



Notice is given that a Meeting of Council will be held on:

Date: Wednesday, 26 April 2023
Time: 3.00pm
Location: Loddon Shire Council Chambers,
Wedderburn

AGENDA

Council Meeting

Order Of Business

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OPENING COMMENT

This meeting is being recorded and audio streamed via the Council website and Facebook.

1 OPENING AFFIRMATION

“We, the Councillors of the Loddon Shire, declare that we will carry out our duties in the best interests of the community, and through collective leadership will maintain the highest standards of good governance.”

2 ACKNOWLEDGEMENT OF COUNTRY

“The Loddon Shire Council acknowledges the Traditional Custodians of the land on which we are gathered and pays its respects to their Elders both past and present.”

3 APOLOGIES**4 DECLARATIONS OF CONFLICT OF INTEREST**

5 PREVIOUS MINUTES**5.1 CONFIRMATION OF MINUTES**

File Number: FOL/19/45615
Author: Lisa Clue, Manager Governance
Authoriser: Lincoln Fitzgerald, Chief Executive Officer
Attachments: Nil

RECOMMENDATION

That Council confirm the Minutes of the following meetings as previously circulated to Councillors:

1. Council Briefing of 28 March 2023
2. Council Meeting of 28 March 2023
3. Council Forum of 11 April 2023.

REPORT

This report seeks Council confirmation of Minutes from the March 2023 Council Briefing and Council Meeting, and April 2023 Council Forum as previously circulated to Councillors.

6 ADVISORY MEETINGS**6.1 RECORD OF ADVISORY MEETINGS**

File Number: 02/01/001
Author: Lisa Clue, Manager Governance
Authoriser: Lincoln Fitzgerald, Chief Executive Officer
Attachments: Nil

RECOMMENDATION

That Council confirm records of the following as detailed within this report :

1. Council Briefing 28 March 2023
2. Council Forum 11 April 2023

Rule 51 of Council's Governance Rules requires a record of Councillor briefings, Councillor forums and advisory committees to be confirmed at scheduled Council meetings, and that the record include:

- a) a record of which Councillors attended the meeting;
- b) a summary of the matters considered in the meeting; and
- c) a record of any conflicts of interest disclosed by Councillors.

This report seeks confirmation of the following meetings and forums, conducted since the last scheduled meeting of Council and detailed within this report:

1. Council Briefing 28 March 2023
2. Council Forum 11 April 2023

Meeting details	Briefing
Date	28 March 2023
Councillor Attendees	Cr Beattie Cr Holt Cr Jungwirth Cr Murphy Cr Straub
Staff/Stakeholder representatives	Lincoln Fitzgerald, Chief Executive Officer Wendy Gladman, Director Community Wellbeing Steven Phillips, Director Operations Amanda Wilson, Director Corporate Lisa Clue, Manager Governance Tracy Hunt, Governance Coordinator Deanne Caserta, Manager Financial Services (for items 1 and 2 below) Carly McNaulty, Procurement Coordinator and Graeme Gilmore, Contracts Supervisor (for item 3 below)
Items discussed.	<ol style="list-style-type: none"> 1. Draft Fees and Charges 2023/24 2. Review of the Procurement Policy v12 3. Land and Building Development Projects Policy 4. PA 5711 – Use and development of a dwelling at Lot 1 Newbridge Road, Newbridge – Lodgement of amended plans 5. Correspondence regarding Gazania linearis spread on roadsides 6. Council’s submission on the AEMO VNI West project
Conflict of Interest Disclosures - Councillor/officer making disclosure	Nil
Councillor/officer left room	N/A

Meeting details	Forum
Date	11 April 2023
Councillor Attendees	Cr Beattie Cr Holt Cr Jungwirth Cr Murphy Cr Straub
Staff/Stakeholder representatives	Lincoln Fitzgerald, Chief Executive Officer Wendy Gladman, Director Community Wellbeing Steven Phillips, Director Operations Amanda Wilson, Director Corporate Lisa Clue, Manager Governance Deanne Caserta, Manager Financial Services (for items 2 and 3 below) Adam Place, General Manager, Victorian Operations of Catalyst Ltd and Stephen Adamthwaite, Manager Earth Resources Regulation, DEECA (for item 4 below) David Stretch, Manager Tourism and Economic Development (for items 6 and 8 below)
Items discussed.	<ol style="list-style-type: none"> 1. CEO and Councillor discussion 2. Draft Annual Budget 2023/24 3. Review of the Procurement Policy v12 4. Catalyst Metals Project Update 5. Draft Community Support Policy for Consideration 6. Tourism and Economic Development – Work Plan 7. Legislative Council Environment and Planning Committee – Inquiry into the 2022 Flood Event in Victoria 8. Wedderburn Housing Development Stage 2, Yelka Street 9. Bendigo Bank closures 10. Proposed Notice of Motion 11. Dr Anne Webster MP visit to Boort 12. Timing of further budget discussion
Conflict of Interest Disclosures - Councillor/officer making disclosure	CEO, Lincoln Fitzgerald – Material Conflict of Interest – Agenda Item 3.8 (item 8 above)
Councillor/officer left room	No

7 REVIEW OF ACTIONS**7.1 REVIEW OF ACTIONS**

File Number: 02/01/002
Author: Lisa Clue, Manager Governance
Authoriser: Lincoln Fitzgerald, Chief Executive Officer
Attachments: 1. Resolutions acted upon since the March 2023 Council meeting

RECOMMENDATION

That Council receive and note resolutions acted upon since the March 2023 Council meeting as attached to this report.

CONFLICT OF INTEREST

There is no conflict of interest for any Council staff member involved in the preparation of this report, or involved in the subject matter of the report.

REPORT

A document containing the status of actions from Council meeting resolutions is attached to this report.

There were no outstanding actions from Council meeting resolutions prior to March 2023.

All actions from March 2023 Council meeting resolutions have been completed.

Council resolutions acted upon since the March 2023 Council Meeting

Meeting	Officer/Director	Section	Subject
Council 28/03/2023	Fitzgerald, Lincoln Fitzgerald, Lincoln	Decision Reports	VNI West Consultation Report - Options Assessment
RESOLUTION 2023/38			
Moved: Cr Wendy Murphy			
Seconded: Cr Gavan Holt			
That Council authorise the Mayor to submit a response to the VNI West Consultation Report on behalf of Loddon Shire Council including but not limited to the following items:			
<ol style="list-style-type: none"> 1. Council understands the importance of a reliable energy network to the Victorian and Australian community. 2. Consultation has not met the expectations of our community. We expect people to be meaningfully engaged and informed of issues which may impact upon them. 3. Loddon Shire is within the Murray Renewable Energy Zone (REZ) and seeks the highest capacity transmission to enable additional power generation and therefore value sharing to our community. 4. Loddon Shire Council is opposed to transmission lines crossing multiple areas of our municipality with a preference for consolidation on a single alignment with minimal impact. 5. Council requests AVP provide clear information to land owners about the impact transmission lines will have upon their rights, particularly any limitations on farming operations. 			
CARRIED			
18 Apr 2023 3:00pm Colls, Renae			
Councillor Dan Straub, Mayor provided a submission on behalf of Loddon Shire Council on 05/04/2023			
18 Apr 2023 3:01pm Colls, Renae - Completion			
Completed by Colls, Renae on behalf of Fitzgerald, Lincoln (action officer)			

Council resolutions acted upon since the March 2023 Council Meeting

Meeting	Officer/Director	Section	Subject
Council 28/03/2023	Scullie, Paul Gladman, Wendy	Confidential Items	Major Recreation Reserve Floodlighting Upgrade - Mitiamo and Calivil
RESOLUTION 2023/29			
Moved: Cr Wendy Murphy			
Seconded: Cr Neil Beattie			
That Council			
<ol style="list-style-type: none"> 1. Award the contract for the construction of new floodlighting to the ovals at the Mitiamo and Calivil Recreation Reserves to DeAraugo & Lea Electrical Contractors for \$446,800.00; and 2. Authorise the Chief Executive Officer to undertake the necessary administrative actions to complete the floodlighting upgrade project. 			
CARRIED			
06 Apr 2023 11:05am Scullie, Paul			
C560 contract agreement has been signed by both parties effective 4 April 2023.			
06 Apr 2023 11:18am Scullie, Paul - Completion			
Completed by Scullie, Paul			

Council resolutions acted upon since the March 2023 Council Meeting

Meeting	Officer/Director	Section	Subject
Council 28/03/2023	Cooper, Adam Phillips, Steven	Confidential Items	C553 - Footpath Construction 2022-2023
<p>RESOLUTION 2023/30</p> <p>Moved: Cr Neil Beattie Seconded: Cr Linda Jungwirth</p> <p>That Council</p> <ol style="list-style-type: none"> 1. Award Contract 553 – Footpath Construction 2022-2023 to Maine Civil. 2. Authorise the Chief Executive Officer to undertake the necessary administrative actions to complete the contract documents. 3. Authorise an increase in budget of \$111,579 for the projects associated with Contract 553 to be funded from reallocation of funding and underspend from existing capital works projects, and to be allocated against the projects as per the table in this report. <p style="text-align: right;">CARRIED</p> <p>14 Apr 2023 11:02am Cooper, Adam Procurement acceptance letter sent on 4/4/23, Procurement arranging contract agreement for signing by contractor</p> <p>14 Apr 2023 11:03am Cooper, Adam - Completion Completed by Cooper, Adam (action officer)</p>			

Council resolutions acted upon since the March 2023 Council Meeting

Meeting	Officer/Director	Section	Subject
Council 28/03/2023	Colls, Renae Fitzgerald, Lincoln	Decision Reports	Land & Building Development Projects Policy
<p>RESOLUTION 2023/37</p> <p>Moved: Cr Gavan Holt Seconded: Cr Neil Beattie</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Adopt the new Land & Building Development Projects Policy as attached to this report. 2. Authorise Council staff to undertake administrative updates throughout the life of the policy. <p style="text-align: right;">CARRIED</p> <p>18 Apr 2023 2:58pm Colls, Renae Policy has been provided to Governance department for administration and finalisation and uploading to Council's website</p> <p>18 Apr 2023 2:59pm Colls, Renae - Completion Completed by Colls, Renae (action officer)</p>			

Council resolutions acted upon since the March 2023 Council Meeting

Meeting	Officer/Director	Section	Subject
Council 28/03/2023	Caserta, Deanne Wilson, Amanda	Decision Reports	Audit and Risk Committee Remuneration Report
<p>RESOLUTION 2023/34</p> <p>Moved: Cr Gavan Holt Seconded: Cr Linda Jungwirth</p> <p>That Council:</p> <ol style="list-style-type: none"> increases the quarterly remuneration paid to independent members of the Audit and Risk Committee to \$545.00, effective the quarter commencing 1 May 2023 maintains payment of an extra quarter remuneration to the Chair during a one year term maintains a travel reimbursement for independent members of the Audit and Risk Committee, paid at the rate that Councillors are reimbursed for travel. <p style="text-align: right;">CARRIED</p> <p>05 Apr 2023 4:53pm Caserta, Deanne Purchase orders raised for 2023/24 financial year and additional allocation for the chair.</p> <p>05 Apr 2023 4:55pm Caserta, Deanne - Completion Completed by Caserta, Deanne (action officer)</p>			

Council resolutions acted upon since the March 2023 Council Meeting

Meeting	Officer/Director	Section	Subject
Council 28/03/2023	Coombes, Christine Fitzgerald, Lincoln	Decision Reports	Bridgewater and Wedderburn Caravan Park leasing
<p>RESOLUTION 2023/35</p> <p>Moved: Cr Linda Jungwirth Seconded: Cr Wendy Murphy</p> <p>That Council authorise the Chief Executive Officer to undertake all necessary administrative actions required to execute the leases for the Bridgewater and Wedderburn Caravan Parks.</p> <p style="text-align: right;">CARRIED</p> <p>11 Apr 2023 2:40pm Coombes, Christine The expression of interest period for the leases has been extended to the end of April to ensure competitive prices are demonstrated. Once this period is complete, the leases will be assessed to enable to the administration of required documentation to be completed by the Chief Executive Officer.</p> <p>11 Apr 2023 2:43pm Coombes, Christine - Completion Completed by Coombes, Christine (action officer)</p>			

Council resolutions acted upon since the March 2023 Council Meeting

Meeting	Officer/Director	Section	Subject
Council 28/03/2023	Johnston, Louise Phillips, Steven	Decision Reports	PA 5711 - Use and development of a dwelling at Lot 1 Newbridge Road, Newbridge - Lodgement of Amended plans
RESOLUTION 2023/36			
Moved: Cr Linda Jungwirth Seconded: Cr Neil Beattie			
That Council acknowledge receipt of amended plans in respect to VCAT application P1246/2022, PA5711 for the use and development of a dwelling and new road access into a Transport Road Zone 2 at Lot 1, Newbridge Road, Newbridge and advise the Tribunal as follows:			
(a) Council will continue to rely on the grounds as stated in the Notice of Refusal to Grant Planning Permit 5711 already filed with the Tribunal.			
CARRIED			
05 Apr 2023 5:37pm Johnston, Louise Resolution actioned			
18 Apr 2023 3:55pm Johnston, Louise - Completion Completed by Johnston, Louise (action officer)			

8 MAYORAL REPORT

8.1 MAYORAL REPORT

File Number: 02/01/001
Author: Lisa Clue, Manager Governance
Authoriser: Lincoln Fitzgerald, Chief Executive Officer
Attachments: Nil

RECOMMENDATION

That Council receive and note the Mayoral Report.

REPORT

The Mayor will present a verbal report at the meeting.

Cr Straub

Loddon Campaspe Councils	
Murray River Group of Councils	
North Central Goldfields Regional Library	
North Central Local Learning and Employment Network	
Rural Councils Victoria	
Section 65 Community Asset Committees:	
East Loddon Community Centre	
Pyramid Hill Memorial Hall	
Other Council activities	
Date	Activity

9 COUNCILLORS' REPORT

9.1 COUNCILLORS' REPORTS

File Number: 02/01/001
Author: Lisa Clue, Manager Governance
Authoriser: Lincoln Fitzgerald, Chief Executive Officer
Attachments: Nil

RECOMMENDATION

That Council receive and note the Councillors' reports.

REPORT

Each Councillor will present a verbal report at the meeting.

Cr Beattie

Rail Freight Alliance	
Section 65 Community Asset Committees:	
Boort Aerodrome	
Boort Memorial Hall	
Boort Park	
Korong Vale Mechanics Hall	
Korong Vale Sports Centre	
Little Lake Boort	
Yando Public Hall	
Other Council activities	
Date	Activity

Cr Holt

Municipal Association of Victoria	
Audit and Risk Committee	
Section 65 Community Asset Committees:	
Donaldson Park	
Wedderburn Community Centre	
Wedderburn Engine Park and Market Square Reserve	
Wedderburn Mechanics and Literary Institute Hall	
Hard Hill Tourist Reserve	
Other Council activities	
Date	Activity

Cr Jungwirth

Australia Day Committee	
Central Victorian Greenhouse Alliance	
Municipal Emergency Management Planning Committee	
Other Council activities	
Date	Activity

Cr Murphy

Calder Highway Improvement Committee	
Local Government Women’s Charter	
Healthy Minds Network	
Section 65 Community Asset Committees:	
Campbells Forest Hall	
Inglewood Community Sports Centre	
Inglewood Community Elderly Persons Units	
Inglewood Town Hall Hub	
Other Council activities	
Date	Activity

10 DECISION REPORTS**10.1 PLANNING PERMIT APPLICATION 5850 - DEVELOPMENT OF FOUR DWELLINGS AND A FOUR LOT SUBDIVISION AT 71 SULLIVAN STREET, INGLEWOOD****File Number:****Author:** Louise Johnston, Acting Manager Development and Compliance**Authoriser:** Steven Phillips, Director Operations**Attachments:**

1. Planning Application 5850 - Decision Report
2. Planning Application 5850 - Proposed Plans

RECOMMENDATION

That the Responsible Authority having considered all matters which the Planning and Environment Act, 1987, requires it to consider, decides to issue a Notice of Decision to grant a planning permit 5850 to develop the land for four dwellings and a four lot subdivision at 71 Sullivan Street, Inglewood subject to the following conditions:

1. AMENDED PLANS REQUIRED

Before the development start(s), amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with *the plans submitted with the application* but modified to show:

- a) All windows on the south elevation of dwellings 2 & 4 must be frosted glass to the satisfaction of the Responsible Authority

2. LAYOUT NOT ALTERED

The layout of the development on the endorsed plans must not be altered without the written consent of the Responsible Authority.

3. SUBDIVISION LAYOUT

The subdivision, as shown on the endorsed plan(s), must not be altered without the prior written consent of the Responsible Authority.

4. COMPLETION OF LANDSCAPING

Before the occupation of the development starts or by such later date as is approved by the Responsible Authority in writing, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the Responsible Authority.

5. LANDSCAPING MAINTENANCE

The landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged plants are to be replaced.

6. MINIMISING GLARE

The exterior colour and cladding of the building(s) must be of a non-reflective nature to the satisfaction of the Responsible Authority.

7. CONTROL OF LIGHT SPILL

External lighting must be designed, baffled and located so as to prevent any adverse effect on adjoining land to the satisfaction of the Responsible Authority.

8. MATERIALS

All external materials must be non-reflective and finished in natural colours or shades to the satisfaction of the Responsible Authority.

9. ENGINEERING PLANS

Prior to commencement of any construction works associated with the subdivision and the development, detailed access & drainage construction plans must be submitted to and approved by Council. When approved, the plans will be endorsed and form part of the permit. The engineering plans must accord with the Infrastructure Design Manual. All works constructed or carried out must be in accordance with those approved plans and completed to a standard satisfactory to Council prior to the issuing of Statement of Compliance.

10. DRAINAGE

The whole of the subject land, including landscaped and paved areas, must be graded and drained to the satisfaction of the council as the responsible drainage authority so as to prevent the discharge of water from the subject land across any road or onto any adjoining land.

Prior to the design of any internal drainage system the owner/applicant must submit a Property Information Request and be issued a Legal Point of Discharge Permit to discharge stormwater.

11. SEDIMENT POLLUTION CONTROL

The developer must restrict sediment discharges from any construction sites within the land in accordance with Construction Techniques for Sediment Pollution Control (EPA 1991) and Environmental Guidelines for Major Construction Sites (EPA 1995).

12. CONSENT FOR CONSTRUCTIONS

Prior to the commencement of any works on the road reserve the owner/applicant must submit a Works in a Road Reserve application and be issued a permit to occupy the road for works.

13. INFRASTRUCTURE STATUS

All existing road reservation assets are to be protected and maintained throughout the works including all utilities and services. Any damage is to be restored prior to issuing of statement of compliance.

The internal driveway access shall be constructed to appropriate engineering standards approved by Council along with appropriate cut off table drains and cross culverts.

14. STATEMENT OF COMPLIANCE

Prior to issue of a Statement of Compliance for the subdivision, drainage, access and driveway works must be completed to satisfaction of Council in accordance with the approved plans.

15. COLIBAN WATER

The owner is required to provide reticulated water and sewerage services to each of the lots within the subdivision and comply with any requirements arising from any effect of the proposed development on Coliban Water assets. Services are to be provided in accordance with our specifications. Sewer mains extension will be required in the common property to provide sewerage services to each of the lots proposed in this subdivision.

All Coliban Water assets within the subdivision, both existing and proposed, are to be protected by an easement in favour of Coliban Region Water Corporation.

Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must make payment to Coliban Water of New Customer Contributions (NCCs). These contributions are based upon the number of additional allotments connected (or to be connected) to Coliban Water's water, sewer or recycled water networks. A quote will be supplied to the owner on the referral of the Certified plan of subdivision.

16. POWERCOR

This letter shall be supplied to the applicant in its entirety.

The plan of subdivision submitted for certification under the Subdivision Act 1988 shall be referred to the Distributor in accordance with Section 8 of that Act.

The applicant shall provide an electricity supply to all lots in the subdivision in accordance with the Distributor's requirements and standards.

Notes: Extension, augmentation or rearrangement of the Distributor's electrical assets may be required to make such supplies available, with the cost of such works generally borne by the applicant.

The applicant shall ensure that existing and proposed buildings and electrical installations on the subject land are compliant with the Victorian Service and Installation Rules (VSIR).

Notes: Where electrical works are required to achieve VSIR compliance, a registered electrical contractor must be engaged to undertake such works.

17. TELECOMMUNICATION SERVICES

The owner of the land must enter into an agreement with:

- a telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and
- a suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:

- a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and
- a suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

18. PROVISION OF SERVICES

The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities, electricity and gas services to each lot shown on the approved plan in accordance with the authority's requirements and relevant legislation at the time.

All existing and proposed easements and sites for existing or required utility services and roads on the land must be set aside in the plan of subdivision submitted for certification in favour of the relevant authority for which the easement or site is to be created.

The plan of subdivision submitted for certification under the Subdivision Act 1988 must be referred to the relevant authority in accordance with Section 8 of that Act.

19. PERMIT EXPIRY

This permit will expire if the permitted development is not started within two years of the date of this permit, or is not completed within four years of that date.

The Responsible Authority may extend these periods if a request is made in writing before the permit expires, or within six months afterwards (for a request to extend the time to commence the development) or twelve months after the permit expires (for a request to extend the time to complete the development).

20. SUBDIVISION EXPIRY

This permit will expire if the plan of subdivision is not certified within two years of the date of this permit.

The responsible authority may extend this period if a request is made in writing before the permit expires, or within six months afterwards.

Under section 7 of the Subdivision Act 1988, the plan of subdivision must be registered within five years of the date of certification.

CONFLICT OF INTEREST

There is no conflict of interest for any Council staff member involved in the preparation of this report, or involved in the subject matter of the report.

PREVIOUS COUNCIL DISCUSSION

There have been no previous Council discussions on this matter.

BACKGROUND

The application was lodged on 21 December, 2022 for the development of four dwellings and a four lot subdivision at 71 Sullivan Street, Inglewood.

The application was advertised to adjoining and adjacent landowners and a notice placed on the site, two objections have been received, including a petition with seven signatures.

The application was externally referred to Powercor and Coliban Water and internally to Council's Engineering Department, who all have provided conditional consent.

In response to the objections received, the Applicant lodged amended plans that made changes to the design to try to address Objectors concerns.

The amended plans were circulated to objectors, no additional concerns have been raised and no objections have been withdrawn.

The report has assessed the amended plans.

The application is considered to achieve compliance with the relevant policies and provisions of the Loddon Planning Scheme as they relate to infill development and settlement as demonstrated in this report.

It is recommended that a Notice of Decision to grant a planning permit be issued.

ISSUES/DISCUSSION

Under the Planning and Environment Act 1987 (the Act) the Minister of Planning delegates a municipal council power to become the planning authority for any planning scheme in force in its municipal district.

A municipal council is obligated to enforce and administer the relevant Planning Scheme and must use the scheme to determine applications. The Loddon Planning Scheme is the relevant Planning Scheme for Council. An application is referred to Council for determination, which:

- receive one or more objections, and/or
- are to be recommended for refusal by the Planning officer.

Pursuant to Section 52 of the Planning and Environment Act 1987, notices were sent to owners and occupiers of adjoining land as well as land opposite and surrounding the site. Council has received two objections as the result of the public notification and as such, the matter is being brought to Council for determination. A decision report detailing this application has been prepared and can be found in Attachment 1 and the proposed plans can be found in Attachment 2.

COST/BENEFITS

There are various costs associated with having a delegated Planning Officer consider an application and make a recommendation as well as with the time of the Councillors to consider this recommendation.

The benefits associated with this report is the ability of Council to fulfil its requirement under law and provide the community with a statutory service that delivers well-managed and appropriate development.

RISK ANALYSIS

The risks of Council not fulfilling its statutory obligation under the Act include:

- inappropriate use and development which could endanger life and property
- Council's reputation as a Responsible Authority
- breaches of the Planning & Environment Act 1987 requiring compliance action.

CONSULTATION AND ENGAGEMENT

Refer to the decision report for further detail on the application.

LODDON SHIRE COUNCIL

**DECISION REPORT 5850:
Development of four (4) dwellings
and a four (4) lot subdivision at 71
Sullivan Street, Inglewood**



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SUMMARY

Application Number: 5850

Applicant: Regional Home Builders

Subject Land: 71 Sullivan Street, Inglewood

Owner: Fud Property Group Pty Ltd

Zone: Township Zone (TZ)

Overlay(s): Heritage Overlay – Ho59

Existing use: Vacant land

Proposal: Development of four dwellings and a four lot subdivision

The following dot points provide a summary of the application:

- The application was lodged on 21 December, 2022 for the development of four dwellings and a four lot subdivision at 71 Sullivan Street, Inglewood.
- The application was advertised to adjoining and adjacent landowners and a notice placed on the site, two objections have been received, including a petition with seven signatures.
- The application was externally referred to Powercor and Coliban Water and internally to Council's Engineering Department, who all have provided conditional consent.
- In response to the objections received, the Applicant lodged amended plans that made changes to the design to try to address objectors concerns.
- The amended plans were circulated to objectors, no additional concerns have been raised and no objections have been withdrawn.
- The report has assessed the amended plans.
- The application is considered to achieve compliance with the relevant policies and provisions of the Loddon Planning Scheme as they relate to infill development and settlement as demonstrated in this report.
- It is recommended that a Notice of Decision to grant a planning permit be issued.

1 RECOMMENDATION

That the Responsible Authority having considered all matters which the Planning and Environment Act, 1987, requires it to consider, decides to issue a Notice of Decision to grant a planning permit 5850 to develop the land for four dwellings and a four lot subdivision at 71 Sullivan Street, Inglewood subject to the following conditions:

1. AMENDED PLANS REQUIRED

Before the development start(s), amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with *the plans submitted with the application* but modified to show:

- a) All windows on the south elevation of dwellings 2 & 4 must be frosted glass to the satisfaction of the Responsible Authority

2. LAYOUT NOT ALTERED

The layout of the development on the endorsed plans must not be altered without the written consent of the Responsible Authority.

3. SUBDIVISION LAYOUT

The subdivision, as shown on the endorsed plan(s), must not be altered without the prior written consent of the Responsible Authority.

4. COMPLETION OF LANDSCAPING

Before the occupation of the development starts or by such later date as is approved by the Responsible Authority in writing, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the Responsible Authority.

5. LANDSCAPING MAINTENANCE

The landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged plants are to be replaced.

6. MINIMISING GLARE

The exterior colour and cladding of the building(s) must be of a non-reflective nature to the satisfaction of the Responsible Authority.

7. CONTROL OF LIGHT SPILL

External lighting must be designed, baffled and located so as to prevent any adverse effect on adjoining land to the satisfaction of the Responsible Authority.

8. MATERIALS

All external materials must be non-reflective and finished in natural colours or shades to the satisfaction of the Responsible Authority.

9. ENGINEERING PLANS

Prior to commencement of any construction works associated with the subdivision and the development, detailed access & drainage construction plans must be submitted to and approved by Council. When approved, the plans will be endorsed and form part of the permit.

The engineering plans must accord with the Infrastructure Design Manual. All works constructed or carried out must be in accordance with those approved plans and completed to a standard satisfactory to Council prior to the issuing of Statement of Compliance.

10. DRAINAGE

The whole of the subject land, including landscaped and paved areas, must be graded and drained to the satisfaction of the council as the responsible drainage authority so as to prevent the discharge of water from the subject land across any road or onto any adjoining land.

Prior to the design of any internal drainage system the owner/applicant must submit a Property Information Request and be issued a Legal Point of Discharge Permit to discharge stormwater.

11. SEDIMENT POLLUTION CONTROL

The developer must restrict sediment discharges from any construction sites within the land in accordance with Construction Techniques for Sediment Pollution Control (EPA 1991) and Environmental Guidelines for Major Construction Sites (EPA 1995).

12. CONSENT FOR CONSTRUCTIONS

Prior to the commencement of any works on the road reserve the owner/applicant must submit a Works in a Road Reserve application and be issued a permit to occupy the road for works.

13. INFRASTRUCTURE STATUS

All existing road reservation assets are to be protected and maintained throughout the works including all utilities and services. Any damage is to be restored prior to issuing of statement of compliance.

The internal driveway access shall be constructed to appropriate engineering standards approved by Council along with appropriate cut off table drains and cross culverts.

14. STATEMENT OF COMPLIANCE

Prior to issue of a Statement of Compliance for the subdivision, drainage, access and driveway works must be completed to satisfaction of Council in accordance with the approved plans.

15. COLIBAN WATER

The owner is required to provide reticulated water and sewerage services to each of the lots within the subdivision and comply with any requirements arising from any effect of the proposed development on Coliban Water assets. Services are to be provided in accordance with our specifications. Sewer mains extension will be required in the common property to provide sewerage services to each of the lots proposed in this subdivision.

All Coliban Water assets within the subdivision, both existing and proposed, are to be protected by an easement in favour of Coliban Region Water Corporation.

Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must make payment to Coliban Water of New Customer Contributions (NCCs). These contributions are based upon the number of additional allotments connected (or to be connected) to Coliban Water's water, sewer or recycled water networks. A quote will be supplied to the owner on the referral of the Certified plan of subdivision.

16. POWERCOR

This letter shall be supplied to the applicant in its entirety.

The plan of subdivision submitted for certification under the Subdivision Act 1988 shall be referred to the Distributor in accordance with Section 8 of that Act.

The applicant shall provide an electricity supply to all lots in the subdivision in accordance with the Distributor's requirements and standards.

Notes: Extension, augmentation or rearrangement of the Distributor's electrical assets may be required to make such supplies available, with the cost of such works generally borne by the applicant.

The applicant shall ensure that existing and proposed buildings and electrical installations on the subject land are compliant with the Victorian Service and Installation Rules (VSIR).

Notes: Where electrical works are required to achieve VSIR compliance, a registered electrical contractor must be engaged to undertake such works.

17. TELECOMMUNICATION SERVICES

The owner of the land must enter into an agreement with:

- a telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and
- a suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:

- a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and
- a suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

18. PROVISION OF SERVICES

The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities, electricity and gas services to each lot shown on the approved plan in accordance with the authority's requirements and relevant legislation at the time.

All existing and proposed easements and sites for existing or required utility services and roads on the land must be set aside in the plan of subdivision submitted for certification in favour of the relevant authority for which the easement or site is to be created.

The plan of subdivision submitted for certification under the Subdivision Act 1988 must be referred to the relevant authority in accordance with Section 8 of that Act.

19. PERMIT EXPIRY

This permit will expire if the permitted development is not started within two years of the date of this permit, or is not completed within four years of that date.

The Responsible Authority may extend these periods if a request is made in writing before the permit expires, or within six months afterwards (for a request to extend the time to commence the development) or twelve months after the permit expires (for a request to extend the time to complete the development).

20. SUBDIVISION EXPIRY

This permit will expire if the plan of subdivision is not certified within two years of the date of this permit.

The responsible authority may extend this period if a request is made in writing before the permit expires, or within six months afterwards.

Under section 7 of the Subdivision Act 1988, the plan of subdivision must be registered within five years of the date of certification.

2 DISCUSSION

2.1 The Site & Locality

The site is 71 Sullivan Street, Inglewood, identified as Lot 3, PS 713237. The land has a 29.4 metre frontage to Sullivan Street, 60.3 metre lengths along its north and south boundaries, having a total area of 1760sqm. There is a 10 metre wide easement located at the rear of the land designated for drainage and storm water channel, incorporating a stone drainage channel. The land is vacant and contains scattered trees and vegetation.

Adjoining the land to the north is a single dwelling and to the south is the Inglewood Primary School. Opposite the site in Sullivan Street, the lots are developed with single dwellings. Saint Augustine's Hall and Church are located within close proximity to the subject site at the northern end of Sullivan Street.

The site is centrally located within the Inglewood Township, being walking distance to the Inglewood Post Office and Brooke Street, containing the Inglewood supermarket and retail premises.



Aerial photo of subject site Source: Loddon Pozi GIS system

2.2 Site History

There is no relevant planning permit site history

2.3 Proposal

The application seeks to develop four dwellings on the land and a four-lot subdivision. The design of the development would comprise two, two bedroom dwellings fronting Sullivan Street and two three-bedroom dwellings located behind, all being accessed from Sullivan Street by a common property access driveway. All dwellings have open plan living areas and secluded private open spaces having a north easterly orientation. The dwellings are of a traditional design incorporating a pitched roof form and including the use of timber weatherboards, face brickwork and colourbond cladding for the walls and colourbond roof sheeting. All dwellings have under cover car parking, one space each for the two bedroom dwellings and two spaces for the three bedroom dwellings. A 1.8 metre high colourbond fence is proposed around the perimeter of the site, with the exception of the southern boundary having a 2 metre high fence abutting Inglewood primary.

Landscaping is proposed within the open areas of the dwellings including the communal driveway and trees within the front setback areas of dwellings 1 & 2

The dwellings are proposed to be setback:

- 9 metres from Sullivan Street.
- Dwelling 1 – 1.4m from the northern boundary.
- Dwelling 2 – 1.8m from the southern boundary.
- Dwelling 3 – 2.25m from the northern boundary.
- Dwelling 4 – 2.313 from the southern boundary.

All dwellings are single story and the development has a 39.2% site coverage.

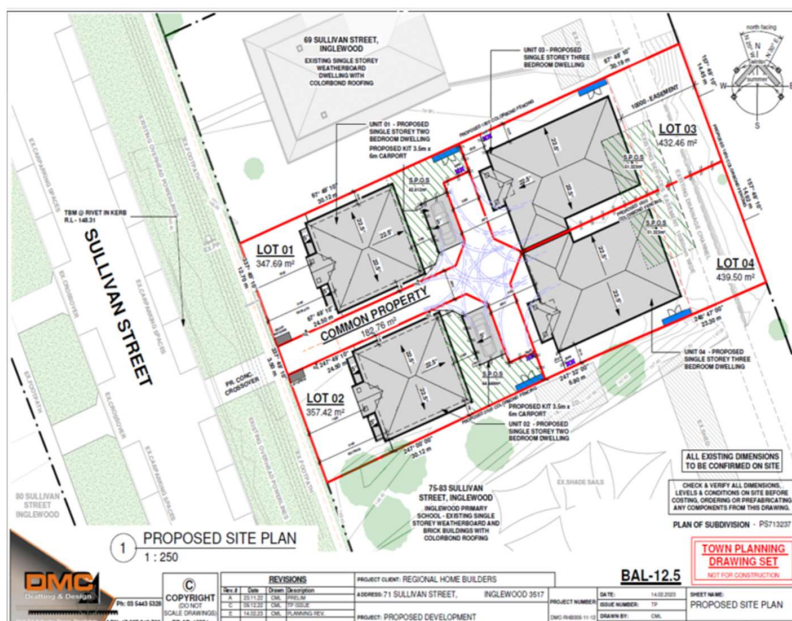
The proposal includes the subdivision of the land into four lots as follows:

- Lot 1 – 347.69sqm
- Lot 2 – 357.42sqm
- Lot 3 -- 432sqm
- Lot 4 – 439.50sqm

A common property area of 182.76sqm is proposed to provide vehicular access to each of the dwellings from Sullivan Street.

The applicant did lodge amended plans on Wednesday 1 March 2023 that included the following changes to the development:

- Use of timber weatherboard cladding to Units 1 & 2
- Inclusion of front verandahs to Units 1 & 2
- A 2-metre fence along the southern boundary abutting Inglewood Primary.



Site plan source: Application documents

2.4 Cultural Sensitivity

In relation to the requirement for a Cultural Heritage Management Plan, under the provisions of the [Aboriginal Heritage Act 2006](#) and the [Aboriginal Heritage Regulations 2018](#), a CHMP is required for an activity if:

- all or part of the activity area for the activity is an area of cultural heritage sensitivity; and
- all or part of the activity is a high impact activity.

The development of four dwellings and a four lot subdivision is a high impact activity, however, the land is not located an area of cultural heritage sensitivity therefore a CHMP is not required.

2.5 Loddon Planning Scheme

2.5.1 Zone

The subject site is within the Township Zone. The purpose of the TZ includes:

- To implement the Municipal Planning Strategy and the Planning Policy Framework.
- To provide for residential development and a range of commercial, industrial and other uses in small towns.
- To encourage development that respects the neighbourhood character of the area.
- To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.

2.5.2 Overlays

Heritage Overlay (HO59)

The site is covered by the HO59 referring to St Augustine’s Church, which includes the subject site, adjoining dwelling to the north and St Augustines Church, located at 67 Sullivan Street.

Under Clause 43.01-1, a permit is required to construct a building or carry out works.

Decision guidelines of the Heritage Overlay require consideration of whether the location, bulk, form or appearance of the proposed building will adversely affect the significance of the heritage area.

Heritage Overlay 59 is not included on the Vic Heritage Register and does not include tree controls.

The purpose of the Heritage Overlay include:

- *To conserve and enhance those elements which contribute to the significance of heritage places.*
- *To ensure that development does not adversely affect the significance of heritage places.*
- *To conserve and enhance heritage places of natural or cultural significance.*

2.5.3 Particular Provisions

Clause 52.06 – Car Parking

Clause 52.06 refers to car parking and Clause 52.06-1 requires that a new use must not commence until the required car spaces have been provided on the land. The number of spaces required for a dwelling:

- One space to each one or two bedroom dwelling (two new dwellings)
- Two spaces to each three or more bedroom dwellings (two new dwellings)

The proposal has a parking requirement of 6 spaces. The proposal provides a total of 6 car spaces on the land, which achieves compliance with Clause 52.06.

Clause 55 Two or more dwellings on a lot

This clause includes various standards for two or more dwellings on a lot. A detailed assessment against the relevant sections of clause 55 has been undertaken and the application achieves compliance. The development would achieve a 39.2% site coverage and 47% permeability.

Clause 56 Assessment – Residential Subdivision

All standards and objectives of Clause 56 are satisfactorily met. The proposed lots provide areas and dimensions that enable appropriate siting of the proposed dwellings allowing for solar access, vehicle access and parking, water management, easements and setbacks to boundaries.

2.5.4 Permit trigger

Under clause 32.05-7 of the Township Zone, a permit is required to construct two or more dwellings on a lot.

Under Clause 32.05-5 of the Township Zone, a permit is required to subdivide land.

Under Clause 43.01-1 of the Heritage Overlay, a permit is required for buildings, works, and subdivision.

2.5.5 Restrictive Covenant

No restrictive covenants exist on this site.

2.5.6 Planning Policy Framework

Clause 11.01-1S Settlement

This policy seeks to promote sustainable growth and development through a network of settlements. The policy encourages development in accordance with the relevant regional growth plan and seeks to limit urban sprawl and direct growth into existing settlements. The subject site is located within the existing Inglewood Township and zoned to accommodate residential development.

Clause 11.01-1R Loddon Mallee South

This policy outlines broad objectives for land use and development within the Loddon Mallee South region. The plan includes strategies of supporting sustainable growth and expansion in Inglewood to capitalise on its proximity to Bendigo.

Clause 11.01-1L Settlement

Strategies include directing development to areas serviced by all-weather roads, reducing pressure on the Shire to maintain roads and consolidating residential areas in Inglewood. The land is located within the urban growth boundary of the Inglewood Structure Plan.

Clause 15.01-1S Urban design

Policy in this Clause seeks to create urban environments that are safe, healthy, and functional and which contribute to a sense of place and cultural identity. Relevant policy aims to ensure development responds to its context in terms of character, cultural identity, natural features and surrounding landscape, ensuring development provides landscaping and promotes good urban design.

The design, layout and scale of the dwellings on the land is considered to respond to its context, would provide landscaping and would not detract from the natural qualities of the landscape areas adjoining the subject site.

15.01-5S Neighbourhood character

This policy objective includes to recognise, support and protect neighbourhood character, cultural identity, and sense of place. Strategies to achieve the objective is to ensure development responds to cultural identity and contributes to existing or preferred neighbourhood character.

Clause 15.03-1S Heritage Conservation

Strategies within this policy aim to:

- Protect and enhance places of heritage significance and encourage appropriate development that respects places with identified heritage values.
- Encourage appropriate development that respects places with identified heritage values.
- Ensure an appropriate setting and context for heritage places is maintained or enhanced.

Clause 16.01-1S Housing Supply

This policy includes broad support for diversified provision of housing. Housing should be well located, close to services and other community and physical infrastructure. Strategies include:

- Increase the proportion of housing in designated locations in established urban areas (including under-utilised urban land) and reduce the share of new dwellings in greenfield, fringe and dispersed development areas.
- Encourage higher density housing development on sites that are well located in relation to jobs, services and public transport.
- Identify opportunities for increased residential densities to help consolidate urban areas.

- Facilitate diverse housing that offers choice and meets changing household needs by widening housing diversity through a mix of housing types.

2.5.7 Municipal Planning Strategy

Clause 02.02 Vision

The land use and development priorities for the Shire include:

- Maximising urban growth and development in existing settlements and building viable small communities with strong links to regional centres.
- Preserving and enhancing cultural heritage.
- Improving the presentation and amenity of the townships to attract and retain residents.

Clause 02.03-1 Settlement

The key service centres are Boort, Inglewood, Pyramid Hill and Wedderburn. These townships provide retail, health, community and education facilities. Council's strategic directions for settlement are to:

- Direct urban development to key service centre townships.

Clause 02.03-5 Built environment and heritage

The European heritage of the Shire is based on pastoral settlement and goldmining. Inglewood and Tarnagulla have largely intact traditional streetscapes of unique heritage significance that are fundamental to the character and tourist attraction of the towns. Council's strategic direction for heritage is to:

- Support the protection of significant heritage places and items.

Clause 02.03-6 Housing

The Shire has a high proportion of older residents and this trend is expected to continue. Housing suited to the needs of this segment of the population needs to be a part of the future. Council's strategic directions for housing are to:

- Encourage residential growth in areas with access to a full range of infrastructure.

The land use planning and development vision for Loddon Shire will be achieved by increasing housing choice and consolidation of urban growth to maximise infrastructure and reduce environmental impacts. The above policies recognise the need for housing diversity within the Shire and the close connection this has to wellbeing of a changing community. The policies recognise the aging population of the Shire, being older than the State average as a whole, and a greater number of lone and single person households.

Strategies aim to promote development of smaller dwellings, increasing the diversity of housing stock in the Shire, which is currently dominated by single detached dwellings on relatively large lots and direct new housing preferably within infill locations.

A key direction of Council Settlement Strategy, 2020 is to promote growth in the key service towns including Inglewood as these towns have an existing high level of infrastructure investment. This strategy has identified a number of key development sites within the current urban footprint that are considered to be a residential development opportunity, as well as recognising that much of the urban footprint is significantly under utilised and there is considerable opportunity for infill.

2.6 Referrals

The application was referred to the follow agencies.

Coliban Water (Sec 55)	Conditional consent
Powercor (sec55)	Conditional consent
Loddon Shire Council, Assets & Infrastructure	Conditional consent

2.7 Public notification

The application is not exempt from the notice requirement. Pursuant to Section 52 of the Planning and Environment Act 1987, the following forms of advertising were undertaken:

- Notices were sent to owners and occupiers of adjoining land (including opposite and surrounding).

Two objections were received in response to the application. The matters raised in the objections are summarised below and with Officers response in italics:

1. The design and density of the brick units will be out of place in this heritage streetscape.

The density of any development is not considered in isolation. The planning provisions of the Loddon Planning Scheme require a performance based approach to how development responds to a site and its context. Therefore, matters such as built form, scale, design, pattern of existing development, setbacks, retention of vegetation and amenity impacts must be considered in any development.

It is noted that the density of dwellings proposed on this site is higher than what currently exists in the immediate area.

It is considered that the design and layout of the dwellings on the land has responded to and considered the existing built form and layout of lots in this section of Sullivan Street, including the significant heritage buildings and more importantly has responded to the sites opportunities and constraints by:

- *Locating the dwellings to provide sufficient setbacks from all boundaries to minimise overlooking and overshadowing to any adjoining site.*
- *Designing the dwellings to be all single story, being lower in height to that of the adjoining building to the north.*
- *All dwellings have been orientated to provide north easterly facing secluded private open spaces.*
- *Providing separation between the building blocks to allow for landscaping and providing a sense of space on the site.*
- *The use of selected building materials, colours and finishes that are sympathetic to the streetscape character of the area and are recessive within this streetscape.*
- *Achieving a 39.2% site coverage and providing a layout consistent with the existing subdivision pattern in the area.*
- *Locating car parking on site that is not highly visible from Sullivan Street and is consistent with the adjoining built form.*
- *Inclusion of a detailed landscape plan that includes additional landscaping around the proposed dwellings, around the perimeter of the site and within the common property area and front setbacks to dwellings 1 & 2.*

The purpose of the Township zone is not limited to providing single detached dwellings on quarter acre blocks. Rather, the purpose of the zone specifically seeks to provide a variety of dwellings at a range of densities that meet the housing needs of all household types.

As outlined in Clause 02-03-6 Housing; 'The Shire has a high proportion of older residents and this trend is expected to continue. Housing suited to the needs of this segment of the population needs to be a part of the future.'

This demographic change is one reason for the large amount of local and State planning policy which supports creating a wider diversity of housing types, including smaller dwellings rather than larger traditional 3 and 4 bedroom family homes on larger single lots. Similarly, there is strong policy support for considering higher density development on infill sites within existing townships where residents can easily walk to local shops and services.

The development is walkable (and cycleable) distance to Inglewood town centre and most importantly provides a housing option and choice with fits into the changing demographics of the Loddon community.

2. The height of the fence proposed between the development and the school needs to be higher than 1.8m for child safety

The applicants have agreed to increase the height of the boundary fence along the southern boundary from 1.8m to 2m high.

3. A second request is that shower, bathroom and toilet windows facing the school be frosted glass, which we believe to be a building requirement anyway.

All of these windows will be required to be frosted, as required by condition 1.

4. Our third request is around parent parking which is a constant issue for us at school. With the creation of a new driveway for the residents of the proposed development, it is likely that we will lose three, if not five, current car parking spaces on Sullivan St. There is little scope for further parking spaces on Sullivan St. within a reasonable distance to the school. For this reason, we request that the Loddon Shire consider developing the empty block across the road from the school in Sullivan St into a formal car park for parents to drop off

The proposed development at this location would result in the removal of one on street parking space, as the development relies on having communal access to all on site parking, which is consistent with adjoining development in the street. There are ample on street spaces in and around the school to cater for peak demands for school drop off and pick up times. It is noted that the staff are informally using the vacant land opposite the school in Sullivan street for staff parking. The future use of this site is the responsibility of Council and not within the parameters of assessing this application.

3 ASSESSMENT

3.1 Planner Assessment

Does the proposal respond to its zoning and policy context?

Council must decide whether the proposal will produce acceptable outcomes in terms of the State Planning Policy Framework, the Local Planning Policy Framework, the purpose and decision guidelines of the zone and any of the other decision guidelines in Clause 65. The assessment to be made is whether the proposal represents an acceptable outcome having regard to the zone and overlay and balancing policy context that is relevant.

The proposal is supported by a wide range of policy within the Loddon Planning Scheme, which recognises the need to accommodate future populations and actively encourages urban consolidation and infill development in Inglewood, a key service town.

State Planning Policy requires development to respond to its context in terms of scale, form, use of materials and surrounding landscape and climate. Policy specific to Inglewood at Clause 11.01-1R acknowledges that Inglewood in particular is ideally placed to support sustainable growth and expand to capitalise on its proximity to Bendigo.

Housing diversity, consolidation and affordability are other key themes. The State Planning Policy Framework also requires development to respond to its physical context and to achieve good quality environments through good urban design. Design objectives ask for development that contributes positively to local urban character, enhances liveability and amenity, promotes attractiveness of towns and cities within broader strategic contexts and minimises detrimental impact on neighbouring properties.

The proposed dwellings are located within the Township Zone and within an area where residential infill development is encouraged in the Inglewood structure plan at Clause 11.01-1L.

3.1.1 Neighbourhood Character

The site is located within a Township Zone and one of the purposes of the zone includes encouraging development that respects the neighbourhood character of the area. In addition, Clause 55.02 requires the development to be assessed against neighbourhood character, particularly ensuring that new design respects the existing neighbourhood character.

The new dwellings are a contemporary design incorporating traditional design elements including roof form and the use of face brickwork and timber weatherboard cladding to the front façade, would provide setbacks to all boundaries and utilise materials and finishes consistent with this area. The existing built form in this section of Sullivan Street includes a mixture of architectural styles and designs and various building materials, including face brickwork and timber cladding.

The dominate elements of the built form in this section of Sullivan Street are the pitched roof forms, low rise front fencing and setbacks from the road reserve. This section of Sullivan Street comprises a mixture of private dwellings and public buildings including the Inglewood Primary School, St Augustine's Church & Church of England Sunday School.

The new dwellings have been sited and designed to maintain the character and presence of the existing buildings adjoining and adjacent to the site. Proposed dwellings 1 & 2 will be the dominant elements in this streetscape incorporating a pitched roof form and a 9m setback from Sullivan Street, allowing for detailed landscaping within the front setback. The location and setbacks of the proposed dwellings from the side and rear boundaries would be consistent with the existing built form in this section of Sullivan Street. The new dwellings would satisfy all of the residential code requirements in terms of heights, setbacks and overlooking. There is minimal overshadowing from the proposed dwellings with most of the shadowing falling within the shadow lines of the boundary fences. The dwellings are considered to be site responsive at this location.

Clause 56.03-5 requires subdivisions to be designed to respond to neighbourhood character. Standard C6 of this clause state that subdivisions should:

- Respect the existing neighbourhood character or achieve a preferred neighbourhood character consistent with any relevant neighbourhood character objective, policy or statement set out in this scheme.
- Respond to and integrate with the surrounding urban environment.
- Protect significant vegetation and site features.

The subject site is located within an established residential area and has existing infrastructure capable of accommodating additional lots. The layout and design of the subdivision is considered to achieve the existing neighbourhood character and would achieve the prevailing built form in this section of Sullivan Street. Whilst the proposed lots are smaller than what currently exists in the immediate neighbourhood, the proposed subdivision and layout of the dwellings on the land, including one access driveway to all four dwellings would reflect the prevailing subdivision pattern and built form existing in the area.

3.1.2 Heritage Overlay

The dwellings are considered to achieve compliance with the objectives and outcomes of the Heritage Overlay. The dwellings are considered to complement the streetscape character and would not dominate nor complete with the adjoining/adjacent identified buildings. The dwellings have been purposely designed to not exceed the height and set back of the adjoining dwelling to the north.

The site sits within Heritage Overlay HO59 referring to St Augustine's Church. The statement of significance documented in the Shire of Korong, Heritage and Conservation Study June 1991, states the following regarding St Augustine's Church:

"Most of Inglewood's Prominent townspeople were members of the Church. Architecturally, St Augustine's is one of Inglewood's most notable buildings its design, by Messers Vahland and Getzchann, gives it greater significance"

The use of face brick in the facades of all of the dwellings has been purposely chosen to reflect the materials utilised in the significant heritage buildings existing in this section of Sullivan Street, including St Augustine's Church and the Inglewood Primary School.

The scale, form and bulk of the dwellings are considered acceptable in this setting. The use of traditional design forms on the dwellings including detailed eaves, symmetrically windows on the front elevations, front verandas and porch and colours and finishes reflect more traditional forms existing in this precinct.

3.1.3 Clause 55 (Rescode) Assessment

A detailed assessment against the requirements of clause 55 has been undertaken and the proposal achieves compliance. This indicates a suitable design in regards to features such as the provision of open space, siting and availability of sunlight to habitable rooms, provision of privacy, and other design details.

4 CONCLUSION

The proposal is supported by a wide range of policy within the Loddon Planning Scheme, which recognises the need to accommodate future populations and actively encourages urban consolidation and infill development in Inglewood, a key service town.

The design of the dwellings and subdivision layout is considered site responsive at this location. The scale, form and bulk of the dwellings are acceptable in this setting when assessed against the Heritage Overlay as demonstrated in this report.

For the reasons discussed above the planning officer recommends that planning application 5850 be approved, subject to the conditions listed in section 1 of this report.

5 Appendix 1:

5.1 Objection 1

1/2/2023

To the Responsible Authority

Regarding the planning permit for
4 units at 71 Sullivan St Inglewood

These very ordinary modern brick
units will be crammed onto the block,
in between century old majestic
buildings which are part of the
history of Inglewood.

These units will look so very
much out of place. They don't
sit aesthetically well with the
area.

Please don't underestimate
how strongly we (neighbouring

residents) feel about this
proposal.

Yours Sincerely

[Signature]

71 Sullivan St
Inglewood
VIC 3174

5.2 Objection 2

6/2/2023

Ref. Building Permit Application 5850

To whom it may concern

The Inglewood Primary School Council wishes to lodge some relevant and important points regarding the planned building works at 71 Sullivan St., Planning Application no. 5850.

The School Council understands that the buildings will be constructed within Loddon Shire Council guidelines and as such we don't have an objection to the buildings and to the growth of the Inglewood township. We understand the benefits growth can provide.

However, there are some considerations that we wish the Loddon Shire to take into account in granting permission for the buildings.

Our first concern is around child safety and for this reason we request that the fence that separates the building block and the school be stipulated to be a 1.8m Colourbond fence, sitting on a 200 millimetre timber plinth and with a further 200 millimetre screen added to the top taking the height of the fence to approximately 2.2 metres.

A 2.2m high timber paling fence would also be acceptable to the school community.

A second request is that shower, bathroom and toilet windows facing the school be frosted glass, which we believe to be a building requirement anyway.

Our third request is around parent parking which is a constant issue for us at school. With the creation of a new driveway for the residents of the proposed development, it is likely that we will lose three, if not five, current car parking spaces on Sullivan St. There is little scope for further parking spaces on Sullivan St. within a reasonable distance to the school. For this reason, we request that the Loddon Shire consider developing the empty block across the road from the school in Sullivan St into a formal car park for parents to drop off

and pick up their children. With some simple levelling and an addition of a crushed rock base and some pedestrian controls so that no students are ever walking behind a car, this block could accommodate approximately 12 parking spaces or more, depending on the level of development involved.

As you can tell from our requests, the safety of the students of Inglewood Primary School are our primary concern and we seek Loddon Shire Council support in ensuring that the new development does not hinder the safety of our students in any way.

We would be pleased to speak with you further if required.

Yours Sincerely

TOWN PLANNING DRAWINGS

SITE INFORMATION

Building Classification: Class 1a (Single Storey)
Land Title Reference: - Plan of Subdivision: PS713237
Wind Classification: - N2
Site Classification to AS4055-2006
Soil Classification: TBC By: TBC
Site Classification to AS2870-2011
Climate Zone: - 6
BAL Level: - TBC
Site Classification to AS3959-2009
Floor Area: - TBCm²
Alfresco Area: - TBCm²

SUB-CONSULTANT

Engineering: TBC
Energy Rating: TBC



As per Bushfire Prone Area Report, this property is in a designated bushfire prone area. **Special Bushfire construction requirements apply.**

BAL-12.5

**TOWN PLANNING
DRAWING SET**
NOT FOR CONSTRUCTION

DMC
Drafting & Design

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DRAWING LIST

Sheet Number	Issue	Sheet Name	Sheet Issue Date	Drawn By	Current Revision	Current Revision Date
A101	TP	GENERAL NOTES	14.02.2023	PC	E	14.02.23
A102	TP	GENERAL NOTES	14.02.2023	PC	C	09.12.22
A105	TP	LOCALITY PLAN	14.02.2023	PC	C	09.12.22
A201	TP	EXISTING SITE PLAN	14.02.2023	PC	C	09.12.22
A301	TP	PROPOSED SITE PLAN	14.02.2023	CML	E	14.02.23
A302	TP	SUBDIVISION PLAN	14.02.2023	CML	C	09.12.22
A303	TP	UNIT 01 - FLOOR PLAN	14.02.2023	CML	E	14.02.23
A304	TP	UNIT 01 - ELEVATIONS	14.02.2023	CML	E	14.02.23
A305	TP	UNIT 02 - FLOOR PLAN	14.02.2023	CML	E	14.02.23
A306	TP	UNIT 02 - ELEVATIONS	14.02.2023	CML	E	14.02.23
A307	TP	UNIT 03 - FLOOR PLAN	14.02.2023	CML	C	09.12.22
A308	TP	UNIT 03 - ELEVATIONS	14.02.2023	CML	C	09.12.22
A309	TP	UNIT 04 - FLOOR PLAN	14.02.2023	CML	C	09.12.22
A310	TP	UNIT 04 - ELEVATIONS	14.02.2023	CML	C	09.12.22
A404	TP	PROPOSED STREETScape	14.02.2023	PC	E	14.02.23
A406	TP	SHADOW PLAN - 9am EQUINOX	14.02.2023	CML	E	14.02.23
A407	TP	SHADOW PLAN - 12pm EQUINOX	14.02.2023	CML	E	14.02.23
A408	TP	SHADOW PLAN - 3pm EQUINOX	14.02.2023	CML	E	14.02.23
A601	TP	RENDERED 3D VIEWS	14.02.2023	CML	E	14.02.23
A602	TP	RENDERED 3D VIEWS	14.02.2023	CML	E	14.02.23

PROJECT: PROPOSED DEVELOPMENT

ADDRESS: 71 SULLIVAN STREET,
INGLEWOOD 3517

CLIENT: REGIONAL HOME BUILDERS

REF: DMC-RHB006-11-12 **DATE:** 14.02.2023

NCC RESIDENTIAL GENERAL NOTES

Earthworks

- For general earthworks refer to NCC 2019 – Part 3.1.1.
- For un-retained bulk site cut & fill must be in accordance with the NCC 2019 – 3.1.1.1 & 3.1.1.2.

Surface Water

Slab on ground - finished ground level adjacent to buildings:

The external finished surface surrounding the slab must be drained to move surface water away from the building and graded to give a slope of no less than 50mm over the first 1m from the building as shown in NCC 2019 – 3.1.3.3(a).

Slab on ground - finished slab heights:

The height of the slab on ground (measured at the slab edge) above external finished surfaces must be in accordance with the NCC 2019 – 3.1.3.3(b).

Subsoil Drainage

The depth to the top of the drain must not be less than 400 mm into the soil and not less than 100 mm below any adjacent pavement level and footing base.

Trench bases (as appropriate) must be graded in accordance with NCC 2019 – 3.1.3.4. The bottom of the trench must be well compacted and evenly graded. The drain must be laid true to line to the gradient on the bottom of the trench, or where rock is encountered the drain must be laid on compacted bedding.

Slit pits or sumps of a suitable size for expected water flow, must be provided at the outlet end of each subsoil drain before it discharges into an impervious drainage line. Outlets must be installed through walls of slit pits not less than 50 mm below the lowest point of the inlet as shown in NCC 2019 - 3.1.3.4.

Stormwater

The position and manner of discharge of the stormwater drainage system must be to the satisfaction of the appropriate authority and as per the NCC 2019 – 3.1.3.5. The stormwater drainage system must be designed so that any overflow during heavy rain periods is prevented from flowing back into the building.

Termite Protection

Performance Requirement P2.1.1 is satisfied for termite risk management if a termite barrier is installed in a Class 1 or 10 building to minimize the risk of termite attack to primary building elements in accordance with AS 3660.1 - Termite-management - New building work and a durable notice is installed in accordance with NCC 2019 - 3.1.4.3.

A termite barrier or combination of barriers must be installed in accordance with AS 3660.1 and comply with the NCC 2019 – 3.1.4.3 for concrete slab-on-ground, suspended building or attached to buildings.

Footings and Slabs

Performance Requirements P2.1.1 and P2.2.3 are satisfied for footings and slabs if they are installed in accordance with AS 2870 or AS 2159 for piled footings, as per the NCC 2019 – Part 3.2.0.

A vapour barrier must be 0.2 mm nominal thickness polyethylene film and medium impact resistant determined from criteria specified in clause 5.3.3.2(c) of AS 2870 and be branded continuously "AS 2870 Concrete underlay, 0.2 mm Medium".

A vapour barrier must be installed so that it does not lap any less than 200 mm at all joints, all service penetrations has a tape or seal with a close-fitting sleeve around it and be fully sealed where punctured (unless for service penetrations) with additional polyethylene film and tape.

The vapour barrier must be placed beneath the slab so that the bottom surface of the slab is entirely underlaid and extends under edge beams to finish at ground level in accordance with NCC 2019 – 3.2.2.6, also see NCC 2019 – Figure 3.2.2.3 – Membrane Location Detail.

Edge rebates for slab on ground, stiffened raft or waffle raft with masonry cavity or veneer construction must have a rebate of no less than 20 mm, save for single leaf masonry which does not require any edge rebate. Also, the edge rebate must be flashed and drained in accordance with the NCC 2019 – 3.2.2.7 or where it cannot be flashed must be filled with mortar and exterior masonry must not overhang more than 15 mm past the edge of the slab.

Concrete

Concrete must be manufactured to comply with the NCC 2019 – 3.2.3.1 & AS 3600 and have a strength at 28 days of not less than 20 MPa (denoted as N20 grade), have a 20 mm nominal aggregate and have a nominal 80 mm slump.

Lintels

Lintels in masonry walls must comply with the NCC 2019 – 3.3.5.12. Steel lintels must comply with the NCC 2019 - 3.3.3.4(b) and Table 3.3.5.5.

Wall Cladding

In order to satisfy Performance Requirements P2.1.1 and P2.2.2, wall cladding must comply with the NCC 2019 – 3.5.5.0 and Australian Standard AS 1562.1.

Steel Reinforcement

Materials used for reinforcing steel must comply with AS 2870 and be either welded wire reinforcing fabric, trench mesh or steel reinforcing bars. Steel reinforcing bars may be substituted for trench mesh in accordance with NCC 2019 - Table 3.2.3.2.

Minimum overlaps for reinforcement as shown in NCC 2019 - Table 3.2.3.1 and Figure 3.2.3.1 must be provided where reinforcing is used.

Footings and slabs on ground must have a concrete cover between the outermost edge of the reinforcement (including ligatures, tie wire etc.) and the surface of the concrete of not less than 40 mm to unprotected ground, 30 mm to a membrane in contact with the ground, 20 mm to an internal surface and 40 mm to external exposure in accordance with the NCC 2019 – 3.2.3.2(d).

Reinforcement must be cleaned of loose rust, mud, paints and oils immediately prior to concrete pour in accordance with the NCC 2019 – 3.2.3.2(e). Reinforcement must be placed in accordance with the NCC 2019 - 3.2.3.2 (f).

Site Classification

The foundation where the footing is to be located must be classified in accordance with AS 2870 for the general definition of site types, refer to NCC 2019 - Table 3.2.4.1.

Unreinforced Masonry

Performance requirement P2.1.1 is satisfied for unreinforced masonry (including masonry veneer) if it is designed and constructed in accordance with AS 3700 Masonry structures as per the NCC 2019 – 3.3.1.0.

Masonry accessories must be in accordance with the NCC 2019 – 3.3.3.0. Masonry veneer must comply with NCC 2019 – 3.3.5.2 & 3.3.5.3.

Cavity walls must be constructed of two leaves, with each leaf of not less than 90 mm wide as per the NCC 2019 – 3.3.5.3 (for minimum single leaf width). Engaged piers must comply with Part 3.3.5 and be constructed in accordance with the NCC 2019 – 3.3.4.14.

Reinforced Masonry

Reinforced masonry must comply with the NCC 2019 – 3.3.2.0 in order to satisfy performance requirement P2.1.1. Reinforced masonry external walls must consist of masonry units complying with AS 3700 and constructed in accordance with the NCC 2019 – 3.3.2.0(a) & 3.3.2.0(b).

Wall Ties

Masonry veneer wall ties must be used in accordance with the NCC 2019 - 3.3.5.10. Where articulation joints occur in masonry walls, ties must be built in both sides of the joint and spaced not more than 300 mm from the joint, see the NCC 2019 – Table 3.3.5.3a.

Masonry wall ties must be installed in such a manner as to prevent moisture traveling along the tie to the inner leaf of masonry or frame and must be protected against corrosion and installed in accordance with the NCC 2019 – 3.3.5.4. Wall ties must be classified in accordance with AS/NZS 2699.1 and in accordance with the NCC 2019 – 3.3.5.10.

Width of Cavity

In brick veneer and cavity masonry construction, a cavity must be provided between the inner and outer walls. Brick veneer must have a cavity of not less than 25mm width, the widths specified is to be maintained between the outer masonry leaf and any services, insulation, sheet bracing or other element located in the cavity in accordance with the NCC 2019 – 3.3.5.6.

Cavity Ventilation and Drainage

Open perpendicular joints (weepholes) must be created in the course immediately above any flashing at centres not exceeding 1.2m and be a minimum of 50mm in height in accordance with the NCC 2019 – 3.3.5.9(a). Weepholes are not required for head openings less than 1.2m wide and beneath window or door sills as per the NCC 2019 – 3.3.5.9(b).

Damp Proof Courses - Materials

Damp proof courses must consist of either of the following materials in accordance with the NCC 2019 – 3.3.5.7 and must comply with AS/NZS 2904. Damp proof course can either be one of the following, embossed black polyethylene film of high impact resistance and low slip, with a nominal thickness of 0.5 mm prior to embossing, and comply with Clause 7.6 of AS/NZS 2904; or polyethylene coated metal, that has an aluminium core of not less than 0.1 mm thick, is coated both sides with bitumen adhesive enclosed in polyethylene film of not less than 0.1 mm thick on each face, and has a nominal total thickness of not less than 0.5 mm prior to embossing; or bitumen impregnated materials of not less than 2.5 mm thick, that comply with Clause 7.5 of AS/NZS 2904; or termite sheet materials complying with Part 3.1.4 (with no penetrations) serving the purpose of a *damp-proof course* and/or *flashing* that is continuous through the wall or pier.

Sub Floor Ventilation

The sub-floor space between the suspended floor of a building and the ground must be cleared of all debris and vegetation, be cross ventilated by means of openings, contain no dead air spaces, be graded in accordance with the NCC 2019 – 3.4.1.2(b) and have evenly spaced ventilation openings in accordance with the NCC 2019 – Figure 3.4.2.

In double leaf masonry walls, the cross-ventilation openings must be provided in both leaves of the masonry, with inner-leaf openings being aligned with outer leaf openings to allow an unobstructed flow of air, complying with the NCC 2019 – 3.4.1.2(c). Internal walls constructed in sub-floor spaces must be provided with openings, having an unobstructed area equivalent to that required for the adjacent external openings and be evenly distributed throughout such internal walls, as per the NCC 2019 – 3.4.1.2(d).

The clearance between the ground surface and the underside of the floor, must be in accordance with the NCC 2019 - Table 3.4.1.2. The sub-floor ventilation openings in internal and external walls must be in accordance with NCC 2019 - Table 3.4.1.1 for the climatic zones specified in Figure 3.4.1 – Climate Zones Based on Relative Humidity.

Where the ground or sub-floor space is excessively damp or subject to frequent flooding, in addition to previous noted sub-floor ventilation requirements, either the area of sub-floor ventilation required must be increased by 50%, have a sealed impervious membrane provided over the ground or have class 1 or 2 timbers or H3 preservative treated timbers in accordance with AS 1684 Parts 2, 3, or 4, as per the NCC 2019 – 3.4.1.2(e).

Steel Framing

In order to comply with performance requirement P2.1.1 for steel framing, the steel framing must be designed and constructed in accordance with one of the following standards; NASH Standard - Residential and Low-Rise Steel Framing - Part 1 and Part 2; or Steel Structure AS4100; or Cold-formed Steel Structure AS/NZS 4600, in accordance with the NCC 2019 – Part 3.4.2.

Timber Framing

Performance Requirement P2.1.1 is satisfied for a timber frame if it is designed and constructed in accordance with the following standards respectively; Design of Timber Structures AS1720.1; Design of Nailplated Timber Roof Trusses AS1720.5; Residential Timber Framed Construction – Non-cyclonic Areas AS1684.2; Residential Timber Framed Construction – Cyclonic Areas AS1684.3; Residential Timber Framed Construction – Non-cyclonic Areas (Simplified) AS1684.4; Installation of Particleboard Flooring AS1860.2, in accordance with the NCC 2019 – Part 3.4.3.

Metal Sheet Roofing

Performance Requirements P2.1.1 and P2.2.2 are satisfied for sheet metal roofing that complies with one or a combination of the requirements in accordance with the NCC 2019 – 3.5.1.0; AS1562.1 and in wind regions C and D in accordance with Figure 3.0.1 (Cyclonic Areas). Metal sheet roofing must be protected from corrosion in accordance with the NCC 2019 - 3.5.1.2(a) and Table 3.5.1.1.

Where different metals are used in a roofing system, including flashings, fasteners, guttering, downpipes, etc., they must be compatible with each other in accordance with the NCC 2019 3.5.1.2(b) and Tables 3.5.1.1a to 3.5.1.1d. No lead materials can be used upstream from aluminium/zinc coated materials; on roofs that form part of a potable (drinking) water catchment area; no copper materials can be used upstream from galvanised coated materials.

Metal sheet roofing must be fixed at spacings in accordance with the NCC 2019 – 3.5.1.6, use fastening devices made of a compatible metal to the roofing in accordance with the NCC 2019 – 3.5.1.5. Also when using both clipped and pierced fastening systems employ an anti-capillary feature in the side lap of the sheet, to prevent capillary action drawing moisture into the lap and allowing the lap to drain wherever possible over tightening the sheet fixings, see NCC 2019 - Figure 3.5.1.3 and wherever possible have the sheets laid so that the side lap is facing away from prevailing weather.

Sheets must be laid either wherever possible using complete lengths from ridge to eaves, where a complete length cannot be laid each should run should be laid in specific sequence in accordance with the NCC 2019 - Figure 3.5.1.4 from bottom to top before moving to the next run. Also the distance for end lapping where the end sheets meet is for roof slopes between 5-15 degrees (1:12:1.4) - a lap of 200 mm and for roof slopes above 15 degrees (1:4) - a lap of 150 mm. Sheets must be stop ended (each valley turned up 60 degrees) at the ridge line of each length as per the NCC 2019 – 3.5.1.6.

Sheet metal roof flashings must be of a compatible material, fixed, joined and capped in accordance with the NCC 2019 - 3.5.1.7. Lead flashing must not be used with pre-painted steel or zinc/aluminium steel or on any roof if the roof is part of potable water catchment area. Fastener frequency for flashing and capping must comply with the NCC 2019 – Table 3.5.1.5. Flashing of penetrations must be in accordance with the NCC 2019 – 3.5.1.7(b). Collar flashing must permit the total drainage of the area above the penetration, clearance for heating appliance roof support members must be in accordance with the NCC 2019 – Part 3.10.7. Where an eaves gutter is provided in accordance with Part 3.5.3, sheets must overhang the fascia, or end batten where there is no fascia, by no less than 30mm as per the NCC 2019 – 3.5.1.8.

Roof Tiling

Roof tiles and shingled must be in accordance with the NCC 2019 – Part 3.5.2 and comply with one or a combination of the following standards; Roof Tiling AS2050; Terracotta, Fibre-Cement and Timber Slates and Shingles AS4597.

Roof tiles must not be installed on a building within a designated wind speed higher than N3, with a maximum roof pitch not more than 35 degrees and not less than 15 degrees and in installed in accordance with the NCC 2019 – 3.5.2.1.

Roofing battens for tiled roofing installation must be selected and installed as per the NCC 2019 – Part 3.4.2 & 3.4.3 for timber and steel battens respectively. Roof tiles and hip, ridge, barge and capping tiles must be fixed in accordance with the NCC 2019 – 3.5.2.2 and Table 3.5.2.1 – Minimum Fixing Requirement and Figures 3.5.2.1 & 3.5.2.2 – Fixing of Tiles Requirements.

Flashing for roof tiles must comply with the NCC 2019 – 3.5.2.3. Joints in flashing must be no less than 75mm and lapped in the direction of fall of the roof in accordance with the NCC 2019 – 3.5.2.3(c). Lead flashings must not be used on any roof that is part of a potable drinking water catchment area.

Sarking must be provided to tiled roofing in accordance with the NCC 2019 – 3.5.2.4, Table 3.5.2.2 – Sarking Requirements for Tiled Roofs and AS/NZS 4200.1. Sarking must be installed with no sag greater than 40mm, fixed to supporting members at no more than 300mm centres and be taped together or overlap sheet or roll no less than 150mm as per the NCC 2019 – 3.5.2.4(b). When tiled roofs are provided with an eaves gutter, tiles must overhang the fascia or tiling batten by not less than 35mm in accordance with the NCC 2019 – 3.5.2.6 and Figure 3.5.2.4 – Typical Installation of Anti-Ponding Device/Board.

Gutters and Downpipes

Gutters, down pipes and flashings must be manufactured in accordance with AS/NZS 2179.1 for metal, be manufactured in accordance with AS1273 for UPVC components, be compatible with all upstream roofing materials in accordance with the NCC 2019 – 3.5.1.2(b) and not contain any lead if used on a roof forming part of a potable water catchment area.

The size of guttering must be in accordance with the NCC 2019 - Table 3.5.3.2a to 3.5.3.2c and be suitable to remove rainwater falling at the appropriate rainfall intensity listed in the Table 3.5.3.1a to 3.5.3.1h. For eaves and gutters - 20-year average recurrence interval or for internal box and valley gutters - 100-year average recurrence interval, in accordance with the NCC 2019 – 3.5.3.3. Box gutters must be in accordance with AS/NZS3500.3.

Gutters must be installed with a fall of not less than 1:500 for eaves gutters, unless fixed to metal facias and 1:100 for box gutters. Eaves gutters must be supported by brackets securely fixed at stop ends and at not more than 1.2 m centres, as per the NCC 2019 – 3.5.3.4.

Valley gutters on a roof with a pitch more than 12.5 degrees must have width of not less than 400 mm and be wide enough to allow the roof covering to overhang not less than 150 mm each side of the gutter or not more than 12.5 degrees must be designed as a box gutter, as per the NCC 2019 – 3.5.3.4(d).

Where high fronted gutters are installed, provision must be made to avoid any overflow back into the roof or building structure by installing slotted gutters or the like, in accordance with the NCC 2019 – Table 3.5.3.4a & 3.5.3.4b.

Downpipes must not serve more than 12m of gutter length for each downpipe, must be located as close as possible to valley gutters and if the downpipe is more than 1.2m from a valley, provision for overflow must be made to the gutter and downpipes must be selected in accordance with the appropriate eaves gutter section as shown in Table 3.5.3.2a to 3.5.3.2c, as per the NCC 2019 – 3.5.3.5.

Glazing

Performance Requirements P2.1.1 and P2.2.2 are satisfied for glazing and windows if designed and constructed in accordance with AS2047 for the glazed assemblies in external walls listed in NCC 2019 - 3.6.0(a). Performance Requirements P2.1 is satisfied for glazing if designed and constructed in accordance with AS1288 for all glazed assemblies outside of standard practice and listed in NCC 2019 – 3.6.0(b).

Performance Requirement P2.1.1 for glazing is satisfied provided the building is located in an area with a design wind speed of not more than N3, glass is of a type recognized by AS1288, safety glazing is legibly marked in accordance with AS1288, glazing used in balustrades complies with AS1288, safety glazing is made visible in accordance with the NCC 2019 – 3.6.4.6, the glazing is not for one of the assemblies listed in the NCC 2019 – 3.6.1(f) and the glazing is for all assemblies outside of standard practice and listed in NCC 2019 – 3.6.1 (g).

Fire Separation

Fire separation for materials and construction must be in accordance with the NCC 2019 – Part 3.7.1. Fire separation of external walls must be in accordance with the NCC 2019 – Part 3.7.2. Fire protection of separating walls and floors must be in accordance with the NCC 2019 – Part 3.7.3. Fire separation of garage top dwellings must be in accordance with the NCC 2019 – Part 3.7.4.

Smoke Alarms

Smoke alarms must be installed in class 1A buildings in accordance with the NCC 2019 – 3.7.5.3 & 3.7.5.5 and class 1B buildings in accordance with the NCC 2019 – 3.7.5.4 & 3.7.5.5. Also smoke alarms must comply with AS 3786 and must be connected to the consumer mains power where consumer power is supplied to the building as per the NCC 2019 – 3.7.5.2(c). Where more than one smoke detector is provided, smoke detectors must be interconnected in accordance with the NCC 2019 – 3.7.5.2(d).

Smoke alarms must be installed in a class 1A building in accordance with the NCC 2019 – 3.7.5.3, on or near the ceiling in any story containing bedrooms - between each part of the dwelling containing bedrooms and the remainder of the dwelling and where bedrooms are served by a hallway, in that hallway. Also, any other storey not containing bedrooms. Refer to the *NCC 2019 – Figure 3.7.5.1 for smoke detector layouts diagram*. Smoke detectors must be installed in accordance with the NCC 2019 – 3.7.5.5.

Wet Areas

Performance Requirement P2.4.1 and P2.2.2 for external waterproofing is satisfied for wet areas in a building if they are waterproof or water resistant in accordance with the NCC 2019 – 3.8.1.2 & Table 3.8.1.1 and comply with AS3740 - Waterproofing of wet areas in residential buildings.

External waterproofing membranes for above ground use must be in accordance with the NCC 2019 – 3.8.1.3 and comply with AS4654.1 and AS4654.2.

**TOWN PLANNING
DRAWING SET
NOT FOR CONSTRUCTION**

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REVISIONS			
Rev. #	Date	Drawn	Description
A	23.11.22	CML	PRELIM
C	09.12.22	CML	TP ISSUE
E	14.02.23	CML	PLANNING REV.

PROJECT CLIENT: REGIONAL HOME BUILDERS

ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517

PROJECT: PROPOSED DEVELOPMENT

PROJECT NUMBER:	DMC-RHB006-11-12	DATE:	14.02.2023	SHEET NAME:	GENERAL NOTES
		ISSUE NUMBER:	TP		
		DRAWN BY:	PC	SCALE:	DRAWING NO: A101
		APPROVED BY:	DMC		

NCC RES. GENERAL NOTES CONT.

Room Heights

Heights of rooms and other spaces (as detailed in the NCC 2019 – Figure 3.8.2.1) must be no less than the following in accordance with the NCC 2019 – 3.8.2.2:

- In a habitable room excluding a kitchen - 2.4m;
- In a kitchen - 2.1m;
- In a corridor, passageway or the like - 2.1m;
- In a bathroom, shower room, laundry, sanitary compartment, airlock, pantry, storeroom, garage, car parking area or the like - 2.1m;
- In a room with a sloping ceiling or projection below the ceiling line within:
 - A habitable room: * for at least two-thirds of the floor area.
 - In an attic - height no less than **2.2m.
 - In other rooms - height no less than **2.4m.
 - A non-habitable room – a height no less than **2.1m.
- In a stairway, ramp, landing or the like – 2.0m measured vertically above the nosing line of stairway treads or the floor surface of a ramp, land or the like.

Facilities

A Class 1 Building must provide the following facilities in accordance with the NCC 2019 – 3.8.3.2. If any of the following facilities are detached from the main building, they must be set aside for the exclusive use of the occupants of the building complying with the NCC 2019 – 3.8.3.2(b):

- A kitchen sink and facilities for the preparation and cooking of food; and
- A bath or shower; and
- Clothes washing facilities, comprising at least one washtub and space in the same room for a washing machine; and
- A closet pan; and
- A washbasin.

A fully enclosed sanitary compartment provided within a building, must have a door that open outwards, slides or be readily removable from the outside of the compartment in accordance with the NCC 2019 – 3.8.3.3. Unless a clear 1.2m is provided throughout the door swing, as shown in Figure 3.8.3.3.

Natural Lighting

Natural lighting must be provided in a Class 1 building to all habitable rooms complying with the NCC 2019 – 3.8.4.2, in accordance with the following:

Natural lighting must be provided by windows that have an aggregate light transmitting area measured exclusive of framing members, glazing bars or other obstructions of not less than 10% of the floor area of the room and are open to the sky or face a court or other space open to the sky or an open verandah, carport or the like including roof lights.

A habitable room window facing boundary of an adjoining property must not be less than 900mm from the boundary, as per the NCC 2019 – 3.8.4.2(b).

Artificial Lighting

Sanitary compartments, bathrooms, shower rooms, airlocks & laundries must be provided with artificial lighting if natural light in accordance with relevant provisions cannot be provided, in accordance with the NCC 2019 – 3.8.4.3.

Artificial lighting must be provided at a rate of not less than one light fitting per 16m² of floor area or in accordance with AS/NZS1680.

Ventilation

Ventilation must be provided to a habitable room, sanitary compartment, bathroom, shower room, laundry and any other room occupied by an inhabitant in accordance with the NCC 2019 – 3.8.5.2 to a minimum of 5% of the floor area of each room specified. Ventilation provided via an opening, window, door or other device which can be opened, which must open to a suitably sized court or space open to the sky, an open verandah, carport or the like, in accordance with the NCC 2019 – 3.8.5.2(a)(ii).

An exhaust fan or other means of mechanical ventilation may be used to ventilate a sanitary compartment, laundry or bathroom, or where mechanical is provided complying with the 3.8.5.3(b), provided contaminated air exhausts complying with the 3.8.7.3, in accordance with the NCC 2019 – 3.8.5.2(c).

Sanitary compartments must not open directly onto a kitchen or pantry unless access is via an airlock, hallway or other room or the sanitary compartment is provided with an exhaust fan or other means of mechanical ventilation, in accordance with the NCC 2019 – 3.8.5.3.

Sound Insulation

Performance Requirement P2.4.6 is satisfied for sound insulation, if in accordance with the NCC 2019 – Part 3.8.6. Where a separating wall is constructed between two or more Class 1 buildings it must be constructed to a standard complying with the NCC 2019 – 3.8.6.2 to avoid undue sound transmission between the two dwellings.

Condensation Management

Performance Requirement P2.4.7 is satisfied for condensation management, if in accordance with the NCC 2019 – Part 3.8.7. Where a pliable building membrane is installed in an external wall of a building, must comply with AS/NZS 4200.1; and be installed to comply with AS4200.2; be a vapour permeable membrane for climate zones 6, 7 & 8; be located on the exterior side of the primary insulation layer of wall assemblies that form the external envelope of a building, in accordance with the NCC 2019 – 3.8.7.2(a). Where a pliable building membrane is not installed within a single skin masonry or concrete wall, the primary water control layer must be separate from water sensitive materials by a drained vanity, in accordance with the NCC 2019 – 3.8.7.2(b).

Flow rate and discharge of exhaust systems installed within a kitchen, bathroom, sanitary compartment or laundry must have a minimum flow rate in accordance with the NCC 2019 – 3.8.7.3(a). Except for exhaust systems installed within a bathroom, sanitary compartment or laundry must be discharged in accordance with the NCC 2019 – 3.8.7.3(b).

Where exhausts systems are required to be discharged into a roof space, the roof space must be ventilated through openings in accordance with 3.8.7.4(b) & 3.8.7.4(c), complying with the NCC 2019 – 3.8.7.4.

Stair Construction

Stairways must be designed in accordance with the NCC 2019 – Part 3.9.1 and the loading forces of the stairways must be in accordance with AS/NZS1170.1. Each staircase must not have more than 18 and not less than 2 risers in each flight and have a slope relationship calculated and in accordance with the NCC 2019 – 3.9.1.2 & Table 3.9.1.1.

A consistent going and riser through each flight must be provided in accordance with the NCC 2019 – 3.9.1.2(a)(iii), and must be within the following variations; adjacent risers, or between adjacent going, is no greater than 5mm; and the largest and smallest riser within a flight, or the largest and smallest going within the flight, does not exceed 10mm.

All risers must not have openings that allow for a 125mms sphere to pass through between the treads, in accordance with the NCC 2019 – 3.9.1.2(a)(iv) & Figure 3.9.1.4 – Riser and Going Dimensions – Measurements.

All stairways serving only non-habitable rooms (such as an attic, storerooms and the like that are not used on regular or daily basis) must have a slope relationship in accordance with the NCC 2019 – 3.9.1.2(b) & Table 3.9.1.1 (Table 3.9.1.1 may be substituted with those in Table 3.9.1.2. These non-habitable stairways need not to comply with 3.9.1.2(a)(iv).

Riser & Going Dimensions:

Dimensions are Compliant for Staircases, Excluded Spiral Stairs:

Risers(R) – 190mm maximum and 115mm minimum
Going (G) – 355mm maximum and 240mm minimum
2R + 1G – 700mm maximum and 550mm minimum

Dimensions for Spiral Staircases:

Risers(R) – 220mm maximum and 140mm minimum
Going (G) – 370mm maximum and 210mm minimum
2R + 1G – 680mm maximum and 590mm minimum

Dimensions for Staircases Serving a Non-Habitable Room Used Infrequently:

Risers(R) – 225mm maximum and 130mm minimum
Going (G) – 355mm maximum and 215mm minimum
2R + 1G – 700mm maximum and 540mm minimum

Ramps

An external ramps serving an external doorway or a ramp within a building must be designed to take loading forces in accordance with AS/NZS 1170.1; and have a gradient not steeper than 1:8; and be provided with landing complying with Clause 3.9.1.5 at the top and bottom of the ramp and at intervals not greater than 15m, in accordance with the NCC 2019 – 3.9.1.3.

Slip-resistance

Slip-resistance treatment to stair treads, ramps and landings must be in accordance with the NCC 2019 – 3.9.1.4 & Table 3.9.1.3 – Slip-resistance Classifications.

Barriers & Handrails

A continuous barrier must be provided along the side of trafficable surfaces such as stairway, ramp or the like; a floor, corridor, hallway, balcony, deck, verandah, mezzanine, access bridge or the like; a roof top space or the like to which general access is provided; any dedicated path of access to a building; where there is a potential fall greater than 1m or more measured from the level of the trafficable surface to the surface beneath in accordance with the NCC 2019 – 3.9.2.2(a) & Figure 3.9.2.1.

The requirements of Clause 3.9.2.2(a) does not comply to a retaining wall unless the retaining wall forms part of, or is directly associated with a delineated path of access to a building or from the road, or a desalinated path of access between buildings; or a barrier provided to an openable window covered by Clause 3.9.2.6 & 3.9.2.7, in accordance with the NCC 2019 – 3.9.2.2(b).

A barrier required as specified in Clause 3.9.2.2, must comply with the following in accordance with the NCC 2019 – 3.9.2.3.

Barriers must have a height no less than 865mm above the nosings of the stair treads, the floor of a ramp or the like (as per Figure 3.9.2.3) and a height no less than 1000mm above the floor of any surface specified in Clause 3.9.2.2 (as per Figure 3.9.2.2 & Figure 3.9.2.3), in accordance with the NCC 2019 – 3.9.2.3(a).

Barriers with openings (including decorative openings) must be constructed so that they do not permit a 125mm sphere to pass through, in accordance with the NCC 2019 – 3.9.2.3(c). Barriers to certain non-habitable rooms must have openings in accordance with the NCC 2019 – 3.9.2.3(d).

A barrier constructed of wire is deemed to meet the requirements of Clause 3.9.2.3(c), must be constructed in accordance with the NCC 2019 – 3.9.2.3(d) & Clause 3.9.2.5.

A barrier constructed of glass must comply with the NCC 2019 – 3.9.2.3(g), Part 3.6 and Australian Standard AS1288.

Handrails to a stairway or must be provided to at least one side of the stairway flight or ramp; be located along the full length of the stairway flight or ramp; have a top surface of the handrail not less than 865mm vertically above the nosing of the stair tread or floor surface of the ramp (as per Figure 3.9.2.4); be continuous and have no obstructions on or above them that will tend to break a handhold, in accordance with the NCC 2019 – 3.9.2.4.

Openable windows in a bedroom with a fall potential of 2m or more to the surface below, must be provided with protection in accordance with the NCC 2019 – 3.9.2.6. For openable windows in other rooms than a bedroom, must be protected in accordance with the NCC 2019 – 3.9.2.7.

Swimming Pools

For pools with a depth of more than 300mm and associated with a Class 1 building, safety barriers must be installed in accordance with AS1926 (Parts 1 & 2), in accordance with the NCC 2019 – 3.10.1.0.

Barriers must restrict access of young children to the pool and immediate surrounds with a fence that has a minimum height of 1200mm with a 900mm non-climbable zone all around the pool perimeter – refer to Figure 2a and 2b of AS1926. Gates installed in the fence must be self-closing and self-latching with a latch release 1500mm high and must open outward from the pool.

Earthquake Areas

Refer to Part 3.10.2 of the NCC 2019 for the acceptable structural construction manuals for Class 1 and 10 buildings constructed in areas subject to seismic activity.

Flood Hazard Areas

Refer Part 3.10.3 of the NCC 2019 Class 1 buildings constructed in a flood hazard area, buildings satisfy Part 3.10.3 if the building is constructed in accordance with the ABCB Standard for Construction of Buildings in Flood Hazard Areas.

Construction in Alpine Areas

Refer Part 3.10.4 of the NCC 2019 for buildings constructed in alpine areas. Building satisfy Part 3.10.4, is additional construction requirements are given to external doors, external trafficable structures and clear spaces around buildings.

Attachment of Decks & Balconies to External Walls of Buildings

Performance Requirement P2.1.1 is satisfied for the attachment of a deck or balcony to an external wall of a building, if the deck or balcony is not located within an alpine area, the height of the deck or balcony is not more than 3m measured from the uppermost finished floor surface of the deck or balcony at any point to the top of any supporting footing; the whaling plate does not support more than one floor, loadbearing or non-loadbearing walls or roof loads; the deck or balcony does not cantilever off the external wall; and the total imposed load on the deck or balcony does not exceed 2kPa, the deck or balcony is constructed of steel or timber complying with Part 3.0; the external wall is constructed of 190mm thick fully core-filled masonry wall, reinforced with vertical N12 bars at no more than 600mm centres, steel framing or timber framing wall in accordance with Part 3.4.2 & Part 3.4.3, in accordance with the NCC 2019 – 3.10.6.1.

Where a deck or balcony relies on the external wall of a building or structure to support, the method of attachment, including any fixings, to the external wall must comply with the following, in accordance with the NCC 2019 – 3.10.6.2. The deck or balcony's joist framing member must be supported at the wall by a whaling plate; whaling plate must be no smaller than a 190mm x 45mm F5 or MGP10 timber member or a C15015 G550 steel member with the web located against the external wall; whaling plate must be fixed to the external wall via stainless steel, hot-dipped galvanised or monel metal M12 coach bolts, in accordance with Clause 3.10.6.2(e)(f).

Where the wall cladding is removed on the external wall to attach the whaling plate, openings must be flashing and materials must comply with AS/NZS 2904, in accordance with the NCC 2019 – 3.10.6.3.

Where a deck or balcony is more than 1m off the ground when measured from the uppermost surface of the deck or balcony at any point to the top of any supporting footing, bracing must be provided in accordance with the NCC 2019 – 3.10.6.4. Two diagonal opposed 30mm x 0.8mm galvanised steel straps must be installed across the top or underside of the joists and be attached using one fixing at each joist or equivalent framing member and whaling plate; a secondary set of 30mm x 0.8mm galvanised steel straps must be installed using one fixing at each joist of equivalent framing member in accordance with Figure 3.10.6.2, where the deck or balcony extends more than 4m from the external wall; steel straps must be continuous and extend diagonally at an angle between 30° & 60° and span no more than 4m measured along a right angle from the external wall; steel straps must be fixed to timber and steel framing in accordance with Clause 3.10.6.4(d); where the deck or balcony is located within a severe corrosion environment the bracing and fixing must be in accordance with Clause 3.10.6.4(e) & Table 3.4.4.7.

Heating Appliances

Performance Requirement P2.3.3 is satisfied for boilers, pressure vessels, heating appliances, fireplaces, chimneys and flues, is they are installed in accordance with the Australian Standard AS/NZS 2918 – Domestic Solid-Fuel Burning Appliances, in accordance with the NCC 2019 – Part 3.10.7.

An open fireplace or solid-fuel burning appliance, in which the fuel-burning appliance is not enclosed, must be in accordance with the NCC 2019 – 3.10.7.2. The construction of a chimney must comply with Part 3.3 and be in accordance with the NCC 2019 – 3.10.7.3.

Installation of insert fireplaces and flues must be in tested and passed complying with AS/NZS 2918, in accordance with the NCC 2019 – 3.10.7.4.

Installation of free-standing heating appliance must have safety clearances and be tested and passed complying with AS/NZS 2918, in accordance with the NCC 2019 – 3.10.7.5.

Energy Efficiency

A Class 1 building must achieve an energy rating, calculated using a House Energy Rating Software, of not less than 6 stars, in accordance with the NCC 2019 – 3.12.0.1.

A building may achieve no less than 5.5 stars, if the building in climate zones 1 or 2, that has an outdoor area described in Clause 3.12.0.1(c), and must be fully covered with an impervious roof having a total R-value greater than or equal to 1.5 (for download heat flow; or has at least one permanently installed ceiling fan.

A building may achieve no less than 5 stars, if the building in climate zones 1 or 2, that has an outdoor area described in Clause 3.12.0.1(c), and must be fully covered with an impervious roof having a total R-value greater than or equal to 1.5 (for download heat flow; and has at least one permanently installed ceiling fan.

The heating and cooling load limits in Clause 3.12.0.1(a) are specified in the ABCB Standard for NatHERS Heating and Cooling Load Limits, in accordance with the NCC 2019 – 3.12.0.1(b).

Building Fabric

In a Class 1 building, an attached Class 10a and Class 10a with conditioned space, insulation is required and must comply with AS/NZS4859.1 and be installed in accordance with the NCC 2019 – 3.12.1.1.

Insulation must be installed so that is abuts or overlaps adjoining insulation or other supporting members such as columns, studs, noggings, joists, furring channels and the like where the insulation must abut against a member; forms a continuous barrier with ceilings, walls, bulkhead, floors or the like that inherently contributes to the thermal barrier; does not affect the safe or effective operation of a domestic service or fitting, in accordance with the NCC 2019 – 3.12.1.1(a). When required, reflective insulation must be installed with the necessary airspace, to achieve the required R-value between a reflective side of the reflective insulation and a building lining or cladding; each sheet or roll membrane being overlapped greater than 150mm or taped together, in accordance with the NCC 2019 – 3.12.1.1(b).

When required, bulk insulation must be installed so that maintains its position and thickness, other than where it crosses roof battens, water pipes, electrical cabling or the like, in accordance with the NCC 2019 – 3.12.1.1(c).

Roofs must achieve an R-value specified in Table 3.12.1.1a to Table 3.12.1.1g as appropriate to the climate zone, for the direction of heat flow; where the pitched roof has a flat ceiling, have greater than or equal to 50% of the added insulation on the ceiling, in accordance with the NCC 2019 – 3.12.1.2(a).

The required R-value for roofs, may be reduced by 0.5 where the required insulation is laid on the ceiling and the roof space is ventilated, for buildings within Climate Zone 1, 2, 3, 4 & 5, in accordance with the NCC 2019 – 3.12.1.2(b).

Roof lights serving a habitable room or an interconnecting space such as a corridor, hallway, stairway or the like, must be in accordance with the NCC 2019 – 3.12.1.3.

Each part of an external wall must have a minimum R-value for each climate zone in accordance with the NCC 2019 – 3.12.1.4(b). External walls within a Climate Zone 1, 2, 3, 4 & 5 must have a minimum R-value of 2.8, or achieve a minimum R-value of 2.4; and shade the external wall of the storey with a verandah, balcony, eaves, carport or the like, which projects at a minimum angle of 15 degrees in accordance with Figure 3.12.1.2. For walls with a density greater than or equal to 220 kg/m² must be in accordance with the NCC 2019 – 3.12.1.4(c).

Suspended floors, other than an intermediate floor in a building with more than one storey, must achieve a minimum R-value specified in Table 3.12.1.4, in accordance with the NCC 2019 – 3.12.1.5. Floors that have an in-slab or in-screed heating or cooling system, must be installed around the vertical edge of its perimeter with insulation; or underneath the slab with insulation; or that is enclosed beneath, must have a barrier installed at or below floor level to prevent convection within the wall cavity, from the airspace under the floor, in accordance with the NCC 2019 – 3.12.1.5(a)(ii).

A suspended timber or concrete floor deemed to have the total R-value specified in Table 3.12.1.5a & Table 3.12.1.5b, in accordance with the NCC 2019 – 3.12.1.5(b).

A concrete slab-on-ground with in-slab or in-screed heating or cooling system, must have insulation installed around the vertical edge of its perimeter and have an R-value greater then specified in accordance with the NCC 2019 – 3.12.1.5(c).

Where insulation is required in accordance with Clause 3.12.1.5(a)(ii) & 3.12.1.5(c)(iii)(A) must be water resistant, be continuous from the adjacent finish ground level, in accordance with the NCC 2019 – 3.12.1.5(d).

A Class 10a building attached to a Class 1 building, must have an external fabric that achieves the required level of thermal performance for the Class 1 building; or be separate from the Class 1 building with construction having the required level of thermal performance for the Class 1 building, in accordance with the NCC 2019 – 3.12.1.6.

TOWN PLANNING
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DMC
Drafting & Design
Unit 7/4 Schoder Street, Strathdale
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ABN: 17 097 849 769

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REVISIONS			
Rev. #	Date	Drawn	Description
A	23.11.22	CML	PRELIM
C	09.12.22	CML	TP ISSUE

PROJECT CLIENT: REGIONAL HOME BUILDERS

ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517

PROJECT: PROPOSED DEVELOPMENT

PROJECT NUMBER:
DMC-RHB006-11-12

DATE: 14.02.2023

ISSUE NUMBER: TP

DRAWN BY: PC

APPROVED BY: DMC

SHEET NAME:
GENERAL NOTES

SCALE:

DRAWING NO: A102



[1]



[3]



[2]

PROPOSED SITE

71 SULLIVAN STREET, INGLEWOOD 3517

[1] ENLARGED LOCATION PLAN
SCALE: N.T.S

[2] LOCATION PLAN
SCALE: N.T.S

[3] STREET VIEW OF EXISTING SITE
SCALE: N.T.S

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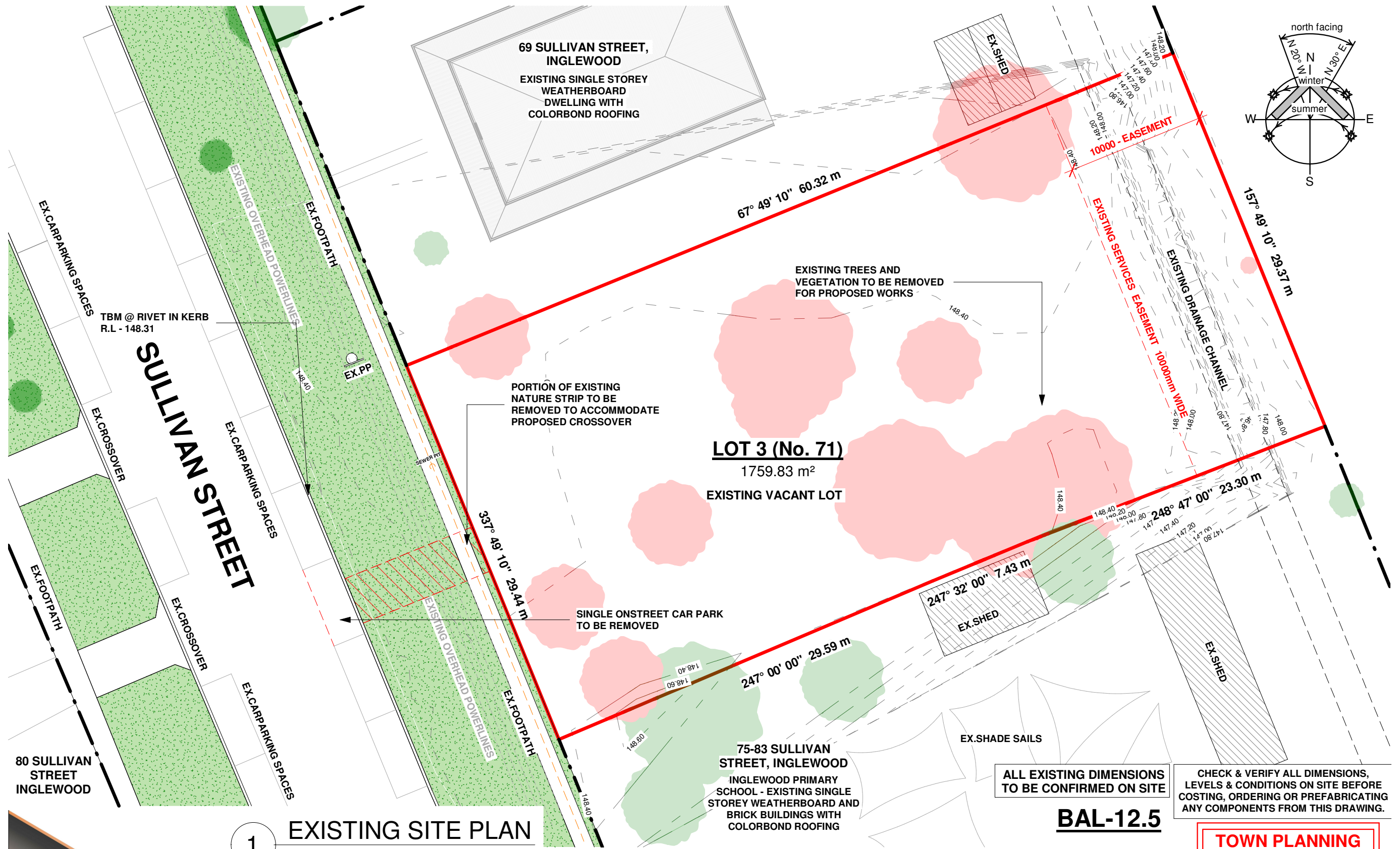
PROJECT CLIENT: REGIONAL HOME BUILDERS
ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517
PROJECT: PROPOSED DEVELOPMENT

BAL-12.5

PROJECT NUMBER: DMC-RHB006-11-12
DATE: 14.02.2023
ISSUE NUMBER: TP
DRAWN BY: PC
APPROVED BY: DMC

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SHEET NAME: LOCALITY PLAN
SCALE: DRAWING NO: A105



1 EXISTING SITE PLAN
1 : 250

BAL-12.5
ALL EXISTING DIMENSIONS TO BE CONFIRMED ON SITE
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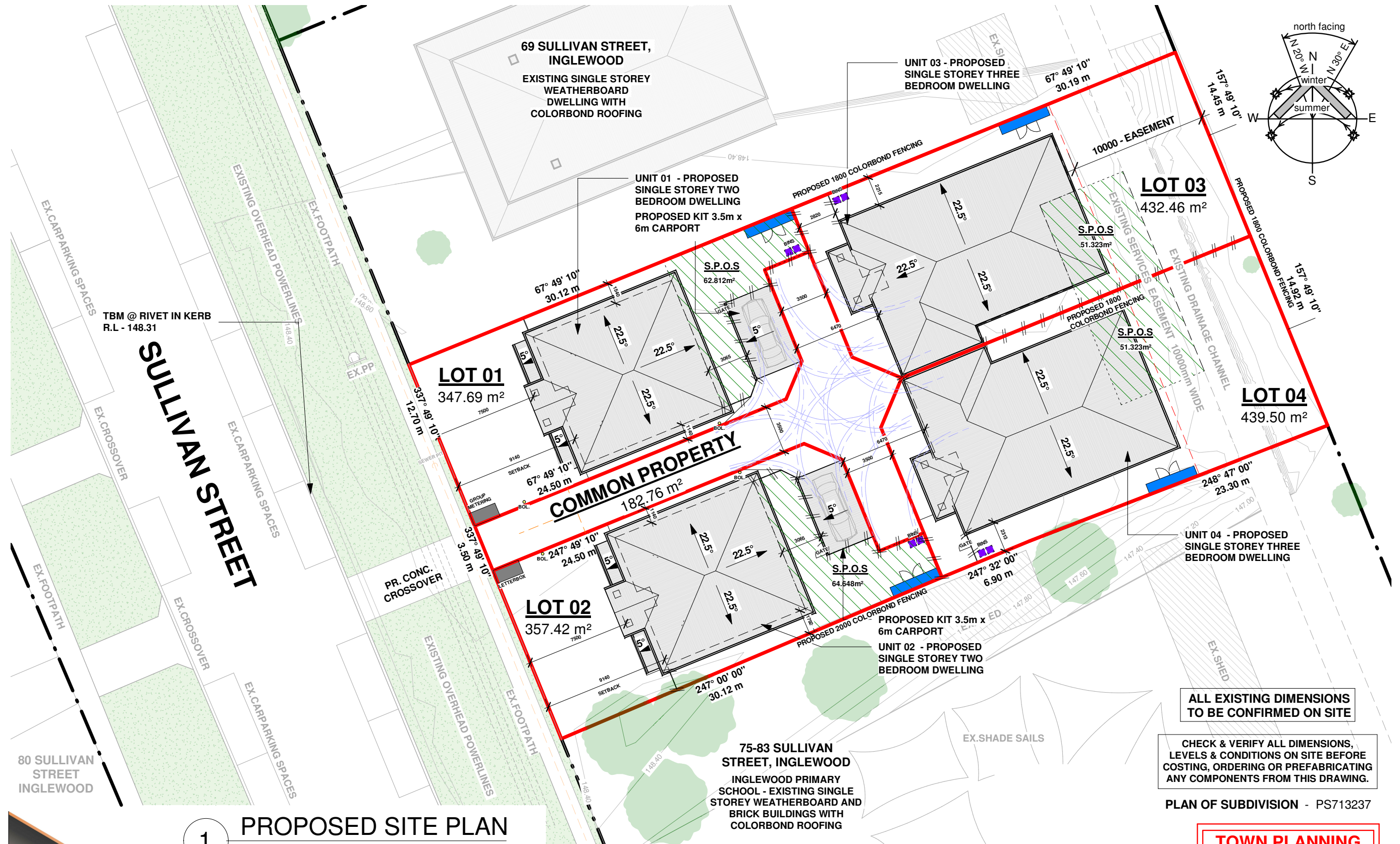
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C	09.12.22	CML	TP ISSUE

PROJECT CLIENT: REGIONAL HOME BUILDERS
ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517
PROJECT: PROPOSED DEVELOPMENT

PLAN OF SUBDIVISION - PS713237		DATE: 14.02.2023	SHEET NAME: EXISTING SITE PLAN
PROJECT NUMBER: DMC-RHB006-11-12	ISSUE NUMBER: TP	DRAWN BY: PC	SCALE: 1 : 250
APPROVED BY: DMC			DRAWING NO: A201



1 PROPOSED SITE PLAN
1 : 250

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PLAN OF SUBDIVISION - PS713237

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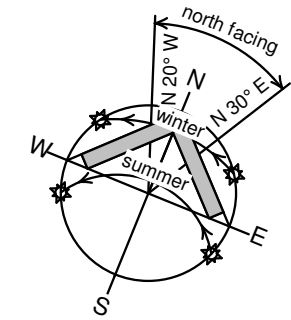
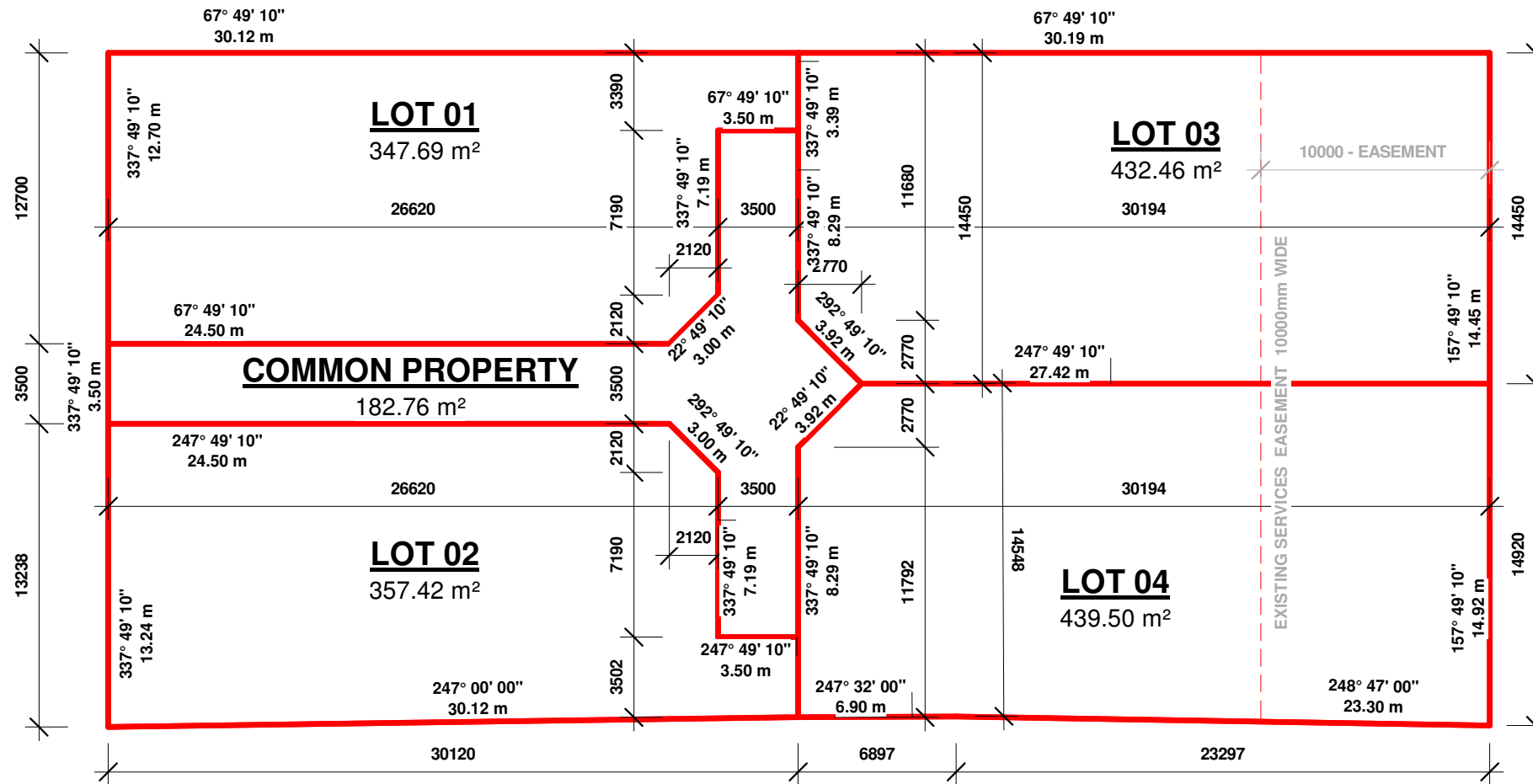
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REVISIONS			
Rev. #	Date	Drawn	Description
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E	14.02.23	CML	PLANNING REV.

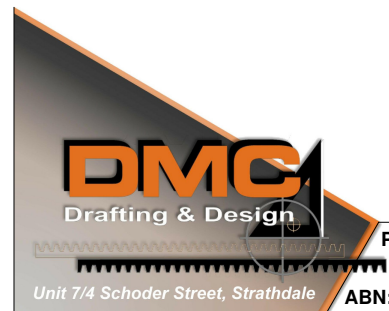
PROJECT CLIENT: REGIONAL HOME BUILDERS
ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517
PROJECT: PROPOSED DEVELOPMENT

DATE: 14.02.2023
ISSUE NUMBER: TP
DRAWN BY: CML
APPROVED BY: DMC

SHEET NAME: PROPOSED SITE PLAN
SCALE: 1 : 250
DRAWING NO: A301



1 SUBDIVISION PLAN
1 : 250



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A	23.11.22	CML	PRELIM
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PROJECT CLIENT: REGIONAL HOME BUILDERS
ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517
PROJECT: PROPOSED DEVELOPMENT

BAL-12.5

PROJECT NUMBER: DMC-RHB006-11-12	DATE: 14.02.2023 ISSUE NUMBER: TP DRAWN BY: CML APPROVED BY: DMC	SHEET NAME: SUBDIVISION PLAN SCALE: 1 : 250 DRAWING NO: A302
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**TOWN PLANNING
DRAWING SET**
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LEGEND:

- 820 - Door width (Nom.)
- 1012 - Window size H x W (Nom.)
- C.H - Ceiling Height
- C.O.S - Confirm on site
- CSD - Cavity Sliding Door
- DP - Downpipe
- DS - Double Stud
- DW - Dishwasher
- EF - Exhaust Fan
- EX. - Existing
- F - Fixed
- F.F.L - Finished Floor Level
- FW - Floor Waste
- H - Lift off hinges to WC
- HR - Handrail
- HWS - Hot Water Service
- LBW - Load-bearing Wall
- MV - Microwave
- N.G.L - Natural Ground Line
- O - Openable
- OHCb - Overhead Cupboards
- PDP - Proposed Downpipe
- REF - Refrigerator
- R/H - Rangehood
- R.L - Arbitrary raised level
- RWH - Rainwater Head
- SD - Smoke Detector
- SGD - Sliding Glass Door
- SHWR - Shower
- SSS - Stainless Steel Sink
- T - Trough
- TR - Towel Rail
- V - Vent
- VB - Vanity Basin
- WC - Water Closet
- WIR - Walk in Robe
- WM - Washing Machine
- WN - Wall Niche
- WO - Wall Oven
- WP - Water Point
- WT - Water Tap

U1 - AREA SCHEDULE

NAME	AREA	SQUARES
U1 - LIVING	111.57 m ²	12.01
U1 - PORCH	5.42 m ²	0.58
U1 - CARPORT	21.00 m ²	2.26
TOTAL:	137.99 m ²	14.85

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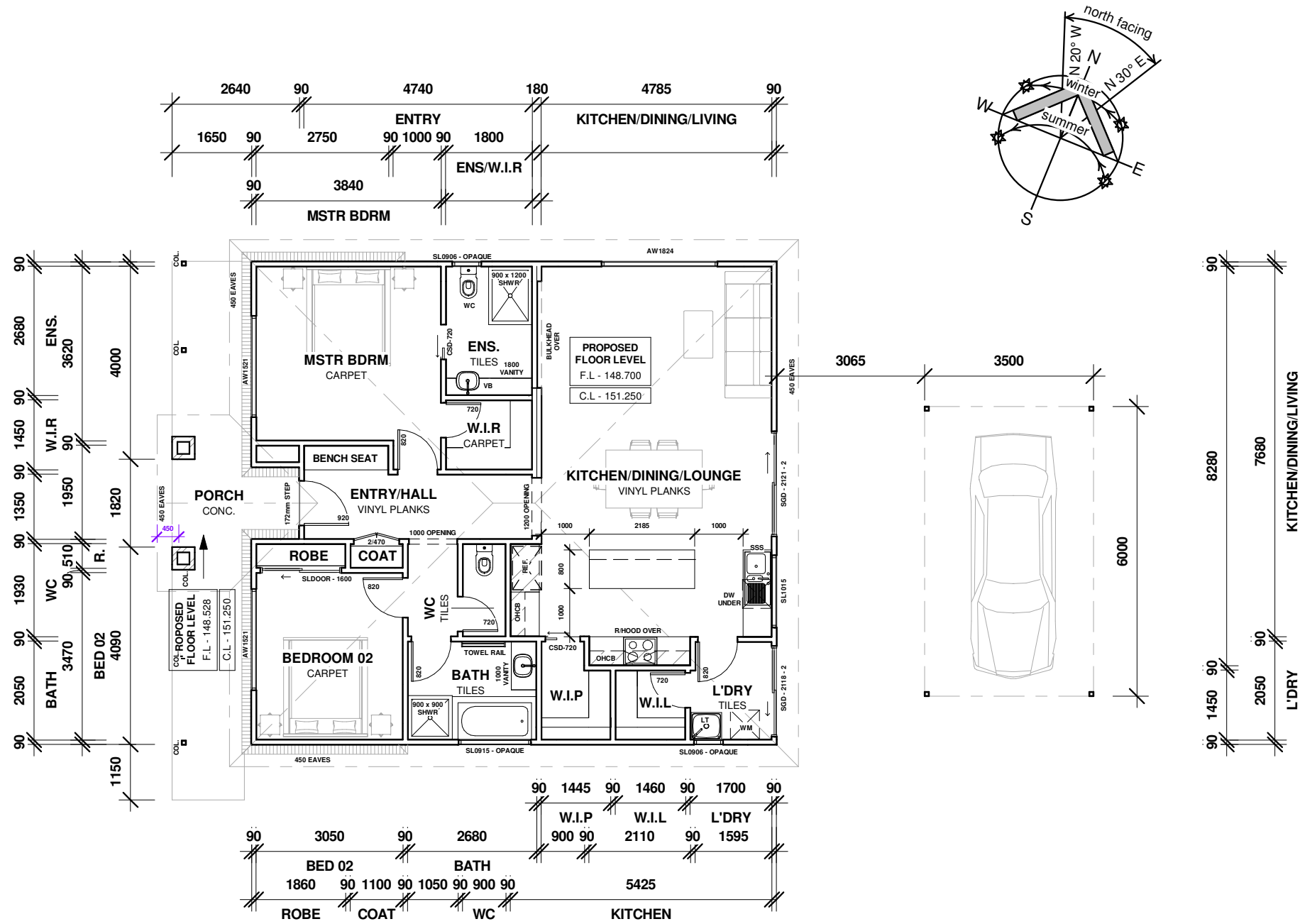
NATURAL LIGHT & VENTILATION

NL - NATURAL LIGHT = Min. 10%
 V - VENTILATION = Min. 5%

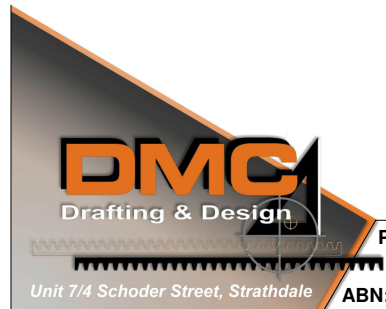
Minimum natural light and ventilation requirements for habitable room areas as per Clauses 3.8.4 & 3.8.5 of the NCC Vol 2 2019.

This excludes: Bathroom, laundry, water-closet, pantry, walk-in wardrobe, corridor, hallway, lobby, photographic darkroom and clothes-drying room.

*If no natural ventilation is provided to bathrooms, ensuite and WC's then mechanical ventilation must be provided.



1 UNIT 01 - FLOOR PLAN
1 : 100



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REVISIONS

Rev. #	Date	Drawn	Description
A	23.11.22	CML	PRELIM
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E	14.02.23	CML	PLANNING REV.

PROJECT CLIENT: REGIONAL HOME BUILDERS

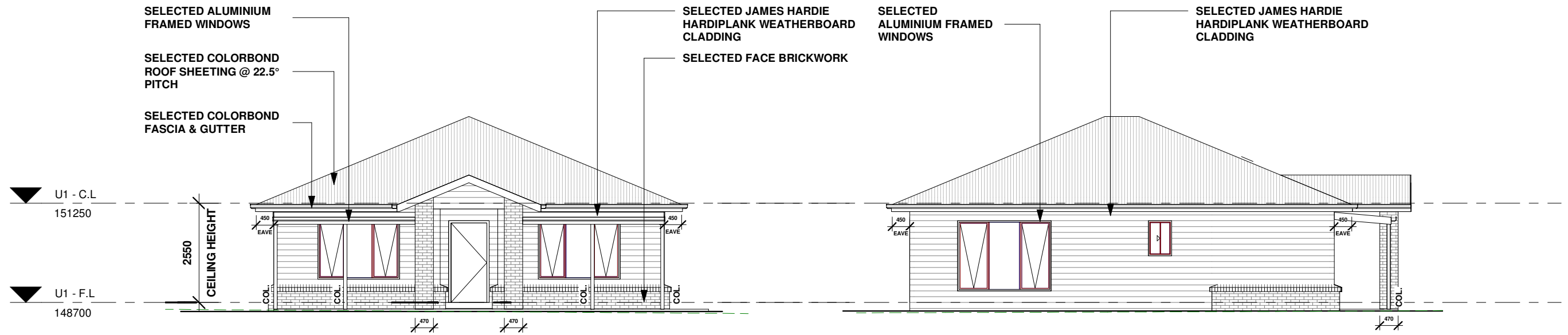
ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517

PROJECT: PROPOSED DEVELOPMENT

BAL-12.5

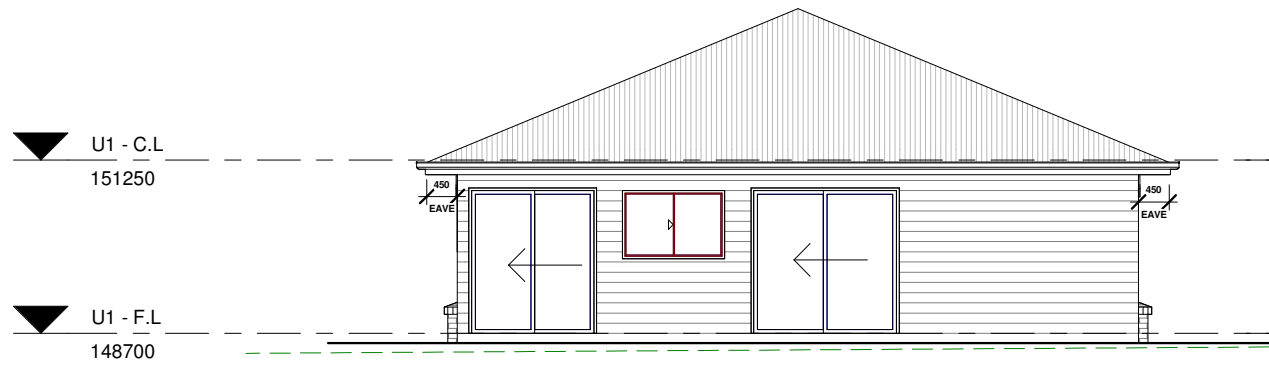
TOWN PLANNING DRAWING SET
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PROJECT NUMBER: DMC-RHB006-11-12	DATE: 14.02.2023	SHEET NAME: UNIT 01 - FLOOR PLAN
	ISSUE NUMBER: TP	
	DRAWN BY: CML	
	APPROVED BY: DMC	SCALE: 1 : 100
		DRAWING NO: A303

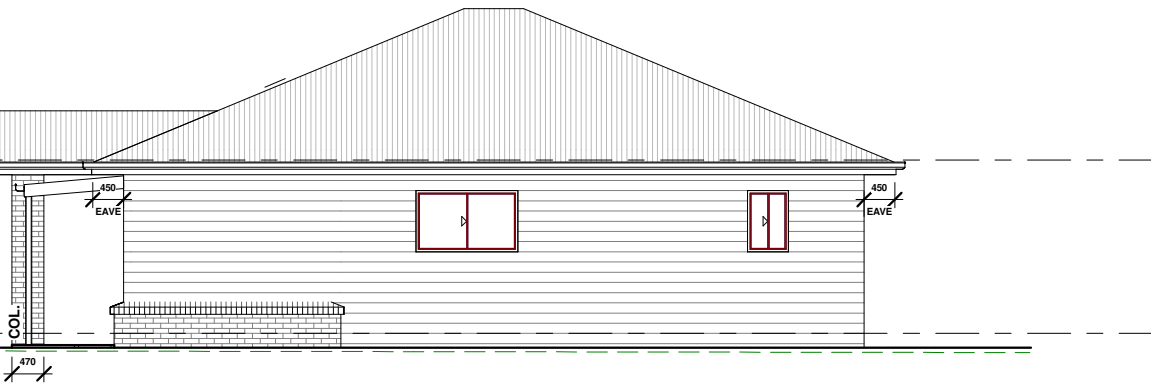


1 U1 - WEST ELEVATION
1 : 100

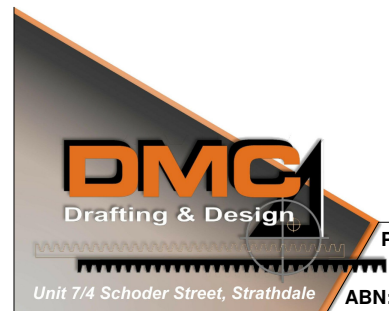
2 U1 - NORTH ELEVATION
1 : 100



3 U1 - EAST ELEVATION
1 : 100



4 U1 - SOUTH ELEVATION
1 : 100



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C	09.12.22	CML	TP ISSUE
E	14.02.23	CML	PLANNING REV.

PROJECT CLIENT: REGIONAL HOME BUILDERS
ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517
PROJECT: PROPOSED DEVELOPMENT

BAL-12.5

**TOWN PLANNING
DRAWING SET**
NOT FOR CONSTRUCTION

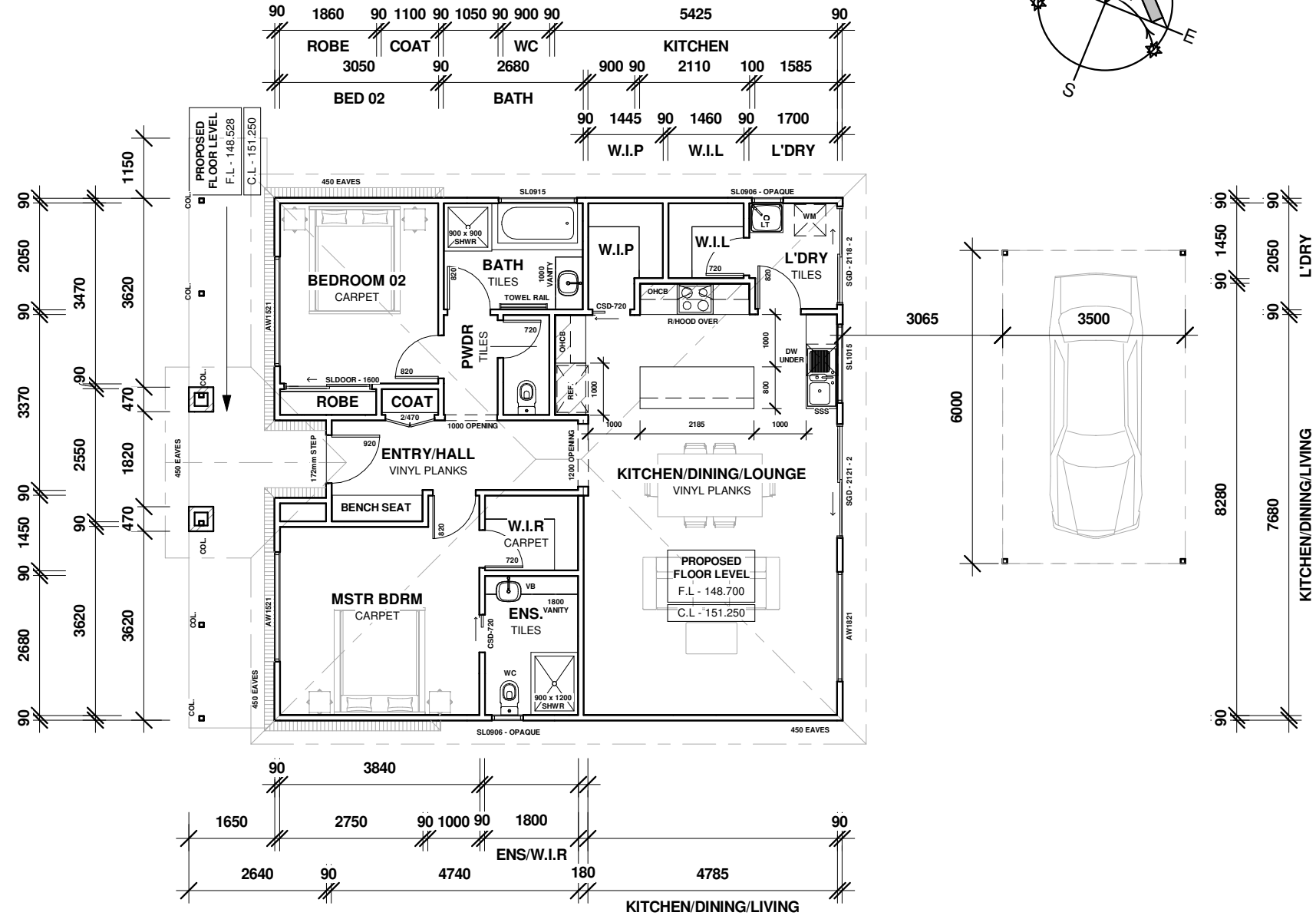
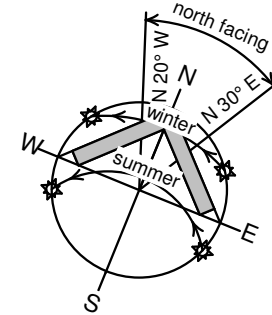
PROJECT NUMBER: DMC-RHB006-11-12	DATE: 14.02.2023 ISSUE NUMBER: TP DRAWN BY: CML APPROVED BY: DMC	SHEET NAME: UNIT 01 - ELEVATIONS SCALE: 1 : 100 DRAWING NO: A304
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LEGEND:

- 820 - Door width (Nom.)
- 1012 - Window size H x W (Nom.)
- C.H - Ceiling Height
- C.O.S - Confirm on site
- CSD - Cavity Sliding Door
- DP - Downpipe
- DS - Double Stud
- DW - Dishwasher
- EF - Exhaust Fan
- EX. - Existing
- F - Fixed
- F.F.L - Finished Floor Level
- FW - Floor Waste
- (H) - Lift off hinges to WC
- HR - Handrail
- HWS - Hot Water Service
- LBW - Load-bearing Wall
- MV - Microwave
- N.G.L - Natural Ground Line
- O - Openable
- OHCB - Overhead Cupboards
- PDP - Proposed Downpipe
- REF - Refrigerator
- R/H - Rangehood
- R.L - Arbitrary raised level
- RWH - Rainwater Head
- SD - Smoke Detector
- SGD - Sliding Glass Door
- SHWR - Shower
- SSS - Stainless Steel Sink
- T - Trough
- TR - Towel Rail
- V - Vent
- VB - Vanity Basin
- WC - Water Closet
- WIR - Walk in Robe
- WM - Washing Machine
- WN - Wall Niche
- WO - Wall Oven
- WP - Water Point
- WT - Water Tap

U2 - AREA SCHEDULE

NAME	AREA	SQUARES
U2 - LIVING	111.57 m ²	12.01
U2 - PORCH	5.42 m ²	0.58
U2 - CARPORT	21.00 m ²	2.26
TOTAL:	137.99 m ²	14.85



CHECK & VERIFY ALL DIMENSIONS, LEVELS & CONDITIONS ON SITE BEFORE COSTING, ORDERING OR PREFABRICATING ANY COMPONENTS FROM THIS DRAWING.

NATURAL LIGHT & VENTILATION

NL - NATURAL LIGHT = Min. 10%
 V - VENTILATION = Min. 5%

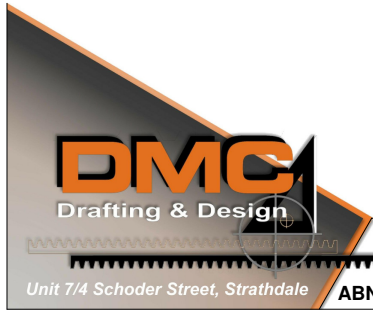
Minimum natural light and ventilation requirements for habitable room areas as per Clauses 3.8.4 & 3.8.5 of the NCC Vol 2 2019.

This excludes: Bathroom, laundry, water-closet, pantry, walk-in wardrobe, corridor, hallway, lobby, photographic darkroom and clothes-drying room.

*If no natural ventilation is provided to bathrooms, ensuite and WC's then mechanical ventilation must be provided.

1 UNIT 02 - FLOOR PLAN
 1 : 100

TOWN PLANNING DRAWING SET
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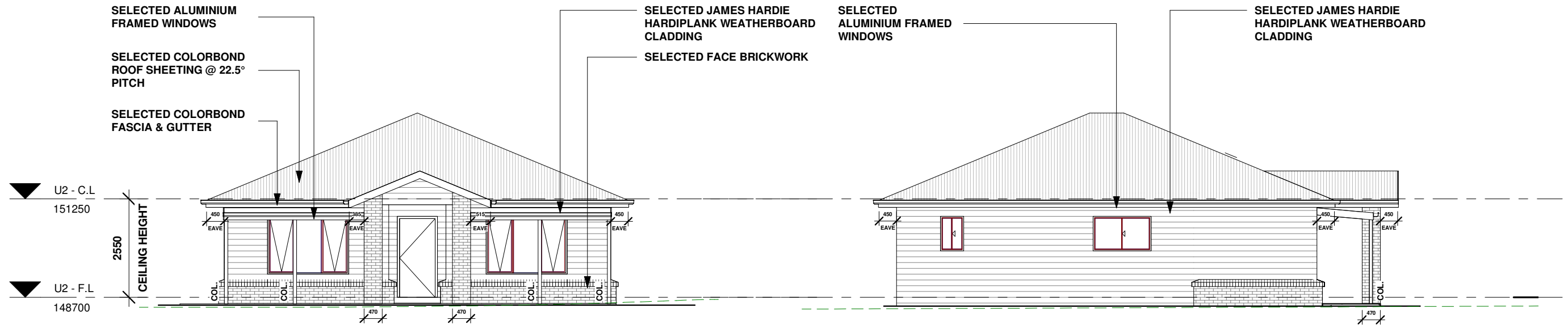
REVISIONS

Rev. #	Date	Drawn	Description
A	23.11.22	CML	PRELIM
C	09.12.22	CML	TP ISSUE
E	14.02.23	CML	PLANNING REV.

PROJECT CLIENT: REGIONAL HOME BUILDERS
 ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517
 PROJECT: PROPOSED DEVELOPMENT

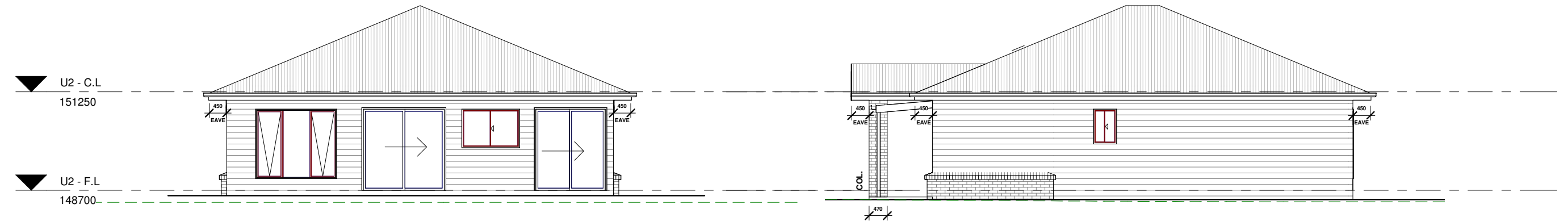
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 DATE: 14.02.2023
 ISSUE NUMBER: TP
 DRAWN BY: CML
 APPROVED BY: DMC

SHEET NAME: UNIT 02 - FLOOR PLAN
 SCALE: 1 : 100
 DRAWING NO: A305



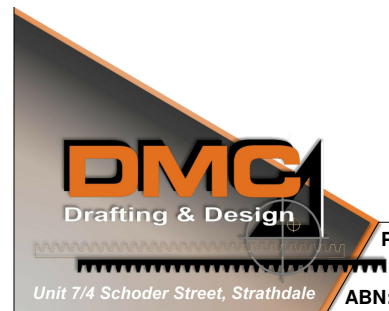
1 U2 - WEST ELEVATION
1 : 100

2 U2 - NORTH ELEVATION
1 : 100



3 U2 - EAST ELEVATION
1 : 100

4 U2 - SOUTH ELEVATION
1 : 100



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Rev. #	Date	Drawn	Description
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C	09.12.22	CML	TP ISSUE
E	14.02.23	CML	PLANNING REV.

PROJECT CLIENT: REGIONAL HOME BUILDERS
ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517
PROJECT: PROPOSED DEVELOPMENT

PROJECT NUMBER:
DMC-RHB006-11-12
DATE: 14.02.2023
ISSUE NUMBER: TP
DRAWN BY: CML
APPROVED BY: DMC

**TOWN PLANNING
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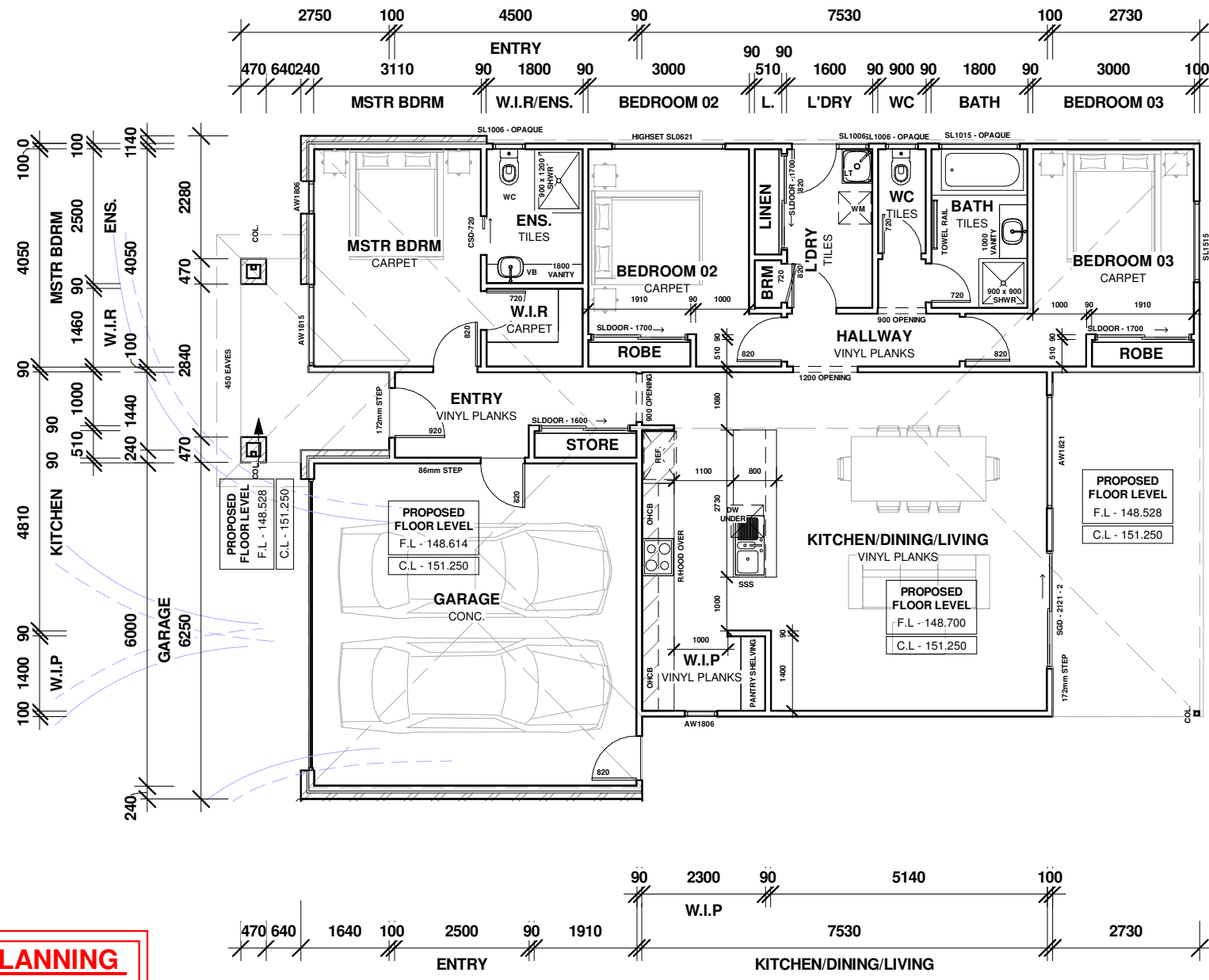
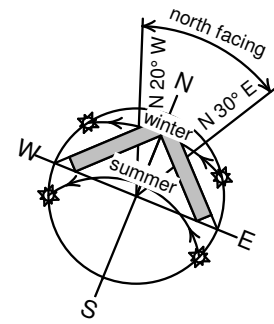
SHEET NAME:
UNIT 02 - ELEVATIONS
SCALE: 1 : 100
DRAWING NO: A306

LEGEND:

- 820 - Door width (Nom.)
- 1012 - Window size H x W (Nom.)
- C.H - Ceiling Height
- C.O.S - Confirm on site
- CSD - Cavity Sliding Door
- DP - Downpipe
- DS - Double Stud
- DW - Dishwasher
- EF - Exhaust Fan
- EX. - Existing
- F - Fixed
- F.F.L - Finished Floor Level
- FW - Floor Waste
- (H) - Lift off hinges to WC
- HR - Handrail
- HWS - Hot Water Service
- LBW - Load-bearing Wall
- MV - Microwave
- N.G.L - Natural Ground Line
- O - Openable
- OHCB - Overhead Cupboards
- PDP - Proposed Downpipe
- REF - Refrigerator
- R/H - Rangehood
- R.L - Arbitrary raised level
- RWH - Rainwater Head
- SD - Smoke Detector
- SGD - Sliding Glass Door
- SHWR - Shower
- SSS - Stainless Steel Sink
- T - Trough
- TR - Towel Rail
- V - Vent
- VB - Vanity Basin
- WC - Water Closet
- WIR - Walk in Robe
- WM - Washing Machine
- WN - Wall Niche
- WO - Wall Oven
- WP - Water Point
- WT - Water Tap

U3 - AREA SCHEDULE

NAME	AREA	SQUARES
U3 - GARAGE	40.52 m ²	4.36
U3 - LIVING	129.83 m ²	13.98
U3 - PORCH	6.49 m ²	0.70
U3 - ALFRESCO	17.44 m ²	1.88
TOTAL:	194.29 m ²	20.91



CHECK & VERIFY ALL DIMENSIONS, LEVELS & CONDITIONS ON SITE BEFORE COSTING, ORDERING OR PREFABRICATING ANY COMPONENTS FROM THIS DRAWING.

NATURAL LIGHT & VENTILATION

NL - NATURAL LIGHT = Min. 10%
 V - VENTILATION = Min. 5%

Minimum natural light and ventilation requirements for habitable room areas as per Clauses 3.8.4 & 3.8.5 of the NCC Vol 2 2019.

This excludes: Bathroom, laundry, water-closet, pantry, walk-in wardrobe, corridor, hallway, lobby, photographic darkroom and clothes-drying room.

*If no natural ventilation is provided to bathrooms, ensuite and WC's then mechanical ventilation must be provided.

TOWN PLANNING DRAWING SET
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1 UNIT 03 - FLOOR PLAN
 1 : 100



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REVISIONS

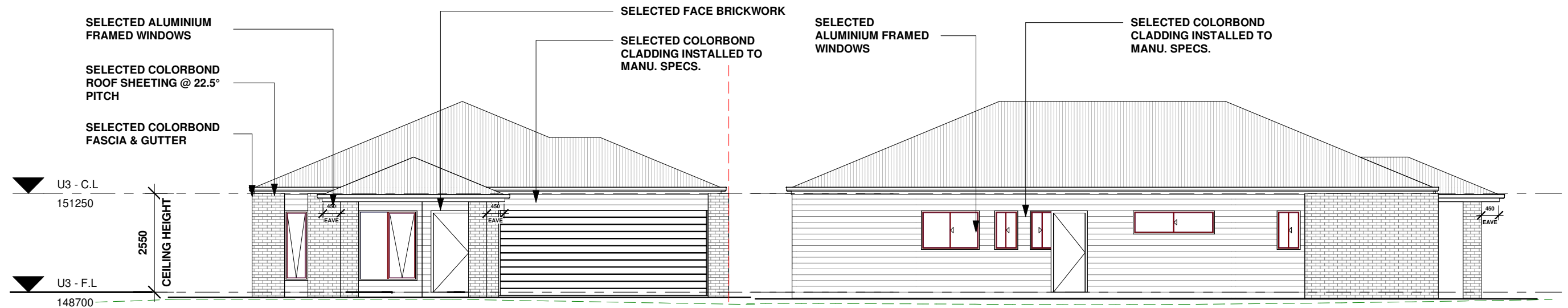
Rev. #	Date	Drawn	Description
A	23.11.22	CML	PRELIM
C	09.12.22	CML	TP ISSUE

PROJECT CLIENT: REGIONAL HOME BUILDERS
 ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517
 PROJECT: PROPOSED DEVELOPMENT

PROJECT NUMBER:
 DMC-RHB006-11-12

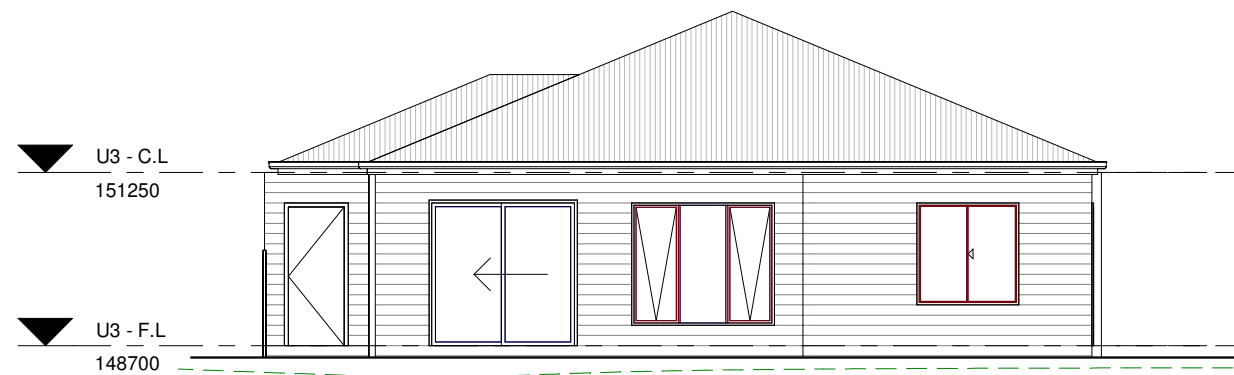
DATE: 14.02.2023
 ISSUE NUMBER: TP
 DRAWN BY: CML
 APPROVED BY: DMC

SHEET NAME:
 UNIT 03 - FLOOR PLAN
 SCALE: 1 : 100
 DRAWING NO: A307

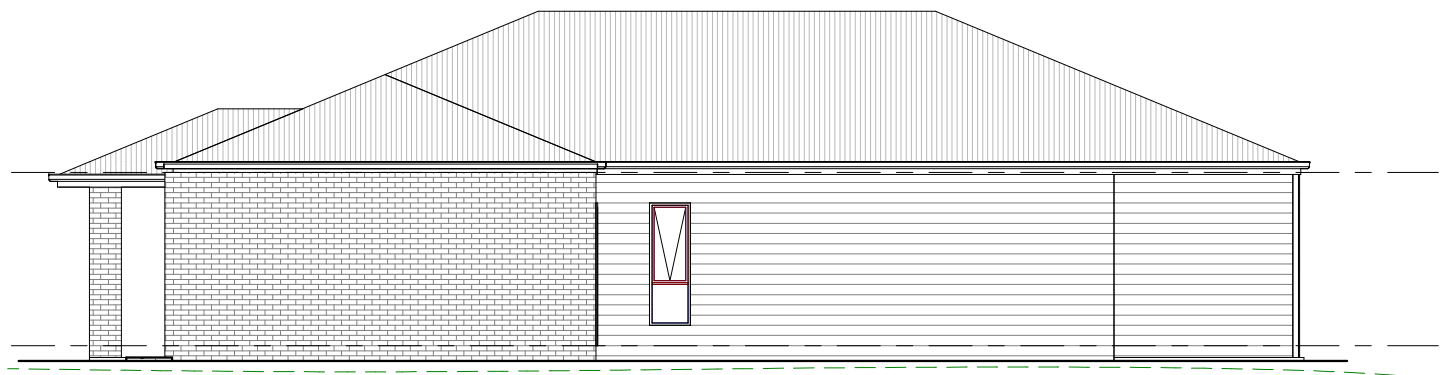


1 U3 - WEST ELEVATION
1 : 100

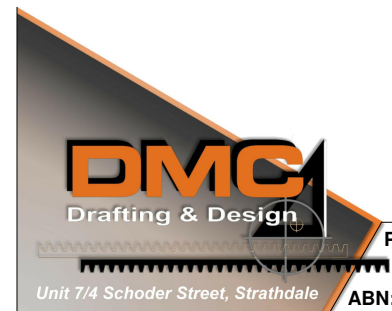
2 U3 - NORTH ELEVATION
1 : 100



3 U3 - EAST ELEVATION
1 : 100



4 U3 - SOUTH ELEVATION
1 : 100



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Rev. #	Date	Drawn	Description
A	23.11.22	CML	PRELIM
C	09.12.22	CML	TP ISSUE

PROJECT CLIENT: REGIONAL HOME BUILDERS
ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517
PROJECT: PROPOSED DEVELOPMENT

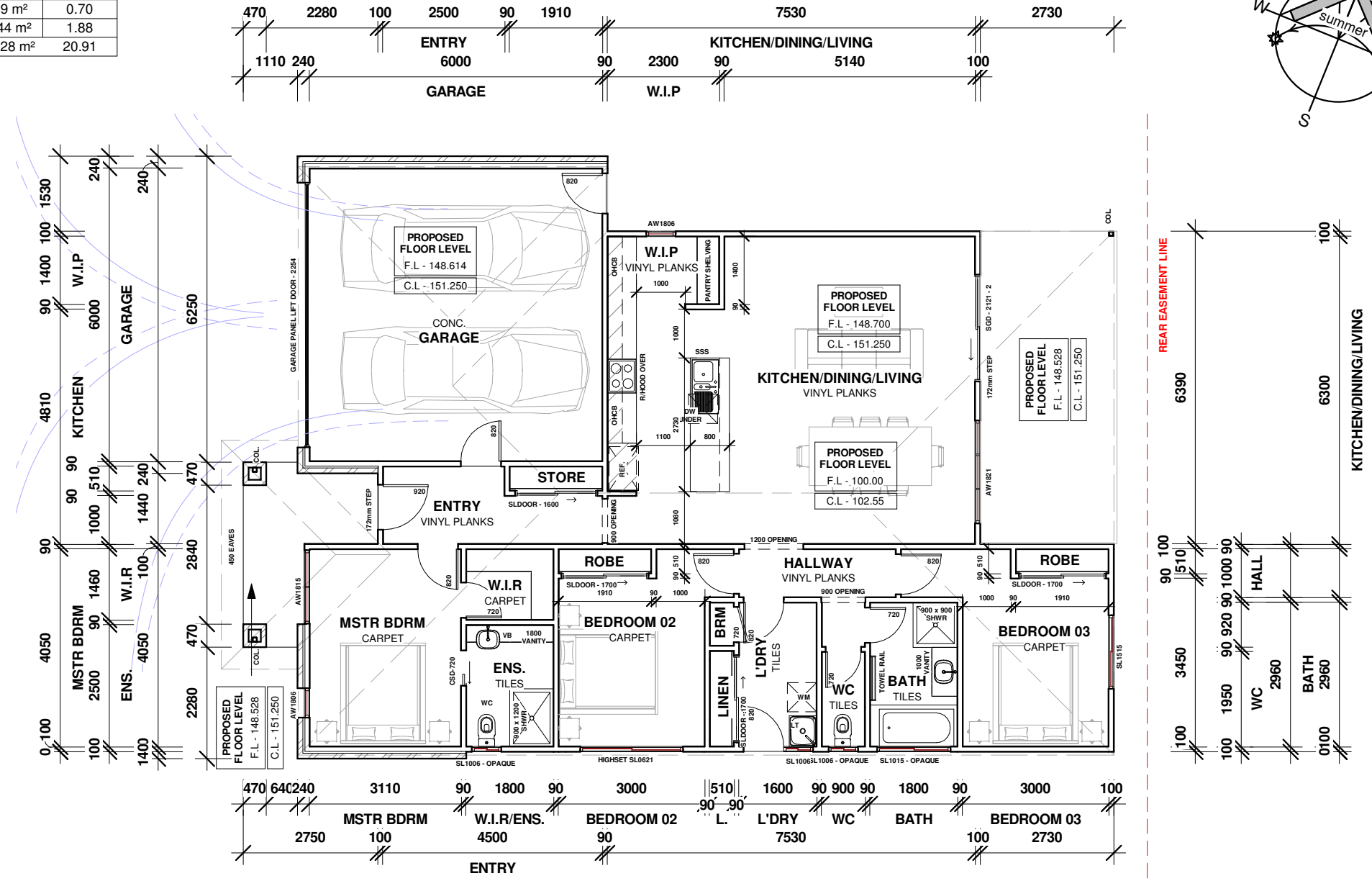
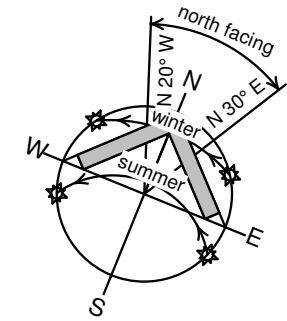
PROJECT NUMBER: DMC-RHB006-11-12
DATE: 14.02.2023
ISSUE NUMBER: TP
DRAWN BY: CML
APPROVED BY: DMC

**TOWN PLANNING
DRAWING SET**
NOT FOR CONSTRUCTION

SHEET NAME:
UNIT 03 - ELEVATIONS
SCALE: 1 : 100
DRAWING NO: A308

- LEGEND:**
- 820 - Door width (Nom.)
 - 1012 - Window size H x W (Nom.)
 - C.H - Ceiling Height
 - C.O.S - Confirm on site
 - CSD - Cavity Sliding Door
 - DP - Downpipe
 - DS - Double Stud
 - DW - Dishwasher
 - EF - Exhaust Fan
 - EX. - Existing
 - F - Fixed
 - F.F.L - Finished Floor Level
 - FW - Floor Waste
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 - VB - Vanity Basin
 - WC - Water Closet
 - WIR - Walk in Robe
 - WM - Washing Machine
 - WN - Wall Niche
 - WO - Wall Oven
 - WP - Water Point
 - WT - Water Tap

U4 - AREA SCHEDULE		
NAME	AREA	SQUARES
U4 - LIVING	129.82 m ²	13.97
U4 - GARAGE	40.52 m ²	4.36
U4 - PORCH	6.49 m ²	0.70
U4 - ALFRESCO	17.44 m ²	1.88
TOTAL:	194.28 m ²	20.91



CHECK & VERIFY ALL DIMENSIONS, LEVELS & CONDITIONS ON SITE BEFORE COSTING, ORDERING OR PREFABRICATING ANY COMPONENTS FROM THIS DRAWING.

NATURAL LIGHT & VENTILATION

NL - NATURAL LIGHT = Min. 10%
 V - VENTILATION = Min. 5%

Minimum natural light and ventilation requirements for habitable room areas as per Clauses 3.8.4 & 3.8.5 of the NCC Vol 2 2019.

This excludes: Bathroom, laundry, water-closet, pantry, walk-in wardrobe, corridor, hallway, lobby, photographic darkroom and clothes-drying room.

*If no natural ventilation is provided to bathrooms, ensuite and WC's then mechanical ventilation must be provided.

1 UNIT 04 - FLOOR PLAN
 1 : 100

TOWN PLANNING DRAWING SET
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DMC
 Drafting & Design

Ph: 03 5443 5328
 ABN: 17 097 849 769

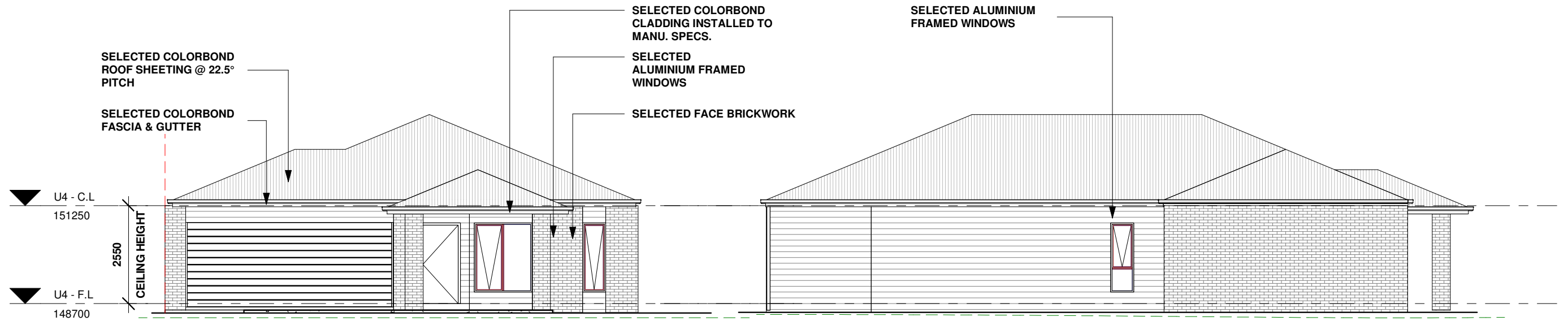
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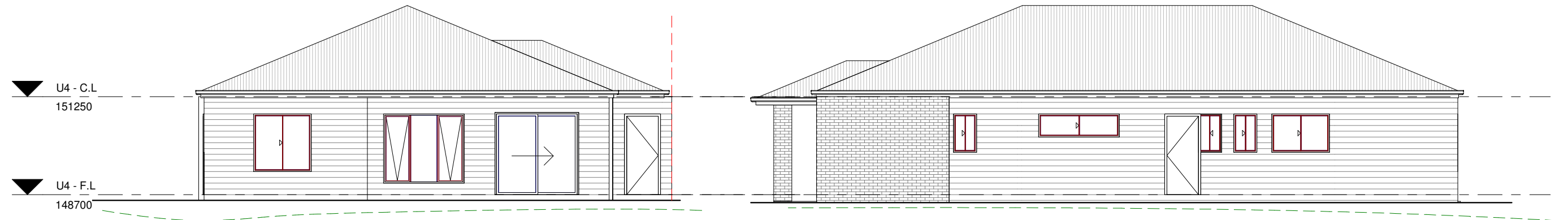
PROJECT CLIENT: REGIONAL HOME BUILDERS
 ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517
 PROJECT: PROPOSED DEVELOPMENT

PROJECT NUMBER:	DMC-RHB006-11-12	DATE:	14.02.2023	SHEET NAME:	UNIT 04 - FLOOR PLAN
ISSUE NUMBER:	TP	ISSUE NUMBER:	TP	SCALE:	1 : 100
DRAWN BY:	CML	APPROVED BY:	DMC	DRAWING NO:	A309



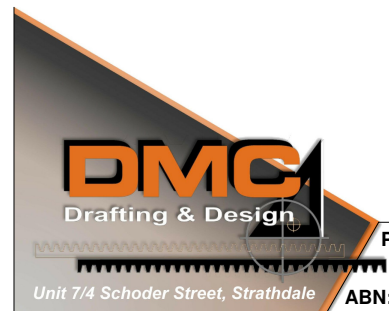
1 U4 - WEST ELEVATION
1 : 100

2 U4 - NORTH ELEVATION
1 : 100



3 U4 - EAST ELEVATION
1 : 100

4 U4 - SOUTH ELEVATION
1 : 100



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A	23.11.22	CML	PRELIM
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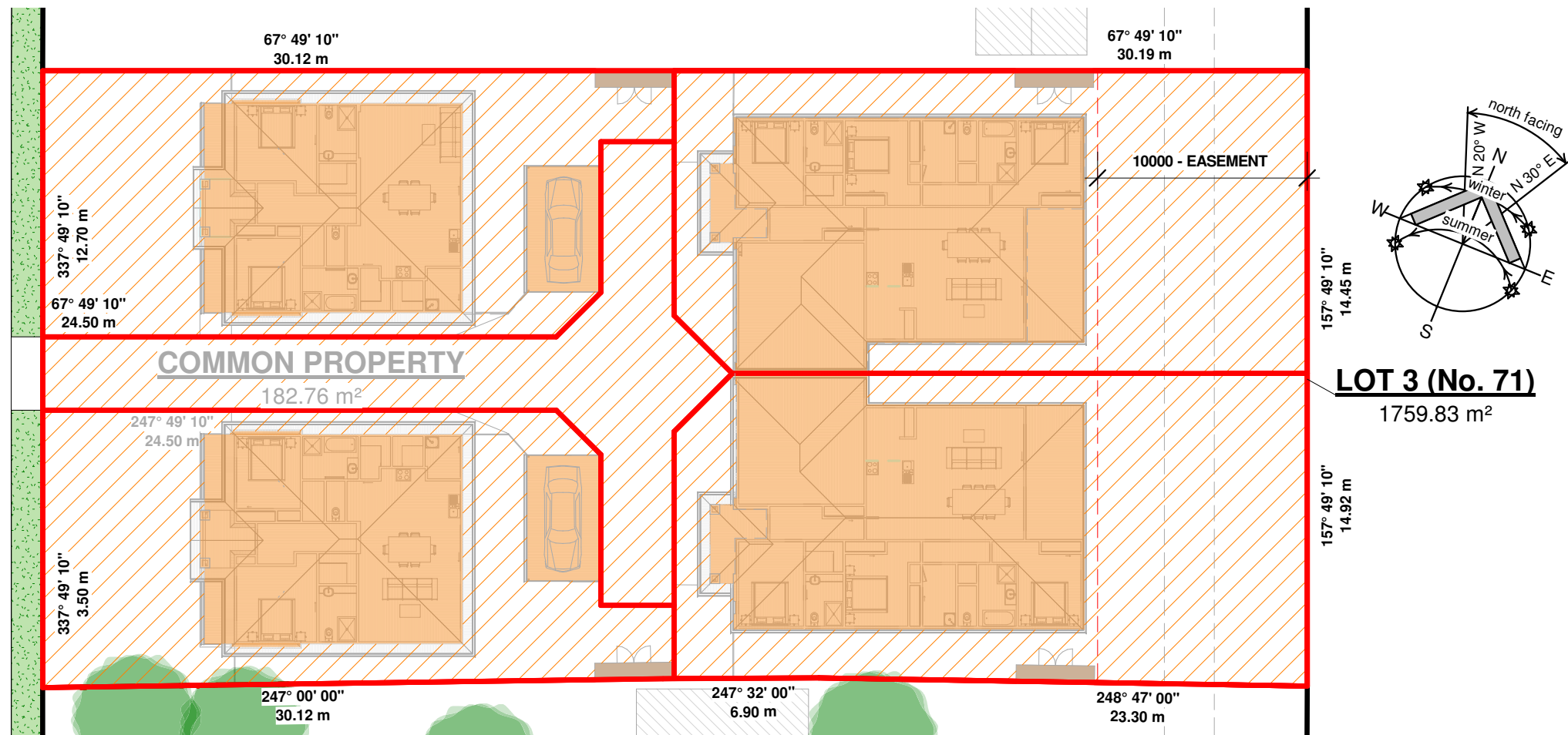
PROJECT CLIENT: REGIONAL HOME BUILDERS
ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517
PROJECT: PROPOSED DEVELOPMENT

PROJECT NUMBER:
DMC-RHB006-11-12

DATE: 14.02.2023
ISSUE NUMBER: TP
DRAWN BY: CML
APPROVED BY: DMC

SHEET NAME:
UNIT 04 - ELEVATIONS
SCALE: 1 : 100
DRAWING NO: A310

**TOWN PLANNING
DRAWING SET**
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1 SITE COVERAGE PLAN
1 : 250

SITE COVERAGE - CLAUSE 55	
OVERALL SITE COVERAGE:	690.376m ²
TOTAL SITE AREA:	1759.83m ²
SITE COVERAGE:	39.23%



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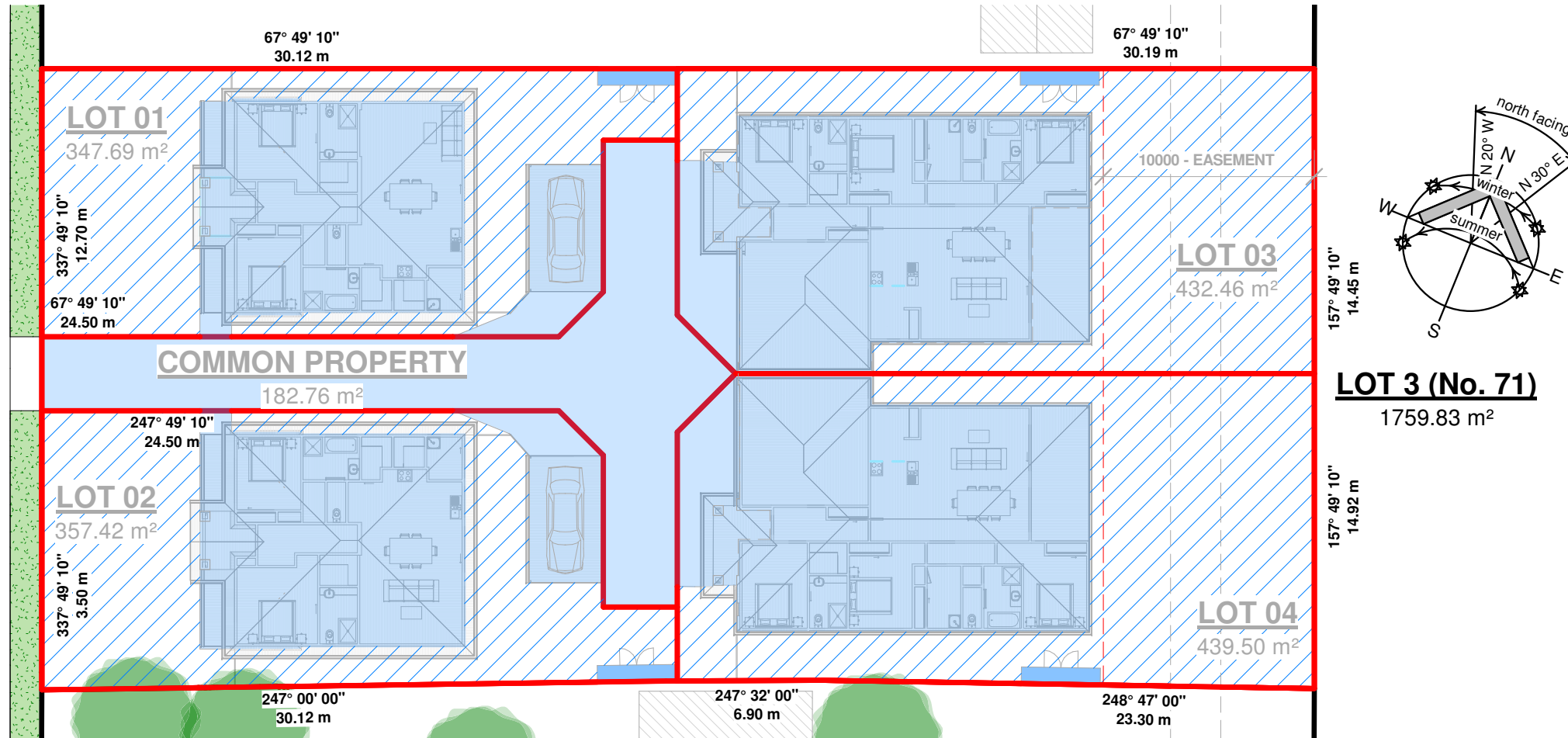
REVISIONS			
Rev. #	Date	Drawn	Description
A	23.11.22	CML	PRELIM
C	09.12.22	CML	TP ISSUE
E	14.02.23	CML	PLANNING REV.

PROJECT CLIENT: REGIONAL HOME BUILDERS
ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517
PROJECT: PROPOSED DEVELOPMENT

BAL-12.5

**TOWN PLANNING
DRAWING SET**
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PROJECT NUMBER: DMC-RHB006-11-12	DATE: 14.02.2023 ISSUE NUMBER: TP DRAWN BY: CML APPROVED BY: DMC	SHEET NAME: RESCODE PLAN - SITE COVERAGE SCALE: 1 : 250 DRAWING NO: A401
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1 PERMEABILTY PLAN
1 : 250

PERMEABILITY - CLAUSE 55	
OVERALL PERMEABILITY:	821.066m ²
TOTAL SITE AREA:	1759.83m ²
PERMEABILITY:	46.66%



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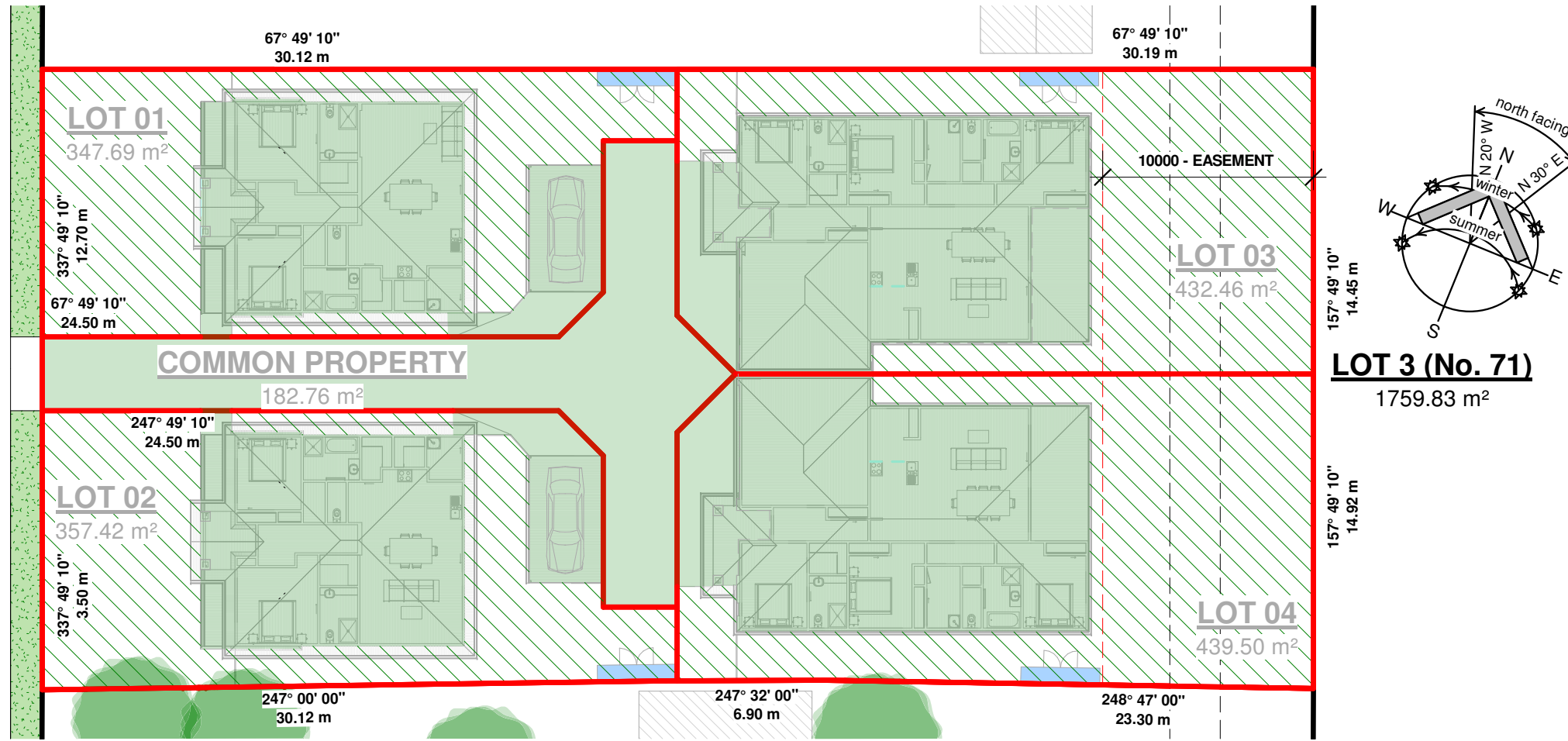
REVISIONS			
Rev. #	Date	Drawn	Description
A	23.11.22	CML	PRELIM
C	09.12.22	CML	TP ISSUE
E	14.02.23	CML	PLANNING REV.

PROJECT CLIENT: REGIONAL HOME BUILDERS
ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517
PROJECT: PROPOSED DEVELOPMENT

BAL-12.5

**TOWN PLANNING
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PROJECT NUMBER: DMC-RHB006-11-12	DATE: 14.02.2023	SHEET NAME: RESCODE PLAN - PERMEABILITY
	ISSUE NUMBER: TP	
	DRAWN BY: CML	
	APPROVED BY: DMC	SCALE: 1 : 250 DRAWING NO: A402



1 GARDEN AREA PLAN
1 : 250

GARDEN AREA - CLAUSE 55	
OVERALL GARDEN AREA:	829.413m ²
TOTAL SITE AREA:	1759.83m ²
TOTAL GARDEN AREA:	47.13%

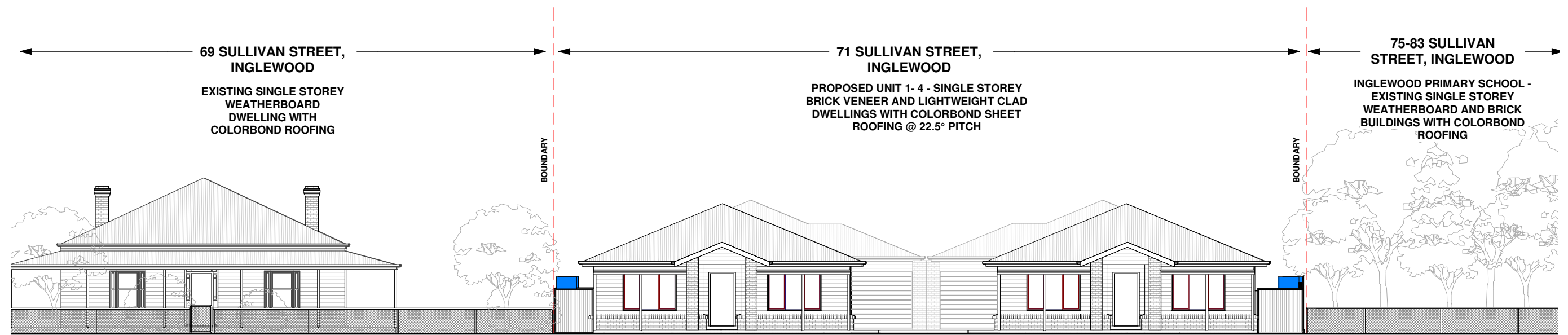
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E	14.02.23	CML	PLANNING REV.

PROJECT CLIENT: REGIONAL HOME BUILDERS
ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517
PROJECT: PROPOSED DEVELOPMENT

PROJECT NUMBER: DMC-RHB006-11-12	DATE: 14.02.2023 ISSUE NUMBER: TP DRAWN BY: CML APPROVED BY: DMC	SHEET NAME: RESCODE PLAN - GARDEN AREA SCALE: 1 : 250 DRAWING NO: 4403
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1 PROPOSED STREETScape
1 : 150



69 SULLIVAN STREET



71 SULLIVAN STREET - EXISTING SITE



75-83 SULLIVAN STREET



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Rev. #	Date	Drawn	Description
C	09.12.22	CML	TP ISSUE
E	14.02.23	CML	PLANNING REV.

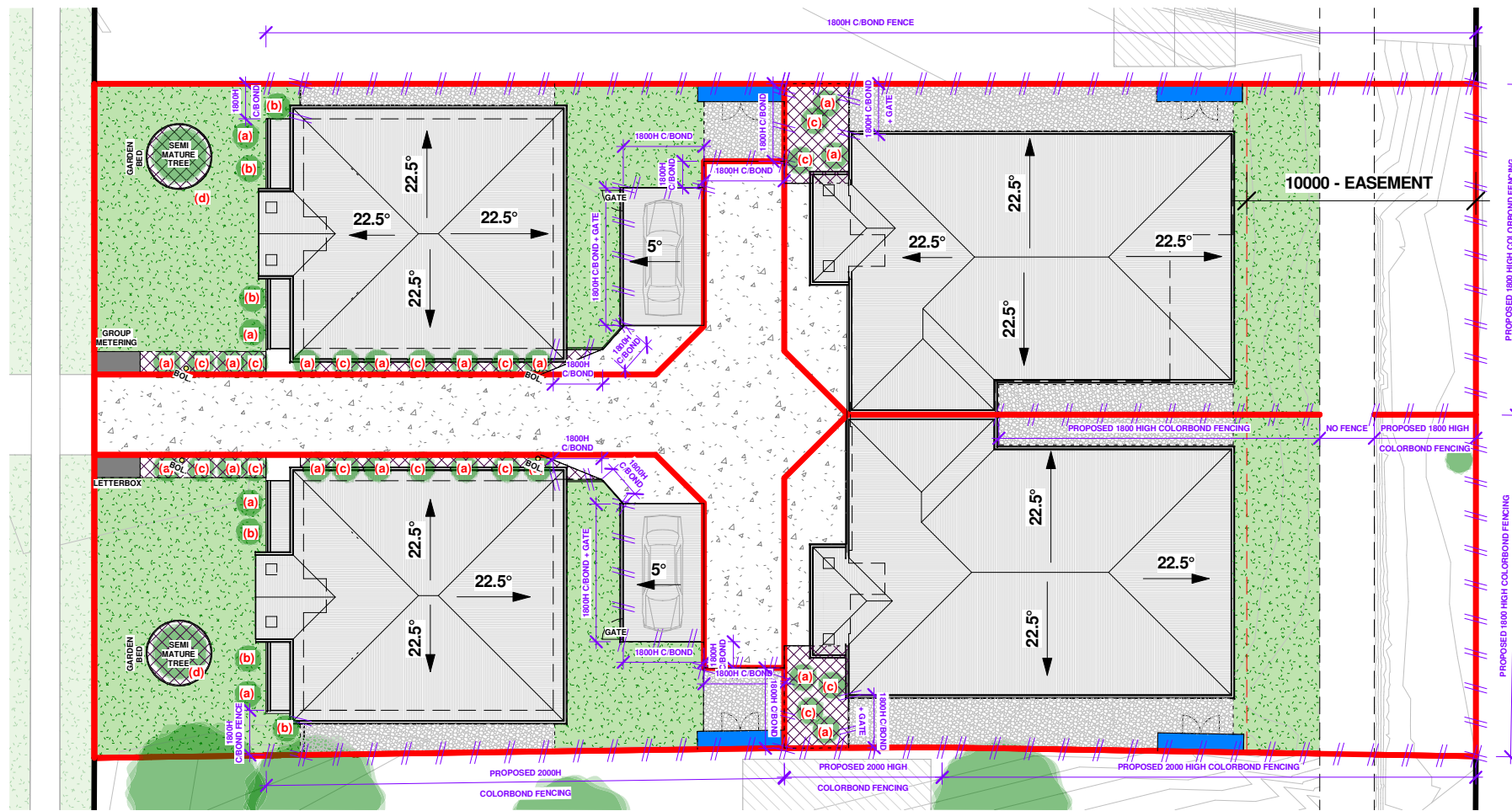
PROJECT CLIENT: REGIONAL HOME BUILDERS
ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517
PROJECT: PROPOSED DEVELOPMENT

PROJECT NUMBER:
DMC-RHB006-11-12

DATE: 14.02.2023
ISSUE NUMBER: TP
DRAWN BY: PC
APPROVED BY: DMC

SHEET NAME:
PROPOSED STREETScape
SCALE: 1 : 150
DRAWING NO: A404

**TOWN PLANNING
DRAWING SET**
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LANDSCAPING LEGEND:	
	CONCRETE AREAS
	GARDEN LANDSCAPING
	TUSCAN SAND OR SIMILAR
	DROUGHT TOLERANT TURF OR GRASS
	COUNCIL SUPPLIED WASTE & RECYCLING BINS (x2)
	SHED/BIKE STORE REQUIRED UNDER SCHEME
	SELECTED CLOTHESLINE AS PER PAGE UNIT SCHEDULES

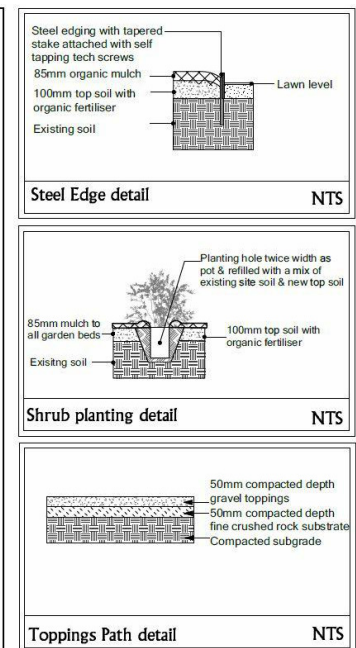
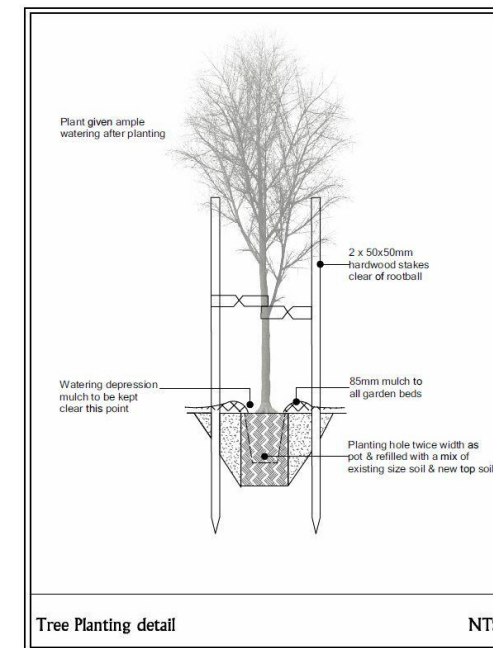


1 LANDSCAPING PLAN
1 : 250

**TOWN PLANNING
DRAWING SET**
NOT FOR CONSTRUCTION

BAL-12.5

PLANTING SCHEDULE:					
PLANT TYPE:	COMMON NAME:	BOTANICAL NAME:	SCHEDULES SIZE:	MATURE HEIGHT:	MATURE SPREAD:
(a)	ROSEMARY GREVILLEA	GREVILLEA ROSMARINIFOLIA CRIMSON VILLEA (TM)	140mm	800mm	800mm
(b)	WESTRINGIA GREY BOX	WESTRINGIA FRUTICOSA GREY BOX (WES04)	140mm	400mm	400mm
(c)	LOMANDRA EVERGREEN BABY	EVERGREEN BABY LOMANDRA LABILL (LM600)	140mm	450mm	450mm
(d)	'EUKY DWARF'	EUCALYPTUS LEUCOXYLON 'EUKY DWARF'	300mm	5 - 6m	3m



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Unit 7/4 Schoder Street, Strathdale
ABN: 17 097 849 769

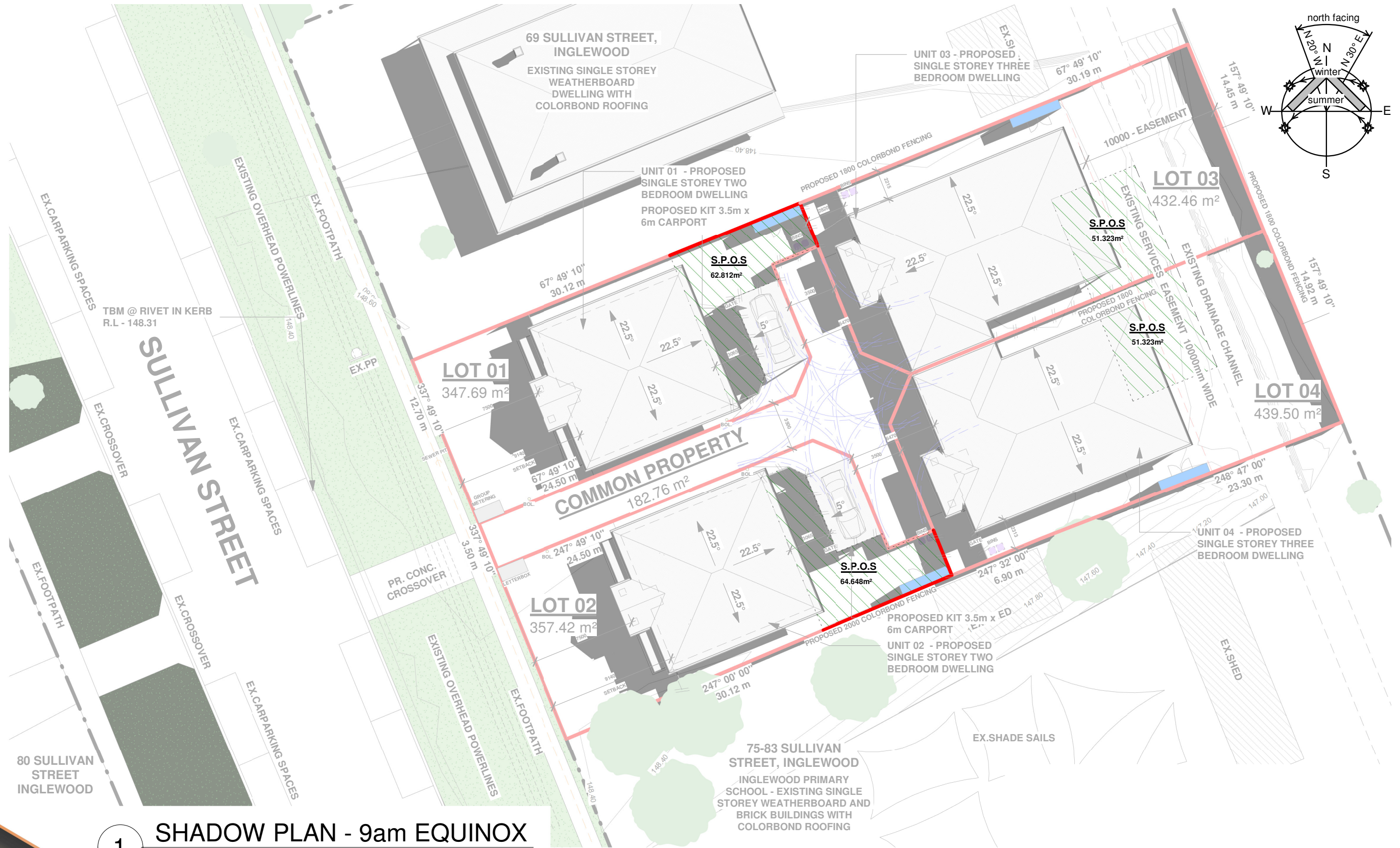
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E	14.02.23	CML	PLANNING REV.

PROJECT CLIENT: REGIONAL HOME BUILDERS
ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517
PROJECT: PROPOSED DEVELOPMENT

PROJECT NUMBER:
DMC-RHB006-11-12

DATE: 14.02.2023
ISSUE NUMBER: TP
DRAWN BY: CML
APPROVED BY: DMC
SHEET NAME: LANDSCAPING PLAN
SCALE: As indicated
DRAWING NO: A405



1 SHADOW PLAN - 9am EQUINOX
1 : 250

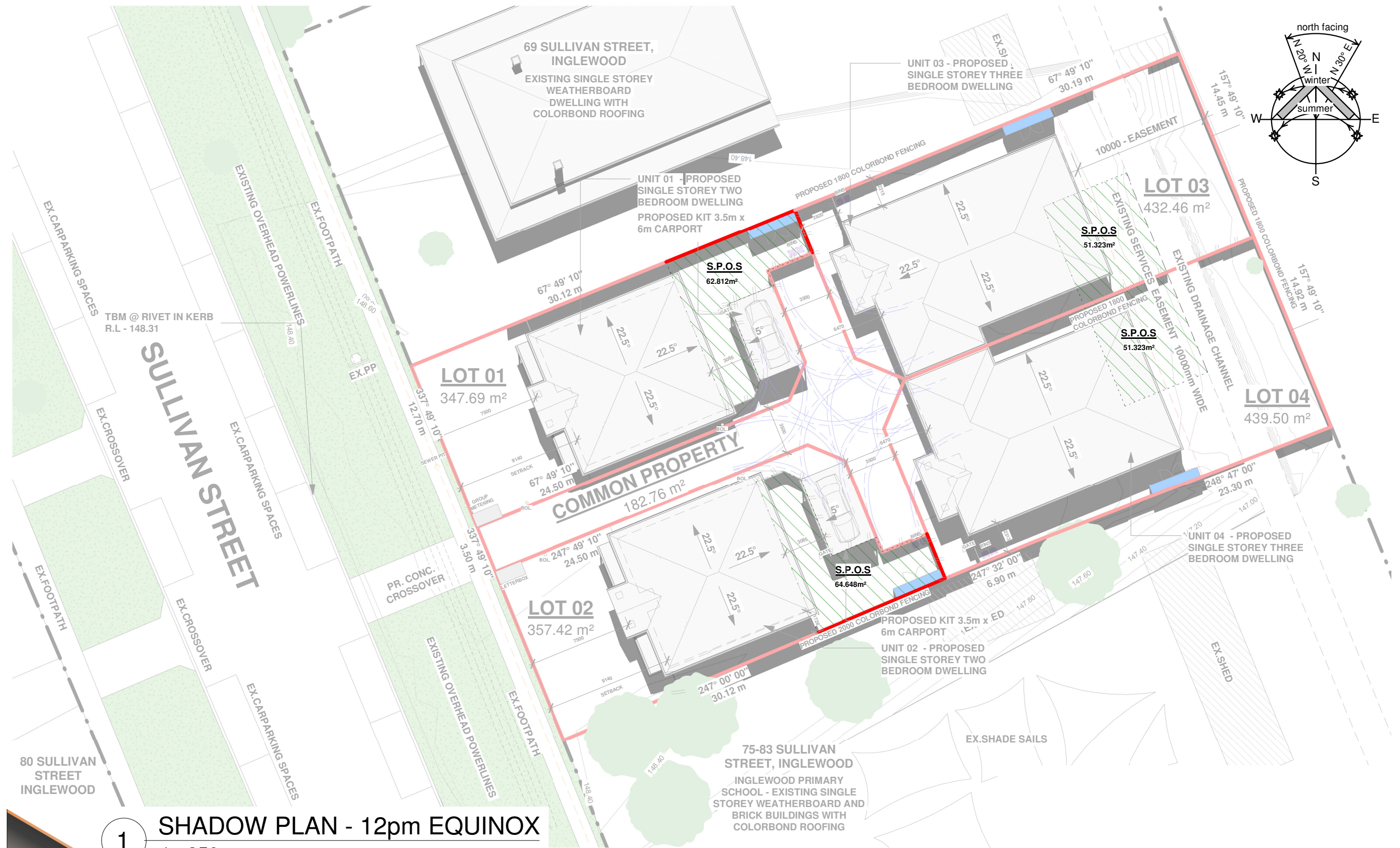
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D	18.01.23	CML	PLANNING REV.
E	14.02.23	CML	PLANNING REV.

PROJECT CLIENT: REGIONAL HOME BUILDERS
ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517
PROJECT: PROPOSED DEVELOPMENT

PROJECT NUMBER: DMC-RHB006-11-12	DATE: 14.02.2023	SHEET NAME: SHADOW PLAN - 9am EQUINOX
	ISSUE NUMBER: TP	SCALE: 1 : 250
	DRAWN BY: CML	DRAWING NO: A406
	APPROVED BY: DMC	



1 SHADOW PLAN - 12pm EQUINOX
1 : 250

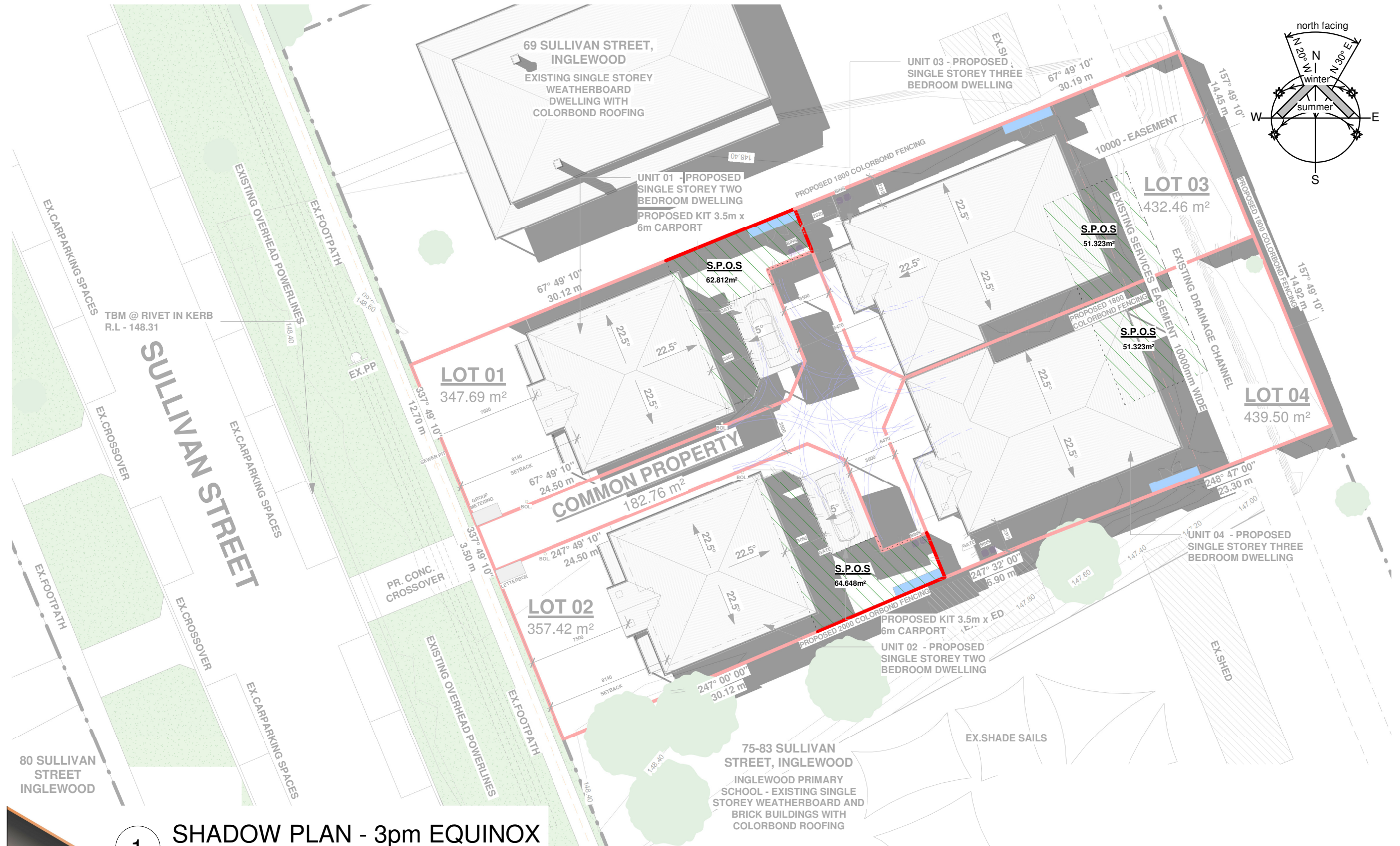
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D	18.01.23	CML	PLANNING REV.
E	14.02.23	CML	PLANNING REV.

PROJECT CLIENT: REGIONAL HOME BUILDERS
ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517
PROJECT: PROPOSED DEVELOPMENT

PROJECT NUMBER: DMC-RHB006-11-12	DATE: 14.02.2023 ISSUE NUMBER: TP DRAWN BY: CML APPROVED BY: DMC	SHEET NAME: SHADOW PLAN - 12pm EQUINOX SCALE: 1 : 250 DRAWING NO: A407
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1 SHADOW PLAN - 3pm EQUINOX
1 : 250

DMC
Drafting & Design
Unit 7/4 Schoder Street, Strathdale
Ph: 03 5443 5328
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REVISIONS			
Rev. #	Date	Drawn	Description
D	18.01.23	CML	PLANNING REV.
E	14.02.23	CML	PLANNING REV.

PROJECT CLIENT: REGIONAL HOME BUILDERS
ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517
PROJECT: PROPOSED DEVELOPMENT

PROJECT NUMBER:	DMC-RHB006-11-12	DATE:	14.02.2023	SHEET NAME:	SHADOW PLAN - 3pm EQUINOX	
ISSUE NUMBER:	TP	DRAWN BY:	CML	SCALE:		1 : 250
APPROVED BY:	DMC	DRAWING NO:	A408			



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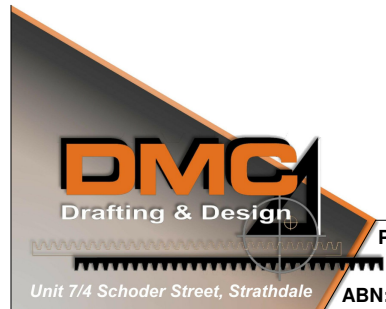
REVISIONS			
Rev. #	Date	Drawn	Description
A	23.11.22	CML	PRELIM
C	09.12.22	CML	TP ISSUE
E	14.02.23	CML	PLANNING REV.

PROJECT CLIENT: REGIONAL HOME BUILDERS
ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517
PROJECT: PROPOSED DEVELOPMENT

PROJECT NUMBER: DMC-RHB006-11-12	DATE:	14.02.2023	SHEET NAME: RENDERED 3D VIEWS
	ISSUE NUMBER:	TP	
	DRAWN BY:	CML	
	APPROVED BY:	DMC	SCALE:
			DRAWING NO: A601



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REVISIONS			
Rev. #	Date	Drawn	Description
A	23.11.22	CML	PRELIM
C	09.12.22	CML	TP ISSUE
E	14.02.23	CML	PLANNING REV.

PROJECT CLIENT: REGIONAL HOME BUILDERS
ADDRESS: 71 SULLIVAN STREET, INGLEWOOD 3517
PROJECT: PROPOSED DEVELOPMENT

NOTE:
LANDSCAPING AND COLOURS ARE INDICATIVE AND MAY NOT REPRESENT
THE COMPLETE WORKS - FOR SPECIFICS CONFIRM WITH CLIENT.

PROJECT NUMBER: DMC-RHB006-11-12	DATE:	14.02.2023	SHEET NAME: RENDERED 3D VIEWS
	ISSUE NUMBER:	TP	
	DRAWN BY:	CML	SCALE:
	APPROVED BY:	DMC	

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10.2 FEES AND CHARGES FOR THE YEAR 1 JULY 2023 TO 30 JUNE 2024

File Number: FOL/22/5338
Author: Deanne Caserta, Manager Financial Services
Authoriser: Amanda Wilson, Director Corporate
Attachments: 1. Draft Fees and Charges Schedule 2023/24

ECOMMENDATION

That Council

1. Approves the Fees and Charges for the year 1 July 2023 to 30 June 2024 for the purposes of seeking public comment with the Draft Budget
2. Provide preliminary notification of residential accommodation charge changes to tenants.

CONFLICT OF INTEREST

There is no conflict of interest for any Council staff member involved in the preparation of this report, or involved in the subject matter of the report.

PREVIOUS COUNCIL DISCUSSION

A draft Fees and Charges Schedule (Schedule) was submitted for consideration at the Council Briefing held on 28 March 2023.

BACKGROUND

Each year as a part of the budget process a Schedule is prepared and submitted for approval by Council. This year it is proposed that the Fees and Charges for the year 1 July 2023 to 30 June 2024 be advertised together with the Draft Budget so that the community is able to see the whole suite of Council finances in context.

ISSUES/DISCUSSION

Generally, the new Schedule takes effect from the start of the financial year; however included in the Schedule are residential accommodation charges that require a minimum notice period of 60 days. Notification will be forwarded to tenants as soon as practicable after approval by Council.

The approach to the 2023/24 Schedule was to index fees and charges in line with the 3.5% rate cap advised by the Minister for Local Government for 2023/24. This decision is guided by the principles located within the Revenue and Rating Plan. This indexation rate last year was 1.75%.

Some cost areas within the Schedule have had an increase of more than the indexation due to rounding to nearest dollars (or five dollars).

There is no increase to swimming pool fees.

COST/BENEFITS

The adoption of the Schedule provides a transparent process and allows the community to provide feedback about the proposed fees and charges prior to approval by Council.

Raising fees and charges on particular services helps to provide an equitable contribution of revenue towards the cost of service delivery.

RISK ANALYSIS

There is a minor risk of avoidance of payment by customers.

CONSULTATION AND ENGAGEMENT

The Fees and Charges provided in the Schedule have been considered in detail by the Management Executive Group and Council.

LODDON SHIRE COUNCIL

DRAFT FEES AND CHARGES FOR THE YEAR 1 JULY 2023 TO 30 JUNE 2024



DOCUMENT INFORMATION

DOCUMENT TYPE:	Strategic document
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DATE RESCINDED:	
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RELATED LEGISLATION:	Local Government Act 1989 Local Government Act 2020 Australian Taxation Office Goods and Services Tax Act (GST)
EVIDENCE OF APPROVAL:	

Chief Executive Officer

FILE LOCATION: K:\FINANCE\Budget\2023-24\Fees and Charges\STR
DRAFT Fees and Charges 2023-24 v1.docx

Strategic documents are amended from time to time, therefore you should not rely on a printed copy being the current version. Please consult the Loddon Shire website to ensure that the version you are using is up to date.

This document is available in alternative formats (e.g. larger font) if requested.

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1 PURPOSE

This document is provided to Loddon Shire Council staff and customers to provide clear advice on Council's fees and charges for the financial year 1 July 2023 to 30 June 2024.

2 BUDGET IMPLICATIONS

The fees and charges included in the document will be incorporated into Council's 2023/2024 Budget.

3 FEES AND CHARGES

The fees and charges contained in this document apply for the period 1 July 2023 to 30 June 2024. There may be some alterations to legislated fees and charges contained in the document. Where this occurs, the document will be updated with the new fees and charges, which will be effective at the date deemed in the legislation.

PLEASE NOTE: M or D determines the type of fee or charge as below:
M = Mandatory and is set by another organisation/government department
D = Discretionary and is set by Council

3.1 Building fees

3.1.1 Building fees

Building fees	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
New dwellings, dwelling additions, sheds, carports, veranda	Application	D	Yes	\$530.00 + (Cost Of Building Works (COBW) / \$200.00)
Fences, retaining walls and swimming pools (including safety barriers)	Application	D	Yes	\$475.00
Other classes - fee will be determined depending on type of building e.g. factory, retail shop, workshop etc.	Application	D	Yes	On request
Demolitions	Application	D	Yes	\$555.00
Re-erection of a dwelling	Application	D	Yes	\$945.00 + (COBW / \$200.00)
Retention of building works (Works less than \$5,000)	Application	D	Yes	\$545.00
Retention of building works (Works more than \$5,000)	Application	D	Yes	\$1,090.00
Additional inspections	Inspection	D	Yes	\$205.00

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Building fees	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Extensions of time on permits	Application	D	Yes	\$290.00
Application to register swimming pool	Application	M	No	\$32.90
Swimming pool archive search fee	Application	M	No	\$48.80
Lodgement of swimming pool certificate of compliance	Lodgement	M	No	\$21.10
Lodgement of swimming pool certificate of non-compliance	Lodgement	M	No	\$397.50
Swimming pool safety barrier inspection fee	Initial inspection	D	Yes	\$535.00
Swimming pool safety barrier inspection fee	Additional inspection	D	Yes	\$205.00
State Building Levy	Application	M	No	0.128%
Re-erection of a dwelling – bond / surety	Application	D	No	\$10,000.00
Lodgement fee (Section 30)	Lodgement	M	No	\$125.80
Property information	Per application	M	No	\$48.80
Report and consent fee	Application	M	No	\$299.80
Minor amendment fee	Application	D	Yes	\$106.00
File retrieval from archive system (photocopying additional)	Application	D	Yes	\$91.00
Application under section 29A of the Building Act 1993	Application	M	No	\$87.90
Point of discharge for stormwater	Application	M	No	\$149.40
Inspection compliance report	Application	D	Yes	\$533.00
PoPE fee with a paid entry event (per event)	Application	D	Yes	\$656.00
Temporary structure within paid entry PoPE event	Application	D	Yes	\$127.00
PoPe fee with a free entry event (per event)	Application	D	Yes	\$327.00
Temporary structure within free entry PoPE event	Application	D	Yes	\$63.00
Application for Protection of Public Regulation 116(4)	Application	M	No	\$304.30
Application to build above or below Public Facilities Regulation 134(2)	Application	M	No	\$299.80

3.2 Caravan parks

3.2.1 Bridgewater Public Caravan Park

Cabins and sites	Unit rate per night or week	M or D	Is GST applicable?	2023/2024 Draft fee
Cabins				
Cabin (peak period)	Per night 2 people	D	Yes	\$147.00
Cabin additional persons	Per night per person	D	Yes	\$10.00
Cabin (off peak period)	Per night 2 people	D	Yes	\$124.00
Additional person	Per night per person	D	Yes	\$10.00
Sites				
Powered site (peak period)	Per night 2 people	D	Yes	\$45.00
Additional persons	Per night per person	D	Yes	\$6.00
Powered site (off peak period)	Per night 2 people	D	Yes	\$39.00
Additional persons	Per night per person	D	Yes	\$6.00
Powered site (peak period)	Per week 2 people	D	Yes	\$196.00
Additional persons	Per person per night for the week	D	Yes	\$6.00
Powered site (off peak period)	Per week 2 people	D	Yes	\$169.00
Additional persons	Per person per night for the week	D	Yes	\$6.00
Unpowered site (peak period)	Per night 2 people	D	Yes	\$34.00
Additional persons	Per night per person	D	Yes	\$6.00
Unpowered site (off peak period)	Per night 2 people	D	Yes	\$29.00
Additional persons	Per night per person	D	Yes	\$6.00
Unpowered site	Per week 2 people	D	Yes	\$136.00
Additional persons	Per person per night for the week	D	Yes	\$6.00
Other				
Washing machine use	Per cycle	D	Yes	\$6.00
Tumble dryer	Per cycle	D	Yes	\$2.00

- Peak periods means:
 1. Victorian school holidays
 2. Victorian public holiday long weekends (being Labour Day, Easter, ANZAC Day (if this falls on a Friday or Monday), Queens Birthday, Melbourne Cup and AFL Grand Final).
- Normal check out time is: 10.00am.
- \$12.00 late stay fee: to enable campers to remain on the current site until 6:00pm on the day of check out if the site is not required for new campers to check in.
- Caravan and Motorhome Club Group bookings: A flat discount rate of 10.00% is a offered for both powered and unpowered sites during both peak and non-peak rates under the following conditions:
 1. the group must be a formalized caravan or motorhome club
 2. a group is defined as 10 or more caravans or motorhomes
 3. two night minimum booking
 4. discounts are at the discretion of the Park Managers, who will take into account the demand for occupancy at the time the group booking is required.
- Individual arrangements for variations to fees may be endorsed by the Chief Executive Officer Loddon Shire Council to assist with accommodation of Council staff for employment purposes.
- Deposits: a deposit is at least the cost of the first night's tariff and must be received by the park within 7 days of booking to confirm a guest's reservation.
- Cancellations: when making a direct booking with a caravan park managed on behalf of Loddon Shire Council, it is acknowledged and agreed that all reservations and deposits are accepted by park managers and are subject to the following cancellation policy guidelines. Any reservations through agents or other third parties may be subject to separate policies, and it is recommended that park managers advise guests to check those conditions.

Park managers should advise guests of the cancellation policy for the park at the time of reservation.
- Low-season cancellations: during the low season, deposits will only be refunded if the park managers are notified of the cancellation prior to 9am on the day prior to the scheduled arrival. If notice of the cancellation is received after 9am on the day prior to the scheduled arrival, the park manager may retain the full deposit paid.
- Peak-season cancellations: deposits for reservations made wholly or partially in peak seasons will only be refunded if the guest notifies the park manager of the cancellation at least 30 days prior to the scheduled arrival. If less time is provided than the required period of notice of cancellation, the deposit will only be refunded if the site or cabin is able to be rebooked.
- Early departures: Council will not refund amounts paid should the guest cut short the reservation or holiday.
- Failure to notify of cancellation: if the park manager has not been notified of the cancellation, or the guest does not arrive by 10am on the day after the scheduled arrival date, the reservation may be cancelled by the park managers without refund of any paid deposit.

3.2.2 Pioneer Caravan Park – Wedderburn

Cabins and sites	Unit rate per night or week	M or D	Is GST applicable?	2023/2024 Draft fee
Deluxe cabin self-contained	Per night 2 people	D	Yes	\$136.00
Deluxe cabin self-contained	Per week 2 people	D	Yes	\$795.00
Additional to two people staying	Per person per night	D	Yes	\$18.00
Deluxe cabin	Per night 2 people	D	Yes	\$104.00
Deluxe cabin per week	Per week 2 people	D	Yes	\$595.00
Deluxe cabin - more than 2 people staying	Per person per night additional to above	D	Yes	\$18.00
Standard cabin	Per night 2 people	D	Yes	\$92.00
Standard cabin per week	Per week 2 people	D	Yes	\$502.00
Standard cabin – additional to 2 people staying	Per person per night additional to above	D	Yes	\$12.00
Powered sites				
Overnight fee	Per night 2 people	D	Yes	\$24.00
Weekly fee	Per week 2 people	D	Yes	\$109.00
Additional to 2 people staying	Per person per night	D	Yes	\$6.00
Unpowered sites				
Overnight fee	Per night 2 people	D	Yes	\$19.00
Weekly fee	Per week 2 people	D	Yes	\$83.00
Additional to 2 people staying at an unpowered site	Per person per night	D	Yes	\$6.00
Permanent resident				
Weekly fee (GST @ 5.5%)	Per week	D	Yes	\$71.00
Annual fee (GST @ 5.5%)	Per year	D	Yes	\$3,564.00
Power charges - as per tariff supplied by electrical supplier	As metered	D	Yes	

Cabins and sites	Unit rate per night or week	M or D	Is GST applicable?	2023/2024 Draft fee
Annual tenant				
Annual fee - holiday caravan site	Per year	D	Yes	\$1,245.00
Power charges - as per tariff supplied by electrical supplier	As metered	D	Yes	As per tariff rates
Other				
Washing machine	Per cycle	D	Yes	\$6.00
Tumble dryer	Per cycle	D	Yes	\$2.00
Storage	Per week	D	Yes	\$13.00
Shower	Per shower	D	Yes	\$8.00

- Deposits: a deposit is at least the cost of the first night’s tariff and must be received by the park within 7 days of booking to confirm a guest’s reservation.
- Cancellations: when making a direct booking with a caravan park managed on behalf of Loddon Shire Council, it is acknowledged and agreed that all reservations and deposits are accepted by park managers and are subject to the following cancellation policy guidelines. Any reservations through agents or other third parties may be subject to separate policies, and it is recommended that park managers advise guests to check those conditions.
Park managers should advise guests of the cancellation policy for the park at the time of reservation.
- Low-season cancellations: during the low season, deposits will only be refunded if the park managers are notified of the cancellation prior to 9am on the day prior to the scheduled arrival. If notice of the cancellation is received after 9am on the day prior to the scheduled arrival, the park manager may retain the full deposit paid.
- Peak-season cancellations: deposits for reservations made wholly or partially in peak seasons will only be refunded if the guest notifies the park manager of the cancellation at least 30 days prior to the scheduled arrival. If less time is provided than the required period of notice of cancellation, the deposit will only be refunded if the site or cabin is able to be rebooked.
- Individual arrangements for variations to fees may be endorsed by the Chief Executive Officer Loddon Shire Council to assist with accommodation of Council staff for employment purposes.
- Early departures: Council will not refund amounts paid should the guest cut short the reservation or holiday.
- Failure to notify of cancellation: if the park manager has not been notified of the cancellation, or the guest does not arrive by 10am on the day after the scheduled arrival date, the reservation may be cancelled by the park managers without refund of any paid deposit.

3.3 Rental properties

3.3.1 Elderly persons units

The fee stated in this document will apply on the tenancy anniversary as per the Residential Tenancies Act

Elderly persons units	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Dingee				
Unit 1	Per week	D	No	\$101.00
Unit 2	Per week	D	No	\$101.00
Unit 3	Per week	D	No	\$101.00
Unit 4	Per week	D	No	\$101.00
Unit 5	Per week	D	No	\$101.00
Pyramid Hill				
Unit 1	Per week	D	No	\$86.00 (\$94.00 new tenant)
Unit 2	Per week	D	No	\$94.00
Unit 3	Per week	D	No	\$86.00 (\$94.00 new tenant)
Unit 4	Per week	D	No	\$86.00 (\$94.00 new tenant)
Serpentine				
Unit 1	Per week	D	No	\$101.00
Unit 2	Per week	D	No	\$101.00
Unit 3	Per week	D	No	\$101.00
Unit 4	Per week	D	No	\$101.00
Unit 5	Per week	D	No	\$101.00

3.4 Public health

3.4.1 Food Act registration fees

Food premises	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Businesses				
Registration of premises (class 1)	Each	D	No	\$410.00
Registration of premises (class 2)	Each	D	No	\$316.00
Registration of premises (class 3)	Each	D	No	\$197.00
Notification of premises (class 4)				
Not permitted under the Food Act 1984	Each	M	No	N/A

Food premises	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Temporary Food Premises – 12 month registration	For the year			50% of applicable class fee
Temporary Food Premises – Short Term Registration	For registration period			25% of applicable class fee
Temporary Food Premises - with a Fixed Premises registered with Loddon Shire	For the Year			25% of applicable class fee
Mobile Food Premises - Business	For the year			As per class fee above
Mobile Food Premises - with a Fixed Premises registered with Loddon Shire	For the year			25% of applicable class fee
Community Groups				
Community group with Liquor Licence Fixed Premises (class 2)	Each	D	No	\$169.00
Community group without Liquor Licence Fixed Premises (class 2)	Each	D	No	\$117.00
Community group with Liquor Licence Fixed Premises (class 3)	Each	D	No	\$106.00
Community group without Liquor Licence Fixed Premises (class 3)	Each	D	No	\$79.00
Notification of premises (class 4)	Each	M	No	N/A
Not permitted under the Food Act 1984				
Temporary Food Premises – Community Group (yearly and short term fee)	For the year	D	No	\$30.00
Temporary Food Premises – Community Group with a Fixed Premises				No charge
Mobile Food Premises – Community Group	For the year	D	No	\$30.00
All Groups				
Inspection and report	Each	D	Yes	\$218.00
Transfer of registration (includes mandatory inspection charge)	Each	D	No	\$202.00
Late payment of annual registration fee (additional charge added to annual registration fee)	Each	D	No	50% of applicable fee
Additional inspection fee (applied to each subsequent inspection beyond the 3 allowed in each registration year)	Each	D	Yes	\$218.00

3.4.2 Public Health and Wellbeing Act registration fees

Health premises	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Registration of premises (prescribed accommodation)	Each	D	No	\$227.00
Registration of health premises (undertaking 1 activity)	Each	D	No	\$161.00
Registration of health premises (undertaking 2 or more activities)	Each	D	No	\$185.00
Registration of low risk premises (life time registration unless premises relocates)	Each	D	No	\$161.00
Swimming Pools (class 1)	Each	D	No	\$220.00
Inspection and report	Each	D	Yes	\$218.00
Late payment of annual registration fee	Each	D	No	50% of applicable fee
Transfer of registration	Each	D	No	50% of applicable fee

3.4.3 Residential Tenancies Act and Regulations (caravan parks)

Caravan parks	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Registration - as per schedule in regulations	Per site	M	No	As set within Regulation
Transfer of premises - as per schedule in regulations	Each	M	No	As set within Regulation
Transfer inspection report	Each	D	Yes	\$218.00
Application to install a moveable dwelling / rigid annex	Each	D	Yes	\$75.00

3.4.4 Environment Protection Act application fees

Onsite wastewater management	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Installation of new onsite wastewater management system or significant alterations	Each	M	No	\$747.40
Minor amendments to recently issued permits and completion of expired permit without inspection	Each	M	No	\$569.60
Transfer of permit	Each	M	No	\$151.80
Alteration to an existing onsite wastewater management system	Each	M	No	\$158.70

Onsite wastewater management	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Exemption fee for on-site wastewater management system	Each	M	No	\$224.30
Renew a permit	Each	M	No	\$127.10
Inspection fee	Each	D	Yes	\$218.00
File retrieval from archive system (photocopying additional)	Application	D	Yes	\$91.60

- The Environment Protection regulations are due to commence on 1 July 2021 as part of the regulations a range of onsite wastewater management fees will be introduced

3.5 Local laws

3.5.1 Domestic Animals Act 1994

Animal registration period 1 April 2024 to 31 March 2025

Domestic animals	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Registration fee - unsterilized animal	Per animal	D	No	\$130.77+ \$4.23 levy
Registration fee - unsterilized animal - pensioners' concession	Per animal	D	No	50% of above fee
Registration fee - reduced fee (refer criteria)	Per animal	D	No	\$30.77+ \$4.23 levy
Registration fee - reduced fee (refer criteria) - pensioners' concession	Per animal	D	No	50% of above fee
Registration fee - dangerous / menacing or restricted breed dog (no reduced fee available under S 15(7) of the Act)	Per animal	D	No	\$130.77+ \$4.23 levy
Impounding or surrendering of dog or cat	Per animal	D	No	\$81.00
Daily feeding of impounded dog or cat	Per animal	D	No	\$12.00
Annual licence fee for Domestic Animal Business Registration	Per licence	D	No	\$165.00+ \$20.00 levy
Transfer from another council (registration must be for current period)	Per animal	M	No	\$4.23 levy

- 2023/2024 Fees are now split to include the applicable Levy fee and legislated by the State Government.

3.5.2 Domestic Animals Act 1994 - reduced fee criteria

<i>Registration fee for an animal registered for the first time after 10 October will be one half the applicable annual fee, plus the state government levy fee component</i>
<i>Where the animal has been registered for the full year dies within six months of the commencement of the registration year the owner shall be entitled to a refund of one half of the registration fee paid (excluding the state government levy fee component)</i>
<i>Animal desexed</i>
<i>Animal over 10 years old</i>
<i>Farm working dog</i>
<i>Animal kept as part of a registered domestic animal business or applicable organisation</i>
<i>A dog that has undergone approved obedience training in accordance with Regulation 52 of the Domestic Animals Regulations</i>
<i>Dogs and cats registered with an 'applicable organisation' in accordance with the Domestic 2004 Animals Act 1994</i>

3.5.3 Impounding of Livestock Act 1994

Livestock	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Sheep or goat (per head, up to 10 head)	Impoundment	D	No	\$81.00
Sheep or goat (per head, more than 10)	Impoundment	D	No	\$1.70
Sheep or goat (per head)	Daily feeding	D	Yes	\$2.70
Horse, cow or ram (per head)	Impoundment	D	No	\$81.00
Horse, cow or ram(per head)	Daily feeding	D	Yes	\$12.00
Other livestock (per head)	Impoundment	D	No	\$81.00
Other livestock (per head)	Daily feeding	D	Yes	\$12.00
NLIS tags (if required)	Per tag	D	Yes	\$20.00
Transport (either by staff or contractor)	Per kilometre	D	Yes	Cost of transport

With regard to the items below, also see the Community Local Law or associated Act for fines and penalties

3.5.4 Community Local Law / Road Management Act 2004

Permits	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Advertising signs	Per sign	D	No	\$56.70
Roadside / public place trading	Per day	D	No	\$56.70
Display of goods	Per site	D	No	\$56.70
Street furniture and outdoor eating	Per permit	D	No	\$10 per chair \$20 per table

3.5.5 Local law permit application / release fees

Application/release fees	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Local law permit application fee	Per application	D	No	\$28.80
Impounded vehicle / item release fee	Per vehicle/item	D	No	\$81.00 plus towing costs

3.5.6 Clearing fire hazard blocks

Fire hazard blocks	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Clearing of fire hazards – blocks	Per block	D	Yes	At cost plus \$120.00 admin fee plus GST

3.6 **Town planning**3.6.1 Planning fees

Permits	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Use only	Application	M	No	1,360.80
VicSmart applications (confirm with Planning Officer if your application qualifies)				
Less than \$10,000	Application	M	No	\$206.40
More than \$10,001	Application	M	No	\$443.40
Application to subdivide or consolidate land (as permitted by VicSmart regulations)	Application	M	No	\$206.40
Single dwelling and ancillary to dwelling (based on value of development)				
Less than \$10,000	Application	M	No	\$206.40
\$10,001 to \$100,000	Application	M	No	\$649.80
\$100,001 to \$500,000	Application	M	No	\$1,330.20
\$500,001 to \$1,000,000	Application	M	No	\$1,437.30
\$1M > \$2M	Application	M	No	\$1,544.00
Other development (based on value of development)				
\$10,001 to \$100,000	Application	M	No	\$1,185.00
\$100,001 to \$1,000,000	Application	M	No	\$1,597.80
\$1M to \$5M	Application	M	No	\$3,524.30
\$5M to \$15M	Application	M	No	\$8,982.90
\$15M to \$50M	Application	M	No	\$26,489.90
\$50M to \$100M	Application	M	No	\$59,539.30
Subdivision				
To subdivide an existing building	Application	M	No	\$1,360.80
To subdivide land into 2 lots	Application	M	No	\$1,360.80

Permits	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
To subdivide land into <u>more than 2</u> lots	Application	M	No	\$1,360.80 per 100 lots
To remove a restriction (within the meaning of the Subdivision Act 1988) over land	Application	M	No	\$1,360.80
To create, vary or remove a restriction within the meaning of the Subdivision Act 1988, or to create or remove a right of way	Application	M	No	\$1,360.80
To create, vary or remove an easement other than a right of way, or to vary or remove a condition in the nature of an easement in a Crown grant.	Application	M	No	\$1,360.80
Secondary consent	Application	M	No	\$201.40
Extension of time to permit	Application	M	No	\$206.40
Certification of plan of subdivision	Application	M	No	\$180.40
Alteration of a plan under Section10(2) prior to Certification	Application	M	No	\$114.70
Amendment of a certified plan under section11(1) of the Act	Application	M	No	\$145.30
Planning enquiry	Application	D	Yes	\$45.00
File retrieval from archive system (photocopying additional)	Application	D	Yes	\$92.00

3.7 Swimming pools

3.7.1 Pool fees

Pool fees	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
*Concession cards accepted: Heath Care, Student, Veterans Affairs, Victorian Carers, Pension and Seniors Cards				
Season tickets				
Family	Per season	D	Yes	\$132.00
Family concession*	Per season	D	Yes	\$105.00
Adult	Per season	D	Yes	\$77.00
Adult concession*	Per season	D	Yes	\$62.00
Child	Per season	D	Yes	\$51.00
Entrance fees				

Pool fees	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Family (for 1 or 2 adults and their dependent children under 18)	Per entry	D	Yes	\$10.50
Family concession*	Per entry	D	Yes	\$8.50
Adult	Per entry	D	Yes	\$5.00
Adult concession*	Per entry	D	Yes	\$4.00
Child	Per entry	D	Yes	\$2.50
School groups	Per entry	D	Yes	\$1.30
Adult - non-swimmer	Per entry	D	Yes	Nil
Companion Card holder	Per entry	D	Yes	Nil
Child - non-swimmer	Per entry	D	Yes	Nil
One lifeguard in attendance	Per hour	D	Yes	\$20.10
Two lifeguards in attendance	Per hour	D	Yes	\$60.00
Swimming lessons / exercise classes				
One lifeguard in attendance	Per hour	D	Yes	\$20.10
Two lifeguards in attendance	Per hour	D	Yes	\$60.00
Out of session hire				
Includes one lifeguard	Per hour	D	Yes	\$55.00
For profit – during public operating hours				
Lane hire / per lane	Per hour	D	Yes	\$11.50 first hour \$6.50 every hour after

3.8 Roads

3.8.1 Road reinstatement fees

Roads	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Minimum charge	Event	D	Yes	\$125.10
Sealed pavement (surface only)	Per m ²	D	Yes	\$153.80
Unsealed pavement	Per m ²	D	Yes	\$102.70
Trench off pavement	Per m ²	D	Yes	\$51.40
Footpath (100-200mm concrete)	Per m ²	D	Yes	\$164.70
Footpath (other sealed asphalt)	Per m ²	D	Yes	\$164.70

3.8.2 Application for consent to work within municipal road reserve

Roads	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Fee structure determined pursuant to the Roads Management (Works and Infrastructure) 2015 Regulations. Current fee unit rate is available at vicroads.vic.gov.au	Application	M	Yes	See relevant legislative document

3.8.3 Application for permit to conduct non-road activity

Roads	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Fee structure determined pursuant to the Roads Safety (Traffic Management) Regulations 2019. Current fee unit rate is available at vicroads.vic.gov.au	Application	M	Yes	See relevant legislative document

3.9 Tourism

3.9.1 Loddon Discovery Tours

- Loddon Discovery Tours are priced based on full cost recovery to Council; therefore as prices change, tour prices are amended.
- Details on all tours with inclusions/exclusions are located in the various Loddon Discovery Tour brochures available on Council's website.
- These prices stated are subject to minimum booking numbers.

3.9.2 Loddon Valley Website

Website	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Subscription	Per year	D	Yes	\$58.80

3.10 Waste management

3.10.1 Domestic waste, e-waste and recyclables

Waste, e-waste and recyclables	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Minimum Fee	Min. charge	D	Yes	\$10.00
General waste (up to 4m ³)	Per m ³	D	Yes	\$35.00
Recyclable materials (up to 1m ³)	Per m ³	D	Yes	Nil
Recyclable materials (1m ³ to 4m ³)	Per m ³	D	Yes	\$10.00

Waste, e-waste and recyclables	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Domestic green waste (up to 4m ³)	Per m ³	D	Yes	\$15.00
Refrigerators, freezers, and air conditioners (e-waste)	Each	D	Yes	\$15.00
Televisions and computer monitors (e-waste)	Each	D	Yes	\$15.00
Uncontaminated bricks and concrete (up to 4m ³)	Per m ³	D	Yes	\$35.00
Mattress (single)	Each	D	Yes	\$20.00
Mattress (double or larger)	Each	D	Yes	\$25.00
Metals (up to 4m ³)	Per m ³	D	Yes	Nil
Cars (complete or close)	Each	D	Yes	\$30.00

- Loads over the quoted volumes will not be accepted at any Loddon waste site.
- Commercial waste is no longer accepted at any Loddon waste site.
- Council has the right to waive or reduce fees for approved community benefit events.
- More information on Council’s e-waste program can be found at www.loddon.vic.gov.au/Live/Your-home/Garbage-and-recycling/E-waste.

3.10.2 Tyres

Tyres	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Car tyre	Each	D	Yes	\$15.00
Car tyre on rim	Each	D	Yes	\$30.00
4 wheel drive / light truck tyre	Each	D	Yes	\$20.00
Truck tyre	Each	D	Yes	\$35.00
Super single tyre	Each	D	Yes	\$55.00
Truck tyre on rim	Each	D	Yes	\$55.00
Small tractor tyre	Each	D	Yes	\$130.00
Large tractor tyre	Each	D	Yes	\$215.00

3.11 Miscellaneous

3.11.1 Rates

Rates	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Land information certificates	Application	M	No	\$27.40
Rates search	Application	D	Yes	\$56.70

3.11.2 Photocopying, faxing and printing

Photocopying, faxing and printing	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Black and white - single sided	Per page	D	Yes	\$0.60
Black and white - double sided	Per page	D	Yes	\$1.00
Colour - single sided	Per page	D	Yes	\$1.00
Colour - double sided	Per page	D	Yes	\$1.40
Loddon Shire area maps – A1	Per page	D	Yes	\$10.00

3.11.3 Private works

Private works	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
For community groups	Per job	D	Yes	At cost
For private residents	Per job	D	Yes	At cost plus 30%

3.11.4 Insurance

Public Liability Insurance	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Casual hirer's of Council Owned or Controlled Facilities – limit \$20M	Per hire	D	Yes	\$16.00
Performers/Stallholders/Artists/Buskers/Street Stalls/Participants – limit \$20M	Per event	D	Yes	\$42.50
Permit holders – limit \$20M	Per trader	D	Yes	\$21.00

3.11.5 Freedom of information requests

Freedom of information	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Freedom of information requests	Per request	M	No	\$30.10
FOI search charge	Hourly	M	No	\$22.50
FOI supervision charge	Quarter hourly	M	No	\$5.60

3.11.6 Water charges

Water	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Water via standpipes (Inglewood, Tarnagulla, Mitiamo, Pyramid Hill and Wedderburn)	Per kilolitre	D	No	\$5.60
Emergency water supply point - Bridgewater (non-potable water)	Per kilolitre	D	No	\$3.50
Truck wash facility use	Per minute	D	No	\$1.00

3.11.7 Senior citizens room hire

Room hire	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Community group session	Per session	D	Yes	\$19.00
Private / commercial session	Per session	D	Yes	\$78.00
Government session	Per session	D	Yes	\$47.00
Daily government rate	Per day	D	Yes	\$91.00
Weekly government rate	Per week	D	Yes	\$120.00
Monthly government rate	Per month	D	Yes	\$448.00

3.11.8 Civic offices room hire

Room hire	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Large meeting rooms in Wedderburn Council Chamber or Serpentine Office				
Community group session	Per session	D	Yes	\$28.00
Private / government session	Per session	D	Yes	\$53.00
Daily government rate	Per day	D	Yes	\$106.00
Weekly government rate	Per week	D	Yes	\$172.00
Monthly government rate	Per month	D	Yes	\$459.00
Small meeting room in Wedderburn Office (sits up to 4 people)				
Community group session	Per session	D	Yes	\$15.00
Private / government session	Per session	D	Yes	\$27.00
Daily government rate	Per day	D	Yes	\$53.00
Weekly government rate	Per week	D	Yes	\$92.00
Monthly government rate	Per month	D	Yes	\$342.00

- Council has the right to waive or reduce fees for approved special community benefit bookings.

3.11.9 Committee managed facilities room hire

These charges are retained by the committee of management to cover the costs of maintaining the facility.

Fees for each community asset committee are being finalised and will be available on Council's website. These will be reviewed and updated by each committee of management on an ongoing basis.

Committee
Boort Aerodrome Community Asset Committee
Boort Memorial Hall Community Asset Committee
Boort Park Community Asset Committee
Bridgewater on Loddon Memorial Hall Community Asset Committee
Campbells Forest Hall Community Asset Committee
Donaldson Park Community Asset Committee
East Loddon Community Centre Community Asset Committee

Committee
Hard Hill Tourist Reserve Community Asset Committee
Inglewood Community Elderly Persons Units Community Asset Committee
Inglewood Community Sports Centre Community Asset Committee
Inglewood Town Hall Hub Community Asset Committee
Jones Eucalyptus Distillery Site Community Asset Committee
Korong Vale Mechanics Hall Community Asset Committee
Korong Vale Sports Centre Community Asset Committee
Little Lake Boort Community Asset Committee
Pyramid Hill Memorial Hall Community Asset Committee
Pyramid Hill Swimming Pool Kiosk Community Asset Committee
Wedderburn Community Centre Community Asset Committee
Wedderburn Engine Park and Market Square Reserve Community Asset Committee
Wedderburn Mechanics and Literary Institute Hall Community Asset Committee
Yando Public Hall Community Asset Committee

3.11.10 Boat launching fees

Boat launching fees	Unit rate	M or D	Is GST applicable?	2023/2024 Draft fee
Boat launching fees at Little Lake Boort (powerboats and jet skis are charged, small fishing boats with outboards, and sailing craft are not)	Per season	D	Yes	Nil
Boat launching fees at Little Lake Boort (powerboats and jet skis are charged, small fishing boats with outboards, and sailing craft are not)	Per month	D	Yes	Nil
Boat launching fees at Little Lake Boort (powerboats and jet skis are charged, small fishing boats with outboards, and sailing craft are not)	Per day	D	Yes	Nil
Boat launching fees at Bridgewater Caravan Park	Per season	D	Yes	Nil
Boat launching fees at Bridgewater Caravan Park	Per day	D	Yes	Nil

For the current financial year, no boat launching fees will be charged. The revenue is covered by the Boat Launching and Parking Fees Abolition Program provided by the State Government and is to be reviewed in subsequent years.

10.3 SEEKING FEEDBACK FOR THE 2023/24 DRAFT ANNUAL BUDGET

File Number: FOL/22/5338
Author: Deanne Caserta, Manager Financial Services
Authoriser: Amanda Wilson, Director Corporate
Attachments: 1. 2023/24 Draft Annual Budget

RECOMMENDATION

That Council:

1. seek feedback on the Draft Annual Budget in accordance with the Community Engagement Policy
2. adopt the proportion of rates raised within various valuation categories as follows:
 - Rural Production to have a differential rate 12% lower than the General (Residential, Commercial and Other) differential rate
3. agree that the above distribution of rates raised demonstrates fairness and equity across the municipality
4. implement a differential rate to be struck between categories of Rural Production and General as follows:
 - General (Residential, Commercial and Other) - 0.002137 Cents in the Dollar of Capital Improved Value
 - Rural Production - 0.001881 Cents in the Dollar of Capital Improved Value
5. apply a Municipal Charge of \$237 to all properties, except where an exemption has been granted for a Single Farm Enterprise under the Local Government Act 1989
6. apply a Garbage Charge of \$401 per Residential Garbage Service (140 Litre Bin) and \$545 per Commercial Garbage Service (240 Litre Bin)
7. apply a Kerbside Recycling Service Charge of \$151 per service (240 Litre Bin).

CONFLICT OF INTEREST

There is no conflict of interest for any Council staff member involved in the preparation of this report, or involved in the subject matter of the report.

PREVIOUS COUNCIL DISCUSSION

Council was presented with the 2023/24 Draft Annual Budget (the Budget) at a Council Forum on 11 April 2023.

BACKGROUND

The Budget has been prepared in draft following discussions with Councillors and senior officers.

Council has once again used the Best Practice Guide 'Model Budget' to assist with developing the budget. The Executive Summary is based on this model and has been prepared to provide an explanation of the major components of the budget.

A number of financial reports have also been developed outlining expected income and expenditure for all areas of Council in 2023/24, and comparing these to the forecast actual results for 2022/23.

The Budget includes:

- the continuation of a strong cash position
- the continuation of the Community Planning program
- projects and initiatives included in Council's various strategic plans
- no new borrowings
- continuation of the use of discretionary reserves.

Council's rating increase for 2023/24 is in line with the Victorian State Government's Rate Capping Policy which has been set at 3.5% on the 2022/23 forecast budget rate income. Council has discretion over increases relating to garbage and recycling charges, and has included in the Budget an increase of 3.0% to assist in ensuring a cost neutral position for waste collection services with the introduction of additional statutory requirements.

The Budget was developed during a recovery period of the 2022 major flooding events. It is acknowledged that the Budget may change to respond to future flood relief and recovery efforts.

ISSUES/DISCUSSION

Subject to Council approval, the Budget will be advertised seeking feedback. Council will receive submissions until close of business on Friday 19 May 2023. This is the same timeframe for the Draft Fees and Charges Schedule.

It is proposed that Council consider any feedback received at the Council Forum to be held on Tuesday 6 June 2023 and formally adopt the Budget at the Ordinary Meeting of Council to be held on Tuesday 27 June 2023.

COST/BENEFITS

The benefits to Council and the community are that a consultative budget process complies with the Local Government Act 1989 and the Local Government Act 2020, the Budget provides a measure for accurate planning, and ensures that Council can deliver services and projects included in the document.

RISK ANALYSIS

The risk to Council of not considering and then advertising the Budget is that it will not comply with requirements under the Local Government Act 1989 and the Local Government Act 2020.

There is also a risk that the Budget may change as a result of Council's response to flood relief and recovery efforts.

CONSULTATION AND ENGAGEMENT

The Community Engagement Policy outlines community engagement as an ongoing dialogue with our community to identify civic issues and opportunities and assist Council with planning and informed decision-making.

The feedback and input from community engagement promotes:

- transparency in decision making
- relationship building with communities and stakeholders
- increase community and stakeholder capacity to understand issues facing Council.

Council acknowledges and adheres to the Community Engagement Principles contained in section 56 of the Act.

LODDON SHIRE COUNCIL BUDGET FOR YEAR ENDED 30 JUNE 2024



**LODDON SHIRE COUNCIL****BUDGET FOR THE YEAR ENDED 30 JUNE 2024****CONTENTS**

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**LODDON SHIRE COUNCIL****BUDGET FOR THE YEAR ENDED 30 JUNE 2024****MAYOR INTRODUCTION**

The Councillors and I are pleased to present the 2023/24 Budget to the community. This is our third Budget to deliver the Community Vision 2031 of "Creating a community where everyone is welcome and has the opportunity to live, work and thrive". We will achieve this by delivering the Council Plan 2021-25 which focuses on the four key themes in that Council Plan:

- A sustainable built and natural environment
- A growing and vibrant community
- A diverse and expanding economy
- A supported and accessible community.

The Council Plan 2021-25 sets out Council's strategic plan to deliver our vision over the full term of the Council. The focus over the next year will be on completing major multi-year capital projects, delivering flood restoration of our assets, the planning and design activities required to deliver new commitments and on maintaining existing services.

The budget details the resources required over the next year to fund a large range of services Council provides to the community. It also includes details of proposed capital expenditure allocations to improve and renew our Shire's road infrastructure, buildings and other operational assets.

As Councillors, it is our job to listen to community opinions and understand your priorities. We have consistently heard that Council's services are valued by the community, and that Council also needs to be financially responsible. In response, Council has continued an organisation wide approach to identifying savings and organisational improvements that provide increased value for money to ratepayers. We have also heard that our community wants to recover from the October 2022 floods and increase our mitigation against and resilience to future flood events.

The budget includes a rate increase of 3.5 per cent. This is in line with the Fair Go Rates System which has capped rate increases by Victorian Councils. Council has also identified a number of significant cost and revenue impacts during the budget process which it has had to take into consideration. These include:

- the removal of services delivered within the aged services area
- the continued delivery of flood restoration works
- Council's desire to continue to support Community Planning to drive strategic outcomes from a community level.

Some of the highlights contained in the 2023/24 Budget include:

- full funding of Council's ongoing commitment of community planning of \$750K
- an increased commitment to investment in information technology and cyber security
- strong investment in local road and related infrastructure maintenance
- \$200K allocation for works associated with the Building Asset Management Plan
- continued support for early years programs
- capital expenditure program of \$10.73 million
- no loan repayments with Council remaining debt free
- continuation of a strong cash position.

This budget was developed through a rigorous process of consultation and review and Council endorses it as financially responsible. I encourage the community to read through this document, in conjunction with the Council Plan 2021-25.

Cr. Daniel Straub
Mayor



LODDON SHIRE COUNCIL BUDGET FOR THE YEAR ENDED 30 JUNE 2024

CEO INTRODUCTION

Council has prepared a budget for 2023/24 which continues its alignment to the vision in the Council Plan 2021-25. It seeks to maintain and improve services and infrastructure as well as deliver projects and services that are valued by our community.

1 Key things we are funding

- ongoing delivery of services to the Loddon community
- continued investment in capital projects (\$10.73M). This includes roads (\$5.53M); parks and streetscapes (\$1.33M) and recreational, leisure and community facilities (\$0.75M).

2 Rates and charges increase

- the average rate rise will be 3.5% in line with the order by the Minister for Local Government in December 2022 under the Fair Go Rates System
- since 2018/19, each year is a revaluation year, therefore, valuations will be as per the General Revaluation dated 1 January 2022. These valuations will be undertaken by valuers appointed by the Valuer General
- the waste service charges will increase by 3.0% per collection item, which offsets increases in the cost of kerbside waste and recycling disposal along with new licencing requirements.

3 Other influences

- the Commonwealth Government may bring forward the estimated 2023/24 Financial Assistance Grant allocated to all Victorian Councils. For this budget, it is assumed there will be no amounts bought forward.

4 Key statistics

Total revenue is \$51.31 million (2022/23 \$36.69 million) noting the increase of income and expenditure as Council undertakes flood restoration works in partnership with the state and federal governments.

Total operating expenditure is \$57.41 million (2022/23 \$41.47 million)

Cash result is \$1.72 million surplus (\$7.53 million surplus in 2022/23)
(Refer Capital Expenditure Statement in Appendix A)

Note: This is the net funding result after considering the funding requirements to meet reserve transfers.

Capital works program of \$10.73 million (\$24.28 million in 2022/23) funded by:

- \$1.71 million from Council operations
- \$2.44 million from reserves
- No borrowings
- \$0.47 million from asset sales
- \$6.10 million from external grants.

I am pleased to present this Budget to the Loddon community and recommend that it be read in conjunction with other key documents including the Schedule of Fees and Charges.

Lincoln Fitzgerald
Chief Executive Officer



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

ECONOMIC ASSUMPTIONS

	Notes	Forecast	Budget	Projections			Trend +/-
		Actual		2024/25	2025/26	2026/27	
		2022/23	2023/24				
Rate cap increase	1	1.75%	3.50%	3.70%	3.90%	4.10%	O
Population growth		0.20%	0.20%	0.20%	0.20%	0.20%	O
Investment interest rate		Based on available cash					+
Borrowing interest rate		N/A	N/A	N/A	N/A	N/A	O
Consumer Price Index	2	1.50%	3.90%	3.00%	3.00%	3.00%	O
User fees	3	1.75%	3.50%	3.70%	3.90%	4.10%	O
Grants - recurrent		2.00%	2.00%	2.00%	2.00%	2.00%	O
Grants - non-recurrent		0.00%	0.00%	0.00%	0.00%	0.00%	O
Contributions		0.00%	0.00%	0.00%	0.00%	0.00%	O
Proceeds from sale of assets		Nil	Nil	Nil	Nil	Nil	O
Finance costs		1.50%	3.90%	3.00%	3.00%	3.00%	O
Other revenue		1.50%	3.90%	3.00%	3.00%	3.00%	O
Employee costs	4	2.00%	2.80%	2.80%	2.80%	2.80%	O
Contractors and materials		1.50%	3.90%	3.00%	3.00%	3.00%	O
Utilities	5	3.00%	3.90%	3.00%	3.00%	3.00%	O
Bad and doubtful debts		0.00%	0.00%	0.00%	0.00%	0.00%	O
Depreciation		2.00%	2.00%	2.00%	2.00%	2.00%	O
Other expenses		1.50%	3.90%	3.00%	3.00%	3.00%	O

Notes to assumptions

1 *Rate cap increase* - Council increases the rate cap each year in line with the rate set by the Minister as outlined in the Revenue and Rating Plan.

2 *Consumer Price Index* - Based on the rates published in the December to December year for Melbourne.

3 *User fees* - Council increases the user fees in line with the rate cap set each year set by the Minister and as outlined in the Revenue and Rating Plan.

4 *Employee costs* - Council increases employee costs in line with the current published EA with allowance for movement within the bands.

5 *Utilities* - This category was increased by a higher rate in line with increasing costs incurred from utility providers and also to offset increased water charges as a result of streetscape and other recent and planned park beautification projects.



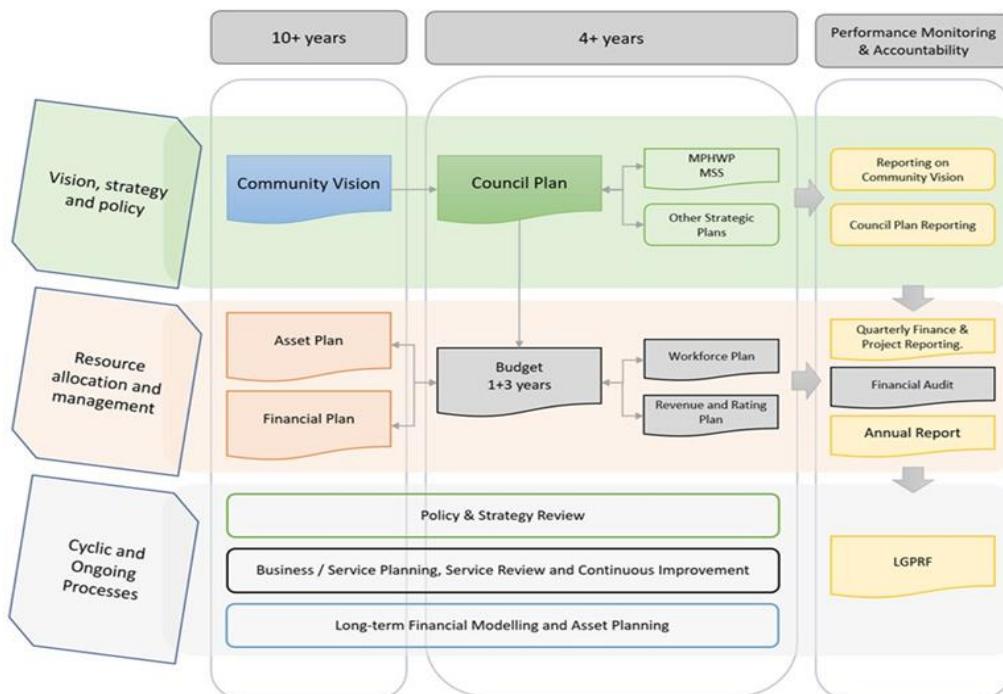
LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2023

1 LINK TO THE INTEGRATED PLANNING AND REPORTING FRAMEWORK

This section describes how the Budget links to the achievement of the Community Vision and Council Plan within an overall integrated planning and reporting framework. This framework guides the Council in identifying community needs and aspirations over the long term (Community Vision and Financial Plan), medium term (Council Plan, Workforce Plan, and Revenue and Rating Plan) and short term (Budget) and then holding itself accountable (Annual Report).

1.1 Legislative planning and accountability framework

The Budget is a rolling four-year plan that outlines the financial and non-financial resources that Council requires to achieve the strategic objectives described in the Council Plan. The diagram below depicts the integrated planning and reporting framework that applies to local government in Victoria. At each stage of the integrated planning and reporting framework there are opportunities for community and stakeholder input. This is important to ensure transparency and accountability to both residents and ratepayers.



Source: Department of Job, Precincts and Regions

The timing of each component of the integrated planning and reporting framework is critical to the successful achievement of the planned outcomes.

**LODDON SHIRE COUNCIL****BUDGET FOR THE YEAR ENDED 30 JUNE 2023****1 LINK TO THE INTEGRATED PLANNING AND REPORTING FRAMEWORK (Continued)****1.1.2 Key planning considerations - Service level planning**

Although councils have a legal obligation to provide some services - such as animal management, local roads, food safety and statutory planning - most council services are not legally mandated, including some services closely associated with councils, such as libraries, building permits and sporting facilities. Further, over time, the needs and expectations of communities can change. Therefore councils need to have robust processes for service planning and review to ensure all services continue to provide value for money and are in line with community expectations. In doing so, councils should engage with communities to determine how to prioritise resources and balance service provision against other responsibilities such as asset maintenance and capital works. Community consultation needs to be in line with a councils adopted Community Engagement Policy and Public Transparency Policy.

1.2 Our purpose**Community vision**

"Creating a community where everyone is welcome and has the opportunity to live, work and thrive."

Loddon vision

"Loddon will be a resilient, sustainable and prosperous community of communities."

Our values**Leadership**

We work towards achieving our vision while demonstrating our values.

Integrity

We are open, honest and fair.

Accountability

We will be consistent and responsible in our actions.

Impartiality

We will make decisions based on being informed without fear, favour or bias.

Respect

We treat everyone with respect and dignity at all times.

1.3 Strategic objectives

The 2021-2025 Council Plan identifies four high level strategic themes and strategic objectives. These are:

A sustainable built and natural environment

A growing and vibrant community

A diverse and expanding economy

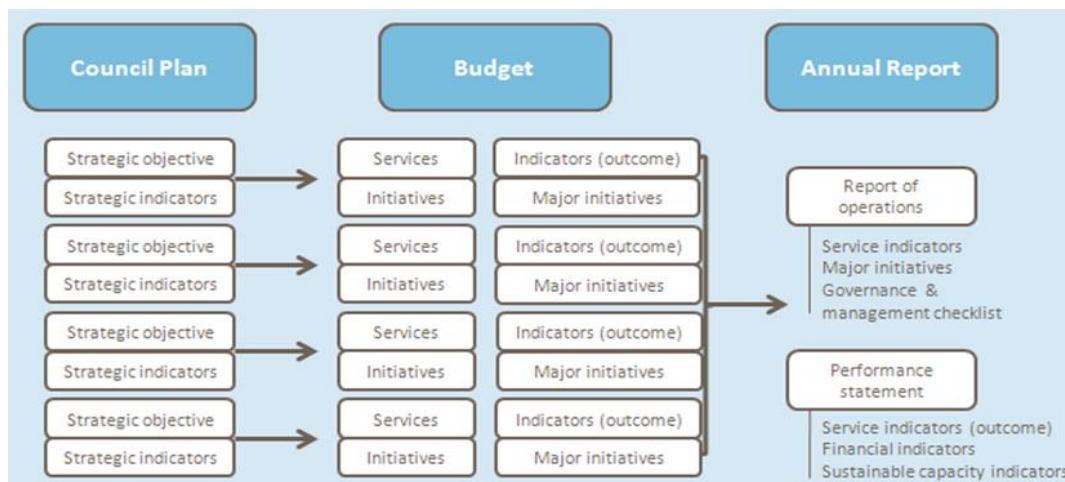
A supported and accessible community.



**LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024**

2 SERVICES AND SERVICE PERFORMANCE INDICATORS

This section provides a description of the services and initiatives to be funded in the Budget for the 2023/24 year and how these will contribute to achieving the strategic objectives outlined in the Council Plan. It also describes several initiatives and service performance outcome indicators for key areas of Council’s operations. Council is required by legislation to identify major initiatives, initiatives and service performance outcome indicators in the Budget and report against them in their Annual Report to support transparency and accountability. The relationship between these accountability requirements in the Council Plan, the Budget and the Annual Report is shown below.



Source: Department of Jobs, Precincts and Regions



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

2 SERVICES AND SERVICE PERFORMANCE INDICATORS (Continued)

2.1 Strategic themes and objectives

The following provides a brief outline of the strategic themes and objectives from the Council Plan.

2.1.1 Strategic theme 1 - A sustainable built and natural environment

Objective:

Infrastructure: We will implement financially and environmentally sustainable infrastructure that supports our social and economic needs.

Environment: We will work with our partners to preserve and protect our local environment. We will support our community to respond to the impacts of climate change.

Key priorities:

- a) plan for future facilities and infrastructure that meet community need
- b) our built and natural environment are accessible
- c) maintain sports and recreation and open public spaces to enable and promote access and participation
- d) plan for and build community capacity to mitigate, respond and adapt to climate change
- e) work with our partners to support biodiversity and habitat in our area
- f) promote reduction of waste to landfill
- g) plan and prepare for adverse weather events.

Services

Service area	Surplus/(deficit) \$	Income \$	Expenditure \$
Community support	990,381	3,000	993,381
Community planning - Boort	50,000	-	50,000
Community planning - Inglewood	50,000	-	50,000
Community planning - Tarnagulla	50,000	-	50,000
Community planning - Terricks	50,000	-	50,000
Community planning - Wedderburn	50,000	-	50,000
Emergency management	10,625	7,376	18,001
Grants and community planning	260,000	-	260,000
Project and contract management	246,744	-	246,744
Roads to recovery	(2,387,726)	2,387,726	-
Parks and townships	989,299	178,050	1,167,349
Waste management	2,001,378	74,851	2,076,229
Waterways management	52,069	-	52,069
Gravel pits	(170,009)	225,000	54,991
Total	2,242,761	2,876,003	5,118,764



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

2 SERVICES AND SERVICE PERFORMANCE INDICATORS (Continued)

2.1 Strategic themes and objectives (continued)

2.1.2 Strategic theme 2 - A growing and vibrant community

Objective:

Population: We will promote population growth to support a growing and diverse community.

Community: We will support a connected and inclusive community that provides opportunities for current and new community members at all ages, abilities, and stages of their life.

Youth: We will support our youth to access pathways for education and employment and the ability to connect and actively engage with their community.

Key priorities:

- maximise opportunities to grow our population by taking advantage of all available development opportunities to expand the existing urban footprint
- support community groups and volunteers
- promote welcoming and safe communities
- support youth by working to improve local learning and employment pathways.

Services

Service area	Surplus/(deficit) \$	Income \$	Expenditure \$
Strategic and statutory planning	259,143	80,165	339,308
Community wellbeing projects	-	-	-
Youth	6,000	-	6,000
Risk management	834,200	19,693	853,893
Building regulation	101,520	89,165	190,685
Local laws and animal management	432,425	70,961	503,386
Public health	107,610	50,967	158,577
Total	1,740,898	310,951	2,051,849

2.1.3 Strategic theme 3 - A diverse and expanding economy

Objective:

Tourism: We will promote our unique tourism opportunities and support our local tourism industry to increase visitation to our area.

Economy: We will support established businesses and seek to attract new businesses to grow our local economy.

Key priorities:

- increase the volume and value of tourism visitation
- provide support for economic development opportunities in the Shire
- increase the volume and value of the local economy.

Services

Service area	Surplus/(deficit) \$	Income \$	Expenditure \$
Economic development	111,133	38,844	149,977
Caravan parks	(76,309)	414,486	338,177
Loddon Discovery Tours	-	25,273	25,273
Tourism	423,563	-	423,563
Total	458,387	478,603	936,990



LODDON SHIRE COUNCIL BUDGET FOR THE YEAR ENDED 30 JUNE 2024

2 SERVICES AND SERVICE PERFORMANCE INDICATORS (Continued)

2.1 Strategic themes and objectives (continued)

2.1.4 Strategic theme 4 - A supported and accessible community

Objective:

Services: We will deliver our core services and advocate for access to other services for our community that support the health, wellbeing and liveability of our community.

Communication: We will listen to our community about how they wish to communicate with us and implement effective communication methods to achieve this. We will provide our community with opportunities to engage with us.

Key priorities:

- ensure services are available for our community
- review Council's internal services and processes to ensure we are operating efficiently
- enhance the community's opportunity to maintain good health and wellbeing, including mental health
- we will increase the opportunity for residents to engage with Council about decisions that impact their community.

Services

Service area	Surplus/(deficit) \$	Income \$	Expenditure \$
Flood management	-	20,000,000	20,000,000
Administration and management	3,882,623	-	3,882,623
Council administration	462,330	107,374	569,704
Library services	229,918	-	229,918
Media	117,731	-	117,731
Aged care services	462,005	-	462,005
Elderly persons units	9,969	70,154	80,123
Rural access	40,000	-	40,000
Seniors	74,870	6,205	81,075
Municipal health and wellbeing	9,200	1,000	10,200
Swimming pools	695,528	-	695,528
Maternal and child health	106,615	262,779	369,394
Early years	189,835	66,866	256,701
Global kinders	32,679	538,884	571,562
Immunisation	40,007	6,667	46,674
Corporate governance	296,174	-	296,174
Financial services	(5,766,765)	6,592,036	825,271
Rates and property	141,130	61,739	202,869
Customer service	241,933	-	241,933
Information management	235,347	-	235,347
Information technology	1,680,491	-	1,680,491
Human resources and development	1,264,183	97,419	1,361,602
Council engineering and technical services	148,559	57,225	205,784
Local roads and community infrastructure program	(2,387,726)	2,387,726	-
Management and administration	544,961	-	544,961
Air strips	8,808	-	8,808
Building and property maintenance	961,824	106	961,930
Plant and fleet	(2,063,292)	147,642	(1,915,650)
Roads	2,449,684	5,842,360	8,292,044
DoT routine maintenance contract	(44,765)	261,774	217,009
Total	4,063,856	36,507,956	40,571,811



**LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024**

2 SERVICES AND SERVICE PERFORMANCE INDICATORS (Continued)

2.2 Service performance outcome indicators

These service performance outcome indicators are those prescribed in accordance with the Regulations and are reported within Council's Performance Statement.

Indicator	Performance measure	Computation
Governance		
Satisfaction	Satisfaction with Council Decisions (Community satisfaction rating out of 100 with how Council has performed in making decisions in the interests of the community)	Community satisfaction rating out of 100 with the performance of Council in making decisions in the interest of the community
Statutory planning		
Decision making	Council planning decisions upheld at VCAT (Percentage of planning application decisions subject to review by VCAT and that were not set aside)	[Number of VCAT decisions that did not set aside Council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100
Roads		
Satisfaction	Satisfaction with sealed local roads (Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads)	Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads
Libraries		
Participation	Active library borrowers (Percentage of the municipal population that are active library members)	[The sum of the number of active library borrowers in the last 3 financial years / The sum of the population in the last 3 financial years] x100
Waste collection		
Waste diversion	Kerbside collection waste diverted from landfill (Percentage of garbage, recyclables and green organics collected from kerbside bins that is diverted from landfill)	[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100
Aquatic facilities		
Utilisation	Utilisation of aquatic facilities (The number of visits to aquatic facilities per head of municipal population)	Number of visits to aquatic facilities / Municipal population
Animal management		
Health and safety	Animal management prosecutions (Number of successful animal management prosecutions)	Number of successful animal management prosecutions



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

2 SERVICES AND SERVICE PERFORMANCE INDICATORS (Continued)

2.3 Service performance outcome indicators (continued)

Indicator	Performance measure	Computation
Food safety		
Health and safety	Critical and major non-compliance notifications (Percentage of critical and major non-compliance outcome notifications that are followed up by Council)	[Number of critical non-compliance notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance notifications and major non-compliance notifications about food premises] x100
Maternal and child health		
Participation	Participation in the MCH service (percentage of children enrolled who participate in the MCH service)	[Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x 100
Participation	Participation in MCH service by Aboriginal children (Percentage of Aboriginal children enrolled who participate in the MCH service)	[Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100

2.4 Reconciliation with budgeted operating result

Activity	Surplus/(deficit) \$	Income \$	Expenditure \$
Flood management	-	20,000,000	20,000,000
Administration and management	3,882,623	-	3,882,623
Economic development	111,133	38,844	149,977
Council administration	462,330	107,374	569,704
Library services	229,918	-	229,918
Media	117,731	-	117,731
Caravan parks	(76,309)	414,486	338,177
Loddon Discovery Tours	-	25,273	25,273
Tourism	423,563	-	423,563
Aged care services	462,005	0	462,005
Elderly persons units	9,969	70,154	80,123
Rural access	40,000	-	40,000
Seniors	74,870	6,205	81,075
Community wellbeing projects	-	-	-
Community support	990,381	3,000	993,381
Community planning - Boort	50,000	-	50,000
Community planning - Inglewood	50,000	-	50,000
Community planning - Tarnagulla	50,000	-	50,000
Community planning - Terricks	50,000	-	50,000
Community planning - Wedderburn	50,000	-	50,000
Emergency management	10,625	7,376	18,001

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LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

2 SERVICES AND SERVICE PERFORMANCE INDICATORS (Continued)

2.4 Reconciliation with budgeted operating result (continued)

Activity	Surplus/(deficit) \$	Income \$	Expenditure \$
Grants and community planning	260,000	-	260,000
Municipal health and wellbeing	9,200	1,000	10,200
Swimming pools	695,528	-	695,528
Maternal and child health	106,615	262,779	369,394
Early years	189,835	66,866	256,701
Global kinders	32,678	538,884	571,562
Immunisation	40,007	6,667	46,674
Youth	6,000	-	6,000
Corporate governance	296,174	0	296,174
Financial services	(5,766,765)	6,592,036	825,271
Rates and property	141,130	61,739	202,869
Customer service	241,933	-	241,933
Information management	235,347	-	235,347
Information technology	1,680,491	-	1,680,491
Human resources and development	1,264,183	97,419	1,361,602
Local roads and community infrastructure program	(2,387,726)	2,387,726	0
Risk management	834,200	19,693	853,893
Council engineering and technical services	148,559	57,225	205,784
Project and contract management	246,744	-	246,744
Roads to recovery	(2,387,726)	2,387,726	-
Building regulation	101,520	89,165	190,685
Local laws and animal management	432,425	70,961	503,386
Public health	107,610	50,967	158,577
Strategic and statutory planning	259,143	80,165	339,308
Air strips	8,808	-	8,808
Building and property maintenance	961,824	106	961,930
Plant and fleet	(2,063,292)	147,642	(1,915,650)
Gravel pits	(170,009)	225,000	54,991
Management and administration	544,961	-	544,961
Parks and townships	989,299	178,050	1,167,349
Roads	2,449,684	5,842,360	8,292,044
DoT routine maintenance contract	(44,765)	261,774	217,009
Waste management	2,001,378	74,851	2,076,229
Waterways management	52,069	-	52,069
Total	8,505,902	40,173,512	48,679,415
Expenses added in:			
Depreciation			10,308,760
Surplus/(deficit) before funding sources			18,814,663
Funding sources added in:			
Rates and charges revenue			(10,637,560)
Waste charge revenue			(2,075,975)
Operating surplus/(deficit) for the year			6,101,128



LODDON SHIRE COUNCIL BUDGET FOR THE YEAR ENDED 30 JUNE 2024

3 FINANCIAL STATEMENTS

This section presents information in regard to the Financial Statements and Statement of Human Resources. The budget information for the year 2023/24 has been supplemented with projections to 2026/27.

This section includes the following financial statements prepared in accordance with the Local Government Act 2020 and the Local Government (Planning and Reporting) Regulations 2020.

- 3.1 Comprehensive Income Statement
- 3.2 Balance Sheet
- 3.3 Statement of Changes in Equity
- 3.4 Statement of Cash Flows
- 3.5 Statement of Capital Works
- 3.6 Statement of Human Resources
- 3.7 Statement of Reserves

3.1 COMPREHENSIVE INCOME STATEMENT FOR THE FOUR YEARS ENDED 30 JUNE 2027

	NOTES	Forecast	Budget	Projections		
		Actual 2022/23 \$	2023/24 \$	2024/25 \$	2025/26 \$	2026/27 \$
Income / Revenue						
Rates and charges	4.1.1	12,283,009	12,713,535	13,148,128	13,619,642	14,130,986
Statutory fees and fines	4.1.2	314,357	294,310	305,198	317,101	330,103
User fees	4.1.3	1,497,704	1,005,449	1,033,865	1,065,029	1,099,067
Grants - operating	4.1.4	5,673,513	31,504,153	31,895,548	12,303,556	12,725,648
Grants - capital	4.1.4	14,764,061	4,775,452	2,507,112	2,507,112	2,507,112
Contributions - monetary	4.1.5	192,500	-	-	-	-
Reimbursements	4.1.6	308,068	317,451	325,207	333,193	341,414
Regional Roads Victoria	4.1.7	518,367	261,774	-	-	-
Net gain/(loss) on disposal of property, infrastructure, plant and equipment		-	-	-	-	-
Other income	4.1.8	1,135,000	435,000	335,000	335,000	335,000
Total income / revenue		36,686,579	51,307,125	49,550,058	30,480,633	31,469,330
Expenses						
Employee costs	4.1.9	14,602,730	14,758,874	14,831,699	15,224,477	15,635,825
Materials and services	4.1.10	16,413,752	31,976,442	32,003,905	12,200,365	12,852,112
Bad and doubtful debts - allowance for impairment losses		-	-	-	-	-
Depreciation	4.1.11	10,106,628	10,308,760	10,514,936	10,725,234	10,939,737
Borrowing costs		-	-	-	-	-
Finance costs - leases		-	-	-	-	-
Other expenses	4.1.12	351,182	364,176	374,562	385,258	396,276
Total expenses		41,474,293	57,408,253	57,725,102	38,535,335	39,823,950
Surplus/(deficit) for the year		(4,787,714)	(6,101,128)	(8,175,044)	(8,054,702)	(8,354,620)
Other comprehensive income						
Other comprehensive income		-	-	-	-	-
Total other comprehensive income		-	-	-	-	-
Total comprehensive result		(4,787,714)	(6,101,128)	(8,175,044)	(8,054,702)	(8,354,620)

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LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

3 FINANCIAL STATEMENTS (Continued)

**3.2 BALANCE SHEET
FOR THE FOUR YEARS ENDED 30 JUNE 2027**

	NOTES	Forecast	Budget	Projections		
		Actual 2022/23 \$	2023/24 \$	2024/25 \$	2025/26 \$	2026/27 \$
Assets						
Current assets						
Cash and cash equivalents		19,518,182	13,827,629	9,306,022	5,249,866	153,109
Trade and other receivables		694,503	1,005,858	977,798	596,249	615,858
Other financial assets		2,713,090	2,713,090	2,713,090	2,713,090	2,713,090
Inventories		-	-	-	-	-
Prepayments		-	-	-	-	-
Non-current assets classified as held for sale		311,958	311,958	311,958	311,958	311,958
Total current assets	4.2.1	23,237,733	17,858,535	13,308,868	8,871,163	3,794,015
Non-current assets						
Trade and other receivables		-	-	-	-	-
Property, infrastructure, plant and equipment		367,917,452	378,911,595	386,870,192	394,489,646	403,299,341
Right of use assets		-	-	-	-	-
Intangible assets		295,154	295,154	295,154	295,154	295,154
Total non-current assets	4.2.1	368,212,606	379,206,749	387,165,346	394,784,800	403,594,495
Total assets		391,450,339	397,065,284	400,474,214	403,655,963	407,388,510
Liabilities						
Current liabilities						
Trade and other payables		552,772	1,023,371	1,025,605	433,357	454,820
Trust funds and deposits		349,393	331,923	315,327	299,561	284,583
Provisions		2,715,005	2,631,951	2,547,363	2,460,400	2,370,997
Interest bearing loans and borrowings	4.2.3	-	-	-	-	-
Lease liabilities		-	-	-	-	-
Total current liabilities	4.2.2	3,617,170	3,987,245	3,888,295	3,193,318	3,110,400
Non-current liabilities						
Provisions		1,584,436	1,883,552	2,189,770	2,505,733	2,831,771
Interest bearing loans and borrowings	4.2.3	-	-	-	-	-
Unearned income/revenue		-	-	-	-	-
Lease liabilities		-	-	-	-	-
Total non-current liabilities	4.2.2	1,584,436	1,883,552	2,189,770	2,505,733	2,831,771
Total liabilities		5,201,606	5,870,797	6,078,065	5,699,051	5,942,171
NET ASSETS		386,248,733	391,194,487	394,396,149	397,956,912	401,446,339
Equity						
Accumulated surplus		104,052,015	98,184,563	89,475,382	80,903,401	73,375,124
Asset revaluation reserve		272,554,644	283,601,526	294,978,232	306,593,697	318,437,745
Other reserves		9,642,074	9,408,398	9,942,535	10,459,814	9,633,470
TOTAL EQUITY		386,248,733	391,194,487	394,396,149	397,956,912	401,446,339



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

3 FINANCIAL STATEMENTS (Continued)

3.3 STATEMENT OF CHANGES IN EQUITY FOR THE FOUR YEARS ENDED 30 JUNE 2027

2023 Forecast Actual	Total \$	Accumulated surplus \$	Revaluation reserve \$	Other reserves \$
Balance at beginning of the financial year	380,714,592	91,667,547	262,232,789	26,814,256
Surplus/ (deficit) for the year	(4,787,714)	(4,787,714)	-	-
Net asset revaluation increment / (decrement)	10,321,855	-	10,321,855	-
Transfer to other reserves	-	(3,204,274)	-	3,204,274
Transfer from other reserves	-	20,376,456	-	(20,376,456)
Balance at end of financial year	386,248,733	104,052,015	272,554,644	9,642,074

2024 Budget	Total \$	Accumulated surplus \$	Revaluation reserve \$	Other reserves \$
Balance at beginning of the financial year	386,248,733	104,052,015	272,554,644	9,642,074
Surplus/ (deficit) for the year	(6,101,128)	(6,101,128)	-	-
Net asset revaluation increment / (decrement)	11,046,882	-	11,046,882	-
Transfer to other reserves	-	(2,293,631)	-	2,293,631
Transfer from other reserves	-	2,527,307	-	(2,527,307)
Balance at end of financial year	391,194,487	98,184,563	283,601,526	9,408,398

2025 Projection	Total \$	Accumulated surplus \$	Revaluation reserve \$	Other reserves \$
Balance at beginning of the financial year	391,194,487	98,184,563	283,601,526	9,408,398
Surplus/ (deficit) for the year	(8,175,044)	(8,175,044)	-	-
Net asset revaluation increment / (decrement)	11,376,706	-	11,376,706	-
Transfer to other reserves	-	(1,947,812)	-	1,947,812
Transfer from other reserves	-	1,413,675	-	(1,413,675)
Balance at end of financial year	394,396,149	89,475,382	294,978,232	9,942,535

2026 Projection	Total \$	Accumulated surplus \$	Revaluation reserve \$	Other reserves \$
Balance at beginning of the financial year	394,396,149	89,475,382	294,978,232	9,942,535
Surplus/ (deficit) for the year	(8,054,702)	(8,054,702)	-	-
Net asset revaluation increment / (decrement)	11,615,465	-	11,615,465	-
Transfer to other reserves	-	(1,952,698)	-	1,952,698
Transfer from other reserves	-	1,435,419	-	(1,435,419)
Balance at end of financial year	397,956,912	80,903,401	306,593,697	10,459,814

2027 Projection	Total \$	Accumulated surplus \$	Revaluation reserve \$	Other reserves \$
Balance at beginning of the financial year	397,956,912	80,903,401	306,593,697	10,459,814
Surplus/ (deficit) for the year	(8,354,620)	(8,354,620)	-	-
Net asset revaluation increment / (decrement)	11,844,048	-	11,844,048	-
Transfer to other reserves	-	(1,958,772)	-	1,958,772
Transfer from other reserves	-	2,785,116	-	(2,785,116)
Balance at end of financial year	401,446,339	73,375,124	318,437,745	9,633,470



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

3 FINANCIAL STATEMENTS (Continued)

3.4 STATEMENT OF CASH FLOWS
FOR THE FOUR YEARS ENDED 30 JUNE 2027

	NOTES	Forecast	Budget	Projections		
		Actual 2022/23 \$	2023/24 \$	2024/25 \$	2025/26 \$	2026/27 \$
Cash flows from operating activities						
Receipts						
Rates and charges		12,494,963	12,873,414	13,506,542	14,036,530	14,377,837
Statutory fees and fines		364,855	269,062	314,109	361,599	334,744
User fees		1,844,521	885,448	1,067,168	1,258,026	1,112,224
Grants - operating		5,786,983	32,134,236	32,533,459	12,549,627	12,980,161
Grants - capital		11,983,066	4,870,961	2,557,254	2,557,254	2,557,254
Contributions - monetary		196,350	-	-	-	-
Interest received		1,265,642	435,000	335,000	335,000	335,000
Trust funds and deposits taken		-	-	-	-	-
Other receipts		842,963	590,810	331,711	339,857	348,242
Net GST refund/payment		(208,270)	(210,352)	(212,456)	(214,580)	(216,726)
Operating receipts		34,571,073	51,848,579	50,432,787	31,223,313	31,828,736
Payments						
Employee costs		(13,090,077)	(12,790,487)	(12,821,502)	(13,156,062)	(13,507,487)
Materials and services		(18,403,620)	(34,475,154)	(35,019,469)	(15,378,418)	(15,497,644)
Trust funds and deposits repaid		(18,389)	(17,470)	(16,596)	(15,766)	(14,978)
Short-term, low value and variable lease payments		-	-	-	-	-
Other payments		-	-	-	-	-
Operating payments		(31,512,086)	(47,283,111)	(47,857,567)	(28,550,246)	(29,020,109)
Net cash provided by/(used in) operating activities	4.4.1	3,058,987	4,565,468	2,575,220	2,673,067	2,808,627
Cash flows from investing activities						
Payments for property, infrastructure, plant and equipment		(23,952,364)	(10,256,021)	(7,096,827)	(6,729,223)	(7,905,384)
Decrease in term deposits		-	-	-	-	-
Loans and advances made		-	-	-	-	-
Payments of loans and advances		-	-	-	-	-
Net cash provided by/(used in) investing activities	4.4.2	(23,952,364)	(10,256,021)	(7,096,827)	(6,729,223)	(7,905,384)
Cash flows from financing activities						
Finance costs		-	-	-	-	-
Repayment of lease liabilities		-	-	-	-	-
Net cash provided by (used in) financing activities	4.4.3	-	-	-	-	-
Net increase/(decrease) in cash and cash equivalents		(20,893,377)	(5,690,553)	(4,521,607)	(4,056,156)	(5,096,757)
Cash and cash equivalents at the beginning of the year		40,411,559	19,518,182	13,827,629	9,306,022	5,249,866
Cash and cash equivalents at the end of the year		19,518,182	13,827,629	9,306,022	5,249,866	153,109

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LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024
3 FINANCIAL STATEMENTS (Continued)
**3.5 STATEMENT OF CAPITAL WORKS
FOR THE FOUR YEARS ENDED 30 JUNE 2027**

	NOTES	Forecast	Budget	Projections		
		Actual 2022/23 \$	2023/24 \$	2024/25 \$	2025/26 \$	2026/27 \$
Capital works areas						
Land and buildings		2,159,980	205,000	605,200	405,408	405,624
Office furniture and equipment		100,000	190,700	157,200	100,000	100,000
Plant and equipment		2,607,671	2,490,440	1,003,074	1,115,593	2,226,209
Footpaths		1,187,143	232,061	716,343	532,217	547,670
Roadworks		7,128,166	5,531,773	3,929,109	3,923,679	4,204,474
Urban and road drainage		1,302,945	-	350,000	350,000	350,000
Recreation, leisure and community facilities		9,513,682	750,000	500,000	500,000	500,000
Parks, open space and streetscapes		280,766	1,327,380	-	-	-
Other infrastructure		-	-	-	-	-
Total capital works	4.5.1	24,280,353	10,727,354	7,260,926	6,926,897	8,333,977
Represented by:						
New asset expenditure		2,707,671	2,681,140	1,160,274	1,215,593	2,326,209
Asset renewal expenditure		9,509,727	5,968,834	5,600,652	5,211,304	5,507,768
Asset expansion expenditure		9,995,764	2,077,380	500,000	500,000	500,000
Asset upgrade expenditure		2,067,191	-	-	-	-
Total capital works expenditure		24,280,353	10,727,354	7,260,926	6,926,897	8,333,977

	Forecast	Budget	Projections		
	Actual 2022/23 \$	2023/24 \$	2024/25 \$	2025/26 \$	2026/27 \$
Expenditure type					
Labour	236,974	252,107	280,422	342,736	377,710
Creditors	11,690,212	4,041,022	4,428,975	4,525,767	5,837,470
Contractors	12,353,167	6,434,225	2,551,529	2,051,394	2,118,797
Total capital works expenditure	24,280,353	10,727,354	7,260,926	6,919,897	8,333,977

	Forecast	Budget	Projections		
	Actual 2022/23 \$	2023/24 \$	2024/25 \$	2025/26 \$	2026/27 \$
Funding sourced represented by					
Grants / contributions	14,902,613	6,102,832	2,507,112	2,507,112	2,507,112
Council cash	6,660,069	1,713,382	3,263,540	2,874,192	3,170,656
Reserves	2,389,682	2,439,807	1,326,175	1,347,919	2,227,616
Sale of assets	327,989	471,333	164,099	197,674	428,593
Total capital works expenditure	24,280,353	10,727,354	7,260,926	6,926,897	8,333,977



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

3 FINANCIAL STATEMENTS (Continued)

**3.6 STATEMENT OF HUMAN RESOURCES
 FOR THE FOUR YEARS ENDED 30 JUNE 2027**

	Forecast	Budget 2023/24	Projections		
	Actual 2022/23		2024/25	2025/26	2026/27
	\$	\$	\$	\$	\$
Staff expenditure					
Employee labour - operating	12,941,914	12,987,137	13,023,333	13,364,867	13,723,523
Employee labour - capital	236,974	252,107	280,422	342,736	377,710
Total staff expenditure*	13,178,888	13,239,244	13,303,755	13,707,603	14,101,233
Staff numbers EFT**	EFT	EFT	EFT	EFT	EFT
Employees	150.34	147.86	144.86	144.86	144.86
Total staff numbers EFT	150.34	147.86	144.86	144.86	144.86

* Excludes employee oncost

** Equivalent Full Time

A summary of human resources expenditure categories according to the organisation structure of Council is included below:

Directorate	Budget 2023/24	Permanent Full Time	Permanent Part Time
Staff cost			
Executive and commercial services	1,018,670	630,258	388,412
Community wellbeing	2,304,242	1,190,255	1,113,987
Corporate services	2,741,249	1,586,872	1,154,377
Operations	6,922,976	6,675,905	247,071
Total permanent staff expenditure	12,987,137	10,083,290	2,903,847
Other employee related expenditure	-		
Capitalised labour costs	252,107		
Total expenditure	13,239,244		

A summary of the number of equivalent full time (EFT) Council staff in relation to the above expenditure is included below:

Directorate	Budget 2023/24	Permanent Full Time	Permanent Part Time
Staff EFT			
services	7.99	4.00	3.99
Community wellbeing	24.69	12.00	12.69
Corporate services	23.19	17.00	6.19
Operations	91.99	89.00	2.99
Total staff	147.86	122.00	25.86



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

3 FINANCIAL STATEMENTS (Continued)

3.6 STATEMENT OF HUMAN RESOURCES (Continued)
FOR THE FOUR YEARS ENDED 30 JUNE 2027

	Budget 2023/24 \$	Projections		
		2024/25 \$	2025/26 \$	2026/27 \$
Executive and commercial services				
Permanent - Full time				
- Female	212,888	219,275	225,853	232,628
- Male	417,370	429,891	442,788	456,071
Permanent - Part time				
- Female	332,972	342,961	353,250	363,847
- Male	55,440	57,103	58,816	60,581
Total executive and commercial services	1,018,670	1,049,230	1,080,707	1,113,128
Community support				
Permanent - Full time				
- Female	831,767	856,720	882,422	908,894
- Male	358,488	369,243	380,320	391,730
Permanent - Part time				
- Female	1,076,831	1,109,136	1,142,410	1,176,682
- Male	37,156	38,271	39,419	40,601
Total community support	2,304,242	2,373,369	2,444,570	2,517,907
Corporate services				
Permanent - Full time				
- Female	1,154,377	984,008	1,013,529	1,043,934
- Male	432,495	445,470	458,834	472,599
Permanent - Part time				
- Female	1,154,377	1,189,008	1,224,679	1,261,419
- Male	-	-	-	-
Total corporate services	2,741,249	2,618,486	2,697,041	2,777,952
Operations				
Permanent - Full time				
- Female	646,228	665,615	685,583	706,151
- Male	6,029,677	6,062,149	6,194,848	6,338,403
Permanent - Part time				
- Female	174,272	179,500	184,885	190,432
- Male	72,799	74,983	77,232	79,549
Total operations	6,922,976	6,982,247	7,142,549	7,314,535
Casuals and temporary staff	-	-	-	-
Capitalised labour costs	252,107	280,422	342,736	377,710
Total staff expenditure	13,239,244	13,303,755	13,707,603	14,101,233



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

3 FINANCIAL STATEMENTS (Continued)

3.6 STATEMENT OF HUMAN RESOURCES (Continued)
FOR THE FOUR YEARS ENDED 30 JUNE 2027

	Budget 2023/24 EFT	Projections		
		2024/25 EFT	2025/26 EFT	2026/27 EFT
Executive and commercial services				
Permanent - Full time				
- Female	2.00	2.00	2.00	2.00
- Male	2.00	2.00	2.00	2.00
Permanent - Part time				
- Female	3.43	3.43	3.43	3.43
- Male	0.57	0.57	0.57	0.57
Total executive and commercial services	7.99	7.99	7.99	7.99
Community support				
Permanent - Full time				
- Female	7.00	7.00	7.00	7.00
- Male	5.00	5.00	5.00	5.00
Permanent - Part time				
- Female	12.16	12.16	12.16	12.16
- Male	0.53	0.53	0.53	0.53
Total community support	24.69	24.69	24.69	24.69
Corporate services				
Permanent - Full time				
- Female	13.00	10.00	10.00	10.00
- Male	4.00	4.00	4.00	4.00
Permanent - Part time				
- Female	6.19	6.19	6.19	6.19
- Male	0.00	0.00	0.00	0.00
Total corporate services	23.19	20.19	20.19	20.19
Operations				
Permanent - Full time				
- Female	7.00	7.00	7.00	7.00
- Male	77.00	77.00	77.00	77.00
Permanent - Part time				
- Female	2.03	2.03	2.03	2.03
- Male	0.96	0.96	0.96	0.96
Total operations	86.99	86.99	86.99	86.99
Casuals and temporary staff	0.00	0.00	0.00	0.00
Capitalised labour costs	5.00	5.00	5.00	5.00
Total staff expenditure	147.86	144.86	144.86	144.86



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

3 FINANCIAL STATEMENTS (Continued)

**3.7 STATEMENT OF RESERVES
 FOR THE FOUR YEARS ENDED 30 JUNE 2027**

	NOTES	Forecast	Budget	Projections		
		Actual 2022/23 \$	2023/24 \$	2024/25 \$	2025/26 \$	2026/27 \$
Discretionary						
Capital expenditure reserve		8,784	8,784	8,784	8,784	8,784
Caravan park development reserve		394,124	470,434	552,168	640,457	736,538
Community planning reserve		1,771,000	1,771,000	1,771,000	1,771,000	1,771,000
Gravel and sand pit reserve		14,388	184,397	352,785	519,504	214,505
Heritage loan scheme reserve		100,000	100,000	100,000	100,000	100,000
Land and buildings reserve		1,247,592	1,247,592	1,247,592	1,247,592	1,247,592
Little Lake Boort water reserve		17,604	17,604	17,604	17,604	17,604
Major projects reserve		318,485	318,485	318,485	318,485	318,485
Reserves improvement reserve		100,000	100,000	100,000	100,000	100,000
Superannuation liability reserve		1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Unightly premises enforcement reserve		100,000	100,000	100,000	100,000	100,000
Unspent contributions reserve		-	-	-	-	-
Unspent grants reserve		885,115	885,115	885,115	885,115	885,115
Waste management reserve		340,000	374,190	408,380	442,570	476,760
Boundary and township signage		-	-	-	-	-
Economic development reserve		-	-	-	-	-
Fleet replacement reserve		765,186	572,003	643,973	631,608	339,976
Information technology reserve		658,838	538,138	450,938	420,938	390,938
Plant replacement reserve		864,536	158,612	367,667	582,113	196,129
Professional development reserve		22,256	28,256	34,256	40,256	46,256
Swimming pool major projects reserve		200,000	-	50,000	100,000	150,000
Units reserve		-	-	-	-	-
Urban drainage reserve		834,166	1,533,788	1,533,788	1,533,788	1,533,788
Total discretionary reserves	4.3.2	9,642,074	9,408,398	9,942,535	10,459,814	9,633,470



LODDON SHIRE COUNCIL BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS

This section presents detailed information on material components of the financial statements. Council needs to assess which components are material, considering the dollar amounts and nature of these components.

4.1 Comprehensive income statement

4.1.1 Rates and charges

Rates and charges are required by the Act and Regulations to be disclosed in Council's budget.

As per the Local Government Act 2020, Council is required to have a Revenue and Rating Plan which is a four year plan for how Council will generate income to deliver the Council Plan, program and services and capital works commitments over a four-year period.

In developing the Budget, rates and charges were identified as an important source of revenue. Planning for future rate increases has therefore been an important component of the financial planning process. The Fair Go Rates System (FGRS) sets out the maximum amount councils may increase rates in a year. For 2023/24 the FGRS cap has been set at 3.5%. The cap applies to both general rates and municipal charges and is calculated on the basis of council's average rates and charges.

The level of required rates and charges has been considered in this context, with reference to Council's other sources of income and the planned expenditure on services and works to be undertaken for the community.

To achieve these objectives while maintaining service levels and a strong capital expenditure program, the average general rate and the municipal charge will increase by 3.5% in line with the rate cap.

This will raise total rates and charges for 2023/24 of \$12.71 million.

4.1.1 (a) The reconciliation of the total rates and charges to the Comprehensive Income Statement is as follows:

	Forecast Actual 2022/23 \$	Budget 2023/24 \$	Change \$	Change %
General rates*	8,921,145	9,224,803	303,658	3.4%
Municipal charge*	1,356,691	1,412,757	56,066	4.1%
Garbage charge	1,477,925	1,531,922	53,997	3.7%
Kerbside recycling charge	527,248	544,053	16,805	3.2%
Total rates and charges	12,283,009	12,713,535	430,526	3.5%
Interest on rates and charges	35,000	35,000	-	0.0%

* These items are subject to the rate cap established under the FGRS.

4.1.1 (b) The rate in the dollar to be levied as general rates under Section 158 of the Act for each type or class of land compared with the previous financial year

Type or class of land	2022/23 cents/\$CIV	2023/24 cents/\$CIV	Change
General	0.2786	0.2137	-23.3%
Rural	0.2451	0.1881	-23.3%



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.1 Comprehensive income statement (continued)

4.1.1 (c) The estimated total amount to be raised by general rates in relation to each type or class of land, and the estimated total amount to be raised by general rates, compared with the previous financial year

Type or class of land	2022/23 \$	2023/24 \$	Change
General	2,739,457	2,503,211	-8.6%
Rural	6,181,689	6,721,592	8.7%
Total amount to be raised by rates	8,921,145	9,224,803	3.4%

4.1.1 (d) The number of assessments in relation to each type or class of land, and the total number of assessments, compared with the previous financial year

Type or class of land	2022/23 number	2023/24 number	Change
General	4,412	4,412	0.0%
Rural	3,596	3,596	0.0%
Total number of assessments	8,008	8,008	0.0%

4.1.1 (e) The basis of valuation is the Capital Improved Value (CIV).

4.1.1 (f) The estimated total value of each type or class of land, and the estimated total value of land, compared with the previous financial year

Type or class of land	2022/23 \$	2023/24 \$	Change
General	931,431,700	1,171,277,100	25.8%
Rural	2,576,610,400	3,573,976,200	38.7%
Total value of land	3,508,042,100	4,745,253,300	35.3%

4.1.1 (g) The municipal charge under Section 159 of the Act compared with the previous financial year

Type of charge	Per rateable property 2022/23 \$	Per rateable property 2023/24 \$	Change
Municipal	229	237	3.5%

4.1.1 (h) The estimated total amount to be raised by municipal charges compared with the previous financial year

Type of charge	2022/23 \$	2023/24 \$	Change
Municipal	1,356,691	1,412,757	4.1%



LODDON SHIRE COUNCIL BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.1 Comprehensive income statement (continued)

4.1.1 (i) The rate or unit amount to be levied for each type or service rate or charge under Section 162 of the Act compared with the previous financial year

Type of charge	Per rateable property 2022/23 \$	Per rateable property 2023/24 \$	Change
Garbage collection 140 litre	389	401	3.1%
Garbage collection 240 litre	529	545	3.0%
Kerbside recycling 240 litre	147	151	2.7%

4.1.1 (j) The estimated total amount to be raised by each type of service rate or charge, and the estimated total amount to be raised by service rates and charges, compared with the previous financial year

Type of charge	2022/23 \$	2023/24 \$	Change
Garbage charge	1,477,925	1,531,922	3.7%
Kerbside recycling charge	527,248	544,053	3.2%
Total	2,005,173	2,075,975	3.5%

4.1.1 (k) The estimated total amount to be raised by all rates and charges compared with the previous financial year

	2022/23 \$	2023/24 \$	Change
General rates	8,921,145	9,224,803	3.4%
Municipal charge	1,356,691	1,412,757	4.1%
Garbage and kerbside recycling charge	2,005,173	2,075,975	3.5%
Total rates and charges	12,283,009	12,713,535	3.5%

4.1.1 (l) Fair Go Rates System Compliance

Loddon Shire Council is fully compliant with the State Government's Fair Go Rates System. The table below details the budget assumptions consistent with the requirements of the Fair Go Rates System.

	2022/23 \$	2023/24 \$
Total rates base	10,077,936	10,277,836
Number of rateable properties	7,981	8,008
Base average rate	1,262.74	1,283.45
Maximum rate increase (set by State Government)	1.75%	3.50%
Capped average rate	1,284.84	1,328.37
Maximum general rates and municipal charges revenue	10,254,300	10,637,561
Budgeted general rates and municipal charges revenue	10,254,300	10,637,560



**LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024**

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.1 Comprehensive income statement (continued)

4.1.1 (m) Any significant changes that may affect the estimated amounts to be raised by rates and charges

There are no known significant changes which may affect the estimated amounts to be raised by rates and charges. However, the total amount to be raised by rates and charges may be affected by:

- the making of supplementary valuations
- the variation of returned levels of value (e.g. valuation objections)
- changes in use of land such that rateable land becomes non-rateable land and vice versa
- changes in use of land such that general rateable land becomes rural rateable land and vice versa.

4.1.1 (n) Differential rates

The existing rating structure comprises one differential rate (rural properties) and a rate for general properties (residential and commercial). These rates are structured in accordance with the requirements of Section 161 "Differential Rates" of the Local Government Act 1989.

The rate and amount of rates payable in relation to land in each category of differential are:

- a general rate of 0.2137 cents in the dollar of CIV for all rateable general properties
- a rural rate of 0.1881 cents in the dollar of CIV for all rateable rural properties.

Each differential rate will be determined by multiplying the Capital Improved Value of the rateable land by the relevant cents in the dollar indicated above.

For the 2023/24 Budget, Council has defined a differential rate split of 12%, with rural rates having a rate in the dollar of 88% of the general rate. Council considers this as a fair allocation of rates across property types.

Under the Cultural and Recreation Lands Act 1963, provision is made for a Council to grant a rating concession to any "recreational lands" which meet the test of being "rateable land" under the Local Government Act 1989. Council has exempted all rateable recreation land from the payment of rates.

4.1.2 Statutory fees and fines

	Forecast Actual 2022/23 \$	Budget 2023/24 \$	Change \$	Change %
Rates and property	13,927	14,414	487	3.5%
Risk management	11,843	12,257	414	3.5%
Building regulation	82,079	84,953	2,874	3.5%
Local laws and animal management	55,887	57,843	1,956	3.5%
Public health	43,167	44,678	1,511	3.5%
Strategic and statutory planning	107,454	80,165	(27,289)	-25.4%
Total statutory fees and fines	314,357	294,310	7,242	-6.4%

Statutory fees relate mainly to fees and fines levied in accordance with legislation and include Public Health and Wellbeing Act 2008 registrations, Planning and Environment Act 1987 registrations, Building Act 1993 registrations, the Country Fire Authority Act 1958 registrations, and Domestic (Feral and Nuisance) Animals Act 1994 registrations. Increases in statutory fees are made in accordance with legislative requirements.



LODDON SHIRE COUNCIL BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.1 Comprehensive income statement (continued)

4.1.3 User fees

	Forecast Actual 2022/23 \$	Budget 2023/24 \$	Change \$	Change %
Economic development	37,530	38,844	1,314	3.5%
Caravan parks	400,469	414,486	14,017	3.5%
Loddon Discovery Tours	24,309	25,273	964	4.0%
Tourism	14,950	-	(14,950)	-100.0%
Aged care services	497,246	-	(497,246)	-100.0%
Elderly persons units	67,782	70,154	2,372	3.5%
Seniors	3,330	3,605	275	8.3%
Emergency management	7,126	7,376	250	3.5%
Municipal health and wellbeing	1,000	1,000	-	0.0%
Early years	2,300	-	(2,300)	-100.0%
Pre-schools	95,800	2,300	(93,500)	-97.6%
Corporate governance	3,154	-	(3,154)	-100.0%
Financial services	500	500	-	0.0%
Human resources and development	40,985	42,419	1,434	3.5%
Council engineering and technical services	55,459	57,225	1,766	3.2%
Building regulation	4,070	4,212	142	3.5%
Building and property maintenance	102	106	4	3.9%
Gravel pits	132,463	225,000	92,537	69.9%
Roads	40,674	42,098	1,424	3.5%
Waste management	68,455	70,851	2,396	3.5%
Total user fees	1,497,704	1,005,449	(492,255)	-32.9%

User charges relate mainly to the recovery of service delivery costs through the charging of fees to users of Council's services. These include home and community care services, caravan park fees, gravel pit fees and royalties, Loddon Discovery Tour fees, rental from Council owned properties, and private works. A detailed listing of statutory fees and Council charges is available on Council's web site and can also be inspected at Council's customer service centre. In setting the budget, the key principle for determining the level of user charges has been to ensure that increases do not exceed CPI increases or market levels. Council has many varied sources of user charges.

4.1.4 Grants

Grants are required by the Act and Regulations to be disclosed in Council's annual budget.

	Forecast Actual 2022/23 \$	Budget 2023/24 \$	Change \$	Change %
Grants were received in respect of the following:				
Summary of grants				
Commonwealth funded grants	4,993,520	12,942,652	7,949,132	159.2%
State funded grants	14,788,054	3,336,953	(11,451,101)	-77.4%
Total grants received	19,781,574	16,279,605	(3,501,969)	-17.7%



LODDON SHIRE COUNCIL BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.1 Comprehensive income statement (continued)

4.1.4 Grants (Continued)

(a) Operating grants	Forecast Actual 2022/23 \$	Budget 2023/24 \$	Change \$	Change %
Recurrent - Commonwealth Government				
VLGGC - local roads	1,102,840	4,398,390	3,295,550	298.8%
VLGGC - general	1,697,816	6,156,536	4,458,720	262.6%
Recurrent - State Government				
Aged care services	924,277	-	(924,277)	-100.0%
Seniors	-	2,600	2,600	100.0%
Maternal and child health	270,087	262,778	(7,309)	-2.7%
Early years	32,496	66,866	34,370	105.8%
Pre-schools	476,896	516,584	39,688	8.3%
Immunisation	6,536	6,667	131	2.0%
Rates and property	46,397	47,325	928	2.0%
Local laws and animal management	12,861	13,118	257	2.0%
Public health	6,165	6,289	124	2.0%
Roads	75,000	-	(75,000)	-100.0%
Waste management	7,642	4,000	(3,642)	-47.7%
Total recurrent grants	4,659,013	11,481,153	6,822,140	146.4%
Non-recurrent - Commonwealth Government				
Flood management	656,000	20,000,000	19,344,000	0.0%
Non-recurrent State Government				
Community support	-	3,000	3,000	#DIV/0!
Grants and community planning	212,000	-	(212,000)	-100.0%
Pre-schools	-	20,000	20,000	#DIV/0!
Project and contact management	56,500	-	(56,500)	-100.0%
Public health	40,000	-	(40,000)	-100.0%
Strategic and statutory planning	50,000	-	(50,000)	-100.0%
Total non-recurrent grants	358,500	23,000	(335,500)	-93.6%
Total operating grants	5,673,513	31,504,153	6,486,640	455.3%

Operating grants include all monies received from State and Federal sources for the purposes of funding the delivery of Council's services to ratepayers.



LODDON SHIRE COUNCIL BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.1 Comprehensive income statement (continued)

4.1.4 Grants (Continued)

	Forecast Actual 2022/23 \$	Budget 2023/24 \$	Change \$	Change %
(b) Capital grants				
Recurrent - Commonwealth Government				
Roads to Recovery	2,192,864	2,387,726	194,862	8.9%
Recurrent - State Government				
Caravan parks	543,255	-	(543,255)	0.0%
Total - recurrent capital grants	2,736,119	2,387,726	(348,393)	-12.7%
Non-recurrent - Commonwealth Government				
Nil	-	-	-	0.0%
Non-recurrent - State Government				
Grants and community planning	4,989,670	-	(4,989,670)	-100.0%
Local roads community infrastructure funding	5,355,914	2,387,726	(2,968,188)	-55.4%
Projects and contract management	1,659,227	-	(1,659,227)	-100.0%
Waste management	23,131	-	(23,131)	-100.0%
Total - non-recurrent capital grants	12,027,942	2,387,726	(9,640,216)	-80.1%
Total - capital grants	14,764,061	4,775,452	(9,988,609)	-67.7%

Capital grants include all monies received from State and Federal sources for the purposes of funding the capital works program.

4.1.5 Contributions

	Forecast Actual 2022/23 \$	Budget 2023/24 \$	Change \$	Change %
Monetary	192,500	-	(192,500)	100.0%
Non-monetary	-	-	-	0.0%
Total contributions	192,500	-	192,500	100.0%

Contributions relate to monies paid by community groups and external parties towards capital and recurrent related projects.

4.1.6 Reimbursements

	Forecast Actual 2022/23 \$	Budget 2023/24 \$	Change \$	Change %
Council administration	103,812	107,374	3,562	3.4%
Human resources and development	-	55,000	55,000	#DIV/0!
Risk management	62,156	7,435	(54,721)	-88.0%
Plant and fleet	142,100	147,642	5,542	3.9%
Total reimbursements	308,068	317,451	9,383	3.0%

Reimbursements include diesel fuel rebates from the Taxation Office, insurance rebates, Workcover reimbursements, and training reimbursements.



LODDON SHIRE COUNCIL BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.1 Comprehensive income statement (continued)

4.1.7 Regional Roads Victoria

	Forecast Actual 2022/23 \$	Budget 2023/24 \$	Change \$	Change %
Approved maintenance	20,831	10,519	(10,312)	-49.5%
Provisional sum items	12,930	6,529	(6,401)	-49.5%
Routine maintenance	484,606	244,726	(239,880)	-49.5%
Total Regional Roads Victoria	518,367	261,774	(256,593)	-49.5%

Council's contract with Regional Roads Victoria includes an "as of right" amount for routine maintenance works. The current contract is due to expire at 31 December 2023.

4.1.8 Other income

	Forecast Actual 2022/23 \$	Budget 2023/24 \$	Change \$	Change %
Interest	1,100,000	400,000	(700,000)	-63.6%
Reversal of impairment losses	-	-	-	0.0%
Total other income	1,100,000	400,000	(700,000)	-63.6%

Other income relates to a range of items such as interest revenue on investments and rate arrears.

4.1.9 Employee costs

	Forecast Actual 2022/23 \$	Budget 2023/24 \$	Change \$	Change %
Wages and salaries	12,941,914	12,987,137	45,223	0.3%
Workcover	210,718	249,162	38,444	18.2%
Superannuation	1,334,388	1,414,059	79,671	6.0%
Fringe benefits tax	115,710	108,516	(7,194)	-6.2%
Total employee costs	14,602,730	14,758,874	156,144	1.1%

Employee costs include all labour related expenditure such as wages and salaries and on-costs such as allowances, leave entitlements, employee superannuation, rostered days off, Workcover premium and Fringe Benefits Tax for all salaries and wages. Salaries and wages that relate to capital works are not included in operating expenditure but is included in the tables below for full transparency.



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.1 Comprehensive income statement (continued)

4.1.10 Materials, services and contracts

	Forecast Actual 2022/23 \$	Budget 2023/24 \$	Change \$	Change %
Administration and management	481,725	246,848	(234,877)	-48.8%
Flood management	302,200	20,000,000	19,697,800	6518.1%
Economic development	333,008	149,977	(183,031)	-55.0%
Council administration	285,433	239,414	(46,019)	-16.1%
Library services	221,288	229,918	8,630	3.9%
Media	74,000	76,730	2,730	3.7%
Caravan parks	332,678	334,179	1,501	0.5%
Loddon Discovery Tours	20,702	21,622	920	4.4%
Tourism	183,595	181,134	(2,461)	-1.3%
Aged care services	308,345	18,000	(290,345)	-94.2%
Elderly persons units	75,801	73,381	(2,420)	-3.2%
Rural access	45,031	40,000	(5,031)	-11.2%
Seniors	65,475	44,018	(21,457)	-32.8%
Community wellbeing projects	122,656	0	(122,656)	-100.0%
Community support	505,627	258,015	(247,612)	-49.0%
Emergency management	60,633	14,031	(46,602)	-76.9%
Grants and community planning	1,744,761	510,000	(1,234,761)	-70.8%
Municipal health and wellbeing	65,201	10,200	(55,001)	-84.4%
Swimming pools	718,610	640,538	(78,072)	-10.9%
Maternal and child health	381,985	119,583	(262,402)	-68.7%
Early years	557,673	34,924	(522,749)	-93.7%
Pre-schools	95,154	79,800	(15,354)	-16.1%
Immunisation	4,359	8,659	4,300	100.0%
Youth	46,091	6,000	(40,091)	-87.0%
Corporate Governance	44,716	90,178	45,462	101.7%
Financial services	242,870	172,845	(70,025)	-28.8%
Rates and property	88,865	41,053	(47,812)	-53.8%
Customer service	94,728	60,893	(33,835)	-35.7%
Information management	116,239	10,090	(106,149)	-91.3%
Information technology	602,711	1,334,868	732,157	121.5%
Human resources and development	460,645	501,552	40,907	8.9%
Risk management	418,816	748,545	329,729	78.7%
Local roads and community infrastructure projects	575,768	-	(575,768)	-100.0%
Council engineering and technical services	299,884	202,689	(97,195)	-32.4%
Project and contract management	126,352	130,000	3,648	2.9%
Building regulation	42,534	18,333	(24,201)	-56.9%
Local laws and animal management	91,597	92,684	1,087	1.2%
Public health	86,413	35,854	(50,559)	-58.5%
Strategic and statutory planning	90,737	20,186	(70,551)	-77.8%
Air strips	8,555	7,528	(1,027)	-12.0%
Building and property maintenance	834,989	718,412	(116,577)	-14.0%
Plant and fleet	(2,159,414)	(2,267,333)	(107,919)	5.0%
Gravel pits	504,052	40,575	(463,477)	-92.0%
Management and administration	72,000	72,000	-	0.0%
Parks and townships	456,093	412,580	(43,513)	-9.5%



LODDON SHIRE COUNCIL BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.1 Comprehensive income statement (continued)

4.1.10 Materials, services and contracts

	Forecast Actual 2022/23 \$	Budget 2023/24 \$	Change \$	Change %
Roads	4,214,239	4,234,447	20,208	0.5%
DOT routine maintenance contract	188,751	83,840	(104,911)	-55.6%
Waste management	1,830,301	1,826,723	(3,578)	-0.2%
Waterways management	49,280	50,929	1,649	3.3%
Total materials, services and contracts	16,413,752	31,976,442	15,562,690	94.8%

Materials, services and contracts include the purchase of consumables, payments to contractors for the provision of services and utility costs.

4.1.11 Depreciation

	Forecast Actual 2022/23 \$	Budget 2023/24 \$	Change \$	Change %
Roads	5,520,103	5,630,505	110,402	2.0%
Buildings	1,955,350	1,994,457	39,107	2.0%
Plant and equipment	1,355,801	1,382,917	27,116	2.0%
Bridges	366,380	373,708	7,328	2.0%
Urban drains	251,847	256,884	5,037	2.0%
Furniture and equipment	117,442	119,791	2,349	2.0%
Footpaths	198,849	202,826	3,977	2.0%
Kerb and channel	129,396	131,984	2,588	2.0%
Landfills	176,162	179,685	3,523	2.0%
Street furniture	32,687	33,341	654	2.0%
Quarries	2,610	2,661	51	2.0%
Total depreciation	10,106,628	10,308,760	202,132	2.0%

Depreciation is an accounting measure which attempts to allocate the value of an asset over its useful life for Council's property, plant and equipment including infrastructure assets such as roads and drains.

4.1.12 Other expenses

	Forecast Actual 2022/23 \$	Budget 2023/24 \$	Change \$	Change %
Councillors' emoluments	263,000	272,555	9,555	3.6%
Internal audit remuneration	42,182	43,827	1,645	3.9%
External audit remuneration	46,000	47,794	1,794	3.9%
Impairment of interest free loans	-	-	-	0.0%
Total other expenses	351,182	364,176	12,994	3.7%

Other expenses include councillors' costs, auditors' remuneration and other minor expenses.



LODDON SHIRE COUNCIL BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.2 Balance sheet

4.2.1 Assets

Cash and cash equivalents include cash and investments such as cash held in the bank and in petty cash and the value of investments in deposits or other highly liquid investments with short term maturities of three months or less. These balances are projected to decrease by \$5.7 million during the year mainly due to the expectation to have most capital projects complete by 30 June and the upfront funding received by 30 June 2023.

Trade and other receivables are monies owed to Council by ratepayers and others. Short term debtors are not expected to change significantly in the budget. Long term debtors (non-current) relating to loans to community organisations will decrease slightly in accordance with agreed repayment terms.

Other assets includes items such as prepayments for expenses that Council has paid in advance of service delivery, inventories or stocks held for sale or consumption in Council's services and other revenues due to be received in the next 12 months.

Property, infrastructure, plant and equipment is the largest component of Council's worth and represents the value of all land, buildings, roads, vehicles, equipment, etc. which has been built up by Council over many years. The \$11.0 million increase in this balance is attributable to the net result of the capital works program (\$24.3 million in 2022/23 and \$10.73 million in 2023/24), depreciation of assets (\$10.11 million in 2022/23 and \$10.31 million in 2023/24) and the income through sale of property, plant and equipment.

Investments in associates and joint ventures represents Council's equity in the North Central Regional Goldfields Library. The change in equity has been inconsistent in the past with some years increasing and other years decreasing, so for budgeting purposes, the equity has not been changed. Non-current assets held for resale is land and/or buildings that Council can confidently state will be sold within a short period of time.

4.2.2 Liabilities

Trade and other payables are those to whom Council owes money as at 30 June. These liabilities are budgeted to increase by \$0.47 million in 2023/24 levels due to an increase in material and services costs incurred during the financial year as a result of flood restoration works.

Employee benefits include accrued long service leave, annual leave and rostered days off owing to employees. These employee entitlements are expected to decrease by \$0.08 million (current liability) and increase by \$0.30 million (non current liability) due to increases in employee service years.



**LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024**

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.2 Balance sheet (continued)

4.2.4 Borrowings

The table below shows information on borrowings specifically required by the Regulations.

	Forecast Actual 2022/23 \$	Budget 2023/24 \$
Total amount borrowed as at 30 June of the prior year	-	-
Total amount to be borrowed	-	-
Total amount projected to be redeemed	-	-
Total amount proposed to be borrowed as at 30 June	-	-

Amount (of opening balance) to be refinanced -

In developing the Financial Plan, borrowings may be identified as an important funding source for capital works programs. In the past Council has borrowed to finance large projects and since then has been in a phase of debt reduction. This has resulted in a reduction in debt servicing costs, but has meant that cash and investment reserves have been used as an alternate funding source to maintain robust capital works programs.

In general, Council has adopted a policy to remain debt free except for situations where funding was required to deliver significant capital projects. The Council has elected to not borrow any further funds at this time.

In 2015/16 final loan payments were made which finalises all of Council's borrowings.

For the 2023/24 year, Council has decided not to take out any new borrowings.

4.2.5 Leases by category

As a result of the introduction of AASB16 Leases, right-of-use assets and lease liabilities have been recognised as outlined in the table below.

	Forecast Actual 2022/23 \$	Budget 2023/24 \$
Right-of-use assets		
Property	-	-
Total right-of-use assets	-	-
Lease liabilities		
Current lease liabilities		
Land and buildings	-	-
Total current lease liabilities	-	-
Non-current lease liabilities		
Land and buildings	-	-
Total non-current lease liabilities	-	-
Total lease liabilities	-	-

Where the interest rate applicable to a lease is not expressed in the lease agreements, Council applied the average incremental borrowing rate in the calculation of lease liabilities. The current incremental borrowing rate on short term leases is 3.78%.



LODDON SHIRE COUNCIL BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.3 Statement of changes in equity

4.3.1 Reserves

Council undertakes reserves budgeting in order to provide for future expenditure while reducing the impact of purchases on the current year budget.

The following reserves are currently in use by Council:

Capital expenditure reserve

The Capital Expenditure Reserve is used to set aside funds that have been budgeted for capital works projects in one financial year but will not be fully expended by the end of that year. The funds will be transferred to the reserve in the budget year, and transferred from the reserve in the following financial year, or in the year that the funds are expended for the specific project.

Caravan park development reserve

The Caravan Park Development Reserve has been established to assist with funding major projects at Council's caravan parks. Council transfers to the reserve annually the surplus on operations of its caravan parks, and transfers from the reserve the cost of major projects undertaken at Council's caravan parks during the year.

Community planning reserve

The Community Planning Reserve has been established for situations where projects are budgeted in one year but for various reasons are unable to be delivered and are therefore deferred until the following year.

GSP reserve

The Gravel and Sand Pit (GSP) Reserve is used to fund land purchase, development and restoration of gravel and sand pits used by Council for the extraction of gravel. The budgeted surplus on operations of the pits is transferred to the reserve annually, to a maximum reserve level of \$400K and the cost of purchasing new sites, development and restoration of the pits is transferred from the reserve.

Heritage loan scheme reserve

The Heritage Loan Scheme Reserve is used to provide land owners of properties located in significant heritage precincts, heritage registered buildings or structures of local heritage significance, with loans to enable repair and maintenance of those buildings with the aims of quality appearance and public safety.

Land and buildings reserve

The Land and Buildings Reserve is used to fund the acquisition and development of land and buildings. Funds received from the sale of Council owned land and buildings are transferred to the reserve.

Little Lake Boort water reserve

The Little Lake Boort Water Reserve was established with funds generated from sale of water allocations not required for immediate use in Little Lake Boort. The reserve is used to purchase replacement water at an appropriate time, or may be used for other purposes specific to Little Lake Boort.

Major projects reserve

The Major Projects Reserve is used to assist with the funding of major projects identified by Council. Council transfers funds to the reserve annually an amount determined during the budget process as sufficient to fund the major projects program and transfers the funds required to finance major works undertaken at Council's discretion.



LODDON SHIRE COUNCIL BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.3 Statement of changes in equity (continued)

4.3.1 Reserves (continued)

Community loans scheme reserve

The Community Loans Scheme Reserve is an allocation of funds used to provide interest free loans to community groups. Usually there are no transfers to or from this reserve.

Unfunded superannuation liability reserve

The Unfunded Superannuation Liability Reserve is used to repay any potential unfunded superannuation liability arising from the LAS Defined Benefits Plan Scheme. Council transfers to the reserve amounts allocated in the budget, and transfers from the reserve payments made to Vision Super Pty. Ltd. for the unfunded superannuation liability.

Unightly premises enforcement provision reserve

The Unightly Premises Enforcement Provision Reserve is used to provide funds to assist with the enforcement and rectification works on determined unightly premises with costs recouped via legal or other action.

Unspent contributions reserve

The Unspent Contributions Reserve is used to set aside contributions received for a specific purpose in one financial year that will not be expended until a later financial year. The funds will be transferred to the reserve in the year the funds are received, and transferred from the reserve in the year that the funds are expended for that purpose. THIS RESERVE IS NOW CLOSED.

Unspent grants reserve

The Unspent Grants Reserve has been established for situations where Council has received funding via an external party and those funds remain unspent at the end of the financial year.

Waste management reserve

The Waste Management Reserve has been established to assist with the cost of strategic projects, compliance and long term planning for Council's landfills and transfer stations. Council transfers to the reserve annually \$10 per kerbside collection levy (or a pro-rata amount for a pro-rata collection), Council transfers from the reserve the cost of strategic projects, compliance and long term planning within Council landfills and transfer stations.

Boundary and township signage reserve

The Boundary and Township Signage Reserve is used to fund replacement of Council's boundary and township signage. annually an amount determined during the budget process as sufficient to fund the boundary and township signage replacement program, to a maximum reserve level of \$100K. Council transfers from the reserve the net cost of boundary and township signage purchases and installation for the year. THIS RESERVE IS NOW CLOSED.

Economic development reserve

The Economic Development Reserve is used to set aside funds to assist with economic development initiatives that Council wishes to financially support. Council transfers to the reserve a set amount determined during the budget process and transfers from the reserve the cost of economic development initiatives within the year. THIS RESERVE IS NOW CLOSED.

Fleet replacement reserve

The Fleet Replacement Reserve is used to fund the replacement of office vehicles. Council transfers to the reserve a fixed amount annually and transfers from the reserve the net cost of fleet purchases for the year.



LODDON SHIRE COUNCIL BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.3 Statement of changes in equity (continued)

4.3.1 Reserves (continued)

Information technology reserve

The Information Technology Reserve is used to set aside monies for the purchase of information technology assets. The reserve outlines the annual cost of information technology for Council and the fixed amount required to be set aside in reserve for future asset purchases. It is capped to a maximum reserve level of \$800K.

Plant replacement reserve

The Plant Replacement Reserve is used to fund plant purchases. Council transfers to the reserve a fixed amount annually and transfers from the reserve the net cost of plant purchases for the year.

Professional development reserve

The Professional Development Reserve is used to fund professional development undertaken by executive officers of Council. An annual allocation is provided to each officer and that amount is transferred to the reserve annually, while the cost of professional development undertaken during the year is transferred from the reserve.

Swimming pool major projects reserve

The Swimming Pool Major Projects Reserve is used to fund unplanned major repairs and capital works at the various swimming pool sites across the Shire. Council transfers to the reserve annually an amount determined during the budget process, to a maximum reserve level of \$200K. Council transfers from the reserve the net cost of unplanned major repairs and capital works.

Units reserve

The Units Reserve is used to fund the purchase or improvement of Council owned elderly persons' units. The surplus generated from rental income is transferred to the reserve annually. The cost of major improvements is transferred from the reserve annually. THIS RESERVE IS NOW CLOSED.

Urban drainage reserve

The Urban Drainage Reserve is used to fund urban drainage works in the towns within the Shire. Council transfers to the reserve annually a budgeted amount, and transfers from the reserve the cost of urban drainage works for the year.



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.3 Statement of changes in equity (continued)

4.3.2 Transfers to and from reserves

The following is a summary of the projected reserves position for the year ended 30 June 2023:

2022/23 reserves - as per projected forecast				
Name of reserve	Balance at 1 July 2022 \$	Transfers to reserves \$	Transfers from reserves \$	Balance at 30 June 2023 \$
Capital expenditure reserve	3,746,399	8,784	3,746,399	8,784
Caravan park development reserve	330,220	71,404	7,500	394,124
Community planning reserve	3,031,608	-	1,260,608	1,771,000
Gravel and sand pit reserve	400,000	79,388	465,000	14,388
Heritage loan scheme reserve	100,000	-	-	100,000
Land and buildings reserve	734,010	513,582	-	1,247,592
Little Lake Boort water reserve	17,604	-	-	17,604
Major projects reserve	318,485	-	-	318,485
Reserves improvement reserve	100,000	-	-	100,000
Superannuation liability reserve	1,000,000	-	-	1,000,000
Unightly premises enforcement	100,000	-	-	100,000
Unspent contributions reserve	-	-	-	-
Unspent grants reserve	11,336,434	885,116	11,336,435	885,115
Waste management reserve	300,000	40,000	-	340,000
Boundary and township signage	100,000	-	100,000	-
Economic development reserve	513,582	-	513,582	-
Fleet replacement reserve	810,006	150,000	194,820	765,186
Information technology reserve	688,838	150,000	180,000	658,838
Plant replacement reserve	1,979,398	950,000	2,064,862	864,536
Professional development reserve	16,256	6,000	-	22,256
Swimming pool major projects reserve	200,000	-	-	200,000
Units reserve	30,750	-	30,750	-
Urban drainage reserve	960,666	350,000	476,500	834,166
TOTAL	26,814,256	3,204,274	20,376,456	9,642,074



**LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024**

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.3 Statement of changes in equity (continued)

4.3.2 Transfers to and from reserves (continued)

The following is a summary of the budgeted reserves position for the year ended 30 June 2024:

2023/24 reserves - as per budget				
Name of reserve	Balance at 1 July 2023 \$	Transfers to reserves \$	Transfers from reserves \$	Balance at 30 June 2024 \$
Capital expenditure reserve	8,784	-	-	8,784
Caravan park development reserve	394,124	83,810	7,500	470,434
Community planning reserve	1,771,000	-	-	1,771,000
Gravel and sand pit reserve	14,388	170,009	-	184,397
Heritage loan scheme reserve	100,000	-	-	100,000
Land and buildings reserve	1,247,592	-	-	1,247,592
Little Lake Boort water reserve	17,604	-	-	17,604
Major projects reserve	318,485	-	-	318,485
Reserves improvement reserve	100,000	-	-	100,000
Superannuation liability reserve	1,000,000	-	-	1,000,000
Unightly premises enforcement	100,000	-	-	100,000
Unspent contributions reserve	-	-	-	-
Unspent grants reserve	885,115	-	-	885,115
Waste management reserve	340,000	34,190	-	374,190
Boundary and township signage	-	-	-	-
Economic development reserve	-	-	-	-
Fleet replacement reserve	765,186	150,000	343,183	572,003
Information technology reserve	658,838	150,000	270,700	538,138
Plant replacement reserve	864,536	950,000	1,655,924	158,612
Professional development reserve	22,256	6,000	-	28,256
Swimming pool major projects reserve	200,000	50,000	250,000	-
Units reserve	-	-	-	-
Urban drainage reserve	834,166	699,622	-	1,533,788
TOTAL	9,642,074	2,293,631	2,527,307	9,408,398

By including the above transfers from reserves it is expected that reserve levels decrease by approximately \$0.2M million, leaving a balance of \$9.41 million in the reserves account.

4.3.3 Details of reserves

The following schedule provides details of each of the reserve transfers for 2023/24:

Capital expenditure reserve			
Opening balance			8,784
ADD transfer to reserve			
Nil	N/A	-	-
LESS transfer from reserve			
Nil	N/A	-	-
Closing balance			8,784



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.3 Statement of changes in equity (continued)

4.3.3 Details of reserves (continued)

Caravan park development reserve			
Opening balance			394,124
ADD transfer to reserve			
Surplus of caravan park operations		83,810	83,810
LESS transfer from reserve			
Tree works		(7,500)	(7,500)
Closing balance			470,434

Community planning reserve			
Opening balance			1,771,000
ADD transfer to reserve			
Nil		-	-
LESS transfer from reserve			
Nil		-	-
Closing balance			1,771,000

GSP restoration reserve			
Opening balance			14,388
ADD transfer to reserve			
Surplus of GSP operations		170,009	170,009
LESS transfer from reserve			
Nil		-	-
Closing balance			184,397

Heritage loan scheme reserve			
Opening balance			100,000
ADD transfer to reserve			
Nil		-	-
LESS transfer from reserve			
Nil		-	-
Closing balance			100,000

Land and buildings reserve			
Opening balance			1,247,592
ADD transfer to reserve			
Nil		-	-
LESS transfer from reserve			
Nil		-	-
Closing balance			1,247,592



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.3 Statement of changes in equity (continued)

4.3.3 Details of reserves (continued)

Little Lake Boort water reserve			
Opening balance			17,604
ADD transfer to reserve			
Nil		-	-
LESS transfer from reserve			
Nil		-	-
Closing balance			17,604

Major projects reserve			
Opening balance			318,485
ADD transfer to reserve			
Nil		-	-
LESS transfer from reserve			
Nil		-	-
Closing balance			318,485

Community loans scheme reserve			
Opening balance			100,000
ADD transfer to reserve			
Nil		-	-
LESS transfer from reserve			
Nil		-	-
Closing balance			100,000

Superannuation liability reserve			
Opening balance			1,000,000
ADD transfer to reserve			
Nil		-	-
LESS transfer from reserve			
Not required - COVID-19 response		-	-
Closing balance			1,000,000

Unightly premises enforcement provision reserve			
Opening balance			100,000
ADD transfer to reserve			
Nil		-	-
LESS transfer from reserve			
Nil		-	-
Closing balance			100,000



**LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024**

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.3 Statement of changes in equity (continued)

4.3.3 Details of reserves (continued)

Unspent contributions reserve			
Opening balance			-
ADD transfer to reserve			
Nil		-	-
LESS transfer from reserve			
Nil		-	-
Closing balance			-

Unspent grants reserve			
Opening balance			885,115
ADD transfer to reserve			
Nil		-	-
LESS transfer from reserve			
Nil		-	-
Closing balance			885,115

Waste management reserve			
Opening balance			340,000
ADD transfer to reserve			
Allocation to reserve		34,190	34,190
LESS transfer from reserve			
Nil		-	-
Closing balance			374,190

Boundary and township entrance signage reserve			
Opening balance			-
ADD transfer to reserve			
Nil		-	-
LESS transfer from reserve			
Nil		-	-
Closing balance			-

Economic development reserve			
Opening balance			-
ADD transfer to reserve			
Nil		-	-
LESS transfer from reserve			
Nil		-	-
Closing balance			-



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.3 Statement of changes in equity (continued)

4.3.3 Details of reserves (continued)

Fleet replacement reserve			
Opening balance			765,186
ADD transfer to reserve			
Annual allocation to reserve		150,000	150,000
LESS transfer from reserve			
Net cost of fleet replacement		(343,183)	(343,183)
Closing balance			572,003

Information technology reserve			
Opening balance			658,838
ADD transfer to reserve			
Annual allocations for major purchases		150,000	150,000
LESS transfer from reserve			
IT equipment purchases		(270,700)	(270,700)
Closing balance			538,138

Plant replacement reserve			
Opening balance			864,536
ADD transfer to reserve			
Annual allocation to reserve		950,000	950,000
LESS transfer from reserve			
Net cost of plant replacement		(1,655,924)	(1,655,924)
Closing balance			158,612

Professional development reserve			
Opening balance			22,256
ADD transfer to reserve			
Annual allocation		6,000	6,000
LESS transfer from reserve			
Nil		-	-
Closing balance			28,256

Swimming pool major projects reserve			
Opening balance			200,000
ADD transfer to reserve			
Annual allocation to reserve		50,000	50,000
LESS transfer from reserve			
Capital works program		(250,000)	(250,000)
Closing balance			-



LODDON SHIRE COUNCIL BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.3 Statement of changes in equity (continued)

4.3.3 Details of reserves (continued)

Units reserve			
Opening balance			-
ADD transfer to reserve			
Nil		-	-
LESS transfer from reserve			
Nil		-	-
Closing balance			-
Urban drainage reserve			
Opening balance			834,166
ADD transfer to reserve			
2023/24 program works		349,622	349,622
Annual allocation		350,000	350,000
LESS transfer from reserve			
Drainage program		-	-
Closing balance			1,533,788

4.3.4 Equity

Total equity always equals net assets and is made up of the asset revaluation reserve, other reserves and the accumulated surplus.

4.3.5 Working capital

Working capital is the excess of current assets above current liabilities. The calculation recognises that although Council has current assets, some of those assets are committed to the future settlement of liabilities and therefore are not available for discretionary spending.

Some of Council's cash assets are restricted in that they are required by legislation to be held in reserve for specific purposes or are held to fund carry forward capital works from the previous financial year.

	Forecast Actual 2022/23 \$	Budget 2023/24 \$	Variance \$
Current assets	23,237,733	17,858,535	5,379,198
Current liabilities	3,617,170	3,987,245	(370,075)
Working capital	19,620,563	13,871,290	5,749,273
Intended allocation assets			
- Discretionary reserves	(9,642,074)	(9,408,398)	(233,676)
- Leave allocations	(3,159,704)	(3,222,898)	63,194
Restricted allocation assets			
- Trust funds and deposits	(349,393)	(331,923)	(17,470)
Unrestricted working capital	6,469,392	908,071	5,561,321

In addition to the restricted assets above, Council is also projected to hold \$9.41 million in discretionary reserves at 30 June 2024. Although not restricted by a statutory purpose, Council has made decisions regarding the future use of these funds and unless there is a Council resolution, these funds are to be used for those earmarked purposes.



LODDON SHIRE COUNCIL BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.4 Statement of cash flows

This section of the report analyses the expected cash flows from the operating, investing and financing activities of Council for the 2023/24 year. Budgeting cash flows for Council is a key factor in setting the level of rates and providing a guide to the level of capital expenditure that can be sustained with or without using existing cash reserves.

4.4.1 Net cash flows provided by / (used in) operating activities

Operating activities - Refers to the cash generated or used in the normal service delivery functions of Council. Cash remaining after paying for the provision of services to the community may be available for investment in capital works, or repayment of debt.

The decrease in cash flows from operating activities is due mainly to an increase in operating costs offset by a decrease in grants. This is partially offset by a slight increase in rates and charges, which includes an increase in rates of 3.5% and garbage related charges of 3.0%.

4.4.2 Net cash flows provided by / (used in) investing activities

Investing activities - Refers to cash generated or used in the enhancement or creation of infrastructure and other assets. These activities also include the acquisition and sale of other assets such as vehicles, property and equipment.

The decrease in payments for investing activities represents a decrease in capital works expenditure. Term deposits are also expected to decrease.

4.4.3 Net cash flows provided by / (used in) financing activities

Financing activities - Refers to cash generated or used in the financing of Council functions and include borrowings from financial institutions and advancing of repayable loans to other organisations. These activities include repayment of the principle component of loan repayments for the year.

Council's borrowings were fully extinguished in the 2015/16 financial year. No new are borrowings are budgeted in 2023/24.

4.4.4 Cash and cash equivalents at the end of the year

Overall, total cash and investments is forecast to decrease by \$5.69 million to \$13.83 million as at 30 June 2024, although the cash position will be determined by a number of factors including collection of outstanding amounts during the year, payment cycle for Council's creditors and movement in trust funds.

Cash and cash equivalents held by Council are restricted in part, and not fully available for Council's operations. The budgeted cash flow statement above indicates that Council is estimating at 30 June 2024 it will have unrestricted cash and investments of \$0.86 million, which has been restricted as shown in the following table.



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.4 Statement of cash flows (continued)

4.4.4 Cash and cash equivalents at the end of the year (continued)

	Ref	Forecast Actual 2022/23 \$	Budget 2023/24 \$	Variance \$
Total cash and investments		19,518,182	13,827,629	(5,690,553)
Intended allocation assets				
Leave allocations	4.4.5	(3,159,704)	(3,222,898)	(63,194)
Discretionary reserves	4.4.6	(9,642,074)	(9,408,398)	233,676
Restricted allocation assets				
Trust funds and deposits		(349,393)	(331,923)	17,470
Unrestricted cash adjusted for discretionary reserves	4.4.7	6,367,011	864,410	(5,502,601)

4.4.5 Leave allocations

Council has continued to treat funds set aside for employees long service leave, annual leave and RDO's as restricted cash. The increase in the variance is due to increased years of service by employees and increases in wage rates through the enterprise bargaining agreement.

4.4.6 Discretionary reserves

These funds are shown as a discretionary reserve as, although not restricted by a statutory purpose, Council has made decision regarding the future use of these funds and unless there is a Council resolution these funds should be used for those earmarked purposes. The decisions about future use of these funds has been reflected in Council Plan and any changes in future use of the funds will be made in the context of the future funding requirements set out in the plan.

4.4.7 Unrestricted cash and investments

These funds are free of all specific Council commitments and represent funds available to meet daily cash flow requirements, unexpected short term needs and any budget commitments which will be expended in the following year such as grants and contributions. Council regards these funds as the minimum necessary to ensure that it can meet its commitments as and when they fall due without borrowing further funds.



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.5 Capital works program

This section presents a listing of the capital works projects that will be undertaken for the 2023/24 year.

The capital works projects are grouped by class and include the following:

- new works for 2023/24
- works carried forward from the 2022/23 year.

4.5.1 New works by asset expenditure type

Capital works area	Project cost	Asset expenditure types			
		New \$	Renewal \$	Upgrade \$	Expansion \$
Property					
Land	-	-	-	-	-
Land improvements	5,000	-	5,000	-	-
Total land	5,000	-	5,000	-	-
Buildings					
Building improvements	200,000	-	200,000	-	-
Total buildings	200,000	-	200,000	-	-
Total property	205,000	-	205,000	-	-
Plant and equipment					
Plant, machinery and equipment	2,490,440	2,490,440	-	-	-
Computers and telecommunications	190,700	190,700	-	-	-
Fixtures fittings and furniture	-	-	-	-	-
Total plant and equipment	2,681,140	2,681,140	-	-	-
Infrastructure					
Roads	5,379,445	-	5,379,445	-	-
Bridges	152,328	-	152,328	-	-
Footpaths	232,061	-	232,061	-	-
Drainage	-	-	-	-	-
Recreation, leisure and community facilities	750,000	-	-	750,000	-
Parks, open space and streetscapes	-	-	-	-	-
Other infrastructure	-	-	-	-	-
Total infrastructure	6,513,834	-	5,763,834	750,000	-
Total new works	9,399,974	2,681,140	5,968,834	750,000	-



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.5 Capital works program (continued)

4.5.2 New works by funding source

Capital works area	Project cost	Funding sources			
		Grants / contributions \$	Reserves \$	Council funded \$	Sale of assets \$
Property					
Land	-	-	-	-	-
Land improvements	5,000	-	-	5,000	-
Total land	5,000	-	-	5,000	-
Buildings	-	-	-	-	-
Building improvements	200,000	-	-	200,000	-
Total buildings	200,000	-	-	200,000	-
Total property	205,000	-	-	205,000	-
Plant and equipment					
Plant, machinery and equipment	2,490,440	-	1,999,107	20,000	471,333
Computers and telecommunications	190,700	-	190,700	-	-
Fixtures fittings and furniture	-	-	-	-	-
Total plant and equipment	2,681,140	-	2,189,807	20,000	471,333
Infrastructure					
Roads	5,379,445	4,623,124	-	756,321	-
Bridges	152,328	152,328	-	-	-
Footpaths	232,061	-	-	232,061	-
Drainage	-	-	-	-	-
Recreation, leisure and community facilities	750,000	-	250,000	500,000	-
Parks, open space and streetscapes	-	-	-	-	-
Other infrastructure	-	-	-	-	-
Total infrastructure	6,513,834	4,775,452	250,000	1,488,382	-
Total new works	9,399,974	4,775,452	2,439,807	1,713,382	471,333



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.5 Capital works program (continued)

4.5.3 Works carried forward from the 2022/23 year by asset expenditure type

Capital works area	Project cost	Asset expenditure types			
		New \$	Renewal \$	Upgrade \$	Expansion \$
Property					
Land	-	-	-	-	-
Land improvements	-	-	-	-	-
Total land	-	-	-	-	-
Buildings	-	-	-	-	-
Building improvements	-	-	-	-	-
Total buildings	-	-	-	-	-
Total property	-	-	-	-	-
Plant and equipment					
Plant, machinery and equipment	-	-	-	-	-
Computers and telecommunications	-	-	-	-	-
Fixtures fittings and furniture	-	-	-	-	-
Total plant and equipment	-	-	-	-	-
Infrastructure					
Roads	-	-	-	-	-
Bridges	-	-	-	-	-
Footpaths	-	-	-	-	-
Drainage	-	-	-	-	-
Recreation, leisure and community facilities	-	-	-	-	-
Parks, open space and streetscapes	1,327,380	-	-	-	1,327,380
Other infrastructure	-	-	-	-	-
Total infrastructure	1,327,380	-	-	-	1,327,380
Total carried forward works	1,327,380	-	-	-	1,327,380



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.5 Capital works program (continued)

4.5.4 Works carried forward from the 2022/23 year by funding source

Capital works area	Project cost	Funding sources			
		Grants / contributions \$	Reserves \$	Council funded \$	Sale of assets \$
Property					
Land	-	-	-	-	-
Land improvements	-	-	-	-	-
Total land	-	-	-	-	-
Buildings	-	-	-	-	-
Building improvements	-	-	-	-	-
Total buildings	-	-	-	-	-
Total property	-	-	-	-	-
Plant and equipment					
Plant, machinery and equipment	-	-	-	-	-
Computers and telecommunications	-	-	-	-	-
Fixtures fittings and furniture	-	-	-	-	-
Total plant and equipment	-	-	-	-	-
Infrastructure					
Roads	-	-	-	-	-
Bridges	-	-	-	-	-
Footpaths	-	-	-	-	-
Drainage	-	-	-	-	-
Recreation, leisure and community facilities	-	-	-	-	-
Parks, open space and streetscapes	1,327,380	1,327,380	-	-	-
Other infrastructure	-	-	-	-	-
Total infrastructure	1,327,380	1,327,380	-	-	-
Total carried forward works	1,327,380	1,327,380	-	-	-



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.5 Capital works program (continued)

4.5.4 Summary of planned capital works expenditure by asset type

Capital works 2024/25	Project cost	Asset expenditure types			
		New \$	Renewal \$	Upgrade \$	Expansion \$
Property					
Land	-	-	-	-	-
Land improvements	5,200	-	5,200	-	-
Total land	5,200	-	5,200	-	-
Buildings					
Building improvements	600,000	-	600,000	-	-
Total buildings	600,000	-	600,000	-	-
Total property	605,200	-	605,200	-	-
Plant and equipment					
Plant, machinery and equipment	1,003,074	1,003,074	-	-	-
Computers and telecommunications	157,200	157,200	-	-	-
Fixtures fittings and furniture	-	-	-	-	-
Total plant and equipment	1,160,274	1,160,274	-	-	-
Infrastructure					
Roads	3,404,999	-	3,404,999	-	-
Bridges	524,110	-	524,110	-	-
Footpaths	716,343	-	716,343	-	-
Drainage	350,000	-	350,000	-	-
Recreation, leisure and community facilities	500,000	-	-	500,000	-
Parks, open space and streetscapes	-	-	-	-	-
Other infrastructure	-	-	-	-	-
Total infrastructure	5,495,452	-	4,995,452	500,000	-
Total capital works 2024/25	7,260,926	1,160,274	5,600,652	500,000	-



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.5 Capital works program (continued)

4.5.4 Summary of planned capital works expenditure by asset type (continued)

Capital works 2025/26	Project cost	Asset expenditure types			
		New \$	Renewal \$	Upgrade \$	Expansion \$
Property					
Land	-	-	-	-	-
Land improvements	5,408	-	5,408	-	-
Total land	5,408	-	5,408	-	-
Buildings	-	-	-	-	-
Building improvements	400,000	-	400,000	-	-
Total buildings	400,000	-	400,000	-	-
Total property	405,408	-	405,408	-	-
Plant and equipment					
Plant, machinery and equipment	1,115,593	1,115,593	-	-	-
Computers and telecommunications	100,000	100,000	-	-	-
Fixtures fittings and furniture	-	-	-	-	-
Total plant and equipment	1,215,593	1,215,593	-	-	-
Infrastructure					
Roads	3,765,507	-	3,765,507	-	-
Bridges	158,172	-	158,172	-	-
Footpaths	532,217	-	532,217	-	-
Drainage	350,000	-	350,000	-	-
Recreation, leisure and community facilities	500,000	-	-	500,000	-
Parks, open space and streetscapes	-	-	-	-	-
Other infrastructure	-	-	-	-	-
Total infrastructure	5,305,896	-	4,805,896	500,000	-
Total capital works 2025/26	6,926,897	1,215,593	5,211,304	500,000	-



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.5 Capital works program (continued)

4.5.4 Summary of planned capital works expenditure by asset type (continued)

Capital works 2026/27	Project cost	Asset expenditure types			
		New \$	Renewal \$	Upgrade \$	Expansion \$
Property					
Land	-	-	-	-	-
Land improvements	5,624	-	5,624	-	-
Total land	5,624	-	5,624	-	-
Buildings	-	-	-	-	-
Building improvements	400,000	-	400,000	-	-
Total buildings	400,000	-	400,000	-	-
Total property	405,624	-	405,624	-	-
Plant and equipment					
Plant, machinery and equipment	2,226,209	2,226,209	-	-	-
Computers and telecommunications	100,000	100,000	-	-	-
Fixtures fittings and furniture	-	-	-	-	-
Total plant and equipment	2,326,209	2,326,209	-	-	-
Infrastructure					
Roads	4,043,297	-	4,043,297	-	-
Bridges	161,177	-	161,177	-	-
Footpaths	547,670	-	547,670	-	-
Drainage	350,000	-	350,000	-	-
Recreation, leisure and community facilities	500,000	-	-	500,000	-
Parks, open space and streetscapes	-	-	-	-	-
Other infrastructure	-	-	-	-	-
Total infrastructure	5,602,144	-	5,102,144	500,000	-
Total capital works 2026/27	8,333,977	2,326,209	5,507,768	500,000	-



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.5 Capital works program (continued)

4.5.5 Summary of planned capital works expenditure by funding source

Capital works 2024/25	Project cost	Funding sources			
		Grants / contributions \$	Reserves \$	Council funded \$	Sale of assets \$
Property					
Land	-	-	-	-	-
Land improvements	5,200	-	-	5,200	-
Total land	5,200	-	-	5,200	-
Buildings	-	-	-	-	-
Building improvements	600,000	-	-	600,000	-
Total buildings	600,000	-	-	600,000	-
Total property	605,200	-	-	605,200	-
Plant and equipment					
Plant, machinery and equipment	1,003,074	-	818,975	20,000	164,099
Computers and telecommunications	157,200	-	157,200	-	-
Fixtures fittings and furniture	-	-	-	-	-
Total plant and equipment	1,160,274	-	976,175	20,000	164,099
Infrastructure					
Roads	3,404,999	2,258,156	-	1,146,843	-
Bridges	524,110	155,223	-	368,887	-
Footpaths	716,343	93,733	-	622,610	-
Drainage	350,000	-	350,000	-	-
Recreation, leisure and community facilities	500,000	-	-	500,000	-
Parks, open space and streetscapes	-	-	-	-	-
Other infrastructure	-	-	-	-	-
Total infrastructure	5,495,452	2,507,112	350,000	2,638,340	-
Total capital works 2024/25	7,260,926	2,507,112	1,326,175	3,263,540	164,099



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.5 Capital works program (continued)

4.5.5 Summary of planned capital works expenditure by funding source (continued)

Capital works 2025/26	Project cost	Funding sources			
		Grants / contributions \$	Reserves \$	Council funded \$	Sale of assets \$
Property					
Land	-	-	-	-	-
Land improvements	5,408	-	-	5,408	-
Total land	5,408	-	-	5,408	-
Buildings	-	-	-	-	-
Building improvements	400,000	-	-	400,000	-
Total buildings	400,000	-	-	400,000	-
Total property	405,408	-	-	405,408	-
Plant and equipment					
Plant, machinery and equipment	1,115,593	-	897,919	20,000	197,674
Computers and telecommunications	100,000	-	100,000	-	-
Fixtures fittings and furniture	-	-	-	-	-
Total plant and equipment	1,215,593	-	997,919	20,000	197,674
Infrastructure					
Roads	3,765,507	2,249,747	-	1,515,760	-
Bridges	158,172	158,172	-	-	-
Footpaths	532,217	99,193	-	433,024	-
Drainage	350,000	-	350,000	-	-
Recreation, leisure and community facilities	500,000	-	-	500,000	-
Parks, open space and streetscapes	-	-	-	-	-
Other infrastructure	-	-	-	-	-
Total infrastructure	5,305,896	2,507,112	350,000	2,448,784	-
Total capital works 2025/26	6,926,897	2,507,112	1,347,919	2,874,192	197,674



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

4 NOTES TO THE FINANCIAL STATEMENTS (Continued)

4.5 Capital works program (continued)

4.5.5 Summary of planned capital works expenditure by funding source (continued)

Capital works 2026/27	Project cost	Funding sources			
		Grants / contributions \$	Reserves \$	Council funded \$	Sale of assets \$
Property					
Land	-	-	-	-	-
Land improvements	5,624	-	-	5,624	-
Total land	5,624	-	-	5,624	-
Buildings	-	-	-	-	-
Building improvements	400,000	-	-	400,000	-
Total buildings	400,000	-	-	400,000	-
Total property	405,624	-	-	405,624	-
Plant and equipment					
Plant, machinery and equipment	2,226,209	-	1,777,616	20,000	428,593
Computers and telecommunications	100,000	-	100,000	-	-
Fixtures fittings and furniture	-	-	-	-	-
Total plant and equipment	2,326,209	-	1,877,616	20,000	428,593
Infrastructure					
Roads	4,043,297	2,241,101	-	1,802,196	-
Bridges	161,177	161,177	-	-	-
Footpaths	547,670	104,834	-	442,836	-
Drainage	350,000	-	350,000	-	-
Recreation, leisure and community facilities	500,000	-	-	500,000	-
Parks, open space and streetscapes	-	-	-	-	-
Other infrastructure	-	-	-	-	-
Total infrastructure	5,602,144	2,507,112	350,000	2,745,032	-
Total capital works 2026/27	8,333,977	2,507,112	2,227,616	3,170,656	428,593



LODDON SHIRE COUNCIL

BUDGET FOR THE YEAR ENDED 30 JUNE 2024

5A TARGETED PERFORMANCE INDICATORS - SERVICE

The following table highlights Council's current and projected performance across a selection of targeted service and financial performance indicators. These indicators provide a useful analysis of Council's intentions and performance and should be interpreted in the context of the organisation's objectives.

The targeted performance indicators below are the prescribed performance indicators contained in Schedule 4 of the Local Government (Planning and Reporting) Regulations 2020. Results against these indicators and targets will be reported in Council's Performance Statement included in the Annual Report.

Indicator	Measure	Notes	Actual	Forecast	Budget	Trend
			2021/22	2022/23	2023/24	+/-
Governance						
Satisfaction with community consultation and engagement	Community satisfaction rating out of 100 with the consultation and engagement efforts of Council	1	58	56	56	O
Roads						
Sealed local roads below the intervention level	Number of kms of sealed local roads below the renewal intervention level set by Council / kms of sealed roads	1	99.99%	99.99%	99.99%	O
Statutory planning						
Planning applications decided within the relevant required time	Number of planning application decisions made within the relevant required time / Number of decisions made	1	85.04%	85.00%	85.00%	O
Waste management						
Kerbside collection waste diverted from landfill	Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins	1	27.52%	27.91%	27.91%	O

Indicator	Measure	Notes	Target Projections			Trend
			2024/25	2025/26	2026/27	+/-
Governance						
Satisfaction with community consultation and engagement	Community satisfaction rating out of 100 with the consultation and engagement efforts of Council	1	56	56	56	O
Roads						
Sealed local roads below the intervention level	Number of kms of sealed local roads below the renewal intervention level set by Council / kms of sealed roads	1	99.99%	99.99%	99.99%	O
Statutory planning						
Planning applications decided within the relevant required time	Number of planning application decisions made within the relevant required time / Number of decisions made	1	85.00%	85.00%	85.00%	O
Waste management						
Kerbside collection waste diverted from landfill	Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins	1	27.91%	27.91%	27.91%	O



LODDON SHIRE COUNCIL BUDGET FOR THE YEAR ENDED 30 JUNE 2024

5A TARGETED PERFORMANCE INDICATORS - FINANCIAL

Indicator	Measure	Notes	Actual	Forecast	Budget	Trend
			2021/22	2022/23	2023/24	+/-
Liquidity						
Working capital	Current assets / Current liabilities	2	604.47%	642.43%	447.89%	-
Obligations						
Asset renewal	Asset renewal and upgrade expenses / Asset depreciation		60.11%	114.55%	57.90%	O
Stability						
Rates concentration	Rates revenue / Adjusted underlying revenue		36.34%	56.53%	27.32%	O
Efficiency						
Expenditure level	Total expenses / No. of property assessments	3	\$3,938	\$5,179	\$7,169	O

Indicator	Measure	Notes	Target Projections			Trend
			2024/25	2025/26	2026/27	+/-
Liquidity						
Working capital	Current assets / Current liabilities	2	342.28%	277.80%	121.98%	-
Obligations						
Asset renewal	Asset renewal and upgrade expenses / Asset depreciation	3	53.26%	48.59%	50.35%	O
Stability						
Rates concentration	Rates revenue / Adjusted underlying revenue		27.95%	48.69%	48.79%	O
Efficiency						
Expenditure level	Total expenses / No. of property assessments	4	\$7,208	\$4,812	\$4,973	O

5B FINANCIAL PERFORMANCE INDICATORS

Indicator	Measure	Notes	Actual	Forecast	Budget	Trend
			2021/22	2022/23	2023/24	+/-
Operating position						
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	5	3.94%	-69.52%	-17.35%	O
Liquidity						
Unrestricted cash	Unrestricted cash / Current liabilities		53.31%	176.02%	21.68%	-
Obligations						
Loan and borrowings	Interest bearing loans and borrowings / Rate revenue	6	0.00%	0.00%	0.00%	O
Loan and borrowings	Interest and principal repayments on interest bearing loans and borrowings / Rate revenue	6	0.00%	0.00%	0.00%	O
Indebtedness	Non-current liabilities / Own source revenue		8.32%	9.87%	12.53%	+
Stability						
Rates effort	Rate revenue / CIV of rateable properties in the municipality		0.44%	0.35%	0.27%	-
Efficiency						
Revenue level	General rates and municipal charges / Number of property assessments		\$1,257	\$1,283	\$1,328	O



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

5B FINANCIAL PERFORMANCE INDICATORS (Continued)

Indicator	Measure	Notes	Strategic Resource Plan Projections			Trend
			2024/25	2025/26	2026/27	+/-
Operating position						
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	5	-16.50%	-26.43%	-26.55%	+
Liquidity						
Unrestricted cash	Unrestricted cash / Current liabilities		-109.02%	-277.54%	-423.90%	+
Obligations						
Loan and borrowings	Loans and borrowings / Rate revenue	6	0.00%	0.00%	0.00%	O
Loan and borrowings	Interest and principal repayments on interest bearing loans and borrowings / Rate revenue	6	0.00%	0.00%	0.00%	O
Indebtedness	Non-current liabilities / Own source revenue		14.46%	15.99%	17.44%	+
Stability						
Rates effort	Rate revenue / CIV of rateable properties in the municipality		0.27%	0.28%	0.28%	O
Efficiency						
Revenue level	General rates and municipal charges / Number of property assessments		\$1,355	\$1,382	\$1,410	+

Key to forecast trend:

- + Forecasts improvement in Council's financial performance / financial position indicator
- O Forecasts that Council's financial performance / financial position indicator will be steady
- Forecasts deterioration in Council's financial performance / financial position indicator

Notes to indicators

1 *Various* - These are new indicators reporting within the budget. To estimate current year indicators, an average process was used to determine an acceptable range going forward.

2 *Working capital* - The proportion of current liabilities represented by current assets. Working capital is forecast to decrease in future years as cash and cash equivalents decrease.

3 *Asset renewal* - This percentage indicates the extent of Council's renewal of assets against its depreciation charge (an indication of the decline in value of its existing capital assets). A percentage greater than 100 indicates that Council is maintaining its existing assets, while a percentage less than 100 means its assets are deteriorating faster than they are being renewed and future capital expenditure will be required to renew assets.

4 *Efficiency* - This indicator uses the total operating expenditure and for 2023/24 and 2024/25 this includes \$20 million in each year for flood restoration works.

5 *Operating position* - An indicator of the sustainable operating result required to enable Council to continue provide core services and meet its objectives. Improvement in financial performance is expected over the period, although continued losses means reliance on Council's cash reserves or increased debt to maintain services.

6 *Obligations* - Council has repaid its final loan liability in 2015/16.



**LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024**

6 FEES AND CHARGES SCHEDULE

Council's fees and charges schedule contains the fees and charges of a statutory and non-statutory nature which will be charged in respect to various goods and service provided during the 2023/24 year.

Fees and charges are based on information available at the time of publishing and may vary during the financial year subject to any changes in Council's policy or legislation.

This full document is located on Council's website.



LODDON SHIRE COUNCIL BUDGET FOR THE YEAR ENDED 30 JUNE 2024

APPENDIX A - AUDIT COMMITTEE FINANCIALS

In 2002 Council's Audit and Risk Committee created a reporting format that it considered appropriate for reporting Council's results on a monthly basis. That format has been used by Council since then.

The following reports show the 2022/23 Forecast Actuals, the 2023/24 Budgets, and the variance between the two.

The reports include:

- Comprehensive Income Statement by expense type
- Comprehensive Income Statement by key direction area
- Capital Expenditure Statement

COMPREHENSIVE INCOME STATEMENT BY EXPENSE TYPE

	Forecast actual 2022/23 \$	Budget 2023/24 \$	Variance \$
Revenues from ordinary activities			
Rates and charges	12,283,009	12,713,535	430,526
Statutory and user fees	1,812,061	1,299,759	(512,302)
Operating grants	5,673,513	31,504,153	25,830,640
Capital grants	14,764,061	4,775,452	(9,988,609)
Operating contributions	192,500	-	(192,500)
Capital contributions	-	-	-
Regional Roads Victoria	518,367	261,774	(256,593)
Reversal of impairment losses	-	-	-
Reimbursements	308,068	317,451	9,383
Interest	1,135,000	435,000	(700,000)
Total revenues	36,686,579	51,307,125	14,620,546
Expenses from ordinary activities			
Labour	12,941,914	12,987,137	45,223
Materials and services	14,461,363	10,603,681	(3,857,682)
Contracts	3,019,865	22,491,688	19,471,823
Utilities	593,342	652,810	59,468
Depreciation	10,106,628	10,308,760	202,132
Interest expense	-	-	-
Other expenses	351,182	364,176	12,994
Total expenses	41,474,294	57,408,253	15,933,959
Net (gain) / loss on sale of assets	-	-	-
Surplus / (deficit) for the year	(4,787,714)	(6,101,128)	(1,313,413)



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

APPENDIX A - AUDIT COMMITTEE FINANCIALS (Continued)

COMPREHENSIVE INCOME STATEMENT BY KEY DIRECTION AREA

	Forecast actual 2022/23 \$	Budget 2023/24 \$	Variance \$
Revenues from ordinary activities			
Rates and charges	12,283,009	12,713,535	430,526
Operating grants	5,673,513	31,504,153	25,830,640
Capital grants	14,764,061	4,775,452	(9,988,609)
Operating contributions	192,500	-	(192,500)
Capital contributions	-	-	-
User fees	1,812,061	1,299,759	(512,302)
Reimbursements	308,068	317,451	9,383
Reversal of impairment losses	-	-	-
Regional Roads Victoria	518,367	261,774	(256,593)
Interest	1,135,000	435,000	(700,000)
Total revenues	36,686,579	51,307,125	14,620,546
Expenses from ordinary activities			
Commercial services	1,344,846	1,172,421	(172,425)
Executive	1,877,691	1,910,262	32,571
Aged care	2,371,480	663,203	(1,708,277)
Community support	4,455,190	22,227,111	17,771,921
Early years	2,028,214	1,250,331	(777,883)
Corporate services	626,324	456,270	(170,054)
Financial services	11,205,232	11,336,901	131,669
Information management	1,708,394	2,157,771	449,377
Organisational development	1,428,055	2,215,495	787,440
Assets and infrastructure	2,177,249	2,689,356	512,107
Development and compliance	1,488,691	1,449,315	(39,376)
Works	10,762,928	9,879,817	(883,111)
Total expenses	41,474,294	57,408,253	15,933,959
Net (gain) / loss on sale of assets	-	-	-
Surplus / (deficit) for the year	(4,787,716)	(6,101,128)	(1,313,412)



LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2024

APPENDIX A - AUDIT COMMITTEE FINANCIALS (Continued)

CAPITAL EXPENDITURE STATEMENT

	Forecast actual 2022/23 \$	Budget 2023/24 \$	Variance \$
Surplus / (deficit) for the year-as per income statement	(4,787,716)	(6,101,128)	(1,313,412)
Less non-cash income			
Reversal of impairment losses	-	-	-
Add non-cash expenditure			
Net gain on sale of assets	-	-	-
Loan interest accrued	-	-	-
Depreciation	10,106,628	10,308,760	202,132
Total funds available for capital expenditure	5,318,912	4,207,632	- 1,111,280
Capital expenditure, transfers and loans			
Commercial services	294,844	-	(294,844)
Community support	7,298,340	750,000	(6,548,340)
Information management	100,000	190,700	90,700
Assets and infrastructure	12,553,918	7,291,214	(5,262,704)
Development and compliance	102,121	-	(102,121)
Works	3,931,130	2,495,440	(1,435,690)
Total capital works	24,280,353	10,727,354	(13,552,999)
Transfers to reserves	3,204,274	2,293,631	(910,643)
Loan repayments	-	-	-
Total capital, transfers and loans	27,484,627	13,020,985	(14,463,642)
Capital expenditure, transfers and loans will be financed by:			
Asset sales	327,989	471,333	143,344
Transfers from reserves	20,376,456	2,527,307	(17,849,149)
Accumulated cash surplus brought forward from previous year	8,993,042	7,531,771	(1,461,271)
Total financing of capital, transfers, and loans	29,697,487	10,530,411	(19,167,076)
Total accumulated cash surplus	7,531,771	1,717,060	(5,814,711)



LODDON SHIRE COUNCIL

BUDGET FOR THE YEAR ENDED 30 JUNE 2024

APPENDIX B- STRATEGIC ACTIONS

In 2021, Council adopted the first Financial Plan which outlines the 10-year financials resources necessary to implement the initiatives and priorities of the Council Plan and to achieve the aspirations of the Community Vision.

The first plan had a set of actions which will be used to further improve this financial position for future years. The Budget will report on any progress since adoption.

Action	Description	Impact on the Financial Plan	Progress
1	Review depreciation rates within each of the asset plans to ensure they are reflective of the useful lives of each asset class.	Adjustment: Depreciation expense and asset values. Impacts: Operating expenditure in the Comprehensive Income Statement. Also impacts the balance of the infrastructure assets group within the Balance Sheet. Desired outcome: Reduction in annual deficits.	Not yet commenced: To be reviewed once the asset plans have been finalised for each asset class.
2	Review Asset Management Plans to understand required maintenance and renewal levels to maintain the service levels of each asset class.	Adjustment: Maintenance costs and the required level of renewal/upgrade of the asset. Impacts: Operating expenditure in the Comprehensive Income Statement. Also impacts renewal/upgrade infrastructure costs within the Capital Expenditure Statement. Desired outcome: Reduction in the operating maintenance expenditure and renewal/upgrade expenditure.	Complete
3	Review and report to Council on the current operating environment to assess whether the current contingency amounts allocated for projects is appropriate.	Adjustment: Infrastructure capital project allocations. Impacts: Capital project expenditure with the Capital Works Statement. Desired outcome: Reduction in the capital works, higher delivery rates of capital works.	Not yet commenced
4	Review Financial Reserves Policy to ensure cash is not constrained unnecessarily.	Adjustment: Movement in reserve levels and available reserves. Impact: Balance Sheet and available operating expenditure. Desired outcome: Increase in cash and cash equivalents in Balance Sheet and offsetting a reduction in Other Reserves.	Complete: To continue to review each year to ensure further improvements.
5	Revise Project Management Framework to ensure projects are phased and costed appropriately.	Adjustment: Infrastructure capital project allocations. Impact: Capital expenditure within the Capital Works Statement. Desired outcome: Improved forward financial planning for major projects within the Capital Works Statement.	Progressing: Review underway.



LODDON SHIRE COUNCIL

BUDGET FOR THE YEAR ENDED 30 JUNE 2024

APPENDIX B- STRATEGIC ACTIONS - Continued

Action	Description	Impact on the Financial Plan	Progress
6	Revise Strategic Documents Framework to ensure strategies are appropriately costed and indexed, and costs are embedded into this Financial Plan.	<p>Adjustment: Future plans and strategies to further highlight the true cost to deliver actions outlined.</p> <p>Impact: Operating expenditure and capital expenditure where those relevant plans sit.</p> <p>Desired outcome: Improved forward financial planning for major projects within the Capital Works Statement and operating expenditure within the Comprehensive Income Statement.</p>	Not yet commenced
7	Continue development of 'pipeline of projects' to ensure 'shovel ready' projects when funding becomes available.	<p>Adjustment: Allocation of project expenditure and income to reflect more accurate timing.</p> <p>Impact: Operating expenditure, operating income and capital expenditure.</p> <p>Desired outcome: Improved forward financial planning for major projects within the Capital Works Statement and operating expenditure within the Comprehensive Income Statement.</p>	Progressing: Initial discussions have been held and resources allocated to assist with this process.
8	Investigate and report to Council on alternate purchasing options for plant (e.g. leasing of plant to spread the cost over the life of the asset).	<p>Adjustment: Offset capital cost against lease operating cost.</p> <p>Impact: Increase to operating expenditure and capital expenditure.</p> <p>Desired outcome: Reduction in capital costs and held assets within the Capital Works Statement and Balance Sheet along with reduction in some of the related reserves.</p>	Complete: Report presented to Council in February 2022. With the current capital program, purchase is still the preferred option.
9	Conduct process reviews on internal services to ensure they are efficient and cost-effective, and support external services provided to the community.	<p>Adjustment: Reflect cost-effective service delivery costs.</p> <p>Impact: Operating expenditure and operating income.</p> <p>Desired outcome: More streamlined processes which will lead to a reduction in operating expenditure with the Comprehensive Income Statement.</p>	Progressing: Preliminary list of service reviews drafted, with a program based on importance to be developed.
10	Complete the Transitioning Towns Policy to establish minimum service levels for each town.	<p>Adjustment: Reflect cost-effective service delivery costs.</p> <p>Impact: Operating expenditure and operating income.</p> <p>Desired outcome: Understanding the required service level which should lead to a reduction in operating expenditure with the Comprehensive Income Statement.</p>	Progressing: Brief under development for commencement in July 2023.



LODDON SHIRE COUNCIL

BUDGET FOR THE YEAR ENDED 30 JUNE 2024

APPENDIX B- STRATEGIC ACTIONS - Continued

Action	Description	Impact on the Financial Plan	Progress
11	Undertake service reviews in consultation with the community to determine the best mix and level of service provided by Council for services provided to the community.	<p>Adjustment: Reflect cost-effective service delivery costs.</p> <p>Impact: Operating expenditure and operating income.</p> <p>Desired outcome: Understanding the required service level which may lead to a reduction in operating expenditure with the Comprehensive Income Statement.</p>	<p>Progressing: Preliminary list of service reviews completed, with a program based on importance to be developed.</p>
12	Report to Council on the potential to borrow funds (including relevant risk assessment) for strategic and/or intergenerational projects.	<p>Adjustment: Offset the cost of delivering projects using immediate Council funds to a long term borrowing option.</p> <p>Impact: Capital expenditure and balance sheet.</p> <p>Desired outcome: Should borrowings be used as a funding mechanism, desired outcome is a positive impact on the Financial Plan and the introduction of intergenerational equity.</p>	<p>Progressing: Initial discussions held to inform Council of the options available for borrowing and a Borrowing Policy has been developed and adopted.</p>
13	Investigate and report to Council the cost vs benefits of applying for a rate cap variation to the Essential Services Commission after above initiatives have been explored.	<p>Adjustment: Increased rate revenue for Council.</p> <p>Impact: Operating income.</p> <p>Desired outcome: Increase to ongoing rate revenue within the Comprehensive Income Statement.</p>	<p>Not yet commenced</p>
14	Explore shared services options available to Council.	<p>Adjustment: Potential to decrease costs or improve services.</p> <p>Impact: Operating expenditure.</p> <p>Desired outcome: Reduction in operating expenditure within the Comprehensive Income Statement.</p>	<p>Completed: Council is a member of the Regional Procurement Network and is informed of any shared services opportunities as they arise.</p>

10.4 COMMUNITY SUPPORT POLICY FOR ADOPTION

File Number: PRO/21/4
Author: Wendy Gladman, Director Community Wellbeing
Authoriser: Lincoln Fitzgerald, Chief Executive Officer
Attachments: 1. Community Support Policy

RECOMMENDATION

That Council

1. adopt the Community Support Policy as attached to the Agenda report; and
2. rescind the Major recreation reserve oval mower replacement assistance policy.

CONFLICT OF INTEREST

There is no conflict of interest for any Council staff member involved in the preparation of this report, or involved in the subject matter of the report.

PREVIOUS COUNCIL DISCUSSION

A draft Community Support Policy was provided to the February and April Council forum.

BACKGROUND

Council's Community Support Policy has served the community well. A scheduled review of the existing Policy identified that the document did not capture all activities Council provides to support the Loddon community and provided the opportunity to include community support items that had been:

- provided to the community historically
- identified in individually developed policies
- approved through a previous council report.

ISSUES/DISCUSSION

The reviewed Community Support Policy attached to this report details the community support programs provided by Loddon Shire to its community groups for economic and tourism development, recreational and community activities, facilities and services, education and developing sustainable communities.

The principles under which Council will manage community support programs include:

- All community support programs will be outlined in this policy.
- Competitive grants will be subject to an assessment process to ensure that all grants are allocated in an open and transparent way.
- As of right allocations will be determined through the annual budget process.
- All community support programs with financial allocations will be managed through SmartyGrants portal¹ to provide a consistent approach for management of the lifecycle of the community support program.
- Conflict of interest requirements will be clearly outlined in this policy and any procedures supporting implementation of this policy.

¹ <https://loddon.smartygrants.com.au/>

The community support programs provided by Council to the Loddon community have been divided into three categories:

- Allocations, including:
 - Community planning allocation
 - Public halls and recreation reserves allocation
 - Major active recreation reserves water subsidy
 - Recreation waterway maintenance allocation
 - Major recreation reserve oval mower replacement (with existing policy to be rescinded)
 - Community newsletter allocation
 - Development, progress, tourism and community plan committee administration allocation
 - Scholarships
 - LEAD Loddon Murray Leadership program
 - Sponsorship and donations
 - Australia Day events

- Competitive grants, including:
 - Community grants
 - Interest-free loans
 - Event promotion scheme
 - Sport and recreation grants

- In kind support, including:
 - Sport and recreation grants
 - Road closures for events
 - Support for waterway events
 - Tourism and event promotions
 - Australia Day events
 - ANZAC Day commemorations
 - Waste management support
 - Reduction of food premises registration fees
 - Loddon Shire Business and Community directories
 - Support for Section 65 committees of management
 - Support for our staff who volunteer

COST/BENEFITS

The policy respects and recognises the significant volunteer contribution provided by various community groups operating throughout the shire and acknowledges that without our volunteers those activities would not happen, or would be provided directly by Council at an additional cost to ratepayers.

All but two items have existing budget allocations in place. New budgets will be required for two items:

- the inclusion of primary school awards increasing the cost to Council by \$900 per annum
- the inclusion of the new recreation waterway maintenance allowance which would result in an allocation of \$18,000 per annum, an increase of \$11,000 to the current budgeted amount of \$7,000.

RISK ANALYSIS

The development of this policy document to include the associated eligibility criteria, assessment criteria for the community support programs provides Council staff with clear guidelines to administer Council's policy direction.

The use of smarty grants provides one source of information to cover all components of the administration of community support programs from application, to assessment, allocation of funds through to acquittal.

The development of the Policy mitigates risks identified in the 2022 VAGO Fraud Control Over Local Government Grants audit, and addresses a number of actions from that audit that Council has committed to fulfil.

CONSULTATION AND ENGAGEMENT

Relevant responsible officers have provided information on each of the programs within their remit to include in the policy document.



COMMUNITY SUPPORT POLICY

DOCUMENT TYPE:	Council policy
DOCUMENT STATUS:	Draft
POLICY OWNER POSITION:	Director Community Wellbeing
INTERNAL COMMITTEE ENDORSEMENT:	Not applicable
APPROVED BY:	Council
DATE ADOPTED:	Click here to enter date of approval
VERSION NUMBER:	3
REVIEW DATE:	Click here to enter a date.
DATE RESCINDED:	
RELATED STRATEGIC DOCUMENTS, POLICIES OR PROCEDURES:	Council Plan 2021-2025 Community Vision 2031 Community Grant Guidelines Events Promotion Guidelines Community Planning Framework Kerbside Waste and Recycling Policy Fee and Charges - Waiver or Reduction Policy
RELATED LEGISLATION:	Local Government Act 2020
EVIDENCE OF APPROVAL:	

Signed by Chief Executive Officer

FILE LOCATION: Document3

Policy documents are amended from time to time, therefore you should not rely on a printed copy being the current version. Please consult the policies on the Loddon Shire website (Council Policies) or Intranet (Organisational Policies) to ensure that the version you are using is up to date.

This document is available in alternative formats (e.g. larger font) if requested.

1 PURPOSE

This policy details community support programs provided by Loddon Shire Council to its community groups for economic and tourism development, recreational and community activities, facilities and services, education and developing sustainable communities.

2 SCOPE

This policy applies to Councillors, Council staff administering the supports, and relevant community organisations applying for, or involved in, the community support programs documented in this policy.

3 POLICY

Loddon Shire Council respects the significant volunteer contribution provided by various community groups operating throughout the Shire, and acknowledges that without our volunteers those activities would not happen, or would be provided directly by Council at additional cost to our ratepayers.

To support the work of our volunteers, Council provides as of right financial allocations, competitive grants, and in-kind support, which are collectively known as community support programs. The principles under which Council will manage community support programs are:

1. All community support programs will be outlined in this policy.
2. Competitive grants will be subject to an assessment process to ensure that all grants are allocated in an open and transparent way.
3. As of right allocations will be determined through the annual budget process.
4. All community support programs with financial allocations will be managed through SmartyGrants portal¹ to provide a consistent approach for management of the lifecycle of the community support program.
5. Conflict of interest requirements will be clearly outlined in this policy and any procedures supporting implementation of this policy.

¹ <https://loddon.smartygrants.com.au/>

4 COMMUNITY SUPPORT PROGRAMS

4.1 As of right financial allocations

Appendix 1 outlines the current financial contributions and parameters for the various as of right financial community support programs.

This Appendix will be reviewed and amended as required following approval of the annual budget.

4.1.1 Community Planning allocation

Community planning is a long-term strategy for developing sustainable communities. Council introduced community planning in the 2003/2004 financial year, and provides an annual budget allocation to support projects identified through the community planning process.

The program provides communities with the opportunity to identify priority projects that are important to their particular communities through their community plans, and to advocate for delivery of those projects through their community planning committees.

4.1.2 Public halls and recreation reserves allocation

Council provides an annual funding allocation that supports public halls, indoor stadiums, and active reserves with management of the costs associated with ongoing operating and maintenance costs; for example utility costs, facility repairs, and repairs or replacement of facility equipment.

4.1.3 Major active recreation reserves water subsidy

Recreation reserves in the Shire require a significant amount of water to ensure playing surfaces meet required standards. Due to varying prices for water across the Shire, Council provides funding and support for an allocation of non-potable water for the use of each of the major recreation reserves.

4.1.4 Recreation waterway maintenance allocation

Recreation waterways that are the responsibility of Council and have a Committee of Management or Community Asset Committee arrangement in place are provided with an annual allocation to support the ongoing maintenance costs of the recreational waterway.

4.1.5 Major recreation reserve oval mower replacement

Council provides a rotating replacement scheme for the mowers for each of the nine major recreation reserves. Each recreation reserve will be eligible for this assistance once in every ten year period. Exceptions to this condition shall be at the discretion of Council and will require justification for early replacement of the nominated oval mower.

4.1.6 Community newsletter allocation

Council recognises the benefits that community newsletters provide. Council provides an annual funding allocation based on a sliding scale relevant to annual distribution numbers to support the production and distribution of community newsletters.

4.1.7 Development, progress, tourism, and community plan committee administration allocation

Council provides an annual allocation to assist local development, progress, tourism associations and community plan committees to cover administration expenses such as incorporation costs, postage and photocopying, and to support insurance costs.

4.1.8 Scholarships

Council provides secondary and primary school awards to all schools operating in the Shire. The awards are aimed at promoting the value of education within local schools and rewarding excellence.

4.1.9 LEAD Loddon Murray leadership program

Council is committed to developing future leaders within the Shire, and sponsors a candidate each year to participate in the Loddon Murray Community Leadership Program (LMCLP).

4.1.10 Sponsorship and donations

From time to time, Council receives requests from community groups for sponsorships or donations. The granting of sponsorships and donations will be based upon a written request from a community group, which must describe the community benefit that will be derived from the sponsorship or donation.

4.1.11 Australia Day events

Australia day event host organisations are reimbursed for costs associated with their event upon receipts being provided.

4.2 Competitive grants and programs

Appendix 2 outlines the current financial contributions and parameters for the various competitive community support programs. This Appendix will be reviewed and amended as required following approval of the annual budget.

4.2.1 Community grants

The Community Grants Program assists clubs and organisations to enhance provision of their activities, facilities and services. This funding is available for not-for-profit organisations based in the Loddon Shire wanting to deliver projects that directly benefit Loddon Shire residents.

Community grants are available for projects that:

- fulfil a demonstrated community need
- develop or improve upon existing facilities
- fund programs or purchase equipment that will maintain and/or increase opportunities for participation
- funding can also be used as a co-contribution as part of an organisation's financial contribution for an external funding application

4.2.2 Interest-free loans

Council provides interest free loans to community groups for capital improvements to facilities within the Shire. A pool of funds for the program is held in the Interest Free Loan Reserve.

4.2.3 Event promotion scheme

In recognition of the benefit community events provide to the community as a whole, Council provides assistance to community groups organising events held within the Shire. Assistance is provided for the purposes of advertising, promoting or conducting events.

4.2.4 Sport and recreation grants

When Council applies for state or federal government sport and recreation grants on behalf of sporting and recreation groups within the Shire, Council may provide an additional 10% of the value of the grant as the co-contribution, up to a maximum \$20,000 contribution.

4.3 **In-kind support**

4.3.1 Sport and recreation grants

In addition to the financial assistance outlined in Clause 4.2.4 of this policy, Council may apply for state or federal government sport and recreation grants on behalf of sporting and recreation groups in Loddon Shire. This support may also include management and delivery of the project.

4.3.2 Road closures for events

Community organisations holding street events can make an application to Council to have a street closed off for the hosting of an event. Council officers assessing the application will evaluate factors such as:

- does the street require closure
- where detours may need to occur
- whether the applicant meets the conditions of a permit for street closure
- whether the event creates road safety issues.

This process may involve contacting Vic Roads, other government departments and emergency services. Council officers may then provide a permit, which may include conditions.

Council will provide the street signage to be activated for the event. After the event the community organisation is responsible for disassembling the signs and returning them to an agreed drop off location to allow the signage to be collected by Council staff.

4.3.3 Support for waterway events

Community groups can make an application to Council to host an event on a waterway. Council officers will assess applications, and where necessary consult with Transport Safety Victoria and/or Marine Safety Victoria to seek approval on behalf of the community group.

If the application is successful, Council will publicly advertise the waterway closure, and install a notification sign on the waterway to inform of the waterway (river or lake) closure during the event.

4.3.4 Tourism and event promotions

Loddon Shire Council provides event promotion assistance through promotion of events in publications and channels which may include but not limited to:

- Council's website
- Loddon Tourism website
- tourism seasonal campaign materials and newsletters
- social media
- media releases
- Loddon Shire Bulletin (issued quarterly)
- Mayoral Column
- advertisements in tourism and specialist magazines

Council officers prepare written content for the items mentioned above, distribute through media channels and lodge with newspapers, magazines and community newsletters.

4.3.5 Australia Day events

In addition to the financial assistance outlined in Clause 4.1.11 of this policy, Council provides support to community groups hosting Australia Day ceremonies within the Shire. Council has a dedicated support officer to assist Council's Australia Day Committee and local Australia Day host organisations with programming the ceremony and presentation of award winners (as determined by Council's Australia Day Committee). The nine organising committees are identified at Clause 13.11.3 of this policy.

4.3.6 ANZAC Day commemorations

ANZAC Day commemorations are held throughout the Shire. Council provides a wreath for the commemorations and the local Ward Councillor (or a nominated representative) will attend on behalf of the Council. There are nine townships currently holding ANZAC Day commemorations across the Shire:

- Boort
- Bridgewater
- Calivil
- Inglewood
- Korong Vale
- Mologa
- Newbridge/Tarnagulla alternating
- Pyramid Hill
- Wedderburn.

Council officers contact each ANZAC service organising committee on an annual basis to confirm details of the upcoming service so they can be updated on Council's website and promoted through Council's media.

4.3.7 Waste management support

Provision of extra bins

Recreation reserves throughout the Shire have access to a free kerbside waste and recycling collection service. The maximum number of bins offered free of charge is dependent on the sporting season as per Council's Kerbside Waste and Recycling Policy.

Waiving waste management fees

For activities such as clean up days or community group working bees, community groups can make an application for waiver of waste and/or green waste disposal fees at Council waste sites.

For further information and application criteria please refer to the Fee Waiver or Reduction Policy and associated forms. It is preferred that applications via the guidelines in this policy be made prior to an event rather than requesting a waiver retrospectively.

Provision of the waste wise trailer

Council promotes, encourages and administers the use of the waste wise events trailer to organisers holding events in the Shire. The mobile trailer has ten 240 litre mobile garbage bins with red and yellow recycling lids. Event organisers can use the trailer free of charge by booking through Council office in Wedderburn.

All groups wanting to book the trailer will be required to:

- fill in a condition of use agreement form and lodge it with Council
- empty the bins prior to return to Council
- be able to pick up the trailer and associated equipment and return it to Wedderburn Depot during office hours.

4.3.8 Reduction of Food Premises registration fees

Many not for profit organisations sell food and drinks as part of their fundraising activities. In accordance with the Food Act 1984, Council may set discretionary registration fees and inspection fees for food premises. Council provides a reduced registration fee for community groups and organisations.

Fees are charged on a scale depending on the classification. Charities, community groups and not for profits are charged at a lower rate. Fee levels are determined annually and listed in Council's Fees and Charges schedule.

4.3.9 Loddon Shire Business and Community Directories

Business Directory

Council coordinates a free business directory on its website for local businesses within the Shire boundaries. Businesses can add, update or delete their own details, and must commit to maintaining details to ensure currency. Details published include a business description, opening times, and contact and location details.

Community Directory

Council provides a free community directory web page which provides information about local community groups including sporting clubs, welfare organisations, historical societies, cemeteries, service clubs, social groups, religious organisations, schools and community services operating within the municipality. Community groups can add, update or delete their own details, and must commit to maintaining details to ensure currency. Community groups needing support can contact Council's Governance Team for assistance.

4.3.10 Support for Section 65 committees of management

Governance support

Council is responsible for the creation, support, amalgamation, dissolution and disbandment of Section 65 committees. Section 65 committees have governance requirements established under the Local Government Act 2020.

Council officers in the Corporate Directorate assist Section 65 committees to fulfil these governance requirements and their obligations under the relevant instrument of delegation.

Auditing of financial books

Council Committees (established under Section 65 of the Local Government Act 2020 (Vic)) are required to have financial books audited each year. Council provides this service to Section 65 committees at no charge.

4.3.11 Support for our staff who volunteer

Through the Enterprise Agreement, Council supports staff who are engaged in emergency service organisations who actively respond to emergencies. Annually, staff can apply for leave of up to 10 working days (pro-rated for part-time employees). A break of 10 consecutive hours from end of active emergency response duty to resuming normal Council duties is provided for if the emergency service response is four hours or longer.

5 ASSESSMENT FRAMEWORK FOR COMPETITIVE GRANTS

Councillors approve the assessment criteria for the community support programs as detailed in this policy.

The assessment criteria is embedded in the SmartyGrants program, and assessment of all competitive grants is performed administratively by Council officers using the approved criteria.

Councillors are not involved in the assessment process for competitive grants.

6 ANNUAL BUDGET REVIEW

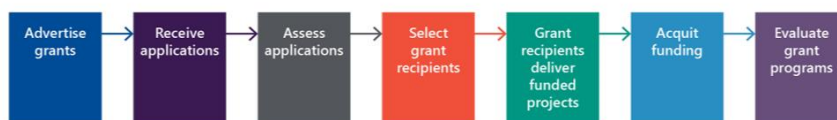
Council develops and approves an annual budget. During this process the required levels of funding for the as of right allocations and competitive grants outlined in this policy will be reviewed, and where necessary Appendix 1 and Appendix 2 of this policy will be updated.

7 FINANCIAL ALLOCATIONS MANAGED THROUGH SMARTYGRANTS

All community support programs with a financial allocation will be managed through the SmartyGrants program to provide a consistent approach through the lifecycle of the community support program. “SmartyGrants is a hosted grants management application that allows grant makers to receive and manage applications.”²

In the May 2022 Auditor-General Victoria report “Fraud Control over Local Government Grants”³ the stages that should be involved in a Council grant program were identified, as per below:

FIGURE 1A: Stages that should be involved in council grant programs



Source: VAGO.

Application of how each community support program with a financial allocation is applied under the stages are documented in Appendix 1 and Appendix 2 of this policy.

8 MANAGING CONFLICTS OF INTEREST

Using Council’s standard conflict of interest requirements for Councillors and staff, Council will ensure that conflicts of interests are managed appropriately during the assessment of community support programs through conflict of interest declarations in SmartyGrants in accordance with any related policies, the Councillor Code of Conduct and Staff Code of Conduct.

² <https://smartygrants.com.au/about/our-story>, Accessed: 27 March 2023

³ Victorian Auditor-General’s Report, “Fraud Control over Local Government Grants”, May 2022, p11

9 REPORTING

Councillors will be provided with the results of competitive funding rounds and as of right funding allocations routinely throughout the year.

A formal report will be provided to Council annually, following the end of each financial year, detailing the levels of support provided to the various community groups for the previous 12 months.

10 EVALUATION OF COMMUNITY SUPPORT PROGRAMS

It is important to understand the social value returned by the community support programs offered by Council. In order to identify this value and to understand if improvements can be made, an evaluation will be conducted as a component of reviewing this policy.

11 HUMAN RIGHTS STATEMENT

It is considered that this policy does not impact negatively on any rights identified in the Charter of Human Rights Act. Loddon Shire Council is committed to consultation and cooperation between management and employees. The Council will formally involve elected employee Health and Safety Representatives in any workplace change that may affect the health and safety of any of its employees.

12 REVIEW

The Director Community Wellbeing will review this policy for any necessary amendments no later than 4 years after adoption of this current version.

DRAFT

13 APPENDIX 1: AS OF RIGHT COMMUNITY SUPPORT PROGRAMS

13.1 Community planning ward allocations

13.1.1 Lifecycle process

Allocations available	Receive project nominations	Assess nominations	Confirm allocations	Project delivery	Acquittal required
One allocation per year	From 1 July to 30 Sept	1 Oct to 30 Nov	1 Dec to 28 Feb	Varies – depending on project type and prioritisation	Yes – if project delivered by community

13.1.2 Financial allocation

Specific details	Annual Allocation (as at 2022/23)
Boort Ward contribution	\$50,000
Inglewood Ward contribution	\$50,000
Tarnagulla Ward contribution	\$50,000
Terrick Ward contribution	\$50,000
Wedderburn Ward contribution	\$50,000

The Community Planning allocation is not indexed annually.

13.1.3 Assessment criteria

Community planning committees will be invited to submit their priority projects annually.

Specific details
<ul style="list-style-type: none"> The applicant has been formally recognised by Council as the local community planning committee, OR the applicant has been provided with endorsement from the local community planning committee. To be formally recognised, groups must: <ul style="list-style-type: none"> be incorporated have community planning detailed in their constitution’s purpose have a membership structure that allows wider community participation have a Council resolution passed recognising them as the community planning committee.
<ul style="list-style-type: none"> Nominated projects that have been identified in the current community plan will receive a higher prioritisation rating.
<ul style="list-style-type: none"> The project provides wider community benefit.

13.1.4 Assessment process

Specific details
<ul style="list-style-type: none"> Council officers will assess each project to determine Council's role which could include: not supported, advocacy, partnership, responsible for delivery (business as usual) and will determine an estimate of cost.
<ul style="list-style-type: none"> The project prioritisation matrix will be used to determine priority where the submitted project costs exceeds available funding.

13.1.5 Specific requirements

- At the end of each financial year, all unspent funds are captured in the Community Planning Reserve in accordance with the Financial Reserves Policy.

13.2 **Public Halls and recreation reserves funding**13.2.1 Lifecycle process

Allocations available	Receive applications	Assess applications	Confirm allocations	Project delivery	Acquittal required
One allocation per year	Ongoing from 1 July annually	Monthly	Monthly	N/A	Yes – prior to allocation

13.2.2 Allocation categories

The following categories exist:

1	Playgrounds	No allocation
2A	Hall – major facility in a highly populated area	Base allocation
2B	Hall - main facility in a medium populated area	Base allocation
2C	Hall - main facility in a low populated area OR secondary facility	Base allocation
2D	Indoor sports stadium	Base allocation
3	Paddock	No allocation
4	Unused recreational reserve	No allocation
5	Passive recreation/public open space	No allocation
6A	Main active reserve – major facility in a highly populated area	Base allocation, plus per activity funding
6B	Main active reserve – major facility in a medium populated area	Base allocation, plus per activity funding
7	Active reserve	Base allocation
8	Memorial area	No allocation

13.2.3 Facility classification

2A	Boort Memorial Hall
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2A	Inglewood Public Hall
2A	Pyramid Hill Memorial Hall
2A	Wedderburn Public Hall
2A	Newbridge Public Hall (by exception)

2B	Bridgewater Public Hall
2B	Calivil Hall
2B	Dingee Memorial Hall
2B	Eddington Public Hall
2B	Korong Vale Public Hall
2B	Laanecoorie Public Hall
2B	Mitiamo Public Hall (East Loddon Historical Society)
2B	Serpentine Public Hall
2B	Tarnagulla Public Hall

2C	Arnold Public Hall
2C	Boort RSL Hall
2C	Campbells Forest Public Hall
2C	Derby Public Hall
2C	Durham Ox Hall
2C	East Loddon Community Centre
2C	East Loddon Scout Hall
2C	Fenton's Creek Hall
2C	James Boyle Hall - Boort
2C	Jarklin Public Hall
2C	Kingower Development & Tourism Inc Hall (by exception)
2C	Powlett Hall
2C	Pyramid Hill C.E.R.T. Hall
2C	Rheola Hall
2C	Woodstock Public Hall
2C	Yando Public Hall
2C	Yarrowalla Community Centre

2D	Boort Community Centre
2D	East Loddon Sports Centre
2D	Pyramid Hill Indoor Sports Centre
2D	Wedderburn Indoor Stadium

6A	Boort Park
6A	Donaldson Park - Wedderburn
6A	Inglewood Sports Centre
6A	Mitchell Park – Pyramid Hill

6B	Boort Aerodrome
6B	Bridgewater Recreation Reserve
6B	Calivil Recreation Reserve
6B	Korong Vale Community Recreation Reserve
6B	Mitiamo Recreation Reserve
6B	Newbridge Recreation Reserve
6B	Serpentine Recreation Reserve

7	Arnold Recreation Reserve
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7	Bears Lagoon Tennis Club & Recreation Reserve
7	Boort Bowling Club
7	Boort Croquet Club
7	Boort Angling Club
7	Boort Ski Club
7	Boort Tennis Courts
7	Bridgewater Bowling Club
7	Bridgewater Golf Course
7	Dingee Bowling Club
7	Dingee Recreation Reserve
7	Dingee Tennis Courts
7	Eddington Golf Course
7	Inglewood Riding Club
7	Inglewood Bowling Club
7	Inglewood Golf Course
7	Kingower Recreation Reserve
7	Korong Vale Golf Course
7	Mitiamo Golf Course
7	Pyramid Hill Fire Brigade running track
7	Pyramid Hill Golf Course
7	Pyramid Hill Quarter Horse Club
7	Pyramid Hill Tennis Courts
7	Rheola Memorial Reserve
7	Serpentine Bowling Club
7	Serpentine Tennis Courts
7	Tarnagulla Golf Course
7	Tarnagulla Recreation Reserve
7	Wedderburn Gold Course
7	Wedderburn Market Square
7	Woodstock Recreation Reserve
7	Yarrowalla Recreation Reserve

13.2.4 Financial allocation

	Specific details	Annual Allocation (as at 2022/23)
1	Playgrounds	Nil
2A	Hall – major facility in a highly populated area – base allocation	\$2,606
2B	Hall - main facility in a medium populated area – base allocation	\$1,106
2C	Hall - main facility in a low populated area OR secondary facility – base allocation	\$537
2D	Indoor sports stadium	\$2,606
3	Paddock	Nil
4	Unused recreational reserve	Nil
5	Passive recreation/public open space	Nil

6A	Main active reserve – major facility in a highly populated area – base allocation	\$3,475
6A	Main active reserve – major facility in a highly populated area – per activity funding	\$1,390
6B	Main active reserve – major facility in a medium populated area – base allocation	\$1,737
6B	Main active reserve – major facility in a medium populated area – per activity funding	\$872
7	Active reserve	\$537
8	Memorial area	Nil

The halls and recreation reserves allocation is indexed annually at CPI (Melbourne CPI increase for the June Qtr of the previous year to the June Qtr of the current year.)

13.2.5 Assessment criteria

Specific details
<ul style="list-style-type: none"> The facility is operational. If the facility is in the category “Main active reserve” the number of current competition/event based activities undertaken must be detailed. The group must confirm that the funds allocated in the previous financial year were spent on the specified activity.

13.2.6 Specific requirements

- Allocations are provided after each identified recipient completes the application/acquittal and the criteria as detailed in Clause 13.2.4 is assessed.
- Allocation applications will be assessed and processed monthly as received.

13.3 **Major active recreation reserves water subsidy**

13.3.1 Lifecycle process

Allocations available	Receive applications	Assess applications	Confirm allocations	Project delivery	Acquittal required
One allocation per year	Ongoing from 1 July annually	Monthly	Monthly	N/A	Yes – prior to allocation

13.3.2 Eligible reserves

Boort Park
Bridgewater Recreation Reserve
Calivil Recreation Reserve
Donaldson Park, Wedderburn
Inglewood Sports Centre
Mitiamo Recreation Reserve
Mitchell Park, Pyramid Hill

Newbridge Recreation Reserve
Serpentine Recreation Reserve

13.3.3 Financial allocation

Specific details	Annual budget (as at 2022/23)
<ul style="list-style-type: none"> Total program budget – subject to rebate application 	\$25,000

The reserves water subsidy is indexed annually at the standard indexation applied in the budget preparation process.

13.3.4 Assessment/acquittal criteria

Specific details
<ul style="list-style-type: none"> The reserve is still active/operational Copies of invoices from the water authority must be provided to determine allocation amount

13.3.5 Specific requirements

- A maximum of 12 megalitres (ML) of non-potable water is available to be rebated annually at each reserve.
- Cost of annual service fees and charges associated with the supply of water to recreation reserves, namely: annual service fees / meter charges, service point fees and water access fees are rebated in full.
- The water subsidy excludes all costs associated with the pumping, distribution and onsite storage of water.
- Boort Park and Mitiamo Recreation Reserve have a pre-existing arrangements in place that currently supports the provision of non-potable water to their recreation reserves that shall be preserved.
- Allocation applications will be assessed and processed monthly as received.

13.4 Recreation waterway maintenance allocation

13.4.1 Lifecycle process

Allocations available	Receive applications	Assess applications	Confirm allocations	Project delivery	Acquittal required
One allocation per year	Ongoing from 1 July annually	Monthly as received	Monthly	N/A	Yes – prior to allocation

13.4.2 Allocation categories

The following categories exist:

1	Water weed management
2	Ski zone maintenance
3	Retaining wall maintenance
4	Waterway edge repairs

5	Boardwalk maintenance
6	Flushing channel maintenance
7	Outfall pump maintenance
8	BBQ and shelter maintenance
9	Signage relating to waterway

A notional \$2,000 per eligible category is applied to determine the total allocation available. The recreation waterway allocation is not indexed annually.

13.4.3 Assessment criteria

Specific details
<ul style="list-style-type: none"> The facility is operational and the committee of management agreement is current. The facility advises the activities undertaken to determine allocation amount OR as identified in management agreement. The group must confirm that the funds allocated in the previous financial year were spent on the specified activity or have been retained for a future identified project.

13.4.4 Specific requirements

- Allocations are provided after each identified recipient completes the application/acquittal and the criteria as detailed in Clause 13.4.3 is assessed.
- Allocation applications will be assessed and processed as received.
- Council retains responsibility for capital expenditure, weed boat maintenance and fuel, and rural water fees.
- The allocation categories provide the basis for the allocation amount to be provided to the committee of management. The funds will operate as a global budget, and are able to be spent across the eligible categories as required.

13.5 **Major recreation reserve oval mower replacement**

13.5.1 Lifecycle process

Allocations available	Receive applications	Assess applications	Confirm allocations	Project delivery	Acquittal required
One allocation per reserve per 10 years	Ongoing from 1 July annually	As received	Six weeks after complete application received	By organisation	Yes

13.5.2 Financial allocation

Specific details	Annual Allocation (as at 2022/23)
Total program budget available	\$35,000

The oval mower replacement allocation is not indexed annually. An increase to this base rate may be approved by Council where the market dictates.

13.5.3 Mower distribution

Specific details	Year of allocation
Calivil Recreation Reserve	2013/2014
Mitchell Park, Pyramid Hill	2013/2014
Bridgewater Recreation Reserve	2014/2015
Mitiamo Recreation Reserve	2014/2015
Donaldson Park, Wedderburn	2015/2016
Inglewood Sports Centre	2015/2016
Newbridge Recreation Reserve	2019/2020
Serpentine Recreation Reserve	2020/2021
Boort Park	2021/2022

13.5.4 Assessment criteria

Specific details
<ul style="list-style-type: none"> Has the committee received this allocation within the past 10 years (or is the committee applying for an exemption from this policy)?
<ul style="list-style-type: none"> If applying for an exemption, the committee must state why it is applying for an exemption.
<ul style="list-style-type: none"> Committee to provide the make and model of the preferred mower being funded by this allocation.
<ul style="list-style-type: none"> Committee to provide proof of net cost of the preferred mower, including any applicable GST.
<ul style="list-style-type: none"> Committee has confirmed they will take on responsibility for all ongoing maintenance and repair costs of the mower being purchased.
<ul style="list-style-type: none"> Is the committee registered for GST?
<ul style="list-style-type: none"> Is there an outstanding acquittal?

13.5.5 Specific requirements

- A maximum of two mowers will be replaced in any financial year subject to the assessment process.
- The rebate will be paid on the GST exclusive component of the new mower if the committee is registered for GST.
- Should the relevant committee sell the old mower separately from the purchase transaction, the proceeds can be maintained by the relevant committee to support operating activities.
- Outstanding acquittals relating to this program will deem the organisation ineligible to receive future funding.

13.6 Community newsletters

13.6.1 Lifecycle process

Allocations available	Receive applications	Assess applications	Confirm allocations	Project delivery	Acquittal required
One allocation per year	Ongoing from 1 July annually	Monthly	Monthly	By organisation	Yes – prior to allocation

13.6.2 Financial allocation

Annual allocation is based on annual distribution as follows:

Annual distribution	Annual funding
1-1000	\$500
1001-2000	\$1,000
2001-3000	\$1,500
3001-4000	\$2,000
4001-5000	\$2,500
5001-6000	\$3,000
Over 6000	\$3,500

Specific details	Annual budget (as at 2022/23)
<ul style="list-style-type: none"> Total program budget – subject to application 	\$20,000

The community newsletter allocation is not indexed annually.

Specific details	Annual Allocation (as at 2022/23)
About Boort	\$3,000
Over the Fence, Campbells Forest	\$500
East Loddon Community News	\$3,500
Korong Community Newsletter, Inglewood	\$3,500
Pyramid Hill Press	\$3,500
Scoop and Scuttlebutt, Wedderburn	\$3,500

13.6.3 Assessment criteria

Specific details
<ul style="list-style-type: none"> Does the group produce and distribute a local community newsletter? Does the group have not-for-profit status? The group must provide details of its primary distribution zone, not including those areas which cross into another community newsletter primary distribution zone. The group must provide distribution rates for the primary distribution zone to allow funding allocations to be calculated for the next financial year.

Specific details
<ul style="list-style-type: none"> The group must provide confirmation of agreement to include Council's Mayoral Column and other media releases (as relevant) in the newsletter.
<ul style="list-style-type: none"> The group must confirm that the funds allocated in the previous financial year were spent on the specified activity.

13.6.4 Specific requirements

- Allocation applications will be assessed and processed monthly as received.
- Any unallocated community newsletter funds are added to the amount available for the Community Grants program.

13.7 Development, progress, tourism, community plan committee administration allocation

13.7.1 Lifecycle process

Allocations available	Receive applications	Assess applications	Confirm allocations	Project delivery	Acquittal required
One allocation per year	Ongoing from 1 July annually	Monthly	Monthly	N/A	Yes – prior to allocation

13.7.2 Financial allocation

Specific details	Annual Allocation (as at 2022/23)
Small community allocation – administration	\$200
Small community allocation – insurance	\$1,050
Large community allocation – administration	\$500
Large community allocation – insurance	\$1,050

The committee administration allocation is indexed annually at the standard indexation rate applied in the budget preparation process.

13.7.3 Eligible groups

Specific details	Allocation type
Boort Tourism & Development	Large
Bridgewater on Loddon Development	Large
Inglewood Development & Tourism Committee	Large
Pyramid Hill Progress Association	Large
Wedderburn Development Association	Large
Southern Loddon Tourism Inc	Large
Wedderburn Tourism Inc	Large
Calivil Recreation Reserve COM	Small
Campbells Forest & District Community Action Planning Group	Small
Dingee Progress Association	Small
Eddington Community Planning Group	Small
Kingower Development & Tourism Inc	Small

Specific details	Allocation type
Korong Vale Community Planning Group	Small
Laanecorie Community Planning Committee	Small
Mitiamo Progress Association	Small
Newbridge, Arnold, Llanely Community Planning Committee	Small
Serpentine Community Planning Group	Small
Tarnagulla Community Planning Group	Small
Yarrowalla Community Centre	Small

13.7.4 Assessment criteria

Specific details
<ul style="list-style-type: none"> The group is still operational
<ul style="list-style-type: none"> The group is currently incorporated
<ul style="list-style-type: none"> The group has a current insurance policy providing cover for: <ul style="list-style-type: none"> associations and officials public liability
<ul style="list-style-type: none"> Groups with community planning as its sole function have been formally recognised by Council
<ul style="list-style-type: none"> The group has completed an acquittal for the previous years' allocation

13.7.5 Specific requirements

- Where community groups undertake more than one of these function (as per the heading) they are eligible for only one allocation.
- The allocations are restricted to the eligible groups listed. Additional groups may be added on approval of Council.

13.8 **School Scholarships**

13.8.1 Lifecycle process

Allocations available	Receive applications	Assess applications	Confirm allocations	Project delivery	Acquittal required
One allocation per year	From 1 October to 31 October	From 1 November	Payment is made in November	Awards nights are held in December	Not applicable

13.8.2 Financial allocation

Program	Specific details	Annual Allocation (as at 2022/23)
Secondary	Boort District P12 School	\$500
	East Loddon P12 College	\$500
	Pyramid Hill P10 College	\$500
	Wedderburn P12 College	\$500

Primary School annual allocations to commence from 2023/24 financial year

Primary	Boort District P12 School	\$100
	Bridgewater-on-Loddon Primary School	\$100
	East Loddon 12 College	\$100
	Inglewood Primary School	\$100
	Pyramid Hill P10 College	\$100
	St. Mary's Primary School, Inglewood	\$100
	St. Patricks Primary School, Pyramid Hill	\$100
	Tarnagulla Primary School	\$100
	Wedderburn P12 College	\$100

The school scholarships are not indexed annually.

13.8.3 Assessment criteria

Specific details
1. School confirms awards nights will be held in the calendar year.

13.8.4 Specific requirements

- Scholarships are allocated to students at the discretion of the schools.

13.9 LEAD Loddon Murray Community Leadership Program

13.9.1 Lifecycle process

Allocations available	Receive applications	Assess applications	Confirm allocations	Project delivery	Acquittal required
One allocation per year	Receive recommendation from LMCLP	Assess advice from LMCLP	Endorse Advice from LMCLP	Grant recipient completes LEAD LMCLP	Council Report provided by recipient

13.9.2 Financial allocation

Specific details	Annual Allocation (as at 2022/23)
LEAD Loddon Murray Community Leadership Program	\$7,700 GST inclusive (unless otherwise advised by LEAD LMCLP)

The leadership program allocation is not indexed annually.

13.9.3 Assessment criteria

Specific details
<ul style="list-style-type: none"> Candidate is a Loddon Shire resident.

13.9.4 Specific requirements

- Acceptance of the recommendation by LEAD Loddon Murray Community Leadership staff is by endorsement of Council's Chief Executive Officer.

13.10 Sponsorships and donations

13.10.1 Lifecycle process

Allocations available	Receive applications	Assess applications	Confirm allocations	Project delivery	Acquittal required
As approved by CEO in consultation with relevant staff and the Mayor, until available funds exhausted	Ongoing from 1 July	As received	As received	Upon payment	After event/activity

13.10.2 Financial allocation

Specific details	Annual Allocation (as at 2022/23)
Total program budget – subject to application	\$20,000

The sponsorship and donations budget is not indexed annually.

13.10.3 Assessment criteria

Specific details
<ul style="list-style-type: none"> • The group seeking support must be a not-for-profit community group • The activity being funded must be in support of Loddon Shire residents • The relevant group must be able to demonstrate the benefit that will be derived for the Loddon Shire community. e.g. economic, visitation increase, social connections • The activity cannot be funded through another source identified in the Community Support Policy

13.10.4 Specific requirements

- Allocations are subject to the available pool remaining in the annual budget.
- Applications are submitted in writing to the Chief Executive Officer, and must address the assessment criteria.
- Approved sponsorships/donations will be administered using Council's Smarty Grants program.

13.11 Australia Day costs

13.11.1 Lifecycle process

Allocations available	Receive applications	Assess applications	Confirm allocations	Project delivery	Acquittal required
One allocation per year	Open from 1 February annually	As received: prior to 30 June annually	As received: prior to 30 June annually	Payment is made in arrears	Payment is made in arrears

13.11.2 Financial allocation

Specific details	Annual Allocation (as at 2022/23)
Rebate up to \$300 maximum per event	\$2,700

The Australia Day events budget is not indexed annually.

13.11.3 Host groups

- Arnold Hall alternating with Tarnagulla Primary School/Community Centre
- Boort Amity Club
- Bridgewater on Loddon Development Committee (BOLD)
- Eddington Community Centre
- Inglewood Lions Club
- East Loddon Lions Club
- Newbridge Country Women’s Association (CWA)
- Pyramid Hill Lions Club
- Wedderburn Lions Club

13.11.4 Assessment criteria

Specific details
1. The committee must provide receipts outlining the amount sought up to \$300.

13.11.5 Specific requirements

- Nil

14 APPENDIX 2: COMPETITIVE COMMUNITY SUPPORT PROGRAMS

14.1 Community grants

14.1.1 Lifecycle process

Advertise grants	Receive applications	Assess applications	Select grant recipients	Grant recipients deliver funded projects	Acquit funding
Ongoing	Ongoing from 1 July annually	From: 31 Aug 30 Nov 28/29 Feb 31 May	By: 30 Sept 31 Dec 31 Mar 30 Jun	Within one year of grant being notified	Within one year of grant being notified

14.1.2 Financial allocation

Specific details	Annual Allocation (as at 2022/23)
Maximum grant per application \$10,000 on a 2:1 basis	\$180,000

The annual budget allocation will be shared equally across each funding cycle within the financial year. Allocations are subject to the available pool remaining in the annual budget.

Any unallocated Community Newsletter funding will be added to the amount available for the Community Grants Program.

The community grants budget is not indexed annually.

14.1.3 Assessment criteria

Specific details
<ul style="list-style-type: none"> The relevant group is a not-for-profit organisation/group and is not a private enterprise or private individuals The organisation has public liability insurance (min \$20M) The project is taking place within (or for the benefit of) the Loddon Shire municipality There is no outstanding acquittal from a previous community grant round The project has not commenced, and is not due to commence prior to assessment and notification of grant The project can be completed within 12 months from the date of receiving the funding The activity does not duplicate other local service responses (unless it can be demonstrated it meets an unmet community need) The project is not on public owned or managed land (public open space) The project is not supporting administrative costs, such as wages, rent, insurance, utility costs The project is not for ongoing maintenance costs The project is not designed to promote political or religious or spiritual ideals The project is not considered to be the sole responsibility of another authority Applicant can demonstrate ability to meet financial commitment to the project. Quotes have been provided Written endorsement to undertake works from the land manager has been included (if required)

Specific details
• Does the project meet a community need
• The project increases or supports opportunities for participation
• The project can demonstrate alignment to an existing plan or strategy such as a community plan, facility master plan and/or Council plan
• The project incorporates environmentally sustainable measures
• The project incorporates economically sustainable measures
• The project improves safety in the community
• The funding ratio (2:1) has not been exceeded
• The in-kind component of the funding ratio has not been exceeded
• The total funding requested has not exceeded the available amount

14.1.4 Specific requirements

- Applications to the community grants program can be received at any time, with assessment and approval rounds conducted on a minimum quarterly basis.
- Council officers can undertake additional assessment rounds at their discretion.
- Incomplete applications will not be considered.
- Where the program is oversubscribed in the relevant quarter, applications will be prioritised against the eligibility criteria. Eligible, but lower priority ranked applications will be carried forward automatically into the next quarter.
- Unsuccessful applications will be carried forward three times, before being deemed ineligible and a new application required.
- Where applicable, applicants must include written endorsement to undertake works from the land manager.
- Where applicable, applicants must indicate what planning, building or other permits are required to undertake the project and demonstrate steps already undertaken to obtain these approvals.
- The cost of planning and building permits must be included in the project's budget.
- Where project assessment scores are equal, and additional prioritisation of projects is required, the applications demonstrating a higher cash/in-kind contribution will receive a higher priority.
- Successful applicants will be required to enter into a formal agreement prior to receiving any funds.
- The grant must be fully expended as per the project scope and budget, including the organisations contribution. Any unspent grant funds are to be repaid to Council.
- The grant must be acquitted within 12 months of funding notification.
- If a grant is not acquitted within the 12-month period Council will require in writing the reason as to why the project is not complete. Failure to notify or acquit the project will impact the consideration of future applications or may involve repayment of grant to Council.
- For further information refer to the Community Grant Guidelines on Council's website: <https://www.loddon.vic.gov.au/For-residents/Community-support/Council-grants>

14.2 Interest free loans

14.2.1 Lifecycle process

Advertise grants	Receive applications	Assess applications	Select grant recipients	Grant recipients deliver funded projects	Acquit funding
Ongoing	Ongoing	As received	As received	Upon payment	Upon delivery of project

14.2.2 Financial allocation

Specific details	Current annual allocation
Total pool provided for, as per Interest Free Loan Reserve	\$100,000

The interest free loans budget is not indexed annually.

14.2.3 Assessment criteria

Specific details
<ul style="list-style-type: none"> • Applicant must outline the project including total cost. • Applicant must provide all intended sources of funding. • Applicant must provide preferred period of repayment (one to five years). • Applicant must be able to demonstrate ability to repay the loan. • Applicant must be able to demonstrate level of community benefit. • Applicant must supply a list of guarantors who will be called upon for repayment of the loan if the applicant defaults.

14.2.4 Specific requirements

- As loans are provided to community groups the total available pool will reduce and will be replenished when annual payments occur.
- The total available pool cannot be oversubscribed.
- Loans must be repaid in full within 5 years.
- The reserve must have sufficient funds for the loan amount to be paid to applicant.

14.3 Event promotion scheme

14.3.1 Lifecycle process

Advertise grants	Receive applications	Assess applications	Select grant recipients	Grant recipients deliver funded projects	Acquit funding
One application per event	Ongoing from 1 July annually	As received	As received	Upon payment	Yes

14.3.2 Financial allocation

Specific details	2022/23 allocation Actual
Total program budget – subject to application	\$25,000

The event promotion scheme budget is not indexed annually.

14.3.3 Event classification

Specific details	Amount available
Major events: for events of regional or state significance, such as state sporting events and major festivals that attract a significant number of visitors from outside the municipality	\$1,000
Minor events: for events of local significance, such as annual sporting tournaments or local community festivals.	\$400

14.3.4 Assessment criteria

Specific details
<ul style="list-style-type: none"> Applicant must describe how the event will provide important community development opportunities and/or attract a significant number of visitors (including competitors, participants, officials and families).
<ul style="list-style-type: none"> Applications must be submitted no less than 30 days prior to the date of the event.
<ul style="list-style-type: none"> Applications will not be considered for events that promote religious or political ideals.
<ul style="list-style-type: none"> Applicants must commit to displaying Council’s banner at the major venue for the duration of the event.
<ul style="list-style-type: none"> Applicants must commit to acknowledging Council’s assistance in all printed programs, media and promotional material.
<ul style="list-style-type: none"> Applicants must provide Council with permission to use any photographs or promotional materials associated with the event.
<ul style="list-style-type: none"> Applicants must commit to spending funds allocated by Council on advertising, promoting or conducting the event.

14.3.5 Specific requirements

Nil

10.5 REVIEW OF THE PROCUREMENT POLICY V12

File Number: FOL/19/612
Author: Deanne Caserta, Manager Financial Services
Authoriser: Amanda Wilson, Director Corporate
Attachments: 1. Procurement Policy v12

RECOMMENDATION

That Council adopts the Procurement Policy v12.

CONFLICT OF INTEREST

There is no conflict of interest for any Council staff member involved in the preparation of this report, or involved in the subject matter of the report.

PREVIOUS COUNCIL DISCUSSION

The last version of the Procurement Policy was adopted by Council on 14 December 2021.

BACKGROUND

The purpose of the Procurement Policy (the Policy) is to outline Council's approach to the procurement of goods, services and works by Council in the delivery of services to the community and the operations of the organisation.

The Audit and Risk Committee have reviewed this document from a risk perspective in line with the requirements of the Audit and Risk Committee Charter.

ISSUES/DISCUSSION

A summary of the changes within version 12 of the Policy is listed below. These changes seek to reflect additional improvements within procurement processes at Loddon:

- threshold changes within Appendix 3 for those lower tier / lower risk procurement functions
- update the highest panel contracts from \$200K to \$300K to align with top level delegations
- additional wording to provide direction where Council have approved expenditure via a panel contract
- removal of Financial Delegations appendix. This is now included within the formal delegations document
- removal of Key Performance Indicators appendix. This will be included within the revised Procurement Strategy
- updates to local procurement and aboriginal procurement sections to a recommended weighted score of at least 5%
- additional section to provide direction where a public tender process has been completed and does not receive any tenders or rejects all tenders on a basis that they did not meet council's specifications outlined in the tender document.

COST/BENEFITS

There are no direct costs associated with the adoption of this Policy.

There are benefits of further streamlining processes and providing robust guidelines to staff which ensures compliance for Council. The simplified and higher delegation levels will of benefit in streamlining the purchasing and approval processes.

Improvements made will also improve the time taken to get from initial stage to commitment of goods or services with more streamlined activities.

RISK ANALYSIS

The Policy assists in mitigating any potential financial as adoption of the Policy contributes to Council achieving value for money in its procurement while maintaining effective and productive supplier relationships.

The Policy will assist in providing guidance for all procurement activities at Council and is binding upon all Councillors, staff, volunteers, contractors, consultants and persons employed or engaged by, or acting on behalf of Council.

The Audit and Risk Committee have reviewed this document from a risk perspective in line with the requirements of their Charter.

CONSULTATION AND ENGAGEMENT

The document has been subject to the review process of Loddon Leaders. It has also been through an approval process with the Loddon Procurement Network and discussion at Management Executive Group prior to presentation to the Audit and Risk Committee and Council Forum/Briefing.



PROCUREMENT POLICY

DOCUMENT TYPE:	Council policy
DOCUMENT STATUS:	Draft
POLICY OWNER POSITION:	Manager Financial Services
INTERNAL COMMITTEE ENDORSEMENT:	Audit and Risk Committee
APPROVED BY:	Council
DATE ADOPTED:	Click here to enter date of approval
VERSION NUMBER:	12
REVIEW DATE:	Click here to enter a date.
DATE RESCINDED:	Click here to enter a date.
RELATED STRATEGIC DOCUMENTS, POLICIES OR PROCEDURES:	Procurement Procedure Standard documentation for tendering and contract management Procurement Workflows Staff and Contractor's Code of Conduct Levels of Authority Delegations Anti-Fraud and Corruption Policy Complaints Handling Framework Local Government Procurement Best Practice Guideline
RELATED LEGISLATION:	Local Government Act 2020 Competition and Consumer Act 2010 Environment Protection Act 2017 Disability Act 2006
EVIDENCE OF APPROVAL:	

Signed by Chief Executive Officer

FILE LOCATION: K:\FINANCE\Procurement\Policy\POL Procurement Policy v12 - Final Council Forum.docx

Policy documents are amended from time to time, therefore you should not rely on a printed copy being the current version. Please consult the policies on the Loddon Shire website (Council Policies) or Intranet (Organisational Policies) to ensure that the version you are using is up to date.

This document is available in alternative formats (e.g. larger font) if requested.



PROCUREMENT POLICY

1 PURPOSE

The purpose of this policy is to outline Council's approach to the procurement of goods, services and works by Council in the delivery of services to the community and the operations of the organisation.

2 SCOPE

This policy applies to all procurement activities at Council and is binding upon all Councillors, staff, volunteers, contractors, consultants and persons employed or engaged by, or acting on behalf of Council (hereinafter referred to as council representatives).

All monetary values stated in this policy exclude GST, unless specifically stated otherwise.

3 POLICY

Council is committed to best practice procurement by following the principles outlined in Section 108(2) of the Local Government Act 2020 (the Act) to:

- promote open and fair competition and provide value for money
- provide clear guidance to enable consistency, control and continuous improvement in the provision of goods, services and works for the community
- demonstrate to the community, and achieve high standards in, probity, transparency, accountability and risk management in all procurement activities
- provide guidance on ethical behaviour in public sector procurement
- demonstrate the consideration of sustainability in procurement with respect to social, economic and environmental factors
- achieve compliance with relevant legislative requirements
- encourage and promote use of local businesses wherever practical
- ensure that Council resources are used effectively and efficiently to improve the overall quality of life of people in the local community
- achieve Best Practice in accordance with the Victorian Local Government Best Practice Guidelines and the Act
- help identify opportunities to facilitate or participate in collaborative procurement alternatives.

To support this commitment, Council will adhere to all required provisions in the Local Government Act 2020 and the Competition and Consumer Act 2010 in all procurement matters, and maintain consistency with any Victorian Local Government Best Practice Procurement Guidelines.

Council will also follow the following principles when undertaking procurement activities as outlined in the Act which requires each council to:

- prepare and adopt a procurement policy which specifies the principles, processes and procedures applying in respect of the purchase of goods and services and carrying out of works by the Council; and
- review its procurement policy at least once during each 4-year term of the Council.

The following sections outline each of the principles of procurement best practice.



PROCUREMENT POLICY

4 OPEN, FAIR COMPETITION AND PROVIDING VALUE FOR MONEY

4.1 Fair and honest dealing

All prospective suppliers must be afforded an equal opportunity to tender or quote. Impartiality must be maintained throughout the procurement process so it can withstand public scrutiny.

Any suspected improper conduct, including suspected fraud, corruption, substantial mismanagement of public resources, risk to public health and safety, risk to the environment, or detrimental action should be managed in accordance with Council's relevant policies and procedures.

5 CLEAR GUIDANCE

5.1 The role of the procurement team

The role of procurement is to ensure that goods, services and works procured by Council are of the right quality, from the right source, at the right cost and are delivered on time and within budget, to achieve a value for money outcome.

For tender processes, the Procurement Team will lead and oversee the process for all Council tender processes, acting as Council's representative between Council and tender participants.

For non-tender processes, the Procurement Team is responsible for developing, monitoring and reporting on performance measures.

5.2 Standards

Council's procurement activities aim to comply with the professional standards required by best practice and be in compliance with:

- the Act
- Council's Policies
- Staff, Volunteers and Contractors Code of Conduct and Councillor Code of Conduct
- other relevant legislative requirements such as, but not limited to, the Consumer and Competition Act, Goods Act, Victorian Local Government Best Practice Procurement Guidelines and the Environmental Protection Act (2017).

The legislative requirements of the Disability Act 2006 and Regulations 2018 will be considered by Council representatives to ensure that procurement processes and decisions do not directly or indirectly discriminate against people with a disability.

5.3 Methods

Council's standard method for purchasing goods, services and works will be some or all of the following methods:

- purchase order following a quotation process from suppliers for goods or services that represent value for money under quotation thresholds adopted by Council
- petty cash (in limited circumstances)
- corporate credit card and fuel cards are subject to Corporate Credit Card Policy limitations
- under contract following a quotation or tender process
- under a supplier panel



PROCUREMENT POLICY

- a multi-stage tender process commencing with an Expression of Interest (EOI) followed by a tender process involving the tenderers selected as a consequence of the EOI stage
- under sole-sourcing arrangements in line with the conditions contained in Appendix 2 – Exemptions from thresholds and competition
- using collaborative and/or aggregated purchasing arrangements with other Councils, MAV Procurement, Victorian Government, or other bodies.

In the case of emergency circumstances, other arrangements may be authorised by the Council or the CEO. Council may, at its discretion and based on the complexity and cost of the project, conduct one stage or multi-stage tenders.

5.4 Procurement thresholds and competition requirements

Council will invite offers from the supply market for goods, services, and works in accordance with the thresholds listed in Appendix 1.

5.4.1 Competition requirements

Procurement threshold

Council has a procurement threshold, the value above which a procurement, unless exempt, is subject to the mandatory procurement processes. Council's procurement thresholds are identified in the table in Appendix 1.

Procurement thresholds will be established during the review of this Policy based on a thorough analysis of historical procurement activity and will change as a result of the adoption of this Policy.

Cumulative spend

Council has a cumulative spend competition threshold. A cumulative spend competition threshold is where spend with any one supplier is at risk of exceeding the threshold for public tender, unless exempt. Council's cumulative spend competition threshold is identified in the table in Appendix 1 – Procurement Thresholds.

5.4.2 Procurement thresholds

Public tender threshold

Section 108 of the Act details that each Council will set the public tender threshold above which tenders or expressions of interest for contracts must be publicly invited.

Council's public tender threshold is identified in the table in Appendix 1 – Procurement Thresholds.

Other procurement thresholds

For procurement valued under \$300,000, the procurement methodology and thresholds detailed in Appendix 1 will apply.

5.4.3 Exemptions from competition and thresholds

There are circumstances where thresholds and competition are impractical. For a list of exemptions to thresholds and competition, refer to Appendix 2 – Exemptions from thresholds and competition.

5.5 Quotation and non-public tender activities

5.5.1 Formal system of procurement requirements

For purchases of goods, services and works having a total valuation of less than public tender threshold Council will maintain a formalised system of procurement requirements.



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5.5.2 Request for quotes to be auditable

The following approaches meet the minimum requirement for the requesting quotes:

- contact with suppliers by phone or email seeking a written (or verbal where permitted) quote
- advertising on the eProcure portal
- public advertising, where a field of potential tenderers hasn't been established, an innovative approach is required, or the project has broad appeal that may attract competitive prices, etc.

Exemptions that may exist to the quotation process include:

- extension of current work scope
- eligible panel contract terms
- availability of a specialty supplier, eg. legal, valuation
- limited availability suppliers in that industry
- sustainable procurement factors (as per Section 5.7).

Exemptions to the quotation process must still meet value for money principles and must be approved by the Procurement Team.

5.5.3 Insufficient quotation not to invalidate procurement activity

In some circumstances the required number of quotations cannot be achieved. This will not terminate the procurement process.

Where insufficient quotations are received, Council representatives may either continue or terminate the evaluation process.

Where the process is terminated, the original process must be closed and suppliers notified before recommencing a new procurement process.

Where the process is continued, a written statement is required with the details of all invited suppliers and the reason the number of quotations are unable to be achieved. A copy of the written form must be attached to the purchase order and approved by a direct supervisor.

5.5.4 Evaluation criteria

Evaluation criteria for quotes must be established prior to receipt of quotes.

5.6 **Minimum spend competition threshold**

Where spend is expected to be less than the minimum spend competition threshold, only a verbal quote is required to enable the raising of a purchase order. Refer to the table in Appendix 1 – Procurement Thresholds.

5.7 **Internal panel contracts**

One of the valid outcomes of a public tender process is the appointment of a panel of contractors to promote security of supply. This is most likely to be the case where Council requires a range of services to be performed. The subsequent use of quotes on a job-by-job basis further promotes competition and value for money.

Panel contractors are usually appointed for an initial two year term with options to extend contracts. Standard contract documentation specifies that contractors will not be guaranteed any work but they may be called on at any time to supply goods, services or works.



PROCUREMENT POLICY

In these cases, the contractors may be engaged by:

- using the schedule of rates submitted in their tender
- requesting quotes.

Once a panel is established, care should be taken in relation to the engagement of one or more of the contractors on the panel. Some aspects to consider are:

- the panel member who can best provide the required good/service
- if all members of the panel are offering a similar service, the contractor offering the lowest price may be the best option
- avoiding situations where, over the contract term, one or two members of the panel are allocated the majority of the work.

Panel contracts procurement threshold (GST exclusive)	Procurement process
\$0 - \$19,999	Council representative may obtain a written quote from panel contractors.
\$20,000 - \$49,999	Council representative will seek at least two (2) written quotes from panel contractors.
Above \$50,000	Procurement Team will seek at least three (3) written quotes from panel contractors using the e-procurement portal. A detailed specification must be prepared that provides a clear description of the goods/services/works being purchased. It must include evaluation criteria relevant to the purchase.
Above \$300,000	Public tender recommended.

Where Council has resolved to approve a panel contract and increased the CEO delegation for that panel contract, the tender threshold will be increased in accordance with the CEO delegation for the life of the approved panel contract.

5.8 Performance measures and continuous improvement

Appropriate performance measures must be established and reporting systems must be used to monitor performance and compliance with this policy and the Council’s procurement procedures and controls.

Procurement procedures, practices and costs will be benchmarked externally. Internal service standards will be developed and performance against targets will be measured and reviewed regularly to support continuous improvement.

The performance measurements developed will be used to:

- highlight trends and exceptions where necessary to enhance performance
- improve the internal efficiency of the procurement process and where relevant the performance of suppliers
- facilitate programmes to drive continuous improvement in procurement to eliminate waste and inefficiencies across key spend categories and processes.

Continuous improvement will also be achieved by seeking and responding to feedback from stakeholders.



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6 PROBITY, TRANSPARENCY, ACCOUNTABILITY, ETHICAL BEHAVIOUR AND RISK MANAGEMENT

Council's procurement activities will be performed in an open, transparent and ethical manner with demonstrated integrity, fairness and accountability that meets relevant legal requirements.

All tender processes will be conducted in accordance with the requirements of this Procurement Policy and any associated procedures, relevant legislation, relevant Australian Standards, Commercial Law and the Act.

6.1 Conduct of council representatives

Council representatives will at all times conduct themselves in a way that is in accordance with the applicable Code of Conduct and will perform their duties ethically, with integrity and must:

- treat potential and existing suppliers with equality and fairness;
- not use their position to seek or receive personal gain in procurement matters;
- maintain confidentiality of Commercial in Confidence information;
- present the highest standards of professionalism and probity;
- deal with suppliers in an honest and impartial manner that does not allow conflicts of interest;
- provide suppliers and tenderers with the same information and equal opportunity to tender or quote for goods, services and works contracts;
- be able to account for all decisions and demonstrate and provide evidence of the process followed;
- ensure that this Procurement Policy and Council's Procurement Procedure are adhered to in relation to any expenditure of Council funds;
- not perform any work under any Council contracts or suppliers they are supervising i.e. a Council representative cannot also work for the relevant supplier; and
- query incidents, decisions or directions that appear to contradict or deviate from Council's standards of ethics or probity or established policies and procedures
- ensure that this Procurement Policy and any Council procurement procedures or guidelines are adhered to in relation to any expenditure of Council funds.

6.1.1 Gifts and benefits

No Council representative is to, either directly or indirectly, solicit or accept any immediate or future reward or benefit in return for the performance of any duty or work for Council or where it could be reasonably perceived as influencing them or their position or undermining their integrity or the integrity of the process in some way.

Any gift or benefit offered to a Council representative will be managed in accordance with Council's internal policies and procedures.

Council representatives must not knowingly visit a current supplier's premises without invitation when acting in their official capacity and engage a Council supplier for private benefit, unless that engagement is on proper commercial terms.

For further information on gifts and hospitality please refer to the Staff, Volunteers and Contractors Code of Conduct and the Councillor Gift Policy.

6.1.2 Conflict of interest

Council representatives will at all times avoid situations which may give rise to any general or material conflict of interest.



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A Council representative has a general conflict of interest in a matter if an impartial, fair-minded person would consider that the person's private interests could result in that person acting in a manner that is contrary to their public duty.

A Council representative has a material conflict of interest in a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter. The benefit or loss may be direct or indirect and pecuniary or non-pecuniary. Affected persons include, among others, the member of Council Staff and their family members.

Council representatives involved in the procurement process, in particular preparing tender documentation, writing tender specifications, opening tenders, participating in tender evaluation panels, preparing a recommendation report, and awarding tenders must:

- **avoid** and manage conflicts of interest
- **declare** presence or absence of conflict of interest through completion of Conflict of Interest declaration at the appropriate point in time
- **observe** prevailing Council and Government guidelines on how to prevent and manage conflict of interest situations; and not take advantage of any tender related information whether or not for personal gain.

Council representatives must not participate in any procurement activity, including request for quotation or tender, evaluation, negotiation, recommendation, or approval, where that person has a material conflict of interest (as defined in Section 128 of the Act).

A material conflict of interest may include, but is not limited to:

- shares
- current or pre-existing relationships with employees
- positions held
- previous employment
- hospitality or gifts
- obligation
- allegiance.

A person may participate in any procurement activity, including request for quotations or tender, evaluation, negotiation, recommendation, or approval, where that person has a general conflict of interest and meets the criteria outlined in Section 129 (Exemptions) of the Act. The person must complete a conflict of interest declaration identifying the exemption (as set out in Section 129 of the Act) that applies.

For further information on Conflicts of Interest please refer to the relevant Code of Conduct.

6.2 Probity, accountability and transparency

Probity in procurement is delivered by having an ethical and transparent approach to procurement processes. The process should be clear, open and well understood and the decisions and actions of individuals involved in procurement activities must reinforce the fundamentals of probity.

Accountability in procurement means being able to explain and provide evidence on the process followed. The test of accountability is that an independent third party must be able to see clearly that a process has been followed and that the process is fair and reasonable.

All Council representatives must be transparent, this includes being able to account for all procurement decisions ensure all procurement activities leave an audit trail for monitoring and reporting purposes.



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6.2.1 Disclosure of information

Commercial in Confidence information received by Council must not be disclosed and is to be stored in a secure location.

Council representatives are to protect confidentiality, by not releasing or discussing the following:

- allocated budgets for proposed tenders and quotations
- information disclosed by organisations in tenders, quotations or during tender negotiations
- all information that is Commercial in Confidence
- pre-contract information including but not limited to information provided in quotes and tenders or subsequently provided in pre-contract negotiations.

Council representatives will avoid references to current or proposed contracts in discussion with anyone not associated with the contract.

Discussion with potential suppliers during tender evaluations should not go beyond the extent necessary to resolve doubt on what is being offered by that supplier.

At no stage should any discussion be entered into which could have potential contractual implications prior to the contract approval process being finalised other than through authorised pre-contract negotiations.

6.2.2 Commercial information

Procurement activities will be carried out in a way that supports Council representatives in meeting their obligations. Information of a commercially sensitive or confidential nature will be obtained, stored, processed, published (where applicable) in an appropriate manner in accordance with the relevant legislation and Council policies and procedures.

6.3 **Complaints and reporting suspicious activities**

6.3.1 Complaint handling

Members of the public and suppliers are encouraged to report known or suspected incidences of improper conduct to the Chief Executive Officer (CEO). Council representatives will report and manage complaints in accordance with Council's internal policies and processes.

6.3.2 Reporting suspicious activities

Council representatives and Council suppliers are required at all times to act honestly and with integrity and to safeguard the public resources for which they are responsible. Council is committed to protecting all revenue, expenditure and assets from any attempt to gain illegal benefits (financial or otherwise).

Council will take all reasonable steps to protect those who assist Council by providing information about suspected fraud. This will include confidentiality of identity and protection from harassment, to the extent possible.

Suspected improper conduct, offers of bribes, commissions and any other irregular approaches from suppliers, prospective suppliers or other individuals will be investigated and reported in accordance with relevant legislation and Council's Public Interest (Protected Disclosure) Policy and Procedure.

The CEO will notify Independent Broad-based Anti-corruption Commission (IBAC) of any matter they suspect on reasonable grounds to involve corrupt conduct occurring or having occurred in accordance with mandatory reporting requirements under the Independent Broad-based Anti-corruption Commission Act 2011.



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6.4 Governance structure

Council has delegated a range of powers, duties and functions to the CEO in relation to procurement. The delegations aim to ensure that the Council's procurement structure operates according to procedures that:

- are flexible enough to purchase, in a timely manner, the diverse range of goods, services and works required by Council
- afford prospective contractors and suppliers an equal opportunity to tender/quote
- encourage competition and collaboration.

Council representatives must not authorise the expenditure of funds in excess of their financial delegation.

6.5 Risk management

Council is committed to the practice of effective risk management to provide improved stakeholder confidence and trust, and to support improved compliance and better corporate governance.

Risk management will be appropriately applied at all stages of procurement activities.

Council will minimise its risk exposure through measures such as:

- standardisation of contracts including current and relevant clauses
- requiring security deposits when appropriate
- referring specifications to relevant industry experts
- ensuring contractual agreements are in place before the commencement of works
- use of and enforcement of delegated authorities
- use of or reference to relevant Australian Standards (or equivalent)
- effectively managing the contract through ongoing monitoring to ensure the required performance is being achieved
- complying with Council's Occupational Health and Safety Policy
- requiring insurance and indemnity cover appropriate to the type of contract
- inclusion of contract dispute resolution provisions to minimise the chance of disputes escalating and leading to legal action.

To protect the interests of Council, terms and conditions must be settled in advance of any commitment being made with a supplier. Any exceptions to this requirement exposes Council to risk.

Contracts must be proactively managed by Council representatives responsible for the delivery of the project/contract. Each should be assessed equivalent to size, type, complexity, duration and value to determine the level of risk. This will then determine the level of management of the particular project / contract and forms an integral part of good contract management.

Risk assessments are a vital part of the procurement planning process, particularly for significant contracts. Risks will be identified for each procurement activities. Appropriate risk avoidance and mitigation strategies will be employed whenever practicable and appropriate.



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Council will establish internal controls over procurement processes ensuring:

- purchase orders are raised for all purchases, with the exception of:
 - corporate credit card purchases
 - cash reimbursements
 - fuel
 - utilities
 - subscription and annual memberships
 - leases
 - other defined standard monthly charges
 - other defined standard annual charges
- purchase orders are raised before invoices are received
- more than one person is involved in and responsible for a transaction end to end
- any variations of more than 10% or \$100 (whichever is the lesser) between the purchase order quoted price and the suppliers invoice amount are sent for an additional variation approval by the relevant authorised Council representative as per Council's Levels of Authority Delegations
- a clearly documented audit trail exists for procurement activities
- appropriate authorisations are obtained and documented
- systems are in place for performance measurement and appropriate monitoring
- conflict of interest and confidentiality declarations are obtained where required
- amendment to this Policy can only be made following resolution of Council.

7 SUSTAINABLE PROCUREMENT AND LOCAL SPEND

7.1 Economic sustainability

Council is committed to procurement that supports local businesses and economic diversity and viability by:

- generating local employment
- taking into account the life cycle of products purchased
- building relationships and encouraging purchasing by contractors from local suppliers and
- fostering innovation and emerging sectors.

7.2 Local procurement

Council is committed to buying from local businesses where such purchases may be justified on value for money grounds, while remaining compliant with the Competition and Consumer Act 2010 and other fair trading legislation requirements.

Where practicable, Council will fully examine the benefits available through purchasing goods, services or works from suppliers/contractors within this category by applying a recommended weighted score of 20% component for this category in tenders and quotations where sustainable procurement values are identified as an evaluation criteria. Where necessary, this component can be increased or decreased to reflect the particular good or service being procured.

7.3 Aboriginal procurement

Council is committed to buying from Aboriginal businesses or enterprises where such purchases may be justified on value for money grounds, while remaining compliant with any legislative requirements.

Where practicable, Council will fully examine the benefits available through purchasing goods, services or works from suppliers/contractors within this category by applying a recommended



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weighted score of at least 5% component for this category in tenders and quotations where sustainable procurement values are identified as an evaluation criteria.

Council will conduct annual audits to assess what the total spend with Aboriginal businesses is and continually look for opportunities to improve this via its Procurement team.

7.4 Social sustainability

Council is committed to social procurement. Consideration of corporate social responsibility, as part of the procurement selection criteria may provide opportunities to generate positive social outcomes in addition to the delivery of goods, services and works.

Social procurement helps meet Council’s social objectives and builds stronger communities. When evaluating Corporate Social Responsibility, evaluation panels may consider the following drawn from the Victorian Government’s Corporate Social Responsibility guidelines.

Benefit	Impact
Local sustainability	Strengthening the local economy and ensuring its financial and environmental sustainability.
Social inclusion	Promoting openness and equal opportunity for disadvantaged and vulnerable community groups. Building social capital in the community.
Employment and training	Creating local employment opportunities through clauses and specifications in Council contracts. Developing practical training to build long-term employment opportunities.
Diversity and equality	Ensuring all businesses have the same opportunity to tender for Council contracts. Ensuring that the supply markets around essential and key services for Council remains diverse and vibrant. Ensuring that local suppliers such as small to medium-sized enterprises (SMEs), social enterprises and Indigenous businesses are well-positioned to prosper in the local economy.
Service innovation	Fostering a new social economy, addressing service gaps by piloting joint ventures between councils and external partners.
Fair trade	Purchasing ethical and fair trade goods to support equitable local, national and international trade compliant with Australian Government Fair Trade laws. Ensuring Council supply chains adhere to local, national and international labour standards.

Where practicable, Council will fully examine the benefits available through purchasing goods, services or works from suppliers/contractors within this category by applying a weighted score component for this category in tenders and quotations where applicable.

7.5 Environmental sustainability

Council is committed to procurement that supports environmental sustainability.

The procurement considerations in determining environmental sustainability include:

- reducing greenhouse gas emissions
- use of recycled materials
- recycling of used materials
- reducing waste to landfill



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- reducing water consumption
- encouraging improved environmental management
- selecting products/services that have minimal impact on natural resources and biodiversity
- improving our ability to adapt to climate change.

Where practicable, Council will fully examine the benefits available through purchasing goods, services or works from suppliers/contractors within this category by applying a weighted score component for this category in tenders and quotations where applicable.

8 EFFECTIVE USE OF COUNCIL RESOURCES AND ACHIEVING BEST PRACTICE

8.1 Responsible financial management

The principle of responsible financial management will be applied to all procurement activities. Accordingly, the availability of existing funds within an approved budget, or source of funds, will be established prior to the commencement of any procurement activities for the supply of goods, services and works.

Council funds must be used efficiently and effectively to procure goods, services and works and every attempt must be made to contain the costs of the procurement process without compromising any of the procurement principles set out in this Policy.

8.2 Training

All relevant Council representatives will complete 'MAV Probity for Purchasing and Procurement' training as part of induction to ensure awareness of local government procurement risks and probity.

All relevant Council representatives with duties that involve the purchasing of good and services will undertake procurement training prior to being granted access to procurement systems.

In order to ensure existing Council representatives are up-to-date with the latest requirements of this Policy they will be required to participate in refresher training every two years.

Council representatives that breach this Policy will be required to undertake relevant refresher training immediately and may be subject to disciplinary action.

8.3 Managing suppliers

Council recognises the importance of effective and open working relationships with its suppliers and is committed to managing existing suppliers via performance measurements to ensure the benefits negotiated through contracts are delivered.

8.3.1 Supply market development

A wide range of suppliers are encouraged to compete for Council work. The focus for new work need not always be with the larger more familiar businesses. Other types of organisations offering business diversity include:

- green suppliers;
- local, small to medium sized enterprises (SMEs) and Social enterprises;
- ethnic and minority businesses (e.g. Indigenous Business); and
- volunteer and community organisations.



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9 COLLABORATIVE PROCUREMENT

In accordance with Section 108(c) of the Act, the Council will first give consideration to collaboration with other councils and public bodies, or utilise collaborative procurement arrangements, when procuring goods, services and works in order to take advantage of economies of scale.

Council representatives must consider any opportunities for collaborative procurement in relation to a procurement process undertaken by Council. Any Council report that recommends commencing a procurement process must set out information relating to opportunities for collaborative procurement, if available, including:

- the nature of those opportunities, if any, and the councils or public bodies with which they are available
- why Council did, or did not, pursue the identified opportunities for collaboration in relation to that procurement process.

When collaborating with the Loddon Mallee Regional Procurement Network (LMRPN), Council will do so in accordance with the following:

- develop a consolidated contract register to identify joint procurement projects on an annual basis
- include in the consolidated contract register for collaboration consideration Council contracts with a minimum value of \$1 million per annum (per council), for the ongoing supply of goods or provision of services or works, other than projects that are unique to an individual council (e.g. unique construction or works projects)
- include other contracts which, due to the subject matter, nature or scope, are likely to deliver operational efficiencies if procured in collaboration with the LMRPN, must be included in the consolidated contract register for consideration as a possible joint procurement opportunity
- where collaborative procurement is to be pursued:
 - a pre-market approval submission will be submitted to each council and the LMRPN prior to commitment to collaboration, seeking delegation of contract approval to CEOs
 - the LMRPN will establish a Heads of Agreement that gives authority for a lead council to act as each Council's agent in the collaborative procurement.
 - the evaluation criteria that will apply to a collaborative procurement process may not align with Council's mandatory evaluation criteria as outlined in this Policy.
 - each of the councils who participate will be able to enter into a contract with the preferred supplier/s identified through the collaborative procurement process, or may choose as a group to enter into a contract using "opt-in" contract provisions during the contract term, or with the council which conducted the public tender.
 - each participating council must be involved in:
 - the initial decision to undertake the collaborative procurement
 - preparation of, and agreement to, the specifications
 - ensuring probity for the collaborative procurement
 - the acceptance of tender(s) and awarding of contract(s).

Furthermore, Council may collaborate with other councils or other agents such as MAV Procurement or Procurement Australia to procure goods, services or works, or utilise existing collaborative procurement arrangements for the procurement of goods, services or works



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established through a public tender process where it provides advantageous, value for money outcomes for Council.

The following principles will be applied when utilising procurement agents (e.g. MAV Procurement and Procurement Australia) and whole of government contracts:

- Council will use an agent where potential cost savings exist
- the use of procurement agents must not eliminate the ability of suppliers locally and within our region to submit a quotation or tender.

10 DEFINITIONS OF TERMS OR ABBREVIATIONS USED

Term	Definition
Act	The Local Government Act 2020.
Collaborative procurement arrangement	A contract established by the Council, government or a nominated agent, such as Procurement Australasia (PA), Municipal Association of Victoria (MAV), Loddon Mallee Regional Procurement Network of Councils or a local government entity, for the benefit of numerous state, federal and/or local government entities that achieves best value by leveraging combined economies of scale.
Commercial in confidence	Information that, if released, may prejudice the business dealings or commercial interests of Council or another party e.g. prices, discounts, rebates, profits, methodologies and process information.
Conflict of interest	As defined in Part 6 Division 2 of the Local Government Act.
Corporate social responsibility (CSR)	Corporate Social Responsibility (CSR) is about taking positive action to demonstrate the Council's commitment to the local community and environment on which it impacts.
Council	Loddon Shire Council.
Council representative	Includes all Council permanent employees, temporary employees, contractors, volunteers and consultants while engaged by Council. It also includes elected representatives (the Mayor and Councillors) or Administrator(s) appointed to act in this capacity.
Delegations	Delegations define the limitations within which Council representatives are permitted to work. Delegation of levels of authority allows specified Council representatives to approve certain purchases, quotation, tender and contractual processes without prior referral to Council. This enables Council to conduct procurement activities in an efficient and timely manner whilst maintaining transparency and integrity. Procurement delegations provide accountability and confidence to Council and the public that purchasing activities are dealt with at the appropriate level. Procurement authorisation limits are documented in Council's Level of Authority Delegations. This document identifies Council representatives authorised to make procurement commitments for goods, services and works up to nominated values on behalf of the Council.



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Term	Definition
Expression of interest (EOI)	An invitation for persons to submit interest in providing goods and/or services generally set out in the overview of requirements contained in the document. This invitation is not an offer or a contract.
IBAC	The Independent Broad-based Anti-corruption Commission.
Indigenous business	A business that is at least 50% owned by an Aboriginal or Torres Strait Islands person(s) (consistent with Supply Nation's definition). https://supplynation.org.au/benefits/indigenous-business/
Local business	A commercial business with an operational premise that is physically located within the municipal borders. Includes international and national commercial businesses provided there is an operational premise that is physically located within the municipal borders which has staff working within the municipal borders (such as IGA, Caltex).
Loddon Mallee Regional Procurement Network (LMRPN)	The 10 Councils comprising the LMRPN, being the Buloke Shire Council, Campaspe Shire Council, Central Goldfields Shire Council, City of Greater Bendigo, Gannawarra Shire Council, Loddon Shire Council, Macedon Ranges Shire Council, Mildura Rural City Council, Mount Alexander Shire Council and Swan Hill Rural City Council.
Probity	Within local government, the word "probity" is often used in a general sense to mean "good process." A procurement process that conforms to the expected standards of probity is one in which clear procedures that are consistent with Council's policies and legislation, and are established, understood and followed from the outset. These procedures need to consider the legitimate interests of suppliers and ensure that all potential suppliers are treated equitably.
Procurement	Procurement is the whole process of acquisition of external goods, services and works. This process spans the whole life cycle from initial concept through to the end of the useful life of an asset (including disposal) or the end of a service contract.
Procurement Team	The Manager Financial Services, Procurement Coordinator, Procurement Officer and Accounts Payable Officer.
Schedule of rates contract	A standing offer arrangement based on a schedule of rates contract that sets out rates for goods and services which are available for the term of the agreement but without a commitment to purchase a specified value or quantity of goods or services.
Social procurement	Social procurement uses procurement processes and purchasing power to generate positive social outcomes in addition to the delivery of efficient goods, services and works.
Suppliers	Any organisation which supplies goods or services to Council including but not limited to, contractors, subcontractors, manufacturers, wholesalers, retailers and consultants.



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Term	Definition
Supplier panels	Panels of suppliers or vendors who are able to supply goods, works or services. Panels are based on categories such as trade services and plant hire. Panels mean that Council representatives are able to request a quotation (from suppliers on the panel) without publicly inviting tenders (noting that the number of quotations requested still needs to be compliant with the policy). Preferred Supplier Panels are also known as Approved Supplier Lists or Approved Contractor Lists. Suppliers or vendors must submit a tender application and be selected to become part of a supplier panel.
Sustainable procurement	Encompasses economic, social and environmental sustainability procurement practices.
Sustainability	Activities that meet the needs of the present without compromising the ability of future generations to meet their needs.
Thresholds	The value above which a procurement, unless exempt, is subject to the mandatory procurement processes.
Total contract sum	The total value of the contract including: <ul style="list-style-type: none"> • costs for the full term of the contract, including any options for either party to extend the contract; • applicable goods and services tax (GST); • anticipated contingency allowances or variations, and • all other known, anticipated and reasonably foreseeable costs.
Value for money	Value for money in procurement is about selecting the supply of goods, services and works taking into account both cost and non-cost factors, including: <ul style="list-style-type: none"> • non-cost factors such as contribution to the advancement of Council’s priorities, fitness for purpose, quality, service and support, and • cost-related factors including whole life costs and transaction costs associated with acquiring, using, holding, maintaining and disposing of the goods, services or works.

11 HUMAN RIGHTS STATEMENT

It is considered that this policy does not impact negatively on any rights identified in the Charter of Human Rights Act (2006). Loddon Shire Council is committed to consultation and cooperation between management and employees. The Council will formally involve elected employee Health and Safety Representatives in any workplace change that may affect the health and safety of any of its employees.

12 REVIEW

The Manager Financial Services will review this policy for any necessary amendments no later than 2 years after adoption of this current version.



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APPENDIX 1 – PROCUREMENT THRESHOLDS

Council will invite tenders, proposals, quotes and expressions of interest from the supply market for goods, services and works in accordance with these thresholds:

Estimated expenditure	Minimum procurement process
Less than \$2,000 (minimum spend competition threshold)	<ul style="list-style-type: none"> A verbal quotation OR
\$2,000 to \$9,999	<ul style="list-style-type: none"> A minimum of ONE written quotation invitation must be requested and a copy attached to the purchase order OR
\$10,000 to \$49,999	<ul style="list-style-type: none"> A minimum of TWO written quotation invitations must be requested or advertising on the eProcure portal A purchase order must also be issued according to the preferred quotation offering a value for money outcome and a copy of the quotations attached to the purchase order Where appropriate, details may also be treated as a registered contract and recorded in Council's contract management system
\$50,000 to \$299,999 for goods, services and/or Works	<ul style="list-style-type: none"> Selective (at least THREE) or Public written invitations must be requested by issuing a written Request for Quotation or Tender by the Procurement Team on the eProcure portal Public advertising via newspapers and Council's website may not be required. A suitable closing date and time must be nominated Quotations returned by the nominated closing date and time must be evaluated using the pre-determined evaluation criteria and a recommendation made in favour of the supplier offering a value for money outcome The original supplier's quotations and approval report signed by the appropriate delegated Council representative must be recorded in Council's Contract Management System The approval report must also be attached to the purchase order If quotations or tenders sought without public advertising equals or exceeds \$299,999 for goods, services and/or works respectively, an alternative process compliant with the Act must be used
Public tender threshold (\$300,000 or more for goods, services and/or works); or cumulative spend threshold over a 12 month (rolling period) is expected to exceed \$300,000	Tender process as outlined in this policy and any related procedures or guidelines Cumulative spend threshold - where the cumulative spend with one supplier or for one category of spend (e.g. road construction) over a 12 month (rolling period).

In the event that Council undertakes a compliant public tender process and does not receive any tenders or rejects all tenders on the basis they did not meet council's specifications outlined in the tender document, it has two options:

- **Recall tenders** either with or without amending the procurement requirements and the tender documents.
- **Seek an alternative means** of delivering the service or works required under the tender without changing the requirements (including undertaking the service or works itself). If a



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council seeks to appoint a contractor who did not submit when tenders were originally called it must ensure:

- the grounds for rejecting the tender(s) received are on the basis they did not meet council's specifications outlined in the tender document, and/or did not provide value for money to council, and
- it is highly unlikely that another competitor would submit a tender if the council retendered for the goods, services and/or works, and
- the terms on which council intends to engage the third party contractor are the same as the specifications in the original tender documents, and
- engaging the third party contractor will provide value for money to council.

If Council amends the scope or intent of its requirements for goods, services or works so that it is materially different this would constitute a new contract. Council should then complete a new public tender process.



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APPENDIX 2 – EXEMPTIONS FROM THRESHOLDS AND COMPETITION

The following circumstances are exempt from the general publicly advertised tender, quotations and expression of interest requirements.

The Chief Executive Officer (CEO) may approve ad-hoc exemptions in exceptional circumstances if it can be demonstrated that it is in the best interests of the community to do so.

The public tender threshold and related exemptions also apply to collaborative procurements.

Exemption	Explanation, limitations, responsibilities and approvals
1. A contract made because of genuine emergency or hardship	Where the Director/CEO (within financial delegation) has resolved that the contract must be entered into because of an emergency e.g. to provide immediate response to a natural disaster, declared emergency, etc.
2. A contract made with, or a purchase from a contract made by, another government entity, government-owned entity or other approved third party	This general exemption allows engagements: <ul style="list-style-type: none"> • With another government entity or government owned entity e.g., Federal, State or Local Government or an entity owned by the Federal, State or Local Government. • In reliance on contracts and arrangements established by another government entity, local authority or local government group purchasing scheme, Municipal Association of Victoria (MAV) or National Procurement Network members (e.g. Local Buy), Procurement Australia (PA).
3. Extension of contracts while Council is out to market to ensure continuity of supply of goods/services/works to Council.	Allows the Director/CEO (within financial delegation) and/or Council to extend an existing contract where the procurement process to replace the contract has commenced, and where the tender process or negotiations will take or are taking longer than expected. This exemption may be used when the establishment of an interim short-term arrangement with an alternative supplier is considered not to be in the public interest, as it may be cost prohibitive and/or present a risk in the delivery of critical public services to the municipality.
4. Professional services unsuitable for tendering	<ul style="list-style-type: none"> • Legal services • Insurance • Loans (lenders may include banking institutions or Treasury Corporation of Victoria) • Purchase of land • Electoral or valuation services • Payroll expenses and deductions • Refunds • Professional membership payments and subscriptions (must relate to the position held).
5. Novated contracts	Where the initial contract (which has been entered into in compliance with the Act) has been extinguished and has been replaced with another, ensuring due diligence has been undertaken in respect to the new party.
6. Information technology resellers and software developers	Allows Council to renew software licenses and maintenance and support, or upgrade existing systems, where there is only one supplier of the software who holds the intellectual property rights to the software.
7. Statutory compulsory monopoly insurance schemes	<ul style="list-style-type: none"> • Motor vehicle compulsory third party • WorkCover



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Exemption	Explanation, limitations, responsibilities and approvals
8. Sole sourcing	<p>Where goods, services or works being procured are of such a specialised nature that there are insufficient known suppliers to meet the requirements of this Procurement Policy (sole sourcing).</p> <p>The sole sourcing process must only be utilised where:</p> <ul style="list-style-type: none"> • there are insufficient known suppliers to meet the requirements of this Procurement Policy • the marketplace is restricted by statement of license or third-party ownership of an asset (excluding public utility plant) • Council is party to a joint arrangement where Council jointly owns the Intellectual Property with a third party provider. <p>Purchasing via the sole sourcing process is subject to prior approval from the Director/CEO (within financial delegation) and/or Council.</p> <p>Council deals with a number of core service sole suppliers. There is no market to test and obtain multiple quotes. Examples of core service sole suppliers are:</p> <ul style="list-style-type: none"> • Library service – North Central Goldfields Regional Library Corporation • Water – Coliban Water, Grampians Wimmera Mallee Water and Goulburn Murray Water • Advertising (newspapers and magazines).
9. Aboriginal and Torres Strait Islander businesses or social enterprises	<p>Council representatives have an exemption to directly purchase from social enterprises or Aboriginal and Torres Strait Islander businesses where the estimated value of the procurement is up to \$20,000 (excluding GST). The identified business must be registered or certified with an appropriate and relevant organisation such as Kinaway, Supply Nation, or Social Traders. The procuring Council representative must first determine whether an Aboriginal and Torres Strait Islander business or social enterprise could deliver the required goods, work or service on a value for money basis.</p>
10. Other specific Council exemptions	<ul style="list-style-type: none"> • Organisations that are auspiced by Council. • Shop supplies (including artwork) purchased for the purpose of resale are exempt from obtaining quotes i.e. this applies to business units that operate a retail outlet and are required to purchase stock for resale to the public. This is due to the nature of the goods that are offered for resale, which may be unique. • Performers, facilitators, presenters and artists (one off or short term engagement) – business units that engage performers as part of their performance program are exempt from the conditions of this Policy. Performers are engaged based on potential earnings that can be raised from their engagement. • Artworks, statues and monuments – it is not practical to obtain multiple quotes for artworks, statues and monuments as each piece of work is unique. Items of artworks, statues and monuments are purchased within annual budget restraints but a minimum of one quote must be obtained. • Plant and equipment servicing and spare parts – plant and equipment purchased by Council requires servicing at regular intervals. In certain instances, to maintain a valid warranty, works need to be carried out by recognised suppliers and therefore Council will utilise the services of the manufacturers from whom the plant or equipment was originally



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Exemption	Explanation, limitations, responsibilities and approvals
	<p>purchased. This clause also applies to specific manufacturer spare parts purchased to complete works on plant and equipment at depot sites.</p> <ul style="list-style-type: none"> • Employment contracts for staff employed directly by Council are specifically excluded from this Policy.
11. External grants	<p>In accordance with the Best Practice Guidelines, all external grants are exempt and do not require an exemption form to be completed. Refer to External Grants Procedure for further details.</p> <p>In some instances Council is able to access funding Grants on behalf of other community based groups to facilitate Community based projects, in this instance, the Grant is applied for on behalf of the organisation through the Council and therefore is paid to the nominated community group. The arrangement may be with a specific business that will provide the service the grant is funding, and who may assist with the grant application, and is often required to be identified and costed before the application can be submitted.</p>
12. Council approved panel contracts	<p>Where Council has resolved to approve a panel contract and increased the CEO delegation for that panel contract, the tender threshold will be increased in accordance with the CEO delegation for the life of the approved panel contract.</p>

10.6 FINANCE REPORT FOR THE QUARTER ENDING 31 MARCH 2023

File Number: FOL/22/4399
Author: Deanne Caserta, Manager Financial Services
Authoriser: Amanda Wilson, Director Corporate
Attachments: 1. Finance Report for the quarter ending 31 March 2023

RECOMMENDATION

That Council

1. receives and notes 'Finance Report for the quarter ending 31 March 2023'
2. approves budget revisions included in the report for internal reporting purposes only
3. approves the supplementary valuations of rateable and non-rateable properties in respect of the 2022/23 financial year, as returned by the Shire Valuer, LG Valuations Pty Ltd, and endorses them being incorporated into the Register of Rateable and Non Rateable Properties and Rate Book for 2022/23.

CONFLICT OF INTEREST

There is no conflict of interest for any Council staff member involved in the preparation of this report, or involved in the subject matter of the report.

PREVIOUS COUNCIL DISCUSSION

A report was presented and adopted in April 2021 that recommended that Council be provided with finance reports on a quarterly basis. The only exception is when changes to the Council Meeting timetable result in the Council Meeting occurring before the completion of the end of month finance procedures.

The last quarterly report presented was for the December 2022 quarter at the January 2023 Council Meeting. The 2021/22 full financials were presented to Council at the August 2022 Council Meeting.

BACKGROUND

The Finance Report for the quarter ended 31 March 2023 includes standard quarterly information about budget variations, cash, investments, interest, debtors and creditors, and provides a comparison of year-to-date actual results to year-to-date budget (by dollars and percentage) and total revised budget (by percentage).

The information is in the format provided in the adopted 2022/23 Budget, and includes operating results, capital expenditure and funding sources. The report also includes a cash flow statement and the community planning program financials.

This Finance Report also includes reporting on supplementary valuations. Each year Council makes a number of additions, subtractions and alterations to the valuations contained in the annual rate book. These changes arise from various sources including:

- splitting of parcels into new rateable assessments
- development of vacant or unproductive land (urban and rural)
- consolidation of separate rateable assessments into one assessment
- re-assessment of property valuations arising from objections to the initial valuation
- additions and cancellations of licences (grazing and water frontages)

- change of use
- covenant on Title
- area amendment
- change of Australian Valuation Property Classification Code (AVPCC)
- supplementary valuation corrections.

ISSUES/DISCUSSION

Budgeted Surplus - Council's budgeted cash surplus has increased from December 2022 by \$1.7M to \$7.51M. The main variations include an increase to the expected interest to be received for the financial year offset by additional funds allocated to the capital works program of the swimming pools.

Income Statement (revenue) - Council's year to date (YTD) operating revenue is at 74% of total budget. Revenue brought to account for the quarter was \$2.6M. Fees and charges actuals are all behind YTD budget. Other grant incomes including non-recurrent operating, recurrent operating and non-recurrent capital are also behind YTD budget.

Income Statement (expenditure) - Council's operating expenditure is at 61% of total budget. Payments for this quarter totalled \$7.83M (\$9.13M in December 2022). All expense items are tracking behind expected budget expenditure with creditors and contractors the most significant.

Capital Works - The revised budget for capital works is \$24.2M and is 26% (16% at the end of December 2022) complete in financial terms for the current financial year.

The main variations within capital expenditure relate to:

- building and property maintenance of \$474K, the Building Asset Management Plan allocations are now finalised and some works are underway, but others are still in the design phase
- multiple community planning projects which have not yet been started or have commenced but expenditure is tracking behind budget, these are generally multi-year projects which will progress over the year
- plant replacement of \$1.73M. Equipment has been ordered but there is an extensive delivery delay with some items of plant.

Service Areas – Appendix 3 provides Council with net results for each service area. As further work is undertaken on service planning and reviews throughout the year, the cost of each service will be refined.

Balance Sheet - Council has a cash total of \$41.3M with \$4.13M in general accounts. Total debtors at the end of March 2023 are \$2.13M, this includes \$1.6M in rates (\$10.07M rates at the end of December 2022). Sundry debtors total \$0.1M with invoices outstanding for 90 or more days relating to community wellbeing debtors and local community groups totalling approximately \$0.2M.

Reports are also provided on the community planning programs to show the progress against budget along with the expenditure and income to date for the caravan parks.

COST/BENEFITS

The benefit to Council and the community is that accurate and regular financial reporting is disclosed, along with an accurate representation of property valuations being reflected in Council's rating system and the distribution of rate notices for the year 2022/23.

Provision of financial reports on at least a quarterly basis is a requirement of the Local Government Act.

RISK ANALYSIS

The provision of regular and accurate finance reports to Council minimises the risk of Council not delivering projects within the approved budget. Council's risk exposure is increased if the rating system does not reflect the valuation changes associated with supplementary valuations as Council will not be aware of the changes, which can alter the rate revenue in the current year and in future rating years.

During October 2022 Loddon Shire experienced significant flooding which has resulted in many operational staff being diverted to respond or support flood recovery. This reallocation of human resources limits delivery of programmed services and infrastructure. There is potential that this could continue over the coming years as infrastructure is rebuilt creating variance between budget and delivery.

CONSULTATION AND ENGAGEMENT

There has been considerable consultation internally with respective managers in understanding budget responsibilities and keeping within budgetary constraints.

Consultation with ratepayers and authorities that act on behalf of ratepayers occurs when a change to a property is required or occurs by virtue of a sale.

External engagement with the community was undertaken during the submission period of the budget, and regular reporting provides a mechanism of monitoring the financial outcomes of Council against that expectation.

LODDON SHIRE COUNCIL

FINANCE REPORT FOR QUARTER ENDING 31 MARCH 2023



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INTRODUCTION

In March the finance department have had the external auditors on site for the interim audit. Any queries were dealt with in a timely manner which resulted with the auditors only requiring to be on site for one day.

There is also an internal audit underway on the procurement function. The results are expected to be presented to the next Audit and Risk Committee Meeting.

During the quarter, the 2023/24 budget process continued with responsible officers providing feedback on their budgets. Budget submissions were also received and reviewed and a final result discussion with the Management Executive Group. This will now be presented for discussion at the April Council Forum.

With the recent flood event, there has been additional ongoing support given by the finance team to the relevant departments with tasks including developing ledgers, ensuring correct cost coding and procurement assistance.

1 CASH SURPLUS POSITION

1.1 Budget revisions

Since the December 2022 the surplus has increased from \$5,840,670 to \$7,505,780. Notes around major variances are included below:

Closing Surplus (Position as at 31 December 2022)	\$ 5,840,670
Savings in Fuel as per budget process	\$ 381,000
Increased interest on investments with higher cash on hand	\$ 300,000
Consultants Fees maybe requested in future years	\$ 250,000
Pool capital works not required will request in the future	\$ 250,000
Bridgewater recreation reserve female facility funded via LRCI	\$ 385,338
Other minor adjustments	\$ 98,772
Closing Surplus (Position as at 31 March 2023)	\$ 7,505,780

2 INCOME STATEMENT

Variance reporting has been included in this report where variations occur within the statements of 10% or \$30,000.

2.1 Operating revenue

Total revenue brought to account for this quarter was \$2.6M. The total income raised is 74% of the total revised budget income for 2022/23.

2.1.1 Fees and charges

Fees and charges are under budget by \$175K, the main variations to budget are:

- gravel pits of \$99K due to a delay in invoices being raised
- private works of \$29K with lower than expected income, as flood works have been a priority
- waste management of \$23K with lower than expected usage.

2.1.2 Non-recurrent grants (operating)

The main variance in this income type is the funding for the flood recovery hub program of \$400K which has not been received to date.

2.1.3 Recurrent grants (capital)

Capital recurrent grants are behind budget by \$1.77M or 86%. The main variation to budget is Road to Recovery funding, where the income claimed for the quarter was lower than expected. This is expected to catch up with the next quarterly claim.

2.1.4 Non-recurrent grants (capital)

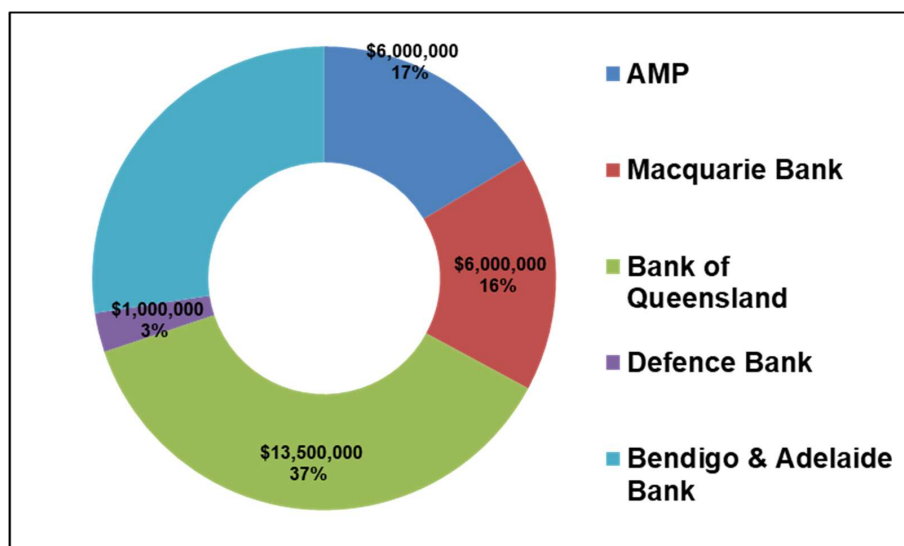
The main variations in this area relate to the Local Roads Community Infrastructure Program where a further payment is expected.

2.1.5 Interest income

Council's Investment Policy requires investment of funds with authorised deposit taking institutions rated AAA+ to BBB- with a maximum of 40% of funds at any one institution and a maximum of \$2M in any one transaction.

The total investment interest received and accrued to date is \$770K. Rates interest amounts to \$41K. Year to date represents 71% of the total Revised Budget amount of \$1.135M. Council have increased the Revised Budget in this area but are still expected to exceed this revised amount for the financial year.

All investments are term deposits and are currently with banks that meet Council's Investment Policy as per the following graph:



Current investments:							
AMP	A2/BBB+					\$ 8,000,000	21.6%
Macquarie Bank	A1/A					\$ 2,000,000	5.4%
Bank of Queensland	A2/BBB					\$10,000,000	27.0%
Westpac	AA3/AA-					\$ 4,000,000	10.8%
BankVic	A2/BBB+					\$ 1,000,000	2.7%
Defence Bank	A2/BBB					\$ 2,000,000	5.4%
Bendigo & Adelaide Bank	A2/BBB+					\$10,000,000	27.0%
Council Funds on Term Deposit						\$37,000,000	100%

The below table shows all investments for the financial year to date:

LODDON SHIRE COUNCIL INVESTMENT SCHEDULE												
Bank	Establishment date	Status	Maturity date	Term (day)	Interest rate	Investment amount	Total interest receivable on TD	Interest accrual 2021/22	YTD accrued interest	Total interest	YTD interest received	Total YTD interest earned
AMP - Business Saver	16/07/2021	Open	Ongoing		0.00%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Macquarie Bank	8/07/2021	Closed	8/07/2022	365	0.40%	\$ 1,000,000	\$ 4,000	\$ 3,912	\$ 88	\$ -	\$ 4,000	\$ 88
Bendigo & Adelaide Bank	16/07/2021	Closed	15/07/2022	364	0.35%	\$ 1,000,000	\$ 3,490	\$ 3,347	\$ 144	\$ -	\$ 3,490	\$ 144
Bank of Queensland	24/11/2021	Closed	22/07/2022	240	0.60%	\$ 3,500,000	\$ 13,808	\$ 12,542	\$ 1,266	\$ -	\$ 13,808	\$ 1,266
AMP	5/11/2021	Closed	2/09/2022	301	0.90%	\$ 2,000,000	\$ 14,844	\$ 11,688	\$ 3,156	\$ -	\$ 14,844	\$ 3,156
Bank of Queensland	14/09/2021	Closed	14/09/2022	365	0.38%	\$ 2,000,000	\$ 7,600	\$ 6,018	\$ 1,582	\$ -	\$ 7,600	\$ 1,582
Bank of Queensland	24/09/2021	Closed	27/09/2022	368	0.38%	\$ 2,000,000	\$ 7,662	\$ 5,809	\$ 1,853	\$ -	\$ 7,662	\$ 1,853
Bendigo & Adelaide Bank	15/02/2022	Closed	13/10/2022	240	0.60%	\$ 2,000,000	\$ 7,890	\$ 4,438	\$ 3,452	\$ -	\$ 7,890	\$ 3,452
AMP	17/01/2022	Closed	17/10/2022	273	1.00%	\$ 1,000,000	\$ 7,479	\$ 4,493	\$ 2,986	\$ -	\$ 7,479	\$ 2,986
AMP	11/11/2021	Closed	14/11/2022	368	1.00%	\$ 2,000,000	\$ 20,164	\$ 12,658	\$ 7,507	\$ -	\$ 20,164	\$ 7,507
Bendigo & Adelaide Bank	15/02/2022	Closed	12/12/2022	300	0.70%	\$ 2,000,000	\$ 11,507	\$ 5,178	\$ 6,329	\$ -	\$ 11,507	\$ 6,329
AMP	27/01/2022	Closed	4/01/2023	342	1.10%	\$ 1,000,000	\$ 10,307	\$ 4,641	\$ 5,666	\$ -	\$ 10,307	\$ 5,666
Bendigo & Adelaide Bank	3/10/2022	Closed	10/01/2023	99	3.35%	\$ 2,000,000	\$ 18,173	\$ -	\$ 18,173	\$ -	\$ 18,173	\$ 18,173
Bendigo & Adelaide Bank	13/12/2022	Closed	13/01/2023	31	3.00%	\$ 1,000,000	\$ 2,548	\$ -	\$ 2,548	\$ -	\$ 2,548	\$ 2,548
Bendigo & Adelaide Bank	13/12/2022	Closed	13/02/2023	62	3.20%	\$ 1,000,000	\$ 5,436	\$ -	\$ 5,436	\$ -	\$ 5,436	\$ 5,436
Bank of Queensland	15/02/2022	Closed	15/02/2023	365	0.85%	\$ 2,000,000	\$ 17,000	\$ 6,288	\$ 10,712	\$ -	\$ 17,000	\$ 10,712
Defence Bank	1/03/2022	Closed	1/03/2023	365	0.92%	\$ 1,000,000	\$ 9,200	\$ 3,050	\$ 6,150	\$ -	\$ 9,200	\$ 6,150
Macquarie Bank	2/03/2022	Closed	2/03/2023	365	0.95%	\$ 1,000,000	\$ 9,500	\$ 3,123	\$ 6,377	\$ -	\$ 9,500	\$ 6,377
Bendigo & Adelaide Bank	13/12/2022	Closed	14/03/2023	91	3.55%	\$ 1,000,000	\$ 8,851	\$ -	\$ 8,851	\$ -	\$ 8,851	\$ 8,851
Macquarie Bank	13/04/2022	Closed	13/03/2023	334	1.85%	\$ 2,000,000	\$ 33,858	\$ 7,907	\$ 25,951	\$ -	\$ 33,858	\$ 25,951
Bendigo & Adelaide Bank	1/03/2022	Open	4/04/2023	399	0.80%	\$ 2,000,000	\$ 17,490	\$ 5,304	\$ 12,011	\$ 17,315	\$ -	\$ 12,011
Bendigo & Adelaide Bank	13/12/2022	Open	12/04/2023	120	3.80%	\$ 1,000,000	\$ 12,493	\$ -	\$ 11,244	\$ 11,244	\$ -	\$ 11,244
Macquarie Bank	13/04/2022	Open	13/04/2023	365	1.85%	\$ 2,000,000	\$ 37,000	\$ 7,907	\$ 27,775	\$ 35,682	\$ -	\$ 27,775
Bendigo & Adelaide Bank	13/04/2022	Open	13/05/2023	395	1.85%	\$ 2,000,000	\$ 40,041	\$ 7,907	\$ 27,775	\$ 35,682	\$ -	\$ 27,775
Bank of Queensland	19/05/2022	Open	19/05/2023	365	3.15%	\$ 2,000,000	\$ 63,000	\$ 7,249	\$ 47,293	\$ 54,542	\$ -	\$ 47,293
Bank of Queensland	1/06/2022	Open	1/06/2023	365	3.15%	\$ 2,000,000	\$ 63,000	\$ 5,005	\$ 47,293	\$ 52,299	\$ -	\$ 47,293
Bendigo & Adelaide Bank	16/06/2022	Open	16/06/2023	365	3.85%	\$ 1,000,000	\$ 38,500	\$ 1,477	\$ 28,901	\$ 30,378	\$ -	\$ 28,901
Westpac	22/02/2023	Open	22/06/2023	120	4.29%	\$ 1,000,000	\$ 14,104	\$ -	\$ 4,349	\$ 4,349	\$ -	\$ 4,349
AMP	14/07/2022	Open	14/07/2023	365	4.35%	\$ 1,000,000	\$ 43,500	\$ -	\$ 30,986	\$ 30,986	\$ -	\$ 30,986
AMP	22/07/2022	Open	22/07/2023	365	4.45%	\$ 3,000,000	\$ 133,500	\$ -	\$ 92,170	\$ 92,170	\$ -	\$ 92,170
Bank of Queensland	14/09/2022	Open	14/08/2023	334	4.10%	\$ 2,000,000	\$ 75,036	\$ -	\$ 44,482	\$ 44,482	\$ -	\$ 44,482
Westpac	22/02/2023	Open	22/08/2023	181	4.66%	\$ 2,000,000	\$ 46,217	\$ -	\$ 9,448	\$ 9,448	\$ -	\$ 9,448
AMP	6/09/2022	Open	6/09/2023	365	4.35%	\$ 2,000,000	\$ 87,000	\$ -	\$ 49,101	\$ 49,101	\$ -	\$ 49,101
Westpac	22/02/2023	Open	22/09/2023	212	4.70%	\$ 1,000,000	\$ 27,299	\$ -	\$ 4,764	\$ 4,764	\$ -	\$ 4,764
Bendigo & Adelaide Bank	3/10/2022	Open	3/10/2023	365	4.30%	\$ 2,000,000	\$ 86,000	\$ -	\$ 42,175	\$ 42,175	\$ -	\$ 42,175
Bendigo & Adelaide Bank	13/10/2022	Open	13/10/2023	365	4.15%	\$ 2,000,000	\$ 83,000	\$ -	\$ 38,430	\$ 38,430	\$ -	\$ 38,430
Bank of Queensland	15/02/2023	Open	15/11/2023	273	4.60%	\$ 2,000,000	\$ 68,811	\$ -	\$ 11,090	\$ 11,090	\$ -	\$ 11,090
Bank of Queensland	15/02/2023	Open	15/12/2023	303	4.65%	\$ 2,000,000	\$ 77,203	\$ -	\$ 11,211	\$ 11,211	\$ -	\$ 11,211
AMP	10/01/2023	Open	10/01/2024	365	4.60%	\$ 2,000,000	\$ 92,000	\$ -	\$ 20,164	\$ 20,164	\$ -	\$ 20,164
Defence Bank	13/02/2023	Open	13/02/2024	365	4.95%	\$ 2,000,000	\$ 99,000	\$ -	\$ 12,477	\$ 12,477	\$ -	\$ 12,477
BankVic	1/03/2023	Open	1/03/2024	366	5.15%	\$ 1,000,000	\$ 51,641	\$ -	\$ 4,233	\$ 4,233	\$ -	\$ 4,233
Total Interest on Investments							\$ 129,941	\$ 695,600	\$ 612,224	\$ 213,317	\$ 695,600	
Interest on General Accounts							\$ 74,273				\$ 74,273	
Total Interest											\$ 769,873	
Interest transferred to/from externally funded projects							\$ -				\$ -	
Net interest on investments											\$ 769,873	

Due to the short-term nature of the term deposits, those deposits which have not reached maturity are included as cash in the Balance Sheet. They are adjusted during the year-end financial report process if required.

The highlighted row shows the employee provision investment as required by updated policy.

2.2 Operating expenditure

Total operating expenditure for the quarter was \$7.83M. The total expenditure for the quarter takes the total spend to 61% of the total revised budget expenditure for 2022/23.

2.2.1 Creditors

Creditors are currently 37% or \$3.48M behind YTD budget. The main variations where project expenditure has been delayed are:

- gravel pits of \$490K with crushing works expected to be undertaken during the financial year
- plant and fleet of \$332, the savings relate to lower usage and therefore lower running and serving costs
- various community planning projects of \$746K, with many still to commence

2.2.2 Fuel

Fuel is currently behind budget by \$149K or 15%, the variation is due to lower than expected usage.

2.2.3 Contractors

Contractors are currently 39% or \$911K behind YTD budget. The main variation within the contractor's expenditure relates to the timing of invoices that are received for waste, cleaning and swimming pool management contracts. This is expected to continue throughout the year if the invoices are not received in a timely manner for processing.

2.2.4 Utilities

Utilities are 30% or \$139K behind YTD budget. The main variation within the utilities is power and water usage for Council facilities and parks where there was lower usage less than expected.

2.2.5 Grants expenditure

Grants expenditure is \$119K or 32% behind YTD budget. The variation is due to the timing of the community groups when they return the required paperwork. This is to be submitted prior to the grant being paid. Some have a quick turnaround time, while others are yet to provide the required further information.

2.3 **Operating surplus**

As a result of the variances as explained in the previous pages, the operating surplus to date is \$1.55M compared to a revised budget deficit amount of \$4.93M.

3 **CAPITAL EXPENDITURE**

Total capital works expenditure for the quarter was only \$2.51M with the program now only 26% complete. The total revised budget amount for 2022/23 is \$24.2M.

The main variations within capital expenditure relate to:

- building and property maintenance of \$474K, the Building Asset Management Plan allocations are now finalised and some works are underway, but others are still in the design phase
- multiple community planning projects which have not yet being started, these will progress over the year
- plant replacement of \$1.73M. Equipment has been ordered but there is an extensive delivery delay with some items of plant.

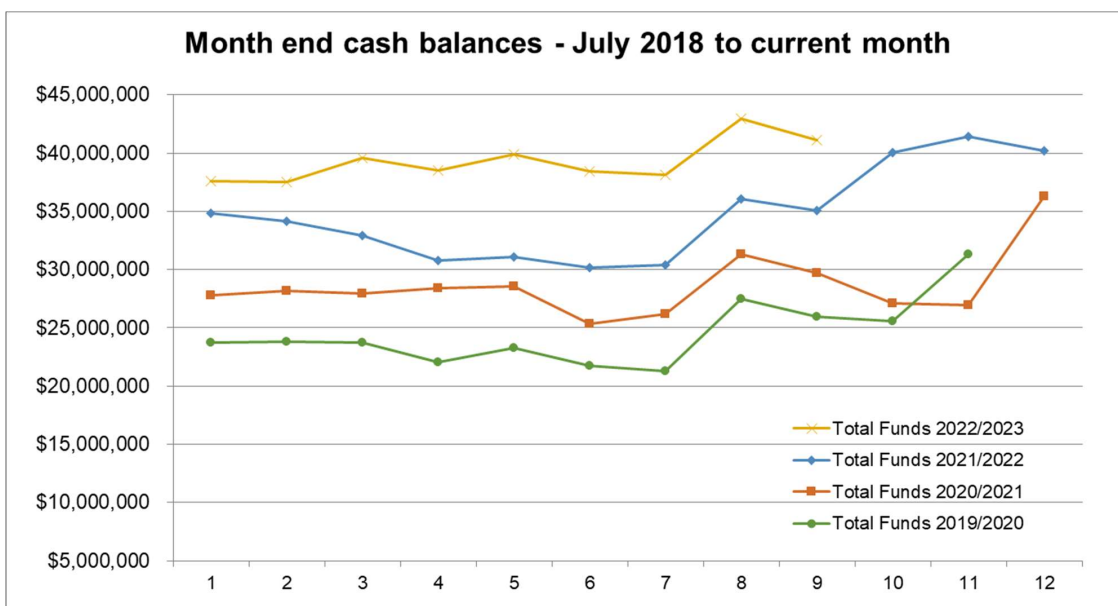
A full capital works report in detail is included in Appendix 6.

4 BALANCE SHEET

4.1 Cash

At the end of the month, Council’s overall cash total was \$41.3M, which includes a balance of \$4.13M in general accounts.

Month end balances for Council’s cash, from July 2019 until the current month, are reflected in the following graph:



4.2 Receivables

4.2.1 Debtors

Monthly balances of the various categories of debtors for the financial year are:

Debtor category	March 2022	December 2022	January 2023	February 2023	March 2023
Rates	1,099,347	8,956,994	7,782,419	1,924,646	1,352,514
Fire Services Property Levy	194,331	1,108,209	966,474	303,571	238,175
Total rates and Fire Services Property Levy	1,293,678	10,065,203	8,748,894	2,228,216	1,590,689
Sundry debtors	787,889	613,984	1,239,780	516,999	594,506
Community loans/advances	-	-	-	-	-
Long term loans/advances	-	-	-	-	-
Employee superannuation	(5,040)	1,181	3,682	1,853	-
Magistrates court fines	96,660	96,570	96,420	96,420	96,420
LESS provision for doubtful debts	(122,528)	(151,188)	(151,188)	(151,188)	(151,188)
Total	2,050,660	10,625,750	9,937,587	2,692,300	2,130,427

4.2.2 Rates debtors

Outstanding rates and Fire Services Property Levy at the end of selected months were:

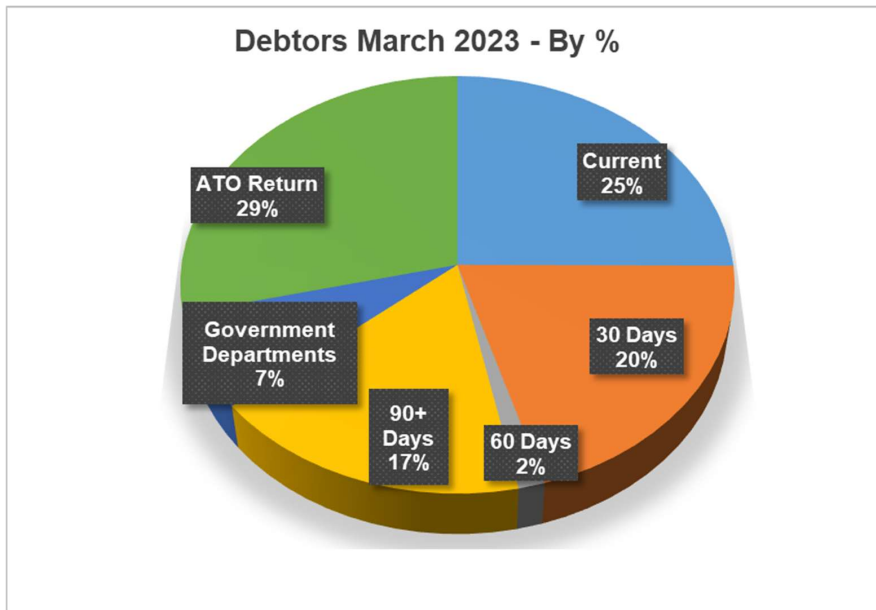
Rating year	March 2022 (1/4/2022)	December 2022 (5/1/2023)	January 2023 (3/2/2023)	February 2023 (3/3/2023)	March 2023 (3/4/2023)
2006/07 to 2016/17	25,727	20,877	19,840	19,944	20,069
2006/07 to 2016/17 FSPL	4,286	3,339	2,658	2,670	2,684
2017/18	16,197	13,797	13,519	13,584	13,684
2017/18 Fire Services Property Levy	3,836	3,309	3,062	3,080	3,100
2018/19	23,711	19,039	18,863	18,474	18,446
2018/19 Fire Services Property Levy	5,599	4,866	4,678	4,585	4,576
2019/20	45,905	37,330	37,504	37,454	37,213
2019/20 Fire Services Property Levy	8,929	7,278	7,154	7,131	7,063
2020/21	81,953	57,310	55,450	55,312	55,416
2020/21 Fire Services Property Levy	14,555	9,917	9,619	9,591	9,601
2021/22	921,905	102,433	94,817	87,328	82,101
2021/22 Fire Services Property Levy	141,076	18,050	17,231	16,363	15,607
Sub-total: arrears	1,293,678	297,545	284,395	275,518	269,561
Current year (outstanding but not due)	921,905	8,706,208	7,571,776	1,724,057	1,157,099
Fire Services Property Levy	141,076	1,061,450	893,025	228,642	164,029
Total outstanding	1,062,981	9,767,658	8,464,802	1,952,699	1,321,129
SUMMARY					
Total rates	193,492	8,956,994	7,811,769	1,956,154	1,384,028
Total FSPL	37,205	1,108,209	937,428	272,063	206,661
Total arrears	230,698	10,065,203	8,749,197	2,228,217	1,590,689

4.2.3 Sundry debtors

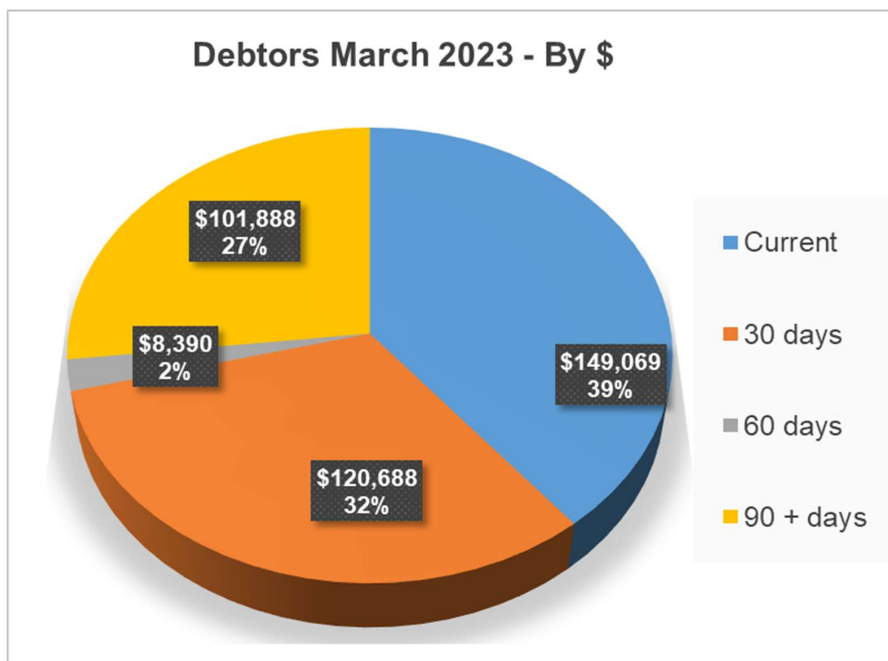
Outstanding sundry debtors at the end of the month consist of:

Current	\$149,069	39%
30 days	\$120,688	32%
60 days	\$8,390	2%
90 + days	\$101,888	27%
Sub total routine debtors	\$380,035	100%
Government departments	\$43,736	
ATO return	\$170,736	
Total	\$594,506	
90 + days consists of:		
Community Wellbeing debtors	\$18,435	
Local community groups	\$23,797	
Others	\$59,656	
Total	\$101,888	

The mainstream sundry debtors (\$380K) have been broken into the amount of time they have been outstanding. At the time of this report, \$102K or 27% of that total has been outstanding for more than 90 days. All debtors are contacted as a matter of routine.



Total outstanding sundry debtors as at 31 March 2023 are \$594K. The majority of total debtors is Government departments with \$44K which have a higher percentage of collection.



4.3 Other assets

4.3.1 Property valuations

All rateable and non-rateable supplementary valuations are included in this report.

There were 14 supplementary valuations during the second quarter of 2022/23.

Row Labels	Number	Sum of Site Movement	Sum of CIV Movement	Sum of NAV Movement
Objection	14	-\$ 1,138,000	-\$ 1,394,000	-\$ 69,900
Grand Total	14	-\$ 1,138,000	-\$ 1,394,000	-\$ 69,900

The total rateable CIV at the end of March 2023 is now just under \$3.62B.

Valuation type	31 December 2022 Totals	Supplementary Changes	Closing Balance
Site Value	\$ 2,555,026,200	-\$ 1,138,000	\$ 2,553,888,200
Capital Improved Value	\$ 3,616,754,300	-\$ 1,394,000	\$ 3,615,360,300
NAV	\$ 182,426,565	-\$ 69,900	\$ 182,356,665

4.3.2 Water rights

Council-owned water rights are valued at \$2.71M at 30 June 2022.

The rights are revalued to market at the end of each financial year.

There has been no purchases or sales of water rights for the year to date.

4.3.3 Vision Super Defined Benefits Plan update

On 28 February 2023, Council received official notification of the 31 December 2022 actual Vested Benefit Index (VBI) for the sub-plan being 101.7%. This is a decrease from the previous quarter but it remains above the required 100%. On the Vision Super website, the estimated monthly VBI for February 2023 is 103.2%. This is an increase from the December quarter.

Currently, under the superannuation prudential standards, VBI's must generally be kept above a fund's nominated shortfall, currently 97%. When an actuarial review/investigation is in progress the fund's VBI must be at least 100% as it was at 30 June 2022.

Below is the sub-plan's recent VBI history:

As at	30 June 2020 (actual)	30 June 2021 (actual)	30 June 2022 (actual)	31 Dec 2022 (est)	28 Feb 2023 (est)
LASF DB	104.6%	109.7%	102.2%	101.7%	103.2%

5 COMMUNITY PLANNING FINANCIALS

5.1 Boort community plans

Boort ward carried forward \$185K into 2022/23. With the additional \$50K allocation there is currently \$235K available for the community planning group to allocate toward projects.

Current community planning projects planned for 2022/23 are outlined below:

Boort Community Plans					ACTUALS			BUDGET		
YEAR	LEDGER	LEDGER	JOB CODE	PROJECT	2022/23 FINANCIAL YEAR			2022/23 FINANCIAL YEAR		
					INCOME	EXPENDITURE	NET COST	INCOME	EXPENDITURE	NET COST
				Income						
				Unspent allocation from previous years	\$184,684	\$0	\$184,684	\$184,684	\$0	\$184,684
				This years allocation	\$50,000	\$0	\$50,000	\$50,000	\$0	\$50,000
				Equity adjustment	\$0	\$0	\$0	\$0	\$0	\$0
				Strategic Fund	\$0	\$0	\$0	\$0	\$0	\$0
				Total amount available	\$234,684	\$0	\$234,684	\$234,684	\$0	\$234,684
2017/18		26850	2241951355XX	CP1170012241951355	\$0	\$0	\$0	\$0	\$0	\$0
CURRENT	16975			Boort Community Plans Unallocated	\$0	\$0	\$0	\$0	\$234,684	\$234,684
				Total expenditure for the year	\$0	\$0	\$0	\$0	\$234,684	\$234,684
				Total amount not spent at the end of the year, and available for next year			\$234,684			\$0

5.2 Inglewood community plans

Inglewood ward carried forward \$261K into 2022/23. With the additional \$50K allocation there is currently \$311K available for the community planning group to allocate toward projects.

Current community planning projects planned for 2022/23 are outlined below:

Inglewood Community Plans					ACTUALS			BUDGET		
YEAR	LEDGER	LEDGER	JOB CODE	PROJECT	2022/23 FINANCIAL YEAR			2022/23 FINANCIAL YEAR		
					INCOME	EXPENDITURE	NET COST	INCOME	EXPENDITURE	NET COST
				Income						
				Unspent allocation from previous years	\$260,681	\$0	\$260,681	\$260,681	\$0	\$260,681
				This years allocation	\$50,000	\$0	\$50,000	\$50,000	\$0	\$50,000
				Strategic Fund	\$0	\$0	\$0	\$0	\$0	\$0
				Equity adjustment	\$0	\$0	\$0	\$0	\$0	\$0
				Total amount available	\$310,681	\$0	\$310,681	\$310,681	\$0	\$310,681
				LESS expenditure for the year						
2011/12	24804	2242954315XX	CP2110012242954315	Bridgewater Streetscape	\$0	\$0	\$0	\$0	\$39,427	\$39,427
2016/17	26842	2242214305XX	CP2170012242214305	Bridgewater Memorial Hall Alloc 2	\$0	\$0	\$0	\$0	\$4,276	\$4,276
2019/20	26856	2242954315XX	CP2200012242954315	Inglewood Eucy Museum Annex Alloc 2	\$0	\$1,571	\$1,571	\$0	\$81,000	\$81,000
2019/20	26857	2242214305XX	CP2200022242214305	Bridgewater Memorial Hall Alloc 3	\$0	\$0	\$0	\$0	\$20,000	\$20,000
2020/21		2242214305XX	CP2210012242214305	Bridgewater Memorial Hall Alloc 4	\$0	\$0	\$0	\$0	\$33,185	\$33,185
2020/21		2242954315XX	CP2210022242954315	Inglewood Eucy Tractor Annex	\$0	\$0	\$0	\$0	\$33,185	\$33,185
2021/22		2242214305XX	CP2220012242214305	Bridgewater Hall Alloc 5	\$0	\$0	\$0	\$0	\$30,000	\$30,000
2021/22		2242214305XX	CP2220022242214305	Campbells Forest Hydrology Report	\$0	\$0	\$0	\$0	\$10,000	\$10,000
2021/22		2242954315XX	CP2220032242954315	Inglewood Town Hall Roof Replace	\$0	\$0	\$0	\$0	\$10,000	\$10,000
CURRENT	2242214305XX			Inglewood Community Plans Unallocated	\$0	\$0	\$0	\$0	\$49,608	\$49,608
				Total expenditure for the year	\$0	\$1,571	\$1,571	\$0	\$310,681	\$310,681
				Total amount not spent at the end of the year, and available for next year			\$309,110			\$0

5.3 Tarnagulla community plans

Tarnagulla ward carried forward \$218K into 2022/23. With the additional \$50K allocation there is currently \$268K available for the community planning group to allocate toward projects.

Current community planning projects planned for 2022/23 are outlined below:

Tarnagulla Community Plans					ACTUALS			BUDGET		
YEAR	LEDGEF	LEDGER	JOB CODE	PROJECT	2022/23 FINANCIAL YEAR			2022/23 FINANCIAL YEAR		
					INCOME	EXPENDITURE	NET COST	INCOME	EXPENDITURE	NET COST
				Income						
				Unspent allocation from previous years	\$218,411	\$0	\$218,411	\$218,411	\$0	\$218,411
				This years allocation	\$50,000	\$0	\$50,000	\$50,000	\$0	\$50,000
				Strategic Fund	\$0	\$0	\$0	\$0	\$0	\$0
				Equity adjustment	\$0	\$0	\$0	\$0	\$0	\$0
				Total amount available	\$268,411	\$0	\$268,411	\$268,411	\$0	\$268,411
				LESS expenditure for the year						
2019/20	18704	2243218605XX	CP3190012243218605	TaCPSF Laanecoorie Hall Paint	\$0	\$18,182	\$18,182	\$0	\$20,000	\$20,000
2019/20	18706	2243218605XX	CP3190022243218605	TaCPSF Tarnagulla Community Centre Asphalt	\$0	\$0	\$0	\$0	\$50,000	\$50,000
2019/20	26859	2243958620XX	CP3200082243958620	Newbridge Progress Park BBQ and Shelter	\$0	\$0	\$0	\$0	\$10,509	\$10,509
2019/20	18710	2243218605XX	CP3200052243218605	Laanecoorie Notice Board	\$0	\$2,840	\$2,840	\$0	\$2,000	\$2,000
2019/20	18711	2243218605XX	CP3200072243218605	Newbridge Notice Board	\$0	\$0	\$0	\$0	\$0	\$0
2020/21		2243218605XX	CP3210012243218605	TaCPSF Shelbourne Railway	\$0	\$0	\$0	\$0	\$0	\$0
2020/21		2243958620XX	CP3200092243958620	TaCPSF Soldiers Memorial Park Toilets	\$0	\$0	\$0	\$0	\$30,000	\$30,000
2020/21		2243218605XX	CP3200112243218605	TaCPSF Laanecoorie Hall Paint Alloc 2	\$0	\$3,409	\$3,409	\$0	\$20,000	\$20,000
2020/21		2243958620XX	CP3210032243958620	Progress Park Fitness Station	\$0	\$0	\$0	\$0	\$15,000	\$15,000
2021/22		2243958620XX	CP3220012243958620	Grahams Lane Intersection	\$0	\$0	\$0	\$0	\$13,000	\$13,000
2021/22		2243958620XX	CP3220022243958620	Disabled Carpark Newbridge Hall	\$0	\$0	\$0	\$0	\$8,500	\$8,500
2021/22		2243958620XX	CP3220032243958620	Pavement Wimmera Hwy Newbridge	\$0	\$0	\$0	\$0	\$30,000	\$30,000
2021/22		2243958620XX	CP3220042243958620	Newbridge Hall Restoration	\$0	\$0	\$0	\$0	\$1,542	\$1,542
CURRENT		2243218605XX		Tarnagulla Community Plans Unallocated	\$0	\$0	\$0	\$0	\$67,860	\$67,860
				Total expenditure for the year	\$0	\$24,431	\$24,431	\$0	\$268,411	\$268,411
				Total amount not spent at the end of the year, and available for next year			\$243,980			\$0

5.4 Terrick community plans

Terrick ward carried forward \$134K into 2021/22. With the additional \$50K allocation there is currently \$184K available for the community planning group to allocate toward projects.

Current community planning projects planned for 2022/23 are outlined below:

Terrick Community Plans					ACTUALS			BUDGET		
YEAR	LEDGER	LEDGER	JOB CODE	PROJECT	2022/23 FINANCIAL YEAR			2022/23 FINANCIAL YEAR		
					INCOME	EXPENDITURE	NET COST	INCOME	EXPENDITURE	NET COST
				Income						
				Unspent allocation from previous years	\$133,569	\$0	\$133,569	\$133,569	\$0	\$133,569
				This years allocation	\$50,000	\$0	\$50,000	\$50,000	\$0	\$50,000
				Equity adjustment	\$0	\$0	\$0	\$0	\$0	\$0
				Strategic Fund	\$0	\$0	\$0	\$0	\$0	\$0
				Total amount available	\$183,569	\$0	\$183,569	\$183,569	\$0	\$183,569
				LESS expenditure for the year						
2010/11	16279	2244218665XX	CP4100012244218665	Pyramid Hill Rural Water Community Areas	\$0	\$0	\$0	\$0	\$7,091	\$7,091
2018/19	18352	2244218665XX	CP4180022244218665	Dingee EPU Feasibility Study	\$0	\$12,000	\$12,000	\$0	\$12,000	\$12,000
2018/19	27907	2244958680XX	CP4160012244958680	P/H Lions Park Redevelopment	\$0	\$0	\$0	\$0	\$21,075	\$21,075
2019/20	18712	2244218665XX	CP4200012244218665	Mtiamoo Sporting Rooms Flood Upgrade	\$0	\$0	\$0	\$0	\$10,000	\$10,000
2019/20	18713	2244218665XX	CP4200022244218665	Dingee Memorial Hall Toilet	\$0	\$0	\$0	\$0	\$20,000	\$20,000
2020/21		2244218665XX	CP4210012244218665	Calvil Rec BBQ & Shelter	\$0	\$0	\$0	\$0	\$40	\$40
2020/21		2244218665XX	CP4210022244218665	Dingee Hall Disabled Toilet	\$0	\$0	\$0	\$0	\$14,388	\$14,388
CURRENT				Terrick Community Plans unallocated	\$0	\$0	\$0	\$0	\$98,975	\$98,975
				Total expenditure for the year	\$0	\$12,000	\$12,000	\$0	\$183,569	\$183,569
				Total amount not spent at the end of the year, and available for next year			\$171,569			\$0

5.5 Wedderburn community plans

Wedderburn ward carried forward \$265K into 2022/23. With the additional \$50K allocation there is currently \$315K available for the community planning group to allocate toward projects.

Current community planning projects planned for 2022/23 are outlined below:

Wedderburn Community Plans					ACTUALS			BUDGET		
YEAR	LEDGE	LEDGER	JOB CODE	PROJECT	2022/23 FINANCIAL YEAR			2022/23 FINANCIAL YEAR		
					INCOME	EXPENDITURE	NET COST	INCOME	EXPENDITURE	NET COST
				Income						
				Unspent allocation from previous years	\$265,233	\$0	\$265,233	\$265,233	\$0	\$265,233
				This years allocation	\$50,000	\$0	\$50,000	\$50,000	\$0	\$50,000
				Equity adjustment	\$0	\$0	\$0	\$0	\$0	\$0
				Strategic fund	\$0	\$0	\$0	\$0	\$0	\$0
				Total amount available	\$315,233	\$0	\$315,233	\$315,233	\$0	\$315,233
				Expenditure						
2016/17	16913	2245219490XX	CP5160022245219490	Wedderburn Caravan Park	\$0	\$50,000	\$50,000	\$0	\$50,000	\$50,000
2018/19	27909	2245959500XX	CP5180012245959500	Wedderburn Caravan Park Redevelopment	\$0	\$25,000	\$25,000	\$0	\$25,000	\$25,000
CURRENT				Wedderburn Community Plans Unallocated	\$0	\$0	\$0	\$0	\$240,233	\$240,233
				Total expenditure for the year	\$0	\$75,000	\$75,000	\$0	\$315,233	\$315,233
				Total amount not spent at the end of the year, and available for next year			\$240,233			\$0

APPENDIX 1: INCOME STATEMENT

Element	2022/23 Original Budget	2022/23 Revised Budget	2022/23 YTD Revised Budget	2022/23 YTD Actuals	2021/22 YTD Percentage Variance
Income					
69 - Statutory Fees	284,357	314,357	259,460	235,525	91%
70 - Fees & Charges	1,531,648	1,497,704	1,102,137	927,049	84%
71 - Contribution	0	192,500	156,884	173,900	111%
73 - Interest	235,000	1,135,000	851,244	810,955	95%
77 - Reimbursements	260,081	308,068	232,301	315,417	136%
80 - Rates	12,257,016	12,257,016	12,183,984	12,220,533	100%
81 - Non Recurrent Grants (Operating)	0	1,014,500	807,997	382,378	47%
82 - Recurrent Grants (Operating)	4,174,076	4,659,013	3,529,745	3,627,906	103%
83 - Recurrent Grants (Capital)	2,387,726	2,736,119	2,052,090	286,186	14%
84 - Non Recurrent Grants (Capital)	0	11,915,098	8,757,207	7,411,027	85%
90 - VicRoads	518,366	518,366	388,774	495,165	127%
Total Income	21,648,270	36,547,742	30,321,823	26,886,041	89%
Expenses					
01 - Labour	12,635,376	12,941,914	9,975,596	8,841,381	89%
04 - Creditors	9,062,423	12,951,525	9,516,640	6,041,384	63%
05 - Stores	72,280	72,280	54,210	0	0%
06 - Fuel	1,714,821	1,333,347	1,000,001	851,361	85%
07 - Contractors	2,421,097	3,019,865	2,351,009	1,439,946	61%
08 - Depreciation	10,106,628	10,106,628	7,579,971	7,579,971	100%
09 - Utilities	593,342	593,342	461,960	322,891	70%
25 - Grants Expenditure	386,957	455,393	370,997	251,756	68%
45 - Bad Debts Expense	0	0	0	3,517	0%
63 - Reversal of Impairment Losses	0	0	0	0	0%
Total Expenses	36,992,923	41,474,293	31,310,384	25,332,208	81%
Net Result Surplus / (Deficit)	(15,344,653)	(4,926,551)	(988,561)	1,553,833	-157%

*Income and expense items required by Australian Accounting Standards (AAS)

APPENDIX 2: CAPITAL WORKS STATEMENT

Element	2022/23 Original Budget	2022/23 Revised Budget	2022/23 YTD Revised Budget	2022/23 YTD Actuals	2021/22 YTD Percentage Variance
Funding Decisions					
88 - Reserves Transfer From	10,064,192	20,376,456	16,343,442	16,153,454	0%
89 - Reserves Transfer To	(1,844,270)	(3,204,274)	0	(6,000)	0%
74 - Asset Sales (Capital)	327,989	327,989	327,989	147,730	45%
Total Funding Decisions	8,547,911	17,500,171	16,671,431	16,295,184	98%
Capital Expenditure					
12 - Economic Development	0	0	0	0	#DIV/0!
21 - Caravan Parks	0	294,844	294,844	0	0%
41 - Community Planning - Boort	0	0	0	0	#DIV/0!
42 - Community Planning - Inglewood	0	163,612	122,706	1,571	1%
43 - Community Planning - Tarnagulla	0	108,551	81,405	0	0%
44 - Community Planning - Terricks	0	21,075	15,804	0	0%
45 - Community Planning - Wedderburn	0	0	0	0	#DIV/0!
47 - Grants & Community Planning	500,000	6,975,102	4,678,131	1,259,216	27%
49 - Swimming Pools	0	30,000	0	0	#DIV/0!
65 - Information Technology	100,000	100,000	100,000	106,186	106%
70 - LRCI Projects	0	4,454,315	3,340,719	433,901	13%
71 - Council Engineering and Technical Services	0	0	0	0	0%
72 - Project & Contract Management	1,765,768	5,131,636	3,187,305	648,501	20%
73 - Roads to Recovery	2,387,726	2,859,431	2,084,452	713,622	34%
75 - Local Laws and Animal Management	0	102,121	0	0	#DIV/0!
82 - Building & Property Maintenance	405,000	1,069,495	562,605	414,444	74%
84 - Plant and Fleet	2,077,340	2,607,671	2,602,671	694,200	27%
90 - Parks & Townships	100,000	106,136	66,416	71,501	108%
96 - Waste Management	0	143,520	143,520	138,887	97%
98 - Waterways Management	0	0	0	0	#DIV/0!
Total Capital Expenditure	7,335,834	24,167,509	17,280,579	4,482,029	26%
Non Cash Adjustments					
08 - Depreciation	10,106,628	10,106,628	7,579,971	7,579,971	100%
45 - Bad Debts Expense	0	0	0	3,517	0%
63 - Reversal of Impairment Losses	0	0	0	0	0%
Total Non Cash Adjustments	10,106,628	10,106,628	7,579,971	7,583,488	100%
Accumulated surplus brought forward	4,625,317	8,993,042	8,993,042	8,993,042	100%
Net Cash Surplus / (Deficit)	599,368	7,505,780	14,975,305	29,943,520	200%

APPENDIX 3: NET RESULT BY SERVICE AREA

Service Area	2022/23 Full Year Budget	2022/23 Total Revised Budget	2022/23 YTD Revised Budget March	2022/23 YTD Actuals March
00 - Flood Management	0	0	0	(317,575)
11 - Administration and Management	2,820,088	2,857,287	2,228,886	1,930,134
12 - Economic Development	139,488	295,478	154,065	80,517
13 - Council Administration	511,307	514,787	304,486	273,981
14 - Library Services	221,288	221,288	165,966	154,058
15 - Media	114,636	114,312	83,734	88,076
21 - Caravan Parks	(61,383)	(387,315)	(212,212)	(212,624)
22 - Loddon Discovery Tours	(0)	(29)	69	53
23 - Tourism	365,004	418,151	314,084	198,261
31 - Aged Care Services	556,016	594,707	476,320	335,834
32 - Elderly Persons Units	14,625	14,577	15,637	(8,100)
33 - Rural Access	0	45,031	0	0
34 - Seniors	99,524	101,873	82,983	65,061
35 - Community Wellbeing Projects	0	122,656	91,989	95,144
40 - Community Support	1,106,493	1,152,746	766,628	577,608
41 - Community Planning - Boort	50,000	234,684	176,013	0
42 - Community Planning - Inglewood	50,000	310,681	233,001	1,571
43 - Community Planning - Tarnagulla	50,000	268,411	206,309	24,431
44 - Community Planning - Terricks	50,000	183,569	140,673	(12,000)
45 - Community Planning - Wedderburn	50,000	315,233	236,421	(75,000)
46 - Emergency Management	17,440	57,368	47,239	34,088
47 - Grants & Community Planning	780,300	2,381,353	1,053,017	(2,458,538)
48 - Municipal Health & Wellbeing	9,500	64,201	44,598	20,440
49 - Swimming Pools	707,569	801,988	748,343	537,222
50 - Maternal and Child Health	89,348	303,944	231,622	(10,894)
51 - Early Years	249,822	758,201	574,382	19,585
52 - Boort Pre School	(0)	0	2,332	11,178
53 - Dingee Pre School	0	0	2,428	25,794
54 - Inglewood Pre School	(0)	(0)	2,328	9,984
55 - Pyramid Hill Pre School	0	(0)	2,068	(8,991)
56 - Wedderburn Pre School	0	0	2,334	27,938

APPENDIX 3: NET RESULT BY SERVICE AREA (Continued)

Service Area	2022/23 Full Year Budget	2022/23 Total Revised Budget	2022/23 YTD Revised Budget March	2022/23 YTD Actuals March
57 - Immunisation	41,017	35,865	27,863	11,322
59 - Youth	6,000	46,091	34,569	1,677
60 - Corporate Governance	222,246	278,089	214,458	203,012
61 - Financial Services	(3,621,835)	(18,041,496)	(19,254,277)	(19,179,269)
62 - Rates & Property	(10,049,166)	(10,066,437)	(10,046,257)	(10,096,236)
63 - Customer Service	310,332	291,967	196,457	153,167
64 - Information Management	425,126	422,663	310,640	270,726
65 - Information Technology	1,096,906	1,093,764	908,131	762,295
66 - Human Resources & Development	662,001	817,290	646,790	425,789
67 - Risk Management	481,379	495,781	461,969	352,628
70 - LRCl Projects	0	(212,987)	(159,741)	(2,055,074)
71 - Council Engineering & Technical Services	213,641	247,437	147,756	50,303
72 - Project & Contract Management	1,933,805	3,645,805	2,256,851	700,575
73 - Roads to Recovery	0	666,567	439,804	696,723
74 - Building Regulation	80,817	79,826	59,508	6,138
75 - Local Law s and Animal Management	297,258	440,999	217,160	152,450
76 - Public Health	103,149	112,707	49,019	67,082
77 - Strategic & Statutory Planning	276,033	253,461	198,045	70,813
80 - Air Strips	9,942	9,801	7,678	4,550
82 - Building & Property Maintenance	1,299,315	2,131,005	1,348,922	1,018,193
84 - Plant and Fleet	152,883	320,272	795,070	(1,957,692)
86 - Gravel Pits	320,612	385,612	412,460	2,568
88 - Management & Administration	527,802	524,157	404,140	415,481
90 - Parks & Tow nships	1,095,074	1,153,728	871,249	751,680
92 - Roads	5,648,852	5,597,985	4,267,484	4,179,547
94 - DoT Routine Maintenance Contract	(70,532)	(70,532)	(52,899)	(89,842)
96 - Waste Management	(7,201)	145,855	(366,468)	(707,407)
98 - Waterw ays Management	60,742	50,389	32,542	21,535

APPENDIX 4: BALANCE SHEET

	March 2023 As per trial balance	June 2023 As per adopted budget	June 2022 As per financial statements	March 2022 As per trial balance
ASSETS				
CURRENT ASSETS				
Cash and cash equivalents	\$41,320,279	\$12,560,553	\$3,727,157	\$35,295,337
Other financial assets	\$0	\$0	\$36,684,402	\$0
Trade and other receivables	\$2,130,427	\$412,696	\$1,063,989	\$2,050,660
Financial assets	\$617,491	\$0	\$393,485	\$99,446
Inventories	\$0	\$21,768	\$0	\$25,138
Non-current assets classified as held for sale	\$311,958	\$222,784	\$311,958	\$222,784
TOTAL CURRENT ASSETS	\$44,380,155	\$13,217,801	\$42,180,991	\$37,693,365
NON-CURRENT ASSETS				
Trade and other receivables	\$0	\$0	\$0	\$0
Financial assets	\$295,154	\$284,783	\$295,154	\$284,783
Intangible assets	\$2,713,090	\$2,674,570	\$2,713,090	\$2,674,570
Property, infrastructure, plant and equipment	\$336,169,890	\$387,872,483	\$343,749,861	\$348,679,597
TOTAL NON-CURRENT ASSETS	\$339,178,134	\$390,831,836	\$346,758,105	\$351,638,950
TOTAL ASSETS	\$383,558,289	\$404,049,637	\$388,939,096	\$389,332,316
LIABILITIES				
CURRENT LIABILITIES				
Trade and other payables	\$107,612	\$427,527	\$692,750	\$194,083
Trust funds and deposits	\$1,405,332	\$329,567	\$367,782	\$1,322,281
Unearned income	\$0	\$0	\$3,076,276	\$0
Provisions	\$2,864,934	\$2,730,218	\$2,841,411	\$2,762,148
Interest bearing loans and borrowings	\$0	\$0	\$0	\$0
TOTAL CURRENT LIABILITIES	\$4,377,878	\$3,487,312	\$6,978,219	\$4,278,513
NON-CURRENT LIABILITIES				
Provisions	\$1,246,284	\$2,156,202	\$1,246,284	\$1,512,661
Interest bearing loans & borrowings	\$0	\$0	\$0	\$0
TOTAL NON-CURRENT LIABILITIES	\$1,246,284	\$2,156,202	\$1,246,284	\$1,512,661
TOTAL LIABILITIES	\$5,624,162	\$5,643,514	\$8,224,503	\$5,791,174
NET ASSETS	\$377,934,128	\$398,406,123	\$380,714,593	\$383,541,143
EQUITY				
Accumulated Surplus	\$105,034,537	\$94,893,756	\$91,667,548	\$85,397,288
Asset Revaluation Reserve	\$262,232,789	\$294,682,747	\$262,232,789	\$272,598,734
Other Reserves	\$10,666,801	\$8,829,620	\$26,814,256	\$25,545,121
TOTAL EQUITY	\$377,934,128	\$398,406,123	\$380,714,593	\$383,541,143

APPENDIX 5: CASH FLOW STATEMENT

Cash flows from operating activities	Adopted Budget 2022/23	YTD Actual March 2022
Rates and charges	12,881,431	10,838,364
Statutory fees and fines	329,432	255,003
User fees	1,739,527	1,213,583
Grants - operating	4,257,558	4,020,003
Grants - capital	2,435,481	4,620,937
Contributions - monetary	-	173,900
Contributions - non monetary	-	-
Reimbursements and subsidies	794,016	810,582
Interest received	235,000	329,374
Net GST refund (payable)	(274,022)	1,268,707
Trust funds and deposits taken	(17,345)	1,037,550
Payments to employees	(12,438,030)	(9,158,739)
Payments to suppliers	(14,645,521)	(10,162,729)
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	-	-
Share of net profits of associates and joint ventures	-	-
Other income	-	-
Reversal of impairment of assets	-	-
Depreciation and amortisation	-	-
Finance costs	-	-
Bad debts expense	-	(3,517)
Other expenses	-	-
Councillors' emoluments	-	-
Internal audit remuneration	-	-
External audit remuneration	-	-
Impairment of interest free loans	-	-
Net cash provided (used in) investing activities	(4,702,473)	5,243,019
Cash flows from investing activities		
Payments for property, infrastructure, plant and equipment	(7,007,845)	(4,334,299)
Proceeds from sale of property, infrastructure, plant and equipment	-	-
Term deposits	-	36,684,402
Payment for intangible assets	-	-
Loans and advances to community organisations	-	-
Repayment of loans and advances from community organisations	-	-
Net cash provided by (used in) investing activities	(7,007,845)	32,350,103
Cash flows from financing activities		
Repayment of interest bearing loans and borrowings	-	-
Borrowing costs	-	-
Net cash provided by (used in) financing activities	-	-
Net increase/(decrease) in cash and cash equivalents	(11,710,318)	37,593,122
Cash and cash equivalents at the beginning of the financial year	24,270,871	3,727,157
Cash and cash equivalents at the end of the financial year	12,560,553	41,320,279

APPENDIX 6: FULL CAPITAL WORKS

Account Number	2022/23 Full Year Budget	2022/23 Total Revised Budget	2022/23 YTD Revised Budget March	2022/23 YTD Actuals March	2022/23 YTD Revised Variance March
11 - Commercial Services	0	294,844	294,844	0	294,844
21 - Caravan Parks	0	294,844	294,844	0	294,844
1910 - Caravan Park Improvement Prog	0	294,844	294,844	0	294,844
22 - Community Support	500,000	7,298,340	4,898,046	1,260,786	3,637,260
42 - Community Planning - Inglewood	0	163,612	122,706	1,571	121,135
4315 - Inglewood Community Plans - Ca	0	163,612	122,706	1,571	121,135
43 - Community Planning - Tarnagulla	0	108,551	81,405	0	81,405
8620 - Tarnagulla Community Plans - C	0	108,551	81,405	0	81,405
44 - Community Planning - Terricks	0	21,075	15,804	0	15,804
8680 - Terrick Community Plans - Capi	0	21,075	15,804	0	15,804
47 - Grants & Community Planning	500,000	6,975,102	4,678,131	1,259,216	3,418,915
1835 - Bridgewater Foreshore S2	0	122,664	91,998	3,073	88,925
2340 - Community Plans Strategic Fund	500,000	500,000	0	0	0
3000 - Donaldson Park Grants	0	3,179,029	2,384,262	916,684	1,467,578
4520 - Inglewood Sports Centre Grants	0	42,118	31,590	0	31,590
4747 - Lake Boort Park Precinct	0	166,083	0	166,084	(166,084)
4748 - Lake Boort Park Prec S2	0	198,030	198,030	0	198,030
5720 - Mitiamo Lighting Project	0	137,500	0	181	(181)
7252 - Pyramid Hill Com Centre Grants	0	2,629,678	1,972,251	173,193	1,799,058
49 - Swimming Pools	0	30,000	0	0	0
6500 - Pool Capital Works	0	30,000	0	0	0
33 - Information Management	100,000	100,000	100,000	106,186	(6,186)
65 - Information Technology	100,000	100,000	100,000	106,186	(6,186)
6180 - PC Replacement	100,000	100,000	100,000	106,186	(6,186)
41 - Assets & Infrastructure	4,153,494	12,445,382	8,612,476	1,796,024	6,816,453
70 - LRCI Projects	0	4,454,315	3,340,719	433,901	2,906,818
1910 - Caravan Park Improvement Prog	0	550,000	412,497	0	412,497
3000 - Donaldson Park Grants	0	2,030,342	1,522,746	32,186	1,490,560
3655 - Footpaths Capital Works	0	254,631	190,971	0	190,971
5720 - Mitiamo Lighting Project	0	185,000	138,753	7,320	131,433
7250 - Pyramid Hill Streetscape	0	490,000	367,497	5,845	361,652
7600 - Road Construction Capital Work	0	0	0	8,033	(8,033)
7630 - Road Resheets Capital Works	0	784,342	588,258	76,450	511,808
7675 - Road Shoulder Sheet Capital Wo	0	160,000	119,997	144,067	(24,070)
8625 - Tarnagulla Septic System	0	0	0	160,000	(160,000)

APPENDIX 6: FULL CAPITAL WORKS (Continued)

Account Number	2022/23 Full Year Budget	2022/23 Total Revised Budget	2022/23 YTD Revised Budget March	2022/23 YTD Actuals March	2022/23 YTD Revised Variance March
41 - Assets & Infrastructure	6,635,834	11,770,354	8,437,034	2,470,767	5,966,267
72 - Project & Contract Management	1,765,768	5,131,636	3,187,305	648,501	2,538,805
1590 - Bridges and Culverts Capital W	0	260,000	260,000	0	260,000
3025 - Drainage Capital Works	350,000	476,500	361,497	172,604	188,893
3585 - Flood Mitigation PH	0	486,000	0	1,245	(1,245)
3586 - Flood Mitigation Brt	0	340,445	0	496	(496)
3655 - Footpaths Capital Works	426,183	750,976	460,232	143,021	317,211
5670 - Minor Plant & Equip-Capital	20,000	0	0	0	0
7250 - Pyramid Hill Streetscape	0	142,343	106,758	73,375	33,383
7600 - Road Construction Capital Work	201,938	2,157,579	1,618,183	3,770	1,614,413
7620 - Road Reseals	0	29,304	0	0	0
7630 - Road Resheets Capital Works	405,419	25,916	25,916	43,588	(17,672)
7660 - Road Safety Capital Works	90,093	273,600	213,000	66,334	146,666
7675 - Road Shoulder Sheet Capital Wo	244,156	160,994	120,735	143,621	(22,886)
8785 - Traffic Count Equipment	0	0	0	447	(447)
8830 - Trails Signage	27,979	27,979	20,985	0	20,985
73 - Roads to Recovery	2,387,726	2,859,431	2,084,452	713,622	1,370,830
1590 - Bridges and Culverts Capital W	149,488	565,705	80,000	132,781	(52,781)
3655 - Footpaths Capital Works	0	73,000	54,747	51,374	3,373
4650 - Kerb & Channel Capital Works	115,995	0	0	0	0
7585 - Road Amenity Capital Works	0	40,000	40,000	42,778	(2,778)
7600 - Road Construction Capital Work	991,576	0	(1)	0	(1)
7620 - Road Reseals	1,130,667	1,044,044	783,027	0	783,027
7630 - Road Resheets Capital Works	0	969,632	969,632	276,437	693,195
7660 - Road Safety Capital Works	0	40,000	29,997	155,540	(125,543)
7675 - Road Shoulder Sheet Capital Wo	0	127,050	127,050	54,712	72,338
42 - Development & Compliance	0	102,121	0	0	0
75 - Local Law s and Animal Management	0	102,121	0	0	0
6735 - Pound Livestock	0	102,121	0	0	0
44 - Works	2,582,340	3,926,822	3,375,212	1,319,032	2,056,180
82 - Building & Property Maintenance	405,000	1,069,495	562,605	414,444	148,161
1725 - Building Asset Project-Capital	400,000	1,064,495	558,855	414,444	144,411
2520 - Council Property Fencing	5,000	5,000	3,750	0	3,750
84 - Plant and Fleet	2,077,340	2,607,671	2,602,671	694,200	1,908,471
3550 - Fleet Replacement	282,540	282,540	282,540	116,508	166,032
5685 - Minor Plant & Equipment	20,000	20,000	15,000	0	15,000
6435 - Plant Replacement	1,774,800	2,305,131	2,305,131	577,692	1,727,439
90 - Parks & Townships	100,000	106,136	66,416	71,501	(5,085)
6270 - Plan & Strategy Implementation	100,000	106,136	66,416	71,501	(5,085)
96 - Waste Management	0	143,520	143,520	138,887	4,633
8865 - Transfer Stations Upgrades	0	143,520	143,520	138,887	4,633
Grand Total	7,335,834	24,167,509	17,280,579	4,482,029	12,798,550

APPENDIX 7: CARAVAN PARK INCOME AND EXPENDITURE

This report was previously reported to Council as a separate agenda item. Due to the nature of the report this will now be reported to Council for the quarterly reporting cycle within this report.

Income and expenditure from the 2020/21 financial year to the current 2022/23 financial year for each park is listed in the table below. Comments are also provided where there has been unusual items.

Park	Year	Income	Expenditure	Net	Comments
Boort	2020/21	\$ 67,728.08	\$ 13,558.86	\$ 54,169.22	
	2021/22	\$ 62,733.00	\$ 8,402.00	\$ 54,331.00	
	2022/23 YTD	\$ 51,327.00	\$ 9,372.00	\$ 41,955.00	
Bridgewater	2020/21	\$ 350,603.06	\$ 267,973.37	\$ 82,629.69	
	2021/22	\$ 398,136.00	\$ 316,552.00	\$ 81,584.00	
	2022/23 YTD	\$ 194,283.00	\$ 261,845.00	-\$ 67,562.00	More expenditure due to Floods
Pyramid Hill	2020/21		\$ 12,777.21	-\$ 12,777.21	
	2021/22	\$ -	\$ 3,700.00	-\$ 3,700.00	Credit for expenditure in 2020/21 expended to the upgrade budget.
	2022/23 YTD	\$ 461.00	\$ 12,666.00	-\$ 12,205.00	
Wedderburn	2020/21	\$ 134,353.88	\$ 108,707.10	\$ 25,646.78	
	2021/22	\$ 138,931.00	\$ 100,197.00	\$ 38,734.00	
	2022/23 YTD	\$ 128,383.00	\$ 69,634.00	\$ 58,749.00	

10.7	COMMUNITY PLANNING COMMITTEE FORMAL RECOGNITION - BOORT AND YARRAWALLA
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File Number: GF/21/284

Author: Martin Mark, Community Development Officer

Authoriser: Paul Scullie, Acting Manager Community Support

Attachments: Nil

RECOMMENDATION

That Council formally recognises the following two organisations as the Community Planning Committees for their respective communities:

1. Boort Tourism and Development Inc.
2. Yarrawalla Community Planning Committee Inc.

CONFLICT OF INTEREST

There is no conflict of interest for any Council staff member involved in the preparation of this report, or involved in the subject matter of the report.

PREVIOUS COUNCIL DISCUSSION

At the April 2019 Council Forum, the criteria and framework for community groups to become the recognised *Community Planning Committee* was discussed.

Following further consultation, the Community Planning Framework (the Framework), including criteria, was endorsed at the November 2019 Council Meeting.

Council has formally recognised twelve Community Planning Committees at Council meetings as detailed in the table below:

Community	Community Planning Group	Formal Recognition at Council meeting
Calivil	Calivil Hall & Recreation Reserve	23/02/2021
Dingee	Dingee Progress Association Inc.	23/02/2021
Inglewood	Inglewood Development and Tourism Committee Inc.	23/02/2021
Mitiamo	Mitiamo Progress Association Inc.	23/02/2021
Serpentine	Serpentine Community Planning Group Inc.	23/02/2021
Wedderburn	Wedderburn Development Association Inc.	23/02/2021
Campbells Forest & Yarraberb	Campbells Forest & District Community Action Planning Group Inc.	25/05/2021
Newbridge, Arnold, & Llanelly	Newbridge Arnold Llanelly Community Plan Committee Inc.	25/05/2021
Kingower	Kingower Development & Tourism Committee Inc.	24/05/2022
Bridgewater	Bridgewater on Loddon Development Inc.	26/07/2022
Eddington	Eddington Community Planning Group Inc.	26/07/2022
Tarnagulla	Tarnagulla Community Planning Group Inc.	26/07/2022

BACKGROUND

The Framework was developed to assist communities as they formulate local community plans and to formalise the relationship between the community planning committees and Council.

As detailed in the Framework, community groups that meet the following criteria are eligible to request formal recognition from Council as a community planning committee:

- are incorporated bodies
- have community planning detailed in their constitution's purpose, and
- have a membership structure that allows wider community participation

Following this initial transition period, access to Council's annual community planning funding program will be prioritised for those groups who have received formal recognition and who have developed their community plan consistent with the principles of the Framework.

It was intended that groups would be in a position to meet the requirements of the Framework and request Council recognition by the end of 2020. Due to delays caused by COVID-19 restrictions this was extended to the end of 2022. The flood event in October 2022 caused further delays for the remaining five community planning committees. This report presents Boort and Yarrowalla community planning committees for recognition by Council and it is anticipated that the remaining three committees from Korong Vale, Laanecoorie and Pyramid Hill will be eligible for formal recognition during the remainder of 2023.

ISSUES/DISCUSSION

Boort Tourism and Development Inc. and Yarrowalla Community Planning Committee Inc. (Committees) have requested Council recognition as the community planning committee for their respective communities and have demonstrated that they meet the minimum requirements as detailed in the Framework.

Community	Community planning group	Request for recognition received	Information request form received	Incorporated	Constitution purpose includes community planning	Open membership
Boort	Boort Tourism and Development Inc.	Yes	Yes	Yes	Yes	Yes
Yarrowalla	Yarrowalla Community Planning Committee Inc.	Yes	Yes	Yes	Yes	Yes

The Committees are developing their new Community Plans and representatives plan to attend a future Council Forum to present their plan and its priorities to Council.

COST/BENEFITS

Formal recognition signals to the community that the group has agreed to:

- develop a community plan in accordance with the principles outlined in the Framework
- have open membership for community members
- be representative of their community.

The community plan committees provide the conduit for their community to represent their collective views, ideas and strategic direction to Council and beyond.

Council provides financial assistance to community planning committees to offset administrative and insurance costs. The table below outlines the support that will be provided to each Committee on an annual basis:

Community Planning Committee	Proposed allocation – Administration	Proposed allocation - Insurance	Total
Boort Tourism and Development Committee Inc.	\$500	\$1,050	\$1,550
Yarrowalla Community Planning Committee Inc.	\$200	\$1,050	\$1,250

RISK ANALYSIS

The COVID-19 pandemic and recent flood event slowed momentum in 2020 – 2022 for the remaining groups as they transitioned to meet the recognition requirements of the Framework and commence the review and/or redevelopment of their community plan. The framework specifies that projects submitted by non-recognised community planning committees receive a lower prioritisation. This may impact the remaining three committees should they not be recognised when the next round of community planning commences.

By transitioning to the parameters around Council’s framework, the community planning committees will be operating in the spirit of the framework and providing assurance around open membership and representation of their respective community’s views.

CONSULTATION AND ENGAGEMENT

Council’s Community Support team liaise with and guide the committees as they complete the actions needed to meet the eligibility criteria needed to be recognised by Council as their community’s community planning committee.

11 INFORMATION REPORTS

Nil

12 COMPLIANCE REPORTS**12.1 NOTICE OF MOTION - CR JUNGWIRTH - CLIMATE IMPACT REPORT**

File Number:

Attachments: Nil

MOTION

That Council

1. acknowledge the risk which negative climate impacts pose to both our organization and our community;
2. receive a report within six months on -
 - (a) the risks of climate change to our community and our organization
 - (b) the risks of extreme weather events and economic and social risks
 - (c) future climate scenarios for the Loddon region
 - (d) actions taken by other rural councils to address the current and future risks of climate change

RATIONALE

In light of the flooding in October 2022 and community concern regarding future risks, together with the recent report from the IPCC it would be prudent to understand impacts of climate change at a local level. The floods had a huge impact on our shire causing economic and emotional stress with many people still actively dealing with effects six months after the event. The community have expressed concern about future flooding events.

We cannot tackle climate change alone. We'll need support from partners and from state and federal government to manage the current impacts and to mitigate emissions and adapt to changes in climate. We do, however, have a moral and ethical responsibility to do as much as we can to address the issue of climate change at a local level for our current population and future generations.

Loddon Shire has previously implemented many positive actions to mitigate emissions. We have collaborated with 46 other councils to switch to 100% renewable energy. We are members of the Central Victorian Greenhouse Alliances and have supported many initiatives to reduce emissions locally. Climate risks demand a coordinated and detailed approach and carry financial implications for the shire.

Agricultural industries make up the main income streams in Loddon. Our farmers are more closely tied to the vagaries of climate than most of our community and are dependent on weather for production. The Victorian Farmers Federation Climate Change policy states

"The Victorian Farmers Federation acknowledges that climate change both poses challenges and presents potential opportunities for Victorian farmers."

Farmers ask that they be supported and included in planning on how they can help reduce emissions.

Farmers and the community at large have an expectation that Council will plan for Climate Change and develop strategies for mitigation and adaptation.

Local Government act 2020 makes it clear under the description of the role of a Council. Section 9 (2) which gives Councils their overarching principals states

- (b) Priority is to be given to achieving the best outcome for the municipal community, **including future generations**;*
- (c) The economic, social and environmental sustainability of the municipal district, **including mitigation and planning for climate change risks**, is to be promoted*

This Motion is in accordance with the act and meets the expectation of the community for future action by Council to address Climate Change through mitigation and adaptation.

12.2 NOTICE OF MOTION - CR STRAUB - INQUIRY INTO VICTORIAN RECREATIONAL NATIVE BIRD HUNTING ARRANGEMENTS

File Number:

Attachments: 1. **ARI - Technical Report - Abundance Estimates for Game Ducks in Victoria 2022**

MOTION

That Council submit to the Select Committee Inquiry into Victoria's Recreational Native Bird Hunting Arrangements outlining:

1. The positive economic impact duck hunting has upon the local community.
2. The positive mental health impact of this activity for many people in our community.
3. That duck hunting is a long standing tradition for many families within our Shire and visitors to our Shire.

RATIONALE

A Select Committee will inquire into and report on Victoria's recreational native bird hunting arrangements including the operation of annual bird hunting seasons, arrangements in other jurisdictions, the environmental sustainability and impacts and the social and economic impact.

Terms of Reference:

A select committee of nine members be established to inquire into, consider and report by 31 August 2023 on Victoria's recreational native bird hunting arrangements, including but not limited to-

- (a) the operation of annual native bird hunting seasons;*
- (b) arrangements in other Australian jurisdictions;*
- (c) their environmental sustainability and impact on amenity;*
- (d) their social and economic impact.*

Further detail about the inquiry can be found here:

<https://new.parliament.vic.gov.au/nativebirdhunting>

The Inquiry is accepting online submissions until Monday 8 May 2023. The Committee invites submissions from individuals and organisations addressing one or more of the issues identified in the terms of reference. The Committee prefers submissions to be made online via the e-submission form but submissions can be accepted in a written and email format. Submissions will be published online.

Details about the submissions process can be found here: <https://new.parliament.vic.gov.au/get-involved/submissions/>

Native Bird Hunting in the State of Victoria has its origins in modern day Australia dating back to 1800's and still a common practice for our First Nations People thousands of years on. Under the 1862 Act to provide for the Preservation of Imported Game and during the Breeding Season of Native Game, the Season commenced on the 1st December and closed on 31st July of the following year.

http://classic.austlii.edu.au/au/legis/vic/hist_act/aatpftpoigadtbsong840/

Just short of 100 years later in 1959 the creation of 199 State Game Reserves were established, driven by Hunting and Conservation organization Field & Game for the protection of habitat for all native water birds. This was made possible by the introduction of the first Hunting License structure or (Duck Stamp).

www.fieldandgame.com.au/page/state-game-reserves/

The Loddon Shire area has long been one of Victoria's most popular Duck Hunting location. With a vast number of hunting locations including some of the best State Game Reserves in Victoria, like Tang Tang Swamp, Thunder Swamp, Woolshed Swamp, Lake Boort, Lake Lyndger and Lake Yando to name but a few of the most popular.

The economic stimulus promoted by the Game Hunting in Victoria estimates recreational hunting was worth \$356 million to the Victorian economy in 2019. (DJSIR)

A great portion of this is generated throughout Northern Victoria, with Loddon Shire one of the recipients benefiting our tourism and small business sectors.

Mental health is a continuous concern within society, many Loddon residents have raised this issue with me a number of times, stating the ability to connect with likeminded people, reconnect to nature in the natural environment and the ability to harvest organic game meat, whilst spending quality time with their family and friends are some of the most imported reasons they continue to hunt.

The long standing tradition of duck hunting in Victoria is generational and nondiscriminatory. The ability for cross generational participation and options for multiple fitness levels sees duck hunting across Loddon Shire very popular, not just as a recreational activity but a lifestyle choice.

Duck Hunting in Victoria is regulated under the Wildlife (Game) Regulations 2012.

https://www.gma.vic.gov.au/_data/assets/pdf_file/0006/493737/Wildlife-Game-Regulations-2012v5.pdf

Robust and stringent measures are put in place to set any given Duck Hunting Season, the Game Management Authority GMA are the responsible Government department that put forward hunting season recommendations to their relevant Government Ministry. These recommendations are supported by stakeholder engagement and scientific studies. Arthur Rylah Institute is one of Australia's leading Environmental Research Institutions and have been conducting water fowl and wetland studies since the 1970's. I have added the most recent ARI report for the context of the scientific method of data analysis. The formulation of the interim harvest model then use these and other data sets to calculate year by year any amendments to that upcoming duck hunting season.

(The interim harvest model matrix is not always a true depiction of game bird abundance).

https://www.gma.vic.gov.au/_data/assets/pdf_file/0006/863610/Combined-Final-Report-and-Attachment.pdf

Duck Hunting in the state of Victoria and in particular across Loddon Shire continues to be supported by residents and by many that travel to and or through our municipality. A survey conducted by the Loddon Herald newspaper on January 19 this year showed 83% of people in favor of a Duck Hunting Season in Victoria.

Our towns and business continue to recover from the October 2022 flood event, nature tourism of our natural environment of many user groups including duck hunting, helps support the economic stimulus across our shire, it helps to promote a positive mental health objective and it continues to support tradition and culture across the generations, connecting friends, family and self to the land.

Strategic Context

This motion is supported by the Loddon Shire Council Plan. Specifically the following Council Plan Objectives and Strategies

1.2 *We will work with our partners to preserve and protect our local environment. We will support our community to respond to the impacts of climate change*

- *1.2.2 Work with our partners to support biodiversity and habitat in our area*

3.1 *We will promote our unique tourism opportunities and support our local tourism industry to increase visitation to our area*

- *3.1.1 – Increase the volume and value of tourism visitation*
- *3.1.2 – Increase the volume and value of the local economy*

Abundance estimates for game ducks in Victoria

Results from the 2022 aerial and ground surveys

D.S.L. Ramsey and B. Fanson

March 2023



Arthur Rylah Institute for Environmental Research
Technical Report Series No. 357



Energy, Environment and Climate Action

Acknowledgement

We acknowledge and respect Victorian Traditional Owners as the original custodians of Victoria's land and waters, their unique ability to care for Country and their deep spiritual connection to it. We honour Elders past and present, whose knowledge and wisdom has ensured the continuation of culture and traditional practices.

We are committed to genuinely partner, and meaningfully engage, with Victoria's Traditional Owners and Aboriginal communities to support the protection of Country, the maintenance of spiritual and cultural practices and their broader aspirations in the 21st century and beyond.



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Front cover photo: Pink-eared ducks, McDonalds Swamp (*Malacorhynchus membranaceus*) (source: Peter O'Toole)

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OFFICIAL

Abundance estimates for game ducks in Victoria: results from the 2022 aerial and ground surveys

David S.L. Ramsey and Ben Fanson

Arthur Rylah Institute for Environmental Research
123 Brown Street, Heidelberg, Victoria 3084

**Arthur Rylah Institute for Environmental Research
Technical Report Series No. 357**

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Summary

Context:

In Victoria, eight species of native duck are subject to legal recreational harvest: Grey Teal (*Anas gracilis*), Pacific Black Duck (*Anas superciliosa*), Australian Wood Duck (*Chenonetta jubata*), Australian Shelduck (*Tadorna tadornoides*), Pink-eared Duck (*Malacorhynchus membranaceus*), Chestnut Teal (*Anas castanea*), Hardhead (*Aythya australis*), and Australasian Shoveler (*Anas rhynchotis*) (hereafter called game ducks), with the latter two species not able to be legally harvested in 2022. Comprehensive surveys of game ducks in Victoria are required to implement adaptive harvest management (Ramsey *et al.* 2017). A survey design suitable for estimating the statewide abundance of game duck species was recently developed (Ramsey 2020), with the initial pilot survey conducted in late 2020 (Ramsey and Fanson 2021). A revised survey design incorporating recommended improvements (Prowse and Kingsford 2021) was implemented in October 2021. This report details the results of the statewide aerial and ground survey of game ducks in Victoria conducted during 2022.

Aims:

The aims of this report were to (i) estimate the amount of surface water in the major waterbody types in Victoria for the period when surveys were undertaken to define the amount of suitable habitat available for game ducks, and (ii) conduct an analysis of the monitoring data from the aerial and ground surveys of game ducks to estimate the abundance of each game species within the main habitat types in Victoria.

Methods:

Waterbodies, selected using a stratified random sampling design, were subject to aerial surveys during mid-November to mid-December 2022. At each waterbody, two observers on the left side of the aircraft (one forward and one rear) conducted counts of game ducks at each waterbody independently. Ground surveys were conducted for those waterbodies that could not be surveyed from the air due to airspace or safety restrictions. Ground surveys used a similar double-observer method. The abundance of game duck species at each sampled waterbody was estimated using a zero-inflated N-mixture model and Bayesian inference.

Estimates of surface water area for water bodies in Victoria (wetlands, dams, sewage treatment ponds, rivers and large streams) were derived from the most recent Landsat and Sentinel-2 satellite imagery at the time of the surveys to derive the number of waterbodies of each type in Victoria containing surface water. Design-based, finite sampling methods were then used to extrapolate estimates from sampled water bodies to the number of available waterbodies with surface water of each type to derive statewide estimates of abundance for each game duck species. Additionally, model-based procedures were also used to derive statewide abundance estimates for each species. Model-based estimates have the advantage of being able to use survey data collected using non-random sampling designs but have the disadvantage of relying on a stronger set of assumptions compared to design-based approaches.

Results:

A total of 883 waterbodies were subject to aerial (821) or ground surveys (62). Of these, 870 were observed to contain surface water, and the counts of game duck species on these were used to estimate their abundance on each waterbody using the zero-inflated N-mixture model. Counts of game duck species were sufficient to estimate the abundances for five species (Australian Shelduck, Australian Wood Duck, Grey Teal, Chestnut Teal and Pacific Black Duck). Counts for Hardhead, Pink-eared Duck and Australasian Shoveler were too few (< 50) for robust analysis.

Surface water estimates for Victoria revealed that the amount of surface water in dams, wetlands and sewage ponds increased by 58% compared with surface water estimates for 2021. Surface water estimates did not include temporary waterbodies (e.g., floodplains, paddocks) that contained water due to the floods experienced in Victoria during spring 2022. Design-based estimates of the total abundance of the five species indicated that the population of game ducks on dams, wetlands, sewage ponds, rivers and streams in Victoria was 2,410,000 (95% confidence interval: 1,873,500– 3,100,100).

Australian Wood Duck was the most numerous game species (c. 1,140,000), followed by Pacific Black Duck (c. 574,000), Grey Teal (c. 460,000), Australian Shelduck (c. 205,000) and Chestnut Teal (c. 30,000). Precision of the overall design-based estimate of abundance was good, with a 13% (0.13) coefficient of variation, within the target threshold of 15%. Model-based estimates of abundance were around 20% lower than the design-based estimates, giving an estimate of 1,900,300 game ducks. However, model-based estimates tended to be more precise than the corresponding design-based estimates.

Conclusions and implications:

The abundance estimates for some of the main game species, Grey Teal, Chestnut Teal and Australian Shelduck, have decreased compared with the 2021 survey while abundance for Pacific Black Duck has increased. Estimates for Australian Wood Duck were similar to those in 2021. The decreases noted for some species should be interpreted in light of the large increases in surface water experienced in the Murray Darling Basin during 2022, which provided an abundance of alternative habitat for game ducks, both in Victoria (e.g., floodplains) and interstate. As much of this habitat is outside the sampling frame used for the current survey, a more complete picture of game duck populations will need to incorporate surveys of key habitat outside Victoria. This could be undertaken by expanding the helicopter aerial surveys and/or incorporating data from the Eastern Australian Waterbird Survey.

Recommendations:

To strengthen the Victorian game duck survey to ensure robust estimates of abundance that will be suitable for use in Adaptive Harvest Management, it is recommended that:

- The current number and locations of surveyed waterbodies (~880) should be retained and used for future surveys. However, some adjustments to locations of some waterbodies will be required to align these with the latest satellite imagery collection (DEA 2.0).
- To provide more confidence in model-based predictions, undertake investigations to help remove any structural inadequacies in the model fitted to the counts of game ducks by investigating additional variables that might explain variation in counts.
- To investigate methods for expanding the current sampling frame to include key game duck habitat in New South Wales and South Australia (by expanding the current helicopter aerial survey) and investigate methods for calibrating data from the Eastern Australian Waterbird Survey.
- To improve the accuracy of surface water area estimates for farm dams by incorporating any updates to the spatial vector layer(s) recording farm dam locations.

1 Introduction

In Victoria, six species of native duck are currently subject to legal harvest: Grey Teal (*Anas gracilis*), Pacific Black Duck (*Anas superciliosa*), Australian Wood Duck (*Chenonetta jubata*), Australian Shelduck (*Tadorna tadornoides*), Pink-eared Duck (*Malacorhynchus membranaceus*) and Chestnut Teal (*Anas castanea*). Hardhead (*Aythya australis*) and Australasian Shoveler (*Anas rhynchos*) are not able to be legally harvested in 2022. The Victorian Government manages recreational duck hunting sustainably by setting seasonal daily bag limits for each species, as well as the timing of the start and end of the hunting season (i.e., season length). These arrangements can change each year, depending on the information available about the status of populations and the prevailing environmental conditions. The main source of information used to inform the population status of game ducks is the Eastern Australian Waterbird Survey (EAWS) (Kingsford and Porter 2009). There is also some reliance on regional game duck surveys conducted in parts of South Australia (Anon 2016) and in the Riverina district of New South Wales (Vardanega *et al.* 2021). The Victorian Priority Waterbird Count (Menkhorst *et al.* 2019) includes annual surveys of up to 200 wetlands across Victoria. However, these surveys are conducted just before the start of the hunting season and are used primarily for identifying locations of threatened species or breeding colonies that may warrant site-specific management, including closure to hunting.

Comprehensive surveys for estimating the statewide abundance of game duck species are vital if an adaptive harvest management framework (e.g., Nichols *et al.* 2007) is to be adopted for managing the recreational harvest of game ducks (Ramsey *et al.* 2017). However, the Victorian Priority Waterbird Counts and EAWS have inadequate coverage and/or sampling designs for Victorian waterbodies to enable a robust estimation of duck abundances across the state. In addition to the undertaking of surveys at a sample of waterbodies, estimation of the abundance of game ducks across the state would also require an estimate of the availability of surface water for each of the waterbody types considered to provide suitable game duck habitat during the period within which the surveys are undertaken. Surface water can now be regularly determined by applying appropriate algorithms to satellite imagery (e.g., Pekel *et al.* 2016; Mueller *et al.* 2016).

Sampling designs and survey methods suitable for estimating the abundances of game ducks on waterbodies in Victoria were identified by Ramsey (2020). Game duck habitat waterbodies were stratified into types (wetlands, dams, sewage treatment ponds), size classes (<6 ha, 6–50 ha, >50 ha) and bioregions (North, South, East, West). Following a pilot study of the survey design in 2020, an independent review of the survey design and methods was undertaken (Prowse and Kingsford 2021) which led to some improvements to aerial survey methods and analysis. Briefly, these included:

- increasing the sample size of the waterbodies, including large wetlands
- including waterways (rivers, large streams) as additional strata and adding large storage dams to the sampling design
- increasing the coverage of waterbodies throughout the state by including ground counts on waterbodies where it was not feasible to conduct aerial surveys
- including methods for obtaining separate abundance estimates for Grey and Chestnut Teal
- modification to the aerial survey methods involving partial counts of large waterbodies to ensure the main waterbody as well as edge is counted
- investigating alternative models for improving the detection probabilities of game ducks by observers

The revised survey design was then implemented during October/November 2021, sampling approximately 750 waterbodies across the state (Ramsey and Fanson 2022). The analysis of the 2021 game duck survey recommended some further improvements to the survey design including increasing the sample size of waterways (river and stream segments). Accordingly, the Victorian Game Management Authority implemented the revised survey design during mid-November to early-December 2022. This report summarises the results from the 2022 aerial and ground surveys of game ducks in Victoria.

1.1 Objectives

The aim of this study was to conduct an analysis of the aerial and ground survey data for game ducks, undertaken during 2022, to provide estimates of the abundance of each species of game duck. This was achieved through the following objectives:

- Estimate the current amount of surface water available for use by game ducks within Victoria, using the most recent satellite imagery (LandSat and Sentinel2) combined with vector layers of waterbodies (including farm dams and rivers/streams).
- Analyse the aerial and ground survey data in conjunction with the estimates of surface water availability, to estimate the abundance and distribution of each game duck species in Victoria.
- Identify modifications to the survey design that would lead to improvements in the statewide estimates, if required.

2 Methods

2.1 Estimates of surface water availability

To extrapolate the estimates of abundance of game ducks at sampled waterbodies to obtain regional or statewide estimates of abundance, an estimate is required of the surface water availability for the period within which the surveys were undertaken. Waterbodies in Victoria were stratified according to waterbody type and size class, with the number of waterbodies within each stratum containing surface water used to set the sampling frame. The sampling frame is the total number of objects that could be subject to sampling and is also the target of estimation. In other words, estimates of duck abundance obtained from each of the sampled waterbodies are then extrapolated to all waterbodies in the sampling frame to obtain an estimate of the total abundance. It follows that the sampling frame also delimits the total size of the regional duck population, which may exclude ducks residing in habitats that are outside the sampling frame and therefore not sampled. For the 2022 survey, surface water types estimated included wetlands, dams, sewage treatment ponds, rivers and large streams. Irrigation channels, estuaries and small streams were excluded from the surface water estimates. Irrigation channels were excluded as the available spatial data on the locations of channels contained too many spatial errors to be a reliable indicator of water availability and small streams (i.e., width < 5 m) were excluded as these could not be reliably surveyed from the helicopter. Since estimates of surface water will change each year due to prevailing environmental conditions and rainfall patterns, the sampling frame will also change each year and must be re-estimated.

Surface water estimates were derived from GIS layers to quantify the number and size of waterbodies and rivers/streams in Victoria (Figure 1). For wetlands and sewage ponds, we utilized the Digital Earth Australia (DEA) waterbody layer ('DEA' – <https://www.dea.ga.gov.au/>) derived from LandSat imagery taken every 16 days. This layer defines the wetland boundaries (waterbody's spatial area) and uses Water Observation from Space (WOfS) (Mueller *et al.* 2016) to estimate water surface area over time. WOfS uses a machine learning algorithm for classifying surface water in Australia and has been shown to have good accuracy (~97%) (Mueller *et al.* 2016). After obtaining the waterbody polygons and surface water areas, we used an additional spatial layer (VIC_hydro - <https://www.data.vic.gov.au/>) to assign waterbody attributes. At this stage, this process excludes rivers and streams, which are dealt with separately.

As WOfS uses LandSat which has a ~30m pixel size, it uses an area threshold of 2700m² (0.27ha); detection of surface water for waterbody areas below this threshold area is not reliable. However, many farm dams are below this area threshold and therefore, we used a Victorian farm dam spatial layer to obtain polygons for all farm dams present pre-2015. After removing any duplicates between the datasets, we then used Sentinel 2 ('S2') satellite imagery (taken every 5 days) for the polygon to assess presence of water (Figure 1A). Sentinel 2 uses a Normalized Difference Water Index – NDWI for the detection of surface water (Mueller *et al.* 2016). For both WOfS and S2 imagery, we obtained the most recent estimate of surface water extent for each waterbody at the time of the aerial and ground surveys as well as the average of the three most recent observations.

Finally, for rivers and streams we used the Index of Stream Conditions (ISC) project to define the major river system (Figure 1B). This project mapped streambeds using LiDAR and hence has stream spatial areas (Quadros *et al.* 2011). Small streams in dense forest are missing from this dataset. For the sampling frame, we divided the river network lines into 1-km segments and then used these segments to extract out the overlapping riverbed to obtain surface area. We then use flow gauge information to assess flowing conditions in the river/stream around the time of the survey, which was supplemented by satellite imagery from S2.

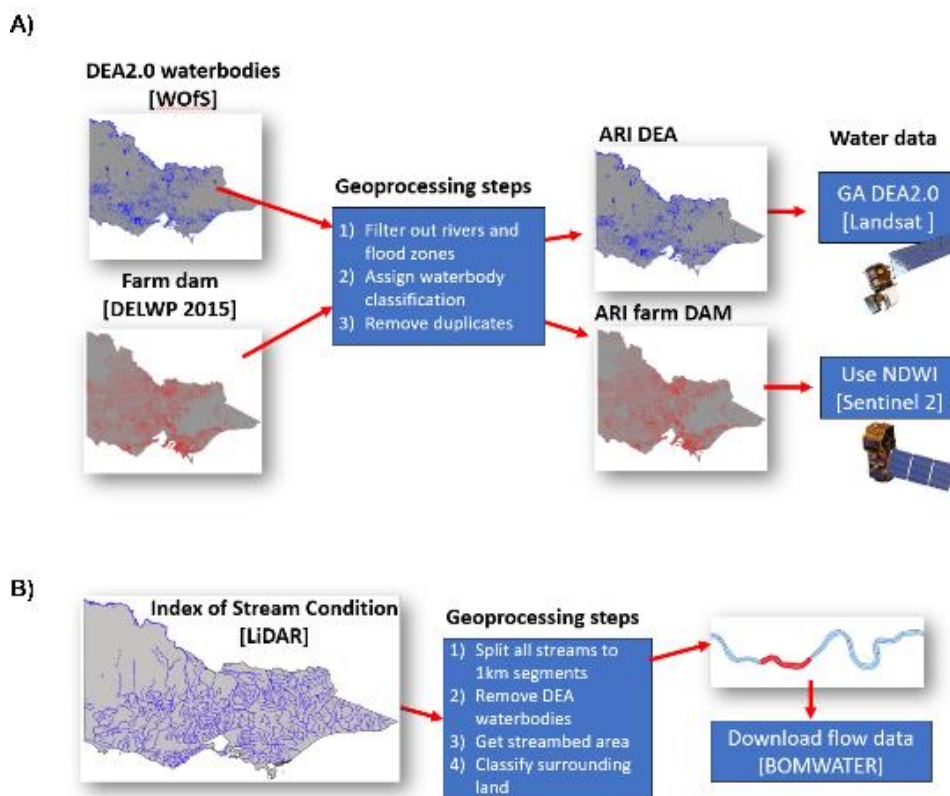


Figure 1. Overview of the waterbody (A) and river/stream (B) GIS layers and processing steps used to derive estimates of the number of waterbodies, rivers and streams with surface water in Victoria.

2.1.1 Updating the DEA waterbody layer to version 2.0

During the last year, the DEA waterbody Version 1.0 (Geosciences Australia) was updated to Version 2.0 (Krause *et al.* 2021). The main difference in versions is that the underlying Landsat data for delineating waterbodies changed (collection 3; see details “DEA Waterbodies v2” in (<https://cmi.ga.gov.au/data-products/dea/693/dea-waterbodies-landsat#details>) as well as the water classification algorithm (switched to *DEA Waterbody Observations*) that improved the water detection algorithm (e.g., dealing with terrain, solar incidence issues and shadowing).

This change resulted in pixel size changing from 25m to 30m and hence all waterbody polygons were redrawn in the new version. These revisions resulted in the following changes: 1) waterbodies having new boundaries; 2) the grouping of previously separate polygons into single waterbody; 3) splitting of waterbodies into multiple waterbodies; and 4) creation of new waterbodies and/or loss of waterbodies. Furthermore, the minimal polygon size decreased to 2700m² (3 pixels of 30m) from the previous 3,125m² (5 pixels of 25m) due to improved detection ability.

2.2 Selecting the sample of waterbodies

Following the recommendations in Ramsey and Fanson (2022), sample selection for the 2022 survey was modified by increasing the sample size of waterways (rivers/streams) to 100. Otherwise, most (99%) of the waterbodies sampled during the 2021 survey were sampled again in 2022. Strata consisted of waterbodies of different types, including wetlands, dams, sewage treatment ponds, and waterways (rivers and large streams), which were also categorised according to size class (<6 ha, 6–50 ha, >50 ha). Size classes for waterways were calculated by multiplying the segment length (1-km) by the width of the segment. Waterbodies were further stratified into four broad geographic regions in the state (North, South, East and

West). Further details of the stratification of waterbodies across Victoria can be found in Ramsey and Fanson (2021).

2.3 Aerial and ground sampling of game ducks

Aerial sampling of each waterbody was undertaken from a Squirrel AS-350 helicopter. Two observers on the left side of the aircraft (one forward and one rear) conducted counts of game ducks at each waterbody independently. For smaller waterbodies and farm dams, each waterbody was approached, and counts were conducted while the aircraft completed a low circuit around the waterbody circumference at a height of around 30–50 m. For some of the largest waterbodies (>50 ha), only a portion of the waterbody, usually 30% (selected at random), was surveyed by flying inside the perimeter of the waterbody and counting towards the waterbody edge and then towards the waterbody center. This addresses the propensity of ducks to concentrate on the shoreline, sometimes in clumped aggregations, and avoids under-estimating density by only counting the shoreline. The counts for each observer for the entire surface area were then imputed using the proportion of the waterbody surveyed.

Ground surveys of waterbodies that could not be sampled from the air due to airspace or other safety restrictions were undertaken using a similar double-observer methodology with two observers working independently with the aid of a spotting scope. For large wetlands subject to ground surveys, counts were obtained from multiple vantage points to maximise the coverage of the surface water of the wetland. Where coverage was incomplete, counts were again adjusted using the same imputation method as used for aerial surveys.

Since aerial surveys cannot distinguish between female Chestnut Teal and Grey Teal, ground surveys were used to estimate the ratio of male/female Chestnut Teal and this ratio was then used to adjust aerial counts of Chestnut and Grey Teal. Counts of male and female Chestnut Teal on waterbodies surveyed from the ground were used to determine the mean ratio of male/female Chestnut Teal. This ratio was subsequently used to adjust the counts of Chestnut Teal counted during aerial surveys, which only included observations of males. Only waterbodies where both Grey Teal and male Chestnut Teal were counted during aerial surveys were subject to this adjustment. The adjusted Chestnut Teal count was calculated by dividing the aerial count of male Chestnut Teal by the male/female Chestnut Teal ratio to determine the expected number of female Chestnut Teal that were likely present but included in the Grey Teal count. This expected number was then added to the Chestnut Teal count and subtracted from the Grey Teal count.

2.4 Abundance estimation

2.4.1 Waterbody level estimates

The two independent replicate counts of game ducks at each sampled waterbody were used to estimate the abundance of ducks at each waterbody, corrected for imperfect detection (birds missed by the observers) using a zero-inflated N-mixture model (Royle 2004; Ramsey and Fanson 2021). The standard N-mixture model has two components: an abundance component, representing the true (but unknown) number of ducks present on each waterbody at the time of the survey, and a detection component, representing the measurement (detection) error, consisting of an estimate of the fraction of birds that were present but missed by the observers. The abundance component can also be a function of the covariates likely to explain variation in abundance between waterbodies, such as waterbody type, size class, and geographic region. Likewise, the detection component can also depend on covariates that affect the detection process, such as the presence of vegetation, or glare from the water surface. The standard N-mixture model was modified to account for the presence of excess zeros in the count data, caused by some waterbodies being unsuitable for ducks at the time of the survey, by adopting a zero-inflated Poisson (ZIP) distribution for the counts. Hence, this model includes a component that accounts for the probability that ducks are present on the waterbody at the time of the survey. This N-mixture ZIP model was similar to that used by Ramsey and Fanson (2021).

The covariates used to potentially explain the variation in abundance of ducks were waterbody type, size class, and bioregion, with the probability of presence considered to depend on the same set of attributes. Detection probability was modelled as a function of the presence of glare from the water surface, habitat type

(open, reeds or woodland), waterbody size class, survey type (aerial or ground), and the interaction of survey type with habitat and size class. The parameters for the covariates for abundance and presence probability were estimated separately for each duck species, while the parameters for the probability of detection were common to the different species of ducks. The N-mixture ZIP model was estimated in a Bayesian framework using Hamiltonian Markov chain Monte Carlo (MCMC) methods in Stan (version 2.21.2) using RStan in R (Carpenter *et al.* 2017). Weakly informative prior distributions were used for all parameters in the model specified as $N(0, 5)$. A total of 3000 MCMC iterations were run for the model, using 5 chains, with the first 1000 iterations considered to be 'warmup' (tuning) iterations and discarded. This left a total of 10,000 samples for each parameter to form the inference.

2.4.2 Statewide abundance estimates

Predictions of game duck abundance for the entire sampling frame (i.e., waterbodies containing water within Victoria) were made using a design-based approach (Thompson 1992). Design-based estimates of total abundance were obtained by using predicted abundance for each sampled waterbody derived from the fitted model (section 2.4.1). The predicted abundance and associated variance were then used to produce design-based estimates of the total abundance and variance of game ducks for the entire sampling frame. To account for the unequal probability sampling designs used here, total abundance of ducks was estimated using a Horvitz–Thompson type estimator (Horvitz and Thompson 1952) with inclusion probabilities for waterbodies in each stratum calculated as inversely proportional to their availability in the sampling frame. This necessarily requires that inclusion probabilities be rescaled when the size of the sampling frame changes (i.e., due to drying and/or filling of waterbodies). Variance estimates were adjusted in a similar way (Hankin 1984; Skalski 1994). Further details of this sampling design and the estimators are provided in Appendix A.

In addition to design-based estimates, we also derived estimates of total abundance of game ducks using a model-based approach. The advantages of a model-based approach are that it can be used to predict abundance in areas outside the sampling frame and can use data collected from non-random sampling designs, which are properties that are not possible with design-based procedures. However, model-based approaches can produce biased estimates of abundance if a poor model is used for prediction. The model-based approach was undertaken by predicting the expected abundance for every waterbody in the sampling frame (i.e., both sampled and unsampled), conditional on their covariate values (waterbody attributes and region) using the fitted N-mixture ZIP model relationship for each species (section 2.4.1). The variance of the total abundance estimate was estimated using posterior predictive simulation based on the posterior distributions of the estimated parameters from the fitted model (Gelman and Hill 2007). A total of 1000 posterior estimates of total abundance were calculated for each species and used for inference.

3 Results

3.1 Survey summary

Aerial and ground surveys of game ducks were undertaken from 25 November – 13 December 2022. A total of 883 waterbodies were successfully surveyed, with 821 waterbodies surveyed from the air and a further 62 surveyed from the ground (Table 1, Figure 2). Not all the scheduled waterbodies could be sampled due to access issues (ground surveys) or the presence of obstructions impeding the safe approach of the helicopter (aerial surveys). A total of 808 of the 821 waterbodies subjected to aerial survey were observed to have surface water (98%), with the remaining either being dry or not present at the identified location. No waterbody was observed to be completely dry during the ground surveys.

From the ground surveys, a total of 744 Chestnut teal were observed from 24 waterbodies where at least one male Chestnut Teal was present. The maximum counts of male and female Chestnut Teal on these waterbodies were then used to estimate the male:female sex ratio. The mean numbers of male and female Chestnut Teal observed were 12 and 18, respectively, giving a male:female sex ratio of 0.67 (SE = 0.085). This value was subsequently used to adjust the counts of Grey and Chestnut Teal from the aerial surveys.

Table 1. Waterbodies sampled by aerial and ground surveys during 2022. The numbers of these waterbodies observed with surface water are given in parentheses.

Waterbody type	Aerial	Ground	Totals
Dams	210 (205)	18 (18)	228 (223)
Sewage ponds	4 (4)	31 (31)	35 (35)
Wetlands	514 (506)	13 (13)	527 (519)
Rivers/Streams	93 (93)	0	93 (93)
Total	821 (808)	62 (62)	883 (870)

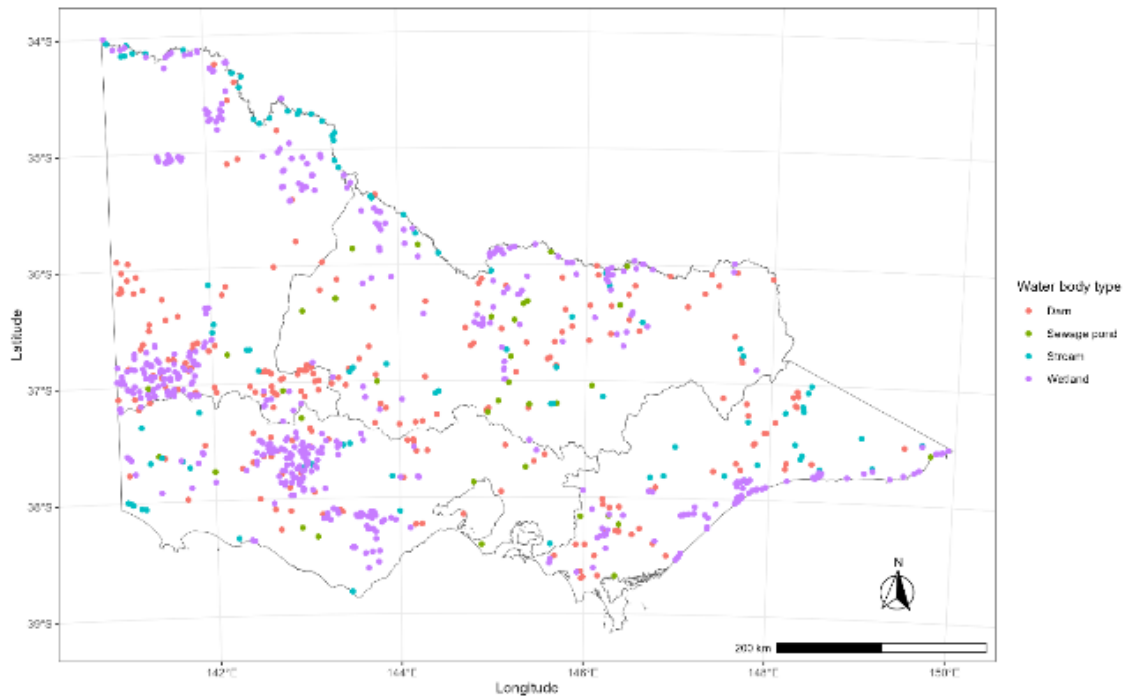


Figure 2. Locations of the 883 waterbodies (Dams, Sewage ponds, Wetlands and Rivers/Streams) that were subject to aerial and ground sampling during November-December 2022. Bioregion boundaries are (clockwise from top left), West, North, East and South.

3.2 Surface water availability

The number of waterbodies (dams, sewage ponds, wetlands and rivers/streams) categorised as containing surface water following calibration of the satellite imagery was estimated at 251,734 (Table 2). This was 59% higher than estimated for the previous survey in 2021 (171,210), mainly due to the very wet conditions experienced in Victoria over the spring of 2022. Overall, surface water availability in wetlands and dams, increased by 58% compared to 2021 resulting in a total surface water area of 245,737 ha (Figure 3).

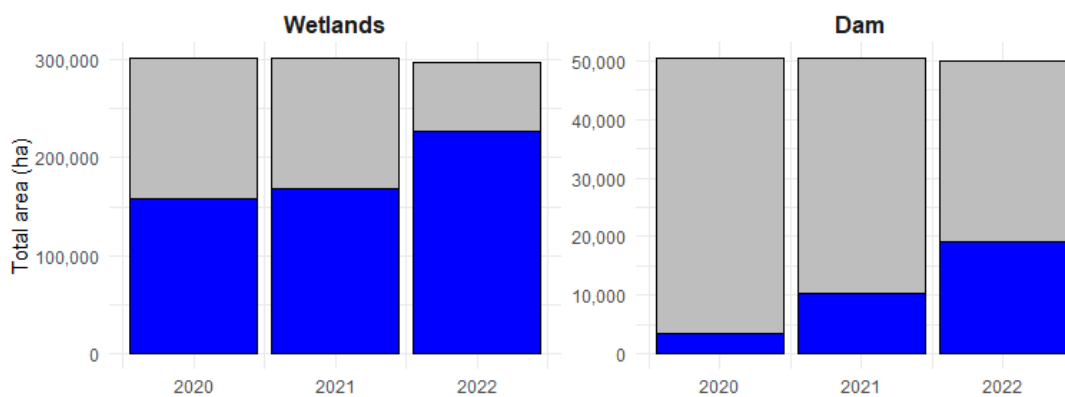


Figure 3. Temporal changes in surface water availability in wetlands and dams over the last 3 years.

Table 2. Number of mapped waterbodies determined as containing surface water during the spring 2022 period.

Waterbody type	Size class			Totals
	<6 ha	6–50 ha	>50 ha	
Dams	251,546	130	58	251,734
Sewage ponds	46	55	9	110
River/Streams	11,919	1,938	0	13,857
Wetlands	5,716	1,668	422	7,806
Totals	269,227	3,791	489	273,507

3.2.1 Calibration of surface water predictions

During the conversion from DEA1.0 to DEA2.0, there were 29 waterbodies that were present in DEA1.0 but completely missing in DEA2.0 (e.g., no overlap with DEA2.0 polygon). Hence, calibration results are presented only for waterbodies that were linked to DEA2.0 objects as these had estimates of surface water (Table 3). The results from the calibration of the Sentinel-2 satellite imagery with the observations of surface water for each sampled waterbody suggested that correct predictions of wet waterbodies were high (>95%) for wetlands and sewage ponds and slightly lower for river/stream segments (92%) and dams (88%). Conversely, none of the dry wetlands and only 80% of dry dams were correctly predicted (Figure 4a). However, the latter result is difficult to interpret as the sample size of dry dams was very low (5) (Table 3). Examining the calibration results using the DEA2.0 surface water estimates showed that correct predictions of wet waterbodies were excellent (100%) for dams and sewage ponds and high (92%) for wetlands (Figure 4b). Correct predictions of dry wetlands were 67% accurate, but as for the Sentinel-2 results, the sample size of dry wetlands was very low (6) (Figure 4b).

Table 3. Summary of waterbody types with observations of surface water presence (Wet) or absence (Dry) from aerial surveys. Only DEA1.0 wetlands objects linked to a DEA2.0 objects are included.

Waterbody type	Wet	Dry
Dams	219	5
River/Stream	92	0
Sewage ponds	35	0
Wetlands	497	6
Total	843	11

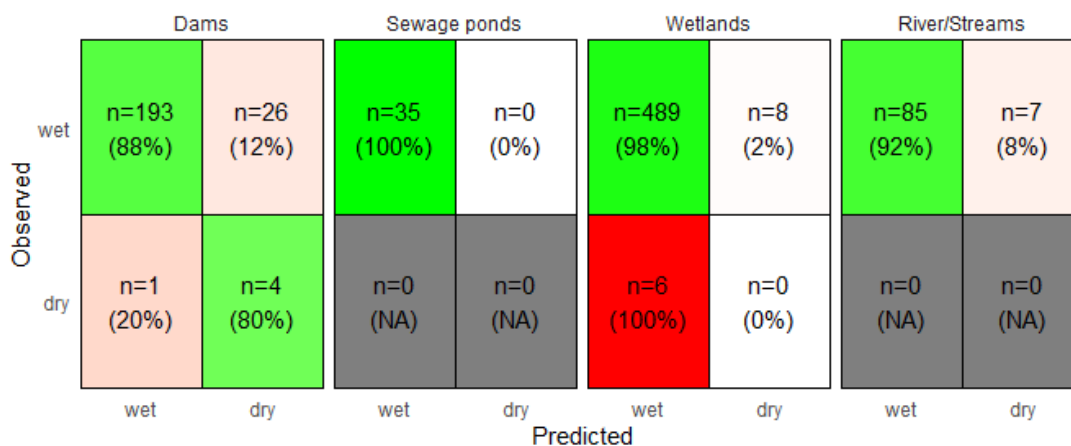


Figure 4a. Confusion table for observed (actual) vs predicted (Sentinel-2) surface water presence for (small) dams, sewage ponds, wetlands rivers/streams and storage dams. Red indicates incorrect predictions and green indicates correct predictions, with shading indicating relative (in)accuracy. White and grey indicates no data. Wet = surface water present; Dry = surface water absent.

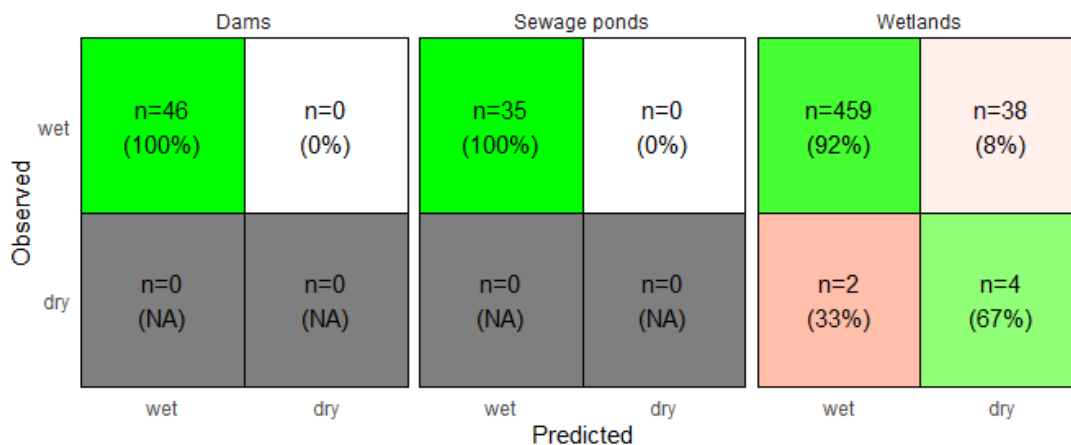


Figure 4b. Confusion table for observed (actual) vs predicted (DEA2.0) surface water presence for (large) dams, sewage ponds, wetlands, rivers/streams and storage dams. Red indicates incorrect predictions and green indicates correct predictions, with shading indicating relative (in)accuracy. White and grey indicates no data. Wet = surface water present; Dry = surface water absent.

3.3 Waterbody level abundance estimates

The total counts of game ducks (based on the maximum observed in each waterbody) on the 870 waterbodies with surface water are presented in Table 4. Australian Shelduck were the most numerous species counted, followed by Grey Teal and Pacific Black Duck. In contrast, the least numerous species counted were Australasian Shoveler, Hardhead and Pink-eared Duck, which all had less than 50 individuals counted (Table 4). Counts were higher within the South and West bioregions compared with the North and East (Table 5).

The monitoring data were adequate for estimating the abundance for five of the eight species of game duck; Grey Teal, Chestnut Teal, Australian Wood Duck, Australian Shelduck and Pacific Black Duck. The counts for the Australasian Shoveler, Pink-eared Duck and Hardhead were too low for robust analysis. The N-mixture ZIP model (section 2.4.1) appeared to be a good fit to the aerial and ground survey data for each species, with posterior predictive distributions indicating strong positive relationships (Figure 5). The Bayesian R^2 values (Gelman *et al.* 2019) were high for all species (GT = 0.91; WD = 0.90; AS = 0.94; PBD =

0.93; CT = 0.96). In particular, the fits indicated adequate prediction of the proportion of waterbodies with zero ducks, as well as of the mean duck abundance (Appendix B). However, the models generally showed some negative bias in the predicted standard deviation and maximum count, indicating some residual overdispersion that was unaccounted for in the model (Appendix B). However, attempts to add additional structure to this model by adding random effects proved to be unsuccessful due to lack of convergence of the MCMC chains.

Table 4. Total counts of each species by waterbody type and size class. The maximum of the two counts for each waterbody was used to calculate the total. Species codes are: GT = Grey Teal; CT = Chestnut Teal; WD = Australian Wood Duck; PBD = Pacific Black Duck; AS = Australian Shelduck; HH = Hardhead; PED = Pink-eared Duck; BWS = Australasian Shoveler. *n* = number of waterbodies with surface water.

Waterbody type	Size class	<i>n</i>	GT	WD	AS	PBD	CT	HH	PED	BWS
Dams	<6 ha	178	90	347	71	138	1	0	0	0
	6–50 ha	26	113	116	48	37	68	1	0	0
	>50 ha	19	79	195	67	321	37	0	0	0
Sewage ponds	<6 ha	11	43	14	41	5	182	0	2	3
	6–50 ha	20	340	113	359	53	437	14	23	5
	>50 ha	4	57	62	191	0	64	7	12	1
Streams	<6 ha	62	203	304	0	172	35	0	0	0
	6–50 ha	31	102	76	20	49	4	0	0	0
Wetlands	<6 ha	167	402	364	133	277	155	0	0	0
	6–50 ha	189	780	508	630	719	258	2	3	0
	>50 ha	163	2541	450	6500	2957	986	17	7	0
Total		870	4750	2549	8060	4728	2227	41	47	9

Table 5: Total counts of each species by bioregion. The maximum of the two counts for each waterbody was used to calculate the total. Species codes are: GT = Grey Teal; CT = Chestnut Teal; WD = Australian Wood Duck; PBD = Pacific Black Duck; AS = Australian Shelduck; HH = Hardhead; PED = Pink-eared Duck; BWS = Australasian Shoveler. *n* = number of waterbodies with surface water.

Bioregion	<i>n</i>	GT	WD	AS	PBD	CT	HH	PED	BWS	Total
East	147	774	480	772	697	938	1	0	7	3669
North	203	1252	739	842	1063	644	21	23	2	4586
South	226	1438	340	5011	1874	546	5	22	0	9236
West	294	1286	990	1435	1094	99	14	2	0	4920

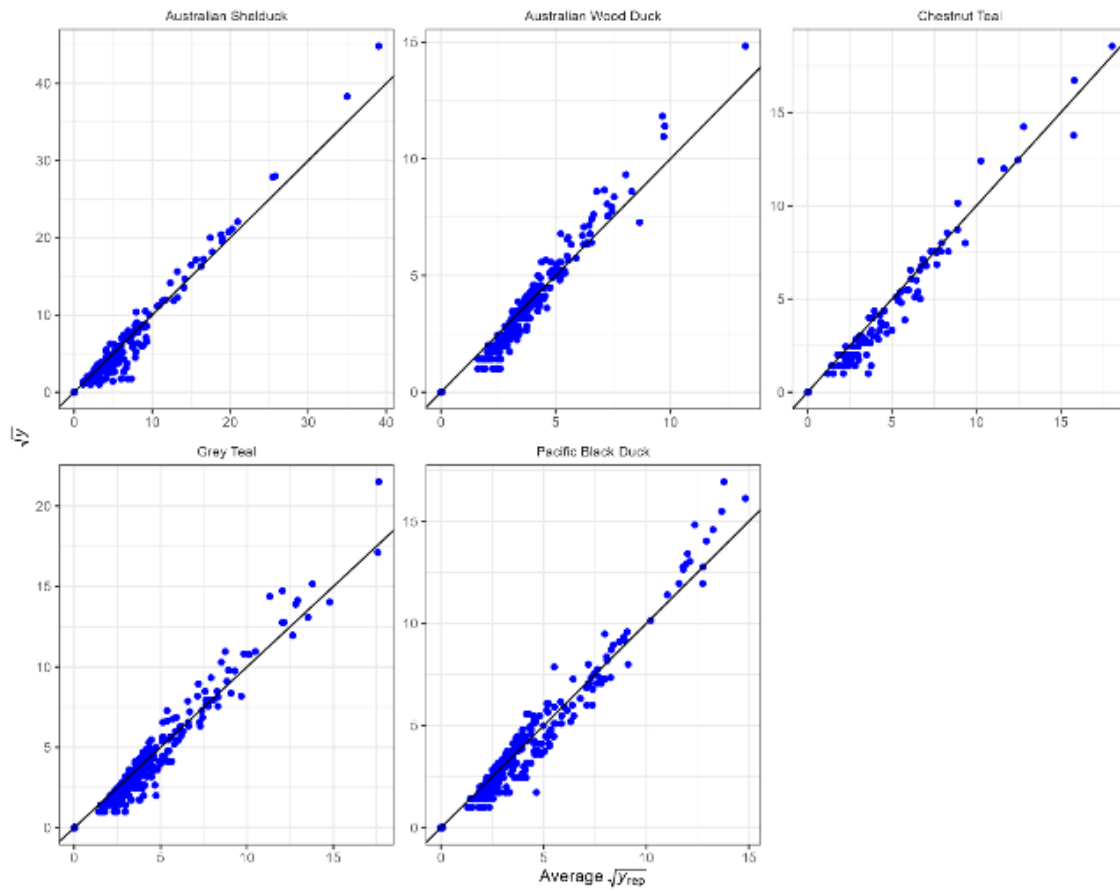


Figure 5: Posterior predictive distributions of the counts of five game duck species. y = observed counts (sum of both observers); y_{rep} = average predicted count from the fit of the zero-inflated N-mixture model. The predicted and observed counts were square root transformed to aid the visibility of the small counts. The black line shows a 1:1 relationship.

Detection probability of ducks was lower during aerial surveys compared with ground surveys with the magnitude of the difference dependent on habitat and waterbody size class (Figure 6). Aerial detection probability was highest on small (< 6 ha) and large (> 50 ha) waterbodies in open habitat (0.64 – 0.66) and was lowest on wooded habitat on mid-size (6-50 ha) waterbodies (0.30). In contrast, ground detection probability was highest on open and wooded habitat on small (< 6 ha) and medium (6-50 ha) waterbodies (0.82 – 0.87) and lowest on reed habitat on large (> 50 ha) waterbodies (0.43) (Figure 6). Compared with habitat or waterbody size class, the presence of glare on the water surface appeared to have a relatively minor influence on detection probabilities (Figure 6).

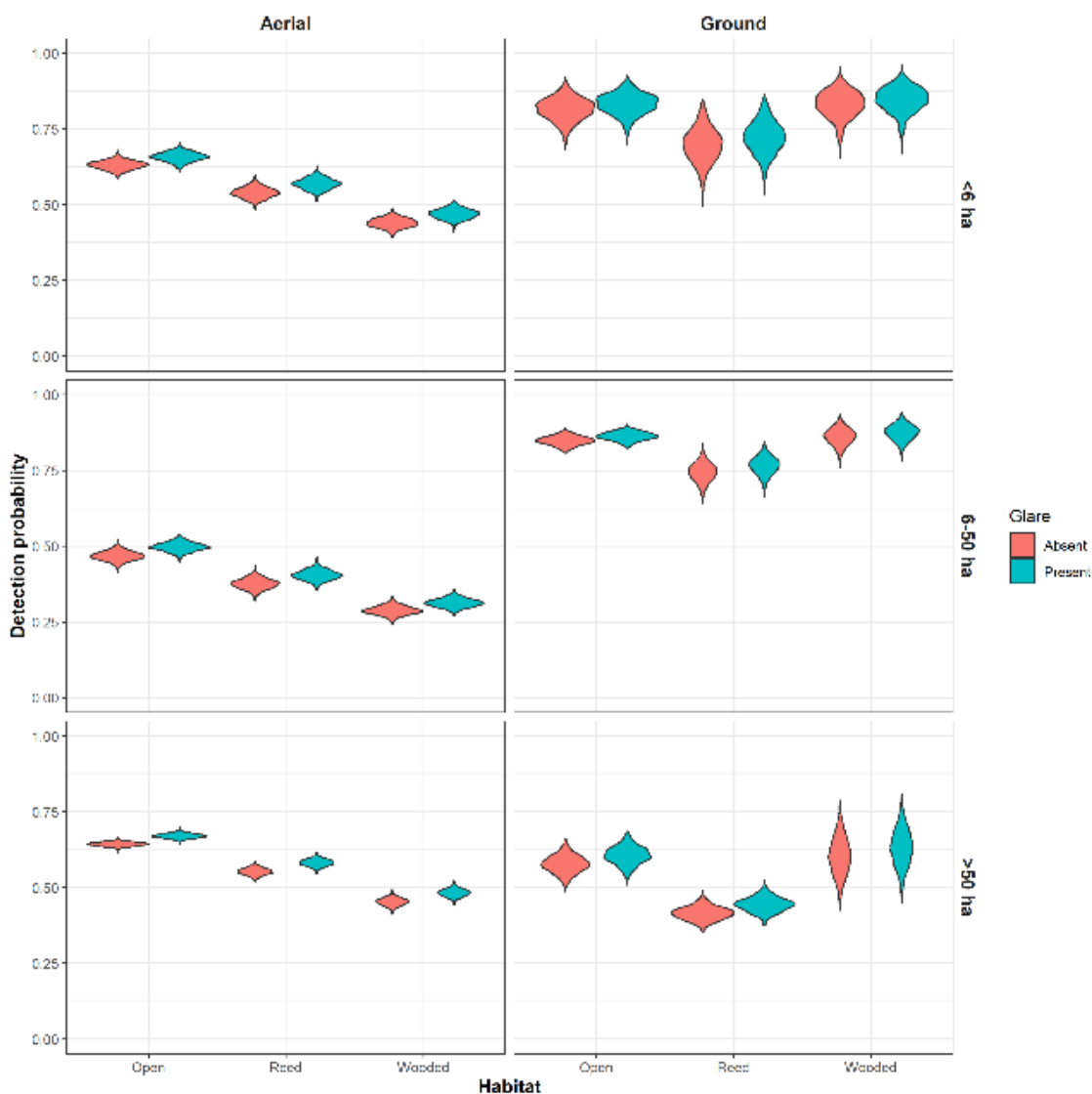


Figure 6. Detection probabilities of game ducks from aerial and ground surveys by habitat type and waterbody size class (<6 ha; 6–50 ha; >50 ha) in the presence or absence of glare from the water surface.

3.4 Statewide abundance estimates

3.4.1 Design-based estimates

Design-based estimates of total abundance indicated that the population of game ducks on dams, wetlands, sewage ponds and rivers/streams in Victoria was 2,410,000 (Table 6). Australian Wood Duck were the most numerous game species (1,140,100), followed by Pacific Black Duck (574,400) and Grey Teal (460,200) (Table 6). The precision of the overall estimate of abundance was good, with a 13% coefficient of variation, within the target threshold of 15% identified by Ramsey and Fanson (2021) as being of adequate precision. The precision of the estimates for the main individual game species, however, was variable. While the coefficients of variation for Pacific Black Duck and Chestnut Teal were close to the nominal target of 15%, those for Australian Shelduck, Australian Wood Duck and Grey Teal were higher than 20%. In particular, the estimate for Grey Teal was rather imprecise with a coefficient of variation of 30%.

3.4.2 Model-based estimates

The estimate of the total abundance of game ducks using the model-based approach was approximately 21% lower than the design-based estimate at 1,900,300 (Table 7). Estimates for all species, except for Chestnut Teal, were lower than the equivalent design-based estimates (Table 7). The precision of the overall model-based estimate of abundance was excellent, with a 6% coefficient of variation. The precision of the estimates for individual species was also good, with only the precision for Chestnut Teal exceeding 15% (Table 7).

Table 6: Summary of design-based estimates of total abundance of five game duck species in Victoria. GT = Grey Teal; CT = Chestnut Teal; WD = Australian Wood Duck; AS = Australian Shelduck; PBD = Pacific Black Duck; HH = Hardhead; PED = Pink-eared Duck; SE = standard error; CV = coefficient of variation; LCL = lower 90% confidence limit; UCL = upper 90% confidence limit.

Species	Estimate	SE	CV	LCL	UCL
AS	205,300	51,300	0.25	126,800	332,500
WD	1,140,100	255,700	0.22	738,500	1,759,900
CT	30,100	4,400	0.15	22,600	39,900
GT	460,200	138,600	0.30	258,300	819,800
PBD	574,400	97,300	0.17	413,100	798,600
Total	2,410,000	310,900	0.13	1,873,500	3,100,100

Table 7: Summary of model-based estimates of total abundance of five game duck species in Victoria. GT = Grey Teal; CT = Chestnut Teal; WD = Australian Wood Duck; AS = Australian Shelduck; PBD = Pacific Black Duck; HH = Hardhead; PED = Pink-eared Duck; SE = standard error; CV = coefficient of variation; LCL = lower 90% confidence limit; UCL = upper 90% confidence limit.

Species	Estimate	SE	CV	LCL	UCL
AS	173,100	17,500	0.10	141,800	207,800
WD	823,700	85,100	0.10	661,300	998,700
CT	88,900	18,700	0.21	58,200	129,000
GT	349,800	44,300	0.13	271,000	444,000
PBD	464,800	43,400	0.09	385,700	556,500
Total	1,900,300	108,400	0.06	1,699,500	2,124,900

The majority of game ducks occurred on small farm dams (<6 ha), especially Australian Wood Duck, Pacific Black Duck and Grey Teal (Figure 7). These species also occurred in large numbers on rivers and streams. In contrast, Chestnut Teal occurred predominantly on wetlands (Figure 7). Game ducks were far more numerous in the North bioregion and were least numerous in the East bioregion (Figure 8).

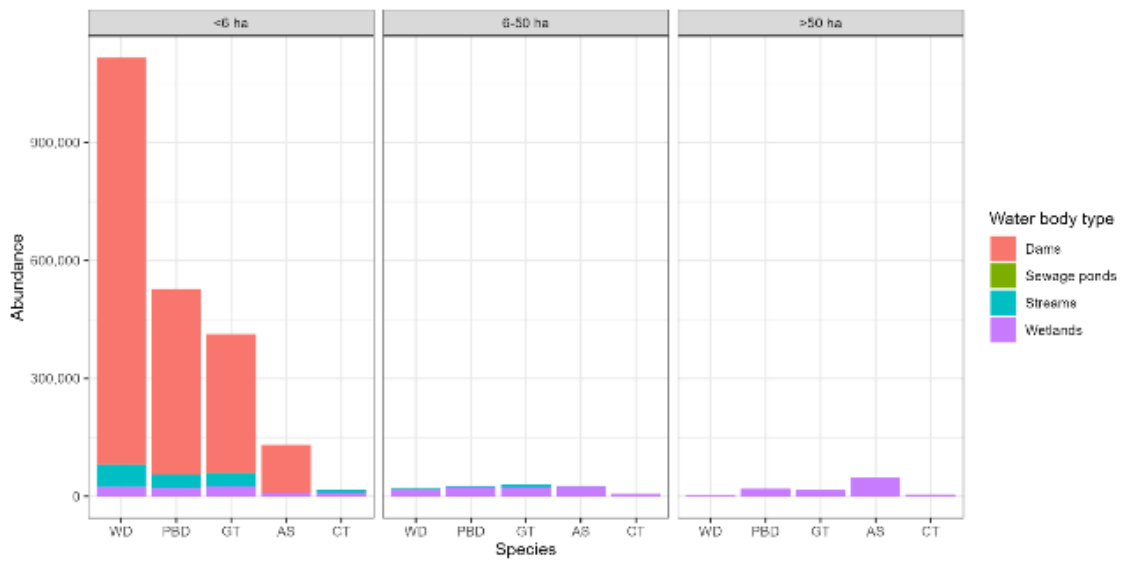


Figure 7. Abundance of game duck species by waterbody type and size class. GT = Grey Teal; CT = Chestnut Teal; WD = Australian Wood Duck; AS = Australian Shelduck; PBD = Pacific Black Duck.

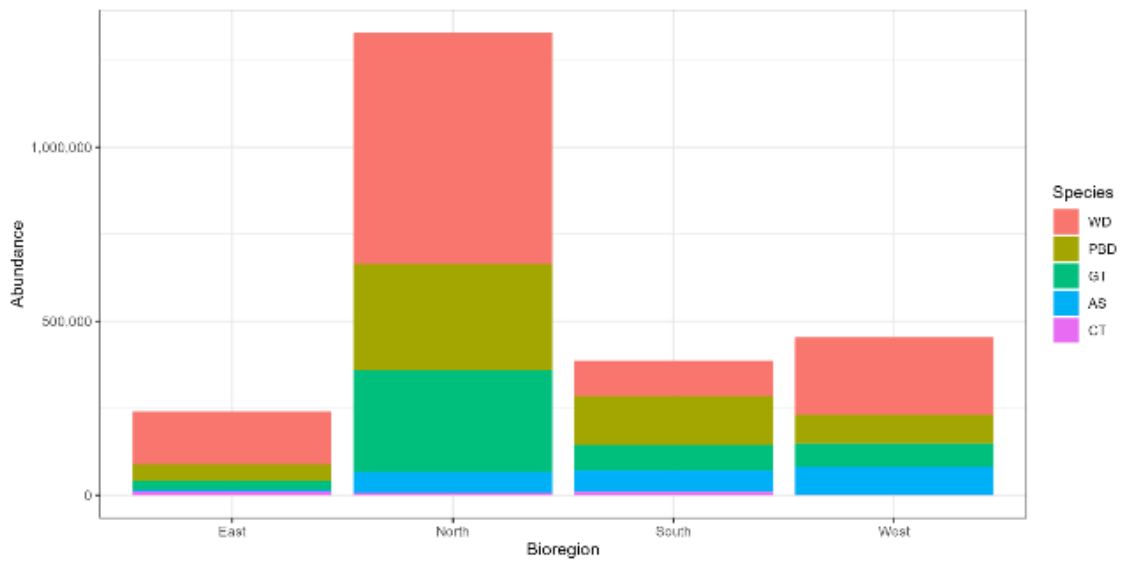


Figure 8. Abundance of game duck species by bioregion. GT = Grey Teal; CT = Chestnut Teal; WD = Australian Wood Duck; AS = Australian Shelduck; PBD = Pacific Black Duck.

4 Discussion

The abundance estimates for some of the main game species, Grey Teal, Chestnut Teal and Australian Shelduck, have decreased compared with the 2021 survey while abundance for Pacific Black Duck has increased. Estimates for Australian Wood Duck were similar to those in 2021 (Ramsey and Fanson 2021). No estimates for Hardhead, Pink-eared Duck and Australasian Shoveler were possible due to the low number of individuals of these species that were detected in Victoria. However, these three species have all been recorded in larger numbers in the northern Murray Darling Basin during the 2022 Eastern Australian Aerial Waterbird Survey (Porter *et al.* 2022). Rainfall in south-eastern Australia during Spring of 2022 was the highest on record and for all of 2022 was above average (in the highest 10% of historical observations) (Bureau of Meteorology 2022). Heavy flooding was also experienced in the northern parts of Victoria and southern NSW during spring 2022 (Bureau of Meteorology 2022). This was reflected in the higher estimates of surface water area over the spring period in Victoria in 2022, which were 58% higher than in 2021.

Although estimates of surface water availability for the spring period have shown dramatic increases compared with surface water area estimates for 2020 and 2021, the water detection algorithms used do not capture all occurrences of surface water. Hence, temporary flooding of low-lying areas, such as on floodplains and farm paddocks, which occurred extensively during spring 2022, were not included in surface water estimates. Ephemeral floodplains and other temporary waterbodies provide attractive habitat for many duck species as these areas are often highly productive when they contain water (Johnson *et al.* 1995; Roshier *et al.* 2008). Hence, it is probable that the lower estimates recorded for some of the game duck species could be due to the high availability of alternative habitat, both in Victoria and in the Murray Darling Basin more broadly. Game ducks occurring on floodplains and flooded paddocks would not have been captured as part of the current aerial or ground survey, which would lead to abundance being underestimated if these habitats were being used to any significant degree. In addition, increased water availability in the Murray Darling Basin may have resulted in some dispersal of ducks from Victoria, especially for species that have long-range and dispersive movements, such as Grey Teal and Pink-eared Duck (Roshier *et al.* 2008). Hence, a more complete picture of the abundance of game duck populations will need to incorporate surveys of key habitat outside Victoria. This could be undertaken by expanding the current helicopter aerial surveys and/or incorporating data from the Eastern Australian Waterbird Survey following suitable calibration with helicopter surveys.

Compared with the 2021 survey (Ramsey and Fanson 2021), the coefficient of variation (CV) of abundance estimates for some of the main game duck species were less precise, with CV's higher than 20%. The reason for the lower relative precision for these abundance estimates is due to larger than expected variation between counts among some waterbodies. For example, the precision of estimates for Grey Teal occurring on small farm dams was relatively low, with a CV of 39% (Appendix C). This indicates that counts of Grey Teal occurring on small dams were highly variable (i.e., lots of high and low (or zero) counts). Since there are many small farm dams, this variability leads to a relatively imprecise estimate for this species. The reasons for the variability in counts of Grey Teal as well as other game duck species, occurring on dams is unknown but may be due to the unusually high availability of alternative wetland habitats.

Model-based estimates of abundance were around 20% lower than design-based estimates for most species, with the discrepancy highest for Australian Wood Duck. The reason for this discrepancy is still unknown but may indicate some remaining structural inadequacies with the model. For example, posterior predictive tests indicated that the model fitted to the counts of game ducks tended to underestimate both the standard deviation and maximum counts of ducks. Hence, while the model was an excellent fit to the counts on sampled waterbodies, there may be some inadequacies when predicting to unsampled waterbodies. It should be noted that these issues do not affect design-based estimates as they do not rely on predictions for unsampled waterbodies. In general, if a random sampling design has been employed with adequate sample size, then design-based estimates are preferred over model-based estimates as the former are not based on any model assumptions about the distribution of the data. Hence, design-based estimators are relatively more robust than model-based estimators to modelling assumptions that could lead to bias in the estimates. However, design-based procedures often have high sampling variance leading to higher uncertainty in

estimates compared with equivalent model-based procedures. Model-based procedures can also be used to predict abundance in areas outside the sampling frame and can use data collected from non-random sampling designs, which are properties that are not possible with design-based procedures. Further investigation of model-based estimates is therefore warranted to provide more confidence in model-based predictions of abundance of game ducks.

4.1 Recommendations

To strengthen the Victorian game duck survey to ensure robust estimates of abundance that will be suitable for use in Adaptive Harvest Management, it is recommended that:

- The current number and locations of surveyed waterbodies (~880) should be retained and used for future surveys. However, some adjustments to locations of some waterbodies will be required to align these with the latest satellite imagery collection (DEA 2.0).
- To provide more confidence in model-based predictions, undertake investigations to help remove any structural inadequacies in the model fitted to the counts of game ducks by investigating additional variables that might explain variation in counts.
- Investigate methods for expanding the current sampling frame to include key game duck habitat in New South Wales and South Australia (by expanding the current helicopter aerial survey) and investigate methods for calibrating data from the Eastern Australian Waterbird Survey.
- Improve the accuracy of surface water area estimates for farm dams by incorporating any updates to the spatial vector layer(s) recording farm dam locations.

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Appendix A

Design-based estimates of total abundance of game ducks

Stratified random design

For a stratified random design with unequal selection probabilities of sampling units, the total abundance of a game duck species in a particular stratum h ($h = 1, \dots, H$) was given by the Horvitz–Thompson estimator (Horvitz and Thompson 1952)

$$\hat{t}_h = \sum_{i=1}^m \frac{\hat{n}_{ih}}{\pi_h} \tag{Equation 1}$$

where \hat{t}_h is total abundance of ducks in stratum h , \hat{n}_{ih} is the best linear unbiased prediction (BLUP) estimate of the number of ducks in waterbody i and stratum h derived from the fitted N-mixture ZIP model (section 2.4.1), m is the number of sampled waterbodies in stratum h , and π_h is the inclusion probability for a waterbody in stratum h . The variance of \hat{t}_h is then given by

$$\text{var}(\hat{t}_h) = \left(\frac{M-m}{M}\right) \frac{s_h^2}{m} + \sum_{i=1}^m \frac{\text{var}(\hat{n}_{ih})}{\pi_h}$$

where M is the total number of waterbodies in stratum h in the sampling frame, $\text{var}(\hat{n}_{ih})$ is the variance of the BLUP estimate of \hat{n}_{ih} , and s_h^2 is given by

$$s_h^2 = \frac{\sum_{i=1}^m (\tau_{ih} - \hat{t}_h)^2}{m-1}$$

where τ_{ih} is equal to $m\hat{n}_{ih}/\pi_h$ (Thompson 1992; section 6.2). The estimate of total abundance of ducks in the sampling frame is then

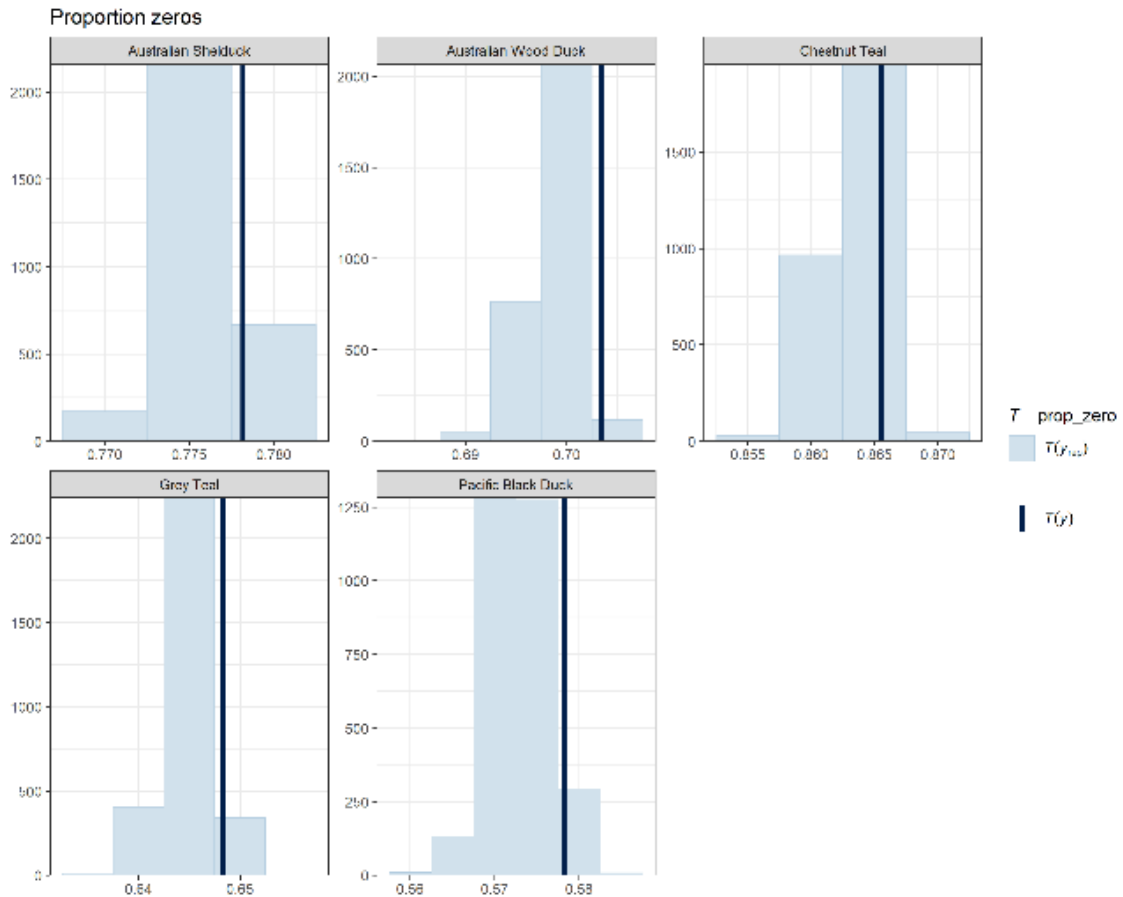
$$\hat{N}_T = \sum_{h=1}^H \hat{t}_h \tag{Equation 2}$$

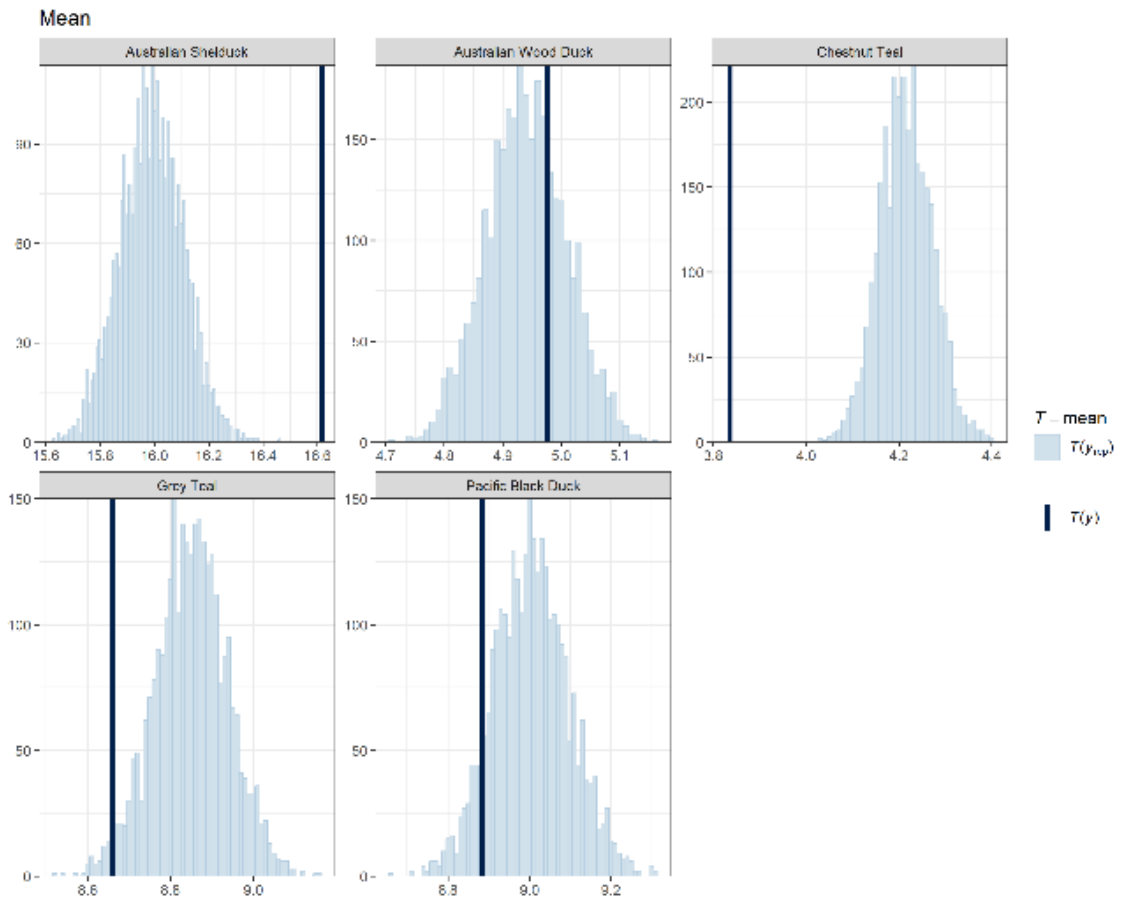
with variance

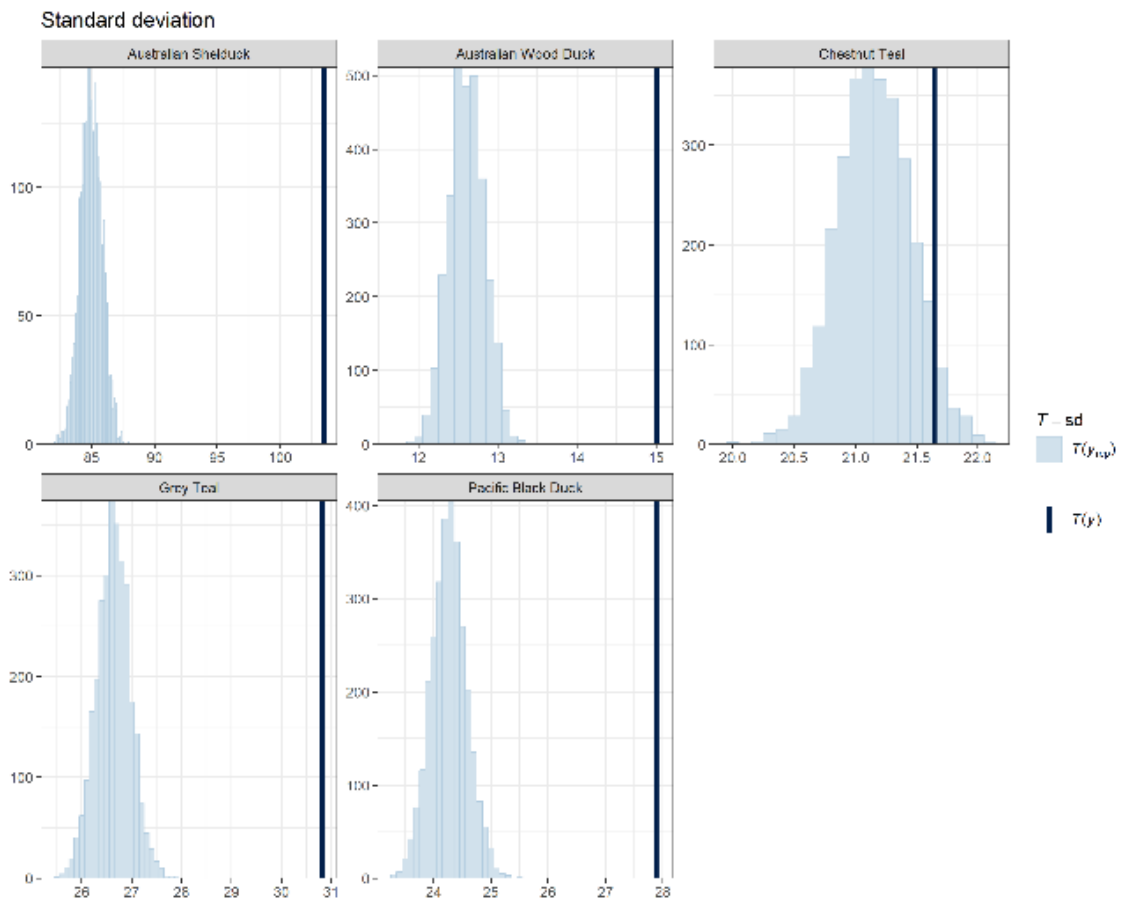
$$\text{var}(\hat{N}_T) = \sum_{h=1}^H \text{var}(\hat{t}_h) \tag{Equation 3}$$

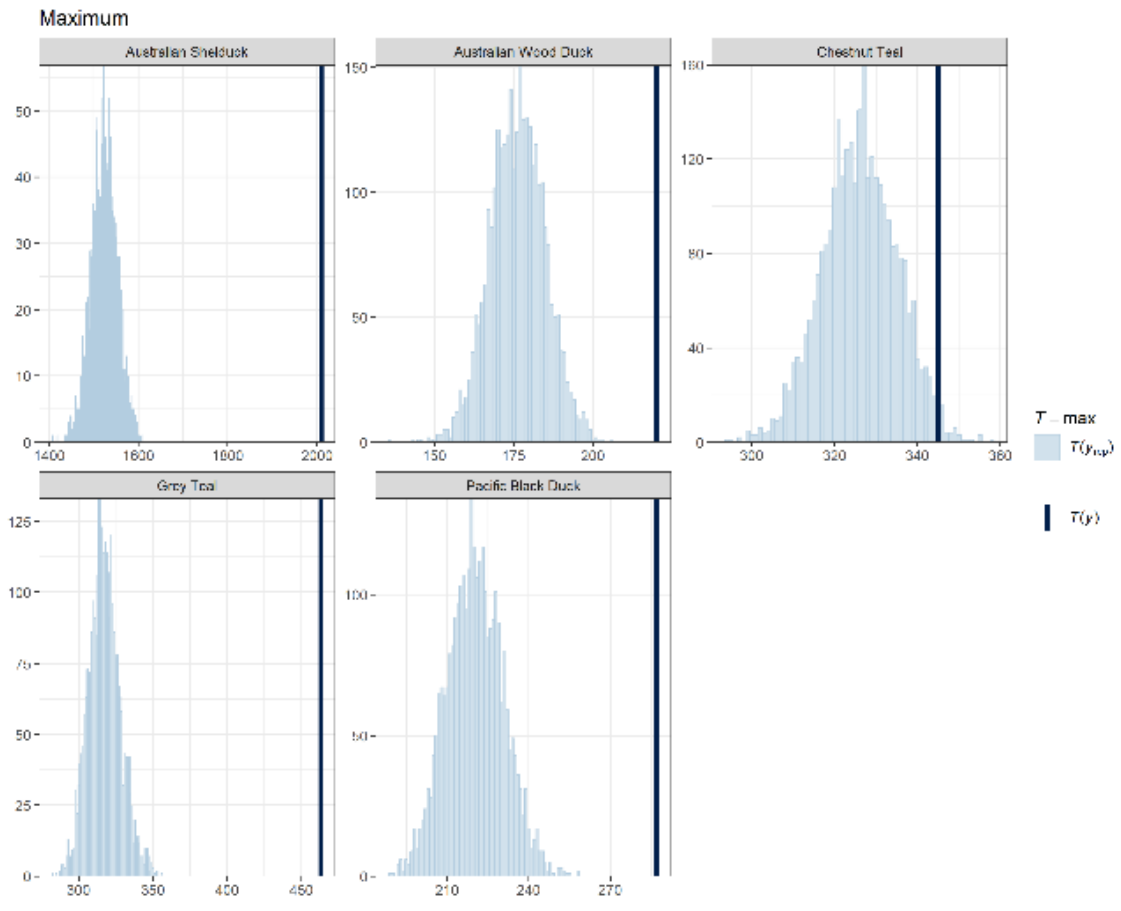
Appendix B

Posterior predictive checks comparing summary statistics T of the predicted counts for each game duck species under the model (equation 1), with the observed counts on each waterbody. The summary statistics are the proportion of waterbodies with zero counts, the mean total count, the standard deviation of the total count, and the maximum total count. Total counts for each waterbody were calculated by summing the counts for each observer. Pale-blue histograms give the distribution of the summary statistic predicted by the model $T(y_{rep})$, and dark-blue bars give the summary statistic for the observed counts $T(y)$.









Appendix C

Table C1. Estimates of abundance for each species and stratum (M). SE = standard error; CV = coefficient of variation; LCL = lower 95% confidence limit; UCL = upper 95% confidence limit; *m* = number sampled; *M* = total number in the sampling frame.

Species	Waterbody	Size class	<i>N</i>	SE	CV	LCL	UCL	<i>m</i>	<i>M</i>
Grey Teal	Dam	<6 ha	353349	138277	0.391	168614	740482	178	251546
		6–50 ha	268	113	0.422	121	592	26	130
		>50 ha	125	60	0.48	51	305	19	58
	Sewage ponds	<6 ha	54	16	0.296	31	94	11	39
		6–50 ha	394	86	0.218	258	602	20	55
		>50 ha	134	24	0.179	95	189	4	5
	Stream	<6 ha	34659	6556	0.189	24001	50051	62	11919
		6–50 ha	6394	1158	0.181	4497	9092	31	1938
		>50 ha	0	0	0	0	0	0	0
	Wetland	<6 ha	24978	5006	0.2	16929	36854	167	5716
		6–50 ha	23385	2982	0.128	18232	29994	189	1668
		>50 ha	16423	2254	0.137	12566	21464	163	422

Species	Waterbody	Size class	<i>N</i>	SE	CV	LCL	UCL	<i>m</i>	<i>M</i>
Australian Wood Duck	Dam	<6 ha	1034776	255422	0.247	642446	1666695	178	251546
		6–50 ha	261	69	0.264	157	435	26	130
		>50 ha	296	66	0.223	192	456	19	58
	Sewage ponds	<6 ha	17	8	0.471	7	42	11	39
		6–50 ha	139	38	0.273	82	234	20	55
		>50 ha	105	13	0.124	82	134	4	5
	Stream	<6 ha	56576	8919	0.158	41617	76912	62	11919
		6–50 ha	4971	1393	0.28	2900	8521	31	1938
		>50 ha	0	0	0	0	0	0	0
	Wetland	<6 ha	24369	6188	0.254	14930	39775	167	5716
		6–50 ha	15359	2589	0.169	11063	21323	189	1668
		>50 ha	3189	549	0.172	2282	4457	163	422

Species	Waterbody	Size class	N	SE	CV	LCL	UCL	m	M
Australian Shelduck	Dam	<6 ha	120592	50340	0.417	54974	264531	178	251546
	Dam	6–50 ha	113	46	0.407	52	243	26	130
	Dam	>50 ha	103	42	0.408	48	221	19	58
	Sewage ponds	<6 ha	53	11	0.208	35	80	11	39
	Sewage ponds	6–50 ha	445	69	0.155	329	602	20	55
	Sewage ponds	>50 ha	336	74	0.22	219	515	4	5
	Stream	<6 ha	0	0	0	0	0	62	11919
	Stream	6–50 ha	1044	963	0.922	224	4859	31	1938
	Stream	>50 ha	0	0	0	0	0	0	0
	Wetland	<6 ha	10507	2867	0.273	6214	17766	167	5716
	Wetland	6–50 ha	24911	4377	0.176	17699	35061	189	1668
	Wetland	>50 ha	47221	8129	0.172	33781	66007	163	422

Species	Waterbody	Size class	N	SE	CV	LCL	UCL	m	M
Pacific Black Duck	Dam	<6 ha	472298	97031	0.205	317063	703536	178	251546
	Dam	6–50 ha	120	49	0.408	56	259	26	130
	Dam	>50 ha	495	123	0.248	306	800	19	58
	Sewage ponds	<6 ha	6	5	0.833	1	27	11	39
	Sewage ponds	6–50 ha	78	35	0.449	34	180	20	55
	Sewage ponds	>50 ha	0	0	0	0	0	4	5
	Stream	<6 ha	34902	5340	0.153	25904	47026	62	11919
	Stream	6–50 ha	2171	614	0.283	1260	3739	31	1938
	Stream	>50 ha	0	0	0	0	0	0	0
	Wetland	<6 ha	20838	2669	0.128	16228	26758	167	5716
	Wetland	6–50 ha	24061	2224	0.092	20081	28829	189	1668
	Wetland	>50 ha	19394	1725	0.089	16297	23079	163	422

Species	Waterbody	Size class	N	SE	CV	LCL	UCL	m	M
Chestnut Teal	Dam	<6 ha	2190	2189	1	428	11193	178	251546
	Dam	6–50 ha	146	52	0.356	74	287	26	130
	Dam	>50 ha	53	27	0.509	21	136	19	58
	Sewage ponds	<6 ha	213	65	0.305	119	381	11	39
	Sewage ponds	6–50 ha	525	100	0.19	363	760	20	55
	Sewage ponds	>50 ha	159	36	0.226	103	245	4	5
	Stream	<6 ha	5850	1653	0.283	3398	10071	62	11919
	Stream	6–50 ha	71	52	0.732	20	256	31	1938
	Stream	>50 ha	0	0	0	0	0	0	0
	Wetland	<6 ha	9845	2825	0.287	5673	17085	167	5716
	Wetland	6–50 ha	6170	1543	0.25	3808	9998	189	1668
	Wetland	>50 ha	4839	1107	0.229	3108	7535	163	422

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13 URGENT BUSINESS

In accordance with Council's Governance Rules, Clause 53 provides that at a scheduled or special meeting of Council, business that is not included in the agenda notice must only be considered if no more than one Councillor is absent and the Council resolves that the matter is urgent.

Despite this requirement, a matter that is not included in the agenda notice must not be considered at a Council meeting if it will:

- (a) directly and significantly affect the exercise of a person's rights;
- (b) alter the Council Plan or the budget; or
- (c) commit the Council to expenditure exceeding \$20,000.

14 CONFIDENTIAL ITEMS

Nil

NEXT MEETING

The next Meeting of Council will be held on 23 May 2023 at Wedderburn commencing at at 3.00pm.

There being no further business the meeting was closed at _____.

Confirmed this.....day of..... 2023