SCHEDULED COUNCIL MEETING AGENDA - 27 OCTOBER 2026

Community Vision:

By 2035, Indigo Shire will be home to strong, resilient communities that embrace sustainable practices, foster meaningful connections, and honour our rich heritage. Residents across all ages and life stages will experience a deep sense of belonging through balanced growth, responsible environmental stewardship, improved infrastructure and enhanced wellbeing.

TO BE HELD:	Tuesday 27 October 2026 at 6:30 pm
LOCATION:	Council Chambers, 2 Kurrajong Way, Beechworth, and live streamed on Council's website

ATTENDEES:	**NAME**	**TITLE**
	Cr Sophie Price	Mayor
	Cr Jane Dowsley	Deputy Mayor
	Cr Greg Bourke	Councillor
	Cr John Harvey	Councillor
	Cr Roberta Horne	Councillor
	Cr Scott Landells	Councillor
	Cr Diane Shepheard	Councillor
	Trevor Ierino	Chief Executive Officer
	Ian Ellett	Director Infrastructure Services
	Greg Pinkerton	Director Planning & Corporate Services
	Sally Rice	Director Community & Economic Development
	Annabel Harding	Governance Coordinator

APOLOGIES:

Council meetings are live streamed and recorded. The voices and images of those participating in the meeting, and in the gallery, may be captured as part of this recording.

Acknowledgement of Country

Indigo Shire Council acknowledges the original custodians of these lands. The people of the rivers and the hills have walked these lands for thousands of years as well as today, and we pay respect to the elders of the past and present.

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1 WELCOME

2 ACKNOWLEDGEMENT OF THE TRADITIONAL OWNERS OF THE LAND

3 APOLOGIES AND LEAVE OF ABSENCE

4 DECLARATION OF CONFLICT OF INTEREST

5 EXPRESSION OF SUPPORT AND SOLIDARITY - DR HELEN HAINES MP

Trevor Ierino – Chief Executive Officer
Office of the CEO

For Information

PURPOSE OF REPORT

To provide an opportunity for Council to acknowledge the distressing events involving our Federal Member for Indi, Dr Helen Haines MP, to express its profound concern and support, and to extend its heartfelt best wishes to Dr Haines, her family and staff.

DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Trevor Ierino – Chief Executive Officer

6 OPEN FORUM

Responses given by Councillors and Council Staff during Open Forum are the opinion of the individual responders, and accurate at the time of response, to the best of their knowledge.

7 COMMUNITY AND COUNCIL ACHIEVEMENTS

8 CONDOLENCES

9 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING(S)

RECOMMENDATION

That the following minutes be confirmed:

1. Minutes of the Council Meeting held on 29 September 2026 as published on Council's website; and
2. Confidential Minutes of the Council Meeting held on 29 September 2026, as provided to Councillors under separate cover.

10 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil reports

11 PETITIONS

Nil reports

12 PLANNING AND CORPORATE SERVICES

12.1 SEPTEMBER 2026 FINANCE REPORT

Phil Garoni - Finance Manager
Planning and Corporate Services

For Decision

RECOMMENDATION

That Council accepts the Quarter 1 Finance Report noting the progress against Council's Budget.

PURPOSE OF REPORT

The following report shows Council's September position against the adopted Budget and provides an indication of Council's financial performance for the 2026/27 financial year.

BACKGROUND

Council reports on financial and capital works performance each month. Every quarter this report is expanded to add more financial details. The year-to-date figures contained within this report show Council's YTD September position against the adopted Budget and provide an indication of Council's financial performance at this stage of the 2026/27 financial year.

Often this monthly report is also a review of the first quarter of the financial year. For the 2025/26 financial year the financial audit has been delayed and therefore the Q1 reconciliation will be done next month.

DISCUSSION

YTD Financial Position

This is a major report for the 2025/26 financial year which provides Council the following reports and its financial position as at 30 September 2025 including comparison to adopted Budget with regards to:

- Income Statement
- Balance Sheet
- Treasury (cash management)
- Borrowing Table
- Capital Works

The reported position to date is an overall net surplus of $13.61m compared to the adopted Budget of $12.95m surplus. This $0.65m favourable for the year to date (YTD) adopted Budget with the explanations of this favourability shown from Notes 1 through to 39.

Notes 1 to 7 relate to the Income Statement (following) and detailed variances of +/- $50k to the adopted YTD Budget. Notes 8 to 39 (attached) show variances for individual services and explain variances of +/- $10k.

September 2026 Income Statement

Account Group	Note	YTD actuals	YTD Budget	YTD Variance $	YTD Variance %	2026/27 Annual Budget	YTD Actual Sep 25
Income							
Contributions - Developer		27,500	5,997	21,503	359%	104,000	72,500
Contributions - Operating		31,265	16,518	14,747	89%	36,077	1,496
Operating Grants	1	750,887	646,981	103,906	16%	7,761,503	4,088,894
Interest Income		127,015	89,720	37,295	42%	368,865	71,075
Other Revenue		643,826	662,750	(18,924)	(3%)	2,987,952	507,874
Rates & charges	2	21,999,336	21,937,459	61,877	0%	22,037,459	20,953,549
Reimbursements		56,025	18,614	37,411	201%	131,480	78,287
Statutory Fees & Fines		191,407	224,846	(33,439)	(15%)	1,354,547	238,401
User Charges	3	2,092,350	2,266,498	(174,148)	(8%)	4,524,202	2,207,286
Total Income		**25,919,611**	**25,869,383**	**50,228**	**0%**	**39,306,085**	**28,219,363**
Expense							
Borrowing Costs		17,021	60,504	43,483	72%	298,879	20,057
Contract Payments	4	1,666,341	1,772,651	106,310	6%	7,992,444	1,454,425
Depreciation		2,439,605	2,439,605	0	0%	9,762,303	2,283,828
Employee Costs	5	4,033,317	4,087,988	54,671	1%	16,903,355	4,008,730
Materials & Consumables	6	2,815,275	3,317,963	502,688	15%	6,296,052	2,771,064
Other Expenses	7	1,240,011	1,125,054	(114,957)	(10%)	3,465,095	1,097,383
Utilities		101,889	113,010	11,121	10%	590,205	112,936
Total Expense		**12,313,459**	**12,916,775**	**603,316**	**5%**	**45,308,333**	**11,748,423**
Surplus / (Deficit)*		**13,606,152**	**12,952,608**	**653,544**	**5%**	**(6,002,248)**	**16,470,940**

* For both actual and budget a positive net result means a favourable contribution to Council, which is referred to as a Surplus and a negative net result means a unfavourable contribution to Council, which is referred to as a Deficit.

(Red variance) is unfavourable
Black variance is favourable

Note	Explanation – Income
1	**Operating Grants** YTD favourable variance of **$103.9k** is due to unbudgeted grant for Building Blocks Planning Grant - Yackandandah Kindergarten Planning Project within the Community Development service area.
2	**Rates and Charges** YTD favourable **$61.8k** due to supplementary rates processed.
3	**User Charges** YTD unfavourable **($174k)** relating to Buller Gas sales because of poor snow season. Note this is offset by favourable variance on cost of gas purchased within materials and consumables.
Note	**Explanation – Expenditure**
4	**Contract Payments** YTD favourable variance of **$106k** is mainly within the following areas:

Note	Explanation – Income
	▪ $22.9k – Environmental and Sustainability – mainly the Roadside weed and pest control project. ▪ $22k – Roads and Bridge Maintenance within Rural Roads. ▪ $21.9k – Planning, relating to Strategic planning. ▪ $19k – Assets Management in Assets data and systems. ▪ $17k – Tourism in marketing for the Digital Excellence partnership.
5	**Employee Costs** YTD favourable variance of **$55k** is due to vacancies.
6	**Materials and consumables** YTD favourable variance of **$502.6k** is mainly due to the following: ▪ $283.6k within Buller Gas relating to the cost of gas purchased. Along with billing query on the cost of gas charged. As such the invoices for these charges have been stopped until a resolution has been reached with our gas provider. ▪ $219k relating to the quarry. Timing of expense concerning blasting of materials at the quarry.
7	**Other Expenses** YTD unfavourable variance of **($115k)** is mainly within the following: ▪ ($84.7k) relating to tree services management. Higher than expected use of internal plant. ▪ ($30.3k) in legal and essential safety measure costs across the Building & Property service area.

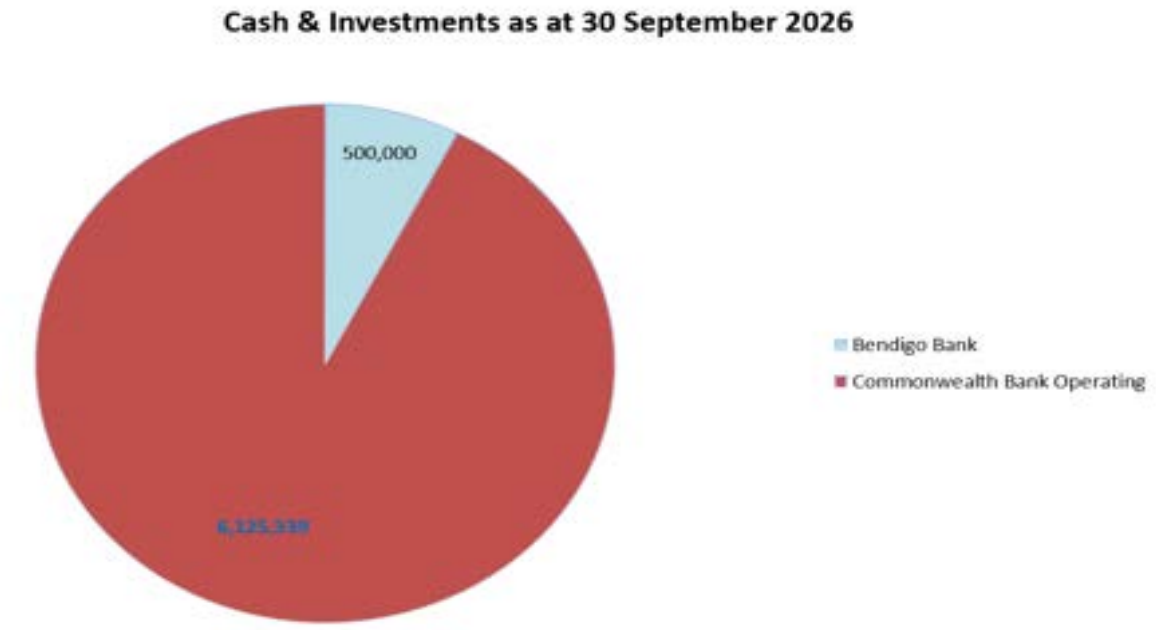
September 2026 Balance Sheet		Prior year YTD Actual
		Sep 25
Current Assets		
Cash	6,127,009	6,612,447
Current Debtors/Receivables	24,185,277	22,882,142
Inventories	68,181	254,958
Investments	500,000	500,000
Other Current Assets	324,003	473,093
Total Current Assets	**31,204,470**	**30,722,640**
Non Current Assets		
Property Plant & Equipment	9,938,137	8,357,302
Land & Buildings	140,915,853	139,853,515
Roads, Bridges & Culverts	249,012,134	234,233,401
Works in Progress	774,878	1,842,046
Total Non Current Assets	**400,641,002**	**384,286,265**
Total Assets	**431,845,473**	**415,008,905**
Current Liabilities		
Borrowings	(137,264)	(122,495)
Lease Liabilities	(118,497)	(22,429)
Creditors	(7,964,029)	(5,576,895)
Contract and Other Liabilities	(4,815,246)	0
Provisions	(3,551,678)	(3,269,150)
Trust Deposits	(366,181)	(308,053)
Total Current Liabilities	**(16,952,894)**	**(9,299,022)**
Non Current Liabilities		
Borrowings	(1,313,267)	(1,495,099)
Lease Liabilities	(290,310)	(87,966)
Provisions	(5,632,751)	(5,338,604)
Trust Deposits	(361,547)	(346,475)
Total Non Current Liabilities	**(7,597,876)**	**(7,268,145)**
Total Liabilities	**(24,550,770)**	**(16,567,167)**
Net Assets	**407,294,703**	**398,441,738**
Equity		
Accumulated Surplus	(173,014,975)	(174,797,489)
Reserves	(234,279,728)	(223,644,249)
Total Equity	**(407,294,703)**	**(398,441,738)**

Treasury

Cash Position

Council's Cash position at the end of September was $6.625 million. Compared to the same time last year's position of $6.99 million.

Cash at Bank	6,125,339
Term deposit under 90 days	500,000
Term deposit over 90 days	-
Total	**6,625,339**

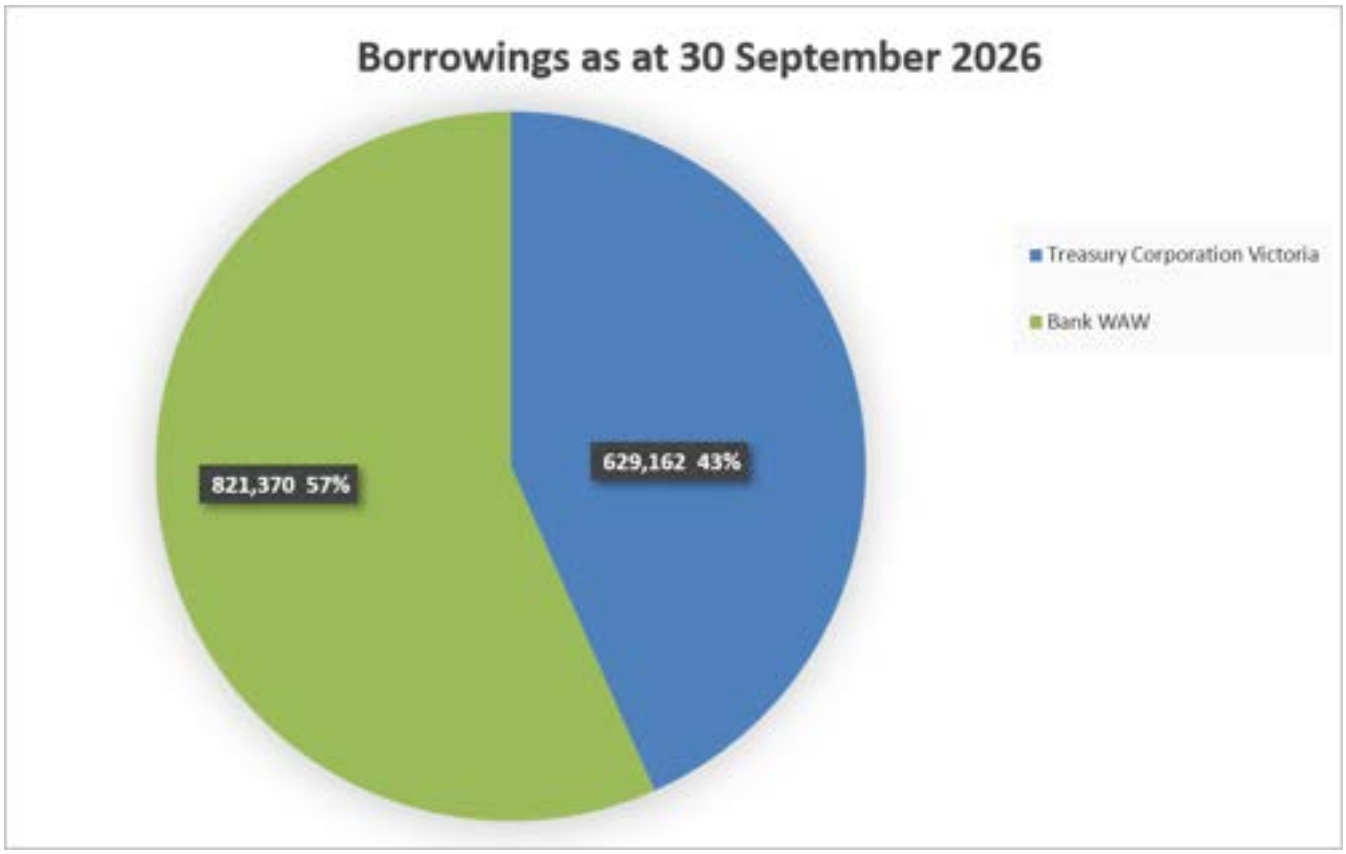


Borrowings

Below is a summary of all Council's borrowings. The table shows original loans borrowed, term of loans, rates and maturity with outstanding balances at the end of September 2026 of $1,450,531.

Indigo Shire Council - Borrowing Report as at 30 September 2026

Bank	Term - Years	Rate %	Date of Maturity	Original loan amount		Balance owed
TCV	10	4.15	1/06/2032	1,000,000		629,162
Bank WAW	10	2.08	27/06/2034	1,000,000		821,370
Total of All Borrowings				**2,000,000**		**1,450,531**



Capital Works

The combined YTD project expenditure as at the end of September, across both the Capital Works and Non ISC projects was $2,155,080. This total is comprised of $2,028,412 in capital projects and $126,668 against Non ISC assets. For the first quarter of the financial year this represents 15.5% of the capital works adopted Budget program.

Summary Capital Works Year to date Income & Expenditure
As at 30 September 2026

	Income	Expenditure	Annual Budget Net 2026-2027
Property			
Land	-	-	-
Land improvements	-	-	20,000
Total land	**-**	**-**	**20,000**
Buildings	46,567	113,790	650,551
Heritage buildings	-	19,188	425,341
Total buildings	**46,567**	**132,978**	**1,075,892**
Total property	**46,567**	**132,978**	**1,095,892**
Plant and equipment			
Plant, machinery and equipment and fleet	108,458	1,006,513	1,621,237
Fixtures, fittings and furniture	-	105	7,453
Computers and telecommunications	-	222,330	637,520
Library books	175,857	14,860	11,000
Total plant and equipment	**284,315**	**1,243,808**	**2,277,210**
Infrastructure			
Roads	509,125	138,049	842,875
Bridges		5,751	312,898
Footpaths and cycleways		142,749	219,671
Drainage		93,205	452,473
Recreational, leisure and community facilities	61,000	263,841	2,973,709
Parks, open space and streetscapes	-	8,030	150,869
Total infrastructure	**570,125**	**651,626**	**4,952,495**
Total Capital Works	**901,007**	**2,028,412**	**8,325,597**

Summary NON ISC Year to date Income & Expenditure
As at 30 September 2026

	Income	Expenditure	Annual Budget Net 2026-2027
Wahgunyah Railway Reserve	-	1,218	
Baarmutha Park Cricket Nets	10,000		
Tangam Tennis Court Upgrade	-	502	
Chiltern Recreation Reserve	-	43,098	71,844
Barkly Park Upgrade Female Change Room	-	10,165	810,609
Barnawartha Recreation Reserve Lighting Upgrade	427		77,692
Butson Park Yack Changerooms	-	27,220	150,000
Barnawartha Rec Res - Playground	-	639	
Wahgunyah Recreation Reserve - Lighting Upgrade	-	40,776	72,146
Kiewa Cricket Nets & Oval Irrigaiton	-	3,050	2,470
Total Projects	**10,427**	**126,668**	**960,145**
Total NON ISC Owned Assets	**10,427**	**126,668**	**960,145**

*** The above statement of Capital Works & NON ISC Owned Assets should be read in conjunction with the Capital Works Monitor***

STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	5. Accountability
Strategic Objective	5.1 Our financial management is sound, responsible, and effective.

SOCIAL/COMMUNITY IMPLICATIONS

This report provides details of Council's performance across a range of services, works and programs that support and enhance the wellbeing of residents and visitors to Indigo Shire.

ENVIRONMENTAL IMPLICATIONS

In May 2017 Council adopted the following resolution.

That Council:

1. *divests its investments (when they become due) to financial institutions that do not invest in the fossil fuel industry.*
2. *divests future long-term borrowings when they fall due, to financial institutions that do not invest in the fossil fuel industry.*
3. *notes that Council will retain the current (non-divested) transactional banking provider at this time, however Council will advise this bank the intention to move to a divested provider in the future if they continue to support the fossil fuel industry; and*
4. *writes to Council's current banking providers to advise them of Council's stance on fossil-free financial institutions*

In accordance with this resolution:

- All investments are held with financial institutions that have divested their interests away from fossil fuel companies.
- Transactional banking has not been reassessed since the resolution and remains with a non-divested bank.

FINANCIAL IMPLICATIONS

Addressed throughout the report.

LEGISLATIVE IMPLICATIONS

The Local Government Act requires Council to report financial information quarterly. Indigo Shire Council report financials monthly, as well as a more comprehensive Report at completion of each quarter.

All financial reporting is compliant with the Australian Accounting Standards and audited annually by the Victorian Auditor General Office.

RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Current Risk Rating	Controls
Poor performance against budget	Possible	Moderate	Medium	Regular monitoring and reporting of financial position

COMMUNITY ENGAGEMENT

Engagement undertaken

Nil

Engagement outcomes

Nil

Engagement proposed

Each month Council reports on financial performance in the public Council Meeting. This is part of the annual performance planning and reporting cycle that also includes annual budgets (operating and capital), monthly reports, and annual financial and performance reporting.

CONCLUSION

In summary, at this early stage of the financial year council is ahead of the budgeted position. Several timing variances indicate that this is a temporary favourable position, and council's financial result will move toward budget expectations as the year unfolds.

DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Greg Pinkerton - Director Planning and Corporate Services
- Phil Garoni - Finance Manager
- Sharon Phillips - Management Accountant

Attachments

1. Monthly Service Plan Statement - Sep 26-27 [**12.1.1** - 1 page]
2. Q 1 Exception Report - All Services with variances [**12.1.2** - 32 pages]

September 2026 - Service plan statement

Account Group	Note	YTD actuals	YTD Budget	YTD Variance $	YTD Variance %	2026/27 Annual Budget	YTD Actual Sep 25
Community & econonmic development services							
Community Development	**8**	17,929	(95,280)	113,209	119%	(641,867)	259,275
Creative Communities	**9**	(269,833)	(396,177)	126,344	32%	(1,135,780)	(152,350)
Early Years	**10**	(48,024)	(58,943)	10,919	19%	(269,812)	24,809
Economic Development		(59,914)	(55,605)	(4,309)	(8%)	(242,992)	(34,062)
Recreation	**11**	(179,973)	(70,700)	(109,273)	(155%)	(1,010,799)	31,270
Tourism Development	**12**	(265,530)	(323,874)	58,344	18%	(670,298)	(341,635)
Visitor Experience and Museums	**13**	(385,765)	(357,509)	(28,256)	(8%)	(1,538,531)	(361,569)
Young People	**14**	(44,341)	(6,258)	(38,083)	(609%)	(151,779)	68,003
Surplus / (deficit) community & econonmic development services		**(1,235,451)**	**(1,364,346)**	**128,895**	**9%**	**(5,661,858)**	**(506,259)**
Infrastructure services							
Asset management		(72,384)	(74,930)	2,546	3%	(372,290)	(84,121)
Buildings & property	**15**	(84,483)	(189,669)	105,186	55%	(906,357)	(162,231)
Buller gas	**16**	656,449	493,633	162,816	33%	664,521	483,451
Capital works - Management	**17**	(68,215)	(105,705)	37,490	35%	(438,013)	(97,838)
Development Engineering	**18**	(41,817)	(26,827)	(14,990)	(56%)	(112,896)	(17,806)
Drainage	**19**	(48,604)	(13,943)	(34,661)	(249%)	(56,642)	(32,321)
Emergency Management	**20**	(104,706)	(3,913)	(100,793)	(2,576%)	(16,211)	1,796,078
Environment & sustainability	**21**	(6,779)	(29,422)	22,643	77%	(378,583)	10,376
Parks & gardens	**22**	(341,564)	(264,652)	(76,912)	(29%)	(1,092,162)	(275,164)
Pathways	**23**	(98,326)	(75,207)	(23,119)	(31%)	(308,352)	(64,029)
Plant equipment & fleet	**24**	(122,230)	(92,831)	(29,399)	(32%)	(100,084)	(34,308)
Quarries	**25**	18,924	(223,164)	242,088	108%	70,805	(13,285)
Roads & bridge maintenance	**26**	(513,979)	(537,781)	23,802	4%	(315,306)	(505,309)
Tree Services	**27**	(233,014)	(169,998)	(63,016)	(37%)	(733,827)	(109,948)
Waste Management	**28**	2,239,928	2,312,680	(72,752)	(3%)	(702,674)	2,460,158
Surplus / (deficit) infrastructure services		**1,179,201**	**998,271**	**180,930**	**18%**	**(4,798,071)**	**3,353,704**
Office of the CEO							
Carlyle Cemetery	**29**	9,927	(865)	10,792	1,248%	0	11,423
Communications		(90,351)	(88,790)	(1,561)	(2%)	(384,427)	(70,619)
Customer Experience		(158,830)	(155,795)	(3,035)	(2%)	(644,699)	(139,065)
Executive management	**30**	(436,683)	(490,621)	53,938	11%	(1,897,777)	(448,338)
Governance		(42,241)	(47,576)	5,335	11%	(205,609)	(35,320)
Information management		(49,754)	(50,753)	999	2%	(261,872)	(57,290)
People and culture		(207,351)	(214,271)	6,920	3%	(809,066)	(226,628)
Risk management	**31**	(945,672)	(861,668)	(84,004)	(10%)	(1,064,279)	(662,886)
Surplus / (deficit) office of the CEO		**(1,920,955)**	**(1,910,339)**	**(10,616)**	**(1%)**	**(5,267,729)**	**(1,628,723)**
Planning & corporate services							
Asset depreciation	**32**	(2,286,375)	(2,269,086)	(17,289)	(1%)	(9,079,989)	(2,127,063)
Building control services	**33**	(107,265)	(50,048)	(57,217)	(114%)	(209,775)	(80,250)
Environmental health services	**34**	(40,573)	(137,292)	96,719	70%	(235,054)	11,492
Financial services	**35**	112,861	73,849	39,012	53%	3,873,857	389,598
Information technology	**36**	(459,245)	(487,425)	28,180	6%	(1,727,449)	(543,290)
Local laws & animals	**37**	(72,019)	(91,537)	19,518	21%	(120,502)	(80,757)
Planning	**38**	(197,099)	(271,578)	74,479	27%	(1,164,062)	(164,645)
Rates & property services	**39**	18,633,071	18,462,139	170,932	1%	18,388,384	17,847,305
Surplus / (deficit) planning & corporate services		**15,583,357**	**15,229,022**	**354,335**	**2%**	**9,725,410**	**15,252,389**
Surplus / (deficit)		**13,606,152**	**12,952,608**	**653,544**	**5%**	**(6,002,248)**	**16,471,112**

Exception Report – Period Ending 30 September 2026

Community & Economic Development Services

Community Development

Manager: Jess Reid

Director: Sally Rice

Explanations	Service Plan area + / - $10,000
YTD Net Result	**$113,209**

Note 8
The YTD favourable variance of $113,209 in Community Development is due to: • **The receipt of a grant for planning and works at the Yackandandah Kindergarten. This grant will be fully expended this financial year.**

Exception Report – Period Ending 30 September 2026

Community & Economic Development Services

Creative Communities

Manager: Jess Reid

Director: Sally Rice

Explanations	Service Plan area + / - $10,000
YTD Net Result	**$126,344**

Note 9
The YTD favourable variance of $126,344 in Creative Communities is due to: • **The later than forecast payment of event and community grants. This will be caught up in the coming months.**

Exception Report – Period Ending 30 September 2026

Community & Economic Development Services

Early Years

Manager: Jess Reid

Director: Sally Rice

Explanations Service Plan area + / - $10,000

YTD Net Result **$10,919**

Note 10
The YTD favourable variance of $10,919 in Early Years is due to: • **A later than forecast payment of the immunisation contract. This will be paid in the next month.**

Exception Report – Period Ending 30 September 2026

Community & Economic Development Services

Recreation

Manager: Jess Reid

Director: Sally Rice

Explanations Service Plan area + / - $10,000

YTD Net Result **($109,273)**

Note 11
The YTD unfavourable variance of ($109,273) in Recreation is mainly due to: • **$54k of expense that will be transferred to capital, and $40k of pool furniture expense that related to the previous financial year (invoice paid just after the 2025/26 year was closed).**

Exception Report – Period Ending 30 September 2026

Community & Economic Development Services

Tourism

Manager: Susannah Doyle

Director: Sally Rice

Explanations	Service Plan area + / - $10,000
YTD Net Result	**$58,344**

Note 12
The YTD favourable variance of $58,344 in Tourism is due to: • **The first payment of $48k toward the $240k Australian Heritage Grant for the Beechworth Historic Precinct Conservation Plan Project.** **The Project consists of three stages - a Heritage Management Plan, Heritage Assets Capital Works Plan and Maintenance and Monitoring Plan. This will be fully expended this financial year.**

Exception Report – Period Ending 30 September 2026

Community & Economic Development Services

Visitor Experience & Museums

Manager: Susannah Doyle

Director: Sally Rice

Explanations	Service Plan area + / - $10,000
YTD Net Result	**($28,256)**

Note 13
The YTD unfavourable variance of ($28,256) in Visitor Experience & Museums is due to: • **Earlier than anticipated processing of the VIC support payment ($15k) and a slight reduction in entry fees ($5k).**

Exception Report – Period Ending 30 September 2026

Community & Economic Development Services

Young People

Manager: Jess Reid

Director: Sally Rice

Explanations Service Plan area + / - $10,000

YTD Net Result **($38,083)**

Note 14
The YTD unfavourable variance of ($38,083) in Young People is due to: • **Later payment of the DHHS Frezza grant. This will be received in the coming months.**

Exception Report – Period Ending 30 September 2026

Infrastructure Services

Buildings & Property

Manager: Greg Whorlow

Director: Ian Ellett

Explanations	Service Plan area + / - $10,000
YTD Net Result	**$105,186**

Note 15
The YTD favourable variance of $105,186 in Buildings & Property is due to: • **A combination of receipt of a Q4 caravan park payment in Q1, and the timing of asset maintenance grants.**

Exception Report – Period Ending 30 September 2026

Infrastructure Services

Buller Gas

Manager: Greg Whorlow

Director: Ian Ellett

Explanations	Service Plan area + / - $10,000
YTD Net Result	**$162,816**

Note 16
The YTD favourable variance of $162,816 in Buller Gas is due to: • **Delayed gas purchases. The variance is expected to reduce over the remainder of the financial year. The full year result is expected to be approximately $230k less than budget due to the poor ski season.**

Exception Report – Period Ending 30 September 2026

Infrastructure Services

Capital Works Management

Manager : Nathan Mullane

Director: Ian Ellett

Explanations	Service Plan area + / - $10,000
YTD Net Result	**$37,490**

Note 17
The YTD favourable variance of $37,490 in Capital Works Management is due to: • **Project management costs being allocated to capital. This will be corrected in the coming months.**

Exception Report – Period Ending 30 September 2026

Infrastructure Services

Development Engineering

Manager : Greg Whorlow

Director: Ian Ellett

Explanations	Service Plan area + / - $10,000
YTD Net Result	**($14,990)**

Note 18
The YTD unfavourable variance of ($14,990) in Development Engineering is due to: • **The timing of engineering fees, and wage costs. The variance is expected to reduce over the remainder of the financial year.**

Exception Report – Period Ending 30 September 2026

Infrastructure Services

Drainage

Manager: David Carroll

Director: Ian Ellett

Explanations Service Plan area + / - $10,000

YTD Net Result **($34,661)**

Note 19
The YTD unfavourable variance of ($34,661) in Drainage is due to: • **The timing of drainage works. The variance is expected to reduce over the remainder of the financial year.**

Exception Report – Period Ending 30 September 2026

Infrastructure Services

Emergency Management Works

Manager: David Carroll

Director: Ian Ellett

Explanations Service Plan area + / - $10,000

YTD Net Result **($100,793)**

Note 20
The YTD unfavourable variance of ($100,793) in Emergency Management Works is due to: • **A combination of staff time and contractor expense for weather events. These costs will be reimbursed this financial year.**

Exception Report – Period Ending 30 September 2026

Infrastructure Services

Environment & Sustainability

Manager Isla Fitridge

Director Ian Ellett

Explanations	Service Plan area + / - $10,000
YTD Net Result	**$22,643**

Note 21
The YTD favourable variance of $22,643 in Environment & Sustainability is due to: • **Savings in employee costs. This saving will be used for completion of project work, and the variance will reduce in the coming months.**

Exception Report – Period Ending 30 September 2026

Infrastructure Services

Parks & Gardens

Manager: David Carroll

Director: Ian Ellett

Explanations Service Plan area + / - $10,000

YTD Net Result **($76,912)**

Note 22
The YTD unfavourable variance of ($76,912) in Parks & Gardens is predominately due to: • **Timing of plant hire costs, as well as additional employee expenses at this time of the year.**

Exception Report – Period Ending 30 September 2026

Infrastructure Services

Pathways

Manager: David Carroll

Director: Ian Ellett

Explanations	Service Plan area + / - $10,000
YTD Net Result	**($23,119)**

Note 23
The YTD unfavourable variance of ($23,119) in Pathways is predominately due to: • **Early work on council's trail network. The variance is expected to reduce over the remainder of the financial year.**

Exception Report – Period Ending 30 September 2026

Infrastructure Services

Plant, Equipment & Fleet

Manager: Greg Whorlow

Director: Ian Ellett

Explanations	Service Plan area + / - $10,000
YTD Net Result	**($29,399**)

Note 24
The YTD unfavourable variance of ($29,399) in Plant Equipment & Fleet is due to: • **Higher than anticipated fuel pricing. This is expected to be a permanent unfavourable variance.**

Exception Report – Period Ending 30 September 2026

Infrastructure Services

Quarries

Manager: David Carroll

Director: Ian Ellett

Explanations Service Plan area + / - $10,000

YTD Net Result **$242,088**

Note 25
The YTD favourable variance of $242,088 in Quarries is due to: • **The opening stock carry-forward, and early sales of quarry stock. The variance will reduce over the remainder of the financial year.**

Exception Report – Period Ending 30 September 2026

Infrastructure Services

Roads & Bridge Maintenance

Manager: David Carroll

Director: Ian Ellett

Explanations Service Plan area + / - $10,000

YTD Net Result **$23,802**

Note 26
The YTD favourable variance of $23,802 in Roads & Bridge Maintenance is due to: • **Lower than anticipated employee expenses because of prioritising drainage works. The variance is expected to reduce over the remainder of the financial year.**

Exception Report – Period Ending 30 September 2026

Infrastructure Services

Tree Services

Manager: David Carroll

Director: Ian Ellett

Explanations Service Plan area + / - $10,000

YTD Net Result **($63,016)**

Note 27
The YTD unfavourable variance of ($63,016) in Tree Services is due to: • **Timing of the plant and equipment costs. The variance is expected to reduce over the remainder of the financial year.**

Exception Report – Period Ending 30 September 2026

Infrastructure Services

Waste Management

Manager: Nathan Mullane

Director: Ian Ellett

Explanations Service Plan area + / - $10,000

YTD Net Result **($72,752)**

Note 28
The YTD unfavourable variance of ($72,752) in Waste Management is due to: • **A combination of lower residential service growth than anticipated (this is expected to remain an unfavourable variance) and a timing variance for transfer station contractors (tyre collection, etc.). The timing-related component of the variance is expected to reduce over the remainder of the financial year.**

Exception Report – Period Ending 30 September 2026

Office of the CEO

Carlyle Cemetery

Manager: Melinda Collis

CEO: Trevor Ierino

Explanations	Service Plan area + / - $10,000
YTD Net Result	**$10,792**

Note 29
The YTD favourable variance of $10,792 in Carlyle Cemetery is due to: • **Timing of maintenance activities. The variance is expected to reduce over the remainder of the financial year.**

Exception Report – Period Ending 30 September 2026

Office of the CEO

Executive Management

Manager: Trevor Ierino

CEO: Trevor Ierino

Explanations	Service Plan area + / - $10,000
YTD Net Result	**$53,938**

Note 30
The YTD favourable variance of $53,938 in Executive Management is a combination of: • **Timing of industry memberships. This will be caught up in the coming months.**

Exception Report – Period Ending 30 September 2026

Office of the CEO

Risk Management

Manager: Deb Fankhauser

CEO: Trevor Ierino

Explanations Service Plan area + / - $10,000

YTD Net Result **($84,004)**

Note 31
The YTD unfavourable variance of ($84,004) in Risk Management is due to: • **A delayed allocation of vehicle insurance costs. The variance is expected to reduce over the remainder of the financial year.**

Exception Report – Period Ending 30 September 2026

Planning and Corporate Services

Asset Depreciation

Manager: Phil Garoni

Director: Greg Pinkerton

Explanations Service Plan area + / - $10,000

YTD Net Result **($17,289)**

Note 32
• **The YTD unfavourable variance of ($17,289) in Asset Depreciation is because awaiting end of financial year for 2025-26 to confirm appropriate allocation of depreciation across Council various asset classes.**

Exception Report – Period Ending 30 September 2026

Planning and Corporate Services

Building Control Services

Manager: James Turner

Director: Greg Pinkerton

Explanations Service Plan area + / - $10,000

YTD Net Result **($57,217)**

Note 33
The YTD unfavourable variance of ($57,217) in Building Control Services is a combination of: • **Reduced building permit activity resulting in lower income, as well as higher staff costs due to allocation between Building and Health. Permit income is expected to increase in the next few months.**

Exception Report – Period Ending 30 September 2026

Planning and Corporate Services

Environmental Health Services

Manager: James Turner

Director: Greg Pinkerton

Explanations Service Plan area + / - $10,000

YTD Net Result **$96,719**

Note 34
The YTD favourable variance of $96,719 in Environmental Health Services is a combination of: • **Staff vacancies ($54k), as well as delayed payment for the alpine-areas contractor ($16k), and some staffing cost allocations ($25k) that will be reversed in the coming months.**

Exception Report – Period Ending 30 September 2026

Planning and Corporate Services

Financial Services

Manager: Phil Garoni

Director: Greg Pinkerton

Explanations Service Plan area + / - $10,000

YTD Net Result **$39,012**

Note 35
• **The YTD favourable variance of $39,012 in Financial Services is a mainly associated to interest on investment along with interest from operational bank account.**

Exception Report – Period Ending 30 September 2026

Planning and Corporate Services

Information Technology

Manager: Tim Cover

Director: Greg Pinkerton

Explanations	Service Plan area + / - $10,000
YTD Net Result	**$28,180**

Note 36
The YTD favourable variance of $28,180 in Information Technology is a combination of: • **Some timing differences for utility costs and minor equipment purchases. The variance is expected to reduce over the remainder of the financial year.**

Exception Report – Period Ending 30 September 2026

Planning and Corporate Services

Local Laws & Animals

Manager: James Turner

Director: Greg Pinkerton

Explanations	Service Plan area + / - $10,000
YTD Net Result	**$19,518**

Note 37
The YTD favourable variance of $19,518 in Local Laws and Animals is a combination of: • **Past-year animal registration income (10k);** • **Earlier than expected grant income ($8k);** • **Employee cost saving related to the removal of the Rutherglen School Crossing ($4k).**

Exception Report – Period Ending 30 September 2026

Planning and Corporate Services

Planning

Manager: James Turner

Director: Greg Pinkerton

Explanations	Service Plan area + / - $10,000
YTD Net Result	**$74,479**

Note 38
The YTD favourable variance of $74,479 in Planning is a combination of: • **Staff vacancies & leave ($55k)** • **Delayed contractor payment ($18k)** • **Higher than expected planning developer contributions ($23k)**

Exception Report – Period Ending 30 September 2026

Planning and Corporate Services

Rates & Property Services

Manager Phil Garoni

Director Greg Pinkerton

Explanations	Service Plan area + / - $10,000
YTD Net Result	**$170,932**

Note 39
The YTD favourable variance of $170,932 in Rates & Property Services is a combination of: • **$112.7k relating to supplementary rates received.** • **$58k due to timing of the quarterly shared service charge.**

12.2 PP230113 - PLANNING PERMIT - YACKANDANDAH-WODONGA ROAD, YACKANDANDAH

James Turner - Manager Planning & Statutory Services

Planning and Corporate Services

For Decision

RECOMMENDATION

That Council resolves to issue a Notice of Decision to grant a Planning Permit PP230113 to subdivide land into twelve lots, at Yackandandah – Wodonga Road, Yackandandah, in the Low Density Residential Zone, create access, subdivide land adjacent to a road in a Transport Zone 2 and remove native vegetation, subject to the conditions attached to this application.

STRATEGIC OVERVIEW

The proposal represents an orderly planning outcome within an area strategically identified in the Indigo Planning Scheme for low density residential development at the northern edge of Yackandandah township. The subdivision provides a transition between existing low density residential land, rural living land and surrounding rural land, while maintaining larger lots and building envelopes around the more constrained eastern and southern parts of the site near Marcus Creek.

The assessment of this application has considered the relevant strategic and statutory planning matters, including native vegetation, access to the arterial road network, servicing, stormwater, bushfire risk, Aboriginal cultural heritage and public open space. Subject to conditions, including requirements for native vegetation offsets, infrastructure, referral authority requirements and a public open space contribution, the proposal is considered consistent with the Planning Scheme and supports the recommended Notice of Decision to grant a planning permit.

EXECUTIVE SUMMARY

Council originally considered a broadly consistent proposal at its meeting on 25 June 2019 (18-0116), where Council resolved to issue a Notice of Decision to grant a planning permit for the subdivision. This decision was challenged at VCAT by objectors to the proposal, the Tribunal subsequently directed a varied permit be issued. Following this decision, the applicant took steps to act on the permit, but ultimately the permit expired. This application seeks to re-activate the proposal.

This application proposes to subdivide land into twelve lots in the Low Density Residential Zone, create access, subdivide land adjacent to a road in a Transport Zone 2 and remove native vegetation at Yackandandah-Wodonga Road, Yackandandah. The site is an irregularly shaped allotment with a total area of 5.85 hectares located on the southern side of Yackandandah-Wodonga Road, north of Yackandandah township.

A previous application under PP180228 was considered for the same site and proposal, which was approved, and the planning permit was issued on 25 February 2020 with a varied direction from VCAT. However, the permit expired, hence this current application.

The twelve residential lots will range in size from 2005 square metres to 1.579 hectares with larger lots surrounding the eastern and southern boundaries to allow for the landscaped constraints of the site. The proposal includes an internal public road, Crambrook Close from Yackandandah-Wodonga Road (Transport Zone 2) with a court bowl design which creates access to all the proposed lots. It is also proposed to remove native vegetation on the site. The proposal includes the removal of 1.728 hectares of native vegetation, with native vegetation offsets to be required as a condition of any permit issued.

A planning permit is triggered under the following provisions:

- Clause 32.03 – Low Density Residential Zone
- Clause 52.17 – Native Vegetation
- Clause 52.29 – Land Adjacent to the Principal Road Network

The application was subject to public notice and was initially sent to public notice in December 2025 and again in May 2026 to include any previous objectors from the original application (PP180228). The application received a total of three (3) objections with no additional objections received. The application was not re-advertised as the changes were considered relatively minor.

The objections received raised the following concerns which are summarised below:

- Inconsistent with the Indigo Planning Scheme
- Loss of native vegetation
- Incompatible with the local character
- Inadequate infrastructure & service provisions
- Unacceptable risks to safety, environment and community identity

The subject site is the last lot located within the Low Density Residential Zone before the Rural Living Zone begins with the Farming Zone to the north across the road. The area has been strategically zoned to allow this transition of Low Density Residential to Rural Living. The proposal is consistent with the purpose of the zone to provide for low density residential development on lots and is compatible with the area. The proposal allows for larger lots surrounding the eastern and southern boundaries to transition to the Rural Living Zone area and with the proposed building envelopes sufficiently setback to protect the vegetation and Marcus Creek environs.

The matters raised have been considered as part of this assessment and were found to be acceptable subject to conditions in relation to native vegetation, infrastructure and services. The loss of native vegetation has been minimised where possible, will be appropriately offset, and is acceptable in this instance against the relevant requirements of the Planning Scheme. Conditions will be imposed on any permit issued.

The assessment also concludes that a 5% cash contribution towards public open space should be required by condition, as on-site public open space is not considered practical for this subdivision.

The proposed lots will follow Council and relevant authority requirements for access, drainage, sewerage, electricity and water supply which will be addressed by conditions on any permit issued. ESD matters have been considered as required by the planning scheme, however this application was lodged before Council adopted its current ESD policy, so the application has not been required to comply with the BESS Subdivisions framework.

Traffic and road safety have been considered by Council's Assets Department and DTP, and no objections to the proposal were raised subject to conditions on any permit issued. The subject site is not subject to the Bushfire Management Overlay. Bushfire planning has been considered as the site is within the Designated Bushfire Prone Area. The proposal is acceptable in relation to the context of the site, safety, environment and community identity.

The reasons for presenting this report to Council are that the proposal creates more than 10 lots on the site and three (3) objections have been received.

This proposal is considered appropriate and consistent with the Low Density Residential Zone and the relevant provisions of the Planning Scheme. The proposal is an acceptable response to the planning context and requirements of the Planning Scheme, therefore a Notice of Decision to grant a planning permit should be issued subject to conditions.

PROPERTY ADDRESS	Yackandandah-Wodonga Road, Yackandandah
EXISTING USE OF LAND	Vacant land
NUMBER OF OBJECTIONS	3
ZONING	Low Density Residential Zone
OVERLAY	Significant Landscape Overlay, Schedule 2, only a sliver along the northern front boundary of the site
RELEVANT CLAUSES	See below in the report
STATUTORY DAYS	Under 60 days
DATE APPLICANT NOTIFIED OF COUNCIL MEETING	21 September 2026

BACKGROUND

Site and surrounds

The site is an irregularly shaped allotment with a total area of 5.85 hectares located on the southern side of Yackandandah-Wodonga Road, north of Yackandandah township. The frontage to Yackandandah-Wodonga Road is approximately 255 metres. The site is vacant and undeveloped with some clumps of native and non-native vegetation throughout the site. The land is undulating and slopes down from the north-west to the south-east towards Marcus Creek, which curves around the eastern and southern boundary of the land. There does not appear to be access to the site.

The adjoining land to the west is Low Density Residential zoned land, to the north is Farming Zone with some Public Use Zone, and to the south and east is Rural Living Zone. The land to the north is subject to Bushfire Management Overlay and Significant Landscape Overlay. The site is located within the Aboriginal Cultural Heritage Sensitivity Area and the Designated Bushfire Prone Area.



Figure 1 - Site Aerial Image

Relevant Site History

The relevant site history is below:

- PP18-0228 – approved planning permit issued 25 February 2020 for development of the land for a twelve-lot subdivision. Council officers recommended issuing a Notice of Decision to grant a planning permit at the Council meeting on 25 June 2019. An objector appealed the application to VCAT. It was a VCAT-varied directed permit under VCAT reference no. P1452/2019 dated 31 January 2020 as the applicant for review objected to the proposed subdivision on broad grounds that questioned the suitability of the subdivision in the context of planning policy. The key points of concern raised were:
  - the configuration and density of the proposed lots being inappropriate for the character of Yackandandah, and
  - landscape grounds that concern the perceived visibility of the subdivision at the 'gateway' approach to Yackandandah township from the north-east.

  The permit expired hence this current application.

PROPOSAL

The proposal seeks approval to subdivide land into twelve lots in the Low Density Residential Zone, create access, subdivide land adjacent to a road in a Transport Zone 2 and remove native vegetation at Yackandandah-Wodonga Road, Yackandandah. The twelve residential lots will range in size from 2005 square metres to 1.579 hectares with larger lots surrounding the eastern and southern boundaries to allow for the landscape constraints of the site. The proposal includes an internal public road, Crambrook Close from Yackandandah-Wodonga Road (Transport Zone 2), with a court bowl design which creates access to all the proposed lots. The proposed building envelopes shown on the Proposed Plan of Subdivision are setback 20-30 metres from Yackandandah-Wodonga Road. It is also proposed to remove native vegetation on the site.

PLANS

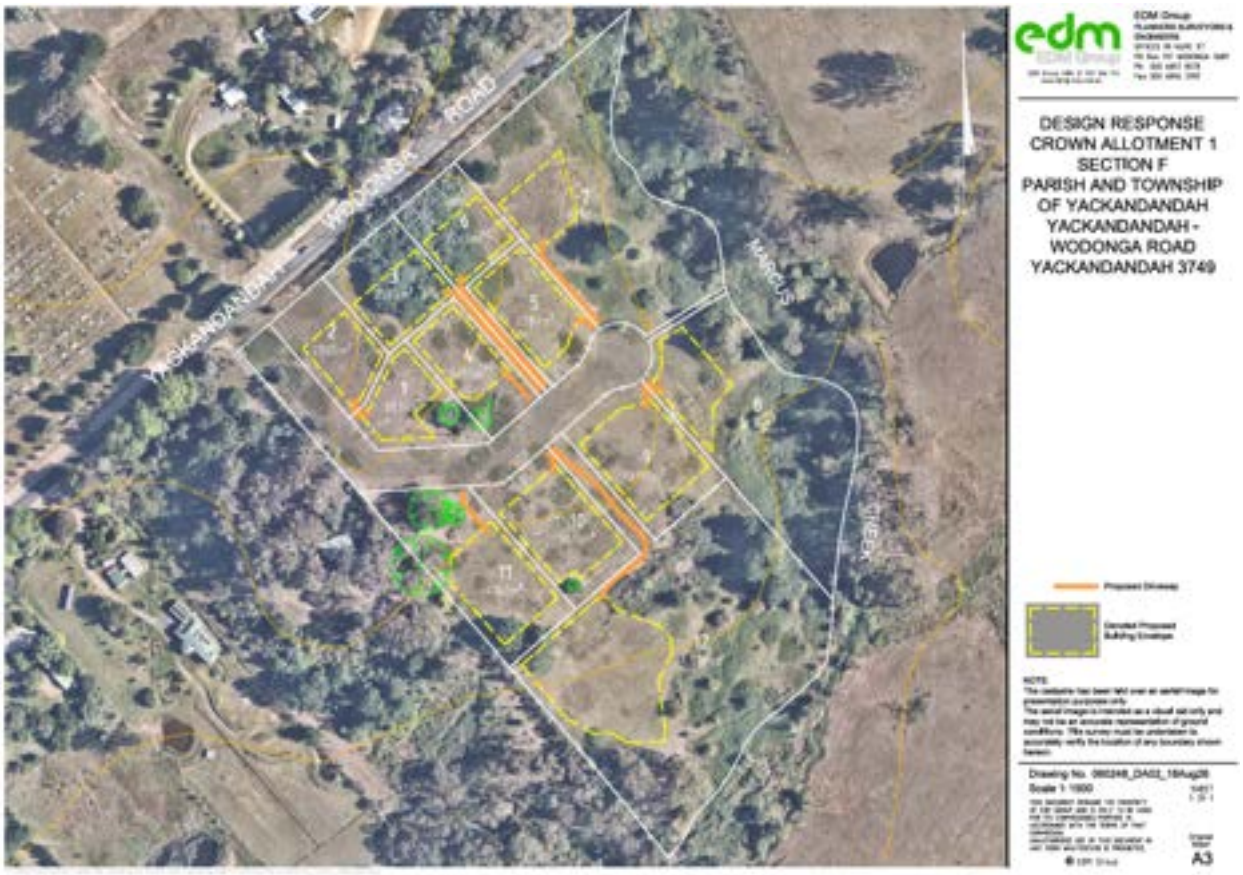


Figure 2 – Design Response

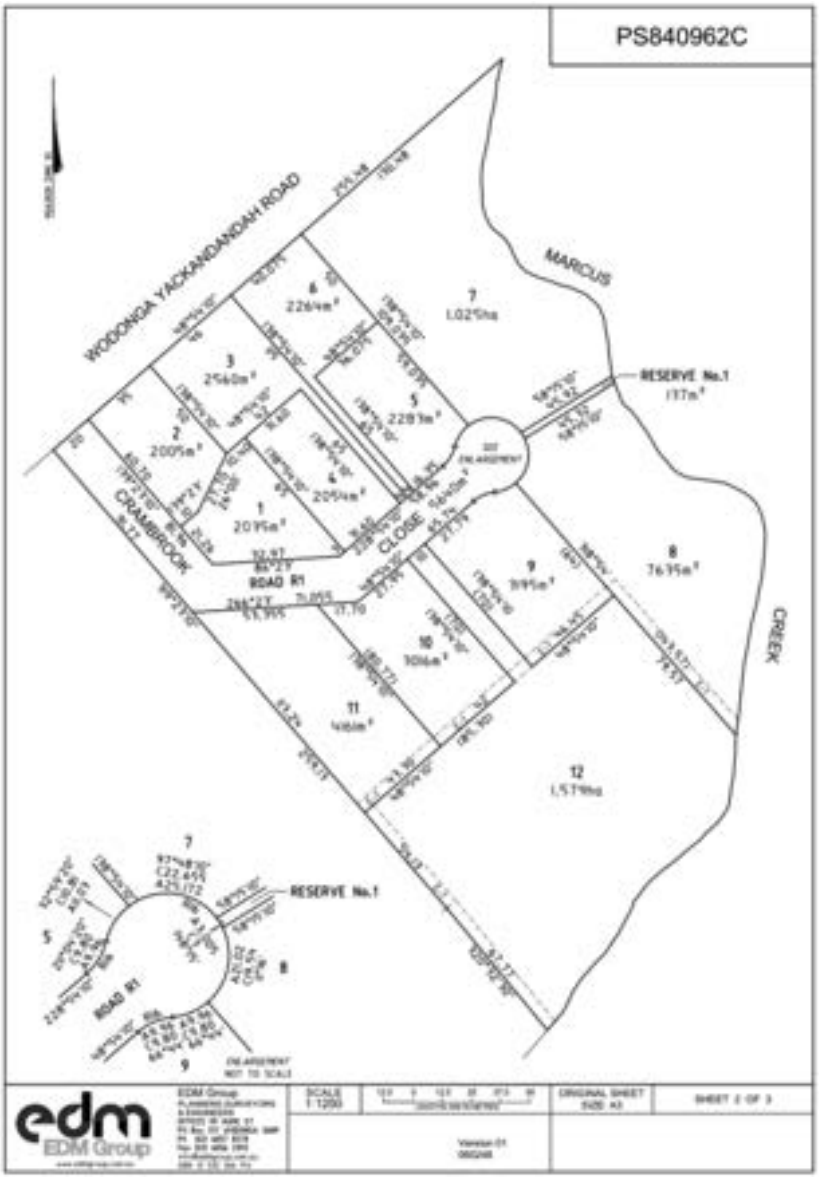


Figure 3 – Proposed Plans for Subdivision



Figure 4 – Proposed Native Vegetation Removal Map from Native Vegetation Removal Report dated 24/06/2025

INDIGO PLANNING SCHEME

Zoning

The subject site is located within the Low Density Residential Zone (LDRZ).

Clause 32.03-3 requires a permit to subdivide land.

Overlays

Significant Landscape Overlay – Schedule 2

The site is slightly covered by this overlay along the front northern boundary of the land; however, a permit is not required as the vegetation removal is outside the overlay area.

Particular Provisions

Clause 52.17 - Native Vegetation. A permit is required to remove native vegetation.

Clause 52.29 - Land Adjacent to the Principal Road Network. A permit is required to create access and to subdivide land adjacent to a road in a Transport Zone 2.

Clause 53.01 - Public Open Space Contribution and Subdivision

Clause 53.02 - Bushfire Planning. This clause applies to an application under any provision of this planning scheme to subdivide land in a bushfire prone area that is not in a Bushfire Management Overlay.

General Provisions

Clause 65.01 - Approval of an application or plan

Clause 65.02 - Approval of an application to subdivide land

CONSULTATION

Public Notice

This application was initially sent to public notice in December 2025 and again in May 2026 to include any previous objectors from the original application (PP180228). The application received a total of three (3) objections.

The following properties were notified under the initial public notice:



Figure 5 – Aerial showing the extent of properties that received a letter during the initial public notice period with the blue dots.

The objections received raised the following concerns which are summarised below:

- Inconsistent with the Indigo Planning Scheme
- Loss of native vegetation
- Incompatible with the local character
- Inadequate infrastructure & service provisions
- Unacceptable risks to safety, environment and community identity

Planner Response:

The zoning of the land is Low Density Residential, the development proposes minimum lot sizes of 0.2 hectares for lots that are connected to reticulated sewerage which is in accordance with the zone and purpose of the zone. This proposal is considered appropriate and consistent with the zoning of the land and relevant provisions of the Indigo Planning Scheme.

The loss of native vegetation has been minimised where possible, will be appropriately offset, and is acceptable in this instance against the relevant requirements of the Planning Scheme, conditions will be imposed on any permit issued.

The subject site is the last lot located within the Low Density Residential Zone before the Rural Living Zone begins and Farming Zone to the north across the road. The area has been strategically zoned to allow this transition of Low Density Residential to Rural Living. The proposal is consistent with the purpose of the zone to provide for low density residential development on lots and is compatible with the area. The proposal allows for larger lots surrounding the eastern and southern boundaries to transition to the Rural Living Zone area and with the proposed building envelopes sufficiently setback to protect the vegetation/landscaped character of the area around Marcus Creek.

The application was referred to Council's Asset Department and relevant authorities, who considered the infrastructure and service provisions with no objections received to the proposal subject to conditions. The proposed lots will follow Council and relevant authority requirements for access, drainage, sewerage, electricity and water supply, which will be addressed by conditions on any permit issued.

Traffic and road safety have been considered by Council's Assets Department and the Department of Transport and Planning, and no objections to the proposal were raised subject to conditions on any permit issued. The subject site is not subject to the Bushfire Management Overlay. Bushfire planning has been considered as the site is within the Designated Bushfire Prone Area. The proposal is acceptable in relation to the context of the site, safety, environment and community identity.

Referrals

The application was referred internally and externally to the relevant referral authorities for comment which are summarised below:

Assets

The Asset Department had no objection to the proposal subject to conditions. These conditions will be required on any permit issued.

ESD Advisor

The application was referred to the regional ESD Advisor who provided recommendations that a landscape plan should be provided to confirm street tree planting along the proposed internal road and redesign changes to facilitate increased native tree retention. A concept landscape plan was provided to address the street tree planting however a detailed landscape plan will be conditioned on any permit issued, and the internal road layout and building envelopes were redesigned to retain native trees under the S57A Amendment.

North East Water

North East Water has no objection to the proposal subject to conditions.

NECMA

NECMA does not object to the proposal subject to conditions that relate to stormwater management and quality, protection of downstream waterways and all buildings and works setback 30 metres from Marcus Creek which will be imposed on any permit issued.

DEECA

DEECA does not object to the proposal subject to conditions and permit notes on any permit issued.

AusNet

AusNet does not object to the proposal subject to conditions on any permit issued.

Head, Transport for Victoria

Head, Transport for Victoria does not object to the proposal subject to conditions on any permit issued.

DISCUSSION

Planning Policy Framework

The following Clauses are relevant to the application:

Clause 02.03-1 Settlement & Yackandandah

The relevant strategic directions are:

- Retain the village character of the township.
- Contain urban development within the town boundary.
- Protect rural landscapes and open vistas.

Planner Response

The proposal complies with these requirements by supporting development and growth in an appropriately zoned area. This subdivision allows for future residential development within Yackandandah through the infill of this site located within the town boundary and low density residential zoned area.

The same clause has a section on Yackandandah; however this does not contain any relevant guidance to the approval of the planning permit.

Clause 02.03-2 Environmental and landscape values

This clause contains the following relevant strategic directions:

- *Protect and conserve environmentally sensitive areas.*
- *Minimise vegetation loss.*
- *Minimise adverse environmental impacts arising from development.*

Planner Response

The proposal responds appropriately by minimising vegetation loss where possible, retaining existing vegetation and providing a lot layout and indicative building envelopes which prevent impacts on waterways and Marcus Creek, with setbacks from the waterway to protect the environmentally sensitive area.

Clause 02.03-5 Built environment and heritage

The first section of this clause relates to the built environment, and has the following relevant strategic direction:

- *Protect, conserve, and enhance the Shire's rich character, built environment, heritage, and natural features.*
- *Encourage sensitive design and siting of buildings and development within historic towns and rural landscapes.*

The second section of this clause relates to environmentally sustainable design:

- *Encourage the use of solar passive design in development.*
- *Encourage development design to be adaptable to climate change.*

Planner Response

The lot layout as shown on the proposed plans support these directions, as the lots are north-south orientation, allowing solar passive designs. The proposed layout, indicative building envelopes and conditions required by relevant departments/authorities will ensure the land can deal with the increased rainfall intensity expected as part of climate change.

Clause 02.03-9 Infrastructure

This policy contains one relevant direction:

- *Minimise the impacts of development on stormwater pollution and encourage Water Sensitive Urban Design.*

Planner Response

The information submitted with the application demonstrates this can be achieved plus requirements relating to stormwater and WSUD from relevant departments/authorities will be addressed by conditions.

Clause 11.01-1S Settlement

This clause has the following objective:

- *To facilitate the sustainable growth and development of Victoria and deliver choice and opportunity for all Victorians through a network of settlements.*

Planner Response

The proposal supports this objective by facilitating the development of a wider variety of land types in Yackandandah.

Clause 11.01-1R Settlement – Hume

This clause contains the following addition relevant strategy:

- *Support growth and development in other existing urban settlements and foster the sustainability of small rural settlements.*

Planner Response

While the clause identifies specific towns for growth, not including Yackandandah, the above strategy makes it clear that growth in other towns should be supported. The proposal supports this growth.

Clause 11.01-1L-04 Yackandandah

While this policy applies, it provides no guidance to the current proposal.

Clause 11.03-6S Regional and local places

This clause has the objective to facilitate integrated place-based planning. There is one relevant strategy:

- *Consider the distinctive characteristics and needs of regional and local places in planning for future land use and development.*

Planner Response

The proposal has responded appropriately to the context of the site and its surrounds which is reflected on the plans.

Clause 12.01-2S Native vegetation management

A native vegetation report and flora and fauna assessment was provided as part of the application. The proposal proposes to remove 1.728 hectares of native vegetation, and it has been considered by DEECA. The department considers that the application meets the three-step approach and is an adequate compromise between meeting the key objectives of the development and minimising the impacts of the proposal on native vegetation. To offset the proposed removal of the native vegetation, a native vegetation offset is required which will be conditioned on any permit issued along with other DEECA conditions imposed.

Clause 12.03-1S River and riparian corridors, waterways, lakes, wetlands and billabongs

This clause includes the following objective:

- *To protect and enhance waterway systems including river and riparian corridors, waterways, lakes, wetlands and billabongs.*

The following relevant strategies apply:

- *Protect the environmental, cultural, landscape values of all waterway systems as significant economic, environmental and cultural assets.*
- *Conserve waterway systems and the landscapes and environmental values surrounding them by protecting ecological values, indigenous vegetation, terrestrial and aquatic habitats and encouraging biodiversity.*
- *Sensitively design and site development to maintain and enhance the waterway system and the surrounding landscape setting, environmental assets, and ecological and hydrological systems.*
- *Address the impacts of use and development on drought and flooding events at a catchment and site scale to protect the health and natural function of waterway systems and their surrounding landscape and environment.*

Planner Response

This clause applies due to the Marcus Creek waterway running through the eastern side of the site. Appropriate stormwater management and infrastructure will prevent inundation or any unacceptable impacts to water quality.

NECMA did not object but have required certain conditions that relate to stormwater management and quality, protection of downstream waterways and all buildings and works setback 30 metres from Marcus Creek which will be included as a condition on any permit issued.

Clause 13.02-1S Bushfire Planning

This policy applies as the site is within a designated bushfire prone area.

The objective of this policy is *to strengthen the resilience of settlements and communities to bushfire through risk-based planning that prioritises the protection of human life.*

Planner Response

The Yackandandah-Wodonga Road separates the site from the Bushfire Management Overlay however the site is located within the designated bushfire prone area. The building envelopes have been appropriately setback from the vegetated areas around the eastern and southern boundaries of the site.

The overall risk to life and property on this site is acceptable with the appropriate bushfire protection measures that will be taken at the development stage.

Clause 13.02-1L Bushfire Planning

This local planning policy includes the following objective:

- *To ensure that use and development reduces the level of fire risk and includes adequate fire protection measures.*

The following strategies are relevant:

- *Site buildings, access roads and subdivisions to minimise the impact of fire.*
- *Support residential or public use development only where acceptable fire prevention and management measures can be implemented and maintained.*
- *Support development only where it appropriately responds to slope, access, aspect, orientation and nearby vegetation.*
- *Support development that includes landscaping featuring open areas with non-flammable ground cover and deciduous or low flammable species in planted areas.*

The policy also includes the following guidelines:

- Provision of water storage (in tanks or dams):
  - Of at least 90,000 litres (depending on vegetation cover of the site) of which 20,000 litres should be permanently set aside for firefighting purposes.
  - Located to maximise access to firefighting vehicles and services.
- Fitting water tanks with a gate valve and a 64 millimetres, 3 thread round male coupling to CFA specifications.
- Dams with an adjacent hard-standing area capable of accommodating water tankers.

Planner Response

The layout of the lots is a reasonable response to the fire risk with larger setbacks provided to the building envelopes on the eastern and southern boundaries of the site, and an access road provided to the site. In this case, there is sufficient space for water tanks for all lots however as large as those recommended, would be excessive for single dwellings on low density residential lots. The application was not referred to CFA as it is not required outside the Bushfire Management Overlay.

Clause 14.02-1S Catchment planning and management

This clause has an objective to assist the protection and restoration of catchments, waterways, estuaries, bays, water bodies, groundwater, and the marine environment.

Relevant strategies include:

- *Undertake measures to minimise the quantity and retard the flow of stormwater from developed areas.*
- *Require appropriate measures to filter sediment and wastes from stormwater prior to its discharge into waterways, including the preservation of floodplain or other land for wetlands and retention basins.*
- *Require appropriate measures to restrict sediment discharges from construction sites.*

Planner Response

Detailed plans addressing these issues will be a requirement on the planning permit. The submitted documents indicate that these requirements can be met, however the exact details will need to be resolved prior to any works commencing on site. Measures include ensuring that stormwater is restricted to predevelopment flows. These will need to be to the satisfaction of both NECMA and Council.

Clause 15.01-1S Urban design

This clause has the following objective:

- *To create urban environments that are safe, healthy, functional and enjoyable and that contribute to a sense of place and cultural identity.*

Relevant strategies include:

- *Require development to respond to its context in terms of character, cultural identity, natural features, surrounding landscape and climate.*
- *Ensure development contributes to community and cultural life by improving the quality of living and working environments, facilitating accessibility and providing for inclusiveness.*
- *Ensure the interface between the private and public realm protects and enhances personal safety.*
- *Ensure development supports public realm amenity and safe access to walking and cycling environments and public transport.*
- *Ensure that the design and location of publicly accessible private spaces, including car parking areas, forecourts and walkways, is of a high standard, creates a safe environment for users and enables easy and efficient use.*
- *Ensure that development provides landscaping that supports the amenity, attractiveness and safety of the public realm.*
- *Ensure that development, including signs, minimises detrimental impacts on amenity, on the natural and built environment and on the safety and efficiency of roads.*
- *Promote good urban design along and abutting transport corridors.*

Planner Response

The proposal has considered the site and its surrounds in its ultimate design. The planning process has resulted in a design that is reflective of the area and its constraints and opportunities.

Clause 15.01-3S Subdivision design

The objective of this clause is *to ensure the design of subdivisions achieves attractive, safe, accessible, diverse and sustainable neighbourhoods.*

Planner Response

The subdivision design provides:

- A layout that is suitable given the constraints of the site;
- Lot sizes vary appropriately;
- No parks or other open spaces are suitable. In this case, it would be preferable to take a cash contribution; however, a reserve connection has been provided to the adjoining Crown land on the eastern side of the site as shown on the proposed plan of subdivision.

- A concept landscaping plan for the provision of street tree planting along the proposed internal road, any further landscaping requirements will be addressed by condition;
- The site is not suitable for public transport, given the relative size of Yackandandah; and
- The subject site is adequately serviced.

Clause 15.03-2S Aboriginal cultural heritage

The objective of this clause is *to ensure the protection and conservation of places of Aboriginal cultural heritage significance.*

Planner Response

The subject site is located within the Aboriginal Cultural Heritage Sensitivity Area, and an approved Cultural Heritage Management Plan was provided for the proposal. The report concluded that there was no Aboriginal cultural heritage identified in the activity area, no areas of Aboriginal cultural heritage sensitivity were identified during the survey, and no known Aboriginal cultural heritage will be impacted by the activity.

The Cultural Heritage Management conditions are required to be followed for measures to be taken before, during and after activity which will be addressed on any permit issued.

Clause 16.01-1L Residential Subdivision and Development

As the proposal is for subdivision of residential land, this policy applies.

This clause has the following objectives:

- To ensure that residential development is connected to reticulated sewerage, water, power, and stormwater facilities and has access to fully constructed roads.
- To ensure that urban development does not adversely impact the environment and downstream water quality.
- To locate medium density development adjacent to community services and facilities and in proximity to commercial centres.
- To ensure that the design of medium density housing considers the scale, mass, form and height of other buildings particularly in heritage towns.

The following strategies are relevant:

- Ensure residential development is provided with reticulated services.
- Encourage low density residential development that adequately treats and disposes of effluent where reticulated sewerage is not available.
- Support development that is well connected to the neighbourhood, including:
    - Dwellings facing existing and proposed streets.
    - Design and landscaping which relates to the surrounding neighbourhood character.
    - Provision of adequate vehicle and pedestrian links.

Planner Response

The proposal allows for subdivided low density residential lots in a suitable zone, functional layout with lot sizes similar to the existing subdivision pattern in the zoned area which is in line with this policy. The proposal will be connected to all reticulated services and will not adversely affect the environment.

Vehicle access to a fully constructed internal road and a detailed landscape plan for street planting along the internal road will be required by conditions on any permit issued as per Council's Asset Department. No medium density development is proposed.

NECMA had no objection to the proposal subject to conditions included on any permit issued.

Clause 18.02-1S Walking

The plans do not show footpaths within the development. This will be required by a suitable permit condition.

Clause 18.02-4S Roads

This clause has the objective *to facilitate an efficient and safe road network that integrates all movement networks and makes best use of existing infrastructure.*

Planner Response

The proposed road network will adequately serve the land. There is a proposed internal road with court bowl design to the proposed lots from Yackandandah-Wodonga Road which will integrate appropriately with the surrounding land. DTP had no objection to the proposal subject to conditions included on any permit issued and the proposed internal road will need to meet Council's Asset Department requirements via conditions.

Clause 19.02-6S Open space

This clause has the following objective:

- *To establish, manage and improve a diverse and integrated network of public open space that meets the needs of the community.*

Planner Response

In this case, creating open space on site would not be practical, as it would be limited in both size and catchment area. Requiring a contribution and using it to improve the overall Yackandandah open space network would be a better outcome, and as such a contribution will be required by condition. The area along the eastern and southern boundaries is not suitable for open space due to Marcus Creek running along the boundaries.

Clause 19.03-2S Infrastructure design and provision

This clause has the following objective:

- *To provide timely, efficient and cost-effective development infrastructure that meets the needs of the community.*

Planner Response

The proposal includes designs for suitable infrastructure. Appropriate conditions on any permit issued will ensure that the infrastructure will meet the servicing authorities and Council's requirements.

Clause 19.03-3S Integrated water management

This clause has the objective *to sustainably manage water supply and demand, water resources, wastewater, drainage and stormwater through an integrated water management approach.*

Planner Response

A Stormwater management plan was provided as part of the application. The development is required to demonstrate that the stormwater quality and waterway management plans are compliant with the

relevant guidelines on any permit issued. Further drainage and stormwater requirements have been required by Council and relevant authorities which will be addressed by conditions.

Clause 19.03-3L Stormwater Management

This local policy has the following additional objectives:

- *To improve the rate of on-site retention and treatment of stormwater.*
- *To improve the quality of stormwater by reducing pollutants entering the stormwater system, particularly from construction sites.*
- *To increase the use of water sensitive urban design in new development.*

The clause has the following strategies:

- *Discourage development that re-directs stormwater flows.*
- *Encourage water sensitive urban design, including on-site infiltration, water tanks and settling ponds.*
- *Support development that sets aside land for stormwater detention and treatment, in addition to any requirement for the provision of open space.*
- *Support development that includes measures to minimise off-site stormwater run-off.*

The clause also includes these policy guidelines:

Consider as relevant:

- *Encourage dwellings that incorporate a rainwater tank, plumbed to toilets and garden taps, with only the overflow from the rainwater tank to be directly discharged to each lot's stormwater point.*
- *Encourage water saving measures such as AAA rated fixtures and a pressure reduction valve.*
- *Encourage subdivision to include stormwater detention and filtration through use of grassed swales, wetlands and infiltration trenches.*
- *Buildings and subdivision to provide a 30 metre vegetated buffer strip from a waterway.*

Planner Response

A Stormwater management plan was provided as part of the application. The development is required to demonstrate that the stormwater quality and waterway management plans are compliant with the relevant guidelines on any permit issued. All buildings and works must have a minimum 30 metre from Marcus Creek and future buildings (inclusive of sheds and outbuildings) must only be constructed within the building envelope. This must be shown on the proposed subdivision plans with proposed building envelopes setback of 30 metres prior to certification. NECMA require this to be conditioned on any permit issued.

Zone

Low Density Residential Zone

The site is located within the Low Density Residential Zone. The purpose of this zone is:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To provide for low-density residential development on lots which, in the absence of reticulated sewerage, can treat and retain all wastewater.*

Planner Response

The Planning Policy Framework was discussed above. The proposal is in line with the purpose of the zone to provide low density residential development on lots.

Pursuant to Clause 32.03-3, each subdivided lot must be at least the area specified as below:

- *0.4 hectare for each lot where reticulated sewerage is not connected. If no area is specified each lot must be at least 0.4 hectare.*
- *0.2 hectare for each lot with connected reticulated sewerage. If no area is specified each lot must be at least 0.2 hectare.*

The proposal achieves these requirements. Clause 32.03-5 lists application requirements for subdivision. The applicant has provided information sufficient to meet these requirements.

Clause 32.03-6 contains decision guidelines:

Guidelines	Response
General	
The Municipal Planning Strategy and the Planning Policy Framework.	Considered and generally supportive of the application.
Subdivision	
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.	Complies, as discussed above.
The availability and provision of utility services, including sewerage, water, drainage, electricity and telecommunications.	Complies, all relevant services are provided.
In the absence of reticulated sewerage: • The capability and suitability of the lot to treat and retain all wastewater as determined by a Land Capability Assessment on the risks to human health and the environment of an on-site wastewater management system constructed, installed, or altered on the lot in accordance with the requirements of the Environment Protection Regulations under the *Environment Protection Act 2017*. • The benefits of restricting the size of the lots to generally no more than 2	N/A, reticulated sewerage available.

Guidelines	Response
hectares to enable lots to be efficiently maintained without the need for agricultural techniques and equipment.	
The relevant standards of Clauses 56.07-1 to 56.07-4.	Considered, and generally supportive of the application – see below.

Clause 56

The following Clause 56 standards are relevant to subdivisions in the LDRZ.

Clause & Standard	Objective	Response
56.07-1 Drinking water supply objectives C22	*To reduce the use of drinking water.* *To provide an adequate, cost-effective supply of drinking water.*	Complies, North East Water has consented to the development subject to conditions which ensure adequate drinking water is provided.
56.07-2 Reused and recycled water objective C23	*To provide for the substitution of drinking water for non-drinking purposes with reused and recycled water.*	N/A - not required by North East Water.
56.07-3 Waste water management objective C24	*To provide a waste water system that is adequate for the maintenance of public health and the management of effluent in an environmentally friendly manner.*	Complies, North East Water has consented to the development subject to conditions which ensure adequate sewerage system is provided.
56.07-4 Stormwater management objectives C25	*To minimise damage to properties and inconvenience to residents from stormwater.* *To ensure that the street operates adequately during major storm events and provides for public safety.* *To minimise increases in stormwater and protect the environmental values and physical characteristics of receiving waters from degradation by stormwater.* *To encourage stormwater management that maximises the retention and reuse of stormwater.* *To encourage stormwater management that contributes to*	Complies by conditions. A Stormwater management plan demonstrates that the land can meet the required objectives for stormwater management. However, more detailed design work is required. This will form part of the conditions applying to any planning permit issued.

Clause & Standard	Objective	Response
	cooling, local habitat improvements and provision of attractive and enjoyable spaces.	

Particular Provisions

Clause 52.17 Native Vegetation

Clause 52.17 relates to native vegetation.

The purpose of this provision is:

> *To ensure that there is no net loss to biodiversity as a result of the removal, destruction or lopping of native vegetation. This is achieved by applying the following three step approach in accordance with the Guidelines for the removal, destruction or lopping of native vegetation (Department of Energy, Environment and Climate Action, 2025) (the Guidelines):*
>
> *1. Avoid the removal, destruction or lopping of native vegetation.*
>
> *2. Minimise impacts from the removal, destruction or lopping of native vegetation that cannot be avoided.*
>
> *3. Provide an offset to compensate for the biodiversity impact if a permit is granted to remove, destroy or lop native vegetation.*
>
> *To manage the removal, destruction or lopping of native vegetation to minimise land and water degradation.*

Planner Response

A permit is required to remove native vegetation under Clause 52.17-1.

Clause 52.17-4 contains decision guidelines that the responsible authority must consider the decision guidelines specified in the Guidelines as appropriate.

A native vegetation report and flora and fauna assessment was provided as part of the application. The proposal proposes to remove 1.728 hectares of native vegetation which has been considered by DEECA. The department considers that the application meets the three-step approach and is an adequate compromise between meeting the key objectives of the development and minimising the impacts of the proposal on native vegetation. To offset the proposed removal of the native vegetation, a native vegetation offset is required which will be conditioned on any permit issued along with other DEECA conditions imposed.

Clause 52.29 Land Adjacent to the Principal Road Network

The purpose of this provision is:

> *To ensure appropriate access to the Principal Road Network or land planned to form part of the Principal Road Network.*
>
> *To ensure appropriate subdivision of land adjacent to Principal Road Network or land planned to form part of the Principal Road Network.*

Planner Response

Clause 52.29-2 requires a permit to create access and to subdivide land adjacent to a road in a Transport Zone 2. Clause 52.29-4 requires the application to be referred; it was referred to DTP who had no objection to the proposal subject to conditions.

Clause 52.29-6 contains decision guidelines:

Decision Guidelines	Response
The Municipal Planning Strategy and the Planning Policy Framework.	Considered and complies.
The views of the relevant road authority.	DTP had no objection subject to conditions imposed on any planning permit issued.
The effect of the proposal on the operation of the road and on public safety.	Considered by DTP and Council's Asset Department, the proposal will not impact on the operation of the road and on public safety.
Any policy made by the relevant road authority pursuant to schedule 2, clause 3 of the Road Management Act 2004 regarding access between a controlled access road and adjacent land.	DTP had no objection to the proposal subject to conditions.

Clause 53.01 Public Open Space Contribution and Subdivision

Clause 53.01 states:

A person who proposes to subdivide land must make a contribution to the council for public open space in an amount specified in the schedule to this clause (being a percentage of the land intended to be used for residential, industrial or commercial purposes, or a percentage of the site value of such land, or a combination of both). If no amount is specified, a contribution for public open space may still be required under section 18 of the Subdivision Act 1988.

The Indigo Planning Scheme doesn't specify a contribution, so the requirements of section 18(8)(a) of the *Subdivision Act 1988* apply. This section specifies a maximum contribution, and specifies the following relevant considerations:

Guideline	Response
(1A)(a) the existing and proposed development of the land	The proposed use of the land for residential purposes increases the demand for open space.
(1A)(b) any likelihood that existing open space will be more intensively used after than before the subdivision	Yes, given the potential for more residents to reside in the area. Existing open space within Yackandandah could likely be used more frequently.
(1A)(c) any existing or likely population density in the area of the subdivision and the effect of subdivision on this	The subdivision will increase population density in the area.

(1A)(d) whether there are existing places of public resort or recreation in the neighbourhood of the subdivision, and the adequacy of these	No, not within the proposed subdivision. Recreation would occur within individual lots for the benefit of landowners and within the broader area.
(1A)(e) how much of the land in the subdivision is likely to be used for places of resort and recreation for lot owners	Sufficient space for recreation within the individual lots for owners but not for organised recreation.
(1A)(f) any policies of the Council concerning the provision of places of public resort and recreation	Council does not have an Open Space Strategy or policies in place.

The remainder of this section relates to the mechanics of payment.

Having considered the relevant matters, Council should require a contribution towards public open space. In this case, the contribution should be made by a cash payment of 5%, which will be imposed by condition.

Clause 53.02 Bushfire Planning

This clause has the following objectives:

Objective	Response
To implement the Municipal Planning Strategy and the Planning Policy Framework.	Discussed elsewhere in this report.
To ensure that the development of land prioritises the protection of human life and strengthens community resilience to bushfire.	Complies, the proposed building envelopes have greater setbacks from the eastern and southern boundaries to protect human life and community.
To ensure that the location, design and construction of development appropriately responds to the bushfire hazard.	N/A. No construction development proposed.
To ensure development is only permitted where the risk to life, property and community infrastructure from bushfire can be reduced to an acceptable level.	Complies, the overall risk on this site is acceptable.
To specify location, design and construction measures for a single dwelling that reduces the bushfire	N/A. No single dwelling proposed in this application.

Objective	Response
risk to life and property to an acceptable level.	

Clause 53.02-1 lists the application of this provision:

- *An application under clause 44.06 (Bushfire Management Overlay), other than an application that meets all of the applicable requirements specified in a schedule to that clause.*
- *An application under any provision of this planning scheme to subdivide land in a bushfire prone area that is not in a Bushfire Management Overlay.*
- *An application under any provision of this planning scheme to construct a building or construct or carry out works associated with the use of land for accommodation, education centre, hospital, indoor recreation facility, major sports and recreation facility or place of assembly in a bushfire prone area that is not in a Bushfire Management Overlay.*

The current proposal is for an application under any provision of this planning scheme to subdivide land in a bushfire prone area that is not in a Bushfire Management Overlay, so this clause applies.

The following table lists how the provisions apply:

Type of application	Applicable provision	Applies?
An application under clause 44.06 to construct a single dwelling or construct or carry out works associated with a single dwelling if all of the following requirements are met: • The land is zoned Neighbourhood Residential Zone, General Residential Zone, Residential Growth Zone, Housing Choice and Transport Zone, Urban Growth Zone, Low Density Residential Zone, Township Zone or Rural Living Zone. • There is only one dwelling on the lot. • The application meets all of the approved measures contained in clause 53.02-3.	53.02-3	No
An application under clause 44.06 to construct a non-habitable outbuilding ancillary to a dwelling that meets all of the requirements specified in Table 5. *Note: The objectives or measures specified for other kinds of applications under clause 53.02 do not apply to this kind of application.*	53.02-5 - Table 5	No
All other applications under clause 44.06 to construct a building or construct or carry out works.	Clause 53.02-4.1 Clause 53.02-4.2	No

Type of application	Applicable provision	Applies?
	Clause 53.02-4.3 Clause 53.02-4.5 Clause 53.02-4.6	
An application under clause 44.06 to subdivide land.	Clause 53.02-4.4 Clause 53.02-4.6	No
An application to subdivide land, or to construct a building or construct or carry out works associated with the use of land for accommodation, education centre, hospital, indoor recreation facility, major sports and recreation facility or a place of assembly, in a bushfire prone area that is not in a Bushfire Management Overlay.	Clause 53.02-6	Yes

53.02-6 Bushfire Prone area decision guidelines

The following decision guidelines apply to development in bushfire prone areas:

Guideline	Response
General	
The Municipal Planning Strategy and the Planning Policy Framework.	Complies, discussed earlier in the report.
The impact of any State, regional or local bushfire management and prevention actions occurring around the site and in the wider area on the bushfire hazard and the level of risk to the proposed development.	No particular bushfire activities have been identified as occurring in this area.
The risk of bushfire to people, property and community infrastructure.	Any future dwellings within the proposed lots can achieve compliant Bushfire Attack Levels (BAL), with the applicable BAL to be determined through detailed assessment at the building permit stage based on the final dwelling siting and surrounding conditions.
Whether the risk arising from the broader landscape can be mitigated to an acceptable level.	The design response ensures that future dwellings can be appropriately sited within each lot to achieve separation from higher fuel loads where present and to enable compliance with construction requirements.
Whether bushfire protection measures to address the identified bushfire risk are required	No additional measures are applicable in this case.

Guideline	Response
and can be practically implemented, including any measure set out in clause 53.02-4.	
Whether bushfire protection measures can be implemented without unacceptable biodiversity impacts.	Bushfire protection measures can be achieved without unacceptable impacts on biodiversity.
Proposed vegetation	
If vegetation is proposed, whether it will cause or contribute to the bushfire hazard or increase the risk to life, property, or community infrastructure.	A concept landscape plan for provision of street tree planting was provided which isn't envisioned to cause a bushfire hazard as planting will be along the proposed internal road.
Dwellings and small second dwellings	
Whether a static water supply for bushfire firefighting is required having regard to the size of the lot, proximity to a hydrant and connection to reticulated water.	N/A - subdivision application.
If a vehicle accessway is greater than 30 metres in length or the relevant fire authority requires access to the static water supply on the land, whether the access design and construction requirements set out in Table 3 to clause 53.02-5 should be met.	N/A - subdivision application.
Vulnerable people For a building used for accommodation (other than a dwelling or small second dwelling), education centre, hospital, indoor recreation facility, major sports and recreation facility or place of assembly the responsible authority must also consider:	
The capacity for vulnerable occupants to evacuate.	N/A
Whether emergency management arrangements are provided and are sufficient for the site.	N/A
Whether the risk to vulnerable occupants warrants the closure of the use or development on days of elevated fire danger.	N/A
Whether measures to shelter in place are warranted and whether the measures will protect human life.	N/A
The net benefit provided to any existing vulnerable people.	N/A

Guideline	Response
Subdivision	
Whether each lot can achieve the setback from the bushfire hazard in accordance with the vegetation type and slope set out in Table 1 to clause 53.02-5 for the corresponding distance specified in Column C of that Table.	Each proposed lot can achieve the required setbacks in accordance with Table 1 to Clause 53.02-5, with the size of the lots, sparse vegetation, and generally flat rural topography supporting appropriate separation from bushfire hazards.
Whether a staged subdivision manages interim bushfire hazard during the construction or staging.	N/A - no staging proposed.

Overall, the proposal is acceptable under this provision.

General Provisions

Clause 65.01 Approval of an application or plan

The following decision guidelines are required to be considered:

Guidelines	Response
The matters set out in section 60 of the Act.	Considered and found supportive.
Any significant effects the environment, including the contamination of land, may have on the use or development.	No significant impacts identified.
The Municipal Planning Strategy and the Planning Policy Framework.	Considered and generally supportive.
The purpose of the zone, overlay or other provision.	The relevant purposes have been considered.
Any matter required to be considered in the zone, overlay or other provision.	All relevant matters have been considered.
The orderly planning of the area.	The proposal represents orderly planning.
The effect on the environment, human health and amenity of the area.	The proposal will not have any unacceptable impacts.
The proximity of the land to any public land.	No nearby public land will be adversely affected.
Factors likely to cause or contribute to land degradation, salinity or reduce water quality.	The report provided demonstrates that the proposal can address any issues and conditions to ensure these factors do not occur and comply with relevant authorities and standards.

Guidelines	Response
Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.	The stormwater management report addresses this, and conditions will be required on any permit issued.
The extent and character of native vegetation and the likelihood of its destruction.	Removal of some native vegetation is proposed subject to conditions requiring offsets which are acceptable.
Whether native vegetation is to be or can be protected, planted or allowed to regenerate.	The removal of native vegetation was minimised where possible, and street tree planting will be of native species addressed by condition.
The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.	There are no flooding overlays however the site is within the Designated Bushfire Prone Area which will require the appropriate bushfire construction requirements determined by the relevant building surveyor at development stage.
The adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts.	There is sufficient space on the land, no traffic flow or road safety impacts.
The impact the use or development will have on the current and future development and operation of the transport system.	The proposal will not have any unreasonable impacts on the transport system.

Clause 65.02 Approval of an application to subdivide land

In addition to the Clause 65.01 requirements, this clause imposes additional consideration for subdivision applications.

Guidelines	Response
The suitability of the land for subdivision.	The land is suitable for subdivision.
The existing use and possible future development of the land and nearby land.	The land is likely to be developed for residential use, which is acceptable and desirable in this area.
The availability of subdivided land in the locality, and the need for the creation of further lots.	Some subdivided land exists; however this is one of the last substantial undeveloped pieces of residential land within Yackandandah.
The effect of development on the use or development of other land which has a common means of drainage.	Stormwater will be restricted to predevelopment flows.
The subdivision pattern having regard to the physical characteristics of the land including existing vegetation.	The subdivision is a suitable response to the land.

Guidelines	Response
The density of the proposed development.	The density is appropriate for the proposed subdivision.
The area and dimensions of each lot in the subdivision.	The lots are suitably sized and dimensioned for the zone and site context.
The layout of roads having regard to their function and relationship to existing roads.	The proposed subdivision will provide access from Yackandandah-Wodonga Road in accordance with Department of Transport and Planning (DTP) requirements, via an internal road network servicing the proposed lots. The internal road will be required to be constructed to Council standards as part of the development.
The movement of pedestrians and vehicles throughout the subdivision and the ease of access to all lots.	The lots will be accessed via the proposed internal road that connects to Yackandandah-Wodonga Road. A small reserve connects to the adjoining Crown Land to the east.
The provision and location of reserves for public open space and other community facilities.	Not proposed apart from a small reserve from the internal road linking to the adjoining Crown Land to the east, an open space contribution will be required by condition.
The staging of the subdivision.	N/A - no staging proposed.
The design and siting of buildings having regard to safety and the risk of spread of fire.	N/A, no buildings proposed only building envelopes and fire risk has been considered as the site is in the designated bushfire prone area.
The provision of off-street parking.	N/A
The provision and location of common property.	N/A
The functions of any owners corporation.	N/A
The availability and provision of utility services, including water, sewerage, drainage, electricity, and, where the subdivision is not a residential subdivision, gas.	All relevant services are available and will be required to be connected as per conditions on any permit issued.
If the land is not sewered and no provision has been made for the land to be sewered, the capacity of the land to treat and retain all sewage and sullage within the boundaries of each lot.	N/A
Whether, in relation to subdivision plans, native vegetation can be protected through subdivision and siting of open space areas.	Native vegetation removal is proposed to a minimal and offsets will be required by condition any permit issued.

Guidelines	Response
The impact the development will have on the current and future development and operation of the transport system.	Considered, and no unacceptable impacts identified.

Overall, the proposal is acceptable.

CONCLUSION

The proposed subdivision of twelve lots in the Low Density Residential Zone, creation of access, subdivision of land adjacent to a road in a Transport Zone 2 and native vegetation removal is consistent with the relevant Planning Policy Framework, as well as the purposes and objectives of the zone and provisions. It is therefore recommended that a Notice of Decision to grant a planning permit is issued subject to conditions.

CONFIDENTIAL ATTACHMENTS

A confidential attachment has been provided to Councillors under separate cover. Section 197A of the Planning and Environment Act 1997 determines the way Councils are able to make certain planning documents available to the public. The Act provides that the confidential document listed below can only be made available for public inspection:

- at Council offices during business hours, or
- electronically via Council's website subject to strict public availability requirements, requiring significant editing of individual documents.

DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Greg Pinkerton - Director Planning and Corporate Services
- James Turner - Manager Planning & Statutory Services
- Steven Hawkins - Planning Coordinator
- Eliza Jarrah - Senior Statutory Planner

Attachments

1. Proposed Amended Plan of Subdivision 1.6.26 [**12.2.1** - 3 pages]
2. Proposed Site context and design response (Subdivision) (Ver #2) 1.6.26 [**12.2.2** - 1 page]
3. Street Tree Plan [**12.2.3** - 1 page]
4. Updated Flora & Fauna Assessment Report [**12.2.4** - 59 pages]
5. Cultural Heritage Management Plan [**12.2.5** - 75 pages]
6. Stormwater Management Plan [**12.2.6** - 21 pages]
7. CONFIDENTIAL -P P 230113 - Objections x 3 [**12.2.7** - 14 pages]
8. PP230113 - Draft Conditions- Yackandandah-Wodonga Road Yackandandah 3749 - PN 7461 [**12.2.8** - 20 pages]

PLAN OF SUBDIVISION

EDITION 1

PS840962C

LOCATION OF LAND

PARISH : YACKANDANDAH

TOWNSHIP : YACKANDANDAH

SECTION : F

CROWN ALLOTMENT : 1

CROWN PORTION :

TITLE REFERENCE : Vol.11602 Fol.621

LAST PLAN REFERENCE : TP66897N

POSTAL ADDRESS : YACKANDANDAH WODONGA ROAD
(At time of subdivision) YACKANDANDAH 3749

MGA2020 Co-ordinates
(of approx centre of land in plan) E 486 970 N 5982 300 ZONE: 55 GDA 2020

INDIGO SHIRE COUNCIL

VESTING OF ROADS AND/OR RESERVES

IDENTIFIER	COUNCIL/BODY/PERSON
ROAD R1	INDIGO SHIRE COUNCIL
RESERVE No.1	INDIGO SHIRE COUNCIL

NOTATIONS

DEPTH LIMITATION Nil

SURVEY:
This plan is based on survey.

STAGING:
This is not a staged subdivision.
Planning Permit No. 18-0228

This survey has been connected to permanent marks No(s). 83

In Proclaimed Survey Area No. ———

NOTATIONS

WATERWAY NOTATION:
LAND IN THIS PLAN MAY ABUT CROWN LAND THAT MAY BE SUBJECT TO A CROWN LICENCE TO USE

EASEMENT INFORMATION

LEGEND: A - Appurtenant Easement E - Encumbering Easement R - Encumbering Easement (Road)

Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited/In Favour Of
E-1	DRAINAGE	5	THIS PLAN	INDIGO SHIRE COUNCIL

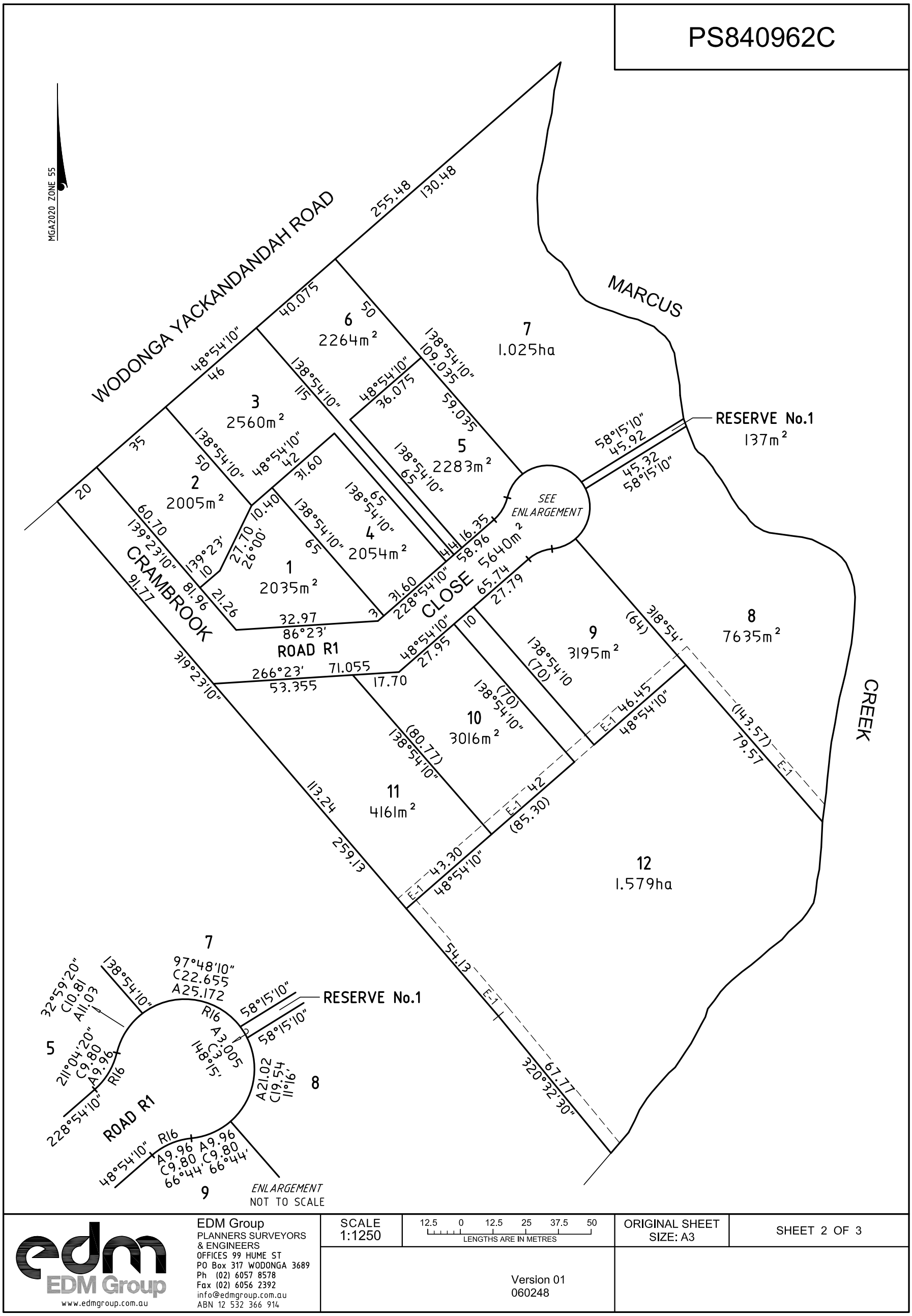
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SURVEYORS FILE REF: 060248

ORIGINAL SHEET SIZE: A3

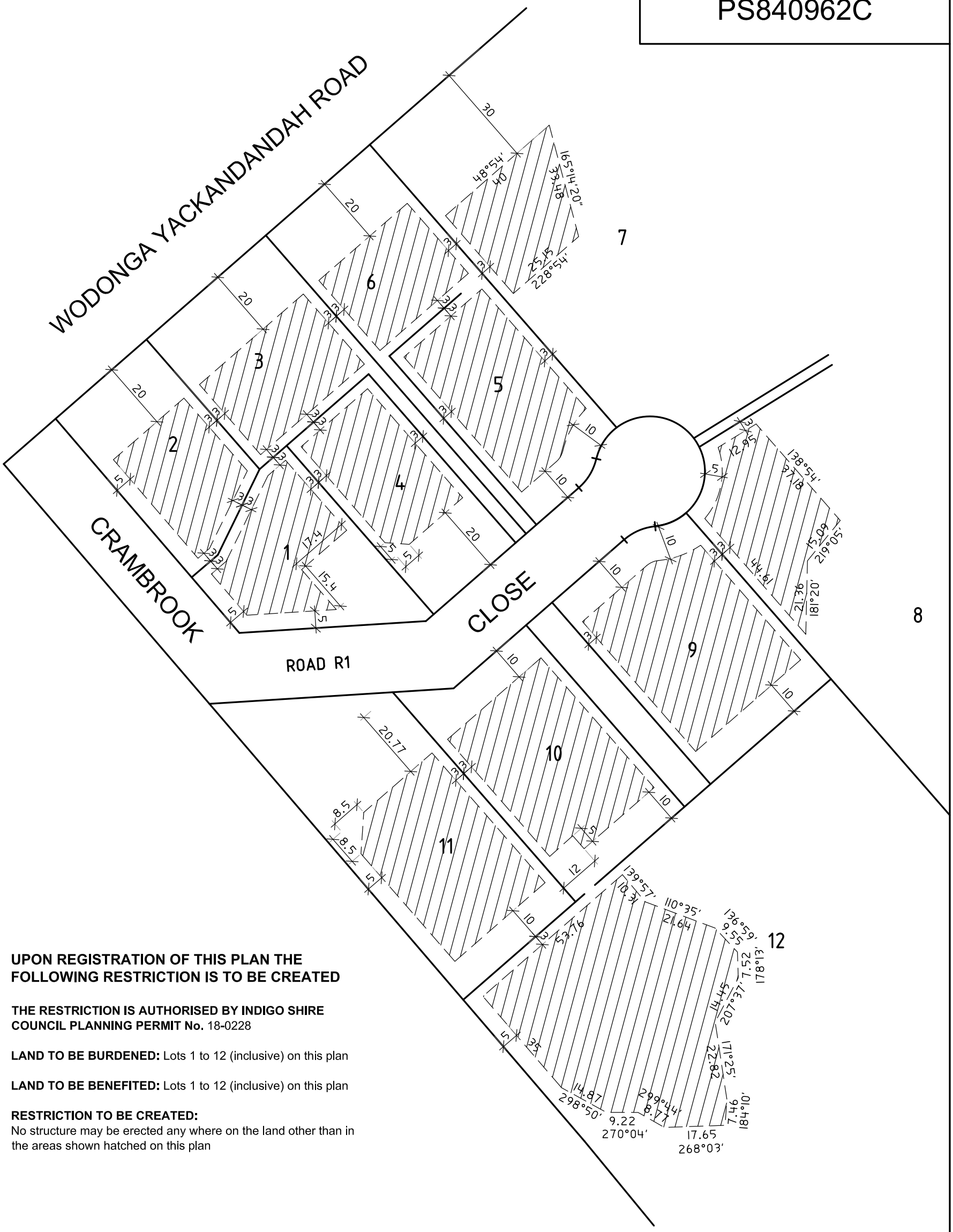
SHEET 1 OF 3

Version 01



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		Version 01 060248		

PS840962C



UPON REGISTRATION OF THIS PLAN THE FOLLOWING RESTRICTION IS TO BE CREATED

THE RESTRICTION IS AUTHORISED BY INDIGO SHIRE COUNCIL PLANNING PERMIT No. 18-0228

LAND TO BE BURDENED: Lots 1 to 12 (inclusive) on this plan

LAND TO BE BENEFITED: Lots 1 to 12 (inclusive) on this plan

RESTRICTION TO BE CREATED:
No structure may be erected any where on the land other than in the areas shown hatched on this plan

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		Version 01 060248			



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DESIGN RESPONSE
CROWN ALLOTMENT 1 SECTION F PARISH AND TOWNSHIP OF YACKANDANDAH
YACKANDANDAH - WODONGA ROAD YACKANDANDAH 3749

Denoted Proposed Building Envelope

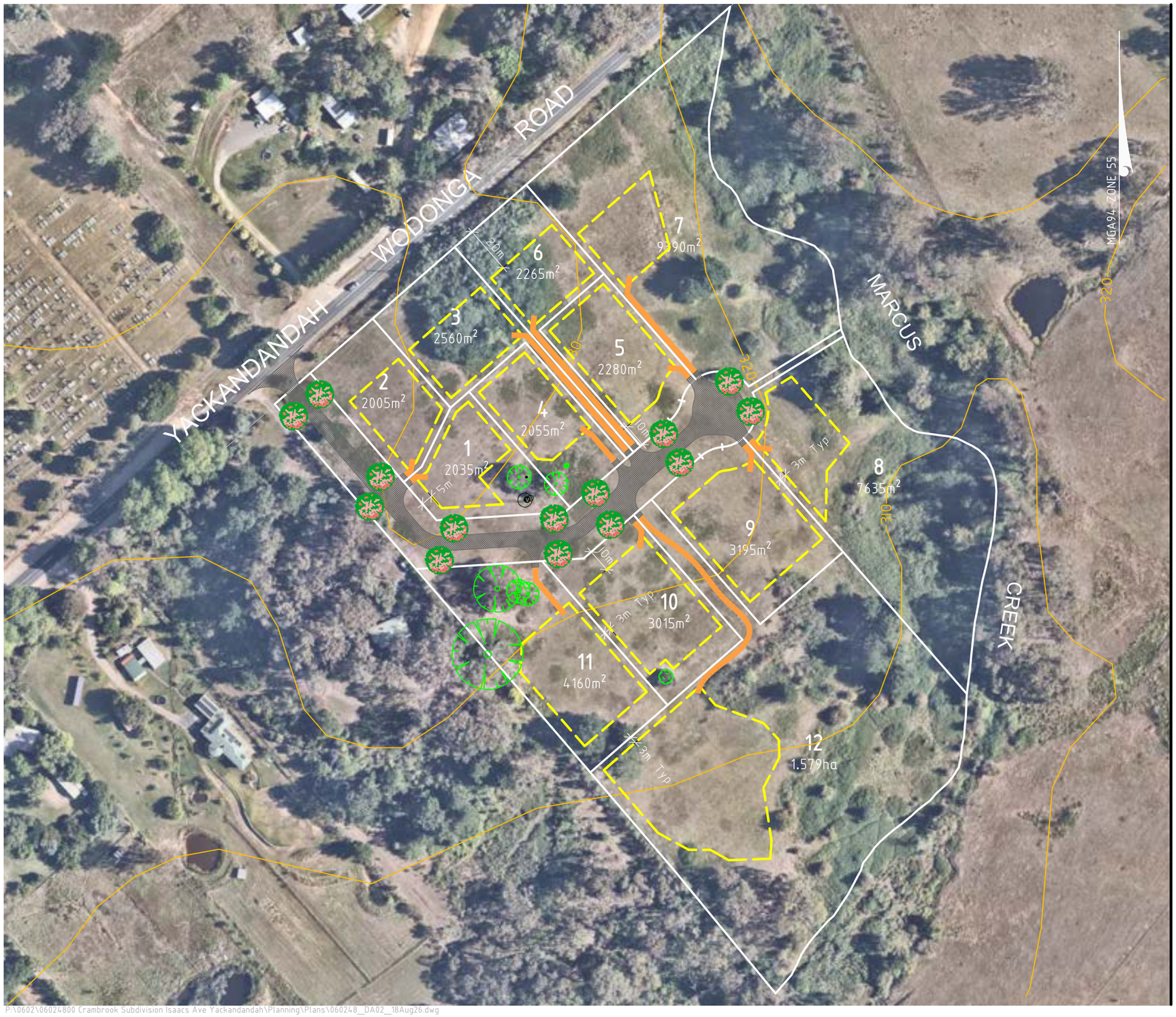
NOTE:
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STREET TREE PLAN
CROWN ALLOTMENT 1 SECTION F PARISH AND TOWNSHIP OF YACKANDANDAH
YACKANDANDAH - WODONGA ROAD YACKANDANDAH 3749

Quercus Phellos (Willow Oak)

Proposed Driveway

Denoted Proposed Building Envelope

NOTE:
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Drawing No. 060248_DA02_18Aug26
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Hamilton Environmental Services
ABN: 89 108 410 911

FLORA AND FAUNA ASSESSMENT AND NET LOSS REPORTING – CRAMBROOK CLOSE, YACKANDANDAH



EDM Group

Flora and Fauna Assessment and Net Loss Reporting – Crambrook Close, Yackandandah

Submitted to:
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Version 1, 26th June 2025

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Cover Photo: Looking south across the property with the large central derived native grassland in the foreground and mid-ground.

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1. INTRODUCTION

The landholder of Crambrook Close Yackandandah is planning an 12-lot residential subdivision at the property.

Hamilton Environmental Services (HES) were provided with the opportunity to quote for the site assessment and preparation of this Report for the landholder through EDM Group.

Dr. Steve Hamilton (HH129) undertook field evaluation at the site on the 17th February 2025 to assess the extent of indigenous vegetation on the site and determine the condition of the vegetation, to ascertain the likely net loss and offset requirement, and to inform any potential avoidance and minimisation of native vegetation loss, and this report presents the findings from these investigations.

2. BACKGROUND

2.1 Site Location and Description

The fenced property is found one parcel on the southern side of the Yackandandah-Wodonga Road to which it has frontage, opposite the Marcus Creek Road intersection and the Yackandandah Cemetery, some 1.5 km north-east of the centre of Yackandandah (Fig. 2-1)(Vicroads 659 U9).

The assessed property is currently access through an earth track to the Yackandandah-Wodonga Road in the north-western corner of the property (see Fig. 2-2).

The parcel has an area of 6.164 ha, is an irregular shape on flat terrain, with freehold properties to its east, south and west; the southern boundary is demarked by the alignment of the Marcus Creek corridor (see Fig. 2-2).

There are no structures on the property and no internal fencing; however it is clear that the entire site has had a long history of stock grazing, and in this sense, the site is one grazing paddock.

The property has been predominantly cleared of indigenous woody vegetation, but does retain some remnant mostly mature-age Grey Box (*Eucalyptus microcarpa*), Red Stringybark (*E. macrorhyncha*), Bundy (*E. goniocalyx*), Apple Box (*E. bridgesiana*), Broad-leaf Peppermint (*E. dives*), Blakely's Red Gum (*E. blakelyi*) and Silver Bundy (*E. nortonii*) – including some standing dead trees – found mostly along the western boundary area, centrally, or along the Marcus Creek corridor in the south of the property (see Fig. 2-2).

Most of the peripheral areas of the property have a ground layer that is dominated by an array of introduced annual and perennial species at ground level, and there is little representation of indigenous ground layer species across these sections assessed site. However, there is a 1.89 ha central derived native grassland patch, as well as smaller fence line patches around the north-western parts of the property, and a large indigenous aquatic macrophyte patch (composed of Common Reed; *Phragmites australis*) within the Marcus Creek corridor in the east of the property.

There is a large naturalised patch of woody weeds in the northern central part of the property (adjacent to the Yackandandah-Wodonga Road), a small, central linear area dominated by woody weeds, and the Marcus Creek corridor is dominated by a range of woody weeds.

The pertinent section of the road reserve of the Yackandandah-Wodonga Road where the common road exit is to be located contains no native vegetation; there are two planted exotic trees in the vicinity of this point.

The Design Response Plan is shown in Fig. 2-3.



Figure 2-1 Aerial image of the assessed parcel within the district; the parcel is outlined with a solid red border (Image from ESRI Australia 2025).

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Attachment 12.2.4
Updated Flora & Fauna Assessment Report
Page 88
SCHEDULED COUNCIL MEETING AGENDA - 27 OCTOBER 2026



Figure 2-2 **Aerial image of the assessed property, showing property boundary, proposed lot boundaries (in white) and proposed building envelopes (Image from ESRI Australia 2025).**

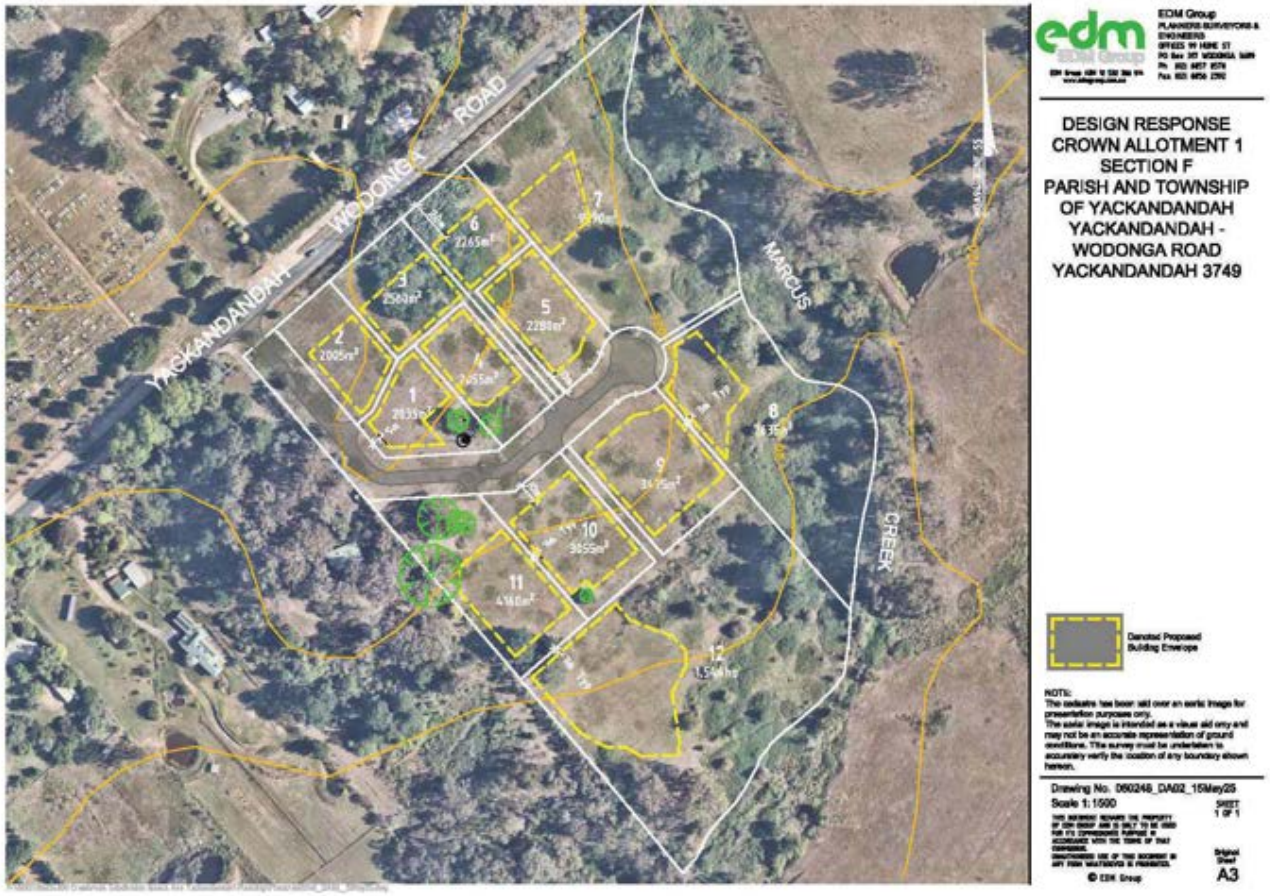


Figure 2-3 **Design Response Plan for the Crambrook Close Yackandandah residential subdivision (from EDM Group, Drawing No. 060248_DA02_15May25).**

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Attachment 12.2.4
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SCHEDULED COUNCIL MEETING AGENDA - 27 OCTOBER 2026

Lots 7, 8, 11 and 12 are all > 0.4 ha, and so all native vegetation within these lots is not deemed as a default loss with development. Lots 1 to 6, 9 and 10 are < 0.4 ha, and therefore all native vegetation within these lots is deemed as a loss (see Fig. 2-3).

Proposed building envelopes have been located for all lots, and any coincident native vegetation with these envelopes has been considered removed.

A 4 m area along a proposed lot boundary where native vegetation is coincident must also be accounted for as a deemed loss.

Entry to all lots is through a common terminal road (proposed Crambrook Close) with one exit to the Yackandandah-Wodonga Road (see Fig. 2-3).

2.2 Bioregion and Ecological Vegetation Class

The whole site is within the Northern Inland Slopes Bioregion (Department of Energy, Environment and Climate Action [DEECA] 2025a).

In Victoria, DEECA have developed an on-line mapping layer that categorises pre-1750 and 2005 natural vegetation communities into Ecological Vegetation Classes (EVCs), and have developed EVC Benchmark Statements for each of these EVCs that represent the best known example of this EVC.

Pre-1750 EVC mapping also suggests that prior to European settlement, the vegetation of the site was wholly Valley Grassy Forest EVC (EVC 47; Bioregional Conservation Status [BCS] Endangered)(DEECA 2025a and 2025b); there is a scattered remnant canopy on the site, some patches of indigenous shrubs, and a large derived native grassland patch, and this is the only native vegetation remaining on the site, and with no other evidence, it has been assumed that this mapping is accurate.

The relevant EVC Benchmark Statement referred to above can be seen in Appendix C.

2.3 Land Tenure and Planning Scheme

The proposed development area is one parcel, Allotment 1 Section F (1~F\PP5893; Council Property Number 7461) within the Township of Yackandandah, Indigo Shire Council, and is entirely *Low Density Residential Zone* and *Schedule to the Low Density Residential Zone*; there are no planning overlays pertinent to the parcel (from DEECA 2025d).

The whole parcel is an *Area of Aboriginal Cultural Heritage Sensitivity* (from DEECA 2025d).

3. METHOD

3.1 Desktop Review

The following desktop information was gathered on the assessed property before field evaluation:

- Aerial imagery;
- Planning information;
- Both pre-1750 and current EVC mapping;
- Relevant EVC benchmark documents;
- Threatened species sightings within a 10 km radius of the site using the Victorian Biodiversity Atlas (DEECA 2024c), NatureKit (DEECA 2024b), and the Matters of National Environmental Significance search tool (Department of Climate Change, Energy, the Environment and Water [DCCEEW]).

Following assessments, derived flora and fauna lists were checked against reference lists of threatened species in Victoria (Department of Environment, Land, Water and Planning [DELWP] 2021).

3.2 Field Assessment

On the 17th February 2025, Dr. Steve Hamilton visited the property to undertake the assessment. On the day of observation, air temperatures were between 20 and 24°C, skies were clear, and the winds were calm (Bureau of Meteorology 2025).

The property was traversed by foot, with continuous active searching for flora and fauna conducted over a total period of 2 ½ hours, with the following assessments undertaken:

- Compilation of a detailed flora species list, by zone (native vegetation *Patch*), including the attribution of cover/abundance to each species in each zone;
- Casual sightings of fauna noted;
- The individual recording of any significant trees (i.e. > 3 m in height) across the site, including their geo-location by GPS, and for indigenous trees, diameter at breast height (dbh), their health, and presence of hollows;
- A *Patch* of native vegetation is either: an area of vegetation where at least 25 % of the total perennial understorey plant cover is native, or any area with three or more native canopy trees where the drip line of each tree touches the drip line of at least one other tree, forming a continuous canopy, or any mapped wetland included in the current wetlands map, available in DEECA systems and tools and these areas were mapped (DEECA 2023);
- A Vegetation Quality Assessment was completed if any *Patches* were defined in order to determine the potential Net Loss under the *2017 Native Vegetation Removal Guidelines* (DEECA 2023);
- Recording and location of any specific instances related to land management, such as noxious weed or pest animal infestations, etc.;
- Digital images across the sites taken from geo-located points.

Two hundred and twenty eight (228) images were taken during the assessment.

3.3 Taxonomy

3.3.1 Flora

Specimens were identified using the *Flora of Victoria* (Walsh and Entwisle 1994, 1996 and 1999), and *Flora of Victoria Online* (Royal Botanic Gardens Victoria 2025).

3.3.2 Fauna

A list of fauna present across the sites was compiled, with the nomenclature based variously on the compilations of Hero *et al.* (1991), Menkhorst (1995), Cogger (1996) and Simpson and Day (1998), and utilising Triggs (1996) for identification using indirect methods, such as the presence of scats or tracks.

4. FLORA AND FAUNA ASSESSMENT

4.1 Vegetation

The inventory of species noted across the area of evaluation is recorded in Appendix A.

A total of 49 vascular plant species were recorded across the parcel; 27 of these species were introduced, of which 7 are planted/naturalised, and 22 indigenous (see Table 4-1).

Table 4-1 The number of indigenous and introduced species across the assessed property.

Zone	Introduced species	Indigenous species	Total species
Road reserve	10	0	10
Paddock	20	14	34
Patch 1	2	6	8
Patch 2	9	2	11
Patches 3, 4 and 5	5	8	13
Marcus Creek corridor	12	7	19
Total	**27**	**22**	**49**

There were no threatened species observed at the site (DELWP 2021).

Victorian Biodiversity Atlas, NatureKit and Matters of National Environmental Significance searches revealed that there were records of thirteen (13) threatened flora recorded or likely to occur within a 10 km radius of the road; likelihood analysis based on the level of site disturbance and modification, habitat preferences for species, currency of records, and available habitat of the assessed area indicates that none of these species would be likely to be found on-site (DEECA 2025c, DCCEEW 2025; Appendix E); it is also likely that several of these species would never been found in this EVC and habitat.

Matters of National Environmental Significance searching also identified as the nationally endangered *Grey Box (Eucalyptus microcarpa) Grassy Woodlands and Derived Native Grasslands of South-eastern Australia* and *Alpine Sphagnum Bogs and Associated Fens* communities, and the critically endangered *White Box-Yellow Box-Blakely's Red Gum Grassy Woodland and Derived Native Grassland* community could occur within a 10 km radius of the property (DCCEEW 2025). The site does not contain any suitable habitat for alpine sphagnum bogs, and White Box or Blakely's Red Gum were not found across the site. It is likely that most of the proposed alignment was a mixed species forest/woodland containing Apple Box, Bundy, Silver Bundy, Grey Box, Narrow and Broad-leaf Peppermint and Red Stringybark, therefore, the assessed site does not represent any of these threatened communities.

As indicated, the property has been predominantly cleared of indigenous woody vegetation, but does retain some remnant mostly mature-age Grey Box, Red Stringybark, Bundy, Apple Box, Broad-leaf Peppermint, Blakely's Red Gum and Silver Bundy – including some standing dead trees – found mostly along the western boundary area, centrally, or along the Marcus Creek corridor in the south of the property (see Fig. 2-2).

Most of the peripheral areas of the property – the 'paddock' area - have a ground layer that is dominated by an array of introduced annual and perennial species at ground level, such as Blackberry, Sweet Vernal-grass, Paspalum, St. John's Wort, Summer Grass, Yorkshire Fog-grass, Water Couch, Cat's-ear, Plantain, Rat's-tail Fescue, Onion-grass, Toowoomba Canary Grass and Spear Thistle (70 % projective foliage cover), and there is little representation of indigenous ground layer species across these sections assessed site, with Weeping Grass, and Copper-awned and Bristly Wallaby-grass being the only species found at a very low abundance (< 1 % projective foliage cover; Appendix A).



Plate 4-1 **Views across the northern section of the property: looking across the Yackandandah-Wodonga Road to the existing property entrance and proposed road access point (top), looking south along the western boundary from the north-west corner (middle left), looking east along the northern boundary from the north-west corner towards the Japanese Honeysuckle patch (middle right), looking east across the centre of the property (bottom left), and looking south centrally along the western boundary (bottom right). Selected trees are numbered in white. Images taken by author 17/2/25, except top image, which is from Google Earth Streetview (2025).**

As indicated, there is a 1.89 ha central derived native grassland patch, most of which is proposed for loss (defined as three separate native vegetation *Patches* 3, 4 and 5), which is dominated by a range of indigenous graminoids, including Rough Spear-grass, Red-leg Grass, Weeping Grass, Kangaroo Grass, and Copper-awned, Silvertop, Bristly and Slender Wallaby-grass (40 % projective foliage cover), with a lower cover of introduced species compared to the remainder of the paddock area, including species such as Sweet Vernal-grass, Summer Grass, Cat's-ear and Blackberry (5 % projective foliage cover; Appendix A).

As described, there are two smaller fence line native vegetation *Patches* around the north-western parts of the property that are both proposed for loss:

- *Patch* 1 is found on the western boundary near the north-western corner, and contains a immature Broad-leaf Peppermint individual, and is dominated at ground level by a range of indigenous graminoids, including Rough Spear-grass, Red-leg Grass, Weeping Grass, Kangaroo Grass, and Copper-awned, Bristly and Slender Wallaby-grass (35 % projective foliage cover), with a lower cover of introduced species compared to the remainder of the paddock area, including species such as Cat's-ear and Blackberry (10 % projective foliage cover; Appendix A);
- *Patch* 2 is found on the northern boundary near the north-western corner, and contains a dense stand of the indigenous shrubs Common Fringe-myrtle and Silver Wattle (40 % projective foliage cover) with no indigenous ground level species, and is dominated at ground level by a range of introduced species compared to the remainder of the paddock area, including species such as Blackberry, Sweet Vernal-grass, St. John's Wort, Yorkshire Fog-grass, Water Couch, Cat's-ear, Plantain, Rat's-tail Fescue and Common Centaury (40 % projective foliage cover; Appendix A)

Further previously indicated, there is a large indigenous aquatic macrophyte patch (composed of Common Reed; 30 % projective foliage across the whole corridor area) within the Marcus Creek corridor in the east of the property, with the remainder of the corridor dominated by a range of woody and herbaceous weeds, such as Prunus, Hawthorn, Blackberry, Toowoomba Canary Grass, Paspalum, Great Brome, Cocksfoot, Summer Grass, St. John's Wort, Water Couch, Twiggy Mullein and Spear Thistle (70 % projective foliage cover including cured plant material), with Austral Bracken the only indigenous ground layer species found other than the Common Reed area (Appendix A). There are also a number of planted Radiata Pine and naturalised Weeping Willow along this corridor alignment. The Marcus Creek corridor will be within proposed Lots 7, 8 and 12, and as all of these lot are > 0.4 ha and the building envelopes have avoided the patch and are on elevated ground, this corridor will not be impacted.

There is a small tree patch in the south-western corner that retains a mixed-age Red Stringybark, Grey Box, Apple Box and Broad-leaf Peppermint, and a mostly indigenous ground layer dominated by Austral Bracken; this patch will be within proposed Lot 12, and as this is within a lot > 0.4 ha and the building envelope has avoided the patch, this patch will be retained.

There is a large naturalised patch of the naturalised woody weed Japanese Honeysuckle in the northern central part of the property (adjacent to the Yackandandah-Wodonga Road), and a small, central linear area dominated by woody weeds, such as Prunus, Radiata Pine and Blackberry, that does include some individuals of the indigenous shrub Silver Wattle.

There are scattered Prunus individuals naturalised across the property.

The pertinent section of the road reserve of the Yackandandah-Wodonga Road where the common road exit is to be located contains no native vegetation, and is dominated by a range of annual and perennial introduced species, such as Paspalum, Cat's-ear, Water Couch, Plantain, Rough Meadow-grass, Blackberry, Common Centaury and Large Quaking-grass (90 % projective foliage cover counting cured plant material; Appendix A; there are two planted exotic trees – juvenile individuals

of Atlantic Cedar and European Beech - in the vicinity of this point that would be removed with the establishment of the proposed road access.



Plate 4-2 **Views across the southern and eastern section of the property: looking towards the tree patch in the south-western corner (top left), a view of the Marcus Creek corridor in the south-western corner (top right), views of the south-eastern section of the Marcus Creek corridor (middle), and views of the eastern and north-eastern section of the Marcus Creek corridor (bottom). Selected trees are numbered in white. Images taken by author 17/2/25.**

4.2 Fauna

There were 10 species of fauna observed or inferred during the assessment, including two species that are introduced.

The species that were noted are typically those observed in peri-urban environments, such as the indigenous Bare-nosed Wombat, Eastern Grey Kangaroo, Australian Magpie, Australian Raven, Noisy Miner, Pied Currawong, Sulphur-crested Cockatoo and White-faced Heron (observed along Marcus Creek), and also includes the widely distributed introduced species, Common Blackbird and European Rabbit. Almost certainly Red Foxes and domestic/semi-domestic/feral cats will also be present across the area; the presence of these species will severely limit the range of indigenous ground fauna that can potentially occupy the site.

The presence of Noisy Miner will result in a reduced bird diversity due to their typical aggressive defence of territory.

There were no threatened species observed at the site (DELWP 2021).

The lack of observed species diversity is not surprising, given that:

- The parcel has been mostly cleared of woody vegetation, and the ground layer of half of the proposed is dominated by introduced species, with the remainder derived native grassland, and hence, there is a simplified vegetation structure and little understorey diversity;
- While there are four assessed Large Trees with significant hollows in the paddock area – of which one is proposed for loss - the majority of the scattered trees are immature individuals or standing dead trees, and no fallen wood has been left on the ground;
- While the Marcus Creek corridor maintains loose links to the treed creek systems to the south, the parcel is only 500 m from the Baranduda Regional Park to the north and only 2.5 km from the Stanley State Forest to the west, and while there is no continuous vegetation to these large blocks of public land, these areas are in proximity, and on this basis the site is moderately connected in the landscape;
- the likely presence of both a fox and cat population.

Victorian Biodiversity Atlas, NatureKit and Matters of National Environmental Significance searches revealed thirty (30) significant fauna species (including some aquatic species that could utilise Marcus Creek) previously recorded within 10 km of the assessed site (DEECA 2025c, DCCEEW 2025; Appendix E). Given the relative connectedness of the western and southern sections of the site to larger blocks of public land, the southern part of which is the Marcus Creek corridor, likelihood analysis based on the currency of threatened species records, the extent of site modification and disturbance, and species habitat preferences, it is considered that eleven (11) of these species may utilise these sections, although the usage by some of these species is likely to be infrequent, while it is possible that some may be resident, notably in the large derived native grassland patch, such as Golden Sun Moth, Striped Legless Lizard, Pink-tailed Worm-Lizard and Key's Matchstick Grasshopper. The potential species are: Brown Treecreeper, Diamond Firetail, Gang-gang Cockatoo, Golden Sun Moth, Key's Matchstick Grasshopper, Lace Monitor, Little Eagle, Painted Honeyeater, Pink-tailed Worm-lizard, Powerful Owl and Striped Legless Lizard (Appendix E). Given the long history of regional disturbance, it is highly unlikely that any of the other threatened species listed in Appendix E would now be resident or utilise the site given their known distribution based on records and/or habitat preferences.

4.3 Significant Trees

There were 49 trees and shrubs separately assessed across the property and adjacent road reserve.

Naturalised trees and shrubs within patches of woody weeds were not separately assessed.

The location of all assessed trees can be seen in Figures 4-1 to 4-3, and their characteristics summarised in Appendix C.

Under the *Guidelines for the removal, destruction or lopping of native vegetation* (DEECA 2023) there are two categories of native vegetation: *Scattered Trees* or *Patches*.

A *Patch* of native vegetation is either: an area of vegetation where at least 25 % of the total perennial understorey plant cover is native, or any area with three or more native canopy trees where the drip line of each tree touches the drip line of at least one other tree, forming a continuous canopy, or any mapped wetland included in the current wetlands map, available in DEECA systems and tools and these areas were mapped (DEECA 2023).

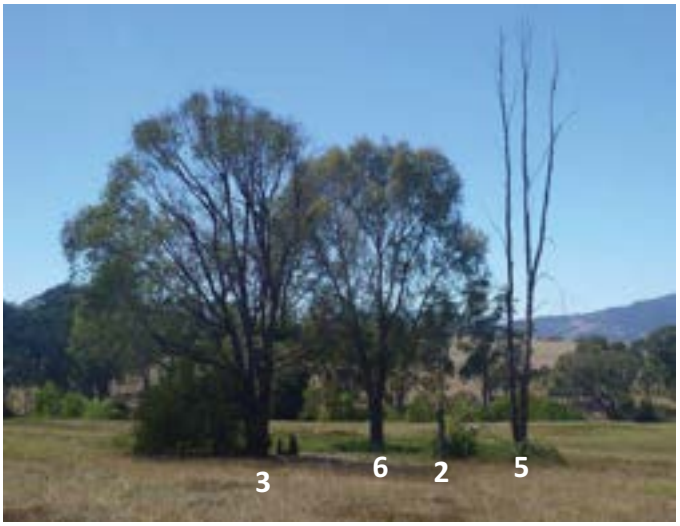


Plate 4-3 Views across the *Scattered Trees* proposed for loss. Selected trees are numbered in white. Image taken by author 17/2/25.

A *Scattered Tree* is a native canopy tree that does not form part of a *Patch* (DEECA 2023).

Construction projects that involve earthworks or soil disturbance can cause indirect losses of native vegetation that are retained during construction due to root damage and soil modification within the zone where roots occur. Of particular concern is the longer-term impact of soil compaction and excavation (e.g. trenching for pipelines) close to trees and the effects of this on immediate and longer-term tree health. The DSE (now DEECA) has provided guidance and clarity on this issue and has defined an acceptable distance for tree retention in order to prevent indirect losses of native vegetation during and after construction activities as a guiding principle. These designated *Tree Protection Zones* (TPZs) – and in some cases the *Structural Root Zone* (SRZ) - should be established for the duration of construction activities (DSE 2011) as part of the development conditions; while the defined TPZ is a definition of the root zone necessary for the tree's vigour and long-term viability, the SRZ is a smaller more pertinent measure of the stability of all trees, and especially standing dead trees, as it defines the extent of lateral woody root growth and associated soil cohesion necessary to hold the tree upright (Standards Australia 2009).

A TPZ is a specific area above and below the ground, with a radius 12 times the Diameter at Breast Height (dbh; 1.3 m) of any individual tree; the TPZ of trees should be no less than 2 m or greater than 15 m, and it is recommended that physical barriers be erected to delineate the TPZ during construction activities (DSE 2011). Should a development impinge on the TPZ area for > 10 % of its area, the tree shall be considered a loss, and will have to be offset (DSE 2011).

Of these 49 assessed trees:

- 20 individuals are indigenous remnant trees:

- Trees 33 and 34 (2 trees) are Apple Box found in the south-western corner of the property. Both of these trees are Small Trees according to the diameter benchmark for Valley Grassy Forest EVC (70 cm diameter at breast height [dbh]; see Appendix B);
- Trees 7 and 28 (2 trees) are Broad-leaf Peppermint found along the western boundary of the property. Both of these trees are Small Trees according to the diameter benchmark for Valley Grassy Forest EVC (70 cm dbh; see Appendix B);
- Trees 8, 9, 10 and 12 (4 trees) are Bundy found along the central western boundary of the property. All of these trees are Large Trees according to the diameter benchmark for Valley Grassy Forest EVC (70 cm dbh; see Appendix B);
- Trees 3, 4 and 5 (3 trees) are Grey Box found scattered across the property. All of these trees are Small Trees according to the diameter benchmark for Valley Grassy Forest EVC (70 cm dbh; see Appendix B);
- Tree 2 (1 tree) is a Blackwood found centrally within the property. This tree is a Small Tree according to the diameter benchmark for Valley Grassy Forest EVC (70 cm dbh; see Appendix B);
- Trees 31, 32 and 35 (3 trees) are Red Stringybark found in the south-western corner of the property. All of these trees are Small Trees according to the diameter benchmark for Valley Grassy Forest EVC (70 cm dbh; see Appendix B);
- Trees 6, 29, 30 and 36 (4 trees) are Silver Bundy found scattered across the property. One of these trees – Tree 6 – is a Large Tree according to the diameter benchmark for Valley Grassy Forest EVC (70 cm dbh; see Appendix B);
- Trees 11 and 41 (2 trees) are Ovens Wattle found centrally within the property. Both of these trees are Small Trees according to the diameter benchmark for Valley Grassy Forest EVC (70 cm dbh; see Appendix B), and as both are < 3 m in height, are not mature trees (DEECA 2023), and do not need to be accounted for in offset determinations;

- 29 individuals are planted or naturalised exotic trees and shrubs, such as Radiata Pine, Atlantic Cedar, European Beech and Prunus that are variously scattered across the property, planted along the Marcus Creek corridor, or planted on the road reserve near the proposed development entrance;
- In terms of loss:
  - Lots 7, 8, 11 and 12 are all > 0.4 ha, and so all native vegetation within these lots is not deemed as a default loss with development. Lots 1 to 6, 9 and 10 are < 0.4 ha, and therefore all native vegetation within these lots is deemed as a loss (see Fig. 2-3). Proposed building envelopes have been located for all lots, and any coincident native vegetation with these envelopes has been considered removed. A 4 m area along a proposed lot boundary where native vegetation is coincident must also be accounted for as a deemed loss;
  - Trees 2, 3 and 6, of which Tree 6 is a Large Tree according to the diameter benchmark for Valley Grassy Forest EVC (70 cm dbh; see Appendix B), are all proposed *Scattered Tree* losses;
  - Tree 7 is contained within *Patch* 1 (a patch tree) on the western boundary, and is a Small Tree according to the diameter benchmark for Valley Grassy Forest EVC (70 cm dbh; see Appendix B). *Patch* 1 is a proposed loss;
  - Trees 4 and 5 are both standing dead trees that will be removed, and both are < 40 cm dbh, and can be removed without a Planning Permit as an exemption under Clause 52.17 of the Local Planning Provisions;

- Tree 11 – an Ovens Wattle – is likely to be removed, and is < 3 m in height, and not a mature tree (DEECA 2023), and does not need to be accounted for in offset determinations;
- Planted/naturalised exotic Trees 1, 13, 14, 15, 22, 38, 43, 48, 49 (9 trees) are all likely losses with the proposed development. The planted (and naturalised) trees and shrubs on the property – which were not established with public funding - can be cleared without a Planning Permit as an exemption under Clause 52.17 of the Local Planning Provisions;
- It is likely that the northern woody weed patch composed of Japanese Honeysuckle, will be wholly removed;

- In terms of retention:
  - Sixteen assessed remnant trees – including 4 Large Trees (Trees 8, 9, 10 and 12) – will be retained within proposed Lot 11 on the central western boundary, which is a lot > 0.4 ha in extent. All of these will have their TPZs impinged by < 10 % by proposed lot boundaries and building envelope;
  - The native vegetation *Patch* – a canopy patch – found in the south-western corner of the property, is contained within proposed Lot 12, and will be wholly avoided given the placement of lot boundaries and building envelope;
  - The defined macrophyte patch and scattered Blakely's Red Gum individuals found along the Marcus Creek corridor, and contained within proposed Lots 7, 8 and 12, will be wholly avoided given the placement of lot boundaries and building envelopes;
  - A range of naturalised exotic trees will be retained, at least according to the likely development footprint. The planted (and naturalised) trees and shrubs on the property – which were not established with public funding - can be cleared without a Planning Permit as an exemption under Clause 52.17 of the Local Planning Provisions;
- In summary:
  - Trees 2, 3 and 6, of which Tree 6 is a Large Tree according to the diameter benchmark for Valley Grassy Forest EVC (70 cm dbh; see Appendix B), are all proposed *Scattered Tree* losses;
  - Tree 7 is contained within *Patch* 1 (a patch tree) on the western boundary, and is a Small Tree according to the diameter benchmark for Valley Grassy Forest EVC (70 cm dbh; see Appendix B). *Patch* 1 is a proposed loss;
  - Planted/naturalised exotic Trees 1, 13, 14, 15, 22, 38, 43, 48, 49 (9 trees) are all likely losses with the proposed development. The planted (and naturalised) trees and shrubs on the property – which were not established with public funding - can be cleared without a Planning Permit as an exemption under Clause 52.17 of the Local Planning Provisions.

4.4 Patches

There are five native vegetation *Patch* proposed for loss defined by canopy cover and/or perennial understorey cover:

- *Patch* 1 of 0.033 ha is found on the western boundary of the property, and contains a Small Tree (Tree 7), but is otherwise a derived native grassland patch;
- *Patch* 2 of 0.025 ha is found on the northern boundary of the property, and is composed of a dense stand of the indigenous understorey shrubs Common Fringe-myrtle and Silver Wattle;

- *Patch* 3 is a 0.033 ha patch of the central derived native grassland found on its eastern edge, and the area of this patch is defined within the extent of the building envelope for proposed Lot 8;
- *Patch* 4 is a 0.087 ha patch of the central derived native grassland found on its eastern edge, and the area of this patch is defined within the extent of the building envelope for proposed Lot 7;
- *Patch* 5 is an area of 1.458 ha that represents the majority of the central derived native grassland of the property, with losses across proposed Lots 1, 4, 5, 6, 9 and 10, all of which are < 0.4 ha, and within the extent of the building envelope of proposed Lot 11, which is > 0.4 ha in area.

These *Patches* are shown in Figures 4-1 to 4-3.

These patches have been assessed using the Vegetation Quality Assessment method (Habitat Hectares)(DSE 2004) by Steve Hamilton (HH128), and the findings of this can be seen in Sec. 4.5.



Plate 4-4 **Views across the native vegetation *Patches* proposed for loss: views of the central derived native grassland *Patch*, which contains *Patches* 3, 4 and 5 proposed for loss (top), *Patch* 1 on the western boundary (bottom left), and *Patch* 2 on the northern boundary (bottom right). Selected trees are numbered in white. Images taken by author 17/2/25.**



Figure 4-1 **Aerial image showing the location of all assessed trees relative to the property boundary. Assessed trees are shown as dots, and the defined native vegetation *Patches*, including those patch areas proposed for loss, and the woody weed patches are also shown. Proposed lot boundaries are shown in white (Image from ESRI Australia 2025).**

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Figure 4-2 **Aerial image showing the location of assessed trees in the northern section of the property. Assessed trees are shown as dots; numbers refer to the table of tree characteristics in Appendix C. The defined native vegetation *Patches* proposed for loss are shown and numbered, and woody weed patches are shown. Proposed lot boundaries are shown in white (Image from ESRI Australia 2025).**



Figure 4-3 **Aerial image showing the location of assessed trees in the northern section of the property. Assessed trees are shown as dots; numbers refer to the table of tree characteristics in Appendix C. Tree Protection Zones for retained trees are shown. The defined native vegetation *Patches* proposed for loss are shown and numbered, and woody weed patches are shown. Proposed lot boundaries are shown in white (Image from ESRI Australia 2025).**

4.5 Vegetation Quality Assessment

As indicated in Sec. 4.4, there are five defined native vegetation *Patches* according to the definition (DEECA 2023) – of a total extent of 1.636 ha - that are proposed for clearance.

The Habitat Quality of these *Patches* for loss was ascertained using the Vegetation Quality Assessment method (DSE 2004) by Steve Hamilton (VQA Competency HH129).

The Habitat Score for these *Patches* ranged from 23 to 26 (see Table 4-2).

The scores strongly reinforced observations made in the field that:

- These patches did not maintain any Large Trees;
- The patches did not maintain an indigenous shrub layer (except *Patch* 2) but had a derived native grassland indigenous ground layer (except *Patch* 2);
- The patches maintained an indigenous-derived litter layer;
- The patches did not maintain any fallen wood on the ground or standing dead trees;
- The patches were moderately connected within the landscape (landscape context).

Table 4-2 Calculated Habitat Score for the five defined *Patches* proposed for loss (DSE 2004).

Patches	1	2	3, 4 and 5
EVC[1]	Valley Grassy Forest		
Approximate area (ha)	0.033	0.025	0.033 & 0.087 & 1.458
Large trees	0	0	0
Tree canopy cover	0	0	0
Understorey	5	5	5
Lack of weeds	7	7	7
Recruitment	0	3	0
Organic litter	5	5	5
Logs	0	0	0
Landscape Context Score	6	6	6
Habitat Score	**23**	**26**	**23**

1. EVC is Ecological Vegetation Class, from DEECA (2025a).

5. NET GAIN AND LOSS REPORTING

5.1 Quantification of Loss

In summary:

- Trees 2, 3 and 6, of which Tree 6 is a Large Tree according to the diameter benchmark for Valley Grassy Forest EVC (70 cm dbh; see Appendix B), are all proposed *Scattered Tree* losses;
- Tree 7 is contained within *Patch* 2 (a patch tree) on the western boundary, and is a Small Tree according to the diameter benchmark for Valley Grassy Forest EVC (70 cm dbh; see Appendix B). *Patch* 2 is a proposed loss;

- There are five defined native vegetation *Patches* according to the definition (DEECA 2023) – of a total extent of 1.636 ha - that are proposed for clearance, with four of them being derived native grassland patches;
- Planted/naturalised exotic Trees 1, 13, 14, 15, 22, 38, 43, 48, 49 (9 trees) are all likely losses with the proposed development. The planted (and naturalised) trees and shrubs on the property – which were not established with public funding - can be cleared without a Planning Permit as an exemption under Clause 52.17 of the Local Planning Provisions.

The proposed loss is of vegetation with some biodiversity value:

- The extent of loss is high (> 1.5 ha), with the extent of this loss being derived native grassland patches of relatively low diversity;
- The proposal will result in the removal of 4 mature trees (> 3.0 m in height), three of which are Small Trees, and while one Large Tree which is hollow-bearing is a loss, their combined loss is not significant, given the proximity of the mature trees of the adjacent property, the extent of public forest north of the site over the Yackandandah-Wodonga Road, and the mature Blakely's Red Gum along the Marcus Creek corridor;
- The Strategic Biodiversity Value (SBV) of all three *Scattered Trees* proposed for loss is a moderate value SBV of 0.660;
- The Habitat Score of the *Patches* proposed for loss were moderate value (0.670 to 0.700).

There are 16 threatened species that have habitat mapped to occur coincident with the proposed native vegetation to be removed. Four of these species have a mapped extent of habitat loss of > 0.0001 % of the remaining habitat – Deane's Wattle, Smooth Darling-pea, Tick Indigo and Woolly Ragwort.

No threatened species were found across the proposed development area.

The likelihood of thirteen threatened flora species and thirty threatened fauna species being found within the proposed development footprint or that would utilise the habitat of the proposed development footprint has been considered in Sections 4.1 and 4.2, and all species listed, with status, number of records within proximity, and likelihood of presence are outlined in Appendix E.

5.2 Avoid and Minimise

Lots 7, 8, 11 and 12 are all > 0.4 ha, and so all native vegetation within these lots is not deemed as a default loss with development. Lots 1 to 6, 9 and 10 are < 0.4 ha, and therefore all native vegetation within these lots is deemed as a loss (see Fig. 2-3).

Proposed building envelopes have been located for all lots, and any coincident native vegetation with these envelopes has been considered removed.

A 4 m area along a proposed lot boundary where native vegetation is coincident has been accounted for as a deemed loss in all circumstances.

Entry to all lots is through a common terminal road (proposed Crambrook Close) with one exit to the Yackandandah-Wodonga Road (see Fig. 2-3). There is no native vegetation present within vicinity to this proposed entry point, and no native vegetation losses will be incurred as a consequence.

Significant effort has been applied to retain as many of the Large Trees on the property as possible (4 retained), and to avoid any impacts on the tree patch in the south-western corner of the property and along the Marcus Creek corridor.

In terms of retention:

- Sixteen assessed remnant trees – including 4 Large Trees (Trees 8, 9, 10 and 12) – will be retained within proposed Lot 11 on the central western boundary, which is a lot > 0.4 ha in extent. All of these will have their TPZs impinged by < 10 % by proposed lot boundaries and building envelope;
- The native vegetation *Patch* – a canopy patch – found in the south-western corner of the property, is contained within proposed Lot 12, and will be wholly avoided given the placement of lot boundaries and building envelope;
- The defined macrophyte patch and scattered Blakely's Red Gum individuals found along the Marcus Creek corridor, and contained within proposed Lots 7, 8 and 12, will be wholly avoided given the placement of lot boundaries and building envelopes;
- Approximately 0.254 ha of the 1.890 ha central derived native grassland patch will be retained, represented as a series of small patches and strips. Notably, the section of this central patch under retained Trees 8, 9, 10 and 12 within proposed Lot 12, will also be retained;
- A range of naturalised exotic trees will be retained, at least according to the likely development footprint. The planted (and naturalised) trees and shrubs on the property – which were not established with public funding - can be cleared without a Planning Permit as an exemption under Clause 52.17 of the Local Planning Provisions.

Care will need to be taken that the TPZs of any retained trees, and designated areas of the central derived native grassland patch for retention, are not impacted by the development.

5.3 Offset requirements

Mapping files outlining the habitat scoring and precise location of the *Scattered Trees* and native vegetation *Patches* proposed for clearance were loaded to the NVR Map online tool in the outlined format to clarify the requirements for offset to develop the application. The Native Vegetation Removal Report for the proposed clearance areas was received on the 24th June 2025 (Appendix F; DEECA 2025e), and provided the following assessment:

- The outlined proposed clearance was assessed as being a Detailed Assessment Pathway;
- The *Location Category* for the losses are mapped as *Location 2*;
- The total extent of the clearance is 1.728 ha, comprising 3 *Scattered Trees*, of which one is a Large Tree, and five native vegetation *Patches* of a total of 1.636 ha that contains no Large Trees;
- A General Offset of 0.4980 General Habitat Units (GHUs) is required for the proposed clearance based on a 1.5x multiplier, with 1 Large Tree;
- There are no Specific Offsets;
- The Offset Site must be within the North East Catchment Management Authority catchment (or Local Government Area – Indigo Shire Council);
- The Offset must have a minimum overall Strategic Biodiversity Value of 0.5406.

6. MEETING THE OFFSET REQUIREMENT

A third party offset quote from Vegetation Link that satisfies the offset requirements outlined in Sec. 5.3 is shown in Appendix F.

7. REFERENCES

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7.1 Personal Communication

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Tunbridge, Claire (2025). EDM Group, Wodonga.

APPENDIX A FLORA INVENTORY OF CRAMBROOK CLOSE, YACKANDANDAH

Vascular flora have been recorded for presence across the parcel using a cover-abundance scale that is shown in the Table immediately below. An asterisk denotes an introduced species.

Each plant species present were assessed for cover-abundance using the scale outlined below. Nomenclature and taxonomy of plants based variously on *Flora of Victoria Online* (Royal Botanic Gardens Victoria 2025) and Walsh and Entwisle (1994, 1996 and 1999).

Visual assessment of cover/abundance	
Symbol	*Description*
+	rare, cover < 5%
1	Uncommon, cover < 5 %
2	Very common, cover < 5 % or cover 5-25 % with any number of individuals
3	Cover 25-50 % with any number of individuals
4	Cover 50-75 % with any number of individuals
5	Cover 75-100 % with any number of individuals

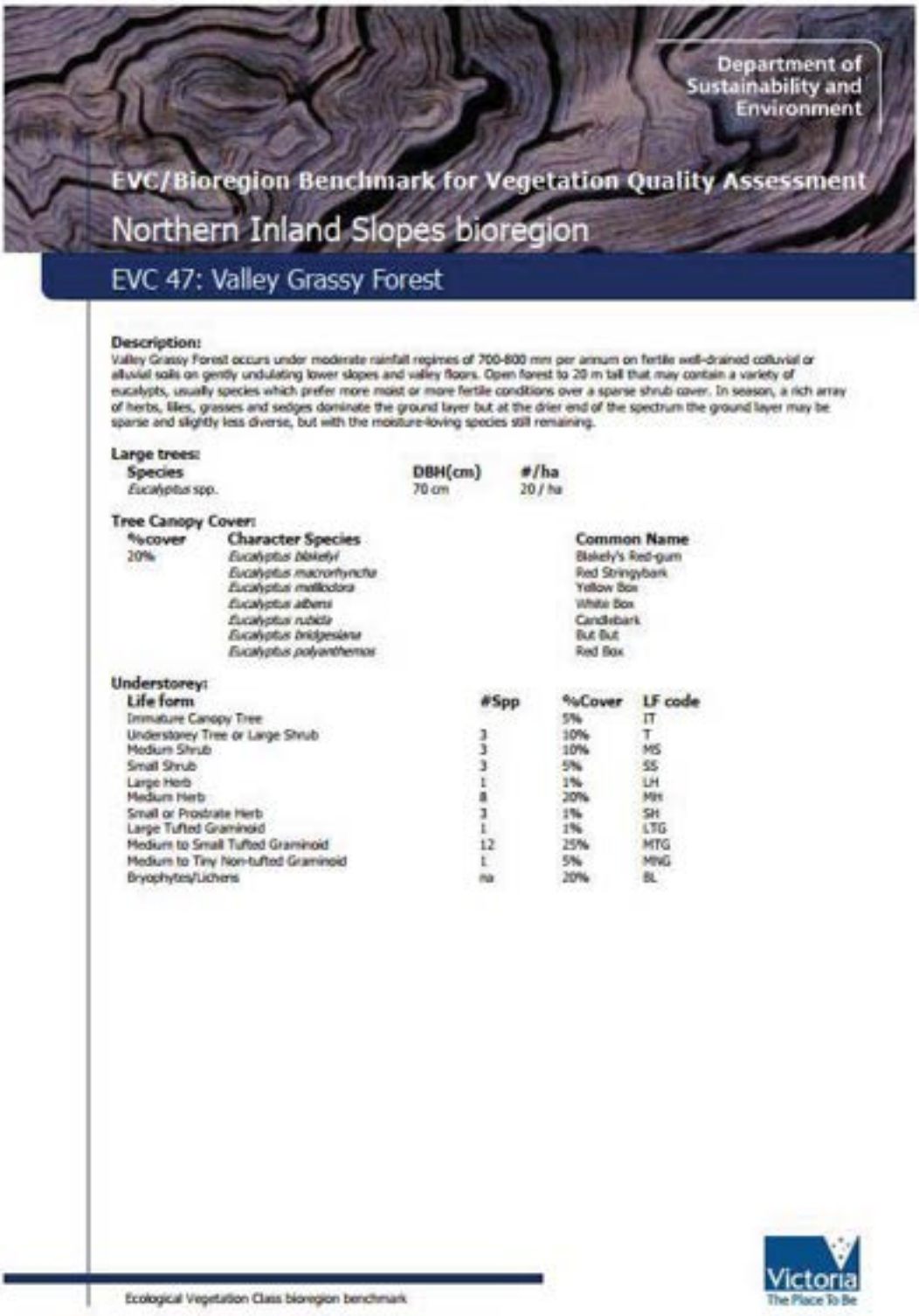
Common name	Scientific name	Lifeform[#]	Road reserve	Paddock	Patch 1	Patch 2	Patches 3, 4 & 5	Marcus Creek corridor
Silver Wattle (remnant)	*Acacia dealbata*	MS		1		2		2
Blackwood (remnant)	*Acacia melanoxylon*	MS		1				
Ovens Wattle (remnant)	*Acacia pravissima*	MS		+				1
Sweet Vernal-grass	*Anthoxanthum odoratum**	MTG		2		2	1	
Rough Spear-grass	*Austrostipa scabra*	MTG		+	2		2	
Red-leg Grass	*Bothriochloa macra*	MTG		1	2		2	
Large Quaking-grass	*Briza maxima**	MTG	2	1		2		
Great Brome	*Bromus diandrus**	LTG		2				2
Common Fringe-myrtle (remnant)	*Calytrix tetragona*	MS				3		
Atlantic Cedar (planted)	*Cedrus atlantica**	T	+					
Common Centuary	*Centarium erythraea**	SH	1	2		1		
Spear Thistle	*Cirsium vulgare**	LH		1				2

Common name	Scientific name	Lifeform#	Road reserve	Paddock	Patch 1	Patch 2	Patches 3, 4 & 5	Marcus Creek corridor
Hawthorn (naturalised)	*Crataegus monogyna**	MS		2				2
Cocksfoot	*Dactylis glomeratus**	LTG						2
Summer Grass	*Digitaria sanguinalis**	MTG		2			1	
Blakely's Red Gum (remnant)	*Eucalyptus blakelyi*	T						2
Apple Box (remnant)	*Eucalyptus bridgesiana*	T		+				
Broad-leaf Peppermint (remnant)	*Eucalyptus dives*	T		+	+			
Silver Bundy (remnant)	*Eucalyptus nortonii*	T		1				
Bundy (remnant)	*Eucalyptus goniocalyx*	T		1				
Red Stringybark (remnant)	*Eucalyptus macrorhyncha*	T		1				
Grey Box (remnant)	*Eucalyptus microcarpa*	T		1				
European Beech (planted)	*Fagus sylvatica**	T	+					
Yorkshire Fog	*Holcus lanatus**	MTG		2		2		
St. John's Wort	*Hypericum perforatum**	MH	+	2		2		2
Cat's-ear	*Hypochaeris radicata**	MH	2	2	1	1	1	
Prickly Tea-tree	*Leptospermum continentale*	MS						2
Japanese Honeysuckle (naturalised)	*Lonicera japonica**	T		2				
Weeping Grass	*Microlaena stipoides* var. *stipoides*	MNG		+			2	
Paspalum	*Paspalum dilitatum**	MNG	3	2				2
Water Couch	*Paspalum distichum**	MNG	1	2		1		2
Toowoomba Canary Grass	*Phalaris aquatica**	LTG		2				2
Common Reed	*Phragmites australis*	LNG						3
Radiata Pine (planted)	*Pinus radiata**	T		2				
Plantain	*Plantago lanceolata**	MH	2	2		1		
Rough Meadow-grass	*Poa trivialis**	MTG	1					
Prunus (naturalised)	*Prunus* spp.*	MS		2			2	2

Common name	Scientific name	Lifeform[#]	Road reserve	Paddock	Patch 1	Patch 2	Patches 3, 4 & 5	Marcus Creek corridor
Austral Bracken	*Pteridium esculentum*	GF						2
Onion-grass	*Romulea rosea**	MTG		1				
Blackberry	*Rosa fruticosa* spp. complex*	MS	+	2	2	2	2	3
Copper-awned Wallaby-grass	*Rytidosperma fulvum*	MTG		+	2		2	
Silvertop Wallaby-grass	*Rytidosperma pallidum*	MTG					1	
Slender Wallaby-grass	*Rytidosperma racemosum* var. *racemosum*	MTG			2		2	
Bristly Wallaby-grass	*Rytidosperma setaceum*	MTG		+	2		2	
Weeping Willow (naturalised)	*Salix babylonica**	T						2
Kangaroo Grass	*Themeda triandra*	LTG					2	1
Twiggy Mullein	*Verbascum virgatum**	LH		1				2
Rat's-tail Fescue	*Vulpia myuros**	MTG		2		2		
Bathurst Burr	*Xanthium spinosum**	MH						
Indigenous species projective foliage cover (%)			0	< 1	35	40	40	30
Introduced species projective foliage cover (%)			80	70	10	40	5	60
Litter cover (%)			10	10	30	20	50	10
Bare earth (%)			10	20	25	0	5	0

[#] abbreviations for lifeform for indigenous species are T = tree, MS = medium shrub, SS = small shrub, LH = large herb, MH = medium herb, SH = small herb, LTG = large tufted graminoid, MTG = medium tufted graminoid, STG = small tufted graminoid, MNG = medium non-tufted graminoid, SC = scrambler/climber, GF = ground fern, P = parasite.

APPENDIX B EVC BENCHMARK DESCRIPTION



Department of Sustainability and Environment

EVC/Bioregion Benchmark for Vegetation Quality Assessment

Northern Inland Slopes bioregion

EVC 47: Valley Grassy Forest

Description:
Valley Grassy Forest occurs under moderate rainfall regimes of 700-800 mm per annum on fertile well-drained colluvial or alluvial soils on gently undulating lower slopes and valley floors. Open forest to 20 m tall that may contain a variety of eucalypts, usually species which prefer more moist or more fertile conditions over a sparse shrub cover. In season, a rich array of herbs, lilies, grasses and sedges dominate the ground layer but at the drier end of the spectrum the ground layer may be sparse and slightly less diverse, but with the moisture-loving species still remaining.

Large trees:

Species	DBH(cm)	#/ha
Eucalyptus spp.	70 cm	20 / ha

Tree Canopy Cover:

%cover	Character Species	Common Name
20%	*Eucalyptus blakelyi*	Blakely's Red-gum
	Eucalyptus macrorhyncha	Red Stringybark
	Eucalyptus melliodora	Yellow Box
	Eucalyptus albens	White Box
	Eucalyptus rubida	Candlebark
	Eucalyptus bridgesiana	But But
	Eucalyptus polyanthemos	Red Box

Understorey:

Life form	#Spp	%Cover	LF code
Immature Canopy Tree		5%	IT
Understorey Tree or Large Shrub	3	10%	T
Medium Shrub	3	10%	MS
Small Shrub	3	5%	SS
Large Herb	1	1%	LH
Medium Herb	8	20%	MH
Small or Prostrate Herb	3	1%	SH
Large Tufted Graminoid	1	1%	LTG
Medium to Small Tufted Graminoid	12	25%	MTG
Medium to Tiny Non-tufted Graminoid	1	5%	MNG
Bryophytes/Lichens	na	20%	BL

Ecological Vegetation Class bioregion benchmark

Victoria
The Place To Be

EVC 47: Valley Grassy Forest - Northern Inland Slopes bioregion

LF Code	Species typical of at least part of EVC range	Common Name
T	*Acacia dealbata*	Silver Wattle
T	*Acacia melanoxylon*	Blackwood
T	*Exocarpos cupressiformis*	Cherry Ballart
MS	*Cassinia aculeata*	Dogwood
MS	*Dodonaea viscosa* ssp. *angustissima*	Narrow-leaf Hop-bush
MS	*Indigofera australis*	Austral Indigo
SS	*Hibbertia riparia*	Erect Guinea-flower
SS	*Hibbertia obtusifolia*	Grey Guinea-flower
SS	*Platylobium formosum*	Handsome Flat-pea
LH	*Senecio quadridentatus*	Cotton Fireweed
LH	*Wahlenbergia stricta*	Tall Bluebell
MH	*Gonocarpus tetragynus*	Common Raspwort
MH	*Hypericum gramineum*	Small St John's Wort
MH	*Geranium solanderi* s.l.	Austral Cranesbill
SH	*Hydrocotyle laxiflora*	Stinking Pennywort
SH	*Desmodium varians*	Slender Tick-trfoil
MTG	*Lomandra filiformis*	Wattle Mat-rush
MTG	*Dianella revoluta* s.l.	Black-anther Flax-lily
MTG	*Schoenus apogon*	Common Bog-sedge
MTG	*Arthropodium strictum* s.l.	Chocolate Lily
MNG	*Microlaena stipoides* var. *stipoides*	Weeping Grass
GF	*Cheilanthes austrotenuifolia*	Green Rock-fern
SC	*Hardenbergia violacea*	Purple Coral-pea
SC	*Glycine clandestina*	Twining Glycine

Recruitment:
Continuous

Organic Litter:
20 % cover

Logs:
20 m/0.1 ha.

Weediness:

LF Code	Typical Weed Species	Common Name	Invasive	Impact
LH	*Hypericum perforatum*	St John's Wort	high	high
LH	*Sonchus asper s.l.*	Rough Sow-thistle	high	low
LH	*Cirsium vulgare*	Spear Thistle	high	low
MH	*Hypochoeris radicata*	Cat's Ear	high	low
MH	*Anagallis arvensis*	Pimpernel	high	low
MH	*Hypochoeris glabra*	Smooth Cat's-ear	high	low
LNG	*Holcus lanatus*	Yorkshire Fog	high	high
MTG	*Briza maxima*	Large Quaking-grass	high	low
MTG	*Vulpia bromoides*	Squirrel-tail Fescue	high	low
MTG	*Briza minor*	Lesser Quaking-grass	high	low
MTG	*Bromus hordeaceus* ssp. *hordeaceus*	Soft Brome	high	low
MTG	*Phalaris aquatica*	Toowoomba Canary-grass	high	high

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APPENDIX C ASSESSED TREE CHARACTERISTICS

Trees shaded in red are proposed for removal.

Hollow-bearing trees are shown in italics.

Trees denoted with an asterisk are introduced species.

Tree number	Common name	Scientific name	Diameter[1]	Tree location[2]	
				Easting	*Northing*
1	Prunus (naturalised)	*Prunus* sp.*		486798	5982330
2	Blackwood (remnant)	*Acacia melanoxylon*	10/8/8	486875	5982308
3	*Grey Box (remnant)*	*Eucalyptus microcarpa*	*50/50*	*486879*	*5982313*
4	Grey Box (remnant)	*Eucalyptus microcarpa*	20 (dead)	486884	5982303
5	Grey Box (remnant)	*Eucalyptus microcarpa*	25/20 (dead)	486882	5982300
6	*Silver Bundy (remnant)*	*Eucalyptus nortonii*	*70*	*486896*	*5982312*
7	Broad-leaf Peppermint (remnant)	*Eucalyptus dives*	38/35/18	486821	5982302
8	*Bundy (remnant)*	*Eucalyptus goniocalyx*	*75/70/35*	*486865*	*5982255*
9	*Bundy (remnant)*	*Eucalyptus goniocalyx*	*70*	*486874*	*5982266*
10	*Bundy (remnant)*	*Eucalyptus goniocalyx*	*60*	*486885*	*5982264*
11	Ovens Wattle (remnant)	*Acacia pravissima**	< 3 m height	486940	5982225
12	*Bundy (remnant)*	*Eucalyptus goniocalyx*	*120/110 (dead)*	*486869*	*5982238*
13	Radiata Pine (planted)	*Pinus radiata**		486911	5982206
14	Radiata Pine (planted)	*Pinus radiata**		486927	5982203
15	Radiata Pine (planted)	*Pinus radiata**		486923	5982193
16	Radiata Pine (planted)	*Pinus radiata**		486993	5982221
17	Radiata Pine (planted)	*Pinus radiata**		487029	5982238
18	Radiata Pine (planted)	*Pinus radiata**		487043	5982229
19	Radiata Pine (planted)	*Pinus radiata**		487041	5982240
20	Radiata Pine (planted)	*Pinus radiata**		487041	5982252
21	Radiata Pine (planted)	*Pinus radiata**		487030	5982258
22	Radiata Pine (planted)	*Pinus radiata**		486992	5982268
23	Radiata Pine (planted)	*Pinus radiata**		487015	5982353
24	Radiata Pine (planted)	*Pinus radiata**		486963	5982401
25	Radiata Pine (planted)	*Pinus radiata**		486955	5982394
26	Radiata Pine (planted)	*Pinus radiata**		486900	5982431
27	Prunus (naturalised)	*Prunus* sp.*		486962	5982143
28	Broad-leaf Peppermint (remnant)	*Eucalyptus dives*	38/35/25	486973	5982127
29	Silver Bundy (remnant)	*Eucalyptus nortonii*	30	486973	5982138
30	*Silver Bundy (remnant)*	*Eucalyptus nortonii*	*45 (dead)*	*486955*	*5982140*
31	Red Stringybark (remnant)	*Eucalyptus macrorhyncha*	28	486997	5982139
32	Red Stringybark (remnant)	*Eucalyptus macrorhyncha*	25	486991	5982136
33	Apple Box (remnant)	*Eucalyptus bridgesiana*	35	487000	5982134
34	Apple Box (remnant)	*Eucalyptus bridgesiana*	28	486997	5982128
35	Red Stringybark (remnant)	*Eucalyptus macrorhyncha*	18	486986	5982122
36	Silver Bundy (remnant)	*Eucalyptus nortonii*	25	486996	5982116
37	Prunus (naturalised)	*Prunus* sp.*		487008	5982359
38	Prunus (naturalised)	*Prunus* sp.*		486963	5982352
39	Prunus (naturalised)	*Prunus* sp.*		486960	5982365

Tree number	Common name	Scientific name	Diameter[1]	Tree location[2]	
				Easting	*Northing*
40	Prunus (naturalised)	*Prunus* sp.*		486953	5982373
41	Ovens Wattle (remnant)	*Acacia pravissima**	< 3 m height	486978	5982366
42	Prunus (naturalised)	*Prunus* sp.*		486972	5982389
43	Prunus (naturalised)	*Prunus* sp.*		487002	5982347
44	Prunus (naturalised)	*Prunus* sp.*		487022	5982304
45	Prunus (naturalised)	*Prunus* sp.*		487033	5982305
46	Prunus (naturalised)	*Prunus* sp.*		487051	5982279
47	Prunus (naturalised)	*Prunus* sp.*		487062	5982285
48	Atlantic Cedar (planted)	*Cedrus atlantica**		486782	5982352
49	European Beech (planted)	*Fagus sylvatica**		486792	5982361

1. Diameter is diameter at breast height over bark in centimetres (dbhob; 1.30 m) for remnant trees;
2. Location data are northings and eastings of MGAz55 coordinates.

APPENDIX D EPBC AND VICTORIAN THREATENED SPECIES AND LIKELIHOOD OF OCCURRENCE

List of threatened flora species recorded by the Victorian Biodiversity Atlas and NatureKit in a 10 km radius around the property, and by Matters of National Environmental Significance search of the district, their status, and their likelihood of occurrence on the subject land (DEECA 2025b and 2025c; DCCEEW 2025).

Scientific name	Common Name	Victorian status[1]	Commonwealth status[2]	Records within 10 km[3]	Last record[4]	Appropriate habitat[5]	Likelihood of presence[6]
Amphibromus fluitans	River Swamp Wallaby-grass		V	0		Yes	Highly unlikely
Caladenia concolor	Crimson Spider-orchid	e		2	1996	Yes	Highly unlikely
Cyperus flavidus	Yellow Flat-sedge	x		2	1941	Yes	Highly unlikely
Eucalyptus cadens	Warby Range Swamp-gum	e	V	1	2017	Yes	Not present
Eucalyptus cinerea ssp. *victoriensis*	Beechworth Silver Stringybark	v		2	2017	Yes	Not present
Glycine latrobeana	Clover Glycine	v	V	1	1999	Yes	Unlikely
Goodia medicaginea	Western Golden-tip	e		1	1987	Yes	Unlikely
Juncus falcatus ssp. *falcatus*	Sickle-leaf Rush	e		1	2000	No	Highly unlikely
Lespedeza juncea	Chinese Lespedeza	e		1	1905	Yes	Highly unlikely
Pomaderris aurea	Golden Pomaderris	e		1	2014	Yes	Unlikely
Prasophyllum validum	Sturdy Leek-orchid	e	V	0		Yes	Highly unlikely
Senecio macrocarpus	Large-headed Fireweed	ce	V	1	2008	No	Highly unlikely
Swainsona recta	Small Purple-pea	ce	E	0		Yes	Highly unlikely

1. x = presumed extinct in Victoria; ce = critically endangered in Victoria; e = endangered in Victoria; v = vulnerable in Victoria (from DELWP 2021);
2. CE = critically endangered nationally; E = endangered nationally; V = vulnerable nationally (DCCEEW 2025);
3. As recorded in the Victorian Biodiversity Atlas (DEECA 2025c);
4. As recorded for the species in the Victorian Biodiversity Atlas (DEECA 2025c);
5. Determination based on known habitat preferences for the species and the assessed habitat characteristics of the site, from Royal Botanic Gardens Victoria (2025) and Walsh and Entwisle (1994, 1996 and 1999);
6. Based on known habitat preferences for the species and the assessed habitat characteristics of the site, known records for the species, and their proximity and time of record.

List of threatened fauna species recorded by the Victorian Biodiversity Atlas and NatureKit in a 10 km radius around the property, and by Matters of National Environmental Significance search of the district, their status, and their likelihood of occurrence on the subject land (DEECA 2025b and 2025c; DCCEEW 2025).

Scientific name	Common Name	Victorian status[1]	Commonwealth status[2]	Records within 10 km[3]	Last record[4]	Appropriate habitat[5]	Likelihood of presence[6]
Vermicella annulata	Bandy Bandy	e		0		Yes	Unlikely
Ninox connivens	Barking Owl	ce		0		Yes	Highly unlikely
Climacteris picumnus	Brown Treecreeper		V	46	2021	Yes	Possible
Phascogale tapoatafa	Brush-tailed Phascogale	v		3	2002	Yes	Unlikely
Burhinus grallarius	Bush Stone-curlew	ce		1	1984	Yes	Highly unlikely
Oreoica gutturalis	Crested Bellbird	e		1	1928	Yes	Highly unlikely
Stagonopleura guttata	Diamond Firetail	v	V	18	2021	Yes	Possible
Ardea alba modesta	Eastern Great Egret	v		1	2019	Yes	Unlikely
Callocephalon fimbriatum	Gang-gang Cockatoo	e	E	25	2021	Yes	Possible
Synemon plana	Golden Sun Moth	v	V	0		Yes	Possible
Falco hypoleucos	Grey Falcon	v	V	0		Yes	Highly unlikely
Pteropus poliocephalus	Grey-headed Flying-fox	v	V	0		Yes	Unlikely
Litoria raniformis	Growling Grass Frog	v	V	0		Yes	Highly unlikely
Melanodryas cucullata	Hooded Robin	v	E	1	1973	Yes	Unlikely
Keyacris scurra	Key's Matchstick Grasshopper		E	0		Yes	Possible
Varanus varius	Lace Monitor	e		1	2019	Yes	Possible
Hieraaetus morphnoides	Little Eagle	v		23	2008	Yes	Possible
Egretta garzetta	Little Egret	e		1	2006	Yes	Unlikely
Grantiella picta	Painted Honeyeater	v	V	4	2018	Yes	Possible
Aprasia parapulchella	Pink-tailed Worm-lizard	v	V	0		Yes	Possible
Ornithorhynchus anatinus	Platypus	V		8	2021	Yes	Unlikely
Ninox strenua	Powerful Owl	v		1	1996	Yes	Possible
Anthochaera phrygia	Regent Honeyeater	ce	CE	5	2016	Yes	Unlikely
Crinia sloanei	Sloane's Froglet		E	0		Yes	Unlikely

Scientific name	Common Name	Victorian status[1]	Commonwealth status[2]	Records within 10 km[3]	Last record[4]	Appropriate habitat[5]	Likelihood of presence[6]
Petauroides volans	Southern Greater Glider	v	V	9	2018	No	Highly unlikely
Chthonicola sagittatus	Speckled Warbler	e		0		Yes	Unlikely
Dasyurus maculatus maculatus	Spot-tailed Quoll	e	E	1	1998	Yes	Highly unlikely
Delma impar	Striped Legless Lizard	e	V	1	2018	Yes	Possible
Lathamus discolor	Swift Parrot	ce	CE	0		Yes	Unlikely
Hirundapus caudacutus	White-throated Needletail	v	V		2006	Yes	Unlikely

1. x = presumed extinct in Victoria; ce = critically endangered in Victoria; e = endangered in Victoria; v = vulnerable in Victoria (from DELWP 2021);
2. CE = critically endangered nationally; E = endangered nationally; V = vulnerable nationally; MTS = Migratory Terrestrial Species; MMB = Migratory Marine Bird (DCCEEW 2025);
3. As recorded in the Victorian Biodiversity Atlas (DEECA 2025c);
4. As recorded for the species in the Victorian Biodiversity Atlas (DEECA 2025c);
5. Determination based on known habitat preferences for the species and the assessed habitat characteristics of the site, from various State and Commonwealth conservation advice and listings, recovery plans, etc.;
6. Based on known habitat preferences for the species and the assessed habitat characteristics of the site, landscape connectivity of the site, known records for the species, and their proximity and time of records.

APPENDIX E NATIVE VEGETATION REMOVAL REPORT (DEECA) 24TH JUNE 2025

Native Vegetation Removal Report

NVRR ID: 334_20250624_6VH

This report provides information to support an application to remove, destroy or lop native vegetation in accordance with the *Guidelines for the removal, destruction or lopping of native vegetation* (the Guidelines). This report is **not an assessment by DEECA** of the proposed native vegetation removal. Native vegetation information and offset requirements have been determined using spatial data provided by the applicant or their consultant.

Report details

Date created: 24/06/2025

Local Government Area: INDIGO SHIRE

Shapefile name:
NVRMap_Removal_Template_Patches_Crambrook_Close_Yackandandah_240625.shp
NVRMap_Removal_Template_Trees_Crambrook_Close_Yackandandah.shp

Site assessor name: Steve_Hamilton

Registered Aboriginal Party:

Coordinates: 146.85447, -36.30422

Address:
1795 WODONGA-YACKANDANDAH ROAD YACKANDANDAH 3749
YACKANDANDAH-WODONGA ROAD YACKANDANDAH 3749

Regulator Notes

Removal polygons are located:

- Within a DEECA Mapped Wetland area

Summary of native vegetation to be removed

Assessment pathway	**Detailed Assessment Pathway**		
Location category	Location 2 The native vegetation extent map indicates that this area is typically characterised as supporting native vegetation. Additionally, it is modelled as encompassing an endangered Ecological Vegetation Class, sensitive wetland or sensitive coastal area. The removal of less than 0.5 hectares of native vegetation in this area will not require a Species Offset.		
Total extent including past and proposed removal (ha) *Includes endangered EVCs (ha): 1.728*	**1.728**	*Extent of past removal (ha)*	*0*
		Extent of proposed removal - Patches (ha)	*1.636*
		Extent of proposed removal - Scattered Trees (ha)	*0.092*
No. Large Trees proposed to be removed	**1**	*No. Large Patch Trees*	*0*
		No. Large Scattered Trees	*1*
No. Small Scattered Trees	2		

Offset requirements if approval is granted

Any approval granted will include a condition to obtain an offset, before the removal of native vegetation, that meets the following requirements:

General Offset amount [1]	**0.4980 General Habitat Units**
Vicinity	North East CMA or INDIGO SHIRE LGA
Minimum strategic biodiversity value score [2]	0.5406
Large Trees*	1
***The total number of Large Trees that the offset must protect**	**1** Large Trees to be protected in either the General, Species or combination across all habitat units protected

NB: values within tables in this document may not add to the totals shown above due to rounding
Appendix 1 includes information about the native vegetation to be removed
Appendix 2 includes information about the rare or threatened species with mapped habitat at the site
Appendix 3 includes the following figures

- Location map
- Strategic Biodiversity Value map
- Condition map
- Endangered EVCs map
- Aerial photograph showing mapped native vegetation
- Property in context
- Habitat Importance maps

1. The General Offset amount required is the sum of all General Habitat Units in Appendix 1.
2. Minimum strategic biodiversity value score is 80 per cent of the weighted average score across habitat zones where a General Offset is required.
3. The Species Offset amount(s) required is the sum of all Species Habitat Units in Appendix 1.

Next steps

Any proposal to remove native vegetation must meet the application requirements of the Detailed Assessment Pathway and it will be assessed under the Detailed Assessment Pathway.

If you wish to remove the mapped native vegetation you are required to apply for approval from the responsible authority. The responsible authority will refer your application to DEECA for assessment, as required. **This report is not a referral assessment by DEECA.**

This *Native vegetation removal report* must be submitted with your application for approval to remove, destroy or lop native vegetation.

Refer to the Guidelines for a full list of application requirements This report provides information that meets the following application requirements:

- The assessment pathway and reason for the assessment pathway.
- A description of the native vegetation to be removed (partly met).
- Maps showing the native vegetation and property (partly met).
- Information about the impacts on rare or threatened species.
- The offset requirements determined in accordance with Section 5 of the Guidelines that apply if approval is granted to remove native vegetation.

Additional application requirements must be met including:

- Topographical and land information
- Recent dated photographs.
- Details of past native vegetation removal.
- An avoid and minimise statement.
- A copy of any Property Vegetation Plan as applicable.
- A defendable space statement as applicable.
- A statement about the Native Vegetation Precinct Plan (NVPP) as applicable.
- A site assessment report including a habitat hectare assessment of any patches of native vegetation and details of trees.
- An offset statement that explains that an offset has been identified and how it will be secured.

Appendix 1: Description of native vegetation to be removed

The Species-General Offset Test was applied to your proposal. This test determines if the proposed removal of native vegetation has a proportional impact on any rare or threatened species habitats above the Species Offset threshold. The threshold is set at 0.005 per cent of the mapped habitat value for a species. When the proportional impact meets or exceeds the Species Offset threshold, a Species Offset is required. This test is completed for all species with mapped habitat at the site. Multiple Species Offsets will be required if the Species Offset threshold is exceeded for multiple species.

Where a zone requires Species Offset(s), the Species Habitat Units for each species in that zone are calculated by the following equation in accordance with the Guidelines: ***Species Habitat Units = extent without overlap x condition score x species landscape factor x 2, where the species landscape factor = 0.5 + (habitat importance score/2)***

The Species Offset amount(s) required is the sum of all Species Habitat Units per zone.

Where a zone does not require a Species Offset, the General Habitat Units in that zone are calculated by the following equation in accordance with the Guidelines: ***General Habitat Units = extent without overlap x condition score x general landscape factor x 1.5, where the general landscape factor = 0.5 + (strategic biodiversity value score/2)***

The General Offset amount required is the sum of all General Habitat Units per zone.

Native vegetation to be removed

Information provided by or on behalf of the applicant							Information calculated by NVR Map						
Zone	**Type**	**DBH (cm)**	**EVC code**	**Bioregional conservation status**	**Partial Removal**	**Condition score**	**Large Tree(s)**	**Polygon extent (ha)**	**Extent without overlap (ha)**	**SBV score**	**HI Score**	**Habitat Units**	**Offset Type**
1-a	Patch	-	NIS_0047	Endangered	no	0.230	-	0.033	0.033	0.660	-	0.009	General
2-a	Patch	-	NIS_0047	Endangered	no	0.260	-	0.025	0.025	0.670	-	0.010	General
3-a	Patch	-	NIS_0047	Endangered	no	0.230	-	0.033	0.033	0.700	-	0.010	General
4-a	Patch	-	NIS_0047	Endangered	no	0.230	-	0.087	0.087	0.670	-	0.025	General

Information provided by or on behalf of the applicant							Information calculated by NVR Map						
Zone	**Type**	**DBH (cm)**	**EVC code**	**Bioregional conservation status**	**Partial Removal**	**Condition score**	**Large Tree(s)**	**Polygon extent (ha)**	**Extent without overlap (ha)**	**SBV score**	**HI Score**	**Habitat Units**	**Offset Type**
5-a	Patch	-	NIS_0047	Endangered	no	0.230	-	1.458	1.458	0.677	-	0.422	General
2-b	Scattered Tree	10	NIS_0047	Endangered	no	0.200	-	0.031	0.021	0.660	-	0.005	General
3-b	Scattered Tree	50	NIS_0047	Endangered	no	0.200	-	0.031	0.013	0.660	-	0.003	General
6-b	Scattered Tree	70	NIS_0047	Endangered	no	0.200	1	0.070	0.058	0.660	-	0.014	General

Appendix 2: Information about impacts to rare or threatened species' habitats on site

This table identifies all rare or threatened species with mapped habitat at the site and the proportional impact associated with the proposed native vegetation removal.

Species common name	Species scientific name	Taxon ID	Conservation status	Group	Habitat impacted	Proportional impact (%)
Deane's Wattle	Acacia deanei subsp. deanei	504238	Endangered	Dispersed	Habitat importance map	0.0005
Smooth Darling-pea	Swainsona galegifolia	503992	Endangered	Dispersed	Habitat importance map	0.0004
Tick Indigo	Indigofera adesmiifolia	503780	Vulnerable	Dispersed	Habitat importance map	0.0002
Woolly Ragwort	Senecio garlandii	505246	Endangered	Dispersed	Habitat importance map	0.0002
Barking Owl	Ninox connivens connivens	10246	Endangered	Dispersed	Habitat importance map	0.0001
Regent Honeyeater	Anthochaera phrygia	10603	Critically endangered	Dispersed	Habitat importance map	0.0001
Squirrel Glider	Petaurus norfolcensis	11137	Endangered	Dispersed	Habitat importance map	0.0001
Umbrella Grass	Digitaria divaricatissima var. divaricatissima	501045	Vulnerable	Dispersed	Habitat importance map	0.0001
Common Pipewort	Eriocaulon scariosum	501218	Rare	Dispersed	Habitat importance map	0.0001
Western Golden-tip	Goodia medicaginea	501518	Rare	Dispersed	Habitat importance map	0.0001
Glandular Early Nancy	Wurmbea biglandulosa subsp. biglandulosa	503580	Rare	Dispersed	Habitat importance map	0.0001
Delicate Crane's-bill	Geranium sp. 6	505347	Vulnerable	Dispersed	Habitat importance map	0.0001
White-throated Needletail	Hirundapus caudacutus	10334	Vulnerable	Dispersed	Habitat importance map	0.0000
Brush-tailed Phascogale	Phascogale tapoatafa	11017	Vulnerable	Dispersed	Habitat importance map	0.0000
Lace Monitor	Varanus varius	12283	Endangered	Dispersed	Habitat importance map	0.0000

Species common name	Species scientific name	Taxon ID	Conservation status	Group	Habitat impacted	Proportional impact (%)
Golden Pomaderris	Pomaderris aurea	502651	Rare	Dispersed	Habitat importance map	0.0000

Habitat Group

- Highly localised habitat means there is 2,000 hectares or less mapped habitat for the species.
- Dispersed habitat means there is more than 2,000 hectares of mapped habitat for the species.

Habitat Impacted

The Species General Offset test, as described in Section 5.3.1 of the Guidelines, is used to determine if proposed native vegetation removal will result in a proportionally significant impact on the habitat value of rare or threatened species. The test is applied where the native vegetation proposed for removal:

- Intersects the Habitat Importance Map for a rare or threatened species; or
- Intersects the 'top ranking' modelled habitat for a rare or threatened species with dispersed habitat, as identified in its Top Ranking Habitat Importance Map.

Top Ranking Maps consist of the 2,000 hectares of habitat with the highest Habitat Importance Scores for each dispersed species.

The 'Habitat impacted' column identifies whether the Habitat Importance Map or its Top Ranking Map was used to determine the proportional impact for a species with dispersed habitat.

Appendix 3: Images of mapped native vegetation

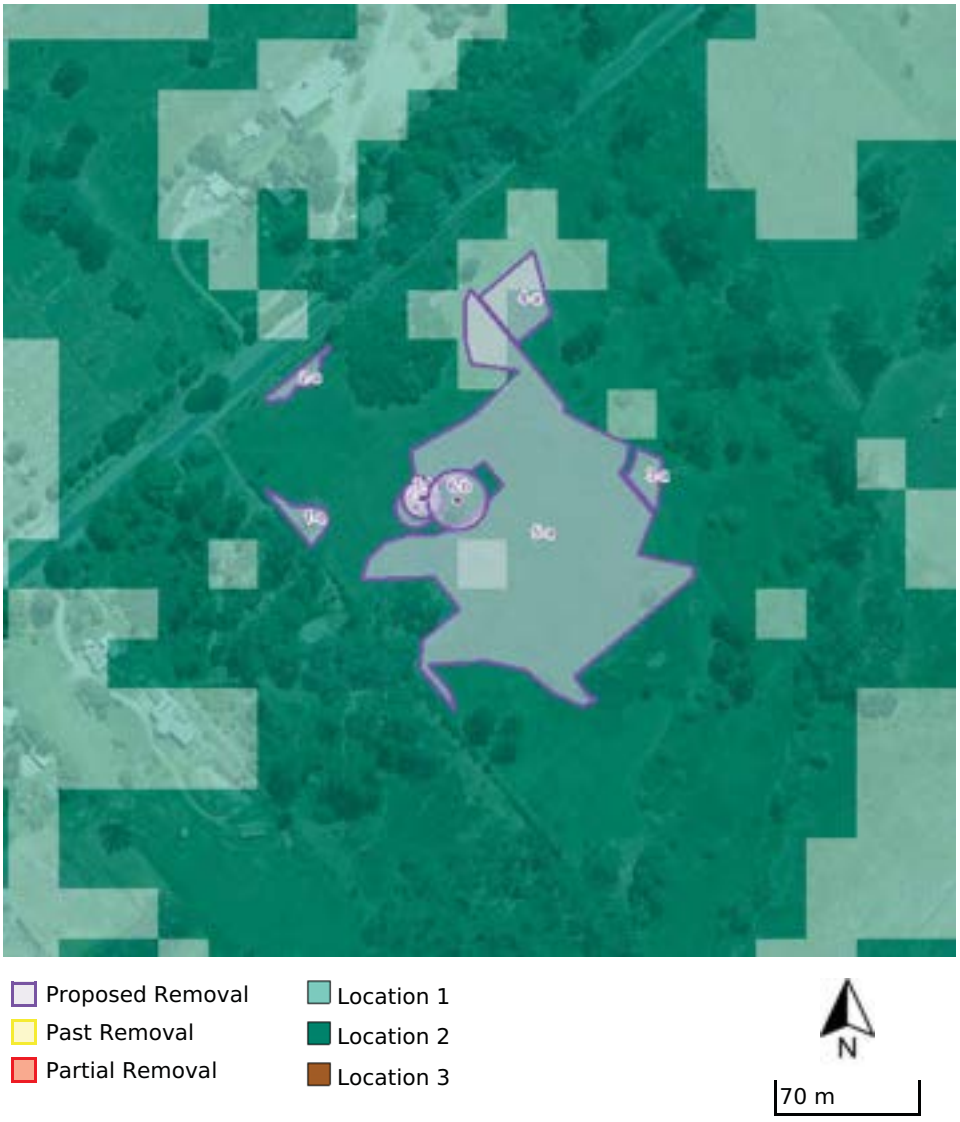
1. Property in context



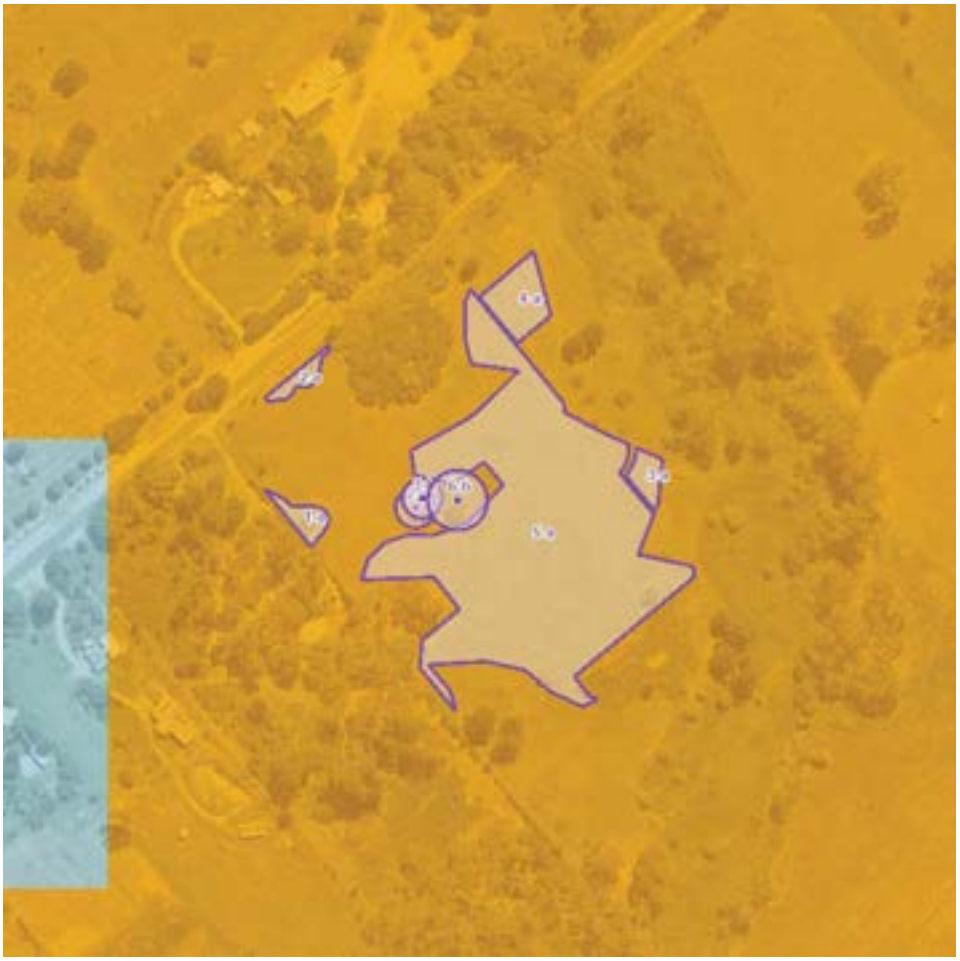
2. Aerial photograph showing mapped native vegetation



3. Location Risk Map



4. Strategic Biodiversity Value Score Map



5. Modelled Condition Score Map



6. Modelled Endangered EVCs



7. Habitat Importance maps

Not Applicable

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APPENDIX F THIRD PARTY OFFSET QUOTE FROM VEGETATION LINK

vegetationlink

25 June 2025

Our Ref: VLQ-11577
Your Ref: Crambrook Close
Yackandandah

Steve Hamilton
Hamilton Environmental Services
hammys2345@bigpond.com

Dear Steve,

Re: Quotation for the supply of native vegetation credits

Vegetation Link is an accredited offset broker with the Department of Energy, Environment and Climate Action (DEECA). Based on the information provided, I understand you require the following:

GHUs	Min. SBV	Vicinity	Large Trees
0.498	0.541	North East CMA or Indigo LGA	1

To meet your offset requirements, you can purchase native vegetation credits from a third party as per the trade[i] option quoted below. Credit trading turnaround time is approximately 2-5 weeks from acceptance of a valid quote. This quotation is valid for 14 days, subject to credit availability.

3-Party CTA Pathway - offset site located on Jaitmatang Country in the Towong LGA (approx. 95 kms from the project site)	
Cost of native vegetation offsets (invoiced by DEECA)	$75,700.00
Cost of broker fee (invoiced by Vegetation Link)	$1,320.00
Subtotal cost ex. GST	$77,020.00
Total cost inc. GST	**$84,722.00**

To proceed with a trade, please complete and return the purchaser details form provided via email. Upon receipt of the form, we will begin the trade process. Further details of the process are in the FAQ below.
Kind regards,



Shannen Hunter
Biodiversity Offset Broker

PO Box 10
Castlemaine VIC 3450
1300 VEG LINK (1300 834 546)
offsets@vegetationlink.com.au
www.vegetationlink.com.au

vegetationlink

FAQs

What is a third party offset?

A third-party offset means securing offsets from a site owned by a landowner who manages and protects native vegetation on their land or from a credit owner with excess credits to sell. Landowners who establish these offset sites are required to:

- Enter into a Landowner Agreement for the specified offset site. A landowner agreement is in perpetuity and is binding upon the current and future landowners of the site. It permanently restricts use of the site for many purposes.
- Implement a detailed 10-year Management Plan endorsed by the DEECA Native Vegetation Offset Register to manage and improve the biodiversity values of the site.

How is the price of native vegetation offset credits (GHUs, GBEUs etc.) determined?

Credit owners set their own price for native vegetation credits. They determine the price based on numerous factors. These include but are not limited to; site establishment costs, the cost to manage the site in perpetuity (e.g., maintain fencing, control pest species), foregone use cost and administrative costs. Depending on how the site is registered, the credit fee may be paid to either DEECA or directly to the credit owner.

Further information about the work some of our landowners are doing can be found on the Vegetation Link website.

What is the process after I accept the quote?

After you accept the quote and return the purchaser table, the following steps will be undertaken:

1. We will ensure the credits are still available and if necessary, submit a credit advice form for a pending trade to DEECA, to sanction the specified credits,
2. We will set up a credit trade agreement (CTA) and issue this for review and signing by the relevant parties involved. If credits are being purchased and allocated to a project simultaneously, we will include this within the documentation issued to you,
3. Once signed by all parties, we will submit the executed documentation to the relevant entity for invoicing. Invoices will be issued for the fees listed in the quotation. We will send you two invoices, one for the broker fee (payable within 14 days from the date of issue), invoiced by Vegetation Link and one for the credit fee (payable within 28 days from the date of issue), to be paid to DEECA or the Credit Owner. We recommend providing remittances for all your payments,
4. Once payments are received, the Native Vegetation Offset Register (NVOR) will issue the allocated credit extract/s, or purchased credit statement/s to Vegetation Link, which will then be sent to the appropriate recipients. A copy of the executed CTA will also be issued, as evidence that you have purchased the offset.

Generally, the process from quote acceptance to having evidence of purchased (and allocated) credits takes between 2-5 weeks from receipt of a completed Purchaser Details form. This is dependent on a range of factors including the type of landholder agreement or credit trade agreement, organisational workflows, and turnaround times for signing and payment of invoices. We work as quickly as possible to get your credits to you within this period.

We note that you **cannot** remove vegetation until you have been given permission by the Responsible Authority (usually the council that has issued a permit).

PO Box 10
Castlemaine VIC 3450
1300 VEG LINK (1300 834 546)
offsets@vegetationlink.com.au
www.vegetationlink.com.au

vegetationlink

What happens if I don't have a permit yet?

When people are buying credits before a permit is issued, the following three options are most common:

- You can purchase offsets before the planning permit is available, and then subsequently request that the offsets be allocated to the permit once it becomes available. This will incur an additional $250 fee for Vegetation Link to facilitate this process. When considering this option, it is important to realise that your estimated offset requirements may be different than the actual permit requirements, which may result in additional costs.
- You can wait for the planning permit to be approved first and then request a quote to meet the requirements of the permit. Should credits be available, you can then start the offset purchase process. We then use the planning permit number for allocating the credits. Allocating credits to the permit is evidence that the offsets have been purchased and that the condition on the permit has been met.
- You can request a quote to confirm availability and to get an idea of the cost of your requirements before you apply for a permit. Once a planning permit has been issued, you can then request an updated quote. It is at this point that you can then go through the offset purchase process.

We cannot guarantee credit availability until a) contracts are executed, or b) credits have been held via a pending trade lodged with DEECA Native Vegetation Offset Register.

We cannot guarantee prices until a) a quote has been accepted within 14 days, and b) a Credit Trading Agreement is signed within 30 days, and c) the invoice for the credit fee is paid within 28 days of the date the invoice is issued.

If I sign the CTA, does that mean I MUST pay for the credits?

Yes, you have entered into an agreement to pay for the offset credits therein and are required to pay for those credits. The credits must be paid for within 28 days of the date of the invoice. The broker fee (invoiced by Vegetation Link) must be paid within 14 days from the date of issue.

Can Vegetation Link hold the credits for me, as I want to pay later?

Vegetaion Link are unable to hold credits for later payment. Please also see 'What happens if I don't have a permit yet?' above.

For further information, see our website, the DEECA website or call us any time on 1300 834 546.

---

[i] Fees are inclusive of the NVOR transfer and allocation fees when an allocation is done at the time of purchase.

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Proposed Subdivision at

Allot. 1 Sec. F, Yackandandah-Wodonga Road, Yackandandah VIC

Cultural Heritage Management Plan No: 15536



Activity Size: *Medium*

Assessment: *Standard*

Sponsor: *RSMB Holding Pty Ltd. (ABN: 27 003 598 338)*

Heritage Advisor: *Damian Wall*

Author: *Damian Wall*

Version 3

Date: *01/8/18*

94 Kirby Flat Road,
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Phone: 0402 344 574
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damian.wall@red-gum.com.au

RED-GUM Environmental Consulting

Proposed Subdivision at Allot. 1 Sec. F, Yackandandah-Wodonga Road, Yackandandah VIC

Cultural Heritage Management Plan
Number: 15536

Activity Size: Medium

Assessment: Standard

Sponsor: *RSMB Holding Pty Ltd. (ABN: 27 003 598 338)*

Heritage Advisor: Damian Wall

Author: Damian Wall

Version 3

Date: 01/08/18

Executive Summary

RSMB Holding Pty Ltd ("the Sponsor") is proposing a residential subdivision of a 7.6-ha block at Allot. 1 Sec. F, Township of Yackandandah, Yackandandah-Wodonga Road, Yackandandah VIC 3749. The "Activity area" consists of a single allotment (**Map 1**) bordered by Yackandandah-Wodonga Road to the north-west, Marcus Creek to the east and south, and private property to the south-west. The entire area will be impacted by the development.

The Activity area is affected by the *Aboriginal Cultural Heritage Sensitivity* overlay (being land within 200m of a named waterway – Marcus Creek). As the proposed activity (subdivision) is considered high impact, a Cultural Heritage Management Plan (CHMP) is required under Division 5 r.46 of the Aboriginal Heritage Regulations 2007 (the Regulations).

A Standard Assessment was undertaken on 21st February 2018 by Damian Wall (Heritage Advisor, Red-Gum Environmental Consulting) and Allan Murray (DLTCI). No (zero) Aboriginal places were identified within the Activity area during the Standard Assessment. While the activity area is generally steep, the standard assessment found that it contained three terrace landforms overlooking Marcus Creek with potential to contain Aboriginal cultural heritage, and a Complex assessment was recommended.

The Complex assessment was undertaken on the 28th of May 2018 by Damian Wall (Heritage Advisor, Red-Gum Environmental Consulting) and Phil Murray (DLTCI); and on 30th May 2018 by Damian Wall (Heritage Advisor, Red-Gum Environmental Consulting), Andrew Bell (Red-Gum Environmental Consulting) and Valda Murray (DLTCI).

The complex assessment saw the excavation of three (3) 1 m x 1 m Test Pits and six (6) shovel test probes across the three landforms identified by the Standard assessment. No (zero) Aboriginal cultural heritage was identified by the complex assessment.

Together with all Contingency Plans listed in Part 2, Section 9 of this CHMP, the following Management Conditions apply:

General Management Conditions

Management Condition 1: *Construction Management*

- All works are to be restricted to the Activity area described (**Map 1**), including all ancillary works areas, construction equipment, parking, access roads and spoil heaps.
- A set of Aboriginal Victoria mini-posters (**Appendix 7**) is to be obtained and kept in the site construction office.
- A copy of the approved CHMP must be held onsite during construction.
- Clear chain of command must be established for site personnel to report identification of Aboriginal Cultural Heritage to the Sponsor, their representative and a Heritage Advisor.
- If any in situ Aboriginal cultural material is discovered during the construction, the provisions outlined in the Contingency Plans presented in **Section 9** must be followed.

Acknowledgements

Phil Murray - Duduroa Local Traditional Custodians Incorporated

Allan Murray - Duduroa Local Traditional Custodians Incorporated

Valda Murray - Duduroa Local Traditional Custodians Incorporated

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Part 1. Assessment

1 Introduction

RSMB Holding Pty Ltd ("the Sponsor") is proposing a residential subdivision of a 7.6-ha block at Allot. 1 Sec. F, Township of Yackandandah, Yackandandah-Wodonga Road, Yackandandah VIC 3749 (**Map 1).** The Activity area is bordered by Yackandandah-Wodonga Road to the north-west, Marcus Creek to the east and south, and private property to the south-west. The entire area will be impacted by the development.

1.1 The reasons for preparing a Cultural Heritage Management Plan

This CHMP is a mandatory plan under s.46 (a) of the *Aboriginal Heritage Act 2006* (the Act). This CHMP has been prepared as a result of the following findings:

- The Activity area is located within an area of cultural heritage sensitivity (within 200m of a named waterway – Marcus Creek) under Division 3 regulation 23 of the Regulations.
- The scope of works involves significant soil disturbance activities that are specified as *high impact* under Division 5 r.46 of the Regulations (i.e. subdivision).

1.2 Notice of Intention to prepare a Cultural Heritage Management Plan

Currently there is no Registered Aboriginal Party (RAP) for the Activity area. A notice of intention to prepare a plan was provided to the Secretary of the Department of Premier and Cabinet (DPC) on 19th February 2018. A copy of this notice is in **Appendix 1**.

1.3 Sponsor

The sponsor for this CHMP is RSMB Holding Pty Ltd. The contact for this project is:

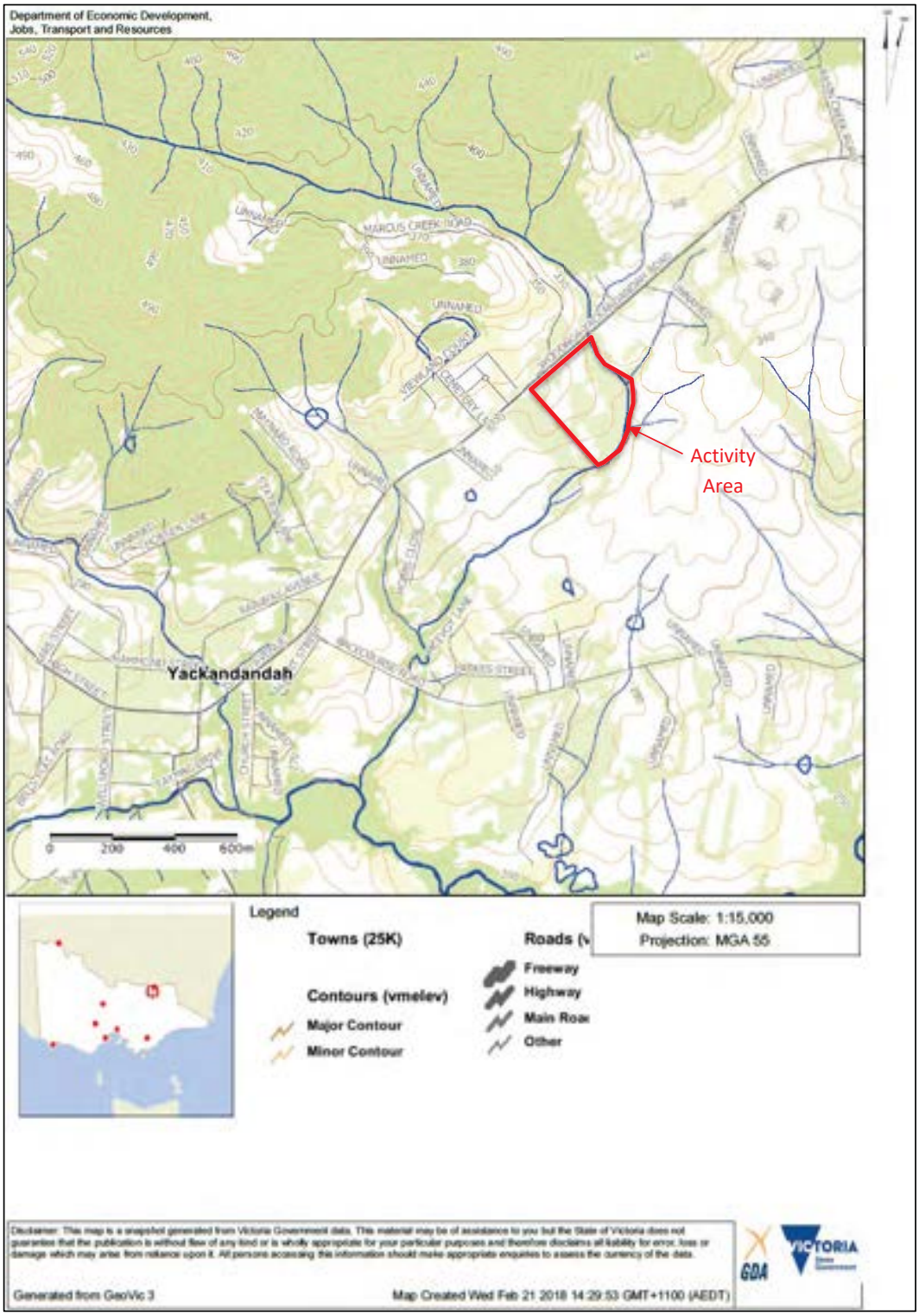
Name: Colin Crambrook
Address: 1026 Grose Vale Road, Kurrajong NSW 2758
Email: colin@positivehire.com.au
Phone: 02 4573 1363

1.4 Heritage Advisors

Damian Wall (Red-Gum Environmental Consulting Pty Ltd) has 13 years' field experience in Archaeological practice, is a Full Member of the Australian Association of Consulting Archaeologists Inc (AACAI) and has a Graduate Certificate in Cultural Heritage Management from Flinders University (SA). Damian is suitably qualified under section 189 of the Aboriginal Heritage Act 2006 and appropriately qualified in archaeology to supervise excavation for a complex assessment as specified in Regulation 61(3).

1.5 Location of Activity area

The Activity area is a 7.6 ha block of land consisting of a a single allotment (Allot. 1 Sec. F Township of Yackandandah) as shown in **Map 1** and **Map 2**.



Map 1: The Activity area at Yackandandah-Wodonga Road, Yackandandah. Scale: 1:15,000. Source: GeoVic 2018

1.6 Owners and occupiers of the land

The land is owned by the Sponsor and is zoned Low-Density Residential (LDRZ). The land is affected by areas of *Aboriginal Cultural Heritage Sensitivity* (being land within 200m of a named waterway – Marcus Creek) as defined by the Aboriginal Heritage Act 2006.



Map 2: The Activity Area. Scale: 1:2,500. Source: NearMap 2018

1.7 Registered Aboriginal Parties

Currently there is no Registered Aboriginal Party for the Activity area. The Secretary of the Department of Premier and Cabinet (DPC) will assess this CHMP.

2 Activity description

The Activity area is the whole of Allot. 1 Sec. F Township of Yackandandah (**Map 1** and **Map 2**) and covers an approximate area of 7.6 ha. The proposed activity is a residential subdivision (**Figure 1**).

2.1 Statement of Potential Impacts

The proposed development will involve a degree of soil disturbance to both surface and buried land surfaces. However, all activities are to be contained within the area assessed by this CHMP. In terms of the proposed development, road construction will involve levelling the ground surface to a maximum depth of approximately 200mm, and utilities will be installed at a depth of between 600mm and 1.2m. Landscaping may include levelling or simply topping.

The activity therefore is likely to impact on any Aboriginal cultural heritage that may be identified within the Activity area, to a depth of 400mm along proposed road alignments, up to 1m in areas of drainage basins and up to 1.2 m where power and sewerage utilities are installed. The types of impacts that are likely to occur during the course of the development include:

- Site preparation, which will include site clearance vegetation and rocks to be stockpiled within the Activity area.
- Stripping/removing topsoil, utilising heavy machinery. The topsoil may be stockpiled within the Activity area for later use in rehabilitation.
- Import of clean fill material (from licenced quarries or locations approved to provide such materials).
- Excavation of proposed road alignments utilising heavy machinery and shaping of roadsides to their final levels.
- Road building, pavement, kerb and gutter and all other associated impacts with development of a trafficable road.
- Installation of underground and above ground services and utilities. This will involve excavation of up to 1.2 m deep and all associated earth works as described above.
- Construction of houses, out-houses, sheds and general landscaping associated with residential development.

3 Documentation of consultation

A Notice of Intent to Prepare a Management Plan (NOI) was submitted to the Secretary of the Department of Premier and Cabinet (DPC) on 19th February 2018 in accordance with s. 54 of the Act (**Appendix 1**).

3.1 Consultation in relation to the assessment

An inception meeting between Damian Wall (Red-Gum Environmental Consulting Pty Ltd) and Allan Murray (DLTCI) was held on site on 21st February 2018. Fieldwork methodology was agreed to include one (1) heritage advisor walking the entire area. **Appendix 2** lists the consultation undertaken for the assessment.



Figure 1: Plan of proposed development at Wodonga-Yackandandah Road, Yackandandah, VIC. Source: EDM Group

3.2 Fieldwork Participation

A Standard assessment was undertaken on the 21st February by Damian Wall (Red-Gum Environmental Consulting Pty Ltd) and Allan Murray (DLTCI). No (zero) Aboriginal cultural heritage was identified during the Standard assessment.

A Complex assessment was undertaken on the 28th of May 2018 by Damian Wall (Heritage Advisor, Red-Gum Environmental Consulting) and Phil Murray (DLTCI); and on 30th May 2018 by Damian Wall (Heritage Advisor, Red-Gum Environmental Consulting), Andrew Bell (Red-Gum Environmental Consulting) and Valda Murray (DLTCI). The Complex assessment saw the excavation of three (3) 1 m x 1 m Test Pits and six (6) shovel test probes across the three landforms identified by the Standard assessment. No (zero) Aboriginal cultural heritage was identified by the complex assessment.

3.3 Consultation in relation to the Management Conditions

A management conditions and complex assessment summary meeting was held on site on 30th May 2018 between Damian Wall (Heritage Advisor, Red-Gum Environmental Consulting) and Valda Murray (DLTCI).

The meeting discussed the effectiveness of the methodology and the results of the assessment (**Section 6**). All representatives agreed that the Standard and Complex Assessments had adequately assessed the Activity area for the presence of Aboriginal Cultural Heritage and were satisfied with the proposed Management Conditions and contingencies.

3.4 Summary of outcomes

Following consultation with DLTCI during the preparation of the CHMP and during the fieldwork stage, Management Conditions and contingencies were developed for the activity. A summary of consultation is presented in **Appendix 2**.

4 Aboriginal Cultural Heritage Desktop Assessment

4.1 Introduction

Under Part 3 of the *Regulations*, a CHMP must include a desktop assessment and if required, also a Standard Assessment and/or a Complex Assessment. The desktop assessment was undertaken by Damian Wall (Red-Gum Environmental Consulting Pty Ltd) to determine the likelihood of the activity area containing Aboriginal cultural heritage and to assist in assessing the significance of any heritage that may be found. Desktop research provides information enabling predictions to be made as to whether a place may contain Aboriginal cultural heritage. This research involves the following:

- Investigating the site registry.
- Reviewing other cultural heritage reports undertaken within the geographic area.
- Reviewing local ethnographic histories of the area.
- Research into past historic land use.
- Reviewing local histories of the area.
- Researching the geomorphology and geology of the region encompassing the Activity area.

4.2 The Geographic region

For the purposes of this report, the *geographic region* is the area within 10km of the Activity area (**Map 3**). This area is considered to contain a representative sample of all features that exist throughout the landforms relevant to the Aboriginal cultural heritage that may be present.

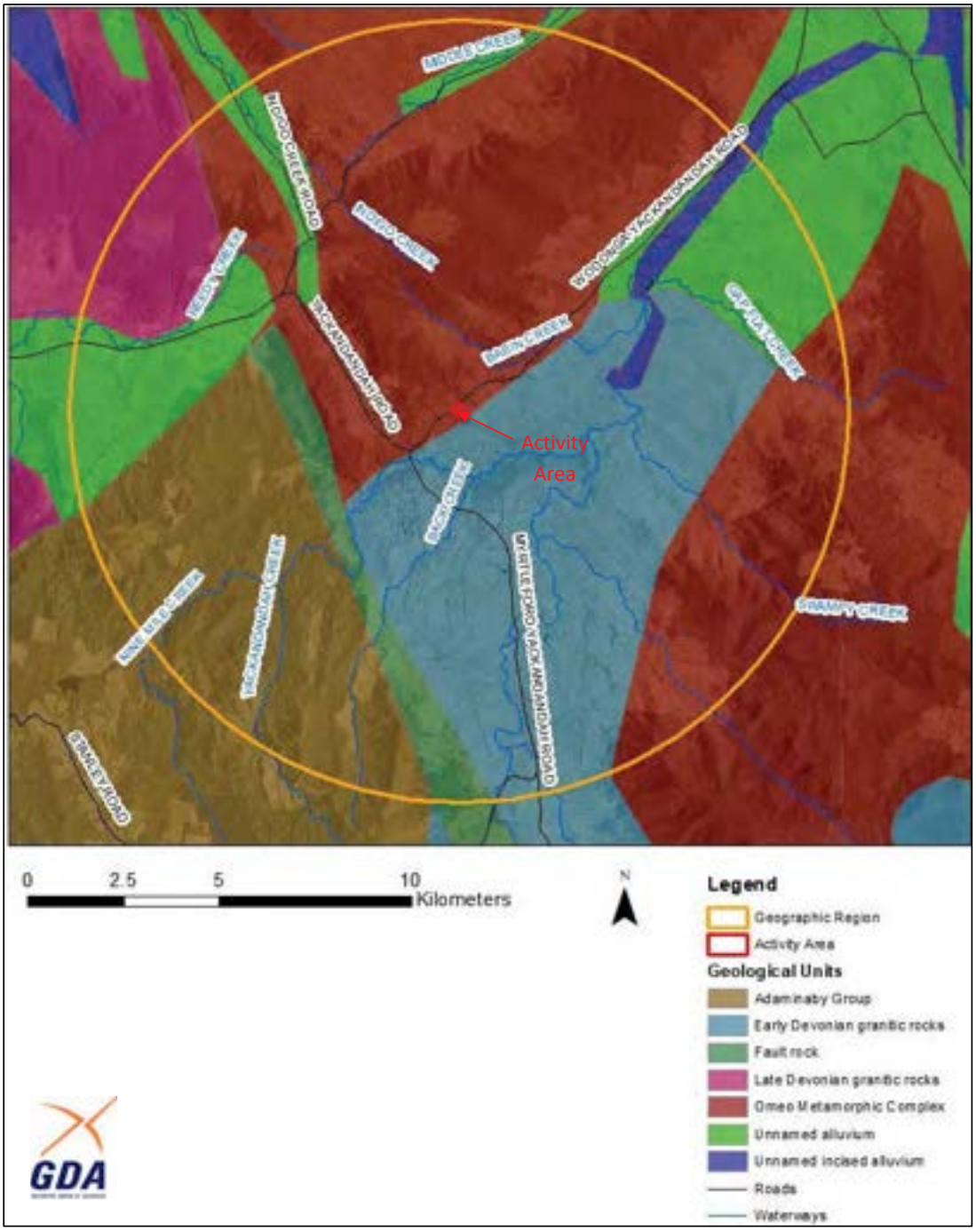
4.2.1 Climate

Average daytime maximum temperatures in Yackandandah are 24 °C with summer time maximums reaching 30°C and prevailing winds from the northwest. Rain typically falls as thunderstorms in the summer, and in winter with cold fronts, with February the driest month and August the wettest (BOM, February 2018).

Rainfall in Yackandandah averages 620 millimetres per year, most of which falls in winter with passing frontal systems; however, these can occur at any time of year, and the main form of rainfall in spring and summer is from thunderstorms (BOM, 2018).

4.2.2 Geomorphology & Geology

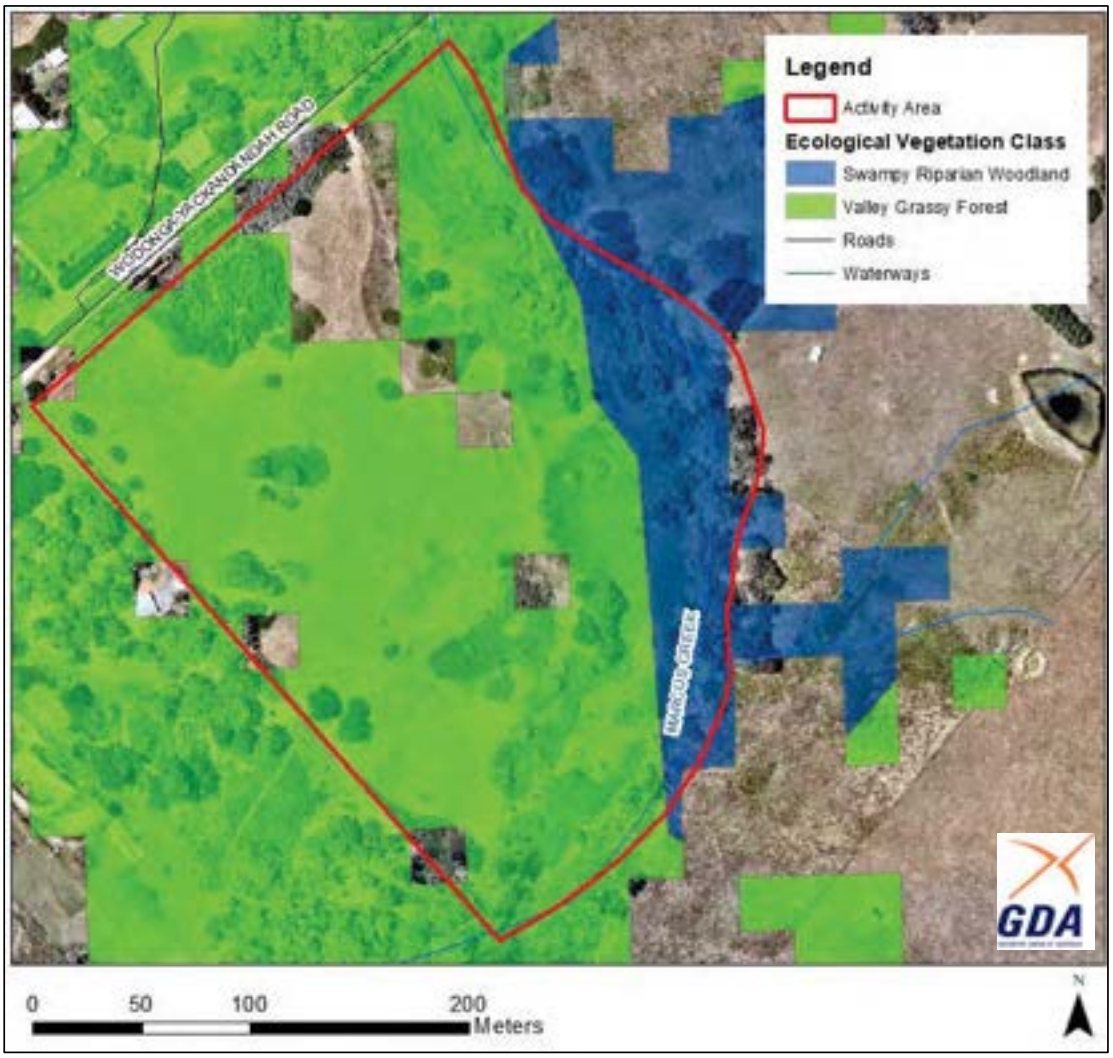
The geology of the activity area is described as Omeo Metamorphic Complex and is associated with low hill landforms that are prone to high levels of water erosion. This formation dates to the Silurian geological period and is characterised by red duplex soils and friable red earths (DEDJTR, 2018). The activity area is located in the East Victorian dissected uplands of Victoria. The Activity area is bounded to the east and south by Marcus Creek, which drains into Yackandandah Creek to the south.



Map 3: Activity area and surrounding geographic region showing Geological Units. Scale: 1:125,000.

4.2.3 Vegetation

The mapped Ecological Vegetation Classes (EVCs) associated within the Activity area are Valley Grassy Forest and Swampy Riparian Forest –which are considered endangered in the Northern Inland Slopes bioregion. **Map 5** shows the effected EVCs associated with the Activity area per the 2005 modelling. Aerial imagery shows that the activity area has been largely cleared and suggests that the modelled EVCs are only present in small patches and along Marcus Creek.



Map 4: Ecological Vegetation Classes (EVCs) at the Activity area. Scale: 1:2,500.

4.3 Historical and ethno-historical accounts in the geographic region

Prior to European settlement of the region, Aboriginal people occupied every part of the Victorian landscape, with some places near permanent water and food resources often permanently occupied and other areas such as the Alps and regularly inundated floodplains frequented less often as part of cultural events or for harvesting seasonally available food resources, such as the Bogong Moth.

Aboriginal country governed by a complex system of land ownership, with an equally complex social system of marriage and inter-group relationships based on tribe (or language group), descent, clan and moiety.

The tribe was the largest unit of classification, which was made up of people who shared a common language. The tribe members shared the same rules of decent (patrilineal or matrilineal) and claimed ownership of a particular region, ownership boundaries which continue to change and be disputed today (Coutts 1981).

Like many parts of northeast Victoria, the documented Aboriginal ethnographic record of Yackandandah and surrounding areas is sparse and very fragmented. Much of this shortfall can be attributed to the rapid spread of European diseases such as measles, small pox and influenza which dramatically impacted Aboriginal populations soon after the European invasion. Dispute of territory with squatters and the rapid expansion of pastoral enterprises (and the associated violence that occurred) acted to decimate entire populations of people throughout southeast Australia which acted to severely disrupt and in many cases destroy Aboriginal culture before ethnographic examination could take place (Bell 2013).

Compounding the rapid demise of Aboriginal tribes was the tendency of many first Europeans to have little regard, interest or training in the analysis or documentation about the ancient society they were encountering. The comprehensive records taken by the first explorers Hume and Hovell, who first sighted and named the Ovens River on November 25th 1824, show that the two highly inquisitive and widely travelled men had little to say about the people or complex Aboriginal society that they observed in its pure form (Hume & Hovell 1831).

According to Wesson (2000:78, 84-5, 87) this area was occupied by Yaitmathang, and Waveroo tribes who spoke Yaitmathang, Theddora, Gundungerre and Minubuddong or Minyambuta languages. Tindale (1940:204) attributes this region to the Duduroa. According to his mapping, the Duduroa or Theddora occupied the Kiewa River (Tindale 1940:204; see **Figure 2**).

The lives of Aboriginal people in the Yackandandah area would have focused on the Kiewa River, its numerous tributaries (including Yackandandah Creek), and the abundant resources that would have been available in these areas. Aboriginal people of the northeast region and beyond also placed great value on the ceremonies associated with the seasonal migration to the Alps for the collection of Bogong Moths (*Argotis infusa*) which were a seasonal culinary indulgence (Flood 1981). A number of plant species would have supplemented their high protein diet, including tuberous plants such as Yam Daisy (*Microseris sp*.) and a variety of grasses, sedges and orchid species.

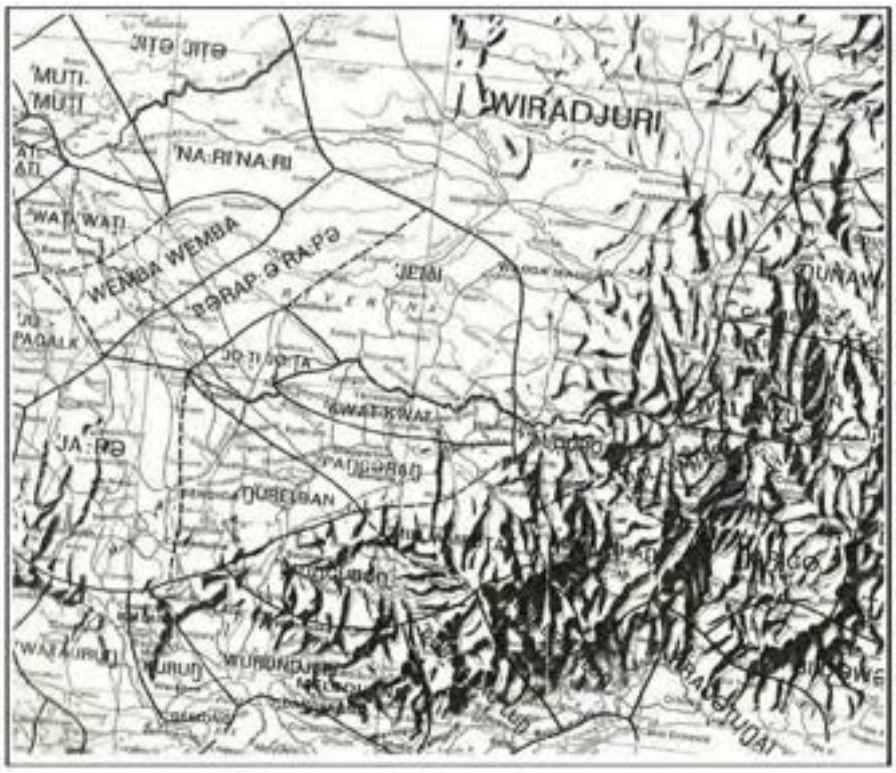


Figure 2: Tindale's 1940 mapping of tribal boundaries

4.3.2 Aboriginal Reserves and Honorary Correspondent Depots

In 1858 the Victorian Government recommended the formation of a Central Board to replace the Protectorate system and take over responsibility for the protection of Aboriginal people within the colony (EDM Group 2008). In 1860 the Central Board appointed to watch over the interests of Aborigines in the Colony of Victoria and the Central Board for the Protection of Aborigines (CBA) was established. The CBA was also responsible for allocating reserves of land variously known as stations, missions or reserves on which Aboriginal people were encouraged to settle (EDM Group 2008). The Yackandandah (H.Lane) Honorary Correspondent Depot is located within the defined geographic region

4.3.3 Land use history of the Activity area

The activity area was once fully forested, according to modelled 1750s vegetation mapping, and has since been extensively cleared. The Activity area is too steep to be used for cropping, but is used intermittently for cattle grazing.

The activity area forms part of the original Yackandandah No. 1 pastoral run which was gazetted on July 26, 1848 although it was licenced 10 years prior to NSW Orders-in-Council, to James Osborne (**Figure 3**). It was originally estimated at 17,920 acres. The property passed to a number of owners including Archibald and John Osborne in 1859, James Osbourne Senior in 1862, Isabella Osbourne in 1868 and John Osborne in 1869.

The lease was forfeited in 1870 but the forfeiture was revoked that same year. William Telford of Beechworth took up the lease in 1870. The run was then subdivided by the Board of Land and Works into Yackandandah No. 1 and Yackandandah No. 1 West (Spreadborough & Anderson 1983:80). The activity area was located on the southern boundary of Yackandandah No. 1 run. This run was purchased by William Telford in 1871. The lease was then sold to John Robinson and George Nicholson later that year.

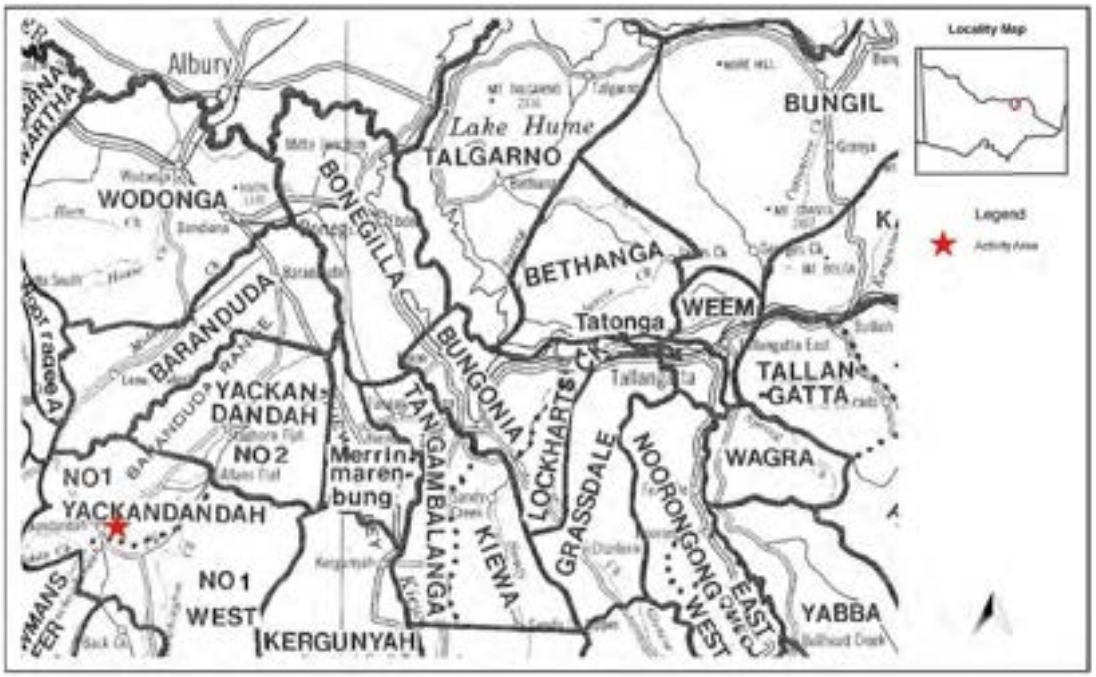


Figure 3: Pastoral Runs showing the Activity area. Source: Spreadborough and Anderson 1983.

4.3.4 Registered Aboriginal Parties

Currently there is no Registered Aboriginal Party for the activity area. The Secretary of the Department of Premier and Cabinet (DPC) will assess this CHMP.

4.4 Search of the Victorian Aboriginal Heritage Register

The Victorian Aboriginal Heritage Register (VAHR) was initially searched on 20th February 2018 by Damian Wall indicating that there are twenty-one (21) previously recorded Aboriginal places within the defined Geographic Region (**Map 3**) consisting of artefact scatters (n=5), scarred trees (n=1) and object collections (n=15). **Table 1** shows previously recorded sites within the geographic region.

Table 1: VAHR listed sites within the defined Geographic Region (10km radius from the Activity area)

Place Number	Name	Type
8225-0084	OFCV 12	Scarred Tree
8225-0100	MPP16 - Oates Track 1	Artefact Scatter
8225-0101	MPP17 - Grass Tree Track 1	Artefact Scatter
8225-0102	MPP18 - Grass Tree Track 2	Artefact Scatter
8225-0104	MPP20 - Buffer Track 1	Artefact Scatter
8225-0179	Guys Creek 1	Artefact Scatter
8225-0251	Yackandandah Museum Collection	Object Collection
8224-0096	Great Alpine Road Sub-Surface Artefact Scatter	Object Collection
8325-0383	Camlen Park, Bonegilla LDAD	Object Collection
8125-0428	3 Mile Creek LDAD	Object Collection
7525-0157	Charlton - St Arnaud Road Artefact Scatter	Object Collection
8125-0436	Three Mile Creek Artefact Scatter	Object Collection
8125-0437	3 Mile Creek LDAD 2	Object Collection
8124-0023	Willis Little Drive LDAD	Object Collection
8124-0024	Willis Little Drive Scatter	Object Collection

4.5 Aboriginal places identified in the geographic region

In central, northern and north-eastern Victoria and including the broader geographic region surrounding the Activity area, the following types of Aboriginal places have been recorded and registered:

Aboriginal Burials: Often located near or within Aboriginal occupation sites such as oven mounds, shell middens or artefact scatters, Aboriginal burials are normally found as human bones eroding from the ground, or exposed during ground disturbance. Aboriginal customs for honouring and disposing of the dead varied greatly across Victoria, but burial was common. Aboriginal burial sites normally contain the remains of one or two people, although cemeteries that contain the remains of hundreds of people buried over thousands of years have been found.

Aboriginal Non-Archaeological (Intangible) Places: Aboriginal non-archaeological places reference Aboriginal people's association to events that occurred in a general or specific location that may not have any physical or archaeological material present. Sources of information about an association to a location may be provided by Aboriginal or non-Aboriginal people, by a community organisation, or be contained in text or literature references, and can be recorded information about places with historical or significant contemporary associations with Aboriginal people. Oral history accounts can be sources of information about Aboriginal non-archaeological places.

Aboriginal Artefact Scatters: Artefact scatters are the material remains of past Aboriginal people's activities. Scatter sites usually contain stone artefacts, but other material such as charcoal, animal bone, shell and ochre may also be present. Artefact scatters may vary over the ground surface from one square metre to one hectare, and contain few or thousands of artefacts. Artefacts often are chipped stone artefacts and occasionally, animal bone, shell, charcoal, hearth stones, clay balls and ochre.

Low Density Artefact Distributions A Low Density Artefact Distribution (LDAD) is the occurrence of stone artefacts at densities of up to 10 counted artefacts in any area of approximately 10m x 10m, or 100m², including within a single test pit of ≤1m². As a distribution, the LDAD does not have an 'extent' but each individual artefact is accorded an area of Aboriginal cultural heritage sensitivity.

Aboriginal Earth Features: Aboriginal mounds are places generally located on higher ground near waterways, lakes, dunes and swamps, where Aboriginal people lived over long periods of time. Mounds often contain charcoal, burnt clay or stone heat retainers from cooking ovens, animal bones, shells, stone tools and, sometimes, Aboriginal burials.

Aboriginal Scarred Trees: Aboriginal scarred trees are the result of people marking or removing bark from a tree for a wide range of uses. Scarring exposes the sapwood on the trunk or branch of a tree, with the tree healing over a period of time, generally leaving a prominent scar. Mature trees with scars are located across Victoria, and more commonly are present on box and red gum eucalypts that occur along the margins of rivers, lakes and floodplains.

Aboriginal Shell Middens: Freshwater shell middens are accumulations of shell produced by Aboriginal people collecting, cooking and eating freshwater shellfish. Middens usually occur as fairly thin layers or small patches of shell, with freshwater mussel varieties of *Velesunio ambiguus* and river mussel, *Alathyria jacksoni*. Shell middens are found along river and creek banks, floodplains, swamps and lakes and in some sand dunes, and may represent a single meal or many hundreds at the same locations over long periods of time. The remains of meals such as charcoal, ash, fire-stones, burnt earth or burnt clay, animal and fish bones, stone tools and Aboriginal burials may be present in shell middens.

Aboriginal Quarries: Aboriginal quarries are places where Aboriginal people visited rocky outcrops and naturally occurring stone sources that were suitable to obtain material to manufacture chipped or ground stone tools for many different purposes. Quarries vary greatly in size and represent valuable sources of stone material that could be traded throughout country and more widely across Australia. Favoured stone sources for tool making are greenstone, silcrete, quartz, quartzite, basalt and chert. Pigments used in ceremony, decoration and in rock art were made from quarried ochre, and grinding tools were made from sandstone.

Aboriginal Stone Features: Axe-grinding grooves are oval-shaped indentations that mainly occur in sandstone outcrops in Victoria, with some known to occur on granite rocks. Aboriginal people prepared ground edged stone tools by using the base sandstone rock to grind and shape the tools which left distinctive grooves in the sandstone. Favoured grinding places can be found generally near a water source on flat, low outcrops of fine-grained sandstone.

Aboriginal Historical Places: An Aboriginal historical place is a location that is important because of its associations with, and cultural significance to, Aboriginal people. Aboriginal historical places include building foundations, sites of historical events, such as massacres, and may have no extant archaeological evidence remaining. Examples of such places are locations where Aboriginal people have lived and worked, missions, protectorate stations and ration supply depots, places or monuments linked to Aboriginal self-determination, meeting places where people carried out traditional practices, and places linked with significant individuals.

4.6 Previous archaeological work in the geographic region

A review of reports and published works about Aboriginal cultural heritage in the geographic region referred to in **Section 4.2** is used to provide relevant information to determine if there is any relationship between Aboriginal cultural heritage places, strategic values, geology, landforms and soil profiles. These investigations may provide insight into Aboriginal cultural heritage place patterning. This evidence informs directly on the desktop site model presented in **Section 4.10**. A search of the Victorian Aboriginal Heritage Register (VAHR) showed that there have been eighteen (18) previous archaeological works in the defined geographic region. Only reports most relevant to this CHMP are discussed in detail below.

Regional studies have focused on identifying aspects of Aboriginal cultural traditions and associations in the region such as the North East RFA Management System (Buckley & Hughes, 2000) which primarily deals with the mountain regions, and the former Land Conservation Council North East Study Area (Zobel 1984) which describes Aboriginal occupation, tribal groupings and settlement patterns in the broader region. Four (4) other CHMPs have been conducted within 10km of the activity area.

CHMP No. 10527: Bell and Edwards (2011) developed a CHMP for a proposed subdivision at Kirbys Flat Road, Yackandandah. The standard assessment identified no Aboriginal cultural heritage. No areas of potential cultural heritage material were identified, and a complex assessment was not recommended.

CHMP No. 11360: Bell and Edwards (2010) developed a CHMP for a subdivision at Bells Flat Road in Yackandandah. The standard assessment identified no Aboriginal cultural heritage. Due to the disturbed nature of the activity area, a complex assessment was not recommended.

CHMP No. 11850: Edwards and Bell (2011) Developed a CHMP for a subdivision at Racecourse Road in Yackandandah. The standard assessment identified no Aboriginal cultural heritage. No areas of potential cultural heritage material were identified, and a complex assessment was not recommended.

CHMP No. 15121: Edwards and Aitchison (2017) developed a CHMP for a road infrastructure project on Beechworth-Wodonga Road in Wooragee. While no Aboriginal places were identified during the standard assessment, three areas of archaeological potential were identified (rises in the landscape overlooking watercourses). A complex assessment was undertaken – no Aboriginal cultural heritage was identified.

4.7 Oral history

No oral history information was collected during the desktop assessment.

4.8 Obstacles encountered in completing the desktop assessment

No obstacles were encountered in completing the desktop assessment.

4.9 Site prediction model

Generally speaking, Aboriginal places would be expected to be situated close to either an ephemeral or permanent water source, providing adequate shelter from the elements and rising floodwaters, and have access to a food source. Additionally, for Aboriginal places to remain in these situations through time, the landscape will not have sustained significant ground disturbance activities.

The results of the desktop assessment indicate that the Activity area comprises a hill slope/low hills landform, leading down to Marcus Creek.

Search of the VAHR database for registered Aboriginal Places within the defined Geographic Region (**Map 3**), suggest that scarred trees and artefact scatters are the Aboriginal place types most likely to be found in the predominant landforms within the geographic region. Previous archaeological investigations indicate that artefact scatters are most likely to be found on hills or spurs leading onto watercourses while scarred trees are most likely to be encountered on floodplains or river terraces.

Historic plans and aerial mapping indicate the clearance of native vegetation and pastoral and agricultural use of the activity area since settlement by Europeans in the 1840s. The clearance of native vegetation disturbs and turns over at least the upper 250mm of deposit. While these issues are negligible when looking at scarred trees, they can be enormous constraints to locating scatters of stone artefacts and other cultural features.

The depth at which cultural heritage may be buried will depend on the depth to which the disturbance from the clearance of native vegetation has occurred and the degree of slope wash on the lower slopes (colluvium).

Ethnographic evidence suggests that the Yackandandah region was occupied by Aboriginal people up until the 1860s. The most common Aboriginal place types in the geographic region are scarred trees and artefact scatters, primarily comprising quartz flakes and tools.

4.10 Conclusions from the Desktop Assessment

The desktop assessment has demonstrated that:

- There are no (zero) previously registered places within the Activity area;
- There are statutory areas of cultural heritage sensitivity within the activity area, being land within 200m of a named waterway (Marcus Creek);
- Areas of Aboriginal cultural sensitivity within the geographic region have been deemed as proximity to fresh water and hills or spurs leading onto watercourses; and
- There were twenty-one (21) previously recorded Aboriginal places within the defined Geographic Region (**Map 3**) of which artefact scatters (n=5) and scarred trees (n=1) are deemed (statistically at least) the most likely Aboriginal Place to be found within the Activity area.
- While the activity area has been subject to some disturbance, its proximity to Marcus Creek suggests that it is possible that Aboriginal cultural heritage may be found in the Activity area.
- A Standard assessment was required to further investigate the potential for Aboriginal cultural heritage to be located within the Activity area.

5 Standard Assessment

The results of the desktop assessment indicated that a Standard Assessment was required to further investigate the potential for Aboriginal cultural heritage to be located within the Activity area. The specific aims of the survey are to identify and investigate the following:

- Previously registered places, if any;
- All areas of high ground surface visibility for targeted detailed surface inspection;
- Ground disturbance;
- Any surface or obtrusive cultural heritage places, if present;
- Areas of cultural heritage sensitivity;
- Landform patterns and elements;
- Areas of proposed activities that would result in significant ground disturbance; and
- Test the site prediction model generated by the desktop assessment.

5.1 Methodology

The pedestrian survey was conducted in a systematic manner and in accordance with proper archaeological practice. All areas were examined to determine areas of good ground surface visibility and/or high potential archaeological sensitivity for Aboriginal cultural material. The systematic pedestrian survey examined all areas, landform patterns, elements and attributes. The fieldwork participants (**Section 5.2**) were spaced at approximately 5m apart during the survey and the entire activity area was surveyed.

Detailed notes were taken, including description of landform elements, ground surface visibility, ground disturbance, vegetation, water sources and potential Aboriginal cultural heritage sensitivity (Burke & Smith 2004). The standard assessment was recorded using recording forms to note features and disturbance within the Activity area. The location of the features and disturbance were recorded using a dGPS. Photographs of the Activity area were also taken using a digital camera.

5.2 Fieldwork participants

The Standard Assessment was undertaken on 21st February 2018 by Damian Wall (Heritage Advisor, Red-Gum Environmental Consulting) and Allan Murray (DLTCI).

5.3 Oral history

No oral history information was provided during the Standard Assessment.

5.4 Obstacles encountered in completing the Standard Assessment

There were no obstacles encountered during the Standard Assessment.

5.5 Ground Surface Visibility, Survey Areas and Effective Survey Coverage

Archaeological visibility refers to the amount of ground surface that is clearly visible for inspection. The greater the ground surface visibility, the more effective are surface surveys. Examples of high surface visibility are vehicular & pedestrian tracks, dune blow outs (100% per m^2); and examples of poor visibility are areas of heavy vegetation cover (0-10% per m^2) (Murphy & Thomson 2016).

Unfortunately, it is often the case that highly visible Aboriginal cultural heritage places are also often highly disturbed. High ground surface visibility (GSV) is therefore often related to the amount of disturbance that has occurred. This disturbance may be manmade (such as drainage lines, vehicle tracks), by stock (overgrazing, tracks), or due to natural processes (erosion by wind or water). The level of GSV is typically assessed as follows:

%	0%	0 – 10%	10 – 30%	30 – 50%	50 – 70%	70 – 90%	90 – 100%
Rating	No visible ground surface	Very poor	Poor	Fair	Good	Very good	Excellent

5.6 Results of the Standard Assessment`

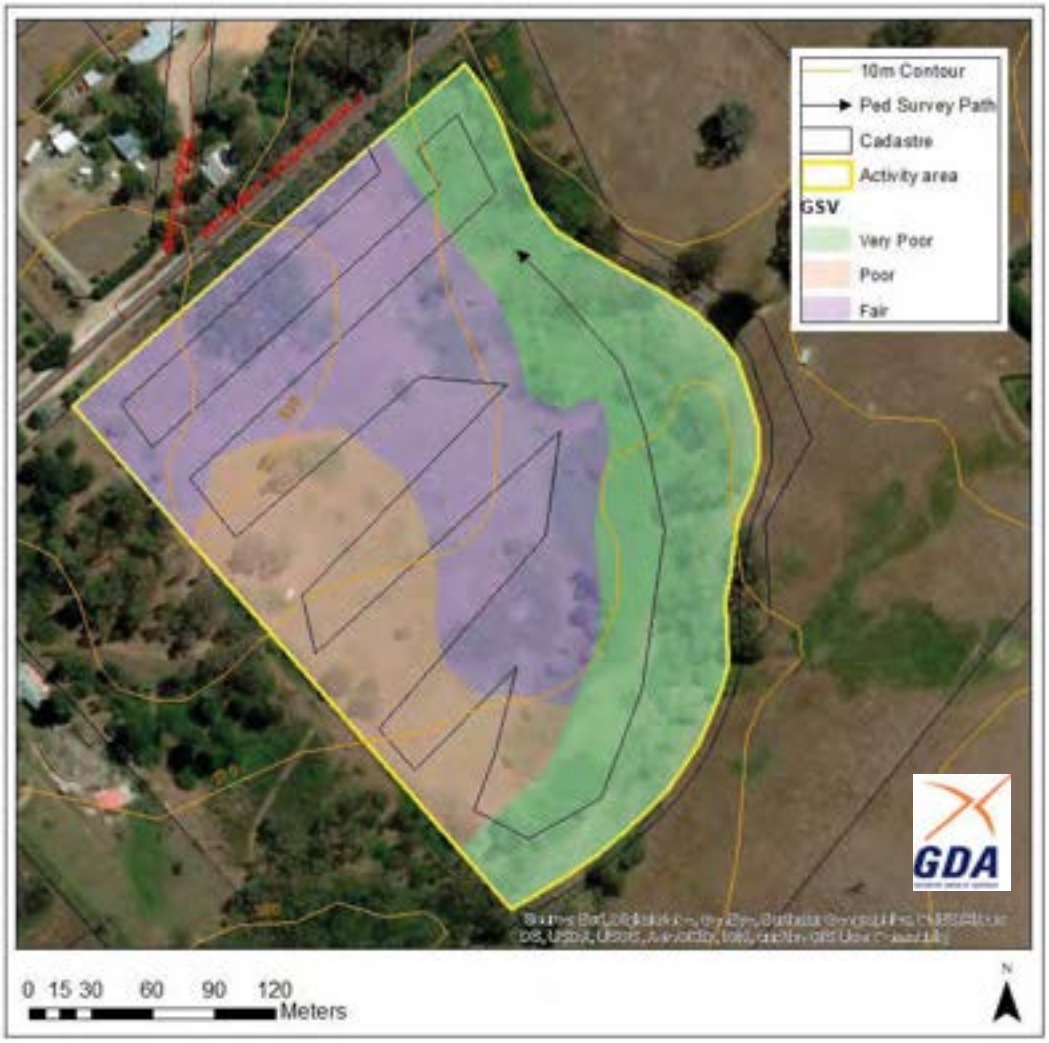
The land has been subject to varying levels of disturbance, including vegetation removal, minor erosion control earthworks, house building and cattle grazing (**Appendix 4**). Ground surface was not visible at all along Marcus Creek due to vegetation cover (0%), and poor to fair (10-50%) across the rest of the Activity area (**Map 5**).

Marcus Creek is heavily infested with Blackberry and assorted woody weeds making inspection of the landform impossible. The creek itself shows evidence of past disturbance not dissimilar to sluice mining cuts in both banks rising to midslopes on both side of the creek. No mining history could be identified during the Desk-top assessment however.

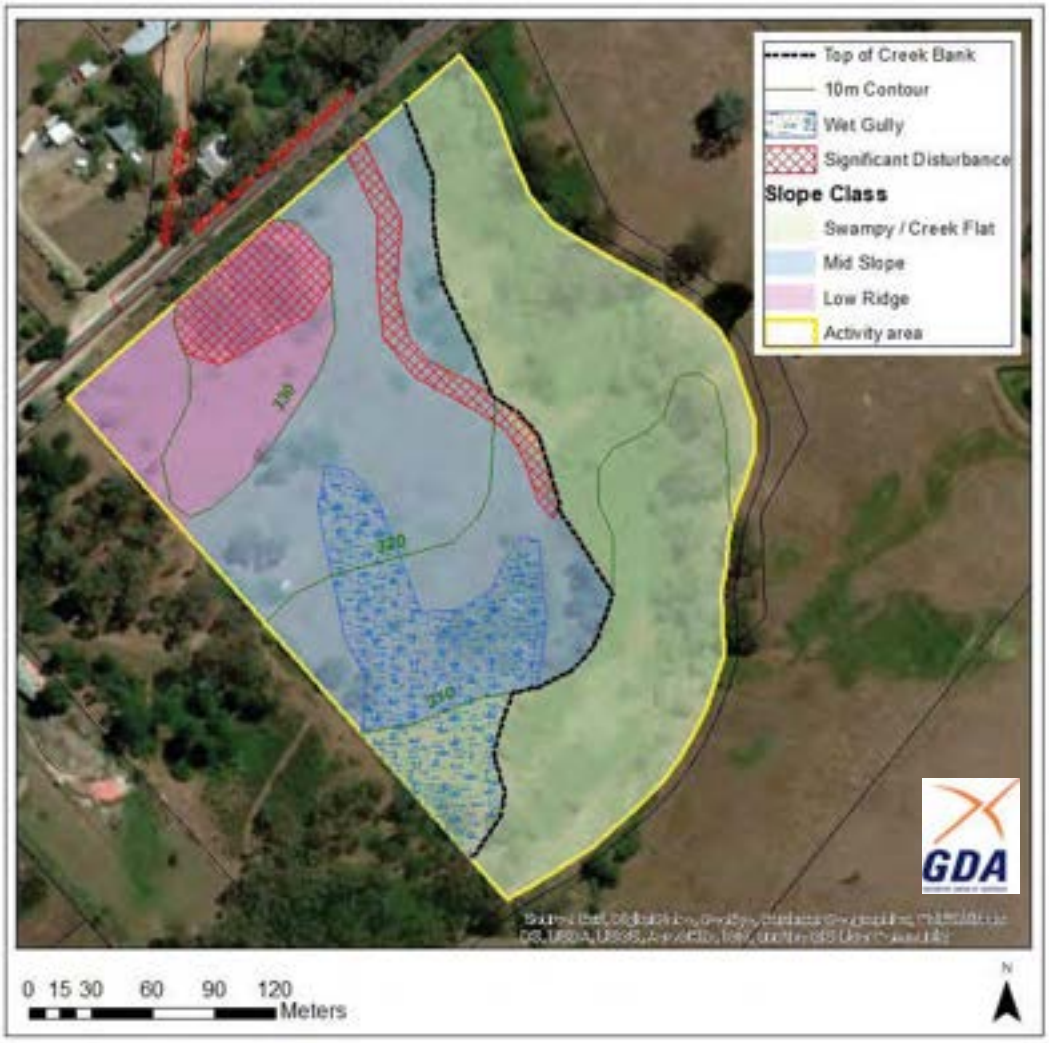
Three distinct landforms or terraces were identified on site (**Map 6**). The lower slope is swampy and includes all the Marcus Creek environs. The mid-slope terrace has a southerly aspect falling to Marcus Creek in a 1V:5H gradient on average and the Ridge / Upper terrace zone increases in gradient to 1V:3H on average. Areas of Significant Disturbance were identified in all three zones, consisting of contour grading, minor earthworks associated with tree removal and a previous house site on the ridge adjacent to Yackandandah-Wodonga Road.

Some remnant native trees exist along Marcus Creek however they were not >80 years. Each tree was assessed for cultural scarring – no scarring was detected. There were also no rock shelters or caves within 200m of the Activity area (largely a hill-slope ranging to low hills landform).

No Aboriginal cultural heritage was found during the Standard Assessment.



Map 5: Ground Surface Visibility and the pedestrian survey route in the Activity area. Scale: 1:2,500. Source: Google Earth, GDA94 MGA Zone 55



Map 6: Slope Classes and Landforms inspected within the Activity area. . Scale: 1:2,500. Source: Google Earth, GDA94 MGA Zone 55

5.7 Areas likely to contain Aboriginal cultural heritage & Aboriginal cultural heritage scientific sensitivity model

The results of the standard assessment have been used to refine the Desktop Assessment Aboriginal cultural heritage prediction model (**Section 4.9**). The Activity area is an undulating landform, sloping south, downhill to Marcus Creek, and comprises three distinct low hill slope classes; Swampy / Low Slopes, Mid Slopes & Low ridge.

Within the broader region, Aboriginal cultural heritage is characterised by low density stone artefact scatters in both surface and subsurface contexts, commonly situated on elevated land in proximity to water sources such as former swamps, wetlands and creeks. Based on the results of the Standard assessment, the following predictive statements were made:

- The Activity area is located on the mid slopes and low hills landform and lies in proximity to Marcus Creek which may have been an important source of resources for Aboriginal people;
- Aboriginal cultural heritage in the form of stone artefact scatters may occur across the mid slopes or top of rise (elevated position over water) within the CHMP study area;
- Aboriginal cultural material, if present, is unlikely to be in situ due to past land use practices (i.e. agricultural practices, house construction, installation of utilities); and,
- The majority of the CHMP study area has been subject to vegetation clearing therefore there is low potential for mature native indigenous trees with evidence of cultural scarring to be present.

5.8 Conclusions from the Standard Assessment

The standard assessment has demonstrated that in relation to the Activity area:

- No (zero) Aboriginal places were identified during the Standard Assessment;
- Ground surface visibility encountered was very poor to fair (0% - 50%) in most of the sections assessed (**Map 5**);
- No scar age (>100 years) trees were present within the Activity area, and no cultural scarring was detected on native trees directly adjacent to the Activity area;
- There were no rock shelters or caves within 200m of the Activity area (low hills ranging to creek line environment);
- The Activity area contains three distinct Slope classes and two (2) of which (Mid slope and Low Ridge classes) above Marcus Creek may potentially contain Aboriginal cultural heritage;
- Therefore, a Complex assessment was recommended.

6 Complex Assessment

The Complex Assessment was conducted on the 28th and 30th May 2018. There were no obstacles hindering the assessment, the weather was sunny, and the ground conditions were sufficient for excavation.

6.1 Aims of the Subsurface Testing

The aims of subsurface testing were:

- To test the site prediction model generated for the Activity area;
- To determine the stratigraphy and general subsurface nature of the Activity area;
- To determine the nature and extent of disturbance within the Activity area;
- To determine the presence or absence of Aboriginal cultural heritage.

6.2 Fieldwork Participants

The Complex Assessment was conducted on the 28th May 2018 by Damian Wall (Heritage Advisor, Red-Gum Environmental Consulting), and Phil Murray (DLTCI); and on the 30th May 2018 by Damian Wall (Heritage Advisor, Red-Gum Environmental Consulting), Andrew Bell, (Field Assistant, Red-Gum Environmental Consulting) and Valda Murray (DLTCI).

6.3 Fieldwork Supervisor

All fieldwork was supervised by Damian Wall (Heritage Advisor), who is suitably qualified to supervise the excavations (**Appendix 3**).

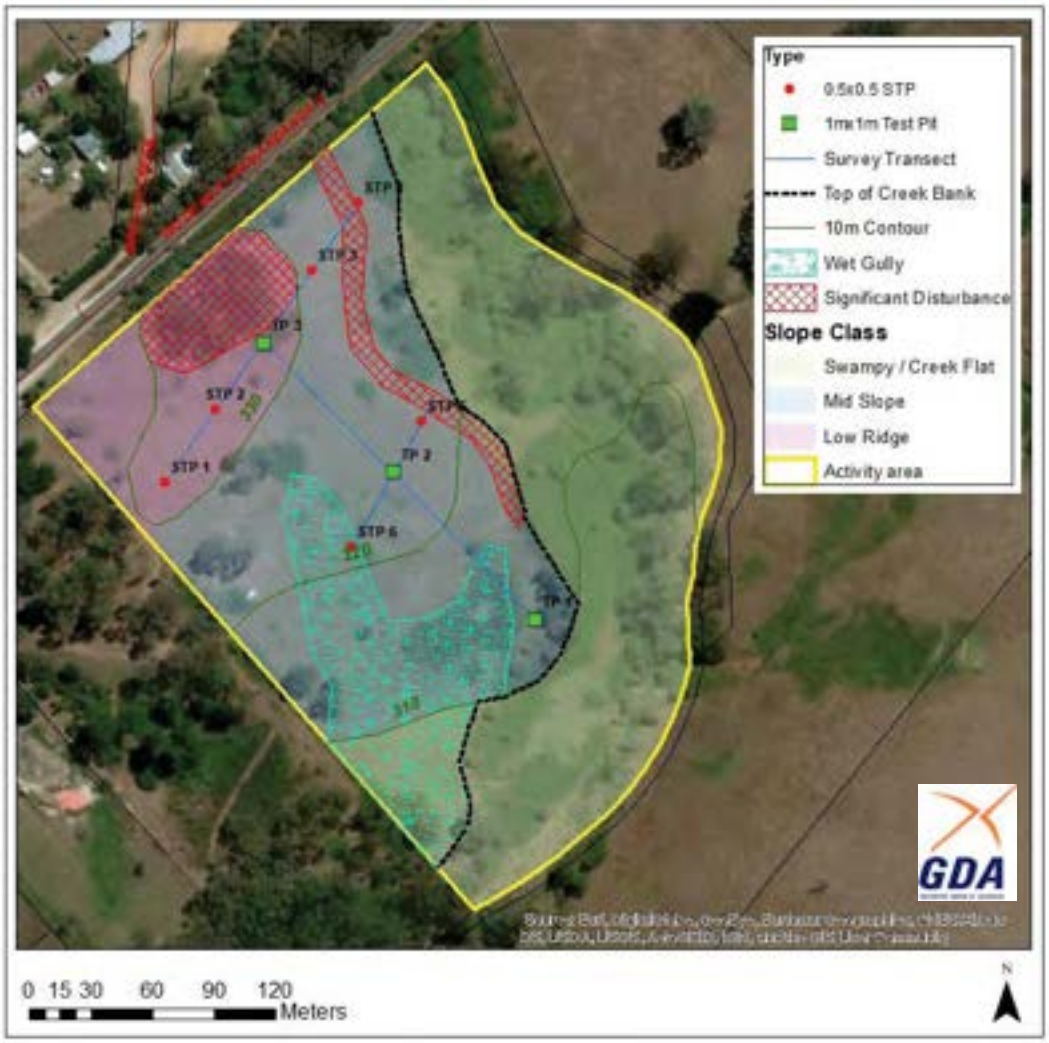
6.4 Methodology

The aims were fulfilled by controlled excavation of test pits which methodically sampled the Activity area. All test pits were controlled hand excavations and comprised three (3) 1m x 1m test pit and six (6) 0.5m x 0.5m test pits. The methodology was discussed and approved by DLTCI prior to fieldwork commencement.

Excavations were conducted by hand and recorded in 5-10cm arbitrary layers and stratigraphic units. Hand tools including long-handled spades, hand spades, trowels and brushes were used where appropriate. All hand tools were used in a controlled manner removing sediments in thin layers, keeping sections at 90° at all times. All excavated soil was hand sieved through 5mm mesh. If the material could not pass through the mesh it was broken up by hand and examined.

Spoil heaps and sieving areas were kept at a reasonable distance from the testing area. All test pits were excavated to underlying sterile sediment (B Horizon) to ensure that all possible soil horizons with the potential for Aboriginal cultural material were assessed.

Test pits were recorded by a surveyor using GDA94 MGA coordinates and marked onto an Activity area plan. Detailed notes were recorded for each test pit including stratigraphy, sediment descriptions, Munsell colour, disturbance, and presence (or absence) of archaeological materials. Photos were taken of each excavation including detailed views of stratigraphic profiles using standard range poles. **Map 7** shows the location of all test pits excavated within the Activity area.



Map 7: Excavated Test Pits in the Activity area. Scale: 1:2,500. GDA94 MGA Zone 55.

6.5 The Stratigraphy and General Subsurface Nature of the Activity Area

Test Pit 1 (**Photo 1, Figure 4**) Test Pit 2 (**Photo 2, Figure 5**), and Test Pit 3 (**Photo 3, Figure 6**) illustrate the stratigraphy and general subsurface nature of the activity area. The test pits were excavated in areas chosen by the survey team as the most sensitive area which exhibited *the least* amount of surface disturbance on each identified landforms: the creek terrace on the lower slope (Test Pit 1), the mid-slope (Test Pit 2), and the upper terrace (Test Pit 3).

On the creek terrace, Test Pit 1 showed a shallow topsoil of reddish brown granitic loam over a yellowish red clay-loam before terminating in red clay at 200mm. Test Pit 2 (on the mid-slope) showed a topsoil of brown granitic loam over a disturbed layer of dark brown granitic loam containing rocks, terminating in a similarly disturbed red clay layer at 200mm.

Test Pit 3 (on the upper terrace) showed the same reddish brown granitic loam topsoil as the first two test pits, over a reddish brown granitic sand layer, terminating in dark red clay at 200mm. Pieces of glass were found throughout the stratigraphy. Overall, the site comprises relatively shallow soils of granitic loam and sand over a red clay sterile layer, with subsurface disturbance apparent in mid-slope and upper terrace.

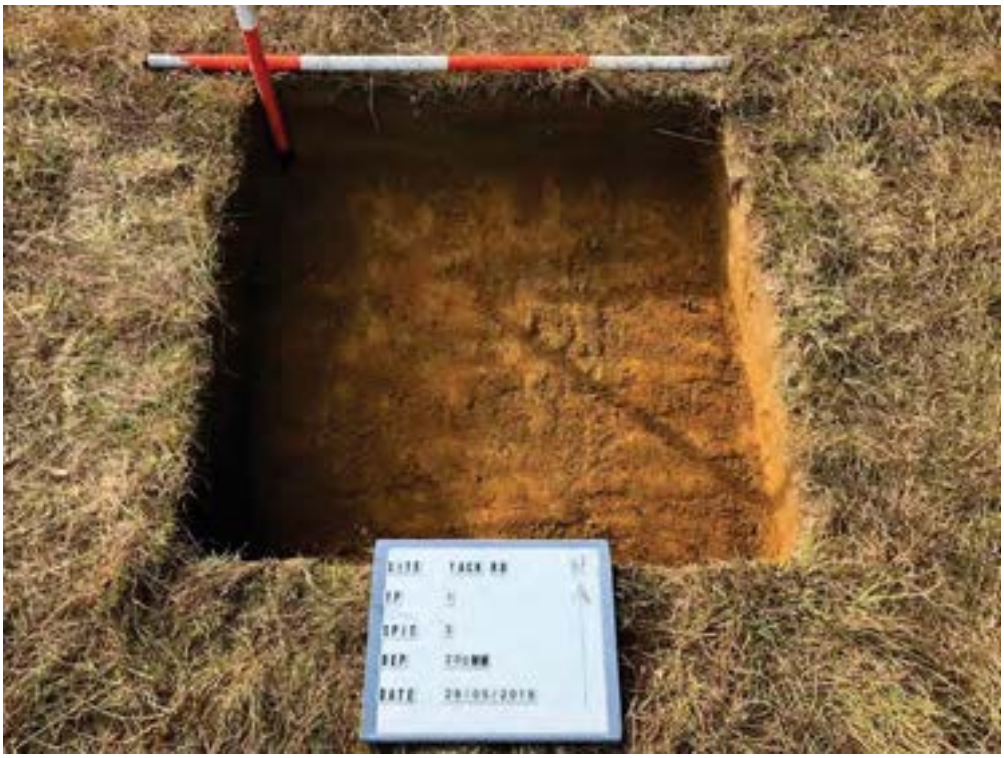


Photo 1: 1m x 1m Test Pit 1 – Spit 2, north orientation. Photo: Damian Wall (28/5/18)

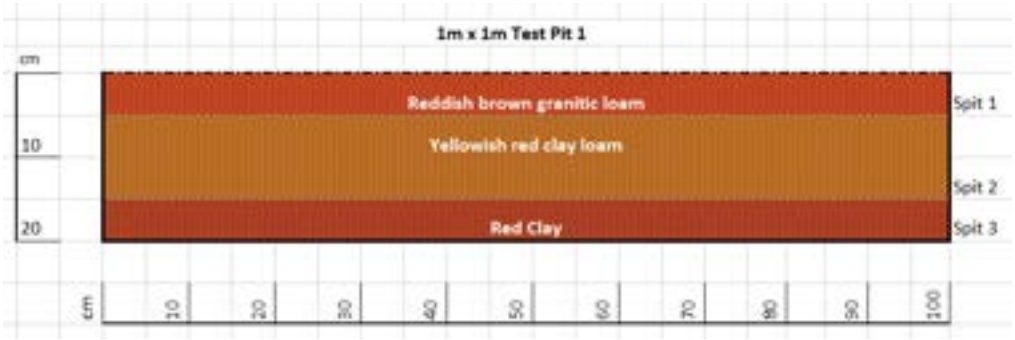


Figure 4: Stratigraphy of representative landform (TP1).



Photo 2: 1m x 1m Test Pit 2 – Spit 2, north orientation. Photo: Damian Wall (28/5/18)

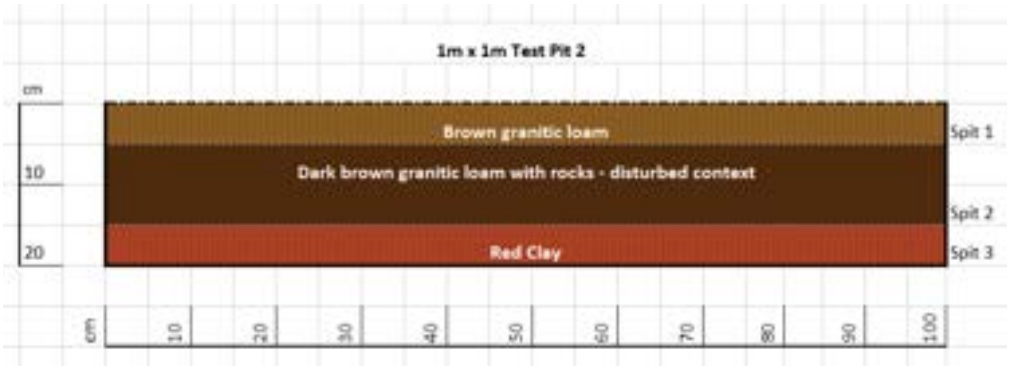


Figure 5: Stratigraphy of representative landform (TP2)



Photo 3: 1m x 1m Test Pit 3 – Spit 2, north orientation. Photo: Damian Wall (30/5/18)

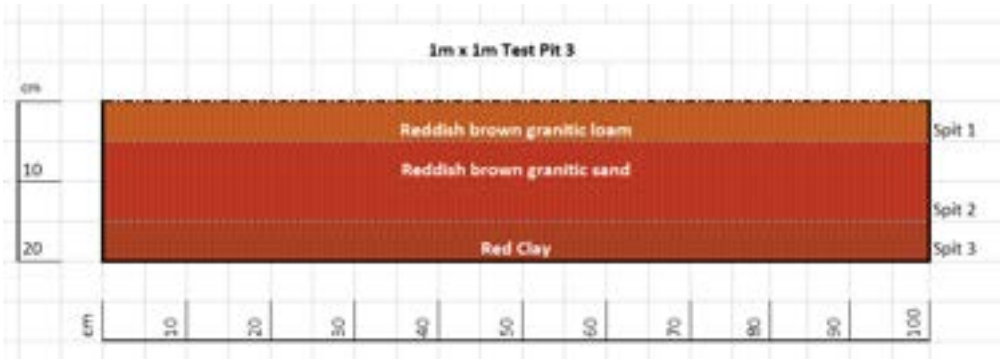


Figure 6: Stratigraphy of representative landform (TP3)

6.6 Results

6.6.1 Test Pit 1 (1 x 1m) excavation summary

Excavation of a 1m x 1m pit was undertaken by hand at an agreed location on the creek terrace identified by the survey team (**Section 6.4**). No Aboriginal cultural material was recovered. The test pit showed a layer of granitic loam over clay-loam deposit, terminating in red clay (**Table 2**).

Table 2: 1m x 1m Test Pit 1 - Excavation Summary

Spit	Depth (mm)	Soil Type	Munsell No.	Artefacts (Y/N)	Comments
Spit 1	0-50	Reddish brown granitic loam	5YR 5/3	N	Topsoil
Spit 2	50-150	Yellowish red clay loam	5YR 5/6	N	
Spit 3	150-200	Red clay	5YR 4.6	N	

6.6.2 Test Pit 2 (1 x 1m) excavation summary

Excavation of a 1m x 1m pit was undertaken by hand at an agreed location on the mid-slope terrace identified by the survey team (**Section 6.4**). No Aboriginal cultural material was recovered. The test pit showed a disturbed granitic loam deposit over red clay (**Table 3**).

Table 3: 1m x 1m Test Pit 1 - Excavation Summary

Spit	Depth (mm)	Soil Type	Munsell No.	Artefacts (Y/N)	Comments
Spit 1	0-50	Brown granitic loam	7.5YR 4/4	N	Topsoil
Spit 2	50-150	Dark brown granitic loam	7.5YR ¾	N	Rock inclusions, disturbed context
Spit 3	150-200	Red clay	5YR 4/6	N	

6.6.3 Test pit 3 (1 x 1m) excavation summary

Excavation of a 1m x 1m pit was undertaken by hand at an agreed location on the upper terrace identified by the survey team (**Section 6.4**). No Aboriginal cultural material was recovered. The test pit showed a granitic sand deposit with glass fragment inclusions over red clay, terminating in red clay (**Table 2**).

Table 4: 1m x 1m Test Pit 3 - Excavation Summary

Spit	Depth (mm)	Soil Type	Munsell No.	Artefacts (Y/N)	Comments
Spit 1	0-50	Reddish brown granitic loam	5YR 5/3	N	Topsoil, modern glass fragments
Spit 2	50-150	Yellowish red clay loam	5YR 5/6	N	Modern glass fragments
Spit 3	150-200	Red clay	5YR 4.6	N	

6.6.4 Shovel test pit summary

The complex assessment saw the excavation of six (6) shovel test pits (STPs) (**Map 6**). The STPs demonstrated that the stratigraphy of the soil was mostly shallow sand and loam deposits over a sterile clay layer. All shovel probes were excavated to a depth between 100mm and 300mm depending on depth to sterile layer, which was typically clay (**Table 5**).

Table 5: Shovel test pit - Excavation Summary (GDA94 MGA, Zone 55)

STP	Easting[1]	Northing	Depth (mm)	Soil Type	Artefacts
STP01	486839.92	5982302.15	300	0-50mm: Reddish brown granitic loam; 50-200mm: Reddish brown granitic sand; 200-300mm: Dark red clay.	N
STP02	486868.96	5982344.50	200	0-50mm: Reddish brown granitic loam; 50-150mm: Reddish brown granitic sand; 150-200mm: Dark red clay.	N
STP03	486911.72	5982405.38	100	0-50mm: dark to strong brown sandy loam with increasing small rock content; 50-100mm: increasingly rocky, clay at base.	N
STP04	486934.43	5982438.21	250	0-50mm: Reddish brown granitic loam; 50-150mm: Reddish brown granitic sand; 150-250mm: Dark red clay.	N
STP05	486970.52	5982340.40	250	0-50mm: brown granitic loam; 50-200mm: dark brown granitic loam with rocks; 200-250mm: red clay with rocks (disturbed context).	N
STP06	486930.78	5982269.89	250	0-50mm: Dark brown loam; 50-100mm: dark yellow-brown loam; 100-250mm: brownish yellow clay.	N

[1] Easting and northing of the centre of the pit

6.7 Obstacles

No obstacles were encountered during the complex assessment.

6.8 Conclusions from the Subsurface Testing

The complex assessment concluded:

- No (zero) new Aboriginal cultural heritage places were recorded throughout the Activity area;
- Six (6) Shovel test probes and three (3) 1m x 1m Test Pits were established across the Activity area which typically revelaed relatively shallow soils of granitic loam and sand over a red clay sterile layer, with subsurface disturbance apparent in mid-slope and upper terrace.
- The Activity area has been subject to varying levels of disturbance which continues in the form of agricultural pursuits and development interests.
- No post-contact historic cultural heritage was found during the complex assessment.

7 Impact assessment – Section 61 matters

In accordance with the Aboriginal Heritage Act 2006 and the Aboriginal Heritage Regulations 2007, an assessment must be made as to whether the proposed activity will be conducted in a way that avoids harm to Aboriginal cultural heritage, or be conducted in a way that minimises harm to Aboriginal cultural heritage.

The purpose of the Act is to provide for the protection of Aboriginal cultural heritage in Victoria. In the first instance, harm to Aboriginal cultural heritage should be avoided. This may be achieved through appropriate management strategies (or specific measures) in relation to the Aboriginal places and the activity, the use of protective fencing during construction or restricting access, in addition to cultural awareness training for contractors. In the second instance, harm to Aboriginal cultural heritage must be minimised. This may be achieved through re-aligning infrastructure, locating public open space areas over cultural values (if appropriate) or using less invasive construction methods. The final resort is the salvage of cultural heritage where appropriate.

This mandatory CHMP has been prepared for the development of Allot. 1 Sec. F Township of Yackandandah (**Map 1**). Desktop, standard and complex assessments were undertaken in order to investigate the nature and extent of the Aboriginal cultural heritage values of the Activity area and to mitigate the risks to these Aboriginal places through appropriate management strategies.

No Aboriginal cultural heritage was identified in the Activity area.

No areas of Aboriginal cultural heritage sensitivity were identified during the survey.

No known Aboriginal cultural heritage will be impacted by the activity.

Part 2. Cultural Heritage Management Conditions

These Management Conditions become compliance requirements once the CHMP is approved.

8 Cultural Heritage Management Measures

The Aboriginal Heritage Act 2006 requires a CHMP to set out Management Measures to be taken before, during and after the activity. Aboriginal cultural heritage was identified during the Complex Assessment and the following management measures are to be followed.

General Management Conditions

Management Condition 1: *Construction Management*

- All works are to be restricted to the Activity area described (**Map 1**), including all ancillary works areas, construction equipment, parking, access roads and spoil heaps.
- A set of Aboriginal Victoria mini-posters (**Appendix 7**) is to be obtained and kept in the site construction office.
- A copy of the approved CHMP must be held onsite during construction.
- Clear chain of command must be established for site personnel to report identification of Aboriginal Cultural Heritage to the Sponsor, their representative and a Heritage Advisor.
- If any in situ Aboriginal cultural material is discovered during the construction, the provisions outlined in the Contingency Plans presented in **Section 9** must be followed.

9 Cultural Heritage Contingency Plans

In the event that Aboriginal cultural heritage is found during the conduct of the activity, contingency measures are set out below. The contingency measures set out the sponsor's requirements in the event that Aboriginal cultural heritage is identified during the conduct of the activity.

9.1 Management of Aboriginal Cultural Heritage found during the Activity

In the event that new Aboriginal cultural heritage is found during the conduct of the activity then the following must occur:

- The person who discovers Aboriginal cultural heritage during the activity will immediately notify the person in charge of the activity;
- The person in charge of the activity must then suspend any relevant works at the location of the discovery and within 20m of the relevant place extent;
- In order to prevent any further disturbance, the location will be isolated by safety webbing or an equivalent barrier and works may recommence outside the area of exclusion;
- The person in charge of the activity must contact the Heritage Advisor within 24hrs;
- Within a period not exceeding 7 working days a decision/ recommendation will be made by the Heritage Advisor in consultation with the relevant Traditional Owner Group(s) and the sponsor as to the process to be followed to manage the Aboriginal cultural heritage in a culturally appropriate manner, and how to proceed with the works;
- Options for management may include:
    - If the Aboriginal cultural heritage is considered to be an isolated or dispersed scatter of stone artefacts (less than 10 artefacts in a 10m x 10m area) in a disturbed context (not in situ), once recorded, no further management is required;
    - In the event that other Aboriginal cultural heritage is identified (stratified shell midden deposits, discrete hearths, high density artefact scatter):
        - The cultural heritage must be recorded in detail;
        - A meeting must then be convened to discuss strategies for avoiding further harm to the cultural heritage and if not possible, minimising harm to the cultural heritage. As a last resort, the Aboriginal cultural heritage will need to be salvaged;
        - An appropriate salvage methodology will be developed by the Heritage Advisor in consultation with the relevant Traditional Owner Group(s), based on the type of Aboriginal cultural heritage uncovered;
        - The salvage excavations must be implemented by a suitably qualified archaeologist; and
        - A report on the salvage excavations must be prepared and submitted to Aboriginal Victoria (AV) within 6 months of completion of the salvage excavations.
    - A separate contingency plan has been developed in the event that suspected human remains are discovered during the conduct of the activity (**Section 9.6**).

9.2 Contingency for changes to conduct of the activity

If any proposed changes to an activity require a statutory authorisation (for example, an amendment to the planning permit application) the Sponsor must determine if a new CHMP is required or if an amendment is warranted. The Sponsor must refer any proposed changes to the activity, including proposed changes that require works outside of the activity area, to a Heritage Advisor for guidance on cultural heritage conditions.

9.3 Protocols for handling sensitive information

In the event that Aboriginal cultural material is identified during the conduct of the activity, the heritage advisor must ensure that any investigations undertaken in relation to the cultural heritage are carried out in a culturally-sensitive manner, which may include limiting access to the cultural heritage during investigations and further advising the sponsor / contractors /employees of their obligations in relation to the culturally-sensitive nature of the heritage and their obligations in relation to the Act.

9.4 Notification of the Discovery of Aboriginal cultural heritage during the carrying out of the Activity

Where Aboriginal cultural heritage is found during the activity, the Heritage Advisor must take the lead role in investigating, reporting, and facilitating an appropriate outcome on behalf of the sponsor.

Where Aboriginal cultural heritage is found during the activity, Victorian Aboriginal Heritage Register (VAHR) forms must be completed and submitted to AV (reporting the discovery to the Secretary).

9.5 Custody and Management of Aboriginal cultural heritage found during the carrying out of the Activity

In the event that Aboriginal cultural heritage is recovered or salvaged from the activity area, the cultural heritage must be:

1. Catalogued;
2. Labelled and packaged with reference to provenance; and
3. Storage arranged for the cultural heritage in consultation with the relevant Traditional Owner Group(s) in a secure location together with copies of the catalogue and assessment documentation.

The Heritage Advisor can do this on behalf of the sponsor. Custody of Aboriginal cultural heritage discovered during or after an activity must comply with the requirements established by the Aboriginal Heritage Act 2006 and be assigned according to the following order of priority, as appropriate:

- Any relevant RAP that is registered for the land from which the Aboriginal heritage is salvaged;
- Any relevant registered native title holder for the land from which the Aboriginal heritage is salvaged;
- Any relevant native title party (as defined in the Aboriginal Heritage Act 2006 for the land from which the Aboriginal heritage is salvaged;
- Any relevant Aboriginal person or persons with traditional or familial links with the land from which the Aboriginal heritage is salvaged;
- Any relevant Aboriginal body or organisation which has historical or contemporary interests in

Aboriginal heritage relating to the land which the Aboriginal heritage is salvaged;

- The owner of the land from which the Aboriginal heritage is salvaged;
- The Museum of Victoria.

9.6 Removal and Curation of Aboriginal cultural heritage found during the carrying out of the Activity

In the event that the relevant custodian does not have the capacity to curate any Aboriginal cultural heritage identified during the carrying out of the activity, the heritage advisor must identify alternative arrangements for the curation of the cultural heritage prior to the salvage commencing. Therefore, in this instance, it is the responsibility of the sponsor to assume the responsibility of ensuring cultural heritage is managed in accordance with the requirements set out in Section 9.4 of this plan.

9.7 Notification of the Discovery of Skeletal Remains during the carrying out of the Activity

1. Discovery:

- If suspected human remains are discovered, all activity in the vicinity must stop to ensure minimal damage is caused to the remains,
- The remains must be left in place, and protected from harm or damage; and
- Do not contact the media.

2. Notification:

- Once suspected human skeletal remains have been found, Victoria Police (use the local number) and the Coroner's Office (1300 309 519) must be notified immediately;
- If there are reasonable grounds to believe that the remains are Aboriginal, the Coronial Admissions and Enquiries hotline must be contacted on 1300 888 544; and
- All details of the location and nature of the human remains must be provided to the relevant authorities.
- If it is confirmed by these authorities that the discovered remains are Aboriginal ancestral remains, the person responsible for the activity must report the existence of the ancestral remains to the Victorian Aboriginal Heritage Council (Council) in accordance with s.17 of the Act.

3. Impact Mitigation or Salvage:

- The Council, after taking reasonable steps to consult with any Aboriginal person or body with an interest in the Aboriginal ancestral remains, will determine the appropriate course of action as required by s.18(2)(b) of the Act.
- An appropriate impact mitigation or salvage strategy as determined by the Council must be implemented.

4. Curation and Further Analysis:

- The treatment of salvaged Aboriginal ancestral remains must be in accordance with the direction of the Council.

5. Reburial:

- Any reburial site(s) must be fully documented by an experienced and qualified archaeologist, clearly marked and all details provide to AV;
- Appropriate management measures must be implemented to ensure that the remains are not disturbed in the future.

9.8 Dispute Resolution

As there is no RAP yet appointed for the activity area, there is no requirement for a contingency plan under s.61(d) of the Act, which relates to disputes, delays and other obstacles that may affect the conduct of the activity.

However, in accordance with s.116 (2) of the Act, the sponsor of a cultural heritage management plan may apply to VCAT for review of a decision of the Secretary under s.65 to refuse to approve the plan. Under s.116 (3) an application for a review must be made within 28 days of the day on which the applicant is notified of the decision.

9.9 Reviewing Compliance

In order to review compliance with the CHMP and remedy any non-compliance, a checklist is provided in Appendix 8 to be used by the sponsor or sponsor's delegate (on-site supervisor) during the conduct of the activity. Compliance checks must be undertaken by the sponsor or the sponsor's delegate at appropriate times during the conduct of the activity. In the event that a non-compliance with the CHMP is identified, then all works within the activity area must cease until compliance with the Management Plan is gained. Remedying the non-compliance may require:

- An on-site meeting between the sponsor or sponsor's delegate, on-site supervisor or Project Manager, the relevant Traditional Owner Group(s) representative and the Heritage Advisor;
- The Heritage Advisor to facilitate an appropriate outcome, which may include consultation with the relevant Traditional Owner Group(s) representative; and
- Revisiting the requirements and implementation of the CHMP.

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Edwards, A., Aitchison, M. *Safe Systems Road Infrastructure Project Beechworth–Wodonga Road, Wooragee, Victoria*. Biosis Research. Report to VicRoads.

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Aboriginal Heritage Regulations 2007 (Vic)

Crimes Act 1958 (Vic)

Websites

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Victorian Resources Online (VRO). Geomorphology Information. Accessed February 2018 from Department of Economic, Development, Jobs, Transport and Resources (DEDJTR): http://vro.agriculture.vic.gov.au/dpi/vro/vrosite.nsf/pages/landform_geomorphological_framework_4.1.1

11 Appendices

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Appendix 1: Notice to prepare Cultural Heritage Management Plan

VICTORIA State Government | Premier and Cabinet

Notice of Intent to prepare a Cultural Heritage Management Plan for the purposes of the *Aboriginal Heritage Act 2006*

This form can be used by the Sponsor of a Cultural Heritage Management Plan to complete the notification provisions pursuant to s.54 of the *Aboriginal Heritage Act 2006* (the "Act").

For clarification on any of the following please contact Victorian Aboriginal Heritage Register (VAHR) enquiries on 1800-726-003.

SECTION 1 - Sponsor information

Sponsor:	RSMB Holding Pty Ltd		
ABN/ACN:	27003598033		
Contact Name:	Colin Crambrook		
Postal Address	1026 Grose Vale Road, Kurrajong NSW 2758		
Business Number:	02 4573 1363	Mobile:	
Email Address:	colin@positivehire.com.au		

Sponsor's agent (if relevant)

Company:			
Contact Name:			
Postal Address			
Business Number:		Mobile:	
Email Address:			

SECTION 2 - Description of proposed activity and location

Project Name:	Subdivision at Allot. 1 Sec. F Township of Yackandandah
Municipal district:	Indigo Shire Council

Clearly identify the proposed activity for which the cultural heritage managment plan is to be prepared (ie. Mining, road construction, housing subivision)

Subdivision

SECTION 3 - Cultural Heritage Advisor

Name	Company	Email address
Damian Wall	Red-Gum Environmental Consulting Pty Ltd	damian.wall@red-gum.com.au

SECTION 4 - Expected start and finish date for the cultural heritage management plan

Start Date:	19-Feb-2018	Finish Date:	31-May-2018

Submitted on: 16 Feb 2018

VICTORIA State Government | Premier and Cabinet

SECTION 5 - Why are you preparing this cultural heritage management plan?

☑ A cultural heritage management plan is required by the Aboriginal Heritage Regulations 2007

What is the high impact Activity as it is listed in the regulations?

Subdivision

Is any part of the activity an area of cultural heritage sensitivity, as listed in the regulations? Yes

☐ Other Reasons (Voluntary)

☐ An Environment Effects Statement is required

☐ A Cultural Heritage Management Plan is required by the Minister for Aboriginal Affairs.

☐ An Impact Management Plan or Comprehensive Impact Statement is required for the activity

SECTION 6 - List the relevant registered Aboriginal parties (if any)

This section is to be completed where there are registered Aboriginal parties in relation to the management plan

SECTION 7A - List the relevant Aboriginal groups or Aboriginal people with whom the Sponsor intends to consult (if any)

*This section is to be completed only if the proposed activity in the management plan is to be carried out in an area where there is **no Registered Aboriginal Party.***

Dudurba Local Custodians

SECTION 7B - Describe the intended consultation process (if any)

*This section is to be completed only if the proposed activity in the management plan is to be carried out in an area where there is **no Registered Aboriginal Party.***

DLC will be involved in all fieldwork and will be consulted throughout the development of management

SECTION 8 – State who will be evaluating this plan (mandatory)

The plan is to be evaluated by:

☐ A Registered Aboriginal Party **AND / OR**

☑ The Secretary **AND / OR**

☐ The Council

SECTION 9 – Preliminary Aboriginal Heritage Tests (PAHTs)

List the Reference Number(s) of any PAHTs conducted in relation to the proposed activity:

SECTION 10 - Notification checklist

Ensure that any relevant registered Aboriginal party/ies is also notified. A copy of this notice with a map attached may be used for this purpose.
(A registered Aboriginal party is allowed up to 14 days to provide a written response to a notification specifying whether or not it intends to evaluate the management plan.)

Submitted on: 15 Feb 2018

Appendix 2: Summary of Consultation

Date	Time	Type	Name	Party	Discussion/Details
16/02/2018	10:00	Email		DPC	NOI sent to DPC
20/02/2018	11:30	Phone	Allan Murray	DLTCI	DM called AM to arrange Standard assessment fieldwork

Appendix 3: Qualifications of Heritage Advisors

Damian Wall

Managing Director - Red-Gum Environmental Consulting Pty Ltd

Qualifications

- Bachelor of Applied Science (Parks, Recreation & Heritage), CSU Albury, 1996
- Master Environmental Management and Restoration, CSU, 2005
- Certified Environmental Practitioner (CENVP), Environment Institute of Australia & New Zealand, 2008
- Graduate Certificate in Cultural Heritage Management (CHM), Flinders University, 2011
- Heritage Advisor as defined under section 189(1) of the Aboriginal Heritage Act 2006.
- Full Member Australian Association of Consulting Archaeologists Inc (2018)

Appendix 4: Photos taken during the Standard Assessment



Photo 4: The Activity area, looking downhill towards Marcus Creek and showing "Fair" (30-50%) GSV (D. Wall, 2018).



Photo 5: Immature native trees within the Activity area (D. Wall, 2018).



Photo 6: A surface exposure in the Activity area, showing increased GSV (D. Wall, 2018).



Photo 7: Vegetation in Marcus Creek within the Activity area (D. Wall, 2018).



Photo 8: Rubbish dumped within the Activity area in a 2m deep pit (D. Wall, 2018).



Photo 6: False Acacia stand planted on site. Note Excellent GSV (D. Wall, 2018).



Photo 7: Excellent GSV on fringe of west boundary. High disturbance zone from previous site hut or building. (D. Wall, 2018).



Photo 8: Bottom slope of activity area, north orientation. Note steep slope and dramatic drop to the creek which is highly weed affected. (D. Wall, 2018).

Appendix 5: Glossary of terms

Activity	The development or use of land
Activity Area	The area or areas to be used or developed for an activity
Archaeology	The study of the past through the systematic recovery and analysis of material culture.
Artefact Scatter	A group of stone or other artefacts found scattered on the ground surface.
Assemblage	A collection of artefacts that are derived from the same Aboriginal place.
Burial (Aboriginal Ancestral Remains)	Usually represented by a concentration of human bones or teeth. Burials can be associated with charcoal or ochre, shell, animal bone or stone tools. They tend to be located in sandy areas, which were easy to dig or in rock shelters or tree hollows. They are usually exposed through earthworks or erosion.
Culturally Modified Tree	See Scarred Tree
Earth Feature	Includes mounds, rings, hearths, post holes and ovens.
Excavation	The systematic recovery of archaeological data through the exposure of buried sites and artefacts.
Low Density Artefact Deposit (LDAD)	Artefact deposit with average stone density of less than 10 artefacts in a 10m x 10m area.
Material culture	The tangible evidence or cultural remains that are produced by human activity.
Object Collection	A collection of Aboriginal cultural heritage objects.
Quarry	A location from which Aboriginal people have extracted stone for making stone artefacts or mineral such as ochre for use in painting.
Rock Art	Paintings or engravings on the surface of caves or rock shelters, created by Aboriginal people in the past.
Scarred Tree	Trees from which bark has been removed for the manufacture of utilitarian items such as containers, shelter sheets, canoes or medicine.
Shell Midden	A midden is the remains of a meal. In the case of shell middens, marine or freshwater molluscs are the dominant component.
Stone Feature	Rock art consisting of stones arranged in a pattern.

Appendix 6: Compliance Review Check list

COMPLIANCE CHECK LIST CHMP 15536						
Item	**Date**	**Compliance (Y/N)**	**Issue/reason for non-compliance**	**Action**	**Person supervising action**	**Date to be completed by**
Activity area boundary has been defined						
Site Induction						
Construction Management Conditions complied with						
CHMP and Miniposters on site						
Clear chain of command established when reporting CH issues on site						
Compliance Inspections carried out by HA						
Unexpected finds						
Did all works in the location of the finds cease?						
Was a 20m buffer area around the 'No Go Area' area enforced?						
Was the site supervisor informed?						
Were the sponsor's delegate and HA informed within 24 hours?						
Did the HA inspect the site within 48 hours?						
Did AV attend the site with the HA?						
Did all parties for the site agree a management procedure?						
Has the management procedure been implemented and followed?						

COMPLIANCE CHECK LIST CHMP 15536						
Item	**Date**	**Compliance (Y/N)**	**Issue/reason for non-compliance**	**Action**	**Person supervising action**	**Date to be completed by**
Was the dispute resolution process required?						
Comments (can the process be improved)						
Signature:			**Date:**			

Appendix 7: Cultural Heritage Mini Posters

ABORIGINAL BURIALS

Site Identification
Mini Poster 5



Source-bordering dune. Aboriginal burials often occur in sand dunes near rivers and lakes

What are Aboriginal Burials?

Aboriginal burials are normally found as clusters of human bones eroding from the ground, or exposed during ground disturbance.

Aboriginal customs for honouring and disposing of the dead varied greatly across Victoria, but burial was common. Aboriginal burial sites normally contain the remains of one or two people, although cemeteries that contain the remains of hundreds of people buried over thousands of years have been found. Sometimes the dead person was buried with personal ornaments and artefacts. Charcoal and ochre are also often found in burial sites.

Where are they Found?

Although Aboriginal burials are quite rare in Victoria, they have been found in almost every kind of landscape, from coastal dunes to mountain valleys. They tend to be near water courses or in dunes surrounding old lake beds. Many burials have been found on high points, such as dune ridges, within surrounding flat plains. They are often near or within Aboriginal occupation sites such as oven mounds, shell middens or artefact scatters.

What to Do if You Find a Burial Site

Do not disturb the site or remove any material. You should immediately report any discovery of human remains to the police. Also check whether the site has the characteristics of an Aboriginal burial. If it does, record its location and write a brief description of its condition.

Note whether it is under threat of disturbance.

Characteristics

- Aboriginal burials are normally found as concentrations of human bones or teeth, exposed by erosion or earth works.
- Remains may be scattered over a wide area, but well-preserved remains occur as tight clusters about the size of a human body.
- Burials tend to be in soft soils and sand, although some burials also occur in rock shelters and caves.
- Recently exposed bones look 'fresh', and may be spotted or stained the colour of surrounding soil. Older remains may be covered by a smooth, cement-like substance and be weathered grey or white in colour.
- Soil or sand around the bones may be stained with charcoal or ochre.
- Shell, animal bone and stone tools may sometimes be present.

Please help to preserve Aboriginal cultural sites by reporting their presence to Aboriginal Affairs Victoria.

Contact:

The Heritage Registrar
Aboriginal Affairs Victoria
PO Box 2392
Melbourne VIC 3001

Telephone: 1800 762 003
Website: www.dpcd.vic.gov.au/aav

How were Aboriginal Burial Sites Produced?

Aboriginal people honoured and disposed of their dead in many different ways. The dead were usually buried in the ground, sometimes accompanied by possessions such as stone tools or personal ornaments. In some areas, special clothes were made for the deceased. Small fires were often lit inside or near the grave, and sometimes ochre was sprinkled over the body. In some places, the grave was covered by a special structure such as a small hut or an earth mound, and its location was marked by other earthworks or by cutting bark from surrounding trees.

Other customs included placing the dead person on a wooden platform above the ground, sometimes in a tree, or wrapping the body in bark. After many months, the remains were collected for burial or deposited in a cave or rock crevice.

Aboriginal people were buried in the ground in a variety of positions. Some were placed lying flat on their backs, legs fully extended or lying on their side in a crouched, or 'foetal' position. Others were buried in an upright sitting position.

The dead were buried either singly or in small numbers. The place of burial was either near the place where they happened to be camping at the time, or in cemeteries to which their relatives and descendants returned over hundreds, or even thousands, of years.

Why are Aboriginal Burials Important?

Aboriginal burials have a particular significance for Aboriginal people today and provide important physical and spiritual connections with the land, culture and their past.

The places where the dead are laid to rest have always been important to humans. Burials provide an important link to the ancestral past, for they are physical evidence of a set of spiritual beliefs that lasted many thousands of years. Burials also provide us with valuable information about past Aboriginal ways of life, including diet, health, population, economy and social structures. We can even trace changes in the ways Aboriginal people perceived and related to their environment by looking at the development of large-scale cemeteries.

Threats to Aboriginal Burials

Although human bone can survive for a long time if buried, it deteriorates rapidly once exposed. Many burials are found on the edges of lakes and rivers, or in sand dunes that once lay near fresh water. Wind and water can readily expose and eventually destroy these sites.

Because many burials are found in loose soil or sand, they are often disturbed by burrowing animals such as rabbits.

Human activities such as sand mining, stock grazing, ripping rabbit warrens, ploughing and even trail bike riding can devastate burial sites.

Aboriginal Affairs Victoria records the location, dimensions, and context of Aboriginal burials so that we will have a permanent record of this important part of the heritage of all Australians. Management works, such as the eradication of rabbits, fencing and erosion control, are carried out so that Aboriginal burial locations can be preserved for future generations.

Is it against the Law to Possess Aboriginal Skeletal Remains?

Yes. It is illegal to possess or display Aboriginal skeletal remains without a permit.

Anyone who has such remains is advised to contact Aboriginal Affairs Victoria, so that arrangements can be made for their appropriate treatment.

Are Aboriginal Burials Protected?

All Aboriginal cultural places in Victoria are protected by law. Aboriginal artefacts are also protected.

It is against the law to disturb or destroy an Aboriginal place. Artefacts should not be removed from sites.

In general, the presence of Aboriginal cultural places on private land will not affect ownership, or stop existing land use from continuing.

June 2008

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ISBN 978-1-921321-00-5

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Victoria
The Place To Be

Department of Planning and Community Development

ABORIGINAL FLAKED STONE TOOLS

Site Identification
Mini Poster 4



A group of artefacts of different size, shape and material

What are Aboriginal Flaked Stone Tools?

Flaked stone tools were made by hitting a piece of stone, called a core, with a 'hammerstone', often a pebble. This would remove a sharp fragment of stone called a flake.

Both cores and flakes could be used as stone tools. New flakes were very sharp, but quickly became blunt during use and had to be sharpened again by further flaking, a process called 'retouch'. A tool that was retouched has a row of small flake scars along one or more edges. Retouch was also used to shape a tool.

Not all types of stone could be used for making tools. The best types of stone are rich in silica, hard and brittle. These include quartzite, chert, flint, silcrete and quartz. Aboriginal people quarried such stone from outcrops of bedrock, or collected it as pebbles from stream beds and beaches. Many flaked stone artefacts found on Aboriginal sites are made from stone types that do not occur naturally in the area. This means they must have been carried long distances.

Where are Stone Tools Found?

Stone tools are the most common evidence of past Aboriginal activities in Australia. They occur in many places and are often found with other remains from Aboriginal occupation, such as shell middens and cooking hearths. They are most common near rivers and creeks. It is easier to find them where there is not much vegetation or where the ground surface has been disturbed, for example by erosion.

Characteristics

General

- Sharp edges.
- Retouch along one or more edges.
- Stone rich in silica.
- Stone type often different to the natural rock in the area.

Flakes

- Usually less than 50 mm long.
- A 'striking platform' (see diagram) visible.
- Impact point often present on the striking platform.
- A 'bulb of percussion' often present below the striking platform.
- May have been shaped into a recognisable tool form, such as a point or scraper.

Cores

- May be fist-sized or smaller.
- May have one or more scars where flakes have been removed.

Not all of these features can be seen on each stone tool and some require an experienced eye to identify them. Breakage can remove some key features.

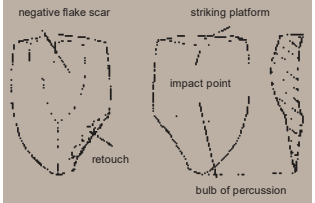
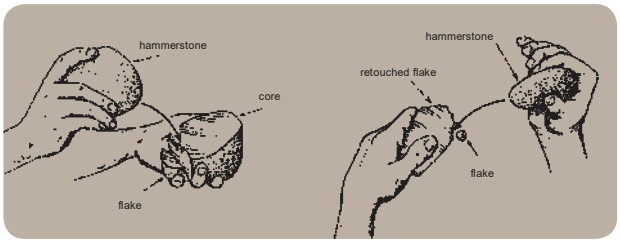


Diagram showing basic flake characteristics



How flaked stone tools were made

What to Do if You Find a Flaked Stone Tool

Do not remove any material from the area. If you pick up a stone to examine it, make sure that you put it back where it came from. Check whether it has some of the key characteristics. Record the location, noting roughly how many stones there are. Note whether the area is under threat of disturbance.

What Were Flaked Stone Tools Used For?

Flaked stone tools could be made quickly, and were used for many everyday tasks, including shaping objects made of wood, bark and bone. They were used as spear-tips in hunting weapons and as knives to butcher game. They were also used to scrape and prepare animal skins for making cloaks, containers and decorative items.

How Else can Stone be Flaked?

Many natural processes can break stone. These include rockfall and extreme changes in temperature. Modern machines, such as ploughs, can also fracture stone. It is important to be able to distinguish stone that has been naturally or accidentally fractured from stone that was deliberately flaked by Aboriginal people. Some of the characteristics of Aboriginal flaked stone artefacts may occasionally occur on naturally fractured stone. However, it is very rare for two or more of these characteristics to occur on the same piece of stone as the result of a natural process.

Why are Flaked Stone Tools Important?

Because stone artefacts do not rot or rust, they are often the only evidence of Aboriginal occupation in a particular area. Stone artefacts can provide information about where Aboriginal people lived, how they made other tools, hunted and prepared food. Sometimes traces of wood, plant food, or animal blood can survive on the edges of flaked stone tools. Specific marks and damage on a tool from use can help tell us what it was used for. This is because different tasks, such as wood carving or scraping animal skins, damaged the edge in different ways.

By finding the original source of stone that was used to make tools, it is sometimes possible to trace the movement of stone within an area. This tells us about Aboriginal systems of trade, exchange and social alliances.

There were a number of changes to the stone tools used by Aboriginal people over time. Because of this, stone tools can help provide an approximate age for the Aboriginal occupation of an area. Flaked stone tools are one of a range of artefacts that provide Aboriginal people today with an important link to their culture and past.

Threats to Aboriginal Stone Tools

Because stone artefacts are found in many different places, and are usually small, they can be difficult to protect. They are sometimes collected by people who do not understand the importance of leaving Aboriginal cultural materials where they are found. Erosion and weathering and activities such as ditch digging and ploughing can disturb flaked stone artefacts. They can also be broken when trampled by animals such as cows, or when run over by vehicles.

Aboriginal Affairs Victoria records flaked stone artefacts so that we will have a permanent photographic and written record of this important part of the heritage of all Australians. Some particularly good examples of sites containing flaked stone artefacts may require active conservation so that they can be preserved for future generations.

Are Flaked Stone Artefacts Protected?

All Aboriginal cultural places in Victoria are protected by law. Aboriginal artefacts are also protected.

It is against the law to disturb or destroy an Aboriginal place. Artefacts should not be removed from sites.

Please help to preserve Aboriginal cultural places by reporting their presence to Aboriginal Affairs Victoria.

Contact:

The Heritage Registrar
Aboriginal Affairs Victoria
PO Box 2392
Melbourne VIC 3001

Telephone: 1800 762 003
Website: www.dpcd.vic.gov.au/aav

June 2008

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ISBN 978-1-921331-55-8

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ABORIGINAL FRESHWATER MIDDENS

Site Identification
Mini Poster 3



Midden exposed in river bank

Characteristics

- Concentrations of freshwater mussel shells. Size can vary greatly, from as little as 1 metre long to 1000 metres long, and in thickness from only 50 mm to as much as 1 metre.
- Shells are often in a layer of soil or sand that is unusually dark, or even black.
- Charcoal, ash, burnt clay and burnt stone may be visible within the shell layers.
- Shells and bones, if these are present, may show signs of having been burnt.
- Stone tools and human burials are sometimes present.

What are Middens?

Freshwater shell middens are accumulations of shell produced by Aboriginal people collecting, cooking and eating freshwater shellfish. Middens usually occur as fairly thin layers or small patches of shell. The shells usually come from both the freshwater mussel (Velesunio ambiguus) and river mussel (Alathyria jacksoni). The shells may be the remains of just one meal or hundreds of meals eaten over thousands of years.

Shell middens often contain evidence of cooking such as charcoal, ash, fire-stones, burnt earth or burnt clay. Sometimes they also contain animal bones, fish bones, stone tools and Aboriginal burials.

Where are They Found?

Freshwater shell middens are found along river banks and flood plains, near swamps and lakes, and in sand dunes. They are sometimes found in dry areas, where fresh water was once present. Freshwater mussel shells may also be found in Aboriginal oven mounds, but usually only in small quantities.

Middens may be visible as scatters of broken mussel shell, exposed along vehicle tracks. If you look closely, you may find mussel shells buried in the surrounding soil. Middens are also commonly visible as scatters of mussel shell eroding down the slopes of dunes. Again, the scatters can usually be traced up the dune to the buried shell layer. Shell fragments in the upcast from rabbit burrows in dunes may also indicate a midden.

What to Do If You Find a Midden

Do not disturb the site or remove any material. Check whether the shell cluster has the typical characteristics of an Aboriginal freshwater shell midden. If it does, record its location and write a brief description of its condition. Note whether it is under threat of disturbance.

Please help to preserve Aboriginal cultural places by reporting their presence to Aboriginal Affairs Victoria.



Close up of excavated midden

Contact:

The Heritage Registrar
Aboriginal Affairs Victoria
PO Box 2392
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Telephone: 1800 762 003
Website: www.dpcd.vic.gov.au/aav

What Caused Aboriginal Middens?

Freshwater shell middens were produced by Aboriginal people collecting, cooking and eating freshwater mussels. Early European settlers observed Aboriginal people, usually women and children, collecting shellfish from rivers, lakes and swamps. Shellfish collecting was relatively easy. Depending on the season, one person could collect up to 200 shellfish in an hour. Once collected, the shellfish were usually partially roasted on an open fire, which caused the two halves of the shell to separate, so the inside could be eaten.

Some middens may have been produced by one meal. Others contain accumulated remains of many meals that occurred over hundreds, or even thousands, of years. Some middens contain bones of fish and other animals and stone tools, showing that fishing, hunting and stone working may also have occurred while these sites were occupied. Other middens contain almost nothing except shells.

Aboriginal burials are sometimes found in or near shell middens, but it is not clear whether these burials took place while the site was occupied, or whether the burials being in the same place as middens is a coincidence. In some situations shellfish have been deliberately buried with the interred person as 'grave goods'.

What Else Causes Clusters of Shells?

Freshwater mussels are sometimes preserved naturally as layers within soil or sand, particularly in, or near lakes. Shells that occur in these natural layers are often still joined at the hinge, unlike those found in Aboriginal middens. Natural shell accumulations are likely to contain shellfish of many different ages and sizes, while Aboriginal middens generally contain fairly mature mussels of roughly the same size. Natural shell accumulations are also unlikely to have the dark sediment, evidence of burning, bones or stone tools that occur in Aboriginal middens.

Native animals that eat mussels, such as water rats, may also build concentrations of shells, but these are likely to be small, and again lack dark sediment or signs of burning.

How Did Aboriginal People Use Freshwater Mussels?

Aboriginal people probably began exploiting freshwater mussels soon after their arrival in Australia, about 40,000 years ago. Some of the oldest cultural places in Victoria are freshwater shell middens. Shellfish could be collected easily and quickly, but the small amount of meat available from each shellfish, and the relatively low energy value of the meat, meant that it took a lot of effort to gather enough mussels to provide much nourishment. The main role of freshwater mussels in the Aboriginal economy was probably to supplement a diet based around other animal and plant foods. Mussels may also have been used as a reserve supply of food during the hot and dry months, when other food was scarce. Freshwater mussels can survive buried in damp ground for up to two years. Early European settlers observed Aboriginal people digging for mussels in the mud of dry creek beds. An Aboriginal store of more than 360 mussels, neatly sacked and buried about 1 m deep, has been found. Presumably the mussels were stored for use during a harsh period when other food was in short supply.

Because mussels can tolerate dry conditions for long periods, they can be moved far from their original source. Some Aboriginal people may have traded freshwater mussels to other groups living in areas where there were no shellfish. The shells of mussels were also traded and used as tools, either to make fish hooks or to scrape animal hides and wood.

Why are Middens Important?

Freshwater shell middens provide valuable information about past Aboriginal economy and landuse. They are one of the few sources of information about Aboriginal use of lakes, rivers and swamps. Although mussel shells are fragile, they often survive longer than animal bones and plant remains.

Studies of the shells themselves can tell us a lot. In a similar fashion to trees, mussels regularly add growth rings to their shells. The shape and size of these rings vary according to changes in the local climate, and so can therefore provide a record of events such as floods and droughts. By looking at the shells in a midden we can learn about the environment that existed when Aboriginal people collected the mussels. We can also compare the growth rings on different shells to see whether all the shells in the midden were collected at the same time, or at a number of different times. Mussel shells can also be radiocarbon dated so that we can tell during which time period Aboriginal people occupied an area.

Shell middens provide Aboriginal people today with an important link to their culture and their past. Middens that contain Aboriginal burials are particularly significant.

Threats to Aboriginal Freshwater Shell Middens

Although mussel shells survive well while buried in sand or soil, once exposed to the air they rapidly deteriorate. As many middens are located on the edges of lakes and rivers, water often exposes and, over time, destroys these sites. Middens in sand dunes are sometimes disturbed by mining, rabbit burrowing and wind erosion.

Aboriginal Affairs Victoria records all freshwater shell middens, so that we will have a permanent photographic and written record of this important part of the heritage of all Australians. Some particularly good examples of middens may require active conservation, so that they can be preserved for future generations.

Are Aboriginal Freshwater Middens Protected?

All Aboriginal cultural places in Victoria are protected by law. Aboriginal artefacts are also protected.

It is against the law to disturb or destroy an Aboriginal place. Artefacts should not be removed from sites.

June 2008

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ISBN 978-1-921331-54-1

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Victoria
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Department of Planning and Community Development

ABORIGINAL GRINDING STONES

Site Identification
Mini Poster 9



Large grinding stone damaged by agricultural equipment

What are Aboriginal Grinding Stones?

Grinding stones are slabs of stone that Aboriginal people used to grind and crush different materials. Bulbs, berries, seeds, insects and many other things were ground between a large lower stone and a smaller upper stone.

Where are They Found?

Grinding stones are usually found where Aboriginal people lived and camped. For example, they have been found in shell middens and rock shelters, and at open camp sites and rock art sites. They are common in museum and private collections.

How Did Aboriginal People Use Grinding Stones?

Grinding stones were among the largest stone implements of Aboriginal people. They were used to crush, grind or pound different materials.

A main function of grinding stones was to process many types of food for cooking. Bracken fern roots, bulbs, tubers and berries, as well as insects, small mammals and reptiles, were crushed and pulped on grinding stones before cooking. Some types of food are poisonous in their natural state, and could only be eaten after being crushed and washed.

Milling seeds on large flat grinding stones was common in the drier areas of Australia, but less common in Victoria. Leaves and bark were crushed on grinding stones to make medicines.

Characteristics

- Grinding stones are usually made from abrasive rocks such as sandstone or coarse-grained basalt or quartzite.
- The stones are sometimes found upside down, with the grinding surface facing the ground to preserve it from the weather. Upper and lower grinding stones will not necessarily be found together.
- Smooth river pebbles sometimes resemble grinding stones. If you look closely, the surface of a river pebble has tiny impact marks caused by collisions with other pebbles in the river. The surface of a grinding stone has many scratches caused by abrasion but feels smooth.

Lower Stones

- Stones range in size, from very small (150 millimetres across) to very large (700 millimetres across). They can weigh several kilograms.

continued 2nd side





Aboriginal people also used small grinding stones to crush soft rocks and clays (such as ochre) to make pigments. The pigments were used to decorate bodies for ceremonies, to paint rock art, and to decorate objects such as possum skin cloaks and weapons.

Rocky outcrops are rare in some regions, so the Aboriginal people imported slabs of suitable stone. But large grinding stones were rarely moved. Aboriginal people carried as little as possible when they moved camp, and they often left heavy items such as grinding stones as permanent camp 'furniture' to be used on the next visit.

Why are Aboriginal Grinding Stones Important?

Grinding stones were developed in south east Australia during the last Ice Age, about 15,000 years ago. Conditions were much drier then, and grinding stones allowed people to live in areas where food was limited.

Grinding stones help us learn about the size of past Aboriginal populations in different regions, their foods, and their reactions to great changes in climate. The origin of some stones is known, which helps us trace the movements of people and their social connections with other regions.

Grinding stones are an important link for Aboriginal people today with their culture and their past.

Are Aboriginal Grinding Stones under Threat?

Natural processes such as wind and water erosion may disturb grinding stones, but human interference poses the greatest threat. Ploughing, development and any earthworks may disturb Aboriginal sites. Ploughing in particular can break or cut stones.

Grinding stones are unmistakable Aboriginal artefacts, and many have been collected as souvenirs. Flat stones have even been used for dry stone walls, paths and house foundations. Once the stones are moved, important information about them is lost.

Aboriginal Affairs Victoria records the location, dimensions and condition of Aboriginal grinding stones. The aim is to have a permanent written and photographic record of this important part of the heritage of all Australians.

Are Aboriginal Grinding Stones Protected?

The law protects all Aboriginal cultural places and artefacts in Victoria. It is illegal to disturb or destroy an Aboriginal place. Grinding stones and other artefacts should not be removed from sites.

It is also illegal to buy or sell Aboriginal artefacts without a permit. Information about permits may be obtained from Aboriginal Affairs Victoria.

What If You Find an Aboriginal Grinding Stone?

Do not disturb it or remove it from the site. Check whether the stone has the typical characteristics of an Aboriginal grinding stone. If it does, record its location and write a brief description of its condition. Note whether it is under threat of disturbance.

Please help to preserve Aboriginal cultural sites by reporting their presence to Aboriginal Affairs Victoria.

Contact:

The Heritage Registrar
Aboriginal Affairs Victoria
PO Box 2392
Melbourne VIC 3001

Telephone: 1800 762 003
Website: www.dpcd.vic.gov.au/aav

Characteristics cont.

- They can be any shape: oval, round, rectangular or irregular.
- Grinding stones made from sandstone or quartzite are usually flat. Basalt stones can be more rounded.
- Grinding stones have a worn depression, varying in shape from a circle to a long thin groove.
- The depth of the grinding area will vary, and a hole may have formed where the stone is completely worn away.
- There may be traces of food or pigments on the stone. Fats may leave glossy stains.
- Depressions or grooves may occur on different sides of the same stone.
- Some grinding surfaces have carved lines.

Upper Stones

- The smaller upper stones (or pestles) can be flat or rounded. They may have more than one smooth surface.
- They are usually small enough to hold in one hand.
- They may be damaged on the working edge if they were used as a pounder.

June 2008

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ISBN 978-1-921323-60-2

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Victoria The Place To Be — Department of Planning and Community Development

ABORIGINAL GROUND-EDGE AXES

Site Identification
Mini Poster 8



Greenstone Axe blank (left) and Ground-edge Axe (right)

What are Aboriginal Ground-edge Axes?

Ground-edge axes are stone chopping tools with cutting edges that were formed by grinding. They were often designed to have a handle.

Aboriginal ground-edge axes are usually rounded or oval in shape, but may be slightly elongated with a straighter, sharpened end.

Where are They Found?

Ground-edge axes can be found almost anywhere where Aboriginal people camped or lived in Victoria. They may be found near axe-grinding grooves, axe quarries or burial sites.

How Did Aboriginal People Make Ground-edge Axes?

Aboriginal people made 'axe blanks' by striking large flakes of stone from rocky outcrops (see Mini Poster 7), then roughly shaping them. They carried axe blanks across great distances for trading.

The axes were often finished away from the quarry. The tool maker would complete an axe by grinding to make a sharp cutting edge. This edge, while not as sharp as a chipped stone tool, was much more durable. When the edge was broken or chipped, the axe could be sharpened again and again.

Grinding was usually done on sandstone outcrops, often leaving deep grooves. Sometimes the whole axe was ground to a smooth glossy finish.

Characteristics

- Ground-edge axes come in different shapes, but they are usually either round or oval. They are sometimes rounded and narrow at one end, and slightly broader and straighter at the cutting edge.
- Most are 50–200 millimetres long, 40–100 millimetres wide and 20–60 millimetres thick.
- Typically they are 'lens shaped' when viewed from the side.
- They were made from hard types of stone, particularly basalt or greenstone, and worn river pebbles.
- They may have one or more ground cutting edges, and they may be polished smooth all over. The ground surfaces are usually highly polished.
- They may have a groove pecked around their 'waist' so it is easier to attach a handle.
- Complete axes are rare. It is more common to find smaller, broken, polished fragments.



Ground-edge Axes with wooden hafts

Aboriginal people often used natural resin and plant fibre or kangaroo sinew to attach the axe to a short wooden handle.

How Did Aboriginal People Use Ground-edge Axes?

Aboriginal people used axes to cut down small trees, chop wood, remove tree bark for canoes and shelters, butcher larger animals and undertake many other tasks. They also used axes as weapons, ceremonial objects and valuable trade items.

Many axes come from a large greenstone quarry at Mount William, near Lancefield. Axes from this quarry have been found up to 800 kilometres from Mount William, but not in the eastern half of Victoria. The Gunai/Kurnai people in the east had their own quarries and system of trade. Studies of the distribution of Mount William axes have demonstrated that this trade boundary existed for a long time, possibly several thousand years.

What Natural Rocks Look Similar to Ground-edge Axes?

Ground-edge axes are easy to distinguish from natural rocks. Smooth, hard, river pebbles may look like the axes, but they do not have the sharp edges.

Why are Ground-edge Axes Important?

Aboriginal ground-stone axes are an important link for Aboriginal people today with their culture and their past. We know of the custodians of some quarries where stone axes were made, and their descendants are still alive today.

The axes are a valuable source of information about the past way of life of Aboriginal people.

Are Aboriginal Ground-edge Axes under Threat?

Ground-edge axes are strong and durable. Unfortunately, because they are obviously Aboriginal artefacts, many have been taken by artefact collectors and the general public. We know little about these collected axes: information about their age, original location and links with other artefacts has been lost forever.

Natural processes such as wind and water erosion may disturb axes, but human interference such as ploughing and development (and particularly souvenir collecting) poses the greatest threat to these artefacts.

Aboriginal Affairs Victoria records the location, dimensions and condition of Aboriginal ground-edge axes. The aim is to have a permanent written and photographic record of this important part of the heritage of all Australians.

Are Aboriginal Ground-edge Axes Protected?

The law protects all Aboriginal cultural places and artefacts in Victoria. It is illegal to disturb or destroy an Aboriginal place. Ground-edge axes and other artefacts should not be removed from sites.

It is also illegal to buy or sell artefacts without a permit. Information about permits may be obtained from Aboriginal Affairs Victoria.

What to Do If You Find a Ground-edge Axe?

Do not disturb or remove it. Check whether the object has the typical characteristics of an Aboriginal ground-edge axe. If it does, record its location and write a brief description of its condition. Note whether it is under threat of disturbance.

Please help to preserve Aboriginal cultural sites by reporting their presence to Aboriginal Affairs Victoria.

Contact:

The Heritage Registrar
Aboriginal Affairs Victoria
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June 2008

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Victoria
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Department of Planning and Community Development

ABORIGINAL SCARRED TREES

Site Identification
Mini Poster 1



Aboriginal people in canoes on Lake Tyers 1886

What are Scarred Trees?

Aboriginal people caused scars on trees by removing bark for various purposes. The scars, which vary in size, expose the sapwood on the trunk or branch of a tree.

Where are Scarred Trees Found?

Scarred trees are found all over Victoria, wherever there are mature native trees, especially box and red gum. They often occur along major rivers, around lakes and on flood plains.

What to Do if You Find a Scarred Tree

- Check the scar for key characteristics.
- Record the tree's location and its condition.
- Note whether it is under threat of disturbance.

Please help to preserve Aboriginal cultural places by reporting their presence to Aboriginal Affairs Victoria.

Contact:

The Heritage Registrar
Aboriginal Affairs Victoria
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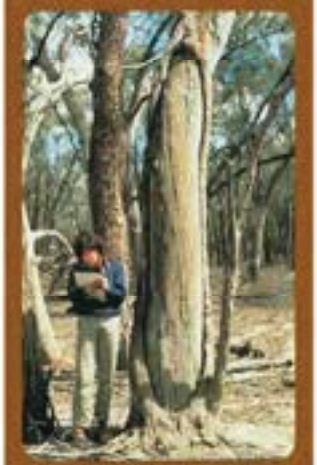
Why Did Aboriginal People Remove Bark?

Aboriginal people removed bark from trees to make canoes, containers and shields and to build temporary shelters.

They also cut toe holds in trees to make them easier to climb. This allowed them to use trees as lookouts, hunt for possums or bee hives, and cut bark higher up in the

Characteristics

- Scar more-or-less regular in shape, often with parallel sides and slightly pointed or rounded ends.
- Scar usually stops above ground level.
- Exposed sapwood free of tree knots or branches or evidence of a branch having been at the top of the scar.
- Exposed sapwood at the base and (more rarely) at the top of the scar may show stone or steel axe cuts.
- Tree an Australian native species which occurs naturally in the district.
- Tree usually over 200 years old.



Heritage Officer recording a scarred tree

tree. Sometimes trees were carved or decorated, but examples are rare in Victoria.

To remove bark, the Aboriginal people cut an outline of the shape they wanted using stone axes or, once Europeans had arrived, steel axes. The bark was then levered off. Sometimes the axe marks made by Aboriginal people are still visible on the sapwood of the tree, but usually the marks will be hidden because the bark has grown back. The amount of bark regrowth may help you tell the age of the scar. Sometimes, if the scar is very old, it will be completely covered by regrowth.

What Other Human Activities Can Cause Scars?

European settlers also removed bark from trees to build huts. Generally, these scars will be more square or rectangular in shape than those created by Aboriginal people.

Boundary or survey markers made by European settlers and farmers also caused scars. Survey markers are usually triangular and may have a number or date carved or written on the sapwood.

Trees close to roads may be damaged by passing vehicles. Scars caused in this way will usually only occur below a height of about two metres.

What Natural Processes Can Cause Scars?

Fire, lightning, storms and floods can also cause scars on trees.

Fire damage is distinctive: the scar is usually triangular, wide at the base and tapering up from the ground, and the wood is charred. A scar caused by a falling branch often looks like a 'keyhole', with the stub of the branch at the top and a tail of torn sapwood beneath.

Scars caused by falling trees can sometimes be identified by examining nearby tree stumps. These will usually give some idea of the direction in which the tree fell. If that direction matches the position of the scar, the scar may be natural.

Why are Scarred Trees Important?

Scarred trees provide valuable clues about the use of perishable materials by Aboriginal people. Because wood often rots away, Victorian museums have only a small number of Aboriginal wooden artefacts. Most of our information on Aboriginal use of wood comes from the writings of early settlers and explorers.

Scarred trees are easier to find than many other archaeological sites. They tell us where Aboriginal people used to live, and help us find other types of archaeological sites, such as scatters of stone tools. Scarred trees also provide Aboriginal people today with an important link to their culture and their past.

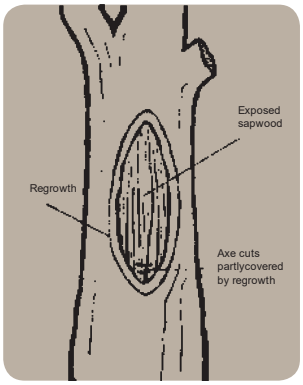
Threats to Scarred Trees

Scarred trees are disappearing because of natural aging and decay, timber cutting, environmental problems such as salinity and fire. Aboriginal Affairs Victoria records scarred trees so that we will have a permanent photographic and written record of this important part of the heritage of all Australians. Some scarred trees require attention, so they will be preserved for future generations.

Are Scarred Trees Protected?

All Aboriginal cultural places in Victoria are protected by law. Aboriginal artefacts are also protected.

It is against the law to disturb or destroy an Aboriginal place. Artefacts should not be removed from sites.



Scar Identification Characteristics

June 2008

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ISBN 978-1-921331-52-7

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ABORIGINAL SURFACE SCATTERS



A typical surface scatter found when an older land surface has been exposed

Site Identification
Mini Poster 6

Characteristics

- The size of scatters may vary from one square metre to one hectare.
- Scatters may contain a few artefacts or many thousands.
- They generally consist of chipped stone artefacts (see Mini Poster 4), but sometimes contain animal bone, shell, charcoal, hearth stones, clay balls and ochre.
- Surface scatters are most visible where erosion, roadwork, ploughing or earthworks have disturbed the ground.
- They can be exposed as a concentration of material on the ground, or as a thin layer (or layers) of material in the side of a bank or cutting.

What are Aboriginal Surface Scatters?

Surface artefact scatters are the material remains of past Aboriginal people's activities. Scatter sites usually contain stone artefacts, but other material such as charcoal, animal bone, shell and ochre may also be present. No two surface scatters are exactly the same.

Where are They Found?

Surface scatters can be found wherever Aboriginal occupation has occurred in the past.

Aboriginal campsites were most frequently located near a reliable source of fresh water, so surface scatters are often found near rivers or streams where erosion or disturbance has exposed an older land surface.

What to do if You Find an Aboriginal Surface Scatter?

Do not disturb the site or remove any material. Check whether the site has the characteristics of an Aboriginal surface scatter. If it does, record its location and write a brief description of its condition. Note whether it is under threat of disturbance.

Please help to preserve Aboriginal cultural places by reporting their presence to Aboriginal Affairs Victoria.

Contact:

The Heritage Registrar
Aboriginal Affairs Victoria
PO Box 2392
Melbourne VIC 3001

Telephone: 1800 762 003
Website: www.dpcd.vic.gov.au/aav



This Aboriginal camp shows how surface scatters were created
State Library of Victoria

What Produced Surface Scatters?

Surface scatters are the remains of past Aboriginal campsites and other activities. Aboriginal people produced and left the scatter material in the course of their daily life. Activities that produced surface scatters include:

- manufacture of stone implements for a range of everyday tasks;
- production and maintenance of weapons, tools and other items made of wood and bone;
- construction of shelters and huts;
- preparation and consumption of meals;
- preparation of clothes and blankets from animal skins;
- social and spiritual activities.

Away from the camp, activities that produced surface scatters include:

- wood chopping and the removal of bark from trees;
- preparation of large items such as canoes;
- hunting and game processing;
- gathering and processing fruit and vegetables.

Scatters may be the remains from a number of activities in a camp, or from just one activity away from the main camp site.

Large surface scatters with many types of artefacts indicate favoured camping areas. These were often resource-rich areas such as swamps, lakes or riverine environments. Aboriginal people returned to these locations repeatedly, stayed for longer periods, and undertook a wider range of activities. A large scatter may have many thousands of artefacts and cover more than a hectare. The repeated use of an area may have left a dense deposit that is many layers thick, or a huge scatter consisting of artefacts from many overlapping occupations.

Smaller sites generally resulted from single, short occupations such as overnight camps and dinner camps. Some consist of debris at an activity area away from the main camp. Small scatters may cover only a few square metres, consist of only one layer and comprise only a few artefacts. They can be found anywhere, whereas larger scatters are rarer in resource-poor areas such as coastal plains, highlands and deserts.

What Other Factors Produce Surface Scatters?

Scatters of naturally occurring gravel, particularly quartz, may be mistaken for Aboriginal surface scatters. Gravel usually has rounded edges and originates in the immediate area. Imported gravel, particularly from roadwork or building construction, can also be mistaken for surface scatters. Imported gravel has sharp edges and a narrow size range, and it is usually found around earthworks.

Why are Aboriginal Surface Scatters Important?

Surface scatters of artefacts are one of the most common types of Aboriginal site. They provide important information about past Aboriginal people's settlement patterns and lifestyles.

Some organic materials (such as charcoal, bone and shell) found in scatters can be dated by radiocarbon dating. These dates tell us when people were living in a particular area. Artefacts in the surface scatters can show how Aboriginal culture changed over time. The presence of stone from other areas can indicate trade, exchange and contact between different groups that lived many kilometres apart.

Surface scatters are an important link for Aboriginal people today with their culture and past.

Are Aboriginal Surface Scatters under Threat?

Aboriginal surface scatters can be disturbed or destroyed by people or natural processes such as wind and water. Weathering and erosion can damage or disperse artefacts,



Stone Artefacts like these are commonly found in Victorian surface scatters

as can trampling by hard-hoofed animals and rabbit burrowing. Human activities such as mining, road building, damming, clearing and construction can disturb and destroy artefact sites.

Aboriginal Affairs Victoria records the location, dimensions and condition of Aboriginal scatters. The aim is to have a permanent photographic and written record of this important part of the heritage of all Australians. Management works around Aboriginal surface scatters, such as the eradication of rabbits and erosion control, help preserve the sites for future generations.

Are Aboriginal Surface Scatters Protected?

All Aboriginal cultural places in Victoria are protected by law. Aboriginal artefacts are also protected.

It is illegal to disturb or destroy an Aboriginal place. Artefacts should not be removed from sites.

June 2008

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ISBN 978-1-921331-57-2

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Victoria The Place To Be
Department of Planning and Community Development

Appendix 8: Gazetteer

No new Aboriginal places were recorded during the completion of this CHMP.

Appendix 9: Catalogue

No new Aboriginal places were recorded during the completion of this CHMP.

EDM Group

Stormwater Management Plan

Proposed 12 Lot LDRZ Subdivision

Lot 1 TP66897
Yackandandah-Wodonga Road
Yackandandah



EDM Group

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EDM Ref No 060248E
Date: 31 January 2020

Environment Design Management

Town Planning Surveying Engineering Environmental Planning Building Design Project Management

edm
EDM Group

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APPENDIX 2 – OVERALL SUB-CATCHMENT PLAN
APPENDIX 3 – STORMWATER STORAGE CAPACITIES FOR 1:100 ARI EVENTS
APPENDIX 4 – MUSIC MODELLING DETAILS

1. INTRODUCTION

This report has been prepared following the Notice of Decision issued by Indigo Shire Council for a twelve lot LDRZ Subdivision of land located approximately 1.6km north/east of the Yackandandah town centre (Appendix 1).

This report has been prepared to document and make an assessment of the required work to provide an integrated major/minor stormwater conveyance system and proposed stormwater facilities associated with the development. The report in part also addresses the relevant considerations of Clause 53.18 of the Indigo Planning Scheme and outlines the intended outcomes to ameliorate the impact of catchment urbanisation.

2. SUBJECT LAND

The subject land is approximately 5.85ha in area and is currently made up of one title identified as Crown Allotment 1 Section F, Township of Yackandandah in TP66897. The property is located south of Yackandandah – Wodonga Road in Yackandandah.



Figure 1 – Locality Plan

3. OBJECTIVES

3.1 Major/Minor Stormwater Conveyance

The Indigo Shire Council requires an approach consistent with Australian Rainfall and Runoff for the provision of major stormwater 1 in 100-year ARI conveyance paths that control flows and protect dwellings and assets from inundation.

This is generally achieved within the actual estate by providing sufficient area in the road cross sections and proposed retention basin to convey and control such flows within maximum velocity and depth constraints.

The minor stormwater system is required to prevent damage to property in smaller rainfall events and to contain nuisance flows to a level that is acceptable to the community. For Low Density Residential estates in the Indigo Council, this is designed for a 5yr ARI rainfall event as per the Infrastructure Design Manual.

Preliminary modelling of the Estate indicates detention would be required, to limit the discharge from the site to the predevelopment flows up to the 1 in 100 ARI storm events. This is proposed to be accomplished with onsite rainwater tanks.

3.2 Water Quality Protection

The Indigo Shire Council's Development Standards require consideration and inclusion of the principles of Water Sensitive Urban Design (WSUD) in order to manage urban stormwater as both a resource and to protect the water quality parameters of receiving waters. Stormwater systems need to be designed and managed to minimise the impacts on surface waters.

Increased impervious areas associated with urbanisation of catchments result in increased stormwater peak flows and volumes and corresponding damage to in stream ecosystems from increased and more frequent flows and from pollutants delivered directly to the streams by piped stormwater systems.

Council requires WSUD to be undertaken in accordance with the general principles provided in *"The Urban Stormwater Best Practice Environmental Management Guidelines"* (BPEMG), (CSIRO 1999). The BPEMG provides a "toolbox" designed to meet the needs of people involved in the planning, design and/or management of urban land uses or stormwater systems.

The principles articulated in the BPEMG require an integrated approach to managing the volume and rate of catchment runoff, the quality of the runoff and the protection of in-stream environmental values.

Flood protection and public safety remain as fundamental objectives of stormwater system planning and design.

Urban Stormwater, BPEMG suggests that stormwater management should be based on the following three principles:

- Preservation: preserve existing valuable elements of the stormwater system, such as natural channels, wetlands and streamside vegetation.
- Source Control: limit changes to the quantity and quality of stormwater at or near the source; and
- Structural Control: use structural measures, such as treatment techniques or detention basins to improve water quality and control stream flow discharges.

The performance objectives for the environmental management of stormwater as outlined in the BPEMG are as indicated in Table 1 below.

Pollutant	Current best practice objective
Developed Site	
Suspended solids (SS)	80% retention of typical urban load
Total phosphorus (TP)	45% retention of typical urban load
Total nitrogen (TN)	45% retention of typical urban load
Litter	70% reduction of typical urban load
Construction Phase	
Suspended Solids	Effective treatment of daily runoff events (eg. <4mths ARI). Effective treatment equates to a 50%tile SS concentration of 50mg/L.
Litter	Prevent litter from entering the stormwater system.
Other Pollutants	Limit the application, generation and migration of toxic substances to the maximum extent possible.

Table 1: Urban Stormwater BPEMG objectives

Measures proposed to meet WSUD requirements within the development are detailed as follows:

Rainwater Tanks
Rainwater tanks will be required on Lots 1 to 12.

Treatment of Impervious Runoff
Treatment of impervious runoff will be via open swale drains located within the road reserve.

4. EXISTING CATCHMENT

The existing site can be broken up into two sub-catchments.

Sub catchment 1

Sub catchment 1 has a total catchment area of 5,700m^2 which is entirely contained within the development site. There is no upstream catchment area. This area discharges to the north west corner of the property to the Yackandandah – Wodonga Road. It then flows south/west along the Yackandandah – Wodonga Road.

The runoff from the existing catchment is as follows:

1 in 1-year ARI = 0.03m^3/sec
1 in 5-year ARI = 0.05m^3/sec
1 in 50-year ARI = .0.11m^3/sec
1 in 100-year ARI = 0.13m^3/sec

Sub catchment 2

Sub catchment 2 has a total catchment area of 5.28 hectares which is entirely contained within the development site. There is no upstream catchment area. This area sheet flows off the site and directly into Marcus Creek.

The runoff from the existing catchment is as follows;

1 in 1-year ARI = 0.18m^3/sec
1 in 5-year ARI = 0.36m^3/sec
1 in 50-year ARI = .0.73m^3/sec
1 in 100-year ARI = 0.86m^3/sec

5. POST DEVELOPMENT CATCHMENT

The proposal is to create a 12 Lot subdivision over the site. As noted at Appendix 2 the developed site can be broken up into four sub-catchment areas, as follows;

- Sub Catchment 1 is approximately 5,730m^2 and includes proposed Lots 2 & 3 on the development plan. The catchment is made up of the following:

  LDRZ lots = 4,022m^2 (73% of catchment area)
  Road Reserve = 1,485m^2 (27% of catchment area)

  This area will discharge to the Yackandandah – Wodonga Road via open swale drains located within the internal Road Reserve.

- Sub Catchment 2 is approximately 1.31 ha and includes proposed Lots 1, 4, 5 & 6 on the development plan. The catchment is made up of the following:

  LDRZ lots = 9,210m^2 (70% of catchment area)
  Road Reserve = 3,900m^2 (30% of catchment area)

  This area will discharge to Marcus Creek via open swale drains located within the Internal Road Reserve and then via an open swale through a proposed reserve that links the internal Road with Marcus Creek.

- Sub Catchment 3 is approximately 9,744m^2 and includes proposed Lots 12, 10 and 9 on the development plan. The catchment is made up of the following:

  LDRZ lots = 9,744m^2 (100% of catchment area)

  This area will discharge to Marcus Creek via rear of allotment drainage pipes and then via an open swale located within Lot 8 of the proposed development. This swale drain will require an easement over it to allow for maintenance.

- Sub Catchment 4 is approximately 3.279ha comprising proposed Lots 7, 8 and 11. The catchment is made up of the following:

  LDRZ lots = 3.279ha (100% of catchment area).

  Due to the topography of the site and the required setbacks from Marcus Creek, this sub-catchment will discharge directly to Marcus Creek via overland flow.

The Notice of Decision includes Infrastructure requirements at Condition 7 which requires among other things that the development must ensure that flows downstream of the site are limited to pre development flows.

The following Table 2 provides an estimate of the expected post development 1 in 100-year ARI flows.

Catchment	Tc (min)	1 in 100-year ARI Peak (m3/s)
Sub Catchment 1	7	0.20
Sub Catchment 2	8	0.41
Sub Catchment 3	8	0.30
Sub Catchment 4	12	0.64

Table 2: Post Development 100ARI flows

It is estimated that the storage volume required to limit the discharge to predevelopment flows for this development up to the 1 in 100-year ARI as follows;

- Sub Catchment 1 – 14m^3 (2 lots X 7,000 L Rainwater Tanks)
- Sub Catchment 2 – 37m^3 (4 lots X 10,000 L Rainwater Tanks)
- Sub Catchment 3 – 14m^3 (3 lots X 5,000 L Rainwater Tanks))
- Sub Catchment 4 – 25m^3 (3 lots X 9,000 L Rainwater Tank)

Total of 90m^3

Rainwater Tanks – It is recommended that Rainwater tanks be installed on all lots within the development to limit the discharge to pre-development flows.

Flood Flow Paths

The Estate Plan attached in Appendix 2 depicts the flow path of the 1 in 100-year ARI flow through the development site. Because of the cross-sectional area of the roadways and sloping nature of the site no lots will be affected by the extent of inundation under such circumstances.

The 1 in 100-year ARI stormwater flow paths have been allowed for on the plans, which show the direction of flow. Preliminary advice on road flow path capacity indicates that they take the 1 in 100-year ARI storm event.

All of the above measures are proposed to be used to reduce the volume of stormwater and increase the quality of stormwater from this catchment.

The required storage volume is calculated as follows;

- Required Storage Volume = 90 m^3
- Storage volume available in tanks = 96 m^3

Total = 6m^3 excess

6. DESIGN RESPONSE

Major/Minor Stormwater Conveyance

The objective of providing safe overland major storm flood flow paths has been considered in developing the roads and lot layouts documented in the Estate Plan.

In line with Council's requirements the minor stormwater system is to be designed to convey the 1 in 5-year ARI peak design flows. The street network is also designed to provide overland flow paths of sufficient capacity to convey a 1 in 100 ARI design storm event without significant damage to property.

The post-development peak discharge from the site is to be retarded to the predevelopment peak discharges up to the 1 in 100-year ARI events by the requirement of integrated system as shown.

Preliminary storage calculations for the site are provided at Appendix 3. The proposal is to utilise an integrated system that utilises onsite and road to store the 1 in 100 ARI storm events.

Detailed Drainage Calculations will be supplied as part of engineering plan approval.

Water Quality Protection

Urban Stormwater: Best Practice Environmental Management Guidelines (CSIRO 1999) lists five key objectives of WSUD for application to urban stormwater planning and design:

i). Protect natural systems; protect and enhance natural waterway systems within urban developments
ii). Integrate stormwater treatment into the landscape; use stormwater in the landscape by incorporating multiple use corridors that maximise the visual and recreational amenity of developments
iii). Protect water quality; protect the water quality draining from urban development
iv). Reduce runoff and peak flows; reduce peak flows from urban developments by local detention measures and minimising impervious areas
v). Add value while minimising development costs; minimise the drainage infrastructure cost of development

WSUD is implemented through a *treatment train* of Best Management Practices (BMP) integrated into the streetscape and landscape. Techniques include detention/retention basin to lower peak flows, and grassed swales and vegetation to facilitate water infiltration and pollutant filtration.

Music modelling calculations have been included in Appendix 4 and all of the percentage reductions required by the Indigo Shire Council have been met.

7. SUMMARY & CONCLUSION

In conclusion, it is proposed to utilise an integrated stormwater system design to meet the stormwater requirement of council for both retardation and water quality treatment.

Catchment Retardation

- Required Storage Volume 90 m^3
- Rainwater Tanks 96 m^3
- Excess 6 m^3

Existing Outlets

The site has no specific drainage outlets. The majority of the site currently sheet flows to the Marcus Creek frontage with a minor area of the site flowing to the Yackandandah – Wodonga Road.

The proposal is to utilise open swale drains to direct stormwater to Marcus Creek. No underground pipe system is proposed.

Music modelling has been relied upon to calculate the effectiveness of the proposed treatment train that includes rainwater tanks and swale drains. The results are as shown below in Table 3. (Also see Appendix 4 for further details).

Treatment Train Effectiveness (Music)

Water Treatment Requirements	Retention Objective	Reduction
Total Suspended Solids	80%	91.7%
Total Phosphorus	45%	71.9%
Total Nitrogen	45%	60.8%
Litter	70%	100.0%

Table 3: Music Modelling results

The proposed system exceeds the minimum requirements of Indigo Shire Council.

APPENDIX 1

ESTATE PLAN


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EDM Group
DESIGN RESPONSE
CROWN ALLOTMENT 1
SECTION F
PARISH AND TOWNSHIP
OF YACKANDANDAH
YACKANDANDAH -
WODONGA ROAD
YACKANDANDAH 3749
Denoted Proposed
Building Envelope
NOTE:
Drawing No. 000248_DA01_28Jan20
Scale 1:1500
SHEET
1 OF 1
Original
Size
A3
© EDM Group
GREEN
MARCUS
WODONGA ROAD
1
2
3
5
6
7
8
9
10
11
12

APPENDIX 2

SUB - CATCHMENT PLAN

Environment Design Management

RSMB Holdings – Yackandandah – Wodonga Road, Yackandandah



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Fax (02) 6056 2592

EDM Group ABN 12 532 366 914
www.edmgroup.com.au

DESIGN RESPONSE
CROWN ALLOTMENT 1
SECTION F
PARISH AND TOWNSHIP OF YACKANDANDAH
YACKANDANDAH - WODONGA ROAD
YACKANDANDAH 3749

Direction of Drainage Flows

3 Catchment Areas

Ridge Line

Denotes Proposed Building Envelope

NOTE:
The cadastre has been laid over an aerial image for presentation purposes only.
The aerial image is intended as a visual aid only and may not be an accurate representation of ground conditions. Title survey must be undertaken to accurately verify the location of any boundary shown hereon.

Drawing No. 060248_DRN_23Jan20
Scale 1:1500
SHEET 1 OF 1

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Original Sheet A3

APPENDIX 3

STORMWATER STORAGE CAPACITIES FOR 1:100 ARI EVENT

Environment Design Management

RSMB Holdings – Yackandandah – Wodonga Road, Yackandandah

12 Lot LDRZ Development Yackandandah Catchment 1 (1 in 100 ARI)

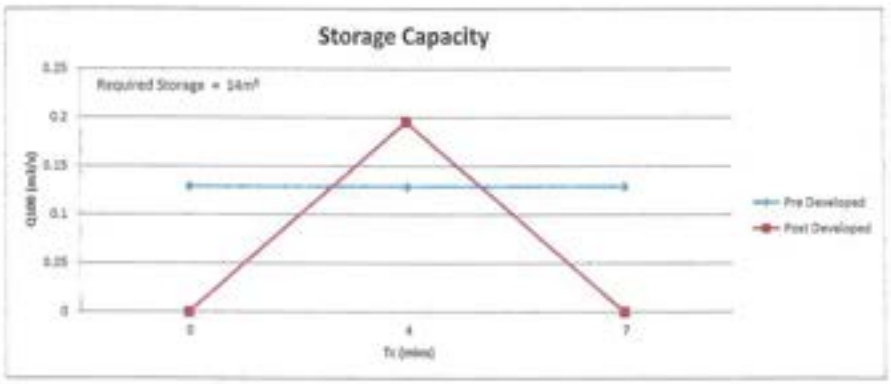
Pre Development flow

		Type	f	C_{10}	Area (km^2)	Tc (min)	Total Time (min)	I(mm/h)	I(mm/h)	C_{10}A	ΣCA	Q_{100}(m3/s)
5507	P/O	1	0.3	0.42	0.01	6	7	168.24	169.00	0.002	0.00	0.13
												0.13

Post Development Flow

		Type	f	C_{10}	Area (km^2)	Tc (min)	Total Time (min)	I(mm/h)	I(mm/h)	C_{10}A	ΣCA	Q_{100}(m3/s)
4000	LDRZ	2	0.45	0.52	0.00	6				0.002		
0	P/O	1	0.3	0.42	0.0000	0	7	184.40	185.00	0.000	0.00	0.20
1507	RR	3	0.75	0.73	0.00	4				0.001		
												0.20

LDRZ Low Density Residential Areas
P/O Park land/Open Space
RR Road Reserve including Road & Foot Path



12 Lot LDRZ Development Yackandandah Catchment 2 (1 in 100 ARI)

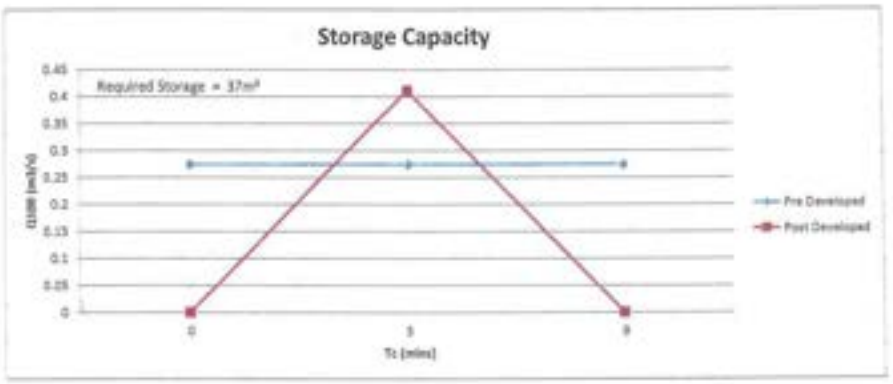
Pre Development Flow

		Type	f	C_{10}	Area (km^2)	Tc (min)	Total Time (min)	I(mm/h)	I(mm/h)	$C_{10}xA$	ΣCA	Q_{100}(m3/s)
13110	P/O	1	0.3	0.42	0.01	9	9	150.78	151.00	0.005	0.01	0.27
												0.27

Post Development Flow

		Type	f	C_{10}	Area (km^2)	Tc (min)	Total Time (min)	I(mm/h)	I(mm/h)	$C_{10}xA$	ΣCA	Q_{100}(m3/s)
9210	LDRZ	2	0.43	0.52	0.01	8				0.005		
0	P/O	1	0.3	0.42	0.0000	0	9	161.71	162.00	0.000	0.01	0.41
3900	RR	3	0.75	0.73	0.00	6				0.003		
												0.41

LDRZ Low Density Residential Areas
P/O Park Land/Open Space
RR Road Reserve Including Road & Foot Path



12 Lot LDRZ Development Yackandandah Catchment 3 (1 in 100 ARI)

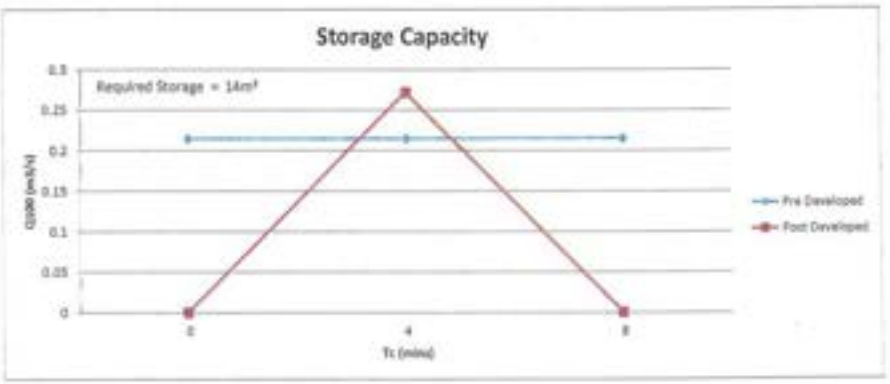
Pre Development Flow

		Type	f	C_{10}	Area (km^2)	Tc (min)	Total Time (min)	I(mm/h)	I(mm/h)	$C_{10}AA$	ΣCA	Q_{100}(m³/s)
9744	P/O	1	0.3	0.42	0.01	8	8	158.87	159.00	0.004	0.00	0.21
												0.21

Post Development Flow

		Type	f	C_{10}	Area (km^2)	Tc (min)	Total Time (min)	I(mm/h)	I(mm/h)	$C_{10}AA$	ΣCA	Q_{100}(m³/s)
9744	RA	2	0.45	0.52	0.01	8				0.005		
0	P/O	1	0.3	0.42	0.0000	0	8	161.21	161.00	0.000	0.01	0.27
0	RR	3	0.75	0.73	0.00	0				0.000		
												0.27

LDRZ Low Density Residential Areas
P/O Park Land/Open Space
RR Road Reserve Including Road & Foot Path



12 Lot LDRZ Development Yackandandah Catchment 4 (1 in 100 ARI)

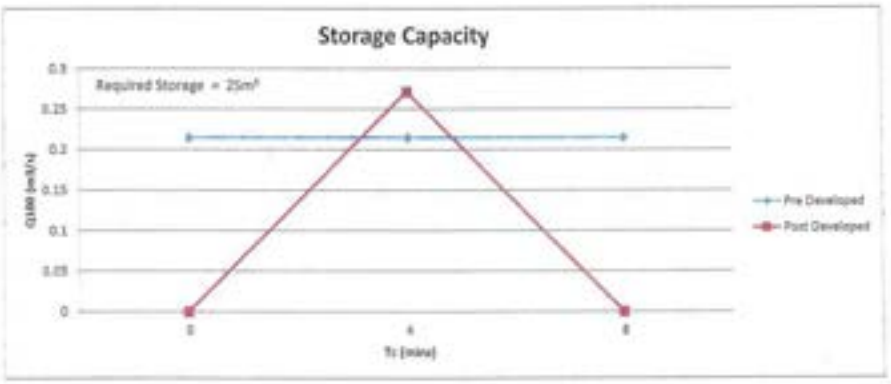
Pre Development Flow

		Type	f	C_{10}	Area (km^2)	Tc (min)	Total Time (min)	I(mm/h)	I(mm/h)	$C_{10}xA$	ΣCA	Q_{100}(m3/s)
32790	P/O	1	0.3	0.42	0.03	12	13	126.91	127.00	0.014	0.01	0.58
												0.58

Post Development Flow

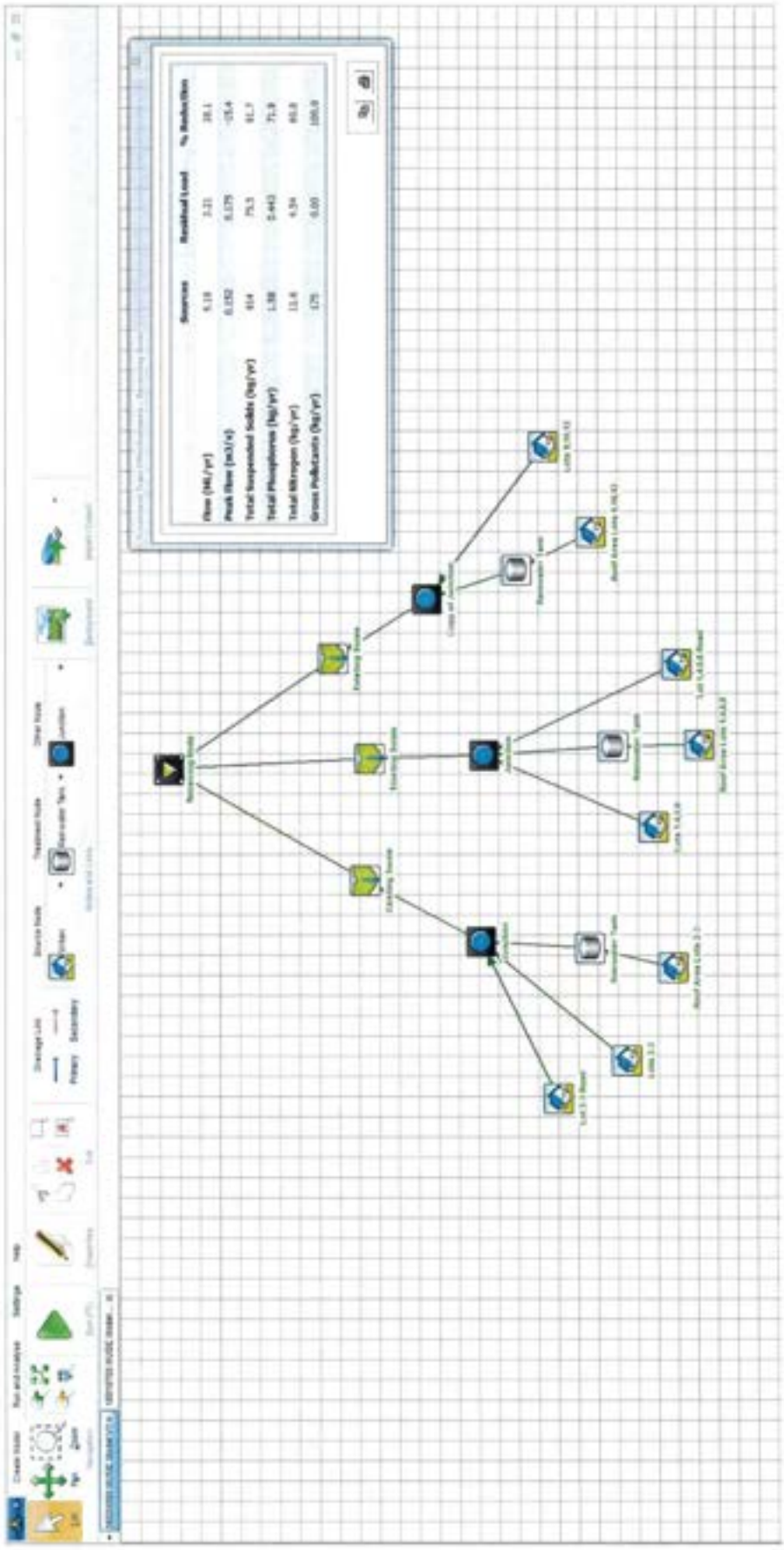
		Type	f	C_{10}	Area (km^2)	Tc (min)	Total Time (min)	I(mm/h)	I(mm/h)	$C_{10}xA$	ΣCA	Q_{100}(m3/s)
32790	LDRZ	2	0.35	0.45	0.03	12				0.015		
0	P/O	1	0.3	0.42	0.0000	0	13	129.64	130.00	0.000	0.01	0.64
0	RR	3	0.75	0.73	0.00	0				0.000		
												0.64

LDRZ Low Density Residential Areas
P/O Park Land/Open Space
RR Road Reserve Including Road & Foot Path



APPENDIX 4

MUSIC MODELLING DETAILS



DRAFT CONDITIONS

Endorsed Plans

Endorsed Plans - Subdivision

1. The subdivision allowed by this permit and shown on the plans endorsed to accompany the permit must not be amended for any reason unless with the prior written consent of the Responsible Authority.

Compliance with Endorsed Plans

2. At all times what the permit allows must be carried out in accordance with the requirements of any plans or documents approved under this permit to the satisfaction of the responsible authority.

Subdivision

Easements

3. All existing and proposed easements and sites for existing and required utility services and roads on the land must be set aside in favour of the relevant authority for which the easement or site is to be created on the plan of subdivision submitted for certification under the Subdivision Act 1988.

Payment in lieu of open space provision under the Subdivision Act 1988

4. Before the Statement of Compliance is issued under the Subdivision Act 1988, the applicant or owner must pay a monetary contribution for public open space of 5 per cent in accordance with a decision of the Council made under section 18 of the Subdivision Act 1988.

   The responsible authority may delay the time for payment of the monetary contribution by agreement in writing with the applicant or owner.

   The applicant / owner must make a written request to Council for a valuation of the land to determine the invoice value.

   If payment of the Public Open Space Contribution is not made within twelve (12) months of the valuation date, the land will be re-valued at each anniversary of the first issue date of the original valuation. Any and all costs associated with the revaluation of the land will be at the applicant/owner's expense.

Completion of landscaping works

5. Before the issue of a Statement of Compliance under the Subdivision Act 1988, or by any later date that is approved in writing by the Responsible Authority, the landscape works shown on the endorsed landscape plans must be carried out and completed to the satisfaction of the Responsible Authority.

S173 – No further subdivision

6. Before the plan of subdivision is certified under the Subdivision Act 1988, the owner must enter into an agreement with the responsible authority under Section 173 of the Planning and Environment Act 1987. The agreement must provide that each lot created will not be further subdivided.

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

Footpaths

7. Prior to statement of compliance, footpaths must be constructed to connect all lots to Yackandandah - Wodonga Road. The footpaths must be designed to the satisfaction of the Responsible Authority and Council's engineering team, and allow connection to any future path along Yackandandah - Wodonga Road.

Cultural Heritage Management Conditions

Cultural Heritage Management Plan (CHMP)

8. The Cultural Heritage Management Plan conditions and measures must be taken before, during and after the activity in accordance with the CHMP Number: 15536 prepared by Red Gum Environmental Consulting, Version 3, dated 01/08/18.

Engineering

Detailed Engineering Plans to be Submitted and Approved

9. The design and scope of engineering plans to be submitted for approval must meet the requirements of the Infrastructure Design Manual (IDM, www.designmanual.com.au) and as well as specific requirements of the responsible authority that are particular to each site. All works must be carried out in accordance with these requirements.

   Prior to the Certification of the Plan of Subdivision and prior to commencement of any works detailed engineering plans must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of the permit.

The plans must be drawn to scale with dimensions and be projected north. Plans must include the following:

- Detailed engineering design for proposed roads, intersections and pavement details.
- Pavement design to be prepared by a suitably qualified civil engineer in accordance with Section 12.7 of the IDM – Pavement Design. Details of testing and pavement design must be included in the detailed engineering plans for approval by Council. Two subgrade tests required during construction.
- Design of access crossings to allotments, as nominated, including vegetation removal, turning templates (where relevant) and any other works necessary to provide safe access to the allotments.
- Stormwater management plan, including design and modelling, providing infrastructure to a 20%AEP for each allotment, with provision for the 1%AEP flood event, provision of WSUD.
- Details of all existing and proposed underground service locations, including services within allotments requiring easements.
- Proposed easements.
- Services and requirements as decided by other authorities.
- Landscaping plan.
- Public street lighting plan, in accordance with the relevant Australian Standards, including the current issue of AS/ANZ 1158 – Lighting for Roads and Public Spaces, where relevant.
- A soil and erosion control plan.
- Street signage, guide post and line-marking plan.

As Built Drawings and Schedule of Quantities are to be submitted

10. Prior to the Statement of Compliance being issued, as built documents must be supplied to and approved by the relevant authority.

    Prior to the Statement of Compliance being issues a Schedule of Quantities and pricing of civil works must be submitted to the relevant authority and accepted.

Internal Court Bowl - Road Works and Civil Works

11. The applicant is responsible for design and construction of all road works and civil works supporting the development. Requirements are:

    - Minimum road reserve width is 20m.
    - 6.2m wide seal, with 1.5m shoulders.
    - Seal must be as a minimum: Prime Coat, 14/7mm two coat seal
    - Court bowl minimum seal radius 10.0m, with 1.5m shoulders.
    - Sealed private driveways between Lot 1/ Lot 4, Lot 5/7 and Lot 9/11, minimum width 3m. Seal must be as a minimum:
        - Prime Coat, 10/7mm two coat seal.
    - Vehicle accesses must be sealed to the property boundary, as a minimum.
    - Before the issue of a Statement of Compliance, the name of the proposed court bowl must be formally approved through Council's road-naming process and endorsed by the relevant Victorian Government naming authority. The applicant must contact Indigo Shire Council's Manager Assets and Property to commence the naming process and must meet all associated application, consultation and approval requirements.

Footpath Wodonga – Yacakandandah Road

12. The applicant must construct a footpath from the development to the bus stop located on Isaacs Avenue adjacent to 7 Viewland Court.

    - Construction specification for footpaths must be in accordance with the IDM standard drawing SD 205 Typical Footpath Detail. All paths to be constructed to the following requirements:
        - 1.5m width;
        - 125mm depth reinforced concrete;
        - 50mm class 3 FCR for bedding;
        - Pram crossing points, including TGSIs at each road crossing, must be provided in accordance with IDM standard drawing SD 200 – Pedestrian Crossing

Stormwater Management

13. The applicant must design the drainage system for the development in accordance with Clause 16 of the IDM – Urban Drainage.

    Prior to certification of the Plan of Subdivision, a stormwater management plan must be prepared, by a suitable qualified engineer, to accommodate stormwater management for the whole development. When approved, the plans will be endorsed and will then form part of the planning permit. The plans must:

    - The development must be designed to ensure that flows downstream of the development are restricted to pre-development levels.
    - Piped drainage must accommodate the 20%AEP.
    - Overland flows must not enter adjoining private properties unless an easement exists
      and accommodates passage and the magnitude of the overland flows.
    - Water Sensitive Urban Design aspects must be investigated and incorporated in accordance CSIRO's Urban Stormwater Best Practice Environmental Guidelines.
    - Runoff must not enter an adjoining property unless the flowpath is protected by a drainage easement.
    - Suitable drainage outfall to each lot with the exception of Lots 7,8 and 10 that are likely to drain via overland flow to Marcus Creek.
    - All culvert levels, diameters and endwall types.

Stormwater Treatment

14. Prior to discharge of stormwater from development stormwater must be treated to remove contaminates to the minimum standard listed in EPA publication 1739.1 (2021) Urban Stormwater Management Guidance and the below table. Prior to issue of construction certificate details of proposed treatment system must be submitted to council for acceptance. Discharge velocity and flows of treated water must be to predevelopment flow, calculations to support this to be submitted with construction certificate for assessment.

    - Gross Pollutant Removal 70%
    - Suspended Solids 80%
    - Total Nitrogen 45%

- Total Phosphorus 45%

Provision of a stormwater drainage discharge point to each allotment including the construction of stormwater outfall drains as required. Drains must be constructed under the supervision of Council and in accordance with plans and specifications approved by Council.

Street Lighting

15. Prior to the issuing of the Statement of Compliance street lighting must be installed to relevant Australian Standards. Light poles must be of a type that is included in the standard maintenance schedule of the relevant power distribution authority, and is subject to the approval of the responsible authority. Lanterns must be Silvania StreetLED 18W or an approved equivalent. All street lighting design plans must be submitted to Indigo Shire Council for approval. Design plans must show street light type and illumination area of each street light.

Landscape Works and Street Trees

16. In the internal road reserve, one street tree must be provided for each new allotment, and two trees for each corner allotment. Other opportunities for additional plantings should be indicated on the landscaping plans. Species must be in accordance with Appendix B: Indigo Shire – Proposed Street Tree Themes, Appendix K: Indigo Shire – Summary of Nominated Species List and consultation with the relevant authority.

    Prior to the certification of the plan, a detailed landscape plan must be submitted for approval and approved prior to planting of trees.

    The applicant must maintain all vegetation in road reserves associated the development, for a period of 24 months from the date of issue of the Statement of Compliance. Any trees that die or are deemed by Council to need replacement due to lack of maintenance or watering during this period must be replaced at the developers cost. The 12 month maintenance period recommences on the replacement of any street tree.

Protection of Existing Street Trees

17. No excavation is allowed within 2.5 metres of the surface of the trunk of any existing street tree unless otherwise approved by the responsible authority. No tree roots over 50mm in diameter within the drip line of the tree are to be cut except at the direction of Council's Works Officer (p) 1300 365 003. Any tree root severed due to excavation must be neatly cut

square using a hand saw. This permit does not authorise the applicant to remove, trim or otherwise damage street trees within the vicinity of works. Should a tree be damaged, all replacement or arborist's costs must be borne by the applicant. All works must be in accordance with Council's Tree Management Plan.

This permit does not authorise the applicant to remove, trim or otherwise damage street trees within the vicinity of works. To remove or trim street trees a separate consent is required. Should a tree be damaged, all replacement or arborist's costs must be borne by the applicant. All works must be in accordance with Council's Tree Management Plan.

At least one street tree must be provided for each new allotment, and two trees for each corner allotment in accordance with Council approved species. Other opportunities for additional plantings should be indicated on the landscaping plans.

Environmental Management – Sediment Pollution Control

18. Prior to the commencement of any works, an Erosion and Sediment Control Plan must be submitted to and approved by the Responsible Authority. The plan must be prepared in accordance with EPA Victoria Publication 1834, Civil Construction, Building and Demolition Guide (Version 2, September 2025), as amended. The approved plan must be implemented and maintained to the satisfaction of the Responsible Authority for the duration of the works.

Lots to be Pegged Out

19. Prior to the Statement of Compliance proposed allotment boundaries must be pegged out on site.

Defects liability period for development

20. Clause 8 - Defects Liability Period for Developers of the IDM applies to this development. The developer must enter into an agreement with Council regarding this defect liability period prior to the issue of Statement of Compliance.

    Following practical completion of all construction works, a defect liability period of 12 months will apply to all assets to be inherited by Council.

    A Guarantee of Work equal to 5% of the total cost of roads, drainage and hard landscaping must be provided to Council prior to the Statement of Compliance. This Guarantee will beheld by Council until satisfactory completion of any rectification of defects following the

12month defect liability period. If the applicant fails to complete rectification works, Council will call on the Guarantee to fund the works.

The applicant must maintain street trees for a period of 24 months from the date of practical completion of the tree planting. Any trees that die or are deemed by Council to need replacement due to lack of maintenance or watering during this period must be replaced at the developers cost. The 24-month maintenance period recommences on the replacement of any street tree.

Subdivision Fees

21. Prior to issuing of the statement of compliance the applicant must pay, to Council, Plan Checking Fees of 0.75% and Engineering Inspection Fees of 2.5% of the cost of construction works.

Mandatory Conditions - Subdivision

Mandatory Condition – Telecommunications Pt 1

22. The owner of the land must enter into an agreement with:

- 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
- 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 (NBN) will not be provided by optical fibre.

Mandatory Condition - Telecommunications Pt 2

23. Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:

- a 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
- 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.

DEECA conditions

Notification of permit conditions

24. Before works start, the permit holder must advise all persons undertaking the vegetation removal or works on site of all relevant permit conditions and associated statutory requirements or approvals.

Native vegetation permitted to be removed, destroyed or lopped

25. The native vegetation identified in NVRR ID 334_20250624_6VH (dated 24/06/2025) and permitted to be removed, destroyed or lopped under this permit is 1.728 hectares of native vegetation, which is comprised of:
    - 1.636 hectares patches of native vegetation
    - 2 small trees
    - 1 large tree

Native vegetation offsets

26. To offset the removal of 1.728 hectares of native vegetation, the permit holder must secure a native vegetation offset in accordance with the Guidelines for the removal, destruction or lopping of native vegetation (DELWP 2017). The permit holder must secure the following offsets:
    a. general offset of 0.4980 general habitat units:
        i. located within the North East Catchment Management boundary or Indigo municipal area
        ii. with a minimum strategic biodiversity value of at least 0.5406
    b. The offset(s) secured must provide protection of at least 1 large tree.

Offset evidence

27. Before any native vegetation is removed, evidence that the required offset for the project has been secured must be provided to the satisfaction of the responsible authority. This evidence must be one or both of the following:

a. a. an established first party offset site including a security agreement signed by both parties, and a management plan detailing the 10-year management actions and ongoing management of the site,
b. credit extract(s) allocated to the permit from the Native Vegetation Credit Register.

Offset evidence

28. A copy of the offset evidence will be endorsed by the responsible authority and form part of this permit.

Construction management plan

29. Before any works start, including removal of native vegetation, a Construction Environmental Management Plan (CEMP) must be prepared to the satisfaction of the responsible authority and submitted to and approved by the responsible authority. When approved, the CEMP will form part of this permit. The CEMP must include (but not necessarily be limited to) details regarding the following:

    a. Measures to be implemented to protect the native vegetation to be retained during construction works, and the person/s responsible for implementation and compliance.

       These measures must include the erection of a native vegetation protection fence around all native vegetation to be retained on site, to the satisfaction of the responsible authority, including the tree protection zones of all native trees to be retained. All tree protection zones must comply with AS 4970-2025 Protection of Trees on Development Sites, to the satisfaction of the responsible authority
    b. All recommendations identified in the Flora and Fauna Assessment, Crambrook Close Yackandandah, (Hamilton Environmental, 26 June 2025) to avoid and minimise the impacts of construction works on surrounding environments and biodiversity
    c. Details and requirements regarding wildlife management, particularly when removing trees containing hollows. This may be a separate plan but must identify (in accordance with advice from a qualified ecologist); pre-clearance survey/s, which are to be undertaken within an appropriate timeframe before impacts occur; native fauna salvage, handling or relocation; and details pertaining to timing of works to avoid impacts during key times such as breeding and nesting periods.

(Note: Wildlife advice, survey/s, salvage and handling needs to be undertaken by qualified ecologist and/or wildlife handler)

d. Location of stockpile, storage, parking and vehicle/machinery storage areas, ensuring they are not located in areas that will impact on native vegetation.
e. Details of mitigation measures before, during and after the construction phase, including weed control, sediment control, erosion and drainage management, rehabilitation and stabilisation of the site, vehicle/plant hygiene etc
f. Monitoring and reporting requirements for all aspects of the construction phase, and all components of, and actions set out in the approved CEMP.

All persons undertaking works on site must be fully briefed on all aspects and requirements of the endorsed CEMP. All works constructed or carried out must be in accordance with the endorsed CEMP and to the satisfaction of the responsible authority.

Protection of vegetation to be retained

30. Before works start, native vegetation protection fencing must be erected around or along native vegetation to be retained on and in the direct vicinity of the work site/footprint. This fencing must be erected in accordance with the AS 4970-2009 (now AS 4970-2025) Protection of Trees on Development Sites. The fence must be constructed of highly visible, durable materials to the satisfaction of the responsible authority. The protective fence must remain in place until all works are completed to the satisfaction of the responsible authority.

Protection of vegetation to be retained

31. Except with the written consent of the responsible authority, within the area of native vegetation to be retained and any tree or vegetation protection zone associated with the permitted use and/or development, the following is prohibited:

a. vehicular access
b. trenching or soil excavation
c. storage or dumping of any soils, materials, equipment, vehicles, machinery or waste products
d. entry and exit pits for the provision of underground services
e. any other actions or activities that may result in adverse impacts to retained native vegetation.

Additional Permit Conditions

32. All allotment/s containing large (native) trees to be retained must include building envelopes which clearly delineates the developable areas, avoiding the large trees and the Tree Protection Zone (TPZ). A notation on the plan for each affected allotment/s needs to be included, clearly explaining that no buildings are to be constructed outside of the designated building envelope area.

    Note: The EDM Group, Drawing No. 060248_DA02_15May25, identifies proposed allotment 11 as containing four large remnant native trees identified in the Flora and Fauna Assessment, Crambrook Close Yackandandah, (Hamilton Environmental, 26 June 2025) as Tree number; 8, 9, 10 and 12.

DTP Conditions

Only one (1) access

33. There must be only one (1) access from the subject land to Yackandandah-Wodonga Road as shown on the plans appended to the application. No direct access from individual lots to Yackandandah-Wodonga Road is permitted.

Functional Layout Plan

34. Before the plan of subdivision is submitted to the Responsible Authority for certification under the Subdivision Act 1988, a functional layout plan must be submitted to and approved by the Head, Transport for Victoria. When approved by the Head, Transport for Victoria, the plans must be endorsed by the Responsible Authority and will then form part of the permit.

    Unless otherwise agreed in writing, the functional layout plan must include:

    a. A BAR treatment on Yackandandah-Wodonga Road.
    b. A BAL treatment on Yackandandah-Wodonga Road.
    c. Appropriate signage and line marking.
    d. Safe Intersection Sight Distance (SISD) must be achieved as per Austroads Guide to Road Design Part 4A for SISD.
    e. All existing, removed and relocated vegetation, services - bus stops, road signage etc.
    f. Removal of all disused and redundant accesses.

Functional layout plan stage road safety audit

35. A functional layout plan stage road safety audit must be submitted to and approved by the Head, Transport for Victoria. The road safety audit must be undertaken by a suitably qualified road safety auditor.

Road works

36. Unless agreed to in writing, prior to the issue of a Statement of Compliance for the subdivision, the following road works must be completed, at no cost to the Head, Transport for Victoria and to the satisfaction of the Head, Transport for Victoria and the Responsible Authority:

    a. All road works identified in the approved functional layout plan.

    b. Any works identified in the road safety audit.

    c. Any other works required.

Access must be maintained

37. The access must be maintained in a fit and proper state so as not to compromise the ability of vehicles to enter and exit the site in a safe manner or compromise operational efficiency of the road or public safety (e.g. by spilling gravel onto the roadway).

Vehicles must enter and exit in a forward direction

38. All vehicles must enter and exit the subject land in a forward direction.

NECMA Conditions

Stormwater

39. Development of the site is required to demonstrate that all stormwater discharged from the site complies with storm water quality and quantity treatment objectives (VPP Clause 56.07-4 Stormwater management objectives, Standard C25). Treatment of stormwater quality and quantity must occur prior to discharge to receiving waterways to ensure protection of downstream waterways. Compliance must be demonstrated and works designed and constructed to the satisfaction of the Responsible Authority.

Buildings constructed only within the building envelope

40. Prior to the Certification of the Plan of Subdivision the building envelope shown on PS840962C shall be shown as a restriction on the Plan of Subdivision, requiring that all future buildings (inclusive of sheds and outbuildings) shall be constructed only within the

building envelope. The building envelope shall be recorded on the Register under the Transfer of Land Act 1958 in relation to the relevant allotment.

North East Water Standard Subdivision Conditions

Agreement - Water

41. The owner of the subject land (or applicant in anticipation of becoming the owner) is required to enter into a legal agreement with North East Water detailing the works to be constructed, and other requirements to be met, necessary for the provision of reticulated water supply to each of the lots and proposed dwellings, within the development, at the owners cost, to the satisfaction of North East Water, provided:

    a. where the development is staged, a number of agreements may be required for separate stages; and

    b. each agreement must be in accordance with North East Water policy and requirements applying at the time of entry into the relevant agreement.

Agreement - Sewer

42. The owner of the subject land (or applicant in anticipation of becoming the owner) is required to enter into a legal agreement with North East Water detailing the works to be constructed and other requirements to be met, necessary for the provision of reticulated sewerage services to each of the lots and proposed dwellings, within the development, at the owners cost, to the satisfaction of North East Water, provided:

    a. where the development is staged, a number of agreements may be required for separate stages; and

    b. each agreement must be in accordance with North East Water policy and requirements applying at the time of entry into the relevant agreement.

Staged Subdivision - Capacity Constraints

43. Where the development (including any subdivision) occurs in stages the availability of water supply and sewerage services may be delayed having regard to NEW system capacity, conditions in relation to which shall be detailed in the relevant agreement for water supply and/or sewerage services.

Works Requirements

44. The works required to be constructed for the provision of water supply and sewerage services must include, where so required by and to the satisfaction of, North East Water:

    a. works external to the subject land to allow connection to the North East Water water supply and sewerage systems;

    b. the vesting at no cost of such of those works required by North East Water, to North East Water ("Developer Works"); and

    c. works to ensure compatibility with and allowance for, other developments being served through existing and future North East Water infrastructure, including the Developer Works

    d. internal or private works within the development, in accordance with applicable plumbing standards and providing adequate pressure and service levels.

Modification Requires Consent

45. Any modification to the development approved under this permit, including an increase or decrease in the number of dwellings or lots (or both) or the inclusion of additional land, requires the further consent of and may be subject to modified conditions, to the satisfaction of, North East Water.

Customer Contribution - Water

46. Prior to the issue of a Statement of Compliance, the applicant must pay a new customer contribution determined in accordance with North East Water's policy for development charges applicable to the water supply system currently servicing the area in which the subject land is located.

Customer Contribution - Sewer

47. Prior to the issue of a Statement of Compliance, the applicant must pay a new customer contribution determined in accordance with North East Water's policy for development charges applicable to sewers and disposal systems currently servicing the area in which the subject land is located.

Sewerage Easements Required

48. The applicant must create easements to the satisfaction of and in favour of North East Water, over all existing and proposed sewerage facilities within the proposed subdivision.

Independent Water Supply

49. The applicant must ensure that private water services do not traverse property boundaries and are independently supplied from a point of supply approved by North East Water.

Applicant to provide easements

50. The applicant must provide easements through other land, to the satisfaction of North East Water, if such easements are considered necessary for the efficient and economic servicing of the subject land.

Development Charges

51. That the applicant pays applicable charges determined in accordance with North East Water's policy for development charges, applicable from time to time towards North East Water's sewers and disposal systems servicing the area to which the permit applies.

Conditions Apply Across Stages

52. Where the subject land is developed in stages, the North East Water conditions will apply to any subsequent stage of the subdivision.

Easement Removal in Future Roads

53. Where an easement created in favour of North East Water is located within a proposed road reserve in a future stage, prior to the certification of the plan of subdivision for that stage, the applicant must formally remove the easement from the title to the land.

Completion of Works

54. North East Water's consent to the issue of a Statement of Compliance under the Subdivision Act 1988 is conditional upon completion of all works, and meeting all requirements set out in this permit and any relevant agreement with, North East Water.

Referral Required

55. The plan of subdivision for certification must be referred to North East Water in accordance with Section 8 of the Subdivision Act 1988.

Ausnet Conditions

Certification

56. The Plan of Subdivision must be submitted for certification and referred to AUSNET ELECTRICITY SERVICES PTY LTD in accordance with Section 8 of the Subdivision Act 1988.

Ausnet Agreement

57. Prior to Certification, the applicant must enter into an agreement with AusNet Electricity Services Pty Ltd for supply of electricity to each lot on the endorsed plan.

Ausnet Agreement

58. Prior to Certification, the applicant must enter into an agreement with AusNet Electricity Services Pty Ltd for the rearrangement of the existing electricity supply system.

Ausnet Agreement

59. Prior to Certification, the applicant must enter into an agreement with AusNet Electricity Services Pty Ltd for rearrangement of the points of supply to any existing installations affected by any private electric power line which would cross a boundary created by the subdivision, or by such means as may be agreed by AUSNET ELECTRICITY SERVICES PTY LTD.

Ausnet Easements

60. The applicant must provide easements satisfactory to AUSNET ELECTRICITY SERVICES PTY LTD for the purpose of "Power Line" in the favour of "AUSNET ELECTRICITY SERVICES PTY LTD" pursuant to Section 88 of the Electricity Industry Act 2000, where easements have not been otherwise provided, for all existing AUSNET ELECTRICITY SERVICES PTY LTD electric power lines and for any new power lines required to service the lots on the endorsed plan and/or abutting land.

Other easements

61. Obtain for the use of AUSNET ELECTRICITY SERVICES PTY LTD any other easement required to service the lots.

Easement

62. Adjust the position of any existing AUSNET ELECTRICITY SERVICES PTY LTD easement to accord with the position of the electricity line(s) as determined by survey.

Subdivision Reserves

63. Set aside on the plan of subdivision Reserves for the use of AUSNET ELECTRICITY SERVICES PTY LTD for electric substations.

Substation

64. Given the existing 22kV feeder is a REFCL feeder, additional HV underground assets will trigger the need for a REFCL isolating substation. Should this be required, an additional reserve may be required on the plan of subdivision for the use of AUSNET ELECTRICITY SERVICES PTY LTD for electric substations.

Electric substations

65. Provide survey plans for any electric substations required by AUSNET ELECTRICITY SERVICES PTY LTD and for associated power lines and cables and executes leases for a period of 30 years, at a nominal rental with a right to extend the lease for a further 30 years. AUSNET ELECTRICITY SERVICES PTY LTD requires that such leases are to be noted on the title by way of a caveat or a notification under Section 88 (2) of the Transfer of Land Act prior to the registration of the plan of subdivision.

Certification

66. Provide to AUSNET ELECTRICITY SERVICES PTY LTD a copy of the plan of subdivision submitted for certification that shows any amendments that have been required.

Alternative electricity supply

67. Agree to provide alternative electricity supply to lot owners and/or each lot until such time as permanent supply is available to the development by AUSNET ELECTRICITY SERVICES PTY LTD. Individual generators must be provided at each supply point. The generator for temporary supply must be installed in such a manner as to comply with the Electricity Safety Act 1998.

Necessary auditing to be completed

68. Ensure that all necessary auditing is completed to the satisfaction of AUSNET ELECTRICITY SERVICES PTY LTD to allow the new network assets to be safely connected to the distribution network.

Time Limits

Permit Expiry - Subdivision

69. This permit will expire if one of the following circumstances applies:

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

    b. The subdivision is not completed within 5 years of the date of certification.

    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.

The commencement of the subdivision is regarded by Section 68(3A) of the Planning and Environment Act 1987 as the certification of the plan, and completion is regarded as the registration of the plan.

Notes

DEECA - No run-off

70. No polluted and/or sediment laden run-off is to be discharged directly or indirectly onto adjoining Crown land (Marcus Creek). Overland flows must be maintained at the same rate post-development as on the undeveloped land.

DEECA - Wildlife

71. All native wildlife in Victoria is protected under the Wildlife Act 1975, and approval to remove native vegetation does not exempt the development/activities/works from other statutory obligations under the Wildlife Act 1975. Where works may impact on native fauna, and or habitat used by native fauna, the applicant/project staff/contractors must ensure that measures are implemented, and to act in a manner that does not harm, injure or kill wildlife.

    Prior to removal of vegetation, landholders/project managers are advised to determine whether a Wildlife Act authorisation is required.? For further information please visit https://www.vic.gov.au/wildlife-licences-and-permits.

DEECA - Works on public land

72. Works or other activities on public land (or Public Authority with freehold land), which may affect protected native plants, may require a Protected Flora Permit under the Flora and Fauna Guarantee (FFG) Act 1988. All native vegetation likely to be affected should be checked against the most up to date Protected Flora List (DEECA) to determine whether FFG approvals are required. Protected Flora Permits can be obtained from the regional DEECA office (NEP_hume@deeca.vic.gov.au).

DEECA - No exemption from other Commonwealth and State legislation or policy

73. The granting of this permit does not exempt the holder of a permit from the requirements of other Commonwealth and State legislation or policy.

DTP - Consent for Works

74. Separate consent for works within the road reserve and the specifications of these works is required under the Road Management Act 2004. For the purposes of this application the works will include provision of:

    a. All works identified in the approved functional layout plan.

    b. Any other works required.

13 COMMUNITY AND ECONOMIC DEVELOPMENT

13.1 MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN - ANNUAL REVIEW 2025-26

Jess Reid - Manager Community Development
Community and Economic Development

For Decision

RECOMMENDATION

That Council:

1. Notes the current progress made in delivering actions within the Indigo Shire Municipal Public Health and Wellbeing Plan 2025-2029; and
2. Adopts the Indigo Shire Municipal Public Health and Wellbeing Plan – Annual Report 2025-2026.

PURPOSE OF REPORT

This report presents the Indigo Shire Municipal Public Health and Wellbeing Plan 2025–2029 (the Plan) - Annual Review for 2025-26 for Council's consideration and adoption. The annual review is required under the *Public Health and Wellbeing Act 2008* and provides an assessment of implementation progress, outcomes, partnerships, family violence prevention and response measures, emerging needs and notes whether any amendments to the Plan are required.

BACKGROUND

The *Public Health and Wellbeing Act 2008* requires councils to produce a Municipal Public Health and Wellbeing Plan (the Plan) every four years. This Plan is the primary mechanism for planning, coordinating, and delivering services and initiatives to improve local public health and wellbeing by councils and partner organisations. This requirement ensures health planning remains aligned with current community needs and the council's strategic direction while maintaining continuity of public health initiatives.

Section 26(4) of the Act also requires Council to review the Plan annually and, where appropriate, amend it. The review must include the measures implemented to prevent family violence and respond to the needs of victim-survivors in the local community.

The Indigo Shire Plan (2025–2029) commenced in October 2025 and is aligned with the Community Vision 2035 and Council Plan 2025–2029. The 2025-26 review is the first annual assessment in the four-year planning cycle. It draws on quarterly action-plan updates, available local and state data, and input from Council officers, the Municipal Public Health and Wellbeing Working Group and partner organisations.

DISCUSSION

The annual review assessed delivery of the Plan's 59 actions across the following six focus areas:

1. Preventing All Forms of Violence
2. Improving Wellbeing
3. Increasing Active Living
4. Tackling Climate Change and its Impacts on Health
5. Healthy Eating and Food Security
6. Reducing Harm from Alcohol, Drugs, Tobacco and e-Cigarettes.

Overall implementation of the Plan is on track. Two actions are complete, forty-four are being delivered as ongoing, six are in progress and seven are not yet due to commence. Key achievements include delivery of:

- The Stronger Together community cohesion program
- Establishment of the Municipal Public Health and Wellbeing Plan Working Group
- Completion and submission of the Gender Equality Action Plan 2026–2030
- Delivery of three Walks Against Violence and the Left Write Hook program
- Funding and progress for recreation infrastructure
- Completion of the Extreme Heat Plan and continued operation of Cool Relief Spaces
- Transition the majority of Council assets to renewable electricity through the VECO agreement, and
- Continued advocacy for improved access to health and mental health services.

The review specifically considered Council's family violence prevention and response measures. Family violence incidents declined from 209 in 2023 to 166 in the year ending March 2026, a reduction of 20.6 per cent. Indigo Shire's incident rate also remained below the Victorian rate. Prevention, response and partnership activity included the 16 Days of Activism, Walks Against Violence, Left Write Hook, inclusive library Storytimes, IDAHOBIT activities, participation in the Local Safety Committee and implementation of gender equality governance requirements. While the trend is positive, available data confirms that family violence remains strongly gendered and requires continued focus on gender equality, primary prevention, community safety, and support for victim-survivors.

Partnership delivery has been strengthened through the Municipal Public Health and Wellbeing Plan Working Group, with participation from Health Services (Beechworth Health Service, Glenview Health), Neighbourhood Houses (Quercus, Chiltern Neighbourhood House, Yackandandah Community Centre), the Department of Families, Fairness and Housing, Women's Health Goulburn North East, the Ovens Murray Public Health Unit, Melbourne University and a community youth representative. The group has reviewed progress, shared program updates, identified co-delivery opportunities and commenced discussions on shared measurement, data collection and reporting.

Key challenges include limited access to current baseline data for the Healthy Eating and Food Security and Reducing Harm from Alcohol, Drug, Tobacco and E-cigarette Use focus areas, static resourcing and budget capacity, and the ongoing development of the Community Development Framework (Life Stages Plan) and Reconciliation Action Plan. These matters will be priorities for 2026-27.

The review found that no amendments to the Plan 2025-2029 are required at this stage.

OPTIONS

Option 1 - Adopt the Annual Review (Recommended). This option meets Council's legislative obligation, provides transparent reporting on first-year implementation and confirms the priorities for 2026-27.

Option 2 - Adopt the Annual Review with amendments. Council may request changes before adoption. Any changes should remain consistent with the evidence collected through the review and the requirements of the *Public Health and Wellbeing Act 2008*.

Option 3 - Do not adopt the Annual Review. This option is not recommended, as it would delay formal acknowledgement of implementation progress and may compromise Council's ability to demonstrate compliance with the annual review requirement.

STRATEGIC CONTEXT

COUNCIL PLAN 2025 – 2029	
Theme	1. Places and Communities
Strategic Objective	1.1 Community Infrastructure and Facilities - Develop and maintain inclusive, accessible infrastructure and facilities that enhance liveability, encourage physical activity, and strengthen community connections. 1.2 Community Wellbeing, Inclusion and Social Connection - Foster inclusive communities where all people feel valued, connected, and have opportunities to participate in community life, access services, and enjoy positive health and wellbeing regardless of age, ability, or background. 1.4 Safety and Resilience - Build community resilience and enhance safety through place-based approaches, environmental design, and emergency preparedness. 3.3 Emergency Preparedness and Climate Resilience - Build community and infrastructure resilience to climate change and climate-related emergencies through planning, education and strategic risk management. 4.4 Advocacy and Intergovernmental Relations - Build strategic partnerships and alliances to effectively represent community interests and secure equitable support from other levels of government and relevant agencies.
Key Strategy	1.1.2 Develop and implement a strategic approach to accessible and inclusive public spaces, recreation facilities, and active living programs that support a socially and physically active community across all life stages and abilities. 1.2.2 Support families with access to early years services and support the need to be healthy, happy and safe in their communities. 1.2.3 Engage with local young people in an empowering way, providing opportunities to connect, learn and lead in their communities. 1.2.5 Deliver targeted recreational and wellbeing programs across all life stages that support positive health outcomes and social connection. 1.2.6 Support vulnerable community members through targeted services and programs. 1.2.8 Empower the community to thrive by supporting events and initiatives that enable social inclusion, community activation, recognition and improve health and wellbeing. 1.2.9 Foster and build positive and respectful relationships and partnerships with Traditional Owners and the Aboriginal and Torres Strait Islander community. 1.2.12 Promote and implement diversity and inclusion principles across all Council services and programs. 1.2.13 Advocate for improved healthcare accessibility for all life stages. 1.4.1 Improve emergency preparedness and climate resilience at the community level. 1.4.2 Address community safety concerns through environmental design and infrastructure. 3.3.2 Implement community education programs on climate adaptation and resilience.

The Plan aligns with the Community Vision and the Council Plan 2025-2029 and is part of the integrated planning framework that will guide council's actions for the next four years. The Plan builds upon previous strategic planning and aligns where possible to health service partners and state government agencies catchment planning.

The Plan also informs other council plans and strategies, including the Council Plan 2025-2029, Asset Plan, and annual budget processes.

SOCIAL/COMMUNITY IMPLICATIONS

The Plan supports the social and cultural fabric of Indigo Shire by promoting safety, inclusion, connection, active living and equitable access to services across all life stages. Activities delivered in 2025-26 supported people at risk of isolation, young people, older residents, families, victim-survivors, LGBTQIA+ community members and other vulnerable cohorts. Continued partnership delivery will help extend the reach of programs and respond to local needs.

ENVIRONMENTAL IMPLICATIONS

Focus Area 4: Tackling Climate Change and its Impacts on Health directly addresses the health impacts of climate change and supports Council's environmental and emergency management objectives.

During 2025-26 Council updated the Extreme Heat Plan, continued to support Cool Relief Spaces, progressed renewable electricity through the VECO agreement, commenced a Climate Risk Assessment, supported community energy upgrades and contributed to community education and regional emergency preparedness.

FINANCIAL IMPLICATIONS

	Approved Budget $	This Proposal $	Variance to Approved Budget $	Comments
Revenue	$0	$0	$0	
Expense	$525	$525	$0	Graphic design fees
Net Result	($525)	($525)	($0)	

The Plan Annual Review 2025-26 was developed in house with existing resources and expertise from Council officers and the Municipal Public Health and Wellbeing Plan Working Group.

Ongoing implementation of the actions within the Plan will require a financial contribution from council. This financial requirement will be considered through the annual budget development process and Council's long-term financial plan.

LEGISLATIVE IMPLICATIONS

Section 26 of the *Public Health and Wellbeing Act 2008* requires Council to prepare a Plan every four years; and to involve the community in its development, implementation and evaluation; specify partnership arrangements; conduct an annual review and amend the Plan where appropriate. The annual review must also include measures implemented to prevent family violence and respond to the needs of victim-survivors. This annual review has been prepared to meet these requirements.

RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Current Risk Rating	Controls
Failure to complete and adopt the annual review may result in non-compliance with legislative obligations and reduced transparency regarding delivery of the Plan.	Rare	Insignificant	Negligible	Annual monitoring and reporting Quarterly action-plan updates Oversight by responsible Council teams Advice from the Municipal Public Health and Wellbeing Working Group Partnership delivery Escalation of emerging data, resource or implementation issues through Council's planning and budget processes.

The annual review provides an opportunity to celebrate achievements, strengthen cross-sector partnerships, improve shared data collection and evaluation, target effort to areas where improvements are required, and use the findings to inform future resource allocations. It will also build the evidence base for evaluation of the Plan 2025-2029 at the end of the four-year cycle.

COMMUNITY ENGAGEMENT

Engagement undertaken

The review was informed by quarterly progress updates provided by Council officers responsible for actions in the Plan and by engagement with the Municipal Public Health and Wellbeing Plan Working Group and partner organisations. The Working Group met during the reporting period to review implementation, exchange program updates and identify opportunities for aligned or jointly delivered actions, projects and programs.

Engagement outcomes

Engagement confirmed that implementation is on track and that the partnership model is a key strength. It identified a need to improve baseline data, shared measurement, evaluation and reporting.

Engagement proposed

Following adoption of the annual review, Council will continue to engage the Municipal Public Health and Wellbeing Plan Working Group, health services, neighbourhood houses, relevant government departments, specialist agencies, and community representatives in implementing and monitoring the Plan. Priorities include establishing agreed baseline measures, exploring shared data collection and reporting, and identifying partnership actions for 2026-27.

CONCLUSION

Indigo Shire Council plays a critical role in protecting, improving and promoting the health and wellbeing of the community. The first annual review of the Plan 2025–2029 demonstrates that delivery is on track, with substantial activity across all six focus areas and strong support from partner organisations.

The review identifies positive progress, including a sustained decline in reported family violence incidents, expanded social connection initiatives, investment in active living infrastructure and strengthened climate resilience. It also identifies clear priorities for 2026-27, particularly improving access to baseline data, shared evaluation, completion of strategies and targeted attention to healthy eating, food security and substance-use harm reduction.

The review found that no amendments to the Plan 2025-2029 are required at this stage.

DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

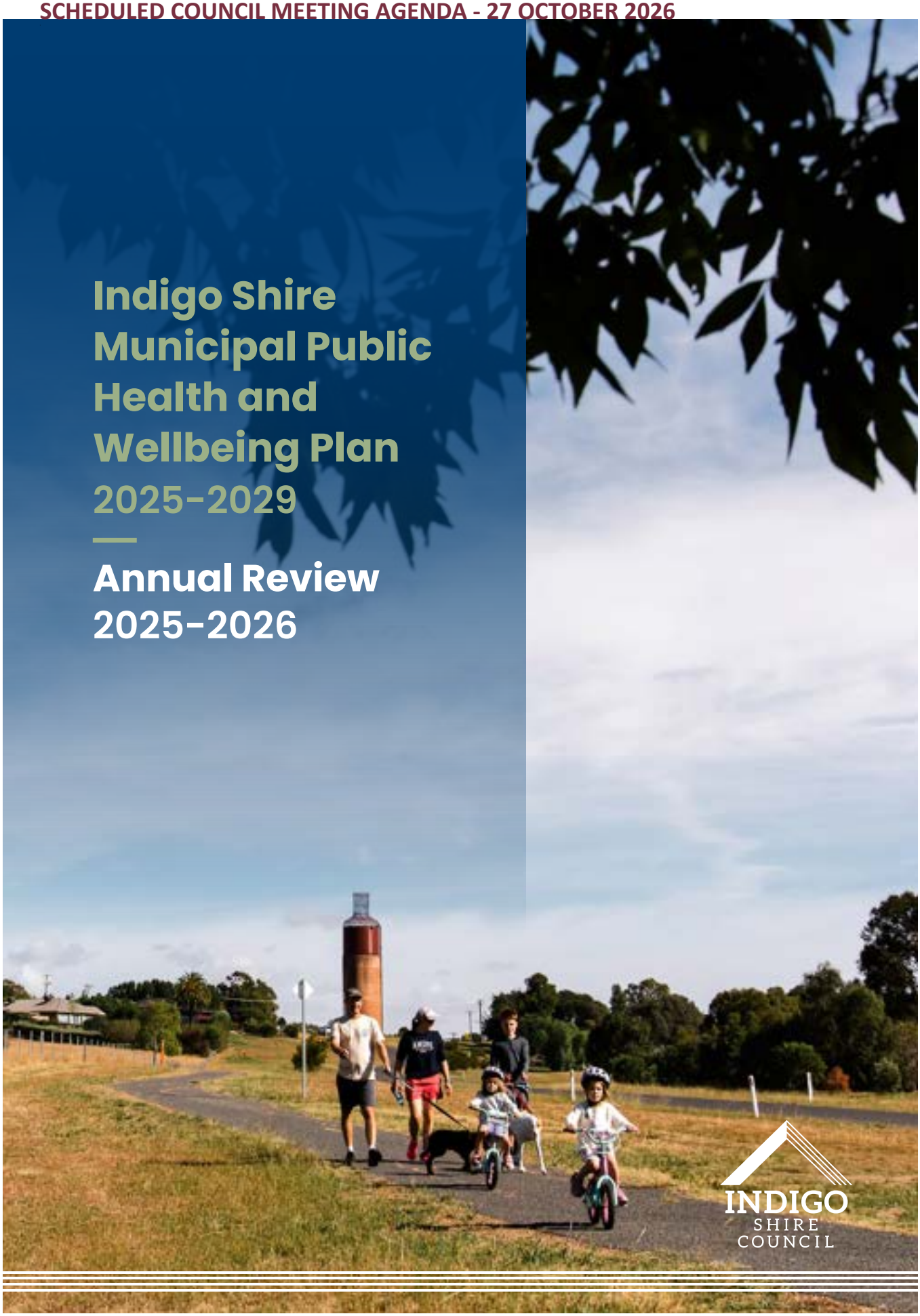
- Sally Rice - Director Community & Economic Development
- Jess Reid - Manager Community Development
- Mark De Campo - Community Development Coordinator

Attachments

1. Indigo Shire MPHWP 2025-2029 Annual Review 25-26 FINAL [**13.1.1** - 35 pages]

Indigo Shire Municipal Public Health and Wellbeing Plan 2025-2029

Annual Review 2025-2026





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Introduction

At Indigo Shire Council, we recognise that community prosperity depends on the physical and mental wellbeing of all our residents and health and wellbeing encompasses the complete physical, mental and social wellbeing of our community across all life stages.

The Indigo Shire Municipal Public Health and Wellbeing Plan 2025-2029 sits alongside the Council Plan 2025-2029 and sets out our strategic approach to improving health and wellbeing outcomes across our Shire over the next four years. The Municipal Public Health and Wellbeing Plan 2025-2029 plan fulfils our legislative requirements under the Public Health and Wellbeing Act 2008 and demonstrates our commitment to creating conditions where all residents can achieve optimal health and wellbeing.

Aligned with our Community Vision 2035, the plan recognises that by fostering positive health outcomes, meaningful connections, embracing sustainable practices and honouring our diversity we create the foundation for strong, resilient communities where everyone experiences a deep sense of belonging and enhanced wellbeing.

Community Vision

By 2035, Indigo Shire will be home to strong, resilient communities that embrace sustainable practices, foster meaningful connections, and honour our rich heritage. Residents across all ages and life stages will experience a deep sense of belonging through balanced growth, responsible environmental stewardship, improved infrastructure and enhanced wellbeing.

Annual Review

The Public Health and Wellbeing Act 2008 requires councils to conduct an annual review of their Municipal Public Health and Wellbeing Plan and, where appropriate, amend it. This report is Indigo Shire Council's response to that requirement for the Municipal Public Health and Wellbeing Plan 2025–2029 (the Plan) and reflects our ongoing commitment to transparency and accountability in how we deliver on the Plan's six focus areas.

Reviewing the Plan each year lets us check that actions are being delivered as intended, that they're having the impact we set out to achieve, and that they remain the right way to improve health and wellbeing outcomes for our community. It also gives us the chance to follow up on actions that haven't yet started or need adjusting, amending anything that's no longer relevant or effective, and enables us to respond to new needs or opportunities as they emerge. In doing so, we keep the Plan a living document that stays relevant and useful across its four-year life, rather than a static set of commitments. This report also fulfils our legislative obligation to review the measures Council has in place to prevent family violence and respond to the needs of victim-survivors in our local community. This annual report sets out:

1. **Progress against each of the six focus areas of the Plan**
   - Preventing All Forms of Violence
   - Improving Wellbeing
   - Increasing Active Living
   - Tackling Climate Change and its Impacts on Health
   - Healthy Eating and Food Security
   - Reducing Harm from Alcohol, Drug, Tobacco and E-cigarette Use
2. **Highlights from the 2025/26.**
3. **Performance against our success measures**
4. **Family violence prevention and response measures**
5. **Partnerships**
6. **Emerging needs and proposed amendments to the Plan**

This annual review helps Council to measure progress towards achieving the outcome and objectives of the Plan, and it also builds the evidence base that will inform the evaluation of this Plan at the end of its four-year cycle and help shape the development of the next Municipal Public Health and Wellbeing Plan.

Progress at a Glance

Of the 59 actions in the Municipal Public Health and Wellbeing Plan 2025–2029 Action Plan there are:

2 complete

44 ongoing

6 actively in progress

7 yet to commence
(actions not due to commence until year 2, 3 & 4 of the plan)

Overall, delivery across the plan's six focus areas is on track after the first year of implementation.

Focus area	Overall status	Action Status Breakdown			
		Completed	Ongoing	In Progress	Not Started
Preventing All Forms of Violence	On Track	1	6	1	-
Improving Wellbeing	On Track	-	8	2	1*
Increasing Active Living	On Track	-	9	3	1*
Tackling Climate Change and Its Impacts on Health	On Track	1	11	-	-
Healthy Eating and Food Security	On Track	-	6	-	3^
Reducing Harm from Alcohol, Drug, Tobacco and E-cigarette Use	On Track	-	4	-	2^

^ Action/s not due to commence until year 2 of the plan.
* Action/s not due to commence until year 3 and 4 of the plan.

Key achievements

- Delivered Stronger Together: A Community Cohesion Program — five community informed initiatives across all four library branches building social connection for residents at risk of isolation.
- Established a Municipal Public Health and Wellbeing Working Group with representatives from the Local Health Services, Neighbourhood Houses, DFFH, Women's Health Goulburn North East, Oven Murray Public Health Unit, the University of Melbourne, Centre for Excellence in Sexual and Reproductive Health and a Community Youth representative.
- Completed and submitted the Gender Equality Action Plan 2026–2030 and Gender Impact Assessment Progress Report to the Gender Equality Commission.
- Delivered community walks in Rutherglen, Beechworth and Yackandandah to raise awareness of the 16 Days of Activism Against Gender Based Violence.
- Delivered the Left Write Hook Program and community screening of Left Write Hook documentary with the Centre Against Violence.
- Swimming pool visitation increased with 5,458 more visits recorded during the 2025/26 season compared to the previous season.
- Secured state funding for recreation infrastructure, including oval lighting upgrades, a new Yackandandah Sports Park playground, and progress toward the Yackandandah Pump Track.
- Updated the Indigo Shire Council Extreme Heat Plan and provided Cool Relief Spaces for the community.
- Continued the transition of Council assets to renewable electricity through the VECO agreement.
- Continued to advocate for increased access to Health Services, including Outreach services and mental health support services for the residents of Indigo Shire.





Key challenges

- Focus Area 5: Healthy Eating and Food Security and Focus Area 6: Reducing Harm from Alcohol, Drug, Tobacco and E-cigarette Use strategy development actions require access to up-to-date baseline data that is not readily available. Focus will be placed on obtaining this data in partnership with Local Health Services in 2026/27 to help guide future work to deliver upon the actions in these two focus areas.
- Resource availability to implement the actions within the Municipal Public Health and Wellbeing Plan remains static. Without access to additional resources, delivery of the actions within the Plan will remain constrained by existing resources and available budget.
- Two enabling strategic documents, the Community Development Framework (Life Stages Plan) and the new Reconciliation Action Plan remain in development and are not yet informing delivery of the Plan.

Amendments

On completion of the 2025/26 annual review, it has been determined that no amendments to the Municipal Public Health and Wellbeing Plan are required at this stage. Targeted focus will be place on the delivery of actions aligned to the Focus Area 5: Healthy Eating and Food Security and Focus Area 6: Reducing Harm from Alcohol, Drug, Tobacco and E-cigarette Use as these are areas that require additional resources and access to baseline data that is currently not as accessible as other focus areas identified within the Plan.

The need to identify and plan for the delivery of key partnership actions has been considered a high priority by the Municipal Public Health and Wellbeing Working Group. Strong consideration is currently being given the determine how to measure and evaluate shared actions, and opportunities for shared data collection and shared reporting requirements.

Family Violence Prevention

The Act specifically requires this annual review to assess the measures Council has implemented to prevent family violence and respond to the needs of victims of family violence in the local community. Council's family violence prevention work is delivered through Focus Area 1: Preventing All Forms of Violence.

Local family violence data

Family violence incidents in Indigo Shire have declined for three consecutive years, from 209 in 2023 to 166 in the year ending March 2026 a 20.6% reduction over that period, and a 7.8% reduction on the previous year*. This continues the downward trend and sits well below the 2024 baseline reported in the Municipal Health and Wellbeing Plan (181 incidents).

Indigo Shire's rate has remained consistently below the Victorian average, and the gap has widened over time 25.6% below the state rate in 2024, compared with 35.0% below in 2026*.

Gendered breakdown (year ending March 2026, excludes unknown age/sex): women and girls continue to represent most affected family members (126 female (76%), 40 male, while men continue to represent most other parties/alleged offenders (120 male (72%), 46 female*. This pattern is consistent with 2025 (133 female / 47 male affected family members; 136 male / 44 female other parties) and reflects the established gendered nature of family violence.

Incidents and rate per 100,000 population (year ending March each year)

Year	Incidents	Indigo rate	Victoria rate
2023	209	1,193.9	1,369.5
2024 (MPHWP baseline)	181	1,027.4	1,380.8
2025	180	1,013.6	1,501.8
2026	166	927.3	1,426.7

* Crime Statistics Agency - www.crimestatistics.vic.gov.au/family-violence-data/family-violence-dashboard

Measures implemented this year

- As part of the 16 Days of Activism, delivered three community Walks Against Violence (Beechworth, Rutherglen, Yackandandah) in partnership with Beechworth Health Service, Chiltern Neighbourhood House, Quercus Beechworth and Yackandandah Community Centre.
- Delivered the Left Write Hook program and public documentary screening with Centre Against Violence, including a writing-and-boxing workshop for victim-survivors of family and sexual violence.
- Held four library Storytimes using Sophie Beer's "Your Fabulous as You Are", presented with Upper Murray Family Care's Child and Family Services Team.
- Coordinate and delivered an IDAHOBIT celebration in Chiltern.
- Participate in the Indigo Shire Local Safety Committee Group lead by Victoria Police focusing on local crime and safety matters.
- Completed and submitted the Gender Equality Action Plan 2026–2030 and Gender Impact Assessment Progress Report to the Gender Equality Commission.

Assessment of the measures

The data indicates a sustained positive trend, with family violence incidents in Indigo Shire falling for three consecutive years, and the Shire's rate remaining well below the Victorian average. This suggests current prevention and early intervention measures are contributing to positive outcomes locally. However, the gendered breakdown of incidents (women and girls representing 76% of affected family members, men 72% of other parties/ alleged offenders) confirms family violence in the Shire remains a strongly gendered issue, reinforcing the need for Council's work to still have a strong focus on gender equality and primary prevention, as well as a community safety approach.

Projects and programs delivered in 2025/26 including the Walks Against Violence, the Left Write Hook program for victim-survivors, the Gender Impact Assessment processes and participation in the Local Safety Committee Group demonstrate a sound spread across prevention, response and partnership activity. The partnership base is a particular strength, with Women's Health Goulburn North East, Department of Families, Fairness and Housing and Centre Against Violence engaged through the Working Group and program delivery.

It should be noted that resourcing to implement the Plan actions relating to Preventing All Forms of Violence has not increased, constraining Council's capacity to scale prevention activities beyond current business-as-usual levels which could impact the ability to sustain and build on the improvements seen if there was a need to target a particular focus area or cohort of the community beyond the current focus areas.


DIRT SEA
BIG

Partnerships

The Act requires Council to report on how it has worked in partnership with the Department of Health and other agencies to accomplish the Plan's goals.

Municipal Public Health and Wellbeing Plan Working Group

The establishment of the Municipal Public Health and Wellbeing Plan Working Group has been a driver of success in supporting the delivery of the Plan. The group has representatives from the Local Health Services (Beechworth Health Service and Glenview Health), Neighbourhood Houses (Quercus, Chiltern Neighbourhood House, Yackandandah Community Centre)and the Upper Murray Neighbourhood House Network, Department of Families Fairness and Housing (DFFH), Women's Health Goulburn North East, Oven Murray Public Health Unit, University of Melbourne, Centre for Excellence in Sexual and Reproductive Health (CERSH) and a community youth representative. The Municipal Public Health and Wellbeing Plan Working Group have met three times over the 2025/26 reporting period to review progress against the Plans actions and provide program updates, discuss and identify opportunities to align and co-deliver initiatives and programs across organisations, and to discuss shared reporting, program and project evaluation processes.

Partnership highlights

- Municipal Public Health and Wellbeing Plan Working Group met in February, June and August 2026, bringing together Department of Families, Fairness and Housing, Beechworth Health, Glenview Health, Women's Health Goulburn North East, Ovens Murray Public Health Unit, University of Melbourne (CERSH), Neighbourhood Houses (Quercus, Chiltern Neighbourhood House, Yackandandah Community Centre) and the Upper Murray Neighbourhood House Network.
- New partnerships this year include Centre Against Violence, Charles Sturt University, Melbourne University (CERSH) and Yorta Yorta Nation Aboriginal Corporation (YYNAC).
- Continued work with the Department of Health to deliver Maternal and Child Health Services across Indigo Shire, the Department of Families Fairness and Housing with the Supported Play Groups Program, Seniors Festival and the Vulnerable Persons Register, and the Department of Education on Early Years support and infrastructure needs to support childcare and kindergarten services across Indigo Shire.

Focus Area 1:
Preventing All Forms of Violence

OUTCOME

Safe, respectful communities free from all forms of violence through prevention, early intervention, and coordinated responses.

HIGHLIGHTS

- Delivered three community Walks Against Violence (Beechworth, Rutherglen, Yackandandah) with Beechworth Health Service, Chiltern Neighbourhood House, Quercus Beechworth and Yackandandah Community Centre.
- As part of 16 Days of Activism, delivered four library Storytimes using Sophie Beer's "Your Fabulous as You Are", presented with Upper Murray Family Care's Child and Family Services Team.
- Delivered the Left Write Hook program and public documentary screening in Beechworth in partnership with Centre Against Violence, including a workshop for victim-survivors of family and sexual violence.
- Gender Equality Action Plan 2026–2030 and Gender Impact Assessment Progress Report completed and submitted to the Gender Equality Commission.
- Implementation of the Fair Access Policy is an ongoing initiative. Council partnered with Sport North East to facilitate respect in sport workshops with sports clubs in Indigo Shire.
- Supported the Empowered to Lead Program which aims to support women from across the sporting community and develop the skills to lead with confidence, build valuable networks, create positive change and grow personally and professionally.
- Participated in the Indigo Shire Local Safety Committee Group lead by Victoria Police focusing on local crime and safety matters.
- Ongoing advocacy for local policing presence in communities across the Shire.
- Public infrastructure safety works (parks, paths, facilities, lighting) supported on an ongoing basis, including input from the Indigo Community Access Committee.



Success measures - Progress against 2029 targets

Measure	Target (2029)	2025/26 Update	On track
Community awareness of violence prevention and response	Increased community awareness of violence prevention and response	Multiple awareness-raising activities delivered this year (Walks Against Violence, Left Write Hook screening and workshop, library Storytimes).	Yes
Safety perception of community spaces	Increase by 20%	Community safety discussed at Local Safety Committee meetings. Further data collection is required to determine broader community perceptions of safety of community spaces.	Working towards
Women's representation and participation in sport	Increase by 20%	Fair Access Policy implementation underway; Sport North East engaged to deliver "Respect in Sport" workshops with sporting clubs. Baseline data is currently being collated to measure the participation rates.	Yes
Community events that promote gender equity	3 events annually	3 Walks Against Violence, the Left Write Hook screening and workshop, 16 Days of Activism programming, and an IDAHOBIT celebration in Chiltern all delivered this year.	Yes
Improve safety features in community spaces	Increase by 15%	Considered on an ongoing basis through program and project planning.	Working towards
Organisational governance processes to monitor and evaluate gender equity implementation	Full implementation of governance processes	Gender Equality Action Plan 2026–2030 and Gender Impact Assessment Progress Report completed and submitted to the Gender Equality Commission (May 2026).	Yes

Focus Area 2:
Improving Wellbeing

OUTCOME

Positive mental health and social wellbeing is promoted across all life stages while working to reduce barriers to mental health support.

HIGHLIGHTS

- Delivered Stronger Together: A Community Cohesion Program, five concurrent, community-informed initiatives (intergenerational gatherings, workshops and events) targeting cohorts at risk of isolation, using the library network across all four branches to ensure equitable, low-barrier access.
- Delivered the popular Library After Dark Program, a place for young people to come together and build connections.
- The Youth Advisory Group met across Chiltern, Yackandandah, Rutherglen and Beechworth offering a space for young people to contribute to their community's providing advice and develop leadership skills.
- Delivered the Visible Voices program, which aims to support LGTBQIA+ young people and combat loneliness.
- Continued Maternal and Child Health Services and Supported Playgroup Program delivery to support children's and parents' mental health.
- Delivered the Indigo Seniors Festival with several events focused on the health and wellbeing of older people across the shire.
- The Community Grant Program supported Community Christmas Lunches across the Shire for vulnerable residents.
- Delivered two Get to Know Your Town events helping residents build connections and settle into their communities.
- Continued to advocate in partnership with neighbouring councils and local health services at a state and federal level for establishment of new local healthcare facilities and the recruitment and retention of local health service professionals.
- Supported NAIDOC Week celebrations and Reconciliation Week events.



Success measures - Progress against 2029 targets

Measure	Target (2029)	2025/26 Update	On track
Community lead health and wellbeing activities	Zero decline	Activities have increased. Stronger Together program (5 initiatives across all library branches), Library After Dark (3rd consecutive year), Indigo Seniors Festival and Community Christmas Lunches.	Yes
Participation in community activities that promote inclusion and social connection	Increase by 15%	Approximately 80 community events held across the Shire. Youth Advisory Group met 10 times across four townships. Welcome events held in Chiltern and Kiewa Tangambalanga. No formal participation survey conducted this cycle to confirm a percentage change.	Yes
Traditional Owner engagement and programs	To be determined annually with Traditional Owners	A Draft MOU is currently under development in partnership with Yorta Yorta Nation Aboriginal Corporation (YYNAC). Supported Reconciliation Week events and NAIDOC Week celebrations.	Yes
Mental health and wellbeing literacy	To be set annually by Health Service Providers	Target not yet set, will be progressed with health service partners via the Municipal Public Health and Wellbeing Working Group.	Working towards
Promotion of mental health services	Up-to-date service information on ISC website; promoted at all community events	Ongoing promotion via MPHWP Working Group discussions, YOUR INDIGO and community events. Website content currently under review	Yes
Intergenerational Digital Literacy Program	2 programs each year	Not started as action not due to commence until year 3 and 4 of the plan.	n/a

Focus Area 3:
Increasing Active Living

OUTCOME

Create environments and opportunities that support and encourage physical activity for people of all ages and abilities.

HIGHLIGHTS

- Secured State Government funding to upgrade oval lighting at Wahgunyah and Chiltern Recreation Reserves and tennis courts at Coulston Park, Tangambalanga and the Yackandandah Sports Park cricket nets.
- Secured Tiny Towns Program funding for a new playground at Yackandandah Sports Park.
- Aquatic Facilities Asset Audit and Condition Report completed, and the Feasibility Report and Aquatic Strategy development is underway. This work will be used to inform the future requirement for aquatic facilities across the shire.
- Swimming pool visitation increased with 5,458 more visits recorded during the 2025/26 season compared to the previous season.
- Delivered the Which Way Project in partnership with Beechworth Health to improve pedestrian and cycle path safety in Beechworth.



Success measures - Progress against 2029 targets

Measure	Target (2029)	2025/26 Update	On track
Physical activity options for people across all life stages	Increase by 20%	New infrastructure funding secured this year oval lighting, tennis courts, a new playground and the Yackandandah Pump Track.	Yes
Participation in place-based community recreation and active living programs	Increase by 10% per annum	Get Active Indigo Grants awarded to 12 groups an increase from 11 groups in 2024/25 to deliver community led activities and actions that promote active living across all life stages.	Yes
Improved walking and cycling infrastructure and connectivity	3 major projects	Street beautification completed in Martins Lane, Chiltern. Which Way Project. Ongoing maintenance of the Rutherglen Loops, EPIC Trail and Yackandandah- Beechworth Rail Trail. New and upgrades of the pathway undertaken across the Shire.	Yes
Grant applications for community sports infrastructure	70% application rate to eligible grant applications	Strong grant activity this year funding secured or applied for through the Local Sports Infrastructure Fund, Tiny Towns Program and Australian Cricket Infrastructure Fund.	Yes
Pool visitation numbers Increase annually		Asset Audit and Condition Report completed. Feasibility Study and Aquatic Strategy Development underway. Total pool visitation numbers across the shire have increased by 5,458 from the 2024/25 to 2025/26 season.	Yes

Focus Area 4: Tackling Climate Change and its Impacts on Health

OUTCOME

Build community resilience to climate change impacts while supporting actions that reduce greenhouse gas emissions and protect health and wellbeing.

HIGHLIGHTS

- Updated the Indigo Shire Extreme Heat Plan. Cool Relief Spaces continued to be supported and promoted across the Shire and were well utilised during the extreme weather conditions in early 2026.
- Released the Sustainable Procurement Guide and progressed the Solar Savers program connecting residents and businesses to renewable energy quotes.
- Majority of Council assets have transitioned to the VECO renewable electricity agreement; work continuing with community-managed assets.
- Climate Risk Assessment for Indigo Shire is underway to strengthen advocacy and preparedness planning.
- Continued to advocate for increased resources for regional emergency preparedness, response and recovery in North East Victoria.
- Strengthened regional emergency management through ongoing participation in the North East Collaboration Project with Towong and Alpine Shire Councils, improving emergency management coordination and efficiency
- Six staff members have undertaken emergency preparedness, response and recovery training and are now qualified to undertake Council's Emergency Management functions.
- Council co-funded the development of The Adaptation Game (TAG) by Indigo Regen Inc. The Adaption Game (TAG) will be accessible to the community from early October 2026. Council officers will be trained to facilitate the game.



Success measures - Progress against 2029 targets

Measure	Target (2029)	2025/26 Update	On track
Council greenhouse gas emissions	30% reduction	Scope 3 emissions data update nearing completion, with emissions reporting now built into Business Central. Baseline/result not yet reported this cycle.	Working towards
Staff trained in Emergency Response and Recovery	100% of relevant staff	Six staff members have been trained in Emergency Management roles.	Yes
Community education and awareness activities/ campaigns	2 activities/ campaigns each year	The Adaptation Game (TAG), developed with Indigo Regen Inc, is due for community release in October 2026; a sustainability forum on climate health risks was also supported.	Yes
Community lead response and recovery activities	2 activities each year	Supported community to install and use renewable energy sources at community facilities during emergencies and extreme weather events.	Yes
Tree canopy coverage across townships	Progress towards targets set out in the Urban Tree Canopy Strategy	The Urban Tree Canopy Strategy is still to be developed. No coverage data available yet.	Working towards
Renewable energy adoption	100% of Council buildings (owned and operated/ leased)	Majority of Council assets have transitioned to the VECO renewable electricity agreement; remaining community-managed assets are being supported to transition to renewable energy sources/agreements.	Yes
Extreme weather initiatives	2 community initiatives a year	Indigo Shire Extreme Heat Plan updated and completed (2025). Cool Relief Spaces continued to be supported and promoted across the Shire. Indigo Recovery Network.	Yes

Focus Area 5:
Healthy Eating and Food Security

OUTCOME

All community members have access to affordable and nutritious food while supporting local food systems.

HIGHLIGHTS

- Continued to support for emergency food relief through the Indigo Recovery Network and Neighbourhood Houses.
- Library After Hours program catering and Youth Advisory Group meeting catering now prioritise nutritious food options.
- Healthy eating elements continue to be delivered through ongoing Maternal and Child Health Service delivery.

Success measures - Progress against 2029 targets

Measure	Target (2029)	2025/26 Update	On track
Knowledge on health and nutritious food options	Information available at all council owned and operated venues. 3 events annually to promote healthy and nutritious food options.	Not started as action not due to commence until year 2, 3 and 4 of the plan.	n/a
Food security/access	To be set annually by Health Service Providers and Community groups.	Continued support for emergency food relief through the Indigo Recovery Network and Neighbourhood Houses. An annual target has not yet been formally set.	Yes
Healthy food options at council owned and managed venues	Provided at all owned and managed venues.	Not started as action not due to commence until year 2, 3 and 4 of the plan.	n/a
Healthy food options at programs and events	Provided at all programs and events.	Library After Hours program catering and Youth Advisory Group meetings now prioritise nutritious food options; not yet extended Shire-wide.	Yes
Access to local food options	Promote through council website. 3 targeted campaigns a year.	Not started as action not due to commence until year 3 and 4 of the plan.	n/a



Focus Area 6: Reducing Harm From Alcohol, Drug, Tobacco and E-cigarette Use

OUTCOME

Reduce alcohol, drug, tobacco, and e-cigarette-related harm through prevention, early intervention, and support for those affected by substance use.

HIGHLIGHTS

- All youth events delivered were drug, alcohol and smoke free.
- Planning is underway through a partnership with Charles Sturt University to deliver a vaping, withdrawal and cessation information session for professionals.
- Continue to promote responsible approaches to the use of alcohol and promote smoke and vape free in community sporting clubs and community sporting events.

Success measures - Progress against 2029 targets

Measure	Target (2029)	2025/26 Update	On track
Drug, smoke and alcohol-free events	All youth events are drug, smoke and alcohol free	All youth events delivered were drug, alcohol and smoke-free.	Yes
Community education on alcohol, drug, tobacco and e-cigarette use	Educational material available at all community events, facilities and assets; 2 education events/ campaigns per year	Partnership established with Charles Sturt University to deliver a vaping, withdrawal and cessation information session for professionals.	Working towards
Access to and knowledge of reducing tobacco and e-cigarette harm	To be set annually in consultation with Health Service Providers	Developing a local tobacco and e-cigarette cessation strategy is not due to commence until year 3 and 4 of the plan.	Working towards
Access to support and treatment services	Increase advocacy rates by 20%	Advocating for substance-use support services designed for small-town contexts and privacy concerns is not due to commence until year 2,3 and 4 of the plan.	n/a





Emerging Needs and Proposed Amendments to the Plan

On completion of the 2025/26 annual review, it has been determined that no amendments to the Municipal Public Health and Wellbeing Plan 2025-2029 are required at this stage. Targeted focus will be place on the delivery of actions aligned to Focus Area 5: Healthy Eating and Food Security and Focus Area 6: Reducing Harm from Alcohol, Drug, Tobacco and E-cigarette Use as these are areas that require additional resources and access to baseline data that is not currently as accessible as other focus areas identified within the Municipal Public Health and Wellbeing Plan.

Further consideration and focus is required to establish solid baseline data sets where gaps are identified to measure and evaluate progress against success measures. This is currently a focus of the Municipal Public Health and Wellbeing Working Group with consideration being given to determine how to measure and evaluate shared actions, and identify opportunities for shared data collection and shared reporting requirements.

Two enabling strategic documents, the Community Development Framework (Life Stages Plan) and the new Reconciliation Action Plan remain in development and are not yet informing delivery of the Plan. The development of these strategic documents will be a focus of delivery in the 2026/27 period.

Resourcing and Organisational Implications

Delivery of the Municipal Public Health and Wellbeing Plan 2025-2029 is a primary focus of the Community Development team, supported by the Environment and Sustainability and the Capital Works teams. The delivery of the Municipal Public Health and Wellbeing Plan continues to be resourced through Council funding supplemented by state government initiative funding.

Indigo Shire applied for the VicHealth Partners in Place Grant for the Active in Indigo Project which proposed to work in partnership with local health service provides to deliver place-based prevention initiatives that improve the wellbeing of children and young people in our communities. Indigo Shire was unsuccessful with this application.

Indigo Shire also applied for the VicHealth Growing Healthy Communities Round 2 for the Indigo Shoots and Roots project which aimed to strengthen local food systems by creating new places for communities to grow, access and share fresh produce in both Rutherglen and Beechworth. Indigo Shire was unsuccessful with this application.

Indigo Shire will continue to work in partnership with the Municipal Public Health and Wellbeing Plan Working Group members on identifying and delivering shared and co-designed programs and projects to ensure alignment program and project outputs, as well as maximising the reach and benefit of programs and projects across the Shire.

How this review was conducted

This review draws on quarterly progress updates recorded against each action in the Municipal Public Health and Wellbeing Plan Action Plan, supplemented by data, engagement, and input from the Municipal Public Health and Wellbeing Plan Working Group and other partner organisations.

Municipal Public Health and Wellbeing Plan (MPHWP) Action Plan

MPHWP 2025–2029 Action Plan Annual Update, reflecting progress for the period October 2025 to October 2026.

Focus Area 1: Preventing All Forms of Violence		
Outcome: Safe, respectful communities free from all forms of violence through prevention, early intervention and coordinated responses		
Action	**Status**	**Annual Update (Oct 2025 – Oct 2026)**
Provide public information and awareness raising on family violence prevention and response reporting pathways and support services.	Ongoing	Three Walks Against Violence in collaboration with Beechworth Health Service, Chiltern Neighbourhood House, Quercus Beechworth and Yackandandah Community Centre. The walks provided opportunities for the surrounding communities to show their united front against violence towards women and girls. Four Storytimes were held across the libraries with Sophie Beer's book Your Fabulous as You Are. These sessions were presented by Upper Murray Family Care Child and Family Services Team in collaboration with Indigo Shire Council. Left Write Hook - Centre Against Violence in partnership with Indigo Shire Council brought the internationally acclaimed Left Write Hook program to Beechworth. A public screening of the award-winning documentary Left Write Hook were held in Beechworth, giving audiences an intimate and powerful look at the journeys of survivors who took part in the program. This was followed by a hands-on workshop, specifically designed for victim survivors of family and sexual violence to experience the transformative combination of writing and boxing that is at the heart of the program.
Facilitate and normalise conversations to improve knowledge, attitudes and behaviours that foster gender equity.	Ongoing	Gender equality promotion through 16 Days of Activism Events and Storytime programs.
Implement key priorities of the Active Indigo Strategy regarding inclusivity at sporting clubs, including assisting with policy and cultural change to increase the representation and participation of women and gender diverse people.	Ongoing	Implementation of the Fair Access Policy is an ongoing initiative. Council has engaged Sport North East to facilitate respect in sport workshops with sports clubs in Indigo Shire. Council has also supported the Empowered to Lead Program which aims to support women from across the sporting community and develop the skills to lead with confidence, build valuable networks, create positive change and grow personally and professionally.
Partner with local stakeholders and the community to celebrate and recognise the importance of key/significant events such as International Women's Day, 16 Days of Activism and IDAHOBIT.	Completed	Supported 16 Days of Activism with three community walks across the Shire in Rutherglen, Beechworth and Yackandandah. IDAHOBIT celebration in Chiltern on 18 May 2026. Hosted a public screening of the family film Jimpa as part of Wear it Purple Day which an annual awareness day dedicated to supporting, celebrating, and empowering LGBTQIA+ young people.
Strengthen organisational governance processes to embed, monitor and evaluate Gender Equality Action Plan implementation.	In Progress	The Gender Equality Action Plan 2026-2030 and Gender Impact Assessment Progress Report have been completed and submitted to the Gender Equality Commission in May 2026. Additional training requirements have been identified for Gender Impact Assessments and Women's Health Goulburn North East have advised they have capacity to support and deliver this training. Ongoing participation in the Municipal Association Victoria (MAV) Gender Equality, Preventing Family Violence and Violence Against Womens Network Meeting.

Focus Area 1: Preventing All Forms of Violence		
Outcome: Safe, respectful communities free from all forms of violence through prevention, early intervention and coordinated responses		
Action	**Status**	**Annual Update (Oct 2025 – Oct 2026)**
Advocate for increased police presence and community policing initiatives.	Ongoing	Attended the Indigo Shire Local Safety Committee Meetings lead by VicPol. Continued to advocate for local policing presence across the Shire.
Maintain and improve the safety of public infrastructure including parks, walking paths, and community facilities.	Ongoing	Initiatives supported through public infrastructure upgrades with input sort from the the Indigo Community Access Committee where applicable.
Improve lighting and safety features in public spaces.	Ongoing	Ongoing and considered through program and project planning where applicable.

Focus Area 2: Improving Wellbeing		
Outcome: Positive mental health and social wellbeing is promoted across all life stages while working to reduce barriers to mental health support		
Action	**Status**	**Annual Update (Oct 2025 – Oct 2026)**
Work in partnership with local health service, stakeholders and community organisations to increase community awareness of mental health services via state campaigns and awareness days.	Ongoing	Ongoing.
Promote and support community lead health and wellbeing activities that build social connection, promote wellbeing and strengthen community resilience.	Ongoing	Through Stronger Together: A Community Cohesion Program, Council successfully delivered five concurrent, community-informed initiatives, including intergenerational gatherings, workshops and community events. Indigo Seniors Festival comprehensive series of events for older people as well as intergenerational events to bring people together to learn, celebrate and make new connections. Provided funding to support Community Christmas lunches bringing together the most vulnerable to share and connect.
Encourage community and social connection by bringing people together across the Shire through the use of council services, facilities and events.	Ongoing	Community Grant Program provided opportunities to support community lead events, active living and community programs. Indigo Seniors Festival comprehensive program for older people led by older people which included intergenerational events to bring people together to learn, celebrate and make new connections. FORT TOWN event brought together young people and older people to create and connect.
Advocate for increased access to health services, including outreach programs for the region i.e. acute mental health services.	Ongoing	In partnership with the Municipal Health and Wellbeing Plan Working Group continued to advocate for increased access to health services. Exploring option to host the Mobile Health Women's Clinic in the shire in early-mid 2027.
Advocate for the establishment of new local healthcare facilities and the recruitment and retention of local health service professionals.	Ongoing	Continued to advocate in partnership with neighbouring councils and local health services at a state and federal level for establishment of new local healthcare facilities and the recruitment and retention of local health service professionals.
Advocate for increased access to Ambulance services and reducing ambulance waiting times.	Ongoing	Continued to advocate for improved ambulance services across the Shire.

Focus Area 2: Improving Wellbeing		
Outcome: Positive mental health and social wellbeing is promoted across all life stages while working to reduce barriers to mental health support		
Action	**Status**	**Annual Update (Oct 2025 – Oct 2026)**
Develop new, and promote existing community programs that reduce loneliness, increase participation, social interactions and resilience of vulnerable and high-risk groups and support these initiatives.	Ongoing	Library after Dark program launched in June, for the third consecutive year. A place for your people to come together and build connections. Visible Voices program delivered which aims to support LGTBQIA+ young people and combat loneliness. The Youth Advisory Group has met 10 times between Jan - Jun 2026, in Council facilities across Chiltern, Yackandandah, Rutherglen and Beechworth, offering a space for young people to contribute to their communities providing advice and develop leadership skills.
Implement key priorities of the Life Stages Plan* relating to health and wellbeing.	In progress	Community Development Framework (Life Stages) is in development with an estimated completion time of early - mid 2027.
Prioritise children and parents' mental health via Maternal and Child Health referral and outreach services such as Infant, Child, Youth Mental Health Service (ICYMHS) and other parenting support services.	Ongoing	Ongoing through the delivery of MCH services and the Supported Playgroup Program.
Develop and implement a new Reconciliation Action Plan.	In progress	Planning has commenced on the development of the new Reconciliation Action Plan.
Implement an intergenerational digital literacy and mentoring program that addresses digital skills gaps and fosters meaningful connections through collaborative learning and support opportunities.	Not Started	Not started as action not due to commence until year 3 and 4 of the plan. Indigo U3A are very active in this space and provide outreach services in Beechworth and Yackandandah.

Focus Area 3: Increasing Active Living		
Outcome: Create environments and opportunities that support and encourage physical activity for people of all ages and abilities		
Action	**Status**	**Annual Update (Oct 2025 – Oct 2026)**
Implement key priorities of the Ride It Walk It Indigo Plan.	Ongoing	Ongoing.
Implement key priorities of the Active Indigo Strategy.	Ongoing	State Government funding secured to upgrade oval lighting at Wahgunyah and Chiltern Recreation Reserves, Tennis Courts at Coulston Park Tangambalanga, and upgrades to the cricket nets at Yackandandah Sports Park.
Implement key priorities of the Recreation Master Plans, Community Resilience Plans and Place Plans.	In Progress	Street beautification works have been completed in Martins Lane Chiltern. Planning has commenced for the installation of public art in Rutherglen in partnership with Yorta Yorta Nation Aboriginal Corporation. The public art project will be delivered in 2026/27.
Implement key priorities of the Indigo Play Parks Plan.	Ongoing	State Government funding secured through the Tiny Towns Program to construct a new playground at the Yackandandah Sports Park.
Develop an Aquatic Strategy.	In Progress	Asset Audit and Condition Report completed in December 2025. Feasibility Report and Aquatic Strategy development has commenced and is due to be completed in early-mid 2027.

Focus Area 3: Increasing Active Living		
Outcome: Create environments and opportunities that support and encourage physical activity for people of all ages and abilities		
Action	**Status**	**Annual Update (Oct 2025 – Oct 2026)**
Review and implement the Indigo Shire Fair Access Policy.	In Progress	Implementation of the Fair Access Policy is an ongoing initiative. Council has engaged Sport North East to facilitate respect in sport workshops with sports clubs in Indigo Shire.
Apply for funding for community sports infrastructure identified as high priorities by the Infrastructure Assessment Tool*.	Ongoing	State Government funding secured to upgrade oval lighting at Wahgunyah and Chiltern Recreation Reserves and Tennis Courts at Coulston Park Tangambalanga and the upgrades to the cricket nets at Yackandandah Sports Park.
Promote the Walk and Ride to School Program annually in partnership with local schools and health services.	Ongoing	Ongoing.
Support collaborative partnerships to promote and implement movement initiatives.	Ongoing	Active Indigo grants have recently closed with new community initiatives to be funded through this grant.
Support community lead programs that promote active movement across all life stages.	Ongoing	Continue to support community sport and recreations groups through our programs and services in the Recreation portfolio area. Get Active Indigo Grants were awarded in 2026. Funding applications have been submitted to the State Governments Local Sports Infrastructure Fund to deliver cricket net upgrades at the Yackandandah Sport Park and to develop a new Recreation Strategy.
Identify safer places for pedestrians and cyclists to crossroads throughout the Shire.	Not Started	Not started as action not due to commence until year 3 and 4 of the plan.
Expand and enhance safe walking paths and pedestrian infrastructure that connects communities, including improved amenities along walking trails and in public spaces.	Ongoing	Worked in partnership with Beechworth Health Services to deliver the Which Way Project to improve pedestrian and cycle path safety in Beechworth.
Improve utilisation and programming of existing community infrastructure for active living activities.	Ongoing	Continue to support community sport and recreations groups through our programs and services in the Recreation portfolio area. Get Active Indigo Grants were awarded in 2026. A funding applications have been submitted to develop a new Recreation Strategy.

Focus Area 4: Tackling Climate Change and Its Impacts on Health		
Outcome: Build community resilience to climate change impacts while supporting actions that reduce greenhouse gas emissions and protect health and wellbeing		
Action	**Status**	**Annual Update (Oct 2025 – Oct 2026)**
Implement key priorities of the Environment Strategy 2019 and Climate Emergency Strategic Action Plan 2020 to reduce the health impacts of climate change.	Ongoing	Sustainability grants have recently closed with new community sustainability initiatives to be funded through this grant. Indigo Shire Council and Indigo Environment Advisory Committee continue to review of the Environment Strategy with a particular focus on the impacts of climate change on health and welling in preparation for the development of the new strategy in 2029. All emissions data has been updated which will enable targets to be determined and set for the organisation and community. Council will then set targets to show proactive and accountable action in best practices/ council demonstrating leadership in this area- evidence and proof that it can be achieved.
Promote and integrate shade requirements into Council development and infrastructure projects and community infrastructure projects.	Ongoing	Ongoing and considered through program/project planning where applicable.
Implement the actions of the Urban Tree Canopy Strategy.	Ongoing	Urban Tree Strategy is in final draft stages. Ongoing and considered through program/project planning where applicable. New Environment and Sustainable Design Strategy includes number of trees for developments.
Contribute to community preparedness for extreme weather events via the implementation of the Extreme Heat Sub Plan and continue to support and promote Cool Relief Space across the Shire.	Completed	Indigo Shire Extreme Heat Plan has been updated. Cool Relief Spaces continued to be supported and promoted across the Shire and were well utilised during the extreme weather conditions in early 2026.
Support and build community preparedness and resilience in partnership with emergency agencies and community organisations (regarding disaster preparedness).	Ongoing	Facilitate the Indigo Shire MEMPC and the development/ review of Emergency Management plans. Attended Hume Region briefings and after-action reviews for the Towong fires. Formalised the North East Collaboration MOU. Led the Indigo Recovery Network.
Advocate for increased resources for regional emergency preparedness, response and recovery in North East Victoria.	Ongoing	Continued to advocate for increased resources for regional emergency preparedness, response and recovery in North East Victoria.
Promote active transport and safe travel options across the Shire that have a strong focus on carbon emission reduction strategies including the promotion of Electric Vehicle charging facilities.	Ongoing	Ongoing.
Promoting and contribute to a circular economy and support sustainable procurement options.	Ongoing	Indigo Shire has adopted a new Procurement Policy that included sustainable procurement practices. Partnered with Indigo Regen on community initiatives i.e. Plastic Free July Program. Planning has commenced for workshops to improve sustainable business practices.
Collaborate to deliver sustainable community energy initiatives particular those identified in Council Placemaking Plans and for Council Assets.	Ongoing	Secured funding through Community Energy Upgrades fund to install additional solar batteries and generator plug points at the Rutherglen and Chiltern Memorial Halls. This will enable power to be supplied to these sites during power outages and emergencies including the Chiltern Hall which is a designated Emergency Relief Centre.

Focus Area 4: Tackling Climate Change and Its Impacts on Health		
Outcome: Build community resilience to climate change impacts while supporting actions that reduce greenhouse gas emissions and protect health and wellbeing		
Action	**Status**	**Annual Update (Oct 2025 – Oct 2026)**
Reduce gas reliance by implementing the Victorian Electricity Collaboration (VECO) across all Council assets (Council owned and operated buildings).	Ongoing	Majority of Council assets are now under the VECO agreement using renewable energy. There are a small number of community managed assets which need to transition to the VECO agreement. The Environment and Sustainability team is working to support these groups to move to VECO.
Develop and support community education programs about climate change health risks and adaptation strategies.	Ongoing	Council co-funded the development of The Adaptation Game (TAG) by Indigo Regen. The Adaption Game (TAG) developed by Indigo Regen Inc will be accessible to the community from early October 2026. Council officers will be trained to facilitate the game.
Review and implement the Plastic wise Policy.	Ongoing	The Plastic Wise Policy is currently under review.

Focus Area 5: Healthy Eating and Food Security		
Outcome: All community members have access to affordable and nutritious food while supporting local food systems		
Action	**Status**	**Annual Update (Oct 2025 – Oct 2026)**
Promote and implement evidence-based food programs (i.e. Vic Kids Eat Well, Healthy Choice Guidelines).	Ongoing	Promoted healthy eating options for Youth Programs such as Library After Dark and the Youth Advisory Group.
Support the implementation of a catchment wide plan to improve healthy eating and active living.	Ongoing	Supported the Health Services Catchment Plan strategies and actions relating to healthy eating.
Identify opportunities, priorities and actions to support for local food access (such as food share, emergency food relief, and community gardens).	Ongoing	Supported access to emergency food relief through the Indigo Recovery Network. Continuing to support local food access initiatives and programs delivered through Neighbourhood Houses within the Shire.
Promote and support initiatives making healthy and nutritious food a priority.	Ongoing	Library after Hours program, catering procurement prioritised nutritious foods. Youth Advisory Group meetings being catered with a focus on healthy eating.
Use the Victorian Healthy Choices guidelines to promote healthy and nutritious food at council owned and managed venues where food and beverages are sold.	Not Started	Not started as action not due to commence until year 2,3 and 4 of the plan.
Support elements of the INFANT* program through existing early years services.	Ongoing	Ongoing through Maternal and Child Health Service delivery.
Advocate for and support local business to provide healthy and nutritious food options (extended hours) - youth focus.	Not Started	Not started as action not due to commence until year 3 and 4 of the plan.
Advocate for and support actions to improve access to affordable healthy and nutritious food options and food security particularly for vulnerable populations.	Ongoing	Support and promotion of access to emergency food relief through the Indigo Shire Recovery Network. Continuing to support initiatives and programs delivered through Neighbourhood Houses within the Shire.
Promote and support local food producers and local food purchasing and investigate incentivising option for purchasing local.	Not Started	Not started as action not due to commence until year 3 and 4 of the plan.

Focus Area 6: Reducing Harm From Alcohol, Drug, Tobacco and E-cigarette Use		
Outcome: Reduce alcohol, drug, tobacco, and e-cigarette-related harm through prevention, early intervention, and support for those affected by substance use		
Action	**Status**	**Annual Update (Oct 2025 – Oct 2026)**
Encourage appropriate use of alcohol and the provision of alternatives to alcohol at community events and facilities.	Ongoing	Ongoing
Promote drug, alcohol and smoke free youth events.	Ongoing	All youth events delivered are drug, alcohol and smoke free.
Promote responsible approaches to the use of alcohol and promote smoke and vape free in sporting clubs/ events.	Ongoing	Continue to promote responsible approaches to the use of alcohol and promote smoke and vape free in sporting clubs/ events.
Address community concerns and build community awareness about alcohol and drug abuse through education and support programs.	Ongoing	Currently working with Charles Sturt University to deliver Unhooking a Generation - vaping, withdrawal and the challenges of quitting. A vaping information event for professionals to be delivered in November 2026.
Advocate for substance use support services that are designed for small town contexts and privacy concerns.	Not Started	Not started as action not due to commence until year 2,3 and 4 of the plan.
Develop a local strategy on tobacco and e-cigarette use cessation.	Not Started	Not started as action not due to commence until year 3 and 4 of the plan.


INDIGO
SHIRE
COUNCIL

13.2 DISABILITY ACTION PLAN

Jess Reid - Manager Community Development
Community and Economic Development

For Decision

RECOMMENDATION

That Council adopts the Disability Action Plan – Bridging Plan 2026-2027.

PURPOSE OF REPORT

To present to Council the final Disability Action Plan – Bridging Plan 2026–2027 (the Bridging Plan). The draft Plan has been placed on public exhibition for a 28-days period during which time four responses were received.

This report provides details of the submissions received and how they have informed the final Bridging Plan. The Bridging Plan is presented to Council with a recommendation for its adoptions.

BACKGROUND

Council's Disability Action Plan 2021–2025 provided strategic direction for advancing access and inclusion across Indigo Shire. The Victorian Government's next Disability Action Plan will cover the period 2027–2031. To maintain continuity and alignment with the current plan and support alignment with future State priorities that will be set out in the Victorian Disability Action Plan 2027-2031, Council has developed a 12-month Disability Action Plan – Bridging Plan 2026–2027 (Bridging Plan). The Bridging Plan maintains momentum and carries forward priority work while strengthening Council's systems, workforce capability, governance and evidence base to inform development of the next four-year plan.

DISCUSSION

The Disability Act 2006 (Vic) requires public authorities to take proactive steps to remove barriers for people with disability and promote inclusion. With Council's Disability Action Plan 2021–2025 concluded, the Bridging Plan provides a clear framework for continuing this work until the next four-year plan is developed.

The Bridging Plan enables Council to:

- continue to meet its legislative obligations;
- maintain a clear organisational focus on disability inclusion; and
- prepare a strong, an evidence-based Disability Action Plan that is aligned with future State priorities which will be included in the Victorian Government DAP 2027-2031.

The Disability Action Plan – Bridging Plan 2026–2027 aims to:

- strengthen lived-experience engagement and leadership;
- Build staff capability and inclusive practice;
- improve accessibility of infrastructure, services and information;
- strengthen partnerships with the disability and community sector; and
- Align disability planning with Council's broader strategic framework.

The Indigo Community Access Committee (ICAC) provides advise to Council on disability-related matters, including access, equity, justice and community awareness. ICAC has reviewed the Disability Action Plan 2021–2025, considered its effectiveness and impact, and identified actions to be carried forward or discontinued. ICAC is supportive of a Bridging Plan to maintain progress and prepare Council for alignment with the next State Disability Action Plan.

Implementation of the Bridging Plan will be overseen by the Executive Leadership Team, ICAC and an internal Disability Action Working Group (to be established). Progress will be monitored through internal reporting and will inform development of the next Indigo Shire Council Disability Action Plan.

Council's Diversity, Equity and Inclusion Policy establishes a consistent approach to enabling all Indigo Shire residents to participate, contribute and thrive in our communities. It demonstrates Council's commitment to prioritising the delivery of equitable services across our communities, removing barriers to inclusion and upholding human rights. The policy supports Council and staff to identify access barriers and design inclusive services that respond to priority groups, including people with disability, so that Council can apply tailored approaches that have broader benefit to all.

Disability action and inclusion is an organisation wide responsibility, and the Bridging Plan represents part of Council's broader work in this area. In addition to the Bridging Plan and the Diversity, Equity and Inclusion Policy, the Indigo Shire Council Plan 2025–2029 and Indigo Shire Municipal Public Health and Wellbeing Plan 2025–2029 also include strategies and actions that support access and inclusion for people with disability.

OPTIONS

- Option 1 – Council adopts the Disability Action Plan – Bridging Plan 2026–2027 (recommended).
- Option 2 – Council adopts the Disability Action Plan – Bridging Plan 2026–2027 with amendments. Council may request changes before adoption.
- Option 3 – Council does not adopt the Disability Action Plan – Bridging Plan 2026–2027. This option is not recommended, as it may compromise Council's ability to demonstrate compliance with the *Disability Act 2006 (Vic)* and maintain coordinated progress on disability inclusion.

STRATEGIC CONTEXT

COUNCIL PLAN 2025 – 2029	
Theme	1. Places and Communities
Strategic Objective	1.2 Community Wellbeing, Inclusion and Social Connection - Foster inclusive communities where all people feel valued, connected, and have opportunities to participate in community life, access services, and enjoy positive health and wellbeing regardless of age, ability, or background.
Key Strategy	1.1.2 Develop and implement a strategic approach to accessible and inclusive public spaces, recreation facilities, and active living programs that support a socially and physically active community across all life stages and abilities.

SOCIAL/COMMUNITY IMPLICATIONS

Communities are safer, healthier and more connected when access and inclusion are embedded in decision-making. The Bridging Plan provides Council with a practical framework to reduce barriers, improve participation and support equitable access to services, facilities and information.

ENVIRONMENTAL IMPLICATIONS

People experiencing disability or other forms of disadvantage may be disproportionately affected by climate change and environmental impacts. The Bridging Plan supports Council to consider accessibility and inclusion in its planning, communication and service delivery and mitigate these impacts.

LEGISLATIVE IMPLICATIONS

The Bridging Plan aligns with:

- Disability Act 2006 (Vic)
- Victorian Disability Action Plan 2022–2026
- Indigo Shire Council Plan 2025-2029
- Indigo Shire Municipal Public Health and Wellbeing Plan 2025-2029
- Council's Access, Equity and Inclusion commitments i.e. Diversity, Equity and Inclusion Policy and Gender Equality Act obligations.

RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Current Risk Rating	Controls
Actions do not meet community need/expectations	Possible	Moderate	Low	Seek community feedback through the public exhibition process to strengthen the bridging plan actions.

Adoption and implementation of the Bridging Plan will reduce the risks of:

- loss of momentum following completion of the Disability Action Plan 2021–2025;
- insufficient evidence and consultation to inform future planning; and
- misalignment with future State Government disability priorities and objectives of the new Victorian DAP which will be released in 2027.

COMMUNITY ENGAGEMENT

Engagement undertaken

The draft Disability Action Plan – Bridging Plan 2026–2027 was publicly exhibited for 28 days in September 2026.

Engagement outcomes

During the period of public exhibition four responses were received. The following table provides details of the submissions and their influence in relation to the final draft of the Bridging Plan.

Submission received from	How submission was made	Submission	Influence on final draft of the Bridging Plan
ICAC member	Verbally at an ICAC meeting	Opportunity for ICAC to have input on land developments proposed in Indigo Shire to ensure accessibility is considered.	Priority Action included in the Plan: Major developments to be presented to ICAC for review in early stages, and to continue to

Submission received from	How submission was made	Submission	Influence on final draft of the Bridging Plan
			work with ICAC when there are new plans.
ICAC member	Verbally at an ICAC meeting	Councils Economic Development team to have a greater focus on access and inclusion for local businesses.	Priority Action included in the Plan: Indigo Shire to work with businesses to improve inclusion and access through the Economic Development Department.
Community member	Email	I draw your attention to the need to link the Peach rd./High st footpath (from Victoria Park) to Orchard Grove footpath, along High st. The Orchard Grove to Thompson st has only rough nature strip area with no path and kerb barriers. It is difficult to just walk this! I have recently discussed this onsite with councillor Scott Landells who kindly gave his time to analyse this problem area. Thank you all for your dedicated work for the community.	Captured in the existing Priority Action of **Accessibility audit of buildings and paths** and **Accessible reporting of infrastructure issues, therefore no changes were made to the "Bridging Plan"**
Community member	Email	Hi Indigo Shire my feedback re draft plan concerns the Yackandandah township and making the town more accessible particularly for persons using wheelchairs. The Main Street can be difficult to cross especially at peak periods and suggest a dedicated crossing in middle of street. I acknowledge that getting traffic to keep to speed limit is not within Shire's responsibility however I feel that pedestrians crossing would assist in calming traffic and also allow wheelchair users and the frail public a safer way of crossing the Main Street.	Captured in the existing Priority Action of **Accessibility audit of buildings and paths** and **Accessible reporting of infrastructure issues therefore no changes were made to the "Bridging Plan"**

Engagement proposed

The adopted Bridging Plan 2026–2027 will be published on Council's website. ICAC and the internal Disability Action Working Group will continue to support implementation and monitoring of the Plan.

CONCLUSION

The Disability Action Plan – Bridging Plan 2026–2027 provides a practical pathway for Council to meet its obligations under the Disability Act 2006 (Vic) while the next Disability Action Plan is developed in alignment with the Victorian Government's Disability Action Plan 2027–2031.

The Disability Action Plan - Bridging Plan maintains momentum on disability inclusion, strengthens Council's systems, workforce capability and evidence base, and positions Indigo Shire to develop a robust and evidence-informed future Disability Action Plan.

The draft Plan has recently been placed on public exhibition for a 28-days period during which time four responses were received. This report provides details of how the submissions have informed the final Bridging Plan. The Bridging Plan is presented to Council with a recommendation for its adoptions.

DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Sally Rice - Director Community & Economic Development
- Jess Reid - Manager Community Development
- Mark De Campo - Community Development Coordinator
- Kate O'Toole - Community Development Officer

Attachments

1. Disabilty Action Plan - Bridging Plan 2026-27 [**13.2.1** - 6 pages]

Indigo Shire Council

Disability Action Plan – Bridging Plan 2026–2027

Executive Summary

Indigo Shire Council is required under the Disability Act 2006 (Vic) to have a Disability Action Plan (DAP). The current plan covered the period 2021–2025. The Victorian Government's next State Disability Action Plan will be for the 2027-2031 period.

To ensure continuity and alignment with future State priorities, Council has developed a 12-month Disability Action Plan Bridging Plan - 2026–2027 (the Bridging Plan). The Bridging Plan maintains momentum from the current DAP while strengthening Council systems, workforce capability, governance and evidence gathering to support development of the next four-year DAP.

Background

The Disability Act 2006 (Vic) requires public authorities to take proactive steps to remove barriers for people with disability and promote inclusion. Indigo Shire Council's current DAP concluded in 2025.

As the next Victorian Government Disability Action Plan is anticipated in 2027, the Bridging Plan ensures Council:

- Continues to meet legislative obligations;
- Retains focus on disability inclusion; and
- Is well positioned to develop a strong, evidence-based Disability Action Plan aligned with future State priorities.

Objectives of the Bridging Plan

The Bridging Plan aims to:

- Strengthen lived-experience engagement and leadership
- Build staff capability and inclusive practice
- Improve accessibility of infrastructure, services and information
- Strengthen partnerships with the disability and community sector

Disability Action Plan Bridging Plan 2026–2027

- Align disability planning with Council's broader strategic framework

Strategic Alignment

The Bridging Plan aligns with:

- Disability Act 2006 (Vic)
- Victorian Disability Action Plan 2022–2026
- Indigo Shire Council Plan 2025-2029
- Municipal Public Health and Wellbeing Plan 2025-2029
- Council's Access, Equity and Inclusion commitments i.e. Diversity, Equity and Inclusion Policy

Governance and Accountability

Implementation of the Bridging Plan will be overseen by:

- Executive Leadership Team
- Indigo Community Access Committee (ICAC)
- Internal Disability Action Working Group

Progress will be monitored through internal reporting and used to inform development of the 2027–2031 DAP.

Financial and Resource Implications

Most actions will be delivered through existing resources. Limited project-based costs (e.g. accessibility audits, training, design services) will be managed within operational budgets or considered through future budget processes.

Risk Management

The Bridging Plan mitigates risks associated with:

- Loss of momentum following the current DAP
- Insufficient evidence and consultation for future planning
- Misalignment with State Government priorities

Disability Action Plan Bridging Plan 2026–2027

Priority Actions – Disability Action Plan Bridging Plan 2026–2027

Priority Action	Description	Lead Area	Timeframe	Victorian Disability Action Plan Alignment
Review 2021–2025 DAP with ICAC	Partner with the ICAC to review the current DAP, identify actions to continue, and embed lived-experience insights into future planning.	Community Development / Community Wellbeing	March 2026	**Opportunity & Pride** – Voice and Leadership
Cross-Council collaboration on disability actions	Work with relevant Council departments to review current disability-related actions, service impacts and future needs, building a shared understanding of gaps and opportunities.	Community Development team	2026 – 2027 Ongoing	**Inclusive Communities** – Changing Attitudes **Opportunity & Pride** – Leadership
Workforce disability awareness training	Deliver disability awareness and inclusive decision-making training for Councillors, leaders and staff to support equitable policy,	People & Culture / Organisational Development	March 2027	**Inclusive Communities** – Changing Attitudes

Disability Action Plan Bridging Plan 2026–2027

	service and infrastructure outcomes.			
Establish Disability Action Working Group	Establish a cross-departmental working group to support delivery of the Bridging Plan and co-design the 2027+ DAP.	Community Development (Lead)Executive Leadership (Support)	2026 – 2027 Ongoing	**Opportunity & Pride** – Voice and Leadership
Accessibility audit of buildings and paths	Undertake an accessibility audit of Council buildings, footpaths and key public spaces to inform future planning and capital works prioritisation.	Assets & Infrastructure / Engineering	April 2027	**Inclusive Communities** – Transport, Parks and Tourism
Partner and sector engagement	Engage with local health, disability and community organisations to identify priority issues and gather data to inform the next DAP.	Community Development / Community Wellbeing	2026 – 2027 Ongoing	**Health, Housing & Wellbeing** – Health, Mental Health, NDIS

Disability Action Plan Bridging Plan 2026–2027

Review accessible communication and digital channels	Review Council's website, online platforms and customer service pathways to improve accessibility and ensure inclusive communication.	Communications & Engagement / Customer Experience	March 2027	**Inclusive Communities** – Digital Inclusion
Accessible reporting of infrastructure issues	Establish a streamlined and accessible process for reporting accessibility issues and create an internal register to inform future works and planning.	Assets & Infrastructure (Lead) Customer Service (Support)	June 2027	**Inclusive Communities** – Transport
Strategic alignment and climate considerations	Align the DAP with Council's strategic documents and assess climate change and emergency impacts on people with disability.	Strategy & Governance / Community Wellbeing	March 2026	**Health, Housing & Wellbeing** – Health **Fairness & Safety** – Safety in Emergencies
Accessible design of 2027+ DAP		Communications & Engagement	August 2027	**Inclusive Communities** –

Disability Action Plan Bridging Plan 2026–2027

	Engage a graphic designer with accessibility expertise to ensure the next DAP is clear, inclusive and accessible to all community members.			Changing Attitudes **Opportunity & Pride** – Pride and Recognition
Access and Inclusion with local businesses	Indigo Shire to work with businesses to improve inclusion and access through the Economic Development Department.	Economic Development	2026 – 2027 Ongoing	**Opportunity & Pride** – Employment and Economic Development
ICAC to be included in the review / assessment of land developments	Major developments to be presented to ICAC for review in early stages, and to continue to work with ICAC when there are new plans	Planning	2026 – 2027 Ongoing	**Opportunity & Pride** – Voice and Leadership

14 INFRASTRUCTURE SERVICES

14.1 ROAD NAMING - GREENBROOK AND RUTHERGLEN PARK ESTATE SUBDIVISIONS

Gregory Whorlow - Manager Assets & Property
Infrastructure Services

For Decision

RECOMMENDATION

That Council:

1. Endorses the road names for the Greenbrook subdivision, off Palmers Road, Barnawartha, of Apple Box Road, Lightwood Street and Cassinia Court;
2. Endorses the road names for the Rutherglen Estate, off Ready Street, Rutherglen of Swift Street and Curlew Street; and
3. Notes that officers will submit the road names to the Registrar of Geographic Names Victoria for final approval.

PURPOSE OF REPORT

To seek Council's endorsement of the proposed road names for the Greenbrook subdivision, off Palmers Road, Barnawartha, and the Rutherglen Park Estate, off Ready Street, Rutherglen. Locality plans for each of the subdivisions showing the proposed road names are provided as attachments to this report.

This report outlines the road naming requirements in accordance with the state government's *Naming Rules for Places in Victoria* 2022 and Council's *Road and Place Naming Policy*, for consideration by Council.

BACKGROUND

Place naming (for roads, features and localities) in Victoria is governed by the *Geographic Place Names Act 1998*. Under section 5 of the Act, the Victorian Government published the *Naming rules for Places in Victoria* (Naming Rules) in 2022. These are statutory requirements and apply to all government-owned or administered roads, features (natural or otherwise), and localities.

The Naming Rules set out the various requirements and processes for place naming, including naming principles (Section 2) and consultation requirements (Section 7).

Councils are naming authorities for roads and places under their jurisdiction and have a role in ensuring that proposed names comply with the Naming Rules and are acceptable to the Registrar of Geographic Names Victoria.

Council's *Road and Place Naming Policy* (the Policy), which was adopted in 2025, was developed to ensure alignment with the Naming Rules. The Policy requires Council to establish a Place Naming Committee (PNC). The PNC is an advisory committee responsible for evaluating proposals submitted by the community or developers against the Naming Rules and the Policy. Where required, the PNC will provide Council with recommended names for roads and places proposed to be named.

The PNC is comprised of a nominated Councillor (Cr Landells) and staff from the following areas of Council:

- Assets and Property
- Community Development
- Planning
- Burke Museum

The PNC met on 21 September 2026 to consider the names proposed by the developers for the Greenbrook and Rutherglen Park Estate subdivisions. The PNC considered the proposed names under the process set out in the Naming Rules and the Policy, which is set out below:

- Developers are required to liaise with Council officers prior to putting forward any suggested road names. Names may be provided by the PNC as suggestions to the developer.
- Developers may accept the suggestions provided but are welcome to submit their own proposed road names to Council for consideration.
- Developers must ensure any submitted names are compliant with the Naming Rules.
- Commemorative names to be used as new road names on new subdivisional roads must be supported by the PNC and have written consent from the person's family.
- Any proposed name that is in recognition of Traditional Owner culture and/or language will only proceed following the active involvement and endorsement of the relevant Traditional Owner group(s).
- Wider community consultation is not required for road names within new subdivisions where there are currently no residents, businesses or ratepayers who would be directly affected.
- A report will be provided to Council to endorse all proposed names for new subdivisional roads.
- Where a proposed road is named after a person, there will be a public exhibition period for community feedback. If required, a further report will be provided to Council to make a final decision.
- Approval of new subdivisional road names will be undertaken as part of the planning process following Council's approval of any names.

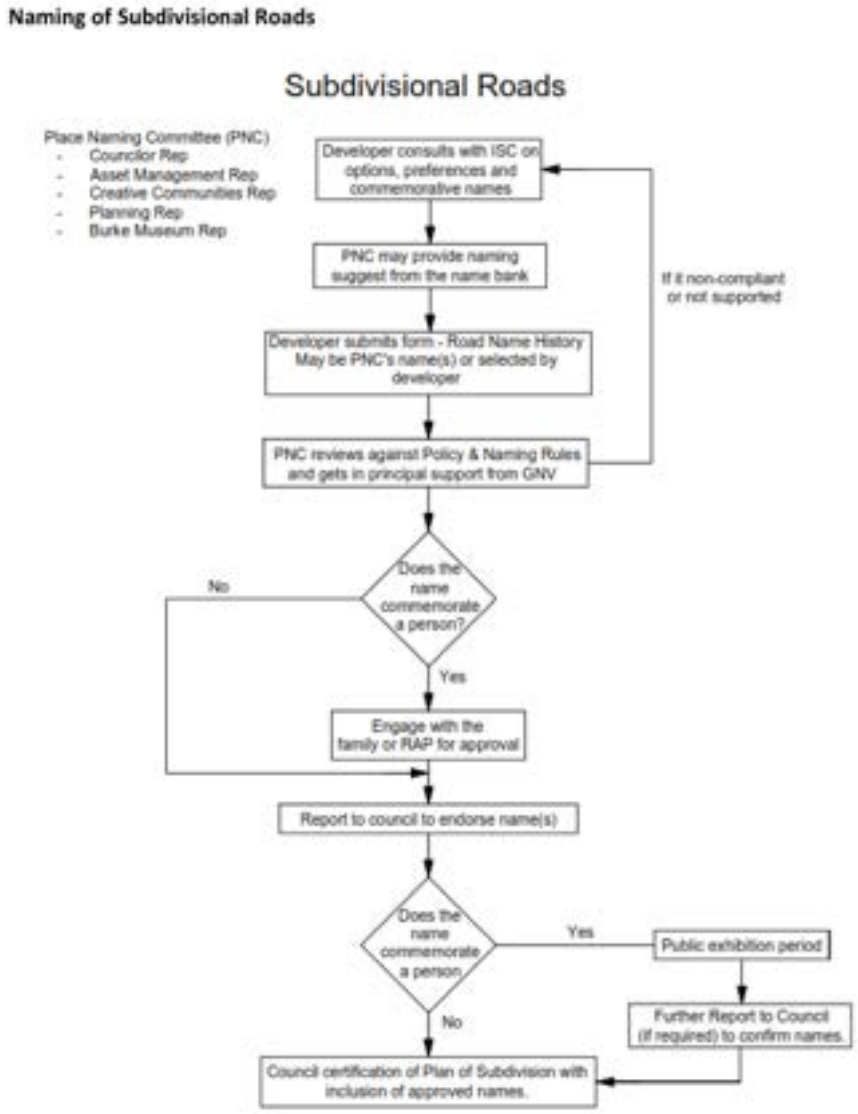


Figure 1: Naming of Subdivisional Road Process.

DISCUSSION

The developers of the Greenbrook subdivision, off Palmers Road, Barnawartha, and the Rutherglen Park Estate, off Ready Street, Rutherglen, proposed the following names for the new roads within their respective subdivisions:

1. Greenbrook Subdivision:
    a. Apple-Box Road
    b. Lightwood Street
    c. Cassinia Court

2. Rutherglen Park Estate Subdivision:
    a. Wanderer Lane
    b. Curlew Street

The PNC assessed the proposed names against the requirements of the *Naming Rules for Places in Victoria* and identified that the hyphen in the proposed name *Apple-Box* would need to be removed.

The PNC also assessed the proposed names for the Rutherglen Park Estate, where it was agreed that *Wanderer Lane*, which was derived from the Plains-wanderer, was considered somewhat ambiguous. The PNC agreed that the term "Wanderer" is not commonly used when referring to the Plains-wanderer. The PNC requested that the developer provide an additional name for the road, Swift Street was then proposed.

The final list of names proposed for consideration is therefore:

1. Greenbrook Stage 3:
    a. Apple Box Road
    b. Lightwood Street
    c. Cassinia Court

2. Rutherglen Park Estate:
    a. Swift Street
    b. Curlew Street

STRATEGIC CONTEXT

COUNCIL PLAN 2025 – 2029	
Theme	1. Places and Communities
Strategic Objective	1.3 Township Character and Heritage - Preserve and enhance the unique character and heritage of each township while facilitating appropriate development.
Key Strategy	1.1.9 Expand the network of sealed roads to improve the road surface and amenity on our highest priority roads in both urban and rural areas.

LEGISLATIVE IMPLICATIONS

The proposed road names have been assessed against the principles in the *Naming rules for Places in Victoria* and have been deemed acceptable.

RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Current Risk Rating	Controls
Community response to the proposed name.	Unlikely	Minor	Low	Adherence to the Naming rules for Places in Victoria and Road and Place Naming Policy.

COMMUNITY ENGAGEMENT

As detailed in the *Road and Place Naming Policy*, community consultation is not required for road names within new subdivisions where there are currently no residents, businesses or ratepayers who would be directly affected, or when a road is not being named after a person.

CONCLUSION

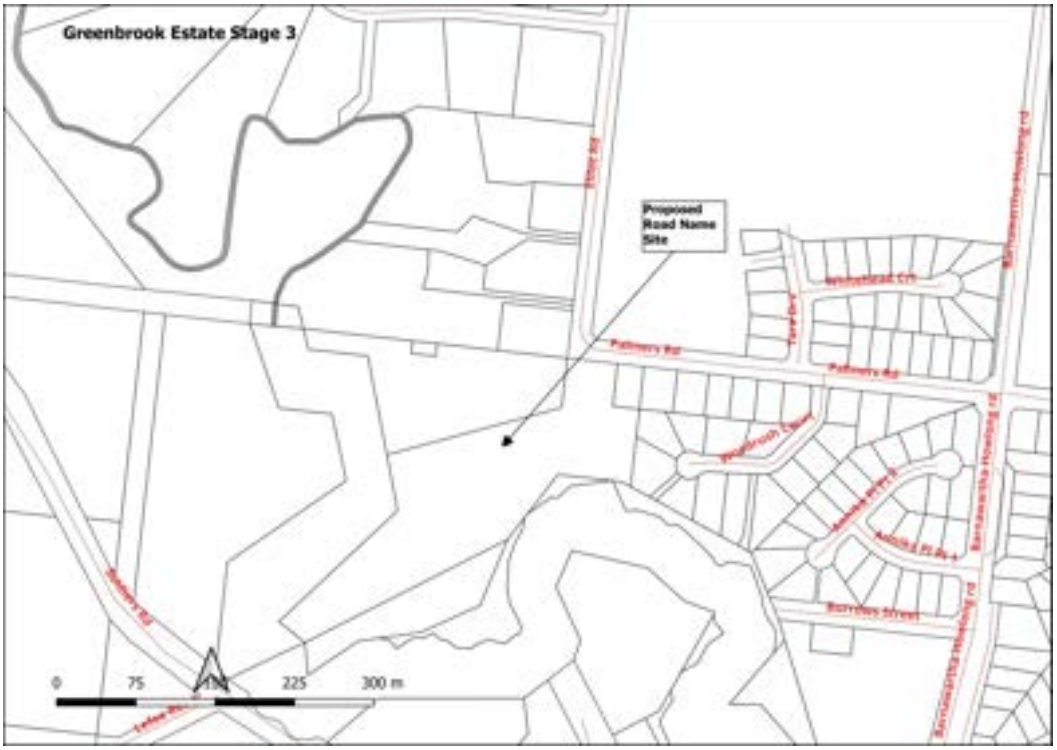
The developers of the Greenbrook subdivision, off Palmers Road, Barnawartha, have proposed the names of Apple Box Road, Lightwood Street and Cassinia Court for their subdivision. With the developers of the Rutherglen Estate, off Ready Street, Rutherglen proposing Swift Street and Curlew Street.

These names have been assessed and recommended by Councils Place Naming Committee (PNC) and are in accordance with the requirements of the *Naming rules for Places in Victoria.*

DECLARATION OF CONFLICT OF INTEREST

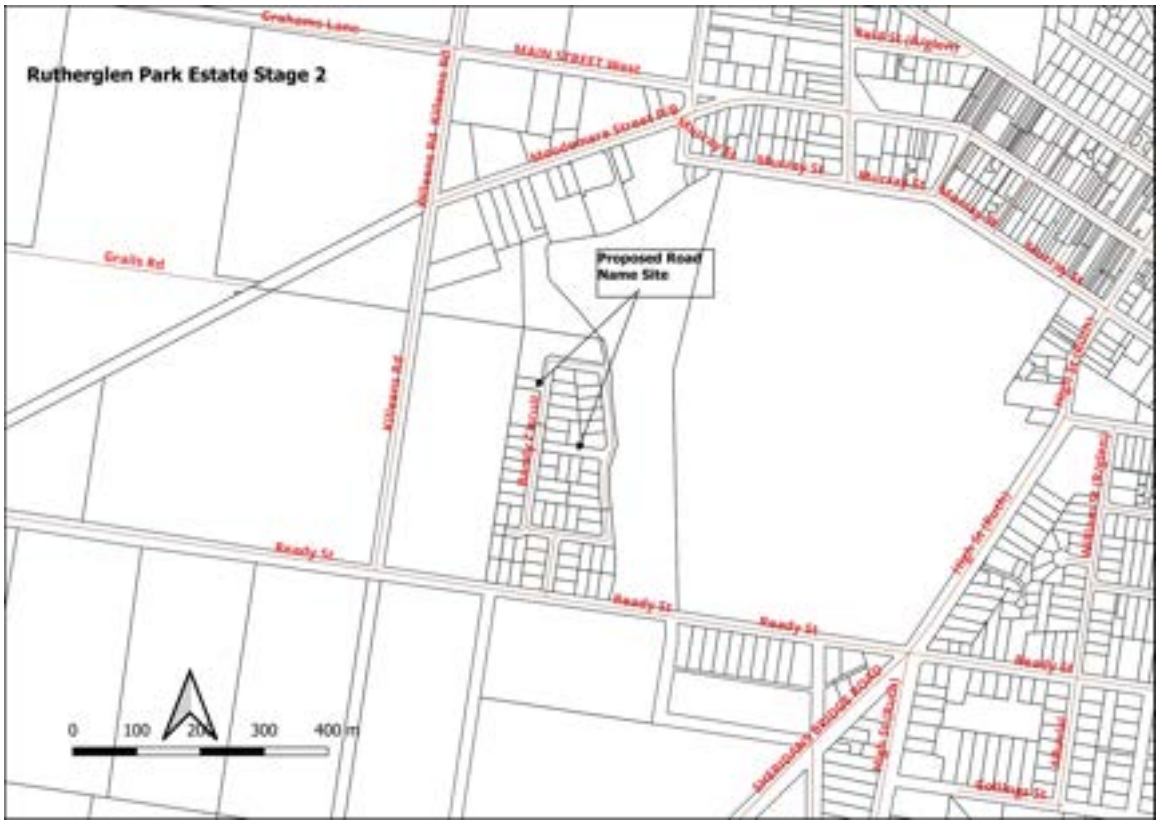
Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Ian Ellett - Director Infrastructure Services
- Greg Whorlow – Manager Assets and Property



Detailed Location





Detailed Location



14.2 SEPTEMBER 2026 CAPITAL WORKS REPORT

Nathan Mullane - Manager Capital Works and Waste
Infrastructure Services

For Decision

RECOMMENDATION

That Council notes the September 2026 Capital Works Report and year-to-date progress in the delivery of the Capital Works Program.

PURPOSE OF REPORT

The purpose of this report is to update Council on the progress of the 2026/27 Capital Works Program, to flag any current or upcoming issues, and to provide a summary of any highlights or specific details on individual projects.

BACKGROUND

At the June Council meeting, Council adopted the 2026/27 annual budget and capital works program which included an expenditure allocation of $15,010,032 total budget ($13,046,154 Capital, $1,963,878 Non-ISC). The adopted budget included a combined $5,479,674 of income ($4,720,557 Capital, $759,117 Non-ISC). This is presented in Table 1.

	Budgeted Expenditure			Budgeted Income		
	Capital	**Non-ISC**	**Combined**	**Capital**	**Non-ISC**	**Combined**
2026/27 Adopted Budget	13,046,154	1,963,878	15,010,032	(4,720,557)	(759,117)	(5,479,674)

Table 1. Budgeted Expenditure and Income

DISCUSSION

Details of individual project year-to-date expenditure and income are reported on in the attached Capital Works Monitor. In summary, the capital works program is currently as follows in Table 2;

	YTD Expenditure			YTD Income		
	Capital	**Non-ISC**	**Combined**	**Capital**	**Non-ISC**	**Combined**
Sept 2026 YTD Actuals	2,030,709	124,309	2,155,018	(911,007)	(427)	(911,434)

Table 2. Year-to-date (YTD) Expenditure and Income

At this stage of the financial year, until year-end adjustments are brought over through from the previous year, and adopted, some of the expenditure figures can be hard to reconcile. For this reason, the attached Capital Works Monitor includes details of the anticipated Q1 adjustments that have not yet been formally adopted.

CAPITAL WORKS ACTIVITIES OF NOTE FOR THE MONTH

Beechworth and Rutherglen Maternal Child Health Improvements ($51k)
Works have advanced with both the Beechworth MCH waiting room and Rutherglen MCH accessible toilet. Construction is nearing completion at the Beechworth site – providing a space that will act as both a waiting room for the MCH, and a meeting room or quite work space for the library when available. At Rutherglen, the construction of an accessible toilet is progressing well. Both projects are expected to be completed in by November.

IT GIS System Replacement ($54k)
The project for a replacement GIS system is well advanced. User Acceptance Testing (UAT) will soon begin with key internal customers to test the system configuration and functionality. The project is on track for completion before the end of the year.

Footpaths & Cycleway ($42k)
The Operations Team have recently undertaken construction works, for the renewal of broken and aged footpaths in and around Chiltern and Rutherglen, improving the safety and condition of these important community assets.
The release of the final contract security payment, for a section of the Rutherglen Loops Project, occurred in the month. This payment – the release of held funds owing to the contractor – occurs when the contracted works have satisfactorily reached at least 12 months post the date of practical completion. This was included in the Federal funding reconciliation at the time of the project completion, and funded at that time.

Roads Major Patching ($41k)
Work activities were completed for the repair and maintenance of several sealed pavement sections. Major patching activities address potholes and defects in our sealed roads, ensuring that we are able to maintain a waterproof road surface that is better able to cope with the traffic volumes.

Caravan Park Masterplan – Yackandandah ($72k)
With the transition to a new operator at the Yackandandah Caravan Park, provision was made as part of the implementation of the masterplan outcomes for the purchase or an on-site cabin to support continued short-stay rentals.

Chiltern Recreation Reserve Oval Lighting Upgrade ($39k)
With the contract awarded for the upgrading of the oval lighting, activities have commenced with the contractor locking in the supply of the poles and lanterns needed to complete the works. This project is progressing well, with the completion by the power authority of a necessary power upgrade, likely to be the main factor in the timing of finishing off the project.

CAPITAL WORKS PROGRAM DELIVERY COMMENTARY
The 2026/27 Capital Works Program is moving along steadily. Key pavement contracts have recently been awarded for our annual resealing and major patching works, and will be completed by December, which will see an up-kick in expenditure. The program is in a comfortable position, with approximately 14.5% of the adopted budget having been expended YTD.

The Q1 adjustment process will likely bring in additional budget across a number of incomplete projects and works. When this is factored in, the YTD completion drops to around 13.5% of the likely available budget.

Revised designs have now been received from consultants for five priority building projects, with officers now conducting checks on the scope details and assessing the project estimates, as part of budget management. These key projects are critical to the ability to deliver on a large portion of the program and significant efforts are going into them.

STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	2. Liveability
Strategic Objective	2.2 Our built environment, streetscapes, facilities, amenities and open spaces are safe, inviting, attractive, well maintained, contributing to a sustainable sense of place and pride.

There is no specific reference in the Council Plan about the broader capital works program, however many of the individual projects and programs are referred to specifically in the Council Plan.

SOCIAL/COMMUNITY IMPLICATIONS

Capital works projects often have a direct positive impact on the community. Project staff engage closely with the community and stakeholders to identify the project scope and ensure that external expectations align with the project deliverables.

ENVIRONMENTAL IMPLICATIONS

Project staff continue to consider potential environmental impacts in all aspects of their works and to adopted works practices to minimise the impact.

Each discrete project's environmental impact is assessed by project officers during the planning and implementation of the project. When required an Environmental Management Plan (EMP) is developed to control and minimise the potential impacts.

FINANCIAL IMPLICATIONS

Details of expenditure and income are set out in the Capital Works Monitor attached to this report. This report details the progress of the capital works program.

LEGISLATIVE IMPLICATIONS

Council is required to responsibly manage and report on the budget at least quarterly including capital works. The procurement requirements of the Local Government Act and Council's Procurement Policy are adhered to with all expenditure.

RISK & OPPORTUNITY MANAGEMENT

Every project has unique risks and opportunities. Risk management is conducted at the project level and is embedded as part of the project delivery methodology.

COMMUNITY ENGAGEMENT

Community and other stakeholder engagement is done on a project level and varies according to the project deliverables and impacts on the community.

CONCLUSION

The 2026/27 Capital Works program has no significant issues and is going well at this stage of the year. It will be fantastic to see some of our pavement works getting underway in the coming months – given how critical we know pavement conditions are for asset management, and our communities.

DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Ian Ellett - Director Infrastructure Services
- Nathan Mullane – Manager Capital Works and Waste

Attachments

1. CWM Sept report for Oct meeting [**14.2.1** - 10 pages]

Last Update15/10/26

Sep-26

Project Name	Project Description / Scope / Value	EXPENDITURE 2026/27 Adopted Budget	** Proposed Carry Over Amounts from 2025/26	New Projects and Amendments	** Available 2026/27 Budget (inc Carry Overs)	YTD Actuals	INCOME 2026/27 Adopted Income Budget	** Proposed Carry Over Amounts from 2025/26	New Projects and Amendments	** Available 2026/27 Income Budget (inc Carry Overs)	YTD Actuals	Current Stage	Project Manager Comments September
Land													
SUBTOTAL Land		**0**	**0**	**0**	**0**	**0**							
Land Improvements													
Beechworth Early Years Learning Centre - Fencing	Construction of new section of boundary fence to align with new lease boundary at south eastern corner of site.	**20,000**	0	0	**20,000**							Planning	OIt is intended that the lease process is completed prior to the fencing proceeding.
SUBTOTAL Land Improvements		**20,000**	**0**	**0**	**20,000**	**0**							
Community Facilities													
Public Toilets Improvements & Upgrades	Funding to support minor upgrades to the public toilets	**30,000**	0	0	**30,000**							Planning	Reviewing list of potential renewal works.
Beechworth Neighbourhood Centre (Quercus) Public Toilet .	Planning and design of new toilet, with construction funding to be allocated in future years	**20,000**	0	0	**20,000**	**1,466**					-	Planning	Site inspections and user group discussion have been completed. Need to meet with heritage consultant, and building surveyor.
Upgrades and Amenity improvements to Maternal & Child Health Facilities	Works to include replacement of flooring to Rutherglen MCH, amenity improvements to the MCH customer waiting room at Beechworth, and other facilities.	**61,000**	0	0	**61,000**	**783**						Planning	Will be completed in conjunction with other MCH works.
Chiltern Community Hub Access Improvements	Replacement of main entrance doors as well as door furniture on other access doors to improve accessibility.	**30,000**	0	0	**30,000**	**70**						Procurement underway	Facility inspection completed. RFQ closing, an dworks planned to occur before the end of the year.
Beechworth Early Years Centre Roof	Roof reconfiguration and improvements to address leaking issues	**150,000**	-623	24,808	**174,185**	**2,162**						Implementation Underway	Revised design completed. With the endorsed scope and some additional budget, the tender is being drafted, ready to advertise.
Beechworth Maternal Child Health Building Improvements	Creation of a separate waiting room, and soundproofing improvements to the consultation room Project ~~$45,000~~ $60,000 Grant $15,000 Council $30,000 +$15,000	**35,000**	-8,499	15,000	**41,501**	**48,273**	-	-	-	-	-	Construction Underway	Site works well advanced. Nearing completion.
Rutherglen Maternal Child Health Building Accessible Toilet	Improvements to the toilet facilities at the MCH project ~~$60,375~~ $75,375 grant $40,944 (Tiny Towns) council cash $19,431 (from Com & Tourism Projects budget) + $15,000	**50,375**	-371	15,000	**65,004**	**33,057**	**(20,944)**	-		**(20,944)**	**(15,944)**	Construction Underway	Site works underway. Almost 50% complete.
Rutherglen Maternal & Child Health Building Upgrade	Building improvements to kitchen to enhance customer and staff amenity. Able to be completed due to additional MCH funding provided from State Gov	**0**	0	72,118	**72,118**				**(72,000)**	**(72,000)**		Planning	Completing scoping and project estimate.
Air condition / Heating system renewals	Ongoing program of renewal / replacement of air conditioning systems, from priority audit report. Rutherglen & Chiltern halls	**85,402**	15,000	0	**100,402**	**21,564**				-	-	Implementation Underway	Quotations being obtained for the Chiltern Hall as the first priority.
Yackandandah Kinder - extension design	Design project, to develop an expansion option for the Yack Kindergarten. Grant funded by the VSBA of $134,752	**0**	0	134,752	**134,752**	**1,698**	-	-	**(134,752)**	**(134,752)**		Planning	Scope finalised, and awaiting quotes from designers.
SUBTOTAL Community Facilities		**461,777**	**5,507**	**261,678**	**728,962**	**109,074**	**-20,944**	**0**	**-206,752**	**-227,696**	**-15,944**		

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Museums & Historical Sites													
Heritage Building Renewal - Beechworth Town Hall	Renewal works to Beechworth Town Hall roof and associated leak damage Project initial TEC $125,000 (all ISC), revised March 25 $625,000 Grant Agreement amount $400,000 ISC initial budgeted amount $125,000 ISC additional grant budget amount $100,000	**498,940**	44,487	0	**543,427**	**2,455**	**(278,599)**			**(278,599)**	-	Implementation Underway	Detailed design has been completed. Initial scope of work is significantly over budget. Currently completing value management - targeting priority roof works, to provide water tight building. Awaiting revised design plans.
Beechworth Town Hall Rear Door Repairs	Repair and conserve rear external storage doors - 3 sets of doors.	**45,000**			**45,000**	**79**						Planning	Design documentattion has been compleetd. Will be packaged up with other works for joint delivery.
Burke Collection Storage Remediation	Remediate rising damp issues and climate control equipment.	**40,000**			**40,000**	**1,066**						Procurement Underway	Detailed design work completed, and RFQ sent out.
Gold Warden & Chinese Protectorate Conservation Works	Priority works as per conservation audit 2024, gutter and drainage repairs, repaint and refloor Gold Wardens Office. 2-year project with estimated total cost of $50,000	**15,000**			**15,000**	**355**						Planning	*3D Building surveys to be completed to gather an accurate picture of the existing conditions, to help inform the design task.*
Beechworth Sub Treasury Conservation Works	Priority works as per conservation audit 2024, gutter and drainage repairs, rising damp issues and repainting. 2-year project with estimated total cost of $60,000	**15,000**	-170		**14,830**	**434**						Planning	*3D Building surveys to be completed to gather an accurate picture of the existing conditions, to help inform the design task.*
Beechworth Powder Magazine Door and Gate Repairs	Renewal of weathered and dilapidated entry door and gate, and minor ancillary works.	**35,000**			**35,000**	**632**						Planning	Design documentattion has been completed. Will be packaged up with other works for joint delivery.
Burke Museum Roof repairs	Repair and remediate leaking roof and protect agaist larger storm events	**100,000**	19,944		**119,944**	**6,976**						Implementation Underway	Contractor engaged, and soon to commence on site. Tree removal request underway for adjacent trees that add significant debris to the roof. Minor scope changes being completed based on contractor feedback.
Chiltern Athenaeum						**4,555**							
SUBTOTAL Museums & Historical Sites		**748,940**	**64,261**	**0**	**813,201**	**16,553**	**-278,599**	**0**	**0**	**-278,599**	**0**		
Public Halls													
Yackandandah Public Hall	Refurbishment and repairs of Roof over foyer area	**0**	29,169	0	**29,169**	**2,635**					-	Procurement underway	RFQ advertised, for foyer roof works
Rutherglen Memorial Town Hall Roof	Roof Replacement	**0**	8,486		**8,486**							**Completed**	
SUBTOTAL Public Halls		**0**	**29,169**	**0**	**37,655**	**2,635**							
Swimming Pool Facilities													

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Swimming Pool Renewal Works	Refurbishment and renewal of major pool plant and equipment, based on condition assessments.	140,000	33,814		**173,814**	**0**					-	Implementation Underway	Repair works underway on water leaks at the Rutherglen pool.
SUBTOTAL Swimming Pool Facilities		**140,000**	**33,814**	**0**	**173,814**	**0**							
Municipal Offices													
Key Security System Renewal & Compliance	Replace existing, non-compliant master key system and upgrading building security systems - all shire buildings	**49,127**	10,000	0	**59,127**	**0**					-	Planning	Meeting with new technology providers to address significant security risk concerns. Requested quotes
External Building Lock Replacement	Replacement of external locks and swipe readers due to old cards no longer being supported.	**9,000**	5,000	0	**14,000**	**0**						Planning	Meeting with new technology providers to address significant security risk concerns. Requested quotes
Solar and Battery Upgrades - Rutherglen and Chiltern Memorial Halls.	Installation of solar panels and battery storage at Chiltern Memorial Hall and Rutherglen Memorial Hall. [Total project cost $102,082 Community Energy Upgrade Fund grant $51,041 Council contribution $51,041] Part covered in 2025/26 year, this provides for the balance of income and expenditure.	**82,082**	19,925	0	**102,007**	**994**	**(35,728)**	-	-		**(30,623)**	Procurement Underway	Quotation awarded. Works to be scheduled by supplier.
EV Charging - Beechworth	Electric vehicle charging station to support additions to the EV Fleet	**10,000**	0	0	**10,000**	**11**						Procurement Underway	RFQ sent out for chargeing unit. Ops to complete alterations to carpark area.
Pines Office Refit	Refit of Pines Office, scope to be confirmed	**20,237**	4,571	-24,808	**0**	**0**					-	**Completed**	Kitcken works completed. Savings from project budget has been reallocated to other works.
SUBTOTAL Municipal Offices		**170,446**	**39,496**	**-24,808**	**185,134**	**1,005**	**-35,728**	**0**	**0**	**0**	**-30,623**		
Motor Vehicles & Plant													
Fleet Replacement	New vehicles in accordance with forward replacement program 2 x Building Services Utilities, 1 x Asset Inspection SUV	**180,000**	94,947		**274,947**	**465,856**	**(50,000)**		-	**(50,000)**	**(38,356)**	Procurement Underway	Regular quotation, ordering, and delivery process occurs throughout the year.
Plant Replacement	New Plant and Equipment in accordance with forward replacement program New budget 1 x Grader, 1 x Forklift, 1 x Truck Deferred budget 1 x Crane Truck, 1 x Heavy Tipper, 1 X Light Tipper	**1,701,237**	561,340		**2,262,577**	**517,459**	**(250,000)**	-	-	**(250,000)**	**(51,568)**	Procurement Underway	Regular quotation, ordering, and delivery processes occur throughout the year. Often plant items have very long lead times, which may impact on the ability to complete the budgeted procurements.
Minor Plant	Renewal of small plant & equipment (chainsaws, blowers, etc)	**40,000**	0	0	**40,000**	**23,198**	-				**(18,535)**	Procurement Underway	Renewals processed as needed, ahead of product reaching end of life.
SUBTOTAL Motor Vehicles & Plant		**1,921,237**	**656,287**	**0**	**2,577,524**	**1,006,513**	**-300,000**	**0**	**0**	**-300,000**	**-108,458**		
Furniture & Equipment													
Street & Park Furniture - Renewal	Renewal of priority street and park furniture	**35,000**	0	0	**35,000**	**105**					-	Implementation Underway	

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Play Equipment Replacement	Renewal of priority playground assets, including accessibility improvements, shade sails, informed by the Play Space Review and Strategy	**65,000**	4,090	0	**69,090**	**3,750**					-	Implementation Underway	
SUBTOTAL Furniture & Equipment		**100,000**	**4,090**	**0**	**104,090**	**3,856**					-		
Computers & Telecommunications													
IT Renewal Priorities	Annual replacement of server and network hardware	**232,520**	-277	0	**232,243**	**45,872**					-	Implementation Underway	Server build and phase 2 network redesign underway.
Computer Replacement Program	Annual renewal of IT hardware	**75,000**	710	0	**75,710**	**5,338**					-	Implementation Underway	IT team will commence hardware and vendor review in early october due to price rises with current computer and laptop vendor
Implementation of HR Info System	Implementation of HR Info System	**0**	16,387	0	**16,387**	**0**						Implementation Underway	
IT refresh for Finance Systems	Implementation of new finance IT System	**0**	47,531	0	**47,531**	**30,093**					-	Implementation Underway	Staddle Budgeting and Reporting platform procurement completed, July 2026. Implementation underway.
Project Management Online	New Project Management software	**7,453**	0	0	**7,453**	**0**					-	Implementation Underway	Implementation & Training underway
IT Cyber Uplift	Upgrade of Cyber Security Capabilities	**0**	10,000	0	**10,000**	**0**					-	Implementation Underway	
Electronic Timesheets	New Timesheet Management platform	**0**	-3,675	0	**-3,675**	**0**					-	Implementation Underway	Phase 2 Single cost centre staff go live went live pay run ending 30th August. Planning now underway for Phase 3 Multi Cost Centre and Complex Staff roll out, ETA by December 26
GIS System Replacement	Replacement of existing GIS system that has become unfit for purpose	**80,000**	100,000	0	**180,000**	**141,027**					-	Implementation Underway	Data migration and initial map build and web app experience build complete. Playback and validation with staff commencing. Project is ahead of schedule.
Trim Upgrade	Upgrade of the records management system (Trim) to ensure security and compliance with statutory requirements	**0**	36,430	0	**36,430**	**0**						**Completed**	Project completed.
IT Strategy implementation.	IT Strategy implementation and adoption of Cloud based architecture.	**250,000**			**250,000**	**0**					-	Implementation Underway	
SUBTOTAL IT Projects		**644,973**	**207,106**	**0**	**852,079**	**222,330**							
Library Services													

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Library Stock Items	Replacement of old library books and associated materials.	**76,000**	0	0	**76,000**	**14,860**	**(6,601)**			**(6,601)**	**(175,857)**	Procurement Underway	Regular ordering and delivery occurs throughout the year.
Premier's Reading Challenge	Premier's Reading Challenge stock purchase	**6,601**	0	0	**6,601**	**0**	**(65,000)**			**(65,000)**	-	Procurement Underway	Regular ordering and delivery occurs throughout the year.
SUBTOTAL Library Services		**82,601**	**0**	**0**	**82,601**	**14,860**	**-71,601**			**-71,601**	**-175,857**		
Bridges													
Bridge Minor Renewal Works	Minor works to bridges or components including guard rail, decks, abutments and rock beaching.	**40,000**	0	0	**40,000**	**0**					-	Planning	Scoping in progress to address Bridge Guardrail issues identified within Level 2 inspection report
Bridge Replacement - McFeeters Rd	Replacement of McFeeters Rd Bridge. Original budget (2025/26) was $750k including $600k of grant funding and $150k ISC. Engineering estimates now put construction costs at $825k ($660k of grant funding and $165k ISC).	**50,000**	0	0	**50,000**	**0**				-		On Hold	External Funding not yet secured. Planning well progressed.
Bridge Major Renewal Works	Strengthening and major renewal works to the following bridges: * Soldiers Road bridge - abutment works. * Boorhaman East Road bridge - abutment strengthening and kerb renewals.	**222,898**	27,618	0	**250,516**	**5,751**				-	-	Planning	Detailed scoping and investigations in progress to address identified renewal issues.
SUBTOTAL Bridges		**312,898**	**27,618**	**0**	**340,516**	**5,751**	**0**	**0**	**0**	**0**	**0**		
Footpaths & Cycleway													
Rutherglen Wine Walk Cycle Trail	Creation of a ~48km riding, walking trail through the Rutherglen and Wahgunyah wine region connecting wineries and areas of significant environmental and historic value.	**0**	5,341	0	**5,341**	**19,316**	-			-	-	**Completed**	Project in Close Phase. Minor Defects and closeout remaing.
Footpath Renewals	Renewal works to existing footpaths and trails shire wide based on asset condition data and inspections.	**80,000**	0	0	**80,000**	**25,883**	-				-	Implementation Underway	Isolated footpath renewals being completed to an Operations works schedule.
Main Street, Rutherglen	New footpath, to complete a link from the new aged care facility, along Main St to Fortune St	**45,600**	38,704		**84,304**	**90,540**	-					**Completed**	New footpath was constructed in July 2026.
Isaacs Ave, Yackandandah	Construction of footpath from Isaacs Avenue opposite Hospital to Railway Avenue	**83,500**	0	0	**83,500**	**0**	**(39,429)**				-	Planning	
SUBTOTAL Footpaths & Bikepaths		**209,100**	**44,045**	**0**	**253,145**	**135,738**	**-39,429**	**0**		**0**	**0**		
Beechworth to Yackandandah Rail Trail													
All earlier sections	All earlier sections and stages	**0**	0	0	**0**	-					-	**Completed**	
SECTION 7 - Kibell Lane	Approximately 4.9km of new trail within the Kibell Lane road / rail reserve	**50,000**	0	0	**50,000**	-					-	Implementation Underway	All contrsuction works compleyted. Some land tenure matters being resolved, and planning for possible future upgrades.
Rail Trail Wayfinding & Signage	Supply and installation of wayfinding and signage	**0**	0	0	**0**	-					-	**Completed**	

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Rail Trail - Project Management	Staff and contractor time directly relating to Project Management costs across all sections of the Beechworth to Yackandandah Rail Trail.	**0**	8,426	0	**8,426**	**1,188**					-	Implementation Underway	All contrsuction works compleyted. Project Management activities continue to occur.
SUBTOTAL AND OVERALL BUDGET LINE - RAIL TRAIL	Extension of the Murray to Mountains Rail Trail - Multi Year Project with multiple stages as outlined above.	50,000	**8,426**	**0**	**58,426**	**1,188**				-	-		
SUBTOTAL all Footpaths & Bikepaths		**259,100**	**52,471**	**0**	**311,571**	**136,927**				**0**	**0**		
Kerb & Channel													
Havelock Street Barnawartha	New kerb and channel and drainage works including general tidy up of Havelock Street and town entrance. Project Budget $80,000 (fully grant funded)	**0**	72,179	0	**72,179**	**0**					**(20,125)**	Planning	Operations to schedule works.
New Kerb and channel	New kerb and channel in priority locations	**0**	20,000	0	**20,000**	**5,900**					-	Planning	Operations to schedule works.
Kerb and channel replacement	Continue with priorities based on condition assessments	**0**	63,128	0	**63,128**	**317**					-	Planning	Operations to schedule works.
SUBTOTAL Kerb & Channel		**0**	**155,307**	**0**	**155,307**	**6,217**	**0**	**0**	**0**	**0**	**-20,125**		
Rural Roads													
Final Seals Program	Final sealing of priority roads and trails.	**65,000**	0	0	**65,000**	**0**	-				-	Implementation Underway	Contract awarded in Sept. Site preparation works progressing, ahead of Nov sealing.
Roads Major Patching	Patching of priority roads.	**223,000**	14,550	0	**237,550**	**52,320**	-				-	Procurement Underway	Works have commenced across various sites. Major contract to be awarded.
Resealing Program	Sealing of priority roads	**645,000**	0	0	**645,000**	**8,809**	-				-	Implementation Underway	Contract awarded in Sept. Site preparation works progressing, ahead of Nov sealing.
Road design and planning	Design development of future capital projects - individual project values vary annually.	**100,000**	-26,296	0	**73,704**	**6,572**	-				-	Implementation Underway	Regular design and advice being obtained for future works.
Resheeting program - Western	Resheeting of priority roads across the Western sector of the Shire	**747,000**	-70,801	0	**676,199**	**935**	-				-	Procurement Underway	tender advertised for material supply and cartage.
Resheeting program - Eastern	Resheeting of priority roads across the Eastern sector of the Shire	**0**	0	0	**0**	**935**	-				-	Procurement Underway	tender advertised for material supply and cartage.
Sealed Pavement Rehabilitation	Pavement rehabilitation works to priority sealed roads.	**587,000**	13,300	0	**600,300**	**8,691**	-				-	Planning	Planning is well advanced, Procurement for works proposed in late Oct. Up River Rd to be the major focus of works.
Mahon Lane		**0**	0		**0**	**4,986**	-					**Completed**	

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Safe Local Roads and Streets	TAC funding for road safety works to reduce the likelihood and severity of crashes. ($2m over two years 25/26 & 26/27)	**1,850,000**	108,448	0	**1,958,448**	**1,064**	**(1,900,000)**			**(1,900,000)**	**(489,000)**	Planning	Detailed designs are underway, being completed by SMEC, who were appointed by the TAC. Designs to be endorsed by TAC, and DTP.
Loan Borrowings	Loan Borrowings to support capital program for strategic and multi generational projects						-	-	-	-			
Roads to recovery income	Income tracking only					**0**	**(1,620,628)**	-	-	**(1,620,628)**	**-**		
LRCIP Round 1 Income	Income tracking only						-			-	-		
LRCIP Round 2 Income	Income tracking only						-			-	-		
LRCIP Round 3 Income	Income tracking only					**0**	-			-	-		
LRCIP Round 4A Income	Income tracking only						-			-	-		
LRCIP Round 4B Income	Income tracking only					**0**	-			-	-		
SUBTOTAL Rural Roads		**4,217,000**	**39,201**	**0**	**4,256,201**	**84,312**	**-3,520,628**	**0**	**0**	**-3,520,628**	**-489,000**		
Urban Roads													
Urban Road Sealing	Construction and sealing of priority urban roads.	**135,000**	0	0	**135,000**	**0**	-				-	Planning	
Town Zone CBD Speed - Loch St		**0**	0		**0**	**26,155**	-					**Completed**	Works have been completed to support the 40km/hr town speed limit. Reimbursement funding is available via DTP.
Chiltern Town Zone Speed - Conness Street						**8,312**						**Completed**	Linemarking has been completed to support the 40km/hr town speed limit. Reimbursement funding is available via DTP.
Polmear Rd sealing		**0**	0		**0**	**4,622**	-					**Completed**	Works completed in 25/26
Barnawartha School Crossing upgrade	Construction of a safer, raised pedestrian crossing at the Barnwartha School	**68,050**	737	**0**	**68,787**	**1,814**	**(29,847)**			**(29,847)**	**-**	**Completed**	Wombat Crossing construction completed in Sept Holidays.
High St Rutherglen, design of showgrounds entrance	Design of an improved entrance for the Rutherglen showgrounds site, making it safer for entering and exiting vehicles, and pedestrian movements.	**12,081**	18,826	**0**	**30,907**	**11,387**	**(18,656)**			**(18,656)**	**-**	Implementation Underway	Detailed design underway. Project is not funded for constrcution works.
SUBTOTAL Urban Roads		**215,131**	**19,563**	**0**	**234,694**	**52,290**	**-48,503**	**0**	**0**	**-48,503**	**0**		
Steetscape Works											-		
Barnawartha Streetscape improvments	Landscape works, to improve the amenity at the main intersection in Barnawartha project $60,300 grant $45,125 (tiny Towns) council $15,175	**40,300**	18,623		**58,923**	**0**	**(20,125)**			**(20,125)**	**-**	Planning	Scope of works is being revisited, as original scope was not able to be completed within budget.
Tangambalanga Streetscape Development	Planning , engagement, design and development of plans for streetscape refurbishment of Tangambalanga Kiewa East Road. Design Project TEC $80,000	**10,569**	-1,895	0	**8,674**	**3,002**		-	-	-	-	Implementation Underway	Community Consultation Completed. Community feedback is currently being assessed with consideration for potential amendments to
SUBTOTAL Streetscape Works		**50,869**	**-1,895**	**0**	**67,597**	**3,002**	**-20,125**	**0**	**0**	**-20,125**	**0**		
Drainage											-		

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Rural Road Drainage	Upgrading of rural drainage infrastructure (Shire wide), including road culverts, roadside table drain construction	**77,208**	14,247	0	**91,455**	**45,162**					-	Implementation Underway	Design being developed for Singvale Lane Kiewa.
Heritage drain rehabilitation	Repair and rehabilitation of heritage granite drains in various locations in Beechworth.	**0**	3,577	0	**3,577**	**0**					-	Implementation Underway	Some minor heritage drain works to be completed in the west end of Camp St, Beechworth.
Urban Drainage	Priority projects for 2026/27 include: * Main Street Drainage, Wahgunyah * Detention basin, Tangambalanga	**375,265**	-100,222	0	**275,043**	**10,962**					-	Implementation Underway	Main Street Wahgunyah tender period finished on 15/10/2026. Windham will follow.
	Wellsford St / hammond St intersection drainage					**42,903**						**Completed**	
SUBTOTAL Drainage		**452,473**	**-82,398**	**0**	**370,075**	**99,028**	**0**	**0**	**0**	**0**	**0**		
Natural Disaster Events - DRFA											-		
SUBTOTAL Flood Damage Events - DRFA		**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**		
Parks, Openspace & Streetscape													
Water Bubblers	Supply and installation of water bubblers in priority locations across the Shire.	**7,946**	-1,492	0	**6,454**	**955**					-	Implementation Underway	Minor Drain repair and vertical straightening occurring at Ford St site.
Kiewa River Land	Planning and minor site works to facilitate safe public access to the Kiewa river. Total Project Value $180,000 Grant funds $90,000 Council funds ~~$90,000~~ $130,000	**10,926**	-10,926	0	**0**	**323**	-			-	-	**Completed**	No further physical works budgetd for the park.
SUBTOTAL Parks, Openspace & Streetscape		**18,872**	**-12,418**	**0**	**6,454**	**1,278**	**0**	**0**	**0**	**0**	**0**		
Recreation Reserves											-		
Caravan Parks Renewal	Funding to support minor upgrades within the caravan parks.	**43,198**	20,000	0	**63,198**	**0**	-				-	Planning	
Caravan Park Master Plan - Rutherglen	Upgrades to the built and supporting infrastructure which is in keeping with the requirements of the Master Plan for the caravan park.	**1,159,639**	-113,108	0	**1,046,531**	**180,064**	-					Implementation Underway	Works completed by the Tenant on the camp kitchen and amenities block. Quotes beinhg obtained for the second stage of development.
Caravan Park Master Plan - Beechworth	Upgrades to the built and supporting infrastructure which is in keeping with the requirements of the Master Plan for the caravan park.	**1,380,000**	0	0	**1,380,000**	**0**	-					Planning	Planning permit Application is in its final stages.
Caravan Park Masterplan - Yackandandah	Priority works and equipment acquisition required to support the ongoing operation of the caravan park.	**100,000**	0	0	**100,000**	**72,120**	-					Planning	Cabin & Garage have been purchased, carpet is being ordered for residence. No other issues identified at this stage.
Yack Sports Park - Access lift	Removal of the defective stair lift, and modifications to existing stair access, including installation of handrail.	**10,000**	4,879	0	**14,879**	**6,182**	-					**Completed**	The old, defective stair lift has been removed, and a new compliant handrail has been installed.

Last Update15/10/26

Sep-26

Project Name	Project Description / Scope / Value	EXPENDITURE 2026/27 Adopted Budget	** Proposed Carry Over Amounts from 2025/26	New Projects and Amendments	** Available 2026/27 Budget (inc Carry Overs)	YTD Actuals	INCOME 2026/27 Adopted Income Budget	** Proposed Carry Over Amounts from 2025/26	New Projects and Amendments	** Available 2026/27 Income Budget (inc Carry Overs)	YTD Actuals	Current Stage	Project Manager Comments September
Strategic Community Projects	Seed funding to support grant applications for capital expenditure and / or project development and delivery for specific priority community capital projects (typically recreation or tourism).	**100,000**	0	0	**100,000**	**0**	-				-	Planning	
*** Refurbishment of Old Chiltern Library**	Refurbishment of old Chiltern Library space to support community use [Total Project cost $60,000 Tiny Towns Grant $45,000 Council Contribution $15,000] (Project subject to successful grant application)	**60,000**	0	-15,000	**45,000**		**(45,000)**			**(45,000)**	-	on hold	Have been advised that Grant application was unsuccessful. Council budgeted contribution has been reallocated.
*** Rutherglen Maternal & Child Health Building Upgrade**	Building improvements to enhance customer amenity [Total Project cost $60,000 Tiny Towns Grant $45,000 Council Contribution $15,000] (Project subject to successful grant application)	**60,000**	0	-15,000	**45,000**		**(45,000)**			**(45,000)**	-	on hold	Have been advised that Grant application was unsuccessful. Council budgeted contribution has been reallocated.
Yackandandah Pump Track	Design and construction of a beginners level pump track at the yack Sports Park State Gov 2025 budget commitment $250k	**245,000**	-12,899	0	**232,101**	**3,706**	**(245,000)**			**(245,000)**	-	Implementation Underway	Contractor appointed to undertake D&C. Project progressing well. Community consultation completed to help inform the design.
Yack Sports Park - Cricket Nets redevelopment	Funding provided by Cricket Victoria, in support of a future larger development application.	**0**			**0**	**0**	-		(36,000)	**(36,000)**	**(36,000)**	Planning	
Yack Sports Park - Creekside Playground	Development of a new creekside playground at the Yack Sports Park, to be completed by the CoM. Grant $50,000 CoM contribution $28,000	**0**	0	78,000	**78,000**	**0**	-		(78,000)	**(78,000)**	**(25,000)**	Planning	
Baarmutha Park Cricket Nets						**1,449**					**(10,000)**	**Completed**	
Tangambalanga Tennis Courts Upgrade	Upgrade of two existing courts to improve the surface, increase user safety, meet dimension requirements, and improve lighting Project Budget $524,814 Grant Funding $393,610 (SRV LSIF) as per funding agreement Contribution CFNC $25,500 Council Funds $105,704.50 $474,814 to be allocated in 27/28 budget	**50,000**	0	0	**50,000**	**784**	**(50,000)**			**(50,000)**	-	Planning	
Parks, Open Space & Streetscapes							-						
Parks and Gardens Renewal	Renewal of irrigation systems and other parks infrastructure.	**22,000**	0	0	**22,000**		-					Planning	
SUBTOTAL Recreation Reserves		**3,229,837**	**-101,128**	**48,000**	**3,176,709**	**264,304**	**-385,000**	**0**	**0**	**-335,000**	**-71,000**		
Non - ISC Assets													
Carlyle Cemetery	Drainage improvement works within the cemetery. Project TEC $45,000 Reduced to $26,000	**0**	8,853	0	**8,853**	**0**				**-**	-	Construction Underway	
Barnawartha Recreation Reserve Oval Lighting	Installation of four light poles, with new 100 LUX LED floodlighting Project Budget $349,474 Grant Funding $250,000 (SRV) Contribution BFC $25,000 Council Funds $74,474 ($44,474 (from 24/25))	**77,692**	-5,666		**72,026**	-			-	**-**	**(427)**	**Completed**	Works completed under budget. Project funds returned to all parties. Total Project Expenditure: $277,447.68 Total Project Saving of $72,026.32 SRV saved $41,914.24 Council saved ~$22,452.56 Club saved ~$7,659.52

Last Update15/10/26

Sep-26

		EXPENDITURE					INCOME						
Project Name	Project Description / Scope / Value	2026/27 Adopted Budget	** Proposed Carry Over Amounts from 2025/26	New Projects and Amendments	** Available 2026/27 Budget (inc Carry Overs)	YTD Actuals	2026/27 Adopted Income Budget	** Proposed Carry Over Amounts from 2025/26	New Projects and Amendments	** Available 2026/27 Income Budget (inc Carry Overs)	YTD Actuals	Current Stage	Project Manager Comments September
Butson Park, Yackandandah Changerooms Upgrade	Upgrade of netball change rooms. Stage 1 of multi year project Project Budget ~~$1,250,000~~ $1,274,000 Grant funding $1,000,000 Council funds $225,000 Committee funds ~~$25,000~~ $49,000 Funded over multiple years - with $1.067m being pushed out to 27/28 (from 25/26). No new funds to be allocated in 26/27, with a final allocation of $202,500 to be made in 27/28.	**150,000**	-19,508		**130,492**	**27,220**	-			-	-	Planning	Preliminary Design Complted. Detailed design underway. Planning Permit referrals have been made, and feedback / conditions received.
Barkly Park - Female change rooms	Upgrade of female friendly facilities at Barkly Park, Rutherglen. Project TEC $1,400,000 Grant funding $1,000,000 Council funds $400,000 $350k budgeted in 2023/24 $350k Budgeted in 2024/25	**1,310,609**	-1,554	0	**1,309,055**	**10,165**	**(500,000)**			**(500,000)**	-	Planning	Detailed Design underway. Service sub-consultants have revisited the site to finalise their scope.
Wahgunyah Rec Reserve Lighting Upgrade	Upgrade of existing lighting , to 50 LUX LED floodlighting Project Budget $82,320 Grant Funding $61,740 (SRV) as per funding letter Contribution WFC $0 Council Funds $20,580 (from Com & Tourism Projects budget)	**78,320**	-17,567		**60,753**	**40,776**	**(6,174)**	-		**(6,174)**	-	**Completed**	Site works have been completed.
Kiewa Cricket Nets & Oval Irrigation	Planning and design for future upgraded cricket nets and oval irrigation. Project Budget $19,882 Grant Funding $14,912 (SRV) as per funding agreement Contribution KCC $2,500 Council Funds $2,470	**19,882**	-1,372	0	**18,510**	**3,050**	**(17,412)**			-	-	Planning	
Chiltern Recreation Reserve Oval Lighting Upgrade	Upgrade of existing lighting, to 100 LUX LED floodlighting, including new poles Project Budget $327,375 Grant Funding $245,531.25 (SRV) as per funding agreement Contribution CFNC $10,000 Council Funds $71,843.75	**327,375**	-3,241	0	**324,134**	**43,098**	**(235,531)**			-	-	Procurment Underway	The contract has been awarded. Ausnet has been engaged to provide additional power capacity.
SUBTOTAL Non-ISC Assets		**1,963,878**	**-40,055**	**0**	**1,923,823**	**124,309**	**-759,117**	**0**	**0**	**-506,174**	**-427**		
	Expenditure & Income incurred across other accounts to be redistributed to available budgets.					775				0	-		
	Combined Total for Capital Works and Non-Indigo Assets	**15,010,032**	**1,123,105**	**284,870**	**16,418,007**	**2,155,018**	**(5,479,674)**	**-**	**(320,752)**	**(5,700,022)**	**(911,434)**		
	Total for Capital Works	**13,046,154**	**1,163,160**	**284,870**	**14,494,184**	**2,030,709**	**(4,720,557)**	**-**	**(320,752)**	**(5,193,848)**	**(911,007)**		
	Total for Non-ISC Assets	**1,963,878**	**-40,055**	**0**	**1,923,823**	**124,309**	**(759,117)**	**-**	**-**	**(506,174)**	**(427)**		

15 OFFICE OF THE CEO

15.1 COUNCIL PLAN AND MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN 2026/27 - QUARTER 1 PROGRESS REPORTS

Trevor Ierino - Chief Executive Officer
Office of the CEO

For Decision

RECOMMENDATION

That Council notes the Quarter 1 2026/27 Council Action Plan and Municipal Public Health and Wellbeing Plan (MPHWP) Action Plan progress reports.

PURPOSE OF REPORT

The purpose of this report is to present the Quarter 1 2026/27 Council Action Plan and MPHWP Action Plan progress reports.

BACKGROUND

The report provides detailed reporting on the performance against the Council Plan and MPHWP actions.

The provision of this report is in accordance with the council's legislative responsibilities under *section 97 of the Local Government Act 2020*.

The information included in the quarterly report allows for an assessment of the Council's performance across a range of indices, concluding at the end of the year with the annual report. The four-year Council Plan and MPHWP are both reviewed each financial year and a one-year action plan created to ensure that Council is achieving the priorities identified.

Council Action Plan

In Quarter 1 of 2026/27:

- 46 actions (95.8%) are on track.
- 2 actions (4.2%) are on hold.

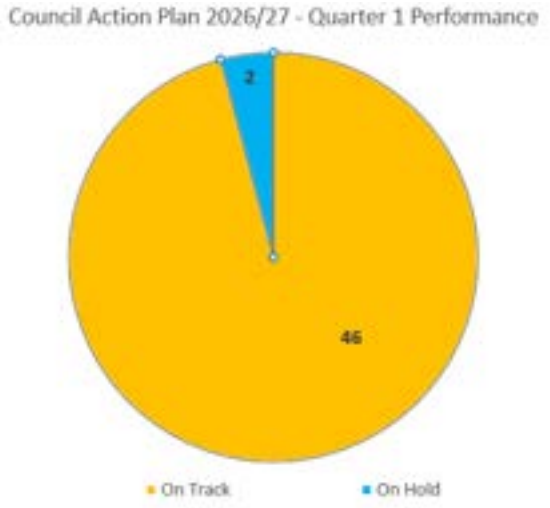
Actions on hold:

Theme 1 – Places and Communities.
Council Action Plan - Create a Hireable Event Spaces framework and services upgrade plan.
2026/27 Action: Develop an event framework partner with Assets and Capital Works to develop a service upgrade plan.

This action is on hold as work will commence when a number of reviews currently underway have been completed. Work on Council involvement in events and activation of spaces will complement the hireable events spaces work.

Theme 3 – Environment and Heritage.
Council Action Plan - Complete and implement the Beechworth Historic Precinct Master Plan.
2026/27 Action: Prepare funding applications to progress Master Plan recommendations, including contemporary best practice activation of each precinct buildings and sites, acquisition of laneway town connection, 'academic in-residence' residence and detailed design for Research and Education Centre and Tertiary Partnership extensions.

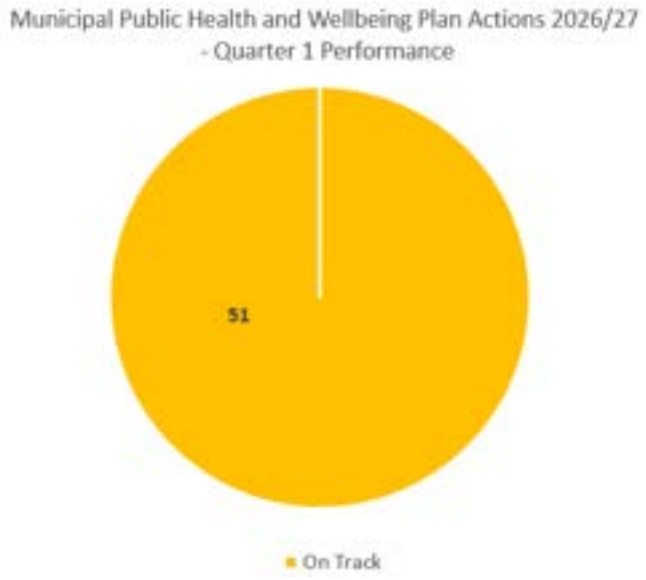
This action is on hold as work will commence following the Beechworth Administration Precinct Conservation Plan Project.



MPHWP Actions

In Quarter 1 of 2026/27:

- 51 actions (100%) are on track.



The attached spreadsheets provide details of the 2026/27 actions and the Quarter 1 status of these actions for both the Council Plan and the MPHWP.

DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Trevor Ierino - Chief Executive Officer
- Kathryn Baldock - Executive Assistant - CEO & Councillors

Attachments

1. Council Action Plan 2026-27 - Quarter 1 Progress [**15.1.1** - 4 pages]
2. MPHWP Action Plan 2026-27 - Quarter 1 Progress [**15.1.2** - 5 pages]

COUNCIL ACTION PLAN

Council Action Plan / Description	Council Plan Years				Directorate	Service Area	Responsible Officer	2026/27 Action	Status	2026/27 - Q1 Update
	25/26	26/27	27/28	28/29						
Theme 1: Places and Communities										
Develop and implement the "Innovate" Reconciliation Action Plan. *Description: Work with Traditional Owners and the Aboriginal and Torres Strait Islander community to develop the next phase of our reconciliation journey.*		X	X		Community and Economic Development	Community Development	Coordinator Creative Communities	Engage a consultant to support engagement with local Traditional Owner Groups for the development of the new Reconciliation Action Plan.	On Track	Planning has commenced on the development of the new Reconciliation Action Plan.
Undertake asset audits and prepare a feasibility report for Councils aquatic facilities. *Description: Assess the condition of and future feasibility of Council's five owned and managed swimming pools.*	X				Community and Economic Development	Recreation	Active Indigo Officer	Not Applicable - 26/27 FY.		Not Applicable - 2026/27 FY as this was completed in 2025/26.
Develop and implement an Aquatics Strategy. *Description: Develop a strategic approach to the future management and maintenance of Council owned and managed swimming pool facilities.*	X	X			Community and Economic Development	Recreation	Active Indigo Officer	Finalise the development of the Indigo Shire Swimming Pools Feasibility Study and Aquatic Strategy.	On Track	Specialist aquatic faculties consultant Larcan has been engaged to undertake the Feasibility Study and Aquatic Strategy. Stage 1 - Project initiation and background review works have commenced.
Implement key priorities from existing Place Plans. *Description: Implement high-priority projects from township Place Plans that enhance public spaces, improve connectivity, and strengthen township identity in Rutherglen, Tangambalanga, Yackandandah, and Chiltern.*	X	X	X	X	Community and Economic Development	Community Development	Manager Community Development	Identify and deliver priority projects in consultation with internal departments and community stakeholders. Grant funding obtained from DTP– with ISC co-contribution – for a new footpath at Isaac's Park, Yackandandah, to provide an improved pedestrian path connection into town, from the health centre and kinder. Grant funding obtained last year– with ISC co-contribution – for upgrading the Rutherglen MCH accessible toilet this year.	On Track	Council is working in partnership with Yorta Yorta Nation Aboriginal Corporation (YYNAC) on the Rutherglen Public Art Project. The project is due to be delivered by the end of 2026/27. Works have commenced on the Rutherglen MCH accessible toilet upgrades.
Implement priority actions from the Stanley and Barnawartha Community Resilience Plans. *Description: Deliver community-identified projects that enhance township resilience, emergency preparedness, and community safety in Stanley and Barnawartha to build climate-ready communities.*	X	X	X	X	Community and Economic Development	Community Development	Manager Community Development	Explore grant opportunities to fund priority projects in the Stanley and Barnawartha Community Resilience Plans with a focus on Stanley - Preserve, maintain, and care for the natural environment and explore options for reliable communication infrastructure. Barnawartha - investing in the Recreation Reserve and maintaining roads in good condition.	On Track	Ongoing - continuing to explore grant opportunities to fund priority projects in the Stanley and Barnawartha Community Resilience Plans.
Determine the next priority place planning or community resilience plans. *Description: Identify and prioritise additional townships for place planning and community resilience planning based on need, risk assessment, and community input.*		X	X		Community and Economic Development	Community Development	Manager Community Development	Commence planning for the development of the Beechworth Place Plan.	On Track	Planning is yet to commence.
Conduct a facilities utilisation audit. *Description: Analyse Council facility usage patterns, and seek to maximise community access, ensure efficient resource allocation, and identify activation opportunities.*			X		Community and Economic Development	Community Development	Coordinator Creative Communities	Not Applicable - 26/27 FY.		Not Applicable - 26/27 FY.
Conduct a community infrastructure needs assessment. *Description: Identify the resources needed to support a community's growth, focusing on well-being, social capital, and resilience and evaluate the adequacy of current and projected infrastructure against population-driven demand and usage.*			X		Community and Economic Development	Community Development	Coordinator Community Development	Complete the budgeted Indigo Shires Community Infrastructure Needs Assessment (CINA)	On Track	Planning for the Community Infrastructure Needs Assessment (CINA) has commenced. New Initiative funding has been allocated for this work.
Implement the key priorities from the Urban Tree Canopy Strategy. *Description: Implement actions to increase tree canopy coverage in townships and develop a tree inventory to improve management of risks and overall tree health.*	X	X	X	X	Infrastructure Services	Operations	Manager Municipal Operations	Complete the Urban Tree Canopy Strategy.	On Track	Working with consultant to finalise next version of draft Strategy, expected Q2. Anticipate Strategy adoption early 2027.
Implement all-abilities access audits and improvements plan. *Description: Enhance accessibility to heritage buildings, community facilities, and public spaces.*	X	X	X	X	Infrastructure Services	Assets & Property	Manager Assets & Property	Undertake Accessibility audits at: *Yackandandah Community Centre and public toilets, *Yackandandah Senior Citizens Centre Complete planning/design work on public toilet upgrade for toilet adjacent to Beechworth Neighbourhood house (Quercus)	On Track	Audits scheduled for later in the year. Initial design/planning work has commenced for Quercus public toilet upgrade/replacement.
Create a Hireable Event Spaces framework and services upgrade plan. *Description: Develop a suite of defined, hireable event spaces to provide community and event organisers with event location options and supporting services .*	X				Community and Economic Development	Community Development	Manager Community Development	Develop an event framework partner with Assets and Capital Works to develop a service upgrade plan.	On Hold	This work will commence when a number of reviews currently underway have been completed. Work on Council involvement in events and activation of spaces will complement the hireable events spaces work.
Finalise and implement the Life Stages Plan. *Description: Facilitate opportunities for connection through all life stages to strengthen community bonds.*	X	X	X	X	Community and Economic Development	Community Development	Manager Community Development	Finalise the Community Development Framework (Life Stages Plan)	On Track	Work progressing to finalise the Community Development Framework. The timeframes for completion of the framework has been extended with completion due in early-mid 2027.
Complete Stanley township planning project. *Description: Finalise the Stanley township project to support broader land uses in town while balancing bushfire risk.*	X	X	X		Planning and Corporate Services	Planning	Manager Planning & Statutory Services	Produce draft changes to the planning policy to better support the Stanley community.	On Track	Initial public consultation undertaken. Awaiting a meeting with the CFA to discuss their input.
Review the Indigo Shire Planning Scheme. *Description: Identify opportunities to strengthen controls that protect township character, support appropriate development, and incorporate sustainable design principles.*	X	X			Planning and Corporate Services	Planning	Manager Planning & Statutory Services	Complete the 2026 Indigo Planning Scheme Review.	On Track	Authorisation received from Department of Transport and Planning to put on exhibition, documents currently being finalised.
Undertake a street beautification and activation program. *Description: Improve the visual amenity of our main streets*	X				Community and Economic Development	Economic Development	Economic Development & Investment Coordinator	Not Applicable - 26/27 FY.		N/A
Continue Creative Indigo Strategy implementation. *Description: Enhance cultural expression across the Shire through arts and cultural initiatives.*	X	X	X	X	Community and Economic Development	Community Development	Coordinator Creative Communities	Implement the Creative Indigo Strategy by completing the Creating on Country project, delivering ARTventurers Round 2, developing a suite of corporate documents and templates including user agreements, licences and public art and collection procedures and commencing preparation for evaluation of the Strategy, which concludes in 2027.	On Track	Continued to deliver the Connecting of Country Project in partnership with Local Traditional Owners and the NAIDOC Week Art Commission. Delivery of the Art Venturers, Tiny Art and Fort Town Programs.

COUNCIL ACTION PLAN

Council Action Plan / Description	Council Plan Years				Directorate	Service Area	Responsible Officer	2026/27 Action	Status	2026/27 - Q1 Update
	25/26	26/27	27/28	28/29						
Implement priority recommendations from the Public Toilet Strategy. *Description: Carry out improvement works, replacements and provide new toilets to improve the offering of public toilets across the shire.*		X	X	X	Infrastructure Services	Capital Works	Manager Capital Works & Waste	Complete initial planning and design for a new or upgraded toilet facility at the Beechworth Neighbourhood Centre (Quercus). Close old Beechworth Railway Station toilets to public, retain to provide use for building occupants.	On Track	Initial design/planning work has commenced for Quercus public toilet upgrade/replacement. Completed - old toilets have been closed to public.
Implement priorities from existing recreation master plans. *Description: Continue to seek funding opportunities to deliver key priorities from existing master plans.*	X	X	X	X	Community and Economic Development	Recreation	Coordinator Community Development	Explore grant opportunities to fund priority projects in the Recreation Reserve Masterplans and deliver the following funded projects. •Oval lighting upgrade at Wahgunyah Recreation Reserve •Oval lighting upgrade at Barnawartha Recreation Reserve •Oval lighting upgrade at Chiltern Recreation Reserve •Tennis court upgrade at Coulston Park Recreation Reserve •Construction of a new playground at Yackandandah Sports Park •Construction of a new playground at Barnawartha Recreation Reserve •Construction of a pump track at Yackandandah Sports Park •Centre wicket upgrade at Stanley Recreation Reserve	On Track	The following projects are in progress - Oval lighting upgrade at Chiltern Recreation Reserve and the construction of a new playground at Yackandandah Sports Park. Community consultation on the Yackandandah Pump Track project has commenced.
Explore ways to improve access to and reliability of public transport. *Description: Advocate for improved public transport access, frequency, and reliability to enhance connectivity between townships and support residents with limited mobility.*	X	X	X	X	Community and Economic Development	Community Development	Manager Community Development	Identify suitable platforms for advocacy and continue to advocate for improved local public transport options	On Track	An advocacy letter was sent to the Minister for Public Transport The Hon. Vicki Ward MP in September regarding the lack of public transport options across Indigo Shire, particularly on weekends.
Develop a new Disability Action Plan and progress key priorities. *Description: Support the Shires most vulnerable residents through planning and services in consultation with the Indigo Community Access Committee.*	X	X	X	X	Community and Economic Development	Community Development	Manager Community Development	Adopt and implement actions from the Indigo Shire Disability Action Plan - Bridging Plan 2026-27	On Track	The draft Disability Action Plan - Bridging Plan 2026-27 has been completed and will be presented to Council for adoption at the October 2026 Council Meeting.
Foster safety and inclusion for LGBTQI+ residents. *Description: Implement inclusive programs and support networks for LGBTQI+ residents while commemorating significant days and raising community awareness.*	X	X	X	X	Community and Economic Development	Community Development	Manager Community Development	Collaborate with neighbouring Councils and deliver initiatives that support the LGBTQI+ community.	On Track	Visible Voices program delivered in August 2026 to support LGTBQIA+ young people and combat loneliness. Community screening of the family film Jimpa in August 2026.
Finalise and implement the key priorities from the Library Strategy. *Description: Deliver priority initiatives from the Library Strategy to enhance community access to library services, promote literacy and lifelong learning, expand digital resources, and strengthen libraries as inclusive community hubs across the Shire.*	X	X	X	X	Community and Economic Development	Community Development	Coordinator Creative Communities	Implement key actions identified in the Library Strategy including the implementation of the Library Management System, planning for the implementation of the RFID technology, development of the Library Workforce Capability Framework, development of the Beechworth Library Master Plan as well as the implementation of ongoing actions from the PLV Strategic Framework 2030.	On Track	Planning has commenced for the implementation of the Library Management System and works have commenced on the Beechworth Library Meeting Room/ Maternal and Child Health (MCH) Clinic Waiting Room.
Theme 2: Economic Resilience and Opportunity										
Secure funding to further develop Council owned land in Chiltern. *Description: Prepare funding applications and advocacy to enable the development of Council owned land in Chiltern.*	X	X	X	X	Community and Economic Development	Economic Development	Economic Development & Investment Coordinator	Continue to pursue funding opportunities for the development of the Council owned land in Chiltern.	On Track	Investigations underway into further land evaluation. No funding pathways have yet been identified. Funding pathways continue to be researched. Economic Development team in regular contact with Regional Development Victoria regarding funding.
Finalise and implement Shire-wide Settlement Strategy. *Description: Create a comprehensive plan to guide residential growth while preserving township character and meeting state housing targets.*	X	X			Planning and Corporate Services	Planning	Manager Planning & Statutory Services	Finalise the Indigo Shire Settlement Strategy, including Council adoption, and commence implementation through the preparation of a planning scheme amendment.	On Track	Consideration of feedback and preparation of Final Strategy (for adoption).
Finalise and implement new 10-year Tourism Strategy (Destination Management Plan 2036). *Description: Develop a strategic framework to optimise the visitor economy, equity in tourism, environmental sustainability and net value to community and township amenity.*	X	X	X	X	Community and Economic Development	Tourism	Manager Tourism	Commence implementation of DMP36 and deliver Year 1 Action 2027 and develop the first 3 year Action Plans 2028-2030	On Track	Currently establishing the Destination Management Plan (DMP) baseline measurements as the DMP starting point. Engagement for first 3 Year Action Plan will begin in late 2026.
Finalise and implement Economic Development Strategy. *Description: Establish a framework to support business investment, growth and innovation.*	X	X	X	X	Community and Economic Development	Economic Development	Economic Development & Investment Coordinator	Develop and implement programs, such as Business Friendly Council, and Grow Your Own Youth Pathways in line with strategy Action Plan.	On Track	People Place Prosperity - Indigo Shire Council Economic Development Strategy 2035 has been adopted and implementation has begun. Business Friendly Council, Get To Know Your Town events and Grow Your Own youth pathways projects are all progressing well.
Continue to implement priorities from caravan park master plans as leases expire. *Description: Strategically implement key infrastructure improvements identified in caravan park master plans to enhance visitor experience, increase revenue opportunities, and ensure sustainable operations as existing lease arrangements conclude.*	X	X	X	X	Infrastructure Services	Assets & Property	Manager Assets & Property	Work with Caravan Park Operators to complete priority works from masterplans: Rutherglen - Priorities include upgrade the amenities block, camp kitchen and provision of additional powered sites. Beechworth Lake Sambell - Priorities include upgrade the amenities block, camp kitchen and provision of additional powered sites. Yackandandah - Appoint new Operator to run the park under a three-year lease.	On Track	Rutherglen - Camp Kitchen and Amenities block upgrades completed Sep 2026. Development work underway with respect to new powered sites. Beechworth Lake Sambell - Priority works still in the planning stage. Yackandandah - Completed. New Operators commenced under short-term (3 year) lease on 18 September 2026
Develop World Heritage readiness plan. *Description: Create a strategy to prepare community, businesses, and infrastructure for potential World Heritage status, including visitor management, interpretation, and preservation protocols.*	X	X	X	X	Community and Economic Development	Tourism	Director Community & Economic Development	Commence Beechworth Historic Precinct Conservation Plan Project as Phase 1 - Protect and Conserve - World Heritage Readiness. Seek funding to commence Phase 2 - Activate and Leverage - WH Readiness (Indigo Gold Trail 2.0 project scoping).	On Track	Progressing Beechworth Administration Precinct Conservation Plan Project with support from the Commonwealth Government through an Australian Heritage Grant (announced in May 2026). Part 1 of the project is being delivered in partnership with Australian Centre for Rural Entrepreneurship and is to develop a Heritage Management Plan for the National heritage listed Beechworth Administration Precinct. Governance and project working teams have been formed and the tender for this work is currently open. Part 2 of the projects involves the delivery of a Capital Works Plan and Maintenance and Monitoring plan which, at this stage, will apply to the Council Managed assets only.
Progress visitor dispersal solutions to optimise World Heritage Listing benefits. *Description: Progress Indigo Gold Trail 2.0 project, Sustainable Transport Solutions plan and World Heritage Listing associated experiences and products, including audio tours and heritage walks.*	X	X	X	X	Community and Economic Development	Tourism	Manager Tourism	Secure funding for Indigo Gold Trail 2.0 Scoping project. Seek funding to progress Transport Solutions project.	On Track	Awaiting funding opportunities.

COUNCIL ACTION PLAN

Council Action Plan / Description	Council Plan Years				Directorate	Service Area	Responsible Officer	2026/27 Action	Status	2026/27 - Q1 Update
	25/26	26/27	27/28	28/29						
Upgrade township brand awareness, first impression, visitor and community awareness, information access and wayfinding. *Description: Invest in town entry beautification, consolidation of signage proliferation, including town entry signage and events signage solutions.*		X	X	X	Office of the CEO	Customer Experience & Engagement	Executive Manager Customer Experience & Engagement	Seek funding for the development and staged implementation of a shire-wide signage replacement program, including town entrances.	On Track	A project plan has been developed for a shire-wide signage replacement program This will map priority signage replacement and a staged approach over the next few years.
Activation of inland waterways and connections. *Description: Investigate opportunities to strengthen cross-border investment value (Murray River Adventure Trail – Rutherglen Loops, Corowa foreshore development/Wahgunyah). Support appropriate amenity upgrades, linkages and activation of township lakes and waterways.*	X	X	X	X	Community and Economic Development	Community Development	Manager Community Development	Explore grant opportunities to support priority projects in the Lakes and Waterways Strategy.	On Track	Ongoing - continuing to explore grant opportunities to support priority projects in the Lakes and Waterways Strategy.
Develop a Trails Optimisation Plan. *Description: Identify opportunities to improve economic and community returns from existing walking, gravel road and cycle trails and link trail investment in Northwest to investment in Southeast via optimising existing gravel trail networks.*	X	X	X	X	Community and Economic Development	Tourism	Manager Tourism	Determine scope of all aligned strategies and plans including: - Recreation Strategy (Ride it Walk it) - Active Transport Strategy - Community Infrastructure Needs Assessment to determine points of intersection and project scope.	On Track	Following a review of the alignment between the Trails Optimisation Plan and the funded Ride it, Walk it Indigo strategy, the project will be progressed collaboratively as one coordinated strategy to ensure a clear and integrated approach to trails planning and development across Indigo Shire.
Theme 3: Environment and Heritage										
Develop a new Environment Strategy and implement key recommendations. *Description: Develop a new Environment Strategy that addresses climate challenges biodiversity protection, and sustainable resource management.*			X	X	Infrastructure Services	Environment & Sustainability	Coordinator Environment & Sustainability	Not Applicable - 26/27 FY.		N/A
Implement Climate Action priorities. *Description: Implement priority climate initiatives from the Climate Emergency Action Plan to reduce emissions and adapt to a changing climate.*	X	X	X	X	Infrastructure Services	Environment & Sustainability	Coordinator Environment & Sustainability	Assess delivery status of actions in our key environmental strategies and plans. Ensure emissions data is current. Establish regular internal sustainability reporting.	On Track	Preliminary work is underway on assessing the Environment Strategy, Climate Change Adaptation Action Plan, Climate Emergency Strategic Action Plan and Emissions Reduction Plan. Emissions data is now current , enabling data analysis to begin. Options for sustainability reporting and emissions targets are being developed.
Develop an Emissions Reduction Strategy. *Description: Map out the actions and milestones required to active Councils net zero by 2025 target.*			X	X	Infrastructure Services	Environment & Sustainability	Coordinator Environment & Sustainability	Not Applicable - 26/27 FY.		N/A
Work with community to support climate action. *Description: Support community-led initiatives to reduce emissions and build climate resilience.*	X	X	X	X	Infrastructure Services	Environment & Sustainability	Coordinator Environment & Sustainability	Support the delivery of the 2026/27 Community Sustainability Grants. Determine how the Goulburn Murray Solar Savers program can better serve our communities. Support community organisations promoting climate action initiatives.	On Track	Grant awardees have been determined, for recommendation at the September Council meeting. The Solar Savers program has been rescinded as it was ineffective. An alternative program is being developed by GMCA. Two community climate action initiatives were supported in Q1, and planning is underway for Q2 initiatives.
Continue to implement biodiversity protection program. *Description: Strengthen protection for native vegetation and wildlife habitats on Council managed land and strongly encourage the protection of native vegetation on private land.*	X	X	X	X	Infrastructure Services	Environment & Sustainability	Coordinator Environment & Sustainability	Implement the 2026/27 Weed & Pest Control program in Council's roadsides and reserves. Review the Roadside Conservation Management Plan and develop rapid assessment methods for roadsides.	On Track	The 2026/27 program has been advertised via eProcure and contracts will be awarded in October after applications are assessed. A contractor has been engaged to review the RCMP and has started assessments.
Develop a new waste management strategy and implement key recommendations. *Description: Develop a new waste management strategy that reduces waste to landfill increases resource recovery, and aligns with the State Government's legislative reform.*	X	X			Infrastructure Services	Waste Services	Coordinator Waste	Complete a draft Waste Management Strategy for consideration.	On Track	Preliminary work has focused on reviewing the priorities and challenges to establish a framework for the draft strategy while awaiting the final State Government reform package.
Update emergency management plans. *Description: Review and enhance plans for climate-related emergencies.*	X	X			Community and Economic Development	Community Development	Emergency Management Officer	Review and update the Municipal Emergency Management Plan (MEMP) for reassurance in March 2027. Continue to work collaboratively with neighbouring Councils on emergency planning, preparedness and recovery including working with Towong and Alpine Shire's in accordance with the North East Collaboration MOU.	On Track	Work has commenced on updating the Municipal Emergency Management Plan (MEMP), including the completion of the Gender Impact Assessment for the Plan. Planning has commenced to conduct an Emergency Relief Centre (ERC) scenario exercise with Alpine, Towong and Indigo Shire Council officers in October 2026.
Preservation and conservation of National Heritage listed buildings, sites and museum collections. *Description:* ** Prepare and implement a strategic plan to guide and balance precinct preservation, conservation, equity and activation, leveraging and optimising value from National and future World Heritage status.* ** Progress best practice Collections Management cataloguing and digitisation programs.* ** Gorge Walk conservation, interpretation and accessibility.*	X	X			Community and Economic Development	Burke Museum and Historic Precinct	Cultural Heritage Manager	Commence Beechworth Historic Precinct Conservation Plan Project as Phase 1 - Protect and Conserve - World Heritage Readiness. Deliver Collections Management Cataloguing and Digitisation Programs.	On Track	This action is a priority of the Destination Management Plan 36. As reported above under the 'Develop World heritage readiness plan action' works to progress the Beechworth Administration Precinct Conservation Plan Project are well underway. Also, collections management, cataloguing and digitisation programs are continuing and the Deakin Online Cataloguing course has been delivered for 2026 with elevated student numbers.
Complete and implement the Beechworth Historic Precinct Master Plan. *Description: Prepare funding applications and progress Master Plan recommendations, including contemporary best practice activation of each precinct buildings and sites, acquisition of laneway town connection, 'academic in-residence' residence and detailed design for Research and Education Centre and Tertiary Partnership extensions.*	X	X	X	X	Community and Economic Development	Burke Museum and Historic Precinct	Manager Tourism	Prepare funding applications to progress Master Plan recommendations, including contemporary best practice activation of each precinct buildings and sites, acquisition of laneway town connection, 'academic in-residence' residence and detailed design for Research and Education Centre and Tertiary Partnership extensions.	On Hold	This work will commence following the Beechworth Administration Precinct Conservation Plan Project.
Repatriation of Aboriginal Collection/s. *Description: Progress Museum Voluntary Repatriation program.*	X	X	X	X	Community and Economic Development	Burke Museum and Historic Precinct	Collections Manager	Recommence First Nations liaison and research.	On Track	This action is a priority of the Burke Museum Forward Plan 2026. The Collection Manager has commenced exploring options for the digital return of the Fijian collection and design of new entry interpretation at the Burke Museum seeks to enhance First Nations acknowledgement.
Strengthen community succession planning in local museums, athenaeums and societies. *Description: Progress the Oral Histories Program in cross Shire support programming and conduct a comprehensive building, collections and assets audit to support succession planning.*	X	X	X	X	Community and Economic Development	Burke Museum and Historic Precinct	Cultural Heritage Manager	Deliver one cross-shire support initiative and develop a program plan for 2027/2028.	On Track	This action is a priority of the Burke Museum Forward Plan 2026. The new Cultural Heritage Manager has scheduled meetings with representatives from each cross-shire community heritage group to discuss priorities and progress a program plan.

COUNCIL ACTION PLAN

Council Action Plan / Description	Council Plan Years				Directorate	Service Area	Responsible Officer	2026/27 Action	Status	2026/27 - Q1 Update
	25/26	26/27	27/28	28/29						
Complete the Heritage Citation Review. *Description: Implement Stage 1 and complete Stage 2 of the Heritage Citation Review to strengthen protection of significant heritage assets and inform planning controls.*	X	X			Planning and Corporate Services	Strategic Planner	Manager Planning & Statutory Services	Complete the Heritage Citation Review, including Council adoption, and commence the planning scheme amendment process.	On Track	Preparing documentation for implementation through Planning Scheme Amendment for Stage 1. Community consultation for Stage 2 due to start.
Theme 4: Governance and Financial Sustainability										
Develop and implement a Financial Sustainability Strategy. *Description: Create a comprehensive framework to guide Council's long-term financial planning and resource allocation.*	X	X			Office of the CEO	Office of the CEO	Chief Executive Officer	Finalise the draft Keeping Indigo Strong (Financial Sustainability Strategy) for consideration by 30 June 2027.	On Track	Expect external review contract to be assigned in October 2026, with direction of strategy development to be ascertained early in 2027.
Establish shared services framework. *Description: Identify and implement opportunities for collaboration with neighbouring councils to achieve cost efficiencies.*	X	X	X	X	Office of the CEO	Office of the CEO	Chief Executive Officer	Continue to pursue opportunities for shared services.	On Track	Network established with Alpine and Towong with a check-in meeting scheduled for October 2026.
Develop a structured advocacy plan. *Description: Create a clear framework for Council advocacy based on Shire priorities.*	X	X	X	X	Office of the CEO	Customer Experience & Engagement	Executive Manager Customer Experience & Engagement	Review and update the Advocacy Action Plan. Develop specific advocacy document for State Election campaign candidates.	On Track	Advocacy Plan update underway with status reports included.
Provide continuous governance training. *Description: Deliver ongoing induction and training to councillors and staff on matters of good governance and organisational integrity.*	X	X	X	X	Office of the CEO	People & Governance	Governance Coordinator	Continue implementation of the Councillor Professional Development Policy with development and delivery of the 26/27 mandatory training plan.	On Track	Training continues to be delivered to both Councillors and staff on various governance and integrity matters.
Finalise and implement the project management framework. *Description: Implement an internal framework that standardises project management methodologies, improves governance, clarifies roles and responsibilities, and establishes effective evaluation processes for all Council projects to enhance delivery outcomes and resource efficiency.*	X	X	X	X	Infrastructure Services	Capital Works	Manager Capital Works & Waste	Implement a group of key 2026/27 projects using the Project Management Framework.	On Track	The PM Framework has been developed and staff familiarity is establishing. Usage is developing, and the majority of 26/27 projects have been added into the framework for monitoring and management.
Conduct ongoing service review program. *Description: Systematically assess all Council services for alignment with community priorities and financial sustainability.*	X	X	X	X	Office of the CEO	Office of the CEO	Chief Executive Officer	Further work on this action to be combined with the Keeping Indigo Strong Project.	On Track	Further work on this action to be combined with the Keeping Indigo Strong Project.
Monitor staff experience and workplace culture to guide improvement actions. *Description: Conduct biennial staff engagement survey.*	X		X		Office of the CEO	People & Governance	Executive Manager People & Governance	Not Applicable - 26/27 FY.		N/A
Implement workforce strategies to strengthen our internal capability and capacity. *Description: Deliver integrated workforce strategies that build capability and ensure Council is future ready to meet community needs.*	X	X	X	X	Office of the CEO	People & Governance	Executive Manager People & Governance	Deliver the 2026/27 actions in the Strategic Workforce Plan.	On Track	ELT review has been completed and staff consultation will occur in October before full implementation. Some actions for 26/27 have already commenced.
Develop and implement Gender Equality Action Plan. *Description: Co-design and implement a Gender Equality Action Plan that not only meets legislative obligations but also actively advances an inclusive, respectful and equitable workplace for all.*	X	X	X	X	Office of the CEO	People & Governance	Coordinator People & Culture	Implement agreed actions for 2026/27 within the Gender Equality Action Plan.	On Track	Work is underway to implement this year's agreed actions.
Implement Council's Risk Framework activities. *Description: Strengthen Council's risk maturity by embedding risk awareness into planning and decision-making, supported by a robust risk framework, ongoing training and proactive risk management practices.*	X	X	X	X	Office of the CEO	People & Governance	Risk & Safety Advisor	Deliver the Audit and Risk Committee approved workplan.	On Track	Audit and Risk Work Plan is on track and agreed adjustments to approach for future years are also being implemented as we go.

Completed	**0**	**0.0%**
On Track	**46**	**95.8%**
On Hold	**2**	**4.2%**
Behind Schedule	**0**	**0.0%**
Total	**48**	**100%**

MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN (MPHWP) - ACTION PLAN

Strategy / Action	MPHWP Years				Council's Role	Partners	Status	2026/27 - Q1 Update
	25/26	26/27	27/28	28/29				
Focus Area 1: Preventing All Forms of Violence								
Outcome: Safe, respectful communities free from all forms of violence through prevention, early intervention, and coordinated responses.								
Provide public information and awareness raising on family violence prevention and response reporting pathways and support services.	X	X	X	X	Support	Health Service Providers, Neighbourhood Houses	On Track	Opportunities to support initiatives and programs discussed at MPHWP Working Group meeting in June and August 2026.
Facilitate and normalise conversations to improve knowledge, attitudes and behaviours that foster gender equity.	X	X	X	X	Lead	WHGNE	On Track	Ongoing.
Implement key priorities of the Active Indigo Strategy regarding inclusivity at sporting clubs, including assisting with policy and cultural change to increase the representation and participation of women and gender diverse people.	X				Lead / Support	Rec Reserve CoM's SRV Sporting Clubs		Not Applicable - 26/27 FY.
Partner with local stakeholders and the community to celebrate and recognise the importance of key/significant events such as International Women's Day, 16 Days of Activism and IDAHOBIT.	X	X	X	X	Lead / Support	Health Service Providers Community Groups WHGNE	On Track	Planning has commenced for the 2027 IDAHOBIT celebrations. Opportunities to work in partnership with the Municipal Health and WellbeingPlan Working Group are currently being explored.
Strengthen organisational governance processes to embed, monitor and evaluate Gender Equality Action Plan implementation.	X	X	X	X	Lead	WHGNE	On Track	The Gender Equality Action Plan 2026-2030 and Gender Impact Assessment Progress Report have been completed and submitted to the Gender Equality Commission in May 2026, still awaiting compliance outcomes. Emergency Management staff attended the Gender and Disaster Australia - Lessons in Disasters Information Session.
Advocate for increased police presence and community policing initiatives.	X	X	X	X	Advocate	VIC Pol	On Track	Ongoing - council officers are participating in the Local Safety Committee meetings lead by VicPol which focus on community safety, violence and crime prevention.
Maintain and improve the safety of public infrastructure including parks, walking paths, and community facilities.	X	X	X	X	Lead		On Track	Grant funding obtained from Department of Transport and Planning (DTP)with a Council co-contribution for a new footpath at Isaac's Park, Yackandandah, to provide an improved pedestrian path connection into town, from the health centre and the kindergarten.
Improve lighting and safety features in public spaces.	X	X	X	X	Lead		On Track	Ongoing - considered through program and project planning where applicable.
Focus Area 2: Improving Wellbeing								
Outcome: Positive mental health and social wellbeing is promoted across all life stages while working to reduce barriers to mental health support.								
Work in partnership with local health service, stakeholders and community organisation's to increase community awareness of mental health services via state campaigns/ awareness days.	X	X	X	X	Lead / Support	Health Service Providers Community Groups	On Track	Opportunities to support initiatives and programs discussed and identified at MPHWP Working Group meeting in August 2026.
Promote and support community lead health and wellbeing activities that build social connection, promote wellbeing and strengthen community resilience.	X	X	X	X	Lead / Support	Health Service Providers Community Groups Neighbourhood Houses Sporting Clubs	On Track	Stronger Together: A Community Cohesion Program, Council successfully delivered five concurrent, community-informed initiatives, including intergenerational gatherings, workshops and community events. Coordination of the Indigo Seniors Festival a series of events for older people as well as intergenerational events to bring people together to learn, celebrate and make new connections.
Encourage community and social connection by bringing people together across the Shire through the use of council services, facilities and events.	X	X	X	X	Lead / Support	Health Service Providers Community Groups Sporting Clubs	On Track	ISC welcome event planning is underway for the Beechworth Welcome Event scheduled for 9 October 2026. The event is being held in partnership with Beechworth Health Service.
Advocate for increased access to health services, including outreach programs for the region i.e. acute mental health services.	X	X	X	X	Advocate	Health Service Providers	On Track	Opportunities to support initiatives and programs discussed at MPHWP Working Group meeting in June 2026 and August 2026. Planning is underway to try to attract the Womens Health Mobile Clinic to Indigo Shire in March/April 2027.
Advocate for the establishment of new local healthcare facilities and the recruitment and retention of local health service professionals.	X	X	X	X	Advocate	Health Service Providers	On Track	Ongoing.

MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN (MPHWP) - ACTION PLAN

Strategy / Action	MPHWP Years				Council's Role	Partners	Status	2026/27 - Q1 Update
	25/26	26/27	27/28	28/29				
Advocate for increased access to Ambulance services and reducing ambulance waiting times.	X	X	X	X	Advocate	Health Services, Schools LGA's within NE Victoria	On Track	Ongoing.
Develop new, and promote existing community programs that reduce loneliness, increase participation, social interactions and resilience of vulnerable and high-risk groups and support these initiatives.	X	X	X	X	Lead / Support	Health Service Providers Neighbourhood Houses	On Track	Library after Dark program continued over the winter period and was very popular with approx, 30 young people attending each session. Visible Voices program to support LGTBQIA+ young people and combat loneliness was held in August 2026. YAG meetings continue in 2026/27.
Implement key priorities of the Life Stages Plan* relating to health and wellbeing.	X	X	X	X	Lead		On Track	Community Development Framework (Life Stages Plan) is in development with an estimated completion time of early - mid 2027.
Prioritise children and parents' mental health via Maternal and Child Health referral and outreach services such as Infant, Child, Youth Mental Health Service (ICYMHS) and other parenting support services.	X	X	X	X	Lead / Support	Health Service Providers	On Track	Ongoing through the delivery of MCH services and the Supported Playgroup Program.
Develop and implement a new Reconciliation Action Plan.	X	X	X	X	Lead	Traditional Owners FPSR	On Track	Planning has commenced on the development of the new Reconciliation Action Plan.
Implement an intergenerational digital literacy and mentoring program that addresses digital skills gaps and fosters meaningful connections through collaborative learning and support opportunities.			X	X	Lead / Support	Community Groups		Not Applicable - 26/27 FY.
Focus Area 3: Increasing Active Living								
Outcome: Create environments and opportunities that support and encourage physical activity for people of all ages and abilities.								
Implement key priorities of the Ride It Walk It Indigo Plan	X	X	X	X	Lead		On Track	Construction of the Yackandandah Pump Track will commence before the end of 2026 and will form an important component of the new Epic Trail Head at the Yackandandah Sports Park.
Implement key priorities of the Active Indigo Strategy	X				Lead	Rec Reserve COM Community Groups Sporting Clubs SRV		Not Applicable - 26/27 FY.
Implement key priorities of Indigo Shire Recreation Master Plans, Community Resilience Plans and Place Plans	X	X	X	X	Lead	Rec Reserve COM Community Groups Sporting Clubs SRV	On Track	Further engagement has occurred with Yorta Yorta Nation Aboriginal Corporation (YYNAC) including the development of a draft project brief for the installation of public art in Rutherglen. The Public Art Project will be delivered in partnership with YYNAC in 2026/27.
Implement key priorities of the Indigo Play Parks Plan	X	X	X	X	Lead		On Track	Planning has commenced to construct a new playground at the Yackandandah Sports Park.
Develop an Aquatics Strategy	X	X			Lead		On Track	Specialist aquatic facilities consultant Larcan has been engaged to undertake the Feasibility Study and Aquatic Strategy. Stage 1 - Project initiation and background review works have commenced.
Review and implement the Indigo Shire Fair Access Policy.	X				Lead			Not Applicable - 26/27 FY.
Apply for funding for community sports infrastructure identified as high priorities by the Infrastructure Assessment Tool*.	X	X			Lead / Support	Rec Reserve COM Community Groups Sporting Clubs SRV	On Track	State Government funding secured to upgrade oval lighting at Wahgunyah and Chiltern Recreation Reserves and Tennis Courts at Coulston Park Tangambalanga. Application submitted to upgrade Cricket Nets at Yackandandah Sports Park.
Promote the Walk and Ride to School Program annually in partnership with local schools and health services.	X	X	X	X	Lead / Support	Local Schools Department of Education	On Track	Ongoing as partnership opportunities are identified.
Support collaborative partnerships to promote and implement movement initiatives.	X	X	X	X	Support	Health Service Providers	On Track	Ongoing as partnership opportunities are identified.

MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN (MPHWP) - ACTION PLAN

Strategy / Action	MPHWP Years				Council's Role	Partners	Status	2026/27 - Q1 Update
	25/26	26/27	27/28	28/29				
Support community lead programs that promote active movement across all life stages.	X	X	X	X	Support	Neighbourhood houses	On Track	An additional round of Get Active Indigo Grants have been awarded in September 2026 to promote community active living initiatives.
Identify safer places for pedestrians and cyclists to crossroads throughout the Shire.			X	X	Lead	Department of Transport		Not Applicable - 26/27 FY.
Expand and enhance safe walking paths and pedestrian infrastructure that connects communities, including improved amenities along walking trails and in public spaces.	X	X	X	X	Lead		On Track	Grant funding obtained from Department of Transport and Planning (DTP)with a Council co-contribution for a new footpath at Isaac's Park, Yackandandah, to provide an improved pedestrian path connection into town, from the health centre and the kindergarten.
Improve utilisation and programming of existing community infrastructure for active living activities.	X	X	X	X	Lead / Support		On Track	Ongoing - considered through program and project planning where applicable.
Focus Area 4: Tackling Climate Change and Its Impacts on Health								
Outcome: Build community resilience to climate change impacts while supporting actions that reduce greenhouse gas emissions and protect health and wellbeing.								
Implement key priorities of the Environment Strategy 2019 and Climate Emergency Strategic Action Plan 2020 to reduce the health impacts of climate change.	X	X	X	X	Lead		On Track	Preliminary work is underway on assessing the Environment Strategy, Climate Change Adaptation Action Plan, Climate Emergency Strategic Action Plan and Emissions Reduction Plan. Emissions data is now current , enabling data analysis to begin. Options for sustainability reporting and emissions targets are being developed.
Promote and integrate shade requirements into Council development and infrastructure projects and community infrastructure projects.	X	X	X	X	Lead		On Track	Ongoing - considered through program/project planning where applicable.
Implement the actions of the Urban Tree Canopy Strategy.	X	X	X	X	Lead		On Track	Working with consultant to finalise next version of draft Strategy, expected Q2. Anticipate Strategy adoption early 2027.
Contribute to community preparedness for extreme weather events via the implementation of the Extreme Heat Sub Plan and continue to support and promote Cool Relief Space across the Shire.	X	X	X	X	Lead / Support	Health Service Providers Local Businesses	On Track	No action required in Q1 - Plan due for review in Q2 in readiness for upcoming Summer Season
Support and build community preparedness and resilience in partnership with emergency agencies and community organisations (regarding disaster preparedness).	X	X	X	X	Lead / Support	ERV, CFA, SES, VicPol FFMV, Neighbourhood Houses, WHGNE, IRN Members	On Track	Facilitate the Indigo Shire MEMPC and review of Indigo Shire MEMP Plan which has commenced in readiness for May 2027 Assurance process. The Emergency Management Coordinator attended the 2026 Emergency Management Conference and the Emergency Management Team attended Log Book training in readiness for upcoming fire season
Advocate for increased resources for regional emergency preparedness, response and recovery in North East Victoria.	X	X	X	X	Advocate		On Track	The Environment and Sustainability team and Emergency Management Coordinator are collaborating to increase advocacy and understanding of climate risk during the current review of the MEMP Plan a Climate Change Risk Assessment is being conducted.
Promote active transport and safe travel options across the Shire that have strong focus on carbon emission reduction strategies including the promotion of Electric Vehicle charging facilities.	X	X	X	X	Lead / Support		On Track	Council continues to invest in Electric and hybrid vehicles and supports public EV charging opportunities.
Promoting and contribute to a circular economy and support sustainable procurement options.	X	X	X	X	Lead		On Track	Ongoing - council has an active internal group of staff promoting and supporting sustainable procurement.
Collaborate to deliver sustainable community energy initiatives particular those identified in Council Placemaking Plans and for Council Assets.	X	X	X	X	Lead		On Track	Indigo Shire continues to supports community to transition to sustainable energy through the Solar Savers program which connects those wanting sustainable energy solutions for their homes and businesses to get quotes and services from reputable suppliers.
Reduce gas reliance by implementing the Victorian Electricity Collaboration (VECO) across all Council assets (Council owned and operated buildings).	X	X			Lead		On Track	Majority of Council assets are now under the VECO agreement using renewable energy. There are a small number of community managed assets which need to transition to the VECO agreement. The Environment and Sustainability team is working to support these groups to move to VECO.
Develop and support community education programs about climate change health risks and adaptation strategies.	X	X	X	X	Lead / Support	Health Service Providers Emergency Services	On Track	The Environment and Sustainability team will continue to work with community to develop education programs. The Adaption Game (TAG) developed by Indigo Regen Inc will be accessible to the community from early October 2026.

MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN (MPHWP) - ACTION PLAN

Strategy / Action	MPHWP Years				Council's Role	Partners	Status	2026/27 - Q1 Update
	25/26	26/27	27/28	28/29				
Review and implement the Plastic wise Policy.	X	X			Lead		On Track	Further discussions are occurring regarding the need to review the Plastic wise Policy based upon the state and federal policy positions on the use of single use plastics.
Focus Area 5: Healthy Eating and Food Security								
Outcome: All community members have access to affordable and nutritious food while supporting local food systems.								
Promote and implement evidence-based food programs (i.e. Vic Kids Eat Well, Healthy Choice Guidelines).	X	X	X	X	Support	Health Service Providers	On Track	Ongoing. Opportunities to support initiatives and programs discussed at MPHWP Working Group meeting in June 2026 August 2026.
Support the implementation of a catchment wide plan to improve healthy eating and active living.	X	X	X	X	Support	Health Service Providers Neighbourhood Houses	On Track	Ongoing. Opportunities to support initiatives and programs discussed at MPHWP Working Group meeting in June and August 2026.
Identify opportunities, priorities and actions to support for local food access (such as food share, emergency food relief, and community gardens).	X	X	X	X	Lead	Health Service Providers Neighbourhood Houses	On Track	Continued to promote access to emergency food relief through the Indigo Recovery Network. Continuing to support initiative and programs delivered through Neighbourhood Houses within the Shire.
Promote and support initiatives making healthy and nutritious food a priority.	X	X	X	X	Lead / Support	Health Service Providers Neighbourhood Houses Local Businesses	On Track	Library after Hours program - catering procurement prioritised nutritious foods. Youth Advisory Group meetings being catered with a focus on healthy eating.
Use the Victorian Healthy Choices guidelines to promote healthy and nutritious food at council owned and managed venues where food and beverages are sold.		X	X	X	Lead / Support	Community Groups, Rec Reserve CoM's, CAC's	On Track	Ongoing through engagement with groups that are utilising council owned and managed venues where food and beverages are sold.
Support elements of the INFANT* program through existing early years services.	X	X	X	X	Lead / Support	Australian Institute of Family Studies (AIFS) Health Service Providers	On Track	Ongoing through Maternal and Child Health Service delivery.
Advocate for and support local business to provide healthy and nutritious food options (extended hours) - youth focus.			X	X	Advocate	Local Businesses		Not Applicable - 26/27 FY.
Advocate for and support actions to improve access to affordable healthy and nutritious food options and food security particularly for vulnerable populations.	X	X	X	X	Support / Advocate	Health Service Providers Neighbourhood Houses	On Track	Continued to promote access to emergency food relief through the Indigo Recovery Network. Continuing to support initiative and programs delivered through Neighbourhood Houses within the Shire.
Promote and support local food producers and local food purchasing and investigate incentivising option for purchasing local.			X	X	Lead / Support	Local Business Community Groups		Not Applicable - 26/27 FY.
Focus Area 6: Reducing Harm from Alcohol, Drug, Tobacco and E-cigarette Use								
Outcome: Reduce alcohol, drug, tobacco, and e-cigarette-related harm through prevention, early intervention, and support for those affected by substance use.								
Encourage appropriate use of alcohol and the provision of alternatives to alcohol at community events and facilities.	X	X	X	X	Lead / Support	Community Groups Local Businesses	On Track	Ongoing.
Promote drug, alcohol and smoke free youth events.	X	X	X	X	Lead		On Track	All youth events continued to be delivered are drug, alcohol and smoke free.
Promote responsible approaches to the use of alcohol and promote smoke and vape free in sporting clubs/events.	X	X	X	X	Lead / Support	Rec Reserve CoM's Sporting Clubs	On Track	Ongoing - continued to promote responsible approaches to the use of alcohol and promote smoke and vape free in sporting clubs/ events.
Address community concerns and build community awareness about alcohol and drug abuse through education and support programs.	X	X	X	X	Support	Health Service Providers	On Track	Currently working with Charles Sturt University to deliver Unhooking a Generation - vaping, withdrawal and the challenges of quitting. A vaping information event for professionals to be delivered in November 2026.
Advocate for substance use support services that are designed for small town contexts and privacy concerns.		X	X	X	Advocate	Health Service Providers	On Track	Ongoing - opportunities to support initiatives and programs discussed at MPHWP Working Group meeting in June and August 2026.
Develop a local strategy on tobacco and e-cigarette use cessation.			X	X	Support	Health Service Providers		Not Applicable - 26/27 FY.

Completed	**0**	**0.0%**
On Track	**51**	**100.0%**
On Hold	**0**	**0.0%**

MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN (MPHWP) - ACTION PLAN

Strategy / Action	MPHWP Years				Council's Role	Partners	Status	2026/27 - Q1 Update
	25/26	26/27	27/28	28/29				
					Behind Schedule	0	0.0%	
					Total	51	100%	

15.2 APPOINTMENT & AUTHORISATION UNDER THE PLANNING & ENVIRONMENT ACT 1987

Debra Fankhauser - Executive Manager People & Governance
Office of the CEO

For Decision

RECOMMENDATION

In the exercise of the powers conferred by Section 224 of the *Local Government Act* 1989 and the other legislation referred to in the attached Instruments of Appointment and Authorisation, Indigo Shire Council resolves that:

1. The members of Council staff referred to in Attachment 1 be appointed and authorised as set out in the Instrument; and
2. The Instrument in the attachment comes into force immediately upon resolution of Council, and is revoked on the date the officers cease employment with Council, or until Council determines to vary or revoke it.

PURPOSE OF REPORT

The purpose of this report is for Council to appoint two authorised officers under the *Planning and Environment Act 1987* (the "Act") as detailed in the attached instrument.

BACKGROUND

Two new planning officers commenced with Indigo Shire Council in October 2026. As the roles are required to execute statutory powers and functions under the *Planning and Environment Act 1987*, Council must make the appointment under this Act.

DISCUSSION

Under the Act, officers must be appointed and authorised directly by Council rather than by the Chief Executive Officer, as there are no powers provided for this sub-delegation.

The Instrument of Appointment and Authorisation provide the legal basis to undertake inspections and other planning duties as required.

The attached instrument is based on the template provided by Maddocks Lawyers Delegations and Authorisations Service. This legal service provides templates for Instruments of Appointments that meet legislative requirements. The use of these model documents will ensure Council is compliant when appointing and authorising relevant Council staff.

OPTIONS

Council could decide to not appoint the new officer under the Act, however this would prevent the officer from carrying out the statutory functions required of the role. For this reason, it is strongly recommended that the officer is appointed.

STRATEGIC CONTEXT

COUNCIL PLAN 2025 – 2029	
Theme	4. Governance and Financial Sustainability
Strategic Objective	4.5 Governance and Transparent Decision Making - Uphold the highest standards of integrity, transparency, and accountability in Council operations and decision-making processes through robust governance frameworks and an engaged, responsible workforce culture.

The appointment of authorised officers under the Act demonstrates the due consideration Council gives to allowing officers to perform certain duties under specific legislation. This indicates that Council complies with legislation, ensuring its officers are duly authorised when appropriate, and that Council's business is conducted with transparency.

SOCIAL/COMMUNITY IMPLICATIONS

The formal appointment assures the community that Council authorises the officers to perform planning duties within the scope of the *Planning and Environment Act 1987*.

ENVIRONMENTAL IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

LEGISLATIVE IMPLICATIONS

It is important that officers are properly authorised by Council when undertaking a role as an authorised officer. This ensures that they are permitted to act under the relevant legislation and in their official capacity.

In order for the specified officer to undertake their day-to-day duties, the appointment is made under section 147(4) of the Act.

RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Current Risk Rating	Controls
An officer executes powers, duties and functions under the Act without being formally appointed by Council.	Unlikely	Insignificant	Low	When a new officer is appointed in a role, the governance team checks the authorised officer status. This triggers the process for formal appointment by Council in accordance with procedures.

Description	Likelihood	Consequence	Current Risk Rating	Controls
An officer is appointed under inappropriate or wrong legislation.	Unlikely	Insignificant	Low	Council's appointed legal service issues an updated template that Council uses to ensure the accuracy. Once drafted, the Instrument is approved by various officers including the relevant manager.

COMMUNITY ENGAGEMENT

Engagement undertaken

No public consultation was undertaken or is proposed in relation to this matter. A register of Authorised Officers is available for public inspection.

Engagement outcomes

Nil

Engagement proposed

Nil

CONCLUSION

It is recommended that Council appoints the officer referred to in Attachment 1 to enable the execution of statutory powers under the *Planning & Environment Act 1987.*

DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Debra Fankhauser - Executive Manager People & Governance
- Annabel Harding - Governance Coordinator
- Candice Mountney-Howe - Governance Officer

Attachments

1. Instrument of Appointment & Authorisation - Planning & Environment Act Only - October 2026 - Cauchi and McGillivray [**15.2.1** - 2 pages]

INSTRUMENT OF APPOINTMENT AND AUTHORISATION
(Planning and Environment Act 1987 only)

Patrick Cauchi
Charlotte McGillivray

27 October 2026

In this instrument "**officers**" means -

Patrick Cauchi

Charlotte McGillivray

By this instrument of appointment and authorisation Indigo Shire Council -

1. under section 147(4) of the *Planning and Environment Act* 1987 - appoints the officers to be authorised officers for the purposes of the *Planning and Environment Act* 1987 and the regulations made under that Act.

It is declared that this instrument -

a. comes into force immediately upon its execution;

b. remains in force until varied or revoked;

c. is automatically revoked when the officer ceases their role with Indigo Shire Council.

This instrument is authorised by a resolution of the Indigo Shire Council on 27 October 2026.

15.3 VARIATION TO THE INSTRUMENT OF DELEGATION - COUNCIL TO COUNCIL STAFF (S6)

Debra Fankhauser - Executive Manager People & Governance
Office of the CEO

For Decision

RECOMMENDATION

In the exercise of the powers conferred by s 188 of the Planning and Environment Act 1987 and the other legislation referred to in the attached Instruments of Delegation Indigo Shire Council (Council) RESOLVES THAT –

1. The instrument of delegation to members of Council staff dated 28 July 2026 (the instrument) be varied as set out in the schedule to this resolution;
2. The members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the instrument as varied are to have the powers, duties and functions set out in the instrument as varied, subject to the conditions and limitations specified in that instrument;
3. The instrument as varied instrument comes into force immediately upon this resolution being made;
4. The duties and functions set out in the instrument as varied must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.

Schedule

5. In the Schedule to the instrument, in relation to provisions of the *Planning and Environment Act 1987*:
   5.1 That "Strategic Planner" be added to s24 Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D).

PURPOSE OF REPORT

Council are asked to consider a variation to the Instrument of Delegation - Council to Council Staff (s6) that was adopted at the Council Meeting on 28 July 2026.

BACKGROUND

Council's Instruments of Delegation were last reviewed and adopted in July 2026. On occasions, variations to the instruments are required. For this purpose, Maddocks Delegations & Authorisations Service provide a template to allow for variations to be made to the existing Instrument without the need to adopt the whole instrument again. The ensures that the existing instrument remains in place, incorporating the relevant variations.

The *Instrument of Delegation - Council to Members of Council Staff (S6)* - allows for a direct delegation of power, duties, and functions from Council to staff, for acts and regulations **other than the Local Government Act.** Other acts do not provide an express power of sub-delegation, and so there is a presumption that they may not be sub-delegated. Therefore, it is assumed the power of delegation contained in the other acts may only be delegated directly by Councils to staff. For this reason, there is a separate instrument. This instrument must be adopted by Council.

DISCUSSION

Since the last review of delegations, the Planning team has identified a need for greater flexibility in appointing representatives to attend Planning Panel Hearings. Provision s24, *Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)*, is currently delegated to the Director Planning & Corporate Services and the Manager Planning & Statutory Services.

In preparation for a panel hearing scheduled for late November in relation to a planning matter, the Planning team requested that the position of Strategic Planner also be included within this delegation.
The proposed amendment will provide additional operational flexibility in circumstances where delegated officers are unavailable and will assist in ensuring that Council representation at panel hearings, and the management of related planning referrals and submissions, can continue to be undertaken efficiently and effectively when required.

OPTIONS

1. Adopt the variation to the Instrument of Delegation – Council to Council Staff (s6). **This option is recommended**.
2. Request further amendments prior to adoption – not preferred as this is mean the change cannot be implemented in time for the next Panel Hearing, which is scheduled for early November 2026.

STRATEGIC CONTEXT

COUNCIL PLAN 2025 – 2029	
Theme	4. Governance and Financial Sustainability
Strategic Objective	4.5 Governance and Transparent Decision Making - Uphold the highest standards of integrity, transparency, and accountability in Council operations and decision-making processes through robust governance frameworks and an engaged, responsible workforce culture.
Key Strategy	N/A

Instruments of delegation provide a clear and structured way to delegate Council powers and duties that Council could not practically exercise directly. They ensure tasks and decisions are assigned to the appropriate roles and carried out under the relevant legislation and authority.

SOCIAL/COMMUNITY IMPLICATIONS

The review of instruments of delegation assures the community that Council executes its decision-making processes in line with legislative requirements and within the appropriate roles. The provision of the instruments via this report enables the community to have full information on the roles that are responsible for the execution of powers, duties and functions under various legislation.

ENVIRONMENTAL IMPLICATIONS

There are no environmental impacts with this report.

FINANCIAL IMPLICATIONS

The management of Council's delegations involves two annual subscriptions, including the Maddocks Delegations Service and the ReliansSys Delegations module (web-based software which assists with the allocation and approval of delegations), both of which are funded within the budget.

LEGISLATIVE IMPLICATIONS

Section 188 of the Planning and Environment Act 1987 empowers councils to delegate their powers under this Act to members of Council staff.

RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Current Risk Rating	Controls
If delegations are not updated the legality of a decision or an action purportedly made on behalf of the council could be questioned.	Possible	Minor	Low	Maddocks Lawyers templates are used to support regular updates of delegations. ReliansSys software is used to remind officers of the obligation to review delegations.

COMMUNITY ENGAGEMENT

Engagement undertaken

Nil required.

CONCLUSION

In accordance with requirements under the *Local Government Act 2020* and Council's usual practice of updating all delegations, the attached instruments have been reviewed to ensure that they are lawful, up to date and allow for the effective operation of the organisation.

DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Debra Fankhauser - Executive Manager People & Governance
- Annabel Harding - Governance Coordinator

Attachments

1. Instrument of Delegation - Members of Staff (s 6) - Varied [**15.3.1** - 87 pages]

Council
to
Members of Council Staff (s6)

Version No:	V 1.0
Trim File No:	INTERNAL26/24169
Approval Date:	28 July 2026
Approved By:	Council
Department:	People and Governance
Responsible Officer:	Governance Officer
Next Review Date:	May 2027
RelianSys Obligation No:	2186
Circulation	All Staff

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Road Management (Works and Infrastructure) Regulations 2015 86

Preamble

In exercise of the power conferred by the legislation referred to in the attached Schedule, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
2. declares that:
   2.1. this Instrument of Delegation is authorised by a resolution of Council passed on 28 July 2026; and
   2.2. the delegation:
      2.2.1. comes into force immediately upon resolution of Council;
      2.2.2. remains in force until varied or revoked;
      2.2.3. is subject to any conditions and limitations set out in sub-paragraph 3.3, and the Schedule; and
      2.2.4. must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
   2.3. the delegate must not determine the issue, take the action or do the act or thing:
      2.3.1. if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council; or
      2.3.2. if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
      (a) policy; or
      (b) strategy
      adopted by Council; or
      2.3.3. if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or
      2.3.4. the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff or delegated committee.

Schedule

Legislative Acts

Cemeteries and Crematoria Act 2003			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 8(1)(a)(ii)	Power to manage one or more public cemeteries	Customer Experience Coordinator, Senior Customer Experience Officer	Where Council is a Class B cemetery trust
s 12(1)	Function to properly and efficiently manage and maintain each public cemetery for which responsible and carry out any other function conferred under this Act	Customer Experience Coordinator, Senior Customer Experience Officer	Where Council is a Class B cemetery trust
s 12(2)	Duty to have regard to the matters set out in paragraphs (a) - (c) in exercising its functions	Customer Experience Coordinator, Senior Customer Experience Officer	Where Council is a Class B cemetery trust
s 13	Duty to do anything necessary or convenient to enable it to carry out its functions	Customer Experience Coordinator, Senior Customer Experience Officer	
s 14	Power to manage multiple public cemeteries as if they are one cemetery.	Customer Experience Coordinator, Senior Customer Experience Officer	
s 15(4)	Duty to keep records of delegations	Customer Experience Coordinator, Senior Customer Experience Officer	
s 17(1)	Power to employ any persons necessary	Customer Experience Coordinator, Senior Customer Experience Officer	
s 17(2)	Power to engage any professional, technical or other assistance considered necessary	Customer Experience Coordinator, Senior Customer Experience Officer	

Cemeteries and Crematoria Act 2003			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 17(3)	Power to determine the terms and conditions of employment or engagement	Customer Experience Coordinator, Senior Customer Experience Officer	Subject to any guidelines or directions of the Secretary
s 18(3)	Duty to comply with a direction from the Secretary	Customer Experience Coordinator, Senior Customer Experience Officer	
s 19	Power to carry out or permit the carrying out of works	Customer Experience Coordinator, Senior Customer Experience Officer	
s 20(1)	Duty to set aside areas for the interment of human remains	Customer Experience Coordinator	
s 20(2)	Power to set aside areas for the purposes of managing a public cemetery	Customer Experience Coordinator, Senior Customer Experience Officer	
s 20(3)	Power to set aside areas for those things in paragraphs (a) - (e)	Customer Experience Coordinator, Senior Customer Experience Officer	
s 24(2)	Power to apply to the Secretary for approval to alter the existing distribution of land	Not Delegated	
s 36	Power to grant licences to enter and use part of the land or building in a public cemetery in accordance with s 36	Not Delegated	Subject to the approval of the Minister
s 37	Power to grant leases over land in a public cemetery in accordance with s 37	Not Delegated	Subject to the Minister approving the purpose
s 40	Duty to notify Secretary of fees and charges fixed under s 39	Customer Experience Coordinator, Senior Customer Experience Officer	
s 47	Power to pay a contribution toward the cost of the construction and maintenance of any private street adjoining or abutting a cemetery	Not Delegated	Provided the street was constructed pursuant to the Local Government Act 1989

Cemeteries and Crematoria Act 2003			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 52	Duty to submit a report to the Secretary in relation to any public cemetery for which the cemetery trust is responsible for each financial year in respect of which it manages that cemetery	Customer Experience Coordinator	
s 57(1)	Duty to submit a report to the Secretary every financial year in respect of powers and functions under the Act	Customer Experience Coordinator, Senior Customer Experience Officer	Report must contain the particulars listed in s 57(2)
s 59	Duty to keep records for each public cemetery	Customer Experience Coordinator, Senior Customer Experience Officer	
s 60(1)	Duty to make information in records available to the public for historical or research purposes	Customer Experience Coordinator, Senior Customer Experience Officer	
s 60(2)	Power to charge fees for providing information	Customer Experience Coordinator, Senior Customer Experience Officer	
s 64(4)	Duty to comply with a direction from the Secretary under s 64(3)	Not Delegated	
s 64B(d)	Power to permit interments at a reopened cemetery	Not Delegated	
s 66(1)	Power to apply to the Minister for approval to convert the cemetery, or part of it, to a historic cemetery park	Not Delegated	The application must include the requirements listed in s 66(2)(a)-(d
s 69	Duty to take reasonable steps to notify of conversion to historic cemetery park	Not Delegated	
s 70(1)	Duty to prepare plan of existing places of interment and make a record of any inscriptions on memorials which are to be removed	Not Delegated	
s 70(2)	Duty to make plans of existing place of interment available to the public	Not Delegated	
s 71(1)	Power to remove any memorials or other structures in an area to which an approval to convert applies	Not Delegated	
s 71(2)	Power to dispose of any memorial or other structure removed	Not Delegated	
s 72(2)	Duty to comply with request received under s 72	Not Delegated	

Cemeteries and Crematoria Act 2003			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 73(1)	Power to grant a right of interment	Customer Experience Coordinator, Senior Customer Experience Officer	
s 73(2)	Power to impose conditions on the right of interment	Customer Experience Coordinator, Senior Customer Experience Officer	
s 74(3)	Duty to offer a perpetual right of interment	Customer Experience Coordinator	
s 75	Power to grant the rights of interment set out in s 75(a) and (b)	Customer Experience Coordinator, Senior Customer Experience Officer	
s 76(3)	Duty to allocate a piece of interment if an unallocated right is granted	Customer Experience Coordinator, Senior Customer Experience Officer	
s 77(4)	Power to authorise and impose terms and conditions on the removal of cremated human remains or body parts from the place of interment on application	Customer Experience Coordinator, Senior Customer Experience Officer	
s 80(1)	Function of receiving notification and payment of transfer of right of interment	Customer Experience Coordinator, Senior Customer Experience Officer	
s 80(2)	Function of recording transfer of right of interment	Customer Experience Coordinator, Senior Customer Experience Officer	
s 82(2)	Duty to pay refund on the surrender of an unexercised right of interment	Customer Experience Coordinator, Senior Customer Experience Officer	
s 83(2)	Duty to pay refund on the surrender of an unexercised right of interment	Customer Experience Coordinator, Senior Customer Experience Officer	
s 83(3)	Power to remove any memorial and grant another right of interment for a surrendered right of interment	Customer Experience Coordinator, Senior Customer Experience Officer	
s 84(1)	Function of receiving notice of surrendering an entitlement to a right of interment	Customer Experience Coordinator, Senior Customer Experience Officer	
s 84F(2)(d)	Function of receiving notice of decision to vary or force the surrender of a right of interment under s 84C(2), (3) or (5)	Customer Experience Coordinator	
s 84H(4)	Power to exercise the rights of a holder of a right of interment	Customer Experience Coordinator	
s 84I(4)	Power to exercise the rights of a holder of a right of internment	Customer Experience Coordinator	

Cemeteries and Crematoria Act 2003			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 84I(5)	Duty to pay refund to the previous holder or holders of the right of interment	Customer Experience Coordinator	
s 84I(6)(a)	Power to remove any memorial on the place of interment	Customer Experience Coordinator	
s 84I(6)(b)	Power to grant right of interment under s 73	Customer Experience Coordinator	
s.85(1)	Duty to notify holder of 25 year right of interment of expiration at least 12 months before expiry	Customer Experience Coordinator, Senior Customer Experience Officer	The notice must be in writing and contain the requirements listed in s 85(2)
s 85(2)(b)	Duty to notify holder of 25 year right of interment of expiration of right at least 12 months before expiry	Customer Experience Coordinator, Senior Customer Experience Officer	Does not apply where right of internment relates to remains of a deceased veteran.
85(2)(c)	Power to leave interred cremated remains undistributed in perpetuity and convert right of interment to perpetual right of internment or; remove interred remains and re-inter at another location within cemetery grounds and remove any memorial at that place and re-establish at new or equivalent location.	Customer Experience Coordinator, Senior Customer Experience Officer	May only be exercised where right of interment relates to cremated human remains of a deceased identified veteran, if right of internment is not extended or converted to a perpetual right of interment
s 86	Power to remove and dispose of cremated human remains and remove any memorial if no action taken by right holder within time specified	Customer Experience Coordinator, Senior Customer Experience Officer	

Cemeteries and Crematoria Act 2003			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 86(2)	Power to leave interred cremated human remains undisturbed or convert the right of internment to a perpetual right of interment	Customer Experience Coordinator, Senior Customer Experience Officer	
s 86(3)(a)	Power to leave interred cremated human remains undisturbed in perpetuity and convert the right of interment to a perpetual right of interment	Customer Experience Coordinator, Senior Customer Experience Officer	
s 86(3)(b)	Power to remove interred cremated human remains and take further action in accordance with s 86(3)(b)	Customer Experience Coordinator, Senior Customer Experience Officer	
s.86(4)	power to take action under s.86(4) relating to removing and re-interring cremated human remains	Customer Experience Coordinator, Senior Customer Experience Officer	
s.86(5)	duty to provide notification before taking action under s.86(4)	Customer Experience Coordinator, Senior Customer Experience Officer	
s 86A	Duty to maintain place of interment and any memorial at place of interment, if action taken under s 86(3)	Customer Experience Coordinator, Senior Customer Experience Officer	
s 87(3)	Duty, if requested, to extend the right for a further 25 years or convert the right to a perpetual right of interment	Customer Experience Coordinator, Senior Customer Experience Officer	
s 88	Function to receive applications to carry out a lift and re-position procedure at a place of interment	Customer Experience Coordinator, Senior Customer Experience Officer	
s 91(1)	Power to cancel a right of interment in accordance with s 91	Customer Experience Coordinator, Senior Customer Experience Officer	
s 91(3)	Duty to publish notice of intention to cancel right of interment	Customer Experience Coordinator, Senior Customer Experience Officer	
s 92	Power to pay refund or grant a right of interment in respect of another place of interment to the previous holder of the cancelled right of interment	Customer Experience Coordinator, Senior Customer Experience Officer	
s 98(1)	Function of receiving application to establish or alter a memorial or a place of interment	Customer Experience Coordinator, Senior Customer Experience Officer	
s 99	Power to approve or refuse an application made under s 98, or to cancel an approval	Customer Experience Coordinator, Senior Customer Experience Officer	

Cemeteries and Crematoria Act 2003			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 99(4)	Duty to make a decision on an application under s 98 within 45 days after receipt of the application or within 45 days of receiving further information where requested	Customer Experience Coordinator, Senior Customer Experience Officer	
s 100(1)	Power to require a person to remove memorials or places of interment	Customer Experience Coordinator, Senior Customer Experience Officer	
s 100(2)	Power to remove and dispose a memorial or place of interment or remedy a person's failure to comply with s 100(1)	Customer Experience Coordinator, Senior Customer Experience Officer	
s 100(3)	Power to recover costs of taking action under s 100(2)	Customer Experience Coordinator, Senior Customer Experience Officer	
s 101	Function of receiving applications to establish or alter a building for ceremonies in the cemetery	Customer Experience Coordinator, Senior Customer Experience Officer	
s 102(1)	Power to approve or refuse an application under section 101, if satisfied of the matters in (b) and (c)	Not Delegated	
s 102(2) & (3)	Power to set terms and conditions in respect of, or to cancel, an approval granted under s 102(1)	Not Delegated	
s 103(1)	Power to require a person to remove a building for ceremonies	Not Delegated	
s 103(2)	Power to remove and dispose of a building for ceremonies or remedy the failure to comply with s 103(1)	Not Delegated	
s 103(3)	Power to recover costs of taking action under s 103(2)	Not Delegated	
s 106(1)	Power to require the holder of the right of interment of the requirement to make the memorial or place of interment safe and proper or carry out specified repairs	Not Delegated	
s 106(2)	Power to require the holder of the right of interment to provide for an examination	Not Delegated	
s 106(3)	Power to open and examine the place of interment if s 106(2) not complied with	Not Delegated	

Cemeteries and Crematoria Act 2003			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 106(4)	Power to repair or - with the approval of the Secretary - take down, remove and dispose any memorial or place of interment if notice under s 106(1) is not complied with	Not Delegated	
s 107(1)	Power to require person responsible to make the building for ceremonies safe and proper or carry out specified repairs	Customer Experience Coordinator, Senior Customer Experience Officer	
s 107(2)	Power to repair or take down, remove and dispose any building for ceremonies if notice under s 107(1) is not complied with	Not Delegated	
s 108	Power to recover costs and expenses	Customer Experience Coordinator, Senior Customer Experience Officer	
s 109(1)(a)	Power to open, examine and repair a place of interment	Customer Experience Coordinator, Senior Customer Experience Officer	Where the holder of right of interment or responsible person cannot be found
s 109(1)(b)	Power to repaid a memorial or, with the Secretary's consent, take down, remove and dispose of a memorial	Customer Experience Coordinator, Senior Customer Experience Officer	Where the holder of right of interment or responsible person cannot be found
s 109(2)	Power to repair the building for ceremonies or, with the consent of the Secretary, take down, remove and dispose of a building for ceremonies	Not Delegated	Where the holder of right of interment or responsible person cannot be found
s 110(1)	Power to maintain, repair or restore a memorial or place of interment from other funds if unable to find right of interment holder. with consent of the Secretary	Customer Experience Coordinator, Senior Customer Experience Officer	
s 110(1A)	Power to maintain, repair or restore the place of interment if unable to find any of the other holders after diligent inquiries and with the consent of the Secretary	Customer Experience Coordinator	

Cemeteries and Crematoria Act 2003			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 110(2)	Power to maintain, repair or restore any building for ceremonies from other funds if unable to find responsible person and with consent of the Secretary	Customer Experience Coordinator, Senior Customer Experience Officer	
s 110A	Power to use cemetery trust funds or other funds for the purposes of establishing, maintaining, repairing or restoring any memorial or place of interment of any deceased identified veteran	Customer Experience Coordinator, Senior Customer Experience Officer	
s 111	Power to enter into agreement with a holder of the right of interment to maintain a memorial or place of interment	Customer Experience Coordinator, Senior Customer Experience Officer	
s 112	Power to sell and supply memorials	Not Delegated	
s 116(4)	Duty to notify the Secretary of an interment authorisation granted	Customer Experience Coordinator, Senior Customer Experience Officer	
s 116(5)	Power to require an applicant to produce evidence of the right of interment holder's consent to application	Customer Experience Coordinator, Senior Customer Experience Officer	
s 118	Power to grant an interment authorisation if satisfied that the requirements of Division 2 of Part 8 have been met	Customer Experience Coordinator, Senior Customer Experience Officer	
s 119	Power to set terms and conditions for interment authorisations	Customer Experience Coordinator, Senior Customer Experience Officer	
s 131	Function of receiving an application for cremation authorisation	Customer Experience Coordinator, Senior Customer Experience Officer	
s 133(1)	Duty not to grant a cremation authorisation unless satisfied that requirements of s 133 have been complied with	Customer Experience Coordinator, Senior Customer Experience Officer	Subject to s 133(2)
s 145	Duty to comply with an order made by the Magistrates' Court or a coroner	Customer Experience Coordinator, Senior Customer Experience Officer	
s 146	Power to dispose of bodily remains by a method other than interment or cremation	Senior Customer Experience Officer	Subject to the approval of the Secretary
s 147	Power to apply to the Secretary for approval to dispose of bodily remains by a method other than interment or cremation	Customer Experience Coordinator, Senior Customer Experience Officer	

Cemeteries and Crematoria Act 2003			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 149	Duty to cease using method of disposal if approval revoked by the Secretary	Customer Experience Coordinator, Senior Customer Experience Officer	
s 150 & 152(1)	Power to authorise the interment or cremation of body parts if the requirements of Division 1 of Part 11 are met	Customer Experience Coordinator, Senior Customer Experience Officer	
s 151	Function of receiving applications to inter or cremate body parts	Customer Experience Coordinator, Senior Customer Experience Officer	
s 152(2)	Power to impose terms and conditions on authorisation granted under s 150	Customer Experience Coordinator, Senior Customer Experience Officer	
sch 1 cl 8(3)	Power to permit members to participate in a particular meeting by telephone, closed-circuit television or any other means of communication	Customer Experience Coordinator, Senior Customer Experience Officer	
sch 1 cl 8(8)	Power to regulate own proceedings	Customer Experience Coordinator, Senior Customer Experience Officer	Subject to cl 8

Domestic Animals Act 1994			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 41A(1)	Power to declare a dog to be a menacing dog	Director Planning & Corporate Services, Manager Planning & Statutory Services	Council may delegate this power to a Council authorised officer

Food Act 1984			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 19(2)(a)	Power to direct by written order that the food premises be put into a clean and sanitary condition	Environmental Health Officer, Senior Environmental Health Officer	If s 19(1) applies

Food Act 1984			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 19(2)(b)	Power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	Environmental Health Officer, Senior Environmental Health Officer	If s 19(1) applies
s 19(3)	Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process	Environmental Health Officer, Senior Environmental Health Officer	If s 19(1) applies Only in relation to temporary food premises or mobile food premises
s 19(6)(a)	Duty to revoke any order under section 19 if satisfied that an order has been complied with	Manager Planning & Statutory Services	If s 19(1) applies
s 19(6)(b)	Duty to give written notice of revocation under section 19(6)(a) if satisfied that an order has been complied with	Manager Planning & Statutory Services	If s 19(1) applies
s 19AA(2)	Power to direct, by written order, that a person must take any of the actions described in (a)-(c).	Manager Planning & Statutory Services	Where Council is the registration authority
s 19AA(7)	Duty to revoke order issued under s 19AA and give written notice of revocation, if satisfied that that order has been complied with	Director Planning & Corporate Services	Where Council is the registration authority
s 19CB(4)(b)	Power to request copy of records	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 19E(1)(d)	Power to request a copy of the food safety program	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 19EA(3)	Function of receiving copy of revised food safety program	Coordinator Building & Environmental Health, Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 19(4)(a)	Power to direct that an order made under s 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, (ia) displayed at any point of sale, (ib) be published on the food business's Internet site and (ii) inform the public by notice in a published newspaper, on the Internet site or otherwise	Environmental Health Officer, Senior Environmental Health Officer	If s 19(1) applies

Food Act 1984			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 19AA(4)(c)	Power to direct, in an order made under s 19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	Manager Planning & Statutory Services	Note: the power to direct the matters under s 19AA(4)(a) and (b) not capable of delegation and so such directions must be made by a Council resolution Only in relation to temporary food premises or mobile food premises
s 19FA(1)	Power to direct a proprietor of a food premises to revise the food safety program for the premises or comply with any requirements specified in the food safety program	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority Subject to s 19FA(2), which requires a time limit for compliance to be specified
s 19FA(3)(a)	Power to refuse to approve an application for registration or renewal of the premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority Refusal to grant or renew the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))

Food Act 1984			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 19FA(3)(b)	Power to revoke a registration granted in respect of premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 19GB	Power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 19FA(3)(c)	Power to suspend the registration of the premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s19IA(1)	Power to form opinion that the food safety requirements or program are non-compliant.	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 19IA(2)	Duty to give written notice to the proprietor of the premises	Coordinator Building & Environmental Health, Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority Note: Not required if Council has taken other appropriate action in relation to deficiencies (see s 19IA(3))
s 19M(4)(a) & (5)	Power to conduct a food safety audit and take actions where deficiencies are identified	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 19N(2)	Function of receiving notice from the auditor	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Building & Environmental Health, Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 19NA(1)	Power to request food safety audit reports	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority

Food Act 1984			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 19U(3)	Power to waive and vary the costs of a food safety audit if there are special circumstances	Director Planning & Corporate Services	
s 19UA	Power to charge fees for conducting a food safety assessment or inspection	Director Planning & Corporate Services	Except for an assessment required by a declaration under s 19C or an inspection under ss 38B(1)(c) or 39
s 19W	Power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 19W(3)(a)	Power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 19W(3)(b)	Power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
	Power to register or renew the registration of a food premises	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority Refusal to grant or renew the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))
s 36A	Power to accept an application for registration or notification using online portal	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority

Food Act 1984			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 36B	Duty to pay the charge for use of online portal	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 38AA(5)	Power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 38AB(4)	Power to fix a fee for the receipt of a notification under s 38AA in accordance with a declaration under s 38AB(1)	Not Delegated	Where Council is the registration authority
s 38A(4)	Power to request a copy of a completed food safety program template	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 38B(1)(a)	Duty to assess the application and determine which class of food premises under s 19C the food premises belongs	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 38B(2)	Duty to be satisfied of the matters in s 38B(2)(a)-(b)	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 38D(1)	Duty to ensure compliance with the applicable provisions of s 38C and inspect the premises if required by s 39	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 38D(2)	Duty to be satisfied of the matters in s 38D(2)(a)-(d)	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 38D(3)	Power to request copies of any audit reports	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority

Food Act 1984			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 38E(2)	Power to register the food premises on a conditional basis	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority not exceeding the prescribed time limit defined under s 38E(5)
s 38E(4)	Duty to register the food premises when conditions are satisfied	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 38F(3)(b)	Power to require proprietor to comply with requirements of this Act	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 38G(1)	Power to require notification of change of the food safety program type used for the food premises	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 38G(2)	Function of receiving notice from proprietor if there is a change of the food safety program type used for the food premises	Coordinator Building & Environmental Health, Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 38G(4)	Power to require the proprietor of the food premises to comply with any requirement of the Act	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 39(2)	Duty to carry out an inspection of the premises during the period of registration before the registration of the food premises is renewed	Coordinator Building & Environmental Health, Environmental Health Officer, Senior Environmental Health Officer	
s 39A	Power to register, or renew the registration of a food premises despite minor defects	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority Only if satisfied of matters in s 39A(2)(a)-(c)
s 39A (6)	Duty to comply with a direction of the Secretary	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Building & Environmental Health, Environmental Health Officer, Senior Environmental Health Officer	

Food Act 1984			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 40(1)	Duty to give the person in whose name the premises is to be registered a certificate of registration	Coordinator Building & Environmental Health, Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 40(2)	Power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the Public Health and Wellbeing Act 2008	Environmental Health Officer, Senior Environmental Health Officer	
s 40C(2)	Power to grant or renew the registration of food premises for a period of less than 1 year	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 40D(1)	Power to suspend or revoke the registration of food premises	Director Planning & Corporate Services	Where Council is the registration authority
s 40E	Duty to comply with direction of the Secretary	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Building & Environmental Health	
s 40F	Power to cancel registration of food premises	Director Planning & Corporate Services	Where Council is the registration authority
s 43	Duty to maintain records of registration	Coordinator Building & Environmental Health, Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering or renewing registration of a component of a food business	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority
s 45AC	Power to bring proceedings	Director Planning & Corporate Services, Environmental Health Officer, Senior Environmental Health Officer	

Food Act 1984			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 43F(7)	Power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements	Environmental Health Officer, Senior Environmental Health Officer	Where Council is the registration authority Refusal to grant or renew the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))
s 46(5)	Power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged	Manager Planning & Statutory Services	Where Council is the registration authority

Heritage Act 2017			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 116	Power to sub-delegate Executive Director's functions, duties or powers	Not Delegated	Must first obtain Executive Director's written consent Council can only sub-delegate if the Instrument of Delegation from the Executive Director authorises sub-delegation

Local Government Act 1989			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 185L(4)	Power to declare and levy a cladding rectification charge	Director Planning & Corporate Services	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 4B	Power to prepare an amendment to the Victorian Planning Provisions	Not Delegated	If authorised by the Minister
s 4G	Function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 4H	Duty to make amendment to Victoria Planning Provisions available in accordance with public availability requirements	Director Planning & Corporate Services, Manager Planning & Statutory Services, Strategic Planner	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 4I(2)	Duty to make and copy of the Victorian Planning Provisions and other documents available in accordance with public availability requirements	Director Planning & Corporate Services, Manager Planning & Statutory Services, Strategic Planner	
s 12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons	Director Planning & Corporate Services, Manager Planning & Statutory Services, Strategic Planner	
s 12B(1)	Duty to review planning scheme	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 12B(2)	Duty to review planning scheme at direction of Minister	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s.12B(5)	duty to report findings of review of planning scheme to Minister without delay	Director Planning & Corporate Services	
s 14	Duties of a Responsible Authority as set out in s 14(a) to (d)	Director Planning & Corporate Services, Manager Planning & Statutory Services, Strategic Planner	
s 16B	Duty (upon receiving a request to prepare an amendment to the planning scheme) to decide: - to apply to the Minister for authorisation to prepare the amendment, with or without changes, under section 16F, or - to refuse the request. Note: see also sections 16A, 16D, 16E and 16K.	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 16C(1)	Duty to give written notice of its decision under section 16B to the person who made the request within 10 business days of making the decision. Note: The notice must contain prescribed information, and reasons if it is a refusal.	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 16C(4)	Duty to give a copy of the request and the notice under subsection 16C(1) to the Minister.	Director Planning & Corporate Services, Manager Planning & Statutory Services	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 16F	Power to apply to the Minister for authorisation to prepare an amendment to the State standard provisions or the local provisions of a planning scheme in force in the municipal district. Note: see also sections 16G and 16K.	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 16F	Power to prepare an amendment to the planning scheme where the Minister has authorised Council to do so under section 16F	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 16H	Power to prepare an amendment specified in an application without the Minister's authorisation if no response received after 10 business days Note: see also section 16K.	Director Planning & Corporate Services, Manager Planning & Statutory Services	Does not apply in relation to an application for the preparation of an amendment that will apply to land to which a Suburban Rail Loop planning area declaration applies
s 16I	Power to apply to the Minister for authorisation to prepare an amendment to any part of the State standard provisions and local provisions of a planning scheme applying to an area adjoining its municipal district.	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 16I	Power to prepare amendment to the planning scheme applying to an area adjoining Council's municipal district where the Minister has authorised Council to do so under section 16I. Note: see also sections 16D, 16G and 16J.	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 17(1)	Duty of giving copy amendment to the planning scheme	Director Planning & Corporate Services, Manager Planning & Statutory Services, Strategic Planner	
s 17(2)	Duty of giving copy s 173 agreement	Director Planning & Corporate Services, Manager Planning & Statutory Services	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 18	Duty to make amendment etc. available in accordance with public availability requirements	Director Planning & Corporate Services, Manager Planning & Statutory Services, Strategic Planner	Until the proposed amendment is approved or lapsed
s 19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 20(1)	Power to apply to Minister for exemption from the requirements of s 19	Director Planning & Corporate Services	Where Council is a planning authority
s 19	Function of receiving notice of preparation of an amendment to a planning scheme	Director Planning & Corporate Services, Manager Planning & Statutory Services, Strategic Planner	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.
s 21(2)	Duty to make submissions available in accordance with public availability requirements	Director Planning & Corporate Services, Manager Planning & Statutory Services, Strategic Planner	Until the end of 2 months after the amendment comes into operation or lapse

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 21A(4)	Duty to publish notice	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 22(1)	Duty to consider all submissions received before the date specified in the notice	Director Planning & Corporate Services, Manager Planning & Statutory Services	Except submissions which request a change to the items in s 22(5)(a) and (b)
s 22(2)	Power to consider a late submission Duty to consider a late submission, if directed by the Minister	Manager Planning & Statutory Services, Coordinator Planning, Strategic Planner	
s 23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 23A(2)	Power to: - change the amendment in the manner requested; - not change the amendment in the manner requested; or - abandon the amendment or part of the amendment.	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the planning authority. After considering a submission which requests a change to a 'low-impact' amendment (as described in section 16N).
s 24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)	Director Planning & Corporate Services, Manager Planning & Statutory Services, Strategic Planner	
s 26(1)	Power to make report available for inspection in accordance with the requirements set out in s 197B of the Act	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 26(2)	Duty to keep report of panel available in accordance with public availability requirements	Director Planning & Corporate Services, Manager Planning & Statutory Services, Strategic Planner	During the inspection period

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 27(2)	Power to apply for exemption if panel's report not received	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 28(1)	Duty to notify the Minister if abandoning an amendment, with a copy of any submission considered, and a statement of reasons for the decision	Director Planning & Corporate Services	Note: the power to make a decision to abandon an amendment cannot be delegated
s 28(2)	Duty to publish notice of the decision on Internet site	Director Planning & Corporate Services, Manager Planning & Statutory Services, Strategic Planner	
s 28(4)	Duty to make notice of the decision available on Council's Internet site for a period of at least 2 months	Director Planning & Corporate Services, Manager Planning & Statutory Services, Strategic Planner	
s 28C	Duty to comply with directions of the Minister after abandoning the amendment with respect to: - providing relevant documentation; and - providing assistance with steps to be taken for the amendment.	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 30(4)(a)	Duty to say if amendment has lapsed	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 30(4)(b)	Duty to provide information in writing upon request	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 32(2)	Duty to give more notice if required	Director Planning & Corporate Services	
s 33(1)	Duty to give more notice of changes to an amendment	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 36(2)	Duty to give notice of approval of amendment	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 38(5)	Duty to give notice of revocation of an amendment	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT	Director Planning & Corporate Services, Manager Planning & Statutory Services	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 40(1)	Function of lodging copy of approved amendment	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 41(1)	Duty to make a copy of an approved amendment available in accordance with the public availability requirements during inspection period	Director Planning & Corporate Services, Manager Planning & Statutory Services, Strategic Planner	
s 41(2)	Duty to make a copy of an approved amendment and any documents lodged with it available in person in accordance with the requirements set out in s 197B of the Act after the inspection period ends	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 42(2)	Duty to make copy of planning scheme available in accordance with the public availability requirements	Director Planning & Corporate Services, Manager Planning & Statutory Services, Strategic Planner	
s 46AW	Function of being consulted by the Minister	Director Planning & Corporate Services	Where Council is a responsible public entity
s 46AX	Function of receiving a draft Statement of Planning Policy and written direction in relation to the endorsement of the draft Statement of Planning Policy Power to endorse the draft Statement of Planning Policy	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is a responsible public entity
s 46AZC(2)	Duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is a responsible public entity
s 46AZK	Duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity when performing a function or duty or exercising a power in relation to the declared area	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is a responsible public entity

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 46GI(2)(b)(i)	Power to agree to a lower rate of standard levy for a class of development of a particular type of land than the rate specified in a Minister's direction	Director Planning & Corporate Services	Where Council is the planning authority, the municipal Council of the municipal district in which the land is located and/or the development agency
s 46GJ(1)	Function of receiving written directions from the Minister in relation to the preparation and content of infrastructure contributions plans	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 46GK	Duty to comply with a Minister's direction that applies to Council as the planning authority	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 46GN(1)	Duty to arrange for estimates of values of inner public purpose land	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 46GO(1)	Duty to give notice to owners of certain inner public purpose land	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 46GP	Function of receiving a notice under s 46GO	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the collecting agency
s 46GQ	Function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other appropriate unit of measurement) of the inner public purpose land	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 46GR(1)	Duty to consider every submission that is made by the closing date for submissions included in the notice under s 46GO	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 46GR(2)	Power to consider a late submission Duty to consider a late submission if directed to do so by the Minister	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 46GS(1)	Power to accept or reject the estimate of the value of the inner public purpose land in a submission made under s 46GQ	Director Planning & Corporate Services, Manager Planning & Statutory Services	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 46GS(2)	Duty, if Council rejects the estimate of the value of the inner public purpose land in the submission, to refer the matter to the valuer-general, and notify the affected owner of the rejection and that the matter has been referred to the valuer-general	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 46GT(2)	Duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 46GT(4)	Function of receiving, from the valuer-general, written confirmation of the agreement between the planning authority's valuer and the affected owner's valuer as to the estimated value of the inner public purpose land	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 46GT(6)	Function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 46GU	Duty not to adopt an amendment under s.29 to an infrastructure contributions plan that specifies a land credit amount or a land equalisation amount that relates to a parcel of land in the ICP plan area of the plan unless the criteria in s 46GU(1)(a) and (b) are met	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 46GV(3)	Function of receiving the monetary component and any land equalisation amount of the infrastructure contribution Power to specify the manner in which the payment is to be made	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the collecting agency
s 46GV(3)(b)	Power to enter into an agreement with the applicant	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the collecting agency
s 46GV(4)(a)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the collecting agency
s 46GV(4)(b)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the collecting agency
s 46GV(7)	Duty to impose the requirements set out in s 46GV(3) and (4) as conditions on the permit applied for by the applicant to develop the land in the ICP plan area	Director Planning & Corporate Services, Manager Planning & Statutory Services	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 46GV(9)	Power to require the payment of a monetary component or the provision of the land component of an infrastructure contribution to be secured to Council's satisfaction	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the collecting agency
s 46GX(1)	Power to accept works, services or facilities in part or full satisfaction of the monetary component of an infrastructure contribution payable	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the collecting agency
s 46GX(2)	Duty, before accepting the provision of works, services or facilities by an applicant under s 46GX(1), to obtain the agreement of the development agency or agencies specified in the approved infrastructure contributions plan	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the collecting agency
s 46GY(1)	Duty to keep proper and separate accounts and records	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the collecting agency
s 46GY(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the collecting agency
s 46GZ(2)(a)	Duty to forward any part of the monetary component that is imposed for plan preparation costs to the planning authority that incurred those costs	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is that planning authority

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 46GZ(2)(a)	Function of receiving the monetary component	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where the Council is the planning authority This duty does not apply where Council is also the collecting agency
s 46GZ(2)(b)	Duty to forward any part of the monetary component that is imposed for the provision of works, services or facilities to the development agency that is specified in the plan,as responsible for those works, services or facilities	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency
s 46GZ(2)(b)	Function of receiving the monetary component	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the development agency under an approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 46GZ(4)	Duty to use any land equalisation amounts to pay land credit amounts under s 46GZ(7), except any part of those amounts that are to be forwarded to a development agency under s 46GZ(5)	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZ(5)	Duty to forward any part of a land equalisation amount required for the acquisition of outer public purpose land by a development agency specified in the approved infrastructure contributions plan to that development agency	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency
s 46GZ(5)	Function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the development agency specified in the approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 46GZ(7)	Duty to pay to each person who must provide an infrastructure contribution under the approved infrastructure contributions plan any land credit amount to which the person is entitled under s 46GW	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZ(9)	Duty to transfer the estate in fee simple in the land to the development agency specified in the approved infrastructure contributions plan as responsible for the use and development of that land	Director Planning & Corporate Services, Manager Planning & Statutory Services	If any inner public purpose land is vested in Council under the Subdivision Act 1988 or acquired by Council before the time it is required to be provided to Council under s 46GV(4) Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 46GZ(9)	Function of receiving the fee simple in the land	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency
s 46GZA(1)	Duty to keep proper and separate accounts and records	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZA(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(3)	Duty to follow the steps set out in s 46GZB(3)(a) – (c)	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is a development agency under an approved infrastructure contributions plan

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 46GZB(4)	Duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA	Director Planning & Corporate Services, Manager Planning & Statutory Services	If the VPA is the collecting agency under an approved infrastructure contributions plan Where Council is a development agency under an approved infrastructure contributions plan
s 46GZD(2)	Duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZD(2)(a) and (b)	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZD(3)	Duty to follow the steps set out in s 46GZD(3)(a) and (b)	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZD(5)	Duty to make payments under s 46GZD(3) in accordance with ss 46GZD(5)(a) and 46GZD(5)(b)	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the development agency under an approved infrastructure contributions plan

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 46GZE(2)	Duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a development agency for acquiring outer public purpose land has not been expended by the development agency to acquire that land at the date on which the approved infrastructure contributions plan expires	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency
s 46GZE(2)	Function of receiving the unexpended land equalisation amount	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s 46GZE(3)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZE(3)(a) and (b)	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(2)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the development agency under an approved infrastructure contributions plan

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s.46GZF(3)	Duty, if land is sold under s.46GZF(2)(b), to follow the steps in s.46GZF(3)(a) and (b)	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZF(3)	Function of receiving proceeds of sale	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the collection agency under an approved infrastructure contributions plan This provision does not apply where Council is also the development agency
s 46GZF(4)	Duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s 46GZF(5)	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZF(6)	Duty to make the payments under s 46GZF(4) in accordance with s 46GZF(6)(a) and (b)	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the development agency under an approved infrastructure contributions plan

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 46GZH	Power to recover the monetary component, or any land equalisation amount of the land component, payable under Part 3AB as a debt in any court of competent jurisdiction	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZI	Duty to prepare and give a report to the Minister at the times required by the Minister	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is a collecting agency or development agency
s 46GZK	Power to deal with public purpose land which has vested in, been acquired by, or transferred to, Council	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is a collecting agency or development agency
s 46LB(3)	Duty to publish, on Council's Internet site, the payable dwelling amount for a financial year on or before 1 July of each financial year for which the amount is adjusted under s 46LB (2)	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 46N(2)(c)	Function of determining time and manner for receipt of development contributions levy	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy	Director Planning & Corporate Services	
s 46O(1)(a) & (2)(a)	Power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy	Director Planning & Corporate Services	
s 46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable	Director Planning & Corporate Services	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 46Q(1)	Duty to keep proper accounts of levies paid	Director Planning & Corporate Services, Manager Finance	
s 46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 46Q(2)	Duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed	Director Planning & Corporate Services	Only applies when levy is paid to Council as a development agency
s 46Q(4)(c)	Duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal council as a development agency for plan preparation costs incurred by the Council or for the provision by the Council of works, services or facilities in an area under s 46Q(4)(a)	Director Planning & Corporate Services	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister
s 46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan	Director Planning & Corporate Services, Manager Planning & Statutory Services	Must be done in accordance with Part 3
s46Q(4)(e)	Duty to expend that amount on other works etc.	Director Planning & Corporate Services, Manager Planning & Statutory Services	With the consent of, and in the manner approved by, the Minister
s 46QC	Power to recover any amount of levy payable under Part 3B	Not Delegated	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 46QD	Duty to prepare report and give a report to the Minister	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is a collecting agency or development agency
s 46Y	Duty to carry out works in conformity with the approved strategy plan	Manager Planning & Statutory Services	
s 47	Power to decide that an application for a planning permit does not comply with that Act	Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 48A	Power to notify an applicant that the application is incomplete Note: The notice must set out any required fees or information, the date for payment or production, and the effect of non-compliance set out in section 48B(1).	Planning & Statutory Services Support Officer, Manager Planning & Statutory Services, Coordinator Planning, Planning & Statutory Services Assistant	Where Council is the responsible authority
s 48C	Power to refund a fee paid for an application which is void and of no effect under section 48B(1)	Planning & Statutory Services Support Officer, Manager Planning & Statutory Services, Coordinator Planning, Planning & Statutory Services Assistant	Where Council is the responsible authority
s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 49(2)	Duty to make register available for inspection in accordance with the public availability requirements	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 50(4)	Duty to amend application	Town Planner, Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 50(5)	Power to refuse to amend application	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 50(6)	Duty to make note of amendment to application in register	Town Planner, Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 50A(1)	Power to make amendment to application	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 50A(4)	Duty to note amendment to application in register	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 51	Duty to make copy of application available for inspection in accordance with the public availability requirements	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 52(1)(b)	Duty to give notice of the application to other municipal council where appropriate	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s.52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 52(3)	Power to give any further notice of an application where appropriate	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 54(1)	Power to require the applicant to provide more information	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 54(1A)	Duty to give notice in writing of information required under s 54(1)	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 54(1B)	Duty to specify the lapse date for an application	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 54A(3)	Power to decide to extend time or refuse to extend time to give required information	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector	Director Planning & Corporate Services	
s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go	Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 57(5)	Duty to make a copy of all objections available in accordance with the public availability requirements	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)	Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 57A(5)	Power to refuse to amend application	Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 57A(6)	Duty to note amendments to application in register	Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 57B(1)	Duty to determine whether and to whom notice should be given	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 57B(2)	Duty to consider certain matters in determining whether notice should be given	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 57C(1)	Duty to give copy of amended application to referral authority	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 58	Duty to consider every application for a permit	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 58A	Power to request advice from the Planning Application Committee	Manager Planning & Statutory Services	
s 60	Duty to consider certain matters	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 60(1A)	Duty to consider certain matters	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	

s 61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	The permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage Act 2006 Delegate can only determine a permit when: • there are no objections if in the farm zone; or • there are two or less objections in all other zones. The following planning permit applications must be reported to Council for determination: • Any application that has more than two objections received in all zones except the farm zone where one or more objection is received; • Any application

			where the cost of the development is more than $2,000,000; • Any application creating more than 10 additional lots; • Any application for a use as specified in: Indigo Planning Scheme Cl 52.28(Gaming) Cl. 53.03 (Brothel) Cl. 53.08 (Cattle Feed Lot) Cl. 53.10 (Use with adverse amenity potential) Cl. 53.13 (Renewable Energy Facility) • Any other application which, in the opinion of the Director of Planning & Corporate Services, is likely to be of significant public interest or concern. Refusals

			Only the Director Planning & Corporate Services and the Manager Planning & Statutory Services are delegated to refuse a permit, and only when; • A determining referral authority objects to the application, or; • The application is not complete, or information requests relating to critical information has not been responded to for more than 60 days, or; • The applicant has stopped responding for more than 60 days, or has abandoned the application. • A planning permit is not required under the Indigo

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
			Planning Scheme In all other cases, recommendation for refusal must be reported to Council for determination.
s 61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 61(3)(b)	Duty to refuse to grant the permit without the Minister's consent	Manager Planning & Statutory Services	
s 61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	Manager Planning & Statutory Services, Coordinator Planning	
s 62(1)	Duty to include certain conditions in deciding to grant a permit	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 62(2)	Power to include other conditions	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with s 173 agreement	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 62(6)(a)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with ss 46N(1), 46GV(7) or 62(5)	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s 62(1)(a)	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64(3)	Duty not to issue a permit until after the specified period	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	This provision applies also to a decision to grant an amendment to a permit - see s 75

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 64(5)	Duty to give each objector a copy of an exempt decision	Director Planning & Corporate Services, Manager Planning & Statutory Services	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	This provision applies also to a decision to grant an amendment to a permit - see s 75A
s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	Director Planning & Corporate Services, Manager Planning & Statutory Services	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit
s 66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s 64 or 65	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit
s 69(1)	Function of receiving application for extension of time of permit	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 69(1A)	Function of receiving application for extension of time to complete development	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 69(2)	Power to extend time	Town Planner, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 70	Duty to make copy permit available for inspection in accordance with the public availability requirements	Director Planning & Corporate Services, Manager Planning & Statutory Services	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 71(1)	Power to correct certain mistakes	Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 71(2)	Duty to note corrections in register	Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 73	Power to decide to grant amendment subject to conditions	Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 74	Duty to issue amended permit to applicant if no objectors	Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice	Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	Director Planning & Corporate Services, Manager Planning & Statutory Services	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit
s 76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s 64 or 76	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit
s 76D	Duty to comply with direction of Minister to issue amended permit	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 83	Function of being respondent to an appeal	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 83B	Duty to give or publish notice of application for review	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit	Director Planning & Corporate Services	
s 84(2)	Duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 84(6)	Duty to issue permit on receipt of advice within 3 business days	Director Planning & Corporate Services	
s 84AB	Power to agree to confining a review by the Tribunal	Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 86	Duty to issue a permit at order of Tribunal within 3 business days	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 91(2)	Duty to comply with the directions of VCAT	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 93(2)	Duty to give notice of VCAT order to stop development	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 95(3)	Function of referring certain applications to the Minister	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 95(4)	Duty to comply with an order or direction	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 96(1)	Duty to obtain a permit from the Minister to use and develop its land	Director Planning & Corporate Services, Director Infrastructure Services, Manager Planning & Statutory Services	
s 96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	Chief Executive Officer	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	Director Planning & Corporate Services, Manager Planning & Statutory Services, Strategic Planner	The request to prepare the amendment must be made under section 16A. Delegate must not agree to consider the application for the permit concurrently with the preparation of the proposed amendment unless it has made a decision under section 16B(a) to apply to the Minister for authorisation to prepare the amendment, with or without changes, under section 16F
s 96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 96F	Duty to consider the panel's report under s 96E	Director Planning & Corporate Services, Manager Planning & Statutory Services	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the Planning and Environment (Planning Schemes) Act 1996	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 96H(3)	Power to give notice in compliance with Minister's direction	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 96J	Duty to issue permit as directed by the Minister	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 96K	Duty to comply with direction of the Minister to give notice of refusal	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 96Z	Duty to keep levy certificates and levy exemption certificates given to it under ss 47 or 96A for no less than 5 years from receipt of the certificate	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 97C	Power to request Minister to decide the application	Director Planning & Corporate Services	
s 97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 97G(6)	Duty to make a copy of permits issued under s 97F available in accordance with the public availability requirements	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 97L	Duty to include Ministerial decisions in a register kept under s 49	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 97MH	Duty to provide information or assistance to the Planning Application Committee	Manager Planning & Statutory Services	
s 97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 97O	Duty to consider application and issue or refuse to issue certificate of compliance	Director Planning & Corporate Services, Manager Planning & Statutory Services	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 97Q(4)	Duty to comply with directions of VCAT	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 97R	Duty to keep register of all applications for certificate of compliance and related decisions	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 98(1)&(2)	Function of receiving claim for compensation in certain circumstances	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 101	Function of receiving claim for expenses in conjunction with claim	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 103	Power to reject a claim for compensation in certain circumstances	Director Planning & Corporate Services	
s.107(1)	Function of receiving claim for compensation	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 107(3)	Power to agree to extend time for making claim	Director Planning & Corporate Services	
s 113(2)	Power to request a declaration for land to be proposed to be reserved for public purposes	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 114(1)	Power to apply to the VCAT for an enforcement order	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 117(1)(a)	Function of making a submission to the VCAT where objections are received	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 120(1)	Power to apply for an interim enforcement order where s 114 application has been made	Director Planning & Corporate Services, Manager Planning & Statutory Services	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 123(1)	Power to carry out work required by enforcement order and recover costs	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	Director Planning & Corporate Services	Except Crown Land
s 125(1)	Power to apply to any court of competent jurisdiction or to the tribunal for an injunction restraining any person from contravening an enforcement order or an interim enforcement order.	Director Planning & Corporate Services, Manager Planning & Statutory Services	Section 123 of the Victorian Civil and Administrative Tribunal Act 1998 applies on an application to the Tribunal
s 129	Function of recovering penalties	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 130(5)	Power to allow person served with an infringement notice further time	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 149A(1)	Power to refer a matter to the VCAT for determination	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 149A(1A)	Power to apply to VCAT for the determination of a matter relating to the interpretation of a s.173 agreement	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 149B	Power to apply to the Tribunal for a declaration.	Manager Planning & Statutory Services	
s 156	Duty to pay fees and allowances (including a payment to the Crown under s 156(2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under s 156(2B)power to ask for contribution under s 156(3) and power to abandon amendment or part of it under s 156(4)	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the relevant planning authority

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 158F	Power to make submissions in response to a directions panel	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Strategic Planner	
s 171(2)(f)	Power to carry out studies and commission reports	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 171(2)(g)	Power to grant and reserve easements	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 172C	Power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	Chief Executive Officer	Where Council is a development agency specified in an approved infrastructure contributions plan
s 172D(1)	Power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s 46GV(4)	Chief Executive Officer	Where Council is a collecting agency specified in an approved infrastructure contributions plan
s 172D(2)	Power to compulsorily acquire any inner public purpose land, the use and development of which is to be the responsibility of Council under the plan, before the time that the land is required to be provided under s 46GV(4)	Chief Executive Officer	Where Council is the development agency specified in an approved infrastructure contributions plan
s 173(1)	Power to enter into agreement covering matters set out in s 174	Director Planning & Corporate Services, Manager Planning & Statutory Services	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 173(1A)	Power to enter into an agreement with an owner of land for the development or provision of land in relation to affordable housing	Director Planning & Corporate Services	Where Council is the relevant responsible authority
	Power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires something to be to the satisfaction of Council or Responsible Authority	Director Planning & Corporate Services, Manager Planning & Statutory Services	
	Power to give consent on behalf of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires that something may not be done without the consent of Council or Responsible Authority	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 177(2)	Power to end a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 178	power to amend a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 178A(1)	Function of receiving application to amend or end an agreement	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 178A(5)	Power to propose to amend or end an agreement	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement	Director Planning & Corporate Services, Manager Planning & Statutory Services	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 178C(4)	Function of determining how to give notice under s 178C(2)	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 178E(1)	Duty not to make decision until after 14 days after notice has been given	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s.178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	Director Planning & Corporate Services, Manager Planning & Statutory Services	If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	Director Planning & Corporate Services, Manager Planning & Statutory Services	If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(c)	Power to refuse to amend or end the agreement	Director Planning & Corporate Services, Manager Planning & Statutory Services	If no objections are made under s 178D Must consider matters in s 178B
s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	Director Planning & Corporate Services	After considering objections, submissions and matters in s 178B

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	Director Planning & Corporate Services, Manager Planning & Statutory Services	After considering objections, submissions and matters in s 178B
s.178E(3)(c)	power to amend or end the agreement in a manner that is substantively different from the proposal	Director Planning & Corporate Services	After considering objections, submissions and matters in s.178B
s 178E(3)(d)	Power to refuse to amend or end the agreement	Director Planning & Corporate Services, Manager Planning & Statutory Services	After considering objections, submissions and matters in s.178B
s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)	Director Planning & Corporate Services	
s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn	Director Planning & Corporate Services	
s 178G	Duty to sign amended agreement and give copy to each other party to the agreement	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	Director Planning & Corporate Services	
s 178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 179(2)	Duty to make copy of each agreement available in accordance with the public availability requirements	Director Planning & Corporate Services, Manager Planning & Statutory Services	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 181	Duty to apply to the Registrar of Titles to record the agreement	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 182	Power to enforce an agreement	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 183	Duty to tell Registrar of Titles of ending/amendment of agreement	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 184G(2)	Duty to comply with a direction of the Tribunal	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 184G(3)	Duty to give notice as directed by the Tribunal	Director Planning & Corporate Services, Manager Planning & Statutory Services	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 185B(1)	Duty to comply with a request from the Minister to provide the name, address, email address or telephone number of any person to whom the Minister is required to give notice	Manager Planning & Statutory Services, Coordinator Planning, Strategic Planner	
s 198(1)	Function to receive application for planning certificate	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 199(1)	Duty to give planning certificate to applicant	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 201(1)	Function of receiving application for declaration of underlying zoning	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 201(3)	Duty to make declaration	Director Planning & Corporate Services, Manager Planning & Statutory Services	
	Power to give written authorisation in accordance with a provision of a planning scheme	Director Planning & Corporate Services, Manager Planning & Statutory Services	
s 201UAB(1)	Function of providing the Victoria Planning Authority with information relating to any land within municipal district	Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
s 201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under s 201UAB(1) as soon as possible	Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner	
	Power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council	Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner,	
	Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council	Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner,	
	Power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit	Director Planning & Corporate Services, Manager Planning & Statutory Services, Coordinator Planning, Senior Statutory Planner,	
	Power to decide, in relation to any planning scheme or permit, that a specified thing may be altered or modified with Council's consent	Planning & Statutory Services Support Officer, Manager Planning & Statutory Services, Coordinator Planning, Planning & Statutory Services Assistant	

Planning and Environment Act 1987			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
	Power to decide, in relation to any planning scheme or permit, that a specified thing may be done subject to Council's prior consent or must not be done without Council's prior consent	Planning & Statutory Services Support Officer, Manager Planning & Statutory Services, Coordinator Planning, Planning & Statutory Services Assistant	
	Power to decide, in relation to any planning scheme or permit, that a specified thing is required to be approved and or endorsed by Council	Planning & Statutory Services Support Officer, Manager Planning & Statutory Services, Coordinator Planning, Planning & Statutory Services Assistant	
	Power to give written authorisation in accordance with a provision of a planning scheme	Director Planning & Corporate Services, Manager Planning & Statutory Services	

Residential Tenancies Act 1997			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 518F	Power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	Manager Planning & Statutory Services, Municipal Building Surveyor, Environmental Health Officer, Senior Environmental Health Officer	
s 522(1)	Power to give a compliance notice to a person	Manager Planning & Statutory Services, Municipal Building Surveyor	
s 525(2)	Power to authorise an officer to exercise powers in s 526 (either generally or in a particular case)	Manager Planning & Statutory Services	
s 525(4)	Duty to issue identity card to authorised officers	Manager Planning & Statutory Services	
s 526(5)	Duty to keep record of entry by authorised officer under s 526	Municipal Building Surveyor, Environmental Health Officer, Senior Environmental Health Officer	
s 526A(3)	Function of receiving report of inspection	Municipal Building Surveyor, Environmental Health Officer, Senior Environmental Health Officer	

Residential Tenancies Act 1997			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 527	Power to authorise a person to institute proceedings (either generally or in a particular case)	Manager Planning & Statutory Services	

Road Management Act 2004			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 11(1)	Power to declare a road by publishing a notice in the Government Gazette	Director Infrastructure Services, Manager Assets & Property	Obtain consent in circumstances specified in s 11(2)
s 11(8)	Power to name a road or change the name of a road by publishing notice in Government Gazette	Not Delegated	
s 11(9)(b)	Duty to advise Registrar	Director Infrastructure Services	
s 11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	Director Infrastructure Services	Subject to s 11(10A)
s 11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person	Director Infrastructure Services	Where Council is the coordinating road authority
s 12(2)(b)	Function of providing consent to the Head, Transport for Victoria for the discontinuance of a road or part of a road	Director Infrastructure Services, Manager Assets & Property	

Road Management Act 2004			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 12(10)	Duty to notify of decision made	Director Infrastructure Services	Duty of coordinating road authority where it is the discontinuing body Does not apply where an exemption is specified by the regulations or given by the Minister
s 13(1)	Power to fix a boundary of a road by publishing notice in Government Gazette	Director Infrastructure Services, Manager Assets & Property, Manager Planning & Statutory Services	Power of coordinating road authority and obtain consent under s 13(3) and s 13(4) as appropriate
s 14(4)	Function of receiving notice from the Head, Transport for Victoria	Director Infrastructure Services	
s 14(7)	Power to appeal against decision of the Head, Transport for Victoria	Chief Executive Officer	
s 15(1)	Power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport	Not Delegated	
s 15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	Not Delegated	
s 15(2)	Duty to include details of arrangement in public roads register	Director Infrastructure Services, Manager Assets & Property, Manager Municipal Operations	
s 16(7)	Power to enter into an arrangement under s 15	Not Delegated	
s 16(8)	Duty to enter details of determination in public roads register	Director Infrastructure Services, Manager Assets & Property, Manager Municipal Operations	

Road Management Act 2004			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 17(2)	Duty to register public road in public roads register	Director Infrastructure Services, Manager Assets & Property, Manager Municipal Operations	Where Council is the coordinating road authority
s 17(3)	Power to decide that a road is reasonably required for general public use	Director Infrastructure Services	Where Council is the coordinating road authority
s 17(3)	Duty to register a road reasonably required for general public use in public roads register	Director Infrastructure Services	Where Council is the coordinating road authority
s 17(4)	Power to decide that a road is no longer reasonably required for general public use	Not Delegated	Where Council is the coordinating road authority
s 17(4)	Duty to remove road no longer reasonably required for general public use from public roads register	Director Infrastructure Services	Where Council is the coordinating road authority
s 18(1)	Power to designate ancillary area	Director Infrastructure Services	Where Council is the coordinating road authority, and obtain consent in circumstances specified in s 18(2)
s 18(3)	Duty to record designation in public roads register	Director Infrastructure Services, Manager Assets & Property, Manager Municipal Operations	Where Council is the coordinating road authority
s 19(1)	Duty to keep register of public roads in respect of which it is the coordinating road authority	Director Infrastructure Services, Manager Assets & Property, Manager Municipal Operations	
s 19(4)	Duty to specify details of discontinuance in public roads register	Director Infrastructure Services, Manager Assets & Property, Manager Municipal Operations	

Road Management Act 2004			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 19(5)	Duty to ensure public roads register is available for public inspection	Manager Assets & Property	
s 21	Function of replying to request for information or advice	Manager Capital Works & Waste, Director Infrastructure Services, Manager Assets & Property, Manager Municipal Operations	Obtain consent in circumstances specified in s 11(2)
s 22(2)	Function of commenting on proposed direction	Manager Capital Works & Waste, Director Infrastructure Services, Manager Assets & Property, Manager Municipal Operations	
s 22(4)	Duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report.	Director Infrastructure Services	
s 22(5)	Duty to give effect to a direction under s 22	Director Infrastructure Services	
s 40(1)	Duty to inspect, maintain and repair a public road.	Manager Capital Works & Waste, Director Infrastructure Services, Manager Assets & Property, Manager Municipal Operations	
s 40(5)	Power to inspect, maintain and repair a road which is not a public road	Manager Capital Works & Waste, Director Infrastructure Services, Manager Assets & Property, Manager Municipal Operations	
s 41(1)	Power to determine the standard of construction, inspection, maintenance and repair	Manager Capital Works & Waste, Director Infrastructure Services, Manager Assets & Property, Manager Municipal Operations	
s 42(1)	Power to declare a public road as a controlled access road	Director Infrastructure Services, Manager Assets & Property, Manager Municipal Operations	Power of coordinating road authority and sch 2 also applies
s 42(2)	Power to amend or revoke declaration by notice published in Government Gazette	Director Infrastructure Services	Power of coordinating road authority and sch 2 also applies

Road Management Act 2004			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 42A(3)	Duty to consult with Head, Transport for Victoria and Minister for Local Government before road is specified	Director Infrastructure Services	Where Council is the coordinating road authority If road is a municipal road or part thereof
s 42A(4)	Power to approve Minister's decision to specify a road as a specified freight road	Not Delegated	Where Council is the coordinating road authority If road is a municipal road or part thereof and where road is to be specified a freight road
s 48EA	Duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	Director Infrastructure Services	Where Council is the responsible road authority, infrastructure manager or works manager
s 48M(3)	Function of consulting with the relevant authority for purposes of developing guidelines under s 48M	Director Infrastructure Services	
s 49	Power to develop and publish a road management plan	Not Delegated	
s 51	Power to determine standards by incorporating the standards in a road management plan	Not Delegated	
s 53(2)	Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	Director Infrastructure Services, Manager Assets & Property, Manager Municipal Operations	
s 54(2)	Duty to give notice of proposal to make a road management plan	Director Infrastructure Services, Manager Assets & Property	

Road Management Act 2004			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 54(5)	Duty to conduct a review of road management plan at prescribed intervals	Director Infrastructure Services	
s 54(6)	Power to amend road management plan	Not Delegated	
s 54(7)	Duty to incorporate the amendments into the road management plan	Director Infrastructure Services	
s 55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper	Director Infrastructure Services, Manager Assets & Property	
s 63(1)	Power to consent to conduct of works on road	Manager Capital Works & Waste, Director Infrastructure Services, Manager Assets & Property, Manager Municipal Operations	Where Council is the coordinating road authority
s 63(2)(e)	Power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	Manager Capital Works & Waste, Director Infrastructure Services, Manager Assets & Property, Manager Municipal Operations	Where Council is the infrastructure manager
s 64(1)	Duty to comply with cl 13 of sch 7	Manager Capital Works & Waste, Manager Assets & Property, Manager Municipal Operations	Where Council is the infrastructure manager or works manager
s 66(1)	Power to consent to structure etc	Manager Capital Works & Waste, Director Infrastructure Services, Manager Assets & Property, Manager Municipal Operations	Where Council is the coordinating road authority
s 67(2)	Function of receiving the name & address of the person responsible for distributing the sign or bill	Director Infrastructure Services	Where Council is the coordinating road authority
s 67(3)	Power to request information	Manager Capital Works & Waste, Manager Assets & Property, Manager Municipal Operations, Manager Planning & Statutory Services	Where Council is the coordinating road authority
s 68(2)	Power to request information	Manager Capital Works & Waste, Manager Assets & Property, Manager Municipal Operations, Manager Planning & Statutory Services	Where Council is the coordinating road authority

Road Management Act 2004			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
s 71(3)	Power to appoint an authorised officer	Chief Executive Officer	
s 72	Duty to issue an identity card to each authorised officer	Chief Executive Officer	
s 85	Function of receiving report from authorised officer	Director Infrastructure Services	
s 86	Duty to keep register re s 85 matters	Director Infrastructure Services	
s 87(1)	Function of receiving complaints	Director Infrastructure Services	
s 87(2)	Duty to investigate complaint and provide report	Manager Capital Works & Waste, Director Infrastructure Services, Manager Assets & Property, Manager Municipal Operations	
s 96	Power to authorise a person for the purpose of instituting legal proceedings	Chief Executive Officer	
s 112(2)	Power to recover damages in court	Chief Executive Officer	
s 116	Power to cause or carry out inspection	Manager Capital Works & Waste, Director Infrastructure Services, Manager Assets & Property, Manager Municipal Operations	
s 119(2)	Function of consulting with the Head, Transport for Victoria	Director Infrastructure Services	
s 120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)	Manager Capital Works & Waste, Director Infrastructure Services, Manager Assets & Property, Manager Municipal Operations	
s 120(2)	Duty to seek consent of the Head, Transport for Victoria to exercise road management functions before exercising power in s 120(1)	Manager Capital Works & Waste, Director Infrastructure Services, Manager Assets & Property, Manager Municipal Operations	
s 121(1)	Power to enter into an agreement in respect of works	Director Infrastructure Services	
s 122(1)	Power to charge and recover fees	Not Delegated	
s 123(1)	Power to charge for any service	Not Delegated	
sch 2 cl 2(1)	Power to make a decision in respect of controlled access roads	Manager Capital Works & Waste, Director Infrastructure Services, Manager Assets & Property, Manager Municipal Operations	
sch 2 cl 3(1)	Duty to make policy about controlled access roads	Not Delegated	

Road Management Act 2004			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
sch 2 cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads	Not Delegated	
sch 2 cl 4	Function of receiving details of proposal from the Head, Transport for Victoria	Director Infrastructure Services	
sch 2 cl 5	Duty to publish notice of declaration	Director Infrastructure Services	
sch 7 cl 7(1)	Duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	Manager Capital Works & Waste, Director Infrastructure Services, Manager Assets & Property	Where Council is the infrastructure manager or works manager
sch 7 cl 8(1)	Duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	Manager Capital Works & Waste, Director Infrastructure Services, Manager Assets & Property	Where Council is the infrastructure manager or works manager
sch 7 cla 9(1)	Duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	Manager Capital Works & Waste, Manager Assets & Property, Manager Municipal Operations	Where Council is the infrastructure manager or works manager responsible for non-road infrastructure
sch 7 cl 9(2)	Duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	Manager Capital Works & Waste, Manager Assets & Property, Manager Municipal Operations	Where Council is the infrastructure manager or works manager
sch 7 cl 10(2)	Where Sch 7 cl 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	Manager Capital Works & Waste, Manager Assets & Property, Manager Municipal Operations	Where Council is the infrastructure manager or works manager

Road Management Act 2004			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
sch 7 cl 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works	Manager Capital Works & Waste, Manager Assets & Property, Manager Municipal Operations	Where Council is the coordinating road authority
sch 7 cl 12(3)	Power to take measures to ensure reinstatement works are completed	Manager Capital Works & Waste, Manager Assets & Property, Manager Municipal Operations	Where Council is the coordinating road authority
sch 7 cl 12(4)	Duty to ensure that works are conducted by an appropriately qualified person	Manager Capital Works & Waste, Manager Assets & Property, Manager Municipal Operations	Where Council is the coordinating road authority
sch 7 cl 12(5)	Power to recover costs	Manager Capital Works & Waste, Manager Assets & Property, Manager Municipal Operations	Where Council is the coordinating road authority
sch 7 cl 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to sch 7 cl 13(2)	Manager Capital Works & Waste, Manager Assets & Property, Manager Municipal Operations	Where Council is the works manager
sch 7 cl 13(2)	Power to vary notice period	Director Infrastructure Services, Manager Assets & Property	Where Council is the coordinating road authority
sch 7 cl 13(3)	Duty to ensure works manager has complied with obligation to give notice under sch 7 cl 13(1)	Manager Assets & Property	Where Council is the infrastructure manager
sch 7 cl 16(1)	Power to consent to proposed works	Director Infrastructure Services	Where Council is the coordinating road authority

Road Management Act 2004			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
sch 7 cl 16(4)	Duty to consult	Director Infrastructure Services	Where Council is the coordinating road authority, responsible authority or infrastructure manager
sch 7 cl 16(5)	Power to consent to proposed works	Director Infrastructure Services	Where Council is the coordinating road authority
sch 7 cl 16(6)	Power to set reasonable conditions on consent	Director Infrastructure Services	Where Council is the coordinating road authority
sch 7 cl 16(8)	Power to include consents and conditions	Director Infrastructure Services	Where Council is the coordinating road authority
sch 7 cl 17(2)	Power to refuse to give consent and duty to give reasons for refusal	Director Infrastructure Services	Where Council is the coordinating road authority
sch 7 cl18(1)	Power to enter into an agreement	Director Infrastructure Services	Where Council is the coordinating road authority
sch7 cl 19(1)	Power to give notice requiring rectification of works	Director Infrastructure Services	Where Council is the coordinating road authority
sch 7 cl 19(2) & (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	Director Infrastructure Services, Manager Assets & Property, Manager Municipal Operations	Where Council is the coordinating road authority

Road Management Act 2004			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
sch 7 cl 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	Director Infrastructure Services	Where Council is the coordinating road authority
sch 7A cl 2	Power to cause street lights to be installed on roads	Manager Capital Works & Waste, Director Infrastructure Services, Manager Assets & Property, Manager Municipal Operations	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road
sch 7 cl 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road	Manager Assets & Property, Manager Municipal Operations	Where Council is the responsible road authority
sch 7A cl 3(1)(e)	Duty to pay installation and operation costs of street lighting - where road is a service road on an arterial road and adjacent areas	Manager Assets & Property, Manager Municipal Operations	Where Council is the responsible road authority
sch 7A cl (3)(1)(f)	Duty to pay installation and percentage of operation costs of street lighting - for arterial roads in accordance with cls 3(2) and 4	Manager Assets & Property, Manager Municipal Operations	Duty of Council as responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal council (re: operating costs)

Regulations

Cemeteries and Crematoria Regulations 2025			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
r 36	Duty to ensure that cemetery complies with depth of burial requirements	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
r 37	Duty to ensure that the cemetery complies with the requirements for interment in concrete-lined graves	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
r 38	Duty to ensure a mausoleum is constructed in accordance with paragraphs (a)-(d)	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
r 39(1)	Duty to ensure that remains are interred in a coffin, container or receptacle in accordance with paragraphs (a)-(c)	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
r 39(2)	Duty to ensure that coffin, container or receptacle is labelled.	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
r 39(3)	Duty to ensure that remains are interred in accordance with paragraphs (a)-(b)	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
r 40	Duty to ensure that a crypt space in a mausoleum is sealed in accordance with paragraphs (a)-(b)	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
r 43(2)	Power to inspect any coffin, container or other receptacle if satisfied of the matters in paragraphs (a) and (b)	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
r 44(2)	Power to remove any fittings on any coffin, container or other receptacle if the fittings may impede the cremation process or damage the cremator	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
r 44(3)	Duty to ensure any fittings removed of are disposed in an appropriate manner	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
r 45	Power to dispose of any metal substance or non-human substance recovered from a cremator	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	

Cemeteries and Crematoria Regulations 2025			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
r 46(2)	Power to release cremated human remains to certain persons	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	Subject to any order of a court
r 47(1)	Duty to make cremated human remains available for collection within 2 working days after the cremation	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
r 47(2)	Duty to hold cremated human remains for at least 12 months from the date of cremation	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
r 47(3)	Power to dispose of cremated human remains if no person gives a direction within 12 months of the date of cremation	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
r 47(4)	Duty to take reasonable steps to notify persons specified in r 46(2) of intention to intern or dispose of remains at expiry of 12 month period	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
r 48	Power to approve certain activities under the r 57 or 58(2) if satisfied of regulation (1)(a)-(c)	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
r 50	Duty to provide statement that alternative vendors or supplier of memorials exist	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
r 51	Power to inspect any work that is being carried out on memorials, places or internments and buildings for ceremonies	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
r 52	Power to approval the arrangement or conduct of a funeral	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
r 53(1)	Power to give written direction regarding the manner in which a funeral is to be conducted	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
r 56(1)	Power to give directions regarding the objects, things or items affixed to, or placed on or around, the places of internment and memorials	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
r 56(3)	Power to remove objects, things or items specified in (a)-(d) from a place of interment or memorial	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
r 56(4)	Duty to dispute items under r 56(3) in a manner considered appropriate	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	

Cemeteries and Crematoria Regulations 2025			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
r 57(1)	Power to approve the use of fire in a public cemetery	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
r 58(2)	Power to approve a person to drive, ride or use a vehicle on any surface other than a road, track or parking area	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
r 59	Duty to display the hours during which the public can access the cemetery	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
	Note: sch 2 contains Model Rules – only applicable if the cemetery trust has not made its own cemetery trust rules	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	
sch 2 cl 4	Power to approve the carrying out of an activity referred to in rules 5, 7 8, 9, 10, 11, 12, 13, 15, 16, 17 and 18 of sch 2	Customer Experience Coordinator, Executive Manager Customer Experience & Engagement	See note above regarding model rules

Planning and Environment Regulations 2015			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
r.6	function of receiving notice, under section 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	Director Planning & Corporate Services, Manager Planning & Statutory Services	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.
r.25(a)	Duty to make copy of matter considered under section 60(1A)(g) in accordance with the public availability requirements	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is the responsible authority
r.25(b)	Function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the document available in accordance with the public availability requirements	Director Planning & Corporate Services, Manager Planning & Statutory Services	Where Council is not the responsible authority, but the relevant land is within Council's municipal district
r.21	power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section 54 of the Act	Director Planning & Corporate Services, Manager Planning & Statutory Services	

Planning and Environment Regulations 2015			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
r.42	function of receiving notice under section 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	Director Planning & Corporate Services, Manager Planning & Statutory Services	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.

Planning and Environment (Fees) Regulations 2016			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
r 19	Power to waive or rebate a fee relating to an amendment of a planning scheme	Director Planning & Corporate Services, Manager Planning & Statutory Services	
r 20	Power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	Director Planning & Corporate Services, Manager Planning & Statutory Services	
r 21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r 19 or 20	Director Planning & Corporate Services, Manager Planning & Statutory Services	

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
r 7	Power to enter into a written agreement with a caravan park owner	Environmental Health Officer, Senior Environmental Health Officer	
r 10	Function of receiving application for registration	Environmental Health Officer, Senior Environmental Health Officer	
r 11	Function of receiving application for renewal of registration	Environmental Health Officer, Senior Environmental Health Officer	
r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	Environmental Health Officer, Senior Environmental Health Officer	
r 12(1)	Power to refuse to grant the registration if not satisfied that the caravan park complies with these regulations	Environmental Health Officer, Senior Environmental Health Officer	
r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations	Environmental Health Officer, Senior Environmental Health Officer	
r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	Environmental Health Officer, Senior Environmental Health Officer	
r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration	Environmental Health Officer, Senior Environmental Health Officer	
r 12(4) & (5)	Duty to issue certificate of registration	Environmental Health Officer, Senior Environmental Health Officer	
r 14(1)	Function of receiving notice of transfer of ownership.	Environmental Health Officer, Senior Environmental Health Officer	
r 14(3)	Power to determine where notice of transfer is displayed	Environmental Health Officer, Senior Environmental Health Officer	
r 15(1)	Duty to transfer registration to new caravan park owner	Environmental Health Officer, Senior Environmental Health Officer	
r 15(2)	Duty to issue a certificate of transfer of registration	Environmental Health Officer, Senior Environmental Health Officer	
r 15(3)	Power to determine where certificate of transfer of registration is displayed	Environmental Health Officer, Senior Environmental Health Officer	

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration	Environmental Health Officer, Senior Environmental Health Officer	
r 17	Duty to keep register of caravan parks	Environmental Health Officer, Senior Environmental Health Officer	
r 21(1)	Duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner	Environmental Health Officer, Senior Environmental Health Officer	
r 21(2)	Duty to consult with relevant emergency services agencies	Environmental Health Officer, Senior Environmental Health Officer	
r 22	Power to determine places in which caravan park owner must display a copy of emergency procedures	Environmental Health Officer, Senior Environmental Health Officer	
r 23	Power to determine places in which caravan park owner must display copy of public emergency warnings	Environmental Health Officer, Senior Environmental Health Officer	
r 24(2)	Power to consult with relevant floodplain management authority	Environmental Health Officer, Senior Environmental Health Officer	
r 26(b)(i)	Power to approve system for the discharge of sewage and wastewater from a movable dwelling	Environmental Health Officer, Senior Environmental Health Officer	
r 38	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	Environmental Health Officer, Senior Environmental Health Officer	
r 38(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	Environmental Health Officer, Senior Environmental Health Officer	
r 39(3)	Function of receiving installation certificate	Environmental Health Officer, Senior Environmental Health Officer	
r 45(3)	Power to determine places in which caravan park owner must display name and telephone number of an emergency contact person	Environmental Health Officer, Senior Environmental Health Officer	

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
r 45(5)	Power to determine places in which caravan park owner must display the certificate of registration or certificate of renewal of registration, the plan of the caravan park and a copy of the caravan park rules	Environmental Health Officer, Senior Environmental Health Officer	

Road Management (General) Regulations 2016			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
r 8(1)	Duty to conduct reviews of road management plan	Manager Assets & Property	
r 9(2)	Duty to produce written report of review of road management plan and make report available	Manager Assets & Property	
r 9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	Manager Assets & Property	Where Council is the coordinating road authority
r.10	Duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under s 41 of the Act	Manager Assets & Property	
r 13(1)	Duty to publish notice of amendments to road management plan	Manager Assets & Property	where Council is the coordinating road authority
r 13(3)	Duty to record on road management plan the substance and date of effect of amendment	Manager Assets & Property	
r 16(3)	Power to issue permit	Director Infrastructure Services	Where Council is the coordinating road authority

Road Management (General) Regulations 2016			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
r 18(1)	Power to give written consent re damage to road	Director Infrastructure Services	Where Council is the coordinating road authority
r 23(2)	Power to make submission to Tribunal	Director Infrastructure Services	Where Council is the coordinating road authority
r 23(4)	Power to charge a fee for application under s 66(1) Road Management Act	Manager Assets & Property	Where Council is the coordinating road authority
r 25(1)	Power to remove objects, refuse, rubbish or other material deposited or left on road	Director Infrastructure Services	Where Council is the coordinating road authority
r 25(2)	Power to sell or dispose of things removed from road or part of road (after first complying with regulation 25(3)	Director Infrastructure Services	Where Council is the coordinating road authority
r 25(5)	Power to recover in the Magistrates' Court, expenses from person responsible	Director Infrastructure Services	

Road Management (Works and Infrastructure) Regulations 2015			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
r 15	Power to exempt a person from requirement under cl 13(1) of sch 7 of the Act to give notice as to the completion of those works	Director Infrastructure Services	Where Council is the coordinating road authority and where consent given under s 63(1) of the Act

Road Management (Works and Infrastructure) Regulations 2015			
Provision	**Item Delegated**	**Delegate**	**Conditions & Limitations**
r 22(2)	Power to waive whole or part of fee in certain circumstances	Director Infrastructure Services	Where Council is the coordinating road authority

15.4 ADVISORY COMMITTEE MINUTES

Debra Fankhauser - Executive Manager People & Governance
Office of the CEO

For Decision

RECOMMENDATION

That Council accepts the attached unconfirmed meeting minutes for the following Advisory Committees and endorses the officer recommended actions:

1. Finance Advisory Committee; and
2. Indigo Shire Cultural Heritage Advisory Committee.

PURPOSE OF REPORT

The report provides the minutes, recommendations and accompanying officer comments from Council's advisory committees for Council noting and endorsement of Management Recommended Actions.

BACKGROUND

Council currently has seven advisory committees. The role of an advisory committee is to provide information and advice on issues relating to the committee's specific area of expertise (i.e., the Environment Committee provides advice on environmental issues).

Each advisory committee meets regularly (the frequency of which depends on the committee) and records minutes and resolutions for Council decision. Each resolution reported to this month's meeting is highlighted in the table below and has an accompanying officer comment.

DISCUSSION

COMMITTEE	DATE OF MEETING	RECOMMENDATION	MANAGEMENT RECOMMENDED ACTION
Finance Committee	22 September 2026	That Council accepts the August 2026 Finance Report noting the progress against Council's budget.	This report was presented to Council at the 29 September 2026 Council Meeting. No further action required.
Indigo Shire Cultural Heritage Advisory Committee	4 September 2026	nil	

OPTIONS

The recommended action is to receive the attached minutes and endorse any accompanying management recommended actions.

STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	5. Accountability
Strategic Objective	5.5 Our Councillors and organisation are committed to the highest level of governance practices and conduct.
Strategic Action	N/A

The provision of advisory committee minutes and resolutions to Council at the monthly meeting ensures that Council considers the advice of the committees. This allows transparent decision-making and highest level of governance practices and conduct.

SOCIAL/COMMUNITY IMPLICATIONS

The community are assured that Council committees are operating in alignment with their Terms of References by viewing Committee minutes.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications with this report.

FINANCIAL IMPLICATIONS

There are no financial implications with this report.

LEGISLATIVE IMPLICATIONS

Council's advisory committees are established by Council but do not have any delegated decision-making powers. Instead, they work under terms of reference and provide advice to Council. The advice occurs in a variety of forms, including advice to relevant Council departments, as well as advice contained within resolutions that are reported to Council.

Some advisory committee meetings are open to the public and some are closed, however all minutes are reported to Council (apart from the Audit & Risk Committee - these meetings are held 'in camera' and the minutes are not available to the public – reporting to Council occurs as per the requirements under the Local Government Act 2020).

RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Current Risk Rating	Controls
That advisory committee minutes and recommendations are not duly reported to Council, and the utility and confidence of the committees are undermined.	Unlikely	Insignificant	Low	Governance team follow up with officer secretariats to ensure that all meetings are reported to Council as soon as practicable.

CONCLUSION

The advisory committee minutes included in this report are presented to Council for noting.

DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Debra Fankhauser - Executive Manager People & Governance
- Annabel Harding - Governance Coordinator
- Candice Mountney-Howe - Governance Officer

Attachments

1. Minutes - Finance Advisory Committee - 22 September 2026 [**15.4.1** - 14 pages]
2. Cultural Heritage Advisory Committee - Minutes 04.09.26 [**15.4.2** - 3 pages]

FINANCE ADVISORY COMMITTEE MINUTES - 22 SEPTEMBER 2026

Community Vision:

By 2035, Indigo Shire will be home to strong, resilient communities that embrace sustainable practices, foster meaningful connections, and honour our rich heritage. Residents across all ages and life stages will experience a deep sense of belonging through balanced growth, responsible environmental stewardship, improved infrastructure and enhanced wellbeing.

HELD:	Tuesday 22 September 2026 at 12:55 pm
LOCATION:	Council Chambers, 2 Kurrajong Way, Beechworth or via TEAMS

ATTENDEES	**NAME**	**TITLE**
	Cr Sophie Price	Mayor
	Cr Jane Dowsley	Deputy Mayor
	Cr Greg Bourke	Councillor
	Cr John Harvey	Councillor
	Cr Roberta Horne	Councillor
	Cr Scott Landells	Councillor
	Cr Diane Shepheard	Councillor
	Greg Pinkerton	Acting Chief Executive Officer
	Phil Garoni	Manager Finance
	Carolyn Lingham	Executive Assistant Planning and Corporate Services
APOLOGIES:	Trevor Ierino	Chief Executive Officer
	Tim Cover	Acting Director Planning & Corporate Services

FINANCE ADVISORY COMMITTEE MINUTES - 22 SEPTEMBER 2026

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FINANCE ADVISORY COMMITTEE MINUTES - 22 SEPTEMBER 2026

1 WELCOME

2 APOLOGIES AND LEAVE OF ABSENCE

Trevor Ierino	Chief Executive Officer
Tim Cover	Acting Director Planning & Corporate Services

3 DECLARATION OF CONFLICT OF INTEREST

Nil conflicts declared

4 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil business arising

5 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING(S)

RESOLUTION

That the Minutes of the Finance Committee Meeting held on **18 August 2026,** as circulated prior to this meeting, be confirmed.

Moved: Cr Shepheard
Seconded: Cr Dowsley
For: Cr Bourke, Cr Harvey, Cr Horne, Cr Landells and Cr Price
Against: Nil

CARRIED

6 REVIEW OF COMMITTEE ACTIONS LIST

- The updated Finance Advisory Committee Actions List will be circulated prior to this meeting.

ACTION – Follow up action 10 with Director Infrastructure Services – GP/PG

FINANCE ADVISORY COMMITTEE MINUTES - 22 SEPTEMBER 2026

7 ITEMS OF BUSINESS FOR DECISION

7.1 AUGUST 2026 FINANCE REPORT

Phil Garoni - Finance Manager
Planning and Corporate Services

For Decision

RECOMMENDATION

That Council accepts the August 2026 Finance Report noting the progress against Council's budget.

Moved: Cr Dowsley
Seconded: Cr Landells
For: Cr Bourke, Cr Harvey, Cr Horne, Cr Price and Cr Shepheard
Against: Nil

CARRIED

DISCUSSION

- Dispute re Buller gas invoicing – currently querying why there has been a change in pricing from LG Gas. No payment will be made until pricing is sorted.
- Paragraph in Finance Report referring to EOFY information will be removed as the EOFY information is not yet available.
- Interest income variance in budget - interest coming to ISC from investments and rates debtors.

PURPOSE OF REPORT

The purpose of this report is to inform Council of the financial position for the 2026/27 financial year to 31 August 2026.

BACKGROUND

Each month Council reports the year to date (YTD) financial result. The year-to-date figures contained within this report and attachments compare the August result against the YTD adopted budget.

DISCUSSION

The income statement shows that Council is $1.016m favourable on a year-to-date basis compared to the 2026/27 adopted budget. This is mainly due to query on charges within the Buller Gas area.

YTD Financial Position

This monthly report for the 2026/27 financial year provides Council with the following reports and its financial position as at 31st August 2026 including comparison to 2026/27 adopted budget with regards to:

- Income Statement
- Treasury (cash management)
- Borrowings Table
- Capital Works

FINANCE ADVISORY COMMITTEE MINUTES - 22 SEPTEMBER 2026

August 2026 Income Statement

Account Group	YTD actuals	YTD Budget	YTD Variance $	YTD Variance %	2026/27 Annual Budget	YTD Actual Aug 25
Income						
Contributions - Developer	27,500	3,998	23,502	588%	104,000	72,500
Contributions - Operating	30,864	16,012	14,852	93%	36,077	1,028
Operating Grants	650,770	612,028	38,742	6%	7,761,503	2,601,979
Interest Income	89,645	39,470	50,175	127%	368,865	38,227
Other Revenue	366,457	446,340	(79,883)	(18%)	2,987,952	378,284
Rates & charges	22,001,469	21,937,459	64,010	0%	22,037,459	20,984,906
Reimbursements	41,476	9,076	32,400	357%	131,480	57,571
Statutory Fees & Fines	132,050	148,959	(16,909)	(11%)	1,354,547	156,560
User Charges	1,774,781	1,765,215	9,566	1%	4,524,202	1,708,156
Total Income	**25,115,012**	**24,978,557**	**136,455**	**1%**	**39,306,085**	**25,999,211**
Expense						
Borrowing Costs	11,398	33,351	21,953	66%	298,879	13,850
Contract Payments	842,642	933,962	91,320	10%	7,992,444	1,091,685
Depreciation	0	0	0	(100%)	9,762,303	1,522,552
Employee Costs	2,797,017	2,790,638	(6,379)	(0%)	16,903,355	2,690,470
Materials & Consumables	1,835,854	2,654,276	818,422	31%	6,296,052	2,061,099
Other Expenses	858,946	817,082	(41,864)	(5%)	3,465,095	812,007
Utilities	60,231	56,331	(3,900)	(7%)	590,205	70,766
Total Expense	**6,406,088**	**7,285,640**	**879,552**	**12%**	**45,308,333**	**8,262,431**
Surplus / (Deficit)*	**18,708,924**	**17,692,917**	**1,016,007**	**6%**	**(6,002,248)**	**17,736,780**

* For both actual and budget a positive net result means a favourable contribution to Council, which is referred to as a Surplus and a negative net result means a unfavourable contribution to Council, which is referred to as a Deficit.

(Red variance) is unfavourable
Black variance is favourable

Income

Interest Income

YTD favourable variance of **$50k** is higher than expected interest received on investment and rates.

Other Revenue

YTD unfavourable variance of **($79.8k)** is mainly related to usage of internal fleet being lower than expected.

Rates and Charges

YTD favourable **$64k** due to supplementary rates processed.

Expenditure

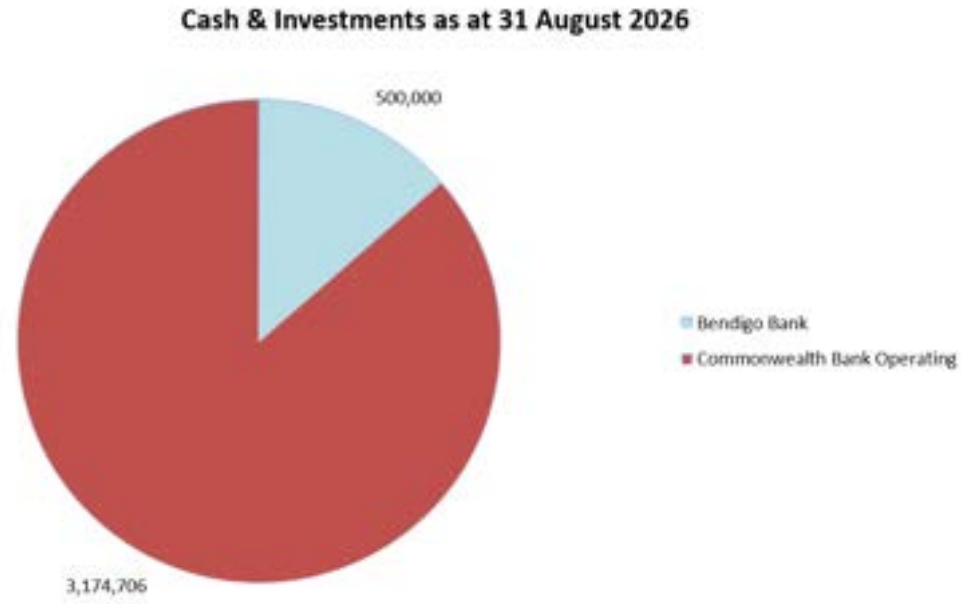
Contract Payments

YTD favourable variance of **$91k** is mainly across the following areas:

- $51.8k relating to building and property maintenance
- $40k within waste management.

Materials and Consumables
YTD favourable variance of **$818k** is all within Buller Gas area due query on gas unit price charged because of the continued charging of fuel levy relating to the Middle East situation.

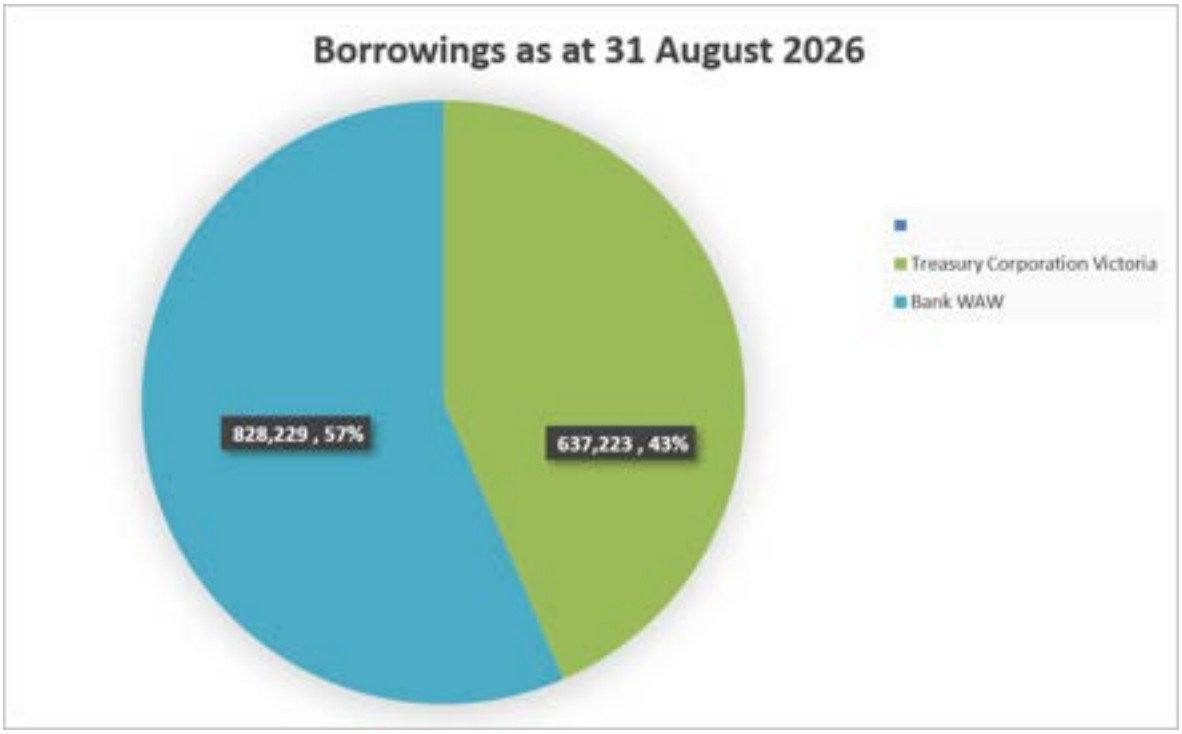
Treasury
Cash Position
Council's Cash position at the end of August was $3.67 million. Compared to the same time last year's position of $3.8 million.



Borrowings
Below is a summary of all Council's borrowings. The table shows original loans borrowed, term of loans, rates and maturity with outstanding balances at the end of August 2026 of $1,465,452.

Indigo Shire Council - Borrowing Report as at 31 August 2026

Bank	Term - Years	Rate %	Date of Maturity	Original loan amount		Balance owed
TCV	10	4.15	1/06/2032	1,000,000		637,223
Bank WAW	10	2.08	27/06/2034	1,000,000		828,229
Total of All Borrowings				**2,000,000**		**1,465,452**



Capital Works

The combined YTD project expenditure as at the end of August, across both the Capital Works and Non ISC projects were $1,713,888. This total is comprised of $1,634,940 in capital projects and $78,948 against Non ISC assets. This represents 12.5% of the capital works adopted budget program.

Summary Capital Works Year to date Income & Expenditure
As at 31 August 2026

	Income	Expenditure	Annual Budget Net 2026-2027
Property			
Land	-	-	-
Land improvements	-	-	20,000
Total land	**-**	**-**	**20,000**
Buildings	30,623	216,768	650,551
Heritage buildings	-	-	425,341
Total buildings	**30,623**	**216,768**	**1,075,892**
Total property	**30,623**	**216,768**	**1,095,892**
Plant and equipment			
Plant, machinery and equipment and fleet	56,890	954,415	1,621,237
Fixtures, fittings and furniture	-	4,358	7,453
Computers and telecommunications	-	132,182	637,520
Library books	34	8,178	11,000
Total plant and equipment	**56,924**	**1,099,133**	**2,277,210**
Infrastructure			
Roads	489,000	77,914	842,875
Bridges	-	4,356	312,898
Footpaths and cycleways	-	100,150	219,671
Drainage	-	119,036	452,473
Recreational, leisure and community facilities	36,000	10,735	2,973,709
Parks, open space and streetscapes	-	6,848	150,869
Total infrastructure	**525,000**	**319,039**	**4,952,495**
Total Capital Works	**612,547**	**1,634,940**	**8,325,597**

Summary NON ISC Year to date Income & Expenditure
As at 31 August 2026

	Income	Expenditure	Annual Budget Net 2026-2027
Chiltern Recreation Reserve	-	4,152	71,844
Barkly Park Upgrade Female Change Room	-	9,335	810,609
Barnawartha Recreation Reserve Lighting Upgrade	427	-	77,692
Butson Park Yack Changerooms	-	20,120	150,000
Wahgunyah Recreation Reserve - Lighting Upgrade	-	40,093	72,146
Kiewa Cricket Nets & Oval Irrigaiton	-	3,050	2,470
Tangam Tennis Court Upgrade	-	342	
Barnawartha Rec Res - Playground	-	639	
Wahgunyah Railway Reserve	-	1,218	
Baarmutha Park Cricket Nets	10,000		
Total Projects	**10,427**	**78,948**	**1,184,761**
Total NON ISC Owned Assets	**10,427**	**78,948**	**1,184,761**

*** The above statement of Capital Works & NON ISC Owned Assets should be read in conjunction with the Capital Works Monitor***

FINANCE ADVISORY COMMITTEE MINUTES - 22 SEPTEMBER 2026

30 June 2026 Financial Position

Attached is the income and service plan statement for 30 June 2026. As the end of financial year audit is yet to be conducted and finalised. There will be the possibility these figures may change. In addition, noting the financial reporting for Council is at the management level whereas the end of financial year statements is at statutory level.

STRATEGIC CONTEXT

COUNCIL PLAN 2025 – 2029	
Theme	4. Governance and Financial Sustainability
Strategic Objective	4.1 Financial sustainability and strategic resource management - Ensure Council's long-term financial viability through prudent asset management, collaborative service delivery, and proactive planning that balances current needs with future sustainability.

SOCIAL/COMMUNITY IMPLICATIONS

This report provides details of Council's performance across a range of services, works and programs that support and enhance the wellbeing of residents and visitors to Indigo Shire.

ENVIRONMENTAL IMPLICATIONS

In May 2017 Council adopted the following resolution.

That Council:

1. divests its investments (when they become due) to financial institutions that do not invest in the fossil fuel industry.

2. divests future long-term borrowings when they fall due, to financial institutions that do not invest in the fossil fuel industry.

3. notes that Council will retain the current (non-divested) transactional banking provider at this time, however Council will advise this bank the intention to move to a divested provider in the future if they continue to support the fossil fuel industry; and

4. writes to Council's current banking providers to advise them of Council's stance on fossil-free financial institutions

In accordance with this resolution:

- All investments are held with financial institutions that have divested their interests away from fossil fuel companies.
- Transactional banking has not been reassessed since the resolution and remains with a non-divested bank.

FINANCIAL IMPLICATIONS

Addressed throughout the report.

LEGISLATIVE IMPLICATIONS

The Local Government Act requires Council to report financial information quarterly. Indigo Shire Council report financials monthly, as well as a more comprehensive Report at completion of each quarter.

All financial reporting is compliant with the Australian Accounting Standards and audited annually by the Victorian Auditor General Office.

FINANCE ADVISORY COMMITTEE MINUTES - 22 SEPTEMBER 2026

RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Current Risk Rating	Controls
Poor performance against budget	Possible	Moderate	Medium	Regular monitoring and reporting of financial position

COMMUNITY ENGAGEMENT

Engagement undertaken

Nil

Engagement outcomes

Nil

Engagement proposed

Each month Council reports on financial performance in the public Council Meeting. This is part of the annual performance planning and reporting cycle that also includes annual budgets (operating and capital), monthly reports, and annual financial and performance reporting.

CONCLUSION

In summary, this is the start of the new financial year showing a favorable result compared with Council's YTD budget.

Expectation is the under expenditure will reduce in the coming months and align to the adopted budget.

DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Greg Pinkerton - Acting Chief Executive Officer
- Phil Garoni - Finance Manager

Attachments

1. Monthly Service Plan Statement - Aug 26-27 [**7.1.1** - 1 page]

FINANCE ADVISORY COMMITTEE MINUTES - 22 SEPTEMBER 2026

8 ITEMS OF BUSINESS FOR INFORMATION

8.1 END OF FINANCIAL YEAR UPDATE

Phil Garoni – Manager Finance
Planning and Corporate Services

For Information

INFORMATION

Verbal update on end of financial year progress by Phil Garoni, Manager Finance.

Discussion

- Transitioning to two new finance systems created time issues this year, along with training of two new staff members. All Finance staff have taken on bigger workloads to get through this period.

Attachments
Nil

FINANCE ADVISORY COMMITTEE MINUTES - 22 SEPTEMBER 2026

9 ITEMS OF BUSINESS FOR DISCUSSION

9.1 MONTHLY RATES DEBT REPORT - SEPTEMBER

Phil Garoni – Manager Finance
Planning and Corporate Services

For Discussion

Discussion

- Data provided was set out by an AI agent – feedback re the setup/information is invited.
- Between I% and 3% of rates should be all that is outstanding.
- The average ISC rate sits around $1500
- Debt collection and property sales – Rates debt over $10,0000.
- An Indigo Shire property that no longer has an owner is one of the properties amongst the over $5000 in debt properties.
- Our $5000 procedure is the same as Towong – ISC will eventually go lower once we get the current debt under control.
    - ISC leaves debt collection until the middle of the year
    - Towong has said that they can chase overdue debts $1000 and over for ISC, but the service will cost more.
- For debt amount over $5000 ensure that it is not public housing, etc. and that there is a solid process for selling land.
- Committee would like more information on the 712 properties owing over $5000 - what is the breakdown of people on payment plans versus those refusing/unable to pay?
    - Some additional clarity is available; however payment plans cannot be identified as part of this dataset.
- Rental liens can be initiated for rental properties
- Rates payment apps – benefits versus drawbacks
- What is the desired rates debt? At what dollar level do we want to send debts to collection? Huge resource strain to prepare information for processing and not prepared to spend $10-20k. Want to get the first $5000 and over group completed, then reassess the next level.
- Capture what is required by the Committee in future Rates reports. Payment plan amounts cannot be removed from the total debt automatically. It would be a lengthy manual adjustment.
- Government legislation, lifted 1 year back, was main impetus for rates debt levels getting to where they are.
- Committee to email through any further comments they may have about Rates reporting.

FINANCE ADVISORY COMMITTEE MINUTES - 22 SEPTEMBER 2026

DESCRIPTION

Attached is the monthly rates debt report for info. A notable change is the slightly larger than normal drop in the rates debtors last month. Because this is a single month anomaly, combined with the timing of this result, this is not being treated as a change of tracking yet. Council continues to work hard on rates debt and pursue rates though both council staff and debt collection.

In addition, at the last Finance Committee meeting a question was taken on notice regarding the rates debt procedure that is used. Because council's rates service is delivered though a shared service with Towong Shire it was agreed that Indigo would align our procedure to the Towong Shire Council procedure (known as a "Policy" in their document structure). A copy of this document will be circulated to Councillors separately for information. This is quite an operational procedure but provided for information. It works alongside our own hardship policy as well as the contract with a debt collection agency.

DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Greg Pinkerton - Acting Chief Executive Officer
- Phil Garoni – Manager Finance

Attachments

1. Rates Debt Report - August 2026 [**9.1.1** - 6 pages]

FINANCE ADVISORY COMMITTEE MINUTES - 22 SEPTEMBER 2026

10 GENERAL BUSINESS

10.1 ASSETS & PROPERTY

- Email from Greg Pinkerton in January re property sales and review of assets.
- Potentially 17 parcels of land that are not being used.
    - Could we review what ISC owns for potential sale?
    - Could be an action coming out of FSS.
    - There are restrictions with some parcels.
- **Chiltern land** – what is the next step to move this on?
- **Briefing on Chiltern land requested** - to enable an informed decision before next budget.
    - Where it is up to and the cost to fund the next bit of critical work to get to the original outcome or just sell land sooner rather than later? Discuss and confirm intentions.
    - .

10.2 BUDGET FIGURES

- Total employees cost $16.9 million – is that right? Yes, 45% of rates. Benchmarking these figures against similar Councils can be organised if required.

11 MEETING CLOSURE

Meeting closed: **2:03pm**

Next Scheduled Meeting: **20 October 2026**

MINUTES - ADVISORY COMMITTEE

Cultural Heritage Advisory Committee Meeting

Our Vision:
By 2025, Indigo Shire will be home to strong, resilient communities that embrace sustainable practices, foster meaningful connections, and honour our rich heritage. Residents across all ages and life stages will experience a deep; sense of belonging through balanced growth, responsible environmental stewardship, improved infrastructure and enhanced wellbeing.

HELD:	Friday 4 September 2026, 10:00am-11:30am
LOCATION:	Online via Teams
OPEN TO PUBLIC:	Yes
CHAIR:	Cr Jane Dowsley

ATTENDEES:	Dr Robin Hirst PSM	Committee Member
	Simone Nolan	Committee Member
	Roger Beeston	Committee Member
	Dr Ashley Robertson	Committee Member
	Assoc. Prof. Bruce Pennay	Committee Member
	Cr Jane Dowsley	Council Representative
	Jen Allan	Acting Committee Secretary
	Isa Menzies	Staff Representative
NUMBER OF PUBLIC ATTENDEES:	1	

1. **APPOINTMENT OF CHAIR**
   Cr Jane Dowsley only councillor representative present.

2. **ACKNOWLEDGEMENT OF COUNTRY FROM CHAIR**
   Cr Jane Dowsley

3. **DECLARATION OF CONFLICT OF INTEREST**
   Nil

4. **APOLOGIES**
   Deborah Kemp
   Cr D Shepheard
   Cr J Harvey
   Molly Culbertson
   Susannah Doyle/Paige Campbell (Acting Manager Tourism)

INTERNAL2026/31691

MINUTES - ADVISORY COMMITTEE

5. CONFIRMATION OF MINUTES FROM LAST MEETING

Approval of minutes and confirmation Committee Secretary deleted recording of previous meeting.
Move: B Pennay
Second: A Robertson

6. BUSINESS FROM LAST MEETING

M Culbertson to connect the Australian Centre for Rare Arts and Forgotten Trades.

- MC on leave - item added to be added to next meeting agenda.

Invitation to be extended when both Jayme Collins and Greg Owens are available.

- Neither available for this meeting.

Committee members to provide any recommendations for organisations for the Heritage Management Plan work. SD to ensure any recommended organisations are made aware of the procurement process and to ensure the right expertise is on the evaluation panel for the HMP project.

- No recommendations received to date from members, reminder to send through any suggestions.

SD to organise a tour for councillors with Deb Kemp as per the one provided to the Heritage Council

- Tour scheduled for 29 September 2.45pm-3.45pm, all welcome.

Cr Shepheard to forward the recent media release regarding Tommy McRae's induction into the Victorian History Hall of Fame for more information.

- Media release circulated and received.

A Roberston will forward further information to J Allan and S Doyle regarding AMaGA Victoria Sector Census.

- Information forwarded and census completed.

7. USABLE HERITAGE COLLECTION POLICY

IM provided an overview of the draft policy to create a new collection category, to ensure the tracking and care of heritage items that are best interpreted through the continuation of their historic use. The goal is to put in place some governance, without the rigor of a full preservation collection policy. Group discussion and clarifications of contents followed.

Action: All to review and send feedback via email to IM
Action: RH to contact IM for a phone conversation to clarify some concerns raised
Action: Item to be included on the agenda for the next meeting.

8. HERITAGE MANAGEMENT PLAN UPDATE

JA provided update the Heritage Management Plan project inception meetings have been held and tender briefs drafted. Tender EOI is expected to market by mid-September with a closing date of 9 October. Tender panel to be convened and successful consultant appointed by end of October.

9. OTHER BUSINESS

- IM requested consideration for a change to the meeting day of the week as Friday is not a regular working day for her. Committee were happy to move the meetings to Thursdays commencing next meeting.

INTERNAL2026/31691

- IM provided an update to the commencement date of works to the Burke Museum roof, now anticipated for late September.

10. RECOMMENDATIONS TO COUNCIL

- Nil

Meeting Concluded: **10:52am**

Next Meeting: **10.00am, THURSDAY 3 DECEMBER 2026**

Informal meeting of Councillors (required for meetings that are closed to the public and have at least one Councillor in attendance) – Content Manager Reference

SUMMARY OF RESOLUTIONS

Resolution	Moved	Seconded

INTERNAL2026/31691

15.5 INFORMAL MEETINGS OF COUNCILLORS RECORDS

Debra Fankhauser - Executive Manager People & Governance
Office of the CEO

For Decision

RECOMMENDATION

That Council accepts the attached Informal Meetings of Councillors records.

This report tables the Informal Meetings of Councillors as required under Council's governance rules. Informal Meetings of Councillors Records are only required for meetings that are closed to the public.

PURPOSE OF REPORT

The report presents Informal Meetings of Councillors records to Council for recording in the minutes in accordance with Governance Rule 72(b)(iii).

BACKGROUND

Governance Rule 70 defines an Informal Meeting of Councillors as:

1. a meeting of an advisory committee of Council, if at least one Councillor is present, or
2. a planned or scheduled meeting of at least half the Councillors and one member of Council staff which considers matters that are intended or likely to be:
    a. the subject of a decision of the Council; or
    b. subject to the exercise of a function, duty or power of the Council that has been delegated to a person or a committee.

The Governance Rules specifically excludes the following meetings:

- Council Meetings
- Delegated Committee Meetings
- Community Asset Committee Meetings

Informal meetings of Councillors do not include meetings which are open to the public.

DISCUSSION

Under Governance Rule 72(b)(iii), the CEO is required to provide a summary of matters discussed at Informal Meetings of Councillors, which is to be tabled at the next Scheduled Council meeting and is to be recorded in the minutes.

The attached Informal Meetings of Councillors records are presented to Council for acceptance as summarised in the following table.

MEETING	DATE
Council Briefing	15 September 2026
Council Briefing	22 September 2026
Finance Committee	22 September 2026
Council Briefing	29 September 2026

NOTE:
The timing of the agenda distribution will sometimes make it difficult to provide a complete month. Please note that any items not included will carry forward to the following month.

STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	5. Accountability
Strategic Objective	5.5 Our Councillors and organisation are committed to the highest level of governance practices and conduct.
Strategic Action	N/A

An Informal Meeting of Councillors record is a mechanism for Councillors and officers to openly declare and report any conflicts that may have arisen during a defined informal meeting of Councillors. This demonstrates to Council and the community that the meetings are conducted with transparency and good governance.

FINANCIAL IMPLICATIONS

There are no financial implications with this report.

LEGISLATIVE IMPLICATIONS

Informal Meetings of Councillors are dealt with under the Governance Rules.

RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Current Risk Rating	Controls
That a defined Informal Meeting of Councillors is not reported to Council, and public confidence in transparency is undermined.	Likely	Insignificant	Medium	Regular reminders to officers about the requirement to report defined meetings. Follow up of missing records for known meetings.

CONCLUSION

The Informal Meetings of Councillors records attached to this report are a true and accurate record of all defined meetings reported since the last report to Council.

DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Debra Fankhauser - Executive Manager People & Governance
- Annabel Harding - Governance Coordinator
- Candice Mountney-Howe - Governance Officer

Attachments

1. Informal Meeting of Councillors Record - Council Briefing - 15 September 2026 [**15.5.1** - 2 pages]
2. Informal Meeting of Councillors Record - Council Briefing - 22 September 2026 [**15.5.2** - 2 pages]
3. Informal Meeting of Councillors - Finance Advisory Committee - 22 September 2026 [**15.5.3** - 2 pages]
4. Informal Meeting of Councillors Record - Council Briefing - 29 September 2026 [**15.5.4** - 2 pages]

INFORMAL MEETING OF COUNCILLORS RECORD

At the commencement of an applicable meeting, Council staff are required to identify that this is an Informal Meeting of Councillors as defined in Council's Governance Rules, and call for any Conflicts of Interest (Sections 126 - 131 *Local Government Act 2020*).

For additional information please refer to TRIM reference: INTERNAL20/7700

NOTE:

This Form MUST :

a) **be completed by the attending Council Officer**

b) **TRIMmed to INFORMATION MANAGEMENT – Registers – Informal Meeting of Councillors (relevant year)**

c) **completed record forwarded to the Governance Officer for inclusion in the next Meeting of Council and incorporated in the minutes.**

MEETING DETAILS:

Meeting	Council Briefing
Date:	Tuesday 15 September 2026
Time:	9.00am
Meeting Location:	Beechworth Council Chambers

IN ATTENDANCE: (circle/delete as appropriate)

Councillors:	Cr Sophie Price	Mayor
	Cr Jane Dowsley	Deputy Mayor
	Cr Greg Bourke	Councillor
	Cr John Harvey	Councillor
	Cr Roberta Horne	Councillor
	Cr Scott Landells	Councillor
	Cr Diane Shepheard	Councillor
Officers:	Greg Pinkerton	Acting Chief Executive Officer

Nathan Mullane	Acting Director Infrastructure Services
Sally Rice	Director Community and Economic Development
Mel Collis	Executive Manager Customer Experience & Engagement
Deb Fankhauser	Executive Manager People & Governance
Isla Fitridge	Coordinator Environment & Sustainability
Annabel Harding	Governance Coordinator

MATTER/S DISCUSSED/CONSIDERED AT THE MEETING:
(Note: Conflicts of Interest must be disclosed and the person leave the assembly before discussion of the conflict matter (Sections 126 – 131 of the *Local Government Act 2020*))

4.1 Pre-agenda Discussion

4.2 Organisational Reconciliation Updates and Training

4.3 Draft Social Media Policy 2026

4.4 Building Colours in Rural Areas

4.5 Councillor Professional Development Training Program -Year 2 Update

4.6 Financial Sustainability Strategy

Councillor	**Time of departure**	**Time of re-entry**
nil		
Officer	**Time of departure**	**Time of re-entry**
nil		

Record Author: **Annabel Harding – Governance Coordinator**

INFORMAL MEETING OF COUNCILLORS RECORD

At the commencement of an applicable meeting, Council staff are required to identify that this is an Informal Meeting of Councillors as defined in Council's Governance Rules, and call for any Conflicts of Interest (Sections 126 - 131 *Local Government Act 2020*).

For additional information please refer to TRIM reference: INTERNAL20/7700

NOTE:

This Form MUST :

a) **be completed by the attending Council Officer**

b) **TRIMmed to INFORMATION MANAGEMENT – Registers – Informal Meeting of Councillors (relevant year)**

c) **completed record forwarded to the Governance Officer for inclusion in the next Meeting of Council and incorporated in the minutes.**

MEETING DETAILS:

Meeting	Council Briefing
Date:	Tuesday 22 September 2026
Time:	9.00am
Meeting Location:	Beechworth Council Chambers

IN ATTENDANCE: (circle/delete as appropriate)

Councillors:	Cr Sophie Price	Mayor
	Cr Jane Dowsley	Deputy Mayor
	Cr Greg Bourke	Councillor
	Cr John Harvey	Councillor
	Cr Roberta Horne	Councillor
	Cr Scott Landells	Councillor
	Cr Diane Shepheard	Councillor
Officers:	Greg Pinkerton	Acting Chief Executive Officer

Ian Ellett	Director Infrastructure Services
Sally Rice	Director Community and Economic Development
Mel Collis	Executive Manager Customer Experience & Engagement
Deb Fankhauser	Executive Manager People & Governance
Isla Fitridge	Coordinator Environment & Sustainability
Annabel Harding	Governance Coordinator

MATTER/S DISCUSSED/CONSIDERED AT THE MEETING:
(Note: Conflicts of Interest must be disclosed and the person leave the assembly before discussion of the conflict matter (Sections 126 – 131 of the *Local Government Act 2020*))

4.1 Pre-agenda Discussion
4.2 Financial Sustainability Strategy - RFQ
4.3 Planning Update
4.4 Capital Works Report - August 2026
4.5 September Council Meeting Agenda Review

Councillor	**Time of departure**	**Time of re-entry**
Cr Price	10.54am	10.56am
Cr Shepheard	11.15am	11.26am
Cr Price	11.36am	12.05pm
Officer	**Time of departure**	**Time of re-entry**
nil		

Record Author: **Annabel Harding – Governance Coordinator**

INFORMAL MEETING OF COUNCILLORS RECORD

At the commencement of an applicable meeting, Council staff are required to identify that this is an Informal Meeting of Councillors as defined in Council's Governance Rules, and call for any Conflicts of Interest (Sections 126 - 131 *Local Government Act 2020*).

For additional information please refer to TRIM reference: INTERNAL26/7293

NOTE:

This Form MUST :

a) **be completed by the attending Council Officer**

b) **TRIMmed to INFORMATION MANAGEMENT – Registers – Informal Meeting of Councillors (relevant year)**

c) **completed record forwarded to the Governance Officer for inclusion in the next Meeting of Council and incorporated in the minutes.**

MEETING DETAILS:

Meeting Finance Advisory Committee

Date:

Time:

Meeting Location: Beechworth Council Chamber & TEAMS

IN ATTENDANCE: (circle / delete as appropriate)

	Name	Title
Councillors:	Sophie Price	Mayor
	Jane Dowsley	Deputy Mayor
	Greg Bourke	
	Roberta Horne	
	John Harvey	
	Diane Shepheard	
	Scott Landells	
Officers:	Trevor Ierino	Chief Executive Officer
	Greg Pinkerton	Director Planning and Corporate Services
	Phil Garoni	Manager Finance
	Carolyn Lingham	Executive Assistant Planning and Corporate Services

MATTER/S DISCUSSED/CONSIDERED AT THE MEETING:

(Note: Conflicts of Interest must be disclosed and the person leave the assembly before discussion of the conflict matter (Sections 126 – 131 of the *Local Government Act 2020*))

August 2026 Finance Report

End of Financial Year Update

Monthly Rates Debt Report - September

Councillor	Time of departure	Time of re-entry
Officer	**Time of departure**	**Time of re-entry**

Record Author: Carolyn Lingham

INFORMAL MEETING OF COUNCILLORS RECORD

At the commencement of an applicable meeting, Council staff are required to identify that this is an Informal Meeting of Councillors as defined in Council's Governance Rules, and call for any Conflicts of Interest (Sections 126 - 131 *Local Government Act 2020*).

For additional information please refer to TRIM reference: INTERNAL20/7700

NOTE:

This Form MUST :

a) **be completed by the attending Council Officer**

b) **TRIMmed to INFORMATION MANAGEMENT – Registers – Informal Meeting of Councillors (relevant year)**

c) **completed record forwarded to the Governance Officer for inclusion in the next Meeting of Council and incorporated in the minutes.**

MEETING DETAILS:

Meeting	Council Briefing
Date:	Tuesday 29 September 2026
Time:	4.00pm
Meeting Location:	Beechworth Council Chambers

IN ATTENDANCE: (circle/delete as appropriate)

Councillors:	Cr Sophie Price	Mayor
	Cr Jane Dowsley	Deputy Mayor
	Cr Greg Bourke	Councillor
	Cr John Harvey	Councillor
	Cr Roberta Horne	Councillor
	Cr Scott Landells	Councillor
	Cr Diane Shepheard	Councillor
Officers:	Trevor Ierino	Chief Executive Officer

Ian Ellett	Director Infrastructure Services
Greg Pinkerton	Director Planning & Corporate Services
Sally Rice	Director Community and Economic Development
Mel Collis	Executive Manager Customer Experience & Engagement
Deb Fankhauser	Executive Manager People & Governance
Annabel Harding	Governance Coordinator

MATTER/S DISCUSSED/CONSIDERED AT THE MEETING:
(Note: Conflicts of Interest must be disclosed and the person leave the assembly before discussion of the conflict matter (Sections 126 – 131 of the *Local Government Act 2020*))

4.1 Capital Works Reports
4.2 September Meeting Agenda Review

Councillor	**Time of departure**	**Time of re-entry**
Cr Landells	4.49pm	5.15pm
Cr Landells	5.16pm	5.22pm
Cr Harvey	5.16pm	5.22pm
Cr Shepheard	5.17pm	5.22pm
Cr Shepheard	5.23pm	5.28pm
Cr Harvey	5.23pm	5.28pm
Officer	**Time of departure**	**Time of re-entry**
nil		

Record Author: **Annabel Harding – Governance Coordinator**

16 NOTICES OF MOTION

Nil reports

17 COUNCILLOR REPORT

17.1 COUNCILLOR REPORTS

17.2 MAYOR'S DIARY

Trevor Ierino
Office of the CEO

For Information

Mayor Price attended the following functions/events/meetings in September 2026:

DATE	TIME	FUNCTION / EVENT / MEETING	LOCATION
1 September	9.00am	Council Briefing/Training	Rutherglen
1 September	2.30pm	Meeting with CEO Recruitment Firm	Rutherglen
3 September	2.00pm	Pre Forum Session - Rural Councils Victoria	Swan Hill
4 September	9.00am	Rural Councils Victoria Forum	Swan Hill
7 September	10.00am	Meeting with Acting CEO and Deputy Mayor	Beechworth
7 September	11.00am	Meeting with Executive Assistant	Beechworth
8 September	9.00am	Council Briefing	Beechworth
10 September	9.30am	Albury Wodonga Regional Local Government Health Alliance Meeting	Wodonga
10 September	1.00pm	Goulburn Ovens Murray Regional Meeting	Wangaratta
14 September	10.00am	Meeting with Acting CEO and Deputy Mayor	Beechworth
14 September	11.00am	Meeting with Executive Assistant	Beechworth
15 September	9.00am	Council Briefing	Beechworth
17 September	2.00pm	Rural Councils Victoria Committee Meeting	Online
21 September	10.00am	Meeting with Acting CEO and Deputy Mayor	Yackandandah
22 September	9.00am	Council Briefing	Beechworth
22 September	12.45pm	Finance Committee Meeting	Beechworth
24 September	9.00am	Meeting with CEO Recruitment Firm	Online
28 September	10.30am	Meeting with Executive Assistant	Beechworth
28 September	11.00am	Meeting with CEO and Deputy Mayor	Beechworth
29 September	4.00pm	Council Briefing	Beechworth
29 September	6.30pm	Council Meeting	Beechworth

18 DECISIONS REGISTER

Trevor Ierino - Chief Executive Officer
Office of the CEO

For Information

The report outlines actions from Council Resolutions as at 29 September 2026, including those not previously listed as completed, but not including resolutions to note a report.

Meeting date	Item	Name	Resolution	Status
28 Oct 2025	15.2	Notice Of Motion - Grants Program Review	That Indigo Shire Council instructs the CEO to undertake a review of Indigo Shire Council's Grants Program and present findings and recommendations to Council for consideration prior to adoption of the 2026/27 Budget. c)	Incomplete
25 August 2026	15.1	Notice Of Motion - Beechworth Railway Goods Shed	That Council requests the CEO review and consolidate existing information held by Council regarding the Beechworth Railway Goods Shed and, where necessary, update that information or obtain additional independent advice to: 1. Confirm the building's current approved uses and any restrictions, conditions or impediments affecting its use; 2. Identify suitable, achievable and sustainable future uses for the building, with particular consideration given to uses requiring minimal or no additional capital expenditure; 3. Identify the current annual costs to Council associated with maintaining the building and surrounds; 4. Review previous efforts to activate or secure an ongoing use for the Goods Shed, including previous Expression of Interest processes, to identify any recurring barriers or reasons why a sustainable outcome has not been achieved; and 5. Recommend options for the future activation and sustainable use of the Goods Shed, having regard to the findings of that review.	Incomplete

			The findings and recommendations are to be presented to Council within three months for consideration.	
28 April 2026	11.2	Draft Domestic Animal Management Plan 2026-2029	That Council; 1. Endorses the Domestic Animal Management Plan 2026-2029 and places the document on public exhibition for a period of 28 days, inviting submissions in accordance with Council's Community Engagement Policy. 2. Notes that if no submissions are received during the public exhibition period, the Strategy is adopted from Thursday 28 May 2026; and 3. Notes that if submissions are received during the public exhibition period, the Strategy will be brought to a future Council meeting for adoption.	Completed
29 September 2026	8	Confirmation of Minutes from Previous Meeting	That the following minutes be confirmed: Minutes of the Council Meeting held on 25 August 2026 as published on Council's website; and Confidential Minutes of the Council Meeting held on 25 August 2026, as provided to Councillors under separate cover.	Completed
29 September 2026	11.1	August 2026 Finance Report	That Council accepts the August 2026 Finance Report noting the progress against Council's budget.	Completed
29 September 2026	11.2	Nomination Of Councillors To Certify 2025/2026 Performance Statement And Financial	That Council nominates, in accordance with Part 4, Division 3, 99 (3) of the Local Government Act (2020), three Councillors, being Councillors Price, Bourke, and Harvey as signatories with authorisation given for any two of the nominated three Councillors to certify the 2025/2026 Performance Statement and Financial Statements (along with the CEO and Principal Accounting Officer) in their final form after any changes recommended, or agreed to, by the auditor have been made.	Completed

		Statements		
29 September 2026	11.3	Pa240182 - Planning Permit - 1305 Beechworth-Wodonga Road, Wooragee	That Council resolves to issue a Notice of Decision to Refuse a Planning Permit for the use and development of land as a contractors' depot at 1305 Beechworth Wodonga Road Wooragee, on the following grounds: 1. The proposed use and development is not an appropriate response to the Farming Zone and agricultural context and is contrary to: 1.1 The purpose and decision guidelines of the Farming Zone; 1.2 Clauses 02.03-1 and 02.03-4 of the Municipal Planning Strategy; 1.3 Clauses 14.01-1S and 14.01-1L-03 of the Planning Policy Framework; and 2. The proposal is contrary to the decision guidelines of clause 65.01.	Completed
29 September 2026	11.4	Domestic Animal Management Plan 2026-2029	That Council acknowledges the submissions received and adopts the Domestic Animal Management Plan 2026-2030. 1.	Completed
29 September 2026	12.1	Significant Events Program - Proposed Memorandum Of Understanding	That Council: 1. Renews the Memorandum of Understanding (MoU) with the Beechworth Golden Horseshoes Festival Committee for two years (2027 to 2028), on the following terms: a) for 2027, a cash contribution of $15,300 and the existing level of in-kind Council support; and b) for 2028, a cash contribution of $13,005 and the existing level of in-kind Council support. 2. Renews the Memorandum of Understanding (MoU) with the Yackandandah Folk Festival Committee for two years (2027 to 2028), on the following terms:	Completed

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<td>a) for 2027, a cash contribution of $5,100 and the existing level of in-kind Council support;
b) for 2028, a cash contribution of $4,335 and the existing level of in-kind Council support;

3. Acknowledges the significant contribution of the Beechworth Golden Horseshoes Festival and Yackandandah Folk Festival to their respective communities and to the broader social, cultural and economic life of Indigo Shire.

4. Determines that these MoUs will provide a transition towards a consistent, transparent and competitive approach to Council event funding, with both events eligible to apply through Council's Events Grants Program, or any successor event funding program, following MoU expiry.</td>
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<tr>
<td>29 September 2026</td>
<td>12.2</td>
<td>Community Grants 2026</td>
<td>That Council:
1. Distributes $50,036 to the Community Grants Program 2026/27 as follows; and

<table>
<tr><th></th><th>Applicant Name</th><th>Project Description</th><th>Recommended funding amount</th></tr>
<tr><td>1</td><td>Chiltern Athenaeum Incorporated</td><td>A Night at the Museum - Do You Know Where You Live?</td><td>$500</td></tr>
<tr><td>2</td><td>Yackandandah Women's Shed Inc.</td><td>Yackandandah Community Christmas Fair 2026</td><td>$1,300</td></tr>
<tr><td>3</td><td>Corowa Rutherglen Motorsport (Wahgunyah Speedway)</td><td>Wahgunyah Speedway Catch Fence Safety Upgrade</td><td>$4,000</td></tr>
<tr><td>4</td><td>Wahgunyah Race Recreation Reserve Committee of Management</td><td>Floor Tiles for Acoustic Improvement</td><td>$3,000</td></tr>
<tr><td>5</td><td>Glenview Health</td><td>Chiltern Diabetes Peer Support Group</td><td>$2,100</td></tr>
<tr><td>6</td><td>Rutherglen Community Garden Inc.</td><td>A Gathering Shelter- Rutherglen Community Garden Inc</td><td>$4,000</td></tr>
<tr><td>7</td><td>Moon & Umbrella Assembly Inc.</td><td>Music Performance Gear Cache</td><td>$1,000</td></tr>
<tr><td>8</td><td>Stanley Athenaeum</td><td>Stanley Street Furniture</td><td>$4,000</td></tr>
<tr><td>9</td><td>Beechworth Kindergarten Inc</td><td>Update of Bike Circuit Beechworth Kinder</td><td>$4,000</td></tr>
<tr><td>10</td><td>Beechworth Toy Library Inc</td><td>Beechworth Toy Library Community Showcase & Outdoor Play Expansion</td><td>$1,500</td></tr>
<tr><td>11</td><td>Indigo FM Inc</td><td>Outside Broadcast Equipment</td><td>$1,000</td></tr>
<tr><td>12</td><td>Quercus Beechworth Neighbourhood House</td><td>Celebrating Forty Years of Quercus Beechworth</td><td>$2,000</td></tr>
<tr><td>13</td><td>Allans Flat Recreation Reserve Committee of Management Inc.</td><td>A Sandy Beach for Family Play</td><td>$1,524</td></tr>
<tr><td>14</td><td>Chiltern Playgroup</td><td>Refreshing Supplies/playing Equipment</td><td>$2,300</td></tr>
<tr><td>15</td><td>Chiltern Yarn Bombers</td><td>Chiltern Yarn Bombers 2026/2027</td><td>$350</td></tr>
<tr><td>16</td><td>Wodonga Tennis Club Inc.</td><td>Light Post Safety Padding</td><td>$1,500</td></tr>
<tr><td>17</td><td>Middle Indigo Primary School</td><td>Nature-Based Landscape Masterplan and Playspace Improvements</td><td>$4,000</td></tr>
<tr><td>18</td><td>Stanley Landcare Incorporated</td><td>Long Dick's Gully Restoration - Stage 2: A Community Stewardship Model for Habitat Recovery and Revegetation</td><td>$4,000</td></tr>
</table></td>
<td>Completed</td>
</tr>
</table>

			19 Tangambalanga Kiewa Men's Shed — Men's shed new build internal fit out — $4,000 20 Upper Sandy Creek Recreation Reserve Committee — BBQ Relocation — $3,462 21 Arts Yackandandah Inc. (Community Choir) — Arts Yackandandah Community Choir — 2027 Season Choir Leader Fees — $500 TOTAL — $50,036 2. Thanks the Community Grants Assessment Panel members for their time in contributing to the assessment process.	
29 September 2026	12.2	Get Active Indigo Grants 2026	That Council: 1. Receives the Get Active Indigo Grants Program 2026/27 - Assessment Panel Recommendation Report; and 2. Endorses the distribution of funds as recommended by the Assessment Panel as follows: Indi-Groove Dance Club (I.G.D.C) — Indi-Groove Dance Club — $5,000 Rutherglen Park and Recreation Reserve Committee of Management — 2026 Park Open Day — $500 Murray River Calisthenics Club — Murray River Calisthenics Club Equipment Upgrade — $5,000 Wahgunyah Tennis Club — Pickleball Courts — $1,500 Kiewa Valley Bowling Club — Kiewa Valley Bowling Club Equipment — $418 Total — $12,418 3. Thanks the Get Active Indigo Grants Assessment Panel members for their time in contributing to the assessment process.	Completed
29 September 2026	12.4	Event Grants Program 2026	That Council: 1. Distributes $46,655 to the 2026/2027 Indigo Shire Event Grants Program as follows; and 1 Beechworth History and Heritage Society Incorporated — Beechworth's Telling Stones: Not one-half — $10,000 2 Beechworth Kindergarten Inc. — Growing Together: Beechworth Kindergarten Family Wellbeing Series — $3,000 3 Beechworth Old Cranks Motor Club — Beechworth Drive Back in Time 2027 — $5,000 4 Kiewa Tangambalanga Community Carols — Kiewa Tangambalanga Community Carols — $2,000 5 Kiewa Tangambalanga Lions Club — Kiewa Tangambalanga Christmas Lunch — $1,000 6 Rotary Club of Rutherglen — Rutherglen Rotary Community Carols — $3,255 7 Red Knights International Fire Fighters Motorcycle Club — Rocking the Flats - Take 2 — $4,600 8 Sandy Creek Memorial Hall Inc — Small Halls Festival 2027 — $2,500 9 Stable Studios Beechworth — Sunset at the Stables - Twilight Festival — $5,000 10 Tangam Kiewa Men's Shed Inc — Men's Shed Opening — $1,000 11 The Dragonfly Project — Dragonfly Theatre Group - Little Women of the Village — $7,000 12 Wonnagee Primary School — 2027 Wonnagee Easter Market — $2,300 TOTAL — $46,655 2. Thanks the Event Grants Assessment Panel members for their time in contributing to the assessment process.	Completed

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<tr><td>29 September 2026</td><td>13.1</td><td>Community Sustainability Grants 2026/2027</td><td>That Council:
1. Distributes $17,180 (ex-GST) of the 2026/2027 Community Sustainability Grants Program budget as follows;
<table><tr><th>Applicant</th><th>Project Name</th><th>Recommended funding</th></tr><tr><td>1st Beechworth Scout Group</td><td>Empowering Youth and Community: Energy-Efficient Upgrades for a Sustainable Community Hub</td><td>$5,000.00</td></tr><tr><td>Beechworth Urban Landcare & Sustainability Inc</td><td>Get involved in Beechworth's biodiversity</td><td>$2,181.00</td></tr><tr><td>Ovens Landcare Network</td><td>Discover Chiltern Mt Pilot National Park</td><td>$1,250.00</td></tr><tr><td>Allans Flat Recreation Reserve Committee Incorporated</td><td>Valuing the Natives: Restoring Biodiversity</td><td>$2,060.00</td></tr><tr><td>Tangambalanga Kiewa Men's Shed</td><td>Water Tank and Pump</td><td>$4,000.00</td></tr><tr><td>Beechworth Kindergarten Inc</td><td>Future-proofing Beechworth Kindergarten: Building a Safer and More Sustainable Community Asset</td><td>$2,689.00</td></tr><tr><td>TOTAL</td><td></td><td>$17,180</td></tr></table>Thanks the Community Sustainability Grants Assessment Panel members for their time in contributing to the assessment process.</td><td>Completed</td></tr>
<tr><td>29 September 2026</td><td>13.2</td><td>Annual Reseal Contract 2026/27</td><td>That Council:
1. Awards contract No. 26-034 Annual Resealing Contract 2026-27 to LFT Bitumen Pty Ltd for the amount of $696,184.45 (excluding GST);
1. Authorises the CEO to sign and seal the contract documents; and
2. Authorises the CEO the financial delegation to approve contract variations up to a total of 5 per cent of the signed contract value.</td><td>Completed</td></tr>
<tr><td>29 September 2026</td><td>13.3</td><td>August 2026 Capital Works Report</td><td>That Council notes the August 2026 Capital Works Report and year to date progress in the delivery of the Capital Works Program.</td><td>Completed</td></tr>
<tr><td>29 September 2026</td><td>13.4</td><td>Capital Works Overview 2025/26</td><td>That Council notes the Annual Summary report for the 2025/26 Capital Works program and the year-end achievements in the delivery of the program.</td><td>Completed</td></tr>
<tr><td>29 September 2026</td><td>14.1</td><td>Social Media Policy 2026</td><td>That Council:
1. Endorses the Social Media Policy 2026 (Attachment 1) and places it on public exhibition for a period of 28 days and invites submissions;
2. Notes that if no submissions are received during the public exhibition period, the Policy is adopted from 1 November 2026; and</td><td>Completed</td></tr>
</table>

			3. Notes that if submissions are received during the public exhibition period, the Policy will be brought to a future Council meeting for adoption.	
29 September 2026	14.2	Advisory Committee Minutes	That Council accepts the attached unconfirmed meeting minutes for the following Advisory Committees and endorses the officer recommended actions: 1. Finance Advisory Committee; and 2. Indigo Community Access Advisory Committee.	Completed
29 September 2026	14.3	Informal Meetings Of Councillors Records	That Council accepts the attached Informal Meetings of Councillors records.	Completed
29 September 2026	19.1	Heritage Loan Application	That Council has approved a heritage load for $20,000 in the Beechworth area	Completed

Attachments
Nil

19 GENERAL BUSINESS

20 CONFIDENTIAL ITEMS

Section 66 of the *Local Government Act 2020 (the LGA Act)* states:

1. A Council or delegated committee must keep a meeting open to the public unless the Council or deleted committee considers it necessary to close the meeting to the public because a circumstance specified in subsection (2) applies.
2. The circumstances are:
   a. the meeting is to consider confidential information *[as defined in section 3 of the LGA Act]*;
   b. for security reasons; or
   c. it is necessary to do so to enable the meeting to proceed in an orderly manner.

RECOMMENDATION

That the Council Meeting be closed to the public in accordance with Section 66 of the *Local Government Act 2020*.

This meeting will now close to the public. Members of the gallery are asked to leave. Recording and live streaming will cease before proceeding.

20.1 CEO RECRUITMENT PROCESS

Debra Fankhauser - Executive Manager People & Governance
Office of the CEO

For Decision

This matter is considered to be confidential under Section 3(1) (f) of the Local Government Act 2020, as it deals with personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

The reason this section applies is that all applications are considered confidential and contain personal and sensitive information about applicants. It is unreasonable to release this information as Council has not yet made a decision on the final appointee.

20.2 REAPPOINTMENT OF MEMBER TO THE AUDIT & RISK COMMITTEE

Debra Fankhauser - Executive Manager People & Governance
Office of the CEO

For Decision

This matter is considered to be confidential under Section 3(1)(f) of the Local Government Act 2020, as it deals with personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

The reason this section applies is because the information contains personal biographical details of a person not yet appointment to a third term on the Audit & Risk Committee. This is an unreasonable disclosure of personal information as the information has been provided in confidence as part of the recruitment process, and the person has not yet been confirmed for a third term.

21 MEETING CLOSURE

Next Meeting: **17 November 2026 – 6:30pm – Statutory Meeting**
24 November 2026 - 6:30pm – Scheduled Council Meeting

Risk Assessment Rating Tables

Control Effectiveness

Strong	Defined controls are in place, work well and are monitored
Adequate	Defined controls are in place and work in most situations but some inconsistency in use or effectiveness
Improvement Needed	Controls defined, expect controls to fail in some situations or controls are not fully in place and tested
Poor	Partially defined controls that aren't used consistently
Absent	No defined controls

Likelihood

Likelihood		**Time Frame**	**General Expectation**	Corporate Memory (to be used as a guide only)	
				Has it happened at your organisation in the last 5 years?	**Has it happened at other organisations in the last 5 years?**
Rare	**1**	Once every 100 years	Event may occur in exceptional circumstances	Never	Never
Unlikely	**2**	Once every 20 years	Event plausible but not likely to occur under normal operations/ conditions	Once	Once at another organisation
Possible	**3**	Once every 5 years	Event not generally expected to occur but may under certain circumstances	A few times	Multiple times at another organisation
Likely	**4**	Annually or once every year	Event will probably occur at some stage or has occurred previously	Several times	Once at multiple organisations
Almost Certain	**5**	Multiple times per year	Event expected to occur under normal operations/ conditions	Regularly	Regularly or multiple times at other organisations

Risk rating

Likelihood \ **Consequence**		**Insignificant**	**Minor**	**Moderate**	**Major**	**Catastrophic**	
		1	2	3	4	5	
Rare	1	N2	L3	L4	M5	M6	Negligible
Unlikely	2	L3	L4	M5	M6	H7	Low
Possible	3	L4	M5	M6	H7	H8	Medium
Likely	4	M5	M6	H7	H8	E9	High
Almost Certain	5	M6	H7	H8	E9	E10	Extreme

Acceptability

2	**Negligible**	No action required before proceeding
3-4	**Low**	Proceed with identified controls in place
5-6	**Medium**	Requires further controls and/or approval by Coordinator, Manager or Director before proceeding if no additional controls identified/ implemented
7-8	**High**	Requires further controls approved by Director or CEO and/or CEO or Council approval to proceed without additional controls
9-10	**Extreme**	**Stop**: cease activity immediately or do not proceed with project/ activity unless further controls can be put in place to reduce risk. Consult Audit and Risk Committee for advice on controls. Council approval must be received of further controls to be implemented.

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Risk Assessment Rating Tables

Consequence

		Strategy	Service Delivery	Financial	People and Safety		Reputation/ Credibility	Environment	Governance / Compliance	Property and Infrastructure
Insignificant	**1**	• Negligible effect on ability to deliver strategic objectives in the period outlined in the Council Plan	• Negligible effect on service activity	• <$10k or 1% of service expense budget	• Isolated worker dissatisfaction	• Short term reversible injury (physical or mental) which requires no first aid • Worker occasionally experiencing burnout and/or un-manageable stress	• No local media interest • Of interest to individuals only • Broader community/ stakeholders' indifference	• Negligible environmental harm • No remediation required	• Technical compliance breach with limited material impact • No legal significance • No reporting required	• Isolated or minimal loss • Repairable through normal operations
Minor	**2**	• Some strategic objectives relating to non-critical services will not be achieved in the period outlined in the Council Plan	• Some minor interruptions (<3 days) to service activity	• $10k - $150k Or 1-5% of service expense budget	• Worker morale problems and increase in turnover in more than one directorate	• Reversible injury or disability (physical or mental) which requires first aid • Worker regularly experiencing burnout and/or un-manageable stress	• Occasional local media interest • Of interest to part of local community/ some negative sentiment expressed by community • Broader community/ stakeholders aware of issue	• Minor or Short-term environmental harm which has no lasting effect • No impact on protected species • Some remediation required	• Compliance or legal breach resulting in minor corrective action • No reporting to regulator required	• Minor loss with limited downtime • Mostly repairable through normal operations
Moderate	**3**	• Numerous non-critical service activities will not be achieved in the period outlined in the Council Plan • Some strategic objectives relating to critical services will not be achieved in the period outlined in the Council Plan	• Interruptions of up to 5 days to one or more critical service activities • Ongoing intermittent interruptions over several weeks	• $150k - $500K Or 5-10% of service expense budget	• Widespread worker morale problems and high turnover including key organisational roles	• Serious reversible injury, illness or disability (physical or mental) requiring overnight hospitalisation, ongoing medical treatment or lost time.	• Repeated local media interest from more than one outlet • Of interest to whole local community or one sector of broader community • Stakeholders actively expressing dissatisfaction	• Moderate impact on the environment; no long term or irreversible damage • Some impact on protected species • Considerable remediation required	• Moderate compliance or legal breach • Requirement for internal investigation / report to authority	• Significant loss with temporary disruption of services • Needs to be repaired by specialised service provider or requires minor project to repair/replace
Major	**4**	• Several strategic objectives relating to critical services from will not be achieved in the period outlined in the Council Plan	• Interruption of up to 14 days of one or more Critical service activities	• $500k - $1m Or 10 - 25% of service expense budget	• High turnover of experienced/ key workers • Unable to fill >75% of vacant roles	• Multiple people require overnight hospitalisation or lost time. • Notifiable incident. • Disability or illness that requires ongoing management and/or long-term medical treatment	• State media interest • Widespread alarm or concern from broader community/ stakeholders • Long-term loss of support from >50% of residents	• Severe, long term or widespread environmental harm • Significant impact on protected species • Long term remediation required	• Serious compliance or legal breach resulting in penalties	• Critical loss or requirement for replacement of property or infrastructure • Requires moderate size project to repair/replace and/or be out of service for more than one month
Catastrophic	**5**	• All the strategic objectives for more than one theme will not be achieved in the period outlined in the Council Plan	• Widespread or long-term degradation of critical service activities	• > $1M Or >25% of service expense budget	• Majority of Key positions unable to be filled	• Fatality or total and permanent disability	• National media exposure • Loss of state government support/ scathing criticism from state government • Irreparable loss of community and stakeholder's confidence	• Widespread and irreversible environmental harm • Irreversible impact on protected species	• Extensive breach with extensive fines and/or litigation • Major class action • Loss of charter to operate	• Extensive loss • Threat to viability of service or operation • ANCOLD Scale – dam failure