



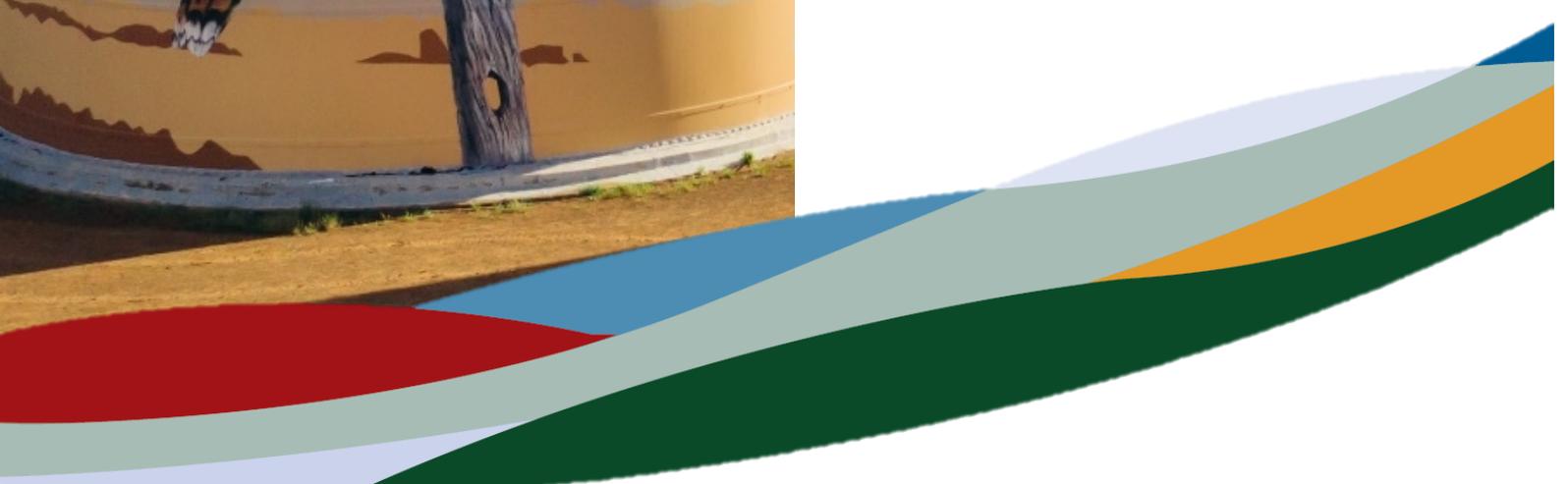
# West Wimmera Shire Council

## MINUTES

### COUNCIL MEETING

Wednesday 17 December 2025  
2:00 pm

Edenhope Council Offices  
49 Elizabeth Street, Edenhope Vic  
3318





## Councillors and Shire Map



**MAYOR**  
**Cr. Tim Meyer**



**DEPUTY  
MAYOR**  
**Cr. Helen Hobbs**



**Cr. Richard  
Hicks**



**Cr. Jodie Pretlove**



**Cr. Tom Houlihan**





## COUNCIL VISION

In 2041 West Wimmera is a great place to live, work, and play. We are growing and we are known for our natural environment, resilience and sense of community. We are proud of our heritage and are building new economic capacity based on innovation and tourism, which is creating local employment. Our towns are vibrant and welcoming, offering the services and facilities that meet the needs of our community and visitors. We are a confident community and will empower everyone to be part of our future.

## OUR VALUES

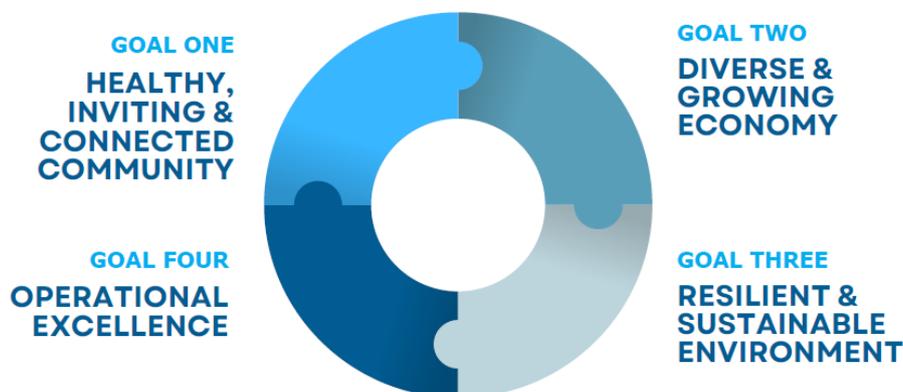
**INNOVATIVE** – We will proactively respond to change, are optimistic about our future and pursue continuous improvement in everything that we do.

**ACCOUNTABLE** – We will be responsible, take ownership of our actions and are committed to good governance, excellence, transparency, achievement of goals and advocating for our community.

**UNITED** – We will do everything within our ability to encourage and form trusting relationships, to work together as one team to achieve our goals and advocate for ‘One West Wimmera’.

**COLLABORATIVE** – We will actively and openly consult with you and work constructively with community organisations, agencies, the business community and other levels of government to our community’s benefit.

## OUR GOALS





### **Purpose of Council meetings**

- (1) Council holds scheduled meetings and, when required, unscheduled meetings to conduct the business of Council.*
- (2) Council is committed to transparency in decision making and, in accordance with the Local Government Act 2020, Council and Delegated Committee meetings are open to the public and the community are able to attend.*
- (3) Meetings will only be closed to members of the public, in accordance with section 66 of the Act, if:*
  - (a) there are clear reasons for particular matters to remain confidential; or*
  - (b) a meeting is required to be closed for security reasons; or*
  - (c) it is necessary to enable the meeting to proceed in an ordinary manner.*
- (4) A meeting closed to the public for the reasons outlined in sub-rule 3(b) or 3(c) will continue to be livestreamed. In the event a livestream is not available:*
  - (a) the meeting may be adjourned; or*
  - (b) a recording of the proceedings may be available on the Council website*

The West Wimmera Shire Council Governance Rules set out the meeting procedure rules for this Council Meeting.

Members of the public are reminded that they are required to remain silent during this meeting, except during Section 5 Questions from the Gallery.

This Council meeting will be recorded for live streaming.

### **Recording of Meeting and Disclaimer**

Please note every Council Meeting (other than items deemed confidential under section 3 (1) of the Local Government Act 2020) is being recorded and streamed live on West Wimmera Shire Council's website in accordance with Council's Governance Rules. Live streaming allows everyone to watch and listen to the meeting in real time, giving you greater access to Council debate and decision making and encouraging openness and transparency. All care is taken to maintain your privacy; however, as a visitor in the public gallery, your presence may be recorded. By remaining in the public gallery, it is understood your consent is given if your image is inadvertently broadcast. Opinions expressed or statements made by individual persons during a meeting are not the opinions or statements of West Wimmera Shire Council. Council therefore accepts no liability for any defamatory remarks that are made during a meeting.



**Councillors pledge**

*As Councillors of West Wimmera Shire Council, we solemnly and sincerely declare and affirm that we will consider each item on this agenda in the best interests of the whole municipal community.*



**In Attendance:**

**Councillors:**

Tim Meyer, Mayor  
Helen Hobbs, Deputy Mayor  
Richard Hicks  
Jodie Pretlove  
Tom Houlihan

**Executive Leadership Team:**

David Bezuidenhout - Chief Executive Officer (CEO)  
Dalton Burns – Director Corporate and Community Services (DCCS)  
Brendan Pearce - Director Infrastructure Development & Works (DIDW)

**Officers:**

Katie Frost - Governance Manager  
Philippa Hicks - EA to the CEO  
Jason Cay - Chief Financial Officer  
Michelle Ellis - Municipal Recovery Manager/Community Development and Tourism



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## **1 Welcome**

The Mayor declared the meeting open at 2:01 pm.

## **2 Acknowledgement of Country**

The West Wimmera Shire Council acknowledges the traditional custodians of the land on which we meet, and pays respect to their elders, past, present and emerging.

## **3 Opening Prayer**

Almighty God, we humbly ask your blessing upon this Council. Guide and prosper our decisions to the advancement of Your Glory and the true welfare of the people of West Wimmera Shire. Amen.

## **4 Apologies, Leave of Absences, Declaration of Conflict of Interest**

### **4.1 Apologies**

Nil

### **4.2 Leave of Absence**

Nil

### **4.3 Declaration of Conflict of Interest**

None Declared



## 5 Questions from the Gallery

### 5.1 Written Questions on Notice

No questions on notice were received.



## 5.2 Verbal Questions without Notice

**Moved:** Cr Richard Hicks

**Seconded:** Cr Jodie Pretlove

**That Council suspend Standing Orders for the purpose of receiving questions without notice from the members of the Gallery.**

**CARRIED UNANIMOUSLY (5 / 0)**

### **Geoff Langsworth - Edenhope**

*Question One: On 7 November 2024, I wrote a letter to the Council about Neighbourhood house. I wrote asking if there were any possibility that a neighbourhood house could be established in Edenhope, because there is one in Harrow, one in Kaniva but there is none in Edenhope and I was curious to ask why there wasn't one and could it be established. My request was acknowledged by the Innovation Platform in November 2024, since then I have not had a single reply. It is just disappointing.*

Cr Tim Meyer -Question taken on notice.

*Question two: The Community Centre here in Edenhope apart of the original agreement and was with the advisory committee that there would be a donors board established in the hall. I have had a response from staff in October, with a donation plaque proof. The last contact with me was 28 October, with apologies in delay and the that the board would be erected prior to the end of the year. It has been going on for quite a long time we should do our best to get it finished because a lot of people contributed money. In respect to all those people I think it would be nice to have acknowledgement on display in the hall.*

Cr Tim Meyer - Question taken on notice.



**Allan Dickeerson - Miga Lake**

*In previous meetings we have asked questions that have been taken on board and Council was going to respond to us. So far we have had no response, are you likely to respond?*

Cr Tim Meyer - I believe if we do take a question on notice our direction is to provide a response. If the response was given from the Chair that day, that is the response. If I said we will provide a response then a response should of have been forthcoming. We will follow up after the meeting.

**Moved: Cr Richard Hicks**

**Seconded: Cr Jodie Pretlove**

**That Council resume Standing Orders.**

**CARRIED UNANIMOUSLY (5 / 0)**



## 6 Delegates Reports

Delegate Reports are for providing feedback on formal council business and are for information only

### 6.1 Councillor Tim Meyer (Mayor)

Date	Event
20/11/2025	Safeguarding Children Workshop Dimboola
21/11/2025	WWSC Christmas Party
02/12/2025	Strategic Leadership Team Meeting
02/12/2025	Unscheduled Confidential Council Meeting
03/12/2025	Councillor Forum
04/12/2025	Timber Towns Victoria General Meeting
09/12/2025	Audit and Risk Committee Meeting
12/12/2025	Regional and local government agency workshop Coleraine
14/12/2025	Bills Gully Hall and Recreation Reserve Committee Meeting
17/12/2025	Citizenship Ceremony
17/12/2025	Pre Council Meeting
17/12/2025	Council Meeting

### 6.2 Councillor Helen Hobbs (Deputy Mayor)

Date	Event
20/11/2025	Safeguarding Children Workshop Dimboola
21/11/2025	WWSC Christmas Party
02/12/2025	Strategic Leadership Team Meeting
02/12/2025	Unscheduled Confidential Council Meeting
03/12/2025	Councillor Forum
17/12/2025	Citizenship Ceremony
17/12/2025	Pre Council Meeting
17/12/2025	Council Meeting



### 6.3 Councillor Richard Hicks

Date	Event
20/11/2025	Safeguarding Children Workshop Dimboola
21/11/2025	WWSC Christmas Party
02/12/2025	Unscheduled Confidential Council Meeting
03/12/2025	Councillor Forum
05/12/2025	Western Highway Action Committee Meeting
16/12/2025	Kaniva College awards night
17/12/2025	Citizenship Ceremony
17/12/2025	Pre Council Meeting
17/12/2025	Council Meeting

### 6.4 Councillor Jodie Pretlove

Date	Event
21/11/2025	WWSC Christmas Party
02/12/2025	Unscheduled Confidential Council Meeting
03/12/2025	Councillor Forum
09/12/2025	Audit and Risk Committee Meeting
17/12/2025	Citizenship Ceremony
17/12/2025	Pre Council Meeting
17/12/2025	Council Meeting

### 6.5 Councillor Tom Houlihan

Date	Event
21/11/2025	WWSC Christmas Party
02/12/2025	Unscheduled Confidential Council Meeting
03/12/2025	Councillor Forum
16/12/2025	Goroke College awards night
17/12/2025	Citizenship Ceremony
17/12/2025	Pre Council Meeting
17/12/2025	Council Meeting

## 7 Condolences

Nil



## 8 Confirmation of Previous Minutes

### 8.1 Community Forum Meeting held on Wednesday, 15 October 2025

**RECOMMENDATION:**

That the Minutes of the Community Forum Meeting held on Wednesday, 15 October 2025 be taken as an accurate record and confirmed.

**Moved:** Cr Richard Hicks

**Seconded:** Cr Jodie Pretlove

That the Minutes of the Community Forum Meeting held on Wednesday, 15 October 2025 be taken as an accurate record and confirmed.

**CARRIED UNANIMOUSLY (4 / 0 / 1 )**

**One abstention**

#### Attachments

Nil



## 8.2 **Unscheduled Confidential Council Meeting held on Wednesday, 12 November 2025**

### **RECOMMENDATION:**

**That the Minutes of the Unscheduled Confidential Council Meeting held on Wednesday, 12 November 2025 be taken as an accurate record and confirmed.**

**Moved: Cr Richard Hicks**

**Seconded: Cr Jodie Pretlove**

**That the Minutes of the Unscheduled Confidential Council Meeting held on Wednesday, 12 November 2025 be taken as an accurate record and confirmed.**

**CARRIED UNANIMOUSLY (4 / 0/ 1 )**

**One abstention**

### **Attachments**

Nil

## 8.3 **Council Meeting held on Wednesday, 19 November 2025**

### **RECOMMENDATION:**

**That the Minutes of the Council Meeting held on Wednesday, 19 November 2025 be taken as an accurate record and confirmed.**

**Moved: Cr Richard Hicks**

**Seconded: Cr Jodie Pretlove**

**That the Minutes of the Council Meeting held on Wednesday, 19 November 2025 be taken as an accurate record and confirmed.**

**CARRIED UNANIMOUSLY (4 / 0/ 1)**

**One abstention**

### **Attachments**

Nil



## 8.4 **Unscheduled Confidential Council Meeting held on Tuesday, 2 December 2025**

### **RECOMMENDATION:**

**That the Minutes of the Unscheduled Confidential Council Meeting held on Tuesday, 2 December 2025 be taken as an accurate record and confirmed.**

**Moved: Cr Richard Hicks**

**Seconded: Cr Jodie Pretlove**

**That the Minutes of the Unscheduled Confidential Council Meeting held on Tuesday, 2 December 2025 be taken as an accurate record and confirmed.**

**CARRIED UNANIMOUSLY (4 / 0 / 1)**

**One abstention**

### **Attachments**

Nil



## 9 Business Arising From Previous Minutes

### 10 Notices of Motion

There were no Notices of Motion submitted for the agenda.

### 11 Councillor Forum Record

#### 11.1 Councillor Forum Record Wednesday, 5 November 2025

**RECOMMENDATION:**

That the Record for the Councillor Forum Record Wednesday, 5 November 2025 be received and noted.

**Moved:** Cr Jodie Pretlove

**Seconded:** Cr Richard Hicks

That the Record for the Councillor Forum Record Wednesday, 5 November 2025 be received and noted.

**CARRIED UNANIMOUSLY (5 / 0)**

### 12 Deputations and Petitions

There were no Petitions or Deputations submitted for the agenda.

### 13 Chief Executive Officer

No Reports



## 14 Corporate and Community Services

### 14.1 Geographic Naming Policy

*Directorate: Corporate and Community Services*

*Report Author: Chief Financial Officer*

*Report Purpose: For Decision*

#### **Purpose**

West Wimmera Shire Council (Council) Geographic Naming Policy is due for review. The Geographic Naming Policy is a high-level document, providing support and guidance for Council to undertake compliant naming processes aligned with statutory and regulatory requirements. The Policy has been reviewed to ensure alignment with current legislative and regulatory references and practices.

#### **OFFICER RECOMMENDATION:**

**That Council adopt the attached Geographic Naming Policy.**

**Moved: Cr Richard Hicks**

**Seconded: Cr Tom Houlihan**

**That Council adopt the attached Geographic Naming Policy.**

**CARRIED UNANIMOUSLY (5 / 0)**

#### **Declaration of Interest**

No officer declared an interest under the Local Government Act 2020 (LGA 2020) in the preparation of this report.

#### **Background**

The Geographic Naming Policy provides Council with clear parameters and direction for the naming of geographic features, including roads, streets, and places.

The Naming Rules for Places in Victoria are mandatory requirements that Council must adhere to when naming geographic features. Accordingly, this Policy ensures alignment with



these rules and supports Council in maintaining full compliance with all statutory and regulatory obligations.

### **Risk Management Implications**

Risk identified:

Asset risk

### **Legislative Implications**

The report complies with the requirements of the:

Local Government Act 2020

Local Government Act 1989

### **Environmental Implications**

Nil

### **Financial and Budgetary Implications**

Nil

### **Policy Implications**

This report is supported by the following West Wimmera Shire Council Policy/s:

Asset Management Policy

Asset Management Strategy

Communications Policy

Community Engagement Policy

Risk Management Policy

Road and Street Naming Policy

### **Council Plan Implications**

This report supports the following sections of the West Wimmera Shire Council Plan 2021 – 2025:

#### ***Goal 1 – Liveable & Healthy Community***

1.3 Provide well planned and sustainable community infrastructure.

#### ***Goal 2 – Diverse and Prosperous Economy***

2.5 Enhance the local road network and explore transport options.



#### **Goal 4 – Good Governance**

4.2 Engage with the community in a timely and respectful way.

#### **Communication Implications**

No Communication Implications

#### **Equal Impact Assessment**

No Equal Impact Assessment is required

#### **Conclusion**

The Geographic Naming Policy provides guidance and support to Council and its officers in managing naming and renaming processes, ensuring compliance with all statutory and regulatory obligations. The policy also assists other Local Government Authorities by promoting consistency, improving administration, and enhancing service delivery.

Examples of benefits include:

- Emergency Services: Enables efficient identification and location during emergencies.
- Commercial Organisations: Supports accurate and timely delivery of goods and services.
- Community: Enhances the efficiency and effectiveness of community service provision.
- Service Utilities: Improves coordination and delivery of essential services such as power, water, and communications.

#### **Attachments**

1. WWSC Council Policy Geographic Naming Policy\_ Draft 7.10.2025 [14.1.1 - 6 pages]



Council Policy Manual  
WEST WIMMERA SHIRE COUNCIL

COUNCIL POLICY	
<b>GEOGRAPHIC NAMING POLICY</b>	Policy No:
	Adopted by Council:
	Next review date:
Senior Manager:	Director Corporate & Community Services
Responsible Officer:	<del>Revenue Manager</del> Finance and Rating Coordinator
Functional Area:	Rates & GIS
<b>Introduction &amp; Background</b>	
Introduction & Background	<p>The Geographic Naming Policy (the Policy) sets out the guidelines and principles that need to be followed by Council officers when naming a road, feature or locality within the Shire boundaries.</p> <p>The appropriate naming of roads, features and localities is important for public safety and to identify locations for managing emergencies and delivering goods and services. Names are necessary for orientation, communication, service delivery, map and atlas production, emergency response and natural disaster relief. The State government released the <i>Naming rules for places in Victoria – Statutory requirements for naming roads, features and localities – 2016, 2022</i> (Naming Rules). The Naming Rules are the statutory requirements under the <i>Geographic Place Names Act 1998</i> for all naming authorities to follow in nominating or considering a name of a road, feature or locality in Victoria.</p> <p><del>These naming rules have been developed to be inclusive to all Victorians.</del></p> <p>These naming rules are aligned with national principles around the consistent use of place names within Australia, including the Permanent Committee on Place Names – Principles for the consistent use of place names, AS/NZS4819:2011 Rural and urban addressing and the United Nations Group of Experts on Geographical Names' publications. The Office of Geographic Names (OGN) works closely with jurisdictions across Australia to achieve consistency in naming.</p> <p>This policy provides a system of ensuring roads, features and localities within the Shire are appropriately named and recorded in a consistent manner and in accordance with the Naming Rules.</p> <p>Under the Geographic Place Names Act 1998 (the Act), West Wimmera Shire Council (Council) is a naming authority and is responsible for naming places within the municipality and is required to apply the Naming Rules.</p>

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## Council Policy Manual WEST WIMMERA SHIRE COUNCIL

	<p>The Act defines places as “any place of building that is, or likely to be, of public or historical interest and includes, but is not restricted to –</p> <ul style="list-style-type: none"> <li>a) township, area, park, garden, reserve of land, suburb or locality;</li> <li>b) topographical feature, including undersea feature; and</li> <li>c) street, road, transport station, government school, hospital and government nursing home”.</li> </ul> <p>The Naming rules for places in Victoria (Naming Rules) are the guidelines prescribed under the Act and reflect step-by-step information on naming, renaming or changing the boundaries of roads, features and localities in Victoria.</p> <p>The implementation of the Policy reflects on following the Naming Rules and any of its amendments that might occur from time to time. Compliance with the Act and Naming Rules is mandatory.</p>
Purpose & Objectives	<p>The Policy provides a consistent approach to geographic naming within the <del>west</del> West Wimmera Shire and ensures that all of the roads, features and localities within the municipality are appropriately named.</p>
Policy Details	
1.	<p>Legislative Requirements</p> <p><i>Local Government Act 1989</i> – primarily Schedule 10, Clause 5.</p> <p><i>Naming rules for places in Victoria – Statutory requirements for naming roads, features and localities - <del>2016</del> 2022</i> (Naming Rules).</p> <p><i>Geographic Place Names Act 1998</i> – section 5 which makes compliance with the Naming Rules mandatory for all local governments.</p>
2.	<p>Geographic Names Policy Guidelines</p> <p>Council is committed to provide a structured and consistent approach to naming and renaming of roads, features and localities within its municipality in accordance with the Act and the Naming Rules.</p> <p>Where Council is the naming authority, it will apply the Naming Rules.</p> <p>The principles in the Naming Rules must be used in conjunction with the relevant statutory requirements related to the naming of roads, features and localities. They are designed to ensure no ambiguity, confusion, errors or discrimination are caused by the naming, renaming or boundary change process.</p>
3.	<p>Encouragement to property owners to adopt formal road names</p>

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Council Policy Manual  
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	<p>Property owners often apply names to roads adjoining their private land but generally service authorities refuse to acknowledge road names that have not been endorsed by Council.</p> <p>To avoid confusion that can be caused by the use of unofficial names, property owners are encouraged to liaise with Council if they want a name assigned to a public road.</p>
4.	<p>Practicalities for the selection of road names</p> <p>The practical application of road names to maps and plans should be considered.</p> <p>Long names should not be allocated to short roads, as the inclusion of such names on street directories and other maps can result in name crowding difficulties for the mapmakers and confusion or uncertainty for the people using the maps.</p> <p>Road names have practical implications for Rural Addressing, these benefits being:</p> <ul style="list-style-type: none"> <li>Local Government Authorities - improved administration and service delivery. <ul style="list-style-type: none"> <li>Emergency Services – <del>Enables efficient identification and location during emergencies, efficient location of emergencies.</del></li> <li>Commercial Organisations – <del>Supports accurate and timely delivery of goods and services, improved delivery of goods and services.</del></li> <li>Community – <del>Enhances the efficiency and effectiveness of community service provision, improvement in efficiency/effectiveness of the provision of community services.</del></li> <li>Service Utilities – <del>Improves coordination and delivery of essential services such as power, water, and communications, power, water, communications etc.</del></li> </ul> </li> </ul>
5.	<p>Responsibility</p> <p>The Director Corporate &amp; Community Services and the <del>Revenue Manager Finance and Rating Coordinator</del> will be responsible for the coordination of the process for any geographic name changes.</p> <p>The Naming Rules allow for naming to occur by delegation of authority.</p> <p>The naming of localities and public features will be resolved by Council at a Council Meeting.</p> <p>Authority to name or rename roads will be approved by the relevant delegates in accordance with Council's Instruments of Delegation or resolved by Council at a Council Meeting.</p>
6.	<p>Consultation</p>

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## Council Policy Manual WEST WIMMERA SHIRE COUNCIL

Consultation is a key component in the process of naming and renaming roads, features and localities. Where Council is a naming authority, it is required to consult in accordance with the Naming Rules.

Consultation will generally take the form of advising all abutting property owners, providing information on Council's website and a public notice in a local newspaper



## Council Policy Manual WEST WIMMERA SHIRE COUNCIL

	<p>advising of Council's proposal and seeking comments. The consultation time is defined in the Naming Rules as a 30 day period.</p> <p>Consultation is not required for naming proposals within subdivisions where there are currently no residents, businesses or ratepayers who will be directly affected.</p> <p>If naming proposals use traditional Indigenous Australian names then naming authorities are required to consult with the officially recognised Indigenous groups and Traditional Land Owners. Use of these naming proposals are subject to agreement from the relevant Indigenous groups.</p>
7.	<p>Processes for the selection of names</p> <p>The process for the selection of names is outlined in the Naming Rules and must be followed.</p> <p>Any person, community group, organisation, government department or authority can propose a new name, change an existing name or change a boundary. A person must not apply a name to a road, feature or locality without the consent of the Council. This does not apply to any freeway or to any supplementary name applied to the entire length of a declared road by VicRoads.</p> <p>Upon receipt of a request, Council, as the naming authority must adhere to the Naming Rules including the Checklist located in Appendix C of the Naming Rules and specifically will:</p> <ul style="list-style-type: none"> <li>• Consider or propose a name for a road, feature or locality in accordance with Section 1 of the Naming Rules.</li> <li>• Check for compliance with the relevant naming rules in accordance with Sections 2, 3, 4, and 5 of the Naming Rules.</li> <li>• Ensure proposals include: <ul style="list-style-type: none"> <li>○ The proposed name.</li> <li>○ The location of the road, feature or locality, including a map and, if relevant, its current name.</li> <li>○ Background information on why Council should consider naming or changing the name or boundary including any historic reasons of local relevance.</li> <li>○ The reason for the proposal or why the current name is not considered appropriate or any other relevant information.</li> <li>○ Contact details of the proposer(s) and information on public consultation that has occurred and/or support and non-support that has been gathered from community members or groups.</li> </ul> </li> </ul> <p>Following initial review, Council will adhere to and follow the processes as detailed in the Naming Rules.</p>



Council Policy Manual  
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<b>Policy Adopted:</b>	Ordinary Meeting 19/08/04	Minute Book Page 12161	
<b>Policy Reviewed:</b>	Ordinary Meeting 06/04/06	Minute Book Page 13682	
	Ordinary Meeting 11/03/10	Minute Book Page 17759	
	Ordinary Meeting 16/07/15	Minute Book Page 31431	RecFind 15/002909
	Ordinary Meeting 15/11/17	Minute Book Page 36732	RecFind 17/004689
	Council Meeting 18/10/21		RecFind 21/008072



## 14.2 Audit and Risk Committee Meeting Minutes

*Directorate: Corporate and Community Services*

*Report Author: Governance Manager*

*Report Purpose: For Decision*

### **Purpose**

This report presents Council with the draft minutes of the Audit and Risk Committee Meeting held 16 September 2025.

### **OFFICER RECOMMENDATION:**

**That Council receives the minutes of the Audit and Risk Committee meeting held 16 September 2025.**

**Moved: Cr Jodie Pretlove**

**Seconded: Cr Richard Hicks**

**That Council receives the minutes of the Audit and Risk Committee meeting held 16 September 2025.**

**CARRIED UNANIMOUSLY (5 / 0)**

### **Declaration of Interest**

No officer declared an interest under the Local Government Act 2020 (LGA 2020) in the preparation of this report.

### **Background**

Section 53 (1) of the *Local Government Act 2020* requires that each Council establish an Audit and Risk Committee. The Audit and Risk Committee is a formally appointed Advisory Committee of Council.

The Audit and Risk Committee's role is to report to Council and provide appropriate advice and recommendations relevant to its charter in order to facilitate decision making by Council in relation to the discharge of its responsibilities. The Audit and Risk Committee plays a key role in assisting Council to fulfil its governance and overseeing responsibilities in relation to financial reporting, internal control, risk management systems, ethical accountability and the internal audit function.



The Audit and Risk Committee (the Committee) does not have executive powers or authority to implement actions in areas over which management has responsibility and does not have any delegated financial responsibility. The Committee does not have any management functions and is therefore independent of management. Their role is to review, report and provide independent advice.

### **Risk Management Implications**

Risk identified:

Financial risk

Regulatory risk

Reputation risk

Strategic risk

### **Legislative Implications**

The report complies with the requirements of the:  
Local Government Act 2020

### **Environmental Implications**

Not applicable

### **Financial and Budgetary Implications**

Not applicable

### **Policy Implications**

This report is supported by the following West Wimmera Shire Council Policy/s:

Fraud & Corruption Control Policy

Risk Management Policy

### **Council Plan Implications**

This report supports the following sections of the West Wimmera Shire Council Plan 2021 – 2025:

#### ***Goal 4 – Good Governance***

4.5 Maintain a rigorous risk management framework.

#### ***Goal 5 – Our Commitment Values***



Accountability - We will be responsible, take ownership of our actions and are committed to good governance, excellence, transparency and advocating for our community.

### **Communication Implications**

No Communication Implications

### **Equal Impact Assessment**

No Equal Impact Assessment is required

### **Conclusion**

The draft minutes of the previous Audit and Risk Committee meeting are attached for Council's information.

### **Attachments**

1. 2025 09 16 Audit and Risk Committee Minutes [**14.2.1** - 32 pages]



# West Wimmera Shire Council

## Audit and Risk Committee MINUTES

Tuesday 16 September 2025

2:00 pm

Online Meeting

### COUNCIL VISION

Our West Wimmera community is healthy, thriving, diverse, harmonious, prosperous, and self-sustaining, with regional and global connectivity

### OUR VALUES

**INNOVATIVE** - We will proactively respond to change, are optimistic about our future and pursue continuous improvement in everything that we do.

**ACCOUNTABLE** – We will be responsible, take ownership of our actions and are committed to good governance, excellence, transparency, achievement of goals and advocating for our community.

**UNITED** – We will do everything within our ability to encourage and form trusting Relationships, to work together as one team to achieve our goals and advocate for ‘One West Wimmera’.

**COLLABORATIVE** – We will actively and openly consult with you and work constructively with community organisations, agencies, the business community and other levels of government to our community’s benefit.



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## 1 Procedural

### 1.1 Required to Attend

#### Committee Members

Richard Ainio (Chair)  
Andrew Johnson  
Celeste Gregory  
Cr Tim Meyer  
Cr Jodie Pretlove

#### Executive Leadership Team, Managers and Officers:

David Bezuidenhout, Chief Executive Officer (CEO)  
Brendan Pearce, Director Infrastructure Development and Works (DIDW)  
Dalton Burns, Director Corporate and Community Services (DCCS)  
Jason Cay, Chief Financial Officer  
Phillip Gillin, Occupational Health, Safety and Risk Manager  
Katie Frost, Governance Manager

#### External Parties:

Kathie Teasdale, RSD Audit  
Paul Harrison, RSD Audit  
Cassandra Gravenall, Crowe

Welcome to Jason Cay, Council's new Chief Financial Officer.

### 1.2 Acknowledgment of Country

The West Wimmera Shire Council acknowledges the traditional custodians of the land on which we meet, and pays respect to their elders, past, present and emerging.

### 1.3 Apologies

Nil

### 1.4 Conflict of Interest Declarations

Nil

*All Members have a personal responsibility to ensure they are aware of the provisions mandated in the Local Government Act 2020 with regard to Conflict of Interest disclosures.*

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## 2 General Business

### 2.1 Confirmation of Previous Minutes

The minutes of the previous meeting of the Audit & Risk Committee held 10 June 2025 were attached for members' endorsement.

**Richard Ainio Moved and Celeste Gregory Seconded that the Audit and Risk Committee endorse the minutes from the previous meeting held 10 June 2025.**

## 3 Financial Reporting

### 3.1 Debtor Write-offs

*Report Author: Jason Cay, Chief Financial Officer*

The *Local Government Act 2020* requires monitoring and control of outstanding debts and their prompt recovery.

Council reviewed its debtor balances at the close of financial year 30 June 2025. As a result of this analysis, several small and immaterial debtor balances have been deemed uncollectable and have been written off. The total value of debtor write offs is \$3,903.55.

We continue to monitor debtor balances, and a further review of general debtor balances will be conducted on a regular basis.

We have an ongoing contract with and use CollectAU to manage outstanding rate debtors and collection strategies. We are currently working with CollectAU on properties awaiting potential S181 sale for the recovery of long-term rate debts.

**The Audit & Risk Committee receive and note this report.**



### 3.2 Draft Annual Financial Statement and Performance Statement

*Report Author: Jason Cay, Chief Financial Officer*

Council has prepared its Draft Annual 2024-25 Financial Statements and Performance Statement in accordance with the requirements of the *Local Government Act 2020*.

#### **Financial Summary 2024-25**

Council's financial position continues to remain sound with over \$10.840 million in cash and cash equivalents. This includes an early financial grant payment before the end of the current financial year of \$3.956m relating to 2025-2026. A summary of Council's performance is outlined below. Detailed information relating to Council's financial performance is included within the Financial Statements and Performance Statement attached to this report.

#### **Operating Position**

Council's operating result for the year indicates an underlying deficit of \$5.381 million including the advance payment of \$3.956 million in Financial Assistance Grants. Despite the shortfall of these budgeted cash inflows, the current ratio remained at 1.46 indicative of Council's capacity to meet its financial obligations.

Council capital works this year, aggregating to over \$6.695 million including \$4.456 million on Council owned assets and another \$2.239 million towards community owned assets.

Rates and Charges amounted to 30% of Council's total income for the year. They contributed \$8.936 million and were aligned with the rate cap of 2.5% for the year. Council received \$16.914 million from Commonwealth and State grants for both capital and operational projects and service delivery.

User fees grew to 834k, and statutory fees also increased to 159k, gain on disposal of assets also increase to 435k for the year. Investment income was down compared to the previous year to reflect lower cash reserves with income of 390k.

Council continues to invest in renewals of its critical infrastructure assets to provide safer road networks across the shire, and a recent survey has indicated that Council's road assessment is graded within some of the best benchmarks.

Employee Costs have remained in line with the budget with a variance to budgeted amounts linked to the increase in fringe benefits tax assessment and Workcover costs.



Depreciation had a major variance due to a detailed revaluation of its infrastructure assets and properties and additional depreciation charged on the assets added during the year.

Council's total assets of \$274.099 million are represented by \$261.586 million worth of Property, Infrastructure, Plant & Equipment (PIPE) and \$12.085 million in current assets. The current liabilities of \$8.286 million represent \$2.141 million towards trade payables and \$2.180 million in provisions, and related amounts. All the provisions were assessed for relevance and adequate financial backing at the end of financial year and have been adjusted to reflect Council's absolute potential liability.

100% of Council's total allocation of Financial Assistance Grants paid in 2024-2025 and an additional \$3.956 million relating to 2025-2026 was also paid in June, and the cash reserves have accordingly been increased. Council continues to be highly reliant on Commonwealth and State grants amid limited capacity to generate revenue from its own sources.

The draft Financial Statements 2024-25 are currently undergoing the audit process and are subject to any adjusting changes recommended by the external auditors.

There have been minor changes from the auditors.

External auditors proposed that the Financial Statements be endorsed subject to any material change from VAGO. Summary provided on the Closing Report.

**Celeste Gregory Moved and Andrew Johnson Seconded**

**That the Audit and Risk Committee:**

- 1. Approves 'in principle' the attached draft Annual Financial Statements for the year ended 30 June 2025 subject to any material changes resulting from the VAGO review, subject to those changes they can be presented to Council.**
- 2. Approves 'in principle' the attached draft Performance Statement for the year ended 30 June 2025 subject to completion of work by the External Auditors and the review by VAGO. Any material changes to be approved by the Audit and Risk Committee resulting from the VAGO review. Subject to this the Performance Statement can go to Council for review and approval.**
- 3. Recommends that Council resolves under S.99 (3) of the *Local Government Act 2020* to nominate two councillors as signatories to certify the Financial Statements and Performance Statement for the year ended 30 June 2025 in their final forms.**



### 3.3 Draft Annual Report 2024-25

*Report Author: David Bezuidenhout, Chief Executive Officer*

Council has prepared its Draft Annual Report for 2024-25 in accordance with the requirements of the *Local Government Act 2020*.

The 2024-25 Annual Report is presented to the Audit and Risk Committee for information.

**The Audit and Risk Committee receives and notes the Annual Report.**



### 3.4 Interim Financial Report for Q4 ending 30 June 2025 including Annual Plan Update

*Report Author: Jason Cay, Chief Financial Officer*

#### **Background**

Council passed a revised budget at an Unscheduled Council Meeting held 28 March 2025. The finance report ending 30 June 2025 has been reported against the revised budget.

Council's financial performance for the period 1 July 2024 to 30 June 2025 is currently favorable to the revised budget by \$687K because of several timing variations.

Comprehensive financial data is attached to this report, namely:

- Interim Profit and Loss Statement for the 12 months ended 30 June 2025
- Interim Balance Sheet as at 30 June 2025
- Interim Statement of Cash Flows for the 12 months ended 30 June 2025
- Interim Capital Works report for the period to 30 June 2025

Observations are made below in relation to these statements:

#### **Interim Profit and Loss Statement for the twelve months ended 30 June 2025**

Total Operating Income was within 3% of the budget for 1 July 2024 to 30 June 2025, with higher-than-expected other income. Financial Assistance Grants for the 2026 year, received in June (about \$4M), has not been recognised in the 2025 FY Profit and Loss it has now been confirmed that it will be required to be reported in the 2025 financial statements. A year end adjustment to record this receipt as revenue will be required.

Net gain on disposal of assets is well above budget for the period due to the written down value of assets disposed of continuing to be held on balance sheet until year end reconciliation of fixed assets is undertaken. This adjustment will reduce the gain to approximately breakeven levels.

Commonwealth capital grants are tracking below budget primarily due to the timing of capital grant payments for Roads to Recovery and LRCIP. Several grant acquittals payments remain outstanding and are still waiting to be settled.

Total Operating Expenses are tracking within 2% of budget. Both Employee Costs and Material and Services are currently reporting favourable to budget. Officers will work with auditors to calculate employee costs accrual to record provision for year end employee costs outstanding as at 30 June 2025. It is anticipated that we will accrue approximately \$300K.

Work in Progress (WIP) is not included in Property Plant and Equipment in the Balance Sheet because these items are capitalised at the end of the financial year.



### **Balance Sheet as at 31 March 2025**

Net Assets have reported decreased by approximately \$10M to \$258M when compared to the close of FY2024. This decrease was due to a decrease in property plant and equipment resulting from the recording of depreciation of fixed assets. Further, as mentioned above, WIP assets have not been recorded in the Balance sheet at this stage and will increase recorded net assets by \$7.125M. Council drew down on the loan from TCV during June 2025 to the extent of \$2M. The borrowing was drawn because of unknown timing of FAGS payments and strengthen working capital.

### **Statement of Cash Flows for the 9 months ended 31 March 2025**

The Opening Cash and cash equivalents amount of \$8,043,264 at 1 July 2024 was lower than the budgeted forecast due to non-receipt of Financial Assistance Grant funding before 1 July 2024. The budgeted cash forecast was based on the assumption that this funding would be received by Council in FY2024.

Overall cash remains steady for the year to 30 June 2025 however we have received approximately \$4M in FAGS ahead of the 2026 financial year and only reported a favourable cash movement for 2025 financial year of \$2.8M.

### **Capital works for the period to 30 June 2025**

The Capital works program as of 30 June is \$1.2M under budget with a small number of projects continuing into the 2026 FY. Six road projects are continuing into the next financial year along with the Edenhope Aerodrome upgrade. The capital program will come in under budget resulting from the deferring of projects and plant and fleet replacements.

### **Risk Management Implications**

Financial: The timing of grant funding payments to Council resulted in its cash position being less than originally forecasted. These timing considerations, the broader constriction in the general availability of grant funding, seasonal implications for capital works and the related capitalisation of operational expenses, and the severely depleted rates base, necessitate careful scrutiny and the conservative and prudent management of all current and future expenditure.

In summary, the interim financial reports for the year ended 30 June 2025 reflect a generally stable fiscal position, with operating income and expenses tracking closely to budgetary expectations despite certain timing variances in grant funding. The capital works program remains under budget, with some projects carrying forward to the next financial year, and the Council's net assets are expected to increase upon capitalization of work in progress. The prudent and timely management of funds, considering external funding constraints and seasonal uncertainties, remains essential for maintaining long-term financial sustainability. Alignment with the Council Plan's good governance objectives ensures ongoing



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commitment to transparency, accountability, and rigorous risk management moving forward.

**The Audit and Risk Committee receives and notes the Financial Report for Q4 2024/2025 including capital works the Annual Plan update.**

**Attachments**

{attachment-list-do-not-remove}



### 3.5 Draft Long Term Financial Plan

*Report Author: Jason Cay, Chief Financial Officer*

#### **Background**

Under Section 91 of the Local Government Act 2020 (Vic), A Council must develop or review the Financial Plan in accordance with its deliberative engagement practices and adopt the Financial Plan by 31 October in the year following a general election.

Council's planning framework comprises the key plans that guide Councils work and decision making and connects the long-term community needs and aspirations. The Community Vision, 4-year Council Plan (including the Health and Wellbeing Plan) and Long Term Financial Plan are key documents of the planning framework.

The Long Term Financial Plan defines the broad financial framework for Council over the next ten years. Assumptions underpinning the Plan are transparent and the decisions that need to be made to resource the services and capital works outlined in the Council Plan are made clear.

The Draft LTFP uses the LTFP model to document key assumptions about council's financial drivers, including projected increases in rates income, grant income, wages, salaries, and other expenses. The Draft LTFP will be placed on public exhibition for community feedback before being presented to Council before 31 October 2025 in accordance with the Local Government Act 2020.

**The Audit and Risk Committee receives and notes the Draft Long Term Financial Plan.**



### 3.6 CEO Corporate Card Expenditure

*Report Author: Jason Cay, Chief Financial Officer*

West Wimmera Shire Council holds a small number of credit cards for the use of staff and the Mayor. Statements from the CEO's credit card along with a quarterly report detailing the usage by cardholder and by expenditure type are provided for the Committee's information.

A standing item at all Audit and Risk Committee meetings will be a sighting and check of the review of WWSC Credit Cards.

In addition to the presentation of the CEO Credit Card statements, quarterly reports are presented for the period 5 June 2025 – 4 September 2025 detailing the usage by cardholder and by expenditure type.

**ACTION: To investigate other options to avoid the fees associated with the credit cards.  
Other expenses to be detailed in future reports.**

**The Audit and Risk Committee notes the use of Council Credit Cards.**



### 3.7 Councillor & CEO Reimbursements

*Report Author: Jason Cay, Chief Financial Officer*

The *Local Government Act 2020* allows that Councillors and staff including the Chief Executive Officer are not left out of pocket for the carrying out of Council business. Accordingly, any out of pocket expenses incurred by Councillors and the Chief Executive Officer can be reimbursed to them upon receipt of a suitable claim.

From time-to-time Councillors and the Chief Executive Officer incur expenses in the course of undertaking Council Business. These expenses may include travel, accommodation, meals or minor equipment necessary to undertaking Council business. It is reasonable that these expenses be reimbursed.

Reimbursement is made after a claim is submitted in the appropriate form including the provision of receipts. Councillor claims are approved or rejected by the Chief Executive Officer, with the any claims made by Chief Executive Officer being approved or rejected by the Mayor.

Reimbursements are approved in accordance with Council's Councillor Expense Policy and must show a nexus to formal Council business.

Councillor and Chief Executive Officer reimbursements are attached for Member's information, in accordance with s.40(2) of the *Local Government Act 2020*.

**The Audit & Risk Committee receive the report on Councillor and Chief Executive reimbursements.**



## 4 Internal Audit

### 4.1 Internal Audit Update Report

Kathie Teasdale and Paul Harrison from RSD Audit provided an update on the internal audit program. RSD have recently completed the internal audit into Occupational Health and Safety, with the final report attached for members' information.

The next internal audit is Emergency Management due to be conducted in late 2025. Initial discussion regarding the audit strategy centred around the Financial Sustainability internal audit being conducted next however required the completion of the Long Term Financial Plan. As a result, Financial Sustainability will follow Emergency Management internal audit in early 2026.

**The Audit and Risk Committee noted the report.**



## 4.2 Draft scopes for projects to be completed in the next 12 months

*Report Author: Jason Cay, Chief Financial Officer*

The Local Government Act 2020 (“the Act”) sets out that the Council is responsible to ensure that all functions of the Council are operating in accordance with applicable rules and regulations for accountability and transparency and that all records are kept up to date in a manner ensuring complete compliance to the Council policies and the provisions of the Act.

The Council in consultation with the Audit & Risk Committee assigns internal audit for different operational areas of the Council to determine if there are areas of potential improvement to their compliance for accountability, transparency, and adequate records management.

RSD Audit have a complete list of our upcoming projects and scope of those upcoming assignments are determined and reviewed from time to time. RSD Audit will present the planned scope of their assignments for next 12 months.

**The Audit & Risk Committee receives and notes the scope of upcoming internal audit on Emergency Management.**



### 4.3 Draft Annual Internal Audit Plan

*Report Author: Jason Cay, Chief Financial Officer*

The proposed internal audit plan for the next three financial years (2025–2028), as developed in consultation with our internal auditors, RSD Audit was presented.

Internal audits are a key component of the organisation’s governance and risk management framework. They provide independent assurance that our risk management, governance, and internal control processes are operating effectively.

RSD Audit has been appointed as our internal auditor for the current engagement period. In consultation with management and aligned to our strategic risk register and operational priorities, RSD Audit has proposed a structured three-year internal audit plan. The plan aims to provide comprehensive coverage of key risk areas across the organisation while maintaining flexibility to adapt to emerging risks.

Local Government Act 2020 (Vic) itself does not prescribe detailed internal audit planning requirements, it establishes the requirement for sound financial management and risk oversight through the Audit and Risk Committee.

The Victorian Government’s Better Practice Guide for Audit and Risk Committees recommends that:

- Councils should maintain a rolling three-year internal audit plan, aligned to the council’s risk profile, which is approved by the Audit and Risk Committee and reviewed annually.

**The Audit and Risk Committee noted the report.**



#### 4.4 Internal Audit Actions

*Report Author: Jason Cay, Chief Financial Officer*

An Internal Audit Action Plan is a structured response developed to address findings and recommendations arising from internal audits. It outlines the actions required, responsible parties, and timelines for implementation. Conducting a review of the action plan offers several key benefits:

- Improved accountability and oversight of processes
- Strengthened risk management
- Better Resource Allocation
- Enhanced Transparency and Communication
- Continuous organisational improvement
- Demonstrated Commitment to Good Governance

An Internal Audit Action Plan is a vital tool for translating audit insights into meaningful improvements. It supports organisational learning, ensures corrective actions are taken, and enhances the overall effectiveness of internal controls and governance frameworks.



## 5 External Audit

### 5.1 External Audit Update Report

Cassandra Gravenall from Crowe Australasia provided an update on the external audit for members' information.

**The Audit & Risk Committee received the External Audit Update.**



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## 5.2 Confidential Discussion

A confidential section of the meeting allowed for the Audit and Risk Committee members to meet with the internal and external auditors to discuss and provide any feedback to the Committee.



## 6 Risk Management & Internal Controls

### 6.1 OHS & Risk Management Update

*Report Author: Phil Gillin, OHS & Risk Manager*

This report provides an update to the Audit and Risk Committee on current and emerging risk management and OHS issues.

Council's risk register provides a high-level rating of risks which affect Council's service provision. All actions carry some level of risk, whilst it is not possible to eliminate risk, Council can employ a system of internal controls to mitigate the potential occurrence and effects of risk. The register records those risks which are at a strategic level which Council believes may have a material impact upon its operations, and a summary of the internal controls in place to manage the risk. Council updated the Strategic Risk Register at the Strategic Risk Review Committee Meeting held on the 2 September 2025.

A verbal update will be provided by the OHS & Risk Manager outlining the following attachments:

**Appendix 1 OHS Committee Minutes No 173 26 August 2025**

**Appendix 2 Minutes Strategic Risk Review Committee 2 September 2025**

**Appendix 3 Strategic Risk Register Current 2 September 2025**

**Appendix 4 JLT JMAPP Property Risk Awareness Presentation 2025**

**Appendix 5 JLT Tree Risk Management Workshop Presentation**

**Appendix 6: Insurance Renewal Review 2025-26**

**Appendix 7: JMAPP Committee Meeting Agenda**



**Incident Reporting**

Title	2024					2025					
	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Q4	%	Total
Incidents	3	3	7	9	22	4	7	4		15.38%	15
Hazard	8	8	15	6	37	8	11	14		6.45%	33
Near Miss	4	2	6	9	21	3	5	5		8.33%	13
Vehicle	6	7	2	3	18	5	9	7		40%	21
Total	21	20	30	27	98	20	32	30		15.49%	82

2 new Workcover claims have been lodged in the reporting period.

The incident reporting period is from 14 May 2025 – 21 August 2025.

**Notifiable Incidents**

. Medical episode at the Kaniva Depot.

**Training Update**

**Completed**

- Council First Aid (Extra sessions) 27 August 2025.
- Biannual hearing assessments 5 August 2025.

**Upcoming**

- Skin Cancer checks October 2025.
- Health and Safety Representatives refresher October.
- Manual Handling November 2025.

**Policies and Procedures update**

**Approved**

Nil



### **OHS Management Plan**

The OHS Management Plan is being developed as a key strategic OHS document, it will provide a framework of OHS within the Council and will link external documents within the plan. The OHS Management Plan will be managed on the Intranet, also on the intranet will be links to insurance, risk management and Work Cover procedures.

Incorporated in the plan will be a 3-year quality plan to improve both compliance and capacity of OHS within Council.

It is currently 70% complete.

### **OHS Committee Minutes**

#### **Appendix 1 OHS Committee Minutes No 173 26 August 2025**

##### **Contractor Induction**

The KPI for contractor induction is to have all contractors inducted that work for the West Wimmera Shire Council.

The Council is currently upgrading the users of the contractor management portal and providing training.

Access to check all approved contractors will be made available to all Council employees.

##### **Business Continuity Plan (BCP)**

The Business Continuity Plan (BCP) 2026 will begin with a desk top audit to be undertaken by Jardine Llyod Thompson (JLT) in February 2026.

##### **Legal Matters**

Nil

### **RISK MANAGEMENT UPDATE**

#### **Strategic Risk Review Committee**

On the 2 September 2025 the Strategic Risk Review Committee meeting was held.

The eight current strategic risks were reviewed and presented by the risk owners at the meeting.

#### **Appendix 2 Minutes Strategic Risk Review Committee 2 September 2025**

#### **Appendix 3 Strategic Risk Register Current 2 September 2025**

General Business included

JLT JMAPP Property Risk Awareness Workshop

#### **Appendix 4 JLT JMAPP Property Risk Awareness Presentation 2025**



MAV Tree Risk Management Workshop

**Appendix 5 JLT Tree Risk Management Workshop Presentation**

RSD OHS external Audit

Insurance Renewal Report 2025-26

**INSURANCE**

**Insurance Renewal Review 2025-26**

Councils 2025-26 insurance renewal has been finalized the outcome of the renewal has been positive with an overall saving on Council insurance renewal of \$94,563.00.

The cover of all classes of insurance has been reviewed to better reflect the value of assets and the extent of liability to protect Councils interests.

**Appendix 6: Insurance Renewal Review 2025-26**

On the 9 September 2025 I will attend the JMAPP Committee Meeting representing the Northwestern Region of Victoria.

**Appendix 7: JMAPP Committee Meeting Agenda**

**WORKCOVER**

The 2025-26 Workcover premium is \$367,689 compared to the 2024-25 Workcover premium of \$460,427.00 representing a 20.14% saving of \$92,738.00, this has been achieved by strategic proactive management of long tail claims and new claims key components of the strategy are;

- Manage long tail claims which have all been finalized.
- Engage AEGIS to support claims management and return to work programs.
- Engage EML as Councils Workcover insurer who have been exceptional.
- Providing senior staff training annually about working in the complex area of Workcover and what they can do too effectively manage Workcover claims and return to work processes.

The MAV created a self-insurance scheme for Victorian Councils called the MAV Workcare scheme the West Wimmera Shire Council was one of 36 Councils to join the scheme which begun in November 2017 the MAV Workcare scheme had its licences revoked on 30 June 2022. Council still has a commitment to the scheme for 6 years which consists of a \$2,500.00 administration fee and every 3 years a readjustment to service new and existing claims.

This year Council received an invoice from the MAV Workcare scheme for \$30,674.00 for Councils third year adjustment.



Council will receive its second and final adjustment in 2028.

**The Audit and Risk Committee receives and notes the OHS & Risk update.**



## 6.2 Policy Tracker

*Report Author: Katie Frost, Governance Manager*

As part of its annual work plan, the Audit and Risk Committee is to be provided with the Policy Tracker bi-annually for review. This document lists all of Council's policies, review cycles and review dates. Council maintains a single database of all policies through the program RelianSys.

The Policy Tracker provides Council with a significant risk mitigation tool in that it provides Council with oversight over the review of Council policies which form a fundamental building block of Council's risk management process.

**The Audit and Risk Committee receives and notes the Policy Tracker.**



### 6.3 Legislative Compliance Framework & Tracker

*Report Author: Katie Frost, Governance Manager*

Council recognises that as a government body, it has a significant responsibility to comply with legislative obligations and must comply with obligations set out in the *Local Government Act 2020* and its regulations.

The role of a council is to provide good governance in its municipal district for the benefit and wellbeing of the municipal community. It must, in the performance of its role, give effect to the overarching governance principles outlined in the *Local Government Act 2020*.

Council has developed a legislative compliance tracker to capture Council's progress towards achieving statutory deadlines which is attached to this report.

**The Audit and Risk Committee noted the Legislative Compliance Tracker.**



## 7 Other Responsibilities

### 7.1 CEO Update

The Audit and Risk Committee requested at its meeting held 5 April 2022 that an update from Council's Chief Executive Officer be added as a standing item to the agenda, to be presented at quarterly meetings.

The Chief Executive Officer provided a verbal update on organisational matters relevant to the Audit and Risk Committee.

**The Audit and Risk Committee noted the CEO update.**



## 7.2 AC Self Evaluation & Assessment Survey

*Report Author: Dalton Burns, Director Corporate & Community Services*

An Audit and Risk Committee Self-Evaluation and Assessment Survey is a structured tool used to assess the effectiveness, performance, and functioning of the Audit and Risk Committee (ARC). It is typically completed annually by committee members to promote accountability, improve governance practices, and identify areas for enhancement.

The survey was conducted online using SurveyMonkey. Three responses were received and for all questions that were answered responses ranged between adequate and more than adequate.



### 7.3 Audit & Risk Committee Work Plan

*Report Author: Jason Cay, Chief Financial Officer*

This report presents the proposed Audit and Risk Committee Work Plan for 2025. The work plan outlines the key activities and areas of focus for the Committee over the course of the year, ensuring it effectively fulfils its responsibilities in relation to financial reporting, risk management, internal controls, internal and external audit oversight, and compliance.

The plan is structured to align with the Committee's terms of reference and the broader governance and assurance framework of the organisation. It provides a forward schedule of agenda items for each meeting, enabling the Committee to discharge its duties in a timely, structured, and proactive manner. The work plan is intended to remain flexible to allow for the inclusion of emerging risks, regulatory changes, or other matters requiring the Committee's attention during the year.

**The Audit and Risk Committee receives and notes the annual Work Plan.**



#### 7.4 Review Outstanding Action Items

*Report Author: Jason Cay, Chief Financial Officer*

The Audit Committee recommends particular actions to Council and management from time to time with an aim of improving governance and accountability.

For the Audit Committee to be effective it should make recommendations to Council and management on improvements that can be made to Council's governance controls and must then follow up with Council and Management as to the implementation status of these recommendations.

The attached schedule outlines the status of recommendations the Audit Committee has made at its meetings.

It is important that the Audit Committee follow up on the progress of any recommendations it has made to ensure that Council maintains a sound governance and internal control framework.

**The Audit and Risk Committee receives the report on Outstanding Action Items for information.**



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**Confidential Discussion**

A confidential section of the meeting allowed for the Audit and Risk Committee to meet with the internal and external auditors to discuss and provide any feedback to the Committee.

**Next Meeting:**

9 December 2025



## 14.3 Quarterly Budget Report and Annual Plan Update Q1 - 30 September 2025

*Directorate:* Corporate and Community Services  
*Report Author:* Director Corporate and Community Services  
*Report Purpose:* For Discussion

### Purpose

The financial report for the first quarter to September for the 2025-2026 financial year is presented here for consideration of the Council. The report includes the Draft Income Statement, Balance Sheet, Annual Plan Progress Report, and Capital Works Program report.

### OFFICER RECOMMENDATION:

**That Council receive and note the Quarterly Budget Report and the Annual Plan update for Q1 ending 30 September 2025.**

**Moved:** Cr Richard Hicks

**Seconded:** Cr Jodie Pretlove

**That Council receive and note the Quarterly Budget Report and the Annual Plan update for Q1 ending 30 September 2025.**

**CARRIED UNANIMOUSLY (5 / 0)**

### Declaration of Interest

No officer declared an interest under the Local Government Act 2020 (LGA 2020) in the preparation of this report.

### Background

The Council adopted its budget for the financial year 2025-26 with a target revenue of \$26.454 million for the year with an estimated \$29.297 million in expenses to generate a deficit of \$2.843 million at the end of fiscal year. The commentary below highlights variations against budget.



## **Profit and Loss**

### **Operating Income**

Operating income is 8% below budget due to a smoothed monthly allocation of operating grants. Since much of the FAGS funding was received and recognised in FY2025, we expect to remain behind budget until June 2026.

### **Non-Operating Income**

Commonwealth capital grants are budgeted evenly throughout the year. No payments were received in July 2025. A claim has been submitted for the first R2R payment totaling \$593,000 for scheduled works this quarter, and a payment of \$229,000 is anticipated for the recently completed Mooree Road widening project. It is expected that the budget will align by the end of the quarter.

Initial State capital grant payments have been received for projects not originally included in the budget: Goroke AFL Lights (\$304,000), Kaniva Bowls (\$330,000), and Goroke Swimming Pool (\$36,000).

### **Operating Expenses**

Employee costs are under budget due to ongoing Enterprise Agreement negotiations. Materials and services spending is below budget with several accounts exceeding budget including annual insurance premiums, motor vehicle registration being offset by lower than expected spend in contractors.

### **Balance Sheet**

Council rates have been levied and are now sitting as receivable on the balance sheet. With an associated payable approx. \$2M recorded as payable for the Emergency Service and Volunteer Fund levied as part of the rates process.

### **Capital Works**

Minimal capital works have been conducted to September 2025.

### **Risk Management Implications**

Risk identified: Financial risk



### **Legislative Implications**

The report complies with the requirements of the:

Local Government Act 2020

### **Environmental Implications**

Nil

### **Financial and Budgetary Implications**

The financial risk rating has been assessed as: Low

### **Policy Implications**

This report is supported by the following West Wimmera Shire Council Policy/s:

Fraud & Corruption Control Policy

### **Council Plan Implications**

This report supports the following sections of the West Wimmera Shire Council Plan 2021 – 2025:

#### ***Goal 4 – Operational excellence***

4.5 Strive for long-term financial sustainability.

### **Communication Implications**

No Communication Implications

### **Gender Equality**

No Equal Impact Assessment is required

### **Conclusion**

The first-quarter financial results indicate that Council is tracking in line with the adopted budget, with noted variances explained in the accompanying reports. Continued monitoring and proactive management will be essential to ensure delivery of the Annual Plan and Capital Works Program within the approved financial parameters for the remainder of the 2025–26 financial year.



## Attachments

1. Finance Statements Sep 2025 [**14.3.1** - 3 pages]
2. Capital report September 2025 [**14.3.2** - 1 page]
3. Q 1\_2025-26 update annual plan ut 1 Px- Jdo E 6 G J 1 T Mn Uzkow [**14.3.3** - 8 pages]

## Profit and Loss

West Wimmera Shire Council

For the 3 months ended 30 September 2025

Account	Actual YTD	Budget YTD	Budget Variance	% Var.	Annual Budget Notes
<b>Operating Income</b>					
Rates and Charges	9,253,379	9,190,678	62,701	1%	9,184,935
User Fees	167,513	148,950	18,563	12%	596,276
Statutory Fees and Fines	17,022	24,562	(7,540)	-31%	171,779
Contributions	0	75,501	(75,501)	-100%	302,004 1
Operating Grants	1,560,248	2,539,264	(979,016)	-39%	9,915,356 2
Interest Income	43,153	7,500	35,653	475%	30,000
Other Income	506,463	520,352	(13,889)	-3%	2,131,822
<b>Total Operating Income</b>	<b>11,547,779</b>	<b>12,506,807</b>	<b>(959,028)</b>	<b>-8%</b>	<b>22,332,172</b>
<b>Gross Profit</b>	<b>11,547,779</b>	<b>12,506,807</b>	<b>(959,028)</b>	<b>-8%</b>	<b>22,332,172</b>
<b>Non Operating Income</b>					
Net gain / (loss) on disposal of assets	0	28,749	(28,749)	-100%	114,996
Commonwealth Capital Grants	229,000	869,457	(640,457)	-74%	3,477,828 3
State Capital Grants	1,077,469	132,177	945,292	715%	528,708 4
<b>Total Non Operating Income</b>	<b>1,306,469</b>	<b>1,030,383</b>	<b>276,086</b>	<b>27%</b>	<b>4,121,532</b>
<b>Operating Expenses</b>					
Employee Costs	2,824,104	2,767,794	56,310	2%	11,071,176
Materials & Services	2,249,292	2,431,600	(182,308)	-7%	9,267,986 5
Interest Expense	13,889	20,001	(6,112)	-31%	80,004
Depreciation	2,071,033	2,092,128	(21,095)	-1%	8,368,512
Other Expenses	97,085	299,083	(201,998)	-68%	508,493
<b>Total Operating Expenses</b>	<b>7,255,402</b>	<b>7,610,606</b>	<b>(355,204)</b>	<b>-5%</b>	<b>29,296,171</b>
<b>Net Operating Profit</b>	<b>4,292,376</b>	<b>4,896,201</b>	<b>(603,825)</b>	<b>-12%</b>	<b>(6,963,999)</b>
<b>Net Profit (including Non Operating Income)</b>	<b>5,598,845</b>	<b>5,926,584</b>	<b>(327,739)</b>	<b>-6%</b>	<b>(2,842,467)</b>
<b>Work in Progress</b>					
Work in Progress - Wages	3,458	0	3,458	0%	0
Work in Progress - Wages Oncosts	1,660	0	1,660	0%	0
Work in Progress - Contractors	13,612	0	13,612	0%	0
Work in Progress - Materials	6,951	0	6,951	0%	0
<b>Total Work in Progress</b>	<b>25,682</b>	<b>0</b>	<b>25,682</b>	<b>0%</b>	<b>0</b>

### Notes

- Contributions for the construction of the Edenhope Recreation Reserve are sitting on the Balance Sheet to be recognised in line with the project progress.
- We have received 12.5% of the total 2026 FY FAGS allocation this FY. We budgeted for the allocation to be received equally across the FY however received and recognised 50% in the 2025 FY. Providing the payment schedule remains constant we should meet budget with a substantial payment in late 2026FY for the following FY.
- We are yet to receive any of the budgeted \$2.44M in R2R (Roads to Recovery) funding for the 2026 FY. A Q2 claim has been submitted and should be paid by the end of the quarter.
- We have received initial payments for the Sports and Rec grants for Goroke Rec Reserve, Kaniva Bowls club and TAC projects that have been confirmed funding this year that were not budgeted.
- Several accounts have received significant expenses upfront but should meet budget by the end of year these include insurance (\$127K), motor vehicle registration (\$87K) and software licences (\$154K), offsetting these overspends is a significant underspend in contractors (\$722K). Contractor spend is budgeted evenly across the year however significant seasonal factors affect the actual expenses including pool open hours, construction claims for Edenhope Rec change rooms, contracted roads works for Vic Roads roads.

## Balance Sheet

West Wimmera Shire Council  
As at 30 September 2025

Account	30 Sept 2025	30 June 2025
<b>Assets</b>		
<b>Current Assets</b>		
Cash and Cash Equivalents	9,735,002	10,835,182
Trade & Other Receivables	10,778,924	987,940 <sup>1</sup>
Inventory	148,682	106,527
Prepayments	0	20,020
Other Assets	0	17,001
<b>Total Current Assets</b>	<b>20,662,608</b>	<b>11,966,670</b>
<b>Non-current Assets</b>		
Property, Plant and Equipment	259,514,235	261,585,268
Investment in Associates	427,870	427,870
<b>Total Non-current Assets</b>	<b>259,942,106</b>	<b>262,013,138</b>
<b>Total Assets</b>	<b>280,604,714</b>	<b>273,979,808</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Trade & Other Payables	3,647,002	2,222,818 <sup>2</sup>
Trust Funds & Deposits	744,820	612,645
Contract Liabilities	928,509	1,152,978
Provisions	2,196,253	2,179,342
Loan - Treasury Corporation of Victoria	2,000,000	2,000,000
<b>Total Current Liabilities</b>	<b>9,516,585</b>	<b>8,167,784</b>
<b>Non-current Liabilities</b>		
Provisions	298,686	298,686
<b>Total Non-current Liabilities</b>	<b>298,686</b>	<b>298,686</b>
<b>Total Liabilities</b>	<b>9,815,271</b>	<b>8,466,470</b>
<b>Net Assets</b>	<b>270,789,443</b>	<b>265,513,338</b>
<b>Equity</b>		
Asset Revaluation Reserves	229,870,458	229,870,458
Restricted Reserves	1,945,371	2,242,431
Retained Earnings	38,973,613	33,400,450
<b>Total Equity</b>	<b>270,789,443</b>	<b>265,513,338</b>

1. 2026 FY rates are raised and reported as receivable

2. \$2.3M of fire service levy is reported as payable as part of the rates raising

## Statement of Cash Flows

West Wimmera Shire Council

For the 3 months ended 30 September 2025

<b>Account</b>	<b>Jul-Sept 2025</b>	<b>2025</b>
<b>Operating Activities</b>		
Rates and Charges	(1,473,578)	8,852,341
Statutory fees and fines	22,271	164,809
User Fees	1,415,270	788,755
Grants - Operating	1,331,529	14,930,658
Grants - Capital	809,269	2,511,103
Contributions	0	76,364
Interest received	60,155	390,695
Receipts from other income	740,419	2,048,227
Employee costs	(3,491,316)	(11,602,438)
Payments for materials and services	(421,224)	(10,538,467)
Cash payments from other operating activities	(101,473)	(558,400)
Interest Expense	(13,889)	(913)
<b>Net Cash Flows from Operating Activities</b>	<b>(1,122,569)</b>	<b>7,062,733</b>
<b>Investing Activities</b>		
Payment for property, plant and equipment	(111,636)	(11,827,506)
Disposal of assets	0	468,968
Assets - Parks, open spaces and streetscapes	0	4,413
Assets - Recreation, leisure and community	0	389,585
Assets - Computers and Telecomms	0	4,445,901
<b>Net Cash Flows from Investing Activities</b>	<b>(111,636)</b>	<b>(6,518,638)</b>
<b>Financing Activities</b>		
Trust Funds & Other Deposits	132,175	247,436
Other cash items from financing activities	1,850	2,000,000
<b>Net Cash Flows from Financing Activities</b>	<b>134,025</b>	<b>2,247,436</b>
<b>Net Cash Flows</b>	<b>(1,100,180)</b>	<b>2,791,531</b>
<b>Cash and Cash Equivalents</b>		
Cash and cash equivalents at beginning of period	10,834,795	8,043,264
Net change in cash for period	(1,100,180)	2,791,531
Cash and cash equivalents at end of period	9,734,615	10,834,795

**Capital Works Program**  
West Wimmera Shire Council  
For the year to date ending 30 September 2025

Description	Comments	Budget 2026 FY \$	Actual 30 June 2026 \$	Budget Remaining \$	Financial Progress %
<b>Rural &amp; Urban Drainage</b>	<b>Provision only</b>	<b>30,000</b>	-	<b>30,000</b>	<b>0%</b>
<b>Footpaths</b>	<b>Provision only</b>	<b>10,000</b>	<b>1,666</b>	<b>8,334</b>	<b>17%</b>
<b>Kerb &amp; Channel</b>	<b>Provision only</b>	<b>10,000</b>	<b>2,025</b>	<b>7,975</b>	<b>20%</b>
<b>Buildings, Structures &amp; Land</b>		<b>546,709</b>	<b>8,324</b>	<b>538,385</b>	<b>2%</b>
Connection of Council properties into Goroke Sewer		8,000	148	7,852	2%
Kaniva Pool Painting		10,000	2,200	7,800	22%
Goroke pool painting		10,000	4,436	5,564	44%
Apsley mens urinal and drain replacement		10,000	-	10,000	0%
Johnny Mullagh Discovery Centre Floor leveling		15,000	-	15,000	0%
Goroke Pool Water Leak		5,000	1,102	3,898	22%
Water Chlorinator (Goroke Swimming Pool)		40,000	-	40,000	0%
Kaniva Depot -		150,000	85	149,915	0%
Library Open access		198,709	-	198,709	0%
West Wimmera Workers Accomodation (subject to funding)	Council contribution only	100,000	-	100,000	0%
Edenhope office		-	352	- 352	100%
<b>Open Space</b>		<b>303,700</b>	<b>498</b>	<b>303,202</b>	<b>0%</b>
Incidental Park Furniture	Provision if required only	20,000	-	20,000	0%
Kaniva Dog Park		90,000	64	89,936	0%
Goroke PreSchool Playground Upgrade		193,700	-	193,700	0%
Apsley Playground		-	434	- 434	100%
<b>Roads</b>		<b>1,788,408</b>	-	<b>1,788,408</b>	<b>0%</b>
Mooree Road, Reconstruction and Widening, Ch 5800 - Ch 7600 x 6.2m seal	Final seal	79,236	-	79,236	0%
Goroke Nurcoung, Reconstruction and Widening Ch 1200 - Ch 2600 x 6.2m seal	Final seal	61,628	-	61,628	0%
South Lillimur Rd Ch 21640 - Ch 22540 x 4.2m seal	Final seal	26,838	-	26,838	0%
Elizabeth St, Edenhope, Parking Lane construction, Anne St - Mollison St, South Side	Final seal	10,850	-	10,850	0%
Edenhope Aerodrome Taxiway	Final seal	15,000	-	15,000	0%
Yearinga Rd Ch 2826 - Ch 3651 x 6.0m seal	Final seal	35,200	-	35,200	0%
Mooree Road, Reconstruction and Widening, Ch 4560 - Ch 5800 x 6.2m seal		476,656	-	476,656	0%
Local Road Railway Crossings - Signage and speed limit		100,000	-	100,000	0%
Lake St, Edenhope - Wombat crossing and speed limit		102,000	-	102,000	0%
Apsley Natimuk Rd and Patyah Bringalbert North Rd corner		831,000	-	831,000	0%
Kadnook - Connewirricoo Rd., Reconstruction & Widening, Ch 990 - Ch 4710 x 6.2m seal (SUBJECT TO FUNDING)	Council contribution (year 1 only)	50,000	-	50,000	0%
<b>Linemarking</b>	<b>Provision only</b>	<b>20,000</b>	-	<b>20,000</b>	<b>0%</b>
<b>Shoulder Resheeting</b>		<b>400,000</b>	-	<b>400,000</b>	<b>0%</b>
<b>Resheeting</b>		<b>1,354,418</b>	-	<b>1,354,418</b>	<b>0%</b>
<b>Street Lighting</b>	<b>Provision only</b>	<b>10,000</b>	-	<b>10,000</b>	<b>0%</b>
<b>Projects carry forwards</b>		<b>570,454</b>	<b>13,169</b>	<b>557,285</b>	<b>2%</b>
Budjik St Footpath, Farmers St - Webb St W4815		56,100	1,350	54,750	2%
Budjik St, Kaniva, Madden St - Sport St - DESIGN ONLY W4835		39,008	-	39,008	0%
External painting of Kaniva town hall W4819		78,000	10,433	67,567	13%
Yearinga Rd Ch 2826 - Ch 3651 x 6.0m final seal W4704		35,145	-	35,145	0%
Edenhope Aerodrome Fire Upgrade W4699		322,191	-	322,191	0%
Kaniva Traffic Review W4692		40,010	-	40,010	0%
Lake Wallace Boat Ramp	Carry over of final invoices	-	1,387	- 1,387	100%
<b>Plant and Vehicles</b>		-	-	-	<b>100%</b>
<b>Total</b>		<b>3,259,271</b>	<b>25,682</b>	<b>3,233,589</b>	<b>1%</b>

# ANNUAL PLAN 2025/2026 Q1 Update



**West Wimmera Shire Council**  
**Annual Plan 2025/2026**  
**Actions**

            
**% complete**  
          

Recommendation	Action	Manager	Nov-25	Comments
	1.1.1 Continue to roll out our Community Grants Program (Quick Response Grant, Sponsorships, Community Strengthening and Community Support Grant)	Community Development and Tourism Manager	100%	Ongoing management and maintenance of the grants program including updates to guidelines and the Smarty grants software
	1.1.4 # Partner with service providers to improve access to health and community services within the shire (general health, oral health, mental health, MCH services, early years care and education, youth service)	Community Support & Wellbeing Manager	45%	
	1.1.8 Supporting and recognising volunteers across the shire with annual volunteer morning teas, seek funding for additional event to recognise all volunteers	Community Development and Tourism Manager	80%	Readdressing what volunteering will look like into the future
	1.2.1 Delivery of supported playgroups program	Community Support & Wellbeing Manager	45%	Supported playgroup facilitator in place and activities undertaken and scheduled
	1.2.2 Engagement with schools and key stakeholders (health service providers, headspace) across the shire to promote Western Bulldogs Community Foundation Program.	Community Support & Wellbeing Manager	45%	
	1.2.2 Deliver Freeza and Engage youth funding through Western Bulldogs Community Foundation Program.	Community Support & Wellbeing Manager	45%	
	1.2.3 16 days of activism campaign with local events in November 2025	Community Development and Tourism Manager	100%	Continue to seek funding to run this event
	1.2.5 Active participation of CoRe alliance membership	Human Resources Manager	25%	
	1.2.7 Intergenerational playgroup/gardening program in Edenhope	Community Support & Wellbeing Manager		
	1.2.8 Annual Working with Children's check audit	Human Resources Manager	85%	
	1.3.1 Support community groups with funding applications	Community Development and Tourism Manager	100%	Ongoing and including public meetings to discuss grant opportunities
	1.3.1 Training for committees of management (DEECA) and modern rules for committee training	Community Development and Tourism Manager	60%	Ongoing – 2 Community meetings planned for 2026 with follow up meetings planned
	1.3.2 Delivery of Johnny Mullagh Discovery Centre floor leveling Connection of Council properties into Goroce sewer Kaniva pool painting Goroce pool painting Apsley men's toilet repair Goroce pool leak repair and water chlorinator Kaniva depot - fuel tank removal	Engineering Manager	80%	Delivery of Johnny Mullagh Discovery Centre floor leveling - completed Connection of Council properties into Goroce sewer - completed Kaniva pool painting - completed Goroce pool painting - completed Apsley men's toilet repair - sourcing quotes Goroce pool leak repair - completed water chlorinator - held off due to projects pool upgrade Kaniva depot - fuel tank removal
	1.3.2 Complete fire-fighting facilities upgrade at Edenhope Aerodrome (funded)	Innovations & Project Manager	60%	Tanks installation nearing completion. Building delivered by CFA has commenced.
	1.3.2 Complete asset inspections as per plan	Engineering Manager	20%	Ongoing as per schedule
	1.3.2 Seek funding for solar on government owned buildings (if available) – potentially - Kaniva Community Hub and/or pools	Quality and Facilities Manager	5%	Projects are scoping this

1	GOAL 1: LIVEABLE AND HEALTHY COMMUNITY	1.3.2 #	Advocate for upgrading – rail crossing signals at Serviceton and pedestrian crossings at Maddern and Farmer Street Kaniva	Engineering Manager	85%	Added to Advocacy Plan. Serviceton crossing has been on Victrack program for a number of years. Added to Advocacy Plan. Serviceton crossing has been on Victrack program for a number of years. Design complete and funding has previously been advised to have been allocated. Need our representative on Rail Freight Alliance to again raise both these crossings on their agenda. Brought up in discussions with Road Safety Victoria during workshop re Safer Roads and Streets Program. Rail crossing projects not applicable to this project. Emma Kealy office contacted re promise of Serviceton rail upgrade in 2019, with no works done to date. Emma Kealy raised the matter in State Parliament 15 Oct 2024.
		1.3.2 *	Delivery of Goroce Kinder playground project Delivery of Kaniva Dog Park Delivery of Kaniva Recreation Reserve facilities design Delivery of Goroce aquatic facility design (subject to funding) Delivery of Open Access Library Fitout Project Advocate and seek funding for Streetscape upgrades West Wimmera housing projects, Goroce kinder building upgrade, Edenhope childcare playground, Kaniva pool upgrade, Kaniva Recreation Reserve facility upgrades and other key projects as they arise.	Innovations & Project Manager	20%	commence soon with formal Requests for Quote nearing completion. Kaniva Dog Park, Kaniva Recreation Reserve Facilities Design and Goroce Aquatic Facility Design projects have commenced. The Open Access Library Fitout Project's procurement is nearing completion. Funding applications for the Goroce Kindergarten Building Upgrade and the Edenhope Kinder Service Yard Upgrades has been submitted. The Kaniva Tourism & Wellbeing Precinct funding application to the Regional Precinct & Partnership Program incorporates upgrades to the Kaniva Pool. Seeking of funding for other key projects has continued with several Local Sports Infrastructure Fund
		1.3.3 *	Delivery of Edenhope football changerooms Delivery of Serviceton Silo Art Delivery of Kaniva Bowling Club green (subject to funding) Delivery of Goroce irrigation and lighting (subject to funding)  Continue to seek suitable grant funding as it becomes available for community infrastructure projects, including: Edenhope Recreation Reserve oval lighting Edenhope netball court and lighting upgrade Apsley Recreation Reserve oval lighting Additional projects to be added as they are approved through the PMO	Innovations & Project Manager	30%	Serviceton crossing has been on Victrack program for a number of years. Design complete and funding has previously been advised to have been allocated. Need our representative on Rail Freight Alliance to again raise both these crossings on their agenda. Edenhope Changerooms has commenced, Goroce Irrigation and Lighting will commence soon and the Kaniva Bowling Club Upgrade will commence in April/May 2026.
		1.3.5 #	Advocate for the requirement for school bus services for all school children	Community Support & Wellbeing Manager		
		1.3.5	Continue to run/support and promote volunteer taxi service in Kaniva and Centre for Participation bus from Kaniva to Horsham weekly	Community Development and Tourism Manager	60%	Further discussions to take place re the viability of this service for Council and Centre for Participation
		1.3.5	Continue to run/support and promote companion transport program Harrow, Kaniva and Edenhope	Community Development and Tourism Manager	100%	This will be dependent on the availability of pool vehicles now that HAAC is no longer a Council responsibility.
		1.4.2 #	Meet with funding and/or service partners every six months to assist with regional advocacy for childcare/early years services	Community Support & Wellbeing Manager	50%	By5 meeting in November to discuss childcare infrastructure and funding across the region
		1.4.3 #	Advocate for childcare in Goroce	Community Support & Wellbeing Manager	50%	By5 meeting in November to discuss childcare infrastructure and funding across the region

		1.4.5	Training calendar on Councils website with business training opportunities	Innovations & Project Manager		on hold
		1.4.9 #	Advocate for the requirement for potable water in Harrow, Goroke and Apsley	Planning and Environment Manager	40%	Recently attended GWM community and stakeholder forum with opportunities to network and discuss West Wimmeras priorities
		1.5.1	Continuing to provide library services for the community.	Director Corporate and Community Services	45%	Library contract in place and services being provided
		1.6.1	Community fire awareness, through social media and Wimmera Emergency Management Team	Community Development and Tourism Manager	100%	Ongoing. New MFMP is being developed by WEMT and the MEMPC.
		1.6.2	Attend meetings and actively participate in the Wimmera Emergency Management Resources Sharing Partnership and work with the staff or the Wimmera Emergency Management Team	Community Development and Tourism Manager	100%	New MEMP is being developed by WEMT and the MEMP
		1.6.2 #	Advocate for multi-agency depot in Kaniva (CFA, SES and ambulance) and Goroke (CFA and SES)	Community Development and Tourism Manager	70%	Work in progress Advocation plans being drawn up for Goroke and Kaniva Met with all parties and Goroke has been offered some options for station build. CFA Region 17 and Goroke will discuss the options of a new station or a station refurbishment.
		1.6.3	Attend and actively participate in the planning of the Grampians Regional Emergency Management team regional and local plans	Community Development and Tourism Manager	100%	Ongoing
		1.6.4	Plan for and deliver emergency services as required in conjunction with REMP and MEMP, as per the three tiers of emergency management planning in Victoria and the Emergency Management Act 2013	Community Development and Tourism Manager	100%	
		1.7.1	Involvement in Wimmera Southern Mallee Development Housing Project Kaniva airport redevelopment (subject to funding)	Innovations & Project Manager	50%	ongoing
		2.1.1	Marketing campaign on social media and council website to attract businesses and families to West Wimmera	Innovations & Project Manager	0%	
		2.1.3	Begin implementation of recommendations from planning scheme review: Complete Edenhope flood investigation Complete Apsley flood investigation Update flood controls for Harrow and Chetwynd (add into planning scheme) Targeted settlement plans for larger towns (Edenhope, Kaniva, Goroke, Apsley and Harrow)	Planning and Environment Manager	50%	Received draft reports for Edenhope and Apsley flood studies Have requested permission from minister to advertise Harrow and Chetwynd ammendments small Towns Plan complete, funding for kaniva Settlement plan, this to go to dec forum for Councillor discussion.
		2.1.4	Continue to delivery Business Assistance Grant program	Innovations & Project Manager	50%	ongoing
		2.1.4	Supporting industrial development across the shire	Innovations & Project Manager	50%	
		2.1.4	Continue to deliver Streetscape Grant program	Innovations & Project Manager	50%	
		2.1.5	Support to Birchip Cropping Group Young Farmers Network (West Wimmera Group)	Innovations & Project Manager	50%	
		2.2.2	Active membership to Wimmera Grampians Tourism (Visitor Economy Partnership)	Community Development and Tourism Manager	100%	
		2.2.3	Seek funding for Glenelg River walking trail	Community Development and Tourism Manager		Subject to available funding
		2.2.5 #	Advocate to attract the required skilled workforce to the region. e.g. health care, childcare, agriculture.	Innovations & Project Manager	0%	
		2.4.1	Seek external funding to implement Kaniva and Edenhope streetscape plans	Innovations & Project Manager	0%	Seeking funding.
		2.4.5	Undertake review of streetscapes (Harrow, Apsley, Serviceton, Dergholm and Goroke) (subject to funding)	Innovations & Project Manager	0%	Seeking funding.
		2.4.6	Seek funding for: Lions Park Edenhope upgrade project Delivery of streetscape improvements (Harrow, Apsley, Serviceton, Dergholm and Goroke)	Innovations & Project Manager	0%	Seeking funding.
		2.5.1	Complete review of Road Management Plan (required within 12 months of new Council)	Engineering Manager	100%	RMP adopted and published on Government Gazette
		2.5.2	Complete Road Management Plan inspections	Engineering Manager	10%	Ongoing as per schedule
		2.5.2	Develop Council's 2026/27 reseal and resheet program	Engineering Manager	5%	Commenced looking at the reseal program
		2.5.2 *	Delivery of 2025/26 resheet program	Operations Manager	10%	Commenced
		2.5.3	Develop the 2026/27 annual capital works program	Engineering Manager	30%	Commenced
2	GOAL 2: DIVERSE & PROSPEROUS ECONOMY	2.5.3 *	Deliver 2024/25 annual capital works program Mooree Road (reconstruction and widening) Local Road railway crossings - signage and speed limit Lake St, Edenhope - wombat crossing and speed limit Apsley Natimuk Rd and Patyah Bringalbert North Rd corner	Operations Manager	10%	Commenced

		Advocate for additional external funding for roads and bridges.			Senior Officers and Councillors attending meetings (regional Transport Group and Western HWY Action Committee), MAV (Municipal Association of Victoria) forums, minister's meetings. Participating in the State Safer Local Roads and Streets Program. \$2,000,000 over two years. Process commenced with workshop 13 August 2024. Report to Forum 2 Oct. And 12 Nov 24. Workshop with TAC 14 Oct. 24. Five projects adopted by Council at March 2025 Council meeting. Projects have been submitted via Smartygrants during early May 2025. Applied for SLRIP Funding for Kadnook Connewirricoo Road widening (submitted 24 Sept 24.). Funding bid was unsuccessful. Second bid successful and funding secured.	
	2.5.5 #		Engineering Manager	85%		
	2.5.6 #	Advocate for Regional Roads Victoria to improve the quality of state roads throughout the shire.	Engineering Manager	85%	Attendance by Councillor and Director at Regional Transport Group meetings and DTP meetings.	
	2.5.7	Seek funding, if available, for Kadnook- Connewirricoo Road and others depending on eligibility.	Engineering Manager	100%	Funding application was successful	
	2.6.1 #	Advocate for improved access to quality digital connectivity.	Innovations & Project Manager	50%	Digital connectivity plan with telstra in place	
	2.6.2 #	Advocate for West Grampians Pipeline Active involvement in the Wimmera Southern Mallee Partnership to ensure that the West Grampians Pipeline project continues to be a high priority	Innovations & Project Manager	50%	ongoing	
	2.6.3 #	Advocate for improved water pressure within towns.	Innovations & Project Manager	50%	Upgrades in Edenhope underway	
2.6.4 #	Advocate for the improvement of roads to meet requirements for road trains.	Engineering Manager	85%	Add to Advocacy Plan Various meetings with DOT and Regional Transport Group are regularly attended by Senior Staff.		
3	GOAL 3: SUSTAINABLE ENVIRONMENT	3.1.1 *	Develop waste management plan and feasibility	Operations Manager	5%	Commenced
		3.1.7 #	Advocate for improvement of infrastructure (i.e. tables, chairs, signage) on public land across West Wimmera	Community Development and Tourism Manager	100%	Parks Vic have advised that there are no funds for improvements to minor infrastructure in the Wimmera Parks. Infrastructure burnt in the Little Desert Fire will only be replaced if it was insured.
		3.2.1	Roll out annual corella management plan	Planning and Environment Manager	10%	Corella Management just beginning for summer season
		3.2.1 *	Deliver Council roadside weeds and pest program	Planning and Environment Manager	50%	Spring spraying has occurred, additional spraying and roadside rabbit ripping will occur in Autumn
		3.2.1	Review corella management plan	Planning and Environment Manager	10%	
		3.2.2	Landcare facilitator - capacity building and support for local Landcare groups and roadside weed management across the shire	Planning and Environment Manager	50%	current funding to March 2026, additional funding offered for a further two years
		3.2.2	Work with partner agencies on roadside vegetation management on road construction projects	Engineering Manager	75%	As required for road construction projects
		3.3.4	Deliver boat ramp extension Seek funding for jetty handrail project	Innovations & Project Manager	50%	Boat Ramp completed .
		3.3.4 #	Advocate for ongoing funding for maintenance at Lake Wallace (including weed cutting when required)	Operations Manager	100%	CEO (Chief Executive Officer) & DIDW to meet with CMA & DEECA (Department of Energy, Environment and Climate Action). Boat ramp extension completed. Weed cutting program completed in January 2025. Funding contribution towards these works from the WCMA
		3.4.1 #	Use environmentally sustainable design in projects across the shire	Innovations & Project Manager	50%	ESD has been a key inclusion for all projects.
		3.4.2 #	Investigate the potential for micro-grids in industrial areas and towns.	Innovations & Project Manager	50%	
		4.1.1 *	Complete long-term financial plan	Chief Financial Officer	100%	LTFP Adopted by Council

4

GOAL 4: GOOD GOVERNANCE

4.1.3	Quarterly financial statement reporting	Chief Financial Officer	25	1st Quarterly report to December Council Meeting
4.1.5 #	Advocate for and Seek funding for shovel ready projects	Innovations & Project Manager	50%	Ongoing.
4.1.5	Maintain Grant Guru subscription to assist council staff and community members to source suitable grant funding	Innovations & Project Manager	50%	Ongoing.
4.1.5	Support community members to source suitable grant funding with Grant Guru	Community Development and Tourism Manager	100	Met with Harrow Historical Society re grant options for a new display in Harrow.
4.1.5	Seek funding for scoping and planning of Goroke and Edenhope pools	Quality and Facilities Manager	15%	Projects are scoping this
4.1.7	Continue to deliver and support the innovation platform	Innovations & Project Manager	40%	Ongoing.
4.2.3	Continue to deliver regular communication via Council website and channels	Governance Manager	25%	
4.3.1	Prepare a document setting out key advocacy issues for West Wimmera Shire.	Innovations & Project Manager	60%	
4.3.2 #	Actively participate on regional and sector bodies and forums	Director Corporate and Community Services	45%	Collaboration on early years service improvements, liaising with other LG's on risk management and governance. Department of Health on Cemeteries
4.4.1	Complete new four-year workforce plan in line with Local Government Act requirements	Human Resources Manager	100%	
4.4.6	Develop the 2026/27 Annual Plan	Innovations & Project Manager	0%	
4.4.6	Policy review - advocacy policy	Innovations & Project Manager	25%	
4.4.6 *	Complete the 2025-2029 Council Plan	Innovations & Project Manager	100%	
4.4.6 *	Complete 2025-2029 Health and Wellbeing Plan (included in Council Plan)	Planning and Environment Manager	100%	completed within council plan and submitted to Department of health
4.4.6	Complete 2024/25 Annual Report	Governance Manager	100%	
4.4.6	Complete 2024/25 annual financial statements	Chief Financial Officer	100	Statements Adopted by Council
4.4.7	Training and implementation of the Project Management Framework across all departments	Innovations & Project Manager	50%	Rollout in progress.
4.4.9 *	Transition aged and disability care service to new provider by October 1st 2025	Community Support & Wellbeing Manager	100%	Complete
4.4.9	Policy Review Environmental Policy	Planning and Environment Manager	5%	Current policy says there will be a plan, 'Environment' covers a broad spectrum looking into if this should be environment as in the natural environment, or environmental sustainability for council.
4.4.9	Policy Review Human Rights Policy	Human Resources Manager	50%	to be presented at Feb councilor forum
4.4.9	Policy Review Borrowing Policy Fraud & corruption Control Policy Geographic Naming Policy Building Fee Refunds Policy Corporate Credit & Purchase Cards Policy Corporate Credit and Purchase Cards Procedure	Chief Financial Officer	33	Two policy reviews have been completed with the Fraud & Corruption Control Policy currently under review.
4.4.9	Policy Review Asset Disposal Policy Policy Recreation Policy Play Space Policy	Engineering Manager	100%	Asset Management Policy and Asset Management Strategy adopted by Council at March meeting. Asset Management plan adopted by Council at September meeting. Development of an Asset Acquisition Policy completed and adopted in August Council meeting.
4.4.11	Policy Review Community & Commercial Advertising on Council Buildings & Structures	Director Infrastructure, Development and Works	0%	Review due 15 June 2026
4.4.11	Policy Review CEO Employment & Remuneration Policy Change management Policy Complaints Policy Council Expenses Policy Flag Flying on Council Owned Buildings and Property Pricing Policy	Director Corporate and Community Services	40%	CEO Employment & Remuneration Policy and Council Expense Policy going to ARC in December
4.4.11	Policy Review Election Period Policy Communications Policy	Governance Manager	20%	
4.5.1	4 scheduled Meetings Audit and Risk Committee	Chief Financial Officer	25%	One of four scheduled meetings has occurred

		Internal Audits Planned for 2025/26 - Financial Sustainability - OHS - Emergency Management	Chief Financial Officer	OHS and Emergency Management Audits completed, Financial sustainability plan in progress
	4.5.2			70%



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## 14.4 Sponsorship and Contributions Grant Application - Henley on Lake Wallace

*Directorate: Corporate and Community Services*

*Report Author: Community Development and Tourism Project Officer*

*Report Purpose: For Decision*

### Purpose

An application has been received under Council's Sponsorship and Contribution Grant Guideline. The application has been assessed by officers as eligible for determination by Council.

### OFFICER RECOMMENDATION:

**That Council approves the following Sponsorship and Contribution Grant applications for a total of \$1,200.**

- **Henley on Lake Wallace - Annual family festival**

**Moved: Cr Richard Hicks**

**Seconded: Cr Tom Houlihan**

**That Council approves the following Sponsorship and Contribution Grant applications for a total of \$1,200.**

- **Henley on Lake Wallace - Annual family festival**

**CARRIED UNANIMOUSLY (5 / 0)**

### Declaration of Interest

No officer declared an interest under the *Local Government Act 2020* in the preparation of this report.

### Background

West Wimmera Shire Council Sponsorship and Contributions Grants are to support West Wimmera Shire groups and organisations that:

- Support community wellbeing.
- Encourage community participation.



- Bring economic benefit to the West Wimmera Shire.
- Assist in the recovery from catastrophic emergencies (funding to non-West Wimmera Shire groups and organisations assisting in catastrophic emergency recovery may be considered by Council in its discretion).

Henley on Lake Wallace is an annual family festival held on the second weekend of February on the shores of Lake Wallace, Edenhope. In 2023 Henley on Lake Wallace celebrated its 100 years. In 2026 Henley on Lake Wallace will be on Saturday 14 February. The event hosts a parade through the street, along with the festival at Henley Park consisting of rides, live music, entertainment throughout the day, food vendors and kids' activities.

The committee has requested a grant of \$1,200 (the maximum per the grant guidelines) to assist in the general cost of running the event.

The grant application meets all grant criteria including WWSC receiving evidence of current event public liability insurance.

#### **Risk Management Implications**

Risk identified:

There are no obvious risks for Council to mitigate or eliminate regarding the proposal considered for funding support in this report.

#### **Legislative Implications**

Not Applicable

#### **Environmental Implications**

Nil

#### **Financial and Budgetary Implications**

Nil

#### **Policy Implications**

This report is supported by the following West Wimmera Shire Council policy/s:

Council Grants Policy

#### **Council Plan Implications**

This report supports the following sections of the West Wimmera Shire Council Plan 2021 – 2025:



**Goal 1 – Liveable & Healthy Community**

1.1 Create a healthy, active, and vibrant community.

**Communication Implications**

No communication implications

**Equal Impact Assessment**

No Equal Impact Assessment is required

**Conclusion**

The Henley on Lake Wallis committee has applied for sponsorship from the West Wimmera Shire for their annual event, which is being held on Saturday 14 February 2026. The committee has requested a grant of \$1,200 to assist in the general cost of running the event.

**Attachments**

Nil



## 15 Infrastructure Development and Works

### 15.1 Planning Permit Application PA1209

*Directorate: Infrastructure Development and Works*

*Report Author: Senior Planning Officer*

*Report Purpose: For Decision*

#### **Purpose**

Council to consider Planning Permit application PA1209.

#### **OFFICER RECOMMENDATION:**

That Council, having caused notice to be given under Section 52 of the Planning and Environment Act 1987, and having considered all the matters required under Section 60 of the Planning and Environment Act 1987, decides to issue a Notice of Decision to refuse the granting of a planning permit under the provisions of Clauses 44.04-2 and Clause 44.06-2 (permit triggers) of the West Wimmera Planning Scheme in respect of the land known and described as Blair Street Harrow Vic 3317 (Lot 6, Lot 7 & Lot 8), for the Development of the land for a Dwelling and carrying out of works in the LSIO and BMO, in accordance with the following grounds of refusal:

#### **Grounds of refusal**

- 1** The development is not consistent with Strategic Direction 5 of Clause 02.02 Vision to create a 'safe community'. The proposal will greatly increase the risk to human life and property through displacement of flood waters from the fill pad and construction of a dwelling in a flood plain exceeding 1m in depth and 1m/s flows.
- 2** The development does not support the strategic directions of Clause 02.03-1 Settlement. The proposal will displace floodwaters onto neighbouring properties and potentially discharge wastewater into local waterways.
- 3** The development does not support the strategic directions of Clause 02.03-3 under Climate Change Impacts and Floodplains. The proposal increases the impact of flooding on the community as the land is deemed inappropriate for development by the Glenelg Hopkins Catchment Management Authority due to the depth and rate of flow of floodwaters on the site.
- 4** The development does not support the objectives, strategies or policy guidelines of Clause 12.03-1S River and Riparian Corridors, Waterways, Lake, Wetlands and Billabongs. The view of the floodplain manager (GHCMA) has deemed the proposal to be inappropriate due to the flood risk on the site and surrounds. The



wastewater system will negatively impact on the local environment in the event of a flood through discharge of wastewater into waterways.

- 5 The development does not support the objectives, strategies or policy guidelines of Clause 13.01-1S Natural Hazards and Climate Change and Clause 13.03-1S Floodplain Management. The risk of climate change and larger flood events are considered too high for the proposal on the subject site. The proposal compromises the natural flood carrying capacity and flood storage function of the floodway through a fill pad design that does not, and cannot meet the design guidelines for fill pads, as assessed by the flood plain manager (Glenelg Hopkins Catchment Management Authority).
- 6 The development does not support the objectives, strategies or policy guidelines of Clause 14.02-1S Catchment Planning and Management and Clause 14.02-2S Water Quality. The proposal will increase the nutrient load discharged to waterways in a flood event through a compromised wastewater system and erosion of the fill pad.
- 7 The development does not support the objectives, strategies or policy guidelines of Clause 15.01-1S Urban Design and Clause 15.01-2S Building Design. The proposal will increase the detrimental impact to neighbouring properties by displacing flood water from the proposed fill pad. The proposal does not create a 'safe' environment for the local community or neighbouring properties.
- 8 The development does not support the purpose or decision guidelines of the Land Subject to Inundation Overlay. The proposal does not maintain the free passage and temporary storage of flood waters. The proposal will increase flood damage through displacement. The proposal cannot be located on flood-free land, and the flood proofing (fill pad) does not comply with the GHCMA fill pad design guidelines. The GHCMA has assessed the application and has objected on grounds detailed below.
- 9 The Glenelg Hopkins Catchment Management Authority has objected to the granting of a planning permit under Section 55 of the Planning and Environment Act 1987 on the following grounds:
  - a) The proposed development is likely to result in danger to the life, health, and safety of the occupants due to flooding of the site.
  - b) The development relies on low level, flood affected access to and from the site.
  - c) The development is likely to increase the burden on emergency services and the risk to emergency personnel.



- d) The development is likely to increase the amount of flood damage to private or public infrastructure and/or assets.
- e) The development is likely to obstruct flood flows or reduce natural flood storage. The capacity of land subject to inundation to convey and store floodwater must be maintained.
- f) The development is likely to be detrimental to natural habitats, waterway stability, water quality, or sites of significance
- g) The development is likely to increase the number of buildings located in a floodway area

**Moved:** Cr Richard Hicks

**Seconded:** Cr Tom Houlihan

**That Council resolves to issue a notice of decision to grant a planning permit for PA1209 for the development of a dwelling and associated works at 47-55 Blair Street Harrow, in accordance with the plans and documents submitted with the application.**

**CARRIED (3 / 2)**

Cr Tim Meyer called for a division

For: Cr Helen Hobbs, Cr Richard Hicks, Cr Tom Houlihan

Against: Cr Tim Meyer, Cr Jodie Pretlove

*Meeting adjourned at 3:26pm*

*Meeting resumed at 3:33pm*

### **Declaration of Interest**

No officer declared an interest under the Local Government Act 2020 (LGA 2020) in the preparation of this report.



## Background

The permit applicant, Zoltan Galambos, is seeking planning approval for the development of the land for a dwelling and carrying out works for a fill pad.

The proposed dwelling will be setback 26.55m from the front road boundary and 26m from the northern side boundary. The dwelling will measure 4.02m by 6.841m and contain a kitchen area, bathroom including shower, toilet and vanity, and a living room and bedroom area. The overall height of the dwelling will measure 4.808m from ground level (4.326m above the fill pad level) and have a finished floor height of 101.07AHD, or 1.6m above natural ground level. The design of the dwelling will include a front verandah and set of stairs for access, with low pitched gable ended roof clad in galvanised metal roof sheeting. The dwelling itself will be clad in Easylap Cladding with an off white coloured finish.

The proposed fill pad will measure approximately 1,600m<sup>2</sup> and include 800 cubic metres of imported fill. The proposed fill pad will cover the proposed driveway areas, the location of the dwelling and surrounding area. The pad's height will sit at 100.7m AHD, about 1.3m above natural ground level.

Vehicle access to the proposed dwelling will be from the existing access in the western Blair Street boundary corner of the site. A crescent-shaped driveway will provide internal access with egress located in the northwest corner of the subject site to Blair Street.

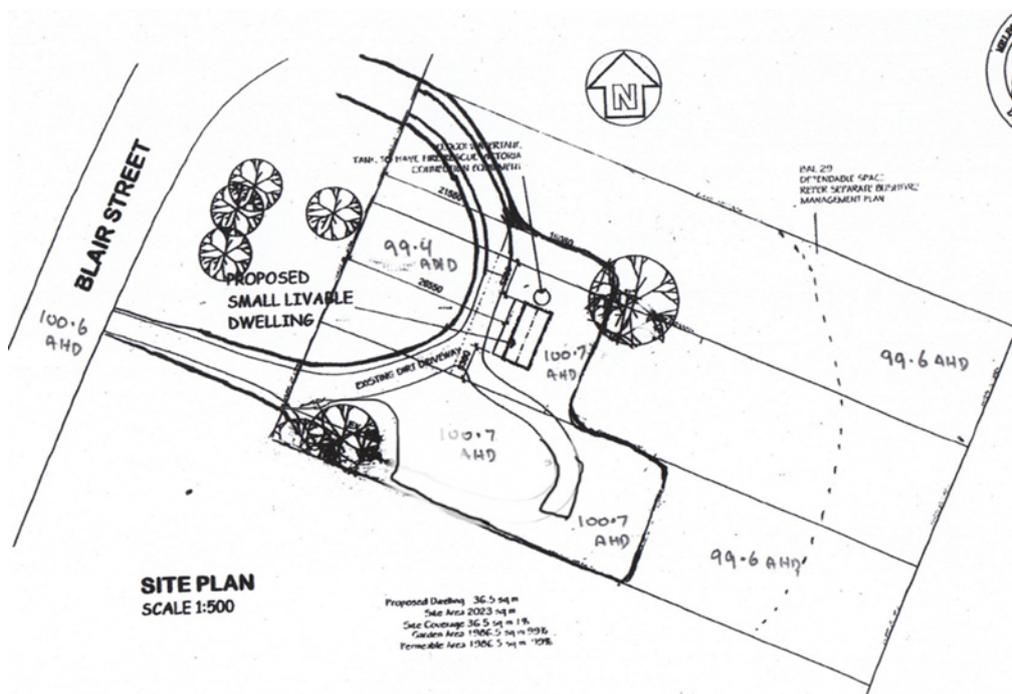


Figure 1: Proposed Site Plan

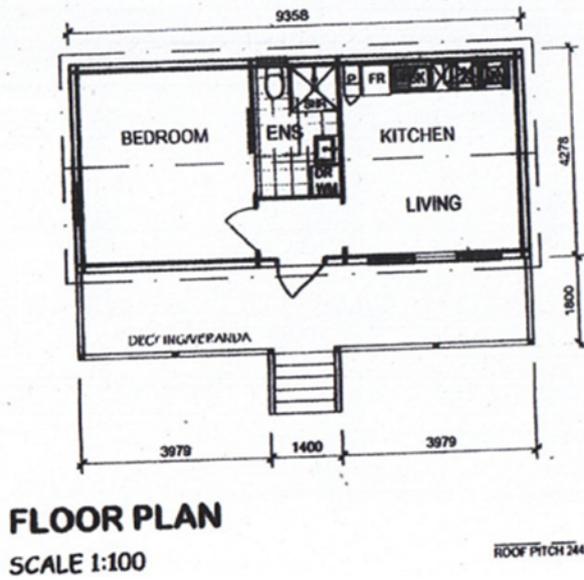


Figure 2: Proposed dwelling layout

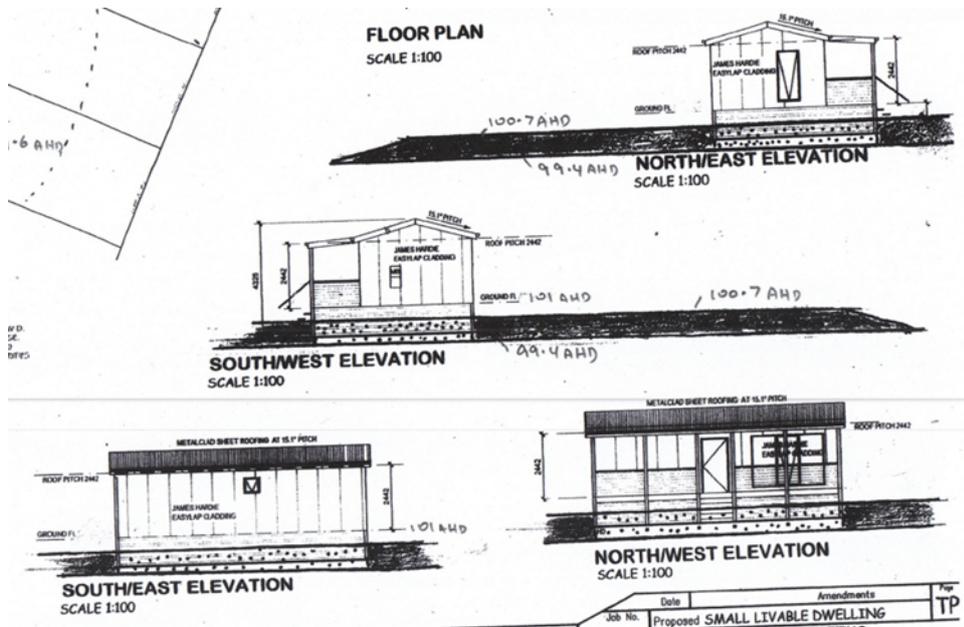


Figure 3: Proposed dwelling elevations

The subject site consists of 3 allotments (Lot 6, 7 & 8) that are rectangular in shape. The property also includes four separate allotments to the southeast that are separated from the subject land by an unconstructed road reserve (refer to Figure 1 above for lot layout). The allotments 6, 7 & 8 collectively measure approximately 6,000m<sup>2</sup> in area with a 60m frontage to Blair Street, Harrow. The land is largely flat with a slight fall from west to east away from Blair Street. The land currently contains two caravans that are being used for accommodation without a valid planning permit. A water tank is located near the eastern end of the site.



*Figure 4: Aerial image of the subject site and surrounds. The subject site is in centre image with the Glenelg River in the top right of the image.*

The land is largely cleared of vegetation with the exception of one large native tree near the centre of the property, and three smaller trees near the western corner of the property.

The subject site is bordered to the north by similarly sized Township Zoned, vacant allotments. This land has been donated to the West Wimmera Shire Council by the previous landowners and is currently unused. Further north is the Harrow Library and public toilets approximately 80m to the north of the subject site. Beyond these buildings further north is the Harrow town centre on Blair Street that contains the Harrow Post Café, Hermitage Hotel and other shops and services.

### **Permit Requirement**

Pursuant to Clause 44.04-2 Land Subject to Inundation Overlay, a planning permit is required to construct a building, or construct or carry out works.

Pursuant to Clause 44.06-2 Bushfire Management Overlay, a planning permit is required to construct a building, or construct or carry out works in association with Accommodation (including a moveable unit as defined under the Housing Act 1983).



### Considered Plans

The assessment has been undertaken on the following documents/plans:

- PA1209 plan final Oct 2025 (6/10/25)
- Certificate of title (12/11/2025)
- PA1209 responses to previous refusal (29/09/25)
- PA1209\_RFI\_Response\_Report (29/09/2025)
- Application for planning permit (11/08/2025)
- New Proposal August 2025 (11/08/2025)
- LCA REPORT & DESIGN Dry Compost Greywater Cat 5 (11/08/2025)
- BMS 8 Blair Road Harrow 2 (11/08/2025)
- BMP 8 Blair Road Harrow Vic 2 (11/08/2025)
- AWWWS WM21323 CRO6\_WMC Greywater (11/08/2025)

### Notification

While Clause 44.04-6 (LSIO) and Clause 44.06-7 (BMO) exempts the application from the notice and review requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the review rights of Section 82(1) of the Act, Section 52(1)(a) of the *Planning and Environment Act 1987* states “*Unless the responsible authority requires the applicant to give notice, the responsible authority must give notice of an application in a prescribed form—*

*to the owners (except persons entitled to be registered under the Transfer of Land Act 1958 as proprietor of an estate in fee simple) and occupiers of allotments or lots adjoining the land to which the application applies unless the responsible authority is satisfied that the grant of the permit would not cause material detriment to any person.”*

The application was sent out on public notification due to the potential impacts on neighbouring properties, the history of the occupation onsite, the notification of the previous planning permit application PA1196, the relatively small size of Harrow and for transparency to neighbouring residents.

### Objections

Four (4) objections were received for the application. The grounds of objection are outlined below.

The proposed development is likely to result in danger to the life, health and safety of the occupants due to flooding of the site.
The development relies on low level, flood affected access to and from the site.
The development is likely to increase the burden on emergency services and the risk to emergency personnel.



<p>The development is likely to increase the amount of flood damage to private or public infrastructure and/or assets.</p>
<p>The development is likely to obstruct flood flows or reduce natural flood storage. The capacity of land subject to inundation to convey and store floodwater must be maintained.</p>
<p>The development is likely to be detrimental to natural habitats, waterway stability, water quality, or sites of significance.</p>
<p>The development is likely to increase the number of buildings located in a floodway area</p>
<p>A disappointing outlook especially when the Hall is hired out for functions such as Weddings and Funerals and the South facing side is often used at these events. Given this has constantly accumulated it is expected to be relocated to a new elevated site making it even more prominent.</p>
<p>Concerns of effluent run off and don't expect to see this changing dramatically with simply elevating the site.</p>
<p>Quite concerned the filled site will cause flood water displacement which could have a far more severe impact on our building when the next flood occurs. The 1946 flood line plaque on the North facing side of Hall reminds us all how precarious buildings in Harrow can be.</p>
<p>The block appears cluttered and poorly maintained, with no visible sanitary facilities or amenities. This creates an unsightly and unhygienic impression, which does not reflect positively on the beautiful township of Harrow or the community spirit we work hard to uphold.</p>
<p>Mr Galambos has denied access to Donaldson's Place, which is a public road, claiming private ownership of this public space.</p>
<p>We are concerned that any development or alteration to Mr Galambos's land may affect water flow and drainage, leading to potential flooding or surface water displacement</p>
<p>We respectfully ask that Council carefully consider the community, environmental, and safety implications of this proposed development before approving the permit.</p>
<p>Concern for the effluent and drain waist upstream of the local family swimming area.</p>
<p>Flood impact upstream to our local hall and public buildings due to introduced fill.</p>
<p>Non compliance with any governing authorities/bodies.</p>
<p>Heritage impact: The development may negatively impact on the heritage character of the surrounding area.</p>

### **Assessment Against Municipal Planning Strategy**

The Vision of the West Wimmera Planning Scheme includes the strategic objective 5 to support 'thriving, safe and diverse communities'. The proposal for a new dwelling located on a flood plain has been assessed by Glenelg Hopkins Catchment Management Authority (GHCMA) as having an unacceptably high level of risk to human life and property from flood



waters. Similarly, the proposed fill pad will result in the displacement of flood waters which consequentially increases the risk to human life and property of neighbouring or downstream properties. The proposal is not considered in accordance with the Vision at Clause 02.02 as the proposal does not result in a safer community due to the displacement of flood waters in an uncontrolled manner.

The strategic directions at Clause 02.03-1 seek to minimise the impact of development on the landscape, the environment and existing character. The impact of the proposed dwelling on the environment has the potential to be significant in a flood event where the onsite wastewater system would be inundated and the effluent from this system then mixing with flood water and creating a public health hazard. The Land Capability Report submitted in support of the application shows the absorption area of the system within the proposed fill pad. The submitted LCA assumed the disposal field would be sited in natural soil that was tested as part of the report, rather than the fill (assumed rock fill). The result of which would be an ineffective effluent field due to decreased absorption rates and negative environmental effects locally.

The integrity of the proposed building is also at risk during a flood event, even with the proposed fill pad, as fast-moving flood water may overtop the pad. The destruction of the building has the potential to affect local water quality and environment. Section 6 (2) (e) of the *Planning and Environment Act 1987* provides for “*planning schemes to regulate or prohibit any use or development in hazardous areas or in areas which are likely to become hazardous areas*”.

The proposed fill pad will displace flood waters, increase the flow of flood waters, and reduce the capacity of the land to store flood waters, and could result in land that is currently flood free being inundated during a flood event. The impact of the fill pad on the floodplain has not been modelled, and the Harrow Flood Investigation 2017 did not model the effects of a levee or fill pad in this location.

The impacts of climate change pose a significant risk to existing areas located under the Land Subject to Inundation Overlay and Bushfire Management Overlay. Clause 02.03-3 highlights these risks from climate change, bushfire and floodplains and provides strategic directions to adapt to the impacts of climate change through risk-based planning, responding to the risk of bushfire through design and siting and preventing inappropriately located use and development on floodplains. While the proposal does respond appropriately to the risk of bushfire, the risk of flooding to human life and property has been assessed as significant on the subject site and through risk-based planning it has been determined that the proposal is inappropriately located with respect to flood risk. This assessment is supported by the Guidelines for Development in Flood Affected Areas, Department of Environment Land Water and Planning, February 2019. Additionally, the fill pad unreasonably increases risk to human life and property of neighbouring properties due to the displacement of flood waters. The proposal does not meet the climate change impacts and floodplains strategic directions of Clause 02.03-3.

The proposal does support the strategic directions of Clause 02.03-6 Housing by providing a diversity of housing types and affordable housing.



The application has been assessed against the Municipal Planning Strategy and it is considered that the proposed development is not consistent with relevant policies contained within this section of the West Wimmera Planning Scheme, with particular focus on environmental risk levels to human life and property.

### **Assessment Against Planning Policy Framework**

The settlement strategy for the township of Harrow at Clause 11.01-1L-05 seeks to avoid development within the floodplain of the Glenelg River. The proposal is located on land that is situated within the floodplain of the Glenelg River as assessed by the GHCMA with the minimum flood depth on the property being 0.78m in the 1% AEP even, with the depth of water at the site of the proposed dwelling being up to 1.27m. The proposal is not consistent with the first strategy of Clause 11.01-1L-05.

The objective of Clause 12.03-1S (River and riparian corridors, waterways, lake, wetlands and billabongs) seeks to protect and enhance waterway systems including river and riparian corridors, waterways, lakes, wetlands and billabongs.

The strategies and policy guidelines of this clause support this objective by siting buildings to avoid impeding the natural flow of waterways and future flood events. The proposed dwelling and fill pad are located on a property that is wholly subject to flood depths exceeding 0.78m in the 1% AEP event. The GHCMA (floodplain manager) provided an objection under Section 55 of the Planning and Environment Act 1987 detailed on page 10 of this report. The proposal does not meet the objective, strategies and policy guidelines of Clause 12.03-1S.

Clause 13.01-1S 'natural hazards and climate changes' builds upon the strategic directions of Clause 02.03-3 by providing additional strategies for risk-based planning. The assessment of the proposal has considered all of the strategies of Clause 13.01-1S with assistance from GHCMA and their best available flood modelling. No flood modelling has been prepared to determine the impact of the proposed fill pad in this location. The Harrow Flood Investigation 2017 did not model the impact of a fill pad or a levee bank in the location.

The subject site poses an unacceptably high flood risk due to the depth and velocity of potential flood waters over the land where future flooding events are likely to increase in frequency and severity as a result of climate change. The proposed fill pad will likely exacerbate the impact of flood waters on neighbouring properties due to the displacement of flood waters and the increase in velocity of overland flows. The proposal is not considered in accordance with the objective and strategies of Clause 13.01-1S.

The application included the application requirements of Clause 44.06 Bushfire Management Overlay (BMO) and was assessed by the CFA fire safety officer as part of the Section 55 referral under the BMO. The proposal includes the applicable area of defendable space and BAL 12.5 construction standard. The proposal meets the objective of Clause 13.02-1S Bushfire Planning.



The proposal is not considered consistent with the objective and strategies of Clause 13.03-1S Floodplain Management due to the impacts on the behaviour of floods from the proposed fill pad and the location of the dwelling in an existing floodplain affected by the 1 in 100-year flood event. The proposal is at risk of inundation by floodwaters and would add to the cumulative impacts of flooding. The proposed fill pad will negatively affect the natural flood carrying capacity of the floodway, increase the risk to life, property, and community infrastructure by displacing floodwater onto other properties and degrades the function of the floodplain to store flood waters. The proposal does not meet the objectives of Clause 13.03-1S Floodplain management.

Clause 14 Natural Resource Management includes Catchment Planning and Management and Water Quality as relevant clauses to the assessment of the proposal. The location of the proposed dwelling within a floodplain exposed to the 1% AEP flood event is not considered compatible with the protection of water quality and waterways under Clause 14. The potential for inundation of the proposed onsite wastewater treatment system and its subsurface absorption area and the resulting discharge of effluent into flood water, and an increase in nutrient load entering the Glenelg River, is not considered to be an appropriate outcome. The erosion of the proposed fill pad in flood events will likely result in reduced water quality and displacement of flood waters.

The objective of Clause 15.01-1S seeks to create urban environments that are 'safe, healthy, functional and enjoyable that contribute to a sense of place and cultural identity.' The location of the proposed dwelling on land affected by relatively deep flows and velocity of flood waters in the 1% AEP event is not considered to be a 'safe' outcome with regard to the built environment. Access to the proposed dwelling from Blair Street will traverse land in the road reserve that is inundated by floodwater up to 1.2m in depth, putting residents and emergency services personnel at risk.

Similarly, the proposed fill pad will displace flood waters into other properties nearby or downstream that may not have previously been designed for flood resilience. It should be noted that the Harrow Flood Investigation 2017 identified that an increase in height of the levee around the John Mullagh Memorial Park increased water levels for some distance upstream, impacting on buildings already inundated above and below floor levels. The impact of flood waters on other properties presents an unreasonable outcome and does not meet the purpose of Clause 15.01-1S. The strategies of Clause 15.01-1S are not supported by the proposal as the building does not respond appropriately to the 'natural environment, surrounding landscape and climate'. Similarly, the proposal does not support the strategies of Clause 15.01-2S Building design as it will have a detrimental effect on the natural environment due to a compromised wastewater disposal envelope and the public realm through displacement of floodwaters in the event of a flood.

The proposal does support the objectives of Clause 16.01-2S by providing an affordable dwelling but does not support the objective of Clause 16.01-1S Housing Supply as the dwelling is not considered to be 'well-located' due to the flood risks onsite detailed in the assessment above.



The application has been assessed against the Planning Policy Framework and it is considered that the proposed development is not consistent with relevant policies contained within this section of the West Wimmera Planning Scheme.

**Assessment against the LSIO decision guidelines.**

The proposal is not consistent with the MPS or the PPF of the West Wimmera Planning Scheme.

There is no applicable Floodplain Development Plan for Harrow.

The comments received from the GHCMA determine that the entirety of the subject site would not be suitable for residential development and the Section 55 referral response has objected to the granting of a planning permit due to the risk of flooding. The depth and velocity of a future flood on the subject site have been assessed to be too great a risk to human life and property. The proposed pad onsite would also result in redirecting and obstructing the flow of floodwaters across the site and surrounds, as well as reducing the capacity of the floodplain to store and convey floodwater, which is all considered unreasonable.

The proposed fill pad does not meet the *Guidelines for Floodplain Cut and Fill within the Glenelg Hopkins CMA Region* document.

The proposed wastewater disposal system onsite could also be inundated in a flood event which would result in effluent being discharged into floodplain and Glenelg River. The proposal will increase the flow rate of flood waters, decrease flood storage, and the amount of fill is considered excessive, which are not consistent with the guiding principles of the abovementioned guidelines.

The proposal does not support the purposes of the Land Subject to Inundation Overlay as the development is not in accordance with the MPS and PPF, does not allow the free passage and temporary storage of floodwaters, increases the risk to life, health and safety and would likely lead to detrimental water quality in a flood event.

The application has been assessed against the relevant overlay provisions, and it is considered that the proposed buildings and works are not consistent with the purpose and decision guidelines of the Land Subject to Inundation Overlay controls contained within the West Wimmera Planning Scheme.

**Assessment Against Bushfire Management Overlay**

The proposal has been assessed by the Country Fire Authority (CFA) who have determine the application suitably responded to the relevant sections of Clause 53.02, subject to a condition requiring 50m of defendable space surrounding the dwelling or to the lot boundaries for a modified vegetation classification. The applicant subsequently amended



the Bushfire Management Plan to comply with the CFA referral response when the application was amended as part of the Request for Further Information process.

The proposal is consistent with the Bushfire Management Overlay.

### **Assessment Against Particular Provisions**

The proposal does not require the removal of any native vegetation. The application was amended as part of the request for further information process to alter the fill pad extent to avoid the loss of native vegetation. No planning permit is required under Clause 52.17 for the proposal.

The application included a suitably detailed Bushfire Management Statement that addressed the relevant parts of Clause 53.02. The proposal has been assessed by the Country Fire Authority (CFA) who have determine the application suitably responded to the relevant sections of Clause 53.02, subject to a condition requiring the Bushfire Management Plan be endorsed by the Responsible Authority. The proposal is consistent with Clause 53.02.

### **Assessment Against General Provisions**

The relevant decision guidelines under Clause 65.01 relate to the MPS and PPF, purposes of the LSIO, effect on the environment and the degree of flood associated with the development location to minimize the hazard. The assessment of the proposed development has demonstrated that the application presents an unreasonable risk to human life, property, and the environment due to the location of the building in an area subject to high flood depth and velocities and the offsite impacts of the proposed fill pad. The proposal is not in accordance with the MPS, PPF, or the purpose of the LSIO.

The application has been assessed against the relevant general provisions, specifically Clause 65 Decision Guidelines, and Clause 66 Notice and Referral Provisions. The application does not meet the relevant points under these clauses, as outlined above. It is considered that the proposed development is not in accordance with the guidelines contained in this section of the West Wimmera Planning Scheme.

### **Risk Management Implications**

Risk identified:

There are no obvious risks for Council to mitigate or eliminate in regard to the proposal considered for funding support in this report.

### **Legislative Implications**



The report complies with the requirements of the:  
Planning and Environment Act 1987

### **Environmental Implications**

Environmental Risk rating has been assessed as: High

### **Financial and Budgetary Implications**

Nil

### **Policy Implications**

This report is supported by the following West Wimmera Shire Council Policy/s:

Not applicable

### **Council Plan Implications**

This report supports the following sections of the West Wimmera Shire Council Plan 2021 – 2025:

#### ***Goal 1 – Healthy, inviting and connected community***

1.2 Identify opportunities to improve health, wellbeing, and community safety.

#### ***Goal 2 – Diverse and growing economy***

2.2 Increase housing availability and improve township amenity.

#### ***Goal 3 – Resilient and sustainable environment***

3.1 Manage outcomes from flood management and planning initiatives.

### **Communication Implications**

Consultation has already been undertaken in development of the plans

### **Equal Impact Assessment**

No Equal Impact Assessment is required

### **Conclusion**

The application has been assessed against the MPS, PPF, LSIO, BMO, Clause 53.02 and Decision Guidelines of Clause 65. The proposed dwelling is located on a floodplain where the Glenelg Hopkins Catchment Management Authority has identified a minimum flood depth of 0.78m and a maximum depth of 1.27m during a 1% AEP flood event, posing an unreasonably high risk to human life and property.



In addition to the assessment in this delegate report, the Glenelg Hopkins Catchment Management Authority has undertaken their own assessment of the planning application and objected to the granting of a planning permit on the grounds:

1. The proposed development is likely to result in danger to the life, health, and safety of the occupants due to flooding of the site.
2. The development relies on low level, flood affected access to and from the site.
3. The development is likely to increase the burden on emergency services and the risk to emergency personnel.
4. The development is likely to increase the amount of flood damage to private or public infrastructure and/or assets.
5. The development is likely to obstruct flood flows or reduce natural flood storage. The capacity of land subject to inundation to convey and store floodwater must be maintained.
6. The development is likely to be detrimental to natural habitats, waterway stability, water quality, or sites of significance
7. The development is likely to increase the number of buildings located in a floodway area

The three other objections received also highlighted the risk of the proposed fill pad in displacing flood waters onto neighbouring land. Concerns were also raised about wastewater runoff from the proposal during a flood event.

## Response to Previous Grounds of Refusal (PA1196) and Assessment of Applicant’s Updates (PA1209)

The proposal included a table of written responses to the previous refusal to issue a planning permit under PA1196. These responses by the applicant are intended to show how the updated application (PA1209) has responded to the grounds of refusal.

The submitted table is reproduced below with the applicant responses shown in Columns 1 & 2 in RED. The assessing officer comments are shown in Column 3 in BLACK.

Previous refusal ground	Updated response (Sept 2025)	Officer comments
Not consistent with Strategic Direction 5 of Clause 02.02 Vision	Land is zoned Township (TZ); proposal advances affordable housing objectives (Clauses 02.03-6 & 16.01-2S).	The proposal does not support the strategic objective of Clause 02.02 of providing a safe community under objective 5 due to the unacceptable risk to human life, property and the local environment derived from the development. The fill pad will displace flood waters into other properties, increasing the risk to life and property that



		<p>may not be designed for inundation. Access to the site is still under flood waters within the road reserve, irrespective of the fill pad onsite, restricting access to the site in a flood event. If flood waters affect the onsite wastewater system, pollutants will enter the local waterways negatively impacting the local environment. This is not considered a safe outcome.</p> <p>Affordable housing is not a consideration of Clause 02.02.</p>
<p>Does not support Clause 02.03-1 Settlement</p>	<p>Supports township consolidation – dwelling within serviced, zoned land.</p>	<p>The proposal does not support the strategic directions of Clause 02.03-1 as the development will unreasonably increase the detrimental impact on the landscape, environment and existing character of the town. The proposed dwelling will displace floodwaters into surrounding properties creating an unreasonable risk to neighbouring life and property. Impacts on the local environment stem from wastewater inundation as mentioned above. The size of the fill pad does not fit with the character of the township.</p> <p>The consolidation of the township is not a consideration of Clause 02.03-1. The site is not serviced by reticulated sewerage and does not currently have a reticulate water connection.</p>
<p>Does not support Clause 02.03-3 Climate Change Impacts &amp; Floodplains</p>	<p>Dwelling + access raised to 101.0m AHD – above 1% AEP + freeboard and 1-in-500 yr climate change scenario.</p>	<p>The proposed fill pad does not meet the requirements in the <i>Guidelines for Floodplain Cut and Fill within the Glenelg Hopkins CMA Region</i> document. The proposal will increase the flood flow, decrease flood storage and the amount of fill is considered</p>



		<p>excessive – all of which run counter to the guiding principles of the abovementioned guidelines.</p> <p>The access to the subject site will still remain underwater within the Blair Street road reserve in a 1%AEP flood event, restricting access to the site and increasing the risk to human life from climate change events.</p>
<p>Does not support Clause 12.03-1S River &amp; Riparian Corridors</p>	<p>Site already modified, zoned Township, bounded by levees. No waterways or habitats affected.</p>	<p>The subject site is not bounded by levees. The site sits outside the levee bank system and will be significantly affected by flood waters. The proposed fill pad will displace flood waters and any inundation of the proposed wastewater treatment system will result in effluent discharging into the Glenelg River environs, resulting in increased nutrient loads adversely impacting fauna habitats and creating an unacceptable public health risk.</p>
<p>Does not support Clause 13.01-1S Natural Hazards &amp; 13.03-1S Floodplain Mgmt</p>	<p>Harrow floods are slow-rising (20–96 hrs); safe floor/access levels + FERP ensure safety.</p>	<p>The velocity of the flood flows on the land is calculated at over 1m/s by the Glenelg Hopkins Catchment Management Authority, indicating the site is high risk and unsafe for people and vehicles, and all buildings are vulnerable to structural damage (Australian Rainfall and Runoff Guidelines 2019). The strategies of Clause 13.01-1S seek to direct population growth and development to low risk locations, which the subject site is not.</p> <p>Safe access to the subject site cannot be maintained as the road reserve along the western boundary will be underwater in a flood event as indicated in the referral response from GHCMA.</p>



		<p>Under the CMA cut and fill guidelines, section 3.3 states: <i>fill will not be supported in areas of high flood hazard (i.e. where the depth of flooding in a 1% probability flood event is greater than 500 mm or where the corresponding flood velocity is estimated to be more than 1 m/s).</i> The flood depth onsite is greater than 500mm and the flow rate exceeds 1m/s.</p> <p>The proposed fill pad will intensify the impact of flooding on neighbouring properties which runs counter to the strategies of Clause 13.03-1S. The objectives of Clause 13.03-1S are not met due to the above details.</p>
<p>Does not support Clause 14.02-1S Catchment Planning &amp; 14.02-2S Water Quality</p>	<p>Modest pad (~800 m<sup>3</sup>), stabilised and landscaped. No adverse impacts on water quality or catchment values.</p>	<p>The proposed fill pad has been calculated to be at least 1,600m<sup>2</sup> in area with 800 cubic metres of material. This amount is not considered to be a modest fill pad. The proposal does not include any landscaping or how the fill will be stabilised or maintained.</p> <p>The Land Capability Report supplied with the application relies on soil absorption tests; however, the location of the proposed subsurface absorption area is located within the proposed fill pad area that was not tested for suitability as part of the submitted LCA. Any wastewater envelope in the fill pad would be considered compromised on an ongoing basis if the fill material is not the same as the natural ground soil.</p> <p>The proposed wastewater treatment system will discharge into the Glenelg River if the fill pad is inundated in a flood event that</p>



		may exceed previous events due to climate change. The discharge of effluent into the local environment will adversely affect water quality.
Does not support Clause 15.01-1S Urban Design / 15.01-2S Building Design	Dwelling incorporates flood-resilient design; compact pad, services above flood levels.	The proposed fill pad is not considered compact or modest and is not in keeping with the township's character. The safety of other properties is jeopardised by the displacement of flood waters from the proposed fill pad that does not align with the objective of Clause 15.01-1S where the provision seeks to create urban environments that are safe. The proposal is not considered to contribute positively to the local context due to the impacts on safety and flood storage and does not align with the objective of Clause 15.01-2S.
Does not support LSIO purpose / decision guidelines	Pad is modest; <b>modelling shows negligible flood level change</b> ; proposal aligns with LSIO intent.	The proposed fill pad has not been shown to be modest. <b>The applicant has not supplied any flood modelling as part of this application to indicate that the fill pad does not negatively impact on flood levels.</b> The Harrow Flood Investigation 2017 does not include any modelling of a fill pad or a levee bank in this area. The Harrow Flood Investigation 2017 identifies that raising the existing levee around the John Mullagh Memorial Park, which is immediately adjacent to the subject land, will cause increased water levels for some distance upstream, impacting on buildings already inundated above and below floor. A fill pad of the size proposed would have a similar effect.  The proposal is not consistent with



		<p>the purpose of the LSIO as the development does not maintain the free passage and temporary storage of floodwaters, increase potential flood damage to other properties, increases the risk to life, health and safety and will decrease river health.</p>
<p>CMA objection under s.55 P&amp;E; Act 1987</p>	<p>CMA is a recommending referral authority only; Council retains full discretion (VCAT: Stock Corp v Yarra CC [2020]).</p>	<p>The Glenelg Hopkins Catchment Management Authority has objected to this application on similar grounds to the previous planning permit application in PA1196.</p> <p>West Wimmera Shire Council is not mandated to uphold the refusal to grant a planning permit on the GHCMA referral response. The GHCMA will reserve its right to lodge an appeal of a decision to grant a planning permit at VCAT, should WWSC choose to do so.</p> <p>It is the assessment of this officer that due to the reasons outlined in this report, that a planning permit should not be granted for the proposal on the grounds outlined by the GHCMA, and for the additional non-conformance to the West Wimmera Planning Scheme.</p>
<p>Risk to life, health, safety</p>	<p>Occupants protected – dwelling + access flood-free even under climate change scenario.</p>	<p>The road reserve will be inundated in a flood event that the proposed fill pad cannot rectify. Access to the subject site will be limited when the land is flooded, increasing the risk to human life.</p> <p>Flooding affects the entire property, not just the proposed fill pad. The entire property would be used for residential purposes, with the fill pad area being developed for a dwelling. The depth and velocity of flood water on this property is unsafe for people and</p>



		vehicles, and all buildings are vulnerable to structural damage (Australian Rainfall and Runoff Guidelines 2019).
Flood-affected access	Access pad raised above 1-in-500 yr level = permanent safe access.	The proposal has not addressed the limitations on access to the subject site from the road reserve in flood events. This scenario cannot be avoided through a planning permit as the land is under council management and does not form part of the subject site.
Burden on emergency services	Safer than many existing dwellings; no additional reliance on emergency services.	The subject site will be cut off in a flood event for several days or weeks due to the reasons listed above. If the occupants are stranded within the dwelling in a flood event, and a medical emergency occurs, this will place an increased burden on emergency services during a flood event.
Flood damage to infrastructure/assets	Exceeds State & local benchmarks; minimal flood damage risk.	It is unclear what benchmarks the applicant is referring to.  As detailed above, the proposed fill pad will push flood waters into neighbouring properties, increasing the risk of flood damage to infrastructure.
Obstruction of flows / loss of storage	Modelling confirms negligible impact; consistent with CMA guidelines	<b>The applicant has not submitted any flood modelling to support their argument.</b>  The proposed fill pad does not comply with the Guidelines for Floodplain Cut and Fill within the Glenelg Hopkins CMA Region document.  The Harrow Flood Investigation 2017 does not include any modelling of levee banks or fill pads in this location.



		As above, the fill pad will displace flood waters and cause damage to adjoining properties.
Environmental harm	Township site, already modified. No ecological values impacted; stabilisation prevents erosion.	<p>The site cannot connect to reticulated sewerage and is dependent on an above ground wastewater system. This system will cause unreasonable harm to the river environs if it is subject to inundation in a flood event.</p> <p>The application does not stipulate the stabilisation or construction methods of the proposed fill pad.</p>
Intensification of floodway occupation	LSIO allows development where risks are managed. Proposal demonstrates this	The LSIO can allow development on land that does not unreasonably increase risks of flooding, flood damage, flooding depth or flow, risks to human life and safety. The proposal has been demonstrated to be unsuitable under all these conditions, and the risk cannot be suitably managed in the opinion of the GHCMa and the assessing officer.

The proposal is not considered appropriate under the West Wimmera Shire Planning Scheme.

#### Attachments

1. Application For Planning Permit (3) [15.1.1 - 3 pages]
2. AWWWS W M 21323 C R 06 WMC Greywater [15.1.2 - 2 pages]
3. BMP 8 Blair Road Harrow Vic 2 [15.1.3 - 2 pages]
4. BMS 8 Blair Road Harrow 2 [15.1.4 - 36 pages]
5. Certificate of Title [15.1.5 - 2 pages]
6. LCA REPORT & DESIGN Dry Compost Greywater Cat 5 [15.1.6 - 12 pages]
7. New Proposal August 2025 [15.1.7 - 7 pages]
8. P A 1209 plan final Oct 2025 [15.1.8 - 1 page]
9. P A 1209 responses to previous refusal [15.1.9 - 2 pages]
10. P A 1209 RFI Response Report [15.1.10 - 8 pages]





Planning Enquiries  
Phone: (03) 5585 9900  
Web: [www.westwimmera.vic.gov.au](http://www.westwimmera.vic.gov.au)

Clear Form

Office Use Only

Application No.: \_\_\_\_\_ Date Lodged: / /

## Application for a Planning Permit

If you need help to complete this form, read MORE INFORMATION at the end of this form.

⚠ Any material submitted with this application, including plans and personal information, will be made available for public viewing, including electronically, and copies may be made for interested parties for the purpose of enabling consideration and review as part of a planning process under the *Planning and Environment Act 1987*. If you have any questions, please contact Council's planning department.

⚠ Questions marked with an asterisk (\*) must be completed.

⚠ If the space provided on the form is insufficient, attach a separate sheet.

ℹ Click for further information.

### The Land <sup>ℹ</sup>

Address of the land. Complete the Street Address and one of the Formal Land Descriptions.

**Street Address \***

Unit No.:	St. No.: 47-55	St. Name: BLAIR STREET
Suburb/Locality: HARROW		Postcode: 3317

**Formal Land Description \***  
Complete either A or B.

⚠ This information can be found on the certificate of title.

If this application relates to more than one address, attach a separate sheet setting out any additional property details.

A Lot No.: \_\_\_\_\_  Lodged Plan  Title Plan  Plan of Subdivision No.: \_\_\_\_\_

OR

B Crown Allotment No.: 6,7,8 Section No.: 4

Parish/Township Name: HARROW

### The Proposal

⚠ You must give full details of your proposal and attach the information required to assess the application. Insufficient or unclear information will delay your application.

ℹ For what use, development or other matter do you require a permit? \*

CONSTRUCTION OF CLASS BA DWELLING AND ASSOCIATED MITIGATION WORKS TO BRING LAND IN LINE FROM 99.6 AHD TO 100.7 AHD (1.1m above current level) WITHIN SAFE AND COMPATIBLE FLOOD RISK.

Provide additional information about the proposal, including: plans and elevations; any information required by the planning scheme, requested by Council or outlined in a Council planning permit checklist; and if required, a description of the likely effect of the proposal.

ℹ Estimated cost of any development for which the permit is required \*

Cost \$ 36,000

⚠ You may be required to verify this estimate. Insert '0' if no development is proposed.

**Existing Conditions** ◀ ▶

**Describe how the land is used and developed now \***  
For example, vacant, three dwellings, medical centre with two practitioners, licensed restaurant with 80 seats, grazing.

VACANT RESIDENTIAL TOWNSHIP DEVELOPMENT LAND. GARDENS / POULTRY, HOBBY FARMING

Provide a plan of the existing conditions. Photos are also helpful.

**Title Information**

**Encumbrances on title \***

Does the proposal breach, in any way, an encumbrance on title such as a restrictive covenant, section 173 agreement or other obligation such as an easement or building envelope?

Yes (If 'yes' contact Council for advice on how to proceed before continuing with this application.)

No

Not applicable (no such encumbrance applies).

Provide a full, current copy of the title for each individual parcel of land forming the subject site. The title includes: the covering 'register search statement', the title diagram and the associated title documents, known as 'instruments', for example, restrictive covenants.

**Applicant and Owner Details**

Provide details of the applicant and the owner of the land.

**Applicant \***

The person who wants the permit.

Please provide at least one contact phone number \*

Where the preferred contact person for the application is different from the applicant, provide the details of that person.

**Owner \***

The person or organisation who owns the land

Where the owner is different from the applicant, provide the details of that person or organisation.

**Applicant Details:**

Name: Title: MR First Name: ZOLTAN Surname: GALAMBOS

Organisation (if applicable):

Postal Address: If it is a P.O. Box, enter the details here:

Unit No.: St. No.: 47-55 St. Name: BLAIR STREET

Suburb/Locality: HARROW State: VIC Postcode: 3317

**Contact information for applicant OR contact person below**

Business phone: Mobile phone: 0437954867 Email: gboscopyltd@icloud.com Fax:

**Contact person's details\* Same as applicant**

Name: Title: First Name: Surname:

Organisation (if applicable):

Postal Address: If it is a P.O. Box, enter the details here:

Unit No.: St. No.: St. Name:

Suburb/Locality: State: Postcode:

**Owner Details\* Same as applicant**

Name: Title: First Name: Surname:

Organisation (if applicable):

Postal Address: If it is a P.O. Box, enter the details here:

Unit No.: St. No.: St. Name:

Suburb/Locality: State: Postcode:

Owner's Signature (Optional): Date: day / month / year

### Declaration ◀ ▶

This form must be signed by the applicant \*

Remember it is against the law to provide false or misleading information, which could result in a heavy fine and cancellation of the permit.

I declare that I am the applicant; and that all the information in this application is true and correct; and the owner (if not myself) has been notified of the permit application.

Signature: TEH

Date: 6 / AUG / 2025  
day / month / year

### Need help with the Application? ◀ ▶

General information about the planning process is available at [planning.vic.gov.au](http://planning.vic.gov.au)

Contact Council's planning department to discuss the specific requirements for this application and obtain a planning permit checklist. Insufficient or unclear information may delay your application.

Has there been a pre-application meeting with a council planning officer?

No  Yes

If 'Yes', with whom?: I REQUEST SOMEONE OTHER

Date:

THAN EDWIN IRVING PLEASE !!  
day / month / year

### Checklist ◀ ▶

Have you:

Filled in the form completely?

Paid or included the application fee?

Most applications require a fee to be paid. Contact Council to determine the appropriate fee.

Provided all necessary supporting information and documents?

A full, current copy of title information for each individual parcel of land forming the subject site.

A plan of existing conditions.

Plans showing the layout and details of the proposal.

Any information required by the planning scheme, requested by council or outlined in a council planning permit checklist.

If required, a description of the likely effect of the proposal (for example, traffic, noise, environmental impacts).

Completed the relevant council planning permit checklist?

Signed the declaration above?

### Lodgement ◀ ▶

Lodge the completed and signed form, the fee and all documents with:

West Wimmera Shire Council  
PO Box 201  
Edenhope VIC 3318  
49 Elizabeth Street  
Edenhope VIC 3318

Contact information:  
Phone: (03) 5585 9900  
Email: [council@westwimmera.vic.gov.au](mailto:council@westwimmera.vic.gov.au)

Deliver application in person, by post or by electronic lodgement.



## WaterMark Certificate of Conformity

Pro-Switch Pty Ltd grants to the WaterMark Approved User:

### Advanced Waste Water Systems Pty Ltd Trading as Advanced Waste Water Systems Pty Ltd

the right to use the WaterMark as shown above in conjunction with the Certificate No. on product/s as identified in the WaterMark Schedule and as listed on the WaterMark database [www.abcb.gov.au/Product-Certification/WaterMark-Certification-Scheme](http://www.abcb.gov.au/Product-Certification/WaterMark-Certification-Scheme) which have been shown to comply with the appropriate Applicable Specification referred to below and as amended from time to time. The WaterMark User is granted a licence to use the WaterMark subject to the rules governing the use of the WaterMark.

Product Type: Grey Water Diversion Devices  
Product Use: Sanitary Waste  
Brand: GFLOW GREYFLOW EZGREY  
Certification Specification(s): WMTS 460:2016 Grey water diversion device (GWDD)  
Conditions or Limitations: To be installed in accordance with Plumbing Code of Australia (PCA)

Issue Date: 30<sup>th</sup> October 2023  
Initial Issue Date: 19<sup>th</sup> November 2009  
Expiry Date: 29<sup>th</sup> October 2028

Simon Clarke  
General Manager

### Certificate No.: 21323

This Certificate is issued by a JAS-ANZ accredited certification body. The ABCB and JAS-ANZ do not in any way warrant, guarantee or represent that the product the subject of this Certificate conforms to the WaterMark Certification Scheme Rules, nor accepts any liability arising out of the use of the product. The ABCB disclaims to the extent permitted by law, all liability (including negligence) for claims of losses, expenses, damages and costs arising as a result of the use of the product(s) referred to in this Certificate. The WaterMark Certification Scheme is a conformity assessment scheme based on ISO/IEC 17067. This Certificate may only be reproduced in its entirety.



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Certificate Number: 21323  
Issue Date: 30/10/2023  
Revision: CR06



**WaterMark Certification Schedule**

<b>WaterMark Approved User</b>	Advanced Waste Water Systems Pty Ltd ABN: 47 107 667 612
<b>Approved User Address</b>	Unit 6 18 Buckingham Drive Wangarra WA 6065 AUSTRALIA Website: <a href="http://www.greyflow.net.au">www.greyflow.net.au</a>
<b>Certificate Number</b>	21323
<b>Certification Standard</b>	WMTS 460:2016 Grey water diversion device (GWDD)

**Product List**

Model ID	Model Name	Brand Name	Product Description
EZGREY	EZGREY	EZGREY	Greywater Diversion System for use with Multiple Sources Above Ground or Partly Buried Utilising a Submersible Pump
Grey Flow PS	GREY FLOW	GREY FLOW	Grey Water Diversion Device for use with Multiple Sources Below Ground and Utilising a Submersible Pump
Grey Flow Pro Domestic	GREY FLOW	GREY FLOW	Grey Water Diversion Device for use with Multiple Sources Below Ground (Max Depth No Greater than 1.3m) and Utilising a Pump
Grey Flow Pro Commercial	GREY FLOW	GREY FLOW	Grey Water Diversion Device for use with Multiple Sources Below Ground with Disinfection and Utilising a Pump



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Certificate Number: 21323  
 Issue Date: 30/10/2023  
 Revision: CR06



**Bushfire Management Plan — 8 Blair Road Harrow Vic**



**Prepared By:** Brett Woodward Bpad Accreditation no 48305.  
**Version:** 2.0  
**Date:** 27th April 2025

- Defendable Space 
- Building 
- Property Boundary 
- Access 
- WaterTank 

## Bushfire Protection Measures

### Mandatory Condition

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

#### a) Defendable Space

**“Defendable Space for 50 mts round the proposed building or to the property boundary, whichever is lesser the lesser distance, must be provided were vegetation. (and other flammable materials) (will be modified in accordance with the following requirements..”**

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

#### b) Construction Standard

Dwelling designed and constructed to a minimum Bushfire Attack Level of **BAL – 29**

#### c) Water Supply

The following requirements apply:

- An effective capacity of **10000 litres**
- Be stored in an above ground water tank constructed of concrete or metal.
- Have all fixed above ground water pipes and fittings required for firefighting purposes made of corrosive resistant metal.
- Include a separate outlet for occupant use.

Where a 10000-litre water supply is required, the following fire authority fittings and access must be provided:

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

#### d) Access

Access Required: **Yes**

The following design and construction requirements apply:

- All-weather construction
- A load limit of at least 15 tonnes
- Provide a minimum trafficable width of 3.5 metres.
- Be clear of encroachments for at least 0.5 metres on each side and at least 4 metres vertically.
- Curves must have a minimum inner radius of 10 metres.
- The average grade must be no more than 1 in 7 (14.4%) (8.1°) with a maximum grade of no more than 1 in 5 (20%) (11.3°) for no more than 50 metres.
- Dips must have no more than a 1 in 8 (12.5%) (7.1%) entry and exit angle.

**Length of Access is greater than 100 metres: No**

Where length of access is greater than 100 metres the following design and construction requirements apply:

- A turning circle with a minimum radius of eight metres, or
- A driveway encircling the building, or
- The provision of other vehicle turning heads – such as a T or Y Head – which meet the specification of Austroads Design for an 8.8 metre Service Vehicle.

**Length of driveway is greater than 200 metres: No**

Where length of access is greater than 200 metres the following design and construction requirement applies:

- Passing bays are required at least every 200 metres that are a minimum 20 metres long and a minimum trafficable width of 6 metres.



## Bushfire Management Statement

### Pathway 2 Application- 8 Blair Road Harrow

<b>Property Address:</b>	8 Blair Road Harrow
<b>Local Government Area:</b>	West Wimmera Shire Council
<b>Assessment Date:</b>	20th February 2025
<b>Report Date:</b>	27th April 2025 Ver 2
<b>Proposed works:</b>	A proposed residential dwelling.

<b>Prepared By:</b>	Fast Inspect Consulting <i>Pty Ltd</i>
<b>Name:</b>	<b>Brett Woodward</b> Accreditation no BPAD 48350
<b>Telephone:</b>	0417 696 277
<b>Email:</b>	<a href="mailto:info@vicbushfirereports.com.au">info@vicbushfirereports.com.au</a>
<b>Signature:</b>	

## Introduction

**This Bushfire Management Statement has been prepared in response to the requirements of Clause 44.06 – Bushfire Management Overlay, and in accordance with the application requirements of Clause 53.02 – Bushfire Planning.**

**The statement contains four components:**

1. A **bushfire hazard landscape assessment** including a plan that describes the bushfire hazard of the general locality more than 150 metres from the site. 25 Kilometres & 75 kilometres from the site.
2. A **bushfire hazard site assessment** including a plan that describes the bushfire hazard within 150 metres of the proposed development.
3. A **bushfire management statement** describing how the proposed development responds to the requirements of Clause 44.06 and 53.02.
4. A **Defendable space & water tank plan.**

**Attachment 1** - Site drawing in plan view

**Attachment 2**- Site photos

**Attachment 3** - Table 6 of Clause 53.02-5 – Vegetation management

**Attachment 4** – Building Requirements of the Bushfire Attack Level

**Attachment 5**- Example of foliage classification/downslope/separation.

**Attachment 6** - CFA Water tank fittings.

**Attachment 7**- FDI 100 Table

**Attachment 8**- Clause 53.03-5 Tables for defendable Space

## Bushfire Hazard Landscape Assessment

The bushfire hazard landscape assessment provides information on the bushfire hazard more than 150 metres away from a development site.

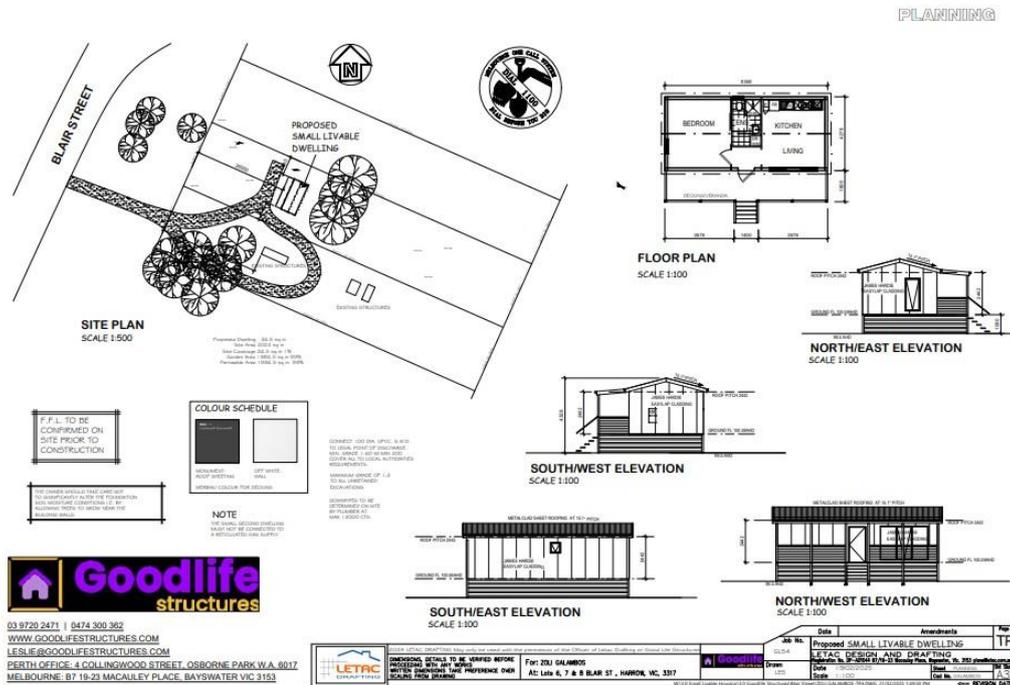
Considering bushfire from this broader landscape perspective is important as it affects the level of bushfire risk a development and its future occupants may be exposed to.

The landscape assessment:

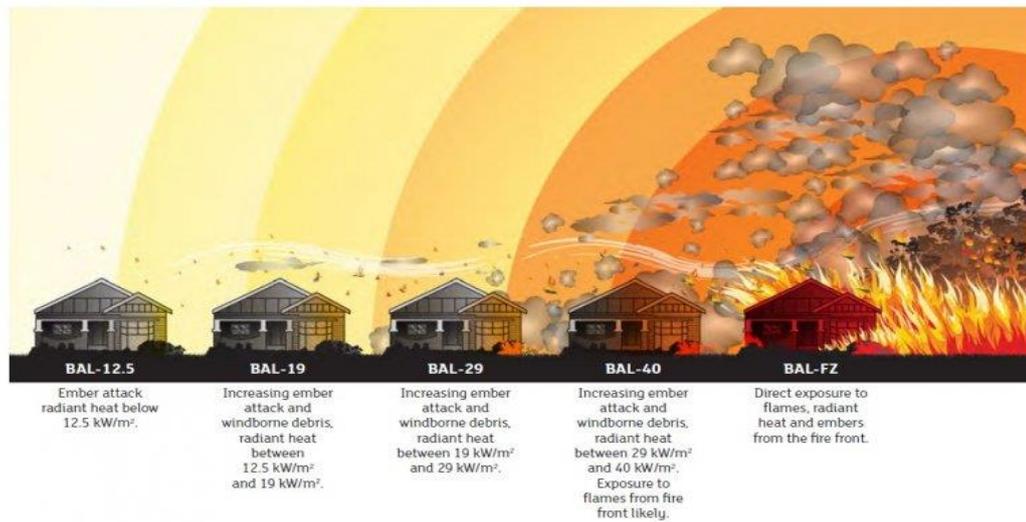
- provides information on the bushfire hazard (vegetation extent and slope)
- provides information on key features of the general locality that are relevant to better understanding the protection provided by the location.
- provides contextual information on a site.

Landscape Scenario	Landscape Scenario 1
Description	<ul style="list-style-type: none"><li>• The property has foliage to the North &amp; East of the proposed building which would subject the proposed building to ember attack in a North Eastly wind but not radiant heat. Which BAL 29 construction should sustain.</li><li>• The type and extent of vegetation is unlikely to result in neighbourhood-scale destruction of property.</li><li>• Immediate access is available to a place that provides shelter from bushfire.</li></ul>

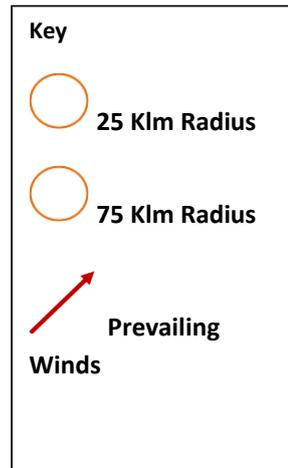
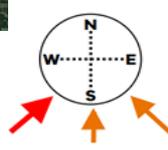
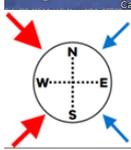
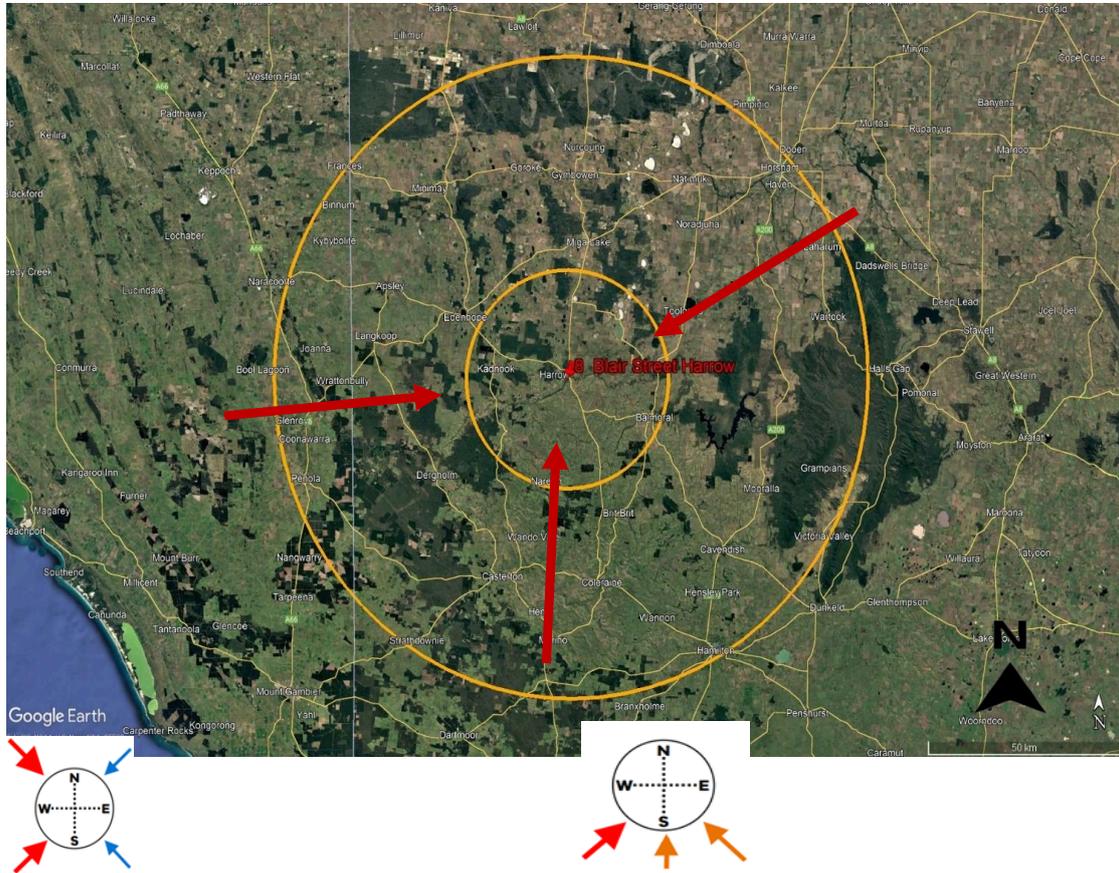
**SITE Drawing Attachment 1 BAL 29 construction**



> Figure 9: BAL construction levels respond to different levels of risk, withstand different levels of bushfire attack, as illustrated below.



## Bushfire Landscape Assessment Plan



## Bushfire Hazard Assessment

**The bushfire hazard site assessment (the site assessment) documents the bushfire hazard on and near a site.**

### The assessment:

1. provides information on the bushfire hazard (vegetation type and slope)
2. informs defensible space and building construction requirements.
3. Is informed by the methodology contained in Australian Standard AS3959:2018 Construction of buildings in bushfire prone areas (AS3959) to provide contextual information on a site.
4. Potential Bushfire Impacts
5. The potential bushfire impact to the site / proposed development from each of the identified vegetation plots are identified below.

Plot	Vegetation Classification	Effective Slope (°)	Separation (m)	BAL
A	Modified Vegetation	N/A	N/A	BAL 29
B	Forest	Level/Upslope	125 mts	BAL 12.5

### Summary:

- Determined Bal for the building: **Bal 29** as per the report.
- Access required for the building: **Yes: 30mts plus as per report.**
- Static water tank required: **Yes: 10000 lts with CFA fittings.**
- Defensible space required: **Yes: 50mts from the building & to property boundary as per report.**

### Table 1

## Bushfire Site Hazard Plan



**Key**

-  Modified Vegetation
-  Property Bounds
-  150m Radius
-  Separation & Slope
-  Photo location / direction
-  Proposed Building

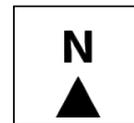


## Defendable Space and Water Tank Plan



**Key**

-  Property boundary
-  Defendable Space
-  Building
-  Water Tank
-  Hydrant



## Bushfire Management Statement

### Clause 53.02-4.1 Landscape, Siting, and design objective

1. Development is appropriate having regard to the nature of the bushfire risk arising from the surrounding landscape.
2. Development is sited to minimise the risk from bushfire.
3. Development is sited to provide safe access for vehicles, including emergency vehicles.
4. Building design minimises vulnerability to bushfire attack.

### Approved Measures

#### Approved Measure (AM) 2.1 – Landscape

**Requirement:**

- **Question.** *The bushfire risk to the development from the landscape beyond the site can be mitigated to an acceptable level.*

**1. Answer.** *The foliage in the 150mt radius is modified vegetation with the understorey mown & managed.*

**2. Answer.** *The 25klm/75klm Radius as per the map encompasses surrounding farmland which BAL 29 should sustain ember attack & limited radiant heat.*

**Have the requirements of AM 2.1 been met?** **Yes**

#### Approved Measure (AM) 2.2 – Siting

**Requirement:**

**Question .A building is sited to ensure the site best achieves the following:**

**1. Answer.** *The maximum separation distance between the building and the bushfire hazard with the building sited furthest from the potential risk to the north of the site.*

**2. Answer.** *The building is near a public road.*

**3. Answer.** *Access can be provided to the building for emergency service vehicles.*

**Have the requirements of AM 2.2 been met?** **Yes**

#### Approved Measure (AM) 2.3 – Building Design

**Requirement:**

- A building is designed to be responsive to the landscape risk and reduce the impact of bushfire on the building.

**1. External Walls.** *The external cladding is rated to BAL 29*

**2. Doors.** *The external doors are rated to BAL 29*

**3. Roof.** *The roofing material is rated to BAL 29.*

**4. Subfloor.** *The building is slab on ground.*

**5. Veranda.** *Any external timber is bushfire resistant.*

**6. Windows.** *The external windows & glazing are rated to BAL 29.*

Have the requirements of AM 2.3 been met? **Yes**

## Attachment No 2 Site Photos

Photo 1

**Classification: Modified Vegetation.**

Modified vegetation may arise in parts of Victoria where fuel loads are high but the vegetation is altered because of urban development, gardens, the way the vegetation is configured (for example, limited or no understorey vegetation), or because the fuel loads are different from the fuel loads assumed in AS3959. Modified vegetation may also arise where the vegetation cannot be excluded as it is not low-threat or low-risk. Reference technical guide.



**Photo 2**

**Classification: Modified Vegetation.**

Modified vegetation may arise in parts of Victoria where fuel loads are high but the vegetation is altered because of urban development, gardens, the way the vegetation is configured (for example, limited or no understorey vegetation), or because the fuel loads are different from the fuel loads assumed in AS3959. Modified vegetation may also arise where the vegetation cannot be excluded as it is not low-threat or low-risk. Reference technical guide.



Photo 3

**Description: Modified vegetation.**

Modified vegetation may arise in parts of Victoria where fuel loads are high but the vegetation is altered because of urban development, gardens, the way the vegetation is configured (for example, limited or no understorey vegetation), or because the fuel loads are different from the fuel loads assumed in AS3959. Modified vegetation may also arise where the vegetation cannot be excluded as it is not low-threat or low-risk. Reference technical guide.



**Photo 4**

**Description Modified Vegetation.**

Modified vegetation may arise in parts of Victoria where fuel loads are high but the vegetation is altered because of urban development, gardens, the way the vegetation is configured (for example, limited or no understorey vegetation), or because the fuel loads are different from the fuel loads assumed in AS3959. Modified vegetation may also arise where the vegetation cannot be excluded as it is not low-threat or low-risk. Reference technical guide.



## 53.02-4.2 Defendable Space and Construction Objective

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

### Approved Measures

#### Approved Measure (AM) 3.1 – Bushfire Construction and Defendable Space

##### **Requirement:**

A building used for a dwelling (including an extension or alteration to a dwelling), a dependent person's unit, industry, office or retail premises is provided with defendable space in accordance with:

- Table 2 Columns A, B or C and Table 6 to Clause 53.02-5 wholly within the title boundaries of the land; or
- If there are significant siting constraints, Table 2 Column D and Table 6 to Clause 53.02-5.

The building is constructed to the bushfire attack level that corresponds to the defendable space provided in accordance with Table 2 to Clause 53.02-5.

The building will be provided with defendable space in accordance **Modified vegetation.**

The defendable space distance required is **25 mts from the building & to the property boundary.**

**Table 6 of Clause 53.02-5 – vegetation management requirement:**

Vegetation management requirement	CONFIRM ACCEPTANCE
<ul style="list-style-type: none"> <li>• Grass must be short cropped and maintained during the declared fire danger period.</li> <li>• All leaves and vegetation debris must be removed at regular intervals during the declared fire danger period.</li> <li>• Within 10 metres of a building, flammable objects must not be located close to the vulnerable parts of the building.</li> <li>• Plants greater than 10 centimetres in height must not be placed within 3 metres of a window or glass feature of the building.</li> <li>• Shrubs must not be located under the canopy of trees.</li> <li>• Individual and clumps of shrubs must not exceed 5 square metres in area and must be separated by at least 5 metres.</li> <li>• Trees must not overhang or touch any elements of the building.</li> <li>• The canopy of trees must be separated by at least 5 metres.</li> <li>• There must be a clearance of at least 2 metres between the lowest tree branches and ground level.</li> </ul>	<input checked="" type="checkbox"/>

**Are there significant siting constraints that would allow Column D of Table 2 to Clause 53.02-5?**

**No**

**A building is constructed to the bushfire attack level :BAL 29**

- That corresponds to the defensible space provided in accordance with Table 2 to Clause 53.02-5. The Addition will be constructed to **BAL 29**

**Is the defensible space wholly contained within the boundaries of your property?**

**Yes**

**Have the requirements of AM 3.1 been met? **Yes****

### Alternative Measures

#### **Alternative Measure (AltM) 3.3 – Defendable Space on adjoining land**

**Requirement:**

Adjoining land may be included as defendable space where there is reasonable assurance that the land will remain or continue to be managed in that condition as part of the defendable space.

**Has Alternative Measure (AltM) 3.3 been met?** **N/A**

#### **Alternative Measure (AltM) 3.4 – Calculate defendable space using Method 2 of AS3959-2018**

**Requirement:**

Defendable space and the bushfire attack level is determined using Method 2 of AS3959:2018 Construction of buildings in bushfire prone areas (Standards Australia) subject to any guidance published by the relevant fire authority.

**Has Alternative Measure (AltM) 3.4 been met?** **N/A**

#### **Alternative Measure (AltM) 3.5 – Dwellings subject to direct flame contact**

**Requirement:**

**A building used for a dwelling (including an extension or alteration to a dwelling) may provide defendable space to the property boundary where it can be demonstrated that:**

- **The lot has access to urban, township or other areas where:**
  - **Protection can be provided from the impact of extreme bushfire behaviour.**
  - **Fuel is managed in a minimum fuel condition.**
  - **There is sufficient distance or shielding to protect people from direct flame contact or harmful levels of radiant heat.**
- **Less defendable space and higher construction standard is appropriate having regard to the bushfire hazard landscape assessment.**
- **The addition is to be constructed to a bushfire attack level of **BAL-29****

*This alternative measure only applies where the requirements of Approved Measure 3.1 cannot be met.*

**Has Alternative Measure (AltM) 3.5 been met?** **N/A**

### 53.02-4.3 – Water Supply and Access Objectives

1. A static water supply is provided to assist in protecting property.
2. Vehicle access is designed and constructed to enhance safety in the event of a bushfire.

#### Approved Measure (AM) 4.1 – Water Supply and Access

##### Water Supply Requirement

A building used for a dwelling (including an extension or alteration to a dwelling), a dependant person’s unit, industry, office, retail premises service station or warehouse is provided with a static water supply for firefighting and property protection purposes as specified in Table 4 to Clause 53.02-5. The water supply may be in the same tank as other water supplies provided that a separate outlet is reserved for firefighting water supplies.

Lot Size (m <sup>2</sup> )	Hydrant Available	Capacity (litres)	Fire Authority Fittings & Access Required	Select Response
Less than 500	Not Applicable	2,500	No	
500 – 1000	Yes	5,000	No	
500 – 1000	Yes	5,000	No	
<b>1001 and above</b>	<b>Not Applicable</b>	<b>10,000</b>	<b>Yes</b>	<b>Yes</b>

*Note: a hydrant is available if it is located within 120 metres of the rear of the building*

<p>Confirm Static Water Supply meets the following requirements</p>	<ul style="list-style-type: none"> <li>• Is stored in an above ground water tank constructed of concrete or metal.</li> <li>• All fixed above ground water pipes and fittings for firefighting purposes must be made of corrosive resistant metal.</li> </ul> <p>Include a separate outlet for occupant use.</p> <p><b>The following additional requirements apply when 10,000 litres of static water is required:</b></p> <ol style="list-style-type: none"> <li>1. Be readily identifiable from the building or appropriate identification signage to the satisfaction of CFA must be provided.</li> <li>2. Be located within 60 metres of the outer edge of the approved building.</li> <li>3. The outlet/s of the water tank must be within 4 metres of the accessway and unobstructed</li> <li>4. Incorporate a ball or gate valve (British Standard Pipe (BSP 65mm) and coupling (64mm CFA 3 thread per inch male fitting)</li> <li>5. Any pipework and fittings must be a minimum of 65mm (excluding the CFA coupling)</li> </ol>
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Has Approved Measure (AM) 4.1 (Water Supply) been met. **Yes**

- Answer. **A 10000 lt tank with CFA fittings is to be located as per the site map, meeting requirements and less than 4 mts from the access driveway.**

**Access Requirement**

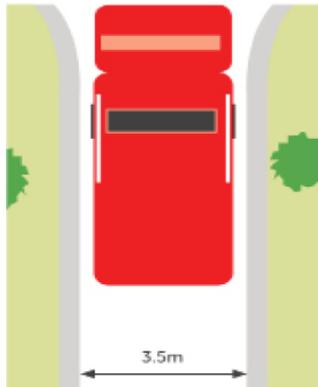
A building used for a dwelling (including an extension or alteration to a dwelling), a dependant person's unit, industry, office, retail premises, service station or warehouse is provided with vehicle access designed and constructed as specified in Table 5 to Clause 53.02-5.

Column A	Column B
Length of access is less than 30 metres <b>No</b>	There are no design and construction requirements if fire authority access to water supply is not required under AM 4.1
Length of access is less than 30 metres <b>No</b>	Where fire authority access to the water supply is required under AM 4.1 fire authority vehicles must be able to get within 4 metres of the water supply outlet.
Length of access is greater than 30 metres. <b>Yes</b>	<b>The following design and construction requirements apply:</b> <b>All weather construction</b> <b>A load limit of at least 15 tonnes</b> <b>Provide a minimum trafficable width of 3.5 metres</b> <b>Be clear of encroachments for at least 0.5 metres on each side and at least 4 metres vertically</b> <b>Curves must have a minimum inner radius of 10 metres</b> <b>The average grade must be no more than 1 in 7 (14.4%)(8.1°) with a maximum grade of no more than 1 in 5 (20%)(11.3°) for no more than 50 metres</b> <b>Dips must have no more than a 1 in 8 (12.5 per cent) (7.1 degrees) entry and exit angle.</b>
Length of access is greater than 100 metres <b>No</b>	A turning area for fire fighting vehicles must be provided close to the building by one of the following: <b>A turning circle with a minimum radius of eight metres</b> <b>A driveway encircling the dwelling.</b> <b>The provision of other vehicle turning heads such as a T head or Y Head – which meet the specification of Austroad Design for an 8.8 metre service vehicle.</b>
Length of access is greater than 200 metres <b>No</b>	<b>Passing bays must be provided at least every 200 metres.</b> <b>Passing bays must be a minimum of 20 metres long with a minimum trafficable width of six metres.</b>

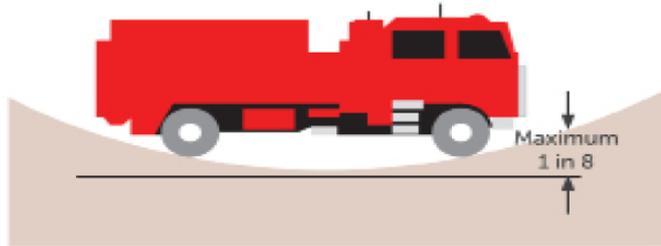
Has Approved Measure (AM) 4.1 (Access) been met? **Yes**

**Answer. A concrete all weather driveway more than 30 mts long to be installed meeting all the requirements in the table above & marked on the site map.**

**Width**



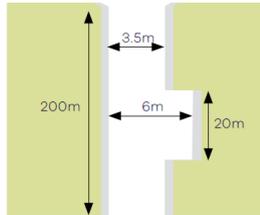
**Dips and gradients**



**Access greater than 200 metres in length**

In addition to the above, passing bays are required at least every 200 metres that are:

- a minimum of 20 metres long
- with a minimum trafficable width of 6 metres.

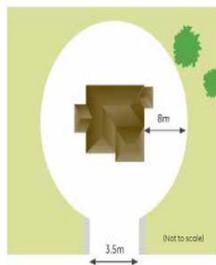
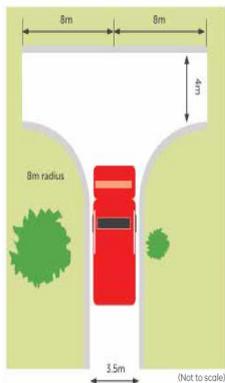


**Access between 100 metres to 200 metres in length**

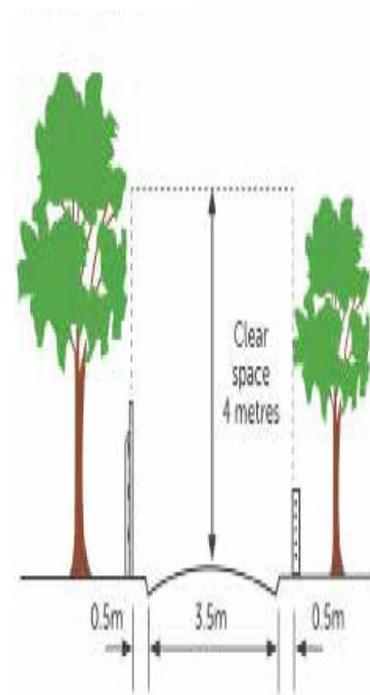
In addition to the above:

A turning area for fire fighting vehicles must be provided close to the building by one of the following:

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



**Encroachments**



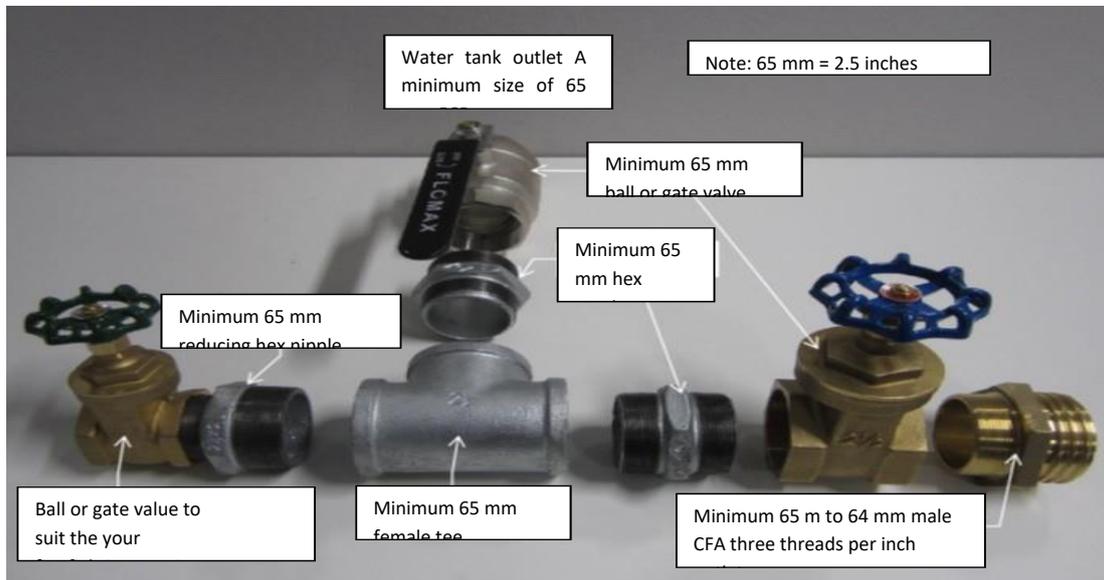
**Attachment 3 - Water Tank Fittings**

**Connection Requirements**

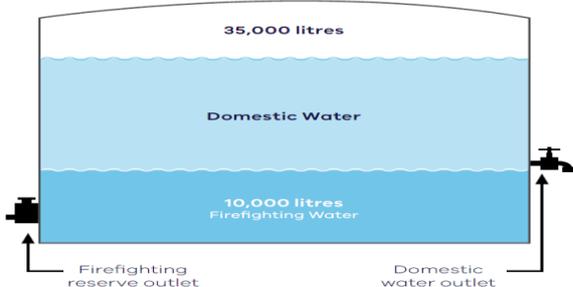
If specified within Table 4 to Clause 52.47-3 (if fire brigade access to your water supply is required), CFA's standard BMO permit conditions require the pipe work, fittings and tank outlet to be a minimum size of 64 mm.

65 mm BSP (British Standard Pipe) is the most common size available. A 65 mm fitting is equivalent to the old 2½ inch. A 65 mm BSP (2½ inch) fitting exceeds CFA's requirements and will therefore comply with CFA's standard permit conditions for the BMO.

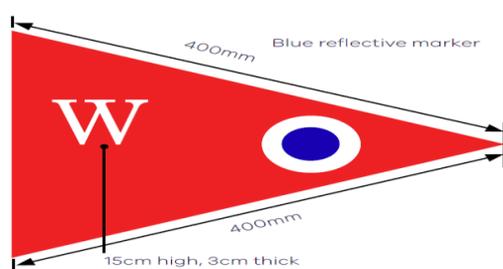
The diagram below shows some common tank fittings available at most plumbing suppliers which meet the connection requirements. It includes a 65 mm tank outlet, two 65 mm ball or gate valves with a 65 mm male to 64 mm CFA 3 threads per inch male coupling. This is a special fitting which allows the CFA fire truck to connect to the water supply. An additional ball or gate valve will provide access to the water supply for the resident of the dwelling.



**Shared water tank**



**Water supply identification**



**Attachment 4 – Building Requirements of the Bushfire Attack Level BAL 29**

SECTION 7 CONSTRUCTION  
REQUIREMENTS FOR BAL — 29

**7.1 GENERAL**

A building assessed in Section 2 as being BAL—29 shall conform with Section 3 and Clauses 7.2 to 7.8.

Any element of construction or system that satisfies the test criteria of AS 1530.8.1 may be used in lieu of the applicable requirements contained in Clauses 7.2 to 7.8 (see Clause 3.8).

NOTE: BAL—29 is primarily concerned with protection from ember attack and radiant heat greater than 19 kW/m<sup>2</sup> up to and including 29 kW/m<sup>2</sup>.

**7.2 SUB-FLOOR SUPPORTS**

This Standard does not provide construction requirements for subfloor supports where the subfloor space is enclosed with—

- (a) a wall that conforms with Clause 7.4, except that sarking is not required where specified in Clause 7.4.1(c); or
- (b) a mesh or perforated sheet with a maximum aperture of 2 mm, made of corrosion-resistant steel, bronze or aluminium; or
- (c) a combination of Items (a) and (b).

Where the subfloor space is unenclosed, the support posts, columns, stumps, piers and poles shall be—

- (i) of non-combustible material; or
- (ii) of bushfire-resisting timber (see Appendix F); or
- (iii) a combination of Items (i) and (ii).

NOTE: This requirement applies to the subject building only and not to verandas, decks, steps, ramps and landings (see Clause 7.7).

*C7.2 Combustible materials stored in the subfloor space may be ignited by embers and impact the building.*

**7.3 FLOORS**

**7.3.1 General**

This Standard does not provide construction requirements for concrete slabs on the ground.

**7.3.2 Elevated floors**

**7.3.2.1 Enclosed subfloor space**

This Standard does not provide construction requirements for elevated floors, including bearers, joists and flooring, where the subfloor space is enclosed with—

- (a) a wall that conforms with Clause 7.4; except that sarking is not required where specified in Clause 7.4.1(c); or
- (b) a mesh or perforated sheet with a maximum aperture of 2 mm, made of corrosion-resistant steel, bronze or aluminium; or
- (c) a combination of Items (a) and (b).

**7.3.2.2 Unenclosed subfloor space**

Where the subfloor space is unenclosed, the bearers, joists and flooring, less than 400 mm above finished ground level, shall be one of the following:

- (a) Materials that conform with the following:
  - (i) Bearers and joists shall be—
    - (A) non-combustible; or
    - (B) bushfire-resisting timber (see Appendix F); or
    - (C) a combination of Items (A) and (B).
  - (ii) Flooring shall be—
    - (A) non-combustible; or
    - (B) bushfire-resisting timber (see Appendix F); or
    - (C) timber (other than bushfire-resisting timber), particleboard or plywood flooring where the underside is lined with sarking-type material or mineral wool insulation; or
    - (D) a combination of any of Items (A), (B) or (C).

*or*

- (b) A system conforming with AS 1530.8.1.

This Standard does not provide construction requirements for elements of elevated floors, including bearers, joists and flooring, if the underside of the element is 400 mm or more above finished ground level.

**7.4 WALLS**

**7.4.1 General**

The exposed components of external walls shall be as follows:

- (a) Non-combustible material including the following provided the minimum thickness is 90 mm:
    - (i) Full masonry or masonry veneer walls with an outer leaf of clay, concrete, calcium silicate or natural stone.
    - (ii) Precast or in situ walls of concrete or aerated concrete.
    - (iii) Earth wall including mud brick.
- or*
- (b) Timber logs of a species with a density of 680 kg/m<sup>3</sup> or greater at a 12% moisture content; of a minimum nominal overall thickness of 90 mm and a minimum thickness of 70 mm (see Clause 3.11); and gauge planed.
- or*
- (c) Cladding that is fixed externally to a timber-framed or a steel-framed wall that is sarked on the outside of the frame, and is—
    - (i) fibre-cement a minimum of 6 mm in thickness; or
    - (ii) steel sheet; or

BAL—29

- (iii) bushfire-resisting timber (see Appendix F); or
- (iv) a combination of any of Items (i), (ii) or (iii).

*or*

- (d) A combination of any of Items (a), (b) or (c).

**7.4.2 Joints**

All joints in the external surface material of walls shall be covered, sealed, overlapped, backed or butt-jointed.

**7.4.3 Vents and weepholes**

Except for exclusions provided in Clause 3.6, vents and weepholes in external walls shall be screened with a mesh made of corrosion-resistant steel, bronze or aluminium.

**7.5 EXTERNAL GLAZED ELEMENTS, ASSEMBLIES AND DOORS**

**7.5.1 Bushfire shutters**

Where fitted, bushfire shutters shall conform with Clause 3.7 and be made from—

- (a) non-combustible material; or
- (b) bushfire-resisting timber (see Appendix F); or
- (c) a combination of Items (a) and (b).

**7.5.2 Screens for windows and doors**

Where fitted, screens for windows and doors shall have a mesh or perforated sheet made of corrosion-resistant steel, bronze or aluminium.

The frame supporting the mesh or perforated sheet shall be made from—

- (a) metal; or
- (b) bushfire-resisting timber (see Appendix F).

Screen assemblies shall be attached using metal fixings.

**7.5.3 Windows and sidelights**

Windows assemblies shall—

- (a) be completely protected by a bushfire shutter that conforms with Clause 3.7 and Clause 7.5.1;

*or*

- (b) conform with the following:

- (i) *Frame material* Window frames and window joinery shall be made from—

- (A) bushfire-resisting timber (see Appendix F); or
- (B) metal; or
- (C) metal-reinforced uPVC and the reinforcing members shall be made from aluminium, stainless steel, or corrosion-resistant steel.

- (ii) *Hardware* Externally fitted hardware that supports the sash in its functions of opening and closing shall be metal.

*C7.5.3 Components other than metal may be used provided they are shielded by the metal components of the window/door frame.*

Trims or other components may use material other than metal.

- (iii) *Glazing* Glazing shall be toughened glass a minimum of 5 mm thickness or glass blocks with no restriction on glazing methods.

NOTE: Where double-glazed assemblies are used, the requirements apply to the external pane of the glazed assembly only.

- (iv) *Seals and weather strips* There are no specific requirements for seals and weather strips at this BAL level.
- (v) *Screens* Where glazing is less than 400 mm from the ground or less than 400 mm above decks, carport roofs, awnings and similar elements or fittings having an angle less than 18 degrees to the horizontal and extending more than 110 mm in width from the window frame (see Figure D3, Appendix D), the glazing shall be screened externally with a screen that conforms with Clause 3.6 and Clause 7.5.2.
- (vi) *In all other cases except for Clause 7.5.3(b)(v)* The openable portions of windows shall be screened internally or externally with screens that conform with Clause 3.6 and Clause 7.5.2.

**7.5.4 Doors—Side-hung external doors (including French doors, panel fold and bi-fold doors)**

Side-hung external doors, including French doors, panel fold and bi-fold doors, shall—

- (a) be completely protected by bushfire shutters that conform with Clause 3.7 and Clause 7.5.1;
- or*
- (b) be completely protected externally by screens that conform with Clause 3.6 and Clause 7.5.2;
- or*
- (c) conform with the following:
- (i) *Door panel material* Materials shall be—
- (A) non-combustible; or
- (B) solid timber, laminated timber or reconstituted timber, having a minimum thickness of 35 mm for the first 400 mm above the threshold; or
- (C) for fully framed glazed door panels, the framing shall be made from metal or from bushfire-resisting timber (see Appendix F) or uPVC.
- (ii) *Door frame material* Door frame material shall be—
- (A) bushfire resisting timber (see Appendix F); or
- (B) metal; or
- (C) metal-reinforced uPVC. The reinforcing members shall be made from aluminium, stainless steel, or corrosion resistant steel.
- (iii) *Hardware* Externally fitted hardware that supports the panel in its functions of opening and closing shall be metal.
- Trims or other components may be use materials other than metal.
- (iv) *Glazing* Where doors incorporate glazing, the glazing shall be toughened glass a minimum of 6 mm in thickness.

- (v) *Seals and weather strips* Weather strips, draught excluders or draught seals shall be installed.
- (vi) *Screens* There is no requirement to screen the openable part of the door at this BAL level.
- (vii) Doors shall be tight-fitting to the door frame and to an abutting door, if applicable.

#### 7.5.5 Doors—Sliding doors

Sliding doors shall—

- (a) be completely protected by a bushfire shutter that conforms with Clause 3.7 and Clause 7.5.1;  
*or*
- (b) be completely protected externally by screens that conform with Clause 3.6 and Clause 7.5.2;  
*or*
- (c) conform with the following:
  - (i) *Frame material* The material for door frames, including fully framed glazed doors, shall be—
    - (A) bushfire-resisting timber (see Appendix F); or
    - (B) metal; or
    - (C) metal-reinforced uPVC and the reinforcing members shall be made from aluminium, stainless steel, or corrosion-resistant steel.
  - (ii) *Hardware* Externally fitted hardware that supports the panel in its functions of opening and closing shall be metal.  
Trims or other components may use materials other than metal.
  - (iii) *Glazing* Where doors incorporate glazing, the glazing shall be toughened glass a minimum of 6 mm in thickness.
  - (iv) *Seals and weather strips* There are no specific requirements for seals and weather strips at this BAL level.
  - (v) *Screens* There is no requirement to screen the openable part of the sliding door at this BAL level.
  - (vi) *Sliding panels* Sliding panels shall be tight-fitting in the frames.

#### 7.5.6 Doors—Vehicle access doors (garage doors)

The following applies to vehicle access doors:

- (a) Vehicle access doors shall be made from—
  - (i) non-combustible material; or
  - (ii) bushfire-resisting timber (see Appendix F); or
  - (iii) fibre-cement sheet, a minimum of 6 mm thickness; or
  - (iv) a combination of any of Items (i), (ii) or (iii).

- (b) All vehicle access doors shall be protected with suitable weather strips, draught excluders, draught seals or brushes. Door assemblies fitted with guide tracks do not need edge gap protection.

NOTES:

- 1 Refer to AS/NZS 4505 for door types.
- 2 Gaps of door edges or building elements should be protected as per Section 3.

*C7.5.6(b) These guide tracks do not provide a direct passage for embers into the building.*

- (c) Weather strips, draught excluders, draught seals or brushes to protect edge gaps or thresholds shall be manufactured from materials having a flammability index not exceeding five.
- (d) Vehicle access doors with ventilation slots shall be protected in accordance with Clause 3.6.

*C7.5.6 Components other than metal may be used provided they are shielded by the metal components of the door assembly.*

## **7.6 ROOFS (INCLUDING PENETRATIONS, EAVES, FASCIAS AND GABLES, AND GUTTERS AND DOWNPIPES)**

### **7.6.1 General**

The following applies to all types of roofs and roofing systems:

- (a) Roof tiles, roof sheets and roof-covering accessories shall be non-combustible.
- (b) The roof/wall and roof/roof junction shall be sealed or otherwise protected in accordance with Clause 3.6.
- (c) Roof ventilation openings, such as gable and roof vents, shall be fitted with ember guards made of non-combustible material or a mesh or perforated sheet conforming with Clause 3.6 and made of corrosion-resistant steel, bronze or aluminium.
- (d) A pipe or conduit that penetrates the roof covering shall be non-combustible.
- (e) Only evaporative coolers manufactured in accordance with AS/NZS 60335.2.98 shall be used. Evaporative coolers with an internal damper to prevent the entry of embers into the roof space need not be screened externally.

### **7.6.2 Tiled roofs**

Tiled roofs shall be fully sarked. The sarking shall—

- (a) be located on top of the roof framing, except that the roof battens may be fixed above the sarking;
- (b) cover the entire roof area including ridges and hips; and
- (c) extend into gutters and valleys.

### **7.6.3 Sheet roofs**

Sheet roofs shall—

- (a) be fully sarked in accordance with Clause 7.6.2, except that foil-backed insulation blankets may be installed over the battens; or

- (b) have any gaps sealed at the fascia or wall line, hips and ridges by—
  - (i) a mesh or perforated sheet that conforms with Clause 3.6 and that is made of corrosion-resistant steel, bronze or aluminium; or
  - (ii) mineral wool; or
  - (iii) other non-combustible material; or
  - (iv) a combination of any of Items (i), (ii) or (iii).

*C7.6.3 Sarking is used as a secondary form of ember protection for the roof space to account for minor gaps that may develop in sheet roofing.*

#### **7.6.4 Veranda, carport and awning roof**

The following applies to veranda, carport and awning roofs:

- (a) A veranda, carport or awning roof forming part of the main roof space [see Figure D1(a), Appendix D] shall meet all the requirements for the main roof, as specified in Clauses 7.6.1 to 7.6.6.
- (b) A veranda, carport or awning roof separated from the main roof space by an external wall [see Figures D1(b) and D1(c), Appendix D] conforming with Clause 7.4 shall have a non-combustible roof covering and the complete support structure shall be—
  - (i) of non-combustible material; or
  - (ii) bushfire-resisting timber (see Appendix F); or
  - (iii) timber rafters lined on the underside with fibre-cement sheeting a minimum of 6 mm in thickness, or with material conforming with AS 1530.8.1; or
  - (iv) a combination of any of Items (i), (ii) or (iii).

#### **7.6.5 Roof penetrations**

The following applies to roof penetrations:

- (a) Roof penetrations, including roof lights, roof ventilators, roof-mounted evaporative cooling units, aerials, vent pipes and supports for solar collectors or the like, shall be sealed. The material used to seal the penetration shall be non-combustible.
- (b) Openings in vented roof lights, roof ventilators or vent pipes shall conform with Clause 3.6 and be made of corrosion-resistant steel, bronze or aluminium.

This requirement does not apply to a room sealed gas appliance.

NOTE: A gas appliance designed such that air for combustion does not enter from, or combustion products enter into, the room in which the appliance is located.

In the case of gas appliance flues, ember guards shall not be fitted.

NOTE: AS/NZS 5601 contains requirements for gas appliance flue systems and cowls. Advice can be obtained from manufacturers and State and Territory gas technical regulators.

- (c) All overhead glazing shall be Grade A safety glass conforming with AS 1288.
- (d) Glazed elements in roof lights and skylights may be of polymer provided a Grade A safety glass diffuser, conforming with AS 1288, is installed under the glazing. Where glazing is an insulating glazing unit (IGU), Grade A toughened safety glass of minimum 4 mm thickness shall be used in the outer pane of the IGU.
- (e) Flashing elements of tubular skylights shall be non-combustible. However, they may be of an alternate material, provided the integrity of the roof covering is maintained by an under-flashing made of non-combustible material.

- (f) Evaporative cooling units shall be fitted with non-combustible butterfly closers as close as practicable to the roof level, or the unit shall be fitted with non-combustible covers with a mesh or perforated sheet with a maximum aperture of 2 mm, made of corrosion-resistant steel, bronze or aluminium.
- (g) External single plane glazed elements of roof lights and skylights, where the pitch of the glazed element is 18 degrees or less to the horizontal, shall be protected with ember guards made from a mesh or perforated sheet with a maximum aperture of 2 mm, made of corrosion-resistant steel, bronze or aluminium.
- (h) Eaves lighting shall be adequately sealed and not compromise the performance of the element.

#### **7.6.6 Eaves linings, fascias and gables**

The following applies to eaves linings, fascias and gables:

- (a) Gables shall conform with Clause 7.4.
- (b) Fascias and bargeboards shall—
  - (i) where timber is used, be made from bushfire-resisting timber (see Appendix F); or
  - (ii) where made from metal, be fixed at 450 mm centres; or
  - (iii) be a combination of Items (i) and (ii).
- (c) Eave linings shall be—
  - (i) fibre-cement sheet, a minimum 4.5 mm in thickness; or
  - (ii) bushfire-resisting timber (see Appendix F); or
  - (iii) a combination of Items (i) and (ii).
- (d) Eave penetrations shall be protected as for roof penetrations as specified in Clause 7.6.5.
- (e) Eave ventilation openings shall be fitted with ember guards in accordance with Clause 3.6 and made of corrosion-resistant steel, bronze or aluminium.
- (f) Joints in eaves linings, fascias and gables may be sealed with plastic joining strips or timber storm moulds.

#### **7.6.7 Gutters and downpipes**

This Standard does not provide requirements for downpipes.

If installed, gutter and valley leaf guards shall be non-combustible.

With the exception of box gutters, gutters shall be metal or uPVC.

Box gutters shall be non-combustible and flashed at the junction with the roof, with non-combustible materials.

### **7.7 VERANDAS, DECKS, STEPS AND LANDINGS**

#### **7.7.1 General**

Decking may be spaced.

There is no requirement to enclose the subfloor spaces of verandas, decks, steps, ramps or landings.

*C7.7.1 Spaced decking is nominally spaced at 3 mm (in accordance with standard industry practice); however, due to the nature of timber decking with seasonal changes in moisture content, that spacing may range from 0 mm–5 mm during service. It should be noted that recent research studies have shown that gaps at 5 mm spacing afford opportunity for embers to become lodged in between timbers, which may contribute to a fire. Larger gap spacing of 10 mm may preclude this from happening but such a spacing regime may not be practical for a timber deck.*

**7.7.2 Enclosed subfloor spaces of verandas, decks, steps, ramps and landings**

**7.7.2.1 Materials to enclose a subfloor space**

The subfloor spaces of verandas, decks, steps, ramps and landings are deemed to be 'enclosed' when—

- (a) the material used to enclose the subfloor space conforms with Clause 7.4, except that sarking is not required where specified in Clause 7.4.1(c); and
- (b) all openings are protected in accordance with Clause 3.6 and made of corrosion-resistant steel, bronze or aluminium.

**7.7.2.2 Supports**

This Standard does not provide construction requirements for support posts, columns, stumps, stringers, piers and poles.

**7.7.2.3 Framing**

This Standard does not provide construction requirements for the framing of verandas, pergolas, decks, ramps or landings (i.e. bearers and joists).

**7.7.2.4 Decking, stair treads and the trafficable surfaces of ramps and landings**

Decking, stair treads and the trafficable surfaces of ramps and landings shall be—

- (a) of non-combustible material; or
- (b) of bushfire-resisting timber (see Appendix F); or
- (c) a combination of Items (a) and (b).

**7.7.3 Unenclosed subfloor spaces of verandas, decks, steps, ramps and landings**

**7.7.3.1 Supports**

Support posts, columns, stumps, stringers, piers and poles shall be—

- (a) of non-combustible material; or
- (b) of bushfire-resisting timber (see Appendix F); or
- (c) a combination of Items (a) and (b).

**7.7.3.2 Framing**

Framing of verandas, decks, ramps or landings (i.e. bearers and joists) shall be—

- (a) of non-combustible material; or
- (b) of bushfire-resisting timber (see Appendix F); or
- (c) a combination of Items (a) and (b).

*7.1.3.3 Decking, stair treads and the trafficable surfaces of ramps and landings*

Decking, stair treads and the trafficable surfaces of ramps and landings shall be—

- (a) of non-combustible material; or
- (b) of bushfire-resisting timber (see Appendix F); or
- (c) a combination of Items (a) and (b).

**7.7.4 Balustrades, handrails or other barriers**

Those parts of the handrails and balustrades less than 125 mm from any glazing or any combustible wall shall be—

- (a) of non-combustible material; or
- (b) bushfire-resisting timber (see Appendix F); or
- (c) a combination of Items (a) and (b).

Those parts of the handrails and balustrades that are 125 mm or more from the building have no requirements.

**7.7.5 Veranda posts**

Shall be made from—

- (a) non-combustible material; or
- (b) bushfire-resisting timber (see Appendix F); or
- (c) a combination of any of Items (a) or (b).

**7.8 WATER AND GAS SUPPLY PIPES**

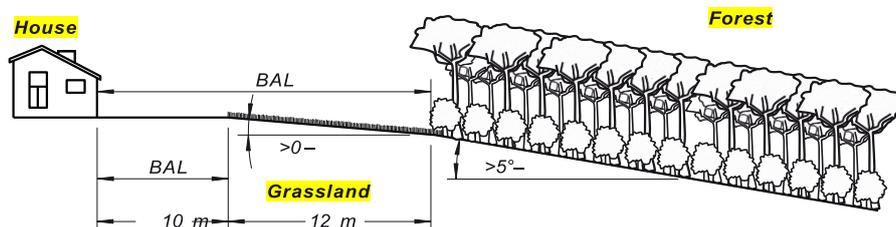
Above-ground, exposed water supply pipes shall be metal.

External gas pipes and fittings above ground shall be of steel or copper construction having a minimum wall thickness in accordance with gas regulations or 0.9 mm whichever is the greater. The metal pipe shall extend a minimum of 400 mm within the building and 100 mm below ground.

NOTE: Refer to State and Territory gas regulations, AS/NZS 5601.1 and AS/NZS 4645.1.

*C7.8 Concern is raised for the protection of bottled gas installations. Location, shielding and venting of the gas bottles needs to be considered.*

**Appendix 5: – An example of downslope /foliage classification & separation distance**

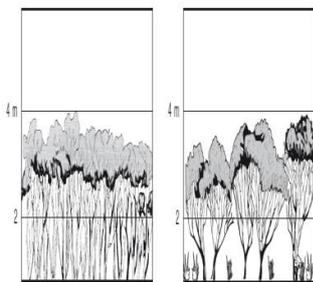




**Downslope**

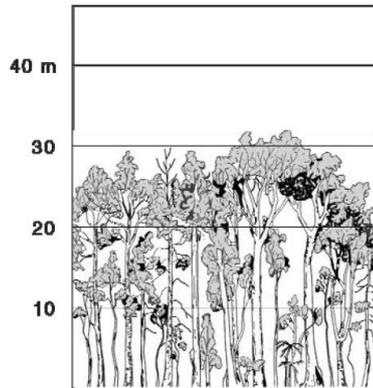


**Level/Upslope**

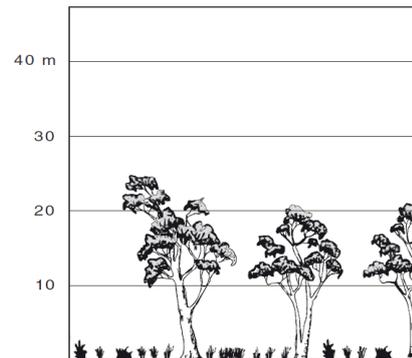


CLOSED SCRUB D-13

OPEN SCRUB D-14



**Forest**



WOODLAND B-05

**Woodland**

**Scrub**

Appendix 6 – Additional Information / bushfire resistant timber species for external timber windows/decks

*Bushfire resistant timber species TABLE F1*

**TABLE F1 BUSHFIRE-RESISTANT  
SPECIES**

<b>Standard trade name</b>	<b>Botanical name</b>
<b>Ash, silvertop</b>	<i>Eucalyptus sieberi</i>
<b>Blackbutt</b>	<i>Eucalyptus pilularis</i>
<b>Gum, red, river</b>	<i>Eucalyptus camaldulensis</i>
<b>Gum, spotted</b>	<i>Corymbia maculata</i>
<b>Ironbark, red</b>	<i>Eucalyptus sideroxylon</i>
<b>Kwila (Merbau)</b>	<i>Intsia bijuga</i>
<b>Turpentine</b>	<i>Syncarpia glomulifera</i>

**Appendix 7: – FD1 Table 100 all of Victoria excluding alpine areas which are FDI 50**

Vegetation classification	BALs				
	BAL—FZ	BAL—40	BAL—29	BAL—19	BAL—12.5
	Distance (m) of the site from the predominant vegetation class				
<b>All upslopes and flat land (0 degrees)</b>					
A. Forest	<19	19–<25	25–<35	35–<48	48–<100
B. Woodland	<12	12–<16	16–<24	24–<33	33–<100
C. Shrubland	<7	7–<9	9–<13	13–<19	19–<100
D. Scrub	<10	10–<13	13–<19	19–<27	27–<100
E. Mallee/Mulga	<6	6–<8	8–<12	12–<17	17–<100
G. Grassland	<6	6–<9	9–<13	13–<19	19–50
<b>Downslope &gt;0 to 5 degrees</b>					
A. Forest	<24	24–<32	32–<43	43–<57	57–<100
B. Woodland	<15	15–<21	21–<29	29–<41	41–<100
C. Shrubland	<7	7–<10	10–<15	15–<22	22–<100
D. Scrub	<11	11–<15	15–<22	22–<31	31–<100
E. Mallee/Mulga	<7	7–<9	9–<13	13–<20	20–<100
G. Grassland	<7	7–<10	10–<15	15–<22	22–<50
<b>Downslope &gt;5 to 10 degrees</b>					
A. Forest	<31	31–<39	39–<53	53–<69	69–<100
B. Woodland	<20	20–<26	26–<37	37–<50	50–<100
C. Shrubland	<8	8–<11	11–<17	17–<25	25–<100
D. Scrub	<12	12–<17	17–<24	24–<35	35–<100
E. Mallee/Mulga	<7	7–<10	10–<15	15–<23	23–<100
G. Grassland	<8	8–<11	11–<17	17–<25	25–<50
<b>Downslope &gt;10 to 15 degrees</b>					
A. Forest	<39	39–<49	49–<64	64–<82	82–<100
B. Woodland	<25	25–<33	33–<45	45–<60	60–<100
C. Shrubland	<9	9–<13	13–<19	19–<28	28–<100
D. Scrub	<14	14–<19	19–<28	28–<39	39–<100
E. Mallee/Mulga	<8	8–<11	11–<18	18–<26	26–<100
G. Grassland	<9	9–<13	13–<20	20–<28	28–<50
<b>Downslope &gt;15 to 20 degrees</b>					
A. Forest	<50	50–<61	61–<78	78–<98	98–<100
B. Woodland	<32	32–<41	41–<56	56–<73	73–<100
C. Shrubland	<10	10–<15	15–<22	22–<31	31–<100
D. Scrub	<15	15–<21	21–<31	31–<43	43–<100
E. Mallee/Mulga	<9	9–<13	13–<20	20–<29	29–<100
G. Grassland	<11	11–<15	15–<23	23–<32	32–<50

- Whether the risk arising from the broader landscape can be mitigated to an acceptable level or warrants the development not proceeding.

53.02-5

31/07/2018  
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**Tables : Defendable space, construction, water supply, vehicle access, vegetation management and outbuilding construction requirements**

**Table 1 Defendable space and construction**

Slope	Vegetation type	Defendable space distance from building facade (metres)				
		Column A	Column B	Column C	Column D	Column E
All upslopes and flat land (0 degrees)	Forest	48	35	25	19	< 19
	Woodland	33	24	16	12	< 12
	Scrub	27	19	13	10	< 10
	Shrubland	19	13	9	7	< 7
	Mallee/Mulga	17	12	8	6	< 6
	Rainforest	23	16	11	8	< 8
	Grassland	19	13	9	6	< 6
Downslope >0 to 5 degrees	Forest	57	43	32	24	< 24
	Woodland	41	29	21	15	< 15
	Scrub	31	22	15	11	< 11
	Shrubland	22	15	10	7	< 7
	Mallee/Mulga	20	13	9	7	< 7
	Rainforest	29	20	14	10	< 10
		<b>BAL 12.5</b>	<b>BAL19</b>	<b>BAL29</b>	<b>BAL40</b>	<b>BALFZ</b>
	Grassland	22	15	10	7	< 7
Downslope >5 to 10 degrees	Forest	69	53	39	31	< 31
	Woodland	50	37	26	20	< 20
	Scrub	35	24	17	12	< 12
	Shrubland	25	17	11	8	< 8
	Mallee/Mulga	23	15	10	7	< 7

PARTICULAR PROVISIONS - CLAUSE 53.02

PAGE 6 OF 11

**Appendix 8: – Clause 53.03-5 Tables for defendable Space**

Slope	Vegetation type	Defendable space distance from building facade (metres)				
		Column A	Column B	Column C	Column D	Column E
Downslope >10 to 15 degrees	Rainforest	36	26	18	13	< 13
	Grassland	25	17	11	8	< 8
	Forest	82	64	49	39	< 39
	Woodland	60	45	33	25	< 25
	Scrub	39	28	19	14	< 14
	Shrubland	28	19	13	9	< 9
	Mallee/Mulga	26	18	11	8	< 8
	Rainforest	45	33	23	17	< 17
Downslope >15 to 20 degrees	Grassland	28	20	13	9	< 9
	Forest	98	78	61	50	< 50
	Woodland	73	56	41	32	< 32
	Scrub	43	31	21	15	< 15
	Shrubland	31	22	15	10	< 10
	Mallee/Mulga	29	20	13	9	< 9
	Rainforest	56	42	29	22	< 22
	Grassland	32	23	15	11	< 11
		<b>BAL 12.5</b>	<b>BAL19</b>	<b>BAL29</b>	<b>BAL40</b>	<b>BALFZ</b>
Downslope >20 degrees	All vegetation	Defendable space and the bushfire attack level is determined using Method 2 of AS3959:2009 Construction of buildings in bushfire prone areas (Standards Australia) subject to any guidance published by the relevant fire authority.				
All slopes	Low threat vegetation	Defendable space is to be provided for a distance of 50 metres, or the property boundary whichever is the lesser, for buildings constructed to all bushfire attack levels. The minimum construction standard is BAL 12.5.				
All slopes	Modified vegetation	Defendable space is to be provided for a distance of 50 metres, or the property boundary whichever is the lesser, for buildings constructed to all bushfire attack levels. The minimum construction standard is BAL 29.				

Note 1: Slope and vegetation type is determined through the bushfire hazard site assessment.



REGISTER BOOK  
VOL. 9758 FOL. 893

# Certificate of Title

UNDER THE "TRANSFER OF LAND ACT"

SATERAY PTY. LTD. of 518 Elizabeth Street Melbourne is the proprietor of an - - - -  
estate in fee simple subject to the encumbrances notified hereunder in all that  
piece of land in the Township and Parish of Harrow being Crown Allotments 6 7 and 8  
Section 4 which land is shown enclosed by continuous lines on the map hereon- - - -

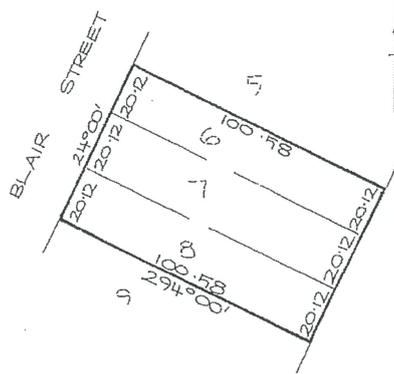
DATE: 19/5/87  
DERIVED FROM VOL.5776 FOL.158 M847484G

## ENCUMBRANCES



*M. Wilson*

Assistant Registrar of Titles



TOTAL AREA 6070m<sup>2</sup>  
MEASUREMENTS ARE IN METRES

MORTGAGE  
LLOYD WILLIAM GRIFFITHS  
REGISTERED 10/10/89  
P476005R 15 DEC 1992



JOINT PROPRIETORS  
JOZSOF GALAMBOS & SUE GALAMBOS  
23 JESPER ST. NOBLE PARK  
S648930R 23/8/93



## **WARTOOK WOODS ENVIRONMENTAL HEALTH**

---

Garry Newman

27/05/2025

### **LAND CAPABILITY REPORT**



**Lot 6 7 8 Sect 4 No - Blair Street HARROW**

**Z & S GALAMBOS**

[Land Capability Assessment Report for proposed Wastewater System.]

**Page 1-12**



# WARTOOK WOODS ENVIRONMENTAL HEALTH

ABN: 71 589 614 270

83 AUGHEY ROAD,  
WARTOOK. 3401

Mobile - 0409133685

[email-garrynew@wimmera.com.au](mailto:email-garrynew@wimmera.com.au)

## LAND CAPABILITY REPORT SITE AND SOIL EVALUATION/TREATMENT DESIGN ANZS 1547-2012/VIC EPA COP ONSITE WASTEWATER MANAGEMENT

**Red ink indicates critical design item**

OUR REFERENCE	zsg/bhd
CLIENT	Zoli & Sharryn Galambos
SITE LOCATION	Lot 6 7 8 Sect 4 No - Blair Street Harrow Vic 3317
TEST/SITE EVALUATION	Carried out by Garry Newman Wastewater Assessor CET Acc. Dip. RSH Assoc. EHA
DATE ASSESSED	21 <sup>st</sup> April 2025
SITE ASSESSMENT FACTORS	See Site and Soil Evaluation Report and Site and Soil Assessment Report (attached to this document)
SITE SUITABILITY	The site is suitable for a wastewater treatment system, although there are some constraints.
SITE AREA	Approx. <b>6,070.00m<sup>2</sup> / 0.6Ha</b> Residential Allotment
SOIL CLASSIFICATION	<b>HORIZON B CATEGORY 5 STRONGLY STRUCTURED SILTY CLAY SOIL</b>
PERMABILITY RATE	HORIZON A 000-50mm Silty Clay Soil
DESIGN LOADING RATE	<b>HORIZON B 050-600mm Strongly structured clay DLR 5mm/day DIR 3.0 mm/day</b>
WATER SUPPLY	Rainwater/reticulated supply available
RESERVE EFFLUENT AREA	Available if required
WASTE FIXTURES	Toilets 1 Basins 1 Showers 1 Bath 1 Sink 1 Trough 1 MAX DAILY FLOW RATE = Based on 1 Bedroom (1+1) x (105L/person/day) <b>Grey water only</b> = <b>105L/DAY total maximum flow rate</b> Allowing for rate (105L/DAY/DIR 3.0mm/day = 68m <sup>2</sup> ) <b>Requires 70m<sup>2</sup> Irrigation area sub surface drip line 70m<sup>2</sup> Reserve Irrigation area.</b>

**Special Notes:-** Efficient water use is essential to reduce hydraulic load in effluent envelope.

**SEPTIC TANK**

One ROTA LOO RL650 COMPOST WC SYSTEM is required for this site.

**EPA Vic Approval Cert of Conformance No OMK30059**

**ECO FLO 450L NATURE CLEAR GREYWATER unit**

**EPA Vic Approval Cert of Conformance No 21323**

**NOTE: The tank lids and IO'S must be above ground level**

**EFFLUENT DISPOSAL  
& TREATMENT  
INSTALLATION  
DESIGN**

The site is suited for the following options:-

The preferred wastewater treatment system should be the option set out below:-

**ROTA LOO RL650 COMPOST WC SYSTEM**

See attached specification. (See Page 9-12)

**ECO FLO 450L NATURE CLEAR GREYWATER SYSTEM**

See attached specification. (Page 10-12)

**SUB SURFACE DRIP IRRIGATION:-**

Filtered grey water to be pumped to drip irrigation under lawn area **150mm** below surface. The dip line is designed for grey water. A total minimum area is **78m<sup>2</sup>** See site Plan for location. (Page 8-12)

**INSTALL TO COUNCIL REQUIREMENTS including:-**

1. Septic tank and effluent dispersal areas to be protected from vehicular traffic and large stock (see site plan Page 8-12)
2. **A no flush toilet pan and water saving devices to all water appliances.**
3. A minimum setback from boundary is :- 3.0metres.

This is to certify the site and soil assessment and design of this effluent system has been completed in Accordance with the recommendation contained in the ANZS 1547-2012 and Victorian EPA COP Onsite Wastewater Management 2013.

**GARRY D NEWMAN**  
**WASTEWATER ASSESSOR**  
Dip RSH Assoc EHA CET Accred.  
Wartook Woods Environmental Health P L

Ref No 10/25 inv 4252  
Date 27/04/2025

## Site & Soil Assessment

Category 5 Soil slowly drained

zsg:bsh

FEATURES	LAND CAPABILITY CLASS RATING					COMMENTS
	1	2	3	4	5	Site Value
<b>GENERAL CHARACTERISTICS</b>						
<b>Site Drainage/ run-off</b>	<b>Very slow</b> Remains wet many weeks	<b>Slow</b> Remains wet more than week	<b>Moderate</b> Remains wet less than week	<b>Rapid</b> Drains in less than a day	<b>Very rapid</b> Drains in Several hours	2
<b>Flooding*</b> (% AEP)	<b>Never</b>		<b>&lt;1 in 100</b>	<b>&lt;1 in 30</b>	<b>&lt;1 in 20</b>	1
<b>*Grade % Fall Slope (°)</b>	0-2 < 1 in 50 < 1 °	2 – 8 < 1 in 12.5 < 5°	8 – 12 < 1 in 8 < 7.5 °	12 – 20 1 in 5 < 11 °	< 20 < 1 in 5 < 11 °	1
<b>Land slip</b>	<b>Exempt</b> Not present	<b>Low</b>	<b>MO - M1</b>	<b>M2</b>	<b>H</b> Present	1
<b>Rainfall</b> (mm/yr)	< 450	450 – 650	650 – 750	750 – 1000	> 1000	2
<b>Pan Evap</b> (mm/yr)	> 1500	1250 – 1500	1000 1250	< 1000	-	2
<b>Seasonal Water table</b>	> 5 m	5 – 2.5 m	2.5 – 1.5 m	1.5 – 1 m	< 1 m	1
<b>SOIL PROFILE CHARACTERISTICS</b>						
<b>Soil structure*</b>	<b>High</b>	<b>Moderate</b>	<b>Weak</b>	<b>Massive</b>	<b>Single grain</b>	2
<b>Profile depth</b>	> 2m	1.5 – 2 m		1.0 – 1.5 m	< 1 m	2
<b>Modified* Emerson* test</b>	1 4, 6, 8	5	2 7	3 2, 3	4 1	2
<b>Stoniness* (%)</b>	 < 10	 10 –20	 >20			1
<b>Salinity*</b> (dS/m)	< 0.3	0.3-0.8	0.8-2.0	2.0-4.0	>4	1
<b>Percolat ion*</b> (mm/hr)	50-75	20-50 75-150	15-20 150-300	300-500	< 15 >500	2

Slowly Drained Silty Clay Soil

Category 4

site rating

2.4

The site has a site rating of 2 being identified as generally suitable for on-site effluent disposal.

# WARTOOK WOODS ENVIRONMENTAL HEALTH SOIL PROFILE INFORMATION AND DATA SHEET

Client name **KOLI & SHARRYN GALAMBOS** Project name: **NEW DWELLING** Excavation no: **1** Logged by: **G.D. NEWMAN**  
 Suburb: **HARROW** Lot number: **678 Sect 4** Map sheet name: Grid reference: **S 35° E 142°**  
 Street address **NO - BLAIR STREET** Surface level: **SLOPE SOUTH - NORTH** Date of inspection **21.04.25** Pit borehole no: **1**  
 Slope: **-2%** form element **PLANAR** Ground cover **GRASSES**  
 Surface condition **DRY** Indicative drainage **SLOWLY DRAINED** Surface stones **NONE** Vegetation **NA** Water table depth: **NA**

	LOWER DEPTH MM	HORIZON	MOISTURE CONDITION*	COLOUR (MOIST)	FIELD TEXTURE	COARSE FRAGMENTS % VOLUME	STRUCTURE	MODIFIED EMERSON	SOIL CATEGORY	SAMPLE TAKEN (Y/N)	CONSISTENCY	PERM'BILITY RATE	OTHER ASSESMENT
1	0-50	B	DRY	GREY	EVEN	-2%	moderate	NO	4	YES	EVEN		DIR
2	50- 600	A	DRY	GREY	EVEN	-2%	moderate	NO	5	YES	EVEN		DIR
3													
4													
5													

Use another form if > 5 layers or major horizons. "Describe moisture condition as: dry, moist, very moist, saturated Notes/conunents/observations:

Overall Soil Category assigned: **HORIZON B (EFFLUENT DISPERSAL LAYER) CAT 5 SILTY CLAY SOIL STRONG STRUCTURE COHESIVE, FORM ED 70MM ROD, CLAY CONTENT 80% GRAVEL COMPONENT 0%**

Soil appears favourable for: **SUB SURFACE EVAPORATION/TRANSPIRATION ABSORPTION DISPERSAL OF PRIMARY EFFLUENT**

(List system types) **ECO FLOW GREY WATER** Maximum depth of system : **SUB SURFACE DRIP IRRIGATION- MAX DEPTH (150mm)** Checked by: **GDN**  
**ROTA LOO COMPOST SYSTEM WC ONLY**



**Soil Test: Horizon B 50-600mm Category 5 clay soil**



**View North of Grey Water Irrigation Envelope**

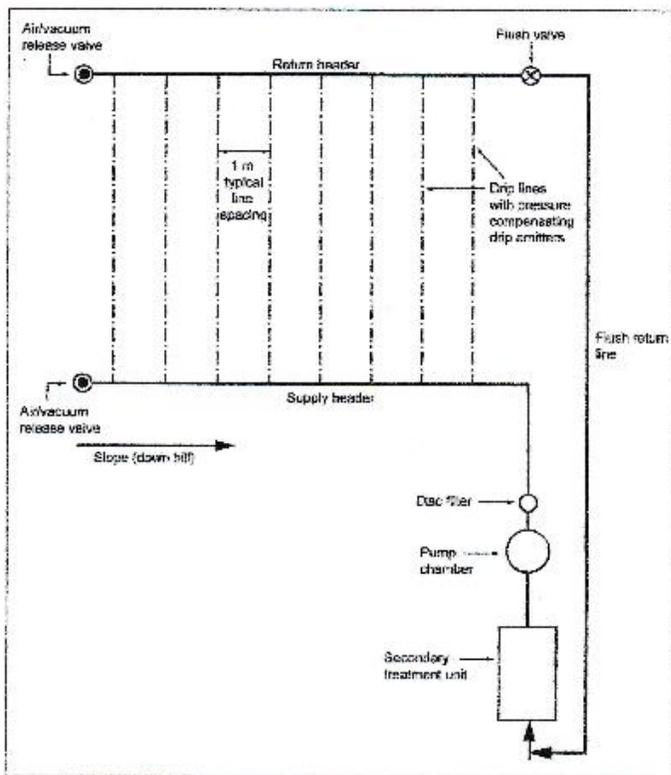
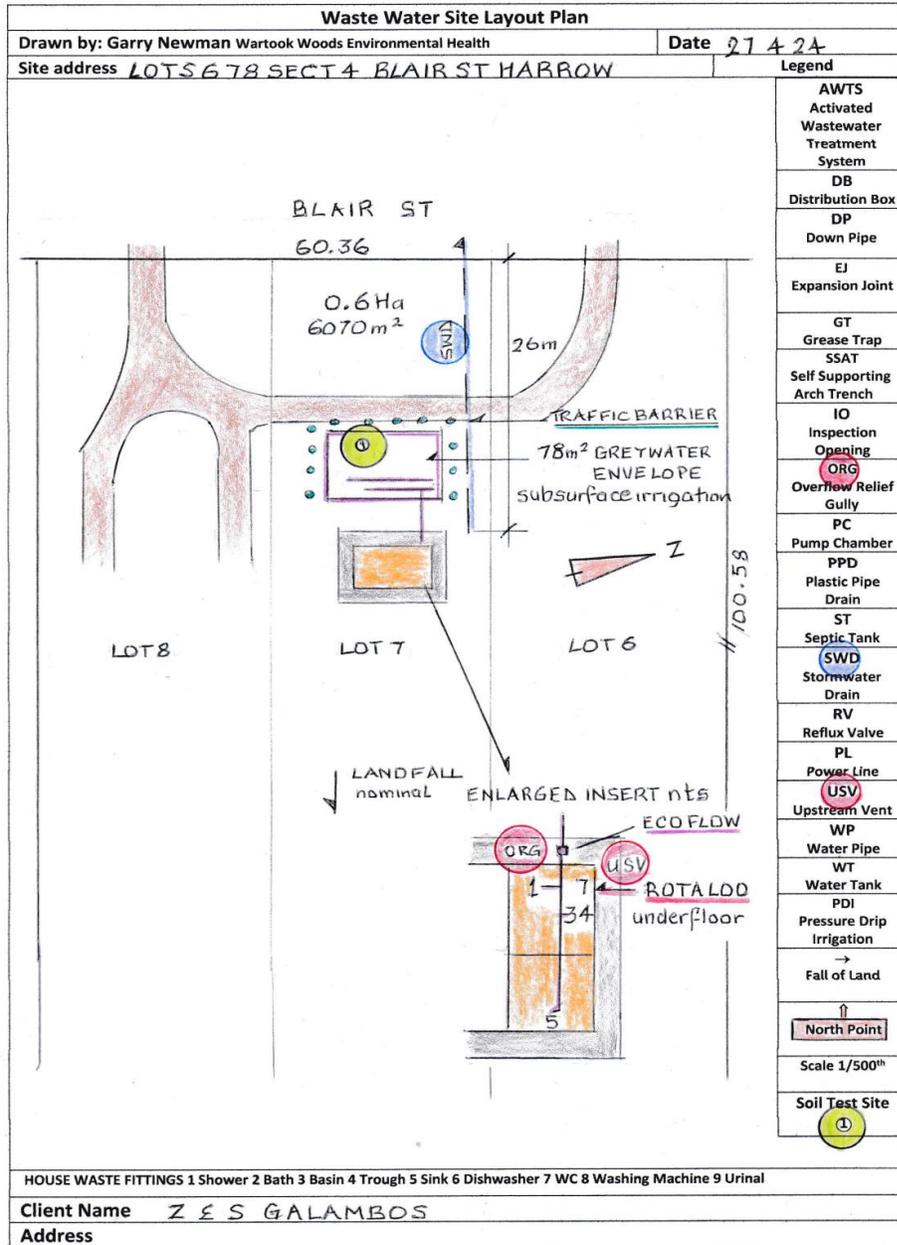


FIGURE M1 DRIP IRRIGATION SYSTEM - EXAMPLE LAYOUT OF COMPONENTS

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**Site Layout Plan  
Page 8-12**

28/04/2025, 16:57

Rota Loo 650 Package | ecoworld



Home | Solar | Water | Light | Wind | Waste | Services | Downloads | Contact



### Rota Loo 650 Package

\$3,993.00

Extraction Fan Voltage \*

Select

Quantity \*

- 1 +

Buy

#### Product Details

- 1 person household

The smallest unit is the Rota-Loo 650. This unit was designed for use in holiday homes with only one toilet pedestal and for homes with minimal clearance. Not recommended for full time domestic use by a family, see the 950 model.

#### Includes

- Waste Chute
- Extraction Fan (12V or 240V)
- 6 Humanure Waste Bins
- Main Turntable, Removable Door and Chamber
- Misc. PVC Ventilation inlet and outlet adaptors

Rota-Loos fan forced ventilation system provides a slight negative pressure at the pedestal to ensure any odours (which are minimal if its all working correctly) are drawn away from users.

Rota-Loo is a Certified Product meeting all requirements of AS/NZS1546.2:2008 - Waterless Composting Toilets. This gives the owner/occupier assurance that Rota-Loo is designed to operate effectively and safely and is manufactured to the highest possible standards.

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EZGREY Grey Water Diverter - 50mm Inlet. As a first time visitor you can [Login/Register \(/account/login\)](#) or [sign up \(/account/register\)](#).

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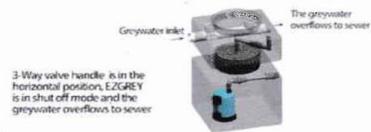
Categories

## EZGREY Grey Water Diverter - 50mm Inlet

Home (<https://www.totalwatersupplies.com.au>) > [AWWS \(/collections/vendors?q=AWWS\)](#) > EZGREY Grey Water Diverter - 50mm Inlet

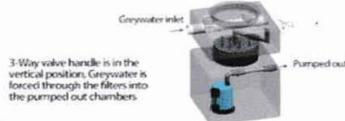
### Operating Modes

#### EZGREY in shut off mode



3-Way valve handle is in the horizontal position, EZGREY is in shut off mode and the greywater overflows to sewer

#### EZGREY in operation with clean filters



3-Way valve handle is in the vertical position, Greywater is forced through the filters into the pumped out chambers

#### EZGREY in operation with blocked filters



3-Way valve handle is in the vertical position and allows water in the EZGREY. The filters are blocked, water overflows back to sewer via the overflow opening

([https://www.totalwatersupplies.com.au/cdn/shop/products/EZGREY\\_Operating\\_Modes\\_1024x1024\\_e0ffbdbb-d58a-4d1c-af99-857fe733f266.png?v=1584921185](https://www.totalwatersupplies.com.au/cdn/shop/products/EZGREY_Operating_Modes_1024x1024_e0ffbdbb-d58a-4d1c-af99-857fe733f266.png?v=1584921185))



<https://www.totalwatersupplies.com.au/products/ezgrey-grey-water-diverter-100-watt-pump>

1/8

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(/cart)



★ REVIEWS

irrigation/products/grey-flow-rotor-valve-6-stations)

Grey Flow Rotor valve - 6 Stations

(/collections/grey-water-irrigation/products/grey-flow-rotor-valve-6-stations)

\$176.00

(/products/grey-flow-rotor-valve-6-stations)

(/collections/grey-water-irrigation/products/grey-flow-drip-tube-complete-kit)

Grey Flow Drip Tube Complete Kit

(/collections/grey-water-irrigation/products/grey-flow-drip-tube-complete-kit)

\$275.00

(/products/grey-flow-drip-tube-complete-kit)



https://www.totalwatersupplies.com.au/collections/grey-water-irrigation

2/5

## Code of practice – onsite wastewater management

Table 5: Setback distances for primary and secondary treatment plants and effluent disposal/irrigation areas in sewerred and unsewerred areas (where applicable) <sup>1, 2, 6, 10,</sup>

Landscape feature or structure	Setback distances (m)		
	Primary sewage and greywater systems	Secondary sewage and greywater systems	Advanced secondary greywater systems <sup>3</sup>
<b>Building</b>			
Wastewater field up-slope of building <sup>7</sup>	6	3	3
Wastewater field down-slope of building	3	1.5	1.5
Wastewater up-slope of cutting/escarpment <sup>12</sup>	15	15	15
<b>Allotment boundary</b>			
Wastewater field up-slope of adjacent lot	6	3	1
Wastewater field down-slope of adjacent lot	3	1.5	0.5
<b>Services</b>			
Water supply pipe	3	1.5	1.5
Wastewater up-slope of potable supply channel	300	150	150
Wastewater field down-slope of potable supply channel	20	10	10
Gas supply pipe	3	1.5	1.5
In-ground water tank <sup>14</sup>	15	7.5	3
Stormwater drain	6	3	2
<b>Recreational areas</b>			
Children's grassed playground <sup>15</sup>	6	3 <sup>16</sup>	2 <sup>16</sup>
In-ground swimming pool	6	3 <sup>16</sup>	2 <sup>16</sup>
<b>Surface waters (up-slope of)</b>			
Dam, lake or reservoir (potable water supply) <sup>8, 13</sup>	300	300 <sup>4</sup>	150
Waterways (potable water supply) <sup>9, 13</sup>	100	100 <sup>4, 5, 17</sup>	50
Waterways, wetlands (continuous or ephemeral, non-potable); estuaries, ocean beach at high-tide mark; dams, reservoirs or lakes (stock and domestic, non-potable) <sup>8, 9</sup>	60	30	30
<b>Groundwater bores</b>			
Category 1 and 2a soils	NA <sup>11</sup>	50 <sup>19</sup>	20
Category 2b to 6 soils	20	20	20
<b>Watertable</b>			
Vertical depth from base of trench to the highest seasonal water table <sup>18</sup>	1.5	1.5	1.5
Vertical depth from irrigation pipes to the highest seasonal water table <sup>18</sup>	NA	1.5	1.5

- Distances must be measured horizontally from the external wall of the treatment system and the boundary of the disposal/irrigation area, except for the 'Watertable' category which is measured vertically through the soil profile. For surface waters, the measuring point shall be from the 'bank-full level'.
- Primary water-based sewerage systems must only be installed in unsewerred areas; secondary sewerage systems must only be installed and managed in sewerred areas by Water Corporations; secondary greywater systems can be installed in sewerred and unsewerred areas (see [Section 3.12.3](#)).
- Advanced secondary greywater systems treating effluent to ≤10/10/10 standard.
- The setback distance in a Special Water Supply Catchment area may be reduced by up to a maximum of 50% conditional on the following requirements (otherwise the setback distances for primary treatment systems apply):
  - effluent is secondary treated to 20/30 standard as a minimum
  - a maintenance and service contract, with a service technician accredited by the manufacturer, is in place to ensure the system is regularly serviced in accordance with Council Septic Tank Permit conditions and
  - Council is satisfied the reduction in set-back distance is necessary to permit the appropriate development of the site and that risks to public health and the environment are minimised.
- Effluent typically contains high levels of nutrients that may have a negative impact on native vegetation and promote the growth of weeds.

Planning Application submission for Zoltan Galambos and Sharryn Greig  
for West Wimmera Shire Council

## 47-55 Blair Street, Harrow.

**Proposed Class 1 A Dwelling (Victoria 1) illustration:**



### **Proposed Development – Blair Street, Harrow**

The land is located on the eastern side of Blair Street in the middle of the township of Harrow. It sits directly alongside the Johnny Mullagh Reserve levee bank on the southern boundary, the town library on the northern boundary, and across the road from the Kolmar House General Store. Both adjoining properties are on mitigated earthworks constructed above the 1% AEP flood level and extend approximately 100 meters east from Blair Street, effectively enclosing the proposed site within a horseshoe-shaped area.

The entire land parcel comprises approximately 7 acres across seven individual titles. A private ‘paper road,’ Donaldson Place, divides the front three blocks (Lots 6–8) from the back blocks (Lots 1–4). The land is currently zoned as Township Zone (TZ) and used for sheep grazing and hobby farming. Lots 6–8 also support gardens and poultry.

The site plan shows the location of the property, the proposed dwelling, and mitigation works, including access tracks from Blair Street. It also demonstrates the land’s relative flatness, with natural ground levels ranging from 99.4 AHD to 99.6 AHD within the Land Subject to Inundation Overlay (LSIO), under the West Wimmera Planning Scheme.

The proposed house site is located within the LSIO.

The dwelling will be 6.85m x 4.22m, built on engineered footings. It is a custom-designed cottage, selected to reflect the ‘Old World’ character of Harrow and to align with Council’s ‘Vision’ and Planning Scheme. In accordance with the Bushfire Attack Level (BAL) report, the dwelling will incorporate fire-resistant cladding and paint. A satisfactory BAL report has been included in this proposal. The site plan also shows a designated buffer zone and a firefighting water tank.

As a single-bedroom home, the dwelling will utilise a composting toilet and a wastewater system, both approved in the Environmental Assessment Report by West Wimmera Shire’s Environmental Officer. This report ensures safe and environmentally friendly waste disposal, with no risk to nearby wetlands or river ecosystems. The inclusion of mitigation works acknowledges and further reduces this risk.

### **Mitigation Works**

The proposed mitigation works will primarily consist of quarry rock fill up to the Probable Maximum Flood (PMF) height, making the new surface level 100.70 AHD (10 cm above Blair Street and 5 cm above the 1-in-500-year flood projections). This represents a height approximately 130 cm above the current ground level, depending on the site’s natural undulation.

The filled area will run 60 meters east-west and 20 meters north-south along the southern boundary, parallel to the existing levee bank. The house site itself, located within this zone, will be built on clay/soil mix instead of rock fill to reduce construction difficulties. A 300 mm layer of topsoil will cover all mitigation areas (excluding access paths) to support lawns and gardens. The area between the western boundary fence and the mitigation works will remain at current AHD levels and will include existing and proposed landscaping.

### **Flood Conditions and Impacts**

The entire site fronting Blair Street falls under a low-risk flood category with a 1% AEP flood depth of 100–120 cm and nil water velocity. LSIO guidelines specify that the safety threshold for an adult in floodwaters is 1.2 m at a velocity of 0.5 m/s. Given the site meets this criterion (with the exception of a small drainage line near the front fence), it is considered acceptable within these thresholds.

The proposed mitigation works will raise the dwelling above the 1-in-500-year flood level, with the house floor at 101.0 AHD—300 mm above finished ground level. This places the house higher than six existing homes in Harrow and above all structures on Blair Street impacted by a 1-in-500-year climate change flood scenario. In that scenario, Blair Street (opposite the old stables) is projected to be inundated by 5 cm.

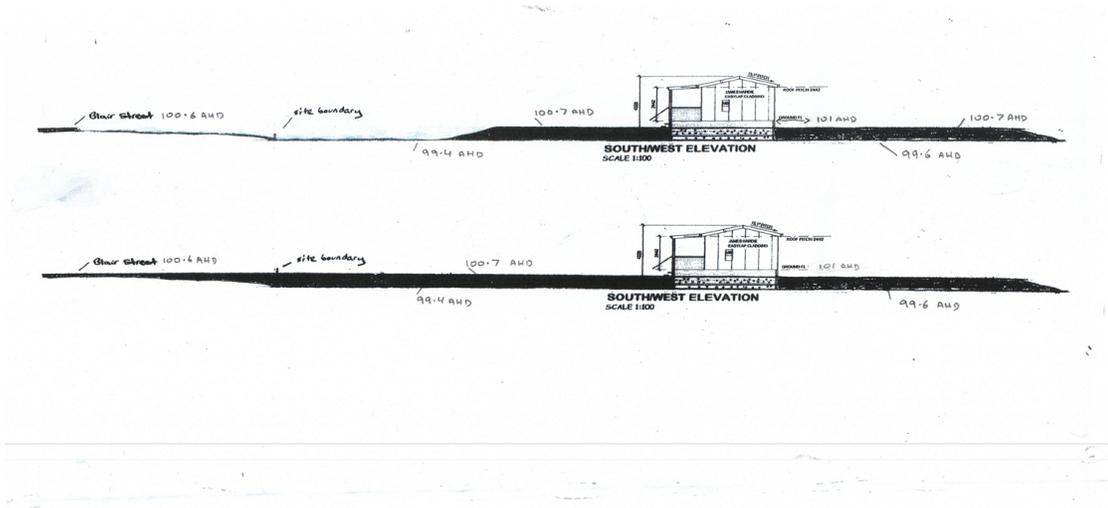
This site is affected by slow-rising river flooding, not flash flooding. This allows 20 to 96 hours of preparation time, as outlined in the Harrow Flood Emergency Response Plan (FERP), which ensures safe management without requiring emergency service intervention. The FERP has been designed to protect multiple residences and businesses and confirms that the proposed development will not endanger residents, emergency personnel, or access routes.

### **Policy Alignment and Environmental Impact**

The land is residentially zoned (TZ) in the township's core, and there is a clear policy direction to support its development. Planning should therefore focus on managing flood risk, not sterilising or severely limiting use of such land.

The 2017 Harrow Flood Report proposed a levee bank from the library to the town's northern entrance. Thorough hydrological modelling showed that the levee would not obstruct floodwaters or reduce flood storage capacity. The same modelling included the Johnny Mullagh Reserve levee. Both projects were on a larger scale than this proposal, suggesting that this small-scale development would have negligible or non-existent environmental impact.

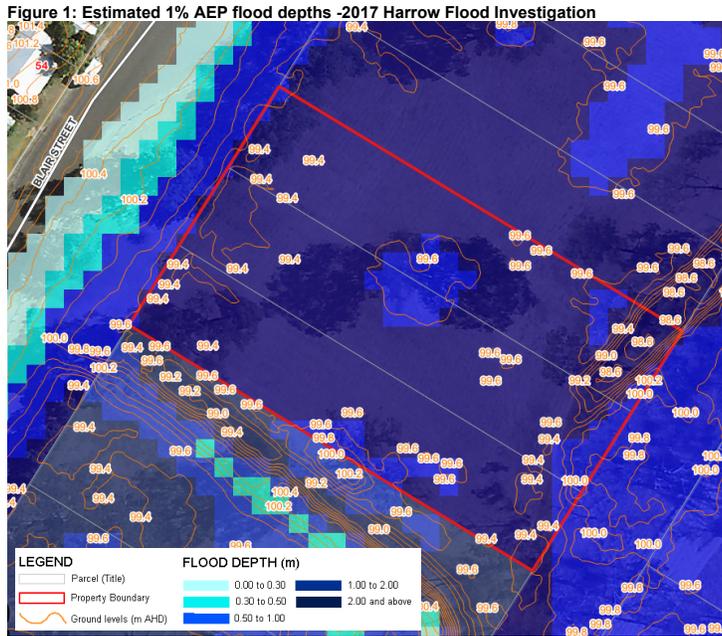




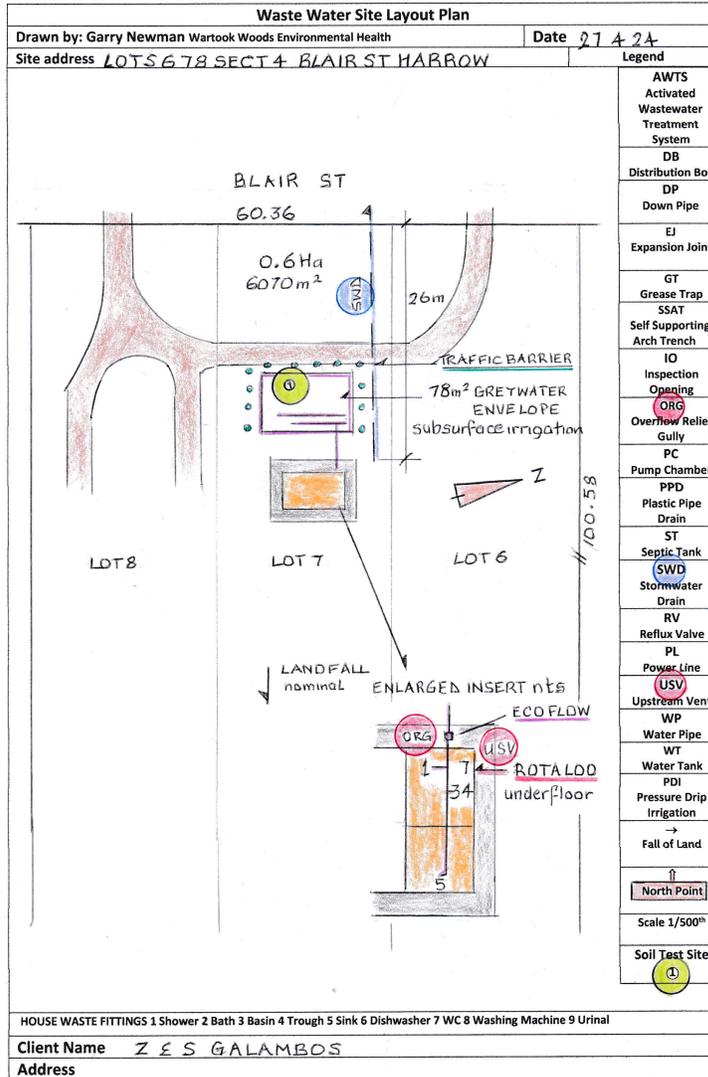
**Site Plan C. AHD levels for Site:**



**Gleng Hopkins CMA**  
Waterway Planning  
79 French Street, Hamilton, Vic 3300  
T: 03 5571 2526 E: [planning@ghcma.vic.gov.au](mailto:planning@ghcma.vic.gov.au)  
ABN: 55 218 240 014



**Site Plan D. Waste Water Site Layout Plan:**



03 9720 2471 | 0474 300 362  
WWW.GOODLIFESTRUCTURES.COM  
LESLIE@GOODLIFESTRUCTURES.COM  
PERTH OFFICE: 4 COLLINGWOOD STREET, OSBORNE PARK W.A. 6017  
MELBOURNE: B7-19-23 MACAULEY PLACE, BAYSWATER VIC 3153



LETREC DRAFTING  
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DIMENSIONS WITH AN 'M' PREFIXED BEFORE THE DIMENSION VALUE ARE METRIC DIMENSIONS. DIMENSIONS WITH NO PREFIX ARE IN MILLIMETERS.  
FOR: ZOU CALAMBOUS  
At Lots 6, 7 & 8 BLAIR ST., HARBOR, VIC 3117  
1/19/25 11:58 AM  
1/19/25 11:58 AM

Job No. 1209  
Client: ZOU CALAMBOUS  
Date: 19/02/2025  
Scale: 1:100  
Project: PROPOSED SMALL LIVABLE DWELLING  
Author: LESLIE  
Check: LESLIE  
Date: 19/02/2025  
Rev: 1  
Rev: 2  
Rev: 3  
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F.F.L. TO BE CONFIRMED ON SITE PRIOR TO CONSTRUCTION

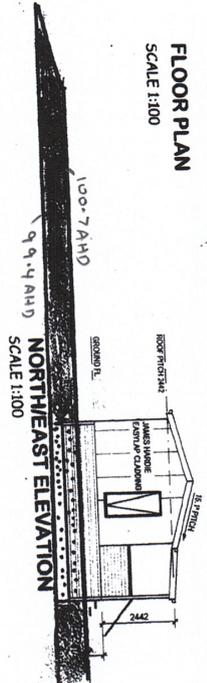
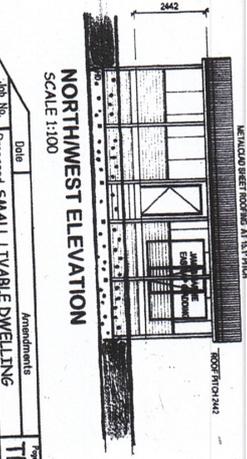
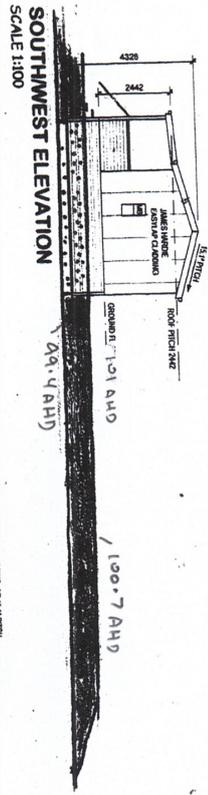
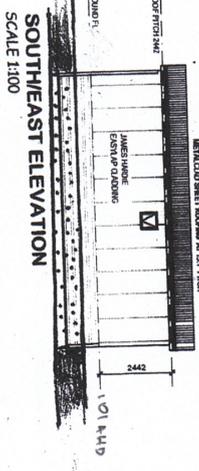
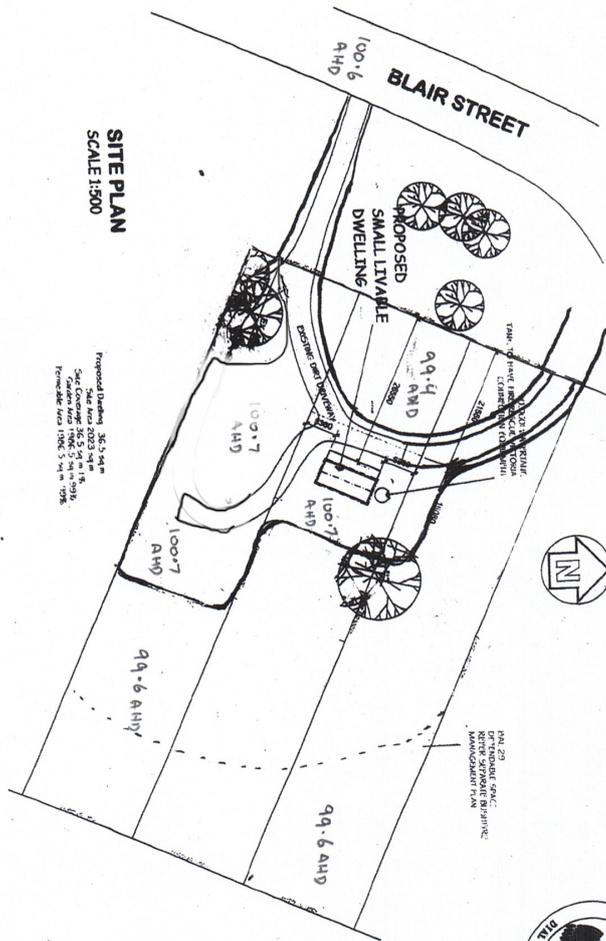
F.F.L. TO BE CONFIRMED ON SITE PRIOR TO CONSTRUCTION

**COLOR SCHEDULE**

MONUMENT	GREY WHITE
ROOF SHEETING	TRIAL
WETLAND COLOR FOR DECOR	

**NOTE**  
THE OWNER SHOULD TAKE CARE TO VERIFY ALL DIMENSIONS AND CONDITIONS PRIOR TO CONSTRUCTION. ANY DISCREPANCIES SHOULD BE REPORTED TO THE ARCHITECT IMMEDIATELY.

CONNECT 100% LINE 5.0MP TO LOCAL TOWN OF HARBOR. TO ALL TOWN OF HARBOR RECOMMENDATIONS. MAXIMUM GRADE OF 1:2 TO ALL DIMENSIONS. DIMENSIONS TO FACE UNLESS OTHERWISE NOTED.



PLANNING

Zoltan Galambos  
47–55 Blair Street  
Harrow VIC 3317  
Ph: 0437 954 867  
Email: gboscoptyltd@icloud.com

21 September 2025

Planning Department  
West Wimmera Shire Council

**Re: Planning Application PA1209 – Response to Glenelg Hopkins CMA Objection**  
Property: 47–55 Blair Street, Harrow

Dear Planning Officer,

Further to my detailed response dated **18 September 2025**, I provide this supplementary submission to demonstrate why the grounds previously relied upon for refusal (2024) no longer provide a valid basis for refusal, given the updated technical evidence and policy analysis now before Council.

### Crosswalk: Previous Refusal Grounds vs Updated Evidence

Previous Refusal Ground	Updated Response (Sept 2025)
Not consistent with Strategic Direction 5 of Clause 02.02 Vision	Land is zoned Township (TZ); proposal advances affordable housing objectives (Clauses 02.03-6 & 16.01-2S).
Does not support Clause 02.03-1 Settlement	Supports township consolidation – dwelling within serviced, zoned land.
Does not support Clause 02.03-3 Climate Change Impacts & Floodplains	Dwelling + access raised to 101.0m AHD – above 1% AEP + freeboard and 1-in-500 yr climate change scenario.
Does not support Clause 12.03-1S River & Riparian Corridors	Site already modified, zoned Township, bounded by levees. No waterways or habitats affected.
Does not support Clause 13.01-1S Natural Hazards & 13.03-1S Floodplain Mgmt	Harrow floods are slow-rising (20–96 hrs); safe floor/access levels + FERP ensure safety.
Does not support Clause 14.02-1S Catchment Planning & 14.02-2S Water Quality	Modest pad (~800 m³), stabilised and landscaped. No adverse impacts on water quality or catchment values.
Does not support Clause 15.01-1S Urban Design / 15.01-2S Building Design	Dwelling incorporates flood-resilient design; compact pad, services above flood levels.
Does not support LSIO purpose / decision guidelines	Pad is modest, modelling shows negligible flood level change; proposal aligns with LSIO intent.
CMA objection under s.55 P&E; Act 1987	CMA is a recommending referral authority only; Council retains full discretion (VCAT: Stock Corp v Yarra CC [2020]).
Risk to life, health, safety	Occupants protected – dwelling + access flood-free even under climate change scenario.
Flood-affected access	Access pad raised above 1-in-500 yr level = permanent safe access.
Burden on emergency services	Safer than many existing dwellings; no additional reliance on emergency services.
Flood damage to infrastructure/assets	Exceeds State & local benchmarks; minimal flood damage risk.

Obstruction of flows / loss of storage	Modelling confirms negligible impact; consistent with CMA guidelines.
Environmental harm	Township site, already modified. No ecological values impacted; stabilisation prevents erosion.
Intensification of floodway occupation	LSIO allows development where risks are managed. Proposal demonstrates this.

The updated evidence comprehensively addresses the previous refusal grounds and demonstrates that the proposal is:

- Safe and flood-resilient (above 1-in-500 yr scenario, with FERP in place);
- Consistent with State and Local policy for township housing, climate adaptation, and floodplain management;
- Environmentally neutral, with negligible impacts on flood behaviour or ecological values; and
- Within Council's discretion to approve, notwithstanding the CMA's advisory objection.

On this basis, I respectfully request that Council exercise its discretion and grant a planning permit, subject to any reasonable conditions.

Thank you for your consideration.

Yours sincerely,

**Zoltan Galambos**

## **Planning Permit Application PA1209 – Response to RFI**

Applicant: Zoltan Galambos

Property: 47–55 Blair Street, Harrow VIC

Date: 23 September 2025

This document provides a comprehensive response to the Request for Further Information (RFI) letter issued by Council in relation to planning permit application PA1209. It consolidates previous submissions, updates, and supporting evidence, ensuring all relevant planning scheme provisions and site-specific issues are addressed.

### **Section A – Planning Scheme Clauses**

#### **Clause 13.03-2S – Floodplains**

### **Section F – RFI Clause Response Checklist**

The following checklist directly cross-references each clause identified in Council's RFI letter (September 2025) with the applicant's responses in this submission. This ensures every request has been addressed in detail.

The dwelling and accessway are designed to achieve full protection against the 1-in-500 year climate change scenario. Mitigation earthworks and raised pad ensure occupant safety and emergency access. The footprint is minor and has negligible impact on flood storage and flow, particularly compared with the approved Harrow levee bank modelling, which covers a much larger footprint. Further modelling is unnecessary, as it would not materially alter this conclusion.

#### **Clause 14.02-2S – Water Quality**

The Land Capability Assessment (LCA) confirms the site's suitability, with structured clay soils and adequate dispersal capacity. Effluent will be treated and disposed of below the surface, preventing surface contamination. Efficient fixtures reduce wastewater loading, required setbacks are maintained, and disposal areas are protected. Although the LCA predates the current mitigation design, the amended fill pad ensures that wastewater treatment and disposal areas are further protected from potential inundation. This provides an additional safeguard, ensuring no risk to groundwater, surface water, or the Glenelg River system.

#### **Clause 15.01-1S – Urban Design**

The proposed dwelling is a typical Australian cottage design with verandah, which is consistent with the character and architectural rhythm of Harrow township. The dwelling integrates with its surroundings, enhances the streetscape, and respects the built form of nearby heritage properties.

#### Clause 19.03-35 – Integrated Water Management

The wastewater system is supported by a Category 5 LCA and incorporates a dry composting toilet and greywater recycling system (Eco Flo, WaterMark WM-21323). Certification documents are provided. The BMP and BMS reports confirm no adverse environmental impacts, including to vegetation. Together with the mitigation fill pad, the system ensures sustainable, low-impact management of water and wastewater, consistent with best practice.

#### Section B – Driveway and Trees

Council's concern regarding the proposed second driveway related solely to the presence of two mature gum trees. The amended design shifts works outside the Structural Root Zone ( $\geq 3.0$  m) and limits encroachment on the Tree Protection Zone to a minor level. No excavation or deep compaction will occur within the TPZ, and construction will follow root-sensitive methods. Arborist supervision can be arranged if required.

Recent inspection and photographic evidence confirm that the subject gum trees exhibit significant structural defects, including basal cavities, decay, scarring, and cracking. These are recognised risk factors for tree failure. Their condition suggests they may ultimately require removal as dangerous trees under Council's own safety provisions. A further tree across the boundary at Johnny Mullagh Reserve shows similar structural defects and poses a public risk.

On this basis, the gum trees should not be regarded as a determinative planning constraint. Whether they are retained (with the amended protection measures) or removed for safety reasons, the driveway design is appropriate. Accordingly, both entrances are retained in the proposal.

#### Section C – Drawings

The application relies on the existing professionally prepared digital dwelling and site plans supplied by the original draftsman, which remain current and form the authoritative drawings for assessment. The applicant has provided annotated mark-ups to those digital plans to indicate the proposed driveway alignment, fill pad levels and cross-sections. These mark-ups are intended to be read in conjunction with the original digital drawing files supplied by the draftsman; no separate amended digital CAD redrawings have been prepared by the applicant.

Should Council require the applicant to provide a formally redrawn digital version, the applicant is willing to engage a qualified draftsman or architect to formalise the amendments. In that event, the applicant respectfully requests that Council specify the precise deficiencies it has identified and whether minor amendments or clarifications (which the applicant can provide) would be acceptable in lieu of full professional redrafting.

**Section D – Earthworks and Fill Source**

Fill will be sourced from Moree Quarries (clean fill) and McClure Rock Company (structural rock). Both suppliers are established and compliant with regulatory standards. Rock fill provides stability and erosion resistance. Truck haulage and placement will be carried out by Heath McClure, with experience in quarry and mitigation works. This ensures materials are sourced, transported, and placed in a professional and environmentally sound manner.

**Section E – Certificate of Title**

A copy of the Certificate of Title and Plan of Subdivision has already been provided to Council with the original application. As no changes have occurred, the existing title remains current and can be relied upon for this application.

**Appendices**

Appendix A – Land Capability Assessment (LCA Report)

Appendix B – BMP and BMS Reports

Appendix C – Greywater Certification (Eco Flo, WM-21323)

Appendix D – Amended Site Layout Plan and Cross-Sections

Appendix E – Photographs of Subject Gum Trees and Reserve Tree

**Re: Request for Further Information – Planning Application PA1209**

RFI Clause / Item	Applicant's Response
02.02 Strategic Vision	Section A – Demonstrates consistency with Council's strategic vision by supporting township growth and appropriate infill development on serviced land within Harrow.
02.03-1 Strategic Directions	Section A – Supports sustainable settlement planning and directs residential growth to township land identified as suitable for housing.
02.03-3 Strategic Directions	Section A – Provides additional housing choice consistent with the established township character and scale of Harrow.
12.03-1S River / Riparian Corridors	Section B – Development is located away from waterways and riparian corridors; fill pad and stabilised design ensures no erosion or waterway impact.
13.01-1S Natural Hazards	Section B – Flood risks mitigated through fill pad raising dwelling and driveway above 1:500 year event; safe access maintained; double driveway ensures emergency resilience.
13.03-1S Floodplain Management	Section B – Flood storage and flow impacts negligible; Harrow levee bank precedent confirms modelling would show footprint is insignificant; mitigation works ensure safe development.
14.02-1S Catchment Planning	Section B – Site planning integrates mitigation earthworks and sustainable land management, consistent with catchment strategies.
14.02-2S Water Quality	Section B – LCA confirms suitability of structured clay soils; sub-surface effluent dispersal ensures no surface contamination; fill pad elevates and protects treatment areas; greywater design further safeguards water quality.
15.01-1S Urban Design	Section D – Dwelling adopts cottage form with verandah, consistent with Harrow township character; scale and siting appropriate to neighbourhood context.
15.01-2S Building Design	Section D – Design supports sustainability and passive principles; built form, height, and materials respect township scale and character.
44.04 Land Subject to Inundation Overlay	Section B – Mitigation works raise dwelling above flood level; flood storage and flow maintained; dwelling and access safely designed to LSIO requirements.
52.17 Native Vegetation	Section B + Appendix E – No removal required; driveway amended to avoid SRZ; BMP and BMS confirm gum trees not significantly impacted.
Driveway Relocation / Trees	Section B + Appendix E – Subject trees' TPZ/SRZ respected; fill start relocated outside SRZ; construction method root-sensitive; photographic evidence shows existing defects.
Digital Drawings	Section C – Original professional digital plans remain authoritative; applicant has provided annotated mark-ups; open to redraft if Council requires, subject to reasoning.
Source of Fill	Section B – Fill sourced from licensed local quarry (McClure Rock Company); material stable, compatible, and supported by local contractor evidence.
Certificate of Title	Section E – Current title already held by Council; remains unchanged; applicant confirms no amendments.

**Appendix E – Tree Photographs**

**E1. Subject Trees on the Property (Adjacent to Proposed Driveway)**

Photos A–D show the subject trees located adjacent to the proposed driveway.



*Photo A – Subject Tree (basal cavity visible)*



*Photo B – Subject Tree (fork split)*



*Photo C – Subject Tree (scarring/decay)*



*Photo D – Subject Tree (lean and canopy defect)*

**E2. Adjacent Trees in Johnny Mullagh Reserve (Opposite Fence Line)**

Photos E–H show neighbouring reserve trees exhibiting decay and structural defects.



*Photo E – Reserve Tree (basal hollow)*



*Photo F – Reserve Tree (large cavity)*



*Photo G – Reserve Tree (decay and bark loss)*



*Photo H – Reserve Tree (structural weakness/crack)*



## 15.2 Planning Permit PA1192 Correction of Permit Conditions

*Directorate: Infrastructure Development and Works*

*Report Author: Senior Planning Officer*

*Report Purpose: For Decision*

### **Purpose**

The purpose of this report is to advise Council of an administrative error (omission) identified after the 19 November 2025 resolution for Planning Permit PA1192 (Kelly Street Kaniva Vic 3419).

Standard referral authority conditions relating to the provision of power and water were inadvertently omitted from the Officer Recommendation and Council resolution due to their late receipt.

Under Section 71(1)(a) of the *Planning and Environment Act 1987*, this omission can be corrected as a clerical mistake, and this matter is presented for Council determination to correct the omission and include the required conditions in the Notice of Decision.

### **OFFICER RECOMMENDATION:**

**That Council resolves to add the following conditions to those previously considered, renumber the conditions accordingly, and issue the Notice of Decision.**

### **POWERCOR**

- 12. The plan of subdivision submitted for certification under the Subdivision Act 1988 shall be referred to the Distributor in accordance with Section 8 of that Act.**
- 13. The applicant shall provide an electricity supply to all lots in the subdivision in accordance with the Distributor's requirements and standards.**
- 14. The applicant shall ensure that existing and proposed buildings and electrical installations on the subject land are compliant with the Victorian Service and installation Rules (VSIR).**

### **GRAMPIANS WIMMERA MALLEE WATER (GWM Water)**

- 15. The owner/applicant must enter into a Developer Agreement with GWM Water for the supply of water and sewerage to each lot of the subdivision.**
- 16. The owner/applicant must install water mains and associated works to serve each lot/dwelling of the proposed development, at the owner's cost, and in accordance with GWM Water's specifications and requirements.**



17. The owner/applicant must provide plans and estimates of all proposed water supply works prior to commencement, for GWM Water's approval.
18. The owner/applicant must provide individually metered water services to each dwelling in accordance with GWM Water's requirements.
19. The owner/applicant must install sewerage mains and associated works to individually serve each lot/dwelling of the proposed development, at the owner's cost, in accordance with GWM Water's specifications and requirements.
20. The owner/applicant must provide plans and estimates of all proposed sewerage works prior to commencement for GWM Water's approval.
21. The owner/applicant must pay GWM Water a fee of 3.25% of the total cost of construction (including design and supervision) for its review of design documentation and supervision of works. This fee relates to checking that the works are designed and constructed in accordance with GWM Water's requirements and does not relieve the developer from ensuring proper design and appropriate supervision.
22. The owner/applicant must provide easements in favour of GWM Water over all existing and proposed assets located within private land, in accordance with GWM Water Land Tenure Policy.
23. The owner/applicant must provide written notification of commencement of the works to enable GWM Water to organise inspections and coordinate with its staff.
24. The owner/applicant must ensure all infrastructure is tested in accordance with the relevant WSA and GWM Water standards. This includes water quality, hydrostatic pressure, compaction, and air pressure testing as directed by GWM Water.
25. The owner/applicant must provide "as constructed" plans and a schedule of final asset costs at the level identified in GWM Water's asset register for all water and sewerage works upon completion.
26. The plan of subdivision submitted for certification must be referred to GWM Water in accordance with Section 8 of the Subdivision Act.
27. The owner/applicant must provide GWM Water with an updated drainage plan for each lot/dwelling submitted by a qualified plumber.



**Moved:** Cr Jodie Pretlove

**Seconded:** Cr Richard Hicks

**That Council resolves to add the following conditions to those previously considered, renumber the conditions accordingly, and issue the Notice of Decision.**

**POWERCOR**

- 12. The plan of subdivision submitted for certification under the Subdivision Act 1988 shall be referred to the Distributor in accordance with Section 8 of that Act.**
- 13. The applicant shall provide an electricity supply to all lots in the subdivision in accordance with the Distributor's requirements and standards.**
- 14. The applicant shall ensure that existing and proposed buildings and electrical installations on the subject land are compliant with the Victorian Service and Installation Rules (VSIR).**

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- 20. The owner/applicant must provide plans and estimates of all proposed sewerage works prior to commencement for GWM Water's approval.**
- 21. The owner/applicant must pay GWM Water a fee of 3.25% of the total cost of construction (including design and supervision) for its review of design documentation and supervision of works. This fee relates to checking that the works are designed and constructed in accordance with GWM Water's requirements and does not relieve the developer from ensuring proper design and appropriate supervision.**
- 22. The owner/applicant must provide easements in favour of GWM Water over all**



existing and proposed assets located within private land, in accordance with GWM Water Land Tenure Policy.

23. The owner/applicant must provide written notification of commencement of the works to enable GWM Water to organise inspections and coordinate with its staff.
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26. The plan of subdivision submitted for certification must be referred to GWM Water in accordance with Section 8 of the Subdivision Act.
27. The owner/applicant must provide GWM Water with an updated drainage plan for each lot/dwelling submitted by a qualified plumber.

**CARRIED UNANIMOUSLY (5 / 0)**

### **Declaration of Interest**

No officer declared an interest under the Local Government Act 2020 (LGA 2020) in the preparation of this report.

### **Background**

Planning Permit PA1192 was previously considered by Council on 19 November 2025. Council resolved to issue a Notice of Decision to Grant a Planning Permit for land known and described as Kelly Street Kaniva Vic 3419, for the Construction 3 Dwellings & 6 Lot Subdivision, in accordance with endorsed plans, and subject to conditions.

In preparing the Notice of Decision, it came to the attention of Council officers that permit conditions submitted by referral authorities had been omitted from the Officer Recommendation and the Council resolution.

The reason for this omission was an administrative error arising from the late receipt of referral authority conditions.



Section 71 (1) (a) of the *Planning and Environment Act 1987* allows for the correction of mistakes where “a clerical mistake or an error arising from any accidental slip or omission” occurs.

The conditions being added to the permit are standard referral authority conditions that relate to the provision of power and water to the development.

### **Risk Management Implications**

Risk identified: Regulatory risk

### **Legislative Implications**

The report complies with the requirements of the:  
Planning and Environment Act 1987

### **Environmental Implications**

Environmental Risk rating has been assessed as: Low

### **Financial and Budgetary Implications**

Nil

### **Policy Implications**

This report is supported by the following West Wimmera Shire Council Policy/s:

Not applicable

### **Council Plan Implications**

This report supports the following sections of the West Wimmera Shire Council Plan 2021 – 2025:

#### ***Goal 1 – Healthy, inviting and connected community***

- 1.1 Support the provision of early years, education and childcare services within the shire.
- 1.3 Create recreation, sport and active lifestyle opportunities for the community.

#### ***Goal 2 – Diverse and growing economy***

- 2.2 Increase housing availability and improve township amenity.

### **Communication Implications**

Consultation has already been undertaken in development of the plans



### **Gender Equality**

No Equal Impact Assessment is required

### **Conclusion**

These recommendations correct an administrative error by adding the standard power and water connection conditions and are presented to Council to maintain transparency and ensure the public record accurately reflects the permit requirements.

### **Attachments**

Nil



## 16 Sealing Schedule

Nil.

## 17 Late Items of Business

**Pursuant to West Wimmera Shire Council Governance Rules – Division 3 Section 20:**

### 20. Late Business

*If the agenda for a Council meeting makes provision for late business, business cannot be admitted as late business other than by resolution of Council, and only then if it:*

- *20.1 relates to or arises out of a matter which has arisen since distribution of the agenda; and*
- *20.2 cannot safely or conveniently be deferred until the next Council meeting.*

## 18 Confidential Reports

### **OFFICER RECCOMENDATION:**

**That Council considers the confidential reports below in accordance with Section 66 (5) (a) and (b) of the Local Government Act 2020 and records the ground or grounds for determining to close the meeting to the public as follows:**

- Item 18.1 Australia Day Awards - Community Event of the Year**
- Item 18.2 Australia Day Awards - Community Group of the Year**
- Item 18.3 Australia Day Awards - Citizen of the Year**
- Item 18.4 Australia Day Awards - Young Citizen of the Year**

***(a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;***



**Moved:** Cr Jodie Pretlove

**Seconded:** Cr Tim Meyer

**That Council pursuant to Section 66 (2)(a) of the Local Government Act 2020 close the meeting to members of the public at 3:42pm to resolve on matters pertaining to the following items:**

**Item 18.1 Australia Day Awards - Community Event of the Year**

**Item 18.2 Australia Day Awards - Community Group of the Year**

**Item 18.3 Australia Day Awards - Citizen of the Year**

**Item 18.4 Australia Day Awards - Young Citizen of the Year**

*(f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs;*

**CARRIED UNANIMOUSLY (5 / 0)**

## 19 Close of Meeting

**Meeting closed:**

The Council Meeting - 17 December 2025 was declared closed at 3:42pm

**Next Meeting:**

18 February 2026

Edenhope

Mayor's Signature

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