

**WILDFIRE MANAGEMENT OVERLAY
(AMENDMENT C109 TO BASS COAST
PLANNING SCHEME)
LOTS 1-20 VIMINARIA ROAD,
HARMERS HAVEN**

**REPORT OF THE STANDING
ADVISORY COMMITTEE**

10 JUNE 2011

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ADVISORY COMMITTEE**



Cathie McRobert



David Merrett

10 JUNE 2011

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Amendment C109	Amendment C109 to the Bass Coast Planning Scheme introduced the Wildfire Management Overlay (WMO) to land the Country Fire Authority (CFA) identified as being capable of supporting a wildfire with an intensity that is significant and likely to pose a threat to life and property. Amendment C109 was gazetted on 4 February 2010.
Planning Authority:	Bass Coast Shire Council
The Referral	Andrew Ware, who owns Lots 1-20 Viminaria Road, Harmers Haven (the review sites), requested removal of the WMO from that land. Andy Schrape and Renay Scott have entered into a contract of sale for one of these lots (Lot 13 (59-63) Viminaria Road) and have also requested the removal of the WMO from the land.
The Standing Advisory Committee	The Standing Advisory Committee (The Committee) was appointed by the Minister for Planning under section 151 of the <i>Planning and Environment Act 1987</i> . The Committee's Terms of Reference (attached in Appendix A) set out the scope of the Committee's work and the process for the review of referred submissions.
Review by Committee Members	The Standing Advisory Committee members who reviewed this matter were: <ul style="list-style-type: none"> • Cathie McRobert; and • David Merrett.
Committee Consultations:	3 June 2011 Attendance: <ul style="list-style-type: none"> • CFA - Chris Wyborn; • Bass Coast Shire Council - Martin Gill; • Andrew Ware, represented by Tony Quinlan; • Andy Schrape, potential landowner.
Inspections	3 June 2011
Date of this Report:	10 June 2011

Cathie McRobert
Advisory Committee Chair

1. Background

1.1 The Wildfire Management Overlay

The WMO applies on a State-wide basis and does not have a schedule providing for local provisions. The purposes of the WMO are to:

- *identify areas where the intensity of wildfire is significant and likely to pose a threat to life and property*
- *ensure that development includes specified fire protection measures and does not significantly increase the threat to life and property from wildfire*
- *detail the minimum fire protection outcomes that will assist to protect life and property from the threat of wildfire.*

The first purpose is particularly relevant to Committee's assessment as it is directed at whether the WMO should apply or not.

Under the WMO a planning permit is required for subdivision and for building or works associated with the following uses: Accommodation; Child care centre; Education centre; Hospital; Industry; Place of assembly; Retail premises; and Timber production. Exemptions from these permit requirements apply where:

- a dwelling was damaged or destroyed by bushfire after 1 January 2009;
- the development is consistent with the relevant fire authority fire risk management plan;
- an alteration to an existing building used for accommodation of less than 50% of the floor area of the existing building;
- where the floor area of a building ancillary to a dwelling is less than 100 square metres.

An application for subdivision, building or works must be accompanied by a statement demonstrating that all fire protection requirements for water supply, access, buildings and works, vegetation and any other relevant matters have been considered and incorporated. The WMO sets out objectives with desired outcomes for each fire protection requirement.

The WMO does not trigger a planning permit for use or the removal of vegetation.

The CFA *Building in a Wildfire Management Overlay - Applicant Kit 2007*, (Applicant's Kit) was replaced in June 2010 by the *Building in a Wildfire Management Overlay – Applicants Workbook 2010*. This 2010 version contains updated messages and includes several new features to improve understanding of the site assessment process, such as guidance on dwelling design and location, and linkages to environmental planning controls. The Workbook retains the assessment process that relates standard conditions to the fire risk associated with the type of vegetation on a property. The Workbook establishes a standard practice that the planning permit will include a note which states the Bushfire Attack Level (BAL). Australian Standard 3959 (AS3959) prescribes the relevant building construction standards for each specific BAL. The standard permit conditions do not otherwise address the design and siting of any building. If the standard conditions are not appropriate or achievable, property specific fire protection requirements of the WMO apply.

Applications under the WMO must be referred to the relevant fire authority unless the responsible authority considers the proposal satisfies requirements or conditions previously agreed with the fire authority.

The Planning Scheme also refers to the documents that provide guidance on development in areas at risk from wildfire¹.

1.2 Introduction of the Wildfire Management Overlay

The Department of Planning and Community Development (DPCD) under delegation from the Minister for Planning approved amendments under section 20(4) of the *Planning and Environment Act 1987* to apply the WMO to areas identified by the CFA in 26 municipalities.

These planning scheme amendments were not exhibited. However, notice was published in local newspapers to advise the public that:

- the WMO had been applied in the municipality;

¹ These include: Municipal Fire Prevention Plans; Code of Practice for Fire Management on Public Land DSE February 2006;

- Bushfire Prone Areas Building Control Commission and CFA 1995;
- Wildfire Intensity Maps prepared by the CFA;
- Building in bushfire-prone areas - CSIRO & Standards Australia (SAA HB36-1993) May 1993;
- Requirements for Water Supplies and Access for Subdivisions in Residential 1 and 2 and Township Zones CFA 2004;
- Planning Conditions and Guidelines for Subdivisions CFA 1991; and
- Design and Siting Guidelines, Bushfire Protection for Rural Houses, CFA and Ministry for Planning and Environment 1990.

- land where the WMO applies can be viewed online or at the Council offices;
- submission could be made to the Minister for Planning requesting a change to the application of the WMO relating to errors in the application of the overlay; and
- the Minister for Planning would refer submissions to the Standing Advisory Committee who will consider whether the application of a WMO should be changed.

1.3 Strategic and Policy Context

It is a principle of planning in Victoria to adopt a best practice risk management approach which aims *'to assist the minimisation of risk to life, property, the natural environment and community infrastructure from wildfire².'*

State planning policy strategies relating to wildfire are:

- *Site and design new development to minimise risk to life, property, the natural environment and community infrastructure from natural hazards such as bushfire and flooding.*
- *Identify wildfire risk environments in planning schemes in consultation with relevant fire authorities.*
- *Consider fire hazards in wildfire risk environments to avoid intensifying the risk of wildfire through inappropriately located or designed uses or developments.*
- *Seek the advice of the relevant fire authority if compliance with the policy guidelines is not likely or additional measures are believed necessary.³*

The VPP Practice Note *Planning for Wildfire Protection* (Revised February 2010) indicates, amongst other things, that the WMO identifies areas where there is the potential for loss of life and property in a 1:50 year fire scenario. It also highlights that, regardless of whether a WMO applies, Clause 65 of planning schemes extends the consideration of wildfire protection issues to all planning permit applications.

Local planning policy in the Bass Coast Planning Scheme acknowledges *natural disasters (including fire, flood, storms and drought) have the potential to substantially affect the community economically and socially, in addition to the environmental issues created by these disasters.⁴* It includes the following strategies:

² SPPF Clause 13.05 'Protection from Wildfire'.

³ 21.07-3 Overview Environmental hazards.

⁴ 21.07-3 Overview Environmental hazards.

Encourage development to be sited, designed and constructed to minimise the impact of emergency conditions arising from fire.

Encourage the location of accessways, fencing and dams to maximise fire fighting potential and minimise the interface with fire fighting measures

Discourage development on land prone to wildfire and ensure that development does not increase the risk of an environmental hazard⁵

1.3.1 CFA Wildfire Management Overlay Mapping Process

In addition to any submissions or comments it receives, the Committee's Terms of Reference require the assessment to have regard to:

- the purpose of the WMO (see Chapter 1.1); and
- the CFA *Land Use Planning Practice Note 0005 - Wildfire Management Overlay Mapping Process* (the CFA Practice Note).

The CFA Practice Note identifies the procedure to delineate WMO areas which, in summary, provides for application of the WMO where DSE's Corporate Geospatial Data Library dataset "TREEDEN25" shows a 5 hectare patch of vegetation with 80% density within 100 metres of the land. This approach provides a 'buffer' from vegetation to account for the area where ember attack, radiant heat and direct flame contact is likely to be most severe and protection controls should be considered.

The CFA Practice Note indicates that these areas are 'ground-truthed' by the CFA and this process includes the Municipal Fire Protection Committee.

1.4 Implications of the Bushfire Royal Commission

The Bushfire Royal Commission delivered its report to the State Government on 31 July 2010, and the then Premier announced on 27 August 2010 that the Government accepted in full or in part 66 of the 67 Commission's recommendations. The following aspects of Royal Commission recommendations, which were endorsed by the previous State Government, are of particular relevance to the Committee's work.

- Establish a central point of responsibility for and expertise in mapping bushfire risk to review urgently the mapping criteria used by the CFA to map the WMO to ensure that the mapping used to determine building and planning controls is based on the best available science and takes account of all relevant aspects of bushfire risk (Recommendation 37);

⁵ Clause 21.07-3 Fire

- Finalise the alignment of site-assessment methods for planning and building purposes, taking into account bushfire risk to human safety as well as to property (Recommendation 37);
- Amend the Victoria Planning Provisions to provide a comprehensive Bushfire-prone Overlay which ensures that the provisions give priority to the protection of human life; adopts a clear objective of substantially restricting development in the areas of highest bushfire risk—giving due consideration to biodiversity conservation—and provides clear guidance for decision makers (Recommendation 39);
- Amend CFA guidelines for assessing permit applications to substantially restrict new developments and subdivisions in those areas of highest risk in the Bushfire-prone Overlay, include the minimum defensible space requirements for different risk levels, and clarify that the CFA will approve new developments and subdivisions only if the recommended bushfire protection measures can be created and maintained on a continuing basis for the life of the development (Recommendation 40);
- Amend AS 3959-2009 Construction of Buildings in Bushfire-prone Areas and the Building Code of Australia to ensure the objectives and performance requirements incorporate reducing the risk of ignition from ember attack (Recommendations 47 and 48); and
- Modify the State’s adoption of the Building Code of Australia to apply a minimum AS 3959-2009 construction level of BAL-12.5 to all new buildings and extensions in bushfire-prone areas unless exceptional circumstances apply (Recommendation 49).

The current State Government has also announced that it will implement the recommendations of the Royal Commission.

It is understood that DPCD, CFA, DSE and other relevant government agencies are working towards implementing the recommendations, with plans to implement new building and planning provisions to address bushfire risk by September 2011. The Committee is not aware of the content of new provisions but anticipates that they will not reduce the level of regulation applicable to areas where risks of bushfire are identified.

1.4.1 The Review Sites and Locality

Harmers Haven is a small coastal settlement south of Wonthaggi. It was developed in the early 1900s to the south of Viminaria Road between the coastal reservation and Viminaria Road. Viminaria Road is a long (about 1.15 kilometres) unsealed street with a court bowl at the end. Harmers Haven has no reticulated town water or sewerage and there are no community services or retail facilities. An unsealed carpark in the coastal

reserve is accessible via Olearia Street. The coastal reserve is heavily vegetated with coastal scrub. It connects with a large DSE-managed Heathland Reserve further west. The coastal reserve is managed by Parks Victoria and varies in width at Harmers Haven. Figure 1 shows the review sites and locality.



The review sites comprise Lots 1-20 Viminaria Road, Harmers Haven. These lots are located north of Viminaria Road and have land areas greater than 4000 sqm. They extend from Berry's Road to the east to the court bowl at its western end. There are 2 existing dwellings on the north side of Viminaria Road. Land west and north of Viminaria Road is cleared grazing land.

1.4.2 Zoning and Overlays

Lots 1-20 are zoned Low Density Residential Zone (LDRZ). Land on the south side of Viminaria Road is zoned Township Zone (TZ). The coastal reserve is zoned Public Conservation and Resource Zone (PCRZ).

The WMO applies to all of the township, the coastal reserve, the DSE-managed Heathland Reserve and the grazing land north of the township. These controls are shown in Figures 2 and 3. Harmers Haven (including the review sites) is also affected by the Design and Development Overlay Schedule 1 (Residential areas near the coast). The combined effect of the controls is that a permit application for a dwelling is only triggered by the WMO if the dwelling is less than 7m in height.

1.4.3 Background

Amendment C8 rezoned the review sites to LDRZ and was approved in 2003. This amendment was combined with a permit application for the subdivision of the land into 20 lots with a large balance lot. This permit contained conditions related to road improvements for emergency vehicle access, a 20,000 litre water supply for each lot for fire fighting purposes and all buildings complying with the CFA document *Design and Siting Guidelines – Bushfire Protection for Rural Houses*. These last two matters were to be enforced by a Section 173 agreement on title. The Committee understands the need for this agreement was to overcome the lack of permit trigger at the time of the subdivision approval. However it should be noted the WMO now imposes this permit trigger under the current planning scheme provisions.

Figure 4 contains an example (Lot 13) of a lot on the plan of subdivision that shows the access and building envelope location that Mr Schrape is interested in purchasing.

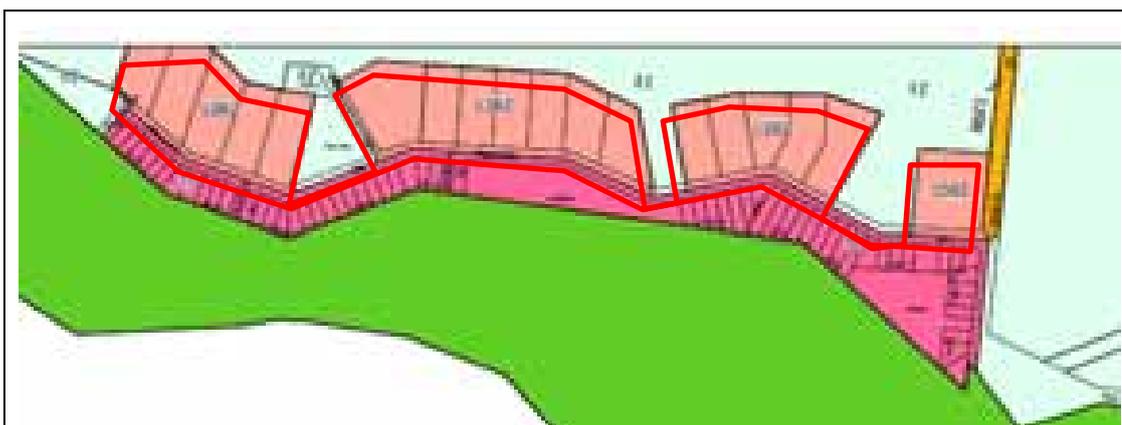


Figure 2 Zoning – Lots 1-20 Viminaria Road Locality

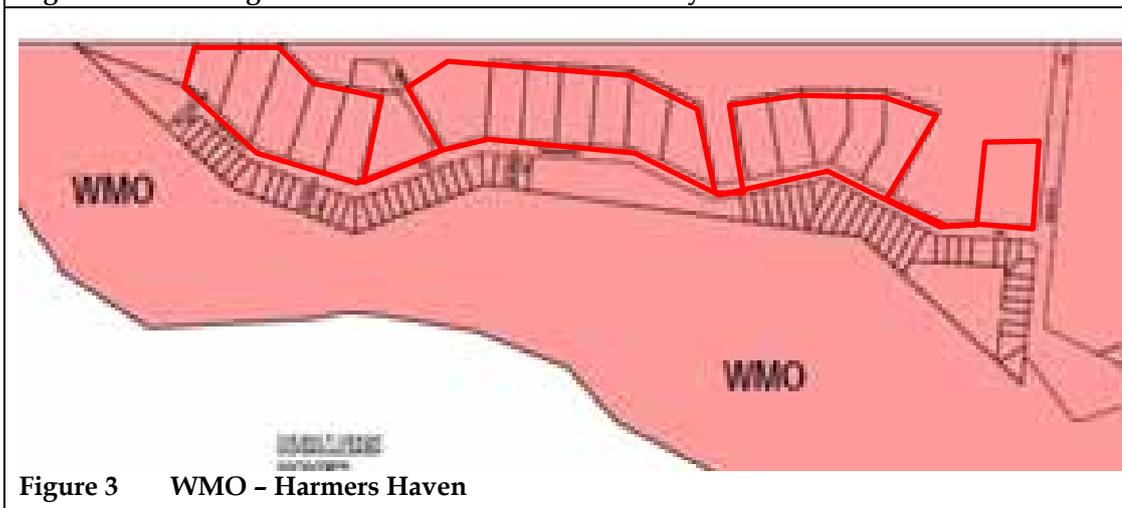


Figure 3 WMO – Harmers Haven

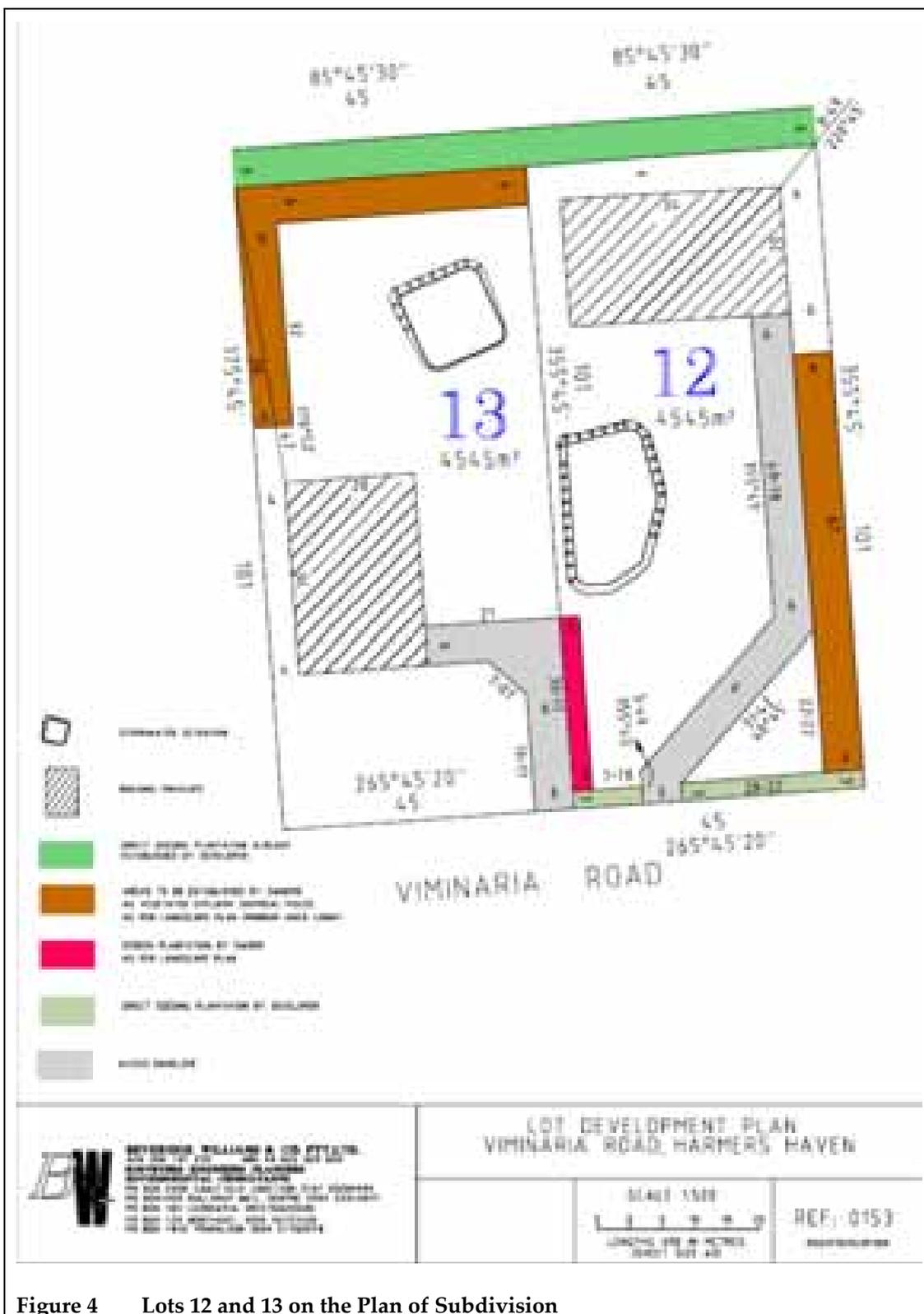


Figure 4 Lots 12 and 13 on the Plan of Subdivision

2. Evaluation of Referred Submission

2.1 Submissions

Mr Gill from Bass Coast Shire Council verbally advised the Committee that Council supported the application of the WMO to the review sites due to the access and egress constraints, lack of reticulated water supplies and potential fire threat from the coastal reserve. He referred to the DSE-managed Heathland Reserve to the north-west and acknowledged DSE manages the fuel load within the limitations associated with the conservation purpose of the reserve. Council preferred an outcome that would ensure each lot (1-20) could support a dwelling.

Mr Gill also referred to the Terramatrix report⁶ that was prepared to address wildfire issues for a proposal in Cape Paterson. This report used the View Factor model, using the WMO design fire, which provides a smaller vegetation management zone and a lower construction level than the WMO-style alternative solutions. The vegetation management zones were effectively contained on the allotment and the road reserve⁷. This work supported the development within the existing subdivision but recommended setbacks and the adoption of BAL's of 19, 29 and some 40 to ensure building construction was appropriate. Mr Gill referred to this as an example demonstrating how a development outcome was found for land the subject of higher fire danger from a similar fire threat (i.e. coastal heathland reserve).

Mr Wyborn from the CFA advised the Committee there were inconsistencies in mapping in the municipality as the CFA mapping criteria were not the basis for the current WMO mapping. However, he supported the application of the WMO to the review sites. This was based upon the difficulties for emergency vehicle access with the 'one road in, one road out' scenario, the court bowl end and the fire threat posed by the coastal reserve. In regard to fire threat, the CFA considered the DSE-managed Heathland Reserve to the north-west was unlikely to directly impact on the review sites, although there was potential for a fire originating in the Reserve to spread eastward along the contiguous coastal reserve towards Harmers Haven.

⁶ *Bushfire Risk Assessment for 104-134 Surf Beach Road, Cape Paterson Victoria, 3995 Report* Terramatrix 2011

⁷ Except for a small section southwest of lot 134.

Mr Wyborn referred to the Section 173 Agreement that applies to each of the lots, irrespective of the WMO. This agreement under Part 4.6 requires:

All buildings will comply with the CFA document "Design and Siting Guidelines & Bushfire Protection for Rural Houses (Morris and Barber)".

Mr Wyborn noted that these design guidelines require development to be to the satisfaction of the CFA. He considered the Guidelines impose less specific but potentially more onerous requirements than apply under the WMO.

In regard to the CFA Practice Note criteria, Mr Wyborn confirmed:

- the review sites are within an area of high wildfire risk and likely to pose a threat to life and property;
- the area's topography could support a wildfire and result in high fire intensity; and
- part of the review sites are within 100m of vegetation likely to result in severe ember attack (5 ha with 80% vegetation cover).

Mr Wyborn also reiterated the CFA practice of mapping to the cadastre boundary even if only part of the site met the mapping criteria, which is the case for Lots 1-20.

Mr Quinlan, on behalf of Mr Ware (the majority landowner), accepted the review sites were exposed to a fire threat from the coastal reserve. However he submitted that the mapping and the process of applying the WMO has led to confusion within the community and undermined the credibility of this planning mechanism. He advised the Committee the subdivision application had been subjected to detailed scrutiny through the Panel process and had incorporated all environmental and fire management requirements of the time. The approval of the subdivision took around 9 years.

Mr Schrape provided a written submission that argued the review sites should not have the WMO applied. He referred to the lack of any fire history within the coastal reserve, the relatively high annual rainfall that would inhibit fire behaviour, the lack of any local fires during Black Saturday 2009 and the need for better fire management within the coastal reserve. He commented that a BAL 29 for Lot 13 would increase the construction cost by \$30-40,000.

2.1.1 Advisory Committee Evaluation

The Committee is conscious that bushfire planning policy is the subject of review and is to be overhauled in line with the expressed government intent to ensure a more rigorous approach to the management of risk. The scope of that review is expressed in the following Bushfire Royal Commission view⁸:

There is a clear need for a wholesale review of the criteria used for mapping bushfire-prone areas for the purposes of applying planning and building controls. The criteria should specify that bushfire risk is to be mapped regardless of land tenure and the review should consider the following:

- *The inclusion of all vegetation types that carry a risk of bushfire that could pose a risk to life and property – in particular, grasslands, scrub and heath*
- *The identification of low, medium and high levels of bushfire risk*
- *The 100 metre margin applied to vegetation boundaries, with specific reference to the recent work of Risk Frontiers and to the proportion of house destruction that represents an acceptable level of risk*
- *The 5-hectare minimum patch size*
- *The methodology used in developing criteria for bushfire shelters (neighbourhood safer places)*
- *The impact of climate change projections of more frequent occurrence of catastrophic fire weather.*

The Committee understands the new fire control regime for planning schemes will be in place by September 2011 when the interim building regulations expire. There is the likelihood that the Committee's consideration of this issue may be overtaken by these circumstances.

However, in the interim, we consider it is important to adhere to the State-wide principles in the WMO Mapping Practice Note to ensure the consistency, transparency and equity of the regulatory framework. It is clear to the Committee that approximately the southern half of the review sites are within the 100m buffer from a patch of vegetation that meets the criteria established in the CFA Practice Note. The CFA Practice Note indicates that,

⁸ 2009 Victorian Bushfires Royal Commission, page 223

where properties are less than 10 hectares, the WMO will generally relate to property boundaries (or identifiable ground features such as rivers or roads).

The Committee sought advice from the CFA and Council on whether the WMO should extend further north into the farming land away from the fire threat. Both Mr Wyborn and Mr Gill agreed the WMO should be modified to reduce the extent of the overlay on the basis of the criteria in the WMO Mapping Practice Note. We also note the extent of the WMO further to the east along the coast should be determined before the Minister considers the recommendations of this report.

Therefore the Committee supports:

- the application of the review sites within the WMO; and
- on the large residual lot, removal of the WMO from land that is more than 100 metres from the qualifying patch of vegetation to the south and north-west.

The retention of a permit trigger for a dwelling is an important consideration for the Committee in supporting the retention of the WMO. In 2003 the use of the Section 173 agreement was instituted to ensure measures to address fire risk (and other matters) were implemented because a planning permit was not required for the use and development of the land for a dwelling under the zone. Thus, irrespective of the WMO, there is currently an obligation for development of these lots to address the range of matters identified in the Design and Siting Guidelines to the satisfaction of the CFA. It was apparent at the consultation that the implications of that element of the existing Agreement were less transparent than under a WMO.

This 'gap' in the planning framework relating to the management of fire risk for the review sites has been addressed by the inclusion of the land in the WMO. We agree there is a fire threat, there is compliance with the CFA mapping criteria and the WMO (or the future new bushfire provisions) is the appropriate mechanism to enable the consideration of measures to mitigate fire risk in future development decisions. The WMO should make the fire related provisions of the Agreement redundant. Ongoing reliance on dated guidelines under the current Agreement may cause ambiguity for both future landholders and decision makers and it may be appropriate to revisit the Agreement.

At the Consultation meeting a range of options for the management of the review sites were discussed. On the basis the WMO was retained, all parties were offered an opportunity to respond to the proposition put by the Committee of establishing a referral agreement between Council and the CFA for the review sites that identified:

- a BAL for nominated building envelopes;
- a defensible space;
- water supply; and
- vegetation management for each lot.

A planning permit would still be required but the benefit of a referral agreement is it would avoid a referral to the CFA as it had agreed in advance on the conditions it would require on a planning permit. This would expedite approvals and provide greater certainty for permit applicants, while reducing resource demands on the CFA. This proposition was supported by all parties, however the CFA commented it was the responsibility of the landowner to determine the BAL; and not the CFA. The Committee referred to the Terramatrix report and the efficiencies and certainty that could be gained by a similar approach for the Lots 1-20 that set a BAL for each lot. It was noted that Mr Ware as the majority landowner is in the best position to initiate this process. Mr Wyborn suggested that a BAL of 29 may well prove to be more onerous than justified given the outcome of the Terramatrix assessment, which was based on similar vegetation in the Cape Patterson, and the substantial setback to the building envelopes. Mr Schrape advised many of the passive solar design features they intend to incorporate in their home are compatible with requirements to meet a BAL 19 rating (or lower).

2.2 Conclusions

- The application of the WMO on the review sites (Lots 1-20) in Harmers Haven is consistent with the methodology set out in the CFA Land Use Planning Practice Note 0005 - Wildfire Management Overlay Mapping Process.
- The extent of the WMO on the farming land north of the review sites should be reduced to accord with criteria in that Practice Note.
- A 'referral agreement' between the CFA and Council based on accepted BAL levels (provided by the landowners) would provide greater certainty and expedite approval processes.

2.3 Recommendations

Retain the WMO on Lots 1-20 Viminaria Road Harmers Haven.

Modify the extent of the WMO on land to the north of the review sites to accord with the criteria in the CFA Land Use Planning Practice Note 0005 - Wildfire Management Overlay Mapping Process.

Review the extent of the WMO further to the east along the coast.

The CFA and Council work towards a 'referral agreement' to provide greater certainty and expedite approval processes.

Appendix A Standing Advisory Committee Terms of Reference



TERMS OF REFERENCE

Standing Advisory Committee

Application of the Wildfire Management Overlay Introduced by the Minister for Planning

1.0 Purpose

The purpose of the Standing Advisory Committee is to assess any submission referred to it and to make recommendations as to whether a change to the application a Wildfire Management Overlay introduced by the Minister for Planning after 31 October is warranted.

2.0 Background

2.1 Wildfire Management Overlay

The purpose of the WMO is to:

- identify areas where the intensity of wildfire is significant and likely to pose a threat to life and property
- ensure that development includes specified fire protection measures and does not significantly increase the threat to life and property from wildfire
- detail the minimum fire protection outcomes that will assist to protect life and property from the threat of wildfire.

The WMO identifies areas where there is the potential for loss of life and property in a 1:50 year fire scenario. Under this fire scenario, development requires special protection to withstand the passage of the fire. This protection includes moderating the intensity of the fire through vegetation management and aiding fire suppression through the provision of water and access for emergency vehicles.

WMO maps are prepared by the Country Fire Authority (CFA) based on vegetation density and then 'ground truthed' using local knowledge of potential fire behaviour to check for data accuracy, vegetation changes and practical application.

Ground truthing will normally involve council planners, building surveyors and local and regional CFA staff. The CFA staff coordinates ground truthing through its regional offices.

2.0 Application of the WMO

The CFA has identified areas in 26 municipalities where the WMO should be applied. The amendments to apply the WMO to these areas will be prepared and approved by the Department of Planning and Community Development (DPCD) under delegation from the Minister for Planning and without notice under section 20(4) of the *Planning and Environment Act 1987*.

When the amendments come into effect a notice will be published in a local newspaper circulating in the area where the WMO has been applied to advise the public that:

- the WMO had been applied in the municipality;
- land where the WMO applies can be viewed online or at the offices of the Council;
- they can make a submission to the Minister for Planning to request a change to the application of the WMO if they consider it has been applied in error; and
- the Minister for Planning has established a Standing Advisory Committee to assess submissions and to make recommendations as to whether a change to the application a Wildfire Management Overlay is warranted.

3.0 Scope

The Standing Advisory Committee will consider any submission on the application of the Wildfire Management Overlay (WMO) that the Minister for Planning or his delegate refers to it.

The Minister for Planning or his delegate will only refer submissions that:

- relate to a WMO introduced by the Minister for Planning under section 20(4) of the *Planning and Environment Act 1987* after 31/10/09; and
- request a change to the application of a WMO.

The Standing Advisory Committee will assess any submission referred to it and make recommendations as to whether a change to the application of a WMO is warranted. Where the Standing Advisory Committee recommends that a change to the application of a WMO is warranted, it will specify the required changes.

4.0 Review and reporting methodology

In order to meet timeframes, the WMO submissions will be assessed by the Standing Advisory Committee using the following process:

- | | |
|---------------|--|
| Step 1 | DPCD refers the submission to the Standing Advisory Committee.
DPCD provides all information relevant to the amendment that introduced the WMO.
DPCD provides the response or comments to the submission from the CFA and the Council. |
| Step 2 | The Chair of the Standing Advisory Committee will nominate members to consider the submission and to prepare a report for the Minister for Planning or his delegate. |
| Step 3 | The Standing Advisory Committee, as necessary, consults with the submitter, CFA, Council, DPCD and other relevant experts or stakeholders. |
| Step 4 | The Standing Advisory Committee assesses the material before it and prepares a brief report making recommendations on the submission to the |

Minister for Planning or his delegate,

There will not be a formal hearing process for each submission. The submission and accompanying information will be the principal means of providing input to the Standing Advisory Committee process. However, and at its discretion, the Standing Advisory Committee may consult with any party and may invite the submitter and any other stakeholder to meet to assist with their assessment of the submission.

In addition to any submissions or comments it receives, the Standing Advisory Committee will have regard to the following matters in making its assessment:

- the purpose of the Wildfire Management Overlay; and
- CFA Land Use Planning Practice Note 0005 - *Wildfire Management Overlay Mapping Process*.

5.0 Timing

The Advisory Committee should endeavour to submit its report within 15 days from the conclusion of any consultation.

6.0 Consultation

The Standing Advisory Committee may inform itself in any way it sees fit, including written or verbal information or meeting with submitters, Council, CFA and other stakeholders. Any such information or advice will be openly disclosed through the final report (unless it is of a confidential nature).

Any meetings will be conducted in an open, orderly and timely manner, with the minimum of formality and without the need for legal representation.

7.0 Outputs

The Advisory Committee is to provide a brief report that:

- Summarises and responds to key issues.
- Recommends whether WMO should be changed.
- Lists any additional information sought as part of the Standing Advisory Committee process and specifies the information sources.

The Standing Advisory Committee may provide an on the spot recommendation, followed up by a short written report.

8.0 Standing Advisory Committee membership

The membership of the Standing Advisory Committee is:

- Cathie McRobert - Chair
- Chris Banon
- David Merrett
- Peter Sheehan

An Advisory Committee of a minimum of two members from the above list will be convened for each matter. The full Standing Advisory Committee does not need to meet to consider every proposal. The Chair will be responsible for signing off on each report.

9.0 Costs

The fee for the Standing Advisory Committee will be set at the current rates for an Advisory Committee appointed under section 151 of the *Planning and Environment Act 1987*.

10.0 Project support

The Standing Advisory Committee will be supported by a nominated DPCD planning officer. The project support officer will assist with administrative functions, source any required further information, and provide assistance with the review. The initial contact for the DPCD is:

Name: Joel Twining
Senior Planner
Department of Planning and Community Development
Phone: 9637 9489
E-mail: joel.twining@dpcd.vic.gov.au

Appendix B List of Acronyms

AS3959-2009	Australian Standard 3959-2009, Construction of buildings in bushfire-prone areas
BAL	Bushfire Attack Level
CFA	Country Fire Authority
LPPF	Local Planning Policy Framework
MAV	Municipal Association of Victoria
SPPF	State Planning Policy Framework
The Act	<i>Planning and Environment Act 1987</i>
The Council	Shire of Bass Coast
The Planning Scheme	Bass Coast Planning Scheme
VPPs	Victoria Planning Provisions
Zones and Overlays	
DPO	Development Plan Overlay
FZ	Farming Zone
LDRZ	Low Density Residential Zone
PCRZ	Public Conservation and Resource Zone
TZ	Township Zone
WMO	Wildfire Management Overlay