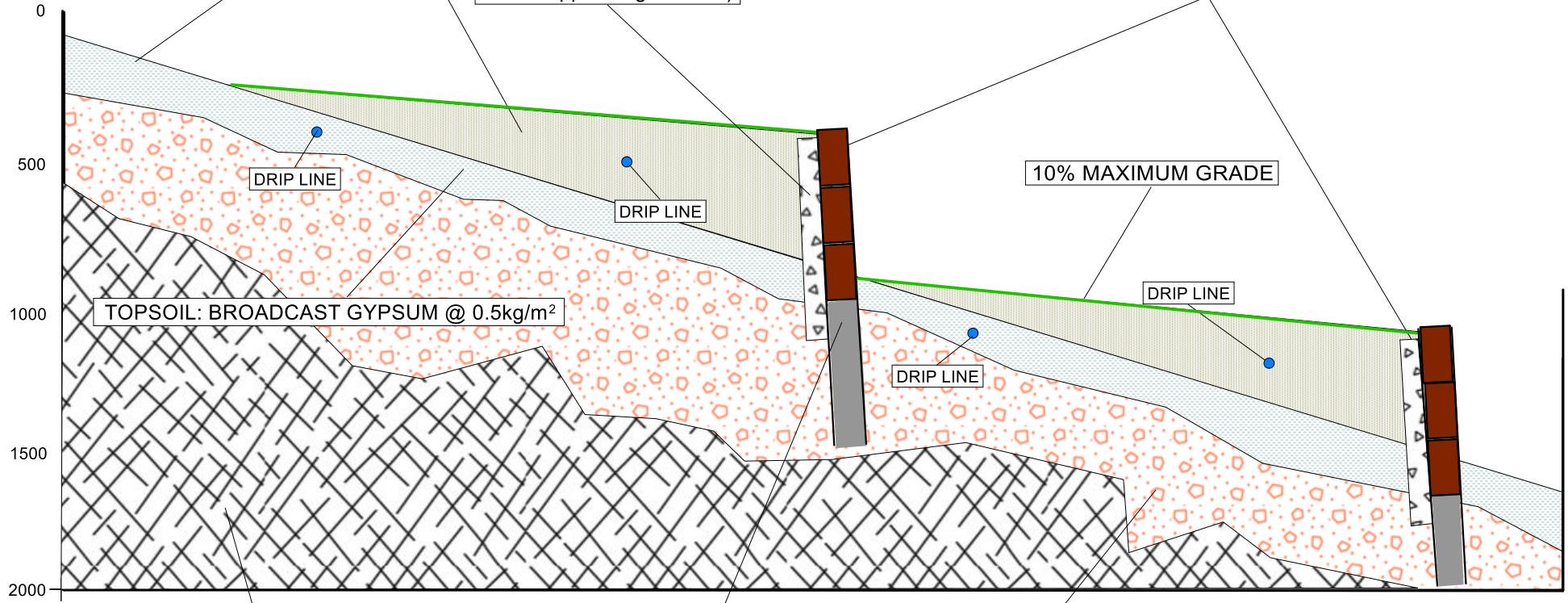
DRAINAGE DETAIL:
 (As per Drawing 3)

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

10% MAXIMUM GRADE

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	Shade:																																																															
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	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	Buffalo:																																																															
Application Rate:	1.7 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>Average daily seepage:</td> <td>2.6 mm</td> <td>U</td> <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> </tr> <tr> <td>Annual N load:</td> <td>3.94 kg/yr</td> <td>V</td> <td>Lucerne</td> <td>220</td> <td>6.1-7.9</td> <td>Clover</td> <td>180</td> <td>6.1-6.9</td> </tr> <tr> <td>Area for N uptake:</td> <td>179 m²</td> <td>W</td> <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> </tr> <tr> <td>Application Rate:</td> <td>2.5 mm</td> <td>X</td> <td>Rye/clover</td> <td>220</td> <td></td> <td>Sorghum</td> <td>90</td> <td>5.6-6.9</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></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	Average daily seepage:	2.6 mm	U	Eucalyptus	90	5.6-6.9	Couch grass	280	6.1-6.9	Annual N load:	3.94 kg/yr	V	Lucerne	220	6.1-7.9	Clover	180	6.1-6.9	Area for N uptake:	179 m ²	W	Tall fescue	150-320	6.1-6.9	Buffalo (soft)	150-320	5.5-7.5	Application Rate:	2.5 mm	X	Rye/clover	220		Sorghum	90	5.6-6.9							Poplars	115	5.6-8.5
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Plant Uptake:	220 kg/ha/y	T																																																																												

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.*

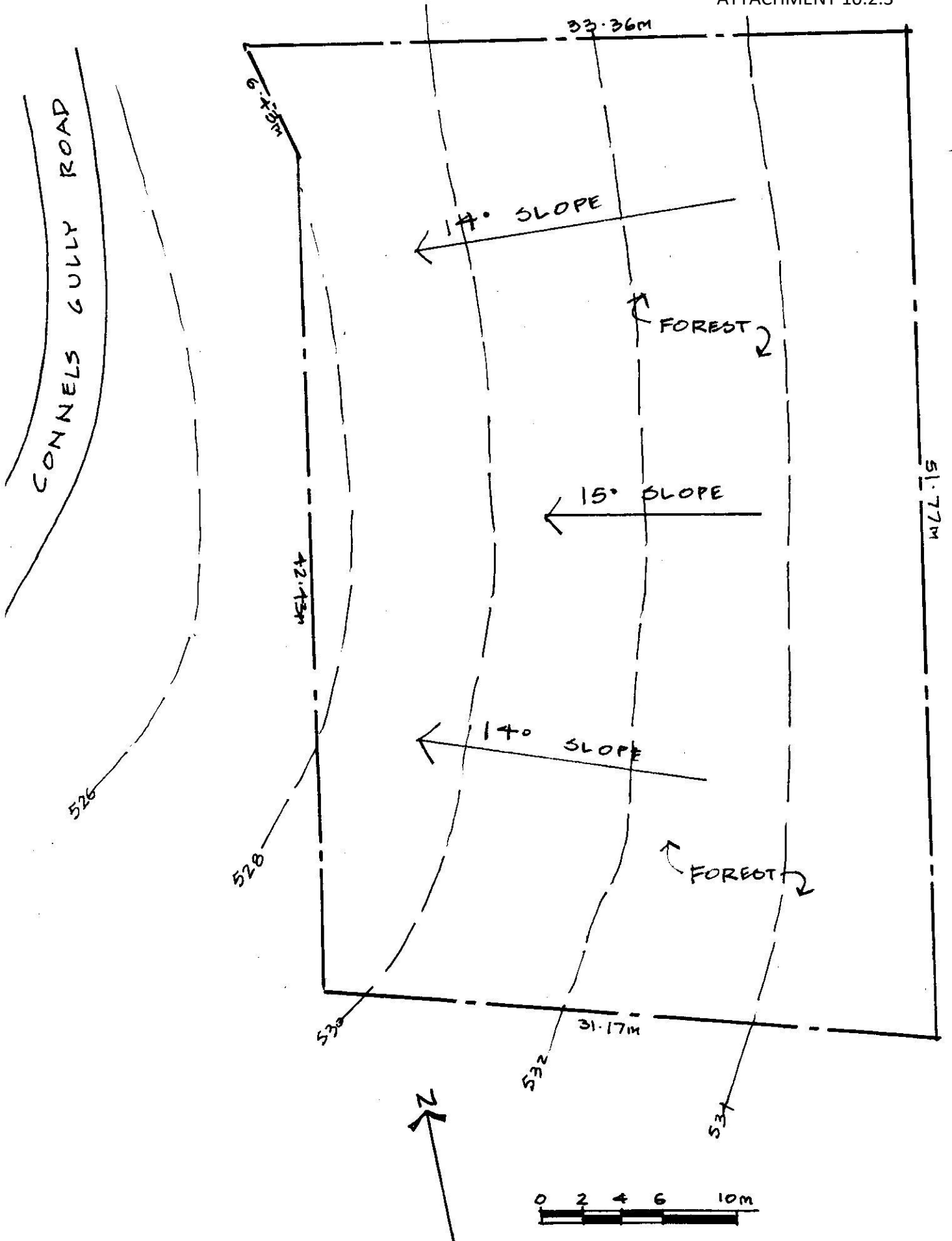


FIGURE 1 EXISTING CONDITIONS PLAN

13 Connells Gully Rd Daylesford

Ref No.22.196 September 2022 1 : 250

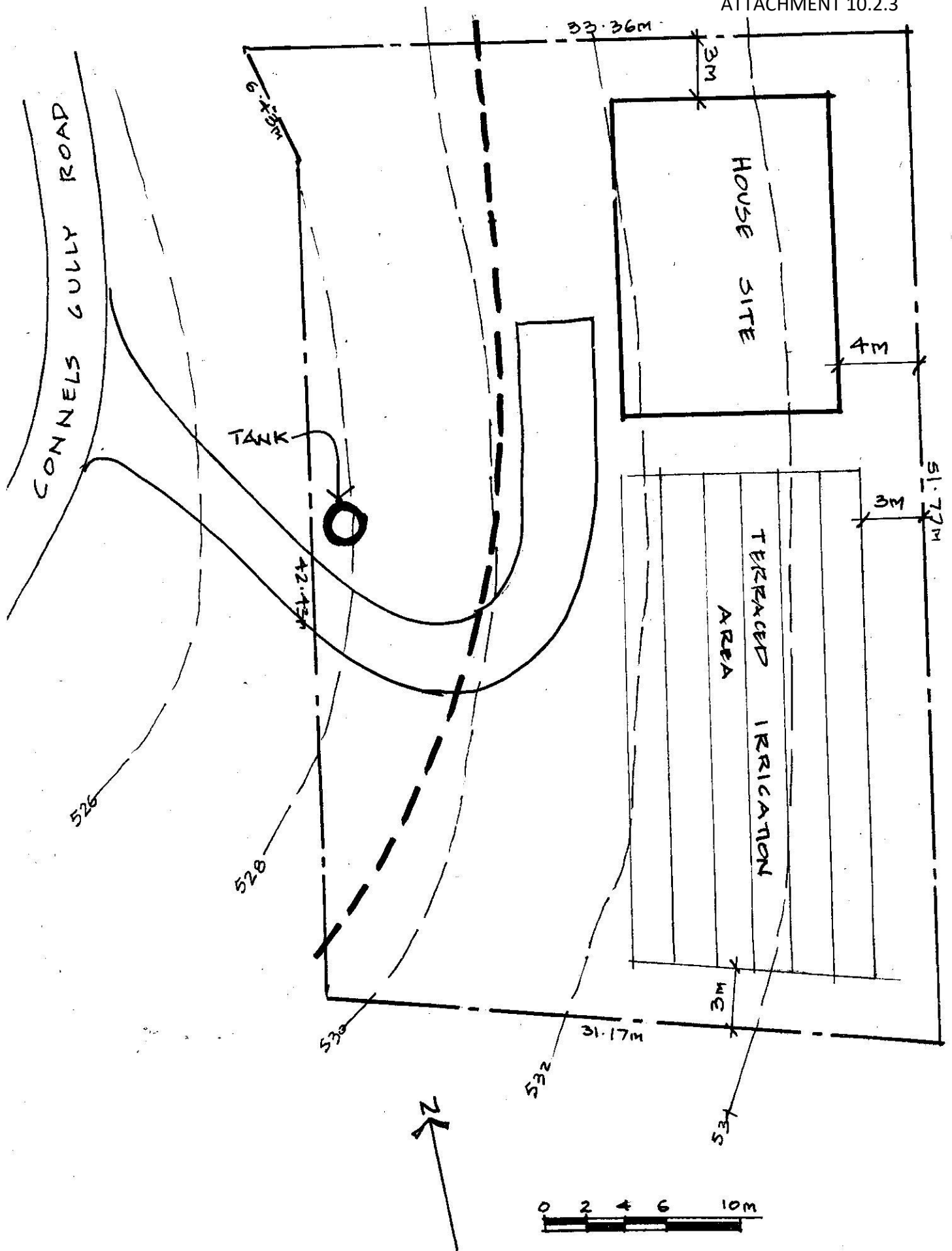
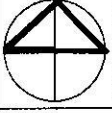
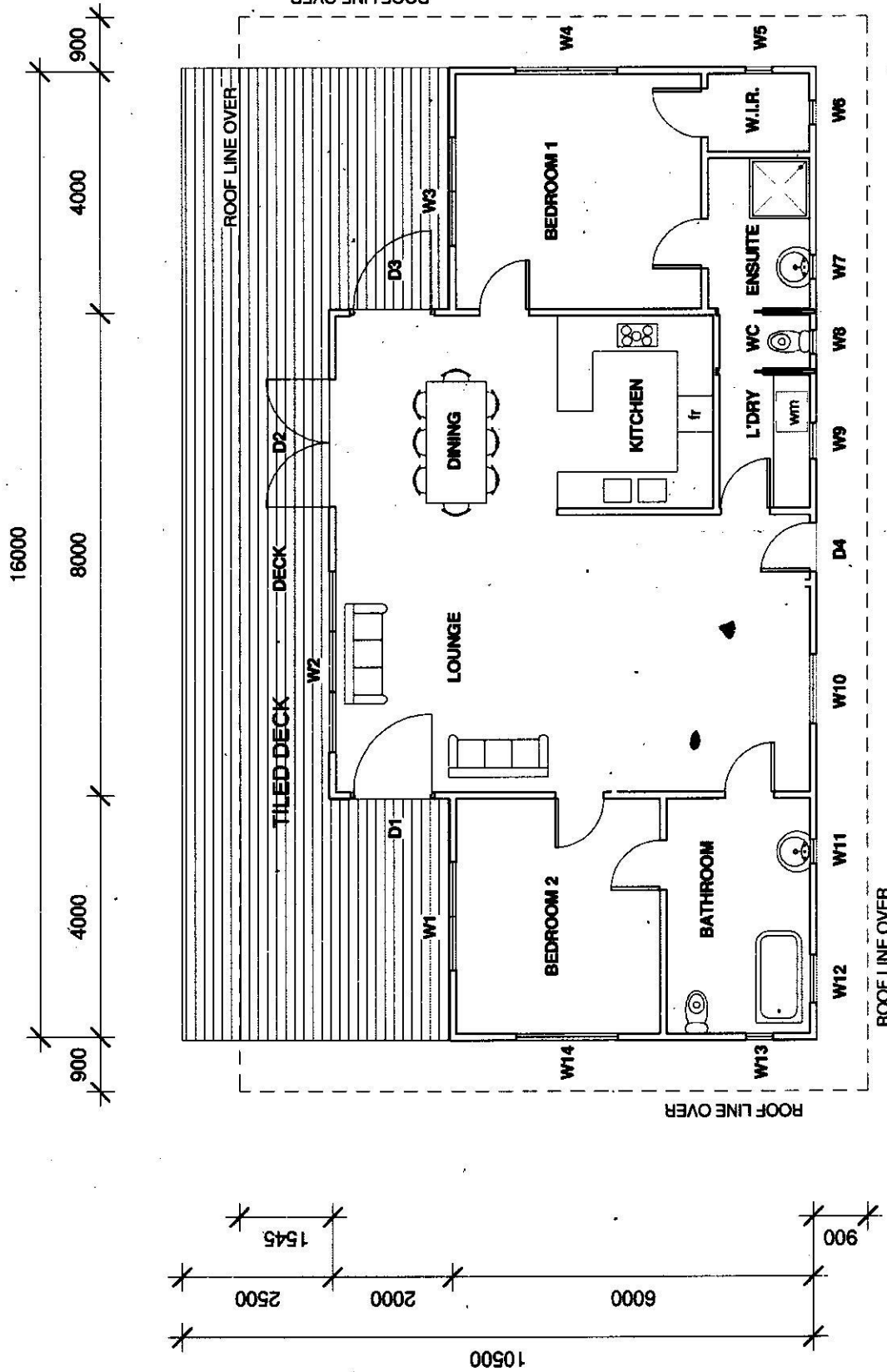


FIGURE 2 PROPOSED SITE PLAN

13 Connells Gully Rd Daylesford

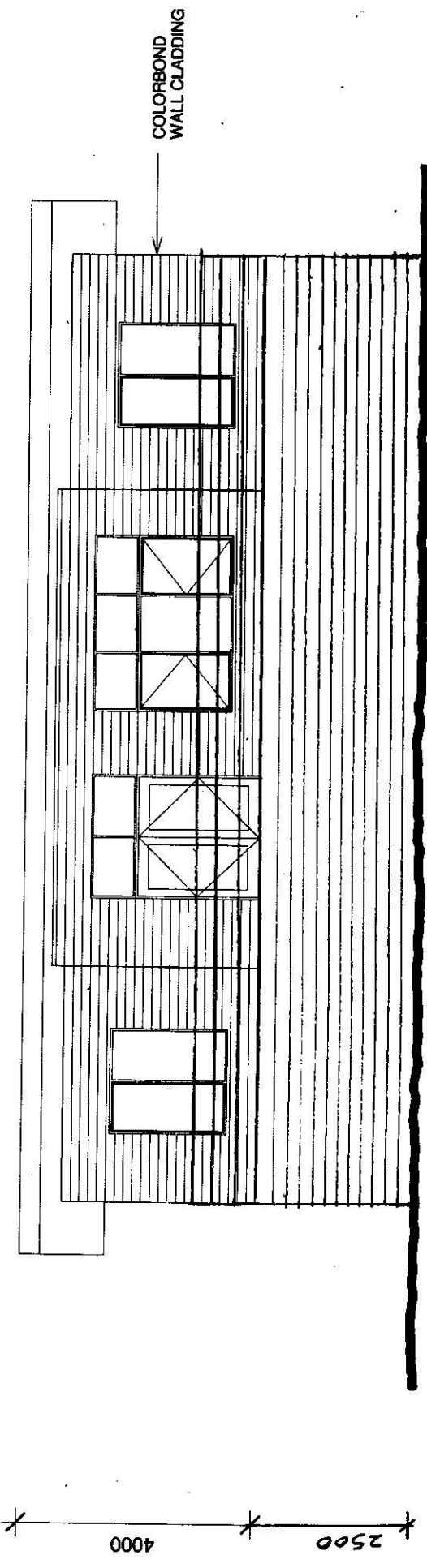
	Drg. No.	10.2.3
	3	
Date	Sept 2022	
Scale	1 : 100	



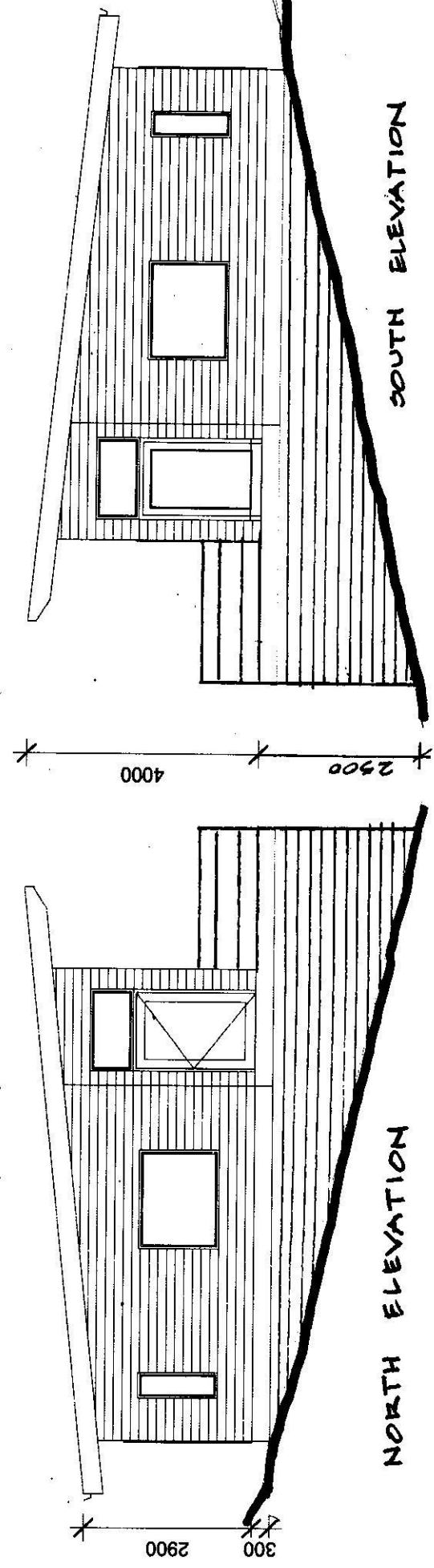
PROPOSED FLOOR PLAN

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



NORTH ELEVATION

SOUTH ELEVATION

Sam Thompson
 Regional Planning & Design Pty Ltd
 64 Pine Court, Porcupine Ridge 3461
 s.thompsondesign@bigpond.com
 03 5348 1285 0447 073 107

Client's Name
 Linda Nott
 Project Address
 13 Connells Gully Rd Daylesford

ELEVATIONS

Drg. No.
 4
 Date
 Sept 2022
 Scale
 1 : 100

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 RESILIENT AND SUSTAINABLE ENVIRONMENT

11.1 TRANSFER STATION BULK BIN CONTRACT EXTENSION

Go to 01:22:32 in the meeting recording to view this item.

DIRECTOR INFRASTRUCTURE AND DELIVERY

In providing this advice to Council as the Acting Coordinator Waste, I Candice Regan have no interests to disclose in this report.

ATTACHMENTS

- Nil

OFFICER'S RECOMMENDATION

That Council:

1. *Approves a six month extension of Contract HEPBU.RFT.2020.288 - Supply, Cartage and Disposal of Bulk Bins between Hepburn Shire Council and Veolia Australia Pty Ltd commencing on 1 August 2023;*
2. *Notes the contract expenditure for six months (estimated to be \$410,000 ex GST) is covered by the operational waste management budget; and*
3. *Authorises the Chief Executive Officer to sign the Letter of Extension with Veolia on behalf of Council.*

MOTION

That Council:

1. *Approves a six month extension of Contract HEPBU.RFT.2020.288 - Supply, Cartage and Disposal of Bulk Bins between Hepburn Shire Council and Veolia Australia Pty Ltd commencing on 1 August 2023;*
2. *Notes the contract expenditure for six months (estimated to be \$410,000 ex GST) is covered by the operational waste management budget; and*
3. *Authorises the Chief Executive Officer to sign the Letter of Extension with Veolia on behalf of Council.*

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 and Cr Tessa Halliday

Voted against: Cr Tim Drylie

Abstained: Nil

EXECUTIVE SUMMARY

The purpose of this report is to seek Council approval to extend the Contract HEPBU.RFT.2020.288 - Supply, Cartage and Disposal of Bulk Bins between Hepburn Shire Council and Veolia Australia Pty Ltd for six months commencing on 1 August 2023 and finishing on 31 January 2024 inclusive.

HEPBU.RFT.2020.288 - Supply, Cartage and Disposal of Bulk Bins is due to reach the end of the agreed contract term of 35 months at the end of July 2023. Officers are seeking Council's approval to extend this contract by six months to allow the procurement process for the bulk bin service to be undertaken.

BACKGROUND

Bulk bins (hook lift bins) are used at all of Hepburn Shire's transfer stations to house and transport landfill waste and various recyclable streams. The bulk bin service includes:

- bulk bin rental
- bulk bin transport to landfill
- bulk bin transport to recycling facilities, and
- landfill disposal fees.

Council at its meeting on 21 July 2020 awarded contract HEPBU.RFT.2020.288 - Supply, Cartage, and Disposal of Bulk Bins to Suez Recycling and Recovery Pty Ltd. The contract had a 35-month term being an 11-month initial term with two terms of 12 months extension terms. The contract commenced in August 2020 and Council exercised both extension terms.

As part of mergers and acquisitions between Suez Recycling and Recovery Pty Ltd ('Suez') and Veolia Australia and New Zealand Pty Ltd ('Veolia'), Suez become part of Veolia on 19 January 2022. Under this merger, Council's contract with Suez has been novated to Veolia. The contract with Veolia expires on 31 July 2023, and it has no further extension.

KEY ISSUES

Council officers explored the current market situation in terms of undertaking the procurement process late 2022 and in early 2023, however, due to a number of collaborative procurement projects that were conducted in Victoria in the waste management sector, undertaking Council's procurement process in mid 2023 would likely provide Council with the best opportunity to receive quality submissions.

Continuing this contract for a period of six months will provide time for officers to prepare appropriate public tender documentation to support Council's ongoing service needs, align with neighbouring councils (where appropriate) and comply with government legislation following recent changes to the requirements on the service that Council offers.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Council Plan 2021-2025

A resilient, sustainable and protected environment

1.2 Prioritise environmental management, protection and regeneration.

FINANCIAL IMPLICATIONS

Based on current costs associated with this service, the costs of this contract are expected to be around \$75,000 per month or \$450,000 total over the recommended six-month extension period. These costs include all aspects of the contract (bin rental, transport, and disposal fees) and are part of the existing waste budget for FY2023/2024.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

There are no community or stakeholder engagement implications associated with this report.

RISK AND GOVERNANCE IMPLICATIONS

The bulk bin service ensures cohesive collection of most waste and recycling material collected at Council's three transfer stations. Without the provision of this service, all three transfer station sites will be unable to operate and will have a significant impact for residents and the organisation.

ENVIRONMENTAL SUSTAINABILITY

There are no sustainability implications associated with this report.

GENDER IMPACT ASSESSMENT

There are no gender equity implications associated with this report.

12 EMBRACING OUR PAST AND PLANNING FOR OUR FUTURE

12.1 AWARD OF TENDER HEPBU.2023.31 - CRESWICK BOWLING GREEN REDEVELOPMENT

Go to 01:27:07 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

1. CONFIDENTIAL - HEPBU RFT2023 31 Creswick Bowling Green Redevelopment Tender Evaluation [**12.1.1** - 7 pages]

OFFICER'S RECOMMENDATION

That Council:

1. *Awards Contract Number HEPBU.RFT2023.31 to PM Concreting and Construction Pty Ltd for the fixed lump sum of \$966,865 (exclusive of GST);*
2. *Delegates authority for the Chief Executive Officer to sign and seal the contract documents on behalf of Council;*
3. *Approves Council Officers to make variations and additions to the Contract, in excess of the awarded lump sum contract value, within approved Officer Delegations and approved budgets and contingencies;*
4. *Accommodates the required project budget in the 2023/2024 Council Budget; and*
5. *Resolves that the attached Tender Evaluation Report remains confidential and that the Public Minutes record the successful tenderer and the accepted tender price.*

MOTION

That Council:

1. *Awards Contract Number HEPBU.RFT2023.31 to PM Concreting and Construction Pty Ltd for the fixed lump sum of \$966,865 (exclusive of GST);*
2. *Delegates authority for the Chief Executive Officer to sign and seal the contract documents on behalf of Council;*

3. *Approves Council Officers to make variations and additions to the Contract, in excess of the awarded lump sum contract value, within approved Officer Delegations and approved budgets and contingencies;*
4. *Accommodates the required project budget in the 2023/2024 Council Budget; and*
5. *Resolves that the attached Tender Evaluation Report remains confidential and that the Public Minutes record the successful tenderer and the accepted tender price.*

Moved: Cr Don Henderson

Seconded: Cr Tim Drylie

Carried

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

Voted against: Nil

Abstained: Cr Jen Bray

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider awarding contract HEPBU.RFT2023.31 Creswick Bowling Green Redevelopment to PM Concreting and Construction Pty Ltd.

The synthetic bowling green, which was initially constructed in 2012, has encountered persistent issues with subsidence of the sub-base. Despite undergoing near-surface remediation in 2019, the bowling green suffered additional failure following a significant storm and flooding event in January 2022.

BACKGROUND

Council seeks to appoint an experienced builder proficient in civil construction, capable of supervising sports infrastructure specialists, to undertake the Creswick Bowling Green Renewal project.

The project involves constructing a suspended concrete slab on the existing reactive soil to prevent any future subsidence issues, and the design and construction for a replacement of the synthetic bowling green at the Creswick Bowling Club, Doug Lindsay Recreation Reserve, Creswick.

The synthetic bowling green, which was initially constructed in 2012, has encountered persistent issues with subsidence of the sub-base. Despite undergoing near-surface remediation in 2019, the bowling green suffered additional failure following a significant storm and flooding event in January 2022.

The tendered works are the only reliable solution identified by an independent structural engineer.

The tender requested contractors include:

- Demolition, excavation, and construction of a suspended concrete slab as per the provided engineering drawings.
- Design and construction of a bowling green as per the bowling green design standards and bowling green construction guidelines provided.
- Remove, reinstate, protect, and make good all existing infrastructure ready for use.

A total of six companies provided tender submissions for the project.

Following a detailed evaluation of the submissions, it is considered that the tender submission of PM Concreting and Construction Pty Ltd is preferred.

KEY ISSUES

Following a publicly advertised tender process, a Tender Evaluation Panel (TEP) identified PM Concreting and Construction Pty Ltd as the preferred supplier for construction of the Creswick Bowling Green Redevelopment.

Tender Process and Outcome

Tenders for the Public Request for Tender HEPBU.RFT2023.31 - Creswick Bowling Green Redevelopment were invited via public advertisement on Council's website, Tenders.net and in The Courier from Tuesday 4 April 2023 to Thursday 27 April 2023.

The Tender Evaluation Panel evaluated tender submissions, including seeking clarifications from tenderers. Three tenderers were shortlisted and requested to submit a Best and Final Offer (BAFO) by 16 May 2023. On 17 May 2023, the TEP conducted interviews with the shortlisted tenderers.

The TEP concluded that PM Concreting and Construction Pty Ltd was the preferred tenderer.

COUNCIL 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

The current budgeted project cost is \$922,000 across the 2022/2023 and 2023/2024 financial years.

Project budget allocation	\$922,000
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	<ul style="list-style-type: none"> - \$433,097 Federal Government Investing In Our Communities funding - \$139,450 Insurance cover - \$349,453 Council contribution
Actual expenditure as at 7/06/2023	\$26,245
Recommended tender amount	\$966,865 (excl. GST)
Estimated additional costs against project	\$96,686 (10% project management) \$96,686 (10% contingency)
Total estimated expenditure against project	\$1,186,483
Shortfall on project	\$264,483
Funding source if shortfall exists	<ol style="list-style-type: none"> 1. Refer budget requirement to the 2023/2024 Council Budget 2. Continue to pursue other potential funding sources.

There is a current estimated budget shortfall of \$264,483 for this project. Officers are currently investigating opportunities to source additional funding to ensure delivery of this project.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

In line with Council's Community Engagement Policy, this project requires a 'medium level' of engagement. Officers will continue to liaise with project partners, stakeholders and the broader community throughout this project.

RISK AND GOVERNANCE IMPLICATIONS

Project governance seeks to ensure that the project adheres to the relevant legislative and regulatory requirements, and follows the guidance in Council's Project Management Framework.

ENVIRONMENTAL SUSTAINABILITY

There are no sustainability implications associated with this report.

GENDER IMPACT ASSESSMENT

A gender impact assessment is not required for this project. However, the project aligns with Strategic Pillar 2 – ‘Investment in Spaces and Places’ of the Hepburn Active Women and Girls Strategy. This strategy identifies lawn bowls as the third highest participation sport by females in the Shire.

The project will be delivered in line with the Hepburn Active Women and Girls Strategy to remove barriers that traditionally prevent participation of female and gender-diverse people in community sport and active recreation, as well as public places and spaces.

The redeveloped facility will primarily serve the Creswick Bowling Club, which provides opportunities for participation to males, females, and gender-diverse individuals, with a female membership base of 37.5%. Furthermore, the facility will be utilised by local schools, community organisations/groups, and the wider Hepburn community, thereby fostering increased participation for females and gender-diverse individuals.

12.2 RESPONSE TO PETITION: CORNISH HILL HERITAGE ASSESSMENT

Go to 01:42:34 in the meeting recording to view this item.

EXECUTIVE MANAGER DEVELOPMENT

In providing this advice to Council as the Acting Manager Strategic Planning, I Damien Kennedy have no interests to disclose in this report.

ATTACHMENTS

1. Cornish Hill Residents Group - statement presented to Council - 21 March 2023 [**12.2.1** - 1 page]
2. Group statement - Cornish Hill Residents Group - 17 March 2023 [**12.2.2** - 2 pages]
3. Daylesford Neighbourhood Character precincts map [**12.2.3** - 1 page]
4. Heritage Overlay in the Cornish Hill precinct and surrounds [**12.2.4** - 1 page]
5. Cornish Hill zones [**12.2.5** - 1 page]
6. Cornish Hill Neighbourhood Character and Heritage Overlays [**12.2.6** - 2 pages]
7. Summary outline of Neighbourhood Character Overlay Cornish Hill - 5 June 2023 [**12.2.7** - 11 pages]
8. Planning permit notification requirements [**12.2.8** - 1 page]

OFFICER'S RECOMMENDATION

That Council:

1. *Notes this report on Cornish Hill Heritage Assessment;*
2. *Supports the review of existing Daylesford Neighbourhood Character areas being undertake as part of the preparation of the Daylesford and Hepburn Springs Structure Plan which will address missing sections of the existing Neighbourhood Character Overlay precincts guidelines and policies in the Hepburn Planning Scheme; and*
3. *Supports an investigation of the current application of the Neighbourhood Character Overlay to areas surrounding Cornish Hill mining precinct and need for application of the Heritage Overlay through heritage gap analysis work being undertaken as part of the Daylesford and Hepburn Springs Structure Plan project.*

MOTION

That Council:

1. *Notes this report on Cornish Hill Heritage Assessment;*

2. *Supports the review of existing Daylesford Neighbourhood Character areas being undertaken as part of the preparation of the Daylesford and Hepburn Springs Structure Plan which will address missing sections of the existing Neighbourhood Character Overlay precincts guidelines and policies in the Hepburn Planning Scheme; and*
3. *Supports an investigation of the current application of the Neighbourhood Character Overlay to areas surrounding Cornish Hill mining precinct and need for application of the Heritage Overlay through heritage gap analysis work being undertaken as part of the Daylesford and Hepburn Springs Structure Plan project.*

Moved: Cr Jen Bray

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

EXECUTIVE SUMMARY

The Cornish Hill Residents' Group has petitioned Council to undertake a heritage assessment of the Cornish Hill mining precinct and surrounds (including Precinct 14) with a view to replacing the current Neighbourhood Character Overlay with a Heritage Overlay applied as a precinct. There are concerns about inappropriate development and loss of heritage values. A draft report on the inclusion and application of the Neighbourhood Character Overlay in Daylesford, and heritage assessment of the Cornish Hill area, has been prepared by Council's Heritage Advisor.

An investigation of the efficacy of the Neighbourhood Character Overlay as currently applied to Daylesford is being undertaken by Hansen Partners as part of Council's Daylesford and Hepburn Springs Structure Plan project. A heritage gap analysis is also proposed to be undertaken as part of the project. There is an opportunity to address the resident group's concerns and improve the planning controls applicable in Area 14 through the structure plan process.

BACKGROUND

On 1 February 2023, a Petition was received from residents of the neighbourhood in the vicinity of Cornish Hill in Daylesford. The Petition was signed by 21 people.

The petition reads:

Preserving the Character of Precinct 14

We request Council to carry out a heritage assessment of the wider area of Cornish Hill which includes the houses and gardens of the former nineteenth-century residential area of Precinct 14.

This precinct does not at present have a Heritage overlay, but only Neighbourhood Character and Environmental Significance overlays.

It is unclear why Precinct 14 does not have a Heritage overlay. All other significant historical areas of Daylesford Township have one. The Heritage overlay is important for the preservation of the built forms that are vital to the beauty, atmosphere and sense of history that make Daylesford such a notable town.

Precinct 14 abuts the Cornish Hill precinct which has been nominated by the Commonwealth Government for World Heritage Listing as part of the Central Goldfields nineteenth-century mining landscape. Precinct 14 forms an integral part of the heritage value of Cornish Hill and is inseparable from it.

The increased number of sales and subdivisions in recent years means that these heritage values are under threat. Estate agents in town encourage sales by telling prospective buyers that they can demolish older buildings under Section 29AS of the planning scheme.

We believe that this lack of protection under a Heritage overlay leave the nineteenth and early-mid twentieth-century houses vulnerable to inappropriate redevelopment, including demolition of heritage buildings, subdivision into small allotments, and the erection of buildings unsympathetic to what is there.

Any demand for increased housing is more than met by the extensive subdivisions in the Smith Street to Wombat Park region.

At the Ordinary Meeting of Council held on 21 March 2023 it was resolved:

That Council:

- 1. Receives and notes the Petition seeking a heritage assessment for Cornish Hill; and*
- 2. Refers the petition to the Acting Manager Strategic Planning to prepare a report to be considered at a future Meeting of Council, within 3 months.*

On 26 March 2023, two members of the Cornish Hill Residents' Group advised Council's Acting Strategic Planning Manager that they had attended the Council Meeting of 21 March and saw that the petition was accepted by all Councillors. The representatives advised that they had added to the presentation a reading of notes included as Attachment 15.2.1.

On 17 May, a group statement from the Cornish Hill Residents' Group and advised that a representative would seek to read the statement out at the Ordinary Council Meeting of 20 June 2023. The statement is included at Attachment 15.2.2.

A map showing the location of the area referred to as Precinct 14 (as identified in the Daylesford Neighbourhood Character Study prepared by Planisphere in 2002) is included as Attachment 15.2.3

KEY ISSUES

Hepburn Planning Scheme

The areas to the west, north and east of Cornish Hill are zoned Neighbourhood Residential Zone (NRZ1) under the planning scheme. The Neighbourhood Character Overlay Schedule 5 (NCO5) applies to parts of these NRZ1 zoned areas - along Vincent and King Streets and north of Stanbridge Street. Cornish Hill is in the Public Park and Recreation Zone.

The Heritage Overlay (HO898) applies to the Cornish Hill precinct and surrounds. In addition, there are number of other precincts and specific sites to which the Heritage Overlay applies within, and surrounding Cornish Hill as listed in Attachment 15.2.4.

Maps showing the existing zoning and the Neighbourhood Character Overlay and Heritage Overlay as applying to the area are included at Attachments 15.2.5 and 15.2.6.

Heritage Assessment

In a draft report on the Daylesford Neighbourhood Character Summary Outline, Council's Heritage Advisor has prepared a summary of previous heritage assessments of the Cornish Hill area (Attachment 15.2.7).

Council's Heritage Advisor has prepared a draft summary of the Criteria of Significance of the Cornish Hill mining area:

Aesthetic Values

- Cornish Hill Mining Precinct is an elevated mining site located on a single cone volcanic eruption point, that rises up to Wombat Hill with 365-degree views of the surrounding forested volcanic landscape. There are numerous gullies, creeks and mineral springs.
- The Precinct retains many visual reminders of Daylesford and the former Wombat Flats gold mining history including many miners' huts, Italian mine managers houses, stone footings, former Pyrites Chlorination Works, battery and crushing plants foundations, deep and shallow shafts, underground tunnels, the longest alluvial tunnel known in Victoria to date, tramway cuttings, water races, mullock heaps, the former Daylesford Ballarat railway line embankments, railway timber trestle bridge, in a bush environment with extensive areas of overgrown wasteland.
- Cornish Hill and its associated Italian Hill to the south, possess sites and landscapes which reflect the earliest period of quartz gold mining in Australia

and represent one of the richest quartz gold mining areas in Victoria, equivalent to the rich quartz mines of Bendigo, Stawell, Clunes and Maldon.

- It has strong visual edges which contrast with the surrounding residential areas of Daylesford. Cornish Hill Mining Precinct visually dominates the handmade Lake Daylesford and Jubilee Lake, reserved in the 1920s as Ornamental Lakes, former mine sites and Chinese market gardens.
- It is distinctive in its elevation, providing a visual focal point from across Daylesford as well as containing many well-known look out points that afford panoramic views across Daylesford, the lakes and Wombat Forest to the distant newer volcanic plains and the overburden area of the site itself.
- The mining and habitation sites comprising many timber miner's cottages and well-developed tourist walking paths through the site immediately convey to visitors a strong sense of the past, abandoned mining practices, devastating environmental impact and loss of traditional country and former great temperate forests of the area.

Historical and Social Value

- Cornish Hill Mining Precinct is one of the most intact authentic quartz gold mining sites in Victoria that displays the impact of environmental degradation resulting from early 1850s gold mining extraction techniques to those of the 1930s including alluvial ground and hydraulic sluicing, open cut, shallow and deep tunnelling, excavation of coarse and fine sediment and rock, crushing, chemical and chlorination treatment and dispersal of waste by bulldozers and down the many creeks and gullies that surround Cornish Hill.
- It is a mining cultural landscape which shows strong evidence of different mining practices of Cornish immigrants as well as Italian and Swiss Italian miners.
- Forming part of the Cornish Hill Mining cultural landscape are the collection of timber mining cottages which in many cases date to the 1860s, established on Miner's Rights Residency Areas, including the four Italian mine managers houses dating from the 1860s and 1870s with extensive gardens.
- There are sweeping views of the Cornish Mining Precincts both from within the site at Stanbridge Street and from across Daylesford. These views are panoramic and educative. They clearly interpret the mining development, changing practices, technologies, legislation and associated environmental degradation.
- This ranges from the impacts of the Sludge Abatement Board regulations to various Mines Acts as well as local community efforts to save the Mining Precinct from residential development. There is a very active Friends of Cornish Hill Group.
- The Cornish Hill Mining Precinct is Crown Land managed by a committee of management under Hepburn Shire Council.

- There are well known Dja Dja Wurrung cultural sites within the area.

Scientific Value

- Victoria is a world-renowned gold province with a variety of deposit styles and world-class pre-competitive geoscientific data. The world-class central Victoria gold province has produced >2,500 tonnes (~80 million ounces) of gold.
- Most deposits are classified as orogenic gold deposits that formed during regional deformation and metamorphism in the Late Ordovician to Silurian or in the Late Devonian. Victoria has thirteen goldfields that have each produced more than one million ounces (Moz) of gold.
- Victoria hosts one of the world's largest orogenic gold provinces in the world. The Daylesford goldfields is the 11th large historic gold mining centre, with recorded gold production similar to Maryborough and Avoca, of 32 million tonnes, since 1854.
- The quartz gold mining on Cornish Hill was central to the development of Daylesford.
- There is a network of former gold mining sites with underground tunnelling and overburden areas with extensive historic records and contemporary photographs from the Mines Department.

The draft summary of the Criteria of Significance is primarily sourced from:

- *Daylesford and Hepburn Springs Conservation Study*, December 1985, Perrott Lyons Mathieson Pty Ltd., Andrew Ward, historian.
- *Goldfields Project The Historic Theme of Gold Mining in the Hepburn or Daylesford Mining Division*, 1999, Department of Environment and Planning, David Bannear Victorian, Heritage Inventory, ARC Project, Rivers of Gold 2020.

Neighbourhood Character Overlay

Council's Heritage Advisor has also prepared a summary of events associated with the introduction and application of the Neighbourhood Character Overlay in the Cornish Hill area.

Hepburn Shire Council introduced the New Format Planning Scheme in 1998. In 2000, the Advisory Committee Planning Panel appointed under Section 151 of the *Planning and Environment Act 1987* to review the Hepburn Planning Scheme recommended that the scheme be rewritten. At the time it was recommended that a partially complete planning scheme could be adopted with further strategic work required.

Recommendations made by the National Trust in relation to the scheme review were supported by the Advisory Committee Planning Panel and recommended by the

Panel for implementation into the new format Hepburn Planning Scheme. One of these was for the use of the Design and Development Overlay Schedule 4 to protect “pre-war architecturally significant residential houses” in Daylesford. The Panel preferred the use of the Heritage Overlay to a Design Development Overlay to achieve this outcome. However, this recommendation of the Panel for the use of the Heritage Overlay was not adopted by Hepburn Shire Council and the planning scheme was not changed.

In 2002 Hepburn Shire Council commissioned the Daylesford Neighbourhood Character Study 2002, to identify and evaluate neighbourhood character within the Daylesford township and to develop strategies for its management.

Through Amendment C19 to the planning scheme (gazetted 12 May 2005), the Neighbourhood Character Overlay was applied to eleven areas within Daylesford, including Precinct 14.

Specifically, C19:

- amended the Municipal Strategic Statement, including Clauses 22.08 to 22.19 relating to Daylesford neighbourhood character policy in the Local Policy Framework,
- included the Victoria Planning Provisions (VPP) Neighbourhood Character Overlay provision and two schedules to that overlay,
- made changes to four schedules to the Design and Development Overlay,
- inserted Neighbourhood Character Overlay Maps: 30NCO, 31NCO, 32NCO, 33NCO, and
- inserted reference to a general Neighbourhood Character Overlay policy and eleven neighbourhood character precinct-specific policies. Neighbourhood Character Precincts 4, 6, 7, 10, 11, 12, 14, 15, 17, 18 and 19 and 4 DDO areas.

To guide the use of policy and the exercise of discretion in relation to the Neighbourhood Character Overlay, amendments to the Municipal Strategic Statement included the addition of two new dot points:

- Using the Daylesford Neighbourhood Character policies to guide development decisions in areas with strong neighbourhood character significance.
- Using the Daylesford Neighbourhood Character Study: Character Precinct Brochures in addition to the decision guidelines in clauses 54, 55 and 65 (of the planning scheme).

Reference documents added to clause 22.08 Daylesford Neighbourhood Character Local policy were:

- *Daylesford Neighbourhood Character Study*, Planisphere in conjunction with John Curtis Pty Ltd, October 2002.
- *Daylesford Neighbourhood Character Study- Daylesford Explanatory Brochure; Daylesford Township Vision Brochure and Precinct Brochures One to*

Twenty-Two, Planisphere in conjunction with John Curtis Pty Ltd, October 2002.

- *Daylesford Streetscape Study*, Chris Dance Land Design Pty Ltd, September 1996; *Updated Recommendations Daylesford Streetscape Study*, Chris Dance Land Design Pty Ltd and Essential Economics, October 1998.

There were inconsistencies within Amendment C19 as some neighbourhood character precincts were included in the Local Policy at Clause 21.09 and identified on the map but did not have a corresponding neighbourhood character overlay at Clause 43.02.

In 2022, under Amendment C80hepb, generic residential neighbourhood zones were introduced across Daylesford. The former Neighbourhood Character Overlay map has been retained but all relevant local policies and description of the individual precincts were removed from the planning scheme. Reference to the former Neighbourhood Character Overlay Guidelines was also deleted. The guidelines for each neighbourhood character precinct are now generic and do not reflect the urban design history provided by the Daylesford Neighbourhood Character Study 2002.

The Neighbourhood Character Overlay Guidelines and Local Policies and descriptions of each NCO precinct put in place through Amendment C19 contained a high level of detail and provided guidance for decision making. Without a clear description of the character of the area this provides inadequate guidance for decision making and is inconsistent with the Planning Practice Note on the application of the Neighbourhood Character Overlay.

Precincts 14 (and adjoining Precinct 15) are associated with the history and development of Cornish Hill mining area characterised by scattered miners' residencies acquired under the *Miner's Residency Act 1865*. The date of most of the remaining miner's cottages is 1860s.

The petitioners have highlighted the question as to whether the use of heritage precincts under Clause 43.01 (as recommended by the Planning Panel in 2000) would provide stronger protection in Precinct 14 than the Neighbourhood Character Overlay.

As part of the Future Hepburn project, Council is preparing a new structure plan for Daylesford and Hepburn Springs. This will be informed by work being undertaken by Hansen Partnership to prepare a Neighbourhood Character Assessment and Urban Design Framework for Daylesford and Hepburn Springs. The review will address missing sections of the existing Neighbourhood Character Overlay precincts guidelines and policies in the Hepburn Planning Scheme. This will include a review of all existing Neighbourhood Character Overlays including Precinct 14.

In addition to this review, Council will undertake a Heritage gap analysis for Daylesford and Hepburn Springs to identify precincts and sites to which the Heritage Overlay should apply. An investigation of the current application of the

Neighbourhood Character Overlay to areas surrounding Cornish Hill mining precinct and need for application of the Heritage Overlay can be considered as part that work.

Planning permit notification requirements

The Cornish Hill Residents' Group also raised some concerns about Council's processes in relation to the giving of notice of planning permit applications. The requirements for giving notice of an application are set out in section 52(1) of the *Planning and Environment Act 1987* and are explained in more detail in the Department of Transport and Planning guide *Using Victoria's Planning System*, October 2022. An overview of the requirements of Council as responsible authority is included in Attachment 15.2.8.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Council Plan 2021-2025

Embracing our past and planning for the future

3.1 Partner with and empower our Traditional Owners and broader community to acknowledge, understand, celebrate and preserve our area's cultures, traditions and environs.

3.2 Embrace and enhance the existing character of our towns and rural settings through community inclusive strategic planning to strengthen planning controls on growth and development.

Planning and Environment Act 1987

The objectives of planning in Victoria, as implemented through the Hepburn Planning Scheme, include:

- (a) to provide for the fair, orderly, economic and sustainable use, and development of land
- (d) to conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value.

FINANCIAL IMPLICATIONS

Funding for investigation of neighbourhood character and heritage issues relating to Cornish Hill precinct is provided for within the existing budget of the Daylesford and Hepburn Springs Structure Plan project.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The Cornish Hill Residents Group and other stakeholders of Cornish Hill and surrounds will be consulted as part of investigations of neighbourhood character and heritage in the Daylesford and Hepburn Springs Structure Plan project.

RISK AND GOVERNANCE IMPLICATIONS

The risk to Council and the community of not taking action is that important areas of heritage value may be lost through incompatible development.

ENVIRONMENTAL SUSTAINABILITY

There are no sustainability implications associated with this report.

GENDER IMPACT ASSESSMENT

Following the investigation of neighbourhood character and heritage issues, gender equity implications should be assessed in association with any specific proposal to amend the Hepburn Planning Scheme that could impact on the rights of individuals or groups.

**Cornish Hill Residents' Group – notes addressed to Hepburn Shire Council 21 March 2023
in addition to petition**

“We will also bring to Council the following concerns:

1. Residents of precinct 14 have been alarmed at the inappropriate nature of some new homes being constructed which clearly don't conform to the “Neighbourhood Character Overlay” classification for Precinct 14. (see Schedule 5 to Clause 43.05)

We believe that at present plans are approved if they simply follow the Council's Building Code. We are told by members of Council that the two departments...of Planning and Heritage do not communicate on this at present. This must change.

2. We want notification of any planned construction to be sent to each residence, by post to an area, of say, 3 streets in all directions. At present this hit and miss notification is sketchy, and only to direct neighbours...if at all. This pattern of disclosure also does not allow reasonable time for response or any objection to these plans.

3. We want that letter to be in the neighbours' letterboxes 6 weeks before approval date of the plans, to give the residents a realistic chance of response.

4. We want ALL Development Applications for the town of Daylesford to be put on line each month. With the DA Number and a brief description of the proposal..eg. House alteration..New Home Build...New Shop.... Demolition of Heritage building.....or Land Subdivision. Perhaps in conjunction with the Council Newsletter HEPBURN LIFE email. These plans should be available to community members wishing to view them.

5. We want the council to do what is common practice in other councils...put the MAJOR PLANNING changes and their district zonings on display in the Council chamber's lobby for at least 6 months before they can be acted upon. We want those plans to be available to residents wishing to peruse them with easy access in the Council Chambers lobby.

6. We want some strategy created by council to halt approval of questionable plans after the community has voiced objection. At present it appears that plans are passed even though there may be considerable objection.

IF THE COUNCIL REALLY WISHES TO HAVE FEED BACK FROM THE COMMUNITY, AS THEY PROFESS TO, THEN ALL OF THESE DOCUMENTS MUST BE MADE PROPERLY AVAILABLE TO THE COMMUNITY.”

1. We want a Heritage Overlay to be developed for Precinct 14.

Precinct 14 (Wombat Hill area), in spite of containing some of Daylesford's oldest dwellings, has no unified heritage overlay and only sporadic heritage nominations for individual properties.

2. Until a Heritage Overlay is developed, we want a more rigorous planning process that adheres to the current Neighbourhood Character Overlay.

Even though a Neighbourhood Character Overlay exists over Precinct 14 with clear guidelines to follow, there appears to be no obligation whatsoever to give due weight to them and they can simply be ignored.

3. We want all applications for 29A Demolition notices to be assessed by the Heritage Officer, in the first instance.

Recently, a real estate billboard advertised the ease with which the property for sale could be demolished, if the new owner so wished it. Without the rigor of a Heritage Overlay, there is very little, if anything, to prevent such demolitions.

4. We want better access to heritage and planning officers.

It should not be difficult for the community to access current planning information. There is no need for "gatekeeping" access to council staff or requests for this information.

Further:

5. We want the requirement to advertise a planning permit at the front of the property concerned, reinstated.

6. We want the notice time for the community to consider the planning permit to be extended from 2 weeks to 3 weeks.

- 7. We want the notice time to commence from the day the planning permit is attached to the property concerned.**

Finally:

Hepburn is a unique place, which is valued by the community.
This is the very first statement of the Hepburn Planning Scheme.

Daylesford Neighbourhood Character Study
Daylesford Township Precinct Issues Paper

PRECINCT MAP



Heritage Overlay in the Cornish Hill precinct and surrounds.

Victorian Heritage Register

HO 900 Daylesford Botanic Gardens, Central Springs Road

HO 282 Christ Church School Building 54 Central Springs Road

Local Significance

HO 393 House, 3 Queensberry Street

HO 394 House, 11 Queensberry Street

HO 395 House, 23 Queensberry Street

HO 396 House, 24 Queensberry Street

HO 397 House, 26 Queensberry Street

HO 398 House, 41 Stanley Street

HO 403 House, 55 Duke Street (south east corner Grant Street)

HO 661 Cottage, Houston Street

HO 663 Former Mill Workers' Residence, East Street, south west corner Central Springs Road

HO 697 Wombat Hill Garden Heritage Precinct

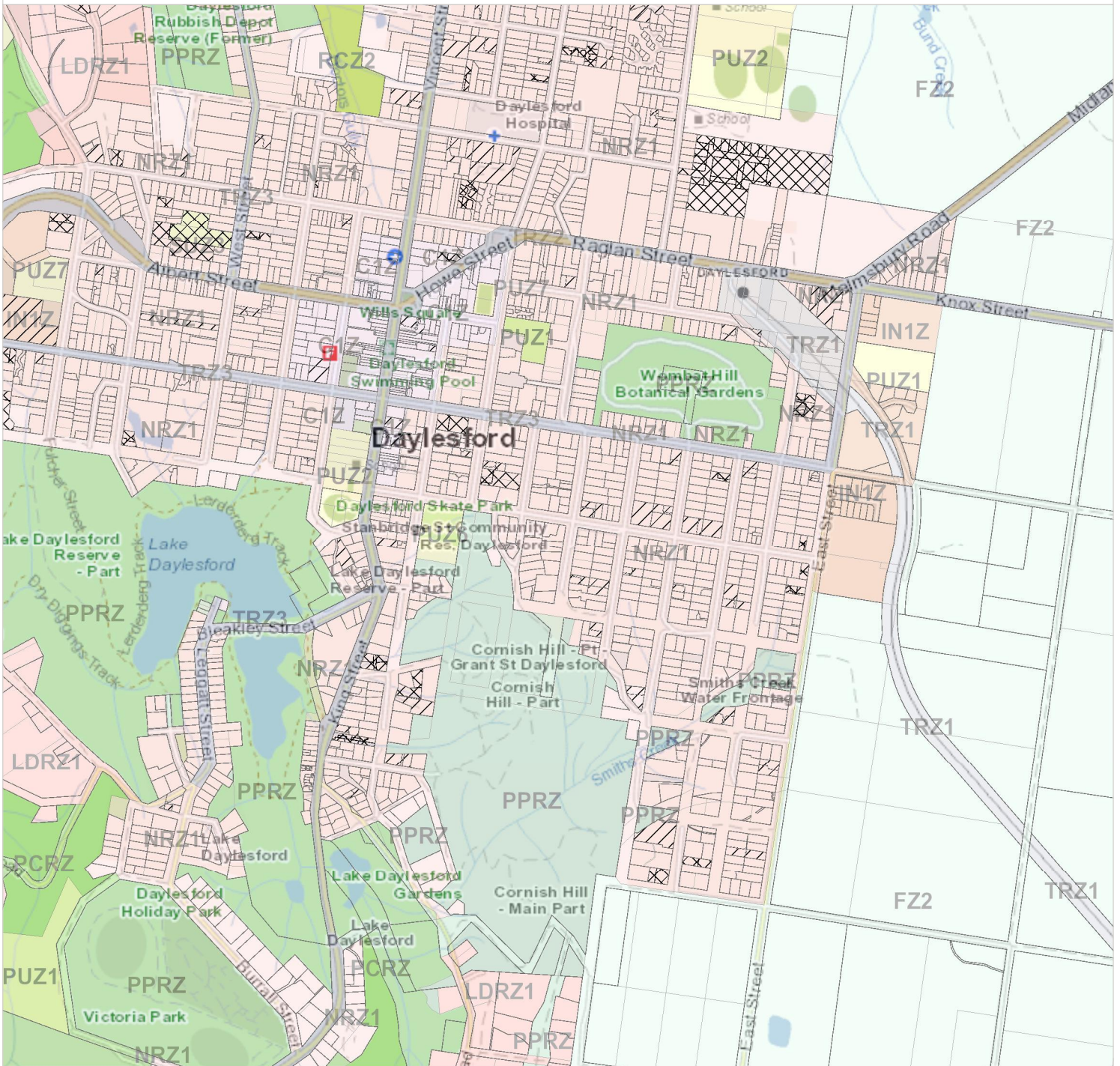
HO 714 House, 13 King Street

HO 716 House (Former guest house), "Kia Ora", 5 Grant Street

HO 717 House, 16 Queensberry Street

HO 718 House, 43 East Street

HO 898 Cornish Hill Mining Precinct



Property

- Properties
- Parcel
- Properties proposed
- Parcel proposed
- All Zones

Planning Scheme Zones

Residential Zones

- LDRZ - Low Density Residential Zone
- NRZ - Neighbourhood Residential Zone

Industrial Zones

- IN1Z - Industrial 1 Zone

Commercial Zones

- C1Z - Commercial 1 Zone

Rural Zones

- RCZ - Rural Conservation Zone

FZ - Farming Zone

Public Land Zones

- PUZ1 - Public Use Zone-Service and Utility
- PUZ2 - Public Use Zone-Education
- PUZ6 - Public Use Zone-Local Government

- PUZ7 - Public Use Zone-Other Public Use

- PPRZ - Public Park and Recreation Zone
- PCRZ - Public Conservation and Resource Zone

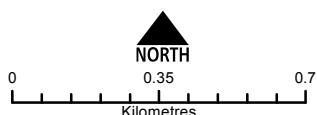
- TRZ1 - State Transport Infrastructure

- TRZ2 - Principal Road Network

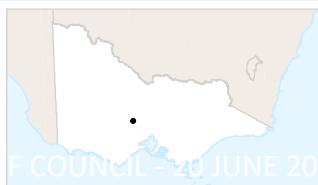
- TRZ3 - Significant Municipal Road

Special Purpose Zones

- SUZ - Special Use Zone



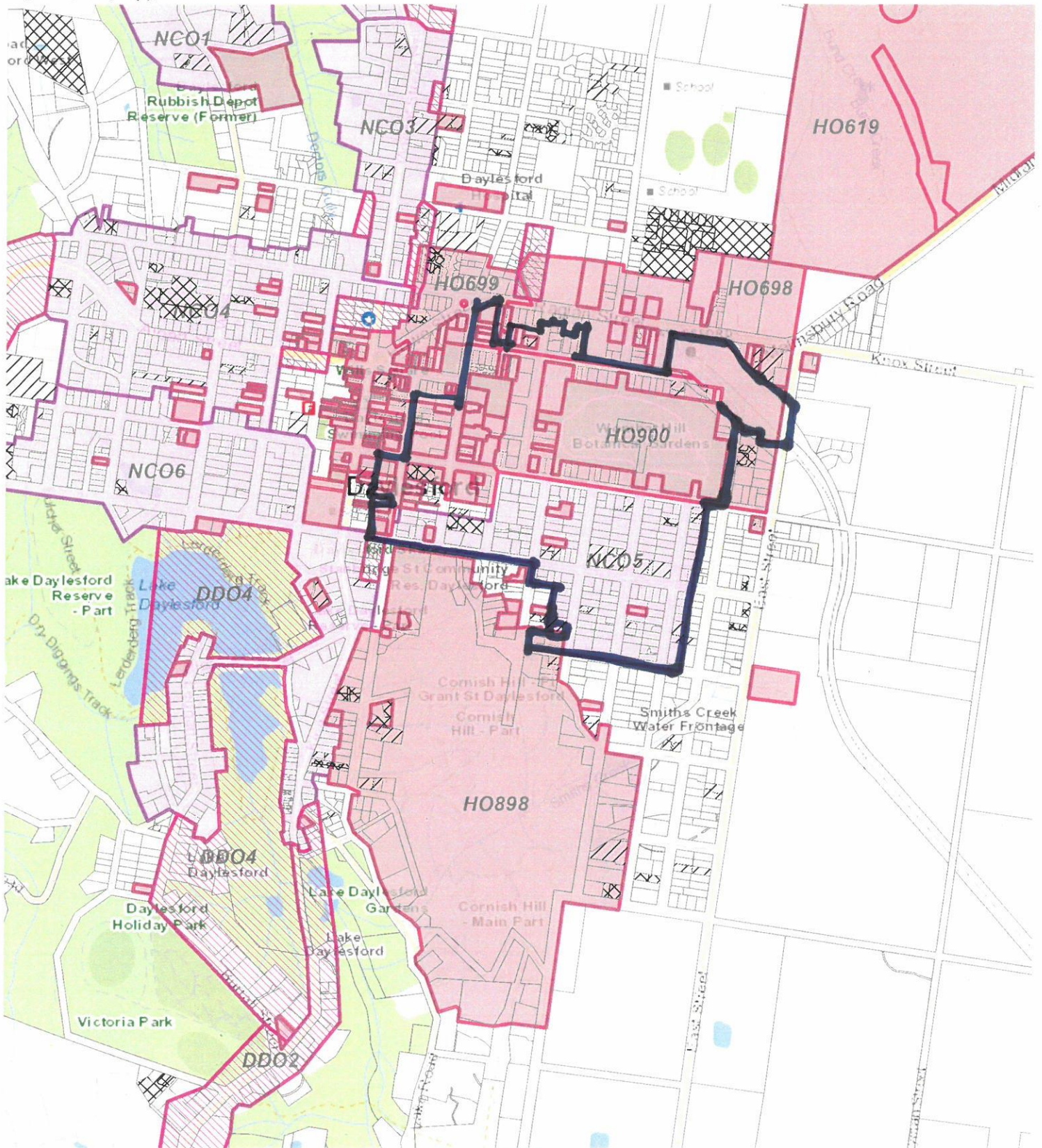
Map Projection: GDA 1994 VICGRID94
Print Date: 6/8/2023



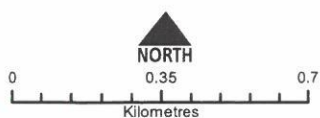
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Planning Map OVERLAYS

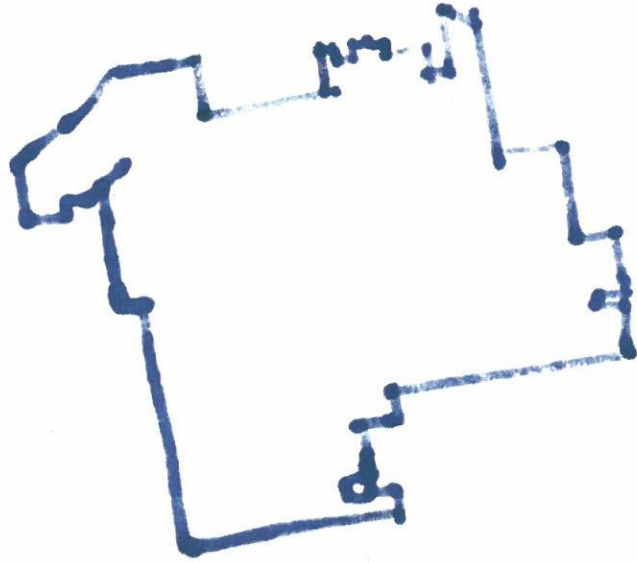


Property	Parcel proposed	HO - Heritage Overlay
Properties	Planning Scheme Overlays	NCO - Neighbourhood Character Overlay
Parcel	Heritage and Built Form	
Properties proposed	DDO - Design and Development Overlay	PRECINCT 14



Map Projection: GDA 1994 VICGRID94
Print Date: 6/8/2023

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6th June 2023

DRAFT DAYLESFORD NEIGHBOURHOOD CHARACTER SUMMARY OUTLINE

Date 6th June 2023

By Mandy Jean, Hepburn Heritage Advisor

Background

Mid- 1990s: The Neighbourhood Character Overlay was first introduced in East Malvern, for the Hedgeley Dene Gardens in the mid 1990s. It has become a major instrument within Rescode the statutory control for residential development and a mandatory starting point for assessing all permits applications for residential development.

1998: Hepburn Shire introduced the New Format Planning Scheme.

2000: The Advisory Committee, Planning Panel, appointed under Section 151 of the Planning and Environment Act, 1987, to review the Hepburn Planning Scheme recommended that it be re-written. At the time it was recommended that a partially (in)complete Planning Scheme could be adopted with further strategic work required.

2000: The National Trust recommendations were all supported by the Advisory Committee, Planning Panel, and recommended by the Panel for implementation into the new format Hepburn Planning Scheme. these recommendations were as follows:

- Landscape significant overlay (volcanic landscape overlay) be applied to the newer volcanic plains with individual listing and protection of the main 14 volcanic cones, in addition to a rural environmental protection zone. The 14 volcanic cones were to be managed and protected as having landscape, visual aesthetic, geological, scientific, biological and recreational values.
- Environmental protection overlay to protect native vegetation throughout the Shire.
- ***The National Trust's recommendation for use of a Design and Development Overlay Schedule 4, to protect "pre-war architecturally significant residential houses" (Daylesford) should be replaced by a Heritage Overlay (The Planning Panel's recommendations).***
- All the trees on the National Trust significant list be protected under the Heritage Overlay.
- Wombat Park (full extent) be protected under the Heritage Overlay.
- Wombat Forest mineral spring recharge area be protected by a significant landscape or environmental significant overlay.
- All sites listed on the Register of National Estate as well as indicative and rejected sites be included on the heritage overlay.

NOTE: None of this work was ever completed entirely as recommended above. The National Trust recommendations for use of a DDO to protect housing in Daylesford was later replaced with the idea of NCO precincts. The recommendations of the 2000 Panel for the use of HO overlay controls for these precincts was never adopted by Hepburn Council. No reasons were never given, and the public never informed about the decision. The community have been campaigning for use of HO controls to protect the surrounding area of Cornish Hill for years.

24 August 2001 VC12: Introduction of schedules to four residential zones, and a Neighbourhood Character Overlay.

2002: Hepburn Shire Council commissioned the *Daylesford Neighbourhood Character Study 2002*, to identify and evaluate neighbourhood character within the Daylesford township and to develop strategies for its management.

12 MAY 2005, C19: A NCO local policy and eleven neighbourhood character (Daylesford) were introduced into the Planning Scheme as follows:-

Hepburn C19: Implements the recommendations of the Daylesford Neighbourhood Character Study by amending the MSS, including Clauses 22.08 to 22.19 relating to Daylesford neighbourhood character policy in the LPPF, including the VPP Neighbourhood Character Overlay provision and two schedules to that overlay, making changes to four schedules to the Design and Development Overlay, and inserting Neighbourhood Character Overlay Maps: 30NCO, 31NCO, 32NCO, 33NCO. Insert reference to a general NCO policy and eleven neighbourhood character precinct-specific policies. NC Precincts, 4,6,7,10,11, 12,14,15, 17,18,19 and 4 DDO areas.

Hepburn C19: In the MSS Clause 21.05 Settlement & Housing, Implementation, using policy and the exercise of discretion, between the existing second and third dot points add the following new dot points “Using the Daylesford Neighbourhood Character policies to guide development decisions in areas with strong neighbourhood character significance.” and “Using the Daylesford Neighbourhood Character Study: Character Precinct Brochures in addition to the decision guidelines in clauses 54, 55 & 65.”

22.08 DAYLESFORD NEIGHBOURHOOD CHARACTER Local Policy.

22.08-4 Reference documents 19/01/2006 VC37

- *Daylesford Neighbourhood Character Study*, Planisphere in conjunction with John Curtis Pty Ltd, October 2002.
- *Daylesford Neighbourhood Character Study- Daylesford Explanatory Brochure; Daylesford Township Vision Brochure and Precinct Brochures One to Twenty-Two*, Planisphere in conjunction with John Curtis Pty Ltd, October 2002.
- *Daylesford Streetscape Study*, Chris Dance Land Design Pty Ltd, September 1996; *Updated Recommendations Daylesford Streetscape Study*, Chris Dance Land Design Pty Ltd and Essential Economics, October 1998.

In the MSS Clause 21.09 Environment & Heritage, Key Issues, replace the existing fifth dot point with “Recognition of the large number of cultural heritage assets, neighbourhoods of strong residential character and landscapes within the Shire.”

In the MSS Clause 21.09 Environment & Heritage, Objective 1, after the words “sites of cultural heritage significance” add the words “and neighbourhoods of strong residential character.”

In the MSS Clause 21.09 Environment & Heritage Objective 1, Strategies, following the second dot point add the following third dot point “Promoting residential development that acknowledges and enhances the valued character of neighbourhood areas.”

In the MSS Clause 21.09 Environment & Heritage Objective 4, Strategies, replace the existing second dot point with “Assess development applications against the landscape value and neighbourhood character values of an area where specified, having regard to ridgelines, hilltops and other significant landscape features.”

In the MSS Clause 21.09 Environment & Heritage, Implementation, Through the application of Zones and Overlays, between the existing sixth and seventh dot points add the following new dot point “Applying the Neighbourhood Character Overlay to require recognition of areas in Daylesford with demonstrated strong neighbourhood character.

In the MSS Clause 21.09 Environment & Heritage, Implementation, Through the use of policies and discretion in decision-making, following the sixth dot point add the following seventh and eighth dot points “Using the Daylesford Neighbourhood Character policies to guide development decisions in areas with strong neighbourhood character significance.” and “Using the Daylesford Neighbourhood Character Study: Character Precinct Brochures in addition to the decision guidelines in clauses 54, 55 & 65.”

In the MSS Clause 21.09 Environment & Heritage, Reference Documents, following “Daylesford-Hepburn Springs Conservation Study, 1985” insert “Daylesford Neighbourhood Character Study and Precinct Brochures, October 2002”.

In Schedule 1 to Clause 43.02, following the existing Reference documents add the following: “*Daylesford Neighbourhood Character Study*, Planisphere in conjunction with John Curtis Pty Ltd, October 2002.

Daylesford Neighbourhood Character Study- Daylesford Explanatory Brochure; Daylesford Township Vision Brochure and Precinct Brochures Two, Four, Five, Six and Ten, Planisphere in conjunction with John Curtis Pty Ltd, October 2002.”

In Schedule 1 to Clause 43.02, following the existing Reference documents add the following: “*Daylesford Neighbourhood Character Study*, Planisphere in conjunction with John Curtis Pty Ltd, October 2002.

Daylesford Neighbourhood Character Study- Daylesford Explanatory Brochure; Daylesford Township Vision Brochure and Precinct Brochures Eighteen, Nineteen and Twenty-Two, Planisphere in conjunction with John Curtis Pty Ltd, October 2002.”

In Schedule 1 to Clause 43.02, following the existing Reference document add the following: “*Daylesford Neighbourhood Character Study*, Planisphere in conjunction with John Curtis Pty Ltd, October 2002.

Daylesford Neighbourhood Character Study- Daylesford Explanatory Brochure; Daylesford Township Vision Brochure and Precinct Brochures Eight, Nine and Twelve, Planisphere in conjunction with John Curtis Pty

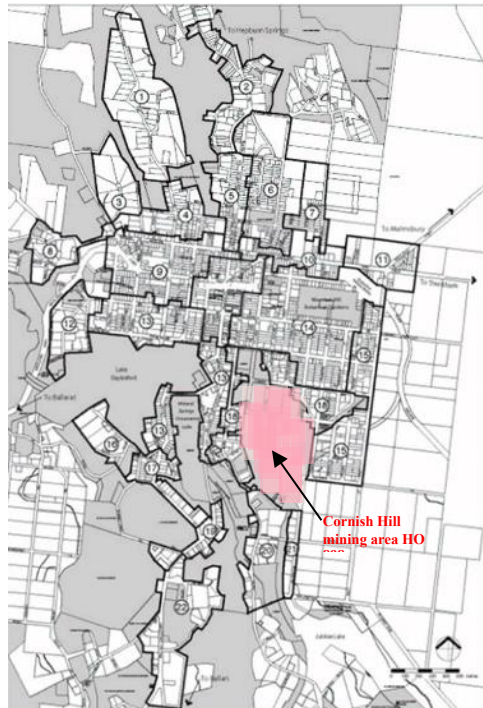
In Schedule 1 to Clause 43.02, following the existing Reference documents add the following: “*Daylesford Neighbourhood Character Study*, Planisphere in conjunction with John Curtis Pty Ltd, October 2002.

Daylesford Neighbourhood Character Study- Daylesford Explanatory Brochure; Daylesford Township Vision Brochure and Precinct Brochures Thirteen, Seventeen and Eighteen, Planisphere in conjunction with John Curtis Pty Ltd, October 2002.”

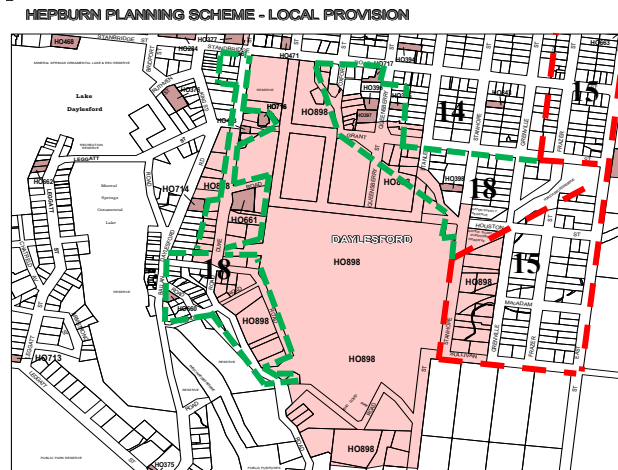
There were inconsistencies within C19, planning amendment as some NC precincts were included in the Local Policy at Clause 21.09 and identified on the map but did not have a corresponding neighbourhood character overlay at Clause 43.02.

2022 HepC80: a generic residential neighbourhood zones were introduced across Daylesford, the former NCO map has been retained but all relevant local policies, description of the individual precincts were removed from the

Hepburn Planning Scheme. Reference to the former NCO Guidelines was deleted. The guidelines for each neighbourhood character precinct are now generic and does not reflect the particular urban design history as prepared *Daylesford Neighbourhood Character Study 2002*. *There is no basis to guide assessment of development.*



The question discussed here is why NCO Precincts 18, 15 and 14 shown below, were used under Clause 43.02 to protect the historic residential areas surrounding Cornish Hill rather than the use of heritage precincts managed under Clause 43.01 as recommended by the Planning Panel in 2000.



Neighbourhood Character Precinct 18 is covered largely by the Cornish Hill mining area HO898.

Summary of Issues:

- The 2002/2004 NCO Guidelines and Local Policies and descriptions of each NCO precinct were excellent, why were they removed from the Hepburn Planning Scheme? This places a great constraint on control of development within the NCO precinct as there is no description of the character of the area and no guidelines and is contrary to the Planning Practice Note on the application of the NCO.
- Why were the NCO Precincts 18, 15 and 14, shown above, included under Clause 43.02 to protect the historic residential areas surrounding Cornish Hill rather than the use of heritage precincts managed under Clause 43.01 as recommended by the Planning Panel in 2000?
- Similarly, Precincts 14 and 15 are associated with the history and development of Cornish Hill mining area characterised by scattered miners' residencies acquired under the Miner's Residency Act, 1865. The date of most of the remaining miner's cottages is 1860s.
- There were inconsistencies within C19, planning amendment as some NC precincts were included in the Local Policy at Clause 21.09 and identified on the map but did not have a corresponding neighbourhood character overlay at Clause 43.02.
- At the time of preparing the Daylesford and Hepburn Springs Conservation Study, Perrott, Lyon, Mathieson Pty Ltd, with Andrew Ward, 1985, cultural heritage significant criteria were limiting. The study is quite dated and fails to conform to current guidelines and criteria.

Recommendations

- To review Daylesford Neighbourhood Character areas. In the interim replace the missing sections of the existing NCO precincts guidelines and policies in the Hepburn Planning Scheme.
- Review the application of the NCO precincts around Cornish Hill mining precinct. The wider residential area has a high level of significance. Application of an HO would be better able to control development than NCO controls.



Daylesford Cornish Hill (SLV)

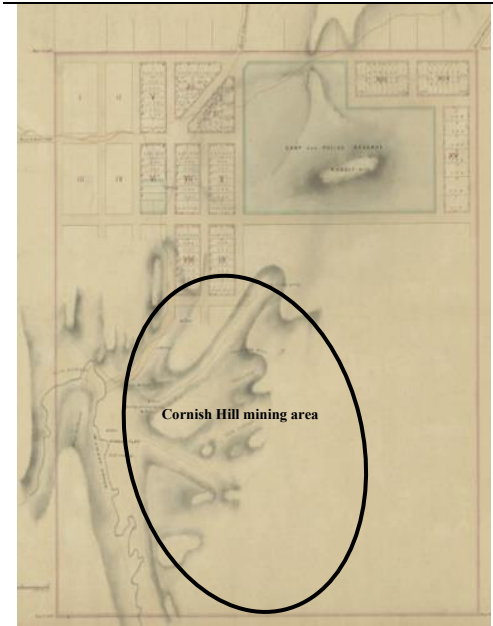


Daylesford 1906 Vincent Street, (SLV Mason J)

The photographs show that Cornish Hill heritage precinct area consisted of an intensively mined area with extensive overburden sites and sludge dams. The majority of the miners lived nearby on the east side of the hill in NCO precincts 14,15 and 18.



Daylesford 1865 Cornish Hill no date (SLV)



Daylesford 1854 Cornish Hill(SLV)



Daylesford 1870s-1880s.





Township of Daylesford 1854 (SLV) is defined by the Cornish Hill mining area. The historic maps show that subdivision plans and land sales were influenced by Cornish hill mining area.

VPRS 8168/P0002, DIST67; DAYLESFORD GLENLYON MOUNT FRANKLIN

Cornish Hill Mining Precinct (HO898).

The statement of significance for the Cornish Hill Mining Precinct (*Daylesford and Hepburn Springs Conservation Study*, Perrott, Lyon, Mathieson Pty Ltd, with Andrew Ward, 1985).

The Cornish Hill area was the centre of alluvial mining activities as early as the 1850s, leading to the exposure of the Cornish reefs in 1854. It was not until the 1860s however, that individual claims were replaced by groups and from them, registered companies. The first three companies to register were the Old Cornish, whose overburden dump remains as the central feature of the precinct, the Argus also remains to the south overlooking Smiths Creek, and the Fear Not Company, whose activities at the rear of the former Wesleyan Church appear to have left little trace. (Clause 4.7.2) Prominent features are the old Cornish company's workings the Bonnard shaft and the Argus QM Company's sites, which, in conjunction with the now mature pine plantation and bushland creates an unusual parkland setting. (Clause 4.7.3).

The cultural heritage significance of the Cornish Hill Mining Precinct (HO898) relates to its aesthetic, historic, scientific and archaeological heritage values and, its ability to interpret its mining history and its aftermath of environmental degradation.

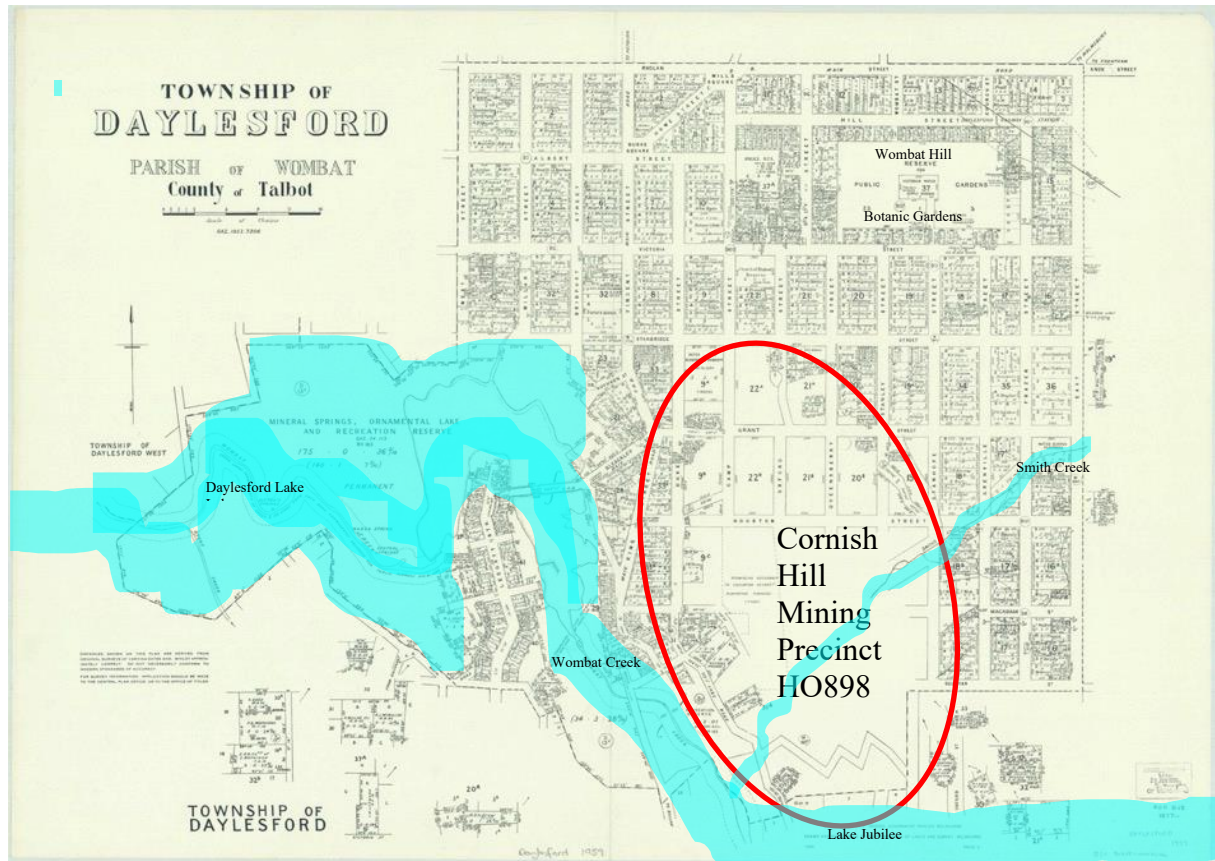
The integrity and authenticity of the Cornish Hill Mining Precinct is exceptionally high. It is well regarded as a tourist attraction with many well developed and popular walking tours. It is highly valued by the local community, the Friends of Cornish Hill, and used by school groups throughout the year for educational programmes.

The importance of Cornish Hill Mining Precinct to the cultural heritage of Hepburn Shire and as a key factor in the historic development and character of Daylesford is high. It is the most intact, highly prominent, and extensive historic quartz mining site in Hepburn Shire. The specific mining relic landscape of Cornish Hill is very different from other important alluvial, deep lead and quartz mining areas, such as the Port Phillip and Colonial Mine of Clunes or the alluvial gold mining of Creswick Forest and West Berry complex of the deep lead mines of Creswick. Hepburn Shire is one of 13 local government partners actively engaged in the Central Victorian Goldfields World Heritage listings bid project, representing

almost half a million people. The bid seeks to achieve a World Heritage listing with submission to the Federal Government in 2022.¹

Cornish Hill Mining Precinct is a historical legacy mine site reflecting continuous use from 1854 to 1930, prior to abandonment in 1930. Nearly 175 years old, the unused mining complex is an archaeological relic cultural landscape, which displays typical environmental degradation associated with the mining techniques and contemporary philosophical attitudes.

Location of the subject Site within the Cornish Hill Mining Landscape



Daylesford Parish Map 1959, State Library of Victoria.

In the recent Australian Research Council project, *River of Gold Project* (2019-2021) conducted in Victoria, “Davies et al. (2018a), using a combination of approaches, estimate that around 650 million m³ of sediment was likely mined and input into river system from 1851–1900.” In Bendigo the Chinese mining contract tendered to work over and stack the overburden from the quartz tailings, but there was no such activity in Daylesford and sediment was discharged into creeks, downhill sides or left as large overburden dumps to weather and erode.

¹ <https://goldfieldsworldheritage.com.au/about-the-bid/statement-of-outstanding-universal-value/>

for full statement of the outstanding values universal values- statement of integrity and authenticity see goldfields world heritage website section provided below:

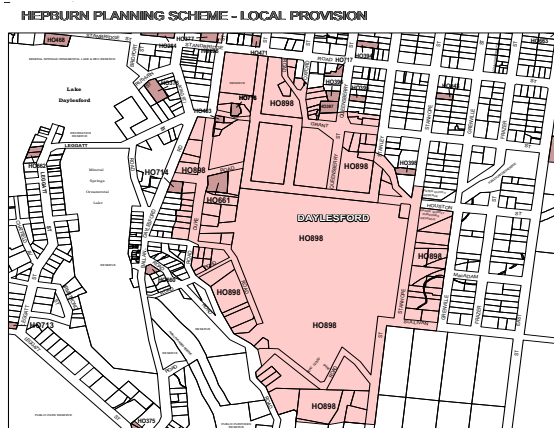
The landscape pattern reflects the spatially discontinuous distribution and landscape character of the best-surviving goldfields. Specific landscapes are captured in their geological and corresponding technological diversity, each making a specific contribution to overall compositional integrity. These were rushed at different times with differing outcomes that include a range of landscape transformations over a timescale from 1850 to 1900.



Indicative Map of Cornish Hill
 The main clusters of Mine Shafts shown on the diagram on the left represents extensive underground tunnelling, machinery sheds, poppet heads, quartz crushing machines, battering houses, chemical treatment plants, with thousands of tons of quartz waste, pyrites and other heavy metals collected in mullocks heaps and pushed down the west slope as overburden, with polluted water runoff and sludge dams along King Street. Mining ceased in 1913. The devastating environmental damage at the time was recorded in many hundreds of photographs taken by the Mines Department, who also recorded detailed mining operations. The ARC research project Rivers of Gold has reconstructed historical mining operations and the environmental damage. Now largely forgotten. There have been numerous attempts to rehabilitate Cornish Hill during the 1960s and 1970s when shafts were capped, remnant mining equipment was bulldozed, and forestation plantations grown to try and stabilize the soils from erosion. Cornish Hill is a historical legacy mine, an archaeological site, assessed as being of state significance by David Bannear, 19999 (DSE).

Mining to mud: a multidisciplinary approach to understanding Victoria's riverine. J. Grove, J. Turnbull, S. Lawrence, P. Davies, I. Rutherford, E. Silvester, F. Colombi & M. Macklin (2019)

7. Historical Summary and Historic Photos of Cornish Hill and the Subject Site



Historical Summary Of The Quartz Gold Mining On Cornish Hill

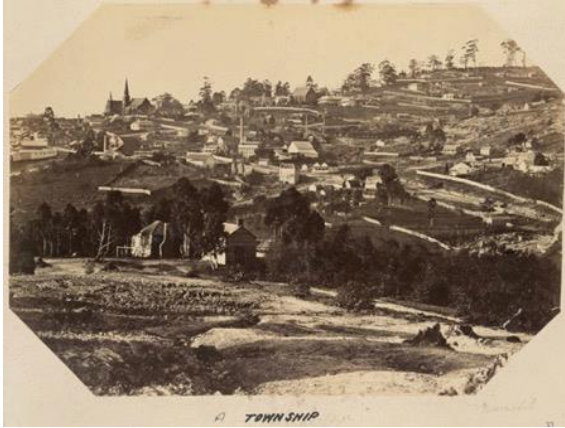
(From *Goldfields Project The Historic Theme Of Gold Mining In The Hepburn Or Daylesford Mining Division*, 1999, Department of Environment and Planning).

By 1856, miners had successfully prospected a belt of auriferous reefs running from Daylesford to Yandoit. Of the reefs discovered, those outcropping on a long ridge overlooking Daylesford which had the most immediate influence on the district. Several small parties of working miners worked the reefs, collectively known as the Wombat Hill Reefs (now known as Cornish or Argus Hill). The most successful of these was a party of Cornish men (known as the Cornish Company). Their mine produced some £50,000 worth of gold within its first ten years, most of which was obtained prior to 1860. The mine was sold in 1867 to a public company bearing the same name.



1870s-1890s Mines Department, SLV Cornish Hill

The continual success of the Cornish Company throughout the nineteenth century saw the hill becoming a centre for mining and technological development, which was on par with some of the Central Victoria's greatest quartz reefing fields, such as Bendigo, Stawell, Clunes, and Maldon. The re-organised Cornish Company dominated Daylesford's 1870-80s quartz reefing scene. During this time, it crushed 169,809 tons for 51,067 ounces of gold, and had the most powerful and elaborate plant in the district.



1870s-1890s Mines Department, SLV Cornish Hill



THE ROUSE SERIES P. 4687 A GLIMPSE OF LAKE DAYLESFORD, VIC.



The drainage from the underground workings was of a very formidable character, viz., 8,000 gallons an hour, costing £54 per week, the number of men employed on average being 80.22 By 1874, the company had erected its four steam engine - totalling 100hp.²³ By the 1870s, companies were commencing to treat pyritic ore using the chlorination process. The largest of these concerns was the Daylesford Pyrites Company. In 1872, this company had a 6hp engine, a 30-foot long furnace, and two arastras or grinding mills. ²⁴ The Pyrites Company not only treated ore from local mines, but ore brought in from other districts.

The treatment of pyrites at Daylesford culminated with the formation of the Daylesford Pyrites Works in 1889. This company employed the Newbury-Vautin Improved Rapid Chlorination Process for Gold Extraction, constructed a splendid plant using some 150,000 bricks in the construction of the furnaces and chimneystack.

By the end of the 1870s, the Cornish Company's production began to decline, and by the early 1880s it was no longer mining profitably. page 9

While Daylesford's mining scene was being dominated by the success of the Rising Star, the Cornish Company commenced a gradual process of amalgamation and upgrading of its machinery. In December 1880, the company acquired the North Cornish claim, and in 1886, purchased the lease and machinery of the Cornish Extended Q.M.Co. This made one large lease with 7 powerful horizontal engines, varying from 11 to 29 inch cylinders, in all about 220 horsepower. They also had a 28 head crushing plant.

The Cornish Company focused its main developmental resources on the North Cornish claim, and by 1890 this claim had a crushing mill comprising 50 stamps and 14 Frue Ore Concentrators. Despite the massive plant assembled on the Wombat Hill Reefs little profitable mining took place during the 1890s.

This changed in 1903, when an English Company, under the name of the Victoria Cornish Co. Ltd, took over the hill. The company erected new plant and re-used some of the old, and by 1906 were operating 50-head of stampers, fourteen engines, and were mining from four shafts.²⁷ The company were able to turn out a steady and profitable yield of gold until the First World War. Page 10

Above Geological Survey Map 1922-1974- showing the Subject site within the Mitchell's Mine gold mining vicinity on Crown Land, leased for mining. In the 1950s the land between was Reserved for the Department of Education Plantation, re-habilitation of former mining land with pine plantations.

Daylesford and Hepburn Springs Conservation Study (Perrott et al, 1985)

4.7.3 Description and Significance

Presenting the appearance of a bushland park, today, close examination records evidence of the precinct's early mining history. Features noted after an initial study are shown on the figure and include the remnants of brick and concrete abutments, overburden dumps, open cut and tunnelling activities. Prominent features are the old Cornish company's workings, the Bonnard's shaft and the Argus QM Company's sites, which, in conjunction with the now mature pine plantations and bushland, create an unusual parkland setting.

Forming part of the precinct are the timber cottages associated with the earliest days of mining activities. Although spread over the street grid on either side of the reefs and in articular throughout the Smiths Creek area, examples which are usually linked with the former mining area include those at Grant and Houston Streets.

At Stanbridge Street, sweeping views of the precinct are obtainable, with overburden dumps and cottages clearly visible. From here, the Duke and Orford Street tracks thread their way throughout the precinct rendering access by vehicle, bicycle or foot a simple matter.

4.7.2 Development

The Cornish Hill area was the centre of alluvial mining activities as early as the 1850s, leading to the exposure of the Cornish reefs in 1854. It was not until the 1860s however, that individual claims were replaced by groups and from them, registered companies. The first three companies were the Old Cornish, whose overburden remains a central feature of the precinct, the Argus, also remaining further to the south and overlooking Smiths Cree., and the Fear Not Company, whose activities at the rear of the former Wesleyan Church appear to have left little trace, today. Other companies formed during the area's economic life which lasted until the 1890s, working from east to west, the Crown Reef along Queensberry Street alignment, the Red Reef, Cornish Reef along the Orford Street alignment, and Sandstone Reef and the Collier Reef.

the original Cornish Company remained in business until 1889, when it was taken over by the North Cornish. this company was wound up, in turn, in 1895, with the exception of small working parties reworking abandoned ground, the whole line south of Stanbridge Street remained idle from this point until it was revived by Donald McLeod during the period 1903 to 1923. (Perrott, 1985, p.72).

Heritage Victoria, Heritage Inventory Citation²

Argus Cornish Hill Mining Area Level of Significance Heritage Inventory Site H7723-0223

History of Site:

Argus or Cornish Hill was, during the period covered by the mining surveyors monthly and quarterly reports (1859 to 1891), normally referred to as Wombat Hill South. The hill was the focus of Daylesford most sustained quartz mining effort. The first reefs on the hill were opened up in 1854-55 and the place soon became a focal point for quartz mining. At the beginning of quartz mining at Daylesford many small parties or small companies of working miners held claims on the hill. The most successful of these was a party of Cornish men (known as the Cornish Company) and it was their luck which was to have a pronounced effect on the hill's, and to an extent the town's, subsequent nomenclature. Inspired by the extraordinary and continual success of the Cornish Company, the hill witnessed an intensity of mining and technological development which was on par with some of the State's greatest quartz reefing fields, such as Bendigo, Stawell, Clunes, Maldon and Walhalla.

The following is a brief overview of the hill's machinery installation (mid 1850s to 1930s) which were undertaken by the Cornish, Argus, North Cornish, Cornish Extended, and Victorian Cornish Company:

- *1850s First steam battery on the lower western slope of Cornish Hill was erected by Mr. C. Wilson. Operations of the first Cornish Company - an engine of 24 horse-power, and a battery of 12 heads, erected at Wombat Flat, on the west side of King-street.*

² David Bannear, 1999, the technological changes listed influence the type of environmental landscape.

- 1864 "The Arastra" company formed with the view of operating upon the large quantity of quartz tailings accumulated in Wombat Flat, accumulated from the Cornish Co.'s engine and engines in Long and Johnson's gullies. Cornish Quartz Company - A new 16-head battery was erected
 - 1871 A pyrites kiln is being erected at south of the Argus Co.
 - 1872 Cornish Extended Quartz Mining Co., Wombat Hill South, are erecting a 20hp engine. The Daylesford Pyrites Co. have a 6hp engine and furnace 30ft long; they also have two arastras.
 - 1874 Cornish Co., maintains first position, have erected fourth engine - total 80hp will work up to 100hp. 1879 The Argus Company are erecting machinery over main shaft. A crushing of wash is being done at Freeman's battery.
 - 1880 Cornish Quartz Mining Company intend to erect machinery on their newly acquired North Cornish claim. The intention includes; engine, 22in. cylinder and boiler.
 - 1884 North Cornish Q.M.Co. have purchased the Stone Barn plant, at Kingston, which will be at once placed on the claim. Cornish Extended Q.M.Co. Have finished the erection of their plant which consists of a new 21-inch cylinder engine, with 2 boilers ... engine house is 90ft. long by 32ft. wide, with outer connexions. 60 000 bricks and 250 load of stone were used for the foundations, boiler and chimney.
 - 1885 North Cornish Q.M.Co. purchased a 21-inch cylinder pumping engine with new boiler 1886 North Cornish Q.M. Co. purchased the Freeman's crushing plant of 16 head of stamps, situated close to the North Cornish shaft ... will give the company a total of 36 head of crushing power.
 - 1886 Cornish Q.M.Co. purchased the lease and machinery of the Cornish Extended Q.M.Co., adjoining the Conish Co. South making one large lease with 7 powerful horizontal engines, varying from 11 to 29 inch cylinders, in all about 220 horse-power. There are also 3 Tangye and 28 head crushing plant. 1887 Cornish and York purchased a double 10 inch cylinder portable engine.
 - 1888 Cornish Company ... At the new shaft, Havelock company's old ground, erected the most extensive and powerful pumping and winding plant in the district ... The company has, on various parts of the mine, no less than ten engines of various descriptions, making it one of the best and most complete plants to be found out of Quartzopolis. North Cornish Q. M. Co. taking down their plant of 16 square stamps and replacing same with 20-heads of revolving stamps ... when completed their plant will be 40-heads of revolving stamps. North Cornish No. 1 ... have purchased a new 10-head battery. North Cornish Q. M. Co., have cleaned out and re-timbered the Old Fear Not shaft, fixing a 21-inch cylinder.
 - 1889 North Cornish No. 1, present erecting 10 additional stamps, total will be 20-heads.
 - 1890 North Cornish Co. - battery of 50 stamps and 14 Frue Ore Concentrators. c. 1903 No. 1 North Cornish combined with the Fear Not ground, and they to crushed at the big Victorian Cornish battery.
 - 1905 Victorian Cornish Co erected three winding plants, a first-class tramway from Mitchell's shaft to the crushing plant and effected considerable repairs and renewals to the crushing plant, which numbers 30 stampers. An additional battery of 20 stampers is in the course of erection. The South Victorian Cornish Co., erected a complete winding and crushing plant. The Daylesford Co. additional 10-head battery.
 - 1906 Victorian Cornish G. M. Co. 50-head of stampers. There are four shafts; and twelve boilers and fourteen engines in use. The Daylesford G. M. Co. equipped with winding, crushing and pumping machinery 1930s Government battery on Jubilee Lake Road.
- **Long Tunnel Company:** Level of significance Heritage Inventory Site H7723-0670
 - **Defiance Tunnel:** Level of significance Heritage Inventory Site H7723-0221
 - **Italian Hill:** Level of significance Heritage Inventory Site H7723-0224
 - **Rising Star Company:** Level of significance Heritage Inventory Site H7723-0665
 - **North Star Reef Working:** Level of significance Heritage Inventory Site H7723-0666
 - **Rising Sun Company:** Level of significance Heritage Inventory Site H7723-0667
 - **Mitchell or Collier's Shaft:** Level of significance Heritage Inventory Site H7723-0494

CULTURAL SIGNIFICANCE:

The site has:

Scientific significance—because of the survival of foundations and mullock heap.

Archaeological potential—yes.

Network values—Mitchells or Colliers shaft is part of a network of sites on Cornish or Argus Hill. The quartz mining undertaken on the hill was certainly central to the development of Daylesford. The quartz mining operations on the hill are well-recorded through historical photographs and mining records and plans. The hill is viewed by a section of the community, particularly the older generations, as being symbolic of the gold mining origins of the Daylesford.

SIGNIFICANCE RANKING: Site Listed Heritage Inventory.

Assessed by: David Bannear 1998.

Summary of the Criteria of Significance

prepared by JA Jean, Hepburn Heritage Advisor, 24/01/2022

Daylesford and Hepburn Springs Conservation Study, December 1985.

Perrott Lyons Mathieson Pty Ltd., Andrew Ward, historian.

Goldfields Project The Historic Theme Of Gold Mining In The Hepburn Or Daylesford Mining Division, 1999, Department of Environment and Planning, David Bannear

Victorian, Heritage Inventory, ARC Project, *Rivers of Gold 2020*.

Aesthetic Values

Cornish Hill Mining Precinct is an elevated mining site located on a single cone volcanic eruption point, that rises up to Wombat Hill with 365 degree views of the surrounding forested volcanic landscape. There are numerous gullies, creeks and mineral springs. The Precinct retains many visual reminders of Daylesford and the former Wombat Flats gold mining history including many miners' huts, Italian mine managers houses, stone footings, former Pyrites Chlorination Works, Battery and Crushing plants foundations, deep and shallow shafts, underground tunnels, the longest alluvial tunnel known in Victoria to-date, tramway cuttings, water races, mullock heaps, the former Daylesford Ballarat railway line embankments, railway timber trestle bridge, in a bush environment with extensive areas of overgrown wasteland. Cornish Hill and its associated Italian Hill to the south, possess sites and landscapes which reflect the earliest period of quartz gold mining in Australia and represent one of the richest quartz gold mining areas in Victoria, equivalent to the rich quartz mines of Bendigo, Stawell, Clunes and Maldon.

It has strong visual edges which contrast with the surrounding residential areas of Daylesford. Cornish Hill Mining Precinct visually dominates the handmade Lake Daylesford and Jubilee Lake, reserved in the 1920s as Ornamental Lakes, former mine sites and Chinese market gardens. It is distinctive in its elevation, providing a visual focal point from across Daylesford as well as containing many well-known look out points that afford panoramic views across Daylesford, the lakes and Wombat Forests to the distant newer volcanic plains and the overburden area of the site itself. The mining and habitation sites comprising many timber miner's cottages and well-developed tourist walking paths through the site immediately convey to visitors a strong sense of the past, abandoned mining practices, devastating environmental impact and loss of traditional country and former great temperate forests of the area.

Historical and Social Value

Cornish Hill Mining Precinct is one of the most intact authentic quartz gold mining sites in Victoria that displays the impact of environmental degradation resulting from early 1850s gold mining extraction techniques to those of the 1930s including alluvial ground and hydraulic sluicing, open cut, shallow and deep tunnelling, excavation of coarse and fine sediment and rock, crushing, chemical and chlorination treatment and dispersal of waste by bulldozers and down the many creeks and gullies that surround Cornish Hill. It is a mining cultural landscape which shows strong evidence of different mining practices of Cornish immigrants as well as Italian and Swiss Italian miners.

Forming part of the Cornish Hill Mining cultural landscape are the collection of timber mining cottages which in many cases date to the 1860s, established on Miner's Rights Residency Areas, including the four Italian mine managers houses dating from the 1860s and 1870s with extensive gardens. There are sweeping views of the Cornish Mining Precincts both from within the site at Stanbridge Street and from across Daylesford. These views are panoramic and educative. They clearly interpret the mining development, changing practices, technologies, legislation and associated environmental degradation. This ranges from the impacts of the Sludge Abatement Board regulations to various Mines Acts as well as local community efforts to save the Mining Precinct from residential development. There is a very active Friends of Cornish Hill Group. The Cornish Hill Mining Precinct is Crown Land managed by a committee of management under Hepburn Shire Council. There are well known Dja Dja Wurrung cultural sites within the area.

Scientific Value

Victoria is a world-renowned gold province with a variety of deposit styles and world-class pre-competitive geoscientific data. The world-class central Victoria gold province has produced >2,500 tonnes (~80 million ounces) of gold. Most deposits are classified as orogenic gold deposits that formed during regional deformation and metamorphism in the Late Ordovician to Silurian or in the Late Devonian. Victoria has thirteen goldfields that have each produced more than one million ounces (Moz) of gold. Victoria hosts one of the world's largest orogenic gold provinces in the world. The Daylesford goldfields is the 11th large historic gold mining centre, with recorded gold production similar to Maryborough and Avoca, of 32 million tonnes, since 1854.³

The quartz gold mining on Cornish Hill was central to the development of Daylesford. There is a network of former gold mining sites with underground tunnelling and overburden areas with extensive historic records and contemporary photographs from the Mines Department.

³ Dep. of Primary industry, Victorian Government, *Victorian Province Gold Exploration Guide*, 2010.

Planning permit notification requirements

The *Planning & Environment Act 1987* places the onus on the responsible authority (Council) to give notice (or to require the applicant to give notice) of an application. Notice of the application must be given to the owners and occupiers of land adjoining the subject land to which the application applies unless the responsible authority is satisfied that the grant of a permit would not cause material detriment to any person or the planning scheme contains a specific exemption from the notice requirements. If the responsible authority forms an opinion that material detriment may be caused to one or more adjoining owners or occupiers, notice must be given to all adjoining owners and occupiers.

A planning application is normally advertised for a minimum of 14 days. There is no closing date for objections. The responsible authority must consider any objection it receives up until the time it makes a decision. The responsible authority may make a decision after 14 days from when the last required notice was given. The responsible authority must specify in the notice a date before which it will not make a decision. This cannot be less than 14 days after the date of the notice, but it can be a longer period.

Method of giving notice

The methods for giving notice of an application are set out in section 52 of the Act, which recognises the three most used methods:

- written notice to specified persons;
- a sign or signs on the land;
- a notice in a newspaper circulating in the area.

The Act also allows other methods of giving notice where appropriate.

A responsible authority must make the application, including the accompanying plans and documents, available for inspection by anyone free of charge in accordance with the public availability requirements by either making the application available for inspection:

- in person at the offices of the responsible authority at any time during office hours;
or
- electronically on its website as well as on request by any person at the offices of the responsible authority at an agreed time during office hours.

Planning applications lodged with Hepburn Shire Council are made available online including all currently advertised applications.

Refer to:

Section 52(1) of the *Planning & Environment Act 1987*

Using Victoria's Planning System, October 2022

13 DIVERSE ECONOMY AND OPPORTUNITY

13.1 CONSIDERATION OF POLICY 19(C) - OUTDOOR DINING AND TRADING POLICY

Go to 01:48:43 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

1. Draft Outdoor Dining and Trading Policy 19 C V4 [**13.1.1** - 8 pages]
2. Draft Outdoor Dining and Trading Guidelines V4 002 [**13.1.2** - 9 pages]

OFFICER'S RECOMMENDATION

That Council:

1. *Adopts the Outdoor Dining and Trading Policy 19(c);*
2. *Notes the Outdoor Dining and Trading Guidelines; and*
3. *Adopts an additional parklet dining flat fee of \$2000 per space per year in addition to the fees detailed in the 2023/24 draft budget.*

MOTION

That Council:

1. *Adopts the Outdoor Dining and Trading Policy 19 (C), excluding any provision for parklets; and*
2. *Notes the Outdoor Dining and Trading Guidelines*

Moved: Cr Juliet Simpson

Seconded: Cr Don Henderson

Carried

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

Voted against: Cr Jen Bray and Cr Tim Drylie

Abstained: Nil

EXECUTIVE SUMMARY

The Placement of Fixed and Temporary Furniture, Signs and Outdoor Dining Facilities on Road Reserves Policy 19 (C) 2015 has been reviewed.

The draft Policy allows a range of trading on Council managed land and is supported by guidelines which defines the specific requirements that will determine the appropriateness of each application.

BACKGROUND

Existing outdoor dining arrangements were expanded during COVID-19. These arrangements are expiring and this reviewed Policy will determine how Council manages these activities into the future.

KEY ISSUES

The draft Policy aims to balance positive community and streetscape outcomes of outdoor trading, activation of economic activity, other uses of public space, and benefits to traders.

The draft Policy allows trader-related:

- Dining
- Retail
- Signage

On land managed by Council including:

- Footpaths
- On-street parking
- Open public space

The draft Policy allows dining in on-street car parking spaces (parklet dining), subject to meeting various requirements. The fees for the activities covered by the Policy are proposed in the draft 2023/2024 Budget, and an additional annual fee for parklet dining of \$2000 per car park space is now proposed, to reflect the value of the space and acknowledging some benefit to the trader.

The approval of each application will be subject to Council officers' assessment of a range of considerations and conditions. The Guidelines outline these, and will be publicly available.

The range of considerations include:

- Accessibility
- Safety
- Pedestrian and traffic movements
- Parking utilisation
- Impact on other traders
- Aesthetics
- Maintenance implications
- Cleanliness and littering

The Policy will be reviewed within 12 months of adoption.

Existing permits will expire on 30 June 2023. Existing permit holders who do not intend to continue with current arrangement to occupy footpath, open space or car parking spaces will be given up to 4 weeks, from date of formal notification, to remove any infrastructure and make good the area previously occupied.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Council Plan 2021-2025

A healthy, supported, and empowered community

2.3 Optimise the use of public spaces to increase participation and community connection.

Diverse economy and opportunities

4.3 Support and facilitate a diverse and innovative local economy that encourages an increase of local businesses with diverse offerings to achieve positive social, economic and environmental impacts.

FINANCIAL IMPLICATIONS

The review of the Policy has considered appropriate fees for the activities controlled by the Policy, including incentives and indirect impacts of these fees.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

A survey was undertaken online to garner community feedback for the Policy review. 271 people filled in the survey: 58 traders, 191 residents, and 21 visitors/other.

There was significant support for most uses. The only uses that a majority of respondents did not support were on-street car spaces for retail and signage. Use of these spaces for outdoor dining had 47% support, 42% not supporting, and 9% neutral.

When stratified by trader responses, 50 % of traders did not support on-street car park dining, 39% did support, and 11% were neutral.

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.

ENVIRONMENTAL SUSTAINABILITY

There are no sustainability implications associated with this report.

GENDER IMPACT ASSESSMENT

The percentage of hospitality workers in the Hepburn Local Government Area is 56% - slightly higher than the Australia-wide percentage of 55% (ABS – March 23 Labour Statistics).

This is in comparison to 51% of the total workforce in Hepburn being female which is in line with the broader population of the Shire. This means that efforts to support the hospitality sector, which this Outdoor Trading and Dining Policy will achieve, will have an increased positive impact on the employment of women in Hepburn Shire.

OUTDOOR DINING AND TRADING POLICY 19 (C)

POLICY NUMBER: 19 (C)

NAME OF POLICY: OUTDOOR DINING AND TRADING POLICY

DATE OF NEXT REVIEW: May 2024

DATE APPROVED: <Insert date adopted by Council>

RESPONSIBLE OFFICER: Coordinator Health and Community Safety

REFERENCES: General Local Law No 2 of 2019 – Community Amenity and Municipal Places
Disability Discrimination Act 1992

DRAFT

Service Performance Principles as defined in section 106 of the Local Government Act 2020

Service performance principles

(1) A Council must plan and deliver services to the municipal community in accordance with the service performance principles.

(2) The following are the service performance principles—

(a) services should be provided in an equitable manner and be responsive to the diverse needs of the municipal community;

(b) services should be accessible to the members of the municipal community for whom the services are intended;

(c) quality and costs standards for services set by the Council should provide good value to the municipal community;

(d) a Council should seek to continuously improve service delivery to the municipal community in response to performance monitoring;

(e) service delivery must include a fair and effective process for considering and responding to complaints about service provision.

OUTDOOR DINING AND TRADING POLICY 19 (C)

INTRODUCTION

Hepburn Shire Council understands and values the positive social and economic impacts that outdoor dining and trading brings to its communities and visitors.

The *Outdoor Dining and Trading Policy 19 (C)* has been developed to provide a comprehensive framework to support local business operators within Hepburn Shire that are seeking to establish and operate outdoors on or in open spaces, footpaths and roads (including parking bays) managed by Council.

It incorporates feedback received from the local community, businesses and visitors and acknowledges the increased emergence of outdoor dining and trading following the impacts of Covid-19.

This policy has been adopted in conjunction Council's *Health and Community Safety Enforcement Policy* and applies the same enforcement principles and approaches.

SCOPE

This policy, and supporting guidelines, complement *General Local Law No 2 of 2019 – Community Amenity and Municipal Places* with the aim to:

- a. Regulate the:
 - i. temporary or fixed placement of furniture, signs, displays or other approved items on land within Hepburn Shire that are managed by Council
 - ii. commercial activities undertaken in or on open spaces, footpaths and roads (including parking bays) within Hepburn Shire that are managed by Council
 - iii. operation of itinerant traders within Hepburn Shire
- b. Safely establish exciting and vibrant streetscapes through the multi-use and activation of public space
- c. Enhance the shopping, dining or observers experience for the local community and visitors
- d. Enable the safe use of parking bays for outdoor dining.

It applies to open spaces, footpaths and roads (including parking bays) within Hepburn Shire that are managed by Council and replaces the previous *Placement of Fixed and Temporary Furniture, Signs and Outdoor Dining Facilities on Road Reserves Policy 19 (C)*.

It does not apply to:

- e. roadside signage (i.e. town entry, road safety signage) as these are approved and placed in accordance with the *Road Management Act 2004*

OUTDOOR DINING AND TRADING POLICY 19 (C)

f. Commercial activities undertaken on private property.

Any commercial activities that are part of an event, market, fete or similar may need to be approved under Council's *Event Policy 31 (C)*.

POLICY

1. Application

- 1.1. Subject to this policy and *General Local Law No 2 of 2019*, a permit to place or use any furniture, signs, displays or other approved items on or in open spaces, footpaths and roads (including parking bays) managed by Council is required by all, other than Council.
- 1.2. Permits issued under the *General Local Law No 2 of 2019* do not grant rights of exclusive occupation on or in open spaces or roads managed by Council.

2. Guiding Priorities

When assessing applications for outdoor dining and trading, Council will be guided by the following priorities:

- Accessibility
- Impact on foot and vehicle traffic
- Public safety and amenity
- Visual amenity
- Size or footprint of dining or trading area
- Available open space or parking bays
- Support of other traders or the community
- Impact on other traders or the community
- Maintenance of permit area and elements
- Impact on other Council services and existing infrastructure
- Overall benefit to the community

3. Management

3.1. All business operators must:

- 3.1.1. Ensure that any furniture, signs, displays or other approved items as per their permit conditions are not moved outside the Trading Zone, outlined in the *Outdoor Dining and Trading Guidelines*.
- 3.1.2. Ensure that any Pedestrian Zone, Kerb Zone and Clear Zone outlined in the *Outdoor Dining and Trading Guidelines*, remains clear of customer

OUTDOOR DINING AND TRADING POLICY 19 (C)

items and personal belongings that may reduce accessibility such as prams, pets and bags.

- 3.1.3.** Ensure that the placement of all parklet infrastructure is contained within the marked parking bay area at all times
- 3.1.4.** Maintain any furniture, signs, displays or other approved items in good order and appearance.
- 3.1.5.** Ensure that their outdoor dining and trading areas are operated in a manner that contributes to creating a safe and clean outdoor space.
- 3.1.6.** Not cause damage to any Council infrastructure through any commercial activities or the placement of furniture, signs, displays or other approved items. Any damage caused is to be repaired or reinstated within the time frames, and the standard, determined by Council with all costs to be covered by the business operator.
- 3.1.7.** Hold current and appropriate Liquor Licences for the service and/or provision of alcohol, if applicable.

4. Monitoring and Enforcement

To monitor adherence to the *Outdoor Dining and Trading Policy 19 (C)*, and its supporting guidelines, regular compliance checks will be carried out by Council's authorised officers in accordance with the applicable permit conditions, *General Local Law No 2 of 2019 – Community Amenity and Municipal Places (Part 6)* and Council's enforcement processes.

5. Insurance

- 5.1.** Business operators must provide evidence (*Certificate of Currency* or full insurance policy) of *Public Liability Insurance* cover that indemnifies Council against any liability arising from any authorised activities including the placement or use of any furniture, signs, displays or other approved items on or in open spaces, footpaths and roads (including parking bays) managed by Council.
- 5.2.** The policy must be for a minimum amount of \$10,000,000 for any single event. This figure shall be reviewed as necessary by Council.

6. Fees

- 6.1.** The permit fees are contained in the *Schedule of Fees and Charges* as determined in Council's *Annual Budget*.

OUTDOOR DINING AND TRADING POLICY 19 (C)

- 6.2.** All fees are due at the time of granting consent and permitted items shall not be placed on public land under Council's management until such fees have been paid and the permit issued.
- 6.3.** Any other costs associated with the implementation of the permit will be borne by the applicant.

7. Permits

A permit is required for all outdoor dining and trading on or in open spaces, footpaths and roads (including parking bays) managed by Council including the placing of:

- signs
- umbrellas
- outdoor heaters
- planter boxes
- barriers and screens
- dining furniture
- itinerant trading

- 7.1.** Permits are issued annually and due for renewal in June each year.
- 7.2.** Permits issued by Council must be on display at all times on the premises for which it has been issued.
- 7.3.** Upon expiry of a permit, all furniture, signs, displays or other approved items must be removed unless a new permit has been issued.
- 7.4.** Permit applications are assessed on a case-by-case basis with permit conditions reflecting the specific context of each application.
- 7.5.** Permits for parking bays shall be no greater than two (2) parking bays.

8. Other Considerations

- 8.1.** An application outside the requirements of this policy may be considered for applicants that demonstrate special or exceptional circumstances. However, any request to reduce the minimum width of any zone or place or use any furniture, signs, displays or items against the building line will not be considered.

OUTDOOR DINING AND TRADING POLICY 19 (C)

IMPLEMENTATION

The *Outdoor Dining and Trading Policy 19 (C)* will be placed on Council's intranet and website as well as communicated to all new and existing employees.

It will also be made available to all business operators within Hepburn Shire that currently hold a permit to operate under this policy as well any new permit applicants.

TRANSITIONAL ARRANGEMENTS

Business operators within Hepburn Shire must comply with the *Outdoor Dining and Trading Policy 19 (C)* within 90 days from the date of adoption.

REVIEW

The *Outdoor Dining and Trading Policy 19 (C)* will be reviewed twelve (12) months from the date of adoption, then every four (4) years or sooner, if required by legislation or organisational changes.

The officer responsible for the review of this policy is the *Coordinator Health and Community Safety*.

FURTHER INFORMATION

Any enquiries about the *Outdoor Dining and Trading Policy 19 (C)* should be directed to Council's *Coordinator Health and Community Safety*.

□ OUTDOOR DINING AND TRADING POLICY 19 (C)

DEFINITIONS

The following terms are referred to in the policy.

Term	Definition
Council	Hepburn Shire Council
Road	As defined in the Local Government Act 1989, and includes a footpath/footway
Footpath	Means any path that is provided for the use of pedestrians only or that is regularly used by pedestrians and not vehicles or that is a segregated footway or shared footway. It includes a footway as defined in the Road Safety (Traffic) Regulations 2009.
Open Space	Any publicly accessible natural or built space on land that is owned or managed by Council.
Parklet	The occupation of an area of road (i.e. parking bay) by a business for commercial activities.
Itinerant trading	Where businesses operators operate a temporary business providing goods and/or services from a vehicle, caravan, trailer, table, stall or other similar structure on or in open spaces, footpaths and roads (including parking bays) managed by Council.
Signs	Includes any board, A-frame, feather flag or other similar items used for the purpose of soliciting sales or services or notifying people of the presence of a property where goods or services may be obtained that may cause an obstruction.
Tree Protection Zone	A specific area above and below ground at a given distance from a tree trunk set aside for the protection of the tree's roots and crown and to provide for the viability and stability of a tree to be retained where it is potentially subject to damage by development.
Commercial	Involving or relating to the buying and selling of goods or services.

DRAFT - Outdoor Dining and Trading Guidelines (undesigned)

INTRODUCTION

Outdoor dining and trading provides variety, vibrancy and diversity to the local community and economy however a consistent and considered approach must be applied to ensure that safety, accessibility and amenity is not compromised.

These *Outdoor Dining and Trading Guidelines* have been developed to assist local business operators to better understand and adhere to Council's *Outdoor Dining and Trading Policy 19 (C)*. They are based on current best practice and feedback received from the local community, businesses and visitors and aim to:

- a. Regulate the:
 - i. temporary placement of furniture, signs, displays or other approved items on land within Hepburn Shire that are managed by Council
 - ii. commercial activities undertaken in or on open spaces, footpaths and roads (including parking bays) within Hepburn Shire that are managed by Council
 - iii. operation of itinerant traders within Hepburn Shire
- b. Safely establish exciting and vibrant streetscapes through the multi-use and activation of public space
- c. Enhance the shopping, dining or observers experience for the local community and visitors
- d. Enable the safe use of parking bays for outdoor dining.

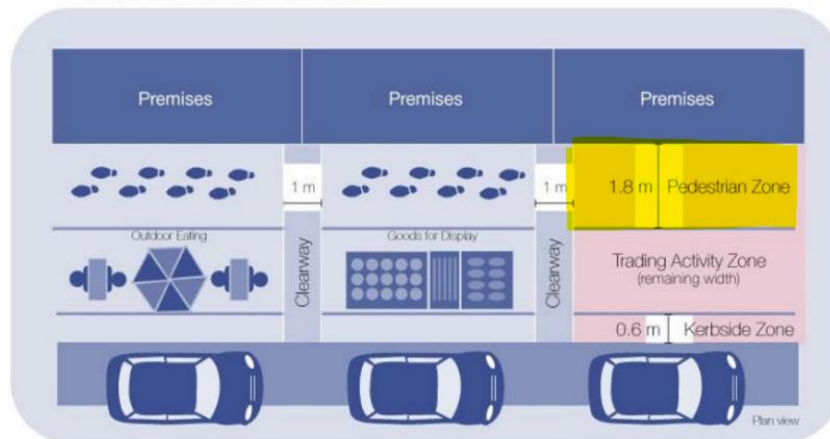
OUTDOOR DINING AND TRADING ZONES

In order to provide a clear and consistent approach to outdoor dining and trading, areas six (6) specific zones have been created:

1. Pedestrian Zone
2. Trading Zone
3. Kerb Zone
4. Clear Zone
5. Parklets
6. Open Spaces

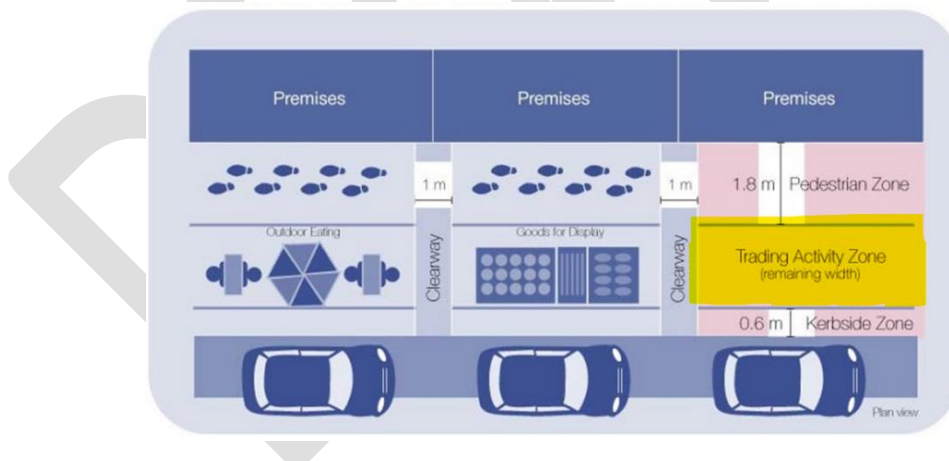
1. Pedestrian Zone

- a. Defines the area between the building line (incl. any encroachments such as steps, bench seats, ramps or landscaping) and the Trading Zone.
- b. For a footpath less than 3.6 metres wide, the Pedestrian Zone must be a minimum of 1.5 metres in width.
- c. For a footpath more than 3.6 metres wide, the Pedestrian Zone must be a minimum of 1.8 metres in width
- d. The Pedestrian Zone must remain clear of:
 - i. any commercial activities and/or temporary placement of furniture, signs, displays or other items at all times; and
 - ii. customer items and personal belongings that cause an obstruction or may reduce accessibility such as prams, pets and bags.

Diagram 1: **SAMPLE IMAGE ONLY** Pedestrian Zone

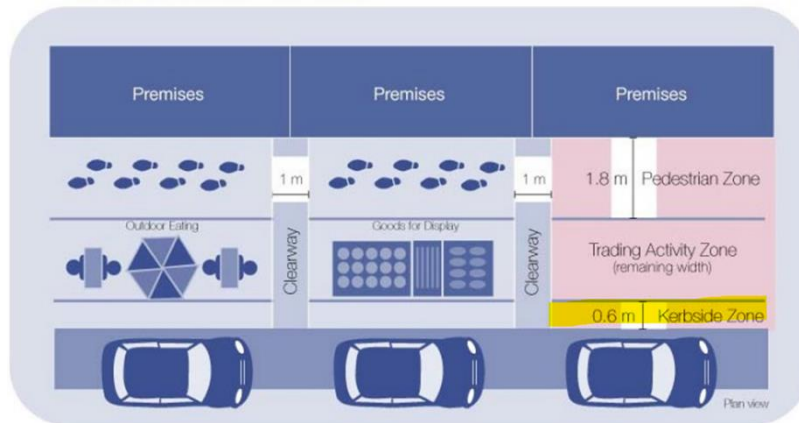
2. Trading Zone

- Defines the area in which commercial activities and/or the temporary placement of furniture, signs, displays or other approved items in or on open spaces, footpaths and roads (including parking bays) within Hepburn Shire, managed by Council, can occur.
- The Trading Zone is determined by the space remaining once the requirements of the Pedestrian Zone, Clear Zone and Kerb Zone have been met.
- The length of a Trading Zone must have a Clear Zone every 12 metres at a minimum
- Any furniture, signs, displays or other approved items as per their permit conditions must not be moved outside the Trading Zone at any time.

Diagram 1: **SAMPLE IMAGE ONLY** Trading Zone

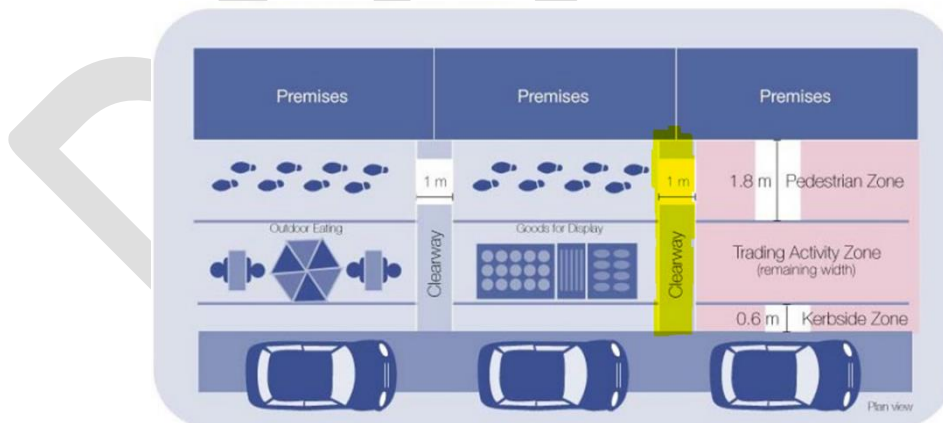
3. Kerb Zone

- Defines the area between the kerb line and the Trading Zone.
- The requirement of a Kerb Zone is: 0.5 metres in width.
- For a Kerb Zone abutting an accessible (disabled) parking bay the requirement is: 0.7 metres in width.
- The Kerb Zone must remain clear of any commercial activities and/or temporary placement of furniture, signs, displays or other approved items at all times.

Diagram 1: **SAMPLE IMAGE ONLY** Kerb Zone

4. Clear Zone:

- Defines the area between the Trading Zones of abutting properties, and is also required to provide pedestrian access between Trading Zones longer than 12 metres
- A Clear Zone is also required around existing infrastructure (i.e. trees, poles, bins, bench seats) or adjacent to a driveway or emergency vehicle access way.
- The Clear Zone requirement is: 1 metre in width.
- The Clear Zone must remain clear of:
 - any commercial activities and/or temporary placement of furniture, signs, displays or other approved items at all times; and
 - customer items and personal belongings that may reduce accessibility such as prams, pets and bags.

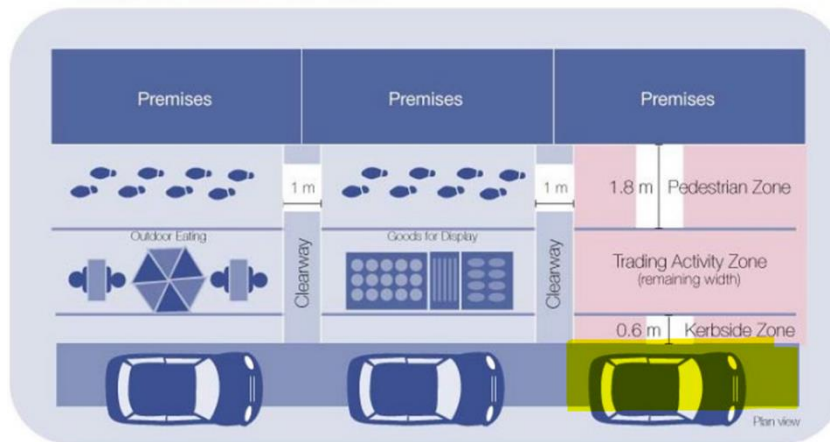
Diagram 1: **SAMPLE IMAGE ONLY** Clear Zone

5. Parklets

- Defines the area used within an on-street parking bay for outdoor dining purposes.
- Are not permitted on Council managed roads with speed limits of more than 50km/hr.
- Built parklet infrastructure must comply with Australian Standards, must be safe in the traffic context, and may require additional permit processes to be undertaken (i.e. planning).
- The placement of all parklet infrastructure must only be within the marked parking bay area at all times.
- Must not impact any Council and/or essential services and infrastructure (i.e. drainage, rubbish collection, hydrants).
- Must comply with the Clear Zone and Trading Zone requirements.

- g. To be located in adjacent parking bays within business boundary lines only.
- h. Shall be no greater than two (2) parking bays.
- i. Limits may be applied to the number of consecutive parklets allocated in an area.

Diagram 1: **SAMPLE IMAGE ONLY** Parklet



6. Open Spaces

- a. Defines any publicly accessible natural or built space on land that is managed by Council.
- b. Kerb Zone and Clear Zone requirements apply at all times.
- c. The adjoining Pedestrian Zone must be a minimum of 1.5 metres in width.
- d. Permits issued under the *General Local Law No 2 of 2019* do not grant rights of exclusive occupation on or in open spaces or roads managed by Council.

TEMPORARY ITEMS and COMMERCIAL ACTIVITIES

A permit is required for all outdoor dining and trading on or in open spaces, footpaths and roads (including parking bays) managed by Council including the placing of:

- signs
- umbrellas
- outdoor heaters
- planter boxes and hanging plants
- barriers and screens
- dining furniture
- itinerant trading

Signage

- a. Must only be placed within Trading Zones.
- b. No more than one (1) sign will be permitted within the Trading Zone and/or frontage of the approved business.
- c. Directional signage may be placed within the Trading Zone and/or frontage of an alternate business with evidence of consent provided.
- d. Must be no greater than 1 metre squared, and with no dimension greater than 1.2 metre.
- e. Must be safely secured or weighted at all times to prevent potential movement due to wind and/or becoming a hazard.
- f. All permitted signage must be brought inside at the end of trade each day and in times of strong winds, unless permit conditions state otherwise.

Umbrellas

- a. The placement of an umbrella, including canopy, must be within the Trading Zone.
- b. Have a minimum height of 2.2 metres from the ground to the lowest point of the canopy.
- c. Must be well presented and maintained.
- d. Must be safely secured or weighted at all times to prevent potential movement due to wind and/or becoming a hazard.
- e. All permitted umbrellas must be brought inside at the end of trade each day and in times of strong winds.

Outdoor heaters

- a. Must only be placed within Trading Zones.
- b. Must only be placed on stable and level ground.
- c. Must comply with Australian Standards and Energy Safe Victoria's general safety guidelines (i.e. *GIS 11: Portable heaters for use outdoors in public places*).
- d. Must consider proximity to other temporary items and/or commercial activities.
- e. Must be safely secured or weighted at all times to prevent potential movement due to wind and/or becoming a hazard.
- f. All permitted outdoor heaters must be brought inside at the end of trade each day and in times of strong winds.

Planter boxes and hanging plants

- a. Must only be placed within Trading Zones.
- b. Plants must be well maintained (incl. watering and maintaining vegetation such as replacing dead/dying plants).
- c. Hanging plants must be contained and secured to the satisfaction of Council and must have a minimum height of 2.2 metres.
- d. Planter boxes should be kept free of litter (i.e. cigarette butts) at all times.
- e. Should not contain loose material that can overflow onto surrounding footpaths, roads (incl. parking bays) and gutters (i.e. gravel, pebbles, stones or bark).
- f. Must be safely secured or weighted at all times to prevent potential movement due to wind and/or becoming a hazard.

Barriers and screens

- a. Must only be placed within Trading Zones.
- b. Must be safely secured or weighted at all times to prevent potential movement due to wind and/or becoming a hazard.
- c. All permitted barriers and screens must be brought inside at the end of trade each day and in times of strong winds, unless permit conditions state otherwise.
- d. May require a planning and/or building permit if attached to the building.

Merchandise and display of goods

- a. Must only be placed within Trading Zones.
- b. Must be placed on stable ground and be well presented and maintained.
- c. The placement of merchandise and display of goods within Trading Zone must take into account the area required by customers so that the Pedestrian Zone remains clear at all times.
- d. Must be safely secured or weighted at all times to prevent potential movement due to wind and/or becoming a hazard.

- e. All permitted merchandise and display of goods must be brought inside at the end of trade each day and in times of strong winds, unless permit conditions state otherwise.

Dining Furniture

- a. Must be within the Trading Zone.
- b. Must be placed on stable ground and be well presented and maintained.
- c. Should consider accessibility to and around furniture.
- d. Must be safely secured or weighted at all times to prevent potential movement due to wind and/or becoming a hazard.
- e. All permitted dining furniture must be brought inside at the end of trade each day and in times of strong winds.

Itinerant Trading

- a. Must not operate on Council managed roads with speed limits of more than 50km/hr.
- b. Kerb Zone and Clear Zone requirements apply at all times.
- c. The adjoining Pedestrian Zone must be a minimum of 1.5 metres in width.
- d. Consider Planning Permit Zone requirements, if applicable.
- e. Must consider proximity to a permanent business that is selling the same or similar category product (i.e. food or retail)
- f. Must not obstruct or restrict vehicle traffic or road access or entry to or exit from any buildings or land.
- g. Must consider operations of other Itinerant Traders in an area which is different to what is specified on the permit issued.
- h. Must consider litter provisions and trading space required by customers.
- i. Must ensure that adequate toilets are available for the use of customer and food handlers working for the food business, if applicable.
- j. Limits may be applied to the times and days of operation.

COUNCIL FIXTURES AND INFRASTRUCTURE

- a. No temporary items may be affixed to any Council fixtures without the written consent of Council officers.
- b. No permitted temporary items may be placed in such a way as to interfere with or otherwise obstruct the use of any Council infrastructure, fixture or service.
- c. Existing Council fixtures and infrastructure may be relocated or removed by Council upon a written request submitted by an impacted business operator. If Council agrees to relocate or remove its infrastructure or fixture, all costs associated with the relocation or removal will be payable by the business operator.

IN-GROUND FIXTURES

- a. Fixings to public land such as in-ground safe sockets or anchors must be approved by Council officers.
- b. Approval will only be considered for commercially produced fittings that are installed to Council's satisfaction.
- c. Must not create a hazard when temporary items are removed.
- d. Will not be approved within a Tree Protection Zone.
- e. Must not impact any Council and/or emergency or essential services and infrastructure (i.e. drainage, irrigation).

MANAGEMENT

All Business operators must:

- a. Maintain any furniture, signs, displays or other approved items in good order and appearance.
- b. Ensure that their outdoor dining and trading areas are operated in a manner that contributes to creating a safe and clean outdoor space.
- c. Not cause damage to any Council infrastructure through any commercial activities or the placement of furniture, signs, displays or other approved items. Any damage caused is to be repaired or reinstated within the time frames, and the standard, determined by Council with all costs to be covered by the business operator.
- d. Hold current and appropriate Liquor Licences for the service and/or provision of alcohol, if applicable.
- e. Hold current and appropriate Food Handling Licences, if applicable.

FURTHER INFORMATION

Any enquiries about the *Outdoor Dining and Trading Policy 19 (C)* should be directed to Council's *Coordinator Health and Community Safety*.

DRAFT

DEFINITIONS

The following terms are referred to in the policy.

Term	Definition
Council	Hepburn Shire Council
Road	As defined in the Local Government Act 1989, and includes a footpath/footway
Footpath	Means any path that is provided for the use of pedestrians only or that is regularly used by pedestrians and not vehicles or that is a segregated footway or shared footway. It includes a footway as defined in the Road Safety (Traffic) Regulations 2009.
Open Space	Any publicly accessible natural or built space on land that is owned or managed by Council.
Parklet	The occupation of an area of road (i.e. parking bay) by a business for commercial activities.
Itinerant trading	Where businesses operators operate a temporary business providing goods and/or services from a vehicle, caravan, trailer, table, stall or other similar structure on or in open spaces, footpaths and roads (including parking bays) managed by Council.
Signs	Includes any board, A-frame, feather flag or other similar items used for the purpose of soliciting sales or services or notifying people of the presence of a property where goods or services may be obtained that may cause an obstruction.
Tree Protection Zone	A specific area above and below ground at a given distance from a tree trunk set aside for the protection of the tree's roots and crown and to provide for the viability and stability of a tree to be retained where it is potentially subject to damage by development.
Commercial	Involving or relating to the buying and selling of goods or services.

APPENDIX 1:

SAMPLE Permit Application Process Chart



14 A DYNAMIC AND RESPONSIVE COUNCIL

14.1 RECORDS OF COUNCILLOR ATTENDANCE

Go to 02:19:00 in the meeting recording to view this item.

CHIEF EXECUTIVE OFFICER

In providing this advice to Council as the Coordinator Governance, I Danielle Kraak have no interests to disclose in this report.

ATTACHMENTS

1. Record of Councillor Attendance - Councillor Briefing - 7 March 2023 [**14.1.1** - 5 pages]
2. Record of Councillor Attendance - Councillor Briefing - 14 March 2023 [**14.1.2** - 4 pages]
3. Record of Councillor Attendance - Councillor Briefing - 28 March 2023 [**14.1.3** - 5 pages]
4. Record of Councillor Attendance - Councillor Briefing - 4 April 2023 [**14.1.4** - 5 pages]
5. Record of Councillor Attendance - Councillor Briefing - 11 April 2023 [**14.1.5** - 6 pages]
6. Record of Councillor Attendance - Councillor Briefing - 26 April 2023 [**14.1.6** - 3 pages]
7. Record of Councillor Attendance - Councillor Briefing - 2 May 2023 [**14.1.7** - 5 pages]
8. Record of Councillor Attendance - Councillor Briefing - 9 May 2023 [**14.1.8** - 3 pages]
9. Record of Councillor Attendance - Councillor Briefing - 23 May 2023 [**14.1.9** - 4 pages]
10. Record of Councillor Attendance - Pre- Council Meeting Briefing - 16 May 2023 [**14.1.10** - 1 page]
11. Record of Councillor Attendance - Pre-Council Meeting Briefing - 21 March 2023 [**14.1.11** - 1 page]
12. Record of Councillor Attendance - Pre-Council Meeting Briefing - 18 April 2023 [**14.1.12** - 1 page]
13. Record of Councillor Attendance - Disability Advisory Committee - 13 February 2023 [**14.1.13** - 2 pages]
14. Record of Councillor Attendance - Disability Advisory Committee - 15 May 2023 [**14.1.14** - 2 pages]
15. Record of Councillor Attendance - Gender Equity Advisory Committee - 22 February 2023 [**14.1.15** - 3 pages]
16. Record of Councillor Attendance - LGBTIQ+ Advisory Committee - 20 March 2023 [**14.1.16** - 2 pages]
17. Record of Councillor Attendance - Reconciliation Advisory Committee - 3 April 2023 [**14.1.17** - 4 pages]
18. Record of Councillor Attendance - Reconciliation Advisory Committee - 8 May 2023 [**14.1.18** - 2 pages]

19. Record of Councillor Attendance - Mineral Springs Reserve Advisory Committee - 17 April 2023 [**14.1.19** - 3 pages]
20. Record of Councillor Attendance - Municipal Emergency Management Planning Committee - 16 March 2023 [**14.1.20** - 3 pages]

OFFICER'S RECOMMENDATION

That Council receives and notes the Records of Councillor Attendance as detailed in the report.

MOTION

That Council receives and notes the Records of Councillor Attendance as detailed in the report.

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

EXECUTIVE SUMMARY

The purpose of this report is for Council to receive and note Records of Councillor Attendance.

BACKGROUND

Council's Governance Rules, chapter 6 section 102.1, require that:

If there is a meeting of Councillors that:

1. *is scheduled or planned for the purpose of discussing the business of Council or briefing Councillors;*
2. *is attended by at least one member of Council staff; and*
3. *is not a Council meeting, Delegated Committee meeting or Community Asset Committee meeting*

the Chief Executive Officer must ensure that a summary of the matters discussed at the meeting are:

- a. *tabled at the next convenient Council meeting; and*
- b. *recorded in the minutes of that Council meeting.*

To fulfill this requirement and promote transparency, Records of Councillor Attendance are kept where the above definition is met and brought to Council for noting, as attached.

KEY ISSUES

The following Records of Councillor Attendance are reported:

Date	Meeting/Committee Name	Location
7 March 2023	Councillor Briefing	Council Chamber
14 March 2023	Councillor Briefing	Council Chamber
28 March 2023	Councillor Briefing	Council Chamber
4 April 2023	Councillor Briefing	Council Chamber
11 April 2023	Councillor Briefing	Council Chamber
26 April 2023	Councillor Briefing	Daylesford Town Hall
2 May 2023	Councillor Briefing	Virtual Meeting
9 May 2023	Councillor Briefing	The Warehouse – Clunes
23 May 2023	Councillor Briefing	The Warehouse – Clunes
16 May 2023	Pre-Council Meeting Briefing	The Warehouse – Clunes
21 March 2023	Pre-Council Meeting Briefing	Council Chamber
18 April 2023	Pre-Council Meeting Briefing	Daylesford Town Hall
13 February 2023	Disability Advisory Committee	Doug Lindsay Reserve Pavilion, Creswick
15 May 2023	Disability Advisory Committee	Trentham Sportsground Reserve Pavilion
22 February 2023	Gender Equity Advisory Committee	79 A Raglan Street, Daylesford
20 March 2023	LGBTIQA+ Advisory Committee	Doug Lindsay Reserve, Creswick
3 April 2023	Reconciliation Advisory Committee	Council Chamber
8 May 2023	Reconciliation Advisory Committee	Doug Lindsay Reserve, Creswick

17 April 2023	Mineral Springs Reserve Advisory Committee	Council Chamber
16 March 2023	Municipal Emergency Management Planning Committee	The Warehouse – Clunes

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

The report fulfills Council’s requirements under the Governance Rules.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Using Council’s adopted Community Engagement Framework, International Public Participation Consultation, this report presents information via the Council Agenda.

RISK AND GOVERNANCE ISSUES

If Records of Councillor Attendance are not included in the Public Agenda at a Council Meeting, Council would be in breach of its Governance Rules as adopted on the 16 August 2022.

ENVIRONMENTAL SUSTAINABILITY

The inclusion of the attached Records of Councillor Attendance in the Council Agenda and their availability to the public will increase awareness of the activities of Council and promote community involvement in decision making at Council level.

GENDER IMPACT ASSESSMENT

There are no gender equity implications associated with this report.

Cr Simpson left the meeting at 7:48pm due to a conflict of interest with Item 15.1.

▶ RECORD OF COUNCILLOR ATTENDANCE

MEETING	Confidential Councillor Briefing	DATE	Tuesday, March 07, 2023
LOCATION	<input checked="" type="checkbox"/> Council Chamber <input type="checkbox"/> Video Conference <input type="checkbox"/> Other: Click or tap here to enter text.:	TIME	9am – 3:15pm
COUNCILLORS PRESENT	<input checked="" type="checkbox"/> Cr Jen Bray <input checked="" type="checkbox"/> Cr Tim Drylie <input checked="" type="checkbox"/> Cr Tessa Halliday <input checked="" type="checkbox"/> Cr Don Henderson <input type="checkbox"/> Cr Lesley Hewitt <input checked="" type="checkbox"/> Cr Brian Hood <input checked="" type="checkbox"/> Cr Juliet Simpson		
OFFICERS PRESENT	<input checked="" type="checkbox"/> CEO – Bradley Thomas <input checked="" type="checkbox"/> Director Infrastructure and Delivery – Bruce Lucas <input checked="" type="checkbox"/> Director Organisational Services – Andrew Burgess <input checked="" type="checkbox"/> Director Community and Development – Natalie Walker Others (Position Title and Name): Manager Community Life – Fran Fogarty Strategic Planner – Alison Blacket Manager Strategic Planning – Damien Kennedy Coordinator Economic Development and Visitor Economy – Hugh Fitzpatrick Manager Economic Development and Recreation – Kendall Sinclair Project Manager, Creswick Trails – Alison Breach Manager Projects – Ben Grounds		

MATTERS CONSIDERED

Agenda attached – CM Reference: DOC/23/12183

CONFLICT OF INTEREST DISCLOSURES

Declared by	Item being considered	Time left meeting	Time Returned
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

NOTES:

Cr Hewitt was an apology.

Cr Bray joined the meeting at 9.10am.

Cr Simpson joined the meeting at 9.27am.

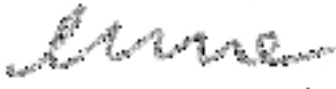
Cr Drylie left during the morning break and returned to the meeting at 11.15am.

▶ RECORD OF COUNCILLOR ATTENDANCE

RECORD COMPLETED BY

Governance Advisor – Catherine Nurse

Signed:



Tuesday 7 March 2023
Council Chamber, 76 Vincent Street Daylesford VIC 3460
9:00am – 3:15pm

Councillors, I advise that I have assessed the following information in the briefing papers and associated attachments as being confidential information.

The information is considered to be confidential information under section 3(1) of the Local Government Act 2020 because it is Council business information, being information that would prejudice Council's position in commercial negotiations if prematurely released (Section 3(1)(a)).

BRADLEY THOMAS

CHIEF EXECUTIVE OFFICER

INVITED:	Councillors	Councillor Jen Bray, Birch Ward Councillor Tim Drylie, Creswick Ward Councillor Tessa Halliday, Cameron Ward Councillor Don Henderson, Creswick Ward Councillor Lesley Hewitt, Birch Ward Councillor Brian Hood, Coliban Ward Councillor Juliet Simpson, Holcombe Ward
	Officers	Bradley Thomas – Chief Executive Officer Andrew Burgess – Director Organisational Services Bruce Lucas – Director Infrastructure and Delivery Natalie Walker – Director Community and Development
CHAIR:		Councillor Brian Hood - Mayor Bradley Thomas – Chief Executive Officer

APOLOGIES:

No	Time	Type	Agenda Item	Presenter	Page No
1.1	9:00am	Discussion	Councillor "Burning Issues" Discussion, Executive Issues Update and External Committees Update	Chief Executive Officer	5
1.2	9:30am	Report	Councillor Priorities Update	CEO	6
1.3	10:00am	Report	Community Grants Review	Manager Community Life Health and Wellbeing Project Officer	17
	10:30am		Break		
1.4	10:45am	Report	Road Naming Proposal - Boundary Road with City of Ballarat	Manager Financial Services	151
1.5	11:15am	Report	Structure plans and suite of specialist reports: engagement and project program	Strategic Planner Damien Kennedy	168
	12:30pm		Lunch		

1.6	1:00pm	Report	Artisan Agriculture Pilot Project	Coordinator Economic Development and Visitor Economy Artisan Agriculture Facilitation Specialist Manager Economic Development and Recreation	177
1.7	2:00pm	Discussion	Creswick Trails Update	Project Manager - Creswick Trails Manager - Major Projects	219
	2:45pm	Break			
1.8	3:00pm	Presentation	Capital Program Update	Manager Major Projects	220
2	3:30pm	Close of Meeting			221

▶ RECORD OF COUNCILLOR ATTENDANCE

MEETING	Councillor Briefing	DATE	Tuesday, March 14, 2023
LOCATION	<input checked="" type="checkbox"/> Council Chamber <input type="checkbox"/> Video Conference <input type="checkbox"/> Other: Click or tap here to enter text.:	TIME	10:15am – 5:00pm
COUNCILLORS PRESENT	<input checked="" type="checkbox"/> Cr Jen Bray <input checked="" type="checkbox"/> Cr Tim Drylie <input type="checkbox"/> Cr Tessa Halliday <input checked="" type="checkbox"/> Cr Don Henderson <input checked="" type="checkbox"/> Cr Lesley Hewitt <input checked="" type="checkbox"/> Cr Brian Hood <input checked="" type="checkbox"/> Cr Juliet Simpson		
OFFICERS PRESENT	<input checked="" type="checkbox"/> CEO – Bradley Thomas <input checked="" type="checkbox"/> Director Infrastructure and Delivery – Bruce Lucas <input type="checkbox"/> Director Organisational Services – Andrew Burgess <input type="checkbox"/> Director Community and Development – Natalie Walker Others (Position Title and Name): Engagement Specialist – Michelle Whyte Co-founder and Director, MosaicLab – Keith Greaves Acting Manager Strategic Planning – Damien Kennedy NBN Co – Jennifer Ganske Manager Floodplain NCCMA – Camille White Executive Manager Strategy and Partnerships NCCMA – Rohan Hogan Project Manager Waterways and Floodplain NCCMA – Nathan Treloar Manager Operations – Tristan May Manager Waste, Facilities and Community Safety – Simon Mennie Property Officer – Karen Menne Manager Projects – Ben Grounds Statutory Planner – Julie Lancashire Acting Manager Planning and Building – Ransce Salan		

MATTERS CONSIDERED

Agenda attached – CM Reference: DOC/23/13783

OR

List matters considered:

As per agenda

CONFLICT OF INTEREST DISCLOSURES

Declared by	Item being considered	Time left meeting	Time Returned
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

▶ RECORD OF COUNCILLOR ATTENDANCE

Choose an item.

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NOTES:

Cr Halliday was an apology.

Cr Henderson left the meeting at 5.04pm.

Cr Hewitt left the meeting at 5.11pm.


The meeting ended at 5:20pm.

RECORD COMPLETED BY

Other:

Governance Advisor – Catherine Nurse

Signed:



Tuesday 14 March 2023
Council Chamber, 76 Vincent Street Daylesford VIC 3460
10:15am – 5:00pm

Councillors, I advise that I have assessed the following information in the briefing papers and associated attachments as being confidential information.

The information is considered to be confidential information under section 3(1) of the Local Government Act 2020 because it is Council business information, being information that would prejudice Council's position in commercial negotiations if prematurely released (Section 3(1)(a)).

BRADLEY THOMAS

CHIEF EXECUTIVE OFFICER

INVITED:	Councillors	Councillor Jen Bray, Birch Ward Councillor Tim Drylie, Creswick Ward Councillor Tessa Halliday, Cameron Ward Councillor Don Henderson, Creswick Ward Councillor Lesley Hewitt, Birch Ward Councillor Brian Hood, Coliban Ward Councillor Juliet Simpson, Holcombe Ward
	Officers	Bradley Thomas – Chief Executive Officer Andrew Burgess – Director Organisational Services Bruce Lucas – Director Infrastructure and Delivery Natalie Walker – Director Community and Development
CHAIR:		Councillor Brian Hood - Mayor Bradley Thomas – Chief Executive Officer
APOLOGIES:		

No	Time	Type	Agenda Item	Presenter	Page No
1.1	10:15am	Briefing Only	Community Engagement Training - Engagement Planning for Leaders	Co-founder and Director of MosaicLab	5
	12:45pm		Lunch		
1.2	1:15pm	Briefing Only	NBN Briefing	Manager Strategic Planning NBN Co	8
1.3	1:45pm	Presentation	North Central Catchment Management Authority Presentation	Manager Floodplain NCCMA Executive Manager Strategy and Partnerships NCCMA Project Manager Waterways and Floodplain NCCMA	11
	2:45pm		Break		
1.4	3:00pm	Presentation	Road Condition & Maintenance Update	Manager Operations	12
1.5	3:30pm	Discussion	Basin Reserve Speedway - Overview of Recent Fatality	Manager Waste, Facilities and Community Safety Property Officer	20
1.6	4:00pm	Report	Office Accommodation Project	Manager Projects	22
1.7	4:30pm	Report	PLN22/0263 - 17 Smith Street Daylesford	Manager Planning and Building Town Planner	38
2	5:00pm		Close of Meeting		247

▶ RECORD OF COUNCILLOR ATTENDANCE

MEETING	Councillor Planning Briefing	DATE	Tuesday, March 28, 2023
LOCATION	<input checked="" type="checkbox"/> Council Chamber <input type="checkbox"/> Video Conference <input type="checkbox"/> Other: Click or tap here to enter text.:	TIME	10:15am – 5:15pm
COUNCILLORS PRESENT	<input checked="" type="checkbox"/> Cr Jen Bray <input checked="" type="checkbox"/> Cr Tim Drylie <input checked="" type="checkbox"/> Cr Tessa Halliday <input checked="" type="checkbox"/> Cr Don Henderson <input checked="" type="checkbox"/> Cr Lesley Hewitt <input checked="" type="checkbox"/> Cr Brian Hood <input checked="" type="checkbox"/> Cr Juliet Simpson		
OFFICERS PRESENT	<input checked="" type="checkbox"/> CEO – Bradley Thomas <input checked="" type="checkbox"/> Director Infrastructure and Delivery – Bruce Lucas Others (Position Title and Name): Acting Manager Strategic Planning – Damien Kennedy Director Local Government & Regional Priorities, Homes Victoria – Hannah Duncan-Jones Acting Manager Local Government Partnerships, Housing Policy, Homes Victoria – Annette Waters Policy & Projects Officer, Housing Policy, Homes Victoria – Ally Phillipou Acting Manager Planning and Building – Ransce Salan Town Planner – Julie Lancashire Development Enforcement Officer – Wallie Cron Senior Statutory Planner – John Edward Senior Strategic Planner – Alison Blacket Coordinator Economic Development and Visitor Economy – Hugh Fitzpatrick Engagement Specialist – Michelle Whyte Acting Administration Officer Strategic Planning – Melissa D'Amico Consultant, SGS Economics and Planning – David Leyden Project Manager – Elizabeth Atkin Manager Projects – Ben Grounds		

MATTERS CONSIDERED

Agenda attached – CM Reference: DOC/23/16248

OR

List matters considered:

As per agenda

CONFLICT OF INTEREST DISCLOSURES

Declared by	Item being considered	Time left meeting	Time Returned
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

▶ RECORD OF COUNCILLOR ATTENDANCE

Choose an item.

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NOTES:

Meeting finished at

RECORD COMPLETED BY

Director Infrastructure and Delivery – Bruce Lucas

CEO – Bradley Thomas

Other:

Governance Administration Officer – Brigitte Longmore

Signed:



Tuesday 28 March 2023
Council Chamber, 76 Vincent Street Daylesford VIC 3460
10:15am – 5:00pm

Councillors, I advise that I have assessed the following information in the briefing papers and associated attachments as being confidential information.

The information is considered to be confidential information under section 3(1) of the Local Government Act 2020 because it is Council business information, being information that would prejudice Council's position in commercial negotiations if prematurely released (Section 3(1)(a)).

BRADLEY THOMAS

CHIEF EXECUTIVE OFFICER

INVITED:	Councillors	Councillor Jen Bray, Birch Ward Councillor Tim Drylie, Creswick Ward Councillor Tessa Halliday, Cameron Ward Councillor Don Henderson, Creswick Ward Councillor Lesley Hewitt, Birch Ward Councillor Brian Hood, Coliban Ward Councillor Juliet Simpson, Holcombe Ward
	Officers	Bradley Thomas – Chief Executive Officer Bruce Lucas – Director Infrastructure and Delivery
CHAIR:		Councillor Brian Hood - Mayor Bradley Thomas – Chief Executive Officer
APOLOGIES:		

No	Time	Type	Agenda Item	Presenter	Page No
1.1	10:15am	External Presentation	Homes Victoria	Director Local Government & Regional Priorities, Homes Victoria Acting Manager Local Government Partnerships, Housing Policy, Homes Victoria Policy & Projects Officer, Housing Policy, Homes Victoria	5
1.2	11:15am	Briefing Only	PA 3530 9 Raglan Street Daylesford - Multi-lot subdivision, removal of vegetation, partial demolition of buildings in a heritage overlay, creation and alteration of access to a road in a Transport Zone 2, and associated works	Acting Manager Planning and Building Town Planner	7
	12:45pm		Lunch		
1.3	1:15pm	Briefing Only	PLN 22/0176 4719 Midland Highway Daylesford - Staged multi lot subdivision and associated works, creation of access to a road in a Transport Zone 2 and removal of vegetation	Manager Planning and Building Town Planner	503

1.4	2:15pm	Report	PA3458 - 23 Albert Street, Creswick - Extension to an existing commercial building.	Coordinator Statutory Planning	860
	2:45pm	Break			
1.5	3:00pm	Report	Agricultural land and rural settlement strategy: engagement and project program	Project Manager Manager Strategic Planning	924
1.6	4:00pm	External Presentation	AusNet Monthly Briefing	A/Manager, Strategic Planning Stakeholder Engagement Specialist, AusNet	1051
1.7	4:45pm	Report	Trentham Community Hub Project	Project Manager Manager Major Projects	1052
2		Close of Meeting			1056

▶ RECORD OF COUNCILLOR ATTENDANCE

MEETING	Councillor Briefing	DATE	Tuesday, April 04, 2023
LOCATION	<input checked="" type="checkbox"/> Council Chamber <input type="checkbox"/> Video Conference <input type="checkbox"/> Other: Click or tap here to enter text.:	TIME	9am – 3:33pm
COUNCILLORS PRESENT	<input checked="" type="checkbox"/> Cr Jen Bray <input checked="" type="checkbox"/> Cr Tim Drylie <input checked="" type="checkbox"/> Cr Tessa Halliday <input checked="" type="checkbox"/> Cr Don Henderson <input checked="" type="checkbox"/> Cr Lesley Hewitt <input checked="" type="checkbox"/> Cr Brian Hood <input checked="" type="checkbox"/> Cr Juliet Simpson		
OFFICERS PRESENT	<input checked="" type="checkbox"/> CEO – Bradley Thomas <input type="checkbox"/> Director Infrastructure and Delivery – Bruce Lucas Others (Position Title and Name): Acting Director Infrastructure and Delivery – Ben Grounds Manager ICT – Chris Whyte Business Transformation Project Manager – Katherine Turner Strategic Advisor – Damien Kennedy Manager Economic Development and Recreation – Kendall Sinclair Coordinator Sport and Active Recreation – Kathie Schnur Coordinator Economic Development and Visitor Economy – Hugh Fitzpatrick Manager Waste, Facilities and Community Safety – Simon Mennie Coordinator Waste – James Hendy Property Officer – Karen Menne		

MATTERS CONSIDERED

Agenda attached – CM Reference: DOC/23/17839

OR

List matters considered:

As per agenda

CONFLICT OF INTEREST DISCLOSURES

Declared by	Item being considered	Time left meeting	Time Returned
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

NOTES:

Cr Bray arrived at 9:05am

▶ RECORD OF COUNCILLOR ATTENDANCE

Cr Drylie arrived at 9:10am

Cr Simpson left the meeting at the lunch break and returned to the meeting at 1:21pm.

The meeting closed at 3:33pm

RECORD COMPLETED BY

Governance Advisor – Catherine Nurse

Signed:



Tuesday 4 April 2023
Council Chamber, 76 Vincent Street Daylesford VIC 3460
9:00am – 2:30pm

Councillors, I advise that I have assessed the following information in the briefing papers and associated attachments as being confidential information.

The information is considered to be confidential information under section 3(1) of the Local Government Act 2020 because it is Council business information, being information that would prejudice Council's position in commercial negotiations if prematurely released (Section 3(1)(a)).

BRADLEY THOMAS

CHIEF EXECUTIVE OFFICER

INVITED:	Councillors	Councillor Jen Bray, Birch Ward Councillor Tim Drylie, Creswick Ward Councillor Tessa Halliday, Cameron Ward Councillor Don Henderson, Creswick Ward Councillor Lesley Hewitt, Birch Ward Councillor Brian Hood, Coliban Ward Councillor Juliet Simpson, Holcombe Ward
	Officers	Bradley Thomas – Chief Executive Officer Ben Grounds – Acting Director Infrastructure and Delivery, Interim Director Community and Development
CHAIR:		Councillor Brian Hood - Mayor Bradley Thomas – Chief Executive Officer
APOLOGIES:		Bruce Lucas – Director Infrastructure and Delivery

No	Time	Type	Agenda Item	Presenter	Page No
1.1	9:00am	Discussion	Councillor "Burning Issues" Discussion and Executive Issues Update	Chief Executive Officer	5
1.2	9:15am	Discussion	External Committees Update	Chief Executive Officer	6
1.3	9:30am	Presentation	ICT Strategy and Key Projects	Manager ICT Project Manager	50
	10:15am		Break		
1.4	10:30am	Presentation	Draft Hepburn Affordable Housing Strategy and Action Plan	Acting Manager Strategic Planning	143
1.5	11:30am	Report	Doug Lindsay Reserve - Change in Management Model	Manager Economic Development and Recreation Coordinator Sport and Active Recreation	205
1.6	12pm	Report	Central Highlands Tourism Visitor Economy Partnership – New Entity	Manager Economic Development and Recreation Coordinator Economic Development and Visitor Economy	230

	12:30pm	Lunch			
1.7	1:00pm	Report	Let's Rethink Waste - Waste Service Changes	Manager Waste, Facilities and Community Safety Coordinator Waste	244
1.8	2:00pm	Report	Clunes Caravan Park - New Lease Proposal	Property Officer Manager Waste, Facilities and Community Safety Coordinator Facilities	351
2	2:30pm	Close of Meeting			437

▶ RECORD OF COUNCILLOR ATTENDANCE

MEETING	Councillor Briefing	DATE	Tuesday, April 11, 2023
LOCATION	<input checked="" type="checkbox"/> Council Chamber <input type="checkbox"/> Video Conference <input type="checkbox"/> Other: Click or tap here to enter text.:	TIME	10:15am – 5:15 pm
COUNCILLORS PRESENT	<input checked="" type="checkbox"/> Cr Jen Bray <input checked="" type="checkbox"/> Cr Tim Drylie <input checked="" type="checkbox"/> Cr Tessa Halliday <input checked="" type="checkbox"/> Cr Don Henderson <input type="checkbox"/> Cr Lesley Hewitt <input checked="" type="checkbox"/> Cr Brian Hood <input checked="" type="checkbox"/> Cr Juliet Simpson		
OFFICERS PRESENT	<input checked="" type="checkbox"/> CEO – Bradley Thomas <input type="checkbox"/> Director Infrastructure and Delivery – Bruce Lucas <input checked="" type="checkbox"/> Acting Director Infrastructure and Delivery – Ben Grounds Others (Position Title and Name): Acting Manager Strategic Planning – Damien Kennedy Project Coordinator, ACCIONA Energia – Jacqueline Perez Project Manager, ACCIONA Energia – Cairan Dillon Community & Stakeholder Liaison, ACCIONA Energia – Dominic Luddy Stakeholder Engagement Specialist, AusNet – Tanya Waterson Stakeholder Engagement Specialist – Carlee Grant External officer, AusNet – Tara Horsnell External officer, AusNet – Jeff Rigby Manager Governance and Risk – Rebecca Smith Coordinator Governance – Danielle Kraak Acting Manager Emergency Management – Tristan May Municipal Fire Prevention Officer – Ben Burgess Emergency Management Officer – Kylie Richardson Acting Manager Operations – Sean Ludeke Youth Engagement Officer – Jonathon Van Der Ploeg Coordinator Early Years and Healthy Communities – Kate Procter Manager Community Life – Fran Fogarty Health and Wellbeing Officer – George Martin Manager Culture and Performance – Irene McCreevy Coordinator Customer Experience – Sally Schimleck Coordinator Work Health and Safety – John Keehner		

MATTERS CONSIDERED

Agenda attached – CM Reference: DOC/23/19393

OR

List matters considered:

As per agenda

CONFLICT OF INTEREST DISCLOSURES

Declared by	Item being considered	Time left meeting	Time Returned
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▶ RECORD OF COUNCILLOR ATTENDANCE

Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

NOTES:

Briefing started eight minutes late at 10:23am

Cr Simpson arrived at 10:24am

Cr Hewitt in apology

RECORD COMPLETED BY

Director Infrastructure and Delivery – Bruce Lucas

CEO – Bradley Thomas

Other:

Governance Administration Officer – Brigitte Longmore

Signed:



Tuesday 11 April 2023
Council Chamber, 76 Vincent Street Daylesford VIC 3460
10:15am – 5:00pm

Councillors, I advise that I have assessed the following information in the briefing papers and associated attachments as being confidential information.

The information is considered to be confidential information under section 3(1) of the Local Government Act 2020 because it is Council business information, being information that would prejudice Council's position in commercial negotiations if prematurely released (Section 3(1)(a)).

BRADLEY THOMAS

CHIEF EXECUTIVE OFFICER

INVITED:	Councillors	Councillor Jen Bray, Birch Ward Councillor Tim Drylie, Creswick Ward Councillor Tessa Halliday, Cameron Ward Councillor Don Henderson, Creswick Ward Councillor Lesley Hewitt, Birch Ward Councillor Brian Hood, Coliban Ward Councillor Juliet Simpson, Holcombe Ward
	Officers	Bradley Thomas – Chief Executive Officer Ben Grounds – Acting Director Infrastructure and Delivery, Interim Director Community and Development
CHAIR:		Councillor Brian Hood - Mayor Bradley Thomas – Chief Executive Officer
APOLOGIES:		Bruce Lucas – Director Infrastructure and Delivery

No	Time	Type	Agenda Item	Presenter	Page No
1.1	10:15am	Presentation	Nyaninyuk Wind Farm	Acting Manager Strategic Planning Project Coordinator, Acciona Energia Project Manager, Acciona Energia Community & Stakeholder Liaison, Acciona Energia	6
1.2	11:00am	External Presentation	AusNet Monthly Briefing	A/Manager, Strategic Planning Stakeholder Engagement Specialist, AusNet	7
1.3	11:45am	Discussion	Electoral Structure Review - Review of Preliminary Report	Manager Governance and Risk	8
	12:30pm		Lunch		
1.4	1:00pm	Report	CEO Annual Report to Council on the Activities and Performance of Community Asset Committees	Manager Governance and Risk Coordinator Governance	47
1.5	1:30pm	Discussion	External Committees Update	Chief Executive Officer	64

1.6	1:45pm	Presentation	Emergency Management Update - April 2023	Acting Manager Emergency Management, Council Municipal Fire Prevention Officer, Council Emergency Management Officer	108
	2:15pm	Report	Wombat Hill Botanic Gardens - Visitor Experience Project Update	Acting Manager Emergency Management Acting Manager Operations	270
1.7	2:45pm	Presentation	Youth Strategy 2017-2022 review	Youth Engagement Officer Coordinator Early Years and Healthy Communities Manager Community Life	124
	3:15pm	Break			
1.8	3:30pm	Report	Municipal Health and Wellbeing Action Plan Update	Coordinator Early and Middle Years/HSC Health and Wellbeing/HSC Manager Community Life/HSC Director Infrastructure/HSC	140

1.9	4:0pm	Report	Customer Service Strategy	Manager Culture and Performance Coordinator Customer Experience	165
1.10	4:30pm	Report	WHS Audit Actions	Manager Culture and Performance Coordinator Work Health and Safety	195
2	5:00pm	Close of Meeting			282

▶ RECORD OF COUNCILLOR ATTENDANCE

MEETING	Councillor Planning Briefing	DATE	Wednesday, April 26, 2023
LOCATION	<input type="checkbox"/> Council Chamber <input type="checkbox"/> Video Conference <input checked="" type="checkbox"/> Other: Daylesford Town Hall	TIME	10:15am – 4:35pm
COUNCILLORS PRESENT	<input checked="" type="checkbox"/> Cr Jen Bray <input checked="" type="checkbox"/> Cr Tim Drylie <input checked="" type="checkbox"/> Cr Tessa Halliday <input checked="" type="checkbox"/> Cr Don Henderson <input checked="" type="checkbox"/> Cr Lesley Hewitt <input checked="" type="checkbox"/> Cr Brian Hood <input checked="" type="checkbox"/> Cr Juliet Simpson		
OFFICERS PRESENT	<input checked="" type="checkbox"/> CEO – Bradley Thomas <input checked="" type="checkbox"/> Director Infrastructure and Delivery – Bruce Lucas Others (Position Title and Name): Acting Manager Strategic Planning – Damien Kennedy Manager Planning and Building – Amy Boyd Acting Manager Planning and Building – Ransce Salan Senior Statutory Planner – Lipi Patel Statutory Planner - Nicola McGowan Acting Coordinator Statutory Planning– John EdwardsY Manager Projects – Ben Grounds Project Manager, Projects – Susan Pinzon		

MATTERS CONSIDERED

Agenda attached – CM Reference: DOC/23/21799

As per agenda

CONFLICT OF INTEREST DISCLOSURES

Nil.

NOTES:

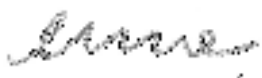
Cr Bray left the Briefing at 3:11pm and did not return.

Cr Hewitt left the Briefing at 3:25pm and did not return.

RECORD COMPLETED BY

Governance Advisor – Catherine Nurse

Signed:



Wednesday 26 April 2023
Daylesford Town Hall, 76 Vincent Street Daylesford
10:15am – 4:30pm

Councillors, I advise that I have assessed the following information in the briefing papers and associated attachments as being confidential information.

The information is considered to be confidential information under section 3(1) of the Local Government Act 2020 because it is Council business information, being information that would prejudice Council's position in commercial negotiations if prematurely released (Section 3(1)(a)).

BRADLEY THOMAS

CHIEF EXECUTIVE OFFICER

INVITED:	Councillors	Councillor Jen Bray, Birch Ward Councillor Tim Drylie, Creswick Ward Councillor Tessa Halliday, Cameron Ward Councillor Don Henderson, Creswick Ward Councillor Lesley Hewitt, Birch Ward Councillor Brian Hood, Coliban Ward Councillor Juliet Simpson, Holcombe Ward
	Officers	Bradley Thomas – Chief Executive Officer Bruce Lucas – Director Infrastructure and Delivery
CHAIR:		Councillor Brian Hood - Mayor Bradley Thomas – Chief Executive Officer
APOLOGIES:		

No	Time	Type	Agenda Item	Presenter	Page No
1.1	10:15am	Report	Office Accommodation Project	Manager Major Projects	4
	12:15pm		Lunch		
1.2	12:45pm	External Presentation	AusNet Monthly Briefing	A/Manager, Strategic Planning Stakeholder Engagement Specialist, AusNet	7
1.3	1:45pm	Report	PLN22/0122 - 48 Suttons Road Glenlyon - Extension to an existing dwelling	Coordinator Statutory Planning	8
	2:45pm		Break		
1.4	3:00pm	Report	PLN22/0282 - 60 Cosmo Road Trentham - Three lot subdivision and development of two dwellings.	Senior Statutory Planner	126
1.5	4:00pm	Briefing Only	PLN22/0304 - 13 Connells Gully Road Daylesford - construction of a dwelling with on-site waste water disposal	Coordinator Statutory Planning	246
2	4:30pm		Close of Meeting		327

▶ RECORD OF COUNCILLOR ATTENDANCE

MEETING	Councillor Briefing	DATE	Tuesday, May 02, 2023
LOCATION	<input type="checkbox"/> Council Chamber <input checked="" type="checkbox"/> Video Conference <input type="checkbox"/> Other: Click or tap here to enter text.:	TIME	9:02am – 12:46pm
COUNCILLORS PRESENT	<input checked="" type="checkbox"/> Cr Jen Bray <input checked="" type="checkbox"/> Cr Tim Drylie <input checked="" type="checkbox"/> Cr Tessa Halliday <input checked="" type="checkbox"/> Cr Don Henderson <input checked="" type="checkbox"/> Cr Lesley Hewitt <input checked="" type="checkbox"/> Cr Brian Hood <input checked="" type="checkbox"/> Cr Juliet Simpson		
OFFICERS PRESENT	<input checked="" type="checkbox"/> CEO – Bradley Thomas <input checked="" type="checkbox"/> Director Infrastructure and Delivery – Bruce Lucas Others (Position Title and Name): Governance Manager – Rebecca Smith External presenter, ARC – Linda McNeil Manager Waste, Facilities and Community Safety – Simon Mennie Coordinator Health and Community Safety – Lisa Sparkes Waste Education Officer – Issy Hally Waste Officer – Candice Regan Coordinator Waste – James Hendy Health and Wellbeing Officer – George Martin Coordinator Early Years and Healthy Communities – Kate Procter		

MATTERS CONSIDERED

Agenda attached – CM Reference: DOC/23/22933

OR

List matters considered:

As per agenda

CONFLICT OF INTEREST DISCLOSURES

Declared by	Item being considered	Time left meeting	Time Returned
Cr Lesley Hewitt	1.7 Community Grants Program	12:22pm	N/A – Last item on the agenda
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

NOTES:

Cr Bray joined the meeting at 9:04am

Cr Henderson joined the meeting at 9:08am

▶ RECORD OF COUNCILLOR ATTENDANCE

RECORD COMPLETED BY

Director Infrastructure and Delivery – Bruce Lucas

CEO – Bradley Thomas

Other:

Governance Administration Officer – Brigitte Longmore

Signed:



Tuesday 2 May 2023
Virtual Meeting, via Video Conference
9:00am – 12:30pm

Councillors, I advise that I have assessed the following information in the briefing papers and associated attachments as being confidential information.

The information is considered to be confidential information under section 3(1) of the Local Government Act 2020 because it is Council business information, being information that would prejudice Council's position in commercial negotiations if prematurely released (Section 3(1)(a)).

BRADLEY THOMAS

CHIEF EXECUTIVE OFFICER

INVITED:	Councillors	Councillor Jen Bray, Birch Ward Councillor Tim Drylie, Creswick Ward Councillor Tessa Halliday, Cameron Ward Councillor Don Henderson, Creswick Ward Councillor Lesley Hewitt, Birch Ward Councillor Brian Hood, Coliban Ward Councillor Juliet Simpson, Holcombe Ward
	Officers	Bradley Thomas – Chief Executive Officer Bruce Lucas – Director Infrastructure and Delivery
CHAIR:		Councillor Brian Hood - Mayor Bradley Thomas – Chief Executive Officer
APOLOGIES:		

No	Time	Type	Agenda Item	Presenter	Page No
1.1	9:00am	Report	Recommendations from the Audit and Risk Committee meeting held on 27 March 2023 and Biannual Presentation from the Chair	Chair, Audit and Risk Committee Manager Governance and Risk	5
1.2	9:45am	Discussion	Councillor "Burning Issues" Discussion, Executive Issues Update and External Committees Update	Chief Executive Officer	38
1.3	10:00am	Discussion	External Committees Update	Chief Executive Officer	39
	10:15am		Break		
1.4	10:30am	Discussion	Implementation of Cat Curfew	Manager Waste, Facilities and Community Safety Coordinator Health and Community Safety	53
1.5	11:00am	Report	Let's Rethink Waste - Waste Service Changes	Manager Waste, Facilities and Community Safety Coordinator Waste	57
1.6	11:30am	Report	Proposed Affordable Access to Council Facilities Policy	Manager Governance and Risk	72

1.7	12:00pm	Report	Community Grants Program Round 3	Manager Community Life Health and Wellbeing Officer	82
2	12:30pm	Close of Meeting			91

▶ RECORD OF COUNCILLOR ATTENDANCE

MEETING	Councillor Briefing	DATE	Tuesday, May 09, 2023
LOCATION	<input type="checkbox"/> Council Chamber <input type="checkbox"/> Video Conference <input checked="" type="checkbox"/> Other: Clunes Warehouse	TIME	11:15am – 3:50pm
COUNCILLORS PRESENT	<input checked="" type="checkbox"/> Cr Jen Bray <input checked="" type="checkbox"/> Cr Tim Drylie <input checked="" type="checkbox"/> Cr Tessa Halliday <input checked="" type="checkbox"/> Cr Don Henderson <input checked="" type="checkbox"/> Cr Lesley Hewitt <input checked="" type="checkbox"/> Cr Brian Hood <input checked="" type="checkbox"/> Cr Juliet Simpson		
OFFICERS PRESENT	<input checked="" type="checkbox"/> CEO – Bradley Thomas <input checked="" type="checkbox"/> Director Infrastructure and Delivery – Bruce Lucas Others (Position Title and Name): Project Manager, Strategic Planning – Alison Blacket Principal Strategic Planning Officer – Rachel Haynes Acting Manager, Strategic Planning – Damien Kennedy Biodiversity Officer – Brian Bainbridge Manager Financial Services – Kathy Fulton Grants and Corporate Reporting Officer – Kelly Lewis		

MATTERS CONSIDERED

Agenda attached – CM Reference: DOC/23/24302

As per agenda

CONFLICT OF INTEREST DISCLOSURES

Nil

NOTES:

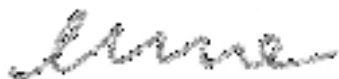
Cr Bray left the meeting at 1.25pm and returned at 2.19pm.

Cr Bray left the meeting at 3pm and did not return.

The meeting ended at 3:50pm

RECORD COMPLETED BY

Governance Advisor – Catherine Nurse



Signed:

Tuesday 9 May 2023
Esmond Gallery, Clunes Warehouse, 36 Fraser Street Clunes VIC 3370
11:15am – 4:00pm

Councillors, I advise that I have assessed the following information in the briefing papers and associated attachments as being confidential information.

The information is considered to be confidential information under section 3(1) of the Local Government Act 2020 because it is Council business information, being information that would prejudice Council's position in commercial negotiations if prematurely released (Section 3(1)(a)).

BRADLEY THOMAS

CHIEF EXECUTIVE OFFICER

INVITED: Councillors Councillor Jen Bray, Birch Ward
 Councillor Tim Drylie, Creswick Ward
 Councillor Tessa Halliday, Cameron Ward
 Councillor Don Henderson, Creswick Ward
 Councillor Lesley Hewitt, Birch Ward
 Councillor Brian Hood, Coliban Ward
 Councillor Juliet Simpson, Holcombe Ward

 Officers Bradley Thomas – Chief Executive Officer
 Bruce Lucas – Director Infrastructure and
 Delivery, Interim Director Community and
 Development

CHAIR: Councillor Brian Hood - Mayor
 Bradley Thomas – Chief Executive Officer

APOLOGIES:

No	Time	Type	Agenda Item	Presenter	Page No
1.1	11:15am	Briefing	Structure plans and suite of specialist reports: major strategic briefing Discussion papers to be released for each town	Senior Strategic Planner Manager Strategic Planning	4
	1:15pm		Lunch		
1.2	1:45pm	Briefing	Draft 2023/24 Budget	Manager Financial Services	17
1.3	2:45pm	Report	Quarterly Finance Report - Quarter 3 2022/2023	Manager Financial Services	18
1.4	3:15pm	Report	Annual Plan 2022/2023 - Quarter 3 Progress Report	CEO Grants and Corporate Reporting Officer	30
1.5	3:35pm	Report	Corporate Performance Report 2022/2023 - Quarter 3	CEO Grants and Projects Officer	51
2	4:00pm		Close of Meeting		100

▶ RECORD OF COUNCILLOR ATTENDANCE

MEETING	Councillor Briefing	DATE	Tuesday, May 23, 2023
LOCATION	<input type="checkbox"/> Council Chamber <input type="checkbox"/> Video Conference <input checked="" type="checkbox"/> Other: The Warehouse – Clunes	TIME	11:15am – 3:30pm
COUNCILLORS PRESENT	<input checked="" type="checkbox"/> Cr Jen Bray <input checked="" type="checkbox"/> Cr Tim Drylie <input checked="" type="checkbox"/> Cr Tessa Halliday <input checked="" type="checkbox"/> Cr Don Henderson <input checked="" type="checkbox"/> Cr Lesley Hewitt <input checked="" type="checkbox"/> Cr Brian Hood <input checked="" type="checkbox"/> Cr Juliet Simpson		
OFFICERS PRESENT	<input checked="" type="checkbox"/> CEO – Bradley Thomas <input checked="" type="checkbox"/> Director Infrastructure and Delivery – Bruce Lucas Others (Position Title and Name): Executive Manager Development – Ransce Salan Coordinator Sport and Active Recreation – Kathie Schnur External Rep, Inside EDGE Leisure Planning – Gavin Jordan Manager Economic Development and Recreation – Kendall Sinclair Sport and Active Recreation Project Officer – Justyne Carr Manager Projects – Ben Grounds Acting Manager Strategic Planning – Damien Kennedy		

MATTERS CONSIDERED

Agenda attached – CM Reference: DOC/23/27049

OR

List matters considered:

As per agenda

CONFLICT OF INTEREST DISCLOSURES

Declared by	Item being considered	Time left meeting	Time Returned
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

NOTES:

<Record late arrivals or early departures>

RECORD COMPLETED BY

Director Infrastructure and Delivery – Bruce Lucas

▶ RECORD OF COUNCILLOR ATTENDANCE

CEO – Bradley Thomas

Other:

Governance Administration Officer – Brigitte Longmore

Signed:



Tuesday 23 May 2023
The Warehouse - Clunes, 36 Fraser Street Clunes
11:15am – 3:30pm

Councillors, I advise that I have assessed the following information in the briefing papers and associated attachments as being confidential information.

The information is considered to be confidential information under section 3(1) of the Local Government Act 2020 because it is Council business information, being information that would prejudice Council's position in commercial negotiations if prematurely released (Section 3(1)(a)).

BRADLEY THOMAS

CHIEF EXECUTIVE OFFICER

INVITED: Councillors Councillor Jen Bray, Birch Ward
 Councillor Tim Drylie, Creswick Ward
 Councillor Tessa Halliday, Cameron Ward
 Councillor Don Henderson, Creswick Ward
 Councillor Lesley Hewitt, Birch Ward
 Councillor Brian Hood, Coliban Ward
 Councillor Juliet Simpson, Holcombe Ward

 Officers Bradley Thomas – Chief Executive Officer
 Bruce Lucas – Director Infrastructure and
 Delivery
 Ransce Salan - Executive Manager
 Development

CHAIR: Councillor Brian Hood - Mayor
 Bradley Thomas – Chief Executive Officer

APOLOGIES:

No	Time	Type	Agenda Item	Presenter	Page No
1.1	11:15am	Presentation	Councillor Tour of Clunes Facilities	Sport and Active Recreation Project Officer Coordinator Sport and Active Recreation	5
1.2	12:00pm	Report	Clunes Masterplanning Project – Queens Park and Pioneer Park	InsideEDGE Leisure Planning Manager Economic Development and Recreation Sport and Active Recreation Project Officer	6
	1:00pm		Lunch		
1.3	1:30pm	Report	Clunes Masterplanning Project – Clunes Recreation Reserve	InsideEDGE Leisure Planning Manager Economic Development and Recreation Sport and Active Recreation Project Officer	22
1.4	2:00pm	Discussion	Outdoor Dining Policy	Atkin Collective Consulting	69
1.5	3:00pm	Report	Draft Hepburn Affordable Housing Strategy and Action Plan	Acting Manager, Strategic Planning Principal, Hornsby & Co	72
2	3:30pm		Close of Meeting		117

▶ RECORD OF COUNCILLOR ATTENDANCE

MEETING	Pre-Council Meeting Briefing	DATE	Tuesday, May 16, 2023
LOCATION	<input type="checkbox"/> Council Chamber <input type="checkbox"/> Video Conference <input checked="" type="checkbox"/> Other: Clunes Warehouse, Ulumbarra Room	TIME	3:05 – 4:30pm
COUNCILLORS PRESENT	<input checked="" type="checkbox"/> Cr Jen Bray <input checked="" type="checkbox"/> Cr Tim Drylie <input checked="" type="checkbox"/> Cr Tessa Halliday <input checked="" type="checkbox"/> Cr Don Henderson <input checked="" type="checkbox"/> Cr Lesley Hewitt <input checked="" type="checkbox"/> Cr Brian Hood <input checked="" type="checkbox"/> Cr Juliet Simpson		
OFFICERS PRESENT	<input checked="" type="checkbox"/> CEO – Bradley Thomas <input checked="" type="checkbox"/> Director Infrastructure and Delivery – Bruce Lucas <input checked="" type="checkbox"/> Executive Manager Development – Ransce Salan Others (Position Title and Name): Manager Planning and Building – Amy Boyd Manager Governance and Risk – Rebecca Smith Manager Financial Services – Kathy Fulton		

MATTERS CONSIDERED

As per Council Meeting agenda

CONFLICT OF INTEREST DISCLOSURES

Nil.

NOTES:

Nil.

RECORD COMPLETED BY

Manager Governance and Risk – Rebecca Smith

Signed: 

▶ RECORD OF COUNCILLOR ATTENDANCE

MEETING	Pre-Council Meeting Briefing	DATE	Tuesday, March 21, 2023
LOCATION	<input checked="" type="checkbox"/> Council Chamber <input type="checkbox"/> Video Conference <input type="checkbox"/> Other: Click or tap here to enter text.:	TIME	3:00pm – 4:45pm
COUNCILLORS PRESENT	<input checked="" type="checkbox"/> Cr Jen Bray <input checked="" type="checkbox"/> Cr Tim Drylie <input checked="" type="checkbox"/> Cr Tessa Halliday <input checked="" type="checkbox"/> Cr Don Henderson <input checked="" type="checkbox"/> Cr Lesley Hewitt <input checked="" type="checkbox"/> Cr Brian Hood <input checked="" type="checkbox"/> Cr Juliet Simpson		
OFFICERS PRESENT	<input checked="" type="checkbox"/> CEO – Bradley Thomas <input checked="" type="checkbox"/> Director Infrastructure and Delivery – Bruce Lucas Others (Position Title and Name): Manager Governance and Risk – Rebecca Smith Manager Community Life – Fran Fogarty		

MATTERS CONSIDERED

As per Council Meeting Agenda

CONFLICT OF INTEREST DISCLOSURES

Declared by	Item being considered	Time left meeting	Time Returned
Cr Tim Drylie	10.1 Community Grants Review	3:28pm	3:32pm

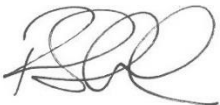
NOTES:

<Record late arrivals or early departures>

RECORD COMPLETED BY

Manager Governance and Risk – Rebecca Smith

Signed:



▶ RECORD OF COUNCILLOR ATTENDANCE

MEETING	Pre-Council Meeting Briefing	DATE	Tuesday, April 18, 2023
LOCATION	<input checked="" type="checkbox"/> Daylesford Town Hall <input checked="" type="checkbox"/> Video Conference <input type="checkbox"/> Other: Click or tap here to enter text.:	TIME	3:00pm – 4:30pm
COUNCILLORS PRESENT	<input checked="" type="checkbox"/> Cr Jen Bray <input checked="" type="checkbox"/> Cr Tim Drylie <input checked="" type="checkbox"/> Cr Tessa Halliday <input checked="" type="checkbox"/> Cr Don Henderson <input checked="" type="checkbox"/> Cr Lesley Hewitt <input checked="" type="checkbox"/> Cr Brian Hood <input checked="" type="checkbox"/> Cr Juliet Simpson		
OFFICERS PRESENT	<input checked="" type="checkbox"/> CEO – Bradley Thomas <input type="checkbox"/> Director Infrastructure and Delivery – Bruce Lucas Others (Position Title and Name): Acting Director Infrastructure and Delivery – Ben Grounds Acting Manager Planning and Building – Rancse Salan Statutory Planner – Shannon Hill Mandy Jean – Heritage Officer Manager Governance and Risk – Rebecca Smith		

MATTERS CONSIDERED

As per Council Meeting Agenda for 18 April 2023

CONFLICT OF INTEREST DISCLOSURES

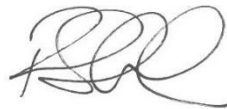
Nil.

NOTES:

Nil.

RECORD COMPLETED BY

Manager Governance and Risk – Rebecca Smith



Signed:

▶ RECORD OF COUNCILLOR ATTENDANCE

MEETING	Disability Advisory Committee	DATE	Monday, February 13, 2023
LOCATION	<input type="checkbox"/> Council Chamber <input type="checkbox"/> Video Conference <input type="checkbox"/> Other: Doug Lindsay Reserve pavilion, Creswick	TIME	11.30am-2.30pm
COUNCILLORS PRESENT	<input type="checkbox"/> Cr Jen Bray <input type="checkbox"/> Cr Tim Drylie <input type="checkbox"/> Cr Tessa Halliday <input type="checkbox"/> Cr Don Henderson <input checked="" type="checkbox"/> Cr Lesley Hewitt <input type="checkbox"/> Cr Brian Hood <input type="checkbox"/> Cr Juliet Simpson		
OFFICERS PRESENT	<input type="checkbox"/> CEO – Bradley Thomas <input type="checkbox"/> Director Infrastructure and Delivery – Bruce Lucas <input type="checkbox"/> Director Organisational Services – Andrew Burgess <input type="checkbox"/> Director Community and Development – Natalie Walker Others (Position Title and Name): Inclusion Officer – Brett Dunlop		

MATTERS CONSIDERED

Agenda attached – CM Reference: DOC/23/5939

OR

List matters considered:

Click or tap here to enter text.

CONFLICT OF INTEREST DISCLOSURES

Declared by	Item being considered	Time left meeting	Time Returned
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

NOTES:

<Record late arrivals or early departures>

RECORD COMPLETED BY

- Director Organisational Services – Andrew Burgess
- Director Infrastructure and Delivery – Bruce Lucas
- Director Community and Development – Natalie Walker
- CEO – Bradley Thomas

Other:

Inclusion Officer – Brett Dunlop

Signed:

AGENDA

▶ DISABILITY ADVISORY COMMITTEE

Date: 13 February 2023
Time: 11.30am-2.30pm
Location: Doug Lindsay Recreation Reserve, Lindsay Park Drive, Creswick
Chair: Cr L Hewitt

AGENDA ITEMS:

1. ACKNOWLEDGEMENT OF CUSTODIANS OF THE LAND

2. ATTENDEES

Committee Members: Andrew Brown, John Condon, Graham Downey, Kaylene Howell, Steve Kelly, Darren Manning, David Moten, Peter Waters
Hepburn Shire Council Representatives: Cr Leslie Hewitt, Brett Dunlop

3. APOLOGIES

Darren Manning (TBC), Lainey Curr (resigned), Fiona Porter (resigned)

4. MINUTES OF THE PREVIOUS MEETING

5. ACTIONS ARISING FROM PREVIOUS MEETING

5.1. REPORT ON INTERNATIONAL DAY FOR PEOPLE WITH DISABILITY

5.2. REPORT ON COMMUNITY CONSULTATION

5.3. UPDATE ON DISABILITY ACCESS & INCLUSION PLAN 2023-2026

5.4. UPDATE ON APPOINTMENT OF MEMBERS

6. OTHER ITEMS OF BUSINESS

6.1. REPORTS FROM MEMBERS

6.2. GUEST SPEAKER

6.3. CLOSURE OF DISABILITY ACCESS AND INCLUSION PLAN 2018-2022

7. NEXT MEETING

2023 Calendar of meetings:

- Monday 13 February 2023, **CRESWICK**, 11.30am – 2.30pm
- Monday 15 May 2023, **TRENTHAM**, 11.30am – 2.30pm
- Monday 14 August 2023, **CLUNES**, 11.30am – 2.30pm
- Monday 13 November 2023, **DAYLESFORD**, 11.30am – 2.30pm

DOC/23/5939

▶ RECORD OF COUNCILLOR ATTENDANCE

MEETING	Disability Advisory Committee	DATE	15/05/23
LOCATION	<input type="checkbox"/> Trentham Sportsground Reserve Pavilion	TIME	11.30am-2.30pm
COUNCILLORS PRESENT	<input type="checkbox"/> Cr Lesley Hewitt		
OFFICERS PRESENT	Others: Inclusion Officer, Brett Dunlop		

MATTERS CONSIDERED

Agenda attached – CM Reference: DOC/23/25786

Click or tap here to enter text.

CONFLICT OF INTEREST DISCLOSURES

Declared by	Item being considered	Time left meeting	Time Returned
None	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

NOTES:

<Record late arrivals or early departures>

RECORD COMPLETED BY

Other:
Inclusion Officer, Brett Dunlop

Signed: *B Dunlop*

AGENDA

▶ DISABILITY ADVISORY COMMITTEE

Date: 15 May 2023
Time: 11.30am-2.30pm
Location: Trentham Sportsground Pavilion, 25 Falls Road, Trentham
Chair: Cr L Hewitt

AGENDA ITEMS:

1. ACKNOWLEDGEMENT OF CUSTODIANS OF THE LAND

2. ATTENDEES

Committee Members: Andrew Brown (arriving 12.30pm), Graham Downey, Kaylene Howell, Darren Manning, David Moten, Peter Waters

Hepburn Shire Council Representatives: Cr Leslie Hewitt, Brett Dunlop

3. APOLOGIES

John Condon

4. MINUTES OF THE PREVIOUS MEETING

5. ACTIONS ARISING FROM PREVIOUS MEETING

5.1. REPORT ON INTERNATIONAL DAY FOR PEOPLE WITH DISABILITY

5.2. UPDATE ON APPOINTMENT OF MEMBERS

6. OTHER ITEMS OF BUSINESS

6.1. REPORTS FROM MEMBERS

6.2. GUEST SPEAKERS – MAJOR PROJECTS (at 1.30pm)

6.3. UPCOMING COMMUNITY CONSULTATION – CYCLING AND WALKING

7. NEXT MEETINGS

- Monday 14 August 2023, **CLUNES**, 11.30am – 2.30pm
- Monday 13 November 2023, **DAYLESFORD**, 11.30am – 2.30pm

▶ RECORD OF COUNCILLOR ATTENDANCE

MEETING	Gender Equity Advisory Committee (GEAC)	DATE	Wednesday, February 22, 2023
LOCATION	<input type="checkbox"/> Council Chamber <input type="checkbox"/> Video Conference <input checked="" type="checkbox"/> Other: 79 A Raglan Street, Daylesford:	TIME	12:00pm
COUNCILLORS PRESENT	<input type="checkbox"/> Cr Jen Bray <input type="checkbox"/> Cr Tim Drylie <input type="checkbox"/> Cr Tessa Halliday <input type="checkbox"/> Cr Don Henderson <input checked="" type="checkbox"/> Cr Lesley Hewitt <input type="checkbox"/> Cr Brian Hood <input type="checkbox"/> Cr Juliet Simpson		
OFFICERS PRESENT	<input type="checkbox"/> CEO – Bradley Thomas <input type="checkbox"/> Director Infrastructure and Delivery – Bruce Lucas <input type="checkbox"/> Director Organisational Services – Andrew Burgess <input type="checkbox"/> Director Community and Development – Leigh McCallum Others (Position Title and Name): Health & Wellbeing Officer – George Martin		

MATTERS CONSIDERED

Agenda attached – CM Reference: DOC/23/11934

OR

List matters considered:

Click or tap here to enter text.

CONFLICT OF INTEREST DISCLOSURES

Declared by	Item being considered	Time left meeting	Time Returned
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

NOTES:

<Record late arrivals or early departures>

RECORD COMPLETED BY

- CEO – Bradley Thomas
- Director Infrastructure and Delivery – Bruce Lucas
- Director Organisational Services – Andrew Burgess
- Director Community and Development – Leigh McCallum

Other:

Administration – Kathleen Burns

Signed:

Gender Equality Advisory Committee

Date: 22/02/2023 @ 12PM

Location: 79A Raglan Street, Daylesford OR

MS Teams

Attendees Cr. Lesley Hewitt (Chair) | George Martin | Sue Dyson | Lynda Poke | Mika
 Padiaditis | Devon Taylor | Maia Irell

Apologies Kate Procter | Lindy Churches

AGENDA

Item	Owner	Time
1. Welcome & Acknowledgement	Chair	
2. Apologies & Housekeeping	Chair	
3. Issues arising from members	All	
4. 2023 opportunities	All	
5. IWD & 16 Days of Activism	George	
7. Close of meeting	Chair	

ACTION ITEMS

Owner	Description	Due Date
1.		
2.		
3.		
4.		
5.		

▶ MEETING AGENDA

Next Meeting:

- Wednesday 24 May @ 12PM.
- Wednesday 23 August @ 12PM.
- Wednesday 22 November @ 12PM.

▶ RECORD OF COUNCILLOR ATTENDANCE

MEETING LGBTIQA+ Advisory Committee > **DATE** Monday, March 20, 2023

LOCATION Other: Doug Lindsay Reserve, Creswick: **TIME** 10am-12noon

COUNCILLORS PRESENT Cr Tessa Halliday

OFFICERS PRESENT Inclusion Officer – Brett Dunlop
 Click or tap here to enter text.

MATTERS CONSIDERED

Agenda attached – CM Reference: DOC/23/14314

OR

List matters considered:

Click or tap here to enter text.

CONFLICT OF INTEREST DISCLOSURES

Declared by	Item being considered	Time left meeting	Time Returned
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

NOTES:

<Record late arrivals or early departures>

RECORD COMPLETED BY

- Director Organisational Services – Andrew Burgess
- Director Infrastructure and Delivery – Bruce Lucas
- Director Community and Development – Natalie Walker
- CEO – Bradley Thomas

Other:

Inclusion Officer – Brett Dunlop

Signed:

AGENDA

▶ LGBTIQA+ ADVISORY COMMITTEE

Date: Monday 20 March 2023
Time: 10am – 12noon
Location: Doug Lindsay Reserve Pavilion, Creswick
Chair: Cr Tessa Halliday

AGENDA ITEMS:

1. ACKNOWLEDGEMENT OF CUSTODIANS OF THE LAND

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. ATTENDEES

Committee Members: Belinda Brain, Grace Lee, Ian McKnight, Jac Nancarrow, Max Primmer, Dean Whelan

Hepburn Shire Council Representatives: Cr Tessa Halliday, Brett Dunlop

3. APOLOGIES

Tass Mousaferiadis, Trish Power

4. MINUTES OF THE PREVIOUS MEETING

That the Committee adopts the minutes of the previous meeting held on 5 December 2022.

5. ACTIONS ARISING FROM PREVIOUS MEETING

5.1. BIG RAINBOW PROJECT AND OTHER SYMBOLS OF PRIDE

5.2. RAINBOW READY ROADMAP AND RAINBOW ACTION PLAN

5.3. CALENDAR OF COUNCIL'S LGBTIQA+ EVENTS FOR 2023

6. OTHER ITEMS OF BUSINESS

6.1. REFLECTIONS ON COUNCIL'S LGBTIQA+ ACTIVITIES IN THE PAST YEAR

6.2. ANTI-VIOLENCE AND ANTI HOMO/BI/TRANS-PHOBIA INITIATIVES

7. NEXT MEETING

19 June 2023, 10am-12noon, Trentham Neighbourhood House

▶ RECORD OF COUNCILLOR ATTENDANCE

MEETING	RAP Advisory Committee	DATE	Monday, April 03, 2023
LOCATION	<input checked="" type="checkbox"/> Council Chamber <input type="checkbox"/> Video Conference <input type="checkbox"/> Other: Click or tap here to enter text.:	TIME	
COUNCILLORS PRESENT	<input type="checkbox"/> Cr Jen Bray <input type="checkbox"/> Cr Tim Drylie <input type="checkbox"/> Cr Tessa Halliday <input type="checkbox"/> Cr Don Henderson <input type="checkbox"/> Cr Lesley Hewitt <input checked="" type="checkbox"/> Cr Brian Hood <input type="checkbox"/> Cr Juliet Simpson		
OFFICERS PRESENT	<input type="checkbox"/> CEO – Bradley Thomas <input type="checkbox"/> Director Infrastructure and Delivery – Bruce Lucas <input type="checkbox"/> Director Organisational Services – Andrew Burgess <input type="checkbox"/> Director Community and Development – Natalie Walker Others (Position Title and Name): Reconciliation Officer – Donna Spiller		

MATTERS CONSIDERED

Agenda attached – CM Reference: FOL?

OR

List matters considered:

CONFLICT OF INTEREST DISCLOSURES

Declared by	Item being considered	Time left meeting	Time Returned
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Choose an item.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

NOTES:

<Record late arrivals or early departures>

RECORD COMPLETED BY

- Director Organisational Services – Andrew Burgess
- Director Infrastructure and Delivery – Bruce Lucas
- Director Community and Development – Natalie Walker
- CEO – Bradley Thomas

▶ RECORD OF COUNCILLOR ATTENDANCE

Other:

Reconciliation Officer - Donna Spiller

Signed: 

Reconciliation Advisory Committee



Monday 3 April 2023

Mayors Room

Daylesford Town Hall – Meet out front and we will go upstairs together.

9.30am -11.00am

Invitees: **Mayor Brian Hood** (Chair), Dale McDonald, **Erica Higgins**, Rod Poxon, **Gary Lawrence**, **Barry Golding**, Jason Boston, **Craig Barrett**, Noah Tyler, Nola Orr, **Donna Spiller** (Reconciliation Officer), Uncle Rick Nelson.

Apologies:

Item	Time	Agenda Item	Presenter RAP Action
1	9.30	<ul style="list-style-type: none"> Acknowledgement of Country Welcome and apologies. Acceptance of minutes from previous meetings. 	Chair
2 Actions and Outcomes from Previous Minutes	9.40	<ul style="list-style-type: none"> Cultural Safety in Community and Council buildings: Clydesdale Hall - Update Larni Barramal Yaluk - update Red Rock proposed mining explorations Lalgambuk / Mt Franklin 	Officer

▶ MEETING AGENDA

3 Project status update	9.50	RAP development – Templates for committee to consider. Reconciliation Week - Be a Voice for Generations - Exhibition - Community Cultural Competency Training Staff Cultural Competency Training	Officer RAP Action 3 RAP Action 15 RAP Action 8
4 Communication with DDWCAC and Djaara members	10.15	Red Rock Mining Exploration Dja Dja Wurrung Public Art - Aunty Marilynne's Commission. Cultural Product in our VIC	Officer Action 7
5 Internal Working Group	10.25	Reconciliation Officer Position Advertised	Officer
6 Reconciliation Victoria	10.30	Maggolee Website updates; Local Governments supporting the Voice webinar. https://youtu.be/FZ4WKQCrYUA Referendum Treaty Victoria	Officer Action 5
7 Other Business	10.50	- Barry discussed his Book – Six Peaks Speak - Working with Harley on language. - Chambers safety - Trees on limestone road removed. - Jim remedio Passing. - Yunipingu passing - Daylesford Macedon Magazine	
8 Review of Recommendations From Meeting -Next meeting -Close Meeting	11.00		

▶ RECORD OF COUNCILLOR ATTENDANCE

MEETING	Reconciliation Advisory Committee	DATE	Monday 8 May 2023
LOCATION	<input type="checkbox"/> Other: Doug Lindsay Reserve, Creswick	TIME	9.30am-11am
COUNCILLORS PRESENT	<input type="checkbox"/> Cr Brian Hood		
OFFICERS PRESENT	Other: Inclusion Officer, Brett Dunlop		

MATTERS CONSIDERED

Agenda attached – CM Reference: DOC/23/28882

CONFLICT OF INTEREST DISCLOSURES

Declared by	Item being considered	Time left meeting	Time Returned
None	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

NOTES:

None

RECORD COMPLETED BY

Other:
 Inclusion Officer, Brett Dunlop

Signed: *B Dunlop*

Reconciliation Advisory Committee (RAC) Agenda

Monday 8 May 2023, 9.30am-11.30am

Doug Lindsay Reserve, Creswick

Invited Mayor Cr. Brian Hood (Chair), Craig Barrett, Jason Boston, Barry Golding, Erica Higgins, Gary Lawrence, Dale McDonald, Nola Orr, Rod Poxon, Noah Tyler
 Organiser Brett Dunlop – Inclusion Officer

AGENDA

Item	
1.	Acknowledgement of Country Mayor
2.	Minutes from the previous meeting
3.	Business arising from previous meeting
	3.1 Clydesdale Hall Cultural Safety - update Brett
	3.2 Reconciliation Week exhibition - update Gary
4.	Other Business
	4.1 Manna Gums Frontier Wars Memorial - maintenance Brett
	4.2 NAIDOC Week activities - suggestions All
	4.3 Update on Reconciliation Officer recruitment Brett
	4.4 Any other business
5.	Next meeting

▶ RECORD OF COUNCILLOR ATTENDANCE

MEETING	Mineral Springs Reserve Advisory Committee Meeting	DATE	Monday, April 17, 2023
LOCATION	<input checked="" type="checkbox"/> Council Chamber <input type="checkbox"/> Video Conference <input type="checkbox"/> Other:	TIME	11.00am – 1.00pm
COUNCILLORS PRESENT	<input checked="" type="checkbox"/> Cr Jen Bray <input type="checkbox"/> Cr Tim Drylie <input type="checkbox"/> Cr Tessa Halliday <input type="checkbox"/> Cr Don Henderson <input type="checkbox"/> Cr Lesley Hewitt <input type="checkbox"/> Cr Brian Hood <input type="checkbox"/> Cr Juliet Simpson		
OFFICERS PRESENT	<input type="checkbox"/> CEO – Bradley Thomas <input type="checkbox"/> Director Infrastructure and Delivery – Bruce Lucas <input type="checkbox"/> Director Organisational Services – Andrew Burgess <input type="checkbox"/> Director Community and Development – Natalie Walker Others (Position Title and Name): Paulette Pleasance – EA to Director Infrastructure and Delivery Simon Fishlock – Acting Coordinator Parks and Open Space		

MATTERS CONSIDERED

Agenda attached – Doc/23/13132

NOTES:

RECORD COMPLETED BY

- CEO – Bradley Thomas
- Director Infrastructure and Delivery – Bruce Lucas
- Director Organisational Services – Andrew Burgess
- Director Community and Development – Natalie Walker

Other:

Paulette Pleasance



Signed:

MINERAL SPRINGS RESERVE ADVISORY COMMITTEE

Monday 17 April 2023 – Council Chambers or Teams – 1.00pm – 3.00pm

Attendees: Cr Jen Bray, Ben Grounds (Acting Director Infrastructure and Delivery, Bill Guest, Lisa Rodier, Nathan Lundmark, Simon Fishlock, Paulette Pleasance,

Apology: Bruce Lucas, Sean Ludeke

No	Time	Agenda Item	Presenter
1	1.00pm	<p>Welcome and Apologies</p> <p>ACKNOWLEDGEMENT OF TRADITIONAL OWNERS</p> <p>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.</p> <p>We also acknowledge the neighbouring Traditional Owners, the Wurundjeri to our Southeast 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.</p>	Cr Jen Bray
2	1.05pm	Adoption of Minutes –13 February 2023	Cr Jen Bray
3	1.10pm	<p>Project Update</p> <ul style="list-style-type: none"> • Update on Central Springs Master Plan Budget Bid 2023/2024 • Costing for HMSR Pavilion Floor Repairs 	Ben Grounds

AGENDA

4	1.45pm	Maintenance Update	Simon Fishlock
5	2.00pm	General Business - Change of October Meeting Date to the 16 th October	Paulette
	3.00pm	Meeting Close	
<p>Attachments Sent with Agenda</p> <ul style="list-style-type: none"> • Minutes 13 February 2023 • Updated Actions Register February 2023 			
<p>Next meeting – Monday 5 June 2023 – Council Chambers</p>			

▶ RECORD OF COUNCILLOR ATTENDANCE

MEETING	Municipal Emergency Management Planning Committee Meeting	DATE	Thursday, March 16, 2023
LOCATION	<input type="checkbox"/> Council Chamber <input type="checkbox"/> Video Conference <input checked="" type="checkbox"/> Other: Clunes Warehouse	TIME	10-12.00pm
COUNCILLORS PRESENT	<input type="checkbox"/> Cr Jen Bray <input checked="" type="checkbox"/> Cr Tim Drylie <input type="checkbox"/> Cr Tessa Halliday <input type="checkbox"/> Cr Don Henderson <input type="checkbox"/> Cr Lesley Hewitt <input type="checkbox"/> Cr Brian Hood <input type="checkbox"/> Cr Juliet Simpson		
OFFICERS PRESENT	<input type="checkbox"/> CEO – Bradley Thomas <input checked="" type="checkbox"/> Director Infrastructure and Delivery – Bruce Lucas <input type="checkbox"/> Director Organisational Services – Andrew Burgess <input type="checkbox"/> Director Community and Development – Natalie Walker Others (Position Title and Name): Tristan May – Acting Manger Emergency Management Kylie Richardson – Emergency Management Officer Ben Burgess – Emergency Management Officer – Fire Paulette Pleasance – EA to Director Infrastructure and Delivery		

MATTERS CONSIDERED

Agenda attached –

NOTES:

RECORD COMPLETED BY

- CEO – Bradley Thomas
- Director Infrastructure and Delivery – Bruce Lucas
- Director Organisational Services – Andrew Burgess
- Director Community and Development – Natalie Walker

Other:

Paulette Pleasance



Signed:

Municipal Emergency Management Planning

Hepburn Shire

ATTACHMENT 14.1.20



Agenda – MEMPC Meeting

Thursday 16 March 2023 – 10.00am–12.00pm

Clunes Warehouse, 36 Fraser Street Clunes or via Teams

Attendees: Bruce Lucas (HSC), Cr Tim Drylie (HSC), Ben Burgess (HSC), Paulette Pleasance (HSC), Ryan Newman (VicPol), Fiona Robertson (ERV), Tonie Duffin (Red Cross), Mark Grace (DFFH), Gavin Kelly (SES), Jane Patton (SES), Luke Kneebone (CFA), Crystal Clark (DELWP), Andrew Banks (VCC Emergencies Ministry), Dylan Birthisel (Ambulance Victoria), Nathan Durbridge (Dept of Health), Angela Clough (DJPR)

Guests: Jennifer Ganske - NBNCO

Joel Farrow - Recovery Support Officer – National Emergency Management Agency (NEMA)

1	<p>Welcome members and apologies noted.</p> <p>ACKNOWLEDGEMENT OF TRADITIONAL OWNERS</p> <p>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.</p> <p>We also acknowledge the neighbouring Traditional Owners, the Wurundjeri to our Southeast 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.</p>	Bruce Lucas
2	Adoption of Minutes 15 December 2022	Bruce Lucas
4	Review of Actions Register	Bruce Lucas
5	<p>Incoming Correspondence:</p> <ul style="list-style-type: none">• Receipt from State Library – MEMP 2022-2025 <p>Outgoing Correspondence:</p>	Paulette Pleasance

6	Presentation by NBN Co	Jennifer Ganske
7	Presentation by NEMA	Joel Farrow
8	Outstanding items in Relation to: <ul style="list-style-type: none"> • June 2021 Storm Event • Jan 2022 Storm Flood Event 	Standing Agenda Item
9	Update on Sub-Committees <ul style="list-style-type: none"> • Flood Sub-Committee • Fire Sub-Committee 	Gavin Kelly Luke Kneebone
10	Agency Updates	All
	Meeting Closed	
Attachments Circulated with Agenda <ul style="list-style-type: none"> • Minutes 15 December 2022 • Updated Action Register • Updated Terms of Reference 		
Next Meeting – 15 June 2023		

15 GENERAL BUSINESS

15.1 LEAVE OF ABSENCE FOR CR JULIET SIMPSON

Go to 02:19:00 in the meeting recording to view this item.

OFFICER'S RECOMMENDATION:

That Council grants Cr Juliet Simpson a leave of absence from 28 June to 17 July 2023 inclusive, noting that Cr Simpson will be an apology for Briefings and Council Meetings that may be scheduled during her leave.

MOTION

That Council grants Cr Juliet Simpson a leave of absence from 28 June to 17 July 2023 inclusive, noting that Cr Simpson will be an apology for Briefings and Council Meetings that may be scheduled during her leave.

Moved: Cr Don Henderson

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

Cr Simpson returned to the meeting at 7:49pm.

16 CLOSE OF MEETING

The Meeting closed at 7:49pm.