



# **COUNCIL MEETING**

## **AGENDA**

**Wednesday 11 September 2024**

**Commencing at 7:00pm**

**Wycheproof Supper Room  
367 Broadway, Wycheproof**

**Wayne O'Toole  
Chief Executive Officer  
Buloke Shire Council**

## **ORDER OF BUSINESS**

### **1. COUNCIL WELCOME AND STATEMENT OF ACKNOWLEDGEMENT**

#### WELCOME

The Mayor Cr Alan Getley will welcome all in attendance.

#### STATEMENT OF ACKNOWLEDGEMENT

The Mayor Cr Alan Getley will acknowledge the traditional owners of the land on which we are meeting and pay our respects to their Elders and to the Elders from other communities who maybe here today.

### **2. RECEIPT OF APOLOGIES**

### **3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

#### **RECOMMENDATION:**

That Council adopt the Minutes of the Council Meeting held on Wednesday, 14 August 2024.

### **4. REQUESTS FOR LEAVE OF ABSENCE**

### **5. DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST**

In accordance with Section 130 (2) of the Local Government Act 2020 Councillors who have a conflict of interest in respect of a matter being considered at this Meeting, must

- a) Disclose the conflict of interest in the manner required by the Council's Governance Rules 2020; and
- a) Exclude themselves from the decision making process in relation to that matter, including any discussion or vote on the matter at any Council meeting or delegated committee, and any action in relation to the matter.

Disclosure must occur immediately before the matter is considered or discussed.

### **6. QUESTIONS FROM THE PUBLIC**

NIL

### **7. PROCEDURAL ITEMS**

7.1	REPORT OF COUNCILLOR ASSEMBLIES	5
7.2	LETTERS OF CONGRATULATIONS AND RECOGNITION OF ACHIEVEMENT/AWARDS	9
7.3	CORRESPONDENCE INITIATED BY COUNCIL	10
7.4	STATUS OF ACTION OF PAST COUNCIL MEETING RESOLUTIONS	11
7.5	PLANNING APPLICATIONS RECEIVED - MONTHLY UPDATE	15
7.6	BUILDING PERMITS - MONTHLY UPDATE	17

### **8. GENERAL BUSINESS**

<b>8.1</b>	<b>POLICY REPORTS</b>	<b>18</b>
8.1.1	COUNCILLOR STAFF INTERACTION POLICY	18

<b>8.2</b>	<b>MANAGEMENT REPORTS</b>	<b>26</b>
8.2.1	COUNTRY FOOTBALL AND NETBALL PROGRAM - BIRCHIP LEISURE CENTRE CHANGEROOM UPGRADE STAGE 2	26
8.2.2	BULOKE PLANNING SCHEME AMENDMENT – IMPLEMENT PLANNING SCHEME REVIEW AND CORRECTIONS – SEEK AUTHORISATION FROM MINISTER OF PLANNING TO PREPARE THE AMENDMENT	82
<b>8.3</b>	<b>FINANCIAL REPORTS</b>	<b>100</b>
8.3.1	FINANCIAL AND PERFORMANCE STATEMENTS 2023/24	100
<b>8.4</b>	<b>ORGANISATIONAL REPORTS</b>	<b>176</b>
8.4.1	SWIMMING POOL SEASON 2024/25	176
<b>8.5</b>	<b>REPORTS FROM COUNCILLORS</b>	<b>178</b>
	NIL	
<b>9.</b>	<b>OTHER BUSINESS</b>	
<b>9.1</b>	<b>NOTICES OF MOTION</b>	<b>179</b>
	NIL	
<b>9.2</b>	<b>QUESTIONS FROM COUNCILLORS</b>	<b>179</b>
	NIL	
<b>9.3</b>	<b>URGENT BUSINESS</b>	<b>179</b>
	NIL	
<b>9.4</b>	<b>ANY OTHER BUSINESS</b>	<b>179</b>
<b>9.5</b>	<b>MATTERS WHICH MAY EXCLUDE THE PUBLIC</b>	<b>180</b>
	The Meeting may be closed to members of the public to consider confidential matters.	
9.5.1	CONTRACT NO C125 2024/25 – AGRN1037 FLOOD RECOVERY WORKS – MAJOR PATCHING PACKAGE CE-0004 & CE-0005	
	If the meeting has been closed it will be brought back into open session by resolution	
<b>10.</b>	<b>MEETING CLOSE</b>	

## NEXT MEETING

THE NEXT MEETING OF COUNCIL WILL BE HELD IN WYCHEPROOF SUPPER ROOM, 367 BROADWAY, WYCHEPROOF ON WEDNESDAY, 9 OCTOBER 2024 AT 7:00PM.

**Wayne O'Toole**  
**CHIEF EXECUTIVE OFFICER**

**6. QUESTIONS FROM THE PUBLIC**

Nil

## 7. PROCEDURAL ITEMS

### 7.1 REPORT OF COUNCILLOR ASSEMBLIES

**Author's Title:** Executive Assistant

**Department:** Office of the CEO

**File No:** GO/05/04

#### RECOMMENDATION

That the Council note the report of Councillor Assembly Meetings held 7 and 21 August 2024.

**Attachments:** 1 [↓Councillor Briefing Record - 7 August 2024](#)  
2 [↓Councillor Briefing Record - 21 August 2024](#)

#### KEY POINTS/ISSUES

Transparency is a fundamental principle of democratic governance.

The Local Government Act 2020 (The Act) Section 9 (2) (i) provides that the transparency of Council decisions, actions and information is to be ensured.

In accordance with Section 57 of The Act, Council at its September 2020 Ordinary Meeting, adopted a Public Transparency policy, designed to improve public transparency in Council's decision-making processes and to assist the community in understanding the information that is accessible to them.

As per the Council Meeting Schedules adopted 9 November 2022 and 8 November 2023, Councillor Briefings are held for Councillors to meet to consider matters that are likely to be the subject of a Council decision or for the exercise of delegation.

A record of the Councillor Briefings held on 7 and 21 August 2024 is attached for public information.



## Councillor Briefing Record

*Build a Better Buloke – a healthy, connected, inclusive and prosperous community*

<b>Date:</b>	7 August 2024	<b>Time</b>	5:00pm
<b>Location:</b>	Nullawil Recreation Reserve		
<b>Attendees:</b>	Cr Alan Getley, Cr Bronwyn Simpson, Cr Bernadette Hogan, Cr Graeme Milne, Cr David Pollard, Cr Daryl Warren Daniel McLoughlan, Gaynor Atkin, Rowan Gronlund, Anthony Smith Peter Harriott		
<b>Apologies:</b>	Jenna Allan, Jen Hewitt		
<b>Guests:</b>	Marcia Pollington, Kaylene James - Nullawil Progress Association (Item 3.1) Andrew Rose - Project Officer 2024 Council Elections (Item 3.2) Rodney Hotker, Ros Olle – Planning Officers (Items 3.3 & 3.4) Trevor Rumbold – Project Delivery Coordinator (Items 3.6 & 3.7) Peter Harriott – Municipal Monitor		
<b>Acknowledgement of Country:</b>	The Mayor acknowledged the traditional owners of the land on which we are meeting and pay our respects to their Elders and to the Elders from other communities who may be here today.		
<b>Conflicts of Interest:</b>	There were no declarations of interest.  An item was raised under Councillor Matters and Cr Warren left the meeting due to a conflict regarding Donald 2000 at 8.25pm. Cr Warren returned to the Briefings at 8.35pm		

### ITEMS

NO.	MATTER FOR DISCUSSION	Record
1.	<b>Councillor only time 5:00pm</b>	
2.	<b>Confirmation of Councillor Briefing Minutes – 17 July 2024 5:35pm</b>	Noted
3.	<b>Presentations</b>	
3.1	Nullawil Progress Association Marcia Pollington, Kaylene James & Barry James	
3.2	Election update – Caretaker Period & Election Policy Andrew Rose – via Zoom	
3.3	Planning Discussion – Planning Permit Application 24011 – dwelling within the setback to a wind energy facility. Rodney Hotker and Ros Olle via Zoom	



3.4	Planning Discussion - Planning Permit Application 24019 – 2 Lot Subdivision Goddard Road Teddywaddy West. Rodney Hotker and Ros Olle via Zoom	
<b>Dinner Break 6:55pm</b>		
3.5	Community Grants Program - Updated Guidelines and Community Support Policy Gaynor Atkin	
3.6	Local Roads Community Infrastructure Trevor Rumbold <b>7:31pm</b>	
3.7	C124 2023/24 Wycheproof Wetlands Water Infrastructure Construction - Trevor Rumbold	
<b>4.</b>	<b>Councillor Matters</b>	
<b>5.</b>	<b>CEO Updates</b>	
<b>6.</b>	<b>Briefing Close</b>	<b>Briefing closed at 8.54 pm</b>
<b>NEXT BRIEFING</b> 21 August 2024, Charlton Office Council Chambers, 5:00pm		



## Councillor Briefing Record

*Build a Better Buloke – a healthy, connected, inclusive and prosperous community*

<b>Date:</b>	21 August 2024	<b>Time</b>	5:00pm
<b>Location:</b>	Charlton District Office – Council Chamber		
<b>Attendees:</b>	Cr Alan Getley, Cr Bronwyn Simpson, Cr Bernadette Hogan, Cr Graeme Milne, Cr David Pollard, Cr Daryl Warren Daniel McLoughlan, Jenna Allan, Gaynor Atkin, Anthony Smith Peter Harriott		
<b>Apologies:</b>	Cr Stewart		
<b>Guests:</b>	Youth Engage Students (Item 3.1) - Fletcher Holmes Brown Trevor Rumbold – Coordinator Project Delivery (Items 3.2) Peter Harriott – Municipal Monitor		
<b>Acknowledgement of Country:</b>	The Mayor acknowledged the traditional owners of the land on which we are meeting and pay our respects to their Elders and to the Elders from other communities who may be here today.		
<b>Conflicts of Interest:</b>	There were no declarations of interest.		

### ITEMS

NO.	MATTER FOR DISCUSSION	Record
1.	<b>Councillor only time 5:00pm</b>	
2.	<b>Councillor Briefing Notes – 7 August 2024 5:36pm</b>	Noted
3.	<b>Presentations</b>	
3.1	Youth Engage Students	
3.2	Monthly Capital Project Update Coordinator Project Delivery – via Zoom	
4.	<b>Councillor Matters</b>	
<b>Break 6:35pm</b>		
3.3	Draft Governance Rules Director Corporate and Organisational Performance	
5.	<b>CEO Updates</b>	Nil
6.	<b>Briefing Close</b>	<b>Briefing closed at 9.06 pm</b>
<b>NEXT BRIEFING</b>		
4 September 2024, Wycheproof Supper Room, 5:00pm		



**7.2 LETTERS OF CONGRATULATIONS AND RECOGNITION OF ACHIEVEMENT/AWARDS**

**Author's Title:** Executive Assistant

**Department:** Office of the CEO

**File No:** CR/13/01

**PURPOSE**

This report acknowledges and congratulates community persons and/or groups for their success in being recognised for a significant achievement or for being a recipient of an honourable award.

The report also informs Council of any letters of congratulations or any recognition of achievement that Council has received or been awarded in the past month.

**RECOMMENDATION**

That the Council acknowledge and congratulate the persons and/or groups mentioned in the report for their achievements.

**Attachments:** Nil

**RECOGNITION OF ACHIEVEMENT ITEMS**

Provider	Recipient	Date	Purpose for Recognition

**7.3 CORRESPONDENCE INITIATED BY COUNCIL**

**Author’s Title:** Executive Assistant

**Department:** Office of the CEO

**File No:** GO/06/06

**PURPOSE**

This report notes and records correspondence initiated by Council and informs the Council of the responses received from this correspondence.

**RECOMMENDATION**

That the Council notes the record of correspondence initiated by Council and the responses received.

**Attachments:** Nil

**TABLE OF CORRESPONDENCE**

Council Initiative	Sent to	Sent	Response	Purpose of Letter

## 7.4 STATUS OF ACTION OF PAST COUNCIL MEETING RESOLUTIONS

**Author's Title:** Executive Assistant

**Department:** Office of the CEO

**File No:** GO/05/04

### PURPOSE

To provide Council with a list of the Status of Action (SOA) of Council Resolutions outstanding for completion of action, and the SOA for the 14 August 2024 Council Meeting Resolutions.

### RECOMMENDATION

Council to note the Status of Action Report for Council resolutions documented on this list.

**Attachments:** 1 [↓](#)Status of action taken on Council Resolutions and Outstanding items

### KEY POINTS/ISSUES

The Local Government Act 2020 (The Act) Section 9 (2) (i) provides that the transparency of Council decisions, actions and information is to be ensured.

In accordance with the Council's Governance Rules adopted August 2022, Council decisions are to be made and actions taken in accordance with the relevant law.

The transparency of Council decisions, actions and information is to be ensured and is a fundamental principle of democratic governance.

Attached to this report for public information is a list of the SOA of Council Resolutions outstanding for completion of action and introducing the SOA for the 14 August 2024 Council Meeting Resolutions.

**Summary of Action on Council Resolutions – Outstanding from past Council Meetings & 14 August 2024 CM – Tabled 11 September 2024 Council Meeting**

Date	Directorate	Item	Resolution/Question	Actioning Officer/s	Status of Action	Complete or Commenced
02082023	Infrastructure and Delivery	8.2.1	That Council: <ol style="list-style-type: none"> <li>Notes following consultation process in accordance with its Community Engagement Policy, one submission was received to the proposed nine-lot subdivision sale of land at 110 Sutcliffe Street, Sea Lake;</li> <li>Sells nine-lot subdivision surplus land at 110 Sutcliff St, Sea Lake by private treaty or auction in accord sec 114 of the Local Gov Act 2020 and Council's Sale of Land Policy; and</li> <li>Authorises the CEO to execute the Transfer of Land documents and any other documents required to affect the sale of the land.</li> </ol>	Dir Infra & Del	GWMWater approval obtained, procurement for works has commenced. Civil contractor has recommended works.  290524 - Plumbing works for water, sewer and stormwater commence in June, final civil works to follow. Valuation complete to inform sale of land process to be undertaken. (MS)	Commenced
14082024	Office of the CEO	7.3	That the Council acknowledge and congratulate the persons and/or groups mentioned in the report for their achievements.	EA	Draft approved and letter mailed	Completed
14082024	Community Development	8.2.1	That Council, having caused notice of Planning Application No. 24011 to be given under Section 52 of the Planning and Environment Act 1987 and having considered all the matters required under Section 60 of the Planning and Environment Act 1987 decides to issue a Notice of Decision to Grant a Permit under the provisions of 35.07-1 and 35.07-4 of the Buloke Planning Scheme in respect of the land known and described as McLoughlans Road,	DCD		

Tabled 11 September 2024 Council Meeting

**Summary of Action on Council Resolutions – Outstanding from past Council Meetings & 14 August 2024 CM – Tabled 11 September 2024 Council Meeting**

Date	Directorate	Item	Resolution/Question	Actioning Officer/s	Status of Action	Complete or Commenced
			Warmur (Lot 1 TP674588), for the use and development of land for a dwelling in accordance with the endorsed plans, with the application dated 3rd April 2024 , subject to the following conditions: (Refer Minutes on website)			
14082024	Community Development	8.2.2	That Council issue a Notice of Decision to Grant Planning Permit in relation to Planning Application No. PA24019 in respect of the land known and described as 332 Goddard Road, Teddywaddy West (CA 70 Parish of Teddywaddy), for the two lot subdivision (rural dwelling excision), and the creation of an easement in accordance with the endorsed plans, with the application dated 21 March 2024, subject to the following conditions: (refer Minutes on website)	DCD		
14082024	Infrastructure and Delivery	8.2.3	That Council: 1. Note the Local Road and Community Infrastructure Program Phase 4 projects as attachment 1 to this report. 2. Delegate authority to the Chief Executive Officer to approve all variations to the Local Road and Community Infrastructure Program Phase 4 funding agreement.	DID	Noted and recommendation 2 only if required for any variations.	Completed
14082024	Community Development	8.2.4	Tourism Business Innovation Grants That Council allocates \$20,000 from the Tourism Business Innovation Grant Program to the Ray Neville Silo Art (Birchip Community Forum Inc) project.	DCD	Letters sent via email to successful/unsuccessful applicants with funding agreement being drafted to state conditions.	Commenced

Tabled 11 September 2024 Council Meeting

**Summary of Action on Council Resolutions – Outstanding from past Council Meetings & 14 August 2024 CM – Tabled 11 September 2024 Council Meeting**

Date	Directorate	Item	Resolution/Question	Actioning Officer/s	Status of Action	Complete or Commenced
14082024	Community Development	8.4.2	Council Plan 2021 – 2025 – Year 4 Annual Plan That Council adopts the Council Plan 2021-2025 – Year 4 Annual Plan at Attachment 1 to this report.	DCD	Year 4 Annual Plan currently being designed. Once designed it will be published on website.	Commenced
14082024	Community Development	8.4.3	2024 Local Government Community Satisfaction Survey  1. Notes the results of the 2024 Local Government Community Satisfaction Survey; and  2. Publishes the results of the survey to the community.  3. Write to the volunteer committees to thank them on Council's behalf.	DCD	Media released drafted. Once approved, survey will be uploaded to website. Letters to recreation reserve committees of management to be sent w/c 26/8.	Commenced

Tabled 11 September 2024 Council Meeting

## 7.5 PLANNING APPLICATIONS RECEIVED - MONTHLY UPDATE

**Author's Title:** Planning Officer

**Department:** Community Development

**File No:** LP/09/01

### PURPOSE

This report provides information on planning applications under consideration and the status of each of these applications.

### RECOMMENDATION

That Council note the information contained in the report on planning applications under consideration and the status of each of these applications.

**Attachments:** Nil

### LIST OF PLANNING APPLICATIONS

Application No	Address	Date Rec	Summary of Proposal	Status
PA23026	Horace Street, Sea Lake	06/09/2023	Construct and display internally illuminated business identification sign (LED priceboard)	Review
PA24011	McLoughlans Road, Warmur	12/04/2024	Use and development of land for a dwelling in the Farming Zone within the setback to a proposed wind energy facility	Notice of Decision to Grant
PA24012	Aitken Avenue, Donald	19/04/2024	Building and works to construct and display a sign	Review
PA24017	Sunraysia Highway, Donald	28/05/2024	Works for the construction of a new site entrance, internal driveways and weigh bridge, and to create an access to a road in a Transport 2 Zone	Permit Issued
PA24018	Charlton-St Arnaud Road, Charlton	25/05/2024	Building and works to demolish an existing building and construct a new warehouse and minor modifications to existing warehouse	Permit Issued
PA24019	Goddard Road, Teddywaddy West	11/05/2024	Two lot subdivision of land (rural dwelling excision)	Permit Issued
PA24020	Sea Lake-Swan Hill Road, Sea Lake	14/06/2024	Building and works to construct and display a double-sided, non-illuminated, major promotion sign	Review

Application No	Address	Date Rec	Summary of Proposal	Status
PA24021	Calder Highway, Sea Lake	25/06/2024	Building and works to construct and display a double-sided, non-illuminated, major promotion sign	Review
PA24022	Broadway, Wycheproof	20/08/2024	Use and development of land for a service station, alter access to a road in Transport 2 Zone, and installation of sign	New
PA24023	Cossars Road, Yeungroon	21/08/2024	Subdivision of land	New
PA24024	Racecourse Road, Donald	23/08/2024	Three-lot subdivision of land	New
VS24006	Industry Drive, Donald	23/05/2024	Building and works for the construction of two buildings (two 10m wide x 13.5m L x 5.47m H sheds) and associated works	Review
VS24009	Elston Road, Wycheproof	24/07/2024	Construction of a building (12m x 9m garage) within a setback to a waterway	Permit Issued
VS24010	Peel Street, Charlton	24/07/2024	Construction of a building (3.5m x 8.3m shed) in a Heritage Overlay	Permit Issued

**The information published in the list provided, is in accordance with the *Privacy and Data Protection Act 2014* and the *Planning and Environment Act 1987*.**



## 7.6 BUILDING PERMITS - MONTHLY UPDATE

**Author's Title:** Statutory Administration Support

**Department:** Community Development

**File No:** DB/14/01

### EXECUTIVE SUMMARY

This report provides information on Building Permits approved by staff from 1 August 2024 to 31 August 2024.

### RECOMMENDATION

That the Council note information contained in the report on Building Permits approved by staff from 1 August 2024 to 31 August 2024.

**Attachments:** Nil

### LIST OF BUILDING PERMITS APPROVED BY COUNCIL SURVEYOR

Application No.	Address	Project Description	Date Approved
20240017	Meyer Street Donald VIC 3480	Demolition of Dwelling	07/08/2024
20240019	Woods Street Donald VIC 3380	Demolition of a building	15/08/2024

### LIST OF BUILDING PERMITS APPROVED BY PRIVATE BUILDING SURVEYOR

Application No.	Address	Project Description	Date Approved
PBLD24064	Peel Street Charlton VIC 3525	Construction of a Shed	07/08/2024
PBLD24057	Mildura Way Charlton VIC 3525	Shade Sail Structure	10/08/2024
PBLD24056	Berriwillock-Springfield Road Berriwillock VIC 3531	Construction of a Barn Shed	12/08/2024
PBLD24065	View Street Charlton VIC 3525	Construction of a storage shed	20/08/2024
PBLD24063	Elstons Road Wycheproof Vic 3527	Proposed Garage	23/08/2024
PBLD24067	Chinkapook-Mittyack Road Pier Milan VIC 3533	Construction of Machinery Shed	23/08/2024
PBLD24061	Cave Street Donald Victoria 3480	Construction of Shed	25/08/2024

## 8. GENERAL BUSINESS

### 8.1 POLICY REPORTS

#### 8.1.1 COUNCILLOR STAFF INTERACTION POLICY

**Author's Title:** Director Corporate and Organisational Performance

**Department:** Corporate and Organisational Performance **File No:** CM/14/11

**Relevance to Council Plan 2021 - 2025**

**Strategic Objective:** Our Council and Community Leadership

#### PURPOSE

The purpose of this report is to present to the Council the Councillor Staff Interaction Policy for adoption.

#### SUMMARY

The Councillor and Staff Interaction Policy (Policy) clarifies the interactions between Councillors and staff under section 46(1)(b) and (3)(c) of the *Local Government Act 2020* and aims to facilitate a positive working relationship between Councillors, as the community's elected representatives, and staff, who are employed to administer the operations of the Council.

The Policy provides a framework for Councillors when exercising their civic functions by specifically addressing their ability to interact with, and receive advice from, authorised staff.

#### RECOMMENDATION

That Council:

1. Adopts the Councillor Staff Interaction Policy.

**Attachments:** 1 [↓Councillor Staff Interaction Policy Draft](#)

#### DISCUSSION

The Policy applies to all Buloke Shire Councillors and Council Staff and the interactions between them. The objectives of the Policy are as follows:

1. establish positive, effective, and professional working relationships between Councillors and staff defined by mutual respect and courtesy;
2. enable Councillors and staff to work together appropriately and effectively to support each other in their respective roles;
3. ensure that Councillors receive advice in an orderly, courteous, and appropriate manner to assist them in the performance of their civic duties;
4. ensure Councillors have adequate access to information to exercise their statutory roles;
5. provide direction on, and guide Councillor interaction with, staff for both obtaining information and in general situations;

6. maintain transparent decision making and good governance arrangements;
7. ensure the reputation of Council is enhanced by Councillors and staff interacting consistently, professionally, and positively in their day-to-day duties;
8. Support and assist Council staff in respecting the roles of Councillors in their duties as elected officials.
9. Ensuring compliance with relevant legislation, including the Local Government Act 2020, Occupational Health and Safety Act 2004, Privacy and Data Protection Act 2014 and Equal Opportunity Act 2010

**RELEVANT LAW**

As outlined within the *Local Government Act 2020 – Section 46, Functions of the Chief Executive Officer*, the Chief Executive Officer's responsibility includes managing interactions between members of Council Staff and Councillors and ensuring that Policies, practices and protocols that support arrangements for interaction between members of Council staff and Councillors are developed and implemented.

**RELATED COUNCIL DECISIONS**

Not applicable.

**OPTIONS**

Not applicable.

**SUSTAINABILITY IMPLICATIONS**

Not applicable.

**COMMUNITY ENGAGEMENT**

No community engagement was required for this policy development.

**INNOVATION AND CONTINUOUS IMPROVEMENT**

The adoption of the Councillor Staff Interaction Policy will improve the transparency and clarity of expectations for interactions between Councillors and Staff, with the intent of fostering a positive, professional working relationship to enable Council's success.

**COLLABORATION**

Not applicable.

**FINANCIAL VIABILITY**

Not applicable.

**REGIONAL, STATE AND NATIONAL PLANS AND POLICIES**

Not applicable.

**COUNCIL PLANS AND POLICIES**

Not applicable.

**TRANSPARENCY OF COUNCIL DECISIONS**

Not applicable.

**CONFLICTS OF INTEREST**

No Officer involved in the preparation of the Policy, or this Report has any conflicts of interest to disclose.



<b>POLICY LOCATION</b>	Corporate and Organisational Performance	<b>POLICY TITLE</b>	Councillor and Staff Interaction Policy
<b>POLICY NUMBER</b>	[INSERT NUMBER]	<b>DATE ADOPTED</b>	[INSERT ADOPTION DATE MM/YY]
<b>REVISION NUMBER</b>	[INSERT REVISION NUMBER]	<b>REVISION DATE</b>	April 2028

**Purpose**

The Councillor and Staff Interaction Policy (Policy) clarifies the interactions between Councillors and staff under section 46(1)(b) and (3)(c) of the *Local Government Act 2020* and aims to facilitate a positive working relationship between Councillors, as the community’s elected representatives, and staff, who are employed to administer the operations of the Council.

The Policy provides a framework for Councillors when exercising their civic functions by specifically addressing their ability to interact with, and receive advice from, authorised staff.

**Scope**

This Policy applies to:

1. all Buloke Shire Council Councillors and Council Staff
2. all interactions between Councillors and staff, whether face-to-face, online (including social media and virtual meeting platforms), by phone, text message or in writing

**Definitions**

Title	Meaning
Council	Buloke Shire Council
Councillors	Elected Councillors of Buloke Shire Council
CEO	Chief executive Officer
EMT	Executive Management Team comprising CEO and Directors
Act	Local Government Act 2020



## Policy Objectives

Several factors contribute to a good relationship between Councillors and staff. These include goodwill, understanding of roles, communication, protocols, and a good understanding of legislative requirements.

As such, the objectives of this Policy are to:

1. establish positive, effective, and professional working relationships between Councillors and staff defined by mutual respect and courtesy;
2. enable Councillors and staff to work together appropriately and effectively to support each other in their respective roles;
3. ensure that Councillors receive advice in an orderly, courteous, and appropriate manner to assist them in the performance of their civic duties;
4. ensure Councillors have adequate access to information to exercise their statutory roles;
5. provide direction on, and guide Councillor interaction with, staff for both obtaining information and in general situations;
6. maintain transparent decision making and good governance arrangements;
7. ensure the reputation of Council is enhanced by Councillors and staff interacting consistently, professionally, and positively in their day-to-day duties;
8. Support and assist Council staff in respecting the roles of Councillors in their duties as elected officials.
9. Ensuring compliance with relevant legislation, including the Local Government Act 2020, Occupational Health and Safety Act 2004, Privacy and Data Protection Act 2014 and Equal Opportunity Act 2010

## Policy Principles

Council is committed to the following principles to guide interactions between Councillors and staff:

### 1. Equitable and Consistent

- Ensuring appropriate, consistent, and equitable access to information for all Councillors within organisational protocols established by the Chief Executive Officer.

### 2. Considerate and respectful

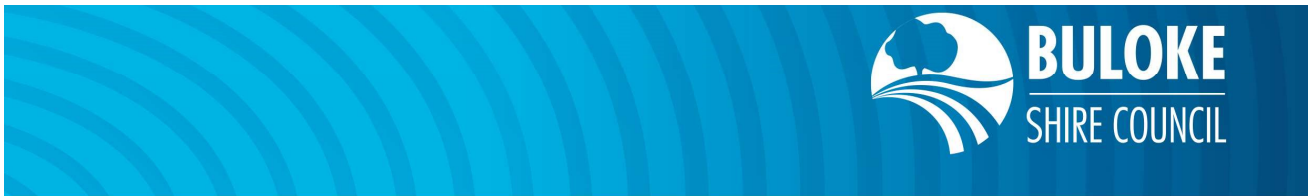
- Councillors and staff working supportively together in the interests of the whole community, based on mutual respect and consideration of their respective positions.

### 3. Ethical, open and transparent

- Ensuring that interactions between Councillors and staff are ethical, open, transparent, honest and display the highest standards of professional conduct.

### 4. Accountable and measurable

- Providing support to Councillors in the performance of their role in a way that can be measured, reviewed and improved based on qualitative and quantitative data.



## Policy Statement

1. Positive, professional working relationships between Councillors and staff are a key element of Council's success.
2. Councillors are members of the Council's governing body, which is responsible for strategic direction of Council.
3. Council is responsible for the employment of one person only, the Chief Executive Officer (CEO).
4. The CEO is responsible for Council's Administration. The Administration's role is to advise the governing body, implement Council's decisions and to oversee day-to-day operations and all service delivery.
5. The Administration recognises the complex political environments in which elected Councillors operate and acknowledge that they work in a democratic governance system.
6. Councillors understand that it is a highly complex task to prepare information and provide quality advice on the very wide range of issues that Council operations cover.
7. Councillors have the right to access documents reasonably necessary for them to exercise their statutory role as a member of the governing body of Council.
8. The interactions between Council staff with Councillors must be courteous, respectful and in accordance with this Policy.
9. Staff are not accountable to Councillors individually.
10. Council (not Councillors) gives appropriate direction to the Chief Executive Officer by way of a Council resolution, or by the Mayor exercising their functions under the Local Government Act 2020.
11. Councillors must not direct staff.
12. Councillors must not, in any public or private forum, direct or influence, or attempt to direct or influence, a member of staff in the exercise of their functions.
13. Councillors must not contact a member of staff on Council-related business unless in accordance with this Policy.
14. Councillors are not to attend staff work areas unless invited to do so by the CEO or relevant Director.



### **COUNCILLOR PORTAL**

Council has provided a dedicated Councillor Portal for information and documentation to support Councillors in fulfilling their role and decision making function.

Separately, Council operates a Service Request System to lodge operational customer service requests. This is available to Councillors and members of the public.

Customer Service requests are dealt with in accordance with organisational protocols authorised by the CEO.

Councillors are encouraged to utilise the Portal for access to documents and information relating to their role as Councillor/ and or decisions before Council.

Councillors are encouraged to lodge customer service requests to enable tracking of requests, allocation for action to the appropriate department and to ensure that responses are provided in a timely manner. If Councillors lodge an operational service or customer request on behalf of a constituent all responses and further communication will be directly with the constituent.

### **Roles, Interaction Level and Responsibilities**

Role	Interaction and Responsibility
Councillors	<p>Have the right to directly contact the CEO and Directors to seek advice, information, and support to assist them in carrying out their official Councillor duties.</p> <p>This right does not extend to matters about which a Councillor is merely curious.</p>
CEO	<p>Is responsible for the efficient and effective day-to-day operation of the Council and for ensuring that the lawful decisions of the Council are implemented without undue delay.</p> <p>Is the primary point of communication for Councillors.</p> <p>Will determine the appropriate allocation of Council resources required to best support the Mayor and Councillors to undertake their roles, including the nomination of Council staff to provide support to the Mayor and Councillors.</p>
Directors	<p>Directors are to ensure that their managers and team members are aware of this policy and their responsibilities when communicating with Councillors.</p> <p>The CEO and Directors are charged with responding to Councillor Enquiries efficiently, and will do so by prioritising the most urgent matters that align with Council's priorities and organisational service standards for responses.</p>



<p>Executive Office Manager and Assistant/s to the CEO</p>	<p>In addition to the roles of Executive Office Manager and Executive Assistant to the CEO these roles provide administrative assistance and support to the Mayor and Councillors.</p> <p>Has daily interaction with Councillors as required to fulfil the functions of their position. This may include coordination of correspondence for the Mayor, communication with the community and public officials, coordination of and arrangements for attendance at civic ceremonies, functions, projects, tours and visiting delegations.</p> <p>Councillors must only request assistance and are not permitted to direct the Executive Office Manager or Executive Assistant/s to the Mayor and Councillors, to perform any activities.</p>
<p>Staff</p>	<p>Are accountable to the CEO, who in turn is accountable to the Council's governing body.</p> <p>Are not accountable to individual Councillors and do not take direction from them.</p> <p>Are not to provide information or advice to Councillors without prior approval from their Director.</p> <p>Are to seek direction immediately from their Director if a Councillor contacts them directly.</p>
<p><b>Director Corporate and Organisational Performance</b></p>	<p>Is responsible for the day-to-day management of the Councillor Portal and will support, inform, and educate Councillors on using the Councillor Portal.</p> <p>Responsible for provision of appropriate ICT equipment to enable Councillors to undertake their role.</p> <p>Councillors should contact the Director Corporate and Organisational Performance regarding matters relating to the Councillor Portal or ICT.</p>
<p><b>Governance Advice</b></p>	<p>Governance advice and information is critical in assisting the Mayor and Councillors to perform their role, along with ensuring the integrity of Council.</p> <p>On all Governance matters Councillors can engage with either the CEO or Director Corporate and Organisational Performance to seek advice on any of the following matters:</p> <p><u>Conflict of Interest</u></p> <ul style="list-style-type: none"> <li>· Where the Mayor or a Councillor suspects that they may have a conflict of interest with a matter before Council, they can seek advice to assist in their determination of a potential conflict of interest.</li> </ul> <p><u>Code of Conduct</u></p> <ul style="list-style-type: none"> <li>· The Mayor and Councillors can seek advice on interpretation or details related to the Code of Conduct.</li> </ul>





	<p><u>Governance Rules</u></p> <p>· The Mayor and Councillors can seek clarification or interpretation with regards to the meeting procedures detailed in the governance rules.</p> <p><u>Local Government Act 2020</u></p> <p>The Mayor and Councillors can seek information, clarification, or interpretation with regards to the Local Government Act.</p> <p><u>Legal advice</u></p> <p>The Mayor and Councillors cannot direct or request the provision of legal advice in relation to any matter. Professional legal advice may only be accessed following a resolution of Council, or under the direction from the CEO.</p>
--	--

### References and Related Documents

- Employee Code of Conduct
- Councillor Code of Conduct
- Social Protocol Policy
- Buloke Shire Council Governance Rules

### Related Legislation

- Local Government Act (Vic) 2020
- Occupational Health and Safety Act 2004
- Equal Opportunity Act 2010
- Privacy and Data Protection Act 2014
- Human Rights and Responsibilities Act 2006.

### Review

This Policy is to be reviewed every four years prior to Election Period of the upcoming General Election, or earlier if required.

## 8.2 MANAGEMENT REPORTS

### 8.2.1 COUNTRY FOOTBALL AND NETBALL PROGRAM - BIRCHIP LEISURE CENTRE CHANGEROOM UPGRADE STAGE 2

**Author's Title:** Coordinator Project Delivery

**Department:** Infrastructure and Delivery

**File No:** GS/09/49

**Relevance to Council Plan 2021 - 2025**

**Strategic Objective:** Our Built and Natural Environment

#### PURPOSE

This report is presented to Council to consider utilising \$53,000 from the \$200,000 Grant Opportunity Reserve FY25 for the purpose of a co-contribution to support an application for the 2024-25 Country Football and Netball Program (Grant Program). The proposed project to be submitted for funding is the Birchchip Leisure Centre Changeroom Upgrade Stage 2.

Further recommendations seek consideration of the Council to delegate the Chief Executive Officer authority to apply for the Grant Program and underwrite a community contribution to the effect of \$30,000.

#### SUMMARY

The Country Football and Netball Program is a competitive Victorian Government investment program in partnership with the AFL, AFL Victoria and Netball Victoria that provides funding to rural, regional, and outer metropolitan councils to assist grassroots country football and netball clubs, associations, and umpiring organisations develop facilities.

Through the improvement of football and netball facilities in rural, regional, and outer metropolitan areas, the program will support the sustainability of country football and netball clubs into the future.

The Grant Program will invest in proposals that can demonstrate commitment to the following outcomes:

- develop new or maintain existing participation opportunities in football and/or netball, where there is a risk to participation declining
- improve diversity and inclusiveness in participation by prioritising projects that provide opportunities for communities that participate less (such as women and girls, gender diverse people, and people with a disability), as outlined in Active Victoria 2022-2026
- support gender equality in participation, coaching, administration, umpiring and volunteering
- improve physical and mental health, social and economic outcomes for traditionally disadvantaged communities such as low socio-economic areas, growth areas, and communities experiencing long term disadvantage
- develop multi-use, shared and co-located facilities
- collaborate with AFL Victoria, Netball Victoria, or other relevant peak bodies.

Priority will be given to projects that:

- provide the strongest participation outcomes for groups that participate less in community sport and active recreation including women and girls, people with disability, Aboriginal Victorians, culturally and linguistically diverse (CALD) communities, people from LGBTIQ+ communities and economically disadvantaged communities as identified in Active Victoria 2022-2026
- support communities experiencing socio-economic disadvantage particularly projects that support suburbs and towns within the 2 most disadvantaged deciles in Victoria as per the Australian Bureau of Statistics Index of Relative Socio-Economic Disadvantage, 2021
- support communities in areas of need that have experienced natural disasters, such as flood, bushfires and drought, or communities experiencing strong population growth or significant change in circumstances (for example, economic challenges)
- demonstrate multi-use, shared and integrated facilities including those on school land that can ensure long-term community access. Please see Section 3.6 for information regarding facilities on school land
- demonstrating economic lift in the form of job creation during construction and operation, non-government investment in the facility and participant and event attraction
- providing benefits for both football and netball.

The maximum total grant amount per applicant is \$250,000. Applications close 30 September 2024 with outcomes announced from February 2025 onwards. Construction to be completed no later than 24 months from the execution of the grant agreement. The funding ratio for rural LGAs is SRV \$3 Local \$1.

This Report recommends the Council use this funding opportunity to support delivery of stage 2 of the Birchip Leisure Centre Changeroom Upgrade.

#### RECOMMENDATION

That Council:

1. Approve a financial co-contribution of \$53,000 from the \$200,000 Grant Opportunity Reserve FY25 for the purposes of a funding an application towards the 2024-25 Country Football and Netball Program.
2. Delegate authority to the Chief Executive Officer to apply for the 2024-25 Country Football and Netball Program and
3. Delegate authority to the Chief Executive Officer to underwrite a community contribution to the effect of \$30,000; and
4. Authorises the Chief Executive Officer to sign the funding agreement on behalf of the Council should the application be successful.

- Attachments:**
- 1 [Building Permit 20210011 Endorsed Plans - 16 Morrison Street, Birchip](#)
  - 2 [BULOKE SHIRE\\_ BIRCHIP REC ST. 2 - CONSTRUCTION PLANS](#)
  - 3 [2024-25-Country-Football-and-Netball-Guidelines](#)

**DISCUSSION**

The Draft Masterplan for the Birchip Recreation Reserve identifies that although the population of Birchip is not large and aging, there is high participation in sport at all age levels and this is likely to continue. The Loddon Mallee North region (includes Buloke Shire) has one of the highest membership rates (% of total population) for netball in regional Victoria. The membership rate is 3.8% compared to the Victorian Rural and Regional average of 3.2%. Existing facilities will require ongoing improvements and upgrades to cater for regular and growing usage. Included in the draft masterplan recommendations is the refurbishment of toilets and showers for netball and golf participants as well as the upgrade of support facilities (changerooms).

The scope of the proposed works includes the refurbishment of the wet areas (toilets and showers) currently designated Netball, Women's Golf and Men's Golf. The Men's Golf area would include the replacement of the existing open shower block with an accessible toilet and shower. This is required under a staged building permit awarded during the initial stage of works completed in April 2021 along with the upgrade of some door openings to compliant widths. This alteration to the attached *BULOKE SHIRE\_ BIRCHIP REC ST. 2 - CONSTRUCTION PLANS* is shown in the attachment *Building Permit 20210011 Endorsed Plans - 16 Morrison Street, Birchip*. In order to adhere to the current Netball Victoria Facilities Manual a first aid room and administration office should also be provided and will be included in the project scope within the existing building footprint. Additional works to be included as optional items is the refurbishment of the football physio room and flooring upgrades throughout.

Completion of Stage 2 of the Changeroom Upgrade will enable all changerooms within the Birchip Leisure Centre to have flexible use so that a number of different sports can utilise the facility on the same day and allow for mixed gendered teams to have access to equitable facilities.

The project budget is based on costings obtained during the creation of the draft masterplan and referenced against the stage 1 costs.

**RELEVANT LAW**

The *Building Act 1993* and regulations, the *National Construction Code 2019* and all other applicable laws and standards will apply to the proposed project, including compliance with the Disability Discrimination Act (DDA).

**RELATED COUNCIL DECISIONS**

Council were unsuccessful in a funding application to the 2020-21 Local Sports Infrastructure Fund for the Birchip Leisure Centre – Unisex Changeroom Upgrade – Stage 2.

Council completed stage 1 of the changeroom upgrade in April 2021 which saw the football away, home and umpires changerooms updated along with the addition of an accessible toilet in the upstairs function area.

Council adopted the Fair Access Policy and Fair Access Action Plan at their meeting on Wednesday 12 June 2024.

**OPTIONS**

The Council may elect not to pursue this funding opportunity

**SUSTAINABILITY IMPLICATIONS**

The refurbishment will improve the sustainability of the clubs which utilise the facility by decreasing barriers to participation by providing adequate change spaces for all participants.

**COMMUNITY ENGAGEMENT**

The Birchip Watchem Netball Club have been contacted to ensure their support of the proposed funding application which has been confirmed by their President, including their commitment to facilitate the co-contribution amount required.

In the preparation of the Masterplan a variety of community engagement sessions were held including interviews with user group representative and regular progress meetings with key stakeholders and Sport and Recreation Victoria representatives.

### **INNOVATION AND CONTINUOUS IMPROVEMENT**

Not Applicable

### **COLLABORATION**

Landowners consent will be required from the Department of Energy, Environment and Climate Action to undertake the proposed works.

Governing bodies of the sporting codes who will utilise the facility and the user groups will be given the opportunity to review the design and confirm their support of the development.

### **FINANCIAL VIABILITY**

The total budget forecast for the project is \$332,000 comprising \$249,000 funding from the State Government, \$53,000 Council Cash accessed from the Grant Opportunity Reserve FY25 and \$30,000 community contribution.

### **REGIONAL, STATE AND NATIONAL PLANS AND POLICIES**

The Grant Program was established in response to the Parliamentary Rural and Regional Services and Development Committee's Inquiry into Country Football Report, tabled in State Parliament in December 2004.

Other key plans the project takes into consideration are:

- Fair Play Code
- Fair Access Roadmap
- Female friendly sport infrastructure guidelines
- Guidelines for Preventing Violence against women
- AFL Central Victoria Facilities Strategy
- Active Victoria
- VicHealth Physical Activity Strategy
- Victorian integrity in sport action plan
- Design for everyone guide

### **COUNCIL PLANS AND POLICIES**

In line with the Victorian Government's Fair Access Policy Roadmap, LGAs must have an acceptable gender equitable access and use policy (or equivalent) in place to be considered eligible for funding from the Program.

The proposal addresses key elements and actions from the Buloke Shire Inclusiveness Plan whilst also complimenting the outcomes of the draft Birchip Recreation Reserve Masterplan.

#### **1. Our Built and Natural Environment**

Long term aspiration: Quality infrastructure and multi-use assets that are well maintained and used.

Long term strategies:

- Maintain, develop and plan for viable, multi-use infrastructure and assets that respond to community needs and priorities.
- Review built community assets and explore opportunities for shared facilities and resources.
- Improve accessibility to buildings and public facilities for all community members.

The works will provide flexible use and access to the sporting facility for all participants.

## 2. Our Community Wellbeing

Long term aspiration: Infrastructure and programs to support physical activity.

Long term strategies:

- Create and support opportunities that encourage community wellbeing, social connections and inclusion and active and healthy lifestyles.

The completed works will ensure continued use of the recreation facility is possible.

### **TRANSPARENCY OF COUNCIL DECISIONS**

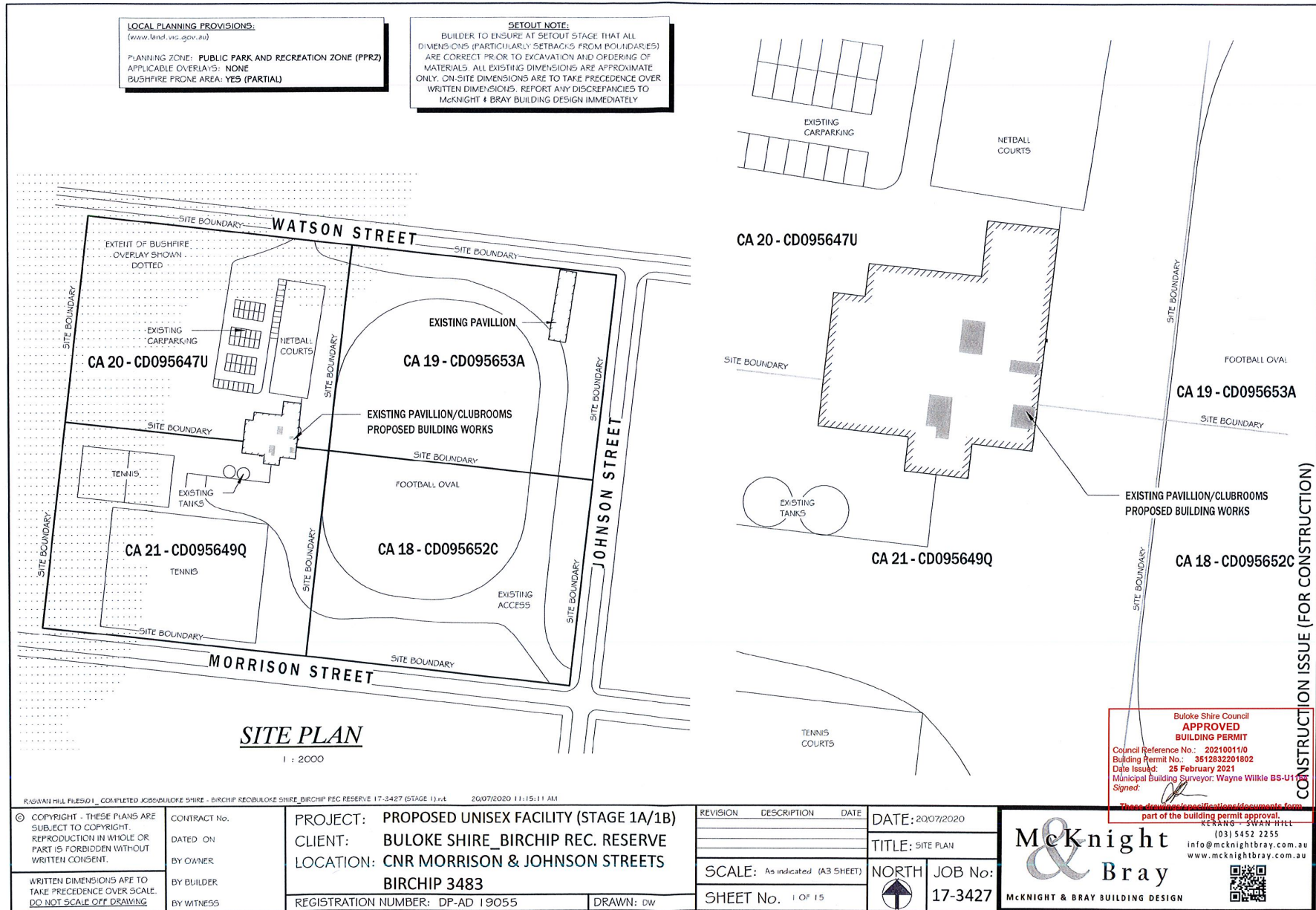
Council has met its transparency obligations by ensuring consultation has been undertaken with relevant stakeholders within the Birchip community being the Birchip Watchem Netball Club, Birchip Watchem Football Club, Birchip Golf Club and Birchip Leisure Centre.

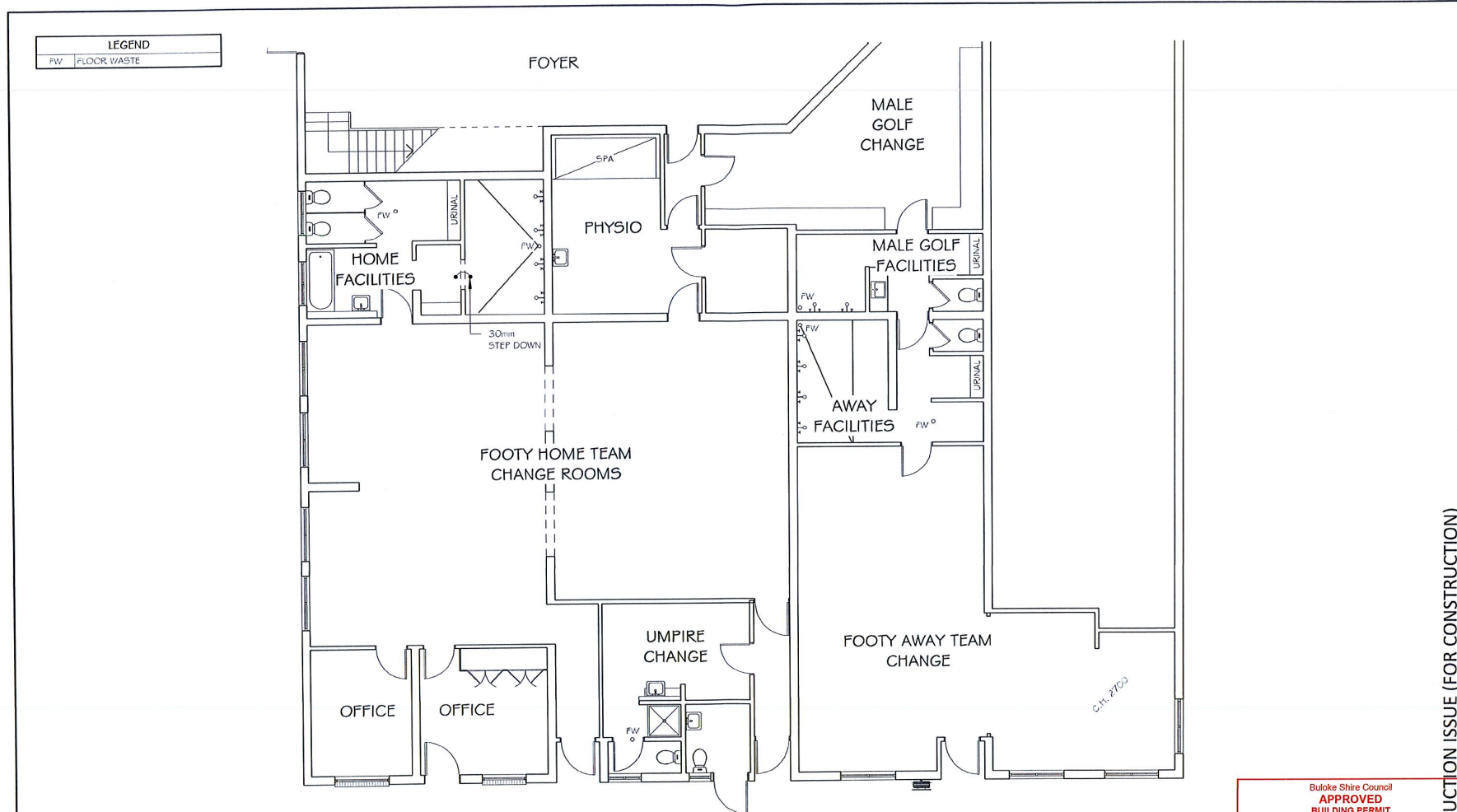
If Council resolve to accept the recommendations to access the required Council funds and apply for this Grant Program, officers will:

- Establish a formal project advisory group for the project; and
- Undertake a proactive media engagement strategy to explain the rationale for Council's decision, the application process, and long-term benefits for the community if successful.

### **CONFLICTS OF INTEREST**

No officers involved in the preparation of this report have been required to declare a conflict of interest.





**EXISTING GROUND FLOOR PLAN**

1 : 100

R:\SIAM HILL FILES\01\_COMPLETED JOBS\BULOKE SHIRE - BIRCHIP REC\BULOKE SHIRE\_BIRCHIP REC RESERVE 17-3427 (STAGE 1).rvt 20/07/2020 11:15:12 AM

© COPYRIGHT - THESE PLANS ARE SUBJECT TO COPYRIGHT. REPRODUCTION IN WHOLE OR PART IS FORBIDDEN WITHOUT WRITTEN CONSENT.  
WRITTEN DIMENSIONS ARE TO TAKE PRECEDENCE OVER SCALE. DO NOT SCALE OFF DRAWING

CONTRACT No.  
DATED ON  
BY OWNER  
BY BUILDER  
BY WITNESS

PROJECT: PROPOSED UNISEX FACILITY (STAGE 1A/1B)  
CLIENT: BULOKE SHIRE\_BIRCHIP REC. RESERVE  
LOCATION: CNR MORRISON & JOHNSON STREETS BIRCHIP 3483  
REGISTRATION NUMBER: DP-AD 19055  
DRAWN: DW

REVISION	DESCRIPTION	DATE

SCALE: 1 : 100 (AS SHEET)  
SHEET No. 2 OF 15

DATE: 20/07/2020  
TITLE: EXISTING FLOOR PLANS  
NORTH  
JOB No: 17-3427

**McKnight & Bray**  
McKNIGHT & BRAY BUILDING DESIGN

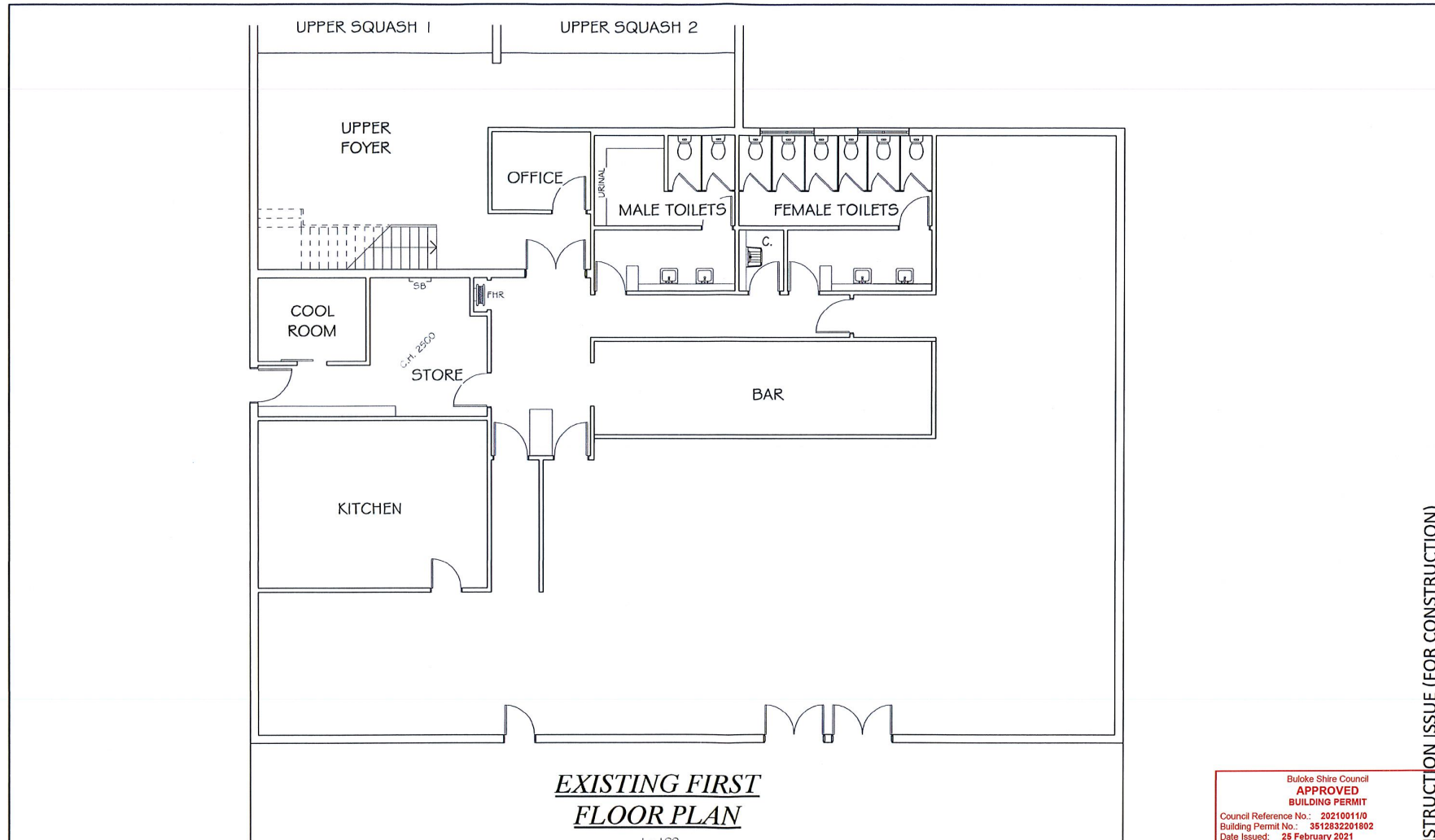
info@mcknightbray.com.au  
www.mcknightbray.com.au  
(03) 5452 2255

Buloke Shire Council  
**APPROVED BUILDING PERMIT**  
Council Reference No.: 202100110  
Building Permit No.: 3512832201802  
Date Issued: 26 February 2021  
Municipal Building Surveyor: Wayne Wilkie BS-U1804  
Signed:

*These drawings/specifications/documents form part of the building permit approval.*  
REVISION - SWAN HILL

CONSTRUCTION ISSUE (FOR CONSTRUCTION)





**EXISTING FIRST FLOOR PLAN**

1 : 100

R:\SWAN HILL FILES\01\_COMPLETED JOBS\BULOKE SHIRE - BIRCHIP REC\BULOKE SHIRE\_BIRCHIP REC RESERVE 17-3427 (STAGE 1) 1:1 20/07/2020 11:15:12 AM

© COPYRIGHT - THESE PLANS ARE SUBJECT TO COPYRIGHT. REPRODUCTION IN WHOLE OR PART IS FORBIDDEN WITHOUT WRITTEN CONSENT.  WRITTEN DIMENSIONS ARE TO TAKE PRECEDENCE OVER SCALE. DO NOT SCALE OFF DRAWING	CONTRACT No. DATED ON BY OWNER	PROJECT: PROPOSED UNISEX FACILITY (STAGE 1A/1B) CLIENT: BULOKE SHIRE_BIRCHIP REC. RESERVE LOCATION: CNR MORRISON & JOHNSON STREETS BIRCHIP 3483	REVISION DESCRIPTION DATE _____ _____ _____	DATE: 20/07/2020 TITLE: EXISTING FIRST FLOOR PLAN	M&Knight & Bray KERANG - SWAN HILL (03) 5452 2255 info@mcknightbray.com.au www.mcknightbray.com.au 
	BY BUILDER BY WITNESS	REGISTRATION NUMBER: DP-AD 19055 DRAWN: DW	SCALE: 1 : 100 (A3 SHEET) SHEET No. 3 OF 15	NORTH JOB No: 17-3427	

Buloke Shire Council  
**APPROVED BUILDING PERMIT**  
 Council Reference No.: 20210011/0  
 Building Permit No.: 3512832201802  
 Date Issued: 26 February 2021  
 Municipal Building Surveyor: Wayne Wilkie BS-U11  
 Signed:   
 These drawings/specifications/documents form part of the building permit approval.

CONSTRUCTION ISSUE (FOR CONSTRUCTION)

**DEMOLITION NOTES:**

ALL MATERIALS AND WORK PRACTICES SHALL COMPLY WITH, BUT NOT LIMITED TO, THE BUILDING REGULATIONS 2006, THE NATIONAL CONSTRUCTION CODE SERIES 2016 BUILDING CODE OF AUSTRALIA VOL 2 AND ALL RELEVANT CURRENT AUSTRALIAN STANDARDS (AS AMENDED) REFERRED TO THEREIN. THESE SPECIFICATIONS SPECIFY ONLY THE MINIMUM STANDARD OF WORK FOR THE DEMOLITION WORKS ON RESIDENTIAL PROJECTS, AND ALL WORKMANSHIP AND PRECAUTIONS SHALL BE TO BEST TRADE PRACTICE.

PRECAUTIONS MUST BE TAKEN BEFORE AND DURING DEMOLITION IN ACCORDANCE WITH AS 2601-2001: THE DEMOLITION OF STRUCTURES.

DURING THE PROGRESS OF THE DEMOLITION THE WORKS SHALL BE UNDER THE CONTINUOUS SUPERVISION OF THE DEMOLISHER OR OF AN EXPERIENCED FOREMAN, AND DEMOLITION SHALL BE EXECUTED STOREY BY STOREY COMMENCING AT THE ROOF AND WORKING DOWNWARDS.

THE DEMOLITION MUST NOT BE COMMENCED UNTIL THE PRECAUTIONARY MEASURES HAVE BEEN INSPECTED AND APPROVED BY THE RELEVANT BUILDING SURVEYOR.

THE DEMOLISHER SHALL CONSTRUCT A TEMPORARY CROSSING PLACED OVER THE FOOTPATH, AS REQUIRED BY THE COUNCIL.

NO PART OF ANY EXTERNAL WALL ON OR WITHIN 3.0CM OF A STREET ALIGNMENT MAY BE FILLED DOWN, EXCEPT DURING THE HOURS THAT THE RELEVANT BUILDING SURVEYOR DIRECTS.

PROTECTIVE OUTRIGGERS, FENCES, AWNINGS, HOARDING, BARRICADES AND THE LIKE MUST BE INSTALLED WHERE NECESSARY TO GUARD AGAINST DANGER TO LIFE OR PROPERTY OR WHEN REQUIRED BY THE RELEVANT BUILDING SURVEYOR.

DUST CREATING MATERIAL, UNLESS THOROUGHLY DAMPENED DOWN, SHALL NOT BE THROWN OR DROPPED FROM THE BUILDING BUT SHALL BE LOWERED BY HOISTING APPARATUS OR REMOVED BY MATERIAL CHUTES. ALL CHUTES SHALL BE COMPLETELY ENCLOSED AND A DANGER SIGN SHALL BE AT THE DISCHARGE END OF EVERY CHUTE.

ALL PRACTICABLE PRECAUTIONS SHALL BE TAKEN TO AVOID DANGER FROM COLLAPSE OF A BUILDING WHEN ANY PART OF A FRAMED OR PARTLY FRAMED BUILDING IS REMOVED.

DEMOLISHED MATERIAL SHALL NOT BE ALLOWED TO REMAIN ON ANY FLOOR OR STRUCTURE IF THE WEIGHT OF THE MATERIAL EXCEEDS THE SAFE CARRYING CAPACITY OF THE FLOOR OR STRUCTURE, AND SUCH MATERIAL SHALL NOT BE SO PILED OR STACKED THAT IT WILL ENDANGER WORKMEN OR OTHER PERSONS, AND SHALL BE REMOVED AS SOON AS PRACTICABLE FROM THE SITE.

NO WALL, CHIMNEY OR OTHER STRUCTURE OR PART OF A STRUCTURE SHALL BE LEFT UNATTENDED OR UNSUPPORTED IN SUCH A CONDITION THAT IT MAY COLLAPSE DUE TO WIND OR VIBRATION OR OTHERWISE BECOME DANGEROUS.

BEFORE DEMOLITION IS COMMENCED, AND ALSO DURING THE PROGRESS OF SUCH WORKS, ALL ELECTRICAL CABLE OR APPARATUS WHICH ARE LIABLE TO BE A SOURCE OF DANGER - OTHER THAN CABLE OR APPARATUS USED FOR THE DEMOLITION WORKS - SHALL BE DISCONNECTED.

ARRANGEMENTS SHALL BE MADE WITH THE RELEVANT ELECTRICAL SUPPLY AUTHORITY FOR THE DISCONNECTION OF ELECTRICAL MAINS SUPPLY EXCEPT THAT, WHERE PARTIAL DEMOLITION IS PROPOSED, THE LICENSED ELECTRICAL CONTRACTOR SHALL SATISFY THE RELEVANT ELECTRICAL SUPPLY AUTHORITY THAT THE PORTION OF THE BUILDING TO BE DEMOLISHED HAS BEEN ISOLATED.

THE DEMOLISHER SHALL BE RESPONSIBLE FOR THE DISCONNECTION OF ALL TELECOMMUNICATION SUPPLIES.

THE DEMOLISHER SHALL BE RESPONSIBLE TO CUT AND SEAL ANY STORM WATER, SEWER PIPES, WATER SERVICES, GAS SERVICES AND THE LIKE.

THE POSITION OF CAPPED SEWER AND STORM WATER DRAINS, SEALED-OFF WATER SUPPLY LINES, GAS SUPPLY LINES AND THE LIKE ARE TO BE CLEARLY MARKED ON THE SITE.

ANY SEPTIC TANK(S) ON THE DEMOLITION SITE SHALL BE EMPTIED AND FILLED WITH CLEAN SAND, OR REMOVED ENTIRELY, AND ANY SOAK WELLS, LEACH DRAINS OR SIMILAR APPARATUS SHALL BE REMOVED OR FILLED WITH CLEAN SAND.

ANY SWIMMING POOLS, PONDS OR THE LIKE EITHER ON THE DEMOLITION SITE OR ON THE NEIGHBOURING ALLOTMENTS WHERE AFFECTED BY THE DEMOLITION WORKS SHALL BE ADEQUATELY FENCED AND MADE SAFE, SO AS TO COMPLY WITH AS 1926 SWIMMING POOL SAFETY PARTS 1 & 2 PRIOR TO COMMENCEMENT OF ANY DEMOLITION WORKS.

MATERIALS REMOVED OR DISPLACED FROM THE BUILDING SHALL NOT BE PLACED IN ANY STREET, ROAD OR RIGHT OF WAY AND, BEFORE COMMENCING, WHERE REQUIRED, SHALL BE KEPT SPRAYED WITH WATER SO AS TO PREVENT ANY NUISANCE FROM DUST.

MATERIALS REMOVED OR DISPLACED FROM THE BUILDING BEING DEMOLISHED OR MATERIALS LEFT STANDING SHALL NOT BE BURNED ON THE DEMOLITION SITE.

REMOVAL OF BUILDINGS BY ROAD MUST BE APPROVED BY RELEVANT COUNCILS TRAFFIC ENGINEER.

A SITE MANAGEMENT PLAN IS TO BE IMPLEMENTED DURING DEMOLITION WORKS TO CONTROL SEDIMENT RUN-OFF IN ACCORDANCE WITH EPA VICTORIA PUBLICATION #273: CONSTRUCTION TECHNIQUES FOR SEDIMENT POLLUTION CONTROL. PROVIDE "PROPEX" OR EQUIVALENT SILT FENCES TO THE LOW SIDE OF THE ALLOTMENT AND AROUND ALL SOIL STOCKPILES AND STORM WATER INLET PITS/SUMPS AND INSTALL "SILT STOP" FILTER BAGS OVER ALL STORM WATER ENTRY PITS DURING DEMOLITION WORKS. "SUPERGRO" OR EQUIVALENT EROSION CONTROL FABRIC TO BE PLACED OVER GARDEN BEDS TO PREVENT SURFACE EROSION DURING REVEGETATION PERIOD.

IT IS THE BUILDER'S RESPONSIBILITY TO CARRY OUT AN AUDIT PRIOR TO THE COMMENCEMENT OF ANY WORKS TO DETERMINE IF ASBESTOS IS PRESENT IN THE EXISTING WORKS, WHERE ANY ASBESTOS PRODUCT IS FOUND IN THE PROPOSED WORKS AREA DURING INITIAL INSPECTION OR DURING THE COURSE OF THE DEMOLITION WORKS THE BUILDER SHALL ENGAGE AN AUTHORISED AND REGISTERED CONTRACTOR FOR SAFE REMOVAL AND LAWFUL DISPOSAL.

A BUILDING PERMIT IS REQUIRED PRIOR TO THE COMMENCEMENT OF THESE WORKS. THE RELEASE OF THESE DOCUMENTS IS CONDITIONAL TO THE OWNER OBTAINING THE REQUIRED BUILDING PERMIT.

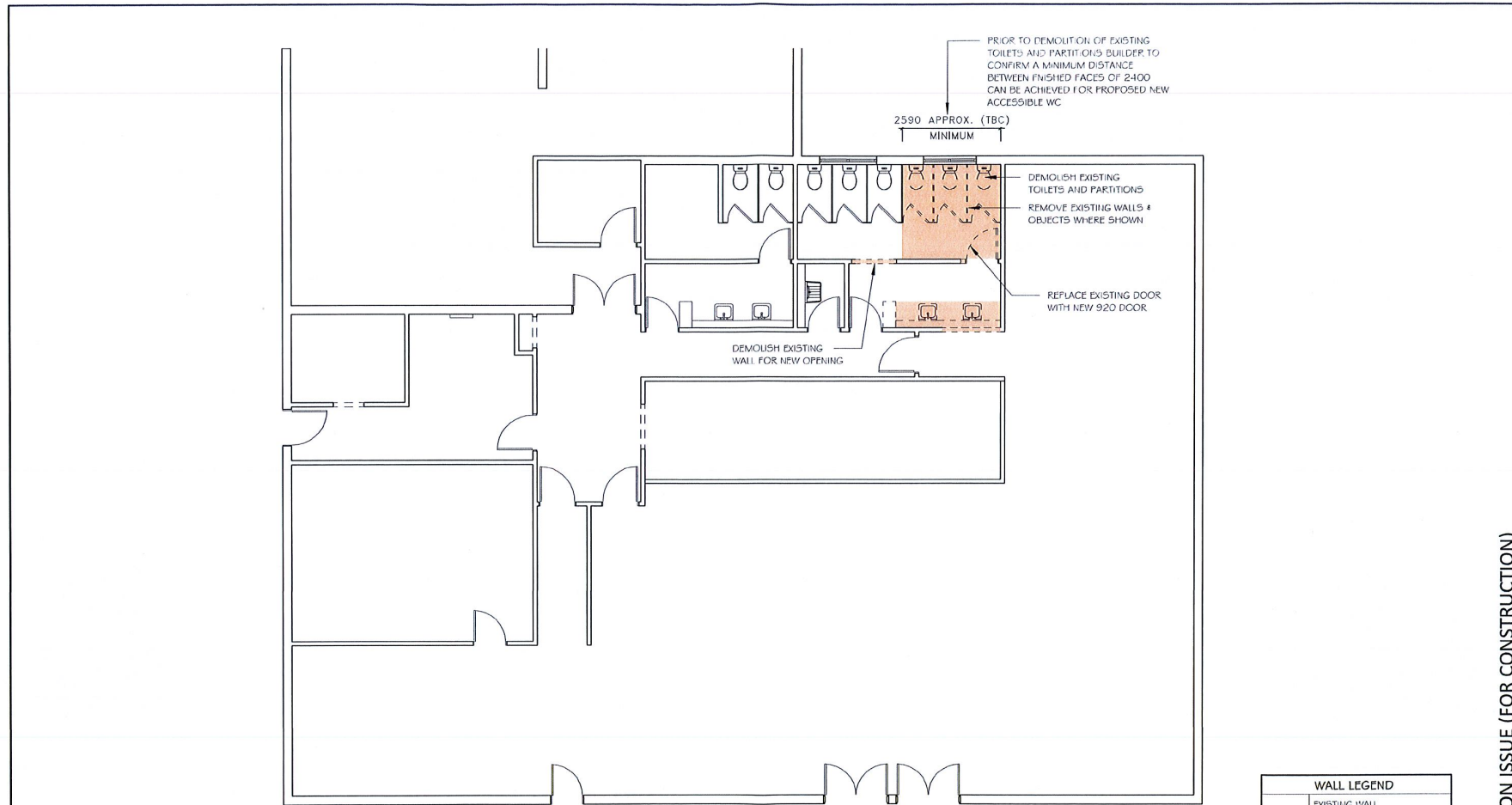
WALL LEGEND	
	EXISTING WALL
	EXISTING WALL (OR OBJECTS) TO BE DEMOLISHED
	PROPOSED DEMOLITION WORKS

**DEMOLITION GROUND FLOOR PLAN**  
 1 : 100  
 Buloke Shire Council APPROVED Building Permit  
 Council Reference No.: 202400118  
 Building Permit No.: 3512632201802  
 Date Issued: 26 February 2024  
 Municipal Building Surveyor: Wayne Wilkie BS-U1164  
 Signed: [Signature]

**CONSTRUCTION ISSUE (FOR CONSTRUCTION)**

<p>© COPYRIGHT - THESE PLANS ARE SUBJECT TO COPYRIGHT. REPRODUCTION IN WHOLE OR PART IS FORBIDDEN WITHOUT WRITTEN CONSENT.</p> <p>WRITTEN DIMENSIONS ARE TO TAKE PRECEDENCE OVER SCALE. DO NOT SCALE OFF DRAWING.</p>	<p>CONTRACT No.</p> <p>DATED ON</p> <p>BY OWNER</p> <p>BY BUILDER</p> <p>BY WITNESS</p>	<p>PROJECT: PROPOSED UNISEX FACILITY (STAGE 1A/1B)</p> <p>CLIENT: BULOKE SHIRE_BIRCHIP REC. RESERVE</p> <p>LOCATION: CNR MORRISON &amp; JOHNSON STREETS BIRCHIP 3483</p> <p>REGISTRATION NUMBER: DP-AD 19055</p> <p>DRAWN: DW</p>	<p>REVISION DESCRIPTION DATE</p> <p>TITLE: DEMOLITION FLOOR PLAN</p> <p>SCALE: 1 : 100 (AS SHEET)</p> <p>SHEET No. 4 OF 15</p>	<p>DATE: 2024/02/26</p> <p>THIS DRAWING IS SPECIFIC TO THIS BUILDING PERMIT APPROVAL.</p> <p>NORTH</p> <p>JOB No: 17-3427</p>	<p>McKnight &amp; Bray</p> <p>McKNIGHT &amp; BRAY BUILDING DESIGN</p> <p>KERANG - SWAN HILL (03) 5452 2255</p> <p>info@mcknightbray.com.au</p> <p>www.mcknightbray.com.au</p>
---	---	---	--	---	---

R:\SWAN Hill\PSV\611\_COMPLETED\BULOKE SHIRE - BIRCHIP REC\BULOKE SHIRE\_BIRCHIP REC RESERVE 17-3427 (STAGE 1) V4 20/07/2020 11:15:13 AM



**DEMOLITION FIRST FLOOR PLAN**

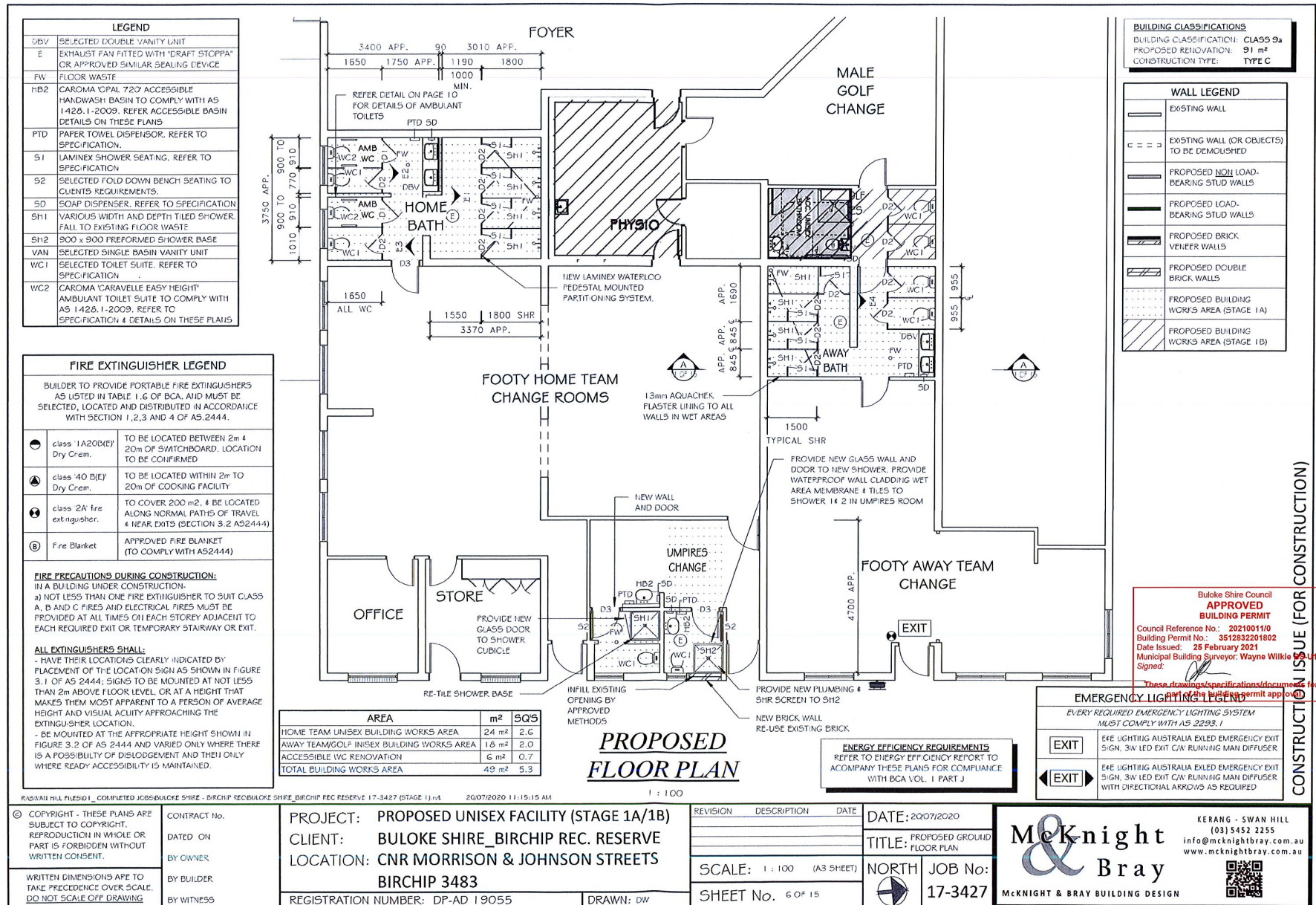
1 : 100

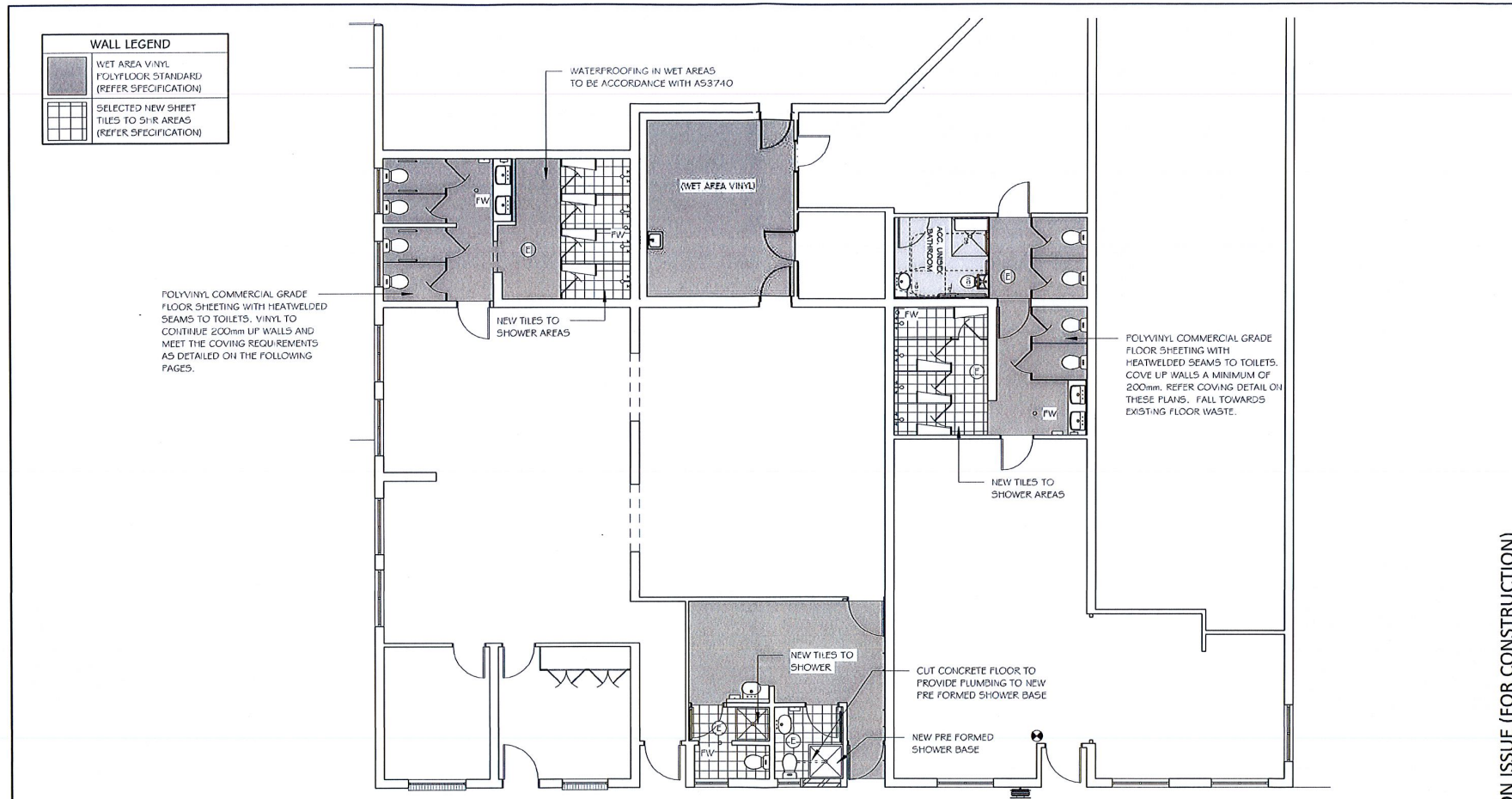
WALL LEGEND	
	EXISTING WALL
	EXISTING WALL (OR OBJECTS) TO BE DEMOLISHED
	PROPOSED DEMOLITION WORKS

Buloke Shire Council  
**APPROVED BUILDING PERMIT**  
 Council Reference No.: 20210011/0  
 Building Permit No.: 3512832201802  
 Date Issued: 25 February 2021  
 Municipal Building Surveyor: Wayne Wilkie BS-U1 64  
 Signed:   
 These drawings/specifications/documents form part of the building permit approval.

CONSTRUCTION ISSUE (FOR CONSTRUCTION)

© COPYRIGHT - THESE PLANS ARE SUBJECT TO COPYRIGHT. REPRODUCTION IN WHOLE OR PART IS FORBIDDEN WITHOUT WRITTEN CONSENT.  WRITTEN DIMENSIONS ARE TO TAKE PRECEDENCE OVER SCALE. DO NOT SCALE OFF DRAWING.	CONTRACT No. DATED ON BY OWNER	PROJECT: PROPOSED UNISEX FACILITY (STAGE 1A/1B) CLIENT: BULOKE SHIRE_BIRCHIP REC. RESERVE LOCATION: CNR MORRISON & JOHNSON STREETS BIRCHIP 3483	REVISION DESCRIPTION DATE _____ _____ _____ SCALE: 1 : 100 (A3 SHEET) SHEET No. 5 OF 15	DATE: 20/07/2020 TITLE: DEMOLITION FIRST FLOOR PLAN NORTH JOB No: 17-3427	KERANG - SWAN HILL (03) 5452 2255 info@mcknightbray.com.au www.mcknightbray.com.au  MCKNIGHT & BRAY BUILDING DESIGN 
	BY BUILDER BY WITNESS	REGISTRATION NUMBER: DP-AD 19055 DRAWN: DW	K:\SWAN HILL FILES\KIT_COMPLETED JOBS\BULOKE SHIRE - BIRCHIP REC\BULOKE SHIRE_BIRCHIP REC RESERVE 17-3427 (STAGE 1).dw 20/07/2020 11:15:14 AM		





**PROPOSED FLOOR COVERING PLAN**

1 : 100

R:\SWAN Hill Files\01\_COMPLETED JOB\BULOKE SHIRE - BIRCHIP REC\BULOKE SHIRE\_BIRCHIP REC RESERVE 17-3427 (STAGE 1).dwg 20/07/2020 11:15:16 AM

© COPYRIGHT - THESE PLANS ARE SUBJECT TO COPYRIGHT. REPRODUCTION IN WHOLE OR PART IS FORBIDDEN WITHOUT WRITTEN CONSENT.	CONTRACT No.
	DATED ON
WRITTEN DIMENSIONS ARE TO TAKE PRECEDENCE OVER SCALE. DO NOT SCALE OFF DRAWING	BY OWNER
	BY BUILDER
	BY WITNESS

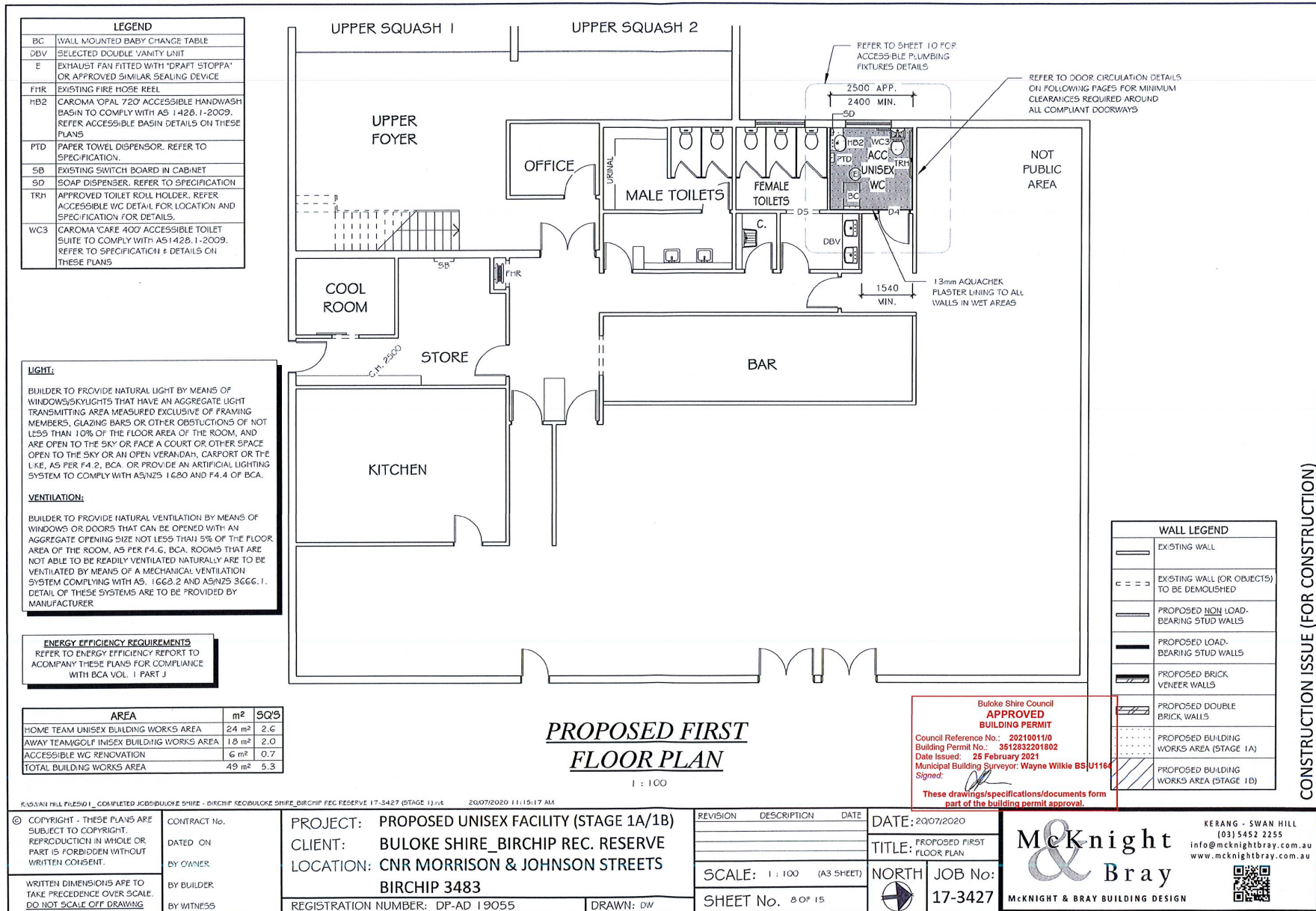
PROJECT:	PROPOSED UNISEX FACILITY (STAGE 1A/1B)
CLIENT:	BULOKE SHIRE_BIRCHIP REC. RESERVE
LOCATION:	CNR MORRISON & JOHNSON STREETS BIRCHIP 3483
REGISTRATION NUMBER:	DP-AD 19055
DRAWN:	DW

REVISION	DESCRIPTION	DATE

DATE:	20/07/2020
TITLE:	FLOOR COVERINGS PLAN
SCALE:	1 : 100 (A3 SHEET)
SHEET No.	7 OF 15
NORTH	

 M&Knight & Bray MCKNIGHT & BRAY BUILDING DESIGN	Buloke Shire Council <b>APPROVED</b> <b>BUILDING PERMIT</b> Council Reference No.: 20210011/0 Building Permit No.: 3512832201802 Date Issued: 25 February 2021 Municipal Building Surveyor: Wayne Wilkie BS-U1100 Signed:
	These drawings/specifications/documents form part of the building permit approval. KRW-1-SW-1111 (03) 5452 2255 info@mcknightbray.com.au www.mcknightbray.com.au 

CONSTRUCTION ISSUE (FOR CONSTRUCTION)



LEGEND	
DBV	SELECTED DOUBLE VANITY UNIT
MIR	MIRROR ABOVE VANITY, WIDTH TO SUIT WIDTH OF VANITY
PTD	PAPER TOWEL DISPENSOR, REFER TO SPECIFICATION
S1	LAMINEX SHOWER SEATING, REFER TO SPECIFICATION
SD	SOAP DISPENSER, REFER TO SPECIFICATION
WC1	SELECTED TOILET SUITE, REFER TO SPECIFICATION
WC2	CAROMA 'CARAVELLE EASY HEIGHT' AMBULANT TOILET SUITE TO COMPLY WITH AS 1428.1-2009, REFER TO SPECIFICATION & DETAILS ON THESE PLANS

**ELEVATION E1**  
1 : 50

**ELEVATION E2**  
1 : 50

**ELEVATION E3**  
1 : 50

**ELEVATION E4**  
1 : 50

**JOINERY DETAIL**  
1 : 10

Buloke Shire Council  
**APPROVED**  
BUILDING PERMIT  
Council Reference No.: 20210011/0  
Building Permit No.: 351283201802  
Date Issued: 25 February 2021  
Municipal Building Surveyor: Wayne Wilkie BS-U116  
Signed: \_\_\_\_\_

*These drawings/specifications/documents form part of the building permit approval.*

© COPYRIGHT - THESE PLANS ARE SUBJECT TO COPYRIGHT. REPRODUCTION IN WHOLE OR PART IS FORBIDDEN WITHOUT WRITTEN CONSENT. WRITTEN DIMENSIONS ARE TO TAKE PRECEDENCE OVER SCALE. DO NOT SCALE OFF DRAWING.		CONTRACT No. _____ DATED ON _____ BY OWNER _____ BY BUILDER _____ BY WITNESS _____		PROJECT: PROPOSED UNISEX FACILITY (STAGE 1A/1B) CLIENT: BULOKE SHIRE_BIRCHIP REC. RESERVE LOCATION: CNR MORRISON & JOHNSON STREETS BIRCHIP 3483 REGISTRATION NUMBER: DP-AD 19055		REVISION DESCRIPTION DATE _____ _____ SCALE: As indicated (A3 SHEET) SHEET No. 9 OF 15		DATE: 20/07/2020 TITLE: INTERNAL ELEVATIONS NORTH JOB No: 17-3427		 McKnight & Bray BUILDING DESIGN (03) 5452 2255 info@mcknightbray.com.au www.mcknightbray.com.au	
--	--	--	--	---	--	--	--	---	--	--	--

CONSTRUCTION ISSUE (FOR CONSTRUCTION)

LEGEND	
BC	WALL MOUNTED BABY CHANGE TABLE
E	EXHAUST FAN FITTED WITH "DPAFT STOPPA" OR APPROVED SIMILAR SEALING DEVICE
HB2	CAROMA OPAL 720 ACCESSIBLE HANDWASH BASIN TO COMPLY WITH AS 1428.1-2009. REFER ACCESSIBLE BASIN DETAILS ON THESE PLANS
FTD	PAPER TOWEL DISPENSOR. REFER TO SPECIFICATION.
SD	SOAP DISPENSER. REFER TO SPECIFICATION
TRH	APPROVED TOILET ROLL HOLDER. REFER ACCESSIBLE WC DETAIL FOR LOCATION AND SPECIFICATION FOR DETAILS.
WC3	CAROMA CARE 400 ACCESSIBLE TOILET SUITE TO COMPLY WITH AS 1428.1-2009. REFER TO SPECIFICATION & DETAILS ON THESE PLANS

**ACCESSIBLE WC PLAN**  
1 : 50

**ACCESSIBLE BASIN DETAIL 1**  
1 : 20

**ACCESSIBLE BASIN DETAIL 2**  
1 : 20

**ACCESSIBLE WC DETAIL (FRONT)**  
1 : 20

**ACCESSIBLE WC DETAIL (SIDE)**  
1 : 20

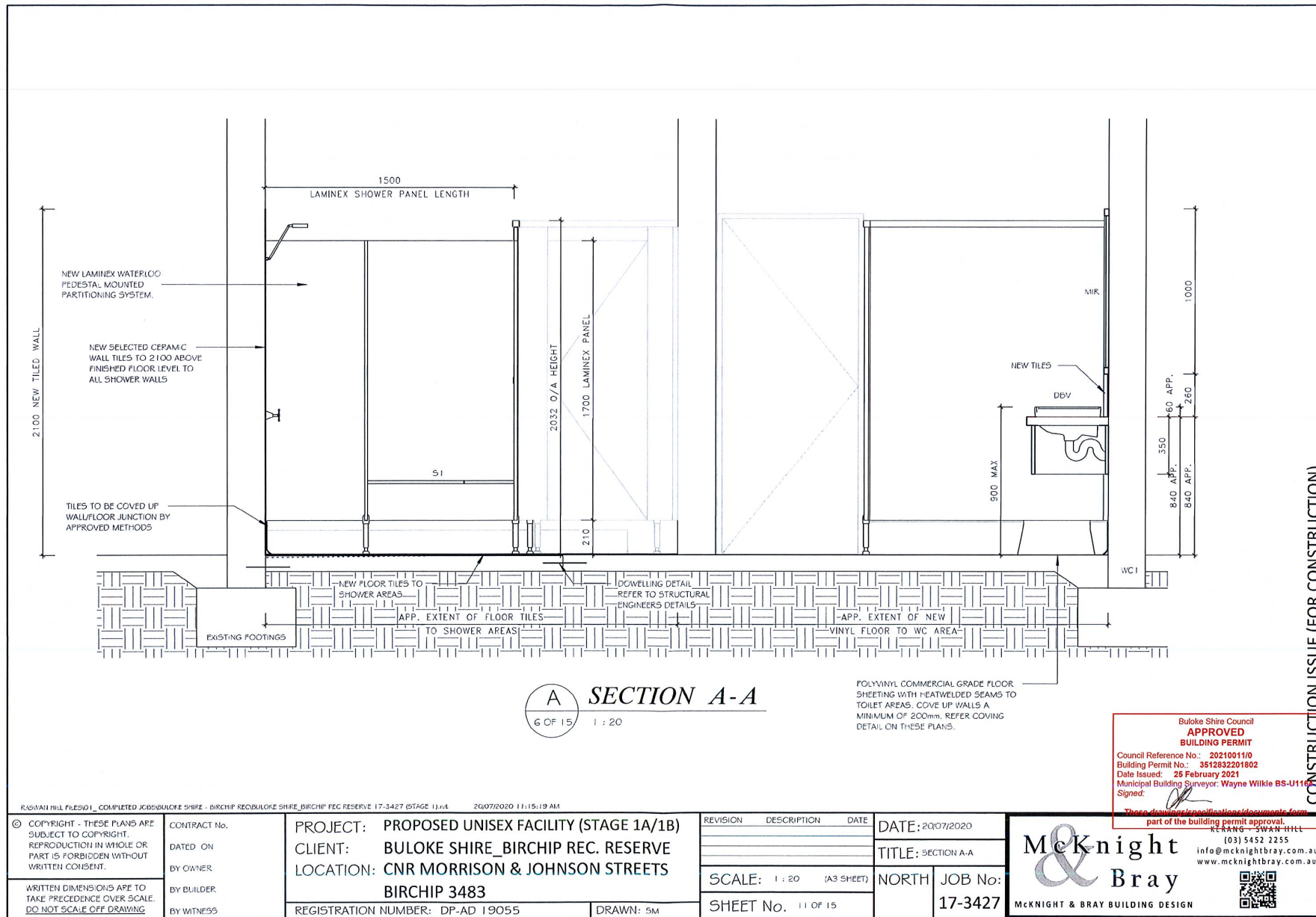
CONSTRUCTION ISSUE (FOR CONSTRUCTION)

Buloke Shire Council  
**APPROVED BUILDING PERMIT**  
Reference No.: 2021001110  
Building Permit No.: 3512832201602  
Date Issued: 25 February 2021  
*Municipal Building Surveyor Wayne Willie DE 15490*  
Signed: \_\_\_\_\_  
These drawings/specifications/conditions form part of the building approval.  
www.mcknightbray.com.au

R:\SWAN HILL FILES\901_COMPLETED\JCS\BULOKE SHIRE - BIRCHIP REBULOKE SHIRE_BIRCHIP REC RESERVE 17-3427 (STAGE 1) 11.4 20/07/2020 11:15:10 AM	PROJECT: PROPOSED UNISEX FACILITY (STAGE 1A/1B) CLIENT: BULOKE SHIRE_BIRCHIP REC. RESERVE LOCATION: CNR MORRISON & JOHNSON STREETS BIRCHIP 3483 REGISTRATION NUMBER: DP-AD 19055	REVISION DESCRIPTION DATE _____ SCALE: As indicated (A3 SHEET) SHEET No. 10 OF 15	DATE: 20/07/2020 TITLE: ACC WC DETAILS NORTH JOB No: 17-3427
--	---	--	--

**McKnight & Bray**  
McKNIGHT & BRAY BUILDING DESIGN





CONSTRUCTION ISSUE (FOR CONSTRUCTION)

Buloke Shire Council  
**APPROVED BUILDING PERMIT**  
 Council Reference No.: 20210011/0  
 Building Permit No.: 3512832201802  
 Date Issued: 25 February 2021  
 Municipal Building Surveyor: Wayne Wilkie BS-UH11  
 Signed: 

*These drawings/specifications/documents form part of the building permit approval.*

© COPYRIGHT - THESE PLANS ARE SUBJECT TO COPYRIGHT. REPRODUCTION IN WHOLE OR PART IS FORBIDDEN WITHOUT WRITTEN CONSENT.  
 WRITTEN DIMENSIONS ARE TO TAKE PRECEDENCE OVER SCALE. DO NOT SCALE OFF DRAWING

CONTRACT No.  
 DATED ON  
 BY OWNER  
 BY BUILDER  
 BY WITNESS


PROJECT: PROPOSED UNISEX FACILITY (STAGE 1A/1B)  
 CLIENT: BULOKE SHIRE\_BIRCHIP REC. RESERVE  
 LOCATION: CNR MORRISON & JOHNSON STREETS BIRCHIP 3483  
 REGISTRATION NUMBER: DP-AD 19055  
 DRAWN: SM

REVISION	DESCRIPTION	DATE

SCALE: 1 : 20 (A3 SHEET)  
 SHEET No. 11 OF 15

DATE: 20/07/2020  
 TITLE: SECTION A-A  
 NORTH  
 JOB No: 17-3427

**McKnight & Bray**  
 MCKNIGHT & BRAY BUILDING DESIGN  
 (03) 5452 2255  
 info@mcknightbray.com.au  
 www.mcknightbray.com.au



**DOOR FURNITURE DETAIL**  
1 : 10

REFER TO BUILDERS SPECIFICATIONS FOR CORNICE, ARCHITRAVE AND SKIRTING DETAILS

INTERNAL WALLS ARE TO BE NON-LOADBEARING AND CLAD WITH 13mm PLASTER-BOARD.

WET AREA WALLS ARE TO BE CLAD WITH 13mm AQUACHEK PLASTER LINING

SELECTED SKIRTING BOARDS

**PARTITION WALL DETAIL**  
1 : 20

\* BUILDER TO PROVIDE LEVER TYPE HANDLES BOTH SIDES TO ALL 920 WIDE SWINGING DOORS. THE CLEARANCE BETWEEN THE HANDLE & THE BACK PLATE OR DOOR FACE AT THE CENTRE OF THE HANDLE SHALL BE NOT LESS THAN 35mm AND NOT MORE THAN 45mm

\*\* REQUIRED EXIT DOORS MUST BE READILY OPENABLE WITHOUT A KEY FROM THE SIDE THAT FACES A PERSON SEEKING EGRESS, BY A SINGLE HAND DOWNWARD ACTION OR PUSHING ACTION ON A SINGLE DEVICE WHICH IS LOCATED BETWEEN 900mm AND 1100mm FROM THE FLOOR.

**AMBULANT WC DETAIL**  
1 : 20

ABUTMENT OF SURFACES SHALL HAVE A SMOOTH TRANSITION. ALLOWABLE CONSTRUCTION TOLERANCES SHALL BE AS FOLLOWS IN ACCORDANCE WITH AS 1428.1:

- 0 ± 3mm VERTICAL TOLERANCE
- 0 ± 5mm PROVIDED THE EDGES HAVE A BEVELLED OR ROUNDED EDGE TO REDUCE THE LIKELIHOOD OF TRIPPING

**FLOOR LEVEL TOLERANCES**  
1 : 1

**AMBULANT WC PLAN**  
1 : 50

NOTE: ALL DIMENSIONS ARE TO STUDS & INCLUDE ALLOWANCES FOR 10mm PLASTER & 20mm MAX. SKIRTING TO ONE SIDE, WHERE DOOR ABUTS WALL WITH VINYL FLOORING & VINYL SKIRTING, DIMENSIONS SHOWN CAN BE REDUCED BY 20mm

**DOOR CIRCULATION SPACE DETAIL (SWING DOOR)**  
1 : 50

**WALL/FLOOR COVING DETAIL**  
1 : 50

FLINTHS SHALL BE OF SOLID CONSTRUCTION OF A MINIMUM OF 200mm IN HEIGHT AND:

- MEET THE SAME SPECIFICATIONS AS FLOORS;
- HAVE IMPERVIOUS FINISH;
- BE ROUNDED AT ALL EXPOSED EDGES; AND
- BE COVED AT THE INTERSECTION OF THE WALL AND FLOOR.

MINIMUM 25mm RADIUS

APPROVED POLYVINYL SHEETING

PRE-FORMED BACKING PIECE

**CONSTRUCTION ISSUE (FOR CONSTRUCTION)**

© COPYRIGHT - THESE PLANS ARE SUBJECT TO COPYRIGHT. REPRODUCTION IN WHOLE OR PART IS FORBIDDEN WITHOUT WRITTEN CONSENT.  WRITTEN DIMENSIONS ARE TO TAKE PRECEDENCE OVER SCALE. DO NOT SCALE OFF DRAWING.	CONTRACT No. DATED ON BY OWNER  BY BUILDER BY WITNESS	PROJECT: PROPOSED UNISEX FACILITY (STAGE 1A/1B) CLIENT: BULOKE SHIRE_BIRCHIP REC. RESERVE LOCATION: CNR MORRISON & JOHNSON STREETS BIRCHIP 3483 REGISTRATION NUMBER: DP-AD 19055	REVISION DESCRIPTION DATE  SCALE: As indicated (A3 SHEET) SHEET No. 12 OF 15	DATE: 20/07/2020 TITLE: CONSTRUCTION DETAILS NORTH JOB No: 17-3427
--	--	---	---	---

**McKnight & Bray**  
MCKNIGHT & BRAY BUILDING DESIGN

Building Permit No.: 9512832201802  
 Date Issued: 25 February 2021  
 Municipal Planning Surveyor: Wayne Wilkie BS 111464

Signed: [Signature] LANG - SWAN HILL  
 The drawings/specifications are to be read in conjunction with the Building Code of Australia 2019  
 www.mcknightbray.com.au

ALL MATERIALS AND WORK PRACTICES SHALL COMPLY WITH, BUT NOT LIMITED TO THE BUILDING REGULATIONS 2006, THE NATIONAL CONSTRUCTION CODE SERIES 2016 BUILDING CODE OF AUSTRALIA VOLUME 1 AND ALL RELEVANT CURRENT AUSTRALIAN STANDARDS (AS AMENDED) REFERRED TO THEREIN.

UNLESS OTHERWISE SPECIFIED, THE TERM BCA SHALL REFER TO NATIONAL CONSTRUCTION CODE SERIES 2016 BUILDING CODE OF AUSTRALIA VOLUME 1.

ALL MATERIALS AND CONSTRUCTION PRACTICE SHALL MEET THE PERFORMANCE REQUIREMENTS OF THE BUILDING CODE OF AUSTRALIA, WHERE A PERFORMANCE SOLUTION IS PROPOSED THEN PRIOR TO IMPLEMENTATION OR INSTALLATION IT FIRST MUST BE ASSESSED AND APPROVED BY THE RELEVANT BUILDING SURVEYOR AS MEETING THE PERFORMANCE REQUIREMENTS OF THE BUILDING CODE OF AUSTRALIA.

STEP SIZES (OTHER THAN FOR SPIRAL STAIRS) TO BE:  
 — R5ERS (R) 190mm MAXIMUM AND 115mm MINIMUM  
 — GOING (G) 355mm MAXIMUM AND 250mm MINIMUM FOR PUBLIC STAIRWAYS AND 355mm MAXIMUM AND 240mm MINIMUM FOR PRIVATE STAIRWAYS  
 — 2R + 1G = 700mm MAXIMUM AND 550mm MINIMUM  
 — CONSTRUCTED WITH A LESS THAN 125mm GAP TO OPEN TREADS

ALL TREADS, LANDINGS AND THE LIKE TO HAVE A SLIP-RESISTANCE CLASSIFICATION OF P3 OR R10 FOR DRY SURFACE CONDITIONS AND P4 OR R11 FOR WET SURFACE CONDITIONS, OR A HOISING STRIP WITH A SLIP-RESISTANCE CLASSIFICATION OF P3 FOR DRY SURFACE CONDITIONS AND P4 FOR WET SURFACE CONDITIONS.

PROVIDE BARRIERS WHERE CHANGE IN LEVEL EXCEEDS 1000MM ABOVE THE SURFACE BENEATH LANDINGS, RAMPS AND/OR TREADS. BARRIERS (OTHER THAN TENSIONED WIRE BARRIERS) TO BE:  
 — 1000mm MINIMUM ABOVE FINISHED SURFACE LEVEL OF BALCONIES, LANDINGS OR THE LIKE, AND  
 — 85mm MINIMUM ABOVE FINISHED SURFACE LEVEL OF STAIR NOSING OR RAMP, AND  
 — VERTICAL WITH A LESS THAN 125mm GAP BETWEEN, AND  
 — ANY HORIZONTAL ELEMENT WITHIN THE BARRIER BETWEEN 150mm AND 760mm ABOVE THE FLOOR MUST NOT FACILITATE CLIMBING WHERE CHANGES IN LEVEL EXCEEDS 400mm ABOVE THE SURFACE BENEATH LANDINGS, RAMPS AND/OR TREADS.

TOP OF HAND RAILS TO BE MINIMUM 85mm VERTICALLY ABOVE STAIR NOSING AND FLOOR SURFACE OF RAMPS.

WINDOW SIZES NOMINATED ARE NOMINAL ONLY. ACTUAL SIZE MAY VARY ACCORDING TO MANUFACTURER. WINDOWS TO BE FLASHED ALL AROUND.

WATERPROOFING OF WET AREAS TO COMPLY WITH BCA PART F1.7

BUILDINGS IN MARINE OR OTHER EXPOSURE ENVIRONMENTS SHALL HAVE MASONRY UNITS, MORTAR AND ALL BUILT IN COMPONENTS AND THE LIKE COMPLYING WITH THE DURABILITY REQUIREMENTS OF AS3700-2011 MASONRY STRUCTURES.

ALL STORM WATER TO BE TAKEN TO THE LEGAL POINT OF DISCHARGE TO THE RELEVANT AUTHORITIES' APPROVAL.

THESE DRAWINGS SHALL BE READ IN CONJUNCTION WITH ALL ARCHITECTURAL SPECIFICATIONS, RELEVANT STRUCTURAL AND ALL OTHER CONSULTANTS' DRAWINGS/DETAILS AND SPECIFICATIONS AND WITH ANY OTHER WRITTEN INSTRUCTIONS ISSUED DURING THE CONTRACT.

ALL MEASUREMENTS AND LEVELS IN MILLIMETRES UNLESS NOTED OTHERWISE.

FIGURED DIMENSIONS TAKE PRECEDENCE OVER SCALED DIMENSIONS.

THE BUILDER SHALL TAKE ALL STEPS NECESSARY TO ENSURE THE STABILITY AND GENERAL WATER TIGHTNESS OF ALL NEW AND/OR EXISTING STRUCTURES AND ALL ESSENTIAL SERVICES TO BE MAINTAINED DURING ALL WORKS.

A BUILDING PERMIT IS REQUIRED PRIOR TO THE COMMENCEMENT OF THESE WORKS. THE RELEASE OF THESE DOCUMENTS IS CONDITIONAL TO THE OWNER OBTAINING THE REQUIRED BUILDING PERMIT.

THE BUILDER AND SUBCONTRACTORS SHALL CHECK AND VERIFY ALL DIMENSIONS, SETBACKS, LEVELS AND SPECIFICATIONS AND ALL OTHER RELEVANT DOCUMENTATION PRIOR TO THE COMMENCEMENT OF ANY WORKS. REPORT ALL DISCREPANCIES TO THIS OFFICE FOR CLARIFICATION.

INSTALLATION OF ALL SERVICES SHALL COMPLY WITH THE RESPECTIVE SUPPLY AUTHORITY REQUIREMENTS.

THE BUILDER AND SUBCONTRACTOR SHALL ENSURE THAT ALL STORM WATER DRAINS, SEWER PIPES AND THE LIKE ARE LOCATED AT A SUFFICIENT DISTANCE FROM ANY BUILDINGS FOOTING AND/OR SLAB EDGE BEAMS TO PREVENT GENERAL MOISTURE PENETRATION, DAMPHNESS, WEAKENING AND UNDERMINING OF ANY BUILDING AND ITS FOOTING SYSTEM.

THESE PLANS HAVE BEEN PREPARED FOR THE EXCLUSIVE USE BY THE CLIENT OF MCKNIGHT & BRAY BUILDING DESIGN PTY LTD (THE DESIGNER) FOR THE PURPOSE EXPRESSLY NOTIFIED TO THE DESIGNER. ANY OTHER PERSON WHO USES OR RELIES ON THESE PLANS WITHOUT THE DESIGNER'S WRITTEN CONSENT DOES SO AT THEIR OWN RISK AND NO RESPONSIBILITY IS ACCEPTED BY THE DESIGNER FOR SUCH USE AND/OR RELIANCE.

THE CLIENT AND/OR THE CLIENT'S BUILDER SHALL NOT MODIFY OR AMEND THE PLANS WITHOUT THE KNOWLEDGE AND CONSENT OF MCKNIGHT & BRAY BUILDING DESIGN PTY LTD. EXCEPT WHERE A REGISTERED BUILDING SURVEYOR MAKES MINOR NECESSARY CHANGES TO FACILITATE THE BUILDING PERMIT APPLICATION AND THAT SUCH CHANGES ARE PROMPTLY REPORTED BACK TO MCKNIGHT & BRAY BUILDING DESIGN PTY LTD.

THE APPROVAL BY THIS OFFICE OF A SUBSTITUTE MATERIAL, WORK PRACTICE, VARIATION OR THE LIKE IS NOT AN AUTHORISATION FOR ITS USE OR A CONTRACT VARIATION. ALL VARIATIONS MUST BE ACCEPTED BY ALL PARTIES TO THE AGREEMENT AND WHERE APPLICABLE THE RELEVANT BUILDING SURVEYOR PRIOR TO IMPLEMENTING ANY VARIATION.

REFER TO CIVIL ENGINEERS DESIGN AND DETAILS FOR ALL STORM WATER, CAR PARKING AND DRIVEWAY CONSTRUCTION REQUIREMENTS.

REFER TO FIRE SERVICES DESIGN FOR ALL HYDRANT, HOSE REELS AND EXTINGUISHER DETAILS.

ELECTRICAL SWITCHBOARDS LOCATED IN THE PATH OF TRAVEL TO EXITS TO BE ENCLOSED IN A METAL OR OTHER NON COMBUSTIBLE CABINET WITH SMOKE PROOF DOORS. SIGNIFICANT SWITCHBOARDS SHALL BE PROVIDED WITH A 5KG CARBON DIOXIDE EXTINGUISHER OR ANOTHER TYPE OF EXTINGUISHER WITH A MINIMUM CLASSIFICATION OF 1A:1E AND FITTED WITH A HOSE COMPLETE WITH EXTINGUISHER IDENTIFICATION SIGNAGE AND SHALL BE LOCATED BETWEEN 2m AND 20m FROM THE SIGNIFICANT SWITCHBOARD.

FIRE HAZARD PROPERTIES OF MATERIALS AND ASSEMBLIES TO COMPLY WITH BCA SPECIFICATION C1.10.

MECHANICAL VENTILATION OR AIR-CONDITIONING OF ROOMS TO BE PROVIDED WITH A SYSTEM COMPLYING WITH AS 1668.2 AND AS1 N25 3666.1 AS AMENDED. EXHAUST OUTLETS TO BE LOCATED NO CLOSER THAN 6.0M TO FRESH AIR INLETS.

SEDIMENT POLLUTION CONTROL:  
 — A SITE MANAGEMENT PLAN IS TO BE IMPLEMENTED DURING CONSTRUCTION TO CONTROL SEDIMENT RUN-OFF IN ACCORDANCE WITH EPA VICTORIA PUBLICATION #275 'CONSTRUCTION TECHNIQUES FOR SEDIMENT POLLUTION CONTROL'.  
 — PROVIDE 'PROPEX' OR WRITTEN APPROVED EQUIVALENT SILT FENCES TO THE LOW SIDE OF THE ALLOTMENT AND AROUND ALL SOIL STOCKPILES AND STORM WATER INLET PITS / SUMP/ AND INSTALL 'SILT STOP' FILTER BAGS OVER ALL STORM WATER ENTRY FITS DURING CONSTRUCTION WORKS.  
 — 'SUPERGRO' OR WRITTEN APPROVED EQUIVALENT EROSION CONTROL FABRIC TO BE PLACED OVER GARDEN BEDS TO PREVENT SURFACE EROSION DURING RE VEGETATION PERIOD.

AUTHORITIES LIST:  
 MUNICIPALITY: BULOKE SHIRE  
 SEWERAGE AUTHORITY: GRAMPYAN'S WIMMERA MALLEE WATER  
 DRAINAGE AUTHORITY: BULOKE SHIRE  
 RELEVANT FIRE AUTHORITY: CFA  
 RELEVANT ELECTRICAL SUPPLY AUTHORITY: POWERCOR

FLOOR COVERINGS ARE TO COMPLY WITH THE FOLLOWING IN ACCORDANCE WITH SPECIFICATION C1.10 OF THE NCC VOL ONE:  
 A FLOOR LINING OR FLOOR COVERING MUST HAVE:  
 (a) A CRITICAL RADIANT FLUX NOT LESS THAN THAT LISTED IN TABLE 2 (TABLE 2 - CLASS 9a PATIENT CARE AREAS; 4.5 kWh/m²; AND AREAS OTHER THAN PATIENT CARE AREAS: 2.2 kWh/m²); AND  
 (b) IN A BUILDING NOT PROTECTED BY A SPRINKLER SYSTEM COMPLYING WITH SPECIFICATION E1.5, A MAXIMUM SMOKE DEVELOPMENT RATE OF 750 PERCENT MINUTES; AND  
 (c) A GROUP NUMBER COMPLYING WITH CLAUSE 6.9(a)(ii), FOR ANY PORTION OF THE FLOOR COVERING THAT IS CONTINUED MORE THAN 150mm UP A WALL.

SELECTED NEW CARPET COVERINGS TO ALL ACCESSIBLE AREAS ARE TO HAVE (IN ACCORDANCE WITH AS 1428.1):  
 a) A PILE HEIGHT OR PILE THICKNESS NO GREATER THAN 6mm AND THE CARPET BACKING THICKNESS SHALL BE NO GREATER THAN 4mm  
 b) ANY EXPOSED EDGES OF THE FLOOR COVERING ARE TO BE FASTENED TO THE FLOOR SURFACE AND SHALL HAVE A TRIM ALONG THE ENTIRE LENGTH OF ANY EXPOSED EDGE; AND  
 c) AT THE LEADING EDGES, CARPET TRIMS AND ANY SOFT FLEXIBLE MATERIALS SHALL HAVE A VERTICAL FACE NO HIGHER THEN 3mm OR A ROUNDED BEVELLED EDGE NO HIGHER THAN 5mm OR ABOVE THAT HEIGHT A GRADIENT OF 1 IN 5 UP TO A TOTAL MAXIMUM HEIGHT OF 10mm

SIGNAGE REQUIREMENTS:  
 IN A BUILDING REQUIRED TO BE ACCESSIBLE:  
 (a) BRAILLE AND TACTILE SIGNAGE COMPLYING WITH SPECIFICATION D3.6 MUST:  
 (i) INCORPORATE THE INTERNATIONAL SYMBOL OF ACCESS OR DEAFNESS IN ACCORDANCE WITH AS 1428.1 AND IDENTIFY EACH SANITARY FACILITY.  
 (ii) THE SIGNAGE MUST IDENTIFY EACH DOOR REQUIRED BY E4.5 TO BE PROVIDED WITH AN EXIT SIGN, AND STATE:  
 a) "EXIT"; AND  
 b) "LEVEL" FOLLOWED BY THE FLOOR LEVEL NUMBER.  
 (b) SIGNAGE IN ACCORDANCE WITH AS 1428.1 MUST BE PROVIDED FOR ACCESSIBLE SANITARY FACILITIES TO IDENTIFY IF THE FACILITY IS SUITABLE FOR LEFT OR RIGHT HANDED USE; AND  
 (c) SIGNAGE TO IDENTIFY AN AMBULANT ACCESSIBLE SANITARY FACILITY IN ACCORDANCE WITH AS 1428.1 MUST BE LOCATED ON THE DOOR OF THE FACILITY; AND  
 (d) WHERE A BANK OF SANITARY FACILITIES IS NOT PROVIDED WITH AN ACCESSIBLE UNISEX SANITARY FACILITY, DIRECTIONAL SIGNAGE INCORPORATING THE INTERNATIONAL SYMBOL OF ACCESS IN ACCORDANCE WITH AS 1428.1 MUST BE PLACED IN THE LOCATION OF THE SANITARY FACILITIES THAT ARE NOT ACCESSIBLE, TO DIRECT A PERSON TO THE LOCATION OF THE NEAREST ACCESSIBLE UNISEX SANITARY FACILITY.  
 BUILDER TO ENSURE SIGNAGE IS PROVIDED 4 INSTALLED TO COMPLY WITH SPECIFICATION D3.6 OF THE BCA VOL 1.

TYPE	COMMENTS	COUNT	HEIGHT	WIDTH	FLOOR LEVEL
D1	LAMINEX AMBULANT PARTITION DOOR	2	1700	700	GROUND FL
D2	LAMINEX STANDARD PARTITION DOOR	16	1700	600	GROUND FL
D3	35mm HUMÉ SOLICORE FLUSH/PANEL PAINTED	3	2040	820	GROUND FL
D4	35mm HUMÉ SOLICORE FLUSH/PANEL PAINTED	1	2040	920	FIRST FL
D5	FIXED OPENING NO DOOR	1	2040	1000	FIRST FL

**Buloke Shire Council**  
**APPROVED**  
**BUILDING PERMIT**

Council Reference No.: 20210011/0  
 Building Permit No.: 3512832201802  
 Date Issued: 25 February 2021  
 Municipal Building Surveyor: Wayne Wilkie BS-U116  
 Signed: \_\_\_\_\_

These drawings and specifications form part of the building permit approval.

(03) 5452 2255  
 info@mcknightbray.com.au  
 www.mcknightbray.com.au

© COPYRIGHT - THESE PLANS ARE SUBJECT TO COPYRIGHT. REPRODUCTION IN WHOLE OR PART IS FORBIDDEN WITHOUT WRITTEN CONSENT.  WRITTEN DIMENSIONS ARE TO TAKE PRECEDENCE OVER SCALE. DO NOT SCALE OFF DRAWING.	CONTRACT No. DATED ON BY OWNER  BY BUILDER BY WITNESS	PROJECT: PROPOSED UNISEX FACILITY (STAGE 1A/1B) CLIENT: BULOKE SHIRE_BIRCHIP REC. RESERVE LOCATION: CNR MORRISON & JOHNSON STREETS BIRCHIP 3483 REGISTRATION NUMBER: DP-AD 19055 DRAWN: dw	REVISION DESCRIPTION DATE DATE: 2007/02/20 TITLE: NOTES AND SCHEDULES NORTH JOB No: 17-3427 SCALE: (A3 SHEET) SHEET No. 13 OF 15	 MCKNIGHT & BRAY BUILDING DESIGN
--	--	--	---	-------------------------------------

CONSTRUCTION ISSUE (FOR CONSTRUCTION)

R:\SWAN HILL FILES\01\_COMPLETED JOBS\BULOKE SHIRE - BIRCHIP REC\BULOKE SHIRE\_BIRCHIP REC RESERVE 17-3427 (STAGE 1A) v4 2007/02/20 11:15:19 AM

### LIGHTING LEGEND

**LIGHTING**

- 20W PIER/LITE DLED2B1234E DLED MKII 1200 x 300  
4000K ECO WITH SURFACE MOUNTING FRAME
- 30W 4000K LED SURFACE MOUNTED LIGHT FITTING, PIER/LITE  
OR APPROVED SIMILAR
- ⊞ 12W 4000K LED LAMP ARRAY, WALL MOUNT AT 2400 UNLESS  
NOTED OTHERWISE, IP65/IPK1 OR ROUND BLACK, PIER/LITE AM,  
SIDE MOON LED CODE: 5-DE5421-LBN
- HIGH BAY LED LIGHT 200W ECO/HB200W/BS0G4  
PIERLUX ECO HIGHBAY GEN 4  
200W 28000LM 5000K
- 40W 4K LED ARRAY SURFACE MOUNT BATTEN IP20 RATED /  
OPAL DIFFUSER 4 WHITE BODY PIER/LITE AM, DBLED/4  
WITH WIRE GUARD
- ⊞ CLIPSAL 2000 SERIES GANG SWITCH, MULTIGANG AS SHOWN  
MOTION SENSING, 1200V AC, 10A, 1000W, 1000VA, 1000VA, 1000VA, 1000VA  
SWITCH, 2-POLE, 2-POLE, 2-POLE, 2-POLE, 2-POLE, 2-POLE, 2-POLE, 2-POLE  
INDICATED BY WAY SWITCHES IN SELECTED AREAS
- ⊞ LIGHTING MOTION SENSOR

**POWER**

- ⊞ 2 x 10 AMP SINGLE PHASE GPO, CLIPSAL 2000 SERIES  
MOVING LIGHT, MOUNT AT 300 AFF, UNLESS NOTED OTHERWISE

ILLUMINATION POWER DENSITY SCHEDULE						
NAME	AREA	MAX W/m²	ADJUSTMENT FACTOR	MAXIMUM ILLUMINATION POWER DENSITY	DESIGN WATTS	COMPLIES
ACC UNISEX WC	6 m²	6 W	0.7	53 W	30 W	Yes
AWAY BATH	1.4 m²	6 W	0.7	118 W	56 W	Yes
HOME BATH	2.4 m²	6 W	0.7	203 W	112 W	Yes
UMPIRES CHANGE	2.1 m²	6 W	0.7	176 W	30 W	Yes
6.4 m²				550 W	228 W	

LIGHTING LAYOUT IS INDICATIVE ONLY. AT THE CLIENTS DISCRETION, ALTERATIONS ARE POSSIBLE WHEN DONE IN ACCORDANCE WITH THE NOTES BELOW.  
BUILDER OR ELECTRICAL CONTRACTOR MAY VARY LIGHTING LAYOUT SHOWN WITH CLIENT APPROVAL, PROVIDING THAT THE TOTAL DESIGN WATTS REMAIN LESS THAN THE MAXIMUM ILLUMINATION POWER DENSITY FOR EACH TABLES OVERALL TOTAL (REFER TABLES ABOVE) REFER TO PART J REPORT

CLIENT NOTE:  
CLIENT TO DETERMINE WITH BUILDER NUMBER & LOCATIONS OF GPO'S. USE THIS PLAN & LEGEND TO DETAIL

### LIGHTING PLAN

1 : 100

R:\G3\11 FILE\5921\_1\_COMPLETED JOB\BULOKE SHIRE - BIRCHIP REC\BULOKE SHIRE\_BIRCHIP REC RESERVE 17-3427 (STAGE 1)1.rvt 2/07/2020 11:15:20 AM

© COPYRIGHT - THESE PLANS ARE SUBJECT TO COPYRIGHT. REPRODUCTION IN WHOLE OR PART IS FORBIDDEN WITHOUT WRITTEN CONSENT.

WRITTEN DIMENSIONS ARE TO TAKE PRECEDENCE OVER SCALE. DO NOT SCALE OFF DRAWING

PROJECT: PROPOSED UNISEX FACILITY (STAGE 1A/1B)

CLIENT: BULOKE SHIRE\_BIRCHIP REC. RESERVE

LOCATION: CNR MORRISON & JOHNSON STREETS BIRCHIP 3483

REGISTRATION NUMBER: DP-AD 19055      DRAWN: DW

REVISION	DESCRIPTION	DATE

DATE:	10/07/2020
TITLE:	LIGHTING PLAN
SCALE:	1 : 100 (A3 SHEET)
SHEET No.	14 OF 15

Buloke Shire Council **APPROVED BUILDING PERMIT**

Council Reference No.: 20210011/0  
Building Permit No.: 3512832201802  
Date Issued: 25 February 2021  
Municipal Building Surveyor: Wayne Wilkie BS-U1164

**ENERGY EFFICIENCY REQUIREMENTS**  
REFER TO ENERGY EFFICIENCY REPORT TO ACOM/FANN THESE PLANS FOR COMPLIANCE WITH BCA VOL. 1 PART J

CONSTRUCTION ISSUE (FOR CONSTRUCTION)

### LIGHTING LEGEND

**LIGHTING**

- 28W PIERLITE DLED2D1234E DLED MKII 1200 x 300  
4000K ECO WITH SURFACE MOUNTING FRAME
- 30W 4000K LED SURFACE MOUNTED LIGHT FITTING, PIERLITE  
OR APPROVED SIMILAR
- 12W 4000K LED LAMP ARRAY, WALL MOUNT AT 2400 UNLESS  
NOTED OTHERWISE, IP65/IK10/ROUND BLACK, PIERLITE AM,  
SIDE MOON LED CODE: 5/DE5421-LBN
- HIGH BAY LED LIGHT 200W ECOHB200W/850G4  
PIERLUX ECO HIGHBAY GEN 4  
200W 20000LM 5000K
- 40W 4K LED ARRAY SURFACE MOUNT BATTEN IP20 RATED /  
OPAL DIFFUSER 4 WHITE BODY PIERLITE AM, D/LED/4  
WITH WIRE GUARD
- CU/PSAL 2000 SERIES GANG SWITCH, MULTIGANG AS SHOWN  
SWITCHES SHALL BE INSTALLED IN ACCORDANCE WITH THE WIRING RULES AND REFER TO THE WIRING SCHEDULE FOR WIRING METHODS  
UNLESS OTHERWISE SPECIFIED
- LIGHTING MOTION SENSOR

**POWER**

- 2 x 10 AMP SINGLE PHASE GPO, CU/PSAL 2000 SERIES  
LOCATING THE GPO MOUNT AT 2000MM UNLESS NOTED OTHERWISE

ILLUMINATION POWER DENSITY SCHEDULE						
NAME	AREA	MAX W/m <sup>2</sup>	ADJUSTMENT FACTOR	MAXIMUM ILLUMINATION POWER DENSITY	DESIGN WATTS	COMPLIES
ACC UNISEX WC	6 m <sup>2</sup>	6 W	0.7	53 W	30 W	Yes
AWAY BATH	14 m <sup>2</sup>	6 W	0.7	118 W	56 W	Yes
HOME BATH	24 m <sup>2</sup>	6 W	0.7	203 W	112 W	Yes
UMPIRES CHANGE	21 m <sup>2</sup>	6 W	0.7	176 W	30 W	Yes
		64 m <sup>2</sup>		550 W	226 W	

**LIGHTING LAYOUT IS INDICATIVE ONLY. AT THE CLIENTS DISCRETION, ALTERATIONS ARE POSSIBLE WHEN DONE IN ACCORDANCE WITH THE NOTES BELOW:**  
BUILDER OR ELECTRICAL CONTRACTOR MAY VARY LIGHTING LAYOUT SHOWN WITH CLIENT APPROVAL, PROVIDING THAT THE TOTAL DESIGN WATTS REMAIN LESS THAN THE MAXIMUM ILLUMINATION POWER DENSITY FOR EACH TABLES OVERALL TOTAL (REFER TABLES ABOVE) REFER TO PART J REPORT

**CLIENT NOTE:**  
CLIENT TO DETERMINE WITH BUILDER NUMBER 4 LOCATIONS OF GPOS. USE THIS PLAN & LEGEND TO DETAIL

### PROPOSED LIGHTING FIRST FLOOR PLAN

1 : 100

**EMERGENCY LIGHTING LEGEND**  
EVERY REQUIRED EMERGENCY LIGHTING SYSTEM MUST COMPLY WITH AS 2293.1

	E4E LIGHTING AUSTRALIA EXLED EMERGENCY EXIT SIGN, 3V LED EXIT CAV RUNNING MAIN DIFFUSER
	E4E LIGHTING AUSTRALIA EXLED EMERGENCY EXIT SIGN, 3V LED EXIT CAV RUNNING MAIN DIFFUSER WITH DIRECTIONAL ARROWS AS REQUIRED

**LEGEND**

	E EXHAUST FAN FITTED WITH 'DRAFT STOPPER' OR APPROVED SIMILAR SEALING DEVICE
--	--

CONSTRUCTION ISSUE (FOR CONSTRUCTION)

© COPYRIGHT - THESE PLANS ARE SUBJECT TO COPYRIGHT. REPRODUCTION IN WHOLE OR PART IS FORBIDDEN WITHOUT WRITTEN CONSENT.

WRITTEN DIMENSIONS ARE TO TAKE PRECEDENCE OVER SCALE. DO NOT SCALE OFF DRAWING

CONTRACT No. \_\_\_\_\_ DATED ON \_\_\_\_\_ BY OWNER \_\_\_\_\_

BY BUILDER \_\_\_\_\_ BY WITNESSES \_\_\_\_\_

PROJECT: PROPOSED UNISEX FACILITY (STAGE 1A/1B)

CLIENT: BULOKE SHIRE\_BIRCHIP REC. RESERVE

LOCATION: CNR MORRISON & JOHNSON STREETS BIRCHIP 3483

REGISTRATION NUMBER: DP-AD 19055 DRAWN: DW

REVISION	DESCRIPTION	DATE

DATE: \_\_\_\_\_

TITLE: FIRST FLOOR LIGHTING PLAN

SCALE: 1 : 100 (A3 SHEET)

SHEET No. 15 OF 15

Buloke Shire Council  
**APPROVED BUILDING PERMIT**

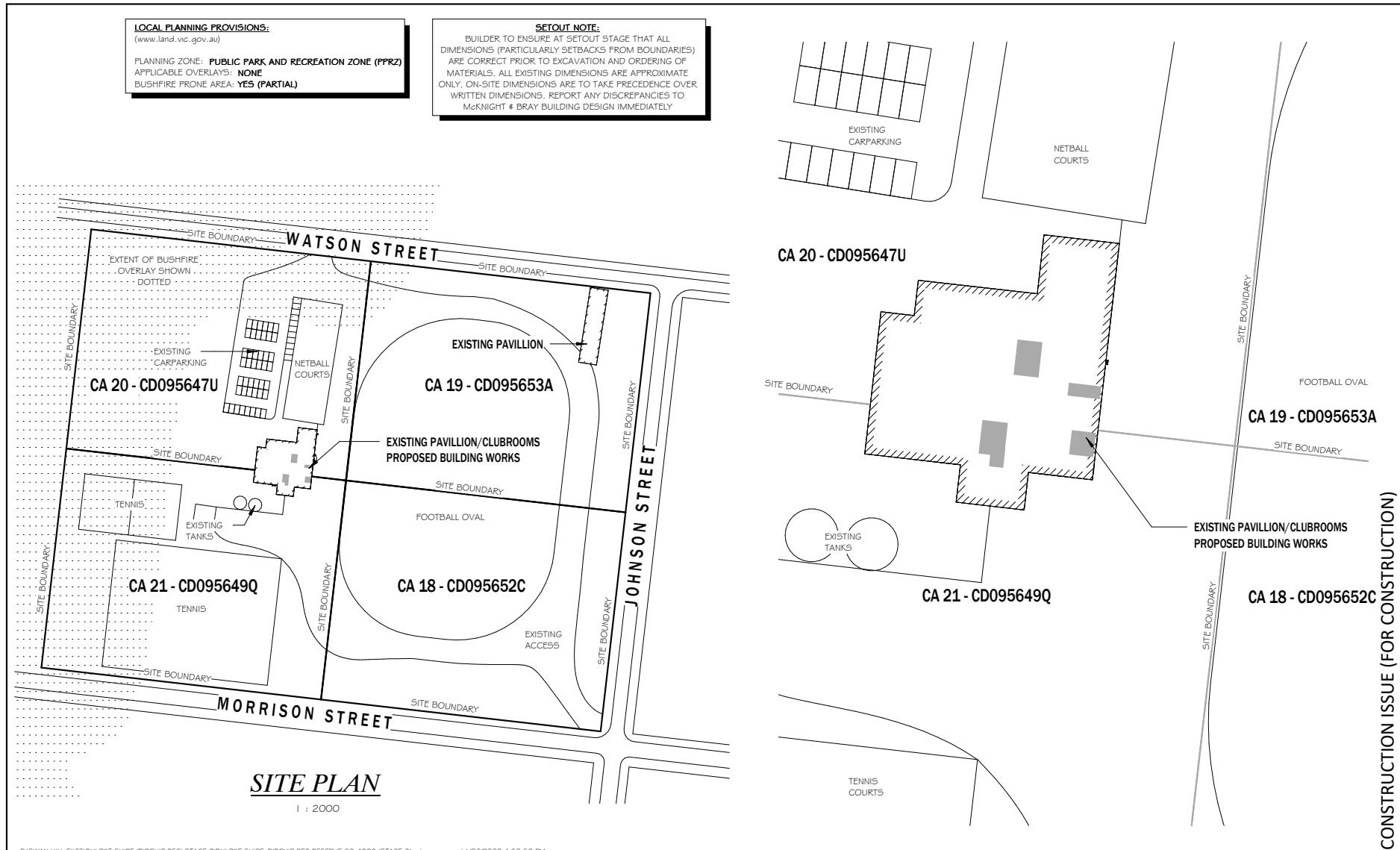
Building Reference No.: 20210011/0  
Building Permit No.: 3512832201802  
Date Issued: 25 February 2021  
Municipal Building Surveyor: Wayne Wilkie BS-11111

These drawings/specifications/documents form part of the building permit approval.

**ENERGY EFFICIENCY REQUIREMENTS**  
REFER TO ENERGY EFFICIENCY REPORT TO ACCOMPANY THESE PLANS FOR COMPLIANCE WITH BCA VOL. 1 PART J

KERANG - SWAN HILL  
(03) 5452 2255  
info@mcknightbray.com.au  
www.mcknightbray.com.au

McKnight & Bray  
MCKNIGHT & BRAY BUILDING DESIGN



**LOCAL PLANNING PROVISIONS:**  
(www.land.vic.gov.au)

PLANNING ZONE: **PUBLIC PARK AND RECREATION ZONE (PPRZ)**  
APPLICABLE OVERLAYS: **NONE**  
BUSHFIRE PRONE AREA: **YES (PARTIAL)**

**SETOUT NOTE:**  
BUILDER TO ENSURE AT SETOUT STAGE THAT ALL DIMENSIONS (PARTICULARLY SETBACKS FROM BOUNDARIES) ARE CORRECT PRIOR TO EXCAVATION AND ORDERING OF MATERIALS. ALL EXISTING DIMENSIONS ARE APPROXIMATE ONLY. ON-SITE DIMENSIONS ARE TO TAKE PRECEDENCE OVER WRITTEN DIMENSIONS. REPORT ANY DISCREPANCIES TO MCKNIGHT & BRAY BUILDING DESIGN IMMEDIATELY

**SITE PLAN**

1 : 2000

R:\SWAN HILL FILES\BULOKE SHIRE (BIRCHIP REC) STAGE 2\BULOKE SHIRE\_BIRCHIP REC RESERVE 20-4208 (STAGE 2).vrt 11/06/2020 4:53:59 PM

© COPYRIGHT - THESE PLANS ARE SUBJECT TO COPYRIGHT. REPRODUCTION IN WHOLE OR PART IS FORBIDDEN WITHOUT WRITTEN CONSENT.

CONTRACT No.  
DATED ON  
BY OWNER  
BY BUILDER  
BY WITNESS

PROJECT: **PROPOSED UNISEX FACILITY (STAGE 2A/2B)**  
CLIENT: **BULOKE SHIRE BIRCHIP REC. RESERVE**  
LOCATION: **CNR MORRISON & JOHNSON STREETS BIRCHIP 3483**

REGISTRATION NUMBER: DP-AD 19055

DRAWN: DW

REVISION	DESCRIPTION	DATE

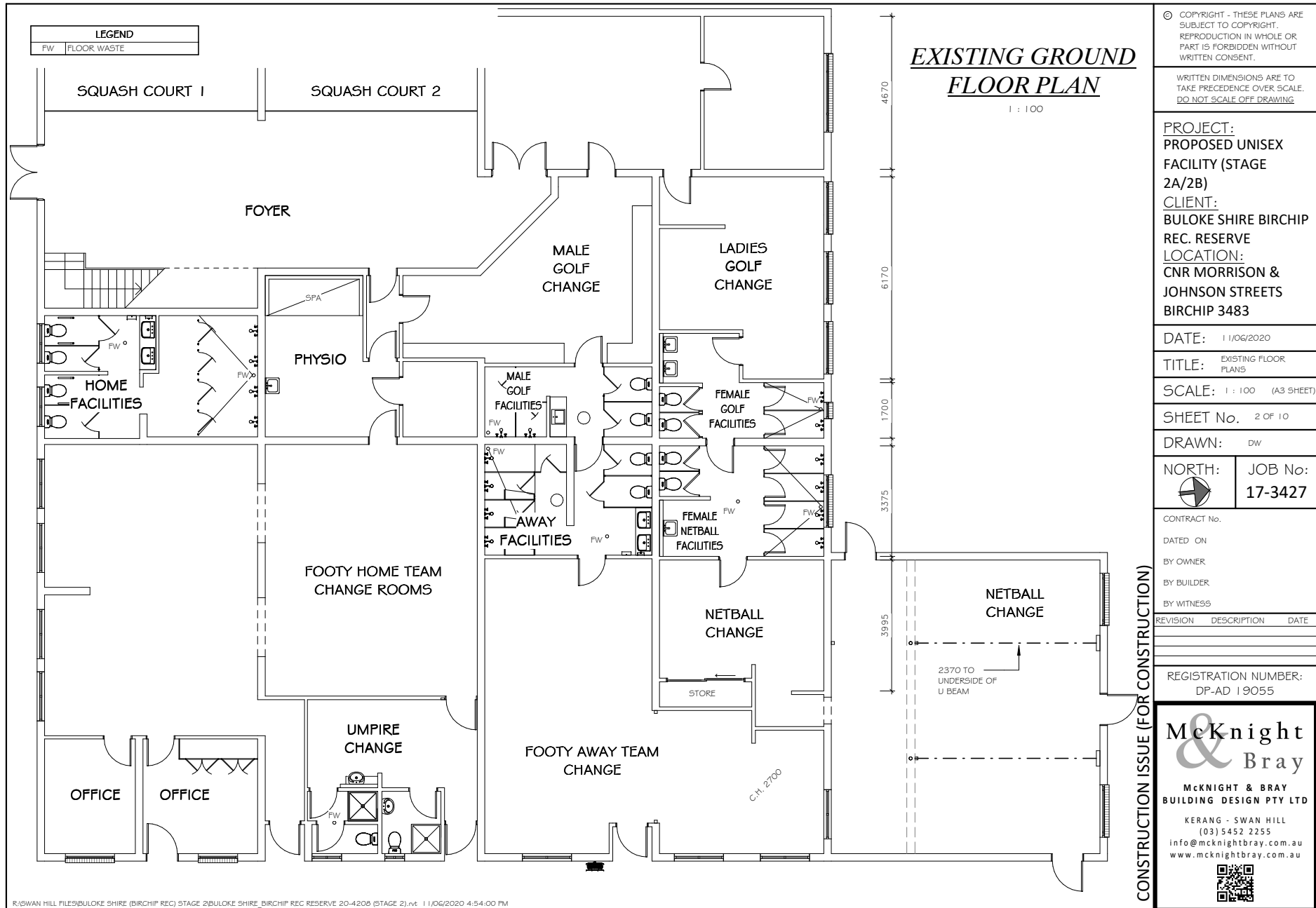
SCALE: As indicated (A3 SHEET)  
SHEET No. 1 OF 10

DATE: 11/06/2020  
TITLE: SITE PLAN  
NORTH  
JOB No: 17-3427

**McKnight & Bray**  
Kerang - Swan Hill  
(03) 5452 2255  
info@mcknightbray.com.au  
www.mcknightbray.com.au

MCKNIGHT & BRAY BUILDING DESIGN

CONSTRUCTION ISSUE (FOR CONSTRUCTION)



© COPYRIGHT - THESE PLANS ARE SUBJECT TO COPYRIGHT. REPRODUCTION IN WHOLE OR PART IS FORBIDDEN WITHOUT WRITTEN CONSENT.

WRITTEN DIMENSIONS ARE TO TAKE PRECEDENCE OVER SCALE. DO NOT SCALE OFF DRAWING

**PROJECT:**  
 PROPOSED UNISEX FACILITY (STAGE 2A/2B)  
**CLIENT:**  
 BULOKE SHIRE BIRCHIP REC. RESERVE  
**LOCATION:**  
 CNR MORRISON & JOHNSON STREETS BIRCHIP 3483


**DATE:** 11/06/2020

**TITLE:** EXISTING FLOOR PLANS

**SCALE:** 1 : 100 (A3 SHEET)

**SHEET No.** 2 OF 10

**DRAWN:** DW

**NORTH:**  **JOB No:** 17-3427

**CONTRACT No.**  
 DATED ON  
 BY OWNER  
 BY BUILDER  
 BY WITNESS

REVISION	DESCRIPTION	DATE

**REGISTRATION NUMBER:** DP-AD 19055

**McKnight & Bray**  
 McKNIGHT & BRAY  
 BUILDING DESIGN PTY LTD  
 KERANG - SWAN HILL  
 (03) 5452 2255  
 info@mcknightbray.com.au  
 www.mcknightbray.com.au



CONSTRUCTION ISSUE (FOR CONSTRUCTION)

R:\SWAN HILL FILES\BULOKE SHIRE (BIRCHIP REC) STAGE 2\BULOKE SHIRE\_BIRCHIP REC RESERVE 20-4208 (STAGE 2).rvt 11/06/2020 4:54:00 PM

**DEMOLITION NOTES:**

ALL MATERIALS AND WORK PRACTICES SHALL COMPLY WITH, BUT NOT LIMITED TO, THE BUILDING REGULATIONS 2006, THE NATIONAL CONSTRUCTION CODE SERIES 2016 BUILDING CODE OF AUSTRALIA VOL. 2 AND ALL RELEVANT CURRENT AUSTRALIAN STANDARDS (AS AMENDED) REFERRED TO THEREIN. THESE SPECIFICATIONS SPECIFY ONLY THE MINIMUM STANDARD OF WORK FOR THE DEMOLITION WORKS ON RESIDENTIAL PROJECTS, AND ALL WORKMANSHIP AND PRECAUTIONS SHALL BE TO BEST TRADE PRACTICE.

PRECAUTIONS MUST BE TAKEN BEFORE AND DURING DEMOLITION IN ACCORDANCE WITH AS 2601 -2001 : THE DEMOLITION OF STRUCTURES.

DURING THE PROGRESS OF THE DEMOLITION THE WORKS SHALL BE UNDER THE CONTINUOUS SUPERVISION OF THE DEMOLISHER OR OF AN EXPERIENCED FOREMAN, AND DEMOLITION SHALL BE EXECUTED STOREY BY STOREY COMMENCING AT THE ROOF AND WORKING DOWNWARDS.

THE DEMOLITION MUST NOT BE COMMENCED UNTIL THE PRECAUTIONARY MEASURES HAVE BEEN INSPECTED AND APPROVED BY THE RELEVANT BUILDING SURVEYOR.

THE DEMOLISHER SHALL CONSTRUCT A TEMPORARY CROSSING PLACED OVER THE FOOTPATH, AS REQUIRED BY THE COUNCIL.

NO PART OF ANY EXTERNAL WALL ON OR WITHIN 3.00M OF A STREET ALIGNMENT MAY BE PULLED DOWN, EXCEPT DURING THE HOURS THAT THE RELEVANT BUILDING SURVEYOR DIRECTS.

PROTECTIVE OUTRIGGERS, FENCES, AWNINGS, HOARDING, BARRICADES AND THE LIKE MUST BE INSTALLED WHERE NECESSARY TO GUARD AGAINST DANGER TO LIFE OR PROPERTY OR WHEN REQUIRED BY THE RELEVANT BUILDING SURVEYOR.

DUST CREATING MATERIAL, UNLESS THOROUGHLY DAMPENED DOWN, SHALL NOT BE THROWN OR DROPPED FROM THE BUILDING BUT SHALL BE LOWERED BY HOISTING APPARATUS OR REMOVED BY MATERIAL CHUTES. ALL CHUTES SHALL BE COMPLETELY ENCLOSED AND A DANGER SIGN SHALL BE AT THE DISCHARGE END OF EVERY CHUTE.

ALL PRACTICABLE PRECAUTIONS SHALL BE TAKEN TO AVOID DANGER FROM COLLAPSE OF A BUILDING WHEN ANY PART OF A FRAMED OR PARTLY FRAMED BUILDING IS REMOVED.

DEMOLISHED MATERIAL SHALL NOT BE ALLOWED TO REMAIN ON ANY FLOOR OR STRUCTURE IF THE WEIGHT OF THE MATERIAL EXCEEDS THE SAFE CARRYING CAPACITY OF THE FLOOR OR STRUCTURE, AND SUCH MATERIAL SHALL NOT BE SO PILED OR STACKED THAT IT WILL ENDANGER WORKMEN OR OTHER PERSONS, AND SHALL BE REMOVED AS SOON AS PRACTICABLE FROM THE SITE.

NO WALL, CHIMNEY OR OTHER STRUCTURE OR PART OF A STRUCTURE SHALL BE LEFT UNATTENDED OR UNSUPPORTED IN SUCH A CONDITION THAT IT MAY COLLAPSE DUE TO WIND OR VIBRATION OR OTHER-WISE BECOME DANGEROUS.

BEFORE DEMOLITION IS COMMENCED, AND ALSO DURING THE PROGRESS OF SUCH WORKS, ALL ELECTRICAL CABLE OR APPARATUS WHICH ARE LIABLE TO BE A SOURCE OF DANGER - OTHER THAN CABLE OR APPARATUS USED FOR THE DEMOLITION WORKS - SHALL BE DISCONNECTED.

ARRANGEMENTS SHALL BE MADE WITH THE RELEVANT ELECTRICAL SUPPLY AUTHORITY FOR THE DISCONNECTION OF ELECTRICAL MAINS SUPPLY EXCEPT THAT, WHERE PARTIAL DEMOLITION IS PROPOSED, THE LICENSED ELECTRICAL CONTRACTOR SHALL SATISFY THE RELEVANT ELECTRICAL SUPPLY AUTHORITY THAT THE PORTION OF THE BUILDING TO BE DEMOLISHED HAS BEEN ISOLATED.

THE DEMOLISHER SHALL BE RESPONSIBLE FOR THE DISCONNECTION OF ALL TELECOMMUNICATION SUPPLIES.

THE DEMOLISHER SHALL BE RESPONSIBLE TO CUT AND SEAL ANY STORM WATER, SEWER PIPES, WATER SERVICES, GAS SERVICES AND THE LIKE.

THE POSITION OF CAPPED SEWER AND STORM WATER DRAINS, SEALED-OFF WATER SUPPLY LINES, GAS SUPPLY LINES AND THE LIKE ARE TO BE CLEARLY MARKED ON THE SITE.

ANY SEPTIC TANK(S) ON THE DEMOLITION SITE SHALL BE EMPTIED AND FILLED WITH CLEAN SAND, OR REMOVED ENTIRELY, AND ANY SOAK WELLS, LEACH DRAINS OR SIMILAR APPARATUS SHALL BE REMOVED OR FILLED WITH CLEAN SAND.

ANY SWIMMING POOLS, PONDS OR THE LIKE EITHER ON THE DEMOLITION SITE OR ON THE NEIGHBOURING ALLOTMENTS WHERE AFFECTED BY THE DEMOLITION WORKS SHALL BE ADEQUATELY FENCED AND MADE SAFE, SO AS TO COMPLY WITH 'AS 1926 SWIMMING POOL SAFETY' PARTS 1 & 2 PRIOR TO COMMENCEMENT OF ANY DEMOLITION WORKS.

**DEMOLITION GROUND FLOOR PLAN**  
1 : 100

MATERIALS REMOVED OR DISPLACED FROM THE BUILDING SHALL NOT BE PLACED IN ANY STREET, ROAD OR RIGHT OF WAY AND, BEFORE COMMENCING, WHERE REQUIRED, SHALL BE KEPT SPRAYED WITH WATER SO AS TO PREVENT ANY NUISANCE FROM DUST.

MATERIALS REMOVED OR DISPLACED FROM THE BUILDING BEING DEMOLISHED OR MATERIALS LEFT STANDING SHALL NOT BE BURNED ON THE DEMOLITION SITE.

REMOVAL OF BUILDINGS BY ROAD MUST BE APPROVED BY RELEVANT COUNCILS TRAFFIC ENGINEER.

A SITE MANAGEMENT PLAN IS TO BE IMPLEMENTED DURING DEMOLITION WORKS TO CONTROL SEDIMENT RUN-OFF IN ACCORDANCE WITH EPA VICTORIA PUBLICATION #275: CONSTRUCTION TECHNIQUES FOR SEDIMENT POLLUTION CONTROL. PROVIDE 'PROPEX' OR EQUIVALENT SILT FENCES TO THE LOW SIDE OF THE ALLOTMENT AND AROUND ALL SOIL STOCKPILES AND STORM WATER INLET PITS/SUMPS AND INSTALL 'SILT STOP' FILTER BAGS OVER ALL STORM WATER ENTRY PITS DURING DEMOLITION WORKS. 'SUPERGRO' OR EQUIVALENT EROSION CONTROL FABRIC TO BE PLACED OVER GARDEN BEDS TO PREVENT SURFACE EROSION DURING REVEGETATION PERIOD.

IT IS THE BUILDER'S RESPONSIBILITY TO CARRY OUT AN AUDIT PRIOR TO THE COMMENCEMENT OF ANY WORKS TO DETERMINE IF ASBESTOS IS PRESENT IN THE EXISTING WORKS. WHERE ANY ASBESTOS PRODUCT IS FOUND IN THE PROPOSED WORKS AREA DURING INITIAL INSPECTION OR DURING THE COURSE OF THE DEMOLITION WORKS THE BUILDER SHALL ENGAGE AN AUTHORISED AND REGISTERED CONTRACTOR FOR SAFE REMOVAL AND LAWFUL DISPOSAL.

A BUILDING PERMIT IS REQUIRED PRIOR TO THE COMMENCEMENT OF THESE WORKS. THE RELEASE OF THESE DOCUMENTS IS CONDITIONAL TO THE OWNER OBTAINING THE REQUIRED BUILDING PERMIT.

© COPYRIGHT - THESE PLANS ARE SUBJECT TO COPYRIGHT. REPRODUCTION IN WHOLE OR PART IS FORBIDDEN WITHOUT WRITTEN CONSENT.

WRITTEN DIMENSIONS ARE TO TAKE PRECEDENCE OVER SCALE. DO NOT SCALE OFF DRAWING

**PROJECT:**  
PROPOSED UNISEX FACILITY (STAGE 2A/2B)  
**CLIENT:**  
BULOKE SHIRE BIRCHIP REC. RESERVE  
**LOCATION:**  
CNR MORRISON & JOHNSON STREETS BIRCHIP 3483

**DATE:** 11/06/2020  
**TITLE:** DEMOLITION FLOOR PLAN  
**SCALE:** 1 : 100 (A3 SHEET)  
**SHEET No.** 3 OF 10  
**DRAWN:** DW

**NORTH:** **JOB No:** 17-3427

**CONTRACT No.**  
**DATED ON**  
**BY OWNER**  
**BY BUILDER**  
**BY WITNESS**

REVISION	DESCRIPTION	DATE

**REGISTRATION NUMBER:** DP-AD 19055

**McKnight & Bray**

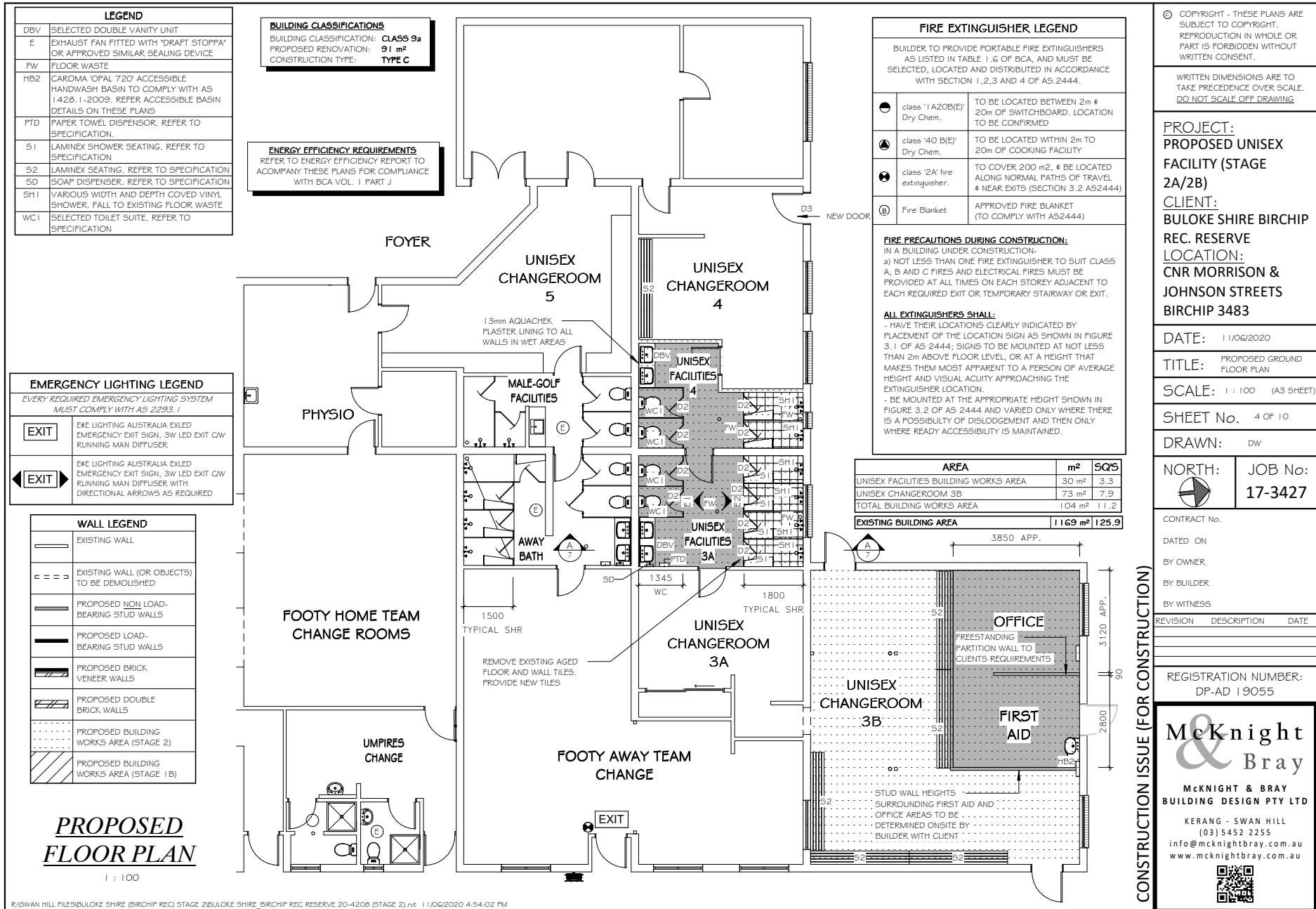
McKNIGHT & BRAY  
BUILDING DESIGN PTY LTD

KERANG - SWAN HILL  
(03) 5452 2255  
info@mcknightbray.com.au  
www.mcknightbray.com.au

CONSTRUCTION ISSUE (FOR CONSTRUCTION)

R:\SWAN HILL FILES\BULOKE SHIRE (BIRCHIP REC) STAGE 2\BULOKE SHIRE\_BIRCHIP REC RESERVE 20-4206 (STAGE 2).rvt 11/06/2020 4:54:00 PM





© COPYRIGHT - THESE PLANS ARE SUBJECT TO COPYRIGHT. REPRODUCTION IN WHOLE OR PART IS FORBIDDEN WITHOUT WRITTEN CONSENT.

WRITTEN DIMENSIONS ARE TO TAKE PRECEDENCE OVER SCALE. DO NOT SCALE OFF DRAWING

**PROJECT:**  
 PROPOSED UNISEX FACILITY (STAGE 2A/2B)  
**CLIENT:**  
 BULOKE SHIRE BIRCHIP REC. RESERVE  
**LOCATION:**  
 CNR MORRISON & JOHNSON STREETS  
 BIRCHIP 3483

**DATE:** 11/06/2020

**TITLE:** PROPOSED GROUND FLOOR PLAN

**SCALE:** 1 : 100 (A3 SHEET)

**SHEET No.** 4 OF 10

**DRAWN:** DW

**NORTH:**

**JOB No:** 17-3427

**CONTRACT No.**

**DATED ON**

**BY OWNER**

**BY BUILDER**

**BY WITNESS**

REVISION	DESCRIPTION	DATE

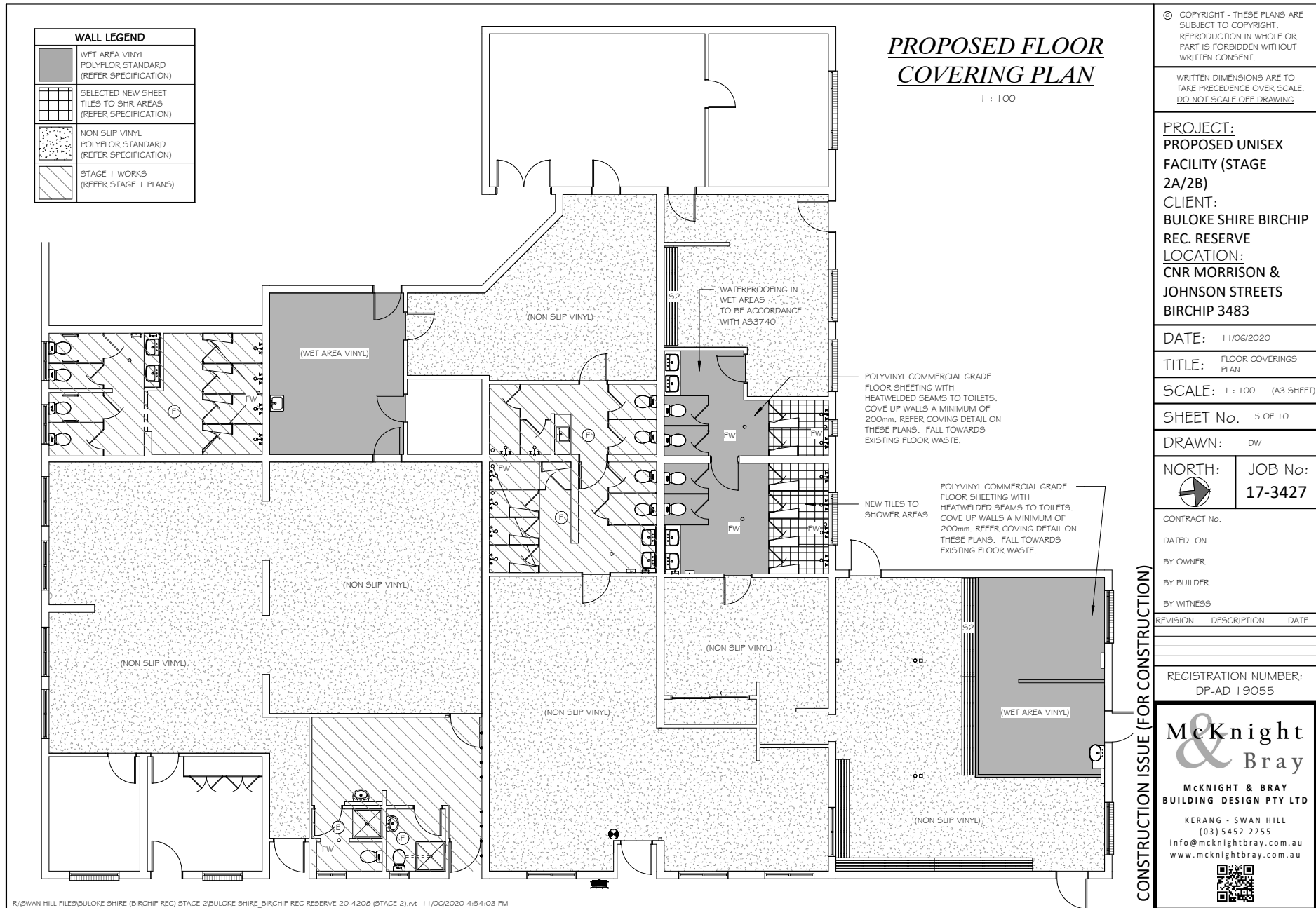
**REGISTRATION NUMBER:** DP-AD 19055

**McKnight & Bray**

**MCKNIGHT & BRAY BUILDING DESIGN PTY LTD**

KERANG - SWAN HILL  
 (03) 5452 2255  
 info@mcknightbray.com.au  
 www.mcknightbray.com.au

**CONSTRUCTION ISSUE (FOR CONSTRUCTION)**



LEGEND	
DBV	SELECTED DOUBLE VANITY UNIT
MIR	MIRROR ABOVE VANITY, WIDTH TO SUIT WIDTH OF VANITY
PTD	PAPER TOWEL DISPENSOR, REFER TO SPECIFICATION.
S1	LAMINEX SHOWER SEATING, REFER TO SPECIFICATION
SD	SOAP DISPENSER, REFER TO SPECIFICATION
SH1	VARIOUS WIDTH AND DEPTH COVED VINYL SHOWER, FALL TO EXISTING FLOOR WASTE
WC1	SELECTED TOILET SUITE, REFER TO SPECIFICATION

**ELEVATION E1**

1 : 50

**ELEVATION E2**

1 : 50

**JOINERY DETAILS**

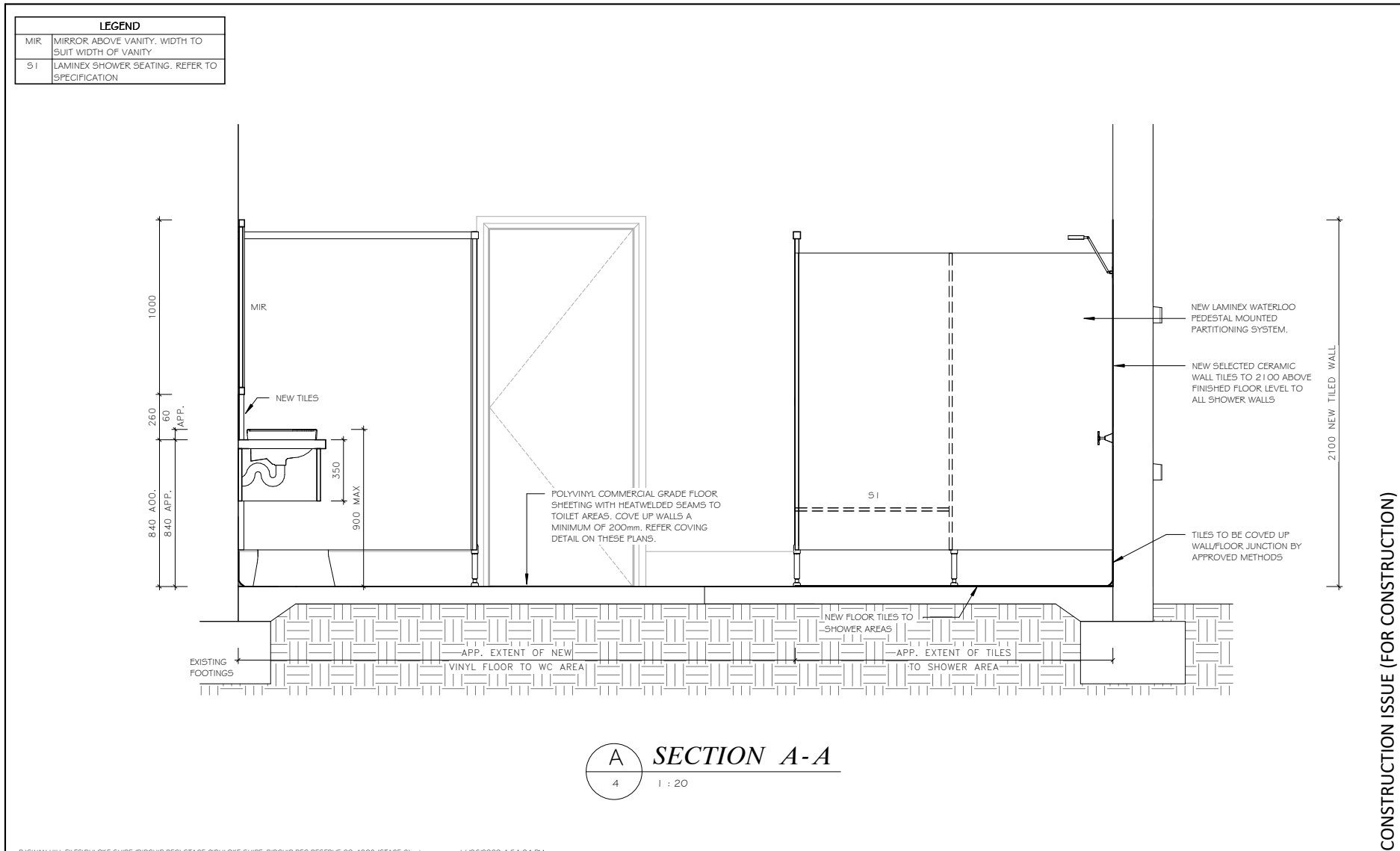
1 : 10

CONSTRUCTION ISSUE (FOR CONSTRUCTION)

R:\SWAN HILL FILES\BULOKE SHIRE (BIRCHIP REC) STAGE 2\BULOKE SHIRE_BIRCHIP REC RESERVE 20-4208 (STAGE 2).rvt 11/06/2020 4:54:03 PM	CONTRACT No. DATED ON BY OWNER BY BUILDER BY WITNESS	PROJECT: <b>PROPOSED UNISEX FACILITY (STAGE 2A/2B)</b> CLIENT: <b>BULOKE SHIRE BIRCHIP REC. RESERVE</b> LOCATION: <b>CNR MORRISON &amp; JOHNSON STREETS BIRCHIP 3483</b> REGISTRATION NUMBER: DP-AD 19055	REVISION DESCRIPTION DATE _____ _____ SCALE: As indicated (A3 SHEET) SHEET No. 6 OF 10	DATE: 11/06/2020 TITLE: INTERNAL ELEVATIONS NORTH JOB No: 17-3427 DRAWN: DW
---	--	--	--	--

KERANG - SWAN HILL  
 (03) 5452 2255  
 info@mcknightbray.com.au  
 www.mcknightbray.com.au

MCKNIGHT & BRAY BUILDING DESIGN



**A SECTION A-A**  
4 1 : 20

CONSTRUCTION ISSUE (FOR CONSTRUCTION)

<p>R:\SWAN HILL FILES\BULOKE SHIRE (BIRCHIP REC) STAGE 2\BULOKE SHIRE_BIRCHIP REC RESERVE 20-4208 (STAGE 2).vt 11/06/2020 4:54:04 PM</p>		<p>REVISION DESCRIPTION DATE</p>		<p>DATE: 11/06/2020</p>	
<p>PROJECT: PROPOSED UNISEX FACILITY (STAGE 2A/2B)</p>		<p>SCALE: 1 : 20 (A3 SHEET)</p>		<p>TITLE: SECTION A-A</p>	
<p>CLIENT: BULOKE SHIRE BIRCHIP REC. RESERVE</p>		<p>SHEET No. 7 OF 10</p>		<p>NORTH JOB No: 17-3427</p>	
<p>LOCATION: CNR MORRISON &amp; JOHNSON STREETS BIRCHIP 3483</p>		<p>REGISTRATION NUMBER: DP-AD 19055</p>		<p>DRAWN: SM</p>	
<p>© COPYRIGHT - THESE PLANS ARE SUBJECT TO COPYRIGHT. REPRODUCTION IN WHOLE OR PART IS FORBIDDEN WITHOUT WRITTEN CONSENT.</p>		<p>CONTRACT No.</p>		<p>KERANG - SWAN HILL (03) 5452 2255 info@mcknightbray.com.au www.mcknightbray.com.au</p>	
<p>WRITTEN DIMENSIONS ARE TO TAKE PRECEDENCE OVER SCALE. DO NOT SCALE OFF DRAWING</p>		<p>DATED ON BY OWNER</p>		<p><b>McKnight &amp; Bray</b> McKNIGHT &amp; BRAY BUILDING DESIGN</p>	
<p>BY BUILDER</p>		<p>BY WITNESS</p>		<p>QR CODE</p>	

**DOOR FURNITURE DETAIL**  
1 : 10

**AMBULANT WC DETAIL**  
1 : 20

**AMBULANT WC PLAN**  
1 : 50

**PARTITION WALL DETAIL**  
1 : 20

**FLOOR LEVEL TOLERANCES**  
1 : 1

**DOOR CIRCULATION SPACE DETAIL (SWING DOOR)**  
1 : 50

**WALL/FLOOR COVING DETAIL**  
1 : 2

CONSTRUCTION ISSUE (FOR CONSTRUCTION)

R:\SWAN HILL FILES\BULOKE SHIRE (BIRCHIP REC) STAGE 2\BULOKE SHIRE_BIRCHIP REC RESERVE 20-4208 (STAGE 2).vd 11/06/2020 4:54:04 PM		1 : 1	1 : 50	1 : 2
© COPYRIGHT - THESE PLANS ARE SUBJECT TO COPYRIGHT. REPRODUCTION IN WHOLE OR PART IS FORBIDDEN WITHOUT WRITTEN CONSENT.	CONTRACT No. DATED ON BY OWNER.	PROJECT: PROPOSED UNISEX FACILITY (STAGE 2A/2B) CLIENT: BULOKE SHIRE BIRCHIP REC. RESERVE LOCATION: CNR MORRISON & JOHNSON STREETS BIRCHIP 3483	REVISION DESCRIPTION DATE	DATE: 11/06/2020 TITLE: CONSTRUCTION DETAILS
WRITTEN DIMENSIONS ARE TO TAKE PRECEDENCE OVER SCALE. DO NOT SCALE OFF DRAWING	BY BUILDER BY WITNESS	REGISTRATION NUMBER: DP-AD 19055	SCALE: As indicated (A3 SHEET) SHEET No. 8 OF 10	NORTH JOB No: 17-3427

**McKnight & Bray**  
KERANG - SWAN HILL (03) 5452 2255  
info@mcknightbray.com.au  
www.mcknightbray.com.au

McKNIGHT & BRAY BUILDING DESIGN

<p>ALL MATERIALS AND WORK PRACTICES SHALL COMPLY WITH, BUT NOT LIMITED TO THE BUILDING REGULATIONS 2006, THE NATIONAL CONSTRUCTION CODE SERIES 201 G BUILDING CODE OF AUSTRALIA VOLUME 1 AND ALL RELEVANT CURRENT AUSTRALIAN STANDARDS (AS AMENDED) REFERRED TO THEREIN.</p> <p>UNLESS OTHERWISE SPECIFIED, THE TERM BCA SHALL REFER TO NATIONAL CONSTRUCTION CODE SERIES 201 G BUILDING CODE OF AUSTRALIA VOLUME 1.</p> <p>ALL MATERIALS AND CONSTRUCTION PRACTICE SHALL MEET THE PERFORMANCE REQUIREMENTS OF THE BUILDING CODE OF AUSTRALIA. WHERE A PERFORMANCE SOLUTION IS PROPOSED THEN PRIOR TO IMPLEMENTATION OR INSTALLATION IT FIRST MUST BE ASSESSED AND APPROVED BY THE RELEVANT BUILDING SURVEYOR AS MEETING THE PERFORMANCE REQUIREMENTS OF THE BUILDING CODE OF AUSTRALIA.</p> <p>STEP SIZES (OTHER THAN FOR SPIRAL STAIRS) TO BE:                  — RISERS (R) 190mm MAXIMUM AND 115mm MINIMUM                  — GOING (G) 355mm MAXIMUM AND 250mm MINIMUM FOR PUBLIC STAIRWAYS AND 355mm MAXIMUM AND 240mm MINIMUM FOR PRIVATE STAIRWAYS                  — 2R + 1G = 700mm MAXIMUM AND 550mm MINIMUM                  — CONSTRUCTED WITH A LESS THAN 125mm GAP TO OPEN TREADS</p> <p>ALL TREADS, LANDINGS AND THE LIKE TO HAVE A SLIP-RESISTANCE CLASSIFICATION OF P3 OR R10 FOR DRY SURFACE CONDITIONS AND P4 OR R11 FOR WET SURFACE CONDITIONS, OR A NOSING STRIP WITH A SLIP-RESISTANCE CLASSIFICATION OF P3 FOR DRY SURFACE CONDITIONS AND P4 FOR WET SURFACE CONDITIONS.</p> <p>PROVIDE BARRIERS WHERE CHANGE IN LEVEL EXCEEDS 1000mm ABOVE THE SURFACE BENEATH LANDINGS, RAMPS AND/OR TREADS. BARRIERS (OTHER THAN TENSIONED WIRE BARRIERS) TO BE:                  — 1000mm MINIMUM ABOVE FINISHED SURFACE LEVEL OF BALCONIES, LANDINGS OR THE LIKE, AND                  — 865mm MINIMUM ABOVE FINISHED SURFACE LEVEL OF STAIR NOSING OR RAMP, AND                  — VERTICAL WITH A LESS THAN 125mm GAP BETWEEN, AND                  — ANY HORIZONTAL ELEMENT WITHIN THE BARRIER BETWEEN 150mm AND 760mm ABOVE THE FLOOR MUST NOT FACILITATE CLIMBING WHERE CHANGES IN LEVEL EXCEEDS 4000mm ABOVE THE SURFACE BENEATH LANDINGS, RAMPS AND/OR TREADS.</p> <p>TOP OF HAND RAILS TO BE MINIMUM 865mm VERTICALLY ABOVE STAIR NOSING AND FLOOR SURFACE OF RAMPS.</p> <p>WINDOW SIZES NOMINATED ARE NOMINAL ONLY. ACTUAL SIZE MAY VARY ACCORDING TO MANUFACTURER. WINDOWS TO BE FLASHED ALL AROUND.</p> <p>WATERPROOFING OF WET AREAS TO COMPLY WITH BCA PART F1.7</p> <p>BUILDINGS IN MARINE OR OTHER EXPOSURE ENVIRONMENTS SHALL HAVE MASONRY UNITS, MORTAR AND ALL BUILT IN COMPONENTS AND THE LIKE COMPLYING WITH THE DURABILITY REQUIREMENTS OF AS3700-2011 MASONRY STRUCTURES.</p> <p>ALL STORM WATER TO BE TAKEN TO THE LEGAL POINT OF DISCHARGE TO THE RELEVANT AUTHORITIES' APPROVAL.</p> <p>THESE DRAWINGS SHALL BE READ IN CONJUNCTION WITH ALL ARCHITECTURAL SPECIFICATIONS, RELEVANT STRUCTURAL AND ALL OTHER CONSULTANTS' DRAWINGS/DETAILS AND SPECIFICATIONS AND WITH ANY OTHER WRITTEN INSTRUCTIONS ISSUED DURING THE CONTRACT.</p> <p>ALL MEASUREMENTS AND LEVELS IN MILLIMETRES UNLESS NOTED OTHERWISE.</p> <p>FIGURED DIMENSIONS TAKE PRECEDENCE OVER SCALED DIMENSIONS.</p>	<p>THE BUILDER SHALL TAKE ALL STEPS NECESSARY TO ENSURE THE STABILITY AND GENERAL WATER TIGHTNESS OF ALL NEW AND/OR EXISTING STRUCTURES AND ALL ESSENTIAL SERVICES TO BE MAINTAINED DURING ALL WORKS.</p> <p>A BUILDING PERMIT IS REQUIRED PRIOR TO THE COMMENCEMENT OF THESE WORKS. THE RELEASE OF THESE DOCUMENTS IS CONDITIONAL TO THE OWNER OBTAINING THE REQUIRED BUILDING PERMIT.</p> <p>THE BUILDER AND SUBCONTRACTORS SHALL CHECK AND VERIFY ALL DIMENSIONS, SETBACKS, LEVELS AND SPECIFICATIONS AND ALL OTHER RELEVANT DOCUMENTATION PRIOR TO THE COMMENCEMENT OF ANY WORKS. REPORT ALL DISCREPANCIES TO THIS OFFICE FOR CLARIFICATION.</p> <p>INSTALLATION OF ALL SERVICES SHALL COMPLY WITH THE RESPECTIVE SUPPLY AUTHORITY REQUIREMENTS.</p> <p>THE BUILDER AND SUBCONTRACTOR SHALL ENSURE THAT ALL STORM WATER DRAINS, SEWER PIPES AND THE LIKE ARE LOCATED AT A SUFFICIENT DISTANCE FROM ANY BUILDINGS FOOTING AND/OR SLAB EDGE BEAMS TO PREVENT GENERAL MOISTURE PENETRATION, DAMPNENESS, WEAKENING AND UNDERMINING OF ANY BUILDING AND ITS FOOTING SYSTEM.</p> <p>THESE PLANS HAVE BEEN PREPARED FOR THE EXCLUSIVE USE BY THE CLIENT OF <b>McKNIGHT &amp; BRAY BUILDING DESIGN PTY LTD</b> (THE DESIGNER) FOR THE PURPOSE EXPRESSLY NOTIFIED TO THE DESIGNER. ANY OTHER PERSON WHO USES OR RELIES ON THESE PLANS WITHOUT THE DESIGNER'S WRITTEN CONSENT DOES SO AT THEIR OWN RISK AND NO RESPONSIBILITY IS ACCEPTED BY THE DESIGNER FOR SUCH USE AND/OR RELIANCE.</p> <p>THE CLIENT AND/OR THE CLIENT'S BUILDER SHALL NOT MODIFY OR AMEND THE PLANS WITHOUT THE KNOWLEDGE AND CONSENT OF <b>McKNIGHT &amp; BRAY BUILDING DESIGN PTY LTD</b> EXCEPT WHERE A REGISTERED BUILDING SURVEYOR MAKES MINOR NECESSARY CHANGES TO FACILITATE THE BUILDING PERMIT APPLICATION AND THAT SUCH CHANGES ARE PROMPTLY REPORTED BACK TO <b>McKNIGHT &amp; BRAY BUILDING DESIGN PTY LTD</b>.</p> <p>THE APPROVAL BY THIS OFFICE OF A SUBSTITUTE MATERIAL, WORK PRACTICE, VARIATION OR THE LIKE IS NOT AN AUTHORISATION FOR ITS USE OR A CONTRACT VARIATION. ALL VARIATIONS MUST BE ACCEPTED BY ALL PARTIES TO THE AGREEMENT AND WHERE APPLICABLE THE RELEVANT BUILDING SURVEYOR PRIOR TO IMPLEMENTING ANY VARIATION.</p> <p>REFER TO CIVIL ENGINEERS DESIGN AND DETAILS FOR ALL STORM WATER, CAR PARKING AND DRIVEWAY CONSTRUCTION REQUIREMENTS.</p> <p>REFER TO FIRE SERVICES DESIGN FOR ALL HYDRANT, HOSE REELS AND EXTINGUISHER DETAILS.</p> <p>ELECTRICAL SWITCHBOARDS LOCATED IN THE PATH OF TRAVEL TO EXITS TO BE ENCLOSED IN A METAL OR OTHER NON COMBUSTIBLE CABINET WITH SMOKE PROOF DOORS. SIGNIFICANT SWITCHBOARDS SHALL BE PROVIDED WITH A 5KG CARBON DIOXIDE EXTINGUISHER OR ANOTHER TYPE OF EXTINGUISHER WITH A MINIMUM CLASSIFICATION OF 1A:E AND FITTED WITH A HOSE COMPLETE WITH EXTINGUISHER IDENTIFICATION SIGNAGE AND SHALL BE LOCATED BETWEEN 2m AND 20m FROM THE SIGNIFICANT SWITCHBOARD.</p> <p>FIRE HAZARD PROPERTIES OF MATERIALS AND ASSEMBLIES TO COMPLY WITH BCA SPECIFICATION C1.10.</p> <p>MECHANICAL VENTILATION OR AIR-CONDITIONING OF ROOMS TO BE PROVIDED WITH A SYSTEM COMPLYING WITH AS1668.2 AND AS/NZS 3666.1 AS AMENDED. EXHAUST OUTLETS TO BE LOCATED NO CLOSER THAN 6.0M TO FRESH AIR INLETS.</p>	<p><b>SEDIMENT POLLUTION CONTROL:</b>                  — A SITE MANAGEMENT PLAN IS TO BE IMPLEMENTED DURING CONSTRUCTION TO CONTROL SEDIMENT RUN-OFF IN ACCORDANCE WITH EPA VICTORIA PUBLICATION #275 'CONSTRUCTION TECHNIQUES FOR SEDIMENT POLLUTION CONTROL'.                  — PROVIDE 'PROPEX' OR WRITTEN APPROVED EQUIVALENT SILT FENCES TO THE LOW SIDE OF THE ALLOTMENT AND AROUND ALL SOIL STOCKPILES AND STORM WATER INLET PITS / SUMPS AND INSTALL 'SILT STOP' FILTER BAGS OVER ALL STORM WATER ENTRY PITS DURING CONSTRUCTION WORKS.                  — 'SUPERGRO' OR WRITTEN APPROVED EQUIVALENT EROSION CONTROL FABRIC TO BE PLACED OVER GARDEN BEDS TO PREVENT SURFACE EROSION DURING RE VEGETATION PERIOD.</p> <p><b>AUTHORITIES LIST:</b>                  MUNICIPALITY: BULOKE SHIRE                  SEWERAGE AUTHORITY: GRAMPPIANS WIMMERA MALLEE WATER                  DRAINAGE AUTHORITY: BULOKE SHIRE                  RELEVANT FIRE AUTHORITY: CFA                  RELEVANT ELECTRICAL SUPPLY AUTHORITY: POWERCOR</p>	<p><b>FLOOR COVERINGS ARE TO COMPLY WITH THE FOLLOWING IN ACCORDANCE WITH SPECIFICATION C1.10 OF THE NCC VOL ONE</b>                  A FLOOR LINING OR FLOOR COVERING MUST HAVE:                  (a) A CRITICAL RADIANT FLUX NOT LESS THAN THAT LISTED IN TABLE 2 (TABLE 2 - CLASS 9a PATIENT CARE AREAS; 4.5 kW/m²; AND AREAS OTHER THAN PATIENT CARE AREAS; 2.2 kW/m²); AND                  (b) IN A BUILDING NOT PROTECTED BY A SPRINKLER SYSTEM COMPLYING WITH SPECIFICATION E1.5, A MAXIMUM SMOKE DEVELOPMENT RATE OF 750 PERCENT-MINUTES; AND                  (c) A GROUP NUMBER COMPLYING WITH CLAUSE 6(a)(ii), FOR ANY PORTION OF THE FLOOR COVERING THAT IS CONTINUED MORE THAN 150mm UP A WALL.</p> <p><b>SELECTED NEW CARPET COVERINGS TO ALL ACCESSIBLE AREAS ARE TO HAVE (IN ACCORDANCE WITH AS 1428.1):</b>                  a) A PILE HEIGHT OR PILE THICKNESS NO GREATER THAN 6mm AND THE CARPET BACKING THICKNESS SHALL BE NO GREATER THAN 4mm                  b) ANY EXPOSED EDGES OF THE FLOOR COVERING ARE TO BE FASTENED TO THE FLOOR SURFACE AND SHALL HAVE A TRIM ALONG THE ENTIRE LENGTH OF ANY EXPOSED EDGE; AND                  c) AT THE LEADING EDGES, CARPET TRIMS AND ANY SOFT FLEXIBLE MATERIALS SHALL HAVE A VERTICAL FACE NO HIGHER THEN 3mm OR A ROUNDED BEVELLED EDGE NO HIGHER THAN 5mm OR ABOVE THAT HEIGHT A GRADIENT OF 1 IN 8 UP TO A TOTAL MAXIMUM HEIGHT OF 10mm</p> <p><b>SIGNAGE REQUIREMENTS:</b>                  IN A BUILDING REQUIRED TO BE ACCESSIBLE:                  (a) BRAILLE AND TACTILE SIGNAGE COMPLYING WITH SPECIFICATION D3.6 MUST:                  (i) INCORPORATE THE INTERNATIONAL SYMBOL OF ACCESS OR DEAFNESS IN ACCORDANCE WITH AS 1428.1 AND IDENTIFY EACH SANITARY FACILITY.                  (ii) THE SIGNAGE MUST IDENTIFY EACH DOOR REQUIRED BY E4.5 TO BE PROVIDED WITH AN EXIT SIGN, AND STATE-                  a) 'EXIT'; AND                  b) 'LEVEL' FOLLOWED BY THE FLOOR LEVEL NUMBER                  (b) SIGNAGE IN ACCORDANCE WITH AS 1428.1 MUST BE PROVIDED FOR ACCESSIBLE UNISEX SANITARY FACILITIES TO IDENTIFY IF THE FACILITY IS SUITABLE FOR LEFT OR RIGHT HANDED USE; AND                  (c) SIGNAGE TO IDENTIFY AN AMBULANT ACCESSIBLE SANITARY FACILITY IN ACCORDANCE WITH AS 1428.1 MUST BE LOCATED ON THE DOOR OF THE FACILITY; AND                  (d) WHERE A BANK OF SANITARY FACILITIES IS NOT PROVIDED WITH AN ACCESSIBLE UNISEX SANITARY FACILITY, DIRECTIONAL SIGNAGE INCORPORATING THE INTERNATIONAL SYMBOL OF ACCESS IN ACCORDANCE WITH AS 1428.1 MUST BE PLACED IN THE LOCATION OF THE SANITARY FACILITIES THAT ARE NOT ACCESSIBLE, TO DIRECT A PERSON TO THE LOCATION OF THE NEAREST ACCESSIBLE UNISEX SANITARY FACILITY.                  BUILDER TO ENSURE SIGNAGE IS PROVIDED &amp; INSTALLED TO COMPLY WITH SPECIFICATION D3.6 OF THE BCA VOL 1:</p>
---	---	---	--

CONSTRUCTION ISSUE (FOR CONSTRUCTION)

DOOR SCHEDULE				
TYPE	COMMENTS	COUNT	HEIGHT	FLOOR LEVEL
D2	LAMINEX STANDARD PARTITION DOOR	10	1700	GROUND FL
D3	40mm HUME SOLICORE FLUSH/PANEL PAINTED	1	2065	GROUND FL

R:\SWAN HILL FILES\BULOKE SHIRE (BIRCHIP REC) STAGE 2\BULOKE SHIRE_BIRCHIP REC RESERVE 20-4208 (STAGE 2).nwd 11/06/2020 4:54:04 PM				
© COPYRIGHT - THESE PLANS ARE SUBJECT TO COPYRIGHT. REPRODUCTION IN WHOLE OR PART IS FORBIDDEN WITHOUT WRITTEN CONSENT.	CONTRACT No.	PROJECT: <b>PROPOSED UNISEX FACILITY (STAGE 2A/2B)</b> CLIENT: <b>BULOKE SHIRE BIRCHIP REC. RESERVE</b> LOCATION: <b>CNR MORRISON &amp; JOHNSON STREETS BIRCHIP 3483</b>	REVISION DESCRIPTION DATE	DATE: 11/06/2020
	DATED ON BY OWNER		SCALE: (A3 SHEET)	TITLE: NOTES AND SCHEDULES
WRITTEN DIMENSIONS ARE TO TAKE PRECEDENCE OVER SCALE. DO NOT SCALE OFF DRAWING	BY BUILDER BY WITNESS	REGISTRATION NUMBER: DP-AD 19055	SHEET No. 9 OF 10	NORTH JOB No: <b>17-3427</b>
				KERANG - SWAN HILL (03) 5452 2255 info@mcknightbray.com.au www.mcknightbray.com.au

**McKnight & Bray**  
 McKNIGHT & BRAY BUILDING DESIGN

### LIGHTING LEGEND

**LIGHTING**

**F1** 2W PIERLITE DLED2B I 234E DLED MKII 1 200 x 300 4000K ECO WITH SURFACE MOUNTING FRAME

**O** 30W 4000K LED SURFACE MOUNTED LIGHT FITTING. PIERLITE OR APPROVED SIMILAR

**WI** 1 2W 4000K LED LAMP ARRAY, WALL MOUNT AT 2400 UNLESS NOTED OTHERWISE, IP65/IK1 OROUND BLACK, PIERLITE AM, SIDE MOON LED CODE: S1DE542 I-LBN

**D** HIGH BAY LED LIGHT 200W ECOHB200W050G4 PIERLIX ECO HIGHBAY GEN 4 200W 28000LM 5000K

**—** 40W 4K LED ARRAY SURFACE MOUNT BATTEN IP20 RATED / OPAL DIFFUSER & WHITE BODY PIERLITE AM, DBLED/4 WITH WIRE GUARD

**—** CLIPSAL 2000 SERIES GANG SWITCH, MULTIGANG AS SHOWN

**1000** — MOUNTING HEIGHT, MOUNT AT 1000 APLS UNLESS NOTED OTHERWISE

**1** — SWITCH CIRCUIT IDENTIFIER, CORRESPONDS TO CIRCUIT NUMBER

**2** — INDICATES 2-WAY SWITCHING ON SELECTED SWITCHES

**MD** LIGHTING MOTION SENSOR

**POWER**

**1200** — 2 x 10 AMP SINGLE PHASE GPO, CLIPSAL 2000 SERIES

**A** — MOUNTING HEIGHT, MOUNT AT 300 APLS UNLESS NOTED OTHERWISE

© COPYRIGHT - THESE PLANS ARE SUBJECT TO COPYRIGHT. REPRODUCTION IN WHOLE OR PART IS FORBIDDEN WITHOUT WRITTEN CONSENT.

WRITTEN DIMENSIONS ARE TO TAKE PRECEDENCE OVER SCALE. DO NOT SCALE OFF DRAWING

**PROJECT:**  
PROPOSED UNISEX FACILITY (STAGE 2A/2B)

**CLIENT:**  
BULOKE SHIRE BIRCHIP REC. RESERVE

**LOCATION:**  
CNR MORRISON & JOHNSON STREETS BIRCHIP 3483

**DATE:** 11/06/2020

**TITLE:** GROUND FLOOR LIGHTING PLAN

**SCALE:** 1 : 100 (A3 SHEET)

**SHEET No.** 10 OF 10

**DRAWN:** DW

**NORTH:**

**JOB No:** 17-3427

CONTRACT No. \_\_\_\_\_

DATED ON \_\_\_\_\_

BY OWNER \_\_\_\_\_

BY BUILDER \_\_\_\_\_

BY WITNESS \_\_\_\_\_

REVISION	DESCRIPTION	DATE

REGISTRATION NUMBER: DP-AD 19055

**McKnight & Bray**

McKNIGHT & BRAY  
BUILDING DESIGN PTY LTD

KERANG - SWAN HILL  
(03) 5452 2255  
info@mcknightbray.com.au  
www.mcknightbray.com.au

### ILLUMINATION POWER DENSITY SCHEDULE

NAME	AREA	MAX W/m <sup>2</sup>	ADJUSTMENT FACTOR	MAXIMUM ILLUMINATION POWER DENSITY	DESIGN WATTS	COMPLIES
UNISEX FACILITIES 3A	17 m <sup>2</sup>	3 W	0.7	72 W	56 W	Yes
	17 m <sup>2</sup>			72 W	56 W	

**ENERGY EFFICIENCY REQUIREMENTS**

REFER TO ENERGY EFFICIENCY REPORT TO ACCOMPANY THESE PLANS FOR COMPLIANCE WITH BCA VOL. 1 PART J

**LIGHTING LAYOUT IS INDICATIVE ONLY. AT THE CLIENTS DISCRETION, ALTERATIONS ARE POSSIBLE WHEN DONE IN ACCORDANCE WITH THE NOTES BELOW:**

BUILDER OR ELECTRICAL CONTRACTOR MAY VARY LIGHTING LAYOUT SHOWN WITH CLIENT APPROVAL, PROVIDING THAT THE TOTAL DESIGN WATTS REMAIN LESS THAN THE MAXIMUM ILLUMINATION POWER DENSITY FOR EACH TABLES OVERALL TOTAL (REFER TABLES ABOVE) REFER TO PART J REPORT

**CLIENT NOTE:**

CLIENT TO DETERMINE WITH BUILDER NUMBER & LOCATIONS OF GPO'S. USE THIS PLAN & LEGEND TO DETAIL

## LIGHTING PLAN

1 : 100

R:\SWAN HILL FILES\BULOKE SHIRE (BIRCHIP REC) STAGE 2\BULOKE SHIRE\_BIRCHIP REC RESERVE 20-4206 (STAGE 2).rvt 11/06/2020 4:54:05 PM

# 2024-25 Country Football and Netball Program

Guidelines



Image credit: Barnawartha Netball and Tennis Court Redevelopment (Indigo Shire Council)



---

### Acknowledgement of Country

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.

---

### Disclaimer

Unless indicated otherwise, this work is made available under the terms of the Creative Commons Attribution 3.0 Australia licence. To view a copy of this licence, visit [creativecommons.org/licenses/by/3.0/au](https://creativecommons.org/licenses/by/3.0/au). It is a condition of this Creative Commons Attribution 3.0 Licence that you must give credit to the original author who is the State of Victoria.

You might find this publication useful but Victorian Government and its employees do not guarantee that this publication is without flaw of any kind or is wholly appropriate for your particular purposes. The Victorian Government disclaims all liability for any error, loss or other consequence which may arise from you relying on any information in this publication.

Authorised and published by the Victorian Government, 1 Treasury Place, Melbourne.

# Contents

<b>Message from the Minister</b>	<b>4</b>	<b>4. Application details</b>	<b>12</b>
<b>1. 2024-25 Country Football and Netball Program</b>	<b>5</b>	4.1. Assessment criteria	12
1.1. About the Country Football and Netball Program	5	<b>5. Supporting documentation</b>	<b>14</b>
1.2. Why is the Victorian Government supporting these grants?	5	<b>6. Application process and Closing Date</b>	<b>16</b>
1.3. Outcomes	6	<b>7. Types of projects that will not be funded</b>	<b>18</b>
1.4. Investment priorities	6	<b>8. Assessment process</b>	<b>20</b>
<b>2. Eligibility</b>	<b>7</b>	<b>9. Conditions that apply to funding</b>	<b>21</b>
2.1. Eligible applicants	7	9.1. Grant agreements	21
2.2. Rurality	8	9.2. Acknowledging the Victorian Government's support and promoting success	22
2.3. Eligible applications	8	9.3. Payments	22
<b>3. Funding opportunity</b>	<b>9</b>	9.4. Privacy	22
3.1. Funding details	9	<b>10. Resources and additional information</b>	<b>23</b>
3.2. Timelines	10	<b>11. Glossary</b>	<b>25</b>
3.3. Funding ratios	10		
3.4. In-kind contributions	11		
3.5. Fair Access Policy Roadmap	11		
3.6. Facilities on school land	11		
3.7. Facilities on Crown land	11		



Image credit: Reid Oval Redevelopment (Warrnambool City Council)

## Message from the Minister

Regional Victoria is home to many of the state's football and netball leagues and clubs. They're an integral part of grassroots sports and the backbone of many rural communities.

That's why the Victorian Government, in partnership with the AFL, AFL Victoria and Netball Victoria is proud to launch the 2024-25 round of the popular Country Football and Netball Program.

This is backing even more football and netball clubs across rural and regional Victoria and outer metropolitan areas as they help make positive contributions to their communities.

Grants of up to \$250,000 are available to deliver infrastructure projects that include the redevelopment and construction of new ovals and netball courts, installation of sports lighting, and construction of new and redevelopment of existing pavilions, including gender-neutral change rooms.

There's also a strong focus on supporting clubs that recently experienced hardship such as loss due to flood impact, socio-economic disadvantage or other economic challenges.

Initiatives like our Country Football and Netball Program make it easier for everyone – players, coaches, umpires, kids, and club supporters – to stay involved in the game they love, while encouraging the community to lead healthy and active lifestyles, regardless of where they live.

Launched in 2005, the Program has invested more than \$40 million in over 575 projects across the state.

It's all about delivering more opportunities for clubs to meet growing demand, welcome even more members, and host the big events at modern, accessible home grounds and courts they can be proud of.

The Program is part of the Victorian Government's significant commitment to health and wellbeing, economic activity and local jobs, diversity, inclusion, and boosting the capacity of communities to attract and host local and regional competitions and events.

I'm delighted to welcome applications to the 2024-25 Country Football and Netball Program, and I look forward to seeing new and exciting projects benefiting even more Victorians.



**The Hon. Ros Spence MP**  
Minister for Community Sport



Image credit: Kilora Active Open Space Reserve Netball Development (City of Casey)

## 2024-25 Country Football and Netball Program

### 1.1. About the Country Football and Netball Program

The Country Football and Netball Program is a competitive Victorian Government investment program in partnership with the AFL, AFL Victoria and Netball Victoria that provides funding to rural, regional, and outer metropolitan councils to assist grassroots country football and netball clubs, associations, and umpiring organisations develop facilities.

Through the improvement of football and netball facilities in rural, regional, and outer metropolitan areas, the program will support the sustainability of country football and netball clubs into the future.

### 1.2. Why is the Victorian Government supporting these grants?

The Program was established in response to the Parliamentary Rural and Regional Services and Development Committee's Inquiry into Country Football Report, tabled in State Parliament in December 2004.

Improving football and netball facilities in rural, regional and outer metropolitan areas will support the regional and rural way of life and ensure the sustainability of country football and netball into the future.

The Program promotes partnerships between the Victorian Government, AFL, AFL Victoria, Netball Victoria, Local Government Authorities (LGAs), country football and netball clubs, associations and umpiring organisations, schools, and community organisations.

Rates of participation in sport and active recreation are well below the state average for many groups of Victorians. This includes Aboriginal Victorians, people with a disability, seniors, disengaged youth, culturally and linguistically diverse (CALD) communities, women and girls and gender diverse people, LGBTIQ+ people and socio-economically disadvantaged communities. Consistent with the strategic directions identified in Active Victoria 2022-26 the Victorian Government is committed to creating more opportunities for all Victorian individuals and communities who participate less.

The Program is underpinned by the Department of Jobs, Skills, Industry and Regions' (DJSIR) priority to ensure the state's economy benefits all Victorians by creating more jobs for more people, building thriving places and regions, and nurturing inclusive communities.

### 1.3. Outcomes

Football and netball are an integral part of regional life and the Victorian Government recognises the crucial role these sports play when it comes to participation in rural, regional and outer metropolitan communities. This includes supporting Victorians, particularly those individuals and communities who participate less to achieve better health, wellbeing, social, and economic outcomes through the construction, programming and activation of community football and netball infrastructure.

The Program will invest in proposals that can demonstrate commitment to the following outcomes:

- develop new or maintain existing participation opportunities in football and/or netball, where there is a risk to participation declining
- improve diversity and inclusiveness in participation by prioritising projects that provide opportunities for communities that participate less (such as women and girls, gender diverse people, and people with a disability), as outlined in [Active Victoria 2022-2026](#)
- support gender equality in participation, coaching, administration, umpiring and volunteering
- improve physical and mental health, social and economic outcomes for traditionally disadvantaged communities such as low socio-economic areas, growth areas, and communities experiencing long term disadvantage
- develop multi-use, shared and co-located facilities
- collaborate with AFL Victoria, Netball Victoria, or other relevant peak bodies.

### 1.4. Investment priorities

Priority will be given to projects that:

- provide the strongest participation outcomes for groups that participate less in community sport and active recreation including women and girls, people with disability, Aboriginal Victorians, culturally and linguistically diverse (CALD) communities, people from LGBTIQ+ communities and economically disadvantaged communities as identified in [Active Victoria 2022-2026](#)
- support communities experiencing socio-economic disadvantage particularly projects that support suburbs and towns within the 2 most disadvantaged deciles in Victoria as per the [Australian Bureau of Statistics Index of Relative Socio-Economic Disadvantage, 2021](#)
- support communities in areas of need that have experienced natural disasters, such as flood, bushfires and drought, or communities experiencing strong population growth or significant change in circumstances (for example, economic challenges)
- demonstrate multi-use, shared and integrated facilities including those on school land that can ensure long-term community access. Please see [Section 3.6](#) for information regarding facilities on school land
- demonstrating economic lift in the form of job creation during construction and operation, non-government investment in the facility and participant and event attraction
- providing benefits for both football and netball.



## Eligibility

### 2.1. Eligible applicants

Only LGAs are eligible to apply to the Program. These are limited to:

- Rural and regional LGAs
- Interface LGAs for facilities used by teams participating in leagues that are affiliated with an AFL Victoria Country League or a Netball Victoria Regional League or for facilities in areas where rurality can be demonstrated (Please refer to [Section 2.2](#) Rurality, for further information)
- Frankston, Greater Dandenong and Kingston LGAs for facilities used by teams participating in an AFL Victoria Country League.

**In line with the Victorian Government's [Fair Access Policy Roadmap](#), LGAs must have an acceptable gender equitable access and use policy (or equivalent) in place to be considered eligible for funding from the Program.**

LGAs that do not currently have an acceptable gender equitable access and use policy (or equivalent) in place must consult with their SRV representative.

Applications for projects where football or netball clubs participate in a New South Wales or South Australian league are eligible, provided the project will occur at a facility located in Victoria.

LGAs must discuss potential project/s with their SRV representatives to receive feedback on eligible projects before submitting their application/s.

**Sport and recreation clubs, sporting associations and leagues, educational institutions, not-for-profit community organisations, businesses and individuals cannot directly apply to the Program.**

Local clubs and organisations are advised to contact their LGA if they wish to express interest and seek support from the Program.

## 2.2. Rurality

Eligibility consideration under the rurality requirement only applies where other eligibility requirements are not met.

For the purposes of the program, rurality may be demonstrated if the facility location in the Interface LGA is outside of the Urban Growth Boundary, as outlined at [VicPlan](#).

Where the location of land for a prospective project does not satisfy the above, an applicant may apply for funding if they can demonstrate the facility is located on land in a rural setting or in a township with predominantly rural or regional characteristics. This may include the following considerations:

- Facility is in a township with lower population and/or lower population density
- Facility is in a township neighbouring a rural and regional LGA
- Facility is in a township with a higher concentration of tourism and/or agribusiness
- The facility's catchment zone includes rural or regional communities, for example, through hosting of competition teams that are from rural or regional towns.

Any applications seeking consideration on basis of rurality **must** speak to their SRV representative prior to submitting an application.

## 2.3. Eligible applications

Only eligible applications will be assessed and considered for funding by SRV.

To be eligible for funding, applications must:

- ensure the project scope and funding request adhere to the funding requirements
- be able to demonstrate that the infrastructure project will be completed within 24 months of execution of a Grant Agreement with the DJSIR (for successful projects)
- exclude activities listed in [Section 7](#)
- be submitted (including all supporting documentation) by **5:00 pm on Monday 30 September 2024**.
- Each individual infrastructure project requires a separate application. Bundled projects will be deemed ineligible.

Stages of a larger facility development may seek support from the Program, providing the stage addresses the assessment criteria and meets all other eligibility requirements. For a staged project, please provide information on the delivery of any future stages, including timelines.



## Funding opportunity

### 3.1. Funding details

<p><b>Number of applications</b></p>	<p>Up to 3 applications.</p> <p>However, the total funding sought cannot exceed \$250,000 per LGA, and no application can exceed the maximum grant amount of \$250,000.</p>
<p><b>Maximum total grant amount per applicant</b></p>	<p>Up to \$250,000</p>
<p><b>Project types eligible for funding</b></p>	<ul style="list-style-type: none"> <li>• Developing new or redeveloping change rooms and pavilions to increase capacity, inclusion and safety.</li> <li>• Developing new or redeveloping existing sports ovals and courts to increase capacity, inclusion and safety.</li> <li>• Sports lighting that improves facility capacity and participant safety. Lighting projects may include the installation of new LED Lighting Infrastructure, or the replacement of non-LED lighting with LED lamps to permit lighting standards to be met. Should existing lighting poles be retained, a report from an engineer or other suitable expert confirming that they are structurally sound would need to be provided. Applications should also advise whether a power upgrade will be required onsite, or if the current power is suitable for the new lighting.</li> <li>• Projects that result in energy or water efficiency, with a direct impact on participation, such as warm season grass conversions.</li> <li>• Infrastructure on school land with confirmed community use.</li> <li>• Projects that benefit multi use outcomes where football or netball is the primary beneficiary.</li> </ul>



## 3.2. Timelines

### 3.2.1. 2024-25 Timelines

Applications open	Applications close	Outcomes announced	Grant Agreements executed	Construction completion
6 August 2024	30 September 2024	From February 2025 onwards	From February 2025	February 2027  No later than 24 months from execution of the Grant Agreement

### 3.2.2. 2025-26 Timelines (proposed\*)

Applications open	Applications close	Outcomes announced	Grant Agreements executed	Construction completion
July 2025	September 2025	From February 2026 onwards	From February 2026	February 2028  No later than 24 months from execution of the Grant Agreement

\* 2025-26 timelines are indicative only and are subject to change.

## 3.3. Funding ratios

Funding ratios apply to the Program and as outlined in the table below.

Applicants must confirm matched funding consistent with the funding ratios. Ratios are calculated using total project cost (**exclusive of GST**).

Applications may include project management fees of up to 7.5% of the total project cost (**exclusive of GST**).

Applications must include contingency that is a minimum 10% of the total project cost (**exclusive of GST**).

Applicants cannot use other State Government funding, such as funding from Regional Development Victoria, as part of their local contribution throughout the delivery of the project.

Local contributions may comprise of funding from other organisations including LGAs, sport and recreation clubs, state sporting associations, schools, educational institutions, Federal Government, community organisations or in-kind support (limits apply to in-kind support).

Funding available	LGA	Funding ratios
Up to \$250,000	<b>Rural</b>	SRV \$3 : Local = \$1
Up to \$250,000	<b>Regional/Interface</b> Ballarat, Greater Bendigo, Greater Geelong, Cardinia, Casey, Hume, Melton, Mornington Peninsula, Nillumbik, Whittlesea, Wyndham, Yarra Ranges	SRV \$2 : Local = \$1
Up to \$250,000	<b>Metropolitan</b> Greater Dandenong*, Kingston*, Frankston*	SRV \$1 : Local = \$1

\* Only football and netball clubs competing in leagues affiliated with AFL Victoria Country are eligible for funding

### 3.4. In-kind contributions

An in-kind contribution is a contribution of goods or services other than money. Applications for infrastructure projects can claim in-kind expenses up to a maximum of 50% of the local contribution.

LGAs must approve and underwrite any in-kind contribution from third parties for each applicable application. Examples include voluntary labour, donated goods and donated services.

Applications that include in-kind contributions must provide:

- a completed [in-kind and voluntary support form](#)
- a letter from the LGA Chief Executive Officer that approves and underwrites any in-kind contributions.

### 3.5. Fair Access Policy Roadmap

- All Victorian LGAs need to have an acceptable gender equitable access and use policy (or equivalent) in place to be considered eligible to receive community sport infrastructure funding, reflecting the Victorian Government's [Fair Access Policy Roadmap](#) (the Roadmap). The Roadmap aims to develop a statewide foundation to improve the access to, and use of, community sports infrastructure for women and girls.
- Policies should ensure that women and girls can fully participate in and enjoy the benefits of community sport, with fair opportunity and access to their local community sport facilities.

### 3.6. Facilities on school land

LGAs are eligible to apply to the Program for projects located on school land.

For projects on school land, applicants must provide a Community Joint Use Proposal, which is completed by the applicant and the school and a letter from the Department of Education central office that endorses the project.

Projects on non-government school land are also eligible for funding and require a similar demonstration of commitment from both parties to ensure long-term community access is achieved under agreed terms.

### 3.7. Facilities on Crown land

LGAs are eligible to apply to the Program for projects located on Crown land. Partnerships between LGAs, committees of management and other land managers for projects that support community sport and active recreation outcomes on Crown land are encouraged.



## Application details

Applicants must respond to assessment criteria for the Program outlined in [Section 4.1](#) and provide all the mandatory supporting documentation in [Section 5](#). The quality of supporting documentation provided will also be considered during assessment.

### 4.1. Assessment criteria

Criteria	Weighting	Questions
<b>Project Need and Readiness</b>	40%	<ol style="list-style-type: none"> <li>Why is the project needed? What football and/or netball participation issue/s is the project seeking to address?</li> <li>Describe the project scope, including all components. How will the project scope address the football and/or netball participation issue/s identified? Detail any Universal Design Principles and Environmentally Sustainable Design (ESD) initiatives.</li> <li>What project planning has been completed to date. Outline what steps will be taken to complete works in 24 months.                             <ul style="list-style-type: none"> <li>applications should indicate how the project need is supported by planning, for example LGA plans, master plans, alignment with <a href="#">AFL Victoria's Football Facilities Development Strategy 'Growing the Heartland'</a> and/or <a href="#">Netball Victoria's Statewide Facilities Strategy</a>.</li> </ul> </li> </ol>

Criteria	Weighting	Questions
<p><b>Project Outcomes</b></p>	<p>40%</p>	<p>4. What are the current football and/or netball participation activities at the facility?</p> <p>5. Detail the future football and netball activities, programs and activations resulting from the project. How will these activities and programs increase participation?</p> <p>6. Explain:</p> <ul style="list-style-type: none"> <li>• how the project will increase participation and/or support existing participation in football and netball?</li> <li>• how the project will improve participation for those individuals and communities that participate less in community sport and active recreation?</li> <li>• what specific steps will be taken to improve participation for these groups?</li> </ul> <p>This may include initiatives, policies or practices currently being undertaken or that will be implemented in the future to reinforce the impact of the project (for example, Gender Impact Assessment, club based gender equity plan, priority access).</p>
<p><b>Community and Stakeholder Engagement</b></p>	<p>20%</p>	<p>7. Detail:</p> <ul style="list-style-type: none"> <li>• the consultation and/engagement that has occurred with the local community and other stakeholders for the project</li> <li>• any further consultation and engagement that will occur for the project.</li> </ul> <p>Evidence must be provided of community consultation and its findings and/or outcomes where there is any impact of the proposed project on residential or community amenity.</p> <p>Evidence must include:</p> <ul style="list-style-type: none"> <li>• how the local community has been consulted/informed about the proposed project (for example, on site consultation, letter box drop, social media posts)</li> <li>• local community consultation findings and outcomes of any engagement (community consultation report, summary of resident feedback, recent masterplan).</li> </ul> <p>A further guidance note related to this requirement is available at the <a href="#">SRV Website</a>.</p>



## Supporting documentation

The table below outlines the mandatory and desired supporting documentation for each funding stream. Please submit all mandatory documentation with your application to ensure eligibility and demonstrate project readiness. Desired supporting documentation is not a requirement however it will further demonstrate project readiness, if applicable.

The quality of the documentation will be assessed in conjunction with LGA responses to the assessment criteria for the funding stream. Refer to [Section 6](#) for instructions about how to submit supporting documentation for your application.

Supporting Documentation	Requirement
<a href="#">Project Management Framework</a>	<b>Mandatory</b>
Site specific plan/aerial map showing location of proposed facilities.	<b>Mandatory</b>
Site specific schematic developed with stakeholder input including clear dimensions, measurements and scale.  The plans should support compliance with <a href="#">AFL's Preferred Facilities Guidelines</a> and/or <a href="#">Netball Victoria's Facilities Guidelines</a> .  <b>Note:</b> High level concept plans, hand drawn plans, generic plans or plans from previous projects will not be accepted.	<b>Mandatory</b>
For prefabricated/modular construction projects: Detailed Area Schedule.	<b>Mandatory</b> (if applicable)
Lighting plans including lux charts, pole locations and footings that are site specific (where lighting is requested in the project scope).  Where a project is proposing to retain existing lighting poles, a report from an engineer or other suitable expert evidencing that these poles are structurally sound must be provided.  Applications should also advise whether a power upgrade will be required onsite, or if the current power is suitable for the new lighting.	<b>Mandatory</b>
Project costings:  All costings provided should detail and match the scope outlined in the application. <ul style="list-style-type: none"> <li>If total project cost is \$1 million or more (excluding GST): Quantity survey, tender price or independent qualified expert report (no more than 6 months old)</li> <li>If total project cost is less than \$1 million (excluding GST): Quotes or internal cost estimates (no more than 6 months old).</li> </ul> <b>Note:</b> Where multiple quotes are provided, please provide a cover page/costings summary of the quotes/costings that equals the total project cost.	<b>Mandatory</b>

Supporting Documentation	Requirement
<p>Evidence confirming funding required to finish the project:</p> <ul style="list-style-type: none"> <li>letter from Chief Executive Officer confirming the applicant’s funding commitment to the project and commitment to underwrite cost escalations to deliver the scope outlined in the application. This provides further confidence that the project can proceed. Please also provide a Council Resolution if available.</li> </ul> <p>In addition to the above, SRV also requires:</p> <ul style="list-style-type: none"> <li>where funding is from another government department, evidence of this funding through letter or funding agreement must be provided</li> <li>where funding from clubs/organisations is indicated:                             <ul style="list-style-type: none"> <li>a letter from that organisation’s authorised officer, stating the funding amount committed</li> <li>current bank statement/s demonstrating the funding amount is held by the organisation.</li> </ul> </li> </ul>	<b>Mandatory</b>
<p>Attach evidence that the <a href="#">Aboriginal Heritage Planning Tool</a> (<i>Aboriginal Heritage Act 2006</i>) has been completed to determine if a Cultural Heritage Management Plan is required for the project.</p>	<b>Mandatory</b>
<p><a href="#">In kind and voluntary labour support form</a></p>	<b>Mandatory</b> (if applicable)
<p><a href="#">Schedule of Use</a></p>	<b>Mandatory</b>
<p><a href="#">Fair Play Code Form for Tenants</a> from all clubs and/or associations that are tenants of the facility and benefiting from the project.</p>	<b>Mandatory</b>
<p>Letters of support from organisations that clearly indicate how the group is involved with or benefits from the project.</p>	<b>Mandatory</b>
<p>Evidence of community and stakeholder consultation where there is any impact of the proposed project on residential or community amenity.</p> <p>Evidence must include:</p> <ul style="list-style-type: none"> <li>how the community has been consulted/informed about the proposed project (for example, on site consultation, letter box drop, social media posts)</li> <li>consultation findings and outcomes of any engagement (community consultation report, summary of resident feedback, recent master plan).</li> </ul>	<b>Mandatory</b>
<p>For projects on private land:</p> <ul style="list-style-type: none"> <li>a legally binding land-use agreement.</li> </ul>	<b>Mandatory</b> (if applicable)
<p>For projects on school land:</p> <ul style="list-style-type: none"> <li>executed Joint Use Agreement, or a completed Community Joint Use Proposal letter from the Department of Education central office that indicates endorsement of the project.</li> <li>applicants requesting this letter should email: <a href="#">Department of Education</a></li> </ul>	<b>Mandatory</b> (if applicable)
<p>Evidence of current facility condition (for example, photographs of current facility)</p>	Desired
<p>Gender Impact Assessment</p>	Desired
<p><a href="#">Project Governance Framework</a></p>	Desired
<p>Business or Feasibility Planning Documents</p>	Desired
<p>Environmentally Sustainable Design report(s) and budget</p>	Desired
<p>Facility Management Plan</p>	Desired
<p>Soil/Geotechnical assessments</p>	Desired
<p>Access audit</p>	Desired



## Application process and Closing Date

Step	Action required
1. Confirm eligibility	<p>Confirm you are an eligible applicant and meet other eligibility requirements (as per <a href="#">Section 2</a>)</p> <p>Confirm grant amount sought is within the SRV funding limits (as per <a href="#">Section 3</a>)</p> <p>Confirm the funding ratio (as per <a href="#">Section 3.3</a>)</p>
2. Contact SRV and relevant State Sporting Association (AFL Victoria and/or Netball Victoria)	<p>LGAs must discuss project ideas with their SRV representative/s prior to applying.</p> <p>LGAs will be provided with:</p> <ul style="list-style-type: none"> <li>high-level design feedback including alignment with relevant sporting guidelines</li> <li>guidance on the development of proposals that have merit, that align with the Program objectives and that are ready to proceed.</li> </ul> <p>Applicants should seek independent advice before signing a Grant Agreement.</p>
3. Prepare Application and Supporting Documents	<p>LGAs to prepare application by addressing all assessment criteria and submitting all mandatory supporting documents.</p> <p>The preparation and submission of applications are at the cost of the applicant.</p>
4. Submit application by closing date	<p>Eligible applicants must complete the application form (including responses to the assessment criteria) via the <a href="#">SRV website</a>: by <b>5:00 pm on Monday 30 September 2024</b>.</p> <p>An application must address all assessment criteria. Claims made against each criterion must be substantiated with evidence.</p> <p>Applications submitted after the closing date may not be considered eligible unless an extension has been requested and approved in writing by SRV before the closing date. Approval will only be granted under exceptional circumstances (for example, significant technology disruptions or impacts from natural disasters).</p>

Step	Action required
<p>5. Submit supporting documents by closing date</p>	<p>Email all supporting documents to:  <a href="mailto:communityinfrastructure@sport.vic.gov.au">communityinfrastructure@sport.vic.gov.au</a> by <b>5:00 pm on Monday 30 September 2024</b>. Please ensure all supporting documents are clearly named (for example, Plans – Project Name, Costs – Project Name).</p> <p>Zip all supporting documents into one compressed folder. Please see instructions below on how to zip files into a compressed folder.</p> <p>Quote your project name in the subject line of your email.</p> <p>If documentation is not provided at the time of application, SRV reserves the right to deem the application ineligible.</p> <p>Please email <a href="mailto:communityinfrastructure@sport.vic.gov.au">communityinfrastructure@sport.vic.gov.au</a> if you experience any issues with emailing your supporting documentation.</p> <p><b>Compressing files into a compressed folder:</b> Select all files using your mouse, then right click, select Send to and then select Compressed (zipped) folder. This will prompt a Save window allowing you to save all selected files into one compressed folder.</p> <p>The size limit of an email varies between 20mb to 30mb. If your documents combined exceed this, you will need to split them into separate compressed folders and email them separately (for example, Part 1 – Project Name, Part 2 – Project Name).</p>





## Types of projects that will not be funded

- Applications from LGAs that do not have an acceptable gender equitable access and use policy (or equivalent) in place.
- Facilities where little or no public access is available.
- The purchase of land (in general, the land on which the facility development is proposed will be municipal property, a Crown reserve, land owned by a public authority, private land with public access rights or land held for public purposes by trustees).
- Requests for retrospective funding, where projects have commenced construction or are completed prior to the execution of a grant agreement (construction includes, but is not limited to demolition, site clearing, earthworks, building works and any form of early works).
- Buildings or equipment considered temporary or not permanent in nature or intended use.
- Metal halide lighting (only LED lighting systems will be funded).
- Upgrading or redeveloping kitchens or public toilet facilities, except as part of a larger project that meets the objectives of the Program.
- Requests for ongoing operational costs such as, but not limited to, salaries, electricity, water, asset maintenance and other utilities.
- Routine or cyclical maintenance works.
- Purchasing or maintaining recreation, entertainment, sporting, lifesaving or any other equipment (except as part of facility fit out).
- Projects previously funded by SRV unless applicants can demonstrate additional or new uses resulting in increased participation/programming outcomes.
- Projects that do not meet relevant sport or Australian Standards (for example, lighting projects). Facilities that do not comply with the relevant sport standard must seek exemption from the relevant sporting organisation and supply appropriate evidence to be supported by the Program.
- The replacement of like-for-like surfaces (for example, synthetic surface replaced by a similar synthetic surface) are ineligible for funding. To be eligible for funding the application will need to demonstrate that additional uses are proposed and/or a multi-purpose element is being introduced. Exceptional circumstances may be considered where significant safety or compliance issues are evident, and an activity will not continue to be conducted as a result. Applicants will need to provide a condition audit or other technical evidence demonstrating the safety or compliance issue.

- Repair of facilities damaged by vandalism, fire or other natural disasters where the damage can be fully covered by insurance. The Program may consider supporting applications where the scope includes elements that are not covered by insurance, or for amounts exceeding the value insured.
- In general, areas designated as licenced areas within a proposed facility will not be eligible for funding. DJSIR may consider applications where a restricted club licence is proposed or in place, provided that the restricted licence does not interfere with the facility's other amenities or services, such as childcare or access by young people.
- Projects where contributions from funding partners are not confirmed in writing and by bank statement/s or underwritten by the applicant.
- Tenant clubs that have failed to resolve a breach of the Fair Play Code.
- Applications for bundled projects where the one single application proposes to deliver multiple projects that will occur at different sites.
- Applications where the project beneficiary receives revenue directly from Electronic Gaming Machines will not be prioritised.
- Scoreboards, behind goal netting, coaches' boxes and other supporting infrastructure unless considered a minor component of a larger project.



## Assessment process

A Program Steering Committee has been formed to oversee this Program including the assessment of applications. The committee comprises representatives from SRV, AFL, AFL Victoria and Netball Victoria.

Only eligible applications will be assessed and considered for funding by the department. An application must address all assessment criteria as per [Section 4](#). Claims made against each criterion must be substantiated with evidence.

SRV reserves the right to not assess an application should insufficient information be provided, including responses to assessment criteria and mandatory supporting documentation.

SRV reserves the right to negotiate a lower than requested funding amount for submitted applications.

Applications will be considered against the assessment criteria by SRV staff and then reviewed by a Moderation Panel. The Moderation Panel will also consider the Investment Priorities outlined at [Section 1.4](#) and in each stream before making recommendations to the Minister.

SRV will also consider an applicant's past performance and the organisation's capacity to deliver projects on time. Compliance with past Grant Agreements and the number and duration of overdue milestones (including outcomes reports) for existing projects will also be considered, along with live projects with significant budget shortfalls.

**Decisions regarding funding by the Minister for Community Sport are final and no further correspondence shall be entered into regarding such decisions.**

LGAs are invited to seek feedback from SRV on unsuccessful applications.



## Conditions that apply to funding

### 9.1. Grant agreements

Successful applicants must enter a Grant Agreement with DJSIR with initial project payments made in the 2024–25 financial year.

The Grant Agreement will include reference to the following:

- the facility tenant club/s are expected to adhere to the Fair Play Code or related state sporting association Code of Conduct. More information can be found at [Fair Play Code](#)
- recipients may seek timing and/or scope variations for funded projects. Consideration of variations may lead to changes in deliverables, milestones, grant amount and payments
- LGAs must inform the participating organisation/s, where applicable, of all funding arrangements and obligations in relation to the grant allocation. This includes ensuring the funded project does not start prior to the execution of the Grant Agreement
- acknowledgement and Ministerial event requirements.

An LGA officer must be designated to manage the project and provide information to DJSIR according to the following key reporting requirements:

- a Project Management Framework must be completed and submitted for all applications
- LGAs must secure SRV's endorsement of key documents such as schematic plans and architectural/planning briefs prior to works commencing. Projects must not start or be tendered until endorsement is provided. SRV may not make milestone payments if endorsement is not secured in a timely manner
- LGAs must provide project acquittal documentation as required
- LGAs are expected to guarantee the cash flow payments towards works where a community organisation is providing funding contributions for a project
- LGAs must contribute information on activity outcomes for use in outcomes reporting, program evaluation reviews or DJSIR publications, 12 months after project acquittal.

## 9.2. Acknowledging the Victorian Government's support and promoting success

Successful applicants need to acknowledge the Victorian Government, AFL, AFL Victoria and Netball Victoria's support through the provision of a grant from the Program. Promotional guidelines form part of the grant agreement and include the requirement that all activities acknowledge Victorian Government, AFL, AFL Victoria and Netball Victoria's support through logo presentation on any activity-related publications, media releases and promotional material; and/or placing a Victorian Government endorsed sign at the site of infrastructure activities.

Details of requirements for funded projects are available in the [SRV: Infrastructure Grants Acknowledgement and Publicity Guidelines](#). Examples specific to this Program are available at **Appendix 1**.

Successful applicants may be required to contribute information on activity outcomes for use in program evaluation reviews or the department's marketing materials.

## 9.3. Payments

Payments will be made conditional upon:

- the Grant Agreement having been signed by both parties
- milestones having been achieved to the DJSIRs satisfaction including provision of required/ requested information and reports to the satisfaction of the DJSIR
- other terms and conditions of funding continue to be met.

A minimum of 5% of the grant will be paid upon financial acquittal of the project.

Payments advanced prior to completion are subject to refund if the Project is not performed in accordance with the Grant Agreement.

## 9.4. Privacy

DJSIR is committed to protecting the privacy of applicants. Any personal information provided through the application will be collected for the purposes of administering the grant application and informing the public of successful applications.

To be able to administer grant applications effectively and efficiently, DJSIR may need to disclose applicants' personal information to State and Commonwealth Government departments and external experts, such as members of assessment panels, for the purposes of assessment, consultation, and reporting. If there is an intention to include personal information about third parties in the application, applicants should ensure they are aware of, and consent to the contents of this privacy statement.

Any personal information about applicants or third parties will be collected, held, managed, used, disclosed or transferred in accordance with the provisions of the *Privacy and Data Protection Act 2014 (Vic)* and other applicable laws.

Enquiries about access to personal information, or for other concerns regarding the privacy of personal information, can be emailed to the [DJSIR Privacy Unit](#).



## Resources and additional information

SRV has consolidated several helpful guidelines, tools and resources to assist with project and application development that can be found on the [SRV website](#).

Resource	Supporting Information
Supporting documentation, forms and templates	<p>Templates, forms and factsheets to support applications can be found on the <a href="#">SRV website</a>.</p> <p>These include but are not limited to:</p> <ul style="list-style-type: none"> <li>• <a href="#">Schedule of Use</a></li> <li>• <a href="#">Project Management Framework</a></li> <li>• <a href="#">Project Governance Framework</a></li> </ul>
Universal Design	<p>The concept of Universal Design is to make the built environment more usable to as many people as possible, at little or no additional cost. <a href="#">SRV's Design for Everyone Guide</a> incorporates the Universal Design principles approach to best practice facility design.</p>
Environmentally Sustainable Design	<p>Projects are encouraged to consider Environmentally Sustainable Design. This should be demonstrated with a specific Environmentally Sustainable Design budget in the application. It is good practice to incorporate Environmentally Sustainable Design initiatives in all projects where possible.</p> <p>A fact sheet on <a href="#">Environmentally Sustainable Design Guidelines</a> is available.</p>
Female Friendly Sport Infrastructure Guidelines	<p>The <a href="#">Female Friendly Sport Infrastructure Guidelines</a> provide information and advice on how to deliver more gender equitable environments. The Guidelines have relevance to all funding streams.</p>
Fair Access Policy Roadmap	<p>The <a href="#">Fair Access Policy Roadmap</a> aims to develop a statewide foundation to improve the access to, and use of, community sports infrastructure for women and girls. All Victorian LGAs will need to have an acceptable gender equitable access and use policy (or equivalent) in place to be considered eligible to receive community sport infrastructure funding. These policies will ensure that women and girls can fully participate in and enjoy the benefits of community sport, with fair opportunity and access to their local facilities.</p>
Gender Impact Assessments	<p><i>The Gender Equality Act 2020</i> requires certain organisations, including LGAs, to do Gender Impact Assessments so that all new policies, programs and services and those up for review, that directly and significantly impact the public, benefit all Victorians. Further information to help understand if a Gender Impact Assessments is required, can be found at <a href="#">Gender Equality Commission</a>.</p>

Resource	Supporting Information
Fair Play Code	All facility tenant club(s) are expected to adhere to the <a href="#">Fair Play Code</a> or related state sporting association Code of Conduct. A <a href="#">Fair Play Code Form for Tenants</a> should be completed by all tenant organisations.
Cultural Heritage Management Plans (Aboriginal Heritage Regulations 2018)	This tool is used and completed to determine if a <a href="#">Cultural Heritage Management Plan</a> is required for the project.
Future proofing community sport and recreation facilities: a road map for climate change management for the sport and recreation facilities sector	The <a href="#">Guide</a> is designed to support community sports clubs in understanding their impact on the environment and to empower, equip and motivate them to take action and change behaviours within their clubs.
Victoria's women construction strategy	The Strategy is designed to increase women's participation in the trade and semi-skilled 'blue collar' work in Victoria. In doing so, it will take another important step towards gender equality. More information can be found at <a href="#">Victoria's Women in Construction Strategy</a> .



## Glossary

Term	Definition
<b>Access audit</b>	An access audit is an assessment that rates a building for useability and accessibility for a wide range of users, including people with a disability. It identifies barriers or potential barriers to people with a disability accessing a building and using services inside and around the building.
<b>Concept Plan</b>	A concept plan serves as a starting point in the site development process. It provides preliminary drawings that convey the concept of the project but with insufficient detail to provide a basis for project costing.
<b>Commencement of Works</b>	The undertaking of any project activities that contribute to the physical construction of new infrastructure or upgrades, improvements, refurbishment of existing infrastructure as outlined in the application and supporting information. This includes, but is not limited to, site clearing, earthworks, building works and any form of early works.
<b>Geotechnical Report</b>	A geotechnical report is a site analysis undertaken by a geotechnical engineer. The document communicates ground conditions including soil, rock and groundwater.
<b>Lux Charts/ Lighting Plans</b>	Detailed plans that outline the lux (illumination) that will be exhibited across the court/field/pitch. These requirements are sport specific.
<b>Participation</b>	Participation is defined as engaging, coaching, officiating or volunteering in a sport or active recreation activity.
<b>Quantity Surveyor (QS) Report</b>	A Quantity Surveyor report is a cost plan estimating construction costs completed by a qualified Quantity Surveyor and based on plans that are at least at a schematic level.
<b>Schematic Plan</b>	Refers to scaled and labelled drawings produced by a professional designer or architect of an agreed development option. These plans are used to identify the project scope in sufficient detail to enable accurate project costings.



These guidelines are subject to changes at the discretion of the Minister for Community Sport.

Authorised and published by the Victorian Government, 1 Spring Street, Melbourne.

© State of Victoria, Department of Jobs, Skills, Industry and Regions. August 2024

Available at the SRV [website](#).

## 8.2.2 BULOKE PLANNING SCHEME AMENDMENT – IMPLEMENT PLANNING SCHEME REVIEW AND CORRECTIONS – SEEK AUTHORISATION FROM MINISTER OF PLANNING TO PREPARE THE AMENDMENT

**Author's Title:** Senior Planning Officer

**Department:** Community Development

**File No:** LP/08/04

**Relevance to Council Plan 2021 - 2025**

**Strategic Objective:** Our Built and Natural Environment

### PURPOSE

This report seeks Council approval to seek Authorisation from the Minister to prepare Planning Scheme Amendment C44blok.

### SUMMARY

Planning Scheme Amendments require Authorisation from the Minister for Planning to proceed with preparation of the amendment.

Council adopted the Planning Scheme review report at the April 10th, 2024 Council meeting. A planning scheme amendment is required to implement the findings and recommendations of the Buloke Planning Scheme Review 2023 report. The amendment also amends the Buloke Planning Scheme to correct obvious and technical errors, including mapping anomalies.

### RECOMMENDATION

That Council:

1. Requests that the Minister for Planning grant Authorisation under Section 8A of the *Planning and Environment Act 1987* to prepare and exhibit a Planning Scheme Amendment to implement the recommendations in the Planning Scheme review report and correct selected mapping/zoning anomalies.

**Attachments:** 1 [↓Buloke C44blok Explanatory Report](#)

### DISCUSSION

Planning Scheme Amendments require Authorisation from the Minister for Planning to proceed with preparation of the amendment.

Council adopted the Planning Scheme review report at the April 10th, 2024 Council meeting. Regular reviews of the planning scheme are required under Section 12B of the *Planning and Environment Act 1987 (the Act)*. A planning scheme amendment is required to implement the findings and recommendations of the Buloke Planning Scheme Review 2023 report. This amendment implements the recommendations of that review, which are administrative in nature and where the intended effect of the respective clause is not changed.

The amendment is required to ensure that land in private ownership is not within the Public Use Zone, Public Park and Recreation Zone or Public Conservation and Resource Zone, as required by the Ministerial Direction - Form and Content of Planning Schemes.

The amendment is also required to correct mapping anomalies and errors that have become apparent through the operation of the planning scheme, particularly through statutory planning processes.

The correction of these errors will contribute to the more effective operation and administration of the planning scheme to ensure it is up-to-date and provides a clear and coherent basis for decision making.

The changes the amendment makes to the ordinance of the Buloke Planning Scheme are listed in the attached C44 Explanatory report at the heading 'What the amendment does', under the subheading 'Ordinance'.

The changes to be made to the maps are summarised in the attached C44 Explanatory report at the heading 'What the amendment does', under the subheading 'Maps'.

#### **RELEVANT LAW**

The Planning Scheme amendment process will be conducted in accordance with the Planning and Environment Act 1987.

#### **RELATED COUNCIL DECISIONS**

This amendment implements the recommendations of the Buloke Planning Scheme Review (2023), as adopted by Council on 10 April 2024 and forwarded to the Minister for Planning on 8 May 2024.

#### **OPTIONS**

Council could resolve not to proceed with, or alter, the planning scheme amendment. Council as the Planning Authority is required to regularly review the provisions of the planning scheme for which it is a planning authority and prepare amendments to a planning scheme for which it is a planning authority (Section 12 of the *Planning and Environment Act 1987*).

#### **SUSTAINABILITY IMPLICATIONS**

The amendment is expected to deliver positive environmental, social and economic outcomes by updating, simplifying and clarifying local policies and local schedules in the Buloke Planning Scheme, and by correcting obvious mapping errors. This will provide more certainty to users of the planning system and will ensure that land use and development outcomes are consistent with the environmental, social and economic land use objectives of planning in Buloke and Victoria.

#### **COMMUNITY ENGAGEMENT**

The amendment will be available for inspection at the Buloke Shire Council website and will be available for public inspection during office hours at the Buloke Shire Council office at Wycheproof.

The amendment will also be available to be inspected free of charge at the Department of Transport and Planning website at <http://www.planning.vic.gov.au/public-inspection> or by contacting the office on 1800 789 386 to arrange a time to view the amendment documentation.

A notice will be placed in the locally circulating newspapers to advise of the opportunity to view the amendment.

Landowners whose land will be directly affected by the amendment will be sent notice of the amendment.

#### **INNOVATION AND CONTINUOUS IMPROVEMENT**

Section 12B of the Act requires a Planning Authority to carry out regular reviews of its planning scheme to enhance that scheme's effectiveness and efficiency in achieving the objectives of planning in Victoria and the objectives of the planning framework established by the Act.

The amendment is also required to correct mapping anomalies and errors that have become apparent through the operation of the planning scheme, particularly through statutory planning processes.

The correction of these errors will contribute to the more effective operation and administration of the planning scheme to ensure it is up-to-date and provides a clear and coherent basis for decision making.

#### **COLLABORATION**

Statutory bodies and public authorities will be consulted as required in accordance with Section 19 of the *Planning and Environment Act 1987*.

#### **FINANCIAL VIABILITY**

There are fees associated with the amendment process. There are no significant financial viability considerations.

#### **REGIONAL, STATE AND NATIONAL PLANS AND POLICIES**

The amendment will update Municipal Planning Strategy and Planning Policy Framework to improve clarity and to comply with the Ministerial Direction - Form and Content of Planning Schemes. All proposed updates are policy neutral.

Regional Documents have been reviewed and reported on in the Planning Scheme Review Analysis findings June 2023, including Mallee Regional Catchment Management Strategy 2022-2028, North Central Regional Catchment Management Strategy 2021-2027, Dja Dja Wurrung Country Plan 2014-2034 (Dja Dja Wurrung Clans Aboriginal Corporation, 2014) and the Growing what is Good Country Plan (Barengi Gajin Land Council, 2017).

#### **COUNCIL PLANS AND POLICIES**

Council Plans and Policy documents were reviewed and reported on in the Planning Scheme Review Analysis findings June 2023, including the Council Plan, Inclusiveness Plan, Buloke Asset Plan, Rural Land Use and Settlement Strategy 2019, Buloke Climate Change Mitigation and Adaption Plan (Ndevr Environmental, 2020), Draft Transport Asset Management Plan, Interim Economic Development and Tourism Strategy 2022-2023.

#### **TRANSPARENCY OF COUNCIL DECISIONS**

In order to promote transparency, Council will consider this resolution in on open meeting.

#### **CONFLICTS OF INTEREST**

No officers involved in preparing this report have a conflict of interest in its subject matter.

*Planning and Environment Act 1987*

## **Buloke Planning Scheme**

### **Amendment C44blok**

## **Explanatory Report**

### **Overview**

This amendment implements the findings and recommendations of the *Buloke Planning Scheme Review (2023)*. The review was adopted by the Buloke Shire Council on 10 April 2024 and was prepared to meet the requirements of Section 12B of the *Planning and Environment Act 1987*.

The amendment also amends the Buloke Planning Scheme to correct obvious and technical errors, including mapping anomalies.

### **Where you may inspect this amendment**

The amendment can be inspected free of charge at the Buloke Shire Council website at [www.buloke.vic.gov.au](http://www.buloke.vic.gov.au).

And

The amendment is available for public inspection, free of charge, during office hours at the following place:

- Buloke Shire Council, 367 Broadway, Wycheproof

The amendment can also be inspected free of charge at the Department of Transport and Planning website at <http://www.planning.vic.gov.au/public-inspection> or by contacting the office on 1800 789 386 to arrange a time to view the amendment documentation.

### **Submissions**

Any person may make a submission to the planning authority about the amendment. Submissions about the amendment must be received by [insert submissions due date].

A submission must be sent to:

Buloke Shire Council  
PO Box 1

Wycheproof, Victoria 3527

## Panel hearing dates

In accordance with clause 4(2) of Ministerial Direction No.15 the following panel hearing dates have been set for this amendment:

- Directions hearing: [insert directions hearing date]
- Panel hearing: [insert panel hearing date]

## Details of the amendment

### Who is the planning authority?

This amendment has been prepared by the Buloke Shire Council, which is the planning authority for this amendment.

The amendment has been made at the request of the Buloke Shire Council.

### Land affected by the amendment

The amendment applies to all land in the Buloke Shire.

A mapping reference table identifying properties affected by mapping changes is inserted at Attachment 1 to this Explanatory Report.

### What the amendment does

This amendment implements the recommendations of the *Buloke Planning Scheme Review (2023)* (the Review), as adopted by Council on 10 April 2024 and forwarded to the Minister for Planning on 8 May 2024. The Review was prepared to meet the requirements of Section 12B of the *Planning and Environment Act 1987* (the Act).

The amendment also corrects obvious and technical errors, including mapping anomalies in the planning scheme.

### Ordinance

The amendment makes the following changes to ordinance in the Buloke Planning Scheme:

#### Municipal Planning Strategy

- Updates Clause 02.01 Context to appropriately recognise the Traditional Owners of the land in which Buloke Shire sits, update factual data and make minor corrections.
- Updates Clauses 02.02 Vision and 02.03 Strategic Directions to reflect the vision, directions and strategies set out in the adopted Buloke Council Plan, to improve clarity and to comply with the *Ministerial Direction - Form and Content of Planning Schemes*.

### Planning Policy Framework

- Updates Clause 12.01-2L Native Vegetation to improve clarity and to comply with the *Ministerial Direction on the Form and Content of Planning Schemes*.
- Updates Clauses 13.03-1L Floodplain Management, 13.07-1L-01 Amenity Protection – General and 13.07-1L-02 Township Amenity Protection to improve clarity and to comply with the *Ministerial Direction - Form and Content of Planning Schemes*.
- Updates Clauses 14.01-1L-01 Protection of Agricultural Land, 14.01-1L-02 Rural Dependent Enterprises, 14.01-1L-03 Small Lot Subdivision, 14.01-2L Sustainable Agriculture and Rural Industry to improve clarity and to comply with the *Ministerial Direction on the Form and Content of Planning Schemes*.
- Updates Clauses 15.01-1L Urban Design, 15.01-2L-01 Building Design, 15.01-2L-02 Industrial Building Design and 15.03-1L Heritage to clarify the intent of existing policies and to comply with the *Ministerial Direction - Form and Content of Planning Schemes*.
- Updates Clause 16.01-1L Housing Diversity in Buloke to make minor changes to existing policy to reflect the adopted Buloke Council Plan and reduce policy duplication.
- Updates Clause 17.03-1L Industry to improve the language of an existing strategy.
- Updates Clause 18.01-1L Integrated Transport to reflect the adopted Buloke Council Plan.
- Updates Clause 19.03-2L Development Infrastructure to clarify the intent of an existing strategy.

### Zones

- Updates the Schedule to Clause 35.07 Farming Zone to reflect the correct location of a policy and to comply with the *Ministerial Direction - Form and Content of Planning Schemes*.
- Updates the Schedule to Clause 36.02 Public Park and Recreation Zone to insert a reference to an existing incorporated document and comply with the *Ministerial Direction - Form and Content of Planning Schemes*.

### Overlays

- Updates Schedule 1 Waterway Protection to Clause 42.01 Environmental Significance Overlay to update an organisation name.
- Updates Schedule 1 Roadside and Corridor Protection Area to Clause 42.02 Vegetation Protection Overlay to reduce duplication of provisions and to comply with the *Ministerial Direction - Form and Content of Planning Schemes*.
- Updates the Schedule to Clause 43.01 Heritage Overlay to remove a reference to one redundant heritage overlay and to comply with the *Ministerial Direction on the Form and Content of Planning Schemes*.

- Updates Schedule 1 Hospital Emergency Medical Services Helicopter Flight Path Protection – Inner Area and Schedule 2 Hospital Emergency Medical Services Helicopter Flight Path Protection – Outer Area to Clause 43.02 Design and Development Overlay to comply with the *Ministerial Direction - Form and Content of Planning Schemes*.
- Updates the Schedule to Clause 44.03 Floodway Overlay to comply with the *Ministerial Direction - Form and Content of Planning Schemes*.
- Updates the Schedule to Clause 44.04 Land Subject to Inundation Overlay to comply with the *Ministerial Direction - Form and Content of Planning Schemes*.

#### General Provisions

- Updates the Schedule to Clause 66.04 Referral of Permit Applications under Local Provisions to reflect changes to department names.

#### Operational Provisions

- Updates the Schedule to Clause 72.04 Incorporated Documents to comply with the *Ministerial Direction - Form and Content of Planning Schemes* and to correct an error by reintroducing ten design guideline documents to the schedule that were gazetted as part of Amendment C43blok.
- Updates the Schedule to Clause 72.08 Background Documents to insert a background document referred to in Clause 19.03-2L Development Infrastructure.
- Updates the Schedule to Clause 74.01 Application of Zones, Overlays and Provisions to reflect the content of the scheme and to comply with the *Ministerial Direction - Form and Content of Planning Schemes*.
- Updates the Schedule to Clause 74.02 Further Strategic Work based on the findings of the *Buloke Planning Scheme Review (2023)*.

#### **Maps**

The amendment makes the changes to zone maps in the Buloke Planning Scheme, as set out in Attachment 1. The changes are summarised as follows:

##### Planning Scheme Map 10ZN (Sea Lake)

- Rezone part of the land at 75 Best Street, Sea Lake from Public Park and Recreation Zone to Commercial 1 Zone to reflect the private ownership of the land and the ongoing use of the land for commercial purposes.
- Rezone land at 11 Horace Street, Sea Lake from Public Park and Recreation Zone to Township Zone to reflect the private ownership of the land and the ongoing use of the land as a dwelling.

##### Planning Scheme Map 17ZN (Culgoa)

- Rezone land at Calder Highway, Culgoa (as set out in Attachment 1) from Township Zone to Public Use Zone 1 Service & Utility to reflect the public



ownership of the land and the ongoing use of the land by Grampians Wimmera Mallee Water for utility purposes.

- Rezone land at Calder Highway, Culgoa (as set out in Attachment 1) from Public Use Zone 1 Service & Utility, Township Zone and Farming Zone to Farming Zone to align zoning to property boundaries.

#### Planning Scheme Map 21ZN (Curyo)

- Rezone land at 2504 Sunraysia Highway, Curyo from Public Use Zone 1 Service & Utility to Farming Zone to reflect the private ownership of the land and the ongoing use of the land as a farm.

#### Planning Scheme Map 25ZN (Nullawil)

- Rezone land at 18 Birchip Road, Nullawil from Township Zone and Public Park and Recreation Zone to Public Park and Recreation Zone to reflect the public ownership of the land and use of the land as the Nullawil Lawn Tennis Club.
- Rezone land at 20 Quambatook Road, Nullawil from Township Zone, Farming Zone and Public Use Zone 1 Service & Utility to Public Use Zone 1 Service & Utility to reflect the public ownership of the land and use of the land by Grampians Wimmera Mallee Water for utility purposes.

#### Planning Scheme Map 28ZN (Watchem)

- Rezone part of the land at Connellan Road, Watchem (as set out in Attachment 1) from Public Use Zone 2 Education to Farming Zone to reflect the private ownership of the land and ongoing use of the land as a farm.

#### Planning Scheme Map 29ZN (Watchem)

- Rezone land at 40 Morton Street, Watchem from Township Zone to Public Use Zone 6 Local Government to reflect public ownership of the land and ongoing use of the land as a landfill and transfer station.

#### Planning Scheme Map 32ZN (Jeruk and Glenloth)

- Rezone land at 468 Jeruk River North Road, Jeruk (as set out in Attachment 1) from Public Conservation and Resource Zone to Farming Zone to reflect the private ownership of the land and the use of the land as a farm.
- Rezone land at Charlton-Swan Hill Road, Glenloth (as set out in Attachment 1) from Public Conservation and Resource Zone to Farming Zone to reflect the private ownership of the land.
- Rezone land at 101 Glenloth Road, Glenloth (as set out in Attachment 1) from Public Conservation and Resource Zone to Farming Zone to reflect the private ownership of the land.

#### Planning Scheme Map 33ZN (Wycheproof)

- Rezone land at 6 Corack Road, Wycheproof from Public Use Zone 6 Local Government and Township Zone to Township Zone to reflect the private

ownership of the land and to align zoning with the property boundary.

- Rezone land at Corack Road, Wycheproof (as set out in Attachment 1) from Township Zone and Public Use Zone 6 Local Government to Public Use Zone 1 Service & Utility to reflect public ownership of the land and ongoing use of the land by Grampians Wimmera Mallee Water.
- Rezone land at 6 Mill Street, Wycheproof from Township Zone to Public Use Zone 6 Local Government to reflect public ownership of the land and the ongoing use of the property by the local government.

#### Planning Scheme Map 37ZN (Donald)

- Rezone land at 150 Woods Street, Donald from Township Zone and Public Park and Recreation Zone to Public Park and Recreation Zone to align zoning with the property boundary, to reflect public ownership of the land and the ongoing use of the land as a municipal recreation facility.
- Rezone land at 20 Camp Street and 22 Camp Street, Donald from Public Use Zone 3 Health & Community to Township Zone to reflect the private ownership of the land.
- Rezone land at 27-29 McCulloch Street, Donald from Public Use Zone 6 Local Government to Township Zone to reflect the private ownership of the land.

#### Planning Scheme Map 39ZN (Charlton)

- Rezone land at Charlton Airport, Charlton-St Arnaud Road, Charlton from Farming Zone to Transport Zone 4 Other Transport Use to reflect the use of the land as an airport.

#### Planning Scheme Map 39ZN and 40ZN (Charlton)

- Rezone land at Back St Arnaud Road, Charlton (as set out in Attachment 1) from Public Use Zone 2 Education to Public Park and Recreation Zone to reflect the ongoing use of the land as the Harness Racing Training Facility, Charlton.

#### Planning Scheme Map 40ZN (Charlton)

- Rezone land at 6 Arundell Square, Charlton from Public Park and Recreation Zone to Township Zone to reflect the private ownership of the land and use of the land as an existing residential property.
- Rezone land at 8 Arundell Square, Charlton from Public Park and Recreation Zone to Township Zone to reflect the private ownership of the land and use of the land as an existing residential property.
- Rezone land at 7 Donald Road, Charlton from Commercial 1 Zone to Township Zone to reflect the ongoing use of the land as a private dwelling.
- Rezone part of the land at Mildura Highway, Charlton from Commercial 2 Zone to Public Park and Recreation Zone to align zoning with the property boundary, reflect public ownership and ongoing use of the land as a public park and reserve.

#### Planning Scheme Map 43ZN (Donald)

- Rezone land at Depot Road, Donald (as set out in Attachment 1) from Public Conservation and Resource Zone and Farming Zone to Public Use Zone 6 Local Government to reflect public ownership of the land and the use of the land as a landfill and transfer station.
- Rezone land at Sunraysia Highway, Donald (as set out in Attachment 1) from Farming Zone to Public Use Zone 5 Cemetery/Crematorium to reflect the public ownership of the land and the ongoing use of the land as Donald Cemetery.

The amendment makes the changes to Heritage Overlay maps in the Buloke Planning Scheme, as set out in Attachment 1. The changes are summarised as follows:

#### Planning Scheme Map 11HO (Berriwillock)

- Apply Heritage Overlay 155 Shop, 'Mill's General Store' to land at 27 Taverner Street, Berriwillock and delete this overlay from land at 35 Taverner Street, Berriwillock to reflect the location of the heritage place identified in the Schedule to Clause 43.01 of the Buloke Planning Scheme and the place citation report prepared for the *Buloke Heritage Study 2* (2011).

#### Planning Scheme Map 23HO (Birchip)

- Delete part of Heritage Overlay 49 Uniting Church from land at 18 Johnson Street, Birchip (as set out in Attachment 1) to accurately reflect the extent of the heritage place identified in the Schedule to Clause 43.01 of the Buloke Planning Scheme. [part of this HO is being deleted but part will remain].
- Delete Heritage Overlay 32 Timber House from land at 40 Campbell Street, Birchip as the heritage place is no longer on the property.

#### Planning Scheme Map 29HO (Watchem)

- Apply Heritage Overlay 256 Cemetery to the land known as Watchem Cemetery, Ryan Street, Watchem (as set out in Attachment 1) and delete this overlay from land at 16 Hoban Street, Watchem to reflect the location of the heritage place identified in the Schedule to Clause 43.01 of the Buloke Planning Scheme and as identified in the place citation report prepared for the *Buloke Heritage Study 2* (2011).

#### Planning Scheme Map 46HO (Yeungroon)

- Apply Heritage Overlay 270 Yeungroon Public Hall to land at Lot 1 TP917921, known as part of 364 Cossars Road, Yeungroon and delete this overlay from land at CA 7 Sec 5 Parish of Yeungroon, known as 364 Cossars Road, Yeungroon, (as set out in Attachment 1) to reflect the location of the heritage place as identified in the place citation report prepared for the *Buloke Heritage Study 2* (2011).

## Strategic assessment of the amendment

### Why is the amendment required?

Section 12B of the Act requires a planning authority to carry out regular reviews of its planning scheme to enhance that scheme's effectiveness and efficiency in achieving the objectives of planning in Victoria and the objectives of the planning framework established by the Act.

The *Buloke Planning Scheme Review Report (2023)*, adopted by Buloke Shire Council in April 2024, makes a number of recommendations to improve the overall performance of the Buloke Planning Scheme. This amendment implements the recommendations of that review, which are administrative in nature and where the intended effect of the respective clause is not changed.

The amendment is required to ensure that land in private ownership is not within the Public Use Zone, Public Park and Recreation Zone or Public Conservation and Resource Zone, as required by the *Ministerial Direction - Form and Content of Planning Schemes*.

The amendment is also required to correct mapping anomalies and errors that have become apparent through the operation of the planning scheme, particularly through statutory planning processes.

The correction of these errors will contribute to the more effective operation and administration of the planning scheme to ensure it is up-to-date and provides a clear and coherent basis for decision making.

### How does the amendment implement the objectives of planning in Victoria?

The amendment implements the following objectives of planning in Victoria as outlined in section 4 (1) of the Act:

- a) *To provide for the fair, orderly, economic and sustainable use, and development of land*
- b) *To provide for the protection of natural and man-made resources and the maintenance of ecological processes and genetic diversity*
- c) *To secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria*
- d) *To conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value*
- e) *to protect public utilities and other assets and enable the orderly provision and co-ordination of public utilities and other facilities for the benefit of the community*
- f) *to facilitate development in accordance with the objectives set out in*

*paragraphs (a), (b), (c), (d) and (e)*

*g) To balance the present and future interests of all Victorians.*

The amendment implements the above objectives by providing clear strategic direction for future land use and development in Buloke Shire.

The amendment ensures that local policy and controls have been drafted to encourage land use planning and development to occur in a manner that is consistent with all of the above objectives.

The amendment ensures that planning scheme provisions are correctly applied to land so that land can be used and developed in accordance with these objectives.

### **How does the amendment address any environmental, social and economic effects?**

The amendment is expected to deliver positive environmental, social and economic outcomes by updating, simplifying and clarifying local policies and local schedules in the Buloke Planning Scheme, and by correcting obvious mapping errors. This will provide more certainty to users of the planning system and will ensure that land use and development outcomes are consistent with the environmental, social and economic land use objectives of planning in Buloke and Victoria.

Specifically, the amendment proposes to:

- Improve the clarity of local policy content in the Municipal Planning Strategy, Planning Policy Framework and local schedules to provide greater certainty for users of the planning system.
- Improve the accuracy of planning scheme maps by correcting obvious mapping errors.
- Reduce unnecessary costs to applicants and councils from unclear planning requirements.

### **Does the amendment address relevant bushfire risk?**

The Amendment meets bushfire policy in Clause 13.02 of the Buloke Planning Scheme because the amendment does not alter any existing planning controls or policies that relate to the management of bushfire risk and does not seek to introduce any new controls or policies that would pose or create any new bushfire risk. The amendment corrects zoning anomalies to reflect existing use and ownership arrangements.

### **Does the amendment comply with the requirements of any other Minister's Direction applicable to the amendment?**

The amendment complies with the requirements of the *Ministerial Direction - Form and Content of Planning Schemes* under section 7(5) of the Act. The amendment seeks to ensure that the Buloke Planning Scheme has been drafted in accordance

with the requirements of this direction.

The amendment complies with *Ministerial Direction No. 11 - Strategic Assessment of Amendments* under Section 12 of the Act. The amendment is consistent with this direction which ensures a comprehensive strategic evaluation of a planning scheme amendment and the outcomes it produces.

In accordance with Ministerial Direction No. 1 Potentially Contaminated Land, Buloke Shire Council as the responsible authority for this amendment, has determined that the land subject to rezoning by this amendment is not potentially contaminated.

### **How does the amendment support or implement the Planning Policy Framework and any adopted State policy?**

The amendment will reinforce the alignment between state and local policy in the Planning Policy Framework by ensuring that the directions for environmental and landscape values, environmental risks and amenity, natural resource management, built environment and heritage, housing, economic development, transport and infrastructure are consistently written and appropriately placed within the Buloke Planning Scheme.

The amendment facilitates land use and development in accordance with the Planning Policy Framework by correcting anomalies and obvious errors in the application of zoning, overlay controls and the application of local schedules in the Buloke Planning Scheme.

### **How does the amendment support or implement the Municipal Planning Strategy?**

The amendment will support the Municipal Planning Strategy by ensuring that its content is up-to-date and clearly articulates the Council's overarching vision for sustainably managing land use and development in the municipality.

The amendment facilitates land use and development in accordance with the Municipal Planning Strategy by correcting anomalies and obvious errors in the Buloke Planning Scheme. The correction of technical and obvious errors and removal of redundant provisions further improves the operation and clarity of the Buloke Planning Scheme to facilitate appropriate land use and development outcomes.

### **Does the amendment make proper use of the Victoria Planning Provisions?**

The amendment makes proper use of the Victoria Planning Provisions by utilising schedules that are appropriate to local circumstances and updating their content to ensure consistency with the principles set out in *A Practitioner's Guide to Victorian*

*Planning Schemes and the requirements of the Ministerial Direction - Form and Content of Planning Schemes.*

The amendment ensures that planning provisions are appropriately applied to land by correcting obvious zoning and overlay mapping errors.

The amendment is consistent with *Planning Practice Note 1 – Applying the Heritage Overlay* (PPN01). It corrects errors in the application of the Heritage Overlay and deletes a property that has been demolished. The amendment also reinserts incorporated documents for eight heritage precincts that were inadvertently deleted from the Schedule to Clause 72.04 Incorporated Documents via the gazettal of Amendment C43blok.

The amendment also updates the schedule to Clause 74.02 Further Strategic Work to prioritise the work that council intends to undertake before the next planning scheme review and to remove any work that has already been completed or is no longer required. The updated Schedule to Clause 74.02 Further Strategic Work reflects the Council endorsed list of further strategic work items prepared as part of the *Buloke Planning Scheme Review (2023)*.

**How does the amendment address the views of any relevant agency?**

The views of relevant agencies will be sought during the amendment exhibition process.

**Does the amendment address relevant requirements of the Transport Integration Act 2010?**

The requirements of the *Transport Integration Act 2010* apply where a planning scheme amendment is likely to have a significant impact on the transport system.

This amendment will ensure that Charlton Airport is in the most appropriate zone. The amendment will not have a significant impact on the transport system as defined by the *Transport Integration Act 2010*.

**Resource and administrative costs**

**What impact will the new planning provisions have on the resource and administrative costs of the responsible authority?**

The amendment will not impose additional resource or administrative costs on the responsible authority.

The amendment proposes to correct errors and anomalies in the planning scheme to reduce the resource and administrative costs associated with statutory planning processes.

## Attachment 1 – Mapping reference table

Location	Land /Area Affected	Mapping Reference	Proposed changes		
			Zone	Overlay	Deletion
Berriwillock	35 Taverner Street, Berriwillock & part 27 Taverner Street	Buloke C44blok 019d-hoMap11 Exhibition	-	-	HO155
Berriwillock	27 Taverner Street	Buloke C44blok 022-hoMap11 Exhibition	-	HO155	-
Birchip	Lot 14 LP3886 & Lot 1 TP176755 Collectively known as 40 Campbell Street	Buloke C44blok 018-hoMap23 Exhibition	-	-	HO32
Birchip	18 Johnson Street	Buloke C44blok 018-hoMap23 Exhibition	-	-	HO49
Charlton	6 Arundell Square	Buloke C44blok 006znMap40 Exhibition	Rezone from PPRZ to TZ	-	-
Charlton	8 Arundell Square	Buloke C44blok 006znMap40 Exhibition	Rezone from PPRZ to TZ	-	-
Charlton	CA 2004 Township of Charlton, known as Back St Arnaud Road	Buloke C44blok 005znMaps39_40 Exhibition	Rezone from PUZ2 to PPRZ	-	-
Charlton	CA 3 Sec 14 Township of Charlton, known as Back St Arnaud Road	Buloke C44blok 005znMaps39_40 Exhibition	Rezone from PUZ2 to PPRZ	-	-
Charlton	CA 17 Sec A, Township of Charlton,	Buloke C44blok, 006znMap40 Exhibition	Rezone from C2Z to PPRZ	-	-
Charlton	Charlton Airport, CA 2005 Parish of Charlton East, known as Charlton Airport Charlton-St Arnaud Road	Buloke C44blok 004znMap39 Exhibition	Rezone from FZ to TRZ4	-	-
Charlton	Lots 1 & 2 TP215798 and Lots 1 & 2 TP235223, known as 7	Buloke C44blok 006znMap40 Exhibition	Rezone from C1Z to TZ	-	-



Location	Land /Area Affected	Mapping Reference	Proposed changes		
			Zone	Overlay	Deletion
	Donald Road				
Culgoa	CA 42D Parish of Toort, known as Calder Highway  CA 42B Parish of Toort, known as Calder Highway  (Part) CA 38B Parish of Toort, known as Calder Highway  (Part) CA 29A Parish of Kaneira, known as Baths Road	Buloke C44blok 014znMap17 Exhibition	Rezone from TZ to PUZ1	-	-
Culgoa	Lot 1 TP117794, known as Calder Highway	Buloke C44blok 014znMap17 Exhibition	Rezone from PUZ1, TZ to FZ	-	-
Curyo	2504 Sunraysia Highway	Buloke C44blok 012znMap21 Exhibition	Rezone from PUZ1 to FZ	-	-
Donald	20 & 22 Camp Street	Buloke C44blok 003znMap37 Exhibition	Rezone from PUZ3 to TZ	-	-
Donald	Donald Landfill and Transfer Station  CA 5E Sec D Parish of Laen & Lot 1\TP83388, Depot Road	Buloke C44blok 001znMap43 Exhibition	Rezone from PCRZ & FZ to PUZ6	-	-
Donald	27-29 McCulloch Street	Buloke C44blok 003znMap37 Exhibition	Rezone from PUZ6 to TZ	-	-
Donald	Donald Cemetery, CA 2F Parish of Donald, known as Sunraysia Highway	Buloke C44blok 002znMap43 Exhibition	Rezone from FZ to PUZ5	-	-
Donald	Swimming Pool, 150 Woods Street	Buloke C44blok 003znMap37 Exhibition	Rezone from TZ to PPRZ	-	-

Location	Land /Area Affected	Mapping Reference	Proposed changes		
			Zone	Overlay	Deletion
Glenloth	CA 5A SEC 2 Parish of Wycheproof, known as Charlton-Swan Hill Road	Buloke C44blok 008znMap32 Exhibition	Rezone from PCRZ to FZ	-	-
Glenloth	CA 23A SEC 1 Parish of Wycheproof, known as Charlton-Swan Hill Road	Buloke C44blok 008znMap32 Exhibition	Rezone from PCRZ to FZ	-	-
Glenloth	101 Glenloth Road	Buloke C44blok 008znMap32 Exhibition	Rezone from PCRZ to FZ	-	-
Jeruk	468 Jeruk River North Road	Buloke C44blok 011znMap32 Exhibition	Rezone from PCRZ to FZ	-	-
Nullawil	Nullawil Lawn Tennis Club, 18 Birchip Road	Buloke C44blok 013znMap25 Exhibition	Rezone from TZ to PPRZ	-	-
Nullawil	20 Quambatook Road	Buloke C44blok 013znMap25 Exhibition	Rezone from TZ & FZ to PUZ1	-	-
Sea Lake	75 Best Street	Buloke C44blok 015znMap10 Exhibition	Rezone from PPRZ to C1Z	-	-
Sea Lake	11 Horace Street	Buloke C44blok 015znMap10 Exhibition	Rezone from PPRZ to TZ	-	-
Watchem	CA 42B Parish of Warmur known as Connellan Road	Buloke C44blok 009znMap28 Exhibition	Rezone from PUZ2 to FZ	-	-
Watchem	16 Hoban Street	Buloke C44blok 017d-hoMap29 Exhibition	-	-	HO256
Watchem	40 Morton Street	Buloke C44blok 007znMap29 Exhibition	Rezone from TZ to PUZ6	-	-
Watchem	Watchem Cemetery CA 6A Sec. 6 Township of Watchem, known as Ryan Street	Buloke C44blok 021hoMap29 Exhibition	-	HO256	-
Wycheproof	Lot 1 TP424407, known as Corack Road	Buloke C44blok 010zMap33 Exhibition	Rezone from TZ to PUZ1	-	-

Location	Land /Area Affected	Mapping Reference	Proposed changes		
			Zone	Overlay	Deletion
Wycheproof	6 Corack Road	Buloke C44blok 010zMap33 Exhibition	Rezone from PUZ6 to TZ	-	-
Wycheproof	6 Mill Street	Buloke C44blok 010zMap33 Exhibition	Rezone from TZ to PUZ6	-	-
Yeungroon	Lot 1 TP917921, known as 364 Cossars Road	Buloke C44blok 020hoMap46 Exhibition	-	HO270	-
Yeungroon	CA 7 Sec 5 Parish of Yeungroon, known as 364 Cossars Road	Buloke C44blok 016d-hoMap46 Exhibition	-	-	<u>HO270</u>

DRAFT

## 8.3 FINANCIAL REPORTS

### 8.3.1 FINANCIAL AND PERFORMANCE STATEMENTS 2023/24

**Author's Title:** Acting Manager Financial Strategy

**Department:** Corporate and Organisational Performance **File No:** FM/02/09

**Relevance to Council Plan 2021 - 2025**

**Strategic Objective:** Our Council and Community Leadership

#### PURPOSE

The purpose of this report is to seek Council's approval in principle of the Draft Financial Statements and Performance Statement (the Statements) for the 2023/24 financial year as presented, noting that they have not been finally audited. This report also seeks to authorise two Councillors to certify by signature the final form Statements on behalf of the Council, in conjunction with the Chief Executive Officer and Principal Financial Officer. This process is in accordance with Section 99 (3) (a) and (b) of the *Local Government Act 2020* (the Act), and Sections 13 and 15 of the *Local Government (Planning and Reporting) Regulations 2020* (the Regulations).

#### SUMMARY

The preparation of the annual Financial and Performance Statements is a legislative requirement.

To enable the final form Statements to be submitted to the auditor in accordance with Section 99 (3) (a) and (b) of the Act and Sections 13 and 15 of the Regulations, Council is required to pass a resolution to give the Statements its approval in principle, and to authorise two Councillors to sign the Statements in conjunction with the Chief Executive Officer and the Principal Accounting Officer. Councillors are requested to consider the Statements, noting that they are in the process of being reviewed by the Victorian Auditor General's Office (VAGO) and as such are considered to be in draft.

Once the Statements are returned from the auditor, they will form part of Council's 2023/24 Annual Report which will be considered by Council in October 2024.

#### RECOMMENDATION

That Council:

1. Approves in principle the draft Financial Statements and Performance Statement for the 2023/24 financial Year, ahead of the Statements' submission to the auditor.
2. Authorises Mayor Cr Getley and Cr Simpson, to certify the final form Financial Statements and Performance Statement on behalf of, and with full authority of, the Council.

**Attachments:** 1 [↓Draft Financial Statements 2024](#)  
2 [↓Draft Performance Statement 2023/24](#)

**DISCUSSION**

Under Section 98 of the *Local Government Act 2020* a Council must in respect of each financial year, prepare an Annual Report that includes audited Statements for the financial year. These Statements must be prepared in the prescribed manner and form and be certified by the Auditor General.

This year the Victorian Auditor General's Office agents Crowe acted as Council's auditors. The Statements have been reviewed by the Victorian Auditor General's Office.

Council is required to approve, in principle, the Statements prior to receiving certification from the Auditor General. The Council must also authorise two Councillors to certify the Statements in their final form. This has historically been the Mayor and Deputy Mayor.

The Draft Statements were considered by the Audit and Risk Committee at its meeting on 10 September 2024 and resolved to receive and note the statements as presented to Council. A summary of the financial statements as presented to the Audit and Risk Committee is included in the report below.

**Income Statement**

Total income was \$11.8M less than budget and expenses \$571,000 less, resulting in an unfavourable variance of \$11.3M. After adjusting for non-recurrent capital grants and contributions the underlying deficit for the year was \$11.9M reflecting the importance of these contributions to Council.

<b>Detail</b>	<b>Commentary</b>
<b>Income</b>	
User fees	Council withdrew from the provision of home support services during the year – these fees were \$256,000 less than budget.
Grants – operating	Commonwealth Government's Financial Assistance Grant for 2023/24 was paid in full in the previous financial year and no advance payment for 2024/25 was received. The unfavourable budget variance for this grant was \$7.1M and overall operating grants were \$6.6M less than budget.
Grants - capital	Capital grants were \$6.0M less than budget as externally funded capital projects were delayed. These included accommodation cabins for which \$2.9M income was budgeted (actual \$764,000), playspaces budgeted \$3.9M income (actual \$1.7M) and various projects that budgeted to receive Local Roads and Community Infrastructure funding.
Contributions - monetary	Capital contributions were \$420,000 less than budget as these were not received for sports ground lighting and Wooroonook septic system replacement as these projects were not completed or not started respectively.
Other income	Other income was \$1.2M favourable to budget as interest income was \$1.1M more than budget as additional cash was held during the year and interest rates better than anticipated. Council also recognised its equity of \$269,000 in Wimmera Southern Mallee Development which it joined during the year and which was not budgeted.
<b>Expenditure</b>	
Employee costs	Employee costs were \$487,000 greater than budget due to the finalisation of a new Enterprise Bargaining Agreement back-paid to 1 July 2023.
Materials and services	Favourable variance due to under expenditure on low-value purchases, contracts and materials and corporate and regulatory training.
Depreciation	Depreciation for computers and telecommunications equipment and sealed road surfaces was less than budget.
Finance costs - leases	Increase in number and cost of leased vehicles and increase in interest rates.

## Capital Works

Total capital expenditure was \$10.1 million, which is \$9.8 million less than the original budget of \$19.9 million.

Detail	Commentary
Land and land improvements	Expenditure on the Sea Lake residential development (\$116,000) was not budgeted and other delayed projects were under expended. These have been carried over to 2024/25.
Plant and equipment	Program of acquisition was delayed and \$985,000 has been carried over to 2024/25.
<b>Infrastructure</b>	
Roads	Favourable variance due to delay in rehabilitation and patching works and reseal works completed less than budget. Various road rehabilitation works, grain receivable access and final seal works were among projects not proceeding. These favourable variances were partially offset by resheet works from 2022-23 that were completed as part of the five-year roads to recovery agreement.
Footpaths and cycleways	These projects were completed under budget.
Drainage	Favourable variance caused by delay in drainage plans as funding not received for flood study.
Recreational, leisure and community facilities	Favourable variance due to delay in playspaces at Charlton and Wycheproof Recreation Reserve multi-sport change facility did not commence.
Parks, open space and streetscapes	Favourable variance due to funding not received for Wooroonook septic remediation and Birchip netball court remediation not commenced. Cabins project and streetscape projects at Donald and Sea Lake were also delayed.
Other infrastructure	Town entry signage project was not commenced due to external funds not received.

## Balance sheet

Detail	Commentary
<b>Assets</b>	
Cash and cash equivalents	Cash and cash equivalents totalled \$6.4M compared to \$17.3M last year.
Other financial assets	These totalled \$23M (same as in 2023) and include \$17M of investments with a maturity less more than 90 days from balance date. Overall the combined total of cash and investments fell by \$11M reflecting the close to break-even cash flow from operating and \$10.7M expended on capital works.
Trade and other receivables	These include grant debtors of \$3.1M (reduced from \$4.3M) and rate debtors of \$1.2M, an increase of \$100,000. Council is about to commence a review of long-term rate debts where collection has proved unsuccessful with a view to initiating procedures under S181 of the Local Government Act to sell these properties.
Property, infrastructure, plant and equipment	The total value of these has increased by \$1.3M reflecting capital works of \$10.1M less depreciation of \$8.9M. Council building assets were due to be revalued in 2023/24 but that will now occur in 2024/25.
Right-of-use assets	These increased by \$213,000 reflecting additional vehicles and higher values.
<b>Liabilities</b>	
Trade and other	These include trade creditors and accrued expenses and have increased by

payables	\$108,000.
Trust funds and deposits	These have decreased by \$38,000
Contract and other liabilities	These have decreased by \$3.8M as unearned grant income was recognised during the financial year.
Provisions	These reduced by \$587,000 principally as a result of the redundancy provision of \$420,000 being transferred as those home support service employees concluded their employment during the year.
Lease liabilities	These increased by \$256,000 as the value of right-of-use assets increased, driven by additional vehicles generally at higher cost.
<b>Equity</b>	
Accumulated surplus	Increased by \$978,000 after accounting for the deficit of \$5.3M and net transfers from reserves of \$6.3M.
Reserves	These decreased by \$6.3M notably as the unspent grants reserve (\$6.9M) is not required. Unspent grants are already disclosed as a liability in the balance sheet and cash is shown as restricted by an equivalent amount.

**RELEVANT LAW**

The Statements have been prepared in accordance with Australian Accounting Standards and Interpretations, the *Local Government Act 2020* and the Regulations.

Council's Statements must be audited to meet the requirements as set out under the *Local Government Act 2020*.

**RELATED COUNCIL DECISIONS**

Not applicable to this report.

**OPTIONS**

Not applicable to this report.

**SUSTAINABILITY IMPLICATIONS**

Not applicable to this report.

**COMMUNITY ENGAGEMENT**

Community consultation was not required in the preparation of the Statements. However, the Statements will be made available as public documents following the Auditor-General's approval. Once fully audited and approved, the Statements will be published in Council's upcoming Annual Report.

**INNOVATION AND CONTINUOUS IMPROVEMENT**

Not applicable to this report.

**COLLABORATION**

Not applicable to this report.

**FINANCIAL VIABILITY**

The Statements are a report back to the community on Council's performance against the adopted 2023/24 Annual Budget, along with performance against measures and targets for Key Strategic Activities specified in the 2023/24 Annual Budget.

**REGIONAL, STATE AND NATIONAL PLANS AND POLICIES**

Not applicable to this report.

**COUNCIL PLANS AND POLICIES**

The Statements are a report back to the community on Council's performance against the performance against measures and targets for Key Strategic Activities specified in the 2023/24 Annual Budget.

**TRANSPARENCY OF COUNCIL DECISIONS**

The availability of Council's audited financial and performance reporting to the community is essential for ensuring transparency and accountability to the community and other levels of government.

**CONFLICTS OF INTEREST**

In providing this advice to the Council as the Acting Manager Financial Strategy, I, David Anderson, have no interests to disclose in this report.



DRAFT

# Buloke Shire Council

ANNUAL FINANCIAL REPORT  
for the year ended 30 June 2024

---



## Buloke Shire Council

2023/2024 Financial Report

### Annual Financial Report for the year ended 30 June 2024

<b>Certification of the Financial Statements</b>	<b>3</b>
<b>Victorian Auditor-General's Office Report</b>	<b>4</b>
<b>Financial Statements:</b>	
Comprehensive Income Statement	6
Balance Sheet	7
Statement of Changes in Equity	8
Statement of Cash Flows	9
Statement of Capital Works	10
<b>Notes to the Financial Statements</b>	
<b>Note 1 Overview</b>	<b>11</b>
<b>Note 2 Analysis of our results</b>	<b>13</b>
2.1 Performance against budget	13
2.2 Analysis of Council results by program	17
<b>Note 3 Funding for the delivery of our services</b>	<b>18</b>
3.1 Rates and charges	18
3.2 Statutory fees and fines	18
3.3 User fees	18
3.4 Funding from other levels of government	19
3.5 Contributions	21
3.6 Net gain/(loss) on disposal of property, infrastructure, plant and equipment	21
3.7 Other income	21
<b>Note 4 The cost of delivering services</b>	<b>22</b>
4.1 Employee costs	22
4.2 Materials and services	22
4.3 Depreciation	23
4.4 Depreciation – Right of use assets	23
4.5 Bad and doubtful debts	23
4.6 Finance Costs – Leases	24
4.7 Other expenses	24
<b>Note 5 Investing in and financing our operations</b>	<b>25</b>
5.1 Financial assets	25
5.2 Non-financial assets	27
5.3 Payables, trust funds and deposits and contract and other liabilities	28
5.4 Provisions	29
5.5 Financing arrangements	31
5.6 Commitments	32
5.7 Leases	33
<b>Note 6 Assets we manage</b>	<b>34</b>
6.1 Current assets classified as "held for sale"	34
6.2 Property, infrastructure, plant and equipment	35
6.3 Investments in associates, joint arrangements and subsidiaries	41

## Buloke Shire Council

2023/2024 Financial Report

### Annual Financial Report for the year ended 30 June 2024

<b>Note 7</b>	<b>People and relationships</b>	<b>43</b>
	7.1 Council and key management remuneration	43
	7.2 Related party disclosure	46
<b>Note 8</b>	<b>Managing uncertainties</b>	<b>47</b>
	8.1 Contingent assets and liabilities	47
	8.2 Change in accounting standards	47
	8.3 Financial instruments	48
	8.4 Fair value measurement	50
	8.5 Events occurring after balance date	51
<b>Note 9</b>	<b>Other matters</b>	<b>52</b>
	9.1 Reserves	52
	9.2 Reconciliation of cash flows from operating activities to surplus/(deficit)	54
	9.3 Superannuation	54
<b>Note 10</b>	<b>Changes in accounting policies</b>	<b>58</b>

DRAFT

## Buloke Shire Council

2023/2024 Financial Report

### Annual Financial Report for the year ended 30 June 2024

#### Certification of the Financial Statements

In my opinion, the accompanying financial statements have been prepared in accordance with the *Local Government Act 2020*, the *Local Government (Planning and Reporting) Regulations 2020*, the Australian Accounting Standards and other mandatory professional reporting requirements.

---

David Anderson  
**Principal Accounting Officer**  
**Dated:** dd MMMM yyyy  
Wycheproof

In our opinion, the accompanying financial statements present fairly the financial transactions of Buloke Shire Council for the year ended 30 June 2024 and the financial position of the Council as at that date.

At the date of signing, we are not aware of any circumstances which would render any particulars in the financial statements to be misleading or inaccurate.

We have been authorised by the Council and by the *Local Government (Planning and Reporting) Regulations 2020* to certify the financial statements in their final form.

---

Alan Getley  
**Councillor**  
**Dated:** dd MMMM yyyy  
Wycheproof

---

Bronwyn Simpson  
**Councillor**  
**Dated:** dd MMMM yyyy  
Wycheproof

---

Wayne O'Toole  
**Chief Executive Officer**  
**Dated:** dd MMMM yyyy  
Wycheproof

## Buloke Shire Council

2023/2024 Financial Report

### Annual Financial Report for the year ended 30 June 2024

#### Victorian Auditor-General's Office Report

---

Insert VAGO Report here

DRAFT

## Buloke Shire Council

2023/2024 Financial Report

### Annual Financial Report for the year ended 30 June 2024

#### Victorian Auditor-General's Office Report

---

Insert VAGO Report here

DRAFT

## Buloke Shire Council

2023/2024 Financial Report

### Comprehensive Income Statement for the year ended 30 June 2024

	Note	2024 \$ '000	2023 \$ '000
<b>Income / Revenue</b>			
Rates and charges	3.1	15,007	14,583
Statutory fees and fines	3.2	189	171
User fees	3.3	564	967
Grants - operating	3.4	3,175	22,014
Grants - capital	3.4	6,913	4,688
Contributions - monetary	3.5	119	200
Net gain on disposal of property, infrastructure, plant and equipment	3.6	52	-
Other income	3.7	2,268	1,468
<b>Total income / revenue</b>		<b>28,287</b>	<b>44,091</b>
<b>Expenses</b>			
Employee costs	4.1	12,147	11,107
Materials and services	4.2	10,868	13,379
Depreciation	4.3	8,924	9,422
Depreciation - Right of use assets	4.4	424	329
Bad and doubtful debts	4.5	70	(103)
Finance Costs - Leases	4.6	80	38
Net loss on disposal of property, infrastructure, plant and equipment	3.6	-	32
Other expenses	4.7	811	839
<b>Total expenses</b>		<b>33,324</b>	<b>35,043</b>
<b>Surplus/(deficit) for the year</b>		<b>(5,037)</b>	<b>9,048</b>
<b>Other comprehensive income:</b>			
Items that will not be reclassified to surplus or deficit in future periods			
Net asset revaluation gain/(loss)	9.1	-	23,270
<b>Total other comprehensive income</b>		<b>-</b>	<b>23,270</b>
<b>Total comprehensive result</b>		<b>(5,037)</b>	<b>32,318</b>

The above comprehensive income statement should be read in conjunction with the accompanying notes.

## Buloke Shire Council

2023/2024 Financial Report

### Balance Sheet

as at 30 June 2024

	Note	2024 \$ '000	2023 \$ '000
<b>Assets</b>			
<b>Current assets</b>			
Trade and other receivables	5.1	5,424	6,150
Cash and cash equivalents	5.1	6,396	17,320
Non-current assets classified as "held for sale"	6.1	280	165
Other financial assets	5.1	23,000	23,000
Inventories	5.2	277	181
Other assets	5.2	436	316
<b>Total current assets</b>		<b>35,813</b>	<b>47,132</b>
<b>Non-current assets</b>			
Property, infrastructure, plant and equipment	6.2	302,662	300,952
Right-of-use assets	5.7	1,189	976
Other assets	5.2	269	–
<b>Total non-current assets</b>		<b>304,120</b>	<b>301,928</b>
<b>Total assets</b>		<b>339,933</b>	<b>349,060</b>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Trade and other payables	5.3	2,360	2,262
Trust funds and deposits	5.3	307	345
Contract and other liabilities	5.3	2,887	6,706
Provisions	5.4	3,529	3,682
Lease liabilities	5.7	417	284
<b>Total current liabilities</b>		<b>9,500</b>	<b>13,279</b>
<b>Non-current liabilities</b>			
Provisions	5.4	529	963
Lease liabilities	5.7	824	701
<b>Total non-current liabilities</b>		<b>1,353</b>	<b>1,664</b>
<b>Total liabilities</b>		<b>10,853</b>	<b>14,943</b>
<b>Net assets</b>		<b>329,080</b>	<b>334,117</b>
<b>Equity</b>			
Accumulated surplus		130,856	129,609
Reserves	9.1	198,224	204,508
<b>Total Equity</b>		<b>329,080</b>	<b>334,117</b>

The above balance sheet should be read in conjunction with the accompanying notes.



## Buloke Shire Council

2023/2024 Financial Report

### Statement of Changes in Equity for the year ended 30 June 2024

	Note	Total \$ '000	Accumulated Surplus \$ '000	Revaluation Reserves \$ '000	Other Reserves \$ '000
<b>2024</b>					
Balance at beginning of the financial year		334,117	129,609	195,356	9,152
Surplus/(deficit) for the year		(5,037)	(5,037)	–	–
Other comprehensive income					
Net asset revaluation gain/(loss)		–	–	–	–
Other comprehensive income		–	–	–	–
<b>Total comprehensive income</b>		<b>(5,037)</b>	<b>(5,037)</b>	<b>–</b>	<b>–</b>
Transfers to other reserves	9.1	–	(598)	–	598
Transfers from other reserves	9.1	–	6,882	–	(6,882)
<b>Balance at end of the financial year</b>		<b>329,080</b>	<b>130,856</b>	<b>195,356</b>	<b>2,868</b>
<b>2023</b>					
Balance at beginning of the financial year		301,799	126,405	172,086	3,308
Surplus/(deficit) for the year		9,048	9,048	–	–
Other comprehensive income					
Net asset revaluation gain/(loss)		23,270	–	23,270	–
Other comprehensive income		23,270	–	23,270	–
<b>Total comprehensive income</b>		<b>32,318</b>	<b>9,048</b>	<b>23,270</b>	<b>–</b>
Transfers to other reserves	9.1	–	(5,844)	–	5,844
<b>Balance at end of the financial year</b>		<b>334,117</b>	<b>129,609</b>	<b>195,356</b>	<b>9,152</b>

The above statement of changes in equity should be read in conjunction with the accompanying notes.

## Buloke Shire Council

2023/2024 Financial Report

### Statement of Cash Flows for the year ended 30 June 2024

	Note	2024 Inflows/ (Outflows) \$ '000	2023 Inflows/ (Outflows) \$ '000
<b>Cash flows from operating activities</b>			
Statutory fees and fines		146	160
Other receipts		(3,313)	287
Rates and charges		14,887	14,919
User fees		971	1,003
Grants - operating		1,786	22,494
Grants - capital		8,750	2,264
Contributions - monetary		119	220
Interest received		1,690	927
Trust funds and deposits taken/(repaid)		(38)	51
Net GST refund/(payment)		36	2,100
Employee costs		(12,728)	(11,276)
Materials and services		(12,933)	(14,468)
Other payments		861	(830)
<b>Net cash provided by/(used in) operating activities</b>	9.2	<u>234</u>	<u>17,851</u>
<b>Cash flows from investing activities</b>			
Payments for property, infrastructure, plant and equipment	6.2	(10,749)	(9,266)
Proceeds from sale of property, infrastructure, plant and equipment		52	-
Payments for investments		-	(18,000)
<b>Net cash provided by/(used in) investing activities</b>		<u>(10,697)</u>	<u>(27,266)</u>
<b>Cash flows from financing activities</b>			
Interest paid - lease liability		(80)	(38)
Repayment of lease liabilities		(381)	(329)
<b>Net cash flow provided by/(used in) financing activities</b>		<u>(461)</u>	<u>(367)</u>
<b>Net Increase (decrease) in cash and cash equivalents</b>		<u>(10,924)</u>	<u>(9,782)</u>
Cash and cash equivalents at the beginning of the financial year		<u>17,320</u>	<u>27,102</u>
<b>Cash and cash equivalents at the end of the financial year</b>		<u>6,396</u>	<u>17,320</u>
Financing arrangements	5.5	-	150

The above statement of cash flows should be read in conjunction with the accompanying notes.

## Buloke Shire Council

2023/2024 Financial Report

### Statement of Capital Works

for the year ended 30 June 2024

	2024 \$ '000	2023 \$ '000
<b>Property</b>		
Land	116	105
Land improvements	439	511
<b>Total land</b>	<u>555</u>	<u>616</u>
Buildings	–	115
Building improvements	92	206
<b>Total buildings</b>	<u>92</u>	<u>321</u>
<b>Total property</b>	<u>647</u>	<u>937</u>
<b>Plant and equipment</b>		
Plant, machinery and equipment	63	880
Fixtures, fittings and furniture	1	–
Computers and telecommunications	101	156
Library books	26	1
<b>Total plant and equipment</b>	<u>191</u>	<u>1,037</u>
<b>Infrastructure</b>		
Roads	3,033	2,879
Bridges	–	188
Footpaths and cycleways	524	23
Drainage	101	59
Recreational, leisure and community facilities	2,654	2,041
Parks, open space and streetscapes	2,930	2,322
Aerodromes	18	6
<b>Total infrastructure</b>	<u>9,260</u>	<u>7,518</u>
<b>Total capital works expenditure</b>	<u>10,098</u>	<u>9,492</u>
Represented by:		
New asset expenditure	4,179	1,854
Asset renewal expenditure	4,496	5,934
Asset expansion expenditure	43	–
Asset upgrade expenditure	1,380	1,704
<b>Total capital works expenditure</b>	<u>10,098</u>	<u>9,492</u>

The above statement of capital works should be read in conjunction with the accompanying notes.

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements for the year ended 30 June 2024

#### Note 1. OVERVIEW

##### Introduction

The Buloke Shire Council was established by an Order of the Governor in Council on 20 January 1995 and is a body corporate.

The Council's main office is located at 367 Broadway, Wycheproof, Victoria 3527.

##### Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and Notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 2020*, and the *Local Government (Planning and Reporting) Regulations 2020*.

The Council is a not-for-profit entity and therefore applies the additional AUS paragraphs applicable to a not-for-profit entity under the Australian Accounting Standards.

##### Accounting policy information

###### 1.1 Basis of accounting

Accounting policies are selected and applied in a manner which ensures that the resulting financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substance of the underlying transactions or other events is reported. Accounting policies applied are disclosed in sections where the related balance or financial statement matter is disclosed.

The accrual basis of accounting has been used in the preparation of these financial statements, except for the cash flow information, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

The financial statements are based on the historical cost convention unless a different measurement basis is specifically disclosed in the notes to the financial statements.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

The financial statements have been prepared on a going concern basis. The financial statements are in Australian dollars. The amounts presented in the financial statements have been rounded to the nearest thousand dollars unless otherwise specified. Minor discrepancies in tables between totals and the sum of components are due to rounding.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to Note 6.2.)
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to Note 6.2.).
- the determination of employee provisions (refer to Note 5.5.).
- the determination of landfill provisions (refer to Note 5.5.)
- the determination of whether performance obligations are sufficiently specific so as to determine whether an arrangement is within the scope of *AASB 15 Revenue from Contracts with Customers* or *AASB 1058 Income of Not-for-Profit Entities* (refer to Note 3)
- the determination, in accordance with *AASB 16 Leases*, of the lease term, the estimation of the discount rate when not implicit in the lease and whether an arrangement is in substance short-term or low value (refer to Note 5.8)
- whether or not *AASB 1059 Service Concession Arrangements: Grantors* is applicable
- other areas requiring judgements

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 1. OVERVIEW

---

##### **Goods and Services Tax (GST)**

Income and expenses are recognised net of the amount of associated GST. Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the taxation authority is included with other receivables or payables in the balance sheet.

DRAFT

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 2. ANALYSIS OF OUR RESULTS

##### Note 2.1 Performance against budget

The performance against budget notes compare Council's financial plan, expressed through its annual budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2020* requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$50,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

These notes are prepared to meet the requirements of the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

	Budget 2024 \$ '000	Actual 2024 \$ '000	Variance \$ '000	Variance %	Ref
<b>2.1.1 Income / Revenue and expenditure</b>					
Income / Revenue					
Rates and charges	15,018	15,007	(11)	(0.07)%	
Statutory fees and fines	240	189	(51)	(21.25)%	1
User fees	814	564	(250)	(30.71)%	2
Grants - operating	9,748	3,175	(6,573)	(67.43)%	3
Grants - capital	12,946	6,913	(6,033)	(46.60)%	4
Contributions - monetary	539	119	(420)	(77.92)%	5
Contributions - non monetary	–	–	–	∞	
Net gain on disposal of property, infrastructure, plant and equipment	–	52	52	∞	
Other income	815	2,268	1,453	178.28%	6
<b>Total income / revenue</b>	<b>40,120</b>	<b>28,287</b>	<b>(11,833)</b>	<b>(29.49)%</b>	
Expenses					
Employee costs	11,660	12,147	(487)	(4.18)%	7
Materials and services	11,414	10,868	546	4.78%	8
Depreciation	9,456	8,924	532	5.63%	9
Depreciation - right of use assets	406	424	(18)	(4.43)%	
Allowance for impairment losses	78	70	8	10.26%	
Finance costs - leases	33	80	(47)	(142.42)%	10
Net loss on disposal of property, infrastructure, plant and equipment	–	–	–	∞	
Other expenses	848	811	37	4.36%	
<b>Total expenses</b>	<b>33,895</b>	<b>33,324</b>	<b>571</b>	<b>1.68%</b>	
<b>Surplus/(deficit) for the year</b>	<b>6,225</b>	<b>(5,037)</b>	<b>(11,262)</b>	<b>(180.92)%</b>	

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 2.1 Performance against budget

---

(i) Explanation of material variations

Variance Ref	Explanation
--------------	-------------

- |     |  |
|-----|--|
| 1.  | Unfavourable variance as building and animal compliance budgets were optimistic.   |
| 2.  | Unfavourable variance as Council withdrew from the provision of home support services during the year and those fees were \$256,000 less.  |
| 3.  | The Commonwealth Government's Financial Assistance Grant for 2023-2024 was paid in full in the previous financial year resulting in an unfavourable variance from budget of \$7.1 million. |
| 4.  | Grants were not received for various capital works projects that were incomplete or had not commenced at year end.   |
| 5.  | Capital contribution were not received for sports ground lighting and Wooroonook septic system replacement as these projects were not completed or not started respectively.               |
| 6.  | Interest on investment income was \$1.1 million more than budget due to additional cash being held during the year and better than anticipated interest rates.                             |
| 7.  | Employee costs were greater than budget due to the finalisation of a new Enterprise Bargaining Agreement back-paid to 1 July 2023.   |
| 8.  | Favourable variance due to underexpenditure on low-value purchases, contracts and materials and corporate and regulatory training.   |
| 9.  | Depreciation for computers and telecommunications equipment and sealed road surfaces was less than budget.   |
| 10. | Increase in number and cost of leased vehicles and increase in interest rates.   |

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements for the year ended 30 June 2024

#### Note 2.1 Performance against budget

	Budget 2024 \$ '000	Actual 2024 \$ '000	Variance \$ '000	Variance %	Ref
<b>2.1.2 Capital works</b>					
Property					
Land	–	116	116	∞	1
Land improvements	630	439	(191)	(30.32)%	2
Total land	630	555	(75)	(11.90)%	
Buildings					
Building improvements	–	92	92	∞	3
Total buildings	–	92	92	∞	
Total property	630	647	17	2.70%	
Plant and equipment					
Plant, machinery and equipment	1,000	63	(937)	(93.70)%	4
Computers and telecommunications	183	101	(82)	(44.81)%	5
Library books	27	26	(1)	(3.70)%	
Total plant and equipment	1,275	191	(1,084)	(85.02)%	
Infrastructure					
Roads	5,487	3,033	(2,454)	(44.72)%	6
Bridges	–	–	–	∞	
Footpaths and cycleways	887	524	(363)	(40.92)%	7
Drainage	334	101	(233)	(69.76)%	7
Recreational, leisure and community facilities	3,269	2,654	(615)	(18.81)%	9
Parks, open space and streetscapes	7,802	2,930	(4,872)	(62.45)%	10
Aerodromes	–	18	18	∞	
Other infrastructure	200	–	(200)	(100.00)%	11
Total infrastructure	17,979	9,260	(8,719)	(48.50)%	
<b>Total capital works expenditure</b>	<b>19,884</b>	<b>10,098</b>	<b>(9,786)</b>	<b>(49.22)%</b>	
Represented by:					
New asset expenditure	8,254	4,179	(4,075)	(49.37)%	
Asset renewal expenditure	10,979	4,496	(6,483)	(59.05)%	
Asset expansion expenditure	45	43	(2)	(4.44)%	
Asset upgrade expenditure	606	1,380	774	127.72%	
<b>Total capital works expenditure</b>	<b>19,884</b>	<b>10,098</b>	<b>(9,786)</b>	<b>(49.22)%</b>	



## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 2.1 Performance against budget

---

(i) Explanation of material variations

Variance Ref	Explanation
1.	Expenditure towards Sea Lake housing development not budgeted.
2.	Favourable variance due to delay in delivery of additional works against night art activation, dog pound fence at Wycheproof saleyards rural water connection projects did not commence.
3.	Unfavourable variance due to works undertaken at Litchfield Hall carried forward from previous financial year.
4.	Favourable variance due to lower spend on purchase of plant and machinery.
5.	Favourable variance due to lower spend on purchase of IT equipment.
6.	Favourable variance due to delay in rehabilitation and patching works and reseal works completed less than budget. Various road rehabilitation works, grain receivable access and final seal works were among projects not proceeding. These favourable variances were partially offset by resheet works from 2022-23 that were completed as part of final five year roads to recovery agreement.
7.	Favourable variance due to footpaths and cycleway works being completed under budget.
8.	Favourable variance caused by delay in drainage plans as funding not received for flood study.
9.	Favourable variance due to delay in playspaces at Charlton and Wycheproof Recreation Reserve multi-sport change facility did not commence.
10.	Favourable variance due to funding not received for Wooroonook septic remediation and Birchip netball court remediation not commenced. Cabins project and streetscape projects at Donald and Sea Lake were also delayed.
11.	Town entry signage project was not been commenced due to external funds not received.

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements for the year ended 30 June 2024

#### Note 2.2 Analysis of Council results by program

##### 2.2.1 Analysis of Council results by program

Council delivers its functions and activities through the following programs.

###### 1. Our Built and Natural Environment

- 1.1 Work Towards Sustainability
- 1.2 Suitable Housing Options
- 1.3 An Attractive and Well Maintained Buloke
- 1.4 A Safe and Active Buloke

###### 2. Our Community Wellbeing

- 2.1 Partnerships to Outcomes
- 2.2 Inclusiveness Plan in Action
- 2.3 Well Supported Community
- 2.4 Increased Community Wellbeing

###### 3. Our Economy

- 3.1 Tourism
- 3.2 Attraction and Promotion of Local Business
- 3.3 Employment Opportunities
- 3.4 Digital Connections

###### 4. Our Council and Community Leadership

- 4.1 Active Leaders and Volunteers
- 4.2 Community Engagement
- 4.3 Continuous Service Improvement for Efficient and Flexible Services
- 4.4 A Well Governed and Healthy Organisation

##### 2.2.2 Summary of income / revenue, expenses, assets and capital expenses by program

Functions/activities	Income / Revenue \$ '000	Expenses \$ '000	Surplus / (Deficit) \$ '000	Grants included in income / revenue \$ '000	Total assets \$ '000
<b>2024</b>					
Our Built and Natural Environment	1,294	13,482	(12,188)	792	302,667
Our Community Wellbeing	1,866	2,850	(984)	1,652	–
Our Economy	395	1,360	(965)	–	–
Our Council and Community Leadership	2,042	5,059	(3,017)	216	36,997
Unattributed	22,423	10,575	11,848	7,428	269
Total functions and activities	28,020	33,326	(5,306)	10,088	339,933
<b>2023</b>					
Our Built and Natural Environment	21,012	26,514	(5,502)	18,784	300,952
Our Community Wellbeing	2,405	3,846	(1,441)	1,441	–
Our Economy	352	199	153	200	–
Our Council and Community Leadership	7,214	4,484	2,730	6,182	48,108
Unattributed	13,108	–	13,108	95	–
Total functions and activities	44,091	35,043	9,048	26,702	349,060

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 3. FUNDING FOR THE DELIVERY OF OUR SERVICES

	2024	2023
	\$ '000	\$ '000

##### 3.1 Rates and charges

Council uses Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. The CIV is the value of the land and all its improvements.

The valuation base used to calculate general rates for 2023/24 was \$4.010 billion (2022/23 \$2.914 billion). The 2023/24 rate in the CIV dollar was a General Rate used for Residential of 0.517026 cents (2022/23 0.617868 cents), Commercial and Industrial Rate of 0.597062 cents (2022/23, 0.6179 cents) and a Farm Rate of 0.272224 cents (2022/23, 0.3707208 cents).

Municipal charge	783	753
Supplementary rates and rate adjustments	(12)	18
Interest on rates and charges	89	106
Rates - Residential	2,802	2,703
Rates - Commercial	537	519
Rates - Rural	9,196	8,870
Windfarm electricity generation charge	134	139
Garbage Charges	1,478	1,475
<b>Total rates and charges</b>	<b>15,007</b>	<b>14,583</b>

The date of the latest general revaluation of land for rating purposes within the municipal district was 1 January 2023, and the valuation was applied in the rating year commencing 1st July 2023.

Annual rates and charges are recognised as revenues when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

##### 3.2 Statutory fees and fines

Compliance	88	78
Planning Permits & Certificates	58	60
Revenue Collection	8	13
Building Regulations and Inspections	29	20
Other Fees and Fines	6	-
<b>Total statutory fees and fines</b>	<b>189</b>	<b>171</b>

Statutory fees and fines (including parking fees and fines) are recognised as income when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

##### 3.3 User fees

Pound fees and animal registrations	78	67
Home and Community Care	193	203
Brokered Programs Charges	-	307
Public Health and Wellbeing Charges	8	26
Building Services charges	55	105
Caravan Parks & Halls	5	3
Waste and Environment	159	175
Saleyards / Truck Wash	36	54
Other	30	27
<b>Total user fees</b>	<b>564</b>	<b>967</b>

User fees are recognised as revenue when the service has been provided or Council has otherwise earned the income.

**Buloke Shire Council**

2023/2024 Financial Report

**Notes to the Financial Statements**  
 for the year ended 30 June 2024

**Note 3. FUNDING FOR THE DELIVERY OF OUR SERVICES**

	2024 \$ '000	2023 \$ '000
--	-----------------	-----------------

**3.4 Funding from other levels of government**

Grants were received in respect of the following:

Summary of grants		
Commonwealth funded grants	2,790	12,638
State funded grants	7,298	14,064
<b>Total grants received</b>	10,088	26,702

**(a) Operating Grants**

*Recurrent - Commonwealth Government*

Financial Assistance Grants - general purpose	355	9,841
General home care	382	368

*Recurrent - State Government*

School crossing supervisors	15	15
Libraries	136	125
Maternal and child health	453	336
General home care	298	152
Emergency management	60	-
Senior citizens	6	-
Other	85	95
<b>Total recurrent operating grants</b>	1,790	10,932

*Non-recurrent - State Government*

Family and children	128	131
Environmental management and climate change	105	-
Natural disaster - floods	980	10,239
Community development	160	-
Other	12	712
<b>Total non-recurrent operating grants</b>	1,385	11,082

**Total operating grants**

	3,175	22,014
--	-------	--------

**(b) Capital Grants**

*Recurrent - Commonwealth Government*

Roads to recovery	1,792	1,401
<b>Total recurrent capital grants</b>	1,792	1,401

*Non-recurrent - Commonwealth Government*

Other - Roads Infrastructure	261	1,028
------------------------------	-----	-------

*Non-recurrent - State Government*

Parks, Open space & Streetscapes	3,550	1,843
Other	1,310	416
<b>Total non-recurrent capital grants</b>	5,121	3,287

**Total capital grants**

	6,913	4,688
--	-------	-------

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 3. FUNDING FOR THE DELIVERY OF OUR SERVICES

	2024 \$ '000	2023 \$ '000
--	-----------------	-----------------

##### (c) Recognition of grant income

Before recognising funding from government grants as revenue the Council assesses whether there is a contract that is enforceable and has sufficiently specific performance obligations in accordance with AASB 15 Revenue from Contracts with Customers. When both these conditions are satisfied, the Council:

- identifies each performance obligation relating to revenue under the contract/agreement
- determines the transaction price
- recognises a contract liability for its obligations under the agreement
- recognises revenue as it satisfies its performance obligations, at the point in time or over time when services are rendered.

Where the contract is not enforceable and/or does not have sufficiently specific performance obligations, the Council applies *AASB 1058 Income for Not-for-Profit Entities*.

Grant revenue with sufficiently specific performance obligations is recognised over time as the performance obligations specified in the underlying agreement are met. Where performance obligations are not sufficiently specific, grants are recognised on the earlier of receipt or when an unconditional right to receipt has been established. Grants relating to capital projects are generally recognised progressively as the capital project is completed. The following table provides a summary of the accounting framework under which grants are recognised.

Income recognised under AASB 1058 Income of Not-for-Profit Entities		
General purpose	355	9,859
Specific purpose grants to acquire non-financial assets	7,230	4,327
Other specific purpose grants	–	361
Revenue recognised under AASB 15 Revenue from Contracts with Customers		
Specific purpose grants	2,821	12,155
	10,406	26,702

##### (d) Unspent grants received on condition that they be spent in a specific manner:

###### *Operating*

Balance at start of year	2,412	1,932
Received during the financial year and remained unspent at balance date	131	1,431
Received in prior years and spent during the financial year	(1,520)	(951)
<b>Balance at year end</b>	1,023	2,412

###### *Capital*

Balance at start of year	4,294	4,880
Received during the financial year and remained unspent at balance date	1,783	646
Received in prior years and spent during the financial year	(4,213)	(1,232)
<b>Balance at year end</b>	1,864	4,294

Unspent grants are determined and disclosed on a cash basis.

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 3. FUNDING FOR THE DELIVERY OF OUR SERVICES

	2024 \$ '000	2023 \$ '000
<b>3.5 Contributions</b>		
Monetary contributions		
Revenue Collection Contributions	78	81
Capital Works Contributions	41	119
<b>Total monetary contributions</b>	<u>119</u>	<u>200</u>
<b>Total contributions</b>	<u>119</u>	<u>200</u>

Monetary contributions are recognised as revenue when Council obtains control over the contributed asset.

#### 3.6 Net gain/(loss) on disposal of property, infrastructure, plant and equipment

Land and buildings		
Written down value of assets disposed	–	(32)
Total net gain/(loss) on disposal of land and buildings	–	(32)
Plant and equipment		
Proceeds of sale	52	–
Total net gain/(loss) on disposal of plant and equipment	52	–
<b>Total net gain/(loss) on disposal of property, infrastructure, plant and equipment</b>	<u>52</u>	<u>(32)</u>

The profit or loss on sale of an asset is determined when control of the asset has passed to the buyer.

#### 3.7 Other income

Interest	1,690	927
Rent Council properties	11	19
Reimbursements	166	342
Fuel tax credits	74	49
Wimmera Southern Mallee Development share of equity	269	–
Other	58	131
<b>Total other income</b>	<u>2,268</u>	<u>1,468</u>

Interest is recognised as it is earned.

Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 4. THE COST OF DELIVERING SERVICES

	2024 \$ '000	2023 \$ '000
--	-----------------	-----------------

#### 4.1 Employee costs

##### (a) Employee costs

Wages and salaries	10,659	9,829
Superannuation	1,096	1,016
Fringe benefits tax	81	52
Allowances	14	13
Worksafe	293	196
Other	4	1
<b>Total employee costs</b>	<b>12,147</b>	<b>11,107</b>

##### (b) Superannuation

Council made contributions to the following funds:

Accumulation funds		
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	462	434
Employer contributions - Australian Super	163	155
Employer contributions - Hostplus Super	53	48
Employer contributions - Hesta	42	45
Employer contributions - Aware Super	69	36
Employer contributions - other funds	307	298
	<b>1,096</b>	<b>1,016</b>
Employer contributions payable at reporting date	-	-
<b>Total superannuation costs</b>	<b>1,096</b>	<b>1,016</b>

Refer to Note 9.3 for further information relating to Council's superannuation obligations.

#### 4.2 Materials and services

Utilities	558	479
Information technology	549	476
Insurance	532	485
Consultants	1,036	1,209
Advertising	84	92
Garbage	575	564
Operational Contracts and Services	4,318	5,996
Operational Materials	812	1,792
Promotion/Public Education	6	1
Subscriptions/Memberships/Publications	111	91
Telephone	110	86
Vehicle and Plant Costs	1,270	1,391
Other	907	717
<b>Total materials and services</b>	<b>10,868</b>	<b>13,379</b>

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements for the year ended 30 June 2024

#### Note 4. THE COST OF DELIVERING SERVICES

	2024 \$ '000	2023 \$ '000
<b>4.3 Depreciation</b>		
Property		
Buildings - non specialised	2,188	2,151
Leasehold improvements	27	27
Total depreciation - property	2,215	2,178
Plant and equipment		
Plant machinery and equipment	666	795
Fixtures fittings and furniture	12	13
Computers and telecomms	124	182
Library books	-	2
Total depreciation - plant and equipment	802	992
Infrastructure		
Roads	5,377	5,724
Bridges	103	102
Footpaths and cycleways	173	167
Drainage	82	81
Kerb & Channel	161	163
Landfill sites	5	5
Other infrastructure	6	10
Total depreciation - infrastructure	5,907	6,252
<b>Total depreciation</b>	<b>8,924</b>	<b>9,422</b>

Refer to note 5.7 and 6.2 for a more detailed breakdown of depreciation and amortisation charges and accounting policy.

#### 4.4 Depreciation - Right of use assets

Vehicles	424	329
<b>Total Depreciation - Right of use assets</b>	<b>424</b>	<b>329</b>

#### 4.5 Bad and doubtful debts

Rates debtors	-	(145)
Other debtors	70	42
<b>Total allowance for impairment losses</b>	<b>70</b>	<b>(103)</b>
Movement in allowance for impairment losses in respect of debtors		
Balance at the beginning of the year	421	531
New allowances recognised during the year	47	(103)
Amounts already provided for and written off as uncollectable	(167)	(7)
<b>Balance at end of year</b>	<b>301</b>	<b>421</b>

An allowance for impairment losses in respect of debtors is recognised based on an expected credit loss model. This model considers both historic and forward looking information in determining the level of impairment.



## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 4. THE COST OF DELIVERING SERVICES

	2024 \$ '000	2023 \$ '000
--	-----------------	-----------------

#### 4.6 Finance Costs - Leases

Interest - Lease Liabilities	80	38
<b>Total finance costs</b>	<b>80</b>	<b>38</b>

#### 4.7 Other expenses

Auditors' remuneration - VAGO - audit of the financial statements, performance statement and grant acquittals	53	52
Auditors' remuneration - Internal Audit	23	37
Councillors' allowances	227	210
Council Contributions and Donations	468	475
Council meeting expenses	22	18
Election expenses	5	35
Others	13	12
<b>Total other expenses</b>	<b>811</b>	<b>839</b>

DRAFT

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 5. INVESTING IN AND FINANCING OUR OPERATIONS

Note	2024 \$ '000	2023 \$ '000
<b>5.1 Financial assets</b>		
<b>(a) Cash and cash equivalents</b>		
Current		
Cash at bank	6,396	17,320
<b>Total current cash and cash equivalents</b>	<b>6,396</b>	<b>17,320</b>
Total cash and cash equivalents	6,396	17,320
<b>(b) Other financial assets</b>		
Current		
Term deposits	23,000	23,000
<b>Total current other financial assets</b>	<b>23,000</b>	<b>23,000</b>
Total other financial assets	23,000	23,000
<b>Total financial assets</b>	<b>29,396</b>	<b>40,320</b>
<b>Total cash and cash equivalents and other financial assets</b>	<b>29,396</b>	<b>40,320</b>
External restrictions		
Councils cash and cash equivalents are subject to external restrictions that limit amounts available for discretionary use. These include:		
Trust funds and deposits	5.3 307	170
Unearned Income	5.3 2,887	6,706
<b>Total restricted funds</b>	<b>3,194</b>	<b>6,876</b>
Total unrestricted cash and cash equivalents	3,202	10,444
Intended allocations		
Although not externally restricted the following amounts have been allocated for specific future purposes by Council:		
Cash held to fund carried forward capital works	5.3 5,393	1,119
Cash held for carried forward service delivery	5.3 –	5,744
Cash held for General reserves	9.1(b) 2,868	2,291
<b>Total funds subject to intended allocations</b>	<b>8,261</b>	<b>9,154</b>

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of three months or less, net of outstanding bank overdrafts.

Other financial assets are valued at fair value, at balance date. Term deposits are measured at original cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.

Other financial assets include term deposits and those with original maturity dates of three to 12 months are classified as current, whilst term deposits with maturity dates greater than 12 months are classified as non-current.

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 5. INVESTING IN AND FINANCING OUR OPERATIONS

	2024 \$ '000	2023 \$ '000
<b>(c) Trade &amp; Other Receivables</b>		
Current		
<i>Statutory receivables</i>		
Rates debtors	1,217	1,097
Infringement debtors	177	255
GST receivable	286	322
<i>Non-statutory receivables</i>		
Grant debtors	3,099	4,267
Accrued interest	276	223
Other debtors	669	407
Allowance for expected credit loss - infringements	(47)	(168)
Provision for doubtful debts - rates debtors	(253)	(253)
<b>Total current trade and other receivables</b>	<b>5,424</b>	<b>6,150</b>
<b>Total trade and other receivables</b>	<b>5,424</b>	<b>6,150</b>

Short term receivables are carried at invoice amount. An allowance for expected credit losses is recognised based on past experience and other objective evidence of expected losses. Long term receivables are carried at amortised cost using the effective interest rate method.

#### (d) Ageing of receivables

The ageing of the Council's trade & other receivables (excluding statutory receivables) that are not impaired was:

Current (not yet due)	707	2,443
Past due by up to 30 days	549	4
Past due between 31 and 180 days	3	20
Past due between 181 and 365 days	73	2,319
Past due by more than 1 year	2,712	111
<b>Total trade and other receivables</b>	<b>4,044</b>	<b>4,897</b>

Contract assets are recognised when Council has transferred goods or services to the customer but where Council is yet to establish an unconditional right to consideration.

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 5. INVESTING IN AND FINANCING OUR OPERATIONS

	2024	2023
	\$ '000	\$ '000

#### 5.2 Non-financial assets

##### (a) Inventories

Inventories held for distribution	277	181
<b>Total inventories</b>	<b>277</b>	<b>181</b>

Inventories held for distribution are measured at cost, adjusted when applicable for any loss of service potential. All other inventories, including land held for sale, are measured at the lower of cost and net realisable value. Where inventories are acquired for no cost or nominal consideration, they are measured at current replacement cost at the date of acquisition.

##### (b) Other assets

Current		
Prepayments	428	316
Other	8	-
<b>Total current other assets</b>	<b>436</b>	<b>316</b>
Non-current		
Other #	269	-
<b>Total non-current other assets</b>	<b>269</b>	<b>-</b>

(#) Council equity in Wimmera Southern Mallee Development

DRAFT

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 5. INVESTING IN AND FINANCING OUR OPERATIONS

	2024 \$ '000	2023 \$ '000
<b>5.3 Payables, trust funds and deposits and contract and other liabilities</b>		
<b>(a) Trade and other payables</b>		
Current		
<i>Non-statutory payables</i>		
<i>Statutory payables</i>		
Trade payables	1,489	1,817
Accrued expenses	871	445
<b>Total current trade and other payables</b>	<b>2,360</b>	<b>2,262</b>
<b>(b) Trust funds and deposits</b>		
Current		
Fire services levy	206	-
Other refundable deposits	91	150
Funds held on behalf of community groups and third parties	10	20
Overpaid rates and charges	-	175
<b>Total current trust funds and deposits</b>	<b>307</b>	<b>345</b>
<b>(c) Contract and other liabilities</b>		
Contract liabilities		
Current		
Grants received in advance:		
Grants received in advance - operating	1,023	2,412
Grants received in advance - capital	1,864	4,294
Total grants received in advance	2,887	6,706
<b>Total current contract liabilities</b>	<b>2,887</b>	<b>6,706</b>
<b>Total current contract and other liabilities</b>	<b>2,887</b>	<b>6,706</b>

Amounts received as deposits and retention amounts controlled by Council are recognised as trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited. Trust funds that are forfeited, resulting in council gaining control of the funds, are to be recognised as revenue at the time of forfeit.

#### Purpose and nature of items

Funds held on behalf of community groups and third parties - Amounts received as trust deposits to be expended in a specified manner that had not occurred at balance date.

Overpaid rates and charges - This amount represents the amount of rate payments made by rate payers in advance at 30 June 2024.

Fire Service Levy - Council is the collection agent for fire services levy on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the state government in line with that process.

Refundable deposits - Deposits are taken by council as a form of surety in a number of circumstances, including in relation to building works, tender deposits, contract deposits and the use of civic facilities.

**Buloke Shire Council**

2023/2024 Financial Report

**Notes to the Financial Statements**  
 for the year ended 30 June 2024

**Note 5. INVESTING IN AND FINANCING OUR OPERATIONS**

	Employee provisions \$ '000	Landfill restoration \$ '000	Gravel pit restoration \$ '000	Total \$ '000
<b>5.4 Provisions</b>				
<b>2024</b>				
Balance at the beginning of the financial year	2,279	1,955	411	4,645
Additional provisions	–	–	–	–
Amounts used	–	–	–	–
Balance at the end of the financial year	2,279	1,955	411	4,645
Provisions				
Provisions - current	1,524	1,955	50	3,529
Provisions - non-current	174	–	355	529
Total Provisions	1,698	1,955	405	4,058
<b>2023</b>				
Balance at the beginning of the financial year	2,430	1,011	417	3,858
Additional provisions	548	944	–	1,492
Amounts used	(699)	–	(6)	(705)
Balance at the end of the financial year	2,279	1,955	411	4,645
Provisions				
Provisions - current	1,677	1,955	50	3,682
Provisions - non-current	602	–	361	963
Total Provisions	2,279	1,955	411	4,645
			<b>2024</b>	<b>2023</b>
			<b>\$ '000</b>	<b>\$ '000</b>

**(a) Employee provisions**

Current provisions expected to be wholly settled within 12 months			
Annual leave		758	731
Long service leave		74	208
Accrued Days Off		30	13
		862	952
Current provisions expected to be wholly settled after 12 months			
Long service leave		662	725
		662	725
Total current employee provisions		1,524	1,677
Non-Current			
Long service leave		174	182
Redundancy		–	420
Total Non-Current Employee Provisions		174	602
Aggregate Carrying Amount of Employee Provisions:			
Current		1,524	1,677
Non-current		174	602
Total Aggregate Carrying Amount of Employee Provisions		1,698	2,279

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 5. INVESTING IN AND FINANCING OUR OPERATIONS

	2024 \$ '000	2023 \$ '000
--	-----------------	-----------------

The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

##### *Annual leave*

A liability for annual leave is recognised in the provision for employee benefits as a current liability because the Council does not have an unconditional right to defer settlement of the liability. Liabilities for annual leave are measured at:

- nominal value if the Council expects to wholly settle the liability within 12 months
- present value if the Council does not expect to wholly settle within 12 months.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at the present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

##### *Long service leave*

Liability for long service leave (LSL) is recognised in the provision for employee benefits. Unconditional LSL is disclosed as a current liability as the Council does not have an unconditional right to defer settlement. Unconditional LSL is measured at nominal value if expected to be settled within 12 months or at present value if not expected to be settled within 12 months. Conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non-current liability and measured at present value.

##### Key assumptions:

- discount rate	4.35%	4.06%
- wage inflation rate	4.45%	4.35%

##### *Redundancy*

Council has acknowledged the impact on services provided in aged care following the introduction of the National Disabilities Insurance Scheme (NDIS) and the Commonwealth Government's announcement of ceasing the current funding model for over 65's in 2023. Council subsequently withdrew from this service provision during the 2023-2024 financial year and provided redundancy payments to employees in the service area. A provision for redundancies is not required at 30 June 2024.

##### Key assumptions:

- discount rate	4.35%	4.06%
- inflation rate	4.45%	4.35%

#### **(b) Landfill restoration**

Current		
Current	1,955	1,955
<b>Total current</b>	<b>1,955</b>	<b>1,955</b>

##### Key assumptions:

- discount rate	4.35%	4.06%
- inflation rate	4.45%	4.35%

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 5. INVESTING IN AND FINANCING OUR OPERATIONS

	2024 \$ '000	2023 \$ '000
<b>(c) Gravel pit restoration</b>		
Current	50	50
	50	50
Non-current	355	361
	355	361
Key assumptions:		
- discount rate	4.35%	4.06%
- inflation rate	4.45%	4.35%

Under provisions of the *Mineral Resources (Sustainable Development) Act (1990)*, Council is obliged to restore gravel pits currently operated under Work Authority Permits. The forecast life of gravel pits is based on current estimates of remaining suitable gravel availability and unrestored areas of individual sites. The provision for pit restoration has been calculated based on the present value of the expected cost of works to be undertaken.

#### 5.5 Financing arrangements

The Council has the following funding arrangements in place as at 30 June 2024.

Other facilities - Bank Guarantee	-	150
Total Facilities	-	150
Used facilities	-	135
Used facilities	-	135
Unused facilities	-	15

Council has no overdraft facility at 30 June 2024. Bank guarantees are now disclosed in the Notes to the financial statements - contingent liabilities.



## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 5. INVESTING IN AND FINANCING OUR OPERATIONS

##### 5.6 Commitments

The Council has entered into the following commitments. Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value and presented inclusive of the GST payable.

###### (a) Commitments for expenditure

	Not later than 1 year \$ '000	Later than 1 year and not later than 2 years \$ '000	Later than 2 years and not later than 5 years \$ '000	Later than 5 years \$ '000	Total \$ '000
<b>2024</b>					
Operating					
Garbage & recyclables	847	873	2,784	–	4,504
Glass recycling	60	–	–	–	60
Hire of plant	34	–	–	–	34
IT systems and technology	34	–	–	–	34
Building surveying	74	–	–	–	74
Asset valuation	–	–	–	–	–
Fuel cards	–	–	–	–	–
<b>Total</b>	<b>1,049</b>	<b>873</b>	<b>2,784</b>	<b>–</b>	<b>4,706</b>
Capital					
Construction works	2,677	–	–	–	2,677
Roads	1,003	–	–	–	1,003
<b>Total</b>	<b>3,680</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>3,680</b>
<b>2023</b>					
Operating					
Garbage & recyclables	822	846	1,744	898	4,310
Glass recycling	44	44	–	–	88
Hire of plant	167	–	–	–	167
IT systems and technology	34	–	–	–	34
Building surveying	213	–	–	–	213
Asset valuation	56	–	–	–	56
Fuel cards	6	–	–	–	6
<b>Total</b>	<b>1,342</b>	<b>890</b>	<b>1,744</b>	<b>898</b>	<b>4,874</b>
Capital					
Construction works	2,473	–	–	–	2,473
Roads	2,012	–	–	–	2,012
<b>Total</b>	<b>4,485</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>4,485</b>

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements for the year ended 30 June 2024

#### Note 5. INVESTING IN AND FINANCING OUR OPERATIONS

##### 5.7 Leases

At inception of a contract, Council assesses whether a contract is, or contains, a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. To identify whether a contract conveys the right to control the use of an identified asset, it is necessary to assess whether:

- The contract involves the use of an identified asset;
- Council has the right to obtain substantially all of the economic benefits from use of the asset throughout the period of use; and
- Council has the right to direct the use of the asset.

This policy is applied to contracts entered into, or changed, on or after 1 July 2019.

As a lessee, Council recognises a right-of-use asset and a lease liability at the lease commencement date. The right-of-use asset is initially measured at cost which comprises the initial amount of the lease liability adjusted for:

- any lease payments made at or before the commencement date less any lease incentives received; plus
- any initial direct costs incurred; and
- an estimate of costs to dismantle and remove the underlying asset or to restore the underlying asset or the site on which it is located.

The right-of-use asset is subsequently depreciated using the straight-line method from the commencement date to the earlier of the end of the useful life of the right-of-use asset or the end of the lease term. The estimated useful lives of right-of-use assets are determined on the same basis as those of property, plant and equipment. In addition, the right-of-use asset is periodically reduced by impairment losses, if any, and adjusted for certain measurements of the lease liability.

The lease liability is initially measured at the present value of the lease payments that are not paid at the commencement date, discounted using the interest rate implicit in the lease or, if that rate cannot be readily determined, an appropriate incremental borrowing rate. Generally, Council uses an appropriate incremental borrowing rate as the discount rate.

Lease payments included in the measurement of the lease liability comprise the following:

- Fixed payments
- Variable lease payments that depend on an index or a rate, initially measured using the index or rate as at the commencement date;
- Amounts expected to be payable under a residual value guarantee; and
- The exercise price under a purchase option that Council is reasonably certain to exercise, lease payments in an optional renewal period if Council is reasonably certain to exercise an extension option, and penalties for early termination of a lease unless Council is reasonably certain not to terminate early.

When the lease liability is remeasured in this way, a corresponding adjustment is made to the carrying amount of the right-of-use asset, or is recorded in profit or loss if the carrying amount of the right-of-use asset has been reduced to zero.

Under *AASB 16 Leases*, Council as a not-for-profit entity has elected not to measure right-of-use assets at initial recognition at fair value in respect of leases that have significantly below-market terms.

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements for the year ended 30 June 2024

#### Note 5. INVESTING IN AND FINANCING OUR OPERATIONS

##### (a) Right-of-Use Assets

	Vehicles \$ '000	Total \$ '000
<b>2024</b>		
Balance at 1 July 2023	976	976
Additions	637	637
Depreciation charge	(424)	(424)
<b>Balance at 30 June 2024</b>	<b>1,189</b>	<b>1,189</b>
<b>2023</b>		
Balance at 1 July 2022	152	152
Additions	1,153	1,153
Depreciation charge	(329)	(329)
<b>Balance at 30 June 2023</b>	<b>976</b>	<b>976</b>
	<b>2024</b>	<b>2023</b>
	<b>\$ '000</b>	<b>\$ '000</b>

##### (b) Lease Liabilities

Maturity analysis - contractual undiscounted cash flows		
Less than one year	485	338
One to five years	891	769
Total undiscounted lease liabilities as at 30 June:	1,376	1,107
Lease liabilities included in the Balance Sheet at 30 June:		
Current	417	284
Non-current	824	701
<b>Total lease liabilities</b>	<b>1,241</b>	<b>985</b>

Variable lease payments are those that depend on an index or a rate, for example payments linked to the consumer price index, a benchmark interest rate or changes in market rental rates.

#### Note 6. ASSETS WE MANAGE

##### 6.1 Current assets classified as "held for sale"

Current		
Fair value of assets	280	165
<b>Total non current assets classified as held for sale #</b>	<b>280</b>	<b>165</b>

(#) Sea Lake housing development land subdivision costs.

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 6. ASSETS WE MANAGE

##### 6.2 Property, infrastructure, plant and equipment

Summary of property, infrastructure, plant and equipment	Carrying amount 30 June 2023 \$ '000	Additions \$ '000	Contributions \$ '000	Revaluation \$ '000	Disposal \$ '000	Depreciation \$ '000	Write-off \$ '000	Transfers \$ '000	Carrying amount 30 June 2024 \$ '000
Property	82,359	–	–	–	–	(2,215)	–	2,397	82,541
Plant and equipment	4,549	174	31	–	1	(802)	–	657	4,610
Infrastructure	206,832	–	–	–	–	(5,907)	–	6,252	207,177
Work in progress	7,212	10,701	–	–	–	–	(273)	(9,306)	8,334
<b>Total</b>	<b>300,952</b>	<b>10,875</b>	<b>31</b>	<b>–</b>	<b>1</b>	<b>(8,924)</b>	<b>(273)</b>	<b>–</b>	<b>302,662</b>

Summary of Work in Progress	Opening WIP \$ '000	Additions \$ '000	Write-off \$ '000	Transfers \$ '000	Closing WIP \$ '000
Property	1,979	4,889	(33)	(2,397)	4,438
Plant and equipment	–	657	–	(657)	–
Infrastructure	5,233	5,155	(240)	(6,252)	3,896
<b>Total</b>	<b>7,212</b>	<b>10,701</b>	<b>(273)</b>	<b>(9,306)</b>	<b>8,334</b>

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements for the year ended 30 June 2024

#### Note 6. ASSETS WE MANAGE

	Land specialised \$ '000	Land improve- ments \$ '000	Land under roads \$ '000	Total land and land improve- ments \$ '000	Buildings non specialised \$ '000	Leasehold improvements \$ '000	Total buildings \$ '000	Work in progress \$ '000	Total property \$ '000
<b>Property</b>									
At fair value 1 July 2023	4,268	1,176	22,312	27,756	116,810	534	117,344	1,979	147,079
Accumulated depreciation at 1 July 2023	-	-	-	-	(62,676)	(65)	(62,741)	-	(62,741)
	4,268	1,176	22,312	27,756	54,134	469	54,603	1,979	84,338
Movements in fair value									
Additions	-	-	-	-	-	-	-	4,889	4,889
Revaluation	-	-	-	-	-	-	-	-	-
Disposal	-	-	-	-	-	-	-	-	-
Write-off	-	-	-	-	-	-	-	(33)	(33)
Transfers	-	465	-	465	1,932	-	1,932	(2,397)	-
Transfer land held for resale	-	-	-	-	-	-	-	-	-
	-	465	-	465	1,932	-	1,932	2,459	4,856
Movements in accumulated depreciation									
Depreciation and amortisation	-	-	-	-	(2,188)	(27)	(2,215)	-	(2,215)
Transfers	-	-	-	-	-	-	-	-	-
	-	-	-	-	(2,188)	(27)	(2,215)	-	(2,215)
At fair value 30 June 2024	4,268	1,641	22,312	28,221	118,742	534	119,276	4,438	151,935
Accumulated depreciation at 30 June 2024	-	-	-	-	(64,864)	(92)	(64,956)	-	(64,956)
<b>Carrying amount</b>	4,268	1,641	22,312	28,221	53,878	442	54,320	4,438	86,979

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 6. ASSETS WE MANAGE

	Plant machinery and equipment \$ '000	Fixtures fittings and furniture \$ '000	Computers and telecomms \$ '000	Library books \$ '000	Work in progress \$ '000	Total plant and equipment \$ '000
<b>Plant and Equipment</b>						
At fair value 1 July 2023	12,555	589	2,265	416	–	15,825
Accumulated depreciation at 1 July 2023	(8,534)	(545)	(2,076)	(121)	–	(11,276)
	4,021	44	189	295	–	4,549
Movements in fair value						
Additions	101	1	72	–	657	831
Contributions	–	–	–	31	–	31
Revaluation	–	–	–	–	–	–
Disposal	(106)	–	–	–	–	(106)
Transfers	657	–	–	–	(657)	–
	652	1	72	31	–	756
Movements in accumulated depreciation						
Depreciation and amortisation	(666)	(12)	(124)	–	–	(802)
Accumulated depreciation of disposals	107	–	–	–	–	107
Write-off	–	–	–	–	–	–
	(559)	(12)	(124)	–	–	(695)
At fair value 30 June 2024	13,207	590	2,338	447	–	16,582
Accumulated depreciation at 30 June 2024	(9,093)	(557)	(2,201)	(121)	–	(11,972)
<b>Carrying amount</b>	<b>4,114</b>	<b>33</b>	<b>137</b>	<b>326</b>	<b>–</b>	<b>4,610</b>

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 6. ASSETS WE MANAGE

	Roads \$ '000	Bridges \$ '000	Footpaths and cycleways \$ '000	Drainage \$ '000	Landfill sites \$ '000	Kerb & Channel \$ '000	Other infrastructure \$ '000	Work in progress \$ '000	Total infrastructure \$ '000
<b>Infrastructure</b>									
At fair value 1 July 2023	354,135	11,203	10,570	9,808	733	16,076	471	5,233	408,229
Accumulated depreciation at 1 July 2023	(172,239)	(5,008)	(4,790)	(4,673)	(727)	(8,263)	(464)	–	(196,164)
	181,896	6,195	5,780	5,135	6	7,813	7	5,233	212,065
Movements in fair value									
Additions	–	–	–	–	–	–	–	5,155	5,155
Disposal	–	–	–	–	–	–	–	–	–
Write-off	–	–	–	–	–	–	–	(240)	(240)
Transfers	5,597	18	578	59	–	–	–	(6,252)	–
Impairment losses recognised in operating result	–	–	–	–	–	–	–	–	–
	5,597	18	578	59	–	–	–	(1,337)	4,915
Movements in accumulated depreciation									
Depreciation and amortisation	(5,377)	(103)	(173)	(82)	(5)	(161)	(6)	–	(5,907)
Write-off	–	–	–	–	–	–	–	–	–
Transfers	–	–	–	–	–	–	–	–	–
	(5,377)	(103)	(173)	(82)	(5)	(161)	(6)	–	(5,907)
At fair value 30 June 2024	359,733	11,221	11,149	9,867	733	16,076	471	3,896	413,146
Accumulated depreciation at 30 June 2024	(177,617)	(5,111)	(4,964)	(4,755)	(732)	(8,424)	(470)	–	(202,073)
<b>Carrying amount</b>	182,116	6,110	6,185	5,112	1	7,652	1	3,896	211,073

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 6. ASSETS WE MANAGE

##### *Acquisition*

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. Refer also to Note 8.4 for further disclosure regarding fair value measurement.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

Asset recognition thresholds and depreciation periods

	Depreciation Period years	Threshold Limit \$ '000
Buildings		
buildings	30 - 50 years	–
Plant and Equipment		
plant, machinery and equipment	3 - 13 years	5
fixtures, fittings and furniture	4 - 13 years	5
computers and telecommunications equipment	3 - 6 years	5
Infrastructure		
road formation	95 - 105 years	–
sealed road pavements	60 - 90 years	–
unsealed road pavements	15 - 25 years	–
sealed road surfaces	15 - 25 years	–
bridges	80 - 120 years	–
footpaths and cycleways	20 - 70 years	–
drainage	100 years	–
recreational, leisure and community facilities	10 - 50 years	–
waste management	10 - 50 years	–
parks, open space and streetscapes	10 - 50 years	–

##### *Land under roads*

Council recognises land under roads it controls at fair value.

##### *Depreciation and amortisation*

Buildings, land improvements, plant and equipment, infrastructure, and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Road earthworks are not depreciated on the basis that they are assessed as not having a limited useful life.

Straight line depreciation is charged based on the residual useful life as determined each year.

Depreciation periods used are listed above and are consistent with the prior year unless otherwise stated.



## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements for the year ended 30 June 2024

#### Note 6. ASSETS WE MANAGE

##### *Repairs and maintenance*

Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

##### *Valuation of land and buildings*

Valuation of land and buildings was undertaken by a qualified independent valuer Ben Sawyer, Certified Practising Valuer AAPI Reg. 63163, Director, Preston Rowe Paterson Horsham and Wimmera Pty Ltd in June 2020. The valuation of land and buildings as at 30 June 2020 has been assessed at fair value using the 2020 valuations for existing assets and recognising additions post the revaluation at cost. Where land use is restricted through existing planning provisions the valuation is reduced to reflect this limitation. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Specialised land is valued at fair value using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2024 are as follows:

	Level 1	Level 2	Level 3	Date of valuation	Type of Valuation
Land - Non specialised	–	–	–	Jun-20	
Land - Specialised	–	–	–	Jun-20	
Land under roads	–	–	–	Jun-18	
Land improvements	–	–	–	Jun-21	
Buildings - Non Specialised	–	–	–	Jun-20	
Total	–	–	–		

##### *Valuation of Infrastructure*

Valuation of road infrastructure has been determined in accordance with valuation undertaken by independent valuer, Peter Moloney, Dip Civil Engineering (FIT), Member Institute of Engineers (Aust).

A valuation of Council's bridge assets was performed by Mr Peter Moloney, Dip Civil Engineering (FIT), Member Institute of Engineers (Aust).

Valuation of drains has been determined in accordance with a valuation undertaken by independent valuer, Peter Moloney, Member Institute of Engineers (Aust), Dip Civil Engineering (FIT).

The valuation is at fair value based on replacement cost less accumulated depreciation and amortisation as at the date of valuation.

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements for the year ended 30 June 2024

#### Note 6. ASSETS WE MANAGE

Details of the Council's infrastructure and information about the fair value hierarchy as at 30 June 2024 are as follows:

	Level 1	Level 2	Level 3	Date of valuation	Type of Valuation
Roads	—	—	—	30/06/2023	
Bridges	—	—	—	30/06/2023	
Footpaths and cycleways	—	—	—	30/06/2023	
Drainage	—	—	—	30/06/2019	
Landfill sites	—	—	—	30/06/2015	
Kerb & Channel	—	—	—	30/06/2023	
Other Infrastructure	—	—	—	30/06/2019	
Total	—	—	—		

#### Description of significant unobservable inputs into level 3 valuations

**Specialised land and land under roads** is valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values of 90%. The market value of land varies significantly depending on the location of the land and the current market conditions.

**Infrastructure assets** are valued based on the depreciated replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 10 years to 100 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

#### Reconciliation of specialised land

	2024 \$ '000	2023 \$ '000
Land under roads	22,312	22,312
Community facilities	4,195	4,195
Total specialised land	26,507	26,507

### 6.3 Investments in associates, joint arrangements and subsidiaries

#### (a) Investments in associates

##### Principles of consolidation

Associates are all entities over which Council has significant influence but not control or joint control. Investments in associates are accounted for using the equity method of accounting, after initially being recognised at cost.

Investments in joint arrangements are classified as either joint operations or joint ventures depending on the contractual rights and obligations each investor has, rather than the legal structure of the joint arrangement.

For joint operations, Council recognises its direct right to, and its share of jointly held assets, liabilities, revenues and expenses of joint operations.

Interests in joint ventures are accounted for using the equity method. Under this method, the interests are initially recognised in the consolidated balance sheet at cost and adjusted thereafter to recognise Council's share of the post-acquisition profits or losses and movements in other comprehensive income in profit or loss and other comprehensive income respectively.

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements for the year ended 30 June 2024

#### Note 6. ASSETS WE MANAGE

---

##### **(c) Community Asset Committee**

All entities controlled by Council that have material income, expenses, assets or liabilities, such as community asset committees, have been included in this financial report. Any transactions between these entities and Council have been eliminated in full.

DRAFT

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements for the year ended 30 June 2024

#### Note 7. PEOPLE AND RELATIONSHIPS

##### 7.1 Council and key management remuneration

(a) Related Parties

*Parent entity*

Council is the parent entity.

(b) Key Management Personnel

Details of persons holding the position of Councillor or other members of key management personnel at any time during the year are:

**Councillors**

Alan Getley - Mayor  
 David Pollard - Deputy Mayor (1 July 2023 to 7 November 2023)  
 Bronwyn Simpson - Deputy Mayor (8 November 2023 to 30 June 2024)  
 Bernadette Hogan  
 Graeme Milne  
 Carolyn Stewart  
 Daryl Warren

**Key management personnel**

Wayne O'Toole - Chief Executive Officer  
 Jenna Allan - Acting Director Community Development (29 January 2024 to 10 March 2024)  
 Jenna Allan - Director Corporate and Organisational Performance (11 March 2024 to 30 June 2024)  
 Dan McLoughlan - Acting Director Infrastructure and Delivery (29 January 2024 to 10 March 2024)  
 Dan McLoughlan - Director Infrastructure and Delivery (11 March 2024 to 30 June 2024)  
 Travis Fitzgibbon - Director Community Development (1 July 2023 to 10 May 2024)  
 Travis Fitzgibbon - Acting Director Corporate and Organisational Performance (29 January 2024 to 10 March 2024)  
 Anthony Smith - Acting Director Community Development (13 May 2024 to 30 June 2024)  
 Michelle Stedman - Director Corporate and Organisational Performance (1 July 2023 to 26 January 2024)  
 Hannah Yu - Director Infrastructure and Delivery (1 July 2023 to 26 January 2024)

	2024 No.	2023 No.
<b>Total Number of Councillors</b>	7	7
<b>Total of Chief Executive Officer and other Key Management Personnel</b>	7	4
Total Number of Key Management Personnel	14	11

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements for the year ended 30 June 2024

#### Note 7. PEOPLE AND RELATIONSHIPS

##### (c) Remuneration of Key Management Personnel

Remuneration comprises employee benefits including all forms of consideration paid, payable or provided by Council, or on behalf of the Council, in exchange for services rendered. Remuneration of Key Management Personnel and Other senior staff is disclosed in the following categories.

**Short-term employee benefits** include amounts such as wages, salaries, annual leave or sick leave that are usually paid or payable on a regular basis, as well as non-monetary benefits such as allowances and free or subsidised goods or services.

**Other long-term employee benefits** include long service leave, other long service benefits or deferred compensation.

**Post-employment benefits** include pensions, and other retirement benefits paid or payable on a discrete basis when employment has ceased.

**Termination benefits** include termination of employment payments, such as severance packages.

	2024 \$ '000	2023 \$ '000
Total remuneration of key management personnel was as follows:		
Short-term employee benefits	1,042	685
Other long-term employee benefits	109	15
Total	1,151	700

	2024 No.	2023 No.
--	-------------	-------------

The numbers of key management personnel whose total remuneration from Council and any related entities, fall within the following bands:

\$10,000 - \$19,999	–	1
\$20,000 - \$29,999	4	3
\$30,000 - \$39,999	2	1
\$40,000 - \$49,999	–	1
\$60,000 - \$69,999	–	1
\$70,000 - \$79,999	1	–
\$80,000 - \$89,999	1	–
\$90,000 - \$99,999	1	1
\$110,000 - \$119,999	1	–
\$140,000 - \$149,999	1	–
\$170,000 - \$179,999	–	2
\$210,000 - \$219,999	1	–
\$250,000 - \$259,999	–	1
\$260,000 - \$269,999	1	–
	13	11

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements for the year ended 30 June 2024

#### Note 7. PEOPLE AND RELATIONSHIPS

##### (d) Remuneration of other senior staff

Other senior staff are officers of Council, other than Key Management Personnel, whose total remuneration exceeds \$170,000 and who report directly to a member of the KMP.

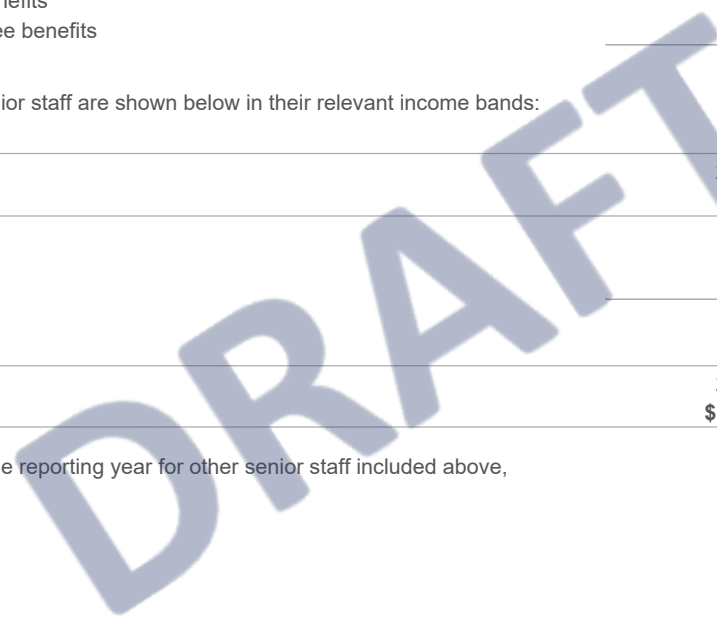
Total remuneration of other senior staff was as follows:

	2024 \$ '000	2023 \$ '000
Short-term employee benefits	–	215
Other long-term employee benefits	–	4
Total	–	219

The number of other senior staff are shown below in their relevant income bands:

	2024 No.	2023 No.
Income Range:		
\$210,000 - \$219,999	–	1
	–	1

	2024 \$ '000	2023 \$ '000
Total remuneration for the reporting year for other senior staff included above, amounted to:	–	219



## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements for the year ended 30 June 2024

#### Note 7. PEOPLE AND RELATIONSHIPS

##### 7.2 Related party disclosure

###### (a) Transactions with related parties

During the period Council entered into the following transactions with related parties:

All transactions are undertaken at arm's length and in line with Council's Procurement Policy.

Organisation	2023/24 Total (GST inclusive if applicable) \$
TMC Enviro*	966,114
Buloke Tourism	7,500
Watchem Progress Association	12,700
Watchem Hall Committee of Management	250
Watchem Lake and Recreation Reserve Committee	6,978
Donald 2000 Inc	2,500
Rex Theatre Museum Limited	6,259
<b>Total</b>	<b>1,002,301</b>

\*Close family member of a member of Key Management Personnel.

During the period ended 30 June 2024, Council entered into material transactions with related party, TMC Enviro as noted above.

###### (b) Outstanding balances with related parties

The following balances are outstanding at the end of the reporting period in relation to transactions with related parties:

Nil

###### (c) Loans to/from related parties

The aggregate amount of loans in existence at balance date that have been made, guaranteed or secured by the council to a related party as follows:

Nil

###### (d) Commitments to/from related parties

The aggregate amount of commitments in existence at balance date that have been made, guaranteed or secured by the council to a related party are as follows:

Nil

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements for the year ended 30 June 2024

#### Note 8. MANAGING UNCERTAINTIES

##### 8.1 Contingent assets and liabilities

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed and if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable, respectively.

(a) Contingent assets

At balance date the Council is not aware of any contingent assets.

(b) Contingent liabilities

Superannuation

Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme, matters relating to this potential obligation are outlined below. As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists.

Gravel pits

The Department of Energy, Environment and Climate Action is holding Bank Guarantees in its favour totalling \$67,500 as surety for the rehabilitation of four gravel pits controlled by Council. Exercise of the guarantees would only occur if Council failed in its rehabilitation obligations under the operating licences.

Liability Mutual Insurance

Council is (was) a participant of the MAV Liability Mutual Insurance (LMI) Scheme. The LMI scheme provides public liability and professional indemnity insurance cover. The LMI scheme states that each participant will remain liable to make further contributions to the scheme in respect of any insurance year in which it was a participant to the extent of its participant's share of any shortfall in the provision set aside in respect of that insurance year, and such liability will continue whether or not the participant remains a participant in future insurance years.

(c) Guarantees for loans to other entities

The amount disclosed for financial guarantee in this note is the nominal amount of the underlying loan that is guaranteed by the Council, not the fair value of the financial guarantee.

Financial guarantee contracts are not recognised as a liability in the balance sheet unless the lender has exercised their right to call on the guarantee or Council has other reasons to believe that it is probable that the right will be exercised.

##### 8.2 Change in accounting standards

Certain new Australian Accounting Standards and interpretations have been published that are not mandatory for the 30 June 2024 reporting period. Council assesses the impact of these new standards.

In December 2022 the Australian Accounting Standards Board (AASB) issued AASB 2022-10 Amendments to Australian Accounting Standards - Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities to modify AASB 13 Fair Value Measurement. AASB 2022-10 amends AASB 13 Fair Value Measurement for fair value measurements of non-financial assets of not-for-profit public sector entities not held primarily for their ability to generate net cash inflows. The AASB 13 modifications:

- are applicable only to not-for-profit public sector entities;
- are limited to fair value measurements of non-financial assets not held primarily for their ability to generate net cash inflows;
- are to be applied prospectively for annual periods beginning on or after 1 January 2024;
- would not necessarily change practice for some not-for-profit public sector entities; and
- do not indicate that entities changing practice in how they measure relevant assets made an error in applying the existing requirements of AASB 13.

Council will assess any impact of the modifications to AASB 13 ahead of the 2024-25 reporting period.

In December 2022 the Australian Accounting Standards Board (AASB) issued AASB 2022-6 Amendments to Australian Accounting Standards - Non-current Liabilities with Covenants. AASB 2022-6 amends AASB 101 Presentation of Financial Statements to improve the information an entity provides in its financial statements about long-term liabilities with covenants where the entity's right to defer settlement of those liabilities for at least twelve months after the reporting period is subject to the entity complying with conditions specified in the loan arrangement. The amendments in AASB 2022-6 are effective for annual periods beginning on or after 1 January 2024.



## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements for the year ended 30 June 2024

#### Note 8. MANAGING UNCERTAINTIES

Council will assess any impact of the modifications to AASB 101 ahead of the 2024-25 reporting period.

#### 8.3 Financial instruments

##### (a) Objectives and policies

The Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables) and payables (excluding statutory payables). Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in the notes of the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

##### (b) Market risk

Market risk is the risk that the fair value or future cash flows of Council financial instruments will fluctuate because of changes in market prices. The Council's exposure to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

##### **Interest rate risk**

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Council's interest rate liability risk arises primarily from long term loans and borrowings at fixed rates which exposes Council to fair value interest rate risk / Council does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rates.

Investment of surplus funds is made with approved financial institutions under the *Local Government Act 2020*. Council manages interest rate risk by adopting an investment policy that ensures:

- diversification of investment product;
- monitoring of return on investment; and
- benchmarking of returns and comparison with budget.

There has been no significant change in the Council's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on the Council's year end result.

##### (c) Credit risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause Council to make a financial loss. Council has exposure to credit risk on some financial assets included in the balance sheet. Particularly significant areas of credit risk exist in relation to outstanding fees and fines as well as loans and receivables from sporting clubs and associations. To help manage this risk:

- Council has a policy for establishing credit limits for the entities Council deals with;
- Council may require collateral where appropriate; and
- Council only invests surplus funds with financial institutions which have a recognised credit rating specified in Council's investment policy.

Receivables consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with the Council's financial assets is minimal because the main debtor is secured by a charge over the rateable property.

There are no material financial assets which are individually determined to be impaired.

Council may also be subject to credit risk for transactions which are not included in the balance sheet, such as when Council provides a guarantee for another party. Details of our contingent liabilities are disclosed in Note 8.1(b).

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements for the year ended 30 June 2024

#### Note 8. MANAGING UNCERTAINTIES

---

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Council does not hold any collateral.

##### (d) Liquidity risk

Liquidity risk includes the risk that, as a result of Council's operational liquidity requirements it will not have sufficient funds to settle a transaction when required or will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks Council:

- have a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained;
- have readily accessible standby facilities and other funding arrangements in place;
- have a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitor budget to actual performance on a regular basis; and
- set limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

The Council's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed on the face of the balance sheet and the amounts related to financial guarantees disclosed in Note 8.1(c), and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value.

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements for the year ended 30 June 2024

#### Note 8. MANAGING UNCERTAINTIES

##### (e) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, Council believes the following movements are 'reasonably possible' over the next 12 months:

- A parallel shift of + 1 % and - 2 % in market interest rates (AUD) from year-end rates of 4.00 - 5.00%.

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations.

#### 8.4 Fair value measurement

##### *Fair Value Hierarchy*

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

- Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities
- Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and
- Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above. In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

##### *Revaluation*

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. (For plant and equipment carrying amount is considered to approximate fair value given short useful lives). At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use of an asset result in changes to the permissible or practical highest and best use of the asset. In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from 2 to 5 years. The valuation is performed either by experienced council officers or independent experts. The following table sets out the frequency of revaluations by asset class.

<b>Asset Class</b>	<b>Revaluation frequency</b>
Land	2 years
Buildings	3 years
Roads	3 years
Bridges	3 years
Footpaths and cycleways	3 years
Drainage	3 years
Recreational, leisure and community facilities	3 years
Waste management	3 years
Parks, open space and streetscapes	3 years

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements for the year ended 30 June 2024

#### Note 8. MANAGING UNCERTAINTIES

---

Aerodromes	3 years
Other infrastructure	3 years

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

##### *Impairment of assets*

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

#### 8.5 Events occurring after balance date

No matters have occurred after balance date that require disclosure in the financial report.

DRAFT

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 9. OTHER MATTERS

	Balance at beginning of reporting period \$ '000	Increase (decrease) \$ '000	Share of increase (decrease) on revaluation of <name asset class> by an associate \$ '000	Balance at end of reporting period \$ '000
<b>9.1 Reserves</b>				
(a) Asset revaluation reserves				
<b>2024</b>				
Property				
Land and land improvements	2,032	–	–	2,032
Land under roads	22,307	–	–	22,307
Buildings	24,546	–	–	24,546
	48,885	–	–	48,885
Infrastructure				
Roads	128,705	–	–	128,705
Bridges	2,904	–	–	2,904
Footpaths and cycleways	4,954	–	–	4,954
Drainage	2,022	–	–	2,022
Kerb & Channel	7,523	–	–	7,523
Other infrastructure	363	–	–	363
	146,471	–	–	146,471
<b>Total asset revaluation reserves</b>	<b>195,356</b>	<b>–</b>	<b>–</b>	<b>195,356</b>
<b>2023</b>				
Property				
Land and land improvements	2,032	–	–	2,032
Land under roads	22,307	–	–	22,307
Buildings	24,546	–	–	24,546
	48,885	–	–	48,885
Infrastructure				
Roads	105,768	22,937	–	128,705
Bridges	3,014	(110)	–	2,904
Footpaths and cycleways	5,123	(169)	–	4,954
Drainage	2,022	–	–	2,022
Kerb & Channel	6,911	612	–	7,523
Other infrastructure	363	–	–	363
	123,201	23,270	–	146,471
<b>Total asset revaluation reserves</b>	<b>172,086</b>	<b>23,270</b>	<b>–</b>	<b>195,356</b>

The asset revaluation reserve is used to record the increased (net) value of Council's assets over time.

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements for the year ended 30 June 2024

#### Note 9. OTHER MATTERS

	Balance at beginning of reporting period \$ '000	Transfer from Accumulated Surplus \$ '000	Transfer to Accumulated Surplus \$ '000	Balance at end of reporting period \$ '000
(b) Other reserves				
<b>2024</b>				
Defined Benefits Superannuation	1,000	–	–	1,000
Sustainability Fund	100	–	–	100
Unspent Grants	6,862	–	(6,862)	–
Grant Opportunity	400	200	–	600
Capital Project Initiations	393	200	(20)	573
Waste	397	198	–	595
<b>Total Other reserves</b>	<b>9,152</b>	<b>598</b>	<b>(6,882)</b>	<b>2,868</b>
<b>2023</b>				
Defined Benefits Superannuation	1,000	–	–	1,000
Sustainability Fund	78	22	–	100
Unspent Grants	1,830	5,032	–	6,862
Grant Opportunity	200	200	–	400
Capital Project Initiations	200	193	–	393
Waste	–	397	–	397
<b>Total Other reserves</b>	<b>3,308</b>	<b>5,844</b>	<b>–</b>	<b>9,152</b>

**Defined Benefits Superannuation** - This reserve is available should a call be made on Council as a result of shortfall in the Local Authorities Superannuation Fund Defined Benefits Plan. Refer to note 9.3 for further detail.

**Sustainability Fund** - surplus annual portion of income derived from windfarm operations within the Shire is set aside for specific community project support to promote local sustainability.

**Unspent Grants** - Council shows a liability under Australian Accounting Standards for unspent operating and capital grants when the grant requirements have not been met. Unspent grants are also noted as restricted cash and a reserve is not required.

**Grant Opportunity** - allocation from Council's Accumulated surplus to provide matching funds for grant opportunities arising outside the annual budget scope.

**Capital Project Initiations** - allocation from Council's Accumulated surplus to facilitate initial development expenditure for unanticipated projects in response to grant opportunities outside of the annual budget scope.

**Waste** – this reserve was established to make some provision for future waste related activities and initiatives, including contributing to rehabilitation requirements for closed landfill sites.

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 9. OTHER MATTERS

	2024 \$ '000	2023 \$ '000
<b>9.2 Reconciliation of cash flows from operating activities to surplus/(deficit)</b>		
Surplus/(deficit) for the year	(5,037)	9,048
Non-cash adjustments:		
Depreciation/amortisation	9,348	9,751
(Profit)/loss on disposal of property, infrastructure, plant and equipment	(52)	32
Amounts disclosed in financing activities	80	38
Change in assets and liabilities:		
(Increase)/decrease in trade and other receivables	726	(1,848)
(Increase)/decrease in inventories	(96)	(42)
(Increase)/decrease in prepayments	(112)	(64)
Increase/(decrease) in other assets	(277)	-
Increase/(decrease) in trade and other payables	98	205
Increase/(decrease) in provisions	(587)	787
Increase/(decrease) in trust funds and other payables	(38)	51
(Decrease)/increase in contract and other liabilities	(3,819)	(107)
Net cash provided by/(used in) operating activities	234	17,851

#### 9.3 Superannuation

Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in the Comprehensive Income Statement when they are made or due.

##### Accumulation

The Fund's accumulation category, Vision MySuper/Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2024, this was 11% as required under Superannuation Guarantee (SG) legislation (2023: 10.5%)).

##### Defined Benefit

Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of Buloke Shire Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Fund Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

##### Funding Arrangements

Council makes employer contributions to the Defined Benefit category of the Fund at rates determined by the Trustee on the advice of the Fund Actuary.

A triennial actuarial investigation for the Defined Benefit category at 30 June 2023 was conducted and completed by 31 December 2023. The vested benefit index (VBI) for the Defined Benefit category as at 30 June 2023 was 104.1%. Council was notified of the 30 June 2023 VBI during August 2023.

The financial assumptions used to calculate the 30 June 2023 VBI were:

Net investment returns 5.7% pa

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 9. OTHER MATTERS

Salary information	3.5% pa
Price inflation (CPI)	2.8% pa.

The VBI is used as the primary funding indicator. Because the VBI was above 100%, the 30 June 2023 actuarial investigation determined the Defined Benefit category was in a satisfactory financial position and that no change was necessary to the Defined Benefit category's funding arrangements from prior years.

##### Employer contributions

###### (a) Regular contributions

On the basis of the results of the 2023 interim actuarial investigation conducted by the Fund Actuary, Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2024, this rate was 11% of members' salaries (10.5% in 2022/23). This rate is expected to increase in line with any increases in the SG contribution rate and was reviewed as part of the 30 June 2023 triennial valuation.

In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

###### (b) Funding calls

If the Defined Benefit category is in an unsatisfactory financial position at an actuarial investigation or the Defined Benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 98% from 26 July 2024 (previously 97%).

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including Council) are required to make an employer contribution to cover the shortfall.

Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's Defined Benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up. If there is a surplus in the Fund, the surplus cannot be returned to the participating employers.

In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

##### The 2023 triennial actuarial investigation surplus amounts

An actuarial investigation is conducted annually for the Defined Benefit category of which Council is a contributing employer. Generally, a full actuarial investigation is conducted every three years and interim actuarial investigations are conducted for each intervening year. A full investigation was conducted as at 30 June 2023.

The Fund's actuarial investigations identified the following for the Defined Benefit category of which Council is a contributing employer:

	2023 (Triennial)	2022 (Interim)
	\$m	\$m
- A VBI Surplus	84.7	44.6
- A total service liability surplus	123.6	105.8
- A discounted accrued benefits surplus	141.9	111.9

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2023.

The total service liability surplus means that the current value of the assets in the Fund's Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses as at 30 June 2023.



## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 9. OTHER MATTERS

---

The discounted accrued benefit surplus means that the current value of the assets in the Fund's Defined Benefit category exceeds the value of benefits payable in the future but accrued in respect of service to 30 June 2023.

##### **The 2024 interim actuarial investigation**

An interim actuarial investigation is being conducted for the Fund's position as at 30 June 2024 as the Fund provides lifetime pensions in the Defined Benefit category. It is anticipated that this actuarial investigation will be completed by October 2024.

The VBI of the Defined Benefit category was 105.4% as at 30 June 2024. The financial assumptions used to calculate the 30 June 2024 VBI were:

Net investment returns	5.6% pa
Salary information	3.5% pa
Price inflation (CPI)	2.7% pa

Council was notified of the 30 June 2024 VBI during August 2024.

Because the VBI was above 100%, the Defined Benefit category was in a satisfactory financial position at 30 June 2024 and it is expected that the actuarial investigation will recommend that no change will be necessary to the Defined Benefit category's funding arrangements from prior years.

DRAFT

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements

for the year ended 30 June 2024

#### Note 9. OTHER MATTERS

##### The 2020 triennial actuarial investigation

The last triennial actuarial investigation conducted prior to 30 June 2023 was at 30 June 2020. This actuarial investigation was completed by 31 December 2020. The financial assumptions for the purposes of that investigation were:

	2020	2023
	Triennial investigation	Triennial investigation
Net investment return	5.6% pa	5.7% pa
Salary inflation	2.5% pa for two years and 2.75% pa thereafter	3.5% pa
Price inflation	2.0% pa	2.8% pa

##### Superannuation contributions

Contributions by Council (excluding any unfunded liability payments) to the above superannuation plans for the financial year ended 30 June 2024 are detailed below:

Scheme	Type of scheme	Rate	2024 \$ '000	2023 \$ '000
Vision Super	Defined benefit	11% (2023:10.5%)	-	-
Vision Super	Accumulation fund	11% (2023:10.5%)	462	434

## Buloke Shire Council

2023/2024 Financial Report

### Notes to the Financial Statements for the year ended 30 June 2024

#### Note 10. CHANGES IN ACCOUNTING POLICIES

---

There have been no changes to accounting policies in the 2023-24 year.

DRAFT



# Buloke Shire Council

Performance Statement  
For the year ended 30 June 2024

## Performance Statement

### For the year ended 30 June 2024

#### Description of Buloke Shire Council

Buloke Shire is located in the northwest of Victoria between 210 and 360 kilometres from Melbourne.

The Shire is bounded by both Mildura and Swan Hill Rural Cities in the north, Gannawarra and Loddon Shires in the east, Northern Grampians Shire in the south and Yarriambiack Shire in the west.

Buloke Shire is a predominantly rural area. The main townships are Birchip, Charlton, Donald, Sea Lake and Wycheproof. The shire also includes the smaller townships of Berriwillock, Culgoa, Nandaly, Nullawil and Watchem.

The Buloke Shire encompasses a total land area of 8,000 square kilometres and is approximately 140 kilometres long and 60 kilometres wide.

The two main highways servicing the Buloke Shire are the Calder Highway and the Sunraysia Highway, both of which run north and south through the Shire.

Land is used largely for agriculture, particularly grain (wheat, oats and barley) production and sheep grazing.

Buloke Shire is named after the 'buloke' or 'bulloak' tree, '*Allocasuarina Luehmannii*' which is common in the area and the feature of the Buloke Shire logo.

## Service Performance Indicators

### For the year ended 30 June 2024

<b>Service Indicator/Measure</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Comments</b>
<p><b>Aquatic Facilities</b></p> <p><b>Utilisation</b></p> <p><i>Utilisation of aquatic facilities</i></p> <p>[Number of visits to aquatic facilities / Municipal population]</p>	3.08	3.81	2.55	2.76	Utilisation of Council pools varies from year to year and is often subject to weather.
<p><b>Animal Management</b></p> <p><b>Health and safety</b></p> <p><i>Animal management prosecutions</i></p> <p>[Number of successful animal management prosecutions / Number of animal management prosecutions] x 100</p>	100%	100%	0%	0%	There were no animal management prosecutions in 2024
<p><b>Food Safety</b></p> <p><b>Health and safety</b></p> <p><i>Critical and major non-compliance outcome notifications</i></p> <p>[Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x100</p>	100%	100%	0%	0%	There were no critical or major non-compliance outcome notifications in 2024.
<p><b>Governance</b></p> <p><b>Consultation and engagement</b></p> <p><i>Satisfaction with community consultation and engagement</i></p> <p>[Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement]</p>	60	54	52	50	
<p><b>Libraries</b></p> <p><b>Participation</b></p> <p><i>Library membership</i></p> <p>[Number of registered library members / Population] x 100</p>	N/A	N/A	N/A	9.19%	

<p><b>Maternal and Child Health (MCH)</b></p> <p><b>Participation</b></p> <p><i>Participation in the MCH service</i></p> <p>[Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x 100</p> <p><i>Participation in the MCH service by Aboriginal children</i></p> <p>[Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x 100</p>	85.53%	87.45%	87.73%	85.30%	
<p><b>Roads</b></p> <p><b>Condition</b></p> <p><i>Sealed local roads maintained to condition standards</i></p> <p>[Number of kilometres of sealed local roads below the renewal intervention level set by Council / kilometres of sealed local roads] x 100</p>	91.04%	5.97%	99.25%	99.30%	
<p><b>Statutory Planning</b></p> <p><b>Decision Making</b></p> <p><i>Planning applications decided within required time frames</i></p> <p>[(Number of regular planning applications made within 60 days) + (Number of VicSmart planning applications decisions made within 10 days) / Number of planning application decisions made] x 100</p>	96.72%	58.70%	34.62%	100.00%	Relatively low volume of planning permit applications resulting in large percentage variances from year to year. Council consistently processes permit applications within timeframes
<p><b>Waste Collection</b></p> <p><b>Waste diversion</b></p> <p><i>Kerbside collection waste diverted from landfill</i></p> <p>[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100</p>	32.03%	31.08%	18.08%	29.58%	Issues with the disposal of co-mingled recycling in 2022/23 resulted in lower rate of diversion to landfill.

## Sustainable Capacity Indicators

For the year ended 30 June 2024

<b>Indicator/Measure</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Comments</b>
<b>Population</b> <i>Expenses per head of municipal population</i> [Total expenses / Municipal population]	\$5,088.84	\$4,821.94	\$5,735.35	\$5,517.22	
<b>Infrastructure per head of municipal population</b> [Value of infrastructure / Municipal population]	\$44,820.36	\$41,215.45	\$44,712.93	\$45,437.25	
<b>Population density per length of road</b> [Municipal population / Kilometres of local roads]	1.15	1.15	1.15	1.14	
<b>Own-source revenue</b> <i>Own-source revenue per head of municipal population</i> [Own-source revenue / Municipal population]	\$2,600.07	\$2,637.29	\$2,813.26	\$2,993.38	
<b>Recurrent grants</b> <i>Recurrent grants per head of municipal population</i> [Recurrent grants / Municipal population]	\$1,701.69	\$1,993.25	\$2,018.49	\$593.05	The full amount of the Commonwealth Financial Assistance Grants for 2023/24 were paid in advance in 2022/23 bringing the total to \$9.8 million. In 2023/24 this grant totalled \$355,000.
<b>Disadvantage</b> <i>Relative Socio-Economic Disadvantage</i> [Index of Relative Socio-Economic Disadvantage by decile]	3.00	3.00	3.00	3.00	Council is ranked in the mid-range of the SEIFA index, indicating high levels of disadvantage within the municipality.
<b>Workforce turnover</b> <i>Percentage of staff turnover</i> [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year]x100	10.6%	18.2%	27.0%	29.3%	High staff turnover has been experienced across the Local Government sector and the region during the financial year. Council's remote location continues to create challenges for recruiting and retaining staff.



## Financial Performance Indicators For the year ended 30 June 2024

Dimension/indicator/measure	Actual				Forecast				Comments
	2021	2022	2023	2024	2025	2026	2027	2028	
<b>Efficiency</b> <b>Expenditure level</b> Expenses per property assessment [Total expenses / Number of property assessments]	\$5,174.50	\$4,646.67	\$5,475.47	\$5,235.51	\$5,229.36	\$5,400.72	\$5,529.55	\$5,654.94	
<b>Revenue level</b> Average residential rate per residential property assessment [General Rates and Municipal Charges / Number of property assessments]	\$2,063.17	\$2,001.27	\$2,009.84	\$2,090.49	\$2,138.52	\$2,197.31	\$2,257.82	\$2,319.73	
<b>Liquidity</b> <b>Working capital</b> Current assets compared to current liabilities [Current assets / Current liabilities] x100	267.19%	303.18%	354.94%	376.98%	401.67%	338.54%	283.78%	197.82%	
<b>Unrestricted cash</b> Unrestricted cash compared to current liabilities [Unrestricted cash / Current liabilities] x100	36.48%	115.98%	78.65%	67.33%	351.08%	289.38%	235.33%	150.04%	At balance date Council held significant func in term deposit investments with maturitie greater than 3 months. These funds ar therefore classified as 'other financi assets', not cash.

Dimension/indicator/measure	Actual				Forecast				Comments
	2021	2022	2023	2024	2025	2026	2027	2028	
<b>Obligations</b> <b>Loans and borrowings</b> <i>Loans and borrowings compared to rates</i> [Interest bearing loans and borrowings / Rate revenue] x100	0%	0%	0%	0%	0%	0%	0%	0%	
<i>Loans and borrowings repayments compared to rates</i> [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100	0%	0%	0%	0%	0%	0%	0%	0%	
<b>Indebtedness</b> <i>Non-current liabilities compared to own source revenue</i> [Non-current liabilities / Own source revenue] x100	7.99%	6.41%	9.68%	7.48%	7.54%	7.73%	7.62%	7.51%	Non-current employee provisions reduced as Council withdrew from the provision of home support services and some long serving staff left Council's employ.
<b>Asset renewal and upgrade</b> <i>Asset renewal compared to depreciation</i> [Asset renewal expense / Asset depreciation] x100	134.83%	149.96%	81.07%	65.84%	154.53%	90.61%	90.64%	112.66%	Council capital expenditure in 2023/24 on new asset expenditure increased by 125%.
<b>Operating position</b> <b>Adjusted underlying result</b> <i>Adjusted underlying surplus (or deficit)</i> [Adjusted underlying surplus (deficit) / Adjusted underlying revenue] x100	-6.13%	-2.28%	13.87%	-44.33%	-19.33%	-23.25%	-23.01%	-22.62%	Council's underlying result over two year was distorted by the receipt of the full 2023/24 Commonwealth Financial Assistance Grants in the 2022/23 financial year and additional natural disaster grants in 2022/23.

Dimension/indicator/measure	Actual				Forecast				Comments
	2021	2022	2023	2024	2025	2026	2027	2028	
<p><b>Stability</b>  <b>Rates concentration</b>  <i>Rates compared to adjusted underlying Revenue</i>                      [Rate revenue / Adjusted underlying revenue] x100</p>	48.17%	49.92%	35.84%	65.00%	54.85%	56.37%	56.45%	56.54%	Underlying revenue was substantially reduced compared to 2022/23 as a result of not receiving any Commonwealth Financial Assistance Grants in 2023/24 and a reduction in other operating grants.
<p><b>Rates effort</b>  <i>Rates compared to property values</i>                      [Rate revenue / Capital improved value of rateable properties in the municipality] x100</p>	0.76%	0.68%	0.50%	0.37%	0.30%	0.28%	0.26%	0.25%	Rates are capped in accordance with the Fair Go Rate System while Council valuations have increased substantially in recent years.

### Definitions

**“Aboriginal child”** means a child who is an Aboriginal person

**“Aboriginal person”** has the same meaning as in the *Aboriginal Heritage Act 2006*

**“Adjusted underlying revenue”** means total income other than —

- a) non-recurrent grants used to fund capital expenditure; and
- b) non-monetary asset contributions; and
- c) contributions to fund capital expenditure from sources other than those referred to above

**“Adjusted underlying surplus (or deficit)”** means adjusted underlying revenue less total expenditure

**“Annual report”** means an annual report prepared by a council under section 98 of the Act

**“Asset renewal expenditure”** means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability

**“Asset upgrade expenditure”** means expenditure that - (a) enhances an existing asset to provide a higher level of service; or (b) extends the life of the asset beyond its original life

**“Critical non-compliance outcome notification”** means a notification received by council under section 19N(3) or (4) of the *Food Act 1984* , or advice given to council by an authorised officer under that Act, of a deficiency that poses an immediate serious threat to public health

**“Current assets”** has the same meaning as in the Australian Accounting Standards

**“Current liabilities”** has the same meaning as in the Australian Accounting Standards

**“Food premises”** has the same meaning as in the *Food Act 1984*

**“Intervention level”** means the level set for the condition of a road beyond which a council will not allow the road to deteriorate and will need to intervene

**“Local road”** means a sealed or unsealed road for which the council is the responsible road authority under the *Road Management Act 2004*

**“Major non-compliance outcome notification”** means a notification received by a council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorised officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken

**“MCH”** means the Maternal and Child Health Service provided by a council to support the health and development of children within the municipality from birth until school age

**“Non-current liabilities”** means all liabilities other than current liabilities

**“Own-source revenue”** means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)

**“Population”** means the resident population estimated by council

**“Rate revenue”** means revenue from general rates, municipal charges, service rates and service charges

**“Relative socio-economic disadvantage”**, in relation to a municipality, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipality is located according to the Index of Relative Socio-Economic Disadvantage of SEIFA

**“Restricted cash”** means cash, cash equivalents and financial assets, within the meaning of the Australian Accounting Standards, not available for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year

**“SEIFA”** means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its Internet website

**“Unrestricted cash”** means all cash and cash equivalents other than restricted cash.

## Other Information

For the year ended 30 June 2024

### 1. Basis of Preparation

Council is required to prepare and include a performance statement within its annual report. The performance statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations in the results. This statement has been prepared to meet the requirements of the *Local Government Act 2020* and *Local Government (Planning and Reporting) Regulations 2020*.

Where applicable the results in the performance statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from council information systems or from third parties (e.g. Australian Bureau of Statistics).

The performance statement presents the actual results for the current year and for the prescribed financial performance indicators and measures, the results forecast by the council's strategic resource plan. The *Local Government (Planning and Reporting) Regulations 2020* requires explanation of any material variations in the results contained in the performance statement. Council has adopted materiality thresholds relevant to each indicator and measure and explanations have not been provided for variations below the materiality thresholds unless the variance is considered to be material because of its nature.

The forecast figures included in the performance statement are those adopted by council in its 2024/25 Annual Budget on 26 June 2024 and which forms part of the Council plan. The Annual Budget includes estimates derived from the financial plan which are based on key assumptions about the future that were relevant at the time of adoption and aimed at achieving sustainability over the long term. Detailed information on the actual financial results is contained in the General Purpose Financial Statements. The Annual Budget and financial plan can be obtained by contacting Council.

## Certification of the Performance Statement

In my opinion, the accompanying performance statement has been prepared in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

.....  
David Anderson

**Principal Accounting Officer**

**Dated: xx October 2024**

In our opinion, the accompanying performance statement of the Buloke Shire Council for the year ended 30 June 2024 presents fairly the results of council's performance in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

The Performance Statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of the signing, we are not aware of any circumstances that would render any particulars in the Performance Statement to be misleading or inaccurate.

We have been authorised by the Council and by the *Local Government (Planning and Reporting) Regulations 2020* to certify this Performance Statement in its final form.

.....  
Alan Getley

**Councillor**

**Dated: xx October 2024**

.....  
Bronwyn Simpson

**Councillor**

**Dated: xx October 2024**

.....  
Wayne O'Toole

**Chief Executive Officer**

**Dated: xx October 2024**

## 8.4 ORGANISATIONAL REPORTS

### 8.4.1 SWIMMING POOL SEASON 2024/25

**Author's Title:** Director Community Development

**Department:** Community Development

**File No:** CP/19/01

**Relevance to Council Plan 2021 - 2025**

**Strategic Objective:** Our Community Wellbeing

#### PURPOSE

The purpose of this report is for Council to note that the 2024/25 Swimming Pool Season will open on Friday 22 November 2024 and close on Sunday 16 March 2025.

#### SUMMARY

Council has historically opened all seven of its swimming pools from mid-November to mid-March each year. The 2024/25 Swimming Pool Season is consistent with this approach, with the season opening on Friday 22 November 2024 and closing on Sunday 16 March 2025.

#### RECOMMENDATION

That Council:

1. Notes that the 2024/25 Swimming Pool Season will open on Friday 22 November 2024 and close on Sunday 16 March 2025.

**Attachments:** Nil

#### DISCUSSION

The 2024/2025 swimming pool season has been scheduled to align with the dates of previous years. Council Officers are currently undertaking preparations for another successful season with the recruitment of new Pool Lifeguards and a range of maintenance, repairs and improvements scheduled at each pool.

A maintenance schedule will be developed for each pool throughout the 2024/2025 pool season which may require the pools to be closed for maintenance on a rotating basis. The community will be advised of these days at the start of the pool season and/or within 48hrs for unexpected repairs required.

A training program for pool lifeguards is also being developed and will include topics such as Managing Challenging Behaviour, First Aid and Watch Around Water.

Council has also signed another annual agreement with Life Saving Victoria which will include a Pool Safety Assessment at the end of the 2024/2025 swimming pool season.

#### RELEVANT LAW

Not applicable



**RELATED COUNCIL DECISIONS**

Not applicable

**OPTIONS**

Not applicable

**SUSTAINABILITY IMPLICATIONS**

Not applicable

**COMMUNITY ENGAGEMENT**

A communication plan will be developed to inform the community of the 2024/25 Swimming Pool Season opening and closing dates, as well any events and activities held at the swimming pools and scheduled or unscheduled closures.

**INNOVATION AND CONTINUOUS IMPROVEMENT**

Not applicable

**COLLABORATION**

Officers have been working with Life Saving Victoria to prepare Councils seven swimming pools and its Pool Lifeguard Teams for the 2024/25 Swimming Pool Season.

**FINANCIAL VIABILITY**

The 2024/25 Annual Budget allocates funds towards the operational and capital expenditure that is required to provide and maintain Councils aquatic facilities and services.

**REGIONAL, STATE AND NATIONAL PLANS AND POLICIES**

*Local Government Act 2020*

**COUNCIL PLANS AND POLICIES**

Buloke Shire Long Term Community Vision and Council Plan 2021-2025

**TRANSPARENCY OF COUNCIL DECISIONS**

Not applicable to this report.

**CONFLICTS OF INTEREST**

No officer involved in the preparation of this report has a conflict of interest.

**8.5        REPORTS FROM COUNCILLORS**

Nil

**9. OTHER BUSINESS**

**9.1 NOTICES OF MOTION**

Nil

**9.2 QUESTIONS FROM COUNCILLORS**

Nil

**9.3 URGENT BUSINESS**

Nil

**9.4 ANY OTHER BUSINESS**

**9.5 MATTERS WHICH MAY EXCLUDE THE PUBLIC****RECOMMENDATION:**

That pursuant to section 66(1) and (2)(a) of the *Local Government Act 2020* the meeting be closed to the public to consider the following reports that are considered to contain confidential information on the grounds provided in section 3(1) of the *Local Government Act 2020* as indicated:

- |       |  |   |
|-------|--|---|
| 9.5.1 | CONTRACT NO C125 2024/25 –<br>AGRN1037 FLOOD RECOVERY WORKS<br>– MAJOR PATCHING PACKAGE CE-0004<br>& CE-0005 | (h) confidential meeting information, being the records of meetings closed to the public under section 66(2)(a)<br><br>Contractural Information |
|-------|--|---|

**RECOMMENDATION:**

That Council reopens the meeting to the public pursuant to section 66(1) and (2)(a) of the *Local Government Act 2020*.

**10. MEETING CLOSE**