



Irrigation Development Information Package

Regional Irrigation Development Guidelines

Northern Victoria

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NORTH CENTRAL
Catchment Management Authority



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Introduction & Overview

Irrigation Development Guidelines – What are they and why are they needed?

The Irrigation Development Guidelines are a tool to help you meet the planning and licensing requirements for irrigation development. The Guidelines are in the form of an approvals process and are a requirement for some water-use licence and works licence applications.

The key purpose of the Guidelines is to ensure that irrigation development continues in a sustainable manner by minimising negative impacts on the environment and other people.

The Guidelines help mitigate risks associated with applying water to land and ensure improved water efficiency through application of higher irrigation standards. They also guide protection and enhancement of biodiversity and heritage values.

When do the Irrigation Development Guidelines Apply?

Water-Use Licence

The Irrigation Development Guidelines will apply to applications for, or variations to, water-use licences for irrigation purposes where the proposed irrigation development:

1. Will occur on land for which there has never been a water-use licence.
2. Involves an increase in the annual use limit in an existing water-use licence.
3. Involves an increase in the area to be irrigated in an existing water-use licence.

Works Licence

The Irrigation Development Guidelines apply for all applications for a new works licence (Section 67), or renewal or variation of an existing works licence for irrigation purposes.

Roles and Responsibilities in Approving Irrigation Development

The roles and responsibilities of the key agencies/ organisations in the operation of the Irrigation Development Guidelines are provided as a guide. The role of the Irrigation Development Coordinator will be discussed in the Process and Management section.

Department of Sustainability and Environment

- Enforces compliance with Works Licence conditions in relation to its statutory obligations.
- Advises local government on native flora and fauna issues.
- Manages Crown land and the licensing and use of that land (including unused roads).

Catchment Management Authority

- Audits compliance with the Irrigation Development Guidelines and advises Victorian Government accordingly.
- Provides a single referral contact for all Irrigation Development Guideline related matters.

Rural Water Corporation (Goulburn-Murray Water)

- Issues licences for new development in accordance with the Guidelines.
- Determines the availability of supply delivery capacity necessary for the development to proceed.
- Approves farm irrigation systems in accordance with the Irrigation Development Guidelines.
- Collects, manages, and reports on new irrigation development levies relevant to land and water protection.
- Issues Water-Use Licences, Works Licences and Take and Use Licences.
- Enforces compliance with licence conditions.

Department of Primary Industries

- Provides impartial advice to private land managers on irrigation system selection.
- Provides a single referral contact for all Irrigation Development Guidelines related matters.
- Provides advice on water use efficiency including whole farm planning, reuse system and automated irrigation.
- Provides advice on best practice for protection and enhancement of biodiversity assets.

Local Government

- Assesses/issues planning permits associated with development including subdivisions, native vegetation removal, zoning, dams, roads and other issues.
- Enforces compliance of planning permit conditions.

Process and Management

The Irrigation Development Guidelines – A Risk Based Approach

The Irrigation Development Guidelines approvals process (IDG process) has been designed to minimise the costs and obligations to the proponent by utilising a number of risk assessments. The assessment process ensures an appropriate level of assessment is conducted to meet the risks identified. In other words, your requirements to provide information and demonstrate that environmental risks can be minimised are dependant on the scale of the assessed risk.

What is the Role of the Irrigation Development Coordinator?

The Irrigation Development Coordinator will be your guide through the Irrigation Development Guidelines process. The Coordinator will be your point of contact through the approvals process of meeting the Guidelines.

In guiding you through the approvals process, the Irrigation Development Coordinator will:

- Confirm that your licence application has been submitted (and has triggered the process);
- Help you to complete a Development Proposal;
- Undertake an initial assessment of your application and proposal and provide you with an indication on the likelihood of the proposal being approved;
- Inform you of the technical requirements of complying with the approvals process;
- Monitor your progress through the process;
- Coordinate and compile the outcomes of any assessments and investigations; and
- Notify Goulburn-Murray Water once all investigations have been completed.

Technical Requirements of the Irrigation Development Guidelines

A technical requirement can be described as a professional report or product that is produced by a suitably qualified or experienced person to address a need for specific information.

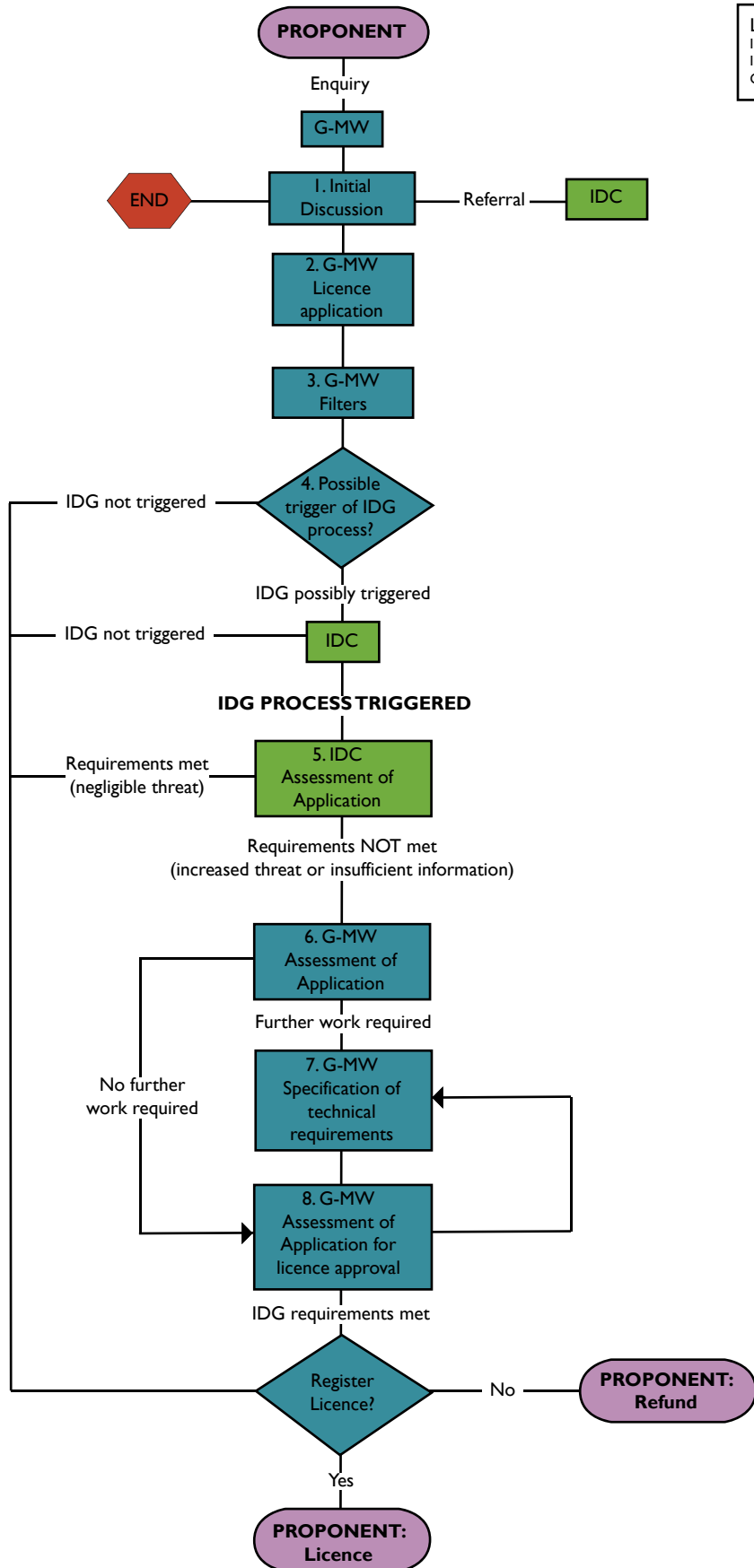
As part of the Irrigation Development Guidelines, you may be required to provide technical information. The Irrigation Development Coordinator is responsible for informing you of the technical requirements of the Irrigation Development Guidelines and for recording whether the technical requirements are met. It is your responsibility to ensure the technical requirements are

completed. The Irrigation Development Coordinator will advise Goulburn-Murray Water of the outcomes of the technical assessments.

The technical requirements of the Irrigation Development Guidelines are:

- **Prepare an Irrigation and Drainage Plan**
An Irrigation and Drainage Plan demonstrates how your development will adhere to the minimum standards of irrigation development, including the Victorian Government's Water Use Objectives. It will also assist in obtaining local government planning approvals where required.
- **Meet the Water Use Objectives**
As part of the licensing and Irrigation Development Guidelines process, applications will be assessed to determine whether the Water Use Objectives are met and will be approved or not approved accordingly. The Water Use Objectives that must be addressed relate to:
 - Managing groundwater infiltration;
 - Managing disposal of drainage;
 - Minimising salinity;
 - Protecting biodiversity; and
 - Minimising cumulative effects of water use.
- **Gain appropriate planning approvals**
Where local government planning approval is required, the relevant Local Government must approve the development before works proceed. Your *Irrigation and Drainage Plan* may form part of the documentation required for local government approval. Your Irrigation Development Coordinator can assist you with these requirements.
- **Satisfy Cultural Heritage requirements**
Cultural Heritage places and objects are protected through legislation. Where the Irrigation Development Coordinator identifies potential risks to cultural heritage posed by your proposal, cultural heritage approval must be given before works can proceed.
- **Satisfy Flora & Fauna requirements**
The flora and fauna requirements help to ensure your proposal does not pose an unacceptable risk to native flora and fauna.

The Irrigation Development Guidelines Process



LEGEND

IDC Irrigation Development Coordinator
 IDG Irrigation Development Guidelines
 G-MW Goulburn-Murray Water

What is the Process for approving my Irrigation Development?

The Irrigation Development Guidelines are represented in the above flow diagram. Each step in the process is numbered from 1 to 8.

Step 1. Initial Discussion

You should first discuss your proposal with Goulburn-Murray Water to determine if there are any likely impediments to your application being rejected (i.e no infrastructure in place to deliver water or insufficient delivery share in channel). At this time you may either choose not to proceed, or you can submit the relevant licence applications.

Step 2. Licence Application

Goulburn-Murray Water will process your application upon receiving the application and associated fees.

Step 3. Goulburn-Murray Water Filters

Goulburn-Murray Water checks the application against an application filtering system to determine if the application triggers the Irrigation Development Guidelines process (step 4).

Step 4. Possible Trigger of the Irrigation Development Guidelines

If the filtering does not identify the application as potentially triggering the Irrigation Development Guidelines, then your application will be processed and your licence will be either approved or, if it is deemed that there is reason not to approve the licence it will be rejected and you will be refunded a portion of your application costs. If the application triggers the Irrigation Development Guidelines it will be referred to an Irrigation Development Coordinator.

Step 5. Irrigation Development Coordinator Assessment of Application.

Upon receiving your application, the Irrigation Development Coordinator will contact you to arrange a meeting at the proposed development site. At this time the Coordinator will assist you in compiling a development proposal and will undertake an initial risk assessment. If the Irrigation Development Coordinator is satisfied that your proposal presents a negligible environmental threat, the Coordinator will inform Goulburn-Murray Water and your application will be processed as per the normal licensing process. If the Coordinator assesses your proposal as posing a threat, or if the assessment cannot determine the threat, the

Coordinator will refer your development proposal back to Goulburn-Murray Water for assessment.

Note: The Irrigation Development Coordinator may recommend that you complete several requirements regarding cultural heritage, local government planning or native flora and fauna. These requirements are outside the Goulburn-Murray Water licensing process but must be satisfied before works are undertaken.

Step 6. Goulburn-Murray Water Assessment of Application

The Goulburn-Murray Water Assessment will cost \$1000, which covers a detailed analysis of the information the Irrigation Development Coordinator provides from your Development Proposal and available regional and agency datasets. At the end of this analysis, Goulburn-Murray Water may inform you that it is satisfied your development poses no significant threat to the Water-Use Objectives and will process your licence accordingly. If the assessed threat from the Goulburn-Murray Water Assessment is high, or the regional datasets do not provide an acceptable understanding of the threat on your property, Goulburn-Murray Water may specify that you undertake work (Step 7).

Step 7. Goulburn-Murray Water Specification of Proposal

After an Assessment of your Application (Step 6), you may be required to undertake further work to provide information regarding the design and threats posed by your irrigation system. You will be informed of the requirements in a letter which will outline the additional information and how you go about compiling this information. Requirements may include, but are not restricted to; drilling to identify aquifers, soil surveys and an Irrigation and Drainage Plan. The specification will inform you of the level of assessed risk that your application must achieve to be approved. The specification will also state fees that will be required to be paid for re-assessment of your application which are calculated at \$110 per hour. Once you have completed your requirements, you must submit them to the Irrigation Development Coordinator, who will forward the information to Goulburn-Murray Water for re-assessment (Step 8). If you are required to complete any requirements relating to cultural heritage, local government planning or native flora and fauna, then the Irrigation Development Coordinator will forward the outcomes of these assessments to Goulburn-Murray Water.

Step 8. Goulburn-Murray Water Final Assessment

The additional information you provide will be included in the risk assessment of your proposal. If your proposal is found to pose an unacceptable threat that cannot be reasonably mitigated you will be informed that your application has been rejected. If your proposal has identified that threats are low or can be mitigated by proposed actions (i.e groundwater pumping, buffer zones) then your application will be processed and a licence will be granted. In the event that you have not met the specification requirements (Step 7), or need to demonstrate your proposed threat mitigating actions, you will be advised of the remaining work to be carried out. You will also be advised of the Goulburn-Murray Water Final Assessment Fee for the additional assessment.

How much will it cost?

The total cost of complying with the Irrigation Development Guidelines will depend on the assessed level of risk and your requirements to demonstrate that the risks can be minimised. The costs arise from Goulburn-Murray Water application assessment fees and your own costs associated with meeting the requirements of the approval process (eg. Irrigation Drainage and Environmental Plan).

Goulburn-Murray Water Fees

Water-use Licence Application Fee - \$350 to cover the costs associated with an initial assessment of your application. If your proposal is considered by the Irrigation Development Coordinator to be a low risk, this fee may be your only cost in relation to the Irrigation Development Guidelines. This fee applies to applications to issue or vary a Water-Use Licence.

Works Licence Application Fees – Costs for Works Licence applications vary, depending on the type of works. The fee covers the costs associated with initial assessment of your application and necessary inspections of the site by Goulburn-Murray Water.

Goulburn-Murray Water Assessment of Application Fee - \$1000 to cover the costs associated with conducting a detailed risk assessment with your application. This fee will only apply to development proposals that are considered to be a medium to high risk.

Goulburn-Murray Water Final Assessment Fee
- Based on a rate of \$110/hr to cover the costs of reassessing your development proposal. This fee is only

applied where the Goulburn-Murray Water Assessment of Application highlighted a need for further information. Only those components requiring further information are reassessed at this time, reducing the cost to you. The actual fee will be advised by Goulburn-Murray Water when a specification for additional work is issued.

Proponent costs

Depending on the level of risk involved with your proposal, you may be required to undertake some or all of the Irrigation Development Guidelines components.

Irrigation and Drainage Plan (IDP) – Costs for an IDP are generally in the order of several thousand dollars and are often costed on a per hectare basis.

Soil Survey – Costs are dependant on the number of samples tested and are typically in the order of a few thousand dollars.

Cultural Heritage Referral – Your development proposal may be sent to your local indigenous group who may wish to assess risks to cultural heritage. Some groups may charge an application processing fee. If risks to cultural heritage are considered high, a *Cultural Heritage Management Plan* may be requested, to be completed by a suitably qualified professional and the costs met by you. Costs for these services may vary considerably but are typically between several hundred to several thousand dollars, depending on the size of the proposal and detail required.

How long will it take to complete the Irrigation Development Guidelines?

The length of time it will take to comply with the Irrigation Development Guidelines will depend on the level of assessed risk of your irrigation development proposal and your requirements to provide technical information. The average time to complete the Guidelines is several months, or longer if the assessed risk of your proposal is high.

Can I Appeal if my Development is not Approved?

There is a three level appeals process for dispute resolution that you can access. You are encouraged to attempt a resolution at each level of appeal before you can take the matter to a higher level. The three levels of appeal are:

- Operational Review
- Inter-Agency Panel Review
- Victorian Civil Administrative Tribunal.

Operational Review Procedure

1. Upon lodgement of an appeal or request for a review to Goulburn-Murray Water, the Catchment Management Authority and the Irrigation Development Coordinator will be notified.
2. A Goulburn-Murray Water representative will interview you to determine the grounds for lodging an appeal.
3. A preliminary investigation will be conducted by Goulburn-Murray Water in consultation with the Irrigation Development Coordinator and the Catchment Management Authority. The investigation will include a review of the application of the Irrigation Development Guidelines.
4. If the dispute is not satisfactorily resolved you may request that the appeal be taken to an Inter-Agency Panel.

Inter-Agency Panel Review Procedure

5. The Inter-Agency Panel, chaired by the Catchment Management Authority, will include a representative of the relevant Goulburn-Murray Water, Water Services Committee, the Catchment Management Authority Implementation Committee, and the Department of Sustainability and Environment.
6. Goulburn-Murray Water will provide the Panel with a report of their preliminary investigations and a review of compliance with the Irrigation Development Guidelines.
7. The Panel will review the information provided, including your grounds for appeal and determine an appropriate resolution.
8. If the dispute cannot be resolved by the panel, you may take the dispute to the Victorian Civil Administrative Tribunal (VCAT).



Development Proposal

What is a Development Proposal?

A Development Proposal is a record of information relating to your proposed irrigation development. It helps to identify your property, your proposed development and any key environmental or relevant information.

How do I create a Development Proposal?

Your Irrigation Development Coordinator will assist you in completing a Development Proposal. This is typically undertaken during the first visit to the development site by the Irrigation Development Coordinator. At this time, the Irrigation Development Coordinator may assist you with locating soil maps, aerial photographs, overlays and vegetation information.

The Irrigation Development Coordinator will provide guidance and advice to assist you to prepare a general plan of your development to accompany the details from the standardised proposal.

What is the Development Proposal used for?

The Development Proposal will assist the Irrigation Development Coordinator to make an initial assessment of your proposal. This assessment determines whether the information provided is sufficient to assess the threats posed by the proposal and if the threats are significant enough to trigger the Irrigation Development Guidelines process. It is important that the information provided is accurate and as complete as possible as a failure to fully disclose details of your property or proposal may result in unnecessary costs to yourself.

The initial Development Proposal that you fill out will become the base of information relating to your Development Proposal. As you complete the technical requirements, the Irrigation Development Coordinator will include them as part of your Development Proposal.

What if I change my plans?

If you decide to change a component of your original proposal you should inform your Irrigation Development Coordinator. The Coordinator will assist you in updating the standardised Development Proposal and any other necessary documentation. The Irrigation Development Coordinator will also inform any relevant agencies of the change to ensure all the involved parties are assessing your proposal against your current intentions.



Irrigation and Drainage Plan

What is an Irrigation and Drainage Plan?

An Irrigation and Drainage Plan is a graphical representation of your proposed Irrigation Development, which is supported by technical information. An Irrigation and Drainage Plan should identify how the land is to be irrigated; what the likely impacts on the environment are and how they are minimised. An Irrigation and Drainage Plan consists of five main components:

- A Base Plan of the proposed development;
- A Topographical Survey (elevation contours of land);
- A soil assessment;
- The irrigation design; and
- Drainage management.

Each component of an Irrigation and Drainage Plan is required to detail a minimum amount of information. An Irrigation and Drainage Plan cannot be approved if it does not contain the minimum specified details. Your Irrigation Development Coordinator may specify additional requirements for further detail where a particular environmental risk is considered high.

An Irrigation and Drainage Plan becomes a permanent record of how water is managed on your property and will be stored in the State Water Register.

Do I have to complete an Irrigation and Drainage Plan?

The Irrigation Development Guidelines approvals process require an Irrigation and Drainage Plan before approval will be given for your development to proceed. The Irrigation Development Coordinator will inform you of your requirements.

How do I complete an Irrigation and Drainage Plan?

The following outlines the procedure for undertaking an Irrigation and Drainage Plan:

1. Before the start of the development of the Irrigation and Drainage Plan the Irrigation Development Coordinator determines, with you, the area of the property that should be included.
2. You employ a suitably qualified private irrigation designer to undertake the development of the irrigation and drainage plan.

3. The designer undertakes a topographical survey of the property. If a soil survey is required this will also be undertaken at this time either by the irrigation designer or another suitably qualified consultant.
4. You should meet with the designer and the Irrigation Development Coordinator to discuss some preliminary options for the development. (In most cases this will involve more than one meeting.)
5. The designer uses information gathered from these meetings to develop a detailed preliminary design relating to irrigation and drainage for the property.
6. The designer meets with you and the Irrigation Development Coordinator to discuss the Irrigation and Drainage Plan.
7. The Irrigation Development Coordinator forwards the Irrigation and Drainage Plan to Goulburn-Murray Water for comment.
8. Goulburn-Murray Water provides comment and recommendations on the Irrigation and Drainage Plan back to the you and the Irrigation Development Coordinator.
9. The designer prepares the final Irrigation and Drainage Plan incorporating Goulburn-Murray Water's recommendations.
10. The Irrigation and Drainage Plan will be forwarded to Goulburn-Murray Water for approval.
11. You will need to submit the plan to local government to seek planning approval where it is required by your local shire.
12. The Irrigation Development Coordinator will advise Goulburn-Murray Water of the approved status of the final plan.

Note: An Irrigation and Drainage Plan includes all of the aspects of the proposed development, such as engineering, environmental, property management and agronomic. Agencies may provide specifications or recommendations regarding information that you will need to include in the Irrigation and Drainage Plan.

Do I need my Irrigation and Drainage Plan approved before I undertake works?

Yes. Before undertaking any works on your property that relate to your irrigation development you must gain the appropriate approvals.

Irrigation Development Coordinator

The Irrigation and Drainage Plan must meet the approval of the Department of Primary Industries (in most cases this will involve the Irrigation Development Coordinator). If the Irrigation Development Coordinator believes that further work is required to the Plan then you must have this work done before approval will be given.

Goulburn-Murray Water

The Irrigation and Drainage Plan must be endorsed by Goulburn-Murray Water prior to licensing. Conditions outlined in the Irrigation and Drainage Plan may form the Water-Use Conditions specified in your Water-use Licence.

Local Government

In some municipalities, planning requirements relating to drainage, flooding, native vegetation, waterways, cultural heritage and earthworks must be met. In these municipalities, the Irrigation and Drainage Plan will require planning approval before the development takes place.



Cultural Heritage Requirements

What is Cultural Heritage?

Aboriginal Cultural Heritage includes places of significance, objects and archaeological sites. Aboriginal Cultural Heritage is an important part of the Victorian landscape. It provides us and our landscapes with a direct link to Aboriginal history, ancestry and spiritual belief. Evidence of Aboriginal occupation can be found across the Victorian landscape and is protected through legislation.

What are my requirements to protect Cultural Heritage?

When planning an irrigation development, you are required to consider Aboriginal Cultural Heritage. Cultural Heritage forms part of the Irrigation Development Guidelines process. Your actual requirements depend on whether your property has known Aboriginal significance or objects upon it, or whether your proposal is likely to affect any areas of cultural heritage sensitivity.

There are processes in place by which Aboriginal cultural heritage can be protected and managed, with the involvement of Registered Aboriginal Parties, while allowing development to proceed. This process is referred to as a Cultural Heritage Management Plan.

Cultural Heritage Management Plans are required for high impact activities proposed for culturally sensitive areas. High impact activities include significant changes in land use and major earthworks (including grading, excavating, digging, dredging or deep ripping).

What are Areas of Cultural Heritage Sensitivity?

Areas of Cultural Heritage Sensitivity are:

- A registered Cultural Heritage Place, and within 50 metres of a registered place;
- Named waterways (with a name registered under the Geographic Place Names Act 1998), and within 200 metres of named waterways;
- Prior waterways, and within 200 metres of prior waterways;
- Ancient lakes, and within 200 metres of ancient lakes;
- Declared Ramsar wetlands, and within 200 metres of a declared Ramsar wetland;
- Parks (under National Parks Act);
- High plains;
- Greenstone outcrops;
- Volcanic cones of western Victoria;

- Caves;
- Lunettes;
- Dunes.

What is a Cultural Heritage Management Plan?

A Cultural Heritage Management Plan is a written report, prepared by a Cultural Heritage Advisor, containing the results of an assessment of the potential impact of the proposed development on Aboriginal Cultural Heritage. It outlines the measures to be taken before, during and after development in order to protect Aboriginal Cultural Heritage in the development area. The Plan will be produced in consultation with Aboriginal community representatives to identify and assess cultural heritage values and, where appropriate, outlines management recommendations.

What is the process for meeting Cultural Heritage Requirements?

To ensure Cultural Heritage requirements are met, the following procedure will be used:

1. Following the initial inspection of the property the Irrigation Development Coordinator will assist you to determine if the proposal is a high impact activity occurring in a culturally sensitive area and whether you will be required to undertake a Cultural Heritage Management Plan.
2. If it is determined that the proposal is exempt from undertaking a Plan then no further assessment regarding cultural heritage is required. Note: You can still develop a voluntary plan if you wish.
3. If it is determined that the proposal will be required to undertake a Cultural Heritage Management Plan then you will be required to engage a Cultural Heritage Advisor to prepare the Plan. You will also be required to notify a representative of Aboriginal Affairs Victoria and your local Registered Aboriginal Parties of your intentions to prepare a plan.
4. The Registered Aboriginal Parties have 14 days to respond if they wish to evaluate your Plan. If the Registered Aboriginal Parties do not respond or elects not to evaluate your Plan, Aboriginal Affairs Victoria assumes the duties of the Registered Aboriginal Parties.
5. Your Cultural Heritage Advisor prepares the Plan.

6. You submit the finished Plan to the Registered Aboriginal Parties and/or the Aboriginal Affairs Victoria.
7. The Registered Aboriginal Parties/Aboriginal Affairs Victoria has 30 days to review the Plan and notify you of their decision (on whether to approve or reject).
8. If your Plan is refused you can appeal the decision to the Victorian Civil Administrative Tribunal (VCAT).
9. The Irrigation Development Coordinator forwards the approval plus any recommendations to Goulburn-Murray Water.

What Cultural Heritage Approvals do I need? Registered Aboriginal Party

The Registered Aboriginal Party or Parties are responsible for approving your Cultural Heritage Management Plan and responding to your notification of intention to prepare a plan. Approval from all involved Registered Aboriginal Parties is required before works are undertaken. Where no Registered Aboriginal Party exists, approval from Aboriginal Affairs Victoria is required.

Irrigation Development Coordinator

The Irrigation Development Coordinator is responsible for informing you of your Cultural Heritage assessment requirements but you are responsible for ensuring your requirements are met.

Goulburn-Murray Water

Goulburn-Murray Water does not require notification of the Cultural Heritage assessment however it must be informed of any ruling or decision that forbids the development to proceed.

Proponent (You)

The onus rests with you to receive appropriate approval prior to the commencement of works.

What happens if I discover Aboriginal artefacts while undertaking works?

Should the situation arise where you discover Aboriginal artefacts while undertaking works then all works should cease immediately and you should contact Aboriginal Affairs Victoria for advice. If you have a Cultural Heritage Management Plan it may contain instruction on measures to undertake should Aboriginal artefacts be found.



Native Flora and Fauna Assessment

What is the Native Flora and Fauna Assessment?

The purpose of the Native Flora and Fauna Assessment is to:

- Gather information on existing native flora and fauna at the development site.
- Determine what impact the proposed development may have on the native flora and fauna and assist you in determining ways to mitigate those risks.

The Native Flora and Fauna Assessment involves a three-stage assessment process involving the Irrigation Development Coordinator and, where needed, a Department of Sustainability and Environment Native Vegetation Officer. Finally, Local Government is responsible for specifying vegetation offsets (plantings) where vegetation removal is required and approved.

What are the Flora and Fauna Requirements?

The Flora and Fauna Requirements are the approval requirements for:

- Local Government
- State Government
- Federal Government.

The requirements relate to the legislated protection of significant species of flora and fauna, and the processes regarding vegetation removal and vegetation offsets. These requirements will be considered in the process of the Native Flora and Fauna Assessment.

What is the Process for meeting the Native Flora and Fauna Requirements?

1. During the initial site visit, the Irrigation Development Coordinator will gather information relating to flora and fauna in the development proposal. This may include aerial photos and on-ground photographs of the relevant present flora and/or fauna.
2. If it is identified that the proposal may in any way compromise existing native flora or fauna the Irrigation Development Coordinator will forward relevant information to the local Department of Sustainability and Environment Native Vegetation Officer.

3. The Native Vegetation Officer will determine if the proposal poses a risk to the flora/fauna and if a pre-planning permit application meeting is required. If a meeting is required, the Irrigation Development Coordinator will arrange for a site visit with the Native Vegetation Officer.
4. At the pre-application site meeting the Native Vegetation Officer will discuss the need to avoid or minimise the threats to the native vegetation and also discuss the need for offsets if native vegetation is to be removed or damaged. In some cases a native vegetation management plan may be required.
5. If the proposed development requires the removal, destruction or lopping of vegetation you will be required to apply for a permit through your local government. At this time you will be asked to fill out a "Native Vegetation: planning permit applicant's kit". This kit can be found on the Department of Sustainability and Environment website at www.dse.vic.gov.au
6. Local Government will often refer the application to the Department of Sustainability and Environment for comment. Local Government may also notify other authorities or even neighbouring landowners.
7. Local Government will notify you regarding the success of your application.

Will I have Vegetation Offsets Requirements?

Under State Government vegetation requirements, there is a goal to create a net gain in the extent and quality of native vegetation. These goals follow a three step approach whereby adverse impacts are first avoided, if this is not possible then impacts are minimised. Where impacts cannot be avoided, appropriate offsets (plantings) can be specified by local government.

In addition to offset requirements, you may be required to put in place buffer zones adjacent to sensitive or significant habitat in order to protect the existing vegetation. Buffer zones must be revegetated with appropriate indigenous species where revegetation is specified by an agency.

Irrigation Development Guidelines Approvals Process Checklists

The approvals checklists will assist you in tracking your progress through the various approvals processes in the Irrigation Development Guidelines. The checklists will help you understand what you are required to do.

Approval Requirements

The checklists below will be ticked by your Irrigation Development Coordinator to inform you of your requirements for approval. Note: Completing the requirements does not guarantee licensing approval. Licensing approval is dependant on your ability to mitigate the assessed risks identified by Goulburn-Murray Water.

Development Proposal

The checklist below outlines the major components of creating a development proposal. The Irrigation Development Coordinator will assist you in completing a development proposal.

- All parts of property documented.
- General irrigation layout completed.
- Locality Plan included.
- Proposal signed and dated by the Irrigation Development Coordinator and yourself.
- Development Proposal Complete.

Irrigation and Drainage Plan

The checklist below outlines the major steps in creating an Irrigation and Drainage Plan. The Irrigation Development Coordinator will assist you in developing a suitable plan.

- Irrigation Development Coordinator and you agree on the area to be included in the Irrigation and Drainage Plan.
- Irrigation Development Coordinator has provided you with the minimum requirements of an Irrigation and Drainage Plan.
- Goulburn-Murray Water has provided specified requirements (where applicable at this stage).
- You have employed a qualified Irrigation Designer.
- Designer has completed topographical survey.
- Soil survey complete (where specified).
- Discussions between the Irrigation Designer, Irrigation Development Coordinator and yourself regarding irrigation design completed.
- Irrigation Designer completes draft Irrigation and Drainage Plan.
- Irrigation Development Coordinator has forwarded Irrigation and Drainage Plan to Goulburn-Murray Water.
- Goulburn-Murray Water has provided comment and specifications back (where applicable).
- Final Irrigation and Drainage Plan prepared incorporating Goulburn-Murray Water comments.
- Submit Irrigation and Drainage Plan to Local Government (where required).
- Irrigation Development Coordinator forwards final Irrigation and Drainage Plan to Goulburn-Murray Water and informs of approval status.
- Irrigation and Drainage Plan requirements complete.

Cultural Heritage Requirements

Irrigation Development Coordinator has informed you that a Cultural Heritage Management Plan is required and has issued you with information.

- You employ cultural heritage advisor.
- Aboriginal Affairs Victoria (Department of Victorian Communities) and relevant Registered Aboriginal Parties notified of intention to prepare plan.
- Cultural Heritage Advisor prepares plan.
- Submit finished Cultural Heritage Management Plan to Registered Aboriginal Parties or Aboriginal Affairs Victoria.
- Registered Aboriginal Parties or Aboriginal Affairs Victoria has responded.
- Irrigation Development Coordinator notifies Goulburn-Murray Water of approved status and any recommendations regarding cultural heritage management.
- Cultural Heritage requirements complete.

Native Flora and Fauna Requirements

Irrigation Development Coordinator has referred proposal to a Native Vegetation Officer (Department of Sustainability and Environment)

- Native Vegetation Officer has discussed native flora and fauna requirements during site visit.
- A "Native Vegetation: planning permit applicant's kit" has been supplied, filled out and sent to Local Government.
- Local Government notifies of outcome of application and recommends requirements for vegetation offset planting if required.
- Native Flora and Fauna requirements complete.

Contacts

To get advice on your proposal contact your local Irrigation Development Coordinator or Goulburn-Murray Water.

Irrigation Development Coordinators

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