HEPBURN SHIRE COUNCIL
ORDINARY MEETING OF COUNCIL
PUBLIC MINUTES

Tuesday 27 October 2026

Council Chamber

24 Vincent Street Daylesford

6:00PM

A LIVE STREAM OF THE MEETING CAN BE VIEWED VIA COUNCIL'S YOUTUBE CHANNEL

MINUTES

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Commencing at 6:00PM

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JANET DORE

INTERIM CHIEF EXECUTIVE OFFICER

Tuesday 27 October 2026

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 OPENING OF MEETING

COUNCILLORS PRESENT: Cr Shirley Cornish (Chair), Cr Tim Drylie, Cr Don Henderson, Cr Lesley Hewitt, Cr Pat Hockey
OFFICERS PRESENT: Ms Janet Dore - Interim Chief Executive Officer, Mr Bruce Lucas - Director Infrastructure and Delivery, Mr Ron Torres - Director Development and Community, Mr Justin Finlayson - Acting Director Performance and Transformation, Allison Watt – Coordinator Governance

The meeting opened at 6:02pm.

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"

3 APOLOGIES

Cr Tony Clark
Cr Brian Hood
Ms Brooke Holmes, Director Performance and Transformation

4 DECLARATIONS OF CONFLICTS OF INTEREST

Interim CEO Janet Dore declared a general conflict of interest for item 1.2 on the Confidential Agenda due to a previous working relationship with a candidate.

5 CONFIRMATION OF MINUTES

Go to 00:03:55 in the meeting recording to view this item.

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 22 September 2026 (as previously circulated to Councillors) be confirmed.

MOTION

That the Minutes of the Ordinary Meeting of Council held on 22 September 2026 (as previously circulated to Councillors) be confirmed.

Moved: Cr Don Henderson
Seconded: Cr Lesley Hewitt
Carried

Voted for: Cr Shirley Cornish, Cr Tim Drylie, Cr Don Henderson, Cr Lesley Hewitt and Cr Pat Hockey
Voted against: Nil
Abstained: Nil

6 PUBLIC PARTICIPATION TIME

Go to 00:07:14 in the meeting recording to view this item.

Prior to the hearing of public participation submissions, Councillor Lesley Hewitt read the following letter of support from Mayor Tony Clark to Dr Helen Haines MP:

Dear Dr Haines

Re: Our support and best wishes

On behalf of our community and all Councillors, I write to express our heartfelt support following the deeply distressing event you have experienced.

We deplore what occurred and stand with you, and your family, at this difficult time. Such an event is profoundly troubling, and we want you to know that you are in our thoughts.

We wish you strength and a speedy recovery and hope you are surrounded by the care and support you need in the days ahead.

Yours sincerely

Cr Tony Clark

Mayor

The Deputy Mayor congratulated Councillor Don Henderson on being awarded Emeritus Mayor by the Municipal Association of Victoria (MAV).

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.

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

6.1 PETITIONS

No petitions were tabled.

6.2 REQUESTS TO ADDRESS COUNCIL

Heather Mutimer addressed Council in relation to proposed changes to the Heather Mutimer Women's Honour Roll.

Ken Warren addressed Council in relation to proposed changes to the Heather Mutimer Women's Honour Roll.

6.3 PUBLIC QUESTIONS

We will now hear questions received in accordance with Council's Governance Rules.

Question 1 – Andrew Robertson

I have had a particular interest in the Open Space Levy related to development in the Trentham area since 2010 and with other Trentham residents, made a presentation to a related State government enquiry in February 2014. My questions both relate to that Levy. The recent Council financial report shows that cash balance fell by $1.3million in the 2025/26 financial year. Page 22 of the report indicates that unrestricted cash flow is negative $5.88 million, i.e. there is insufficient cash to cover reserves, trust funds, capital works and deposits.

I am extremely concerned as to the capacity of Council to be able to provide the funding from the statutory reserve for relevant projects when the cash flow or cash availability appears to be non-existent.

How can the community be confident that projects included in the budget or Council Plan or sought in future years will actually be delivered, or be delivered on time?

Response – Interim Chief Executive Officer Janet Dore

To provide reassurance to the community, I can confirm that the open space statutory reserve is fully funded, as at 30 June 2026. While Council had a negative unallocated cash balance of $5.9 million at 30 June 2026 due to the level of debtors including unpaid rates, I can confirm that Council held total cash assets of $12 million and that statutory reserves were fully cash backed, including unexpended open space contributions.

Like many local governments, Council continues to face a challenging fiscal environment and has made difficult decisions in recent years to improve its financial sustainability. Council's projected cash position will be further reviewed as part of the first quarter finance report, half year budget review and update of Council's long term financial plan.

Question 2 – Andrew Robertson

In July 2024 the then CEO, Mr Bradley Thomas, advised me by email that the current balance of levies outstanding to be spent in Trentham was approximately $1.37million. Since that time I am aware that there has been expenditure from the reserve on works related to the Domino Trail, Trent Creek Reserve and the Trentham Cemetery section of the Wombat Trail. I am also aware that there has been a considerable amount of further development in Trentham since July 2024 from which levies were demanded.

As of today, what is the current balance of levies outstanding to be spent in Trentham?

Response – Interim Chief Executive Officer Janet Dore

Specifically for Trentham, Council held unexpended open space contributions of $1.2 million at 30 June 2026. Over the past two financial years, contributions of $35,000 have been received and works funded in the order of $250,000 including outdoor fitness equipment, footpaths, open space minor projects and Bath Street Reserve planning.

The remaining questions are all in relation to agenda item 7.10 "Heather Mutimer's Honour Roll and International Women's Day Review. The questions will be heard, then a single response provided, under Governance Rule 60.12.

Question 3 – Debora Semple

Officers are recommending to change the nomination criteria in a way that will significantly undermine the Roll's purpose. Currently it's about celebrating the "extraordinary community contributions of ordinary women". It exists because gender inequity persists. Making women's otherwise unseen or undervalued contributions visible is itself an act of advancing gender equity.
The changes suggested will require nominees to now demonstrate that their contributions specifically benefit women and girls or advance gender equity. It will be no longer enough to simply be extraordinary, women must now also serve a policy objective. There is a clear irony in proposing criteria that make recognition even harder to achieve. This departure from the Roll's original purpose is unfair and actually creates further gender inequity.
It is not women's responsibility to rectify gender inequity, this is a shared community responsibility. Yet the same conditions do not apply to Council's other community awards. These awards do not require nominees to benefit a particular demographic or advance a specific gender policy objective. Women should not be required to do so either.

What is driving Council to recommend these changes and what evidence demonstrates that the existing criteria are somehow no longer worthy?

Question 4 – Debora Semple

Why should nominees for the Women's Honour Roll have to demonstrate a specific gender-equity benefit, especially if comparable community awards do not impose an equivalent requirement?

Question 5 – Margaret Murphy

The Heather Mutimer Women's Honour Roll has been a significant feature of our community for 21 years. It concerns me that Council have not consulted with Heather Mutimer or the women of this shire before proposing Item 7.10 on tonight's agenda. Not doing so appears as an act of disrespect to Ms Mutimer, recipients of the award, those who nominated women for the award and all women across the

shire. It is also yet another example of Council's lack of transparency or concern for community.

The proposed changes to the HM Women's Honour Roll bear no resemblance to its original and established intention. I urge council to defer this item until it has been openly discussed with all women.

Could Council please explain why this matter was not made available to Heather Mutimer and the women of the shire for consultation?

Question 6 – Margaret Murphy

The Women's Honour Roll award ceremony has become a wonderful celebration and feature of International Women's Day across the shire. This is the appropriate day for this honouring of women's achievements; there is no reason to change this date. The gender equity activities should be focused on redressing gender imbalances and the elimination of gendered violence. It should be focused on behavioral change in men and patriarchal institutions. It is inappropriate to move the ceremony to this week.
Can Council please explain why something as wonderful and unique in our shire, an event celebrating women, should be moved to a week that looks deeply into the violence against women and other imbalances in equity?

Question 7 – Debra Rauber

It is stated in the Officer's recommendation that "Should Council endorse the officer recommendations, Heather Mutimer, relevant community stakeholders, previous Honour Roll inductees and the broader community will be informed of the revised format, operating guidelines, criteria and timing for future nominations."

If "A comprehensive communication campaign will be rolled out to advise of the new approach" as suggested also by the Council officer, why was Heather Mutimer, relevant community stakeholders, previous Honour Roll inductees and the broader community not informed of the proposed revised format, operating guidelines, criteria and timing for future nominations before it was to be discussed and voted upon at this Council meeting?

Response – Interim Chief Executive Officer Janet Dore
Council is undertaking a broad review of its multiple advisory committees and community engagement approach. As a result, advisory committees have been suspended, including the Heather Mutimer Honour Roll advisory committee.

The review of the Honour Roll was required due to the lack of an advisory committee, and the need to review the advisory committee's terms of reference. This also provided an opportunity to review Council's International Women's Day event.

Agenda Item 7.10 confirms that both the International Women's Day event, and the Heather Mutimer Honour Roll event will continue. Both are considered highly significant events for the Shire. The key change that is recommended is to separate the two events to enable greater focus on each event's unique contribution to the Shire.

The outcome of the review of the Heather Mutimer Honour Roll process and criteria is considered to strengthen the impact and importance of the Honour Roll.

Highlighting gender equity has always been an integral part of the Honour Roll. 'Advancing gender equity' is listed as the first of four nominee criteria in the current terms of reference. All four existing nominee criteria are carried over to the updated guidelines. Furthermore, the guidelines build on these by providing more details around the criteria, providing greater clarity for our community, and a more transparent assessment framework. As with the existing terms of reference, the proposed guidelines will continue to recognise extraordinary women in our Shire.

Council's Community Awards are open to community members regardless of their gender identity. While there is no specific gender-equity criteria, the current criteria for both the Citizen of the Year Award and the Young Citizen of the Year Award include a demonstration that the nominee has demonstrated a commitment to community inclusion and celebrating diversity. The proposed changes help to differentiate the Honour Roll from the current Community Awards and to reinforce how the important work of women supports other women and young girls.

The review process undertaken is appropriate. The Heather Mutimer Honour Roll is not being cancelled; it is proposed to continue as a significant Council-run community event at another time of year, with updated, clearer guidelines. These changes are not considered to warrant broader community consultation.

7 OFFICER REPORTS

7.1 4 BEATTIES ROAD TRENTHAM - 11 LOT RESIDENTIAL SUBDIVISION

Go to 00:28:06 in the meeting recording to view this item.

DIRECTOR DEVELOPMENT AND COMMUNITY

In providing this advice to Council as the Manager Planning, I Matt Rogers have no interests to disclose in this report.

ATTACHMENTS

1. 4 Beatties Road Trentham [**7.1.1** - 8 pages]

EXECUTIVE SUMMARY

It is recommended to approve Planning Application PLN26/0175 for an eleven-lot subdivision at 4 Beatties Road, Trentham.

The 2.55-hectare Low Density Residential Zone site would create eleven lots around a court bowl, supporting housing supply within the Trentham township boundary.

Recommended permit conditions specific to this application are:

- upgrade Beatties Road from Forest Street to just south of the new internal street.
- Increase side and front building setbacks in the form of reduced building envelopes.
- create enforceable house design guidelines.
- add land to the Trent Creek reserve for cultural heritage purposes.

Before new lot titles can be issued, the permit holder must upgrade part of Beatties Road, construct the internal street, provide town drainage, street lighting, maintain infrastructure bonds during construction and provide a cash open space contribution.

OFFICER'S RECOMMENDATION

That Council, having caused notice of Planning Application No. PLN26/0175 to be given under Section 52 of the Planning and Environment Act 1987*, and having considered all the matters required under Section 60 of the* Planning and Environment Act 1987*, decides to Issue a Notice of Decision to Grant a Permit under the Hepburn Planning Scheme in respect of the land known and described as CA 6, 6A and 7, Section 13, Parish of Trentham, 4 Beatties Road Trentham for a multi-lot subdivision of land and creation of restriction in accordance with the plans submitted with the application, subject to the following conditions:*

Compliance with documents approved under this permit

1. *At all times what the permit allows must be carried out in accordance with the requirements of any document approved under this permit to the satisfaction of the Responsible Authority (RA).*

Amended Plans

2. *Before the subdivision starts, a plan of subdivision must be approved and endorsed by the RA. The plan must: be prepared to the satisfaction of the responsible authority, drawn to scale with dimensions; be generally in accordance with the plans forming part of the application but amended to show:*
   a) *Modified building envelopes (or similar measure) to achieve setbacks of at least:*
      i. *12 m from Beatties Road to dwelling walls on lots 1 and 2*
      ii. *9 m from front walls of dwellings and the new internal street*
      iii. *6 m between dwellings on side boundaries*
      iv. *Clearance from modelled North Central Catchment Management Authority (NCCMA) 1:100 year flood levels.*
      v. *Removal of the footpath on the internal street.*

Endorsed Plans

3. *The subdivision as shown on the endorsed plan/s, must not be altered or modified without the written consent of the RA. There are no requirements to alter or modify the endorsed plan if a plan is certified under the provisions of the* Subdivision Act 1988 *that is generally in accordance with the endorsed plan/s.*

Prior to Certification

4. *The plan submitted for certification under the* Subdivision Act 1988 *must include the following restriction:*

   Upon registration of this plan the following restrictions are created:

   Land to be burdened

   All lots on this plan.

   Land to Benefit

   All lots on this plan.

   Description of Restriction

   The registered proprietors of all lots on this plan must not:

   a) *Construct or permit to be constructed any building outside of the building envelope shown hatched on the plan.*
   b) *Construct or permit to be constructed any internal driveway outside of the driveway envelope shown cross hatched on the plan.*

c) *Permit building or works (including the construction, erection, or alteration of any building, structure, fencing, signage, construction of any swimming pool, construction of any basement/semi basement and planting or removal of vegetation, except buildings an works listed at sub-condition i. below) to be constructed outside the building and driveway envelope (unless listed at sub-condition i. below) specified within each lot without the written consent of the relevant responsible authority, whether or not a planning permit is required for the building or works in the Hepburn Planning Scheme*

i. *This does not apply to boundary fencing, minimally invasive landscaping works using manual methods, and building elements such as chimneys, non-ground disturbing pergolas, eaves, fascias, gutters, sunblinds, screens, flues, pipes, domestic fuel tanks, water tanks, heating and cooling equipment and other services;*

Design Guidelines

5. *Before the Statement of Compliance (SOC) is issued for any stage under the* Subdivision Act 1988*, Housing Design Guidelines must be submitted to and approved by the responsible authority.*

   Once approved, the Housing Design Guidelines must be secured through an agreement made under Section 173 of the Planning and Environment Act 1987 *that is registered on the title to the land. The Housing Design Guidelines must apply to all lots, must reference and reference the adopted Trentham Structure Plan, and must include the following information to the satisfaction of the responsible authority:*

   a) *A Table of Contents*
   b) *Illustrations and diagrams to demonstrate how the guidelines are to be applied in accordance with approved building envelopes*
   c) *A requirement for absent, low or transparent front fencing*
   d) *Landscape guidelines including design elements and species lists consistent with the publication "Landscaping for Bushfire: Garden Design and Plant Selection; CFA, June 2022" and where consistent with that publication preferred species listed for the Central Victorian Uplands in Table 1 at Clause 12.01-1L Native vegetation and habitat protection in the Hepburn Planning Scheme.*
   e) *Dwelling, garage and shed designs to be:*
      a. *Generally one storey ensuring a dominant horizontal element, with minimal and recessed second storey elements.*
      b. *Comprised of durable materials and colours.*
      c. *Garage to be located at least 1 metre behind the wall of the dwelling or integrated with the design of the dwelling*

d. *Outbuildings to be hidden from street view, within building envelopes and screened with vegetation to shield views from Trent Creek or other treatment where located to the rear of the dwelling.*

f) *Reference to the requirements of the approved CHMP.*

Public Open Space Contribution

6. *Before a statement of compliance ('SOC') for the plan of subdivision is issued under the* Subdivision Act 1988*, the applicant or owner must pay a monetary contribution of five per cent of the land value to Hepburn Shire Council for public open space in accordance with the schedule to clause 53.01 of the Hepburn Planning Scheme.*

Mandatory Conditions

7. *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.*
8. *Before the issue of 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.*
9. *Any lot shown on the endorsed plan must not be connected to a reticulated gas service (within the meaning of clause 53.03 of the Scheme). This does not apply to:*
   a) *a lot that will not be used for, or include, a dwelling; or*
   b) *a lot that contains an existing dwelling or apartment; or*
   c) *a lot where a permit has been granted for a dwelling or apartment on the land in the lot.*

This condition continues to have force and effect after a SOC under the Subdivision Act 1988 *has been issued and the subdivision authorised by this permit has been completed.*

Engineering

Stormwater

10. *Prior to SOC, all underground and surface drainage works that are considered necessary by the RA shall be constructed in accordance with professionally prepared plans and computations to be provided by the permit holder and approved by the RA 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 SOC.*
11. *Return period for a detention system is to be 20% 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.*
12. *All lots shall be provided with drainage outfall (house connection) connected to the drainage system to the satisfaction of the RA. House drainage connection shall be constructed in accordance with Infrastructure Design Manual (IDM) Standard Drawing SD 510 or SD 505 with hot dip galvanised kerb adaptors. Where house connections run to open swale, a 100mm PVC outlet shall be cored into crossover end walls or have its own end wall.*
13. *Stormwater shall be connected to the legal point of discharge to the satisfaction of the RA.*
14. *Prior to SOC, all drainage easements deemed necessary by the RA 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.*
15. *Drainage easements shall be created to allow for gravity stormwater drainage to the satisfaction of the RA.*
16. *If the proposed stormwater drainage system includes any works to be undertaken during the dwelling construction stage, the Owner must enter into an agreement under section 173 of the* Planning and Environment Act 1987*, requiring that such works shall be constructed and completed during the dwelling construction stage. The permit holder shall produce a calculations table for future dwellings having minimum information including but not limited to tank size for various hard stand areas, height of restrictor outlet and orifice size.*

17. *The owner must pay all costs and expenses including the RA'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.*
18. *It is the responsibility of the permit holder, to prepare a Stormwater Strategy Plan (SSP) to identify and record how the quantity and quality of stormwater shall be managed for the catchment. The SSP plan must demonstrate how to avoid adverse impact on neighbouring properties and surrounding road network due to the development and catering for existing flows along the road network. Drainage design plans and legal point of discharge will not be considered until the drainage strategy has been established.*
19. *Where stormwater detention is proposed on public land, including road reserve, the detention system shall be designed in such a way as to minimise the ongoing maintenance costs and maximise the public benefit of the area. No area used for stormwater detention shall be considered for the purposes of public open space.*
20. *Prior to Certification, it is the responsibility of the permit holder to meet the requirements for stormwater quality as stated in the Best Practice Environmental Guidelines for Urban Stormwater.*

<u>Road Upgrade</u>

21. *Prior to issue of SOC, Beatties Road shall be upgraded from the intersection of Camp Street and Forrest Street to level with the access driveway of 17 Beatties Road to the satisfaction of the RA. Drains at the development frontage shall also be upgraded.*
22. *The road and drains shall be designed based on sound engineering practice following the general principles of the Scheme, the Austroads Guidelines, the Coordination of Street works Code of Practice, relevant Australian standards, VicRoads Road Design Guidelines, IDM and to the satisfaction of the RA.*
23. *Professionally prepared plans are to be submitted to the RA for approval prior to construction. Plans shall include any details relating to existing crossovers that are not related to the development.*
24. *The road, at a minimum, shall include 6.2 m wide seal pavement and 0.5 m shoulders on both sides comprising:*
    a) *An engineered pavement design, but as a minimum 200mm compacted depth class 3, 20mm FCR subbase and 150mm compacted depth class 2, 20mm FCR base pavement. Existing road material, where tested for depth, regulated and cement stabilised, shall be deemed suitable as sub-base if appropriate testing results can be supplied.*
    b) *2 coat spray seal, 10mm primer seal/7mm rubberised final seal.*
25. *The supervising consulting engineer shall provide to the RA a report of hold points and inspections for the construction and verification that the roads and drains have been designed and constructed in compliance with the above standards, by*

providing a list verifying the results of all tests undertaken and corresponding results. The minimum tests required to be provided to the RA are:

a) Road Sub-grade (proof roll)
b) Pavement sub-base and base (density test and proof roll)
c) Pavement prior to sealing or asphalt application
d) Drainage trench and bedding
e) Drainage infrastructure prior to backfilling
f) Drainage pits.

New Intersection and Road Creation

26. All roads and drainage designs and constructions shall be based on sound engineering practice following the general principles of the Scheme, the Austroads Guidelines, the Coordination of Streetworks Code of Practice, relevant Australian Standards, VicRoads Road Design Guidelines, IDM and to the satisfaction of the RA.
27. Professionally prepared plans are to be submitted to the RA for approval prior to construction.
28. A Traffic Impact Assessment (TIA) shall be conducted for the new intersection to the satisfaction of the RA.
29. Action or recommendations arising from the TIA shall be included in engineering design, unless agreed to by the RA.
30. All internal roads within the development shall be in accordance with 'Table 2 – Urban Road Characteristics' of IDM.
31. Minimum width of the road reserve shall be in accordance with 'Table 2 – Urban Road / Street Characteristics' of IDM.
32. The road pavement at a minimum, shall include:
    a) 200mm compacted depth class 3, 20mm FCR subbase and 100mm compacted depth class 2, 20mm FCR base pavement.
    b) 2 coat spray seal, 10mm primer seal/7mm rubberised final seal, or 40mm Type H, 10mm asphalt.
    c) Court bowls must have a minimum radius of 12.5m and be asphalt sealed.
33. The supervising consulting engineer shall provide to the RA a report of hold points and inspections for the construction and verification that the roads and drains have been designed and constructed in compliance with the above standards, by providing a list verifying the results of all tests undertaken and corresponding results. The minimum tests required to be provided to the RA are:
    a) Road Sub-grade (proof roll).
    b) Pavement sub-base and base (density test and proof roll).
    c) Pavement prior to sealing or asphalt application.
    d) Drainage trench and bedding.
    e) Drainage infrastructure prior to backfilling.
    f) Drainage pits.

Access

34. *Vehicle access/crossing to the land is to be located, constructed and maintained to the satisfaction of the RA.*
35. *Prior to SOC the following will be constructed for approval:*
    a) *Vehicle access/crossing to all lots is to be constructed in accordance with IDM standard drawing SD 240 or to approval of the RA.*
    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 permit holder's expense.*
36. *The final location and construction of the vehicle crossing is to be approved by the RA via a 'Consent to Work within the Road Reserve', prior to undertaking of works, unless shown on certified plans and constructed prior to SOC.*

Landscaping

37. *Prior to commencement of any subdivision works, the permit holder is to prepare and submit a landscaping plan for road reserves and other open spaces to the satisfaction of the RA for review and approval. These plans are to comply with the 'Code of Practice for Management of Infrastructure in Road Reserves' and shall provide following information:*
    a) *Plant selection, layout, and planting density*
    b) *Landscaping design intent.*
38. *Street tree planting shall be designed to meet approximately 40 per cent canopy coverage of new roads and must be selected and planted by a qualified horticulturalist/arborist.*
39. *Plant selection is to align with Council's nature strip tree planting guidelines.*

Line Marking and Signage

40. *Appropriate signage and line marking shall be provided to the satisfaction of the RA.*

Street Lighting

41. *Energy efficient LED street lighting shall be provided in accordance with the current issue of Australian standard AS/ANZ 1158 – Lighting for Roads and Public Spaces and to the satisfaction of the RA.*

42. *New lighting must be located outside the clear zones and meet the standards for category P lighting with emphasis on:*
    a) *Areas of higher pedestrian use*
    b) *Cul-de-sacs*
    c) *Intersections.*

Development Standard

43. *Prior to SOC, it is the responsibility of the developer to meet the requirements and standards as set out in the IDM version 5.20.*

Prior to Subdivision Works

44. *Before any road, drainage and associated works commence, the following items must be satisfied:*
    a) *Approval of all required plans by the RA.*
    b) *A pre-commencement meeting shall be held with the RA, the contractor and the permit holder's consultant engineer to confirm and agree on hold point inspections, roadside management, traffic management, and any other works related matters.*

Completion of Subdivision Works

45. *Prior to the issue of SOC for the relevant stage of the subdivision under the* Subdivision Act 1988*, the permit holder must construct and complete road works, drainage and other civil works in accordance with endorsed plans and specifications approved by the RA and in accordance with the IDM. Drainage and other civil works to be constructed must include:*
    a) *Street and drainage in accordance with the approved construction drawings.*
    b) *Intersection and traffic control/mitigation measures.*
    c) *Signage and line marking.*
    d) *High stability permanent survey marks.*
    e) *Lot access.*

As Constructed Drawings

46. *Prior to issue of SOC, the permit holder must provide as-constructed plans for all infrastructure created by this development and vested to the ownership and control of the RA. Such plans shall be prepared by a registered surveyor and/or qualified engineer and endorsed by the permit holder's consultant engineer and the contractor.*
47. *As-constructed plans shall include:*
    a) *An asset statement of each street including costs.*
    b) *As constructed information for the entirety of the work detailing information as listed in the IDM.*
    c) *Information required for integration into Council's GIS system.*

d) *Information to be presented in pdf. and dwg. formats, unless otherwise agreed in writing by the RA.*

Defects Maintenance and Bonds

48. *Prior to SOC, the permit holder must enter into an agreement with the RA regarding responsibilities for maintenance and correction of defects of all infrastructure works. Agreement must include the defects liability period; the amount of bond and the date of practical completion occur.*
49. *Prior to SOC, the permit holder must provide the RA with a maintenance bond(s) of $5,000 or 5 per cent of the total cost of infrastructure, whichever is greater.*
50. *The bond(s) shall be an unconditional bank guarantee or cash for the predetermined amount. The RA will hold the bond(s) until all defects notified to the permit holder before and/or during the liability period have been made good to the satisfaction of the RA. A request must be made to the RA for the release of maintenance bond(s) after the defect's maintenance period.*
51. *The defects liability period for civil works shall be 12 months from the date of practical completion.*
52. *The defects liability period for landscaping shall be 24 months from the date of acceptance at a minimum bond of $400 per tree.*

Plan Checking and Supervision Fee

53. *In accordance with the Subdivision Act 1988, the RA requires the following fees for works undertaken on this subdivision:*
    a) *Plan checking fee of 0.75 per cent of the value of works.*
    b) *Supervision fee of 2.50 per cent of the value of works.*

Construction Environmental Management Plan

54. *Before any construction works start, a Construction Environmental Management Plan (CEMP) to the satisfaction of the responsible authority must be submitted to and approved by the RA. The plan must address works associated with the site generally, but specifically include road and drainage works, and Trent Creek protection works.*
55. *A pre-construction meeting shall be held with the RA, the contractor and the developer/developer's consultant engineer to discuss and agree on hold point inspections, roadside management, approved CHMP, traffic management, and any other construction related matters, prior to submission of the plan.*
56. *The CEMP must show:*
    a) *A survey of the existing condition of Trent Creek and the creek reserve, including a photographic record of the area prior to works commencing;*
    b) *Details for a liaison officer for contact by residents and the responsible authority in the event of relevant queries or problems experienced;*
    c) *A 24-hour emergency contact number;*

d) Traffic management measures for works on roads in accordance with relevant Australian Standards and Council requirements;

e) Consideration of the requirements of the approved CHMP.

57. When approved, the CEMP will be endorsed and will then form part of the permit.

58. The construction management measures shown on the endorsed CEMP must be carried out and completed to the satisfaction of the RA.

Country Fire Authority

Mandatory Condition

59. Before the statement of compliance is issued under the Subdivision Act 1988 *the owner must enter into an agreement with the RA under section 173 of the* Planning and Environment Act 1987. *The agreement must:*

a) State that it has been prepared for the purpose of an exemption from a planning permit under clause 44.06-2 of the Scheme.

b) Incorporate the plan prepared in accordance with clause 53.02-4.4 of the Scheme and approved under this permit.

c) State that if a dwelling is constructed on the land without a planning permit that the bushfire protection measures set out in the plan incorporated into the agreement must be implemented and maintained to the satisfaction of the RA on a continuing basis.

60. The landowner must pay the reasonable costs of the preparation, execution, and registration of the section 173 agreement.

Endorsed Bushfire Management Plan

61. The Bushfire Management Plan (BMP) prepared by Terramatrix (Bushfire Management Statement, Version 1.2, dated 26/02/2026) must be endorsed by the RA, be included as an annexure to the section 173 agreement prepared to give effect to clause 44.06-5 of the Scheme and must not be altered unless agreed to in writing by CFA and the RA.

Implementation of Defendable Space

62. Before SOC is issued under the Subdivision Act 1988*, the defendable space shown on the endorsed BMP must be implemented to the satisfaction of the RA.*

Construction of Roads

63. Before SOC is issued under the Subdivision Act 1988*, the road shown on the proposed plan of subdivision prepared by Steele Studios Architecture, Jon No. SSA22-04, Amendment No. 5, dated 08/01/26) must be implemented to the satisfaction of the RA.*

64. Roads must be constructed to a standard so that they are accessible in all weather conditions and capable of accommodating a vehicle of 15 tonnes for the trafficable road width.

Fire Hydrants (reticulated areas)

65. *Before SOC is issued 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 m and the hydrants must be no more than 200 m apart. These distances must be measured around lot boundaries and other obstacles.*

Goulburn-Murray Water

66. *All works within the subdivision must be in accordance with EPA Publication 1834.1 Civil Construction, Building and Demolition Guide (September 2025).*
67. *Any plan of subdivision lodged for certification must be referred to Goulburn-Murray Rural Water Corporation pursuant to section 8(1)(a) of the* Subdivision Act 1988.
68. *Any plan of subdivision submitted for certification must show either building envelopes or building exclusion zones which ensure that future buildings cannot be located within 30 m of Trent Creek.*
69. *All stormwater discharged from the site must meet the urban run-off objectives and Standard C25 as specified in clause 56.07-4 of the Scheme. All infrastructure and works to manage stormwater must be in accordance with the requirements of the RA.*
70. *Each lot must be provided with connection to the reticulated sewerage system in accordance with the requirements of Coliban Water.*

Coliban Water

71. *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 and where necessary, amendments to the existing services, will be required in accordance with our specifications. Agreement is required to be reach with Coliban Water for the reticulated water and sewer main extensions necessary to service the lots within this development site, which must be designed, constructed and finalised in accordance with Coliban Water's 'Developer Installed Works' process. Sewer mains are required to provide full lot control.*
72. *All Coliban Water assets within the subdivision, are to be protected by an easement in favour of Coliban Region Water Corporation.*
73. *Applications through our 'Consent to Connect' process are required prior to water supply services and property service drains (sewerage) being amended and/or connected to Coliban Water assets and complying with our conditions. Coliban Water requires all new meters, tappings and/or cut and seals to be undertaken by*

our service provider, including meter assemblies. All private works for water supply and sanitary drainage must be constructed in accordance with the National Plumbing and Drainage Code of Australia being AS 3500, the MRWA Water Metering & Servicing Guidelines 2022 and or any relevant requirements of Coliban Water.

74. *The location of the existing water meter and service is no longer acceptable to Coliban Water. Agreement is required to be reached with Coliban Water for our service provider to cut and seal the existing tapping, with the water meter being returned to Coliban Water, unless as part of the agreement a new water supply service is constructed in an acceptable location to service one of the lots fronting Beatties Road, unless access to these lots is only via the proposed road reserve. Evidence will be required to verify that existing water supply service pipes have been amended where necessary to ensure these are contained within an individual lot boundary. The evidence required must include letter/statement from a registered and licensed plumbing contractor and a copy of a Victorian Building Authorities Compliance Certificate for the amendments to the existing services if the value of the works requires a certificate.*
75. *Please note under section 165(5) of the* Water Act 1989*, Coliban Water is not required to ensure that the water pressure is adequate for firefighting. It is important to note that Coliban Water does not guarantee fire flows.*
76. *Before the issue of SOC 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). NCCs 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.*

Powercor Australia

77. *The plan of subdivision submitted for certification under the* Subdivision Act 1988 *shall be referred to the distributor in accordance with Section 8 of that Act.*
78. *The applicant shall provide an electricity supply to all lots in the subdivision in accordance with the distributor's requirements and standards.*
79. *The applicant shall ensure that existing and proposed buildings and electrical installations on the subject land are compliant with the Victorian Service and Installation Rules (VSIR).*
80. *The applicant shall, when required by the distributor, set aside areas with the subdivision for the purposes of establishing a substation or substations.*
81. *The applicant shall establish easements on the subdivision, for all existing distributor electric lines where easements have not been otherwise provided on the land and for any new power lines to service the lots or adjust the positioning existing easements.*

Commencement of Permit

82. This permit will operate from the issued date of this permit.

Expiry

83. This permit will expire if one of the following occurs:

a) The plan of subdivision has not been certified under the Subdivision Act 1988 *within two (2) years of the issued date of this permit.*

b) SOC is not issued within five (5) years of the date of certification of the plan.

The RA may extend the permit if a request is made in writing in accordance with section 69 of Planning and Environment Act 1987*.*

Useful Information

(This Information does not form part of the permit)

a) All works related to the permitted subdivision must be carried out in strict accordance with all requirements of the approved Cultural Heritage Management Plan, Residential Subdivision, 4 Beatties Road, Trentham, Victoria: Aboriginal Cultural Heritage Management Plan, Number: 19092.

b) All costs incurred in complying with engineering conditions shall be borne by the permit holder.

c) Additional stormwater information requirements can be found at https://www.epa.vic.gov.au/stormwater

d) Specific Coliban Water requirements for the servicing of the new lots will be provided to the applicant after a plan for certification has been referred to Coliban Water.

e) Extension, augmentation, or rearrangement of the distributor's electrical assets may be required to make such supplies available, with the cost of such works generally borne by the applicant.

f) Where electrical works are required to achieve VSIR compliance, a registered electrical contractor must be engaged to undertake such works.

g) Areas set aside for substations will be formalised to the distributor's requirements under one of the following arrangements:

h) RESERVES established by the applicant in favour of the distributor.

i) SUBSTATION LEASE at nominal rental for a period of 30 years with rights to extend the lease for a further 30 years. The distributor will register such leases on title by way of a caveat prior to the registration of the plan of subdivision.

j) Existing easements may need to be amended to meet the distributor's requirements.

k) It is recommended that applications for electricity supply to each lot be submitted at the earliest opportunity so that the precise requirements of the distributor can then be determined and accommodated. Applications for electricity supply shall be submitted via the Distributor's web portal, "mySupply" which can be accessed via the following link: https://customer.portal.powercor.com.au/mysupply/CIAWQuickCalculator

l) *Easements required by the Distributor shall be specified on the subdivision and show the purpose, origin and the 'in favour of' party as follows:*

Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited / In Favour Of
	Power Line		This Plan (Section 88 - Electricity Industry Act 2000)	Powercor Australia Ltd

MOTION

That Council, having caused notice of Planning Application No. PLN26/0175 to be given under Section 52 of the Planning and Environment Act 1987*, and having considered all the matters required under Section 60 of the* Planning and Environment Act 1987*, decides to Issue a Notice of Decision to Grant a Permit under the Hepburn Planning Scheme in respect of the land known and described as CA 6, 6A and 7, Section 13, Parish of Trentham, 4 Beatties Road Trentham for a multi-lot subdivision of land and creation of restriction in accordance with the plans submitted with the application, subject to the following conditions:*

Compliance with documents approved under this permit

1. *At all times what the permit allows must be carried out in accordance with the requirements of any document approved under this permit to the satisfaction of the Responsible Authority (RA).*

Amended Plans

2. *Before the subdivision starts, a plan of subdivision must be approved and endorsed by the RA. The plan must: be prepared to the satisfaction of the responsible authority, drawn to scale with dimensions; be generally in accordance with the plans forming part of the application but amended to show:*
    a) *Modified building envelopes (or similar measure) to achieve setbacks of at least:*
        i. *12 m from Beatties Road to dwelling walls on lots 1 and 2*
        ii. *9 m from front walls of dwellings and the new internal street*
        iii. *6 m between dwellings on side boundaries*
        iv. *Clearance from modelled North Central Catchment Management Authority (NCCMA) 1:100 year flood levels.*
        v. *Removal of the footpath on the internal street.*

Endorsed Plans

3. *The subdivision as shown on the endorsed plan/s, must not be altered or modified without the written consent of the RA. There are no requirements to alter or modify the endorsed plan if a plan is certified under the provisions of the* Subdivision Act 1988 *that is generally in accordance with the endorsed plan/s.*

Prior to Certification

4. *The plan submitted for certification under the* Subdivision Act 1988 *must include the following restriction:*

   Upon registration of this plan the following restrictions are created:

   Land to be burdened

   All lots on this plan.

   Land to Benefit

   All lots on this plan.

   Description of Restriction

   The registered proprietors of all lots on this plan must not:

   a) *Construct or permit to be constructed any building outside of the building envelope shown hatched on the plan.*
   b) *Construct or permit to be constructed any internal driveway outside of the driveway envelope shown cross hatched on the plan.*
   c) *Permit building or works (including the construction, erection, or alteration of any building, structure, fencing, signage, construction of any swimming pool, construction of any basement/semi basement and planting or removal of vegetation, except buildings an works listed at sub-condition i. below) to be constructed outside the building and driveway envelope (unless listed at sub-condition i. below) specified within each lot without the written consent of the relevant responsible authority, whether or not a planning permit is required for the building or works in the Hepburn Planning Scheme*
      i. *This does not apply to boundary fencing, minimally invasive landscaping works using manual methods, and building elements such as chimneys, non-ground disturbing pergolas, eaves, fascias, gutters, sunblinds, screens, flues, pipes, domestic fuel tanks, water tanks, heating and cooling equipment and other services;*

Design Guidelines

5. *Before the Statement of Compliance (SOC) is issued for any stage under the* Subdivision Act 1988*, Housing Design Guidelines must be submitted to and approved by the responsible authority.*

   Once approved, the Housing Design Guidelines must be secured through an agreement made under Section 173 of the Planning and Environment Act 1987 *that is registered on the title to the land. The Housing Design Guidelines must apply to all lots, must reference and reference the adopted Trentham Structure Plan, and must include the following information to the satisfaction of the responsible authority:*

a) *A Table of Contents*
b) *Illustrations and diagrams to demonstrate how the guidelines are to be applied in accordance with approved building envelopes*
c) *A requirement for absent, low or transparent front fencing*
d) *Landscape guidelines including design elements and species lists consistent with the publication "Landscaping for Bushfire: Garden Design and Plant Selection; CFA, June 2022" and where consistent with that publication preferred species listed for the Central Victorian Uplands in Table 1 at Clause 12.01-1L Native vegetation and habitat protection in the Hepburn Planning Scheme.*
e) *Dwelling, garage and shed designs to be:*
    a. *Generally one storey ensuring a dominant horizontal element, with minimal and recessed second storey elements.*
    b. *Comprised of durable materials and colours.*
    c. *Garage to be located at least 1 metre behind the wall of the dwelling or integrated with the design of the dwelling*
    d. *Outbuildings to be hidden from street view, within building envelopes and screened with vegetation to shield views from Trent Creek or other treatment where located to the rear of the dwelling.*
f) *Reference to the requirements of the approved CHMP.*

Public Open Space Contribution

6. *Before a statement of compliance ('SOC') for the plan of subdivision is issued under the* Subdivision Act 1988*, the applicant or owner must pay a monetary contribution of five per cent of the land value to Hepburn Shire Council for public open space in accordance with the schedule to clause 53.01 of the Hepburn Planning Scheme.*

Mandatory Conditions

7. *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.*
8. *Before the issue of 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.*

9. *Any lot shown on the endorsed plan must not be connected to a reticulated gas service (within the meaning of clause 53.03 of the Scheme). This does not apply to:*
   a) *a lot that will not be used for, or include, a dwelling; or*
   b) *a lot that contains an existing dwelling or apartment; or*
   c) *a lot where a permit has been granted for a dwelling or apartment on the land in the lot.*

   This condition continues to have force and effect after a SOC under the Subdivision Act 1988 *has been issued and the subdivision authorised by this permit has been completed.*

Engineering

Stormwater

10. *Prior to SOC, all underground and surface drainage works that are considered necessary by the RA shall be constructed in accordance with professionally prepared plans and computations to be provided by the permit holder and approved by the RA 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 SOC.*
11. *Return period for a detention system is to be 20% 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.*
12. *All lots shall be provided with drainage outfall (house connection) connected to the drainage system to the satisfaction of the RA. House drainage connection shall be constructed in accordance with Infrastructure Design Manual (IDM) Standard Drawing SD 510 or SD 505 with hot dip galvanised kerb adaptors. Where house connections run to open swale, a 100mm PVC outlet shall be cored into crossover end walls or have its own end wall.*

13. *Stormwater shall be connected to the legal point of discharge to the satisfaction of the RA.*
14. *Prior to SOC, all drainage easements deemed necessary by the RA 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.*
15. *Drainage easements shall be created to allow for gravity stormwater drainage to the satisfaction of the RA.*
16. *If the proposed stormwater drainage system includes any works to be undertaken during the dwelling construction stage, the Owner must enter into an agreement under section 173 of the* Planning and Environment Act 1987*, requiring that such works shall be constructed and completed during the dwelling construction stage. The permit holder shall produce a calculations table for future dwellings having minimum information including but not limited to tank size for various hard stand areas, height of restrictor outlet and orifice size.*
17. *The owner must pay all costs and expenses including the RA'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.*
18. *It is the responsibility of the permit holder, to prepare a Stormwater Strategy Plan (SSP) to identify and record how the quantity and quality of stormwater shall be managed for the catchment. The SSP plan must demonstrate how to avoid adverse impact on neighbouring properties and surrounding road network due to the development and catering for existing flows along the road network. Drainage design plans and legal point of discharge will not be considered until the drainage strategy has been established.*
19. *Where stormwater detention is proposed on public land, including road reserve, the detention system shall be designed in such a way as to minimise the ongoing maintenance costs and maximise the public benefit of the area. No area used for stormwater detention shall be considered for the purposes of public open space.*
20. *Prior to Certification, it is the responsibility of the permit holder to meet the requirements for stormwater quality as stated in the Best Practice Environmental Guidelines for Urban Stormwater.*

<u>Road Upgrade</u>

21. *Prior to issue of SOC, Beatties Road shall be upgraded from the intersection of Camp Street and Forrest Street to level with the access driveway of 17 Beatties Road to the satisfaction of the RA. Drains at the development frontage shall also be upgraded.*
22. *The road and drains shall be designed based on sound engineering practice following the general principles of the Scheme, the Austroads Guidelines, the*

Coordination of Street works Code of Practice, relevant Australian standards, VicRoads Road Design Guidelines, IDM and to the satisfaction of the RA.

23. *Professionally prepared plans are to be submitted to the RA for approval prior to construction. Plans shall include any details relating to existing crossovers that are not related to the development.*
24. *The road, at a minimum, shall include 6.2 m wide seal pavement and 0.5 m shoulders on both sides comprising:*
    a) *An engineered pavement design, but as a minimum 200mm compacted depth class 3, 20mm FCR subbase and 150mm compacted depth class 2, 20mm FCR base pavement. Existing road material, where tested for depth, regulated and cement stabilised, shall be deemed suitable as sub-base if appropriate testing results can be supplied.*
    b) *2 coat spray seal, 10mm primer seal/7mm rubberised final seal.*
25. *The supervising consulting engineer shall provide to the RA a report of hold points and inspections for the construction and verification that the roads and drains have been designed and constructed in compliance with the above standards, by providing a list verifying the results of all tests undertaken and corresponding results. The minimum tests required to be provided to the RA are:*
    a) *Road Sub-grade (proof roll)*
    b) *Pavement sub-base and base (density test and proof roll)*
    c) *Pavement prior to sealing or asphalt application*
    d) *Drainage trench and bedding*
    e) *Drainage infrastructure prior to backfilling*
    f) *Drainage pits.*

<u>New Intersection and Road Creation</u>

26. *All roads and drainage designs and constructions shall be based on sound engineering practice following the general principles of the Scheme, the Austroads Guidelines, the Coordination of Streetworks Code of Practice, relevant Australian Standards, VicRoads Road Design Guidelines, IDM and to the satisfaction of the RA.*
27. *Professionally prepared plans are to be submitted to the RA for approval prior to construction.*
28. *A Traffic Impact Assessment (TIA) shall be conducted for the new intersection to the satisfaction of the RA.*
29. *Action or recommendations arising from the TIA shall be included in engineering design, unless agreed to by the RA.*
30. *All internal roads within the development shall be in accordance with 'Table 2 – Urban Road Characteristics' of IDM.*
31. *Minimum width of the road reserve shall be in accordance with 'Table 2 – Urban Road / Street Characteristics' of IDM.*
32. *The road pavement at a minimum, shall include:*

a) *200mm compacted depth class 3, 20mm FCR subbase and 100mm compacted depth class 2, 20mm FCR base pavement.*
b) *2 coat spray seal, 10mm primer seal/7mm rubberised final seal, or 40mm Type H, 10mm asphalt.*
c) *Court bowls must have a minimum radius of 12.5m and be asphalt sealed.*

33. *The supervising consulting engineer shall provide to the RA a report of hold points and inspections for the construction and verification that the roads and drains have been designed and constructed in compliance with the above standards, by providing a list verifying the results of all tests undertaken and corresponding results. The minimum tests required to be provided to the RA are:*
    a) *Road Sub-grade (proof roll).*
    b) *Pavement sub-base and base (density test and proof roll).*
    c) *Pavement prior to sealing or asphalt application.*
    d) *Drainage trench and bedding.*
    e) *Drainage infrastructure prior to backfilling.*
    f) *Drainage pits.*

Access

34. *Vehicle access/crossing to the land is to be located, constructed and maintained to the satisfaction of the RA.*
35. *Prior to SOC the following will be constructed for approval:*
    a) *Vehicle access/crossing to all lots is to be constructed in accordance with IDM standard drawing SD 240 or to approval of the RA.*
    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 permit holder's expense.*
36. *The final location and construction of the vehicle crossing is to be approved by the RA via a 'Consent to Work within the Road Reserve', prior to undertaking of works, unless shown on certified plans and constructed prior to SOC.*

Landscaping

37. *Prior to commencement of any subdivision works, the permit holder is to prepare and submit a landscaping plan for road reserves and other open spaces to the satisfaction of the RA for review and approval. These plans are to comply with the*

'Code of Practice for Management of Infrastructure in Road Reserves' and shall provide following information:

a) Plant selection, layout, and planting density

b) Landscaping design intent.

38. *Street tree planting shall be designed to meet approximately 40 per cent canopy coverage of new roads and must be selected and planted by a qualified horticulturalist/arborist.*
39. *Plant selection is to align with Council's nature strip tree planting guidelines.*

Line Marking and Signage

40. *Appropriate signage and line marking shall be provided to the satisfaction of the RA.*

Street Lighting

41. *Energy efficient LED street lighting shall be provided in accordance with the current issue of Australian standard AS/ANZ 1158 – Lighting for Roads and Public Spaces and to the satisfaction of the RA.*
42. *New lighting must be located outside the clear zones and meet the standards for category P lighting with emphasis on:*

a) Areas of higher pedestrian use

b) Cul-de-sacs

c) Intersections.

Development Standard

43. *Prior to SOC, it is the responsibility of the developer to meet the requirements and standards as set out in the IDM version 5.20.*

Prior to Subdivision Works

44. *Before any road, drainage and associated works commence, the following items must be satisfied:*

a) Approval of all required plans by the RA.

b) A pre-commencement meeting shall be held with the RA, the contractor and the permit holder's consultant engineer to confirm and agree on hold point inspections, roadside management, traffic management, and any other works related matters.

Completion of Subdivision Works

45. *Prior to the issue of SOC for the relevant stage of the subdivision under the* Subdivision Act 1988*, the permit holder must construct and complete road works, drainage and other civil works in accordance with endorsed plans and specifications approved by the RA and in accordance with the IDM. Drainage and other civil works to be constructed must include:*

a) Street and drainage in accordance with the approved construction drawings.

b) *Intersection and traffic control/mitigation measures.*
c) *Signage and line marking.*
d) *High stability permanent survey marks.*
e) *Lot access.*

As Constructed Drawings

46. *Prior to issue of SOC, the permit holder must provide as-constructed plans for all infrastructure created by this development and vested to the ownership and control of the RA. Such plans shall be prepared by a registered surveyor and/or qualified engineer and endorsed by the permit holder's consultant engineer and the contractor.*
47. *As-constructed plans shall include:*
    a) *An asset statement of each street including costs.*
    b) *As constructed information for the entirety of the work detailing information as listed in the IDM.*
    c) *Information required for integration into Council's GIS system.*
    d) *Information to be presented in pdf. and dwg. formats, unless otherwise agreed in writing by the RA.*

Defects Maintenance and Bonds

48. *Prior to SOC, the permit holder must enter into an agreement with the RA regarding responsibilities for maintenance and correction of defects of all infrastructure works. Agreement must include the defects liability period; the amount of bond and the date of practical completion occur.*
49. *Prior to SOC, the permit holder must provide the RA with a maintenance bond(s) of $5,000 or 5 per cent of the total cost of infrastructure, whichever is greater.*
50. *The bond(s) shall be an unconditional bank guarantee or cash for the predetermined amount. The RA will hold the bond(s) until all defects notified to the permit holder before and/or during the liability period have been made good to the satisfaction of the RA. A request must be made to the RA for the release of maintenance bond(s) after the defect's maintenance period.*
51. *The defects liability period for civil works shall be 12 months from the date of practical completion.*
52. *The defects liability period for landscaping shall be 24 months from the date of acceptance at a minimum bond of $400 per tree.*

Plan Checking and Supervision Fee

53. *In accordance with the Subdivision Act 1988, the RA requires the following fees for works undertaken on this subdivision:*
    a) *Plan checking fee of 0.75 per cent of the value of works.*
    b) *Supervision fee of 2.50 per cent of the value of works.*

Construction Environmental Management Plan

54. *Before any construction works start, a Construction Environmental Management Plan (CEMP) to the satisfaction of the responsible authority must be submitted to and approved by the RA. The plan must address works associated with the site generally, but specifically include road and drainage works, and Trent Creek protection works.*
55. *A pre-construction meeting shall be held with the RA, the contractor and the developer/developer's consultant engineer to discuss and agree on hold point inspections, roadside management, approved CHMP, traffic management, and any other construction related matters, prior to submission of the plan.*
56. *The CEMP must show:*
    a) *A survey of the existing condition of Trent Creek and the creek reserve, including a photographic record of the area prior to works commencing;*
    b) *Details for a liaison officer for contact by residents and the responsible authority in the event of relevant queries or problems experienced;*
    c) *A 24-hour emergency contact number;*
    d) *Traffic management measures for works on roads in accordance with relevant Australian Standards and Council requirements;*
    e) *Consideration of the requirements of the approved CHMP.*
57. *When approved, the CEMP will be endorsed and will then form part of the permit.*
58. *The construction management measures shown on the endorsed CEMP must be carried out and completed to the satisfaction of the RA.*

Country Fire Authority

Mandatory Condition

59. *Before the statement of compliance is issued under the* Subdivision Act 1988 *the owner must enter into an agreement with the RA under section 173 of the* Planning and Environment Act 1987. *The agreement must:*
    a) *State that it has been prepared for the purpose of an exemption from a planning permit under clause 44.06-2 of the Scheme.*
    b) *Incorporate the plan prepared in accordance with clause 53.02-4.4 of the Scheme and approved under this permit.*
    c) *State that if a dwelling is constructed on the land without a planning permit that the bushfire protection measures set out in the plan incorporated into the agreement must be implemented and maintained to the satisfaction of the RA on a continuing basis.*
60. *The landowner must pay the reasonable costs of the preparation, execution, and registration of the section 173 agreement.*

Endorsed Bushfire Management Plan

61. *The Bushfire Management Plan (BMP) prepared by Terramatrix (Bushfire Management Statement, Version 1.2, dated 26/02/2026) must be endorsed by the RA, be included as an annexure to the section 173 agreement prepared to*

give effect to clause 44.06-5 of the Scheme and must not be altered unless agreed to in writing by CFA and the RA.

Implementation of Defendable Space

62. *Before SOC is issued under the* Subdivision Act 1988*, the defendable space shown on the endorsed BMP must be implemented to the satisfaction of the RA.*

Construction of Roads

63. *Before SOC is issued under the* Subdivision Act 1988*, the road shown on the proposed plan of subdivision prepared by Steele Studios Architecture, Jon No. SSA22-04, Amendment No. 5, dated 08/01/26) must be implemented to the satisfaction of the RA.*
64. *Roads must be constructed to a standard so that they are accessible in all weather conditions and capable of accommodating a vehicle of 15 tonnes for the trafficable road width.*

Fire Hydrants (reticulated areas)

65. *Before SOC is issued 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 m and the hydrants must be no more than 200 m apart. These distances must be measured around lot boundaries and other obstacles.*

Goulburn-Murray Water

66. *All works within the subdivision must be in accordance with EPA Publication 1834.1 Civil Construction, Building and Demolition Guide (September 2025).*
67. *Any plan of subdivision lodged for certification must be referred to Goulburn-Murray Rural Water Corporation pursuant to section 8(1)(a) of the* Subdivision Act 1988.
68. *Any plan of subdivision submitted for certification must show either building envelopes or building exclusion zones which ensure that future buildings cannot be located within 30 m of Trent Creek.*
69. *All stormwater discharged from the site must meet the urban run-off objectives and Standard C25 as specified in clause 56.07-4 of the Scheme. All infrastructure and works to manage stormwater must be in accordance with the requirements of the RA.*
70. *Each lot must be provided with connection to the reticulated sewerage system in accordance with the requirements of Coliban Water.*

Coliban Water

71. *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 and where necessary, amendments to the existing services, will be required in accordance with our specifications. Agreement is required to be reach with Coliban Water for the reticulated water and sewer main extensions necessary to service the lots within this development site, which must be designed, constructed and finalised in accordance with Coliban Water's 'Developer Installed Works' process. Sewer mains are required to provide full lot control.*
72. *All Coliban Water assets within the subdivision, are to be protected by an easement in favour of Coliban Region Water Corporation.*
73. *Applications through our 'Consent to Connect' process are required prior to water supply services and property service drains (sewerage) being amended and/or connected to Coliban Water assets and complying with our conditions. Coliban Water requires all new meters, tappings and/or cut and seals to be undertaken by our service provider, including meter assemblies. All private works for water supply and sanitary drainage must be constructed in accordance with the National Plumbing and Drainage Code of Australia being AS 3500, the MRWA Water Metering & Servicing Guidelines 2022 and or any relevant requirements of Coliban Water.*
74. *The location of the existing water meter and service is no longer acceptable to Coliban Water. Agreement is required to be reached with Coliban Water for our service provider to cut and seal the existing tapping, with the water meter being returned to Coliban Water, unless as part of the agreement a new water supply service is constructed in an acceptable location to service one of the lots fronting Beatties Road, unless access to these lots is only via the proposed road reserve. Evidence will be required to verify that existing water supply service pipes have been amended where necessary to ensure these are contained within an individual lot boundary. The evidence required must include letter/statement from a registered and licensed plumbing contractor and a copy of a Victorian Building Authorities Compliance Certificate for the amendments to the existing services if the value of the works requires a certificate.*
75. *Please note under section 165(5) of the* Water Act 1989*, Coliban Water is not required to ensure that the water pressure is adequate for firefighting. It is important to note that Coliban Water does not guarantee fire flows.*
76. *Before the issue of SOC 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). NCCs 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.*

Powercor Australia

77. *The plan of subdivision submitted for certification under the* Subdivision Act 1988 *shall be referred to the distributor in accordance with Section 8 of that Act.*
78. *The applicant shall provide an electricity supply to all lots in the subdivision in accordance with the distributor's requirements and standards.*
79. *The applicant shall ensure that existing and proposed buildings and electrical installations on the subject land are compliant with the Victorian Service and Installation Rules (VSIR).*
80. *The applicant shall, when required by the distributor, set aside areas with the subdivision for the purposes of establishing a substation or substations.*
81. *The applicant shall establish easements on the subdivision, for all existing distributor electric lines where easements have not been otherwise provided on the land and for any new power lines to service the lots or adjust the positioning existing easements.*

Commencement of Permit

82. *This permit will operate from the issued date of this permit.*

Expiry

83. *This permit will expire if one of the following occurs:*
    a) *The plan of subdivision has not been certified under the* Subdivision Act 1988 *within two (2) years of the issued date of this permit.*
    b) *SOC is not issued within five (5) years of the date of certification of the plan.*

    The RA may extend the permit if a request is made in writing in accordance with section 69 of Planning and Environment Act 1987*.*

Useful Information

(This Information does not form part of the permit)

a) *All works related to the permitted subdivision must be carried out in strict accordance with all requirements of the approved Cultural Heritage Management Plan, Residential Subdivision, 4 Beatties Road, Trentham, Victoria: Aboriginal Cultural Heritage Management Plan, Number: 19092.*
b) *All costs incurred in complying with engineering conditions shall be borne by the permit holder.*
c) *Additional stormwater information requirements can be found at https://www.epa.vic.gov.au/stormwater*
d) *Specific Coliban Water requirements for the servicing of the new lots will be provided to the applicant after a plan for certification has been referred to Coliban Water.*
e) *Extension, augmentation, or rearrangement of the distributor's electrical assets may be required to make such supplies available, with the cost of such works generally borne by the applicant.*

f) Where electrical works are required to achieve VSIR compliance, a registered electrical contractor must be engaged to undertake such works.

g) Areas set aside for substations will be formalised to the distributor's requirements under one of the following arrangements:

h) RESERVES established by the applicant in favour of the distributor.

i) SUBSTATION LEASE at nominal rental for a period of 30 years with rights to extend the lease for a further 30 years. The distributor will register such leases on title by way of a caveat prior to the registration of the plan of subdivision.

j) Existing easements may need to be amended to meet the distributor's requirements.

k) It is recommended that applications for electricity supply to each lot be submitted at the earliest opportunity so that the precise requirements of the distributor can then be determined and accommodated. Applications for electricity supply shall be submitted via the Distributor's web portal, "mySupply" which can be accessed via the following link: https://customer.portal.powercor.com.au/mysupply/CIAWQuickCalculator

l) Easements required by the Distributor shall be specified on the subdivision and show the purpose, origin and the 'in favour of' party as follows:

Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited / In Favour Of
	Power Line		This Plan (Section 88 - Electricity Industry Act 2000)	Powercor Australia Ltd

Moved: Cr Lesley Hewitt
Seconded: Cr Pat Hockey
Carried

Voted for: Cr Shirley Cornish, Cr Tim Drylie, Cr Don Henderson, Cr Lesley Hewitt and Cr Pat Hockey
Voted against: Nil
Abstained: Nil

BACKGROUND

The application was submitted to Council in 2022. It was paused mid-process to enable completion of a Cultural Heritage Management Plan (CHMP) with Djaara. Once the CHMP was completed, the application was restarted in 2026. Officers' assessment is that the application is consistent with the CHMP. It sets aside (with Djaara agreement) a cultural heritage reserve bordering Trent Creek.

The application received objections when it was first advertised after the initial 2022 application. Further, and repeat objections, were received to the amended application. Officers have assessed all previous and current objections.

Site and Surrounds

The site consists of three Crown allotments, formally described as 6, 6A and 7, section 13, Parish of Trentham. It is irregularly shaped site of approximately 2.55 ha. It has a roughly 20 metre frontage to Beatties Road, with an east-west depth around 220 m. The site is currently vacant pasture grassland. It has access to all reticulated services. The site slopes gently down from west to east towards Trent Creek.

The site is in the southeast of the town, a block south of High Street. Walking distance to shops and community services is 820 m. The surrounding neighbourhood is low density residential on similar sized or smaller lots. The Trent Creek reserve borders the north and east of the site. To the east across the creek is residentially zoned undeveloped generally bushland and open farmland within farming zone.



Figure 1: An aerial view showing the site located in the southeast part of Trentham with larger lot homes to the south, smaller lot homes to the north and west and an undeveloped residentially zoned lot with a single house on Cranneys Lane to the east (sourced Council GIS)

North Central Catchment Management Authority (NCCMA) flood modelling shows potential 1:100-year flooding from Trent Creek. This is shown graduating down from 350 mm at the site boundary with the creek and disappearing approximately 30 m into the site. While the proposal is unlikely to exacerbate this potential flood impact by diverting rain runoff into town drains, some reconfiguration of the eastern side of the proposal is required to avoid occasional flooding of any new houses on the two easternmost lots.

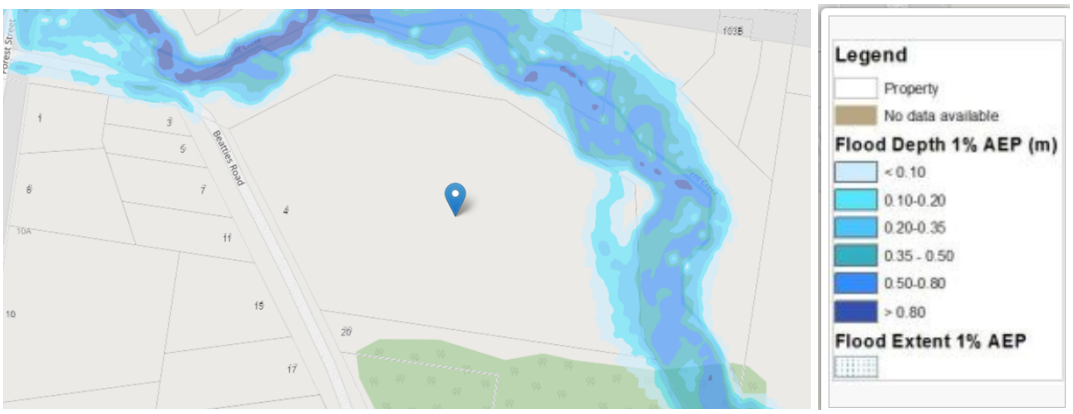


Figure 2: An NCCMA flood modelling map showing potential 350mm high or less 1:100-year flooding impacts approximately 30 metres into the site from Trent Creek (NCCMA North Central Catchment Management Authority)

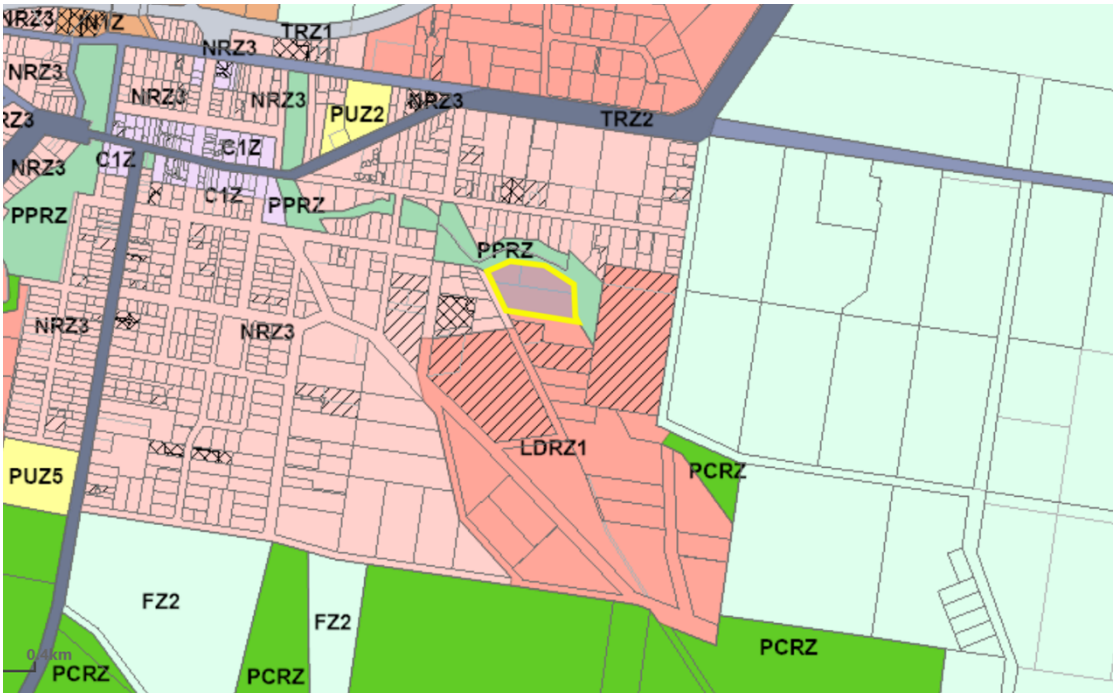


Figure 3: Zoning map of the site (yellow border) and surrounds showing it in a Low Density Residential Zone with Neighbourhood Residential Zone to the north and west and Low Density Residential Zone to the east and south. Farming Zone and Public Conservation and Resource Zones are shown beyond the town boundary. (Source: VicPlan)

Proposal

The application is to:

- subdivide the current three lots into eleven lots no smaller than 2,000 square metres in area.

- Impose building and driveway envelope restrictions on title and transfer an area of land to the Trent Creek Reserve to protect cultural heritage.
- Construct a new court bowl street perpendicular to and connecting with Beatties Road, designed with a swale drain and landscaped areas.

No native vegetation removal is required as the site contains pasture type grasses with no ecology of significance detected on the site in Council's 2023 biodiversity surveys that informed the Trentham Structure Plan.

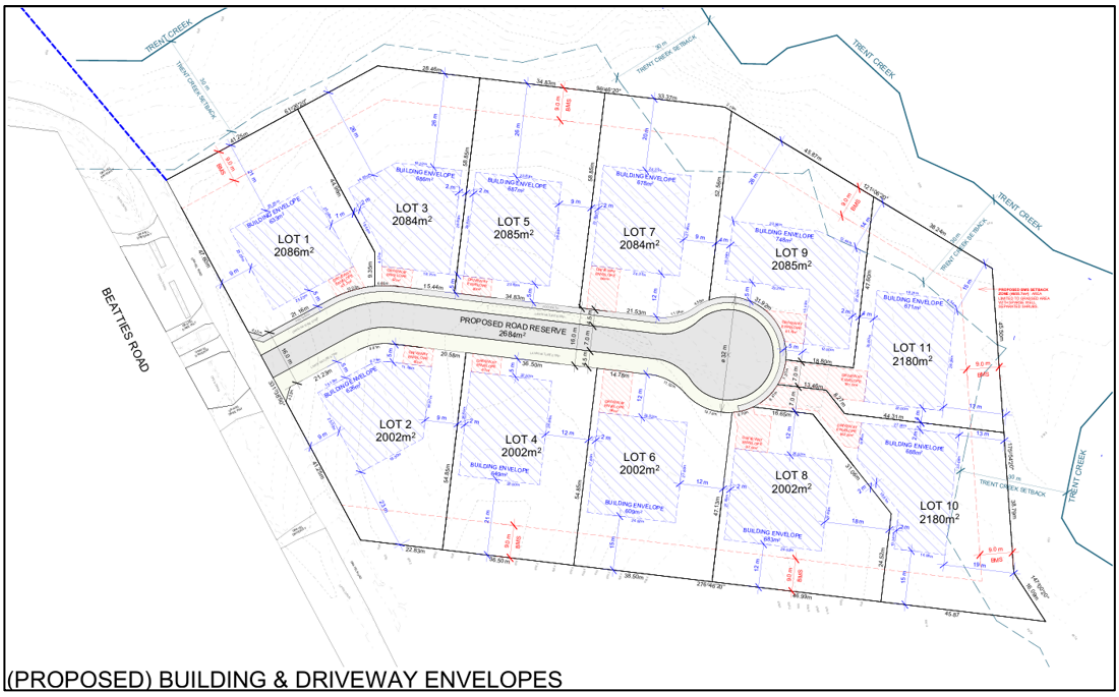


Figure 4: The layout of the eleven lots around a court bowl connecting to the west side of Beatties Road. Building envelopes are shown as hatched areas. Note the two easternmost building envelopes are within NCCMA mapped potential flooding area (Source: application documents)

Relevant Planning Ordinance applying to the site and proposal

Zoning:	Low Density Residential Zone - Schedule 1 (LDRZ1)
Overlays:	Environmental Significance Overlay - Schedule 1 (ESO1) Bushfire Management Overlay (BMO)
Particular Provisions	53.01 Public open space contribution and subdivision 53.02 Bushfire planning 53.03 Residential reticulated gas service connection 56 Residential Subdivision

Relevant Provisions of the PPF	11.01-1R Settlement – Central Highlands 11.01-1L Townships and Settlements 13.02-1S Bushfire planning 14.02-1S Catchment planning and management 14.02-1L Catchment and land protection 14.02-2S Water quality 15.01-3S Subdivision design 15.01-3L Subdivision in Hepburn Shire 15.01-5L-02 Neighbourhood character in townships and settlements 16.01-1S Housing Supply 16.01-2S Housing affordability 16.01-2L Affordable Housing 19.03-2S Infrastructure design and provision 19.03-2L Infrastructure design and provision 19.03-3S Integrated water management	
Under what clause(s) is a permit required?	32.03-2	Subdivide land
	42.01-2	Subdivide land
	44.06-2	Subdivide land
	52.02	Create a restriction
Objections?	32	

KEY ISSUES

Consistency with the approved Cultural Heritage Management Plan (CHMP)

For this proposal, the *Aboriginal Heritage Act* prevents Council deciding a planning application of this nature on this land, unless a CHMP has been approved and Council is satisfied that a planning permit it decides to grant is consistent with the CHMP.

Council is in receipt of a CHMP for the development approved by a delegate of the Secretary, Department of Premier and Cabinet. Council must be satisfied that the following relevant CHMP conditions are reflected in any planning permit it decides to grant (the 'sponsor' in the CHMP conditions is the permit applicant):

"The Sponsor must ensure that the building and driveway envelopes as shown on Map X1 and in Appendix C must be established on the titles and plan of subdivision for each proposed lot. It should be noted that Hepburn Shire Council has accepted this in principle (see Appendix J);

2. Only one dwelling and garage and garden shed must be constructed within each building envelope;

3. Future owners of each proposed lot must construct each driveway and dwelling within the allocated building and driveway envelope specified for each lot, unless the works are within the exemptions. Building exemptions include: boundary fencing, minimally invasive landscaping works using manual methods, and building elements such as chimneys, non-ground disturbing pergolas, eaves, fascias, gutters, sunblinds, screens, flues, pipes, domestic fuel tanks, water tanks, heating and cooling equipment and other services are permitted;

4. No building or works (including the construction, erection, or alteration of any building, structure, fencing, signage, construction of any swimming pool, construction of any basement/semi basement and planting or removal of vegetation, except those listed in exceptions) are permitted to be constructed outside the building and driveway envelope (unless exempt above) specified within each lot without the written consent of the relevant responsible authority;

5. No ground disturbing building or works (including the construction, erection, or alteration of any building, structure, fencing, signage, construction of any swimming pool, construction of any basement/semi basement and planting or removal of vegetation, except those listed in exceptions) are permitted to be constructed outside the building and driveway envelop specified within each lot without being compliant with the Aboriginal Heritage Act 2006."

Building and driveway envelopes are the critical implementing tool that must be reflected in any planning permit. The building envelopes in the CHMP are shown on the plans submitted for endorsement attached to this report.

This report recommends adjustments to building envelopes to achieve character outcomes. The character related adjustments seek only reductions in the building envelopes at the side and front on each lot and so ensure building envelopes will remain within the CHMP approved envelopes.

To avoid inadvertent contravention, CHMP conditions 3. and 4. are re-produced in the recommended permit conditions, with appropriate wording adjustments, for inclusion in a planning agreement with Council to appear on each new lot title created (a "Section 173 agreement").

Response to Policy Planning Policy Framework

Settlement/township boundaries

The proposal is for a residential subdivision in a residential zone, in a recognised township boundary.

Bushfire Planning

The land is in the Bushfire Management Overlay. All required bushfire assessments were submitted and meet requirements including CFA conditional consent indicating homes are capable of achieving appropriate fire-resistant construction standards.

Requiring the applicant to upgrade part of Beatties Road to ensure continuous sealed road connection to the broader street network will improve evacuation conditions in the event of an emergency. The proposed street travels east away from the forest to the southwest that is a bushfire hazard.

Catchment planning and management/water quality

The site is connected to reticulated sewerage, water, and drainage enabling runoff to be diverted from Trent Creek and wastewater to be treated at a Coliban Water plant. The proposal received conditional consent from water authorities.

A Construction Environmental Management Plan condition is recommended to minimise impacts to Trent Creek during construction.

Flooding

While there is no flood overlay or building regulations requiring flooding to be addressed, North Central Catchment Management Authority (NCCMA) has web published modelling of flood level that have a 1% chance of occurring in any one year along Trent Creek. The modelling shows this flooding potential at 350mm at the eastern site boundary scaling down to 0mm 30 metres into the site. This affects proposed lots 10 and 11 where building envelopes are set back 9 metres 13 metres respectively from the Trent Creek reserve boundary.

Officers recommend, and the applicant agrees, that this matter should be addressed in the subdivision to avoid flooding of new homes. This may be achieved by either removing building envelopes from the modelled flood area or requiring finished floor levels of homes to be at least 30mm above the modelled flood level.

Housing supply/affordability

Consistent with policy, the proposal would allow for eight additional houses, noting the existing three lots may presently host a home, in a residential area of a serviced township.

Infrastructure design and provision

Council's Engineering team support the application subject to conditions around stormwater management, road upgrade, a new intersection and internal street, footpaths, roadside landscaping, and street lighting.

Further discussions with engineering resulted in agreement that footpaths were not necessary in this context, noting the low volume traffic in the area and wide verge condition along the east side of Beatties and the requirement to upgrade Beatties Road to a wider sealed road connecting to the broader sealed road network to the northwest.

Zoning and Overlay Considerations

The proposal meets the Low Density Residential Zone purpose, 'To provide for low-density residential development on lots which, in the absence of reticulated sewerage, can treat and retain all wastewater.' by creating lots above the minimum 2000 square metre lot size with access to trunk sewer and water services.

The lot layout is consistent with this area of Trentham. The proposed lots can accommodate future dwellings within set building envelopes. The site interfaces with the neighbourhood residential zone and is within Trentham township boundaries.

The site has available connections to reticulated sewerage, water, and drainage. External referral authorities have provided conditional consent, so special water catchment and fire risks are appropriately managed.

Character and landscape outcomes under the zone are considered below under *neighbourhood character*.

Neighbourhood Character

Council must consider character *as appropriate* under the *Low Density Residential Zone* decision guideline:

> "The protection and enhancement of the natural environment and character of the area including the retention of vegetation and faunal habitat and the need to plant vegetation along waterways, gullies, ridgelines and property boundaries."

it is appropriate to consider character for this site noting the *Neighbourhood character in townships and settlements policy* in the planning scheme, the character guidance in the Council adopted 2024 Trentham Structure Plan and the site's context in a residential area of a town with several distinctive established character areas.

The objective at Clause 15.01-5L-02 *Neighbourhood character in townships and settlements policy* is "To ensure residential development in townships and settlements is responsive to neighbourhood character." Including the following relevant strategies:

> "Design residential development to be in keeping with the historic, landscape and neighbourhood character, having particular regard to building height, setback, bulk, form and mass and existing vegetation.
>
> Design development to protect natural features important to the character of townships and settlements, including significant indigenous and native vegetation, significant exotic trees or groups of trees showing outstanding characteristics relating to their size, shape and history, creeks and main drainage lines."

The Council adopted 2024 Trentham Structure Plan shows the land in the 'Lifestyle Vegetated' neighbourhood character area. Existing character is described as large lot sizes, large side and rear setbacks with varied front setbacks and low or no fencing. The description notes "a sense of openness within this precinct, due to its informal qualities, wide verges, lack of pedestrian footpaths, low fencing and permeable road surfaces in some areas."

The preferred character statement focuses on generous rear and side setbacks, 'farmhouse' style dwellings with a horizontal design emphasis, garages and outbuildings behind the front wall of the house or hidden behind the house, durable materials and colours, low scale transparent fencing and informal road design that maintains vegetated verges.

Officers have considered the character content of the structure plan noting the zone and existing policy specifically call up character considerations. The structure plan was informed by fulsome, professionally prepared and recent character assessments including assessments and recommendations specifically for this neighbourhood. The structure plan was subject to extensive and recent community consultation during 2023 and 2024 before Council adopted the plan. The character content of the structure plan does not require specific new zone or overlay changes to create implementing controls noting the zone and existing policy call for consideration of character.

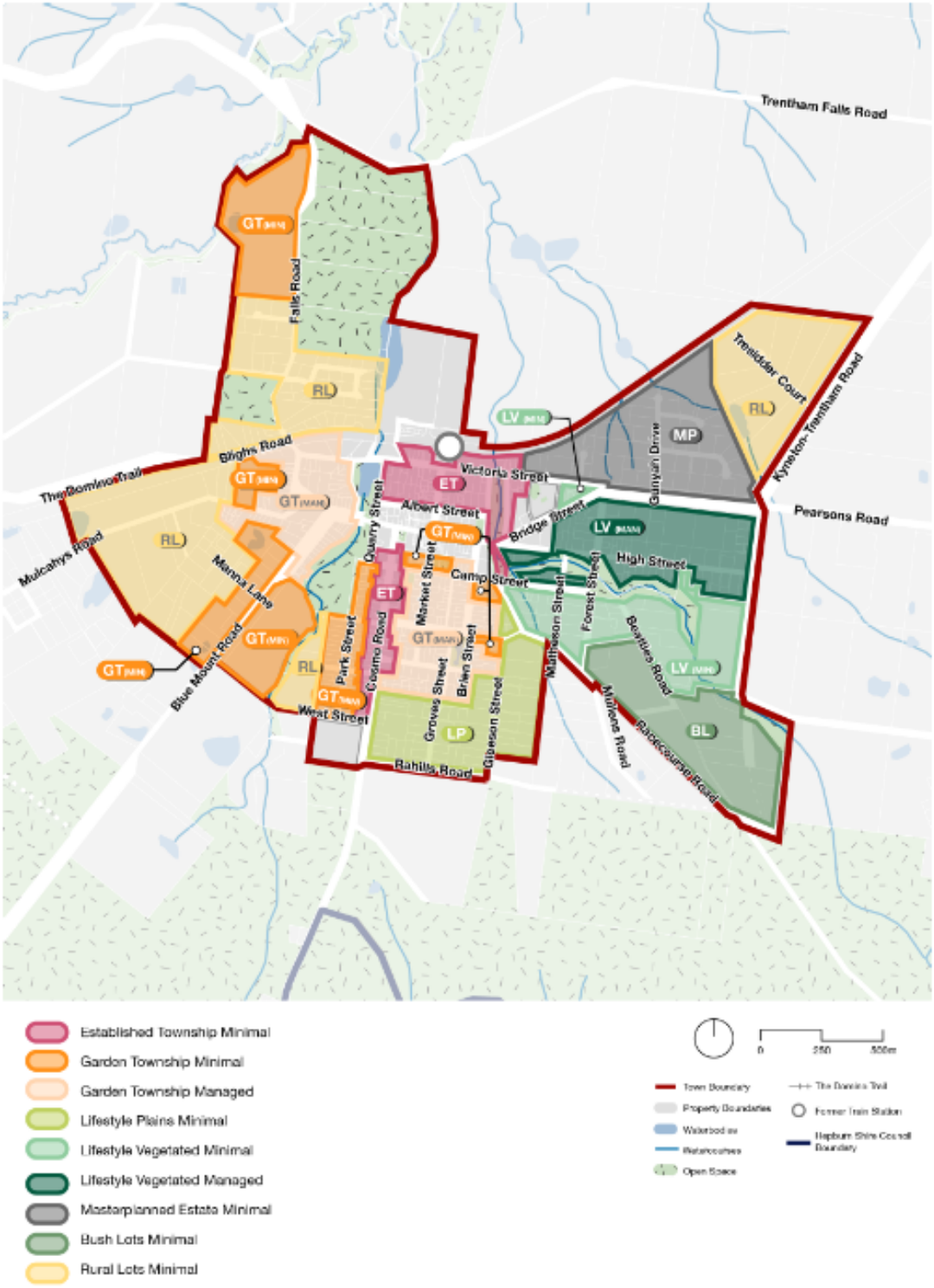


Figure 5: Character areas map from the Trentham Structure Plan showing the site in the 'Lifestyle vegetation minimal' area.

The application plans show building envelopes between 609 and 748 square metres – or in other order of 60- 70 houses 'squares'. These envelopes are substantially larger than what is reasonably required to establish even a very comfortable home

with a garage. The applicant noted at the planning conference for the application that it is highly unlikely that new homes will take up the whole of each building envelope. While that may be the case, it would seem appropriate to ensure this is the case in a manner that is consistent with the character of the area.

Front setbacks of 5 metres within the development are not consistent with a low-density outcome, the existing surrounding character and the intended character outcomes of the Trentham Structure Plan.

The existing character influence is the situation of the six homes opposite on the east side of Beatties Road and the composition of Beatties Road itself. These homes are setback between 6 to 17 metres from Beatties Road.

Unusually, the east side of Beatties Road provides a 13-metre verge in front of these houses with almost no verge on the west side of Beatties Road. This condition continues a little further down Beatties Road until the constructed road returns to a more conventional centre alignment within the road reserve.

This alignment is unlikely to change. While there is a need to upgrade Beatties Road to facilitate the development the carriageway alignment must maintain or improve sight lines at the bend in Beatties Road. Moving the constructed road east to enable a more equal verge space on either side, will worsen those sight lines by tightening the bend.

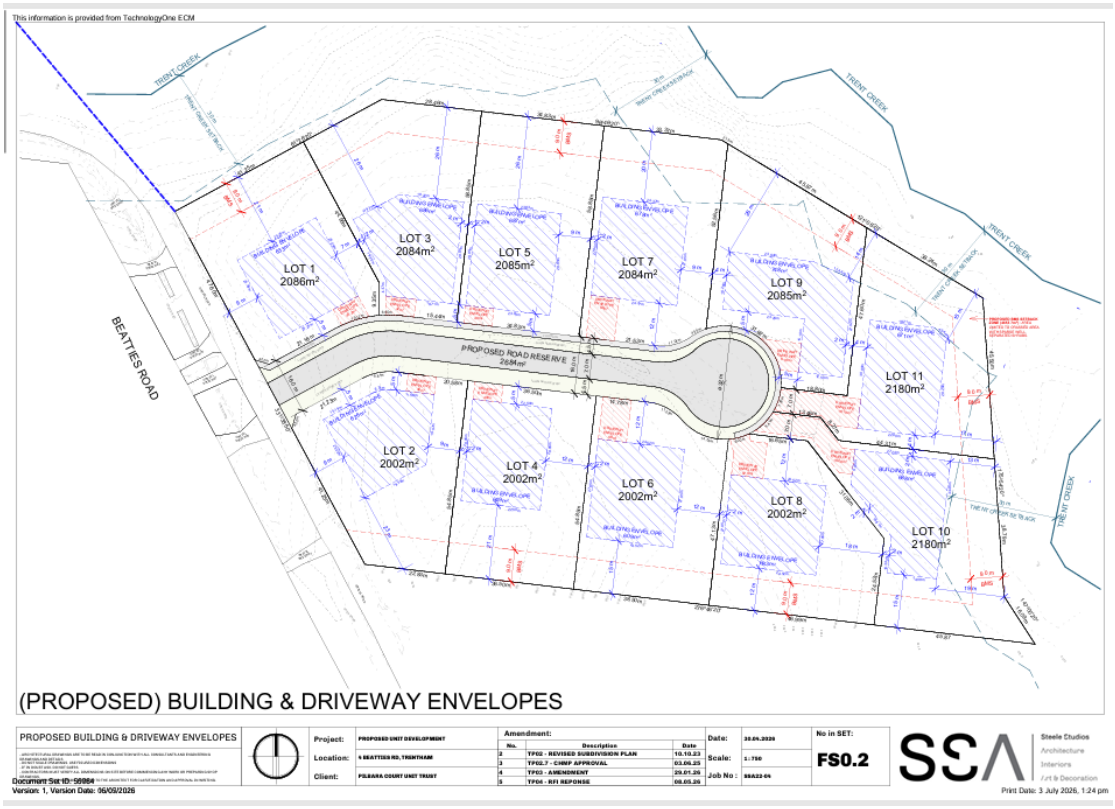


Figure 6: Aerial image of the northern end of Beatties Road showing existing homes to the east behind an approximately 13 metre verge and the constructed road abutting the application site boundary

The submitted plans show a 9-metre setback for new homes fronting Beatties Road. In these conditions more generous house setbacks are warranted in this development on the west side of Beatties Road.

To enable the development to achieve a more balance visual presentation for Beatties Road, and accounting for around a 1 metre reduction in the 13-metre east side verge resulting from widening the carriageway, a 12-metre setback to new homes facing Beatties is appropriate. This should be aided by low or no front fencing, and appropriate front landscaping sympathetic to the area that may or may not conceal fencing such as hedging or the like (see design guidelines discussion below).

To ensure there is space to obtain landscape views between homes, typical of a low-density setting, there should be a minimum of 6 metres between building envelopes. This will only affect the envelopes at the common boundary of lots 2 and 3 with the remainder distances providing at least 6 metres between buildings and more often substantially more.



Most preferred species listed in Table 1 at *Clause 12.01-1L Native vegetation and habitat protection* are capable of establishment on the site which is in the *Central Victorian Uplands* bioregion. This list should be used to inform the landscape element of the recommended design guidelines. However, the primary guide for landscaping should be bushfire responsive landscaping. The recommended design guideline conditions address this matter.

Environmental and Sustainability Issues

Future Hepburn is the most recent and thorough strategic review of the area and included environmental and sustainability assessments. This site was confirmed to be low density residential, with no proposed changes to the zone or overlays affecting

the site. The subdivision of the site creating residential lots that meet the minimum lot size is considered appropriate.

There is no native vegetation removal or impact identified from the proposal noting the site is cleared and appears to be maintained as shown below. A CEMP has been conditioned and will include works protection measures for Trent Creek and the creek reserve.

Any landscaping close to Trent Creek should be sensitively designed and addressed in the design guidelines required in recommended permit conditions.

Amenity Considerations

No development is proposed as part of this application, but it is noted that this proposal is to subdivide residential lots in an established residential zone and area. While future development will change the area, this is to be expected in a residential zone.

Street lighting will be required to the satisfaction of Council's Engineering team and in compliance with several Australian standards. This will be secured through permit conditions. Further all residential lighting will be required to meet relevant EPA standards regarding light spill and being appropriately baffled.

Council's Engineering team have supported the application and have created conditions to manage traffic and stormwater impacts.

Subdivision Layout

The proposed lot layout creates eleven lots, all of which achieve the minimum lot size for the zone, as the site has reticulated sewerage capability. Access to all lots will be via a newly created access road, which ends in a court bowl. No lots will access Beatties Road directly. The required clause 56 assessment for residential subdivision was completed, and the proposal complies with those requirements.

Net community benefit

The proposal, with the inclusion of limited changes via condition, will achieve a net community benefit. It provides new home sites in a serviced and zoned town site. It is capable of managing cultural and environmental impacts on the land, and from the environment on the development, in accordance with current legislation and standards. The character of the development is capable of improvement to ensure future homes on the site better fit into the neighbourhood.

Upgrades to infrastructure will ameliorate potential impacts of new traffic movement and a statutory public open space contribution will go towards the Shire's recreational open space fund for improvements to existing spaces.

While it will bring some extra population and activity to a relatively quiet corner of Trentham, the land's longstanding residential zoning envisaged this outcome and is

the site is capable of accommodating a development of this scale without unreasonably disrupting to the area's valued qualities.

POLICY AND STATUTORY IMPLICATIONS

This application meets Council's obligations as a 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, beyond what was discussed under the Key Issues: Environmental and Sustainability Issues section.

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, thirty-two objections have been received. The issues raised in the objections are addressed individually as follows.

Road safety and the poor condition of Beatties Road

Significant concerns have been raised in the objections as to the current condition of Beatties Road and how the existing road infrastructure could accommodate eleven new residential lots. Council's Engineering team supported the application with conditional consent. This includes a general upgrade from the intersection of Forest and Camp Streets to the southern end of the site frontage. The upgrade includes a sealed road, street lighting, stormwater drainage infrastructure, and line marking. The permit holder will pay for those works, with no new titles issued until all works are complete, inspected, and relevant consents issued.

Stormwater issues

Council's Engineering team supported the application with conditional consent. Several conditions relate to stormwater management including the requirement for

detention systems, submission, and approval of a stormwater strategy plan prior to new titles being issued, additional easements to be included on the plan, drainage outfalls to each lot and available connections to a legal point of discharge. The permit holder will pay for those works, with no new titles issued until all works are complete, inspected, and relevant consents issued.

Impacts to the character of Trentham and inconsistent with the Trentham Structure Plan

The proposal is not considered a high-density development as the minimum lot size of LDRZ1 has been met. The proposed lot design and sizes are typical of the general layout of lots in the area in Low Density Residential areas and the adjacent Neighbourhood Residential Zone. Adjustment to building envelopes and the inclusion of design guidelines is recommended via condition to ensure more sympathetic building setbacks, landscape and design.

Flora and fauna impact

Objections included issues with the displacement of native fauna from future development. The green corridor of Trent Creek is not considered impacted by the proposal and building envelopes have been designed to allow an effective setback from Trent Creek. No native vegetation is present on the site. A CEMP has been conditioned to include works protection measures for Trent Creek and the creek reserve.

It is acknowledged that the proposal will cause a change, but this issue would not be considered a strong ground to refuse an application on. Large areas of open space and forest remain in the general and wider area.

View impact

Several objections raised concerns with the impact of future development of dwellings on their views. There is no significant landscape overlay, or other visual protection measures, in place for the site.

It is acknowledged that the view line will change with future development, but it is considered that the current view line is not as of right. Rather, the adjoining properties have enjoyed their current view because they have had the benefit of no development occurring to date.

Building envelopes will protect public views to and along Trent Creek and along Beatties Road.

Impacts from future street and dwelling lighting.

Several objections refer to artificial light pollution with increased housing. Council's Engineering team have provided conditional consent, including conditions to control street lighting in line with standards. No development is proposed as part of this

application, but it is again noted that this is a residential area, and housing development is expected.

Bushfire Risk

The application has been considered by the CFA who provided conditional consent, with several conditions and ongoing restrictions for future dwellings.

It is noted that objectors may not appeal bushfire matters under the Bushfire Management Overlay as held by the Victorian Civil and Administrative Tribunal.

Precedent for future proposals

The application is assessed on its merits in its specific context and against the relevant planning considerations.

Aboriginal cultural heritage

Aboriginal cultural heritage was considered during the CHMP process. The CHMP provided has been approved by the local registered Aboriginal party and the recommended permit is consistent with the CHMP subject to inclusion of conditions.

Agricultural licence

Documentation was provided by an objector regarding an agricultural licenced for part of the adjoining creek area managed by the Department of Energy, Environment and Climate Action (DEECA). The licence does not apply to the subject site, so is not relevant to this application.

Potential local climate impacts

Issues were raised around wind topography and air flow impacts on Trentham created by future dwelling development. Another issue raised was impact on the freeze lines of Trent Creek.

In the most recent strategic review for this site, the Trentham Structure Plan (Future Hepburn) was adopted in 2024. Future Hepburn aimed to protect and enhance the existing character and productivity of farming areas, towns, and rural settlements through planning strategies for land use and development across the Shire. That plan did not identify any change to the proposed use of this site, instead it confirmed the site as low density residential.

The local climate impacts raised can’t be readily substantiated or measured. But considering the existing Trentham township, and the comparatively small size of this site, it is not anticipated that this site could overly impact the climate of Trentham as a whole.

7.2 52 HIGH STREET YANDOIT

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

DIRECTOR DEVELOPMENT AND COMMUNITY

In providing this advice to Council as the Manager Planning, I Matt Rogers have no interests to disclose in this report.

ATTACHMENTS

1. 52 High Street Yandoit [**7.2.1** - 10 pages]

EXECUTIVE SUMMARY

Council officers recommend granting a permit with conditions to establish a new two-bedroom dwelling at 52 High Street, Yandoit.

While the land is zoned Farming Zone, the proposal is more in the nature of infill development of an established small rural locality with community facilities.

The land's small size, substantial coverage with remnant native trees and small settlement context render the land marginal, at best, for profitable agriculture. Consolidation of the three parcels in the same ownership, as recommended, will somewhat improve potential for hobby-level agriculture.

Protection of future residents from farming operations to the east are acceptable with 32 metres between the proposed house and farm including the proposed front yard and the High Street road reserve. Proposed bedrooms face the farm and can be protected from agricultural noise through window treatments. A planted row of street trees in High Street will provide some protection from spray or cut hay drift noting the farm is downwind of the site in typical conditions.

The outcome will produce a net community benefit by providing additional housing in an established rural community on what is considered un-economic agricultural land.

The recommended permit conditions include safeguards for environmental, bushfire, water catchment and heritage values as well requiring lot consolidation and environmental land management of the land.

OFFICER'S RECOMMENDATION

That Council, having caused notice of Planning Application No. PLN26/0161 to be given under Section 52 of the Planning and Environment Act 1987*, and having considered all the matters required under Section 60 of the* Planning and Environment Act 1987*, decides to Grant a Permit under the Hepburn Planning Scheme in respect of the land known and described as lots 3, 4, and 1, 52 High Street Yandoit for Use and Development of a Dwelling subject to the following conditions:*

Compliance with documents approved under this permit

1. *At all times what the permit allows must be carried out in accordance with the requirements of any document approved under this permit to the satisfaction of the responsible authority.*

Amended plans

2. *Before the subdivision starts, amended plans must be approved and endorsed by the responsible authority. The plans must be:*

   - *prepared to the satisfaction of the responsible authority,*
   - *be drawn to scale with dimensions,*
   - *be generally in accordance with the plans forming part of the application, and*

   amended to show

   a. *triple-glazed windows to all bedrooms.*

Layout not altered

3. *The layout of the development must not be altered from the layout on the approved and endorsed plans without the written consent of the responsible authority.*

Consolidation

4. *Prior to works commencing, lots 1, 3, and 4 of title plan TP3368X must be consolidated under the Subdivision Act 1988.*

Land management plan

5. *The Land Management Plan prepared by Charyn Symes for 52 High Street, Yandoit VIC 3461, dated June 2026, must be endorsed to form part of this permit. The use, development and ongoing management of the land must be carried out in accordance with the endorsed Land Management Plan to the satisfaction of the Responsible Authority.*

Agreements under section 173 of the Act

6. *Before the development starts, the owner of the land must enter into an agreement with the responsible authority under Section 173 of the Planning and Environment Act 1987. The agreement must provide the following:*

   a) The ongoing implementation of the Land Management Plan endorsed under this Planning Permit.

   The owner of the land must pay all of the responsible authority's reasonable legal costs and expenses of this agreement, including preparation, review, execution and registration on title.

Mandatory conditions

6. *Any new dwelling allowed by this permit must not be connected to a reticulated gas service (within the meaning of clause 53.03 of the relevant planning scheme). This condition continues to have force and effect after the development authorised by this permit has been completed.*
7. *Access to the dwelling must be provided via an all-weather road with dimensions adequate to accommodate emergency vehicles.*
8. *The dwelling must be connected to reticulated sewerage, if available. If reticulated sewerage is not available all wastewater from the dwelling must be treated and retained within the lot in accordance with the requirements of the Environment Protection Regulations under the Environment Protection Act 2017 for an on-site wastewater management system.*
9. *The dwelling must be connected to a reticulated potable water supply or have an alternative potable water supply with adequate storage for domestic use as well as for firefighting purposes.*
10. *The dwelling must be connected to a reticulated electricity supply or have an alternative energy source.*

Goulburn-Murray Water

11. *All construction and ongoing activities must be in accordance with EPA Publication 1834.2 Civil Construction, Building and Demolition Guide (September 2025).*
12. *Prior to the commencement of any works, the parcels described as Crown Allotment 1 Section E Township of Yandoit Parish of Yandoit, Crown Allotment 3 Section E Township of Yandoit Parish of Yandoit and Crown Allotment 4 Section E Township of Yandoit Parish of Yandoit must be consolidated to create one parcel of land.*
13. *No buildings are to be constructed within 50 metres of any waterways or on any drainage lines.*
14. *Stormwater must be discharged to a legal point as nominated by the Responsible Authority. All infrastructure and works to manage stormwater must be in accordance with the requirements of the Responsible Authority.*
15. *All wastewater from the dwelling must be treated to a standard of at least 20mg/L BOD and 30mg/L suspended solids using a package treatment plant or equivalent. The system must have a certificate of conformity issued by the relevant body (or equivalent approval) and be installed, operated and maintained in accordance with the relevant Australian Standard(s) and EPA Guideline for Onsite Wastewater Management, May 2024, as updated or replaced.*
16. *The wastewater disposal area must be located in accordance with the setback distances set out in Table 4-10 of the EPA Guideline for Onsite Wastewater Management, May 2024, as updated or replaced.*

17. *All wastewater must be applied to land via pressure-compensating sub-surface irrigation installed along the contour.*
18. *The wastewater management system must be appropriately designed to manage the potential volume of wastewater generated under full occupancy (based on a minimum 2 bedrooms), including an appropriately sized disposal area based on a full water balance specific to the proposal and subject land in accordance with the requirements of the relevant Australian Standard(s) and EPA Guideline for Onsite Wastewater Management, May 2024, as updated or replaced.*
19. *The wastewater disposal area must be kept free of stock, buildings, driveways and service trenching and must be planted with appropriate vegetation (as outlined in Appendix 2.4.4 of the EPA Guideline for onsite wastewater effluent dispersal and recycling systems, May 2024) to maximise its performance. Stormwater must be diverted away. A reserve wastewater disposal field of equivalent size to the primary disposal field must be provided for use in the event that the primary field requires resting or has failed.*

Country Fire Authority conditions

20. *Before the development starts, the Bushfire Management Plan prepared by Regional Planning & Design Pty Ltd for 52 High Street, Yandoit, Version A, 5/6/2026 must be endorsed by the Responsible Authority. Once endorsed the plan must not be altered unless agreed to in writing by CFA and the Responsible Authority.*
21. *The bushfire protection measures forming art 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.*

Commencement of permit

22. *This permit will operate from the issued date of this permit.*

Expiry – development and use

23. *This permit as it relates to development, will expire if one of the following circumstances applies:*
    a) *The development is not started within three years of the issued date of this permit.*
    b) *The development is not completed within five years of the issued date of this permit.*
    c) *The use does not start within two years of completion of the development.*

In accordance with Section 69 of the Planning and Environment Act 1987, an application may be submitted to the responsible authority for an extension of the periods referred to in this condition.

Useful information:

(the following information does not form part of this permit)

a) *Prior to the construction of a crossover, a Works Within a Road Reserve permit is required from Council's Engineering team.*
b) *Prior to the installation or alteration of a new or existing septic tank, a permit to Council's Environmental Health team is required.*
c) *This site is located within a designated Bush Fire Prone Area. Compliance with AS3959 is required.*
d) *This permit does not constitute any authority to carry out any building works or occupy the building or part of the building unless all relevant building permits are obtained.*
e) *Flood levels for the 1% AEP probability (100-year ARI) have not been determined for this area under the Water Act 1989. However, information available at North Central CMA indicates that in the event of a 1% AEP flood event it is possible that the property may be subject to inundation from unnamed tributary of Yandoit Creek.*

MOTION

That Council, having caused notice of Planning Application No. PLN26/0161 to be given under Section 52 of the Planning and Environment Act 1987*, and having considered all the matters required under Section 60 of the* Planning and Environment Act 1987*, decides to Grant a Permit under the Hepburn Planning Scheme in respect of the land known and described as lots 3, 4, and 1, 52 High Street Yandoit for Use and Development of a Dwelling subject to the following conditions:*

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disposal field of equivalent size to the primary disposal field must be provided for use in the event that the primary field requires resting or has failed.

Country Fire Authority conditions

20. *Before the development starts, the Bushfire Management Plan prepared by Regional Planning & Design Pty Ltd for 52 High Street, Yandoit, Version A, 5/6/2026 must be endorsed by the Responsible Authority. Once endorsed the plan must not be altered unless agreed to in writing by CFA and the Responsible Authority.*
21. *The bushfire protection measures forming art 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.*

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d) *This permit does not constitute any authority to carry out any building works or occupy the building or part of the building unless all relevant building permits are obtained.*

e) *Flood levels for the 1% AEP probability (100-year ARI) have not been determined for this area under the Water Act 1989. However, information available at North Central CMA indicates that in the event of a 1% AEP flood event it is possible that the property may be subject to inundation from unnamed tributary of Yandoit Creek.*

Moved: Cr Pat Hockey
Seconded: Cr Tim Drylie
Carried

Voted for: Cr Shirley Cornish, Cr Tim Drylie, Cr Don Henderson, Cr Lesley Hewitt and Cr Pat Hockey
Voted against: Nil
Abstained: Nil

BACKGROUND

Site and Surrounds

The site is 52 High Street, Yandoit and comprises 6,090 m² across three lots. It is within the historic Yandoit Township and is currently vacant. The eastern portion of the site adjacent to High Street is open and cleared. The western section contains native vegetation, remnant eucalypts and a historic water race associated with the area's gold mining history.

The site forms part of the Yandoit Township Heritage Precinct and is surrounded by a mix of existing dwellings, community buildings, and rural land. Nearby development includes the Yandoit Primary School, former Mechanics Institute, former General Store, and various residential properties along High Street.

High Street is a sealed road with continuous sealed road access to the regional road network.

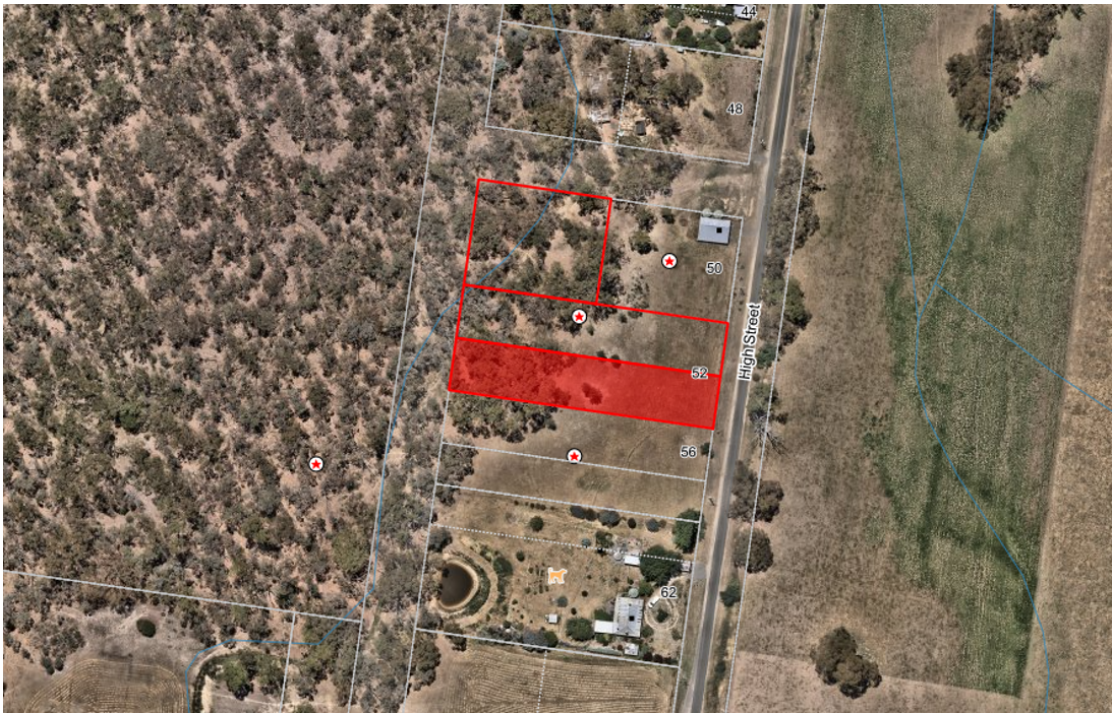


Figure 1: Aerial image showing the L-shaped site with three parcels roughly 50 per cent treed and frontage to High Street facing east.

Source: *Hepburn Enterprise Maps.*





Figure 2: Google Maps June 2026 imagery showing above the view east across High Street to active agricultural land and below looking north along High Street showing modest dwelling in foreground, primary school in middle distance and agricultural land to right or east.

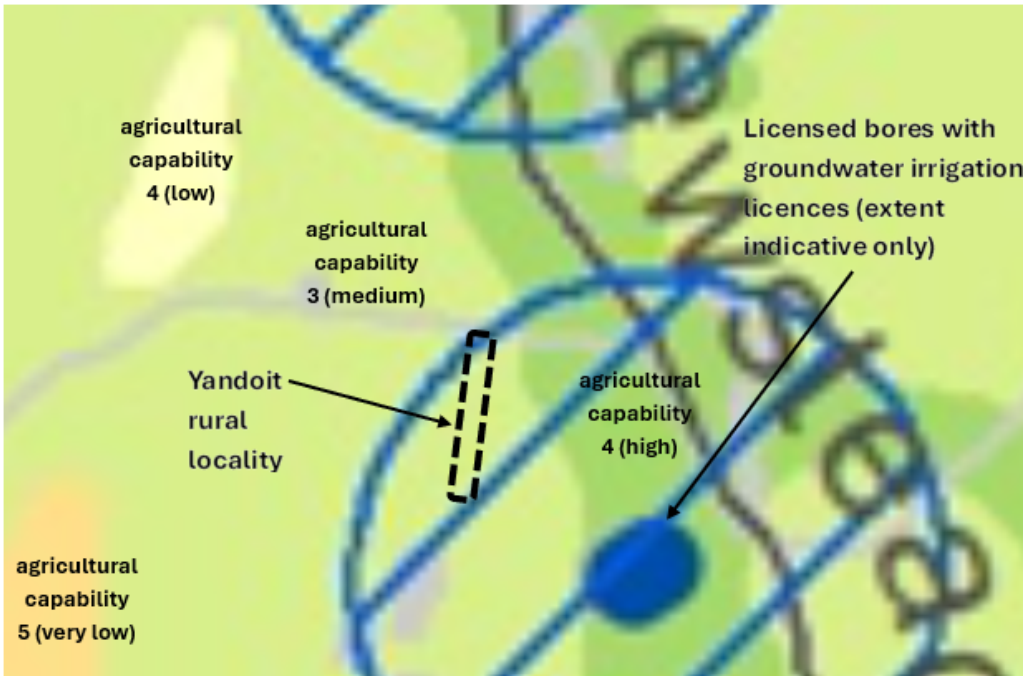


Figure 3: Excerpt from *Rural Hepburn* (page 68) showing agricultural capability and irrigation development with mid-level capability around Yandoit rural locality and high capability further east along Larni Barramal Yaluk valley.

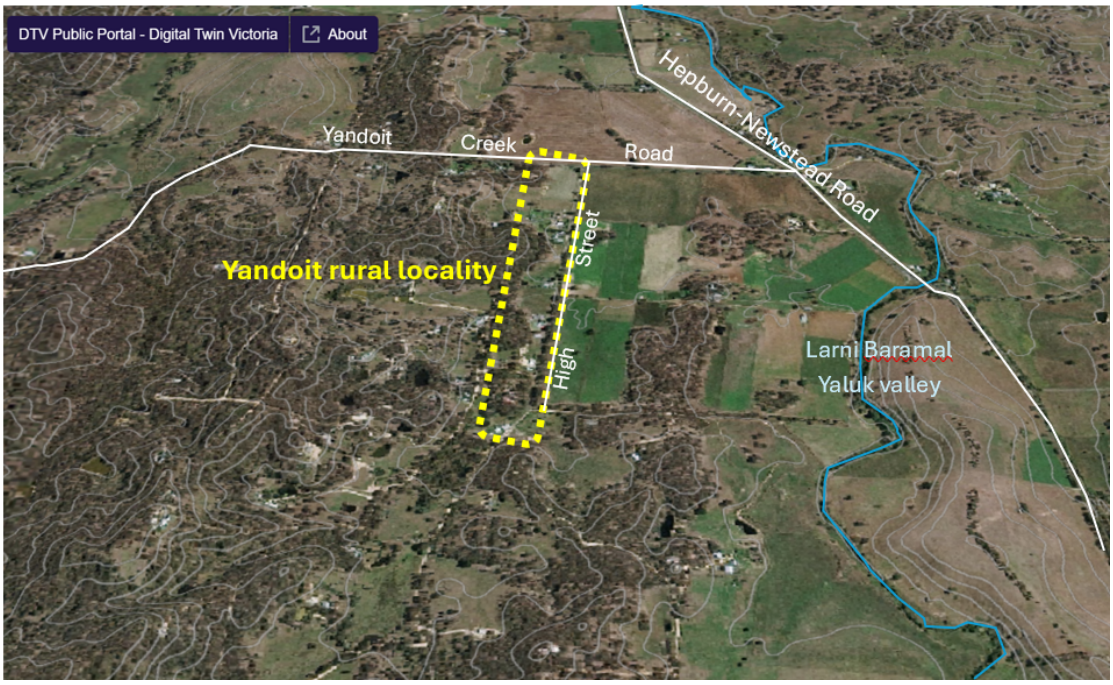


Figure 4: Aerial photograph of area with contours overlaid showing location of High Street, Yandoit and connecting sealed road to north and northeast, Larni Barramal

Yaluk to the east, as well as partial agricultural development to the east and forested hilly areas to the west and south.

Proposal

The proposal is to construct and use a 101 square metre, two-bedroom single-storey weatherboard cottage with a corrugated iron roof (a 'dwelling') with a new 4 x 2.5 metre shed and fencing.

The dwelling is 12 metres from the street front and equidistant from the north and south site boundaries. The shed, water tanks and wastewater lines are beside the southern side of the dwelling.

Planning controls applying to the site and proposal

Zone	Farming Zone	
Overlay	Environmental Significance Overlay - Schedule 1 Bushfire Management Overlay Heritage Overlay	
Particular Provisions	52.12 Bushfire Protection Exemptions 53.02 Bushfire Planning 53.03 Residential reticulated gas service connection	
Relevant Provisions of the PPF	Clause 02.01 Context Clause 02.02 Vision Clause 02.03-1 Settlement Clause 02.03-2 Environmental and landscape values Clause 02.03-3 Environmental risks and amenity Clause 02.03-4 Natural resource management Clause 13.02-1S Bushfire Planning Clauses 14.01-1S and 14.01-1L Protection of agricultural land Clause 14.02-1S Catchment planning and management Clause 14.02-1L Catchment and land protection Clause 14.02-2S Water quality Clauses 15.03-1S and 15.03-1L Heritage	
	35.07-1	Use of the land for a section 2 use (dwelling)

Under what clause(s) is a permit required?	35.07-4	A building or works associated with a use in Section 2 of Clause 35.07-1
	35.07-4	A building which is within 100 metres from a waterway
	35.07-4	A building which is within 20 metres from a road
	35.07-4	A building which is within 100 metres from a dwelling not in the same ownership
	44.06-2	Construct a building or construct or carry out works associated with accommodation (dwelling)
	42.01-2	Construct a building or construct or carry out works
	43.01-1	Construct a building or construct or carry out works
Objections?	None	

KEY ISSUES

Assessment against Hepburn Planning Scheme

Protection of agricultural land

Council's adopted *Rural Hepburn* strategy (see also assessment below) identifies Yandoit as a rural locality. Rural localities are characterised by small rural dispersed population, reliant on other settlements for wider range of services, and unlikely to have reticulated sewerage or water.

Under the adopted Rural Strategy, dwelling development in the farming zone that is not associated with a productive agricultural use is not supported in rural locations. Further expansion of small settlements is not supported.

The strip of small lots on the west side of High Street Yandoit is somewhat unique in the Farming Zone. It presents as an active small rural community setting. There is very limited consolidation potential to enable productive profitable agriculture with:

- Property holdings in many ownerships
- Potential parcel consolidation within a property holding still resulting in very small lots for the purposes of agriculture.
- Several existing dwellings present.
- An historic, unmade road reserve to the rear of all lots.
- The presence of a primary school and a mechanics institute/community hall
- A developed public recreation facility including hard courts.



Figure 5: Map of property holdings around High Street Yandoit, showing extensive historic small subdivision and public road reservations (unformed) west of High Street and larger conventional farming size properties east of High Street.



Figure 6: Aerial photograph of the western side of High Street Yandoit, showing the historic subdivision and development pattern.

This small settlement setting effectively makes the current proposal an 'infill' home and does not offend the primary principle of *Rural Hepburn* to protect agricultural.

Council adopted Rural Hepburn Strategy (Future Hepburn, Hepburn Shire Council, 2024)

Council may consider any document it has adopted. *Rural Hepburn* and the *Future Hepburn* suite of documents are relevant to this decision.

The applicable principles from *Future Hepburn* are listed below with an officer assessment following each principle:

> *The highest priority in decision making is given to protection of productive agricultural land, significant landscapes, biodiversity and water catchments.*

With appropriate management through permit conditions and building siting, this proposal would not threaten productive agriculture on the site or on adjoining land. Neither will it cause unacceptable detriment to, biodiversity, water catchments or any significant landscape.

> *The precautionary principle will apply in relation to bushfire. Development will be directed to the lowest risk locations and future development will be avoided in high-risk locations.*

A dwelling on this site is capable of protection from fire risk and evacuation paths are clear.

> *Housing and employment will be accommodated in established towns within clearly defined settlement boundaries.*

Rural Hepburn is part of the broader *Future Hepburn* suite of documents. *Future Hepburn* as whole seeks to increase the proportion of new housing being established in towns. *Future Hepburn* acknowledges that existing small settlements and rural communities are present in Hepburn, are a valued and needed part of Shire life, and will continue to generate limited demand for housing.

The critical *Future Hepburn* policy driver is to *reduce the proportion of housing in non-town locations* and ensure non-town housing demonstrates that agricultural land use remains protected. Current location data for new house completion shows that the proportion of new housing in farming areas has substantially reduced since Council adopted *Future Hepburn*.

> *Non-urban green breaks will be maintained between settlements.*

The dwelling site is within the existing small settlement boundary of Yandoit.

> *Legacies of past planning decisions are not justification for maintaining inappropriate planning policy or provide precedence.*

While the small subdivision pattern of this settled part of Yandoit may be a legacy, it is more likely a legacy of private landowner and community decisions before the era of modern town planning. The likelihood of undoing such historic land development patterns in the settled area of Yandoit is very remote.

The uniqueness of this settlement pattern also points to a low likelihood of setting a precedent for residential occupation of farming land more broadly i.e. beyond the limited opportunities within small settlements that aren't subject to significant environment, servicing or risk constraints.

On balance, Council officers consider that allowing a modest dwelling on this site and ensuring retention and enhancement of native vegetation is a better outcome overall than what could be achieved by seeking to enforce agricultural use on this site that is incapable of delivering such use.

The site is substantially less than as-of-right minimum 20 hectares for a dwelling in the Farming Zone. While the land is zoned Farming Zone, the proposal is more in the nature of infill development of an established small rural locality with community facilities.

The land's small size, substantial coverage with remnant native trees and small settlement context render the land marginal, at best, for profitable agriculture. Consolidate of the three parcels in the same ownership, as recommended, will somewhat improve potential for hobby-level agriculture.

Protection of future residents from farming operations to the east are acceptable with 32 metres between the proposed house and farm including the proposed front yard and the High Street road reserve. Proposed bedrooms face the farm and should be protected from agricultural noise through triple-glazed window treatments. A planted row of street trees in High Street will provide some protection from spray or cut hay drift noting the farm is downwind of the site in typical conditions.

Development of a dwelling onsite in unlikely to impact farming activity in the wider area. Protection of future resident from farming operations to the east are acceptable, with 32 metres between the proposed house and farm including the proposed front yard and the High Street road reserve. A planted row of street trees in High Street will provide some protection from spray or cut hay drift noting the farm is downwind of the site in typical conditions.

Biodiversity

The land does have remnant native trees, some of which can be protected through requiring a land management plan in association with a dwelling permit. A recommended condition on permit is for a land management plan.

There will be minimal impacts on existing biodiversity extending only to tree clearing to enable bushfire protection.

Scope to enhance environmental values through an endorsed land management plan.

Development is contained in a small lot within established residential setting, with limited impacts on surrounding habitat and ecological values.

Bushfire Planning

All required bushfire assessments have been prepared and meet the required risk mitigation objectives. Defendable space can be established and maintained to reduce fire risk. In the event of evacuation, the land has immediate sealed road access leading north and east away from the forest bushfire hazard to the west and south.

Catchment land and water quality protection

The application is supported by water authority with conditions to manage on-site wastewater.

Heritage Conservation

Dwelling design is sympathetic to established character and heritage significance of area.

Neighbourhood Character

The proposed dwelling is highly consistent with the existing historic character of homes on the settled strip of High Street. The dwelling setback from High Street is less than the 20 metre trigger for consideration under the Farming Zone. It is also less than 100 metres from a neighbouring dwelling trigger under the Farming Zone.

The proposed 12 metre setback from High Street is in the middle range of the existing setback range of dwellings on High Street of between 0 to 17 metres. No dwelling is currently located more than 20 metres from High Street.

The proposal is 80 metres from an existing dwelling to the south at no. 62. A concurrently recommended dwelling approval at no. 56 would be 25 metres away. Again, given the small settlement setting and the absence of agriculture activity or real capacity on the west side of High Street, these distances do not evidence any real detriment to the rural character of the settlement or the amenity of nearby homes.

POLICY AND STATUTORY IMPLICATIONS

Council must consider this application in its role as a responsible authority under section 14 of the *Planning and Environment Act 1987.*

A summary assessment against the relevant policy and statutory requirements is contained above in this report.

GOVERNANCE ISSUES

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

SUSTAINABILITY IMPLICATIONS

The retention and enhancement of native vegetation through an endorsed land management plan is expected to create a positive sustainability outcome.

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, no objections have been received.

7.3 56 HIGH STREET YANDOIT

Go to 00:49:12 in the meeting recording to view this item.

DIRECTOR DEVELOPMENT AND COMMUNITY

In providing this advice to Council as the Manager Planning, I Matt Rogers have no interests to disclose in this report.

ATTACHMENTS

1. 56 High Street Yandoit [**7.3.1** - 18 pages]

EXECUTIVE SUMMARY

Council officers recommend granting a permit with conditions to establish a new two-bedroom dwelling at 56 High Street, Yandoit.

While the land is zoned Farming Zone, the proposal is more in the nature of infill development of an established small rural locality with community facilities.

The land's small size, substantial coverage with remnant native trees and small settlement context render the land marginal, at best, for profitable agriculture. Consolidation of the two parcels in the same ownership, as recommended, will improve potential for hobby-level agriculture.

Protection of future residents from farming operations to the east are acceptable with 37.7 metres between the proposed house and farm including the proposed front yard and the High Street road reserve. One proposed bedroom faces the farm and can be protected from agricultural noise through acoustic window treatments. A planted row of street trees in High Street will provide some protection from spray or cut hay drift noting the farm is downwind of the site in typical conditions.

The outcome will produce a net community benefit by providing additional housing in an established rural community on what is considered, un-economic agricultural land.

The recommended permit conditions include safeguards for environmental, bushfire, water catchment and heritage values as well requiring lot consolidation and environmental land management of the land.

OFFICER'S RECOMMENDATION

That Council, having caused notice of Planning Application No. PLN26/0175 to be given under Section 52 of the Planning and Environment Act 1987*, and having considered all the matters required under Section 60 of the* Planning and Environment Act 1987*, decides to Grant a Permit under the Hepburn Planning Scheme in respect of the land known and described as lots 5 and 6, 56 High Street Yandoit for Use and Development of a Dwelling subject to the following conditions:*

Compliance with documents approved under this permit

1. *At all times what the permit allows must be carried out in accordance with the requirements of any document approved under this permit to the satisfaction of the responsible authority.*

Amended plans

2. *Before the subdivision starts, amended plans must be approved and endorsed by the responsible authority. The plans must be:*

   - *prepared to the satisfaction of the responsible authority,*
   - *be drawn to scale with dimensions,*
   - *be generally in accordance with the plans forming part of the application, and*
   - *amended to show*

   triple-glazed windows to the east facing bedroom.

Layout not altered

3. *The layout of the development must not be altered from the layout on the approved and endorsed plans without the written consent of the responsible authority.*

Consolidation

4. *Prior to works commencing, Crown Allotments 5 and 6, Section E, Township of Yandoit, Parish of Yandoit shown on title plan TP3368X must be consolidated under the* Subdivision Act 1988.

Land Management Plan

5. *The Land Management Plan prepared by Stephanie Richards for 56 High Street, Yandoit VIC, must be endorsed to form part of this permit. The use, development and ongoing management of the land must be carried out in accordance with the endorsed Land Management Plan to the satisfaction of the Responsible Authority.*

Agreements under section 173 of the Act

6. *Before the development starts, the owner of the land must enter into an agreement with the responsible authority under Section 173 of the Planning and Environment Act 1987. The agreement must provide the following:*
   a) The ongoing implementation of the Land Management Plan endorsed under this Planning Permit.

   The owner of the land must pay all of the responsible authority's reasonable legal costs and expenses of this agreement, including preparation, review, execution and registration on title.

Mandatory conditions

6. *Any new dwelling allowed by this permit must not be connected to a reticulated gas service (within the meaning of clause 53.03 of the relevant planning scheme). This condition continues to have force and effect after the development authorised by this permit has been completed.*
7. *Access to the dwelling must be provided via an all-weather road with dimensions adequate to accommodate emergency vehicles.*
8. *The dwelling must be connected to reticulated sewerage, if available. If reticulated sewerage is not available all wastewater from the dwelling must be treated and retained within the lot in accordance with the requirements of the Environment Protection Regulations under the Environment Protection Act 2017 for an on-site wastewater management system.*
9. *The dwelling must be connected to a reticulated potable water supply or have an alternative potable water supply with adequate storage for domestic use as well as for firefighting purposes.*
10. *The dwelling must be connected to a reticulated electricity supply or have an alternative energy source.*

Goulburn-Murray Water

11. *All construction and ongoing activities must be in accordance with EPA Publication 1834.2 Civil Construction, Building and Demolition Guide (September 2025).*
12. *Prior to the commencement of any works, the parcels described as Crown Allotment 6 Section E Township of Yandoit Parish of Yandoit and Crown Allotment 5 Section E Township of Yandoit Parish of Yandoit must be consolidated to create one parcel of land.*
13. *No buildings are to be constructed within 50 metres of any waterways or on any drainage lines.*
14. *Stormwater must be discharged to a legal point as nominated by the Responsible Authority. All infrastructure and works to manage stormwater must be in accordance with the requirements of the Responsible Authority.*
15. *All wastewater from the dwelling must be treated to a standard of at least 20mg/L BOD and 30mg/L suspended solids using a package treatment plant or equivalent. The system must have a certificate of conformity issued by the relevant body (or equivalent approval) and be installed, operated and maintained in accordance with the relevant Australian Standard(s) and EPA Guideline for Onsite Wastewater Management, May 2024, as updated or replaced.*
16. *The wastewater disposal area must be located in accordance with the setback distances set out in Table 4-10 of the EPA Guideline for Onsite Wastewater Management, May 2024, as updated or replaced.*
17. *All wastewater must be applied to land via pressure-compensating sub-surface irrigation installed along the contour.*

18. *The wastewater management system must be appropriately designed to manage the potential volume of wastewater generated under full occupancy (based on a minimum 2 bedrooms), including an appropriately sized disposal area based on a full water balance specific to the proposal and subject land in accordance with the requirements of the relevant Australian Standard(s) and EPA Guideline for Onsite Wastewater Management, May 2024, as updated or replaced.*
19. *The wastewater disposal area must be kept free of stock, buildings, driveways and service trenching and must be planted with appropriate vegetation (as outlined in Appendix 2.4.4 of the EPA Guideline for onsite wastewater effluent dispersal and recycling systems, May 2024) to maximise its performance. Stormwater must be diverted away. A reserve wastewater disposal field of equivalent size to the primary disposal field must be provided for use in the event that the primary field requires resting or has failed.*

Country Fire Authority conditions

20. *Before the development starts, the Bushfire Management Plan prepared by Regional Planning & Design Pty Ltd for 56 High Street, Yandoit, Version C, 22/7/2026 must be endorsed by the Responsible Authority. Once endorsed the plan must not be altered unless agreed to in writing by CFA and the Responsible Authority.*
21. *The bushfire protection measures forming art 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.*

Commencement of permit

22. *This permit will operate from the issued date of this permit.*

Expiry – development and use

23. *This permit as it relates to development, will expire if one of the following circumstances applies:*
    a) *The development is not started within three years of the issued date of this permit.*
    b) *The development is not completed within five years of the issued date of this permit.*
    c) *The use does not start within two years of completion of the development.*

    In accordance with Section 69 of the Planning and Environment Act 1987, an application may be submitted to the responsible authority for an extension of the periods referred to in this condition.

Useful information:

(the following information does not form part of this permit)

a) *Prior to the construction of a crossover, a Works Within a Road Reserve permit is required from Council's Engineering team.*
b) *Prior to the installation or alteration of a new or existing septic tank, a permit to Council's Environmental Health team is required.*
c) *This site is located within a designated Bush Fire Prone Area. Compliance with AS3959 is required.*
d) *This permit does not constitute any authority to carry out any building works or occupy the building or part of the building unless all relevant building permits are obtained.*
e) *Flood levels for the 1% AEP probability (100-year ARI) have not been determined for this area under the Water Act 1989. However, information available at North Central CMA indicates that in the event of a 1% AEP flood event it is possible that the property may be subject to inundation from unnamed tributary of Yandoit Creek.*

MOTION

That Council, having caused notice of Planning Application No. PLN26/0175 to be given under Section 52 of the Planning and Environment Act 1987*, and having considered all the matters required under Section 60 of the* Planning and Environment Act 1987*, decides to Grant a Permit under the Hepburn Planning Scheme in respect of the land known and described as lots 5 and 6, 56 High Street Yandoit for Use and Development of a Dwelling subject to the following conditions:*

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    triple-glazed windows to the east facing bedroom.

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e) *Flood levels for the 1% AEP probability (100-year ARI) have not been determined for this area under the Water Act 1989. However, information available at North Central CMA indicates that in the event of a 1% AEP flood event it is possible that the property may be subject to inundation from unnamed tributary of Yandoit Creek.*

Moved: Cr Don Henderson
Seconded: Cr Lesley Hewitt
Carried

Voted for: Cr Shirley Cornish, Cr Tim Drylie, Cr Don Henderson, Cr Lesley Hewitt and Cr Pat Hockey
Voted against: Nil
Abstained: Nil

BACKGROUND

Site and Surrounds

The subject land is located at 56 High Street, Yandoit and comprises approximately 3,600 square metres across two lots. The site is situated in the settlement of Yandoit and is currently vacant.

The eastern portion of the site adjacent to High Street is relatively open and cleared, whilst the western section contains native vegetation, remnant eucalypts and a historic water race associated with the area's gold mining history.

The site forms part of the Yandoit Township Heritage Precinct and is surrounded by a mix of existing dwellings, community buildings, and rural land. Nearby development includes the Yandoit Primary School, former Mechanics Institute, former General Store, and various residential properties along High Street.

High Street is a sealed road with continuous sealed road access to the regional road network.



Figure 1: Aerial image showing the site (two lots combined with roughly 25 per cent vegetated, with the balance cleared).

Source: Hepburn Enterprise Maps.



Figure 2: Google Maps June 2026 imagery showing above the view east across High Street to active agricultural land and below looking north along High Street showing modest dwelling in foreground, primary school in middle distance and agricultural land to right or east.

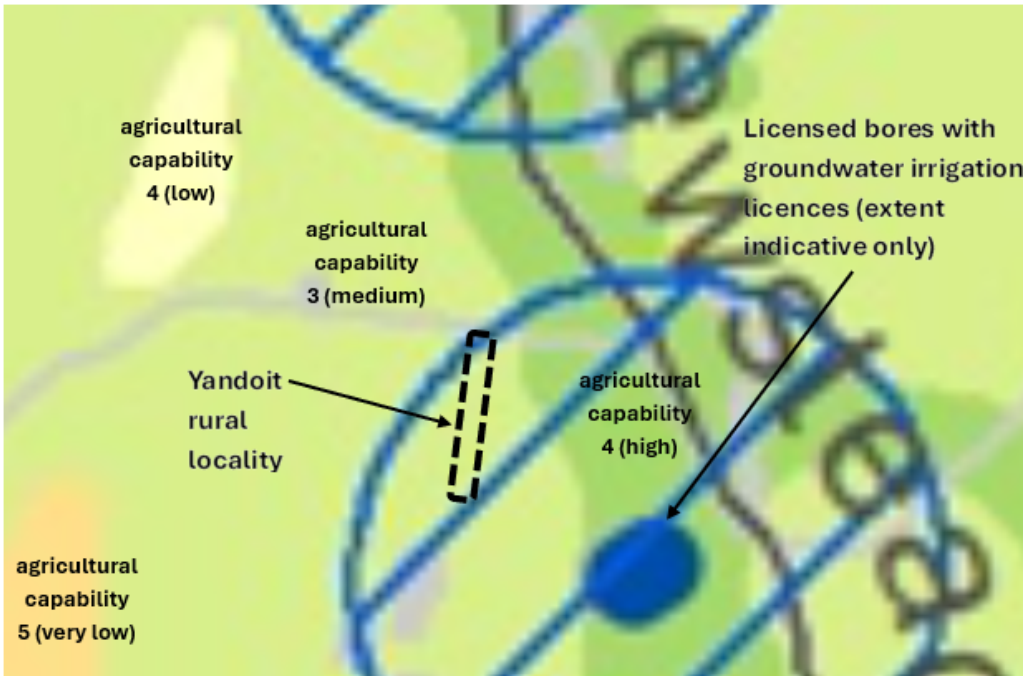


Figure 3: Excerpt from *Rural Hepburn* (page 68) showing agricultural capability and irrigation development with mid-level capability around Yandoit rural locality and high capability further east along Larni Baramal Yaluk valley.

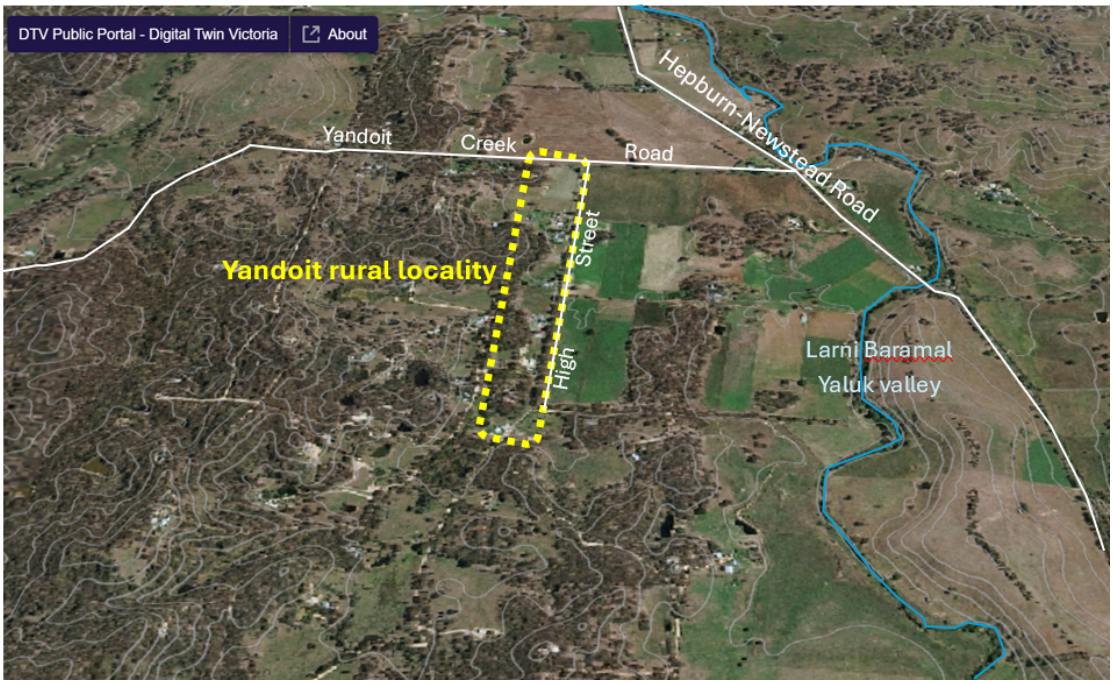


Figure 4: Aerial photograph of area with contours overlaid showing location of High Street, Yandoit and connecting sealed road to north and northeast, Larni Baramal Yaluk to the east, as well as partial agricultural development to the east and forested hilly areas to the west and south.

Proposal

The application seeks approval for the use and development of a single dwelling. The proposal is for a 203 square metre, two-bedroom, single-storey weatherboard cottage with a corrugated iron roof. The dwelling will be setback approximately 17 metres from High Street. A timber front fence is proposed, similar to existing front fences on High Street. An integrated garage is proposed to the south of the dwelling with water tanks beside the garage.

Relevant Planning Ordinance applying to the site and proposal

Zoning:	35.07 Farming Zone	
Overlays:	42.01 Environmental Significance Overlay- Schedule 1 44.06 Bushfire Management Overlay 43.01 Heritage Overlay	
Particular Provisions	52.12 Bushfire Protection Exemptions 53.02 Bushfire Planning 53.03 Residential reticulated gas service connection	
Relevant Provisions of the PPF	Clause 02.01 Context Clause 02.02 Vision Clause 02.03-1 Settlement Clause 02.03-2 Environmental and landscape values Clause 02.03-3 Environmental risks and amenity Clause 02.03-4 Natural resource management Clause 13.02-1S Bushfire Planning Clause 14.01-1S Protection of agricultural land Clause 14.01-1L Protection of agricultural land Clause 14.02-1S Catchment planning and management Clause 14.02-1L Catchment and land protection Clause 14.02-2S Water quality Clause 15.03-1L and S Heritage	
Under what clause(s) is a permit required?	35.07-1	Use of the land for a section 2 use (dwelling)
	35.07-4	A building or works associated with a use in Section 2 of Clause 35.07-1

	35.07-4	A building which is within 100 metres from a waterway
	35.07-4	A building which is within 20 metres from a road
	35.07-4	A building which is within 100 metres from a dwelling not in the same ownership
	44.06-2	Construct a building or construct or carry out works associated with accommodation (dwelling)
	42.01-2	Construct a building or construct or carry out works
	43.01-1	Construct a building or construct or carry out works
Objections	None	

KEY ISSUES

Assessment against Hepburn Planning Scheme

Protection of agricultural land

Council's adopted *Rural Hepburn* strategy (see also assessment below) identifies Yandoit as a rural locality. Rural localities are characterised by small rural dispersed population, reliant on other settlements for wider range of services, and unlikely to have reticulated sewerage or water.

Under the adopted Rural Strategy, dwelling development in the farming zone that is not associated with a productive agricultural use is not supported in rural locations. Further expansion of small settlements is not supported.

The strip of small lots on the west side of High Street Yandoit is somewhat unique in the Farming Zone. It presents as an active small rural community setting. There is very limited consolidation potential to enable productive profitable agriculture with:

- Property holdings in many ownerships
- Potential parcel consolidation within a property holding still resulting in very small lots for the purposes of agriculture.
- Several existing dwellings present.
- An historic, unmade road reserve to the rear of all lots.
- The presence of a primary school and a mechanics institute/community hall

- A developed public recreation facility including hard courts.



Figure 5: Map of property holdings around High Street Yandoit, showing extensive historic small subdivision and public road reservations (unformed) west of High Street and larger conventional farming size properties east of High Street.

This small settlement setting effectively makes the current proposal an 'infill' home and does not offend the primary principle of *Rural Hepburn* to protect agricultural.

Council adopted Rural Hepburn Strategy (Future Hepburn, Hepburn Shire Council, 2024)

Council may consider any document it has adopted. *Rural Hepburn* and the *Future Hepburn* suite of documents are relevant to this decision.

The applicable principles from *Future Hepburn* are listed below with an officer assessment following each principle:

> *The highest priority in decision making is given to protection of productive agricultural land, significant landscapes, biodiversity and water catchments.*

With appropriate management through permit conditions and building siting, this proposal would not threaten productive agricultural on the site or on adjoining land. Neither will cause unacceptable detriment to, biodiversity, water catchments or any significant landscape.

> *The precautionary principle will apply in relation to bushfire. Development will be directed to the lowest risk locations and future development will be avoided in high-risk locations.*

A dwelling on this site is capable of protection from fire risk and evacuation paths are clear.

> *Housing and employment will be accommodated in established towns within clearly defined settlement boundaries.*

Rural Hepburn is part of the broader *Future Hepburn* suite of documents. *Future Hepburn* as whole seeks to increase the proportion of new housing being established in towns. *Future Hepburn* acknowledges that existing small settlements and rural communities are present in Hepburn, are a valued and needed part of Shire life, and will continue to generate limited demand for housing.

The critical *Future Hepburn* policy driver is to *reduce the proportion of housing in non-town locations* and ensure non-town housing demonstrates that agricultural land use remains protected. Current location data for new house completion shows that the proportion of new housing in farming areas has substantially reduced since Council adopted *Future Hepburn*.

> *Non-urban green breaks will be maintained between settlements.*

The dwelling site is within the existing small settlement boundary of Yandoit.

> *Legacies of past planning decisions are not justification for maintaining inappropriate planning policy or provide precedence.*

While the small subdivision pattern of this settled part of Yandoit may be a legacy, it is more likely a legacy of private landowner and community decisions before the era of modern town planning . The likelihood of undoing such historic land development patterns in the settled area of Yandoit is very remote.

The uniqueness of this settlement pattern also points to a low likelihood of setting a precedent for residential occupation of farming land more broadly i.e. beyond the limited opportunities within small settlements that aren't subject to significant environment, servicing or risk constraints.

On balance, Council officers consider that allowing a modest dwelling on this site and ensuring retention and enhancement of native vegetation is a better outcome overall than what could be achieved by seeking to enforce agricultural use on this site that is incapable of delivering such use.

The site is substantially less than as-of-right minimum 20 hectares for a dwelling in the Farming Zone. While the land is zoned Farming Zone, the proposal is more in the nature of infill development of an established small rural locality with community facilities.

The land's small size, substantial coverage with remnant native trees and small settlement context render the land marginal, at best, for profitable agriculture. Consolidate of the three parcels in the same ownership, as recommended, will somewhat improve potential for hobby-level agriculture.

Protection of future residents from farming operations to the east are acceptable with 37.7 metres between the proposed house and farm including the proposed front yard and the High Street road reserve. One proposed bedroom face the farm and should be protected from agricultural noise through triple-glazed window treatments. A planted row of street trees in High Street will provide some protection from spray or cut hay drift noting the farm is downwind of the site in typical conditions.

Development of a dwelling onsite in unlikely to impact farming activity in the wider area. Protection of future resident from farming operations to the east are acceptable, with 37.7 metres between the proposed house and farm including the proposed front yard and the High Street road reserve. A planted row of street trees in High Street will provide some protection from spray or cut hay drift noting the farm is downwind of the site in typical conditions.

Biodiversity

The land does have remnant native trees, some of which can be protected through requiring a land management plan in association with a dwelling permit. A recommended condition on permit is for a land management plan.

There will be minimal impacts on existing biodiversity extending only to tree clearing to enable bushfire protection.

Scope to enhance environmental values through an endorsed land management plan.

Development is contained in a small lot within established residential setting, with limited impacts on surrounding habitat and ecological values.

Bushfire Planning

All required bushfire assessments have been prepared and meet the required risk mitigation objectives. Defendable space can be established and maintained to reduce fire risk. In the event of evacuation, the land has immediate sealed road access leading north and east away from the forest bushfire hazard to the west and south.

Catchment land and water quality protection

The application is supported by water authority with conditions to manage on-site wastewater.

Heritage Conservation

Dwelling design is sympathetic to established character and heritage significance of area.

Neighbourhood Character

The proposed dwelling is highly consistent with the existing historic character of homes on the settled strip of High Street. The dwelling setback from High Street is less than the 20 metre trigger for consideration under the Farming Zone. It is also less than 100 metres from a neighbouring dwelling trigger under the Farming Zone.

The proposed 17.7 metre setback from High Street is in the high range of the existing setback range of dwellings on High Street of between 0 to 17 metres. No dwelling is currently located more than 20 metres from High Street.

The proposal is 80 metres from an existing dwelling to the south at no. 62. A concurrently recommended dwelling approval at no. 56 would be 25 metres away. Again, given the small settlement setting and the absence of agriculture activity or real capacity on the west side of High Street, these distances do not evidence any real detriment to the rural character of the settlement or the amenity of nearby homes.

POLICY AND STATUTORY IMPLICATIONS

Council must consider this application in its role as a responsible authority under section 14 of the *Planning and Environment Act 1987*.

A summarised assessment against the relevant policy and statutory requirements is contained above in this report.

GOVERNANCE ISSUES

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

SUSTAINABILITY IMPLICATIONS

The retention and enhancement of native vegetation through an endorsed land management plan is expected to create a positive sustainability outcome.

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, no objections have been received.

7.4 DRAFT FINANCIAL STATEMENTS AND PERFORMANCE STATEMENT

Go to 00:51:47 in the meeting recording to view this item.

DIRECTOR PERFORMANCE AND TRANSFORMATION

In providing this advice to Council as the Acting Director Performance and Transformation, I Justin Finlayson, have no interests to disclose in this report.

ATTACHMENTS

1. Draft Financial Report 2025-26 [**7.4.1** - 50 pages]
2. Draft Performance Statement 2025-26 [**7.4.2** - 19 pages]

OFFICER'S RECOMMENDATION

That Council:

1. *Approves 'in-principle' Council's financial statements and performance statement for the year ended 30 June 2026 in accordance with the Local Government Act 2020;*

2. *Notes that changes may be made to the financial statements as recommended by the auditor and that any material changes will be reported to the Audit and Risk Committee and Councillors prior to their finalisation;*

3. *Authorises the Mayor and Deputy Mayor to certify the financial statements in their final form following completion of the external audit; and,*

4. *Notes that when the final statements and performance statement have been certified and the independent auditor's reports received from Victorian Auditor-General's Office (VAGO), they will form part of Council's Annual Report and communicated to the Minister, our community and relevant stakeholders.*

MOTION

That Council:

1. *Approves 'in-principle' Council's financial statements and performance statement for the year ended 30 June 2026 in accordance with the Local Government Act 2020;*

2. *Notes that changes may be made to the financial statements as recommended by the auditor and that any material changes will be reported to the Audit and Risk Committee and Councillors prior to their finalisation;*

3. *Authorises the Mayor and Deputy Mayor to certify the financial statements in their final form following completion of the external audit; and,*

4. *Notes that when the final statements and performance statement have been certified and the independent auditor's reports received from Victorian Auditor-General's Office (VAGO), they will form part of Council's Annual Report and communicated to the Minister, our community and relevant stakeholders.*

Moved: Cr Pat Hockey
Seconded: Cr Lesley Hewitt
Carried

Voted for: Cr Shirley Cornish, Cr Tim Drylie, Cr Don Henderson, Cr Lesley Hewitt and Cr Pat Hockey
Voted against: Nil
Abstained: Nil

EXECUTIVE SUMMARY

The annual financial statements and performance statement are based on a model set of statements determined by the State Government and Council has included additional disclosures where agreeable to the auditor.

With the audit substantially complete, the financial statements and performance statement have been prepared for consideration by the Audit and Risk Committee and Council for in principle approval to enable certification following finalisation of the audit.

Like many local governments, Council continues to face a challenging fiscal environment and has made difficult decisions in recent years to improve its financial sustainability amid rising construction costs and a constrained revenue environment. Council will need to continue to manage its performance and financial position to remain financially sustainable.

BACKGROUND

Council's draft financial statements, which are subject to the finalisation of the audit, were considered by the Audit and Risk Committee at a special meeting on 13 October 2026, where it resolved that the Committee:

1. Receives and notes the financial statements and performance statements for the year ended 30 June 2026;
2. Recommends that Council approves in-principle the financial statements and performance statement for the year ended 30 June 2026 in accordance with

the Local Government Act 2020 subject to any material variations arising from the audit being circulated to the Committee for review and decision;

3. Encourages Council to include additional disclosures regarding the underlying result and ageing of rate debtors subject to agreement by the auditor;
4. Receives details of any material changes, the management letter and closing report from the external auditor;
5. Recommends that Council nominates the Mayor and Deputy Mayor to certify the financial statements; and,
6. Notes that when the final statements and performance statement have been certified and the independent auditor's reports are received from Victorian Auditor-General's Office (VAGO), they will form part of Council's Annual Report and will be communicated to the Minister, our community and relevant stakeholders.

The annual financial statements and performance statement are based on a model set of statements determined by the State Government and, where appropriate, Council has included additional disclosures.

With the audit substantially complete, the financial statements and performance statement have been prepared for consideration by the Audit and Risk Committee and Council for in principle approval to enable certification.

Council officers prepared financial statements for external audit which commenced on 14 September 2026. Despite the deployment of additional resources compared to the prior year, the preparation of Council's financial statements was delayed due to a completely new financial reporting team and the diversion of resources in response to unprecedented governance and legal matters impacting Hepburn Shire Council.

The Annual Financial Statements have been prepared in accordance with the Local Government Better Practice Guide, Model Financial Report, and the Local Government Better Practice Guide – Performance Reporting Template. The following statements are contained in the report:

- Comprehensive Income Statement
- Balance Sheet
- Statement of Changes in Equity
- Statement of Cashflows
- Statement of Capital Works
- Notes to the Financial Statements
- Performance Statement

The financial statements provide information on current and prior year balances and other information as required by accounting standards, the *Local Government Act 2020* and Regulations.

The performance statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures as

developed by the Victorian Government under the performance reporting framework.

KEY ISSUES

Financial Statements

Like many local governments, Council continues to face a challenging fiscal environment and has made difficult decisions in recent years to improve its financial sustainability amid rising construction costs and a constrained revenue environment.

Council adopted its Financial Vision in September 2024 and has implemented operational budget savings of $4 million in 2024/25 and 2025/26, which is equivalent to a 20% rates increase. Council also received approval from the Essential Services Commission to increase rates by 7 per cent above the rate cap in 2025/26 which generated $1.4 million in rate revenue.

Council will need to continue to manage its performance and financial position over the coming years to remain financially sustainable.

Surplus / Deficit

Council's current draft operating result for 2025/26 including capital income is a surplus of $2.5 million, which has improved compared to the prior year due to additional rates and charges revenue and capital grant income.

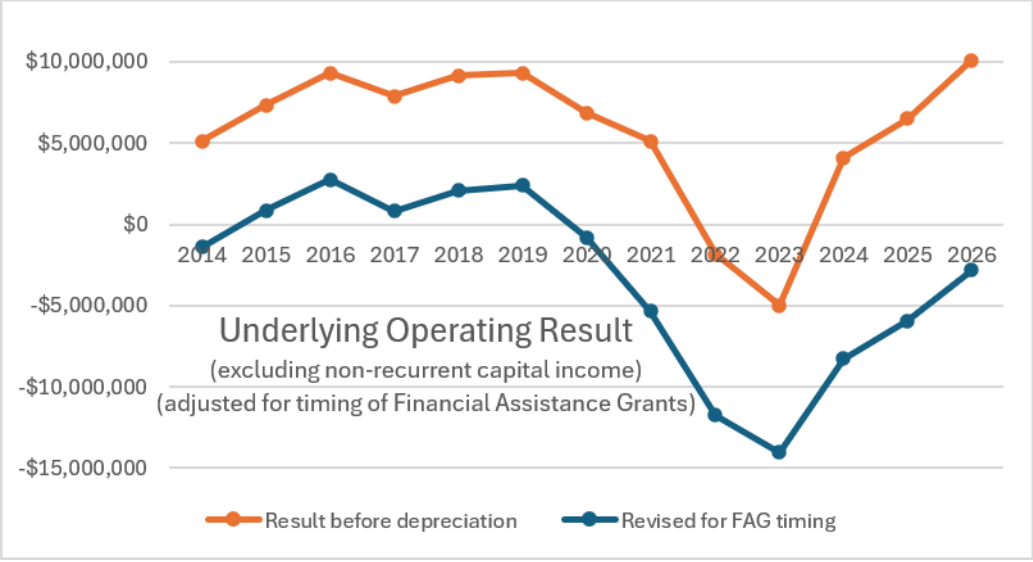
However as demonstrated by the table below, Council's 2025/26 adjusted underlying result excluding non-recurrent capital income is a $629,000 deficit. Also adjusting for the timing of Financial Assistance Grants from the Federal Government demonstrates an underlying deficit of $2.8 million.

	2025/26	**2024/25**	**2023/24**
	$'000	$'000	$'000
Total Income	48,877	45,268	39,180
Total Expenses	(46,417)	(45,456)	(49,061)
Surplus / (Deficit) for the year	**2,459**	**(189)**	**(9,881)**
Less non-recurrent capital grants	(2,323)	(1,707)	(2,594)
Less capital monetary contributions	(119)	(430)	(753)
Less non-monetary contributions	(646)	(280)	(1,135)

Adjusted underlying Surplus / (Deficit)	**(629)**	**(2,606)**	**(14,363)**
Financial Assistance Grant timing	(2,212)	(3,323)	6,083
Underlying Surplus / (Deficit) updated for Financial Assistance Grant timing	**(2,841)**	**(5,929)**	**(8,280)**
Add back Depreciation expense	12,744	12,098	10,380
Add back Infrastructure disposals	327	338	2,001
Underlying Surplus before Depreciation	**10,230**	**6,466**	**4,101**

As also noted by the table above, Council's underlying result before depreciation and infrastructure disposals is a surplus of $10.2 million, which is a significant improvement over recent years due to the hard decisions taken by Council. It is however important to recognise the significant increase in depreciation expense reflecting the increasing cost to renew community infrastructure.

Underlying deficits and the need for systemic change to revenue and expenditure is a key feature of Council's Financial Vision. The graph below further demonstrates Council's improving financial performance including and excluding depreciation expense. Before non-cash depreciation expense, the 2025/26 result is a cash surplus of $10 million which is used to repay loans and fund capital works. However, the operating result including depreciation expense is an underlying deficit of $2.8 million.



Accounting Matters

Additional accounting matters of note include:

- Doubtful debt expense of $377,000, including rental abatement and historic fines which are not collectable.

- Recognition of additional bridge assets of $5.4 million since the last comprehensive valuation in 2018 has been disclosed as a prior period error, rather than non-cash capital income.
- Revaluation/indexation increment of $38 million including roads $19 million roads, buildings $10 million and bridge assets $9 million.
- Indexation of road infrastructure at 8.5 per cent based on the ABS road construction index for the 2025/26 financial year.
- Indexation not applied to drainage assets due to already high unit rates compared to industry benchmarks.
- Maintained existing policy for 20252/26 of not revaluing other assets including recreation, parks and open space which represent 3 per cent of Council's total assets.

Balance Sheet

A summary of Council's Balance Sheet is provided in the table below.

	2025/26	**2024/25**	**2023/24**
	$'000	$'000	$'000
Current Assets	22,919	21,046	15,620
Non-Current Assets	551,098	510,057	484,726
Total Assets	**574,017**	**531,103**	**500,346**
Current Liabilities	10,959	12,145	11,075
Non-Current Liabilities	10,817	12,927	9,034
Total Liabilities	**21,776**	**25,073**	**20,109**

A summary of balance sheet movements is provided below.

- Current Assets - 2025/26 increase mainly due to accrued grant revenue for completed works and prepayments.
- Non-Current Assets - 2025/26 increase reflects the indexation and revaluation of infrastructure assets.
- Current Liabilities - 2025/26 decrease reflects creditors and grants held in advance compared to the prior year end.
- Non-Current Liabilities - 2025/26 decrease reflects the repayment of loans.

Cash Assets

At 30 June 2026, Council held $12.2 million cash and other financial assets (term deposits), however, it is important to note that $7.7 million were subject to external restrictions. The balance of $4.5 million have intended allocations including Financial

Assistance Grants received in advance, unexpended capital works funding and discretionary reserves, leaving a negative unallocated balance of $5.9 million, as summarised by the table below.

	2025/26	2024/25	2023/24
	$'000	$'000	$'000
Total Cash Assets	**12,150**	**13,558**	**7,832**
Less externally restricted cash			
Trust Funds and Deposits	(1,655)	(1,666)	(1,736)
Open Space Recreation Statutory Reserve	(2,117)	(2,118)	(1,967)
Waste Management Statutory Reserve	(2,159)	(1,535)	(816)
Mineral Springs Statutory Reserve	(553)	(314)	(983)
Contract Liabilities	(1,194)	-	-
Cash Assets not subject to external restrictions	**4,473**	**7,925**	**2,330**
Less internal allocations			
Financial Assistance Grants in advance	(5,535)	(3,332)	-
Carried Forward Works Funding	(2,370)	(1,243)	(4,930)
Discretionary reserves	(2,452)	(2,062)	(2,238)
Unallocated Cash Assets	**(5,884)**	**1,289**	**(4,838)**

In addition to the inclusion of contract liabilities, being unexpended grants and rates received in advance not previously included in unallocated cash reconciliation, the June 2026 unallocated cash position has been impacted by higher receivables than budgeted, including rate debtors and government grants. A concerted effort to implement positive engagement campaigns to recover outstanding amounts has been a continued focus in 2025/26. This is important to fund budgeted renewal works. Council's unallocated cash position will be further reviewed as part of the first quarter budget review and half year budget review for consideration by Council.

Performance Reporting

Also attached is Council's audited performance statement, which details results against State Government prescribed performance indicators and measures. The majority of service indicators have remained stable or improved over the past twelve months, with the exception of community satisfaction with community consultation and engagement. Council is progressing a review of its Advisory Committees and

community engagement approach as a major initiative of Council's adopted 2026/27 Budget.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Council Plan 2025-2029

Hepburn Working Together

2. Maintain corporate governance to enable good Council decision making and to ensure long-term financial viability.

FINANCIAL IMPLICATIONS

Hepburn Shire Council has faced substantial challenges over recent years, including the impacts of natural disasters such as floods and storms, escalating material and project delivery costs, and financial pressures resulting from cost shifting by other levels of government. Council relies heavily on support from State and Federal Governments to deliver key infrastructure projects and provide support for other important programs.

Constrained revenue and increasing costs mean that it is vital for Council to continue to identify efficiencies and alternative funding opportunities to reduce the reliance on rate revenue – something that Council has completed through the adoption of the Financial Vision, Council Plan and the 2025/26 Budget.

The Victorian Auditor General's Office (VAGO) issued a number of financial sustainability indicators which are used to compare all 79 councils. The below table provides Council's indicators for 2025/26 excluding the advanced receipt of Financial Assistance Grants. These indicators should be considered collectively and are more useful when assessed over time as part of trend analysis.

Indicator	2025/26 Result	Risk Rating	Formula	2024/25 Result	2023/24 Result
Underlying result	-6%	High	Adjusted net surplus/ total underlying revenue	-16%	-20%
Liquidity	161%	Low	Current assets/ current liabilities	146%	141%
Indebtedness	33%	Low	Non-current liabilities/ own-sourced revenue	42%	31%
Internal financing	57%	High	Net operating cash flows/ net capital expenditure	85%	40%
Capital replacement	77%	High	Capital expenditure/ depreciation	88%	162%

Renewal gap	73%	Medium	Renewal and upgrade expenditure/depreciation	78%	75%

Council's improved underlying operating result for 2025/26 reflects in part the ongoing efforts to improve our financial sustainability. The capital replacement and renewal gap indicators have been impacted by the significant increase in annual depreciation expense in recent years, which is a reflection of the increasing cost to renew assets.

Moving forward, Council is committed to prioritising the renewal of assets and will review its depreciation rates and methodology during 2026/27 to ensure it is a comparable indicator for Council's required renewal investment.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

After the final statements have been certified by the nominated Councillors and the independent auditor's report has been received from VAGO, they will form part of Council's Annual Report that will be presented to a meeting of Council in October 2026. Appropriate communication of Council's financial performance and results will be undertaken including media release, inclusion in Hepburn Life and reports placed on Council's website.

RISK AND GOVERNANCE IMPLICATIONS

As noted above Council's financial performance and position has been impacted by the timing of grants, the increasing cost to renew infrastructure and the level of unpaid rates.

Council has identified the strategic risk of Financial Sustainability as a 'failure to maintain our long-term financial sustainability to deliver on our business objectives', with the residual risk assessed as High. A control to bring the risk into tolerance includes the adoption of a Financial Vision to support the 10-year Financial Plan. These documents have been adopted by Council in September 2024 and June 2025 respectively. An independent review of Council's Long Term Financial Plan is a major initiative of Council's adopted 2026/26 Budget.

Section 99 of the *Local Government Act 2020 – Preparation of Annual Report*;

1. As soon as practicable after the end of the financial year, a Council must cause to be prepared in accordance with section 98, the performance statement and financial statement of the Council for the financial year.
2. The Council, after passing a resolution giving its approval in principle to the performance statement and financial statements, must submit the statements to the auditor for reporting on the audit.
3. The Council must ensure that the performance statement and financial statements, in their final form after any changes recommended or agreed

by the auditor have been made, are certified in accordance with the regulations by -

a) Two Councillors authorised by the Council for the purpose of this subsection.

b) Any other persons prescribed by the regulations for the purposes of this subsection.

ENVIRONMENTAL SUSTAINABILITY

There are no sustainability implications associated with the preparation of this report.

GENDER IMPACT ASSESSMENT

There are no gender equity implications associated with the preparation of this report.

7.5 AWARD OF TENDER HEPBU.RFT2026.E7 - ROAD SAFETY UPGRADES STANBRIDGE STREET, DAYLESFORD

Go to 00:58:46 in the meeting recording to view this item.

DIRECTOR INFRASTRUCTURE AND DELIVERY

In providing this advice to Council as the Coordinator Engineering, I Paul O'Leary have no interests to disclose in this report.

ATTACHMENTS

1. CONFIDENTIAL - Tender Evaluation Report - HEPBU.RFT2026.E7 [**7.5.1** - 4 pages]

OFFICER'S RECOMMENDATION

That Council:

1. *Enters into contract HEPBU.RFT2026.E7; Stanbridge Street and Central Springs Road Safety improvements, with Streebson Pty Ltd T/A Ballarat Excavations and Transport in the amount of $939,825.37 (excl. GST);*

2. *Delegates the Chief Executive Officer to sign the contract documents on behalf of Council;*

3. *Authorises officers to manage contract variations in line with Council's Procurement Policy and associated thresholds; and,*

4. *Resolves that the evaluation report, as attached, remains confidential and that the minutes record the successful tenderer and accepted tender price.*

MOTION

That Council:

1. *Enters into contract HEPBU.RFT2026.E7; Stanbridge Street and Central Springs Road Safety improvements, with Streebson Pty Ltd T/A Ballarat Excavations and Transport in the amount of $939,825.37 (excl. GST);*

2. *Delegates the Chief Executive Officer to sign the contract documents on behalf of Council;*

3. *Authorises officers to manage contract variations in line with Council's Procurement Policy and associated thresholds; and,*

4. *Resolves that the evaluation report, as attached, remains confidential and that the minutes record the successful tenderer and accepted tender price.*

Moved: Cr Don Henderson
Seconded: Cr Pat Hockey
Carried

Voted for: Cr Shirley Cornish, Cr Tim Drylie, Cr Don Henderson, Cr Lesley Hewitt and Cr Pat Hockey
Voted against: Nil
Abstained: Nil

EXECUTIVE SUMMARY

- The Victorian Government's Safer Local Roads and Streets Program (SLRSP), delivered by Traffic Accident Commission (TAC) and the Department of Transport and Planning (DTP), allocated up to $2M to Local Governments to deliver targeted safety improvements on local roads.
- Under the program, Council is set to deliver upgrades at six locations across the Shire's four key townships, including works at Stanbridge Street and Central Springs Road, Daylesford.
- A tender for these two projects, including the construction of multiple pedestrian connections, road crossings and vertical realignment improvements was publicly advertised in mid-August 2026. Three submissions were received and following a detailed evaluation process, it is recommended that the contract for works be awarded to Ballarat Excavations and Transport.

BACKGROUND

The Victorian Government's Safer Local Roads and Streets Program (SLRSP), delivered by Traffic Accident Commission (TAC) and the Department of Transport and Planning (DTP), assists Local Governments to deliver targeted safety improvements on local roads.

Under the program, Hepburn Shire was allocated $2M for upgrades at six locations including Trentham, Daylesford, Creswick and Clunes. Subsequently, $220,000 of additional funding was allocated through a competitive round of the program, to expand the scope of Stanbridge Street works, referred to as Stage 2 below.

Projects funded by the SLRSP were identified through a combination of traffic and accident data, Council's strategic documentation, customer requests, engagement results and developed and approved in conjunction with TAC and DTP, in accordance with the funding guidelines. A noted restriction of the funding under the guidelines is that improvement works on arterial (State managed) roads is not eligible for funding and Council has advocated for the guidelines to be amended to allow for this.

Stanbridge Street was also identified in Council's 2016 Walking and Cycling Strategy and is one of the last significant pieces of urban footpath infrastructure to be constructed under the program.



Image: Stanbridge Street Stage 1 works area, between Vincent and Stanley Streets



Image: Stanbridge Street Stage 2 works area, between Stanley and East Streets, and Central Springs Road works area, at the intersection of Fraser Street

These three projects have been combined in order to achieve cost efficiencies and support ease of deliverability, and are all funded through the SLRSP.

The scope of works incudes:

Stanbridge Street (Stages 1 and 2)

- New footpath connection from Camp Street to East Street
- Wombat crossings at Duke, Camp, Orford, Queensbury, Stanley, Stanhope, Grenville and Frazer Streets
- Wombat crossing on Stanbridge Street to Daylesford Community Park
- Formalisation of parking and drainage between Vincent and Duke Streets
- Upgraded piped stormwater along Stanbridge Street, from Stanley to Camp Street
- Extension of the 40km/h speed zone

Central Springs Road Intersection

- Lowering of Central Springs Road at the crest
- Installation of traffic calming
- Lowering of the existing water service
- Construction of kerb and channel
- Re-establishment of driveway entrances

KEY ISSUES

A tender for these works was publicly advertised in mid-August 2026. Three submissions were received and all were evaluated by the Tender Evaluation Panel in line with Council's Procurement Policy. Following that detailed review, it is recommended that the contract be awarded to Ballarat Excavations and Transport.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Council Plan 2025-2029

Future Hepburn

2. Responsible management of infrastructure and environment to support wellbeing now and for future generations.

FINANCIAL IMPLICATIONS

The recommended tender is within the available project budget, making an allowance for the provision of street lighting and administration and project management costs. These works are fully funded by the SLRSP, with no requirement for a contribution by Council.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The SLRSP suite of projects was developed using a combination of traffic and accident data, Council's strategic documentation, customer requests, and community engagement results. Engagement with TAC and DTP has been ongoing through the scope confirmation and approval process, in accordance with the funding guidelines.

Officers will notify the successful and unsuccessful tenderers, following a resolution of Council and affected residents will be notified by the appointed contractor, prior to works commencing. Notices and projects updates will be shared via Council's online media platforms as appropriate throughout the project.

RISK AND GOVERNANCE IMPLICATIONS

In the event that these projects were not approved to proceed, Council would not be able to be able to draw down the available funding via the SLRSP and would therefore miss the opportunity to have road safety outcomes funded externally through this program.

In line with Council's standard project management processes, construction risk will be managed throughout delivery via a combination of ongoing contract management, communication with the contractor and key stakeholders and regular site audits and inspections. The works contract includes a series of hold points during construction to ensure quality and safety expectations are met.

ENVIRONMENTAL SUSTAINABILITY

No adverse sustainability implications have been identified in relation to this report.

The project has been designed to minimise disturbance to vegetation. Materials will be reused on site wherever practicable, and any surplus material removed from the site will be transported to a location within 10 kilometres of the works area.

On completion, the project will provide a significant footpath connection along Stanbridge Street, encouraging walking and reducing reliance on motor vehicles within the town.

GENDER IMPACT ASSESSMENT

A specific Gender Impact Assessment was not undertaken for this project; however, gender equity considerations were incorporated into the project design.

The proposed works are expected to improve accessibility and safety for all pedestrians and road users, irrespective of gender.

7.7 AWARD OF TENDER HEPBU.RFQ2026.OP.03 - PURCHASE OF 10 METRE TIPPER TRUCK

Go to 01:05:47 in the meeting recording to view this item.

Item 7.7 was heard before item 7.6.

DIRECTOR INFRASTRUCTURE AND DELIVERY

In providing this advice to Council as the Acting Manager Operations, I Matt Grant-Allan have no interests to disclose in this report.

ATTACHMENTS

1. CONFIDENTIAL - Quote Evaluation Report - HEPBU.RFQ2026.OP.03 [**7.7.1** - 4 pages]

OFFICER'S RECOMMENDATION

That Council:

1. *Awards Contract HEPBU.RFT2026.OP.03 to Westar Trucks for the purchase of Western Star 10M Tipper truck for the lump sum price of $310,782.18 (excluding GST);*

2. *Notes that the existing fleet will be disposed of by auction to maximise the financial return;*

3. *Authorises the Chief Executive Officer to execute the contract documents on behalf of Council; and,*

4. *Resolves that the attached Tender Evaluation Report remain confidential and the Minutes record the successful tenderer and accepted tender price.*

MOTION

That Council:

1. *Awards Contract HEPBU.RFT2026.OP.03 to Westar Trucks for the purchase of Western Star 10M Tipper truck for the lump sum price of $310,782.18 (excluding GST);*

2. *Notes that the existing fleet will be disposed of by auction to maximise the financial return;*

3. *Authorises the Chief Executive Officer to execute the contract documents on behalf of Council; and,*

4. *Resolves that the attached Tender Evaluation Report remain confidential and the Minutes record the successful tenderer and accepted tender price.*

Moved: Cr Don Henderson
Seconded: Cr Pat Hockey
Carried

Voted for: Cr Shirley Cornish, Cr Tim Drylie, Cr Don Henderson, Cr Lesley Hewitt and Cr Pat Hockey
Voted against: Nil
Abstained: Nil

EXECUTIVE SUMMARY

- The 2026/27 Capital Fleet Renewal Program includes replacement of Council's 2015 Isuzu Giga CXY 455 10 m³ tipper truck, which is primarily used for road construction and maintenance activities across the municipality.
- Operator feedback identified the existing Isuzu as underpowered for the steep terrain around Daylesford, with the cab-over-engine configuration also providing a less comfortable ride.
- The evaluation therefore focused on engine performance, vehicle configuration, operator comfort and suitability for civil construction operations, with an upgrade to a higher-class truck recommended.
- The preferred Western Star has a purchase price of $310,782.18 against a total budget allocation of $300,000, a recommended overspend of $10,782.18 (3.59%). This additional cost will be offset by savings achieved within the overall plant replacement program and additional income from the disposal of other fleet.

BACKGROUND

Council's 2026/27 capital Fleet Replacement Program provides for the replacement of the existing 2015 Isuzu Giga CXY 455 18-speed 10 m³ tipper truck. The current tipper is primarily utilised by Council's Works team for road construction and maintenance activities, including the transport of gravel, aggregates, soil and other construction materials across the municipality.

Limitations in the existing truck's operational performance and suitability for Council's road construction and maintenance activities were identified as part of the renewal process. In particular, the vehicle has been found to be underpowered when operating in the steep terrain around Daylesford, while operator feedback has highlighted ride comfort limitations associated with its cab-over-engine configuration.

As part of the replacement process, consideration was given to changes in the heavy vehicle market and the opportunity to purchase a higher-class truck, rather than

replacing the existing vehicle on a like-for-like basis. This approach sought to improve engine performance, operator comfort and overall suitability for Council's civil construction and maintenance operations.

KEY ISSUES

The procurement process was initially undertaken through a publicly advertised Request for Quotation (RFQ), based on the anticipated value and specifications of a replacement vehicle.

An RFQ was publicly advertised in September 2026 and seven submissions were received and evaluated by the Evaluation Panel in line with Council's Procurement Policy. The evaluation considered vehicle performance, configuration, operator comfort, value for money and suitability for Council's operational requirements.

During the evaluation process, the opportunity to consider a higher-class truck was identified as providing a better operational outcome which responded to concerns previously raised. Following a detailed assessment, the Western Star was identified as the preferred replacement, offering improved power, operator comfort and suitability for Council's civil construction activities.

The preferred vehicle and resulting contract value exceeds the Chief Executive Officer's financial delegation, requiring the purchase to be considered and approved by Council.

Following the detailed evaluation process, it is recommended that the contract be awarded to Westar Trucks.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Council Plan 2025-2029

Future Hepburn

2. Responsible management of infrastructure and environment to support wellbeing now and for future generations.

FINANCIAL IMPLICATIONS

Funding of $300,000 (excl. GST) is allocated within Council's 2026/27 Capital Fleet Renewal Program for the replacement of the existing Isuzu Giga tipper truck. The preferred Western Star has a purchase price of $310,782 (excl. GST), resulting in a budget shortfall of $10,782 (excl. GST). The additional expenditure is proposed to be offset from savings achieved within the overall plant replacement program and additional income from the disposal of other fleet.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

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

RISK AND GOVERNANCE IMPLICATIONS

The key risks associated with the purchase are supplier delivery timeframes, vehicle suitability, purchase price and operational impacts if replacement is delayed. These risks have been mitigated through clear specifications, market assessment, operator evaluation and budget monitoring.

The procurement will be undertaken in accordance with Council's Procurement Policy, approved delegations and applicable procurement requirements to ensure value for money, transparency, accountability and fair competition.

Not proceeding with the replacement would retain the existing truck's identified limitations, including insufficient performance for local terrain, reduced operator comfort and the potential for increased operational disruption as the vehicle ages.

ENVIRONMENTAL SUSTAINABILITY

There are no sustainability implications associated with the recommendation within this report.

GENDER IMPACT ASSESSMENT

There are no gender equity implications associated with the recommendation within this report.

7.6 AWARD OF TENDER HEPBU.RFT2026.OP.06 - GRAVEL RESHEET MATERIALS 2026/27

Go to 01:10:42 in the meeting recording to view this item.

DIRECTOR INFRASTRUCTURE AND DELIVERY

In providing this advice to Council as the Acting Manager Operations, I Matt Grant-Allan have no interests to disclose in this report.

ATTACHMENTS

1. CONFIDENTIAL - Tender Evaluation Report - HEPBU.RFT2026.OP.06 [**7.6.1** - 3 pages]

OFFICER'S RECOMMENDATION

That Council:

1. *Awards Contract HEPBU.RFT2026.OP.01 for the supply of approximately 15,500 tonne of material with a schedule of rates price of $24.80 per tonne (excl. GST) to Max Burrows Haulage Pty Ltd;*

2. *Delegates the Chief Executive Officer authority to sign the contract documents on behalf of Council;*

3. *Notes officers delegation to manage variations to the contract in line with thresholds outlined in Council's Procurement Policy and within adopted project budgets; and,*

4. *Resolves that the attached Tender Evaluation Report remain confidential and the Minutes record the successful tenderer and accepted tender price.*

MOTION

That Council:

1. *Awards Contract HEPBU.RFT2026.OP.01 for the supply of approximately 15,500 tonne of material with a schedule of rates price of $24.80 per tonne (excl. GST) to Max Burrows Haulage Pty Ltd;*

2. *Delegates the Chief Executive Officer authority to sign the contract documents on behalf of Council;*

3. *Notes officers delegation to manage variations to the contract in line with thresholds outlined in Council's Procurement Policy and within adopted project budgets; and,*

4. *Resolves that the attached Tender Evaluation Report remain confidential and the Minutes record the successful tenderer and accepted tender price.*

Moved: Cr Pat Hockey
Seconded: Cr Don Henderson
Carried

Voted for: Cr Shirley Cornish, Cr Tim Drylie, Cr Don Henderson, Cr Lesley Hewitt and Cr Pat Hockey
Voted against: Nil
Abstained: Nil

EXECUTIVE SUMMARY

- Council's 2026/27 Annual Gravel Re-sheet Program has an overall budget of $877,000, with up to $400,000 expected to be spent on gravel material, required to deliver the program. The remainder of the project budget provides for in-house delivery (labour, plant costs and project management), external plant hire and contracted tree works.
- The gravel product used in previous re-sheet programs has not provided the expected performance or long-term value for money. Gravel quality on Hepburn's unsealed network was also identified as a key issue during the unsealed road maintenance review, undertaken in March 2026, highlighting the need to source a more consistent and better-performing product.
- During the previous year's program, Council trialled a blended gravel product on two roads, based on recommendations and experience from neighbouring Councils. The trial produced outstanding results, with both roads continuing to perform exceptionally well and requiring no maintenance since being re-sheeted. This demonstrated the potential for the product to provide improved durability, reduced ongoing maintenance and better long-term value for money.

BACKGROUND

Council's 2026/27 Annual Gravel Re-sheet Program has an approved budget of approximately $877,000, with the gravel material component expected to account for approximately $400,000 of the total program cost. The program will deliver gravel re-sheeting across approximately 15 kilometres of Council's unsealed road network. As Council does not currently have a procurement panel or contract in place for the supply of road-making materials, a public tender process was undertaken to secure the gravel required to deliver the annual program and ensure a competitive and value-for-money outcome.

In an effort to improve the material quality across Council's unsealed roads network, as part of the previous year's program, an alternative gravel blend was trialled in 2025/26 comprising approximately 60% Class 2 material and 40% granitic sand, following a review of material specification and positive experiences reported by

neighbouring Councils. The product was trialled on two roads and produced very positive results, with both roads showing a significant improvement in surface condition and requiring no maintenance since the re-sheeting works were completed. Based on the performance of the trial and the declining quality of the existing gravel source, the 2026/27 procurement provides an opportunity to secure a more consistent and better-performing material for Council's annual Gravel Resheet Program.

KEY ISSUES

A tender for the supply of material was publicly advertised in early October 2026. Three submissions were received and all were evaluated by the Tender Evaluation Panel in line with Council's Procurement Policy, considering price, capacity, capability, Occupational Health and Safety, Local Content and Sustainable Procurement. Following the detailed review, it is recommended that the contract be awarded to Max Burrows Bulk Haulage Pty Ltd.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Council Plan 2025-2029

Future Hepburn

2. Responsible management of infrastructure and environment to support wellbeing now and for future generations.

FINANCIAL IMPLICATIONS

Funding of $877,000 is allocated within Council's 2026/27 Annual Gravel Re-sheet Program, with approximately $400,000 expected to be allocated to the supply of gravel materials. The remainder of the project budget provides for in-house delivery (labour, plant costs and project management), external plant hire and contracted tree works. All works are anticipated to be delivered within the existing project budget.

The procurement of a higher-performing gravel product is intended to provide improved durability and better long-term value for money through reduced ongoing maintenance requirements across Council's unsealed road network.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Council's representative will advise the successful and unsuccessful tenderers following a resolution of Council. Adjacent property owners will be advised prior to construction works commencing and project information will be shared on Council's online media channels.

RISK AND GOVERNANCE IMPLICATIONS

There are no risk and governance implications associated with the recommendation within this report. Typical Occupational Health and Safety, construction and financial risks will be managed throughout the duration of the project for both in-house and contracted works.

ENVIRONMENTAL SUSTAINABILITY

There are no sustainability implications associated with the recommendation within this report.

GENDER IMPACT ASSESSMENT

There are no gender equity implications associated with the recommendation within this report.

7.8 CEO EMPLOYMENT AND REMUNERATION POLICY

Go to 01:13:50 in the meeting recording to view this item.

CHIEF EXECUTIVE OFFICER

In providing this advice to Council as the Interim Chief Executive Officer, I Janet Dore have no interests to disclose in this report.

ATTACHMENTS

1. Draft CEO Employment and Remuneration Policy 2026 [**7.8.1** - 10 pages]

OFFICER'S RECOMMENDATION

That Council adopts the updated CEO Employment and Remuneration Policy.

MOTION

That Council adopts the updated CEO Employment and Remuneration Policy.

Moved: Cr Lesley Hewitt
Seconded: Cr Pat Hockey
Carried

Voted for: Cr Shirley Cornish, Cr Tim Drylie, Cr Don Henderson, Cr Lesley Hewitt and Cr Pat Hockey
Voted against: Nil
Abstained: Nil

EXECUTIVE SUMMARY

The purpose of this report is for Council to adopt the updated CEO Employment and Remuneration Policy which was last revised and endorsed in April 2025 following the 2024 Council election.

This updated policy will guide the process for the recruitment of a new CEO following the resignation of Bradley Thomas in July this year.

BACKGROUND

The *Local Government Act 2020* requires that Council must adopt a CEO Employment and Remuneration Policy which must provide for:

- The Council to obtain independent professional advice in relation to the matters dealt with in the policy;
- The recruitment process;
- Provisions to be included in the contract of employment;
- Performance monitoring;

- An annual review; and
- Any other matters prescribed by the regulations.

Council's CEO Employment and Remuneration Policy (the policy) outlines that the policy is to be reviewed within six-months of each Council election.

This policy is revised to ensure it aligns with best practice and instigates the recruitment of an independent chairperson.

KEY ISSUES

Section 45 of the *Local Government Act 2020* (the Act) requires Council to develop, adopt and keep in force a CEO Employment and Remuneration Policy, which must provide for the Council to obtain independent professional advice in relation to the matters dealt with in the policy.

Council has a policy in place, and it was last reviewed in April 2025, six months after the 2024 council elections.

The *Local Government Amendment (Stronger Communities) Act 2026* (the Amendment Act) amends section 45 of the Act to introduce a new requirement that a council must establish a CEO Employment Matters Committee.

There will be a 12-month transitional arrangement from the commencement of the relevant provisions to enable councils adequate time to appointment an independent chair and put appropriate governance arrangements in place.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Council Plan 2025-2029

Hepburn Working Together

2. Maintain corporate governance to enable good Council decision making and to ensure long-term financial viability.

FINANCIAL IMPLICATIONS

The recruitment process for the new CEO will be funded from existing operational budgets.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

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

RISK AND GOVERNANCE IMPLICATIONS

Section 45 of the *Local Government Act 2020* requires that Council must develop, adopt and keep in force a CEO Employment and Remuneration Policy. The adoption

of the reviewed policy will fulfil Council's legislative obligations until the provisions in the Amendment Act are enacted.

ENVIRONMENTAL SUSTAINABILITY

There are no sustainability implications associated with this report.

GENDER IMPACT ASSESSMENT

There are no gender equity implications associated with this report.

7.9 REVIEW OF SIGNATURE EVENT FUNDING CRITERIA WITHIN COUNCIL'S EVENT STRATEGY

Go to 01:16:12 in the meeting recording to view this item.

DIRECTOR DEVELOPMENT AND COMMUNITY

In providing this advice to Council as the Manager Customer, Community and Economy, I Jacqui Horwood have no interests to disclose in this report.

ATTACHMENTS

1. Event Strategy 2020 - 2025 [**7.9.1** - 32 pages]

OFFICER'S RECOMMENDATION

That Council :

1. *Adopts an update to the Hepburn Shire Events Strategy 2020-2025, with the replacement of the Signature/Iconic Events criteria and support provided (Table 1).*

2. *Adopts the Event Funding Framework on Page 20 of the current Strategy, with the proposed two-tier eligibility criteria and support available, detailed in the Proposed Signature Event Framework section of this report.*

MOTION

That Council :

1. *Adopts an update to the Hepburn Shire Events Strategy 2020-2025, with the replacement of the Signature/Iconic Events criteria and support provided (Table 1).*

2. *Adopts the Event Funding Framework on Page 20 of the current Strategy, with the proposed two-tier eligibility criteria and support available, detailed in the Proposed Signature Event Framework section of this report.*

Moved: Cr Lesley Hewitt
Seconded: Cr Tim Drylie
Carried

Voted for: Cr Shirley Cornish, Cr Tim Drylie, Cr Don Henderson, Cr Lesley Hewitt and Cr Pat Hockey
Voted against: Nil
Abstained: Nil

EXECUTIVE SUMMARY

A review of the current funding framework was undertaken following Council's resolution in September 2025 following Memorandum of Understanding (MOU) negotiations with Council's four Signature Events.

The review identified opportunities to strengthen the assessment framework, particularly in relation to economic sustainability, visitor economy outcomes and long-term organisational capacity. Benchmarking against comparable councils and consultation with Visitor Economy Partners informed the proposed framework.

Officers recommend the introduction of a two-tier Signature Event classification that recognises the differing contributions of major destination events and strategically significant cultural events. The revised framework provides a clearer basis for future funding decisions while supporting event growth and allowing events to transition between categories as their beneficial effect and capacity evolve.

BACKGROUND

At the Ordinary Meeting of Council on 23 September 2025, Council resolved to undertake a review of the Signature Event Funding Framework. As part of that resolution, Council requested that the assessment criteria be reviewed and that opportunities to incorporate economic sustainability into future funding decisions be explored.

Council's Event Strategy (link provided at start of report) recognises events as important contributors to community wellbeing, cultural identity and visitor economy outcomes, including visitor attraction, increased visitor expenditure, reduced seasonality and longer visitor stays.

The review was also informed by discussions regarding future Memoranda of Understanding (MOUs) with Council's Signature Events and benchmarking undertaken with comparable councils and Visitor Economy Partners.

The findings of the review and the proposed revised framework are outlined in this report.

KEY ISSUES

The review identified opportunities to strengthen the current framework by:

- Increasing consideration of economic sustainability, organisational capacity and long-term event viability.
- Recognising the differing contributions events make to visitor economy outcomes, destination development and social and cultural identity.
- Incorporating measures relating to inclusion, accessibility and environmental sustainability.

- Providing a more transparent and consistent basis for future funding decisions.

Proposed Signature Event Framework

The proposed two-tier classification model recognises both major destination-driving events and strategically significant cultural events, while maintaining flexibility for events to move between categories as they grow and evolve.

Signature Event A criteria

Eligibility Criteria

- Attract more than 5,000 attendees annually.
- Demonstrate the capacity to attract intrastate and interstate visitation.
- Demonstrate the capacity to drive overnight stays and increase visitor expenditure in the region.
- Have a strong and established profile that enhances the reputation and destination appeal of Hepburn Shire.
- Be strongly aligned with the character, culture and identity of Hepburn Shire.
- Demonstrate continuous improvement, innovation and event development.
- Demonstrate organisational and economic sustainability through sound financial management, diversified income streams, local business engagement, and measurable economic and community outcomes.

Support Available

- Financial support of up to $20,000 per annum.
- In-kind Council support to a maximum value of $10,000 per annum.
- Funding allocations within this category may vary based on demonstrated attendance, visitation, economic impact and strategic outcomes.
- The preferred length of an MOU is three years, with a maximum term of four years subject to Council approval.

Signature Event B criteria

Eligibility Criteria

- Demonstrate a significant contribution to the cultural identity, creative reputation or strategic positioning of Hepburn Shire.
- Have the capacity to attract visitors from outside the municipality.

- Demonstrate economic, social, cultural and/or tourism benefits to the region.
- Be strongly aligned with the character, culture and identity of Hepburn Shire.
- Demonstrate continuous improvement, innovation and event development.
- Demonstrate organisational and economic sustainability through sound financial management, diversified income streams, local business engagement, and measurable economic and community outcomes.

Support Available

- Financial support of up to $10,000 per annum.
- In-kind Council support to a maximum value of $5,000 per annum.
- The preferred length of an MOU is three years, with a maximum term of four years subject to Council approval.

Signature events are due to negotiate new Memorandum of Understanding (MOU) with Council before the end of the current financial year. These MOUs will be presented to Council for endorsement.

Regional Event Implications

The proposed Signature Event B category requires a distinction from the Regional Event funding stream. While Regional Events continue to be assessed primarily on attendance, community participation and emerging visitor economy outcomes, Signature Event B status would recognise events that have strategic significance to Hepburn Shire's identity and destination brand. Comparing the Regional Event criteria to the Signature Event B criteria:

Regional Event	Signature Event B
Attendance is a key assessment factor (over 2500)	Strategic significance is a key assessment factor
Developing or emerging event	Established event
Primarily regional and community benefit	Shire-wide destination and reputation benefit
Funding up to $5,000	Funding up to $10,000
Maximum 3-year MOU	Preferred 3-year MOU, maximum 4-year MOU

Signature Event B status is not determined by attendance alone. It recognises events that make an exceptional contribution to Hepburn Shire's cultural identity, destination reputation and visitor economy.

Importantly, the review focuses on establishing a clearer and more transparent basis for future funding decisions, aligned with visitor economy outcomes, strategic significance and long-term sustainability.

The proposed framework introduces a two-tier Signature Event classification that recognises the differing contributions of events and provides a more consistent approach to funding allocation, guided by visitor attendance, destination profile, economic impact, sustainability and event activation capacity.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Council Plan 2025-2029

Future Hepburn

3. A dynamic, vibrant and resilient economic environment.

FINANCIAL IMPLICATIONS

This funding framework will be implemented via the allocated signature events operational budget.

Signature events are due to negotiate new Memorandum of Understanding (MOU) with Council before the end of the current financial year. These MOUs will be presented to Council for endorsement.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Subject to Council's endorsement, a comprehensive communication campaign will be implemented to inform current and potential new signature events.

RISK AND GOVERNANCE IMPLICATIONS

The revised two-tier Signature Event framework strengthens governance by providing a transparent and consistent basis for the allocation of event funding. The framework recognises the differing economic, tourism and cultural contributions of events and enables Council to align investment with strategic outcomes.

While the transition may create stakeholder concerns regarding event classification or funding levels, these risks can be mitigated through clear communication, documented assessment criteria and performance-based funding agreements.

Overall, the revised framework improves accountability, supports evidence-based decision-making and provides greater clarity for both Council and event organisers.

ENVIRONMENTAL SUSTAINABILITY

Environmental sustainability has been identified as an important consideration within the revised funding framework. While the proposed eligibility criteria focus on economic, tourism, cultural and organisational outcomes, there is an opportunity to

further strengthen the framework by encouraging sustainable event management practices.

The proposed framework supports continuous improvement and provides a mechanism for Council to progressively include sustainability expectations across Signature Events over time.

GENDER IMPACT ASSESSMENT

A full Gender Impact Assessment is not required, as the changes relate to funding framework administration and are not expected to have a direct or significant impact on people of different genders.

However, principles of equity, inclusion and accessibility will continue to be considered in program design and implementation.

7.10 HEATHER MUTIMER WOMEN'S HONOUR ROLL AND INTERNATIONAL WOMEN'S DAY REVIEW

Go to 01:26:57 in the meeting recording to view this item.

DIRECTOR DEVELOPMENT AND COMMUNITY

In providing this advice to Council as the Manager Customer Community and Economy, I Jacqui Horwood have no interests to disclose in this report.

ATTACHMENTS

1. Terms of Reference - Heather Mutimer International Women s Day Advisory Committee - 2021 [**7.10.1** - 3 pages]
2. Draft - Heather Mutimer Womens Honour Roll - Operating Guidelines - October 2026 [**7.10.2** - 4 pages]

OFFICER'S RECOMMENDATION

That Council:

1. *Adopts the Heather Mutimer Honour Roll Operating Guidelines (Attachment 7.8.2) which will supersede the previous Terms of Reference.*

2. *Notes the creation of two separate events that focus on gender equality, respect, and women's achievements, commencing in 2027:*

3. *International Women's Day in March; and,*

4. *Heather Mutimer Honour Roll and 16 Days of Activism in November-December.*

MOTION

That Council:

1. *Defers the adoption of the Heather Mutimer Women's Honour Roll operating guidelines;*

2. *Continues to hold an annual event on or close to the 8 March to recognise and celebrate International Women's Day;*

3. *Receives a report on consultation options at the December 2026 Ordinary Meeting of Council.*

Moved: Cr Don Henderson
Seconded: Cr Pat Hockey
Carried

Voted for: Cr Shirley Cornish, Cr Tim Drylie, Cr Don Henderson, Cr Lesley Hewitt and Cr Pat Hockey
Voted against: Nil
Abstained: Nil

EXECUTIVE SUMMARY

A review has been conducted of Council's current approach to celebrating International Women's Day (IWD), including the allied Heather Mutimer Women's Honour Roll that was established in 2005. An updated program of activities is recommended for 2027.

It is recommended to continue the Heather Mutimer Honour Roll.

It will be reinvigorated by incorporating the recognition event into Council's annual 16 Days of Activism program in November-December 2027. This alignment will strengthen the important connection between the Honour Roll and the broader themes of gender equality, respect and women's achievements.

This change will also enable Council to update and establish a dedicated, community-focused International Women's Day event from March 2027.

Providing separate, bespoke forums for these initiatives will ensure each can be appropriately recognised and celebrated, while creating greater opportunities to engage the community in conversations about women's contributions, gender equality and related issues.

Having two distinct events, rather than a combined one, enables greater focus on each and creates two significant events each year that focus on gender equality, respect, and women's achievements.

BACKGROUND

International Women's Day (IWD) is celebrated annually on 8 March and provides an opportunity to recognise the achievements of women, raise awareness of gender equality issues and celebrate women's contributions to the community.

For over twenty years, Council has marked International Women's Day through the Heather Mutimer Women's Honour Roll event. The Honour Roll recognises individual women who have made significant contributions to the Hepburn Shire community.

Council currently supports the program through the Heather Mutimer Honour Roll Advisory Committee, which provides advice on the administration of the Honour Roll and the selection process. The Committee operates in accordance with Council-endorsed Terms of Reference.

The event has traditionally combined the presentation of the Heather Mutimer Honour Roll with Council's International Women's Day celebrations. While both

initiatives celebrate and recognise women's achievements, they have distinct purposes and different opportunities for community engagement.

In recent years, Council officers have considered the format, timing, and objectives of these events to ensure they continue to effectively recognise local women, align with Council's broader commitment to gender equality, and provide meaningful opportunities for community participation.

Opportunities have been identified to strengthen the profile and impact of both the Heather Mutimer Women's Honour Roll and International Women's Day by providing each initiative with a dedicated forum and aligning them with broader community awareness campaigns and celebrations.

KEY ISSUES

The current Terms of Reference and proposed revised Honour Roll eligibility criteria and operating guidelines are outlined in the attachments.

Under the existing Terms of Reference, the Honour Roll relies on an operational Advisory Committee to oversee and endorse key stages of the induction process. However, as part of Council's ongoing broader review of advisory committees, the Advisory Committee is no longer operational. Consequently, the Honour Roll nomination process has been placed on hold and the current Terms of Reference are no longer appropriate.

This has necessitated a review of the program and officers have developed Operating Guidelines to provide a clearer and more practical governance framework for future delivery of the Honour Roll.

The review identified opportunities to strengthen the relevance, governance and community impact of the Heather Mutimer Honour Roll. Key findings include the need to:

- Refine the eligibility criteria to better distinguish the Honour Roll from other Council awards such as the Citizen of the year Awards, and strengthen its focus on advancing gender equity.
- Change the Terms of Reference to Operating Guidelines to reflect current governance arrangements and the ongoing inactivity of advisory committees.
- Address challenges associated with attracting new committee members.
- Align the Honour Roll with the annual 16 Days of Activism program, creating a platform to highlight current issues affecting women and girls.

- Establish a separate community-focused International Women's Day event from 2027 with a view to significantly improve community participation.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Council Plan 2025-2029

Hepburn Life

2. A healthy and inclusive community, where all people regardless of background or life stage have the opportunity to participate and thrive.

FINANCIAL IMPLICATIONS

The current funds allocated to IWD in the Events operational budget would be allocated to the proposed IWD event.

The Healthy Communities team has budget capacity to incorporate the Heather Mutimer Women's Honour Roll into the 16 Days of Activism program.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

Should Council endorse the officer recommendations, Heather Mutimer, relevant community stakeholders, previous Honour Roll inductees and the broader community will be informed of the revised format, operating guidelines, criteria and timing for future nominations.

A comprehensive communication campaign will be rolled out to advise of the new approach, including the proposed shift of the Honour Roll induction into the 16 Days of Activism program and the introduction of a new International Women's Day event from 2027.

RISK AND GOVERNANCE IMPLICATIONS

This report should be considered within the broader context of Council's review of Advisory Committees, noting that the Heather Mutimer IWD Women's Honour Roll Advisory Committee is currently suspended. Updating the TOR to operating guidelines and clarifying future governance arrangements will support transparency, accountability and consistency in the ongoing delivery of the Honour Roll.

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

ENVIRONMENTAL SUSTAINABILITY

Minimising the impact on the environment will be considered when planning the International Women's Day event and Honour Roll induction celebrations.

GENDER IMPACT ASSESSMENT

As per Council's Gender Impact Assessment Matrix this project required a gender impact assessment to be undertaken.

The Heather Mutimer Honour Roll was established to pay tribute to the women in Hepburn Shire whose contributions, courage and examples have led to significant social change for women. The roll provides an acknowledgement to the women who have made a difference in our Shire, past and present, who then become role models for generations to come.

The Heather Mutimer Honour Roll is open to all those who identify as a woman to focus on elevating women in achieving equity and celebrating their achievements. This benefits people of all genders raising an awareness of the importance of gender equity.

Both the Heather Mutimer Women's Honour Roll and International Women's Day event play an important role in promoting and supporting gender equality to the whole community.

7.11 MEETING SCHEDULE FOR 2027

Go to 01:41:05 in the meeting recording to view this item.

DIRECTOR PERFORMANCE AND TRANSFORMATION

In providing this advice to Council as the Governance Advisor, I Catherine Nurse have no interests to disclose in this report.

ATTACHMENTS

- Nil

OFFICER'S RECOMMENDATION

That Council:

1. *Adopts the following dates as the schedule for Ordinary Meetings of Council in 2027, commencing at 6:00pm:*

a. *Tuesday 23 February 2027*

b. *Tuesday 23 March 2027*

c. *Tuesday 27 April 2027*

d. *Tuesday 25 May 2027*

e. *Tuesday 22 June 2027*

f. *Tuesday 27 July 2027*

g. *Tuesday 24 August 2027*

h. *Tuesday 28 September 2027*

i. *Tuesday 26 October 2027*

j. *Tuesday 23 November 2027*

k. *Tuesday 14 December 2027*

2. *Resolves to hold the Statutory Meeting of Council on Tuesday 9 November 2027 at 6:00pm; and,*

3. *Notes that all Ordinary Meetings will be held in the Council Chamber at 24 Vincent Street Daylesford, with proceedings live streamed to the public, and meetings will be advertised and placed on Council's website.*

MOTION

That Council:

1. *Adopts the following dates as the schedule for Ordinary Meetings of Council in 2027, commencing at 6:00pm:*

a. *Tuesday 23 February 2027*

b. *Tuesday 23 March 2027*

c. *Tuesday 27 April 2027*

d. *Tuesday 25 May 2027*

e. *Tuesday 22 June 2027*

f. *Tuesday 27 July 2027*

g. *Tuesday 24 August 2027*

h. *Tuesday 28 September 2027*

i. *Tuesday 26 October 2027*

j. *Tuesday 23 November 2027*

k. *Tuesday 14 December 2027*

2. *Resolves to hold the Statutory Meeting of Council on Tuesday 9 November 2027 at 6:00pm; and,*

3. *Notes that all Ordinary Meetings will be held in the Council Chamber at 24 Vincent Street Daylesford, with proceedings live streamed to the public, and meetings will be advertised and placed on Council's website.*

Moved: Cr Don Henderson
Seconded: Cr Lesley Hewitt
Carried

Voted for: Cr Shirley Cornish, Cr Tim Drylie, Cr Don Henderson, Cr Lesley Hewitt and Cr Pat Hockey
Voted against: Nil
Abstained: Nil

EXECUTIVE SUMMARY

Each year officers propose the Council Meeting schedule for the following year, taking into account public holidays and Councillor availabilities. Dates will be published on Council's website once confirmed.

BACKGROUND

Under rule 18 of Council's Governance Rules and Election Period Policy, Council must provide reasonable notice of each Council Meeting to the public via advertising on its website, customer service centres and/or local newspapers.

KEY ISSUES

It is proposed that Council adopts the following dates as the schedule for Ordinary Meetings of Council in 2026, with a commencing time of 6:00pm:

- Tuesday 23 February 2027
- Tuesday 23 March 2027
- Tuesday 27 April 2027
- Tuesday 25 May 2027
- Tuesday 22 June 2027
- Tuesday 27 July 2027
- Tuesday 24 August 2027
- Tuesday 28 September 2027
- Tuesday 26 October 2027
- Tuesday 23 November 2027
- Tuesday 14 December 2027

The schedule omits Meetings in January, as business operations are traditionally slower following the Christmas and New Year period. This approach is consistent with other neighbouring rural Councils of similar size.

It is proposed that Council schedules the Statutory Meeting to elect the Mayor and Deputy Mayor on Tuesday 9 November 2027.

Meetings will continue to be held in the Council Chamber at 24 Vincent Street, Daylesford and will continue to be livestreamed via YouTube.

In line with Council's Governance Rules and Election Period Policy, Council may call a Special Council Meeting when required. A Special Council Meeting would ordinarily only be called to deal with Council business that is urgent or could not wait until the next scheduled Council Meeting.

COUNCIL POLICY AND LEGISLATIVE IMPLICATIONS

Council Plan 2025-2029

Hepburn Working Together

2. Maintain corporate governance to enable good Council decision making and to ensure long-term financial viability.

Annually setting Council meeting dates for the next calendar year provides consistency for the community and facilitates engagement. It also ensures transparency and notice of meeting requirements of the *Local Government Act 2020* and Council's Governance Rules and Election Period Policy are met.

FINANCIAL IMPLICATIONS

The cost of holding Council meetings is accounted for in Council's annual budget.

COMMUNITY AND STAKEHOLDER ENGAGEMENT

The timetable will be published on Council's website. Individual meetings will be promoted through Council's Facebook page as they occur.

The live streaming of meetings via YouTube will continue and remain in place to promote transparency and public engagement.

RISK AND GOVERNANCE IMPLICATIONS

The Governance Rules and Election Period Policy was adopted by Council in August 2022. The Parliament of Victoria passed an amendment to the *Local Government Act 2020* in September 2026 that requires councils to adopt or incorporate prescribed model governance rules. The draft model governance rules have not yet been released to the sector by Local Government Victoria.

This legislative reform has the commencement date of 1 July 2027, unless proclaimed earlier, at which time Council will conduct a public consultation process on draft revised Governance Rules and Election Period Policy, prior to considering their adoption.

ENVIRONMENTAL SUSTAINABILITY

There are no sustainability implications associated with this report.

GENDER IMPACT ASSESSMENT

There are no gender equity implications associated with this report.

8 ITEMS OF URGENT BUSINESS

Nil.

9 COUNCILLOR AND CEO REPORTS

9.1 MAYOR'S REPORT

Go to 01:42:50 in the meeting recording to view this item.

Councillor Tony Clark

No report was tabled.

9.2 COUNCILLOR REPORTS

Councillor Pat Hockey

Presented a verbal report.

Councillor Brian Hood

No report was tabled.

Councillor Shirley Cornish

Presented a verbal report.

Councillor Tim Drylie

I want to begin with the shocking attack on independent MP Helen Haines in Wangaratta last week. My thoughts are with Helen, her family and her community as she faces an extraordinarily difficult recovery.

While the matter is before the courts, and we should not speculate about the circumstances or motivation, it has brought into sharp focus something deeply troubling about public life.

The growing hostility, threats and abuse directed at people in public office, particularly women, is unacceptable. Misogyny, intimidation and threats of violence have no place in politics or anywhere else. We can disagree passionately, challenge decisions and hold elected representatives accountable without dehumanising each other.

Last Friday, I represented Hepburn Shire at the Municipal Association of Victoria State Council, where councils from across Victoria came together to debate the challenges facing our communities.

For me, a particularly important outcome was unanimous support for a motion calling for stronger, independent oversight of local government. Given what Hepburn has experienced, the importance of fair processes, proper accountability and protecting local democracy could hardly be clearer.

There was also considerable discussion about council funding, cost shifting and the growing difficulty of delivering services, particularly for smaller rural shires. These

aren't abstract issues. They affect what we can provide for our communities and what we can afford to maintain.

Closer to home, I attended the Friends of Kingston Avenue of Honour AGM. Guest speaker and local historian Evelyn Wright spoke with great wisdom about the history of the Avenue, how it came to be, and the stories behind this important part of our local heritage. It was a wonderful reminder of the value of those who preserve and share our community's history.

The Pavilion Arts and Sustainability Spring Art Show at Creswick Town Hall was another highlight. A beautifully run and much-loved community event, showcasing remarkable local creativity. Congratulations to David Mellows on winning the major prize.

I also want to acknowledge the passing of local artist Stephany Panhuysen. Steph was a familiar face in Daylesford at op shops and the Friday vigils for Palestine. Her colourful, imaginative artwork explored displacement, belonging and the human condition. She brought something wonderfully individual to our community and will be missed.

And I attended another citizenship ceremony, always one of my favourite occasions as a Councillor. There's something genuinely moving about welcoming people who have chosen to make their lives here, bringing their stories, cultures and aspirations with them. Our communities are richer for that diversity, not poorer.

Finally, I want to again acknowledge the historic achievement and importance of Victoria's first statewide Treaty with First Peoples. After generations of struggle, it's deeply disappointing to see commitments to undo that progress.

Our responsibility is to the generations who will inherit this place. That means respecting First Peoples, caring for Country and the planet, defending local democracy and leaving behind communities that are more abundantly sufficient, fairer, affordable and welcoming.

We won't always agree. But we can choose how we treat each other, and what sort of future we build together.

I'll be on leave from 2 November to 3 December to run as a candidate in the state election.

Councillor Don Henderson

Presented a verbal report.

Councillor Lesley Hewitt

The current Council Plan includes advocacy for the upgrade of the Daylesford Hospital and so it has been an exhilarating week for Daylesford, with two important announcements for our local hospital and the future of health care in our community and its surrounds.

The Daylesford Hospital Community Upgrade Committee (which I chair) and community members were delighted to welcome Kate Kendall, Liberal candidate for

Macedon, alongside Georgie Crozier, Shadow Minister for Health. Ms Crozier announced a $12 million commitment towards upgrading Daylesford's Urgent Care facility should the Liberals form government after November's state election, with work to commence in the first term. Our Urgent Care service is experiencing a significant increase in presentations. While Ballarat's emergency department staff do an important job, the department faces considerable demand. Modernising our local facility would help more local people receive timely appropriate treatment closer to home, while enabling Daylesford's skilled staff to assess patients and refer those requiring complex emergency care to the appropriate service.

There was more good news when our retiring member for Macedon, Mary-Anne Thomas, announced $7.8 million for an aged care upgrade at Daylesford Hospital. Unlike the Urgent Care commitment, this funding comes from the Rural Health Infrastructure Fund and is not dependent on the election outcome. Our aged care team provides wonderful care, but the physical facilities need attention. This investment, together with the proposed Urgent Care upgrade, represents an important step towards a hospital precinct better equipped to serve our community. Advocating for improved hospital facilities is part of Council's Plan, building on the community's generosity in raising $100,000 towards a hospital masterplan five years ago.

I missed the citizenship ceremony attended by my colleagues as I was volunteering as the event announcer at the 50th Special Olympics National Games, Melbourne, Equestrian competition. The event highlighted the importance of inclusion but also equity in organizations such as Councils creating the conditions to enable vulnerable people to participate in community life. Experiencing this inclusion at the same time news was emerging of the distressing violence that left Helen Haines with catastrophic injuries led me to reflect on what can be done about addressing the drivers of such violence. While the motivations behind the alleged offender's actions remain matters for the legal process, the incident prompts a broader question about how we treat one another.

Aggressive behaviour and abuse are concerns across our community, whether directed at shop assistants, hospital staff, council officers, councillors or others simply doing their jobs. I was brought up with the saying, "Sticks and stones may break my bones, but names will never hurt me." I'm not sure that was ever true, and certainly not today. Words matter. They can encourage understanding and respect or help normalise hostility. And we all have a responsibility to take care about what we say and how we act.

As ASIO Director-General Mike Burgess has observed in discussing community responsibility, addressing complex problems takes collective effort. We can all play a part by choosing our words carefully, disagreeing respectfully and remembering the person behind the position or uniform.

A stronger community starts with each of us. We may not be able to change the world overnight, but we can make a difference in how we speak, listen and treat one another every day.

RECOMMENDATION

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

MOTION

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

Moved: Cr Don Henderson
Seconded: Cr Pat Hockey
Carried

Voted for: Cr Shirley Cornish, Cr Tim Drylie, Cr Don Henderson, Cr Lesley Hewitt and Cr Pat Hockey
Voted against: Nil
Abstained: Nil

9.3 CHIEF EXECUTIVE OFFICER'S REPORT

Go to 01:59:44 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

- The Technology team has recently engaged “Crayon” who are a reseller for Microsoft (from whom we purchase our annual licences for Microsoft Office – (Outlook, Word, Excel, Teams) and other applications). This has enabled far greater value for the same ongoing cost. The licences have been reviewed with a $24,000 reduction in costs and a Business Premium licence which delivers:
    - an uplift in security applications to protect us from phishing and malware;
    - an increase in access to tools like CoPilot Pro for more staff across the organisation.

  It must be noted that the reduction in costs will be required for other security tool licences that mitigate cyber risk.

- Last week, at a community event hosted by Rotary and the Wombat Post, I discussed issues facing the local government sector, and the unique challenges we are experiencing as a small rural council with a relatively low rate base. Questions from the audience covered rates, planning, potholes, financial sustainability, the Western Renewables Link, pools, customer service, affordable housing, staff turnover, and the future of the Daylesford Town Hall.
- Meetings attended:
    - DEECA Regional Director Grampians – Alice Holeywell-Jones - discussing DEECA assets and Council’s capacity for maintenance
    - Two planning conferences, one for Beatties Road (which had 32 objectors invited as well as applicants) and 319 Daylesford-Trentham Road (which had 24 objectors invited as well as applicants)
    - The Honourable Mary-Anne Thomas and candidate Annette Death to discuss Priority Project Advocacy, continued Councils Management of State assets and Western Renewables Link Ministerial Approval
    - Project Advisory Group for the Clunes Recreation Reserve Masterplan project
    - Daylesford Rotary Art Show Committee thank you dinner
    - President and Treasurer of the Creswick Football Netball Club
    - GBAC Committee meeting with the Mayor
    - TMV Board Meeting online

RECOMMENDATION

That Council receives and notes the Chief Executive Officer's Report for October 2026.

MOTION

That Council receives and notes the Chief Executive Officer's Report for October 2026.

Moved: Cr Don Henderson
Seconded: Cr Pat Hockey
Carried

Voted for: Cr Shirley Cornish, Cr Tim Drylie, Cr Don Henderson, Cr Lesley Hewitt and Cr Pat Hockey
Voted against: Nil
Abstained: Nil

10 CONFIDENTIAL ITEMS

10.1 CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC

Go to 02:02:16 in the meeting recording to view this item.

Pursuant to section 66(1) of the *Local Government Act 2020* (the Act) Council or delegated committee must keep a meeting open to the public unless the Council or delegated committee considers it necessary to close the meeting to the public because a circumstance specified in subsection (2) applies.

The circumstances detailed in section 66(2) of the Act are:

a) the meeting is to consider confidential information; or
b) security reasons; or
c) it is necessary to do so to enable the meeting to proceed in an orderly manner.

RECOMMENDATION

That in accordance with sections 66(1) and 66(2)(a) of the Local Government Act 2020, the meeting to be closed to members of the public for the consideration of the following confidential items:

1. SALE OF SURPLUS LAND – EXPRESSION OF INTEREST CRITERIA AND WEIGHTINGS

- *Because it is Council business information, being information that would prejudice Council's position in commercial negotiations if prematurely released;*
- *The ground applies because the agenda item concerns the progress of ongoing contractual preparations that should not be prematurely released prior to the opening of the Expression of Interest (EOI) process.*

2. APPOINTMENT OF INDEPENDENT AUDIT AND RISK COMMITTEE MEMBER

- *Because it is personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs;*
- *This ground applies because the item concerns applications to Council's Audit and Risk Committee and personal information of the applicants.*

3. AUDIT AND RISK COMMITTEE UPDATE

- *Because it is confidential meeting information, being the records of meetings closed to the public under section 66(2)(a);*
- *The ground applies because the minutes of Audit and Risk Committee meetings are attached to the report.*

MOTION

That in accordance with sections 66(1) and 66(2)(a) of the Local Government Act 2020, the meeting to be closed to members of the public for the consideration of the following confidential items:

1. SALE OF SURPLUS LAND – EXPRESSION OF INTEREST CRITERIA AND WEIGHTINGS

- *Because it is Council business information, being information that would prejudice Council's position in commercial negotiations if prematurely released;*
- *The ground applies because the agenda item concerns the progress of ongoing contractual preparations that should not be prematurely released prior to the opening of the Expression of Interest (EOI) process.*

2. APPOINTMENT OF INDEPENDENT AUDIT AND RISK COMMITTEE MEMBER

- *Because it is personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs;*
- *This ground applies because the item concerns applications to Council's Audit and Risk Committee and personal information of the applicants.*

3. AUDIT AND RISK COMMITTEE UPDATE

- *Because it is confidential meeting information, being the records of meetings closed to the public under section 66(2)(a);*
- *The ground applies because the minutes of Audit and Risk Committee meetings are attached to the report.*

Moved: Cr Pat Hockey
Seconded: Cr Don Henderson
Carried

Voted for: Cr Shirley Cornish, Cr Tim Drylie, Cr Don Henderson, Cr Lesley Hewitt and Cr Pat Hockey
Voted against: Nil
Abstained: Nil

The Public Meeting closed at 8:05pm for the hearing of confidential items and did not reopen to the public.

The Confidential Meeting opened at 8:07pm.

MOTION

That standing orders be suspended at 8:07pm.

Moved: Cr Don Henderson
Seconded: Cr Pat Hockey
Carried

Voted for: Cr Shirley Cornish, Cr Tim Drylie, Cr Lesley Hewitt, Cr Don Henderson and Cr Pat Hockey.
Voted against: Nil
Abstained: Nil

Standing orders were suspended at 8:07pm.

MOTION

That standing orders be resumed at 8:14pm.

Moved: Cr Pat Hockey
Seconded: Cr Lesley Hewitt
Carried

Voted for: Cr Shirley Cornish, Cr Tim Drylie, Cr Lesley Hewitt, Cr Don Henderson and Cr Pat Hockey.
Voted against: Nil
Abstained: Nil

Standing orders were resumed at 8:14pm.

The Council determined to release the following information to the public on these items as detailed below.

1. SALE OF SURPLUS LAND – EXPRESSION OF INTEREST CRITERIA AND WEIGHTINGS

The item is to remain confidential as it is Council business information, being information that would prejudice Council's position in commercial negotiations if prematurely released.

2. APPOINTMENT OF INDEPENDENT AUDIT AND RISK COMMITTEE MEMBER

MOTION

That Council:

1. *Endorses the recommendation to appoint Ms Rebekah Foster to the Audit and Risk Committee for a term of four years, with the option to extend for a further four years;*

2. *Notes that the skills and attributes of the recommended independent*

committee member fulfil the requirements pursuant to section 53(3)(b) of the Local Government Act 2020*;*

3. *Formally thanks and acknowledges the contribution of Philippa Murphy to the Committee during her tenure;*

4. *Resolves that, pursuant to Section 125(2) of the* Local Government Act 2020*, the resolution will be made available in the public minutes; and,*

5. *Resolves that the Chief Executive Officer communicate the effect of this resolution to the extent necessary to give effect to it.*

Moved: Cr Pat Hockey
Seconded: Cr Don Henderson
Carried

Voted for: Cr Don Henderson, Cr Lesley Hewitt, Cr Pat Hockey, Cr Shirley Cornish and Cr Tim Drylie
Voted against: Nil
Abstained: Nil

1.3 AUDIT AND RISK COMMITTEE UPDATE

The item is to remail confidential as it is confidential meeting information, being the records of meetings closed to the public under section 66(2)(a).

11 CLOSE OF MEETING

The Meeting closed at 8:31pm.