



Council Meeting

Agenda

Tuesday, 25 November 2025

Civic Centre, 15 Anderson Street, Lilydale

Information for Councillors and the community

ACKNOWLEDGEMENT OF COUNTRY



Yarra Ranges Council acknowledges the Wurundjeri and other Kulin Nation peoples as the Traditional Owners and Custodians of these lands and waterways.

We pay our respects to all Elders, past, present, and emerging, who have been, and always will be, integral to the story of our region.

We proudly share custodianship to care for Country together.

COUNCIL VISION

Whether you live here or visit, you will see how much we care for country, how inclusive and connected our communities are, and how sustainable balanced growth makes this the best place in the world.

VALUE OF HISTORY

We acknowledge that history shapes our identities, engages us as citizens, creates inclusive communities, is part of our economic well-being, teaches us to think critically and creatively, inspires leaders and is the foundation of our future generations.

COUNCILLOR COMMITMENT

We'll be truthful, represent the community's needs, be positive and responsive and always strive to do better.

OUR COUNCILLORS

Billanook Ward: Tim Heenan

Chandler Ward: Gareth Ward

Chirnside Ward: Richard Higgins

Lyster Ward: Peter McIlwain

Melba Ward: Mitch Mazzarella

O'Shannassy Ward: Jim Child

Ryrie Ward: Fiona McAllister

Streeton Ward: Jeff Marriott

Walling Ward: Len Cox OAM

CHIEF EXECUTIVE OFFICER & DIRECTORS

Chief Executive Officer, Tammi Rose

Director Built Environment & Infrastructure,
Hjalmar Philipp

Director Communities, Leanne Hurst

Director Corporate Services,

Vincenzo Lombardi

Director Planning and Sustainable Futures,
Kath McClusky

GOVERNANCE RULES

All Council and Delegated Committee meetings are to be conducted in accordance with Council's Governance Rules, which can be viewed at: <https://www.yarraranges.vic.gov.au/Council/Corporate-documents/Policies-strategies/Governance-rules>

PUBLIC PARTICIPATION IN MEETINGS

Members of the community can participate in Council meetings in any of the following ways:

- making a verbal submission for up to 5 minutes on matters not listed on the agenda.
- submitting a question.
- speaking for up to 5 minutes to a specific item on the agenda. For planning applications and policy issues, the Chair will invite one person to speak on behalf of any objectors and one person to speak on behalf of the applicant. For other matters on the agenda, only one person will be invited to address Council, unless there are opposing views. At the discretion of the Chair, additional speakers may be invited for items of large interest.
- speaking for up to 5 minutes to a petition to be presented at a meeting.

For further information about how to participate in a Council meeting, please visit: <https://www.yarraranges.vic.gov.au/Council/Council-meetings/Submissions-questions-petitions-to-Council>

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The Minutes produced after each Council Meeting form the official record of the decisions made by Yarra Ranges Council.

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In the case of an emergency during a meeting held at the Civic Centre, 15 Anderson Street, Lilydale, you should follow the directions given by staff and evacuate the building using the nearest available exit. You should congregate at the assembly point at Hardy Street car park.

CONTACT US

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YARRA RANGES COUNCIL

**AGENDA FOR THE 635TH COUNCIL MEETING TO BE HELD ON TUESDAY
25 NOVEMBER 2025 COMMENCING AT 7.00PM IN COUNCIL CHAMBER, CIVIC
CENTRE, ANDERSON STREET, LILYDALE.**

1. MEETING OPENED

2. ACKNOWLEDGEMENT OF COUNTRY



Yarra Ranges Council acknowledges the Wurundjeri and other Kulin Nation peoples as the Traditional Owners and Custodians of these lands and waterways.

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3. INTRODUCTION OF MEMBERS PRESENT

OUR COUNCILLORS

Billanook Ward: Tim Heenan
Chandler Ward: Gareth Ward
Chirnside Ward: Richard Higgins
Lyster Ward: Peter Mcilwain
Melba Ward: Mitch Mazzarella
O'Shannassy Ward: Jim Child
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Chief Executive Officer, Tammi Rose
Director Built Environment & Infrastructure, Hjalmar Philipp
Director Communities, Leanne Hurst
Director Corporate Services, Vincenzo Lombardi
Director Planning & Sustainable Futures, Kath McClusky

4. APOLOGIES AND LEAVE OF ABSENCE

There were no apologies received prior to the commencement of this meeting.

5. CONFLICTS OF INTEREST

In accordance with Chapter 7, Rule 4, of the Governance Rules developed by Council in accordance with section 60 of the Local Government Act 2020.

The Local Government Act 2020 defines two categories of conflict of interest:

- *a general conflict of interest, which is defined as "...a relevant person has a general conflict of interest in a matter if an impartial, fair-minded person would consider that the person's private interests could result in that person acting in a manner that is contrary to their public duty", and*
- *a material conflict of interest, which is defined as "...a relevant person has a material conflict of interest in respect of a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter. The benefit may arise or the loss incurred (a) directly or indirectly; or (b) in a pecuniary or non-pecuniary form."*

In accordance with section 130 of the Local Government Act 2020, a conflict of interest must be disclosed in the manner required by the Governance Rules and the relevant person must exclude themselves from the decision-making process.

No Conflicts of Interest have been received prior to the Agenda being printed.

6. MAYORAL ANNOUNCEMENTS

7. CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the Council Meeting held Tuesday 11 November 2025, as circulated, be confirmed.

8. QUESTIONS AND SUBMISSIONS FROM THE PUBLIC

In accordance with Chapter 3, Rules 57 and 59, of the Governance Rules developed by Council in accordance with section 60 of the Local Government Act 2020.

A person may make a submission to Council on matters that are not listed on the Agenda. A submission may be on any matter except if it:

- (a) is considered malicious, defamatory, indecent, abusive, offensive, irrelevant, trivial, or objectionable in language or substance;*
- (b) is substantially the same as a submission made to a Council meeting in the preceding 12 months;*
- (c) relates to confidential information as defined under the Act;*
- (d) relates to the personal hardship of any resident or ratepayer; or*
- (e) relates to any other matter which the Council considers would prejudice the Council or any person.*

There were no Questions to Council or Submissions from the Public received prior to the Agenda being printed.

9. PETITIONS

In accordance with Chapter 3, Rules 60, of the Governance Rules developed by Council in accordance with section 60 of the Local Government Act 2020.

A person may submit a petition to Council on matters that are not listed on the Agenda. Every petition or joint letter submitted to Council must:

- a) identify a 'Lead Petitioner' who Council can correspond with;*
- b) be legible and in permanent writing;*
- c) be clear and state on each page the matter and action sought from Council. Every page of a petition or joint letter must be a single page of paper and not be posted, stapled, pinned or otherwise affixed or attached to any piece of paper other than another page of the petition or joint letter;*
- d) not be derogatory, defamatory or objectionable in language or nature;*
- e) not relate to matters outside the powers of Council; and*
- f) clearly state the names and addresses of at least seven (7) people who live, work, study or do business in the Municipal district.*

There were no Petitions received prior to the Agenda being printed.

YR-2025/82 - 7 Rodger Road, Wandin North - Planning Report

APPLICATION DETAILS	
Site Address	7 Rodger Road, Wandin North
Application No.	YR-2025/82
Proposal	Use and development for domestic animal boarding, use of land for caretaker's house and construction of a fence
Existing Use	A dwelling and a group of sheds on a rural property
Applicant	Mr S Li
Zone	Clause 35.04 Green Wedge Zone – Schedule 2
Overlays	Clause 42.01 Environmental Significance Overlay – Schedule 1 Clause 42.03 - Significant Landscape Overlay – Schedule 6
Particular Provisions	Clause 52.06 Car Parking
Permit Trigger/s	Clause 35.04-1 (GWZ) Use land for domestic animal boarding Clause 35.04-1 (GWZ) Use land for caretaker's house Clause 35.04-5 (GWZ) Construct or carry out a building or works associated with a use in Section 2 Clause 42.03-2 (SLO) Construct a fence specified in schedule 2
Objections	Twenty - four (29) objections, including a petition with 16 signatures
Encumbrances on Title (Covenants/Section 173 Agreements)	None
Reason for Council Decision	More than ten (10) objections
Ward	Chandler

SUMMARY

The proposal is for use and development for domestic animal boarding, use of land for caretaker's house and construction of a fence. It is proposed to use an existing outbuilding for animal boarding and to construct a fence to enclose a yard adjacent to the outbuilding. The existing driveway is proposed to be used to access a car parking area east of the outbuilding. The existing dwelling will be converted to be used as a caretaker's house for the domestic animal boarding and will include a reception area and staff amenities.

A maximum number of 22 dogs are proposed to be boarded at any one time. The animals will be supervised 24/7 but delivery and pick-up times will be limited to between 9.00am to 12.00 noon and between 3.00pm to 5.00pm.

The application has been advertised and at the time of this report twenty - four (29) objections. The key concerns raised by objectors primarily relate to noise from barking dogs, traffic and traffic safety and incompatible use in the Green Wedge Zone. Concerns were also raised related to waste management and amenity issues around noise and odour.

Overall, the proposed use and development achieve an acceptable response to the relevant planning policies including the Planning Policy Framework, Zone, Overlays and provisions of the Yarra Ranges Planning Scheme.

It is recommended the application be approved and a Notice of Decision to Grant a Planning Permit, subject to conditions including reducing the number of dogs that can be on site at any given time and conditions relating to amenity contained in Attachment 1, be issued.

RECOMMENDATION

That Council resolve to approve Planning Application YR-2025/82 for use and development for domestic animal boarding, use of land for caretaker's house and construction of a fence at 7 Rodger Road, Wandin North and issue a Notice of Decision to Grant a Permit subject to the conditions in Attachment 1 to the report.

DISCLOSURE OF CONFLICT OF INTEREST

No officers and/or delegates acting on behalf of the Council through the Instrument of Delegation and involved in the preparation and/or authorisation of this report have any general or material conflict of interest as defined within the *Local Government Act 2020*.

CULTURAL HERITAGE SIGNIFICANCE

The application has been checked against the requirements of the *Aboriginal Heritage Act 2006* and *Aboriginal Heritage Regulations 2007 (Vic)* as to the need for a *Cultural Heritage Management Plan (CHMP)*. It has been assessed that a CHMP is not required.

EXTRACTIVE INDUSTRY

The site is not located within 500m of an extractive industry.

HUMAN RIGHTS CONSIDERATION

The application has been assessed in accordance with the requirements of the *Planning and Environment Act 1987* (including the Yarra Ranges Planning Scheme), reviewed by the State Government and which complies with the Victorian Charter of *Human Rights and Responsibilities Act 2006*.

ENCUMBRANCES ON TITLE

There are no encumbrances on the Certificate of Title.

SITE LOCATION AND DESCRIPTION

The subject site is addressed as 7 Rodger Road, Wandin North and is formally known as (Lot 27 on Plan of Subdivision 008526). The subject site is located on the west side of Rodger Road, approximately 905 metres north of Victoria Road (Figure 1).



Figure 1- Aerial image of subject site and surrounding area.

Key features of the site are as follows:

- The total site area is 4.368 hectares.
- The site is currently developed with a single detached dwelling with vehicle access from Rodger Road and a group of outbuildings using the same access.
- The land slopes downward from south to north, with a fall of two metres across the site. The Little Stringybark Creek bisects the site.
- The site is not connected to reticulated sewer. Stormwater drainage infrastructure is available in Rodger Road.

Refer to Figure 2 below for the location of Little Stringybark Creek located to the rear of the site shown in blue, and the existing stormwater Council infrastructure shown in purple at Rodger Road.

Figures 3 and 4 are image of the site from Rodger Road and the sites entrance.

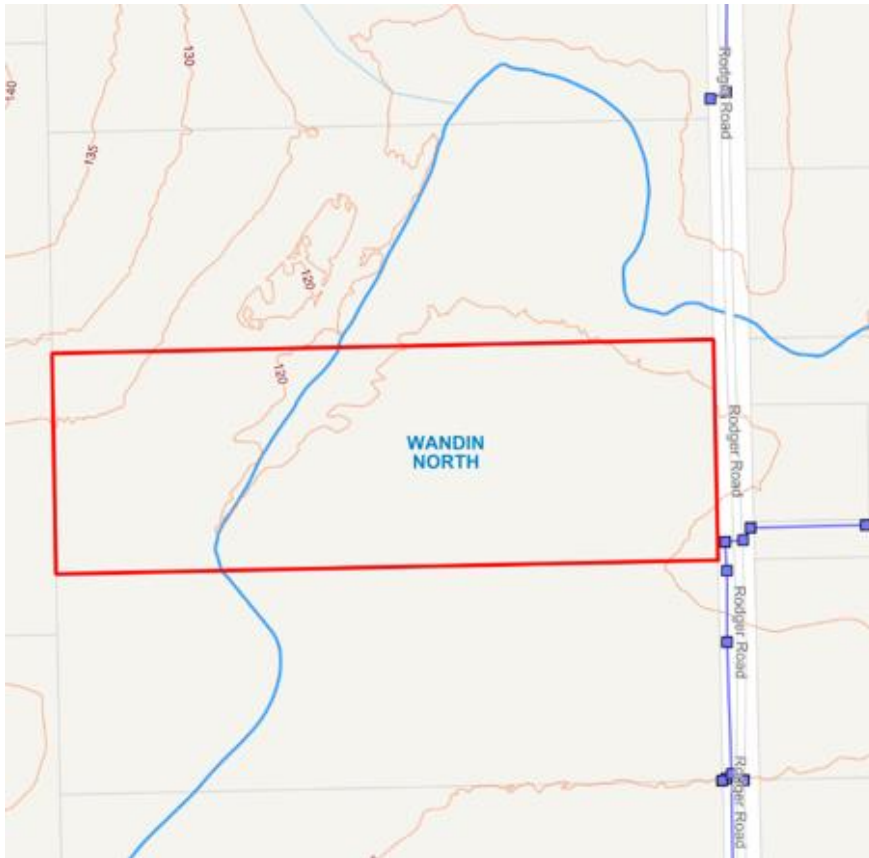


Figure 2 - Location of Little Stringybark Creek across the subject site and stormwater drainage along Rodger Road.



Figure 3 – Site frontage from Rodger Road showing location of outbuilding and caretaker's house.



Figure 4 – Site Entrance from Rodger Road

SURROUNDING AREA

The surrounding area is rural and zoned Green Wedge Zone, refer to zone map in Figure 5. The area is mainly supporting lifestyle properties with each lot containing one dwelling and one or more outbuildings. Large areas of each lot have generally been cleared of trees and are kept as open grassed areas, although several lots in the vicinity have retained large areas of vegetation.

The subject site adjoins the following properties:

North:	<ul style="list-style-type: none"> ○ 9 Rodger Road, which is developed with a single storey dwelling and a large outbuilding with a single access off Rodger Road and a timber post and rail front fence. The dwelling is setback 120 metres from the proposed boarding use.
East (opposite):	<ul style="list-style-type: none"> ○ 16 Rodger Road is developed with a single storey brick dwelling which is also used as a wellness centre and an outbuilding, with a single access off Rodger Road post and woven wire fence. The dwelling is setback 93 metres from the proposed boarding use. ○ 18 Rodger Road is developed with a dwelling and three outbuildings, with a single access of Rodger Road, and post and wire front fence. This lot surrounds 16 Rodger Road to the north, south and east. The dwelling is setback 380 metres from the proposed boarding use.
South:	<ul style="list-style-type: none"> ○ 5 Rodger Road is developed with a dwelling and several small outbuildings, with a single access off Rodger Road, and high hedges to all boundaries. 106 metres from the proposed boarding use.

West:	<ul style="list-style-type: none"> ○ 8 Cormillio Drive is developed with a dwelling and several small outbuildings, with a circular access off Cormillio Drive, and post and rail front fence. The dwelling is setback 475 metres from the proposed boarding use.
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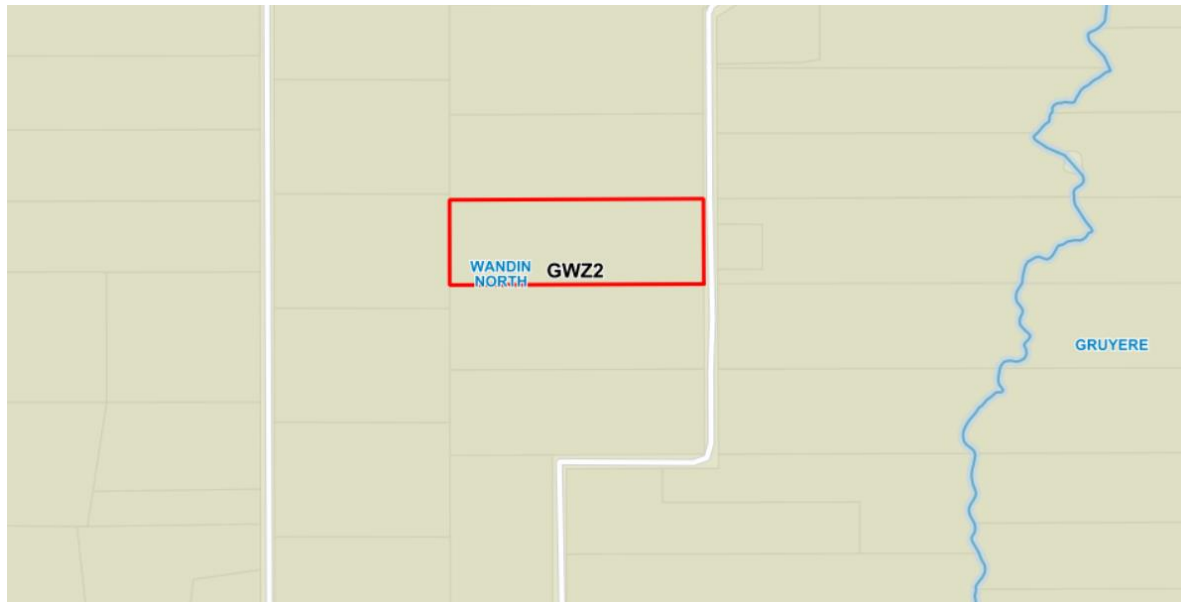


Figure 5 – Zone map of subject site and surrounding area.

PROPOSAL

The application seeks to use and develop the existing outbuildings for domestic animal boarding, use of land for caretaker's house and construction a fence.

Domestic Animal Boarding Use

The proposal for use of land for domestic animal boarding seeks to use an existing outbuilding for boarding of a maximum of 22 medium-sized dogs. The existing outbuilding is sited 62 metres from Rodger Road, 38 metres from the south side boundary, 28.15 metres south of the dwelling on site and 142.784 metres from the Little Stringybark Creek.

Dogs are proposed to be cared for 24 hours a day Monday to Sunday, but delivery and pick-up times will be limited to between 9.00am to 12.00 noon and between 3.00pm to 5.00pm each day. A maximum of four staff members will be present on site when the boarding kennels are at capacity.

Services proposed to be offered include boarding in individual heat- and noise-controlled pens, supervised outdoor exercise times in the proposed fenced yard adjacent to the existing outbuilding, and grooming services. Upon request the operator will also arrange pick-up and delivery of animals to owners.

The proposed domestic animal boarding use will be setback 93 metres from the nearest dwelling at 16 Rodger Road (on the east side of Rodger Road), and at least 120 metres from any other adjoining dwelling.

Caretaker's house use

The existing dwelling will be used as a caretaker's house associated with the domestic animal boarding. The building will cater for staff amenities, including overnight accommodation for staff, and a reception area. A maximum of four staff members would be present at any one time when the dog boarding is at capacity. Two staff are proposed to be on site overnight in case of emergency and to ensure safety. Staff would be sleeping in the caretaker's house and remote monitoring systems will be installed.

No structural alterations are proposed to the existing building.

Development

It is proposed to convert the existing outbuilding to be converted to the area which houses the animals and the construction of a new 1.8-metre-high fence, Refer to Figure 6 and 7 below for details. The proposed development works include:

- 22 pens at three square metres each. Each pen will include an elevated metal frame with cushioned bed
- Vinyl floor covering
- Storage area
- One external door is located on the north side.

An exercise yard attached to the west of the outbuilding, measuring 15 metres x 10 metres. The yard will be enclosed by a 1.8-metre-high metal mesh fence.

Nine car spaces to the east side of the existing accessway opposite the outbuilding for both customers and staff.

No vegetation removal is proposed.

No business identification signs are proposed.

Refer to Attachment 3 for a full set of plans. The applicant has also submitted a Waste Management plan (Attachment 5), Operational Management Plan (Attachment 6) and a Noise Management Plan (Attachment 7).

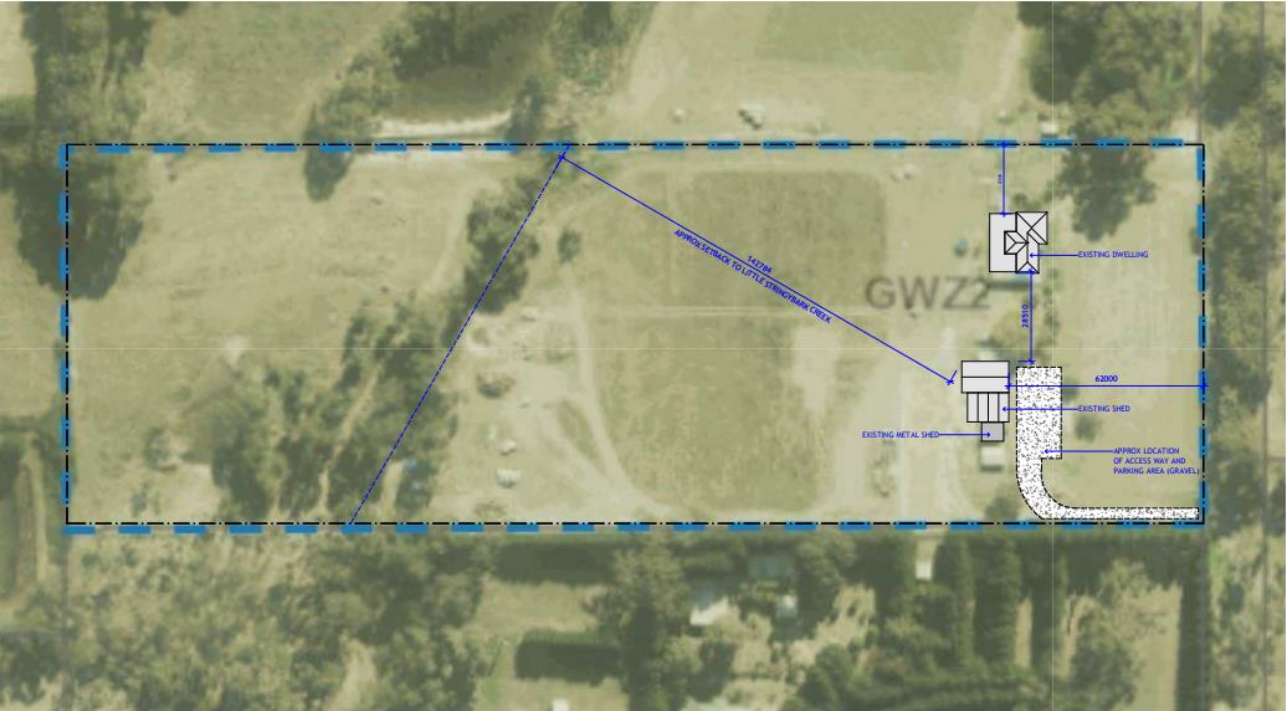


Figure 6 – Proposed Site Plan

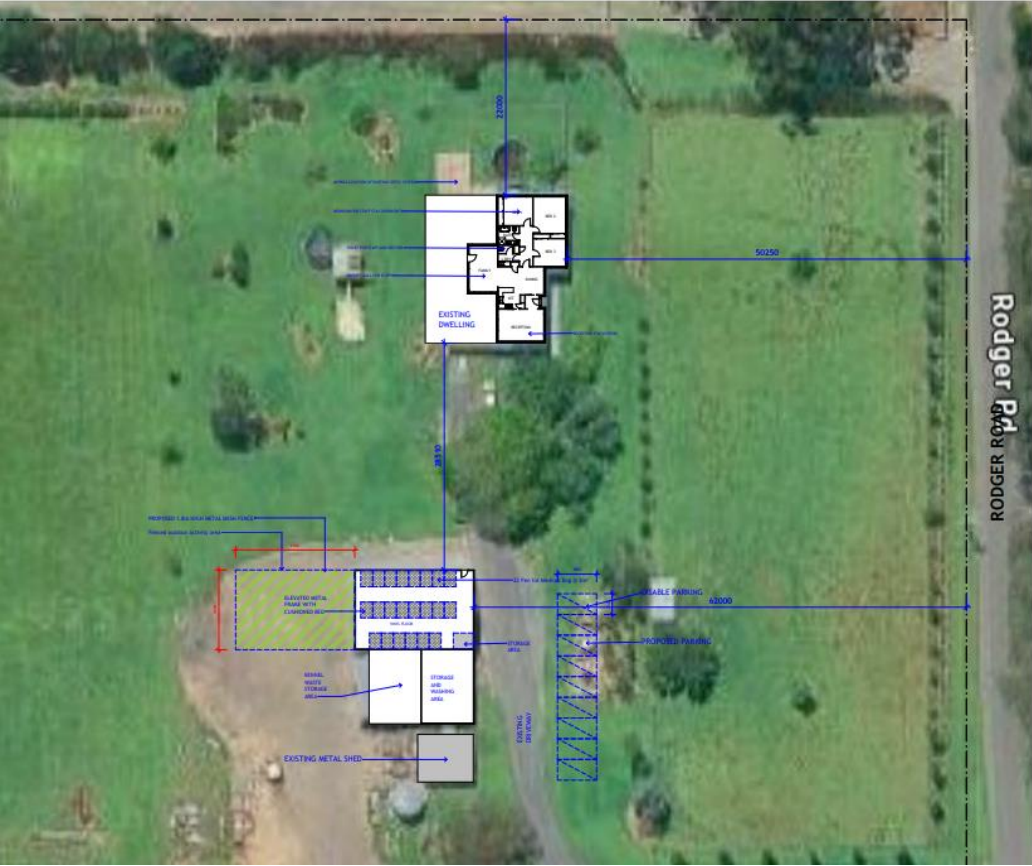


Figure 7 – Proposed Floor Plan and Parking Area

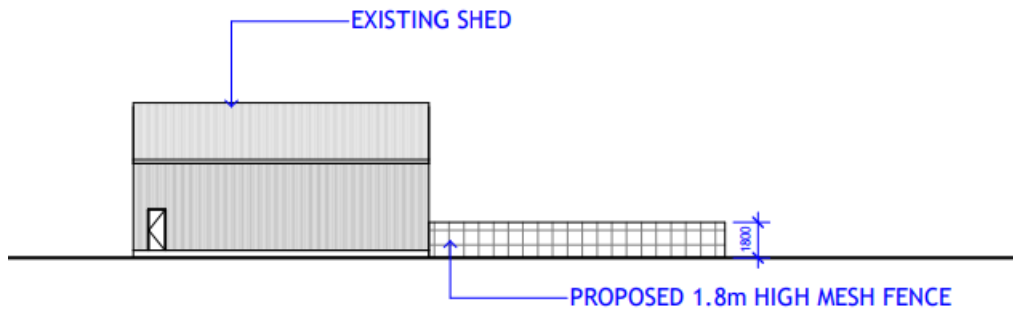


Figure 8- Proposed Elevation Plan showing the 1.8 metre high fence.

HISTORY

<p>Planning permits</p>	<p>Planning permit YR-2018/292 was issued on 24 August 2018 allowing buildings and works to construct and extend outbuildings, with amended plans being endorsed on 31 October 2018. The outbuilding noted as a “truck garage” on the endorsed plans is the subject of the current planning application.</p>
<p>VCAT History</p>	<p>Nil</p>
<p>Other History</p>	<p>In December 2024 Council received complaints relating to dog boarding at the subject site without the necessary permits. The complaints centred on animals roaming in Rodger Road and onto adjoining properties, as well as to noise from barking dogs.</p> <p>The complaint was resolved by the Community Safety Team, all animal boarding on the site ceased. An inspection carried out by the Planning Services Department in September 2025 confirmed that there are currently no dogs being boarded on the site.</p>

PLANNING CONTROLS AND PERMIT TRIGGERS

<p>Zoning:</p>	<p>Clause 35.04 – Green Wedge Zone (GWZ2)</p> <ul style="list-style-type: none"> ○ Clause 35.04-1 - A permit is required to use land for domestic animal husbandry (more than 5 animals)
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	<ul style="list-style-type: none"> ○ Clause 34.05-5 – A permit is required to construct works a building or carry out works associated with a Section 2 use
Overlay:	<p>Clause 42.01 – Environmental Significance Overlay (ESO1)</p> <ul style="list-style-type: none"> ○ Clause 42.01-1 – A permit is not required pursuant to this overlay as no vegetation removal is proposed within the area of the site affected by the overlay <p>Clause 42.03 - Significant Landscape Overlay (SLO6)</p> <ul style="list-style-type: none"> ○ Clause 42.03-2 - A permit is required to construct a fence specified in a schedule to the overlay
State Planning Policy:	<p>Clause 11.01-1S Settlement</p> <p>Clause 12.03-1S River and riparian corridors, waterways, lakes, wetlands and billabongs</p> <p>Clause 13.02 Bushfire</p> <p>Clause 13.05 Noise management</p> <p>Clause 13.07-1S Land use compatibility</p> <p>Clause 14.01 Agriculture</p> <p>Clause 15.01-6S Design for rural areas</p>
Local Planning Policy:	<p>Clause 11.01-1L-04 Green Wedge</p> <p>Clause 12.05-2L Rural Landscapes</p>
Clause 51.03 – Upper Yarra Valley and Dandenong Ranges Regional Strategy Plan	Not applicable
Particular Provisions	Clause 52.06 Car Parking
Other Requirements:	<p>Clause 65 – Decision Guidelines</p> <p>Code of Practice for the Operation of Boarding Establishments</p>

For further information on the planning controls refer to Attachment 2.

CONSULTATION

Internal Referrals

This application was referred to appropriate business units within Council for advice on particular matters. The following is a summary of the relevant advice:

Department	Summary of Response	Conditions required
Engineering (Traffic)	<p>No objection, subject to conditions.</p> <p><u>Comments:</u></p> <p>Due to the nature of the land use, it is anticipated that the arrival and departure of dog owners will be somewhat sporadic and randomly distributed during these hours. Further, the parking demands would be to be relatively short stay, nominally, up to one (1) hour. As such the on-site car parking provision is adequate, subject to providing one accessible car space with dimensions in accordance with AS2890.6.</p> <p>Traffic counts on Rodger Road have indicated a maximum daily traffic volume along Rodger Road of 260 movements throughout the surveyed week. Adding the estimated daily traffic movements generated by the proposed development to the existing traffic along Rodger Road results in post development daily traffic volume of than 310 vehicles per day. Rodger Road has a theoretical capacity of between 150-500 vehicle movements per day noting that the road width exceeds 3.7 metres, however, is less than 6.2 metres.</p>	<p>Refer to conditions 1, 28 and 29 in Attachment 1 which will include requirements for the construction and delineation of the parking spaces, including one accessible space and two spaces for the caretaker's house.</p>
Health	<p>No objection, subject to conditions.</p> <p><u>Comments:</u></p> <p>The applicant is required to comply with the <i>General Environmental Duty</i> under the <i>Environment Protection Act 2017</i>, ensuring that all reasonable steps are taken to prevent harm to human health and the environment.</p> <p>Waste, noise and odour must be managed in accordance with EPA and other relevant legislation.</p>	<p>Refer to conditions 6, 11, 12 and 13 in Attachment 1 which will include requirements for noise management waste management and general amenity.</p>
Community Safety	<p>Consent to proposal, no conditions required.</p> <p><u>Comments</u></p> <p>A Domestic Animal Business Permit (DAB) will be required for the Operation of a Boarding Establishment, in line with the Code of Practice and would only be approved in</p>	<p>No conditions have been recommended by Community Safety team, but to ensure compliance with the Code of Practice condition 4 will be</p>

Department	Summary of Response	Conditions required
	conjunction with other relevant permits and the requirements of the Code of Practice	included to reduce the number of dogs on site.

External Referrals

No external referrals under Section 55 were required.

This application was notified to the relevant waterway manager Melbourne Water under Section 52 as the site contains the Little Stringybark Creek. Following is a summary of the relevant advice:

Referral Authority	Consent Summary of Response	Summary of Conditions
Melbourne Water	<p>No objection.</p> <p><u>Comments:</u></p> <p>The proposed development uses the existing shed for domestic animal boarding.</p> <p>The proposed works and shed are located outside the 1% AEP flood extent and at a distance that will have minimal impact to the waterway, thus Melbourne Water has no development requirements.</p>	No conditions required.

Public Notification

Notification of the application was undertaken by:

- Placing of one (1) sign on the land for a minimum of 14 days
- Mailing notices to owners and occupiers of adjoining and/or nearby properties
- Placing the proposal on Council's website for a minimum of 14 days

The application undertaken public notice on two separate occasions each time for a period of 14 days. The application was readvertised because the application had been amended to include use of land for caretaker's house since the first round of advertising. The readvertising was undertaken to ensure that the proposal was clear to all affected parties.

First notice period - 17 July 2025 – 04 August 2025

- One sign was posted and twenty-one (21) letters were directly mailed to surrounding properties. Twenty-nine (29) objections, including one petition with sixteen (16) signatures were lodged during this notification period.

Second notice period - 2/10/2025 and 18/10/2025

- One sign was posted and seventy-four (74) letters were directly mailed to surrounding properties. No new objections were received.

Objections and Grounds

A total of twenty-four (29) objections, including one petition were received at the time of publishing this report. The grounds of objection are summarised as:

- Noise from barking dogs and traffic
- Traffic safety
- Incompatible use in the Green Wedge Zone
- Impact to the environment
- Lack of fencing
- Poor site management
- Odour and waste management
- Alleged operation without a planning permit since December 2024
- Lack of a bushfire emergency management plan
- Estimated cost of works is too low

A response to each of the grounds of objection has been provided later in this report.

ASSESSMENT

Municipal Planning Strategy and Planning Policy Framework The proposal has been assessed against the applicable Municipal Planning Strategy and Planning Policy Framework. The proposal is consistent with these policies as detailed below. (See attachment 2- Planning Scheme policies).

The subject site is located within a *Rural Landscape Area* identified under Table 1 to Clause 02.02-1 (Settlement) as it has a site area of more than two (2) hectares, has

been mostly cleared of indigenous vegetation, and is within an area where few lots are used for productive agriculture.

Clause 02.03 (Strategic Directions) sets the strategic direction in green wedge areas, which sees green wedge areas support a diverse range of agricultural activities, rural lifestyle opportunities, tourism and bushland areas. New developments and land uses in the green wedge area must be managed to protect the primary functions of green wedge areas including sustainable agriculture, biodiversity and non-urban landscapes. It is considered that the proposed use and activities align with the above-listed functions.

State and local planning policies in Clause 11.01 (Settlement) require the protection of green wedge areas primarily for agricultural use and development. Non-agricultural uses and developments must retain the rural landscape character, avoid adverse impacts on productive agricultural land and other nearby uses, treat waste appropriately and avoid development access within areas subject to bushfire risk or flood risk.

Clause 14.01-1S *Protects agricultural land* from fragmentation and intrusion from urban uses and protects it for the purposes of farming and other non-urban uses. The subject site is within an area that is zoned Green Wedge with an underlying purpose of agriculture and land management. But the site and nearby properties are each less than five (5) hectares in area, meaning that they are unsuited for broad-acre farming such as grazing animals or growing crops. The proposed domestic animal boarding use does not fragment agricultural land as it is a non-urban use, retains the majority of the site for potential future agriculture and does not prevent agriculture from occurring on adjoining and nearby properties. The proposed caretaker's house use will be tied to the domestic animal boarding use and will cease if the boarding use ceases.

The site is suited for small-scale farming activities and other non-urban uses. The proposed use of land for domestic animal boarding and associated caretaker's house will only occupy a small part of the whole site. Only 200 square metres of the total 4.368 hectares of the subject site will be used for the domestic animal boarding and caretaker's house uses. The majority of the site will remain available for hobby farm activities.

Domestic animal boarding is an appropriate land use in the Green Wedge Zone as it needs to be appropriately separated from sensitive land uses, which has been achieved by the location of the outbuilding to be used for this purpose. The use within the existing outbuilding and adjacent exercise yard will be setback a minimum of 93 metres from the nearest dwelling in separate ownership at 16 Rodger Road to the east of the subject site and at least 120 metres from any other dwelling.

Clause 15.01-6S (Design for rural areas) requires development minimise the visual impact of development to maintain the rural landscape. The proposal is using existing structures on site, for this reason the visual impact of the proposal will be minimal. The only new structure is the proposed wire mesh fence, which is common in rural areas,

as well as formalisation of a crushed rock car park which will be screened from the road by existing vegetation. No business identification signs are proposed.

As the domestic animal boarding will be confined within the outbuildings and adjacent exercise yard, as well as using the existing dwelling as a caretaker's house, the majority of the subject site will remain available for agricultural purposes.

It is considered that the land has the capability to accommodate the proposed use. No vegetation is proposed to be removed as the car parking area is already cleared and partially concreted.

Clause 13.05-1S (Noise management) is an overarching policy with the purpose to assist the management of noise effects on sensitive land uses. It seeks to minimise the impact on human health from noise exposure to occupants of sensitive land uses including residential uses. The application has addressed noise issues through preparation of an acoustic report which recommends management actions to reduce noise. The acoustic report is recommended to be endorsed as condition 6 of permit. Conditions 4 and 27 are also recommended to limit the number of dogs and to install acoustic lining to the outbuilding which will be discussed below in the report under general issues.

GREEN WEDGE ZONE

The primary purposes of Clause 35.04 - Green Wedge Zone, Clause 35.04, relate to protection of land for sustainable agricultural purposes and protection of the open rural character of these areas. However, the purpose of the zone also encourages use and development that is consistent with sustainable land management practices and encourages a variety of non-urban uses.

Use of land for domestic animal husbandry for more than five animals is a section 2 permit required use pursuant to Clause 35.04-1 of the Green Wedge Zone, meaning that it is a permissible land use, subject to assessment against the decision guidelines of the zone. Buildings and works to convert the existing buildings for the proposed use require a permit pursuant to Clause 35.04-5.

The use of land for domestic animal boarding is appropriate within this context as the use is well setback from sensitive uses, will not create unmanaged off-site impacts and will not have a detrimental impact on the biodiversity or landscape values of the site or region.

Use of land for a caretaker's house is also a section 2 use in the Green Wedge Zone. A caretaker's house must have an essential connection to a specific business, facility or process and must only be used and occupied by a supervisor of that business. It should be limited in size and times occupied that only caters for the accommodation of that supervisor specifically in relation to that business. It cannot be leased or sub-let.

The proposed caretaker's house will be used by staff managing the domestic animal boarding on site. Conditions 18 to 22 will require that the caretaker's house use must be associated with the domestic animal boarding, must not be used to accommodate any person other than staff of the domestic animal boarding business, and the use must be discontinued, and the building must be converted to a non-habitable use if the domestic animal boarding use ceases.

Rural issues

The proposal is an appropriate response to state and local planning policies as discussed above. The use is best suited for a rural area as the lot sizes are larger and separation between the boarding and sensitive land uses can be provided. As the primary function of the Green Wedge Zone is to provide for a variety of productive farming activities, there is an inherent expectation that these agricultural activities will be accompanied by noise from animals and machinery and other off-site impacts such as odours or sprays. Therefore, the introduction of a boarding kennel is consistent with non-urban land uses expected within the Green Wedge Zone, provided that off-site impacts are minimised. Conditions 6 and 11 relating to noise management and waste management respectively will ensure that the proposed use is compatible with the surrounding area.

The proposal will not substantially reduce the agricultural capacity of the subject site. The domestic animal boarding use and caretaker's house use will be confined within the existing outbuildings and dwelling and a small area of adjacent fenced yard and small parking area. The majority of the site will be retained as open paddock which would remain available for small-scale agriculture or horticulture in the future, and no vegetation removal is proposed.

Environmental issues

A small area of the subject site is affected by the Environmental Significance Overlay (ESO1), generally located along the Little Stringybark Creek and the adjacent riparian corridor. The proposed use and development is not located within the ESO1. However, Clause 12.03-1S (River and riparian corridors, waterways, lakes, wetlands and billabongs) has the purpose to protect and enhance waterways and riparian corridors and requires consideration of the views of floodplain and waterway managers. Melbourne Water is the relevant waterway manager for the Little Stringybark Creek. Notification of an application was sent under *Section 52 (advertising provision) of the Planning and Environment Act 1987* to Melbourne Water. Melbourne Water has responded that there will be no impact from the proposal on the Little Stringybark Creek.

Condition 1(c) will require that the plans must be amended to include a requirement for the outbuilding to be fitted with floor waste traps which will ensure that all liquid waste and runoff from the animal boarding is collected. This will ensure that the wastewater will not be directed into the Little Stringybark Creek.

General issues

Noise

Clause 13.05-1S (Noise Management) of the Planning Policy Framework requires minimisation of noise impacts on sensitive uses, including residential dwellings. The proposal has been assessed for noise impacts associated with barking dogs and traffic from the domestic animal boarding facility.

- An acoustic report prepared by a qualified engineer has been submitted, based on EPA Publication 1826-P1, which sets noise limits under the *Environment Protection Act 2017* and *Environment Protection Regulations 2021*. The report models noise impacts from barking dogs under two scenarios: outdoor (daytime) and indoor (night-time), using conservative assumptions including:
 - Up to 22 dogs, with a maximum of 11 barking at once
 - Large dog vocalisations
 - No acoustic upgrades to existing structures.
 - Noise modelling considered three nearby sensitive receptors: 5, 9, and 16 Rodger Road. The EPA noise limits for Green Wedge areas are:
 - **Day (07:00–18:00):** 43 dB LAeq,30min (average home noise)
 - **Evening (18:00–22:00):** 35 dB LAeq,30min (as above)
 - **Night (22:00–07:00):** 33 dB LAeq,30min (as above)
 - **Night LAFmax** (maximum event level): 55 dB(A) at sensitive room façades
 - Sleep disturbance thresholds were also assessed:
 - **Internal:** 55 dB(A) LAFmax
 - **External:** 65 dB(A) LAFmax near openable bedroom windows
- The report concludes that the proposal complies with EPA noise limits and sleep disturbance thresholds. To further mitigate noise impacts, the following recommendations will be included as permit conditions 6 to 9 and condition 24:
 - Outdoor yard use limited to 09:00–17:00 only
 - Maximum of 11 dogs in the yard at any time, under supervision
 - Night-time bark management protocols, including staff intervention and calming measures
 - Optional internal acoustic upgrades to improve containment
 - Mechanical plant noise limits and placement requirements

- Screen landscaping along north and south boundaries to reduce visual stimulation
- An Operations Management Plan has also been submitted, incorporating yard use and bark management protocols, daily schedules, and staffing ratios. The plan will be amended to include manager contact details and a complaint handling system, which will be required as permit condition 25.

Code of Practice

The Code of Practice for the Operation of Boarding Establishments (“Code”) This Code is made under the provisions of Section 59 of Division 4 of the *Domestic (Feral and Nuisance) Animals Act 1994* ('the Act') (Attachment 8) sets the minimum standards of care required for dogs and cats in boarding establishments. It is not an incorporated document to the Yarra Ranges Planning Scheme. But as all boarding establishments are required to comply with this Code it forms a useful tool for assessment of an application for domestic animal boarding, with respect to animal housing, security, waste management and staffing, this will be discussed further below.

Animal Housing

The code sets out kennel design and all kennels must be designed ***constructed, serviced and maintained in a way that ensures the good health and well-being of the animals, whilst preventing escape of animals or injury to humans.*** The proposal has been assessed against the Code, the design and layout generally meets the standards set out for animal housing, security, waste management and staffing. The areas where the proposal does not comply are assessed below.

The plans show that the dogs will be housed in an existing outbuilding. The outbuilding is fully enclosed with Colorbond walls and roof and does not include any windows but does include ventilation and air conditioning. The existing concrete floor is proposed to be covered with vinyl for easy wash-down. The outbuilding includes three external doors. A pedestrian door in the north elevation, and a roller door each of the east and west elevations. The roller door in the east (street) elevation is proposed to be permanently closed, which will be required as condition 1(c). Condition 1(c) will require airlocks to be constructed internally for each of the other doors, to ensure security of the animals and to ameliorate temperature changes.

Pens for twenty-two (22) dogs are shown on the floor plan, ranging along both side walls and down the centre of the outbuilding. Some of the pens have already been constructed, demonstrating that the pen dividers comply with the Code.

The submitted floor plan labels the pens as being three (3) square metres and to be used by medium dogs. But the dimensions of the pens have not been provided. Council’s Community Safety Team have advised that the number of dogs allowed due to the current shed size would be recommended to be less than 20, and works would be required to be done to the shed to house dogs in line with the requirements of the

Code. Using the 1:200 scale provided on the submitted floor plan, with a minimum pen width of 90 centimetres required by the Code, only six pens could fit along each wall and another six pens in the centre of the outbuilding, coming to a maximum number of 18 pens. Amended plans will be required to show the dimensions of each pen in accordance with the Code. Further condition 4 will also specify a maximum of 18 medium sized dogs as defined in the *Code of Practice for the Operation of Boarding Establishments* to be boarded on the site at any one time.

No isolation pen has been shown on the submitted floor plan (Attachment 3). Provision of an isolation pen is a recommendation of the acoustic report to enable separation of disruptive animals. An isolation pen would also provide separation in case any animal became ill. Amended plans will be required as a condition of permit to include one isolation pen designed in accordance with the Code.

It is also considered that some shelter should be provided for animals in the exercise yard. A condition will require that one tree must be planted at the western end of the exercise yard to provide some shade. To avoid increasing bushfire risk, this tree must not be located where it would overhang the outbuilding.

Security

The Code requires that boarding kennels must provide security to ensure no unauthorised access to the animals, prevent the escape of animals but also provide ready access for staff and for animal evacuation in case of emergency.

The existing outbuilding and exercise yard fence together with the existing boundary fences combined meet security requirements of the Code. When kept inside the outbuilding, the dogs will not be free to roam. External doors will be kept closed, and with the addition of air locks to these doors there will be an extra layer of security. The exercise yard adjoining the outbuilding has no external access – it is only accessed through the outbuilding. The fence is 1.8 metres in height constructed of wire mesh and extends below-ground to prevent dogs from digging their way out.

The site has a mix of boundary fencing in addition to the exercise yard fence. The entry to the site has a gate that will be conditioned to be closed while not in use.

The business module for the animal boarding proposes that the majority of animals will not be delivered to the subject site, instead off-site pickup with transport to the subject site by the business owners will be the predominant arrangement. Any animals delivered directly to the subject site will be by appointment only. Condition 16 will require delivery of animals to the site by appointment only to ensure site security and to ensure that the front gate can remain closed.

The layout of the outbuilding and animal enclosures ensures that each animal will be safe from attack, stress and injury.

Waste Management

The boarding facility must be clean and hygienic at all times and must have an adequate method of disposing of faeces and other waste, in accordance with the Code.

The submitted floor plan shows a carport attached to the south side of the outbuilding to be used for a waste storage area, and a small outbuilding attached to the south side of the outbuilding to be used for storage and washing.

The site is not connected to the reticulated sewer system and contains a septic system for the caretaker's house. The location of the septic tank and effluent field have not been shown on the submitted site plan (Attachment 3), but a search of Council records has found that the septic tank is located under an extension to the northwest corner of the caretaker's house and the effluent field is located between the caretaker's house and the north side boundary of the site. A condition of permit will require the septic tank and effluent field to be shown on the site plan for clarity.

Council's Environmental Health Officer has advised that animal waste must not be placed in the septic system. In response, an operational waste management plan (WMP) has been submitted with the application, demonstrating appropriate waste management methods.

The submitted WMP has assessed waste generation associated with the proposed animal boarding facility based on a maximum of 22 dogs and four staff present at any one time. Waste is generated in three basic types: general waste, comingled recycling and animal waste (dog faeces and hair).

For the proposed 408sqm facility, the WMP assesses a need for:

- 10L/100sqm of floor area per day general waste = 285.6L per week (uncompacted)
- 10L/100sqm of floor area per day recycling waste = 285.6L per week (uncompacted)
- Animal waste is to be collected and stored separately.

All waste will be collected by private contractor, once per week.

The WMP recommends installation of floor waste traps to be fitted with bucket traps in the dog wash areas and wet tables will also be fitted with bucket traps. In addition, the WMP recommends that the waste storage area consist of; (1) Smooth impervious coated/treated ground surface. (2) Tap and hose (hose end must be protected from

the waste containers) for use of cleaning the bins and waste area. (3) Waste educational signage with management contact details. All of these recommendations will be required to be shown on the plans as a condition of approval and the WMP will be endorsed and form part of the approved planning documents, condition 11.

It is therefore considered that the proposal has made appropriate provision for management of waste generated by the facility. With the above waste management strategies, there will be no impact from waste on surrounding properties or the Little Stringybark Creek.

VEHICLE ACCESS AND CAR PARKING

Before a new use commences, car parking must be provided on site in accordance with the requirements of Clause 52.06. Where a proposed use is not listed in Table 1 at Clause 52.06-5, car parking must be provided to the satisfaction of the responsible authority (Council).

Domestic animal boarding is not a use listed in Table 1. The application proposes to construct nine car spaces parallel to the existing driveway opposite the outbuilding, including one accessible car space. Council's Traffic Engineer has assessed the proposed access and car parking adequate.

Daily scheduled drop-off and pick-up times are proposed between the hours of 9am-12pm and 3-5pm. Due to the nature of the land use, it is anticipated that the arrival and departure of dog owners will be somewhat sporadic and randomly distributed during these hours. Further, the parking demands would be to be relatively short stay, nominally, up to one (1) hour. As such it is considered that the on-site car parking provision is adequate. In the unlikely scenario that car parking capacity is exceeded, there are other areas within the site that can readily accommodate the short-term demands associated with dog owners. The same applies for the staff car parking demands despite the likely longer duration of stay. The caretaker's house will be conditioned to have a separate parking area, and this could be used for any staff working night shifts.

Traffic Volume and Rodger Road Capacity

Rodger Road is comprised of a sealed bitumen carriageway with a width of approximately 4.0 metres on straight sections. The road generally widens to 5.0 metres on horizontal curves which facilitates two-way movements, separated by a solid centreline.

The tube count survey results indicated a maximum daily traffic volume along Rodger Road of 260 movements throughout the surveyed week. Adding the estimated daily traffic movements generated by the proposed development to the existing traffic along Rodger Road results in post development daily traffic volume of than 310 vehicles per day.

Rodger Road has a theoretical capacity of between 150-500 vehicle movements per day. The theoretical road capacity is defined as the maximum number of vehicles a

road can handle under ideal conditions. Current traffic volumes on Rodger Road are well below the maximum capacity of the road.

It is considered that Rodger Road can accommodate the additional traffic generated by the development because the post development traffic volumes are below the theoretical capacity of the road. It is also noted that the daily post development traffic volume is likely to be less than 310 vehicles as this volume assumes that all dogs will be brought to the subject site by clients, when most the dogs will actually be brought to the site by the business operators.

EMERGENCY MANAGEMENT

Because the site is not located within the Bushfire Management Overlay a bushfire management plan was not required to be prepared for the application. But as the site is located within a designated bushfire prone area, pursuant to Clause 13.05 the application must be assessed in relation to bushfire risk.

It is considered that the animal boarding facility is reasonably sited with respect to bushfire risk. The existing outbuilding is located in an area of the site that is not heavily vegetated and has no trees overhanging the building. Vegetation on the subject site is generally well separated from the outbuilding, consisting of scattered individual trees, as well as boundary planting and remnant vegetation along the Little Stringybark Creek setback 145 metres from the outbuilding.

However, the submitted Operational Management Plan has not provided any details of emergency response. Condition 25 will require that the Operational Management Plan to be amended to include an emergency management plan covering events from short-term power outages and lack of staff availability, animal illness, and natural disasters. The emergency management plan must include items such as back-up generator, food and water supply, veterinary care, and an emergency evacuation plan. A nominated contact person will also be required.

RESPONSE TO SUBMITTERS CONCERNS

Each of the objector concerns are discussed and responded to in detail below:

Grounds of Objection	Officer Response and assessment
Noise from barking dogs and traffic	An acoustic report has been prepared as part of the application, which has shown that noise from the kennel meets EPA guidelines. Noise from barking dogs will be minimised through a number of ways, including conditions requiring installation of acoustic panelling to the outbuildings in condition 26, 11 dogs in the exercise yard at any one time condition 8, further dogs in the exercise yard must be supervised, condition 7. Other management actions set out

Grounds of Objection	Officer Response and assessment
	<p>in the acoustic report will be implemented on site and will be enforced by condition 6.</p> <p>Traffic volumes associated with the animal boarding use will be minimal and will be limited to 9am-5pm. Traffic noise associated with the use will be minimal.</p>
Traffic safety	<p>Council's traffic Engineer has found that Rodger Road is suitable for the limited amount of additional traffic associated with the animal boarding use. The road has the capacity to accommodate daily movement of up to 500 vehicles per day. People will only be coming to the site by appointment only, thus attendance on site will be limited and most of the animals will be picked up and brought onto the site by the business operator.</p>
Incompatible use in the Green Wedge Zone	<p>Use of land for domestic animal boarding is a section two use under the Green Wedge Zone; thus a planning permit can be considered. The use is appropriate within the Green Wedge zone because it is a non-urban use, and the use will not detract from the ability to use the subject site or surrounding sites for agricultural purposes. The use has also demonstrated how it will manage and minimise off-site environmental and amenity impacts.</p>
Impact to the environment	<p>No vegetation is proposed to be removed as part of this application. Additional planting of one canopy tree within the exercise yard, a row of shrubs along the south side of the exercise yard and a row of shrubs along the north boundary of the site will be required as condition 24 of the permit.</p> <p>Melbourne Water has assessed that proposal will have no impact to the Little Stringybark Creek.</p>
Lack of fencing	<p>Dogs will be confined within the outbuilding and adjoining exercise yard. The exercise yard will have a 1.8m high wire mesh fence. Conditions will require that all exits to the outbuilding be fitted with airlocks, and the front gate will remain closed when not in immediate use.</p>
Poor site management	<p>The application is assessed on its merits and cannot consider alleged past poor management of the site. The application has proposed to have onsite manager and 24 hours supervision of boarding kennels. An operational management plan is proposed to be endorsed.</p>

Grounds of Objection	Officer Response and assessment
	<p>Conditions 4 to 17 of the permit will ensure that the proposed land uses will be managed with respect to animal numbers, animal housing, security, waste management and noise management.</p>
<p>Odour and waste management</p>	<p>The application was submitted with a waste management plan which has outlined how waste and odour is to be managed on site. Waste will be collected from the site through private contractor weekly. The Condition 9 has required the domestic animal boarding to be carried out in accordance with the waste management plan.</p> <p>Conditions 11 to 14 will require the site to be managed prevent nuisance from odour and waste in accordance with relevant EPA legislation.</p>
<p>Alleged operation without a planning permit since December 2024</p>	<p>The planning application must be assessed solely on the information provided within the application itself. Past actions or instances of non-compliance cannot be considered as part of the planning decision. Council has a Planning Enforcement Team which is responsible for investigating and addressing any breaches of the Yarra Ranges Planning Scheme planning scheme or any approved planning permits active on the site.</p> <p>Alleged incidents from December 2024 were addressed through an inspection by Council's Community Safety Team. Ongoing inspections by the Community Safety Team have confirmed that the site is currently compliant with the Domestic Animals Act and Local Law. Furthermore, a site inspection conducted by Planning Officers in September 2025 confirmed that no dogs are currently being kept on the premises and there are no current non complaint uses currently operating on the site.</p>
<p>Lack of a bushfire emergency management plan</p>	<p>The site is not located within an area of high bushfire risk and is not affected by the Clause 44.06 - Bushfire Management Overlay; therefore, there is no requirement to assess the proposal against the specific planning controls of that clause. However, Clause 13.02-1S -Bushfire of the Planning Policy Framework applies to all planning decisions made under the <i>Planning and Environment Act 1987</i> where land is identified as bushfire prone. This clause requires that bushfire risk be considered in decision-making, even where the Bushfire Management Overlay does not apply. As such,</p>

Grounds of Objection	Officer Response and assessment
	consideration must be given to how the site will be evacuated during an emergency, including a bushfire. This includes planning for the safe removal of both workers and animals from the land. To address this, Condition 24 will require the Operations Management Plan to be amended to incorporate an Emergency Management Plan that outlines appropriate procedures and responsibilities for emergency evacuation.
Estimated cost of works is too low	<p>The application specifies the cost of works as \$10,000.</p> <p>This is the estimated base cost of works to complete the fitout of the outbuilding, because substantial works have already been completed, including some pens and the fence around the exercise yard.</p> <p>If the recommendations of the acoustic report and waste management plan are adopted, then these will add costs. Those actions have not been shown in the application plans and so have not been included in the estimated cost of works.</p>

CONCLUSION

This application has demonstrated that it meets the requirements of the Yarra Ranges Planning Scheme. The proposal achieves the strategic intent for Green Wedge areas and is an appropriate addition to this Rural Landscape Area.

The proposal achieves an appropriate outcome responding to noise management, animal housing, security and waste management. It is also considered that the proposal will have a minimal impact upon the parking and traffic conditions in the area.

The development application has been assessed in accordance with Section 60(1) of the *Planning and Environment Act 1987* and all relevant instruments and policies. The proposal is consistent with the objectives of State and Local Planning Policies and the relevant zone and overlay provisions of the Yarra Ranges Planning Scheme.

As such, it is recommended that Council resolve to approve a planning permit and a Notice of Decision to Grant a Planning Permit be issued.

ATTACHMENTS:

1. Permit Conditions
2. Planning Scheme Policies
3. Full Set Development Plans
4. Proposal Letter
5. Operational Waste Management Plan
6. Operation Management Plan
7. Noise Impact Assessment
8. Code of Practice for the Operation of Boarding Establishments

CONDITIONS	
Application	YR-2025/82
Address of the land	7 Rodger Road, Wandin North
Proposal	Use and development for domestic animal boarding, use of land for caretaker's house and construction of a fence
Planning Scheme Clause	Matter for which the permit has been granted
Clause 35.04-1 (GWZ)	Use of the land for domestic animal boarding
Clause 35.04-1 (GWZ)	Use of the land for caretaker's house
Clause 35.04-5 (GWZ)	Construct or carry out a building or works associated with a use in Section 2
Clause 42.03-2 (SLO)	Construct a fence as specified in Schedule 6

Amended Plans

1. Before the development starts, amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and form part of the permit. The plans must be drawn to scale with dimensions, and a digital copy must be provided. The plans must be generally in accordance with the plans submitted with the application but amended to show the following:
 - a) The site plan is amended to show:
 - i. The existing location of the septic tank and effluent field for the dwelling.
 - ii. Two car spaces associated with the caretaker's house located at the northern end of the accessway.
 - iii. The proposed nine (9) car spaces associated with domestic animal boarding are located on the west side of the accessway adjacent to the outbuilding.
 - iv. One of the nine car spaces to be an accessible parking space with ancillary shared area in accordance with AS2890.6.

- v. All parking spaces clearly delineated through parking dots, wheel stops, line marking or similar.
 - vi. The accessway and car spaces are constructed of crushed rock.
 - vii. The accessway must not intrude within the nominated root zone (NRZ) of the group of small trees to the east of the outbuilding. The NRZ is calculated as 12x the trunk circumference measured at 1.4 metres above ground level.
- b) A floor plan of the caretaker's house drawn at 1:100 scale and showing the domestic animal boarding reception area relocated to the room at the north side of the building, with visitor access through an external door.
- c) A floor plan for the domestic animal boarding buildings, drawn at 1:100 scale and showing:
- i. 18 pens for medium dogs, each measuring at least 2.4sqm with minimum width 90cm.
 - ii. One third of the area of each pen must be weatherproof and include raised sleeping quarters.
 - iii. Provision of one isolation pen, separated from the other pens, and with the same dimensions.
 - iv. Provision of floor waste traps to be fitted with bucket traps in the dog wash areas.
 - v. Airlocks to each external door.
 - vi. Permanently block the roller door on the east elevation of the main outbuilding.
 - vii. An area nominated for food preparation and storage.
 - viii. The nominated waste storage area to be fitted with (1) Smooth impervious coated/treated ground surface. (2) Tap and hose (hose end must be protected from the waste containers) for use of cleaning the bins and waste area. (3) Waste educational signage with management contact details.

General Conditions

2. The use and development as shown on the endorsed plans must not be altered or modified (unless the Yarra Ranges Planning Scheme specifies a permit is not required) without the prior written consent of the responsible authority.
3. Once the development starts, the development must be carried out and completed to the satisfaction of the responsible authority.
4. No more than a total of 18 medium or small dogs as defined in the *Code of Practice for the Operation of Boarding Establishments* may be boarded on the

land at any one time without the prior written consent of the responsible authority.

No large dogs as defined in the *Code of Practice for the Operation of Boarding Establishments* may be boarded on the land without the prior written consent of the responsible authority.

5. The permitted domestic animal boarding use must be carried out in accordance with the recommendations of the endorsed Operations Management Plan, to the satisfaction of the responsible authority.
6. The permitted domestic animal boarding use must be carried out in accordance with the recommendations of the endorsed Noise Impact Assessment (Engineering Sciences, 27 June 2025), to the satisfaction of the responsible authority.
7. At all times, dogs within the exercise yard must be supervised by a staff member, unless with the prior written consent of the responsible authority.
8. Exercising of the dogs must not occur before 9.00 am or after 5.00 pm daily on any day, unless with the prior written consent of the responsible authority. No more than 11 dogs may be present in the exercise yard at any one time.
9. Feeding times must not occur before 8.00 am or after 8.00 pm daily on any day, unless with the prior written consent of the responsible authority.
10. All dogs must be kept locked inside during the night-time period between 8.00 pm to 8.00 am and confined to the nominated area shown on the endorsed plans other than for transporting off-site and/or the delivery for the primary purpose of health care, all to the satisfaction of the responsible authority.
11. The permitted domestic animal boarding use must be carried out in accordance with the endorsed waste management plan to the satisfaction of the responsible authority.
12. Animal waste on the property must be treated or dispersed to the satisfaction of the responsible authority in such a manner to ensure that:
 - (a) Offensive odours are not detected beyond the boundaries of the land.
 - (b) The waste is not a nuisance as described in the *Public Health and Wellbeing Act 2009*; and
 - (c) The waste is contained within the property boundaries of the land.
13. The domestic animal boarding use must be managed so that the amenity of the area is not detrimentally affected including through the:
 - a) Transportation of materials, goods or commodities to or from the land.
 - b) Appearance of any building works or materials.

- c) Emission of noise, artificial light, smell, fumes, smoke, vapour, steam, soot, ash, dust, water, waste products, grit or oil.
 - d) Presence of Vermin.
14. The applicant must comply with the General Environmental Duty under the *Environment Protection Act 2017* by taking all reasonable steps to prevent harm in the following areas:
 - Wastewater: Disposal must not create any public or environmental health risks
 - Noise: Emissions must remain within EPA limits; periodic reviews of the Noise Management Plan are required.
 - Odour: Solid animal waste must not enter the sewer; it must be treated as clinical waste and incinerated by a licensed contractor.
 15. Unless with the prior written consent of the responsible authority, no more than four (4) staff may be present on the land at any time. At least two (2) staff must be present at all times.
 16. Delivery of animals to the site must be by appointment only.
 17. The front gate must remain shut at all times except when access to the site for owners and clients.
 18. The caretaker's house must only be used by staff managing the domestic animal boarding on the subject site to the satisfaction of the responsible authority.
 19. The caretaker's house use must be in conjunction with the domestic animal boarding use on the subject site.
 20. A maximum of four (4) persons may reside in the caretaker's house, unless with the prior written consent from the Responsible Authority
 21. Use of the premises for a caretaker's house must cease and be decommissioned should the approved domestic animal boarding use cease operations on the land.
 22. The permitted caretaker's house must not be rented or leased for separate/independent accommodation purposes to any person.
 23. The parking areas, vehicular access ways and drainage approved by this permit are to be maintained and must not be obstructed or made inaccessible to the satisfaction of the Responsible Authority.

Prior to Commencement of Works

24. Before the development starts, a Landscape Plan to the satisfaction of the responsible authority and prepared by a suitably qualified person must be submitted to and approved by the responsible authority. When approved, the Landscape Plan will be endorsed and will then form part of the permit. The plan must be drawn to scale, fully dimensioned and a digital copy must be provided. The plan must show:
- a) Planting of one indigenous tree within the western end of the exercise yard.
 - b) Planting of a row of indigenous shrubs along the south side of the exercise yard. The shrubs must be setback more than 2 metres from the fence and must be planted at a density to provide screening to the yard when viewed from the south.
 - c) Planting of a row of indigenous shrubs along the north boundary of the site directly opposite the exercise yard. The shrubs must be setback more than 4 metres from the fence and must be planted at a density to provide screening to the exercise yard when viewed from the north.
25. Before the development starts, an amended Operations Management Plan to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved the Operations Plan will be endorsed and will then form part of the permit. The report must be generally in accordance with the report prepared by Stanley Li (8 July 2025) but amended to include:
- a) Managers contact telephone number
 - b) A complaint handling process
 - c) An emergency management plan covering events from short-term power outages and lack of staff availability, animal illness, and natural disasters. The emergency management plan must include items such as back-up generator, food and water supply, veterinary care, and an emergency evacuation plan.
26. Before the development starts, temporary fencing must be erected around any tree shown for retention on the endorsed plans to define a Tree Protection Zone (TPZ) to the satisfaction of the Responsible Authority and must:
- a) Exclude access and construction activity within the TPZs. If trees have not been assessed, the TPZ is a circle with a radius equal to 12 times the trunk diameter measured at 1.4 m above ground level, and
 - b) Have a minimum height of 1.8 metres and comply with Australian Standard AS 4687 for temporary fencing and hoardings, and
 - c) Not extend beyond the site boundaries except into roadside reserve and/or nature strip areas. Fencing within roadside reserves and/or nature strip areas must not prevent the use of a road or footpath, and

- d) Remain in place until all buildings and/or works are completed, unless with the prior written consent of the Responsible Authority.

Temporary fencing can be modified to accommodate encroachment into the TPZ of tree(s) as per the endorsed plans. Fencing must be modified in line with the footprint of the approved works only.

Prior to Commencement of Use

- 27. Before the use commences the internal walls and roof of the outbuilding used for animal boarding must be fitted with an acoustic lining (e.g., 50 mm glass-fibre with perforated metal finish) to achieve Rw 30–35, improving transmission loss and resilience to tonal or impulsive bark events.

Prior to Occupation

- 28. Before the development is occupied, the following development must be carried out and completed to the satisfaction of the responsible authority:
 - a) The areas set aside for car parking and access lanes on the endorsed plan are fully constructed of crushed rock.
 - b) All landscaping works be completed in accordance with the endorsed plan.
 - c) The land must be cleared of all excess, unused building materials or debris.
- 29. Prior to the occupation of the permitted development the parking areas and vehicular accessways shown on the endorsed plan must be constructed with crushed rock surfacing, drained and delineated to the satisfaction of the Responsible Authority.

Permit Expiry

- 30. This permit will expire if:
 - (a) The development is not started within **two years** of the date of this permit; or
 - (b) The development is not completed within **four years** of the date of this permit; or
 - (c) The use does not start within **one year** of the completion of the development; or
 - (d) The use is discontinued for a period of **two years**.

The responsible authority may extend the periods referred to if a request is made in writing before the permit expires, or within six months of expiry of permit of the commencement date.

An extension of time to complete the development or a stage of the development may be requested if:

- a) The request for an extension of time is made within 12 months after the permit expires; and
- b) The development or stage started lawfully before the permit expired.

NOTES:

1. The granting of this permit does not obviate the necessity for compliance with the requirements of any other authority, under this or any other Act, Regulation or Local Law.
2. The owner and/or developer must ensure all relevant permits have been obtained before the use and or development starts.
3. Building works approved under this planning permit must not be commenced until a building permit has also been obtained under the *Building Act 1993* and the *Building Regulations 2006*.

YR-2025/82 - 7 RODGER ROAD, WANDIN NORTH – PLANNING REPORT

APPLICATION DETAILS

Site Address	7 Rodger Road, (Lot 27 LP8526) Wandin North
Application No.	YR-2025/82
Proposal	Use and development for domestic animal boarding and construction of a fence
Zone	Clause 35.04 – Green Wedge Zone (GWZ2)
Overlays	Clause 42.01 – Environmental Significance Overlay (ESO1) Clause 42.03 - Significant Landscape Overlay (SLO6)
Permit trigger/s	<p>Clause 35.04 – Green Wedge Zone (GWZ2)</p> <ul style="list-style-type: none"> ○ Clause 35.04-1 - A permit is required to use land for domestic animal husbandry (more than 5 animals) ○ Clause 34.05-5 – A permit is required to construct works a building or carry out works associated with a Section 2 use <p>Clause 42.01 – Environmental Significance Overlay (ESO1)</p> <ul style="list-style-type: none"> ○ Clause 42.01-1 – A permit is not required pursuant to this overlay as no vegetation removal is proposed within the area of the site affected by the overlay. <p>Clause 42.03 - Significant Landscape Overlay (SLO6)</p> <ul style="list-style-type: none"> ○ Clause 42.03-2 - A permit is required to construct a fence specified in a schedule to the overlay.

Clause 02.01-3 Settlement

The dispersed settlement pattern in Yarra Ranges, including many relatively small rural towns located in the Green Wedge, creates challenges in meeting community expectations about the range of accessible services and facilities.

There are opportunities for more intensive development within and adjoining activity centres to provide additional housing and employment generating uses.

The redevelopment of urban areas and key redevelopment sites including the Chirnside Park Activity Centre, the former Cave Hill Quarry and the former Swinburne University, will expand the diversity of housing, education, recreation and employment opportunities in Yarra Ranges.

The location of the Urban Growth Boundary has largely prevented urban expansion into the productive agricultural areas and rural landscapes of the Green Wedge. However, there are ongoing latent pressures to change the current Urban Growth Boundary to expand urban development into some adjoining Green Wedge areas.

The Green Wedge areas will continue to support a diverse mosaic of agricultural activities, rural lifestyle opportunities, tourism and bushland areas. New developments, subdivisions, and land use changes, will continue to be managed in a way that protects and enhances the primary Green Wedge values of supporting sustainable farming, retaining a healthy biodiversity and protecting valued landscapes

Table 1 below describes the key characteristics of the green wedge area.

Rural Landscape Areas	<p>Areas where:</p> <ul style="list-style-type: none"> ▪ Lot sizes are generally greater than 2 hectares ▪ Most lots have been at least partially cleared of indigenous vegetation ▪ Most lots are used for residential purposes in a rural environment ▪ Very few lots are used for productive agriculture (meaning lots of more than 4 hectares that are used for horticultural production or lots of more than 10 hectares that are predominantly cleared and sown with pasture grasses).
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Large landholdings and relatively lower land values in Green Wedge areas can attract uses that are seeking to relocate from urban areas. Some of these land uses can create potential conflicts with agriculture and rural amenity.

Council’s strategic directions for settlement are to:

- Contain urban development and urban renewal within the urban growth boundary.
- Support a mix of housing, business opportunities and community infrastructure within the suburbs and larger rural towns.
- Protect the Green Wedge by ensuring use and development complements or enhances the primary values and characteristics of the Green Wedge.
- Minimise residential subdivision in the green wedge.
- Limit the use of rural land in the green wedge to agriculture, rural industry, tourist-oriented businesses or dwellings.

Clause 11.01-1L-04 Green wedge

Policy application

This policy applies to use and development in the Green Wedge, Rural Conservation and Green Wedge A zones which includes the three broad categories of Green Wedge land defined in Table 1 to Clause 02.03-1.

General strategies

Protect the green wedge by ensuring use and development complements or enhances the primary values of the Green Wedge:

- Maintaining a healthy biodiversity.
- Protecting valued rural landscapes.
- Supporting sustainable agriculture.

Design development to have direct access to a suitably constructed road that can accommodate the level of traffic likely to be generated by the proposed use.

Integrate development into the rural landscape and avoid the removal of significant vegetation.

Non-agricultural use and development

Strategies

Locate development for education centres, golf courses or places of worship and outdoor recreation facilities on sites adjoining the Urban Growth Boundary to provide a transition between urban and rural activities.

Locate, site and design development for golf courses, education centres, places of worship or other non-agricultural, tourist or dwelling use to:

- Avoid adverse impacts on productive agricultural land use on adjoining or nearby land.
- Retain the predominant rural character of an area.
- Appear as an unobtrusive element in the rural landscape.
- Be located on a site large enough to provide a rural landscape setting for the proposed development.
- Avoid adverse impacts on the amenity of nearby residential development.
- Retain any significant habitat for native flora and fauna on the site and make sustainable improvements to the quality of that habitat.
- Treat and contain all effluent on the site.
- Have direct access to a sealed or road adequate for the anticipated traffic levels.
- Avoid fire and flood prone locations where vehicle access during bushfire and flood
- Avoid sites with landslip risk.

Policy guidelines

Consider as relevant:

- Locating outdoor recreation facilities on a site with direct access to a sealed road within a Transport Zone 1 or 2 to provide safe and efficient access for traffic.

- Locating places of worship on a site with:
 - An area of at least 10 hectares.
 - Direct access to a sealed road within a Transport Zone 1 that is able to provide safe and efficient access for traffic.
 - Farming activities conducted on the same or adjoining land.
- Locating an education centre on a site with:
 - An area of at least 20 hectares.
 - Direct access to a sealed road within a Transport Zone 1 that is able to provide safe and efficient access for traffic.
 - Farming activities conducted on the same or adjoining land.

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

Objective

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

Strategies

Protect the environmental, cultural, landscape values of all waterway systems as significant economic, environmental and cultural assets.

Conserve waterway systems and the landscapes and environmental values surrounding them by protecting ecological values, indigenous vegetation, terrestrial and aquatic habitats and encouraging biodiversity.

Sensitively design and site development to maintain and enhance the waterway system and the surrounding landscape setting, environmental assets, and ecological and hydrological systems.

Address the impacts of use and development on drought and flooding events at a catchment and site scale to protect the health and natural function of waterway systems and their surrounding landscape and environment.

Protect geomorphology, bank stability and flood management capacity to strengthen the environmental value and health of waterway systems by:

- Retaining, enhancing and re-establishing indigenous riparian vegetation along waterway systems, ensuring it responds to the bushfire risk of a location.
- Enhancing and re-establishing both terrestrial and aquatic habitats and their linkages along and surrounding waterway systems.
- Limiting earthworks in proximity to waterway systems to minimise alterations to geomorphology, natural drainage, natural flows and water quality.
- Facilitating the restoration of waterway systems through the removal of weeds, invasive species and pests.

Enhance a sense of place and landscape identity by:

- Conserving areas of identified Victorian Aboriginal cultural heritage significance relating to waterway systems.
- Retaining and re-establishing vegetation, including grasslands and canopy trees, surrounding waterway systems to enhance and connect to the landscape setting, ensuring it responds to the bushfire risk of a location.
- Protecting existing topographic features and maintaining a sense of naturalness through sensitive design and siting.

Retain and enhance the recreation and amenity values along waterway systems by:

- Planning for surrounding green spaces as recreation and tourism resources without adversely impacting environmental values and flood management capacity.
- Protecting and enhancing parklands for their economic, social and environmental values.
- Protecting and enhancing public access to waterway systems and surrounding parklands.
- Enhancing existing and providing new green links, pedestrian and cycle connections and open space.
- Discouraging privatisation of spaces that interface with or provide access to waterway systems.
- Avoiding overshadowing of waterway systems, their banks and adjacent public open space.
- Promoting safety by maximising visibility and passive surveillance and providing good connections and access.

Design and site development to maintain and enhance the natural environment of waterway systems by:

- Minimising the visual intrusion of development on the natural landscape views from major roads, bridge crossings, public open space, recreation trails and within waterway systems themselves.
- Ensuring development is visually subordinate to the local landscape setting, including through the use of vegetation to filter views of development.
- Ensuring development adjacent to waterways adopts high quality materials and respectful design and siting.
- Avoiding impeding the natural flow of waterways and future flood events.
- Directing growth to established settlements where water and wastewater can be managed.

Policy Guidelines

Consider as relevant:

- Locating earthworks, including dams, a minimum of 30 metres from waterway systems.
- Locating development a minimum of 30 metres from the banks of waterway systems.

- The views of floodplain and waterway managers.
- Any regional catchment strategy and related plans approved under the Catchment and Land Protection Act 1994.

Clause 12.05-2L Rural landscapes

Strategies

Design and site development sensitively having regard to the natural physical features of the land including slope, existing vegetation and view lines.

Discourage non-farm related commercial buildings that adversely impact on valued rural landscapes.

Clause 13.02 Bushfire

Policy application

This policy must be applied to all planning and decision making under the *Planning and Environment Act 1987* relating to land that is:

- Within a designated bushfire prone area;
- Subject to a Bushfire Management Overlay; or
- Proposed to be used or developed in a way that may create a bushfire hazard.

Objective

To strengthen the resilience of settlements and communities to bushfire through risk-based planning that prioritises the protection of human life.

Strategies

Protection of human life

Give priority to the protection of human life by:

- Prioritising the protection of human life over all other policy considerations.
- Directing population growth and development to low risk locations and ensuring the availability of, and safe access to, areas where human life can be better protected from the effects of bushfire.
- Reducing the vulnerability of communities to bushfire through the consideration of bushfire risk in decision making at all stages of the planning process.

Bushfire hazard identification and assessment

Identify bushfire hazard and undertake appropriate risk assessment by:

- Applying the best available science to identify vegetation, topographic and climatic conditions that create a bushfire hazard.
- Considering the best available information about bushfire hazard including the map of designated bushfire prone areas prepared under the *Building Act 1993* or regulations made under that Act.
- Applying the Bushfire Management Overlay to areas where the extent of vegetation can create an extreme bushfire hazard.

- Considering and assessing the bushfire hazard on the basis of:
 - Landscape conditions - meaning conditions in the landscape within 20 kilometres (and potentially up to 75 kilometres) of a site;
 - Local conditions - meaning conditions in the area within approximately 1 kilometre of a site;
 - Neighbourhood conditions - meaning conditions in the area within 400 metres of a site; and
 - The site for the development.
- Consulting with emergency management agencies and the relevant fire authority early in the process to receive their recommendations and implement appropriate bushfire protection measures.
- Ensuring that strategic planning documents, planning scheme amendments, planning permit applications and development plan approvals properly assess bushfire risk and include appropriate bushfire protection measures.
- Not approving development where a landowner or proponent has not satisfactorily demonstrated that the relevant policies have been addressed, performance measures satisfied or bushfire protection measures can be adequately implemented.

Settlement planning

Plan to strengthen the resilience of settlements and communities and prioritise protection of human life by:

- Directing population growth and development to low risk locations, being those locations assessed as having a radiant heat flux of less than 12.5 kilowatts/square metre under *AS 3959-2018 Construction of Buildings in Bushfire-prone Areas* (Standards Australia, 2018).
- Ensuring the availability of, and safe access to, areas assessed as a BAL-LOW rating under *AS 3959-2018 Construction of Buildings in Bushfire-prone Areas* (Standards Australia, 2018) where human life can be better protected from the effects of bushfire.
- Ensuring the bushfire risk to existing and future residents, property and community infrastructure will not increase as a result of future land use and development.
- Achieving no net increase in risk to existing and future residents, property and community infrastructure, through the implementation of bushfire protection measures and where possible reducing bushfire risk overall.
- Assessing and addressing the bushfire hazard posed to the settlement and the likely bushfire behaviour it will produce at a landscape, settlement, local, neighbourhood and site scale, including the potential for neighbourhood-scale destruction.
- Assessing alternative low risk locations for settlement growth on a regional, municipal, settlement, local and neighbourhood basis.
- Not approving any strategic planning document, local planning policy, or planning scheme amendment that will result in the introduction or intensification

of development in an area that has, or will on completion have, more than a BAL-12.5 rating under *AS 3959-2018 Construction of Buildings in Bushfire-prone Areas* (Standards Australia, 2018).

Use and development control in a Bushfire Prone Area

In a bushfire prone area designated in accordance with regulations made under the *Building Act 1993*, bushfire risk should be considered when assessing planning applications for the following uses and development:

- Subdivisions of more than 10 lots.
- Accommodation.
- Child care centre.
- Education centre.
- Emergency services facility.
- Hospital.
- Indoor recreation facility.
- Major sports and recreation facility.
- Place of assembly.
- Any application for development that will result in people congregating in large numbers.

When assessing a planning permit application for the above uses and development:

- Consider the risk of bushfire to people, property and community infrastructure.
- Require the implementation of appropriate bushfire protection measures to address the identified bushfire risk.
- Ensure new development can implement bushfire protection measures without unacceptable biodiversity impacts.

Policy guidelines

Consider as relevant:

- Any applicable approved state, regional and municipal fire prevention plan.

Clause 13.05 Noise management

Objective

To assist the management of noise effects on sensitive land uses.

Strategy

Ensure that development is not prejudiced and community amenity and human health is not adversely impacted by noise emissions.

Minimise the impact on human health from noise exposure to occupants of sensitive land uses (residential use, child care centre, school, education centre, residential aged care centre or hospital) near the transport system and other noise emission sources through suitable building siting and design (including orientation and internal layout),

urban design and land use separation techniques as appropriate to the land use functions and character of the area.

Policy guidelines

Consider as relevant:

- The noise requirements in accordance with the Environment Protection Regulations under the *Environment Protection Act 2017*.

Policy documents

Consider as relevant:

- *Environment Protection Regulations under the Environment Protection Act 2017*
- *Noise Limit and Assessment Protocol for the Control of Noise from Commercial, Industrial and Trade Premises and Entertainment Venues* (Publication 1826, Environment Protection Authority, May 2021)
- *Environment Reference Standard* (Gazette No. S 245, 26 May 2021)
- *Passenger Rail Infrastructure Noise Policy* (Victorian Government, 2013)
- *VicTrack Rail Development Interface Guidelines* (VicTrack, 2019)

Clause 13.07-1S Land use compatibility

Objective

To protect community amenity, human health and safety while facilitating appropriate commercial, industrial, infrastructure or other uses with potential adverse off-site impacts.

Strategies

- Ensure that use or development of land is compatible with adjoining and nearby land uses
- Avoid locating incompatible uses in areas that may be impacted by adverse off-site impacts from commercial, industrial and other uses.
- Avoid or otherwise minimise adverse off-site impacts from commercial, industrial and other uses through land use separation, siting, building design and operational measures.
- Protect commercial, industrial and other employment generating uses from encroachment by use or development that would compromise the ability of those uses to function safely and effectively.

Policy documents

Consider as relevant:

- *Separation Distance Guideline* (Environment Protection Authority, August 2024)
- *Landfill Buffer Guideline* (Environment Protection Authority, August 2024)

Clause 14.01-1S Protection of agricultural land

Objective

To protect the state's agricultural base by preserving productive farmland.

Strategies

Identify areas of productive agricultural land, including land for primary production and intensive agriculture.

Consider state, regional and local, issues and characteristics when assessing agricultural quality and productivity.

Avoid permanent removal of productive agricultural land from the state's agricultural base without consideration of the economic importance of the land for the agricultural production and processing sectors.

Protect productive farmland that is of strategic significance in the local or regional context.

Protect productive agricultural land from unplanned loss due to permanent changes in land use.

Prevent inappropriately dispersed urban activities in rural areas.

Protect strategically important agricultural and primary production land from incompatible uses.

Limit new housing development in rural areas by:

- Directing housing growth into existing settlements.
- Discouraging development of isolated small lots in the rural zones from use for dwellings or other incompatible uses.
- Encouraging consolidation of existing isolated small lots in rural zones.

Identify areas of productive agricultural land by consulting with the Department of Energy, Environment and Climate Action and using available information.

In considering a proposal to use, subdivide or develop agricultural land, consider the:

- Desirability and impacts of removing the land from primary production, given its agricultural productivity.
- Impacts on the continuation of primary production on adjacent land, with particular regard to land values and the viability of infrastructure for such production.
- Compatibility between the proposed or likely development and the existing use of the surrounding land.
- The potential impacts of land use and development on the spread of plant and animal pests from areas of known infestation into agricultural areas.
- Land capability.

Avoid the subdivision of productive agricultural land from diminishing the long-term productive capacity of the land.

Give priority to the re-structure of inappropriate subdivisions where they exist on productive agricultural land.

Balance the potential off-site effects of a use or development proposal (such as degradation of soil or water quality and land salinisation) against the benefits of the proposal.

Clause 14.01-1R Protection of agricultural land - Metropolitan Melbourne

Strategy

Protect agricultural land in Metropolitan Melbourne's green wedges and peri-urban areas to avoid the permanent loss of agricultural land in those locations.

Clause 14.01-2S Sustainable agricultural land use

Objective

To encourage sustainable agricultural land use.

Strategies

Ensure agricultural and productive rural land use activities are managed to maintain the long-term sustainable use and management of existing natural resources.

Support the development of innovative and sustainable approaches to agricultural and associated rural land use practices.

Support adaptation of the agricultural sector to respond to the potential risks arising from climate change.

Encourage diversification and value-adding of agriculture through effective agricultural production and processing, rural industry and farm-related retailing.

Assist genuine farming enterprises to embrace opportunities and adjust flexibly to market changes.

Support agricultural investment through the protection and enhancement of appropriate infrastructure.

Facilitate ongoing productivity and investment in high value agriculture.

Facilitate the establishment and expansion of cattle feedlots, pig farms, poultry farms and other intensive animal industries in a manner consistent with orderly and proper planning and protection of the environment.

Ensure that the use and development of land for animal keeping or training is appropriately located and does not detrimentally impact the environment, the operation of surrounding land uses and the amenity of the surrounding area.

Policy documents

Consider as relevant:

- *Victorian Code for Cattle Feedlots* (Department of Agriculture, Energy and Minerals, 1995)
- *Victorian Code for Broiler Farms* (Department of Primary Industries, 2009, plus 2018 amendments)
- *Apiary Code of Practice* (Department of Planning and Community Development, 2011)

- *Planning Guidelines for Land Based Aquaculture in Victoria* (Department of Primary Industries, No. 21, 2005)
- *Victorian Low Density Mobile Outdoor Poultry Farm Planning Permit Guidelines* (Department of Economic Development, Jobs, Transport and Resources, June 2018)
- *Victorian Low Density Mobile Outdoor Pig Farm Planning Permit Guidelines* (Department of Economic Development, Jobs, Transport and Resources, June 2018)

Clause 14.01-2L-02 Sustainable Agriculture

Policy application

This policy applies to land in the Green Wedge, Rural Conservation and Green Wedge A zones.

Objective

To provide a secure, long term future for productive and sustainable agriculture that remains adaptable to the evolving needs of agriculture.

Strategies

Retain agricultural production as the predominant land use on cleared land in established farming areas where there are no over-riding environmental values that impose a greater priority.

Encourage intensive horticulture where intensive farming is characteristic of the local landscape and where abundant water supply is readily available.

Protect water resources that are potentially available for agricultural use and maximise opportunities to use recycled wastewater for agricultural purposes.

Allow buildings and structures required for the sustainable operation of productive agricultural enterprises.

Protect and restore soil condition, reduce the threats of erosion and salinity.

Clause 15.01-6S Design for rural areas

Objective

To ensure development respects valued areas of rural character.

Strategies

Ensure that the siting, scale and appearance of development protects and enhances rural character.

Protect the visual amenity of valued rural landscapes and character areas along township approaches and sensitive tourist routes by ensuring new development is sympathetically located.

Site and design development to minimise visual impacts on surrounding natural scenery and landscape features including ridgelines, hill tops, waterways, lakes and wetlands.

Clause 35.04 Green Wedge Zone

Purpose

To implement the Municipal Planning Strategy and the Planning Policy Framework.

To provide for the use of land for agriculture.

To recognise, protect and conserve green wedge land for its agricultural, environmental, historic, landscape, recreational and tourism opportunities, and mineral and stone resources.

To encourage use and development that is consistent with sustainable land management practices.

To encourage sustainable farming activities and provide opportunity for a variety of productive agricultural uses.

To protect, conserve and enhance the cultural heritage significance and the character of open rural and scenic non-urban landscapes.

To protect and enhance the biodiversity of the area.

Table of Uses

Domestic animal boarding is a section 2 permit required use when more than five (5) animals are proposed.

Clause 35.04-5 Buildings and works

A permit is required to construct or carry out any of the following:

- A building or works associated with a use in Section 2 of Clause 35.04-1.

Decision Guidelines

Before deciding on an application to use or subdivide land, lease or license a portion of a lot for a period of more than 10 years if the portion is to be leased or licensed for the purpose of Accommodation, construct a building or construct or carry out works, in addition to the decision guidelines in Clause 65, the responsible authority must consider, as appropriate:

General issues

- The Municipal Planning Strategy and the Planning Policy Framework.
- Any Regional Catchment Strategy and associated plan applying to the land.
- The capability of the land to accommodate the proposed use or development.
- How the use or development relates to rural land use, rural diversification, natural resource management, natural or cultural heritage management, recreation or tourism.
- Whether the site is suitable for the use or development and the compatibility of the proposal with adjoining land uses.

- Whether the use or development is essential to the health, safety or well-being of the State or area but is not appropriate to locate in an urban area because of the effect it may have on existing or proposed urban areas or the effect that existing or proposed urban areas may have on the proposed use or development.
- The need to minimise adverse impacts on the character and appearance of the area or features of architectural, scientific or cultural heritage significance, or of natural scenic beauty.
- The potential for accommodation to be adversely affected by vehicular traffic, noise, blasting, dust and vibration from an existing or proposed extractive industry operation if it is located within 500 metres from the nearest title boundary of land on which a work authority has been applied for or granted under the *Mineral Resources (Sustainable Development) Act 1990*.

Rural issues

- The maintenance of agricultural production and the impact on the rural economy.
- The environmental capacity of the site to sustain the rural enterprise.
- The need to prepare an integrated land management plan.
- The impact on the existing and proposed rural infrastructure.
- The potential for the future expansion of the use or development and the impact of this on adjoining and nearby agriculture and other land uses.
- The protection and retention of land for future sustainable agricultural activities.

Environmental issues

- The impact of the use or development on the flora and fauna on the site and its surrounds.
- The need to protect and enhance the biodiversity of the area, including the retention of vegetation and faunal habitat and the need to revegetate land including riparian buffers along waterways, gullies, ridgelines, property boundaries and saline discharge and recharge area.
- How the use or development relates to sustainable land management and the need to prepare an integrated land management plan.
- The location of on site effluent disposal areas to minimise impact of nutrient loads on waterways and native vegetation.

Design and siting issues

- The need to minimise any adverse impacts of siting, design, height, bulk, and colours and materials to be used, on landscape features, major roads and vistas.
- The location and design of existing and proposed infrastructure services which minimises the visual impact on the landscape.
- The need to minimise adverse impacts on the character and appearance of the area or features of archaeological, historic or scientific significance or of natural scenic beauty or importance.

- The need to locate and design buildings used for accommodation to avoid or reduce the impact from vehicular traffic, noise, blasting, dust and vibration from an existing or proposed extractive industry operation if it is located within 500 metres from the nearest title boundary of land on which a work authority has been applied for or granted under the *Mineral Resources (Sustainable Development) Act 1990*.

Clause 42.01 Environmental Significance Overlay

Purpose

To implement the Municipal Planning Strategy and the Planning Policy Framework.

To identify areas where the development of land may be affected by environmental constraints.

To ensure that development is compatible with identified environmental values.

Schedule 1 – Highest Biodiversity Habitat Areas and Biolink Corridors

Statement of environmental significance

Yarra Ranges contains an extensive network of bushland remnants that are an integral part of the municipality's unique landscape and environmental character. These bushland areas comprise a wide range of different ecosystems that provide habitats for a rich diversity of flora and fauna.

The value of habitat areas in Yarra Ranges' network of flora and fauna habitats is enhanced where there are opportunities for birds and other wildlife to shelter while moving between them. The connectivity between habitat areas increases their long term sustainability and value in biodiversity protection by reducing the risk of creating isolated and vulnerable habitat areas. This connectivity enables native species to respond to adverse climatic changes, providing greater opportunities for breeding and foraging, and allowing native species to recolonise areas following major disturbances such as bushfires.

The biolink corridors that have been identified in Yarra Ranges generally follow waterways although they also include some roadsides and other areas containing indigenous vegetation remnants. In some areas the extent and condition of indigenous vegetation within these habitat corridors has been fragmented and degraded by past land management practices. There are many opportunities to improve the habitat value of Yarra Ranges' network of flora and fauna habitats through the rehabilitation of these degraded areas especially along watercourses.

Environmental objective to be achieved

To protect and manage the larger patches of remnant highest biodiversity bushland from fragmentation and incremental loss so that they continue to provide high quality biolink corridors and sustainable habitat for indigenous flora and fauna.

A planning permit is not required for the proposal pursuant to the Environmental Significance Overlay as the proposal is located outside the area of the site affected by the overlay.

Clause 42.03 Significant Landscape Overlay

Purpose

To implement the Municipal Planning Strategy and the Planning Policy Framework.

To identify significant landscapes.

To conserve and enhance the character of significant landscapes.

A permit is required to:

- Construct a building or construct or carry out works. This does not apply:
 - If a schedule to this overlay specifically states that a permit is not required.
 - To the conduct of agricultural activities including ploughing and fencing (but not the construction of dams) unless a specific requirement for that activity is specified in a schedule to this overlay.
- Construct a fence if specified in the schedule to this overlay.
- Remove, destroy or lop any vegetation specified in a schedule to this overlay. This does not apply:
 - If the table to Clause 42.03-3 specifically states that a permit is not required.
 - To the removal, destruction or lopping of native vegetation in accordance with a native vegetation precinct plan specified in the schedule to Clause 52.16.

Schedule 6 - Rolling Hills and Bushy Agriculture Landscape

Statement of nature and key elements of landscape

The Rolling Hills and Bushy Agricultural Landscape covers broad areas of pleasantly undulating land with a mountain backdrop. It includes the lower foothills of the Great Dividing Range north of the Yarra River and the elevated areas south of the river extending from the Warramate Hills through Seville and Wandin towards Macclesfield and Yellingbo in the south. Two significant State Parks contribute to the landscape:

- Yellingbo Nature Conservation Reserve – a series of linear riparian vegetation areas along the Woori Yallock, Cockatoo and Sheep Station Creek - (habitat for the endangered Helmeted Honeyeater).
- Yarra Yarraloch Conservation Reserve (Warramate Hills) – a prominent isolated range of forested hills flanked by the flood plain of the Yarra River.

This landscape comprises mostly farmland although it includes many patches of remnant vegetation. It generally has a coarse grain of subdivision with lot sizes mostly between 10 and 20 hectares. Lots are divided into an irregular grid network with lot

boundaries often being based on natural features. Properties are generally clearly defined by rural post and wire fencing or windrows. The road pattern is irregular.

Much of the landscape is managed as grazing pasture although there are substantial areas of vineyards, pockets of orchards, and some other more intensively cultivated areas. Crop protection structures such as hail netting and igloos are prevalent in some of these areas.

Most houses are well set back from major roads. Building architecture within this landscape is from a range of styles and eras. Farm houses are often large sprawling structures with rural design elements such as verandahs. Houses are often clustered with farm sheds and partly screened by trees. Winery complexes, often adopting contemporary design styles are a feature of the winegrowing areas.

Views are commonly to a mid range of rolling hills with the Great Dividing Range frequently silhouetted across the horizon as a backdrop to longer distance views.

Landscape character objectives to be achieved

- To maintain a comparatively open rural landscape of farmland and bushland patches in which houses, farm buildings and tourist facilities are generally inconspicuous.
- To ensure that the siting and design of new buildings complements their setting and reinforces the rural landscape character of the area.
- To retain established trees and patches of indigenous vegetation as an important element of the rural landscape and habitat for wildlife.
- To allow middle and long distance views from the valley to the surrounding ranges.
- To maintain the appearance of an uninterrupted forested backdrop to views.

Permit requirement

Fences

A permit is required to construct a fence.

This does not apply if the fence is both:

- a rural type - post and large space open weave wire fence
- less than 1.8 metres high.

Vegetation

A permit is required to remove, destroy or lop

- Any native vegetation that occurs naturally in Yarra Ranges
- A substantial tree having a trunk circumference greater than 1.1 metres (0.35 metre diameter) at one 1.3 metres above the ground.

This does not apply to any of the following:

- The pruning of vegetation that is undertaken to assist its health or structural soundness. No more than one third of the foliage may be removed from any individual plant.
- The removal of vegetation that is dead
- The pruning of branches directly overhanging a lawfully existing building so that they are not overhanging or within 4 metres of the building
- The removal of vegetation where the base of the plant to be removed is within 4 metres of a lawfully existing building
- The removal of planted windrows, woodlots or landscaping consistent with the implementation of a property management plan prepared to the satisfaction of the responsible authority
- The removal of vegetation that is one of the species listed in the Incorporated Document *Yarra Ranges Council - List of Environmental Weeds 2019*.

Buildings and Works

A permit is not required to construct or carry out works except for following:

- A new building or extensions to an existing building if the floor area of the construction is more than 100 square metres
- Buildings or works with a height above natural ground level of more than 7 metres
- Buildings or works within 4 metres of the trunk of any substantial tree protected under this planning scheme.

Crop protection structures

The permit requirements of this clause do not apply to the construction of plastic covered igloos.

Decision guidelines

The following decision guidelines apply to an application for a permit under Clause 42.03 in addition to those specified in Clause 42.03 and elsewhere in the Scheme which must be considered appropriate by the responsible authority. The guidelines are derived from *Vision 2020 by Design – A Built Environment Framework for Yarra Ranges* (Shire of Yarra Ranges May 2008).

Building siting

- The visual impact on views from adjoining roads and other publicly accessible viewing points.
- Whether buildings and associated works are sited to avoid visually prominent sites such as exposed hilltops or ridgelines.
- The impact of the siting of large buildings on their visual bulk, particularly if close to roads or in open settings where there are no other buildings or mature trees nearby.
- Whether buildings are designed to reflect the topography of the site and minimise the extent of earthworks.

- Whether farm buildings and related structures are clustered with existing buildings on the same land.

Building appearance

- Whether the profile of buildings do not break the skyline or ridgeline behind the building as seen from nearby roads or other publicly accessible viewpoints.
- How the height of buildings relates to the heights of any surrounding tree canopy and nearby development.
- Whether external finishes of buildings use muted tones and non-reflective surfaces and incorporate natural elements such as timber and stone.
- The visual impact of new development on the landscape having regard to the size of frontage setbacks of buildings.
- Whether farm buildings such as storage sheds, water tanks, wine storage tanks and related infrastructure are a visual intrusion in the rural setting and whether they are finished in muted colours, screened by planting or otherwise merged into the landscape.
- Whether the design and materials of large buildings such as storage and equipment sheds reflect the rural environment and the traditions of farm buildings.
- The building mass and form of larger buildings used for visitor accommodation or other tourist related activities.
- Whether the development includes large signage and advertising, including internally illuminated signs.

Dwellings and outbuildings

- How far dwellings and associated outbuildings are set back from the road.
- The height of dwellings and whether it responds to the topography of the site.
- How the design of dwellings addresses factors such as views and outlook and protection from sun, rain and wind.

Vegetation

- The retention of established trees and patches of indigenous vegetation.
- The extent of vegetation removal and proposed land management improvements such as replacement vegetation.
- The use of indigenous species and including canopy trees in landscaping and screening of new buildings.
- The integration of landscaping with the design of the development and whether it complements the vegetation on any adjoining public land.

Fence and boundary treatments

- Whether the front fence and boundary treatments avoid formal landscape design (such as geometrically aligned/spaced tree avenues or garden beds) and hard surfaces and hard edges in landscaping.

- The appearance of entrance gates and adjacent walls or fences and how they relate to the character of the remainder of the property boundary fence and the landscape.

Other buildings and works

- Whether earthworks will remove the option of future use of the soil resource for productive agriculture.
- Whether the proposal includes urban style road infrastructure such as concrete kerbing, paved footpaths and roundabouts.

Clause 52.06 Car Parking

Purpose

To ensure that car parking is provided in accordance with the Municipal Planning Strategy and the Planning Policy Framework.

To ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality.

To support sustainable transport alternatives to the motor car.

To promote the efficient use of car parking spaces through the consolidation of car parking facilities.

To ensure that car parking does not adversely affect the amenity of the locality.

To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.

Clause 52.06-1 Scope

Clause 52.06 applies to:

- a new use; or
- an increase in the floor area or site area of an existing use; or
- an increase to an existing use by the measure specified in Column C of Table 1 in Clause 52.06-5 for that use.

Clause 52.06 does not apply to:

- the extension of one dwelling on a lot in the Neighbourhood Residential Zone, General Residential Zone, Residential Growth Zone, Housing Choice and Transport Zone, Mixed Use Zone or Township Zone; or
- the construction and use of one dwelling on a lot in the Neighbourhood Residential Zone, General Residential Zone, Residential Growth Zone, Housing Choice and Transport Zone, Mixed Use Zone or Township Zone unless the zone or a schedule to the zone specifies that a permit is required to construct or extend one dwelling on a lot; or
- the construction and use of a small second dwelling.

Clause 52.06-2 Provision of car parking spaces

Before:

- a new use commences; or
- the floor area or site area of an existing use is increased; or
- an existing use is increased by the measure specified in Column C of Table 1 in Clause 52.06-5 for that use,

the number of car parking spaces required under Clause 52.06-5 or in a schedule to the Parking Overlay must be provided to the satisfaction of the responsible authority in one or more of the following ways:

- on the land; or
- in accordance with a permit issued under Clause 52.06-3; or
- in accordance with a financial contribution requirement specified in a schedule to the Parking Overlay.

If a schedule to the Parking Overlay specifies a maximum parking provision, the maximum provision must not be exceeded except in accordance with a permit issued under Clause 52.06-3.

Clause 52.06-3 Permit requirement

A permit is required to:

- Reduce (including reduce to zero) the number of car parking spaces required under Clause 52.06-5 or in a schedule to the Parking Overlay.
- Provide some or all of the car parking spaces required under Clause 52.06-5 or in a schedule to the Parking Overlay on another site.
- Provide more than the maximum parking provision specified in a schedule to the Parking Overlay.

A permit is not required if a schedule to the Parking Overlay specifies that a permit is not required under this clause.

A permit is not required to reduce the number of car parking spaces required for a new use of land if the following requirements are met:

- The number of car parking spaces required under Clause 52.06-5 or in a schedule to the Parking Overlay for the new use is less than or equal to the number of car parking spaces required under Clause 52.06-5 or in a schedule to the Parking Overlay for the existing use of the land.
- The number of car parking spaces currently provided in connection with the existing use is not reduced after the new use commences.

A permit is not required to reduce the required number of car parking spaces for a new use of an existing building if the following requirements are met:

- The building is in the Commercial 1 Zone, Commercial 2 Zone, Commercial 3 Zone, Activity Centre Zone or Precinct Zone.
- The gross floor area of the building is not increased.

- The reduction does not exceed 10 car parking spaces.
- The building is not in a Parking Overlay with a schedule that allows a financial contribution to be paid in lieu of the provision of the required car parking spaces for the use.

Clause 52.06-5 Number of car parking spaces required under Table 1

Table 1 of this clause sets out the car parking requirement that applies to a use listed in the Table.

Use of land for domestic animal boarding is not listed in Table 1.

Where a use of land is not specified in Table 1 or where a car parking requirement is not specified for the use in another provision of the planning scheme or in a schedule to the Parking Overlay, before a new use commences or the floor area or site area of an existing use is increased, car parking spaces must be provided to the satisfaction of the responsible authority. This does not apply to the use of land for a temporary portable land sales office located on the land for sale.

Clause 52.06-8 Requirement for a car parking plan

Plans must be prepared to the satisfaction of the responsible authority before any of the following occurs:

- a new use commences; or
- the floor area or site area of an existing use is increased; or
- an existing use is increased by the measure specified in Column C of Table 1 in Clause 52.06-5 for that use.

The plans must show, as appropriate:

- All car parking spaces that are proposed to be provided (whether on the land or on other land).
- Access lanes, driveways and associated works.
- Allocation of car parking spaces to different uses or tenancies, if applicable.
- Any landscaping and water sensitive urban design treatments.
- Finished levels, if required by the responsible authority.
- Any other matter specified in a schedule to the Parking Overlay.

Plans must be provided to the responsible authority under Clause 52.06-8 wherever Clause 52.06 applies, whether or not a permit application is being made under Clause 52.06-3 or any other provision of the planning scheme.

Where an application is being made for a permit under Clause 52.06-3 or another provision of the planning scheme, the information required under Clause 52.06-8 may be included in other plans submitted with the application.

Clause 52.06-8 does not apply where no car parking spaces are proposed to be provided.

Clause 52.06-9 Design standards for car parking

Plans prepared in accordance with Clause 52.06-8 must meet the design standards of Clause 52.06-9, unless the responsible authority agrees otherwise.

Design standards 1, 3, 6 and 7 do not apply to an application to construct one dwelling on a lot.

Design standard 1 – Accessways

Accessways must:

- Be at least 3 metres wide.
- Have an internal radius of at least 4 metres at changes of direction or intersection or be at least 4.2 metres wide.
- Allow vehicles parked in the last space of a dead-end accessway in public car parks to exit in a forward direction with one manoeuvre.
- Provide at least 2.1 metres headroom beneath overhead obstructions, calculated for a vehicle with a wheel base of 2.8 metres.
- If the accessway serves four or more car spaces or connects to a road in a Transport Zone 2 or Transport Zone 3, the accessway must be designed so that cars can exit the site in a forward direction.
- Provide a passing area at the entrance at least 6.1 metres wide and 7 metres long if the accessway serves ten or more car parking spaces and is either more than 50 metres long or connects to a road in a Transport Zone 2 or Transport Zone 3.
- Have a corner splay or area at least 50 per cent clear of visual obstructions extending at least 2 metres along the frontage road from the edge of an exit lane and 2.5 metres along the exit lane from the frontage, to provide a clear view of pedestrians on the footpath of the frontage road. The area clear of visual obstructions may include an adjacent entry or exit lane where more than one lane is provided, or adjacent landscaped areas, provided the landscaping in those areas is less than 900mm in height.

If an accessway to four or more car parking spaces is from land in a Transport Zone 2 or Transport Zone 3, the access to the car spaces must be at least 6 metres from the road carriageway.

If entry to the car space is from a road, the width of the accessway may include the road.

Design standard 2 – Car parking spaces

Car parking spaces and accessways must have the minimum dimensions as outlined in Table 2.

Angle of car parking spaces to access way	Accessway width	Car space width	Car space length
Parallel	3.6 m	2.3 m	6.7 m
45°	3.5 m	2.6 m	4.9 m

60°	4.9 m	2.6 m	4.9 m
90°	6.4 m	2.6 m	4.9 m
	5.8 m	2.8 m	4.9 m
	5.2 m	3.0 m	4.9 m
	4.8 m	3.2 m	4.9 m

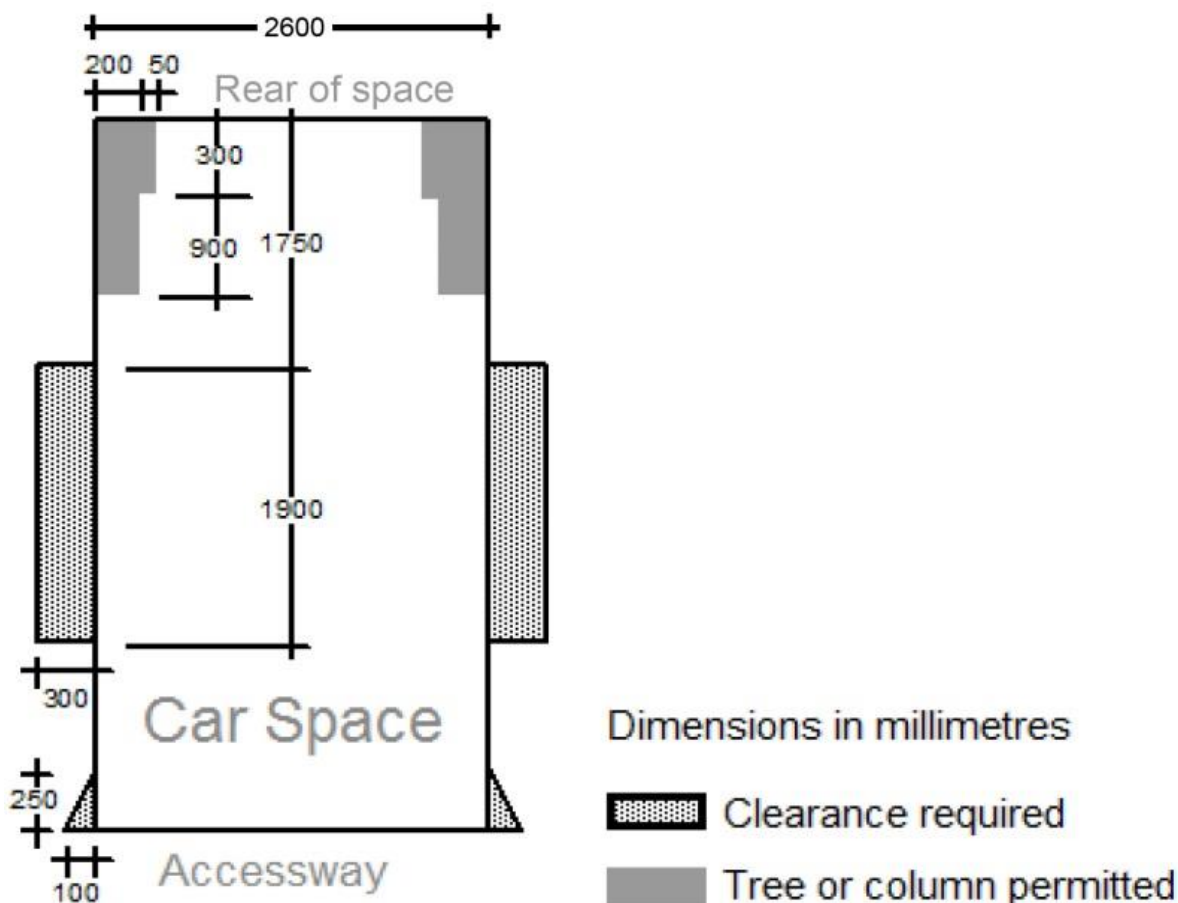
Note

Some dimensions in Table 2 vary from those shown in the Australian Standard AS2890.1-2004 (off street). The dimensions shown in Table 2 allocate more space to aisle widths and less to marked spaces to provide improved operation and access. The dimensions in Table 2 are to be used in preference to the Australian Standard AS2890.1-2004 (off street) except for disabled spaces which must achieve Australian Standard AS2890.6-2009 (disabled).

A wall, fence, column, tree, tree guard or any other structure that abuts a car space must not encroach into the area marked 'clearance required' on Diagram 1, other than:

- A column, tree or tree guard, which may project into a space if it is within the area marked 'tree or column permitted' on Diagram 1.
- A structure, which may project into the space if it is at least 2.1 metres above the space.

Diagram 1 Clearance to car parking spaces



Car spaces in garages or carports must be at least 6 metres long and 3.5 metres wide for a single space and 5.5 metres wide for a double space measured inside the garage or carport.

Where parking spaces are provided in tandem (one space behind the other) an additional 500 mm in length must be provided between each space.

Where two or more car parking spaces are provided for a dwelling, at least one space must be under cover.

Disabled car parking spaces must be designed in accordance with Australian Standard AS2890.6-2009 (disabled) and the Building Code of Australia. Disabled car parking spaces may encroach into an accessway width specified in Table 2 by 500mm.

Design standard 3: Gradients

Accessway grades must not be steeper than 1:10 (10 per cent) within 5 metres of the frontage to ensure safety for pedestrians and vehicles. The design must have regard to the wheelbase of the vehicle being designed for; pedestrian and vehicular traffic volumes; the nature of the car park; and the slope and configuration of the vehicle crossover at the site frontage. This does not apply to accessways serving three dwellings or less.

Ramps (except within 5 metres of the frontage) must have the maximum grades as outlined in Table 3 and be designed for vehicles travelling in a forward direction.

Table 3: Ramp gradients

Type of car park	Length of ramp	Maximum grade
------------------	----------------	---------------

Public car parks	20 metres or less	1:5 (20%)
	longer than 20 metres	1:6 (16.7%)
Private or residential car parks	20 metres or less	1:4 (25%)
	longer than 20 metres	1:5 (20%)

Where the difference in grade between two sections of ramp or floor is greater than 1:8 (12.5 per cent) for a summit grade change, or greater than 1:6.7 (15 per cent) for a sag grade change, the ramp must include a transition section of at least 2 metres to prevent vehicles scraping or bottoming.

Plans must include an assessment of grade changes of greater than 1:5.6 (18 per cent) or less than 3 metres apart for clearances, to the satisfaction of the responsible authority.

Design standard 4: Mechanical parking

Mechanical parking may be used to meet the car parking requirement provided:

- At least 25 per cent of the mechanical car parking spaces can accommodate a vehicle height of at least 1.8 metres.
- Car parking spaces that require the operation of the system are not allocated to visitors unless used in a valet parking situation.
- The design and operation is to the satisfaction of the responsible authority.

Design standard 5: Urban design

Ground level car parking, garage doors and accessways must not visually dominate public space.

Car parking within buildings (including visible portions of partly submerged basements) must be screened or obscured where possible, including through the use of occupied tenancies, landscaping, architectural treatments and artworks.

Design of car parks must take into account their use as entry points to the site.

Design of new internal streets in developments must maximise on street parking opportunities.

Design standard 6: Safety

Car parking must be well lit and clearly signed.

The design of car parks must maximise natural surveillance and pedestrian visibility from adjacent buildings.

Pedestrian access to car parking areas from the street must be convenient.

Pedestrian routes through car parking areas and building entries and other destination points must be clearly marked and separated from traffic in high activity parking areas.

Design standard 7: Landscaping

The layout of car parking areas must provide for water sensitive urban design treatment and landscaping.

Landscaping and trees must be planted to provide shade and shelter, soften the appearance of ground level car parking and aid in the clear identification of pedestrian paths.

Ground level car parking spaces must include trees planted with flush grilles. Spacing of trees must be determined having regard to the expected size of the selected species at maturity.

Clause 52.06-10 Decision guidelines

Before deciding that a plan prepared under Clause 52.06-8 is satisfactory the responsible authority must consider, as appropriate:

- The role and function of nearby roads and the ease and safety with which vehicles gain access to the site.
- The ease and safety with which vehicles access and circulate within the parking area.
- The provision for pedestrian movement within and around the parking area.
- The provision of parking facilities for cyclists and disabled people.
- The protection and enhancement of the streetscape.
- The provisions of landscaping for screening and shade.
- The measures proposed to enhance the security of people using the parking area particularly at night.
- The amenity of the locality and any increased noise or disturbance to dwellings and the amenity of pedestrians.
- The workability and allocation of spaces of any mechanical parking arrangement.
- The design and construction standards proposed for paving, drainage, line marking, signage, lighting and other relevant matters.
- The type and size of vehicle likely to use the parking area.
- Whether the layout of car parking spaces and access lanes is consistent with the specific standards or an appropriate variation.
- The need for the required car parking spaces to adjoin the premises used by the occupier/s, if the land is used by more than one occupier.
- Whether the layout of car spaces and accessways are consistent with Australian Standards AS2890.1-2004 (off street) and AS2890.6-2009 (disabled).
- The relevant standards of Clauses 56.06-2, 56.06-4, 56.06-5, 56.06-7 and 56.06-8 for residential developments with accessways longer than 60 metres or serving 16 or more dwellings.
- Any other matter specified in a schedule to the Parking Overlay.

Clause 52.06-11 Construction of car parking

Where a plan is required under Clause 52.06-8, the car parking spaces, access lanes, driveways and associated works and landscaping shown on the plan must be:

- constructed and available for use in accordance with the plan approved by the responsible authority; and
- formed to such levels and drained so that they can be used in accordance with the plan; and
- treated with an all-weather seal or some other durable surface; and
- line-marked or provided with some other adequate means of showing the car parking spaces,

before any of the following occurs:

- the new use commences; or
- the floor area or site area of the existing use is increased; or
- the existing use is increased by the measure specified in Column C of Table 1 in Clause 52.06-5 for that use.

Clause 65.01 Approval Of An Application Or Plan

Before deciding on an application or approval of a plan, the responsible authority must consider, as appropriate:

- The matters set out in section 60 of the Act.
- Any significant effects the environment, including the contamination of land, may have on the use or development.
- The Municipal Planning Strategy and the Planning Policy Framework.
- The purpose of the zone, overlay or other provision.
- Any matter required to be considered in the zone, overlay or other provision.
- The orderly planning of the area.
- The effect on the environment, human health and amenity of the area.
- The proximity of the land to any public land.
- Factors likely to cause or contribute to land degradation, salinity or reduce water quality.
- Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.
- The extent and character of native vegetation and the likelihood of its destruction.
- Whether native vegetation is to be or can be protected, planted or allowed to regenerate.
- The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.

- The adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts.
- The impact the use or development will have on the current and future development and operation of the transport system.

7 Roger Road Wadin North

Project Name

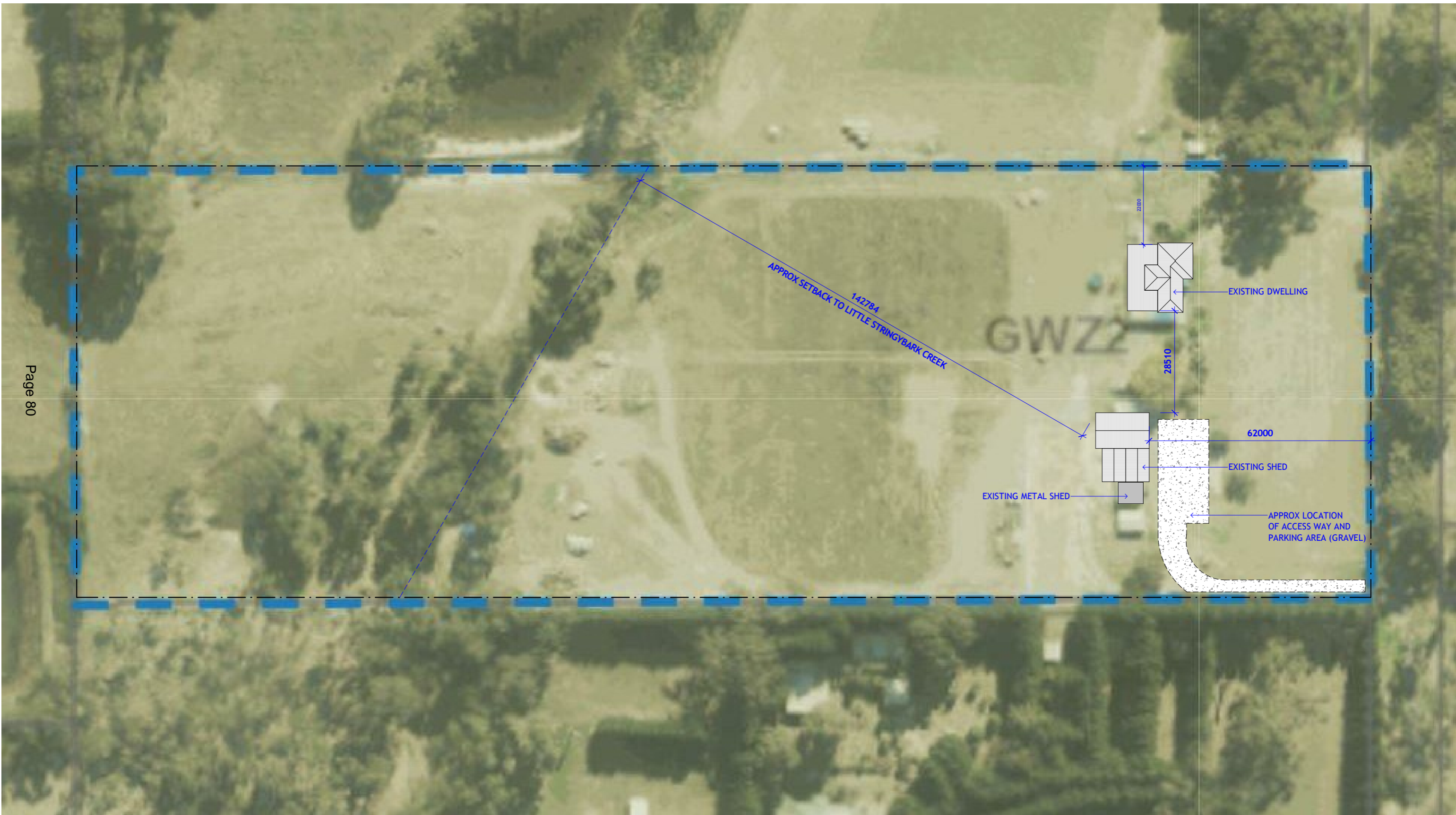
TOWN PLANNING - SHEET LIST

SHEET No.	SHEET NAME	SCALE	CURRENT REVISION
TP01	COVER PAGE	NA @ A1	
TP02	DESIGN RESPONSE/SITE PLAN	1:100 @ A1	
TP03	GROUND FLOOR PLAN	1:100 @ A1	
TP04	ELEVATIONS	1:100 @ A1	

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	REV.	DESCRIPTION	DATE							
<p>Document Set ID: 9897003</p> <p>Version: 2, Version Date: 15/07/2025</p>										



Rodger Rd
RODGER ROAD

NOTE: PROVIDE 50MM ASCOUTIC LINING (GLASS-FIBRE WITH PERFORATED METAL FINISH RW30-35) TO EXISTING SHED

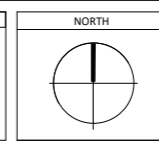
ANY VENTILATION OR COOLING EQUIPMENT INSTALLED MUST HAVE A MAXIMUM LW ≤ 63 DB(A) AND BE LOCATED ON THE SOUTH OR EAST FAÇADE OF THE KENNEL BUILDING.

ADVERTISED

AREA SCHEDULE:	
SITE AREA:	43705m ²
SITE COVERAGE:	373m ² (48.6%)
SITE PERMEABILITY:	335m ² (43.7%)

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Drawings are to be read in conjunction with the technical specification.
The drawings have been prepared where plans and sections are bounded by the same boundaries. Should any discrepancy arise the client is to liaise with the surveyor on the boundary, the owner shall relocate the fence on the boundary should any discrepancy arise.

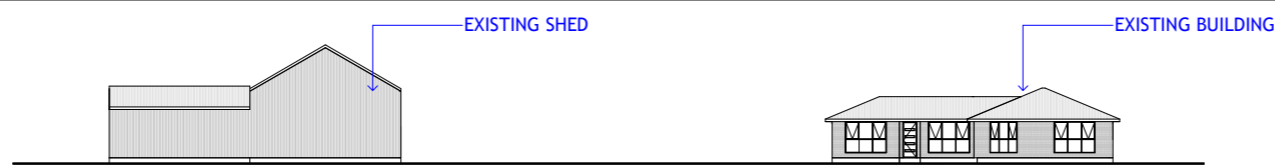
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Project Name
7 Roger Road Wadin North

ISSUED:

GROUND FLOOR PLAN		REVISION:
TOWN PLANNING DRAWINGS		TP03
Date:	Author	Scale: 1 : 200 @A1
Drawn By:	Checker	
Checked By:		



East Elevation - 1

1 : 250



EXAMPLE PHOTO OF SELF LOCKING GATE



EXAMPLE PHOTO OF MESH FENCE



West Elevation - 1

1 : 250



North Elevation

1 : 250

ADVERTISED



North Elevation-1

1 : 250



South Elevation

1 : 250



South Elevation-1

1 : 250

NOTE: PROVIDE 50MM ASCOUTIC LINING (GLASS-FIBRE WITH PERFORATED METAL FINISH RW30-35) TO EXISTING SHED

ANY VENTILATION OR COOLING EQUIPMENT INSTALLED MUST HAVE A MAXIMUM LW < 63 DB(A) AND BE LOCATED ON THE SOUTH OR EAST FAÇADE OF THE KENNEL BUILDING.

<p>Authorisation area</p> <p>Copyright of design shown herein is retained by this office. Written authority is required for any reproduction.</p> <p>Physical dimensions take precedence over verbal dimensions. All dimensions and areas shown are approximate and subject to change. The contractor is to verify all dimensions on site prior to commencing work.</p> <p>Drawings are to be read in conjunction with the technical specification.</p> <p>The drawings have been prepared where plans and sections are located by the same boundaries. Should any discrepancy arise the client to the location of these on the boundary, the owner shall relocate the fence on the boundary should any contractual breach arise.</p>	<table border="1"> <thead> <tr> <th>REV.</th> <th>DESCRIPTION</th> <th>DATE</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	REV.	DESCRIPTION	DATE				<p>NORTH</p>	<p>Project Name</p> <p>7 Roger Road Wadin North</p> <p>ISSUED:</p>	<p>ELEVATIONS</p> <table border="1"> <tr> <td>TOWN PLANNING DRAWINGS</td> <td>REVISION:</td> </tr> <tr> <td>Date:</td> <td>TP04</td> </tr> <tr> <td>Drawn By:</td> <td>Author</td> </tr> <tr> <td>Checked By:</td> <td>Checker</td> </tr> <tr> <td>Scale:</td> <td>1 : 250 @A1</td> </tr> </table>	TOWN PLANNING DRAWINGS	REVISION:	Date:	TP04	Drawn By:	Author	Checked By:	Checker	Scale:	1 : 250 @A1
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<p>Document Set ID: 9897003</p> <p>Version: 2, Version Date: 15/07/2025</p>																				



Executive Summary

Business Name: Happy Paws Boarding Farm

Location: 7 Rodger Road Wandin North VIC 3139

Business Type: Pet Boarding Facility

Operating Hours: Monday to Saturday, 9 AM - 5 PM

Capacity: Up to 22 dogs

Staffing: 4 staff members when full

Happy Paws aims to provide dogs with a safe, comfortable, and enjoyable boarding experience. With a focus on close-to-nature lifestyle and a range of personalized services, we cater to dog owners who are unable to look after their dogs while they are away from home.

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Business Objectives

- Maintain a high standard of care and safety, with a target of zero accidents or incidents.

Services Offered

Boarding: Existing thermal and sound controlled sheds. Individual kennels for each dog, ensuring comfort and security.

Separation for Unneutered Dogs: Dedicated shed for unneutered dogs to prevent aggression and stress.

Outdoor Activity: Twice-daily outdoor sessions (One hour each) with groups of 5 dogs supervised by staff.

Grooming Services: Bathing, grooming, and dental cleaning available.

Transportation: Pick-up and drop-off service for clients.

Operations Plan

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Daily Schedule

- 8:00 AM: Dogs are divided into groups and leave the kennel for outdoor bathroom breaks.
- Following bathroom breaks, dogs return to the kennel for breakfast.
- Post-breakfast, Groups of 5 dogs (to minimise noise level) for an hour of playtime in a fenced grassy area, followed by a rest period in the kennel.
- Afternoon sessions follow a similar structure with groups enjoying outdoor activity for an hour. Ensuring each dog receives adequate exercise and socialization.
- 6:00 PM: Dogs are fed with dinner.
- After dinner, dogs go outside for another bathroom break before returning to their kennels at 6:30 PM for evening rest.
- Trained staff members accompany and manage dogs at all time, ensuring safety and engagement.

Night Care

- Two staff members stay overnight to handle emergencies and ensure safety.
- The facility is equipped with remote monitoring systems for real-time oversight.

Drop-off and Pick-up Hours

Daily scheduled drop-off and pick-up times from 9 AM to 12 PM and 3 PM to 5 PM, staffed by two employees for efficient reception. All dogs will be introduced to designated kennel by staff only (owners are not allowed to go into kennels in order to minimize disruption to other dogs and noise level)

Onsite parking provided for all staffs and customer

Facility

Accommodating up to 22 dogs, are designed for comfort and safety. Shed has its own dedicated outdoor activity area, allowing for uninterrupted play and rest for each group of dogs.

Noise Control

- Kennels are soundproofed with thick insulation and panels, keeping nighttime noise below 35 dB.
- Staff on duty will promptly address excessive barking and comfort dogs as needed.

Hygiene Maintenance

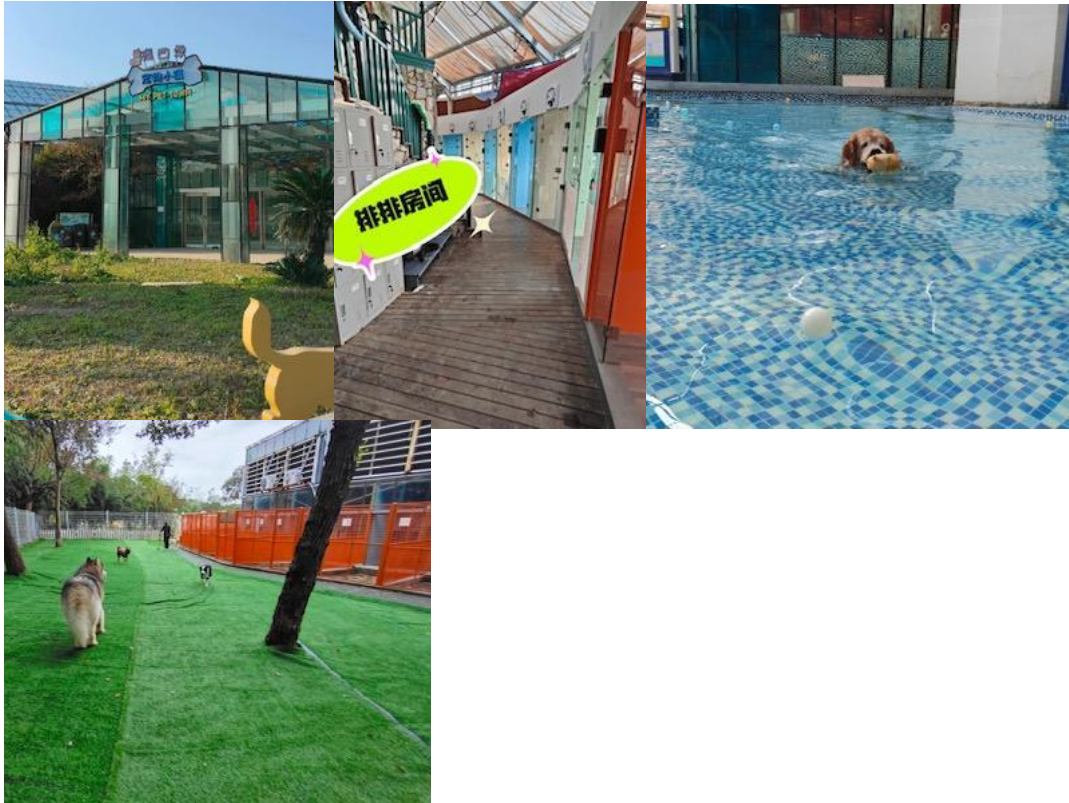
- The facility is cleaned daily
- Deep cleaning and disinfection after each pet's departure.
- Staff promptly collect and dispose of waste, with regular pickups from a waste management service.
- A 24-hour air purification system ensures fresh, odor-free air with a consistent temperature for optimal comfort.

Operators' s past experience

Operators and owners have extensive pet boarding experience. The owners are operating a well know pet boarding business in Shenzhen China for more than 10 years

The Shenzhen boarding facilities is purposely built and licenced to accommodate 120 dogs and marketed for high end clients. With 5 acres of land and 2 separate climate controlled buildings, swimming pool, outdoor and covered play area, we ensure all pets in our care are safe, happy and healthy

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Conclusion

Happy Paws Boarding Farm is committed to providing our clients with a high-quality, full range of dog boarding services with an emphasis on personalized care, safety, and customer satisfaction. The facility and operating plans are designed to minimise or no impact to the neighbourhood.

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Archer Consultants Pty Ltd

PH: 03 7067 9240

ABN: 79 661 164 683

7 Rodger Road, Wandin North VIC 3139

OPERATIONAL WASTE MANAGEMENT PLAN

Proposed Dog Boarding Facility

Revision - 1A

Prepared for - Yarra Ranges Council - June 2025

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INTRODUCTION

Archer Consultants Pty Ltd was engaged by [REDACTED] to prepare a Waste Management Plan (WMP) for approval of a proposed dog boarding facility development at 7 Rodger Road, Wandin North VIC 3139 (Melways 119 A6).

In the course of preparing this WMP, the subject site and its environs have been inspected, plans of the development examined, and all relevant council requirements and documentation collected and analysed.

This WMP has been prepared based on the following information:

- Architectural Plans
- Yarra Ranges Council Guidelines & Better Practice Guide Sustainability Victoria 2019.

BACKGROUND & EXISTING CONDITIONS

The subject site is located on the western side of Rosemary Court, with the nearby land uses consisting of commercial mainly of properties with residential to the north.

Figure 1 provides an overview of the area, and its surrounding land uses whilst **Figure 2** provides an aerial view of the immediate area surround the subject site.

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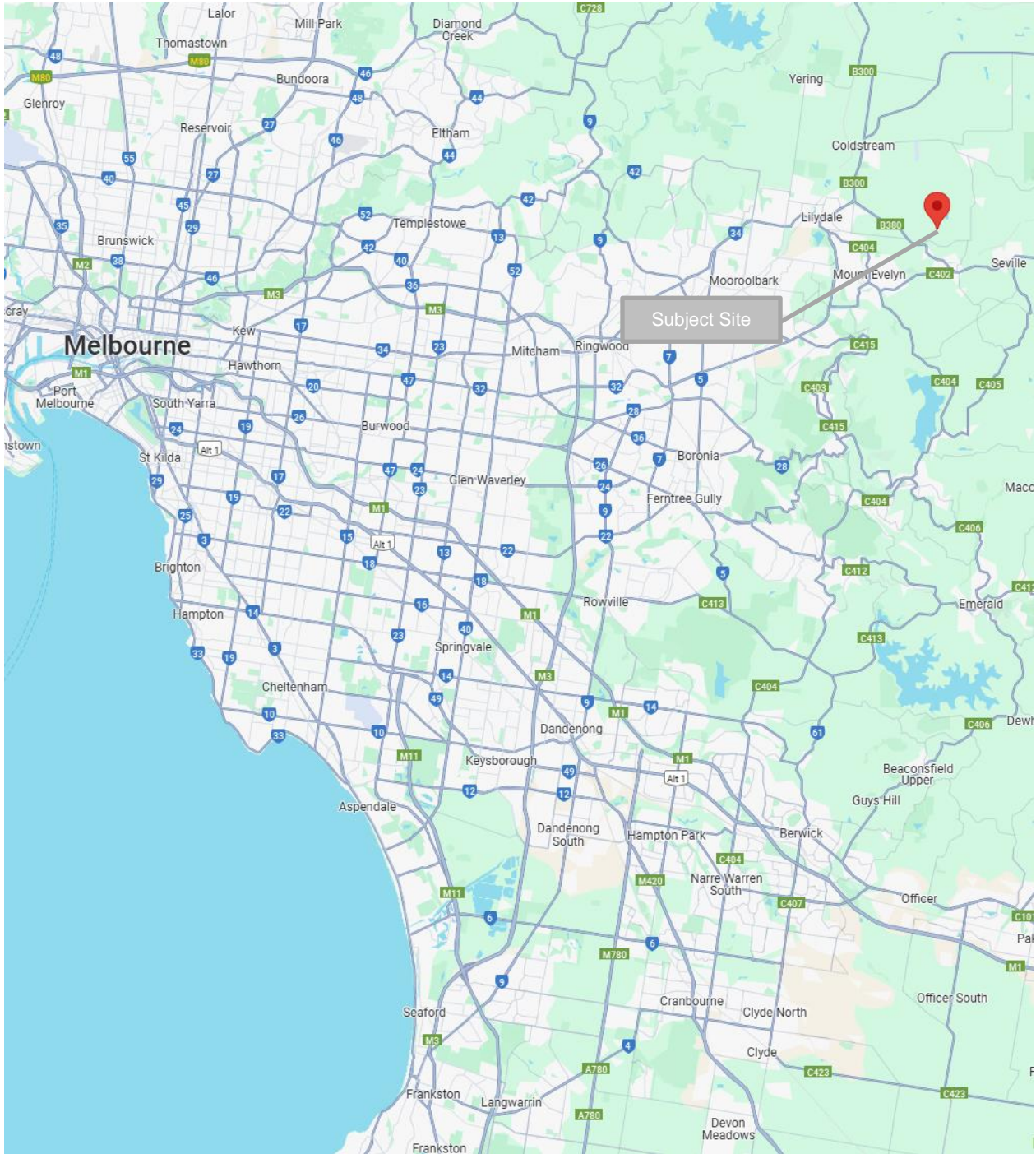


Figure 1: Subject Site Location

source: Google Maps

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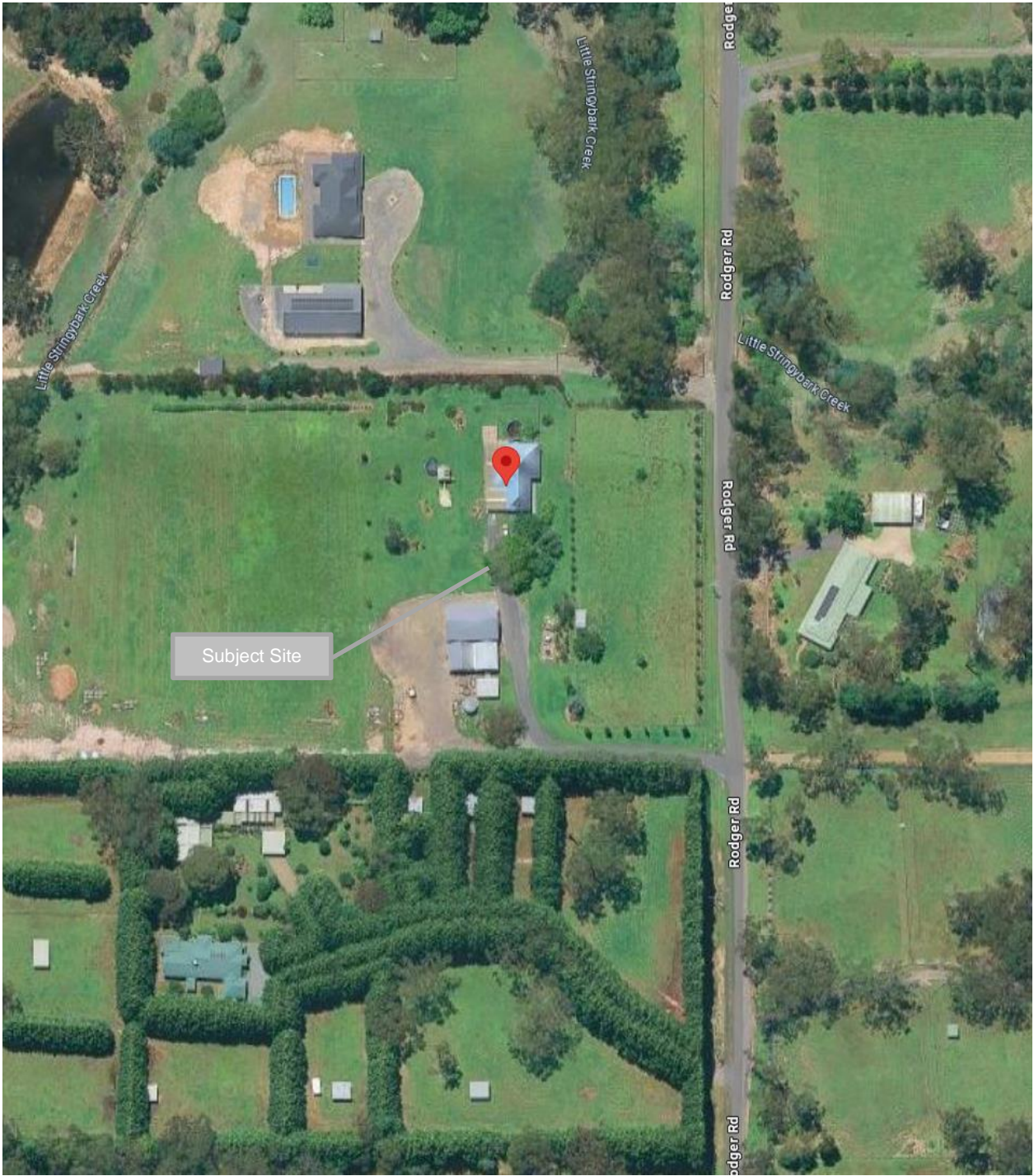


Figure 2: Subject Site Aerial View

source: Google Maps

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PROPOSED DEVELOPMENT

The proposed development consists of a dog boarding facility. Access to the proposed entrance of the development will be provided via a driveway off Rodger Road. The Mobile Garbage bins (MGB's) will be stored within the kennel waste storage area (**Refer Appendix A**).

The land use summary for the proposed development is provided below:

Operating Hours

9:00am – 5:00pm Monday to Saturday.

Animals

There will be a maximum of 22 animals on site at any one time.

Staff

There will be a maximum of 4 staff on site at any one time.

Floor Area

The subject site has the following areas:

Dog Pens Area - 150m²

Outdoor Fenced Area -150m²

Storage and Washing Area - 54m²

Kennel Waste Storage Area - 54m²

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ANTICIPATED WASTE GENERATION, STORAGE & COLLECTION

Waste collection will be provided by a private contractor.

Waste Generation

As per the Yarra Ranges Council DCP & Better Practice Guide Sustainability Victoria 2019, the waste entitlement for multi-dwelling apartments is shown below.

The following table illustrates the typical garbage and recycling and organic generation rates.

Type of Premises	General Landfill Waste	Commingled Recycling Waste
Dog Boarding Facility	10L/100m ² floor/day	10L/100m ² floor/day

Table 1: Typical Waste Generation Rates for Commercial Developments

Generation rates are based on office generation rates within the Better Practice Guide Sustainability Victoria 2019. Actual usage can vary and may be generated at a reduced rate. Actual usage can vary and may be generated at a reduced rate. **NOTE:** Management will monitor all waste requirements and handling due to the on-going operations of development. Accessing any needs for waste management plan revisions.

Waste within Overall Development

Using the garbage and recycling generation rates above, the following can be calculated;

Dog Boarding Facility (408m²)

- 10L/100m² of floor area per day general waste = 285.6L per week (uncompacted)
- 10L/100m² of floor area per day recycling waste = 285.6L per week (uncompacted)

Animal (Scat/Hair) Waste: All floor waste traps to be fitted with bucket traps in the dog wash areas and wet tables will also be fitted with bucket traps.

NOTE: No solid animal waste will be allowed access into the sewer system, all animal waste will be collected as clinical waste by an appropriate clinical waste contractor and incinerated.

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Waste Storage and Handling of Waste Streams

Based on the total waste generated by the development, the following Mobile Garbage Bins (MGB's) should be provided:

- 2 x 240L General Waste MGB's – collected and emptied once a week.
- 2 x 240L Recycling Waste MGB's – collected and emptied once a week.

The following table illustrates the typical dimensions of the MGB's mentioned above.

Size (L)	Height (mm)	Width (mm)	Depth (mm)	Bin Footprint (m ² /bin)
240L	1,060	580	735	0.42

Table 2: Typical Measurements for (Mobile Garbage Bins) MGB's

Recycling	Garbage
<ul style="list-style-type: none"> ✓ All recycling. ✓ Steel, tin, aluminium cans, empty aerosols. ✓ Clear, brown, green glass bottles / jars (rinsed, no lids). ✓ Plastic bottles, soft drink bottles, containers (rinsed, no lids). ✓ Carboard boxes, milk, juice cartons. ✓ Newspapers, magazines, office paper, junk mail, window envelopes. ✓ Council provided compostable caddy liner. ✗ Plastic bags, light bulbs, mirrors, drinking glasses, general and food, waste, ceramics, crockery, foam, ovenware, polystyrene, waxed cardboard boxes. 	<ul style="list-style-type: none"> ✓ General waste. ✓ Plastic bags. ✓ Packets, wrappers, cling wrap, bubble wrap. ✓ Nappies, sanitary waste, (wrapped tightly and stored in a well-sealed bag). ✓ Animal faeces, bedding, and kitty litter. ✓ Foam, polystyrene, and polystyrene. ✓ Light bulbs, mirrors, ceramics, cookware, and drinking glasses. ✓ Contents of your vacuum cleaner, cotton wool, buds and cigarette ends. ✗ Building materials, syringes, oil or paint, gas bottles, hazardous or chemical waste. ✗ Medical waste: (speak to your doctor / pharmacy).

Figure 3: Guidelines for Waste Placement within the MGB's

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The following figures illustrates a scaled diagram of the MGB's within waste storage area.

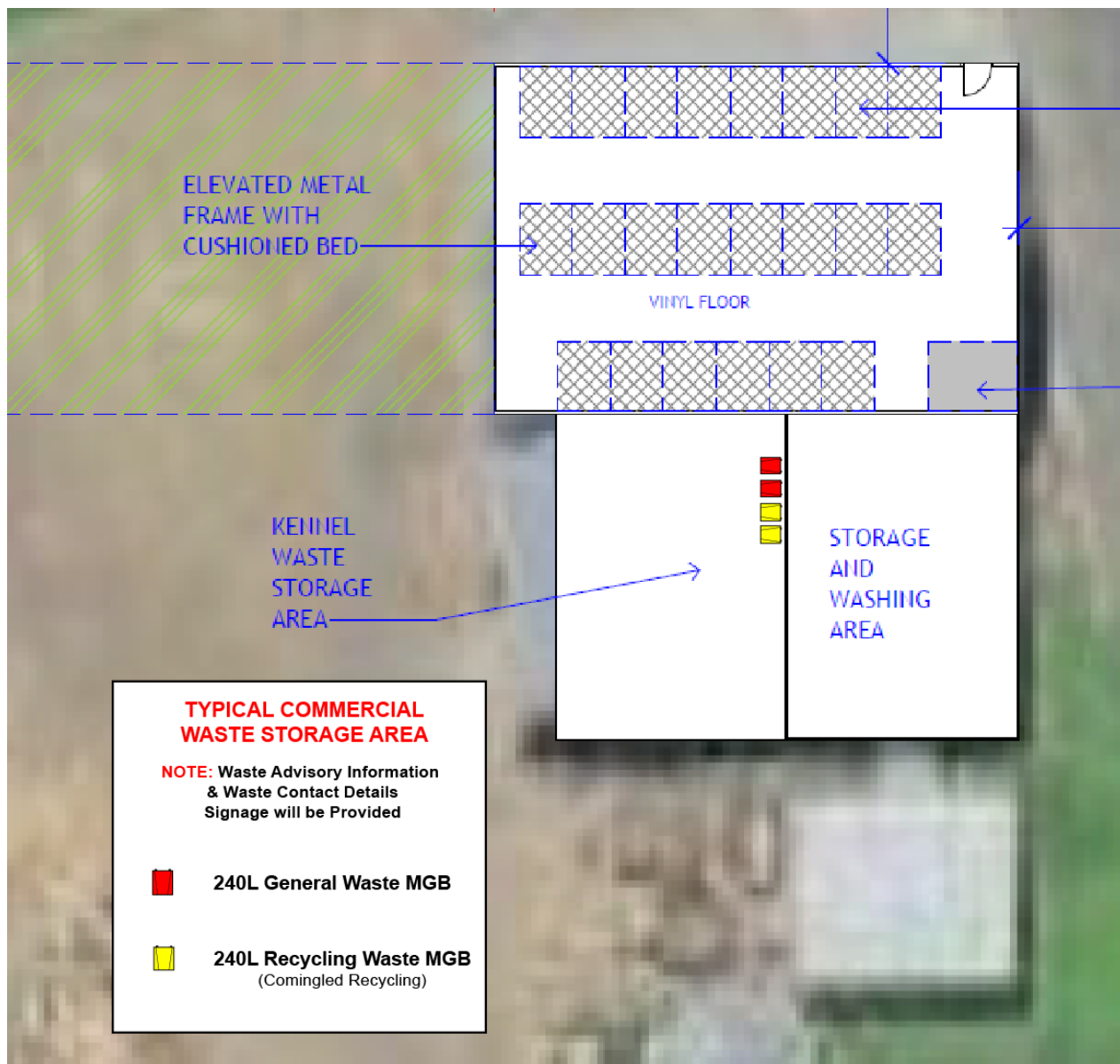


Figure 4: Scaled Diagram of the MGB's within the Waste Storage Area

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WASTE COLLECTION

Waste collection will be provided by a private contractor.

To help ensure collection runs smoothly and enables drivers to pick up, empty and replace the MGB's safely, it's important to:

- Ensure the MGB's are not overfilled with the lids are shut to avoid spills and to protect it from bugs and animals.

The waste vehicle enter the site from Rodger Road and park near the entry to the kennel waste storage area. Once all the MGB's have been collected, emptied and returned to the kennel waste storage area, the waste vehicle will then leave the site in a forward motion.

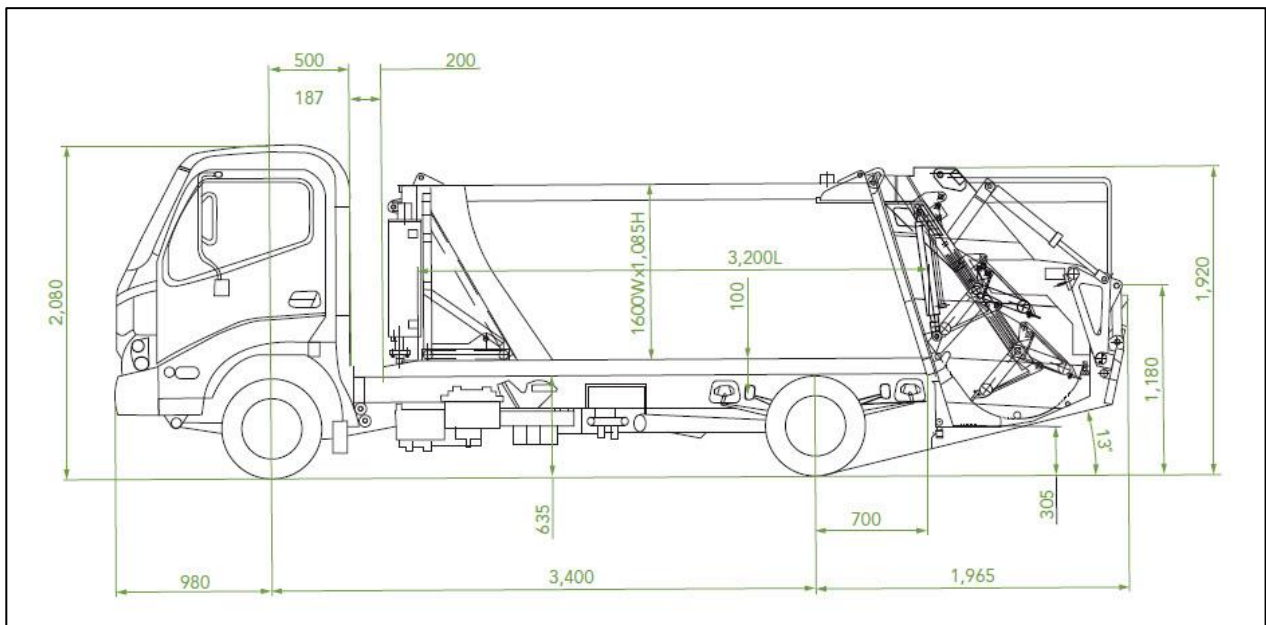


Figure 5: Diagram of a Typical SRV Waste Collection Vehicle

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AMENITY

Noise

The only noise generated from the waste management at the property will be that of the MGB's being wheeled to / from the waste vehicle emptying the MGB's. Any other noise related to the waste management will be kept to a minimum.

Ventilation

The waste storage area will be ventilated.

Security & Communication Strategy

All MGB's will be secured within the waste storage areas.

Management and staff will receive detailed documentation detailing all necessary requirements for safe waste management and handling including all relevant contact information. **NOTE:** It is recommended that all bins should have appropriate signage showing acceptable and non-acceptable items for each bin.

Waste Storage Enclosures & Cleaning Facilities

Management will be responsible for keeping the MGB's clean.

NOTE: It is recommended that the waste storage area consist of; **(1)** Smooth impervious coated/treated ground surface. **(2)** Tap and hose (hose cock must be protected from the waste containers) for use of cleaning the MGBs and waste area. **(3)** Waste educational signage with managements contact details.

Prevention of Vermin

All staff will be advised to not overfill the bins so that the lids are closed at all times. It is suggested to place rat traps in the corners of the waste storage areas.

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MISCELLANEOUS

Animal Waste Management

Animal (Scat/Hair) Waste: All floor waste traps to be fitted with bucket traps in the cat and dog wash areas and wet tables will also be fitted with bucket traps.

NOTE: No solid animal waste will be allowed access into the sewer system, all animal waste will be collected as clinical waste by an appropriate clinical waste contractor and incinerated.

Composting Facilities

NOTE: Organic waste is a problem in landfill as it produces methane, a harmful greenhouse gas that is 25 times more potent than carbon dioxide. Turning it into compost reduces the impact on the environment and allows waste to become a usable product. Existing landfill sites are also nearing capacity and the creation of new sites can cause significant detrimental effects through land clearing, loss of habitat for local wildlife, and potential groundwater and soil contamination from the leaching of heavy metals and chemicals.

Management can also decide to commit to improving waste management methods by composting in support of social and environmental commitments at the local level. **Bokashi Anaerobic Composting** bins are also available that can be stored indoors or outdoors, or worm farms may be obtained from council. It's a great way to turn your kitchen scraps into rich liquid and semi-solid fertiliser to be used on-site for garden areas.

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Organic (Food/Green) Waste

Food waste will be placed within the General Waste MGB's. Gardening waste is minimum and will be handled by the gardening contractor. Please refer to Composting Facilities above.

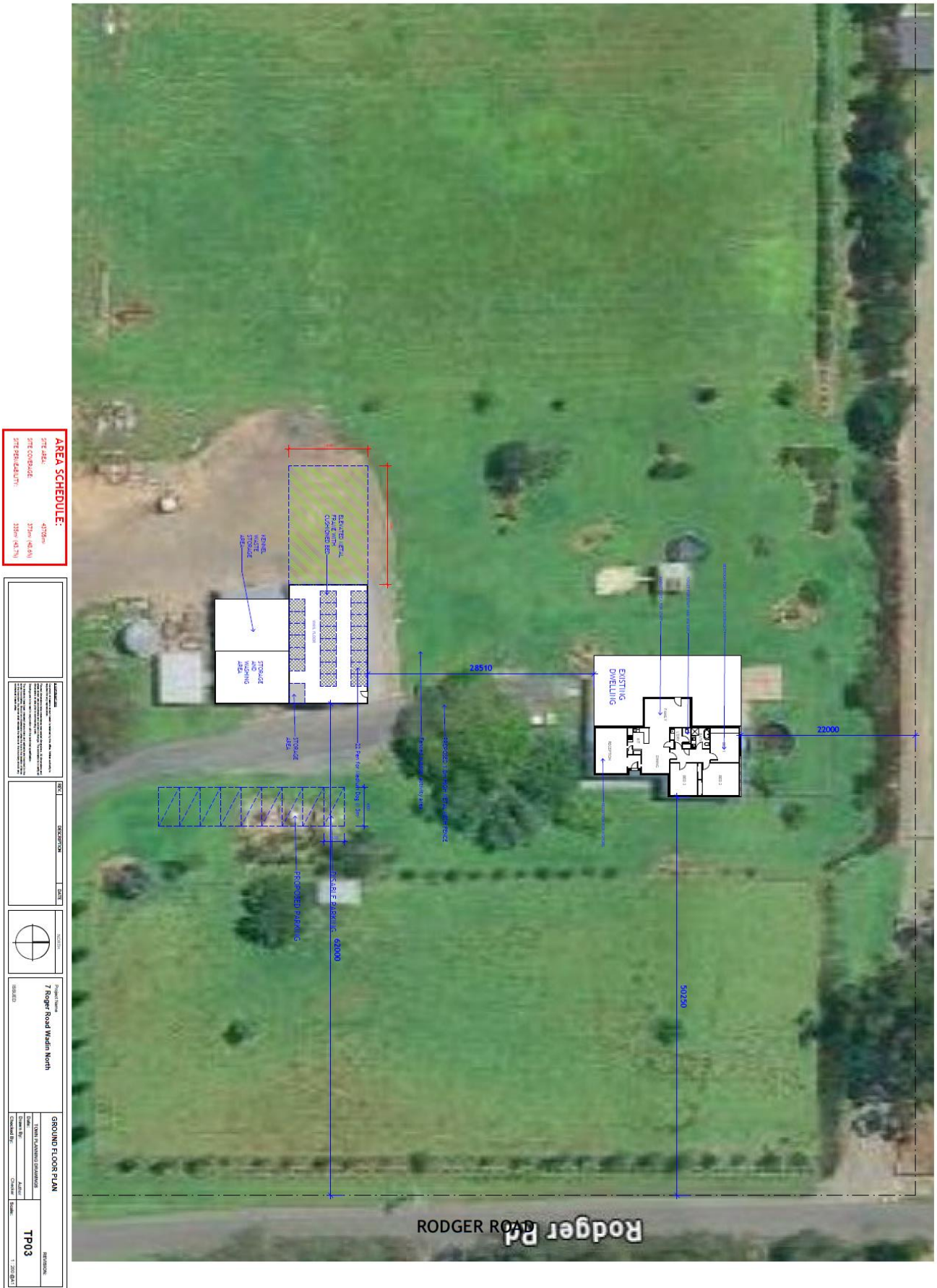
Hard Bulky Waste

If hard waste collection is required management will contact council to organise a booking.

E-Waste

Recyclable electronic goods include batteries, equipment containing printed circuit boards, computers, televisions, fluorescent tubes and smoke detectors. E-Waste is expected to be minimal therefore, all waste will be placed in a small impermeable surface container and management will organise for the E-Waste to be taken to a registered E-Waste Re-Processor as required.

APPENDIX A – PROPOSED FLOOR PLAN



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Separation for Unneutered Dogs: Dedicated shed for unneutered dogs to prevent aggression and stress.

Outdoor Activity: Twice-daily outdoor sessions (One hour each) with groups of 5 dogs supervised by staff.

Grooming Services: Bathing, grooming, and dental cleaning available.

Transportation: Pick-up and drop-off service for clients.

Operations Plan

Daily Schedule

- 9:00 AM: Dogs are divided into groups and leave the kennel for outdoor bathroom breaks.
- Following bathroom breaks, dogs return to the kennel for breakfast.
- Post-breakfast, Groups of 5 dogs (to minimise noise level) for an hour of playtime in a fenced grassy area, followed by a rest period in the kennel.
- Afternoon sessions follow a similar structure with groups enjoying outdoor activity for an hour. Ensuring each dog receives adequate exercise and socialization.
- 4:30 PM: Dogs are fed with dinner.
- After dinner, dogs go outside for another bathroom break before returning to their kennels at 5:00 PM for evening rest.
- Trained staff members accompany and manage dogs at all time, ensuring safety and engagement.

Night Care

- Two staff members stay overnight to handle emergencies and ensure safety.
- The facility is equipped with remote monitoring systems for real-time oversight.

Noise control measures

Based on the predicted noise levels and the applicable assessment criteria, the following are made to ensure continued with EPA Publications 1826 noise limits and to reduce the risk of amenity impact on nearby residential receivers:

- **Outdoor activity yard usage (day-time only):**
Limit use of the external exercise yard to 09:00-17:00 only, consistent with the operations hours nominated in the planning submission. Outdoor use should cease after 17:00 to prevent evening or night-time exceedance of the lower EPA criteria.
- **Yard occupancy control:**

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The modelled day-time scenario assumed up to 10 dogs barking concurrently, it is recommended that a maximum of 11 dogs be allowed in the outdoor yard at any one time, under direct supervision, to reduce peak sound pressure levels and potentially cumulative exposure.

- **Night-time bark management:**

While predicted night-time LAeq and LAFmax levels are compliant, the risk of sleep disturbance from unexpected dog barking overnight boarding cannot be entirely excluded. It is therefore:

- Barking be actively minimised via calming protocols (e.g., separation of reactive dogs, controlled feeding schedules).
- A night-time response plan be implemented, requiring the on-site staff member to intervene promptly if sustained barking occurs.
- Staff be trained to recognise and de-escalate signs of distress vocalisations.

Drop-off and Pick-up Hours

Daily scheduled drop-off and pick-up times from 9 AM to 12 PM and 3 PM to 5 PM, staffed by two employees for efficient reception. All dogs will be introduced to designated kennel by staff only (owners are not allowed to go into kennels in order to minimise disruption to other dogs and noise level)

Onsite parking provided for all staffs and customer

Facility

Accommodating up to 22 dogs, are designed for comfort and safety. Shed has its own dedicated outdoor activity area, allowing for uninterrupted play and rest for each group of dogs.

Noise Control

- Kennels are soundproofed with thick insulation and panels, keeping nighttime noise below 35 dB.
- Staff on duty will promptly address excessive barking and comfort dogs as needed.

Hygiene Maintenance

- The facility is cleaned daily
- Deep cleaning and disinfection after each pet's departure.
- Staff promptly collect and dispose of waste, with regular pickups from a waste management service.
- A 24-hour air purification system ensures fresh, odor-free air with a consistent temperature for optimal comfort.

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7 RODGER RD, WANDIN NORTH, VIC 3139

NOISE IMPACT ASSESSMENT

ADVERTISED

JUNE 27, 2025

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Project Information

Details	
Report Title:	NOISE IMPACT ASSESSMENT
Address:	7 Rodger Rd, Wandin North, VIC 3139

Document Control

Reference	Issue Date	Details	Revision	Prepared	Reviewed	Authorised
J1132	June 27, 2025				MP	MP

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1 INTRODUCTION

Engineering Sciences has been engaged [REDACTED] to undertake an environmental Noise Impact Assessment (NIA) for a proposed domestic animal boarding facility (maximum 20 dogs) at 7 Rodger Road, Wandin North VIC 3139.

The assessment is required by Yarra Ranges Council in response to its Further-Information request application YR-2025/82, and must demonstrate compliance with:

- Environment Protection Act 2017 & Environment Protection Regulations 2021
- EPA Victoria Publication 1826 (Noise Protocol, May 2021)

This report has been prepared with reference to the RFI Fence Relocation Drawings provided by the client, outlined in Table 1.

Table 1 - Architectural Drawings

Drawing. No	Drawing Title	Revision	Date
TP03	Ground Floor Plan	-	-
TP04	Elevations		

2 SITE DESCRIPTION

2.1 Project Description

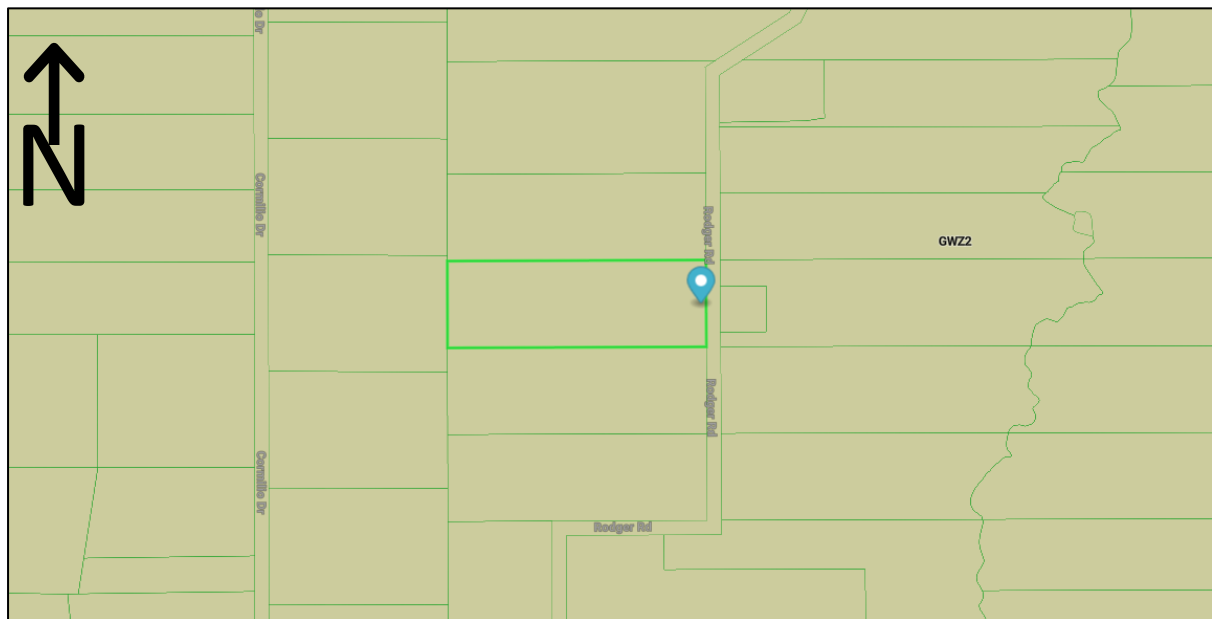
The proposal converts an existing 15 m × 10 m rural shed (light-weight metal cladding) into an indoor kennel containing 22 pens, storage/washing room, reception and one overnight staff room. A 1.8 m high chain-mesh fence encloses a 15 m × 10 m outdoor exercise yard directly west of the shed. Operating hours: 09:00-17:00, seven days; a staff member resides on site outside those hours. Maximum occupancy: 20 dogs of different breeds.

2.2 Project Locality

The 4.37 ha allotment is zoned Green Wedge Zone – Schedule 7 (GWZ7) and bounded mainly by open land that include residential dwellings.

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Figure 1 -Subject Site and Land Zoning of Surrounding Areas (Mecone Mosaic)



2.3 Nearest Noise Sensitive Receivers

The nearest noise-sensitive receivers are the neighbouring residential dwellings located along Rodger Road, situated to the North, South and East of the site. These receivers are considered the most acoustically sensitive in relation to potential emissions from site operations and have been a focal point in the assessment of environmental noise impact.

The nearest noise sensitive receivers are summarised in Table 3 and are presented in Figure 2.

Figure 2 - Aerial imagery of Project Site (Google Maps)



Table 2 - Noise Sensitive Receivers Locations

ID	Type	Receiver Description / Distance Approx.
R1	Residential	9 RODGER ROAD WANDIN NORTH 3139 / 100m
R2		5 RODGER ROAD WANDIN NORTH 3139 / 100m
R3		16 RODGER ROAD WANDIN NORTH 3139 / 115m

3 NOISE EMISSION CRITERIA

3.1 Sound level Descriptors

Noise level descriptors used in the assessment are explained below. For analysing noise, the following descriptors are used:

- L_{90} is known as background noise. L_{90} is a statistical sound level which describes the percentage of times a sound level is exceeded. This parameter is used to set up the allowable noise levels for intrusive noise sources since the level of disturbance of the intrusive noise source will be dependent on how audible it is above the existing noise environment.
- L_{eq} is the equivalent sound level which represents the average noise level during a measurement period. L_{eq} describes a receiver's cumulative noise exposure from all events over a specified period for compliance assessment purposes.
- L_{01} is the noise level exceeded for 1% of the measurement period. During the measurement period, the noise level is below the L_{01} level for 99% of the time
- L_{10} is the noise level exceeded for 10% of the measurement period. During the measurement period, the noise level is below the L_{10} level for 90% of the time. The L_{A10} is a common noise descriptor for environmental noise and road traffic noise
- L_{Amax} is the maximum instantaneous noise level during a measurement period
- A-weighted Sound Level (instantaneous) is the most common weighting used in noise measurements, and it represents the frequency range detectable by the human ear. A-weighted is used for noise measurements and prediction purposes.

3.2 Publication 1826 Part I, Environment Protection Authority

EPA Publication 1826 – *Noise Limit and Assessment Protocol for the Control of Noise from Commercial, Industrial and Trade Premises and Entertainment Venues* (Part 1, EPA Pub. 1826-P1) outlines the noise limits and assessment procedures required under the *Environment Protection Act 2017* and *Environment Protection Regulations 2021*.

For this site, the Rural Area Method (clauses 16–36 of the Protocol) applies, as the subject land and all surrounding receivers are zoned Green Wedge (GWZ7) and lie well outside any defined urban area or high-density township. As such, the Urban Zoning Level Method (clauses 1–15) is not applicable. Noise limits have therefore been determined using the background-adjusted rural method set out in clause 24 of the Protocol, which applies the following limits at nearby noise-sensitive receivers:

- Day (07:00–18:00): $L_{Aeq,30min}$ limit = 35 dB + 8 = 43 dB
- Evening (18:00–22:00): $L_{Aeq,30min}$ limit = 30 dB + 5 = 35 dB
- Night (22:00–07:00): $L_{Aeq,30min}$ limit = 30 dB + 3 = 33 dB
- Night L_{AFmax} : maximum event level = 55 dB(A) at sensitive room façades

These background values are taken from Table 9 of the Noise Protocol for Category 2 rural settings, which is appropriate given the low ambient development density and absence of substantial transport noise sources. This approach is permitted under clause 23, provided predicted levels fall below the adjusted limits.

3.3 Sleep Disturbance

In addition to compliance with EPA Victoria Publication 1826.4 noise limits, consideration has been given to the potential for sleep disturbance due to short-duration maximum noise events occurring during the night-time period (10:00 pm to 7:00 am).

Sleep disturbance may include both full awakenings and partial disruptions to sleep architecture, which are influenced more strongly by maximum (LAFmax) noise levels than by time-averaged (LAeq) levels. Research and international guidance, including the *WHO Environmental Noise Guidelines for the European Region (2018)*, indicate that:

- Internal LAFmax levels below 50–55 dB(A) are unlikely to cause awakenings for most people;
- Up to one or two events per night with external LAFmax levels of 65–70 dB(A) are not expected to result in significant sleep disruption or adverse health outcomes.

For the purposes of this assessment, and in the absence of Victorian-specific LAFmax limits, the following indicative criteria have been applied to assess the likelihood of sleep disturbance at nearby noise-sensitive receivers:

- LAFmax 55 dB(A) internally, within a habitable room used for sleeping;
- LAFmax 65 dB(A) externally, measured near an openable bedroom window (in the absence of façade attenuation).

3.4 Resultant Criteria

Table 3 – EPA Pub. 1826-Part I Noise Criteria

Period	Background LA90 (dB)	Applicable Offset	Resulting Limit LAeq,30min (dB)
Day	35	+8 dB	43
Evening	30	+5 dB	35
Night	30	+3 dB	33
Night LAFmax	–	–	55 (external)

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4 NOISE EMISSION ASSESSMENT

4.1 Operational Scenario

Two potential noise emission scenarios have been identified for the project site. For each scenario, predictions of LAeq and LMax at receiver locations have been conducted and compared to the corresponding criteria.

Scenario 1 Day-time

- The first scenario involves a maximum of 22 dogs in the designated outdoor dog exercise areas during daytime hours.
- Each dog is emitting noise for 10% of the total 15 min assessment duration.
- It is assumed that a maximum of 11 dogs barks at the same time. (11 large dogs barking at the same time has been considered as the worst-case scenario).

Scenario 2 Night-time

- The second scenario involves a maximum of 22 dogs being housed inside the dog kennel shed during night-time hours in the instance of any night-time boarding.
- The maximum noise level assessment considers the instantaneous resultant noise levels from barking dogs. (Not time averaged)
- It is assumed that a maximum of 11 dogs barks at the same time. (11 large dogs barking at the same time has been considered as the worst-case scenario).

Existing shed – assumed acoustic performance:

- Shed Structure: single-skin 0.55mm custom orb **Rw 21**
- Doors: likely timber or steel-framed utility doors, unsealed **Rw 20**, dominated by air leakage

4.2 Noise Sources

The sound power level of dogs barking was taken from our technical database. Sound power levels are reported in A-weighting (Equivalent loudness perceived by human ear).

Table 4 – Sources Sound Power Levels

Noise Source	Overall Sound Power Level, LAeq dB(A)	Maximum Sound Power Level LAmax dB(A)
Large Dog	96	100

4.2.1 Noise Modelling

Noise emissions levels at the nearest noise sensitive receivers have been calculated using computer-based 3D acoustic noise modelling software iNoise version 2023.1.1. iNoise utilizes ISO 9613 calculation algorithms to determine noise emission levels at the nearest affected noise sensitive receivers. The following assumptions have been included within the noise model:

- Distance attenuation.
- Atmospheric attenuation.
- Directivity.
- Ground absorption (G = 0.5)
- Barrier effects/screening.
- Ground Elevation Contours.

Noise contours have been generated to clearly identify the resulting noise level impacts at adjacent noise sensitive receivers at a height where the receiver is most impacted.

4.3 Predicted Noise Levels

Noise produced by the indoor entertainment venue is assessed for compliance with the criteria presented in Section 4. Noise predictions, which consider the predicted noise levels at the nearest noise-sensitive receivers, are detailed in the following Tables.

Table 5 - Predicted External Levels at the Nearest Receivers (Day-time)

Receiver	Noise Criteria L _{Aeq} dB(A)	Noise Level L _{Aeq} dB(A)	Compliant?
RG1	43	35	✓
RG2		43	✓
RG3		29	✓

Table 6 - Predicted External Levels at the Nearest Receivers (Night-time)

Receiver	Noise Criteria L _{Aeq} dB(A)	Noise Criteria L _{AFMax} dB(A)	Noise Level L _{Aeq} dB(A)	Noise Level L _{AFMax} dB(A)	Compliant?
RG1	33	55	28	39	✓
RG2			23	40	✓
RG3			33	47	✓

5 RECOMMENDATIONS

Based on the predicted noise levels and the applicable assessment criteria, the following recommendations are made to ensure continued compliance with EPA Publication 1826 noise limits and to reduce the risk of amenity impact on nearby residential receivers:

- Outdoor activity yard usage (day-time only):**
 Limit use of the external exercise yard to **09:00–17:00 only**, consistent with the operational hours nominated in the planning submission. Outdoor use should cease after 17:00 to prevent evening or night-time exceedance of the lower EPA criteria.
- Yard occupancy control:**
 The modelled day-time scenario assumed up to 10 dogs barking concurrently, it is recommended that **a maximum of 11 dogs be allowed in the outdoor yard at any one time**, under direct supervision, to reduce peak sound pressure levels and potential cumulative exposure.
- Night-time bark management:**
 While predicted **night-time LAeq and LAFmax levels are compliant**, the risk of sleep disturbance from unexpected dog barking during overnight boarding cannot be entirely excluded. It is therefore recommended that:
 - Barking be actively minimised via **calming protocols** (e.g., separation of reactive dogs, controlled feeding schedules).
 - A **night-time response plan** be implemented, requiring the on-site staff member to intervene promptly if sustained barking occurs.
 - Staff be trained to recognise and de-escalate signs of distress vocalisations.
- Internal acoustic upgrade (optional mitigation):**
 Should operational experience or complaints suggest a need for improved internal containment, the shed envelope may be upgraded with internal **acoustic lining** (e.g., 50 mm

glass-fibre with perforated metal finish) to achieve **Rw 30–35**, improving transmission loss and resilience to tonal or impulsive bark events.

- **Mechanical plant selection (if applicable):**

Any ventilation or cooling equipment installed must have a maximum **Lw ≤ 63 dB(A)** and be located on the **south or east façade** of the kennel building. Units must be free of tonal or impulsive noise characteristics, or such characteristics must be addressed via shielding or selection of alternative equipment.

6 CONCLUSION

An environmental noise impact assessment has been conducted for the proposed domestic animal boarding facility at 7 Rodger Road, Wandin North VIC 3139, in accordance with EPA Victoria Publication 1826 (Part I) and the Environment Protection Regulations 2021. Noise modelling has been performed for both day-time and night-time scenarios, including worst-case assumptions for concurrent dog barking, and has been assessed against the rural-area criteria applicable under clause 24 of the Noise Protocol.

Predicted noise levels at all assessed noise-sensitive receivers are compliant with the applicable LAeq,30min and LAFmax thresholds during both day and night periods. This includes a margin of compliance under typical and worst-case operating conditions.

Although night-time noise predictions indicate compliance, the assessment recognises the potential risk of sleep disturbance associated with unexpected barking events during overnight housing. As a precautionary measure, it is recommended that calming protocols and active supervision be maintained after hours to minimise such occurrences in the event that night-time boarding is proposed.

The proposed development is considered acoustically acceptable for planning approval subject to the implementation of the recommendations outlined in Section 5. These include outdoor yard controls, bark management strategies, and optional envelope enhancements. No additional mandatory acoustic treatments are required at this stage.

Please contact us if you have any further queries.

Sincerely,

Michael Phillips

Acoustic Engineer
M.A.A.S.
MArchSc (Audio & Acoustics), AssocDeg (Audio Eng.)

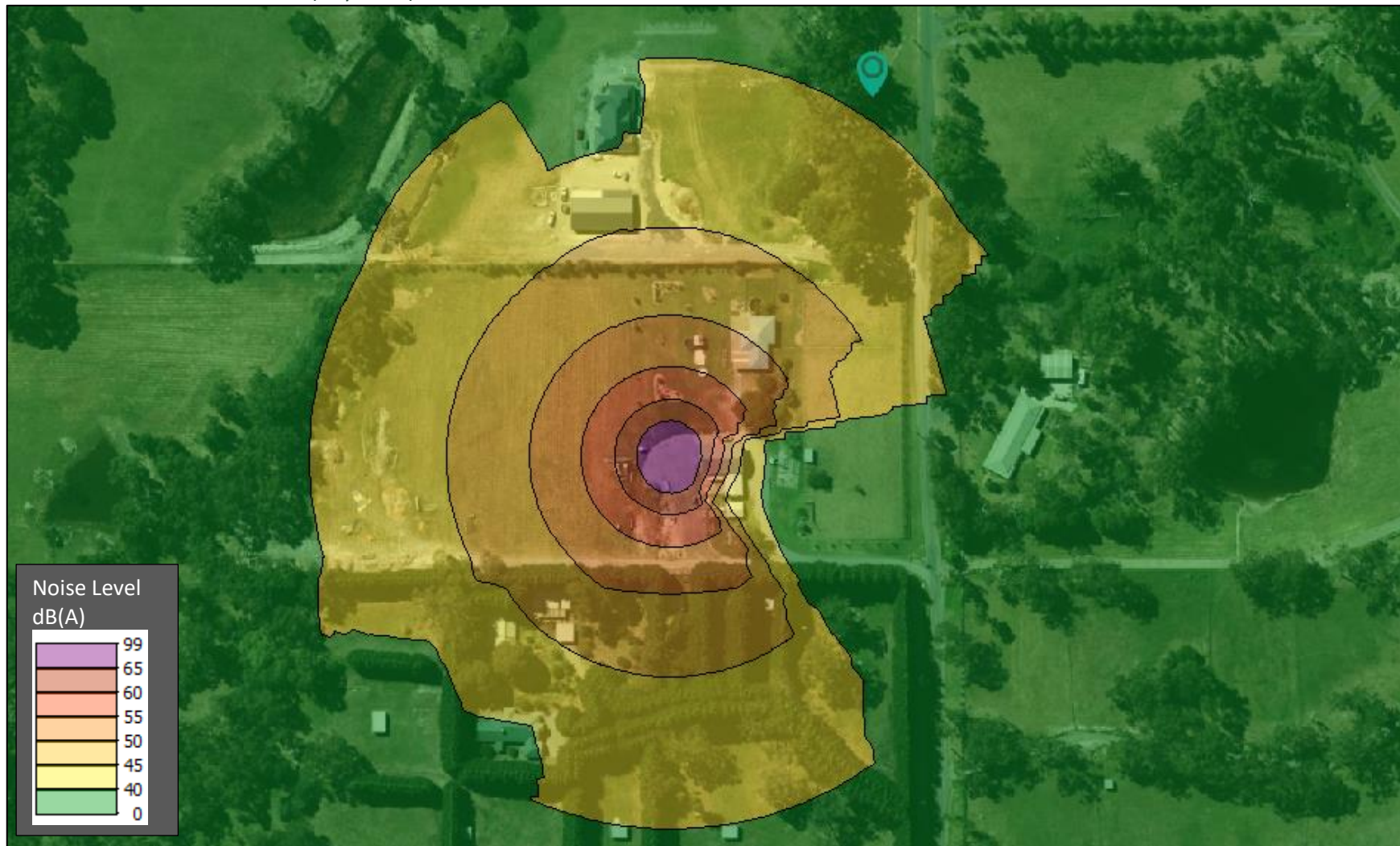


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Appendix A – iNoise Noise Contours (Day-Time)



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Appendix A – iNoise Noise Contours (Night-Time)



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Code of Practice for the Operation of Boarding Establishments

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This Code sets the minimum standards of care required for dogs and cats in boarding establishments.



1. Introduction

This Code is made under the provisions of Section 59 of Division 4 of the [Domestic \(Feral and Nuisance\) Animals Act 1994](#) (‘the Act’).

The purpose of the Code is to specify the minimum standards of accommodation, management and care which are appropriate to the physical and behavioural needs of dogs and cats housed in boarding establishments.

The Code and its provisions are to be observed by owners and operators (‘the proprietor’) of boarding establishments and by people who work in them. All boarding establishments must comply with state and local government legislation and permits.

Where dangerous, restricted breed or menacing dogs are being boarded they must be kept in accordance with the requirements of the Domestic (Feral & Nuisance) Animals Act and Regulations.

All boarding establishments must carry a minimum of \$10,000,000 Public Liability insurance cover.

2. Definitions

2.1 Boarding means the taking of custody or possession of a dog or cat for the keeping, accommodation, care, training or feeding for fee or reward at a property other than the animals normal place of residence.

2.2 Overnight boarding — Animal stays at facility for at least one night.

2.3 Day boarding — Animal is housed during the day only and is NOT housed overnight.

2.4 Vaccination — means vaccination against distemper, hepatitis, parvovirus and kennel cough (parainfluenza (Type II) virus and Bordetella bronchiseptica).

2.5 Animal — for the purposes of this code means a:

- dog
- cat
- puppy
- kitten.

2.6 Home boarding — for the purposes of part 10 of this code means a maximum of two animals boarded at a place of residence occupied by the animal carer where no other form of boarding is occurring on the same property.

3. Admission requirements

3.1 All animals entering boarding establishments must be identified and all reasonable special requirements requested by the animal's owner or attending veterinary surgeon must be complied with, such as:

- administration of medication
- feeding of special diets
- bathing
- grooming.

3.2 Pups between 10 to 16 weeks can be admitted to day boarding facilities provided they have received their first vaccination at least 8 days previous to admission and are continuing the recommended vaccination schedule. Owners of these pups must be given information on the risks of the pup contracting disease and have given written approval or acknowledgment of these risks.

3.3 Dogs older than 16 weeks must meet the vaccination requirements of Section 4.2.

3.4 Pups between 10 to 20 weeks being boarded at day boarding facilities must be supervised visually and physically at all times while being housed with other pups or dogs.

3.5 Dogs less than 4 months old and cats less than 3 months old must not be admitted for overnight boarding other than in exceptional circumstances.

4. Staff

4.1 Manager/Person in charge

The proprietor of a boarding facility is responsible for the overall management and conduct of the establishment and for the welfare of the animals boarded therein. Manager/person in charge of animals must be appropriately experienced and trained in animal care.

In particular, the proprietor is responsible for:

- ensuring that each animal is able to be uniquely identified
- the well-being of all animals in the establishment
- the supervision of staff
- the maintenance and collation of records and statistics
- supervision of daily feeding, watering, inspection and medication of all animals
- supervision and examination of animals upon entry
- the overall level of hygiene in the establishment, including the disposal of waste materials
- provision of prompt veterinary attention for animals when required

- notifying owners (or their contacts) as soon as possible when an animal is observed to be ailing or injured or promptly after a veterinarian has examined the animal
- ensuring that Part 5 of the Act — Boarding of Dogs and Cats is prominently displayed in the reception area of the establishment so that it can be read by all prospective clients
- ensuring that the owner signs an agreement where the owner requests the boarder to be housed in shared accommodation
- ensuring a plan for emergency situations is in place.

4.2 The veterinarian

The proprietor of the establishment must have a written agreement with sufficient veterinarians to be on call for the treatment of animals and for humane euthanasia where an overdose of barbiturate is used.

4.3 Animal attendants

The proprietor must ensure that animal attendants employed by the boarding establishment are appropriately trained and experienced to properly manage the type of animal boarded.

Animal attendants are responsible to the proprietor for:

- daily feeding for overnight boarding and where required for day boarding animals
- watering and inspection of all animals
- daily cleaning of facilities, (for example, hose out, replace bedding, litter trays, feeding and watering utensils)
- reporting to management animals showing any of the following symptoms:
 - runny nose
 - runny or inflamed eyes
 - repeated sneezing
 - coughing
 - vomiting
 - diarrhoea, especially if bloodstained
 - lameness
 - inability to stand or walk
 - bleeding or swelling of body parts
 - weight loss
 - lack of appetite
 - apparent pain
 - fits or staggering
 - bloating of abdomen
 - difficulty or inability to urinate or defecate
 - red or brown coloured urine
 - any other serious physical or behaviour abnormality
- exercising dogs as required by the manager.

Staff health must be protected by the provision of:

- appropriate work clothing
- adequate hand washing facilities
- tetanus immunisation.

Information must be supplied on disease-causing organisms which can be transmitted to humans (zoonoses) and personal hygiene procedures must be such that transmission should not occur.

All personnel working with cats, especially women of childbearing age, must be made aware of the risk of contracting toxoplasmosis.

5. Husbandry

5.1 Nutrition

All animals must have a permanent supply of fresh, clean water.

Food and water containers must be non spillable and of a design that can be easily cleaned and does not cause injury to the animals.

5.1.1 Overnight boarding

All dogs and cats must be fed at least once a day. Puppies and kittens between four and six months of age must be fed a minimum of twice daily with a nutritionally balanced diet. Where exceptional circumstances exist and puppies and kittens under four months of age are being housed (refer section 3.5) they require a minimum of three feeds a day with a nutritionally balanced diet. The food provided must contain acceptable nutritive values in sufficient quantity to meet appropriate daily requirements for the condition and size of the animal.

5.1.2 Day boarding

Where indicated ie veterinary, age or medical purpose, animals must be fed as required/specified.

5.2 Vaccination and health care

For dogs, pre-vaccination is required against:

- distemper
- hepatitis
- kennel cough (parainfluenza (Type II) virus and Bordetella bronchiseptica)
- parvovirus.

A current vaccination certificate (certifying that vaccination was done within the preceding 12 months and that the 'due date' for the next vaccination has not been passed) must be produced for each dog before admission. Checking for heartworm infection should be recommended prior to admission.

For cats, pre-vaccination against feline infectious enteritis and feline respiratory disease is required. A current vaccination certificate (certifying that vaccination was done within the preceding 12 months and that the 'due date' for the next vaccination has not been passed) must be produced for each cat before admission.

Dogs and cats must be treated for gastrointestinal worms before admission. Animals that have not been wormed must be wormed on admission at the owners cost and the owner be advised accordingly.

Animals known or suspected to be suffering from an infectious disease must not be admitted for boarding.

Facilities must be available either at the animal boarding establishment or at veterinary premises for isolation of animals that are suspected of, or have been diagnosed as having an infectious condition. Where an infectious condition is suspected, veterinary advice must be sought as soon as possible and owners should be contacted if possible. All animals confined in isolation pens must be under veterinary supervision.

Isolation pens for animals with, or suspected of having, an infectious disease must be physically separated by an impervious barrier or for external pens a distance of at least 10 metres from other animal accommodation at the boarding establishment. Boarding establishments using the facilities of a veterinary practitioner to treat injured or unhealthy animals will not require isolation pens.

Sick animals which are not infectious but which may be stressed by contact with other animals must be separated but not necessarily isolated.

5.3 Hygiene

The establishment is to be clean and hygienic at all times:

- All pens and yards must be cleaned out at least once per day (or more often if inspection shows it is required) by hosing or other appropriate means.
- All used, contaminated bedding and litter and all uneaten food must be removed before hosing, to ensure the pen is fresh and clean.
- Used litter and uneaten food must be placed in sealed containers for disposal.

Animal boarding establishment sites must have an adequate water supply and must be seweried or on a septic system, or have some other adequate method of disposing of faeces and other wastes.

Waste/faeces disposal and drainage discharge points must be in accordance with the requirements of the relevant government authority. Use of a trade waste service for collection and disposal of wastes is preferable. Wastes must not be incinerated.

After cleaning, sleeping areas must not be allowed to remain wet.

Cats must be provided with clean litter trays daily and litter trays must be disinfected regularly. Sufficient suitable litter material, such as commercial cat litter, sawdust or shredded paper, must be provided.

Disinfection of pens and cages must be done whenever the pen/cage is vacated or every seventh day with hospital grade disinfectants. Utensils must be rinsed after disinfecting to avoid poisoning. Phenol must not be used for cats. Manufacturer's instructions for the use of these agents must be followed.

All watering and feeding utensils must be cleaned daily.

Pests including fleas, ticks, flies, mosquitoes and rodents must be effectively controlled. Chemicals used for pest control must be either prescribed by a registered veterinarian and/or registered by the Australian Pesticides and Veterinary Medicines Authority (APVMA) under the Agricultural and Veterinary Chemicals Code (Commonwealth) and used only in accordance with manufacturer's instructions.

5.4 Security

Kennels and catteries must be able to be securely locked to prevent unauthorised entry.

Each individual kennel, module or colony pen must be fitted with a secure closing device that cannot be opened by the animals.

Any security methods used must allow for ready access to animals and ready exit for staff and animals from the premises in the event of an emergency.

All boarding establishments must have an external perimeter fence surrounding the establishment to prevent the escape of animals.

Boundary perimeter fencing must be a minimum height of 1.8 metres and must be constructed of:

- brick
- concrete
- timber
- iron
- similar solid material
- chain mesh manufactured from 3.15 mm wire to form a uniform 50mm mesh
- 4mm weld mesh wire with a maximum mesh spacing of 50mm.

The fencing must:

- be maintained in a manner which prevents a dog from being able to dig out
- have self-closing and self-locking gates or doors
- be designed to prevent a person from climbing into the enclosure.

The external walls of the facility may serve as the perimeter fence if an animal escaping from its pen or cage is restrained by these walls.

There must be a minimum of two gates between animal and escape.

Design and materials used must ensure the security of the facility.

Dogs and cats when boarded should be safe from attack, stress or injury and their behavioural needs should be met.

5.5 Facilities

Each animal boarding establishment must provide an area for reception, records storage, and include washing and toilet facilities for staff.

Boarding facilities must be designed, constructed, serviced and maintained in a way that ensures the good health and well being of the animals, whilst preventing escape or injury to humans.

Housing must provide protection from the weather (wind, rain, sun and extremes of climate), vermin and harassment from other animals.

Facilities must have appropriate fire extinguishers or other fire protection.

6. Overnight boarding establishments

6.1 Exercise

The proprietor must ensure that dogs housed in pens of the minimum recommended size for more than two weeks are exercised daily. Dogs in enclosures larger than twenty square metres do not require additional exercise unless they are boarded for longer than four weeks. Care must be taken to ensure that dogs being exercised cannot escape and are not in danger of attack or other injury.

Exercise areas must be well maintained, not muddy or bare and dusty. Health and hygiene of both animals and humans must be taken into consideration.

Exercise can be provided by:

- allowing dogs access to an exercise area for at least 10 minutes twice daily; and/or
- walking dogs on a lead for at least 10 minutes twice daily.

Very active or old dogs may require more or less exercise than specified.

Dogs can also be exercised or socialised during daylight hours in the same manner as for day boarding establishments, provided all requirements for day boarding are met. This includes supervision levels and written permission from the owner for this to occur.

Dogs must not be walked on roads but confined within the premises for safety reasons unless:

- they are on a lead at all times
- they are under the supervision of a competent person who is 17 years of age or older
- no more than two dogs are being walked by the one person
- they are on a leash at all times including in areas designated as off-lead
- the owner has given written approval for this to occur.

Cats must not be exercised with other cats unless they are with compatible cats from the same household where the owner has agreed for this to occur.

6.2 Housing

Each animal boarding establishment must provide an area for reception, records storage, and display of information for clients including Part 5 of the Act. Premises must include washing and toilet facilities for staff.

Catteries and kennels must be designed, constructed, serviced and maintained in a way that ensures the good health and well being of the animals, whilst preventing escape or injury to humans.

Housing must provide protection from the weather (wind, rain sun and extremes of climate), vermin and harassment from other animals.

Materials should be selected for ease of maintenance and cleaning, durability and non-toxicity. Floors of animal housing areas of catteries and kennels must be made of an impervious material to assist cleaning and drainage. Wood, brick, dirt or grass floors are not acceptable.

The internal surfaces of the external walls of catteries and kennels must be constructed of impervious, solid, washable materials optimally curved at the wall or floor junctions to facilitate cleaning and disinfection.

Kennel and cattery floors must be sloped to enable wastes and water to run off. A collection drain must be provided to take away water after cleaning.

Pens may be separated by either solid partitions, galvanised chain wire or weld mesh wire dividers. Pens must be completely enclosed having either a solid or wire roof or have an overhang of 700 millimetres at an angle of 35 degrees to the horizontal.

All kennels must be provided with a weatherproof sleeping area containing raised beds.

Where dog kennels are constructed indoors, temperature, humidity and ventilation must be considered. Ventilation must be adequate to keep animal housing areas free of dampness, noxious odours and draughts. Cage or pen areas must have an ample supply of fresh air.

In totally enclosed buildings where forced ventilation is the only form of air, requirements are:

- an air change rate of 8 to 12 changes per hour to prevent the build up of foul odours
- ventilation devices must avoid draughts and distribute fresh air evenly to all of the boarding areas
- temperature must be maintained in the range of 15 to 27°C
- air recirculation units incorporating effective air cleaning and filtration to ensure the removal of infectious organisms and chemicals
- a back-up and alarm system in case of power failures or breakdown of ventilation and temperature control mechanisms.

Suitable facilities for bathing, drying and grooming animals must be available and must be hygienically maintained. These facilities may be provided by a grooming service provided that the boarding establishment has a business agreement with the service.

Cats need as much fresh air as possible while providing protection from the elements and wire mesh should be the major feature of a cattery.

Cats must be provided with bedding and any bedding provided for animals must be changed frequently and kept clean and dry.

Facilities for cats must be physically separated from dog facilities.

6.3 Pen sizes

6.3.1 Dogs

All adult dogs must be housed one to a pen unless the owner has given permission in writing for dogs to be housed together. Two dogs can only be housed in the one pen where owners have signed a written agreement. Up to three dogs from the same household can be housed together where the owner has signed a written agreement, the dogs are compatible and are normally housed together at home.

Table 1: Dog pen sizes for overnight boarding

Size of dog	Height of dog at shoulder (cms)	Minimum floor area (sq.m)	Minimum width (cms)	Minimum height (cms)	Increased floor area for each additional dog (sq.m)
Large	>70	3.5	120	180	1.7
Medium	40-70	2.4	90	180	1.2
Small	<40	1.5	90	180	1.0

The minimum pen sizes are for one adult dog (older than 16 weeks).

One third of the area of each pen must be weatherproof and include raised sleeping quarters. Individual sleeping quarters and food bowls must be provided when adult dogs are housed in the one pen. Where isolation pens are provided at the facility they must comply with the above requirements.

6.3.2 Cats

Cats may be housed in cages or walk-in modules that include a sleeping compartment, refuge area (can be sleeping area provided it has opaque walls and allows individual cats to get away from other cats housed in same module and those in neighbouring cages/modules) and an exercise area.

Cats must be housed on their own except in walk in modules where compatible cats from the same household may be housed together. The owner must sign an agreement giving permission for the cats to be housed together.

The minimum size cage for short term boarding of up to seven days must have a floor area of at least one square metre and a minimum height of 900 millimetres.

Cats boarded for longer than seven days must be provided with accommodation that meets either of the following criteria:

- Cages that have a minimum floor area of 1.5 square metres and a minimum height of 900 millimetres.
- Walk-in modules that have a minimum floor area of 0.8 square metres, a minimum width of 900 millimetres and a minimum height of 1.8 metres. The module must contain at least two levels including raised sleeping quarters. The higher level(s) must be connected to the floor by means of a ramp, pole or steps. This size is for one cat only and an additional one square metre floor space is required for each subsequent cat. Each cat must have an individual sleeping area, food bowl and litter tray.

Joint boarding kennels and pounds

Where boarding kennels are used by a municipality as a pound or shelter, the facility to house the pound or shelter must be physically separated by sufficient distance to minimise the possibility of spreading disease to the boarded animals.

It is preferable that separate staff are available for each business or, if this is not possible, a change of outer garments and the facilities to disinfect footwear must be available and used.

7. Day Care Facilities

7.1 Cats

Cats are to be housed as for overnight boarding (refer 6.3.2). Facilities for cats must be physically separated by a waterproof barrier from dog facilities.

7.2 Dogs

Dogs demonstrating aggressive tendencies can only be admitted if they are housed separately from other animals. Facilities must be available to house problem dogs separate from other dogs.

Ideally new dogs should be placed in an introductory run next to main enclosures for assessment prior to being placed in group enclosures.

Faeces must be picked up as soon as possible.

7.2.1 Indoor facilities

Flooring of facility must be watertight, sealed, washable and non-slip.

7.2.1.1 Enclosed facilities

Temperature, humidity and ventilation must be considered. Ventilation must be adequate to keep animal housing areas free of dampness, noxious odours and draughts. Cage or pen areas must have an ample supply of fresh air.

Note: In totally enclosed buildings where forced ventilation is the only form of air movement, the following is required:

- An air change rate of 8 to 12 changes per hour to prevent the build up of foul odours.
- Ventilation devices must avoid draughts and distribute fresh air evenly to all of the boarding areas.
- Temperature must be maintained in the range of 15-27°C.
- Air recirculation units incorporating effective air cleaning and filtration to ensure the removal of infectious organisms and chemicals.
- A back-up and alarm system in case of power failures or breakdown of ventilation and temperature control mechanisms.

7.2.2 Outdoor exercise areas

Outdoor exercise areas must be well maintained, not muddy or bare and dusty. Health and hygiene of both animals and humans must be taken into consideration. Exercise areas must comply with the requirements of section 7.2.3.

Boundary perimeter fencing must be a minimum height of 1.8 metres and must be constructed of:

- brick, concrete, timber, iron or similar solid material;
- chain mesh manufactured from 3.15 mm wire to form a uniform 50mm mesh or 4mm weld mesh wire with a maximum mesh spacing of 50mm.

Must be maintained in a manner which prevents a dog from being able to dig out.

Must have self-closing and self-locking gates or doors.

Must be designed to prevent children from climbing into the enclosure.

An indoor facility must be provided, for use in inclement weather, which is sufficient for number of dogs boarded at facility.

7.2.3 Enclosures

Fencing between enclosures (both internal & external) must prevent dogs from escaping from one enclosure to another and must be in such condition that they prevent injury.

Table 2: Dog numbers per enclosure

Size of dog	Minimum width	Minimum height	Minimum floor area (1 dog)	Additional space per dog	Maximum No. dogs per enclosure	Maximum No. large dogs per enclosure
Enclosures	2m	1.2m	10sqm	3.5sqm	17	8
Rest areas	2m	1.2m	4sqm	2sqm	5	5

Minimum height applies to internal fences only

For example if a total of 17 dogs are kept in an enclosure, only 8 can be large dogs and the enclosure would need to be at least 66sqm in size.

Suitable rest areas must be provided (as per above table) where more than 6 dogs are being boarded at any one time. Rest areas are not to be included as parts of the enclosure floor area but are in addition to minimum requirements for enclosure size. ie if 17 dogs are being housed a minimum enclosure of 66sqm must be provided plus the rest area (as per above table).

An area suitable to isolate animals must be provided which is physically separated from other animal housing areas and caters for the animal's welfare. Animals may only be housed in such areas for short periods to allow them to be claimed by owner or transport arranged for animal to vet.

7.2.4 Supervision

Where enclosures are separated by physical barrier (for example, different room) a staff member must be in visual and audible range of animals in each enclosure at all times.

Staff numbers and animals per enclosure at facility must at least meet the requirements of the Table 3 below.

Table 3: Dog and enclosure ratio per staff member

Number of dogs at facility	Minimum Number staff	Maximum of dogs per enclosure/min staff number
1-17	1	6
18-30	2	12
31-40	3	17
For every 10 dogs over 40	Add 1 extra staff member	17

If there is one staff member at the facility there can be no more than 17 dogs boarded and they must be separated into at least 3 separate enclosures with no more than 6 dogs per enclosure.

At least one staff member must be on call to come in and assist where necessary. It is recommended that if more than 10 dogs are booked in for a day an extra staff member is present particularly during main check in and check out times.

8. Transport

The driver is responsible for the welfare of animals in the vehicle during transportation.

Animals must be transported for the minimum time practicable.

Cats and small dogs may be placed in secure, well ventilated, carrying baskets, cages or boxes. Large dogs may be restrained but all animals must be physically separated.

Care must be taken when transporting cats and dogs at the same time. They must be transported separately in such a way that minimises stress.

Vehicles used for the transport of animals must have the following features:

- provision for animals to be physically separated and restrained
- no protrusions or sharp edges in the framework, doors, partitions
- a design that is both escape-proof and prevents the protrusion of head and/or limbs of any animal carried
- floors which are strong enough to bear the weight of the animals being transported, and have a non-slip surface to minimise the likelihood of injury
- weatherproof with adequate ventilation of vehicles both when stationary and in motion
- facilities for ease of loading and unloading animals with minimal risk of injury to the animals and humans
- materials and a design that allow for effective cleaning and disinfection.

9. Records

The following information must be recorded relating to each animal admitted for boarding: the name of the animal, contact telephone number and address of the owner or the owner's nominee and a description of the animal including:

- sex
- breed type
- colour
- age
- details of condition on arrival
- distinguishing features
- permanent identification details, where applicable
- date of admission
- expected date of collection
- expected check in/check out time
- details of medical, dietary, bathing and grooming requirements
- any collars, leads or belongings brought in with the animal
- vaccination status
- heartworm treatment (dogs)
- name and contact telephone number of the owner's veterinarian
- any behaviour changes during boarding.

10. Home Boarding Establishments

A maximum of 2 animals may be boarded in a home environment. Home Boarding Establishments are exempted from the following requirements of this code:

- Section 6.2
- Section 6.3
- Section 7.2.1
- Section 7.2.3
- Section 7.2.4

Despite this exemption where animals are kept in an enclosure it must meet the requirements of this code.

Council local law requirements, such as number of animals per property, must be met.

Was this page helpful?

 YES

 No

Page last updated: 31 Mar 2025

We acknowledge the traditional Aboriginal Owners of Country throughout Victoria, their ongoing connection to this land and we pay our respects to their culture and their Elders past, present and future.

ADVOCACY ANNUAL UPDATE AND FORWARD PRIORITIES

Report Author: Senior Advocacy and Government Relations Advisor

Responsible Officer: Chief Executive Officer

Ward(s) affected: (All Wards);

The author(s) of this report and the Responsible Officer consider that the report complies with the overarching governance principles and supporting principles set out in the Local Government Act 2020.

CONFIDENTIALITY

This item is to be considered at a Council meeting that is open to the public.

SUMMARY

This report outlines recent advocacy activities and outcomes and presents proposed priorities for 2025-2027. The Advocacy Priorities document (Attachment 1) will form the basis for web content, advocacy materials and guide activities.

The updated priorities include initiatives and actions from major strategies developed in 2025, including the *Council Plan 2025-2029* and *Health and Wellbeing Strategy 2025-2029* and considers initiatives where Council is allocated the role as 'advocate' on behalf of our community. This includes actions requiring advocacy and stakeholder management with local government sector partners related to the operating environment, legislation and policies Council must comply with, and where changes may improve our financial position or operational success.

The forward view advocacy priorities also collate key projects seeking external funding, which will form the basis for future submissions to the annual Victorian Budget processes and advocacy activities leading up to the November 2026 State election.

RECOMMENDATION

That Council endorse the Advocacy Priorities 2025-2027.

RELATED COUNCIL DECISIONS

- Council approved the *Advocacy Framework* on 22 February 2022.
- Council adopted the *Council Plan 2025-29* and the *Health and Wellbeing Strategy 2025-29* on 14 October 2025.

DISCUSSION

Purpose and Background

Council's Advocacy Agenda identified priority actions and projects that guided advocacy activities including the contents of our submission to the Federal Budget and election process for the 2025 election.

The Mayor and CEO have met regularly with local Members of Parliament and engaged with a number Victorian Government Ministers, including a visit from the Minister for Environment and Tourism to the Warburton Bike Park in September 2024. From our priorities, a number of successful outcomes have been achieved including long advocated for \$5.76 million allocation from the federal Thriving Suburbs Program to rebuild the pavilion at the Don Road Reserve in Healesville, and an additional \$3 million for the Warburton Bike Park to complete the southern network that was a successful election commitment from the Albanese Government. Council has worked extensively with the Municipal Association of Victoria (MAV) and other councils against the imposition of the Emergency Services Volunteer Fund levy changes and other joint issues such as the de-funding of the Growing Suburbs Fund in the Victorian Budget 2025-2026.

The Advocacy Priorities 2025-2027 will form the basis of Council's advocacy activities over the two-year period. Many of the priorities have previously been on Council's advocacy agenda and have been updated. Care has been taken to align the priorities with the new Council Plan and other related strategies, such as the new Health and Wellbeing Strategy. In many plans and strategies Council is allocated a role of "Advocate" either with or on behalf of our community, and the actions arising have been captured in this document.

The Advocacy Priorities will also form the basis for annual State and Federal budget submissions, and Council's 2026 advocacy and requests leading into the 28 November 2026 Victorian election.

In addition to seeking funding for capital projects, the Priorities include areas of operations and services where there are opportunities for policy and legislative change. We have also highlighted some areas for advocacy to government, often with sector partners that may improve Council's financial viability or ability to provide services to the Yarra Ranges community. Some opportunities may be suitable for discussion with local parliamentary representatives or may form the basis of sector work through motions at the ALGA National General Assembly or an MAV State Council meeting.

It is expected that materials generated for advocacy purposes that are in alignment with the priorities, such as submissions, letters or meetings, will not require further approval from Council.

Options considered

A thorough review of all current Yarra Ranges strategy commitments where “Advocate” is a role allocated to Council was undertaken. Additionally, Major Initiatives in the new Council Plan also with actions requiring advocacy were identified.

Consideration has been given to priorities where there is alignment with our partners in the local government sector, such as the Eastern Region Group of Councils, or where there are opportunities arising from the State or Federal Governments’ agendas where strategic advocacy could improve the current position of Yarra Ranges Council, such as planning for housing.

Extensive community engagement was undertaken to arrive at the Major Initiatives for the Council Plan and consideration has been given to that community feedback. Our community has also advocated to Council for projects such as the bridge and boardwalk to link the Yarra Valley Trail into the Yarra Glen township, and this has also been factored in to arrive at the proposed priority areas.

Recommended option and justification

The Advocacy Priorities 2025-2027 has identified and proposes the following opportunities for action:

- **Safe crossings to save lives.** Our ask: \$4 million for installation of signalised pedestrian crossings at 10 key high-risk locations.
- **Affordable housing for a fairer future.** Our ask: the Victorian Government implement a new state planning provision that mandates the inclusion of affordable housing when land is rezoned for residential use or when large-scale housing developments are approved.
- **Birrarung/Yarra River crossing for trail connections.** Our ask: \$11 million to fund and deliver the Birrarung/Yarra River crossing as a key stage of the Yarra Valley Trail.
- **A Greenprint to restore nature.** Our ask: support and funding for the development and delivery of a Greenprint for Yarra Ranges.
- **Delivering a modern aquatic and leisure centre.** Our ask: immediate investment of \$1 million, followed by a future commitment of \$20 million each contributed by State and Federal Governments in future years.
- **Strengthening services for young people.** Our ask: we urgently seek the restoration and prioritisation of funding for programs for young people.
- **Sustainable transport for connected communities** Our ask: prioritise funding and strategic review of key transport infrastructure projects to enhance connectivity, safety and service reliability across the region. Projects include improved bus services, the duplication of the Lilydale railway line and the

upgrade of Belgrave Station and construction of the flyover from Burwood Highway into the new multi-deck carpark.

- **Funding fairness for stronger communities.** Our ask: restore and expand funding programs to protect local services and support councils and communities.

FINANCIAL ANALYSIS

Advocacy activities include memberships, campaign materials and small events. All activities and EFT are budgeted within current Advocacy operational resourcing.

Actions guided by the Advocacy Priorities aim to improve the financial position of Council to enable delivery of the infrastructure and services our community needs. Historically, advocacy activities have resulted in substantial grant and commitment income.

APPLICABLE PLANS AND POLICIES

The *Council Plan 2025-2029* clarifies the role of advocacy in achieving community outcomes, specifically referencing advocacy in delivery of several major initiatives.

This report contributes to the following strategic objective(s) in the Council Plan:

- Healthy & Connected Communities:

Major Initiative 2 – Work with partners to advocate for local priorities.

RELEVANT LAW

Not applicable.

SUSTAINABILITY IMPLICATIONS

Economic Implications

Recommendations for advocacy priorities or actions have been included from Council's Economic Development Strategy and positive outcomes would improve local jobs, economic viability of businesses or increase tourism visitation.

Social Implications

Recommendations for advocacy priorities or actions have been included from Council's *Health and Wellbeing Strategy 2025-2029* and other community focused plans and positive outcomes would potentially improve outcomes for mental health support, affordable housing and social connections.

Environmental Implications

Recommendations for advocacy priorities or actions have been included from Council's *Environment Strategy*, *Liveable Climate Plan* and *Nature Plan* among other adopted documents. Positive outcomes to our advocacy would potentially result in funding for activities to improve climate resilience and biodiversity outcomes in Yarra Ranges.

COMMUNITY ENGAGEMENT

Council has undertaken extensive community consultation and engagement informing development of the Council Plan 2025-29 and the supporting strategies. As the advocacy actions are drawn from them, no additional community engagement is planned.

COLLABORATION, INNOVATION AND CONTINUOUS IMPROVEMENT

The Advocacy unit has consulted across the organisation in collating and prioritising the proposed Advocacy Priorities 2025-2027. Proposed priorities are consistent with projects and actions Council has adopted in strategies and plans or that the organisation is prioritising for budget allocations or capital expenditure.

Council partners with local government organisations and collaborates with other councils. Advocacy priorities are consistent and mention partnerships where applicable. Once the Advocacy Priorities 2025-2027 are adopted we will continue to work with those groups or look for other opportunities to collaborate or partner with other councils, government or community organisations to achieve common goals.

RISK ASSESSMENT

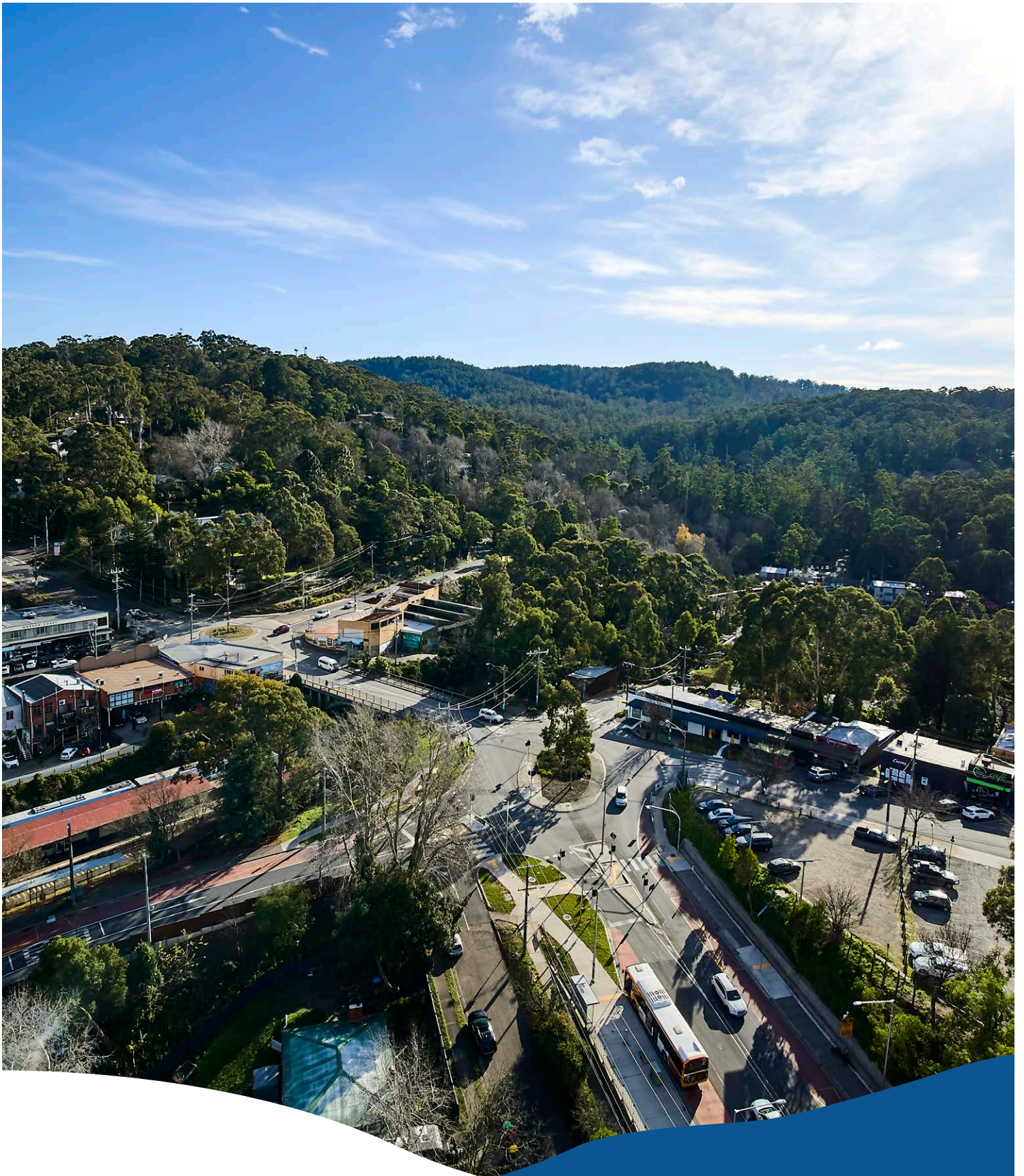
Council's Advocacy Priorities and associated government and stakeholder relationship management activities mitigate two key strategic risks: Reputation and Stakeholder Relationships, maintaining strong foundational relationships with government and key strategic stakeholders, and enhance our financial and partnership opportunities, and working to achieve new funding but also reduce risk of funding loss.

CONFLICTS OF INTEREST

No officers and/or delegates acting on behalf of the Council through the Instrument of Delegation and involved in the preparation and/or authorisation of this report have any general or material conflict of interest as defined within the *Local Government Act 2020*.

ATTACHMENTS TO THE REPORT

1. Advocacy Priorities 2025-2027



Yarra Ranges Council

DRAFT Advocacy Priorities 2025-2027



Acknowledgement of Country



Yarra Ranges Council acknowledges the Wurundjeri and other Kulin Nation peoples as the Traditional Owners and Custodians of these lands and waterways. We pay our respects to all Elders, past, present, and emerging, who have been, and always will be, integral to the story of our region. We proudly share custodianship to care for Country together.

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Yarra Ranges snapshot

Yarra Ranges Council is situated in metropolitan Melbourne's outer east, 30 to 110 kilometres from the Melbourne Central Business District. Our municipality covers 2,468 square kilometres in area, making it Melbourne's largest metropolitan local government area.



Yarra Ranges Shire

- Land area: 2,468.2 square km
- Largest LGA in Melbourne
- Nine wards, 55 suburbs and localities, plus parts of six other suburbs
- 2% Council land, 30% is in private ownership, and 68% is Crown land



Population

- 160,137 residents, which is expected to grow to more than 185,000 by 2041
- Yarra Ranges has the highest number of indigenous persons in the Eastern Metropolitan Region
- 17.2% of population is aged over 65, which is expected to grow to 19.8% by 2034



Industries

- \$7.58b GRP (est)
- Health care and social assistance is the largest industry by employment employing 13.8% of all residents



Tourism

- 4.89m visitors 2023-24, which is expected to double to over 9 million per year in the next decade
- 6,900 people in the Yarra Ranges directly employed by the tourism industry (2,700 full-time; 4,200 part-time)
- 2,300 indirect jobs related to the tourism industry
- \$1.2b visitor spend 2023-24



Housing

- \$840,000 median house price (Dec 2023)
- 53% of the population live in the 7.4% of Yarra Ranges that is urban
- 10.9% of households with a mortgage experience mortgage stress
- 31.7% of households renting experience rental stress
- 10,700 new dwellings and greater housing diversity needed by 2040



Economic

- 3.1% unemployment rate (Dec 2023)
- 13,993 local businesses
- 55,544 local jobs in 2023-24

Advocacy snapshot

Council's role in advocacy

Raise awareness and show leadership for the interests of local communities, to other decision makers e.g. state and federal governments.

Our aims

- ✓ Increase funding and delivery of local programs, services and infrastructure,
- ✓ Influence state and federal government policy, legislation, standards and guidelines,
- ✓ Seek commitments from local candidates and political parties at elections,
- ✓ Work with other councils and local government sector organisations to achieve sector or community wide outcomes.

Our challenges

- + Balancing growth of resident population and visitor numbers while protecting township character, liveability, biodiversity and sustainability,
- + Increasing extreme weather events and the need to provide leadership in mitigating climate change and adapting to its effect,
- + Council will continue to be impacted by external political contexts and must adapt to changes in relevant budgets, legislation and regulations,
- + Increasing pressure on Council services and financial sustainability from government cost-shifting, reduced grants and community cost-of-living stressors,
- + Need for Council to provide inclusive, safe, age-friendly places and accessible services to meet the needs of our residents at all life-stages.

2025-27 Advocacy priorities

Safe crossings to save lives

Affordable housing for a fairer future

Birrarung/Yarra River crossing for trail connections

A Greenprint to restore nature

Delivering a modern aquatic and leisure centre

Strengthening support for young people

Sustainable transport for connected communities

Funding fairness for stronger communities

Council Plan advocacy priorities

The following outlines key major initiatives from the Council Plan 2025-29 where advocacy is identified as a means to achieve outcomes, forming the basis of our 2025-27 advocacy priorities.

<p>Healthy Connected Communities</p> <p>Communities are safe, resilient, healthy, inclusive and socially connected. Quality services are accessible to everyone.</p>	<p>Major Initiative 2</p> <p>Work with partners to advocate for local priorities.</p>
	<p>Major Initiative 3</p> <p>Community pavilions – advocate for funding for additional components and projects in other locations.</p>
	<p>Major Initiative 4</p> <p>Planning for an urban aquatic & leisure facility (targeted advocacy campaign for funding).</p>
<p>Protected & Enhanced Natural Environment</p> <p>Together we care for Country and the environment is healthier for future generations.</p>	<p>Major Initiative 5</p> <p>Enhance energy & infrastructure resilience for Council and communities before, during and after extreme weather events.</p>
	<p>Major Initiative 8</p> <p>Provide leadership in pursuit of net zero emissions and developing a resilient local energy supply.</p>
<p>Quality Infrastructure & Liveable Places</p> <p>Facilities and infrastructure meet current and future needs. Places are well planned and are hubs of activity that foster wellbeing and innovation.</p>	<p>Major Initiative 10</p> <p>Activate Ridges & Rivers – advocate for funding for future stages and enhancements.</p>
	<p>Major Initiative 11</p> <p>Facilitate diverse housing options – work with partners & industry.</p>
	<p>Major Initiative 12</p> <p>Improve safety and maintenance of local roads – advocate for further funding opportunities.</p>
<p>Prosperous Community & Vibrant Economy</p> <p>Our economy, tourism and industries support our communities. Strong investment attraction underpins sustainable economic wellbeing and local job creation.</p>	<p>Major Initiative 14</p> <p>Strengthen tourism destination management across the region – manage impact on community & infrastructure.</p>
	<p>Major Initiative 15</p> <p>Work with industry, education, Traditional Owners, community and government partners to establish an Agri-Food Futures industry hub and centre of excellence.</p>



Safe crossings to save lives

Our ask: \$4 million for installation of signalised pedestrian crossings at 10 key high-risk locations

Safe crossings to save lives

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Yarra Ranges Council seeks to partner with the Department of Transport and Planning (DTP) to install signalised pedestrian crossings at 10 high-risk, high-traffic locations across the municipality to protect pedestrians, cyclists and road users. A smart investment in prevention, every crossing installed will be a proactive step toward preventing accidents and saving lives. Upgrading this infrastructure will provide a legacy of care and safety.

High priority locations include roads managed by DTP and are in our townships or intersect with popular trail networks with high pedestrian and cyclist activity. Highway locations experience significant visitor numbers on both our roads and trails at weekends and holidays. Collaboration between the Victorian Government and Council to design and deliver these road safety upgrades is essential. Other sites may be identified for consideration.

Community advocacy, data and usage have flagged these sites for urgent upgrades and without intervention, the risk of serious accidents remains high. In these locations, pedestrian operated signalised crossings are the required solution and will deliver safer crossings for pedestrians and cyclists. There will be minimal disruption to traffic flow outside peak times as the signals are only activated when needed.

High priority locations

- Kallista – Monbulk Road near Kallista roundabout
- Lilydale – Swansea Road at Olinda Creek Trail
- Mooroolbark – Pembroke Road at Brushy Creek Trail
- Mount Evelyn – York Road at Mt Evelyn Aqueduct Trail
- Olinda – Mount Dandenong Tourist Road in Olinda township
- Sassafras – Mountain Highway in Sassafras township
- Seville East – Warburton Highway near Peters Rd & Old Warburton Hwy
- Wandin North – Warburton Highway near Alfred Street
- Yarra Glen – Melba Highway near Armstrong Grove
- Yarra Junction – Warburton Highway at the Lilydale-Warburton Rail Trail, near Corduroy Road

Benefits

- Safe pedestrian crossings dramatically reduce risk of accidents, especially for families, children and older residents.
- When people feel safe crossing busy roads, they're more likely to walk or cycle which improves health, reduces traffic congestion and lowers emissions.
- Well-designed crossings send a clear message that pedestrians and cyclists matter and make active travel safer, more convenient and appealing.
- Every additional signalised crossing is a proactive step toward preventing accidents and saving lives.



Affordable housing for a fairer future

Our ask: the Victorian Government implement a new state planning provision that mandates the inclusion of affordable housing when land is rezoned for residential use or when large-scale housing developments are approved.

Affordable housing for a fairer future

Our ask: the Victorian Government implement a new state planning provision that mandates the inclusion of affordable housing when land is rezoned for residential use or when large-scale housing developments are approved.

Yarra Ranges Council seeks the ability to specify and deliver housing diversity outcomes to improve the variety and affordability of housing options in Yarra Ranges, to better fit-to community needs.

Access to affordable housing is a foundational determinant to community health and wellbeing. In Yarra Ranges, increasing housing diversity and affordability is essential to meet the needs of our changing population, particularly smaller households, young people and older residents.

Under existing arrangements, affordable housing outcomes are negotiated and their inclusion is often treated as a bonus, not a requirement. Whilst developers maximising return on investment from residential development projects enables more projects to go ahead, it is essential for government and councils to also push to achieve community benefit, especially for our residents desperately trying to gain appropriate housing.

Why is this an issue?

- Current housing stock in Yarra Ranges is 90% detached houses. In our urban areas there is limited medium and high density and smaller dwelling options.
- Yarra Ranges has the second lowest number of rental properties in metropolitan Melbourne, with only 14% of occupied private dwellings being rentals.
- Yarra Ranges' social housing stock stands at 1.2% of all dwellings compared with the state average of 3%.
- In 2023 more than 1600 local applicants were on the Victorian Housing Register.
- Council is not aware of any new social housing projects planned or underway in Yarra Ranges as part of the Big Housing Build.
- Homelessness is growing with local services assisting over 2,000 people in 2021-22. 63.7% were female and nearly 30% were under the age of 15. Family violence is the single largest cited cause.

Benefits

- Economic participation is boosted by enabling key workers, young people, and low-income residents to live closer to jobs, education, transport and services.
- More diverse mix of dwelling types and tenures that reflect changing household needs.
- Improved health and wellbeing outcomes arise from secure, safe and stable living conditions.
- Strengthened community resilience by reducing housing-related disadvantage and promoting inclusive neighbourhoods where people of all ages and incomes can thrive.
- Social connections and participation are improved when people remain in their communities, maintain support networks and engage in civic life.



Birrarung/Yarra River crossing for trail connections

Our ask: \$11 million to fund and deliver the Birrarung/Yarra River crossing as a key stage of the Yarra Valley Trail.

Birrarung/Yarra River crossing for trail connections

Our ask: \$11 million to fund and deliver the Birrarung/Yarra River crossing as a key stage of the Yarra Valley Trail.

A bridge crossing the Birrarung/Yarra River and a boardwalk across the floodplain is the key Yarra Valley Trail infrastructure required to complete the 1.2km connection from Yering into Yarra Glen.

The bridge and boardwalk will link the Yarra Valley Trail into the Yarra Glen township and Yarra Glen Railway Station precinct and will facilitate the future connection of the Trail into Healesville.

The first 7.5km of the Yarra Valley Trail project from Lilydale was opened in 2020. Recently opened is a 1.2km section north of Macintyre Lane. The next 1.5km section to the Yarra River will be opened by mid-2026.

A key project of Ridges and Rivers, a major trail-based tourism and recreation network across Yarra Ranges, the Yarra Valley Trail will be an immersive experience connecting locals and visitors with the food, wine, culture and scenery of the iconic Yarra Valley. Local communities will enjoy the improved infrastructure and better accessibility for walking and cycling between townships. For visitors, the Trail will provide linkages to some of Melbourne's best wineries and art and cultural experiences including renowned tourism destinations such as the Yarra Valley Chocolaterie, Healesville Sanctuary and TarraWarra Museum of Art.

Benefits

- There is strong support from the business community in Yarra Glen for the Trail completion to facilitate the link from the Yarra Valley Trail into the town to enable trail users to access the cafes, services and township attractions.
- In its entirety, the Yarra Valley Trail is projected to attract 520,000 users in the first year alone, with an economic influx of \$67.1 million. By year ten that figure is projected to increase to \$81.4 million.
- Once completed, the Yarra Valley Trail will provide a destination and picturesque extension for existing popular trails from inner Melbourne and Melbourne's south including the Main Yarra Trail, Birrarung Valley Walk, Carrum to Warburton Trail and connecting the tourism destinations around Yarra Glen and Healesville into the regional trail network.

Key projects

The entire trail network is being built in stages, with the highest priorities:

- **Yarra River crossing, Yering to Yarra Glen (Stage 1B.3)** - 1.2km trail including Yarra River bridge and boardwalk. Cost \$11m. Construction could commence in late 2026.
- **Yarra Glen Railway Station Visitor Node Trail and Rail carpark** - toilets and other facilities. Cost \$1.1m. Construction could commence in mid-2026.
- **Healesville Sanctuary Trail connection (Stage 3.1)** - 4.9km roadside trail connection railway station to sanctuary. Cost \$1.3m. Construction could commence in mid-2026.
- **TarraWarra to Healesville (Stage 2B)** - 9.8km trail completing connection of Yarra Glen to Healesville. Cost \$10.6m. Construction could commence in 2027.



A Greenprint to restore nature

**Our ask: support and funding for the development and delivery of
a Greenprint for Yarra Ranges**

A Greenprint to restore nature

Our ask: support and funding for the development and delivery of a Greenprint for Yarra Ranges

Yarra Ranges Council is seeking support and funding to develop a Greenprint, a strategic model to map, prioritise and reconnect fragmented habitats, restore ecological corridors and strengthen resilience. The Greenprint will deliver healthier Country that in turn will support healthier nature and people.

The Greenprint will be co-designed with Traditional Owners, community members and environmental agencies to ensure it reflects local knowledge, cultural values and scientific best practice. Community readiness is already evident through engagement, volunteerism and the proactive support from skilled professionals.

This initiative comes at a critical time, as Victoria faces a biodiversity crisis, with 75% of indicators deteriorating or unclear and extinction rates among the highest globally. Habitat fragmentation, invasive species, land clearing, and climate-driven stressors such as bushfires and drought are placing immense pressure on ecosystems.

Yarra Ranges is home to 188,000 hectares of native vegetation and supports over 2,700 native flora and fauna species. Its waterways, including the upper Yarra River and its tributaries, are vital habitats for platypus, frogs and fish.

The Greenprint represents an urgent and strategic response to protect and enhance these natural assets for future generations and we seek a commitment from government to co-invest in long-term monitoring and implementation.

Project outline

Yarra Ranges Council is seeking \$1.5 million over 4 years to enable:

- Undertake mapping and ecological assessments
- Leveraging of AI technology to create a digital map that seamlessly integrates cultural and natural asset information with disaster risk data
- Foster community connection to biodiversity and cultural values through development and prioritisation phases and on-ground activities
- Progress policy and legislative change to embed habitat connectivity into planning schemes and land management frameworks
- Build partnerships, prioritise biolinks and commence implementation

Benefits

- Reconnect fragmented habitats to allow species movement and adaptation in a changing climate.
- Protect water catchments that supply 70% of Melbourne's drinking water.
- Support Traditional Owner-led land management, including cultural burning and regenerative practices.
- Expand biodiversity extension programs to educate and empower landholders and volunteers.
- Create landscape-scale biolinks, corridors that enhance ecological services like pollination, carbon sequestration, drought resilience and water filtration.
- Partnerships that deliver cross-tenure conservation programs, citizen science initiatives and cultural land management practices.



Delivering a modern aquatic and leisure centre

Our ask: immediate investment of \$1 million, followed by a future commitment of \$20 million each contributed by State and Federal Governments in future years.

Delivering a modern aquatic and leisure centre

Our ask: immediate investment of \$1 million, followed by a future commitment of \$20 million each contributed by State and Federal Governments in future years.

Yarra Ranges Council is committed to delivering a state-of-the-art indoor aquatic and leisure facility in our growing urban area. With strong community backing and a clear vision, this project will address critical gaps in access to health, recreation and water safety facilities.

We are seeking \$1 million to develop a robust business and investment case and to complete detailed design work.

Council is currently working to identify a suitable site and to prioritise an investment and operating model that will offer the best outcomes for the community. These are the essential first steps toward a transformative facility that will serve as a hub for health, water safety and play, and community connection.

We call on the Victorian and Australian Governments to partner in this vital initiative, each contributing \$20 million through grants or direct investment.

Proposed facility features

Aquatic & Leisure Centre Features:

- 25m or 50m main pool
- warm water therapy pool
- learn-to-swim pool and facilities
- gym and program spaces
- café and community amenities

Modern and sustainable design features:

- efficient heating, cooling and lighting
- insulation for pool shell and building
- rainwater harvesting
- double and clear glazing and other efficiency measures.
- accessible and inclusive design to enable maximum community participation

Benefits

- Promote health and wellbeing through fitness, rehabilitation, and therapy programs.
- Support water safety with year-round access to Learn to Swim programs for local schools and community.
- Foster inclusion by creating a welcoming space for people of all ages, backgrounds, and abilities.
- Boost local economy through job creation, increased visitation, and long-term operational roles.
- Strengthen social connection by offering a safe, accessible place for community gathering and engagement.
- Deliver environmental leadership with sustainable infrastructure that reduces emissions and operational costs.



Strengthening services for young people

Our ask: we urgently seek the restoration and prioritisation of funding for programs for young people

Strengthening services for young people

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Yarra Ranges Council and regional organisations in our community have been hard-hit due to the rapid loss of long-term grant funding, significantly impacting our young people and their support networks.

Mental health and family cohesion has been declining, magnifying stress caused by frequent natural disasters and Covid pandemic disruptions to schooling and social connections. In our metropolitan-classified municipality there are significant rural and remote areas where limited telecommunications and internet coverage cause ongoing deep impacts to our young people and their families.

We urgently seek the restoration and prioritisation of funding for programs, ensuring the continuation of equitable access, safe spaces and meaningful participation for young people aged 8 –25. This critical life stage is marked by identity formation, mental health vulnerability and pivotal life choices.

Council seeks to work with the State and Federal Governments to ensure that our region's vulnerable young people have access to the services, supports and opportunities they need.

Young people who are supported and empowered can build the resilience, confidence and social connections to ensure a positive impact on their own future and our community.

Strategic actions

- **Expand the Mental Health & Wellbeing Local model to support the mental health needs of children and young people.**
Outreach to Upper Yarra and Valley areas is a priority (Federal/State).
- Work with partners to establish spaces for young people - fostering connection, support and leadership that are also safe, inclusive and trauma-informed. (Council/State/Federal/Community).
- Embed gender equitable and culturally safe pathways for young people from diverse backgrounds to actively participate in shaping policies, programs, and community initiatives – ensuring their voices are genuinely heard and reflected in decisions (Council/State/Federal).
- Develop strategic priorities and actions focusing on the future health and wellbeing of young people in their transition through the middle years (8-12) (State).

Key statistics

- Residents between 15-24 years are 12% of our population (18,344)
- 16% of 15-19 year-olds are not engaged in work and/or education, compared to 13% across Greater Melbourne
- Only 15% of young people attend higher education, compared to 28% across Greater Melbourne but 10% of young people attend vocational education, compared to 5%
- Mental and behavioural conditions were the 2nd highest reason for hospital admission among young people
- Yarra Ranges' statistics for youth suicide are more than 50% higher than our neighbouring councils



Sustainable transport for connected communities

Our ask: prioritise funding and strategic review of key transport infrastructure projects to enhance connectivity, safety and service reliability across the region.

Sustainable transport for connected communities

Our ask: prioritise funding and strategic review of key transport infrastructure projects to enhance connectivity, safety and service reliability across the region.

The Yarra Ranges community expects its Council to advocate strongly improved public transport services and infrastructure across our region.

We know that over 90% of Yarra Ranges residents commute to work by car, compared to 68% in Greater Melbourne and that only 41% of households are located within 400m of public transport, compared to 74%.

This car dependence limits access to jobs, education and essential services, particularly for young people, seniors and low-income households. It also contributes to congestion, emissions and social isolation.

Our urban fringe, including Lilydale, Mooroolbark and Chirnside Park is experiencing significant growth, with an anticipated 20,000 new residents expected by 2041. Without targeted investment, transport disadvantages will worsen.

To improve access to public transport and better connect our communities, Yarra Ranges Council has identified the following projects and calls on the Victorian Government to prioritise this car dependent community's needs.

Bus Services

An urgent review and upgrade of bus services is required including:

- Timetable improvements for connectivity at train stations and interchanges.
- Increased service frequency and span of hours for both bus and train services.
- Expansion of the Flexi-Ride bus service to other areas and operation on Sundays.
- Relocation of poorly used existing bus services to on-demand services to maintain access for the community.

Lilydale Line Duplication

Duplicate the 3.8km of single railway line between Mooroolbark and Lilydale, adding a new station at Cave Hill to serve Kinley Estate and meet growing demand

- Enhances access for expanding residential areas, reducing reliance on cars.

Belgrave Station Upgrades and Flyover

We urge the Department of Transport & Planning (DTP) prioritise construction of the planned flyover linking Burwood Highway to the recently constructed Belgrave Station multi-deck carpark.

We also encourage the substantial upgrade of Belgrave station, including raising and altering the station access to connect with Blacksmiths Way and deliver accessibility upgrades including lifts.

- Removes cars from Belgrave Main Street (Burwood Highway), improves traffic flow and pedestrian safety.
- Better train station connectivity with the town centre, enhancing safety and ease of access.
- Supports nighttime economy and tourism, including Puffing Billy Railway.



Funding fairness for stronger communities

Our ask: restore and expand funding programs to protect local services and support councils and communities.

Funding fairness for stronger communities

Our ask: restore and expand funding programs to protect local services and support councils and communities.

Yarra Ranges Council is facing mounting financial pressure due to declining grant availability and stagnant funding programs which are exacerbated by long-term rate capping. These are impacting Council's ability to meet rising service delivery and infrastructure costs, to maintain our extensive asset base and continue to provide the broad range of services our community expect.

There is increasing urgency to secure fair, sustainable and predictable funding solutions. We are seeking to cement the framework that supports the services we provide the community in partnership with the Victorian Government, including Maternal & Child Health, kindergarten infrastructure, youth services, school crossing supervisors and libraries.

Secure, predictable funding allows Council to maintain and renew assets, deliver essential services, plan for future growth and address the need for equitable service delivery across both our rural and urban areas.

Council and our community have worked together to develop a new Council Plan and Health and Wellbeing Strategy that have confirmed the needs of community and certainty and sustainable funding will enable to Council to plan responsibly to deliver on our community's vision.

Measures to assist

- Reinstatement or expansion of community infrastructure funding programs such as the **Growing Suburbs Fund** (State).
- Exemption from **Windfall Gains Tax** when Council land is rezoned and sold. This tax is currently acting as a deterrent to identifying surplus land assets and considering them for sale. Council is committed to achieving maximum benefit from any sale to enable maintenance of community assets and infrastructure upgrades (State).
- Extension and indexation of emergency management resourcing to support disaster planning and recovery – **Municipal Emergency Resourcing Program** (State), Disaster Ready Fund (Federal).
- Restoration and indexing of **Financial Assistance Grants** to 1% of GDP to reflect growing community needs (Federal).
- Remove councils' responsibility to collect the **Emergency Services Volunteer Fund levy** on behalf of the Victorian Government and reconsider the levy impact on rural and business ratepayers (State).
- Restoration of funding to complete the **Roads for Community** initiative to seal local roads, with much of the design and planning completed this could be reactivated quickly (Federal).

Strategic advocacy opportunities

Advocacy actions and opportunities identified in strategies and to support Council Plan strategic objectives.

Healthy Connected Communities	
Strategic Advocacy Opportunities	Strategy
Work with partners to advocate for the State and Federal Governments to review and fund aquatics infrastructure and address declining water safety	Council Plan
Advocate for funding to support infrastructure upgrades to create inclusive recreation and sporting facilities	Council Plan
Seek to increase availability of culturally safe and inclusive services and spaces, particularly for women, young people and diverse groups	Health and Wellbeing Strategy
Advocate for sustainable funding for Aboriginal community-controlled health services	Health and Wellbeing Strategy
Advocate for localised services and programs for young people, to empower and support their independence, wellbeing and social connections	Key Life Stages Plan
Sustainable funding of key partnered services including Maternal & Child Health, immunisation, school crossing supervisors and libraries	Council Plan
Seek funding to support community-led gender equality and violence prevention initiatives	Health and Wellbeing Strategy
Seek support for activities that will prevent elder abuse and enhance safety for older residents through community education programs	Key Life Stages Plan
Advocate for measures to meet the increased workforce demands and infrastructure to deliver the Best Start Best Life early years reform	Key Life Stages Plan
Collaborate with Burmese community members and key partners, to foster inclusion, strengthen social cohesion, and provide community support	Health and Wellbeing Strategy
Advocate for improved and increased health service availability in the Yarra Valley, including urgent care	Council Plan
Work with strategic partners, including Eastern Region Group of Councils and the Municipal Association of Victoria to advocate for secure and increased untied funding streams	Council Plan
Highlight to the Victorian Government the service-level effects of funding and program cuts and Council's inability to continue to meet the shortfall	Council Plan

Protected & Enhanced Natural Environment

Strategic Advocacy Opportunities	Strategy
Seek an increase and indexation of funding for the Municipal Emergency Resourcing Program (Local Government Victoria)	Emergency Management Plan
Advocate for flexibility for councils in applying kerbside glass-only recycling services and support expansion of the Container Deposit Scheme to accept more glass vessel options.	Council Plan
Advocate to improve mobile service connectivity and resilience and to upgrade NBN broadband in low service areas	Health and Wellbeing Strategy
Advocacy to support coordinated approaches to improving safety for motorists and wildlife to address increasing animal road-strike	Nature Plan & Integrated Transport Strategy
Advocate for improved essential services and infrastructure, and disaster preparedness and recovery support	Health and Wellbeing Strategy
Seek support to expand our firestick cultural burning programs, capability building and research	Nature Plan
Advocate for wastewater and sewerage backlog reforms	Integrated Water Management Plan
Support climate adaptation and net zero transition programs	Council Plan
Support biodiversity and habitat protection: flora/fauna advocacy, feral deer management, Upper Yarra nature-based tourism & biodiversity	Nature Plan
Advocate for opportunities to facilitate the uptake of EVs and the expansion of a network of public charging facilities needed in urban and tourism areas	Liveable Climate Plan
In the aftermath of natural disasters, advocate for agile and responsive planning scheme changes to support social recovery through the provision of housing and accommodation	Housing Strategy

Quality Infrastructure & Liveable Places

Strategic Advocacy Opportunities	Strategy
Work with partners to advocate for a Community Infrastructure Fund and grant stream for councils - \$50M	Council Plan
Seek funding to support a local road sealing program – particularly focusing on roads important to emergency access and egress	Integrated Transport Strategy
Advocate for an increase in the development and provision of social housing to support community need	Housing Strategy
Support the completion of Ridges and Rivers projects through advocacy for funding further stages of Warburton Bike Park and Yarra Valley Trail, and enhancements for ngurrak-barring	Council Plan
Advocate for waterway protection, stormwater and flood management treatments and improvements	Stormwater Management Plan
Advocate for rail infrastructure upgrades - rail duplication between Mooroolbark–Lilydale, new Kinley station, Belgrave Line duplication	Integrated Transport Strategy
Seek bus network review for expanded services (evenings/weekends/tele-bus)	Integrated Transport Strategy
Advocate for improved public transport integration – connectivity of modes and timetables	Integrated Transport Strategy
Advocate for feasibility and planning for the proposed Lilydale Bypass	Integrated Transport Strategy
Seek support to increase safety and inclusion through improved public and community transport service access in outer areas	Council Plan & Integrated Transport Strategy
Seek a formal definition for tiny houses and clarity and guidance on their assessment and regulation	Housing Strategy
Highlight the need for increased funding and provision of homelessness services and outreach, supporting our local service partners	Health and Wellbeing Strategy
Advocate for delivery pathways and funding for social and affordable housing when councils contribute suitable land	Housing Strategy
Seek options to register and potentially cap Short Term Rental Accommodation	Housing Strategy
Advocate for opportunities to fund energy efficient upgrades to sports-field lighting and facilities	Council Plan

Prosperous Community & Vibrant Economy

Strategic Advocacy Opportunities	Strategy
Seek funding to extend and improve paths and trails network to encourage and support physical activity	Health and Wellbeing Strategy
Seek consideration for planning permit exemptions for rural worker accommodation in the Green Wedge Zone	Housing Strategy
Seek investment for major and transformational projects in townships, such as the Burwood Highway flyover to the Belgrave Station car parking structure	Integrated Transport Strategy
Increased investment in food hub infrastructure (e.g. regional food hubs, community gardens, markets and local agribusinesses)	Health and Wellbeing Strategy
Advocate for funding to support implementation of projects proposed in timber transition communities	Economic Development Strategy
Advocate for infrastructure and township upgrades to encourage night-time economy opportunities, particularly for younger workers	Economic Development Strategy
Support visitor economy infrastructure including an EV charging network and accommodation offerings	Economic Development Strategy
Advocate for ongoing commitments and access to a tourism infrastructure funding stream	Economic Development Strategy
Seek planning and investment solutions to enable workforce accommodation, particularly seasonal	Housing Strategy
Advance our walking economy projects and pipeline	Integrated Transport Strategy



Contact information

Community Links

Civic Centre - Lilydale Community Link
15 Anderson Street

Healesville Community Link
110 River Street

Monbulk Community Link
21 Main Road

Upwey Community Link
40 Main Street

Yarra Junction Community Link
2442–2444 Warburton Highway

National Relay Service

133 677 for callers who have a hearing, speech or communication impairment and for Text Telephone or modem callers

1300 555 727 for callers using Speech to Speech relay

9658 9461 TTY

Translation and Interpreting Service

131 450 Translating and Interpreting Services (TIS) National. An interpreting service is available if required.

Copies and further information

This Advocacy Priorities document is available as a printed document or via our website. To obtain a copy, please contact us on **1300 368 333** or visit **www.yarraranges.vic.gov.au**.

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NEIGHBOURHOOD SAFER PLACES - BUSHFIRE PLACES OF LAST RESORT ANNUAL REPORT

Report Author: Executive Officer Emergency Management

Responsible Officer: Director Communities

Ward(s) affected: (All Wards);

The author(s) of this report and the Responsible Officer consider that the report complies with the overarching governance principles and supporting principles set out in the Local Government Act 2020.

CONFIDENTIALITY

This item is to be considered at a Council meeting that is open to the public.

SUMMARY

This report is seeking Council to endorse the designation of Bushfire Shelter options within the municipality of Yarra Ranges. The annual audit has been completed for all identified Neighbourhood Safer Places – Bushfire Places of Last Resort (NSP-BPLR) in Yarra Ranges. Nineteen sites have been audited and are deemed compliant for designation as NSP-BPLR for the 2025/2026 fire danger period. Three existing Community Fire Refuges (CFRs) are still commissioned by Emergency Management Victoria and will be retained within the municipality. These buildings are state-owned and managed assets, listed on both Country Fire Authority (CFA) and Yarra Ranges Council Websites. There are 19 NSP-BPLR sites in total, and 3 CFR sites established for the 2025/2026 fire danger period.

RECOMMENDATION

That Council endorses the designation of 19 Neighbourhood Safer Places - Bushfire Places of Last Resort for the 2025/2026 fire danger period as deemed under the Country Fire Authority Act 1958.

RELATED COUNCIL DECISIONS

There are no related Council decisions relevant to this item.

DISCUSSION

Purpose and Background

Yarra Ranges municipality is known as one of the highest risk bushfire areas in Victoria. As part of a holistic bushfire community safety approach there are 19 locations across the municipality that are flagged as NSP-BPLR. This is in accordance with the Country Fire Authority Act, that Victorian Councils are to identify, designate, establish, and maintain suitable sites as NSP-BPLR in their municipal districts. NSP-BPLR are locations where the community can gather that may provide some protection from direct flame and heat in a bushfire, when all other personal bushfire plans have failed.

The CFA conducts an annual assessment of each NSP-BPLR in collaboration with Victoria Police and a Council representative, to ensure compliance with the assessment guidelines. NSP-BPLR are not intended to replace a personal bushfire survival plan. The CFA advises that there is no guarantee that people will not be injured or killed by fire or radiant heat when traveling to or sheltering at the NSP-BPLR. Following the introduction of NSP-BPLR legislation, Yarra Ranges Council currently has 19 NSP-BPLR locations within the municipality, which they maintain.

In comparison, Community Fire Refuges are specially built or modified buildings which can withstand bushfires. CFRs are operated and maintained by the Victorian State Government. A Community Fire Refuge will only be opened if there is a significant fire threatening the local area. The Yarra Ranges municipality has three of the five existing CFRs in state.

Options considered

This is a legislative requirement under Country Fire Authority Act 1958 and as such no other options have been considered.

Recommended option and justification

Council acknowledges the annual review of NSP-BPLR and endorses the designation of 19 NSP-BPLR sites within Yarra Ranges municipality for 2025/2026 fire danger period.

FINANCIAL ANALYSIS

There are minimal costs for annual inspections, installation, and maintenance of signage and NSP-BPLR sites. Annual inspections of NSP-BPLR ensure that sites comply with the assessment criteria. All sites are subject to ongoing maintenance and are part of operational budget.

APPLICABLE PLANS AND POLICIES

This report contributes to the following strategic objective(s) in the Council Plan:

Connected and Healthy Communities

- Yarra Ranges Municipal Emergency Management Plan (MEMP)
 - As legislated under the Victorian *Emergency Management Act 2013* this municipal-wide multi-agency plan, the MEMP, sets out local emergency management arrangements, of which an Annual Fire Readiness program is required. This report links to the MEMP through the Annual Fire Readiness program and its actions provide broadscale community safety options for at-risk bushfire locations.

RELEVANT LAW

Country Fire Authority Act 1958 – S50J

SUSTAINABILITY IMPLICATIONS

Economic Implications

In meeting the criteria for ongoing designation as an NSP-BPLR, no economic impacts are expected. The operational budget meets any requirements for maintenance and upkeep of all sites.

Social Implications

The social impacts of designated NSP-BPLR are minimal, until its use during an emergency. Should communities or visitors not have an appropriate bushfire survival plan on high-risk days, these sites offer a place of last resort location that provides a safer option to self-evacuate in the event of a bushfire.

Environmental Implications

In meeting the criteria for ongoing designation as an NSP-BPLR, vegetation maintenance may be required around these sites.

COMMUNITY ENGAGEMENT

The Country Fire Authority, Victoria Police, relevant landowners/managers, community, and Yarra Ranges Council staff are consulted during the NSP-BPLR assessment process. Council publishes a list of NSP-BPLR sites on the Victorian Government Gazette. The CFA and the Yarra Ranges Council websites list all designated bushfire shelter locations in Yarra Ranges and this list is updated annually. As part of community awareness and broader personal bushfire safety messaging, the CFA recommends that each household has a personal bushfire survival plan that seeks to only use NSP-BPLR as a last life-threatened option.

COLLABORATION, INNOVATION AND CONTINUOUS IMPROVEMENT

In meeting the criteria for ongoing designation of NSP-BPLR, a risk assessment is carried out each year by Yarra Ranges Council, Country Fire Authority and Victoria Police representatives. This assessment ensures that designated NSP-BPLR still meet relevant assessment criteria. Installation of updated signage continues in consultation with CFA to improve accessibility. This continuous improvement has been commended by CFA as an innovative approach.

RISK ASSESSMENT

All NSP-BPLR within Yarra Ranges have been reassessed in 2025 and have been found to comply with the assessment guidelines. All NSP-BPLR will be available for use by the community for 2025/2026 fire danger period. Ongoing Community education and information from relevant fire agencies provide consistent key messages to highlight the role of NSP-BPLR. NSP-BPLR are places of last resort and do not replace the need for residents to have a bushfire survival plan.

CONFLICTS OF INTEREST

No officers and/or delegates acting on behalf of the Council through the Instrument of Delegation and involved in the preparation and/or authorisation of this report have any general or material conflict of interest as defined within the *Local Government Act 2020*.

ATTACHMENTS TO THE REPORT

1. Neighbourhood Safer Place - Bushfire Places of Last Resort (NSP-BPLR) within Yarra Ranges municipality

There are Nineteen (19) designated (published) Neighbourhood Safer Places-Bushfire Places of Last Resort (NSP-BPLR) within Yarra Ranges Municipality to retain designation for the 2025/2026 fire danger period.

Neighbourhood Safer Places or Bushfire Places of Last Resort within Yarra Ranges Municipality			
NSP ID	Township	Location	Address
1000008394	Belgrave	Recreation Reserve (Oval)	Reserve Road Belgrave 3160
1000009211	Belgrave	Belgrave Alexanders Carpark	Alexanders Car Park – Terrys Ave, Belgrave 3160
1000008492	Coldstream	Halley Supple Reserve (Oval)	Bounded by South Gateway and North Gateway Coldstream 3770
1000009803	Dixons Creek	Dixons Creek Recreation Reserve (Oval)	Melba Highway (between Pinnacle Lane and Lorimers Lane) Dixons Creek 3775
1000008493	Healesville	Queens Park	Bounded by Don Rd, Maroondah Hwy & Badger Creek Rd (entry off Don Road) Healesville 3777
1000009273	Healesville	RACV Healesville Country Club Underground Car Park	Healesville-Kinglake Road (near corner Chum Creek Road) Healesville 3777
1000008374	Lilydale	Recreational Reserve area	Main Street (Maroondah Highway) opposite Hutchinson Street Lilydale 3140
1000008410	Lilydale	Lake Park (Between Car Park, Playground and Rotunda)	Swansea Road Lilydale 3140
1000022819	Millgrove	Millgrove Recreation Reserve	Moore Crescent Millgrove 3799
1000008512	Monbulk	Monbulk Recreational Reserve (Oval)	Moores Road (near McAllister Road) Monbulk 3793
1000008504	Mount Evelyn	Yarra Hills Secondary School (Oval)	Bounded by Old Hereford Road, Mikado Road and Burdap Drive (Reserve access Road) Mount Evelyn 3796
1000009814	Seville	Seville Recreational Reserve (first oval)	20-28 Monbulk-Seville Road, Seville 3139
1000008408	Upwey	Upwey Recreation Reserve (Oval)	Alexander Ave (opposite Austral Ave) entry also via Chosen Ave Upwey 3158
1000009219	Upwey	Dandenong Ranges Community Cultural Centre 'Burrinja' (Rear Car Park)	Corner Glenfern Road and Matson Drive Upwey 3158
1000009281	Wandin North	Wandin North Reserve (Oval)	Corner Clegg Road and Warburton Highway Wandin North 3139
1000009503	Warburton	Warburton Recreation Reserve (Oval)	3455 Warburton Highway Warburton 3799
1000009817	Woori Yallock	Woori Yallock Recreation Reserve (Oval)	Healesville-Koo Wee Rup Road opposite Nester Road Woori Yallock 3139
1000009235	Yarra Glen	Yarra Valley Racing Centre Yarra Glen (carpark area)	Armstrong Grove Yarra Glen 3775
1000008503	Yarra Junction	Recreation Reserve (Oval)	Park Road (off Warburton Highway) Yarra Junction 3797

There are three (3) Community Fire Refuge (CFR) locations within Yarra Ranges municipality which will remain designated during the 2025/26 fire danger period. Yarra Ranges Council has no designated responsibility for CFRs.

Community Fire Refuge (CFR) locations within Yarra Ranges municipality as endorsed by the Fire Services Commissioner		
Township	Location	Address
East Warburton	Millwarra Primary School. E Warb Campus	Woods Point Rd East Warburton
Ferny Creek	Ferny Creek Primary School	School Rd Ferny Creek
Millgrove	Wesburn/Millgrove CFA Fire Station	Warburton Highway, Millgrove

TRUSTEE APPOINTMENT TO YARRA RANGES REGIONAL MUSEUM TRUST

Report Author: Manager Economy, Tourism and Culture

Responsible Officer: Leanne Hurst, Director Communities

Ward(s) affected: (All Wards);

The author(s) of this report and the Responsible Officer consider that the report complies with the overarching governance principles and supporting principles set out in the Local Government Act 2020.

CONFIDENTIALITY

This item is to be considered at a Council meeting that is open to the public.

SUMMARY

Following notice from The Chair of the Trust, Maria McCarthy, the Trust wish to fill a current vacancy through the appointment of a new Trustee. The current Trust Deed requires a written nomination from Council to appoint a Trustee.

The Chair has provided the Trust's endorsed recommendation for Council to consider Margaret Birtley be appointed a Trustee. The nominee has confirmed their willingness to be nominated and appointed as a Community Appointed Trustee to the Yarra Ranges Regional Museum Trust.

RECOMMENDATION

That Council endorse the nominee, Margaret Birtley, as recommended by the Yarra Ranges Regional Museum Trust.

RELATED COUNCIL DECISIONS

There are no related Council decisions relevant to this item.

DISCUSSION

Purpose and Background

The Museum of Lillydale Trust was formed in 1989 by the (then) Shire of Lillydale. In 2014, after the opening of Yarra Ranges Regional Museum, the Deed was changed to reflect the Yarra Ranges Regional Museum Trust.

The Trust is structured as a public ancillary fund, with the purpose of fundraising for Yarra Ranges Regional Museum. The Trust is currently going through a process to

update the Deed to align with current ATO requirements. At the time of this appointment, this work remains in progress, therefore the 2014 Deed remains current. The purpose of the Trust has not changed since its inception, and this is laid out in the Trust Deed.

In accordance with the Trust Deed:

- 8.3.3 The appointment of each Community Appointed Trustee must be approved by Council in writing either by nomination under clause 8.8.1 or otherwise in writing.
- 8.8.1 Where a Retiring Trustee is a Community Appointed Trustee, the Trustees must procure from Council a written nomination of a person to replace such Retiring Trustee in accordance with the following periods of time (as is applicable).
- 8.8.3 The Trustees may recommend to Council the names of persons suitable for nomination under clauses 8.8.1 and 8.8.2.
- 8.8.4 Council is not obligated to adopt any recommendation made by the Trustees under clause 8.8.3.

The current members of the Trust comprise:

- Two Council appointed members including Cr Tim Heenan and Cr Richard Higgins.
- Five Community appointed members including Ray Yates, Maria McCarthy, Guill de Pury, Angela Stainwall, with one current vacancy.

Nominations

Margaret Birtley AM

Margaret Birtley brings over 45 years of distinguished professional experience in the not-for-profit museums and heritage sector. Based in Carlton, Victoria, her exceptional skills and experience will be an invaluable asset to the Trust alongside Yarra Ranges-based Community Appointed Trustees.

Key Qualifications

Leadership & Governance

- CEO and Company Secretary, Collections Council of Australia Ltd (2005-2010)
- General Manager Heritage and Tourism, Melbourne Cricket Club (2010-2013), overseeing the National Sports Museum, MCG Tours, and MCC archives
- Executive Officer roles with Museums Association of Australia (Victorian Branch) and History Council of Victoria
- Holds Graduate Certificate of Management and Certificate in Governance for Not-for-Profits
- Completed the Australian Museum Leadership Program

Museums & Heritage Expertise

- Principal, Margaret Birtley Consulting (established 2010)
- Associate, Significance International Pty Ltd (since 2013)
- Manager of Visitor Programs, Scienceworks (1990-1994)
- Lecturer in Museum Studies with honorary roles at University of South Australia and Deakin University

Strategic Contributions

- Directed national heritage sector research and contributed to National Standards for Australian Museums and Galleries (2008)
- Expert assessor for Australian Research Council (20 years)
- Member, National Collection Advisory Panel, Singapore's National Heritage Board (two terms)
- Helped inaugurate Blue Shield Australia (an equivalent of the Red Cross for cultural heritage)
- Helped shape Museums Australia's definition of 'museum' and pioneering sustainability guidelines

Recognition

- Member in the General Division of the Order of Australia (AM) 2017, for significant service to cultural heritage, museums sector, education, and historical preservation.

Options considered

No other nominations were received.

Recommended option and justification

That Councillors endorse the appointment of the recommended nomination, Margaret Birtley AM to the Trust.

FINANCIAL ANALYSIS

Members of the Trust are appointed in a voluntary capacity. Therefore, there are no financial implications regarding this report.

APPLICABLE PLANS AND POLICIES

This report contributes to the following strategic objective(s) in the Council Plan:

- Healthy Connected Communities

Yarra Ranges Regional Museum strengthens our collective identity, our culture and heritage and creates a sense of belonging for our diverse community.

- Quality Infrastructure and Liveable Places

Yarra Ranges Regional Museum is a key cultural venue and community facility, contributing to fostering wellbeing and innovation.

- Prosperous Communities and Vibrant Economy

Yarra Ranges Regional Museum is a key tourism asset, contributing to a sustainable tourism sector and regenerative economy.

This report contributes to the Creative Communities Strategy:

- Connection to shared heritage experience

The degree to which the activity creates a sense of connection or belonging to a shared past, present and future.

RELEVANT LAW

A public ancillary fund must comply with Taxation Administration (Public Ancillary Fund) Guidelines 2022, authorised by the [Taxation Administration Act 1953](#).

SUSTAINABILITY IMPLICATIONS

Economic Implications

This appointment may lead to improved capacity for the YRRM Trust to undertake fundraising activity, indirectly supporting the financial sustainability of Yarra Ranges Regional Museum and Yarra Ranges Council.

Social Implications

The Yarra Ranges Regional Museum Trust supports cultural heritage in the region.

Environmental Implications

Not applicable.

COMMUNITY ENGAGEMENT

Recommendations for the vacancies were discussed by and endorsed by the Trust at a Trust meeting on 24 September 2025. Members considered the skillset required to fulfill the current vacancy.

COLLABORATION, INNOVATION AND CONTINUOUS IMPROVEMENT

No collaboration with other Councils, Governments or statutory bodies was sought.

RISK ASSESSMENT

Risk	Mitigation
One of five community appointed members' seats vacant.	Appoint one new member for the vacant community appointed position in line with the Trust Deed. This ensures good governance.
Members appointed are not suitably qualified to hold member positions in the Trust.	Councillors ensure new members are suitably qualified. This ensures good governance.

CONFLICTS OF INTEREST

No officers and/or delegates acting on behalf of the Council through the Instrument of Delegation and involved in the preparation and/or authorisation of this report have any general or material conflict of interest as defined within the *Local Government Act 2020*.

ATTACHMENTS TO THE REPORT

Nil

2026 COUNCIL MEETING DATES - CONSIDERATION FOR ADOPTION

Report Author: Senior Governance Officer
 Responsible Officer: Director Corporate Services
 Ward(s) affected: (All Wards);

The author(s) of this report and the Responsible Officer consider that the report complies with the overarching governance principles and supporting principles set out in the Local Government Act 2020.

CONFIDENTIALITY

This item is to be considered at a Council meeting that is open to the public.

SUMMARY

It is a requirement that Council set the date, time and place of all Council meetings. This report provides a proposed schedule of Council meeting dates for the 2026 calendar year.

Once considered by Council the meeting schedule will be formally advertised, and details placed on Council's website. Historically, Yarra Ranges Council meetings have been held on a fortnightly cycle, on the second and fourth Tuesday of each month, commencing at 7:00 pm.

This report proposes to retain a fortnightly Council meeting cycle throughout 2026. Except for April and September where only one Council meeting will be scheduled per month and with a break provided over the Christmas period.

RECOMMENDATION

That Council

1. ***Adopt the 2026 schedule of Council meetings as follows:***
27 January 2026, 10 February 2026, 24 February 2026, 10 March 2026, 24 March 2026, 28 April 2026, 12 May 2026, 26 May 2026, 9 June 2026, 23 June 2026, 14 July 2026, 28 July 2026, 11 August 2026, 25 August 2026, 8 September 2026, 13 October 2026, 27 October 2026, 10 November 2026, 24 November 2026, 8 December 2026.
2. ***All Council meetings to commence at 7:00 pm at the Yarra Ranges Council Office, Lilydale, Victoria, unless otherwise specified in a public notice.***
3. ***Authorise the Chief Executive Officer to undertake all statutory requirements that apply to meetings of Council.***

RELATED COUNCIL DECISIONS

There are no related Council decisions relevant to this item.

DISCUSSION

Under the provisions of the Yarra Ranges Governance Rules, Council must fix the date, time and place of all Council meetings. Council meetings have historically been held on a fortnightly cycle, on the second and fourth Tuesday of each month, commencing at 7:00pm. It is recommended that Council adopt the schedule of Council meeting dates for the 2026 calendar year to allow for planning and consistency with current practice.

FINANCIAL ANALYSIS

Costs associated with holding Council meetings can be met from within approved budgets.

RELEVANT LAW

Under the provisions of the Local Government Act 2020 and Section 12 of Council's Governance Rules, Council must fix the date, time and place of all Council meetings.

SUSTAINABILITY IMPLICATIONS

Economic Implications

There are no economic impacts associated with the approval of the schedule of Council meetings.

Social Implications

Council meetings, whether held in person or virtually, provide members of the community with an opportunity to participate in local democracy. Participation enables a greater understanding of Council's decision-making process and promotes open and transparent government. Given the size of the municipality and the distance some members of the community are required to travel, virtual participation enables community members to conveniently participate and engage in meetings without leaving their homes. It is recommended that this practice is continued into 2026.

Environmental Implications

There are no environmental impacts associated with adopting the schedule of Council meetings.

COMMUNITY ENGAGEMENT

There has been no public consultation undertaken in respect of the recommendations within this report. Once adopted, the meeting schedule will be formally advertised, and details placed on Council's website.

COLLABORATION, INNOVATION AND CONTINUOUS IMPROVEMENT

Not relevant.

RISK ASSESSMENT

There are no risks associated with the recommendations in this report.

CONFLICTS OF INTEREST

No officers and/or delegates acting on behalf of the Council through the Instrument of Delegation and involved in the preparation and/or authorisation of this report have any general or material conflict of interest as defined within the *Local Government Act 2020*.

ATTACHMENTS

Nil

APPOINTMENT AND AUTHORISATION UNDER THE ENVIRONMENT PROTECTION ACT 2017 AND THE PLANNING AND ENVIRONMENT ACT 1987

Report Author: Coordinator Governance and Integrity

Responsible Officer: Director Corporate Services

Ward(s) affected: (All Wards);

The author(s) of this report and the Responsible Officer consider that the report complies with the overarching governance principles and supporting principles set out in the Local Government Act 2020.

CONFIDENTIALITY

This item is to be considered at a Council meeting that is open to the public.

SUMMARY

To meet legislative obligations, Council delegates powers to officers via Instruments of Appointment and Authorisation. This ensures timely, coordinated, and compliant service delivery.

This report seeks Council approval for updated Instruments appointing officers as Authorised Officers under Section 147(4) of the *Planning and Environment Act 1987* and Section 242(2) of the *Environment Protection Act 2017*. The previous Instruments were authorised on 26 November 2024. Updated versions are provided in Attachments 1 and 2.

RECOMMENDATION

That Council

1. ***Formally appoint the officers referred to in***
 - (a) ***the Instrument of Appointment and Authorisation included at Attachment 1 to the report as an Authorised Officer, pursuant to Section 147 (4) of the Planning and Environment Act 1987 and Section 313 of the Local Government Act 2020.***
 - (b) ***the Instrument of Appointment and Authorisation included at Attachment 2 to the report as an Authorised Officer, pursuant to Section 242(2) of the Environment Protection Act 2017 and the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021.***
2. ***Request that both Instruments of Appointment and Authorisation, as outlined in this recommendation, be signed and sealed by the Chief Executive Officer.***
3. ***Note that both Instruments come into force immediately the common seal of Council is affixed to the Instruments and remain in force until Council determines to vary or revoke them.***

RELATED COUNCIL DECISIONS

The Instrument of Appointment and Authorisation under the *Planning and Environment Act 1987* was last authorised by a resolution of Council on 26 November 2024.

The Instrument of Appointment and Authorisation under the *Environment Protection Act 2017* was last authorised by a resolution of Council on 26 November 2024.

DISCUSSION

This report seeks Council approval to updated Instruments of Appointment and Authorisation for officers under the *Planning and Environment Act 1987* and the *Environment Protection Act 2017*. These Instruments, prepared with advice from Maddocks, formally appoint Council employees as Authorised Officers and enable them to initiate proceedings under the relevant legislation.

Under section 147(4) of the *Planning and Environment Act 1987*, only Council employees may be appointed. Recent legal advice confirms historical practice that such appointments require a formal Council resolution and recommends including authority to initiate proceedings under section 313 of the *Local Government Act 2020*.

Council may delegate the power for appointments under the *Environment Protection Act 2017*, to the CEO, although this delegation isn't recommended at this stage. Noting, only employees, not contractors, can be appointed.

Approval of these Instruments ensures Council continues to meet its legislative obligations effectively and lawfully.

FINANCIAL ANALYSIS

There are no direct financial implications arising from the appointment of an Authorised Officer.

APPLICABLE PLANS AND POLICIES

This report contributes to the Council Plan specifically Council's Commitment to Excellence which underpins all Council's Strategic Objectives.

By approving these Instruments Council officers can operate effectively. This instrument enables the organisation to perform its role, serving the community, in a compliant manner.

RELEVANT LAW

Under section 242(2) of the *Environment Protection Act 2017* and Section 147(4) of the *Planning and Environment Act 1987*, Council officers must be appointed and authorised directly by Council, in order that they may execute relevant powers.

SUSTAINABILITY IMPLICATIONS

There are no direct economic, social or environmental impacts associated with the appointment of an Authorised Officer or approval of these Instruments.

COMMUNITY ENGAGEMENT

No community consultation has been held or is proposed in relation to this matter.

COLLABORATION, INNOVATION AND CONTINUOUS IMPROVEMENT

No external collaboration, sectoral innovation or continuous improvements activities have been completed in preparing this report.

RISK ASSESSMENT

There are no identified risks associated with this report. The Instruments have been prepared using templated and legal advice from the Maddocks Delegations and Authorisations Service, ensuring Council's appointments and authorisations are compliant with legislative requirements.

CONFLICTS OF INTEREST

No officers and/or delegates acting on behalf of the Council through the Instrument of Delegation and involved in the preparation and/or authorisation of this report have any general or material conflict of interest as defined within the *Local Government Act 2020*.

ATTACHMENTS TO THE REPORT

1. S11A Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*) Nov 2025
2. S11B - Instrument of Appointment and Authorisation (*Environment Protection Act 2017*) - Nov 2025

Yarra Ranges Shire Council

**Instrument of Appointment and Authorisation
(*Planning and Environment Act 1987* only)**

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Instrument of Appointment and Authorisation (Planning and Environment Act 1987)

In this instrument "officer" means -

Joanna Lebbink	Biodiversity Offsets Officer	Neda Malekzadeh	Planning Officer
Nadine Harvie	Planning Compliance Officer	Matthew Viera	Planning Officer
Steve Natsis	Building Compliance Officer	Thushari Wollbrandt	Senior Planning Officer
Lauren Stewart	Planning Compliance Officer	Kavita Mandavia	Planning Officer
Ronald Versteegh	Building Compliance Officer	Gavin Crawford	Principal - Major Projects
Nathan Islip	Manager Design and Place	Alexia Paterson	Principal Planner
Roxanne Moss	Building Compliance Officer	Jason Chu	Principal Planner
Amanda Smith	Co-ordinator Biodiversity Conservation.	Caz Elliott	Senior Subdivision Officer
Lawrie Slagter	Deputy Building Surveyor	Katherine Baltas	Senior Strategic Planner
Robert Flynn	Deputy Municipal Building Surveyor	Susan Hartley	Senior Planning Officer
Andreas Zimmermann	Deputy Municipal Building Surveyor	Philip Knight	Senior Planning Officer
Kath McClusky	Director Planning and Sustainable Futures	Magdaline Loizou	Senior Planning Officer
Nicole Baboucek	Environment Assessment Officer	Jane Robinson	Senior Planning Officer
Jo Oldland	Environment Assessment Officer	Paris Micelotta	Senior Planning Officer
Errin Smitka	Environment Assessment Officer	Georgia Collier	Senior Planning Officer
Gaby Hilty	Environment Assessment Officer	Katie Cunningham	Senior Planning Officer
Katie Douglas	Manager Planning & Building	Viesha Lalic	Strategic Planner
David Young	Executive Officer Planning Services	Apeksha Malhotra	Strategic Planner
Alison Fowler	Executive Officer Strategic Planning	Hannah Wilson	Planning Officer
Damian Closs	Manager Strategic Projects	Taylor McNeill	Subdivision Officer
George Avramopoulos	Municipal Building Surveyor	Daryl Dunn	Planning Compliance Officer

Lee Roberts	Planning Officer	Liz O'Farrell	Team Leader Development Compliance
Rafi Amani	Para Planner	Tracey Pascoe	Team Leader Planning Services
Katharine Cox	Principal Planner – Strategic Projects	Peter Whebell	Team Leader Planning Services
Marcella Simone	Executive Officer Planning Services	Durga Viswanathan	Team Leader Planning Services
Grace Arnel	Planning Officer	Aaron Troung	Planning Officer
Aaron Burness	Senior Planning Officer	Karen Borton	Biodiversity Offsets Officer
Will Martin-Black	Planning Officer	Josh Smyth	Arborist
Kanishk Gupta	Senior Planning Officer	Angela Schirripa	Senior Strategic Planner
Matthew McCabe	Environment Assessment Officer	Nicola Rooks	Strategic Planner
Tim Berger	VCAT Advocate and Advisory Lead	Peter Steel	Building Inspector
Mark Schlueter	Building Surveyor		

By this instrument of appointment and authorisation Yarra Ranges Shire Council -

1. under s 147(4) of the *Planning and Environment Act 1987* – authorises the officers to carry out the duties or functions and to exercise the powers of an authorised officer under the *Planning and Environment Act 1987*; and
2. under s 313 of the *Local Government Act 2020* authorises the 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 -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

This instrument is authorised by a resolution of the Yarra Ranges Shire Council on *****

The COMMON SEAL of YARRA)
RANGES SHIRE COUNCIL was)
hereto affixed on / /)
in the presence of Tammi Rose,)
Chief Executive Officer.)

.....
Tammi Rose
Chief Executive Officer



Yarra Ranges Shire Council

Instrument of Appointment and Authorisation (*Environment Protection Act 2017* only)

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Instrument of Appointment and Authorisation (*Environment Protection Act 2017*)

In this instrument "officer" means -

Emma Baker	Stephen Hodge
Lisa Balaban	Leanne Hurst
Daniel Balzano	David Johnson
Emily Burton	Matthew Leck
Jesse Clarke-James	Gareth Little-Hales
Chris Cooper	Sarah Menegol
Mitch Devisser	Louise Parzatka
Reece During	Ajeet Ringe
Rachael Forrest	Courtney Smith
Bow Harris	Steph Wallace
Kass Hayward	Karina Walton
Shannon Maynard	Michelle Wheeler

By this instrument of appointment and authorisation, Yarra Ranges Shire Council -

under s 242(2) of the *Environment Protection Act 2017* ('**Act**') and the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021 - appoints the officers to be authorised officers for the purposes of exercising the powers and functions set out in the Instrument of Direction of the Environment Protection Authority under the Act dated 4 June 2021.

It is declared that this instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

This instrument is authorised by a resolution of the Yarra Ranges Shire Council on *****

The COMMON SEAL of YARRA)
RANGES SHIRE COUNCIL was)
hereto affixed on / /)
in the presence of Tammi Rose,)
Chief Executive Officer.)

.....
Tammi Rose
Chief Executive Officer

COUNCILLOR APPOINTMENTS TO COMMITTEES AND EXTERNAL BODIES

Report Author: Coordinator Governance & Integrity

Responsible Officer: Director Corporate Services

Ward(s) affected: (All Wards);

The author(s) of this report and the Responsible Officer consider that the report complies with the overarching governance principles and supporting principles set out in the Local Government Act 2020.

CONFIDENTIALITY

This item is to be considered at a Council meeting that is open to the public.

SUMMARY

Each year Council appoints representatives to several committees and external bodies.

Approval is sought to appoint Council representation to the committees and external bodies listed for the period December 2025 to November 2026.

A list of the appointments recommended to be made to committees and external bodies is included at Attachment One.

This report also proposes that the Yarra Ranges CEO becomes the Your Library Corporate Representative for Yarra Ranges Council.

RECOMMENDATION

That Council

- 1. Approve the appointment of representatives to committees and external bodies for the period December 2025 to November 2026, as per Attachment 1 to the report.**
- 2. Extend the appointment of the two (2) Board Members, represented by Councillors, to the Your Library Ltd from 1 year to 2 Years in line with the Your Library Ltd Constitution.**
- 3. Provide for the appointment of a Councillor for the remainder of this Council Term to the Eastern Region Group (ERG) of Councils in place of the Deputy Mayor in line with ERG change to elected representation.**
- 4. Appoints the following natural person as its Corporate Representative for Your Library Ltd (a public company limited by guarantee), Tammi Rose, Chief Executive Officer, Yarra Ranges Council.**

RELATED COUNCIL DECISIONS

During its meeting of 28 June 2022 Council appointed the Manager of Creative & Connected Communities as the Your Library Corporate Representative for Yarra Ranges Council.

The current appointments to committees and external bodies were made at the Council meeting held on 10 December 2024.

DISCUSSION

Committees and External Bodies

The appointment of Councillors to committees and external bodies ensures that Council's interests, along with those of the broader community, are effectively represented.

It is essential that appointees understand the nature of the appointment and their role, whether as a delegate or a member of a governing body, and commit to attending meetings as required. Councillors should familiarise themselves with key governance documents for committees such as constitutions or terms of reference and seek a briefing if needed.

Your Library Corporate Representative

Under the Your Library Ltd Constitution there are two types of position that Council needs to support to meet its governance requirement.

- Board Members, represented by Councillors. These roles are also asked to nominate to be members of the Your Library Audit and Risk Committee. These roles are there to guide the Your Library entity in a municipality blind manner.
- Corporate Member, representative by senior officers, which represents the specific interests of each specific Council including during representative meetings of the Members such as during the Annual General Meeting.

During its meeting of 28 June 2022 Council appointed the Manager of Creative & Connected Communities as the Corporate Representative for Yarra Ranges Council. Since this appointment it has become apparent that this role would be more appropriately appointed to the Yarra Ranges CEO, Tammi Rose. This report proposes that the Yarra Ranges CEO becomes the Corporate Member representative for Yarra Ranges Council.

FINANCIAL ANALYSIS

Any costs associated with a Councillor's role as delegate can be met from within approved operational budgets.

APPLICABLE PLANS AND POLICIES

The appointment of representatives to the committees and external bodies listed ensures that the interests of Council continue to be properly represented, together with those of the wider community, and therefore contributes to meeting Council's strategic objectives

SUSTAINABILITY IMPLICATIONS

While this report has no direct economic or environmental impacts, there are social implications associated with Councillor representation on committees and external bodies. These include the opportunity to participate in meetings, activities and events, and to report back to Council on relevant matters.

COMMUNITY ENGAGEMENT

No community consultation has been undertaken in respect of the recommendations in this report. The committees and external bodies listed within the attachment to this report will be notified of appointments once made by Council.

COLLABORATION, INNOVATION AND CONTINUOUS IMPROVEMENT

Not relevant.

RISK ASSESSMENT

There are no risks associated with the recommendations in this report. However, consistent participation by appointed Councillors is important to maintain Council's representation and support the achievement of strategic and community outcomes.

CONFLICTS OF INTEREST

No officers and/or delegates acting on behalf of the Council through the Instrument of Delegation and involved in the preparation and/or authorisation of this report have any general or material conflict of interest as defined within the *Local Government Act 2020*.

ATTACHMENTS TO THE REPORT

1. Appointments to External and Other Bodies 2025-2026

Appointments to Committees and External Bodies

Committee	Term	2025/2026 Councillors
Agribusiness Yarra Valley (One representative required and one substitute)	1 year	Cr Gareth Ward Cr Fiona McAllister (Sub)
Audit and Risk Management Committee (Two representatives required)	1 year	Cr Jim Child Cr Gareth Ward
Burrinja Cultural Centre (One representative required)	1 year	Cr Tim Heenan
Disability Advisory Committee (Two representatives required, one as Chair)	4 years	Cr Len Cox (Chair) Cr Richard Higgins (Sub)
Eastern Affordable Housing Alliance (One representative required)	2 years	Cr Tim Heenan
Eastern Alliance of Greenhouse Action (One representative required)	1 year	Cr Peter Mcilwain
Eastern Region Group of Councils (Mayor and Councillor Representative)	1 year (Mayor) 4 years (Cr Rep)	(Mayor) – Cr Richard Higgins (4 Year Term) (Councillor) – Cr Gareth Ward
Eastern Transport Coalition	1 year	Cr Mitch Mazzarella Cr Jim Child (Sub)
Health and Wellbeing Advisory Committee (One representative required as Chair, and one substitute)	1 year	Cr Fiona McAllister (Chair) Cr Gareth Ward (Sub)
Indigenous Advisory Committee (Two representatives required)	1 year	Cr Jeff Marriott Cr Fiona McAllister

Appointments to Committees and External Bodies

Committee	Term	2025/2026 Councillors
Jack Hort Memorial Indoor Pool Management Committee (Ryrie Ward Councillor to be appointed)	2 years	Cr Fiona McAllister
Metropolitan Education Traffic Centre (METEC) Board (One representative required)	2 years	Cr Richard Higgins
Municipal Association of Victoria (Two representative required – Mayor and Deputy Mayor)	1 year	Cr Richard Higgins (Chair) Cr Gareth Ward (Sub)
Municipal Emergency Management Planning Committee (One representative required and one substitute)	1 year	Cr Jeff Marriott Cr Jim Child
Municipal Fire Management Planning Committee (One representative required and one substitute)	1 year	Cr Jeff Marriott Cr Jim Child
Outer Melbourne Councils (Mayor required as representative and Deputy Mayor as substitute)	1 year	Cr Richard Higgins Cr Gareth Ward (Sub)
Positive Ageing Reference Group (One representative required)	4 years	Cr Richard Higgins
Rural Advisory Committee (One representative required as Chair and one substitute)	2 years	Cr Gareth Ward (Chair) Cr Fiona McAllister (Sub)
Sustainable Environment Advisory Committee (Two representatives required, one as Chair)	1 year	Cr Peter Mcilwain (Chair) Cr Jeff Marriott (Sub)
Yarra Ranges Regional Museum Trust (Two representatives required)	1 year	Cr Richard Higgins Cr Tim Heenan

Appointments to Committees and External Bodies

Committee	Term	2025/2026 Councillors
Yarra Valley ECOSS (One representative required)	1 year	Cr Jim Child
Your Library Limited (Two representatives required)	2 years	Cr Jim Child Cr Mitch Mazzarella

QUARTERLY FINANCIAL REPORT - SEPTEMBER 2025

Report Author: Chief Financial Officer
 Responsible Officer: Director Corporate Services
 Ward(s) affected: (All Wards);

SUMMARY

The attached September 2025 Finance Report has been prepared as of 30 September 2025.

The report includes financial year-to-date data up to the end of September for the 2025-2026 financial year and is compared to adopted budget for the financial year 2025-2026.

RECOMMENDATION

That Council receives and notes the Finance Report for the three months to 30 September 2025.

RELATED COUNCIL DECISIONS

Not applicable.

DISCUSSION

Purpose and Background

Section 101 of the *Local Government Act 2020* outlines the financial management principles for financial reporting. One of the requirements is to report quarterly to Council and the Audit and Risk Management Committee.

Summary of year-to-date results

Comprehensive Result (Net Surplus)

YTD comprehensive result of \$0.4m is \$0.4m under the adopted budget. This is due to:

- Overall revenue is \$2.5m below budget, this predominantly relates to the timing of capital and operating grants being received due to project delivery and delays from the state department.
- Overall expenses are under budget by \$1.9m, this predominantly relates to:

- Underspend in Materials and services \$3.4m:
 - \$0.6m due to the timing of reactive maintenance works.
 - \$0.4m waste services with FOGO bins having lower waste volumes due to drier weather and purchase of bin bags
 - \$0.3m fleet costs with scheduled maintenance expenditure timing and savings in fuel and registration.
 - \$0.3m landfill provision costs with the current provision sufficient
- The above favourable results are partially offset with depreciation and amortisation (\$1.5m) over budget due to the capitalisation of assets and the revaluations in the prior year.

Balance Sheet

The Balance Sheet presents a working capital of \$31.6m (total current assets of \$121.2m less total current liabilities of \$89.6m). This reflects Council's ability to meet its obligations as and when they fall due.

Trade and other receivables have increased in line with the first quarter instalments falling due and Council continues to monitor the rates in arrears balance closely.

Cash Flow Statement

Cash and investment holdings as at the 30 September 2025 was \$25.8m which includes the budgeted \$34.9m loan drawdown.

Materials and services outgoings are significant due to the payment of invoices that were received in June before the end of financial year due and paid in July. Delays in Capital Grants \$3.3m due to the Warburton Mountain Bike trail funding not yet received however expenditure being incurred.

Capital Program

Year to Date capital expenditure of \$7.0m is \$1.6m or 31.5% above the YTD Adopted Budget of \$5.4m. Overspend is due to projects delayed in 2024-2025 with carry forward expenditure in 2025-2026.

FINANCIAL ANALYSIS

The attached report outlines the financial performance and position of Council's activities as at the end of September 2025 with variance commentaries on performance by directorate and income/expenditure type.

STRATEGIC CONTEXT

Sound financial management and reporting of Council's activities is a critical aspect to maintain transparency and good governance.

RISK ASSESSMENT

A risk assessment has been considered in relation to the financial report and deemed an acceptable level of risk

CONFLICTS OF INTEREST

No officers and/or delegates acting on behalf of the Council through the Instrument of Delegation and involved in the preparation and/or authorisation of this report have any general or material conflict of interest as defined within the *Local Government Act 2020*.

ATTACHMENTS TO THE REPORT

1. Financial Report – September 2025



Financial Report

for the period September 2025

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Income Statement

For the financial year to date 30 September 2025

	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	%	Annual Budget \$'000
Income					
Rates - General	47,088	47,221	133	0.3	188,351
Rates - Special Rates and Charges	-	-	-	-	1,858
Statutory Fees and Fines	1,173	780	(393)	(33.5)	5,232
User Fees	1,457	2,166	709	48.7	8,269
Contributions - Cash	597	507	(89)	(15.0)	2,682
Grants - Capital	2,301	1,091	(1,210)	(52.6)	25,480
Grants - Operating	5,215	4,235	(979)	(18.8)	28,046
Other Revenue	462	509	47	10.2	1,973
Interest	320	220	(100)	(31.1)	1,278
Contributions - Non Monetary Assets	625	-	(625)	(100.0)	2,500
Total Income	59,237	56,730	(2,507)	(4.2)	265,670
Expenses					
Employee Benefits	20,833	20,908	(75)	(0.4)	81,915
Materials and Services	24,368	20,953	3,415	14.0	107,588
Bad and Doubtful Debts	16	97	(81)	(507.3)	64
Depreciation and Amortisation	10,032	11,523	(1,491)	(14.9)	40,129
Other Expenses	2,471	2,382	90	3.6	8,962
Finance Costs (Interest)	692	622	70	10.1	2,768
Total Expenses	58,412	56,484	1,928	3.3	241,425
Net Gain/(Loss) on Disposal	-	150	150	-	-
Net Surplus/(Deficit)	825	395	(430)	(52.1)	24,245
Operating (Underlying) Surplus/(Deficit)*	(1,476)	(701)	775	(52.5)	(1,541)

* Excludes Capital Grants and Non Monetary Contributions

Balance Sheet

For the financial year to date 30 September 2025

	30-Sep-25 \$'000	30-Jun-25 \$'000
Current Assets		
Cash & Cash Equivalents	25,832	39,429
Trade & Other Receivables	82,929	50,338
Other Assets	12,439	9,312
Total Current Assets	121,199	99,078
Non Current Assets		
Trade & Other Receivables	5,377	6,429
Investments in Associates	3,179	3,179
Ppty, Plant & Equip. and Infrastructure	1,846,448	1,850,327
Intangible Assets	7,617	7,643
Right-of-use Assets	14,767	15,331
Total Non-Current Assets	1,877,387	1,882,908
TOTAL ASSETS	1,998,587	1,981,987
Current Liabilities		
Trade & Other Payables	34,940	44,923
Trust Funds & Deposits	33,971	4,891
Provisions	16,785	16,651
Interest-Bearing Loans & Borrowings	2,651	5,244
Lease liabilities	1,296	1,835
Total Current Liabilities	89,643	73,544
Non Current Liabilities		
Lease liabilities	13,896	13,896
Provisions	10,008	9,903
Interest-Bearing Loans & Borrowings	32,267	32,267
Total Non Current Liabilities	56,171	56,066
TOTAL LIABILITIES	145,814	129,610
NET ASSETS	1,852,772	1,852,377
Equity		
Accumulated Surplus	656,447	640,244
Reserves	1,195,930	1,195,930
Current Operating Surplus/(Deficit)	395	16,203
TOTAL EQUITY	1,852,772	1,852,377

Statement of Cash Flows

For the financial year to date 30 September 2025

	30-Sep-25 YTD \$'000	30-Jun-25 \$'000
CASH FLOWS FROM OPERATING ACTIVITIES		
Rates and charges	43,051	180,257
Statutory fees and fines	855	2,790
User fees (inclusive of GST)	1,878	5,387
Grants - operating (inclusive of GST)	4,718	46,267
Grants - capital (inclusive of GST)	3,113	10,180
Contributions (inclusive of GST)	507	2,171
Interest received	220	1,362
Trust funds and deposits repaid	(266)	(3,698)
Other receipts (inclusive of GST)	2,299	1,209
Net GST refund	3,901	17,002
Materials and Services (inclusive of GST)	(37,540)	(126,041)
Employee costs	(20,501)	(81,821)
Other payments	(4,901)	(13,938)
Net cash provided by operating activities	(2,666)	41,127
CASH FLOWS FROM INVESTING ACTIVITIES		
Payments for property, infrastructure, plant and equipment	(6,663)	(58,032)
Payments for intangibles	(412)	(3,375)
Proceeds from property, infrastructure, plant and equipment	170	1,732
Proceeds from sale of investments	-	7,500
Net cash used in investing activities	(6,905)	(52,175)
CASH FLOWS FROM FINANCING ACTIVITIES		
Finance costs	(674)	(401)
Proceeds from loans		39,360
Repayment of borrowings	(2,592)	(2,489)
Investments in associates	-	-
Interest paid - lease	(197)	(856)
Repayment of lease liabilities	(563)	(2,379)
Net cash provided by (used in) financing activities	(4,026)	33,235
Net increase in cash and cash equivalents	(13,597)	22,187
Opening Bank Balance	39,429	17,242
Closing Bank Balance	25,832	39,429

Detailed Analysis

Income Statement Variance Analysis

a. Operating Income year to date:

	YTD Budget \$'000	YTD Actual \$'000	YTD Variance \$'000	%	Annual Budget \$'000
Income					
Rates - General	47,088	47,221	133	0.3	188,351
Rates - Special Rates and Charges	-	-	-	-	1,858
Statutory Fees and Fines	1,173	780	(393)	(33.5)	5,232
User Fees	1,457	2,166	709	48.7	8,269
Contributions - Cash	597	507	(89)	(15.0)	2,682
Grants - Capital	2,301	1,091	(1,210)	(52.6)	25,480
Grants - Operating	5,215	4,235	(979)	(18.8)	28,046
Other Revenue	462	509	47	10.2	1,973
Interest	320	220	(100)	(31.1)	1,278
Contributions - Non Monetary Assets	625	-	(625)	(100.0)	2,500
Total Income	59,237	56,730	(2,507)	(4.2)	265,670

Significant variance commentary:

Rates and Charges (\$0.1m favourable YTD)

- Waste charges \$0.3m higher than budget due to resident selection and uptake of waste collection options, resulting in an increased number of bins.
- Supplementary rates (\$0.2m) less than budget due to the timing of supplementary valuations and issuing of supplementary rates notices.

Statutory Fees and Fines (\$0.4m unfavourable YTD)

- Parking fines (\$0.6m) below budget due to issuing warnings instead of fines.
- Non-voter fines of \$0.2m relating to the 2024 election.

User Fees (\$0.7m favourable YTD)

- Animal registration fees \$0.4m higher than budget YTD due to timing differences compared to budget.
- Waste Container Deposit Scheme income \$0.2m higher than budget YTD.
- Oval tenancy fee income \$0.1m higher than budget YTD largely due to timing differences.

Contributions – Cash (\$0.1m unfavourable YTD)

- Variance predominantly relates to public open space contributions. The quantum and timing of these contributions are dependent on subdivision activity.

Grants - Capital (\$1.2m unfavourable YTD)

- Timing of capital grants income is dependent on timing of project delivery and receipt of funds from the granting authority. The YTD variance to budget is expected to be timing related only.
- The following projects are below budget YTD: Warburton Bike Park (\$0.6m), Ngurrak Barring (\$0.3m), Yarra Valley Trail (\$0.3m), Coronation Park Dog off leash upgrades (\$0.3m), Sport Reserves Rehabilitation / Renewal (\$0.2m).
- This was partially offset by the Roads for the Community initiative which is \$0.5m above budget YTD.

Grants - Operating (\$1.0m unfavourable YTD)

- Timing of operating grant income is dependent on timing of project delivery and timing of receipt of funds from the granting authority. The YTD variance to budget is expected to be timing related only.
- The following operating grants are below budget YTD: Emergency Management (\$0.4m), Nature & Weed programs (\$0.3m), Natural Disaster Cost Recovery (\$0.2m), Health & Wellbeing programs (\$0.1m).

Interest (\$0.1m unfavourable YTD)

- Interest on rates is (\$0.2m) below budget due to the timing of raising interest charges against overdue rates.
- Interest on investments is \$0.1m higher than budget.

Contributions – Non-Monetary Assets (\$0.6m unfavourable YTD)

- This represents assets gifted to Council as part of development activity. The quantum and timing of these contributions are dependent on subdivision activity.

b. Operating Expenditure year to date:

	YTD Budget \$	YTD Actual \$	YTD Variance Fav / (Unfav)		Annual Budget \$
			\$	%	
Expenses					
Employee Benefits	20,833	20,908	(75)	(0.4)	81,915
Materials and Services	24,368	20,953	3,415	14.0	107,588
Bad and Doubtful Debts	16	97	(81)	(507.3)	64
Depreciation and Amortisation	10,032	11,523	(1,491)	(14.9)	40,129
Other Expenses	2,471	2,382	90	3.6	8,962
Finance Costs (Interest)	692	622	70	10.1	2,768
Total Expenses	58,412	56,484	1,928	3.3	241,425
Net Gain/(Loss) on Disposal	-	150	150	-	-
Net Surplus/(Deficit)	825	395	(430)	(52.1)	24,245
Operating (Underlying) Surplus/(Deficit)	(1,476)	(701)	775	(52.5)	(1,541)

Significant variance commentary:

Employee Benefits (\$0.1m unfavourable)

- Favourable staff vacancies variance of \$1.0m YTD due to a higher vacancy rate than budgeted.
- Leave provision expenses (\$0.9m) above budget YTD due to timing of taking leave and increases in the LSL provision calculation.

Materials and Services (\$3.4m favourable)

- Infrastructure Services \$0.6m and Building Maintenance \$0.4m below budget YTD, both due to the variable nature of reactive maintenance and timing of planned maintenance.
- FOGO waste collection costs \$0.4m below budget YTD related to lower green waste volumes due to drier weather, as well as the timing of purchasing bin bags.
- Fleet costs \$0.3m below budget YTD due to the timing of scheduled vehicle maintenance (\$0.1m) and savings in fuel and registration costs (\$0.2m).
- Landfill provision costs \$0.3m below budget YTD as the current provision is considered adequate for the future costs of rehabilitating the old landfill sites.
- Various other materials and services categories are below budget YTD due to timing but are expected to be in line with budget for the full year. These include Drainage Rehabilitation \$0.3m, Community Wellbeing \$0.4m, Nature & Climate \$0.3m, Recreation & Sport \$0.2m, Insurance \$0.1m and Telecommunications \$0.1m.

Depreciation and Amortisation (\$1.5m unfavourable)

- Depreciation is higher than budget due to asset revaluation increases in the 2024-25 financial year. The higher asset values have a flow on effect of increasing depreciation expense for the impacted assets. The revaluations occurred after the current year budget was adopted.

Statement of Capital Works

For the financial year to date 30 September 2025

Asset class	YTD	YTD	YTD Variance		Annual
	Budget	Actual	Fav / (Unfav)	%	Budget
	\$	\$	\$	%	\$
Infrastructure - Asset Management	1,202	1,263	(61)	(5.1)	5,187
Infrastructure - Bridges	20	-	20	100.0	262
Infrastructure - Community & Recreation	492	433	59	11.9	2,456
Infrastructure - Drainage	40	210	(170)	(423.9)	3,920
Infrastructure - Footpaths & Cycleways	30	226	(196)	(654.2)	2,857
Infrastructure - Off-street Carparks	-	4	(4)	-	200
Infrastructure - Open Space	2,445	2,160	285	11.6	13,427
Infrastructure - Roads	156	1,833	(1,677)	(1,075.3)	17,857
P&E - Computers & Comms	525	412	113	21.5	700
P&E - Fixtures, Fittings & Furniture	-	-	-	-	-
P&E - Plant, Machinery & Equipment	395	287	108	27.4	2,600
Property - Buildings	50	214	(164)	(327.5)	8,833
Property - Land	-	-	-	-	-
TOTAL	5,355	7,042	(1,687)	(31.5)	58,298
New	2,377	2,497	(120)	(5.0)	16,773
Renewal	2,113	3,254	(1,141)	(54.0)	26,344
Expansion	168	130	38	22.6	5,040
Upgrade	697	1,161	(464)	(66.6)	10,141
TOTAL	5,355	7,042	(1,687)	(31.5)	58,298

Significant variance Commentary:

- **Infrastructure – Roads (\$1.7m unfavourable):**

Program overspent due to expenditure relating to projects carried forward from 2024-2025, these are not included in the adopted budget. Many of these carry forward projects are fully funded RFCI projects.

Notable expenditure

- Badger Ave, Badger Creek - road reseal \$0.3m
- Mt Riddell Road, Healesville - road reseal \$0.2m
- Allenby & William Rds, Lilydale - RFCI \$0.2m
- Paid Parking, Warburton \$0.2m
- Parker Road, Silvan \$0.2m
- Hunter Road Silvan \$0.2m
- Beenak Road, Seville \$0.2m
- Cedar Court Road Group, Monbulk RCFI \$0.1m

In summary:

The September quarter has seen underspends across most programs with the overspend being reflected within the roads program. This is due to the continuation of roads projects from the 2024-2025 FY, many of which have now reached practical completion or finalisation.

Treasury

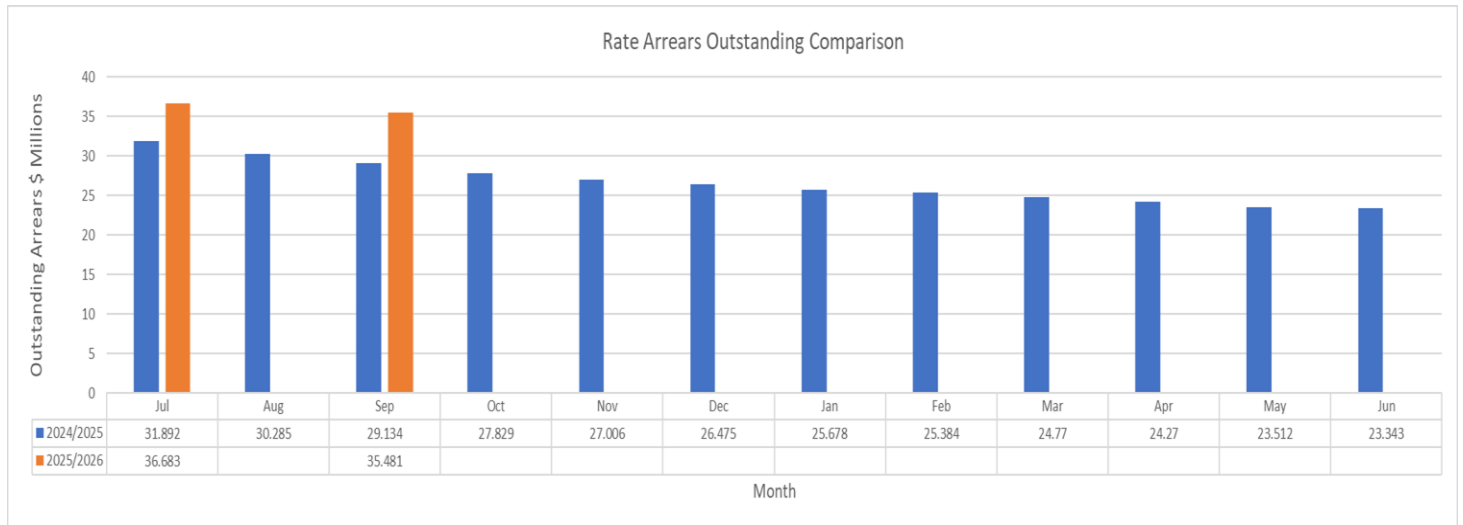
a. Loans

Financial Institution	Loan Term in years	Start Date	Maturity Date	Interest Rate	Loan Amount \$	Current Balance \$
TCV	5	21/08/2024	21/08/2029	4.295%	15,000,000	12,249,407
TCV	5	6/11/2024	21/08/2029	4.755%	5,448,000	4,458,330
TCV	10	9/05/2025	21/08/2035	4.835%	18,912,000	18,210,152
Total					39,360,000	34,917,889

Rates Analysis

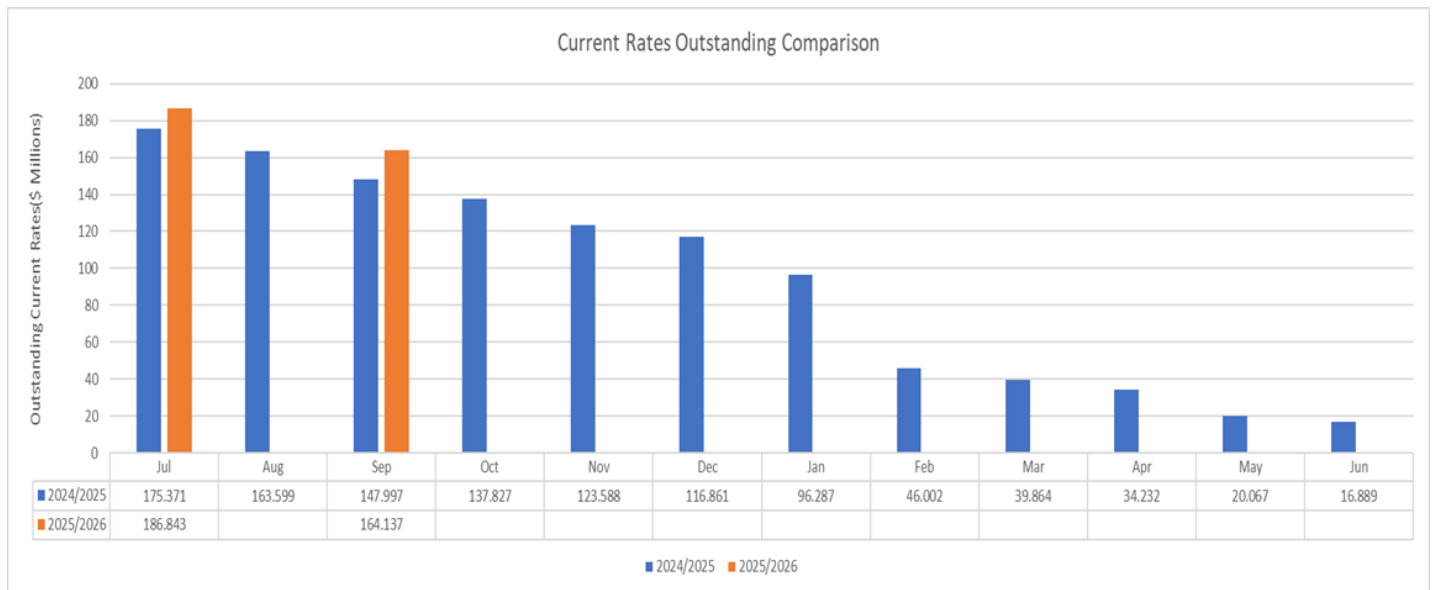
Rate Arrears

Rate arrears compared to the same period last year has increased by \$6.3m, or 21.8%



Current Rates Outstanding Comparison.

Current rates arrears compared to the same period last year has increased by \$16.1m or 10.9%



*Note: August 2025 data is unavailable due to the migration of data from Pathway to Property and Rating TechOne system.

Grant Activity

The following table provides a summary of grant funding greater than \$50,000 per project received for Council activities during the period from 1 July 2025 to 30 September 2025, including unearned income funds.

Project Description	2025-26	
	Actuals	Funding Body
	YTD	
Recurrent		
Operating		
Grants Commission Funding	2,304,548	Department of Government Services
Sherbrooke Long Day Care Operations	674,251	Department of Education
MCH Coordination	407,059	Department of Health
EM Major Grants	240,000	Department of Government Services
Upper Yarra LDS Implementation	200,000	Department of Environment, Land, Water & Planning
Enhanced Home visiting	187,655	Department of Health
Pre-school field officer	99,579	Department of Education
Direct Care Service Access	97,916	Department of Health
Supported Playgroup	66,406	Department of Families, Fairness And Housing
Total Recurrent	4,277,414	
Non Recurrent		
Operating		
Kindergarten Engagement	118,873	Department of Education
Capital		
Don Road Community and Sports Pavilion	1,500,000.00	Department of Government Services
Electrifying Monbulk Aquatic Centre	591,000.00	Department of Industry
R2R	496,762.00	Department of Infrastructure And Regional Development
Lillydale Lake Community Improvements	452,088.00	Department of Government Services
Monbulk Regional Soccer Centre Lighting Upgrade	180,000.00	Department of Jobs, Skills, Industry And Regions
Total Non Recurrent	3,338,723	
Total Grant Funding	7,616,137	

CT7853 - PROVISION OF PLAYSPACE PRODUCTS, SERVICES AND WORKS

Report Author: Manager Recreation Parks & Facilities
Responsible Officer: Director Built Environment & Infrastructure
Ward(s) affected: (All Wards);

The author(s) of this report and the Responsible Officer consider that the report complies with the overarching governance principles and supporting principles set out in the Local Government Act 2020.

CONFIDENTIALITY

Confidential information is contained in the attachments to this report. This information relates to contractual matters and contains commercially sensitive information including, but not limited to, the name of tendering parties, the evaluation panel members, the tendered prices, and the evaluation of the tenders received against the published evaluation criteria. Any disclosure of the information included within the confidential report attachments could be prejudicial to the interests of the Council or other parties. The Attachments are confidential in accordance with Section 3(1)(g)(i)(g)(ii) of the *Local Government Act 2020*. This report provides details regarding approval to award a contract that complies with the Section 108 of the *Local Government Act 2020*.

SUMMARY

This report summarises the tender evaluation process taken for the provision of Provision of Playspace Products, Services and Works contracts and seeks Council consideration for the award of the contracts.

This tender process was initiated to establish up to three (3) separate contracts with suppliers to provide the following three (3) categories of service:

- A – Auditing Services & Testing of Rubber Undersurfaces.
- B – Programmed & Reactive Maintenance.
- C – Supply of Organic Playspace Softfall.

An advertisement calling for tenders was placed in the Age newspaper on Saturday 31 May 2025.

Tenders closed on Wednesday 25 June 2025 and a total of five (5) submissions were received across the categories.

The recommendations in this report have been formally endorsed by the tender evaluation panel.

The Contracts will be for an initial period of five (5) years, with Council having the solo option to extend the Contracts for an additional two (2) periods of one (1) year each.

RECOMMENDATION

That

1. ***Council awards the tender for CT7853- Provision of Playspace Products, Services and Works to the following tenderers for each respective service category:***
 - (a) ***The Trustee for Hutchison Parks Services Trust for Category A – Auditing Playspaces Testing of Rubber Undersurfaces for an estimated contract value of \$164,403.00 exclusive of GST, inclusive of tender options and provisional sums.***
 - (b) ***Prim Services Pty Ltd for Category B – Programmed Proactive and Reactive Maintenance for an estimated contract value of \$1,421,693.01 exclusive of GST, inclusive of tender options and provisional sums.***
 - (c) ***Ecodynamics Mulch Pty Ltd for Category C – Supply of Organic Playspace Softfall for an estimated contract value of \$900,405.57 exclusive of GST, inclusive of tender options and provisional sums.***
2. ***The Director of Built Environment and Infrastructure be delegated the authority to sign the contract documents.***
3. ***The Director Built Environment & Infrastructure be authorised to approve any required contingency not exceeding 20% percent of the total contract sum.***
4. ***The Director of Director of Built Environment and Infrastructure be considered to be the delegated authority to extend the contract term by two (2) optional periods of one (1) year each to a maximum term of seven (7) years.***
5. ***The attachments to this report remain confidential indefinitely as it relates to matters specified under Section 3(1)(g)(i)(g)(ii) of the Local Government Act 2020.***

RELATED COUNCIL DECISIONS

There are no related Council decisions relevant to this item.

DISCUSSION

Purpose and Background

The purpose of this report is to consider awarding Contract CT7853 for Provision of Playspace Products, Services and Works. A tender process was conducted to establish new contracts for the provision of CT7853A Auditing & Testing of Rubber

Undersurfaces, CT7853 B Programmed & Reactive Maintenance and CT7853 C Supply of Organic Playspace Softfall.

To ensure a comprehensive evaluation of tenders, a cross-organisation Tender Evaluation Panel was formed. The Panel included representatives from various Council services and was established in line with Council's Procurement Policy Guidelines.

Yarra Ranges Council (Council) has a population of 145,000 and covers approximately 2,500 square kilometres. The Council stretches from the densely populated outer suburbs up into the surrounding foothills, agricultural valleys and forested areas of the Great Dividing Ranges. It is by area one of the largest metropolitan municipalities, most varied and scenic municipalities. There are more than 55 suburbs, townships, small communities and rural areas in the Yarra Ranges.

Yarra Ranges Council provides and maintains a variety of playspaces within its open space and pre-school network as summarised in the following table:

Playspace Classification	Quantity	Currently Audited	Programmed Maintenance
Regional Playspaces	7	Y	Y
District Playspaces	10	Y	Y
Local Playspaces	104	Y	Y
Fitness Stations	11	Y	Y
Skate Parks	8	Y	Y
BMX / Pump Tracks	5	Y	N – Reactive Only
Basketball Half Courts	24	Y	N – Reactive Only
Pre-Schools (Leased Facilities)	49	Y	N – Currently Externally
TOTAL	218		

Options considered

The procurement method for this tender was a single-stage competitive open tender process. An advertisement inviting tenders for the three (3) service categories was published on Council's online e-tendering portal and in The Age newspaper on Saturday, 31 May 2025.

The tender period closed on Wednesday, 25 June 2025, with the following tender submissions received by category:

- Category A – Auditing Services & Testing of Rubber Undersurfaces two (2) tenders received;
- Category B – Programmed & Reactive Maintenance one (1) tender received; and
- Category C – Supply of Organic Playspace Softfall two (2) tenders received.

The tender process was conducted in accordance with Council's Procurement Policy.

Tenders were assessed for conformity with the tender documents. A summary of these tender submissions is included in the confidential attachment to this report. The evaluation panel scored the tenders based on the pre-established criteria outlined in the tender document.

A summary of the evaluation criteria follows:

Selection Criteria	Category A - Auditing Services & Testing of Rubber Undersurfaces Weightings	Category B - Programmed & Reactive Maintenance Weightings	Category C – Supply of Organic Playspace Softfall Weighting
Capability & Capacity	45%	45%	45%
Quality & Sustainability	7%	7%	7%
Community Benefit	5%	5%	5%
Tendered Price	43%	43%	43%
Total Quantitative & Qualitative	100%	100%	100%

The attachments to this report contain confidential information related to contractual matters and commercially sensitive details. This includes, but is not limited to, the names of the tendering parties, the evaluation panel members, the tendered prices, and the evaluation of the tenders against the published criteria.

The Contract will be for an initial period of five (5) years with an option to extend the contract for 2 additional periods of one (1) year each to a maximum Contract term of seven (7) years from the Commencement Date.

Recommended option and justification

Following a comprehensive evaluation process, including consultations with subject matter experts and probity advice, and in line with the Evaluation Matrix, the panel recommends awarding the contract to the below tenderers by service category:

- Category A – Auditing Services & Testing of Rubber Undersurfaces – The Trustee for Hutchison Parks Services Trust
- Category B – Programmed & Reactive Maintenance – Prim Services Pty Ltd

- Category C – Supply of Organic Playspace Softfall – Ecodynamics Mulch Pty Ltd

FINANCIAL ANALYSIS

The contract pricing for Provision of Playspace Products, Services and Works is based on a schedule of rates for the contract term.

For additional financial details, please refer to the confidential document titled 'CT7826 – Financial Summary Attachment'.

APPLICABLE PLANS AND POLICIES

This report contributes to the following strategic objective(s) in the Council Plan:

- Support healthy and connected communities; and
- Ensure quality infrastructure and liveable places.

RELEVANT LAW

This report seeks Council approval to award a contract that complies with the Section 108 of the *Local Government Act 2020* and the below applicable legislative provisions:

Australian Standards Number	Title
AS 4685.0:2017	Playground equipment and surfacing Part 0: Development, installation, inspection, maintenance and operation.
AS 4685.1:2021	(EN1176:2008, MOD: General safety requirements and test methods).
AS 4685.2:2021	(EN1176:2008, MOD: Safety requirements and test methods for Swings).
AS 4685.3:2021	(EN1176:2008, MOD: Safety requirements and test methods for Slides).
AS 4685.4:2021	(EN1176:2008, MOD: Safety requirements and test methods for Cableways).
AS 4685.5:2021	(EN1176:2008, MOD: Safety requirements and test methods for Carousels).
AS 4685.6:2021	(EN1176:2008, MOD: Safety requirements and test methods for Rocking Equipment).
AS 4685.11:2014	(EN1176:2008, MOD: Safety requirements and test methods for Spatial Network).
AS 4422:2016	Playground Surfacing – Specifications, requirements and test methods.
AS 1924 Part 2: 1981	Design & Construction - Safety Aspects (for equipment installed prior to October 2004)

AS 16630:2021	Permanently installed outdoor fitness equipment – Safety requirements and test methods.
AS EN 14974 (2021)	Skateparks – Safety requirements and test methods.

SUSTAINABILITY IMPLICATIONS

Economic Implications

This has been considered as part of the tender specification and evaluation process. The recommended tenderers have committed to source goods, services or materials proposed for the contracts from within Yarra Ranges Shire.

COMMUNITY ENGAGEMENT

No direct community engagement has taken place specifically for this confidential tender process. However, broader engagement has been incorporated as part of the overall Playspace plan.

COLLABORATION, INNOVATION AND CONTINUOUS IMPROVEMENT

No collaboration with other Councils, Governments or statutory bodies was sought and a joint procurement collaboration model was deemed not viable.

RISK ASSESSMENT

Council has made known the hazards on site to contractors in the form of OHS Hazard Identification Form which was part of the tender documents. This included Category of hazard, hazard identification, additional information and comments.

CONFLICTS OF INTEREST

All members of the Evaluation Panel signed the Conflict of Interest and Confidentiality Declaration, including a Secondary Conflict of Interest Declaration after the tender closed, but before submissions were released to the Evaluation Panel.

No officers and/or delegates acting on behalf of the Council through the Instrument of Delegation and involved in the preparation and/or authorisation of this report have any general or material conflict of interest as defined within the *Local Government Act 2020*.

ATTACHMENTS TO THE REPORT

1. CT7853 – Confidential Attachment for Council Evaluation Report
2. CT7853 – Confidential Financial Summary Attachment

Confidential Item

Confidential Item

11. COUNCILLOR MOTIONS

In accordance with Chapter 3 Division 4 of the Governance Rules developed by Council in accordance with section 60 of the Local Government Act 2020.

There were no Councillor motions received prior to the Agenda being printed.

12. ITEMS THROUGH THE CHAIR

13. REPORTS FROM DELEGATES

14 DOCUMENTS FOR SIGNING AND SEALING

Report Author: Senior Governance Officer
Responsible Officer: Director Corporate Services
Ward(s) affected: All Wards;

The author(s) of this report and the Responsible Officer consider that the report complies with the overarching governance principles and supporting principles set out in the Local Government Act 2020 and in accordance with Clause 87 of the Meeting Procedures and Use of Common Seal Local Law 2015, as prescribed by Section 14(2)(c) of the Local Government Act 2020.

CONFIDENTIALITY

This item is to be considered at a Council meeting that is open to the public.

SUMMARY

It is requested that the following document be signed and sealed:

- a) Letter Under Seal – Karen Mullholland

A letter under seal has been prepared in recognition of Karen Mullholland who has retired after 18 years of service with Yarra Ranges Council, working most recently as an Executive Assistant to the Planning and Building team.

RECOMMENDATION

That the following listed document be signed and sealed

- a) Letter Under Seal – Karen Mullholland***

15. INFORMAL MEETINGS OF COUNCILLORS

Report Author: Governance Officer
 Responsible Officer: Director Corporate Services
 Ward(s) affected: All Wards

The author(s) of this report and the Responsible Officer consider that the report complies with the overarching governance principles and supporting principles set out in the Local Government Act 2020.

CONFIDENTIALITY

This item is to be considered at a Council meeting that is open to the public

SUMMARY

Chapter 8, Rule 1, of the Governance Rules requires that records of informal meetings of Councillors must be kept and that the Chief Executive Officer must ensure that a summary of the matters discussed at the meeting tabled at the next convenient Council meeting and recorded in the Minutes of that Council meeting.

An 'informal meeting of Councillors' is defined in the Governance Rules as a meeting of Councillors that:

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

The records for informal meetings of Councillors are attached to the report.

RECOMMENDATION

That the records of the Informal Meetings of Councillors, copies of which are attached to the report, be received and noted.

ATTACHMENTS TO THE REPORT

1. 21 October 2025 - Forum Briefing
2. 22 October 2025 - Disability Advisory Committee
3. 5 November 2025 - Forum Briefing

Informal Meetings of Councillors Public Record (Forum)



Submitted on 22 October 2025, 10:56AM
Receipt number 14
Related form version 6

Meeting details

Meeting name Council Forum
Date 21/10/2025
Start time 5.30pm
Finish time 8.15pm
Venue Civic Centre, 15 Anderson Street, Lilydale

Attendees

Councillors
Cr Jim Child
Cr Richard Higgins
Cr Mitch Mazzarella
Cr Gareth Ward
Cr Fiona McAllister
Cr Tim Heenan
Cr Peter McIlwain
Cr Jeff Marriott
Cr Len Cox

CEO / Directors
Tammi Rose (CEO)
Kath McClusky
Hjalmar Philipp
Leanne Hurst
Vincenzo Lombardi
Amee Cooper

Officers
Amee Cooper, Ben Waterhouse Gina Walter (Governance Officer), Beck Stevens, Pip Smith, Kirsten Vernon, Mel Villani, Corrine Bowen, Garry Detez, Lisa Keedle, Shannon Maynard and Tegyan Angel

Externals

Steve Martin, Country Fire Authority (CFA) Commander

Apologies

Nil

Declarations of interest

Declarations of interest

• Nil

Matters Discussed

1	Welcome and Acknowledgement of Country
2	Declaration of Interest
3	Action and Agreement Record - 7 October 2025
4	Reconciliation Action Plan Update
5	2026 Council Meeting Dates
6	Review of the Public Agenda for Council's Meeting on 28 October 2025
7	Seasonal Outlook and Bushfire Preparedness
8	Statement of Intent Check In (Verbal Update)
9	Mayor & CEO Update
10	General Business
11	Items for Noting - CT7853 - Provision of Playspace Products, Services and Works
12	Items for Noting - Audit and Risk Management Committee Meeting Draft Minutes - 25 August 2025
Completed by	Gina Walter (Governance Officer)

Informal meeting of Councillors

Public Record



Meeting Name:	Yarra Ranges Council Disability Advisory Committee	
Date:	22 October 2025	Start Time: 1.00pm Finish Time: 3.00pm
Venue:	Conference Room A	
Attendees:	<p>Councillors: Cr Len Cox</p> <p>Other attendees: Tracey Wannet, Kelly Parker, Marie Pleuger, Isabella O'Hare, James Wood, Lisa McIlpatrick, Renae Purcell, Julie McDonald,</p> <p>CEO/Directors:</p> <p>Officers: Amanda May, Jenna Hepburn, Brendan Jahn, Mary Gibson, Steve Costello, Corey McFadyen, Jen Ellison, Joerg Werdin, Sarah Parsons, Cobie Spencer, Tom Meeks, Aaron Roberts</p> <p>Officers joining online: Scott Spargo, Sally Dawe, Simone Marais</p>	
Apologies	Cr Richard Higgins, Paul Stoney, Michelle McDonald, Jackson Ellis, Shek Kho, Erika Atwill, Shannon Maynard, Rachael Giddens,	
Disclosure of Conflicts of Interest:	None	
Matter/s Discussed:	1.1	NDIS updates
	1.2	Seeking feedback on how Council can increase the accessibility of our environmental events
	1.3	Belgravia Leisure programming check in
	1.4	Seeking feedback on inclusive School Holiday programming
	1.5	Integrated Water Management (IWM) Plan - 2026
	1.6	Disability Inclusion Officers update
	1.7	Member updates
	1.8	Update on Belgrave TDF
Completed By:	Amanda May	

Informal Meetings of Councillors Public Record (Forum)



Submitted on	6 November 2025, 10:34AM
Receipt number	15
Related form version	6

Meeting details

Meeting name	Council Forum
Date	05/11/2025
Start time	5.30pm
Finish time	7.48pm
Venue	Civic Centre, 15 Anderson Street, Lilydale

Attendees

Councillors	Cr Richard Higgins Cr Mitch Mazzarella Cr Gareth Ward Cr Tim Heenan Cr Peter Mcilwain Cr Jeff Marriott
CEO / Directors	Kath McClusky Hjalmar Philipp Leanne Hurst Vincenzo Lombardi
Officers	Gina Walter (Governance Officer), Beck Stevens, Ben Waterhouse, Pip Smith, Kirsten Vernon, Tamara Meadows, Nathan Islip, Damian Closs, Megan Sheehy, Lisa Balaban, Jenna Hepburn, Shannon Maynard, Alison Fowler, Lucy Proctor, Anne Blakeway, Jenny Davies and Alanna Ford
Externals	Nil
Apologies	Tammi Rose, Cr Child, Cr Cox, Cr McAllister and Anee Cooper

Declarations of interest

Declarations of interest

- Nil

Matters Discussed

1	Acknowledgement of Country
2	Declaration of Interest
3	Action and Agreement Record – 21 October 2025
4	Lilydale Infrastructure Planning Update - Progress and Advocacy
5	Review of the Public Agenda for Council's Meeting on 11 November 2025
6	Urban Aquatics Business Case Market Testing
7	Trustee appointment to Yarra Ranges Regional Museum Trust
8	Draft Footpath Trading Policy & Draft Roadside and Public Place Trading Policy
9	Mayor & CEO Update
10	General Business
11	Mayoral Election and Appointments to Committees and External Bodies Process (Verbal Update)
12	Kangaroo Control (Verbal Update)
13	Items For Noting - Quarterly Capital Expenditure Update
Completed by	Gina Walter

16. URGENT BUSINESS

In accordance with Chapter 3 Rule 24 of the Governance Rules developed by Council in accordance with section 60 of the Local Government Act 2020.

17. CONFIDENTIAL ITEMS

In accordance with Chapter 3 Rule 24 of the Governance Rules developed by Council in accordance with section 60 of the Local Government Act 2020.

There were no Confidential Items listed for this meeting.

18. DATE OF NEXT MEETING

The next meeting of Council is scheduled to be held on Tuesday 9 December 2025 commencing at 7.00pm, at Council Chamber, Civic Centre, Anderson Street, Lilydale.



In providing for the good governance of its community, Councillors are reminded of their obligation to abide by the provisions as set within the Local Government Act 2020 and the Code of Conduct for Councillors.

When attending a Council Meeting, Councillors should adhere to the procedures set out in the Governance Rules developed by Council in accordance with section 60 of the Local Government Act 2020.

The following is a guide for all Councillors to ensure they act honestly, in good faith and in the best interests of Yarra Ranges as a whole.

1. Councillors will respect the personal views of other Councillors and the decisions of Council.
2. Councillors may publicly express their own opinions on Council matters but not so as to undermine the standing of Council in the community.
3. The Mayor is the official spokesperson for Council.
4. Councillors will incur expenditure in a responsible manner and in accordance with the Councillor Expenditure and Policy.
5. Councillors will avoid conflicts of interest and will always openly disclose any direct and indirect interests where they exist.
6. Councillors will act with integrity and respect when interacting with Council staff and members of the public.
7. Councillors will demonstrate fairness in all dealings and conduct and be open with and accountable to the community at all times.
8. Councillors will conduct themselves in a manner that does not cause detriment to Council or the Yarra Ranges community.