



Monthly Investment Report

01/06/2020 to 30/06/2020

Portfolio Valuation

as at 30/06/2020

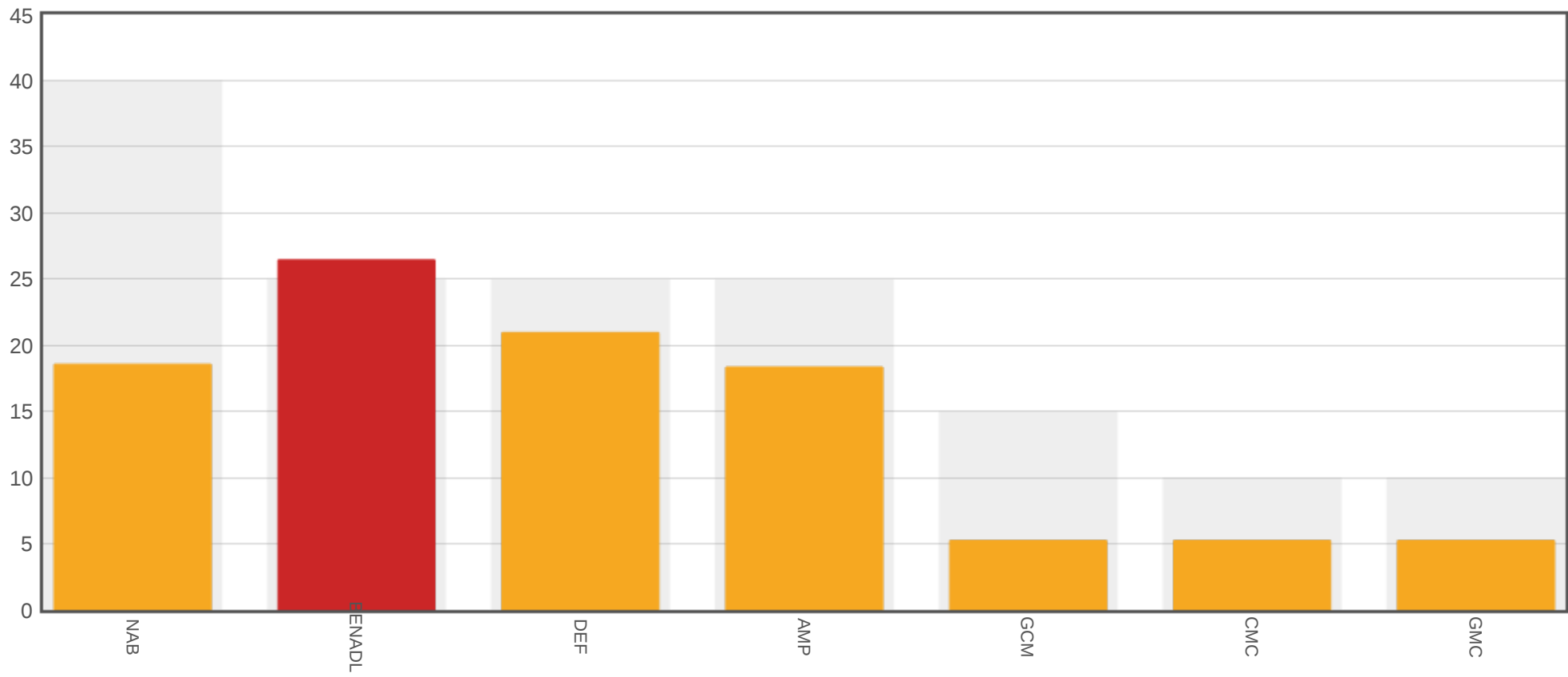
Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Accrued	Accrued MTD
Central Murray Credit Union	Unrated	TD	GENERAL	At Maturity	31/08/2019	31/08/2020	1.8500	2,000,000.00	30,917.81	3,041.10
Defence Bank	A-2	TD	GENERAL	At Maturity	30/08/2019	31/08/2020	1.7000	2,000,000.00	28,504.11	2,794.52
Bendigo and Adelaide	A-2	TD	GENERAL	At Maturity	13/09/2019	11/09/2020	1.4500	2,000,000.00	23,200.00	2,383.56
Bendigo and Adelaide	A-2	TD	GENERAL	At Maturity	26/09/2019	25/09/2020	1.6000	2,000,000.00	24,460.27	2,630.14
AMP Bank	A-2	TD	GENERAL	At Maturity	17/10/2019	19/10/2020	1.6000	2,000,000.00	22,619.18	2,630.14
NAB	A-1+	TD	GENERAL	At Maturity	20/11/2019	19/11/2020	1.4500	2,000,000.00	17,797.26	2,383.56
AMP Bank	A-2	TD	GENERAL	At Maturity	26/05/2020	24/11/2020	1.6500	1,000,000.00	1,627.40	1,356.16
AMP Bank	A-2	TD	GENERAL	At Maturity	01/06/2020	30/11/2020	1.6000	2,000,000.00	2,630.14	2,630.14
Defence Bank	A-2	TD	GENERAL	At Maturity	11/01/2020	11/01/2021	1.7000	2,000,000.00	16,021.92	2,794.52
AMP Bank	A-2	TD	GENERAL	At Maturity	23/03/2020	23/03/2021	1.7500	2,000,000.00	9,589.04	2,876.71
G&C Mutual Bank	A-3	TD	GENERAL	At Maturity	06/04/2020	06/04/2021	1.7000	2,000,000.00	8,010.96	2,794.52
Defence Bank	A-2	TD	GENERAL	At Maturity	04/04/2020	06/04/2021	1.6500	2,000,000.00	7,956.16	2,712.33
Goulburn Murray Credit Union	Unrated	TD	GENERAL	At Maturity	13/05/2020	13/05/2021	1.3000	2,000,000.00	3,490.41	2,136.99
Defence Bank	A-2	TD	GENERAL	At Maturity	29/06/2020	29/06/2021	1.3500	2,000,000.00	147.95	147.95
NAB	A-1+	CASH	GENERAL	Monthly	30/06/2020	30/06/2020	0.0000	5,084,661.56	-	-
Bendigo and Adelaide	A-2	CASH	GENERAL	Monthly	30/06/2020	30/06/2020	0.0000	6,094,238.59	-	-
TOTALS								38,178,900.15	196,972.60	33,312.33

Counterparty Compliance as at 30/06/2020

Short Term Investments

Compliant	Bank Group	Term	Rating	Invested	Invested (%)	Limit (%)	Limit (\$)	Available
✓	NAB	Short	A-1+	7,084,661.56	18.56	40.00	-	8,186,898.50
✗	Bendigo and Adelaide	Short	A-2	10,094,238.59	26.44	25.00	-	-549,513.55
✓	Defence Bank	Short	A-2	8,000,000.00	20.95	25.00	-	1,544,725.04
✓	AMP Bank	Short	A-2	7,000,000.00	18.34	25.00	-	2,544,725.04
✓	G&C Mutual Bank	Short	A-3	2,000,000.00	5.24	15.00	-	3,726,835.02
✓	Central Murray Credit Union	Short	Unrated	2,000,000.00	5.24	10.00	-	1,817,890.02
✓	Goulburn Murray Credit Union	Short	Unrated	2,000,000.00	5.24	10.00	-	1,817,890.02
TOTALS				38,178,900.15	100.00			

Counterparty Compliance - Short Term Investments

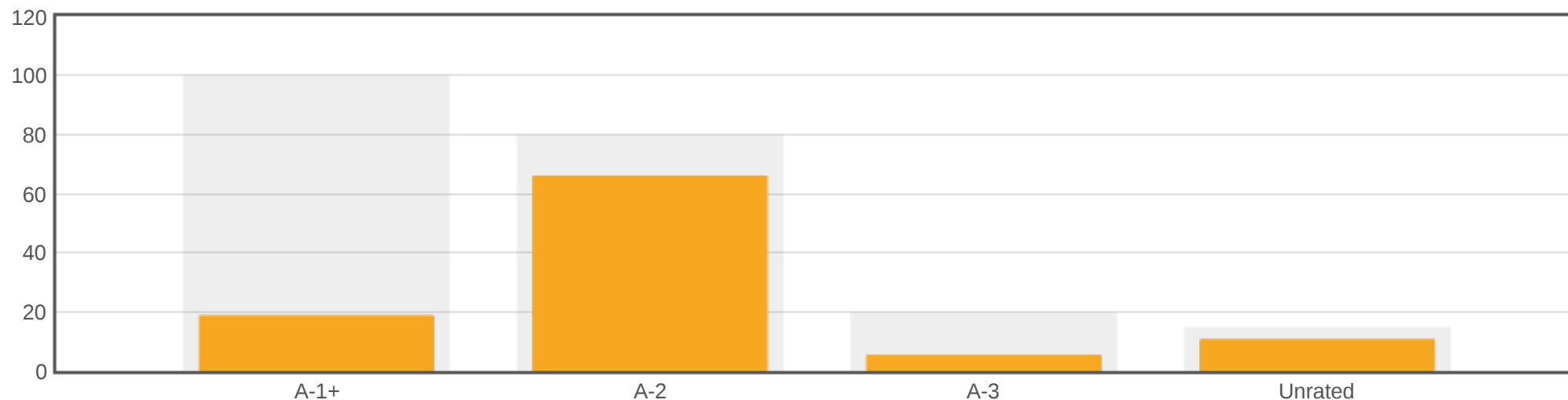


Credit Quality Compliance as at 30/06/2020

Short Term Investments

Compliant	Rating	Invested (\$)	Invested (%)	Limit (%)	Available
✓	A-1+	7,084,661.56	18.56	100.00	31,094,238.59
✓	A-2	25,094,238.59	65.73	80.00	5,448,881.53
✓	A-3	2,000,000.00	5.24	20.00	5,635,780.03
✓	Unrated	4,000,000.00	10.48	15.00	1,726,835.02
TOTALS		38,178,900.15	100.00		

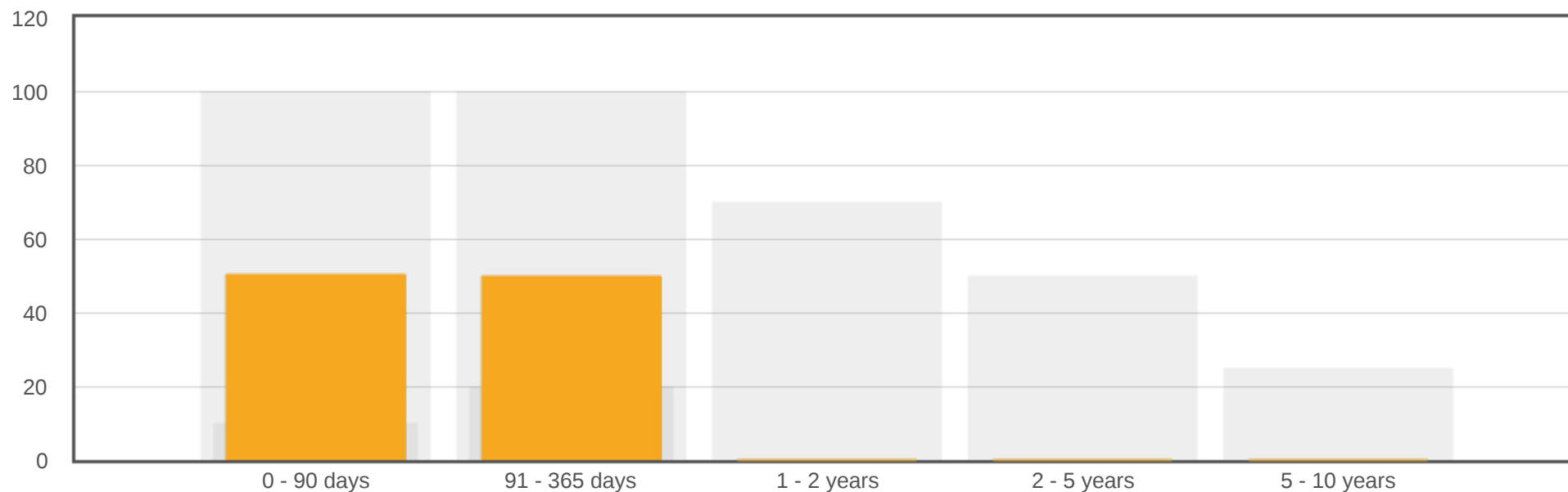
Credit Quality Compliance - Short Term Investments



Maturity Compliance as at 30/06/2020

Compliant	Term	Invested	Invested (%)	Min Limit (%)	Max Limit (%)	Available
✓	0 - 90 days	19,178,900.15	50.23	10.00	100.00	19,000,000.00
✓	91 - 365 days	19,000,000.00	49.77	20.00	100.00	19,178,900.15
✓	1 - 2 years	-	0.00	0.00	70.00	26,725,230.11
✓	2 - 5 years	-	0.00	0.00	50.00	19,089,450.08
✓	5 - 10 years	-	0.00	0.00	25.00	9,544,725.04
TOTALS		38,178,900.15	100.00			

Maturity Compliance



Portfolio Comparison

From: 31/05/2020 To: 30/06/2020

Issuer	Rating	Type	Rate	Purchase	Maturity	Interest	31/05/2020	30/06/2020	Difference
AMP Bank	A-2	TD	1.9000	04/12/2019	01/06/2020	At Maturity	2,000,000.00	-	-2,000,000.00
Defence Bank	A-2	TD	2.0500	30/06/2019	29/06/2020	At Maturity	2,000,000.00	-	-2,000,000.00
Central Murray Credit Union	Unrated	TD	1.8500	31/08/2019	31/08/2020	At Maturity	2,000,000.00	2,000,000.00	-
Defence Bank	A-2	TD	1.7000	30/08/2019	31/08/2020	At Maturity	2,000,000.00	2,000,000.00	-
Bendigo and Adelaide	A-2	TD	1.4500	13/09/2019	11/09/2020	At Maturity	2,000,000.00	2,000,000.00	-
Bendigo and Adelaide	A-2	TD	1.6000	26/09/2019	25/09/2020	At Maturity	2,000,000.00	2,000,000.00	-
AMP Bank	A-2	TD	1.6000	17/10/2019	19/10/2020	At Maturity	2,000,000.00	2,000,000.00	-
NAB	A-1+	TD	1.4500	20/11/2019	19/11/2020	At Maturity	2,000,000.00	2,000,000.00	-
AMP Bank	A-2	TD	1.6500	26/05/2020	24/11/2020	At Maturity	1,000,000.00	1,000,000.00	-
AMP Bank	A-2	TD	1.6000	01/06/2020	30/11/2020	At Maturity	-	2,000,000.00	2,000,000.00
Defence Bank	A-2	TD	1.7000	11/01/2020	11/01/2021	At Maturity	2,000,000.00	2,000,000.00	-
AMP Bank	A-2	TD	1.7500	23/03/2020	23/03/2021	At Maturity	2,000,000.00	2,000,000.00	-
Defence Bank	A-2	TD	1.6500	04/04/2020	06/04/2021	At Maturity	2,000,000.00	2,000,000.00	-
G&C Mutual Bank	A-3	TD	1.7000	06/04/2020	06/04/2021	At Maturity	2,000,000.00	2,000,000.00	-
Goulburn Murray Credit Union	Unrated	TD	1.3000	13/05/2020	13/05/2021	At Maturity	2,000,000.00	2,000,000.00	-
Defence Bank	A-2	TD	1.3500	29/06/2020	29/06/2021	At Maturity	-	2,000,000.00	2,000,000.00
Bendigo and Adelaide	A-2	CASH	0.0000	31/05/2020	31/05/2020	Monthly	6,187,610.49	6,094,238.59	-93,371.90

Issuer	Rating	Type	Rate	Purchase	Maturity	Interest	31/05/2020	30/06/2020	Difference
NAB	A-1+	CASH	0.0000	31/05/2020	31/05/2020	Monthly	5,025,971.06	5,084,661.56	58,690.50
TOTALS							38,213,581.55	38,178,900.15	-34,681.40

Trades in Period

From: 01/06/2020 To: 30/06/2020

New Trades

Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Ref
AMP Bank	A-2	TD	GENERAL	At Maturity	01/06/2020	30/11/2020	1.6000	2,000,000.00	TD 133/17
Defence Bank	A-2	TD	GENERAL	At Maturity	29/06/2020	29/06/2021	1.3500	2,000,000.00	106/14
TOTALS								4,000,000.00	

Sell Trades

Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Sell	Rate	Value	Ref
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No entries for this item

Matured Trades

Issuer	Rating	Type	Alloc	Interest	Purchase	Maturity	Rate	Value	Ref
AMP Bank	A-2	TD	GENERAL	At Maturity	04/12/2019	01/06/2020	1.9000	2,000,000.00	
Defence Bank	A-2	TD	GENERAL	At Maturity	30/06/2019	29/06/2020	2.0500	2,000,000.00	
TOTALS								4,000,000.00	

Interest Received in Period

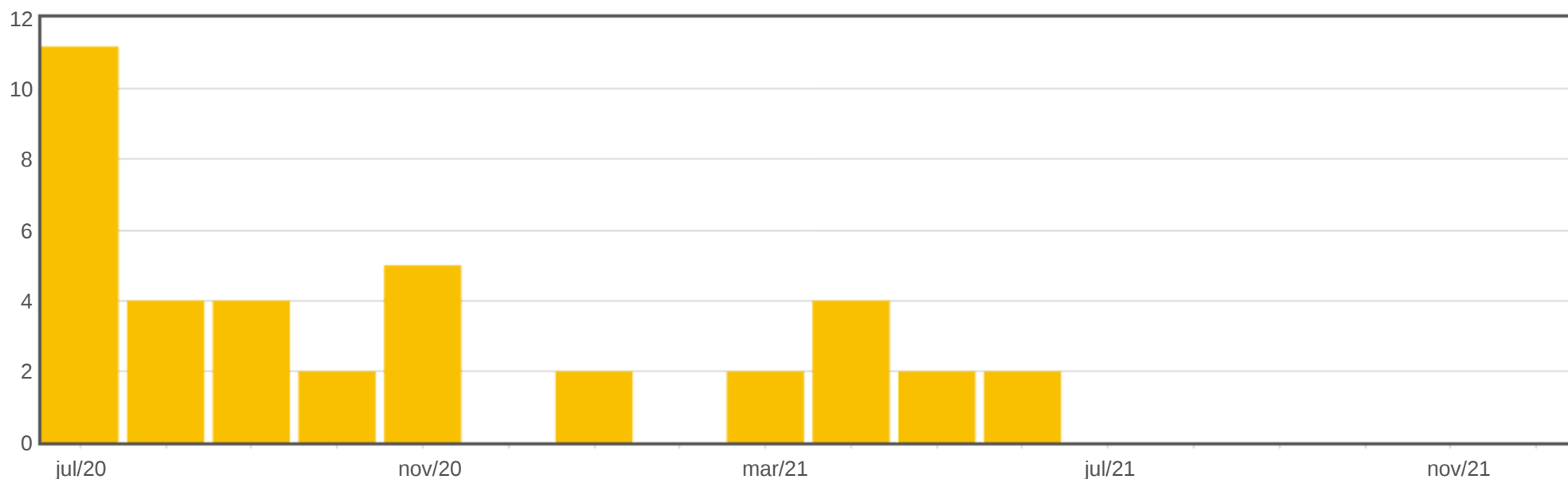
From: 01/06/2020 To: 30/06/2020

Periodic Interest

Issuer	Rating	Type	Alloc	Frequency	Value	Purchase	Maturity	Coupon Date	Type	Rate	Received
AMP Bank	A-2	TD	GENERAL	At Maturity	2,000,000.00	04/12/2019	01/06/2020	01/06/2020	Maturity	1.9000	18,739.73
Defence Bank	A-2	TD	GENERAL	At Maturity	2,000,000.00	30/06/2019	29/06/2020	29/06/2020	Maturity	2.0500	41,000.00
TOTALS					4,000,000.00						59,739.73

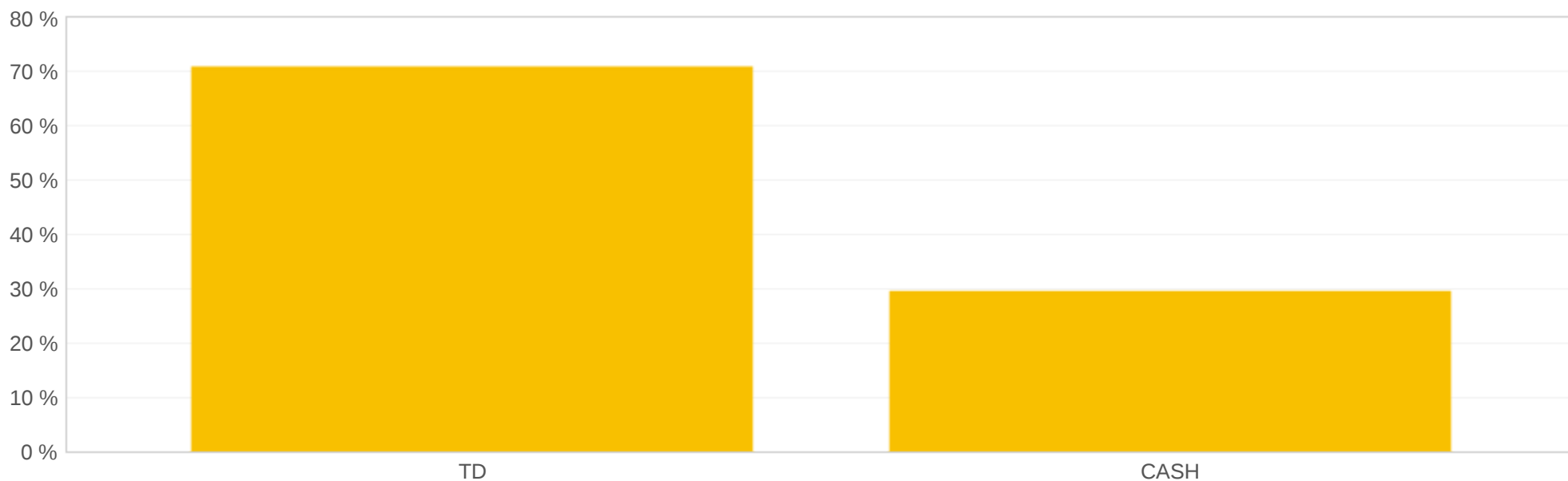
Maturity Cashflow as at 30/06/2020

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2020	-	-	-	-	-	-	11,178,900	4,000,000	4,000,000	2,000,000	5,000,000	-	26,178,900.15
2021	2,000,000	-	2,000,000	4,000,000	2,000,000	2,000,000	-	-	-	-	-	-	12,000,000.00
TOTALS													38,178,900.15



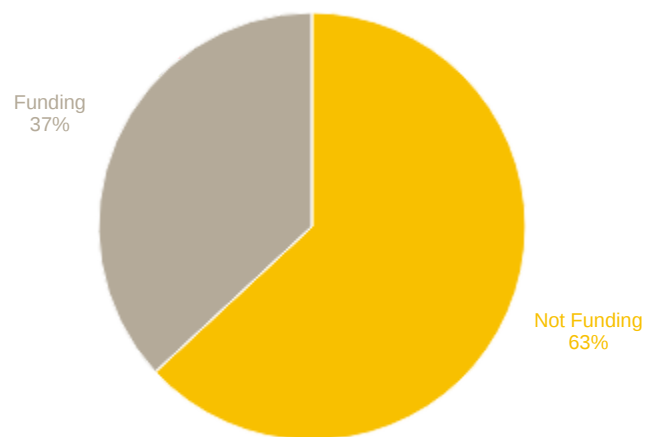
Asset Class as at 30/06/2020

Code	Number of Trades	Invested	Invested (%)
TD	14	27,000,000.00	70.72
CASH	2	11,178,900.15	29.28
TOTALS	16	38,178,900.15	100.0



ADIs funding fossil fuels as at 30/06/2020

	Number of Trades	Invested	Invested (%)
Not funding fossil fuels	10	24,094,238.59	63.1
Funding fossil fuels	6	14,084,661.56	36.9



**GENERAL MANAGER'S PERFORMANCE REVIEW
MID YEAR REVIEW – 2020**

Officer				
Indicator	Note	Score	Positives	Opportunities for Improvement
Financial Performance	1			
Annual Management Plan Delivery	2			
Achievement of Specific Initiatives	3			
Strategic Outlook	4			
Human Resources Management	5			
Government / Board / EMT Responsiveness	6			
Service Delivery Focus	7			
Quality of Work	8			
Personal Qualities	9			
TOTAL				

0 CONSIDERABLE IMPROVEMENT REQUIRED

2.5 AVERAGE PERFORMANCE

Meets expectations in relation to more than 50% of the specified requirements and exceeds expectations in more than about 25% of them.

5 GOOD PERFORMANCE

Consistently meets expectations in relation to more than 75% of the specified requirements and exceeds expectations in more than about 25% of them

7.5 VERY GOOD PERFORMANCE

Consistently meets expectations in relation to all of the specified requirements but exceeds expectations in more than about 30% of them.

10 OUTSTANDING PERFORMANCE

Consistently exceeds expectations in relation to every respect of all of the specified requirements

**Local
Government
Remuneration
Tribunal**

**Annual Report and
Determination**

*Annual report and determination under sections 239 and
241 of the Local Government Act 1993*

**10 June
2020**

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Local Government Remuneration Tribunal

Executive Summary

The *Local Government Act 1993* (the LG Act) requires the Local Government Remuneration Tribunal (the Tribunal) to report to the Minister for Local Government by 1 May each year as to its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, and chairpersons and members of county councils.

In response to the COVID-19 pandemic the Minister for Local Government, the Hon Shelley Hancock MP, made the *Local Government (General) Amendment (COVID-19) Regulation 2020* which extends the time for the making of this determination to no later than 1 July 2020.

Categories

Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. The Tribunal last undertook a significant review of the categories and the allocation of councils into each of those categories in 2017. In accordance with the LG Act the Tribunal undertook a review of the categories and allocation of councils into each of those categories as part of the 2020 review.

In reviewing the categories, the Tribunal examined a range of statistical and demographic data and considered the submissions of councils and Local Government NSW (LGNSW). Having regard to that information, the Tribunal has determined to retain a categorisation model which differentiates councils primarily on the basis of their geographic location, and the other factors including population, the sphere of the council's economic influence and the degree of regional servicing.

For the Metropolitan group the Tribunal has determined to retain the existing categories and has amended the population criteria applicable to Metropolitan Large and Metropolitan Medium. For the Non-Metropolitan group, the Tribunal has determined to: create two new categories - Major Strategic Area and Regional Centre; rename one category - Regional City to Major Regional City; and revise the criteria for some of the existing categories to account for the new categories.

In accordance with section 239 of the LG Act the categories of general purpose councils are determined as follows:

Metropolitan

- Principal CBD
- Major CBD
- Metropolitan Large
- Metropolitan Medium
- Metropolitan Small

Non-metropolitan

- Major Regional City
- Major Strategic Area
- Regional Strategic Area
- Regional Centre
- Regional Rural
- Rural

Fees

The Tribunal has determined that there will be no increase in the minimum and maximum fees applicable to each existing category. For the new categories, the Tribunal has determined fees having regard to relevant relativities.

Local Government Remuneration Tribunal

Section 1 Introduction

1. Section 239 of the LG Act provides for the Tribunal to determine the categories of councils and mayoral offices and to place each council and mayoral office into one of those categories. The categories are to be determined at least once every 3 years.
2. Section 241 of the LG Act provides for the Tribunal to determine, not later than 1 May in each year, for each of the categories determined under section 239, the maximum and minimum amount of fees to be paid to mayors and councillors of councils, as well as chairpersons and members of county councils.
3. In response to the COVID-19 pandemic the Minister for Local Government, the Hon Shelley Hancock MP, made the *Local Government (General) Amendment (COVID-19) Regulation 2020* which extends the time for the making of this determination to no later than 1 July 2020.
4. In determining the maximum and minimum fees payable in each of the categories, the Tribunal is required, pursuant to section 242A (1) of the LG Act, to give effect to the same policies on increases in remuneration as those of the Industrial Relations Commission. The current policy on wages is that public sector wages cannot increase by more than 2.5 per cent, and this includes the maximum and minimum fees payable to councillors and mayors and chairpersons and members of county councils.
5. The Tribunal is however able to determine that a council can be placed in another existing or a new category with a higher range of fees without breaching the Government's wage policy pursuant to section 242A (3) of the LG Act.
6. The Tribunal's determinations take effect from 1 July in each year.

Section 2 2019 Determination

7. The Tribunal considered ten requests for re-categorisation. At the time of making the determination the Tribunal had available to it the 30 June 2018 population data. In reviewing the submissions received the Tribunal applied a multi variable approach assessing each council against all the criteria (not only population) for the requested category and the

Local Government Remuneration Tribunal

relativities within the categories.

8. The Tribunal found that the allocation of councils into the current categories was appropriate but again noted that some of those councils seeking to be moved were likely to meet the criteria for re-categorisation in future determinations.
9. The Tribunal's 2019 Determination was made on 15 April 2019 and provided a general increase of 2.5 per cent which was consistent with the Government's policy on wages.
10. The Tribunal's findings for North Sydney was not addressed in the 2019 Determination and is dealt with in Section 3 below.

Section 3 Review of categories

Scope of review

11. Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. The Tribunal last reviewed the categories during the 2017 annual review.
12. In determining categories, the Tribunal is required to have regard to the following matters that are prescribed in section 240 of the LG Act:

"240 (1)

 - *the size of areas*
 - *the physical terrain of areas*
 - *the population of areas and the distribution of the population*
 - *the nature and volume of business dealt with by each Council*
 - *the nature and extent of the development of areas*
 - *the diversity of communities served*
 - *the regional, national and international significance of the Council*
 - *such matters as the Remuneration Tribunal considers relevant to the provision of efficient and effective local government*
 - *such other matters as may be prescribed by the regulations."*
13. The Tribunal foreshadowed in the 2019 Determination of its intention to undertake a review of the categories in accordance with the LG Act:

Local Government Remuneration Tribunal

“12. A few submissions have suggested alternative categorisation models. The Tribunal will consider this in detail in the 2020 review. The Tribunal intends to commence the 2020 annual review earlier than usual to ensure there is time to review the existing model and to examine alternatives. The Tribunal is of the preliminary view that a case may exist to revise the number of categories, and their applicable criteria, particularly for regional and rural councils.”

14. The Tribunal wrote to all mayors in October 2019 advising of the commencement of the 2020 review and invited submissions from councils on the following matters:

1. *Proposed classification model and criteria*
2. *Allocation in the proposed classification model*
3. *Range of fees payable in the proposed classification model*
4. *Other matters*

15. The Tribunal also wrote to the President of Local Government NSW (LGNSW) in similar terms, and subsequently met with the President and Chief Executive of LGNSW. The Tribunal thanks the President and Chief Executive for making the time to meet with the Tribunal.

16. The Tribunal also met with the Mayors and General Managers of Central Coast and Maitland Councils and the Tribunal thanks them for making the time to meet with the Tribunal.

Submissions received - categorisation

17. The Tribunal received 38 submissions from individual councils, a submission from LGNSW and a submission from Regional Cities NSW. Most of the submissions addressed the Tribunal’s proposed categorisation model, the allocation of councils into those categories and fees. A summary of the matters raised, and the Tribunal’s consideration of those matters is outlined below.

Proposed classification model and criteria

18. Submissions from 20 councils and LGNSW supported the Tribunal’s proposal to create a new category of Regional Centre for the Non-Metropolitan group and were of the view

Local Government Remuneration Tribunal

that the range of fees would be somewhere between Regional Strategic Area and Regional Rural.

19. Several submissions from Non-Metropolitan councils proposed alternative changes to the model such as, the merging of the Regional Rural and Rural categories, the creation of a new 'Regional' category and the renaming of Regional City to 'Gateway City' or 'Nationally Significant Regional City'.
20. Four submissions from Metropolitan councils sought the creation of a new Metropolitan category with the title of 'Metropolitan Large – Growth Area' or 'Metropolitan Major'.

Allocation in the proposed classification model

21. The Tribunal proposed to allocate 24 councils in the proposed new category of Regional Centre. Of these 24 councils, 14 provided a submission - 11 councils noted or supported their allocation as Regional Centre and 3 councils sought re-categorisation as Regional Strategic Area.
22. In addition to the 3 councils, another 17 councils sought re-categorisation into one of the categories included in the Tribunal's proposed model or into requested alternative new categories. The 20 re-categorisation requests are addressed in Section 3 – Allocation of councils into categories.

Findings - categorisation

23. The Tribunal acknowledges the significant number of submissions received this year and is grateful for the positive response and effort made in those submissions to comment on the proposed categorisation model and suggest alternatives for consideration.
24. There has been broad support to the Tribunal's proposal to create a new Non-Metropolitan category of Regional Centre and rename Regional City to Major Regional City. On that basis the Tribunal will determine the new category of Regional Centre and rename Regional City to Major Regional City. There have been some new criteria added to the category of Major Regional City to acknowledge the broader national and state focus of these cities which impact upon the operations of the council.
25. After considering the views in submissions the Tribunal re-examined the Non-Metropolitan category of Regional Strategic Area in terms of its criteria and the

Local Government Remuneration Tribunal

characteristics of the councils allocated into it. The Tribunal concluded that the characteristics of the two councils allocated to this category – Central Coast and Lake Macquarie – were sufficiently different to warrant further differentiation. Central Coast has a population greater than 340,000 making it the third largest council by population in NSW and the sixth largest council by population in Australia. It also has the second largest revenue base of all councils in NSW. Central Coast is a significant contributor to the regional economy associated with proximity to and connections with Sydney and the Hunter Region. A new category has been created for Central Coast Council and is to be titled Major Strategic Area. The criteria for this category include local government areas with a minimum population of 300,000, and larger scale and scope to those categorised as Regional Strategic Area. There is no change to the population threshold for the category of Regional Strategic Area, however the other criteria have been amended to account for other changes in the Non-Metropolitan group.

26. The Tribunal's preliminary thinking was that no changes to the categories and criteria for Metropolitan and County Councils were warranted. In respect to the categories, the Tribunal continues to hold that view. In respect to the criteria, after considering submissions the Tribunal re-examined the population criteria for both the Metropolitan Medium and Metropolitan Large categories.
27. North Sydney and Willoughby councils again put forward cases for non-resident workers to be included in the population for Metropolitan Medium. To examine this claim more broadly the Tribunal reviewed non-resident working populations across all metropolitan councils. After careful consideration the Tribunal concluded there was a strong case to recognise the impact on councils of serving significant numbers of non-resident workers. The criteria now provide for councils with a non-resident working population of 50,000 or above to move to another category if their combined resident and non-resident working population exceeds the minimum population threshold. The criteria for Metropolitan Medium and Metropolitan Large have been amended as follows:

Metropolitan Large

Councils may also be categorised as Metropolitan Large if their residential population combined with their non-resident working population exceeds 200,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Metropolitan Medium

Local Government Remuneration Tribunal

Councils may also be categorised as Metropolitan Medium if their residential population combined with their non-resident working population exceeds 100,000. To satisfy this criteria the non-resident working population must exceed 50,000.

28. In making this determination the Tribunal reviewed the criteria for other Metropolitan categories and found that the current population thresholds are appropriate.

29. The revised model which will form the basis of this determination is as follows:

Metropolitan	Non-Metropolitan
<ul style="list-style-type: none"> • Principal CBD • Major CBD • Metropolitan Large • Metropolitan Medium • Metropolitan Small 	<ul style="list-style-type: none"> • Major Regional City • Major Strategic Area • Regional Strategic Area • Regional Centre • Regional Rural • Rural

30. The criteria for each of the categories are outlined at Appendix 1. Minor changes have been made to the criteria for some of the existing categories to account for the new categories. As with the previous categorisation model the predominant factor to guide categorisation is population. Other common features of councils within those categories are also broadly described. These criteria have relevance when population alone does not adequately reflect the status of one council compared to others with similar characteristics. In some instances, the additional criteria will be significant enough to warrant the categorisation of a council into a group with a higher population threshold.

31. There is no change to the categorisation of county councils.

Allocation of councils into categories

32. In accordance with section 239 of the LG Act the Tribunal is required to allocate each of the councils into one of the categories. The allocation of councils is outlined in Determination No. 1 of Section 6.

33. Twenty (20) submissions received from councils requested re-categorisation and were considered having regard to the case put forward and the criteria for each category.

34. At the time of making the determination the Tribunal had available to it the 30 June 2019 population data released by the Australian Bureau of Statistics (ABS) on 25 March 2020.

Local Government Remuneration Tribunal

35. A summary of the Tribunal's findings for each of the applications for re-categorisation is outlined in the following paragraphs.

Metropolitan Large Councils

36. Canterbury-Bankstown, Penrith and Blacktown have requested the creation of new categories into which they be re-categorised. Canterbury-Bankstown has requested a new category named 'Metropolitan Major'. Penrith and Blacktown have requested a new category named 'Metropolitan Large – Growth Centre'.
37. The Tribunal considers that Canterbury-Bankstown, Penrith and Blacktown are appropriately categorised as Metropolitan Large.

Metropolitan Medium Councils

38. Inner West has again sought to be re-categorised as Metropolitan Large. The Tribunal outlined in the 2019 determination that Inner West's June 2018 population of 198,024 was below the indicative population of other Metropolitan Large councils, but based on growth predictions it was likely Inner West would meet the minimum population threshold for inclusion in Metropolitan Large in 2020.
39. Inner West's June 2019 population is 200,811 and the council now meets the criteria to be categorised as Metropolitan Large.
40. Ryde has sought to be re-categorised as Metropolitan Large on the basis of the large non-resident working population in the Macquarie Park Business Park (MPBP) precinct, the economic output of the precinct and its array of significant regional services.
41. The Hills has requested the creation of a new category named 'Metropolitan Growth' and that it be categorised into it. Recognition is sought for councils experiencing significant growth. The submission also notes that while Ryde does not meet the residential population criteria for Metropolitan Large it meets the other relevant criteria.
42. As previously discussed, the Tribunal has reviewed the impact of large numbers of non-residents visitors and workers and revised the criteria for Metropolitan Large Councils. Ryde and The Hills have been assessed against the new revised criteria being - *Councils may also be categorised as Metropolitan Large if their residential population combined*

Local Government Remuneration Tribunal

with their non-resident working population exceeds 200,000. To satisfy this criteria the non-resident working population must exceed 50,000.

43. Both Ryde and The Hills have a non-resident working population of more than 50,000 and combined with their resident populations they meet the revised criteria for inclusion in the group of Metropolitan Large councils. Both councils also provide a sphere of economic influence and provide regional services considered akin to those of other metropolitan large councils.

Metropolitan Small Councils

44. Camden, Willoughby and North Sydney have sought to be re-categorised as Metropolitan Medium.
45. The Tribunal outlined in the 2019 determination that Camden's June 2018 population of 94,159 was below the indicative population of other Metropolitan Medium councils, but based on growth predictions it was likely Camden would meet the minimum population threshold for inclusion in Metropolitan Medium in 2020.
46. Camden's June 2019 population is 101,437 and the council now meets the criteria to be categorised as Metropolitan Medium.
47. The Tribunal has previously considered requests from Willoughby and North Sydney Councils to be re-categorised as Metropolitan Medium in 2018 and 2019. Both Councils have populations within the indicative population range for Metropolitan Small councils but well below that of Metropolitan Medium. Both Councils have argued that their scale of operations, degree of regional servicing and high number of non-resident visitors and workers more closely align with the characteristics of Metropolitan Medium Councils.
48. As previously discussed, the Tribunal has reviewed the impact of large numbers of non-resident workers and revised the criteria for Metropolitan Medium Councils. Willoughby and North Sydney have been assessed against the new revised criteria being - *Councils may also be categorised as Metropolitan Medium if their residential population combined with their non-resident working population exceeds 100,000. To satisfy this criteria the non-resident working population must exceed 50,000.*
49. Both Willoughby and North Sydney have a non-resident working population of more than 50,000 and combined with their resident populations they meet the revised criteria for inclusion in the group of Metropolitan Medium councils. Both councils also meet the

Local Government Remuneration Tribunal

other criteria having: a significant regional role as the third and fourth biggest CBDs in Sydney after Sydney City and Parramatta; strategic significance as either transport hubs, business, cultural or employment centres.

50. Both North Sydney and Willoughby meet the criteria for re-categorisation as Metropolitan Medium.

Regional City Councils

51. Newcastle and Wollongong have proposed new categories into which they have sought to be re-categorised. Newcastle has proposed a new category named 'Gateway City' and Wollongong a new category named 'Nationally Significant Regional City'.
52. The Tribunal's revised categorisation model re-named the existing category of Regional City to Major Regional City and found no case to adopt the new categories proposed by Newcastle and Wollongong. The Tribunal considers that both councils are appropriately categorised as Major Regional City.

Regional Strategic Area Councils

53. Central Coast has again sought to be re-categorised as Regional City. The council submits that its characteristics are more like Newcastle and Wollongong (Regional City) and substantially different to Lake Macquarie (Regional Strategic Area).
54. Central Coast does not meet the broader criteria applicable to other councils in the category of Major Regional City - being Newcastle and Wollongong. As previously discussed a new category - Major Strategic Area - has been created to recognise the scale and unique position of Central Coast Council to both the Sydney and Hunter regions.

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Regional Rural Councils

55. Bathurst, Maitland, and Shoalhaven noted that under the Tribunal's proposed allocation of councils they would be allocated to the new Regional Centre category, however the three councils sought to be re-categorised as Regional Strategic Area.
56. Bathurst's June 2019 population of 43,618, Maitland's June 2019 population of 85,166 and Shoalhaven's June 2019 population of 105,648 are below the indicative population of Regional Strategic Area councils. The Tribunal considers that Bathurst, Maitland and Shoalhaven are all appropriately categorised as Regional Centre.
57. Bega, Byron and Eurobodalla have sought to be re-categorised to the new Regional Centre category. Bega's June 2019 population of 34,476, Byron's June 2019 population of 35,081 and Eurobodalla's June 2019 population of 38,473 are significantly below the indicative population of Regional Centre councils. These councils have not demonstrated the additional criteria to warrant inclusion in the Regional Centre group.

Rural Councils

58. Muswellbrook and Federation have again sought to be re-categorised as Regional Rural. Muswellbrook's June 2019 population of 16,377 and Federation's June 2019 population of 12,437 are well below the indicative population of Regional Rural councils. Both councils have not demonstrated the additional criteria to warrant inclusion in the Regional Rural group.

Section 4 Fees

59. In determining the maximum and minimum fees payable in each of the categories, the Tribunal is required, pursuant to section 242A of the LG Act, to give effect to the same policies on increases in remuneration as those that the Industrial Relations Commission is required to give effect to under section 146C of the *Industrial Relations Act 1996* (IR Act), when making or varying awards or orders relating to the conditions of employment of public sector employees.
60. The current policy on wages pursuant to section 146C(1)(a) of the IR Act is articulated in the *Industrial Relations (Public Sector Conditions of Employment) Regulation 2014* (IR Regulation 2014). When the Tribunal undertook the annual review the effect of the IR Regulation 2014

Local Government Remuneration Tribunal

was that public sector wages could not increase by more than 2.5 per cent, and this includes the maximum and minimum fees payable to councillors and mayors and chairpersons and members of county councils.

61. The Tribunal received submissions for consideration during the annual review in late 2019. Those submissions were made prior to the pandemic and overwhelmingly supported a 2.5 per cent increase in the ranges of fees which was consistent with the Government's wages policy at the time. A summary of those submissions is outlined in the paragraphs 62 and 63.
62. The LGNSW submission requested that the Tribunal increase fees by the allowable maximum of 2.5 per cent. The submission also reiterated the long-held view that fees for mayors and councillors are well behind, the current fee structure fails to recognise the work of elected representatives and is inadequate to attract and retain individuals with the necessary skills and experience. Comparative information was again presented in respect to board fees, fees paid to mayors and councillors of councils in Queensland, and salaries for members of Parliament. The LGNSW submission also noted the Tribunal's previous observations that it does not have jurisdiction on the matter of non-payment of superannuation but again invited the Tribunal to make a recommendation to the NSW State Government for councillor remuneration to include a payment for superannuation equivalent to the Superannuation Guarantee.
63. Several submissions sought an increase to the allowable maximum of 2.5 per cent acknowledging the restrictions on the Tribunal from the Government's wages policy. Several submissions sought an increase greater than 2.5 per cent by requesting that fees be aligned to councillor fees in Victoria and Queensland or to NSW members of Parliament.
64. Since receiving and considering those submissions there have been a number of factors which have influenced the Tribunal's views in regard to the annual increase. These include the impact of the bushfires and the current COVID-19 pandemic on the state and federal economies and the wellbeing of our communities.
65. To ensure the Tribunal had sufficient time to consider the COVID-19 pandemic the Minister for Local Government, the Hon Shelley Hancock MP, made the *Local Government*

Local Government Remuneration Tribunal

(General) Amendment (COVID-19) Regulation 2020 which extends the time for the making of this determination to no later than 1 July 2020.

66. On 29 May 2020 the Premier, the Hon Gladys Berejiklian MP, made the *Industrial Relations (Public Sector Conditions of Employment) Amendment (Temporary Wages Policy) Regulation 2020*. That regulation amended the IR Regulation 2014 to implement a temporary wages policy, being a 12-month pause on wage increases for public sector employees covered by the IR Act.
67. On 2 June 2020 the amending regulation was disallowed by the Legislative Council. The effect of that disallowance is that the Government's wages policy which provides for increases of up to 2.5 per cent continues to apply.
68. While the Tribunal is required to give effect to the Government's wages policy in the making of this determination, it is open to the Tribunal to determine an increase of up to 2.5 per cent or no increase at all. Given the current economic and social circumstances, the Tribunal has determined that there be no increase in the minimum and maximum fees applicable to each existing category.
69. The minimum and maximum fees for the two new categories of Major Strategic Area and Regional Centre have been set having regard to relevant relativities. The new category of Major Strategic Area has equivalent annual fees to Major Regional City. The new category of Regional Centre has annual fees between those applicable to Regional Strategic Area and Regional Rural. In accordance with the LG Act councils can be placed in a new category with a higher range of fees without breaching the Government's wages policy.

Section 5 Other matters

70. The Tribunal addressed the matter of non-payment of superannuation in the 2019 Determination:

"40. The submission from LGNSW and several councils have again raised the matter of the non-payment of superannuation. The Tribunal addressed this matter in the 2018 determination as outline below and will make no further comment:

Local Government Remuneration Tribunal

“54. The matter of the non-payment of superannuation has been previously raised in submissions to the Tribunal and is not a matter for the Tribunal to determine. Section 251 of the LG Act confirms that councillors are not employees of the council and the fee paid does not constitute a salary under the Act. The Tribunal notes that the Australian Tax Office has made a definitive ruling (ATO ID 2007/205) that allows councillors to redirect their annual fees into superannuation on a pre-tax basis and is a matter for councils (Ref: Councillor Handbook, Oct 2017, Office of Local Government p.69).”

71. By way of clarification, the amount redirected under this ruling is funded from the annual fees as determined by Tribunal – it is not an additional amount funded by the council.
72. The Tribunal notes that the Hon Shelly Hancock MP, Minister for Local Government released the *Councillor superannuation discussion paper* in March 2020, to seek the views of councils and their communities on whether councillors should receive superannuation payments. The deadline for submissions was Friday 8 May 2020.

Conclusion

73. The Tribunal’s determinations have been made with the assistance of the two Assessors - Mr Brian Bell and Mr Tim Hurst. The allocation of councils into each of the categories, pursuant to section 239 of the LG Act, is outlined in Determination No. 1. The maximum and minimum fees paid to councillors and mayors and members and chairpersons of county councils, pursuant to section 241 of the LG Act, are outlined in Determination No. 2.

The Local Government Remuneration Tribunal

Signed

Dr Robert Lang

Dated: 10 June 2020

Section 6 Determinations

Determination No. 1- Determination Pursuant to Section 239 of Categories of Councils and County Councils Effective From 1 July 2020

Table 1: General Purpose Councils - Metropolitan

Principal CBD (1)	Major CBD (1)
Sydney	Parramatta
Metropolitan Large (11)	Metropolitan Medium (9)
Blacktown	Bayside
Canterbury-Bankstown	Campbelltown
Cumberland	Camden
Fairfield	Georges River
Inner West	Hornsby
Liverpool	Ku-ring-gai
Northern Beaches	North Sydney
Penrith	Randwick
Ryde	Willoughby
Sutherland	
The Hills	
Metropolitan Small (8)	
Burwood	
Canada Bay	
Hunters Hill	
Lane Cove	
Mosman	
Strathfield	
Waverley	
Woollahra	

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Table 2: General Purpose Councils – Non-Metropolitan

Major Regional City (2)	Major Strategic Area (1)	Regional Strategic Area (1)	
Newcastle	Central Coast	Lake Macquarie	
Wollongong			

Regional Centre (24)		Regional Rural (13)	
Albury	Mid-Coast	Bega	
Armidale	Orange	Broken Hill	
Ballina	Port Macquarie-Hastings	Byron	
Bathurst	Port Stephens	Eurobodalla	
Blue Mountains	Queanbeyan-Palerang	Goulburn Mulwaree	
Cessnock	Shellharbour	Griffith	
Clarence Valley	Shoalhaven	Kempsey	
Coffs Harbour	Tamworth	Kiama	
Dubbo	Tweed	Lithgow	
Hawkesbury	Wagga Wagga	Mid-Western	
Lismore	Wingecarribee	Richmond Valley Council	
Maitland	Wollondilly	Singleton	
		Snowy Monaro	

Rural (57)			
Balranald	Cootamundra-Gundagai	Junee	Oberon
Bellingen	Cowra	Kyogle	Parkes
Berrigan	Dungog	Lachlan	Snowy Valleys
Bland	Edward River	Leeton	Temora
Blayney	Federation	Liverpool Plains	Tenterfield
Bogan	Forbes	Lockhart	Upper Hunter
Bourke	Gilgandra	Moree Plains	Upper Lachlan
Brewarrina	Glen Innes Severn	Murray River	Uralla
Cabonne	Greater Hume	Murrumbidgee	Walcha
Carrathool	Gunnedah	Muswellbrook	Walgett
Central Darling	Gwydir	Nambucca	Warren
Cobar	Hay	Narrabri	Warrumbungle
Coolamon	Hilltops	Narrandera	Weddin
Coonamble	Inverell	Narromine	Wentworth
			Yass

Table 3: County Councils

Water (4)	Other (6)
Central Tablelands	Castlereagh-Macquarie
Goldenfields Water	Central Murray
Riverina Water	Hawkesbury River
Rous	New England Tablelands
	Upper Hunter
	Upper Macquarie

Local Government Remuneration Tribunal

Determination No. 2- Determination Pursuant to Section 241 of Fees for Councillors and Mayors

Pursuant to s.241 of the *Local Government Act 1993*, the annual fees to be paid in each of the categories to Councillors, Mayors, Members and Chairpersons of County Councils effective on and from 1 July 2020 are determined as follows:

Table 4: Fees for General Purpose and County Councils

Category		Councillor/Member Annual Fee		Mayor/Chairperson Additional Fee*	
		Minimum	Maximum	Minimum	Maximum
General Purpose Councils - Metropolitan	Principal CBD	27,640	40,530	169,100	222,510
	Major CBD	18,430	34,140	39,160	110,310
	Metropolitan Large	18,430	30,410	39,160	88,600
	Metropolitan Medium	13,820	25,790	29,360	68,530
	Metropolitan Small	9,190	20,280	19,580	44,230
General Purpose Councils - Non-metropolitan	Major Regional City	18,430	32,040	39,160	99,800
	Major Strategic Area	18,430	32,040	39,160	99,800
	Regional Strategic Area	18,430	30,410	39,160	88,600
	Regional Centre	13,820	24,320	28,750	60,080
	Regional Rural	9,190	20,280	19,580	44,250
	Rural	9,190	12,160	9,780	26,530
County Councils	Water	1,820	10,140	3,920	16,660
	Other	1,820	6,060	3,920	11,060

*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2)).

The Local Government Remuneration Tribunal

Signed

Dr Robert Lang

Dated: 10 June 2020

Local Government Remuneration Tribunal

Appendices

Appendix 1 Criteria that apply to categories

Principal CBD

The Council of the City of Sydney (the City of Sydney) is the principal central business district (CBD) in the Sydney Metropolitan area. The City of Sydney is home to Sydney's primary commercial office district with the largest concentration of businesses and retailers in Sydney. The City of Sydney's sphere of economic influence is the greatest of any local government area in Australia.

The CBD is also host to some of the city's most significant transport infrastructure including Central Station, Circular Quay and International Overseas Passenger Terminal. Sydney is recognised globally with its iconic harbour setting and the City of Sydney is host to the city's historical, cultural and ceremonial precincts. The City of Sydney attracts significant visitor numbers and is home to 60 per cent of metropolitan Sydney's hotels.

The role of Lord Mayor of the City of Sydney has significant prominence reflecting the CBD's importance as home to the country's major business centres and public facilities of state and national importance. The Lord Mayor's responsibilities in developing and maintaining relationships with stakeholders, including other councils, state and federal governments, community and business groups, and the media are considered greater than other mayoral roles in NSW.

Major CBD

The Council of the City of Parramatta (City of Parramatta) is the economic capital of Greater Western Sydney and the geographic and demographic centre of Greater Sydney. Parramatta is the second largest economy in NSW (after Sydney CBD) and the sixth largest in Australia.

As a secondary CBD to metropolitan Sydney the Parramatta local government area is a major provider of business and government services with a significant number of organisations relocating their head offices to Parramatta. Public administration and safety have been a growth sector for Parramatta as the State Government has promoted a policy of moving government agencies westward to support economic development beyond the Sydney CBD.

The City of Parramatta provides a broad range of regional services across the Sydney Metropolitan area with a significant transport hub and hospital and educational facilities. The City of Parramatta is home to the Westmead Health and Medical Research precinct which represents the largest concentration of hospital and health services in Australia, servicing Western Sydney and providing other specialised services for the rest of NSW.

The City of Parramatta is also home to a significant number of cultural and sporting facilities (including Sydney Olympic Park) which draw significant domestic and international visitors to the region.

Local Government Remuneration Tribunal

Metropolitan Large

Councils categorised as Metropolitan Large will typically have a minimum residential population of 200,000.

Councils may also be categorised as Metropolitan Large if their residential population combined with their non-resident working population exceeds 200,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$200M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Large will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

Metropolitan Medium

Councils categorised as Metropolitan Medium will typically have a minimum residential population of 100,000

Councils may also be categorised as Metropolitan Medium if their residential population combined with their non-resident working population exceeds 100,000. To satisfy this criteria the non-resident working population must exceed 50,000

Other features may include:

- total operating revenue exceeding \$100M per annum
- services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- industrial, commercial and residential centres and development corridors
- high population growth.

The sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Large councils.

Metropolitan Small

Councils categorised as Metropolitan Small will typically have a residential population less than 100,000.

Other features which distinguish them from other metropolitan councils include:

- total operating revenue less than \$150M per annum.

While these councils may include some of the facilities and characteristics of both Metropolitan Large and Metropolitan Medium councils the overall sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Medium councils.

Local Government Remuneration Tribunal

Major Regional City

Newcastle City Council and Wollongong City Councils are categorised as Major Regional City. These councils:

- are metropolitan in nature with major residential, commercial and industrial areas
- typically host government departments, major tertiary education and health facilities and incorporate high density commercial and residential development
- provide a full range of higher order services and activities along with arts, culture, recreation, sporting and entertainment facilities to service the wider community and broader region
- have significant transport and freight infrastructure servicing international markets, the capital city and regional areas
- have significant natural and man-made assets to support diverse economic activity, trade and future investment
- typically contain ventures which have a broader State and national focus which impact upon the operations of the council.

Major Strategic Area

Councils categorised as Major Strategic Area will have a minimum population of 300,000.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Central Coast Council meets the criteria to be categorised as a Major Strategic Area. Its population, predicted population growth, and scale of the Council's operations warrant that it be differentiated from other non-metropolitan councils. Central Coast Council is also a significant contributor to the regional economy associated with proximity to and connections with Sydney and the Hunter Region.

Regional Strategic Area

Councils categorised as Regional Strategic Area are differentiated from councils in the Regional Centre category on the basis of their significant population and will typically have a residential population above 200,000.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Lake Macquarie Council meets the criteria to be categorised as a Regional Strategic Area. Its population and overall scale of council operations will be greater than Regional Centre councils.

Local Government Remuneration Tribunal

Regional Centre

Councils categorised as Regional Centre will typically have a minimum residential population of 40,000. Other features may include:

- a large city or town providing a significant proportion of the region's housing and employment
- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$100M per annum
- the highest rates of population growth in regional NSW
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Councils in the category of Regional Centre are often considered the geographic centre of the region providing services to their immediate and wider catchment communities.

Regional Rural

Councils categorised as Regional Rural will typically have a minimum residential population of 20,000. Other features may include:

- a large urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages
- health services, tertiary education services and regional airports which service a regional community
- a broad range of industries including agricultural, educational, health, professional, government and retail services
- large visitor numbers to established tourism ventures and events.
- Councils in the category of Regional Rural provide a degree of regional servicing below that of a Regional Centre.

Rural

Councils categorised as Rural will typically have a residential population less than 20,000. Other features may include:

- one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre
- a limited range of services, facilities and employment opportunities compared to Regional Rural councils
- local economies based on agricultural/resource industries.

County Councils - Water

County councils that provide water and/or sewerage functions with a joint approach in planning and installing large water reticulation and sewerage systems.

County Councils - Other

County councils that administer, control and eradicate declared noxious weeds as a specified Local Control Authority under the *Biosecurity Act 2015*.

COVID-19 Local Roads and Community Infrastructure Program Guidelines

Opening date:	1 July 2020
Commonwealth policy entity:	Department of Infrastructure, Transport, Regional Development and Communications
Administering entity	Department of Infrastructure, Transport, Regional Development and Communications
Enquiries:	Any questions should be directed to: Program Manager Local Roads and Community Infrastructure Program IIP@infrastructure.gov.au
Date guidelines released:	24 June 2020
Type of grant opportunity:	Demand-driven (Eligibility-based)

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1. Local Roads and Community Infrastructure Program Process

The Local Roads and Community Infrastructure Program is designed to achieve Australian Government objectives

This grant opportunity is part of the above grant program, which contributes to the Department of Infrastructure, Transport, Regional Development and Communications (The Department) Outcome 3. The Department works with stakeholders to plan and design the grant program according to the *Commonwealth Grants Rules and Guidelines 2017*



The grant opportunity opens

We will provide Eligible Funding Recipients with the Grant Guidelines and publish them on [GrantConnect](#).



Grant decisions are made

The Eligible Funding Recipients for this Program have been pre-identified. The Deputy Prime Minister allocates the grants based on a formula.



We notify Eligible Funding Recipients of the outcome

The Deputy Prime Minister sends a letter of offer and Grant Agreement to Eligible Funding Recipients



Eligible Funding Recipients enter into a grant agreement

The Eligible Funding Recipients will sign the Grant Agreement.



Nomination of projects to be undertaken

Eligible Funding Recipients will submit a Work Schedule nominating projects to be funded through the LRCI Program



The Department assesses nominated projects to ensure eligibility requirements are met

The Department will notify Eligible Funding Recipients if nominated projects are eligible/not eligible for funding. If projects are ineligible, Eligible Funding Recipients can nominate alternative projects for assessment.



Delivery of grant

Eligible Funding Recipients undertake Eligible Projects set out in Approved Work Schedule. The Department manages the grant by working with Eligible Funding Recipients, monitoring progress and making payments.



Evaluation of the Local Roads and Community Infrastructure Program

The Department will evaluate the Local Roads and Community Program as a whole. The Department will base this on information Eligible Funding Recipients provide, as well as from other sources.

1.1 Introduction

These guidelines contain information for the Local Roads and Community Infrastructure (LRCI) Program.

The LRCI Program was announced on 22 May 2020. The program will support local councils to deliver priority local road and community infrastructure projects across Australia, supporting jobs and the resilience of local economies. This funding will stimulate growth and create jobs in local communities following the impacts of COVID-19.

This document sets out:

- the purpose of the grant opportunity
- the eligibility criteria
- how Eligible Funding Recipients will be monitored and evaluated
- responsibilities and expectations in relation to the opportunity.

The LRCI Program is administered by the Department of Infrastructure, Transport, Regional Development and Communications (the Department).

2. About the grant program

The LRCI Program will run from 1 July 2020 to 31 December 2021, with projects required to be physically completed by 30 June 2021. The Program was announced as part of the Australian Government's wider economic response to COVID-19.

The LRCI Program aims to assist a community-led recovery from COVID-19 by supporting local jobs, firms, and procurement. It is expected that councils will use local businesses and workforces to deliver projects under the LRCI Program where possible to ensure stimulus funding flows into local communities.

The scope of the LRCI Program supports a broad range of Eligible Projects so communities can fund the infrastructure that they need, support businesses and create employment opportunities across their communities.

The LRCI Program is a Demand Driven (eligibility based) grant program.

The LRCI Program will be delivered under Outcome 3 of the Department's Portfolio Budget Statement:

- Strengthening the sustainability, capacity and diversity of our cities and regional economies, including through facilitating local partnerships between all levels of government and local communities; through reforms that stimulate growth; and providing grants and financial assistance.

The objective of the LRCI Program is to stimulate additional infrastructure construction activity in local communities across Australia to assist communities to manage the economic impacts of COVID-19.

The intended outcomes of the LRCI Program are to:

- provide stimulus to protect and create local short-term employment opportunities through funded projects following the impacts of the COVID-19; and
- deliver benefits to communities, such as improved road safety, accessibility and visual amenity.

The Department will administer the LRCI Program according to the [Commonwealth Grants Rules and Guidelines 2017 \(CGRGs\)](#).

3. Grant amount and grant period

The Australian Government has announced a total of \$500 million for the LRCI Program. Funding is available from July 2020.

Eligible Funding Recipients will receive a grant amount called a 'Nominal Funding Allocation'.

The formula used to calculate a Nominal Funding Allocation has been modelled on funding allocations under the Roads to Recovery Program (R2R) and the local road component of the Financial Assistance Grants Program. The formula used to determine a state/territory's share of funding under the LRCI Program follows the same state/territory allocation process as these programs. Within a state/territory's share of funding, the calculation of each Eligible Funding Recipient's Nominal Funding Allocation has been derived based on recommendations from the relevant Local Government Grants Commission, and takes into consideration factors such as population estimates, and road length in each local governing body area. This is similar to how individual shares of R2R funding and local road component of the Financial Assistance Grant Program is calculated.

The formula has been consistently applied to determine the Nominal Funding Allocation of each Eligible Funding Recipient under the LRCI Program.

Co-contributions are not required under the LRCI Program, but Eligible Funding Recipients may expend their own funds on Eligible Projects.

4. Eligibility criteria

Only Eligible Funding Recipients will receive a letter of offer for the LRCI Program.

4.1 Who is eligible for a grant?

The Eligible Funding Recipients for this grant program have been identified. They are:

- all local councils in Australia;
- the ACT Government in lieu of a system of local government;
- relevant state government, the shires of Christmas Island, Cocos (Keeling) Islands and Norfolk Island and the Lord Howe Island Board that provide local council services to 'unincorporated areas' in Australia;
- the NT Government for areas that were unincorporated until 2008 but are yet to be transferred to the new councils; and
- the Victorian Department of Environment, Land, Water and Planning for the French Island.

The Eligible Funding Recipients have been selected for this grant opportunity as the intention is to fund local communities directly. By providing funding to the level of Government closest to communities, the Australian Government can ensure that the economic boost is felt throughout every community across Australia. Further, by allowing councils to select projects to be undertaken (within a specified framework), local governments will be able to deliver projects in line with priorities at the local level.

4.2 Who is not eligible for the Grant Program?

Organisations are not eligible for the LRCI Program unless they have been identified by the Australian Government as an Eligible Funding Recipient (see: Section 4.1).

General applications by other organisations will not be accepted.

5. What the grant money can be used for

Grant money can only be used on Eligible Projects, which are those that meet the requirements set out in section 5.1, 5.2 and 5.3 and deliver benefits to the community.

5.1 Eligible grant activity

Eligible local road projects are projects that involve the construction or maintenance of roads managed by local governments. Local governments are encouraged to consider how works can support improved road safety outcomes. This could include projects involving any of the following associated with a road:

- traffic signs;
- traffic control equipment;
- street lighting equipment;
- a bridge or tunnel;
- a facility off the road used by heavy vehicles in connection with travel on the road (for example, a rest area or weigh station);
- facilities off the road that support the visitor economy; and
- road and sidewalk maintenance, where additional to normal capital works schedules.

Eligible community infrastructure projects are projects that involve the construction, maintenance and/or improvements to council-owned assets (including natural assets) that are generally accessible to the public.

Projects that involve the construction, maintenance and/or improvements to state/territory and crown owned land/assets and Commonwealth owned land/assets, can also be eligible projects where the Council can confirm that they have the authority of the land or asset owner to undertake the project at the nominated site(s) and the sites are accessible to the public (including natural assets).

These projects must deliver benefits to the community, such as improved accessibility, visual amenity, and/or safety. Examples of eligible works include:

- Closed Circuit TV (CCTV);
- bicycle and walking paths;
- painting or improvements to community facilities;
- repairing and replacing fencing;
- improved accessibility of community facilities and areas;
- landscaping improvements, such as tree planting and beautification of roundabouts;
- picnic shelters or barbeque facilities at community parks;
- playgrounds and skate parks (including all ability playgrounds);

- noise and vibration mitigation measures; and
- off-road car parks (such as those at sporting grounds or parks).

5.2 Projects must be additional to existing work plans

To be considered an Eligible Project, projects need to be additional to an Eligible Funding Recipient's existing work plan for 2020-21.

Projects that have been brought forward from post 2020-21 work plans will be considered additional.

Projects will not be considered additional if Eligible Funding Recipients substitute LRCI Program funds for their own funding or other sources of funding. The purpose of the LRCI Program funding is to enable Eligible Funding Recipients to undertake infrastructure projects additional to what they had planned to undertake using their own funds, to stimulate local economies and employment opportunities.

5.3 Eligible construction time period

Construction activity on Eligible Projects must be undertaken between 1 July 2020 and 30 June 2021, subject to the following exceptions:

- Where an Eligible Funding Recipient contributes at least fifty per cent towards the total cost of a project. Construction activity on a project may be undertaken until 30 June 2022 as long as the Australian Government's contribution covers the cost of construction activity to 30 June 2021, and all other Eligible Project requirements are met.
- Where agreed by the Department due to exceptional circumstances.

If construction activity cannot be completed during between 1 July 2020 and 30 June 2021, an Eligible Funding Recipient may not receive their full Nominal Funding Allocation.

5.4 What the grant money cannot be used for

Eligible Funding Recipients cannot use grant money to pay for business as usual activities and costs, or any other activities and costs not associated with Eligible Projects. These are Ineligible Projects and Ineligible Expenditures.

The following are examples of Ineligible Projects and Ineligible Expenditures:

- costs incurred in the preparation of a Work Schedule or related documentation;
- general administrative overheads and staff salaries not connected with Eligible Projects funded under the Program;
- subsidy of general ongoing administration of an organisation such as electricity, phone and rent;
- projects that receive Australian, state or territory government funding for the same purpose, unless otherwise agreed by the Department;
- commencement ceremony, opening ceremony or any other event associated with Eligible Projects;
- transport planning studies;
- road rehabilitation studies (if not part of an Eligible Project);
- community/public art;

- road building plant or other capital equipment especially moveable equipment (e.g. graders);
- training (if not part of an Eligible Project);
- public liability insurance;
- fringe benefits tax;
- GST payable component of a supply;
- finance leases on equipment;
- depreciation, except for depreciation of plant and equipment directly attributable to a grant funded eligible project;
- stand-alone design and preliminary works;
- operating lease charges where the rental expense cannot be directly linked to the grant project (e.g. a grader may be hired for a period for a variety of tasks, only charges that specifically relate to the funded eligible project can be charged against the grant funds);
- overseas travel; and
- the covering of retrospective costs.

6. The grant selection process

6.1 Who will approve grants?

The Deputy Prime Minister or a Portfolio Minister will decide the award of grants to Eligible Funding Recipients.

A grant to an Eligible Funding Recipient will be made on the basis that the organisation meets the Eligibility Criteria.

The amount of grant money awarded to an Eligible Funding Recipient will be determined by the Department in accordance with the formula set out at Section 3.

The Deputy Prime Minister's/Portfolio Minister's decision is final in all matters, including:

- the approval of the grant; and
- the grant amount to be awarded.

There is no appeal mechanism for the decision to approve or not approve a grant.

7. Letter of offer process

Eligible Funding Recipients will receive a letter of offer to participate in the LRCI Program. This will occur in June 2020 by mail/electronic form. This letter will:

- a) specify the Nominal Funding Allocation; and
- b) include a Grant Agreement that sets out the terms and conditions of the LRCI Program.

Before accepting the offer, Eligible Funding Recipients must read and understand these Guidelines and the Grant Agreement. The Guidelines can be found at the Department's

website and on [GrantConnect](#). Any alterations and addenda¹ will be published on GrantConnect and the Department's website. By registering on GrantConnect, organisations will be automatically notified of any changes to the Guidelines.

8. Notification of outcomes

An Eligible Funding Recipient's letter of offer constitutes notification of award of a grant. If you are successful, the Department will advise the Eligible Funding Recipients of any specific conditions attached to the grant.

9. Successful grantees

9.1 The grant agreement

An Eligible Funding Recipient must enter into a legally binding grant agreement with the Commonwealth. The Grant Agreement used for the LRCI Program will be supplied to Eligible Funding Recipients. The Grant Agreement has standard terms and conditions that cannot be changed.

The Grant Agreement may also contain conditions specific to an Eligible Funding Recipient in a Schedule.

An Eligible Funding Recipient should not make financial commitments until a grant agreement has been executed with the Commonwealth. The Department is not responsible for any of an Eligible Funding Recipient's expenditure until a Grant Agreement is executed and the Work Schedule is approved.

A Grant Agreement must be executed with the Commonwealth before any payments can be made.

To accept the offer, the Eligible Funding Recipient must sign the Grant Agreement:

- provide all the information requested; and
- return the Grant Agreement to the Program Manager by the date stipulated in the letter of offer.

By signing and returning the Grant Agreement, Eligible Funding Recipients agree to abide by the terms and conditions contained therein. Eligible Funding Recipients should keep a copy of the Grant Agreement and any supporting documents.

The Department will acknowledge an Eligible Funding Recipient's acceptance of the letter of offer and confirm that all required information has been submitted within five business days of receipt.

The Commonwealth may recover grant funds from an Eligible Funding Recipient if the Grant Agreement has been breached. Where an Eligible Funding Recipient fails to meet the obligations of the Grant Agreement, the Grant Agreement may be terminated.

¹ Alterations and addenda include but are not limited to: corrections to currently published documents, changes to close times for applications, and Questions and Answers (Q&A) documents

9.2 How we pay the Grant

Table 1 Grant Payment Overview

Payment milestone	Grant payment date	Amount
First Instalment: Work Schedule approval payment	Within four weeks of the Work Schedule being approved.	The first payment will be equal to 50 per cent of an Eligible Funding Recipient's Nominal Funding Allocation.
Second Instalment: Top up - mid program progress payment	Within four weeks of the Secretary of the Department or their Delegate's decision on the following: 1) an updated Work Schedule; and 2) the second Quarterly Report submitted between 1–31 January 2021.	The Second Instalment will be equal to the Eligible Funding Recipient's: <ul style="list-style-type: none">• actual expenditure up until 31 December 2020; and• projected expenditure to 31 March 2021 on Eligible Projects in an Approved Work Schedule, less: <ul style="list-style-type: none">• the first instalment; and• 10 per cent of the Nominal Funding Allocation.
Second Instalment: Early Access	If all grant money has been expended in advance of 1 January 2021. Within four weeks of the Secretary of the Department's or their Delegate's decision on the following: 1) an updated Work Schedule; and 2) an Ad hoc report.	The Second Instalment will be equal to the Eligible Funding Recipient's: <ul style="list-style-type: none">• actual expenditure up until 31 December 2020; and• projected expenditure to 31 March 2021 on Eligible Projects in an Approved Work Schedule less: <ul style="list-style-type: none">• the first instalment; and• 10 per cent of the Nominal Funding Allocation.
Third Instalment: Final payment	Within four weeks of the Secretary of the Department or their Delegate's decision being made to release the final instalment upon receipt of the Annual Report.	The Third Instalment will equal the smaller of: <ul style="list-style-type: none">• the residual amount of an Eligible Funding Recipient's Nominal Funding Allocation; or• total eligible expenditure under the program less instalments paid to date.

Submission of a Work Schedule

Eligible Funding Recipients will nominate projects they intend to spend LRCI grant money on in their Work Schedule.

Eligible Funding Recipients are required to submit a Work Schedule in the manner and form stipulated by the Department.

The draft Work Schedule must contain the following information in relation to each of the nominated projects the Grantee proposes to undertake using the Grant:

- project description, including details of how the project meets the Project Eligibility Requirements detailed in Section 5;
- proposed timeframes for the project, including construction commencement date, construction duration and estimated construction completion date;
- detail any Conflicts of Interest and management actions to manage these conflicts;
- the amount of Grant funding required and details of any other contributions to the total costs of the project, along with details of all proposed expenditure including confirmation that none of the proposed expenditure is Ineligible Expenditure;
- provide clear project descriptions;
- detail any conflicts of interest and management actions;
- specify the amount of grant funding required (projected expenditure);
- meet mapping requirements notified by the Department; and
- expected number of full-time equivalent jobs supported by the project over the construction period.

If some of the jobs supported by a project are new jobs/redistribution of personnel in the Eligible Funding Recipient's workforces, labour costs for work undertaken must be derived from timesheets or via an equally acceptable method. Management time included in the expected number of jobs supported by a project must not include Ineligible Expenditure or costs associated in Ineligible Projects, and a clear and definable model needs to be in place to apportion these costs.

Eligible Funding Recipients will be provided with a Work Schedule template and further information on how to fill out a Work Schedule. The process for submitting a Work Schedule will be provided to Eligible Funding Recipients and made available on the Department's website.

Eligible Funding Recipients can submit their Work Schedule when they return their signed Grant Agreement or any time afterwards. However, failure to promptly return a Work Schedule will result in release of grant funds being delayed.

Approval of a Work Schedule

The Department will assess whether projects included in an Eligible Funding Recipient's Work Schedule meet the Eligible Project Requirements set out in these Guidelines and that all requested information has been provided.

If the Work Schedule or detailed projects do not meet requirements, an Eligible Funding Recipient may submit an updated Work Schedule that includes additional nominated projects for approval. The Department will contact the Eligible Funding Recipient to request further information.

The Department will make a recommendation to the Secretary of the Department or their Delegate to approve/not approve the Work Schedule and the release of the First Instalment (of three instalments) of grant funds on the basis of their assessment of the information provided by an Eligible Funding Recipient.

The Secretary of the Department or their Delegate will decide whether to approve the Work Schedule and the release of the First Instalment. Approval may be subject to conditions detailed in the Grant Agreement.

Only approved Eligible Projects will be included in the Approved Work Schedule.

Eligible Funding Recipients will be advised in writing if their Work Schedule and release of the First Instalment has been approved.

Eligible Funding Recipients must keep their Work Schedule up to date in accordance with the Program Guidelines as in force from time to time; and any other requirements notified by the Commonwealth.

At a minimum, an Eligible Funding Recipient must update a Work Schedule in accordance with any requirements notified by the Commonwealth, immediately prior to submitting the second Quarterly Report or immediately before submission of an Ad hoc report for Early Access (refer to Section 11 for information on reporting requirements). This is because the amount of grant money to be released is calculated with reference to projected expenditure on Eligible Projects.

First Instalment

The First Instalment will be paid to an Eligible Funding Recipient within four weeks of the Work Schedule and release of the First Instalment being approved by the Secretary of the Department or their delegate.

The value of the First Instalment will be 50 per cent of an Eligible Funding Recipient's Nominal Funding Allocation.

Second Instalment

The Secretary of the Department or their Delegate will decide whether to approve release of the Second Instalment on the basis of:

- The Department's assessment of, and the information contained in, an updated Work Schedule;
- the information provided in relevant Quarterly Report/s;
- If seeking Early Access to the second instalment, the information contained in an Ad hoc report detailing an Eligible Funding Recipient's actual expenditure to date and projected expenditure to 31 March 2021 in the manner and form required by the Department;
- whether or not an Eligible Funding Recipient is in breach, or suspected of being in breach, of the Grant Agreement; and
- consideration of other relevant information.

Further information may be requested by the Department at this stage and considered by the Secretary or their Delegate.

If the Secretary of the Department or their Delegate approves the updated Work Schedule and release of the Second Instalment, payment will be made within four weeks of the Secretary of the Department or their Delegate making this decision. Eligible Funding Recipients will be advised in writing of the decision to release the Second Instalment.

The Second Instalment is scheduled to be paid between 1 January and 31 January, the payment value for the Second Instalment will equal:

- actual expenditure up until 31 December 2020; plus
- projected expenditure to 31 March 2021, less the amount paid as the first instalment

less:

- the first instalment; and
- 10 per cent of the Nominal Funding Allocation.

Early Access

If the Eligible Funding Recipient has expended all of its First Instalment in advance of 1 January 2021, an Eligible Funding Recipient can seek to access the Second Instalment early. The process followed in relation to the Second Instalment will be followed for Early Access with necessary changes to timeframes. The payment value will be equal:

actual expenditure up until the Ad hoc Report date; plus projected expenditure to 31 March 2021

less:

- the first instalment; and
- 10 per cent of the Nominal Funding Allocation.

Third Instalment

The Secretary or their Delegate will decide whether to approve release of the Third and Final Instalment on the basis of:

- an assessment of compliance with the Grant Agreement, including any investigations or audit reports;
- the information provided in the Annual Report;
- information in the Work Schedule and relevant Quarterly Reports; and
- any other relevant information.

The Third Instalment will be the lesser of the residual amount of an Eligible Funding Recipient's Nominal Funding Allocation and the total actual expenditure and projected expenditure under the program less instalments paid to date. Projected expenditure should be limited to expenses expected to be incurred post 30 June 2021, which are not construction costs. These contracts are things such as noise monitoring contracts and final

landscaping contracts, and exclude construction costs unless otherwise agreed by the Department.

Further information may be requested by the Department at this stage and considered by the Secretary or their Delegate.

The Third Instalment will be paid within four weeks of the Secretary of the Department or their Delegate's decision to release the grant payment.

9.3 Grant Payments and GST

In accordance with the Terms of the Australian Taxation Office ruling GSTR 2012/2, payments made under the LRCI Program, which are payments made by a government related entity to another government related entity, and for which the amount of the grant does not exceed the cost of providing the goods or services, do not attract GST.

Consequently, the actual and projected expenditure Eligible Funding Recipients report to the Department must exclude the GST component on goods and services, and the payments the Department makes to Eligible Funding Recipients to cover the costs of the program will not include GST.

Grants are assessable income for taxation purposes, unless exempted by a taxation law. We recommend you seek independent professional advice on your taxation obligations or seek assistance from the Australian Taxation Office. We do not provide advice on your particular taxation circumstances.

10. Announcement of grants

The Department will publish details of the grants awarded on GrantConnect. The Department may also publish information details of grants, including individual projects funded on its website or other government websites. This information may include:

- title of the project;
- description of the project and its aims;
- amount of funding received and funding allocation; and
- project outcomes.

11. Reporting requirements

Eligible Funding Recipients must submit reports in line with the Grant Agreement and these Guidelines. The Department will remind Eligible Funding Recipients of their reporting obligations before reports are due.

Eligible Funding Recipients must also update their Work Schedules as required and in accordance with any other requirements notified by the Department.

The Department will monitor progress by assessing submitted reports and may conduct site visits to confirm details in Quarterly Reports and Work Schedules if necessary. Occasionally, the Department may need to re-examine claims, seek further information, or request an independent audit of claims and payments on a risk based or sampling basis.

11.1 Quarterly Reports

Eligible Funding Recipients must submit Quarterly Reports throughout the Grant Period.

Quarterly Reports must be submitted per the timeframes in **Table 2 –Quarterly Reports** and in accordance with the Grant Agreement.

Quarterly Reports are used to provide the Department with information on the progress of Eligible Projects and are a requirement for the receipt of funds for payment of the Second and Third Instalments of grant payments. Quarterly Reports must be submitted in the manner and form specified by the Department and include required details.

Eligible Funding Recipients must provide the following information in a Quarterly Report:

- the amount of grant funding spent (actual expenditure) for the period commencing on 1 July 2020 and ending on the last day of the quarter to which the Quarterly Report relates;
- the amount of grant funding (proposed expenditure) which the Eligible Funding Recipient intends to spend on Eligible Projects in the quarter following the report;
- details of progress towards completion of Eligible Projects; including any evidence required per the Grant Agreement; and
- estimated and/or confirmed jobs supporting by the grant funding.

The figures in the Quarterly Reports should be prepared on an accrual basis. Quarterly Reports must be submitted within the period specified in the Grant Agreement.

If an Eligible Funding Recipient has expended their Nominal Funding Allocation and/or returned any grant funding additional to the Approved Work Schedule, after providing the Quarterly Report for the quarter in which this occurs, an Eligible Funding Recipient the Grantee will not be required to provide and further Quarterly reports, but will be required to provide the Annual Report. This waiver of reporting requirements is an application of the proportionality principle.

Table 2 –Quarterly Reports

Lodgement period for Quarterly Reports	Quarter: Actual expenditure period	Quarterly Report
1–31 October 2020	1 July - 30 September 2020	Mid payment update of Work schedule. Actual expenditure and eligible project updates for the period commencing on 1 July 2020 and ending on the last day of the quarter to which the Quarterly Report relates. Projected Expenditure for the next quarter.
1–31 January 2021	1 October - 31 December 2020	Actual expenditure and eligible project updates for the period commencing on 1 July 2020 and ending on the last day of the quarter to which the Quarterly Report relates. Projected Expenditure for the next quarter.
1–30 April 2021	1 January - 31 March 2021	Actual expenditure and eligible project updates for the period commencing on 1 July 2020 and ending on the last day of the quarter to which the Quarterly Report relates. Projected Expenditure for the next quarter.
Annual Report by 14 August 2021.	1 July 2020 - 30 June 2021	Annual Report Actual expenditure and eligible project updates from 1 July

		2020/Commencement of program to 30 June 2021
1–31 October 2021	1 July 2021 - 30 September 2021 (if required)	Actual expenditure for the period commencing on 1 July 2020 and ending on the last day of the quarter to which the Quarterly Report relates. Projected Expenditure for the next quarter.
1–31 January 2022	1 October 2021 – 31 December 2021 (if required)	Actual expenditure for the period commencing on 1 July 2020 and ending on the last day of the quarter to which the Quarterly Report relates. Projected Expenditure for the next quarter.

The Department must be informed of any Reporting delays or significant delays affecting Eligible Projects on an Approved Work Schedule as soon as Eligible Funding Recipients become aware of them.

11.2 Ad hoc Report

If an Eligible Funding Recipient has spent all of their First Instalment in advance of 1 January 2021, they can submit an Ad hoc report to access their second instalment early. The submission of an Ad hoc report does not negate the requirement to submit Quarterly Reports or an Annual Report.

An Ad hoc report must be in the manner and form required by the Department and contain the following information:

- the amount of grant funding spent from 1 July 2020 until the date specified in the Ad Hoc Report;
- the amount of grant funding which the Eligible Funding Recipient intends to spend on Eligible Projects on an Approved Work Schedule following the report until 31 March 2021;
- details of progress towards completion of funded Projects; including any evidence required per the Grant Agreement; and
- estimated and/or confirmed jobs supported by the grant funding.

11.3 Annual Report

Eligible Funding Recipients must provide the Department with an Annual Report no later than 14 August 2021, unless otherwise agreed by the Department. The Annual Report will need to be in the manner and form specified by the Department. The Annual Report will need to include the following information:

1. Total amount of grant funding made available and subsequently received over the financial year;
2. Total amount of grant funding spent on Eligible Projects;
3. Total amount (if any) of grant money unspent and either returned or will be returned to the Department:
 - a) a written Financial Statement by the Chief Executive Officer or equivalent officer however named. The Financial Statement must be in the form specified by the Department and include:

- i. the amount of grant payments which remained unspent from the financial year;
 - ii. the amount of grant payments received by the Eligible Funding Recipient in the financial year;
 - iii. the amount of grant payments available for expenditure by the Eligible Funding Recipient on Eligible Projects in an Approved Work Schedule in that year;
 - iv. the amount spent by the Eligible Funding Recipient during that year out of the grant payments available for expenditure by the Eligible Funding Recipient during that year;
 - v. the amount (if any) retained at the end of that year by the Eligible Funding Recipient out of grant payments available for expenditure by the Eligible Funding Recipient during that year and which remained unspent at the end of that year.
- Note: The figures in the Chief Executive Officer's financial statement should be calculated on an accrual basis.
- b) a report in writing and signed by an appropriate auditor stating whether, in the auditor's opinion:
 - i. the Chief Executive Officer's financial statement is based on proper accounts and records;
 - ii. the Chief Executive Officer's financial statement is in agreement with the accounts and records;
 - iii. the expenditure referred to in subparagraph (d)(iv) has been on Eligible Projects under the LRCI Program;
 - iv. the amount certified by the Chief Executive Officer in the Chief Executive Officer's financial statement as the Eligible Funding Recipient's own source expenditure is based on, and in agreement with, proper accounts and records.
 - c) The Department may ask Eligible Funding Recipients to make a declaration that the grant funding was spent in accordance with the Grant Agreement and to report on any underspends of the grant money.

11.4 Reconciliation Process

If any amount of grant funding provided to the Eligible Funding Recipient is not spent on Eligible Projects on an Approved Work Schedule within the grant period between 1 July 2020 – 31 December 2021, they will be required to repay that amount to the Department within four weeks of 31 December 2021.

11.5 Compliance visits and Record Keeping

Eligible Funding Recipients must create and keep accurate and comprehensive records relating to grant payments received and retain those records for a minimum of five years.

Eligible Funding Recipients must, when requested to do so by the Department, provide, in the manner and form requested by the Department:

- copies of any or all of the records referred to in this subsection; and
- photographs of projects completed using program payments.

The Department may visit the Eligible Funding Recipient during or at the completion of the grant program to review compliance with the Grant Agreement. Eligible Funding Recipients will be provided with reasonable notice of any compliance visit.

The Department may also inspect the records Eligible Funding Recipients are required to keep under the Grant Agreement.

11.6 Fraud

Eligible Funding Recipients must comply with fraud provisions in the Grant Agreement.

11.7 Specific legislation, policies and industry standards.

Eligible Funding Recipients must comply with all relevant laws and regulations in undertaking Eligible Projects on an Approved Work Schedule. The Eligible Funding Recipient may also be requested to demonstrate compliance with relevant legislation/policies/industry standards detailed in the Grant Agreement, including Environment and Planning Laws detailed below.

Environment and Planning laws

Projects on which grant payments are spent must adhere to Australian Government environment and heritage legislation including the *Environment Protection and Biodiversity Conservation Act 1999*. Construction cannot start unless the relevant obligations are met.

Eligible Funding Recipients must also meet other statutory requirements where relevant. These may include, but are not limited to: Native title legislation; State government legislation - for example, environment and heritage; and Local government planning approvals.

12. How we monitor your grant activity

12.1 Keeping the Department informed

Eligible Funding Recipients must notify the Department of significant changes that are likely to affect an Eligible Project or their participation in the LRCI Program.

This includes any key changes to the Eligible Funding Recipient's organisation, particularly if it affects their ability to complete an Eligible Project, carry on their business and pay debts due.

Eligible Funding Recipients must also inform the Department of any changes to their:

- name;
- addresses;
- nominated contact details; or
- bank account details.

An Eligible Funding Recipient's bank account details for the LRCI program is the bank account the Eligible Funding Recipient uses for the Roads to Recovery Program. Any changes to an Eligible Funding Recipient's name, addresses, nominated contact details and bank account details must follow the process stipulated by the Department.

If an Eligible Funding Recipient becomes aware of a breach of terms and conditions of the Grant Agreement, or they cannot meet their obligations, they must contact the Department immediately. For example, if a funded Eligible Project is at risk of not being physically completed by 30 June 2021.

12.2 Department Contact Details

Email the mailbox at: IIP@infrastructure.gov.au

Mail to: Program Manager

Local Roads and Community Infrastructure Grant Program

Infrastructure Investment Division

Department of Infrastructure, Transport, Regional Development and Communications

GPO Box 594

CANBERRA ACT 2601

12.3 Evaluation

The Department will evaluate the LRCI Program to measure how well the outcomes and objectives have been achieved. Information provided by Eligible Funding Recipients, including through Work Schedules, submitted Quarterly and Ad hoc reports, and interviews may be used for evaluation purposes.

The Department may contact Eligible Funding Recipients up to two years after completion of funded projects to assist with this evaluation.

12.4 Acknowledgement

Formal public statements, media releases or statements, displays, publications and advertising made by Eligible Funding Recipients must acknowledge and give appropriate recognition to the contribution of the Australian Government to that project.

12.5 Media releases

If Eligible Funding Recipients propose to issue any media release relating to an Eligible Project under the LRCI Program, they must:

- At least two business days prior to the proposed release, unless otherwise agreed by the Department, provide a copy of the proposed media release and obtain the Department's agreement to the media release; and
- Provide the relevant local Federal Member of Parliament with the opportunity to participate in the media release.

On receipt of the second and third instalment, an Eligible Funding Recipient must provide via email a summary of projects commencing, in progress, and completing in a Federal Electorate, and the funds claimed against those projects, to the relevant local Federal Member of Parliament. Eligible Funding Recipients must copy the Department into this email and must send the email within seven calendar days of the payment being made to them.

12.6 Signage

For Eligible Projects on an Approved Work Schedule over \$10,000, Eligible Funding Recipients must ensure that signs are erected for each funded Eligible Project, at the time work on the Eligible Project commences.

Signage guidelines will be available on the Department's website.

Eligible Funding Recipients must ensure that all signs erected as required by these Guidelines remain in place for the duration of the project to which they relate and for a minimum period of six months, after the day on which the project is completed.

12.7 Project Events

If a Eligible Funding Recipient proposes to hold a works commencement ceremony, opening ceremony or any other event in relation to a funded project, they must inform the Department and the relevant local Federal Member of Parliament of the proposed ceremony or event at least two weeks before the proposed ceremony or event is to be held, and provide details of the proposed ceremony or event, including proposed invitees and order of proceedings.

If requested by the Department or the relevant local Federal Member of Parliament, Eligible Funding Recipients must arrange a joint Australian Government/Eligible Funding Recipient works commencement ceremony, opening ceremony or any other event.

If requested by the Minister, a member of the Minister's staff, the relevant local Federal Member of Parliament, or the Department, Eligible Funding Recipients must invite and, if the invitation is accepted, arrange for an Australian Government representative (nominated by the Minister or a member of the Minister's staff) to participate in any works commencement ceremony, opening ceremony or any other event proposed to be held in relation to a funded project.

13. Probity

The Australian Government will make sure that the grant opportunity process is fair; conducted according to the published Guidelines; incorporates appropriate safeguards against fraud, unlawful activities and other inappropriate conduct; and, is consistent with the CGRGs.

These Guidelines may be changed from time-to-time by the Department. In the event of a change to the guidelines, the revised guidelines will be published on GrantConnect and the Department's website.

13.1 Enquiries and feedback

For further information or clarification, the Department can be contacted at IIP@infrastructure.gov.au.

Frequently Asked Questions may be published at https://investment.infrastructure.gov.au/infrastructure_investment/local-roads-community-infrastructure-program/index.aspx

To make a complaint, the Department can be contacted on 13 28 46. Complaints will be referred to the appropriate manager.

Alternatively, complaints can be directed to:

General Manager
 COVID Recovery Infrastructure Investment Stimulus
 GPO Box 2013
 CANBERRA ACT 2601

If persons do not agree with the way the Department has handled your complaint, you may complain to the Commonwealth Ombudsman. The Ombudsman will not usually look into a complaint unless the matter has first been raised directly with the Department.

The Commonwealth Ombudsman can be contacted on:

Phone (toll free): 1300 362 072

Email: ombudsman@ombudsman.gov.au

Website: www.ombudsman.gov.au

13.2 Conflicts of interest

Any conflicts of interest could affect the performance of the grant opportunity or program.

Eligible Funding Recipients must disclose if any of their personnel:

- has a relationship with or interest in, an organisation, which is likely to interfere with or restrict them/the Eligible Funding Recipient from carrying out the proposed activities and/or implementing the Work Schedule fairly and independently; or
- has a relationship with, or interest in, an organisation from which may be awarded work in relation to a Eligible Project or is otherwise be involved on the implementation of the Work Schedule.

An Eligible Funding Recipient must include the following information in the Work Schedule:

- any details of any real, apparent, or potential conflicts of interests that may arise in relation to the Eligible Projects or the program;
- details of how they propose to manage these or any other conflicts of interest that may arise; or
- that to the best of their knowledge there are no conflicts of interest.

If an Eligible Funding Recipient later identifies an actual, apparent, or perceived conflict of interest, they must inform the Department in writing immediately.

13.3 How we manage conflicts of interest

Conflicts of interest for Australian Government staff will be handled as set out in the [Australian Public Service Code of Conduct \(Section 13 \(7\)\)](#) of the *Public Service Act 1999*. Commonwealth officials including the decision maker, must also declare any conflicts of interest.

Conflict of interest requirements form part of the Grant Agreement. Breach of conflict of interest requirements may result in termination of the Grant Agreement.

13.4 Privacy

The Department treats personal information according to the *Privacy Act 1988* and the Australian Privacy Principles. This includes advising:

- what personal information is collected;
- why personal information is collected; and
- who personal information is given to.

Personal information can only be disclosed to someone for the primary purpose for which it was collected, unless an exemption applies.

The Australian Government may also use and disclose information about Eligible Funding Recipients under this grant opportunity in any other Australian Government business or function. This includes disclosing grant information on GrantConnect as required for reporting purposes and giving information to the Australian Taxation Office for compliance purposes.

The Department may share information it is provided with other Commonwealth entities for purposes including government administration, research or service delivery, according to Australian laws.

Eligible Funding Recipients must declare their ability to comply with the *Privacy Act 1988* and the Australian Privacy Principles and impose the same privacy obligations on officers, employees, agents and subcontractors that Eligible Funding Recipients engage to assist with the activity, in respect of personal information collected, used, stored, or disclosed in connection with the activity. Accordingly, Eligible Funding Recipients must not do anything, which if done by the Department would breach an Australian Privacy Principle as defined in the Act.

13.5 Confidential Information

Other than information available in the public domain, Eligible Funding Recipients agree not to disclose to any person, other than to the Department, any confidential information unless in accordance with these Guidelines or the Grant Agreement. The obligation will not be breached where required by law, Parliament or a stock exchange to disclose the relevant information or where the relevant information is publicly available (other than through breach of a confidentiality or non-disclosure obligation).

The Department may at any time, require Eligible Funding Recipients to arrange for their employees, agents or subcontractors to give a written undertaking relating to nondisclosure of our confidential information in a form the Department considers acceptable.

The Department will keep any information in connection with the grant agreement confidential to the extent that it meets all the three conditions below:

- information is clearly identified as confidential and explain why it should be treated as confidential;
- the information is commercially sensitive; and
- revealing the information would cause unreasonable harm to the Eligible Funding Recipient or someone else.

The Department will not be in breach of any confidentiality agreement if the information is disclosed to:

- the Minister and other Commonwealth employees and contractors to help the Department manage the program effectively;
- employees and contractors of the Department so it can research, assess, monitor and analyse our programs and activities;
- employees and contractors of other Commonwealth agencies for any purposes, including government administration, research or service delivery;
- other Commonwealth, State, Territory or local government agencies in program reports and consultations;
- the Auditor-General, Ombudsman or Privacy Commissioner;
- the responsible Minister or Parliamentary Secretary; and
- a House or a Committee of the Australian Parliament.

The grant agreement may also include any specific requirements about special categories of information collected, created or held under the grant agreement.

13.6 Freedom of information

All documents in the possession of the Australian Government, including those about this grant opportunity, are subject to the [*Freedom of Information Act 1982*](#) (FOI Act).

The purpose of the FOI Act is to give members of the public rights of access to information held by the Australian Government and its entities. Under the FOI Act, members of the public can seek access to documents held by the Australian Government. This right of access is limited only by the exceptions and exemptions necessary to protect essential public interests and private and business affairs of persons in respect of whom the information relates.

All Freedom of Information requests must be referred to the Freedom of Information Coordinator in writing.

Freedom of Information Coordinator
 Department of Infrastructure, Regional Development and Cities
 GPO Box 594
 CANBERRA ACT 2601

Tel: (02) 6274 6495
 Fax: (02) 6275 1347
 email: foi@infrastructure.gov.au

14. Consultation

The Australian Government sought assistance from local councils to identify potential projects that could be fast-tracked given the economic impacts being experienced from the COVID-19 pandemic. Projects nominated by councils as have informed the scope of the LRCI Program.

The Department has consulted with the Australian Local Government Association in developing these Guidelines.

15. Glossary

Term	Definition
accountable authority	see subsection 12(2) of the <i>Public Governance, Performance and Accountability Act 2013</i> (PGPA Act)
administering entity	when an entity that is not responsible for the policy, is responsible for the administration of part or all of the grant administration processes
commencement date	the expected start date for the grant activity
Commonwealth	a Department of State, or a Parliamentary Department, or a listed entity or a body corporate established by a law of the Commonwealth. See subsections 10(1) and (2) of the <i>Public Governance, Performance and Accountability Act 2013</i> (PGPA Act).
Commonwealth Grants Rules and Guidelines	establish the overarching Commonwealth grants policy framework and articulate the expectations for all non-corporate Commonwealth entities in relation to grants administration. Under this overarching framework, non-corporate Commonwealth entities undertake grants administration based on the mandatory requirements and key principles of grants administration
decision maker	the person who makes a decision to award a grant.
eligibility criteria	refer to the mandatory criteria which must be met to qualify for a grant. Assessment criteria may apply in addition to eligibility criteria
Eligible Funding Recipient	the organisation that is eligible to receive funding under the LRCI Program
Eligible Project	The Eligible Project Requirements are the requirements contained in section 5 of these Guidelines
Eligible Project Requirements	The Eligible Project Requirements are the requirements contained in section 5 of these Guidelines

Term	Definition
grant	<p>for the purposes of the CGRGs, a 'grant' is an arrangement for the provision of financial assistance by the Commonwealth or on behalf of the Commonwealth:</p> <ol style="list-style-type: none"> a. under which relevant money² or other <u>Consolidated Revenue Fund (CRF)</u> money³ is to be paid to a grantee other than the Commonwealth; and b. which is intended to help address one or more of the Australian Government's policy outcomes while assisting the grantee achieve its objectives
grant agreement	sets out the relationship between the parties to the agreement, and specifies the details of the grant
<u>GrantConnect</u>	is the Australian Government's whole-of-government grants information system, which centralises the publication and reporting of Commonwealth grants in accordance with the CGRGs
Nominal Funding Allocation	The maximum funding that an Eligible Funding Recipient can access under the LRCI Program for Eligible Projects
Personal information	<p>Has the same meaning as in the <i>Privacy Act 1988</i> (Cth) which is:</p> <ul style="list-style-type: none"> • Information or an opinion about an identified individual, or an individual who is reasonably identifiable; • whether the information or opinion is true or not; and • whether the information or opinion is recorded in a material form or not
Approved Work Schedule	the Work Schedule that outlines Eligible Projects that the Funding Recipient can use grant money to pay for and approved by the Secretary of the Department or their Delegate
Work Schedule	a list of projects that a Funding Recipient proposes to be funded under the LRCI Program

² Relevant money is defined in the PGPA Act. See section 8, Dictionary.

³ Other CRF money is defined in the PGPA Act. See section 105, Rules in relation to other CRF money.

Tocumwal Chamber of Commerce & Tourism

PO Box 8, Tocumwal NSW 2714

President: Sergio Redegalli

Secretary: Claire Wileman

Treasurer: Stephen Naughton



15th June 2020

**MR MATTHEW HANNAN
BERRIGAN SHIRE COUNCIL
56 CHANTER STREET
BERRIGAN NSW 2712**

Dear Mr Hannan

RE: Tocumwal Visitor Information Centre

Since our last correspondence and due to no response to the questions asked, the Tocumwal Chamber of Commerce & Tourism have sourced a new premise for the Tocumwal Visitor Information Centre (TVIC).

The TVIC will be relocating from the building on the Foreshore during July 2020 prior to the demolition of the structure, and no longer seek space in the redevelopment plans.

The new location in the Old Railway Store on the corner of Bridge Street and Tuppal Road is well suited to the fundamental needs of a resourceful Information Centre with room to grow and for the team of volunteers to keep many of the aspects of the current TVIC that they worked so hard to develop.

TCCT now writes to seek support for this new location from Council. TCCT have been paying for the TVIC Volunteer Insurance for some time now and the rent for this shop is \$200 per week, plus expenses like electricity, internet, and phone. The TVIC will continue to sell stock to assist with these costs, and now seek to open discussions on what budget Council has for the ongoing running costs of the TVIC, if any.

Kind regards



PP: Tocumwal Chamber of Commerce & Tourism Committee
Leonie Smith
Consultant

Tocumwal Visitor Information Centre

26th June 2020

As you will know, the Tocumwal Chamber of Commerce and Tourism has sourced new premises for the Information Centre.

Gayle and I would like to extend our thanks for your assistance over the last two years and hope you will continue to support us in offering our tourists the best possible experience when visiting our Shire.

We are hoping you will keep providing us with the use of the mobile phone and internet gateway in the continued payment of this service as this number appears on all our information, and Merran has included this in the new OVG.

We thank you in anticipation.

Kind regards,

Gayle Blakey and Gail Horan.

BERRIGAN LOCAL HEALTH ADVISORY

COMMITTEE

HEALTH MATTERS



Berrigan Mayor, Cr Matt Hannan,
Shire General Manager, Mr Rowan Perkins,
Cr John Bruce,
Cr Roger Reynoldson.

Dear Sirs,

Re Doctor Medical Services in Berrigan

As you would be aware Berrigan Local Health Advisory Committee (LHAC) along with Murrumbidgee Primary Health Network (MPHN) are desperately trying to source a GP/VMO (visiting Medical Officer to attend the hospital) for Berrigan. The MLHD, along with Cluster Manager Operations, Mark Massey and Dr Alaam are very aware of the situation Berrigan community is in and facing with lack of medical services and the possibility that the doctor may just leave.

The current doctor, Dr Saad, has advised publicly that he wishes to leave his practice at the Madill Centre and return to Melbourne where his wife and family are domicile. As a result he has reduced his services and Berrigan currently only has GP/VMO service Monday and most Tuesday. Additionally on Fridays Dr Tyndall consults (non-school holidays) at the Madill centre, but does not have VMO rights. Every second Friday we have a surgeon visiting the Madill Centre. Dr Saad is aware that we are actively seeking another doctor.

As a result of the reduced hours many Berrigan residents are seeking medical services out of the town. Currently the wait time to have a consultation at the Finley Practice is lengthening. It is well documented that when people go out of town for appointments they will shop out of town. All Berrigan businesses can ill afford this loss and could lead to a reduction of services available generally in Berrigan.

Amaroo Aged Care has 30 residents who are quite vulnerable without the services of a resident Doctor. Many residents of Berrigan are aged, live alone. Travel and transport to other towns for medical services can be difficult and an inconvenience for residents. Our Pharmacist, Kim Collins, continues to be supported by loyal residents in getting their prescriptions filled locally.

LHAC members, Tony Taylor and Marion Dickins, in company with the Primary Care Engagement Officer - Border Region & MPHN Workforce Lead, attended a meeting at the Shire regarding what support the Shire may be able to offer to assist in attracting a new doctor to Berrigan. Apart from general information we were advised that as the medical practice is a commercial enterprise the Shire can offer no real input. However we believe that the commercial viability of the town is the Shires concern and with trade going out of town, we were disappointed with the unfavourable outcome.

**BERRIGAN LOCAL HEALTH ADVISORY
COMMITTEE**

HEALTH MATTERS



The Berrigan Shire's Community Strategic Plan 2027 has numerous references to health. In particular please find attached an extract from page 9, which states among a number of other references to health:-

"Berrigan Shire 2027 envisions a whole of community response to jobs creation and enterprise to support:

- *The attraction and retention of young people and families.*
- *The provision of social and health services.*
- *The maintenance and redevelopment of existing facilities and infrastructure.*
- *Sustainable use and the development of our natural resources. "*

With all the money that seems to be on offer from the state currently, would there be any assistance Berrigan Shire could provide to assist a Doctor to relocate to Berrigan?

We are aware of past support for health albeit many years ago for other towns in the Shire.

There is a possibility of another GP being interested in Berrigan who we hope will have contact with LHAC in the near future so we can promote everything we can think of!

We are hoping you may be able to assist us in some way.

Yours Faithfully

A handwritten signature in black ink, appearing to read 'Tony Taylor', written in a cursive style.

Tony Taylor
Chair, Local Health Advisory Committee
Berrigan Phn 0429 004 292
squizzyt@westnet.com.au

Marion Dickins
Secretary Berrigan LHAC.
PO Box 81
Berrigan NSW 2712
Ph: 03 5885 2384



Operational Plan

June Quarter Review 2019/20

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Reading this report

The traffic light review format provides a visual update on the status of Council's Annual Operational Plan and Council's progress toward full implementation of its 4-year Delivery Program. It should be read in accordance with the following key:

Key

				
Complete	On Target	Not on Target	Past Due	No Status / Deferred

Additional information in the Delivery Program and Operational Plan Performance Review and Progress Report includes:

1. A Year to Date (YTD) assessment by the responsible Council Officer of progress toward completion and or the achievement of the set target
2. Comments from the Responsible Council Officer highlighting service achievements and or the challenges relevant to the Council operation and action being reported and its status



The following table provides a summary by strategic outcome and the year to date status of Council's 2019/20 Annual Operational Plan.

	Completed	On target	Not on target	Past Due	Deferred / Not due to start	Total
Sustainable natural and built landscapes	14	2	2		1	19
Good government	13	1	1	-	1	16
Supported and engaged communities	13	-	1	-	0	14
Diverse and resilient business	12	-	-	-	4	16
Total Actions	52	3	4	-	6	65



1: Sustainable Natural and Built Landscapes

1.1: Support sustainable use of our natural resources and built landscapes




1.1.1: Coordinate strategic land-use planning

OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
1.1.1.1	Increase community awareness regarding development application process	Development Manager	Improved satisfaction rating - 2019 Resident and Business Satisfaction Survey	100%		
1.1.1.3	Commence review of Local Environment Plan	Development Manager	by June 2019	100%		Preliminary review commenced. To be completed 2020/21

1.1.2: Coordinate and develop Community Participation Plans in accordance with relevant legislation and the Council's Community Engagement Framework






OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
1.1.1.2	Process and approve / refuse development applications in accordance with relevant legislation, codes and policies	Development Manager	90% of applications are assessed and processed within statutory timeframes	100%		
1.1.2.1	Establish a framework for the development of Community Participation Plans by 1 December 2019	Development Manager	Increase in opportunities for community comment on new Development Within 3 months of legislative requirement	100%		CPP completed and uploaded to Planning Portal

1.1.3: Enhance the visual amenity, heritage and liveability of our communities

OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
1.1.3.1	Continue Annual Heritage Grants Program	Development Manager	100% projects/works funded are completed	100%		
			The allocation of grants results in increased conservation of heritage items			
1.1.3.2	Continue rolling program of works town entrances	Director Technical Services	Scheduled Program of Works town entrances included in Annual Capital Works Program is completed on time and within resources	100%		Signage works completed. tree planting progressing
1.1.3.3	Implement the Tocumwal Foreshore Master Plan	Director Technical Services	April 2019	75%		Road works completed. Designs are being finalized for the visitor information center building





1.2: Retain the diversity and preserve the health of our natural landscapes and wildlife


1.2.1: Partner with community groups and agencies on projects that retain and preserve the health of our natural landscapes and wildlife

OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
1.2.1.1	Contribute to Central Murray County Council	Director Corporate Services	Weed infestation within the Shire is eradicated and / or manageable	100%		
1.2.1.2	Participation in roadside vegetation enhancement projects	Development Manager	Quarterly survey of sites	100%		No funding available for 2019/20
1.2.1.3	Undertake tree assessments and establish a tree register	Enterprise Risk Manager		40%		Tree assessments are progressing now. Tree Management and Assessment procedure developed. Staff employed to identify tree species and begin a comprehensive tree register.
1.2.1.4	Monitor and undertake as required the control and management of pests	Development Manager		100%		
1.2.1.5	Undertak a review of the plans of management for Crown Lands controlled by Council or Council Committees of Management	Development Manager		100%		To commence 2020/21



1.3: Connect and protect our communities

1.3.1: Coordinate flood levee, Council road network and stormwater asset management and planning

OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
1.3.1.1	Review and implement asset management plans which maintain a balance between improving and maintaining flood levees, stormwater, Council roads, paths and trails	Director Technical Services	Asset Plans are reviewed by due date. Review of Asset Management Plans is informed by community feedback / expectations re: service levels	75%		Transport Asset Management Plan currently in review
1.3.1.2	Design, construct and maintain stormwater systems that safely capture and remove water	Director Technical Services	On an ongoing basis 95% of service levels set out in the Storm Water Asset Management Plan are met	100%		Programmed capital works completed where not associated with larger project that has been delayed. Maintenance of system up to date
1.3.1.3	Ensure sewer network is safe and functional	Director Technical Services	Revenue Policy targets met Revenue Policy targets met Project Milestones met	100%		Sewer network maintained in operational and functional state.
1.3.1.4	Continue remediation Tocomwal Foreshore Levee	Director Technical Services	Annual inspection is undertaken and scheduled maintenance completed	100%		Tree clearing and graveling work programmed. Further investigation being carried out in the section of levee that is known to be keyed into sand. Flood study in progress

OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
1.3.1.5	Maintain the safety of Council roads and walkways	Director Technical Services	Increase in active engagements social media	75%		Roads maintained and improved in accordance with budget
			On an ongoing basis 95% of service levels set out in the Asset Management Plan are met			
			Weekly publication			


1.3.2: Manage landfill, recycling and waste disposal

OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
1.3.2.1	Implement the Berrigan Shire Council Waste Plan	Environmental Engineer	100% of Diversion targets set out in Berrigan Waste Management Plan are met	100%		
1.3.2.2	Deliver township garbage collection and street cleaning services	Environmental Engineer	Garbage is collected within agreed timeframes and budgets	100%		


2: Good Government



2.1: Berrigan Shire 2027 objectives and strategic actions facilitate effective governance by Council of Council operations and reporting

2.1.1: Council operations, partnerships and coordination of resources contribute toward implementation of Berrigan Shire 2027

OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
2.1.1.1	Promote and support the engagement of Shire residents, local business and agencies in the development, implementation of Berrigan Shire 2027	Strategic and Social Planning Coordinator		100%		Due to the COVID19 pandemic face to face community engagement with local residents and business has been limited. The focus of engagement has shifted to online and focused engagement with user groups that have expressed an interest in town plan master plan implementation developed to support implementation of Berrigan Shire 2027.

2.1.2: Meet legislative requirements for Council elections, local government, and integrated planning and reporting.






OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
2.1.2.1	Provide facilities and support including financial to the elected Council	General Manager	Publication of audio Files Self reported increase in Council skills and knowledge	100%		Temporary procedures put in place to allow meetings to occur during COVID-19 pandemic.




OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
2.1.2.2	Implement and further develop the Berrigan Shire Integrated Management System	Enterprise Risk Manager	<p>Inspections undertaken in accordance with IMS requirements</p> <p>Inspections undertaken in accordance with IMS requirements'</p> <p>Quarterly Report</p> <p>Actions included in Delivery Program Review</p>	80%		<p>HR procedures gradually being developed and will be moved over to Magiq drive once completed;</p> <p>Forms have been developed with almost 100% of Council documentation controlled.</p>
2.1.2.3	Implement Berrigan Shire Council's Improvement Plan	General Manager		100%		<p>The Council has met all of its statutory requirements in relation to its Integrated Planning and Reporting.</p> <p>Council elections have been postponed until September 2021.</p>



2.1.3: Council operations and financial management support ethical, transparent and accountable corporate governance

Delays and other issues associated with the preparation of the 2018/19 financial statements made it clear that the Council needed to better resource its finance function. To this end, the Council created a new Management Accountant position with responsibility for budgeting, job costing and maintenance of the asset register. The Council also commissioned expert advice on the valuation and recognition of its infrastructure assets. These actions have already seen an improvement in performance as measured at the 2019/20 interim audit.

The Council's basic financial strategy has also changed over the past 12 months as it adjusts to a new environment of low interest rates and investment returns. The Council is making good use of its own cash reserves along with borrowings to supplement external grants with funds used to improve community infrastructure and community amenity.



OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
2.1.3.1	Coordinate Council investments, financial management, financial operations and processing	Finance Manager		100%		Reviewing Council financial strategy. Statements complete, unqualified audit report received. Plan for addressing Management letter items prepared. New Management Accountant position created and filled.
2.1.3.2	Monitor and respond to change in the Financial Governance, Regulatory and Reporting Frameworks	Director Corporate Services		100%		Internal Audit completed. Nine IML and FML audit items successfully addressed at Audit.
2.1.3.3	Deliver responsive customer service	Finance Manager		100%		Progressing
2.1.3.4	Conduct service review and develop the Corporate Services Strategic Plan	Director Corporate Services		0%		Staff changes and responding to COVID-19 has delayed work on this item
2.1.3.5	Manage human resource and workforce development activities	Enterprise Risk Manager	Implemented	60%		Gradually implementing items in the Plan. EEO Plan

OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
	through the implementation of the Berrigan Shire's Workforce Development Plan 2017 - 2021		Increase compared to 2016 result in the % of staff reporting greater recognition			and policy under review. Further HR documentation under development. Skills Lists and PDs under review and development to tie in with Salary Assessment database.
			Material value of volunteer effort identified			
			Annual Report on Actions			
			Annual Report 2019/20			
2.1.3.6	Provide Information technology and associated support for Council operations	Director Corporate Services		100%		Cybersecurity has become an IT priority. New policies and procedures being developed. New Password Policy adopted and being implemented. The IT function has been a critical component of Council's COVID-19 response plans and isolation measures
2.1.3.7	Coordinate the delivery and management of Shire records and communications	Director Corporate Services	Conduct survey to establish benchmarks	100%		Move to new Electronic Document and Records Management System (EDRMS) to take effect from 1 July 2020.
2.1.3.8	Maintain and sustainably redevelop existing infrastructure and community assets	Director Corporate Services	Adopted by Council	100%		Upgrade of facilities at Berrigan War Memorial

OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
						Swimming Pool, Collie Park, Finley Showground and Sporting Complex, Finley School of Arts, Tocumwal Recreation Reserve and Finley Swimming Pool and Hayes Park and Apex Park completed. Funding for LED lighting at recreation reserves secured. SSPC and DCS working with Barooga Recreation Reserve committee of management to develop a Strategic Plan for the reserve
2.1.3.9	Coordinate and manage maintenance and renewal of Council plant and equipment	Director Technical Services		100%		Plant maintained as required and renewed in accordance with Plant Replacement Program.
2.1.3.10	Coordinate the ongoing review and development of Council and Operational Policies and procedures	Director Corporate Services		100%		Continuing and ongoing

2.2: Strengthen strategic relationships and partnerships with community, business and government.



2.2.1: Participate in networks that promote regional and cross-border collaboration, planning and service delivery

OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
2.2.1.1	Develop resources and establish partnerships that improve local assessment of social and economic implications of regional and inter-governmental decision-making on Shire residents, business and Council operations	Strategic and Social Planning Coordinator	Improved efficiency Regional response to issues	100%		Updated social and economic information and resources through use of id.data resources - this information now includes recipients of job keeper and job seeker payments. Further analysis to be undertaken in the upcoming financial year
2.2.1.2	Actively lobby all levels of government and industry re: Murray Darling Basin Plan	General Manager		100%		Worked with RAMJO to develop regional Water Position Paper. Worked with Moira Shire Council to support Barooga Health and Fitness Centre



3: Supported and Engaged Communities

3.1: Create safe, friendly and accessible communities


3.1.1: Build communities that are home to more families and young people

OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
3.1.1.1	Support and promote the healthy development and wellbeing of children and young people	Director Corporate Services	<p>Reports to Council provide feedback on participant survey results</p> <p>Kids Fest Youth Week</p>	100%		<p>New facilities at Berrigan War Memorial Swimming Pool, Tocumwal Library and Collie Park are all used predominantly by children. Kids Week held. Library offering school holiday programs and weekly pre-school "story time".</p> <p>COVID-19 social restrictions continue to have a major impact on services for young people - including the closing of playgrounds, splash parks, skate parks and libraries.</p>
3.1.1.2	Implement Children and Families Strategy 2015 - 2019	Strategic and Social Planning Coordinator	One new project or partnership initiated per annum	100%		Actions in new Strategy on hold due to COVID19 impacts






3.1.2: Facilitate all age healthy lifestyles and ageing in place

OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
3.1.2.2	Implement the Active Ageing and Disability Inclusion Plan	Strategic and Social Planning Coordinator		100%		DIAP implementation is ongoing
3.1.2.3	Provide recreation facilities which support active lifestyle and ageing in place	Director Corporate Services		100%		Tocumwal Library includes space for activities for ageing in place. New walking path in Tocumwal provides essential link for mobility devices. New Outdoor Dining and Footpath Trading policy in place.

3.1.3: Strengthen the inclusiveness and accessibility of our community



OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
3.1.3.1	Promote the social and economic wellbeing of Shire residents through implementation of Disability Inclusion Plan, social planning and community development activities	Strategic and Social Planning Coordinator	Participant numbers are maintained and or increased	80%		Projects planned and commenced in the previous quarter have been cancelled due to COVID19. Preliminary contact with community partners suggests that deferred activities will not undertaken in the first half of the 2020/21 Financial Year. Online the Council's social media uses the hashtag #stayconnected to encourage residents to stay connected with family, friends and clubs.
			Participants/ Survey Respondents report high levels of satisfaction with the activity			
			Based on participant surveys Seniors Week Youth Week International Womens Day Mens Health Week & Childrens Week			


3.1.4: Coordinate and facilitate the delivery of potable water, public health and safety services

OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
3.1.4.1	Ensure potable water and sewer network is safe and functional	Environmental Engineer	Supporting Operational Plan actions are undertaken and the outcome reported	100%		
3.1.4.2	Monitor, control and report upon environmental contaminants and public health hazards - water, fire, refuse, buildings and air	Development Manager		100%		
3.1.4.3	Coordinate and facilitate local emergency management committee	Director Technical Services	Adopted by Local Emergency Management Committee	100%		Meetings facilitated as programmed.
3.1.4.4	Develop and maintain local cemeteries and associated infrastructure	Director Corporate Services	Annual Report	100%		Cemeteries maintained and operating
3.1.4.5	Control and promote responsible ownership of companion animals	Development Manager		100%		Regular updates on Council website and Bulletin


3.2: Support community engagement through life-long learning, culture and recreation

3.2.1: Provide opportunities for life-long learning, cultural expression and recreation

OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
3.2.1.1	Coordinate and deliver local library services in accordance with Library Services Strategic Plan 2014 - 2018	Library Manager	Door count increases 10% 2012/13 to 2016/17 Customer survey 80% satisfied with library service	100%		Strategic Plan and LH Digitisation on hold.
			Completed on time and within budget			
			Borrowings decline by less than 5% 2017/18 to 2020/21			
3.2.1.2	Strengthen community engagement and participation in Council activities	Strategic and Social Planning Coordinator		100%		The COVID19 pandemic has led to the cancellation of a number of cultural and recreational activities hosted by the various clubs that use Council facilities. The 100% complete for the financial status reflects that while the shutdown of facilities and activities has impacted Clubs and user groups - the Council has completed capital works projects - Finley Showgrounds Soccer Pavillion, Upgrades to Hayes and Apex Park, Barooga

OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
						Adventure Park which have engaged users in their develop is continuing to meet its strategic objective in this regard. The Council in response to extensive community feedback has also made provision to support the Barooga Sporties Group operation of the indoor pool for a two year period.
3.2.1.3	Financially contribute to and support South West Arts programs and activities	Director Corporate Services	Three cultural activities implemented in partnership with South West Arts per year	100%		SWA financial contribution made. Partnered with SWA on successful Arts NSW grant for Tocumwal WAAAF Walk. Partnering with SWA to develop arts hub in Finley at the old Senior Citizens Centre.


3.2.2: Facilitate and partner with local communities in the development of township plans




OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
3.2.2.1	Coordinate and align community projects and activities with township masterplans	Strategic and Social Planning Coordinator	75%	100%		All projects identified from township master plans scheduled for implementation are on target or have been completed. Part of a rolling program a number of projects have been carried forward to the upcoming financial year.

4: Diverse and Resilient Business




4.1: Strengthen and diversify the local economy through Investment in local jobs creation, retention and innovation

4.1.1: Partner with government and industry to promote strategic investment in the development of economic assets and infrastructure needed to create jobs

OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
4.1.1.1	Implement Berrigan Shire Economic Development Plan 2017 - 2021	Economic Development Officer		100%		<p>Tocumwal Airpark land sales completed.</p> <p>* QFly project with the GMV Task force continues. Tree removals undertaken by Berrigan Shire.</p> <p>* Tourism Network Lunch planned for March and then cancelled due to COVID 19 shutdown.</p> <p>* Chamber Presidents meetings postponed in March but recommenced in June.</p> <p>* Production of the Official Visitor Guide nearing completion.</p> <p>* Membership of Murray Regional Tourism is maintained and the Tourism Managers forums attended. Online meeting commenced weekly March,</p>



OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
						April and May and fortnightly in June * Liaising with Council Town Planner on a regular basis. Peer review of the LSPS
4.1.1.2	Develop industry profiles informed by strategic analysis of local conditions and relative competitive advantages	Economic Development Officer	Social and Health Services Profile published December 2019	50%		Industry profiles in design phase halted on 24th of March due to COVID 19 shutdown
4.1.1.3	Support collaborative planning, shared resourcing in local industry promotion of business and infrastructure development projects	Economic Development Officer		50%		Tourism Network lunch planned for March was cancelled due to COVID19 shutdown
4.1.1.4	Continue the development and marketing Tocumwal Aerodrome Industrial Precinct	Economic Development Officer		100%		Land sales complete. Further development projects at the Aerodrome are progressing. Marketing material produced to promote Tocumwal as an international Soaring destination.



4.1.2: Support local enterprise through local economic and industry development initiatives and projects

OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
4.1.2.1	Promote the development of business support groups / networks within the Shire	Economic Development Officer	Annual	100%		Working with Finley Chamber of Commerce on the development of the Finley Business Hub. Work planned for the Financial Year completed
4.1.2.2	Convene regular meetings of industry support groups and business networks in the Shire	Economic Development Officer	4	100%		The Chamber Presidents group continues to meet every two months giving the Chambers direct access to the Mayor and General Manager. These meetings are an opportunity to keep the Chambers and their members up to date on all the different projects that are currently being undertaken. The April meeting of this group was cancelled however the June meeting went ahead.
			3			
4.1.2.3	Upgrade Finley Saleyards	Director Corporate Services		25%		Subject to confirmation of funding, the Council has committed to fund approximately \$1m of works at Finley Saleyards to address Work Health and Safety concerns


4.2: Diversify and promote local tourism

4.2.1: Implement the Berrigan Shire Tourism Strategy

OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
4.2.1.1	Invest in infrastructure that will add value to and increase the competitiveness of the Shire's Visitor Economy e.g.: Redevelopment of the Foreshore Reserve	Economic Development Officer	Business Case developed by 28 Feb 2020	100%		The Tocumwal Aviation Museum is currently being developed and the project has been committed to by the Council. Development of local parks and points of historical interest within Hayes Park in Berrigan.
			Increase Visits to Tocumwal Foreshore			
4.2.1.2	Partner with industry and other levels of government on securing investment needed for Ports of the Murray and Murray River Adventure Trail Projects	Economic Development Officer	Report Annually	100%		Murray Regional Tourism recognises the THAM project as part of the larger Ports of the Murray program. Planning is underway with the proponent of the Tocumwal Aviation Museum to have THAM included in this project.
			All Eligible Programs			





OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
4.2.1.3	Provide support to event proponents and organisers	Economic Development Officer		75%		The Council remains committed to the Major Event Funding program. Funding that was granted to the PGA Trainees Championships and to the organisers of the Left-handed Golfers Assoc has not been accessed as the events have been postponed due to COVID19. Both events have been rescheduled for 2021.
4.2.1.4	Facilitate local industry review and update of digital content and marketing	Economic Development Officer		100%		The Sun Country on the Murray digital platform is now refreshed every quarter as part of the contract with MRTB. The Summer face of the website was the splash parks and the autumn feature was being prepared when the COVID 19 shutdown was announced. A quiz was developed on the site to encourage continued interaction with visitors to the site and has been well received with over 250 submissions.

4.2.2: Partner regional Tourism Boards

OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
4.2.2.1	Membership of regional tourism boards established to increase visitation and economic activity in the Murray Region of NSW and Murray River towns	Economic Development Officer		100%		Active membership of Murray Regional Tourism is maintained through regular attendance at the Tourism Managers forums. The Tourism Managers group has meet via Zoom weekly and then fortnightly during the COVID19 pandemic.

4.3: Connect local, regional and national road, rail and aviation infrastructure

4.3.1: Develop and promote Berrigan Shire regional transport and freight infrastructure

OP Action Code	OP Action	Responsible	What will be the result	YTD Progress	Status	Comments
4.3.1.1	Continue to advocate for the development of hardstand and serviced truck parking Tocumwal, Finley and Berrigan	Economic Development Officer	The investment case is developed	100%		here has not been a need to undertake this action however a close watch is always kept on this item and will be actioned if required.
4.3.1.2	Lobby for upgrade of rail facilities, associated with Tocumwal rail line incl. line to Shepparton and Melbourne Ports	Economic Development Officer	Funding is committed by Victorian and Commonwealth Governments	100%		There has not been a need to undertake this action however a close watch is always kept on this item and will be actioned if required.
4.3.1.3	Participate actively in efforts to upgrade Newell Highway and Midland Murray Valley highways particularly the Shepparton bypass.	Economic Development Officer	Funding is committed by Victorian and Commonwealth Governments	100%		Attended the Newell Highway Taskforce meeting via Zoom in May. The Council supported the development of the overtaking lanes on the Newell Highway south of Finley. (Now completed)
4.3.1.4	Operate the Tocumwal Aerodrome	Director Technical Services	Aerodrome maintains registration Annual Report Presented to Council on Aerodrome Operations	100%		Aerodrome maintained and operated in accordance with CASA requirements.

14th June 2020

For the Attention of:
Mr. Laurie Stevens
Development Manager
Berrigan Shire Council
Chanter St
Berrigan, NSW, 2712

Objection to Condition 17 in DA 93/20/DA/D9, Stage 2, Racecourse Rd, Tocumwal.

Dear Laurie,

I wish to lodge an objection to Condition 17 of our Development Application 93/20/DA/D9.

This condition was not included in Stage 1 and was not mentioned during our meeting at your office in December 2019, when all conditions were discussed and agreed upon.

The result of our meeting concluded that conditions were to be in accordance with Stage 1, plus the addition of:

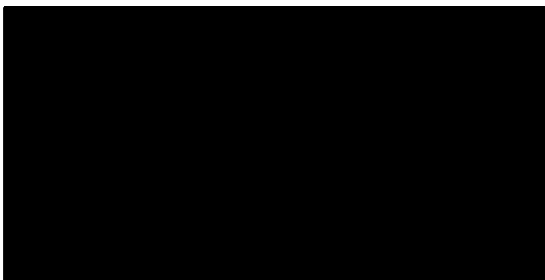
1. full sewage to be connected to the falling main through my property, and
2. a ring water main to be constructed from Bruton St to Racecourse Rd,
3. plus a proposed road to be eventually connected to Bruton St.

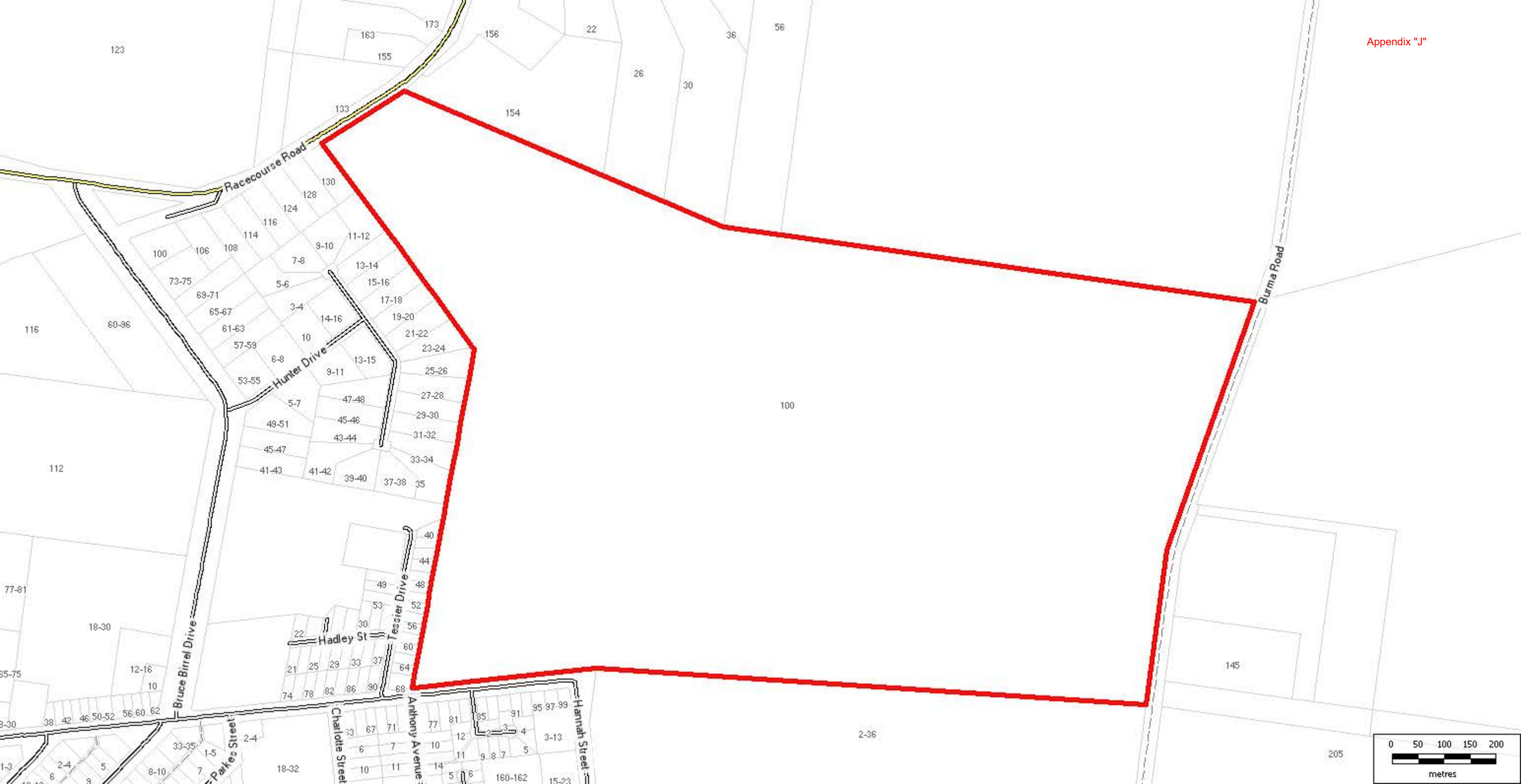
Condition 17 is a big impost on Stage 2 and 3, making the development unviable.

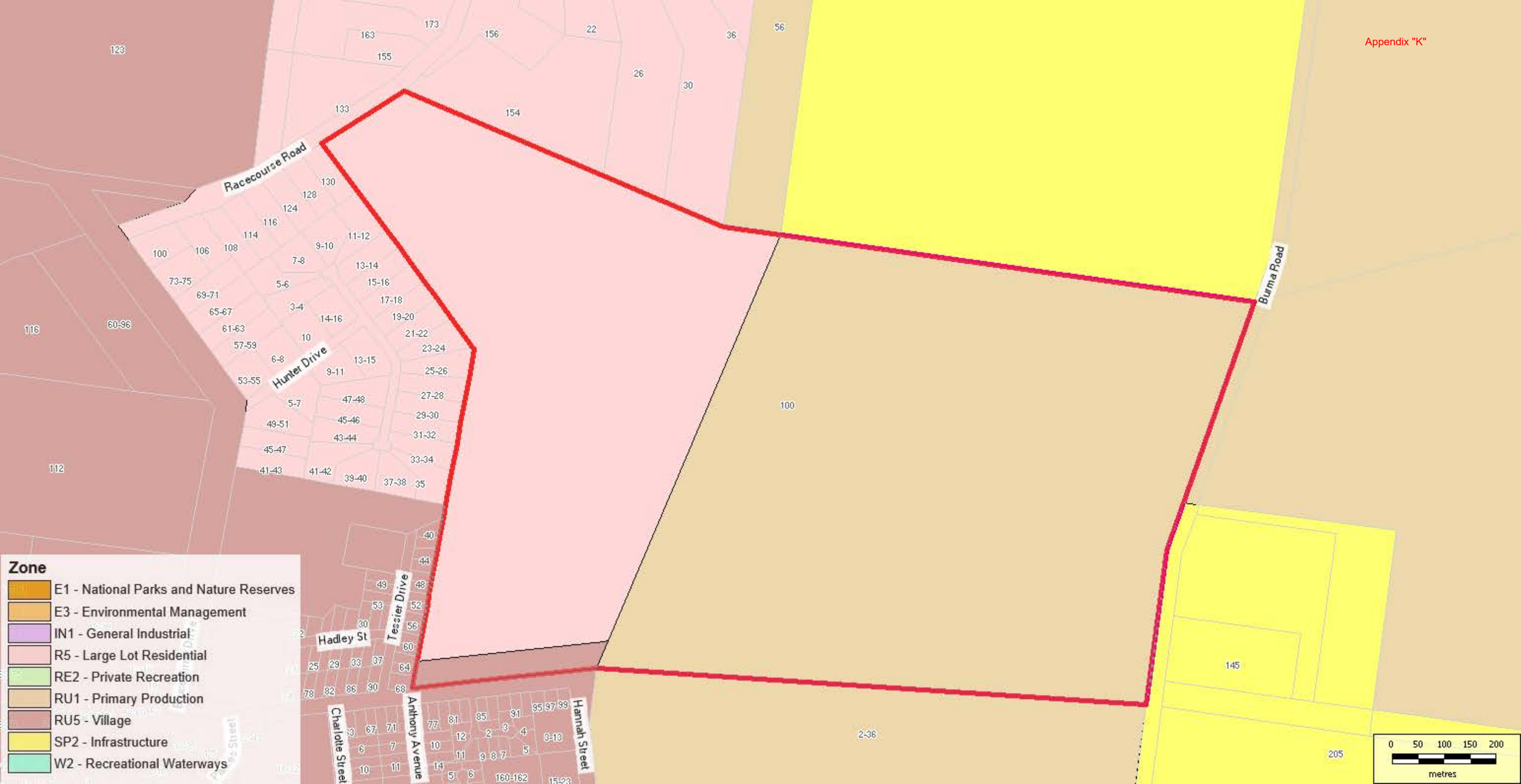
Class A water is at present \$8,000.00 per ML, totalling \$12,00.00 per lot. Shire charges for headworks have been quoted at \$8,700.00 per lot and with the additional costs for bore construction, subsequent licence and transfer of bore water & fees at \$12,000.00 per lot, the total cost is more than \$30,000.00 per allotment.

I request that Condition 17 be withdrawn as no other developments in this area have had this charge applied and this DA is a continuation of the original development application.

Yours sincerely,

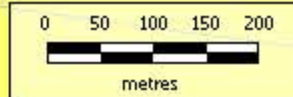






Zone

- E1 - National Parks and Nature Reserves
- E3 - Environmental Management
- IN1 - General Industrial
- R5 - Large Lot Residential
- RE2 - Private Recreation
- RU1 - Primary Production
- RU5 - Village
- SP2 - Infrastructure
- W2 - Recreational Waterways



12/16/DA

33/18/CC

Appendix "L"

RACECOURSE ROAD TOCUMWAL

LOCALITY, DETAIL PLAN, ENLARGEMENT



SURVEYORS CIVIL ENGINEERS DEVELOPMENT CONSULTANTS

598 MACAULEY STREET, ALBURY
PHONE: (02) 6058-0100
64 HAMMOND AVE, WAGGA WAGGA
PHONE: (02) 6921-3312
3/15 FORD STREET, WANGARATTA
PHONE: (03) 5721-5688
WWW.ESLERS.COM.AU
INFO@ESLERS.COM.AU

AMENDMENTS/ACTIONS:-	DATE:
1. TO COUNCIL FOR COMMENTS	09/06/17
2. TO COUNCIL FOR APPROVAL	13/09/17
3. AMENDED PLAN FOR APPROVAL	29/05/19
4. ADDING JUNCTION POINT ON WATER	06/06/19
5.	
6.	

PLEASE NOTE :

IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO LIAISE WITH ALL SERVICING AUTHORITIES TO DETERMINE THE LOCATION OF ANY SERVICES PRIOR TO ANY EXCAVATION ON THE SITE. THE POSITION OF SERVICES ARE APPROX ONLY. NO GUARANTEE IS GIVEN THAT ALL EXISTING SERVICES ARE SHOWN.

THE CONTRACTOR IS TO ENSURE THAT ALL WORKS ARE EXECUTED IN A SAFE MANNER AND IN ACCORDANCE WITH THAT STATES "OCCUPATIONAL HEALTH AND SAFETY ACT". OTHER SAFETY REQUIREMENTS OF RELEVANT AUTHORITIES MUST BE FOLLOWED.

THE CONTRACTOR IS TO LIAISE WITH THE RELEVANT AUTHORITIES REGARDING SEDIMENT CONTROL MEASURES. NO CONSTRUCTION WORK IS TO BEGIN ON SITE UNTIL SUCH MEASURES ARE IN PLACE. ANY DEVIATION FROM THE APPROVED SOIL & WATER MANAGEMENT PLAN MAY INCUR A FINE.

ONLY THOSE TREES & SHRUBS THAT ARE MARKED FOR REMOVAL SHALL BE REMOVED.

ALL TRENCHES IN LOTS/NATURE STRIPS ARE TO BE RESTORED WITH A MINIMUM OF 100mm THICK TOPSOIL.

THE FACE OF KERBS ABOVE CONDUIT LOCATIONS ARE TO BE MARKED WITH A NEAT 'E' 'W' 'G' AND 'T' AS APPROPRIATE.

THE CONTRACTOR IS TO NOTIFY,
-LOCAL WATER AUTHORITY 48HRS PRIOR TO COMMENCEMENT.
-MUNICIPAL AUTHORITY 1WEEK PRIOR TO COMMENCEMENT.
-SUPERINTENDENT 1WEEK PRIOR TO COMMENCEMENT.

THE PRINCIPAL CONTRACTOR IS RESPONSIBLE FOR CO-ORDINATION WITH SERVICE AUTHORITIES IN RELATION TO INSTALLATION OF THEIR SERVICES. THIS INCLUDES SETTING FINISHED LEVELS OF PITS AND STRUCTURES

ONLY SPECIFIC PLANS TO BE USED FOR CONSTRUCTION OF SPECIFIC SERVICES.



FOR APPROVAL

DATE:- 29/05/2019

ESLER CHECKED:

AUTHORITY APPROVED:

DATUM: A.H.D. DRAWN: RV DATE: 06/06/19

PROJECT No: 17251 REV: C

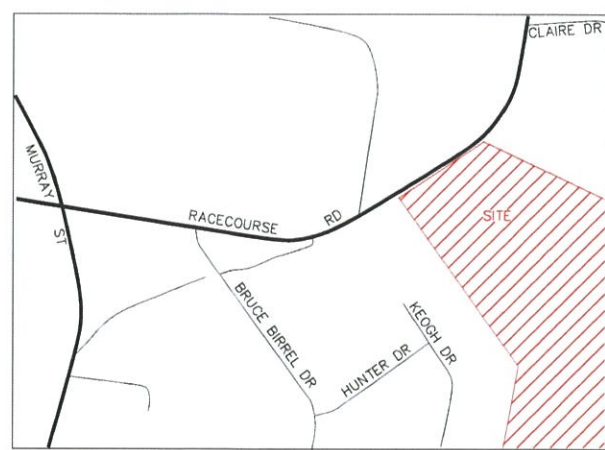
SHEET 1 OF 1 | A1

EXISTING SERVICES

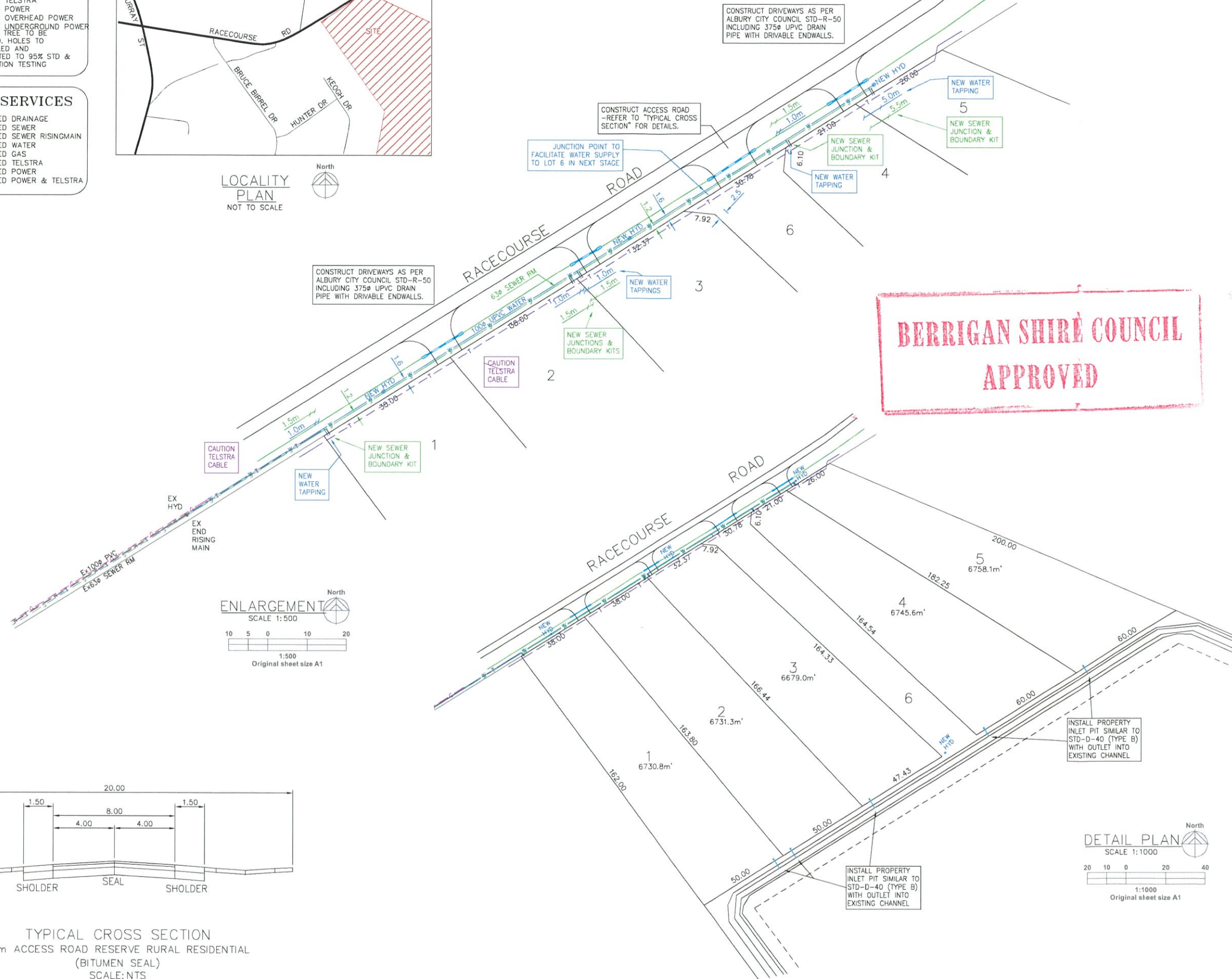
- EXISTING DRAINAGE
- S EXISTING SEWER
- SRM EXISTING SEWER RISINGMAIN
- W EXISTING WATER
- G EXISTING GAS
- T EXISTING TELSTRA
- E EXISTING POWER
- OHE EXISTING OVERHEAD POWER
- UGE EXISTING UNDERGROUND POWER
- EXISTING TREE TO BE REMOVED. HOLES TO BACKFILLED AND COMPACTED TO 95% STD & COMPACTION TESTING

PROPOSED SERVICES

- PROPOSED DRAINAGE
- SRM PROPOSED SEWER RISINGMAIN
- W PROPOSED WATER
- G PROPOSED GAS
- T PROPOSED TELSTRA
- E PROPOSED POWER
- E+T PROPOSED POWER & TELSTRA



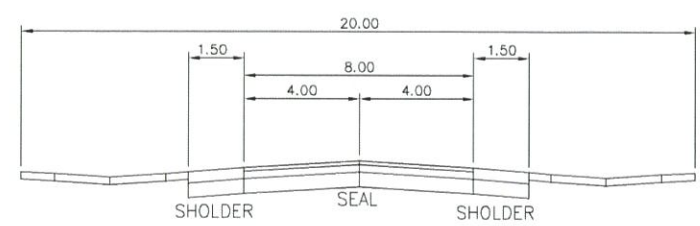
LOCALITY PLAN NOT TO SCALE



ENLARGEMENT

SCALE 1:500

1:500 Original sheet size A1



TYPICAL CROSS SECTION 20m ACCESS ROAD RESERVE RURAL RESIDENTIAL (BITUMEN SEAL) SCALE: NTS

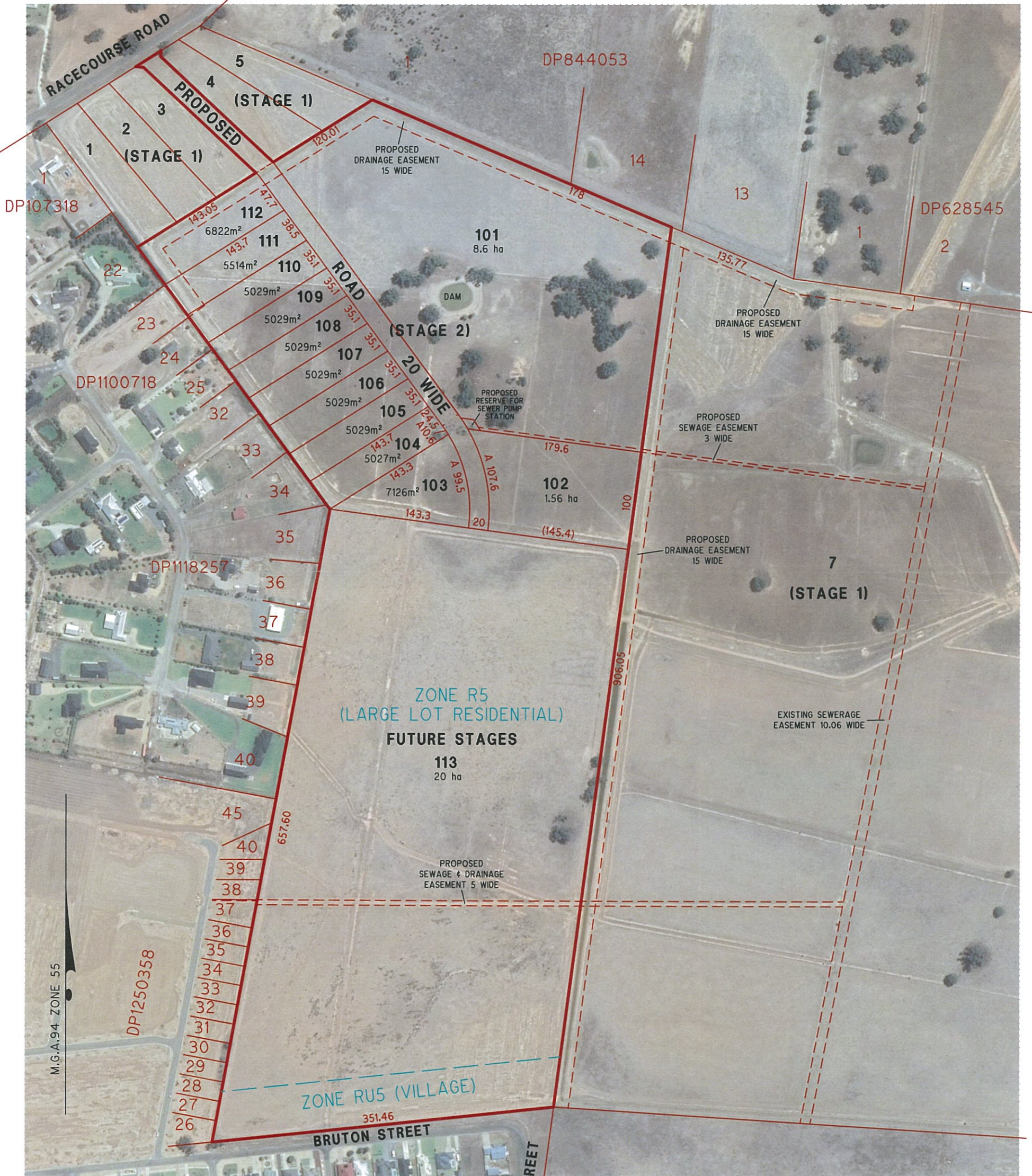
DETAIL PLAN

SCALE 1:1000

1:1000 Original sheet size A1

THIS PLAN DOES NOT DEFINE TITLE BOUNDARIES.
DIMENSIONS AND AREAS ARE APPROXIMATE
ONLY AND SUBJECT TO SURVEY.

STAGE 2 PLAN OF PROPOSED SUBDIVISION OF LOT 6 OF STAGE 1 (SEE DA120/16/DA/D9) RACECOURSE ROAD TOCUMWAL



598 Macauley Street, Albury
p: (02) 6058-0100
64 Hammond Avenue, Waqqa Waqqa
p: (02) 6921-3312
3/15 Ford Street, Wanqaratta
p: (03) 5721-5688
w: www.eslers.com.au
e: info@eslers.com.au

40 0 80 160
SCALE 1 : 4000 @ A3

Ref 17409 pr stq2.vcd
VERSION 2

AERIAL PHOTO DATE 12/12/2018

NOTICE OF DETERMINATION OF A DEVELOPMENT APPLICATION

issued under the *Environmental Planning and Assessment Act 1979* Section 4.18(1)(a)

DEVELOPMENT APPLICATION NO. 93/20/DA/D9

DEVELOPMENT APPLICATION

Applicant Name Mr Tony O'Neill
Applicant Address C/- Esler Land Consulting
598 Macauley Street
ALBURY NSW 2640

LAND TO BE DEVELOPED

100 BURMA ROAD, TOCUMWAL NSW 2714
Lot 4//DP802330

PROPOSED DEVELOPMENT

13 LOT SUBDIVISION

DETERMINATION

Made on

Determination consent granted unconditionally
 consent granted subject to conditions described below
 application refused

Consent to operate from 03-06-2020

Consent to lapse on 02-06-2025

Details of Conditions:1. **Approved Plans**

The development shall be implemented substantially in accordance with the details set out on the approved plans Eslers Land Consulting 17409 Version 2 and on the application form and on any supporting information received with the application except as amended by the conditions specified hereunder.

2. **Appointment of PCA and Notice of Commencement**

No work is to commence until the person granted development consent has:

- a) obtained a Construction Certificate for each structure
- b) appointed a PRINCIPAL CERTIFYING AUTHORITY
- c) notified the Council of the appointment
- d) appointed a principal contractor for the building work who must be the holder of a contractor licence if any residential building work is involved.
- e) given the Council at least 2 days notice of the intention to commence erection of the building. (Section 81A EP&A Act 1979)

3. **Construction Certificate**

No work is to commence until the person granted development consent has had the detailed plans and specifications endorsed by the Council or other accredited certifier and has received a "Construction Certificate" [Section 81A EP&A Act 1979].

4. **Easements**

Easements must be created over interlot utility services where necessary and shown on the formal plan of subdivision following survey of the land.

5. **Road Naming**

Road naming of the proposed new road will be undertaken by Council following developer input in accordance with Council policy.

6. **Telephone and Electricity Connections**

Separate telephone and electricity services must be connected to each allotment prior to the issue of a Subdivision Certificate.

7. **Rural Address Signs**

An application for "Works, Structures and Activities on a Council Road" must be submitted to the Council for the provision of a Rural Address Sign, which is to be located adjacent to the access driveway associated with each new (lot created / dwelling).

The appropriate fee is to be paid for the supply and installation of each required rural address sign and must be paid upon lodgement of the application form and before release of a (Subdivision Certificate / Final Occupation Certificate).

The purpose of the sign is to standardise the identification of rural properties for the benefit of utility service providers and emergency service vehicles.

8. **Financial Contribution Water Supply**
A financial Contribution of \$104,352.00 must be submitted to Council for the augmentation of the town water supply scheme in accordance with the provisions of Councils Water Development Servicing Plan created under Section 64 of the Local Government Act 1993 prior to the issue of a Subdivision Certificate.

9. **Water and Sewer Connections**
All water supply and sewer work must be carried out by a NSW Licenced Plumber and Drainer. All plumbing and drainage works must be carried out in accordance with AS3500 (National Plumbing and Drainage Code) and any conditions applied to the approval to do water and sewer work issued under Section 68 of the Local Government Act 1993.

Such conditions may include the necessity for the Council to undertake inspections of all drains and pipework before they are covered or provision of Compliance Certificates or works as executed drawings prior to issue of an Occupation or Subdivision Certificate.

10. **Sewer Extension Plan**
A sewer extension plan must be submitted to Council for approval. All lots within the subdivision must then be provided with a sewer connection prior to the issue of a Subdivision Certificate.

11. **Water and Sewer Connections**
Separate water and sewer connections must be provided to proposed Lots 102-112 as per Council policy prior to the issue of a Subdivision Certificate.

12. **All Weather Access**
All weather access driveways must be provided to each allotment and must include 4 metre x 375mm diameter concrete culverts with associated driveable headwalls prior to the issue of a Subdivision Certificate.

13. **Erosion & Sediment Control**
Prior to the commencement of any site works appropriate erosion and sediment control measures are to be implemented to prevent any sediment from leaving the site, these measures are to be maintained during the construction phase and can only be removed once appropriate stabilisation has been completed.

14. **Garden & Firefighting Water Supply**
Water bores must be provided for Lots 102-112 for garden and firefighting purposes. Copies of licences issued by Water NSW and evidence that the bores have been installed must be provided to Council prior to the issue of a Subdivision Certificate.

15. **Gas Connections**
Gas services must be connected to each allotment prior to the issue of a Subdivision Certificate.

16. **Water Main Extension**
A 100mm filtered water main must be extended from Racecourse Road to Bruton Street, via the new road and proposed Lot 113, to provide acceptable water pressure and flow to the proposed new allotments prior to the issue of a Subdivision Certificate.
17. **Water Supplies to Rural Residential Residences Outside Village Boundary**
In accordance with Council policy water rights for a total volume of 1500KI high security water per additional Lot (12 Lots) must be provided to Council or pay to Council an amount equal to market value of such water rights. The transfer of the water rights or the payment of the market value of such rights must be provided to Council prior to the issue of a Subdivision Certificate.
18. **Sewer Pump Station**
Details of the proposed sewer pump station must be submitted to Council for approval prior to installation to ensure that it has the sufficient capacity and is compatible with the Council infrastructure for maintenance purposes.
19. **Stormwater Drainage**
Stormwater infrastructure to service each allotment is to be installed in accordance with Council Engineering Guidelines for Subdivisions and Development prior to the issue of a Subdivision Certificate to ensure that run off is disposed of appropriately
20. **Civil Works**
All civil works associated with the subdivision development must be undertaken in accordance with the Berrigan Shire Engineering Guidelines for Subdivisions and Development.
21. **Turning Circle**
An all weather turning circle must be provided at the termination of the new road to ensure that service and emergency vehicles are able to manoeuvre effectively.
22. **New Road**
The new road must be constructed to a sealed standard incorporating appropriate stormwater drainage measures in accordance with Berrigan Shire Engineering Guidelines for Subdivisions and Development Part 2 - Roads prior to the issue of a Subdivision Certificate.
23. **Works as Executed Plans**
Works as executed plans detailing all infrastructure installed as part of the development of the subdivision must be provided to Council prior to the issue of a Subdivision Certificate.

Reasons for conditions: Compliance with Environmental Planning and Assessment Act 1979 and Building Code of Australia.

RIGHT OF APPEAL

If you are dissatisfied with the decision you may make an application to the Council for a review of the determination in accordance with Section 8.2 of the Environmental Planning & Assessment Act 1979.

You also have the right to appeal to the NSW Land & Environment Court under Section 8.7 of the Environmental Planning & Assessment Act 1979 within 6 months after the date on which you receive this notice.

SIGNED:

on behalf of the consent authority

Signature _____

Name LAURIE STEVENS - DEVELOPMENT MANAGER

Date 03-06-2020

Min. No.

- 5.15 DEVELOPMENT CONSENT 144/05/DA/D9
 8 LOT SUBDIVISION - LAWSON DRIVE /
 BUCHANANS ROAD, BAROOGA**
- AUTHOR: DEVELOPMENT MANAGER
 FILE NO: DA 144/05/DA/D9**
- 18 RESOLVED** Crs: Cuthbert and Curtin that upon receipt of advice from Councils Solicitor, the application be referred to the Council for a review of the determination and conditions of consent at the ordinary Council meeting in February 2006.
- 5.16 WATER SUPPLY POLICY**
- AUTHOR: Director of Corporate Services
 FILE NO:**
- 19 RESOLVED** Crs: Webster and Wright that the Council:
 a) adopt the following as its Water Supply Policy:

WATER SUPPLY POLICY

In accordance with the provisions of Section 535 and Section 552 of the Local Government Act, 1993, the Council has resolved that water supply charges be levied on all properties, except for those non-rateable properties described in part (c) of the non-rateable properties section shown below, which is:

- a) land that is supplied with water from a water pipe of the Council; or
 b) land that is situated within 225 metres of a water pipe of the Council, whether the land has a frontage or not to the public road (if any) in which the water pipe is laid, and confined within the area shown on each of the Town Water Supply maps, even though the land is not actually supplied with water from any water pipe of the Council,

subject to,

water being able to be supplied to some part of the land from a standpipe at least 1 metre in height from the ground level, if such a pipe were laid and connected to the Council's main,

under the following criteria:

- for rateable properties
- a) a compulsory annual fixed charge as set out in the Council's Annual Fees and Charges to be levied for availability to the water supply system. With the charge being levied for each supply to the property, or multiples of each charge if the property is deemed to have multiple connections (see bottom of this section for multiple connections).

Minutes of the Ordinary Council meeting held in the Council Chambers on
Wednesday, 18th January, 2006.

Min. No.

- b) For a property in Finley, Berrigan or Barooga with a dual supply connected to it, treated water shall be supplied at a charge per kilolitre and unfiltered water shall be supplied at a charge per kilolitre as set out in the Council's Annual Fees and Charges.
 - c) For a property in Finley, Berrigan or Barooga with only a single supply connected the full annual fixed charge shall be paid and the appropriate variable charge as specified in (b) above shall be charged for each kilolitre of water used.
 - d) For a property in Tocumwal with only treated water connected to it the treated water shall be supplied at a charge per kilolitre as set out in the Council's Annual Fees and Charges
 - e) In those circumstances where dual water supply is available to a property with an existing residential dwelling that is being levied the applicable annual charge, but is not connected to the treated supply, Council will provide that property with free connection to the treated supply and apply the appropriate individual variable water charges.
- for non-rateable properties:
 - a) a compulsory annual fixed charge as set out in the Council's Annual Fees and Charges shall be levied for access to the water supply system or multiple
 - b) all variable charges shall be levied as for rateable properties as shown in sub-sections (b) or (d) above.
 - c) Non-rateable State Government properties of a non-commercial nature without a water connection and not utilising the service will not be levied an annual fixed charge.
 - for recreation reserves and swimming pools
 - a) a concessional charge per kilolitre shall apply for treated and unfiltered water used at recreation reserves and swimming pools unless otherwise specifically resolved by the Council. The quantum of this concessional charge is specified in Council's Annual Fees and Charges.

NOTE; "multiple connections" are those that are additional to the standard single or dual supply connections (ie in Tocumwal, the standard supply for the 2005/2006 reading cycle is one connection, whilst in Barooga, Berrigan and Finley, the standard supply is one treated and one unfiltered connection, known as a dual supply, except in those areas where the dual supply is not available).

This pricing policy will apply for all water rates and charges notices issued from 1st July, 2006.

Minutes of the Ordinary Council meeting held in the Council Chambers on 11
Wednesday, 18th January, 2006.

Min. No.

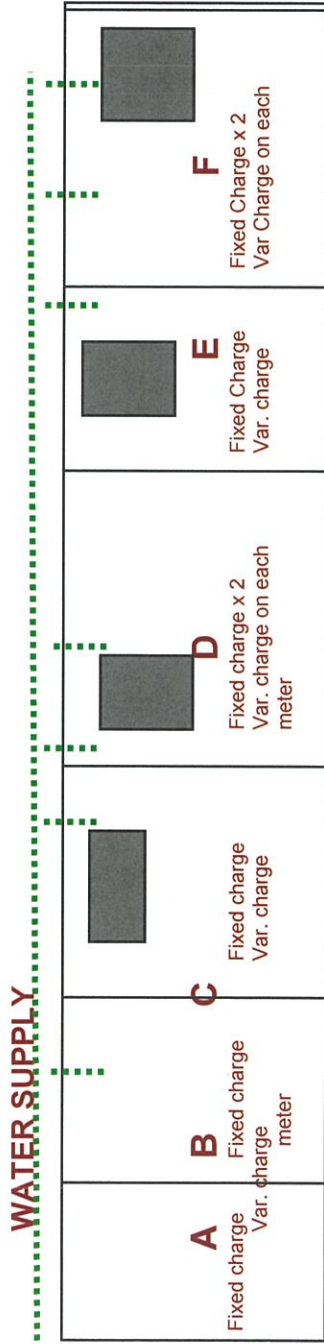
**WATER SUPPLIES TO RURAL RESIDENTIAL RESIDENCES
OUTSIDE VILLAGE BOUNDARIES.**

that the Council:

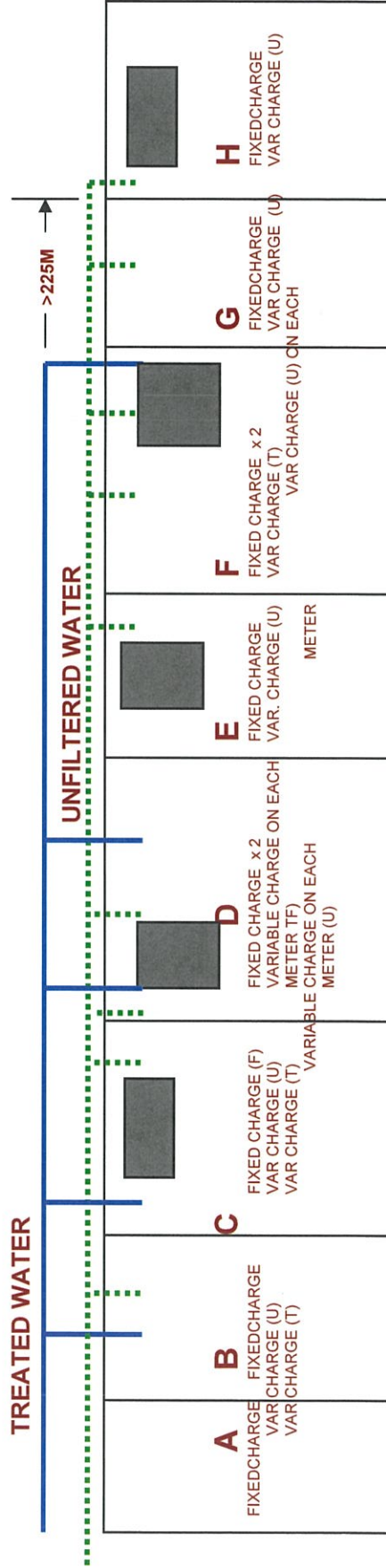
1. subject to an application to and agreement of the Council to provide the connection of town water supply to service new or existing rural residences outside the existing village boundaries with the following conditions:
 - a) That each property must have rain water storage tanks of minimum capacity 40,000 L connected to collect rain falling on the roof area of the dwelling and reticulated for grounds watering.
 - b) That each property be subject to Council's normal town supply charges as determined from time to time.
 - c) The owner of the property must meet the full cost of reticulation extensions and connections.
 - d) The owner of the property must pay the headworks charges for water supply according to Berrigan Shire Council's Development Servicing Plan (DSP) as calculated before the application of discounts and phase in periods.
 - e) The owner of the property must either transfer water rights to Council for a total volume of 1500 KL high security water per lot or pay to Council an amount equal to market value of such water rights.
 - f) The Council gives no guarantee of pressure of the supply.

Min. No.

1. WHERE SINGLE SUPPLY IS AVAILABLE TO PROPERTY (TOCUMWAL) – NOT INCLUDING PROPOSED NEW SUBDIVISIONS OUTSIDE VILLAGE BOUNDARY.



2. WHERE DUAL SUPPLY IS AVAILABLE TO PROPERTY (EXCEPT "H" – SINGLE AVAILABLE ONLY) (BAROOGA, BERRIGAN AND FINLEY) – NOT INCLUDING PROPOSED NEW SUBDIVISIONS OUTSIDE VILLAGE BOUNDARY.



Min. No.



NOTE: indicates residence or residential use with house

- (T) – Treated supply
- (U) – Unfiltered supply

Minutes of the Ordinary Council meeting held in the Council Chambers on
Wednesday, 18th January, 2006.

Min. No.

- b) changes to Pricing are to apply from 1st July, 2006 while the Policy on Water Supplies to Rural Residential Residences outside the Village boundaries are to take effect immediately.

ITEMS FOR NOTING

- 6.1 FINLEY CHAMBER OF COMMERCE, INDUSTRY & AGRICULTURE INC
- 6.2 FINLEY HIGH SCHOOL
- 6.3 MURRAY VALLEY COMMUNITY ACTION GROUP INC
- 6.4 MURRAY IRRIGATION LIMITED
- 6.5 SHIRES ASSOCIATION ANNUAL CONFERENCE
- 6.6 MURRAY IRRIGATION LIMITED
- 6.7 UIS'S NATIONAL CRICKET CARNIVAL
- 6.8 HOMES OUT WEST
- 6.9 NSW WOMAN OF THE YEAR
- 6.10 SEPARATION OF LAND AND WATER
- 6.11 GENERAL MANAGER'S HALF YEARLY PERFORMANCE REVIEW
- 6.12 RTA SINGLE INVITATION MAINTENANCE CONTRACT - CLUSTERING
- 6.13 DEVELOPMENT DETERMINATIONS FOR THE MONTH OF DECEMBER 2005
- 6.14 DRAFT TENDERING GUIDELINES FOR NSW LOCAL GOVERNMENT
- 6.15 IPWEA (NSW) ROADS AND TRANSPORT DIRECTORATE
- 6.16 BAROOGA TOWNSHIP FLOOD STUDY
- 6.17 TOCUMWAL STREETScape PROJECT
- 6.18 FINLEY COMMUNITY PLANNING COMMITTEE REPORT
- 6.19 LOCAL TRAFFIC COMMITTEE REPORT
- 6.20 YOUNG ACHIEVEMENT AUSTRALIA PROGRAM AT FINLEY HIGH SCHOOL
- 6.21 WESTERN RIVERINA/MURRAY "F" DIVISION MEETING

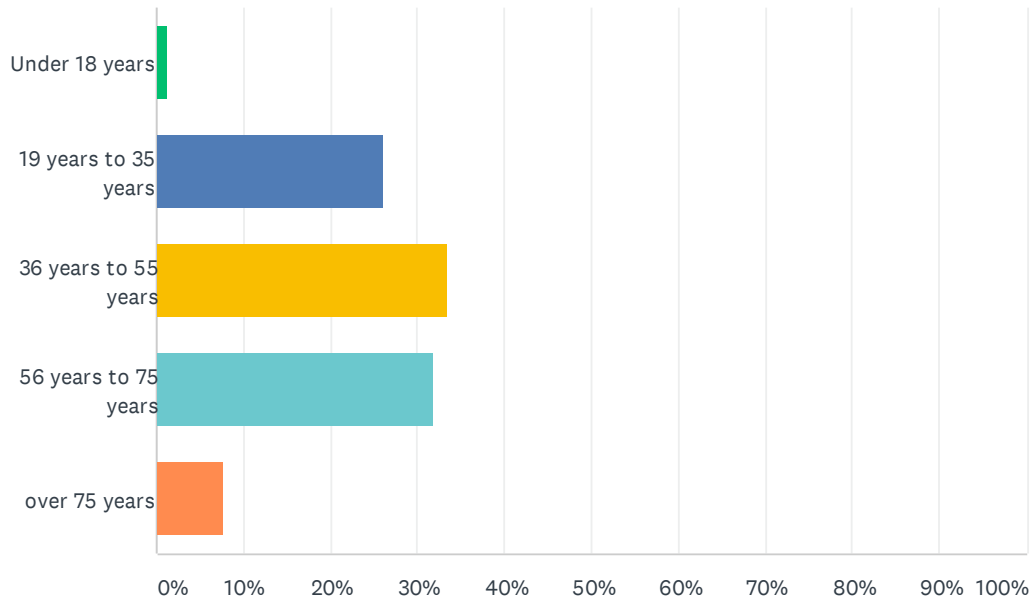
20 **RESOLVED** Crs: Curtin and Cuthbert that Items for Noting numbered 6.1 to 6.21 inclusive be received and noted.

7. MOTION FOR CLOSED COMMITTEE FOR CONSIDERATION OF MATTERS LISTED ON THE AGENDA.

21 **RESOLVED** Crs McGee and Wright that the Council, having considered the overall public interest, enter into a closed session to consider:

Q1 Age

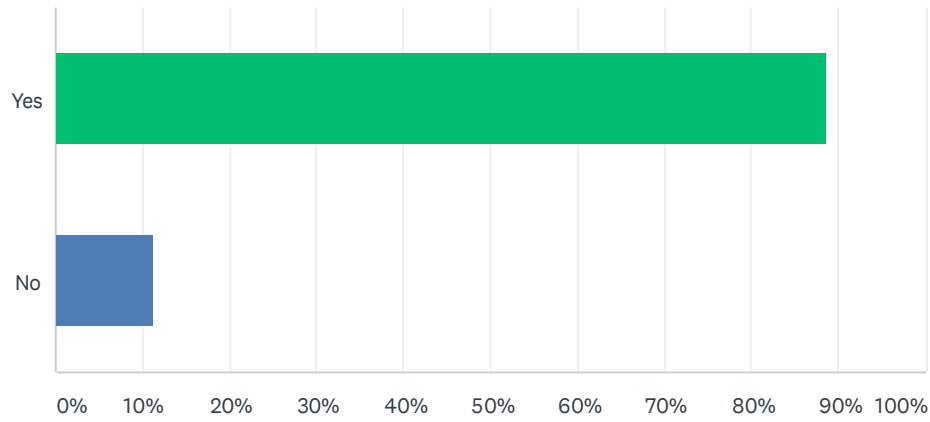
Answered: 501 Skipped: 3



ANSWER CHOICES	RESPONSES	
Under 18 years	1.20%	6
19 years to 35 years	26.15%	131
36 years to 55 years	33.53%	168
56 years to 75 years	31.74%	159
over 75 years	7.78%	39
Total Respondents: 501		

Q2 Are you a Berrigan Shire LGA resident, ratepayer, or business?

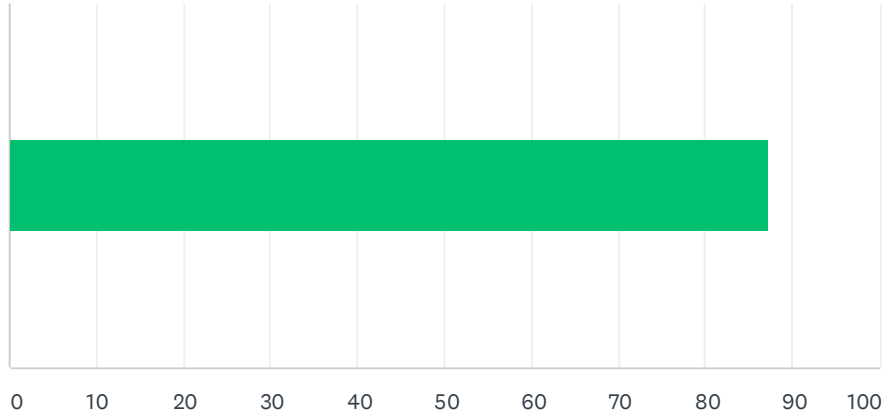
Answered: 504 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	88.69%	447
No	11.31%	57
TOTAL		504

Q4 Good public building design is place based and appropriate it takes into account local character, heritage and community ambitions. (On a scale of 0 - 10 rate your level of agreement with this statement)

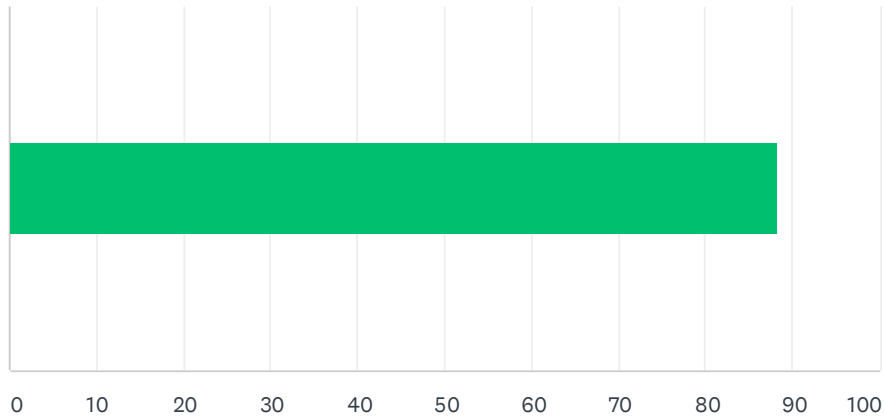
Answered: 407 Skipped: 97



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	87	35,482	407
Total Respondents: 407			

Q5 Public buildings should be environmentally sustainable – this includes using the design of the building to reduce where possible heating, cooling and running costs.(On a scale of 0 - 10 rate your level of agreement with this statement)

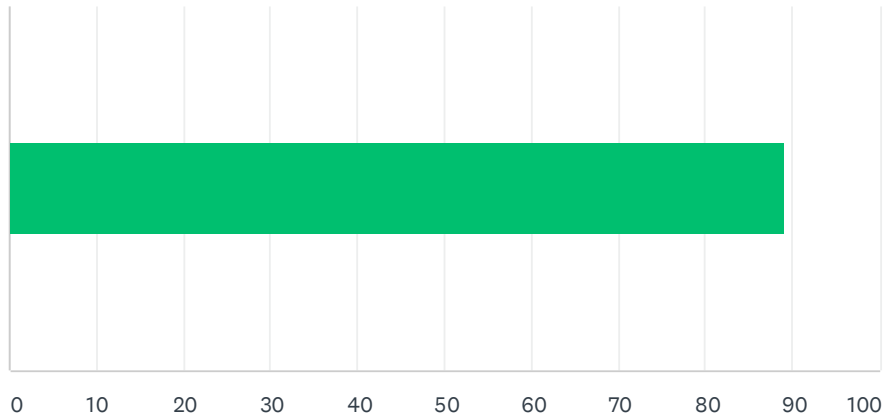
Answered: 407 Skipped: 97



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	88	35,909	407
Total Respondents: 407			

Q6 Public buildings should be welcoming, accessible and inclusive – meaning physical barriers (steps, narrow doorways etc.) should not be included in the design(On a scale of 0 - 100 rate your level of agreement with this statement)

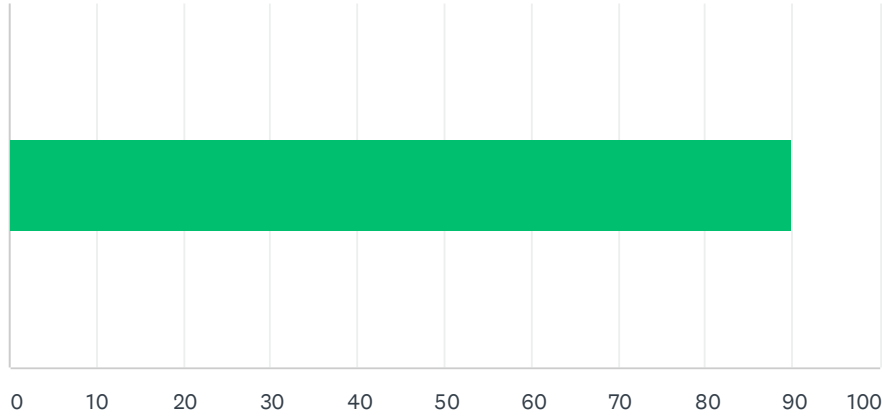
Answered: 407 Skipped: 97



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	89	36,243	407
Total Respondents: 407			

Q7 People should enjoy using or visiting a public building – meaning feelings about how the building is used are important.(On a scale of 0 - 100 rate your level of agreement with this statement)

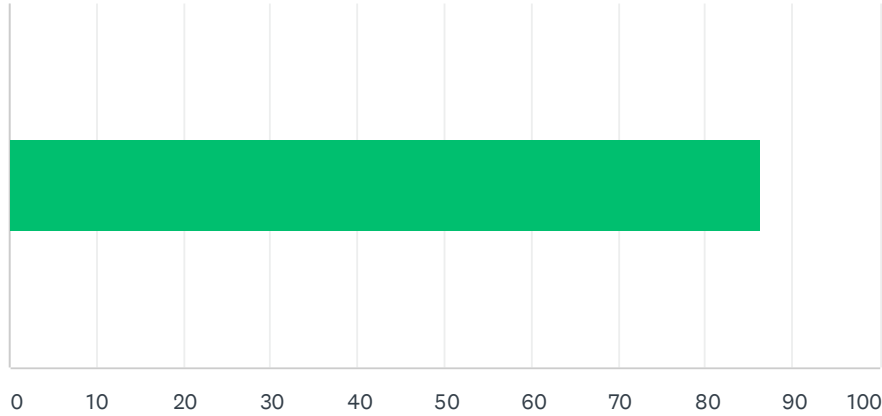
Answered: 407 Skipped: 97



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	90	36,615	407
Total Respondents: 407			

Q8 Public buildings must be fit for purpose and designed to adapt to change over time.(On a scale of 0 - 100 rate your level of agreement with this statement)

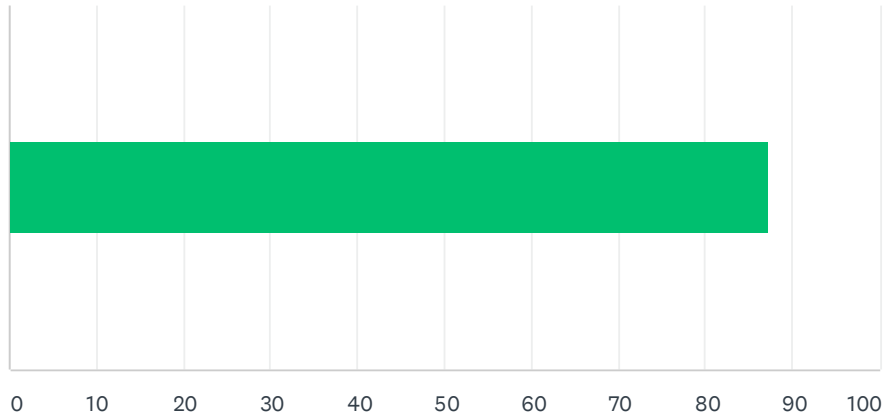
Answered: 407 Skipped: 97



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	86	35,162	407
Total Respondents: 407			

Q9 Good building design reduces running costs over time.(On a scale of 0 - 100 rate your level of agreement with this statement)

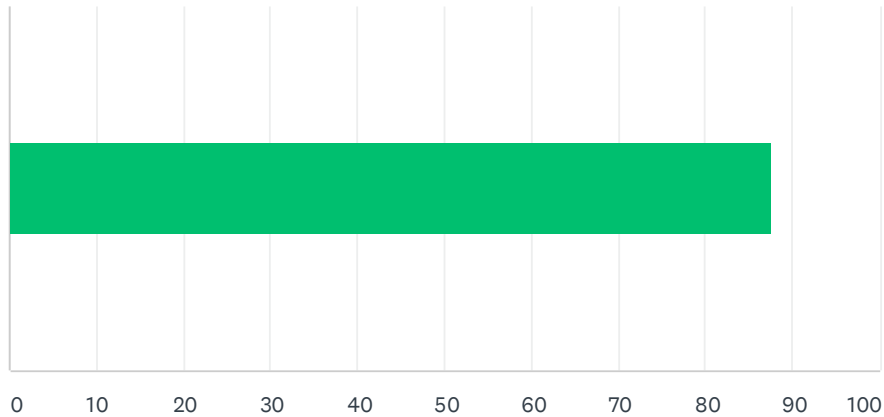
Answered: 407 Skipped: 97



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	87	35,546	407
Total Respondents: 407			

Q10 The appearance of a public building is important because it influences the well-being, comfort, and safety of users; it tells a story about the community and its identity.(On a scale of 0 - 100 rate your level of agreement with this statement)

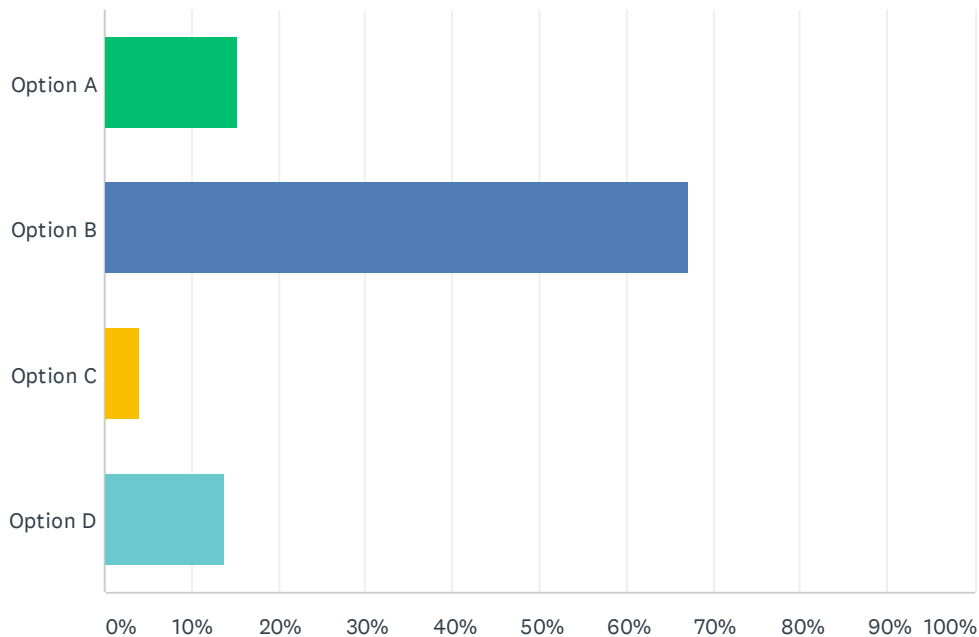
Answered: 407 Skipped: 97



ANSWER CHOICES	AVERAGE NUMBER	TOTAL NUMBER	RESPONSES
	88	35,707	407
Total Respondents: 407			

Q12 Please vote for your preferred design.

Answered: 407 Skipped: 97



ANSWER CHOICES	RESPONSES	
Option A	15.23%	62
Option B	67.08%	273
Option C	3.93%	16
Option D	13.76%	56
TOTAL		407

Comments supporting Design B

1. Design B - most fits in with other heritage buildings in our town
2. Design fits with the country side Other buildings would be out of place oin an area with such natural surroundings as the river and gumtrees
3. Marty's in With Tatts pub and the look of the town. As long as it's Modern and functional inside. I do love the verandahs ect
4. Rustic charm
5. Looks country style like Toc
6. It fits with the heritage style of Tocumwal which is a verandah town.
7. Looks the most rustic and toc like.
8. It is a wonderfull compliment to the period architecture of the region, whilst also being contemporary and relevant Beautiful hardwood timber, wide sweeping public verandas and intelligent integration of the mighty Murray. The ground floor is so open and interactive, and the first floor communal space is a huge asset for the town. I would defiantly be interested in hiring this space.
9. This is the best of what has been shown but the absolute winner should be the design that wasn't given a chance to be voted on
10. I like it.
11. Fits in with the local area best. Most pleasing external design. Still preferred Rove's design over all the selected options.
12. Option 'By stands out in more ways than one. Not only does this beautiful design fit and align with neighbouring businesses (think the 'Pavilion' cafe, but the overall rural river country vibe Tocumwal as a town encapsulates. Option 'At screams 1970s government building - which is definitely not in keeping with the humble, beautiful country/farm style homes and businesses surrounding it in Tocumwal. Option 'C' & 'D' albeit nice, are definitely not in keeping with the Tocumwal township as it stands now, or what people expect of it in the future. Tocumwal does not need a grotesque, uninviting, overly-modern building dominating its prime asset being the Tocumwal Foreshore. Residents and visitors alike want a building like option 'B' to actually invite people in, not keep them out. Tocumwal is a gem along the Murray river and a more humble, practical, timeless and user-friendly design (like option 'B') is by far the most practical and fitting design compared to the other options. This opportunity is once in a life-time and something not to be taken lightly. Do not make the mistake Deniliquin town planners have made in the past with ugly government-styled buildings dominating its public river frontage. It's a mistake that can't be fixed. Option 'B' is by far the best
13. Option B design is more in keeping with the local area. A more modest building than the originally proposed design, construction costs as well as long term running costs and maintenance will be far more cost effective with this design than the first proposed building.
14. Option D should never have made the short list after being overwhelmingly voted out during community meetings.
15. Fits the street scape and enhances the characteristics of the historical building.
16. More in keeping with other town building and surroundings
17. More in keeping with Toc environment and other town historical buildings
18. I believe option B coordinates with the buildings of Toc - remembering it is a town where many aged people go to retire.
19. The design will complement the town streetscape
20. Suitable design for area
21. Fits in with the character of the town and the site

22. Meets town expectations
23. Does look good for the feeling of Tocumwal
24. Appearance fits with other town buildings
25. It fits the character of the town
26. Most appropriate design to include Information Centre. Good verandah areas for visitors and pleasing views from levee bank and foreshore park
27. Large information space. Free standing information
28. Design A is ugly not Tocumwal Design C is a pack of cards Design D need more grass not rocks Design B does not intrude onto Toc's appeal. Appeals more to the eyes and residents Good idea for old folk to access the levee.
29. It takes into account local character, heritage and community ambitions. Simple and beautiful - not trying to stand out Spaces can be adaptable to any community needs over time.
30. Design of B fits in with the landscape of Tocumwal.....
31. At least it shows an area for the information centre which is what this building is supposed to be all about. It blends into the foreshore really well.
32. It seems to fit the town better
33. I like the design
34. It is a design that looks more comfortable in its surroundings.
35. Of the 4 options, option B would blend into the current "heritage feel of the town & foreshore surrounds the best.
36. More suited to Tocumwal's heritage
37. More traditional elements. Blends into the environment more successfully.
38. Best of a bad lot!
39. its subtle in colour and i like the design, i think it will attract more tourist and its welcoming. maybe some suggestions of interactive boards, a TV on loop about our history.
40. Option B is the most suitable but I cannot see any need to demolish a perfectly good Visitor Information Centre and amenities for a restaurant and cafe(s) which are more than likely to go broke in a shortish time as all other such ventures have done in the past.
41. The best of a very basic lot, none of these portray anything about our flying/airport history. Maybe a plan should have had the shape of plane wings for the roof ?? just a suggestion. Buildings with breeze ways are a waste of space and could encourage graffiti.
42. Design B visually is more in keeping with the building's in the town. With more veranda's it caters better for the different seasons. There is no breezeway which give's the ground level better use of space. Design B works in with our environment.
43. It goes with the look of the town it does not look as yuppy and city look
44. It is more in keeping with the Tocumwal environment.
45. as a business owner in the town it looks appealing to a small town space , its very important not to attract would be sales off other business premise. what ever happened to the (toilet block redevelopment plan some 12 years ago ? may be you could put a ambulance station next to it.
46. Presents well matching existing town buildings & History. Internal exposed beams match forest views. Other 3 modern designs out of character with main street & existing buildings etc.
47. classic and traditional fits very well in the Tocumwal setting
48. Very in keeping with the tocumwal streetscape

49. I think it's great that Tocumwal is being developed, how much longer till you do the walk way round river. Shut down town beach like cobram and put in some gym equipment and BBQ and tables for the locals to enjoy . Enough free camping round
50. This design will blend in far better than the other to the area it will service.
51. More fitting to the streetscape of tocumwal. Other designs may be too futuristic.
52. Because it is the only design that will blend in the local township
53. It's the only one that looks like it should be on the river
54. It suits the style of tocumwal better
55. It is the only building that will remotely fit our village's look
56. The wrap around veranda will give locals and visitors the opportunity to admire our town
57. It's not super modern and is basic
58. Suits the area
59. It matches the township, with the varandah which suits the heritage style of the town more
60. I prefer B as i think it blends in better,the other designs belong more in the suburbs of melb or syd.I would like to see the information center in the design also the public toilets put back.NOW do we need another eatery as we have two cake shops the fish & chip shop, the old bank,two hotels,the tea room the chines cafe to name a few.The money would be better spent on an ambulance station as the people of tocumwal have been partitioning for, NOT another eatery.....Phil hall
61. It fits with the local /current buildings. I like the use of Ironbark wood too.
62. I think this design is more in keeping with the overall local businesses and location.
63. Satisfies above requirements most and fits in with surrounding area most ... modern whilst also including heritage aspects.
64. I think it suits the town and has a nice look to keep with the heritage of the town.
65. Option B Is not over-elaborate, It looks welcoming.
66. I prefer option E but B if that is not possible
67. Looks to fit in well with the town's setting.
68. Fits in more appropriately with the towns character The others designs are too modern
69. Suit the character of tocumwal and buildings around the area
70. It fits better with the heritage style of the town centre.
71. I feel that the design suits the river front and beautiful surrounding red gums and has a country feel and appearance that will suit the area
72. Preferred as this design would be ideal to the environment of Tocumwal. The decking is very favorable with the Murray River view. The others are too modern and do not fit the surroundings. B B B B for me.
73. All nice designs, B fits in with Tocumwal and surrounding environment and would be timeless . A C D will date rapidly and will need a facelift sooner rather than later therefore not cost effective. Hope this helps Terry & Debbie
74. Fits with the surrounding architecture
75. It seems to be more in harmony with the site. Haven't seen the interior layout, hope there's an acceptable, large area dedicated to our important Information Centre. Don't know if there's still a restaurant planned, hope not.
76. Looks modern with out looking ridiculously modern for a town centre which is many years old
77. It fits into the landscape better
78. It does not look like a skyscraper as the other do
79. Doesn't look commercial and out of place and fits in with the older establish town.
80. Fits into the feeling and look of the town

81. Suits the area better than the other more 'modern' design which will look out of place.
82. Best fits the town & location
83. Looks the best
84. Most natural looking. Would have preferred wired balcony though. Maybe too much timber (and too much maintenance) with the timber railing
85. It is the most suited to our country town.
86. It's the best out of them!
87. Fits in with local area, compliments the existing infrastructure around the town.
Adequate space for most tenancies, but the information centre needs more space.
88. Designs A C D are too modern for the area. C has a more classic look and fits in better with some of the older buildings that are close by
89. Facade fits the character and heritage of the town. It compliments existing buildings.
Floor plan is a good use of space with good access to levee and river views.
90. It has a more natural feel for the town and river side The other designs are too modern looking and stand out against the natural land scape
91. Usually I would select the most modern design. However I was at the site this week and I can only visualise Option B at Tocumwal. My experience as a tradesperson has shown me over and over how skillion roofs look great, but are not serviceable long term for maintenance or alterations. Option B has a traditional pitched roof and would blend in better with surrounding buildings and the heritage of the Mighty Murray.
92. The design is aesthetically appealing. The verandah allows for outdoor undercover areas to experience the beauty of Toc foreshore. The design of B is more traditional & timeless than the others (the other designs may not age well)
93. Whilst a modern building it has a visible heritage exterior which will compliment surrounding buildings and the heritage theme the Main Street scape portrays. A good blend of old and new
94. Looks well designed for the area use of materials hertiage style.
95. More country. Suits the murray river much more than the others as they are way to modern for the murray.
96. It's keeps in with the look and feel of Tocumwal
97. It fits our area.
98. Excellent access from the levee bank side, and lots of timber claddings appear to be used.
99. The use of all the timber and style suits our Murray River Heritage. The others look like they belong in the inner city
100. it suits Murray river heritage with all the timber and exposed timber trusses. it fits in with local landscape is being built by the best local builder in the area too.
101. really like the look of the building. Feels new but in keeping. Also like architects presentation to include visual link to existing environment. Clever and yet very simple.
102. The B design is in keeping with the existing buildings within the town in a rural area . The others belong in urban city areas
103. Blends in with existing buildings far better.
104. The design marries into the surrounding buildings and environment
105. It seems to fit our lovely country town feel.
106. Looks more in character with the village style of Tocumwal, the other designs do not fit in with the existing buildings, te whole exercise is a waste of public funds in this economic climate.
107. I feel that it fits the rural setting better.
108. It fits in with the country town look

109. I like the design as it seems to fit in with the ecology of Tocomwal
110. I like the Elevation and orientation of the seating in B It seems to be the least modern which will suit our little town.
111. I think this building would fit in with existing buildings that will be around it.
112. It blends well with other buildings and the surrounding landscape.
113. It appears to nestle in the environment nicely, I like the deck
114. It's ok but I hope river view is a feature and ground seating is needed both sides to suit weather conditions. I would like to see some curves to flow with water way it could be planter boxes or seating. I have seen something at Mildura on their Murray River covered in beautiful mosaic mural depicting local agriculture for example. I would like to have seen floor plan.
115. Fits into the Tocomwal town better than than the others.
116. Best suited for a country feel.
117. Reflects the local area. It's not obtrusive, it sits into the landscape and feels natural.
118. Fits in with the township of Tocomwal
119. option b is the only one that wouldn't look ridiculous and it's not actually in keeping with the towns streetscape Have the architects been to tocumwal and had a look at the area ?
120. I only chose design B because it's the one that even slightly resembles our little town, and even then I think it's too much! We should just leave the information centre how it is!!
121. It's sympathetic to existing streetscape
122. B is much more in line with the character of the area, is less obtrusive looking. The highlight of the foreshore is the water and surrounds you don't want to take away from that by a building that doesn't suit or looks too modern
123. It's aesthetically pleasing & seems to fit with the town's heritage whilst also fitting with the surrounding bushland.
124. It is visually more suited to Tocomwals heritage and surrounds. The balcony looks like it belongs in the the town. Many buildings in town have a similar look to them so it won't look out of place.
125. Suits the town more, not ultramodern garbage that doesn't fit with the rest of toc
126. B fits best in the Environment
127. Not as ultra-modern looking as the others, so suits the local architecture and character more appropriately
128. This design reflects Tocomwal the best of the options presented.
129. More welcoming
130. It's the only one with any soul. The rest are completely out of place and look like second rate office buildings rather than a focal point of the town.
131. Sits best with the rest of the town buildings, timeless style
132. Has a warm country feel that will compliment the beautiful old buildings of Tocomwal. Looks very welcoming like a well kept homestead.
133. Looks more like a country building the others ate too modern.
134. B best fits the surroundings of the building and will compliment the river and trees around the building.
135. Looks a bit more country. There is enough city-looking buildings in the city (where I grew up). Most important aspect of design choice is public consultation and not just asking questions in a survey that can be used against the public when you choose the option that the council wants. The questions here aren't particularly useful to a voter - they would be however be useful in preparing a retort.

136. The only design that suits the town best
137. The other ones do not reflect the look and feel of our town.
138. It fits in the aesthetics of the town and river
139. It sits within its environment
140. A better fit for the area.
141. It's not overly complicated and the features and style look to me to both fit in with the town and not (hopefully) date with age as much as the others.
142. Use of building well COVID has made hospitality a whole new world!! If this happens again how will it be used. Areodrome museum with cafe, Boutique Brewery & Cafe....2 story building on foreshore cafe & restaurant! Why aren't you being creative a getting federal & industry funding to put in a Living Murray Centre on history of river & surrounds. Headwaters to Echuca, bus loads of school groups, Probus groups, FITs fully independent travellers, seniors...\$\$\$
143. It's the least ugly
144. It's natural looking and suits the surroundings
145. This design seems homely and respects the older design of other buildings in Tocumwal whilst also allowing another place for tourists and locals to gather and feel like they are going somewhere nice.
146. This design I feel is more suited to its surroundings. This design won't out date after time
147. Will suit the town better. All the other designs are to modern for Tocumwal
148. If we need to waste money on a new building , (b) is more in keeping with the county town Tocumwal is. Why do people move to country towns and then want to make them like St Kilda.
149. It suits the town. It fits within the landscape and the feeling of the area.
150. While a little on the modern side, but matching in with the current buildings.
151. more in line with Heritage look than all the space aged looking ones. Information Centre need more room than allocated so they can sell local goods to cover running costs. It must have toilets in the facilities. We need an Ambulance Station more than another restaurant though.
152. In keeping with the heritage feel of the town, prefer this to the more modern designs.
153. Inviting and cute
154. B suits the ruggedness and natural setting of the Murray River
155. Keeping with the Heritage theme of the town. Verandahs help with keeping the building cool in the summer.

All Comments

1. Design B - most fits in with other heritage buildings in our town In other words - the public still wont have any say - as the Council will make their regardless . Having a showcase Tourist Information Centre is more important to me than having - another café/restaurant in the town. Upper floor - could house Art Gallery/Craft shop Solar panels should be incorporated in the build? It depends on what building materials are used and what quality
2. Design fits with the country side Other buildings would be out of place oin an area with such natural surroundings as the river and gumtrees
3. Marty's in With Tatts pub and the look of the town. As long as it's Modern and functional inside. I do love the verandahs ect Sounds good :) no matter what you pick people will complain
4. Ok
5. I wish to vote for Design No 5 by Tove which waa ezcluded unfairly from final voting. Only selected A as one answer was req.
6. Rustic charm
7. Looks country style like Toc
8. Best Fit for tocumwal
9. It fits with the heritage style of Tocumwal which is a verandah town.
10. Looks the most rustic and toc like.
11. The more modern the better. Don't get stuck with trying to build heritage, it will come with time. Build a building that people will want to come and look at.
12. Its modern and will last the test of time. Lets build something that our children and grandchildren will want to visit. lets keep up with the times while also incorporating lots of natural materials to fit with the Murray River. I couldn't be more grateful to the Berrigan shire and what it has done for our community. I Know you have our best interests at heart. Lets keep to budget and make sure its suitable for our destination and community
13. It is a wonderfull compliment to the period architecture of the region, whilst also being contemporary and relevant Beautiful hardwood timber, wide sweeping public verandas and intelligent integration of the mighty Murray. The ground floor is so open and interactive, and the first floor communal space is a huge asset for the town. I would defiantly be interested in hiring this space.
14. This is the best of what has been shown but the absolute winner should be the design that wasn't given a chance to be voted on
15. I like it.
16. plan e that is not an option and in my opinion meets the tender requirements of the building should be in the count
17. While it is important to reflect on our past it is also important to look to the future. Building design does not and should not be dictated to by what there was 100 years ago. Design of public buildings should also take into consideration developing a point of difference to other towns and incorporating new 'looks' among the older more traditional appearance of buildings. Design D seems to sit in the landscape well and looks like a building of importance not just like a house like B, C is too heavy and A dominates the area. I hope you take into consideration who are the demographic that will use it in 10+ years.
18. Fits in with the local area best. Most pleasing external design. Still preferred Rove's design over all the selected options.
19. Option 'By stands out in more ways than one. Not only does this beautiful design fit and align with neighbouring businesses (think the 'Pavilion' cafe, but the overall rural

river country vibe Tocumwal as a town encapsulates. Option 'A' screams 1970s government building - which is definitely not in keeping with the humble, beautiful country/farm style homes and businesses surrounding it in Tocumwal. Option 'C' & 'D' albeit nice, are definitely not in keeping with the Tocumwal township as it stands now, or what people expect of it in the future. Tocumwal does not need a grotesque, uninviting, overly-modern building dominating its prime asset being the Tocumwal Foreshore. Residents and visitors alike want a building like option 'B' to actually invite people in, not keep them out. Tocumwal is a gem along the Murray river and a more humble, practical, timeless and user-friendly design (like option 'B') is by far the most practical and fitting design compared to the other options. This opportunity is once in a life-time and something not to be taken lightly. Do not make the mistake Deniliquin town planners have made in the past with ugly government-styled buildings dominating its public river frontage. It's a mistake that can't be fixed. Option 'B' is by far the best. Option 'B' is the most sustainable and the best option in every which way.

20. Option B design is more in keeping with the local area. A more modest building than the originally proposed design, construction costs as well as long term running costs and maintenance will be far more cost effective with this design than the first proposed building. Option B appears to meet this criteria if the process is fair.
21. easy access walk way to levee bank.
22. Option D should never have made the short list after being overwhelmingly voted out during community meetings. Very little community trust in this process
23. Fits the street scape and enhances the characteristics of the historical building.
24. More in keeping with other town building and surroundings
25. More in keeping with Toc environment and other town historical buildings
26. I believe option B coordinates with the buildings of Toc - remembering it is a town where many aged people go to retire.
27. The design will complement the town streetscape
28. Suitable design for area
29. Fits in with the character of the town and the site
30. Meets town expectations
31. Does look good for the feeling of Tocumwal
32. Appearance fits with other town buildings
33. It fits the character of the town
34. Maintenance - indecipherable - it will be easy to maintain and not date as quickly. It will maintain structure in 10 years to come
35. Soft curves in construction to blend in with river
36. Most appropriate design to include Information Centre. Good verandah areas for visitors and pleasing views from levee bank and foreshore park
37. Large information space. Free standing information
38. Design A is ugly not Tocumwal Design C is a pack of cards Design D need more grass not rocks Design B does not intrude onto Toc's appeal. Appeals more to the eyes and residents Good idea for old folk to access the levee.
39. It takes into account local character, heritage and community ambitions. Simple and beautiful - not trying to stand out
40. Spaces can be adaptable to any community needs over time.
41. It looks grand. It has a large indoor & outdoor dining space overlooking the river. Which takes advantage of Tocumwal's biggest natural attraction.
42. Design of B fits in with the landscape of Tocumwal.....
43. At least it shows an area for the information centre which is what this building is supposed to be all about. It blends into the foreshore really well.

44. It seems to fit the town better
45. I like the design
46. It is a design that looks more comfortable in its surroundings.
47. I like the layout and ease of access to the pathway
48. Of the 4 options, option B would blend into the current "heritage feel of the town & foreshore surrounds the best.
49. It provides a fresh design for the town without being too modern. Good to have a point of difference in relation to other towns. Lots of windows for view and light.
50. More suited to Tocomwal's heritage
51. Null
52. More traditional elements. Blends into the environment more successfully.
53. There is only one design - no second choice.
54. This design looks a bit more futuristic - it does not look like a house and like the angled bit on the top
55. Best of a bad lot!
56. The design is unique to the area and would bring people to the town. Something different
57. It not only looks impressive, but is also functional & inviting with the colom structure at front of building. It looks clearly like an information hub for all tourist/visitors to our town.
58. its subtle in colour and i like the design, i think it will attract more tourist and its welcoming. maybe some suggestions of interactive boards, a TV on loop about our history.
59. Option B is the most suitable but I cannot see any need to demolish a perfectly good Visitor Information Centre and amenities for a restaurant and cafe(s) which are more than likely to go broke in a shortish time as all other such ventures have done in the past. Why wasn't all this information included in the survey so the community could take it into account making their decision. This appears to be the Council engaging in pseudo community consultation.
60. The best of a very basic lot, none of these portray anything about our flying/airport history. Maybe a plan should have had the shape of plane wings for the roof ?? just a suggestion. Buildings with breeze ways are a waste of space and could encourage graffiti.
61. Design B visually is more in keeping with the building's in the town. With more veranda's it caters better for the different seasons. There is no breezeway which give's the ground level better use of space. Design B works in with our environment. I look forward to seeing the out come.
62. It goes with the look of the town it does not look as yuppy and city look
63. It is more in keeping with the Tocomwal environment.
64. Less intrusive design. More in keeping with the surrounding buildings and small town atmosphere of Tocomwal .
65. as a business owner in the town it looks apealing to a small town space , its very important not to atract would be sales off other business premise. what ever happened to the (toilet block redevelopment plan some 12 years ago ? may be you could put a ambulance station next to it. sounds good
66. Design showcases the environment around it with viewing from several areas. Upper and lower seating also caters for elderly or younger community members giving them choice depending on their physical abilities. Also the bridge structure ties into our heritage .

67. Presents well matching existing town buildings & History. Internal exposed beams match forest views. Other 3 modern designs out of character with main street & existing buildings etc.
68. classic and traditional fits very well in the Tocumwal setting
69. Very in keeping with the tocumwal streetscape
70. I think it's great that Tocumwal is being developed, how much longer till you do the walk way round river. Shut down town beach like cobram and put in some gym equipment and BBQ and tables for the locals to enjoy . Enough free camping round.
71. Design A like the floor plan on both floors because it is open - and easier to heat or cool and access from outside - did not like B because of the steps and D which also had steps. Like A because it is inviting and modern.
72. Design D has created a building that is introducing a more innovative concept. It has gone away from a typical public building and given us a more radical design. Two of the designs look too much like a sporting complex, and one design is just a reconfiguration of the existing building. I think it is time to be innovative, and time to throw off the shackles of our past and embrace something more radical for our town.
73. This design will blend in far better than the other to the area it will service.
74. More fitting to the streetscape of tocumwal. Other designs may be too futuristic.
75. This design seems more 3 dimensional, ambitious and dynamic. It creates layers and different perspectives.
76. I actually prefer the design that Tove submitted. To be honest there is nothing wrong with current building (I work there) so will be interesting!! The pavilion had upstairs ding years ago, was good but did not last long. I hope this one works.
77. fits in better for the town and river
78. Option B
79. Like all four - second choice design B. Option C looks like a container house
80. Because it is the only design that will blend in the local township
81. It's the only one that looks like it should be on the river
82. It suits the style of tocumwal better
83. It is the only building that will remotely fit our village's look Thats fine
84. The wrap around veranda will give locals and visitors the opportunity to admire our town
85. Like A it because it is modern, B looks like something from a surf beach and C looks like hamburger/food takeaway.
86. It's not super modern and is basic
87. Suits the area
88. It matches the township, with the varandah which suits the heritage style of the town more
89. I prefer B as i think it blends in better,the other designs belong more in the suburbs of melb or syd.I would like to see the information center in the design also the public toilets put back.NOW do we need another eatery as we have two cake shops the fish & chip shop, the old bank,two hotels,the tea room the chines cafe to name a few.The money would be better spent on an ambulance station as the people of tocumwal have been partitioning for, NOT another eatery.....Phil hall
90. It fits with the local /current buildings. I like the use of Ironbark wood too.
91. Heritage design is difficult to successfully incorporate. Design D is more stand alone and its contemporary aspect will help it fit its purpose by attracting visitors.
92. I think this design is more in keeping with the overall local businesses and location.

93. Looks fantastic
94. Satisfies above requirements most and fits in with surrounding area most ... modern whilst also including heritage aspects.
95. I think it suits the town and has a nice look to keep with the heritage of the town.
96. Option B Is not over-elaborate, It looks welcoming.
97. I prefer option E but B if that is not possible
98. Looks to fit in well with the town's setting.
99. Fits in more appropriately with the towns character The others designs are too modern
100. Suit the character of tocumwal and buildings around the area
101. Tocumwal needs to respect its past and continue to look forward. This is a building for the 21st century not last century or even the century before that
102. Flows better, softer on the eye and blends in with surrounding area better.
103. The building should be a prominent design that brings visitors and tourist to the town. You can not build Heritage!
104. It fits better with the heritage style of the town centre.
105. I feel that the design suits the river front and beautiful surrounding red gums and has a country feel and appearance that will suit the area
106. Works for me
107. Preferred as this design would be ideal to the environment of Tocumwal. The decking is very favorable with the Murray River view. The others are too modern and do not fit the surroundings. B B B B for me.
108. Looks modern and with all the glass gives visitors to take in the view which is predominately the reason people come to this town.... THE RIVER not for the "heritage" aspect. Anyone who believes people come here for any reason other than the river are fooling themselves hence why the building should encompass the view of the river
109. All nice designs, B fits in with Tocumwal and surrounding environment and would be timeless . A C D will date rapidly and will need a facelift sooner rather than later therefore not cost effective. Hope this helps Terry & Debbie
110. Fits with the surrounding architecture
111. It seems to be more in harmony with the site. Haven't seen the interior layout, hope there's an acceptable, large area dedicated to our important Information Centre. Don't know if there's still a restaurant planned, hope not.
112. Looks modern with out looking ridiculously modern for a town centre which is many years old
113. It fits into the landscape better
114. None waste of money why change it this town is changing to fast in the last 12 months ... Remember it's a town not some city life area Spend the money else where put a round about in at the crossing it's a death waiting to happen Remove the plants before someone burns them
115. It does not look like a skyscraper as the other do
116. Doesn't look commercial and out of place and fits in with the older establish town.
117. Fits into the feeling and look of the town
118. Clean, modern and will look modern in 20 years time. 1
119. Suits the area better than the other more 'modern' design which will look out of place.
120. Best fits the town & location
121. Looks the best

122. Most natural looking. Would have preferred wired balcony though. Maybe too much timber (and too much maintenance) with the timber railing
123. It is the most suited to our country town.
124. It looks modern, functional and would enhance what you are trying to achieve with the redevelopment. The verandah overlooking the river would be fabulous. Please please don't choose that boring 70's looking house (B) that so many were commenting on a previous post. It's hideous and would be a useless waste of money, might as well keep what we've got!
125. It's the best out of them!
126. Fits in with local area, compliments the existing infrastructure around the town. Adequate space for most tenancies, but the information centre needs more space.
127. Designs A C D are too modern for the area. C has a more classic look and fits in better with some of the older buildings that are close by
128. Facade fits the character and heritage of the town. It compliments existing buildings. Floor plan is a good use of space with good access to levee and river views. This is an important building for Tocumwal and the town's residents must , firstly like the building, and secondly want to use it. My only concern is the lack of adequate parking space.
129. Lots of natural light, it will be a fantastic position looking over Tocumwal at 4 direction
130. It has a more natural feel for the town and river side The other designs are too modern looking and stand out against the natural land scape
131. Lots of glass to make the most of views. Not sure how works with levee bank. Option B is good also
132. Usually I would select the most modern design. However I was at the site thus week and I can only visualise Option B at Tocumwal. My experience as a tradesperson has shown me over and over how skillion roofs look great, but are not serviceable long term for maintenance or alterations. Option B has a traditional pitched roof and would blend in better with surrounding buildings and the heritage of the Mighty Murray.
133. I like the design. I feel we need to move with the times. This building will be fabulous for our town.
134. D seems to be more open and inviting. It takes advantage of natural light and is intriguing. I think it will invite people to look in and visit the centre.
135. The design is aesthetically appealing. The verandah allows for outdoor undercover areas to experience the beauty of Toc foreshore. The design of B is more traditional & timeless than the others (the other designs may not age well)
136. Whilst a modern building it has a visible heritage exterior which will compliment surrounding buildings and the heritage theme the Main Street scape portrays. A good blend of old and new
137. Looks well designed for the area use of materials hertiage style.
138. More country. Suits the murray river much more than the others as they are way to modern for the murray.
139. It's keeps in with the look and feel of Tocumwal
140. It fits our area.
141. Excellent access from the levee bank side, and lots of timber claddings appear to be used.
142. The use of all the timber and style suits our Murray River Heritage. The others look like they belong in the inner city

143. it suits Murray river heritage with all the timber and exposed timber trusses. it fits in with local landscape is being built by the best local builder in the area too.
144. really like the look of the building. Feels new but in keeping. Also like architects presentation to include visual link to existing environment. Clever and yet very simple.
145. The B design is in keeping with the existing buildings within the town in a rural area . The others belong in urban city areas
146. Blends in with existing buildings far better.
147. The design marries into the surrounding buildings and environment
Hopefully the result will be made public in a timely manner
148. It seems to fit our lovely country town feel.
149. Looks more in character with the village style of Tocumwal, the other designs do not fit in with the existing buildings, the whole exercise is a waste of public funds in this economic climate. Community opinion must come first
150. I feel that it fits the rural setting better.
151. It fits in with the country town look
152. The jewel in the crown for this building is the river views. Sheltered and comfortable in all weather seating, outdoor and indoor, should be the prime goal for the top level and utilising as much of that viewing area as possible. A walkway leading to the levee bank path is also a nice touch and encourages visitors to walk along the main St to other businesses. I don't believe the building has to copy the historical buildings already here, many that exist are currently underutilized or in poor condition and nobody seems to care.
153. I like the design as it seems to fit in with the ecology of Tocumwal
154. I like the Elevation and orientation of the seating in B It seems to be the least modern which will suit our little town.
155. I think this building would fit in with existing buildings that will be around it.
156. it looks good and appears to have good veiwing along the river
157. It blends well with other buildings and the surrounding landscape.
158. It appears to nestle in the environment nicely, I like the deck
159. It's ok but I hope river view is a feature and ground seating is needed both sides to suit weather conditions. I would like to see some curves to flow with water way it could be planter boxes or seating. I have seen something at Mildura on their Murray River covered in beautiful mosaic mural depicting local agriculture for example. I would like to have seen floor plan.
160. Fits into the Tocumwal town better than than the others.
161. open space
162. Best suited for a country feel.
163. Open. Inviting. Glass front takes in views.
164. Reflects the local area. It's not obtrusive, it sits into the landscape and feels natural.
165. The colour paths and just the overall design
166. Fits in with the township of Tocumwal
167. Ya
168. It blends in with its environment
169. Suits the surroundings
170. option b is the only one that wouldn't look ridiculous and it's not actually in keeping with the towns streetscape Have the architects been to tocumwal and had a look at the area ?
171. Don't really like any of these designs. No historical design connection to the existing town buildings. Looks out of character to the town charm as they all do. Is

council even listening to what the Tocumwal residents like? Disappointed yet again.

172. Fresh look with out intruding on the town's historical buildings.
173. I only chose design B because it's the one that even slightly resembles our little town, and even then I think it's too much! We should just leave the information centre how it is!!
174. It's sympathetic to existing streetscape
175. I like it because it has a wow factor good
176. B is much more in line with the character of the area, is less obtrusive looking. The highlight of the foreshore is the water and surrounds you don't want to take away from that by a building that doesn't suit or looks too modern
177. It's aesthetically pleasing & seems to fit with the town's heritage whilst also fitting with the surrounding bushland.
178. It is visually more suited to Tocumwals heritage and surrounds. The balcony looks like it belongs in the the town. Many buildings in town have a similar look to them so it won't look out of place.
179. Suits the town more, not ultramodern garbage that doesn't fit with the rest of toc
No way to enter text with out a response field?
180. B fits best in the Environment
181. Not as ultra-modern looking as the others, so suits the local architecture and character more appropriately
182. This design reflects Tocumwal the best of the options presented. The design should be optimised first.
183. More welcoming
184. It's the only one with any soul. The rest are completely out of place and look like second rate office buildings rather than a focal point of the town.
185. Different stands out. Modern style
186. Sits best with the rest of the town buildings, timeless style Ok
187. Has a warm country feel that will compliment the beautiful old buildings of Tocumwal. Looks very welcoming like a well kept homestead.
188. Modern. I think most older people in the town will pick option B but -1 The drawing isn't very good as you can't see the front. -2 The building will not be as energy affordable. Option D is modern looks good. I live inToc and I think everyone should just be happy with what we get instead of kicking up a stink over it. As long as LOCALS build it.
189. Looks more like a country building the others ate too modern.
190. B best fits the surroundings of the building and will compliment the river and trees around the building.
191. Looks a bit more country. There is enough city-looking buildings in the city (where I grew up). Most important aspect of design choice is public consultation and not just asking questions in a survey that can be used against the public when you choose the option that the council wants. The questions here aren't particularly useful to a voter - they would be however be useful in preparing a retort.
192. The only design that suits the town best
193. The other ones do not reflect the look and feel of our town.
194. It fits in the aesthetics of the town and river
195. It sits within its environment
196. Nice contemporary design that will serve Tocumwal into the future.
197. A better fit for the area.
198. It's not overly complicated and the features and style look to me to both fit in with the town and not (hopefully) date with age as much as the others.

199. Use of building well COVID has made hospitality a whole new world!! If this happens again how will it be used. Areodrome museum with cafe, Boutique Brewery & Cafe....2 story building on foreshore cafe & restaurant! Why aren't you being creative a getting federal & industry funding to put in a Living Murray Centre on history of river & surrounds. Headwaters to Echuca, bus loads of school groups, Probus groups, FITs fully independent travellers, seniors...\$\$\$
200. It's the least ugly
201. It's natural looking and suits the surroundings
202. This design seems homely and respects the older design of other buildings in Tocumwal whilst also allowing another place for tourists and locals to gather and feel like they are going somewhere nice.
203. This design I feel is more suited to its surroundings. This design won't out date after time Please allow sufficient space for our most valued service our Information centre.
204. It's modern and contemporary at the same time. Love the look of the facade
205. Will suit the town better. All the other designs are to modern for Tocumwal
206. If we need to waste money on a new building , (b) is more in keeping with the county town Tocumwal is. Why do people move to country towns and then want to make them like St Kilda. Council won't listen to the Rate Payer.
207. It suits the town. It fits within the landscape and the feeling of the area.
208. Modern, will bring life into tocumwal ok
209. New exciting and a new updates modern take on Tocumwal instead of sticking with the plain boring and blended theme of old and wood.
210. I think it would suit site
211. While a little on the modern side, but matching in with the current buildings.
212. Options A or C look to be the best suited to blend into our town.
213. Pretty disappointing to see mansplaining of good design principals . So basically consult but we will do what we like! Great tick box guys
214. more in line with Heritage look than all the space aged looking ones. Information Centre need more room than allocated so they can sell local goods to cover running costs. It must have toilets in the facilities. We need an Ambulance Station more than another restaurant though.
215. Yes
216. In keeping with the heritage feel of the town, prefer this to the more modern designs.
217. Contemporary design that will last the test of time.
218. Inviting and cute
219. B suits the ruggedness and natural setting of the Murray River
220. The design is Modern without being to modern. i think it will look great on our foreshore, with great access from the levy bank plus other access points. I'm excited for the new building and for Tocumwal to be able to have a new great Modern updated asset in the town. Well done to the Berrigan shire on getting the grant.awesome
221. Keeping with the Heritage theme of the town. Verandahs help with keeping the building cool in the summer.



RIVERINA AND MURRAY JOINT ORGANISATION BOARD MEETING MINUTES

BOARD MEETING INFORMATION

The Riverina and Murray Joint Organisation (RAMJO) Board meeting was held on Wednesday May 13 2020 on the secure online platform Zoom.

MEMBER COUNCILS

- Albury City Council
- Berrigan Shire Council
- Carrathool Shire Council
- Edward River Council
- Federation Council
- Griffith City Council
- Hay Shire Council
- Leeton Shire Council
- Murray River Council
- Murrumbidgee Council
- Narrandera Shire

VOTING BOARD MEMBERS

- CHAIR: Cr Kevin Mack (Albury)
- Cr Matthew Hannan (Berrigan)
- Cr Darryl Jardine (Carrathool)
- Cr Norm Brennan (Edward River)
- Cr Patrick Bourke (Federation)
- Cr John Dal Broi (Griffith)
- Cr Bill Sheaffe (Hay)
- Cr Paul Maytom (Leeton)
- Cr Chris Bilkey (Murray River)
- Cr Ruth McCrae (Murrumbidgee)
- Cr Neville Kschenka (Narrandera)

NON-VOTING BOARD MEMBERS

- Frank Zaknich (Albury)
- Rowan Perkins (Berrigan)
- Rick Warren (Carrathool)
- John Rayner (A/g) (Edward River)
- Adrian Butler (Federation)
- Brett Stonestreet (Griffith)
- David Webb (Hay)
- Jackie Kruger (Leeton)
- Des Bilske (Murray River)
- John Scarce (Murrumbidgee)
- George Cowan (Narrandera)

NSW STATE GOVERNMENT REPRESENTATIVES (NON-VOTING BOARD MEMBERS)

- James Bolton - Department of Planning, Industry and Environment (Regional NSW)
- Cameron Templeton - Department of Planning, Industry and Environment (Office of Local Government)

RAMJO STAFF (NON-VOTING BOARD MEMBERS)

- Bridgett Leopold – Executive Officer
- Bridget De La Haye – Office Manager

GUESTS

- N/A

AGENDA

1	Chairpersons Welcome	10:00
2	Apologies	10:00
3	Declaration of Items of Pecuniary or Other Interest – Board Members / Designated Persons	10:05
4	Minutes of 31 st January 2020 Board Meeting	10:05
5	Matters Arising from Minutes from 31 st January 2020 Board Meeting	10:10
6	SPECIAL ITEM: COVID-19 – Chair to facilitate check-in for each Member Council	10:15
7	James Bolton: Director, Regional NSW - update	10:45
8	Cameron Templeton: Council Engagement Manager - update from OLG	11:00
9	Cr. Chris Bilkey: Chair RAMJO Water Sub-Committee – Final Draft RAMJO Water Position Paper (& logo review)	11:10
10	George Cowan: Chair RAMJO Energy Sub-Committee – Regional Energy Audit	11:30
11	Executive Officer: Procurement Update: Progress in cooperative JO approach	11:40
	10 MINUTE BREAK	11:50
12	Executive Officer: Proposed RAMJO Budget 2020 – 2021 & Workplan	12:00
13	Sub-Committee Updates <ul style="list-style-type: none"> • Brett Stonestreet: Chair Industry, Jobs and Workforce Sub-Committee <ul style="list-style-type: none"> ○ Economic Development Officer Working Group • David Webb: Chair Transport Sub-Committee <ul style="list-style-type: none"> ○ Priority listing from RAMJO Regional Freight Plan & Infrastructure Mapping ○ Possible change in scope to respond to COVID-19 recovery and stimulus • John Scarce: Chair Digital Connectivity Sub-Committee <ul style="list-style-type: none"> ○ Update regarding draft position on RAMJO agreed minimum standard level of service 	12:20
14	Other Working Group Updates / Advocacy Groups <ul style="list-style-type: none"> • Frank Zaknich: Chair General Managers Group <ul style="list-style-type: none"> ○ Workplan and identified potential workstreams: Adverse Event Management Plans, Procurement, Payroll, RMCC • Des Bilske: Chair Health Sub-Committee will remain advocacy only • Exec Off: Murray and Riverina Waste Groups – written updates provided • Exec Off: Southern Lights: LED replacement & SMART Sensors • Exec Off: no update from other RAMJO groups (Engineers, Planners) 	12:40
15	Executive Officer: Staffing Update <ul style="list-style-type: none"> • Office Manager: will take on half time Project Management role in 2020-2021 • Contaminated Lands Management: Contract (6-month) Project Manager • Waste Regional Manager: will be appointed for 2-year term • Digital Connectivity / Grants Officer: to be recruited (12-month role) 	12:50
16	General Business	1:00
	MEETING CLOSE	1:30

AGENDA ITEM 1 – WELCOME

The Chairperson welcomed the Board Members to the meeting.

AGENDA ITEM 2 – APOLOGIES

- John Rayner, A/g General Manager Edward River
- Darryl Jardine, Mayor Carrathool

RESOLVED that the apologies be accepted and that leave of absence be granted.

(Moved by Griffith, Seconded by Berrigan).

AGENDA ITEM 3 – DECLARATION OF PECUNIARY OR OTHER INTEREST

There were no declarations of pecuniary or other interests lodged at the meeting by Board Members or other Designated Persons.

AGENDA ITEM 4 – MINUTES OF WEDNESDAY 12 FEBRUARY 2020 BOARD MEETING

RESOLVED that the Minutes of the RAMJO Board Meeting held on Wednesday 12 February 2020 are endorsed.

(Moved by Griffith, Seconded by Berrigan).

AGENDA ITEM 5 – MATTERS ARISING FROM MINUTES 12 FEBRUARY 2020 BOARD MEETING

RAMJO WORK PLAN

At the last meeting, the Board resolved to be presented with multiple (three) refined work-plan options and corresponding budget at the next Board meeting, with several resourcing options to deliver tangible outcomes over a three-year timeframe. This item will be addressed in agenda item 12.

Executive Officer informed the Board that all other outstanding actions from the previous meeting are now complete. **RESOLVED that the Board Members noted the verbal update and notes in the agenda papers.**

AGENDA ITEM 6 – SPECIAL ITEM: COVID-19 ROUNDTABLE CHECK IN

Each Council provided a short summary of the challenges of Covid-19 restrictions have presented and how normal business operations were faring.

RESOLVED: The RAMJO Board noted updates from each Member Council and Local Government information relating to recent natural disaster events (drought, bushfire, COVID-19).

AGENDA ITEM 7 – VERBAL UPDATE FROM JAMES BOLTON: DEPT OF REGIONAL NSW

James Bolton provided a verbal update relating to the newly established Department of Regional NSW.

- The Hon. John Barilaro MP recently announced the new Department of Regional NSW. The new framework doesn't change the primary tasks the cluster undertakes however it does provide senior staff with better access to the NSW Cabinet. Led by Gary Barnes as Secretary and Rebecca Fox as Deputy Secretary, the Departments key leaders are Brendan Nelson, Scott Hansen, David Witherton, David Wright, Chris Hanger and Steve Hall.
- Engagement has been underway with large business support packages including discussions with the aviation industry to ensure access from regional areas to the cities are maintained.
- Priority bushfire recovery work and packages are progressing however there is a lot more work to do.

Federation General Manager Adrian Butler sought assurance that funding for road safety and freight projects would continue or if the majority of road funding will now be targeted to bushfire areas. James noted funding for safety and freight projects in the region would continue. Narrandera General Manager requested an update on the Fixing Local Roads program announcements. James stated announcements would be made soon following completion of the review process.

Leeton General Manager Jackie Kruger noted that no return correspondence had been received by the Council following letters sent to State and Federal Ministers regarding clarification on exemptions for harvest accommodation for backpackers. Council was currently relying on employment agencies to be self-compliant with ensuring self-isolation of employees coming into the region from major cities prior to commencing employment. Griffith Mayor also noted community concern regarding incoming workers however had observed strict social distancing measures in place in pack-houses and food manufacturing businesses. Griffith Council have also approved a Covid-19 testing clinic.

RESOLVED: Leeton GM to forward James the letters for follow up. Griffith and Leeton GM's to discuss this with James and the Executive Officer at a later date.

RESOLVED: Executive Officer to engage with James Bolton to follow up to ensure Health webpage has been updated.

RESOLVED: The RAMJO Board noted the verbal update from Director of Riverina Murray, Department of Regional NSW.

AGENDA ITEM 8 – VERBAL UPDATE FROM CAMERON TEMPLETON – OLG ENGAGEMENT MANAGER

Cameron Templeton provided a verbal updates relating to the \$395m Local Government Economic Stimulus Package and other Office of Local Government business.

- The Local Government Economic Stimulus Package guidelines will be out today 13 May 2020. All Councils should qualify and any concerns or clarification required should be directed to Cameron.
- The Covid-19 legislation amendments went through on 12 May 2020. Details will be in the Local Government Circular announcement due out today 13 May 2020.
- Reminder: Enrolment to the next Planning Webinar is due today 13 May 2020.
- NSW Premier is driving the health orders. Please refer to the NSW Health website for what facilities can and cannot be reopened.
- Note: Regarding ESL funding model. OLG have requested clarification (and a webinar) to explain the breakdown done by OEM and treasury.

Griffith General Manager Brett Stonestreet sought clarification from Cameron whether or not new council valuations have to be implemented or if the can be postponed to 2021 due to the variations being as much 30-40%.

RESOLVED: The Executive Officer will engage with Cameron to seek an update on valuations and report back to the RAMJO Board.

RESOLVED: The RAMJO Board noted the verbal update from OLG's Council Engagement Manager for the Riverina and Murray.

RAMJO Chair Kevin Mack thanked both James Bolton and Cameron Templeton for the support provided to Councils from them and their teams at this challenging time.

AGENDA ITEM 9 - CR. BILKEY: RAMJO FINAL EXECUTIVE SUMMARY & WATER POSITION PAPER

The Water Security Sub-Committee has finalised the RAMJO Water Position Paper which is currently with graphic designers to create a proof with a professional outlay and matching photographs for a total cost of \$9000. This cost is being covered by an underspend of funds from the RAMJO Strategic Priority Committees and travel expenses. The Committees also developed an Executive Summary, to assist in simplifying the key intent, messages and actions recommended by the Committee.

Consultation with Councillors and other identified stakeholders has also commenced. The marketing agency has suggested that RAMJO reconsider their logo and identify meaningful elements to include in the logo.

RAMJO Chair Kevin Mack expressed thank you to the Water Security Sub-Committee on the work to date on the documents and collaboration. Griffith Mayor John Dal Broi also thanked Mayor Chris Bilkey and noted approval for the documents whole region approach.

Mayor Chris Bilkey noted that the recent CSIRO Lower Lakes report reinforces the requirement for regional advocacy and subsequent adaptation for mechanisms to ensure greater inflows into the basin.

The Executive Officer noted that the Murray Darling Association (MDA) had been given a draft copy of the draft water position paper for review. The MDA approved of RAMJO's approach and have informally endorsed the document. The final version of the document will go to their Board meeting in June.

RESOLVED: The RAMJO Board endorsed the attached Executive Summary (A3 foldout) of the RAMJO Water Position Paper. RESOLVED: The RAMJO Board agree to updating the logo under the guidance of Stanford Marketing for \$1000 under the guidance of the Executive Officer.

AGENDA ITEM 10 – GEORGE COWAN: ENERGY SUB-COMMITTEE PROGRESS

As tasked by the Board, the Energy Sub-Committee has met several times this year and agreed to address a regional approach to energy via the following manner:

WHAT?

- **Map common goals and targets**
- **Undertake an audit of each Council to date**, including existing achievements, Council facilities and community infrastructure, the operations and usage patterns of these facilities, along with future aspirations. With this, a regional profile of each Council's assets, as well as current and future energy requirements could be mapped.
- Using the information from the audit and the aspirations of each Council (mostly financial), RAMJO Energy Sub-Committee planned to **create a regional energy strategy**, commencing with a focus on energy cost savings for each Council and progressing to potentially community savings and future generation options. Ideally, RAMJO would then use the directions of this strategy to focus on attracting funding and demonstrating cost and emissions savings, in line with the *NSW Government's Net Zero Plan Stage 1: 2020 – 2030*:
 - *The Net Zero Plan Stage 1: 2020-2030 is the foundation for NSW's action on climate change and goal to reach net zero emissions by 2050. It outlines the NSW Government's plan to grow the economy, create jobs and reduce emissions over the next decade.*
 - *The plan aims to enhance the prosperity and quality of life of the people of NSW, while helping the state to deliver a 35% cut in emissions by 2030 compared to 2005 levels. The plan will support a range of initiatives targeting electricity and energy efficiency, electric vehicles, hydrogen, primary industries, coal innovation, organic waste and carbon financing.*

HOW?

- **RAMJO received \$150k from Office of Local Government for further developing and delivering on identified strategic priorities. \$98,000 of this was allocated to energy, and in addition to this, we have been fortunate enough to be able to form a relationship with the Department of Planning and Industry's Sustainable Council and Communities Team (DPIE SCC). The DPIE SCC team has been tasked to work with regional Councils to assist them in saving energy and cut power bills. RAMJO's participation in this project will be resource intensive for the first 6 months and will require 50% of RAMJO's Office / Project Manager time.**
- The outcome of this first stage will be a full audit and an action plan for each Council to deliver on savings in the short, medium and longer term. RAMJO is working with DPIE to build a dashboard which will demonstrate cost savings and emissions savings as a region with breakdown to individual Council level.

WHEN?

- The estimated time frame is 6-10 months, allowing significant project work from RAMJO to continue in the background while COVID-19 arrangements are in place.

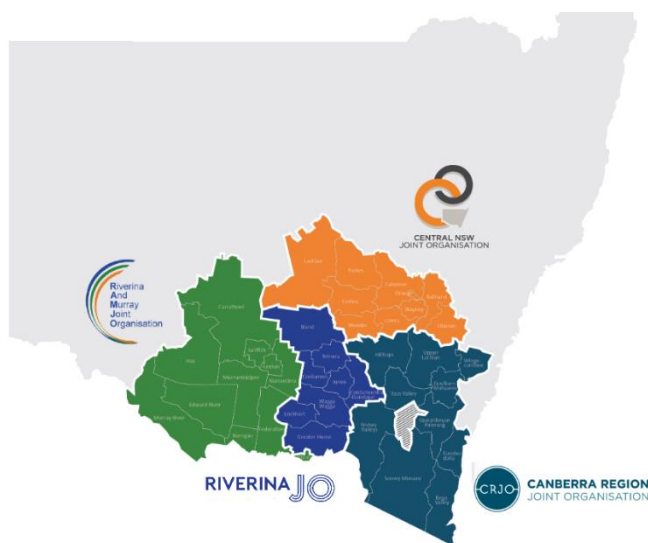
The Executive Officer summarised the above points and noted that the short term goal from the project is to assess each Council to identify opportunities including solar assessments and energy plan updates or reviews. In the longer term, business cases for collaborative energy procurement could be addressed alongside opportunities to integrate into the new Transgrid infrastructure. Chair Mayor Kevin Mack noted that this regional project was exciting for RAMJO to get underway.

RESOLVED: The RAMJO Board endorsed the Energy Security Sub-Committee project plan and note the energy work-plan for the next 6-10 months.

AGENDA ITEM 11 – BRIDGETT LEOPOLD – PROCUREMENT UPDATE

As part of the \$150k awarded by the Office of Local Government for RAMJO to pursue delivering on strategic priorities, RAMJO has teamed up with 3 other Joint Organisations (representing over 40 Councils) to progress building a JO framework for developing a range of procurement tools, templates and procedures. From this, we anticipate that each JO will have a framework with which to pursue identified procurement opportunities using various forms of purchasing models.

Councils involved in the combined JO procurement approach.



Alongside this, the RAMJO Executive Officer has been working with Albury City Procurement Team to further understand the complexities of procurement at the Council level. It is believed that the needs of each Council will differ as to how a JO approach to procurement may assist member Councils. Therefore, the RAMJO Executive Officer has developed a survey to gauge the preference of each Council as to how the JO may make the procurement process more streamlined, and potentially drive out efficiency or purchasing savings.

Leeton Shire Council has offered to work with RAMJO to scope a potential pilot project based on the outcomes of the survey, for the presentation to the General Managers at the next meeting.

RESOLVED: The RAMJO Board noted the progress of the strategic priority procurement project.

AGENDA ITEM 12 – BRIDGETT LEOPOLD: PROPOSED RAMJO BUDGET 2020-2021

At the last meeting, the RAMJO Board tasked the Executive Officer and the General Managers Executive Group with three proposed workstreams and matching resources to shape a budget and workplan for 2020-2021. With much deliberation and limited resourcing, there is one main budget proposal with some minimal flexibility in the workplan. Other than day to day operations, board and committee meetings and other legislative and operational requirements, the main items for the RAMJO workplan are as follows:

STRATEGIC PRIORITIES:

Using the \$150k from OLG to deliver on the following:

- Energy Audit and development of a regional energy strategy
- Regional procurement framework, templates best practice guides and a pilot scoping project
- Grants officer: 1 day per week
- Digital Connectivity: ongoing refinement of regional position and advocacy or funding opportunities

OTHER ACTIVITIES

Other items of activity which are of strategic or operational importance:

- Completion of the Water Position Paper, Executive Summary, Communications and Engagement Plan and the advocacy meetings which relate to this priority
- Delivery of the Adverse Event Management Plans for 8 Member Councils
- Infrastructure priorities: build on the high level mapping undertaken of RAMJO roads, bridges, water and waste water treatment facilities to create clear regional priority lists and shovel ready projects for stimulus funding (could extend to recreational facilities, arts and tourism Council owned assets)
- Maintenance of advocacy-focussed sub-committees groups and building those committees see opportunity in the current environment (e.g. Jobs, Industry and Workforce, and Transport).
- Management of various projects and allocated funding: Contaminated Land Management project, Murray Waste Group, Riverina Waste Group, Southern Lights
- Ongoing advocacy and RAMJO representation at State and Commonwealth Government meetings

POINTS TO NOTE

The budget maintains a minimalistic or 'bare bones' approach, and will provide for all RAMJO necessities over the coming year with the workplan above. Any additional activities, projects or costs, other than those already allocated for, will need to be considered and funded separately.

Southern Lights: With this in mind, Southern Lights participation and investment via RAMJO came close to \$30,000 for the year of 2019-2020. Councils are now at the stage where they have a LED replacement timeframe and several financing options to proceed, and savings in SLUOS (Street Lighting Use of System) is estimated to be \$815,000 across RAMJO.

The RAMJO members need to consider whether the second stage of the project, the smart sensor component, is something they wish to continue to pursue. If so, approximately \$30,000 will need to be added to the budget to cover RAMJO's participation in this project on behalf of Member Councils, or invoiced separately biannually.

State Government Funding: RAMJO has received \$150k from OLG to deliver on its strategic priorities. There is no 'foundation' funding forthcoming from State Government however the \$150k will allow RAMJO to continue pursuing outcomes as identified via our Committee workshops and endorsed at the RAMJO meeting of August 2019.

APPROACH

RAMJO is proposing to position itself as an organisation which can drive out not only advocacy and strategic priorities, but also one which can demonstrate efficiencies for its Member Councils. Therefore, the 2020-2021 workplan and budget proposes **trialling a 'service delivery' element**. This would include coordinating resources across Councils where a common activity or outcome is required. For the year of 2020-2021, RAMJO has identified the coordination, drafting and delivery of the 'Adverse Event Management Plans' on behalf of each of its Member Councils as a task which would create efficiency and deliver on a desired outcome for those Councils requiring it. The same can be said about coordinating the energy audits on behalf of each Council, and therefore an additional 'service delivery' project has been added for energy.

With this model, Councils can opt in and out of certain projects where a common request is presented for RAMJO to undertake a project on behalf of Member Councils. RAMJO Executive Officer will continue to work with a group of General Managers who have volunteered to assist RAMJO in refining a workplan which would benefit Member Councils of all sizes in the JO and make service delivery options a viable outcome.

Additionally, a minimum membership fee of \$10,000 per Member Councils is proposed to be a reasonable amount. While all other Member Councils fees have remained approximately the same, this has resulted in a \$2,000 to \$2,500 increase for both Hay and Carrathool shires.

AUDIT

RAMJO has already commenced the Audit Engagement Plan with both Albury City and the NSW Audit Office. Audit plans and timeframes are on track.

SUMMARY

In summary:

- Despite no further 'foundation' funding contributions from State Government for this year, **the budget proposes no great increase in base membership fees across Member Councils**.
- For the FY 2020-2021, RAMJO is trialling a 'service delivery model' in an attempt to bridge the reduction in foundation funding by not only delivering on advocacy and strategic priorities, but moving to undertake projects or tasks that would benefit a majority of the Member Councils.
- Working with a small group of General Managers, RAMJO will continue to refine and deliver on both strategic priorities and scoping and potentially piloting opportunities including procurement.
- RAMJO's delivery of the 2020-2021 workplan and the outcomes achieved will be presented at the quarterly Board meetings.
- The Audit Engagement Plan is available to all Mayors and General Managers at their request.

The next phase of the Southern Lights project was discussed and each Council noted their position going forward with the project.

Albury: Yes

Carrathool: No

Leeton: Yes

Berrigan: Yes

Murray River: Yes

Griffith: No

Narrandera: To be decided

Federation: Yes

Murrumbidgee: To be decided

RESOLVED: the RAMJO Board:

- a. considered funding the Southern Lights project into 2020-2021 and deferred this to an opt in/opt out basis for each Council as noted above for the next phase of the project rollout.

Moved by Federation. Seconded by Griffith.

The General Managers Chair Frank Zaknich summarised service delivery will now be RAMJO's budget model moving forward. Each Council will opt into the services (as noted in the budget) they would like to and fund RAMJO accordingly for that service.

RESOLVED: the RAMJO Board:

- b. adopted the draft RAMJO budget for 2020-2021
- c. noted that the audit engagement plan for RAMJO in the FY 2019-2020 is on track

AGENDA ITEM 13 – SUB-COMMITTEE UPDATES:

Verbal updates were provided as below:

BRETT STONESTREET: INDUSTRY, JOBS AND WORKFORCE SUB-COMMITTEE

- The Industry, Jobs and Workforce Sub-Committee last met on 3 February 2020 and resolved to develop a regional development committee with the Community or Economic Development Managers of each Council to be involved.
- The initial focus of this group will include:
 - Scoping whether a regional prospectus (or several) would benefit Member Councils and discussion common potential investors. The scoping will also include a detailed review into the REDS comparison RAMJO undertook in 2019. The group will then report back to the Sub-Committee on any identified opportunities or scope.
 - Forming a relationship with RDA and understanding common outcomes and opportunities to collaborate.
 - As with infrastructure, potentially create a list of 'arts' and 'recreational' Council assets in preparation for any stimulus funding in these categories.

Brett Stonestreet noted that the Sub-Committee was activating the Councils Economic Development Officers to pull together a list of 'shovel ready' community projects (not only roads).

DAVID WEBB: TRANSPORT SUB-COMMITTEE

- The Transport Sub-Committee will meet on Friday 8th May to review the RAMJO Regional Freight Transport Plan and create a set of criteria to develop lists of priority projects, which can be sorted depending on potential funding criteria.
- In addition, the Sub-Committee will discuss whether expanding the scope of the Committee to include wider infrastructure (e.g. water and wastewater) could be beneficial for the Member Councils.

Hay General Manager David Webb requested Councils provide the Executive Officer with a list of the top three shovel ready projects by the end of this week. Noting that these should already be included in the lists provided by Councils a few weeks ago to the Federal Government. The Sub-Committee plan to finalise the Regional Freight Plan as soon as possible and also have the Engineering group up and running again – however this time not only focussed on road but also other infrastructure. David noted that there could be a future opportunity to have a regional project office.

RESOLVED: All Councils to provide the Executive Officer with a list of the top three shovel ready projects by 15 May 2020.

JOHN SCARCE: DIGITAL CONNECTIVITY

- The Sub-Committee was contacted by the NBN Board and Executive when they held their first meeting in a non-capital city (Wagga Wagga) and offered for RAMJO representatives to attend.
- The Board were keen to hear about concerns, anecdotal or with data. RAMJO representatives offered the findings of the RAMJO Digital Connectivity Survey and noted that our regional services were well below industry standards.
- The committee continues to work towards confirming a regional position for digital connectivity.

The Executive Officer attended the NBN meeting in Wagga Wagga with a representative from Leeton Council. The NBN Board noted that the roll out of the NBN is almost complete. The Executive Officer noted that RAMJO is ready to host NBN representatives for a meeting when the Sub-Committee has confirmed a regional position.

14. OTHER WORKING GROUPS

Verbal updates will be provided as below:

FRANK ZAKNICH – GENERAL MANAGERS

- The General Managers met on Friday 17th April 2020 and have been working closely with RAMJO to develop a workplan and an accompanying budget.
- Adverse Event Management Plans and Energy have been identified as a workstream which will demonstrate benefit and efficiency for the Member Councils.
- RAMJO and GMs will continue to work towards providing regional advocacy positions in the face of potential stimulus funding opportunities.
- Other options will continue to be reviewed and scoped further as per the budget discussion.

The General Managers Chair Frank Zalnich summarised the above update points. No questions followed.

DES BILSKE - HEALTH

- On 18th March the RAMJO Health Sub-Committee held a meeting at Jerilderie, chaired by Adam McSwain. This meeting focussed on information sharing between MHLD (Jill Ludford) and RAMJO's outcomes from the original scoping workshops. A detailed briefing on COVID-19 was provided directly to Committee members. Jill is happy to engage with the RAMJO Committee and any members on a regular basis into the future.
- RAMJO Sub-Committee members agreed that the Health Sub-Committee will maintain an advocacy only position and meet biannually.

The updates were noted by the Board.

MURRAY WASTE GROUP (MWG) AND RIVERINA WASTE GROUP (RWG)

Written updates for both Committees were provided. Key points include:

- Understanding and managing COVID-19 impacts (social distancing, cash handling, increased waste traffic at facilities and home kerbside due to home clean-ups occurring).
- Regional waste programs, such as 'Environmentors' (a school based program rolled out annually via RAMJO waste groups) is being deferred due to COVID-19 restrictions.
- NSW EPA are developing a 20 Year Waste Strategy and each waste group has developed a detailed submission on behalf of Member Councils.

The updates were noted by the Board.

SOUTHERN LIGHTS

As detailed in the budget discussion, Southern Lights has completed the LED replacement stage and is moving to the smart sensor component of the project. RAMJO continues to be represented by Albury City Council and the Executive Officer. The uptake of smart sensors including identified benefits will be an individual decision of each Council. RAMJO has participated in the smart sensor tender and has financially contributed to consultants employed on behalf of all Councils involved in the Southern Lights project. Meetings are on a monthly basis and it is expected this component of the project will continue for at least another year.

As above further discussion. Moved by Edward River Second by Federation

OTHER WORKING GROUPS: ENGINEERS, PLANNERS, PROPERTY

All other RAMJO working groups have not convened this year.

AGENDA ITEM 15 – BRIDGETT LEOPOLD – STAFFING UPDATE

- **Office Manager:** The role of Office Manager will move to 50% Project Manager, as this resource has undertaken an extensive amount of work moving the Joint Organisation into a position where all financial records, management and processes are of a high standard and compliant with Local Government requirements. The role continues to require a level of maintenance, however there is some capacity to assist in the delivery of projects and therefore the Office Manager will take on the Energy Audit workplan.
- **Contaminated Lands Management:** the Board agreed to allow REROC and RAMJO to combine resources to drive out the best resourcing and project planning model to deliver on Contaminated Lands Management: Underground Petroleum Storage Systems project and grant funding requirements. A 6 month contractor has been brought on board to revise the project plan, recover the 'project slip' and prepare the position for more permanent recruitment moving forward. The deliverables of the grant agreements are now being met, with reporting to EPA and project milestones now all up to date.

A 2 year contract recruitment process will be undertaken after this initial six month appointment.

- **Regional Waste Manager:** as endorsed by the Board, RAMJO has progressed with recruiting a Regional Waste, Innovation and Sustainability Manager, using excess funds from the Waste Groups. The selection process is almost complete with a contract offer being made to the preferred candidate. The focus of this role in the first instance is:
 - Undertake a regional situational analysis of both waste streams incoming to Council facilities, as well as other waste streams currently heading out of the region. This includes many previous studies and reports which have already been undertaken in the region.
 - Using the analysis to select several detailed feasibility studies and work to develop them into business cases considering RAMJO's unique situation (distance, volume, transport, industry).
 - Proceed with the business cases to advocate for additional funding in either: onsite waste processing, transport to several regional facilities, or investment in new infrastructure.

The Executive Officer summarised the above points. No questions followed.

- **Grant Officer Role:** under the \$150k provided by OLG, one of the requested priorities relating to employing (or sharing an existing Council employee) to work on RAMJO Grants via developing a range of material and identifying grant options and being prepared to submit these applications. RAMJO Executive Officer will continue to work with the General Managers on this matter.

Looking to offer this to offer this to a candidate for the waste manager position.

The updates were noted and endorsed by all.

AGENDA ITEM 16 – GENERAL BUSINESS

Items of general business are invited for discussion.

- 1) Mayor Paul Maytom (Leeton) spoke to letter he wrote to RAMJO Board seeking endorsement by the Board for RAMJO Chairman and Executive Officer to make representations to the Federal and NSW Governments to guarantee water to grow rice in 2020-21.

The Board discussed the letter and the Chair sought the voting member's positions on the recommendation;

Carried Supported the recommendation	Lost Did no support the recommendation
Hay	Berrigan
Leeton	Griffith
Federation	Carrathool
Narrandera	Murray River
	Edward River
	Murrumbidgee

The Chair deferred the motion to the Water Sub-Committee for discussion. Seconded by Murrumbidgee.

RESOLVED: That the motion be reviewed and discussed at a Water Sub-Committee meeting next week.

- 2) Murrumbidgee General Manager John Scarce noted that Transport NSW has been segregated into three divisions (west, south and east) (noting that the Newell to Goondiwindi Highway is now all in the same region). It was also reported that the State Government has a position that road and rail separation should be mandatory, however the Inland Rail project was not necessarily of the same position,
- 3) Murrumbidgee Mayor Ruth McRae requested RAMJO to send a thank you letter to Murrumbidgee Local Health District (MLHD) to thank the Department for enabling mobile testing clinic for COVID-19 in regional and rural areas. Seconded by Neville Kschenka.

RESOLVED: That RAMJO will send a letter of appreciation to Murrumbidgee Health for their work in the community during the Covid-19 Pandemic.

- 4) Des Bilske will replace Adam Mc Swain as the RAMJO representative on the Murray Regional Tourism Board.

MEETING CLOSE

There being no further business, the RAMJO Board meeting concluded at 12:50 pm.

CONDITION & COMPLIANCE ASSESSMENT OF SPORTIES HEALTH & FITNESS CENTRE

Dennis Hunt and Associates Pty Ltd

Asset Management and Local Government Engineering Services

October 2019

2/1 Quist Court, Dandenong South, Victoria, 3175
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1.0 INTRODUCTION

Dennis Hunt & Associates Pty Ltd was appointed by Sporties Barooga in October 2019 to undertake a technical condition and compliance assessment of the following:

SPORTIES HEALTH & FITNESS CENTRE, Snell Road, Barooga, NSW.

Scope of the Project

The study seeks to assess the current condition and compliance of the facility, identified from visual inspection and on-site measurements. The following provides details of the project:

- A thorough condition assessment of the building, including the indoor swimming pool, basketball court, car park and site based on a walk-through visual inspection and discussion with operator staff and service contractors.
- Determine contingent maintenance liabilities and costed maintenance and programs to bring the assets up to a standard commensurate with community expectation and industry best practice.
- An assessment of compliance standards against our DHA Check Lists for disabled access/facilities & the Building Code of Australia.
- Collection of all relevant information, including estimated maintenance costs to allow the formulation of a five-year maintenance/renewal, cyclical maintenance and capital recommendations.
- A comprehensive summary report on the findings and recommendations of our survey.

The site survey and this report was undertaken by:

Noel Howard, CPEng, Registered Building Practitioner
(Senior Consulting Engineer, Dennis Hunt & Associates Pty Ltd).

2.0 METHODOLOGY

Condition Assessment

To achieve the project requirements, a questionnaire was forwarded to the client representative to establish the actual or estimated age of the building, pools, and plant components along with any previous or ongoing maintenance issues with the facility.

Discussions were held on-site with client representatives, to ensure all spaces could be accessed and inspected and to develop an understanding of current known operating conditions and any future development proposals.

The inspection was based on a visual, non-destructive survey of all visible components. Photographs were taken of current conditions and general plant installations.

Condition & Compliance Assessment – SPORTIES HEALTH & FITNESS CENTE

The study seeks to identify the following:

- Estimation of construction dates (actual or estimated), age and life of components and plant.
- Identification of plant makes/models and prioritization of all relevant components requiring ongoing maintenance or rehabilitation.
- Allocation of condition ratings for each component.
- Preparation of costed and prioritized maintenance over a five-year period.
- Recommendations of capital costs associated with improvements to the facility such as alternative pool plant and improvements to the fabric of the building along with costs associated with operator and public safety.

The following were not included as part of the condition assessment although recommendations have been made for further investigations where deemed to be required:

- Pool and pipe work leakage investigations such as underwater inspections or dye testing and pipe pressure testing.
- Structural integrity testing of concrete pool shells.
- Load testing of basketball rings
- Circulation turnover capacities or pool water testing.
- Asbestos and hazardous materials assessment.

The site inspections were undertaken between the 23rd and 25th October 2019. At the time of the inspections, all facilities were in operation with the exception of the sauna, toddler pool and spa. Access to the roof was also provided.

Compliance Assessment

The facility was assessed for compliance against the following standards, codes and guidelines:

- Compliance of building and pool to AS1428.1-4, Design for Access & Mobility.
- Assessment against the deemed to satisfy provisions of the Building Code of Australia (BCA).

An assessment was made of the plant room against industry requirements and safe conditions for the operator along with an evaluation of the risks to public safety.

Design Documentation & Previous Investigations

No construction/design plans of the facility including mechanical, electrical, pool plant or underground pipe work were available as part of this assessment, hence locating and assessing components was reliant on the visual survey and discussions with various facility staff and servicing contractors to establish the approximate age and issues with components and plant.

Other than the response to our questionnaire issued to the facility operator, there were no reports or any previous assessments available including OH&S, disabled access, handling of dangerous goods, etc.

Data Collection

All collected data has been downloaded on to our **DHA Aquatic & Leisure Centre** database (prepared from Microsoft Access) which has been programmed to provide reports on all aspects of the condition and compliance recommendations, asset details and cost estimates. These reports are included in the Appendix.

The following asset components were visually inspected as part of the audit:

a. Pool Structures

- Pool shells
- Pool edging and tiling
- Skimmer boxes
- Concourse, pavements and surrounds
- Pool furniture and equipment (ladders, handrails, steps, pool blankets/reels & winder, seating and signage, etc).

b. Water Treatment and Specialist Plant and Equipment

- Chlorination system, dosing pumps, dosing controls and chemical storage
- Filtration systems
- Pumping systems including pipe work (where visible)
- Solar heating systems (collectors, pumps and controls)

c. Mechanical and Electrical

- Lighting, floodlighting and power outlets
- Electrical and mechanical switchboards and controls
- Exit & emergency lighting
- Electrical solar system
- Communication, emergency and security systems
- Air conditioning systems, heaters and boilers
- Fans and exhaust fans.

d. Hydraulic and Fire Services

- Fire services (hydrants, hose reels and extinguishers)
- Firesets (diesel generator pumps and jacking pump)
- Fire tank and bowsers
- Hydraulic installations including taps, showers, sinks, basins, cisterns, pans and urinals.
- Gas installations including boilers and hot water services.

d. Buildings and Site

- Interior and exterior walls
- Windows and doors
- Ceiling claddings
- Floors, floor coverings and coatings
- Fixtures and fittings
- Roofing and roof spaces (where accessible)

Condition & Compliance Assessment – SPORTIES HEALTH & FITNESS CENTRE

- Structural wall and roof framing
- External fences and gates
- Pavements including car park.

The maintenance recommendations in this report relate to programmed, preventative and cyclical maintenance and do not include allowances for ongoing reactive/ unspecified or operator maintenance associated with daily inspections and testing or repairs for incidental damages and breakdowns to the building, site or plant or costs of consumables, chemicals, power, gas, water, etc unless specified. No allowance has been made for staffing or operation of the facilities.

All estimated costs are based on October 2019 estimates and provide for implementation by licensed and trade contractors, with no allowances for CPI or GST adjustments and exclusive of professional documentation, supervision or management fees.

No allowance has been made for commercial loss where recommendations requires closure of part or all of the facility.

Acknowledgment and Clarification

Dennis Hunt & Associates would like to thank Mr Matt O'Dwyer, Mr Justin Speirani and Mr Terry Vogels from Sporties Barooga for their kind assistance with the survey and providing operational details and response to the questionnaire.

The recommendations in this report are not intended to reflect on the ability of the operator to manage the facility or sufficiently budget for its operation. Our recommendations are generally based on best practice, compliance with public swimming pool guidelines, current industry regulations and comparison with other public aquatic and leisure facilities surveyed by our auditors over the past twenty-four years and our experience with the operational management of public swimming pools and leisure centres.

3.0 CONDITION & COMPLIANCE REPORTS

The results of the survey have been collated and information entered into our standard inspection sheets and downloaded to the database to enable information to be extracted for the maintenance schedules and reports.

Reports including maintenance and compliance programs have been compiled on various fields in the database.

These reports include:

- **TABLE 1** – Five-Year Maintenance Schedule
List of maintenance/renewals for components of the buildings, pools and plant within the five-year period. Year 1 of the program is 2020.
- **TABLE 2** - Urgent Maintenance
List of all maintenance recommendations that require immediate action.
(Note: costs identified in the Table 2 program are included in Year 1 of Table1)
- **TABLE 3** - Cyclical Maintenance Schedule
List of all cyclical maintenance recommendations, ie: maintenance that is required to be performed more than once over the five-year period including plant servicing.
- **Data Sheets**
Full data on the condition of all components.
- **Capital Upgrades**
List of all recommendations associated with capital upgrades and improvements to the facility.
- **Disabled Access & Facilities**
Capital upgrades associated with compliance with DHA Disabled Access & Facilities Check List and the premises standard.
- **BCA**
Capital upgrades associated with compliance with the Building Code of Australia DHA Check List. The assessment excludes Section J of the code.

4.0 CONDITION ASSESSMENT

The findings of our condition assessment are summarized in the following section.

4.1 SUMMARY OF THE FACILITY

Building & Site

The facility was constructed in 1991 with refurbishments to the interior of the foyer/reception and administration office undertaken in 2013/14. The facility incorporates the following:

- Indoor 25-meter swimming pool, toddler pool and spa pool.
- Indoor basketball court
- Gymnasium (ground floor)
- Aerobics Room, cardio gym, viewing area & toilets (first floor)
- Change rooms including disabled sanitary and shower
- Creche & toilet
- Assessment Room
- First Aid Room & toilet
- Reception and administration offices
- Plant room
- Air handling enclosure
- Chemical storage room
- Storerooms

A separate brick enclosure for the fire pumpsets along with diesel tank, jacking pump and controls, external fire storage tank and bowsers is constructed to the south of the building and provide water for the internal fire hydrants and hose reels and external hydrant.

A large asphalt car park to the east side of the building along with a car park to the north side is shared with a bowling club. Public access is off Snell Road.

From our visual walk-through inspection there was no evidence of loss of structural integrity to the building with little signs of wall cracking, foundation or floor subsidence. Whilst there is a minor roof leak over the office area and some damage to the east elevation veranda lining, the roof is generally watertight and draining to the stormwater system. A section of west elevation fascia gutter and two downpipes appears to have been impacted from previous leakage from the pool solar tubing/pipework.

Exterior components of the building including walls, roof, windows and doors are generally in good condition given the age of the facility. Concrete and clay paver paths are generally in good condition. Sections of the asphalt car park and entry requires crack sealing.

Interior components including painted walls and ceilings are generally in very good condition throughout and are well maintained. Whilst the perforated ripplefoil ceiling over the pool is dented, it is still serviceable. Floor coverings including carpets, vinyl and tiling are generally in good condition, however the granulated rubber flooring to the pool

concourse and communal shower passage is delaminating in places due to splitting of the seams and requires frequent ongoing repairs. Whilst some of the previous repairs have not proved successful, it is recommended that repairing with the correct material be continued as the rubber surface has further life and replacement will be expensive. The stained quarry tiles to the pool edges can be stripped and painted with a suitable epoxy coating to improve appearance.

The coated timber floor to the basketball court requires recoating due to excessive wear to the goal areas and adjacent to the court exit doors. The court surface appears to be laid on concrete as there is no subfloor ventilation. Court line-marking is in good condition.

There is evidence of delamination of small areas of ceramic wall tiles within the change rooms. Terrazzo toilet and shower partitioning, vanities, basins, toilet pans and cisterns are generally in good condition with some tap replacements required.

Electrical Services

The electrical service is supplied from an underground supply to the main electrical ACB switchboard located in the assessment room with power distributed to two internal ACB/RCD distribution switchboards located within a storeroom and the plant room. The three switchboards are currently thermal image tested and RCD's tested annually.

Lighting installation has been more recently upgraded with LED fittings to the pool hall and basketball court along with newer fluorescent fittings to the gymnasium, first floor rooms, change rooms and administration offices. Remaining lighting and exhaust fans are original and recommended for upgrade in the short term. Some pole mounted sphere lights to the car park and entry road are missing or damaged.

Emergency lighting is installed to most spaces of the building and illuminated exit signs installed to the required exits, all in good condition and currently inspected, tested and logged 6 monthly to code.

Roof mounted electric solar panels in excellent condition are installed on the main upper level roof. An allowance for cleaning of panels and electrical testing of the invertors has been allowed in the program.

Inspection, testing and logging of exit and emergency lighting, thermal testing of electrical switchboards and RCD's is undertaken as part of a preventative maintenance arrangement by Cobram Electrical & Data.

Fire & Hydraulic Services

Fire services consist of four signed and tagged internal fire hose reels, three fire hydrants (unequipped) and one external hydrant along with the external bowsers, fire booster pumpset, batteries, etc. Servicing of the fire pumpset is undertaken monthly to code.

All internal fire hose reels are tagged to code and housed in cabinets, along with the ground floor hydrants. A single fire hose reel is installed to the first floor. The cabinets are signed as Fire Hose Reels. The cabinet to the basketball court is damaged and requires new doors and latch.

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Fire extinguishers are also mounted, signed and tagged throughout the building, however dry chemical extinguishers are recommended to be mounted adjacent or close to the electrical switchboards (refer BCA Check List). Inspection, testing and tagging of the hydrants, hose reels and extinguishers are undertaken six-monthly to code.

All fire services are tested and maintained to code by Blaze Essential Services in Moama.

Hot water is supplied from 3 no. recently installed gas instantaneous units mounted to the rear west elevation wall. If there are ongoing issues with the capacity of these units for peak demand hot water for the change room showers, consideration should be given to installing a Rinnai Demand Duo storage tank. The linking of instantaneous water heaters to a storage tank allows for short periods of peak hot water use that are greater than the continuous flow rate the water heaters can achieve on their own. Consideration should also be given to installing a rainwater harvesting tank to supply water to the change room toilet cisterns.

Mechanical Services

Heating and cooling are provided to the building as follows:

- Rotary heat wheel with fresh air intake is ducted to the pool hall (installed 1991). We were advised that the controls are required to be upgraded although this could not be verified with Cobram Electrical & Data in the time of this report.
- Roof mounted Apac air conditioning heat pump ducted to the ground floor gymnasium (installed 2000) which is recommended for replacement in the short term.
- Various wall mounted split system air conditioners in good condition to the administration offices, assessment room and creche. A ceiling mounted cassette unit in good condition to the foyer and roof mounted condensers is believed to have been installed in 2013/14.
- Older model wall mounted RAC units to the first floor are at the end of their useful life and do not provide fresh air to the cardio gym and aerobics room. Consideration should be given to installing a new roof mounted ducted unit with fresh air intake, similar to the Apac unit when the existing unit is to be replaced. Refer Capital Program.
- Radiant bar heaters to the east end of the pool hall for spectators and in the creche.
- A roof mounted evaporative cooler to the creche is no longer in use.
- Older model domestic exhaust fans are installed to the toilets and change rooms and recommended for upgrade in the short to medium term.
- There is no heating or cooling to the basketball court and the steel upper walls to the court are not insulated. We were also advised that there is no insulation to the roof. Thermal insulation of the basketball court walls should be considered if internal conditions are too hot for the occupants (refer Capital Program).

The air conditioning installation is maintained by RBR Refrigeration Services on a quarterly basis under a preventative maintenance contract. An additional budget is required for parts and reactive/breakdown works.

Pool Plant

From our inspection together with discussions with staff and the service contractors, the following is noted:

- Chlorination of the pool water using bulk sodium hypochlorite using an older model Prominent hypo dosing pump and Chemigem chlorine/ph controllers which depends on operation and suction of the circulation pumps.
- Manual dry sodium bisulphate along with acid dosing is used for ph control of all pools with separate controller for the spa pool.
- The 25-metre, toddler and spa pools are fully tiled, and we were advised that there is no evidence currently of leakage from the pools or pipework. Pool water is level with the pool edging with no signs of shell settlement although there is some variation in the soiled water flow via the skimmer boxes.
- Pool pipework is PVC for both supply and return lines to the pools and within the plant room. Exposed pipes and valves are unlabelled.
- Filtration to the pools is from 7 no. Astral FG series and Onga P33 sand filters predominantly five years or older, which have been re-sanded over the past two to three years. Two filters have been decommissioned.
- Pool water circulation is provided from 7 no. Astral Viron P600 eVo pumps to the 25-metre and toddler pool and separate pipework and pump to the spa pool. All pumps are believed to have been installed five years ago.
- Heating is provided from Raypak gas fired boilers, within the plant room, for pool water heating supplemented by roof mounted solar collectors, with a solar pump and controller installed for the 25-metre and toddler pools installed around 2016 and to the spa pool some five to ten years ago.
- We were advised that there is no backwash storage tank located on the site and the pool water is backwashed to sewer.
- There is no chemical vehicle containment external to the sodium hypochlorite store to safely capture chemical spillage during filling.
- The plant room encloses all filters, pumps and boilers along with the dosing controls and an un-banded acid container within a very small space restricting access to plant especially the pumps. Consideration should be given to mounting the filters externally to free up space within the plant room. We understand that the plant room is to be reconfigured as part of replacement of the boilers which is due to be undertaken shortly but have not sighted plans for this work.
- Two air blowers are installed in a storeroom adjacent to the spa pool. The massage blower requires replacement.
- To improve chemical dosing of the pools it is recommended that consideration be given to replacing the older model Chemigem DM52 and DM55 units and installing the following:
 - New Prominent Dulcometer dialog 500 ph/free chlorine controller along with new hypo dosing pump and acid dosing pumps for the 25-metre and toddler pools.
 - New Prominent Dulcometer dialog500 ph/Bromine controller along with new bromine dosing pump and tank.
 - Continue with manual dry sodium bicarbonate dosing for ph control

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In summary, the facility is generally well maintained with good presentation, modern fit-out and good natural lighting. The reception/foyer, change rooms, assessment room and offices are modern and present very well.

Recommendations for ongoing maintenance and repairs are included within the maintenance programs (Tables 1-3) along with some recommendations for future improvements within the Datasheets - Capital Program attached to the Appendix.

5.0 MAINTENANCE SUMMARY

The following provides an explanation of the various maintenance parameters incorporated in the condition survey and the database:

Condition Factors

Condition Factors have been allocated to each component to establish the level of rehabilitation required and associated costs. The condition factors can also provide a subjective comparison of the condition of each facility.

Condition Factors

Asset Condition	Asset Condition Factor
Excellent	5
Good	4
Average	3
Fair	2
Poor	1
Unserviceable	0

Maintenance Programs

Maintenance Year: Maintenance rehabilitation and repairs are recommended to be implemented as part of the *Five-Year Schedule* or the *Cyclical Schedule*.

Maintenance recommended in the *Five-Year Schedule* are given a maintenance year of 1 to 5, whilst cyclical works are given a frequency period from yearly, 2 yearly, etc.

Maintenance Life: Denotes the maintenance life of the component and the year at which the cyclical repairs should commence. For example, maintenance identified as 3 yearly and an expected maintenance life of 2 will require the maintenance to be performed in year 2 and again in year 5.

Quantity and Costs: Quantities included in the data base are approximate and are required for the formulation of estimated costs and are based on the visual inspection at the time of the survey.

Condition/Serviceing Requirements: Condition assessments have been made and included on the data sheets detailing building components, which are either:

- Satisfactory (noted as OK) or
- Have a condition fault (requiring rehabilitation) or
- Have a limited life (requiring replacement) or
- Require servicing (generally to mechanical / electrical plant and fire services)

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Asset components or plant assessed as faulty or are nearing the end of their useful life have been recommended for rehabilitation or replacement in the appropriate *Maintenance Year* and servicing recommended on the basis of a defined frequency in the *Cyclical Period* depending on the following factors:

- Performance and/or structural integrity of the component
- Public safety
- Retaining the expected life of the asset.
- Aesthetics (if these are important to patronage).

Public swimming pool and leisure centre facilities need to be maintained at a high standard to ensure safe conditions and supervision of users at all times along with safe working conditions for the operator.

Operators need to ensure that components of the facility are inspected periodically to ensure damaged components such as cracked or loose tiles, damaged, subsided or cracked floor coverings, pavements, sharp protrusions, raised pits/covers, loose connections to fixtures and equipment, potential slip/trip hazards and toe entrapments are made safe as soon as possible.

Summary of All Maintenance Costs

YEAR	Total Costs Five-Year	Total Costs Cyclical	Total Cost By Year
Year 1 (2020)	\$117,650.00	\$45,450.00	\$163,100.00
Year 2 (2021)	\$12,400.00	\$46,850.00	\$59,250.00
Year 3 (2022)	\$9,300.00	\$44,550.00	\$53,850.00
Year 4 (2023)	\$3,000.00	\$43,950.00	\$46,950.00
Year 5 (2024)	\$32,000.00	\$52,750.00	\$84,750.00
TOTAL ALL MAINTENANCE			\$407,900.00

CYCLIC PERIOD	Year 1	Year 2	Year 3	Year 4	Year 5
Monthly	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
6 Monthly	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00
Quarterly	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00
Yearly	\$21,850.00	\$22,450.00	\$22,450.00	\$22,450.00	\$22,450.00
3 Yearly	\$12,800.00	\$10,300.00	\$6,600.00	\$12,800.00	\$10,300.00
5 Yearly	\$0.00	\$800.00	\$0.00	\$0.00	\$0.00
6 Yearly	\$3,100.00	\$5,600.00	\$7,800.00	\$1,000.00	\$12,300.00
Sub Total	\$45,450.00	\$46,850.00	\$44,550.00	\$43,950.00	\$52,750.00

Notes:

- Cost estimates shown above is a summary of recommendations detailed in Tables 1-3.
- Estimated preliminary costs are based on October 2019 prices with no allowance for GST, CPI adjustments, preliminaries, builder's margin, supervision or design documentation;
- *Five-Year Maintenance* costs (Table 1) includes all *Urgent Maintenance* costs in Year 1 (2020);
- The above total estimated maintenance represents a budget allowance of approximately \$82,000.00/annum spread evenly over the five years.

6.0 DISABLED ACCESS AND FACILITIES ASSESSMENT

Our site inspection includes an assessment of the following key requirements for disabled access and facilities based on our DHA Check List:

- existence of designated disabled persons car space(s)
- distance of the car space(s) to the entrance of the building
- existence and slope of internal and external ramps, walkways and step ramps to the entrance, between internal spaces and from the change rooms to the pool deck
- stairs and thresholds which inhibit access to or within the building
- provision of nosing strips and tactile indicators to stairs and ramp landings for the vision impaired
- doorway widths and latch type and height
- circulation spaces and passageways dimensions
- existence of disabled sanitary compartments, disabled shower facilities, their dimensions, componentry and signage
- disabled access to the pool water
- public reception, cashier counter provisions
- restriction of turnstiles at entrance and exits.

Key legislative requirements associated with disability access are:

- DAPS - Disability (Access to Premises – Buildings) Standards 2010
- NCC/ BCA - National Construction Code / Building Code of Australia, as it applies to disability access in new buildings or existing buildings undergoing significant refurbishment or alterations.
- AS 1428.1-4 Design for access and mobility – General requirements for access –New building work (including Amendment 1 – 2010).

The Disability (Access to Premises) Standards 2010 is used for determining the disability access requirements for buildings. Any application for a building approval for a new building or upgrade of an existing building will trigger the application of the Premises Standards.

The purpose of the Premises Standards is:

- To ensure that dignified, equitable, cost-effective and reasonably achievable access to buildings, and facilities and services within the buildings, is provided for people with disability, and
- To give certainty to building certifiers, developers and managers that if the Standards are complied with they cannot be subject to a successful complaint under the DDA in relation to those matters covered by the Premises Standards.

Legislation

Disability Discrimination within the Built Environment:

The Disability Discrimination Act - DDA- 1992 (Cth) was enacted in 1993 and requires access be provided to buildings and to all facilities and services operating from them, unless to do so would impose an unjustifiable hardship. Section 23 of the DDA makes it unlawful to discriminate against a person with a disability in relation to access to or use of

premises. Whilst this section stipulates that it is unlawful it does not provide information or references to people responsible for buildings to assist them to design, construct or manage buildings in a way that do not discriminate.

The introduction of the Disability (Access to Premises - Buildings) Standards Legislation in 2010 and adoption of this by the National Construction Code (NCC)/ Building Code of Australia (BCA) in 2011 has resulted in objective measures by which the owners and developers of buildings are better able to meet the objectives of the DDA by meeting the requirements of the Disability (Access to Premises - Buildings) Standard and NCC/BCA. The DAPS effect all new developments; areas of new works and sections of existing developments that have enacted certain triggers during any new works where building approval is required.

The DDA is a complaints-based legislation, which is administered by the Australian Human Rights and Equal Opportunity Commission (HREOC). For any built environment the key requirement of the DDA is to ensure functionality, equity and independence of movement by people with disabilities, their companions, family members and care givers.

An environment that is technically compliant to the current NCC/BCA and Disability Access to Premises Standard can maintain a DDA complaint risk if the elements of equality, independence and functionality remain compromised within an environment. Three primary areas in which this may occur are:

1. The manner in which that environment is fitted out and operated. Notable exclusions to the National Construction Code – Building Code of Australia (NCC/BCA) and Access to Premises 2010 relate to the fitout and operation of an environment. The detail and placement of joinery, furniture, goods and equipment can potentially impede access for users as can operational plans within an environment (such as emergency evacuation plans) that overlook the requirements of individuals with accessibility requirements. The Audit report by Architecture & Access has included identification and recommended action for fixed fitout items.
2. As the DDA is about more than the physical infrastructure, compliance also requires provision of reasonable adjustment to ensure any person is able to equitably, functionally, and independently access the goods and services provided by the relevant organization within the built environment.
3. Disability as defined within the Disability Discrimination Act (1992), articulates disability to be more encompassing than is assumed by many individuals. Disability is inclusive of physical, intellectual, psychiatric, sensory and neurological. This definition also covers physical disfigurement and the presence of disease-causing organisms, such as HIV. The Act also determines disability as a fluid entity, that is a condition that currently exists, existed in the past, may exist in the future or is assumed to have. So, whilst the built environment may address the needs of those with "observable" conditions, individuals with "hidden" disabilities may experience difficulties.

The following is a summary of the legislative implications for different types of built or building environment scenarios. Whilst some implications are straightforward to document based on current legislation and triggers these summaries are guidelines only as each specific situation is unique.

Works associated with sites that have multiple buildings; multiple classes of building; are planning/completing extensive works, are influenced by heritage classifications or are

located in particularly challenging locations may be subject to such variation. In many of these cases the discretion of the building certifier associated with the new works will determine the level of compliance and triggers that will be relevant for each particular site.

Building Scenario's & Technical DDA Requirements:

Existing Buildings where there are no planned building works:

Any existing building is at risk of a DDA complaint if equity, functionality and/or independence are impacted upon for a user. If a complaint is lodged amongst other factors are considered relative to the existing environment.

Existing Buildings where a new part or extension of less than 50% volume is being added to building:

There is a requirement for the new part or extension to comply with the technical elements of the Access to Premises Standard including applicable Australian Standards. Any new work to an existing that requires application for a building permit triggers a requirement for the "affected part" of the building to be upgraded. This means the principal entrance of the existing building and a path of travel between the principal entrance and the new part are required to be upgraded to comply with the Disability Access to Premises Standards requirements.

If the total works proposed along with any building works authorized within the last 3 years represent less than 50% of the volume of the building, there are no further requirements for upgrade to Premises Standard compliance.

Existing Buildings where a new part or extension of more than 50% volume is being added to a building:

There is a requirement for the new part or extension to comply with the technical elements of the Access to Premises Standard including applicable Australian Standards.

Any new work to an existing building that requires application for a building permit triggers a requirement for the "affected part" of the building to be upgraded. This means the principal entrance of the existing building and a path of travel between the principal entrance and the new part are required to be upgraded to comply with the Disability Access to Premises Standards requirements.

Further to this, if the proposed building work, along with any building work authorized or undertaken in the 3 years prior to the development application together represent more than 50% of the volume, the Consent Authority, as part of the Development Application process, have the discretion to require that the building, in its entirety, be brought into part of full compliance with the NCC/BCA, inclusive of the access requirements.

Whilst the findings of this assessment have been based on the basic requirements of the code, the client should review these recommendations in conjunction with the current and future requirements of the BCA, the client's long term objectives with the provision and rationalization of the services operating from the facility, proposed capital improvements to the facilities and the implementation of the DDA Action Plan.

Summary of the Assessment

Sanitary and Shower Facilities for the Disabled

Disabled sanitary and shower facilities complete with correct componentry such as grab rails, hand basins, tactile/symbol signage, shower seat, etc are recommended to be provided within the building additional to the standard sanitary and shower cubicles.

The facility generally complies with the code requirements with the provision of two accessible disabled sanitary/shower compartments (one for the dry and one for the wet areas) along with a family/disabled change room. Some componentry requires attention.

Accessible toilets are specifically designed to provide enough space to accommodate wheelchair access and assistance when transferring from wheelchair to toilet. Accessible toilets include features such as lower mirrors and washbasins, contrasting toilet seat colour, grab rails and braille signage.

Ambulant toilets are specifically designed for those with ambulant disabilities that do not require the extra space that is provided by accessible toilets. Primarily, they are for those that do not require the use of a wheelchair, for example, those with sensory loss, arthritis or require the use of a walking frame.

In addition to standard sanitary cubicles, an ambulant disabled sanitary compartment is recommended. There is no ambulant sanitary provision however this can be partly provided by installing an additional rail to the family/disabled change room pan. Correct symbol/Braille signage adjacent to the disabled compartment doors are recommended.

Access Ramps, Stairways, Walkways and Car Spaces

Exterior access walkways to the main entrance of a facility should provide continuous accessible path of travel for disabled persons. Similarly, the pathways leading from the change rooms to the pool deck or other public spaces within the facility should also provide a continuous accessible path of travel.

Where ramps are installed, the gradient of the ramp is required to comply with code requirements and in some cases, depending on the ramp gradient, require the installation of handrails. Stair tread and riser dimensions are required to comply with details of the code. Tactile indicators are required at the top, base and landings of all stair and ramps for the vision impaired.

A designated disabled person's car space is recommended within 60 meters of the entrance in accordance with the code at a ratio of one space to every 100-standard off street car spaces.

All doors accessible to the public are recommended to be a minimum 850mm in width and fitted with lever type door handles. Most standard toilet and shower cubicle doors are generally below the width requirement.

The access from the car park to the main east elevation entrance of the Barooga facility is via a paved walkway set at a slight gradient and complies with the code. A non-

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compliant entrance step ramp with a gradient of 1 in 4 is recommended to be replaced with a step ramp set at a gradient of less than 1 in 8 with a maximum length of 1520mm.

Whilst tactile indicators are provided at the east entrance steps for the vision impaired there are no indicators installed to the internal stairs leading to the upper level.

Designated and signed car parking for the disabled is provided to the car park and within 60-metres of the entrance with a width of 2800mm. The following is required:

- Dedicated space which is 2400mm wide and 5400mm long.
- A marked shared space and high contrast bollard (a minimum of 100mm diameter and at least 1300mm high) next to the parking space so that people can safely unload a wheelchair and transfer across to it.
- The shared space can be located between two accessible parking spaces.
- Clear, yellow, slip resistant line markings around the space and an International Symbol of Access on the space

The internal stairs leading from the basketball court to the upper level spaces generally comply with the code although the west end stairs are open riser with tread and riser dimensions which do not comply. There are no painted strips to the stair nosings (or tactile indicators) for the vision impaired.

The only means of access to the upper level is via stairs. The BCA requires access for people with disabilities "to and within all areas normally used by the occupants". Despite the requirements of the Premises Standard and the building code, access to the upper level spaces currently used as a gym and aerobic purposes should be available for the disabled. We have found that most public leisure facilities that we have assessed are providing either a disabled lift or stair lift into existing buildings to ensure non-discriminatory access to all spaces normally used by the occupants.

Receptions/Cashier

The public reception/cashier counter requires to be designed to provide a customer interface that is accessible and useable for the disabled. Entrance receptions need to provide a clear accessible route to a low height public counter at the reception/cashier point, free of turnstiles and narrow gates. A section of low height counter set at a maximum of 870mm above the floor is required together with low level signage.

The reception counter within the foyer has a low 740mm high section of counter but has no reception sign beneath.

Door handles, glazing and openings

Provision of lever or downward action door handles set within 900-1100mm of the floor are recommended. All doors accessible for the public are recommended to have a width no less than the 850mm.

A disabled sanitary/shower compartment has a doorway of 810mm width. Most door handles are within the 900-1100mm range although the creche entry door has a knob handle set at 1600mm above the floor to restrict child egress. Similarly, the gates to the spa and toddler pool are set higher than 1100mm.

Glazed doors, where they exist, generally comply with the code although a number of internal half glazed timber doors have the lower edge of the glass set above 1000mm and there are no visual contrasting decals to the full height glazed doors (or the side panels).

Swimming Pool Access

Public pool facilities are recommended to provide access for the disabled into the pool water through the provision of ramps or hoists in accordance with the code.

A fixed hoist is provided to the side of the 25-m pool and a mobile hoist is stored in the family/disabled change room.

Whilst there is a support rail to the south side of the pool hall, there is no support to the perimeter of the pools other than the edge tiles.

Details of specific requirements are shown in the Disabled Access & Facilities Check List attached to the Appendix.

7.0 BCA Assessment

The building has been assessed against the deemed to satisfy provisions of the Building Code of Australia (BCA).

It should be noted that general compliance with the Building Code of Australia, with the exception of the maintenance of Essential Services, is not required where the building has been constructed to either the UBR (Uniform Building Regulations) or VBR (Victorian Building Regulations) or earlier codes, unless the building is altered or extended. Nevertheless, compliance with the current standards is desirable and is required if the operator is to proceed with further alterations to the facilities which require a building permit.

The building assessed as part of this project is a Class 9b, Type B construction (rise in storey of 2).

Essential Services Maintenance

Building owners are required under the *Building Act 1993* and Part 11 of the Building Regulations 1994 to:

- maintain records of maintenance checks
- complete an *Essential Services* report in accordance with regulation 11.6, before each anniversary of the date of occupancy permit or determination under regulation 11.4 and
- keep all *Essential Services* reports of maintenance checks on the premises (or at the operator offices) for inspection by the municipal building surveyor or chief officer at any time on request.

The building owner or a nominated service contractor shall be required:

- to ensure that maintenance of all *Essential Services* within the building is undertaken in accordance with all *Standards* and *Codes*
- to undertake inspections and maintenance of all *Essential Services*
- as part of their role in reporting and recording procedures detailed, to ensure that records (log sheets) of all *Essential Services* maintenance are correctly updated and kept at each nominated building Site
- provide reports and statements to the Building Surveyor.

The BCA DHA Check List attached to the Appendix details the broad status of the facilities in relation to building compliance.

Summary of the Assessment

The building has sufficient width of egress for the number of people in occupation. In summary the following general requirements at the facility to comply with the BCA include:

- Ensure all glass doors are fitted with Grade A safety glass and are labeled to AS1288 – Glass in Buildings. No labels (decals) are fixed to the glass doors or side panels

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leading from the foyer to the basketball court or the door between the reception and the offices. It is recommended that all glazing be checked as Grade A safety glass and full height glazed doors and side panels fitted with self-adhesive decals/motifs to AS1288.

- The building complies with respect to the number, height and widths of exits with all exits discharging clear of obstructions using downward action door handle, without the use of a key and opening in the direction of egress.
- There are no internal or external ramps to the building with a step ramp at the main entrance.
- Tread, riser and handrails to the east end stairs generally comply, however the risers to the west end stairs exceed 125mm.
- Balustrades to the upper level viewing area complies with a height of 1200mm with the openings to the balustrade less than 125mm.
- The roof access ladder complies with AS1657 however an additional ladder between the lower and mid roof (over the pool hall) is recommended for safe maintenance access. Additional safe access walkways are also recommended.
- Fire services including the internal and external hydrants and internal hose reels generally comply and provide correct coverage. Fire extinguishers are mounted, signed and tagged to code requirements. Dry chemical extinguishers are recommended to be mounted adjacent or close to the existing electrical switchboards.
- Emergency lighting is installed within most public accessible spaces of the building and illuminated exit signs are installed to all "required exits". All exit and emergency lighting are inspected, tested and logged to code requirements.
- Sufficient sanitary facilities are installed for male, female and disabled occupants. Toilet partitions extend to the correct height with doors opening or removeable.
- Room heights generally comply with the code.
- Natural ventilation is generally provided from opened doors or via mechanical ventilation.
- There are no refrigerated chambers or kitchen opening onto a public dining space.

8.0 Estimated Strategic Maintenance, Capital & Compliance Costs

Component	Total Preliminary Cost Estimates
Maintenance	\$407,900.00
Capital Program	\$324,000.00
Disabled Check List recommendations	\$118,900.00
BCA Check List recommendations	\$1,700.00
Total (Five-Years)	\$852,500.00

Notes:

- The above maintenance, capital and compliance costs exclude allowances for CPI & GST adjustments, design/documentation, preliminaries, builder's margin and supervision. A budget should also be allowed for reactive maintenance such as incidental damages, breakdowns and vandalism.
- Cost estimates exclude operating costs (power, water, waste, gas) and consumables and operator costs.

APPENDIX

PHOTOGRAPHS



Photo 1

Sporties Health & Fitness Centre Assessment 2019

View of the east entrance elevation of the facility showing asphalt car park and designated disabled person car spaces adjacent to the entrance. External brickwork and steel wall and roof cladding are generally in good condition for their age.



Photo 2

Sporties Health & Fitness Centre Assessment 2019

View of the south elevation of the basketball court showing unpainted brickwork and colourbond steel cladding along with steel clad exit doors in good condition.



Photo 3

Sporties Health & Fitness Centre Assessment 2019

View of the south elevation exterior to the administrative office and paved pergola area. Roof mounted split system condensers shown over the office and reception. A section of fascia board adjacent to the pergola is rotted.



Photo 4

Sporties Health & Fitness Centre Assessment 2019

View of the west elevation to the exterior of the change rooms, plant room and basketball court store. Timber fascia requires repainting.



Photo 5

Sporties Health & Fitness Centre Assessment 2019

View of the exterior of the plant room showing more recently installed gas instantaneous units, air intake to the rotary fan wheel and the pool plant room.



Photo 6

Sporties Health & Fitness Centre Assessment 2019

View of the north elevation showing walls and aluminium windows in good condition exterior to the pool hall.



Photo 7

Sporties Health & Fitness Centre Assessment 2019

View of the east entrance showing stair with nosing delineation and tactile indicators. Brick planters and ceramic tiling all in good condition.



Photo 8

Sporties Health & Fitness Centre Assessment 2019

View of a small step ramp at the main entrance. The ramp does not comply with AS1428.1-4 and is recommended to be replaced with a step ramp with 1 in 8 gradient and to the width of the double doors. The glass doors and side panels do not have identification as safety glass to AS1288.



Photo 9

Sporties Health & Fitness Centre Assessment 2019

View of the east elevation showing covered way to the north of the entrance. Components are generally in good condition although there is some water damage to the north end veranda lining. Disabled access via this walkway from the car park complies with the disabled code.



Photo 10

**Sporties Health & Fitness Centre
Assessment 2019**

View of the east elevation showing covered way to the south of the entrance.



Photo 11

**Sporties Health & Fitness Centre
Assessment 2019**

View of typical wall mounted lighting in excellent condition adjacent to the entrance.



Photo 12

**Sporties Health & Fitness Centre
Assessment 2019**

View of typical recessed downlight to the covered way in average condition.



Photo 13

**Sporties Health & Fitness Centre
Assessment 2019**

View of water damage to the north end of the covered way.



Photo 14

**Sporties Health & Fitness Centre
Assessment 2019**

View of typical old and damaged timber rubbish bin adjacent to the entrance which are recommended for upgrade to steel bins.



Photo 15

**Sporties Health & Fitness Centre
Assessment 2019**

View of cracking to the asphalt car park adjacent to the entrance.



Photo 16

**Sporties Health & Fitness Centre
Assessment 2019**

View of further cracking to the south end of the car park requiring crack sealing.



Photo 17

**Sporties Health & Fitness Centre
Assessment 2019**

View of further cracking to the access road to the car park requiring crack sealing.



Photo 18

**Sporties Health & Fitness Centre
Assessment 2019**

View of pole mounted sphere lights to the access road to the car park showing missing polycarbonate sphere.



Photo 19

**Sporties Health & Fitness Centre
Assessment 2019**

View of pole to the car park showing missing polycarbonate sphere.



Photo 20

**Sporties Health & Fitness Centre
Assessment 2019**

View of pole to the car park showing damaged polycarbonate sphere.



Photo 21

**Sporties Health & Fitness Centre
Assessment 2019**

View of concrete patching to the car park asphalt surface.




	<p>Sporties Health & Fitness Centre Assessment 2019</p> <p>View of further cracking to the south end of the car park requiring crack sealing. Car spaces are worn and recommended for re-line marking.</p>
<p>Photo 22</p>	
	<p>Sporties Health & Fitness Centre Assessment 2019</p> <p>View of rotted timber fascia to the south elevation external to the administration office. Steel channels to the pergola are recommended for repainting.</p>
<p>Photo 23</p>	
	<p>Sporties Health & Fitness Centre Assessment 2019</p> <p>View of the rotary heat exchanger ductwork (to pool hall), exhaust vent and wall fresh air intake to the west elevation. Old HWS flue to the RHS is recommended to be removed and the roof made good.</p>
<p>Photo 24</p>	



Photo 25

Sporties Health & Fitness Centre Assessment 2019

View of the entry to the sodium hypochlorite and chemical storeroom to the NW corner showing chemical signage. Whilst the hypo storage installation including bund and fill point comply with industry requirements there is no delivery vehicle containment to contain chemical spillage.



Photo 26

Sporties Health & Fitness Centre Assessment 2019

View of roof mounted split system condensers in good condition over the administration offices.



Photo 27

Sporties Health & Fitness Centre Assessment 2019

View of roof mounted split system condenser in good condition over the administration offices.



Photo 28

**Sporties Health & Fitness Centre
Assessment 2019**

View of roof mounted split system condensers in good condition over the reception (cassette unit).



Photo 29

**Sporties Health & Fitness Centre
Assessment 2019**

View of decommissioned evaporative cooler which has been replaced by split system units to the entry and creche.



Photo 30

**Sporties Health & Fitness Centre
Assessment 2019**

View of further split system condenser over the creche.



Photo 31

Sporties Health & Fitness Centre Assessment 2019

View of more recently installed electric solar panels in good condition to the east roof. Panels are recommended to be cleaned annually however improvements to the roof access (walkways and anchors) are recommended for safer work conditions.



Photo 32

Sporties Health & Fitness Centre Assessment 2019

View of more recently installed electric solar panels in good condition to the west roof.



Photo 33

Sporties Health & Fitness Centre Assessment 2019

View of more recently installed pool water solar tubing for the spa pool installed 3 years ago and in good condition to the west roof over the aerobics room. No leakage was evident.



Photo 34

Sporties Health & Fitness Centre Assessment 2019

View of Apac ducted heat pump over the aerobic room which was installed in 2000. We were advised by the service contractor that the unit will require replacement in the short term. An additional unit should be considered for heating and cooling the first-floor rooms currently air conditioned by old RAC units with no fresh air intake.



Photo 35

Sporties Health & Fitness Centre Assessment 2019

View of main pool water solar tubing in average condition to the west roof over the pool hall. We were advised that the system was installed between 5 and 10 years ago. No current leakage is evident however regular inspections are recommended.

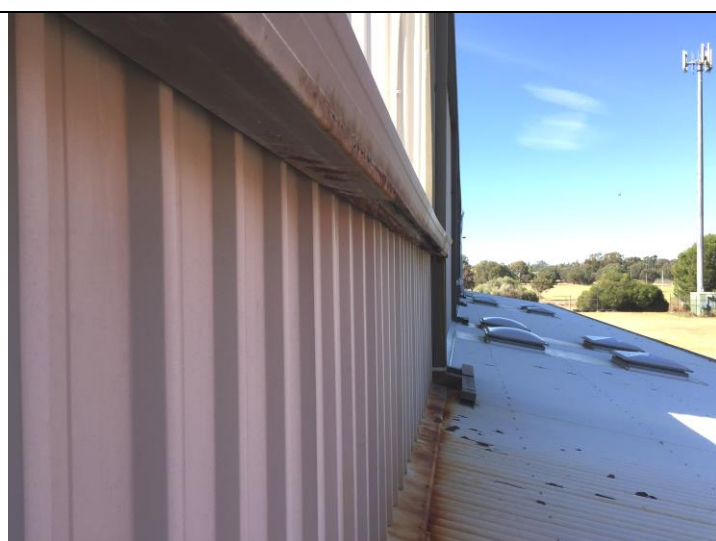


Photo 36

Sporties Health & Fitness Centre Assessment 2019

View of rusted out fascia gutter to the west end of the pool hall roof due to previous leakage from the pool water solar tubes.



Photo 37

Sporties Health & Fitness Centre Assessment 2019

View of concrete fire water tank and adjacent bowisers to the south end of the site.



Photo 38

Sporties Health & Fitness Centre Assessment 2019

View of fire pumpset showing controls, diesel tank, fire pumps, jacking pump and batteries to the fire shed which are tested and maintained monthly to code.



Photo 39

Sporties Health & Fitness Centre Assessment 2019

View of Western fire pump (one of two) in average condition. New jacking pump shown at the rear.



Photo 40

**Sporties Health & Fitness Centre
Assessment 2019**

View of tagged and tested bowsers.



Photo 41

**Sporties Health & Fitness Centre
Assessment 2019**

View of tagged and tested external hydrant.



Photo 42

**Sporties Health & Fitness Centre
Assessment 2019**

View of typical internal hydrant (3 no.) and hose reel (4 no.) within cabinet. The cabinets are marked fire hose reel. All hydrants, hose reels and extinguishers are inspected and tested to code.



Photo 43

Sporties Health & Fitness Centre Assessment 2019

View of roof vent over the rotary heat exchanger to the west elevation. Some corrosion proofing is required.



Photo 44

Sporties Health & Fitness Centre Assessment 2019

View of rotary ventilators over the sodium hypo/chemical store and boiler flues all in good condition over the plant room.



Photo 45

Sporties Health & Fitness Centre Assessment 2019

View of acrylic skylights and roofing in good condition over the male and female change rooms.

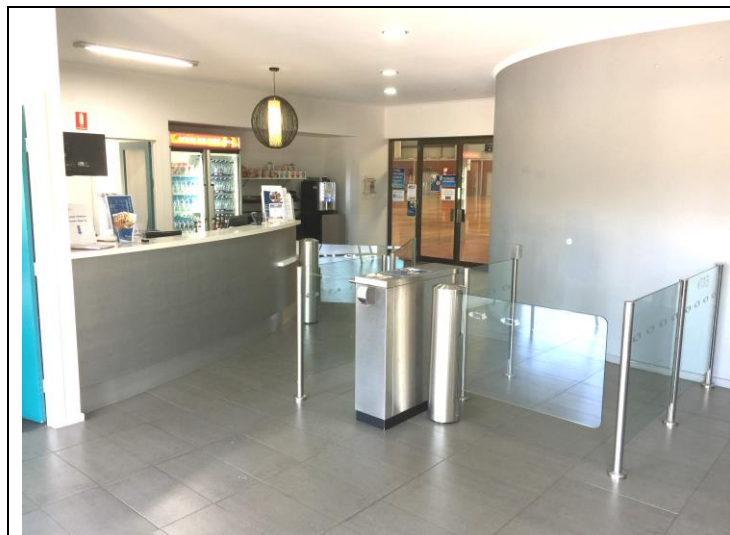


Photo 46

**Sporties Health & Fitness Centre
Assessment 2019**

View of the reception/foyer showing reception counter and automated turnstile access system all in excellent condition. Low height counter is provided to AS1428.1-4 however a low height reception sign is recommended.



Photo 47

**Sporties Health & Fitness Centre
Assessment 2019**

View of more recently installed split system cassette unit in good condition over the reception/foyer.



Photo 48

**Sporties Health & Fitness Centre
Assessment 2019**

View of tagged fire hose reel and hydrant within cabinet in the foyer.



Photo 49

Sporties Health & Fitness Centre Assessment 2019

View of photocopy room in good condition showing data cabinet and Yamaha sound unit off the reception.



Photo 50

Sporties Health & Fitness Centre Assessment 2019

View of wall mounted split fan unit to the photocopy room.



Photo 51

Sporties Health & Fitness Centre Assessment 2019

View of security CCTV monitor at the reception for supervision of the pool and dry



Photo 52

**Sporties Health & Fitness Centre
Assessment 2019**

View of Yamaha bluetooth CD/radio player.



Photo 53

**Sporties Health & Fitness Centre
Assessment 2019**

View of drinks display frig and vending machines to the reception.



Photo 54

**Sporties Health & Fitness Centre
Assessment 2019**

View of glass door between the reception and admin office. The glass does not have identification as safety glass to AS1288 or contrasting decals to requirements of the BCA and is recommended to be checked for compliance and decals installed.



Photo 55

**Sporties Health & Fitness Centre
Assessment 2019**

View of staff kitchen area in good condition within the admin office area.



Photo 56

**Sporties Health & Fitness Centre
Assessment 2019**

View of split system fan unit in good condition to the main central office/staff area.

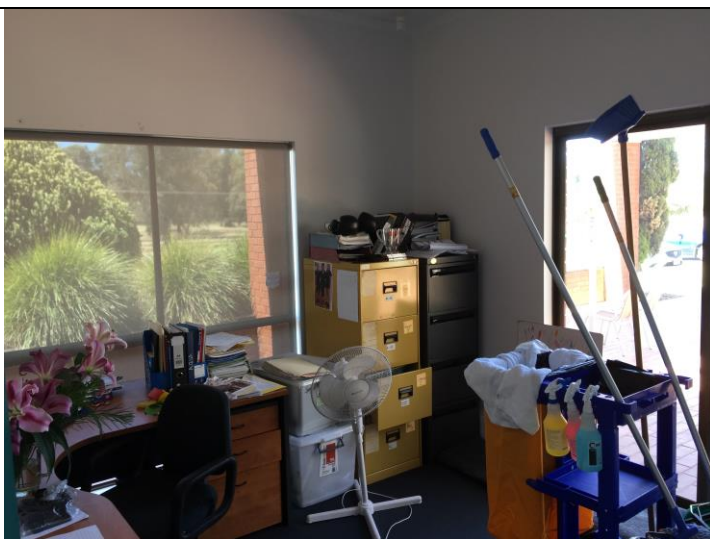


Photo 57

**Sporties Health & Fitness Centre
Assessment 2019**

View of SE office in good condition to the admin area.


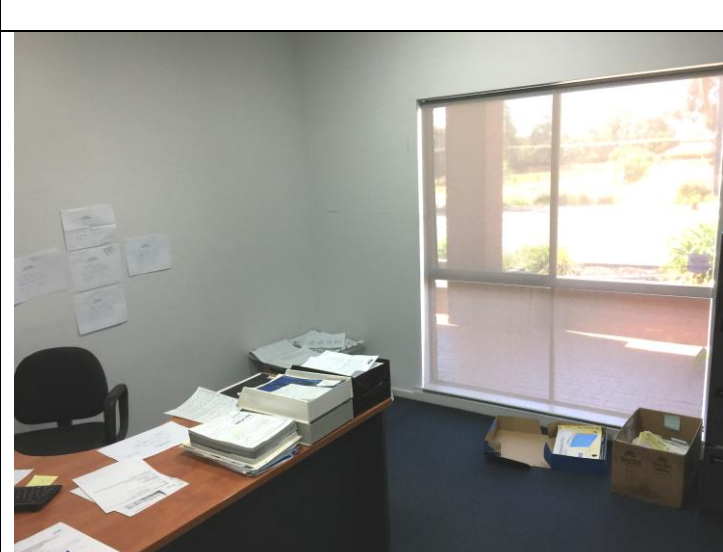

 <p>Photo 58</p>	<p>Sporties Health & Fitness Centre Assessment 2019</p> <p>View of split system fan unit in good condition to the SE office.</p>
 <p>Photo 59</p>	<p>Sporties Health & Fitness Centre Assessment 2019</p> <p>View of the manager's (NE) office in good condition. We were advised that the reception and offices were refurbished in 2013/14.</p>
 <p>Photo 60</p>	<p>Sporties Health & Fitness Centre Assessment 2019</p> <p>View of split system fan unit in good condition to the manager's office. Fluorescent lighting to the admin area is in good condition.</p>



Photo 61

Sporties Health & Fitness Centre Assessment 2019

View of mounted, tagged and signed CO2 fire extinguisher to the admin office area.



Photo 62

Sporties Health & Fitness Centre Assessment 2019

View of the assessment room showing split system fan unit, carpet and walls all in good condition.



Photo 63

Sporties Health & Fitness Centre Assessment 2019

View of the main electrical switchboard within the assessment room. Due to the boards age and lack of RCD's to the circuits, it is recommended that the board be replaced with a new ACB/RCD board in the short term. Annual thermal testing is recommended to continue.

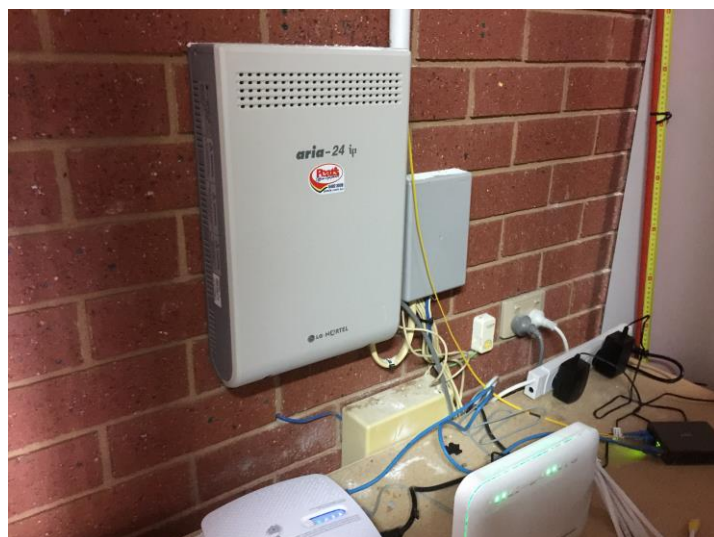


Photo 64

Sporties Health & Fitness Centre Assessment 2019

View of LG Nortel telephone system in good condition along with internet router within the assessment room.

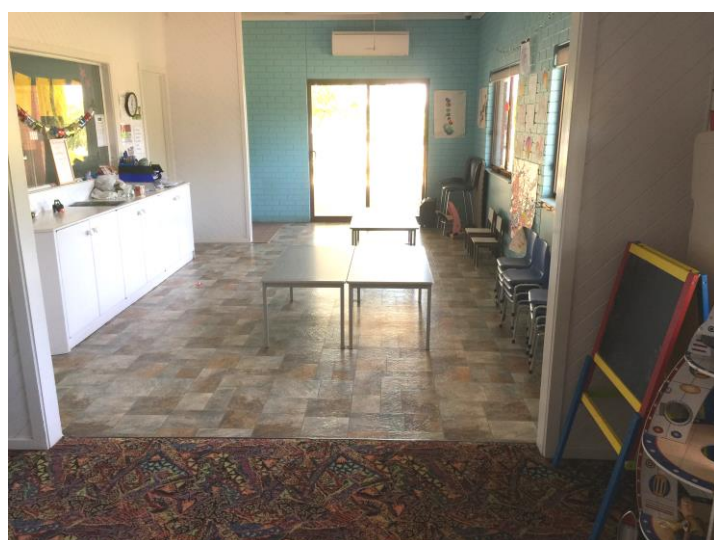


Photo 65

Sporties Health & Fitness Centre Assessment 2019

View of the creche with vinyl and carpet flooring in good to average condition.



Photo 66

Sporties Health & Fitness Centre Assessment 2019

View of wall mounted split system fan unit to the creche. The ducted evaporative cooling unit is no longer used.



Photo 67

Sporties Health & Fitness Centre Assessment 2019

View of Bosch security system panel within the creche.



Photo 68

Sporties Health & Fitness Centre Assessment 2019

View of typical interior ceiling mounted security camera. All cameras are recommended to be cleaned and tested annually.



Photo 69

Sporties Health & Fitness Centre Assessment 2019

View of wall mounted electric radiator (one of two) to the creche. Units are recommended to be removed.



Photo 70

Sporties Health & Fitness Centre Assessment 2019

View of typical original fluro lighting to the creche recommended for upgrade. Evaporative cooling register recommended to be removed if the unit is not to be used.



Photo 71

Sporties Health & Fitness Centre Assessment 2019

View of exterior playground and veranda off the creche showing concrete and grassed area along with weldmesh fencing in good condition. Visible contrasting decals to the glass door is recommended for safety.



Photo 72

Sporties Health & Fitness Centre Assessment 2019

View of WC and basin area off the creche. Original taps to the basin are recommended for upgrade.



Photo 73

**Sporties Health & Fitness Centre
Assessment 2019**

View of original typical incandescent lighting to the creche toilet recommended for upgrade.

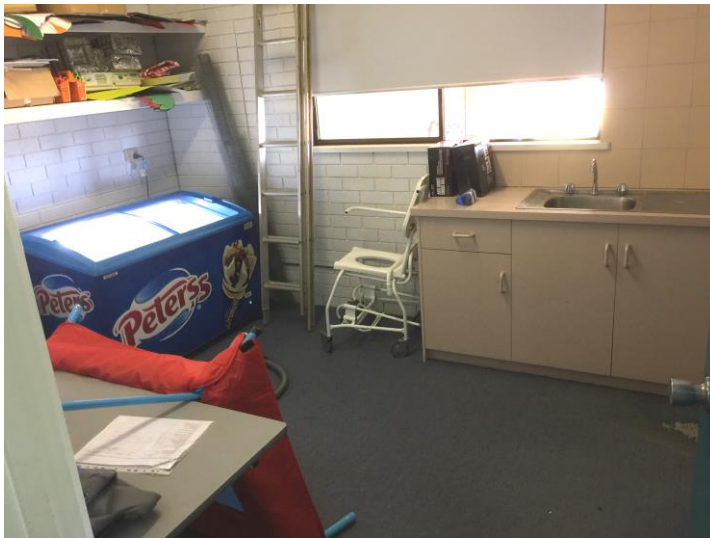


Photo 74

**Sporties Health & Fitness Centre
Assessment 2019**

View of the first aid room in average condition.



Photo 75

**Sporties Health & Fitness Centre
Assessment 2019**

View of condition of the carpet to the first aid room. Consideration should be made to replacing the carpet with vinyl or ceramic tiling.



Photo 76

**Sporties Health & Fitness Centre
Assessment 2019**

View of WC and basin area in average condition. Basin taps are recommended for upgrade.



Photo 77

**Sporties Health & Fitness Centre
Assessment 2019**

View of original typical incandescent lighting to the first aid room toilet recommended for upgrade.

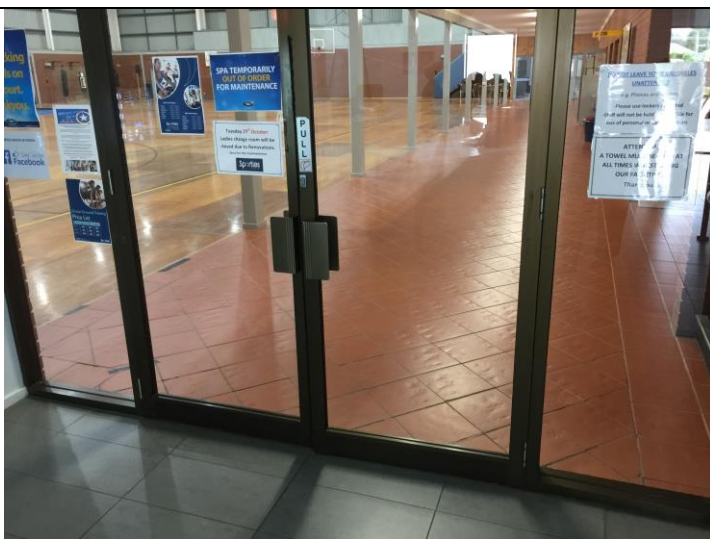


Photo 78

**Sporties Health & Fitness Centre
Assessment 2019**

View of glazed entrance doors and side panels leading from the foyer to the basketball court. The glass doors and side panels do not have identification as safety glass to AS1288 or contrasting decals to requirements of the BCA and is recommended to be checked for compliance and decals installed.



Photo 79

Sporties Health & Fitness Centre Assessment 2019

View of the basketball court showing polished floor in average condition.



Photo 80

Sporties Health & Fitness Centre Assessment 2019

View of wear to the floor surface to the goal area. We were advised that the court is used for casual basketball only together with gym use to the rubber floored area along the south side. Recoating of the floor is recommended. Court line marking is generally in good condition.



Photo 81

Sporties Health & Fitness Centre Assessment 2019

View of wear to the floor surface adjacent to the west exit doors.



Photo 82

Sporties Health & Fitness Centre Assessment 2019

View of typical basketball backboard and frame. Whilst the unit appears to be in average condition, structural integrity inspection of the frame, board and ring are recommended periodically. Typical caged emergency lighting shown to the rear wall.



Photo 83

Sporties Health & Fitness Centre Assessment 2019

View of Bluevane electronic scoreboard and horn in average condition.

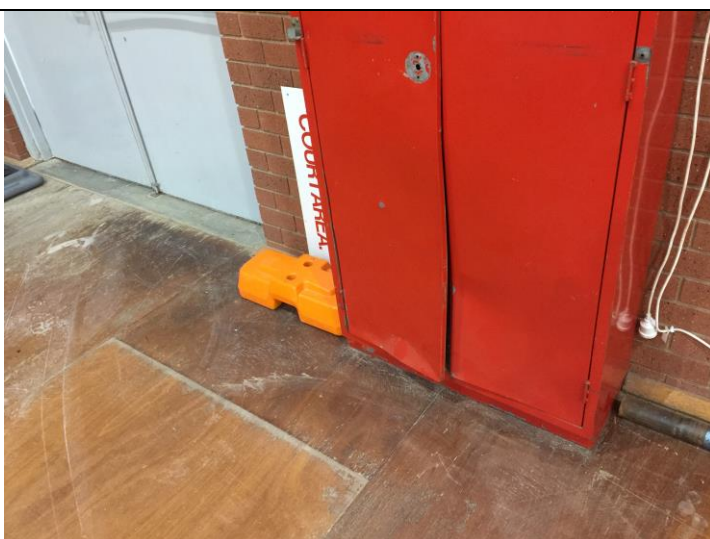


Photo 84

Sporties Health & Fitness Centre Assessment 2019

View of dented hydrant/hose reel cabinet with missing handle to the west end of the court. Upgrade of the cabinet along with correct "fire hydrant & hose reel signage" is recommended.



Photo 85

Sporties Health & Fitness Centre Assessment 2019

View of the south side of the court showing gym equipment and rubber flooring. There is no thermal insulation to the perimeter walls and if improvements to temperature conditions within the space is a priority, insulation of the steel walls is recommended.



Photo 86

Sporties Health & Fitness Centre Assessment 2019

View of the roof portal frames, insulation and more recently upgraded LED high bay lighting.

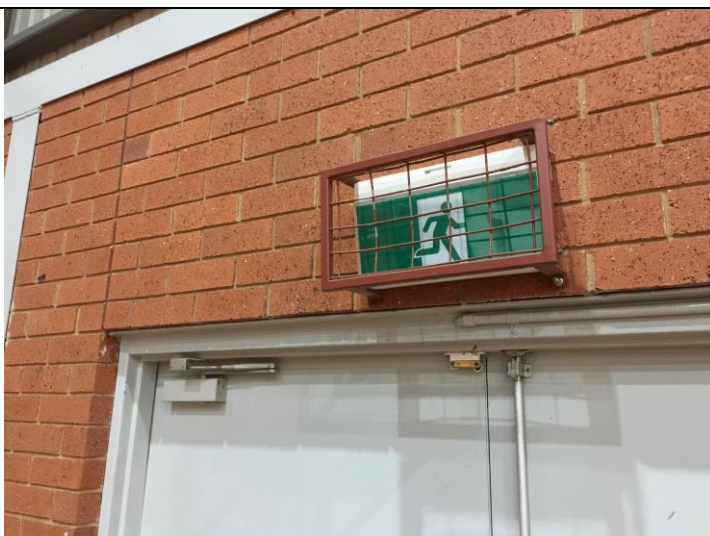


Photo 87

Sporties Health & Fitness Centre Assessment 2019

View of typical caged exit sign to the court exits.

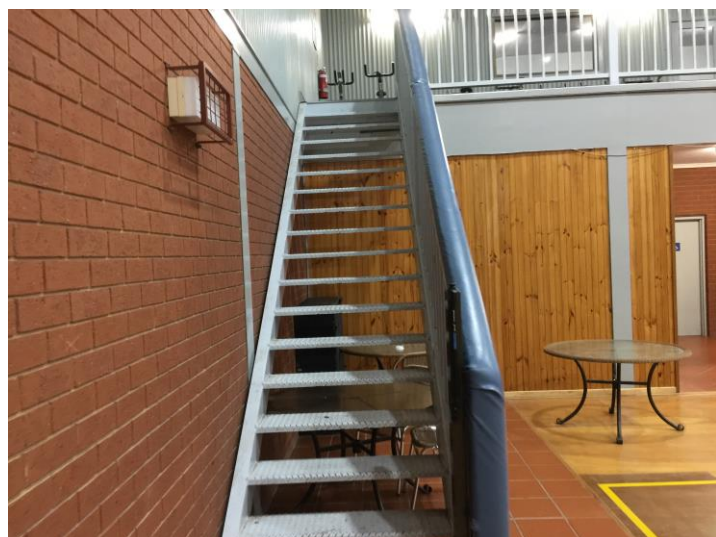


Photo 88

Sporties Health & Fitness Centre Assessment 2019

View of open riser stair 2 leading from the west end of the basketball court to the upper level aerobics /cardio gym rooms. The stairs do not comply with AS1428.1-4 with no delineation of the stair nosing or provision of tactile indicators for the visual impaired. Riser openings exceed 125mm.

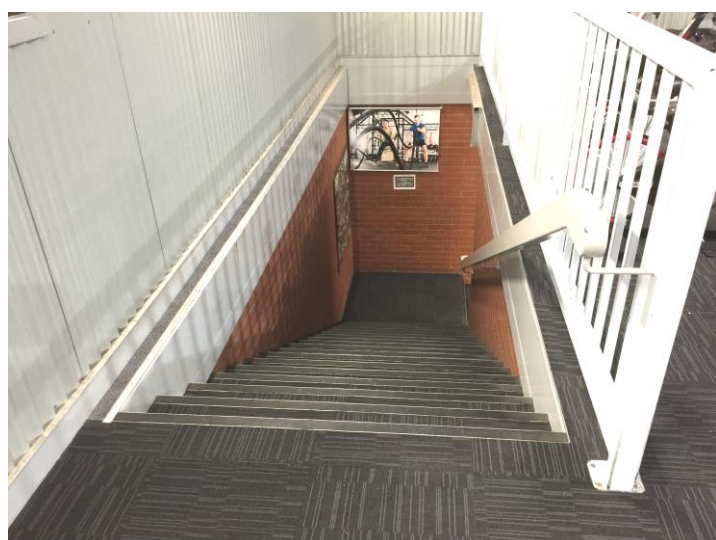


Photo 89

Sporties Health & Fitness Centre Assessment 2019

View of closed riser stair 1 leading from the west end of the basketball court to the upper level without tactile indicators. Access to the upper level public spaces can only be accessed by the stairs and consideration should be given to provision of a disabled persons lift or stair hoist.

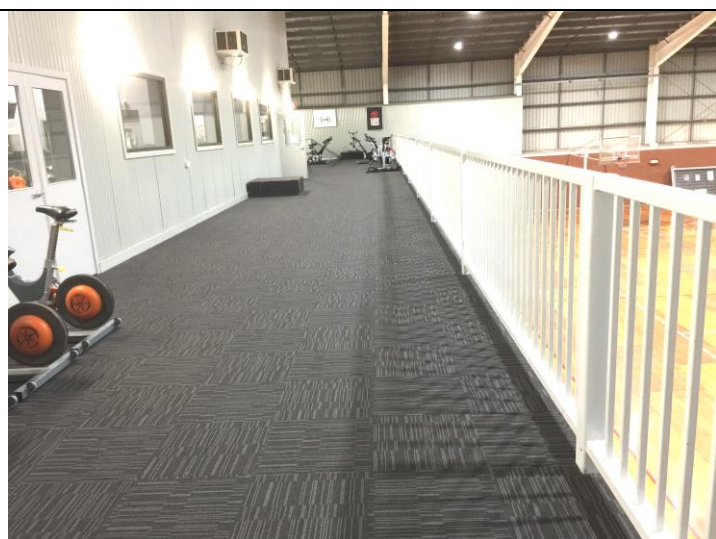


Photo 90

Sporties Health & Fitness Centre Assessment 2019

View of carpeted basketball court viewing area in good condition. Steel balustrade complies with the requirements of the BCA. Old model RAC units to the aerobics and cardio gym spaces are recommended to be replaced with a ducted heating/cooling roof mounted unit providing fresh air to the spaces.



Photo 91

Sporties Health & Fitness Centre Assessment 2019

View of tagged fire hose reel and extinguisher to the upper viewing area.



Photo 92

Sporties Health & Fitness Centre Assessment 2019

View of carpeted cardio gym room in good condition.



Photo 93

Sporties Health & Fitness Centre Assessment 2019

View of surface mounted fluorescent fittings in good condition to the upper level rooms along with ceiling and wall mounted fans.




 <p>Photo 94</p>	<p>Sporties Health & Fitness Centre Assessment 2019</p> <p>View of old RAC unit to the cardio gym recommended for replacement with a ducted air-conditioner.</p>
 <p>Photo 95</p>	<p>Sporties Health & Fitness Centre Assessment 2019</p> <p>View of carpeted aerobics room in good condition and with cooling provided from old RAC units and ceiling fans. Male and female toilets and storeroom shown at the west end.</p>
 <p>Photo 96</p>	<p>Sporties Health & Fitness Centre Assessment 2019</p> <p>View of typical old RAC unit (one of three) to the aerobics room recommended for replacement with a ducted air-conditioner. Exit sign in good condition.</p>



Photo 97

**Sporties Health & Fitness Centre
Assessment 2019**

View of typical WC and basin area off the upper level aerobics room.



Photo 98

**Sporties Health & Fitness Centre
Assessment 2019**

View of typical original incandescent lighting (4 no.) to the upper level male and female toilets recommended for upgrade.



Photo 99

**Sporties Health & Fitness Centre
Assessment 2019**

View of carpeted area of the ground floor gymnasium in good condition showing ceiling and wall mounted fans and fluro lighting in good condition.



Photo 100

Sporties Health & Fitness Centre Assessment 2019

View of the ground floor gymnasium showing air conditioning duct reticulated from the roof mounted Apac unit. Refer roof.



Photo 101

Sporties Health & Fitness Centre Assessment 2019

View of rubber floor section of the gymnasium in good condition.



Photo 102

Sporties Health & Fitness Centre Assessment 2019

View of typical wall mounted fan to the gymnasium.

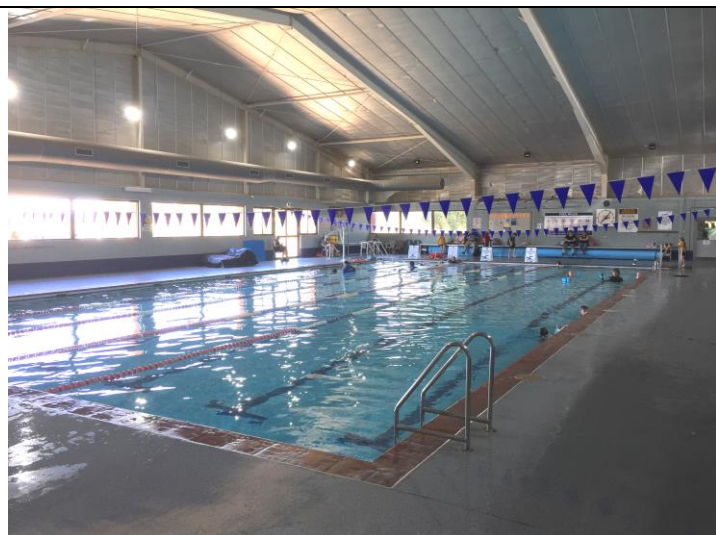


Photo 103

Sporties Health & Fitness Centre Assessment 2019

View of the pool hall showing the 25-metre fully tiled pool within steel portal framed enclosure along with rubber concourse flooring and ripplefoil ceiling. A disabled hoist is available for access into the pool to the NE corner.



Photo 104

Sporties Health & Fitness Centre Assessment 2019

View of steel air handling duct to the pool hall reticulated from a rotary heat wheel at the west end of the space.



Photo 105

Sporties Health & Fitness Centre Assessment 2019

View of typical terracotta tiled edging to the pool showing chemical staining. Consideration should be given to the application of a two-pack epoxy coatings such as SwiftEpoxy Highbuild, Luxapool or equivalent (with high pressure cleaning and primer coat).



Photo 106

**Sporties Health & Fitness Centre
Assessment 2019**

View of pool mosaic tiling in good condition and typical chrome steel ladder. We were advised that there is no evidence of leakage from the pool shell or supply and return PVC pipework.



Photo 107

**Sporties Health & Fitness Centre
Assessment 2019**

View of typical plastic skimmer box with leaf basket to the return lines of the main pool.



Photo 108

**Sporties Health & Fitness Centre
Assessment 2019**

View of aluminium perforated ripple foil ceiling in average condition but dented.




	<p>Council Property Condition Audit 2013/14</p> <p>View of split seam to the granulated rubber concourse surface requiring repair to the south side of the 25-m pool.</p>
	<p>Council Property Condition Audit 2013/14</p> <p>View of split seam to the granulated rubber concourse surface requiring repair to the south side of the 25-m pool.</p>
	<p>Council Property Condition Audit 2013/14</p> <p>View of split seam to the granulated rubber concourse surface requiring repair to the south side of the 25-m pool.</p>



Photo 112

**Council Property Condition Audit
2013/14**

View of split seam and bubbling of the granulated rubber concourse surface requiring repair to the south side of the 25-m pool.



Photo 113

**Council Property Condition Audit
2013/14**

View of surface corrosion to steel portal frame to the SE corner (and SW corner) of the pool hall requiring corrosion proofing.



Photo 114

**Sporties Health & Fitness Centre
Assessment 2019**

View of steel air handling duct in good condition to the pool hall along with fluoro wall mounted lighting.



Photo 115

Sporties Health & Fitness Centre Assessment 2019

View of aluminium seating to the east end of the pool hall and thermal pool blankets in average condition for the main pool.



Photo 116

Sporties Health & Fitness Centre Assessment 2019

View of electric radiant heaters suspended over the pool hall seating area.



Photo 117

Sporties Health & Fitness Centre Assessment 2019

View of the fully tiled toddler pool in average condition with similar terra cotta edge tiling and granulated rubber concourse. Weldmesh fence and gate requires corrosion proofing. The toddler pool is reticulated off the main pool pipework along with overflow pipe discharging into the 25-metre pool. Wall mounted thermal pool blankets, in average condition are provided for both the toddler and spa pools.



Photo 118

Sporties Health & Fitness Centre Assessment 2019

View of the fully tiled spa pool in average condition with similar terra cotta edge tiling and granulated rubber concourse. Weldmesh fence and gate requires corrosion proofing. The spa is piped independently to the plant room and has air blowers mounted within an adjoining storeroom. A pole which previously supported a disabled hoist is installed adjacent to the spa.



Photo 119

Sporties Health & Fitness Centre Assessment 2019



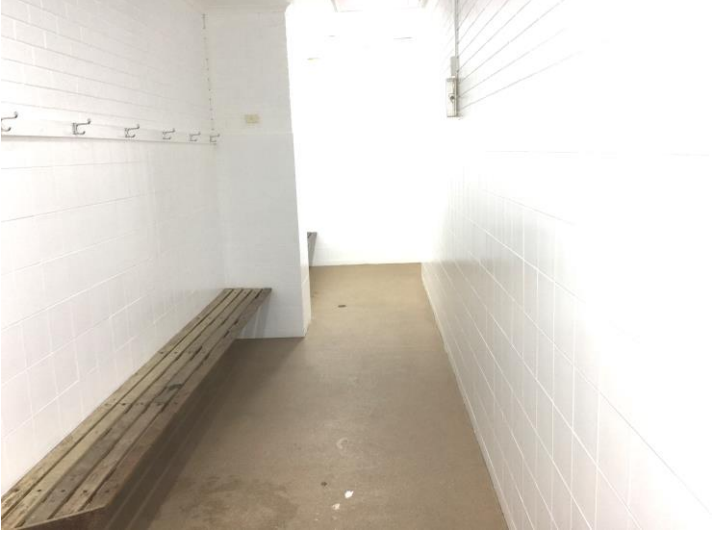
View of electric pool blanket winder in good condition to the pool hall.



Photo 120

Sporties Health & Fitness Centre Assessment 2019

View of tagged fire hydrant and hose reel within cabinet along with dry chemical extinguisher to the pool hall.

 <p>Photo 121</p>	<p>Sporties Health & Fitness Centre Assessment 2019</p> <p>View of the change room passage and communal showers of the pool hall with components generally in good condition. The WRC sauna shown to the LHS is no longer used or required.</p>
 <p>Photo 122</p>	<p>Sporties Health & Fitness Centre Assessment 2019</p> <p>View of the female change room shower/toilet partitioning and vanity basins along with mirrors, vinyl and ceramic tiled flooring generally in good condition.</p>
 <p>Photo 123</p>	<p>Sporties Health & Fitness Centre Assessment 2019</p> <p>View of change area and seating to the female change room in good condition.</p>

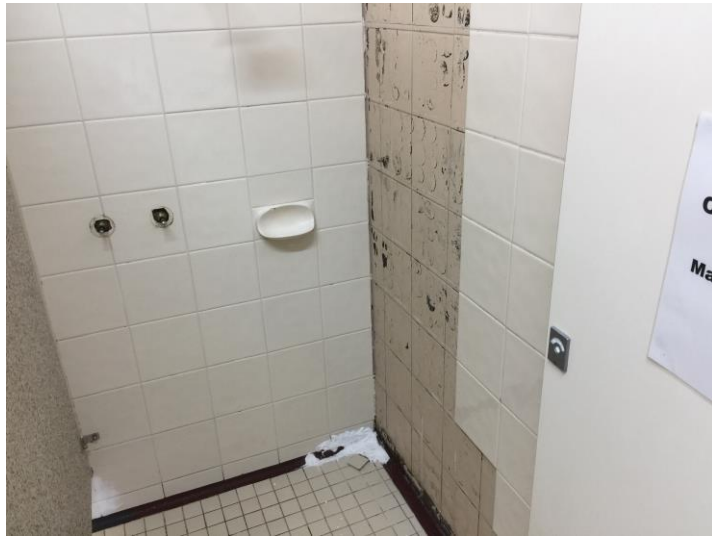


Photo 124

**Sporties Health & Fitness Centre
Assessment 2019**

View of delaminated wall tiling to the north end shower cubicle within the female change room.



Photo 125

**Sporties Health & Fitness Centre
Assessment 2019**

View of damaged soap holder to the north end shower cubicle within the female change room.



Photo 126

**Sporties Health & Fitness Centre
Assessment 2019**

View of typical WC cubicle with pan and cistern in good condition.



Photo 127

Sporties Health & Fitness Centre Assessment 2019

View of older model hand dryer to the south end of the female change room.



Photo 128

Sporties Health & Fitness Centre Assessment 2019

View of domestic ceiling exhaust fans in average condition and new lighting over the shower and toilets of the female change room.



Photo 129

Sporties Health & Fitness Centre Assessment 2019

View of the vanity basins and mirrors, generally in good condition to the male change room.



Photo 130

**Sporties Health & Fitness Centre
Assessment 2019**

View of the male change room shower/toilet partitioning and steel urinal generally in good condition.



Photo 131

**Sporties Health & Fitness Centre
Assessment 2019**

View of the male change room shower/toilet partitioning and vanity basins along with mirrors, vinyl and ceramic tiled flooring generally in good condition.



Photo 132

**Sporties Health & Fitness Centre
Assessment 2019**

View of domestic exhaust fans in average condition and new lighting to the male change room.

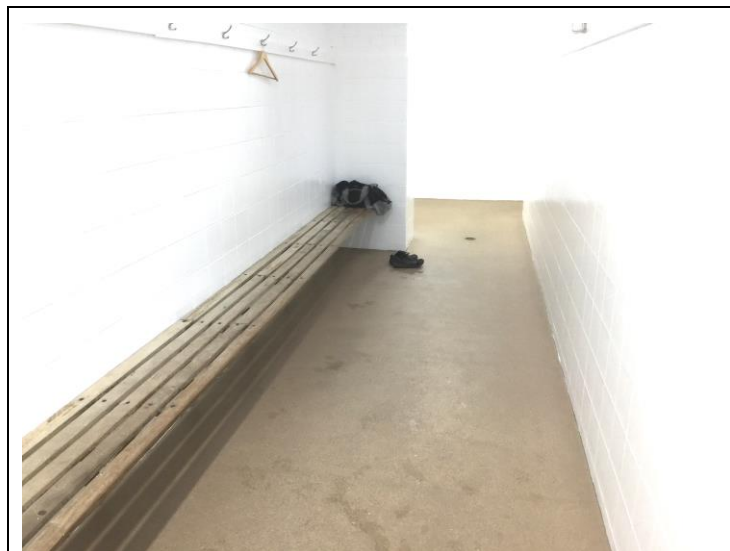


Photo 133

Sporties Health & Fitness Centre Assessment 2019

View of change area and seating to the male change room in good condition.



Photo 134

Sporties Health & Fitness Centre Assessment 2019

View of older model hand dryer to the male change room.

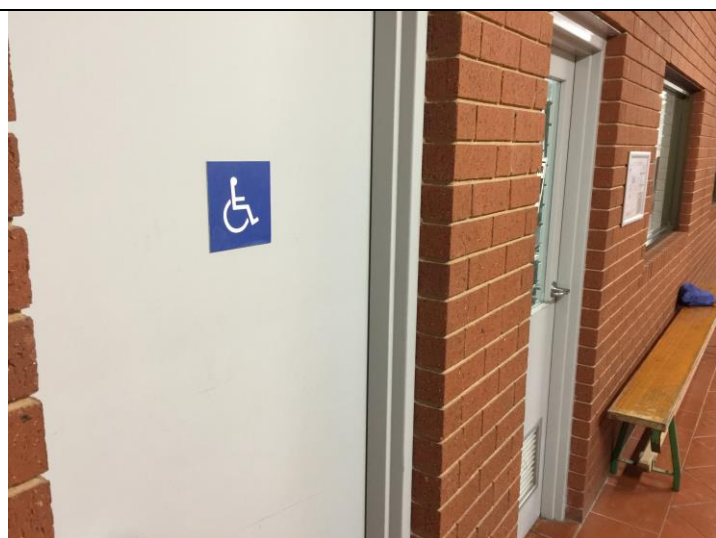


Photo 135

Sporties Health & Fitness Centre Assessment 2019

View of the door to the disabled sanitary/shower compartment off the basketball court. The sign is recommended to be replaced with a symbol/Braille sanitary/shower sign adjacent to the door to AS1428.1-4.



Photo 136

Sporties Health & Fitness Centre Assessment 2019

View of the interior to the compartment with components in good condition. Some componentry does not comply with the disabled code – refer Disabled Check List.



Photo 137

Sporties Health & Fitness Centre Assessment 2019

View of the door to the disabled sanitary/shower compartment off the change room passage. The sign is recommended to be replaced with a symbol/Braille sanitary/shower sign adjacent to the door to AS1428.1-4. Refer Disabled Check List.



Photo 138

Sporties Health & Fitness Centre Assessment 2019

View of the interior of the compartment in good condition. Refer to the Disabled Program.



Photo 139

Sporties Health & Fitness Centre Assessment 2019

View of wall mounted exhaust fan with damaged cover to the compartment discharging into the pool hall



Photo 140

Sporties Health & Fitness Centre Assessment 2019

View of the door to the family disabled sanitary/shower change room off the pool hall. The sign is recommended to be replaced with a symbol/Braille sanitary/shower sign adjacent to the door to AS1428.1-4.



Photo 141

Sporties Health & Fitness Centre Assessment 2019

View of the interior of the change room with componentry generally in good condition. As the facility does not have an ambulant disabled sanitary facility, an additional rail to the pan can be installed.



Photo 142

Sporties Health & Fitness Centre Assessment 2019

View of delaminated wall tiling to the SW corner of the family change room.



Photo 143

Sporties Health & Fitness Centre Assessment 2019

View of mobile disabled chair and bed in good condition within the family change room.



Photo 144

Sporties Health & Fitness Centre Assessment 2019

View of the cramped pool plant room showing gas fired boiler, media filters, circulation and solar pumps along with controls and switchboard. Acid dosing for the spa pool is also installed. Consideration should be given to eventually installing a large external sand filter to replace the small filters used for the main pool and free up space.



Photo 145

Sporties Health & Fitness Centre Assessment 2019

View of spa Astral sand filter and unlabelled PVC pipework in average condition within the plant room. Unsupported electrical leads and chemical feeds are recommended to be supported for safety.



Photo 146

Sporties Health & Fitness Centre Assessment 2019

View of Chemigem dosing controller for the spa pool chlorine/ph dosing. Both existing controllers are recommended to be upgraded with Prominent dosing controllers, injectors and dosing pumps into the adjacent chemical store.



Photo 147

Sporties Health & Fitness Centre Assessment 2019

View of the spa pool Raypak gas fired boiler which is due for upgrade shortly.



Photo 148

Sporties Health & Fitness Centre Assessment 2019

View of un-banded acid container for the spa pool dosing with poorly supported chemical feed and electrical leads.



Photo 149

Sporties Health & Fitness Centre Assessment 2019

View of 25-meter and toddler Raypak gas boiler due for upgrade.



Photo 150

Sporties Health & Fitness Centre Assessment 2019

View of typical 25 metre/toddler Astral pool filters with unlabelled pipework. Most filters were re-sanded between 2016 and 2019.



Photo 151

Sporties Health & Fitness Centre Assessment 2019

View of decommissioned Astral sand filter due for replacement.



Photo 152

Sporties Health & Fitness Centre Assessment 2019

View of decommissioned Onga sand filter due for replacement.



Photo 153

Sporties Health & Fitness Centre Assessment 2019

View of Chemigem chlorine/ph dosing controller with chemical feed from the adjoining chemical store room. Similar to the spa controller, the unit is recommended for upgrade with Prominent controls.



Photo 154

Sporties Health & Fitness Centre Assessment 2019

View of the pool solar controller with solar pump beneath. Not in operation at time of inspection.



Photo 155

Sporties Health & Fitness Centre Assessment 2019

View of the mechanical switchboard to the plant room with rotary heat exchanger, exhaust fan and solar circuit switches.



Photo 156

Sporties Health & Fitness Centre Assessment 2019

View of the ACB/RCD electrical distribution switchboard to the plant room in good condition. There is no fire extinguisher adjacent to the board.



Photo 157

Sporties Health & Fitness Centre Assessment 2019

View of typical Astral Viron P600 eVo circulation pump and poor concrete and paver floor surface to the plant room.



Photo 158

Sporties Health & Fitness Centre Assessment 2019

View of rotary heat exchanger wheel providing air handling to the pool hall. Bearings have been replaced more recently and controls are recommended to be upgraded. Filters are replaced 12 to 18 monthly and the installation serviced quarterly. A new flender drive motor is required in the short term.



Photo 159

Sporties Health & Fitness Centre Assessment 2019

View of typical filter on the fresh air intake. There are nine filter bags which require replacement every 12 to 18 months.



Photo 160

Sporties Health & Fitness Centre Assessment 2019

View of labelled and chemical signed 1500 litre sodium hypochlorite tank and poly bund along with fill line, roof vent and wall mounted dosing pump. The tank is ten years old and due for replacement.



Photo 161

Sporties Health & Fitness Centre Assessment 2019

View of older model Prominent hypo dosing pump recommended for upgrade along with the installation of new dosing controls, acid dosing pumps and injectors. Replacement of the Chemigem controller for the 25-m and toddler pools with a Prominent Dulcometer dialog 500 with ph/chlorine controller, along with chlorine & acid pumps is recommended for better chemical dosing control.

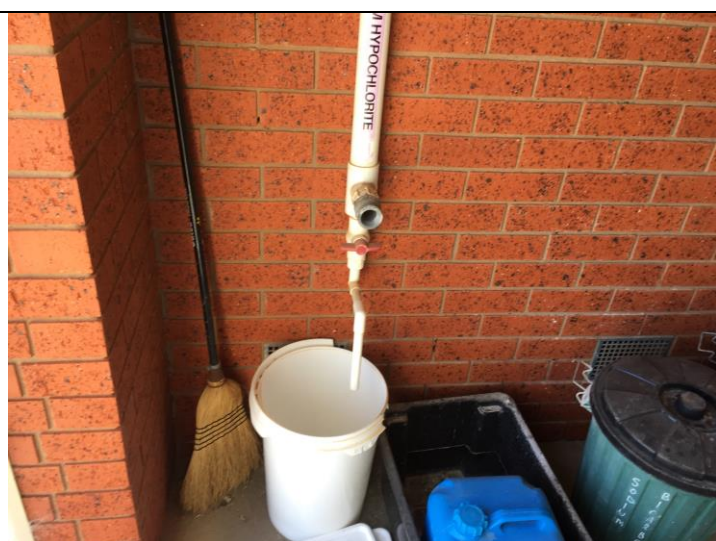


Photo 162

Sporties Health & Fitness Centre Assessment 2019

View of hypo fill point, valve and spill bucket generally to industry requirements along with adjoining power outlet and water hose. Refer to provision of a chemical delivery vehicle containment to the area external to the hypo storeroom.

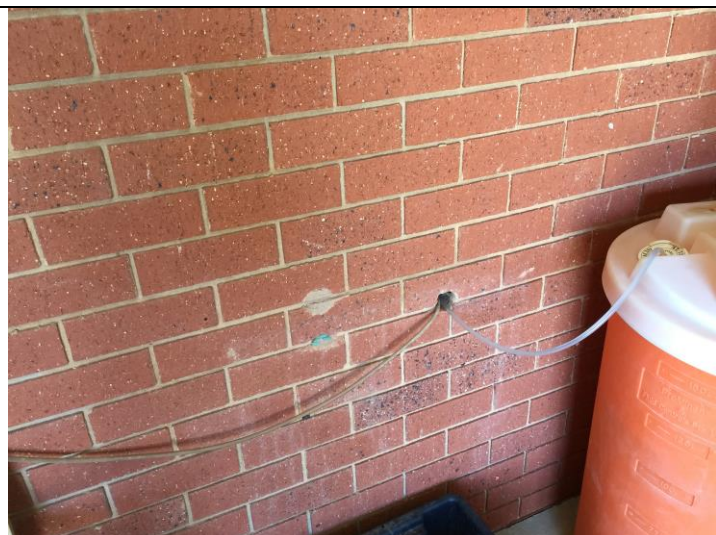


Photo 163

Sporties Health & Fitness Centre Assessment 2019

View of unsecured hypo and acid feeds which are recommended to be enclosed in labelled conduits and secured to the wall.



Photo 164

Sporties Health & Fitness Centre Assessment 2019

View of unlabelled but banded acid container on the floor along with diluted acid tank. Labels are recommended to be fixed on the wall over each chemical.



Photo 165

Sporties Health & Fitness Centre Assessment 2019

View of plastic bins of sodium bicarbonate. Labels are recommended to be fixed on the wall over each chemical. It is recommended that the spa pool be treated with bromine which will require the installation of a controller, dosing pump and small bromine tank.



Photo 166

**Sporties Health & Fitness Centre
Assessment 2019**

View of spa air blowers and control panel within the north storeroom off the basketball court. The massage blower is not operational and requires replacement.

TABLE 1 – Five-Year Maintenance Schedule

TABLE 1 - FIVE-YEAR MAINTENANCE SCHEDULE

id	COMPONENT	CONDITION	QTY	COST
Sporties Health & Fitness Centre				
MAINTENANCE YEAR 1				
<u>ADMINISTRATION OFFICE</u>				
3144	CEILING	Patch paint ceiling water damaged by roof leak (centre of main office). Seal leak	1	\$400.00
<u>ASSESSMENT ROOM</u>				
3172	SWITCHBOARD CONDITION	Main electrical ACB switchboard with no RCD's - replace board with ACB/RCD	1	\$30,000.00
<u>BASKET BALL COURT DISABLED SANITARY/SHOWER</u>				
3217	ELECTRICAL / COMMUNICATION CONDITION	Lighting - upgrade original lighting	1	\$400.00
<u>BASKETBALL COURT</u>				
3094	FIRE SERVICE CONDITION	Replace dented doors and latch and upgrade sign to hydrant/hose reel cabinet	2	\$600.00
<u>BASKETBALL COURT NORTH STORE</u>				
3185	FIRE SERVICE CONDITION	No extinguisher installed adj to s/board - refer BCA Check List	1	
3182	ELECTRICAL / COMMUNICATION CONDITION	Upgrade lighting	1	\$400.00
3183	PLANT TYPE	Siemens spa air blowers - replace massage blower	1	\$3,000.00

id	COMPONENT	CONDITION	QTY	COST
<u>BASKETBALL COURT STORE</u>				
3101	ELECTRICAL / COMMUNICATION CONDITION	Replace lighting to west storeroom off courts	2	\$800.00
<u>CRECHE & TOILET</u>				
3171	ELECTRICAL / COMMUNICATION CONDITION	Mistral radiant heaters - remove	2	\$200.00
3161	ELECTRICAL / COMMUNICATION CONDITION	Upgrade lighting	7	\$2,800.00
3162	INTERIOR WALLS	Vanity & basin - ok Replace taps	2	\$350.00
<u>EXTERIOR</u>				
3330	STRUCTURE	Repaint bike rack to east entry	1	\$100.00
3334	ELECTRICAL / COMMUNICATION CONDITION	Polycarbonate sphere lights to poles in car park and road entry - missing or damaged	6	\$2,400.00
3322	CEILING	Repair (north end) and repaint section of east elevation veranda lining	16 m2	\$400.00
3316	EXTERIOR WALLS	Replace rotted section of fascia to south elevation of admin offices	3 m	\$600.00
3326	STRUCTURE	Upgrade old timber rubbish bins to east entry with steel bins	2	\$3,400.00
3336	EXTERIOR WALLS	Replace corroded downpipes to west elevation (north end)	2	\$900.00
3329	PAVING CONDITION	Asphalt paving to car park and entry from road - crack seal		\$2,000.00
<u>FEMALE CHANGE ROOM</u>				
3262	INTERIOR WALLS	Replace missing/loose wall tiles to N end shower	2 m2	\$500.00
3264	INTERIOR WALLS	Replace damaged ceramic soap holder to N end shower	1	\$200.00

id	COMPONENT	CONDITION	QTY	COST
<u>FIRST AID ROOM & TOILET</u>				
3152	HYDRAULIC CONDITION	Vanity & basin - ok Replace taps	2	\$400.00
3154	ELECTRICAL / COMMUNICATION CONDITION	Upgrade lighting	3	\$1,200.00
3150	FLOOR CONDITION	Replace carpet	12 m2	\$1,200.00
<u>FIRST FLOOR AEROBIC/CARDIO GYM & VIEWING AREA</u>				
3212	ELECTRICAL / COMMUNICATION CONDITION	Lighting to toilets - upgrade original lighting	4	\$1,600.00
<u>PLANT ROOM</u>				
3298	HYDRAULIC CONDITION	Label all PVC pipework & valves to the plant room		\$600.00
<u>PLANTROOM</u>				
3148	PLANT TYPE	Astral Viron P600 pumps - replace 2no. With Viron P520XT pumps	2	\$8,000.00
3032	PLANT TYPE	Onga FS F31 sand filter and Astral FG series media filter - decommissioned. Replace	2	\$9,000.00
3043	CEILING	Repair and repaint ceiling to plantroom	20 m2	\$700.00
3030	PLANT TYPE	Spa pool acid - relocate acid container into chemical store, label and install in bund	1	\$700.00
<u>POOL HALL</u>				
3083	ELECTRICAL / COMMUNICATION CONDITION	Upgrade lights to north end of spa and toddler pools	2	\$800.00
3076	INTERIOR WALLS	Treat corrosion to corner portal columns (SE & SW)	4 m2	\$300.00
3072	FENCE CONDITION	Weldmesh fence and gates to toddler and spa pools - corrosion proof		\$400.00
3053	FIRE SERVICE CONDITION	Fire hydrant and hose reel within cabinet - upgrade sign to cabinet	1	\$400.00

id	COMPONENT	CONDITION	QTY	COST
3067	PLAYGROUND/ POOL EQUIPMENT	Oxford disabled chair to main pool concourse - corrosion proof	1	\$200.00
<u>POOL HALL DISABLED SANITARY/SHOWER</u>				
3278	ELECTRICAL / COMMUNICATION CONDITION	Exhaust fan - upgrade	1	\$600.00
<u>POOL HALL FAMILY DISABLED CHANGE ROOM</u>				
3286	INTERIOR WALLS	Ceramic wall tiles - replace missing/loose tiles	4	\$500.00
3290	ELECTRICAL / COMMUNICATION CONDITION	Exhaust fan - upgrade	1	\$600.00
<u>POOL STORE</u>				
3047	WINDOWS/DOORS	Replace door to pool equipment store	1	\$800.00
<u>ROOF</u>				
3103	ROOFING	Replace rusted out fascia gutter to west side of pool hall roof (from leaking solar tubing)	12 m	\$700.00
3112	HEAT / COOL CONDITION	Apac ducted aircon unit model PO26AUR9AA - PO26 - replace	1	\$30,000.00
3117	ROOFING	Replace corroded downpipes to west elevation - (refer Exterior)	2	
<u>ROTARY HEAT EXCHANGER</u>				
3284	HEAT / COOL CONDITION	Replace flender drive motor to rotary heat exchanger (quoted by RBR Refrigeration)	1	\$4,000.00
3283	HEAT / COOL CONDITION	Adjust and lubricate metal doors and latches to enclosure	2	\$400.00
<u>SODIUM HYPO/CHEMICAL STORE</u>				
3300	PLAYGROUND/ POOL EQUIPMENT	Enclose all chemical feed lines in conduit and fix to wall	2	\$700.00

id	COMPONENT	CONDITION	QTY	COST
3305	PLAYGROUND/ POOL EQUIPMENT	Prominent Beta 4 hypo dosing pump - replace with dosing controllers (refer Plantroom)	1	
3301	PLAYGROUND/ POOL EQUIPMENT	Sodium bicarbonate in labelled bins - install labels to wall for all chemicals		\$300.00
3297	PLAYGROUND/ POOL EQUIPMENT	Acid containers banded - install label to wall	1	\$300.00
3302	PLAYGROUND/ POOL EQUIPMENT	Sodium hypo tank 1500 litre (10 years old) - replace tank	1	\$3,800.00

MAINTENANCE YEAR 2

CHANGE ROOM PASSAGE

3227	PLAYGROUND/ POOL EQUIPMENT	Lockers - corroded - upgrade lockers	2	\$1,200.00
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EXTERIOR

3318	ELECTRICAL / COMMUNICATION CONDITION	Replace original Vandalite security lighting to exterior	4	\$2,000.00
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FEMALE CHANGE ROOM

3257	ELECTRICAL / COMMUNICATION CONDITION	Maddison hand dryer - upgrade McDonald hand dryer - ok	1	\$600.00
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MALE CHANGE ROOM

3241	ELECTRICAL / COMMUNICATION CONDITION	Maddison hand dryer - upgrade Lanson hand dryer - ok	1	\$600.00
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ROTARY HEAT EXCHANGER

3343	HEAT / COOL CONDITION	Upgrade controls to rotary heat exchanger - refer Cobram Electrical & Data	1	
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id	COMPONENT	CONDITION	QTY	COST
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MAINTENANCE YEAR 3

BASKET BALL COURT DISABLED SANITARY/SHOWER

3223	ELECTRICAL / COMMUNICATION CONDITION	Exhaust fan - upgrade	1	\$600.00
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CRECHE & TOILET

3160	FLOOR CONDITION	Carpet - ok but old appearance - replace	12 m2	\$1,200.00
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FEMALE CHANGE ROOM

3256	ELECTRICAL / COMMUNICATION CONDITION	Airflow exhaust fans - upgrade	8	\$3,500.00
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FIRST AID ROOM & TOILET

3155	ELECTRICAL / COMMUNICATION CONDITION	Upgrade exhaust fan to toilet	1	\$500.00
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MALE CHANGE ROOM

3240	ELECTRICAL / COMMUNICATION CONDITION	Airflow exhaust fans - upgrade	8	\$3,500.00
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MAINTENANCE YEAR 4

FEMALE CHANGE ROOM

3255	CEILING	Ceiling - repaint	50 m2	\$1,500.00
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id	COMPONENT	CONDITION	QTY	COST
<u>MALE CHANGE ROOM</u>				
3239	CEILING	Ceiling - repaint	50 m2	\$1,500.00

MAINTENANCE YEAR 5

ROOF

3114	HYDRAULIC CONDITION	Solar tubing for main/toddler pools - upgrade solar tubing & pipework	1	\$32,000.00
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NOTE:

Estimates are based on October 2019 costs and exclude CPI adjustments, GST, supervision, design/documentation, builder's preliminaries and margin. Year 1 is 2020.

TABLE 2 - Urgent Maintenance

TABLE 2 - URGENT MAINTENANCE

ID	SPACE	CONDITION	QTY	COST
Sporties Health & Fitness Centre				
3144	ADMINISTRATION OFFICE	Patch paint ceiling water damaged by roof leak (centre of main office). Seal leak	1	\$400.00
3222	BASKET BALL COURT DISABLED SANITARY/SHOWER	Exhaust fan - clean	1	\$50.00
3094	BASKETBALL COURT	Replace dented doors and latch and upgrade sign to hydrant/hose reel cabinet	2	\$600.00
3185	BASKETBALL COURT NORTH STORE	No extinguisher installed adj to s/board - refer BCA Check List	1	
3101	BASKETBALL COURT STORE	Replace lighting to west storeroom off courts	2	\$800.00
3334	EXTERIOR	Polycarbonate sphere lights to poles in car park and road entry - missing or damaged	6	\$2,400.00
3262	FEMALE CHANGE ROOM	Replace missing/loose wall tiles to N end shower	2 m2	\$500.00
3298	PLANT ROOM	Label all PVC pipework & valves to the plant room		\$600.00
3042	PLANTROOM	No fire extinguisher adjacent to switchboard - refer BCA Check List	1	
3030	PLANTROOM	Spa pool acid - relocate acid container into chemical store, label and install in bund	1	\$700.00
3286	POOL HALL FAMILY DISABLED CHANGE ROOM	Ceramic wall tiles - replace missing/loose files	4	\$500.00
3300	SODIUM HYPO/CHEMICAL STORE	Enclose all chemical feed lines in conduit and fix to wall	2	\$700.00
TOTAL COST - URGENT MAINTENANCE				\$7,250.00

NOTE: All costs associated with the Urgent Maintenance program are included in Year 1 of the Five-Year Maintenance Schedule.

All urgent maintenance items are recommended to be implemented prior to commencement of the next season.

TABLE 3 - Cyclical Maintenance Schedule

TABLE 3 - CYCLIC MAINTENANCE SCHEDULE

ID	MAINT YEAR	PLANT	COMPONENT	CONDITION	QTY	COST
Sporties Health & Fitness Centre						
3 YEARLY						
<u>BASKETBALL COURT</u>						
3084	1		FLOOR CONDITION	Recoat floor to court (heavy wear to goal area and adjacent to exit doors)	915 m2	\$12,000.00
<u>CHANGE ROOM PASSAGE</u>						
3228	3		WINDOWS/DOORS	Repaint doors and frames off passage	6	\$2,400.00
<u>CRECHE & TOILET</u>						
3168	3		INTERIOR WALLS	Repaint walls	75 m2	\$1,800.00
<u>EXTERIOR</u>						
3332	2		PAVING CONDITION	Resign disabled symbols signs to east entry spaces	5	\$500.00
3333	2		PAVING CONDITION	Reline mark car spaces to east car park	67	\$900.00
<u>FEMALE CHANGE ROOM</u>						
3261	2		WINDOWS/DOORS	Repaint entry doors and frame	2	\$800.00
<u>FIRST FLOOR AEROBIC/CARDIO GYM & VIEWING AREA</u>						
3206	3		WINDOWS/DOORS	Repaint doors and frames to rooms	6	\$2,400.00
<u>FOYER / RECEPTION</u>						
3135	2		WINDOWS/DOORS	Repaint timber doors and frames off foyer and passage	8	\$3,200.00

ID	MAINT YEAR	PLANT	COMPONENT	CONDITION	QTY	COST
<u>GYMNASIUM</u>						
3188	2		INTERIOR WALLS	Repaint walls	150 m2	\$3,700.00
<u>MALE CHANGE ROOM</u>						
3245	2		WINDOWS/DOORS	Repaint entry door and frame	1	\$400.00
<u>POOL HALL</u>						
3075	2		WINDOWS/DOORS	Repaint entry doors off foyer passage	2	\$800.00
<u>POOL HALL DISABLED SANITARY/SHOWER</u>						
3281	1		WINDOWS/DOORS	Repaint door and frame	1	\$400.00
<u>POOL HALL FAMILY DISABLED CHANGE ROOM</u>						
3293	1		WINDOWS/DOORS	Repaint door and frame	1	\$400.00
5 YEARLY						
<u>PLANTROOM</u>						
3041	2		PLANT TYPE	Davey solar pump - bearing and seals	1	\$800.00
6 MONTHLY						
<u>ADMINISTRATION OFFICE</u>						
3145	1		FIRE SERVICE CONDITION	CO2 extinguisher - insp/test to code (refer Fire Systems Pump Shed)	1	
<u>BASKETBALL COURT</u>						
3093	1		FIRE SERVICE CONDITION	Fire hydrant & hose reel - insp/test to code (refer Fire Systems Pump Shed)	2	

ID	MAINT YEAR	PLANT	COMPONENT	CONDITION	QTY	COST
<u>FIRST FLOOR AEROBIC/CARDIO GYM & VIEWING AREA</u>						
3201	1		FIRE SERVICE CONDITION	Dry powder extinguisher - insp/test to code (refer Fire Systems Pump Shed)	1	
3200	1		FIRE SERVICE CONDITION	Fire hose reel - insp/test to code (refer Fire Systems Pump Shed)	1	
<u>FOYER / RECEPTION</u>						
3131	1		FIRE SERVICE CONDITION	Fire hydrant/hose reel - insp/test to code (refer Fire Systems Pump Shed)	2	
3132	1		FIRE SERVICE CONDITION	Powder extinguisher - insp/test to code (refer Fire Systems Pump Shed)	1	
<u>INTERIOR</u>						
3138	1		EMERGENCY & EXIT LIGHTING CONDITION	Exit and emergency lighting, switchboard thermal, RCD's - insp/test and log to code		\$1,700.00
<u>POOL HALL</u>						
3054	1		FIRE SERVICE CONDITION	Dry chemical extinguisher - insp/test to code (refer Fire Systems Pump Shed)	1	
3052	1		FIRE SERVICE CONDITION	Fire hydrant and hose reel within cabinet - insp/test to code (refer Fire Systems Pump Shed)	2	
<u>6 YEARLY</u>						
<u>ADMINISTRATION OFFICE</u>						
3146	5		INTERIOR WALLS	Repaint walls	180 m2	\$4,500.00
<u>ASSESSMENT ROOM</u>						
3176	5		INTERIOR WALLS	Repaint painted walls	60 m2	\$1,500.00

ID	MAINT YEAR	PLANT	COMPONENT	CONDITION	QTY	COST
<u>BASKET BALL COURT DISABLED SANITARY/SHOWER</u>						
3220	5		WINDOWS/DOORS	Repaint door and frame	1	\$400.00
<u>BASKETBALL COURT</u>						
3086	2		INTERIOR WALLS	Repaint south wall	48 m2	\$1,200.00
3097	2		WINDOWS/DOORS	Repaint all doors and frames to stores, exits and change passage	11	\$4,400.00
<u>CHANGE ROOM PASSAGE</u>						
3224	5		INTERIOR WALLS	Repaint walls	80 m2	\$2,000.00
<u>CRECHE & TOILET</u>						
3166	5		WINDOWS/DOORS	Repaint toilet door and frame	1	\$400.00
<u>EXTERIOR</u>						
3320	1		STRUCTURE	Repaint steel pergola channels to south elevation of admin office	70 m	\$1,200.00
3327	4		EXTERIOR WALLS	Repaint painted walls to side of east entry and planter boxes	40 m2	\$1,000.00
3315	1		EXTERIOR WALLS	Repaint timber fascia to rear and side of building	70 m	\$1,100.00
<u>FIRST AID ROOM & TOILET</u>						
3151	5		WINDOWS/DOORS	Repaint doors and frames to toilet	2	\$800.00
3149	5		INTERIOR WALLS	Repaint walls	45 m2	\$1,100.00
<u>FIRST FLOOR AEROBIC/CARDIO GYM & VIEWING AREA</u>						
3213	5		WINDOWS/DOORS	Repaint doors and frames to toilets	4	\$1,600.00

ID	MAINT YEAR	PLANT	COMPONENT	CONDITION	QTY	COST
<u>PLANTROOM</u>						
3044	1		WINDOWS/DOORS	Repaint doors and frames to plantroom	2	\$800.00
<u>POOL HALL</u>						
3074	3		INTERIOR WALLS	Repaint painted brick walls to pool hall	310 m2	\$7,800.00
MONTHLY						
<u>FIRE SYSTEM PUMP SHED</u>						
3123	1		HYDRAULIC CONDITION	Fire water tank, bowsers and hydrant - check with fire pumpset	1	
3121	1		FIRE SERVICE CONDITION	Fire pumpset - service with controls, batteries, jacking pump including diesel, flow testing, oil change, hydrants, hose reels & extinguishers	1	\$2,500.00
QUARTERLY						
<u>ADMINISTRATION OFFICE</u>						
3141	1		HEAT / COOL CONDITION	Mitsubishi split system fan units - service with exterior condensers (refer Interior/Exterior)	4	
<u>ASSESSMENT ROOM</u>						
3177	1		HEAT / COOL CONDITION	Mitsubishi split system fan unit - service with exterior condenser (refer Interior/Exterior)	1	
<u>CRECHE & TOILET</u>						
3158	1		HEAT / COOL CONDITION	Mitsubishi split system fan unit - service with exterior condenser (refer Interior/Exterior)	1	
<u>INTERIOR/EXTERIOR</u>						
3106	1		HEAT / COOL CONDITION	Service all air handling plant quarterly		\$3,000.00

ID	MAINT YEAR	PLANT	COMPONENT	CONDITION	QTY	COST
<u>PLANTROOM</u>						
3038	1		SWITCHBOARD CONDITION	Mechanical switchboard - insp/service with air handling plant (refer Interior/Exterior)	1	
<u>ROOF</u>						
3116	1		HYDRAULIC CONDITION	Inspect solar tubing and PVC pipework for leakage	2	\$500.00
3105	1		HEAT / COOL CONDITION	Mitsubishi split system condensers - service with interior fan units (refer Interior/Exterior)	5	
3115	1		HYDRAULIC CONDITION	Solar tubing for spa pool - ok inspect with main pool collectors	1	
3108	1		HEAT / COOL CONDITION	Daikin split system condensers - service with interior fan units (refer Interior/Exterior)	2	
3111	1		HEAT / COOL CONDITION	Apac ducted aircon unit model PO26AUR9AA - PO26 - service (refer Interior/Exterior)	1	
<u>ROTARY HEAT EXCHANGER</u>						
3282	1		HEAT / COOL CONDITION	Service fan, motor and replace filters (9 no.) - refer Interior	1	
<u>YEARLY</u>						
<u>BASKET BALL COURT DISABLED SANITARY/SHOWER</u>						
3222	1		ELECTRICAL / COMMUNICATION CONDITION	Exhaust fan - clean	1	\$50.00
<u>BASKETBALL COURT</u>						
3088	1		STRUCTURE	Basketball backboards and frames - structural integrity test/insp to boards, frames, ring and all connections	2	\$600.00

ID	MAINT YEAR	PLANT	COMPONENT	CONDITION	QTY	COST
<u>BASKETBALL COURT NORTH STORE</u>						
3184	1		SWITCHBOARD CONDITION	Clipsal ACB/RCD electrical distribution switchboard - thermal test (refer Interior)	1	
<u>CRECHE & TOILET</u>						
3169	1		SECURITY SYSTEM CONDITION	Security system controls & sensors - insp/test	1	\$300.00
<u>EXTERIOR</u>						
3319	1		ROOFING	Clear roof gutters of debris and weeds		\$400.00
<u>FOYER / RECEPTION</u>						
3128	1		ELECTRICAL / COMMUNICATION CONDITION	Gantner auto turnstile/gate entry system - service	1	\$2,500.00
3170	1		SECURITY SYSTEM CONDITION	Bosch security system pad - insp/test (refer Creche)	1	
<u>GYMNASIUM</u>						
3196	1		HEAT / COOL CONDITION	Steel aircon ducts - clean	20 m	\$400.00
<u>INTERIOR/EXTERIOR</u>						
3337	1		SECURITY SYSTEM CONDITION	Security/surveillance cameras - clean/test	13	\$500.00
3107	1		HEAT / COOL CONDITION	Allowance for air handling parts and breakdowns		\$7,000.00
<u>PLANTROOM</u>						
3040	1		PLANT TYPE	Astral Viron P600 EVO circulation pumps - bearings and seals as required. Annual allowance	6	\$1,600.00

ID	MAINT YEAR	PLANT	COMPONENT	CONDITION	QTY	COST
3035	1		PLANT TYPE	Chemigem 25m/toddler pool chlorine/ph dosing controls - insp/test diaphragms to new controller	1	\$600.00
3037	1		PLANT TYPE	Dontek digital solar control - insp/check	1	\$500.00
3039	1		SWITCHBOARD CONDITION	Electrical ACB/RCD switchboard - thermal test annually (refer Interior)	1	
3026	1		PLANT TYPE	Astral FG series fibreglass media filters - last resanded between 2016 & 2019) annual allowance for resanding incl lateral replacements	6	\$1,500.00
3344	1		PLANT TYPE	Chemigem spa pool chlorine/ph dosing controls - insp/test diaphragms to new controller	1	\$600.00
3342	1		PLANT TYPE	Raypak gas fired pool boilers - annual servicing	3	\$2,800.00
<u>POOL HALL</u>						
3055	1		FLOOR CONDITION	Granulated rubber flooring to concourse and passage delaminating bubbling in sections - repair split seams		\$500.00
3058	1		HEAT / COOL CONDITION	Steel air handling ducts - clean	90 m	\$1,500.00
<u>ROOF</u>						
3110	1		ELECTRICAL / COMMUNICATION CONDITION	Electric solar panels - clean annually and test invertors	192	\$500.00
<u>SODIUM HYPO/CHEMICAL STORE</u>						
3306	2		PLAYGROUND/ POOL EQUIPMENT	Service/test new dosing controllers & dosing pump diaphragms	2	\$600.00

NOTE:

Estimates are based on October 2019 costs and exclude CPI adjustments, GST, supervision, design/documentation, builder's preliminaries and margin.

Data Sheets – Maintenance

Data Sheets - Condition

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
1	Sporties Health & Fitness Centre							
ADMINISTRATION OFFICE								
3144	CEILING	Patch paint ceiling water damaged by roof leak (centre of main office). Seal leak	2	1			1	\$400.00
3147	ELECTRICAL / COMMUNICATION CONDITION	Lighting - ok	4					
3145	FIRE SERVICE CONDITION	CO2 extinguisher - insp/test to code (refer Fire Systems Pump Shed)	4		M6	1	1	
3142	FLOOR CONDITION	Carpet, ceramic tiles and vinyl flooring - ok	4					
3141	HEAT / COOL CONDITION	Mitsubishi split system fan units - service with exterior condensers (refer Interior/Exterior)	4		Q	1	4	
3140	HWS CONDITION	Rinnai electric HWS (staff kitchen cupboard) - ok	5				1	
3143	INTERIOR WALLS	Laminated benches, cupboards and sink - ok	4					
3146	INTERIOR WALLS	Repaint walls	4		Y6	5	180 m2	\$4,500.00
3139	STRUCTURE	Offices upgraded 2013/14	4					

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
ASSESSMENT ROOM								
3181	CEILING	Ceiling - ok	5					
3174	ELECTRICAL / COMMUNICATION CONDITION	LG Nortel Aria telephone system - ok	5				1	
3179	ELECTRICAL / COMMUNICATION CONDITION	Lighting - ok	4					
3175	EMERGENCY & EXIT LIGHTING CONDITION	Exit and emergency lighting - refer Interior	4					
3178	FLOOR CONDITION	Carpet - ok	4					
3177	HEAT / COOL CONDITION	Mitsubishi split system fan unit - service with exterior condenser (refer Interior/Exterior)	4		Q	1	1	
3176	INTERIOR WALLS	Repaint painted walls	4		Y6	5	60 m2	\$1,500.00
3172	SWITCHBOARD CONDITION	Main electrical ACB switchboard with no RCD's - replace board with ACB/RCD	2	1			1	\$30,000.00
3180	WINDOWS/DOORS	Aluminium windows & doors - ok	4					

BASKET BALL COURT DISABLED SANITARY/SHOWER

3221	CEILING	Ceiling - ok	5					
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ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
3217	ELECTRICAL / COMMUNICATION CONDITION	Lighting - upgrade original lighting	2	1			1	\$400.00
3222	ELECTRICAL / COMMUNICATION CONDITION	Exhaust fan - clean	3		Y	1	1	\$50.00
3223	ELECTRICAL / COMMUNICATION CONDITION	Exhaust fan - upgrade	3	3			1	\$600.00
3218	HYDRAULIC CONDITION	VC pan, cistern and basin - ok	4					
3219	HYDRAULIC CONDITION	Shower rose and grab rails - ok	4					
3216	INTERIOR WALLS	Ceramic tiled walls and floors to toilet/shower - ok	4					
3220	WINDOWS/DOORS	Repaint door and frame	4		Y6	5	1	\$400.00

BASKETBALL COURT

3091	CEILING	Aluminium sisalation - ok	3					
3096	ELECTRICAL / COMMUNICATION CONDITION	LED high bay and fluorescent lighting - ok	5					
3090	ELECTRICAL / COMMUNICATION CONDITION	Bluevane electronic scoreboard and horn - ok	3				1	
3089	EMERGENCY & EXIT LIGHTING CONDITION	Exit and emergency lighting - insp/test to code (refer Interior)	4					

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
3094	FIRE SERVICE CONDITION	Replace dented doors and latch and upgrade sign to hydrant/hose reel cabinet	0	1			2	\$600.00
3093	FIRE SERVICE CONDITION	Fire hydrant & hose reel - insp/test to code (refer Fire Systems Pump Shed)	3		M6	1	2	
3098	FLOOR CONDITION	Quarry tiled flooring - ok	4					
3085	FLOOR CONDITION	Court lines - ok (only casual use for basketball)	4					
3087	FLOOR CONDITION	Rubber matting to gym equipment - ok	3					
3084	FLOOR CONDITION	Recoat floor to court (heavy wear to goal area and adjacent to exit doors)	2		Y3	1	915 m2	\$12,000.00
3100	HYDRAULIC CONDITION	Aqua cooler drink fountain - ok	4				1	
3086	INTERIOR WALLS	Repaint south wall	3		Y6	2	48 m2	\$1,200.00
3095	INTERIOR WALLS	Unpainted brick walls - ok	4					
3088	STRUCTURE	Basketball backboards and frames - structural integrity test/insp to boards, frames, ring and all connections	3		Y	1	2	\$600.00
3092	STRUCTURE	Steel portal frames and roof purlins - ok	4					
3099	WINDOWS/DOORS	Glazed doors and side panels - refer BCA Check List re glass compliance	3					

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
3097	WINDOWS/DOORS	Repaint all doors and frames to stores, exits and change passage	3		Y6	2	11	\$4,400.00

BASKETBALL COURT NORTH STORE

3186	CEILING	Ceiling - ok	4					
3182	ELECTRICAL / COMMUNICATION CONDITION	Upgrade lighting	2	1			1	\$400.00
3185	FIRE SERVICE CONDITION	No extinguisher installed adj to s/board - refer BCA Check List	0	1			1	
3187	FLOOR CONDITION	Concrete floor - ok	4					
3183	PLANT TYPE	Siemans spa air blowers - replace massage blower	2	1			1	\$3,000.00
3184	SWITCHBOARD CONDITION	Clipsal ACB/RCD electrical distribution switchboard - thermal test (refer Interior)	4		Y	1	1	

BASKETBALL COURT STORE

3101	ELECTRICAL / COMMUNICATION CONDITION	Replace lighting to west storeroom off courts	0	1			2	\$800.00
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CHANGE ROOM PASSAGE

3226	CEILING	Ceiling - ok	5					
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ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
3225	ELECTRICAL / COMMUNICATION CONDITION	Lighting - ok	4					
3230	EMERGENCY & EXIT LIGHTING CONDITION	Exit and emergency lighting - refer Interior	4					
3229	FLOOR CONDITION	Granulated rubber floor to dry area passage - ok	3					
3224	INTERIOR WALLS	Repaint walls	4		Y6	5	80 m2	\$2,000.00
3227	PLAYGROUND/ POOL EQUIPMENT	Lockers - corroded - upgrade lockers	2	2			2	\$1,200.00
3228	WINDOWS/DOORS	Repaint doors and frames off passage	4		Y3	3	6	\$2,400.00

COMMUNAL SHOWER PASSAGE

3270	CEILING	Ceiling - ok	5					
3272	ELECTRICAL / COMMUNICATION CONDITION	Lighting - ok	5					
3268	EMERGENCY & EXIT LIGHTING CONDITION	Exit sign - refer Interior	4					
3269	FLOOR CONDITION	Granulated rubber floor - refer Pool Hall	3					
3267	HYDRAULIC CONDITION	Shower roses and taps - ok	3					

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
3266	INTERIOR WALLS	Tiled floor and walls to showers - ok	3					
3271	PLAYGROUND/ POOL EQUIPMENT	Sauna - no longer in use or required	0					
CRECHE & TOILET								
3157	CEILING	Ceiling - ok	5					
3161	ELECTRICAL / COMMUNICATION CONDITION	Upgrade lighting	2	1			7	\$2,800.00
3171	ELECTRICAL / COMMUNICATION CONDITION	Mistral radiant heaters - remove	2	1			2	\$200.00
3159	FLOOR CONDITION	Vinyl and ceramic tiled flooring - ok	4					
3160	FLOOR CONDITION	Carpet - ok but old appearance - replace	3	3			12 m2	\$1,200.00
3158	HEAT / COOL CONDITION	Mitsubishi split system fan unit - service with exterior condenser (refer Interior/Exterior)	4		Q	1	1	
3164	HYDRAULIC CONDITION	VC pan and cistern - ok	3					
3168	INTERIOR WALLS	Repaint walls	4		Y3	3	75 m2	\$1,800.00
3162	INTERIOR WALLS	Vanity & basin - ok Replace taps	2	1			2	\$350.00
3163	INTERIOR WALLS	Laminated bench, cupboard and sink - ok	4					

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
3169	SECURITY SYSTEM CONDITION	Security system controls & sensors - insp/test	3		Y	1	1	\$300.00
3167	SECURITY SYSTEM CONDITION	Security camera - clean (refer Interior)	4					
3166	WINDOWS/DOORS	Repaint toilet door and frame	4		Y6	5	1	\$400.00
EXTERIOR								
3322	CEILING	Repair (north end) and repaint section of east elevation veranda lining	3	1			16 m2	\$400.00
3335	ELECTRICAL / COMMUNICATION CONDITION	Roof mounted flood lights to east elevation - ok	3					
3328	ELECTRICAL / COMMUNICATION CONDITION	Recessed LED lights to east entry canopy - ok	5					
3324	ELECTRICAL / COMMUNICATION CONDITION	Recessed downlights to east and creche verandas - ok	3					
3318	ELECTRICAL / COMMUNICATION CONDITION	Replace original Vandalite security lighting to exterior	2	2			4	\$2,000.00
3334	ELECTRICAL / COMMUNICATION CONDITION	Polycarbonate sphere lights to poles in car park and road entry - missing or damaged	0	1			6	\$2,400.00
3310	EXTERIOR WALLS	Unpainted brick walls - ok	4					
3327	EXTERIOR WALLS	Repaint painted walls to side of east entry and planter boxes	4		Y6	4	40 m2	\$1,000.00

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
3311	EXTERIOR WALLS	Colorbond steel walls - ok	4					
3336	EXTERIOR WALLS	Replace corroded downpipes to west elevation (north end)	0	1			2	\$900.00
3316	EXTERIOR WALLS	Replace rotted section of fascia to south elevation of admin offices	0	1			3 m	\$600.00
3315	EXTERIOR WALLS	Repaint timber fascia to rear and side of building	2		Y6	1	70 m	\$1,100.00
3323	FENCE CONDITION	Weldmesh fence and Gate to Creche playground - ok	3					
3313	PAVING CONDITION	Concrete paving - ok	3					
3325	PAVING CONDITION	Ceramic tiles to east elevation entry steps - ok	4					
3332	PAVING CONDITION	Resign disabled symbols signs to east entry spaces	3		Y3	2	5	\$500.00
3333	PAVING CONDITION	Reline mark car spaces to east car park	2		Y3	2	67	\$900.00
3321	PAVING CONDITION	Clay pavers to east elevation - ok	4					
3329	PAVING CONDITION	Asphalt paving to car park and entry from road - crack seal	2	1				\$2,000.00
3312	ROOFING	Fascia gutters - refer Roof	3					
3319	ROOFING	Clear roof gutters of debris and weeds	2		Y	1		\$400.00
3326	STRUCTURE	Upgrade old timber rubbish bins to east entry with steel bins	2	1			2	\$3,400.00

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
3330	STRUCTURE	Repaint bike rack to east entry	2	1			1	\$100.00
3320	STRUCTURE	Repaint steel pergola channels to south elevation of admin office	3		Y6	1	70 m	\$1,200.00
3317	WINDOWS/DOORS	Steel and roller shutter doors - ok	4					
3314	WINDOWS/DOORS	Aluminium windows and doors - ok	4					

FEMALE CHANGE ROOM

3255	CEILING	Ceiling - repaint	4	4			50 m2	\$1,500.00
3257	ELECTRICAL / COMMUNICATION CONDITION	Maddison hand dryer - upgrade McDonald hand dryer - ok	2	2			1	\$600.00
3254	ELECTRICAL / COMMUNICATION CONDITION	Lighting - ok	5					
3256	ELECTRICAL / COMMUNICATION CONDITION	Airflow exhaust fans - upgrade	3	3			8	\$3,500.00
3260	EMERGENCY & EXIT LIGHTING CONDITION	Exit sign - refer Interior	4					
3247	FLOOR CONDITION	Vinyl & ceramic tiled flooring - ok	4					
3249	HYDRAULIC CONDITION	WC pans, basins and cisterns - ok	4					

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
3251	HYDRAULIC CONDITION	SS urinal and cistern - ok	4					
3252	HYDRAULIC CONDITION	Shower roses and taps - ok	3					
3264	INTERIOR WALLS	Replace damaged ceramic soap holder to N end shower	0	1			1	\$200.00
3253	INTERIOR WALLS	Mirrors - ok	5					
3262	INTERIOR WALLS	Replace missing/loose wall tiles to N end shower	0	1			2 m2	\$500.00
3258	INTERIOR WALLS	Timber bench seat - ok	3					
3250	INTERIOR WALLS	Laminated vanity - ok	4					
3259	INTERIOR WALLS	Upper painted walls - ok	5					
3248	INTERIOR WALLS	Toilet & shower terrazzo partitioning and doors - ok	3					
3261	WINDOWS/DOORS	Repaint entry doors and frame	4		Y3	2	2	\$800.00

FIRE SYSTEM PUMP SHED

3120	FIRE SERVICE CONDITION	Jacking pump replaced recently	5				1	
3121	FIRE SERVICE CONDITION	Fire pumpset - service with controls, batteries, jacking pump including diesel, flow testing, oil change, hydrants, hose reels & extinguishers	3		M	1	1	\$2,500.00

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
3123	HYDRAULIC CONDITION	Fire water tank, bowsers and hydrant - check with fire pumpset	3		M	1	1	
3119	ROOFING	Steel roofing - ok	3					
3118	STRUCTURE	Brick walls to shed - ok	4					
FIRST AID ROOM & TOILET								
3156	CEILING	Ceiling - ok	5					
3154	ELECTRICAL / COMMUNICATION CONDITION	Upgrade lighting	2	1			3	\$1,200.00
3155	ELECTRICAL / COMMUNICATION CONDITION	Upgrade exhaust fan to toilet	3	3			1	\$500.00
3150	FLOOR CONDITION	Replace carpet	2	1			12 m2	\$1,200.00
3165	HYDRAULIC CONDITION	VC pan and cistern - ok	3					
3152	HYDRAULIC CONDITION	Vanity & basin - ok Replace taps	3	1			2	\$400.00
3149	INTERIOR WALLS	Repaint walls	4		Y6	5	45 m2	\$1,100.00
3153	INTERIOR WALLS	Laminated bench, cupboard and sink - ok	4					
3151	WINDOWS/DOORS	Repaint doors and frames to toilet	4		Y6	5	2	\$800.00

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
FIRST FLOOR AEROBIC/CARDIO GYM & VIEWING AREA								
3209	CEILING	Ceiling - ok	5					
3203	ELECTRICAL / COMMUNICATION CONDITION	Ceiling fans - ok	3					
3204	ELECTRICAL / COMMUNICATION CONDITION	TQ wall mounted fans - ok	4					
3207	ELECTRICAL / COMMUNICATION CONDITION	Lighting to rooms - ok	4					
3210	ELECTRICAL / COMMUNICATION CONDITION	Yamaha sound system - ok	3				1	
3212	ELECTRICAL / COMMUNICATION CONDITION	Lighting to toilets - upgrade original lighting	2	1			4	\$1,600.00
3205	EMERGENCY & EXIT LIGHTING CONDITION	Exit and emergency lighting - refer Interior	4					
3200	FIRE SERVICE CONDITION	Fire hose reel - insp/test to code (refer Fire Systems Pump Shed)	4		M6	1	1	
3201	FIRE SERVICE CONDITION	Dry powder extinguisher - insp/test to code (refer Fire Systems Pump Shed)	5		M6	1	1	
3202	FLOOR CONDITION	Carpet - ok	4					

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
3198	HEAT / COOL CONDITION	Replace old RAC aircon units with roof mounted ducted system - refer Roof	0				4	
3214	HYDRAULIC CONDITION	VC pans, basins and cisterns - ok	4					
3215	INTERIOR WALLS	Ceramic tiled walls and floors to toilets - ok	4					
3211	INTERIOR WALLS	Walls - ok	5					
3199	INTERIOR WALLS	Colorbond steel walls - ok	4					
3208	INTERIOR WALLS	Mirrors - ok	5					
3213	WINDOWS/DOORS	Repaint doors and frames to toilets	4		Y6	5	4	\$1,600.00
3206	WINDOWS/DOORS	Repaint doors and frames to rooms	4		Y3	3	6	\$2,400.00

FOYER / RECEPTION

3129	CEILING	Ceiling - ok	5					
3134	ELECTRICAL / COMMUNICATION CONDITION	Downlights and fluorescent lighting - ok	4					
3128	ELECTRICAL / COMMUNICATION CONDITION	Gantner auto turnstile/gate entry system - service	4		Y	1	1	\$2,500.00
3133	EMERGENCY & EXIT LIGHTING CONDITION	Exit and emergency lighting - insp/test to code (refer Interior)	4					

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
3131	FIRE SERVICE CONDITION	Fire hydrant/hose reel - insp/test to code (refer Fire Systems Pump Shed)	4		M6	1	2	
3132	FIRE SERVICE CONDITION	Powder extinguisher - insp/test to code (refer Fire Systems Pump Shed)	4		M6	1	1	
3124	FLOOR CONDITION	Ceramic floor tiles - ok	4					
3130	HEAT / COOL CONDITION	Daikin ceiling mounted cassette unit - service with condenser (refer Interior/Exterior)	4				1	
3125	INTERIOR WALLS	Laminated reception counter - ok	4					
3170	SECURITY SYSTEM CONDITION	Bosch security system pad - insp/test (refer Creche)	3		Y	1	1	
3136	SECURITY SYSTEM CONDITION	Security camera - clean (refer Interior)	4				1	
3126	STRUCTURE	Reception upgraded 2013/14	4					
3127	WINDOWS/DOORS	Aluminium windows and doors - ok Refer BCA program re glass	3					
3135	WINDOWS/DOORS	Repaint timber doors and frames off foyer and passage	4		Y3	2	8	\$3,200.00

GYMNASIUM

3189	CEILING	Ceiling - ok	4					
3190	ELECTRICAL / COMMUNICATION CONDITION	Lighting - ok	5					

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
3195	ELECTRICAL / COMMUNICATION CONDITION	Ceiling fans - ok	3					
3194	ELECTRICAL / COMMUNICATION CONDITION	TQ wall mounted fans - ok	4					
3192	EMERGENCY & EXIT LIGHTING CONDITION	Exit and emergency lighting - refer Interior	4					
3191	FLOOR CONDITION	Rubber and carpet flooring - ok	4					
3197	HEAT / COOL CONDITION	Apac ducted aircon - refer Roof	2				1	
3196	HEAT / COOL CONDITION	Steel aircon ducts - clean	3		Y	1	20 m	\$400.00
3193	INTERIOR WALLS	Mirrors - ok	5					
3188	INTERIOR WALLS	Repaint walls	3		Y3	2	150 m2	\$3,700.00

INTERIOR

3138	EMERGENCY & EXIT LIGHTING CONDITION	Exit and emergency lighting, switchboard thermal, RCD's - insp/test and log to code	4		M6	1		\$1,700.00
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INTERIOR/EXTERIOR

3107	HEAT / COOL CONDITION	Allowance for air handling parts and breakdowns			Y	1		\$7,000.00
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ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
3106	HEAT / COOL CONDITION	Service all air handling plant quarterly			Q	1		\$3,000.00
3337	SECURITY SYSTEM CONDITION	Security/surveillance cameras - clean/test	4		Y	1	13	\$500.00
MALE CHANGE ROOM								
3239	CEILING	Ceiling - repaint	4	4			50 m2	\$1,500.00
3241	ELECTRICAL / COMMUNICATION CONDITION	Maddison hand dryer - upgrade Lanson hand dryer - ok	2	2			1	\$600.00
3238	ELECTRICAL / COMMUNICATION CONDITION	Lighting - ok	5					
3240	ELECTRICAL / COMMUNICATION CONDITION	Airflow exhaust fans - upgrade	3	3			8	\$3,500.00
3244	EMERGENCY & EXIT LIGHTING CONDITION	Exit sign - insp/test to code (refer Interior)	4					
3231	FLOOR CONDITION	Vinyl & ceramic tiled flooring - ok	4					
3246	HEAT / COOL CONDITION	Braemar ducted a/c controller - ok	4				1	
3235	HYDRAULIC CONDITION	SS urinal and cistern - ok	4					
3236	HYDRAULIC CONDITION	Shower roses and taps - ok	3					
3233	HYDRAULIC CONDITION	WC pans, basins and cisterns - ok	4					

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
3232	INTERIOR WALLS	Toilet & shower terrazzo partitioning and doors - ok	3					
3263	INTERIOR WALLS	Ceramic wall tiles - ok	4					
3237	INTERIOR WALLS	Mirrors - ok	5					
3243	INTERIOR WALLS	Upper painted walls - ok	5					
3242	INTERIOR WALLS	Timber bench seat - ok	3					
3234	INTERIOR WALLS	Laminated vanity - ok	4					
3245	WINDOWS/DOORS	Repaint entry door and frame	4		Y3	2	1	\$400.00

PLANTROOM

3043	CEILING	Repair and repaint ceiling to plantroom	2	1			20 m2	\$700.00
3042	FIRE SERVICE CONDITION	No fire extinguisher adjacent to switchboard - refer BCA Check List	0				1	
3298	HYDRAULIC CONDITION	Label all PVC pipework & valves to the plant room	0	1				\$600.00
3029	PLANT TYPE	Raypak model PO430N gas fired pool boilers - to be upgraded 2019 with condensing boiler	2				2	
3148	PLANT TYPE	Astral Viron P600 pumps - replace 2no. With Viron P520XT pumps	3	1			2	\$8,000.00

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
3342	PLANT TYPE	Raypak gas fired pool boilers - annual servicing	2		Y	1	3	\$2,800.00
3026	PLANT TYPE	Astral FG series fibreglass media filters - last resanded between 2016 & 2019) annual allowance for resanding incl lateral replacements	3		Y	1	6	\$1,500.00
3028	PLANT TYPE	Raypak model PO167 gas fired spa pool boiler - to be upgraded 2019 with condensing boiler	2				1	
3041	PLANT TYPE	Davey solar pump - bearing and seals	3		Y5	2	1	\$800.00
3040	PLANT TYPE	Astral Viron P600 EVO circulation pumps - bearings and seals as required. Annual allowance	3		Y	1	6	\$1,600.00
3037	PLANT TYPE	Dontek digital solar control - insp/check	4		Y	1	1	\$500.00
3035	PLANT TYPE	Chemigem 25m/toddler pool chlorine/ph dosing controls - insp/test diaphragms to new controller	2		Y	1	1	\$600.00
3032	PLANT TYPE	Onga FS F31 sand filter and Astral FG series media filter - decommissioned. Replace	0	1			2	\$9,000.00
3031	PLANT TYPE	Onga P33 sand filter - ok (refer resanding allowance)	3				1	
3030	PLANT TYPE	Spa pool acid - relocate acid container into chemical store, label and install in bund	0	1			1	\$700.00
3344	PLANT TYPE	Chemigem spa pool chlorine/ph dosing controls - insp/test diaphragms to new controller	2		Y	1	1	\$600.00

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
3038	SWITCHBOARD CONDITION	Mechanical switchboard - insp/service with air handling plant (refer Interior/Exterior)	3		Q	1	1	
3039	SWITCHBOARD CONDITION	Electrical ACB/RCD switchboard - thermal test annually (refer Interior)	3		Y	1	1	
3044	WINDOWS/DOORS	Repaint doors and frames to plantroom	2		Y6	1	2	\$800.00

POOL HALL

3071	CEILING	Ripplefoil ceiling - minor dents	3					
3065	ELECTRICAL / COMMUNICATION CONDITION	Fluorescent wall mounted lighting - ok	5					
3077	ELECTRICAL / COMMUNICATION CONDITION	Speedo wall mounted timer - ok	3				1	
3068	ELECTRICAL / COMMUNICATION CONDITION	Heatray radiant heaters over seating - ok	4				3	
3057	ELECTRICAL / COMMUNICATION CONDITION	LED lighting - ok	5					
3080	ELECTRICAL / COMMUNICATION CONDITION	Emergency telephone - ok	4				1	
3083	ELECTRICAL / COMMUNICATION CONDITION	Upgrade lights to north end of spa and toddler pools	2	1			2	\$800.00

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
3078	ELECTRICAL / COMMUNICATION CONDITION	Wall mounted speakers - ok	3					
3064	EMERGENCY & EXIT LIGHTING CONDITION	Exit and emergency lighting - refer Interior	4					
3072	FENCE CONDITION	Weldmesh fence and gates to toddler and spa pools - corrosion proof	2	1				\$400.00
3052	FIRE SERVICE CONDITION	Fire hydrant and hose reel within cabinet - insp/test to code (refer Fire Systems Pump Shed)	3		M6	1	2	
3053	FIRE SERVICE CONDITION	Fire hydrant and hose reel within cabinet - upgrade sign to cabinet	0	1			1	\$400.00
3054	FIRE SERVICE CONDITION	Dry chemical extinguisher - insp/test to code (refer Fire Systems Pump Shed)	4		M6	1	1	
3055	FLOOR CONDITION	Granulated rubber flooring to concourse and passage delaminating bubbling in sections - repair split seams	2		Y	1		\$500.00
3058	HEAT / COOL CONDITION	Steel air handling ducts - clean	3		Y	1	90 m	\$1,500.00
3051	HYDRAULIC CONDITION	Spa pool PVC supply and return pipes - no leakage	3					
3050	HYDRAULIC CONDITION	Main & toddler pools PVC supply and return pipes - advised no leakage	3					
3081	INTERIOR WALLS	Colorbond steel walls - ok	3					

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
3076	INTERIOR WALLS	Treat corrosion to corner portal columns (SE & SW)	2	1			4 m2	\$300.00
3074	INTERIOR WALLS	Repaint painted brick walls to pool hall	3		Y6	3	310 m2	\$7,800.00
3059	PLAYGROUND/ POOL EQUIPMENT	Sunbather pool blanket winder - ok	4				1	
3082	PLAYGROUND/ POOL EQUIPMENT	Sunbather thermal blankets to pools - ok	3					
3067	PLAYGROUND/ POOL EQUIPMENT	Oxford disabled chair to main pool concourse - corrosion proof	3	1			1	\$200.00
3066	PLAYGROUND/ POOL EQUIPMENT	Plastic skimmer boxes to concourse - ok	3				14	
3060	POOL SHELL	Mosaic tiles to pool walls and floor - ok Advised no leakage evident from pool shells	3					
3062	POOL SHELL	Chrome steel ladders - ok	4					
3079	SECURITY SYSTEM CONDITION	Security/surveillance camera - clean (refer Interior/Exterior)	3					
3069	STRUCTURE	Aluminium bench seating - ok	4					
3070	STRUCTURE	Steel portal frames to roof - ok	3					
3075	WINDOWS/DOORS	Repaint entry doors off foyer passage	3		Y3	2	2	\$800.00
3063	WINDOWS/DOORS	Aluminium windows and doors - ok	3					

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
POOL HALL DISABLED SANITARY/SHOWER								
3280	CEILING	Ceiling - ok (cleaners to remove toilet paper)	4					
3279	ELECTRICAL / COMMUNICATION CONDITION	Lighting - ok	5					
3278	ELECTRICAL / COMMUNICATION CONDITION	Exhaust fan - upgrade	2	1			1	\$600.00
3273	FLOOR CONDITION	Vinyl flooring - ok	5					
3275	HYDRAULIC CONDITION	Shower rose, grab rail and taps - ok	4					
3276	HYDRAULIC CONDITION	Pan, basin and cistern - ok	4					
3274	INTERIOR WALLS	Ceramic wall tiles - ok	4					
3277	INTERIOR WALLS	Mirror - ok	5					
3281	WINDOWS/DOORS	Repaint door and frame	3		Y3	1	1	\$400.00

POOL HALL FAMILY DISABLED CHANGE ROOM

3292	CEILING	Ceiling - ok	4					
3291	ELECTRICAL / COMMUNICATION CONDITION	Lighting - ok	5					

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
3290	ELECTRICAL / COMMUNICATION CONDITION	Exhaust fan - upgrade	2	1			1	\$600.00
3285	FLOOR CONDITION	Vinyl flooring - ok	5					
3288	HYDRAULIC CONDITION	Pan, basin and cistern - ok	4					
3287	HYDRAULIC CONDITION	Shower rose, grab rail and taps - ok	4					
3294	INTERIOR WALLS	Plastic wall mounted baby's change table - ok	4					
3289	INTERIOR WALLS	Mirror - ok	5					
3286	INTERIOR WALLS	Ceramic wall tiles - replace missing/loose tiles	2	1			4	\$500.00
3295	PLAYGROUND/ POOL EQUIPMENT	Oxford mobile disabled chair lift - ok	5				1	
3293	WINDOWS/DOORS	Repaint door and frame	3		Y3	1	1	\$400.00

POOL STORE

3046	HWS CONDITION	Rheem HD gas hot water unit - decommissioned. Refer Roof	0				1	
3047	WINDOWS/DOORS	Replace door to pool equipment store	0	1			1	\$800.00

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
ROOF								
3110	ELECTRICAL / COMMUNICATION CONDITION	Electric solar panels - clean annually and test invertors	5		Y	1	192	\$500.00
3112	HEAT / COOL CONDITION	Apac ducted aircon unit model PO26AUR9AA - PO26 - replace	2	1			1	\$30,000.00
3108	HEAT / COOL CONDITION	Daikin split system condensers - service with interior fan units (refer Interior/Exterior)	3		Q	1	2	
3109	HEAT / COOL CONDITION	Bonair evaporative cooler - no longer used	0				1	
3111	HEAT / COOL CONDITION	Apac ducted aircon unit model PO26AUR9AA - PO26 - service (refer Interior/Exterior)	2		Q	1	1	
3105	HEAT / COOL CONDITION	Mitsubishi split system condensers - service with interior fan units (refer Interior/Exterior)	3		Q	1	5	
3116	HYDRAULIC CONDITION	Inspect solar tubing and PVC pipework for leakage			Q	1	2	\$500.00
3114	HYDRAULIC CONDITION	Solar tubing for main/toddler pools - upgrade solar tubing & pipework	3	5			1	\$32,000.00
3115	HYDRAULIC CONDITION	Solar tubing for spa pool - ok inspect with main pool collectors	4		Q	1	1	
3117	ROOFING	Replace corroded downpipes to west elevation - (refer Exterior)	2	1			2	
3102	ROOFING	Colorbond steel roofing - ok	4					

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
3103	ROOFING	Replace rusted out fascia gutter to west side of pool hall roof (from leaking solar tubing)	0	1			12 m	\$700.00

ROTARY HEAT EXCHANGER

3282	HEAT / COOL CONDITION	Service fan, motor and replace filters (9 no.) - refer Interior	3		Q	1	1	
3343	HEAT / COOL CONDITION	Upgrade controls to rotary heat exchanger - refer Cobram Electrical & Data	3	2			1	
3284	HEAT / COOL CONDITION	Replace flender drive motor to rotary heat exchanger (quoted by RBR Refrigeration)	2	1			1	\$4,000.00
3283	HEAT / COOL CONDITION	Adjust and lubricate metal doors and latches to enclosure	2	1			2	\$400.00

SODIUM HYPO/CHEMICAL STORE

3304	EXTERNAL SIGNS	Hazchem signage to bund and external wall - ok	3					
3308	FLOOR CONDITION	Concrete floor to store - ok	4					
3307	HYDRAULIC CONDITION	Safety shower/eye wash - ok (can be relocated externally if space required for new dosing plant)	3				1	
3306	PLAYGROUND/ POOL EQUIPMENT	Service/test new dosing controllers & dosing pump diaphragms			Y	2	2	\$600.00
3305	PLAYGROUND/ POOL EQUIPMENT	Prominent Beta 4 hypo dosing pump - replace with dosing controllers (refer Plantroom)	2	1			1	

ID	COMPONENT	CONDITION	CON FACTOR	MAINT YEAR	CYCL PERIOD	MAINT LIFE	QTY	COST
3303	PLAYGROUND/ POOL EQUIPMENT	Sodium hypo bund, o/flow, vent, fill point - generally to industry standards	3					
3302	PLAYGROUND/ POOL EQUIPMENT	Sodium hypo tank 1500 litre (10 years old) - replace tank	2	1			1	\$3,800.00
3301	PLAYGROUND/ POOL EQUIPMENT	Sodium bicarbonate in labelled bins - install labels to wall for all chemicals	0	1				\$300.00
3300	PLAYGROUND/ POOL EQUIPMENT	Enclose all chemical feed lines in conduit and fix to wall	0	1			2	\$700.00
3299	PLAYGROUND/ POOL EQUIPMENT	Plastic diluted acid container - ok	4				1	
3297	PLAYGROUND/ POOL EQUIPMENT	Acid containers banded - install label to wall	3	1			1	\$300.00

Data Sheets – Capital Program

CAPITAL PROGRAM

SPACE	CONDITION	CAP	QTY	COST
1 Sporties Health & Fitness Centre				
PROGRAM YEAR 1				
ROOF	Install new ducted aircon unit for first floor aerobics and cardio gym rooms (replace RAC's)	CAP	1	\$35,000.00
POOL HALL	Terra cotta edge tiling to pools - epoxy coat	CAP	109 m	\$3,000.00
ROOF	Aluminium access ladder - ok Install additional ladder, anchors and access walkways for safety	CAP		\$6,500.00
SODIUM HYPO/CHEMICAL STORE	Install shielded light	CAP	1	\$500.00
SODIUM HYPO/CHEMICAL STORE	No external hypo delivery vehicle containment - recommend installation of concrete containment, pit and discharge valve	CAP	1	\$25,000.00
EXTERIOR	Paint "No parking" sign to pavement adjacent east entrance	CAP	1	\$400.00
SODIUM HYPO/CHEMICAL STORE	Consideration to installing bromine tank with new dosing controls/pump for spa pool (refer Plantroom)	CAP	1	
PROGRAM YEAR 2				
EXTERIOR	Rinnai series 200 gas instantaneous hot water units - consideration to installing Rinnai Demand Duo system if peak demand is insufficient. No allowance for gas supply upgrade.	CAP	3	\$8,000.00
PLANTROOM	Chemigem spa pool chlorine/ph dosing controls - upgrade to Prominent controls, dosing pump & bromine tank	CAP	1	\$18,000.00

SPACE	CONDITION	CAP	QTY	COST
POOL STORE	Install lighting	CAP	1	\$500.00
PLANTROOM	Install new & additional sealed lighting to plant room	CAP	2	\$800.00
PLANTROOM	Chemigem 25m/toddler pool chlorine/ph dosing controls - upgrade to Prominent diaLOg 500 dosing controller & dosing pumps. Refer Capital Program	CAP	1	\$20,500.00
PROGRAM YEAR 3				
BASKETBALL COURT	Consideration to installing insulation to upper steel walls of stadium to improve conditions over summer and winter	CAP		\$40,000.00
POOL STORE	Upgrade old shelving within pool equipment store	CAP		\$1,800.00
PROGRAM YEAR 4				
INTERIOR	Refer Disabled Program in relation to disabled person's lift access to upper level spaces	CAP	1	
EXTERIOR	Consideration to installing rainwater tank and rainwater harvesting system (Davey Rainbank or equiv.) to change room toilet cisterns	CAP	1	\$16,000.00
POOL HALL	Granulated rubber flooring to concourse and passage - replace if required. Alternatively remove & apply Monotek coating (\$15 to 20K)	CAP	490 m2	\$140,000.00
POOL HALL	Weldmesh fence and gates to toddler and spa pools - upgrade to framed/frameless glass	CAP	15 m	\$8,000.00
TOTAL ESTIMATED COST				\$324,000.00

SPACE	CONDITION	CAP	QTY	COST
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Estimates are based on October 2019 costs and exclude CPI adjustments, GST, supervision, design/documentation, builder's preliminaries and margin

Disabled Access and Facilities Check List

DISABLED ACCESS AND FACILITIES CHECK LIST

COMPONENT	ITEM	REQUIREMENT	ACTUAL/ RECOMMENDATION	C/N	COST
Sporties Health & Fitness Centre					
1.1	Car Park	Designated parking available for persons with disabilities	3800 wide x 5400 length	Disabled car spaces provided in car park	C
1.2	Car Park	Number of disabled car spaces	1 space per 100	5 no. spaces provided adjacent to the main entrance. In excess of code requirements	C
1.3	Car Park	Is space within 60 m of entrance to building		Yes < 60m to the main east entry	C
1.4	Car Park	Size	2400mm wide and 5400mm long	Space width - 2.8m. But no shared space or bollard. Modify to code	N \$1,500.00
1.5	Car Park	Sign	International symbol	Painted symbol signs on pavement	C
1.6	Car Park	Ramped kerb access to the building from car park	Yes / No	Kerb ramps provided from car park to entry	C
1.7	Car Park	Are tactile indicators provided to ramps, stairs and pedestrian crossings in car park	Yes / No	Tactiles provided to entrance steps. No tactile indicators to 2no. Interior stairs. Install	N \$2,500.00
1.8	Car Park	Is access provided (min 1000 mm width/ 2000mm height) as a continuous path of travel	Yes	Yes	C
2.1	Walkways, ramps & landings	Location of walkway		Walkway from car park (under east veranda)	
2.2	Walkways, ramps & landings	Is walkway a continuous accessible path of travel	Yes / No	Yes	C
2.3	Walkways, ramps & landings	Width	1000 mm	>1000mm	C
2.4	Walkways, ramps & landings	Vertical Clearance	2000 mm	> 2000mm	C
2.5	Walkways, ramps & landings	Walkway gradient	1:33 (3%)	< 1%	C
2.6	Walkways, ramps & landings	Walkway length	25m	N/a	
2.9	Walkways, ramps & landings	Crossfall	< 1: 40 (2.5%)	< 1:40	C

DISABLED ACCESS AND FACILITIES CHECK LIST

	COMPONENT	ITEM	REQUIREMENT	ACTUAL/ RECOMMENDATION	C/N	COST
2.10	Walkways, ramps & landings	Type of walkway	Smooth hard surface	Pavers	C	
2.11	Walkways, ramps & landings	Kerb ramp provided or at grade	Yes / No	Kerb ramp to car park leading to walkway	C	
2.12	Walkways, ramps & landings	Kerb ramp grade	1: 8 (12.5%)	<1:8	C	
2.13	Walkways, ramps & landings	Kerb ramp length	1520 max		C	
2.14	Walkways, ramps & landings	Kerb ramp width	1000 min	>1000mm	C	
3.1	Gate	Is there a gate restricting access to the building	Yes / No	Gates installed to the toddler and spa pools		
3.2	Gate	Width	> 760 mm	>850mm	C	
3.3	Gate	Latch height	900 - 1000 mm	Latches set > 1000mm (high level) to prevent child access	N	
4.1	Ramp / Landing / Step (Ext)	Ramp/ at grade / step ramp / step	Ramp /at grade/step ramp	No external ramps		
4.2	Ramp / Landing / Step (Ext)	Raised threshold	< 5mm	N/a		
4.5	Ramp / Landing / Step (Ext)	Ramp gradient (1:14 max)	1:14 (7%)	N/a		
4.8	Ramp / Landing / Step (Ext)	Ramp length	14m	N/a		
4.10	Ramp / Landing / Step (Ext)	No. of ext doors without steps	At least one door for use by public in a continuous path of travel	Most doors and entrances without steps. Step ramp at main entrance	C	
4.12	Ramp / Landing / Step (Ext)	Step Ramp gradient	<1:8 (12.5%)	Main east entry step ramp gradient - 22.5%	N	
4.13	Ramp / Landing / Step (Ext)	Step Ramp length	1520 mm (max) with landing length > 1300 mm	Main east entry step ramp length - 300mm. Replace ramp with new ramp of gradient 1:8 and max length of 1520mm	N	\$800.00
5.1	Ramp / Landing (Interior)	Ramps location		No interior ramps		
6.1	Ramp Handrails	Provided?	To all ramps at min of 1000 mm apart	N/a		
6.2	Ramp Handrails	Handrail height	865 - 1000 mm	N/a		
6.3	Ramp Handrails	Handrail dia.	30 -40 mm	N/a		
6.4	Ramp Handrails	Handrail clearance to wall	> 50 mm	N/a		

DISABLED ACCESS AND FACILITIES CHECK LIST

	COMPONENT	ITEM	REQUIREMENT	ACTUAL/ RECOMMENDATION	C/N	COST
6.5	Ramp Handrails	Length of ramp w/o handrail	All	N/a		
6.6	Ramp Handrails	Handrail extension	300 mm	N/a		
6.9	Ramp Handrails	Is there a slot or gap in the 75-150 range	No - not permitted in this range	N/a		
7.1	Doorways	Width	850 mm (min.)	Most doorways/openings >850mm. Disabled sanitary/shower door - 810mm	N	
8.1	Circulation Space	Complying		Circulation space complies to all doors	C	
9.1	Distance between doors in passageways	Complying	> 1340 mm total clearance b/n doors	N/a		
10.1	Corridors	Wide enough for 1 wheel chair to travel	1200 mm wide	1820mm wide to Pool Hall passage	C	
10.2	Corridors	2 wheel chairs to pass	1800 mm wide	Pool Hall passage - 1820mm clear width	C	
10.3	Corridors	Are there obstructions to the corridor width		No obstructions	C	
10.4	Corridors	Sufficient space for wheel chair to turn 360 deg	2250 mm	Yes	C	
10.5	Corridors	180 deg	1540 mm wide (over 2070 of the corridor)	Yes	C	
11.1	Door Glazing	Glazed doors in building with contrasting strip - Visual indicators on glazing		A number of high level glass panels to interior (timber doors). Full height glazed doors & side panels are without visual contrasting strips - install	N	\$500.00
11.2	Door Glazing	Glass height - Min	1000 mm	Glazed door with high glass panels - Change passage/ Gym/Pool Hall - 1030-1060mm, Lower glass to 1000mm above floor	N	\$2,500.00
11.3	Door Glazing	Glass height - max	1600 mm	Ok	C	
11.4	Door Glazing	Glass width - min	150 mm	Ok	C	
11.5	Door Glazing	Clearance - max	200 mm	Ok	C	
12.1	Door Handles	Lever type		Lever, bar, D pulls	C	
12.2	Door Handles	Clearance	35 - 40 mm	40mm	C	

DISABLED ACCESS AND FACILITIES CHECK LIST

	COMPONENT	ITEM	REQUIREMENT	ACTUAL/ RECOMMENDATION	C/N	COST
12.3	Door Handles	Height	900 - 1100 mm	Change room passage - 1150mm high handle, Creche - 1600mm high handle (to prevent child egress)	N	
12.4	Door Handles	Clearance	60 mm (min)	Ok	C	
12.5	Door Handles	Location where non complying		Change room passage door handles - lower to 900-1150mm above floor	N	\$800.00
14.1	Stairways	Open Riser	Should not be open riser	Stair 1 - closed riser, Stair 2 - open riser	N	
14.3	Stairways	Location		Stair 2 - west end of basketball court	N	
14.4	Stairways	Strips to nosing	Painted white line to nosing for vision impaired	Black/silver strips to Stair 1 nosing's. None to Stair 2. Install painted strips	N	\$1,200.00
14.5	Stairways	Handrail installed	Yes	Handrails to both stairs	C	
14.7	Stairways	Height above nosing	865 - 1000 mm	Stair 1 - 900mm, Stair 2 - 1260mm	N	
14.8	Stairways	Rail extension	300 mm (min)	No rail extensions.	N	
14.9	Stairways	Tread width	275 - 300mm	Stair 1 - 300mm treads, Stair 2 - 260mm treads	N	
14.10	Stairways	Riser	150 - 165mm	Stair 1 - 160mm risers, Stair 2 - 200mm risers	N	
15.1	Sanitary Facilities	WC provided	Unisex or combined WC and washroom for each sex	Provided - 3no - Off basketball court and off change room passage	C	
15.2	Sanitary Facilities	Male / Female / Unisex		Unisex	C	
15.3	Sanitary Facilities	Dimensions of WC	X = 800 (min)	Court WC - 700mm, Change - 700mm, Family change - 700mm	N	
15.4	Sanitary Facilities	Dimensions of WC	Y = 1200 (min)	All >1200mm	C	
15.5	Sanitary Facilities	Dimensions of WC	A = 1600 (min)	All >1600mm	C	
15.6	Sanitary Facilities	Dimensions of WC	B = 2000 (min)	All >2000mm	C	
15.7	Sanitary Facilities	Basin	Hand basin provided inside or outside the WC	All with basin inside	C	
15.8	Sanitary Facilities	Basin height	770 - 800 mm	All basins set at 800mm height	C	
15.9	Sanitary Facilities	Tap position	300 mm	All basin taps set back 400mm. Install extension lever taps	N	\$1,800.00

DISABLED ACCESS AND FACILITIES CHECK LIST

COMPONENT	ITEM	REQUIREMENT	ACTUAL/ RECOMMENDATION	C/N	COST	
15.10	Sanitary Facilities	WC Grabrail	Required to option A or option B detail	A type and single rail	C	
15.11	Sanitary Facilities	WC Grabrail	Grab rail height	Court WC - 1000mm, Change - slanted rail, Family change - 820mm. Modify to code	N	\$2,400.00
15.12	Sanitary Facilities	Mirror height	H1 = 900 mm	Court WC - 1340mm, Change - 1320mm, Family change - 1230mm	N	
15.13	Sanitary Facilities	Mirror height	H2 = 1850 mm	Court WC - 1930mm, Change - 1900mm, Family change - 1810mm. Modify mirror heights	N	\$1,500.00
16.1	Shower Facilities	Dimensions of shower	C = 1160 (min)	3 no. disabled showers with >1160mm	C	
16.2	Shower Facilities	Dimensions of shower	E = 1100 (min)	3 no. disabled showers with >1100mm	C	
16.3	Shower Facilities	Dimensions of shower	F = 1600 (min)	3 no. disabled showers with >1600mm	C	
16.4	Shower Facilities	Dimensions of shower	G = 1400 (min)	3 no. disabled showers with >1400mm	C	
16.5	Shower Facilities	Grab rail height	800 mm	Grab rail to showers - 850mm, 860mm & 820mm. Modify rails	N	\$900.00
16.6	Shower Facilities	Seat provided	Yes / No	Free standing seats in all disabled shower	C	
16.7	Shower Facilities	Seat height	480 mm	Ok	C	
17.1	Floor surface to ramps, walkways & landings	Wet locations (ext)	Textured finish or exposed aggregate, asphalt, rough stone or brick, slip resistant tiles	Ok	C	
17.2	Floor surface to ramps, walkways & landings	Dry locations (int)	No slippery or high gloss finish	Ok	C	
18.1	Signage	International symbols	Provide in accordance with Clause 14 - white on blue	All painted symbols to doors. Install Braille/symbol signs adjacent to all doors	N	\$1,500.00
19.1	Seating in places of entertainment	Space width in row	800 mm at end of row or by removing seats	N/a		
21.1	Reception	Reception counter	Accessible counter section < 870 mm above the floor	740mm high reception counter.section provided	C	
21.2	Reception	Is there a clear accessible route to the counter		Yes	C	

DISABLED ACCESS AND FACILITIES CHECK LIST

	COMPONENT	ITEM	REQUIREMENT	ACTUAL/ RECOMMENDATION	C/N	COST
21.3	Reception	Reception area clearly signed with lower level signs		No. Install reception sign under counter	N	\$400.00
21.4	Reception	Is there a waiting area with seating 400-450 above floor		Provided	C	
21.5	Reception	Does seating have arms and a back 750 -790 above floor		Provided	C	
21.6	Reception	Lighting levels: Circulation space Counter tops general display	150 lux 250 lux 200 -300 lux	Ok	C	
22.1	Lifts	Lift available between floors		No lift access to first floor level, only stairs. Consideration to installing a disabled passenger lift	N	100,000.00
23.1	Swimming Pools	Ramps provided at correct grade between all pools and change rooms	Yes	At grade between change rooms and pool	C	
23.2	Swimming Pools	Are handrails provided en route from the change rooms to the pool	Yes	To pool hall south wall	C	
23.3	Swimming Pools	Is the edge of the pool identified by a change in colour or texture	Yes	Yes with terra cotta tiles	C	
23.4	Swimming Pools	Can the pool be assessed at all times	Yes	Disabled chairs available	C	
23.5	Swimming Pools	Is there a lift, fixed / mobile hoist available for access to the water	Yes	Disabled chairs available	C	
23.6	Swimming Pools	Is there ramp access available for a wheel chair or walking frame	Yes	No ramp into pools - refer 23.5	N	
23.7	Swimming Pools	Are there support railings or structures available on the side of the pool to maintain balance	Yes	No edge rail support	N	
23.8	Swimming Pools	Are handrails available at stair and ladder entry	Yes	Provided	C	

DISABLED ACCESS AND FACILITIES CHECK LIST

	COMPONENT	ITEM	REQUIREMENT	ACTUAL/ RECOMMENDATION	C/N	COST
23.9	Swimming Pools	Are pool stairs non-slip	Non-slip treads	Yes	C	
23.10	Swimming Pools	Do turnstiles or gates restrict access at entry or exit	No	Auto turnstile and gates at reception	C	
23.11	Swimming Pools	Is there an opening wider than 820mm	Yes	Most door openings	C	
23.12	Swimming Pools	Are there ticket m/c with coin feed b/n 800-900 high	No	N/a		
23.13	Swimming Pools	Are there shaded areas adjacent to outdoor areas	Yes to pool surrounds	N/a		
23.14	Swimming Pools	Are all doors wheelchair accessible	Yes	Yes	C	
23.15	Swimming Pools	Are there continuous paths of travel to all areas including first aid, gym, change, telephone, etc	Yes	Yes	C	
23.16	Swimming Pools	Are accessible baby change rooms provided	Yes - preferably in unisex change/toilet	Provided	C	
24.1	Sanitary Facilities	Provision of an ambulant disabled WC	Yes	No ambulant disabled WC - convert family change pan with additional rail	N	\$600.00
TOTAL ESTIMATED COST						\$118,900.00

DISABLED ACCESS AND FACILITIES CHECK LIST

COMPONENT	ITEM	REQUIREMENT	ACTUAL/ RECOMMENDATION	C/N	COST
TOTAL ESTIMATED COST - ALL FACILITIES					\$118,900.00

Note: Some cost estimates refer to the maintenance and capital program. Refer Table 1 for details.

BCA Check List

BUILDING COMPLIANCE - CHECK LIST

ITEM	CLAUSE NAME	CLAUSE DESCRIPTION	ACTUAL / COMMENT	C/N	COST
Sporties Health & Fitness Centre					
USE:	Public aquatic & recreation centre	RISE IN STOREYS:	2		
BUILDING FLOOR AREA:	3265 m2	NUMBER OF PERSONS ACCOMMODATED:			
EXTERNAL WALLS:	Brick	INTERNAL WALLS:	Brick & stud	FLOORS:	Concrete & timber
				ROOF:	Steel
B1.3.1	Materials & Forms of construction (glazing only)	Glazing in framed doors to AS 1288	Creche, office & assessment room sliding doors have labels/decals to AS1288	C	
B1.3.1	Materials & Forms of construction (glazing only)	Glazing in framed doors to AS 1288	Glass doors between reception, basketball court, assessment room, exterior creche and office doors with no contrasting decal	N	\$300.00
B1.3.1	Materials & Forms of construction (glazing only)	Glazing in framed doors to AS 1288	Glass doors with chair rail to main east entrance - no label indicating safety glass	N	\$200.00
B1.3.1	Materials & Forms of construction (glazing only)	Glazing in framed doors to AS 1288	Glass door between reception and admin office - no label indicating safety glass	N	\$100.00
B1.3.2	Materials & Forms of construction (glazing only)	Side panels which are <300mm from door and can be mistaken for door in path of travel:	Glass to change passage, creche and pool hall set at 1000mm above floor with decals	C	
B1.3.2	Materials & Forms of construction (glazing only)	Side panels which are <300mm from door and can be mistaken for door in path of travel:	Glass side panels between reception and basketball court - no label indicating safety glass	N	\$200.00
B1.3.2	Materials & Forms of construction (glazing only)	Side panels which are <300mm from door and can be mistaken for door in path of travel:	Glass side panels with chair rail to main east entrance - no label indicating safety glass	N	\$200.00
C1.1.1	Type of Construction required	Rise in storey of 1: Type C; 2:Type B; 3 or more: Type A	Type B - rise in storey of 2	C	
C1.1.2	Type of Construction required	Construction: FRL (fire rating) of building elements:	> 3m	C	
C2.12.1	Separation of Equipment	Boilers, batteries (Spec C1.1 but ?120/120/120)	Boilers in plant room with solid brick walls but non fire rated doors	N	

BUILDING COMPLIANCE - CHECK LIST

ITEM	CLAUSE NAME	CLAUSE DESCRIPTION	ACTUAL / COMMENT	C/N	COST
C2.13.1	Electricity Supply System	Elect. substation within the building (FRL 120/120/120 & self-closing door -/120/30)	N/a		
C3.2.1	Protection of Openings in External Walls	No requirement unless wall/opening is < 3m from side or rear boundary	>3m	C	
C3.2.2	Protection of Openings in External Walls	No requirement unless wall / opening 6m from other side of road or another building	>6m	C	
D1.10.1	Discharge from Exits	Exit to be clear at point of discharge (eg: car spaces, bollards & permanent obstructions)	All exits clear at points of discharge	C	
D1.10.2	Discharge from Exits	Path of travel to the road satisfactory	Path to road satisfactory	C	
D1.10.3	Discharge from Exits	Where >500 persons, does 2/3 of the width of egress discharge at main foyer	3.8m width of egress discharges into foyer		
D1.2.1	Number of Exits to Exterior	Number of exits provided (2 exits required where storey accommodates > 50 persons)	> 2 exits	C	
D1.3.1	Fire - Isolated Exits	Every exit must be fire isolated unless exit is part of an open spectator stand	N/a		
D1.3.2	Fire - Isolated Exits	Every exit must be fire isolated unless it connects or passes through 3 or more storey	N/a		
D1.4.1	Exit Travel Distances	One exit: 20m of travel to an exit for building accommodating < 50 persons	N/a		
D1.4.2	Exit Travel Distances	Two or more exits: 40m max. to one of those exits for building accom > 50 persons	More than 2 exits	C	
D1.5.1	Distance between Alternate exits	Uniformly distributed		C	
D1.5.2	Distance between Alternate exits	More than 9m apart		C	
D1.5.3	Distance between Alternate exits	Not more than 60m apart		C	
D1.5.4	Distance between Alternate exits	Alternative paths of travel do not converge such that they become < 6m apart		C	

BUILDING COMPLIANCE - CHECK LIST

ITEM	CLAUSE NAME	CLAUSE DESCRIPTION	ACTUAL / COMMENT	C/N	COST
D1.6.1	Dimensions of Exits	Unobstructed height of exit passage throughout > 2m		C	
D1.6.2	Dimensions of Exits	Unobstructed height of doorway > 1980mm		C	
D1.6.3	Dimensions of Exits	Unobstructed width of exit passage >1m		C	
D1.6.4	Dimensions of Exits	Total width of egress compared to number of persons in occupation	Total width of egress (14.0m). Sufficient for number of persons in occupation (1736 persons)	C	
D1.9.1	Travel by non-Fire-Isolated Stairways or Ramps	Distance from any point on top floor to point of exit to exterior < 80m	N/a		
D1.9.2	Travel by non-Fire-Isolated Stairways or Ramps	Discharges at a point <20m from external exit (one exit provided)-base of stairs to exit	N/a		
D1.9.3	Travel by non-Fire-Isolated Stairways or Ramps	Discharges at a point <40m from one of (two exits provided) - base of stairs to exits	N/a		
D2.10.1	Pedestrian Ramps (non disabled persona ramp)	Gradient < 1.8 (1:14 for disabled ramps)	No ramps		
D2.10.2	Pedestrian Ramps (non disabled persona ramp)	Floor surface has a non-slip finish	N/a		
D2.13.1	Treads and Risers to Stairways	A stairway is OK if has not more than 18 or less than 2 risers in each flight	Yes		
D2.13.2	Treads and Risers to Stairways	Riser has max. 190mm & min 115mm - Going has max. 355mm & min 250mm	Stair 1 - 160mm risers/300mm goings. Stair 2 - 200mm risers/260mm goings	N	
D2.13.3	Treads and Risers to Stairways	Risers and goings: 2R + G gives max. of 700mm & min. of 550mm	Stair 1 - 620mm Stair 2 - 660mm	C	
D2.13.4	Treads and Risers to Stairways	Going and risers are constant throughout one flight		C	
D2.13.5	Treads and Risers to Stairways	Risers do not have openings greater than 125mm between treads	Stair 2 has open riser of 155mm	N	

BUILDING COMPLIANCE - CHECK LIST

ITEM	CLAUSE NAME	CLAUSE DESCRIPTION	ACTUAL / COMMENT	C/N	COST
D2.13.6	Treads and Risers to Stairways	Treads have a non-slip finish or non-skid strip near edge of nosings		C	
D2.13.7	Treads and Risers to Stairways	Treads of solid construction (not mesh) if stairway >10m high or connects >3 storey	N/a		
D2.13.8	Treads and Risers to Stairways	Not more than 36 risers in consec. flights without a change in direction of at least 300	N/a		
D2.13.9	Treads and Risers to Stairways	No stepped quarter landings provided to required stairway	N/a		
D2.14.1	Landings	Maximum gradient of 1:50		C	
D2.14.2	Landings	>750mm long with non slip finish etc.	N/a		
D2.15.1	Thresholds	Landing to be provided where ground level or balcony is > 190mm below floor		C	
D2.16.1	Balustrades	Balustrade required where drop is >1m	Balustrade provided to upper level viewing area	C	
D2.16.2	Balustrades	Balustrade in front of fixed seating to a balcony etc within an auditorium complies	N/a		
D2.16.3	Balustrades	Height of balustrade above floor (min 1.0m)	1200mm high balustrade to upper level viewing area		
D2.16.4	Balustrades	Height balustrade above stair treads (min 865mm)		C	
D2.16.5	Balustrades	Appropriate openings provided to balustrade (125mm)	120mm openings to viewing area balustrade	C	
D2.17.1	Handrails (enclosed stairs)	Located along at least one side of the stairway which is < 2m width	Stairs < 2.0m in width and provided with at least one handrail	C	
D2.17.2	Handrails (enclosed stairs)	Located along each side for stairway which is > 2m width	N/a		
D2.17.3	Handrails (enclosed stairs)	Fixed at a height >865mm above nosing		C	

BUILDING COMPLIANCE - CHECK LIST

ITEM	CLAUSE NAME	CLAUSE DESCRIPTION	ACTUAL / COMMENT	C/N	COST
D2.18.1	Fixed Platforms, Walkways, Stairways & Ladders	Lift motor rooms, plant-rooms, fixed platforms etc, comply with AS1657	N/a		
D2.19.1	Doorways & Doors (which are required exits)	Not be fitted with revolving door	N/a - no revolving doors		
D2.19.2	Doorways & Doors (which are required exits)	Not be fitted with sliding door (requires to lead directly to open space)	N/a - sliding doors to creche and office are not required exits		
D2.19.3	Doorways & Doors (which are required exits)	Not be fitted with a door that is power operated (unless openable on power failure etc)	N/a - no power operated doors		
D2.20.1	Swinging doors in a required exit	Encroaches <500mm on the width of a required stairway, passage at any part of swing		C	
D2.20.2	Swinging doors in a required exit	Encroaches <100mm when fully opened on the required width of the required exit		C	
D2.21.1	Operation of Door Latch	Readily open without the use of a key from the side that faces a person seeking egress	All doors openable without use of a key	C	
D2.21.2	Operation of Door Latch	Single hand downward action or pushing action (located between 900mm & 1.2m)	Doors with lever handles or push/pull plates	C	
D2.21.3	Operation of Door Latch	Swings in the direction of egress unless exempt (<200m ² & door serves WC or airlock)	All required exit doors swing in direction of egress	C	
D2.23.1	Signs on Fire/Smoke Doors	Signage provided to req. fire door providing direct access to a fire-isolated stairway	N/a - no designated fire/smoke doors		
D2.23.2	Signs on Fire/Smoke Doors	Signage provided to req. smoke door	N/a		
D2.8.1	Enclosure of Space under Stairs/Ramps	Enclosed space under non fire-isolated stairway is of approved construction	N/a - no fire isolated stairs		
D2.9.1	Width of Stairways	Stairways greater than 2m in width are divided by a handrail	N/a. All stairs <2m in width		
E1.3.1	Fire Hydrants	Hydrants provided where area >500m ² & <1000m ² , internal or external	1 no. external fire hydrant adjacent to fire tank & within 60m	C	

BUILDING COMPLIANCE - CHECK LIST

ITEM	CLAUSE NAME	CLAUSE DESCRIPTION	ACTUAL / COMMENT	C/N	COST
E1.3.2	Fire Hydrants	Internal hydrant: Two storey; one hydrant may serve one sole-occupancy unit	3 no. internal fire hydrants to the ground level	C	
E1.3.3	Fire Hydrants	Location & coverage (i.e. <4m from exit & reaches 36m of all points on floor)		C	
E1.3.4	Fire Hydrants	Cabinet & signage provided	All internal hydrants within cabinets	C	
E1.4.1	Fire Hose Reels	Hose Reel provided where internal hydrants installed (i.e. located adjacent)	4 no. internal fire hose reels (3 no. to ground & 1 no. to first floor)	C	
E1.4.2	Fire Hose Reels	Hose Reel required where floor area >500m ² or greater than 2 storey		C	
E1.4.3	Fire Hose Reels	Location & coverage (i.e. <4m from exit & hose extends to all areas of floor)		C	
E1.4.4	Fire Hose Reels	Cabinet & signage	All internal hose reels within cabinets	C	
E1.6.1	Portable Fire Extinguishers	Switchboards, emergency services (dry chemical)	No dry powder extinguishers provided adjacent main and plant room switchboards	N	\$700.00
E1.6.2	Portable Fire Extinguishers	Kitchens with fryers (foam, wet chemical, dry chemical)	N/a - No fryers or cooking equipment		
E1.6.3	Portable Fire Extinguishers	Water type extinguisher per 200 m ² floor area in lieu of hose reel	Hose reels in lieu of water extinguishers	C	
E1.6.4	Portable Fire Extinguishers	Fire blanket to kitchen	No cooking appliances in staff kitchen other than microwave		
E1.6.5	Portable Fire Extinguishers	All extinguishers are sign posted, mounted & visible	All fire services signed posted, mounted and visible.	C	
E4.2.1	Emergency Lighting	Required in every fire isolated stairway or required non fire isolated stairway	N/a - no fire isolated stairs		
E4.2.2	Emergency Lighting	Required where floor area >300m ² & exit from unit doesn't open to road or ext. stairway	Building area > 300m ² - emergency lighting installed or illumination provided from exit signs	C	

BUILDING COMPLIANCE - CHECK LIST

ITEM	CLAUSE NAME	CLAUSE DESCRIPTION	ACTUAL / COMMENT	C/N	COST
E4.2.3	Emergency Lighting	Required to every storey to every room which has public access		C	
E4.5.1	Exit Signs (illuminated)	Door providing direct egress to encl. stairway, passage or ramp which are required exits	Provided	C	
E4.5.2	Exit Signs (illuminated)	Horizontal exit (thru fire wall)	N/a		
E4.5.3	Exit Signs (illuminated)	Door serving as, forming part of, a required exit in a storey req. to have EML (E4.2)	N/a		
E4.6.1	Directional Exit Signs	Directional exit signs provided where exit not readily apparent	Illuminated exit signs provided to all required exits		
F2.3	Sanitary & Other Facilities	Total number of WC's, urinals and basins	Female - 5 WC, 6 basins; Male - 3 WC, 6 basins, 3 urinals; Disabled - 3 WC, 3 basins; Creche & First aid - 2 WC, 2 basins	C	
F2.5.1	Construction of Sanitary Compartments	Partitions to extend 1.8m above the floor		C	
F2.5.2	Construction of Sanitary Compartments	Enclosed compartment: door opens outward, or slides, or readily removable		C	
F3.1.1	Room Sizes & Heights	<100 persons - 2.4m min.		C	
F3.1.2	Room Sizes & Heights	>100 persons - 2.7m min.		C	
F3.1.3	Room Sizes & Heights	2.4m if commercial kitchen	N/a - no commercial kitchen		
F3.1.4	Room Sizes & Heights	2.1m if bathroom, airlock, sanitary compartment, store, garage		C	
F4.2.1	Natural Lighting - Windows	Window area >10% of floor area of room with external clearance of 1m to boundary		C	
F4.4.1	Artificial Lighting	Provided in required stairways, passageways		C	
F4.4.2	Artificial Lighting	Where natural lighting not provided - to all rooms frequently occupied, corridors etc		C	

BUILDING COMPLIANCE - CHECK LIST

ITEM	CLAUSE NAME	CLAUSE DESCRIPTION	ACTUAL / COMMENT	C/N	COST
F4.5.1	Ventilation to Rooms	Natural ventilation provided (YES/NO)	Natural ventilation dependent on open doors and/or mechanical ventilation		
F4.5.2	Ventilation to Rooms	Mech. ventilation or air conditioning syst provided (refer AS1668.2 & AS/NZS 3666.1)	Ducted mechanical ventilation to pool hall and gymnasium. Split system & RAC's (no fresh air) to offices, reception, creche, assessment & first floor		
F4.6.1	Natural Ventilation	Openable windows > 5% (1/20th) of floor area of the room	Windows generally not openable		
F4.8.1	Restrictions on position of Water Closets / Urinal	Doesn't open onto, kitchen, public dining room, room for public assembly	N/a		
G1.2.1	Refrigerated Chambers (Walk-in Freezers/Coolrooms)	Refrigerated chamber	N/a		
TOTAL ESTIMATED COSTS:					\$1,700.00

Disclaimer

Disclaimer

This building and aquatic facility condition assessment has been based on a non-invasive visual inspection which has been limited to those accessible areas and sections of the building to which safe and reasonable access is both available and permitted on the date and time of the inspection.

This report is not a certificate of compliance that the building or swimming pool complies with the requirements of any Act, regulation, ordinance, local law or by-law, or as a warranty or an insurance policy against problems developing with the building in the future.

Structural inspection comprises a visual walk-through assessment of accessible areas of the building and pools to identify defects to the structures and to form an opinion regarding the general condition. The structural inspection in no way guarantees the structural integrity of the building, pools or slide that may require further detailed structural investigation which is beyond the scope of this report.

In the absence of design/construction plans and documentation, the age of building and plant components, where not labelled on the equipment have been supplied by staff and service contractors or estimated.

Cost Estimates

The cost estimates are based on Dennis Hunt & Associates' experience and judgment as a firm of practicing professional engineers familiar with the construction industry and aquatic facilities (and is only accurate to within + or – 30%).

The majority of cost estimates have been sourced from building cost guides and our experience in the building and aquatic industry. The estimates are suitable for budget purposes only and cannot be guaranteed as we have no control over contractor's prices, market forces, The operator's procurement procedures and competitive bids from tenderers.

A more accurate price for tender evaluation purposes may be obtained by engaging a Quantity Surveyor to prepare cost estimates based on detailed documentation.

The base cost estimates exclude design fees, project management fees, builder's margin, preliminaries, authority approval fees and allowances for GST and CPI. A contingency allowance is also recommended to cover latent conditions.



IPART REVIEW OF THE LOCAL GOVERNMENT RATING SYSTEM

GOVERNMENT RESPONSE

JUNE 2020

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Executive Summary

The NSW Government understands the need to provide local councils with a flexible rating system, whilst ensuring rates are applied fairly and more equitable to local communities.

Any review of the rating system, like any taxation system, inevitably results in strong, often opposing views from various stakeholder groups.

IPART provided the Government with a substantial [final report](#) that recommends significant reforms addressing a number of complex issues, including the current structure of the rating system. IPART's recommendations, if implemented in full, would substantially change our system of local government and impact directly upon communities. Having consulted extensively with the sector and the community, and carefully considered IPART's findings and recommendations at length, the Government has decided on the following way forward:

Position on recommendations	Total Number
Support	13
Support in principle	6
Support in part	1
Noted	21
For further consideration and analysis	1

A complete list of IPART's recommendations and the Government's response can be found at Table 1 at the end of this document.

The Government has already ruled out, in its interim response of 21 June 2019, implementing major recommendations made by IPART related to pensioner concessions and rating exemptions where these would adversely impact vulnerable members of the community or have a substantial financial impact upon taxpayers or the broader community.

The Government also remains unconvinced of the merits of moving to a system of valuation based on Capital Improved Value (CIV) at this time, given the significant potential impact to local residents, substantial implementation costs and the inconclusiveness of extensive public consultation. Feedback received indicates both support and opposition to such a change. Additionally, it is unclear how the introduction of CIV may unfairly impact particular groups of ratepayers or result in unintended, real-life consequences for families and businesses.

The Government will focus on providing greater flexibility in the current rating system through the creation of additional rating categories and sub-categories, and ensuring councils can align income growth with population growth.

Through the Office of Local Government, the Government will make the current rating system easier for councils to navigate, highlighting the variety of mechanisms already available to councils in designing a fairer and more equitable rating structure for their local government area (LGA).

We look forward to working with the Local Government sector and the community to deliver fairer, and more equitable rates to residents and business.

Background

In NSW, council rates generate over \$4.3 billion each year. This equates to around 38 per cent of the annual operating revenue for all NSW councils although, in general, councils in metropolitan areas have larger rating bases and receive more of their income from rates. Even though rates are commonly considered a fee for service, they are in fact a form of taxation.

Under the *Local Government Act 1993*, a rate may consist of:

- » an ad valorem amount (i.e. a percentage – which may be subject to a minimum amount)
- » a base amount to which an ad valorem amount is added.

In NSW, an ad valorem amount is a variable charge set as a proportion of the unimproved land value of the property – that is, the value of the property without any buildings, houses or other capital investments.

A minimum amount, where applied, is a flat charge which applies instead of the ad valorem amount, when it is greater than the ad valorem amount. A base amount, where applied, is a fixed

charge that is levied equally against all rateable properties within a given rate category, or subcategory of land use.

Councils may vary the way they calculate rates for different categories of property. For example, they can use a different percentage of the unimproved land value to calculate the ad valorem amounts, apply different minimum amounts, or add different base amounts.

The *Local Government Act 1993* sets out a process regulating the amount by which councils increase their general income, the main component of which is rates revenue from ordinary and special rates.

Each year, the Independent Pricing and Regulatory Tribunal (IPART), determines the maximum percentage by which a council may increase its general income in the coming year, known as the 'rate peg'. The rate peg does not apply to stormwater, waste collection, water and sewerage charges.

The rate peg is based on the Local Government Cost Index measured by IPART, which measures price changes over the previous year for the goods and labour an average council will use, adjusted for any improvements in productivity.

Once the rate peg is known, councils set their rates for each rating category so that their annual general income does not increase in percentage terms by more than the rate peg for that year. This gives councils some flexibility to vary the increase in rates across categories (e.g. to increase residential rates by a higher percentage than farmland rates), as long as the total increase in revenue does not exceed the rate peg.

Councils can apply to IPART for a 'special rate variation' to allow them to increase general income above the rate peg for a range of reasons. OLG sets guidelines for this process, but the process is administered independently by IPART.

The Review Process

In 2013, the Independent Local Government Review Panel recommended the Government commission IPART to undertake a further review of the rating system focused on:

- » options to reduce or remove excessive exemptions and concessions that are contrary to sound fiscal policy and jeopardise councils' long-term sustainability (recommendation 6.2); and
- » more equitable rating of apartments and other multi-unit dwellings, including giving councils the option of rating residential properties on Capital Improved Values, with a view to raising additional revenues where affordable (recommendation 6.3).

On 18 December 2015, the (then) Premier, the Hon. Mike Baird MP provided IPART with terms of reference for the Review, framing it as a key component of the Government's Fit for the Future reforms. The two broad aims of the Review were to:

- » explore options to redistribute the rating burden within council boundaries to develop recommendations to improve the equity and efficiency of the rating system, in order to enhance councils' ability to implement sustainable fiscal policies over the long term; and
- » explore options for a legislative or regulatory approach to support the Government's rates path freeze policy.

The Terms of Reference specifically excluded consideration of the rates peg.

IPART carried out significant public and stakeholder consultation during conducting the Review, including public hearings in Sydney and Dubbo between April and October 2016. A draft report was released for comment in August 2016. IPART received over 300 submissions in relation to this Review.

IPART delivered its final report to the (then) Minister for Local Government in December 2016, which was publicly released on 21 June 2019 together with an interim Government response. IPART made 42 recommendations in total. The Office of Local Government (OLG) undertook further public consultation on 28 of these recommendations. Consultation feedback was open for 12 weeks and closed on 13 September 2019. A total of 110 submissions were received.

OLG released a summary of submissions on 28 February 2020.

The final report of the Review restates the major proposals outlined in the draft report, with some minor adjustments. IPART's key proposals are that:

- » councils be allowed to shift to a Capital Improved Value (CIV) system of calculating rates, which considers the value of capital improvements (in contrast to the current system which uses the unimproved value of the land);
- » exemptions from the rating system be based on the use of land rather than the ownership (for example, that aged care facilities owned by charitable organisations would pay the same rates as their commercial competitors);
- » changes to pensioner rate concessions enable rate payments to be deferred and recouped from the pensioner's estate at a later date; and
- » restrictions on council differential rating powers be lifted to enable improved rates harmonisation across council areas.

Interim Response

The Government released an interim response concurrently with the release of the three IPART reports on 21 June 2019. In it, the Government has ruled out accepting recommendations that have adverse impacts on vulnerable members of the community, affect regional jobs and economies, and/or substantially increase costs for taxpayers and the broader community.

In NSW, rate exemptions are based on a mix of land ownership and land use. Changes to the rating exemptions framework would redistribute the rating burden within a community and removal or change will be sensitive with many interest groups, such as charities, not for profit social housing providers, churches, schools and universities.

During IPART's public consultation process the issue of rating exemptions prompted significant public and stakeholder comment. Most exemptions still have a strong and abiding public interest and concern remains about the significant impact removal of exemptions may have on the operations of these entities.

The *Local Government Amendment Act 2019* was assented to on 24 June 2019 and several provisions came into effect on 25 June 2019. This included amending the *Local Government Act 1993* to enable the Minister to extend the rates path freeze for an additional 12 months for those councils formed in 2016 that need more time to consult with communities about rating harmonisation. This may also allow some of those councils to factor in the Government's response to the Review when developing their rates harmonisation strategy – some recommendations deal specifically with rates harmonisation.

Theme 1: Use of the CIV valuation method to levy council rates

Current situation

Currently, NSW councils are required to use the unimproved land value (UV - the value of the land without improvements) of a property to calculate rates. This is the value of the property without any buildings, houses or other capital investments.

What IPART recommends

IPART recommends that the Government mandates the use of Capital Improved Value (CIV) for metropolitan councils while retaining it as an option for non-metropolitan councils.

IPART recommends a gradual transition to CIV entailing an annual limit of 10 per cent above the rate peg to any rates increase resulting from a move to CIV. Individual rating amounts may still increase beyond 10 per cent depending on the impact of other factors such as changes in land valuations.

Government response

The NSW Government continues to strongly support rate pegging for local councils across NSW. It believes this is the best model to ensure that councils keep a focus on efficiency and ensuring that residents are not paying more rates than necessary. The Special Rate Variation framework enables councils to make the case for a larger rise than the current rate peg to their community and then to IPART.

The NSW Government notes that many local government stakeholders support the introduction of CIV. However, it also notes that many residents and property owners do not support any change.

Introducing CIV within the current rate pegging framework will bring about a redistribution of the rating burden rather than an increase in rates and therefore council income. It will also come with significant disruption and because there is no overall database of CIV data within NSW, it is not possible to model the impacts on different types of property owners. Implementation would take several years before a potential improvement to the equitable distribution of rating revenue would be evident.

Given the unclear distributional impacts along with the high cost of implementation and prolonged transition timeframes, the NSW Government does not believe there is a clear case in support of implementation and further development of CIV at this time.

The Government will focus on providing greater flexibility in the current rating system through the creation of additional rating categories and sub-categories, and ensuring councils can align income growth with population growth, in order to improve the distribution of the rating burden at significantly less cost, and low impact to the community.

Use of minimum rate

Many councils use minimum rate amounts in relation to apartments and other strata complexes to more accurately reflect the use of council services because the UV of individual apartments is often very low. However, this can mean that most apartments in a council area are paying a very similar rate amount irrespective of the property value. An example of the use of minimum rates is Sutherland Council below.

Example – Sutherland Council

Sutherland Council applied to IPART to increase its general income by 8.76 per cent in 2019-20, including the rate peg, which is to be applied to minimum ratepayers only, through an increase in the minimum rate from \$602.30 in 2018-19 to \$900.00 in 2019-20. This increase will be retained permanently in the rate base, affecting around 25 per cent of the ratepayers in Sutherland and bringing their rates closer to the average residential rate charged across the LGA.

Based on the Council's application, ratepayers on the minimum rate will have a rate increase of \$298 in 2019-20, while rates for ratepayers who are not on the minimum will increase by the 2.7 per cent rate peg, reducing the gap between rates paid by minimum ratepayers and other ratepayers to better reflect equity in the services received.

The previous minimum rate (\$602.30) was 59.2 per cent lower than the average residential rate of ratepayers who were paying above the minimum (\$1,476). According to IPART, the new minimum rate is the 9th highest residential minimum rate compared to the current minimum rate charged by other councils in the Sydney metropolitan area and 14.5 per cent higher than the estimated average (\$786) of councils in the Sydney metropolitan area.

It is recognised that not all metropolitan councils could apply a similar process due to differences in housing mix and socio-economic factors. However, the Government believes that councils should be willing to explore different options to improve the equity of their rating distribution, in consultation with their communities.

Differential residential rating subcategories

The NSW Government supports the potential to enable greater use of differential rating within urban residential rating.

This issue is further discussed below.

Theme 2: Allow councils' general income to grow as the communities they serve grow

Current Situation

In NSW, councils are subject to a rate peg that determines the maximum percentage amount by which a council may increase its total general income for the year. The main component of general income is rates revenue. IPART is responsible for determining the rate peg each year. As long as the total general income remains within the set maximum increase, councils have discretion to determine how to allocate the rate peg increase between different rating categories. Councils can seek additional increases in general income beyond the annual rate peg by applying to IPART for a special rate variation (SRV).

The increase in income generated by a supplementary valuation process using UV ("growth outside the rate peg") often does not allow councils to maintain current service levels due to increasing demand for council services and the upfront costs of new residential developments. IPART contends that current ratepayers are shouldering an unfair proportion of the rating burden compared to new residents.

What IPART recommends

IPART examined options to assist councils experiencing high levels of population growth to more equitably fund services to these new ratepayers, and made the following recommendations:

- » using a CIV-based formula to calculate increases to council general income outside the rate peg that is proportional to the increase in costs of providing services;

- » introducing a new type of special rate for joint delivery of infrastructure projects. Income raised from this special rate would be on top of general income within the rate peg and would not require approval from IPART. Such a special rate category would make it clear that councils could co-fund infrastructure or services that are the responsibility of state or federal government, as long as the projects benefit the local community; and
- » removing minimum rates

Government response

With the Government decision not to support a move to CIV at this time, the NSW Government will implement recommendations to facilitate council income growth outside the rate peg, while preserving the policy objectives of the rate capping system. This will include better aligning council income growth with population growth and reforms to the infrastructure contributions framework to enhance councils' ability to implement sustainable fiscal policies over the long term.

This reflects that for many councils one of the key challenges they face is population growth, which often is not easily captured within the existing rate pegging framework.

The NSW Government, in conjunction with the broader work around developer contributions, will examine options to establish an equitable and effective funding framework for infrastructure associated with development. It is important that as communities grow, they have adequate and effective infrastructure to support that growth.

Theme 3: Give councils greater flexibility when setting residential rates

Current Situation

Councils levy rates using four different categories depending on the primary use of the land: residential, farmland, mining and business. These categories can be further split into subcategories.

A long-standing issue with the current rates framework is the difficulty of metropolitan councils to set different residential rates. This is due to the requirement for councils to set equal rates across the one "centre of population". Non-metropolitan councils can do this based on the different townships in their area but for metropolitan councils with a single contiguous population centre, the current legal framework is difficult to apply with certainty. This can result in potential cross subsidies where demand for services may vary across an LGA but only a single ad valorem amount applies to all residential properties.

What IPART recommends

IPART recommends adding a fifth rating category, 'environmental land', which they define as land that cannot be developed due to geographic or regulatory restrictions. They also recommend introducing the following changes to increase flexibility when determining council rating structures:

- » 'commercial' or 'industrial' subcategories for business land;
- » a vacant land subcategory option for residential, business and mining land;
- » the ability to subcategorise farmland based on geographic location; and
- » allowing councils to determine which rating category should act as the 'residual' category.

IPART argues that providing more flexibility will allow councils to be more responsive to local needs and enable a more equitable and efficient distribution of the rating burden, while also encouraging urban renewal.

To facilitate rates harmonisation, particularly for metropolitan councils, IPART proposes to remove the "centre of population" requirement for residential rates and instead have councils equalise rates based on separate towns or villages or "residential areas". An LGA could have multiple residential areas using geographic markers to define their boundaries.

Government response

The NSW Government recognises the challenges that come from the current legal framework and the limited capacity to apply a differential rating structure. However, it is also cognisant of the view of some stakeholders that they are paying higher rates than they should, with councils effectively using them as a 'golden goose'.

This emphasises the importance of councils undertaking strong and effective community consultation when they implement and modify their rating framework. It is also important that the NSW Government, when expanding the ability to establish differential rating structures, builds in effective safeguards to ensure that the community retains confidence in the local government rating system.

Rates Harmonisation

The NSW Government is currently supporting new councils created in 2016 during the forthcoming rates harmonisation process, to be implemented at the end of the rates path protection in either mid-2020 or mid-2021 (depending on the choice of the individual council).

As part of this process, in addition to practical implementation support, the NSW Government is assisting new councils identify options specific to their LGA to undertake rates harmonisation following the end of the rates path protection. IPART's recommendations regarding residential rates equalisation and gradual harmonisation of rates is integral to this process.

Theme 4: Better target rate exemption eligibility

Current Situation

In NSW, rate exemptions are based on a mix of land ownership and land use. There are numerous exemptions from paying local council rates such as for land owned by charities, not for profit social housing providers, churches, schools and universities.

Consideration needs to be given to the public benefits that some exempt landowners provide. Most exemptions still have a strong and abiding public interest and concern remains about the significant impact removal of exemptions may have on the operations of these entities.

What IPART recommends

The central recommendation is to amend the *Local Government Act 1993* so that exemptions are based on land use only rather than ownership. In addition, all land used for commercial activities or residential purposes should be rateable, unless it is explicitly exempted. In this regard, IPART recommends private hospitals be exempted in the same way public hospitals are. Conversely, IPART recommends the removal of exemptions for land owned by a number of entities, including certain residential care facilities, certain sporting and cultural organisations and certain water utilities, and land subject to a conservation agreement.

Government response

In its interim response, the Government has already ruled out implementing recommendations related to exemptions, where these would adversely impact vulnerable members of the community or have a substantial financial impact upon taxpayers or the broader community.

The NSW Government does not support wholesale reform of the exemptions framework as it considers the abiding public interest is to keep the existing exemptions framework largely in place, with anomalies being addressed on a case by case basis.

The NSW Government, after considering feedback from stakeholders and the community, will undertake further work on the existing conservation rating exemption.

Land subject to a conservation agreement

Traditionally, most conservation agreements have been entered into in relation to environmental issues under section 69C(1)(a) and (e) of the *National Parks and Wildlife Act 1974 (NPW Act)*. The use of conservation agreements for these environmental purposes has now largely been replaced by the provisions for Conservation Agreements, Wildlife Refuge Agreements and Biodiversity Stewardship Agreements under the *Biodiversity Conservation Act 2016 (BC Act)*. Some programs established under the BC Act provide funding to assist with conservation efforts while others do not. For example, landholders who are successful under the Conservation Management Program are eligible for annual conservation management payments to undertake agreed conservation management activities such as pest and weed control, and fencing. However, there remain a number of agreements which exist in perpetuity and for which funding is not provided.

Conservation agreement provisions in the NPW Act remain a significant mechanism for conserving Aboriginal cultural heritage and historic heritage of national significance that is located on privately owned land. Unlike for environmental conservation, there are very limited other financial incentives available to private landholders to act to conserve and protect Aboriginal Cultural Heritage or nationally significant historic heritage on private land.

Given the issues above, further consultation and assessment will occur to ensure that the issues associated with protection of Aboriginal cultural heritage and historic conservation agreements are adequately considered and addressed, while recognising there may be potential to address anomalies with the existing exemption brought about by the introduction of the BC Act.

Theme 5: Assistance to pensioners

Current Situation

Under the *Local Government Act 1993*, eligible pensioners are provided concessions on their ordinary rates and domestic waste management services charge. The cost of providing these concessions is shared between the State Government (55 per cent) and local councils (45 per cent). Councils can provide concessions above the regulated amount, but this must be funded by the council alone.

What IPART recommends

IPART recommended the implementation of a rate deferral scheme to be operated by the NSW Government. This would allow new and existing eligible pensioners to defer payment of ordinary council rates up to \$1,000 per annum and indexed to CPI, or any other amount as determined by the NSW Government (becoming due when ownership changes). This would be mandatory for new pensioners and would be optional for existing pensioners (who could choose to defer or opt for the existing concession).

Government response

The NSW Government has made it clear that it will not take any action that would disadvantage pensioners in its response to the IPART Rating Review.

Given this, and the experience of other jurisdictions that have established a rate deferral scheme where take up is reportedly low, the Government does not believe the case for wholesale change to the existing rates concession framework has been made. Therefore, the NSW Government will not support the introduction of a state-wide rate deferral framework.

Theme 6: Recovery of council rates

Current Situation

NSW councils collect rates and charges each year in line with relevant provisions of the *Local Government Act 1993*. Councils receiving funds on time are in a better position to be financially sustainable and continue to deliver the services and facilities local communities need and expect. The volume of overdue rates and charges across NSW councils varies markedly primarily based on circumstances within individual councils and communities.

Likewise, unpaid debt also places an unreasonable burden on both the community and potentially the local court system. There are a range of existing powers available to councils under the *Local Government Act 1993*.

What IPART recommends

IPART suggested several changes to the practice of councils and the regulatory framework to improve the management and processing of overdue and unpaid rates and charges. The goal of such changes is to improve the efficiency and effectiveness of local government debt management and therefore removing undue burden on local councils and ultimately local courts.

Government response

The NSW Government released the [Debt Management and Hardship Guidelines](#) in November 2018 for local councils to provide best practice advice on how to manage debt recovery and hardship within their community.

The Guidelines assist councils to develop proactive measures to ensure prompt payment, minimise default, follow up ratepayers, recover debts fairly, assess hardship claims and monitor debt. Each council should adopt robust, fair and transparent policies and procedures outlining how they will communicate with ratepayers, collect monies owing, assess hardship claims and, where necessary, recover overdue payments to manage debt.

The Guidelines, which are part of the NSW Government's Civil Justice Strategy, have been issued by the Office of Local Government under Section 23A of the *Local Government Act 1993*. This means all NSW councils must take them into account when developing and implementing debt management and hardship policies and procedures.

The NSW Government is committed to local councils having best practice debt management and hardship policies and frameworks for the recovery of all debts, including rates. Also, NSW councils can now use the Revenue NSW to recover their debts should they elect to do so.

The Government will continue to monitor the effectiveness of the Guidelines and associated regulatory and legislative framework.

Table 1: List of Recommendations and Government Response

	Recommendation	Government Response
1	The <i>Local Government Act 1993</i> should be amended to mandate Capital Improved Value (CIV) as the basis for setting ad valorem rates in the metropolitan council areas defined in Box 3.1.	Noted. Given the lack of a clear case in support of introducing CIV, the significant implementation costs involved and the strong stakeholder views, the Government will not implement CIV as a basis for setting ad valorem rates at this time.
2	The <i>Local Government Act 1993</i> should be amended to allow non-metropolitan councils to choose between the Capital Improved Value and Unimproved Value (UV) methods as the basis for setting ad valorem rates at the rating category level.	Noted.
3	The <i>Local Government Act 1993</i> should be amended to facilitate a gradual transition of rates to a Capital Improved Value method.	Noted.
4	Section 497 of the <i>Local Government Act 1993</i> should be amended to remove minimum amounts from the structure of a rate, and section 548 of the <i>Local Government Act 1993</i> (NSW) should be removed.	Noted.
5	The <i>Local Government Act 1993</i> should be amended so that the growth in rates revenue outside the rate peg is calculated using the formula based on changes in CIV, defined in Box 4.1.	Noted.
6	The NSW Government fund the NSW Valuer General for the upfront cost of establishing the database to determine Capital Improved Values.	Noted.
7	The NSW Government fund the cost for a non-metropolitan council to set up a Capital Improved Value database for the purposes of implementing our recommended formula for calculating growth in rates revenue outside the rate peg, where the Unimproved Value method for setting rates is maintained.	Noted.

	Recommendation	Government Response
8	<p>The <i>Local Government Act 1993</i> should be amended to allow councils to levy a new type of special rate for new infrastructure jointly funded with other levels of Government. This special rate should be permitted for services or infrastructure that benefit the community, and funds raised under this special rate should not:</p> <ul style="list-style-type: none"> » form part of a council's general income permitted under the rate peg, nor » require councils to receive regulatory approval from IPART. 	<p>Support.</p> <p>The Government will examine how this recommendation can complement current reforms being made to the infrastructure contributions framework.</p>
9	<p>Section 511 of the <i>Local Government Act 1993</i> should be amended to reflect that, where a council does not apply the full percentage increase of the rate peg (or any applicable Special Variation) in a year, within the following 10-year period, the council can set rates in a subsequent year to return it to the original rating trajectory for that subsequent year.</p>	<p>Support (already adopted).</p>
10	<p>The <i>Local Government Act 1993</i> should be amended to remove the requirement to equalise residential rates by 'centre of population'. Instead, the <i>Local Government Act 1993</i> should allow councils to determine a residential subcategory, and set a residential rate, by:</p> <ul style="list-style-type: none"> » separate town or village, or residential area. 	<p>Support in principle</p>

	Recommendation	Government Response
11	<p>The <i>Local Government Act 1993</i> should outline that:</p> <ul style="list-style-type: none"> » A 'residential area' is an area within a contiguous urban locality that has, on average, different access to, demand for, or costs of providing council services or infrastructure (relative to other areas in that locality). <p>Councils could use geographic markers to define the boundaries for a residential area, including postcode boundaries, suburb boundaries, geographic features (eg, waterways, bushland) and/or the location of major infrastructure (eg, arterial roads, railway lines).</p>	Support in principle
12	<p>The <i>Local Government Act 1993</i> should be amended so, where a council uses different residential rates within a contiguous urban locality, it should be required to:</p> <ul style="list-style-type: none"> » ensure the highest rate structure is no more than 1.5 times the average rate structure across all residential subcategories (ie, so the maximum difference between the highest and average ad valorem rates and base amounts is 50%), or obtain approval from IPART to exceed this maximum difference, and » publish the different rates (along with the reasons for the different rates) on its website and in the rates notice received by ratepayers. 	Support in principle

	Recommendation	Government Response
13	<p>At the end of the 4-year rate path freeze, new councils determine whether any pre-merger areas are separate towns or villages, or different residential areas.</p> <ul style="list-style-type: none"> » In the event that a new council determines they are separate towns or villages, or different residential areas, it should be able to continue the existing rates or set different rates for these pre-merger areas, subject to metropolitan councils seeking IPART approval if they exceed the 50% maximum differential. It could also choose to equalise rates across the pre-merger areas, using the gradual equalisation process outlined below. » In the event that a new council determines they are not separate towns or villages, or different residential areas, or it chooses to equalise rates, it should undertake a gradual equalisation of residential rates. The amount of rates a resident is liable to pay to the council should increase by no more than 10 percentage points above the rate peg (as adjusted for Special Variations) each year as a result of this equalisation. The <i>Local Government Act 1993</i> should be amended to facilitate this gradual equalisation. 	<p>For further analysis and consideration, as part of the development of a rates harmonisation framework.</p>

	Recommendation	Government Response
14	<p>Sections 555 and 556 of the <i>Local Government Act 1993</i> should be amended to:</p> <ul style="list-style-type: none"> » exempt land on the basis of use rather than ownership, and to directly link the exemption to the use of the land, and » ensure land used for residential and commercial purposes is rateable unless explicitly exempted. 	<p>Noted.</p> <p>As per the interim Government response, the Government has ruled out implementing recommendations that would adversely impact vulnerable members of the community, such as pensioners or charities, or have a substantial financial impact upon taxpayers or the broader community.</p> <p>The Government will continue to examine exemptions over time to address clear anomalies and inequities.</p>
15	<p>Land that is used for residential care as defined in Section 41-3(1) of the <i>Aged Care Act 1997 (Cth)</i> be proportionally rateable according to the share of places whose maximum Refundable Accommodation Deposit is above the level set by the Minister for Health and Aged Care (currently \$550,000).</p>	Noted.
16	<p>Section 556(1)(i) of the <i>Local Government Act 1993</i> should be amended to include land owned by a private hospital and used for that purpose.</p>	Noted.

	Recommendation	Government Response
17	<p>The following exemptions be removed:</p> <ul style="list-style-type: none"> » land that is vested in, owned by, or within a special or controlled area for, the Hunter Water Corporation, Water NSW or the Sydney Water Corporation (<i>Local Government Act 1993</i> section 555(1)(c) and section 555(1)(d)) » land that is below the high water mark and is used for the cultivation of oysters (<i>Local Government Act 1993</i> section 555(1)(h)) » land that is held under a lease from the Crown for private purposes and is the subject of a mineral claim (<i>Local Government Act 1993</i> section 556(1)(g)), and <p>land that is managed by the Teacher Housing Authority and on which a house is erected (<i>Local Government Act 1993</i> section 556(1)(p)).</p>	<p>Noted.</p> <p>As per the interim Government response, the Government has ruled out implementing recommendations that would adversely impact vulnerable members of the community, such as pensioners or charities, or have a substantial financial impact upon taxpayers or the broader community.</p> <p>The Government will continue to examine exemptions over time to address clear anomalies and inequities.</p>
18	<p>Section 555(1)(b1) of the <i>Local Government Act 1993</i> should be amended to remove the current rating exemption for land that is the subject of a conservation agreement and instead require it to be rated using the Environmental Land category.</p>	<p>Support in part.</p> <p>Subject to further consultation on implementation issues with respect to the range of agreements in force and the preservation of environmental, historical and Aboriginal cultural heritage outcomes.</p>

Recommendation	Government Response
<p>19 The following exemptions not be funded by local councils and hence should be removed from the Local Government Act and Regulation:</p> <ul style="list-style-type: none"> » land that is vested in the Sydney Cricket and Sports Ground Trust (<i>Local Government Act 1993</i> section 556(1)(m)) » land that is leased by the Royal Agricultural Society in the Homebush Bay area (<i>Local Government (General) Regulation 2005</i> reg 123(a)) » land that is occupied by the Museum of Contemporary Art Limited (<i>Local Government (General) Regulation 2005</i> reg 123(b)), and » land comprising the site known as Museum of Sydney (<i>Local Government (General) Regulation 2005</i> reg 123(c)). <p>The NSW Government should consider whether to fund these local rates through State taxes.</p>	<p>Noted.</p> <p>As per the interim Government response, the Government has ruled out implementing recommendations that would adversely impact vulnerable members of the community, such as pensioners or charities, or have a substantial financial impact upon taxpayers or the broader community.</p> <p>The Government will continue to examine exemptions over time to address clear anomalies and inequities.</p>
<p>20 Where a portion of land is used for an exempt purpose and the remainder for a non-exempt activity, only the former portion should be exempt, and the remainder should be rateable.</p>	<p>Noted.</p> <p>As per the interim Government response, the Government has ruled out implementing recommendations that would adversely impact vulnerable members of the community, such as pensioners or charities, or have a substantial financial impact upon taxpayers or the broader community.</p> <p>The Government will continue to examine exemptions over time to address clear anomalies and inequities.</p>

	Recommendation	Government Response
21	Where land is used for an exempt purpose only part of the time, a self-assessment process should be used to determine the proportion of rates payable for the non-exempt use.	<p>Noted.</p> <p>As per the interim Government response, the Government has ruled out implementing recommendations that would adversely impact vulnerable members of the community, such as pensioners or charities, or have a substantial financial impact upon taxpayers or the broader community.</p> <p>The Government will continue to examine exemptions over time to address clear anomalies and inequities.</p>
22	A council's maximum general income not be modified as a result of any changes to exemptions from implementing our recommendations.	Noted.
23	<p>A council may apply to IPART for a Special Variation to take account of the changes in exemptions using a streamlined process in the year that our recommended exemption changes come into force. The council would need to demonstrate:</p> <ul style="list-style-type: none"> » it satisfies the first criteria for Special Variation applications in the OLG guidelines relating to the need for and purpose of a different revenue path for the council's General Fund, and » that any subcategory rating structure applied to previously exempt properties is no greater than the average rate structure across the relevant rating category. 	Noted.

	Recommendation	Government Response
24	The <i>Local Government Act 1993</i> should be amended to remove the current exemptions from water and sewerage special charges in section 555 and instead allow councils discretion to exempt these properties from water and sewerage special rates in a similar manner as occurs under section 558(1).	Support.
25	At the start of each rating period, councils calculate the estimated value of rating exemptions within the council area. This information should be published in the council's annual report or otherwise made available to the public.	Support.
26	For new and existing eligible pensioners, introduce a rate deferral scheme operated by the NSW Government, where: <ul style="list-style-type: none"> » eligible pensioners would be allowed to defer payment of ordinary council rates up to \$1,000 per annum and indexed to CPI, or any other amount as determined by the NSW Government. 	Noted.
27	Give existing eligible pensioners the option to access, either: <ul style="list-style-type: none"> » the current pensioner concession, or » the rate deferral scheme, as defined in Recommendation 26. 	Noted.
28	Funding pensioner assistance: <ul style="list-style-type: none"> » the current pensioner concession funding arrangements would continue. » the rate deferral scheme (defined in Recommendation 26) would be funded by the NSW Government. The loan should be charged interest at the NSW Government's 10-year borrowing rate, and could become due when property ownership changes 	Noted.

	Recommendation	Government Response
29	<p>Section 493 of the <i>Local Government Act 1993</i> should be amended to add a new environmental land category and a definition of 'environmental land' should be included in the <i>Local Government Act 1993</i>.</p> <p>Land subject to a state conservation agreement is categorised as 'environmental land' for the purposes of setting rates.</p>	<p>Support in principle.</p> <p>Refer to recommendation 18.</p>
30	<p>Section 529(2)(d) of the <i>Local Government Act 1993</i> should be amended to allow business land to be subcategorised as 'industrial' and or 'commercial' in addition to centre of activity.</p>	<p>Support.</p>
31	<p>Sections 493, 519 and 529 of the <i>Local Government Act 1993</i> should be amended to add an optional vacant land subcategory for residential, business and mining land.</p>	<p>Support.</p>
32	<p>Section 529 (2)(a) of the <i>Local Government Act 1993</i> should be replaced to allow farmland subcategories to be determined based on geographic location.</p>	<p>Support in principle.</p> <p>Subject to further consultation and analysis with respect to implementation and potential unintended consequences.</p>
33	<p>Section 518 of the <i>Local Government Act 1993</i> should be amended to reflect that a council may determine by resolution which rating category will act as the residual category.</p> <ul style="list-style-type: none"> » the residual category that is determined should not be subject to change for a 4-year period. » if a council does not determine a residual category, the business category should act as the default residual rating category. 	<p>Support.</p>

	Recommendation	Government Response
34	Any difference in the rate charged by a council to a mining category compared to its average business rate should primarily reflect differences in the council's costs of providing services to the mining properties.	Support.
35	Councils have the option to engage the State Debt Recovery Office to recover outstanding council rates and charges.	Support. Already adopted.
36	The existing legal and administrative process to recover outstanding rates be streamlined by reducing the period of time before a property can be sold to recover rates from five years to three years.	Support.
37	All councils adopt an internal review policy, to assist those who are late in paying rates, before commencing legal proceedings to recover unpaid rates.	Support. Already adopted.
38	The <i>Local Government Act 1993</i> should be amended or the Office of Local Government should issue guidelines to clarify that councils can offer flexible payment options to ratepayers.	Support. Already adopted.
39	The <i>Local Government Act 1993</i> should be amended to allow councils to offer a discount to ratepayers who elect to receive rates notices in electronic formats, eg, via email.	Support. Already adopted.
40	The <i>Local Government Act 1993</i> should be amended to remove section 585 and section 595, so that ratepayers are not permitted to postpone rates as a result of land rezoning, and councils are not required to write-off postponed rates after five years.	Support in principle.

	Recommendation	Government Response
41	<p>The valuation base date for the Emergency Services Property Levy and council rates be aligned.</p> <p>» The NSW Government should levy the Emergency Services Property Levy on a Capital Improved Value basis when Capital Improved Value data becomes available state-wide.</p>	Noted.
42	<p>After the NSW Valuer General has established the database to determine Capital Improved Values for rating purposes, councils be given the choice to directly buy valuation services from private valuers that have been certified by the NSW Valuer General.</p>	Noted.

