



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

Date: Tuesday, 27 June 2023

Time: 3.00pm

Location: Loddon Shire Council Chambers, Wedderburn

AGENDA

Council Meeting

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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: Tracy Hunt, Governance Coordinator
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 23 May 2023
2. Council Meeting of 23 May 2023
3. Council Forum of 6 June 2023.

REPORT

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

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

File Number: 02/01/001
Author: Tracy Hunt, Governance Coordinator
Authoriser: Lincoln Fitzgerald, Chief Executive Officer
Attachments: Nil

RECOMMENDATION

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

1. Council Briefing 23 May 2023
2. Council Forum 6 June 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 23 May 2023
2. Council Forum 6 June 2023

Meeting details	Briefing
Date	23 May 2023
Councillor Attendees	Cr Beattie Cr Holt Cr Jungwirth Cr Murphy
Staff/ Stakeholder representatives	1. Lincoln Fitzgerald, Chief Executive Officer 2. Wendy Gladman, Director Community Wellbeing 3. Steven Phillips, Director Operations 4. Amanda Wilson, Director Corporate 5. Lisa Clue, Manager Governance 6. Tracy Hunt, Governance Coordinator
Item(s) discussed.	1. Process to appoint an Acting Mayor 2. Governance Rules Review 3. General Business: <ul style="list-style-type: none"> • Media re Council rate increases • MAV State Council Meeting • Rural Councils Victoria Forum • 2023 Lexus Melbourne Cup Tour
Conflict of Interest Disclosures – Councillor/ officer making disclosure	Nil
Councillor/officer left room	N/A

Meeting details	Forum
Date	6 June 2023
Councillor Attendees	Cr Murphy Cr Beattie Cr Holt
Staff/ Stakeholder representatives	Lincoln Fitzgerald, Chief Executive Officer Steven Phillips, Director Operations Amanda Wilson, Director Corporate Paul Scullie, Acting Manager Community Support Lisa Clue, Manager Governance Tracy Hunt, Governance Coordinator Sarah Perry, Acting Manager Community Wellbeing and members of Community Care team; Astrid Tolstoshev and Ruth Reading, Department of Social Services - for Item 1 below Christine Coombs, Executive and Commercial Services Officer and Travis Sanders (Ambulance Victoria) - for Item 2 below Deanne Caserta, Manager Financial Services - for Item 3 below David Stretch, Manager Tourism and Economic Development; Carolyn Stephenson, Senior Strategic Planner; and Glenn Harvey, Manager Development and Compliance - for Item 4 below David Southcombe, Manager Assets and Infrastructure - for Item 5 below Martin Mark, Community Project Development Coordinator - for Item 6 below
Item(s) discussed.	<ol style="list-style-type: none"> 1. Aged Care Transition – Commonwealth Representative Visit 2. Ambulance Victoria – Proposal to purchase a portion of Council land 3. Feedback on Draft Budget and Fees and Charges Schedule 4. Industrial Land Strategy – Discussion Paper 5. Annual Infrastructure Program 2023 - 2023 6. Eddington Community Plan 2023 - 2033 7. Governance Rules Review 8. General Business: <ul style="list-style-type: none"> • Councillor and staff expenses • Municipal Association of Victoria Report • Victorian Local Government Grants Commission Funding • Audit and Risk Committee Independent Member position • Council's Submission into the Inquiry into the 2022 Flood Event in Victoria
Conflict of Interest Disclosures - Councillor/ officer making disclosure	Nil
Councillor/officer left room	N/A

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

File Number: 02/01/002

Author: Tracy Hunt, Governance Coordinator

Authoriser: Lincoln Fitzgerald, Chief Executive Officer

Attachments: 1. Resolutions acted upon since the May 2023 Council Meeting

RECOMMENDATION

That Council receive and note resolutions acted upon since the May 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 May 2023.

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

Council resolutions acted upon since the May 2023 Council Meeting

Meeting	Officer/Director	Section	Subject
Council 23/05/2023	Caserta, Deanne Wilson, Amanda	Confidential Items	Sale of properties for rate recover under Section 181 of the Local Government Act 1989
<p>RESOLUTION 2023/58</p> <p>Moved: Cr Neil Beattie Seconded: Cr Gavan Holt</p> <p>That Council approves the sale of properties listed in this report under Section 181 of the Local Government Act 1989 and authorises the use of the Council seal on any related documentation.</p> <p style="text-align: right;">CARRIED</p> <p>30 May 2023 4:29pm Deanne Caserta List emailed through to Executive Collections to commence the next steps for the outlined properties regarding Section 181 sale.</p> <p>30 May 2023 4:30pm Deanne Caserta - Completion Completed by Deanne Caserta (action officer)</p>			

Meeting	Officer/Director	Section	Subject
Council 23/05/2023	Hunt, Tracy Wilson, Amanda	Decision Reports	Audit and Risk Committee Charter
<p>RESOLUTION 2023/65</p> <p>Moved: Cr Linda Jungwirth Seconded: Cr Neil Beattie</p> <p>That Council approve the Audit and Risk Committee Charter 2023 – 2025.</p> <p style="text-align: right;">CARRIED</p> <p>08 Jun 2023 2:37pm Tracy Hunt Audit and Risk Committee (ARC) Charter has been circulated to ARC members and published on the Loddon Shire Council website.</p> <p>08 Jun 2023 2:39pm Tracy Hunt - Completion Completed by Tracy Hunt (action officer)</p>			

Council resolutions acted upon since the May 2023 Council Meeting

Meeting	Officer/Director	Section	Subject
Council 23/05/2023	Colls, Renae Fitzgerald, Lincoln	Decision Reports	Goldfields Library Corporation Service and Funding Agreement 2023-2025
RESOLUTION 2023/66			
Moved: Cr Linda Jungwirth			
Seconded: Cr Neil Beattie			
That Council authorise the Chief Executive Officer to:			
<ol style="list-style-type: none"> 1. Enter into a funding and service agreement with North Central Goldfields Regional Library Corporation; and, 2. Undertake the necessary administrative actions to complete the contract documentation. 			
CARRIED			
20 Jun 2023 9:50am Renae Colls – Completion			
Administrative actions to finalise the contract documentation have been completed.			
20 Jun 2023 9:50am Renae Colls – Completion			
Completed by Renae Colls on behalf of Lincoln Fitzgerald (action officer)			

8 MAYORAL REPORT

8.1 MAYORAL REPORT

File Number: 02/01/001
Author: Tracy Hunt, Governance Coordinator
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: Tracy Hunt, Governance Coordinator
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 PA 5869 - USE OF PART OF THE LAND FOR FOOD AND DRINKS PREMISES, SIGNAGE AND EXTENSION TO THE EXISTING DWELLING INCLUDING (PART) DEMOLITION AT 19 MAIN STREET, BRIDGEWATER**

File Number: PA 5869
Author: Louise Johnston, Acting Manager Development and Compliance
Authoriser: Glenn Harvey, Manager Development and Compliance
Attachments: 1. Decision Report 5869
2. 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 5869 to use part of the land for food and drinks premises, signage and extension to the existing dwelling including (part) demolition subject to the following conditions:

1. LAYOUT NOT ALTERED

The development and use as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.

2. DRAINAGE

The development, 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 onto any adjoining land.

3. ONGOING SOIL EROSION CONTROL

All works must be undertaken in a manner that minimises soil erosion, and any exposed areas of soil must be stabilised to prevent soil erosion, to the satisfaction of the responsible authority.

4. 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.

5. MATERIALS

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

6. NORTH CENTRAL CATCHMENT MANAGEMENT AUTHORITY

The finished floor level of the proposed extension must be constructed a minimum of 300 millimetres above the 1% AEP flood level of 137.8m AHD, i.e. no lower than 138.1m AHD.

7. HOURS OF OPERATION

The food and drinks premises use may operate between the hours of

- 9.00am to 5.00pm, every day, without the further consent of the Responsible Authority.

8. LIMIT ON NUMBER OF PATRONS

Not more than 10 patrons may be permitted within the garden area associated with the food and drinks premises every day without the further written consent of the responsible authority.

9. GENERAL AMENITY PROVISION

The use must be managed so that the amenity of the area is not detrimentally affected, through the:

- (a) transport of materials, goods or commodities to or from the land
- (b) appearance of any building, works or materials
- (c) emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil
- (d) presence of vermin
- (e) others as appropriate.

10. SIGNS NOT TO BE ALTERED

The location and details of the signs as shown on the endorsed plans, must not be altered without the written consent of the responsible authority.

11. NO SIGN ILLUMINATION

The sign(s) must not be illuminated by external or internal light except with the written consent of the responsible authority.

12. 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, or the permitted use is discontinued for a period of two years.

The responsible authority may extend these periods if a request is made in writing before the permit expires, or:

- Within six months afterwards if the development has not been started, or the development is complete but the use has not started, or the use has been discontinued for a period of two years.
- Within twelve months afterwards if the development started lawfully before the permit expired.

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 23 February, 2023 for the use of part of the land for a food and drinks premises, signage, fence and extension to the existing dwelling including (part) demolition.

The application was advertised to adjoining and adjacent landowners and a notice placed on the site, one objection has been received.

The application was externally referred to North Central Catchment Management Authority and internally to Council's Senior Environmental Health Officer & Engineering Department, who all have provided conditional consent.

The objection lodged raises issues with the wall on the boundary, lack of details of the application, location of the water meter, flood levels and lack of notification regarding a proposed shed at the rear of the dwelling.

The application is considered to achieve compliance with the relevant policies and provisions of the Loddon Planning Scheme as they relate to heritage design 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 one objection 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 5869: Use of part
of the land for food and drinks
premises, signage and extension to
the existing dwelling including (part)
demolition at 19 Main Street,
Bridgewater**



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SUMMARY

Application Number: 5869

Applicant: Penno Drafting and Design

Subject Land: 19 Main Street, Bridgewater

Owner: BP Slattery & LC Watson

Zone: Township Zone (TZ)

Overlay(s): Heritage Overlay – HO12 & Land Subject to Inundation Overlay (LSIO)

Existing use: Dwelling and shop

Proposal: Use part of the land for a food and drinks premises, signage, fence and extension to the existing dwelling including (part) demolition.

The following dot points provide a summary of the application:

- The application was lodged on 23 February, 2023 for the use of part of the land for a food and drinks premises, signage, fence and extension to the existing dwelling including (part) demolition.
- The application was advertised to adjoining and adjacent landowners and a notice placed on the site, one objection has been received.
- The application was externally referred to North Central Catchment Management Authority and internally to Council's Senior Environmental Health Officer & Engineering Department, who all have provided conditional consent.
- The objection lodged raises issues with the wall on the boundary, lack of details of the application, location of the water meter, flood levels and lack of notification regarding a proposed shed at the rear of the dwelling.
- The application is considered to achieve compliance with the relevant policies and provisions of the Loddon Planning Scheme as they relate to heritage design 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 5869 to use part of the land for food and drinks premises, signage and extension to the existing dwelling including (part) demolition subject to the following conditions:

LAYOUT NOT ALTERED

1. The development and use as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.

2. DRAINAGE

The development, 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 onto any adjoining land.

3. ONGOING SOIL EROSION CONTROL

All works must be undertaken in a manner that minimises soil erosion, and any exposed areas of soil must be stabilised to prevent soil erosion, to the satisfaction of the responsible authority.

4. 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.

5. MATERIALS

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

6. NORTH CENTRAL CATCHMENT MANAGEMENT AUTHORITY

The finished floor level of the proposed extension must be constructed a minimum of 300 millimetres above the 1% AEP flood level of 137.8m AHD, i.e. no lower than 138.1m AHD.

7. HOURS OF OPERATION

The food and drinks premises use may operate between the hours of

- 9.00am to 5.00pm, every day, without the further consent of the Responsible Authority.

8. LIMIT ON NUMBER OF PATRONS

Not more than 10 patrons may be permitted within the garden area associated with the food and drinks premises every day without the further written consent of the responsible authority.

9. GENERAL AMENITY PROVISION

The use must be managed so that the amenity of the area is not detrimentally affected, through the:

- (a) transport of materials, goods or commodities to or from the land

4

- (b) appearance of any building, works or materials
- (c) emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil
- (d) presence of vermin
- (e) others as appropriate.

10. SIGNS NOT TO BE ALTERED

The location and details of the signs as shown on the endorsed plans, must not be altered without the written consent of the responsible authority.

11. NO SIGN ILLUMINATION

The sign(s) must not be illuminated by external or internal light except with the written consent of the responsible authority.

12. 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, or the permitted use is discontinued for a period of two years.

The responsible authority may extend these periods if a request is made in writing before the permit expires, or:

- Within six months afterwards if the development has not been started, or the development is complete but the use has not started, or the use has been discontinued for a period of two years.
- Within twelve months afterwards if the development started lawfully before the permit expired.

2 DISCUSSION

2.1 The Site & Locality

The site (Lot 1 PS 812484) has 20.22 metre frontage to Main Street and 50.7 metre length along its eastern boundary, having a total area of 1020sqm in size. The land is developed with an existing dwelling and shop/Gallery. The existing building fronting Main Street comprises an original timber weatherboard Victorian building (used as a dwelling) and a timber weatherboard addition to the east (used as a shop), both having access to Main Street. The site has an existing vehicular access from Main Street. The lot was created on 1/2/2019 approved through planning permit 5288. There is a Covenant PS812484 registered on title restricting the construction of any building and works within three metres of the eastern boundary extending along the length of this boundary, without the written consent of the Responsible Authority.

There are two outbuildings to the rear of the dwelling and shop.

The Bridgwater Nursery and dwelling adjoins the site to the east and vacant residential land to the west and south.

The site is centrally located within the Bridgwater Township, being walking distance to the Bridgwater Post Office, the Bridgwater Bowling Club, Loddon River waterfront and other retail premises.



Arial photo of subject site Source: Loddon Pozi GIS system

2.2 Site History

Application Number	Proposal	Decision	Date
3572	Retail Premises – Olive processing and sales	Issued	January, 2002
3707	Retail sales of wine and wine tasting on premises	Issued	December, 2002
3966	Food and drinks premises	Issued	January, 2005
4579	Retail premises – homewares and gifts	Issued	October, 2010
5288	Two lot subdivision	Issued	November, 2017
5500	Signage and works under a heritage overlay	Issued	March, 2020
5807	Shed	Issued	July, 2022

2.3 Proposal

The application seeks to use part of the land for a food and drinks premises, signage, fence and extension to the existing dwelling including (part) demolition.

The food and drinks premises would occupy the existing shop area within the building, an area of 26sqm, a shared space with the existing Bridgewater Farmhouse Kitchen selling pre-packaged local produce & hampers and Platypus Gallery selling wearable art, clothing, local arts and crafts & Aboriginal art and crafts. The food and drink premises is proposed to sell

takeaway food –hot and cold food, cakes and snacks, coffee & hot drinks. The proposal includes use of an outdoor garden area comprising up to five tables and 30 seats, to allow patrons to consume purchased food. The outdoor garden area adjoins the shop, fronting Main Street, no table service is proposed.

Normal hours of operation include 10.00am to 3.00pm, Friday, Saturday and Sunday. Extended hours are proposed during summer, holidays and long weekends to include 9.00am to 5.00pm, seven days a week.

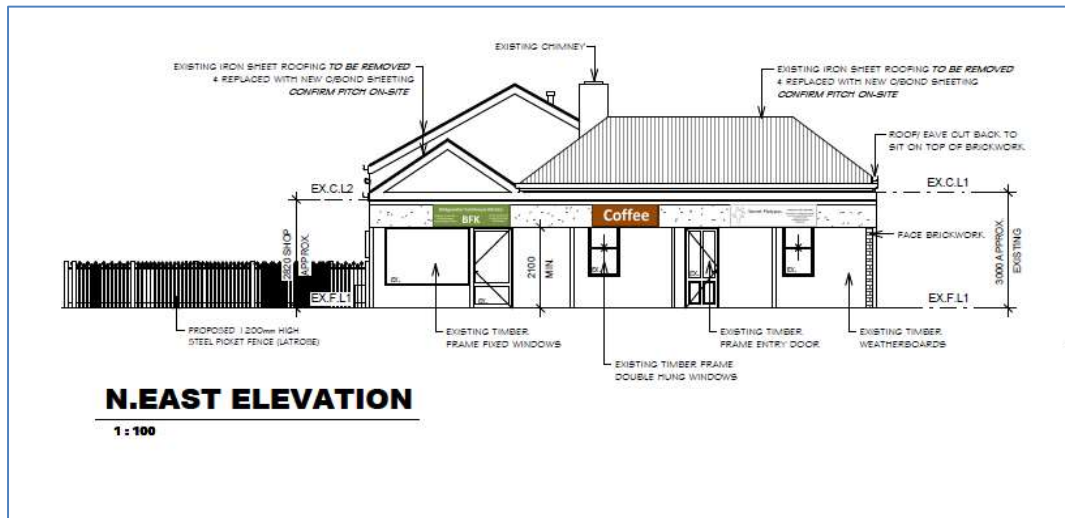
New signage is proposed along the front of the building to upgrade and replace existing signage as follows, all attached to the existing verandah:

- Bridgewater Farmhouse Kitchen – 1,800mm x 580mm
- Coffee – 1,650mm x 580mm
- Secret Platypus – 2,150mm x 580mm and
- two signs of 1,430mm x 400mm at the verandah ends.

Extension to the dwelling includes:

- Demolition of the western wall, internal rear walls and store room.
- New brick wall along part of the western elevation (to replace an existing wall) and extension to the existing dwelling generally to the rear to include two additional dwellings including a study, new bathrooms and new verandahs.
- The works include removing an existing section of wall (approximately 11metres) off the western boundary and setting a section of wall back by 1,245mm.
- The extension is all single storey.
- Materials and finishes include face brickwork for the section of wall on the western boundary, horizontal custom orb cladding for the walls and roof in colourbond surfmist and aluminium windows in woodland grey.

A new 1,200mm high steel picket fence and gate are proposed along the front of the site, to replace an existing solid corrugate iron fence and gate. An additional internal fence of similar construction and gate is proposed to section off the back yard from the outdoor seating area.



Proposed Front Elevation: 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 and use as proposed is not a high impact activity and 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.*

Under Clause 32.05-10, a permit is required to construct buildings and works for a use in Section 2. Before deciding on an application for use and buildings and works, the responsible authority must consider, as appropriate the decision guidelines at Clause 32.05-13.

Signs falls within Category 3 at Clause 52.05.

2.5.2 Overlays

Heritage Overlay (HO12)

The site is covered by the HO12 referring to Bridgewater Town Centre.

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

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 12 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.*

44.04- Land Subject to Inundation Overlay

Purpose includes:

- To implement the Municipal Planning Strategy and Planning Policy Framework
- To identify flood prone land in riverine or coastal area affected by the 1 in 100 (1per cent Annual Exceedance Probability) year flood or any other area determined by the floodplain management authority.
- To ensure that development maintains the free passage and temporary storage of floodwaters, minimises flood damage, responds to the flood hazard and local drainage conditions and will not cause any significant rise in flood level or flow velocity.
- To minimise the potential flood risk to life, health and safety associated with the development
- To protect water quality and waterways as natural resources by managing urban stormwater, protecting water supply catchment areas and managing saline discharges to minimise the risks to the environmental quality of water and groundwater

Under Clause 44.04-2 a permit is required for buildings and works. A permit is not required for a fence, other than a solid fence in a residential zone.

The application was referred to North Central CMA under section 55 of the Act. They have provided conditional consent.

2.5.3 Particular Provisions52.05- Signs

The Purpose includes:

- *To regulate the development of land for signs and associated structures.*
- *To ensure signs are compatible with the amenity and visual appearance of an area, including the existing or desired future character.*
- *To ensure signs do not contribute to excessive visual clutter or visual disorder.*
- *To ensure that signs do not cause loss of amenity or adversely affect the natural or built environment or the safety, appearance or efficiency of a road.*

Signs within the Township Zone fall within Category 3- High Amenity Areas at Clause 52.05. Business identification signs require a permit.

The proposed signs on the front verandah of the building seek to upgrade and replace existing signs on this site. The new signs are considered an appropriate size and location for this site. The signs would utilise fonts and paint colours that would respect the period and style of the building, would not dominate the historic precinct and are located in appropriate locations that complement the streetscape.

Clause 52.06 – Car Parking

Clause 52.06 refers to car parking and Clause 52.06-2 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 food and drink premises as nominated in the table at Clause 52.06-5:

- 4 spaces to each 100sqm of leasable floor area

The proposed plans show an area within the existing shop to be used for the food and drinks premises (26sqm) including additional seating outside for up to five tables. As the use would be operating within the existing shop and gallery space, food and drink premises has the same parking requirement as a shop, no additional parking is triggered under Clause 52.06. In addition, a restriction would be included on any permit issued to restrict outside seating to 10 patrons, to complement the use as a food and drinks premises.

The additional seating outside would operate and function similar to footpath seating and is removable.

It is noted that the site is currently used and operated as a shop and gallery (and has for many years) without any provision for parking of vehicles on the land which gives the site a parking credit. Council has no record of any complaints or ongoing enforcement issues as a result of the existing use and parking in this area.

In relation to car parking demand and supply at this location, the following is provided:

- There is available parking within the existing street network, to cater for the likely peak parking demands and daily usage associated with the proposal.
- the likely number of people visiting the site are already in the area, based on the 'Centre Based Approach' where people are already in the area and would visit a number of commercial premises within a Business Centre, which is considered to apply at this location.

The site does have provision for parking of vehicles associated with the dwelling on the land which would continue.

2.5.4 Permit trigger

Under clause 32.05-10 of the Township Zone, a permit is required for buildings and works associated with a Section 2 use.

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

Under Clause 44.04-2, a permit is required for buildings and works.

Under 52.05- permit is required for a business identification sign/s.

2.5.5 Restrictive Covenant

Covenant PS812484 is registered on title restricting the construction of any building and works within three metres of the eastern boundary extending along the length of this boundary, without the written consent of the Responsible Authority.

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 Bridgewater Township and zoned to accommodate residential development.

13.03-1S- Floodplain management

Objective

To assist the protection of:

- *Life, property and community infrastructure from flood hazard, including coastal inundation, riverine and overland flows*
- *The natural flood carrying capacity of rivers, streams and floodways*
- *The flood storage function of floodplains and waterways*
- *Floodplains areas of environmental significance or of importance to river, wetland or coastal health.*

The function and purpose of the floodplain will not be impacted by the development

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 dwelling extension on the land is considered to respond to its context and would not detract from the streetscape character of this historic precinct.

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.

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

Council's strategic direction for settlement include:

- Provide land for a range of urban uses in the townships
- Encourage commercial development and services to locate within the existing commercial and retail areas.
- Support the location of a range of retail facilities in the towns to cater for the needs of the community and visitors.

02.03-3- Environmental risks and amenity

There are extensive floodplains along the Loddon River, as well as north-west from the Loddon River through the lakes and wetland system around Boort and beyond. Council's strategic directions for environmental risks include:

- Prevent development within the floodplain that would compromise its flood carrying capacity, threaten water quality and be compromised by flood activity.

The proposed dwelling extension will not compromise the flood carrying capacity of the floodplain and is unlikely to significantly be effected by flood activity.

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.

The proposed extension is considered to be sympathetic to the original dwelling and would continue to contribute to the historic streetscape of Bridgewater at this location.

2.6 Referrals

The application was referred to the follow agencies.

NCCMA	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) and a Notice placed on the subject land.

One objection was received in response to the application. The matters raised in the objection is summarised below and with Officers response in italics:

1. We object to the brick wall proposed to be built on the boundary next to the access to our land.

The brick wall being replaced is an existing wall on the boundary. This wall has existed since the dwelling was originally constructed and forms part of the original dwelling on the land. The timber wall being replaced is rotted and would be replaced with a brick wall. The wall on the boundary extends for a length of 7330mm and would be 3000mm high. The other sections of wall on this boundary have been set back 1.2m in the proposed dwelling extension. The land adjoining the existing wall is vacant. The wall would meet planning regulations.

2. Please elaborate on the food and drinks mentioned on the sign in the planning permit. As there is no detail to what is being proposed we object to the serving of food and drinks.

Are there provisions for patron’s toilet facilities, is there a commercial kitchen licence applied for and granted, how many patron seated facilities to be provided, is there a requirement for parking, what are the proposed hours of operation.

This information has been forwarded to the Objector. There are no planning requirements to provide toilets, as the use as a food and drinks premises operates as a ‘take away’ food premises with the option of seating if desired. The applicant will be

required to be registered as a food premises under the Food Act 1984 through Council's Environmental Health Department. No additional parking is triggered under Clause 52.06-4 as outlined earlier in the report.

3. There is mention of shifting the water meter in the planning permit application, you have said that is no responsibility to Loddon Shire but remains part of the application, I expect we will be informed by Coliban Water prior to any works undertaken as this also sits in the area of access to our land next door.

As explained to the Objector, the water meter is already in existence at that location and management of the water meter is not Council responsibility and is the responsibility of Coliban Water.

4. The flood levels are noted in the application, do the noted floor levels apply to all of the proposed new developments?

The North Central Catchment Management Authority have advised that the finished floor level applies to the proposed extension.

5. I also understand that there has been built or is in the process of building a large shed on the land where the proposed extension is planned. Please explain why we were not notified of this build and was there a planning and building permit issued. Neither xxxx nor I have been approached by the applicants in relation to this application to allow us to discuss.

A planning permit has been issued in July, 2022 for a storage shed at the rear of the dwelling. This application was a Vic Smart Application where third party notice and rights are exempted in accordance with Clause 71.06 of the Loddon Planning Scheme.

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 overlays and balancing policy context that is relevant.

The proposal is supported by a wide range of policy within the Loddon Planning Scheme, which supports urban development in existing settlements and building viable small communities, in addition to improving the presentation and amenity of the townships to attract and retain residents at Clause 02.02. The proposed buildings and works including a new front fence and signage are considered to accord with the objectives and outcomes of the Heritage Overlay, as the proposal would respond to its surrounding character and built form. Policy specific to heritage conservation at Clause 15.03-1S seeks to provide for the conservation and enhancement of local significance and encourages appropriate development that respects places with identified heritage values.

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 all land affected by the Heritage Overlay at Clause 15.03-1L encourages renovation and re-use of existing heritage building stock, especially in commercial areas.

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 land is located within the Township Zone which includes in its purpose to allow a limited range of non-residential uses to serve local community needs in appropriate locations. The current building on the land is already used as a shop and gallery. There is an existing commercial premises adjoining to the east, Bridgewater Nursery. This section of Main Street, where the subject land is located, is an area informally used and functioning as the main retail/commercial area of Bridgewater, in the absence of a formal Commercial Zone. The use of a food and drinks premises at this location is considered an appropriate use which would complement the existing commercial uses on the land without comprising residential amenity and the appearance of the streetscape.

The development would accord with policy at Clause 02.02-3, relating to environmental risks and amenity, specifically flooding, as the new extension would not be comprised by flood activity based on the finished floor levels of the extension being constructed above the nominated flood level for this location.

Heritage Overlay

The proposed buildings and works, including a new fence and signage are considered to achieve compliance with the objectives and outcomes of the Heritage Overlay. The proposed buildings and works are considered to complement the streetscape character and would not diminish the integrity of the original building on the land.

The site sits within Heritage Overlay HO12 referring to Bridgewater Town Centre. The area is not on the Victoria Heritage Register and tree controls do not apply. The statement of significance includes that the town centre is historically and aesthetically important as an intact river crossing township during the 19th Century. The statement recognises a collection of buildings forming part of this heritage precinct.

The design, scale and use of the materials and finishes in the proposed extension and addition to the existing building, including the proposed replacement signs and fence are considered to respond to the urban character in this section of Main Street and an acceptable in this heritage setting.

4 CONCLUSION

The proposal is supported by a wide range of policy within the Loddon Planning Scheme, which supports urban development in existing settlements and building viable small communities, in addition to improving the presentation and amenity of the townships to attract and retain residents.

The design and use of materials and finishes is considered site responsive at this location and sympathetic to the heritage precinct. The extension would not be comprised by flood activity based on the finished floor levels of the extension being constructed above the nominated flood level for this location.

For the reasons discussed above the planning officer recommends that planning application 5869 be approved, subject to the conditions listed in section 1 of this report.

5 Appendix 1:

5.1 Objection 1

Dear Louise,

Please accept this letter as our official objection to the planning permit you recently sent dated 25/05/2023 and number 5869.

Please note:

1. We object to the brick wall proposed to be built on the boundary next to the access to our land.

2. Please elaborate on the food and drinks mentioned on the sign in the planning permit. As there is no detail to what is being proposed we object to the serving of food and drinks.

Are there provisions for patron's toilet facilities, is there a commercial kitchen licence applied for and granted, how many patron seated facilities to be provided, is there a requirement for parking, what are the proposed hours of operation.

3. There is mention of shifting the water meter in the planning permit application, you have said that is no responsibility to Loddon Shire but remains part of the application, I expect we will be informed by Coliban Water prior to any works undertaken as this also sits in the area of access to our land next door.

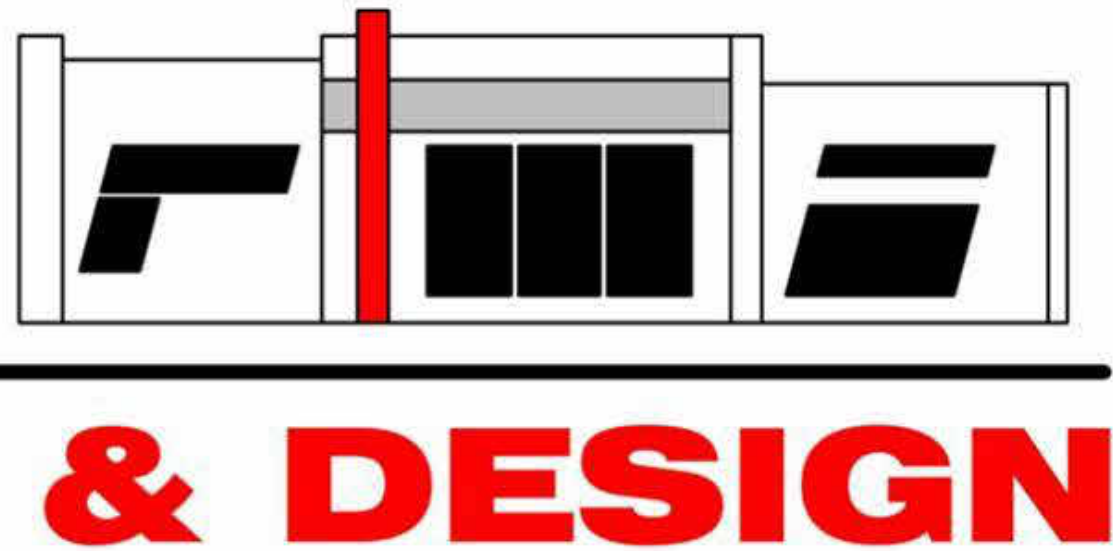
4. The flood levels are noted in the application, do the noted floor levels apply to all of the proposed new developments?

5. I also understand that there has been built or is in the process of building a large shed on the land where the proposed extension is planned. Please explain why we were not notified of this build and was there a planning and building permit issued.

6. Neither xxxx nor I have been approached by the applicants in relation to this application to allow us to discuss.

Yours Sincerely,

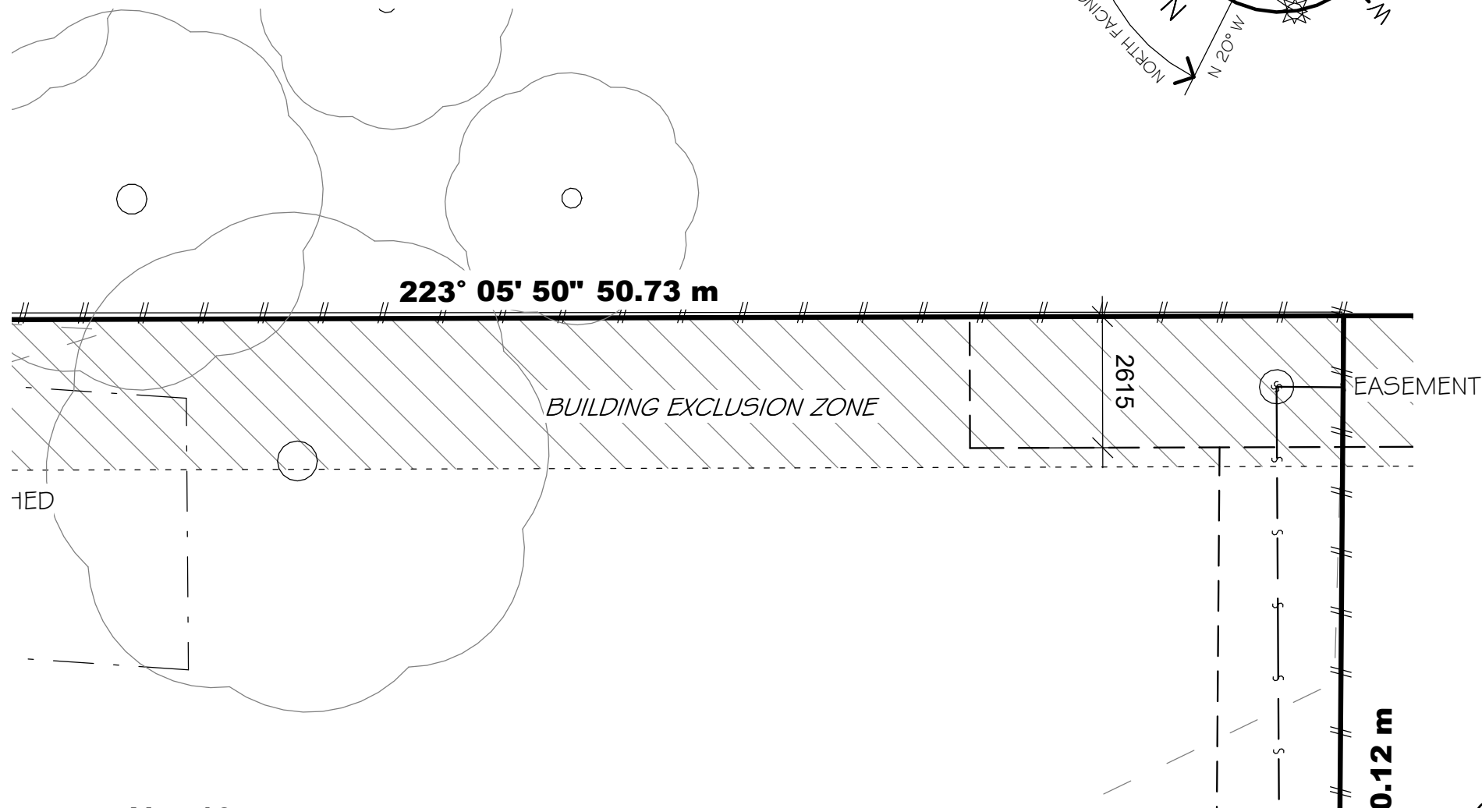
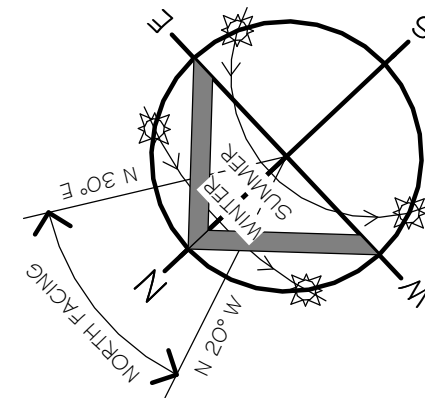
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RENOVATIONS, QUALITY PLANNING & DESIGN
PHONE: (03)5444 3315 - 0417 033 606
REGISTRATION No.: CDP-AD 57597

TOWN PLANNING PLANS

NOT TO BE USED FOR CONSTRUCTION PURPOSES

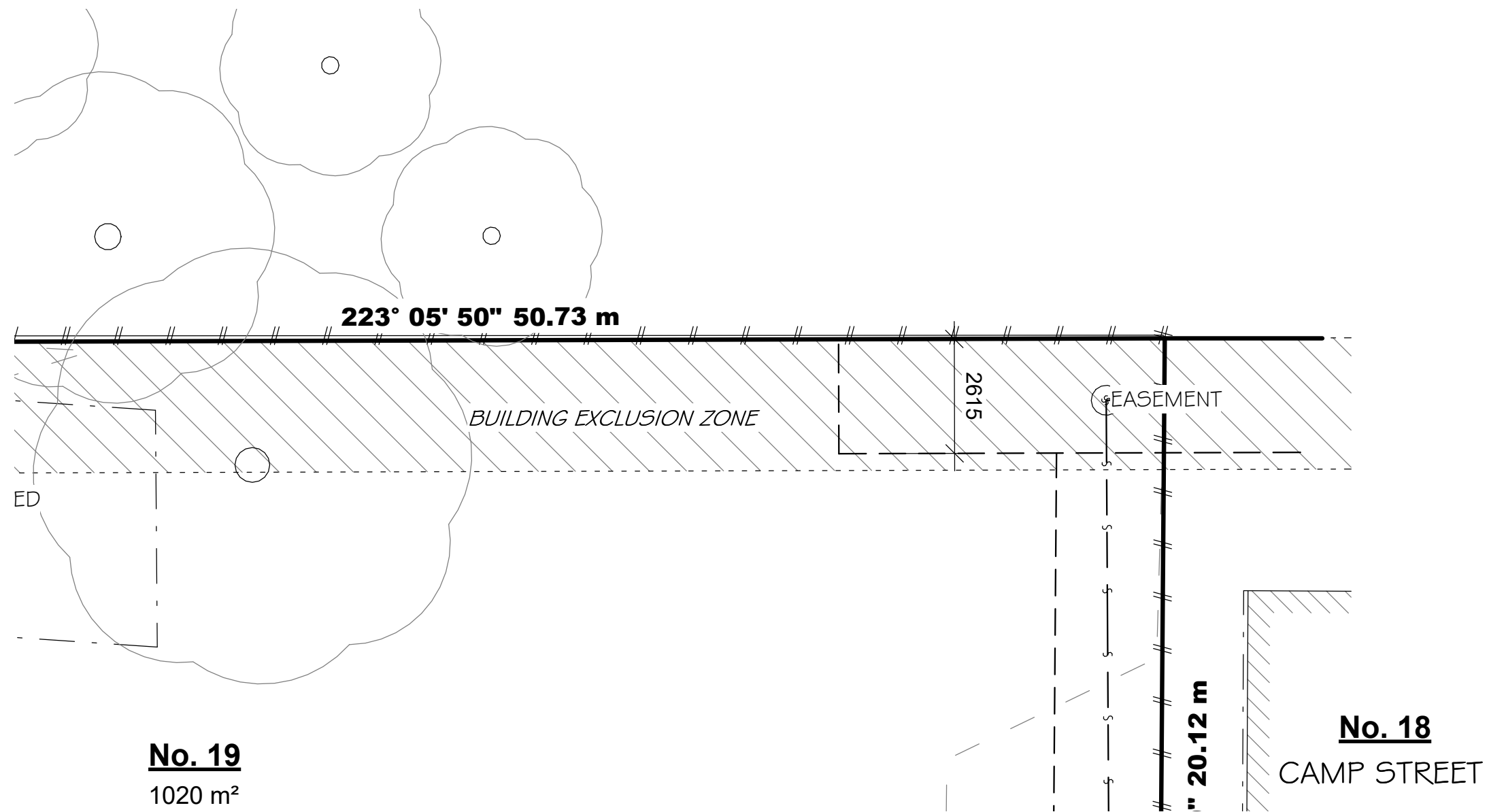


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CAMP STREET

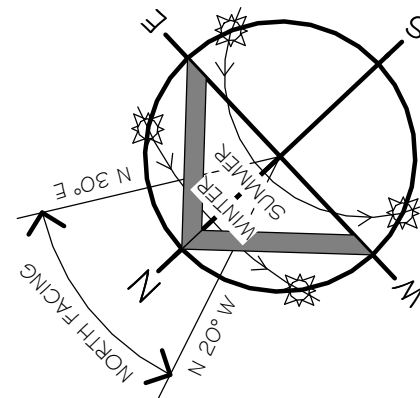
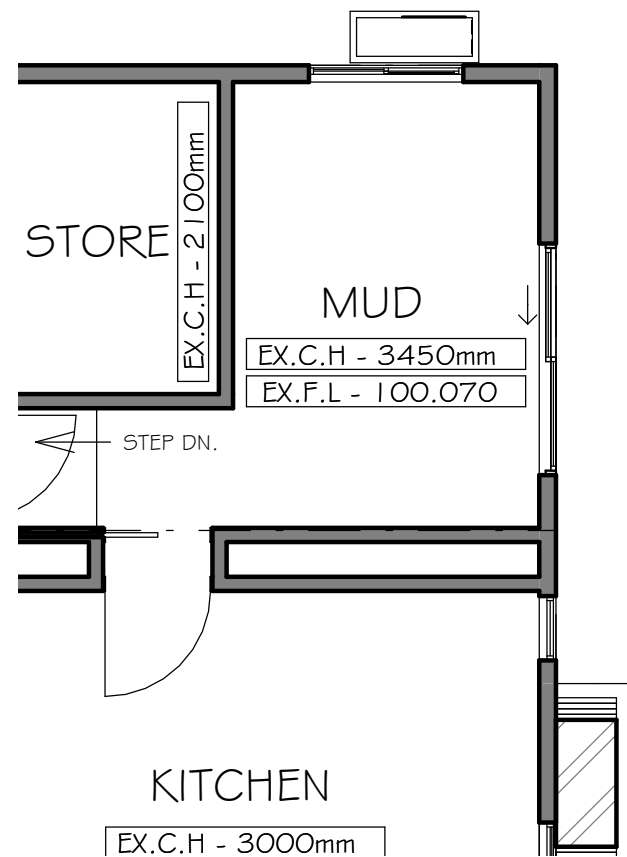
TOWN PLANNING PLANS

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TOWN PLANNING PLANS

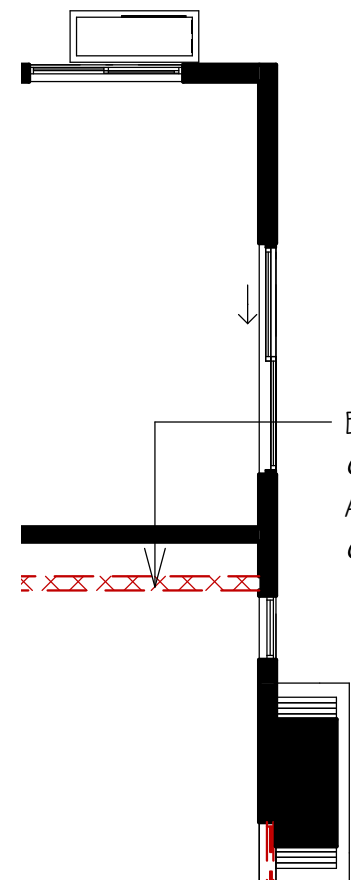
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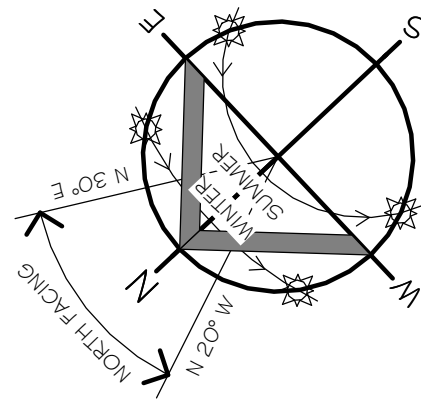
NOT TO BE USED FOR CONSTRUCTION PURPOSES

MOVED



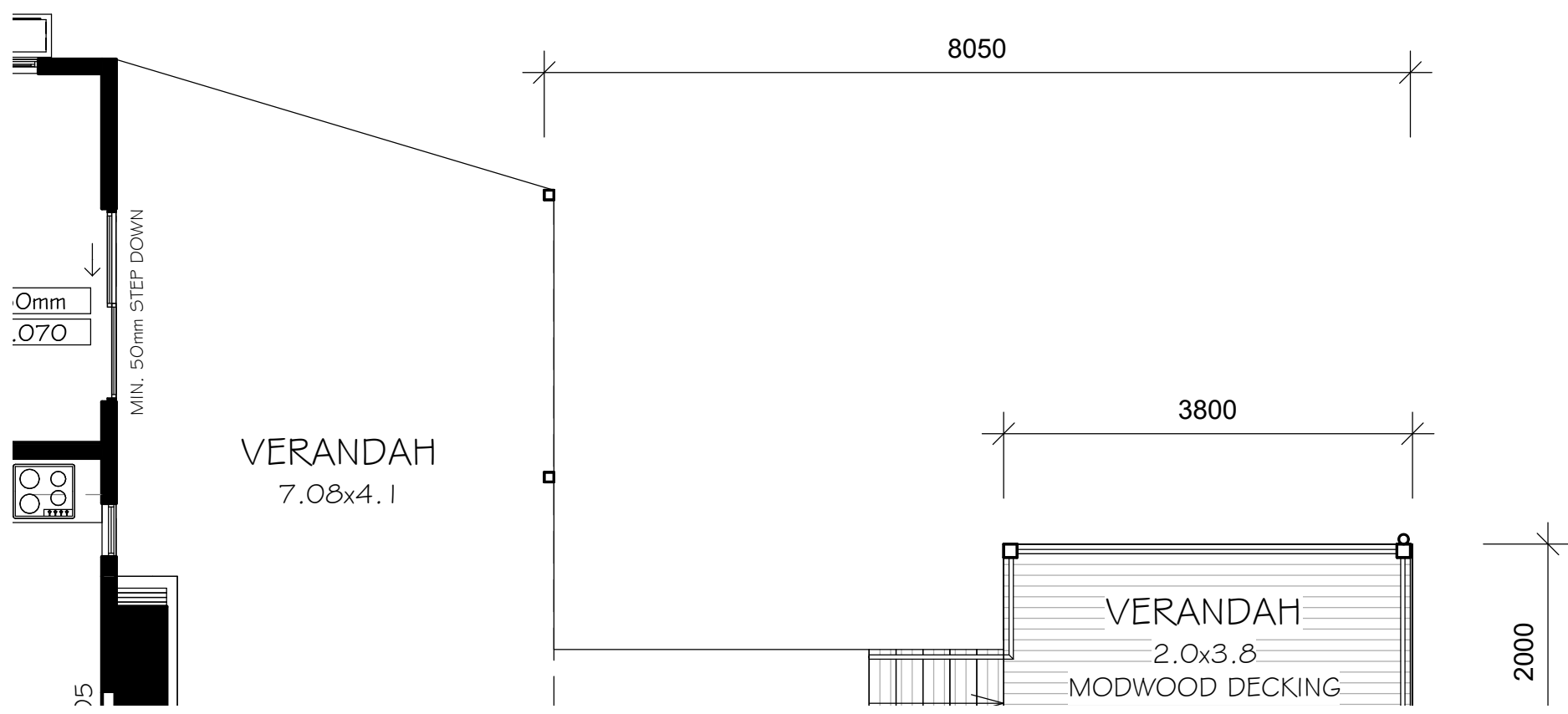
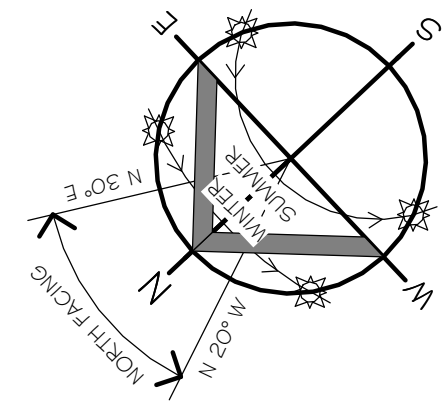
EXISTING INTERNAL WALL *TO BE REMOVED*
CONFIRM WALL IS *NON-LOADBEARING* BEFORE
ANY WORKS ARE COMMENCED, IF *LOADBEARING*
CONSULT ENGINEERS

EXISTING WINDOWS SHOWN
HATCHED *TO BE REMOVED*



TOWN PLANNING PLANS

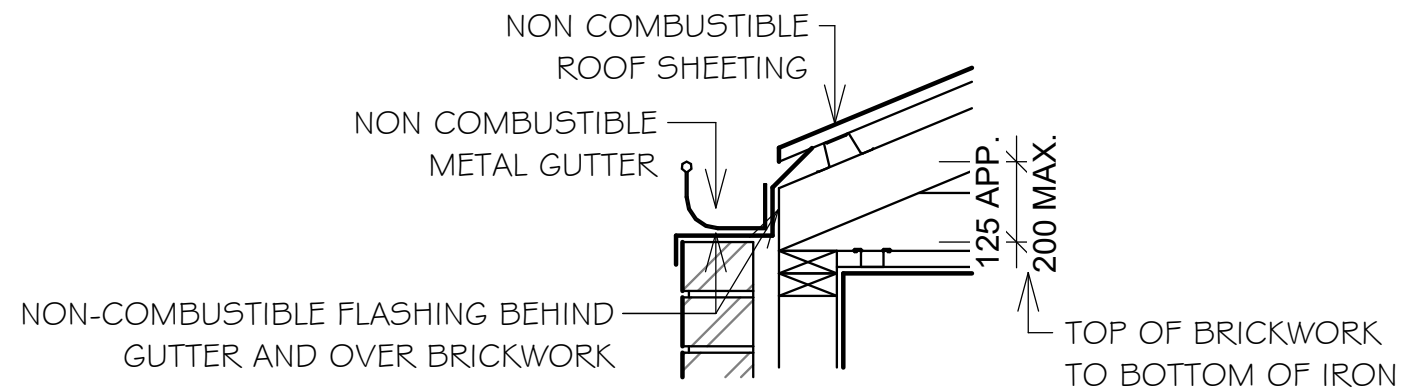
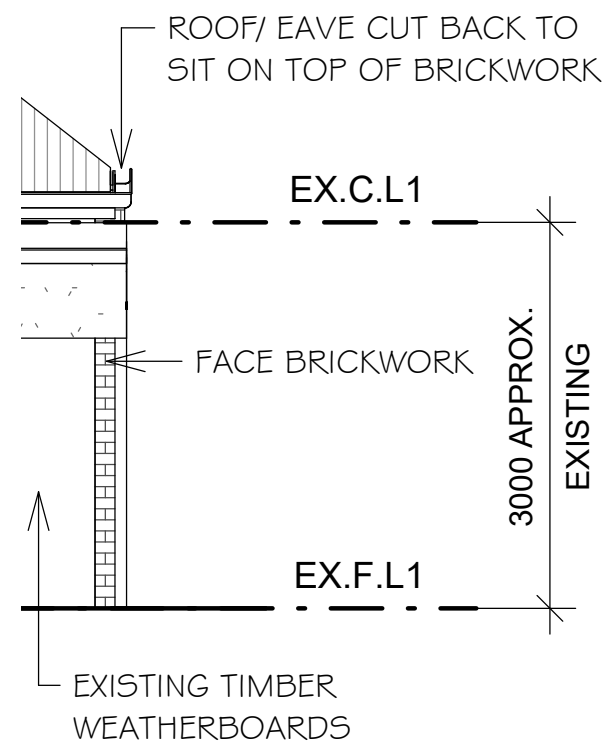
NOT TO BE USED FOR CONSTRUCTION PURPOSES



TOWN PLANNING PLANS

NOT TO BE USED FOR CONSTRUCTION PURPOSES

↓ SHEET ROOFING TO BE REMOVED WITH NEW C/BOND SHEETING ON-SITE



REFER FIGURE 3.7.2.3(c) OF NCC VOL. 2

GUTTER ON BRICKWORK DETAIL

1 : 20

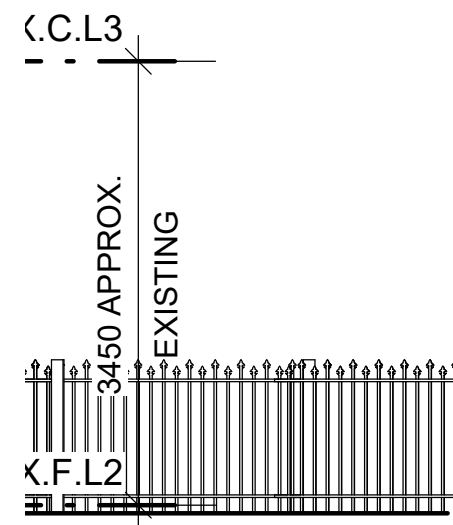
<u>MATERIAL & COLOUR SCHEDULE</u>		
ROOF	CUSTOM ORB	C.BOND- SURFMIST
FASCIA	METAL / TIMBER	C.BOND- SURFMIST
GUTTER	METAL	C.BOND- SURFMIST
WALLS	CUSTOM ORB	C.BOND- SURFMIST

TOWN PLANNING PLANS

NOT TO BE USED FOR CONSTRUCTION PURPOSES

ROOFING TO BE REMOVED
AND SHEETING

EXISTING METAL
GUTTER & TIMBER FASCIA



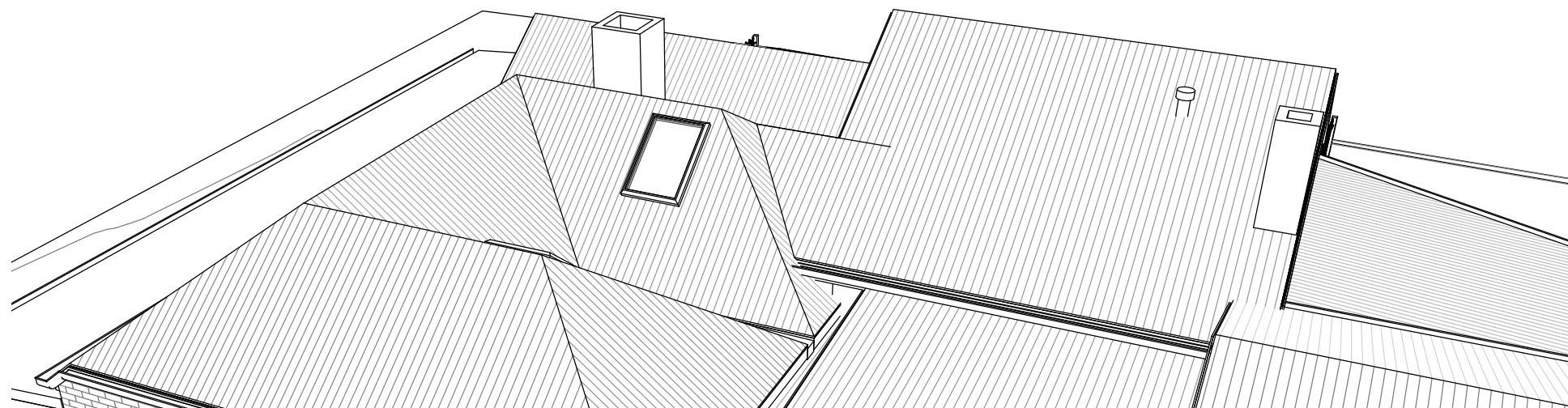
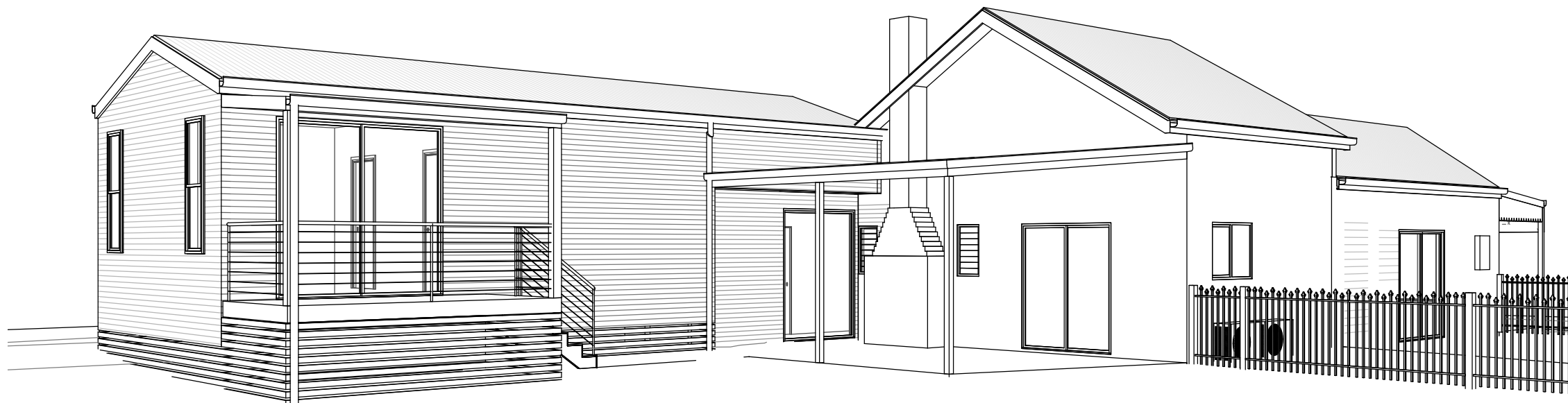
EXISTING COLORBOND
WALL

MATERIAL & COLOUR SCHEDULE

ROOF	CUSTOM ORB	C.BOND- SURFMIST
FASCIA	METAL / TIMBER	C.BOND- SURFMIST
GUTTER	METAL	C.BOND- SURFMIST
WALLS	CUSTOM ORB	C.BOND- SURFMIST
WINDOW AND DOOR FRAMES	ALUMINIUM	C.BOND- WOODLAND GREY
	TIMBER	PAINTED- WOODLAND GREY
POSTS	GALVANISED	PAINTED- WOODLAND GREY
DOWNPIPES	PVC	TO MATCH WALL BEHIND
FENCE & GATES	METAL	MATT BLACK FINISH

TOWN PLANNING PLANS

NOT TO BE USED FOR CONSTRUCTION PURPOSES



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10.2 ADOPTION OF THE 2023/24 BUDGET AND FEES AND CHARGES SCHEDULE

File Number: FOL/22/5338
Author: Deanne Caserta, Manager Financial Services
Authoriser: Amanda Wilson, Director Corporate
Attachments: 1. 2023/24 Budget
2. 2023/24 Fees and Charges Schedule

RECOMMENDATION

That Council:

- (a) having advertised the Draft Budget, and having received and reviewed submissions, adopt the 2023/24 Loddon Shire Council Budget.
- (b) having advertised the Draft Fees and Charges Schedule, and having received and reviewed submissions, adopt the 2023/24 Fees and Charges Schedule.
- (c) Authorise the Director Corporate and Chief Executive Officer to change Council's 2023/24 Fees and Charges Schedule where statutory fees and charges are altered by the State Government.

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 Fees and Charges Schedule at a Council Briefing on 28 March 2023.

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

Council resolved to advertise the Draft Budget and Draft Fees and Charges Schedule at a Council Meeting on Wednesday 26 April 2023.

Council was presented with the community feedback at a Council Forum on Tuesday 6 June 2023.

BACKGROUND

The draft documents were placed on public display, seeking feedback from Monday 1 May 2023 until Friday 19 May 2023, using the Community Engagement Policy as guidance.

During this period, copies of the documents were made available on Council's website and a printed copy posted to ratepayers where requested.

Advertisements were placed in the Bendigo Advertiser and the Loddon Herald. Facebook, emailing to all Council Section 65 Committees, the Community Reference Group and other media options were also utilised.

ISSUES/DISCUSSION

The Draft Budget maintains Council's approach of being financially responsible, while ensuring its commitment of providing a large range of services to the community.

The Draft Budget includes a rate increase of 3.5 per cent – in line with the Victorian Government's Fair Go Rates System. Council remains debt-free, with no loan repayments, and a continued strong cash position.

The draft budget allocates a capital expenditure program of \$10.73 million, which includes \$5.5 million towards roads, \$1.3 million for parks and streetscapes and \$232,000 for footpaths.

Additionally, the budget includes a \$200,000 allocation for works associated with the Building Asset Management Plan and full funding of Council's ongoing commitment to community planning of \$750,000.

There is also flood restoration works budgeted of \$20.0 million in the first year with a further \$20.0 million expected to be delivered in 2024/25.

With the Draft Fees and Charges schedule, 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 was guided by the principles located within the Revenue and Rating Plan. This indexation rate last year was 1.75%.

COST/BENEFITS

The benefits to Council and the community are that a consultative budget process complies with the Local Government Act 1989, and Local Government Act 2020, and allows the community to provide feedback to Council on the budget's content.

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 discussing and advertising the annual budget is that it will not comply with requirements under the Local Government Act 1989 and Local Government Act 2020.

CONSULTATION AND ENGAGEMENT

The Local Government Act 1989 requires that the Draft Budget be available for public feedback from a period of 28 days after Council advertisement. After the lapsing of 28 days all submissions received must be provided to Council when deliberating on adoption of the documents.

Although the new Local Government Act 2020 does not require this process to be undertaken, it was used as a guide in the process followed when seeking community feedback. For the 2023/24 draft documents, a period of 21 days were provided for public feedback for both the Draft Budget and Draft Fees and Charges Schedule.

Three submissions were received on the draft documents during the public display period. These related to rates increase, waste charges and user hire fees.

The public feedback submissions were discussed at the Council Forum on 6 June 2023 and as a result one change to the document was made to reduce a public liability user insurance fee to the cost recovery amount.

Loddon Shire Council's Community Reference Group received a presentation of the draft budget during May and provided valuable input and questions regarding income and expenditure.

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 \$43.39 million (2022/23 \$44.60 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.



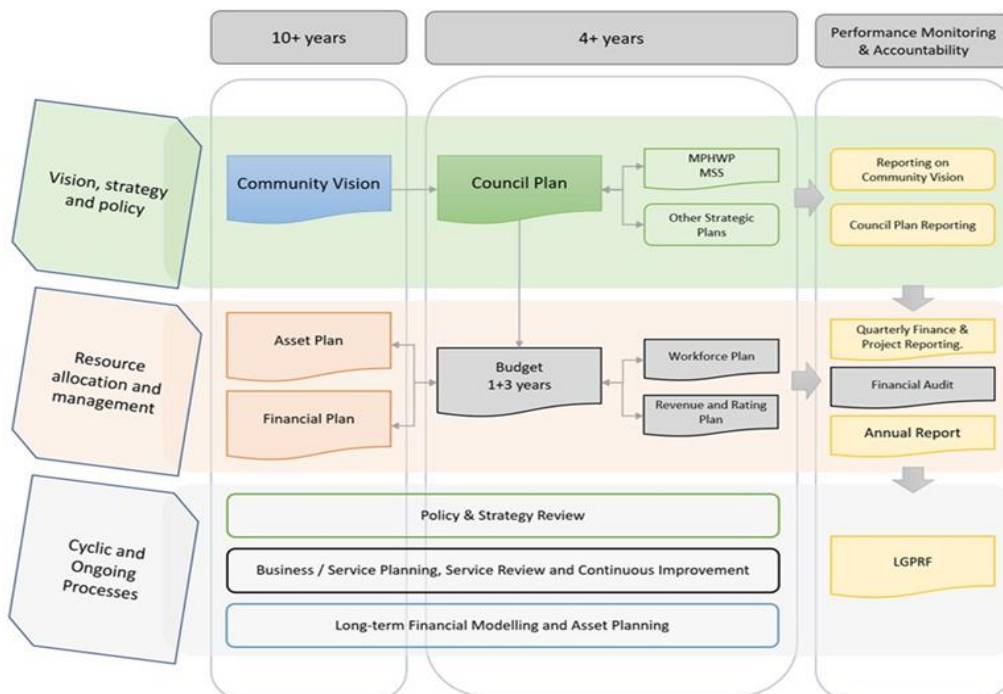
LODDON SHIRE COUNCIL
BUDGET FOR THE YEAR ENDED 30 JUNE 2023

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

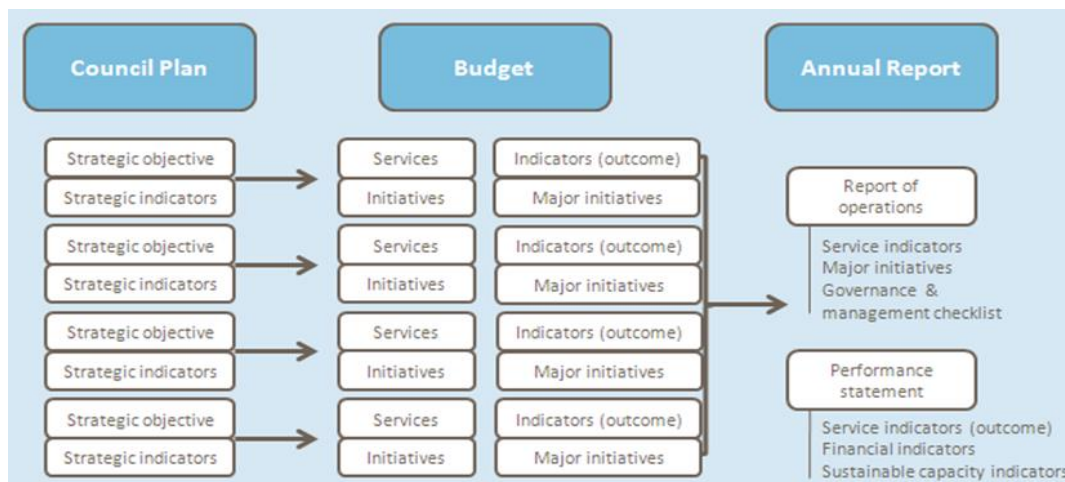
A supported and accessible community.



**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	(1,149,363)	1,974,634	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	5,748,477	2,543,567	8,292,044
DoT routine maintenance contract	(44,765)	261,774	217,009
Total	11,980,051	28,591,761	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	(1,149,363)	1,974,634	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	5,748,477	2,543,567	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	16,422,097	32,257,318	48,679,414
Expenses added in:			
Depreciation			10,308,760
Surplus/(deficit) before funding sources			26,730,858
Funding sources added in:			
Rates and charges revenue			(10,637,560)
Waste charge revenue			(2,075,975)
Operating surplus/(deficit) for the year			14,017,322



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	13,589,708	23,587,959	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		44,602,774	43,390,931	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		3,128,481	(14,017,322)	(8,175,044)	(8,054,702)	(8,354,620)
Other comprehensive income						
Other comprehensive income		-	-	-	-	-
Total other comprehensive income		-	-	-	-	-
Total comprehensive result		3,128,481	(14,017,322)	(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		27,276,053	13,985,954	9,306,022	5,249,866	153,109
Trade and other receivables		852,827	847,534	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	31,153,928	17,858,536	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		399,366,534	397,065,285	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		394,164,928	391,194,488	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		17,558,269	9,408,398	9,942,535	10,459,814	9,633,470
TOTAL EQUITY		394,164,928	391,194,488	394,396,149	397,956,912	401,446,339

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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	3,128,481	3,128,481	-	-
Net asset revaluation increment / (decrement)	10,321,855	-	10,321,855	-
Transfer to other reserves	-	(11,120,469)	-	11,120,469
Transfer from other reserves	-	20,376,456	-	(20,376,456)
Balance at end of financial year	394,164,928	104,052,015	272,554,644	17,558,269

2024 Budget	Total \$	Accumulated surplus \$	Revaluation reserve \$	Other reserves \$
Balance at beginning of the financial year	394,164,928	104,052,015	272,554,644	17,558,269
Surplus/ (deficit) for the year	(14,017,322)	(14,017,322)	-	-
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	-	10,443,502	-	(10,443,502)
Balance at end of financial year	391,194,488	98,184,564	283,601,526	9,408,398

2025 Projection	Total \$	Accumulated surplus \$	Revaluation reserve \$	Other reserves \$
Balance at beginning of the financial year	391,194,488	98,184,564	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	89,475,383	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	89,475,383	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	80,903,402	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	80,903,402	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	73,375,125	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		12,265,393	13,174,230	13,435,296	14,036,530	14,377,837
Statutory fees and fines		349,023	300,727	298,276	361,599	334,744
User fees		1,773,275	1,027,940	995,922	1,258,026	1,112,224
Grants - operating		13,861,502	24,059,718	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		42,328,944	44,249,034	50,274,462	31,223,313	31,828,736
Payments						
Employee costs		(13,090,078)	(12,790,486)	(12,821,502)	(13,156,062)	(13,507,487)
Materials and services		(18,403,619)	(34,475,156)	(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)	(47,283,112)	(47,857,567)	(28,550,246)	(29,020,109)
Net cash provided by/(used in) operating activities	4.4.1	10,816,858	(3,034,078)	2,416,895	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		(13,135,506)	(13,290,099)	(4,679,932)	(4,056,156)	(5,096,757)
Cash and cash equivalents at the beginning of the year		40,411,559	27,276,053	13,985,954	9,306,022	5,249,866
Cash and cash equivalents at the end of the year		27,276,053	13,985,954	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			
Executive and commercial 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		8,801,310	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	17,558,269	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	0.002786	0.002137	-23.3%
Rural	0.002451	0.001881	-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 0.002137 cents in the dollar of CIV for all rateable general properties
- a rural rate of 0.001881 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	12,909,715	5,026,458	(7,883,257)	-61.1%
State funded grants	14,788,054	3,336,953	(11,451,101)	-77.4%
Total grants received	27,697,769	8,363,411	(19,334,358)	-69.8%



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 %
(a) Operating grants				
Recurrent - Commonwealth Government				
VLGGC - local roads	4,401,633	1,099,598	(3,302,035)	-75.0%
VLGGC - general	6,315,218	1,539,134	(4,776,084)	-75.6%
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	12,575,208	3,564,959	- 9,010,249	-71.7%
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	13,589,708	23,587,959	- 9,345,749	73.6%

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 \$13.3 million during the year mainly due 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	8,801,311	11,336,435	8,801,310
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	11,120,469	20,376,456	17,558,269



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	8,801,310	-	7,916,195	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	17,558,269	2,293,631	10,443,502	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			8,801,310
ADD transfer to reserve			
Nil		-	-
LESS transfer from reserve			
75% Upfront payment of Grants Commission		(7,916,195)	(7,916,195)
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	31,153,928	17,858,536	13,295,392
Current liabilities	3,617,170	3,987,245	(370,075)
Working capital	27,536,758	13,871,291	13,665,467
Intended allocation assets			
- Discretionary reserves	(17,558,269)	(9,408,398)	(8,149,871)
- 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	908,072	5,561,320

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 \$13.3 million to \$14.0 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 \$1.02 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		27,276,053	13,985,954	(13,290,099)
Intended allocation assets				
Leave allocations	4.4.5	(3,159,704)	(3,222,898)	(63,194)
Discretionary reserves	4.4.6	(17,558,269)	(9,408,398)	8,149,871
Restricted allocation assets				
Trust funds and deposits		(349,393)	(331,923)	17,470
Unrestricted cash adjusted for discretionary reserves	4.4.7	6,208,687	1,022,735	(5,185,952)

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	54	54	54	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	28.00%	28.00%	28.00%	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	+ / O / -
Liquidity						
Working capital	Current assets / Current liabilities	2	604.47%	861.28%	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%	41.43%	32.92%	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	+ / O / -
Liquidity						
Working capital	Current assets / Current liabilities	2	200.00%	200.00%	200.00%	-
Obligations						
Asset renewal	Asset renewal and upgrade expenses / Asset depreciation	3	100.00%	100.00%	100.00%	O
Stability						
Rates concentration	Rates revenue / Adjusted underlying revenue		35.00%	35.00%	35.00%	O
Efficiency						
Expenditure level	Total expenses / No. of property assessments	4	\$3,500	\$3,500	\$3,500	O

5B FINANCIAL PERFORMANCE INDICATORS

Indicator	Measure	Notes	Actual	Forecast	Budget	Trend
			2021/22	2022/23	2023/24	+ / O / -
Operating position						
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	5	3.94%	-28.08%	-40.01%	O
Liquidity						
Unrestricted cash	Unrestricted cash / Current liabilities		53.31%	171.64%	25.65%	-
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	13,589,708	23,587,959	9,998,251
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	44,602,774	43,390,931	(1,211,843)
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	3,128,481	(14,017,322)	(17,145,802)



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	13,589,708	23,587,959	9,998,251
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	44,602,774	43,390,931	(1,211,843)
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	3,128,481	(14,017,322)	(17,145,804)



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	3,128,481	(14,017,322)	(17,145,804)
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	13,235,109	(3,708,562)	- 16,943,671
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	11,120,469	2,293,631	(8,826,838)
Loan repayments	-	-	-
Total capital, transfers and loans	35,400,822	13,020,985	(22,379,837)
Capital expenditure, transfers and loans will be financed by:			
Asset sales	327,989	471,333	143,344
Transfers from reserves	20,376,456	10,443,502	(9,932,954)
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	18,446,606	(11,250,881)
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 financial 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>

LODDON SHIRE COUNCIL

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



DOCUMENT INFORMATION

DOCUMENT TYPE:	Strategic document
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Chief Executive Officer

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DRAFT Fees and Charges 2023-24 v1.docx

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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

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 Section 10(2) prior to Certification	Application	M	No	\$114.70
Amendment of a certified plan under section 11(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	\$28.00
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 DELEGATION REVIEW - COUNCIL TO MEMBERS OF COUNCIL STAFF

File Number: DOC/23/32554
Author: Lisa Clue, Manager Governance
Authoriser: Amanda Wilson, Director Corporate
Attachments: 1. Instrument of Delegation - Council to members of Council staff

RECOMMENDATION

That Council resolves:

1. To delegate authority to the members of Council staff holding, acting in or performing the roles and duties referred to in the attached Instrument of Delegation to Members of Council Staff.
2. The instrument comes into force immediately upon this resolution being made, and signed by Council's Chief Executive Officer.
3. On the coming into force of the instrument, all previous delegations to members of Council staff (other than the Chief Executive Officer) are revoked.
4. The duties and functions set out in the instrument must be performed, and the powers set out in the instrument must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.

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 most recently discussed delegations to members of Council staff at its June 2022 meeting.

BACKGROUND

As a legal entity and not a 'natural person', Council can act in only one of two ways: by resolution or through others acting on its behalf. The power for Council to act by resolution is set out in section 59 of the Local Government Act 2020.

Alternatively, a Council can act through others. A number of acts and regulations provide for Council to delegate certain powers, duties or functions to members of Council staff. Where this is to occur, appointments are formalised through a written 'instrument of delegation'.

In addition to the legislative requirement for all delegations to be reviewed within 12 months after a general election, delegations are reviewed regularly as, at times Council decisions are the subject to legal scrutiny, which calls for precision about what decision was made, who made it and when it was made.

ISSUES/DISCUSSION

Following a review of the delegations, this report seeks to update the Instrument of Delegation to Members of Council Staff reflecting changes summarised below.

Cemeteries and Crematoria Act 2003:

- Section 52 – requires a cemetery trust to submit a report on the exercise of its powers and functions under the Cemeteries and Crematoria Act annually to the Secretary. The duty to submit this report has now been inserted into, and delegated to an officer within the Instrument of Delegation.
- Section 74 – has been amended to include new subsection (3), '*when granting a right of interment to a person for a period of 25 years, a cemetery trust must offer a perpetual right of interment to the person*'. The duty to offer a perpetual right of interment has now been inserted into, and delegated to an officer within the Instrument of Delegation.
- Section 84I(4) – is a new section providing for a cemetery trust to exercise the rights of a holder of a right of interment in specified circumstances. The power to exercise the rights of a holder of a right of interment has now been inserted into, and delegated to an officer within the Instrument of Delegation.

Food Act 1984:

- Section 40E – In certain circumstances, a Council may be directed to suspend or revoke the registration of a food premises by the relevant government department Secretary. The duty to comply with such a direction has now been inserted into, and delegated to an officer within the Instrument of Delegation.

Planning and Environment Act 1987:

- Section 4I – aligning to the specific wording of this section, the delegated duty has been amended within the Instrument of Delegation from being a duty to keep documents available to a duty to make a copy of the documents available
- Sections 18, 21(2) and 26(2) – these sections all relate to the amendment of planning schemes. The period documents must be made available in accordance with each section has been added to the conditions and limitations column for reference
- Section 22(1) – the delegated duty in the Instrument of Delegation has been expanded to align to the specific wording of this section, clarifying public submissions about a planning scheme amendment received before the date specified on the notice must be considered
- Section 22(2) – the delegated powers and duties which relate to consideration of public submissions about a planning scheme amendment, are now inserted in two parts - one being a delegated power to consider late submissions, the other being a delegated duty to consider late submissions if directed by the Minister.
- Section 185B – a new section requiring a municipal council, public authority or public entity to comply with any request from the Minister to provide the contact details of any person to whom the Minister is required to give notice under the Planning and Environment Act. The duty to comply with such a request has now been inserted into, and delegated to an officer within the Instrument of Delegation.

Planning and Environment Regulations 2015:

- Regulations 25(a) and (b) – relate to documents used to consider planning permit applications under section 60(1A)(g) of the planning and Environment Act. The delegated duties under these regulations have been slightly amended to reflect the requirement for copies of documents to be made available in accordance with the public availability requirements, ie in person, online and on request.

COST/BENEFITS

Amending the Instrument of Delegation to Members of Council Staff will not have any financial impacts for Council.

RISK ANALYSIS

Routine review of delegations ensures that council staff are able to act on behalf of Council in accordance with relevant and current legislation and regulations.

CONSULTATION AND ENGAGEMENT

Council subscribes to the Maddocks Authorisations and Delegations Service, which provides advice regarding legislative amendments and template instruments.

Relevant staff across the organisation are involved in delegation reviews, relevant to their role and new or amended legislation and regulations.

[S6] Instrument of Delegation Council to Members of Council Staff

In exercise of the powers conferred by the legislation referred to in the attached Schedule, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
2. record that references in the Schedule are as follows:

Abbreviation	Position
AOO	Administrative Officer - Operations
AMC	Asset Management Coordinator
AGISO	Assets and GIS Officer
CEO	Chief Executive Officer
DE	Design Engineer
DCW	Director Community Wellbeing
DC	Director Corporate
DOP	Director Operations
FA	Financial Accountant
LLACO	Local Laws/Animal Control Officer
LLPCO	Local Laws/Planning Compliance Officer
MAI	Manager Assets and Infrastructure
MDC	Manager Development and Compliance
MFS	Manager Financial Services
MOD	Manager Organisation Development
MW	Manager Works
MBS	Municipal Building Surveyor
MEMO	Municipal Emergency Management Officer
PMC	Project Management Coordinator

Abbreviation	Position
PHO	Public Health Officer
R	Ranger
RC	Revenue Coordinator
SPHO	Senior Public Health Officer
SPC	Statutory Planning Coordinator
SPO	Statutory Planning Officer
SP	Strategic Planner
TLO	Team Leader Outdoor
TLTS	Team Leader Townscape Services
TO	Technical Officer (Design and Works)
TWSC	Townscape and Waste Services Coordinator
WC	Works Coordinator

3. declares that:
- 3.1 this Instrument of Delegation is authorised by a resolution of Council passed on 27 June 2023; and
- 3.2 the delegation:
- 3.2.1 comes into force immediately upon the resolution being made, and is to be signed by Council's Chief Executive Officer;
- 3.2.2 remains in force until varied or revoked;
- 3.2.3 is subject to any conditions and limitations set out in sub-paragraph 3.3, and the Schedule; and
- 3.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
- 3.3 the delegate must not determine the issue, take the action or do the act or thing:
- 3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
- 3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
- (a) policy; or
- (b) strategy
- adopted by Council;

Delegation Sources

- Cemeteries and Crematoria Act 2003
- Domestic Animals Act 1994
- Food Act 1984
- Heritage Act 2017
- Local Government Act 1989
- Planning and Environment Act 1987
- Residential Tenancies Act 1997
- Road Management Act 2004
- Cemeteries and Crematoria Regulations 2015
- Planning and Environment Regulations 2015
- Planning and Environment (Fees) Regulations 2016
- Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020
- Road Management (General) Regulations 2016
- Road Management (Works and Infrastructure) Regulations 2015

S6 Instrument of Delegation - Members of Staff

Cemeteries and Crematoria Act 2003			
Column 1	Column 2	Column 3	Column 4
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 8(1)(a)(ii)	Power to manage one or more public cemeteries	CEO	Where Council is a Class B cemetery trust
s 12(1)	Function to properly and efficiently manage and maintain each public cemetery for which responsible and carry out any other function conferred under this Act	CEO	Where Council is a Class B cemetery trust
s 12(2)	Duty to have regard to the matters set out in paragraphs (a) - (c) in exercising its functions	CEO	Where Council is a Class B cemetery trust
s 12A(1)	Function to do the activities set out in paragraphs (a) - (n)	CEO	Where Council is a Class A cemetery trust
s 12A(2)	Duty to have regard to matters set out in paragraphs (a) - (e) in exercising its functions	CEO	Where Council is a Class A cemetery trust
s 13	Duty to do anything necessary or convenient to enable it to carry out its functions	CEO	
s 14	Power to manage multiple public cemeteries as if they are one cemetery.	CEO	
s 15(4)	Duty to keep records of delegations	CEO	
s 17(1)	Power to employ any persons necessary	CEO	

Cemeteries and Crematoria Act 2003			
Column 1	Column 2	Column 3	Column 4
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 17(2)	Power to engage any professional, technical or other assistance considered necessary	CEO	
s 17(3)	Power to determine the terms and conditions of employment or engagement	CEO	Subject to any guidelines or directions of the Secretary
s 18(3)	Duty to comply with a direction from the Secretary	CEO	
s 18B(1) & (2)	Duty to establish governance committees within 12 months of becoming a Class A cemetery trust and power to establish other governance committees from time to time	CEO	Where Council is a Class A cemetery trust
s 18C	Power to determine the membership of the governance committee	CEO	Where Council is a Class A cemetery trust
s 18D	Power to determine procedure of governance committee	CEO	Where Council is a Class A cemetery trust
s 18D(1)(a)	Duty to appoint community advisory committee for the purpose of liaising with communities	CEO	Where Council is a Class A cemetery trust
s 18D(1)(b)	Power to appoint any additional community advisory committees	CEO	Where Council is a Class A cemetery trust
s 18D(2)	Duty to establish a community advisory committee under section 18D(1)(a) within 12 months of becoming a Class A cemetery trust.	CEO	Where Council is a Class A cemetery trust

Cemeteries and Crematoria Act 2003			
Column 1	Column 2	Column 3	Column 4
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 18D(3)	Duty to include a report on the activities of the community advisory committees in its report of operations under Part 7 of the Financial Management Act 1994	CEO	Where Council is a Class A cemetery trust
s 18F(2)	Duty to give preference to a person who is not a funeral director of a stonemason (or a similar position) when appointing a person to a community advisory committee	CEO	Where Council is a Class A cemetery trust
s 18H(1)	Duty to hold an annual meeting before 30 December in each calendar year	CEO	Where Council is a Class A cemetery trust
s 18I	Duty to publish a public notice of annual meeting in a newspaper, a reasonable time before the date of the annual meeting	CEO	Where Council is a Class A cemetery trust
s.18J	Duty to provide leadership, assistance and advice in relation to operational and governance matters relating to cemeteries (including the matters set out in s 18J(2))	CEO	Where Council is a Class A cemetery trust
s 18L(1)	Duty to employ a person as the chief executive officer (by whatever title called) of the Class A cemetery trust	CEO	Where Council is a Class A cemetery trust
s 18N(1)	Duty to prepare an annual plan for each financial year that specifies the items set out in paragraphs (a)-(d)	CEO	Where Council is a Class A cemetery trust
s 18N(3)	Duty to give a copy of the proposed annual plan to the Secretary on or before 30 September each year for the Secretary's approval	CEO	Where Council is a Class A cemetery trust

Cemeteries and Crematoria Act 2003			
Column 1	Column 2	Column 3	Column 4
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 18N(5)	Duty to make amendments as required by the Secretary and deliver the completed plan to the Secretary within 3 months	CEO	Where Council is a Class A cemetery trust
s 18N(7)	Duty to ensure that an approved annual plan is available to members of the public on request	CEO	Where Council is a Class A cemetery trust
s 18O(1)	Duty to prepare a strategic plan and submit the plan to the Secretary for approval	CEO	Where Council is a Class A cemetery trust
s 18O(4)	Duty to advise the Secretary if the trust wishes to exercise its functions in a manner inconsistent with its approved strategic plan	CEO	Where Council is a Class A cemetery trust
s 18O(5)	Duty to ensure that an approved strategic plan is available to members of the public on request	CEO	Where Council is a Class A cemetery trust
s 18Q(1)	Duty to pay an annual levy on gross earnings as reported in the annual financial statements for the previous financial year.	CEO	Where Council is a Class A cemetery trust
s 19	Power to carry out or permit the carrying out of works	CEO	
s 20(1)	Duty to set aside areas for the interment of human remains	CEO	
s 20(2)	Power to set aside areas for the purposes of managing a public cemetery	CEO	

Cemeteries and Crematoria Act 2003			
Column 1	Column 2	Column 3	Column 4
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 20(3)	Power to set aside areas for those things in paragraphs (a) - (e)	CEO	
s 24(2)	Power to apply to the Secretary for approval to alter the existing distribution of land	CEO	
s 36	Power to grant licences to enter and use part of the land or building in a public cemetery in accordance with s 36	CEO	Subject to the approval of the Minister
s 37	Power to grant leases over land in a public cemetery in accordance with s 37	CEO	Subject to the Minister approving the purpose
s 40	Duty to notify Secretary of fees and charges fixed under s 39	CEO	
s 47	Power to pay a contribution toward the cost of the construction and maintenance of any private street adjoining or abutting a cemetery	CEO	Provided the street was constructed pursuant to the Local Government Act 1989
s 52	Duty to submit a report to the Secretary in relation to any public cemetery for which the cemetery trust is responsible for each financial year in respect of which it manages that cemetery	CEO	
s 57(1)	Duty to submit a report to the Secretary every financial year in respect of powers and functions under the Act	CEO	Report must contain the particulars listed in s 57(2)
s 59	Duty to keep records for each public cemetery	CEO	

Cemeteries and Crematoria Act 2003			
Column 1	Column 2	Column 3	Column 4
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 60(1)	Duty to make information in records available to the public for historical or research purposes	CEO	
s 60(2)	Power to charge fees for providing information	CEO	
s 64(4)	Duty to comply with a direction from the Secretary under s 64(3)	CEO	
s 64B(d)	Power to permit interments at a reopened cemetery	CEO	
s 66(1)	Power to apply to the Minister for approval to convert the cemetery, or part of it, to a historic cemetery park	CEO	The application must include the requirements listed in s 66(2)(a)-(d)
s 69	Duty to take reasonable steps to notify of conversion to historic cemetery park	CEO	
s 70(1)	Duty to prepare plan of existing places of interment and make a record of any inscriptions on memorials which are to be removed	CEO	
s 70(2)	Duty to make plans of existing place of interment available to the public	CEO	
s 71(1)	Power to remove any memorials or other structures in an area to which an approval to convert applies	CEO	
s 71(2)	Power to dispose of any memorial or other structure removed	CEO	

Cemeteries and Crematoria Act 2003			
Column 1	Column 2	Column 3	Column 4
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 72(2)	Duty to comply with request received under s 72	CEO	
s 73(1)	Power to grant a right of interment	CEO	
s 73(2)	Power to impose conditions on the right of interment	CEO	
s 74(3)	Duty to offer a perpetual right of interment	DC	
s 75	Power to grant the rights of interment set out in s 75(a) and (b)	CEO	
s 76(3)	Duty to allocate a piece of interment if an unallocated right is granted	CEO	
s 77(4)	Power to authorise and impose terms and conditions on the removal of cremated human remains or body parts from the place of interment on application	CEO	
s 80(1)	Function of receiving notification and payment of transfer of right of interment	CEO	
s 80(2)	Function of recording transfer of right of interment	CEO	
s 82(2)	Duty to pay refund on the surrender of an unexercised right of interment	CEO	
s 83(2)	Duty to pay refund on the surrender of an unexercised right of interment	CEO	

Cemeteries and Crematoria Act 2003			
Column 1	Column 2	Column 3	Column 4
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 83(3)	Power to remove any memorial and grant another right of interment for a surrendered right of interment	CEO	
s 84(1)	Function of receiving notice of surrendering an entitlement to a right of interment	CEO	
s 84F(2)(d)	Function of receiving notice of decision to vary or force the surrender of a right of interment under s 84C(2), (3) or (5)	DC	
s 84H(4)	Power to exercise the rights of a holder of a right of interment	DC	
s 84I(4)	Power to exercise the rights of a holder of a right of interment	DC	
s 84I(5)	Duty to pay refund to the previous holder or holders of the right of interment	DC	
s 84I(6)(a)	Power to remove any memorial on the place of interment	DC	
s 84I(6)(b)	Power to grant right of interment under s 73	DC	
s.85(1)	Duty to notify holder of 25 year right of interment of expiration at least 12 months before expiry	CEO	The notice must be in writing and contain the requirements listed in s 85(2)
s 85(2)(b)	Duty to notify holder of 25 year right of interment of expiration of right at least 12 months before expiry	CEO	Does not apply where right of interment relates to remains of a deceased veteran.

Cemeteries and Crematoria Act 2003			
Column 1	Column 2	Column 3	Column 4
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
85(2)(c)	Power to leave interred cremated remains undistributed in perpetuity and convert right of interment to perpetual right of interment or; remove interred remains and re-inter at another location within cemetery grounds and remove any memorial at that place and re-establish at new or equivalent location.	CEO	May only be exercised where right of interment relates to cremated human remains of a deceased identified veteran, if right of interment is not extended or converted to a perpetual right of interment
s 86	Power to remove and dispose of cremated human remains and remove any memorial if no action taken by right holder within time specified	CEO	
s 86(2)	Power to leave interred cremated human remains undisturbed or convert the right of interment to a perpetual right of interment	CEO	
s 86(3)(a)	Power to leave interred cremated human remains undisturbed in perpetuity and convert the right of interment to a perpetual right of interment	CEO	
s 86(3)(b)	Power to remove interred cremated human remains and take further action in accordance with s 86(3)(b)	CEO	
s.86(4)	power to take action under s.86(4) relating to removing and re-interring cremated human remains	CEO	
s.86(5)	duty to provide notification before taking action under s.86(4)	CEO	

Cemeteries and Crematoria Act 2003			
Column 1	Column 2	Column 3	Column 4
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 86A	Duty to maintain place of interment and any memorial at place of interment, if action taken under s 86(3)	CEO	
s 87(3)	Duty, if requested, to extend the right for a further 25 years or convert the right to a perpetual right of interment	CEO	
s 88	Function to receive applications to carry out a lift and re-position procedure at a place of interment	CEO	
s 91(1)	Power to cancel a right of interment in accordance with s 91	CEO	
s 91(3)	Duty to publish notice of intention to cancel right of interment	CEO	
s 92	Power to pay refund or grant a right of interment in respect of another place of interment to the previous holder of the cancelled right of interment	CEO	
s 98(1)	Function of receiving application to establish or alter a memorial or a place of interment	CEO	
s 99	Power to approve or refuse an application made under s 98, or to cancel an approval	CEO	
s 99(4)	Duty to make a decision on an application under s 98 within 45 days after receipt of the application or within 45 days of receiving further information where requested	CEO	

Cemeteries and Crematoria Act 2003			
Column 1	Column 2	Column 3	Column 4
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 100(1)	Power to require a person to remove memorials or places of interment	CEO	
s 100(2)	Power to remove and dispose a memorial or place of interment or remedy a person's failure to comply with s 100(1)	CEO	
s 100(3)	Power to recover costs of taking action under s 100(2)	CEO	
s 101	Function of receiving applications to establish or alter a building for ceremonies in the cemetery	CEO	
s 102(1)	Power to approve or refuse an application under section 101, if satisfied of the matters in (b) and (c)	CEO	
s 102(2) & (3)	Power to set terms and conditions in respect of, or to cancel, an approval granted under s 102(1)	CEO	
s 103(1)	Power to require a person to remove a building for ceremonies	CEO	
s 103(2)	Power to remove and dispose of a building for ceremonies or remedy the failure to comply with s 103(1)	CEO	
s 103(3)	Power to recover costs of taking action under s 103(2)	CEO	
s 106(1)	Power to require the holder of the right of interment of the requirement to make the memorial or place of interment safe and proper or carry out specified repairs	CEO	

Cemeteries and Crematoria Act 2003			
Column 1	Column 2	Column 3	Column 4
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 106(2)	Power to require the holder of the right of interment to provide for an examination	CEO	
s 106(3)	Power to open and examine the place of interment if s 106(2) not complied with	CEO	
s 106(4)	Power to repair or - with the approval of the Secretary - take down, remove and dispose any memorial or place of interment if notice under s 106(1) is not complied with	CEO	
s 107(1)	Power to require person responsible to make the building for ceremonies safe and proper or carry out specified repairs	CEO	
s 107(2)	Power to repair or take down, remove and dispose any building for ceremonies if notice under s 107(1) is not complied with	CEO	
s 108	Power to recover costs and expenses	CEO	
s 109(1)(a)	Power to open, examine and repair a place of interment	CEO	Where the holder of right of interment or responsible person cannot be found
s 109(1)(b)	Power to repair a memorial or, with the Secretary's consent, take down, remove and dispose of a memorial	CEO	Where the holder of right of interment or responsible person cannot be found
s 109(2)	Power to repair the building for ceremonies or, with the consent of the Secretary, take down, remove and dispose of a building for ceremonies	CEO	Where the holder of right of interment or responsible person cannot be found

Cemeteries and Crematoria Act 2003			
Column 1	Column 2	Column 3	Column 4
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 110(1)	Power to maintain, repair or restore a memorial or place of interment from other funds if unable to find right of interment holder. with consent of the Secretary	CEO	
s 110(1A)	Power to maintain, repair or restore the place of interment if unable to find any of the other holders after diligent inquiries and with the consent of the Secretary	DC	
s 110(2)	Power to maintain, repair or restore any building for ceremonies from other funds if unable to find responsible person and with consent of the Secretary	CEO	
s 110A	Power to use cemetery trust funds or other funds for the purposes of establishing, maintaining, repairing or restoring any memorial or place of interment of any deceased identified veteran	CEO	
s 111	Power to enter into agreement with a holder of the right of interment to maintain a memorial or place of interment	CEO	
s 112	Power to sell and supply memorials	CEO	
s 116(4)	Duty to notify the Secretary of an interment authorisation granted	CEO	
s 116(5)	Power to require an applicant to produce evidence of the right of interment holder's consent to application	CEO	

Cemeteries and Crematoria Act 2003			
Column 1	Column 2	Column 3	Column 4
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 118	Power to grant an interment authorisation if satisfied that the requirements of Division 2 of Part 8 have been met	CEO	
s 119	Power to set terms and conditions for interment authorisations	CEO	
s 131	Function of receiving an application for cremation authorisation	CEO	
s 133(1)	Duty not to grant a cremation authorisation unless satisfied that requirements of s 133 have been complied with	CEO	Subject to s 133(2)
s 145	Duty to comply with an order made by the Magistrates' Court or a coroner	CEO	
s 146	Power to dispose of bodily remains by a method other than interment or cremation	CEO	Subject to the approval of the Secretary
s 147	Power to apply to the Secretary for approval to dispose of bodily remains by a method other than interment or cremation	CEO	
s 149	Duty to cease using method of disposal if approval revoked by the Secretary	CEO	
s 150 & 152(1)	Power to authorise the interment or cremation of body parts if the requirements of Division 1 of Part 11 are met	CEO	
s 151	Function of receiving applications to inter or cremate body parts	CEO	

Cemeteries and Crematoria Act 2003			
Column 1	Column 2	Column 3	Column 4
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 152(2)	Power to impose terms and conditions on authorisation granted under s 150	CEO	
sch 1 cl 8(3)	Power to permit members to participate in a particular meeting by telephone, closed-circuit television or any other means of communication	CEO	
sch 1 cl 8(8)	Power to regulate own proceedings	CEO	Subject to cl 8
sch 1A cl 8(3)	Power to permit members to participate in a particular meeting by telephone, closed-circuit television or any other means of communication	CEO	Where Council is a Class A cemetery trust
sch 1A cl 8(8)	Power to regulate own proceedings	CEO	Where Council is a Class A cemetery trust Subject to cl 8

Domestic Animals Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 41A(1)	Power to declare a dog to be a menacing dog	DOP, LLACO, MDC, LLPCO, R	Council may delegate this power to a Council authorised officer

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 19(2)(a)	Power to direct by written order that the food premises be put into a clean and sanitary condition	SPHO, PHO	If s 19(1) applies
s 19(2)(b)	Power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	SPHO, PHO	If s 19(1) applies
s 19(3)	Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process	SPHO, MDC, PHO	If s 19(1) applies Only in relation to temporary food premises or mobile food premises
s 19(4)(a)	Power to direct that an order made under s 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise	SPHO, PHO	If s 19(1) applies
s 19(6)(a)	Duty to revoke any order under section 19 if satisfied that an order has been complied with	SPHO, PHO	If s 19(1) applies
s 19(6)(b)	Duty to give written notice of revocation under section 19(6)(a) if satisfied that an order has been complied with	SPHO, PHO	If s 19(1) applies
s 19AA(2)	Power to direct, by written order, that a person must take any of the actions described in (a)-(c).	DOP, SPHO, PHO	Where Council is the registration authority

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 19AA(4)(c)	Power to direct, in an order made under s 19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	DOP, SPHO, PHO	Note: the power to direct the matters under s 19AA(4)(a) and (b) not capable of delegation and so such directions must be made by a Council resolution
s 19AA(7)	Duty to revoke order issued under s 19AA and give written notice of revocation, if satisfied that that order has been complied with	SPHO, PHO	Where Council is the registration authority
s 19CB(4)(b)	Power to request copy of records	SPHO, PHO	Where Council is the registration authority
s 19E(1)(d)	Power to request a copy of the food safety program	SPHO, PHO	Where Council is the registration authority
s 19EA(3)	Function of receiving copy of revised food safety program	SPHO, PHO	Where Council is the registration authority
s 19GB	Power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	SPHO, PHO	Where Council is the registration authority
s19IA(1)	Power to form opinion that the food safety requirements or program are non-compliant.	SPHO, PHO	Where Council is the registration authority
s 19IA(2)	Duty to give written notice to the proprietor of the premises	SPHO, PHO	Where Council is the registration authority Note: Not required if Council has taken other appropriate action in relation to deficiencies (see s 19IA(3))

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 19M(4)(a) & (5)	Power to conduct a food safety audit and take actions where deficiencies are identified	SPHO, PHO	Where Council is the registration authority
s 19N(2)	Function of receiving notice from the auditor	SPHO, PHO	Where Council is the registration authority
s 19NA(1)	Power to request food safety audit reports	SPHO, PHO	Where Council is the registration authority
s 19U(3)	Power to waive and vary the costs of a food safety audit if there are special circumstances	DOP, SPHO, PHO	
s 19UA	Power to charge fees for conducting a food safety assessment or inspection	SPHO, PHO	Except for an assessment required by a declaration under s 19C or an inspection under ss 38B(1)(c) or 39.
s 19W	Power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	SPHO, PHO	Where Council is the registration authority
s 19W(3)(a)	Power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction	SPHO, PHO	Where Council is the registration authority
s 19W(3)(b)	Power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises	SPHO, PHO	Where Council is the registration authority

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	Power to register or renew the registration of a food premises	SPHO, PHO	Where Council is the registration authority Refusal to grant or renew the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))
s 36A	Power to accept an application for registration or notification using online portal	SPHO, PHO	Where Council is the registration authority
s 36B	Duty to pay the charge for use of online portal	SPHO	Where Council is the registration authority
s 38AA(5)	Power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt	SPHO, PHO	Where Council is the registration authority
s 38AB(4)	Power to fix a fee for the receipt of a notification under s 38AA in accordance with a declaration under s 38AB(1)	CEO	Where Council is the registration authority <hr/> Not delegated - fees are fixed by Council
s 38A(4)	Power to request a copy of a completed food safety program template	SPHO, PHO	Where Council is the registration authority
s 38B(1)(a)	Duty to assess the application and determine which class of food premises under s 19C the food premises belongs	SPHO, PHO	Where Council is the registration authority
s 38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A	SPHO, PHO	Where Council is the registration authority

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 38B(2)	Duty to be satisfied of the matters in s 38B(2)(a)-(b)	SPHO, PHO	Where Council is the registration authority
s 38D(1)	Duty to ensure compliance with the applicable provisions of s 38C and inspect the premises if required by s 39	SPHO, PHO	Where Council is the registration authority
s 38D(2)	Duty to be satisfied of the matters in s 38D(2)(a)-(d)	SPHO, PHO	Where Council is the registration authority
s 38D(3)	Power to request copies of any audit reports	SPHO, PHO	Where Council is the registration authority
s 38E(2)	Power to register the food premises on a conditional basis	SPHO, PHO	Where Council is the registration authority not exceeding the prescribed time limit defined under s 38E(5)
s 38E(4)	Duty to register the food premises when conditions are satisfied	SPHO, PHO	Where Council is the registration authority
s 38F(3)(b)	Power to require proprietor to comply with requirements of this Act	SPHO, PHO, WPO	Where Council is the registration authority
s 38G(1)	Power to require notification of change of the food safety program type used for the food premises	SPHO, PHO	Where Council is the registration authority
s 38G(2)	Function of receiving notice from proprietor if there is a change of the food safety program type used for the food premises	SPHO, PHO	Where Council is the registration authority

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 38G(4)	Power to require the proprietor of the food premises to comply with any requirement of the Act	SPHO, PHO	Where Council is the registration authority
s 39(2)	Duty to carry out an inspection of the premises during the period of registration before the registration of the food premises is renewed	SPHO, PHO	
s 39A	Power to register, or renew the registration of a food premises despite minor defects	SPHO, PHO	Where Council is the registration authority Only if satisfied of matters in s 39A(2)(a)-(c)
s 39A (6)	Duty to comply with a direction of the Secretary	SPHO, PHO	
s 40(1)	Duty to give the person in whose name the premises is to be registered a certificate of registration	SPHO, PHO	Where Council is the registration authority
s 40(2)	Power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the Public Health and Wellbeing Act 2008	SPHO, PHO	
s 40C(2)	Power to grant or renew the registration of food premises for a period of less than 1 year	SPHO, PHO	Where Council is the registration authority
s 40D(1)	Power to suspend or revoke the registration of food premises	SPHO, PHO	Where Council is the registration authority

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 40E	Duty to comply with direction of the Secretary	CEO, SPHO	
s 40F	Power to cancel registration of food premises	SPHO, PHO	Where Council is the registration authority
s 43	Duty to maintain records of registration	SPHO, PHO	Where Council is the registration authority
s 43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering or renewing registration of a component of a food business	SPHO, PHO	Where Council is the registration authority
s 43F(7)	Power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements	SPHO, PHO	Where Council is the registration authority
s 45AC	Power to bring proceedings	SPHO, PHO	
s 46(5)	Power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged	SPHO, PHO	Where Council is the registration authority

Heritage Act 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 116	Power to sub-delegate Executive Director's functions, duties or powers	CEO	<p>Must first obtain Executive Director's written consent</p> <p>Council can only sub-delegate if the Instrument of Delegation from the Executive Director authorises sub-delegation</p> <hr/> <p>Not delegated - power remains with CEO</p>

Local Government Act 1989			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 185L(4)	Power to declare and levy a cladding rectification charge	CEO	<hr/> <p>Final decision is by Council through adoption of the Fees and Charges Schedule.</p>

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 4B	Power to prepare an amendment to the Victorian Planning Provisions	DOP, MDC	If authorised by the Minister
s 4G	Function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister	MDC	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 4H	Duty to make amendment to Victoria Planning Provisions available in accordance with public availability requirements	MDC	
s 4I(2)	Duty to make a copy of the Victorian Planning Provisions and other documents available in accordance with public availability requirements	MDC	
s 8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s 8A	DOP, MDC	
s 8A(3)	Power to apply to Minister to prepare an amendment to the planning scheme	DOP, MDC	
s 8A(5)	Function of receiving notice of the Minister's decision	MDC	
s 8A(7)	Power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days	DOP, MDC	
s 8B(2)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	CEO	Not delegated - power remains with CEO
s 12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons	DOP, MDC	
s 12B(1)	Duty to review planning scheme	MDC	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 12B(2)	Duty to review planning scheme at direction of Minister	MDC	
s.12B(5)	duty to report findings of review of planning scheme to Minister without delay	MDC	
s 14	Duties of a Responsible Authority as set out in s 14(a) to (d)	MDC	
s 17(1)	Duty of giving copy amendment to the planning scheme	MDC	
s 17(2)	Duty of giving copy s 173 agreement	MDC	
s 17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	MDC	
s 18	Duty to make amendment etc. available in accordance with public availability requirements	MDC	Until the proposed amendment is approved or lapsed
s 19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme	MDC	
s 19	Function of receiving notice of preparation of an amendment to a planning scheme	MDC	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 20(1)	Power to apply to Minister for exemption from the requirements of s 19	DOP, MDC	Where Council is a planning authority
s 21(2)	Duty to make submissions available in accordance with public availability requirements	MDC	Until the end of 2 months after the amendment comes into operation or lapses
s 21A(4)	Duty to publish notice	MDC	
s 22(1)	Duty to consider all submissions received before the date specified in the notice	MDC	Except submissions which request a change to the items in s 22(5)(a) and (b)
s 22(2)	Power to consider a late submission Duty to consider a late submission, if directed by the Minister	SPC, MDC	
s 23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel	MDC	
s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment	DOP, MDC	
s 24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)	MDC	
s 26(1)	Power to make report available for inspection in accordance with the requirements set out in s 197B of the Act	DOP, MDC	
s 26(2)	Duty to keep report of panel available in accordance with public availability requirements	MDC	During the inspection period

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 27(2)	Power to apply for exemption if panel's report not received	DOP, MDC	
s 28(1)	Duty to notify the Minister if abandoning an amendment	MDC	Note: the power to make a decision to abandon an amendment cannot be delegated
s 28(2)	Duty to publish notice of the decision on Internet site	SPC, MDC, SP, SPO	
s 28(4)	Duty to make notice of the decision available on Council's Internet site for a period of at least 2 months	SPC, MDC, SP, SPO	
s 30(4)(a)	Duty to say if amendment has lapsed	MDC	
s 30(4)(b)	Duty to provide information in writing upon request	MDC	
s 32(2)	Duty to give more notice if required	MDC	
s 33(1)	Duty to give more notice of changes to an amendment	MDC	
s 36(2)	Duty to give notice of approval of amendment	MDC	
s 38(5)	Duty to give notice of revocation of an amendment	MDC	
s 39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT	MDC	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 40(1)	Function of lodging copy of approved amendment	MDC	
s 41(1)	Duty to make a copy of an approved amendment available in accordance with the public availability requirements during inspection period	MDC	
s 41(2)	Duty to make a copy of an approved amendment and any documents lodged with it available in person in accordance with the requirements set out in s 197B of the Act after the inspection period ends	SPC, MDC, SP, SPO	
s 42(2)	Duty to make copy of planning scheme available in accordance with the public availability requirements	MDC	
s 46AW	Function of being consulted by the Minister	CEO, DOP	Where Council is a responsible public entity
s 46AX	Function of receiving a draft Statement of Planning Policy and written direction in relation to the endorsement of the draft Statement of Planning Policy Power to endorse the draft Statement of Planning Policy	CEO	Where Council is a responsible public entity
s 46AZC(2)	Duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity	SPC, MDC, SP, SPO	Where Council is a responsible public entity

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46AZK	Duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity when performing a function or duty or exercising a power in relation to the declared area	SPC, DOP, MDC, SP, SPO	Where Council is a responsible public entity
s 46GI(2)(b)(i)	Power to agree to a lower rate of standard levy for a class of development of a particular type of land than the rate specified in a Minister's direction	SPC, DOP, MDC, SP, SPO	Where Council is the planning authority, the municipal Council of the municipal district in which the land is located and/or the development agency
s 46GJ(1)	Function of receiving written directions from the Minister in relation to the preparation and content of infrastructure contributions plans	CEO	
s 46GK	Duty to comply with a Minister's direction that applies to Council as the planning authority	CEO	
s 46GN(1)	Duty to arrange for estimates of values of inner public purpose land	CEO	
s 46GO(1)	Duty to give notice to owners of certain inner public purpose land	CEO	
s 46GP	Function of receiving a notice under s 46GO	CEO	Where Council is the collecting agency
s 46GQ	Function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other	CEO	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	appropriate unit of measurement) of the inner public purpose land		
s 46GR(1)	Duty to consider every submission that is made by the closing date for submissions included in the notice under s 46GO	CEO	
s 46GR(2)	Power to consider a late submission Duty to consider a late submission if directed to do so by the Minister	CEO	
s 46GS(1)	Power to accept or reject the estimate of the value of the inner public purpose land in a submission made under s 46GQ	CEO	
s 46GS(2)	Duty, if Council rejects the estimate of the value of the inner public purpose land in the submission, to refer the matter to the valuer-general, and notify the affected owner of the rejection and that the matter has been referred to the valuer-general	CEO	
s 46GT(2)	Duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference	CEO	
s 46GT(4)	Function of receiving, from the valuer-general, written confirmation of the agreement between the planning authority's valuer and the affected owner's valuer as to the estimated value of the inner public purpose land	CEO	
s 46GT(6)	Function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)	CEO	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GU	Duty not to adopt an amendment under s.29 to an infrastructure contributions plan that specifies a land credit amount or a land equalisation amount that relates to a parcel of land in the ICP plan area of the plan unless the criteria in s 46GU(1)(a) and (b) are met	CEO	
s 46GV(3)	Function of receiving the monetary component and any land equalisation amount of the infrastructure contribution Power to specify the manner in which the payment is to be made	CEO	Where Council is the collecting agency
s 46GV(3)(b)	Power to enter into an agreement with the applicant	CEO	Where Council is the collecting agency
s 46GV(4)(a)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	CEO	Where Council is the development agency
s 46GV(4)(b)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	CEO	Where Council is the collecting agency
s 46GV(7)	Duty to impose the requirements set out in s 46GV(3) and (4) as conditions on the permit applied for by the applicant to develop the land in the ICP plan area	CEO	
s 46GV(9)	Power to require the payment of a monetary component or the provision of the land component of an infrastructure contribution to be secured to Council's satisfaction	CEO	Where Council is the collecting agency

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GX(1)	Power to accept works, services or facilities in part or full satisfaction of the monetary component of an infrastructure contribution payable	CEO	Where Council is the collecting agency
s 46GX(2)	Duty, before accepting the provision of works, services or facilities by an applicant under s 46GX(1), to obtain the agreement of the development agency or agencies specified in the approved infrastructure contributions plan	CEO	Where Council is the collecting agency
s 46GY(1)	Duty to keep proper and separate accounts and records	CEO	Where Council is the collecting agency
s 46GY(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	CEO	Where Council is the collecting agency
s 46GZ(2)(a)	Duty to forward any part of the monetary component that is imposed for plan preparation costs to the planning authority that incurred those costs	CEO	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is that planning authority
s 46GZ(2)(a)	Function of receiving the monetary component	CEO	Where the Council is the planning authority This duty does not apply where Council is also the collecting agency

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GZ(2)(b)	Duty to forward any part of the monetary component that is imposed for the provision of works, services or facilities to the development agency that is specified in the plan, as responsible for those works, services or facilities	SPC, DOP, MDC, SP, SPO	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency
s 46GZ(2)(b)	Function of receiving the monetary component	CEO	Where Council is the development agency under an approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency
s 46GZ(4)	Duty to use any land equalisation amounts to pay land credit amounts under s 46GZ(7), except any part of those amounts that are to be forwarded to a development agency under s 46GZ(5)	CEO	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZ(5)	Duty to forward any part of a land equalisation amount required for the acquisition of outer public purpose land by a development agency specified in the approved infrastructure contributions plan to that development agency	SPC, DOP, MFS, MDC, RC, SP, SPO	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency
s 46GZ(5)	Function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land	CEO	Where Council is the development agency specified in the approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GZ(7)	Duty to pay to each person who must provide an infrastructure contribution under the approved infrastructure contributions plan any land credit amount to which the person is entitled under s 46GW	CEO	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZ(9)	Duty to transfer the estate in fee simple in the land to the development agency specified in the approved infrastructure contributions plan as responsible for the use and development of that land	SPC, DOP, MFS, MDC, FA, SP, SPO	If any inner public purpose land is vested in Council under the Subdivision Act 1988 or acquired by Council before the time it is required to be provided to Council under s 46GV(4) Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s 46GZ(9)	Function of receiving the fee simple in the land	CEO	Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency
s 46GZA(1)	Duty to keep proper and separate accounts and records	CEO	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZA(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	SPC, DOP, MDC, SP, SPO	Where Council is a development agency under an approved infrastructure contributions plan

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GZB(3)	Duty to follow the steps set out in s 46GZB(3)(a) – (c)	CEO	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(4)	Duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA	DOP, MDC	If the VPA is the collecting agency under an approved infrastructure contributions plan Where Council is a development agency under an approved infrastructure contributions plan
s 46GZD(2)	Duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZD(2)(a) and (b)	CEO	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZD(3)	Duty to follow the steps set out in s 46GZD(3)(a) and (b)	CEO	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZD(5)	Duty to make payments under s 46GZD(3) in accordance with ss 46GZD(5)(a) and 46GZD(5)(b)	SPC, DOP, MFS, MDC, FA, SP, SPO	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZE(2)	Duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a development agency for acquiring outer public purpose land has not been expended by the development agency to acquire that land at the date on which the approved infrastructure contributions plan expires	DOP, MFS, MDC	Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GZE(2)	Function of receiving the unexpended land equalisation amount	CEO	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s 46GZE(3)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZE(3)(a) and (b)	CEO	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(2)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land	CEO	Where Council is the development agency under an approved infrastructure contributions plan
s.46GZF(3)	Duty, if land is sold under s.46GZF(2)(b), to follow the steps in s.46GZF(3)(a) and (b)	CEO	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZF(3)	Function of receiving proceeds of sale	CEO	Where Council is the collection agency under an approved infrastructure contributions plan This provision does not apply where Council is also the development agency
s 46GZF(4)	Duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s 46GZF(5)	CEO	Where Council is the collecting agency under an approved infrastructure contributions plan

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GZF(6)	Duty to make the payments under s 46GZF(4) in accordance with s 46GZF(6)(a) and (b)	CEO	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZH	Power to recover the monetary component, or any land equalisation amount of the land component, payable under Part 3AB as a debt in any court of competent jurisdiction	CEO	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZI	Duty to prepare and give a report to the Minister at the times required by the Minister	DOP, MDC	Where Council is a collecting agency or development agency
s 46GZK	Power to deal with public purpose land which has vested in, been acquired by, or transferred to, Council	CEO	Where Council is a collecting agency or development agency
s 46LB(3)	Duty to publish, on Council's Internet site, the payable dwelling amount for a financial year on or before 1 July of each financial year for which the amount is adjusted under s 46LB (2)	CEO	
s 46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy	DOP	
s 46N(2)(c)	Function of determining time and manner for receipt of development contributions levy	CEO	Not delegated - power remains with CEO

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy	DOP	
s 46O(1)(a) & (2)(a)	Power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit	DOP, MDC	
s 46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy	DOP	
s 46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured	DOP	
s 46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable	CEO	Not delegated - power remains with CEO
s 46Q(1)	Duty to keep proper accounts of levies paid	MFS	
s 46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency	DOP, MFS, MDC, FA	
s 46Q(2)	Duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc	DOP, MDC	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed	DC	Only applies when levy is paid to Council as a 'development agency'
s 46Q(4)(c)	Duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal council as a development agency for plan preparation costs incurred by the Council or for the provision by the Council of works, services or facilities in an area under s 46Q(4)(a)	DOP, MFS, MDC, FA	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister
s 46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan	DOP	Must be done in accordance with Part 3
s46Q(4)(e)	Duty to expend that amount on other works etc.	DOP	With the consent of, and in the manner approved by, the Minister
s 46QC	Power to recover any amount of levy payable under Part 3B	DC	
s 46QD	Duty to prepare report and give a report to the Minister	DOP, MDC	Where Council is a collecting agency or development agency
s 46V(3)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available in accordance with the public availability requirements, during the inspection period	Position not delegated	
s 46V(4)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any	SPC, MDC	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	documents lodged with it available in accordance with s 197B of the Act and on payment of the prescribe fee, after the inspection period		
s 46V(5)	Duty to keep a copy of the approved strategy plan incorporating all amendments to it	SPC, MDC	
s 46V(6)	Duty to make a copy of the approved strategy plan incorporating all amendments to it available in accordance with the public available requirements	SPC, MDC	
s 47	Power to decide that an application for a planning permit does not comply with that Act	DOP, MDC	
s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits	MDC	
s 49(2)	Duty to make register available for inspection in accordance with the public availability requirements	MDC	
s 50(4)	Duty to amend application	MDC	
s 50(5)	Power to refuse to amend application	DOP, MDC	
s 50(6)	Duty to make note of amendment to application in register	SPC, MDC, SP, SPO	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 50A(1)	Power to make amendment to application	SPC, DOP, MDC, SP, SPO	
s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given	SPC, DOP, MDC, SP, SPO	
s 50A(4)	Duty to note amendment to application in register	SPC, MDC, SP, SPO	
s 51	Duty to make copy of application available for inspection in accordance with the public availability requirements	SPC, MDC, SP, SPO	
s 52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person	SPC, MDC, SP, SPO	
s 52(1)(b)	Duty to give notice of the application to other municipal council where appropriate	SPC, MDC, SP, SPO	
s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme	SPC, MDC, SP, SPO	
s 52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant	SPC, MDC, SP, SPO	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant	SPC, MDC, SP, SPO	
s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected	SPC, MDC, SP, SPO	
s.52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant	SPC, MDC, SP, SPO	
s 52(3)	Power to give any further notice of an application where appropriate	SPC, DOP, MDC, SP, SPO	
s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it	SPC, DOP, MDC, SP, SPO	
s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)	SPC, DOP, MDC, SP, SPO	
s 54(1)	Power to require the applicant to provide more information	SPC, DOP, MDC, SP, SPO	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 54(1A)	Duty to give notice in writing of information required under s 54(1)	SPC, MDC, SP, SPO	
s 54(1B)	Duty to specify the lapse date for an application	SPC, MDC, SP, SPO	
s 54A(3)	Power to decide to extend time or refuse to extend time to give required information	SPC, DOP, MDC, SP, SPO	
s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)	SPC, MDC, SP, SPO	
s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	SPC, MDC, SP, SPO	
s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector	DOP, MDC	
s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go	SPC, MDC, SP, SPO	
s 57(5)	Duty to make a copy of all objections available in accordance with the public availability requirements	SPC, MDC, SP, SPO	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)	SPC, MDC, SP, SPO	
s 57A(5)	Power to refuse to amend application	DOP, MDC	
s 57A(6)	Duty to note amendments to application in register	SPC, MDC, SP, SPO	
s 57B(1)	Duty to determine whether and to whom notice should be given	SPC, MDC, SP, SPO	
s 57B(2)	Duty to consider certain matters in determining whether notice should be given	SPC, MDC, SP, SPO	
s 57C(1)	Duty to give copy of amended application to referral authority	SPC, MDC, SP, SPO	
s 58	Duty to consider every application for a permit	SPC, MDC, SP, SPO	
s 58A	Power to request advice from the Planning Application Committee	DOP, MDC	
s 60	Duty to consider certain matters	SPC, MDC, SP, SPO	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 60(1A)	Duty to consider certain matters	SPC, DOP, MDC, SP, SPO	
s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect	SPC, DOP, MDC, SP, SPO	
s 61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	SPC, DOP, MDC, SP, SPO	The permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage Act 2006
s 61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	SPC, DOP, MDC, SP, SPO	
s 61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	MDC	
s 61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	SPC, DOP, MDC, SP, SPO	
s 62(1)	Duty to include certain conditions in deciding to grant a permit	SPC, DOP, MDC, SP, SPO	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 62(2)	Power to include other conditions	SPC, DOP, MDC, SP, SPO	
s 62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	SPC, DOP, MDC, SP, SPO	
s 62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	SPC, DOP, MDC, SP, SPO	
s 62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with s 173 agreement	DOP, MDC	
s 62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant	SPC, DOP, MDC, SP, SPO	
s 62(6)(a)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with ss 46N(1), 46GV(7) or 62(5)	SPC, DOP, MDC, SP, SPO	
s 62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s 62(1)(a)	SPC, DOP, MDC, SP, SPO	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)	SPC, DOP, MDC, SP, SPO	
s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	SPC, MDC, SP, SPO	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64(3)	Duty not to issue a permit until after the specified period	SPC, DOP, MDC, SP, SPO	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64(5)	Duty to give each objector a copy of an exempt decision	SPC, MDC, SP, SPO	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	SPC, DOP, MDC, SP, SPO	This provision applies also to a decision to grant an amendment to a permit - see s 75A
s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57	SPC, MDC, SP, SPO	
s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	SPC, MDC, SP, SPO	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	SPC, MDC, SP, SPO	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority
s 66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	SPC, MDC, SP, SPO	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit
s 66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s 64 or 65	SPC, MDC, SP, SPO	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit
s 69(1)	Function of receiving application for extension of time of permit	SPC, MDC, SP, SPO	
s 69(1A)	Function of receiving application for extension of time to complete development	SPC, MDC, SP, SPO	
s 69(2)	Power to extend time	SPC, DOP, MDC, SP, SPO	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 70	Duty to make copy permit available for inspection in accordance with the public availability requirements	SPC, MDC, SP, SPO	
s 71(1)	Power to correct certain mistakes	SPC, DOP, MDC, SP, SPO	
s 71(2)	Duty to note corrections in register	SPC, MDC, SP, SPO	
s 73	Power to decide to grant amendment subject to conditions	SPC, DOP, MDC, SP, SPO	
s 74	Duty to issue amended permit to applicant if no objectors	SPC, DOP, MDC, SP, SPO	
s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	SPC, MDC, SP, SPO	
s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice	SPC, MDC, SP, SPO	
s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	SPC, MDC, SP, SPO	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			to include a condition on the amended permit recommended by the recommending referral authority
s 76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	SPC, MDC, SP, SPO	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit
s 76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s 64 or 76	SPC, MDC, SP, SPO	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit
s 76D	Duty to comply with direction of Minister to issue amended permit	SPC, DOP, MDC, SP, SPO	
s 83	Function of being respondent to an appeal	DOP, MDC	
s 83B	Duty to give or publish notice of application for review	SPC, MDC, SP, SPO	
s 84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit	SPC, DOP, MDC, SP, SPO	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 84(2)	Duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit	SPC, DOP, MDC, SP, SPO	
s 84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit	SPC, MDC, SP, SPO	
s 84(6)	Duty to issue permit on receipt of advice within 3 business days	SPC, DOP, MDC, SP, SPO	
s 84AB	Power to agree to confining a review by the Tribunal	DOP, MDC	
s 86	Duty to issue a permit at order of Tribunal within 3 business days	SPC, DOP, MDC, SP, SPO	
s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit	CEO	Not delegated - power remains with CEO
s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit	SPC, DOP, MDC, SP, SPO	
s 91(2)	Duty to comply with the directions of VCAT	SPC, DOP, MDC, SP, SPO	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs	SPC, DOP, MDC, SP, SPO	
s 92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90	SPC, MDC, SP, SPO	
s 93(2)	Duty to give notice of VCAT order to stop development	SPC, MDC, SP, SPO	
s 95(3)	Function of referring certain applications to the Minister	CEO	Not delegated - power remains with CEO
s 95(4)	Duty to comply with an order or direction	SPC, DOP, MDC, SP, SPO	
s 96(1)	Duty to obtain a permit from the Minister to use and develop its land	DOP, MDC	
s 96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	CEO	Not delegated - power remains with CEO
s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	DOP, MDC	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C	DOP, MDC	
s 96F	Duty to consider the panel's report under s 96E	MDC	
s 96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the Planning and Environment (Planning Schemes) Act 1996	DOP, MDC	
s 96H(3)	Power to give notice in compliance with Minister's direction	DOP, MDC	
s 96J	Duty to issue permit as directed by the Minister	DOP, MDC	
s 96K	Duty to comply with direction of the Minister to give notice of refusal	MDC	
s 96Z	Duty to keep levy certificates given to it under ss 47 or 96A for no less than 5 years from receipt of the certificate	SPC, DOP, MDC, SP, SPO	
s 97C	Power to request Minister to decide the application	CEO	Not delegated - power remains with CEO
s 97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application	SPC, DOP, MDC, SP, SPO	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister	SPC, MDC, SP, SPO	
s 97G(6)	Duty to make a copy of permits issued under s 97F available in accordance with the public availability requirements	SPC, MDC, SP, SPO	
s 97L	Duty to include Ministerial decisions in a register kept under s 49	SPC, MDC, SP, SPO	
s 97O	Duty to consider application and issue or refuse to issue certificate of compliance	MDC	
s 97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	MDC	
s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	CEO	Not delegated - power remains with CEO
s 97Q(4)	Duty to comply with directions of VCAT	MDC	
s 97R	Duty to keep register of all applications for certificate of compliance and related decisions	MDC	
s 98(1)&(2)	Function of receiving claim for compensation in certain circumstances	CEO	Not delegated - power remains with CEO

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed	MDC	
s 101	Function of receiving claim for expenses in conjunction with claim	CEO	Not delegated - power remains with CEO
s 103	Power to reject a claim for compensation in certain circumstances	CEO	Not delegated - power remains with CEO
s.107(1)	function of receiving claim for compensation	CEO	Not delegated - power remains with CEO
s 107(3)	Power to agree to extend time for making claim	CEO	Not delegated - power remains with CEO
s 113(2)	Power to request a declaration for land to be proposed to be reserved for public purposes	SPC, SP, SPO	
s 114(1)	Power to apply to the VCAT for an enforcement order	DOP, MDC, LLPCO	
s 117(1)(a)	Function of making a submission to the VCAT where objections are received	MDC	
s 120(1)	Power to apply for an interim enforcement order where s 114 application has been made	DOP, MDC, LLPCO	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 123(1)	Power to carry out work required by enforcement order and recover costs	DOP, MDC, LLPCO	
s 123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	DOP, MDC	Except Crown Land
s 129	Function of recovering penalties	MFS	
s 130(5)	Power to allow person served with an infringement notice further time	DOP, MDC	
s 149A(1)	Power to refer a matter to the VCAT for determination	DOP, MDC	
s 149A(1A)	power to apply to VCAT for the determination of a matter relating to the interpretation of a s.173 agreement	DOP, MDC	
s 156	Duty to pay fees and allowances (including a payment to the Crown under s 156(2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under s 156(2B)power to ask for contribution under s 156(3) and power to abandon amendment or part of it under s 156(4)	CEO	Where Council is the relevant planning authority <hr/> Not delegated - power remains with CEO
s 171(2)(f)	Power to carry out studies and commission reports	DOP, MDC	
s 171(2)(g)	Power to grant and reserve easements	CEO	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 172C	Power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	CEO	Where Council is a development agency specified in an approved infrastructure contributions plan
s 172D(1)	Power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s 46GV(4)	CEO	Where Council is a collecting agency specified in an approved infrastructure contributions plan
s 172D(2)	Power to compulsorily acquire any inner public purpose land, the use and development of which is to be the responsibility of Council under the plan, before the time that the land is required to be provided under s 46GV(4)	CEO	Where Council is the development agency specified in an approved infrastructure contributions plan
s 173(1)	Power to enter into agreement covering matters set out in s 174	CEO	Not delegated - power remains with CEO
s 173(1A)	Power to enter into an agreement with an owner of land for the development or provision of land in relation to affordable housing	CEO	Where Council is the relevant responsible authority
	Power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires something to be to the satisfaction of Council or Responsible Authority	DOP, MDC	
	Power to give consent on behalf of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires that something may not be done	DOP, MDC	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	without the consent of Council or Responsible Authority		
s 177(2)	Power to end a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	DOP, MDC	
s 178	power to amend a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	DOP, MDC	
s 178A(1)	Function of receiving application to amend or end an agreement	MDC	
s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)	MDC	
s 178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	MDC	
s 178A(5)	Power to propose to amend or end an agreement	DOP, MDC	
s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement	MDC	
s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement	MDC	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end	MDC	
s 178C(4)	Function of determining how to give notice under s 178C(2)	MDC	
s 178E(1)	Duty not to make decision until after 14 days after notice has been given	MDC	
s.178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	DOP, MDC	If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	DOP, MDC	If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(c)	Power to refuse to amend or end the agreement	DOP, MDC	If no objections are made under s 178D Must consider matters in s 178B
s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	DOP, MDC	After considering objections, submissions and matters in s 178B
s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	DOP, MDC	After considering objections, submissions and matters in s 178B

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s.178E(3)(c)	power to amend or end the agreement in a manner that is substantively different from the proposal	DOP, MDC	After considering objections, submissions and matters in s.178B
s 178E(3)(d)	Power to refuse to amend or end the agreement	DOP, MDC	After considering objections, submissions and matters in s 178B
s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)	MDC	
s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)	MDC	
s 178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn	MDC	
s 178G	Duty to sign amended agreement and give copy to each other party to the agreement	MDC	
s 178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	DOP, MDC	
s 178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	MDC	
s 179(2)	Duty to make copy of each agreement available in accordance with the public availability requirements	MDC	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 181	Duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General	MDC	
s 181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement	DOP, MDC	
s 181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement	MDC	
s 182	Power to enforce an agreement	DOP, MDC, LLPCO	
s 183	Duty to tell Registrar of Titles of ending/amendment of agreement	MDC	
s 184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	DOP, MDC	
s 184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	MDC	
s 184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement	MDC	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision	MDC	
s 184G(2)	Duty to comply with a direction of the Tribunal	MDC	
s 184G(3)	Duty to give notice as directed by the Tribunal	MDC	
s 185B(1)	Duty to comply with a request from the Minister to provide the name, address, email address or telephone number of any person to whom the Minister is required to give notice	SPC, MDC	
s 198(1)	Function to receive application for planning certificate	SPC, MDC, SP, SPO	
s 199(1)	Duty to give planning certificate to applicant	SPC, MDC, SP, SPO	
s 201(1)	Function of receiving application for declaration of underlying zoning	MDC	
s 201(3)	Duty to make declaration	MDC	
	Power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council	DOP, MDC	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council	DOP, MDC	Does not apply to the refusal of any permit application or amendment
	Power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit	SPC, DOP, MDC, SP, SPO	
	Power to give written authorisation in accordance with a provision of a planning scheme	SPC, DOP, MDC, SP, SPO	
s 201UAB(1)	Function of providing the Victoria Planning Authority with information relating to any land within municipal district	DOP, MDC	
s 201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under s 201UAB(1) as soon as possible	DOP, MDC	

Residential Tenancies Act 1997			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 518F	Power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	SPHO, PHO	

Residential Tenancies Act 1997			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 522(1)	Power to give a compliance notice to a person	SPHO, MDC, MBS, PHO	
s 525(2)	Power to authorise an officer to exercise powers in s 526 (either generally or in a particular case)	CEO	Not delegated - power remains with CEO
s 525(4)	Duty to issue identity card to authorised officers	MOD	
s 526(5)	Duty to keep record of entry by authorised officer under s 526	SPHO, MDC, MBS, PHO	
s 526A(3)	Function of receiving report of inspection	SPHO, PHO	
s 527	Power to authorise a person to institute proceedings (either generally or in a particular case)	CEO	Not delegated - power remains with CEO

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 11(1)	Power to declare a road by publishing a notice in the Government Gazette	CEO	Obtain consent in circumstances specified in s 11(2) Not delegated - power remains with the CEO

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 11(8)	Power to name a road or change the name of a road by publishing notice in Government Gazette	DOP, AGISO, MAI	
s 11(9)(b)	Duty to advise Registrar	AGISO	
s 11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	MAI, AMC	Subject to s 11(10A)
s 11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person	MAI, AMC	Where Council is the coordinating road authority
s 12(2)	Power to discontinue road or part of a road	CEO	Where Council is the coordinating road authority Not delegated - power remains with the CEO
s 12(4)	Duty to publish, and provide copy, notice of proposed discontinuance	DOP, MAI	Power of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(5)	Duty to consider written submissions received within 28 days of notice	MAI	Duty of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(6)	Function of hearing a person in support of their written submission	MAI	Function of coordinating road authority where it is the discontinuing body Unless s 12(11) applies

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 12(7)	Duty to fix day, time and place of meeting under s 12(6) and to give notice	CEO	Duty of coordinating road authority where it is the discontinuing body Unless s 12(11) applies <hr/> Not delegated - power remains with the CEO
s 12(10)	Duty to notify of decision made	MAI	Duty of coordinating road authority where it is the discontinuing body Does not apply where an exemption is specified by the regulations or given by the Minister
s 13(1)	Power to fix a boundary of a road by publishing notice in Government Gazette	CEO	Power of coordinating road authority and obtain consent under s 13(3) and s 13(4) as appropriate <hr/> Not delegated - power remains with the CEO
s 14(4)	Function of receiving notice from the Head, Transport for Victoria	MAI	
s 14(7)	Power to appeal against decision of the Head, Transport for Victoria	CEO	<hr/> Not delegated - power remains with CEO
s 15(1)	Power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road	CEO	

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	management function of the road authority to the other road authority, utility or provider of public transport		Not delegated - power remains with CEO
s 15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	CEO	Not delegated - power remains with CEO
s 15(2)	Duty to include details of arrangement in public roads register	MAI	
s 16(7)	Power to enter into an arrangement under s 15	CEO	Not delegated - power remains with CEO
s 16(8)	Duty to enter details of determination in public roads register	MAI	
s 17(2)	Duty to register public road in public roads register	MAI	Where Council is the coordinating road authority
s 17(3)	Power to decide that a road is reasonably required for general public use	CEO	Where Council is the coordinating road authority Not delegated - power remains with the CEO
s 17(3)	Duty to register a road reasonably required for general public use in public roads register	MAI	Where Council is the coordinating road authority
s 17(4)	Power to decide that a road is no longer reasonably required for general public use	CEO	Where Council is the coordinating road authority Not delegated - power remains with the CEO

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 17(4)	Duty to remove road no longer reasonably required for general public use from public roads register	MAI	Where Council is the coordinating road authority
s 18(1)	Power to designate ancillary area	CEO	Where Council is the coordinating road authority, and obtain consent in circumstances specified in s 18(2) <hr/> Not delegated - power remains with the CEO
s 18(3)	Duty to record designation in public roads register	MAI	Where Council is the coordinating road authority
s 19(1)	Duty to keep register of public roads in respect of which it is the coordinating road authority	MAI	
s 19(4)	Duty to specify details of discontinuance in public roads register	MAI	
s 19(5)	Duty to ensure public roads register is available for public inspection	MAI	
s 21	Function of replying to request for information or advice	MAI	Obtain consent in circumstances specified in s 11(2)
s 22(2)	Function of commenting on proposed direction	CEO	<hr/> Not delegated - power remains with the CEO

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 22(4)	Duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report.	DC	
s 22(5)	Duty to give effect to a direction under s 22	MAI	
s 40(1)	Duty to inspect, maintain and repair a public road.	PMC, TWSC, MAI, AMC, MW, TLO, WC	
s 40(5)	Power to inspect, maintain and repair a road which is not a public road	TWSC, DOP, MAI, MW, TLO, WC	
s 41(1)	Power to determine the standard of construction, inspection, maintenance and repair	CEO	Not delegated - power remains with CEO
s 42(1)	Power to declare a public road as a controlled access road	CEO	Power of coordinating road authority and sch 2 also applies Not delegated - power remains with the CEO
s 42(2)	Power to amend or revoke declaration by notice published in Government Gazette	CEO	Power of coordinating road authority and sch 2 also applies Not delegated - power remains with the CEO
s 42A(3)	Duty to consult with Head, Transport for Victoria and Minister for Local Government before road is specified	CEO	Where Council is the coordinating road authority

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			<p>If road is a municipal road or part thereof</p> <hr/> <p>Not delegated - power remains with the CEO</p>
s 42A(4)	Power to approve Minister's decision to specify a road as a specified freight road	CEO	<p>Where Council is the coordinating road authority</p> <p>If road is a municipal road or part thereof and where road is to be specified a freight road</p> <hr/> <p>Not delegated - power remains with the CEO</p>
s 48EA	Duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	PMC, TWSC, MAI, AMC, MW	Where Council is the responsible road authority, infrastructure manager or works manager
s 48M(3)	Function of consulting with the relevant authority for purposes of developing guidelines under s 48M	MAI, AMC	
s 49	Power to develop and publish a road management plan	CEO	<hr/> <p>Not delegated - power remains with CEO</p>
s 51	Power to determine standards by incorporating the standards in a road management plan	CEO	<hr/> <p>Not delegated - power remains with CEO</p>

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 53(2)	Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	CEO	Not delegated - power remains with CEO
s 54(2)	Duty to give notice of proposal to make a road management plan	AMC	
s 54(5)	Duty to conduct a review of road management plan at prescribed intervals	AMC	
s 54(6)	Power to amend road management plan	CEO	Not delegated - power remains with CEO
s 54(7)	Duty to incorporate the amendments into the road management plan	AMC	
s 55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper	AMC	
s 63(1)	Power to consent to conduct of works on road	PMC, TWSC, DMEMO, DOP, AGISO, MEMO, MAI, AMC, MW, DE, TO, AA, TLTS, TLO, WC, AOO	Where Council is the coordinating road authority

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 63(2)(e)	Power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	DMEMO, MEMO	Where Council is the infrastructure manager
s 64(1)	Duty to comply with cl 13 of sch 7	PMC, TWSC, DMEMO, AGISO, MEMO, MAI, AMC, MW, TO, TLTS, TLO, WC	Where Council is the infrastructure manager or works manager
s 66(1)	Power to consent to structure etc	DOP, MAI, MDC, LLPCO	Where Council is the coordinating road authority
s 67(2)	Function of receiving the name & address of the person responsible for distributing the sign or bill	MAI, MDC, LLPCO	Where Council is the coordinating road authority
s 67(3)	Power to request information	DOP, MAI, MDC	Where Council is the coordinating road authority
s 68(2)	Power to request information	DOP, MAI, MDC	Where Council is the coordinating road authority
s 71(3)	Power to appoint an authorised officer	CEO	Not delegated - power remains with CEO
s 72	Duty to issue an identity card to each authorised officer	MOD	

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 85	Function of receiving report from authorised officer	DOP	
s 86	Duty to keep register re s 85 matters	DOP	
s 87(1)	Function of receiving complaints	CEO	Not delegated - power remains with CEO
s 87(2)	Duty to investigate complaint and provide report	CEO	Not delegated - power remains with CEO
s 96	Power to authorise a person for the purpose of instituting legal proceedings	DOP, MAI, MW, MDC	
s 112(2)	Power to recover damages in court	CEO	Not delegated - power remains with CEO
s 116	Power to cause or carry out inspection	DOP, MAI, MW	
s 119(2)	Function of consulting with the Head, Transport for Victoria	MAI, MW	
s 120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)	PMC, TWSC, DOP, MAI, AMC, MW	
s 120(2)	Duty to seek consent of the Head, Transport for Victoria to exercise road	MAI, MW	

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	management functions before exercising power in s 120(1)		
s 121(1)	Power to enter into an agreement in respect of works	PMC, DMEMO, DOP, AGISO, MEMO, MAI, AMC, MW, DE, TLTS, TLO, WC	
s 122(1)	Power to charge and recover fees	PMC, TWSC, DOP, MFS, MAI, AMC, MW, DE, WC	
s 123(1)	Power to charge for any service	PMC, TWSC, DOP, AGISO, MAI, AMC, MW, DE, TO, WC, AOO	
sch 2 cl 2(1)	Power to make a decision in respect of controlled access roads	CEO	Not delegated - power remains with CEO
sch 2 cl 3(1)	Duty to make policy about controlled access roads	CEO	Not delegated - power remains with CEO

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 2 cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads	CEO	Not delegated - power remains with CEO
sch 2 cl 4	Function of receiving details of proposal from the Head, Transport for Victoria	MAI	
sch 2 cl 5	Duty to publish notice of declaration	AGISO, MAI	
sch 7 cl 7(1)	Duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	MAI, MW	Where Council is the infrastructure manager or works manager
sch 7 cl 8(1)	Duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	MAI, MW	Where Council is the infrastructure manager or works manager
sch 7 cl 9(1)	Duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	MAI, MW	Where Council is the infrastructure manager or works manager responsible for non-road infrastructure
sch 7 cl 9(2)	Duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	MAI, MW	Where Council is the infrastructure manager or works manager

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 7 cl 10(2)	Where Sch 7 cl 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	MAI, MW	Where Council is the infrastructure manager or works manager
sch 7 cl 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works	DOP, MAI, MW	Where Council is the coordinating road authority
sch 7 cl 12(3)	Power to take measures to ensure reinstatement works are completed	DOP, MAI, MW	Where Council is the coordinating road authority
sch 7 cl 12(4)	Duty to ensure that works are conducted by an appropriately qualified person	MAI, MW	Where Council is the coordinating road authority
sch 7 cl 12(5)	Power to recover costs	DOP, MAI, MW	Where Council is the coordinating road authority
sch 7 cl 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to sch 7 cl 13(2)	MAI, MW	Where Council is the works manager
sch 7 cl 13(2)	Power to vary notice period	DOP, MAI, MW	Where Council is the coordinating road authority
sch 7 cl 13(3)	Duty to ensure works manager has complied with obligation to give notice under sch 7 cl 13(1)	MAI, MW	Where Council is the infrastructure manager
sch 7 cl 16(1)	Power to consent to proposed works	PMC, TWSC, DMEMO, DOP, AGISO, MEMO, MAI,	Where Council is the coordinating road authority

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		AMC, MW, DE, TO, TLTS, TLO, WC	
sch 7 cl 16(4)	Duty to consult	DOP, AGISO, MAI, AMC, DE, TO	Where Council is the coordinating road authority, responsible authority or infrastructure manager
sch 7 cl 16(5)	Power to consent to proposed works	DOP, AGISO, MAI, AMC, DE, TO	Where Council is the coordinating road authority
sch 7 cl 16(6)	Power to set reasonable conditions on consent	PMC, TWSC, DMEMO, DOP, AGISO, MEMO, MAI, AMC, MW, DE, TO, AA, TLTS, TLO, WC	Where Council is the coordinating road authority
sch 7 cl 16(8)	Power to include consents and conditions	DOP, AGISO, MAI, AMC, DE, TO	Where Council is the coordinating road authority
sch 7 cl 17(2)	Power to refuse to give consent and duty to give reasons for refusal	DOP, AGISO, MAI, AMC, DE, TO	Where Council is the coordinating road authority

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 7 cl18(1)	Power to enter into an agreement	DOP, AGISO, MAI, AMC, DE, TO	Where Council is the coordinating road authority
sch7 cl 19(1)	Power to give notice requiring rectification of works	DOP, AGISO, MAI, AMC, DE, TO	Where Council is the coordinating road authority
sch 7 cl 19(2) & (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	DOP, AGISO, MAI, AMC, DE, TO	Where Council is the coordinating road authority
sch 7 cl 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	DOP, MAI	Where Council is the coordinating road authority
sch 7A cl 2	Power to cause street lights to be installed on roads	DOP, AGISO, MAI	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road
sch 7 cl 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road	MAI	Where Council is the responsible road authority
sch 7A cl 3(1)(e)	Duty to pay installation and operation costs of street lighting - where road is a service road on an arterial road and adjacent areas	MAI	Where Council is the responsible road authority

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 7A cl (3)(1)(f)	Duty to pay installation and percentage of operation costs of street lighting - for arterial roads in accordance with cls 3(2) and 4	MAI	Duty of Council as responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal council (re: operating costs)

Cemeteries and Crematoria Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 24	Duty to ensure that cemetery complies with depth of burial requirements	CEO	
r 25	Duty to ensure that the cemetery complies with the requirements for interment in concrete-lined graves	CEO	
r 27	Power to inspect any coffin, container or other receptacle if satisfied of the matters in paragraphs (a) and (b)	CEO	
r 28(1)	Power to remove any fittings on any coffin, container or other receptacle if the fittings may impede the cremation process or damage the cremator	CEO	
r 28(2)	Duty to ensure any fittings removed of are disposed in an appropriate manner	CEO	
r 29	Power to dispose of any metal substance or non-human substance recovered from a cremator	CEO	
r 30(2)	Power to release cremated human remains to certain persons	CEO	Subject to any order of a court
r 31(1)	Duty to make cremated human remains available for collection within 2 working days after the cremation	CEO	
r 31(2)	Duty to hold cremated human remains for at least 12 months from the date of cremation	CEO	
r 31(3)	Power to dispose of cremated human remains if no person gives a direction within 12 months of the date of cremation	CEO	

Cemeteries and Crematoria Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 31(4)	Duty to take reasonable steps notify relevant people of intention to dispose of remains at expiry of 12 month period	CEO	
r 32	Duty to ensure a mausoleum is constructed in accordance with paragraphs (a)-(d)	CEO	
r 33(1)	Duty to ensure that remains are interred in a coffin, container or receptacle in accordance with paragraphs (a)-(c)	CEO	
r 33(2)	Duty to ensure that remains are interred in accordance with paragraphs (a)-(b)	CEO	
r 34	Duty to ensure that a crypt space in a mausolea is sealed in accordance with paragraphs (a)-(b)	CEO	
r 36	Duty to provide statement that alternative vendors or supplier of monuments exist	CEO	
r 40	Power to approve a person to play sport within a public cemetery	CEO	
r 41(1)	Power to approve fishing and bathing within a public cemetery	CEO	
r 42(1)	Power to approve hunting within a public cemetery	CEO	
r 43	Power to approve camping within a public cemetery	CEO	
r 45(1)	Power to approve the removal of plants within a public cemetery	CEO	

Cemeteries and Crematoria Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 46	Power to approve certain activities under the Regulations if satisfied of regulation (1)(a)-(c)	CEO	
r 47(3)	Power to approve the use of fire in a public cemetery	CEO	
r 48(2)	Power to approve a person to drive, ride or use a vehicle on any surface other than a road, track or parking area	CEO	
	Note: Schedule 2 contains Model Rules – only applicable if the cemetery trust has not made its own cemetery trust rules	CEO	
sch 2 cl 4	Power to approve the carrying out of an activity referred to in rules 8, 16, 17 and 18 of sch 2	CEO	See note above regarding model rules
sch 2 cl 5(1)	Duty to display the hours during which pedestrian access is available to the cemetery	CEO	See note above regarding model rules
sch 2 cl 5(2)	Duty to notify the Secretary of, (a) the hours during which pedestrian access is available to the cemetery; and (b) any changes to those hours	CEO	See note above regarding model rules
sch 2 cl 6(1)	Power to give directions regarding the manner in which a funeral is to be conducted	CEO	See note above regarding model rules
sch 2 cl 7(1)	Power to give directions regarding the dressing of places of interment and memorials	CEO	See note above regarding model rules
sch 2 cl 8	Power to approve certain mementos on a memorial	CEO	See note above regarding model rules

Cemeteries and Crematoria Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 2 cl 11(1)	Power to remove objects from a memorial or place of interment	CEO	See note above regarding model rules
sch 2 cl 11(2)	Duty to ensure objects removed under sub rule (1) are disposed of in an appropriate manner	CEO	See note above regarding model rules
sch 2 cl 12	Power to inspect any work being carried out on memorials, places of interment and buildings for ceremonies	CEO	See note above regarding model rules
sch 2 cl 14	Power to approve an animal to enter into or remain in a cemetery	CEO	See note above regarding model rules
sch 2 cl 16(1)	Power to approve construction and building within a cemetery	CEO	See note above regarding model rules
sch 2 cl 17(1)	Power to approve action to disturb or demolish property of the cemetery trust	CEO	See note above regarding model rules
sch 2 cl 18(1)	Power to approve digging or planting within a cemetery	CEO	See note above regarding model rules

Planning and Environment Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r.6	function of receiving notice, under section 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	MDC	where Council is not the planning authority and the amendment affects land within Council's municipal district; or

Planning and Environment Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			where the amendment will amend the planning scheme to designate Council as an acquiring authority.
r.21	power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section 54 of the Act	SPC, DOP, MDC, SP, SPO	
r.25(a)	Duty to make copy of matter considered under section 60(1A)(g) in accordance with the public availability requirements	MDC	Where Council is the responsible authority
r.25(b)	Function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the document available in accordance with the public availability requirements	SPC, MDC, SP, SPO	Where Council is not the responsible authority but the relevant land is within Council's municipal district
r.42	function of receiving notice under section 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	MDC	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.

Planning and Environment (Fees) Regulations 2016			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 19	Power to waive or rebate a fee relating to an amendment of a planning scheme	DOP	
r 20	Power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	CEO	
r 21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r 19 or 20	SPC, DOP, MDC, SP, SPO	

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 7	Function of entering into a written agreement with a caravan park owner	SPHO, PHO	
r 10	Function of receiving application for registration	SPHO, PHO	
r 11	Function of receiving application for renewal of registration	SPHO, MDC	
r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	SPHO, PHO	
r 12(1)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	DOP, SPHO, PHO	
r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations	SPHO, PHO	

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	SPHO, MDC	
r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration	SPHO, MDC	
r 12(4) & (5)	Duty to issue certificate of registration	SPHO, PHO	
r 14(1)	Function of receiving notice of transfer of ownership	SPHO, PHO	
r 14(3)	Power to determine where notice of transfer is displayed	SPHO, PHO	
r 15(1)	Duty to transfer registration to new caravan park owner	SPHO, PHO	
r 15(2)	Duty to issue a certificate of transfer of registration	SPHO, PHO	
r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration	SPHO, PHO	
r 17	Duty to keep register of caravan parks	SPHO, PHO	
r 18(4)	Power to determine where the emergency contact person's details are displayed	SPHO, PHO, WPO	
r 18(6)	Power to determine where certain information is displayed	SPHO, PHO, WPO	

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 22(1)	Duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner	SPHO, PHO	
r 22(2)	Duty to consult with relevant emergency services agencies	SPHO, PHO	
r 23	Power to determine places in which caravan park owner must display a copy of emergency procedures	SPHO, PHO, WPO	
r 24	Power to determine places in which caravan park owner must display copy of public emergency warnings	SPHO, PHO, WPO	
r 25(3)	Duty to consult with relevant floodplain management authority	SPHO, PHO	
r 26	Duty to have regard to any report of the relevant fire authority	SPHO, PHO	
r 28(c)	Power to approve system for the collection, removal and disposal of sewage and waste water from a movable dwelling	SPHO, PHO	
r 40	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	SPHO, MDC, MBS, PHO	
r 40(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	SPHO, MDC, MBS, PHO	

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 41(4)	Function of receiving installation certificate	SPHO, MDC, MBS, PHO	
r 43	Power to approve use of a non-habitable structure as a dwelling or part of a dwelling	DOP, SPHO, MDC, MBS, PHO	
sch 3 cl 4(3)	Power to approve the removal of wheels and axles from unregistrable movable dwelling	DOP, SPHO, MDC, MBS, PHO	

Road Management (General) Regulations 2016			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 8(1)	Duty to conduct reviews of road management plan	MAI, AMC	
r 9(2)	Duty to produce written report of review of road management plan and make report available	MAI, AMC	
r 9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	MAI, AMC	Where Council is the coordinating road authority
r.10	Duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under s 41 of the Act	MAI, AMC	

Road Management (General) Regulations 2016			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 13(1)	Duty to publish notice of amendments to road management plan	MAI, AMC	where Council is the coordinating road authority
r 13(3)	Duty to record on road management plan the substance and date of effect of amendment	MAI, AMC	
r 16(3)	Power to issue permit	DOP, AGISO, MAI, AMC, DE, TO, AOO	Where Council is the coordinating road authority
r 18(1)	Power to give written consent re damage to road	DOP, MAI, AMC, DE	Where Council is the coordinating road authority
r 23(2)	Power to make submission to Tribunal	DOP, MDC	Where Council is the coordinating road authority
r 23(4)	Power to charge a fee for application under s 66(1) Road Management Act	AGISO, MAI, AMC, DE, TO, RC, AOO	Where Council is the coordinating road authority
r 25(1)	Power to remove objects, refuse, rubbish or other material deposited or left on road	TWSC, DMEMO, DOP, LLACO, MEMO, MAI, AMC, MW, LLPCO, R, TLTS, TLO, WC	Where Council is the responsible road authority
r 25(2)	Power to sell or dispose of things removed from road or part of road (after first complying with regulation 25(3))	DOP	Where Council is the responsible road authority
r 25(5)	Power to recover in the Magistrates' Court, expenses from person responsible	CEO	Not delegated - power remains with CEO

Road Management (Works and Infrastructure) Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 15	Power to exempt a person from requirement under cl 13(1) of sch 7 of the Act to give notice as to the completion of those works	DOP, AGISO, MAI, AMC, DE, TO	Where Council is the coordinating road authority and where consent given under s 63(1) of the Act
r 22(2)	Power to waive whole or part of fee in certain circumstances	DOP, MAI, MW	Where Council is the coordinating road authority

10.4 COMMUNITY PLANNING COMMITTEE FORMAL RECOGNITION - PYRAMID HILL

File Number: FOL/21/3165
Author: Martin Mark, Community Development Officer
Authoriser: Paul Scullie, Acting Manager Community Support
Attachments: Nil

RECOMMENDATION

That Council formally recognise the Pyramid Hill Progress Association Inc as the Community Planning Committee for the Pyramid Hill community.

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.

Since this time Council has formally recognised fourteen 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
Boort	Boort Tourism and Development Inc.	26/04/2023
Yarrowalla	Yarrowalla Community Planning Committee Inc.	26/04/2023

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

Access to Council's annual community planning funding program is 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 three community planning committees. This report presents Pyramid Hill community planning committee for recognition by Council and it is anticipated that the remaining two committees from Korong Vale and Laanecoorie will be eligible for formal recognition during the remainder of 2023.

ISSUES/DISCUSSION

Pyramid Hill Progress Association Inc. has requested Council recognition as the community planning committee for the Pyramid Hill and district community and has 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
Pyramid Hill	Pyramid Hill Progress Association Inc.	Yes	Yes	Yes	Yes	Yes

The Committee is developing their new Community Plan 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.

Community planning 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 the Pyramid Hill Progress Association Inc. on an annual basis.

<i>Community Planning Committee</i>	<i>Proposed allocation – Administration</i>	<i>Proposed allocation - Insurance</i>	<i>Total</i>
Pyramid Hill Progress Association Inc.	\$500	\$1,050	\$1,550

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 two 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**11.1 STATUTORY PLANNING QUARTERLY REPORT****File Number:****Author:** Louise Johnston, Acting Manager Development and Compliance**Authoriser:** Steven Phillips, Director Operations**Attachments:**

1. Applications being processed in the Quarter
2. Applications completed in the Quarter

RECOMMENDATION

That Council receive and note the Quarterly Statutory Planning Permit Activity Report for January to March 2023.

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

This is the third report for the 2022- 2023 financial year summarising planning application activities undertaken within the Development and Compliance Department.

BACKGROUND

This report covers the planning permit activity for the previous quarter and provides Council with a high level summary for the purpose of monitoring performance within this area.

Council maintains powers under the Planning & Environment Act 1987, which are delegated to Planning Officers. Applications made under these powers may include but are not limited to the following:

- consideration of a planning application for a new use/development
- consideration of an amendment to an existing planning permit
- secondary consent applications (minor changes)
- extensions of time to existing planning permits.

ISSUES/DISCUSSIONPlanning permit activities

A detailed summary of the status of planning permits can be found in Attachments 1 and 2.

Timeframes

The Planning & Environment Act 1987 requires a 60 day timeframe for the processing of planning applications by councils. The Act details how the 60 days is to be measured following the acceptance of a planning permit application.

Table 1 provides a summary of the average timeframe in which the Development and Compliance Department assessed and issued Planning Permits during the second quarter of the 2022-2023 financial year and compares these to the Victorian rural average.

Table 1: Average timeframes for decisions

Quarter 3 of the 2022/2023 financial year				
Month	Average gross days to determine	Median processing days to determine	Completed within 60 days	Rural average completed within 60 days
January	43	24	100%	59%
February	72	24	91.6%	64%
March	20	20	100%	68%
Total for the Quarter	45	24	97%	64%

During the third quarter of the 2022-2023 financial year 97% of all Planning Permit applications were assessed and issued within the statutory timeframes as set in the Planning & Environment Act 1987. This is 33% above the rural average. In addition, the average processing days for Council to make a determination on applications is 45 days, well below the rural average of 120 days, a great result for Council and its planning team.

COST/BENEFITS

The expenditure for the third quarter of 2022-2023 financial year of the statutory planning activities contained within this report is \$60,112. The fees collected for the quarter total \$21,772.

Benefits derived from investing in the planning process managed by the Development and Compliance Department include:

- well managed and appropriate development
- well informed community members who understand the value of planning within local government
- applications processed in a timely manner
- correct implementation of regulations and standards

RISK ANALYSIS

Failure of Council to adequately implement the planning scheme poses the following risks:

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

Insufficient investment in resources in the Development and Compliance Department may result in extended timeframes for the processing of applications

CONSULTATION AND ENGAGEMENT

The Planning Staff consult with a number of stakeholders on a regular basis including:

- applicants
- surrounding land owners
- regulatory authorities
- other Loddon Shire Council departments
- other municipalities

Applications being processed in the quarter

January to March, 2023

Applications
20

Number	Lodged	Site Address	Site Address Suburb	Status	Development Description	Applicant Name	Applicant Organisation
5407	10/12/2018	16 Park Street	Bridgewater on Loddon	Further Information	two lot subdivision and earthworks	Dave Edwards	
5767	10/03/2022	358 Hills Road	Barraport West	Advertising Complete	Removal of native vegetation (19 Trees) to allow the development of a lateral irrigator	Angus Parry	Airedale
5768	11/03/2022	Grant Street	Newbridge	Referral	Use and development of the land for a dwelling, removal of native vegetation and associated works	NR Links	
5808		6 Main Street	Bridgewater on Loddon	New Application	Extension and alterations to shop front	Patrick O'Toole	Bridgewater Bakehouse
5834	24/10/2022	10-16 Camp Street	Bridgewater	Further Information	Subdivision of the land into four lots	Peter Mitchell	c/o Total Property Developments
5842		52 Brooke Street	Inglewood	New Application	Liquor Licence	Smyth David	
5867	17/03/2023	Lot 8E Logan-Wedderburn Road	Logan	Referral	Development and use of a dwelling, buildings and works within 100 metres of a waterway and new road opening within Transport Zone Road 2.	Gaetano Spataro	
5869	15/03/2023	19 Main Street	Bridgewater on Loddon	Further Information	Use of part of the land for food and drinks premises, signage and extension to the existing dwelling including (part) demolition.	Penno Drafting and Design	
5872	22/03/2023	359 Yarrowalla South Road	Yarrowalla	Planner Assessment	Use and development of the land for a replacement dwelling	DMC Drafting & Design	
5878	27/03/2023	Calder Highway	Wedderburn	Further Information	Use and development of a dwelling and shed (within 100 metres of a waterway) and new road opening within Transport Road Zone 2	Rod Hinton	Bendigo Planning Services
5880		Four Posts Hotel, 6696 Loddon Valley Highway	Jarklin	New Application	Development of a storage shed	David Williams	BWA National Building Consultants
5882	4/04/2023	Market Square Recreation Reserve / Wedderburn Cricket, Racecourse Road	Wedderburn	Planner Assessment	Construction of new cricket practice nets	Ian Gould	Wedderburn Band Cricket Club
5883	13/04/2023	7 Lyndhurst Street	Bridgewater on Loddon	Advertising	Two Lot Subdivision	Daniel Stagg	Tomkinson Group
5884	17/04/2023	795 Mysia East Road	Fernihurst	Referral	Development of a replacement shed under the Heritage Overlay and Land Subject to Inundation Overlay	Dallas Evans	
5885	2/05/2023	Lot 25E Glossop Street	Mitiamo	Referral	pipeline and tanks at Mitiamo Basin	Coliban Water	
5886		31 McMillans Road	Boort	New Application	2 Lot Subdivision	Price Merrett Consulting Pty Ltd	
5887		1 Factory Lane	Pyramid Hill	New Application	Use of land for- Industry, a Store and Community Groups	PHAB Unit Trust PL	
5888		Bridgewater On Loddon Bowling Club, 8-10 Main Street	Bridgewater on Loddon	New Application	Installation of light poles and floodlights	Bridgewater Bowling Club Inc	
5889		46 Godfrey Street	Boort	New Application	Development of a storage shed	Gary Anderson	Strumand Construction
5890		Logan-Wedderburn Road	Fentons Creek	New Application	Development of a agricultural shed within a Heritage Overlay	Action Steel	

Planning Application completed in the Quarter

January to March 2023

Decisions
30

App Number	Lodged	Site Address	Locality	Status	Development Description	Applicant Name	Applicant Organisation
5275	18/04/2018	Boyds Road	Newbridge	Withdrawn	Modify road access to property via Yorkshire Rd & Boyds Rd North & amend locction of retarding basin.	Tim Martin	
5506	9/12/2022	96-100 Commercial Road	Tarnagulla	Application Complete	Buildings and works (fence and awning) under a heritage overlay and addition of on-site dining.	Kelly Whitton	
5693	30/07/2021	Bendigo-St Arnaud Road	Moliagul	Lapsed	Gold mining and native vegetation removal	Shayne Dixon	
5707	5/01/2023	2403 Echuca-Serpentine Road	Prairie	Application Complete	Amendments to the Bushfire Management Plan (access now coming from Echuca Serpentine Road)	Catriona Freeman	
5811	27/07/2022	Lot 8 Mason Drive	Moliagul	Application Complete	Use and development of the land for a dwelling and associated outbuilding	Rod Hinton	Bendigo Planning Services
5817	15/08/2022	Lot 4 McCoy Street	Eddington	Withdrawn	Development of a Dwelling	Building Issues	
5821	25/08/2022	Burke Street	Newbridge	Withdrawn	Use and development of a dwelling	DMC Drafting & Design	
5823	12/01/2023	Lot 1 Calder Highway	Wedderburn	Withdrawn	Processing of ore from other sites (one truck per day) to the existing Work Plan area of MIN4183	Vanning Resources Pty Ltd	
5826	4/11/2022	17 Park Street	Bridgewater on Loddon	Application Complete	Works for a minor utility installation (pipe and pump) to extract water from the Loddon River	Dorothy Silke	
5840	28/11/2022	Loddon River Road	LEAGHUR	Application Complete	Development of a shed with a total area of more than 130 metres squared	Entegra Signature Structures	
5846	14/12/2022	Bridgewater On Loddon Bowling Club, 8-10 Main Street	Bridgewater on Loddon	Application Complete	Development and use of a Produce Stall	PTP Produce Pty Ltd	
5848	5/12/2022	Clifden Lane	Wedderburn	Application Complete	Development and use of a dwelling and shed	Building Issues	
5851	14/02/2023	65-69 Vernon Street	Korong Vale	Application Complete	External alterations and works to a heritage building	David Rees	
5852	9/01/2023	Road Reserve, 2830 Calder Highway	Derby	Application Complete	Removal of native vegetation (to create a south bound overtaking lane) adjacent to 2830 Calder Highway.	Department of Transport	
5853	9/01/2023	6 Memsie Lane	Bridgewater on Loddon	Application Complete	Two lot subdivision	Total Property Developments	
5854	23/01/2023	118-124 Godfrey Street	Boort	Application Complete	Use of the land for a Cafe Liquor Licence	Mark Klose	Audrey's of Boort Cafe
5855	30/01/2023	1054 Echuca-Serpentine Road	Pompapriel	Application Complete	Low density mobile outdoor poultry farm	Darryl & Sharon Chappel	
5856	23/01/2023	Paradise Park, Lot 2 BENDIGO-MARYBOROUGH ROAD	EDDINGTON	Application Complete	Extension to an existing shed in an Environmental Significance Overlay	Fair Dinkum Builds Bendigo	
5857	23/01/2023	66 Greens Lane	Llanelly	Application Complete	Development of a shed less than 100 metres from a dwelling not in the same ownership	Fair Dinkum Builds Bendigo	
5858	24/01/2023	8 Verdon Street	Inglewood	Application Complete	Development of a shed under the heritage overlay	Fair Dinkum Builds Bendigo	
5859	30/01/2023	1099 Gowar-Logan Road	Gowar East	Application Complete	Extension of more than 100 square metres to an existing dwelling in the Farming Zone	Penno Drafting and Design	
5860	30/01/2023	Bridgewater Public Caravan Park, Park Street	BRIDGEWATER ON LODDON	Application Complete	development of (temporary) food vans on site to cater for large groups when staying at the Caravan Park	LODDON SHIRE COUNCIL	

5862	10/02/2023	92 Sullivan Street	Inglewood	Application Complete	Development of two dwellings within the Township Zone	Howse Studio & Hdesign Building Designers	
5863	17/02/2023	Coliban Region Water Authority, Lot 1 GLADFIELD ROAD	PYRAMID HILL	Application Complete	installation of ground mounted solar panel and farm fencing	Leanne Cini	Coliban Region Water Corporation
5864	9/02/2023	25 Ervins Road	Pyramid Hill	Application Complete	Re-subdivision of two lots (house excision) in the Farming Zone	Planright Australia Pty Ltd	
5865	20/02/2023	66-68 Brooke Street	Inglewood	Application Complete	Replacement of an existing fence and minor alterations to a building in a Heritage Overlay	Pauline Wellman	
5866	16/02/2023	144 Sebastian Road	Bridgewater	Application Complete	Use of part of the land for a four wheel drive training track and associated facilities.	Russell Thorsen	
5868	24/02/2023	Lot 1 Boort-Yando Road	Boort	Application Complete	Earthworks associated with the construction of a farm irrigation channel	Adam Wright	
5870	27/02/2023	1 Park Street	Bridgewater on Loddon	Application Complete	Development of a spa and associated mechanical and safety equipment in the Land Subject to Inundation Overlay	Australian Pool Permits	
5873	8/03/2023	Donaldson Park & Cooper Park, 35-57 Chapel Street	Wedderburn	Application Complete	Removal of native vegetation (1 large tree)	Dale Jackson	Loddon Shire Council

11.2 ANNUAL INFRASTRUCTURE PROGRAM 2023-2024

File Number: FOL/19/432630

Author: David Southcombe, Manager Assets and Infrastructure

Authoriser: Steven Phillips, Director Operations

Attachments: 1. **Annual Infrastructure Program and Budget Summary**

2. **Detailed Program - Confidential**

This attachment is designated as confidential in accordance with Section 3(1)(g(ii)) of the *Local Government Act 2020*. It contains private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

3. **Community Planning Projects Update - June 2023**

4. **Flood Restoration Program 2023 - 2025**

5. **Detailed Program - no estimates**

RECOMMENDATION

That Council

1. Adopt the proposed expenditure amounts as listed in Attachment 1 for the following works categories:
 - Local Road Gravel Resheet
 - Local Road Shoulder Resheet
 - Local Road Construction – Asset Preservation
 - Local Road Construction – Amenity
 - Local Road Construction – Safety
 - Township Street Improvements
 - Urban & Township Drainage
 - Local Bridges & Culverts
 - Road Reseals
 - Parks and Gardens
 - Buildings
 - Flood Betterment.
2. Note the projects included in the various works categories as detailed in Attachment 2 Detailed Program with estimates and Attachment 5 Detailed Program without estimates.
3. Note the estimated expenditure for the Flood Restoration and Carryover projects from past programs.

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 Annual Infrastructure Program 2023-2024 was discussed at the June 2023 Council Forum.

BACKGROUND

Every year Council allocates and spends significant funds on capital infrastructure projects. Council continually carries out scoping of new infrastructure projects and maintains a rolling program of these projects. The rolling program is a database that forms the basis of the elements of the Annual Infrastructure Program. Each project is assessed using a scoring matrix relevant to the type of infrastructure as part of the scoping process. This score assists in the development of the Annual Infrastructure Program by providing a level of prioritisation for each of the projects.

In preparing the program, several factors need to be given consideration, including the prioritisation score, availability of funds and capacity for delivery. Council has adopted several strategic documents that must also be taken into consideration when preparing the Annual Infrastructure Program. Primarily these are the:

- Council Plan
- Financial Plan
- Asset Management Plan
- Register of Public Roads.

The 2023-2024 Annual Infrastructure Program has been developed in accordance with the following expenditure requirements of:

- Council funds totalling \$2.05 million.
- Federal Government Roads to Recovery (R2R) funding of \$2.39 million
- Federal Government Local Roads and Community Infrastructure (LRCI) Program, Phase 4 Part A, funding estimated at \$2.38 million
- Federal Government Local Roads and Community Infrastructure (LRCI) Program, Phase 4 Part B, funding estimated at \$1.38 million

This year the information provided includes:

- Flood Restoration Program expenditure for 2023-2024
- estimated carryover projects from the 2022-2023 program, details are included in Attachment 2.
- Community Planning projects that have already been programed for delivery by Council.

ISSUES/DISCUSSION

Attachment 1 provides the proposed Program of works planned for delivery in 2023-2024. Program details can be found in Attachment 2. Attachment 3 has details of Community Planning projects that will most likely carryover from previous years and a list of the Flood Restoration Projects for 2023-2025 can be found in Attachment 4. Attachment 5 has a list of all projects without estimates.

LRCI Program Phase 4

Council has been allocated \$3,765,020 of funding under Phase 4 of the LRCI Program under two parts:

- Part A - \$2,387,726 – which can be allocated to road and community infrastructure projects
- Part B – \$1,377,294 - which can only be allocated to road projects

Part A funding can be used on community infrastructure or road projects while Part B is limited to road projects. Projects under Phase 4 of this program must be completed by June 30, 2025. Council's draft Budget for 2023-2024 included Part A as it has been confirmed. Part B is only a nominal allocation at this stage.

Flood Betterment

Council is currently progressing the rehabilitation of Council's roads after the October 2022 floods. These works are being funded by the Disaster Recovery Funding Arrangements (DRFA). Due to the funding arrangements between the State and Federal governments, betterment of assets (upgrades to be resilient against future flooding) cannot be funded through this funding stream in Victoria as it is in other states of Australia. An allocation of \$1.34 million has been allowed for Betterment of assets to be spent in 2023-2024 and 2024-2025. If an alternative funding stream becomes available under the DRFA (or another source), reallocation of this funding may be sought.

Roads to Recovery

The Roads to Recovery program is entering the final year of the current 5 year funding period. Any unspent expenditure at the end of the 2023-2024 financial year is unable to be carried over to the 2024-2025 financial year.

In addition to the proposed \$2.39 million worth of projects in the program, it is anticipated that there will be approximately \$500,000 of underspend in existing funded projects at the end of the 2022-2023 financial year that will need to be reallocated at a later date.

An updated list of projects that will be added to the 2023-2024 program will be prepared for Council later in the calendar year. It is proposed that this will be allocated to the local road gravel re-sheet program as there is capacity within Council's Works Department to undertake these works.

Council Funds

The draft budget includes Council funding of \$2,045,438 and \$97,388 of Community Planning funds with a planned expenditure of \$1,435,771 allocated to infrastructure projects. It is proposed that the balance of \$707,055 be transferred to the Urban Drainage Reserve to support the funding of the \$4.2 million Skinners Flat embankment rehabilitation project in future years.

COST/BENEFITS

The Annual Infrastructure Program is a significant part of Council's annual expenditure. The current proposed Program totals \$37,704,775. The benefit of the proposed expenditure is that it will allow Council to maintain safe public infrastructure and decrease annual liability over all asset classes. Better roads, better public facilities and improved bridges are the key outcomes of the proposed Program, which aligns with the strategic objective of "A sustainable built and natural environment" as stipulated in the Council Plan 2021-2025.

While this expenditure is significant, Council should note the long term financial plan indicates a \$20 million asset renewal gap over the next 10 years. This proposed program will assist to reduce that gap.

RISK ANALYSIS

One of the risks identified with the proposed program is cost overrun. The estimated cost of each project has been evaluated based on current unit rates with an adjustment for anticipated price inflation, industry practice, and contingencies. The likelihood of the risk is possible and this consequence is minor as per Council's risk matrix. The risk is thus deemed to be medium. This risk is offset by the large amount of grant funding that Council has received through a number of funding streams and the ability to adjust project budgets if required.

Another risk identified is the delay in delivering projects. This has become a greater risk recently due to the large amount of stimulus funding directed at infrastructure projects and the delays associate with contractor availability and the lead-time of material deliveries. The likelihood of this risk is possible and the consequence is minor as per Council's risk matrix. The risk is thus deemed to be medium. This risk is mitigated by allocating additional projects to Council's Works Department for delivery where possible and selecting projects that are high value with a low risk of delay. Project that have a high risk of not being delivered by the expiry of Roads to Recovery funding at June 30, 2024 have been avoided.

Given the scale of the 2023-2024 Program there is a risk that Council will not be able to deliver all projects and many will carryover into the following year. Council has employed four additional staff to assist with the Flood Restoration Program and there is two new additional project management staff to be recruited. There has been a shortage of project management staff and recruitment may be difficult. There is also two other vacancies within the Asset & Infrastructure Department that will also impact on capacity to deliver. The program has been developed giving preference to projects that are more likely to be delivered within existing resources. Even so the risk remains high that not all the projects within this Program will be delivered in one year.

CONSULTATION AND ENGAGEMENT

The Program has been developed in consultation with Council staff, in particular the Assets & Infrastructure Department, the Works Department, and the Community Support Department. Other stakeholders and community members make contributions to the rolling program throughout the year via works requests and onsite meetings and visits conducted by staff.

Loddon Shire Council Annual Infrastructure Program 2023 - 2024
Budget Summary

Works Category	Draft Budget 2023-2024	Proposed Expenditure 2023-2024
Local Road Gravel Resheet		
Local Roads and Community Infrastructure (70)	\$ -	\$ -
Council Funded (72)	\$ 458,325	\$ 13,000
Roads to Recovery Standard (73)	\$ -	\$ 765,020
Subtotal	\$ 458,325	\$ 778,020
Local Road Shoulder Resheet		
Local Roads and Community Infrastructure (70)	\$ -	\$ -
Council Funded (72)	\$ 297,996	\$ 500,383
Roads to Recovery Standard (73)	\$ -	\$ -
Subtotal	\$ 297,996	\$ 500,383
Local Road Construction - Asset Preservation		
Local Roads and Community Infrastructure (70)	\$ 2,387,726	\$ -
Council Funded (72)	\$ 349,622	\$ 100,000
Roads to Recovery Standard (73)	\$ 969,546	\$ -
Subtotal	\$ 3,706,894	\$ 100,000
Local Road Construction - Amenity		
Local Roads and Community Infrastructure (70)	\$ -	\$ -
Council Funded (72)	\$ -	\$ 100,000
Roads to Recovery Standard (73)	\$ -	\$ -
Subtotal	\$ -	\$ 100,000
Local Road Construction - Safety		
Local Roads and Community Infrastructure (70)	\$ -	\$ -
Council Funded (72)	\$ 57,434	\$ -
Roads to Recovery Standard (73)	\$ 150,000	\$ -
Subtotal	\$ 207,434	\$ -
Township Street Improvements		
Local Roads and Community Infrastructure (70)	\$ -	\$ 658,800
Council Funded (72)	\$ 232,061	\$ -
Roads to Recovery Standard (73)	\$ -	\$ -
Subtotal	\$ 232,061	\$ 658,800
Urban & Township Drainage		
Local Roads and Community Infrastructure (70)	\$ -	\$ -
Council Funded (72)	\$ 350,000	\$ 707,055
Roads to Recovery Standard (73)	\$ -	\$ -
Subtotal	\$ 350,000	\$ 707,055
Local Bridges & Culverts		
Local Roads and Community Infrastructure (70)	\$ -	\$ 1,314,000
Council Funded (72)	\$ -	\$ 200,000
Roads to Recovery Standard (73)	\$ 152,328	\$ -
Subtotal	\$ 152,328	\$ 1,514,000
Road Reseals		
Local Roads and Community Infrastructure (70)	\$ -	\$ -
Council Funded (72)	\$ -	\$ -
Roads to Recovery Standard (73)	\$ 1,115,852	\$ 1,622,706
Subtotal	\$ 1,115,852	\$ 1,622,706
Parks and Gardens (Townscape Services)		
Council Funded (72)	\$ 100,000	\$ 75,000
Subtotal	\$ 100,000	\$ 75,000
Buildings		
Local Roads and Community Infrastructure (70)	\$ -	\$ 450,000
Council Funded (72)	\$ 200,000	\$ 447,388
Subtotal	\$ 200,000	\$ 897,388
NEW PROJECTS TOTAL	\$ 6,820,890	\$ 6,953,351
Flood Betterment		
Local Roads and Community Infrastructure (70)	\$ -	\$ 1,342,220
Subtotal	\$ -	\$ 1,342,220
Flood Program		
Disaster Recovery Funding Arrangements (2023-24) (estimated expenditure)	\$ 20,507,452	\$ 20,507,452
Subtotal	\$ 20,507,452	\$ 20,507,452
FLOOD TOTAL	\$ 20,507,452	\$ 21,849,672
Carryovers		
Various (estimated expenditure)	\$ 8,901,752	\$ 8,901,752
Subtotal	\$ 8,901,752	\$ 8,901,752
CARRYOVERS TOTAL	\$ 8,901,752	\$ 8,901,752
TOTAL	\$ 36,230,094	\$ 37,704,775
FUNDING		
Various (Carryovers)	\$ 8,901,752	\$ 8,901,752
Disaster Recovery Funding Arrangements (2023-24)	\$ 20,507,452	\$ 20,507,452
Council Funded (72)	\$ 2,045,438	\$ 2,045,438
Community Planning (Journalled to Council Funded (72))	\$ -	\$ 97,388
Roads to Recovery Standard (73)	\$ 2,387,726	\$ 2,387,726
Local Roads and Community Infrastructure Program (70)	\$ 2,387,726	\$ 3,765,020
Total Renewal	\$ 27,299,114	\$ 27,299,114
Total Upgrade	\$ 5,090,767	\$ 5,090,767
Total New	\$ 5,314,894	\$ 5,314,894

COMMUNITY PLANNING PROJECT UPDATE REPORT – JUNE 2023

A review of the funded community planning projects has identified that projects have had funding allocated for a variety of time fractions up to 13 years. The community planning framework does not include a sunset clause, which has resulted in some long standing funded projects. This long time fraction indicated that a review to determine relevancy and likelihood for delivery was warranted.

Council’s Community Support team have been coordinating the delivery of several outstanding community planning projects. Those that remain at this time have been detailed in this report, including background information, details of the barriers the project has faced or is facing, and the course of action this has prompted. The listing below equates to **\$402,666** of outstanding funded community planning projects.

Project Title	Bridgewater streetscape		
Year Allocated	2011/12	Budget	\$39,427
Status	<p>This funding was allocated to provide seed funding to attract external funding for this major project. This funding has been dormant for over 10 years, and at this point in time the Bridgewater Streetscape project is not likely to progress to the next phase of detailed design in the near future.</p> <p>It is suggested that this funding be returned to the Inglewood community planning available funds to allow delivery of other planned projects, and a future funding strategy be revisited when the Bridgewater Streetscape project is ready to enter the design phase.</p> <p>The recommendation is to return funds to the Inglewood community planning budget to allow reallocation.</p>		

Project Title	Campbells Forest hydrology report		
Year Allocated	2021/22	Budget	\$10,000
Status	<p>This allocation provided funding to allow the Campbells Forest Community Planning Committee to undertake a hydrology report to support their advocacy for a permanent water supply to the Campbells Forest district.</p> <p>The Campbells Forest & District Community Action Planning Committee have advised that a further \$8000 is required to fund the delivery of this project. Efforts by the community planning committee to access these funds from other sources has been unsuccessful.</p> <p>It is recommended to provide a further 12 months to enable the committee to access external funding to deliver this project, or apply for further funding through the next community planning funding cycle.</p>		

Project Title	Dingee Memorial Hall disabled toilet (2 allocations)		
Year Allocated	2020/21 (\$14,388)	Budget	\$34,388
	2019/20 (\$20,000)		
Status	<p>This funding allocation was provided to enable the installation of a disabled toilet in the Dingee Memorial Hall, a crown land hall. Detailed designs were developed in 2018 and cost estimates obtained by the hall committee indicated that the combined funding was nearing the amount required to complete the</p>		

	<p>project. The committee had not factored in the requirement to use a commercially registered builder. This, plus industry cost escalations, mean that the cost estimates are now in the vicinity of \$95,000.</p> <p>Consultation with the committee of management indicates that the delivery of the project is still a priority. It is the opinion of officers that the committee of management will need some support from the Community Support team to use the available funds as seed funding to access an external grant. Continued guidance is likely to be needed as they then deliver the project.</p> <p>It is recommended that the committee of management be provided with a further 12 months to seek additional funding, either internally or externally, with the support of the Community Support team.</p>
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Project Title	Newbridge Hall disabled carpark		
Year Allocated	2021/22	Budget	\$8,500
Status	<p>This project was allocated funding to deliver another disabled park at the southern end of the current carpark that is closer to the accessible toilet located at the Newbridge Hall. It was noted that a fully compliant ramp and park might not be achievable due to the restrictions of the current park and footpath levels. Whilst the original estimate for completion was \$8,500, price escalations suggest that this budget will not allow delivery of a full Disability Discrimination Act (DDA) compliant disabled park and ramp.</p> <p>It is recommended that further investigation on the most suitable ramp style is undertaken: a full DDA compliant carpark and ramp or the installation of a ramp for mobility access. Following this, depending on the outcome and with community planning committee consultation the project will move to the design phase for delivery. It is likely that the committee, with support from the Community Support team, will need to seek additional funding, either internally or externally for this project to be delivered.</p> <p>Not included in the proposed Annual Infrastructure Program 2023-2024.</p>		

Project Title	Grahams Lane intersection		
Year Allocated	2021/22	Budget	\$13,000
Status	<p>The original application was submitted to upgrade/redevelop the existing Y intersection into a T intersection at Graham’s Lane and Bridgewater-Dunolly Road. The committee have applied for this intersection to be developed into a T-intersection to slow traffic turning onto the Bridgewater-Dunolly Road for safety reasons. The Department of Transport (VicRoads) will need to provide consent prior to commencement as the Bridgewater-Dunolly Road is a VicRoads road.</p> <p>Due to recent extensive road system damage and associated resource commitment, this project has lower priority for immediate action. This will form part of the Assets and Infrastructure annual roads program in future years. It is recommended that this project retain funding for future delivery.</p> <p>Included in the proposed Annual Infrastructure Program 2023-2024 for delivery.</p>		

Project Title	Inglewood Eucy Museum annex (2 allocations)		
Year Allocated	2019/20	Budget	\$114,185

	(\$81,000) 2020/21 (\$33,185)		
Status	<p>This project is to construct an annex to the side of the Inglewood Eucy Museum to house a traction engine originally from the site. The project received a number of allocations making up the \$81,000 available in 2019/20 and an additional \$33,185 was provided in 2020/21. Council’s Tourism and Economic Development team are working with the museum committee to revisit this project. A workshop was conducted on 29 March 2023 with the Eucy Museum committee.</p> <p>It is recommended that further guidance as to the expected delivery of this project be sought from the Manager Tourism and Economic Development following this meeting, where a decision about any future retention of these funds for this project can be made.</p>		

Project Title	Inglewood Town Hall roof condition report		
Year Allocated	2021/22	Budget	\$10,000
Status	<p>This allocation of funding is to undertake a condition assessment of the Inglewood Town Hall roof. This will provide information to determine the scope of works needed for the redevelopment works of the roof and an indicative time priority.</p> <p>Other project priorities has meant that this project has not yet commenced. The visual condition of the hall roof and the impact any roof failure would have on the hall suggests that this project should retain this funding and be delivered as officer capacity allows.</p> <p>Included in the proposed Annual Infrastructure Program 2023-2024 for delivery.</p>		

Project Title	Laanecoorie Hall painting (2 allocations)		
Year Allocated	2019/20 (\$20,000) 2020/21 (\$20,000)	Budget	\$40,000
Status	<p>This project is for external painting of the Laanecoorie Hall, a crown land hall. The committee of management has received two allocations of funding from the Tarnagulla Ward strategic fund. The project has commenced with \$21,591 provided to the hall committee to date. The works have currently stalled due to the discovery of white ant damage.</p> <p>The hall committee is currently liaising with the Department of Energy, Environment and Climate Action (DEECA) as the property owner to determine if there is any financial support they can access to remedy the white ant damage and then complete the project.</p> <p>Alternatively, if there appears to be no way forward, Council may wish to consider a variation to the project to allow the remaining painting project funds to be used to complete the repairs to the building. The hall committee would then be required to seek funding to complete the painting of the hall.</p> <p>It is recommended that officers monitor the outcome of the committee of management’s negotiations with DEECA and where there appears to be no resolution, investigate an alternative way forward that could be supported with</p>		

	the remaining funds, and if required return to Council with a project variation proposal.
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Project Title	Mitiamo change rooms master planning		
Year Allocated	2019/20	Budget	\$10,000
Status	<p>The Mitiamo community have indicated that the change room facility at the recreation reserve do not meet current standards. This funding was allocated to enable the development of a master plan to support external funding applications.</p> <p>It is recommended that this project retain access to these funds for a further 12 months to either contribute to an internally funded master plan development project, or to allow the community planning committee, with Community Support assistance, to seek additional internal or external funding to allow this project to be delivered.</p>		

Project Title	Progress Park fitness station - Newbridge		
Year Allocated	2021/22	Budget	\$15,000
Status	<p>This funding allocation is to support delivery of an outdoor fitness equipment pod in Progress Park, Newbridge. Previous outdoor fitness equipment installations have been supported with funds from the Healthy Loddon Campaspe program. With the announcement of an extension of funding for this program, it was hoped that funds might become available to allow delivery of this project. It is now apparent that the next phase of the Healthy Loddon Campaspe program will not provide funding for new infrastructure installation.</p> <p>Consultation with the Newbridge Arnold Llanely Community Planning Committee indicates that this project is still a priority for this community.</p> <p>It is recommended that the project retains access to this funding allocation for 12 months, while further work is undertaken with the community to investigate the suitability and cost of a smaller pod installation, followed by the seeking of external funding or a further community planning allocation in future funding rounds.</p>		

Project Title	Pyramid Hill Lions Park redevelopment		
Year Allocated	2018/19	Budget	\$21,075
Status	<p>The original funding allocation was to support the development of the Pyramid Hill Lions Park based on a proposed design provided by the community planning committee. The next stage is the installation of a barbeque and shelter, with the builder securing final approvals before expected commencement of construction in April 2023.</p> <p>Other aspects of this project include the redevelopment of the playground to include new play equipment and shade. The current budget does not allow for this scope of works to be undertaken.</p> <p>It is recommended that this project remain current, allowing the committee and the Community Support team time to seek additional funding, either internally or externally.</p> <p>Will carryover from the 2022-2023 Program into the 2023-2024 Annual Infrastructure Program.</p>		

Project Title	Pyramid Hill rural water for community areas		
Year Allocated	2010/11	Budget	\$7,091
Status	<p>This project was originally allocated \$10,000 for a project to support the infrastructure needed to utilise rural water to irrigate public spaces in the Pyramid Hill township. With Council approval, a variation to this project was provided, allowing funds to be used to complete urgent works at the Pyramid Hill Bowling Club.</p> <p>This funding has been dormant for over 10 years, and now there is no clear scope of works. It is suggested that this funding be returned to the Terricks community planning available funds to allow delivery of other planned projects.</p> <p>The Pyramid Hill community planning committee is currently consulting their community as they develop their new community plan. Should this project be identified in the new plan, a more structured project management approach will guide decision making around project scope, cost and timing.</p> <p>The recommendation is to return funds to the Terricks community-planning budget to allow reallocation.</p>		

Project Title	Tarnagulla Community Centre asphalt		
Year Allocated	2019/20	Budget	\$50,000
Status	<p>This project has been funded to asphalt the surface between the Victoria Theatre, the Community Centre and Soldiers Memorial Park.</p> <p>The original cost estimate for delivery of this project was \$50,000. With cost escalations, further work is required to complete detailed design and costings to ascertain if the available budget is sufficient to complete the project.</p> <p>It is recommended that this project be included in the Assets and Infrastructure rolling program and progress to detailed design as officer capacity allows.</p> <p>Included in the proposed Annual Infrastructure Program 2023-2024 for delivery.</p>		

Project Title	Tarnagulla Soldiers Memorial Park toilet design		
Year Allocated	2019/20	Budget	\$30,000
Status	<p>This project has been funded to complete the designs for the replacement of the existing toilets in Soldiers Memorial Park.</p> <p>It is recommended that this project be included in the Assets and Infrastructure rolling program and progress to detailed design as officer capacity allows.</p> <p>Not included in the proposed Annual Infrastructure Program 2023-2024.</p>		

With an annual funding program of \$50,000 per ward for community planning projects, it is important to progress the delivery of projects in a timely manner to avoid a backlog of projects. Alignment with the phases contained in the Project Management Framework (under development) will allow appropriate allocation of funding that supports projects to move through the concept, detailed design and delivery stages.

The project delivery staff have a maximum capacity to deliver various phases of projects at any one time, and there is a risk that community planning project delivery times may be impacted when prioritised against all other capital projects being delivered by Council. Whilst this cannot be avoided, it will be important to provide progress updates to Councillors and the community planning committees so that expectations can be contained.

When considering initiatives put forward through community planning, a number of key considerations can be used to understand the risks associated with the project, including the complexity of the project, appropriate planning, capacity of volunteers to deliver, internal and external funding availability, design and cost analysis, future cost impost to Council and likely duration from inception to delivery. Considering the recent capability challenges encountered by community planning committees/volunteers to deliver many of these projects, the Council's risk management policy will guide officers on decisions.

Council Officers have consulted with the below community planning committees ascertaining the status of the outstanding projects and suggested progression:

- Bridgewater on Loddon Development
- Dingee Progress Association
- Newbridge Arnold Llanelly Community Planning Committee
- Laanecoorie Community Planning Committee
- Tarnagulla Community Planning Group
- Campbells Forest & District Community Action Planning Group
- Pyramid Hill Progress Association

Subject to this discussion with Council, and following adoption of the Community Support Policy, any changes to the funding allocations noted in this report will progress administratively as part of the assessment of the next round of community planning projects.

It is expected that the projects listed in this report will continue to progress as a priority over any new projects identified for allocation of funds from the 2022/23 and 2023/24 community planning funding rounds.

Table with 10 columns: Damage Number, Status, Primary Location, Local Road Category, Damage Type, Response Type, Primary Location Start, Chainage From, Chainage To. It lists various road damage incidents with their details.

LODDON SHIRE COUNCIL - ROLLING PROGRAM				
Program: Local Road Gravel Re-sheets				
Project No.	Project Name	Project Type [R=Renewal, U=Upgrade and N=New]	Location	PROJECT DETAILS
LRS1248	Loddon River Rd, YANDO	R	Ch 8.08-9.85km (00 Boort-Pyramid Rd)	100mm Sheet
LRS1260	Sylvaterra Timms Lake Rd, PYRAMID HILL	R	Ch 0.00-2.94km (00 Pyramid Echuca Rd)	100mm Resheet
LRS1261	Rockies Rd, MOLOGA	R	Ch 1.11-2.83km (00 Yarrowalla East Rd)	100mm Resheet
LRS1274	Quambatook Wychitella Rd, BARRAPORT WEST	R	Ch 10.69-14.45km (00 Boort-Charlton Rd)	100mm Resheet
LRS1286	Marong Serpentine Rd, YARRABERB	R	Ch 4.00-7.93km (00 Connors Rd)	Resheet 3.93 kms x 5.0 m x 100 mm
LRS1333	Graham's Lane Intersection	U	Ch0.00 - 0.20km (00 = Bridgewater Dunolly Rd)	Resheet 0.20km x 4.6m x 100mm

LODDON SHIRE COUNCIL - ROLLING PROGRAM				
Program: Local Road Gravel Shoulder Re-sheets				
Project No.	Project Name	Project Type [R=Renewal, U=Upgrade and N=New]	Location	Project Details
LRSS0375	Yallook Mail Rd, DINGEE	R	Ch 0.08-3.20km (00 Dingee Rd)	Shoulder resheet 3.12km x 1.6m x 100mm x 2 sides
LRSS0377	Prairie West Rd, CALIVIL	R	Ch 0.04-8.38km	Shoulder resheet 8.34km x 3.6m x 100mm x 2 sides
LRSS0374	Wedderburn-Serpentine Rd, POWLETT PLAINS	R	Ch 8.64-10.21km	Shoulder resheet 1.57km x 1.8m x 100mm x 2 sides

LODDON SHIRE COUNCIL - ROLLING PROGRAM				
Program: Local Roads Construction - Asset Preservation				
Project No.	Project Name	Project Type [R=Renewal, U=Upgrade and N=New]	Location	PROJECT DETAILS
LRC0516	Newbridge Rd, WOODSTOCK ON LODDON - Additional Funding	R	Ch 290-1450m (00 Bridgewater-Maldon Rd	Additional funding for project

LODDON SHIRE COUNCIL - ROLLING PROGRAM

[Program: Local Roads Construction - Amenity](#)

Project No.	Project Name	Project Type [R=Renewal, U=Upgrade and N=New]	Location	PROJECT DETAILS
AMN 053	Tarnagulla Community Centre Asphalt Carpark	U	Car park at community centre	Seal carpark with asphalt

Loddon Shire Council					
Program: Township Street Improvement					
Project No.	Project Name	Project Type [R=Renewal, U=Upgrade and N=New]	Location	TOWN	PROJECT DETAILS
TSI0516	Commercial Rd Footpath Reconstruction	R	Between Poverty St and King St (Street address 63-89) Westside	Tarnagulla	210m x 4.0m Footpath Reconstruction
TSI0517	Commercial Rd Footpath Reconstruction	R	Between Poverty St and King St (Street address 70-92) Eastside	Tarnagulla	210m x 4.0m Footpath Reconstruction
TSI0535	Commercial Rd Footpath	R	Between Poverty St and Wayman St (Street address 93-111) Ch 45-225m	Tarnagulla	150m x 3.8m footpath renewal

LODDON SHIRE COUNCIL - ROLLING PROGRAM					
Program: Township Drainage					
Project No.	Project Name	Project Type	Location	Township	PROJECT DETAILS
TSD0200	Urban Drainage Reserve	R	N/A	N/A	Transfer of funds to urban drainage reserve.

LODDON SHIRE COUNCIL - ROLLING PROGRAM				
Program: Local Bridges & Culverts				
Project No.	Project Name	Project Type [R=Renewal, U=Upgrade, and N=New]	Location	PROJECT DETAILS
LBCC0430	Canary Island-Leaghur Road Box Culvert Preplacement SN37	U	Canary Island Leaghur Rd, CANARY ISLAND Ch 9.23km	Replace structure with lower culverts to improve water flow during rain events.
LBCC0432	Canary Island-Leaghur Road Box Culvert Preplacement SN34	R	Canary Island-Leaghur Rd, LEAGHUR Ch 7.64km	Replace major box culvert
LBCC0433	Canary Island-Leaghur Road Box Culvert Preplacement SN43	R	Canary Island Leaghur Rd, CANARY ISLAND Ch 12.20km	Replace major box culvert
LBCC0477	Small Culverts Allocation	R	Various	Allocation to replace small culverts

Loddon Shire Council

[Program: Reseals](#)

Seg ID	Seal type	Road Name	Locality	From	(m)	(m)	Length (m)
1037	RS	Echuca Serpentine Rd	SERPENTINE	00 Loddon Valley Hwy	985	2,015	1,030
1040	RS	Echuca Serpentine Rd	SERPENTINE	00 Loddon Valley Hwy	7250	8,070	820
3095	RS	Rheola Llanelly Rd	Llanelly	00 Wedderburn Dunolly Rd	13130	15,000	1,870
3340	RS	S/R Avenue of Honour	Pyramid Hill	00 Victoria St	195	260	65
5027	RS	Sebastian Rd	YARRABERB	00 Lyndhurst St	8780	9,120	340
5028	RS	Sebastian Rd	YARRABERB	00 Lyndhurst St	9120	9,305	185
10090	RS	Tandarra Elmore Rd	TANDARRA	00 Bendigo Pyramid	4800	5,090	290
4315	RS	Verdon St	INGLEWOOD	00 Inglewood Rheola Rd	1260	1,348	88
4376	RS	Victoria St (P/hill)	Pyramid Hill	00 Durham Ox Rd	989	1,089	100
4485	RS	Wedderburn Buckrabanyule Rd	BUCKRABANYULE	00 Calder Hwy	9010	10,070	1,060
4528	RS	Wedderburn Dunolly Rd	RHEOLA	00 Logan-Wedderburn Rd	20660	21,370	710
4641	RS	Wedderburn Wychitella Rd	WEDDERBURN	00 Calder Hwy	5840	6,730	890
4644	RS	Wedderburn Wychitella Rd	WYCHITELLA	00 Calder Hwy	8980	11,165	2,185
4645	RS	Wedderburn Wychitella Rd	WYCHITELLA	00 Calder Hwy	11165	11,405	240
310	RS	Whittaker La Pt 2	BOORT	00 Boort-Wycheproof Rd	205	530	325

Seg ID	Seal type	Road Name	Locality	From	(m)	(m)	Length (m)
10045		Rothackers Rd	SERPENTINE	00 Loddon Valley Hwy	5220	5,565	345
72	RS	Arnold Newbridge Rd	NEWBRIDGE	00 Newbridge Bridgewater Rd	2578	3,230	652
393	RS	Boort Yando Rd	YANDO	00 Boort-Kerang Rd	10890	11,970	1,080
10115	RS	Echuca Serpentine Rd	MITIAMO	00 Loddon Valley Hwy	29090	29,530	440
2872	FS	Prairie Rd	PRAIRIE	00 Pyramid Yarraberb Rd	4960	7,120	2,160
5152	RS	Gladfield Rd	PYRAMID HILL	00 Boort-Pyramid Rd	8380	8,900	545
5023	RS	Gladfield Rd	PYRAMID HILL	00 Boort-Pyramid Rd	9400	10,300	900
1489	RS	Hangmans La	LLANELLY	00 Dunolly-Rheola Rd	2485	3,110	625
2477	RS	Morrow St	INGLEWOOD	00 Heales St	0	216	229
3547	RS	Tarnagulla Rd	INGLEWOOD	00 Calder Hwy	20	243	223
4528	RS	Wedderburn Dunolly Rd	RHEOLA	00 Logan-Wedderburn Rd	20660	21,370	710
4817	RS	Yarrowalla South Rd	PYRAMID HILL	00 Boort-Pyramid Rd	55	125	70
44	RS	Andrews St		00 Weaver St	160	192	37
5166	RS	Barclay St ALT		00 Boort Charlton Rd	0	180	180
5168	RS	Bell St		00 Korong Vale Borung Rd	295	585	290
369	RS	Boort Quambatook Rd		00 Boort Wycheproof Rd	20355	22,030	1,675
5705	RS	Boort Yando Rd		00 Boort Kerang Rd	0	140	140

Seg ID	Seal type	Road Name	Locality	From	(m)	(m)	Length (m)
418	RS	Borong Hurstwood Rd		00 Boort Wedderburn Rd	10200	10,790	590
440	RS	Boundary St		00 High St	0	132	136
468	RS	Bridgewater Raywood Rd		00 Calder Hwy	500	1,370	870
470	RS	Bridgewater Raywood Rd		00 Calder Hwy	1580	2,860	1,280
10153	RS	Bridgewater Raywood Rd		00 Calder Hwy	17950	19,700	1,750
10152	RS	Bridgewater Raywood Rd		00 Calder Hwy	19700	21,050	1,350
604	RS	Calivil Mail Rd		00 Prairie West Rd	8120	9,670	1,550
659	RS	Cemetery Rd		00 Bridgewater Maldon Rd	0	770	770
10172	RS	Chapel St		00 Loddon Valley Hwy	268	395	127
5171	RS	Dingee Rd		00 Bendigo Pyramid Rd	2900	3,640	740
908	RS	Dingee Rd		00 Bendigo Pyramid Rd	6510	6,600	90
911	RS	Dingee Rd		00 Bendigo Pyramid Rd	9886	11,520	1,684
964	RS	Dunolly Inglewood Rd		00 Calder Hwy	710	1,525	815
967	RS	Dunolly Inglewood Rd		00 Calder Hwy	3275	4,030	770
10114	RS	Echuca Serpentine Rd		00 Loddon Valley Hwy	29530	30,230	700
1110	RS	Elmsford Rd		00 Bridgewater Maldon Rd	10140	10,310	170
760	RS	Giffard St		00 Burke St	250	280	30

Seg ID	Seal type	Road Name	Locality	From	(m)	(m)	Length (m)
2922	RS	Gladfield Rd		00 Boort Pyramid Rd	465	880	415
1307	RS	Godfrey St		00 Unnamed (Road to station)	472	562	90
1309	RS	Godfrey St		00 Unnamed (Road to station)	597	662	65
1310	RS	Godfrey St		00 Unnamed (Road to station)	662	720	48
1312	RS	Godfrey St		00 Unnamed (Road to station)	720	843	133
1596	RS	Holloway St		00 McMillans St	0	27	31
1620	RS	Hospital St		00 Godfrey St	0	264	269
1612	RS	Hospital St		00 Southey St	0	130	135
1616	RS	Hospital St		00 Southey St	130	171	41
1619	RS	Hospital St		00 Southey St	257	302	48
5009	RS	Inglewood Rheola Rd		00 Calder Hwy	11280	11,885	605
5010	RS	Inglewood Serpentine Rd		00 Calder Hwy	1410	1,720	310
1772	RS	Joffre St		00 Glossop St	0	151	171
1900	RS	Kingower Kurting Rd		00 Calder Hwy	9081	9,643	562
1904	RS	Kiniry St		00 Andrews St	160	250	90
1910	RS	Kiniry St		00 Andrews St	465	635	163
2109	RS	Logan Kingower Rd		00 Logan Wedderburn Rd	110	510	400

Seg ID	Seal type	Road Name	Locality	From	(m)	(m)	Length (m)
2119	RS	Logan Kingower Rd		00 Logan Wedderburn Rd	5400	6,200	800
2121	RS	Logan Kingower Rd		00 Logan Wedderburn Rd	6200	6,530	330
2122	RS	Logan Kingower Rd		00 Logan Wedderburn Rd	6530	6,950	420
2209	RS	Malone St		00 McMillans Rd	478	590	112
2212	RS	Malone St		00 McMillans Rd	718	1,092	374
5703	RS	Mincha West Rd		00 Pyramid Mincha Rd	4150	4,240	90
10056	RS	Mysia East Rd		00 Boort Wedderburn Rd	0	610	610
2514	RS	Mysia East Rd		00 Boort Wedderburn Rd	2380	3,480	1,100
5706	RS	Mysia East Rd		00 Boort Wedderburn Rd	5280	5,815	535
2537	RS	Nelson St		00 Burke St	0	35	49
2538	RS	Nelson St		00 Burke St	35	200	165
1801	RS	Newbridge Rd		00 Bridgewater Maldon Rd	290	1,160	870
1803	RS	Newbridge Rd		00 Bridgewater Maldon Rd	1450	2,150	700
1804	RS	Newbridge Rd		00 Bridgewater Maldon Rd	2150	2,470	320

Loddon Shire Council

[Program: Parks and Gardens \(Townscape Services\)](#)

Project number	Project Name	Project Type [R=Renewal, N=New & U=Upgrade]	Location	Town	Project details	Category
PGC053	Boort Caravan Park Pump Filter Installation	U	Boort Caravan Park	Boort	Installation of a rotary self cleaning filter	Irrigation
PGC054	Godfrey Streetscape improvement	N	Ch 390-650m southside	Boort	Instalation of plants or turf for a 40cm strip outside of tennis courts	Open Space treatment
PGC055	Bridgewater swimming hole extention of irrigation system	N	Swimming hole	Bridgewater	Extend irrigation from pub to swimming hole	Irrigation
PGC057	Myrnong Beach Redevelopment	R	Myrnong Beach Rd	Boort	Replace car park, irrigation, bollards, tables and chairs, bin surrounds **estimate to worked on	Open Space treatment

Loddon Shire Council

[Program: Buildings](#)

Project number	Project Name	Town	Project Details 1
BLD115	Boort Historical Society Roof	Boort	Replace roof
BLD116	Inglewood Public Hall Roof	Inglewood	Replace roof
BLD117	Asbestos Removals	Various	Asbestos removals at Boort Memorial Hall, Pyramid Hill CERT Hall, Serpentine Bowls Club, Boort Angling Club, Newbridge Hall, Pyramid Hall Golf Club, Wedderburn Pre-school
BLD118	Bridgewater Hall Public toilets upgrade lighting	Bridgewater	Upgrade lighting at the Bridgewater Hall toilets
BLD119	Public Toilet Cisterns at Wedderburn and Boort	Various	Upgrade cisterns
BLD120	New urinals at Bridgewater and Newbridge	Various	Replace urinals
BLD121	Preschool replace windows	Pyramid Hill	Replace windows throughout
BLD097	Additional allocation for BLD097	Various	New toilet at Wedderburn Historical Society
BLD124	Dingee Memorial Hall Disabled Toilet	Dingee	Install disabled toilet at Dingee Memorial Hall

LODDON SHIRE COUNCIL - ROLLING PROGRAM

Program: Carryovers

Project Name	Project Type [R=Renewal, U=Upgrade and N=New]	Location	PROJECT DETAILS
Donaldson Park Community Hub Stage 1	N	Wedderburn	Construction of a new pavillion at Donaldson Park, Wedderburn
Pyramid Hill Streetscape	U	Pyramid Hill	Upgrade of streetscape at Pyramid Hill
Pyramid Hill Flood Levee	N	Pyramid Hill	Installation of a flood levee in Pyramid Hill
Boort Flood Levee	N	Boort	Installation of a flood levee in Boort
PGC121028 - PG Malone St Boort Playg	N	Boort	New footpath at Malone Park Boort
ATSI121499 - FP Armstrong St Brt 49	N	Boort	New footpath on Armstrong St, Boort
ATSI121500 - FP Armstrong St Brt 500	N	Boort	New footpath on Armstrong St, Boort
ATSI121501 - FP McMillans Rd Brt	N	Boort	New footpath on McMillans Rd, Boort
ATSI221495 - FP Southey St IW	N	Inglewood	New footpath on Southey St, Inglewood
LRC323516 - LRC NB Road Woodstock	R	Woodstock	Renewal of road
LRC423518 - LRC Ech Serp Rd Pompapiel	U	Pompapiel	Reconstruction and widening of road
BCC123437 - BC Appin Sth Rd CUL	R	Appin South	Replace quad cell culvert
BCC523390 - BC Brenanah Wehla Rd	N	Rheola	Cut off wall and rock floodway installation
BCC523443 - BC Wb Junc East Rd CUL	N	Wedderburn Junc	Installation of floodway
BCC323399 - BC Alexander Ln CUL	R	Llanelly	Replace existing culvert
BCC323410 - BC Long Bush Rd CUL	R	McIntyre	Culvert replacement
BLD123105 - BLD Brt Mem Hall Lighting	U	Boort	Replace stage lighting
BLD123106 - BLD BRIC Restumping	R	Boort	Restump BRIC building
BLD123112 - BLD Brt Memorial Hall Footpath	N	Boort	All abilities access footpath
BLD421069 - BLD Serpentine Toilets	R	Serpentine	Replace weather damaged timber cladding
BLD422101 - BLD Dingee EPU Waste Water	N	Dingee	Install new waste water system
BLD423110 - BLD Serp Public Toilet Upgrade	U	Serpentine	Upgrade works at toilet
BLD522097 - BLD WB Historical Society	N	Wedderburn	Install new toilet
PGC422041 - PGC PH Lions Park	R	Pyramid Hill	Replace barbecue shelter and benches
LRG323275 - LRS1275 Unnamed Laanecoorie	U	Laanecoorie	Resheet

LODDON SHIRE COUNCIL - ROLLING PROGRAM

[Program Flood Betterment](#)

Project Name	Project Type [R=Renewal, U=Upgrade and N=New]	Location	PROJECT DETAILS
Flood Betterment Allocation	U	Various	An allocation to upgrade Council assets as part of flood restoration works

12 COMPLIANCE REPORTS

Nil

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 25 July 2023 at Wedderburn commencing at at 3.00pm.

There being no further business the meeting was closed at .

Confirmed this.....day of..... 2023