



ATTACHMENTS

**Ordinary Council Meeting
Under Separate Cover
Wednesday, 2 December 2020**

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TAVERNER STREET DEVELOPMENT PLAN – DRAFT E

20-26 Taverner Street, Maddingley

November 2020



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Revision	Date	Comment
Draft A	3 February 2020	
Draft B	20 July 2020	comprehensive amendments based on RFI comments
Draft C	27 July 2020	minor amendments to text and plans
Draft D	14 October 2020	updated subdivision and additional Housing Design Guidelines, Boyes CI cross section
Draft E	6 November 2020	updated Design Element 9 and Staging Table, update Boyes CI cross section

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1. Introduction

The Taverner Street Development Plan (Development Plan) relates to five properties at 20-26 Taverner Street, Maddingley. Together, they form 10.55ha of land on the south side of the Werribee River that is zoned for residential development.

The development plan area has convenient access to the Bacchus Marsh Town Centre and is walking distance to the Railway Station. Local amenities include the sporting fields, tennis courts and children’s playground at Maddingley Park. The well-used path network along the Werribee River provides a picturesque setting for recreational walking and cycling.

This Development Plan identifies the potential for approximately 140 dwellings surrounded by an expanded Werribee River Corridor and a large open space precinct along Taverner Street that includes a heritage park with 150-year-old Osage Orange Trees. These new features will add to the amenity-rich area and deliver a unique lifestyle location for future residents.

The development plan area was rezoned in 2016 as part of planning scheme amendment C51 which related to the broader Bacchus Marsh Activity Centre. For this specific area, the amendment:

- Rezoned the development plan area from Farm Zone to General Residential Zone – Schedule 1,
- Introduced a Schedule 4 to the Development Plan Overlay,
- Introduced a Schedule 13 to the Design and Development Overlay, and
- Applied an Environmental Audit Overlay.

This Development Plan is the next stage of strategic planning intended to address the planning scheme requirements and ensure the five properties are developed in an orderly manner. It has been informed by the following background works and reports:

- Site Features and Levels Survey (Benchmark Land Surveyors)
- Geotechnical - Feasibility Assessment (Ground Science)
- Arboricultural Assessments (Homewood Consulting and ENSPEC)
- Flora and Fauna Assessment, Native Vegetation Impact Assessment and Management Plan (Practical Ecology)
- Preliminary Site Investigation (Atma Environmental)
- Remediation Action Plan (Atma Environmental)
- Civil Engineering Servicing Report (Cardno)
- Traffic and Transport Assessment (Cardno)
- Stormwater Management Plan (LDEng)
- Cultural Heritage Management Plan (Benchmark Heritage)

The Development Plan has been prepared by Urban Terrain on behalf of VM Builders Pty Ltd which owns 22, 24A and 26 Taverner Street. Property owners at 20 and 24 Taverner Street have provided consent to undertake background investigations on their properties associated with preparation of the plan.



Figure 1 - Development Plan Area



2. Site Context

The development plan area is 10.55ha and located less than one kilometre south of the Bacchus Marsh town centre. It completes a broader residential precinct bound by the town centre to the north, Taverner Street to the south, Fiskin Street to the east and Grant Street to the west.

The development plan area has an irregular shape due to the Werribee River which runs along its northern boundary. Fiskin Street forms the eastern boundary of the development plan area and provides a direct connection north to Main Street. The southern boundary is formed by Taverner Street that connects to Grant Street and extends north to the Bacchus Marsh town centre and the primary concentration of local shops and services in the area. Boyes Close is a local access street that forms the western boundary.

The following land uses make up the surrounding area:

- The South McGrath Street Reserve is located along the north side of the Werribee River to provide a riparian zone between the river and residential development to the north. The river can be crossed at the pedestrian bridge at the northwest corner of the development plan area or crossing the vehicle bridge at the northeast corner. A gravel path meanders through the trees close to the bank of the river.
- A low-density residential area is located directly north of the South McGrath Street Reserve with a single large lot still being used as a market garden which is also zoned for future residential development.
- Watson's Bulk Logistics (WBL) is located east of Fiskin Street. Grain storage facilities at WBL house wheat, canola and barley from a number of local

growers in the region. Trucks can access the facility from either Fiskin Street or Taverner Street.

- Boyes Close acts as an interface between the development plan area and the residential precinct to the west. The precinct is made up of one and two storey, detached dwellings.
- The Maddingley Park Reserve is located directly southwest of the development plan area and extends all the way to Grant Street. It includes tennis courts, sporting fields and a children's playground.
- An area of vacant land in the Farm Zone is located just south of Taverner Street along Fiskin Street with a light industrial area situated south of the vacant land. Moorabool Shire has recently acquired the vacant land to develop an indoor sports facility. Refer to Section 4 – Policy Context, for a zoning map.
- Bacchus Marsh Train Station sits directly south of Maddingley Park Reserve, about 400m from the subject site.
- Bacchus Marsh College is located along Grant Street just south of Taverner Street. Bacchus Marsh Grammar School is located about 1km southwest on South Maddingley Road.
- The Bacchus Marsh Aquatic Centre is located on Grant Street, on the north side of the Werribee River.

These land uses are shown in Figure 2 on the following page.

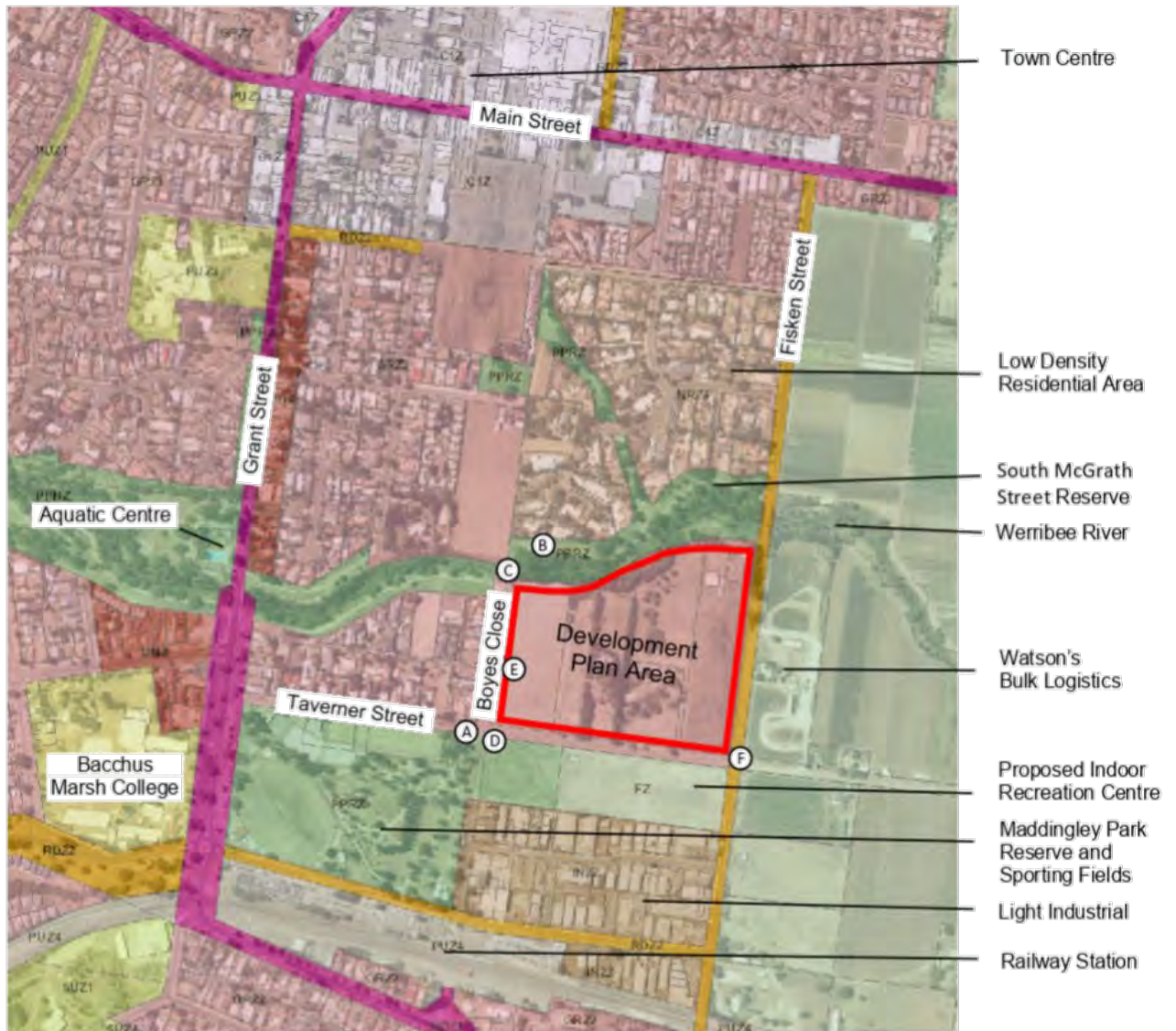


Figure 2 - Site Context

Letters on the plan refer to photo locations in Section 2.1.



2.1. Site Context Photos

A - Maddingley Park Reserve



B - South McGrath Street Reserve along north side of Werribee River



C - Werribee River looking west





D - Vacant land and industrial area south of Taverner Street



E - Residential subdivision to the west and Peelmans Lane



F - Watson's Bulk Logistics – east of Fiskens Street





3. Site Description

The subject site is made up of five land holdings which were all former market gardens but have since become large residential properties with a number of dwellings, sheds and other structures. 22, 24 and 26 Taverner Street each contain an inhabited dwelling. 20 Taverner Street has no dwellings but does have several sheds. 24 A Taverner has no dwellings or structures. 26 Taverner Street has access from Fisken Street while the others have access from Taverner Street.

A unique feature of the development plan area is that it has a gradual downward slope towards the southeast corner, rather than towards the Werribee River. This results in a steep bank along much of the northern boundary.

Trees make up several prominent features of the development plan area. There are concentrated sections of trees along the Werribee River which include Osage Orange Trees and River Red Gums. The southern portion of 22 Taverner Street includes the heritage protected 'The Avenue' and 'The Windbreak' rows of Osage Orange Trees. The most prominent trees are three very large River Red Gums along Fisken Street standing at 17, 20 and 21 metres.

Letters on the plan below refer to Site Photos in Section 3.1 and 3.2.



Figure 3 - Site Aerial with Title Boundaries

Letters on Figure 3 relate to Site Photos in Sections 3.1 and 3.2



3.1. Site Photos

G - Pedestrian bridge crossing the Werribee River at the northwest corner of the development plan area



H - View south across 20 Taverner Street



I - 'The Avenue' of Osage Orange Trees on 22 Taverner Street





J - Osage Orange Tree 'The Avenue' and current entry to 22 Taverner Street



K - Osage Orange Tree Windbreak and entry to 24 Taverner Street



L - View northwest across 26 Taverner Street





3.2. Road Network Photos

M - View south along Boyes Close



N - Trees along north side of Taverner Street



O - Taverner Street approach to Fisker Street Intersection





P - Taverner Street to the east of Boyes Close



Q - Fiskin Street looking north with large River Red Gums in the road reserve



R - Fiskin Street Bridge crossing the Werribee River to the northeast of the development plan area





4. Policy Context

The *Moorabool Planning Scheme* includes relevant zones, overlays and local planning policies which are summarised below.

4.1. Local Planning Policy Framework

Clause 21.01 – Municipal Profile, Council Vision and Strategic Directions

Clause 21.01 outlines Council’s goals to provide a wide diversity of housing choices, including size of dwellings, in urban areas throughout the region.

Clause 21.02 – Settlement

Objective 1 of Clause 21.01 seeks to direct urban growth to identified growth areas in order to protect productive rural areas and achieve a more compact sustainable urban area. This policy highlights the need to implement the requirements of applicable Development Plan Overlays in these areas.

Clause 21.03 – Environment and Landscape Values

This clause highlights that Moorabool Council is committed to the protection of biodiversity and native vegetation, interested in protecting key areas of ecological significance and improving native vegetation conditions.

Clause 21.06 – Built Environment and Heritage

Clause 21.06 stipulates that the two Design and Development Overlays that apply to the development plan area, DDO2 and DDO13, must be considered in the development of land in this area.

Clause 21.07 – Housing

Objective 1 of Clause 21.07 outlines Council’s goal to locate new housing within close proximity to existing and/or planned transport corridors, activity centres and open space.

4.2. Zones

The development plan area falls within the General Residential Zone – Schedule 2 (GRZ2) which is applied to natural and greenfield residential growth areas. Under the General Residential Zone, a planning permit is required to subdivide land.

The purpose of the General Residential Zone is:

- To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- To encourage development that respects the neighbourhood character of the area.
- To encourage a diversity of housing types and housing growth particularly in locations offering good access to services and transport.

The GRZ2 includes the existing residential subdivision west of Boyes Close and Taverner Street. Fiske Street is zoned Road Zone 2 making Moorabool Shire the road authority.



Figure 4 - Zone Map



Clause 43.01 - Heritage Overlay (HO170)

Heritage Overlay 170 relates to 22 Taverner Street only and applies tree controls to the site. A permit is required for any subdivision of the property.

The *Heritage Overlay* identifies the Heritage Place as the Osage Orange Avenue and applies tree controls to 22 Taverner Street. It requires an assessment of any tree removal against the heritage overlay.



Figure 5- Heritage Overlay 170

Clause 42.01 - Environmental Significance Overlay – Schedule 2 and Schedule 8 (ESO2 and ESO8)

The purpose of this clause is to identify areas where the development of land may be affected by environmental constraints and to ensure the development is compatible with the environmental values of the area.

Schedule 2 relates to proclaimed waterway catchments including the Werribee River. It seeks to conserve flora and fauna habitats, protect waterways from increased surface runoff and provide for appropriate development in the surrounding area.

Schedule 8 relates to River Red Gums in the Bacchus Marsh Valley. It seeks to retain all hollow bearing trees, minimise disturbance to the Tree Protection Zones and support regeneration of River Red Gums. It identifies River Red Gums on Boyes Close, along Fisken Street and along the Werribee River.

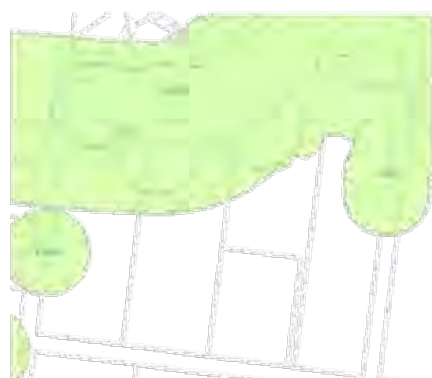


Figure 6 - Environmental Significance Overlay 2 and 8

Schedule 8 defines the Tree Protection Zone as being an area with a radius equal to the furthest point of the tree canopy from the centre of the trunk plus 5 metre. The

centre of the trunk is to be measured at the point where it meets the natural ground level.

Clause 43.02 - Design and Development Overlay – Schedule 13 (DDO13)

DDO13 relates specifically to the subject site and outlines Moorabool Council’s design objectives for this area. These include the following:

- To encourage a new mixed density residential neighbourhood that responds to the characteristics and context of the locality and is respectful to the historic Osage Orange Avenue and Windbreak.
- To encourage high quality, innovative and sustainable development that is contextually relevant, responds to the ‘country town’ character and protects the Osage Orange Avenue and Windbreak which is of historical significance for its association with orcharding in the Bacchus Marsh area.
- To ensure new residential development is oriented towards the Werribee River corridor to promote public safety in the public and private realm.
- To ensure residential development abutting Fisken Street is set back so as to provide a buffer from nearby horticultural activities.
- To encourage increased density development oriented towards Boyes Close.
- To design an internal street network that provides permeable, accessible and safe neighbourhood system for pedestrians, cyclists and motor vehicles.

Further objectives related to subdivision of this site include:

- The subdivision of land must encourage passive surveillance opportunities of the Werribee River corridor and Boyes Close.
- The subdivision of land must provide for an active frontage along Taverner Street.
- The subdivision of land must ensure that property boundaries will not impact on the Osage Orange Avenue and Windbreak.



Figure 7 - Design and Development Overlay 13



Clause 43.04 – Development Plan Overlay – Schedule 4 (DPO4)

Clause 43.04 relates specifically to the subject site. It outlines Moorabool Council’s objectives to:

- Provide residential housing options in close walkable proximity to the Bacchus Marsh Railway Station.
- Incorporate important site features including the locally significant Osage Orange Avenue and Windbreak, and the Werribee River.



Figure 8 - Development Plan Overlay 4

Clause 45.03 – Environmental Audit Overlay

Clause 45.03 outlines the requirement for an environmental audit to be conducted on this site before a sensitive use (residential use, child care centre, pre-school centre or primary school) commences, or before the construction or carrying out of buildings and works in association with a sensitive use commences. Specifically:

- A certificate of environmental audit must be issued for the land in accordance with Part IXD of the *Environment Protection Act 1970*, or
- An environmental auditor appointed under the *Environment Protection Act 1970* must make a statement in accordance with Part IXD of that Act that the environmental conditions of the land are suitable for the sensitive use.



Figure 9 - Environmental Audit Overlay

Proposed Land Subject to Inundation Overlay and Special Building Overlay (Amendment C91)

Moorabool Shire Council has prepared Amendment C91 to the Moorabool Planning Scheme, at the request of Melbourne Water as the relevant floodplain management authority. Amendment C91 seeks to apply the Land Subject to Inundation Overlay (LSIO) and the Special Building Overlay (SBO) to land affected by a 1 in 100 year flood event.

The purpose is to ensure that new development maintains the free passage and temporary storage of floodwaters, minimises flood damage, is compatible with the flood hazard and will not cause any significant rise in flood level or flow velocity.

All planning permit applications under the LSIO or SBO will be referred to Melbourne Water as a determining referral authority. Melbourne Water will assess development proposals and provide a referral response (including appropriate permit conditions) to Council.

The LSIO area covers the southern portion of the development plan area along the north side of Taverner Street.



Figure 10- Flood Modelling for LSIO Overlay



4.4. Particular Provisions

The following provisions will need to be addressed at the planning permit stage and have therefore been considered while preparing this Development Plan.

Clause 52.17 – Native Vegetation

Clause 52.17 seeks to ensure that there is no net loss to biodiversity as a result of the removal, destruction or lopping of native vegetation. This is to be achieved by:

- Avoiding the removal, destruction or lopping of native vegetation.
- Minimising impacts from the removal, destruction or lopping of native vegetation that cannot be avoided.
- Providing an offset to compensate for the biodiversity impact if a permit is granted to remove, destroy or lop native vegetation.

Clause 53.01 – Public Open Space Contribution and Subdivision

Clause 53.01 highlights the requirement to provide public open space in the design of residential subdivisions.

Clause 53.18 – Stormwater Management and Urban Development

Clause 53.18 seeks to ensure that stormwater in urban development, including retention and reuse, is managed to mitigate the impacts of stormwater on the environment, property and public safety, and to provide cooling, local habitat and amenity benefits.

Stormwater management objectives for subdivision include the following:

- Minimise damage to properties and inconvenience to the public from stormwater.
- Ensure that the street operates adequately during major storm events and provides for public safety.
- Minimise increases in stormwater and protect the environmental values and physical characteristics of receiving waters from degradation by stormwater.
- Encourage stormwater management that maximises the retention and reuse of stormwater.
- Encourage stormwater management that contributes to cooling, local habitat improvements and provision of attractive and enjoyable spaces.

Clause 56.01 – Residential Subdivision

Clause 56.01 seeks to create liveable and sustainable neighbourhoods and urban places with character whilst achieving residential subdivision outcomes that appropriately respond to the local context. Clause 56.01 outlines detailed standards and objectives that must be considered in any application to subdivide land for residential development.

4.5. Open Space Framework 2041

The Bacchus Marsh & Ballan Open Space Framework 2041 includes the following objectives to be considered in the design and management of all new open space:

1. Be designed for maximum community benefit and consider all potential opportunities and activities to facilitate the development of the site (e.g. funding, community involvement and social engagement).
2. Provide quality and accessible open space for all residents.
3. Be a connected and safe network for all the community to use.
4. In existing areas of Bacchus Marsh & Ballan all residents should be within:
 - 400 metres of an area of open space.
 - new greenfield developments must provide publicly accessible open space within a 400m walkable catchment.
5. Reflect the landscape and Indigenous and European cultural heritage of Moorabool.
6. Identify and budget for future maintenance and staff resourcing requirements.



5. Site Features and Considerations

The following background research was undertaken in order to identify the opportunities and constraints presented by the development plan area:

- Site Features and Levels Survey (Benchmark Land Surveyors)
- Geotechnical Assessment (Ground Science)
- Arboricultural Assessments (Homewood Consulting and ENSPEC)
- Flora and Fauna Assessment, Native Vegetation Impact Assessment and Management Plan (Practical Ecology)
- Preliminary Site Investigation (Atma Environmental)
- Remediation Action Plan (Atma Environmental)
- Servicing Report (Cardno)
- Traffic Impact Assessment (Cardno)
- Stormwater Management Plan (LDEng)
- Cultural Heritage Management Plan (Benchmark Heritage)

The following sections provide a written summary of the development plan area's key features and background work conducted to inform the Development Plan. *Plan 1 – Site Features*, on the following page illustrates existing features within the development plan area and immediate surrounds.

5.1. Site Contours and Flooding

The development plan area slopes from its high point of 101.5m AHD in the northwest corner to the low point of 97.16m AHD in the southeast corner. This creates a unique scenario where the development plan area slopes away from the Werribee River and has flooding issues to the north and the south.

The primary flooding concern is to the south along Taverner Street. The applicable 1% AEP flood level is 100.64m AHD at southwest corner and 97.50m AHD at the southeast corner of the development plan area. Melbourne Water has prepared 1:100yr flood modelling for the area which has informed the proposed *Land Subject to Inundation Overlay*. Due to the potential for substantial flooding the southern portion of the site,

Melbourne Water has provided the following development guidelines:

- Habitable buildings within the development plan area must be constructed no lower than 600mm above the graded flood level as above.
- Non-habitable buildings of area between 20-40sqm (eg. garages sheds/ outbuildings) within the development plan area must be constructed no lower than the applicable flood level at the location as per the graded flood level.
- Development must be set back a minimum of 8.0 metres from the southern property boundary along Taverner Street. Minor earth filling required to raise service infrastructure such as a pump station is permitted to be within this setback.
- Private open spaces must be set at natural surface levels except minimal ramping up to garages.
- Any proposed development must also be kept outside of the northern floodplain (River side);
- Flood storage must be maintained within the property. Approval from Melbourne Water must be gained for any earth cut and fill within the property.
- Approval must be obtained from Melbourne Water for the final Stormwater Management Strategy. Drainage calculations must be provided as part of the report.
- Developers must enter into and comply with an agreement with Melbourne Water Corporation for the acceptance of surface and stormwater from the subject land directly or indirectly into Melbourne Water's drainage systems and waterways, the provision of drainage works and other matters in accordance with the statutory powers of Melbourne Water Corporation.
- The development's stormwater quality treatment must meet Best Practice Environmental Management targets for discharge into the Werribee River, to the satisfaction of Melbourne Water. The development's Stormwater Management Strategy must include detail for stormwater quality treatment, to the satisfaction of Council and Melbourne Water.

PLAN 1 - SITE FEATURES



LEGEND

- MW 100yr Flood Modeling
- River Red Gum Regeneration
- Habitat Zone
- Road Reserve within River Corridor
- Existing Title Boundary
- Shared Path - existing, unsealed
- Shared Path - to be removed
- Open Irrigation Channel
- Melbourne Water Floodway Setback 5m
- Top of Bank - Melbourne Water
- 40m Riparian Zone Buffer
- 50m Riparian Zone Buffer
- River Red Gum - TPZ
- Heritage Orange Tree - TPZ
- Other Trees - TPZ
- Pedestrian Bridge
- Existing Dwelling or Building
- Existing Stormwater Outfall
- Existing Sewer

- Notes:**
1. This plan is based on a features and levels survey prepared in 2018.
 2. Information relating to the Environmental Audit and Cultural Heritage Management Plan is not included on this plan.
 3. Tree numbers relate to the Tree Assessment prepared by Homewood Consulting.

TAVERNER STREET DEVELOPMENT PLAN

Scale: 1:1500 @ A3
 Prepared: 14 October 2020
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landscape design | urban design | project management



5.2. Werribee River

The *Water Act of 1989* establishes Melbourne Water as the responsible authority regarding the health and management of regional waterways. As the development plan area is located adjacent to the Werribee River, Melbourne Water has conducted a review of the development site and provided the following comments:

- The property is next to the Werribee River (Upper) which has a Strahler Stream order of 5, therefore Melbourne Water's Waterway Corridor Guidelines require a minimum 50m setback from the top of bank. This comprises of a 40m core riparian zone and a 10m vegetated buffer.
- The 50m setback must be adopted as it is a critical element in planning the development of this property. Melbourne Water may consider requesting the setback become an easement in its favour at a later subdivision stage.
- Shared paths must be located outside the core riparian zone.
- Any future development proposal must give adequate design consideration to the interface to the waterway corridor environs.
- Melbourne Water's *Healthy Waterways Strategy* has identified this stretch of Werribee River as a 'Priority Area' for platypus. Future construction would need to take into consideration potential impacts on platypus, particularly during breeding/nesting periods.
- New developments are designed to ensure that walls and fences are largely screened from the waterway by shrubs and ground covers, and the skyline is largely formed by tree canopies.
- The bulk and visual impact of buildings as well as the impact of overshadowing of the waterway corridor needs to be considered as part of any development application.
- When development is visible from the waterway, it should be landscaped so that planting becomes the dominant visual component, making the development relatively unobtrusive.

5.3. Flora and Fauna

A *Flora and Fauna Assessment, Native Vegetation Impact Assessment and Management Plan* has been prepared by Practical Ecology which includes a *Native Vegetation Impact Assessment and Werribee River Corridor Management Plan*. Discussion of the *Werribee River Corridor Management Plan* is included in Section 6.2 of this document.

Vegetation on site was assessed for its categorisation according to the *Guidelines for the removal, destruction and lopping of native vegetation (DELWP 2017a)*, then its Ecological Vegetation Class and finally, quality, as determined by a Habitat Hectare assessment. The report identifies scattered River Red Gums and maps a total of 5 Habitat Zones shown in the figure below.

A summary of key flora and fauna identified on site includes:

- River Red Gums
- Osage Orange Trees - The Avenue, Windbreak and scattered
- Peppercorn Trees
- Wallaby Grass
- Various native birds
- Variety of native and non-native small mammals

The assessment does not identify any rare or threatened flora or fauna of state or national significance within the development plan area.

The assessment concludes that development within the development plan area is not likely to have a significant impact on species, nor any other matters of environmental significance protected under the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act).

The assessment highlights that the *Flora and Fauna Guarantee Act 1988* (FFG Act) does not apply to any listed fauna or fauna species occurring on private land, unless it is listed as critical habitat, which this site is not.

It should be noted that 24 Taverner Street was not assessed during the background work. Any application for development of this property will require further assessment.



5.4. River Red Gums

An arboricultural assessment has been prepared by Homewood Consulting and identified 32 River Red Gums. It provides an assessment of their health, structure, landscape contribution, useful life expectancy and arboricultural retention value.

Of the 32 River Red Gums assessed, 6 have been rated with a Very High retention value. These trees are all large, mature and likely to be remnant vegetation. Three of these River Red Gums are located along the Werribee River Corridor and three are located along Fisken Street. Four of the six trees are located just outside of the boundaries of the subject site within either council road reserves or along the bank of the Werribee River Corridor.

All 32 trees are a significant component of the local landscape and provide an invaluable source of habitat. The trees are included in Schedule 8 of the Environmental Significance Overlay and they must be retained and protected as part of any development.

An Arboricultural Assessment identified 32 River Red Gums within the development plan area. The table below provides their identification numbers, canopy width and TPZs based on the ESO8.

Note that 24 Taverner Street was not surveyed by the Arborist and any future development of the site will require a detailed assessment.

ID No	Distance from trunk (m)	TPZ (m)
27	2.5	7.5
28	5	10
30	3.5	8.5
31	3	8
32	2	7
33	4	9
34	4	9
35	5	10
36	2	7
37	4	9
38	2	7
39	3	8
40	4	9
41	6	11
43	4	9
44	4	9
46	6	11
53	5.5	10.5
55	2.5	7.5
57	5	10
58	5.5	10.5
59	4	9
60	4	9
61	4.5	9.5
62	6	11
70	13	18
71	13	18
72	12	17
121	8	13
136	12	17
151	12	17
290	9.5	14.5

5.5. Osage Orange Trees (including Heritage Trees)

Simons Farm was established and developed from the mid nineteenth century and influenced the local horticultural industry and township of Bacchus Marsh. The farm was the entire development plan area and included plantings of Osage Orange trees (*Maclura Pomifera*). Two prominent locations for these plantings are at the front of 22 Taverner Street and known as 'The Avenue' (Trees 202-268) and 'The Windbreak' (Trees 259-285).

Another row of Osage Orange trees runs north-south within 22 Taverner Street as an extension of 'The Avenue'. Osage Orange trees are present along the bank of the Werribee River, and in the northeast corner of 26 Taverner Street. 22 Taverner Street contains multiple plantings of semi-mature Osage Orange Trees. These are generally a single row of tightly spaced trees less than 6m in height.

The *Heritage Overlay* (HO170) applies tree controls to 22 Taverner Street and requires an assessment of any tree removal against the heritage overlay. The statement of significance for the Osage Orange trees only refers to 'The Avenue' and 'The Windbreak', though there are other Osage Orange trees on the property.

Assessment of the heritage Osage Orange trees onsite has determined that although many of these trees are individually in poor condition, there is an enhanced retention value due to their configuration as the 'Avenue and Windbreak'.

The *Development Plan Overlay* (DPO4) allows for a no more than one break in 'The Avenue' and 'The Windbreak' Heritage Trees.

The *Design and Development Overlay* (DDO13) encourages a new mixed density residential neighbourhood that responds to the characteristics and context of the locality and is respectful to the historic Osage Orange Avenue and Windbreak.

5.6. Existing Road Network

Taverner Street is classified as an Access Level 1 type road. It forms a two-way, two lane road with carriageway width of approximately 6.5m and a posted speed limit of 50km/hr. It has a seven-day average of 426vpd eastbound and 438vpd westbound.

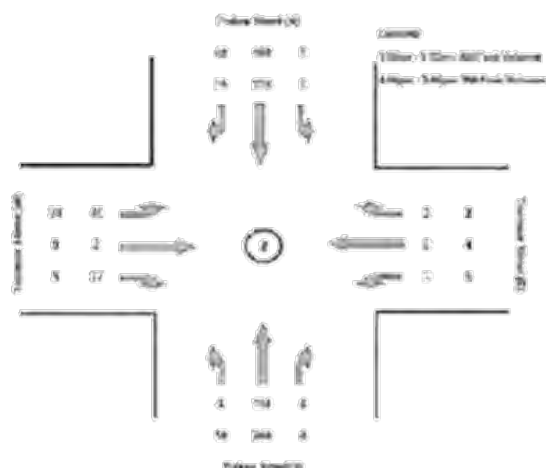
Fisken Street is classified as a Trunk Connector in the *Moorabool Shire Council Road Management Plan*. It forms a two-way, two lane road with a carriageway width of approximately 7m flanked by 1m wide gravel shoulders and a speed limit of 60km/hr. It has a seven-day average of 1905 vehicles per day (vpd) northbound and 2261vpd southbound.

Boyes Close is a local road with a dead end. It is a two-way road with a carriageway width of approximately 5.5m and a default speed limit of 50km/hr.



A turning movement survey has been conducted at the Fisken Street and Taverner Street Intersection which identified the peak hour turning movements as shown in Figure 11.

Figure 11 - Peak Hour Traffic Movements



5.7. Service Infrastructure

A Civil Engineering Servicing Report has been prepared by Cardno that identifies the following:

Drainage

There is an existing outfall drain at the southeast corner of the development plan area. It extends east along Taverner Street for approximately 400m then extends north along an unmade road reserve for approximately 200m before discharging into the Werribee River. The existing stormwater outfall does not have sufficient capacity to cater for the 1:100 year flows generated by the external catchment.

There is no opportunity to construct a new stormwater drain through the northern part of the development due to the required invert levels at the Werribee River. Therefore, duplication of the existing outfall drain will be required. Preliminary drainage computations indicate a pipe size requirement of 900mm diameter along Taverner Street and 1050mm diameter along the unmade road. The new outfall drains require a cover of approximately 1100mm.

Sewer

The sewer discharge point is the existing 150mm diameter sewer main located just south of 22 Taverner Street. It has an invert level of 97.00 ahd. Due to the topography, it is not possible to gravitate the eastern portion of the development to the legal point of discharge without using a significant volume of fill. Fill can be minimised by installing a sewerage pumping station in the southeast corner of the development plan area with a rising main connecting to the existing

discharge point. Western Water has provided 'in principle' support for this outcome.

Electricity

Fisken Street and Boyes Close have overhead powerlines which can service the development plan area. An electrical substation will likely be required for the new development.

Potable Water

The development plan area is serviced by an existing DN100 diameter water main along Taverner Street, an existing DN150 diameter water main along Fisken Street and an existing DN100 diameter water main along Boyes Close.

The existing DN100 diameter watermain along Boyes Close contains asbestos material and therefore any connection works must be undertaken in accordance with the current OHS (asbestos) regulations.

Recycled Water

Western Water has no existing recycled watermain within the Development Plan area.

Gas

There are existing gas mains along Fisken Street and Boyes Close.

Telecommunications

There is a fixed line NBN service available within the vicinity of the development plan area. There are existing Telstra telecommunications cables along Taverner Street, Boyes Close and Fisken Street.



5.8. Land Fragmentation

The development plan area consists of five titles owned by three landholders as shown in Figure 12. A developer currently owns 22, 24A and 26 Taverner Street which have shared boundaries across the northern portion of the development plan area. The three properties wrap around 24 Taverner Street which has a single storey dwelling occupied by its owners.

Given the extensive site constraints, including the low point of the development plan area being in the southeast corner, infrastructure for the development must be considered comprehensively and not based on title boundaries. This is particularly relevant for 24 Taverner Street which cannot be developed independently. It will rely heavily on infrastructure provision by the surrounding development.



Figure 12 - Land Ownership

5.9. Environmental Audit

As part of the Environmental Audit required for the development plan area, Atma Environmental has completed a Preliminary Site Inspection that identified potential sources of contamination including market gardens, existing/demolished structures, septic tanks, burn areas, burial pits and filling material (within the dam).

A detailed assessment of soil and groundwater was undertaken, and a *Remediation Action Plan* (RAP) was prepared. The RAP identifies the following onsite domains/features require removal to satisfy site auditing purposes:

- All surface solid inert waste.
- All anthropogenic inclusions within soil that would preclude the beneficial use of aesthetics (e.g. irrigation pipework, charcoal, concrete, brick pieces, etc.) to a maximum depth of 3m below ground surface.
- Endrin soil contamination 'hotspot' at TP81.
- All pesticide contaminated soil that may pose a human health or environmental risk to future receptors.

- TRH and benzo(a)pyrene soil contamination 'hotspot' at TP91.
- Remove waste at and around the in-ground drum at No. 26 (approx. location at and surrounding TP92).
- One abandoned septic tank and the associated pipework at No. 22.
- One active septic tank and the associated pipework at No 26.
- Fill/rubble in the homestead area of No. 22, including under dwelling and burial pits to the north (TP86) and south (TP83 & TP84) of the dwelling. Including potential burial pit/s to the north of shed at No. 22 (if present). Also include former swimming pool/cellar concrete at depth.
- All backfill in the in-filled dam at TP90, including friable asbestos soil contamination at the in-filled dam (TP90) at No. 26.
- All asbestos from within the top 3m of the soil profile (where present) must be removed.
- Below ground water tank at No. 20.
- Demolition and removal of all infrastructure/buildings (where possible).

Additionally, due to elevated concentrations of organochlorine pesticides (OCPs) across the development plan area, the raising of poultry and subsequent consumption of chicken eggs and meat should be precluded across the development plan area unless recommended management measures occur.

The RAP includes more details and a list of 10 Tasks as part of remedial works for the development plan area. Appendix E includes a plan showing the location of key items associated with the Environmental Audit and summarises required tasks.

Works associated with the Environmental Audit include demolition of several tenanted buildings. Therefore, these works are being deferred until after the Development Plan is approved. If these works are not completed prior to the application for a planning permit, they should be included as a condition of permit.

5.10. Geotechnical Assessment

Ground Science Pty Ltd was commissioned to conduct a geotechnical feasibility study of the development plan area. The study involved the excavation of 12 test pits at various locations as shown in the following figure.

The report outlines several key geotechnical considerations including:

- The potential for topsoil, considered too unstable to support structural roads, that may extend to relatively deep depths and require stripping.
- The potential for thick layers of sandy silt deposits, which are considered erodible and unstable, and



may complicate the construction of footings or pavement.

- Workability of alluvial deposits may be poor during winter months with site trafficability in general likely to be poor during winter after stripping of topsoil.
- Earthworks, road boxing and construction may be complicated by difficulties in finding a suitable base for fill and the reuse of site won materials may have associated restrictions.

The report highlights that though the study has identified several geotechnical considerations as listed above, it is noted that good construction practice, appropriate site drainage/management measures and suitable engineering design of allotments and pavements can be adopted for the proposed development.

5.11. Cultural Heritage Management Plan

A Cultural Heritage Management Plan (CHMP) has been prepared by Benchmark Heritage Management in consultation with the Wathaurung. Assessment of the development plan area identified a Low Density Artefact Distribution (LDAD) across the development plan area consisting of eight stone artefacts located in 4 of the 84 shovel test pits. The CHMP identifies three Management Zones based on:

1. the Werribee River corridor
2. the central residential area and
3. the open space area in the south.

They are illustrated in the image below.



Figure 14 - CHMP Management Zones

The CHMP includes the following management Conditions:

Management Condition 1: Harm Permitted to the Aboriginal Cultural Heritage Place Taverner Street, Maddingley LDAD1 (7722-1199 [VAHR])

This Cultural Heritage Management Plan permits the proposed activity to harm the Aboriginal Cultural Heritage Place Taverner Street, Maddingley LDAD1 (7722-

1199 [VAHR]) subject to the management conditions detailed in Management Conditions 2-9.

Management Condition 2: Reburial of Cultural Material from Taverner Street, Maddingley LDAD1(7722-1199 [VAHR])

Aboriginal cultural material recovered/collected during the course of the assessment, salvage program or activity, must be reburied and the following must occur:

- The reburial location must be in the excavated location of Test Pit1 in the northwest of the Activity Area, and this location must be in an area which is protected from future development or disturbance.
- Once reburied, the reburial location must be recorded to sub-metre accuracy by a HA and be relocatable;
- Flagging tape should be laid within the hole, at a depth of 30cm above the reburied cultural material to identify that cultural material is buried below the flagging tape;
- A place record edit, and object collection form must be submitted to the VAHR, and a 'collection' component form must be completed by the HA and lodged with AV;
- Cultural material to be reburied must be placed in a durable container manufactured by WAC;
- A separate container is to be manufactured for each Aboriginal Place to be reburied;
- Where an Aboriginal Place is comprised of a large amount of cultural material it will be necessary to manufacture a number of containers to rebury the cultural material;
- The contents of the container must include the cultural material to be reburied, a catalogue of the cultural material to be reburied both on paper and on an archive quality storage medium, a copy of the relevant sections of the CHMP under which the reburial is being performed, and a handful of soil from the Aboriginal Place from which the cultural material originated;
- A smoking ceremony must be performed prior to the reburial of cultural material;
- The reburial must be attended by Wadawurrung representatives;
- The cost of the manufacture of the container, the analysis and preparation of the cultural material for reburial, smoking ceremony and Wadawurrung attendance at the reburial must be borne by the Sponsor.

In this instance the reburial of cultural material from Taverner Street, Maddingley LDAD1 (7722-1199[VAHR]) must occur within a period not exceeding six months from the completion of the activity. It is recommended that the reburial of cultural material occur at any location



within the Activity Area by mutual agreement between the Sponsor and the RAP. If no agreement is able to be reached regarding a reburial location the Sponsor and the RAP may agree to an alternative outcome such as the retention of the artefact by the Wadawurrung for educational purposes.

The reburial process must be carried out in accordance with the Wadawurrung standard procedure for reburial. Standard Procedure for the Reburial of Cultural Material. General Management Conditions

Management Condition 3: Restriction of Depth of Impact in the River Reserve – ‘Management Zone 1’.

The sub-surface testing in the river reserve has been undertaken on the basis of a maximum depth of impact for the construction of the pathway and park furniture as 500mm; therefore, the maximum depth for the construction of the pathway and park furniture must not, and is not permitted to, exceed 500mm in the river reserve.

Management Condition 4: Retention of Potentially Artefact Bearing Deposits within the Activity Area - ‘Management Zone 2’

Any deposits excavated or subject to ground disturbance in the residential section of Activity Area (20-24 Taverner Street) shown as ‘Management Zone 2’ must not be removed from the Activity Area and must be reinstated within the Activity Area post-construction. If, for some reason, any deposits excavated or subject to ground disturbance are not able to be retained in the Activity Area a meeting must be held with the Wathaurung Aboriginal Corporation, trading as Wadawurrung to agree on an alternative location for the deposits. The requirement to retain potentially artefact bearing deposits in the Activity does not include imported fill or soils that must be removed from the Activity Area for the purposes of compliance with the environmental audit.

Management Condition 5: Wetland Areas/Retarding Basins - ‘Management Zone 3’

The geotechnical investigation (see Appendix 10) and the complex assessment in the locations of the wetland areas/retarding basin indicate that the soils are shallow and contain compacted, hard clay sat shallow depths overlain by topsoils subject to annual soil improvement and ploughing. For the above reasons here is no requirement to retain the soils on-site in this section of the Activity Area—shown as ‘Management Zone3’.

Management Condition 6: Copy of the cultural heritage management plan

A hard copy of this approved Cultural Heritage Management Plan (management plan) must be held on site at all times during works for the activity.

Management Condition 7: Cultural heritage induction

A Cultural Heritage Induction must be conducted with all site workers/contractors involved in ground disturbing works by a heritage advisor and the Wathaurung Aboriginal Corporation (WAC) prior to, or at the commencement of, construction works. The cultural heritage induction must be conducted by a representative of the Registered Aboriginal Party (RAP)with the assistance of a heritage advisor.

All new personnel directly involved in construction works (i.e. site workers, contractors, sub-contractors) who have not previously been inducted as to cultural heritage for this project are to be inducted by the RAP, throughout the life of the project.

Awareness of the CHMP, management conditions and contingency plans must be incorporated into any job safety, tool box meetings, or Environmental Management Plan, and will be especially relevant for introducing the CHMP to new personnel working onsite alongside the RAP cultural heritage induction.

At least two weeks’ notice must be provided to the WAC when booking a representative to undertake the induction.

If a salvage is required, the salvage must be completed before the induction occurs. The purpose of the cultural heritage induction is to:

- describe and demonstrate the Aboriginal cultural heritage relevant to the activity area or the locality for personnel engaged in the construction of activity works
- create an awareness of Aboriginal cultural values, and
- inform personnel about the specific conditions of Part 1 of the management plan and the procedures set out for reporting any suspected Aboriginal cultural heritage that may be discovered or uncovered.

The cultural heritage induction will include:

- a brief history of the Aboriginal occupation of the activity area and broader region
- a summary of the assessments undertaken within the activity area during the preparation of the management plan
- specific details of all Aboriginal cultural heritage identified during the management plan assessments
- a summary of the conditions and contingency plans contained within the management plan, and
- a discussion of the compliance responsibilities of the Sponsor and all personnel involved in work within the activity area and the requirements of the Aboriginal Heritage Act 2006(Victoria).

This Cultural Heritage Induction must be organised and paid for by the Sponsor.



Management Condition 8: Protocol for handling sensitive information

With the exception of publicly available information, there shall be no communication or public release of information concerning Aboriginal cultural heritage without the written permission of the RAP. No onsite photographs or information concerning Aboriginal cultural heritage is to be circulated to the media or via social media without the written permission of the RAP.

Management Condition 9: RAP Compliance inspections

The WAC have determined that a series of three compliance inspections will be undertaken by WAC representatives during the activity in order to audit the works and ensure that the works comply with the management conditions and contingency plan contained within this CHMP. The representatives of the WAC must comply with all OH&S requirements of the activity area.

A minimum of three compliance inspections must occur throughout the lifetime of this activity. These inspections must occur at the following times:

- Before the commencement of works;
- During the activity works; and

- At the completion of all works within the activity area.

If Aboriginal cultural material is located during the compliance inspections, the contingency measures included in 2.3 must be enacted.

The WAC must be notified two weeks in advance before the required compliance inspections are to occur in order to book field representatives.

A WAC representative will conduct the inspections and complete a compliance checklist in Section 2.7 of the CHMP.

If the inspection reveals suspected non-compliance of the CHMP, then the procedure outlined in 2.6 of the CHMP will be initiated. If the inspection reveals a suspected breach of the Victorian Aboriginal Heritage Act 2006, then these actions must be reported to the WAC immediately and an Inspector maybe called out and/or a Stop Order.

This procedure must be organised and paid for by the site contractors and/or Sponsor.

Full details are outlined in the CHMP document including Contingency Conditions.



6. Urban Structure

The urban structure responds to the development plan area's opportunities and constraints to provide an efficient and functional development layout. In particular, the urban structure considers the stormwater management and sewer requirements of the development plan area within the context of the substantial 1:100 year flood area along Taverner Street. Other elements of the urban structure include:

- Retention of Heritage Osage Orange Trees within a Heritage Park. This includes the two rows of trees that form 'The Avenue' and a single row of trees that form 'The Windbreak'.
- Two drainage reserves with wetlands and onsite water retention to treat stormwater and to ensure water quality requirements are met before leaving the development plan area. The larger drainage reserve will be in the southeast corner and a smaller drainage reserve will be in the southwest corner.
- Orchard Road, an east-west local frontage road that runs along the north side of the drainage reserves and Heritage Park to cater for overland stormwater flows and provide a critical connection between the properties.
- An extensive shared path network that considers pedestrian and cycle movements through the residential area, within the open space network and to the railway station.
- Simons Lane, a local road with shared pedestrian and cycle path that runs north-south through the centre of the development plan area to link the Heritage Park with the Werribee River Corridor.
- An expansion of the Werribee River Corridor to provide a substantial riparian zone north of River Road. The design of the corridor has incorporated protection of the many River Red Gums and provides a shared path connection from Boyes Close to Fiskin Street.
- A tree reserve at the eastern side of Fiskin Street to protect the three very large River Red Gums that are a key visual landmark for the area.
- A tree reserve on the west side of Boyes Close to protect the single River Red Gum and two Peppercorn Trees that grow next to it.
- A superlot in the northeast corner of the development plan area that may be used for a childcare centre or medium density residential development.
- A primary entranceway to the development plan area from Fiskin Street. The entry is located between two parcels of land designated for double fronted medium density dwellings.

More details in relation to the urban structure are provided in the following sections.

6.1. Local Road Network

The local road network responds to the Development Plan Overlay by providing:

- an internal road layout that follows a basic grid pattern and includes pedestrian and bicycle network along the Werribee River frontage
- a road to follow the Werribee River alignment between Fiskin Street and Boyes Close
- minimal impact on the Osage Orange Avenue and Windbreak, including no more than one break in the Avenue and Windbreak.

The road network has been developed with consideration of:

- the benefits of rectangular residential blocks that can be subdivided to create standard housing lots for typical dwelling designs
- consideration of stormwater flows through the road network
- links between the river corridor and open space areas in the southern portion of the development
- staging and site access based on property boundaries and land ownership patterns.
- The land requirement for a future roundabout at Fiskin Street and Taverner Street that will be required when the land south of Taverner Street is developed.

A *Traffic and Transport Assessment* prepared by Cardno has considered the road network in respect to traffic management, turning movements and general safety.

The assessment makes the following recommendations:

- Fully mountable splitter islands are provided along the River Road to improve the conspicuity of the priority movements at the intersections.
- A raised shared crossing is to be provided at the proposed shared path crossing on Orchard Road and River Road to ensure self-enforceable speeds and also to provide a safe crossing location for the shared path users. Implementation of a raised crossing will also discourage the likelihood of through traffic movements occurring between Fiskin Street and Grant Street in future.
- A raised safety platform is to be provided at the entrance to the eastern residential area and super lot from Fiskin Street. This will facilitate the pedestrian / bicycle movements along Fiskin Street shared path and improve the conspicuity of the shared path to the driver.

PLAN 2 - URBAN STRUCTURE



- LEGEND**
- Residential Lots <200m²
 - Residential Lots 200-299m²
 - Residential Lots 300-399m²
 - Residential Lots 400-600m²
 - Superlot
 - Werribee River Corridor
 - Tree Reserve
 - Open Space
 - Drainage Reserve
 - Habitat Zone - Retained
 - Arterial Road
 - Local Road 16m
 - Local Road with Shared Path 17.5m
 - River Corridor Road 12.8m
 - Park Frontage Road 14.5m
 - Driveway Access
 - Existing Title Boundary
 - Indicative Lot Boundary
 - New Shared Path 2.5m
 - New Gravel Shared Path 2.5m
 - Existing Shared Path
 - Raised Path Crossing
 - River Red Gum TPZ - To Be Retained
 - Heritage Tree TPZ - To Be Retained
 - Other Tree TPZ - To Be Retained
 - Pedestrian Bridge - existing
 - Future Roundabout
 - Splay for Future Roundabout

- NOTES**
1. Residential lot boundaries and sizes are indicative only and subject to change.
 2. The Roundabout at the Fiskin Street and Taverner Street intersection is not required as part of this development. It will be required as part of development to the south of Taverner Street. Land to facilitate the future construction of the roundabout within the development plan area has been identified.

TAVNER STREET DEVELOPMENT PLAN

Scale: 1:1500 @ A3
 Prepared: 14 October 2020
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- temporary court bowls are to be provided at the road ends between stages to allow vehicles (particularly service vehicles) to turn around at the end and drive out in forward direction.

Appendices A and B include details of road cross sections and functional layout plans for key intersections.

6.2. Werribee River Corridor Expansion

The extent of the Werribee River Corridor has been informed through a series of meetings with Melbourne Water. The alignment of the River Corridor Road has been varied from a consistent 50m setback. This is in response to the following considerations:

- Several pockets of River Red Gums where an increased setback was favourable.
- The urban design benefits of creating rectangular blocks for residential development.
- The bend in the Werribee River near Fisken Street that creates a narrow area of developable land.
- The requirements of the DPO to provide a shared path along the corridor. The shared path also encroaches into the core riparian zone in order to connect with Fisken Street.

Both the River Road and shared path alignment have been approved by Melbourne Water.

As part of their *Flora and Fauna Assessment*, Practical Ecology have prepared a *Werribee River Corridor Management Plan*. The plan provides a framework for the restoration of the Werribee River Corridor to ensure environmental values are effectively managed. It identifies broad principles for weed control, revegetation, and protection of this area. The report provides a summary of suitable native vegetation for planting within the river corridor. This information is to be incorporated into a detailed landscape plan for the corridor.

6.3. Heritage Park and Tree Reserves

The Heritage Park is located along the southern portion of the development plan area. It includes large open space areas and two tree reserves for the heritage protected Osage Orange Trees which form 'The Avenue' and 'The Windbreak'. Incorporating the tree reserves into a larger park will highlight their heritage value and provide additional amenity for future residents. The park will provide heritage information signage that will highlight the heritage values of the trees and history of the development plan area. The shared path network will provide connections between the neighbouring wetland reserves and make this a prominent feature along Taverner Street.

Impact on the heritage trees has been minimised by locating the Orchard Drive at the northern end of the tree reserves and only removing a small number of Osage

Orange Trees. The removal of these trees is required to accommodate the Orchard Drive and to provide a buffer area for the shared path.

Some of the retained trees are dead and or dying and may present a safety risk to the general public. They also produce large Osage Oranges which fall from the trees and can cause damage to people and property. Therefore, as part of any planning permit application, a Tree Management Plan should be prepared which addresses these concerns with respect to their heritage value. The Tree Management Plan will determine the size of the tree reserves.

The Development Plan Overlay Schedule 4 requires an assessment of any heritage tree removal against consideration of the Heritage Overlay. The large Heritage Park of approximately 1.2hectares allows for the majority of 'The Avenue' and 'Windbreak' to be retained. The DPO allows for the internal road network to create one break in these rows of trees. Orchard Drive results in a break at the northern end of the trees and has been aligned based on:

- The proposed Land Subject to Inundation Overlay and flood potential impacting the southern portion of the development plan area.
- Stormwater management within the local road network.
- The need for onsite stormwater retention and water quality treatment.
- The required remediation works as part of the Environmental Audit at the northern side of the 'The Avenue'. This includes remediation due to asbestos, burn pits, a chicken coup, solid waste, buried bricks and suspected buried bricks in fill surrounding the existing dwelling.

The removal of some Osage Orange Trees at the northern end of these heritage features is required in response to the site's many constraints. Allowing a break for Orchard Drive is consistent with the *Development Plan Overlay Schedule 4*. The Heritage Park location along Taverner Street will feature the most significant portion of the Heritage Trees. It will allow for the retained trees to be appropriately maintained into the future and remain as a prominent feature of the local area.

Appendix C includes Tree Reference Plans detailing which trees are to be retained and removed.

6.4. Residential Land and Dwelling Density

The urban structure has been designed to create efficient residential blocks that can be subdivided into rectangular lots. Where possible the design has maximised the number of lots that front north to the Werribee River and south to the drainage reserve and open space.

The residential blocks have considered the fragmented landownership within the development area as much as



possible. Lot orientation is indicative, but the illustrated layout focuses on views to open space areas, passive surveillance and minimisation of crossovers to the shared path network.

The urban structure identifies a range of lot sizes including:

- small, low maintenance lots less than 200m²
- a range of rectangular lots from 200-400m² that will accommodate standard housing product
- some larger lots between 400-600m².

A number of double fronted townhouse lots are located at the interface with Fisken Street. These will front Fisken street with vehicle access coming from Orchard Drive and River Road to the west. These lots have been designed in response to many of the development plan area's challenges including the tree reserve to the north, land fragmentation, and the stormwater management strategy. They form a critical element to the design response across the development plan.

Preliminary design suggests the development will include approximately 140 dwellings within the development plan area. The superlot in the northeast corner may be used for a childcare centre or residential unit development. The detailed design of the subdivision and outcome for the superlot will determine the final dwelling yield.

6.5. Retention of River Red Gums

The development plan area contains 32 River Red Gums. All of these will be retained within the urban structure by incorporating them into the following reserves:

- Fisken Street Tree Reserve – this reserve will contain the 3 largest River Red Gums.
- Boyes Close Tree Reserve – this reserve will contain 1 River Red Gum and 2 other trees within immediate proximity to it.
- Werribee River Corridor - this reserve will contain several pockets of River Red Gums and a few scattered trees. Three of these are larger trees near the escarpment and will assist in preventing erosion.

The *Flora and Fauna Assessment* identified several River Red Gum saplings near the large trees along Fisken Street. It is recommended that these are relocated to the Werribee River Corridor if feasible.

6.6. Native Vegetation

The Development Plan will require removal of three patches of native vegetation with a combined area of 0.021ha. The *Flora and Fauna Assessment, Native Vegetation Impact Assessment and Environmental Management Plan* prepared by Practical Ecology includes offset requirements for Habitat Zones 2, 4 and 5.

Habitat Zones 1 and 3 are both within the Werribee River Corridor and should be retained if possible. Habitat Zone 1 is 0.02ha of Red Gum Swamp located within the River Red Gums and will therefore be retained. Habitat Zone 3 is 0.006ha of Wallaby Grass and should be retained if possible. However, it is acknowledged that this patch is in an area with some trees that are to be removed and where Environmental Audit works are to occur. More detailed consideration of retaining Habitat Zone 3 will be required during the planning permit process and within the context of the environmental audit process.

Native Vegetation Impact Assessment and Offsets

The proposed Development Plan takes significant steps to avoid removal of native vegetation and minimise the impacts of removal. These include:

- Avoiding clearing of native vegetation by locating the entire development outside of the Werribee River Corridor
- Avoiding unnecessary removal of any large trees within the Werribee River Corridor
- Minimising impacts on large trees by reducing the development footprint where it occurs within any Tree Protection Zone of Large Trees
- Retaining all River Red Gums within the Werribee River Corridor and the development footprint
- Minimising impacts through the preparation of a Werribee River Corridor Management Plan to guide revegetation and habitat management.

The offsets that are required to account for vegetation loss on site are to be achieved by creating third party offsets off-site. The required offsets are available from multiple brokers, evidence of which is provided in the quote in Appendix 5 of the Flora and Fauna Assessment.

6.7. Stormwater Management

A *Stormwater Management Plan* is included in Appendix F. The plan splits the development plan area into two catchments. The larger catchment is the eastern portion of the development plan area and includes 22, 24, 24A and 26 Taverner Street. This area will be graded toward the southeast corner and Drainage Reserve A.

The smaller catchment is contained within 20 Taverner Street. It is graded to flow toward Drainage Reserve B in the southwest corner.

Both drainage reserves will include onsite retarding, to keep stormwater flows to predevelopment levels, and wetlands to treat the stormwater before reaching the outfall location at the intersection of Fisken Street and Taverner Street. The existing outfall runs east along the south side of the Taverner Street road reserve and then north within the unmade road reserve that connects to the Werribee River.



6.8. Shared Path Network

An existing shared path network in the local area will be enhanced by new shared paths. These works include construction of:

- a new shared path to replace the existing gravel path along Fisken Street from Taverner Street to the Tree Reserve. The existing gravel path should be removed from the east side of the River Red Gums considering it crosses the Tree Protection Zones. A new path is to be provided on the west side of the Tree Reserve, outside of the Tree Protection Zone where possible. The path will cross the driveway access to the superlot and connect to the shared path in the Werribee River Corridor.
- a new shared path on the north side of the Taverner Street road reserve. This detailed design of this path will need to consider the existing trees within the road reserve and the Osage Orange trees on 22 Taverner Street.
- a new shared path along the north side of the Drainage Reserves and Heritage Park that connects Fisken Street to Boyes Close. This path can be integrated into the access tracks for either wetland as part of the detailed landscape design. The path design will need to consider the road interface at the north side of the Heritage Park where there may be a ground level differences resolved with either grading or a retaining wall.
- new shared path links running north-south through the Heritage Park.
- a new shared path within the Werribee River Corridor that is generally located outside the 40m riparian zone. Exceptions to the 40m setback will be required to connect to the existing path to Fisken Street. The indicative layout on the plan has been approved by Melbourne Water but will be subject to detailed design.
- a new shared path running north-south through the centre of the development plan as part of the Simons Lane cross section. This will connect the Heritage Park to the Werribee River Corridor.
- a new shared path along the east side of Boyes Close that connects Maddingley Park to the pedestrian bridge crossing of the Werribee River. This path will need to consider encroachment into the Tree Protection Zone for the River Redgum in the Tree Reserve.
- Six new raised crossings are proposed as part of the shared path network. The include two along Taverner Street, two along Simons Lane and two along Fisken Street.
- Way finding signage will be provided at key locations along the shared path network. The locations are shown on *Plan 3 - Key Design Elements*.

6.9. Northeast Superlot

An irregular shaped superlot has been included in the northeast corner between River Road and the Werribee River Corridor. The superlot responds to the small area of developable land at this location created by the bend in the Werribee River.

This superlot is appropriate for a medium density unit development or a childcare centre. Both uses provide opportunity for passive surveillance of the Werribee River Corridor. The superlot is provided direct access from Fisken Street by a small area of road reserve between the Tree Reserve and the Werribee River Corridor. This road reserve will allow for the raised crossing associated with the Fisken Street shared path.

It is Melbourne Water's preference that development of the superlot incorporates open space within the northern portion to increase the separation between any built form and the Werribee River. Development of this site will be subject to a separate permit application and details of the design can be addressed at that time.



7. Key Design Elements

Plan 3 – Key Design Elements, can be found on the following page. It highlights specific locations within the urban structure that require detailed design consideration as well as raised path crossings and wayfinding signage.

Each of the elements on Plan 3 are listed below with a description and relevant design guidelines where appropriate.

Raised Path Crossings and Wayfinding Signage

Four raised path crossings are identified at key locations of the shared path network. They will improve the shared path network and work as traffic management devices.

Wayfinding signage is to be provided at key locations along the shared path network. Signage is to include direction and distance to:

- major destinations and nearby facilities such as retail centre, sports ground and recreation reserves
- public toilets and drinking water.

Element 1 – Interface with Boyes Close

This area has a number of design challenges based on existing features that are inconsistent across the length of the road. These include:

- the irrigation channel that sits at varying distances from the east side of the road reserve.
- the overhead powerlines with power poles located just east of the irrigation channel.
- the existing trees which are to be retained in a tree reserve and have tree protection zones (TPZs) that extend into the road reserve.

Design of Boyes Close should include:

- dwelling setback of 6m to Boyes Close.
- replacement of the irrigation channel with underground irrigation pipe within the road reserve to the satisfaction of Southern Rural Water.
- a shared path on the east side of the road that connects Maddingley Park to the pedestrian bridge over the Werribee River.
- Timber post and rail fencing on the south side of the Tree Reserve only. The shared path between the Tree Reserve and the carriageway is to be gravel as it is within the TPZ of the existing trees.
- dwelling setbacks of 6m on the east side of the road.

Appendix A includes a cross section for the Boyes Close road reserve.

Element 2 – Heritage Park Interface with Orchard Drive

Land to the north of the Heritage Park will require fill to raise it above the 1:100yr flood level and so that Orchard

Drive can accommodate overland stormwater flows heading to Drainage Reserve A. At the same time, the area around the retained Osage Orange Trees will need to remain at the existing ground level. Therefore, a retaining wall may be required on the south side of the road reserve to allow for the changed surface level. Alternatively, some fill may be used on the south side of the road to provide a gradual transition to the natural surface level at the base of the retained trees.

The shared path network has an intersection at this location and must be designed with consideration for the transition or retaining wall. The outcome will be subject to detailed engineering design and the proposed surface levels of Orchard Drive.

The shared path crosses the east-west road at this location. A raised shared path crossing is required here which will prioritise the walking and cycling movements and act as a traffic management device

Element 3 and 4 – The Avenue and Windbreak Heritage Trees

The urban structure has been designed to retain ‘The Avenue’ and ‘The Windbreak’ within a Heritage Park along Taverner Street. While the trees are in varying condition, when considered as groups, and managed as such, they are considered worthy of retention and will be a major landscape feature within the development.

Based on assessments during the preparation of the Development Plan, the following design criteria have been identified:

- A Tree Management Plan is to be prepared for ‘The Avenue’ and ‘The Windbreak’ that identifies those trees which are to be retained and removed, a works program to ensure the conservation and restoration of the trees and the appropriate Tree Protection Zones to be applied.
- The trees must be retained on Council land as a reserve to ensure appropriate long-term management and protection under a single manager.
- The view from Taverner Street through ‘The Avenue’ must be retained and enhanced through tree management.
- Arboricultural maintenance is required to address the existing structural and maintenance issues.
- Crown reduction pruning is required to reduce the overall height of the taller trees and to reduce the likelihood of future canopy failures.
- Vehicle exclusion barriers must be provided at either side of ‘The Avenue’.
- The potential to create a path for pedestrians within ‘The Avenue’ should be considered as part of the Tree Management Plan and final Landscape Plan for

PLAN 3 - KEY DESIGN ELEMENTS



- LEGEND**
- Residential Lots
 - Superlot
 - Werribee River Corridor
 - Tree Reserve
 - Heritage Tree Reserve
 - Wetland Reserve
 - Aerial Road
 - Indicative Lot Boundary
 - New Shared Path 2.5m
 - New Gravel Shared Path 2.5m
 - Existing Shared Path
 - Way Finding Signage
 - Retaining Wall or Graded Transition
 - Dwelling Setback - 9m
 - Dwelling Setback - 6m
 - Pedestrian Bridge - existing
 - Splay for Future Roundabout

ELEMENT 12
General Housing Design Guidelines apply to the residential lots.

TAVERNER STREET DEVELOPMENT PLAN

Scale: 1:1500 @ A3
 Prepared: 14 October 2020
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the park. A visual relationship between ‘The Avenue’ planting and the ‘The Windbreak’ should be retained.

- Two east-west gravel paths should be provided within each row of heritage trees to allow for pedestrian passage and maintenance.
- A Heritage Interpretation Plan should be prepared by a suitably qualified consultant, which adheres to the guidance set out in the *Australia ICOMOS Practice Note ‘Interpretation’ (Version 1, November 2013)*. The plan should tell the story of the local area and the significance of the protected trees. Information should be incorporated into an informational sign board within the Heritage Park.

Element 5 – Sewer Pump Station

A preliminary location for the sewer pump station has been identified along Taverner Street due to its accessibility and distance from residential lots. Much of the pump station will be located below ground. However, any components that are visible should include design elements to integrate them into the surrounding wetland area and streetscape. This should be in the form of screening or landscaping utilising materials, colours and plant species taken from the immediate surrounds.

Element 6 – Double Fronted Townhouses along Fiskén Street

The urban structure results in two narrow strips of residential land positioned between Fiskén Street and Orchard Drive/River Road. These two parcels are intended for dwellings that have vehicle and pedestrian access from the west and with the main dwelling frontage and pedestrian access from Fiskén Street.

The *Design and Development Overlay* requires that these dwellings:

- are set back no less than 9m from Fiskén Street
- are orientated towards Fiskén Street
- have a wall height along Fiskén Street that does not exceed 7m from natural ground level

The depth of these land parcels will be just over 20m and will have design constraints. Design of this area should include the following design elements:

- Lots should be at least 8.5m wide
- Lots immediately adjacent to the local entry road should be 11.5m wide to allow for 8.5m dwellings and 3m corner splays
- Dwellings must be located on the western side of the lots with vehicle access from the west and front entry facing Fiskén Street
- No setback from the Orchard Drive/River Road r reserve is required
- Dwellings should be setback 9m from Fiskén Street to allow for the ground level to transition from

existing sealed road level to a height 600mm above the 1:100yr flood level

- Front verandahs and balconies at the ground and first level may extend 2.4m into the front setback
- Private open space may be provided as balconies off of living areas that are a minimum of 8m².
- The western elevation of dwellings must include articulated built form including a balcony at the upper level
- Front fencing along Fiskén Street should be semitransparent and limited to 1.2m in height
- Fencing on the western boundary should be semitransparent and limited to 1.2m
- lots bounding public areas, such as northernmost and southernmost in each group to include passive surveillance of paths, tree reserves or roads, by including windows in walls overlooking these spaces
- East facing facades must include sound attenuation measures including double glazed windows to lessen the impact of the industrial uses to the east
- Dwellings should include ground level windows and doors to habitable rooms on the east and west elevation

Element 7 – Local Intersection A

Element 7 of the urban structure is the intersection of the 17.5m Simons Lane with the shared path and the 12.8m River Road. A functional layout of this intersection is provided in Appendix B to illustrate the preferred design outcome. This area is to include:

- Raised shared path crossing of River Road
- Wayfinding signage for the path network on the north side of River Road

Element 8 – Local Intersection B

Element 8 of the urban structure is the intersection of River Road and Local Road. A functional layout of this intersection is provided in Appendix B to illustrate the preferred design outcome. This area is to include wayfinding signage at the northern end of Local Road D.



Element 9 – Superlot Interface with Werribee River and Fisken Street

The superlot may be developed as a childcare centre or residential units. Both require a separate permit application.

If the superlot is used for a childcare centre:

- Vehicle and pedestrian access can be from Fisken Street and River Road. The Fisken St access should allow for a raised path crossing.
- Open space areas should be activated towards the Werribee River and the shared path, provide passive surveillance and reduce the dominance of built form from the river corridor.
- Activation of the River Road site frontage through provision of an alternative entrance, windows, outdoor areas, transparent fencing and varied building form.

If the superlot is used for residential units:

Vehicle and pedestrian access can be from River Road and a rear lane with direct access from Fisken Street. The Fisken Street access should be a road reserve and allow for a raised shared path crossing.

Residential units adjacent to the Werribee river corridor and shared path must provide passive surveillance and activation of these areas.

Appropriate responses should include:

- Frontages should be oriented and activated towards open space
- Direct access from dwellings to the river shared path

Residential units must be integrated into the surrounding development physically and visually. Appropriate responses should include:

- Permeable pedestrian networks
- Units arranged as clusters rather than one contiguous group
- Limiting crossovers to River Road, with car parking accessed from a rear lane
- High quality design, landscaping and landscape design with a focus on interface areas

Element 10 – Primary Site Access Intersection

The primary site access will be from Fisken Street. Most vehicle movements will be to and from the north as Fisken Street provides a direct connection to the Bacchus Marsh Town Centre. The traffic assessment by Cardno has concluded that no significant intersection treatment is required at this location to accommodate the anticipated vehicle turning movements.

Immediately to the west of the primary access to the development plan area is an internal intersection of River Road and Orchard Drive. The short distance between these intersections has been considered and priority has been given to the Orchard Drive as it provides access to a greater number of residential lots. Providing this priority movement in the road network will reduce the amount of queuing at this location as traffic waits to turn north or south after entering the development plan area.

The proposed shared path along Fisken Street should take the form of a raised crossing at the intersection to improve the conspicuity of the shared path to the drivers.

A concept design for this intersection has been provide in Appendix B.



Element 11 – Future Roundabout

The Fisken Street and Taverner Street intersection will not need to be upgraded due the development associated with this plan. However, development of the proposed indoor sports facility directly south of Taverner Street will require upgrade to a roundabout. Cardno has provided a concept plan for the future roundabout that will accommodate B-double heavy vehicles. This plan is provided in Appendix B.

The land required for the roundabout that is within the development plan area is illustrated in the urban structure. Design of any retarding basin or wetland in proximity to the intersection must consider this future land requirement.

Element 12 – General Housing Design Guidelines

- Street trees should be planted at 8m intervals, where possible, to maximise shade, cover and continuity of canopy cover.
- Front setbacks should be landscaped to compliment the streetscape and at least one advanced canopy tree be planted within the front setback where practical. This may not be practical for higher density townhouse lots.
- Hard paving (driveways, paths and carparking) should not visually dominate the front setback or negatively impact on existing trees, with large expanses of concrete to be avoided.
- Fencing height or transparency should allow for a visual relationship between the street and landscaping within a front yard to setback and communal areas. Front Fencing height should not exceed 1.2 metres where no other constraints on fencing apply
- Side fencing within the front setback (between dwelling frontage and front property boundary) and visible from the street, should not dominate the streetscape and be consistent with the height of the front fence on the site,
- Garages should not present as a dominant element of a dwelling when viewed from the street.
- Where appropriate, garages may be located and accessed from the rear or side of the lot.
- At least one habitable room at the ground floor of a dwelling should be located fronting the street to encourage interaction with the public realm.
- For corner sites, the dwelling on a corner should be orientated to the primary frontage whilst also addressing the secondary street frontage through large windows and design elements.
- Dwellings should actively address and engage with the street promoting a strong relationship between the public and private realm, and passive surveillance of the street.
- Architectural elements that promote interaction between the private and public realm such as porches, balconies, bay windows, pergolas, verandas should be included in the design of the dwelling/s.
- Where appropriate, eaves should be incorporated into the design of dwellings to provide shade, articulation and visual interest to the dwellings.
- Front doors of a dwelling should be visible from the street, where possible, and include covered verandas or porticos to highlight and provide shelter to the entry.
- Where front doors of a dwelling are positioned away from the street, they should have a clearly defined path from the street, particularly in multi dwelling developments.
- Where a string of dwellings is proposed to front a street, a suite of architectural elements and materials should be used to reduce the appearance of bulk, differentiate individual dwellings whilst maintaining a consistent architectural thread throughout.
- This can be managed through staggering of the facades, varying setbacks, varying materials, articulation, setbacks of a second storey or gaps in the built form at regular intervals.
- Contemporary architecture is encouraged and can define a new style for streetscapes that lack a defined character or architectural era. Dwellings that present exemplary high quality contemporary architectural design and respond to these guidelines should be assessed primarily on the contribution they make in terms of architectural quality, interest, innovation and sustainability.
- Where brick render is proposed, large areas should be broken with the introduction of feature elements and varying materials.
- All garage doors, gutters, rain head overflows and down pipe profiles or treatments should complement the overall design of the dwelling.



8. Infrastructure and Staging

The Development Plan has considered the fragmented landholdings within the development site and the process has included correspondence with all landholders.

Due to stormwater catchments and sewerage requirements, 20 Taverner Street can be developed independently of 22-26 Taverner Street. However, the Development Plan anticipates some level of cooperation between the owner of 22, 24A and 26 Taverner Street and the owner of 24 Taverner Street. This relates to:

- Drainage Reserve A and associated infrastructure required at the southern end of 26 Taverner Street which will also cater for 24 Taverner Street.
- Stormwater from 22 Taverner Street which is intended to flow east along Orchard Drive, across 24 Taverner Street to Drainage Reserve A.
- Local Road C on 24A Taverner Street which is required to access lots on 24 Taverner Street.
- Local Road D on 24 Taverner Street which is required to access lots on 26 Taverner Street.
- Development on 24 Taverner Street which will have no road access until a connection is provided via 26 Taverner Street..
- Creation of a Tree Reserve for the heritage trees on the boundary of 22 and 24 Taverner Street.

If cooperation does not occur, changes to the Development Plan may be considered to facilitate early stages of development.

8.1. Key Infrastructure Requirements

A *Stormwater Management Strategy* has been prepared for the development plan area which identifies two catchments. Catchment A is made up of 20 Taverner Street and Catchment B is made up of 22-26 Taverner Street.



Figure 13 - SWMS Catchment A and B

A separate drainage reserve is provided for each catchment which has been sized to cater for on-site retention to limit outfall flows to predevelopment levels and wetland components to treat the water before reaching the outfall.

Both drainage assets will connect to the existing drainage outfall at the Taverner Street and Fiskens Street intersection. The existing outfall extends east along the south side of the Taverner Street road reserve and then north to the Werribee River within an unmade road reserve.

A sewer pumping station and rising main will be required in the southeast portion of the development plan area in order to pump sewerage back up to the discharge location south of the Heritage Park. The use of a sewer pump station for most of Stages 1, 2 and 3 will reduce the amount of fill required across the development area.



8.2. Indicative Staging

Plan 4 - Staging and Infrastructure, shows indicative staging based on preliminary consideration of the infrastructure requirements and land fragmentation within the development plan area. The ultimate staging will be dependent on detailed engineering design and negotiations between landholders. Therefore, the staging detail in this section relates mostly to the infrastructure requirements associated with identified parcels of the development.

The Infrastructure and Staging Table outlines each stage and infrastructure that should be provided as part of each stage.

STAGE 1

Stage 1 includes most of 26 Taverner Street, all of 24A Taverner Street and the northern portion of 22 Taverner Street. These properties are owned by the same developer.

This stage includes most of the critical infrastructure required to commence any development within the development plan area. This includes the primary entry from Fisken Street, the retarding basin and wetland in the southeast corner, a sewer pumping station and rising main along Taverner Street.

Full development of 26 Taverner Street cannot be achieved as part of Stage 1 unless there is cooperation with 24 Taverner Street. Local Road D is located on 24 Taverner Street and is required for:

- Vehicle access to 5 lots on 26 Taverner Street
- Stormwater flows from development on 22 and 24A Taverner Street which need to reach the drainage reserve on 26 Taverner Street.
- Sewerage pipe for development on 22 and 24A Taverner Street which need to reach the pump station on 26 Taverner Street.

Local Road C includes 1.5m of the road reserve on 24 Taverner Street. This is the footpath component of the cross section and can be developed whenever 24 Taverner Street is developed as part of Stage 3.

Ideally, cooperation between 24 Taverner Street and 26 Taverner Street will facilitate the development of Local Road D on 24 Taverner Street as part of Stage 1. However, this plan has provided staging if this cooperation is not achieved.

STAGE 2

Stage 2 is located on 22 Taverner Street. It will rely on the infrastructure delivered by Stage 1 development. The major consideration for this stage is the stormwater drainage and sewer alignment that is planned within Orchard Drive that crosses Stage 3.

Stage 2 development will require:

- a sewer connection between the residential area and the proposed pump station on 26 Taverner Street.
- a temporary open drainage channel across 24 Taverner Street.

Both of these infrastructure items can be provided in the Orchard Drive alignment if cooperation with 24 Taverner Street can be achieved. Alternative design solutions can also be explored.

Stage 2 will include delivery of the Heritage Park with Osage Orange Trees in the tree reserve that crosses the boundary into 24 Taverner Street. Therefore, the eastern portion of the Tree Reserve may not be implemented until development of Stage 3.

STAGE 3

Stage 3 is in different ownership than Stages 1 and 2. This stage relies on the infrastructure being delivered by Stages 1 and 2 of the development including:

- vehicle access from Fisken Street,
- sewer pump station and rising main,
- drainage reserve with wetland and on-site retarding.

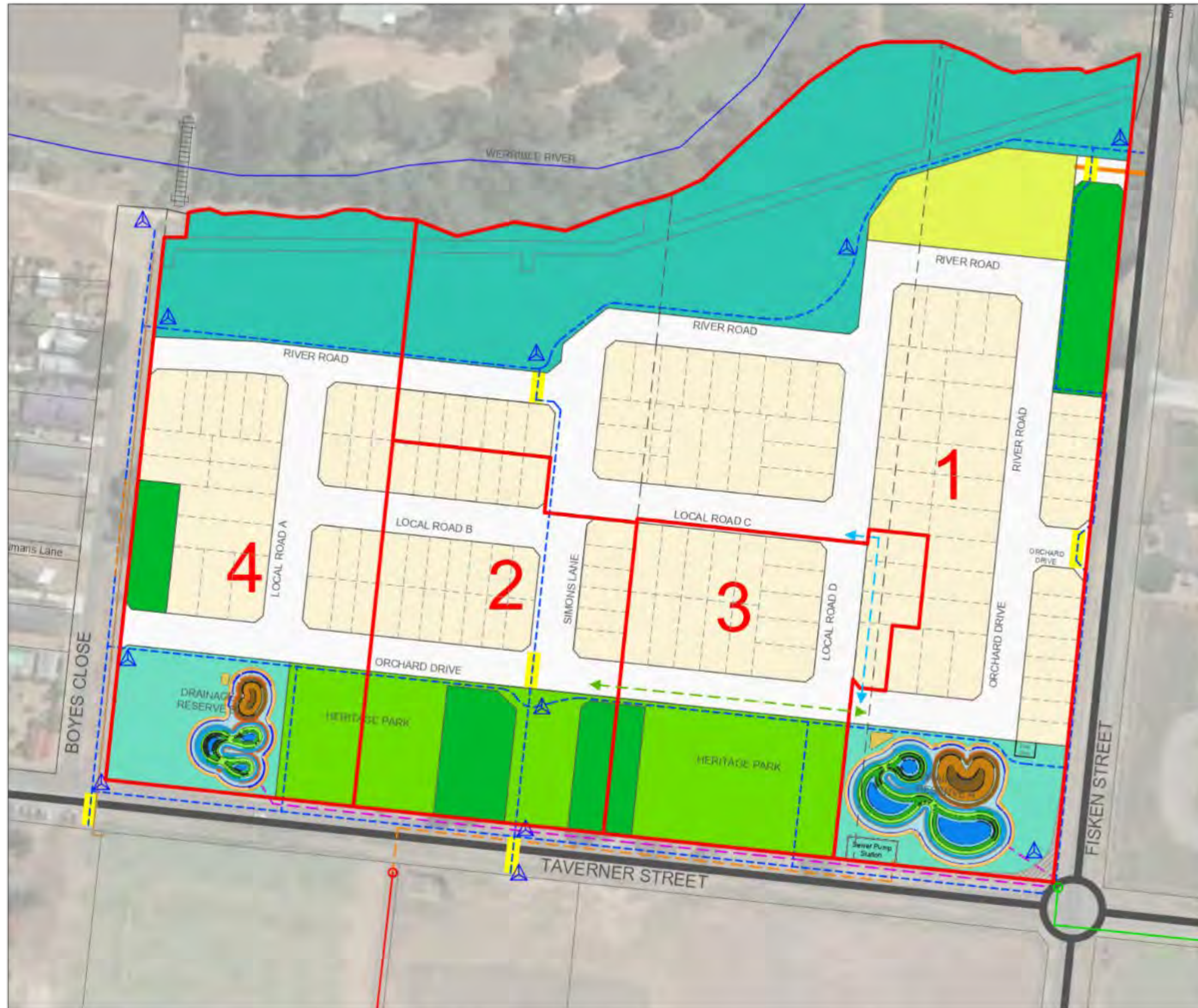
Development of Stage 3 will provide the shared path on the south side of Local Road C and facilitate the development of the final 5 lots on 26 Taverner Street. The heritage tree reserve and heritage park will be completed as part of this stage.

STAGE 4

Stage 4 is in separate ownership. It includes its own drainage reserve in the southwest corner of the development plan area and its own access from Boyes Close. A stormwater drain along Taverner Street will be required to connect the drainage reserve to the outfall location near Fisken Street.

The final staging of the development plan area will depend on coordination between landholders and more detailed design and planning at the planning permit stage. Variations to the urban structure and staging must be considered at the permit stage to facilitate development of the area.

PLAN 4 - INFRASTRUCTURE AND STAGING



LEGEND

- Stage Boundary
- Existing Sewer
- Proposed Sewer - Rising Main
- Existing Stormwater Outfall
- Proposed Wetland Drainage Pipe
- Irrigation Channel Replaced with Pipe
- Sewer Pump Station
- ↔ Other Infrastructure For Stage 1
- ↔ Other Infrastructure For Stage 2
- Existing Title Boundary
- New Shared Path
- New Gravel Shared Path
- Raised Path Crossing
- ▲ Way Finding Signage
- Future Roundabout
- Splay for Future Roundabout

NOTES

1. Stage boundaries are indicative and subject to detailed design.
2. Existing title boundaries are aligned with stage boundaries and road reserves in some locations. Refer to Plan 1 Site Features to confirm title boundaries.
3. This plan illustrates key infrastructure related to the indicative development staging. It does not show all infrastructure requirements.
4. Detailed location and sizing of all infrastructure to be determined during the planning permit and functional layout planning processes.
5. 'Other infrastructure' required for Stage 1 includes:
 - an underground sewer connection between Local Road C and the pump station.
 - a temporary open drainage channel or temporary pipe between Local Road C and the drainage reserve.
 Alternatively, Local Road D could be constructed on 24 Taverner Street as part of Stage 1.
6. 'Other infrastructure' required for Stage 2 includes:
 - an underground sewer connecting Stage 2 to the pump station
 - a temporary open drainage channel across 24 Taverner Street until Orchard Drive is constructed.
7. Refer to Section 8 - Infrastructure and Staging and the Infrastructure and Staging table in the Taverner Street Development Plan for more detail.

TAVERNER STREET DEVELOPMENT PLAN
 Scale: 1:1500 @ A3
 Prepared: 14 October 2020
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Infrastructure and Staging Table

Stage	Description	Key Infrastructure/Tree Reserves/Assets	Comments/Notes
1	Most of 26 Taverner St All of 24A Taverner St Northern Portion of 22 Taverner St	<ul style="list-style-type: none"> • Primary Site Access – new intersection for Orchard Drive at Fisken Street. • Tree Reserve for the River Red Gums along Fisken Street. • Urbanised verge on west side of Fisken Street. • Shared path along west side of Fisken Street from Taverner Street to the Tree Reserve, around outside of Tree Reserve and back to Fisken Street. • Retarding basin and water quality treatment in Drainage Reserve A. • Sewer pump station and rising main to the discharge point south of 22 Taverner Street. • Landscaping and shared path in the Werribee River Corridor. • Direct driveway access to the superlot from Fisken Street. • Shared path network within Stage 1 area and interface with surrounding roads. • One raised path crossing of the River Road at the end of Simons Lane. • Wayfinding signage at Taverner and Fisken Street and three locations along the Werribee River. • Construction of the northern side of Taverner Street consistent with IDM. 	<ul style="list-style-type: none"> • A number of lots located on 26 and 24A Taverner Street require vehicle access from Local Road D located on 24 Taverner Street. Stormwater and sewer infrastructure will ultimately be required within the road reserve. If this road is not constructed as part of Stage 1, temporary infrastructure may be required to service the northwest portion of Stage 1. This will delay the development of several lots which could otherwise be part of Stage 1.
2	Southern Portion of 22 Taverner St	<ul style="list-style-type: none"> • Infrastructure delivered as part of Stage 1 including internal road network, retarding basin and water quality treatment asset in Drainage Reserve A, sewer pumping station and rising main. • Heritage Park with tree reserves and heritage signage/information. • Shared path connecting the Heritage park to the Werribee River Corridor. • Shared path network within Taverner Street road reserve connecting 26 Taverner Street to 22 Taverner Street shared path network. • A raised path crossing at Taverner Street and Orchard Drive. • Landscaping and shared path in the Werribee River Corridor. • Wayfinding signage at Taverner Street (x2) and Orchard Drive. • Construction of a temporary drainage infrastructure across 24 Taverner Street to allow stormwater from Stage 2 to reach Drainage Reserve A. • Construction of sewer infrastructure connecting Stage 2 development with the pump station. This may be required across 24 Taverner Street. • Two Tree Reserves for the Osage Orange Trees. • Construction of the northern side of Taverner Street consistent with IDM. 	<ul style="list-style-type: none"> • If the sewer and stormwater connections across 24 Taverner Street cannot be achieved, grading of the development plan area to utilise Drainage Reserve B in the southwest corner can be considered
3	24 Taverner St Small portion of 26 Taverner St	<ul style="list-style-type: none"> • Infrastructure delivered as part of Stage 1 including internal road network, retarding basin and water quality treatment asset in Drainage Reserve A, sewer pumping station and rising main. • Eastern side of the Tree Reserve for the Osage Orange Trees. • Shared path connection between Orchard Drive and Taverner Street. • Construction of the northern side of Taverner Street consistent with IDM. 	<ul style="list-style-type: none"> • Development of 24 Taverner is not possible until key infrastructure is provided on 26 Taverner Street. • A portion of 26 Taverner Street cannot be developed until some infrastructure is provided within 24 Taverner Street.



4	20 Taverner Street	<ul style="list-style-type: none"> • Retarding Basin and water quality treatment asset in Drainage Reserve B. • Shared path network within Stage boundary and interface with surrounding roads. • Tree Reserve along Boyes Close. • Urbanisation of the East side of Boyes Close with shared path from Taverner St to the Werribee River. • Western portion of the Heritage Park. • Landscaping and shared path in the Werribee River Corridor. • Raised path crossing across Taverner St. • Wayfinding signage at 4 locations along Boyes Close • Construction of the northern side of Taverner Street consistent with IDM. 	<ul style="list-style-type: none"> • 20 Taverner Street can be developed independently of other properties within the Development Plan.
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9. Landscape Concept Plan

A *Landscape Concept Plan* has been prepared by John Patrick Landscape Architects. It provides an overarching concept for the development plan area to ensure consistency between stages and development by different owners by providing guidance on how open space reserves, road reserves, and tree reserves should be landscaped and fenced.

The Landscape Plan emphasises how the Development Plan is consistent with the objectives of the Bacchus Marsh & Ballan Open Space Framework by utilising the shared path network to connect the Werribee River Corridor to the new open space areas to the south. The new open space areas highlight the unique heritage values of the area and transition to the proposed indoor sports facility and Maddingley Park Reserve and Sporting Fields.

Street Trees

The *Landscape Concept Plan* focuses on the use of three types of native trees to line the street network.

Mella Azederach 'Elite' (Elite White Cedar) are a smaller tree appropriate for the local access streets and areas with smaller residential lots.

Eucalyptus Melliodora (Yellow Box) are a larger statement tree and have been used along the northern side of the wetlands and Heritage Park. They have also been used on the east and west boundary of this open space precinct.

Eucalyptus Viminalis SSP. Viminalis (Manna Gum) are a larger statement tree and have been selected to line the Werribee River Corridor and provide a prominent delineation between the urban development and the core riparian zone.

The east side of Taverner Street already has 3 large established trees of varying types within the road reserve in front of 24 Taverner Street. A range of other trees can be selected by Moorabool Council for planting on the north side of Taverner Street.

Tree Reserves

The *Landscape Concept Plan* addresses the tree reserve on Fiskin Street and Boyes Close, both of which have River Red Gums along the property boundary and Tree Protection Zones that extend well into the road reserves.

The Fiskin Street Tree Reserve is to have new wood chip mulch under the TPZs with new native grasses planted in the rest of the reserves. New timber post and rail fencing is required along the boundary of the reserve where the tree management plan considers it appropriate.

The Boyes Close Reserve has overhead powerlines and the irrigation channel within the TPZ of the River Red Gum. The TPZs are to have new wood chip mulch within the TPZs and surrounded by new native grasses. The new timber post and rail fence is required along the southern

reserve boundary but may not be appropriate in the western side as the TPZ encroaches into the road zone. This can be addressed as part of a Tree Management Plan for this reserve.

Drainage Reserve and Heritage Park

The open space precinct at the south of the development plan area will include a range of tree planting within the wetland area which are to be determined as part of detailed design of the wetlands.

The Heritage Park is to be mainly new hydroseeded lawn areas for passive recreation between the wetlands and the Heritage Osage Orange Trees.

The concept plan relies on the primary shared path network that extends through the precinct but also highlights the need for local connections between the Heritage Trees. Two east-west gravel paths are proposed within both 'The Avenue' and 'The Windbreak'. A New Timber Post and Rail Fence is to be provided around the Heritage Trees with openings for the paths and to allow passage for pedestrians and maintenance staff. The location of these paths and fencing should be considered as part of the Tree Management Plan to be prepared for the Heritage Osage Orange Trees.

Timber bollards with 1.5m spacing are to be provided around the perimeter of the wetlands and the Heritage Park to prevent vehicle access. These have been illustrated in the relevant road cross sections.

Werribee River Corridor

The Werribee River Corridor includes the vegetated buffer and core riparian zone for the Werribee River. Prior to any development, and when functional design detail is available, a detailed landscape plan will be required for this area. The detailed landscape plan should include:

- timber bollards along the edge of the corridor to act as a vehicle exclusion barrier
- a 10m vegetated buffer along the southern boundary of the corridor with trees and a shared path
- works outlined within Practical Ecology's Flora and Fauna assessment, Native Vegetation Assessment and Environmental Management Plan
- any requirements of Melbourne Water or Moorabool Shire Council
- plants listed by Moorabool Shire's, Bacchus Marsh Native Plant List and Melbourne Water's, Healthy Waterways Visions - Vegetation Species 23CVU. Plants that appear on both lists are in the following table.



TREES	
Botanical Name	Common Name
<i>Acacia dealbata</i>	Silver Wattle
<i>Acacia melanoxylon</i>	Blackwood
<i>Allocasuarina littoralis</i>	Black Sheoak
<i>Bursaria spinosa</i> ssp. <i>Spinosa</i>	Sweet Bursaria
<i>Eucalyptus ovata</i> var. <i>ovata</i>	Swamp Gum
<i>Eucalyptus rubida</i>	Candlebark
<i>Eucalyptus viminalis</i> ssp. <i>Viminalis</i>	Manna Gum

SHRUBS	
Botanical Name	Common Name
<i>Banksia marginata</i>	Silver Banksia
<i>Cassinia longifolia</i>	Shiny Cassinia
<i>Leptospermum continentale</i>	Prickly Tea-tree
<i>Leptospermum myrsinoides</i>	Heath Tea-tree
<i>Muehlenbeckia florulenta</i>	Tangled Lignum
<i>Ozothamnus ferrugineus</i>	Tree-Everlasting

GRASSES AND SEDGES	
Botanical Name	Common Name
<i>Austrodanthonia racemosa</i> var. <i>racemosa</i>	Striped Wallaby-grass
<i>Austrodanthonia pilosa</i>	Velvet Wallaby-grass
<i>Austrodanthonia laevis</i>	Smooth Wallaby-grass
<i>Carex appressa</i>	Tall Sedge
<i>Ficinia nodosa</i>	Knobby Club-sedge
<i>Juncus pallidus</i>	Pale Rush
<i>Juncus sarophorus</i>	Broom Rush
<i>Lepidosperma laterale</i>	Variable Sword-sedge
<i>Lomandra longifolia</i> ssp. <i>longifolia</i>	Spiny-headed Mat-rush
<i>Microlaena stipoides</i> var. <i>stipoides</i>	Weeping Grass
<i>Phragmites australis</i>	Common Reed
<i>Poa labillardierei</i> var. <i>labillardierei</i>	Common Tussock-grass
<i>Themeda triandra</i>	Kangaroo Grass
<i>Xanthorrhoea minor</i> ssp. <i>Lutea</i>	Small Grass-tree

PLAN 5 - LANDSCAPE CONCEPT



- Existing River Red Gum TPZ - To Be Retained
- Existing River Corridor Tree TPZ - To Be Retained
- Existing Tree TPZ - To Be Retained
- Existing Heritage Tree TPZ - To Be Retained
- New Wetland Tree - Native trees to later selection
- New Street Tree - MELIA AZEDERACH 'Elate' (Elate White Cedar)
- New Street Tree - EUCALYPTUS MELLIODORA (Yellow Box)
- New Street Tree - EUCALYPTUS VIMINALIS SSP. VIMINALIS (Manna Gum)
- New Taverner Road Reserve Tree - To Council Selection
- New Shared Path - 2.5m
- New Shared Gravel Path - 2.5m
- Existing Shared Path
- Raised Path Crossing
- New Native Grasses plantings within Tree Reserve
Taxa selection to later detailed design
- New Hydroseeded Lawn Areas within Heritage Reserve
Seed Mix to Council Approval
- New Wood Chip Mulched Areas in Tree Reserves
Weeds & Lawn removed by hand prior to installing mulch
- New Timber Post & Rail Fence to Tree Reserves - 0.9m H
- New Timber Bollards to Werribee River Corridor, Wetlands & Heritage Reserves - @ 1.5m spacings
- New Wetlands to Civil Design & Authority Approvals - Swales & Basins to be planted with native plants tolerant of occasional inundation



- LANDSCAPE GUIDELINES**
- HERITAGE RESERVE**
- Existing Heritage trees to be retained and protected with perimeter timber post & rail fencing.
 - Reserves to be cleared of weeds and lawn by hand and mulch installed to reduce competition for moisture from weeds and other vegetation.
 - Openings in fencing to allow passage for pedestrians and maintenance staff.
- RIVER RED GUM RESERVES**
- River Red Gum Reserves in Boyes Close & Fiskin Street sites are to be fenced to using timber post & rail fencing along road frontages and by-palling fencing to lot boundaries.
 - Reserves to be cleared of weeds and lawn by hand and mulch installed to the extent of individual tree's TPZ.
 - Remaining areas within reserve to be planted with a mix of native species grasses and groundcovers.
 - Remove existing gravel path opposite Red Gum Reserve in Fiskin Street and relocate to within Reserve. Path to be outside of TPZ's.
- DRAINAGE RESERVE**
- To detailed Civil design.
 - Drainage Swales & Basins to be planted with native species plants tolerant of occasional inundation.
 - Native species tree planting to perimeter.
 - Screening of Pump Station with native species shrubs & grasses.
- WERRIBEE RIVER CORRIDOR**
- Timber bollards between River Corridor and road reserve.
 - Shared 2.5m wide path within the vegetated buffer.
 - Remove any weed species and replace with indigenous vegetation as per recommendations in Practical Ecology's Flora & Fauna Assessment, Native Vegetation Impact Assessment & Environmental Management Plan, 20-26, Taverner Street, Maddingley.
 - A Detailed Landscape Plan will be prepared for this area. It will specify plant species that are approved by Moorabool Shire and by Melbourne Water.
- STREETSCAPES**
- Plant new native species street trees within grassed naturestrips for all internal roads.
 - Plant new street trees within Taverner Street road reserve where space permits. Species selection to Council nomination.



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REVISION A To Council Requests DATE 27/07/2020 BY BM

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CLIENT **Taverner Street Development**

DRAWING **Landscape Development Plan for Town Planning**

PROJECT **TAVENER STREET**
 20-26 Taverner Street, Maddingley, VIC



SCALE 1:2000@A3
 DATE 27/07/2020
 DRAWN KW
 CHECKED BM
 JOB NO 19-854
 DWG NO LDP-01A



10. Permit Conditions

The following is a list of issues and items that must be addressed as a condition of permit for the relevant property within the Development Plan Area.

CONDITIONS OF PERMIT

1. Any permit for 22 Taverner Street must have a condition in relation to the heritage Osage Orange Trees that form 'The Avenue' and 'The Windbreak' requiring:
 - a. an updated statement of significance and heritage curtilage,
 - b. a tree management plan that addresses maintenance prior to handover that is in line with the recommendations of the ENSPEC report
 - c. installation of interpretive signage.
2. A Tree Management Plan must be prepared in relation to any retained trees within the development area.
3. In relation to any properties that include sections of the Werribee River Corridor, an expanded Werribee River Corridor Management Plan must be submitted that:
 - a. Addresses all of the Taverner Street Development Plan land within the Werribee River Corridor.
 - b. Provides guidance for how the Landscape Plan should consider the incorporation of this area into the open space network of the development plan area.
 - c. Provides specific detail relating to the recommended number of each species for revegetation, density of plantings, and location of the species.
4. Before a sensitive use (residential use, childcare centre, pre-school centre or primary school) commences or before the construction or carrying out of buildings and works in association with a sensitive use commences, either:
 - a. A certificate of environmental audit must be issued for the land in accordance with Part IXD of the Environment Protection Act 1970, or
 - b. An environmental auditor appointed under the Environment Protection Act 1970 must make a statement in accordance with Part IXD of that Act that the environmental conditions of the land are suitable for the sensitive use.
5. Prior to commencement of any works associated with a permit, a Site Environmental Management Plan (SEMP) must be prepared approved by the responsible authority.
6. Prior to commencement of any works, plans for the sewer pump station must be provided that illustrate how any components of the pump station that are visible will be screened. The plans should include design elements to integrate them into the surrounding wetland area and streetscape. This should be in the form of screening or landscaping utilising materials, colours and plant species taken from the immediate surrounds. The plans must be approved by the responsible authority.
7. Prior to Statement of Compliance for any Stage of development that includes the southern open space on 22 Taverner Street must include heritage information signage that highlights the heritage values of the Osage Orange Trees and the history of the development plan area. The information and detail of the signage must be approved by the responsible authority.
8. Prior to commencement of any works associated with a permit, an updated Flora and Fauna Assessment that assesses the development plan area in the spring must be undertaken to confirm that there has been no significant change to the flora and fauna values.
9. Prior to commencement of any works associated with the Werribee River Corridor, a detailed Landscape Plan must be approved by the responsible authority. The Landscape Plan will address:
 - a. the issues outlined in the Werribee River Corridor Management Plan
 - b. All planting, shared paths, furniture, and lighting within the Werribee River Corridor.
10. All open space reserves created as part of any subdivision, including landscaping, heritage trees and drainage assets, must be maintained to the satisfaction of the Responsible Authority for a period including two summers before the Council takes over maintenance responsibilities.



Appendix A - Road Cross Sections

Boyes Close

Fisken Street

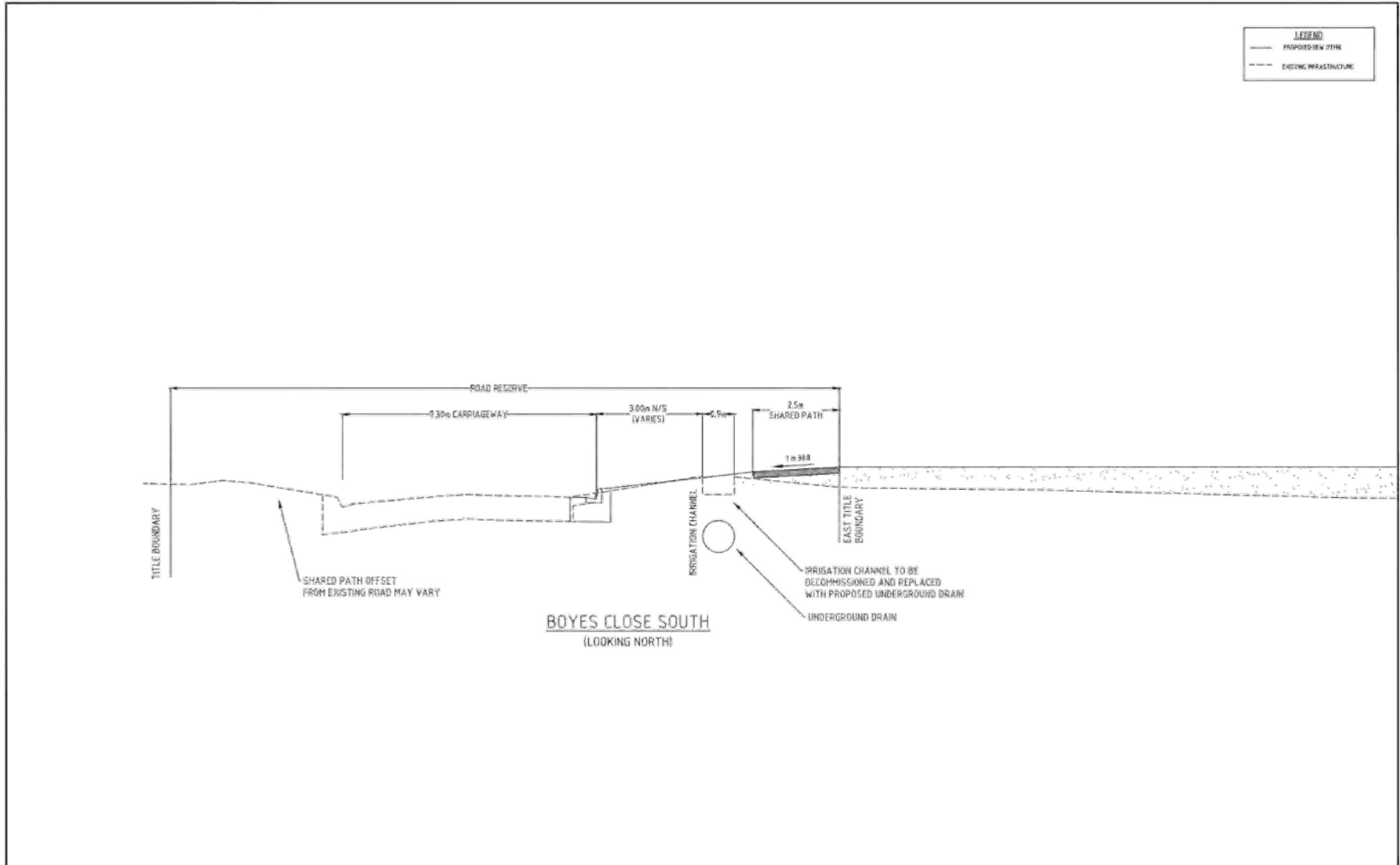
Taverner Street

Simons Lane - Local Road with Shared Path – 17.5m

Local Road – 16m

Orchard Drive - Park Frontage Road – 14.5m

River Road – 12.8m



DESIGNED	A. KUMAR	DATE	29-01-2020
DRAWN	A. DE JONG	SCALE	NTS
CHECKED	-	SHEET SIZE	A1
APPROVED	-	NO. OF SHEETS	42 A10

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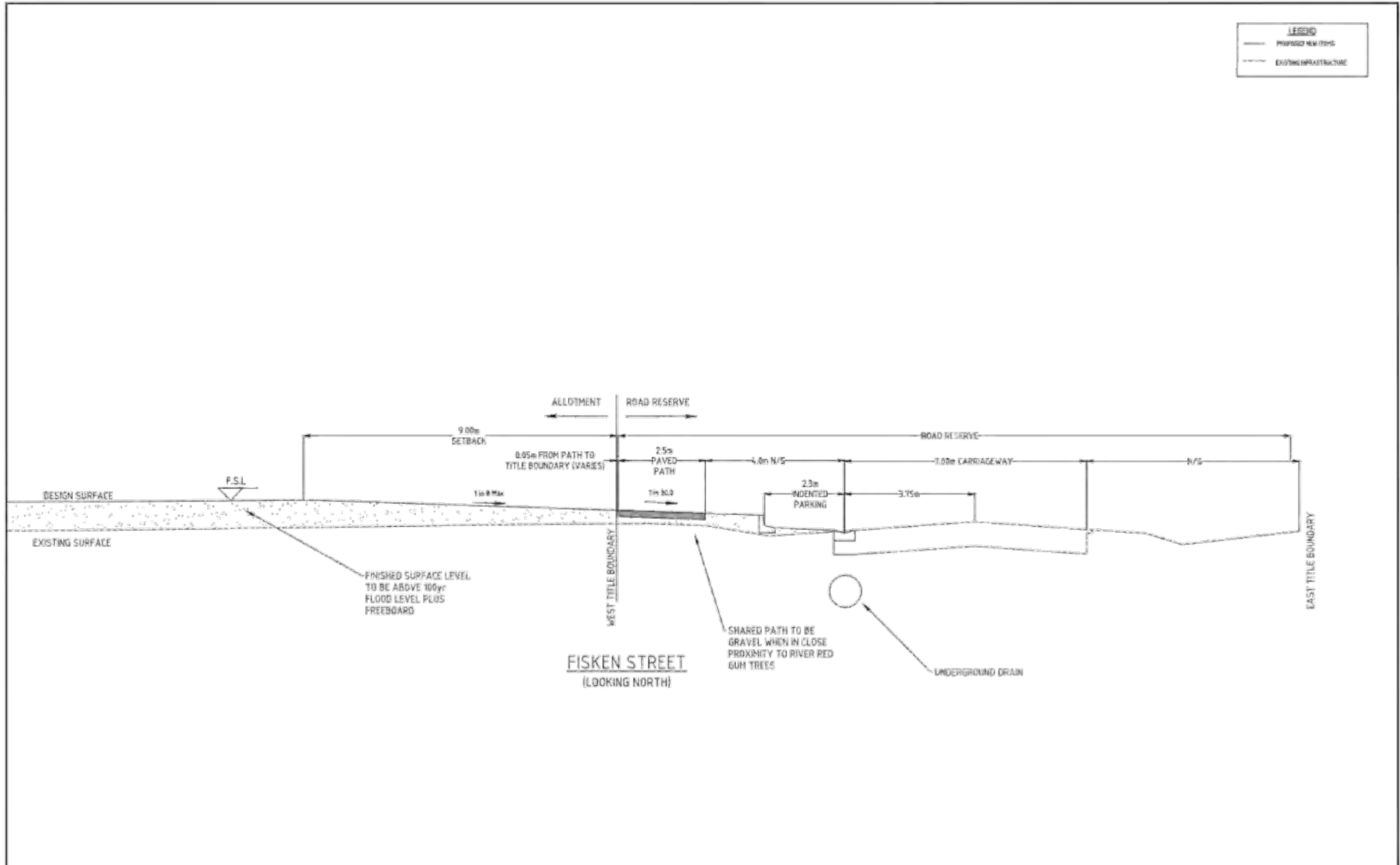
CLIENT
**TAVERNER STREET
DEVELOPMENT PLAN**

PROJECT
**EXTERNAL CROSS SECTIONS
20-26 TAVERNER STREET
MADDINGLEY VIC 3340
MOORABOOL SHIRE COUNCIL**

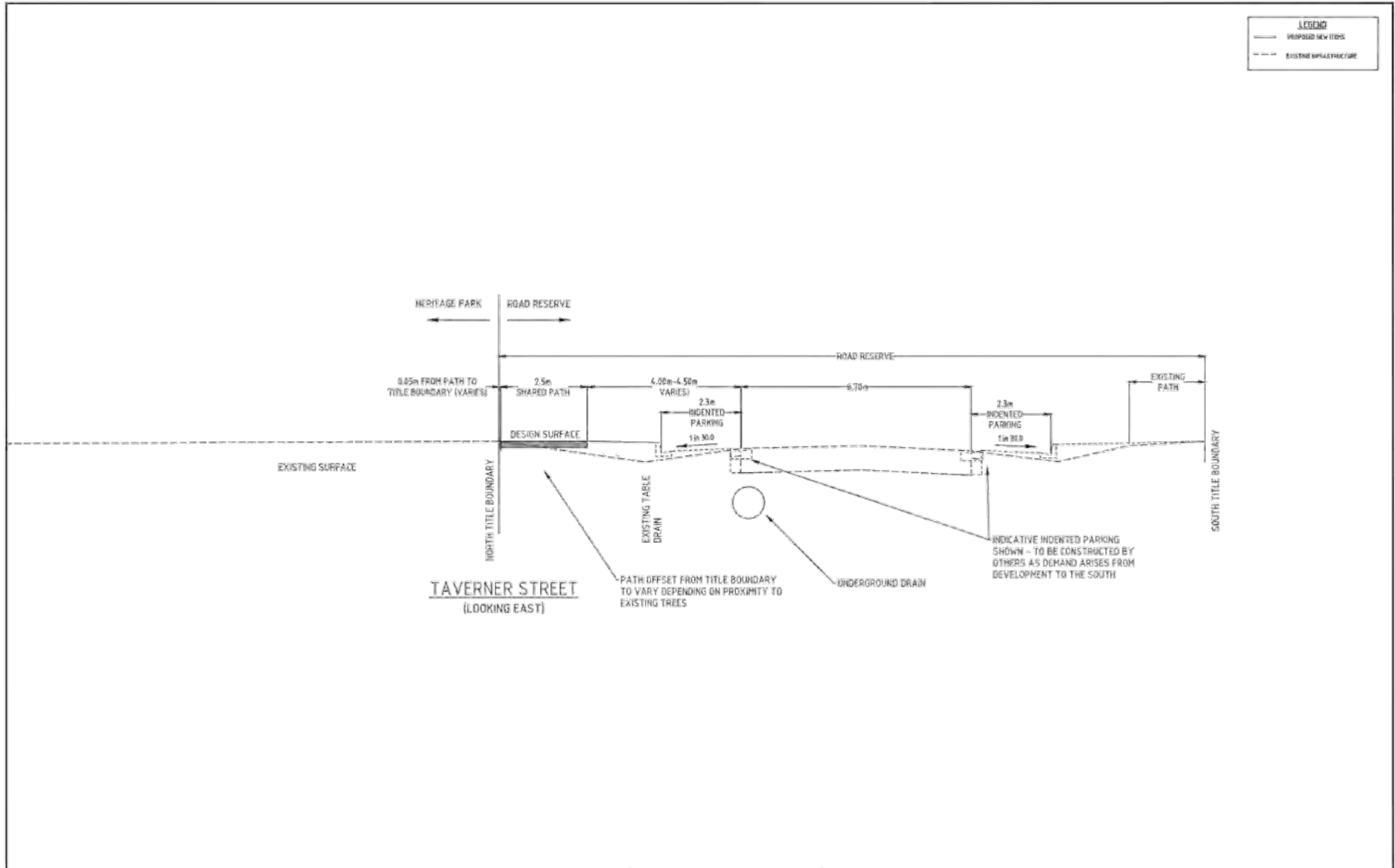
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DRAWING TITLE
BOYES CLOSE CROSS SECTION

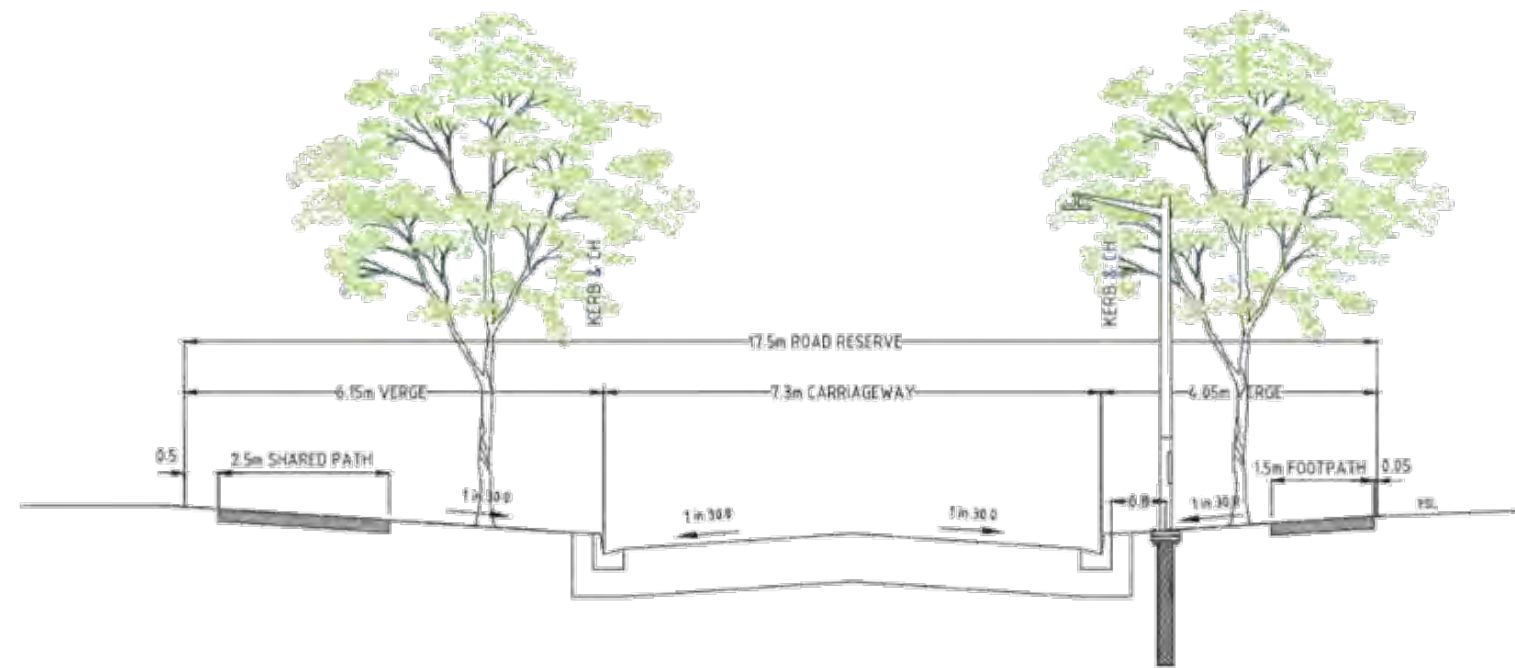
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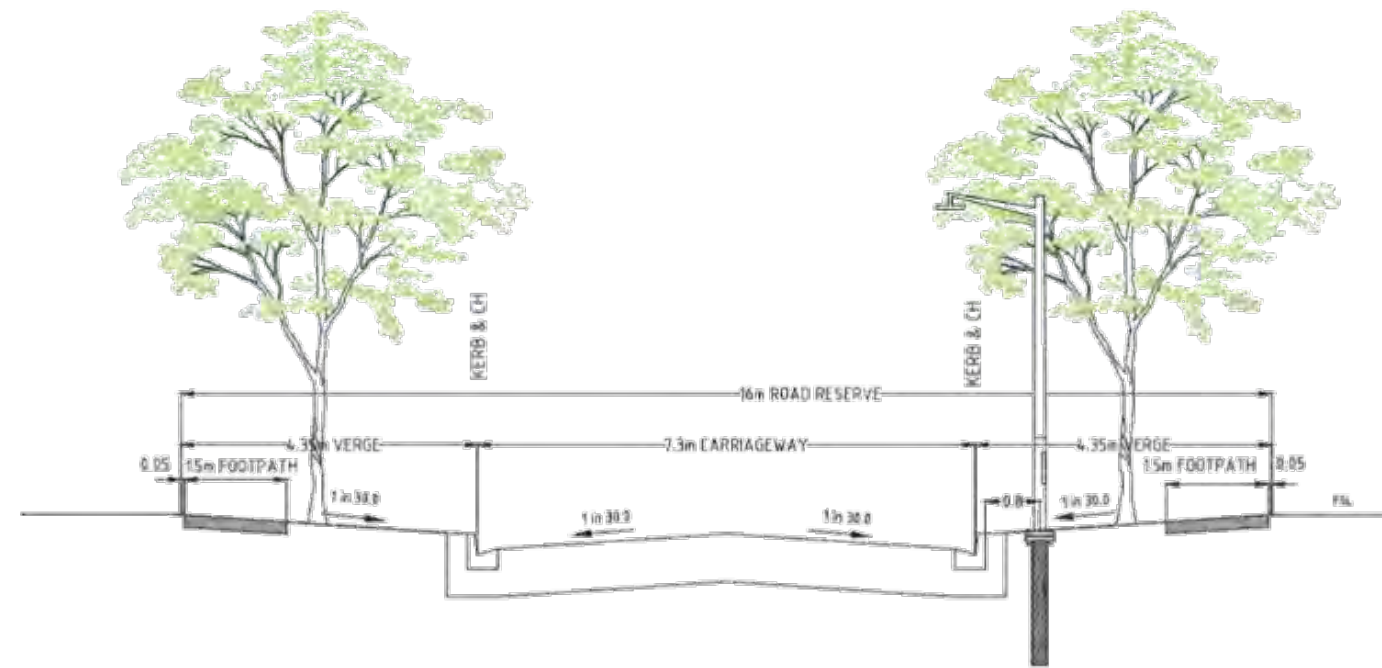
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CHECKED BY: --		SHEET SIZE: A1				TOP DRAWING NUMBER: 17902-201	
APPROVED BY: --		RELWAY: 42 A10	PROJECT DRAWING NUMBER: 3		REV: 4	PAGE: 02	
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				03 22.01.20	PRELIMINARY ISSUE	A	



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	01	22.01.20		PRELIMINARY ISSUE		A			

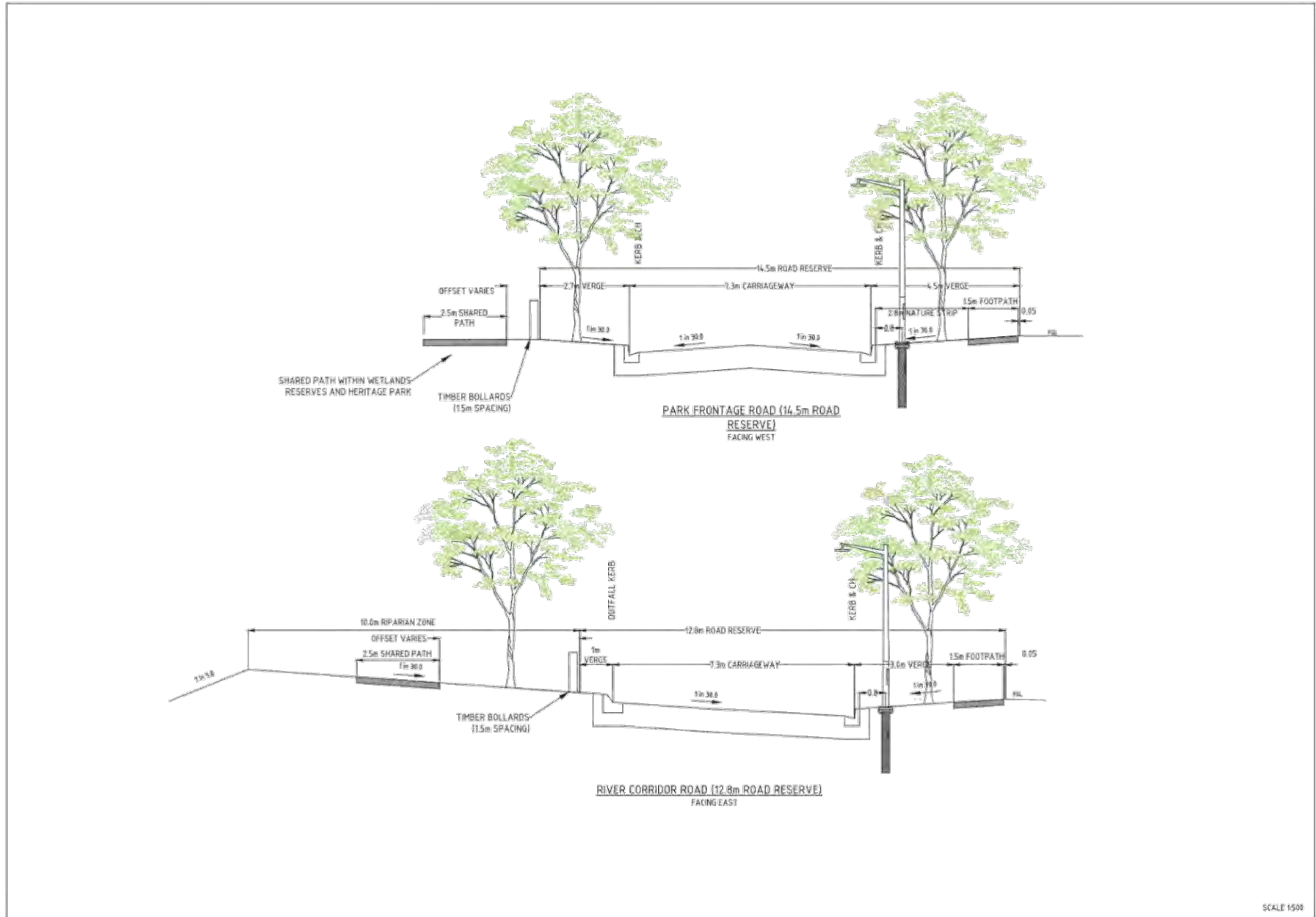


LOCAL ROAD WITH SHARED PATH (17.5m ROAD RESERVE)



LOCAL ROAD (16m ROAD RESERVE)

SCALE 1500





Appendix B - Functional Intersection Designs

Overall Functional Concept

Boyes Close and Taverner Street Intersection

Taverner Street Raised Crossing at 22 Taverner Street

Design Element 11 - Taverner Street and Fisker Street Roundabout

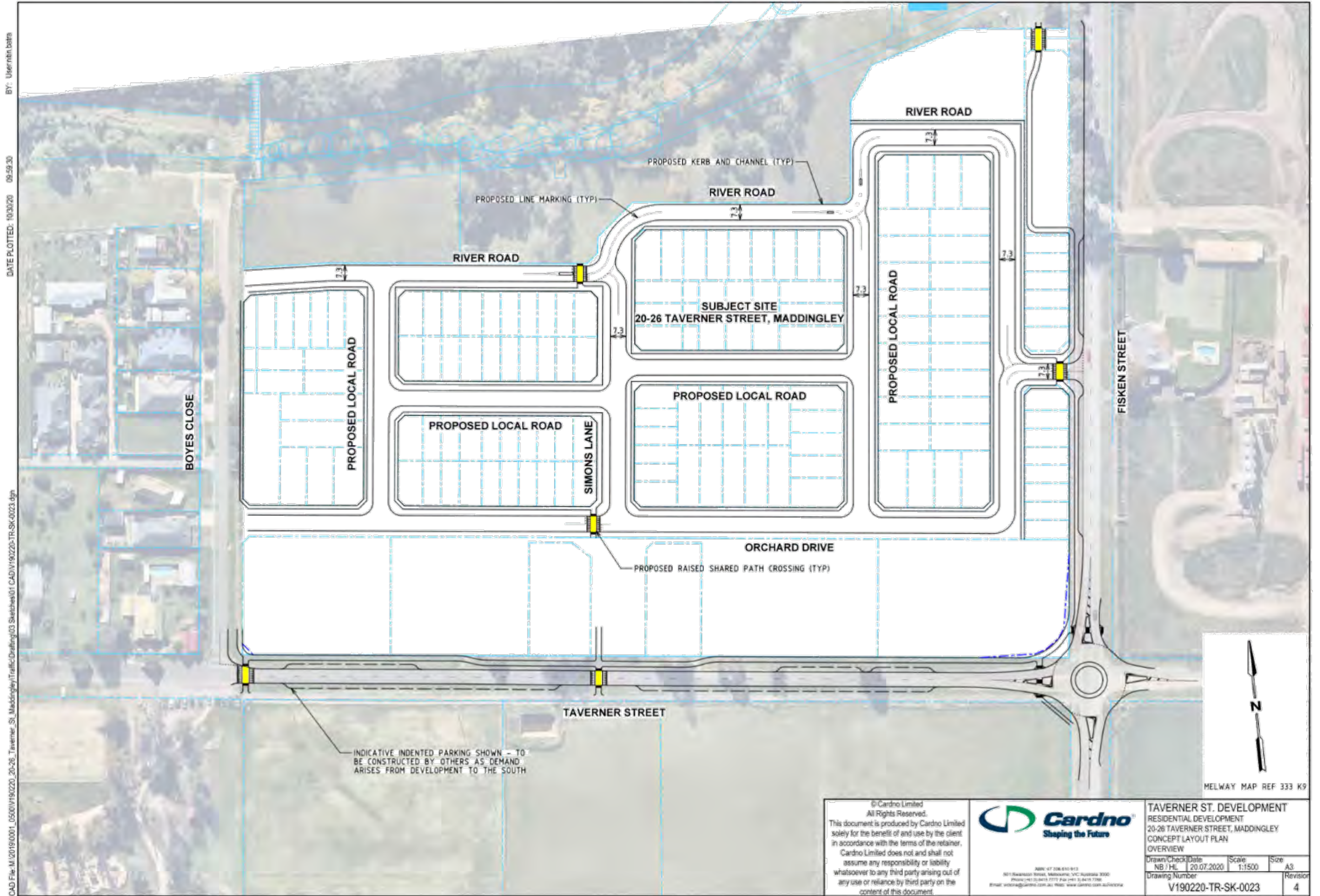
Design Element 10 - Fisker Street and Primary Site Access

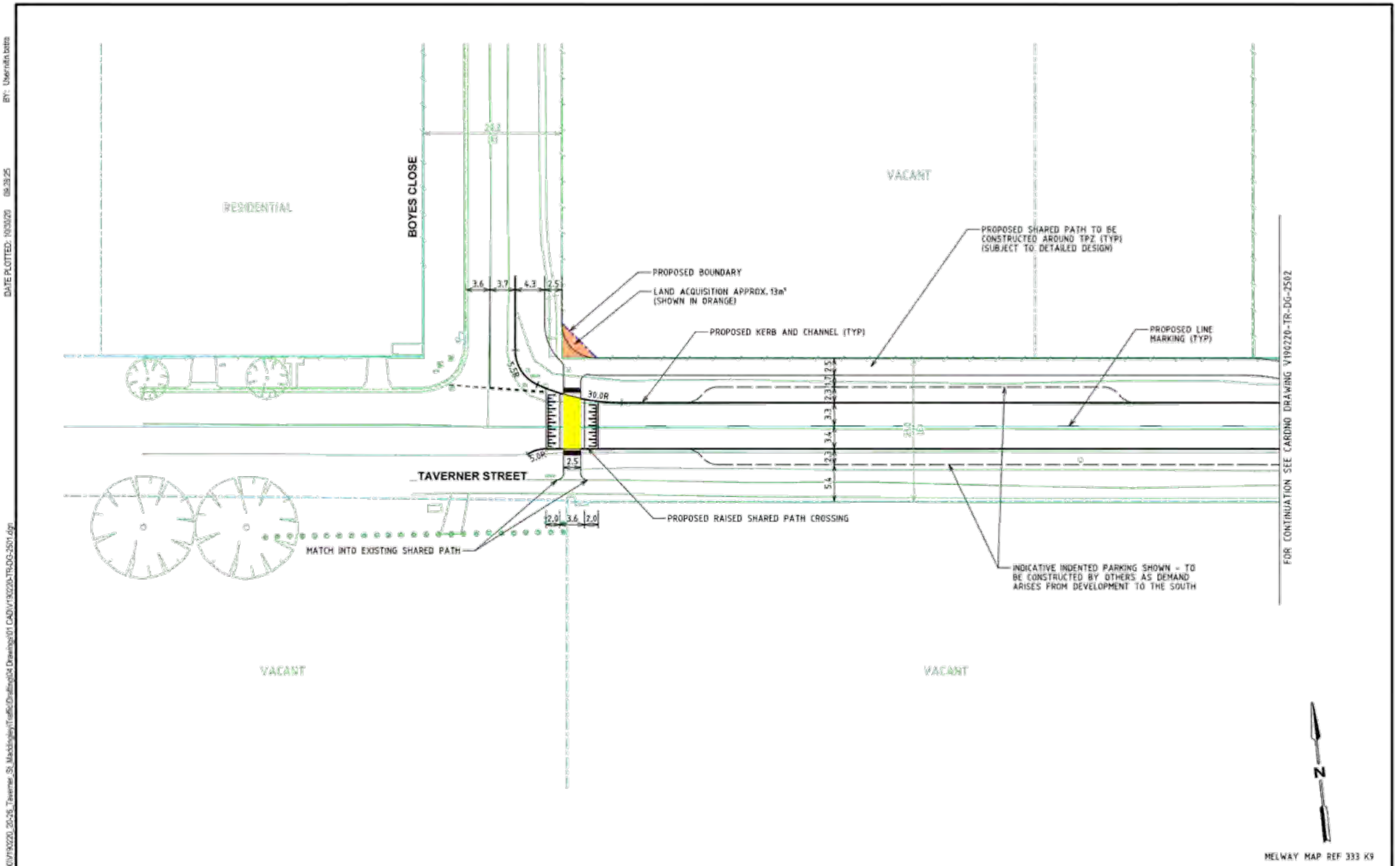
Design Element 9 - Fisker Street Raised Crossing near the Superlot

Raised Crossing at Simons Lane

Design Element 7 - Intersection

Design Element 8 - Intersection





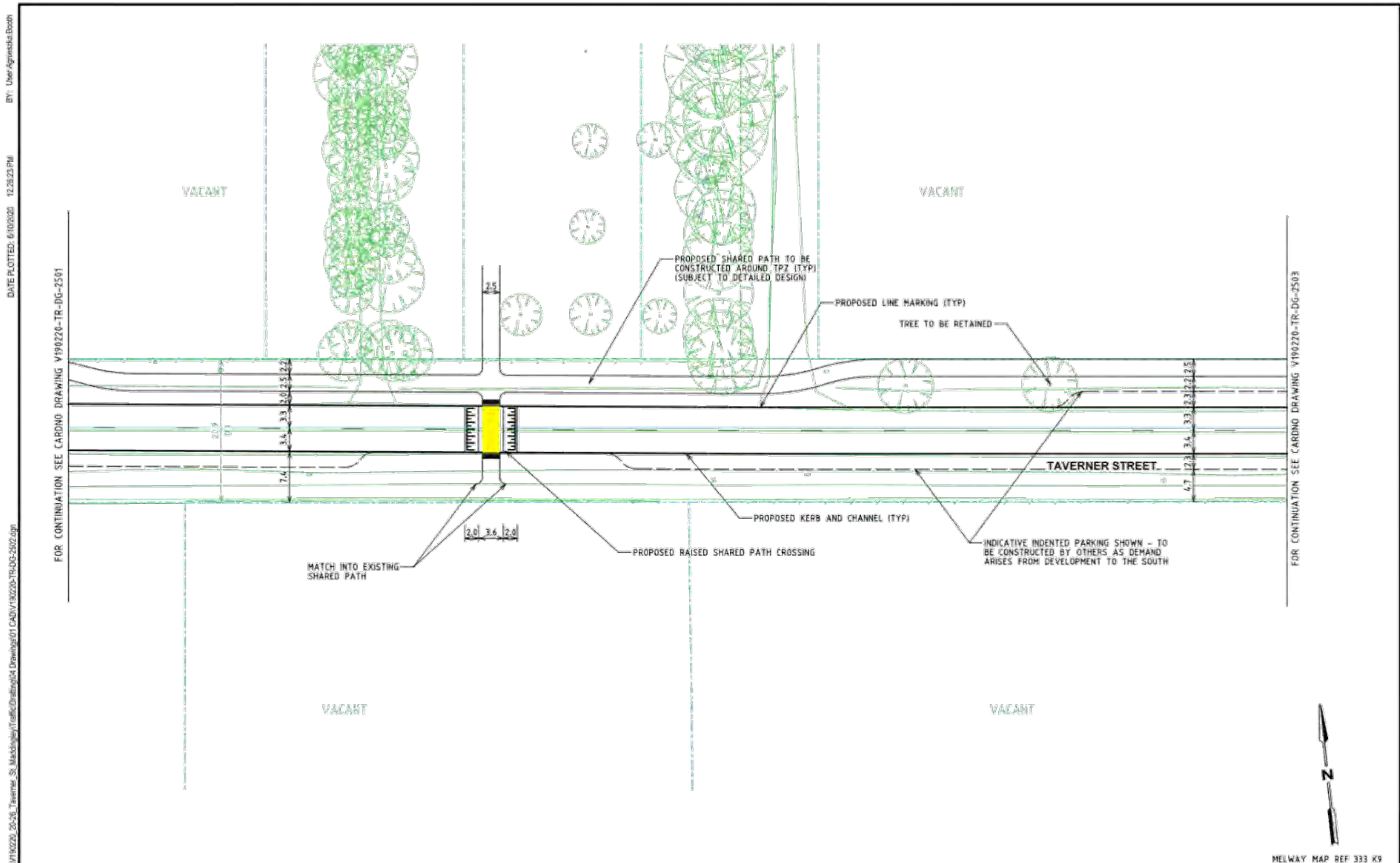
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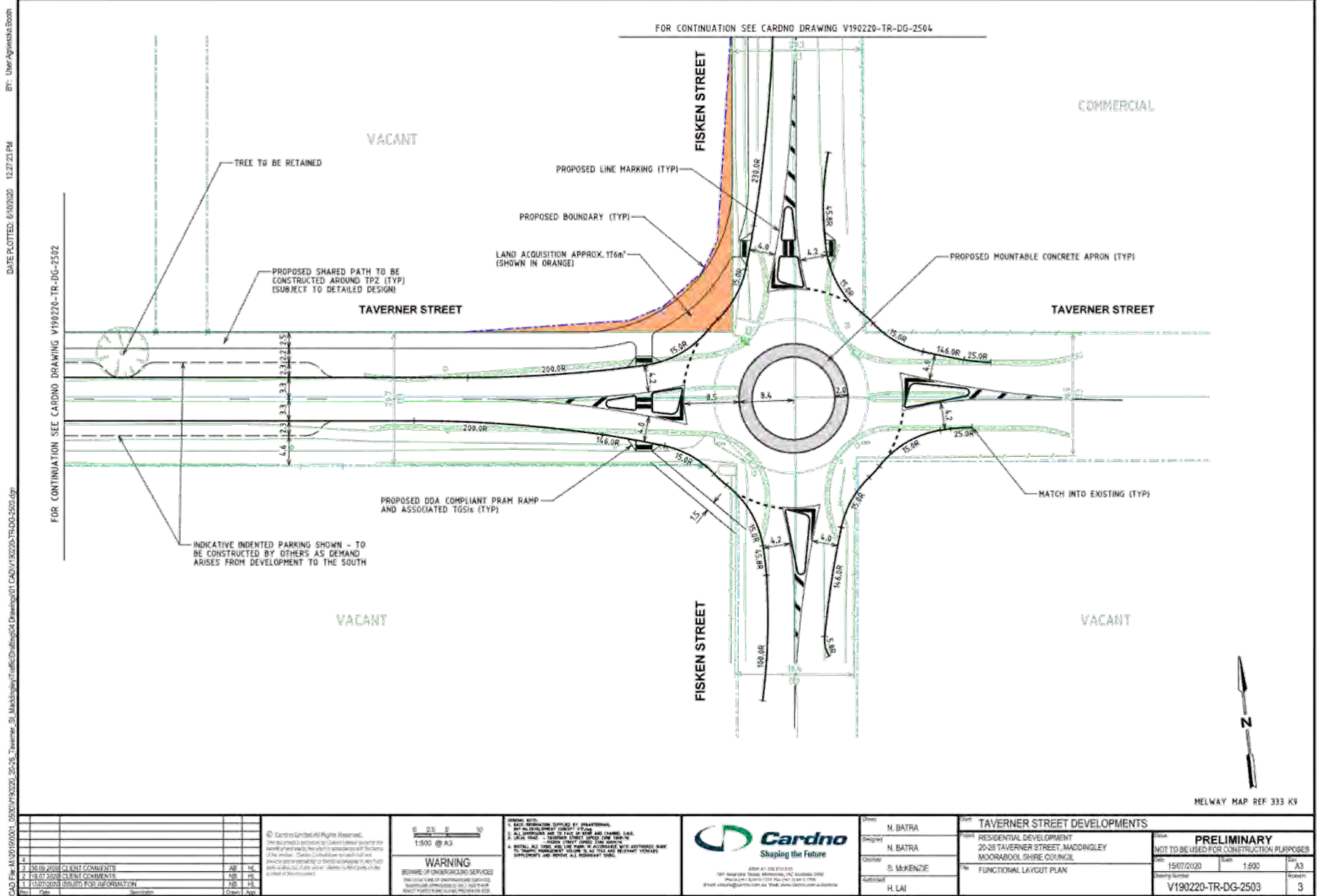


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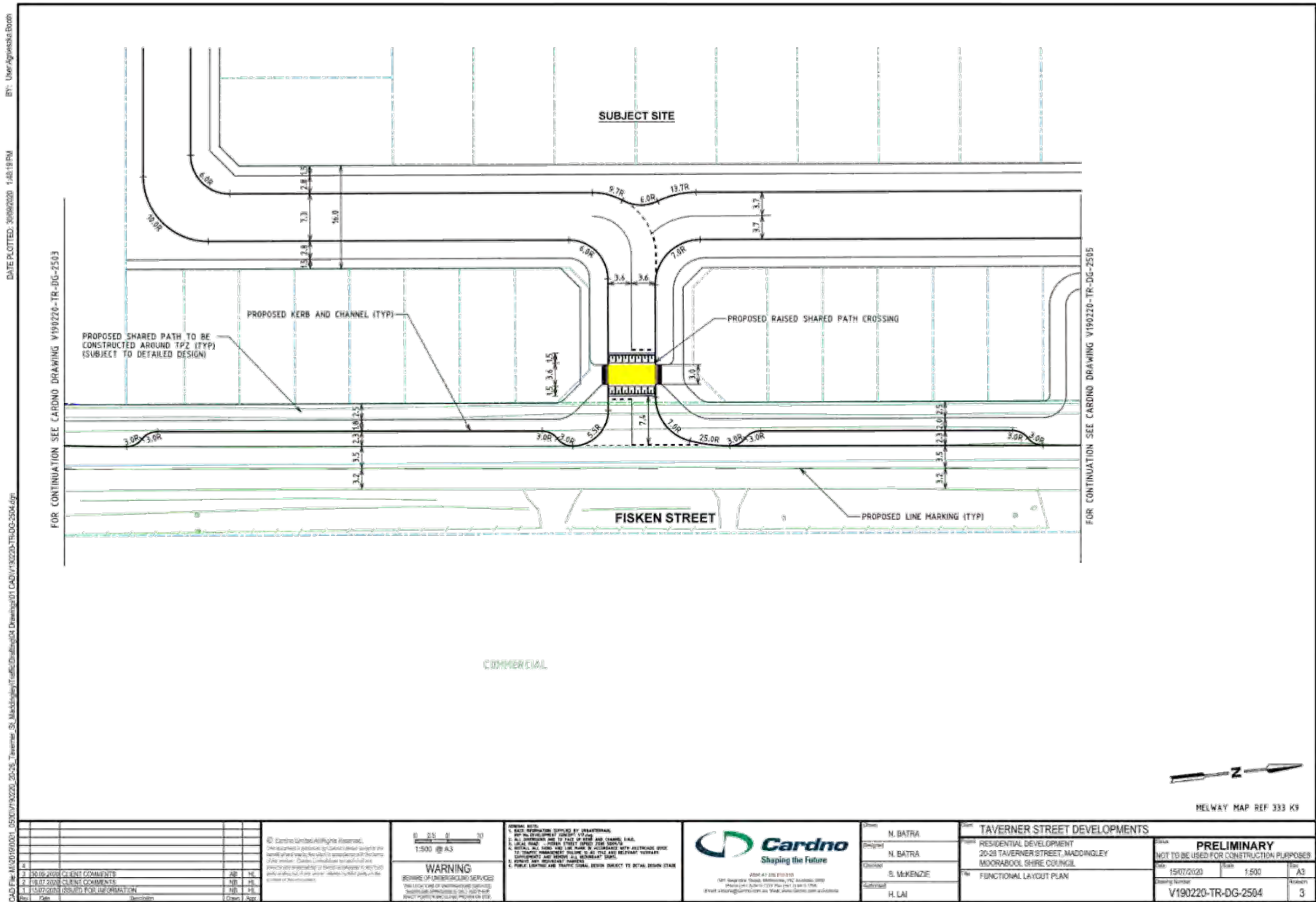
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 5. PUBLIC LIGHTING AND TRAFFIC SIGNAL DESIGN SUBJECT TO DETAIL DESIGN STAGE.

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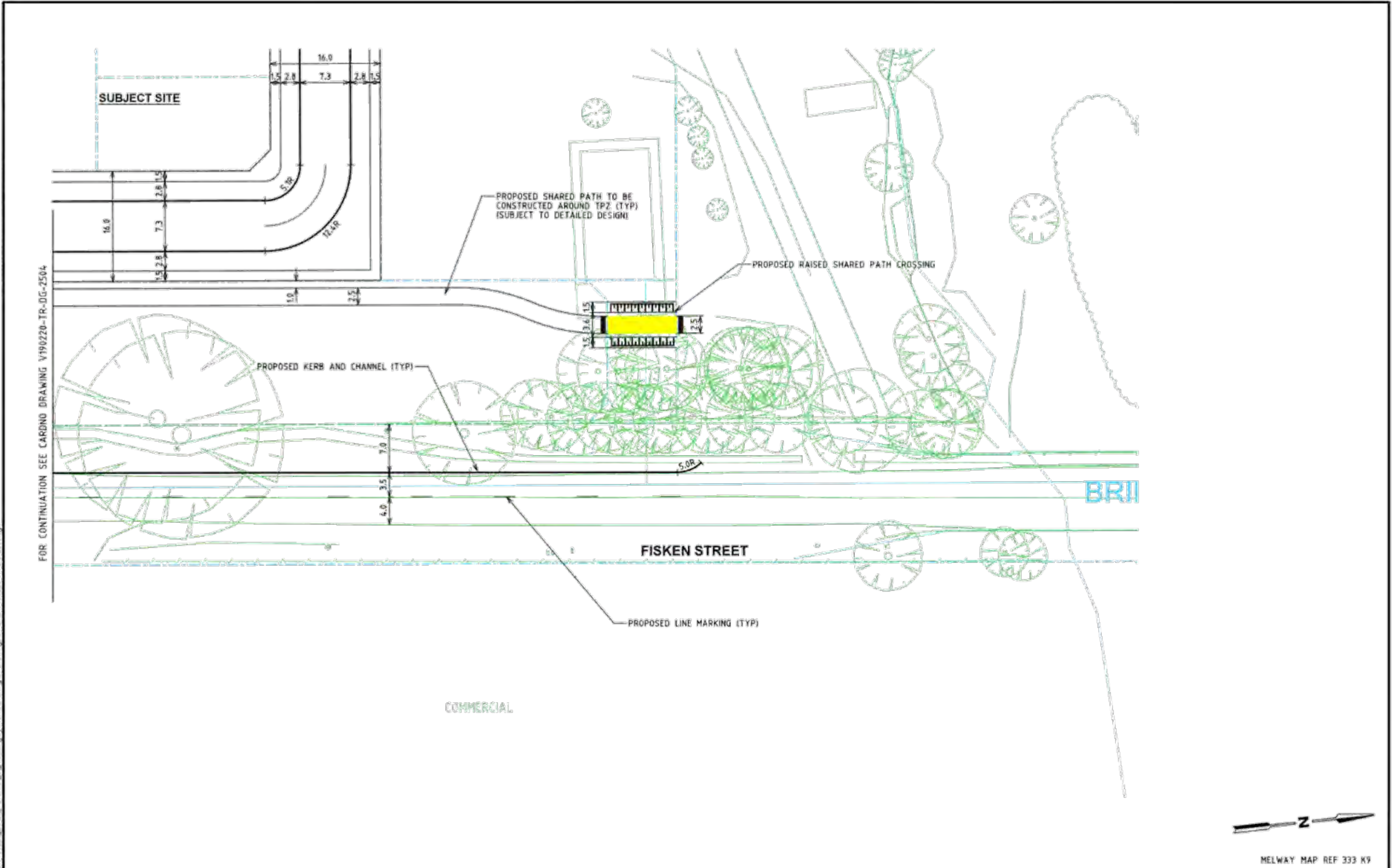
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RESIDENTIAL DEVELOPMENT 20-25 TAVERNER STREET, MADDINGLEY MOORABOOL SHIRE COUNCIL
FUNCTIONAL LAYOUT PLAN

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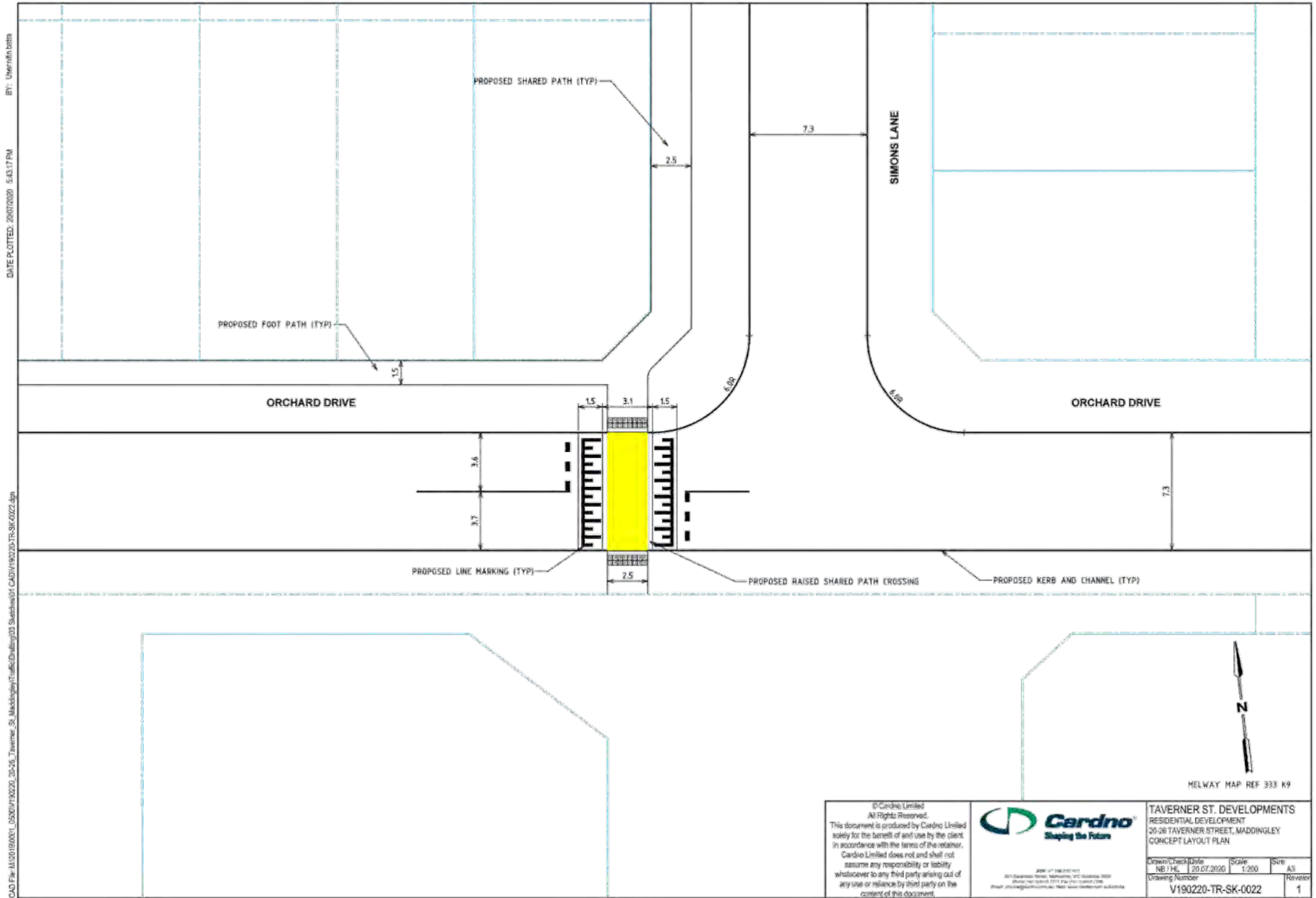
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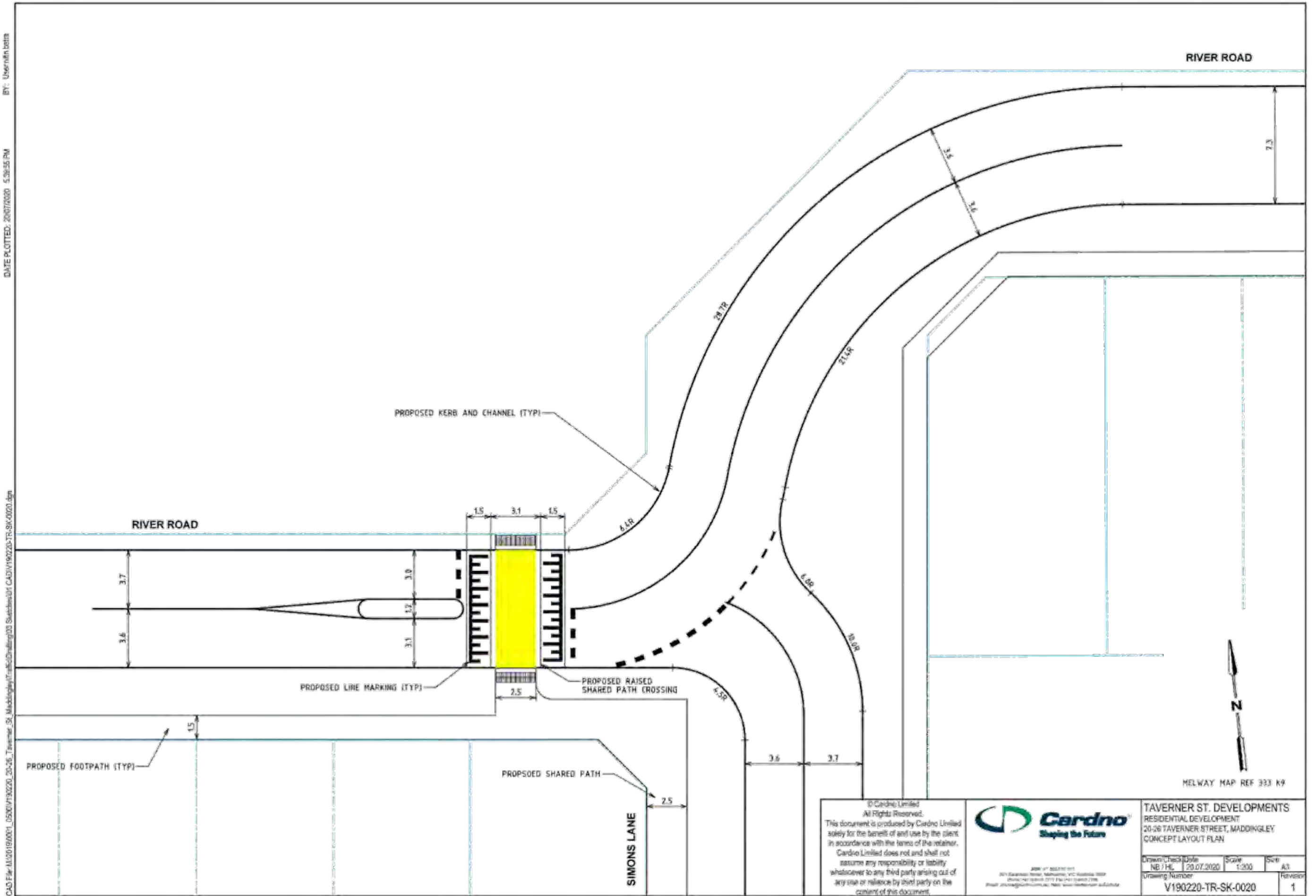
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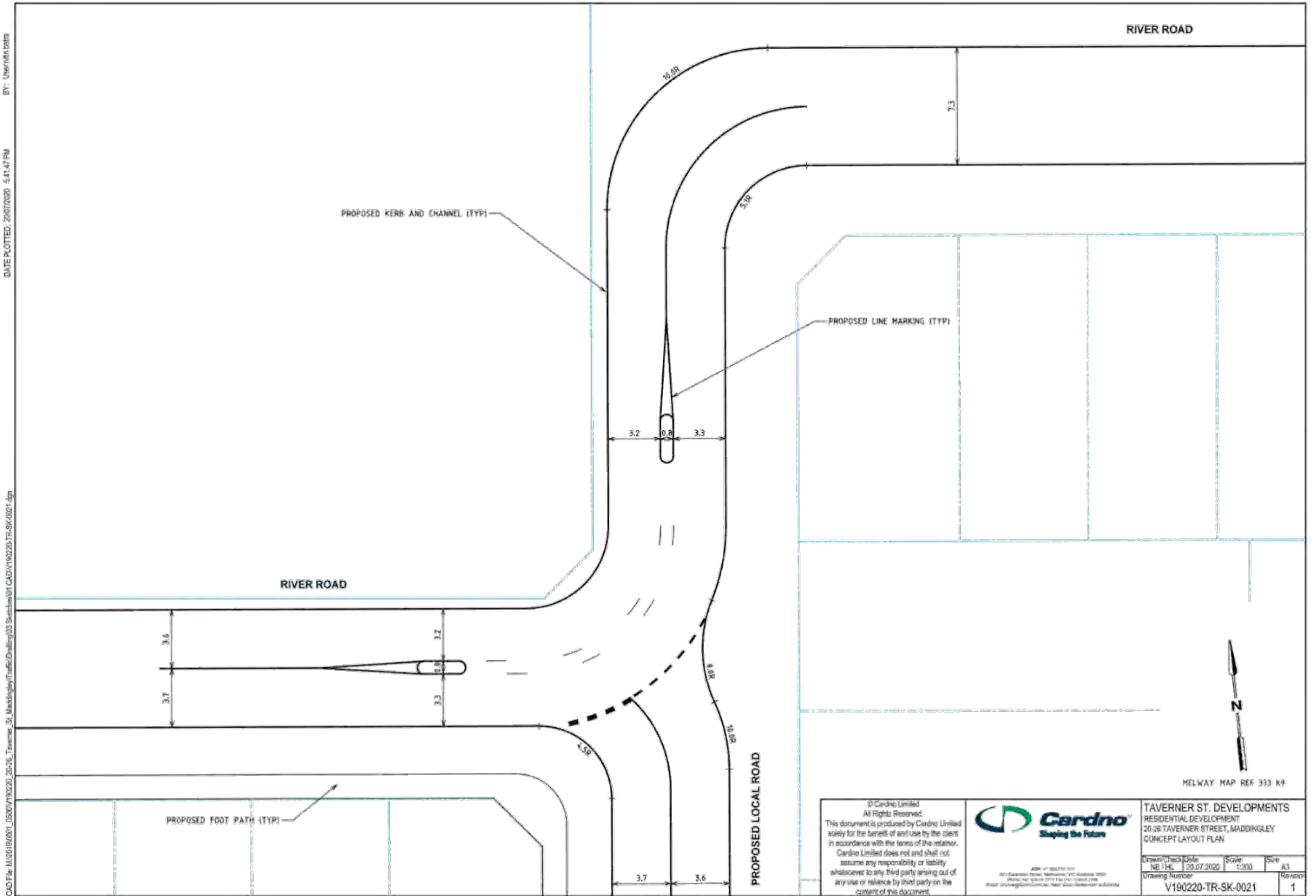


MELWAY MAP REF 333 K9

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TAVERNER ST. DEVELOPMENTS RESIDENTIAL DEVELOPMENT 20-26 TAVERNER STREET, MADDINGLEY CONCEPT LAYOUT PLAN	
Drawn/Check/Date NB / HL / 20.07.2020	Scale 1:200
Drawing Number V190220-TR-SK-0021	Sheet A3 Revisions 1

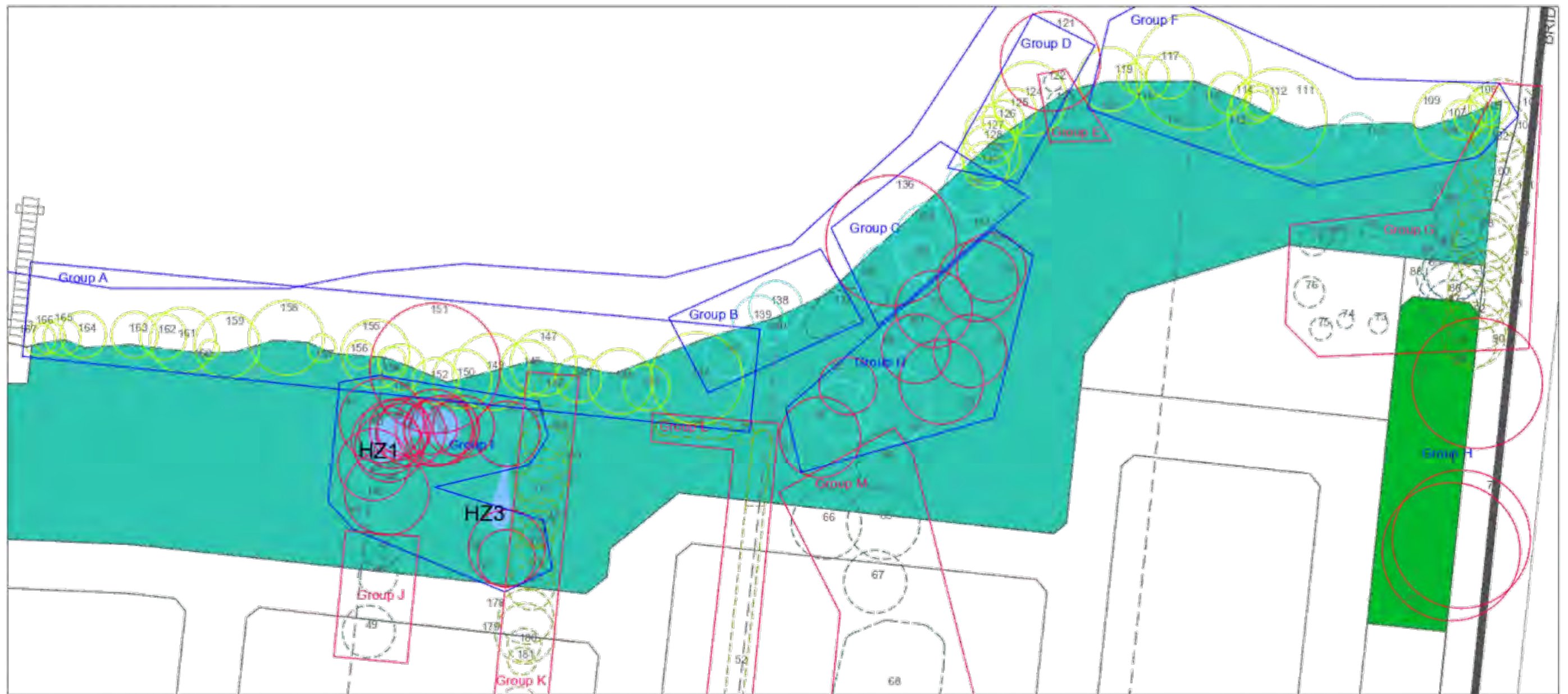


Appendix C - Tree Reference Plans

Tree Reference Plan (North)

Tree Reference Plan (South)

TREE REFERENCE PLAN (NORTH)



TREES TO BE RETAINED (Blue Groups)

- GROUP A - Trees 142-167
Mostly Osage Orange Trees and 1 River Red Gum
- GROUP B - Trees 137-141
A range of exotic species within the embankment
- GROUP C - Trees 131-136
Exotic Peppercorn Trees and 1 River Red Gum
- GROUP D - Trees 121,124-130
Osage Orange Trees in the embankment and 1 River Red Gum
- GROUP F - Trees 109-120
Mostly Osage Orange Trees in the embankment and one Peppercorn Tree
- GROUP H - Trees 70-72
Three large River Red Gum trees within Fisken Street Road Reserve
- GROUP I - Trees 27-47
Mostly River Red Gums associated with Habitat Zone 1 and several exotic species
- GROUP N - Trees 53-63
Mostly small River Red Gums with several Peppercorn Trees

TREES TO BE REMOVED (Red Groups)

- GROUP E - Trees 122-123
Two small Peppercorn Trees encroaching on a River Red Gum
- GROUP G - Trees 73-104
Osage Orange Trees and other exotic trees in poor condition
- GROUP J - Trees 47-49
Two exotic Peppercorn Trees
- GROUP K - Trees 146, 168-201
Osage Orange Avenue Extension (not Heritage Listed) and 1 Olive Tree
- GROUP L - Trees 50-52
Rows of tightly spaced Osage Orange Trees (not Heritage Listed) and plum tree
- GROUP M - Trees 64-69
Exotic Peppercorn Trees

LEGEND

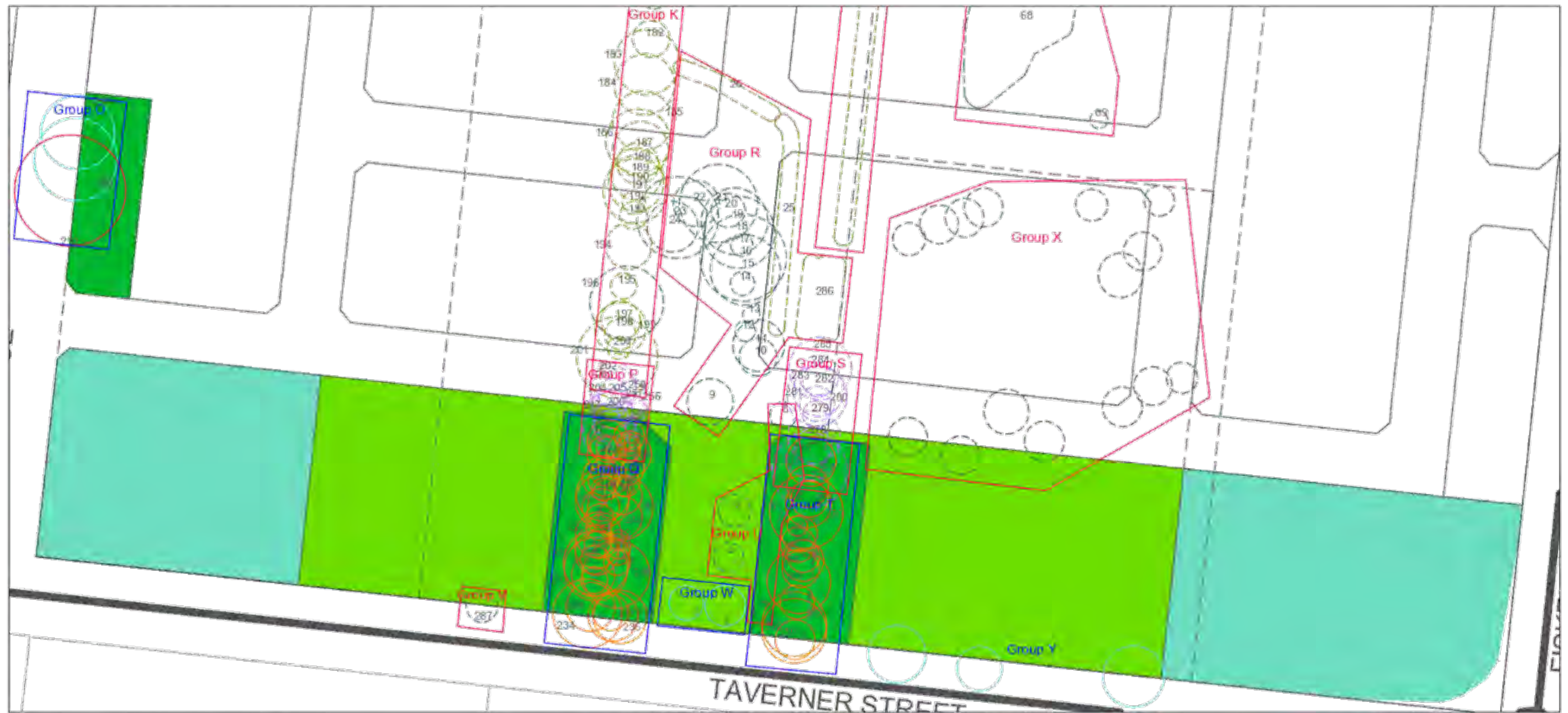
- Werribee River Corridor
- Tree Reserve
- Open Space
- Wetland Reserves
- Arterial Road
- River Red Gum TPZ - Retained
- Osage Orange Heritage Tree TPZ - Retained
- Osage Orange Tree - Retained
- Other Tree TPZ - Retained
- Osage Orange Heritage Tree - To Be Removed
- Osage Orange Tree - To Be Removed
- Other Tree - To Be Removed
- Other Tree - To Be Removed (no detailed assessment)

NOTES

1. This plan is to be read in conjunction with the Arboricultural Assessment prepared by Homewood Consulting Pty Ltd which includes detailed tree numbers, assessments and Tree Protection Zones.
2. This plan identifies trees to be retained and trees to be removed based on the Development Plan. Further consideration of some trees may be required when more detail is provided at the Planning Permit Stage.
3. Osage Orange Trees in Group Q and Group T will require a more detailed assessment and management plan as part of any planning permit application or as a condition of any permit.
4. Trees on 24 Taverner Street have only been assessed from a distance as no property access was provided at time of assessment. No significant native vegetation was identified.

TAVERNER STREET DEVELOPMENT PLAN
 Scale: 1:1000 @ A3
 Prepared: 14 October 2020
 Contact: Jason Taylor
 Mobile: 0425 416 577

TREE REFERENCE PLAN (SOUTH)



- TREES TO BE RETAINED (Blue Groups)**
- GROUP Q - Trees 288-290
 - GROUP Q - Trees 210-254
 - GROUP W - Trees 1-2
 - GROUP T - Trees 259-273
 - GROUP Y - Other Trees
- 2 Peppercorn Trees and 1 River Red Gum in the Boyes Close Road Reserve
 Osage Orange Trees - Heritage Avenue
 Two exotic Chestnut Trees
 Osage Orange Trees - Heritage Windbreak
 Three large trees within the Taverner Street Road Reserve
- TREES TO BE REMOVED (Red Groups)**
- GROUP K - Trees 146, 168-201
 - GROUP P - Trees 202-208, 255-258
 - GROUP V - Tree 287
 - GROUP R - Trees 9-26, 286
 - GROUP S - Trees 274-285
 - GROUP U - Trees 3-8
 - GROUP X - Other Trees
- Osage Orange Avenue Extension (not Heritage Listed) and 1 Olive Tree
 Osage Orange Trees - Heritage 'The Avenue'
 Single tree on boundary
 Exotic and native trees and tight rows of Osage Orange Trees (not Heritage Listed)
 Osage Orange Trees - Heritage 'The Windbreak'
 Small, mostly exotic species
 24 Taverner St - no detailed assessment

LEGEND

- Weribee River Corridor
- Tree Reserve
- Open Space
- Weiland Reserve
- Arterial Road
- River Red Gum TPZ - Retained
- Osage Orange Heritage Tree TPZ - Retained
- Osage Orange Tree - Retained
- Other Tree TPZ - Retained
- Osage Orange Heritage Tree - To Be Removed
- Osage Orange Tree - To Be Removed
- Other Tree - To Be Removed
- Other Tree - To Be Removed (no detailed assessment)

- NOTES**
1. This plan is to be read in conjunction with the Arboricultural Assessment prepared by Homewood Consulting Pty Ltd which includes detailed tree numbers, assessments and Tree Protection Zones.
 2. This plan identifies trees to be retained and trees to be removed based on the Development Plan. Further consideration of some trees may be required when more detail is provided at the permit stage or when a Tree Management Plan is prepared.
 3. Osage Orange Trees in Group Q and Group T will require a more detailed assessment and management plan as part of any planning permit application or as a condition of any permit.
 4. Trees on 24 Taverner Street have only been assessed from a distance as no property access was provided at time of

TAVERNER STREET DEVELOPMENT PLAN

Scale: 1:1000 @ A3
 Prepared: 14 October 2020
 Contact: Jason Taylor
 Mobile: 0405 418 877



Appendix D - Environmental Audit Works

ENVIRONMENTAL AUDIT WORKS



LEGEND

- Building - to be removed
- Septic Tank
- Septic Tank Validation Area
- Dam with Asbestos
- Contamination Hot Spot
- Solid Waste - to be removed
- Burn Pit
- Water Tank Validation Area
- Buried Bricks
- Suspected Buried Bricks
- Suspected Asbestos
- Chicken Coup

ENVIRONMENTAL AUDIT WORKS BY PROPERTY

- 20 TAVERNER STREET**
 - Remove Sheds
 - Remove solid waste at rear of shed and beneath 2 sheds with soil analysis
 - Remove Water Tank (belowground)
 - Excavate contamination hotspot TP81 (approx. 50m²)
- 22 TAVERNER STREET**
 - Remove dwelling and shed
 - Remove rubble and fill including buried bricks surrounding the dwelling and suspected buried bricks from beneath the dwelling (extent unknown, approx. 2000m²)
 - Remove solid waste beneath 2 burn areas with soil analysis
 - Remove solid waste beneath chicken coup with soil analysis
 - Remove solid waste beneath shed with soil analysis
 - Remove solid waste beneath greenhouse remains with soil analysis
 - Remove abandoned Septic Tank, associated pipework, and surrounding soils
 - Remove fill and rubble around dwelling
 - Walkover by qualified asbestos removalist and occupational hygienist to remove any suspect asbestos and provide Clearance Certificate
- 24 TAVERNER STREET**
 - Remove solid waste beneath 2 chicken coups with soil analysis
- 24 A TAVERNER STREET**
 - No works required
- 26 TAVERNER STREET**
 - Remove solid waste beneath 3 sheds with soil analysis
 - Remove solid waste beneath the inground drum with soil analysis
 - Excavate contamination hotspot TP91 (approx. 150m²)
 - Potential removal of dwelling based on septic tank (or other identified option)
 - Remove active septic tank, associated pipework, and surrounding soils
 - Remove contaminated soils from infilled dam by Class A Licensed Asbestos Removalist (approx. 1000m³)

More details in relation to these works are outlined in the 10 Tasks in the Remedial Action Plan prepared by Atma Environmental.

TAVERNER STREET DEVELOPMENT PLAN
 Scale: 1:1500 @ A3
 Prepared: 14 October 2020
 Contact: Jason Taylor
 Mobile: 0405 416 577



Appendix E - Supporting Reports

The following reports have been prepared as part of the Development Plan. They are available as separate documents.

Atma, *Preliminary Site Investigation: 20-26 Taverner Street, Maddingley, VIC*, prepared by Jared Hammett, 20 July 2018, Report Reference: 1646 Maddingley.

Atma, *Remediation Action Plan: 20-26 Taverner Street, Maddingley, VIC*, prepared by Jared Hammett, 12 November 2019, Report Reference: 1646 Maddingley.

Benchmark Heritage Management, *Proposed Residential Subdivision Cultural Heritage Management Plan: Desktop, Standard and Complex Assessments*, prepared by John Young and Matthew Barker, 29 August 2019, AV Management Plan Number: 15953.

Cardno, *Civil Engineering Servicing Report*, prepared by Anil Kumar, 18 December 2019, Report Reference: V191346.

Cardno, *Traffic and Transport Assessment*, prepared by Sarini Dissanayake, Joshua Hiscock, Kaitlin Chuo and Herman Lai, 14 October 2020, Report Reference: V190220.

LDEng, *Stormwater Management Plan*, prepared by James Barker, October 2020, Report Reference: 129000.

ENSPEC, *Review of Heritage Osage Orange Trees*, prepared by Craig Hinton, 22 January 2019.

Ground Science, *Feasibility Study (Geotechnical)*, prepared by Gee Singh, 19 September 2018, Report Reference: G3794.1 AA.

Homewood Consulting, *Preliminary Tree Assessment*, prepared by Megan Brittingham and Emma Barrett, 16 July 2020, Report Reference: 3423.

Practical Ecology, *Flora and Fauna Assessment, Native Vegetation Impact Assessment and Management Plan*, prepared by Michelle Patrick and Emma Loboda, January 2020, Project Number: VMB2652.

DPO4 Assessment Table		
Development Requirement	Plan	Officer Response
Description of all lots		<ul style="list-style-type: none"> The Development Plan provides an indication of the location, dimensions and areas of all lots,
Description of water management systems		<ul style="list-style-type: none"> The <i>Stormwater Management Plan</i> supports the construction of two drainage reserves collecting from separate east and west catchments, with water treatment provided via wetlands before transfer via outfall to the Werribee River. Staging plans include interim solutions prior to final construction
Description of access routes, roads including a grid internal road layout, and road following the Werribee River alignment		<ul style="list-style-type: none"> The internal road layout follows a grid alignment and includes a road along the Werribee River from Boyes Close until it deviates to allow a connection to Fiskin Street which avoids any impact on the remnant River Red Gums required to be retained within a tree reserve Details of the access connections between the land and the surrounding area including the proposed link roads, vehicle access points, vehicle turning circles, traffic management and control methods, car parking areas, and bicycle and pedestrian path connections have been provided in the Development Plan
Interface to irrigation district		<ul style="list-style-type: none"> The transition between the site and the rural areas on the east of Fiskin Street is addressed by the maintaining of a 9 metre setback from boundary, with dwellings oriented to face east, and requirements for front fencing to be semi transparent and limited to 1 metre in height, as well as requiring sound attenuation measures such as double glazed windows in recognition of continuing agricultural operations. This supports passive uses of the Fiskin Street front yards within the 9 metre setback, as well as limiting the effect of urban encroachment on the open rural space to the east of Fiskin Street
Pedestrian and bicycle network		<ul style="list-style-type: none"> An extensive network of shared paths surround the site, and cross through the centre. The paths connect with existing networks along the Werribee River and through Maddingley Park, and include raised road crossings and signage to encourage use by residents of all ages. The integration and

detail given to these features in the Development Plan is expected to deliver a built outcome of a high standard

Consideration of the Osage Orange Avenue and Windbreak

- The internal road network has been designed to have minimal impact on the Osage Orange Avenue and Windbreak, with no breaks required within the Avenue and Windbreak. A number of Osage Orange trees at the north end of the Avenue and Windbreak will require removal in order to allow construction of the major east-west internal road, with the exact number to be confirmed following detailed design at the planning permit stage. The number to be removed is comparable or less than the number which would be removed to create the one road crossing allowed under DPO4, and is considered a better outcome due to allowing continuous lines of trees to remain without fragmentation. Trees at the northern end of the Avenue and Windbreak also fall within areas subject to environmental audit requirements for remediation, with a number of burial pits and other contamination requiring excavation, which may require their removal, or impact their health.
- Advice from Council’s Heritage Advisor has been incorporated into the Development Plan, including permit requirements to be applied around management and interpretation

Variety of dwelling types including medium density

- Provision of a variety of dwelling types is provided for, through the diversity of small and medium lot sizes of varying dimensions and orientations. The density of the development facilitated by the smaller lot sizes, is supported due to the proximity to the train station, local shops and walkable distance to the town centre, and increased housing affordability, in accordance with the Bacchus Marsh Housing Strategy.

Indicative staging

- The development is proposed to occur in four stages, which consider the infrastructure requirements and differing ownership. 24 Taverner Street will be dependent on infrastructure including drainage reserves to be constructed on 26 Taverner Street, however the owner of 22, 24A and 26 Taverner Street is dependent on 24 Taverner Street for interim drainage and final street access to a number of lots and cooperation will be required. 20 Taverner Street is able

to be developed independent of the other properties, and is a separate self contained stage. Infrastructure responsibilities relating to each stage are contained within the Development Plan

- | | |
|---|---|
| <p>The availability of major physical infrastructure</p> | <ul style="list-style-type: none"> • The Development Plan has adequately considered the availability of major physical infrastructure to accommodate the development, including upgrades to stormwater piping to outfalls, and requirements for a sewer pump station |
| <p>Location of any common open space</p> | <ul style="list-style-type: none"> • The location of open space has been illustrated in the Development Plan including the heritage park of approximately 1.2ha incorporating an avenue and windbreak of Osage Orange trees, and the Werribee River Corridor reserve incorporating a shared path and landscaping within the first 10 metres of the 50 metre riparian buffer |
| <p>Identification of any sites of significance and how they will be managed</p> | <ul style="list-style-type: none"> • Significant remedial maintenance will be undertaken on the Avenue and Windbreak Osage Oranges remaining, in accordance with a required Tree Management Plan, which along with a Heritage Interpretation Plan and signage will ensure the trees remain a prominent feature of the local area for a significant period. • In addition to the above, a Cultural Heritage Management Plan has been prepared for the site. This will ensure that any aboriginal cultural material uncovered during works and development is appropriately managed |

Supporting Information Requirements	Officer Response
A Planning Assessment Report	<ul style="list-style-type: none"> • An application to subdivide land will be required to satisfy the objectives of Clauses 54, 55, and 56 of the Moorabool Planning Scheme <p>The Development Plan is considered to include a satisfactory response to the requirement for a Planning Assessment Report.</p>
Infrastructure and Servicing Report	<ul style="list-style-type: none"> • The <i>Civil Engineering Servicing Report</i> (Cardno; 18 December 2019) identifies the need to construction of a sewer pump station to service part of the site. Other required infrastructure is able to be provided cost effectively through extension of existing services.

- The *Stormwater Management Plan* (LDEng; October 2020) identifies that in order to restrict developed flows to that of pre-developed conditions two retarding basins will be constructed with a volume of 590m³ and 1,670m³. As outflows will be restricted to that of existing conditions the site will discharge to the existing council drainage system and overland flow path in Taverner St. Two wetland systems have been designed to achieve Best Practice guidelines for stormwater quality
- The existing irrigation infrastructure easement will be retained, and the Boyes Close above-ground irrigation channel will be piped or redirected

The Development Plan is considered to provide a satisfactory response to the provision of infrastructure,

Siting and Guidelines

Design

The Development Plan includes the following details

- Lot layouts, transport networks, open space, heritage areas
- Location of existing and future infrastructure, roads and paths
- Details of surrounding streets and residential development, and provides appropriate responses to these
 - Through the use of 6m setbacks from Boyes Close, providing larger lot sizes facing existing dwellings on Boyes Close, as well as tree reserves to maintain existing street trees
 - Through situating open space reserves and drainage reserves along the Taverner Street boundary, ensuring the existing transition from town to wide-open country experienced driving east towards the irrigation district is retained
- Details of Fisken Street and agricultural land uses and how a sensitive transition will be provided using 9m setbacks from Fisken Street, requirements for dwelling sound mitigation measures to reduce noise heard from agricultural operations and fencing and private open space requirements
- Shows how lots are oriented to address the Werribee River, and where the super-lot is located, sets expectations around the interface between that site and the river corridor with regards to passive surveillance and safety.

<p>Environmentally Sensitive Design and Construction Guidelines</p>	<ul style="list-style-type: none"> • Other responses relevant to the Siting and Design Guidelines requirement discussed throughout this assessment <p>The Development Plan is considered to provide a satisfactory response to the Siting and Design requirements</p> <p>The Development Plan includes the following details</p> <ul style="list-style-type: none"> • Drainage reserves incorporating best practice wetland biofiltration systems • Lot layouts oriented to support housing efficiency • Dwelling densities and location supportive of 20 minute neighbourhood principles, reducing the need for private car use
<p>Environment Assessment Report</p>	<p>The Development Plan is considered to provide a satisfactory response to the Environmentally Sensitive Design and Construction Guidelines requirements</p> <ul style="list-style-type: none"> • The Flora and Fauna Assessment: Native Vegetation Impact Assessment and Management Plan (Practical Ecology 2020) included a flora and fauna survey. Native vegetation onsite was assessed and classified, with five remnant vegetation habitat zones mapped. Vegetation within the riparian buffer has been able to be retained, however three habitat zones have not been able to be incorporated into the site design, and environmental offsets will be required. An additional flora and fauna survey will be required as a condition on future permits, to ensure an accurate assessment of the site in spring is captured • The Preliminary Site Inspection and Remediation Action Plan (ATMA 2018,2019) conducted a full site investigation, uncovering a significant number of contamination sites from a range of contaminants. The Remediation Action Plan lists ten actions required to ensure that an environmental audit can be completed for the site. Completion of the audit will be required before works associated with residential uses can be undertaken, as restricted by the Environmental Audit Overlay applying to the site <p>The Development Plan is considered to include a satisfactory response to the Environment Assessment Report.</p>
<p>Traffic Management and Road Construction Report</p>	<p>The <i>Traffic and Transport Assessment (Cardno; October 2020)</i> concludes</p>

- The proposed development is anticipated to generate approximately 167vph during the morning peak hour and 160vph during the evening peak hour
- Intersection analysis undertaken at the key intersections adjacent to the proposed development indicates that existing and proposed intersection layouts are expected to operate satisfactorily with minimal queues and delays. Specifically, this analysis was undertaken for a 2031 design year allowing for significant growth within the wider region and based on the existing intersection arrangements at Fisken Street / Taverner Street and Taverner Street / Boyes Close;
- Assessment of the internal road cross sections revealed that the proposed cross section widths are appropriate to accommodate the anticipated daily traffic volumes
- Site observations revealed that the visibility requirements at the proposed access locations are generally satisfied
- Proposed traffic managements including the roundabout at Fisken Street and Taverner Street and raised crossings at Taverner Street and across site accesses adjacent to Fisken Street can be accommodated by the development and are suitable for the surrounding traffic conditions (*note: potential roundabout to be constructed at a later date by Council, to meet demand generated from greater Bacchus Marsh area*)
- The statutory car parking requirement for the development is 320 car parking spaces which comprises 268 residential spaces to be provided across each individual lot, 26 visitor spaces which are to be provided on-street and 26 child care spaces which are to be provided within the super lot

The Development Plan is considered to include a satisfactory response to the Traffic and Transport Assessment.

Open Space and Landscaping Report

The *Landscape Concept Plan* (John Patrick Landscape Architects; July 2020) details

- Consistent site wide materials, features and pavements
- Appropriate vegetation including street trees and indigenous species, selected for their local viability and suitability
- Open space areas throughout the site, meeting the objectives of the Open Space Framework and utilising existing external public open space to create a linked network through the site
- Appropriate fencing along boundaries

- Tree reserves taking into account Tree Protection Zones based around arboriculture assessment and the ESO8 requirements for river red gum protection

The Development Plan is considered to include a satisfactory response to the Open Space and Landscaping Report.

Decision Guidelines	Officer Response
Consider Growing Moorabool Economic Development Strategy (2006)	This strategy seeks to support economic development in a range of ways, most relevantly by attracting residents to Bacchus Marsh, and offering an 'urban living in the country' lifestyle environment and encouraging sustainable development principles. The Development Plan addresses the requirements of the strategy
Consider statement of significance for the Osage Orange Avenue and Windbreak	The heritage elements of the Osage Orange hedge plantings mentioned in the statement of significance, are to be retained within a reserve, with public access and maintenance works, and will continue to function as a local landmark, reflecting the agricultural and orchard heritage of Bacchus Marsh. The Development Plan protects the heritage elements
The views of all relevant service authorities	The draft Development Plan was referred to Melbourne Water and Southern Rural Water for comment. Melbourne Water provided a response. All Melbourne Water requirements which are appropriate to consider at this point in time have been addressed by the Development Plan



Local Business Advisory Committee Terms of Reference

1. Purpose

The purpose of the Local Business Advisory Committee is to provide advice to Council in relation to the growth of the Moorabool Shire economy and the generation of local employment opportunities through increased levels of investment and business development.

2. Objectives

The Committee is an Advisory Committee of Council with the following functions:

- a) Review and make recommendations for the on-going implementation of key documents such as the Economic Development Strategy;
- b) Identify issues impacting on the business community within Moorabool Shire;
- c) Discuss and inform Council decisions on key business strategies, projects and programs;
- d) Assist in understanding the challenges facing business both locally and within a regional context;
- e) Provide an opportunity for creative ideas, positive contributions and solutions to business issues impacting upon the economy;
- f) Participate in business events and training;
- g) Contribute to discussions and activities within meetings.

3. Definitions

- **Acting Chairperson** means a Councillor (appointed as a sub representative) or alternative Senior Council Officer/delegate, in the absence of the Chairperson.
- **Chairperson** means a Councillor or Senior Officer of Council Staff appointed to support the Committee.
- **Chief Executive Officer** means the Chief Executive Officer of Council.
- **Committee** means any Council created Advisory Committee.
- **Community Member** is a member of a Committee who is not a Councillor or a member of Council staff.

Responsible Manager Andy Waugh	Approval Date 1 July 2020	Review Date 1 July 2024
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- **Council** means Moorabool Shire Council.
- **Councillor** means a Councillor of Moorabool Shire Council.

4. Dates, Times and Places of Meetings

- 4.1 Times and dates of meetings of Advisory Committees shall be at the discretion of the Chairperson, after seeking the views of members of the Committee.
- 4.2 The Advisory Committees will hold a minimum of five meetings over the period February – November inclusive. Additional meetings throughout the period will be subject to the approval of the Chairperson.
- 4.3 Meetings shall be held at the Council Chambers, 15 Stead Street Ballan, the Darley Civic and Community Hub, 182 Halletts Way Darley or an appropriate alternative location.
- 4.4 An agenda for meetings held, will be delivered to each Committee member at least 48 hours prior to the date of each meeting

5. Membership and Attendance

5.1 Appointments to Committees

- a) Council shall undertake an expression of interest process calling for community members, where an Advisory Committee is to be established.
- b) The following criteria shall apply for the selection of members:
 - i) Skills, experience and other attributes of the applicant.
 - ii) Qualifications and degree of business acumen.
 - iii) The level of experience and interest in the work of the Committee.
 - iv) A broad distribution of applicants, in terms of the geographic and physical location within municipality.
 - v) Broad representation of applicants that reflect the diversity of Moorabool Shire.
- c) Necessary arrangements will be made by Council administration to facilitate the short-listing and selection of community applicants for Committees.
- d) Where professional membership is necessary (i.e. industry specialist), an invitation will be extended to the appropriate body, seeking the appointment of a representative.
- e) The Committee will be convened by Council and shall comprise:
 - i) Councillor/s Representative.
 - ii) Chief Executive Officer.
 - iii) Executive Manager Community Planning and Economic Development.
 - iv) Coordinator Economic Development and Activation.

<p>Responsible Manager Andy Waugh</p>	<p>Approval Date 1 July 2020</p>	<p>Review Date 1 July 2024</p>
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- v) Up to ten ordinary members selected from the following community groups, industries and/or sectors:
 - Community Members
 - To be selected through public advertising and nominations.
 - Professional Membership
 - Ballan & District Chamber of Commerce President or nominated person.
 - Bizconnect Moorabool President or nominated person.

5.2 Term of Appointment

Councillor members shall be appointed each year at the Statutory Meeting of Council.

The period of appointment for Community members shall be for the duration of the existing Council term.

The period of appointment for professional membership shall be for the life of the Committee, or as deemed necessary by the Chairperson.

5.3 Attendance

A Committee member shall endeavour to advise the Chairperson and/or delegate of non-attendance at any meeting.

5.4 Failure to Attend Meetings

Any member who is unable to attend three (3) consecutive Advisory Committee meetings shall notify the Chairperson or Chief Executive Officer in writing as to his/her availability to continue to be a member of the Committee.

5.5 Resignation of Committee Member

A Committee member may resign from the Committee by advising the Chairperson or Chief Executive Officer in writing.

6. Conflict of Interest and Confidentiality

6.1 Committee Members will enter into a *Pledge of Confidentially* agreement at the commencement of their term.

6.2 Committee Members must disclose a Conflict of Interest in accordance with the Local Government Act 2020.

6.3 In the event of a Conflict of Interest arising the Committee Member:

- a) Must disclose the interest and clearly state the nature of the interest at the meeting before the matter is considered.
- b) Must leave the room and not participant in any discussion and/or decision.
- c) The disclosure must be recorded in the meeting minutes.

Responsible Manager Andy Waugh	Approval Date 1 July 2020	Review Date 1 July 2024
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7. Quorum

- 7.1 A quorum is the majority of appointed members but must include either the Chairperson or Acting Chairperson.
- 7.2 If a quorum is not present within 30 minutes of the time appointed for the commencement of the meeting, the meeting shall lapse. If a quorum fails after the commencement of the meeting, the meeting shall lapse.
- 7.3 Business that is unfinished at the completion of a meeting may at the discretion of the Chairperson be referred to the next meeting of the Committee.

8. Chairperson

- 8.1 Meetings will be chaired by a Councillor or relevant Senior Officer of Council Staff and /or delegate.
- 8.2 Duties and Discretions
 - a) must not accept any motion, question or statement which is derogatory, or defamatory of any Councillor, Committee Member, member of Council staff, or member of the community; and
 - b) must call to order any person who is disruptive or unruly during any meeting.

9. Operations

- 9.1 Meetings shall be held in accordance with adopted Council meeting guidelines (ie. Local Law or other adopted guidelines as required).
- 9.2 The Committee has no budgetary responsibilities, decision-making powers or delegated authority but serves to make recommendations for Council’s consideration.
- 9.3 The Committee shall follow the general consensus principle, when determining its preferred position on matters under discussion.
- 9.4 Committee members will not publicly comment on behalf of the group. Neither will it seek to advocate on the needs of individual organisations.
- 9.5 The Council will provide the necessary support to assist the Committee to function effectively including:
 - a) Maintaining contacts details of members.
 - b) Preparing and distributing agendas and prior reading materials.
 - c) Preparing and distributing meeting minutes.

10. Sub-Committees

- 10.1 The Advisory Committee may auspice the establishment of special interest working groups as needed to progress specific initiatives for a defined period of time.
- 10.2 Subject to the approval of the Committee, these Sub-Committees may invite other members as required to address the specific subject matter at hand.

Responsible Manager Andy Waugh	Approval Date 1 July 2020	Review Date 1 July 2024
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10.3 All Sub-Committees will comprise two or more Committee Members and may include relevant Council Staff.

11. Media

11.1 Committee Members are not to represent the Committee to the media.

12. Reporting

12.1 Endorsed minutes of the Committee meetings shall be presented to the next practicable Ordinary Meeting of Council.

13. Review

13.1 A review of the role, function, membership and productivity of the Advisory Committee will be conducted once every four years or as required to ensure currency, effectiveness and stakeholder engagement.

13.2 Council retains the right to:

- a) Review, amend or alter the operations and membership of this Committee as it deems appropriate and necessary.
- b) Revoke these Terms of Reference at any time.

<p>Responsible Manager Andy Waugh</p>	<p>Approval Date 1 July 2020</p>	<p>Review Date 1 July 2024</p>
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Attachment 1

Short statistical analysis of 2020 survey results

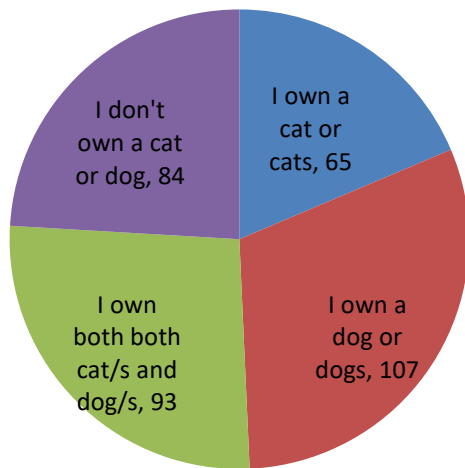
Total respondents 349

Animal ownership	Number	Support cat curfew %	Likely to comply with cat curfew / NA %
Cat	65	66	68
Dog	107	98	69
Cat and dog	93	60	66
No pet	84	91	72
Total	349	80	70

Question: Please identify your current situation.

Answered: 349

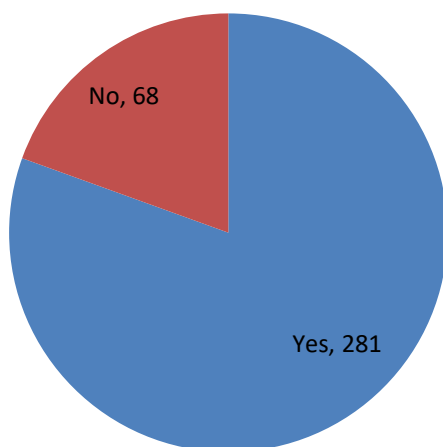
Skipped: 2



Question: Do you support a potential sunset to sunrise cat curfew?

Answered: 349

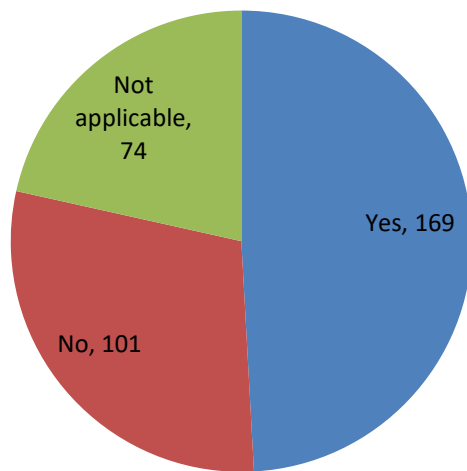
Skipped: 2



Question: Would you be likely to comply with a curfew?

Answered: 344

Skipped: 7



Note a number of comments were also received which centred on the following issues:

- Cost of installing containment systems;
- That cats should be allowed to roam;
- The difficulty of enforcing the curfew and costs for council;
- That older cats which have been allowed to roam in the past should still be allowed to it should only apply to new cats;
- That it should be a 24 hour curfew;
- Consideration for rural areas and that they should be exempt;
- That roaming cats cause a nuisance and distress in the area;
- That roaming cats are a danger and kill a lot of native wildlife.



Council Cat Control Order 2021

Domestic Animals Act 1994



Contents

Council Cat Order 2019 – Domestic Animals Act 1994

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Council Cat Order 2021 – Domestic Animals Act 1994

1. Order details

This is an Order made by the Moorabool Shire Council under section 25 of the *Domestic Animals Act 1994* on 02 December 2020.

2. Date order applies from

This Order operates from 1 July 2021.

3. Definitions

In this Order:

“Council” means Moorabool Shire Council.

“owner” in respect of a cat has the same meaning as *the Domestic Animals Act 1994* and includes a person who keeps or harbours the animal or has the animal in his or her care for the time being whether the animal is at large or in confinement.

“sunset and sunrise” means 8.30 pm (sunset) to 7am (sunrise) during Victorian daylight saving time (DST) and 6 pm (sunset) to 7am (sunrise) during non-daylight saving time.

4. Confining cats Order

The owner of a cat must keep the cat securely confined to the owner’s property and must not allow the cat to wander at large outside of the owner’s property between the hours of sunset and sunrise.

MOORABOOL SHIRE COUNCIL



2020/21 Quarterly Financial Report - September 2020

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1	Comprehensive Income Statement	1
2	Balance Sheet	3
3	Statement of Capital Works	5
4	Statement of Cashflows	6

1 Comprehensive Income Statement

	Year to Date				Annual
	Amended Budget \$'000	Actual \$'000	Variance		Amended Budget \$'000
			\$'000	%	
Income					
Rates and charges	37,919	37,908	(11)	0%	38,868
Statutory fees and fines	236	248	12	5%	1,238
User fees	612	525	(87)	-14%	3,248
Grants - operating	1,920	2,009	89	5%	10,486
Grants - capital (recurrent)	0	0	0	0%	1,282
Other income	310	359	49	16%	1,128
Interest received	59	56	(3)	-5%	530
Total Income	41,056	41,105	49	0%	56,778
Expenses					
Employee costs	5,906	5,787	119	2%	23,567
Materials and services	4,444	4,229	215	5%	19,119
Depreciation	2,902	2,902	0	0%	11,609
Finance costs	26	26	0	0%	513
Other expenses	119	103	16	13%	552
Net loss on asset disposal	(135)	(55)	(80)	59%	1,376
Total Expenses	13,262	12,992	270	2%	56,735
Adj Underlying Surplus / (Deficit)	27,794	28,114	320	1%	43
Add Capital / Non-recurrent income					
Grants - capital (non-recurrent)	3,281	3,338	57	2%	9,967
Contributions - monetary	93	92	(1)	-1%	5,818
Contributions - non-monetary assets	0	0	0	0%	7,948
Working for Victoria					
Grants - operating	0	1,651	1,651	100%	0
Employee costs	0	(695)	(695)	100%	0
Materials and services	0	(90)	(90)	100%	0
Total Surplus / (Deficit)	31,168	32,410	1,242	4%	23,775

Key variances;

User fees – Unfavourable by \$0.087m mainly due to service disruptions due to COVID-19. These services include Active Ageing and Community Access, Education and Child Care, and Leisure Facilities.

Grants - operating – Favourable by \$0.089m primarily due to new funding received since the adoption of the budget for Rural Council ICT Support (\$0.100m).

Other income – Favourable variance is primarily due to income received for Workcover reimbursements.

Employee costs – Favourable by \$0.119m due to a number of positions being vacant over the first three months of the year.

Materials and services – Favourable by \$0.215m mainly due to the timing of payments made to contractors relating to various Council services and one-off projects.

Net loss on asset disposal – At this stage is just a timing variance relating to the replacement/trade-in of Council owned Plant and Vehicles.

2 Balance Sheet

	Year to Date			
	Last Year \$'000	Current \$'000	Variance	
			\$'000	%
Assets				
Current Assets				
Cash and cash equivalents	22,700	25,390	2,690	12%
Trade and other receivables	33,596	37,088	3,492	10%
Other assets	8	1,316	1,308	16267%
Total current assets	56,304	63,794	7,490	13%
Non-current assets				
Trade and other receivables	103	97	(6)	-6%
Property, infrastructure, plant and equipment	564,086	587,049	22,963	4%
Right-of-use assets	0	840	840	100%
Total non-current assets	564,189	587,985	23,796	4%
Total Assets	620,493	651,779	31,286	5%
Liabilities				
Current liabilities				
Trade and other payables	1,747	1,865	118	7%
Trust funds and deposits	1,411	1,258	(153)	-11%
Provisions	4,423	4,934	511	12%
Interest-bearing loans and borrowings	4,305	1,320	(2,985)	-69%
Lease liabilities	0	213	213	100%
Total current liabilities	11,886	9,590	(2,296)	-19%
Non-current liabilities				
Provisions	708	779	71	10%
Interest-bearing loans and borrowings	10,007	17,295	7,288	73%
Lease liabilities	0	704	704	100%
Total non-current liabilities	10,715	18,778	8,063	75%
Total Liabilities	22,601	28,368	5,767	26%
Net Assets	597,893	623,411	25,518	4%
Represented by:				
Accumulated surplus	208,783	230,840	22,057	11%
Asset revaluation reserve	378,249	378,249	0	0%
Other reserves	10,861	14,322	3,461	32%
Total Equity	597,893	623,411	25,518	4%

Key variances;

Cash and cash equivalents – The year to date cash balance is \$2.690m greater than the same time last year. This mainly relates to carrying forward a significant amount of capital works from 2019/20. There is also an increase in cash reserves relating to the future repayment of borrowings for interest only loans (Local Government Funding Vehicle issuance of 2014/15 and 2015/16).

Trade and other receivables – Favourable by \$3.492m primarily due to an increase in Rates debtors (\$2.451m). This is due to;

- Significant growth in property numbers during 2019/20 increased Council's rates base
- there was a 3.5 week delay in rates notices being sent out due to the late adoption of the 2020/21 Budget
- Council offered options of deferral and payment plan arrangements for the 4th instalment of 2019/20 Rates for rate payers impacted by COVID-19.

Other debtors have also increased due to invoices being raised in September for Working for Victoria (\$0.682 million) and also various Subdivision fees/deposits.

Other assets – The increase from September 2019 is due to the accrual of other income/reimbursements for Wind Farms and Flood Recovery works.

Property, infrastructure, plant and equipment – The increase from September last year relates to the completion of the Capital Improvement Program in the 2019/20 financial year, and capital works in the current financial year. It is also the net result of assets contributed by developers, assets disposed, revaluations and depreciation.

Right of use assets – The variance to the same period last financial year is due to changes to Accounting Standards (*AASB 16 Leases*) in the 2019/20 financial year.

Trust funds and deposits – The actual is \$0.153m less than September last year due to a decrease in deposits held for Subdivisions.

Interest-bearing loans and borrowings – The net balance is greater by \$4.303m overall (current and non-current) compared to the same time last year. This relates to the net impact of new borrowings and debt redemption in 2019/20, and the first quarter of 2020/21.

Lease liabilities – The variance to the same period last financial year is due to changes to Accounting Standards (*AASB 16 Leases*) in the 2019/20 financial year.

Accumulated surplus – The increase of \$22.057m since September last year reflects Council's operating result during the 2019/20 financial year and the first three months of 2020/21.

Other reserves – The increase of \$3.461m relates to the net movement of transfers to and from Reserves at the end of the 2019/20 financial year.

3 Statement of Capital Works

	Year to Date				Annual
	Amended Budget \$'000	Actual \$'000	Variance		Amended Budget \$'000
			\$'000	%	
Property					
Land	0	0	0	0%	1,500
Buildings	486	554	(68)	-14%	12,075
Total Property	486	554	(68)	-14%	13,575
Plant and equipment					
Plant, machinery and equipment	276	461	(185)	-67%	1,890
Computers and telecommunications	118	159	(41)	-35%	1,161
Library books	0	0	0	0%	108
Total plant and equipment	394	620	(226)	-57%	3,159
Infrastructure					
Roads	1,215	109	1,106	91%	9,304
Bridges	40	40	0	0%	421
Footpaths and cycleways	26	29	(3)	-11%	507
Drainage	101	101	0	0%	213
Recreational, leisure and community facilities	1,480	1,226	254	17%	11,856
Parks, open space and streetscapes	51	56	(5)	-10%	765
Other infrastructure	55	57	(2)	-4%	352
Total infrastructure	2,967	1,617	1,350	45%	23,418
Total capital works expenditure	3,847	2,790	1,057	27%	40,152
Represented by:					
New	1,693	1,410	283	17%	15,113
Renewal	1,638	946	692	42%	13,224
Upgrade	516	433	83	16%	11,816
Total Capital Works	3,847	2,790	1,057	27%	40,152

*2020/21 Adopted Capital Works Budget was \$38.216 million and current Amended Budget is \$40.152 million. This additional \$1.936 million was due to additional uncompleted capital works at the end of 30 June 2020 being carried into 2020/21 Financial Year.

Key variances;

Plant, machinery and equipment – Over budget at this stage mainly due to a timing variance relating to the purchase of Council vehicles.

Roads – Expenditure on Roads is under budget due to the timing of the internal allocation of project management costs across the entire Capital Improvement Program. All major road projects including; Werribee Vale Road, Yendon-Lal Lal Road, Woolpack Road and Yendon-Egerton Road are expected to be completed by the end of the financial year.

Recreational, leisure and community facilities – Favourable variance is primarily due to the timing of contract payments for the Bacchus Marsh Racecourse and Recreation Reserve.

4 Statement of Cashflows

	Year to Date			
	Amended Budget \$'000	Actual \$'000	Variance	
			\$'000	%
Cash flows from operating activities				
Receipts				
Rates and charges	7,356	7,113	(243)	-3%
Statutory fees and charges	236	248	12	5%
User fees	612	543	(69)	-11%
Grants - operating	1,920	3,774	1,854	97%
Grants - capital	3,281	3,338	57	2%
Contributions - monetary	93	92	(1)	-1%
Interest received	59	56	(3)	-5%
Other receipts	310	742	432	139%
Employee costs	(5,906)	(6,267)	(361)	6%
Materials and services	(6,097)	(5,215)	882	-14%
Other payments	(119)	(103)	16	-13%
Net cash provided by (used in) operating activities	1,745	4,321	2,576	148%
Cash flows from investing activities				
Proceeds from sale of property, plant and equipment, infrastructure	135	55	(80)	-59%
Payments for property, plant and equipment, infrastructure	(5,647)	(4,590)	1,057	-19%
Net cash provided by (used in) investing activities	(5,512)	(4,535)	977	-18%
Cash flows from financing activities				
Finance costs	(26)	(26)	0	0%
Proceeds from borrowings	0	0	0	0%
Repayment of borrowings	(398)	(398)	0	0%
Interest paid - lease liability	0	0	0	0%
Repayment of lease liabilities	0	0	0	0%
Net cash provided by (used in) financing activities	(424)	(424)	0	0%
Net increase (decrease) in cash and cash equivalents	(4,191)	(638)	3,553	-85%
Cash and cash equivalents at the beginning of the financial year	26,027	26,027	0	0%
Cash and cash equivalents at the end of the financial year	21,837	25,390	3,553	16%

Key variances;

Rates and charges – There are two key reasons for actual rates collection being behind the year to date budget. These are;

- there was a 3.5 week delay in rates notices being sent out due to the late adoption of the 2020/21 Budget
- Council offered options of deferral and payment plan arrangements for the 4th instalment of 2019/20 Rates for rate payers impacted by COVID-19.

Grants - operating – Favourable by \$1.854m primarily due to funding received for Working for Victoria (\$1.651m). There has also been new funding received since the adoption of the budget for Rural Council ICT Support (\$0.100m).

Other receipts – Favourable variance is due to funds received for Flood Recovery works. These reimbursements were accrued as income in the 2019/20 financial year, however payments were received this financial year.

Employee costs – Unfavourable due to costs associated with Working for Victoria (\$0.694m). This is partially offset by numerous staffing vacancies.

Materials and services – Currently under budget as at the end of September due to payments being made in 2020/21 that relate to expenses accrued in the 2019/20 financial year. The expenditure was accounted for in 2019/20, but the actual cash payments were made in July 2020.

Payments for property, plant and equipment, infrastructure – Expenditure is under budget mainly due to timing variances with Roads projects and Bacchus Marsh Racecourse and Recreation Reserve.



Moorabool Shire Council
PREMIUM Action and Task Progress Report

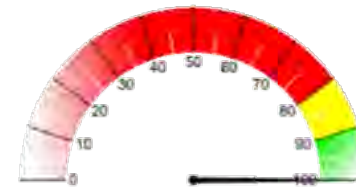
July 2020 - September 2020

Report Filters:
Date From :01-07-2020
Date To :30-09-2020
Display Task : No
Action Filter :Council Plan





Action Progress Against Targets



- 46 Actions reported on
- 41 At least 90% of action target achieved
- 3 Between 60 and 90% of action target achieved
- 2 Less than 60% of action target achieved
- 0 Actions with no target set

Key Result Area: 1 Providing Good Governance and Leadership

Objective: 1.1 (1A) Our Assets and Infrastructure

STRATEGY: 1.1.5 Deliver Annual Capital Improvement Programs

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.1.5.1 Deliver Annual Capital Improvement Programs (2017-2021)	In Progress	1/07/2020	30/06/2021	33%	24%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Capital Works	Recurrent					
Action Progress Comments						
The Capital Improvement Program for 2020/21 consists of 74 Projects reported to Council and is currently on schedule.						
Last Updated - 09/11/2020						

STRATEGY: 1.1.6 Develop and implement a Fleet and Plant Strategy


Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.1.6.1 Develop and implement a Fleet and Plant Strategy	In Progress	1/07/2020	30/06/2021	75%	90%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Fleet Management	Recurrent 'One Off' Item					
Action Progress Comments						
The Fleet and Plant Strategy is currently being updated with input from key user departments. It is anticipated that the project will be endorsed by the end of November 2020 and will be incorporated into the 2020/21 Strategic Financial Plan.						
Last Updated - 27/07/2020						




Moorabool Shire Council

Action & Task Progress Report

STRATEGY: 1.1.8 Develop a framework for asset handover

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.1.8.1 Develop a framework for asset handover (2019-2021)	Lace Daniel - Coordinator Asset Management In Progress	1/09/2020	30/06/2021	50%	10%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Asset Management	Recurrent					
Action Progress Comments						
A working group has been formed and the current process has been documented. Workshops with service units have been undertaken and feedback on the existing process collated for consideration by the working group in early October. Following that, feedback will be provided to service units and an action plan implemented to make the agreed changes.						
Last Updated - 15/10/2020						

STRATEGY: 1.1.9 Develop Infrastructure Policy

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.1.9.2 Develop Infrastructure Policy for Nature Strips (2020-2021)	Lace Daniel - Coordinator Asset Management In Progress	1/07/2020	30/06/2021	10%	0%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Asset Management	Recurrent					
Action Progress Comments						
Benchmarking against other similar Councils has been undertaken to help inform the development of a Policy for Moorabool Shire. A draft policy is currently being prepared for discussions with Council at a Briefing early in the new calendar year.						
Last Updated - 25/09/2020						




Moorabool Shire Council


Action & Task Progress Report

Objective: 1.2 (1B) Our People

STRATEGY: 1.2.1 Councillor Development

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.2.1.1 Councillor Development – induction and ongoing professional development (2017-2021)	In Progress	1/07/2020	30/06/2021	30%	25%	
Activity Customer Care and Advocacy		Budget Type Recurrent	Budget	YTD Budget	YTD Actual	YTD Variance
Action Progress Comments Council General Elections for Moorabool Shire will occur on Saturday 24 October 2020 after which the election will be declared and the new Council will commence an induction program during November/December 2020. A Councillor Induction Transition Program has been finalised along with materials to support Councillors as they enter their new term. A weekly bulletin is available to all Councillors to advise of upcoming conferences, seminars, and workshops that may be of interest and beneficial in their role as councillors. Last Updated - 27/10/2020						

STRATEGY: 1.2.2 Organisational Development (consistent with Business Excellence)


Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.2.2.10 Prepare an Organisational Development Strategy	In Progress	1/07/2020	31/12/2020	54%	0%	
Activity Business Improvement		Budget Type Recurrent	Budget	YTD Budget	YTD Actual	YTD Variance
Action Progress Comments A framework has been developed for consultation. The framework includes strategies and plans for leadership development, employee engagement, integration of systems and process, future workforce planning including reward and recognition. Stakeholder consultation has begun. Last Updated - 27/10/2020						



Moorabool Shire Council

Action & Task Progress Report

STRATEGY: 1.2.5 Customer Service

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.2.5.5 Develop and implement the Action Plan of the Customer Service Policy and Strategy	In Progress	1/03/2020	30/06/2021	30%	45%	

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Customer Service	Recurrent				


Action Progress Comments

Implementation of the Action Plan to support the new Customer Experience Strategy is well in progress. Achievements to date include:

- Establishment of Customer Experience team and function.
- Establishment of multi-channel contact centre now also responding to enquiries via Live Chat and Social Media.
- Development of customer satisfaction Insights to inform priorities for improving user experiences with council services.
- Collaboration with the ICT and Communications, Advocacy, and Government Relations teams to ensure the integration between the new website and the new CRM and customer portal delivers the best possible user experience.

Last Updated - 27/10/2020

STRATEGY: 1.2.6 Risk and OHS Management

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.2.6.13 Develop a Project Management Framework	In Progress	1/07/2019	30/06/2021	55%	50%	

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Project Management	Recurrent				

Action Progress Comments


Research on documentation in use at other organisations underway. Overarching framework being developed. Background work on process flows being developed and draft business rules underway. Also looking at use of ProMap as better solution for the process component and potential for external advice on system development.

Last Updated - 09/11/2020



Moorabool Shire Council

Action & Task Progress Report

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.2.6.2 Enhance our OHS systems and procedures for the organisation (2017-2021)	Yvonne Hansen - Manager Governance and Risk In Progress	1/07/2020	30/06/2021	30%	24%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Risk Management & OHS	Recurrent					
<p>Action Progress Comments</p> <p>A key pillar of the OHS Strategy focuses on OHS Framework and Management Systems to ensure Council has a fit for purpose OHS Management system that meets the requirements of AS/NZS 4804:2001.</p> <p>Council has established a new OHS Committee, together with the adoption of a OHS Committee Terms of Reference and appointments of Management Representatives and Health and Safety Representatives.</p> <p>A review of 16 Whole of Council 'High Risk' OHS Procedures has been completed together with the development of templates for the purposes of document consistency and branding. All 16 procedures have been adopted by the Executive Team.</p> <p>A Risk Based Incident System (CAMMS) was implemented in the second quarter of 2019/20. This new module captures and provides a structure for recording and actioning incidents/ hazards and near misses. Training on the new incident system has been implemented. To compliment the training in the incident system, a program called WhatFix is being applied to further enhance the efficiency of the system for all users.</p> <p>A Health and Wellbeing Calendar has been developed to promote health and safety events across the organisation .</p> <p>An OHS Climate survey was undertaken to establish employee satisfaction of OHS systems/management.</p> <p>Service unit action plans are being developed for each unit.</p> <p>Last Updated - 15/10/2020</p>						



Moorabool Shire Council

Action & Task Progress Report

Objective: 1.3 (1C) Our Business & Systems

STRATEGY: 1.3.1 Legislative and Regulatory

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget	
1.3.1.2 Review the Municipal Planning Scheme	Rod Davison - Senior Strategic Planner	In Progress	1/07/2018	16/12/2020	95%	80%	

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Strategic Planning	Recurrent				

Action Progress Comments

The Moorabool Planning Scheme Review comprises of two stages. Stage One draft report was presented to Council for input at the June 2019 Section 86 Moorabool Growth Management Committee. Consultation was undertaken for 8 weeks in July/August 2020 on Stage Two. Officers are currently reviewing the draft Stage Two report. The planning scheme review will be reported to Council following the Council election caretaker period.

Last Updated - 28/10/2020

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget	
1.3.1.56 Develop an Enforcement Policy	Andy Gaze - Coordinator Community Health & Safety	In Progress	1/07/2019	31/01/2021	75%	75%	

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Community Health and Safety	Recurrent				

Action Progress Comments

Internal consultation and a draft policy has been completed. Due to the impacts of the COVID-19 pandemic this project has been placed on hold and due to be completed by Dec 2020.

Last Updated - 28/07/2020

STRATEGY: 1.3.3 Service Reviews

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget	
1.3.3.1 Develop Service Plans for all services (2017-2021)	Kim Manley - Executive Manager - People & Culture	In Progress	1/01/2020	30/06/2021	10%	0%	

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Business Improvement	Recurrent				

Action Progress Comments

As per Stage 2- B of the road map, 2019/20 Service Plans were developed for all Service Units including a service improvement action plan. These actions now form part of the overall Service Unit Action Plan that is captured, measured and reported on in CAMMS Syde.

The review and update of Service Plans occurs annually in December/January as per the Integrated Planning & Budget timetable.

Last Updated - 27/10/2020



Moorabool Shire Council

Action & Task Progress Report

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget	
1.3.3.14 Undertake Service Reviews as determined by Council	Kim Manley - Executive Manager - People & Culture	Not Started	1/07/2020	30/06/2021	0%	0%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Business Improvement	Recurrent						
Last Updated - 31/07/2020							

STRATEGY: 1.3.4 Financial Sustainability

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget	
1.3.4.1 Annually review the Long Term Financial Plan (2017-2021)	Steven Ivelja - Chief Financial Officer	In Progress	1/07/2020	30/06/2021	25%	25%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Strategic Financial Management	Recurrent						
Last Updated - 27/10/2020							

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget	
1.3.4.13 Annually review the need to make a rate cap variation for 2020/21 year	Steven Ivelja - Chief Financial Officer	Not Started	1/07/2020	30/06/2021	0%	0%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Finance and Accounts	Recurrent						
Last Updated - 09/09/2020							



Moorabool Shire Council


Action & Task Progress Report

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.3.4.3 Identify and develop shared services with other LGs, community and private sector organisations (2017-2021)	Sally Jones - GM Community Strengthening In Progress	1/07/2020	30/06/2021	25%	25%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Child Youth and Family	Recurrent					
<p>Action Progress Comments</p> <p>The project is being undertaken in phases over the four-year life of the Council Plan 2017-2021. Phase one was the preparation of a report to the Executive Management Team; phase 2 is the preparation of scoping/business plans for new or expanded shared service opportunities including the determination of charge out rates and preparation of marketing materials including capability statements; phase three is the implementation of the new or expanded shared service opportunities.</p> <p>Opportunities for shared services with Hepburn Shire Council and Golden Plains Shire Councils are progressing in relation to waste, recycling and building surveying services. The Central Highlands Group of Councils (including Moorabool Shire) have established an incorporated association and secured resources from the Victorian Government to facilitate the establishment of shared services in the region. Discussions are currently taking place with a number of Councils in relation to a joint road asset condition collection project. Discussions are also currently taking place with the regional waste and resource recovery group in relation to joint procurement opportunities for waste services. This action is being implemented over the life of the council plan.</p> <p>New Library Agreement was negotiated and endorsed by Council in January 2020. This provides a new 5 year shared services contract with Ballarat Libraries in conjunction with Central Highlands Libraries. Ministerial Exemption was required to ensure compliance with procurement for the term of the agreement.</p> <p>Discussions to encourage further scope across LG's, community and private sector will continue.</p> <p>Last Updated - 30/10/2020</p>						



Moorabool Shire Council

Action & Task Progress Report

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.3.4.4 Seek funding for new, upgrade and renewed community facilities (2017-2021)	Christopher Gardner - Manager Connected Communities In Progress	1/07/2020	30/06/2021	50%	25%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Recreation and Development	Recurrent					
Action Progress Comments						
<p>8 grants have been applied for in Feb/March 2020:</p> <ul style="list-style-type: none"> -Indoor Stadium - \$2M -Ballan cricket nets - \$130,000 (2 grants) -Soccer pitches at BMRRR - \$500,000 -Dunnstown pavilion upgrade - \$402,000 -Netball court resurfacing (4 courts) - \$98,000 -Mill Park Redevelopment - \$250,000 -Gordon Public Park Redevelopment - \$150,000 <p>The provision of COVID-19 Stimulus Funding grants has created opportunities for further community infrastructure funding submissions. The outcome of these is currently unknown, however applications will continue to be submitted to address the need for new and upgraded facilities.</p> <p>A further \$2.5m has been secured through the Growing Suburbs Fund for the redevelopment of the Darley Park Community and Sports Pavilion.</p> <p>An application for the Community Sports Infrastructure Loan Scheme 2020 is also being developed with the final details regarding apportionment to be finalised in time for submission prior to 15 December 2020.</p> <p>Last Updated - 09/11/2020</p>						



Moorabool Shire Council

Action & Task Progress Report

Key Result Area: 2 Minimising Environmental Impact

Objective: 2.1 (2A) Built Environment

STRATEGY: 2.1.1 Develop frameworks for each small town & action plans to address components in (current) strategies

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.1.1.1 Develop the Gateways Strategy (2017-2021)	In Progress	1/11/2019	30/06/2021	25%	25%	

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Environmental Planning	Recurrent				

Action Progress Comments

Request for Quotes closed in October, three quotes were received and are currently being assessed. It is expected that the successful consultant will be appointed in November 2020

Last Updated - 09/11/2020

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.1.1.2 Prepare structure plans for key growth areas	In Progress	1/07/2020	30/06/2021	28%	25%	

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Strategic Planning	Recurrent				

Action Progress Comments

The structure planning for Wallace and Bungaree and associated infrastructure planning (sewer) was identified as a key project within the Towns and Settlement Strategy 2016. A number of technical reports were completed and consolidated into a project brief. An application for grant funding through streamlining for Growth was submitted in mid October 2020. The next step is to brief Council, followed by the engagement of a consultant.

Last Updated - 09/11/2020

STRATEGY: 2.1.4 Work with relevant authorities to ensure that flooding and bushfire risks are addressed

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.1.4.1 Incorporate flood mapping into the Planning Scheme and prepare an exhibit Moorabool Planning Scheme Amendment C91 (2017-2021)	In Progress	21/12/2018	30/06/2021	80%	80%	

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Strategic Planning	Recurrent				

Action Progress Comments

Amendment C91 seeks to introduce flood controls to the Moorabool Planning Scheme. Following the preparation of the flood study and mapping in conjunction with Melbourne Water, a report was presented to the Ordinary Meeting of Council in September 2019, where Councillors endorsed seeking authorisation from the Department of Environment, Land, Water and Planning (DELWP) and exhibiting the Amendment. Conditional authorisation was received from DELWP on 25 November 2019, to prepare and exhibit the amendment. On 13 February 2020, DELWP granted approval to commence exhibition. Exhibition formally commenced on the 12 March 2020 for a period of 8 weeks. Due to COVID-19, the exhibition period was extended until 18 August 2020. The planning scheme amendment will be reported to Council following the election caretaker period.

Last Updated - 19/08/2020



Moorabool Shire Council

Action & Task Progress Report

Objective: 2.2 (2B) Natural Environment

STRATEGY: 2.2.1 Finalise and implement the action plan of the Moorabool Sustainable Environment Strategy

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget	
2.2.1.1 Finalise and implement the action plan of the Moorabool Sustainable Environment Strategy (2017-2021)	Justin Home - Manager Environmental Management	In Progress	1/07/2020	30/06/2021	25%	25%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Environmental Planning	Recurrent						
Action Progress Comments							
This is a multi year project across the period 2017 to 2021.							
Key actions for completion in 2021							
- Completion of Sustainability Framework (including review of the Environment and Sustainability Strategy)							
- Completion of Sustainable Buildings Strategy							
- Bacchus Marsh Integrated Water Management Strategy							
Last Updated - 09/11/2020							

STRATEGY: 2.2.2 Waste Management

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget	
2.2.2.5 Review the 2015 Waste Strategy	Justin Home - Manager Environmental Management	In Progress	1/07/2020	30/06/2021	10%	25%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Waste	Recurrent 'One Off' Item						
Action Progress Comments							
Request for quotes closed in October 2020. A total of 8 quotes were received, the successful consultant is expected to be appointed by mid November							
Last Updated - 09/11/2020							

STRATEGY: 2.2.4 Develop and implement a policy on allocation use and trading of water for Council water assets


Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget	
2.2.4.1 Develop and implement a policy on allocation, use and trading of water for Council water assets	Justin Home - Manager Environmental Management	In Progress	1/07/2019	30/06/2021	90%	90%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Environmental Planning	Recurrent						
Action Progress Comments							
A policy has been developed, engagement on the policy is to undertaken as part of the work being undertaken on the Bacchus Marsh Integrated Water Management Strategy.							
Last Updated - 09/11/2020							



Moorabool Shire Council

Action & Task Progress Report

STRATEGY: 2.2.5 Complete a Waterway and Stormwater Management Strategy

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.2.5.1 Complete a waterway and storm water management strategy (2019-2021)	Corinne Jacobson - Coordinator Major Projects In Progress	1/07/2020	30/06/2021	30%	25%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Management	Recurrent					
Action Progress Comments						
The project awarded and a working group has been established.						
Last Updated - 09/11/2020						





Moorabool Shire Council

Action & Task Progress Report

Key Result Area: 3 Stimulating Economic Development

Objective: 3.1 (3A) Land Use Planning

STRATEGY: 3.1.1 Incorporate strategic documents into the Planning Scheme


Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.1.1.3 Incorporate strategic documents into the Planning Scheme - West Moorabool Heritage Study (2017-2021)	In Progress	1/07/2019	30/06/2021	45%	50%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Strategic Planning	Recurrent					
Action Progress Comments						
The consultant undertaking the amendment has completed a review of West Moorabool Heritage Study 2a to ensure the study is consistent with the Planning Practice Note 1: Applying the Heritage Overlay. As a result of this review, a number of changes are required to the statements of significance and heritage curtiages to ensure consistency with the practice note. A consultant was engaged to undertake these changes and progress the planning scheme amendment. The consultant has completed all ground truthing. The amendment documents are currently being drafted with the amendment to be reported to Council following election caretaker period for authorisation.						
Last Updated - 16/09/2020						
Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.1.1.4 Include the recommendations from the Planning Scheme Review report into the Planning Scheme	Not Started	11/08/2020	30/06/2021	0%	0%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Strategic Planning	Recurrent					
Action Progress Comments						
This action will commence once the Planning Scheme Review is complete. Some of the recommendations will be implemented by Planning Policy Translation that the Department of Planning is undertaking.						
Last Updated - 05/08/2020						




Moorabool Shire Council

Action & Task Progress Report

STRATEGY: 3.1.2 Implement the adopted Small Towns and Settlement Strategy

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.1.2.1 Develop a program for services and utilities in small towns (2017-2021)	In Progress	1/07/2019	30/06/2021	55%	60%	
Henry Bezuidenhout - Executive Manager Community Planning and Economic Development						
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Strategic Planning	Recurrent					
Action Progress Comments						
Structure planning is required to assist in determining the likely future population of these small towns and to plan for the provision of infrastructure in conjunction with the water authorities, state government and the community. Officers have had discussions with Central Highlands Water and is developing a program for the delivery of infrastructure to the towns. An advocacy item was prepared and discussions initiated with RDV and other key stakeholders to source funding and support in providing water and sewerage. The next step is to develop a growth scenario (framework plan) and formalise the MOU. A Briefing Note and implementation Plan is being developed to be presented to the Exec Group.						
An application to the VPA for a Streamlining for Growth application is being prepared.						
Last Updated - 09/11/2020						

STRATEGY: 3.1.5 Develop a long term strategy for the Bacchus Marsh Civic Precinct


Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.1.5.1 Develop a long term strategy for the Bacchus Marsh Civic Precinct	In Progress	1/07/2019	30/06/2021	60%	70%	
Henry Bezuidenhout - Executive Manager Community Planning and Economic Development						
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Strategic Planning	Recurrent					
Action Progress Comments						
Council has completed a high-level strategic analysis and urban design investigation of the Bacchus Marsh main street. Identification of a consolidated land area is to be investigated as a future civic precinct. An advocacy item has been developed to source funding and promote the establishment of a civic precinct. Grant funding is also being sought. Advocacy item was refined and updated.						
A consultants brief (RFQ) for an economic feasibility and artist impressions / conceptual drawings was completed to input into the strategic justification.						
An application to the VPA for a Streamlining for Growth application is being prepared.						
Last Updated - 09/11/2020						



Moorabool Shire Council

Action & Task Progress Report

STRATEGY: 3.1.6 Review future opportunities for the Darley Civic Precinct

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget	
3.1.6.1 Review future opportunities for the Darley Civic Precinct (2019-2021)	Sally Jones - GM Community Strengthening	In Progress	1/07/2020	30/06/2021	25%	25%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Recreation and Development	Recurrent						
Action Progress Comments							
Research will continue via Social Planner role during 20/21 to undertake analysis of future community needs in relation to location and accessibility of the site.							
Community and Social Planner role has been filled. Current community infrastructure framework is under review to align with projected need for community facilities in Darley for the short to medium term.							
Last Updated - 30/10/2020							




Moorabool Shire Council


Action & Task Progress Report

Objective: 3.2 (3B) Investment & Employment


STRATEGY: 3.2.1 Implement the action plan of the Economic Development Strategy

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.2.1.1 Implement the action plan of the Economic Development Strategy (2017-2021)	In Progress	1/07/2020	30/06/2021	30%	15%	
Henry Bezuidenhout - Executive Manager Community Planning and Economic Development						
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Economic Development	Recurrent					
Action Progress Comments						
Delivery of the action plan has slowed due to the high level of team resources required to assist business during COVID and then as Regional Victoria moves to a COVID -normal state, the allocation moves to the support of the hospitality industry. This includes the delivery of a State grant for \$250K to support outdoor dining. An action plan has been developed and is being implemented with initiatives including permit relief, temporary activations and permanent infrastructure.						
Last Updated - 28/10/2020						

STRATEGY: 3.2.4 Facilitate Parwan Employment Precinct planning and marketing

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.2.4.1 Facilitate the Parwan Employment Precinct planning and marketing (2017-2021)	In Progress	1/07/2019	30/06/2021	65%	65%	
Henry Bezuidenhout - Executive Manager Community Planning and Economic Development						
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Strategic Planning	Recurrent					
Action Progress Comments						
Projects such as seeking funding for the provision of gas into the precinct adds to the marketability of the PEP. Council has secured \$2.7M from State Government to create a citygate to service the PEP and future residential development at Parwan Station.						
Last Updated - 23/08/2020						

STRATEGY: 3.2.5 Construct the Ballan depot


Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.2.5.1 Construct the Ballan Depot (2019-2021) - Stage 1B	In Progress	1/07/2020	30/06/2021	30%	25%	
Corinne Jacobson - Coordinator Major Projects						
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Management	Recurrent					
Action Progress Comments						
The project includes the construction of new buildings including office, workshop, wash bay, chemical shed, storage shed along with drainage, site services and carparking. A contract for bulk earthworks has been awarded and is scheduled for completion in December 2020. The contract for the building construction works has been awarded and is scheduled to commence in early 2021.						
Last Updated - 09/11/2020						



Moorabool Shire Council

Action & Task Progress Report

STRATEGY: 3.2.6 Advocate resource and implement the Bacchus Marsh Integrated Transport Strategy (BMITS) action plans

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.2.6.1 Advocate, resource and implement the Bacchus Marsh Integrated Transport Strategy (BMITS) action plans	In Progress	1/07/2020	30/06/2021	50%	25%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Management	Recurrent					
Action Progress Comments						
The infrastructure actions from the Bacchus Marsh Integrated Transport Strategy have been included in Council's Long Term Capital Improvement Program for consideration , along with other priority projects, as part of each annual budget process. Currently working with Regional Roads Victoria on funding opportunities for improvement projects along Gisborne Road and Grant Street. Council is also part of the Steering Committee for the Eastern Link Road planning study that is currently in progress.						
Last Updated - 09/11/2020						



Moorabool Shire Council

Action & Task Progress Report

Key Result Area: 4 Improving Social Outcomes

Objective: 4.1 (4A) Health & Wellbeing

STRATEGY: 4.1.1 Health & Wellbeing Plan

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
4.1.1.1 Prepare and implement an advocacy and partnership plan to attract investment in government and non-government services in the municipality. (2017-2021)	In Progress	1/07/2020	30/06/2021	57%	25%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Advocacy	Recurrent					
Action Progress Comments						
<p>The purpose of the advocacy is to ensure that the Shire's current and future residents have access to a range of community services needed to maximise their health , safety and well-being. In early 2020, an Advocacy Plan was developed and completed; acknowledging that advocacy is ongoing and the plan is a living document that is regularly reviewed, improved and updated as circumstances change. The plan is supported by a detailed centrally-housed spreadsheet that captures all the projects and issues that require advocacy work. The spreadsheet includes current status, risk to brand and mitigation measures. Regular updates are provided to the Executive on the status of projects and issues. Advocacy sheets have also been developed for major projects and are regularly reviewed and updated. For the purpose of reporting, this Council Plan action is now complete. However, given the nature of Council's advocacy work, the Advocacy Plan will continue to evolve over the life of the Council Plan.</p> <p>Last Updated - 05/11/2020</p>						

STRATEGY: 4.1.2 Municipal Early Years Plan

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
4.1.2.1 Plan and design the proposed West Maddingley Community Facility	In Progress	1/07/2020	30/06/2021	25%	5%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Child Youth and Family	Recurrent					
Action Progress Comments						
<p>This is a multi year project and the project is currently in its infancy, council officers have completed the business case documentation for the West Maddingley Early Years and Community Hub and draft Community engagement plans for the project.</p> <p>Internal Project Control Group is under formation to ensure robust engagement can inform design. EOI to engage consultant architect for initial facility and program design will be undertaken early November.</p> <p>Last Updated - 09/11/2020</p>						



Moorabool Shire Council

Action & Task Progress Report

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget	
4.1.2.11 Adopt a revised Municipal Early Years Plan (MEYP)	Sharon McArthur - Manager Child, Youth & Family	In Progress	1/07/2020	30/06/2022	5%	0%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Maternal and Child Health	Recurrent 'One Off' Item						
Action Progress Comments							
This action is a multi year action with the bulk of the work to be completed in 2021 -2022 when the current Municipal Early Years plan expires. Early 2021 will see the development of a Project plan and a Community Engagement plan.							
Last Updated - 12/09/2020							
Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget	
4.1.3.1 Implement the Reserve Management Framework (2017-2021)	Christopher Gardner - Manager Connected Communities	In Progress	1/07/2020	30/06/2021	50%	25%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Recreation and Development	Recurrent						
Action Progress Comments							
The Council Fees and charges have been issued in accordance with the Recreation Reserve User Fees and Charges Policy and 2019-20 Budget. User agreements have been completed for summer season tenants (Oct - March). Annual Management Agreements (AMAs) have also been put in place and operational funding provided to committees as per the Recreation Reserve Funding Policy.							
Changes to planned outcomes have been adjusted to reflect non-use of reserves and facilities through the impact of the current pandemic. Communication with Reserve Committees of Management and sporting clubs continues. This is a multi-year action and will continue in 2021.							
Return to activities are currently being negotiated with clubs at the direction of State Sporting Associations. The directions will reflect best outcomes for participation, inclusive of COVID Safe plans for 2021. Further to this, fees are being negotiated with clubs dependent on the impact of COVID to ensure their ongoing sustainability.							
Last Updated - 09/11/2020							



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Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget	
4.1.3.4 Design indoor courts in Bacchus Marsh	Christopher Gardner - Manager Connected Communities	In Progress	1/07/2020	30/06/2021	50%	25%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Recreation and Development	Recurrent						
Action Progress Comments							
<p>A contract for Principal Consultant has been awarded. The contract includes master planning for the Mill Park site along with master planning for a Bacchus Marsh Sports Precinct (including Maddingley Park, Siberia, Taverner Street and Peppertree Park).</p> <p>Preliminary masterplans have been developed for the Taverner street site including the indoor sports and aquatic centre and the Mill Park site .</p> <p>Architects have been engaged and have created concept design plans for the project, including a Stage 2 Aquatic Centre project. Concept designs have been presented to Council with detailed design ready to proceed.</p> <p>Design team continue to revise designs as feedback and best design principles are reviewed. Final draft design includes 4 indoor courts with one show court, tiered seating, multiple change rooms, administration zone, community meeting spaces and a significant level one viewing area. Significant planning and design has occurred to ensure a Stage 2 indoor pool if funded, can be added to the facility without interrupted use of the indoor courts.</p> <p>Last Updated - 09/11/2020</p>							
Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget	
4.1.3.5 Prepare and revise a rolling cycle of Reserve Master Plans (2017-2021) - Year 3 Progress	Christopher Gardner - Manager Connected Communities	In Progress	1/07/2020	30/06/2021	40%	25%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Community Development	Recurrent						
Action Progress Comments							
<p>Master plan for Darley Park is in progress.</p> <p>Precinct planning for Maddingley Park, which includes a master plan for the Maddingley Park recreation reserve. These 2 plans are being undertaken by the Engineering Services.</p> <p>The rolling cycle of Reserve Master Plans will be transferred back to Connected Communities per the outcome of a department restructure and recruitment to support this ongoing action.</p> <p>The appointment of the lead consultant for the Darley Park Master Plan (2020/21 priority) has also been formalised and has commenced in November 2020.</p> <p>Last Updated - 09/11/2020</p>							



Moorabool Shire Council


Action & Task Progress Report

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget	
4.1.3.6 Revise the Recreation and Leisure Strategy (incorporating Hike and Bike Strategy)	Christopher Gardner - Manager Connected Communities	Not Started	1/07/2020	30/06/2021	0%	0%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Sport and Recreation	Recurrent 'One Off' Item						
Action Progress Comments							
The review of the strategy will commence in early (January) 2021							
Last Updated - 09/11/2020							
Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget	
4.1.4.6 Facilitate and support existing and emerging arts and cultural development groups and activities across the municipality. (2017-2021)	Christopher Gardner - Manager Connected Communities	In Progress	1/07/2020	30/06/2021	25%	25%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Recreation and Development	Recurrent						
Action Progress Comments							
The Bacchus Marsh Arts Council is utilising workshop space at the Darley Civic & Community Hub. Ongoing support continues to be provided to the Arts Council in building the capacity of its group and examining opportunities for joint projects and funding. Support is being provided to the Arts Council to exhibit art work in the common areas/foyers of the building it is sharing with other groups at the Darley Civic & Community Hub.							
In August 2018, the Council allocated \$7,600 to 3 Arts and Cultural projects: 1) 'WinterKnits' Group Ballan; 2) Gordon Community Fair and; 3) Bacchus Marsh & Melton District Community Theatre Incorporated.							
The Council's Youth Strategy outlines the development of a new arts program for young people with a focus on improved mental health of young people by using arts as a medium . A project to create a mural and other art work has been undertaken with young people at the Bacchus Marsh Skate Facility (Rotary Park) as part of a Victorian Government funded graffiti education project. This action has been completed.							
In March 2019, the Council allocated \$2,700 to one Arts and cultural project via its community grants program: "Framing your art for exhibition"							
In the 2019/2020 budget, council approved the appointment of an Arts and Culture Officer. The recruitment of an Arts and Culture Officer has been completed. The officer begins in July 2020. This is a multi-year action and will continue through the life of the Council Plan.							
Arts and Culture Officer is appointed and has undertaken significant network meetings with Moorabool Arts Groups to discuss the future of Arts across the Shire . The Officer is assisting Economic Development staff to plan an arts focus across Christmas events. The officer is also assisting the Bacchus Marsh Arts Council to investigate options to relocate . Background work on the development of an Arts and Culture Strategy has been undertaken.							
Last Updated - 09/11/2020							




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Action & Task Progress Report

<i>Action</i>	<i>Action Status</i>	<i>Start Date</i>	<i>End Date</i>	<i>% Comp.</i>	<i>Target</i>	<i>% OnTarget</i>	
4.1.4.8 Revise the Community Development Strategy (incorporating the Volunteer Strategy and an Arts and Culture Strategy)	Christopher Gardner - Manager Connected Communities	Not Started	1/07/2020	30/06/2021	0%	0%	
<i>Activity</i>	<i>Budget Type</i>	<i>Budget</i>	<i>YTD Budget</i>	<i>YTD Actual</i>	<i>YTD Variance</i>		
Community Development	Recurrent 'One Off' Item						
Action Progress Comments							
Work on the review of this strategy will commence in January 2021, with and anticipated completion date of 30 June 2021.							
Last Updated - 09/11/2020							


STRATEGY: 4.1.6 Youth Strategy

<i>Action</i>	<i>Action Status</i>	<i>Start Date</i>	<i>End Date</i>	<i>% Comp.</i>	<i>Target</i>	<i>% OnTarget</i>	
4.1.6.3 Undertake a Master Plan including concept and cost plan for a youth space at Rotary Park, including the Andy Arnold Facility	Sharon McArthur - Manager Child, Youth & Family	In Progress	20/09/2019	30/06/2021	40%	10%	
<i>Activity</i>	<i>Budget Type</i>	<i>Budget</i>	<i>YTD Budget</i>	<i>YTD Actual</i>	<i>YTD Variance</i>		
Child Youth and Family	Recurrent						
Action Progress Comments							
This is a multi year project that has been delayed due to COVID-19. The project is currently in its infancy. Council officers have completed a project plan and community engagement plans. Initial meeting on the project with internal stakeholders has occurred and this identified relevant internal and external stakeholders. This project will run over the 19-20 and 20-21 financial years and is to be completed by April 2021.							
Last Updated - 12/09/2020							



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Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
4.1.6.4 Deliver the Youth Engagement Support (YES) Program to support young people to remain engaged in education or employment	In Progress	1/07/2020	30/06/2021	10%	25%	
	Jade Moerenhout - Early Years and Youth Services Coordinator					
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Youth Services	Recurrent					
Action Progress Comments						
<p>The Youth Services team were successful in October 2018 in obtaining an Empower Youth Grant from the Victoria State Government in the amount of \$470, 968.00, over four years. This has seen the appointment of an additional staff member in the role of Youth Engagement Support (YES) Officer. The primary focus of this position is to provide intensive, coordinated support to young people, to strengthen their health and wellbeing, their connection to community, their engagement in education and training and their pathways to employment. The Youth Engagement Support (YES) project targets young people who have disengaged or are at risk of disengaging from education and/or employment. YES, is a holistic project which will support young people to identify the barriers and challenges they face in all aspects of their lives which have an impact on their education and employment outcomes. Young people will be empowered and supported to develop action plans and to meet their set goals. The aims and objectives of the YES project is to increase engagement in education, training and employment through a holistic approach using a variety of engagement strategies, which are covered, under the four streams:</p> <ul style="list-style-type: none"> • Individual support • Youth Mentoring Program • A Community Event (Year 3) • Early Intervention & Transition support (grade 6- year 7) <p>This project has been designed in partnership with the Moorabool Youth Action Group (YAG) and young people enrolled in the 2018 VCAL program in Bacchus Marsh.</p> <p>Key Issues Moorabool has a higher level of youth disengagement and lower educational attainment levels compared to the Victorian average .</p> <ul style="list-style-type: none"> • According to the 2016 Census, the percentage of young people aged between 15-19 years old not in paid employment or enrolled in education in Moorabool (otherwise known as disengaged) was 6.4% compared to 5.2% for Victoria. • The number of young people aged 20-24 years old not in paid employment or enrolled in education in Moorabool (otherwise known as disengaged) was 15.2% compared to 11.9% for Victoria. • According to the 2016 Census, an analysis of the highest level of schooling attained by the population in Moorabool Shire compared to Greater Melbourne shows that there was a higher proportion of people who had left school at an early level (Year 10 or less) and a lower proportion of people who completed Year 12 or equivalent. • Overall, 26.3 per cent left school at Year 10 or below, and 32.8 per cent went on to complete Year 12 or equivalent, compared with 21.6 per cent and 59.4 per cent respectively for Greater Melbourne. <p>A key component of the YES project is to decrease youth disengagement and increase the education attainment levels of young people living in Moorabool</p> <p>The YES project officer has been delivering actions outlined in the work plan which includes the design , delivery and evaluation of the project. Majority of the officers time is being undertaken in the individual support program working with young people at risk or who have disengaged from education or employment.</p> <p>The HEAL equine therapy program is being provided to four young people through the individual support program to assist with improving their mental health and well being . Further to this a fitness program has been designed and delivered with young people and this has been received well by participants. there are currently approximately 20 young people who have been involved in the individual support program, this ranges from one meetings through to weekly meetings with the YES officer . Through the individual support program the YES officer has identified two young people aged over 18 who are now job ready and will be working with the economic development team to approach local employers to take on these young people.</p> <p>Another component to the YES project is transition from grade 6 to year 7 for vulnerable or at risk young people, the YES officer is currently working with 6 young people on weekly basis at Darley Primary school to assist with engagement into secondary school for the identified young people.</p>						



Moorabool Shire Council

Action & Task Progress Report

Last Updated - 01/08/2020




Moorabool Shire Council


Action & Task Progress Report

Objective: 4.2 (4B) Community Connectedness and Capacity

STRATEGY: 4.2.1 Community Development and Volunteer Strategies

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
4.2.1.5 Develop and delivery a community group capacity building and sustainability program	Christopher Gardner - Manager Connected Communities In Progress	1/07/2020	30/06/2021	80%	25%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Community Development	Recurrent 'One Off' Item					
Action Progress Comments						
This council action has been delivered under action 4.2.1.1 in the council plan. The community development program facilitated by Hot House Projects has been completed and currently under evaluation in order to identify future development opportunities.						
Last Updated - 09/11/2020						

STRATEGY: 4.2.2 Emergency Management Plan

Action	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
4.2.2.1 Deliver community emergency management education program (2017-2021)	Cherie Graham - Chief Emergency Officer In Progress	1/07/2020	30/06/2021	33%	25%	
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance	
Environmental Planning	Recurrent					
Action Progress Comments						
Community engagement being undertaken during COVID-19 Pandemic assisting the Moorabool Community through newsletters for the vulnerable and through the Community Connector (Local Support Network) program.						
Last Updated - 09/11/2020						





MINUTES

Audit & Risk Committee Meeting Wednesday, 13 May 2020

Time: 3.00pm

Location: Microsoft Teams

Order Of Business

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4.	Matters Arising from Previous Minutes	4
5.	Disclosure of Conflicts of Interest	4
6.	Closed Session of Meeting to the Public	4
Agenda Sections 7 - 13		
10.1	Review of Events Management - Final Report.....	4
8.4	Procurement Report.....	5
8.5	Quarterly Financial Report March 2020.....	5
8.6	Impact of New Accounting Standards on Council	5
8.1	Asset Management Update; April 2020.....	5
12.1	VAGO Report; Local Government Assets (Asset Management & Compliance).....	6
7.1	Audit and Risk Advisory Committee Charter.....	6
7.2	Outstanding Audit and Risk Advisory Committee Resolution Actions - Third Quarter 2019/20.....	6
7.3	Matters Carried Forward	6
8.2	Risk and OHS Quarterly Reports 2 (Oct-Dec 2019) and 3 (Jan-Mar 2020).....	7
8.3	Report on Insurable Risk Review Actions	7
9.1	Compliance with Legislation and Policies	7
9.2	Significant Legal Matters Update	7
10.2	Strategic Internal Audit Plan - Draft - 2020/21 Focus	8
10.3	Internal Audit Status Report - May 2020	8
10.4	Local Government Sector Report	8
11.1	Audit Strategy Memorandum - COVID Update	8
11.2	Interim Management Letter.....	9
13.1	VAGO Correspondence.....	9
14.	Meeting Closure	9

1. OPENING

The Chairperson, Mr. Mike Said opened the meeting at 3.00pm.

2. PRESENT AND APOLOGIES

Mr Mike Said	Chairperson, External Representative
Cr Tonia Dudzik	East Moorabool Ward Councillor
Cr John Keogh	East Moorabool Ward Councillor
Ms Linda MacRae	External Representative

Officers

Mr Derek Madden	Chief Executive Officer
Ms Caroline Buisson	General Manager Customer Care & Advocacy
Mr Phil Jeffrey	General Manager Community Assets & Infrastructure
Ms Sally Jones	General Manager Community Strengthening
Mr Henry Bezuidenhout	Executive Manager Community Planning & Economic Development
Mr Steve Ivelja	Chief Financial Officer
Ms Yvonne Hansen	Manager Governance, Risk & Corporate Planning
Mr John Miller	Manager Asset Management
Mr Andy Waugh	Coordinator Economic Development

Auditors

Ms Cassandra Gravenall	Crowe Horwath
Mr Mark Holloway	HLB Mann Judd (VIC) Pty Ltd

APOLOGIES:

Nil.

3. CONFIRMATION OF MINUTES**Committee Resolution****Moved:** Ms Linda MacRae**Seconded:** Cr Tonia Dudzik

That the Audit and Risk Advisory Committee:

1. Confirms the Minutes of the Audit and Risk Advisory Committee Meeting held on Wednesday, 12 February 2020.
2. Provides a Summary of Minutes to the next Ordinary Meeting of Council.

CARRIED

4. MATTERS ARISING FROM PREVIOUS MINUTES

Nil.

5. DISCLOSURE OF CONFLICTS OF INTEREST

Nil.

6. CLOSED SESSION OF MEETING TO THE PUBLIC

In accordance with s. 395 of the COVID-19 Omnibus (Emergency Measures) Bill 2020, this meeting was attended online and thus closed to the public.

With the leave of the Committee, the Chairperson altered the order of reports.

10.1 REVIEW OF EVENTS MANAGEMENT - FINAL REPORT**Committee Resolution****Moved:** Ms Linda MacRae**Seconded:** Cr Tonia Dudzik

That the Audit and Risk Advisory Committee:

1. Receives and notes the Internal Audit Final Report – Review of Events Management (provided as Attachment 1).
2. Requests Council officers to implement the recommended actions as stated in the Review of Events Management - Final Report.

CARRIED

8.4 PROCUREMENT REPORT**Committee Resolution****Moved:** Ms Linda MacRae**Seconded:** Cr John Keogh

That the Audit and Risk Advisory Committee receives and notes this Procurement Report and the attached Adopted Procurement Policy.

CARRIED**8.5 QUARTERLY FINANCIAL REPORT MARCH 2020****Committee Resolution****Moved:** Cr Tonia Dudzik**Seconded:** Cr Linda MacRae

That the Audit and Risk Advisory Committee receives the Quarterly Financial Report – March 2020.

CARRIED**8.6 IMPACT OF NEW ACCOUNTING STANDARDS ON COUNCIL****Committee Resolution****Moved:** Cr John Keogh**Seconded:** Cr Tonia Dudzik

That the Audit and Risk Advisory Committee receive and note the report on the Impact of New Accounting Standards on Council.

CARRIED**8.1 ASSET MANAGEMENT UPDATE; APRIL 2020****Committee Resolution****Moved:** Cr John Keogh**Seconded:** Ms Linda MacRae

That the Audit & Risk Advisory Committee receives the Asset Management Update; April 2020.

CARRIED

12.1 VAGO REPORT; LOCAL GOVERNMENT ASSETS (ASSET MANAGEMENT & COMPLIANCE)**Committee Resolution****Moved:** Cr Tonia Dudzik**Seconded:** Ms Linda MacRae

That the Audit and Risk Committee receives this report in response to the Victorian Auditor General's Office audit report titled Local Government Assets: Asset Management & Compliance.

CARRIED**7.1 AUDIT AND RISK ADVISORY COMMITTEE CHARTER****Committee Resolution****Moved:** Cr Tonia Dudzik**Seconded:** Ms Linda MacRae

That the Audit and Risk Advisory Committee receives the Audit and Risk Advisory Committee Charter Matrix, provided as Attachment 1 to this report.

CARRIED**7.2 OUTSTANDING AUDIT AND RISK ADVISORY COMMITTEE RESOLUTION ACTIONS - THIRD QUARTER 2019/20****Committee Resolution****Moved:** Ms Linda MacRae**Seconded:** Mr Mike Said

That the Audit and Risk Advisory Committee:

1. Receives the updated status reports for the third quarter 2019-20 for the Audit Committee Resolution and Internal Audit Recommendation Actions.
2. Resolve to remove those matters identified as Internal Audit Recommendation Actions relating to workforce planning and refer management of such matters directly to the Chief Executive officer.

CARRIED**7.3 MATTERS CARRIED FORWARD****Committee Resolution****Moved:** Cr Tonia Dudzik**Seconded:** Cr John Keogh

That the Audit and Risk Advisory Committee receives and notes the Matters Carried Forward, as presented.

CARRIED

8.2 RISK AND OHS QUARTERLY REPORTS 2 (OCT-DEC 2019) AND 3 (JAN-MAR 2020)**Committee Resolution****Moved:** Cr Tonia Dudzik**Seconded:** Ms Linda MacRae

That the Audit and Risk Advisory Committee notes the Risk and Occupational Health and Safety Management Report for Quarter 2 (October to December 2019) and Quarter 3 (January – March 2020), as provided in Attachments 1 and 2.

CARRIED**8.3 REPORT ON INSURABLE RISK REVIEW ACTIONS****Committee Resolution****Moved:** Cr John Keogh**Seconded:** Cr Tonia Dudzik

That the Audit and Risk Advisory Committee receive and note update on the progress of the implementation of recommendations as a result of the Insurable Risk Review.

CARRIED**9.1 COMPLIANCE WITH LEGISLATION AND POLICIES****Committee Resolution****Moved:** Ms Linda MacRae**Seconded:** Cr Tonia Dudzik

That the Audit and Risk Advisory Committee receive the Compliance with Legislation and Policies Report.

CARRIED**9.2 SIGNIFICANT LEGAL MATTERS UPDATE****Committee Resolution****Moved:** Cr John Keogh**Seconded:** Ms Linda MacRae

That the Audit and Risk Advisory Committee receives and notes the update on Significant Legal Matters pertaining to Moorabool Shire Council.

CARRIED

10.2 STRATEGIC INTERNAL AUDIT PLAN - DRAFT - 2020/21 FOCUS**Committee Resolution****Moved:** Ms Linda MacRae**Seconded:** Cr John Keogh

That the Audit and Risk Advisory Committee defer consideration of the Strategic Internal Audit Plan - Draft - 2020/21 Focus report to the next meeting, pending the finalisation of current tender processes.

CARRIED**10.3 INTERNAL AUDIT STATUS REPORT - MAY 2020****Committee Resolution****Moved:** Cr Tonia Dudzik**Seconded:** Cr John Keogh

That the Audit and Risk Advisory Committee notes the contents of the Internal Audit Status Report – May 2020 (Attachment 1).

CARRIED**10.4 LOCAL GOVERNMENT SECTOR REPORT****Committee Resolution****Moved:** Ms Linda MacRae**Seconded:** Cr Tonia Dudzik

That the Audit and Risk Advisory Committee receive and note the report provided by Council's Internal Auditors, HLB Mann Judd, Recent Reports and Publications, as provided in Attachment 1.

CARRIED**11.1 AUDIT STRATEGY MEMORANDUM - COVID UPDATE****Committee Recommendation****Moved:** Cr John Keogh**Seconded:** Cr Tonia Dudzik

That the Audit and Risk Advisory Committee receives and notes the Audit Strategy Memorandum (Attachment 1).

CARRIED

11.2 INTERIM MANAGEMENT LETTER

Committee Recommendation

Moved: Ms Linda MacRae

Seconded: Cr John Keogh

That the attached Interim Management Letter be received by the Audit and Risk Advisory Committee.

CARRIED

13.1 VAGO CORRESPONDENCE

Committee Resolution

Moved: Cr Tonia Dudzik

Seconded: Ms Linda MacRae

That the Audit and Risk Advisory Committee receives and notes the VAGO correspondence.

CARRIED

14. MEETING CLOSURE

The Meeting closed at 5.00pm.

.....

CHAIRPERSON



MINUTES – Heritage Advisory Committee

Meeting #68 – Wednesday, 17 June 2020

10.00am – 12.00pm: Online via Microsoft Teams

1. Invited Attendees:

- Cr John Keogh (CrJK) - Moorabool Shire Council (MSC)
- Bruce Carboon (BC) - Bacchus Marsh & District Historical Society (BMDHS)
- Richard Biden (RB) - Ballan Shire Historical Society (BSHS)
- Jennifer Bantow (JB) - National Trust Geelong & Region Branch (NTGRB)
- Margaret Simpson (MS) - Blacksmith Cottage & Forge Special Committee (BCFC)
- Mal Rogers (MR) - Lady Northcote Assoc. Inc. (LNA)
- Elizabeth Fairlie (EF) - National Trust Geelong & Region Branch
- Barbara McMillan (BMc) - Bacchus Marsh & District Historical Society
- David Goldsmith (DG) - Australia Gliding Museum Inc. (AGM)
- Chris Bronchinetti (CB) - Catholic Museum (CM)
- Sarah Kernohan (SK) - Moorabool Shire Council (Chair)
- Amy Gloury (AG) - Moorabool Shire Council
- Ana Mitrov (AM) - Moorabool Shire Council
- Annabel Neylon (AN) - Moorabool Shire Council's Heritage Advisor (MHA)

Honorary Life Members:

- The Late Pat Liffman (PL)
- June Huggins (JH)

Apologies:

- Cr Paul Tatchell (CrPT) - Moorabool Shire Council
- Cherrison Lawton (CL) - Bacchus Marsh RSL (BMRSL)

2. Adoption of Pervious Minutes		Meeting # 67 - 29th April 2020
Moved:	Bruce Carboon	
Seconded:	Cr John Keogh	

3. List of Correspondence Received	
Email received - Advise of the replacement of Catholic Museum representative Ron Gurts with Chris Bronchinetti	

3. Actions	Who	Due Date	Status Report
1	AG & AM to speak to the communications team and reach out to local teachers to gain further feedback regarding a new format of the Margaret Moritz Award	AM & AG	Ongoing project OPEN Update provided at item 4.3
2	A further update of progress on the Terms of Reference (ToR) will be provided prior to the updated ToR going to a Council meeting	AM	Ongoing Project OPEN

3	Provide update at the next meeting on the progress of the Heritage Sign installations.	AM	June Meeting	OPEN Addressed at items 4.4
4	Separate meeting to be set with JB & EF to discuss the process around the National Trust Heritage Awards	AM	Before August Meeting	OPEN
5	Write a short article for Moorabool Matters on the appointment of Moorabool Shire Council's Heritage Advisor and the services and functions of the role and the National Trust Victorian Tree of the Year competition.	AM	Before 29 July deadline	OPEN - NEW
6	Strategic Planning to speak with Statutory Planning to provide an update on the works done and proposed at the site next to the blacksmith cottage (Inverlochy)	SK	Aug Meeting	OPEN - NEW
7	CB, RB & DG to send through information from their societies for further development of the heritage trail map	CB, RB & DG	Aug Meeting	OPEN - NEW
8	AG to provide an updated meeting calendar to all members	AG	To be sent with the Min	OPEN - NEW
9	Have Environment Health team contact BC and MS and provide information on COVID19 requirements in relation to Council owned buildings.	SK	ASAP	OPEN - NEW
10	Provide List of any properties that are being removed or changed on the WMHS to the committee	AM	June Meeting	COMPLETED Addressed at item 4.2 Sent as part of minutes
11	Heritage Advisor, Annabel Neylon to be invited to attend the next meeting to provide an update on the WMHS and provide an overview of the types of planning applications that she is advising on.	AM	June Meeting	COMPLETED Addressed at items 4.1 and 4.2
12	Link to subscribe to the new Moorabool Shire newsletter, Living Heritage Program & Updated Meeting Dates to be sent to members with the April Meeting Minutes	AG	Send with Minutes from April Meeting	COMPLETED Sent with Minutes
13	AM to provide cut off dates to David for inclusion of his article in the Spring edition of the Moorabool Matters.	AM	ASAP	COMPLETED Email Sent 04/05/2020
114	Send a letter of condolence from the Committee to Dennis' family and the Bungaree and District Historical Society	SK/AG	ASAP	COMPLETED sent 18/5/2020

<p>4. Business Arising:</p>
<p>4.1 Moorabool Shire Council's Heritage Advisor Role - AN</p> <p>AN provided an overview of what her role is at Council, services offered as a free service to any resident with a property with an existing or proposed heritage overlay or at the Council's discretion. MHA role to be included in the updated ToR as a required Member of the Heritage Advisory Committee and AN to be included in the meeting invitations in her capacity as the MHA.</p>
<p>4.1.1 Overview of Planning applications</p> <p>AN Indicated that the planners are very keen to learn and gain knowledge from her</p> <ul style="list-style-type: none"> - Worked with the RSL on the ongoing design of the proposed art installation in the Avenue of Honour - Worked with the Holy Trinity Anglican Church in Bacchus Marsh and the planning department to fix damage caused by birds to the timber belfry above the tower to achieve a favourable outcome that does not change the aesthetic of the building just the internal structural needs <p>Action: Strategic Planning to speak with Statutory Planning to provide an update on the works completed and future proposed works at the site next to the blacksmith cottage (Inverlochy)</p> <p>It is noted that there is a need to complete a heritage overlay gap study to ensure that properties do not slip through the gaps but that this will be look at some time in the future.</p>
<p>4.2 West Moorabool Heritage Study (WMHS) amendment - AN</p> <p>AN provided an Overview of the review of the sites currently included in the WMHS report including a list of sites to be removed from the study (List attached)</p>
<p>4.3 Margaret Moritz Award – AM & AG</p> <p>AM & AG provided an update of conversations had with teachers on how to link the project into the school curriculum</p> <p>No objection to the Change of the name from Margaret Moritz Award to <i>Margaret Moritz Project</i></p> <p>AM & AG to continue work on this project with an update to be provided at the next meeting</p> <p>CB noted (via email after the meeting as there were technical issues during the meeting that were preventing CB from participating in discussions) that there is no need to have the project named as a memorial and it should be noted that Margaret was not just about young children knowing history, she was a great advocate for heritage, she was part of the Moorabool Cultural, Historical and Arts Development(CHAD) Advisory Committee working group and helped get the HAC going suggestion that the project should be split the have a Junior School Project and a Senior School project.</p>
<p>4.4 Promotion of Heritage in Moorabool - AM</p>
<p>4.4.1. Bacchus Marsh Heritage Trail</p> <p>AM advised that there an opportunity to include the trails for both the Bacchus Marsh and Ballan Heritage trails in an interactive map on the council website</p> <p>Action: CB, RB & DG to send through information from their societies for further development of the map</p> <p>CB – requested that the Catholic Museum of Bacchus Marsh be included in the heritage trail map</p>
<p>4.4.2 Heritage Sign installations</p> <p>SK advised that discussions are being held at the Executive level of Council on how to progress this project.</p>
<p>4.5 Heritage Controls in Maddingley Park - AM</p> <p>AM answered the queries raised the previous meeting regarding the ownership and heritage controls for Maddingley Park. A copy of the Citations will be provided with these minutes.</p>
<p>4.6 National Trust Victorian Tree of the Year competition - AM</p> <p>AM advised that the Avenue of Honour won the National Trust Victorian Tree of the Year competition for 2020</p> <p>Action: Article to be drafted about the win and the significance of the Avenue on Honour</p> <p>AN suggested that a grant application for the Living Heritage Grants program be drafted to create a conservation management plan to provide for the conservation and manage of the Avenue of Honour. AN noted several concerns with the Avenue, including car parking under the trees, and ploughing of the land, both of which can cause damage to the tree roots.</p>

5. General Business	
5.1 Meeting Dates for 2020 - AG	
AG Provided advice that the meeting dates for 2020 have changed again due to Local Government Election Caretaker Period, Action: AG to provide an updated meeting calendar to all members	
5.2 Blacksmiths cottage update	
MS & BC asked about the COVID-19 guidelines around re-opening Shire owned properties Action: Have Environment Health team contact BC and MS and provide information on COVID19 requirements in relation to Council owned buildings.	
MS Advised that the proposed date for re-opening the Book barn is the first weekend in July and for the Cottage it is the end of August	
5.3 Bacchus Marsh Historical Society archive still closed due to COVID-19	
BC advised that the Tentative date to reopen the Historical Society archive is 9 September 2020	
6. Reports received from Committee Members	
CB - Catholic Museum of Bacchus Marsh (Attached)	
Meeting Closed – 12.14PM	
7. Next Meeting	
19 August 2020 10.00am -12.00pm – Online via Teams	
8. Attachments:	
1.	HAC meeting presentation 170620
2.	HERITAGE ADVISORY COMMITTEE MEETINGS DATES 2020
3.	List of Proposed Changes to the West Moorabool Heritage Study
4.	Maddingley Park Citation
5.	Bacchus Marsh Lawn Tennis Club Inc. citation
6.	BMCM - HAC Report June 2020

Attachment 1.



Heritage Advisory Committee

68th Meeting
Moorabool Shire Council
17 June 2020

2 Adoption of previous minutes

- Adoption of previous minutes from the HAC meeting on 29 April 2020





3 Correspondence

Nil





4 Business Arising



4.1 Heritage Advisor Role

- 4.1.1 Heritage Advisor Role
- 4.1.2 Overview of Planning Permit Applications



4.2 West Moorabool Heritage Study Amendment

- We are conducting site visits in Bungaree and Wallace, Blackwood, Mount Egerton and Ballan
- Citations are being reviewed
- Some properties will be added to the Amendment



4.3 Margaret Moritz Award

- We reached out to local teachers and received some good feedback
- Idea/suggestion was 'M. M. Virtual Tours'- 4 narrated walk through tours
- Video recordings of historical sites throughout the Shire



4.4 Promotion of Heritage in Moorabool

- Redesign of the BM heritage trail
- Opportunity to create an interactive map

BACCHUS MARSH Heritage Trail		
<p>The knowledge of Bacchus Marsh is situated in the valley of the Loddon and Loddon (and Rivers), an area renowned for its fertility and geological significance. Bacchus Marsh Centre was the first white building in the valley, and in 1840, it was the first building on the banks of the Loddon River and the first town built by the Bacchus Marsh Goldfields.</p> <p>In 1838, 1839 and 1840, the first three goldfields were discovered in the Bacchus Marsh area.</p> <p>Follow the Heritage Trail to see an insight into the town's history.</p>	<p>2. Bill's Home (roughly 200 Main Street)</p> <p>The image outside the Royal Hotel, now known as the Corner of Bank and George Sts. The room was to be treated, worked on for some time, but it was not to be used for the rest of the town and other buildings.</p>	<p>6. Bacchus Marsh Courthouse (200 Main Street)</p> <p>Between 1838 and 1840, the town was built for gold mining. At the time, it was a Crown Land Survey office, built by the Goldfields Surveyors.</p>
	<p>3. Memorial to South William Volunteers (200 Main Street)</p> <p>The memorial is a monument to the soldiers who served in the South William Volunteers, a unit of the Victorian militia, during the 1850s.</p>	<p>7. Police Cells & Residence (122 Main Street)</p> <p>The cells were relocated here from the Police Station in Mooroopna. There is a small museum (the Police Station) in Mooroopna for the area, which is a good starting point for the trail.</p>
<p>1. The Avenue in Mooroopna (1840)</p> <p>The Avenue in Mooroopna is a beautiful street, lined with trees and flowers. It was built in 1840, and is a good starting point for the trail.</p>	<p>4. ANA Building (122 Main Street)</p> <p>The building is a good example of the architecture of the time. It was built in 1840, and is a good starting point for the trail.</p>	<p>8. James's Garage (122 Main Street)</p> <p>James's Garage was built in 1840, and is a good starting point for the trail.</p>
<p>5. Banker's Office (122 Main Street)</p> <p>The Banker's Office was built in 1840, and is a good starting point for the trail.</p>	<p>9. Lane Five Memorial (25-35 Street Street)</p> <p>The Lane Five Memorial is a good example of the architecture of the time. It was built in 1840, and is a good starting point for the trail.</p>	



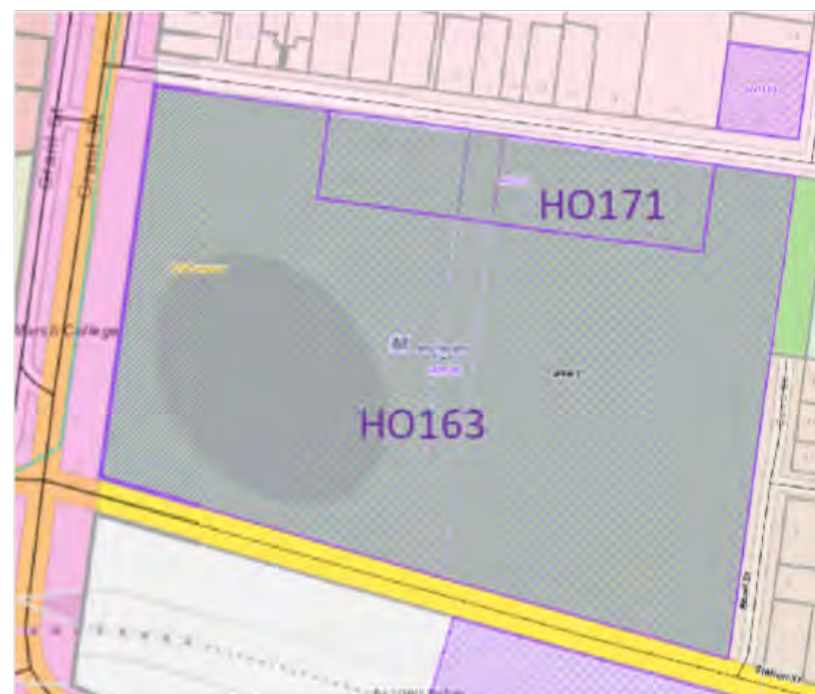
4.4 Promotion of Heritage in Moorabool

- Heritage signs update



4.5 Heritage Controls in Maddingley Park

- HO163- covers whole Maddingley Park and Gates. It's owned by DELWP.
- HO171- covers Bacchus Marsh Lawn Tennis Club Inc (Taverner Street side of the park), owned by MSC



4.6 National Trust Victorian Tree of the Year

- The Avenue of Honour won the 2020 National Trust Victorian Tree of the Year Competition
- Council has promoted the win on Facebook page, community e-newsletter, Economic development newsletter, Council intranet.



6 Reports from Committee Members

- Geelong and Region Branch national Trust Report
- Reports are to be emailed to Council prior to the meeting. This should take place seven days prior to the Committee meeting.





5 General Business



5.1 Meeting Dates for 2020

DATE	VENUE	TIME
Wednesday 12 February 2020 (Workshop)	James Young Room 1, Lerderberg Library, Bacchus Marsh	10.00am – 12.00pm
Wednesday 29 April 2020	Online/via phone	10.00am – 12.00pm
Wednesday 17 June 2020	Online/via teams/ phone	10.00am – 12.00pm
Wednesday 19 August 2020	location to be advised	10.00am – 12.00pm
Wednesday 21 October 2020 CANCELLED	location to be advised	10.00am – 12.00pm
Wednesday 18 November 2020 (MEETING DATE ADDED)	location to be advised	10.00am – 12.00pm
Wednesday 16 December 2020	location to be advised	10.00am – 1.00pm



7 Close

- Location of the next HAC meeting to be advised. It depends on the COVID-19 status.



Attachment 2.



HERITAGE ADVISORY COMMITTEE MEETINGS 2020

DATE	VENUE	TIME
Wednesday 12 February 2020 (Workshop)	James Young Room 1, Lerderderg Library, Bacchus Marsh	10.00am – 12.00pm
Wednesday 29 April 2020	Online/via phone	10.00am – 12.00pm
Wednesday 17 June 2020	Online/via teams/ phone	10.00am – 12.00pm
Wednesday 19 August 2020	Online/via teams/ phone	10.00am – 12.00pm
Wednesday 21 October 2020 CANCELLED	location to be advised	10.00am – 12.00pm
Wednesday 18 November 2020 (MEETING DATE ADDED)	location to be advised	10.00am – 12.00pm
Wednesday 16 December 2020	location to be advised	10.00am – 1.00pm

Mail PO Box 18 Ballan Vic 3342
Ballan 15 Stead St Ballan
Bacchus Marsh 215 Main St Bacchus Marsh
Darley 182 Hallecks Way Darley

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Attachment 3.

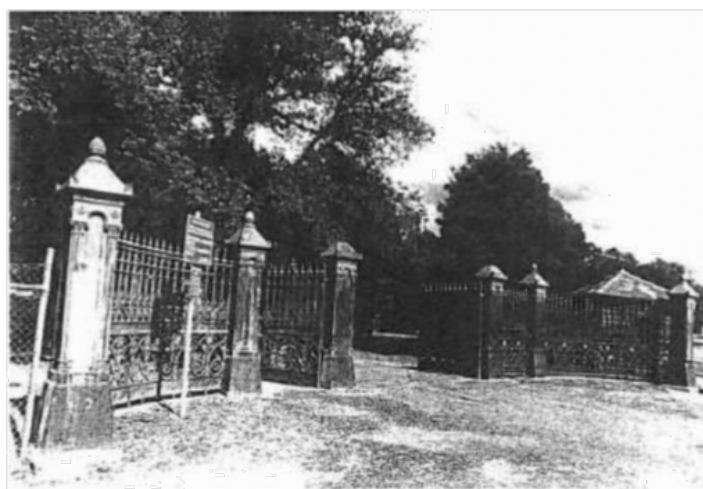
List of Proposed Changes to the West Moorabool Heritage Study Report

Name of the property	Address	Proposed Change	Significance
Elm Tree	81 Edols Street, Ballan	Replacing 'vacant land' with 'Elm Tree'	Contributory in the Fisken Street heritage precinct Ballan
Modern buildings (replaced an old shop and dwelling)	22 & 22A Fisken Street and Steiglitz Street, Ballan	Changing from contributory to non-contributory	Non-contributory in Fisken street heritage precinct
Theresa Graham Memorial	Road reserve outside 25 Fisken Street Ballan	Changing from Tree Brown Ash to Pin Oak, as correctly identified	Contributory in the Fisken Street heritage precinct Ballan
Dwelling	34 Inglis Street, Ballan	Damaged by fire	Need to discuss with the authors of the study
Caledonian Park	Ballan Greendale Road, Ballan	Remove - not sufficient fabric to contain a HO.	
Dwelling	37 Main Street, Gordon	demolished	
Dwelling	53-55 Inglis Street, Ballan	Remove - citation doesn't meet threshold	
Dwelling	14 Victoria Street, Blackwood	Remove - has been significantly modified/built onto	

Attachment 4.

HERITAGE CITATION REPORT

Name Maddingley Park
Address cnr Grant Street and Taverner Street BACCHUS MARSH
Place Type Urban Park
Citation Date 1995



Maddingley Park

Recommended Heritage Protection VHR - HI - PS -

History and Historical Context

The police paddock at Maddingley was used by the police from the 1850s. In 1869, several Bacchus Marsh residents moved to have the police paddock at Maddingley reserved for recreational purposes. In 1872, trustees were appointed, and in the following year, the area was leased to the grazier, Edward Sloss, and in return, he erected a fence and entrance gates and allowed public access. In October 1884, the reserve was named Maddingley Park, on 12 November 1836, it was gazetted as a public reserve, and in 1887, a caretaker was appointed to develop the area as a pleasure gardens: a place for relaxation and peaceful contemplation. Trees were planted, footpaths were formed and lighting installed. This development provided the occasion for private benefaction. A D. Hodgson donated a fountain, and William Grant donated a concrete eagle sculpture, which formed the centrepiece of a large lake. The family of George Dickie donated a memorial band rotunda, designed by D.A Little, and erected by local contractor, J.F. Taylor.

The completion of the railway to Bacchus Marsh in 1887 made Maddingley Park a popular destination for picnickers from Melbourne: 'It was not uncommon' recalled one old resident 'for two large special trains to be lined up at the station, pouring out the living freight who on the grassy sward and cooling shade will spend the day drinking in the beauty of the scene.,2

In 1921, a shelter seat was erected by the Trustees in honour of local women who raised over £ 1,000 (\$2,00) for the

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HERITAGE CITATION REPORT

Park,³ In the following year, the Australian Natives Association erected park gates as a memorial to the fallen soldiers of the district. The cast iron gates were purchased for less than £ 200 (\$400) from the owners of the 'Labassa', now at 2 Manor Grove in Caulfield, Melbourne, who intended subdividing the estate for sale as suburban allotments: Originally purchased in the 1880s, the gates were manufactured by

W. Macfarlane & Co., and imported into Australia for £ 800 (\$1,600)'

By 1880, William Mcfarlane's Saracen Foundry in Glasgow was exporting iron buildings worldwide. The Macfarlane company produced beautiful catalogues of integrated opponents which could be ordered by mail order."

In 1888-90 'Labassa' 7 (then called 'Ontario') was redeveloped to the design of John AB. Koch, architect, by its wealthy and flamboyant owner, Alexander William Robertson, half owner of the Cobb & Co. transport and mail contracting company.

As the Bacchus Marsh Express boasted the cost of the bluestone foundations was the same as that of the gates. " These were re-erected at Maddingley Park by George Rowsell, painted gold and moss green, the A.N.A. colours, and officially opened on 26 February 1922.

Other twentieth century developments included the erection of the T.G. and E. Pearce Memorial Gates in 1922 and the erection of a cast iron palisade fence around the oval in 1952.⁹ Administration of Maddingley Park was vested in the Bacchus Marsh Shire Council on 9 September 1935

References:

1 Rossimel , 'The Hierarchy of Community' pp.18-20

2 Williams , *A History of Bacchus Marsh and its Pioneers*, p.S; see also Joyce Lane's recollections in Carom, Bacchus Marsh by Bacchus Marsh pp.337-338 .

3 Moore & Domes, *Bacchus Marsh: A Pictorial Chronicle* p.164 .

4 *Bacchus Marsh Express*, 8 October 1921.

5 Ibid.. 21 October 1921.

6 J Hix, *The Glass House*, Phaidon Press, London 1974, p. 107.

7 Ian & Roslyn Coleman, *Labassa Conservation Analysis Report*, National Trust of Australia (Victoria) 1994, pp.8, 25, 67 & 70.

8 Ibid 3 September 1921.

9 Ibid 4 August 1977.

Relevant Historical Australian Themes

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HERITAGE CITATION REPORT

Community life/ Townships/ Commemorating.

Description

Physical Description

A public parkland reserve, containing various sporting facilities, memorials, garden elements, furniture and planting. There appears to be no unifying design. The various elements are described individually:

1. Soldier Memorial (ANA) Entrance Gates. Large, elaborately decorated cast and wrought-iron vehicular gates, flanked by pedestrian gates and these flanked in turn by curved sections of matching fence, all of uniform height. The six posts are built up of cast iron plates, fixed together. They have a splayed base, stylised Composite order pilasters linked by an arch, with rosettes in the spandrels and an entwined vine-leaf frieze, with corner acroteria, pyramidal top and a stylised bud finial.

The gates and fence are generally wrought-iron and have a base and dado frieze, with a *cyma reversa* motif; the dado studded. The dado panel between has a sunflower motif in cast-iron, with curlicues. Spearheads (cast-iron) are round. The maker's mark, a flat triangle in shape, is embossed on each panel of the post sides. A vertical diamond symbol, with identifying numbers and letters, is embossed on the vertical stem of the sunflowers.

The name "W. Macfarlane & Co. Glasgow" is embossed on the post shaft, base and each fence panel on the second lowest rail (but not on the gates). The gates have no marks at all, nor do the locks, which survive. The brass plaque was made by "P.I. King, Melbourne".

2. Ticket Office. A square weatherboard timber pavilion, with a slate hip roof; with terra-cotta capping and finial.

3. Seating canopies. There are two types surviving. One has a diamond-shaped hip roof with a hexagonal seat plan, supported by six timber posts. The other is a gable roof with crude finials, supported on two pairs of posts, with seats back to back.

4. Cast-iron palisade fence. This surrounds the perimeter of the cricket oval. It has cast-iron diamond-section balusters, with wrought-iron ring-motif frieze, between flat rails. The number of balusters between posts varies. These have the same section, but formerly had a major finial. All balusters had finials, but none survive. The fence rises in a curve at the pedestrian gates, which are simpler, mild steel between timber posts. There are square iron posts at the ends of panels, each 36 balusters long (4,060=) and 1,030= height. The fence is now all set in a concrete base.

5. Bandstand Rotunda. This is octagonal, elevated and with a hip-roof. The masonry base is unfinished (once roughcast?). There is a fine cast-iron lace balustrade, with a Greek-derived strapwork pattern, with a frieze of circles above and below. Cast-iron round posts are a form of Doric with an egg and dart mould over the capital. There are cast-iron lace brackets and valance over a timber rail, both in a pattern matching the balustrade. The ceiling is lined with beaded boards on the rake. There is a foundation stone, timber steps and a finial.

6. Pavilion Shelter. A cruciform plan, gable-roofed timber building with open sides. It has large wavescroll fretwork barges, is supported on twenty slender Corinthian cast-iron posts, and has four tall, turned timber finials, on gable-ends. The roof is unlined. It is noted that the side gables are steeper pitch to accommodate their narrower width.

7. Concrete seating. Numerous mushroom-shaped, octagonal or rectangular plan, c1950s pre-cast concrete seats and tables.

HERITAGE CITATION REPORT

8. Memorial cast-iron gas law-standard. It has a square panelled pedestal, supporting a Doric column with an octagonal top over the capital. It bears a memorial brass plaque.

9. High cypress hedge, over post and rail fence, with pickets. The timber pickets have gabled heads and there is barbed wire between the three rails. Rails and posts are split timbers.

10. The T.G. & E. Pearce Memorial Gates. These are metal ribbon and tubular steel gates, with pre-cast concrete posts. The general arrangement is similar to the AN.A gates, but expressed in simpler twentieth century materials. The vehicular gates are topped with cast letters. At left is a crimped woven-wire fence, with timber rails with a barbed wire top. Set in the hedge on Grant Street is a similar pedestrian gate (IOA).

11. Grotto and Fountain. Granite rubble with apertures are shaped to rustic, rocky effect, over a base structure of brickwork, reinforced concrete and with a steel-angle frame.

12. Wrought-iron seats. There are two seats, formed of timber slats supported by flat metal curlicues, riveted together. There are also looped metal rod waste-bins. four of these are located near the main entrance.

13. Victorian Memorial Tree and Plaque. *Rei: 356*

14. Vietnam War Memorial. Peach tree, with plaque mounted on stone, located near Bond Street.

Physical Condition

CONDITIONS & THREATS: Generally the condition of the elements described is very good. The shelter is in particularly good condition. The only exception is the grotto which is in poor condition and urgently needs maintenance and repair.

Usage / Former Usage

USE: Public parkland.

PREVIOUS USE: Police paddock

Intactness

Most of the elements described are particularly intact.

1. Memorial Gates. The central posts lack their tall finials. The locks are inoperative.

2. Ticket Office. The finial is truncated.

3. Seating Canopies. The rectangular seat has a steel deck roof. the diamond shaped seat has corrugated steel. Originally they were roofed with asbestos cement ("") diamond shaped shingles.

4. Palisade fence. All balustrades lack finials. presumably for the safety of players.

5. Grandstand Rotunda. The finial is truncated,

HERITAGE CITATION REPORT

8. Lamp standard. This lacks its lamp, and presumably its gas connection.

10. Post and rail fence. A particularly intact example.

11. Grotto and Fountain . There is no sign of the fountain and the grotto lacks much of its granite decoration. The following elements, photo graphed in the gardens. no longer exist there:

1. Sundial, within fence.

2. Topiary.

3. Timber grandstand.

4. Timber tennis club pavilion.

5. Lake with water lilies.

6. Rustic bridge over the lake.

7. Canon and shells.

8. Fountain, within fence. four urns on pedestals and eight urns within the fountain enclosure.

9. Concrete eagle sculpture , centrepiece for the lake.

10. Topiary.

11. Rustic seating, beside avenues of trees

Physical Description

Landscape and garden. Victorian park with mature exotic and indigenous trees. The park is dominated by active recreation pursuits such as the football oval, tennis courts, and netball courts. Areas of the park have obviously been planted with avenue trees and others with individual specimens.

Plant species include:

Ulmus procera, Phoenix canariensis, Eucalyptus camaldulensis, Cupressus sempervirens, Platanus orientalis, Fraxinus excelsior, Schinus molle, Araucaria bidwillii, Pinus radiata, Grevillea robusta, Lophostemon confertus, Pittosporum undulatum, Quercus robur, Acacia baileyana

English Elms, Canary Island Palm, River Red Gum, Italian Cypress, Oriental Plane, English Ash, Peppercorn Tree, Bunya Bunya Pine, Monterey Pine, Silky Oak, Brush Box, Sweet Pittosporum, English Oak, Cootamundra Wattle

Comparative Analysis

COMPARATIVE ANALYSIS:

Maddingley Park
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1. No gates in Bacchus Marsh are more impressive. Comparable to late nineteenth century gates from Nareeb at the Botanic Gardens; Rupertswood, Sunbury; Como, South Yarra, etc.

4. Palisade fence. The Melbourne Cricket Ground has a similar fence. Similar fences are at 6 (ref 225) and 22 (ref 231) Lerderberg Street.

5. Bandstand Rotunda. Numerous municipal bandstands survive throughout Victoria, at: Bairusdale, Ballarat, Beaufort, Dimboola, Fitzroy, Footscray, Geelong, Maryborough, Mildura. Teraug and Tra ralgon. Of these, this is one of the more fine and intact.

8. Ordinary cast iron gas street lamp standards are now relatively rare in Victoria (many recent replicas have been erected however, which is not quite the same thing.) Examples: lake Daylesford; Bromby Street, South Yarra; Harrison Crescent, Hawthorn; Orrong Road, Toorak; None of these have their gas lamps intact. It seems that it is only in more elaborate examples that the lamp itself still survives.

11. Grottos are relatively rare in Victoria. The best is a Rippon Lea, Elsteruwick; others are at Werribee Park, Linlithgow Avenue, the Royal Botanic Gardens, Melbourne, and at Sacred Heart, Rathdowne Street, Carlton.

Overall: Comparable significant municipal public parkland reserves in the region include: Footscray Park (1912); Queens Park, Moonee Ponds (1889); Williamstown Botanic Gardens (1860).

Statement of Significance

Maddingly Park is the major public parkland and recreation reserve in Bacchus Marsh. Although it no longer has a unifying design, a number of elements are significant individually. It is planted with mature avenue trees and individual specimens. It was developed from 1887.

It has regional historical significance for its association with social and sporting developments in community life and it has social significance as a traditional community and visitor focus and meeting place as well as a landmark, illustrated on representative views including postcards. It has further historical significance to the town and the region as containing elements which offer a representative embodiment of a way of life and its social values, particularly of the period 1887-1952 and in demonstrating the effect of local government action in providing for the recreational needs of a rural municipality and region.

It has aesthetic significance to the town in revealing beauty in its plantings and elements and it has regional architectural significance as a relatively intact example of a surviving nineteenth and early twentieth century municipal garden. Finally its various commemorative elements demonstrate associations with important and influential figures in the town.

HERITAGE CITATION REPORT

Recommendations 1995

External Paint Controls	-
Internal Alteration Controls	-
Tree Controls	-
Fences & Outbuildings	-
Prohibited Uses May Be Permitted	-
Incorporated Plan	-
Aboriginal Heritage Place	-

Attachment 5.

HERITAGE CITATION REPORT

Name Bacchus Marsh Lawn Tennis Club Inc.
Address Taverner Street BACCHUS MARSH
Place Type Sports Club
Citation Date 1995



Bacchus Marsh Lawn Tennis Club Inc.

Recommended Heritage Protection VHR - HI - PS Yes

History and Historical Context

Built in 1857-58, the Maddingley Court House is an early building by the Public Works Department of Victoria, which had been formed in 1856. It appears to have closed as a Court House by 1858 when the Bacchus Marsh Court House (ref: ISI) was constructed. It remained disused or may have been used by the police until on 25 September 1866 it was purchased by the Bacchus Marsh and Maddingley Road District Board for £ 100 (\$200) with 2V. acres(1ha) of the surrounding park for £9 (\$18).'

And so it was used after 1866 as the offices of the Bacchus Marsh and Maddingley Road District. In 1871 this was wound up and the Shire established. This met here until the new

Shire Offices were opened in Main Street in 1896 In 1891, the building was converted for use as a residence for the curator of Maddingley Park.3 Administration of the park was vested in the Bacchus Marsh Shire Council in 1935, thus clearing the way for the council, in 1957, to hand the building over to the Tennis Club. It was substantially enlarged for use as tennis clubrooms.

The formation of a lawn tennis club was discussed at a meeting of trustees

Park in June 1895: A site was soon chosen, and in January 1896, a lawn tennis court was opened for public use.' By

Bacchus Marsh Lawn Tennis Club Inc.	11-Mar-2015	11:12 AM
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HERITAGE CITATION REPORT

1935, there were three grass courts and two hard courts, served by a weatherboard clubhouse. Soon, an additional eleven grass courts were opened, and in 1957, the old Maddingley Court House, was acquired as club rooms"

References:

1.J. Lloyd, *The Road District Years*, p.81.

2 Moore & Oomes, *Bacchus Marsh: A Pictorial Chronicle*. p.53; Lloyd, *The Road District Years*, p.81. No architectural drawings or PWD Contracts book records survive. Frances O'Neill, "Survey of Historic Courthouses", Department of Planning & Development, 1990, Data sheet.

3. The five year discrepancy has not been explained. It is not known where the Shire Council held meetings from 1891-96, possibly at the Mechanics' Institute (demolished).

4 *Bacchus Marsh Express*, 22 June 1895

5. Ibid., 21 December 1895.

6 Camm, *Bacchus Marsh by Bacchus Marsh*, p.261

Relevant Historical Australian Themes

Governing! Community life.

Description

Physical Description

A stone Classical building with hip roof and eaves. The stone is dressed with quoins at corners; there is a smooth band at cornice-height and dado (on the north and extreme west elevation only). In the centre of the north elevation is a fine stone architrave moulding to a round headed door opening (now sealed). This has a keystone and the mould terminates in stops. There are three chimneys with Classical mouldings. Only about a third of the elevations were visible.

Physical Condition

CONDITIONS & THREATS: Good(?). There is some cracking at cornice level in the north-west corner. Introduction of institutional services has damaged the stonework. There is some erosion of the lower stone surfaces. The opening sealed with brickwork is reversible and the timber additions may be removed

Usage / Former Usage

USE : Private sports club.

HERITAGE CITATION REPORT

PREVIOUS USE: Court house ; Municipal offices; Gardens curator's residence.

Intactness

INTACTNESS: Good(?). There are major timber additions on all sides in the form of an infilled verandah, below eaves level. The former front round headed opening is sealed with brickwork. Behind these additions the degree of intactness is unknown. Was the original courthouse the north-west section only (shaded).

SIGNIFICANT INTACT ELEMENTS:

MATERIALS. FORM. FACADE. 0

CHIMNEYS. WALL DECORATION. DOORS. ? WINDOWS. ?

Comparative Analysis

COMPARATIVE ANALYSIS:

Apparently a very unusual courthouse plan, perhaps unique in Victoria. Dressing of stone is similar to the Bacchus Marsh Courthouse.

Statement of Significance

An unusual Court House designed by the recently formed Public Works

Department and built in 1857-8, but closed in 1858 to be replaced by the Bacchus Marsh Court House in Main Street, then subsequently used as Municipal offices by the Bacchus

Marsh and District Road Board and the Shire Council until 1896(?). It is the earliest government building in the municipality: the first courthouse as well as the first office of municipal government.

It is of regional historical significance for its association with judicial and municipal development in the early settlement, and in demonstrating the effect of early government action.

It is of regional architectural significance as a very early work of the recently formed Public Works Department in Victoria. It is a representative, if unusual, example of a very early courthouse building and a rare relatively intact survival of this building type.

More recently it has acquired local historical significance associated with sporting and social developments in community life and social significance. Throughout its life as a public building over 140 years as a traditional community focus and meeting place.

HERITAGE CITATION REPORT

Recommendations 1995

External Paint Controls	-
Internal Alteration Controls	-
Tree Controls	-
Fences & Outbuildings	-
Prohibited Uses May Be Permitted	-
Incorporated Plan	-
Aboriginal Heritage Place	-

Catholic Museum of Bacchus Marsh
Convent Lane, Bacchus Marsh.
Postal Address: C/ St Bernard's
Catholic Church, 61 Lerderderg St,
Bacchus Marsh. Vic 3340.

Attachment 6.



Dear Amy,

This is the report for the HAC Meeting from the Catholic Museum of Bacchus Marsh.

The Museum started a facebook page back in January and to date we have 92 people following and commenting on posts. We started this to coincide with the opening for the National Trust Heritage Month that we were to be opening for two Sundays.

The facebook page is called Catholic Museum of Bacchus Marsh.

There are five senior parishioners who have been on the Committee and or volunteers who are now looking at slowing down, they have kept the Museum going for the past twenty years, but would like to retire.

Back in November 2019 we had a few new people(ex St Bernard's School mums) join the team at the Museum where we cleaned and decluttered the Museum. Plus we had a working bee in the garden.

We have tried to find current St Bernard's School mums and dads who may like to join us, but nothing as yet. But we will keep putting notices in the School Newsletter for interested people.

We have also been on the lookout for a Grant to take off the 1980's carpet that was put on top of the original wooden floor boards. The project to end with the floor boards to be sanded back and revarnished.

The Museum took part in the Sth Ballarat Rotary Raffle in Febuary, where the Museum could keep 80% of each raffle ticket we sold and so with that money we made, the Museum plans to purchase more display cabinets.

To date with the Coronavirus lockdown we have not been in the building. Depending on lockdown restrictions we may not be open again until later in the year.



MINUTES – Heritage Advisory Committee

Meeting #69 – Wednesday, 19 August 2020

10.00am – 12.00pm: Online via Microsoft Teams

1. Attendance, List of Honorary Life Members & Apologies	
Attendees	
<ul style="list-style-type: none"> • Cr Paul Tatchell (CrPT) - Moorabool Shire Council (MSC) (Co-Chair) • Cr John Keogh (CrJK) - Moorabool Shire Council • Bruce Carboon (BC) - Bacchus Marsh & District Historical Society (BMDHS) • Richard Biden (RB) - Ballan Shire Historical Society (BSHS) • Jennifer Bantow (JB) - National Trust Geelong & Region Branch (NTGRB) • Margaret Simpson (MS) - Blacksmith Cottage & Forge Special Committee (BCFC) • Chris Bronchinetti (CB) - Catholic Museum (CM) • Elizabeth Fairlie (EF) - National Trust Geelong & Region Branch • Barbara McMillan (BMc) - Bacchus Marsh & District Historical Society • David Goldsmith (DG) - Australia Gliding Museum Inc. (AGM) • Sarah Kemohan (SK) - Moorabool Shire Council (Co-Chair) • Amy Gloury (AG) - Moorabool Shire Council • Ana Mitrov (AM) - Moorabool Shire Council • Annabel Neylon (AN) - Moorabool Heritage Advisor (MHA) 	
Honorary Life Members	
<ul style="list-style-type: none"> • The Late Pat Liffman (PL) • June Huggins (JH) 	
Apologies	
<ul style="list-style-type: none"> • Cherrison Lawton (CL) - Bacchus Marsh RSL 	

2. Adoption of Pervious Minutes		Meeting # 68 - 17 th June 2020
Moved:	Cr John Keogh	
Seconded:	Richard Biden	

3. List of Correspondence Received	
Emails Received (Attachment 2.)	
1	Gliding Museum Moorabool Matters Article - DG
2	Heritage Advisory Committee Meeting - CB AG
3	Heritage Study lacking in one respect Email 1 - CB
4	Heritage Study lacking in one respect Response - AM
5	Information on Registered Aboriginal sites - AN CB AG
6	Moorabool Safety Officer Contact - BC MS SK
7	Removal of date palms - MS SK

4. Actions	Who	Due Date	Status Report
1	AG & AM to speak about the Margaret Moritz Project	AM & AG	Ongoing project OPEN Update provided at item 4.3
2	A further update of progress on the Terms of Reference (ToR) will be provided prior to the updated ToR going to a Council meeting	AM	Ongoing project OPEN

3	Provide update at the next meeting on the progress of the Heritage Sign installations.	SK	Nov Meeting	OPEN Addressed at item 4.5
4	CB, RB & DG to send through information from their societies for further development of the heritage trail map	AM & AG	Nov meeting	OPEN separate section identifying societies and museums to address security concerns
5	Officers to prepare a briefing note and costing for full gap analysis of heritage across the Shire	AM & SK	Nov Meeting	OPEN - New
6	Officers to develop a watch list of properties at risk of demolition by neglect & committee members to advise of properties to be included	AM & SK	Nov Meeting	OPEN - New
7	link to the VHD website to be added to the heritage page	AG	Nov Meeting	OPEN - New
8	AG to provide an updated meeting calendar to all members	AG	To be sent with the Min	COMPLETED Sent with Minutes
9	Separate meeting to be set with JB & EF to discuss the process around the National Trust Heritage Awards	AM	Before August Meeting	COMPLETED Scheduled for 18 August 2020 Addressed at item 4.7
10	Write a short article for Moorabool Matters on the appointment of Moorabool Shire Council's Heritage Advisor and the services and functions of the role and the National Trust Victorian Tree of the Year competition.	AM	Before 29 July deadline	COMPLETED <i>link to Moorabool matters online to be provided with the minutes (Link 2.)</i>
11	Strategic Planning to speak with Statutory Planning to provide an update on the works done and proposed at the site next to the blacksmith cottage (Inverloch)	SK	Aug meeting	COMPLETED Addressed at items 4.4
12	Have Environment Health team contact BC and MS and provide information on COVID19 requirements in relation to Council owned buildings.	SK	ASAP	COMPLETED

5. Business Arising:

4.1 - Heritage Studies Content - AN

4.1.1 - Original colour schemes information in heritage studies

AN noted that colour scheme requirements are not normally included in a heritage study's *Copy of colour scheme guide from Port fairy and Maldon to be provided with minutes for reference (Attachments 3. & 4.)*

4.2 - West Moorabool Heritage Study (WMHS) amendment update - AN

AN provided an update (refer to Slide 6)

Question raised as to why Greendale was not included – there is a list in the WMHS of areas that were not included in the study but would be a priority to be conducted.

Action – Officers to prepare a BN and costing for full gap analysis of heritage across the Shire

4.3 - Margaret Moritz Project - AM & AG
4.3.1 - First heritage place for the project
AM outlines the two options for the first place to be the projects focus – refer to slide 7 Preference from MS & BC would be option 1. As there is not much information currently available online regarding this. It was suggested to try and find an engineer to be the voice of this video.
4.4 - Inverlochy site update -SK
SK Provided an update – refer to slide 8
4.4.1 - New demolition process
All applications for demolition are now being referred to Strategic Planning to assess the heritage significance on the site and refer on further if needed Action – Officers to develop a watch list of properties at risk of demolition by neglect & committee members to advise of properties to be included <i>Copy of national trust report to be circulated with the minutes for reference (Attachment 5.)</i>
4.5 - Heritage Sign Installation update - SK
SK provided an update - refer to slide 10 CrJK - expressed concern around the time that this has taken to progress
4.6 - Heritage on Council's website - AG
AG provided a walk through of new Heritage page (Link 3.) – refer to slide 11 Action - link to the VHD website to be added to the heritage page
4.7 - National Trust Heritage Awards
AM provided an update from the meeting held with JB & EF, at the meeting it was agreed to wait at least a year to collect nominations for potential sites from new planning applications for restorations of heritage listed sites
6. General Business
5.1 - UNESCO World Heritage List Update - AM
AM explained the UNESCO bid – refer to slide 13 <i>Link to the copies of all Council correspondence regarding the transmission network project to be provided with the minutes (Link 1.)</i>
5.2 - 10 Gisborne Road (10 Church Street, Bacchus Marsh) Victorian Heritage Permit Application - AM
AM provided information on the permit – refer to slide 14 <i>Copy of the permit will be provided with the minutes (Attachment 6.)</i>
5.3 - Council's Communications Team's request - AG
AG – provided outline of the request from the Communications Team and will provide committee members contact details to the Comms Team for further follow up
7. Reports received from Committee Members
Blacksmiths Cottage and Forge (Attachment 3.)
Catholic Museum of Bacchus Marsh (Attachment 4.)
Meeting Closed – 12.00pm

8. Next Meeting
18 November 2020 10.00am -12.00pm – Via Teams TBA

9. Attachments:
1. HAC meeting presentation 190820
2. Emails Received – Aug 19 meeting
3. <i>Maldon_Design_Guidelines_Draft_2020_WEB</i>
4. <i>10027_Painting-Guidelines_Port-Fairy-HO14_July-2013</i>
5. <i>DemolitionbyNeglect_ReneeMuratore_for_NTAV_Sept_2013</i>
6. Victorian Heritage Permit – 10 Church Street Bacchus Marsh
7. HAC Report BCFC - Aug 2020
8. HAC Report CMBM - Aug 2020

Attachments 3, 4 & 5 are reference documents only and are available on request

10. Links:	
1.	Transmission network project page https://www.moorabool.vic.gov.au/western-victoria-transmission-network-project
2.	Moorabool Matters https://issuu.com/mooraboolshire/docs/moorabool_matters_newsletter-winter-2020/1?ff
3.	Heritage page on the Council's website https://www.moorabool.vic.gov.au/residents/building-and-planning/strategic-planning/heritage



Heritage Advisory Committee

69th Meeting
Moorabool Shire Council
19 August 2020

2. Adoption of previous minutes

Adoption of previous minutes from the
HAC meeting on 17 June 2020



3. Correspondence

List of Emails Received	
1	Gliding Museum Moorabool Matters Article - DG
2	Heritage Advisory Committee Meeting - CB AG
3	Heritage Study lacking in one respect Email 1 - CB
4	Heritage Study lacking in one respect Response - AM
5	Information on Registered Aboriginal sites - AN CB AG
6	Moorabool Safety Officer Contact - BC MS SK
7	Removal of date palms - MS SK





4. Business Arising



4.1. Heritage Studies Content

4.1.1

Original colour schemes information in heritage studies



4.2. West Moorabool Heritage Study Amendment

- Site visits for the Amendment are completed
- Citations and maps are updated
- Properties were added to the Amendment
- Next steps



4.3. Margaret Moritz Project

OPTION 1 - Lerderderg Engineering works HO83

- The works are of local historical significance for their association with agricultural and water management development



OPTION 2 - Lady Northcote Recreation Camp HO54

- The Lady Northcote Recreation Camp is historically significant for its association with the Child Migration movement of the first half of the twentieth century.



4.4. Inverlochy site update

- 7 lot subdivision approved
- Site has since changed ownership
- New owner advised that they aren't enacting subdivision permit
- New proposal is unknown



4.4.1 New Demolition Process

- Inverlochy was identified in the Bacchus Marsh Heritage Study as being of 'local interest'
- Wasn't subject to a heritage overlay
- A new referral process has been implemented for demolition applications



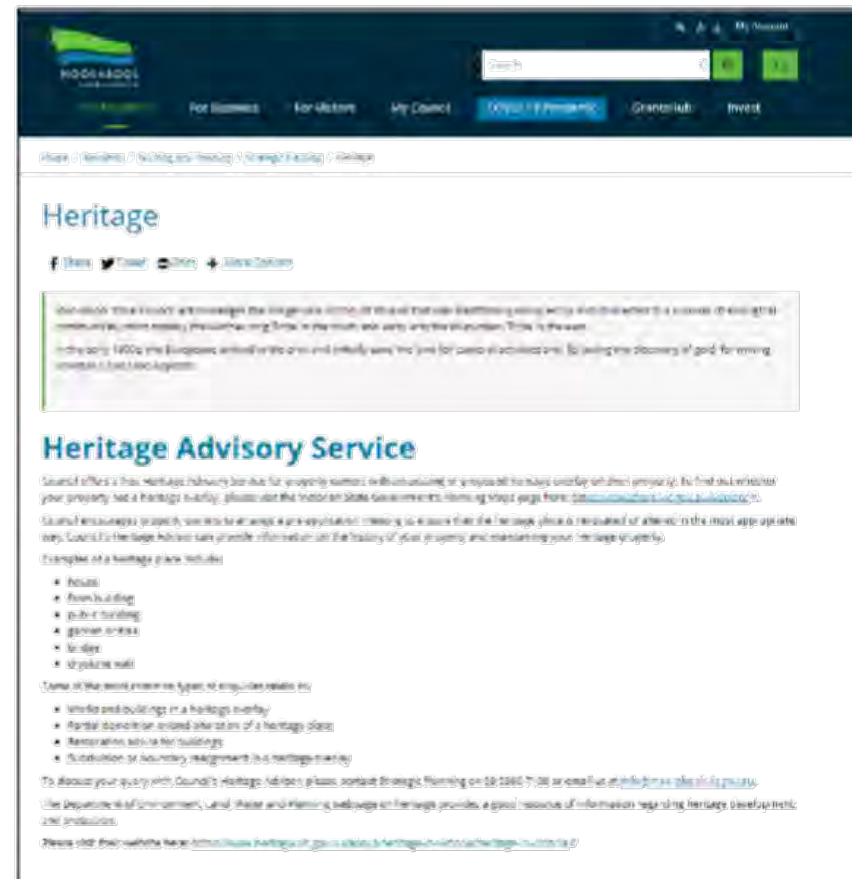
4.5. Heritage signs installation update

- Council's Executive Team have approved the proposal for the installation of heritage street signs on 11 streets in Myrniong, Ballan & Bacchus Marsh
- Councillors have been advised of the proposal
- Blow Street, Myrniong removed from proposal
- Project not budgeted for - total number of signs may be reduced
- Order for signs to be placed and installation to be confirmed



4.6. Heritage on Council's website

- New heritage webpage
- Information on the Heritage Advisory Service, Indigenous Moorabool, Heritage Advisory Committee, Moorabool Historical Societies and Committees.
- Further information to be provided - heritage trails etc





5. General Business



5.1. UNESCO World Heritage Listing bid Update

- Bid for 'Central Victorian Goldfields' UNESCO World Heritage listing
- 13 local governments involved
- Moorabool has recently joined the bid
- Listing could provide significant tourism and economic opportunities
- At this stage only public places being considered
- Could take up to 6 years to make bid to UNESCO



5.2. Heritage Victoria Permit Application

Heritage Victoria has notified Council that they have issued a heritage permit for restoration and reconstruction of the front verandah at 10 Church Street, Bacchus Marsh



5.3. Council's Communications Team's request

- Council rebrand – increased community engagement
- Communications Team seeking information about Moorabool's history and heritage
- Information on history of the Shire, and stories of residents in the region that have shaped Moorabool
- Would like to engage directly to committee members



6. Reports from Committee Members

- Blacksmiths Cottage and Forge
- Catholic Museum of Bacchus Marsh



7. Close

Next Meeting

18 November 2020

10.00am -12.00pm

Microsoft Teams



Att 2 - Emails Received - Aug 19 meeting

Email 1 - Gliding Museum Moorabool Matters Article - DG

From: [David and Jenna Goldsmith](#)
 To: [Jennifer Bantow](#)
 Cc: [Amy Gloury](#), [\[Redacted\]](#), [\[Redacted\]](#)
 Subject: [John Knobel](#), [Heritage Lockdown](#), [Small Landscapes](#)
 Date: [Re: Heritage Advisory Committee Meeting](#)
 Wednesday, 15 July 2020 3:25:48 PM

Hi People,

Sorry about the late notice, but I have advised Ana that I don't think it is a good idea to place an article about the wonderful Australian Gliding Museum in the current issue of Moorabool News. Not only are we under a greater Melbourne Area lockdown, but Bacchus Marsh Gliding, the three clubs from whom we lease our land, have deemed no activities are to take place until the Melbourne lockdown is lifted. To submit an article but NOT be able to say "come and visit", would put a serious damper on the expected response from the people of Bacchus Marsh and the surrounding areas.

Perhaps there is some other contribution to Moorabool Matters that could be made by the deadline of 17th July. Meantime, I have almost completed the appropriate article and now have a few months to polish it and arrange photos for when the lockdown is lifted.

I am sure you join with me in looking forward to the end of the current disaster affecting us all.

Kindest regards,
 David Goldsmith,
 President,
 Australian Gliding Museum Inc.

On Wed, 10 Jun 2020 at 13:59, Jennifer Bantow [\[Redacted\]](#) wrote:

Hi Amy

Thank you emailing the Agenda and information about the Microsoft Teams technology for the H A C meeting on Wednesday 17th June 10am to 12 noon.

Re question for Heritage Advisor Annabel Neylon

Could Annabel please outline the work she does for Statutory Planning, and the work she does for Strategic Planning ?

Re Report for meeting

Please see attached a summary report from the Geelong and Region Branch National Trust.

Regards
 Jennifer Bantow OAM
 Conservation Advocacy and Community Liaison
 Geelong and Region Branch National Trust

On 10 Jun 2020, at 10:32 am, Amy Gloury [\[Redacted\]](#) wrote:

Good Morning Members,

Please find the attached agenda for the Heritage Advisory Committee meeting on 17 June 2020

If you have any questions for our Heritage Advisor, Annabel Neylon, please send them through to me by Friday 12 June 2020. If you could also please send through any reports for presentation at the meeting by the end of today that would be much appreciated.

As mentioned last week Council are no longer using "Skype" for online meetings, we are now using "Microsoft Teams". To connect into the meeting please click the link below and it will open in a new webpage, you will then need to follow the prompts to connect into the meeting from there.

[Join Microsoft Teams Meeting](#)

[Learn more about Teams](#) | [Additional options](#)


If you are having any issues connecting into the meeting please call me on my mobile [\[Redacted\]](#) and I will walk you through it. You can also access the online help through Microsoft support here [teams.meeting.help](#).

If you have any further queries please let me know.

Thank you

Amy Glisary | Project Support Officer

—
Dave and Jenne Goldsmith



www.vintageglidersaustralia.org.au
www.australianglidingmuseum.org.au
www.gliding-in-melbourne.org
www.bendigogliding.org.au

Email 2 - Heritage Advisory Committee Meeting - CEAG

From: Amy Gloury
To: LittleBranch
Cc: Sarah Kemohan; Amy Gloury
Subject: RE: Heritage Advisory Committee Minutes - 29 April 2020
Date: Wednesday, 17 June 2020 8:20:18 PM
Attachments: [image001.jpg](#)
[image002.jpg](#)
[image003.jpg](#)
[image004.jpg](#)
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[image006.jpg](#)
[image007.jpg](#)
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[image012.jpg](#)
[image013.jpg](#)
[image014.jpg](#)
[image015.png](#)

Good Evening Chris,

I am not sure why you were not able to contribute at today's meeting, it most certainly was not the chair that was placing you back on mute it may have been an issue caused as the meeting was forwarded to you but I am not sure. You should have no issues at the next meeting as you have now been added to our distribution list however if you are still having issues please give me a call on my mobile [REDACTED]

I will speak with the Chair of today's (Sarah Kemohan) and I will endeavour to include your comments into the meeting minutes and include a note of the technical issue when I distribute them

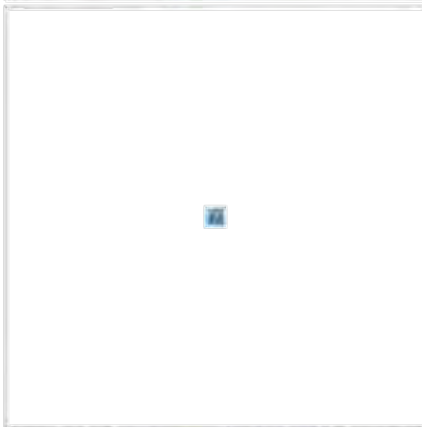
With regards to the Margaret Moritz Project, I will make note of your comments and if it would be ok with you we may need to meet with you separately to further discuss your views on potential ways that we can progress with this project.

Again we are glad to have you on board and I do apologise for the technical issues today, please feel free to contact me if you need anything further

Thank you

Amy Gloury | Project Support Officer

	<p>Mail Ballan Moorabool Marsh Darley</p>	<p>PO Box 18, Ballan, Vic 3342 15 Stead St, Ballan 215 Main St, Moorabool Marsh 182 Halletts Way, Darley</p>	<p>Phone 030 5208 7100 Email [REDACTED] Website www.moorabool.vic.gov.au ABN 293 5275 4296</p>	
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From: LittleBranch [REDACTED]
Sent: Wednesday, 17 June 2020 4:23 PM
To: Amy Gloury [REDACTED]
Subject: Re: Heritage Advisory Committee Minutes - 29 April 2020

Hi Amy,

please see the Report attached.

Was there a reason why I was not allowed to speak at the meeting just held please?
 I kept putting my hand up, unmuting – only to have someone put the mute back on.

Regarding some items at the meeting-
 the Inverloch home being demolished: what were the reasons why the Aboriginal Consultant was not needed? I heard someone say that the site needed to be 15 metres from a Registered site and so many metres from a waterway.
 What was the distance from the waterway? And were there any other stipulations please?

The Margaret Moritz Project: there is no need to have it is a memorial, that does not sound good for a young person, and as I knew Margaret she would not like to have it named as such.
 Margaret was not just about young children knowing history, she was a great advocate for heritage, she was part of the past heritage group

CHAD and helped get the HAC going – so my thoughts would be to have a Junior School Project and a Senior School project.
And please can you tell me if and how the HAC are letting the participants in the project know about Margaret and what she was about?

When doing the heritage walk could you please make sure the Catholic Museum of Bacchus Marsh is included. We are like the Glizing Museum – open by appointment.
I can send you our brochure if you would like it.

I was the Bacchus Marsh and District Historical Society Inc's Deputy Member two years ago when the HAC met, voted and approved to have the Catholic Museum of Bacchus Marsh to be added to the Heritage Advisory Committee Terms of Reference. When updating the TOR could you please make sure the Museum is added?

Thank you
regards
Chris Bronchinetti

From: [Amy Gloury](#)
Sent: Wednesday, June 17, 2020 3:14 PM
To: [Chris Bronchinetti](#)
Subject: RE: Heritage Advisory Committee Minutes - 29 April 2020

Good Afternoon Chris,

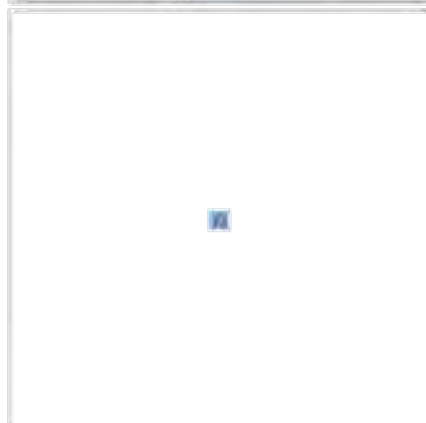
Welcome again to the committee

Could you please re-send through your report from the Catholic Museum as I have not received the email that we spoke about this morning

Thank you

Amy Gloury | Project Support Officer

	Mail Ballan Bacchus Marsh Darley	PO Box 18, Ballan, Vic 3342 15 Stead St, Ballan 215 Main St, Bacchus Marsh 152 Halletts Way, Darley	Phone (03) 5306 7100 Email [redacted] Website www.bacchusmarsh.vic.gov.au ABN 290 5275 4296	
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From: [redacted]
Sent: Tuesday, 16 June 2020 11:36 PM
To: Amy Gloury [redacted]
Cc: Chris Bronchinetti [redacted]
Subject: Re: Heritage Advisory Committee Minutes - 29 April 2020

Hello Amy,
Please note that Chris Bronchinetti will replace me as our Catholic Museum representative, as I am struggling to get to daytime meetings.
Chris's email address is as copied. [redacted]
regards,
Ron Geurts

On 5 Jun 2020, at 3:21 pm, Amy Gloury [redacted] wrote:

Hi All,

Please find the attached Minutes from the Heritage Advisory Committee meeting on 29 April 2020.

As discussed in the meeting I have attached the updated Calendar of Meeting dates noting that they have now

changed to the 2nd last Wednesday of every second month.

The below link to the Heritage Victoria website will provide you with information regarding the application process and criteria for the Living Heritage Grants Program,

please feel free to send through any suggestions you have for sites that could consider applying for this in next year's rounds of grant funding,

<https://www.heritage.vic.gov.au/grants/living-heritage-program>

if you would like to subscribe to the new Moorabool newsletter please click on the below link and complete your details to sign up for the mailing list.

<https://www.moorabool.vic.gov.au/Forms/newsletter-subscription>

Please be advised that I will be sending out the meeting request for the June meeting early next week.

Please also note that Council are no longer using "Skype" for online meetings, we are now using "Microsoft Teams". To connect into the meeting please click the link in the meeting request and it will open in a new webpage, please then follow the prompts to connect into the meeting from there.

If you are having any issues connecting into the meeting please call me on my mobile: [REDACTED] and I will walk you through it.

If you have any further queries please let me know.

Thank you

Amy Gilmary | Project Support Officer

image001.jpg	<table border="0"> <tr> <td>Mail</td> <td>PO Box 18, Ballan, Vic 3342</td> <td>Phone</td> <td>(03) 5366 7100</td> <td>image002.jpg</td> </tr> <tr> <td>Ballan</td> <td>15 Slead St, Ballan</td> <td>Email</td> <td>[REDACTED]</td> <td>image003.jpg</td> </tr> <tr> <td>Bacchus Marsh</td> <td>215 Main St, Bacchus Marsh</td> <td>Website</td> <td>www.moorabool.vic.gov.au</td> <td></td> </tr> <tr> <td>Darley</td> <td>162 Halletts Way, Darley</td> <td>A&M</td> <td>293 5275 4296</td> <td></td> </tr> </table>	Mail	PO Box 18, Ballan, Vic 3342	Phone	(03) 5366 7100	image002.jpg	Ballan	15 Slead St, Ballan	Email	[REDACTED]	image003.jpg	Bacchus Marsh	215 Main St, Bacchus Marsh	Website	www.moorabool.vic.gov.au		Darley	162 Halletts Way, Darley	A&M	293 5275 4296	
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Bacchus Marsh	215 Main St, Bacchus Marsh	Website	www.moorabool.vic.gov.au																		
Darley	162 Halletts Way, Darley	A&M	293 5275 4296																		

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<Heritage Advisory Committee Minutes 29 APR 2020.pdf>-<HAC Meeting Calendar 2020.pdf>

Email 3 - Heritage Study lacking in one respect. Email 1 - CB

From: [LittleBranch](#)
To: [Amy Gloary](#)
Subject: Heritage Study lacking in one respect
Date: Wednesday, 24 June 2020 11:38:38 AM

Hi Amy,

over time the Historical Society has been asked for the information on original colours that the buildings and verandah's had once been painted.

I find the Heritage Studies lacking in one respect – both the new Moorabool West and the 1996 Bacchus Marsh Heritage Studies – although very good in description do not give the original colours.

Is this something that could and should be looked into when doing a Heritage Study?

The public are a wealth of knowledge and when they help with the history and description of a property they may know what the original colours were.

Please let me know what you think.

with kind regards

Chris Bronchinetti

Email 4 - Heritage Study lacking in one respect Response - AM

From: Ana Mitrov
To: [Redacted]
Cc: Derek Semmler; Amy Stuart
Subject: RE: Heritage Study lacking in one respect
Date: Friday, 26 June 2020 9:03:21 AM
Attachments: [Image001.jpg](#)
[Image002.jpg](#)
[Image004.jpg](#)
[Image006.png](#)

Hi Chris,



Thanks for your email. I agree that the West Moorabool Heritage Study and Bacchus Marsh Heritage Study have limited information regarding the original colour scheme.

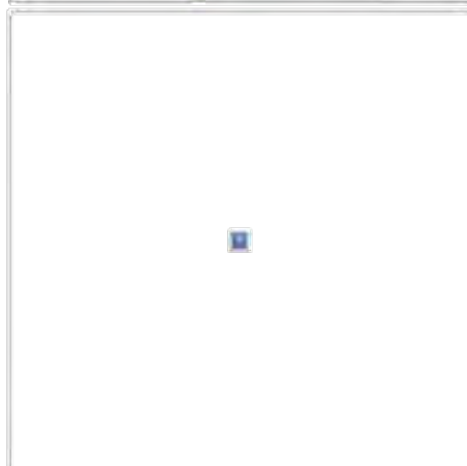
I checked a few other studies from different Councils and they don't seem to include a lot of information regarding the original colours either. Some Councils have Heritage Design Guidelines that address the colour scheme and materials for all historical periods individually which is helpful when renovating heritage buildings. I will discuss the content of heritage studies with Annabel Neylon in her capacity as heritage advisor and also add it to the agenda for the next Committee meeting?

Just recently we had enquiry regarding a heritage listed building in Bacchus Marsh. The landowners contacted Council for advice on the colours. Annabel suggested them the preferred colour palette based on the original colours of this particular building.

Kind Regards

Ana Mitrov | Strategic Planner

	Mall Ballan Bacchus Marsh Darley	PO Box 16, Ballan, Vic 3342 15 Stead St, Ballan 215 Main St, Bacchus Marsh 182 Halletts Way, Darley	Phone (03) 5368 7100 Email [Redacted] Website www.moorabool.vic.gov.au ABN 293 5275 4296	
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Email 5 - Information on Regional Aboriginal sites - NR CB AG

From: [Linda Lewis](#)
To: [Amy Glouy](#)
Subject: RE: Heritage Advisory Committee Minutes - 29 April 2020
Date: Thursday, 18 June 2020 10:25:02 AM
Attachments: [hrsc001.jpg](#)
[hrsc002.jpg](#)
[hrsc003.jpg](#)
[hrsc004.jpg](#)
[hrsc005.jpg](#)
[hrsc006.jpg](#)
[hrsc007.jpg](#)
[hrsc008.jpg](#)

Oh Amy that is brilliant, thank you
 regards
 Chris

From: [Amy Glouy](#)
Sent: Thursday, June 18, 2020 10:13 AM
To: [Chris Braconato](#)
Subject: FW: Heritage Advisory Committee Minutes - 29 April 2020

Hi Chris,

Please see the below response from Annabel regarding your question

If you need anything further please let me know

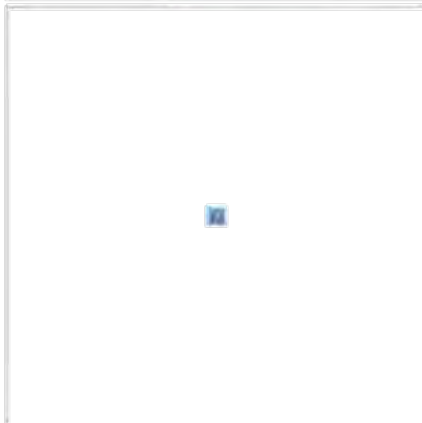
Thank you

Amy Glouy | Project Support Officer



Mail PO Box 18, Ballan, Vic 3342
 15 Stead St, Ballan
Bacchus Marsh 215 Main St, Bacchus Marsh
Derby 182 Halletts Way, Derby

Phone (03) 5208 7100
Email [Redacted]
Website www.moorabool.vic.gov.au
ABN 283 5275 4298



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From: [Redacted]
Sent: Thursday, 18 June 2020 10:07 AM
To: Amy Glouy [Redacted]
Subject: RE: Heritage Advisory Committee Minutes - 29 April 2020

Hi Amy

Areas of 'cultural heritage sensitivity' include registered Aboriginal cultural heritage places, as well as landforms and land categories that are generally regarded as more likely to contain Aboriginal cultural heritage, including land which is located within 200m of a waterbody or watercourse.

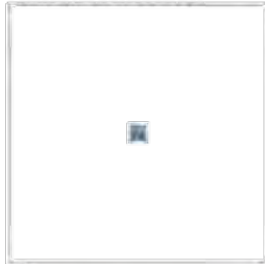
Where this is the case, the Planning Scheme triggers specific actions which must be undertaken – sometimes a survey for Aboriginal artefacts or other is required. This is called a Cultural Heritage Management Plan (CHMP).

Aboriginal Victoria produce a publicly available map which you can look at to check whether a place has any cultural heritage (Aboriginal) sensitivity here <https://achris.vic.gov.au/it/online-map>

Kind Regards

Annabel Neylon

PRINCIPAL CONSULTANT



E: [Redacted]
T: [Redacted]

W: www.xianheritage.net

Please note that I am currently working Tuesday, Wednesday & Thursday due to COVID-19 restrictions and family responsibilities.

From: Amy Gloury [Redacted]
Sent: Thursday, 18 June 2020 9:49 AM
To: [Redacted]
Subject: FW: Heritage Advisory Committee Minutes - 29 April 2020

Hi Annabel,

Can you please clarify the below question from Chris, one of the Heritage Advisory Committee members, regarding Registered Aboriginal sites as mentioned at the meeting yesterday

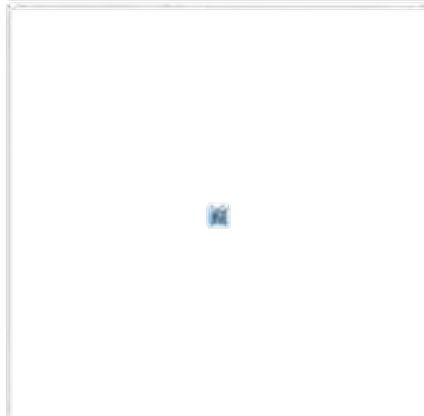
Question:

Please can you tell me what the stipulations are regarding Registered Aboriginal sites & possible site as mentioned at yesterday's meeting. I didn't hear everything said - 15 metres from a Registered site and how many metres from a waterway?
And were there any other stipulations please?

Thank you

Amy Gloury | Project Support Officer

	Mall	PO Box 16, Ballan, Vic 3342	Phone	(03) 5308 7100	
	Ballan	15 Stead St, Ballan	Email	[Redacted]	
	Bacchus Marsh	215 Main St, Bacchus Marsh	Website	www.moorebrook.vic.gov.au	
	Darby	182 Haints Way, Darby	ABN	293 5275 4396	



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From: LittleBranch [Redacted]
Sent: Thursday, 18 June 2020 9:43 AM
To: Amy Gloury [Redacted]
Subject: Re: Heritage Advisory Committee Minutes - 29 April 2020

Hi Amy,

thank you for your reply.

Will be happy to talk to you about the Margaret Moritz Project.

Please can you tell me what the stipulations are regarding Registered Aboriginal sites & possible site as mentioned at yesterdays meeting. I

didn't hear evrything said - 15 metres from a Registered site and how many metres from a waterway?
And were there any other stipulations please?

Thanks
regards
Chris

From: Amy Glouay
Sent: Wednesday, June 17, 2020 4:35 PM
To: LittleBranch
Cc: Sarah Kennohan ; Ana Petrovic
Subject: RE: Heritage Advisory Committee Minutes - 29 April 2020

Good Evening Chris,

I am not sure why you were not able to contribute at today's meeting, it most certainly was not the chair that was placing you back on mute it may have been an issue caused as the meeting was forwarded to you but I am not sure. You should have no issues at the next meeting as you have now been added to our distribution list however if you are still having issues please give me a call on my mobile [REDACTED]

I will speak with the Chair of today's (Sarah Kennohan) and I will endeavour to include your comments into the meeting minutes and include a note of the technical issue when I distribute them.

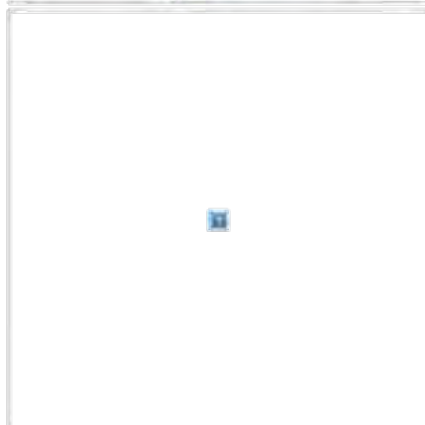
With regards to the Margaret Moritz Project, I will make note of your comments and if it would be ok with you we may need to meet with you separately to further discuss your views on potential ways that we can progress with this project.

Again we are glad to have you on board! and I do apologise for the technical issues today, please feel free to contact me if you need anything further

Thank you

Amy Glouay | Project Support Officer

	Mail Ballan Baschurch Marsh Darley	PO Box 18, Ballan, Vic 3342 15 Stated St, Ballan 215 Main St, Baschurch Marsh 182 Halletts Way, Darley	Phone (03) 5298 7100 Email [REDACTED] Website www.moorabool.vic.gov.au ABW 253 6275 4298	
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From: LittleBranch [REDACTED]
Sent: Wednesday, 17 June 2020 4:29 PM
To: Amy Glouay [REDACTED]
Subject: Re: Heritage Advisory Committee Minutes - 29 April 2020

Hi Amy,

please see the Report attached.

Was there a reason why I was not allowed to speak at the meeting just held please?
I kept putting my hand up, unmuting – only to have someone put the mute back on.

Regarding some items at the meeting-
the inverloch home being demolished: what were the reasons why the Aboriginal Consultant was not needed? I heard someone say that the site needed to be 15 metres from a Registered site and so many metres from a waterway.
What was the distance from the waterway? And were there any other stipulations please?

The Margaret Moritz Project: there is no need to have it is a memorial, that does not sound good for a young person, and as I knew

Margaret she would not like to have it named as such.
Margaret was not just about young children knowing history, she was a great advocate for heritage, she was part of the past heritage group CHAD and helped get the HAC going – so my thoughts would be to have a Junior School Project and a Senior School project.
And please can you tell me if and how the HAC are letting the participants in the project know about Margaret and what she was about?

When doing the heritage walk could you please make sure the Catholic Museum of Bacchus Marsh is included. We are like the Gliding Museum – open by appointment.
I can send you our brochure if you would like it.

I was the Bacchus Marsh and District Historical Society Inc's Deputy Member two years ago when the HAC met, voted and approved to have the Catholic Museum of Bacchus Marsh to be added to the Heritage Advisory Committee Terms of Reference. When updating the TOR could you please make sure the Museum is added?

Thank you
regards
Chris Bronchinetti

From: Amy Gloury
Sent: Wednesday, June 17, 2020 3:16 PM
To: Chris Bronchinetti
Subject: RE: Heritage Advisory Committee Minutes - 28 April 2020

Good Afternoon Chris,

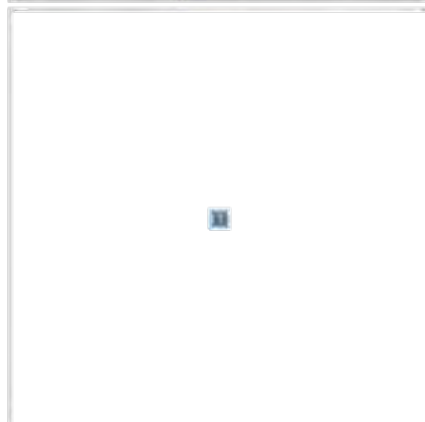
Welcome again to the committee

Could you please re-send through your report from the Catholic Museum as I have not received the email that we spoke about this morning

Thank you

Amy Gloury | Project Support Officer

	Mail Ballan Bacchus Marsh Darley	PO Box 18, Ballan, Vic 3342 10 Stead St, Ballan 215 Main St, Bacchus Marsh 192 Halletts Way, Darley	Phone (03) 6308 7100 Email [redacted] Website www.museumofbacchusmarsh.vic.gov.au ABN 293 5275 4298	
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From: [redacted]
Sent: Tuesday, 16 June 2020 11:36 PM
To: Amy Gloury [redacted]
Cc: Chris Bronchinetti [redacted]
Subject: Re: Heritage Advisory Committee Minutes - 28 April 2020

Hello Amy
Please note that Chris Bronchinetti will replace me as our Catholic Museum representative, as I am struggling to get to daytime meetings.
Chris's email address is as copied [redacted]
regards,
Ron Geurts

On 5 Jun 2020, at 8:21 pm, Amy Gloury [redacted] wrote:

Hi All,

Please find the attached Minutes from the Heritage Advisory Committee meeting on 29 April 2020.

As discussed in the meeting I have attached the updated Calendar of Meeting dates noting that they have now changed to the 2nd last Wednesday of every second month.

The below link to the Heritage Victoria website will provide you with information regarding the application process and criteria for the Living Heritage Grants Program,

please feel free to send through any suggestions you have for sites that could consider applying for this in next year's rounds of grant funding.

<https://www.heritage.vic.gov.au/programs/living-heritage-program>

if you would like to subscribe to the new Moorabool newsletter please click on the below link and complete your details to sign up for the mailing list.

<https://www.moorabool.vic.gov.au/forms/newsletter-subscription>

Please be advised that I will be sending out the meeting request for the June meeting early next week.

Please also note that Council are no longer using "Skype" for online meetings, we are now using "Microsoft Teams". To connect into the meeting please click the link in the meeting request and it will open in a new webpage, please then follow the prompts to connect into the meeting from there.

If you are having any issues connecting into the meeting please call me on my mobile [REDACTED] and I will walk you through it.

If you have any further queries please let me know.

Thank you

Amy Glynn ; Project Support Officer

<image001.jpg>	<table border="0"> <tr> <td>Mail</td> <td>PO Box 18, Ballan, Vic 3342</td> <td>Phone</td> <td>(03) 5366 7100</td> <td><image002.jpg></td> </tr> <tr> <td>Ballan</td> <td>15 Stead St, Ballan</td> <td>Email</td> <td>[REDACTED]</td> <td><image003.jpg></td> </tr> <tr> <td>Baseline Marsh</td> <td>215 Main St, Baschus Marsh</td> <td>Website</td> <td>www.moorabool.vic.gov.au</td> <td></td> </tr> <tr> <td>Darley</td> <td>162 Halketa Way, Darley</td> <td>ABN</td> <td>293 5275 4296</td> <td></td> </tr> </table>	Mail	PO Box 18, Ballan, Vic 3342	Phone	(03) 5366 7100	<image002.jpg>	Ballan	15 Stead St, Ballan	Email	[REDACTED]	<image003.jpg>	Baseline Marsh	215 Main St, Baschus Marsh	Website	www.moorabool.vic.gov.au		Darley	162 Halketa Way, Darley	ABN	293 5275 4296	
Mail	PO Box 18, Ballan, Vic 3342	Phone	(03) 5366 7100	<image002.jpg>																	
Ballan	15 Stead St, Ballan	Email	[REDACTED]	<image003.jpg>																	
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<Heritage Advisory Committee Minutes 29 APR 2020.pdf><HAC Meeting Calendar 2020.pdf>

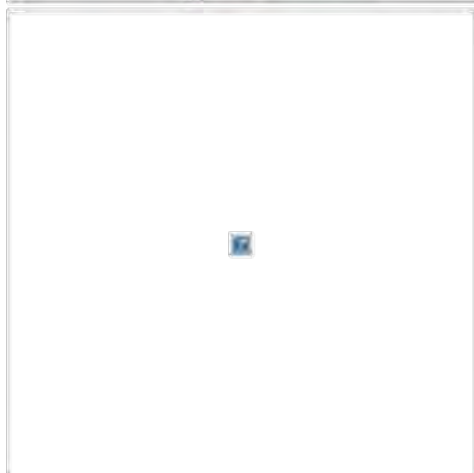
Email 6 - Moorabool Safety Officer Contact - BC ME SK

From: Sarah Kernohan
To: Andy Gaze
Subject: FW: Moorabool Safety Officer - Contact
Date: Tuesday, 21 July 2020 12:44:44 AM
Attachments: [moo003.jpg](#)
[moo005.jpg](#)
[moo007.jpg](#)
[moo011.jpg](#)
[moo001.jpg](#)
[moo009.jpg](#)
[moo010.jpg](#)
[moo012.jpg](#)
[moo013.jpg](#)

For HAC minutes which I'll send back shortly.

Sarah Kernohan | Coordinator Strategic Planning

	Mail	PO Box 18, Ballan, Vic 3342	Phone	(03) 5366 7100	
	Ballan	15 Stead St, Ballan	Email	[Redacted]	
	Bacchus Marsh	215 Main St, Bacchus Marsh	Website	www.moorabool.vic.gov.au	
	Darley	182 Halletts Way, Darley	ABN	293 5275 4296	



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From: Andy Gaze [Redacted]
Sent: Wednesday, 24 June 2020 8:44 AM
To: [Redacted] Margaret Simpson [Redacted]
Cc: Sarah Kernohan [Redacted]
Subject: FW: Moorabool Safety Officer - Contact

Hi



Sara has passed on your details to me.

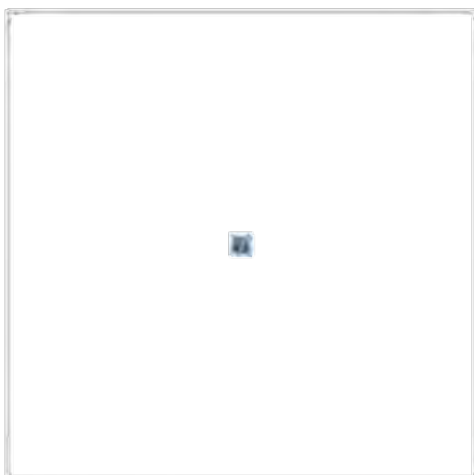
It would be great to talk about your concerns, plans etc so that we can assist in ensuring a safe opening for your members and the community.

My mobile number is [Redacted]

Look forward to talking to you.

Andy Gaze | Coordinator Community Health & Safety

	Mail	PO Box 18, Ballan, Vic 3342	Phone	(03) 5366 7100	
	Ballan	15 Stead St, Ballan	Email	[Redacted]	
	Bacchus Marsh	215 Main St, Bacchus Marsh	Website	www.moorabool.vic.gov.au	
	Darley	182 Halletts Way, Darley	ABN	293 5275 4296	



For the purpose of this email, the recipient's name has been replaced by a redacted name. If you are the recipient of this email, please contact the sender to confirm the correct name. If you are not the recipient of this email, please do not disseminate the contents of this email to any other person. If you have received this email in error, please contact the sender to delete the email from your system. If you are not the intended recipient, please do not disseminate the contents of this email to any other person. If you have received this email in error, please contact the sender to delete the email from your system.

From: Sarah Kernohan [redacted]
Sent: Monday, 22 June 2020 7:00 PM
To: [redacted]; Margaret Simpson [redacted]
Cc: [redacted]; Ana Mitrov [redacted]; Amy Gloury [redacted]; Andy Gaze [redacted]
Subject: RE: Moorabool Safety Officer - Contact

Hi Bruce,

Thanks for your email. I hadn't forgotten about your request, but I appreciate the reminder.

I have spoken to Andy Gaze, Coordinator Community Health and Safety this afternoon. Andy is leading the team handling Council's response to COVID19.

I advised Andy of the matters that you and Margaret both raised during the Moorabool Heritage Advisory Committee meeting regarding the Council buildings and responding to COVID19.

I have passed your contact details onto Andy and he will be in touch with you both to discuss.

Margaret – I have included in you in this email, as I know you had similar questions as Bruce.

Cheers,
Sarah

Sarah Kernohan | Coordinator Strategic Planning

	Mail	PO Box 18, Ballan, Vic 3342	Phone	(03) 5388 7100	
	Ballan	15 Stead St, Ballan	Email	[redacted]	
	Bacchus Marsh	215 Main St, Bacchus Marsh	Website	www.moorabool.vic.gov.au	
	Darley	182 Halletts Way, Darley	ABN	283 5275 4296	



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From: [REDACTED]
Sent: Monday, 22 June 2020 10:05 AM
To: Sarah Kernchan [REDACTED]
Cc: [REDACTED]
Subject: Moorabool Safety Officer - Contact

Morning Sarah,

I'm just following up on the issue I raised at the last HAC meeting. The library is opening today – under very strict conditions and the BM&D Historical Society now has some limited access to its archive in the Shire's building complex. As I stated at the meeting our Executive has decided to approach the reopening cautiously and this has now proved to be prudent given the reintroduction of restrictions by the Vic Government. We are still looking at the 1 September as our target opening date.

I noted at the meeting that you offered to follow up for us with the Moorabool Shire Safety Officer and we would like to discuss options and seek advice – sooner than later. Is it possible for you to follow up this request ASAP and forward us the information? Or if it is easier – I'm happy for you to forward our contact details or send us their contact details so that we can contact them independently.

As you can appreciate - we're very concerned that we work with the Shire as we plan reopening the archive and develop appropriate protocols to protect members and the community. We would really appreciate their guidance.

Regards

Bruce Carboon
On behalf of
Bacchus Marsh and District Historical Society Inc. Executive

Email 7 - Removal of date palms - MS SK

From: [Margaret Simpson](#)
To: [Sarah Kernohan](#)
Cc: [Ana Mitrov](#); [Amy Gloury](#)
Subject: Re: Removal of date palms - MS Response
Date: Tuesday, 23 June 2020 9:18:25 AM

Sarah, thank you for this comprehensive update. It is much appreciated. Having the correct information is so much better than acting in the dark. Thank you for your swift and appropriate response to my email, and thanks to the planning department for their prompt action and advice.

I wish to send your email to Wendy Jacobs, who has done so much work for us in the past. Please advise if this is not ok with you.

I also will send this on to our Committee.

Once again, many thanks,

Margaret

Sent from my iPad

On 23 Jun 2020, at 9:08 am, Sarah Kernohan
[REDACTED] wrote:

Hi Margaret,

Further my earlier email, I am now in a position to provide you with a further update.

Council's Manager Statutory Planning and Building Services went out to the site yesterday afternoon. He spoke with both the contractors removing the tree, and also with the developer of the site.

The site is not subject to a heritage overlay and there are specific planning controls protecting trees on the site.

A planning permit has been issued for the site. The planning permit is for a residential subdivision, and there is a notation on the endorsed plans which indicated a tree protection envelope be placed around the palm.

The developer has advised however that he does not propose to enact the subdivision permit, and that he will be proposing an alternative (not subdivision) use for the site. As such Council has no mechanism to require the retention of the tree.

The contractors removing the tree, are an established tree company and have advised that the tree will be replanted on a site elsewhere.

I have requested notification from Statutory Planning of any new planning application for the site so I can let you know when one is received.

Cheers,
Sarah

Sarah Kernohan
Coordinator Strategic Planning

Moorabool Shire Council
Phone: 03 5366 7100
Email: [REDACTED]
Website: www.moorabool.vic.gov.au

Sarah Kernohan | Coordinator Strategic Planning

Tel: [REDACTED]
Mob: [REDACTED]
Email: [REDACTED]

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—Original Message—

From: Sarah Kernohan
Sent: Monday, 22 June 2020 2:00 PM
To: 'Margaret Simpson' [REDACTED]; Ana Mitrov
[REDACTED]; Amy Gloury [REDACTED]
Subject: RE: Removal of date palms

Hi Margaret,

Thanks for your email and the photos. The statutory planning team have been notified, and I have been advised that they are sending an officer out to the site.

I will be in touch later today or tomorrow, once I have some more information for you.

Cheers,
Sarah

Sarah Kernohan
Coordinator Strategic Planning

Moorabool Shire Council
Phone: 03 5366 7100
Email: [REDACTED]
Website: www.moorabool.vic.gov.au

Sarah Kernohan | Coordinator Strategic Planning

Tel: [REDACTED]
Mob: [REDACTED]
Email: [REDACTED]

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-----Original Message-----

From: Margaret Simpson [REDACTED]
Sent: Monday, 22 June 2020 12:02 PM
To: Ana Mitrov [REDACTED]; Amy Gloury
[REDACTED]; Sarah Kernohan
[REDACTED]
Subject: Removal of date palms

Hello All,

Just letting you know that this morning two date palms were removed from the site next to the forge.

The trees have heritage significance but I do not know if they were included in the heritage overlay.

I do not know if permission to remove was necessary or sought.

I am concerned that this has implications for the owner's future intentions for the development of this site. Could you please pass on this information to the relevant department managers? I would like to ensure that any caveats are included if and when a subdivision or other application is lodged with Council.

Can you please also inform Annabel Neylon of this action?

I will try to send photos.

Warm regards,

Margaret Simpson

Blacksmiths Cottage and Forge

Sent from my iPad

Att 6 - Victorian Heritage Permit Application
- 10 Church Street Bacchus Marsh

HERITAGE PERMIT GRANTED UNDER SECTION 102 OF THE HERITAGE ACT 2017	Permit No.: P33085
	Applicant/s: Lincoln Powell Lincoln Powell Constructions 7 Smith Street MADDINGLEY, VIC, 3340
NAME OF PLACE/OBJECT:	RESIDENCE
HERITAGE REGISTER NUMBER:	H0505
LOCATION OF PLACE/OBJECT:	10 GISBORNE ROAD BACCHUS MARSH
THE PERMIT ALLOWS: <i>Restoration and reconstruction of the front verandah, generally in accordance with the following documents:</i>	
<ul style="list-style-type: none"> • ARCHITECTURAL PLANS "HERITAGE EXPRESS BUILDING", PREPARED BY LINCOLN POWELL CONSTRUCTION, DATED 01/07/2020 	
THE FOLLOWING CONDITIONS APPLY TO THIS PERMIT:	
<ol style="list-style-type: none"> 1. The permission granted for this permit shall expire if one of the following circumstances applies: the permitted works have not commenced within two (2) years of the original date of issue of this permit, or are not completed within four (4) years of the original date of issue of this permit unless otherwise agreed in writing by the Executive Director, Heritage Victoria. 2. The Executive Director, Heritage Victoria is to be given five working days' notice of the intention to commence the approved works. 3. Prior to the commencement of any of the works approved by this permit, a Construction Management Plan (the Plan) must be provided for endorsement by the Executive Director, Heritage Victoria and once endorsed becomes part of the permit. The Plan must include a sequencing program for the approved works, details of any temporary infrastructure and services required, protection methods for the heritage place during the undertaking of the works. 4. Prior to the commencement of any of the works approved by this permit a tender ready set of Architectural Plans must be submitted for the endorsement of the Executive Director Heritage Victoria and when endorsed becomes part of the permit. These must be revised to show the following: <ul style="list-style-type: none"> - Elevations from the north, south and west - Methodology for the removal and safe storage of the cast-iron lacework during works 5. Within 6 months of the completion of the verandah structure documented in the plans endorsed at condition 4, the original cast-iron is to be reinstated, painting works and the verandah in-fills on the north and south elevation are to be completed. Prior to commencing those components, the following must be submitted for the endorsement of the Executive Director Heritage Victoria and when endorsed becomes part of the permit: <ul style="list-style-type: none"> - Plans for the reconstruction of the verandah in-fills on the north and south elevation, based on historic evidence; - Final Plans for replacing the missing cast-iron lacework like-for-like; - Colour Scheme that interprets the historic presentation of the verandah including: 	

- Sketch or elevation showing component colours (e.g. roof, cast-iron lacework, gutters, downpipes etc.)
 - Colour chips of proposed colours
 - Rationale for proposed colour scheme
 - Specification setting out details of preparatory work for cast-iron lacework.
6. Should further minor changes in accordance with the intent and approach of the endorsed documentation become necessary, correspondence and supporting documentation must be prepared and lodged for assessment by the Executive Director who will advise on the approach to be taken to address these matters.
 7. Approved works or activities are to be planned and carried out in a manner which prevents damage to the registered place/object. However, if other previously hidden original or inaccessible details of the object or place are uncovered, any works that may affect such items must immediately cease. The Executive Director, Heritage Victoria must be notified of the details immediately to enable Heritage Victoria representatives to inspect and record the items, and for discussion to take place on the possible retention of the items, or the issue of a modified approval.
 8. All works must cease, and Heritage Victoria must be contacted if historical archaeological artefacts or deposits are discovered during any excavation or subsurface works. Should any munitions or other potentially explosive artefacts be discovered, Victoria Police is to be immediately alerted and the site is to be immediately cleared of all personnel.
 9. The Executive Director, Heritage Victoria must be informed when the approved works have been completed.

NOTE THAT PERMISSION HAS BEEN GIVEN FOR INSPECTIONS OF THE PLACE OR OBJECT TO BE UNDERTAKEN DURING THE CARRYING OUT OF WORKS, AND WITHIN SIX (6) MONTHS OF NOTIFICATION OF THEIR COMPLETION.

TAKE NOTICE THAT ANY NATURAL PERSON WHO CARRIES OUT WORKS OR ACTIVITIES NOT IN ACCORDANCE WITH THE PERMIT OR CONDITIONS IS GUILTY OF AN OFFENCE AND LIABLE TO A PENALTY OF 120 PENALTY UNITS (\$19,826 AS AT JULY 2019) OR IN THE CASE OF A BODY CORPORATE 600 PENALTY UNITS (\$99,132 AS AT JULY 2019) UNDER s104 THE HERITAGE ACT 2017.

WORKS UNDERTAKEN WITHOUT A PERMIT OR PERMIT EXEMPTION CAN INCUR A FINE OF UP TO 4800 PENALTY UNITS (\$793,056 AS AT JULY 2019) FOR A NATURAL PERSON OR 5 YEARS IMPRISONMENT OR BOTH AND UP TO 9600 PENALTY UNITS (\$1,586,122 AS AT JULY 2019) IN THE CASE OF A BODY CORPORATE UNDER SECTION 87 OF THE HERITAGE ACT 2017.

THE ATTENTION OF THE OWNER AND/OR APPLICANT IS DRAWN TO THE NEED TO OBTAIN ALL OTHER RELEVANT PERMITS PRIOR TO THE COMMENCEMENT OF WORKS.

<p>Date Issued:</p> <p>14 July 2020</p>	<p>Signed on behalf of the Executive Director, Heritage Victoria:</p>  <p>Principal Heritage Permits</p>	
--	---	---

[If the permit has been amended, include the following table indicating the date and nature of amendments included in the amended permit]

Date of amendment	Brief description of amendment

IMPORTANT INFORMATION ABOUT THIS PERMIT**WHAT HAS BEEN DECIDED?**

The Executive Director, Heritage Victoria has issued a permit under s102 of the *Heritage Act 2017*.

WHEN DOES THE PERMIT BEGIN?

The permit operates from the day the permit is signed by the Executive Director, Heritage Victoria or their delegate.

WHEN DOES A PERMIT EXPIRE?

A permit expires if -

- * the development or any stage of it does not start within the time specified in the permit; or
- * the development or any stage is not completed within the time specified in the permit, or, if no time is specified, within two years after the issue of the permit.

The expiry of a permit does not affect the validity of anything done under that permit before the expiry.

WHAT ABOUT REVIEW OF THE DETERMINATION?

The applicant or the owner of a registered place or registered object may ask the Heritage Council of Victoria to review any condition of a permit imposed by the Executive Director, Heritage Victoria on a permit issued under s102 of the *Heritage Act 2017*.

A request must -

- * be in writing; and
- * be lodged within 60 days after the permit is issued.

Review request forms can be downloaded at:

www.heritagecouncil.vic.gov.au/hearings-appeals/permit-appeals/permit-appeals-explained/

**BLACKSMITHS COTTAGE AND FORGE
REPORT TO HERITAGE ADVISORY COMMITTEE
19 AUGUST 2020**

- Along with other members of the Blacksmith's Cottage and Forge Committee, I recently attended three online meetings conducted by Moorabool Shire, held to acquaint us with the Shire requirements and protocols for re-opening Shire-owned premises managed by Delegated Section 86 Committees. These protocols are prescriptive, and our Committee felt unable to accept responsibility for undertaking these protocols and procedures, especially as our on-the-spot workers are mainly elderly volunteers, and decided to keep both book barn in the forge and cottage closed until further notice.
- While the forge and cottage have been closed, we have taken the opportunity to carry out essential maintenance and repairs. The forge floor has been sanded and re-polished using an eco-friendly product. We are very happy with the result. The parlour floor in the cottage has been inspected for white ants and termites. Considerable evidence has been shown that these pests are present. We are waiting on a report from Flik Pest Control, which we expect to recommend an entire under-floor treatment, and the replacement of the parlour floor. These works to be carried out under the auspices of Moorabool Shire.
- Our Shire liaison person, Stephanie Lewin, has resigned and we have not as yet been notified of her replacement.
- The Committee has been notified of the imminent change from being a Delegated Committee under Section 86 to being a Shire Assets Committee. Official notification and explanation of this change has not yet been received.
- No further work has been carried out at the property next to the forge, the former site of the property known as Inverloch.

Margaret Simpson
14 August 2020

Att 8 - HAC Report CMBM - Aug 2020

Catholic Museum of Bacchus Marsh
Convent Lane, Bacchus Marsh.
Postal Address: C/ St Bernard's Catholic Church, 61 Lerderberg St,
Bacchus Marsh.
Vic 3340.

August 2020 H.A.C Report.

To date with the Coronavirus lockdown the Museum has not been open.

We have a new Priest who asked to be shown around the convent, chapel and grounds. Father showed interest in the history of the site, previous building sites, additions/alterations over the years and general layout of the whole school/convent site. The rundown condition of the inside & outside of the convent building surprised him. He loves the chapel size and internal features and would like the opportunity to hold a mass there some time. He is now aware of the physical aspects of the building that need work, but agrees that it is in better condition than the convent or adjoining kitchen/hallway section. Our committee member who showed Father around expressed our wish to maintain the chapel building externally (roof, walls, doors, windows), but improve the chapel internally (floor, walls, paint, entrance, etc) as appropriate for a museum. Father is not in a position to promise any money for any work, he will be a supporter for maintenance and improvements to the chapel that we request. Being a realist, we should still try for any local/shire/government grants that may be available. I have suggested we get a Museum Improvements Group together to put a Priority list together, so we can look out for Grants. But have not heard back as yet.

The facebook page is now over 100 followers and slowly growing.

Regards

Christine Bronchinetti





Moorabool Shire Council

Instrument of Appointment and Authorisation

(Planning and Environment Act 1987 only)

December 2020

Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)

In this instrument 'officer' means the members of Council staff as defined in column one of the following table:

Officer	Position	Position Abbreviation
Allan May	Environmental Health Technical Officer	[EHTO]
Ana Mitrov	Strategic Planner	[STP]
Andy Gaze	Coordinator Community Health and Safety	[CCHS]
Debbie Frappa	Statutory Planning Enforcement Officer	[SPEO]
Faye Laskaris	Senior Environmental Health Officer	[SEHO]
Henry Bezuidenhout	Executive Manager Community Planning and Economic Development	[EMCPED]
Julie Menzies	Senior Environmental Health Officer	[SEHO]
Justin Horne	Manager Environment and Waste Education	[MEWE]
Jyoti Makan	Senior Strategic Planner	[SSP]
Liam Prescott	Strategic Planner	[STP]
Mark Lovell	Coordinator Statutory Planning	[CSP]
Narelle Sillitoe	Community Safety Officer	[CSO]
Patrick Armstrong	Major Developments Advisor	[MDA]
Peter Falland	Coordinator Planning and Building Administration Services	[CPBAS]
Robert Asquith	Statutory Planner	[SP]
Robert Fillisch	Manager Statutory Planning and Building Services	[MSPBS]
Rod Davison	Senior Strategic Planner	[SSTP]
Samuel Duff	Statutory Planner	[SP]
Sara Douglas	Community Safety Officer	[CSO]
Sarah Kernohan	Coordinator Strategic Planning	[CSTP]
Simon Glenister	Statutory Planning Enforcement Officer	[SPEO]
Stewart Steele	Team Leader Community Safety	[TLCS]
Thomas Tonkin	Statutory Planner	[SP]
Vanessa Osborn	Coordinator Major Developments	[CMD]
Victoria Mack	Statutory Planner	[SP]
Victoria Trembath	Senior Environmental Health Officer	[SEHO]

By this instrument of appointment and authorisation Moorabool Shire Council –

- 1. under section 147(4) of the *Planning and Environment Act 1987* – appoints the abovementioned officers to be authorised officers for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
- 2. under section 313 of the *Local Government Act 2020* authorises the abovementioned officers either generally or in a particular case to institute proceedings for offences against the Acts and regulations described in this instrument.

It is declared that this instrument –

- (a) comes into force immediately upon its execution; and
- (b) remains in force until varied or revoked.

This instrument is authorised by a resolution of the Moorabool Shire Council on Wednesday 2 December 2020.

The **COMMON SEAL** of the)
MOORABOOL SHIRE COUNCIL)
was affixed by authority of the)
Council in the presence of:)

.....

Councillor

.....

Chief Executive Officer

.....

Date









Attachment: 2020-2021 Capital Improvement Program - Project Update (as at 30 September 2020)

Project	Project Comments	Project Status (as at 30 September 2020)	Budget Status	
			YTD	YTD/2020
Woolpack Road Stage 2, Maddingley Rehabilitation from Parwan Creek to Bacchus Marsh Geelong Road. Containment barrier replacement over the rail bridge.	Road defects completed and Micro surfacing treatment delayed until 2021 due to border crossing restrictions. Rail Bridge barrier works commencement pending VireVic Track rail access permit approval.	In Progress		
Wentbee Vale Rd, Maddingley (East) Road rehabilitation & widening from 450m west of Halletts Way to 2500m west of Halletts Way	Construction scheduled for completion in December 2020	In Progress		
Dunnstown-Yendon Road, Yendon - Sealed Recon Road rehabilitation from Ryans Road to Yendon Egepton Road	Construction scheduled for October to December 2020	Project Awarded - Yet To Start		
Gleespie Lane, Ballan Road rehabilitation & widening from 120m east of Denhams Road to Old Geelong Road	Construction scheduled for October to December 2020	Project Awarded - Yet To Start		
Old Melbourne Road, Bungaree - Construction Road rehabilitation & bridge barrier renewal from 550m west of Murphys Road to Leisters Road	Construction scheduled for November to December 2020	Project Awarded - Yet To Start		
Yendon-Egepton Road, Mt Egepton - Construction Road rehabilitation & guard fence installation from 150m east of Powerline Road to Egepton-Ballan Road	Construction scheduled for October to December 2020	Project Awarded - Yet To Start		
Yendon-Lal Lal Road, Lal Lal - Intersection Construction Upgrade of the intersection of Clarendon-Lal Lal, Coalmine and Lal Lal Falls Roads	Construction scheduled for October to December 2020	Project Awarded - Yet To Start		
Local Area Traffic Management Study - Project Progression Implementation of the LATM strategies	Project is scheduled for commencement January 2021	Not Commenced		
Yendon-Lal Lal Road, Lal Lal - Rehabilitation Road rehabilitation & widening from 1,450m southeast of Old Racecourse Road to Lal Lal Falls Road	Design due for completion in December 2020	Document / Design Preparation		
Gleespie Road, Gleespie - Reseal & Widening Road rehabilitation of the east and west approaches to the bridge over Spring Creek	Construction scheduled for October to December 2020	Project Awarded - Yet To Start		
Shaws Road, Ballan - Rehabilitation Road rehabilitation from Geelong-Ballan Road to Lightwoods Lane, including the intersection upgrade	Construction scheduled to start December 2020	Document / Design Preparation		
Halletts Way/Hills Lane Roundabout - Asphalt P&S Reconstruction of roundabout and approaches	Construction scheduled for November / December 2020	Project Awarded - Yet To Start		
Griffin Street, Maddingley - Design of Upgrades Design for a duplication of the existing road between Grant Street and Cassinia Boulevard	Design documentation scheduled for commencement in December 2020	Not Commenced		
Franklin and Labilliere Street, Maddingley - Upgrade Construction of upgrades to Franklin between Meier and Labilliere Streets, Maddingley	Construction scheduled for October to December 2020	Project Awarded - Yet To Start		
LATM - Intersection at Young & Bennett Streets Upgrade of the intersection of Young & Bennett streets, improvement of pedestrian connectivity and installation of two wombat crossings on Young Street	Project out for tender submissions.	Tender / Quote		
Reseal Program Resealing of over 30 roads across the shire totaling over 215,000m2 of seal area	Final preparation works completed Resealing scheduled for October 2020 & March 2021	In Progress		
Carlons Road, Gordon - Gravel Shoulder Shoulder resheet from Main Street to Western Freeway overpass	Construction scheduled for December 2020	Document / Design Preparation		
Banksfoot Road, Bungaree - Gravel Shoulder Shoulder resheet from 1200m south-west to Coffey Lane	Construction scheduled for January 2021	Document / Design Preparation		
McCarthy Road, Navarre - Resheet & Seal Road reconstruction and seal from Yankee Flat Road to City of Ballarat boundary	Construction scheduled for January 2021	Document / Design Preparation		
Shaws Road, Ballan - Resheet and Rail Renewal Gravel road resheet from Lightwoods Lane to Soapbox Reserve entrance	Construction scheduled for December 2020	Document / Design Preparation		
Carlons Road, Gordon - Gravel Road Gravel road resheet between existing sealed sections	Construction scheduled for December 2020	Document / Design Preparation		
Lynhurst Street, Gordon - Gravel Road Gravel road resheet from Lynhurst Street to Old Mission Highway	Construction scheduled for November 2020	Document / Design Preparation		
Spreadagle Road, Millbrook - Gravel Road Gravel road resheet from Old Melbourne Road, 1400m north	Construction scheduled for November 2020	Document / Design Preparation		
Alf Nalton Gully Road, Mount Egepton - Gravel Road From Main Road, 500m east	Construction scheduled for October 2020	Document / Design Preparation		
Steeley Lane, Mount Egepton - Gravel Road Gravel road resheet from Gordon-Egepton Road to Wide Street	Construction scheduled for October 2020	Document / Design Preparation		
Wide Street, Mount Egepton - Gravel Road Gravel road resheet from Trousdale Lane to Steeley Lane	Construction scheduled for October 2020	Document / Design Preparation		
Hopwood Street, Gordon - Gravel Road Gravel road resheet from Grange Road to Russell Street	Construction scheduled for October 2020	Document / Design Preparation		
Morrison Lane, Korobei - Gravel Road Gravel road resheet from 1.5km north of Muir Lane to end of residential lots	Construction scheduled for October 2020	Document / Design Preparation		
Ryans Road, Yendon - Bridge over Watercourse Renewal of existing bridge barrier	Construction scheduled for completion early October	In Progress		
Gleespie Road, Gleespie - Bridge over Spring Creek Structural bridge deck renewal & guard fence upgrades	Construction scheduled for October to December 2020	Project Awarded - Yet To Start		
Woolpack Road, Bacchus Marsh - Bridges Renewal works on Parwan Creek & Wentbee River Bridges as outlined in Level 3 Assessments	Quotation documented as being prepared	Document / Design Preparation		
Maddingley Park - Resheet and Seal of Pathways Resurfacing of various paths within the Maddingley Park Public Reserve	Design documentation in progress	Document / Design Preparation		
Bacchus Marsh Road - Moon Reserve Walking Trail Resheet of walking track immediately adjacent Bacchus Marsh Road	Awaiting quotation submissions for works	Tender / Quote		

Attachment: 2020-2021 Capital Improvement Program - Project Update (as at 30 September 2020)

Project	Project Comments	Project Status (as at 30 September 2020)	Budget Status	
			2020	2021
Pepperree Park, Bacchus Marsh - Path Renewal Resheet of granite sand walking tracks between Pealco's Way and Grant Street	Awaiting quotation submissions for works.	Tender / Quote		
Underbank Boulevard, Bacchus Marsh - Footpath Construction of footpath between Rosehill Drive and No. 1 Underbank Boulevard	Footpath in design preparation	Document / Design Preparation		
Greendale-Myriong Rd, Greenside - Bridge to Hastings Rd Resurfacing of the footpath between Greenside and Grange Avenue	Footpath in design preparation	Document / Design Preparation		
Grey St, Darley - X & C Construction of improved pedestrian connectivity, installation of raised medians between Dundas Street & Hodgson Street.	Stage 1 is complete and Stage 2 is currently in design stage	In Progress		
Design of improvement between Gibsons Road & Dundas Street Ficken Street, Ballan - Kerb Part kerb renewal of Inglis Street between Sirovitz Street (east side)	Kerb & channel is in design preparation	Document / Design Preparation		
Main Street, Bacchus Marsh - Kerb Isolated kerb renewal between Gibsons Road and Young Street, both sides	Kerb & channel is in design preparation	Document / Design Preparation		
Wentbee Vale Road Drainage - Design and Construction Design and construction of drainage improvements and outfall via a of 360 Wentbee Vale Road at unsealed road	Procurement of design documentation scheduled for December 2020	Not Commenced		
Darley Park - Masterplan and Pavilion Design	Quotations for masterplans are currently being evaluated. Tender for design of the pavilion has been advertised with awarded anticipated in November 2020.	Document / Design Preparation		
Wallace Rec Reserve Irrigation (County Football/Netball Program) Irrigation installation of the oval at Wallace Recreation Reserve	Construction scheduled for October 2020	In Progress		
Masons Lane Rec Reserve - Cricket Pitch Cricket Pitch Renewal on oval /	Construction scheduled for October 2020	Project Awarded - Yet To Start		
Masons Lane Rec Reserve - Irrigation Installation Irrigation installation of oval 2 Masons Lane Recreation Reserve	Awaiting quotation submissions for works.	Tender / Quote		
Darley Park Rec Reserve - Playground	Masterplan for Darley Park being developed. Playground design is on hold until masterplan finalised.	Document / Design Preparation		
Ball Hill - 1001 Steps - Design & Construction Design and construction of the 1001 Steps at Ball Hill, Bacchus Marsh, including formalisation of the entrance to the reserve. 1001 steps walk and lookout	Project is in design preparation stage	Document / Design Preparation		
Mil Park Upgrades - Community Facilities Grant	Mil Park upgrades project is on hold until matching grant funds is obtained.	On Hold - Grant Unsuccessful		
Gordon Public Park Upgrades - Community Facilities Grant	Gordon Public Park upgrades project is on hold until matching grant funds is obtained.	On Hold - Grant Unsuccessful		
SRV Female Friendly Facilities Grant - Dunsdown Rec Res	Dunsdown Rec Reserve Pavilion upgrade project is on hold until matching grants is obtained.	On Hold - Grant Unsuccessful		
SRV Female Friendly Facilities Grant - Netball Courts	Netball/court upgrade project is on hold until matching grant funds obtained.	On Hold - Grant Unsuccessful		
SRV Cricket Facilities Grant	Ballan Cricket facilities project is on hold until matching grants can be obtained.	On Hold - Grant Unsuccessful		
Eddie Toole Reserve, Bacchus Marsh - Irrigation System Irrigation design and installation at Eddie Toole Reserve, Bacchus Marsh	Project is in design preparation stage	Document / Design Preparation		
Egans Reserve - Implementation of Masterplan Recommendations. Implementation of master plan priorities.	Project is in design preparation stage	Document / Design Preparation		
Mil Park, Ballan - Pedestrian Connections	Masterplan for Mil Park has been drafted. Detailed design for pedestrian connection is underway and scheduled for completion in June 2020.	Not Commenced		
Bacchus Marsh Racecourse Reserve - Construction	Stage 1 construction included the award of multiple major and minor contracts including Sports Pavilion and Civil and Services works. Landscaping components are schedule to commence in October/November 2020 completion scheduled for completion in December 2020.	In Progress		
Bacchus Marsh Racecourse Reserve - Stage 2 Design	A design contract has been awarded to Band Architects with commencement in October 2020 and completion by June 2021	Document / Design Preparation		
Bacchus Marsh Indoor Recreation Facility - Preparing	The design contract was awarded to Peddle Thorp Architects in December 2019. Design and documentation for Stage 1 (Indoor Sports) is scheduled for completion in January 2021. Tender for the construction of Stage 1 is scheduled for March 2021 and is subject to a successful grant application.	Document / Design Preparation		
Ballan Recreation Reserve Pavilion Design and construction of a new pavilion at the Ballan Recreation Reserve.	Project is in design preparation stage	Document / Design Preparation		
Masons Lane - Western Pavilion Extension Construction of a new storage shed and refurbishments of the existing west pavilion	Construction scheduled for November to January 2021	Project Awarded - Yet To Start		
Ballan Library Facility - Feasibility and Design Review of options for a redevelopment or new library in Ballan, inclusive of opportunities to co-locate specific Council services	Drafting of feasibility study has commenced	Document / Design Preparation		
Maddingley Park - Preparing Public Toilet	Masterplan for Maddingley Park being developed. Public toilet design is on hold until masterplan finalised.	Not Commenced		
Lidgett St Rec Rev - Play Equip Design and construction of new path, irrigation system and landscaping for Stage 2 redevelopment	Currently developing procurement documentation for stage 2	In Progress		
Bacchus Marsh and Ballan Splash Parks - Design Works	Masterplans for Pepperree Park, Bacchus Marsh and Mil Park, Ballan have been drafted. Concept designs for splash parks complete with detail following adoption of Masterplan.	Document / Design Preparation		
DDA Upgrade Program Implementation of DDA priorities.	Stage 1 projects scheduled for construction in November 2020 Stage 2 in design and documentation preparation stage.	In Progress		
Open Space Improvement Plan Improvements to 2 reserves (Gay Place and Harry Vallance Place)	Draft design underway and due in mid November 2020	In Progress		
Small Town Improvement Program Township improvement, including minor amenities such as street trees and park benches, in Greendale and Blackwood	Community consultation commenced	Document / Design Preparation		

Attachment: 2020-2021 Capital Improvement Program - Project Update (as at 30 September 2020)

Project	Project Comments	Project Status: (as at 30 September 2020)	Budget Status: 
Jonathan Drive Lighting Design and installation of lighting over shared path between Holtz Lane and Grey Street	Finalising the design documentation.	Document / Design Preparation	
Ballin Civic Centre - Renovations Office layout improvements to include additional meeting rooms and amenities to accommodate an increase in staff numbers at the Ballin Council Site	Ballin office accommodation project is currently being documented. Design and Construct tender to be advertised in November 2020	Document / Design Preparation	
Darley Civic Centre - Renovations Office layout improvements to provide for increased in staff numbers and re-allocation of service units the Darley Council Site	Darley office accommodation project is currently being documented. Design and Construct tender to be advertised in November 2020	Document / Design Preparation	
Bacchara Marsh Depot - Renovations Office and amenity improvements at the Council Depot in Bacchara Marsh	A construction contract has been awarded to WP Contractors and is scheduled to commence in November 2020 with completion in January 2021.	In Progress	
West Maddingley Early Years Facility - Design/Transfer Land	An Expression of Interest for design services is scheduled to be advertised in November 2020. A selective tender process will follow with the project schedule to commence in January 2021	Not Commenced	
Ballin Depot Relocation Construction of new facility at Madder Drive, Ballin	A construction contract has been awarded to WP Contractors and is scheduled to commence in early 2021 with completion by December 2021.	Project Awarded - Yet To Start	
Darley Netball Court Surfacing Acrylic surfacing of Darley Netball Courts	Procurement of project scheduled for November 2020	Not Commenced	



AQUATIC PARKS MASTERPLANS

PEPPERTREE PARK
MILL PARK

PREPARED FOR
MOORABOOL SHIRE COUNCIL
25/11/20
DRAFT FOR REVIEW

INTRODUCTION

This drawing set presents high level masterplans for two public parks in Moorabool Shire - Mill Park in Ballan and Peppertree Park in Bacchus Marsh

Both parks sit alongside the Werribee River amongst mature native trees. They each include an existing pool facility and older recreation and landscape features that are due for reinvigoration.

For both parks, two masterplans are presented. The first for each includes a new splashpad as an extension to the existing aquatic facility. The second for each provides the option to add a nature-inspired water play space which is free for the community to enjoy.



PLACE CHARACTER & MATERIALS

The natural landscapes of Bacchus Marsh and Ballan offer the community unique interactions with the surrounding ranges, Werribee River and mature specimens of native vegetation. The theming of the landscape proposed across these sites will compliment these exiting features and borrow from the unique geological story that helped create both the natural landscape and the local history.



CHARACTER

As the subject sites are located in Victorian Volcanic Plain bioregion, the defining vegetated landscape character is the Plains Grassy Woodland and Red Gum Swamp. These landscapes are associated with significant waterways.

The hydrology and geomorphology is a significant element in the formation of Bacchus Marsh's natural and cultural landscapes. The Werribee and Lerderberg rivers cut into the remnant lava surfaces creating variations in terrain in an otherwise fairly flat landscape.

The proposed landscape design looks to integrate and build upon the existing character elements to establish a strong sense of place and local identity.

GEOMORPHOLOGY

The geomorphology of the local area is composed of a flat sedimentary valley between folded sedimentary and volcanic hills. In many areas weathering has revealed the underlying geomorphology of stratified rock.

DESIGN RESPONSE

The hardscape materials and patterns selected reflect the local geology. Local natural stone such as porphyry cobbles are used, along with concrete that adopt the same warm neutral colours seen in local rocks and soil.

The paving includes groove finished concrete which is inspired by striated rock formations. The river environment is reflected in the use of river pebbles applied as feature mulch and ripple textured paving.

FURNISHINGS

A common furnishings palette will be applied across all three sites. This will help to build the a more unified identity across the public realm.

Many items will also be used in Maddingley Park, and could be applied more broadly across Moorabool Shire's other parks and streetscapes

The palette is simple and classic, allowing it to suit a variety of settings, including heritage and newer areas.



Bins can include recycling/landfill signage
Perforations can be customised
Stainless steel & charcoal colour powdercoating proposed
Option to add a smart sensor to the bin such as 'CleanFlex'



FURNISHINGS PALETTE
ALL SITES



DATE: XX.XX.20XX
JOB NO: PDXXXX
DWG NO: X-XX0-XX000
REV: X

PEPPERTREE PARK



EXISTING CONDITIONS
PEPPERTREE PARK, BACCHUS MARSH

DATE: 25/11/20
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ENTRY FROM GRANT STREET

It has been well established that Peppertree Park's public face to Grant Street is not very inviting, with poor visual permeability and a sense of disconnection. The masterplan seeks to improve this by removing larger shrubs which are concealing views at eye level in the car park and part of the stone wall. The design also establishes more distinct and inviting entries for pedestrians, with better sight lines into the park and wayfinding signage.

INTERNAL CONNECTIVITY & AMENITY

The proposal creates a more formalised path network, connecting picnic facilities, a new toilet block, play areas. The space will be more inviting for events, with improved central access spine and the re-grassing and re-grading of the amphitheatre.

The path network also draws attention to the Werribee River, with two paths terminating at lookout points. The new lookout point on the western side of the park also presents an opportunity to connect the adjacent parkland south of the river to Peppertree Park via a new footbridge.



UPGRADED PICNIC AREA WITH SHELTER, SEATING AND BENCHES



PROPOSED TOILET BLOCK



NATURE-INSPIRED SPLASH PAD / WATER FEATURE AREA



NATURE AND WATER PLAY



NATURE PLAY ELEMENTS



ROCK SWALE WITH PLANTING TO MIMIC WERRIBEE RIVER ECOSYSTEM



GRASSED MOUNDS NEAR SPLASH PARK / POOL



GRASSED AMPHITHEATRE FRAMED BY TREES

FURNITURE AND ELEMENTS



KICK-ABOUT LAWN AREA FOR INFORMAL BALL GAMES OR EVENTS



CHARACTER & DESIGN INTENT
PEPPERTREE PARK

DATE: 26/11/2020
JOB NO: P06015012
DWG NO: LA-03
REV: DRAFT

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LEGEND:

- 1 UPGRADED CAR PARK
- 2 CAR PARK ENTRANCE OPTIONS
- 3 DROPPED KERB FOR AUTHORISED VEHICLE ACCESS DURING EVENTS
- 4 EXISTING LAWN AREA TO BE RETAINED
POTENTIAL FOR GOAL POSTS TO BE REALIGNED
- 5 PROPOSED REALIGNMENT OF FORMAL ENTRY POINT WITH IDENTIFYING SIGNAGE
- 7 PROPOSED PICNIC AREA INCL. SHELTER SEATS TABLES AND EXISTING BBQ.
- 8 PROPOSED PICNIC AREA INCL. SHELTER SEATS TABLES AND BBQ.
EXISTING SHELTER MAY BE RETAINED OR REPLACED
- 9 PROPOSED TOILET BLOCK
- 10 PROPOSED NATURE-BASED PLAY
- 11 UPDATE OF EXISTING OF AMPHITHEATRE - INCLUDE GRASSED AREAS AND REPLACE TIMBER STRUCTURE WITH TREES
- 12 EXISTING VIEWING DECK WITH PROPOSED SEATING AND REALIGNED PATH CONNECTING
- 13 PROPOSED VIEWING DECK AND SEATING
ALTERNATIVELY - CONNECTION POINT FOR NEW FOOTBRIDGE
- 14 ARTISTIC FEATURE
E.G. PAVEMENT OR SCULPTURAL
- 15 WAYFINDING SIGNAGE LOCATIONS
- 16 GRASSED MOUNDS



NATURE-BASED WATER PLAY OUTSIDE SECURE AREA

SINGLE SPLASH PAD IN SECURE AREA WITH LARGE WATER FEATURE (E.G. BUCKET)



MASTERPLAN OPTION 1 - SINGLE SPLASH PAD + NATURE WATER PLAY
PEPPERTREE PARK, BACCHUS MARSH

DATE: 25/11/20
JOB NO: P0015012
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REV: -

1:1000 @ A3



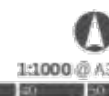
LEGEND:

- 1 UPGRADED CAR PARK
- 2 CAR PARK ENTRANCE OPTIONS
- 3 DROPPED KERB FOR AUTHORISED VEHICLE ACCESS DURING EVENTS
- 4 EXISTING LAWN AREA TO BE RETAINED
POTENTIAL FOR GOAL POSTS TO BE REALIGNED
- 5 PROPOSED REALIGNMENT OF FORMAL ENTRY POINT WITH IDENTIFYING SIGNAGE
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- 13 PROPOSED VIEWING DECK AND SEATING
ALTERNATIVELY - CONNECTION POINT FOR NEW FOOTBRIDGE
- 14 ARTISTIC FEATURE
E.G. PAVEMENT OR SCULPTURAL
- 15 WAYFINDING SIGNAGE LOCATIONS
- 16 GRASSED MOUNDS



MASTERPLAN OPTION 2- REMOVE POOL & EXPAND NATURE WATER PLAY
PEPPERTREE PARK, BACCHUS MARSH

DATE: 25/11/20
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REV: -



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TREES



Drooping Sheoak



Yellow Ironbark

SHRUBS



White Correa



Goodenia



Spider Flower

**TUFTS/
GROUNDCOVERS**



Berry Saltbush



Common Everlasting



Climbing Saltbush



Purple Coral Pea



Mat Rush



Tussock Grass



Grey Tussock Grass



Creeping Boobialla

SPECIES LIST

Code	Botanical Name	Common name	Size at maturity (HxW)
TREES			
ALL ver	<i>Allocasuarina verticillata</i>	Drooping Sheoak	9m x 5m
EUC mel	<i>Eucalyptus melliodora</i>	Yellow Ironbark	14m x 10m
SHRUBS			
COR alb	<i>Correa alba</i>	White Correa	1-1.5m x 1-1.5m
GOO ova	<i>Goodenia ovata</i>	Goodenia	0.1-0.3m x 1-2m
GRE ros	<i>Grevillea rosmarinifolia</i>	Spider Flower	1.8m x 1m
TUFTS/ GROUNDCOVERS			
ATR sem	<i>Atriplex semibaccata</i>	Berry Saltbush	2m x 2m
CHR api	<i>Chrysocephalum apiculatum</i>	Common Everlasting	0.1-0.2m x 0.3-0.4m
EIN nut	<i>Einodia nutans</i>	Climbing Saltbush	0.2-0.5m x 0.5m
HAR vio	<i>Hardenbergia violacea</i>	Purple Coral Pea	2-3m x 1-1.5m
LOM lon	<i>Lomandra longifolia</i>	Mat Rush	0.4-1m x 0.4-0.6m
POA lab	<i>Poa labillardieri</i>	Tussock Grass	0.5-1.3m x 0.3-0.7m
POA sie	<i>Poa sieberiana</i>	Grey Tussock Grass	0.2-0.3m x 0.2-0.4m
PUL ped	<i>Pultenaea pedunculata</i>	Matted Bush-Pea	0.2-0.6m x 1-3m



PLANT PALETTE
PEPPERTREE PARK, BACCHUS MARSH

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MILL PARK



EXISTING CONDITIONS
MILL PARK, BALLAN

DATE: 25/11/20
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PEDESTRIAN MOVEMENT

Currently Mill Park has no formalised pedestrian entrance point and has difficult grading challenges that block easy movement, as well as safety issues.

Our proposal is to create an entrance point that is well integrated with the broader context. Clear pedestrian crossing points are established and planter beds are proposed to discourage crossing in unsafe locations.

Wayfinding signage is proposed at the entry, as well as interpretive features adjacent to the ruins of the old Mill to convey the history of the site.

More broadly, Mill Park currently lacks a coherent pedestrian network. The masterplan seeks to resolve this problem, leading visitors safely to the pool entrance on the other side of the site, and to the various attractions in the park.

Vehicle entrance and parking has also been consolidated along a single spine so that it does not dominate or interfere with pedestrian safety and enjoyment.

CELEBRATING THE LANDSCAPE

The design invites visitors to explore the natural attractions of the site. New paths and boardwalks invite visitors to walk along the Werribee River on the eastern side, and also up to the leafy ridge line on the western side. Here visitors can take a seat and look out over the park at one of the vantage points.

RECREATION

A broad variety of recreation activities are offered in this masterplan. They have been positioned and buffered by planting to provide some sense of separation. This approach avoids fragmenting the larger open green spaces, and allows for easy access from the car park.

The play elements at the entrance of the site will integrate traditional play elements with the option for nature-based water play opportunities. These play elements will also sit along side an upgraded picnic area to allow families and guardians formal places to rest.

Further along, the skate park, pump track and half-court provide recreation opportunities for older children and adults. These spaces will be more vibrant in colour with internal opportunities for greening and planting.

SKATE AND BIKE PLAY



COLOURED CONCRETE PATTERNS



GRINDING, FLIPPING AND JUMPING ITEMS



OPPORTUNITIES FOR GREENING



PREFABRICATED PUMP TRACK

MOVEMENT & INTERPRETATION



SEATING AND BOARDWALK ALONG WERRIBEE RIVER EDGE



ETCHED INTERPRETIVE PAVING FEATURE NEAR THE MILL RUINS



ETCHED INTERPRETIVE PAVING FEATURE NEAR THE MILL RUINS



IDENTIFYING AND WAYFINDING SIGNAGE

STAGE 2 - NATURE & WATER PLAY



NATURE-INSPIRED SPLASH PAD



TRADITIONAL PLAY ALONGSIDE NATURE PLAY



WATER PLAY ELEMENTS



ROCK SWALE & NATURE PLAY ELEMENTS INTEGRATED WITH CHANGES IN LEVEL ADJACENT TO THE SITE



ROCK SWALE & NATURE PLAY ELEMENTS INTEGRATED WITH CHANGES IN LEVEL ADJACENT TO THE SITE



CHARACTER & DESIGN INTENT
MILL PARK, BALLAN

DATE: 25/11/20
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LEGEND:

- 1 EXISTING MAIN ENTRY AND PAVILION
- 2 AQUATIC CENTRE FORECOURT ACCESSIBLE FOR MAINTENANCE & DELIVERY VEHICLES & THOSE USING DDA PARKING
- 3 DDA ACCESSIBLE CAR PARKS
- 4 DROP OFF ZONE
- 5 PROPOSED HALF COURT
- 6 PROPOSED SKATE PARK
- 7 PROPOSED PUMP TRACK
- 8 PROPOSED TOILETS
- 9 TRADITIONAL PLAY ELEMENTS - CAN RETAIN EXISTING OR UPGRADE
- 10 PROPOSED PICNIC AREA- INCL. SHELTERS, SEATS TABLES AND BBQ CAN RETAIN EXISTING SHELTER OR UPGRADE
- 11 PROPOSED GARDEN BEDS TO DISCOURAGE CROSSING AT UNSAFE POINTS
- 12 BOARDWALK OVER SWALE FEEDING INTO RIVER
- 13 PLANTINGS TO SCREEN ADJACENT GOLF COURSE
- 14 INTERPRETIVE PAVING FEATURES AND SIGNAGE NEAR MILL RUINS
- 15 FORMALISATION OF PARK ENTRY POINT INCLUDING SEALED FOOTPATH, PRAM RAMP AND SIGNAGE
- 16 NEW PEDESTRIAN CROSSING POINT SUPPORTING PEDESTRIAN ACCESS VIA STEAD ST



MASTERPLAN OPTION 1 - SINGLE SPLASH PAD + NATURE WATER PLAY
MILL PARK, BALLAN

DATE: 25/11/20
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REV: -



LEGEND:

- 2 GRASSED MOUNDS
- 3 DDA ACCESSIBLE CAR PARKS
- 4 DROP OFF ZONE
- 5 PROPOSED HALF COURT
- 6 PROPOSED SKATE PARK
- 7 PROPOSED PUMP TRACK
- 8 PROPOSED TOILETS
- 9 TRADITIONAL PLAY ELEMENTS
- CAN RETAIN EXISTING OR UPGRADE
- 10 PROPOSED PICNIC AREA- INCL.
SHELTERS, SEATS TABLES AND
BBQ
CAN RETAIN EXISTING SHELTER OR
UPGRADE
- 11 PROPOSED GARDEN BEDS TO
DISCOURAGE CROSSING AT
UNSAFE POINTS
- 12 BOARDWALK OVER SWALE
FEEDING INTO RIVER
- 13 PLANTINGS TO SCREEN
ADJACENT GOLF COURSE
- 14 INTERPRETIVE PAVING
FEATURES AND SIGNAGE NEAR
MILL RUINS
- 15 FORMALISATION OF PARK
ENTRY POINT
INCLUDING SEALED FOOTPATH, PRAM
RAMP AND SIGNAGE
- 16 NEW PEDESTRIAN CROSSING
POINT
SUPPORTING PEDESTRIAN ACCESS VIA
STEAD ST
- 17 NATURE-BASED PLAY



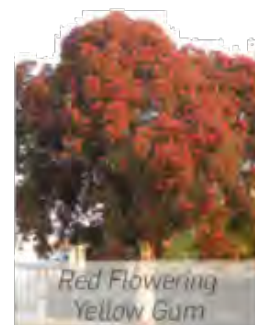
MASTERPLAN OPTION 2 - REMOVE POOL & EXPAND NATURE WATER PLAY
MILL PARK, BALLAN

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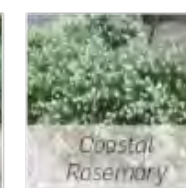
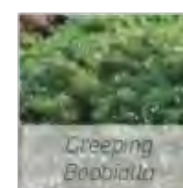
TREES



SHRUBS



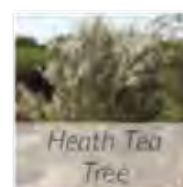
**TUFTS/
GROUNDCOVERS**



TREES



SHRUBS



**TUFTS/
GROUNDCOVERS**



PARKLAND SPECIES

Code	Botanical Name	Common name	Size at maturity (HxW)
TREES			
ACE rub	<i>Acer rubrum</i> 'Fairview Flame'	Lipstick Maple	15m x 10m
CAS cun	<i>Casuarina cunninghamiana</i>	River Oak	12-25m x 6-10m
EUC leu	<i>Eucalyptus leucoxylon</i> 'Rosea'	Red Flowering Yellow Gum	12-15m x 7m
SHRUBS			
COR dus	<i>Correa</i> 'Dusky Bells'	Native Fuchsia	1.5-2m x 1-1.5m
GRE ros	<i>Grevillea rosmarinifolia</i> 'Crimson Villea'	Grevillea	0.8m x 0.8m
PHI myo	<i>Philotheca myoporoides</i> 'Ruby Cascade'	Wax Flower	0.5-0.6m x 0.6-1m
WES blu	<i>Westringia</i> 'Blue Gem'	Native Rosemary	1-1.5m x 0.8-1.3m
TUFTS/ GROUNDCOVERS			
LOM con	<i>Lomandra confertifolia</i> sp. <i>rubiginosa</i> 'Seascape'	Mat Rush 'Seascape'	0.5-0.6m x 0.5-0.6m
LOM lon	<i>Lomandra longifolia</i> 'Tanika'	Mat Rush 'Tanika'	0.5-0.6m x 0.65m
POA poi	<i>Poa poiformis</i> 'Kingsdale'	Tussock Grass	0.4-0.5m x 0.4-0.5m
MYO par	<i>Myoporum parvifolium</i> 'Yareena'	Creeping Boobialla 'Yareena'	0.2m x 0.5m
RHA spi	<i>Rhagodia spinescens</i> 'Aussie Flat Bush'	Aussie Flat Bush	0.3-0.5m x 1m
WES fru	<i>Westringia fruticosa</i> 'Low Horizon'	Coastal Rosemary	0.3m x 0.7m

RIPARIAN SPECIES

Code	Botanical Name	Common name	Size at maturity (HxW)
TREES			
ACA mel	<i>Acacia melanoxylon</i>	Australian Blackwood	12-15m x 5m
EUC cam	<i>Eucalyptus camaldulensis</i>	River Red Gum	30m x 15m
SHRUBS			
ACA ver	<i>Acacia verticillata</i>	Prickly Moses	2-4m x 1-3m
BUR spi	<i>Bursaria spinosa</i>	Sweet Bursaria	1.5-4m x 1.5-3m
LEP myr	<i>Leptospermum myrsinoides</i>	Heath Tea Tree	1-2m x 1-2m
MEL den	<i>Melicytus dentatus</i>	Tree Violet	2-5m x 6m
POM rac	<i>Pomaderris racemosa</i>	Cluster Pomaderris	2-3m x 1.5m
TUFTS/ GROUNDCOVERS			
CHR api	<i>Chrysocephalum apiculatum</i>	Common Everlasting	0.1-0.2m x 0.3-0.4m
FIC nod	<i>Ficinia nodosa</i>	Knobby Club Rush	0.5-1.5m x 0.6-2m
LOM lon	<i>Lomandra longifolia</i>	Mat Rush	0.4-1m x 0.4-0.6m
POA lab	<i>Poa labillardieri</i>	Tussock Grass	0.5-1.3m x 0.3-0.7m
POA sie	<i>Poa sieberiana</i>	Grey Tussock Grass	0.2-0.3m x 0.2-0.4m



PLANT PALETTE
MILL PARK, BALLAN

DATE: 25/11/20
JOB NO: P0015012
PAGE NO: 22
REV: -

BACCHUS MARSH SPORTS PRECINCT CONSULTATION SUMMARY REPORT

MAY 2020



Prepared by Otium Planning Group Pty Ltd
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Document History				
Document Version	Date	Checked	Distribution	Recipient
1.0				
2.0				
3.0				
4.0				

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1. Introduction

Moorabool Shire Council are planning new open space, indoor sports courts and aquatic facilities for the community of Bacchus Marsh and Ballan. As part of the planning Council has developed plans for five sporting sites in Moorabool, four in Bacchus Marsh and one in Ballan.

The five sites are:

- Maddingley Park
- Siberia (Maddingley Park)
- Taverner Street - Vacant Land on adjacent to Siberia on corner of Fisken Street (3 Options)
- Peppertree Park (including existing pool site) (2 Options)
- Mill Park, Ballan (2 Options)

Following the preparation of draft plans a consultation process was undertaken to seek feedback from the community. A total of 117 submissions were received via the following consultation processes:

- Promotion via social media
- Council website - Social pinpoint – resident, school and club feedback
- Key stakeholders including local clubs and Committees of Management
- State Sporting Associations
- Internal Council officers (31 comments)

2. Consultation Summary

The following provides a summary of the consultation for each of the sites.

2.1 Taverner Street

2.1.1 Community /Stakeholder Feedback

A total of 32 comments were received specifically to the Taverner site and the three concept plans. Comments were supportive of developing facilities at this site and there was certainly support for both the indoor courts and the aquatic centre. Some of the specific comments included that the pool should be developed as part of the stage One, ensuring the indoor courts are multipurpose and accommodate possible future expansion opportunities. Additional considerations included traffic concerns for the intersection of Fisken and Taverner (suggested roundabout) as well as overall concerns that there may be a lack of parking. Of the three concept options there was an even number of comments which supported each of the three options. A fairly similar result was seen with social pinpoint where it allowed up voting or down voting each of the concepts.

Taverner Street	Up Votes	Down Votes
Concept 1	39 (87%)	6 (13%)
Concept 2	22 (71%)	9 (29%)
Concept 3	35 (78%)	10 (22%)

2.1.2 Internal Feedback

Eighteen comments were received from the internal feedback regarding Taverner Street. Some constraints were identified which may require further investigation including flood overlays, cultural heritage management plan and building heights. The option of limiting parking to four hours was also suggested to prevent commuter use. Suggestions were made to locate the buildings towards the front of the main road with carparking behind, improving connections for pedestrians and cycleways, as well as environmentally sensitive design.

2.2 Peppertree Park

2.2.1 Community Feedback/Stakeholder Feedback

Twenty comments related to Peppertree Park were received. Comments included the need for new and upgraded facilities including amenity block, providing an underpass for pedestrians, BBQ facilities, drinking fountains and car parking upgrades. A request to include nature play facilities, retaining dog off leash areas and ensuring events can operate were also received. In relation to the two options, there were some comments supporting the larger splash play option, however more comments were received supporting the retention of the existing pool. However, one particular comment noted that this would duplicate facilities proposed at Taverner Street. The Social Pinpoint results showed more support for Concept 2.

Site	Concept	Up Votes	Down Votes
Peppertree Park	Concept 1	11 (55%)	9 (45%)
	Concept 2	35 (87%)	5 (13%)

2.2.2 Internal Feedback

Sixteen comments were received on Peppertree Park. Constraints identified included cultural heritage and ES02 and ES08 overlays on the site. The location of the pool blocking the visual and physical access to the pool was identified as a concern and developing water play facilities near Taverner Street was also raised. Improvements for pedestrian connections (across Grant Street) and broader linkages should be further investigated, and parking could also be limited to four hours to prevent commuter use. Opportunities for the site included relocating the splash park to the western end of the pool complex and ensure it remains free, utilising the natural bushland setting of the site, as well as using the open green space for events.

2.3 Maddingley Park and Siberia

2.3.1 Community Feedback/Stakeholder Feedback

Seventeen Comments related to Maddingley Park and Siberia were received. Comments included suggestions for facility upgrades including toilets, cricket nets, turf wicket, new change rooms required to cater for female participation, BBQ facilities and pedestrian pathways. There was a comment regarding noise concerns from the football club as well as the opportunity for netball courts to be included. Additional consideration included having the community open space area for events, improving planting and landscaping of the areas and additional parking requirements/opportunities between Fisker and Grant St. There was general support for the pool location on Siberia, however there was concern regarding the loss of the cricket/football field and the associated infrastructure currently in place.

2.3.2 Internal Feedback

Twenty- four comments were received on Maddingley Park and Siberia. Developing a clear vision and goals was suggested with the ability to revamp what is a tired looking site. This may assist to answer some of the general issues raised including the future of the football club on the site (or relocating to Racecourse), the space required for tennis and the proposed uses of the site. Cultural heritage, historic trees, ES08 overlay considerations were all raised as constraints which require further investigation. Limiting parking to four hours to prevent commuter use and looking at ways to improve the carparking conflict between user groups was also suggested. Opportunities included storm water harvesting, reviewing current infrastructure condition and locations, as well as improvements to pedestrian network and lighting were suggested. Improvements and works to the gardens and trees on the site should be considered in line with the Parks assessment.

2.4 State Sporting Associations

Relevant State sporting Associations were invited to provide feedback on the concept plans. The following provides a summary of the feedback received.

2.4.1 Volleyball Victoria

In 2019 Volleyball Victoria completed a facilities strategy to help determine how volleyball as a sport could get more opportunities to advocate for more courts and more court time for volleyball across the state. One of the directions from the strategy was to appoint a facilities liaison to work with local government and other stakeholders to help achieve these aims.

Volleyball Victoria are interested in the in the indoor sports centre which has been identified as stage 1 of the process. The design of the centre looks very good and can accommodate a number of sports due to it being configured as a four-court facility compliant to netball standards. The main issue from a volleyball perspective is the detail design of the floor space at the centre and what courts will be included and line marked when the centre is completed. There are some different options in regard to configuration of volleyball courts which can be considered in a four-court facility. The key requirements is to get the line marking and more importantly sleeves for volleyball nets to be put in the right place prior to construction commencing.

2.4.2 Basketball Victoria

Basketball Victoria (BV) has consulted with the Bacchus Marsh Basketball Association and will continue to collaborate with the project architects in relation to the design.

Basketball Victoria has identified a need for four additional indoor courts in the Moorabool Shire to accommodate basketball based on population and demand, or a further 6 indoor courts to accommodate multi-sport indoor utilisation demands. The proposed new four-court indoor stadium at Bacchus Marsh will provide the potential to generate 500-1000 new players for the Association, as well as allowing for improved pathway development opportunities, and broader community uses and outcomes. A four-court indoor facility also opens the opportunity to attract events and tournaments into the Shire, as there is normally a minimum 4-court indoor facility requirement to host these events. This will create greater economic opportunities for the sporting community and Shire, as well as improved facility sustainability.

The current strategic planning has identified Shepparton, Geelong, Warragul and Bacchus Marsh as the priority projects in regional areas.

BV are fully supportive of the sports hub approach however are mindful of both the access and cost modelling policies that may be implemented in an integrated facility model. In the short term BV would like to encourage council to help facilitate access to the two courts at the Bacchus Marsh Grammar School to alleviate the current pressure for access to indoor courts.

2.5 General Comments

There were 29 comments that were general in their nature and could either not be traced to a particular park or were not related specifically to the developments and have not been included in the above overview.

2.6 Mill Park

2.6.1 Community /Stakeholder Feedback

Nineteen comments related to Mill Park were received. Specific feedback for Mill Park included concerns over flooding for the site, suggestions for an underpass, possible opportunities to add outdoor exercise equipment as well as a possible walking/running track. There was also a desire to have a full court basketball court rather than the 3x3 court. On the two options presented Option 1 had the greater support with a number of comments about not wanting to lose the pool. Option 1 was also the preferred option in the Social Pinpoint results of the two options.

Mill Park	Up Votes	Down Votes
Concept 1	25 (93%)	2 (7%)
Concept 2	8 (38%)	13 (62%)

2.6.2 Internal Feedback

Sixteen comments were received regarding Mill Park. Identified constraints included flood and waterway corridor overlays as well as the lack of pedestrian access. There were additional concerns raised regarding the landscaping and integration into the surrounds as well as the condition of existing facilities on the site. Opportunities for the site included improving the connection for pedestrians around the site, making the most of the natural amphitheatre, and improving the separation from the golf club.

3. Warranties and Disclaimers

The information contained in this report is provided in good faith. While Otium Planning Group has applied their own experience to the task, they have relied upon information supplied to them by other persons and organisations.

We have not conducted an audit of the information provided by others but have accepted it in good faith. Some of the information may have been provided 'commercial in confidence' and as such these venues or sources of information are not specifically identified. Readers should be aware that the preparation of this report may have necessitated projections of the future that are inherently uncertain and that our opinion is based on the underlying representations, assumptions and projections detailed in this report.

There will be differences between projected and actual results, because events and circumstances frequently do not occur as expected and those differences may be material. We do not express an opinion as to whether actual results will approximate projected results, nor can we confirm, underwrite or guarantee the achievability of the projections as it is not possible to substantiate assumptions which are based on future events.

Accordingly, neither Otium Planning Group, nor any member or employee of Otium Planning Group, undertakes responsibility arising in any way whatsoever to any persons other than client in respect of this report, for any errors or omissions herein, arising through negligence or otherwise however caused.

Emergency Management Planning Reform

Advisory material for a Municipal Emergency Management Planning Committee's (MEMPC) Terms of Reference

NOTE: Use of this advisory material is not mandatory.

This document is prepared to provide wording that the MEMPC may choose to use, in whole or part, whilst preparing its Terms of Reference under the new framework. The provided wording aligns with the reformed planning arrangements that are in place from 1 December 2020 and aligns with the content and structure of the REMPC Terms of Reference.

The decision to include or exclude any or all of this text from a MEMPC's Terms of Reference will not impact on the MEMPCs legitimacy so long as the MEMPC is consistent with the *Emergency Management Act 2013*, which is amended by the *Emergency Management Legislation Amendment Act 2018* on 1 December 2020.

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1. Introduction

The *Emergency Management Legislation Amendment Act 2018* (EMLA Act) amended the *Emergency Management Act 2013* (EM Act 2013) and various other acts to establish a new integrated and coordinated framework for emergency management planning at state, region and municipal levels.

At the municipal level, the EM Act 2013 as amended creates an obligation for a reformed Municipal Emergency Management Planning Committee (MEMPC) to be established in each of Victoria's municipal districts, including Alpine Resort Management Boards which, for the purposes of the Act, are considered as municipal districts.

Each MEMPC is a multi-agency collaboration group whose members bring organisation, industry or personal expertise to the task of developing a comprehensive emergency management plan for the municipality.

The Municipal Emergency Management Plan (MEMP) covers arrangements for mitigation, response and recovery, and identify the roles and responsibilities of agencies in relation to emergency management.

2. Scope

The MEMPC operates strategically to ensure comprehensive, collaborative and integrated planning occurs at all levels.

With a focus on preparedness and resilience, municipal planning applies risk-based analysis to mitigate or reduce the consequences of emergencies on the built, economic, social and natural environments and improve community outcomes.

Planning considerations include the full spectrum of prevention, preparedness, response and recovery and apply to all hazards and all communities.

The MEMPC maintains an awareness of existing municipal capability and capacity to support the effective conduct of mitigation, response and recovery activities. Where appropriate the committee may facilitate or assist with activities that support capability and capacity uplift. This may include, but is not limited to, community engagement activities or multi-agency exercises and training that provide for continuous learning and improvement.

3. Governance

Under section 59F of the EM Act, the municipal council establishes a MEMPC which transfers responsibility for municipal emergency management planning from the council to the multi-agency MEMPC. This shift of responsibility highlights the intent of the reform which supports emergency management planning as an integrated, multi-agency and collaborative effort. This means that all participating agencies are required to contribute their expertise and resource to municipal emergency management planning.

As per section 59E of the EM Act 2013, the MEMPC can regulate its own procedure.

4. MEMPC Functions

The MEMPC is the peak planning body for emergency management within the municipal district. It is the forum for government and non-government agencies to develop policies, procedures, strategies and frameworks to support coordinated emergency management planning for the municipality.

In line with section 59D of the EM Act 2013 the functions of the MEMPC are to:

- a) be responsible for the preparation and review of its MEMP
- b) ensure that its MEMP is consistent with the state emergency management plan and the relevant REMP
- c) provide reports of recommendation to its REMPC in relation to any matter that affects, or may affect, emergency management planning in the municipality
- d) share information with the REMPC and other MEMPCs to assist effective emergency management planning
- e) collaborate (having regard to the Guidelines) with any other MEMPC that the MEMPC considers appropriate in relation to emergency management planning, including preparing MEMPs
- f) perform any other function conferred on the MEMPC by the EM Act 2013, or any other act.

The MEMPC has the power to do all things necessary or convenient in connection with the performance of its functions, however it cannot direct any member agency or other group.

The MEMPC may establish ongoing sub-committees or time-limited working groups to investigate or address specific issues or undertake key tasks.

4.1 Context

The MEMPC reports to the REMPC, and the REMPC is the key link between municipal and state level emergency planning and response activities. All legislated member agencies of the MEMPC are also represented on the REMPC.



Figure 1 – Relationship of the MEMPC to the REMPC and the EMC

5. Membership

Section 59A of the EM Act 2013 specifies the minimum membership requirements of the MEMPC. The committee may invite additional people with key skills or knowledge to join the MEMPC, as necessary.

When deciding whether to invite new members to the MEMPC, consideration should be given to the reason for the invitation; for example, a potential member may be needed to add subject matter expertise to a specific project or body of work and therefore an invitation to participate in a sub-committee or working group may be a more appropriate strategy.

The committee will review its membership on a yearly basis, or more frequently if needed.

Refer to Annexure A for a current list of members of the MEMPC.

5.1 Change of Representative

The relevant agency will advise the MEMPC chair in writing of any formal changes to their nominated representative. This relates to a permanent change of membership and does not relate to attendance as a proxy (refer to section 7.8).

As required by Section 59A of the EM Act 2013, a representative requires confirmation from within the relevant agency, as outlined in the table below.

Agency	Agency nominations confirmed by
Municipal council/ Alpine Resort Management Board	Chief Executive Officer
Victoria Police	Chief Commissioner of Police
Fire Rescue Victoria	Agency
Country Fire Authority	Agency
Ambulance Victoria	Secretary, Department of Health and Human Services
Victoria State Emergency Service	Agency
Australian Red Cross	Agency
Department of Health and Human Services	Secretary, Department of Health and Human Services

6. Roles and responsibilities

6.1 Chair

Section 59B(1) of the EM Act 2013 specifies that the municipal council must nominate either its Chief Executive Officer or a member of the municipal council staff by the Chief Executive Officer as the chairperson.

6.2 Chair responsibilities

The chair has the following functions (s59B(2) of the EM Act 2013):

- chairing MEMPC meetings
- facilitating the MEMPC to perform its functions
- On behalf of MEMPC provide information and recommendations to the REMPC

Additionally, the chair will:

- Ensure the MEMPC operates in accordance with the requirements of this Terms of Reference

- Preside at and manage all meetings
- Confirm the agenda for each meeting
- Manage acceptance/advice of last-minute papers or agenda items prior to MEMPC meetings.
- Ensure that the MEMPC meets according to its schedule
- Ensure that MEMPC meetings are efficient and effective
- Provide leadership to the committee in its deliberations
- Facilitate frank and open discussion
- Ensure that all members can participate equally
- Refer issues or matters of concern identified by the MEMPC, or members of the MEMPC, to the REMPC
- Sign correspondence on behalf of the MEMPC
- Represent the MEMPC in other forums where appropriate
- Coordinate out of session matters

6.3 Election of a deputy chair

To ensure consistency and redundancy the MEMPC will elect a deputy chair. This appointment may be a certain period of time, as agreed by the MEMPC.

6.4 Deputy chair responsibilities

- Undertake the role of the chair if the elected chair is absent
- Receive delegated responsibilities of the chair as agreed with the chair

6.5 Member responsibilities

The agencies prescribed in the EM Act 2013 and additional invited committee members will provide representation at the appropriate level and with the authority to commit resources and make decisions on behalf of their organisation or community.

Members are asked to participate in the MEMPC as a partnership and provide advice or make decisions in the best interest of the citizens of Victoria. The MEMPC acknowledges and respects members existing responsibilities, accountabilities and associated levels of resourcing.

All MEMPC members will:

- Prepare for, prioritise and attend scheduled meetings
- Proactively contribute to the work of the MEMPC
- Provide meeting papers to the chair at least one week prior to a meeting
- Respect confidential and privileged information
- Represent all areas of their agencies and associated entities
- Report on recent relevant agency activity relating to emergency management mitigation, response or recovery activities, with a focus on emerging risks or opportunities
- Where a decision or action is outside the authority of the member, engage with relevant personnel within their agency to obtain approval to commit resources and undertake tasks
- Identify and liaise with subject matter experts or key representatives from within their agencies to participate in the MEMPC, its sub-committees or working groups

- Advocate for and report back to their agencies on MEMPC outcomes and decisions.

7. Administrative Arrangements

This section outlines the frequency of meetings and committee management arrangements.

7.1 Meeting frequency

To align with seasonal requirements and operational tempo, the MEMPC will meet [frequency], noting that the REMPC meets a minimum of four times a year in February, May, August and November.

The MEMPC chair may schedule additional meetings as required.

7.2 Meeting venue

7.3 Meeting papers and documentation

Any member can submit items to be included on the agenda. The chair will confirm the agenda prior to each meeting.

Meetings will be conducted on a formal basis, with proceedings recorded and action items documented in the MEMPC Actions Register.

All proceedings and documentation of the MEMPC are confidential until the MEMPC agrees otherwise, or where the provider of the information advises that it is publicly available, and no restrictions apply to its release. Noting this, MEMPC records remain discoverable under the Freedom of Information Act 1982.

MEMPC documentation will be stored on [platform].

7.4 Secretariat

The MEMPC will determine how the secretariat function will be managed. Secretariat duties may include:

- Scheduling meetings
- Providing committee members with the meeting agenda
- Record agreed actions in the MEMPC Actions Register
- Induction of new committee members
- Develop/send correspondence for the MEMPC
- Maintain the contact list of MEMPC members.

7.5 Quorum

Committee activities may be conducted without a quorum present; however, a quorum must be present for the purpose of decision making.

Where an agency will have responsibility or accountabilities as a result of a motion/resolution, that agency must be part of the quorum for that item.

A quorum is greater than 50% of the current voting members and includes the chair or deputy chair (*Annexure A*).

7.6 Decision making

In general, the Committee will adopt a consensus approach to decision-making, where a majority of members agree, with the remainder content to give way. The chair will seek further advice from the members and attendees or through external subject matter experts to support decision making.

Where consensus cannot be achieved, decisions will be made by majority vote. In the event of a tie the MEMPC, through the chair, will escalate issues to the REMPC for decision.

The chair will ensure that all members are provided with the opportunity to participate in discussions and decision making.

Each MEMPC member has one (1) vote on any matter decided by the committee, unless that member is identified as a non-voting member. To vote, a MEMPC member must be present at the meeting or represented by a proxy.

Where the MEMPC must reach a decision between committee meetings, this can be undertaken via circular resolution. All members will be notified of the proposed resolution, with a collective decision reached where the majority of respondents vote in the affirmative. Decisions made by circular resolution will be confirmed by committee at the next MEMPC meeting.

All decisions made will be regarded as collective decisions of the MEMPC.

7.7 Conflict of interest

If a MEMPC member or their proxy has a direct or indirect interest in a matter to be decided by the committee, they must declare their conflict or perceived conflict and must not vote on the issue. The MEMPC will determine if the member should be excluded from all or part of the proceedings related to the matter.

7.8 Proxies

In accordance with the intent of the legislation members should prioritise MEMPC meetings wherever possible. In the event a member is unable to personally attend a specific meeting, they are encouraged to identify a suitably skilled and authorised proxy. The proxy is considered to have the same voting rights as the substantive MEMPC member, unless the chair is advised otherwise.

Members may choose to identify a standing proxy who is empowered to represent the member at any time. The member will notify the chair of the details of this person and the duration of the appointment as a standing proxy.

Where a standing proxy is not recorded, or is unavailable, a member will advise the chair of the name, role and contact details of their nominated proxy, as early as possible before a meeting. This advice should be in writing for the purpose of record keeping and will include any limitations to the voting rights of the proxy for that meeting.

If the committee member is unable to provide advice to the chair of the details of a proxy and their voting rights before the meeting, the attendee will be considered an observer for the meeting.

7.9 Observers

An observer may attend a meeting for any number of reasons. MEMPC members will advise the chair of the attendance of an observer before a meeting, where possible.

Observers must respect all confidentiality and operating protocols of the MEMPC, and must not:

- propose or vote on motions
- intrude on the procedures of the MEMPC
- take part in the meeting proceedings without the invitation of the chair.

7.10 Non-voting members

If deemed necessary for transparency and equity, the committee can invite additional standing members who may not have voting rights. Where this is the case, the membership list at *Appendix A* will reflect the voting status.

Members of sub-committees or working groups do not have voting rights unless they are also members of the MEMPC.

7.11 Issue Escalation

The Chair may escalate any matters of significance to the REMPC for advice or decision.

Members of the committee may also seek to escalate items to the REMPC, through the chair, where efforts to resolve a matter at the local level have not been successful, or where the consequences of a decision will unduly impact the member agency.

Issues requiring escalation should be well documented and include:

- A description of the issue or advice sought and the consequences if it remains unresolved.
- Actions taken to resolve the issue.
- Recommended actions or options that may assist resolution.

8. Financial Management

The MEMPC does not have a financial delegation and does not hold a budget. The MEMPC cannot expend or receive monies.

Member agencies may agree to commit funds to a MEMPC activity or event, in which instance the expenditure is considered expenditure of the agency and not the MEMPC. The member agency is responsible for all aspects of financial management within their existing governance arrangements. The MEMPC does not accept liability for any agency-led initiatives.

9. Acronyms

Acronym	Description
EM Act 2013	Emergency Management Act 2013
EMC	Emergency Management Commissioner
EMCOP	Emergency Management Common Operating Picture (EMV system)
EMLA Act	Emergency Management Legislation Amendment Act 2018
EMV	Emergency Management Victoria
MEMP	Municipal Emergency Management Plan
MEMPC	Municipal Emergency Management Planning Committee
MEMP	Municipal Emergency Management Plan
MEMPC	Municipal Emergency Management Planning Committee

10. Document information

Document details

Criteria	Details
Document ID	
Document title:	Terms of Reference
Document owner:	MEMPC

Version control

Version	Date	Description	Author
0.1	30 September 2020	Adapted from REMPC Terms of Reference	EMV Planning Reform Team

Document approval

This document requires the approval of the MEMPC:

Name	Title	Organisation
	Chair	On behalf of the MEMPC

Audience

The audience for this document is the MEMPC

Terms	Description
12 months	This document will be reviewed every 12 months or more frequently as required.
Review Date	

Appendix A – MEMPC Membership

Organisation	Name	Role	Email Address	Contact No.
VOTING MEMBERS				
Municipal Council (Chair)				
Victoria Police				
Country Fire Authority (where applicable)				
Fire Rescue Victoria (where applicable)				
Ambulance Victoria				
Victoria State Emergency Service				
Australian Red Cross				
Department of Health and Human Services				
Community representative/s				
Recovery representative/s				
Other persons as nominated				

Organisation	Name	Role	Email Address	Contact No.
NON - VOTING MEMBERS				