

LUAA Activity Information Checklist

This document sets out the information we require to assess the categorisation of an activity under the Dja Dja Wurrung Land Use Activity Agreement (LUAA). We require the below information for LUAA Notifications and LUAA enquiries.

(1) The name and contact details of the relevant parties, including:

- (a) **the Responsible Person** for the activity (as defined in section 27(1) of the *Traditional Owner Settlement Act 2010* ["Settlement Act"]). This is usually the land manager or the applicant for a Public Land Authorisation;
- (b) **the Decision Maker** for the activity (as defined in section 29 of the Settlement Act). This is usually the land manager or the entity that will issue a Public Land Authorisation;
- (c) **the project proponent who will carry out the activity**, including whether the proponent is a "State Agency" or a "Utility" (as defined in clause 19 of the LUAA).

(2) Information about the land affected by the proposed activity, including:

- (a) **a detailed description** of the area on which the activity is proposed, including:
 - (i) the street address and property identifier;
 - (ii) the land tenure including any relevant reservation, under what legislation the land is managed and who is responsible for managing the land;
 - (iii) an explanation of how the land is currently used; and
 - (iv) the total land area (e.g. square meters) to be disturbed by the activity (i.e. not only the dimensions of the proposed activity but also any associated works such as trenching, scraping, leveling, grading, fencing, or landscaping that will occur);
- (b) **maps, plans and/or images** of the area on which the activity is proposed, showing:
 - (i) how the land is currently used and the footprint of any existing infrastructure;
 - (ii) the footprint of the proposed activity; and
 - (iii) the whole of the parcel/s and external boundaries; and

- (c) whether the land is proximate to an area of cultural heritage sensitivity per ACHRIS (e.g. within 50m of a registered cultural heritage place or 200m of a waterway), whether the activity is of a nature that would likely impact cultural heritage, and whether there is an approved CHMP for the activity.

(3) Information about the proposed activity, including:

- (a) **a detailed description** of:
 - (i) the proposed activity; and
 - (ii) any other activity or project of which the activity is a part, and the relationship between the project and the proposed activity;
- (b) **the purpose of the proposed activity**, including whether it is a community or commercial purpose, or for a specified public work (as defined in clause 19 of the LUAA);
- (c) **the relevant period** during which the activity is proposed to be carried out;
- (d) **any plan/s** in relation to the activity, including design or construction plans, and a description of the method and depth of any earth works;
- (e) **any Public Land Authorisation (PLA)** (as defined in section 27(1) of the Settlement Act) required for the activity. **Please specify:**
 - (i) the purpose of the PLA;
 - (ii) the term or duration of the PLA;
 - (iii) the legislation and relevant section under which the PLA is to be granted;
 - (iv) the amount of any rental or other payments associated with the PLA, if any (including any periodic reviews or increases).
- (f) **Details of any other authority** under which the proposed activity is authorised, including whether the project has been declared to be a major or declared project according to legislation, or otherwise enabled through an Act of Parliament (include the relevant provisions of the act).