



Figure 1 Aerial image of the Bill Woodfull Reserve within the broader site context of Maldon and indicating the surrounding sites and their statutory heritage listings.
Source: Google Maps edited by Conservation Studio.



Locality Plan
1 : 2000

Heritage
Overlay (HO)

TOWN PLANNING ISSUE
NOT TO BE USED FOR CONSTRUCTION PURPOSES

Proposed Change Rooms

Mount Alexander Shire
Bill Woodfull Recreation Reserve, Francis Street, Maldon

Proposed Change Rooms

Mount Alexander Shire

Bill Woodfull Recreation Reserve,
Francis Street, Maldon

ARCHITECTURAL

PLANWISE DESIGN PTY. LTD.

- 01 Locality Plan
Part Site Plan
General Notes
- 02 Floor plan
Retaining Wall Plan
Elevations
- 03 Sections A.A - C.C
Details D - G
- 04 Roof Plan
Floor Finishes Plan
Window Schedule
Door Schedule
- 05 Internal Elevations
Umpire Amenities 1 & 2 Layout
Player Amenities 1 & 2 Layout
Accessible Toilet Layout
- 06 Internal Elevations cont.
- 07 Internal Elevations cont.
Cupboard Details

ASSOCIATED DOCUMENTS

STRUCTURAL

RMG, REF NO. 220215

- S000 Face Sheet
- S001 General Notes
- S005 Slab & Footing Plan
- S006 Ground Sections and Details
- S007 Retention Details
- S008 Slab & Footing Details
- S010 Roof Framing Plan
- S020 Stud Wall Bracing Plan
- S030 Sections & Elevations
- S040 Steelwork Details
- S050 Timber & Masonry Details

MECHANICAL SERVICES

WRAP, REF NO. 22345

- M000 Cover Sheet & Drawing Index
- M001 Legends & General Notes
- M002 Specifications & Scope of Works
- M003 Schedules
- H300 Floor Plan - HVAC Layout
- H301 Roof Plan - HVAC Layout

HYDRAULIC SERVICES

WRAP, REF NO. 22345

- H000 Cover Sheet & Drawing Index
- H001 Legend
- H002 General Notes
- H300 Floor Plan - Sewer & Stormwater Layout
- H301 Roof Plan - Sewer & Stormwater Layout
- H400 Floor Plan - Water Services Layout
- H401 Roof Plan - Water Services Layout

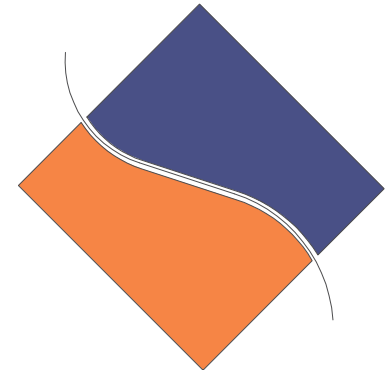
ELECTRICAL SERVICES

WRAP, REF NO. 22345

- E000 Cover Sheet & Drawing Index
- E001 General Notes & Legends sheet 1 of 4
- E002 Legend Sheet 2 of 4
- E003 Legend Sheet 3 of 4
- E004 Legend Sheet 4 of 4
- E010 Site Plan
- E011 Locality Site Plan
- E300 Floor Plan Lighting & Fire Detection Layout
- E400 Floor Plan Power & Communications Layout
- E401 Roof Plan Power & Communications Layout

OTHER DOCUMENTS

- Soil Test GTS 20C 0527
- Part J Report Ellis Energy J2212



Planwise
DESIGN

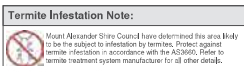
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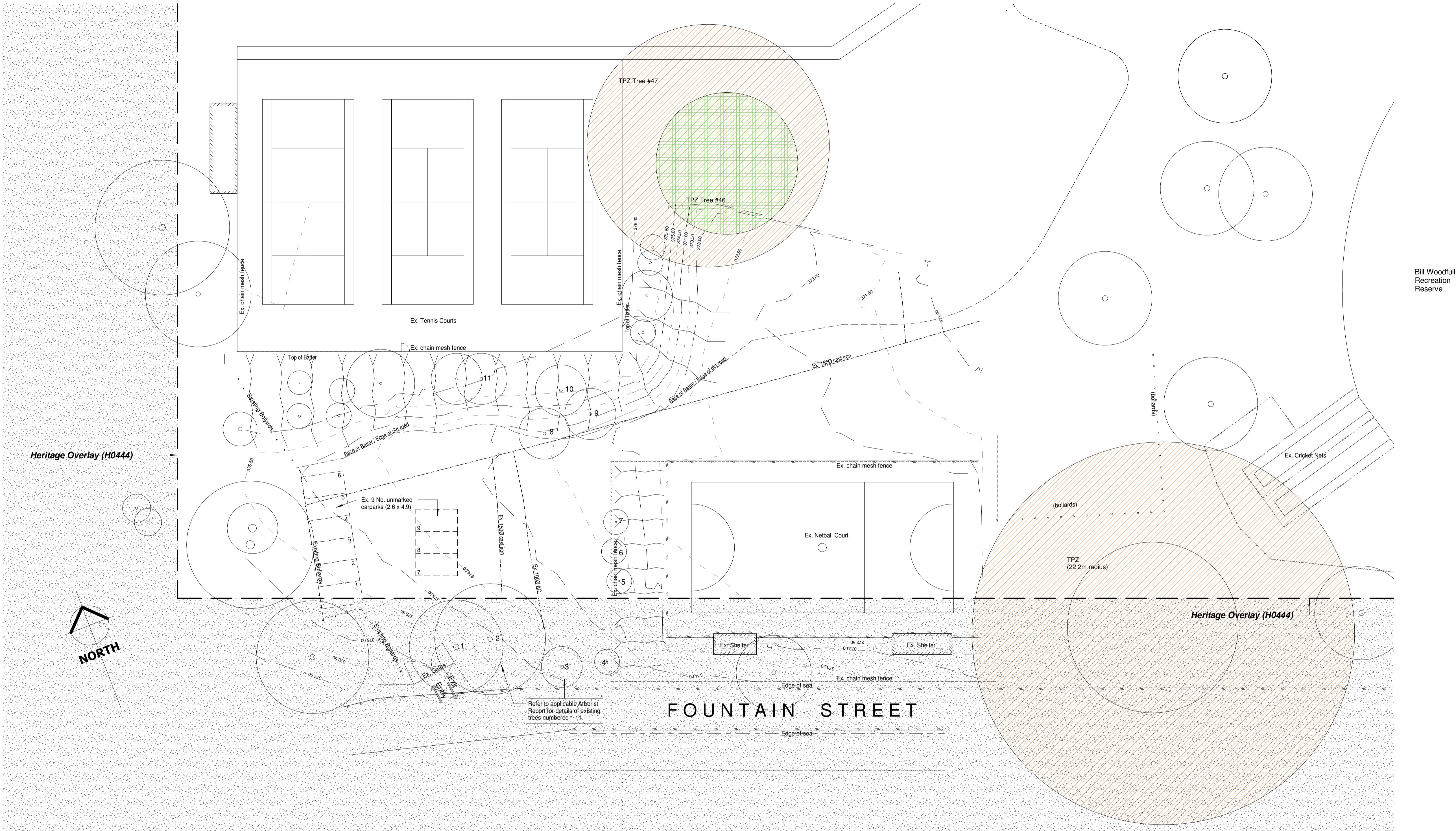


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COSTING ISSUE

NOT TO BE USED FOR CONSTRUCTION PURPOSES



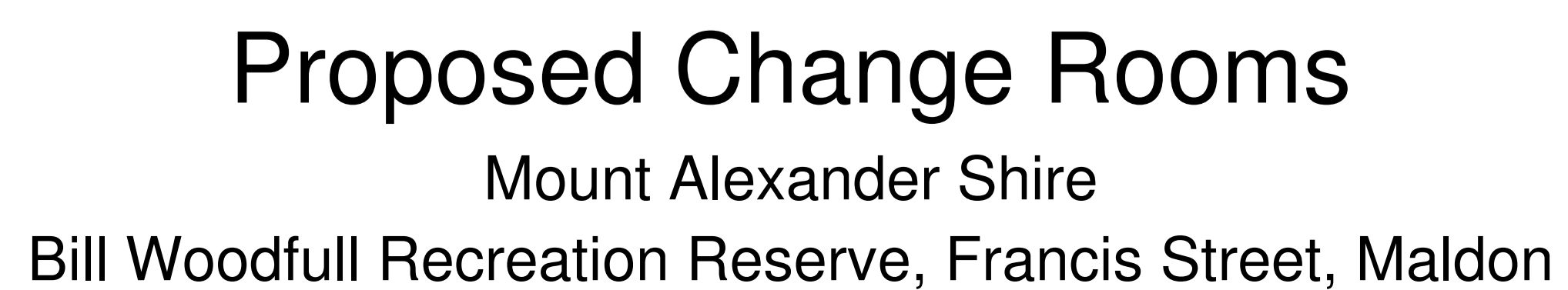
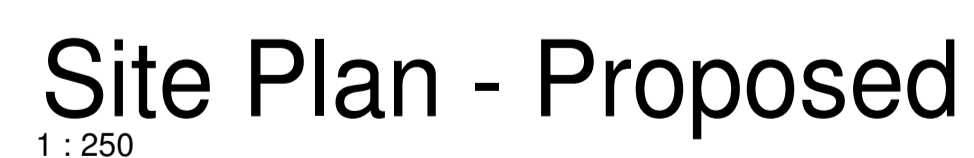
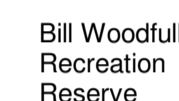
Site Plan - Existing

1 : 250

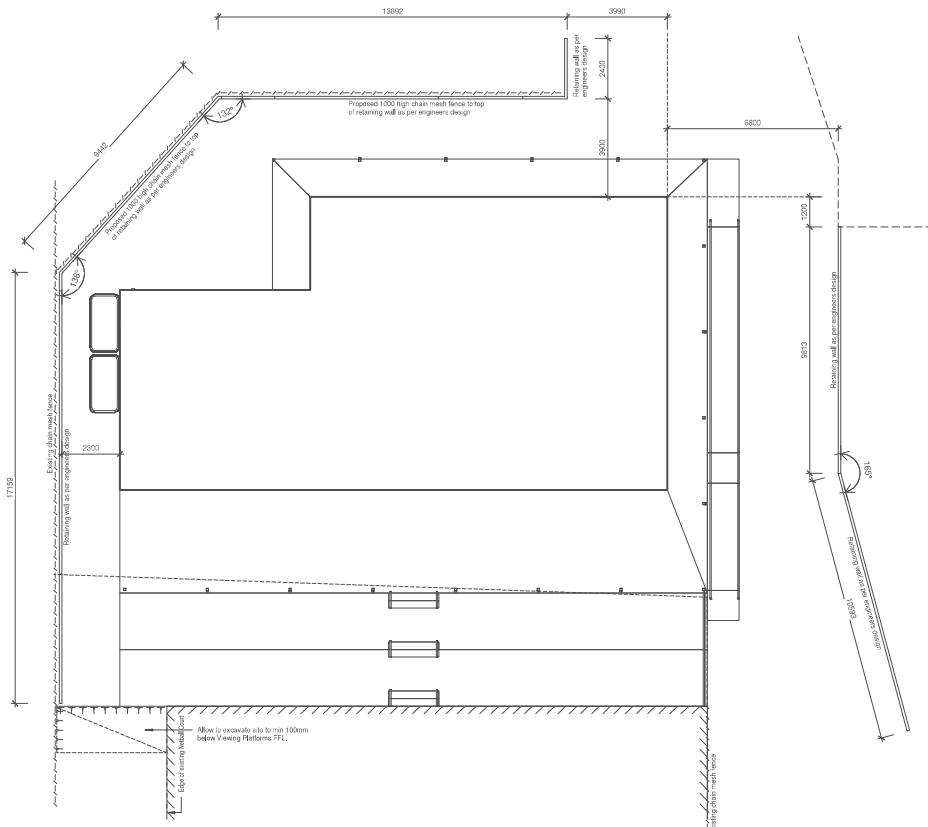
TOWN PLANNING ISSUE
NOT TO BE USED FOR CONSTRUCTION PURPOSES

Proposed Change Rooms

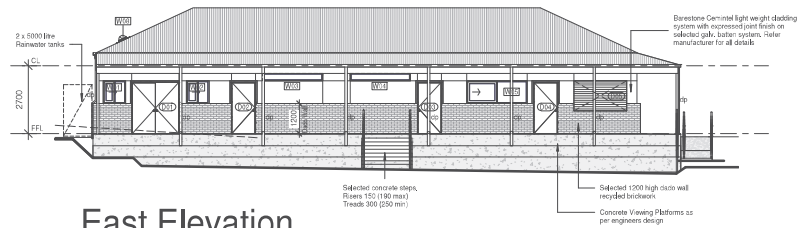
Mount Alexander Shire
Bill Woodfull Recreation Reserve, Francis Street, Maldon



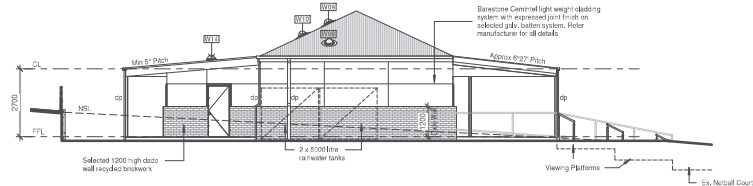
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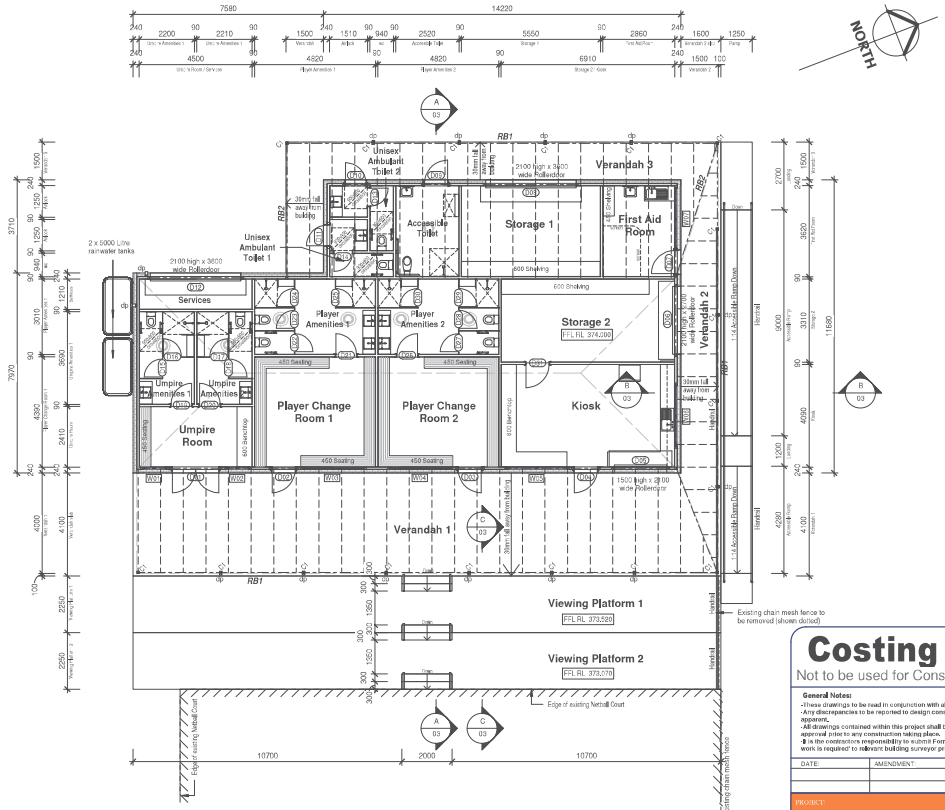
Retaining Wall Plan
1 : 100



East Elevation
1 : 100

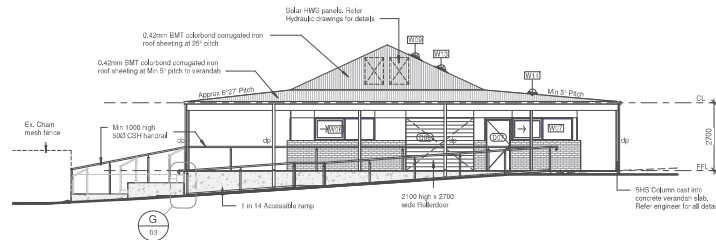


South Elevation
1 : 100

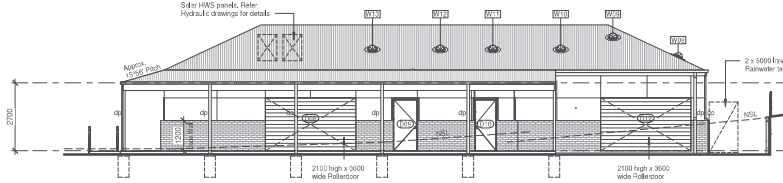


Floor Plan
1 : 100

Name	Area	Squares
Change Rooms	225.50 m ²	24.38
Verandahs	145.17 m ²	15.73
Viewing Platforms	105.30 m ²	11.33



North Elevation
1 : 100



West Elevation
1 : 100



Costing Issue

Not to be used for Construction Purposes

General Notes:
- These drawings are to be used in conjunction with all associated documentation.
- Any discrepancies to be reported to design consultants immediately they become apparent.
- All drawings contained within this project shall be lodged for a building permit & approval prior to any construction taking place.
- It is the contractor's responsibility to ensure all drawings & specifications that production work is required to reference building surveyor prior to construction taking place.

DATE	AMENDMENT	NO

PROJECT: Proposed Change Rooms

ADDRESS: Bill Woodfull Recreation Reserve, Francis Street, Maldon

CITY: Mount Alexander Shire



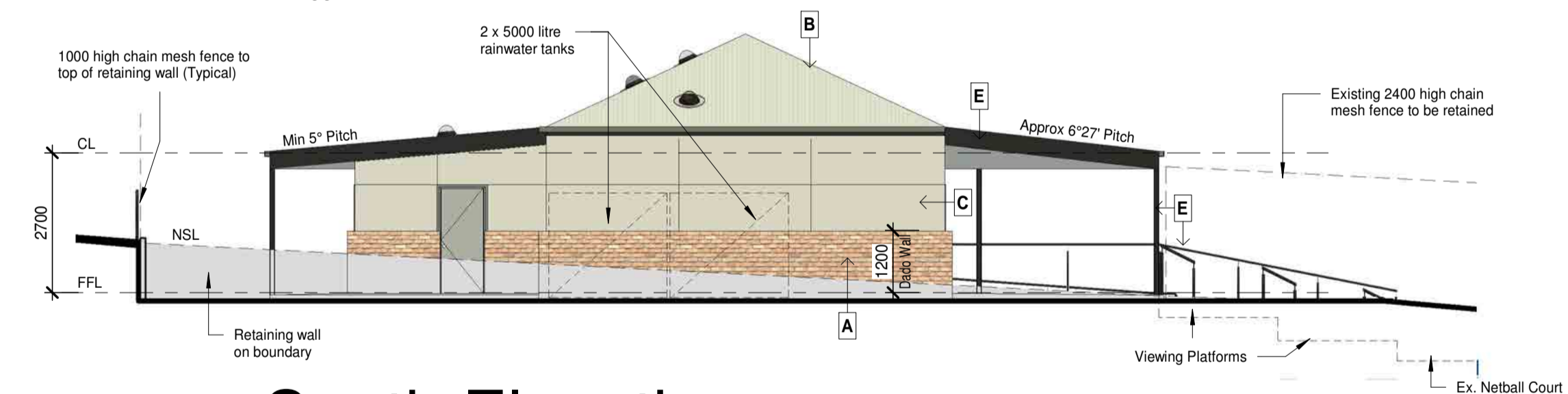
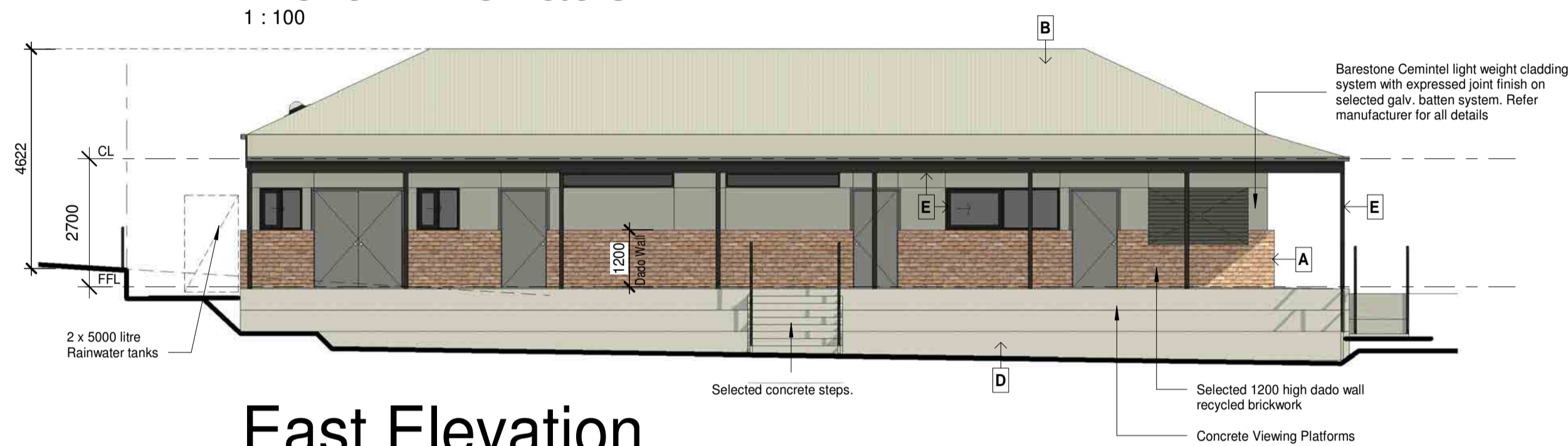
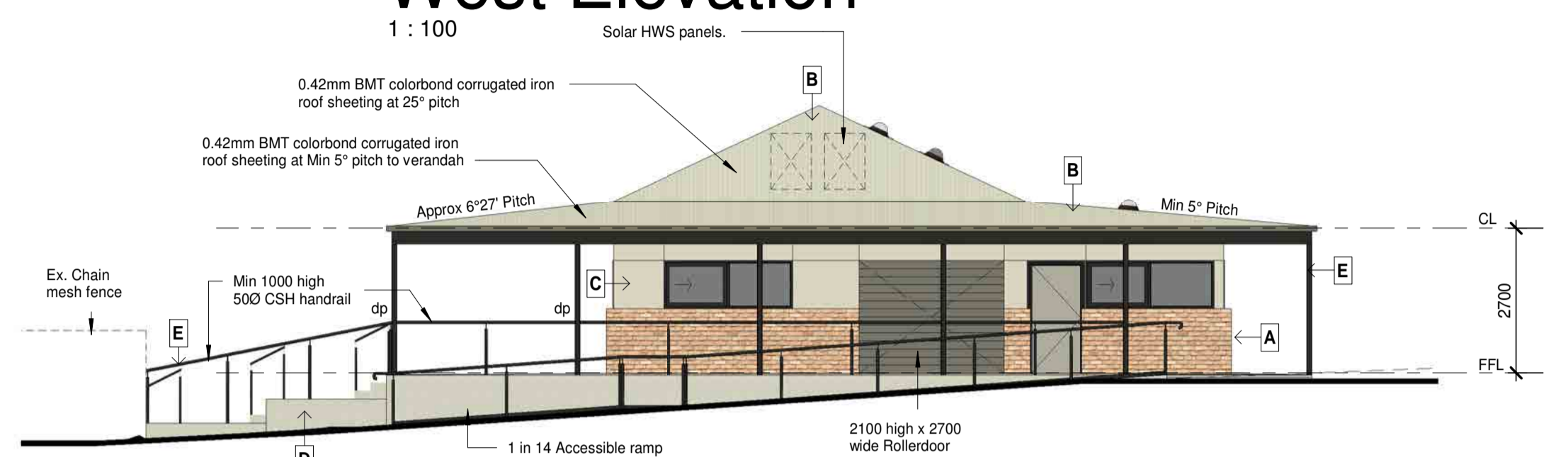
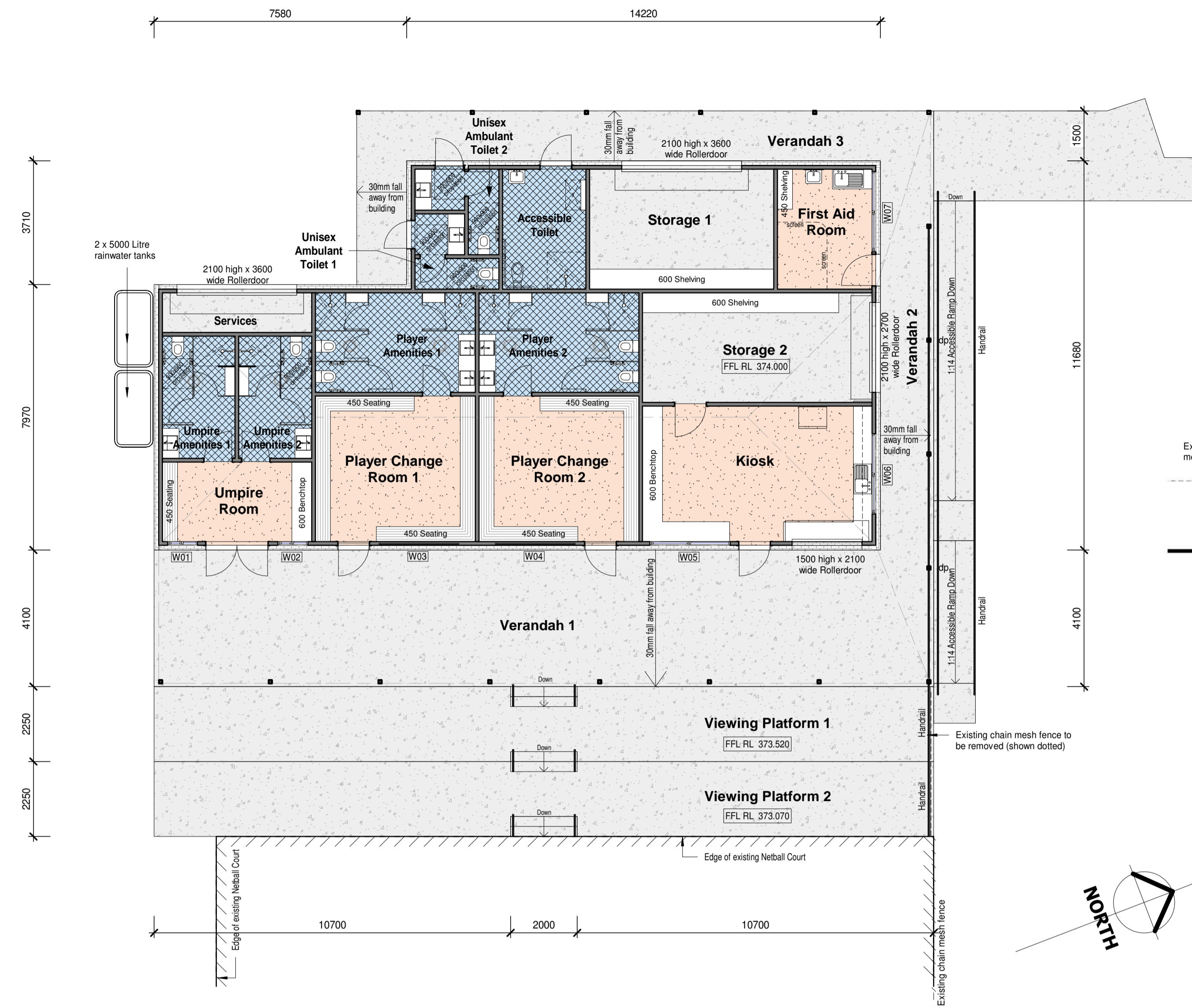
Planwise
DESIGN

38 Myrtle Street, Bendigo
Ph. (03) 5441 5888

Registered Building Practitioner BP AD 1548

DESIGNER: DLR	DATE: 28/06/2022 4:37:29 PM
DESIGN: PW	SCALE: 1 : 100
REVISION: Costing Issue	DWG NO: 7098
PROJECT: 02	





Material & Finishes Schedule

- A** Recycled Brick
- Dado Wall
- B** Shale Grey
- Roof
- Outer
- C** Barestone
- Wall Cladding
- D** Concrete
- Viewing Platforms
- E** Black
- Windows
- Fascia
- Handrails & Balustrades
- Posts



Proposed Change Rooms

Mount Alexander Shire

Bill Woodfull Recreation Reserve, Francis Street, Maldon

TOWN PLANNING ISSUE
NOT TO BE USED FOR CONSTRUCTION PURPOSES

Design Matters Member
Enable, advocate and celebrate
good building design

Planwise
DESIGN

7098

04

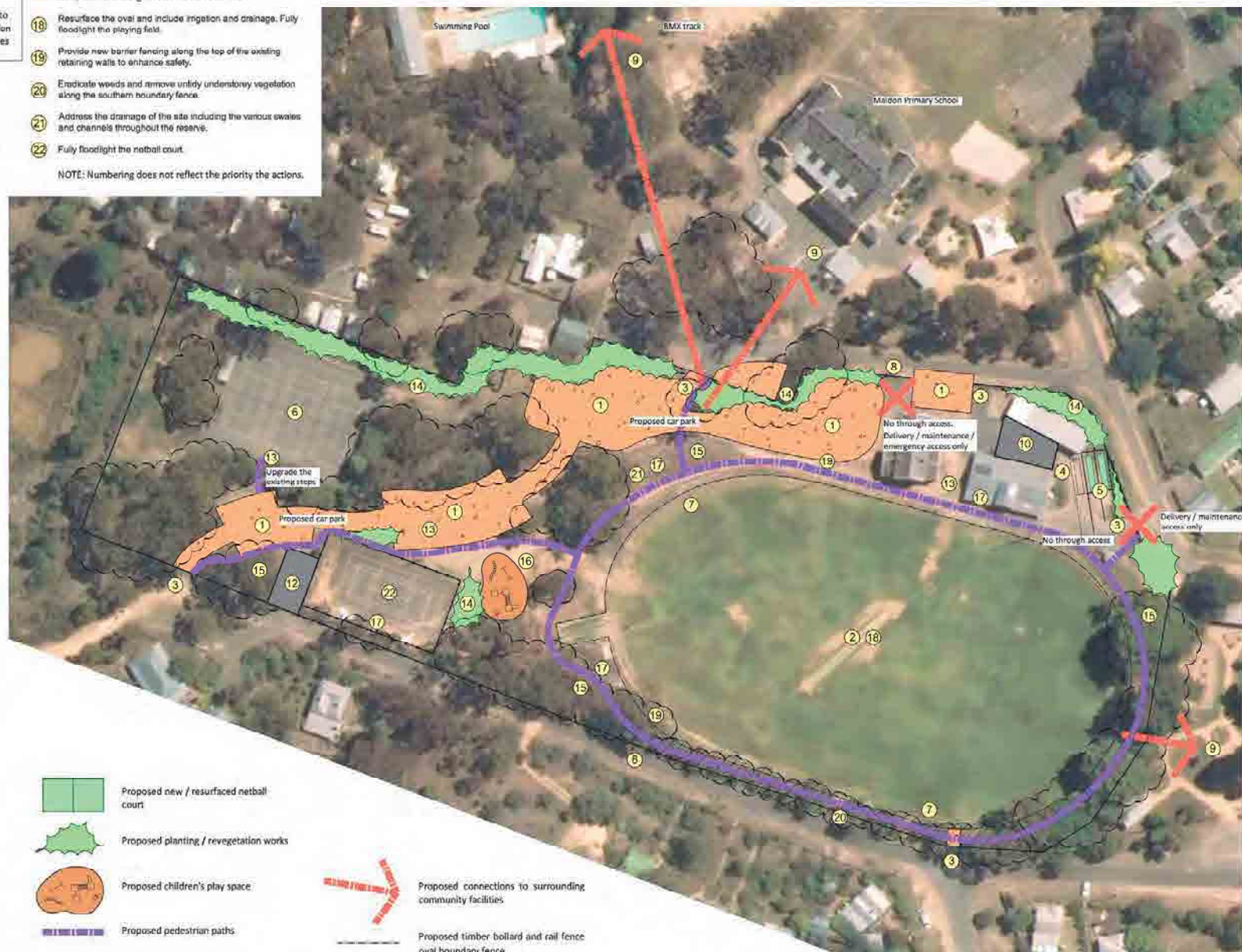
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VISION:
The Bill Woodfull Recreation Reserve is a key part of the Maldon community recreation precinct. The Reserve offers a range of facilities to support various sport and recreation activities for residents of the Maldon area. Importantly, the Reserve is also developed to provide opportunities for less active recreation and community activities and gathering.

- 1 Designate formal car parking within the reserve. Provide some on-street parking off the main entry road.
- 2 The oval is significantly undersized in width for senior sport, with no opportunity for expansion.
- 3 Consider consolidating entry points - create a main entry that has a strong sense of entry. Investigate the capacity of the entry road to ensure that the volume of traffic is sufficiently and safely serviced. Provide an emergency vehicle entry point to the oval at the southern boundary.
- 4 Consider closing off the roadway between the pavilion and change room building. Continue to allow for occasional vehicle access for deliveries and maintenance.
- 5 Replace the cricket practice nets at an alternative location that allows for a north-south alignment. Exact orientation to be determined during more detailed planning. Consider the provision of high fencing to the eastern boundary to prevent wayward balls from entering the roadway, park and playground to the east of the reserve.
- 6 Resurface the tennis courts and fully floodlight.
- 7 Replace oval boundary fence with timber bollard and rail fence to improve amenity.
- 8 Replace the perimeter fence with a 3m high black pipe and chain mesh fence with top and bottom rails.
- 9 Seek opportunities to improve connections to surrounding community facilities (such as the primary school, swimming pool, dirt BMX jumps).
- 10 Extend the pavilion and change room building to include female change rooms and a meeting room - consider opportunities to link the two buildings to expand the size of the change rooms. There is some interest from the committee in exploring the viability of constructing a new multi-purpose pavilion at a new location to service the football, cricket, tennis and netball clubs. Investigate this as an option at the time of undertaking detailed planning for this project.
- 12 Develop a club house to provide changerooms, showers, publicly accessible toilets and a small social area at the netball courts to also service tennis players. Demolish the existing public toilet block.
- 13 Install security lighting at major facilities.
- 14 Undertake landscaping throughout, preserving significant trees.
- 15 Provide paths throughout the reserve for walking for fitness and thoroughfare purposes, and connecting the main facilities.
- 16 Construct a playground for young children near the netball or tennis courts. Exact location to be determined to ensure safety and to sufficiently avoid the nearby historically significant tree.

- 17 Replace the existing park seating. Install seating to provide for spectator viewing around the netball court.
- 18 Resurface the oval and include irrigation and drainage. Fully floodlight the playing field.
- 19 Provide new barrier fencing along the top of the existing retaining walls to enhance safety.
- 20 Eradicate weeds and remove untidy understorey vegetation along the southern boundary fence.
- 21 Address the drainage of the site including the various swales and channels throughout the reserve.
- 22 Fully floodlight the netball court.

NOTE: Numbering does not reflect the priority the actions.



- LEGEND**
- Existing group of significant vegetation
 - Existing group of vegetation with weedy / scrappy undergrowth
 - Proposed built form envelope (shown indicatively)
 - Proposed formalised car parking area (shown indicatively)

- Proposed new / resurfaced netball court
- Proposed planting / revegetation works
- Proposed children's play space
- Proposed pedestrian paths
- Termination of existing access routes, connections and entrances

- Proposed connections to surrounding community facilities
- Proposed timber bollard and rail fence oval boundary fence
- Proposed upgraded fencing to the perimeter of the existing netball court

MASTER PLAN

BILL WOODFULL RESERVE, MALDON

MOUNT ALEXANDER SHIRE COUNCIL

PRINT ISSUE: Email ASR 11-03-11

REVISIONS: REV C 27-09-10
REV D 11-03-11

Drawn: M.B.
Date: 11-03-11

In association with:



MICHAEL SMITH & ASSOCIATES



**Submission in support of a planning permit application to construct
a building and to carry out works associated with the recreation
facility at Bill Woodfull Recreation Reserve Maldon**

Prepared on Behalf of Mount Alexander Shire Council



Bill Woodfull Recreation Reserve - Maldon
Female Friendly & Umpire Change Facilities

January 2023

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Summary

Proposal	Construction of all gender change facilities and associated landscaping, vegetation removal and roadworks
Site address	Fountain Street, Maldon
Title descriptors	CA 12 Section B, Parish of Maldon
Zoning	<ul style="list-style-type: none">• Public Use Zone 6 – Local Government• General Residential Zone
Overlays	<ul style="list-style-type: none">• Bushfire Management Overlay• Erosion Management overlay• Heritage Overlay – HO444• Significant Landscape Overlay – Maldon Landscape Area
Permit triggers	<ul style="list-style-type: none">• 43.01-1 Construct a building or construct or carry out works; Remove four trees in HO444• 44.01-2 Construct a building or construct or carry out works; Remove 11 trees in EMO• 44.06-2 Construct a building or construct or carry out works associated with Leisure and recreation in BMO• 52.17 Remove four (4) native trees
Local Planning Policy Framework	<ul style="list-style-type: none">• 02.02 Vision
Planning Policy Framework	<ul style="list-style-type: none">• 12.01-2S Native vegetation management• 12.05-2S Landscapes• 13.02-1S Bushfire planning• 13.04-2S erosion and landslip• 13.05 Bushfire planning• 15.01-1S Urban design• 15.01-2S Building design• 15.01-4S Healthy neighbourhoods• 15.03 Heritage
Particular provisions	<ul style="list-style-type: none">• 52.06 Car parking• 52.17 Native vegetation removal• 52.31 Local government projects• 53.02 Bushfire planning• 53.18 Stormwater management in urban development

Site Context

The site is part of the Bill Woodfull Recreation Reserve at Maldon, which encompasses Crown Allotment 12 Section B Parish of Maldon, and approximately 9 metres of the adjoining road reserve which has been fenced within and included as part of the recreation reserve for decades.

The land is mostly Crown land temporarily reserved for the purposes of public purposes (recreation, show grounds, swimming pool and gardens) and all land is managed by Mount Alexander Shire Council as Committee of Management.

The Recreation Reserve covers an area of 3.23 hectares, the land has an east to west very gentle incline of 20 metres across 322 metres. The majority of the land is already developed with sporting facilities including a substantial oval, football club rooms and change facilities, croquet green and clubrooms, playgrounds, public toilets, tennis courts, netball court, player shelters and storage facilities. Unsealed driveways and car parking connects the various sporting elements within the Reserve.

The proposed site is a currently vacant graveled area of approximately 450m² located in the very west of the Reserve that has been cleared and excavated at some earlier time. The topography of the land at the proposed development site is characterised as gently sloping, the land rises 3 metres over a 50m run from east to west, for a 3.43 degrees or 6% slope and declines down from the existing driveway on Fountain Street.

A masterplan prepared in 2011 identifies development of a change facility in this area of the reserve.

The oval and the existing football club rooms at the Bill Woodfull Recreation reserve are designated Neighbourhood safer places / Bushfire places of last resort.

Surrounds

Land beyond the Recreation reserve is developed and used for a variety of purposes.

- There are extensive tracts of Crown land to the west and south-west managed by Parks Victoria. This land immediately adjacent is generally undeveloped with the exception of an ephemeral water retarding basin.
- The Maldon Caravan Park adjoins the Recreation Reserve to the north, the nearest point is approximately 55m from the proposed development.
- The Maldon Police Station adjoins the Reserve to the north-east of the proposed development site.
- Residential development to the south and south-east of the proposed development site is separated by a formal road reserve. The closest dwelling is more than 30 metres from the proposed development.

Proposal

Council is proposing the construction of all gender change facilities that will incorporate change rooms, accessible toilet, administration office, first aid room and storage. The building will be adjacent to the existing netball courts.

The building has been designed in consultation with Council's Heritage and Urban Design Officer and will be constructed on a concrete slab and be made of steel, timber and brickwork using colours and materials in line with Maldon Design Guidelines or approved equivalent.

The footprint is 23.4 m north to south x 17.28 m east to west including verandahs, additional viewing platforms extend another 4.5 metres from the east verandah.

The maximum height is approximately 5 metres above natural ground level.

The building will be setback 2.3 metres from the south fence and approximately 30 metres from the west boundary.

Associated excavation, vegetation removal and roadworks are required.

Ancillary development will include retaining walls, rain water tanks, informal car parking, upgrade of the existing driveway, and landscaping.

Eleven (11) trees are required to be removed to provide defensible space for fire protection. One tree is an exotic Peppercorn, ten (10) trees are native, with six (6) identified as planted.

Zoning

Clause 32.08 General Residential Zone

The use of the land for an Open Sports Ground is a Section 2 use, the use of the land is long established, and a planning permit is normally required to construct a building or construct or carry out works for a use in section 2.

Clause 52.31 Local Government projects was included in all Victorian planning schemes 25/03/2021 to facilitate the development of land by or on behalf of municipal councils. Clause 52.31-1 exempts the requirement for a planning permit under a zone in certain circumstances, relevantly when the cost of development is less than \$10 million.

- A planning permit is not required under this zone.

Clause 36.01 - Public Use Zone 6 (Local Government)

The use of the land is for the purpose of Local Government, a Section 1 Use.

A planning permit is not required for buildings or works for a section 1 Use under this zone.

- A planning permit is not required for the use or development of the land under this zone.

Overlays

Clause 42.03 – Significant Landscape Overlay, Schedule 1 (Maldon Landscape Area)

The Significant Landscape Overlay applies to a small corner in the south-west of the site. Works to upgrade the driveway will encroach slightly into the area covered by the SLO1, though these works will be located within the road reserve and are exempt from requiring a planning permit under Clause 62.02. No trees are to be removed in this area.

- A planning permit is not required under this overlay.

Clause 43.01 – Heritage Overlay HO444 Maldon Historic Residential Area

The heritage overlay applies to the land along the south side of the recreation reserve. A small part of the proposed building will encroach into this area. Four trees are proposed to be removed from this area.

The purpose of the heritage overlay is to conserve and enhance heritage places of natural or cultural significance, conserve and enhance those elements which contribute to the significance of heritage places, to ensure that development does not adversely affect the significance of heritage places, and to conserve specified heritage places by allowing a use that would otherwise be prohibited if this will demonstrably assist with the conservation of the significance of the heritage place.

Specific to the HO444 is that external paint controls do not apply and tree controls do apply.

- A planning permit is required to construct a building or construct or carry out works.
- A planning permit is required to remove, destroy or lop a tree.

Clause 44.01 – Erosion Management Overlay

The purpose of this overlay is to protect areas prone to erosion, landslip, other land degradation or coastal processes by minimising land disturbance and inappropriate development.

- A planning permit is required to construct a building, or construct or carry out works including roadworks.
- A planning permit is required to remove, destroy or lop any vegetation

Clause 44.06 – Bushfire Management Overlay

The purpose of the BMO is to implement the Municipal Planning Strategy and the Planning Policy Framework, to ensure that the development of land prioritises the protection of human life and strengthens community resilience to bushfire, to identify areas where the bushfire hazard warrants bushfire protection measures to be implemented and to ensure development is only permitted where the risk to life and property from bushfire can be reduced to an acceptable level.

- A planning permit is required to construct a building or construct or carry out works associated with the use of the land for Leisure and Recreation.

Area of Aboriginal Cultural Heritage Sensitivity

The site is not identified as within an area of Cultural Heritage Sensitivity. Additionally the proposed development is associated with a purpose for which the land was being lawfully used prior to 28 May 2007.

- A Cultural Heritage Management Plan is not required according to the Aboriginal Heritage Regulations 2018.

Addressing planning permit triggers

Heritage Overlay HO444 Maldon Historic Residential Area

Clause 43.01-1 – Construct a building and construct or carry out works; Removal of four (4) trees

The decision guidelines of the HO require the responsible to consider, relevantly:

- The Municipal Planning Strategy and the Planning Policy Framework.
- The significance of the heritage place and whether the proposal will adversely affect the natural or cultural significance of the place.
- Any applicable statement of significance (whether or not specified in the schedule to this overlay), heritage study and any applicable conservation policy.
- Any applicable heritage design guideline specified in the schedule to this overlay.
- Whether the location, bulk, form or appearance of the proposed building will adversely affect the significance of the heritage place.
- Whether the location, bulk, form and appearance of the proposed building is in keeping with the character and appearance of adjacent buildings and the heritage place.
- Whether the lopping or development will adversely affect the health, appearance or significance of the tree.
- Whether the proposed works will adversely affect the significance, character or appearance of the heritage place.

A change facility associated with the use of the existing netball courts is totally appropriate to the cultural significance of the heritage place.

The recreation reserve has been subject to successive developments, most lately at this western end, the natural environment has been previously greatly disturbed by excavation and filling.

The proposed change facility has been designed with the input of Council's Heritage and Urban Design Officer to be sympathetic to the heritage surrounds and to accord with appropriate development standards for Maldon. The building is modest in scale being no higher than many standard residential dwellings and will be further set down into an excavated area so that the visual impact is greatly reduced.

The trees proposed for removal are not identified as significant or as pre-dating 1852. It is recognised their removal will have an impact on the streetscape, however this is not a main thoroughfare and there are many remaining foreground and background trees that will visually fill the gap caused by their removal as seen while travelling in both directions along Fountain Street.

Bushfire Management Overlay

Clause 44.06-2 - Construct a building and construct or carry out works associated with the use of the land for leisure and recreation

Before deciding on an application, in addition to the decision guidelines in Clause 53.02 and Clause 65, the responsible authority must consider, as appropriate:

- The Municipal Planning Strategy and the Planning Policy Framework.
- Any other matters specified in a schedule to this overlay.

Bushfire Management has been professionally assessed and addressed in the report by Mal Wright including a Bushfire Hazard Site Assessment, Bushfire Hazard Landscape Assessment and Bushfire Management Plan.

It is recommended that the building is constructed to a Bushfire Attack Level of 29 and a defensible space of 24 metres is provided. This distance exceeds the required 16 metres for BAL-29 and provides a defensible space usually adequate for BAL-19.

Erosion Management Overlay

Clause 44.01-2 Construct a building or carry out works; Clause 44.01-3 Removal of eleven (11) trees

Decision guidelines require consideration is given to whether the development or removal of vegetation is likely to increase erosion, landslip or other land degradation processes and any proposed measures to limit soil disturbance and prevent or manage erosion, run-off and drainage.

The proposed development is not expected to negatively impact the ground or contribute to erosion or landslip of the area.

The topography of the land at the proposed development site is characterised as gently sloping, the land rises 3 metres over a 50m run, for a 3.43 degrees or 6% slope (see table at end).

Cutting of the site will be limited to approximately only one metre and all construction will be carried out in accordance with Civil construction, building and demolition guide (Publication 1834, Environment Protection Authority, November 2020).

Rainwater will be harvested and used internal to the new building and also as a supply for fire fighting purposes.. Any overflow will be directed to the stormwater drainage system and released to the legal point of discharge as identified by Council.

Eleven trees are proposed to be removed. The proposed development will stabilize the ground around all disturbed areas.

Local Planning Policy Framework

02 Municipal planning strategy

02.02 Vision

The vision for Mount Alexander Shire, as expressed in the Mount Alexander Shire Council Plan 2017-2021 is to be “innovative, creative, connected”. The Plan is based on three pillars being Our People, Our Place and Our Economy. The strategic objectives of the Plan that relate to land use and development are:

- Socially connected, safe and inclusive communities.
- Improved health and wellbeing.

Currently netball and tennis players can choose to change in an aging toilet block hundreds of metres from the courts, or in or near their vehicles. There are no accessible or gender friendly facilities available. There is no shelter available for spectators.

It is likely that a dedicated premises will provide more comfort to players and spectators and could likely lead to increased participation in sport leading to improved health and wellbeing for some members of the community. This will be particularly supportive for anybody with a disability or of non-binary identity.

Planning Policy Framework

12.01-2S Native vegetation management

The objective of this clause is to ensure there is no net loss to biodiversity as a result of the removal, destruction or lopping of native vegetation. Strategies include that the three step

approach to vegetation removal – avoid, minimise, offset must be applied before seeking to remove any native vegetation.

The facilities at the recreation reserve are inadequate and must be provided to meet current standards of best practice. There are many constraints on development at the reserve due to the level of existing development, the surrounding heritage overlay and the Bushfire Management Overlay that covers much of the town.

It is not possible to avoid tree removal to construct this change facility. Therefore the building is sited as close as possible to existing infrastructure, where most of the trees are not remnant vegetation but have been planted, and as far as possible from probable remnant trees.

Offsets will be required.

12.05-2S Landscapes

This policy seeks to protect and enhance significant landscapes and open spaces that contribute to character, identity and sustainable environments. Relevant strategies seek to ensure development does not detract from the natural qualities of significant landscape areas, and ensure important natural features are protected and enhanced.

The proposed change facilities are located near to the significant landscape identified as the Maldon Landscape Area but outside the SLO. Development will be located within an area that has already been disturbed and which is generally lower than the surrounding area of the SLO thus reducing possible impact.

13.02-1S Bushfire Planning

The objective of this policy is to strengthen the resilience of settlements and communities to bushfire through risk-based planning that prioritises the protection of human life.

As mentioned above a professional assessment of the potential bushfire danger of the site has been undertaken and protective measures incorporated into the construction standard and site management.

13.04-2S Erosion and landslip

The objective is to protect areas prone to erosion, landslip or other land degradation processes through strategies such as identifying areas subject to erosion or instability in planning schemes and when considering the use and development of land, prevent inappropriate development in unstable areas or areas prone to erosion, and promote vegetation retention, planting and rehabilitation in areas prone to erosion and land instability.

The recreation reserve is located within the very fringe of the area around Maldon that is identified as likely to be impacted by erosion. At this end of the reserve the ground has been subject to excavation and compaction through successive development, and no signs of erosion are apparent.

Some excavation and removal of 11 trees will be required for the construction. Retaining walls, drainage and landscaping will maintain the stability of the ground.

15.01-1S Urban design

The objective is to create urban environments that are safe, healthy, functional and enjoyable and that contribute to a sense of place and cultural identity through strategies such as require development to respond to its context in terms of character, cultural identity, natural features, surrounding landscape and climate, and particularly relevantly ensure development contributes to community and cultural life by improving the quality of living and working environments, facilitating accessibility and providing for inclusiveness.

The construction of an all gender change facilities is absolutely supported by this policy.

15.01-2S Building design

The objective is to achieve building design and siting outcomes that contribute positively to the local context, enhance the public realm and support environmentally sustainable development, through strategies such as ensure development responds and contributes to the strategic and cultural context of its location, and minimise the detrimental impact of development on neighbouring properties, the public realm and the natural environment.

Council's Heritage and Urban Design Officer has provided advice on an appropriate building design so that it accords with the intent of this policy.

15.01-4S Healthy neighbourhoods

The objective is to achieve neighbourhoods that foster healthy and active living and community wellbeing, in part by providing conveniently located public spaces for active recreation and leisure, and amenities and protection to support physical activity in all weather conditions.

This is another policy that is completely supportive of the proposed all gender change facilities.

15.03 Heritage

The objective is to ensure the conservation of places of heritage significance through strategies such as encourage appropriate development that respects places with identified heritage values through relevant strategies such as Encourage appropriate development that respects places with identified heritage values.

A small part of the proposed development is located within the HO. The building is modest in scale being not much larger than at least one nearby private dwelling, and designed sympathetically to the heritage values of Maldon and specifically the Maldon Design guidelines. Four trees are proposed to be removed from within the area of the heritage overlay. The location is not in a visually conspicuous area or on a main thoroughfare. Any impacts will be limited to the immediate area.

Particular provisions

Clause 52.17 – Native vegetation removal

The purpose of this clause is to ensure that there is no net loss to biodiversity as a result of the removal, destruction or lopping of native vegetation. This is achieved by applying the following three step approach in accordance with the *Guidelines for the removal, destruction or lopping of native vegetation* (Department of Environment, Land, Water and Planning, 2017) (the Guidelines):

1. Avoid the removal, destruction or lopping of native vegetation.
2. Minimise impacts from the removal, destruction or lopping of native vegetation that cannot be avoided.
3. Provide an offset to compensate for the biodiversity impact if a permit is granted to remove, destroy or lop native vegetation.

To manage the removal, destruction or lopping of native vegetation to minimise land and water degradation.

Clause 52.17-1 requires that a permit is required to remove, destroy or lop native vegetation, including dead vegetation.

The site has been chosen to limit the impact on trees of significance. Eleven trees are required to be removed to create defensible space for bushfire protection around the building. Seven trees have been planted and are exempted from the need for a planning permit. A planning permit is triggered for the removal of four native trees.

The three step approach has been addressed:

AVOID -

The location of proposed development is an existing recreation reserve that is used for organised sporting activities and passive recreation. Existing infrastructure on the reserve includes football club rooms and change facilities, tennis courts, a netball court, croquet green and club rooms, public toilets, playground, player shelters and storage. Additionally some areas of the reserve in close proximity to big trees have been restricted to access. This means there is little area suitable for development. The proposed change facilities are only useful if they can be located in close proximity to the existing netball and tennis courts.

REDUCE-

There is very limited space remaining in the reserve for development. Council has a responsibility to ensure that any development is located outside the fall zones of existing trees. This location has been chosen to avoid proximity to other Eucalypts that have been assessed as significant.

Only trees within 10 metres of the proposed development are to be removed. This is the minimum for development associated with leisure and recreation in the Bushfire Management Overlay.

Clause 52.06 – Car parking

This clause stipulates circumstances when a planning permit might be required. The purpose is to ensure that car parking is provided in accordance with the Municipal Planning Strategy and the Planning Policy Framework; or to ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality; to promote the efficient use of car parking spaces through the consolidation of car parking facilities; to ensure that car parking does not adversely affect the amenity of the locality; and to ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.

Clause 52.06-2 Provision of car parking spaces

Before a new use commences or the floor area or site area of an existing use is increased the number of car parking spaces required under Clause 52.06-5 must be provided to the satisfaction of the responsible authority.

Clause 52.06-6 Number of car parking spaces required for other uses

Where a use of land is not specified in Table 1 or where a car parking requirement is not specified for the use in another provision of the planning scheme or in a schedule to the Parking Overlay, before a new use commences or the floor area or site area of an existing use is increased, car parking spaces must be provided to the satisfaction of the responsible authority.

The table at Clause 52.06-5 does not stipulate car parking spaces for leisure or recreation or specifically change facilities. Therefore Clause 52.06-6 is relevant.

Though a new building is proposed there will be no new use of the site. The building is required to provide best standard facilities to the existing use of the nearby netball court and tennis courts.

It is recognised the building will occupy an area that may currently be utilised for informal parking thus reducing the number of spaces immediately adjacent to the netball court, however there will be 10 car spaces including an accessible car space, made available for the facility further to the west of the recreation reserve. This is comparable for the requirement for a squash court which is a listed use in the table and requires 3 car spaces for each court. In keeping with the heritage value of the site it is proposed they will be unsealed and minimally imposing on the landscape.

52.31 Local government projects

Clause 52.31 Local Government projects was introduced into all Victorian planning schemes 25/03/2021 with the stated purpose to facilitate the development of land by or on behalf of municipal councils.

Clause 52.31-2 Exemption from notice and review allows that an application under any provision of this planning scheme to develop land by or on behalf of a municipal council is exempt from the notice requirements of section 52(1)(a), (b) and (d), the decision requirements of section 64(1), (2) and (3) and the review rights of section 82(1) of the Act. This exemption does not apply to:

- An application for a development with an estimated cost of more than \$10 million.
- An application for a development associated with the use of land for accommodation, earth and energy resources industry, energy generation facility, industry or warehouse.
- An application to remove, destroy or lop more than:
 - 0.5 hectares of native vegetation other than a tree; or
 - 15 native trees with a trunk diameter of less than 40 centimetres at a height of 1.3 metres above ground level; or
 - 5 native trees with a trunk diameter of 40 centimetres or more at a height of 1.3 metres above ground level.

This clause overrides the notice requirements stipulated by Clause 67.02-2 that notice under section 52(1)(c) of the Act must be given to the owners and occupiers of adjoining land, as they are specifically exempted.

The cost of development is less than \$10 million, there are less than 5 large trees and less than 15 small trees to be removed. Therefore public notice is not required.

53.02 Bushfire Planning

The purpose of this clause is to implement the Municipal Planning Strategy and the Planning Policy Framework; to ensure that the development of land prioritises the protection of human life and strengthens community resilience to bushfire; to ensure that the location, design and construction of development appropriately responds to the bushfire hazard; and to ensure development is only permitted where the risk to life, property and community infrastructure from bushfire can be reduced to an acceptable level.

This clause sets out performance objectives and approved or alternative measures that development should meet.

As mentioned earlier professional assessment has determined the proposed development can be safely located at this site which is in close proximity to a designated safer place.

Please refer to Bushfire Management assessment and report by Mal Wright including a Bushfire Hazard Site Assessment, Bushfire Hazard Landscape Assessment and Bushfire Bushfire Management Plan.

53.18 Stormwater management in urban development

The purpose of this clause is to ensure that stormwater in urban development, including retention and reuse, is managed to mitigate the impacts of stormwater on the environment, property and public safety, and to provide cooling, local habitat and amenity benefits.

Before deciding on an application, in addition to the decision guidelines in Clause 65, the responsible authority must consider, as appropriate:

- Any relevant water and stormwater management objective, policy or statement set out in this planning scheme.
- The capacity of the site to incorporate stormwater retention and reuse and other water sensitive urban design features.
- Whether the development has utilised alternative water sources and/or incorporated water sensitive urban design.
- Whether stormwater discharge from the site will adversely affect water quality entering the drainage system.
- The capacity of the drainage network to accommodate additional stormwater.
- Whether the stormwater treatment areas can be effectively maintained.
- Whether the owner has entered into an agreement to contribute to off-site stormwater management in lieu of providing an on-site stormwater management system.

Engineering and drainage plans have been prepared for the development to assist Council's assessment and compliance with this clause. Please refer to structural drawings and hydraulic services site plan.

Conclusion

The following matters are reinforced in support of this planning permit application.

It is considered the proposed all gender change facility at the Maldon Bill Woodfull Recreation Reserve accords with the existing use of the land, the reservation status of the Crown land and complies with the purposes of the zones, overlays and relevant policy of the Mount Alexander Planning Scheme.

- The reservation status of the Maldon Bill Woodfull Recreation Reserve is for public purposes (recreation, show grounds, swimming pool and gardens).
- The proposed development has been designed with advice from Council's Heritage and Urban Design Officer to comply with the Maldon Design Guidelines.
- The Erosion Management Overlay covers the site though the ground at this location is only gently sloping and not prone to erosion. Construction techniques and subsequent landscaping will further management any impacts from soil disturbance.
- Assessment of bushfire protection requirements has determined the appropriate level of design and management required to reduce the risk to life and property.
- This proposed location at the west end of the recreation reserve is far from any main streets or thoroughfares and thus the development is not intrusive on any significant landscapes, views or heritage places.
- The proposed facility in this location has been identified in the master plan for the Recreation Reserve since 2011. Funding has only recently become available to implement this part of the masterplan.
- The proposed all gender change facilities is an ancillary development to the existing infrastructure at the site.

- The current lack of change facilities ancillary to the netball court and tennis courts is unacceptable as it means that players have to change in cars or in distant toilet blocks, or not at all, and have nowhere to shelter between games or while off court.

It is respectfully requested this proposal is considered for approval.

Appendices

Appendix 1 - Aboriginal heritage planning tool assessment



Department of
Premier and Cabinet

Process List

Project Name: Bill Woodfull all gender change facilities

Project Location: Bill Woodfull Recreation Reserve

Date: 24-Nov-2022

	QUESTION	ANSWER
Question 1	Is the proposed activity , or all the proposed activities, exempt?	No
Question 2	Are you undertaking a High Impact Activity as listed in the Aboriginal Heritage Regulations?	Yes
Question 2(b)	Is the activity for or associated with a purpose for which the land was being lawfully used prior to 28 May 2007?	Yes
Answer:	<u>ON THE BASIS OF THE ANSWERS YOU HAVE ENTERED</u> YOU ARE NOT REQUIRED BY THE REGULATIONS TO PREPARE A CULTURAL HERITAGE MANAGEMENT PLAN <u>FOR THIS PROJECT</u>	
	This process list is for information purposes only; the result must not be relied upon by a statutory authority in deciding whether a cultural heritage management plan is required for a proposed activity.	

Appendix 2 – Native vegetation removal assessment

Separate report provided.

Appendix 3 - Standard slope descriptors

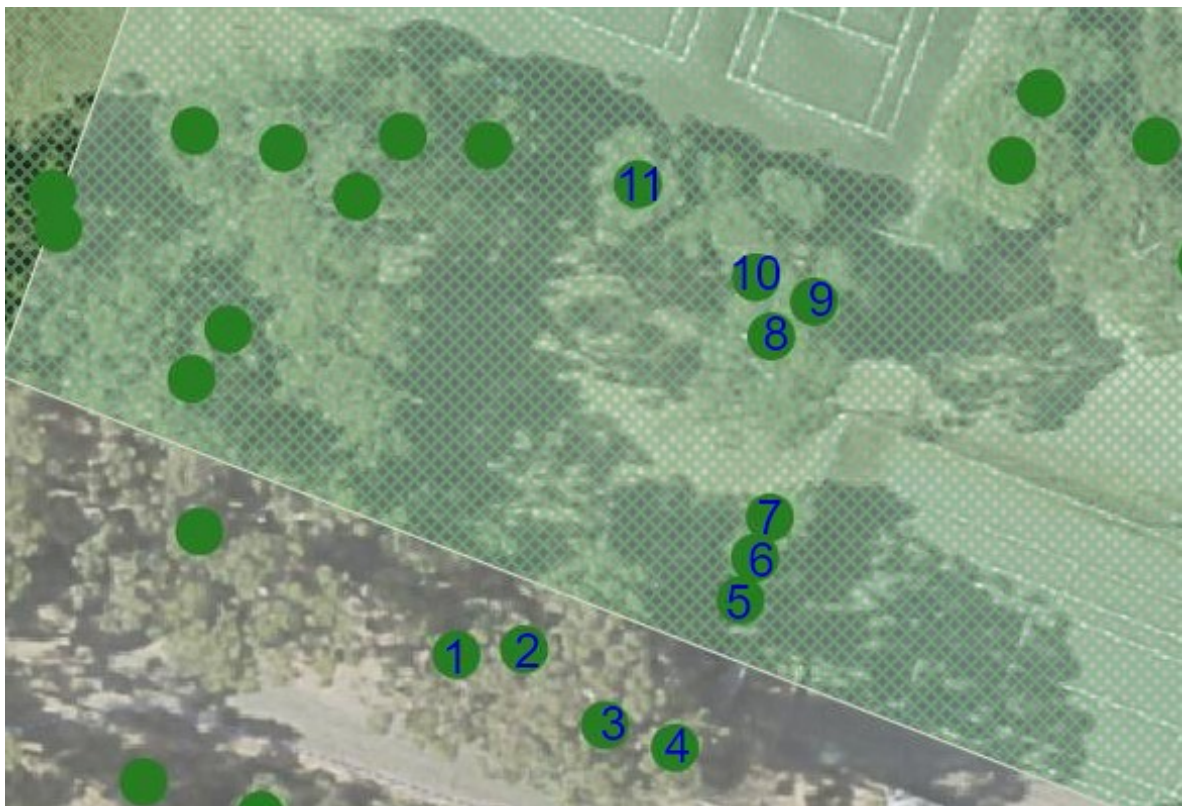
Slope (%)	Approximate degrees	Terminology
0 - 0.5	0	Level
0.5 - 2	0.3 - 1.1	Nearly level
2 - 5	1.1 - 3	Very gentle slope
5 - 9	3 - 5	Gentle slope
9 - 15	5 - 8.5	Moderate slope
15 - 30	8.5 - 16.5	Strong slope
30 - 45	16.5 - 24	Very strong slope
45 - 70	24 - 35	Extreme slope
70 - 100	35 - 45	Steep slope
> 100	> 45	Very steep slope

Standard slope descriptors

Trees proposed for removal

A planning permit under Clause 52.17 is required for removal of four (4) trees.

Tree	
1	Permit under 52.17
2	Permit under 52.17
3	Non-native tree
4	Permit under 52.17
5	Planted tree
6	Planted tree
7	Planted tree
8	Permit under 52.17
9	Planted tree
10	Planted tree
11	Planted tree



Arborist Assessment

tree	1
Asset id	TR036412
Asset type	Park Tree
Location	Bill Woodfull Maldon Recreation Reserve
lat	-36.99612404
long	144.0636983
Common name	Grey Box
Recommended action	No action required
Action priority	None
Genus	Eucalyptus
Species	microcarpa
Origin	Native
Age	Mature
Health	Good
Form	Poor
ULE	20+ years
Height (m)	18
Spread (m)	10
DBH (cm)	61
Powerlines	No
Suitability	9.0.Minor Problems
Rater	Hickmans Tree Service
Rating date	16/12/2019 14:48
Comments	Large tree



Tree	2
Asset id	TR036411
Asset type	Park tree
Location	Bill Woodfull Maldon Recreation Reserve
lat	-36.99612223
long	144.0637474
Common name	Grey Box
Recommended action	Deadwood removal
Action priority	Low
Genus	Eucalyptus
Species	Macrocarpa
Origin	Native
Age	Mature
Health	Good
Form	Poor
ULE	20+years
Height (m)	25
Spread (m)	20
DBH (cm)	110
Powerlines	No
Suitability	7.Perfect Suitability
Rater	Heath Bambrough
Rating date	30/12/2020 8:46
Comments	Large tree



tree	4
Asset id	TR036406
Asset type	Park Tree
Location	Bill Woodfull Maldon Recreation Reserve
lat	-36.9961819
long	144.0638543
Common name	Grey Box
Recommended action	Crown restoration / formative pruning
Action priority	Low
Genus	Eucalyptus
Species	Macrocarpa
Origin	Native
Age	Semi-mature
Health	Good
Form	Good
ULE	20+ years
Height (m)	8
Spread (m)	4
DBH (cm)	15
Powerlines	No
Suitability	7.Perfect Suitability
Rater	Heath Bambrough
Rating date	30/12/2020 8:50
Comments	Small tree



tree	8
Asset id	TR036417
Asset type	Park Tree
Location	Bill Woodfull Maldon Recreation Reserve
lat	-36.99594512
long	144.0639333
Common name	Grey Box
Recommended action	No action required
Action priority	None
Genus	Eucalyptus
Species	Macrocarpa
Origin	Native
Age	Semi-mature
Health	Fair
Form	Fair
ULE	11 – 20 years
Height (m)	15
Spread (m)	10
DBH (cm)	60
Powerlines	No
Suitability	8.Could be better no problems
Rater	Hickmans Tree Service
Rating date	25/09/2021 10:29
Comments	Large tree



tree	3
Asset id	TR036410
Asset type	Park Tree
Location	Bill Woodfull Maldon Recreation Reserve
lat	-36.99616755
long	144.0638042
Common name	Peppercorn tree
Recommended action	No action required
Action priority	None
Genus	Schinus
Species	Molle
Origin	Exotic
Age	Semi mature
Health	Fair
Form	Fair
ULE	20+ years
Height (m)	6
Spread (m)	8
DBH (cm)	45
Powerlines	Yes
Suitability	7.Perfect Suitability
Rater	Heath Bambrough
Rating date	7/05/2019 8:44
Comments	No-native tree



Tree	5
Asset id	TR036407
Asset type	Park Tree
Location	Bill Woodfull Maldon Recreation Reserve
lat	-36.99609748
long	144.063905
Common name	Norfolk Island Hibiscus
Recommended action	No action required
Action priority	None
Genus	Lagunaria
Species	patersonia
Origin	Native
Age	Juvenile
Health	Good
Form	Good
ULE	20+ years
Height (m)	2
Spread (m)	2
DBH (cm)	1
Powerlines	Yes
Suitability	7.Perfect Suitability
Rater	Heath Bambrough
Rating date	7/05/2019 8:34
Comments	Planted tree



tree	6
Asset id	TR036408
Asset type	Park Tree
Location	Bill Woodfull Maldon Recreation Reserve
lat	-36.99607327
long	144.0639165
Common name	Sea Urchin Hakea
Recommended action	No action required
Action priority	None
Genus	Hakea
Species	laurina
Origin	Native
Age	Mature
Health	Good
Form	Good
ULE	20+ years
Height (m)	3
Spread (m)	3
DBH (cm)	15
Powerlines	No
Suitability	7.Perfect Suitability
Rater	Heath Bambrough
Rating date	30/12/2020 8:48
Comments	Planted tree



Tree	7
Asset id	TR036409
Asset type	Park Tree
Location	Bill Woodfull Maldon Recreation Reserve
lat	-36.99605006
long	144.0639281
Common name	Norfolk Island Hibiscus
Recommended action	No action required
Action priority	None
Genus	Lagunaria
Species	patersonia
Origin	Native
Age	Semi-mature
Health	Good
Form	Good
ULE	11 – 20 years
Height (m)	4
Spread (m)	2
DBH (cm)	25
Powerlines	No
Suitability	7.Perfect Suitability
Rater	Heath Bambrough
Rating date	30/12/2020 8:49
Comments	Planted tree



tree	9
Asset id	TR036418
Asset type	Park Tree
Location	Bill Woodfull Maldon Recreation Reserve
lat	-36.99592577
long	144.063965
Common name	Giant Honey Myrtle
Recommended action	No action required
Action priority	None
Genus	Melaleuca
Species	armillaris
Origin	Native
Age	Mature
Health	Good
Form	Poor
ULE	6 – 10 years
Height (m)	6
Spread (m)	6
DBH (cm)	60
Powerlines	Yes
Suitability	9.0.Minor Problems
Rater	Hickmans Tree Service
Rating date	25/09/2021 9:39
Comments	Planted



tree	10
Asset id	
Asset type	Park Tree
Location	Bill Woodfull Maldon Recreation Reserve
lat	-36.99591067
long	144.0639233
Common name	Prickly Paperbark
Recommended action	No action required
Action priority	None
Genus	Melaleuca
Species	stypelioides
Origin	Native
Age	Mature
Health	Poor
Form	Fair
ULE	1 – 5 years
Height (m)	6
Spread (m)	4
DBH (cm)	30
Powerlines	No
Suitability	9.0.Minor Problems
Rater	Heath Bambrough
Rating date	28/09/2021 12:15
Comments	Planted



tree	11
Asset id	TR036421
Asset type	Park Tree
Location	Bill Woodfull Maldon Recreation Reserve
lat	-36.99585453
long	144.06384
Common name	Prickly Paperbark
Recommended action	No actionrequired
Action priority	None
Genus	Melaleuca
Species	styphelioides
Origin	Native
Age	Mature
Health	Good
Form	Poor
ULE	6 – 10 years
Height (m)	5
Spread (m)	5
DBH (cm)	35
Powerlines	No
Suitability	9.0.Minor Problems
Rater	Hickmans Tree Service
Rating date	25/09/2021 9:39
Comments	Planted



[« Back to Past removal](#)

Identify your proposal

Enter a valid address or parcel SPI or zoom to your area of interest

Search

When all native vegetation is mapped, click "Proceed to results"

If you need to edit the mapped native vegetation, click the "Edit" button. When you have finished mapping all the native vegetation you plan to remove, click "Proceed to results".

Address:

Address unknown

FRANCIS STREET MALDON 3463


Extent of past native vegetation removal: 0.000 ha


Summary of mapped native vegetation

Scattered trees: 0.081 ha

Small scattered trees:

A	61.0 cm
B	110.0 cm
C	15.0 cm
D	60.0 cm

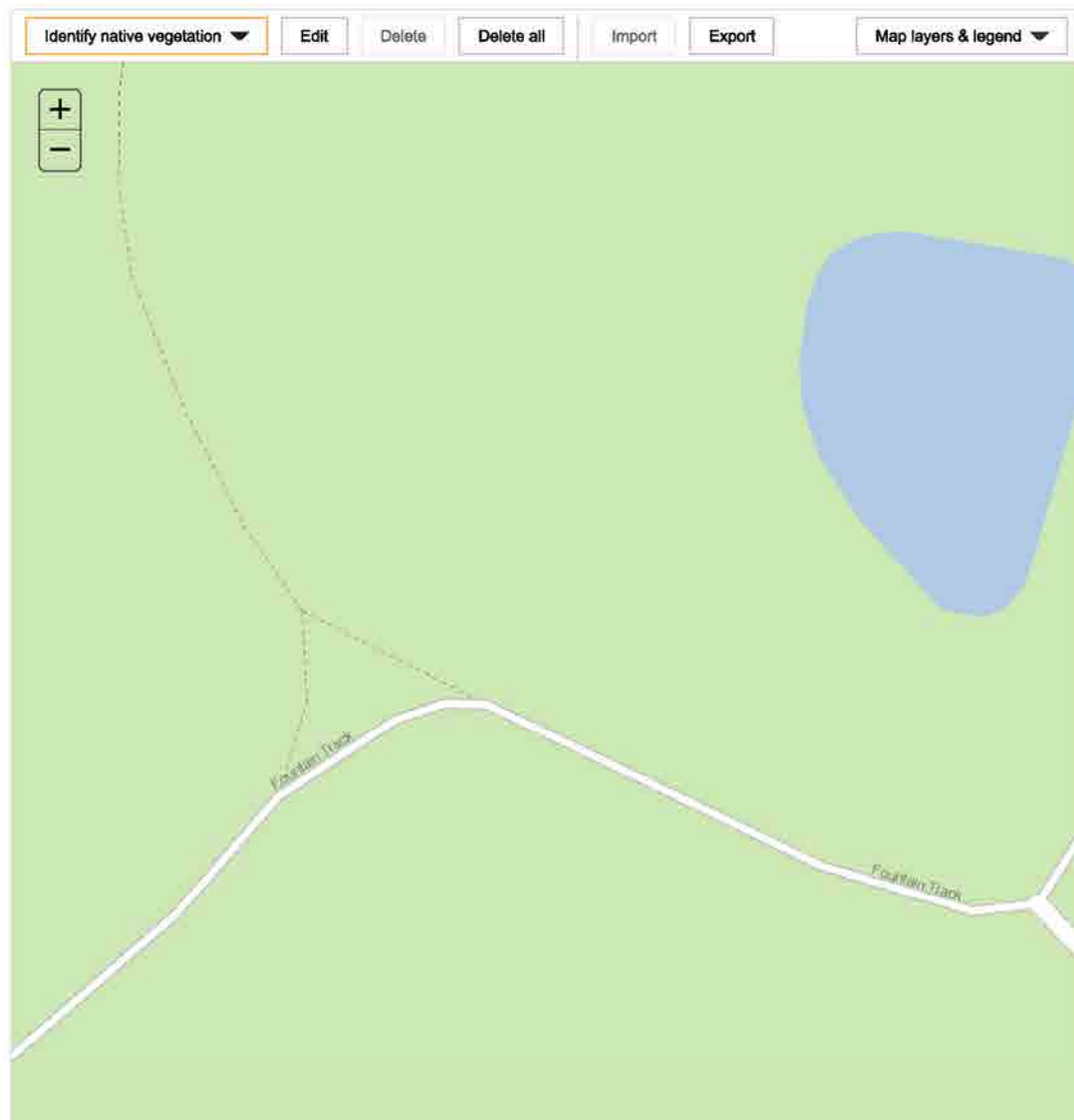
Extent of all mapped native vegetation: 0.081 ha 

Native vegetation extent for assessment pathway: 0.081 ha 

Location category: 1

Assessment pathway: Basic

[Proceed to results](#)



[« Back to Identify your proposal](#)

Assessment pathway details

Summary of native vegetation

Assessment pathway	Basic
Location category	1
Extent used to determine assessment pathway	0.081 ha
Past removal:	0.000 ha
Mapped native vegetation	
Scattered trees:	0.081 ha
Small scattered trees:	
A	61.0 cm
B	110.0 cm
C	15.0 cm
D	60.0 cm

Why is the assessment pathway Basic?

The following table explains how the assessment pathway is determined:

Extent	Location category		
	Location 1	Location 2	Location 3
Less than 0.5 hectares and not including any large trees	Basic	Intermediate	Detailed
Less than 0.5 hectares and including one or more large trees	Intermediate	Intermediate	Detailed
0.5 hectares or more	Detailed	Detailed	Detailed

This proposal is in the Basic Assessment Pathway because:

- The extent when combined with past native vegetation removal is less than 0.5 hectares
- The mapped native vegetation is located entirely within Location 1
- The mapped native vegetation does not include the removal of any large trees

An application for the removal of this native vegetation must meet the requirements of, and will be assessed in the Basic Assessment Pathway.

Next steps

If you have not finished mapping the native vegetation you plan to remove, destroy or lop or you want to change what you have mapped, go back to 'Identify your proposal'.

If you have finished mapping the native vegetation, click 'Next' to calculate offset requirements.

Next >

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Offset requirements

A native vegetation offset will be required if a permit is granted to remove the mapped native vegetation. The offset must meet the following requirements:

Offset type

General offset

Offset amount (general habitat units)

0.048

Offset attributes

Vicinity

North Central Catchment Management Authority (CMA) or Mount Alexander Shire Council

Minimum strategic biodiversity value

0.602

Large trees

0 tree(s)

Summary of mapped native vegetation

Assessment pathway	Basic
Location category	1
Total extent of native vegetation used to determine assessment pathway	0.081 ha
Total extent of native vegetation mapped to be removed (patches plus extent of scattered trees)	0.081 ha
Total number of large trees	0 tree(s)
Strategic biodiversity value score	0.753
Condition score	0.454

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In the meantime, please progress to the next page and follow the steps required to export and send your data to DEECA for processing.

The Native Vegetation Removal Report (NVRR) produced by DEECA will not contain the information shown on this page, which is required for any permit application to remove, destroy or lop native vegetation. This information will need to be compiled separately and supplied with the NVRR as part of your permit application to the responsible authority.

We are sorry for any inconvenience caused.

Additional information

Fill in the following to ensure the report you download includes the information needed to make an application to remove native vegetation.

If you want to enter this additional information at a later time, leave the boxes blank and click 'Next'. You will be able to save and export your map on the next screen. When you are ready to enter the additional information, you will be able to import your map and complete the application.

Topographical and land information

Describe any topographical or land features on your property. This includes ridges, crests and hilltops, drainage lines, wetlands and waterways, steep slopes, low lying areas, saline discharge areas and areas of existing erosion.

The [Applicants guide](https://www.environment.vic.gov.au/native-vegetation/native-vegetation) (<https://www.environment.vic.gov.au/native-vegetation/native-vegetation>) provides more details.

This is an application requirement and your application will be incomplete without it.

Gently sloping land area between existing sporting and recreation infrastructure.

Avoid and minimise statement

Describe why you cannot avoid the removal of native vegetation and what you have done to minimise impacts from removing native vegetation. This can be done by locating your development in areas where there is no native vegetation or in areas where the value of the native vegetation is lower.

The [Applicants guide \(https://www.environment.vic.gov.au/native-vegetation/native-vegetation\)](https://www.environment.vic.gov.au/native-vegetation/native-vegetation) will help you understand the value of native vegetation on your site.

This is an application requirement and your application will be incomplete without it.

AVOID -

The location of proposed development is an existing recreation reserve that is used for organised sporting activities and passive recreation. Existing infrastructure on the reserve includes football club rooms and change facilities, tennis courts, a netball court, croquet green and club rooms, public toilets, playground, player shelters and storage. Additionally some areas of the reserve in close proximity to large trees have been restricted to access. This means there is little area suitable for development. The proposed change facilities are only useful if they can be located in close proximity to the existing netball and tennis courts.

REDUCE-

There is very limited space remaining in the reserve for development. Council has a responsibility to ensure that any development is located outside the fall zones of existing trees. This location has been chosen to avoid proximity to other Eucalypts that have been assessed as significant.

Only trees within 10 metres of the proposed development are to be removed. This is the minimum for development associated with leisure and recreation in the Bushfire Management Overlay.

Defendable space statement

If the vegetation to be removed is to create defendable space describe what other bushfire risk mitigation measures have been considered that could reduce the need to remove native vegetation. This could include building to a different standard or in a different location. This statement is not required if your application also includes an application under the Bushfire Management Overlay.

If clearing is not for defendable space, write 'not applicable'.

This is an application in part under the Bushfire Management Overlay.

Offset statement

Demonstrate that an offset is available and describe how you intend to secure the required offset This may be by purchasing the offset (attach the quotation to your permit application) or by establishing a new first party offset site (attach the Native vegetation offset report).

The [Applicants guide \(https://www.environment.vic.gov.au/native-vegetation/native-vegetation\)](https://www.environment.vic.gov.au/native-vegetation/native-vegetation) provides further guidance on your offset statement and how to identify a suitable offset.

This is an application requirement and your application will be incomplete without it.

Next >

[< Back to Additional information](#)

Review and download

Next steps

This proposal to remove native vegetation must meet the application requirements of the Basic Assessment Pathway. It will be assessed in the Basic Assessment Pathway.

If you wish to remove the mapped native vegetation you must apply for a permit from your local council.

If all the steps have been completed in this tool, the report will contain most of the information needed to make an application to remove, destroy or lop native vegetation. The report must be included with your application.

You will need to add to this report:

- Recent photographs of the native vegetation to be removed
- Any approved Property Vegetation Plan that you have for your property.
- If your application is a Clause 52.16 permit application, you will need to include a statement that responds to the relevant Native Vegetation Precinct Plan considerations. Your local council will tell you if Clause 52.16 applies.

If you have finished mapping the native vegetation and filled in the additional information, proceed with the following steps:

1. Download the report and export the mapped native vegetation for your future use
2. Make sure you have met all application requirements. The [Applicant's guide \(https://www.environment.vic.gov.au/native-vegetation/native-vegetation\)](https://www.environment.vic.gov.au/native-vegetation/native-vegetation) can help you with this.
3. Submit this report with your application to your local council.

Download report



NVIM is currently experiencing technical difficulties in generating pdf reports. We are investigating solutions to this problem.

In the meantime, we invite you to export the shapefile of the native vegetation removal you have identified, by using the 'Export map' icon below. The shapefile will be downloaded to your computer. Submit that shapefile to EnSymNVRtool.support@delwp.vic.gov.au (<mailto:EnSymNVRtool.support@delwp.vic.gov.au>).

We will generate and send a report using the shapefile you submitted. You will also need to respond to the Additional information questions separately and submit the responses along with the report as part of your permit application.

We are sorry for any inconvenience caused.

Export map

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Asset Valuation Policy



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Date	Version Number	Details of Version	Modified by
19/10/2022	3	Review	Executive Manager Corporate Services
20/02/2018	2	Review	Executive Manager Business Performance
12/06/2014	1	Adoption	Director Corporate Support

1. Purpose

This policy establishes Mount Alexander Shire Council's position in relation to the valuation of assets held (after initial recognition). It seeks to:

- Provide the framework and guidance for Council to satisfy its obligations regarding the financial valuation of non-current assets, in accordance with relevant Australian Accounting Standards and State Government requirements.
- Assist Council to sustainably manage its financial commitment to non-current assets.

2. Scope

This policy directs those Council officers who are charged with recording, valuing, and accounting for Council's assets.

It covers the financial valuation of non-current assets subsequent to initial recognition (refer Non-current Asset Recognition Policy), including the frequency and method of valuation.

This policy excludes:

- Valuations for insurance purposes.
- Valuations of assets held for sale.
- Council's renewal requirements which are reflected in Council's cash flow statement and various Asset Management Plans.

3. Policy

Knowledge of current values of fixed assets is essential for the efficient and effective management of assets and assists managers in making decisions regarding the allocation of resources to those assets.

Application of this policy will ensure consistent processes to produce comparable valuations from year to year for both financial reporting and asset management.

For non-current assets, indexed historical cost will generally not provide a reliable measurement of fair value. Only relatively short life or low value assets such as plant and equipment, office furniture, and vehicles will continue to be carried at historical cost, as this is expected to provide a reasonable approximation of fair value for these short lived assets.

All other asset classes will typically be recognised at fair value. The fair value basis of recognition ensures that the consumption of non-current assets (depreciation expense) approximates the expected long-term average costs to renew or replace those assets.

3.1. Valuation for Financial Management

Financial reporting obligations require valuations of non-current assets in accordance with relevant Australian Accounting Standards and other State Government requirements.

AASB 1041, Revaluation of Non-Current Assets, outlines that, subsequent to initial recognition as assets, each class of non-current assets must be measured on either:

- (a) The cost basis; or
- (b) The fair value basis, under which revaluations must be made with sufficient regularity to ensure that the carrying amount of each asset in the class does not differ materially from its fair value at the reporting date.

This Standard also prescribes the method of accounting for revaluation increments and decrements, and specifies rules relating to the frequency of revaluation.

All long-life or high-value non-current assets, subject to their initial recognition under the Non-current Asset Recognition Policy, will be recognised at fair value using the revaluation model. Where assets have an available market price for their current type and condition, the market price is deemed to be the fair value. The fair value of an asset is the amount for which an asset could be exchanged, or liability settled, between knowledgeable, willing parties in an arms-length transaction. Therefore, it is the best estimate of the price reasonably obtainable in the market at the date of valuation. The fair value of an asset is determined by reference to its highest and best use and, as such, results in the highest value. There are three levels in the fair value hierarchy:

Level 1 inputs	Quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date e.g. shares.
Level 2 inputs	Inputs other than quoted prices included within level 1 that are observable for the asset or liability, either directly or indirectly e.g. land and buildings.
Level 3 inputs	Unobservable inputs for the asset or liability e.g. roads and bridges.

Many infrastructure assets in the local government sector have few or no alternative uses as they are extremely specialised and exist solely to meet community needs for economic or social facilities. If the fair value of an asset cannot be reliably determined using market-based evidence, its fair value is measured at its market buying price of either depreciated replacement cost (DRC) or net present value (NPV). Current market prices can usually be observed for land and non-specialised buildings.

"Brownfields" vs "Greenfields"

For infrastructure assets there is a requirement to revalue assets using "brownfield" rates, as opposed to "greenfield" rates, for financial statement reporting. Greenfield rates do not include costs such as asset destruction, asset disposal, traffic management and site restoration costs. As such, unit rates used for financial valuation may understate the actual costs to renew or replace assets. As Greenfield rates vary from Brownfield rates, financial

valuation information is generally not optimal for use in renewal modelling to determine needs-based cash flow forecasts.

Table 1: Difference between Greenfield and Brownfield valuations

Activity	Greenfield	Brownfield
Construction, including formation and earthworks	Y	Y
Contract payments	Y	Y
Council direct costs, wages, salaries, plant hire, materials	Y	Y
Overheads	Y	Y
Professional fees	Y	Y
Project management	Y	Y
Project scoping, investigation, valuation reports, planning approvals	Y	Y
Site preparation	Y	Y
Strategic planning reports	Y	Y
Supervision	Y	Y
Survey and design	Y	Y
Transport, installation, assembly and testing	Y	Y
Disposal costs	N	Y
Demolition costs	N	Y
Site restoration	N	Y
Traffic management	N	Y

3.2. Frequency and Method of Valuation

In implementing this policy Council will:

- Apply the adopted valuation method and frequency for each asset class, as per Appendix A.
- Ensure that condition assessments for each asset class are conducted in accordance with Appendix A.
- Ensure that corporate systems record current values for reporting in audited financial statements.
- Engage a professionally qualified valuer or specialist, or internal specialist, to conduct or review valuations.
- Annually review the financial valuation of Council owned or controlled non-current asset classes as at 30 June each year, including an assessment of impairment, and maintain supporting documentation for audit purposes.

- Where the annual review identifies a material change to the unit rate or condition of a significant group of assets within the asset class, an out of cycle valuation will need to occur. The materiality threshold is generally triggered at 10 per cent.
- Where the annual review identifies a non-material change to the unit rate, annual indexation of unit rates may occur, ensuring that over the period between comprehensive revaluations, movements in asset values are recognised gradually, rather than in a lump sum. It should be noted that indexation should never be used as a complete substitute for revaluations.
- Conduct revaluations in accordance with this policy ensuring that, at a minimum, each infrastructure asset class is revalued once every five years.

Assets shall be separately identified and depreciated into smaller assets (known as componentised assets) when applicable under AASB116. Componentised assets shall be assessed on useful life and impairment at asset component level.

Assets within a class of non-current assets are required to be revalued at substantially the same date so that their amounts can be meaningfully aggregated. However, a class of non-current assets may be revalued on a progressive basis within a reporting period provided the carrying amount of each asset within the class does not differ materially from its fair value at the reporting date.

Assets that have been acquired within 12 months of the reporting date will need to be revalued if there is evidence that the asset's carrying value is materially different to its fair value.

4. Definitions of Abbreviations Used

Table 2. A table of terms and their definitions as they relate to the policy.

4.1. Term	4.2. Definition
Arms-length transaction	Two or more unrelated and unaffiliated parties agree to do business, acting independently and in their self-interest.
Asset Class	A group of assets that are similar in nature or function.
Carrying Value (CV)	The initial cost of acquisition less accumulated depreciation.
Cost	The amount paid or the fair value of any other consideration given to acquire an asset at the time of its original acquisition or construction. Where an asset is acquired at no cost, or for a nominal cost (as the case with developer and other contributed assets), the cost is its fair value as at the date of acquisition.
Depreciable Amount	The cost of an asset, or other amount substituted for its cost, less its residual value.

Depreciated Replacement Cost (DRC)	The current replacement cost of an asset less accumulated depreciation.
Depreciation	The systematic allocation of the depreciable amount of an asset over its useful life.
Fair Value (FV)	The amount for which an asset could be exchanged between knowledgeable, willing parties in an arm's length transaction.
Gross Replacement Cost (GRC)	The cost to rebuild/replace the asset as new.
Historical Cost (HC)	The price paid for an asset when it was purchased.
Impairment	The amount by which the carrying amount of an asset exceeds its recoverable amount.
Market Value (MV)	The estimated monetary worth of an asset on the open market at a particular time.
Net Present Value (NPV)	The difference between the present value of cash inflows and the present value of cash outflows over a period of time.
Non-Current Asset	Any capitalised asset which is not expected to be fully consumed, realised, sold, or otherwise disposed of within one financial year.
Remaining Useful Life	The time remaining until an asset ceases to provide the required service level or economic usefulness.
Revaluation	The act of reassessment of values, condition, remaining life, and impairment of non-current assets at a particular date.
Useful Life	Age plus remaining useful life.

5. Human Rights Statement

Human Rights Statement

It is considered that this policy does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act (2006).

Asset Valuation Policy – Appendix A

ASSET FINANCIAL CLASS	CATEGORY NAME	ASSET CLASS	ASSET TYPES	COMPONENT NAME	RECOGNISE	VALUATION METHOD	CAPITALISATION THRESHOLD	CONDITION ASSESSMENT FREQUENCY (YEAR)			
Bridges	Bridges	Bridge and major culvert	Bridge	Surface	Y	DRC - Condition	\$10,000	5			
				Deck							
				Rail							
				Sub structure							
				Super structure							
			Foot bridge	Surface							
				Deck							
				Rail							
				Sub structure							
				Super structure							
			Major culvert	Surface							
				Deck							
				Rail							
				Sub structure							
				Super structure							
Buildings	Buildings	Commercial Halls and Community Centres Municipal Operations Municipal Services Parks Public Toilets Recreation Tourism and Cultural Venues	Amenities Blocks Building Community Facilities (General) Community Halls Former Church Heritage Buildings Minor Buildings Municipal Buildings Public Toilets Shelter Sporting Facilities Time Keepers Box	Fit outs and fittings	Y	MV or DRC - Condition	\$10,000	5			
				Fit out (floor coverings)							
				Roof							
				Site infrastructure							
				Site service							
				Services (fire)							
				Services (electrical)							
				Services (hydraulics)							
				Services (mechanical)							
				Services (security)							
				Services (transportation)							
				Transportation services (other)							
				Sub structure							
				Super structure							
				Pool structures					Recreation	Swimming pool (25m)	Main
										Swimming pool (50m)	
	Swimming pool (10m)	Lining									
	Swimming pool (toddlers)										
	Bus stops	Bus stop	Bus shelter	Main							
	Drainage	Open drains and rain gardens	Stormwater drainage	Drainage basin	Main	Y	DRC - Condition	\$10,000	5		
Open drain											
Table drain											

Asset Valuation Policy – Appendix A

ASSET FINANCIAL CLASS	CATEGORY NAME	ASSET CLASS	ASSET TYPES	COMPONENT NAME	RECOGNISE	VALUATION METHOD	CAPITALISATION THRESHOLD	CONDITION ASSESSMENT FREQUENCY (YEAR)
	Stormwater drains	Stormwater drainage	Box culvert	Main Outlet Civil Reline	Y	DRC - Condition	\$10,000	5
			Circular culvert					
			Culvert					
			Pipe					
			Spoon drain					
			Stone drain					
			Table drain					
	Stormwater pits	Stormwater drainage	Double side entry pit	Main Other Reline	Y	DRC - Condition	\$10,000	5
			Driveable end wall					
			End of pipe					
			End wall – winged					
			End wall – with trash rack					
			End wall					
			Ghost structure					
			Grated junction pit					
			Grated OFK					
			Grated pit					
			Grated side entry pit					
			Junction pit					
			Pipe to pipe					
			Run through inlet					
			Run through outlet					
			Side entry pit					
Footpaths	Pathways	Footpath	Footpath	Surface Pavement	Y	DRC - Condition	\$10,000	5
			Pedestrian desire line					
			Reserve					
			Trail					
Furniture and equipment	Buildings equipment and furniture	Furniture and equipment	Floor covering	Main	Y	HC - Age	\$5,000	N/A
			Furniture					
			Heating and cooling					
			Hot water service					
			Other					
			Security					
			Theatre equipment					
			Window furnishing					
	ICT	Furniture and equipment	IT equipment	Main	Y	HC - Age	\$5,000	N/A

Asset Valuation Policy – Appendix A

ASSET FINANCIAL CLASS	CATEGORY NAME	ASSET CLASS	ASSET TYPES	COMPONENT NAME	RECOGNISE	VALUATION METHOD	CAPITALISATION THRESHOLD	CONDITION ASSESSMENT FREQUENCY (YEAR)
	Public artworks	Furniture and equipment	Public artworks	Main	Y	HC - Age	\$10,000	N/A
Intangibles	ICT	Furniture and equipment	IT software	Main	Y	HC - Age	\$25,000	N/A
Kerb and channel	Kerbs	Kerb and channel	Barrier kerb - concrete	Main	Y	DRC - Condition	\$10,000	5
			Barrier kerb – spiked					
			Buffer strip – concrete					
			Concrete kerb and channel					
			Concrete plinth					
			Concrete plinth – spiked					
			Kerb and channel					
			Lay back					
			Open drain					
			Other					
			Plinth – concrete					
			Semi mountable kerb and channel					
			Spoon drain					
			Stone kerb					
			Stone kerb and channel					
			Stone plinth					
			Terracotta kerb					
			Timber plinth					
Land	Land	Land	Building site	Land Fence	Y	Freehold land – MV Controlled land – MV Land under Roads post 01/07/2008 - discounted MV	N/A	5
			Car park					
			Drainage reserve					
			Gravel reserve					
			Industrial estate					
			Landfill					
			Natural interest reserve					
			Open space					
			Public purposes reserve					
			Road					
			Road reserve					
			Urban waterway		N	Land Under Roads pre 01/07/2008	N/A	N/A

Asset Valuation Policy – Appendix A

ASSET FINANCIAL CLASS	CATEGORY NAME	ASSET CLASS	ASSET TYPES	COMPONENT NAME	RECOGNISE	VALUATION METHOD	CAPITALISATION THRESHOLD	CONDITION ASSESSMENT FREQUENCY (YEAR)
Landfill	Landfill	Waste management	Landfill cell Landfill structure	Land Fence Miscellaneous	Y	HC - Age	\$10,000	N/A
Land improvements	Irrigation	Open space	Irrigation	Control system	Y	DRC - Age	\$10,000	N/A
				Telemetry system				
				Above ground system				
				Underground system				
	Levee bank	Open space	Levee bank	Main	Y	DRC - Age	\$10,000	N/A
	Park active areas	Recreation	BMX Track	Main	Y	DRC - Age	\$10,000	N/A
			CFA Demonstration Track					
			Dog Park					
			Horse Arena					
			Sporting Infrastructure					
			Sporting Surface					
			Sports Ground					
			Skate Park					
			Sporting Infrastructure					
	Park passive areas	Open space	Bushland	Main	N	N/A	N/A	N/A
			Civic					
			Community					
			Garden bed					
			Liner					
			Special purpose					
			Sports and recreation					
			Streetscape					
			Landscaping	Main	Y	DRC – Age	\$10,000	N/A
	Retaining walls	Footpath	Retaining wall	Retaining wall Footing	Y	DRC - Age	\$10,000	N/A
		Road infrastructure						
		Recreation						
	Structures	Open space	Access paving	Main Other	Y	DRC - Age	\$10,000	N/A
			Caravan sites					
			RV dump point					
	Structures	Waste management	Drop-off wall	Main Other	Y	DRC - Age	\$10,000	N/A
			Tip wall					
			Weighbridge					
Plant and equipment	Buildings plant and equipment	Plant and equipment	Pool equipment	Main	Y	DRC – Age	\$5,000	N/A
			Fire safety					

Asset Valuation Policy – Appendix A

ASSET FINANCIAL CLASS	CATEGORY NAME	ASSET CLASS	ASSET TYPES	COMPONENT NAME	RECOGNISE	VALUATION METHOD	CAPITALISATION THRESHOLD	CONDITION ASSESSMENT FREQUENCY (YEAR)
	Fleet, plant and equipment	Plant and equipment	Bus Fleet Plant	Motor vehicles	Y	HC – Age	\$5,000	N/A
Roads	Roads	Sealed	Urban Rural	Surface	Y	DRC - Condition	\$10,000	5
				Pavement base				
				Pavement sub-base				
				Formation				
		Unsealed	Urban Rural	Pavement base	Y	DRC - Condition	\$10,000	5
				Pavement sub-base				
				Formation				
		Unformed	Urban Rural	Formation	N	N/A	N/A	N/A
				Formation				
	Car parks	Roads	Accessible car park Car park Car park surface	Surface Pavement base Pavement sub-base Formation	Y	DRC - Condition	\$10,000	5
	Structures	Road infrastructure	Traffic island	Main				
Site Improvements	Electricals	Road infrastructure	EV charging station	Main	Y	DRC – Age	\$10,000	N/A
			Switchboard	Main				
		Plant and equipment	Solar PV system	Main	Y	DRC – Age	\$10,000	N/A
	Fences	Open space	Fence	Main	Y	DRC - Age	\$10,000	N/A
			Oval fence					
			Perimeter fence					
	Lighting	Open space	Sportsground lighting	Main	Y	DRC - Age	\$10,000	N/A
			Lighting	Luminaire Footing				
	Municipal heritage	Open space	Fountain	Main	Y	DRC - Age	\$10,000	N/A
			Gates					
			Memorial					
			Monument					
	Open space furniture	Open space	BBQ	Main	Y	DRC - Age	\$10,000	N/A
			Bicycle infrastructure					
			Open space bin					
			Park furniture					
	Park infrastructure	Recreation	Sporting infrastructure	Main	Y	DRC – Age	\$10,000	N/A
	Playgrounds	Open space	Playground equipment	Playground	Y	DRC - Age	\$10,000	N/A
				Structure				

Asset Valuation Policy – Appendix A

ASSET FINANCIAL CLASS	CATEGORY NAME	ASSET CLASS	ASSET TYPES	COMPONENT NAME	RECOGNISE	VALUATION METHOD	CAPITALISATION THRESHOLD	CONDITION ASSESSMENT FREQUENCY (YEAR)
				Fence				
				Soft fall				
				Miscellaneous				
	Signs	Open space	Bollard sign	Sign Support	Y	DRC - Age	\$10,000	N/A
			Trail marker sign					
			Wayfinding sign					
	Structures	Open space	Bollards	Main Other	Y	DRC - Age	\$10,000	N/A
			Drinking fountain					
			Gates					
			Rainwater tanks					
			Signage					
			Water tanks					
	Structures	Recreation	Seating	Main Other	Y	DRC - Age	\$10,000	N/A
			Shade sails					
			Shelter					
			Sporting facilities					
	Structures	Road infrastructure	Safety rail	Main Other	Y	DRC - Age	\$10,000	N/A
			Standpipe					
N/A	Street trees	Open space	New tree	N/A	N	N/A	N/A	N/A
			Park tree					
			Private tree					
			Street tree					
			Vacant planting site					

Revenue and Debt Collection Policy

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Related legislation:	Local Government Act 1989 Local Government Act 2020 Penalty Interest Rate Act 1983 Infringements Act 2006 Fines Reform Act 2014 Domestic Animals Act 1994 Livestock Act 1994		
Related strategic documents, policies, or procedures:	Financial Hardship Policy 2022 Conflict of Interest Policy 2019		

Date	Version Number	Details of Version	Modified by
Click here to enter a date.	3	Review and adoption	Executive Manager Corporate Services
18/08/2020	2	Review and adoption	Executive Manager Corporate Services
23/02/2016	1	Adoption	Finance Manager

Revenue and Debt Collection Policy

1. Purpose

The purpose of this Policy is to:

- Establish a consistent approach for Council to manage the collection of revenue. Council has a responsibility to recover monies owing to it in a timely and efficient manner to finance its operations and ensure effective cash flow management.
- Ensure the integrity of all collection proceedings for both Council and the customer. Council has a responsibility to undertake best practice ethical revenue and debt collection practices.

2. Scope

This Policy applies to:

- All staff who are involved in either raising invoices or collecting debts.
- Customers who owe monies to Council. This includes revenue included on rate notices or other miscellaneous invoices.

3. Policy

3.1. Property rates and charges

Invoicing and payment terms

Annual Rates Notices are sent in the first quarter of the financial year, with instalment notices sent for the remaining three quarters of the year. At a minimum, annual rate notices and instalment notices will be issued no less than 14 days before due date for payment, however Council will endeavour to provide notices six weeks before due dates.

Payment arrangements

A payment arrangement can be made at any time and interest will continue to accrue on overdue amounts. If rate payments are in arrears, any default from the payment arrangement may result in legal action to recover the debt.

To assist ratepayers, Council will be flexible regarding the type of arrangement entered into. However, to ensure the arrears do not increase in value, payments over a twenty-four-month period must cover the outstanding amount, the current year rates and any interest charges. Ratepayers who are unable to make this repayment should be assessed under the Financial Hardship Policy.

Collection

Council may commence collection of overdue rates where:

- Financial hardship has not been established and
- Where the payment of rates remains outstanding or

Revenue and Debt Collection Policy

- Where there has been a default in an agreed payment arrangement.

Council will work with ratepayers to seek payment of any arrears. In some cases, the collection process may involve legal action (see Section 4 – Definitions of Abbreviations Used) which could result in:

- Legal costs being incurred by the ratepayer.
- The credit score, or rating, of the ratepayer being affected.
- The sale of property, by resolution of Council in accordance with the Local Government Act.

Interest will be charged on all overdue amounts in accordance with the relevant legislation.

There are several other options available to Council to recover debt and these options will be exercised if appropriate (refer to the table in section 4).

3.2. Non-property related charges i.e. general customers

Invoicing and payment terms

A debt is created when the service is provided or when the invoice is created; whichever occurs first. Each tax invoice shall contain enough information so that the customer can recognise the transactions included on the invoice.

Council's payment terms for general customers are 30 days unless specific regulations apply. Council's payment terms for Community Wellbeing clients are 21 days from the issued statement date.

Interest will not be charged on overdue general customer accounts. Where appropriate, legal costs will be charged on general customer accounts that have been referred to Council's debt collection agency.

Collection

Unless subject to special collection arrangements, outstanding general customer accounts will be followed up according to Council processes.

In extreme cases of non-payment, the Executive Manager Corporate Services, in conjunction with the appropriate service manager, can temporarily cease the provision of relevant Council services, except for Community Wellbeing clients.

If a customer cannot meet their obligations by the due date it is in the interests of the customer to contact Council at the earliest opportunity to negotiate a payment arrangement.

Revenue and Debt Collection Policy

3.3. Special collection arrangements

Food and Health Registrations

All food and health registration renewals, regardless of their value, must be followed up according to Council processes. In addition, staff reporting to the Coordinator of Public and Environmental Health will perform outreach services to premises to assist in ensuring compliance with the relevant registration and communicating the consequence of non-payment may result in infringements being issued.

Infringement Notices

The collection of outstanding Parking infringements is governed by the Infringements Act 2006 (Vic) and the Fines Reform Act 2014 (Vic) and includes processes administered by Fines Victoria. The collection of outstanding Animal Services infringements is governed by the Domestic Animals Act 1994 (Vic) and the Impounding of Livestock Act 1994 (Vic).

The collection of infringements is governed by the Infringements Act 2006 and is managed by Council's Community Safety and Amenity team. An infringement penalty must be paid within the period specified in the infringement notice, being a period of not less than 28 days after an infringement notice has been served.

Community Wellbeing Clients

In accordance with State and Federal Government funding guidelines, Council will assess a client's ability to financially contribute to the cost of their services. Any instances of inability to pay will be referred to the Community Wellbeing Unit for their feedback and guidance.

3.4. Writing off an outstanding amount

Outstanding debts may be written off under the following delegations:

Less than \$20	Customer Service Officer
Less than \$100	Rates Officer, Collections Officer, Finance Officer, Rates BSO
\$101 up to \$500	Financial Services Coordinator
\$101 to \$500	Manager Community Wellbeing
Up to \$1,000	Manager Development Services
\$501 up to \$1,000	Executive Manager Corporate Services
\$1,001 up to \$5,000	Director Corporate and Community Services
\$5,001 and above	Chief Executive Officer

For write offs of \$101 and above, information regarding the reasons for, and approval of, the write off, and confirmation that there is no conflict of interest must be recorded in Council's electronic document management system.

Revenue and Debt Collection Policy

3.5. Responsibilities

Position	Responsibility
Collections Officer	<ul style="list-style-type: none">Approval of property debts referred to our Debt Collection AgencyPerforming credit checks before a new account for landfill customers can be created.
Financial Services Coordinator	<ul style="list-style-type: none">Approval of general debts referred to our Debt Collection Agency.Approval of a Complaint against a customer through the debt collection process.
Executive Manager Corporate Services	<ul style="list-style-type: none">Approval of a Complaint against a customer through the debt collection process.Approval of a Judgement against a customer through the debt collection process.
Director Corporate and Community Services	<ul style="list-style-type: none">Approval of a caveat lodged on a property title, where at least \$10,000 in unpaid rates is owed and all other debt collection activities have been unsuccessful.
Ratepayer	<ul style="list-style-type: none">Communicate with Council regarding any change in circumstances affecting their ability to pay monies owed.
Other	<ul style="list-style-type: none">Waste and Recycling Coordinator is to approve the creation of any landfill customer accounts.Coordinator Public and Environmental Health must approve all food and health registration debts referred to the debt collection agency.

4. Definitions of Abbreviations Used

A table of terms and their definitions as they relate to the policy

Term	Definition
Bankruptcy	The process where a corporation or company is legally declared unable to pay its debts.
Complaint	A claim made in a proceeding by one party against a co-party
Garnishee of Wages	A Garnishee Order for wages or salary is a court order that allows Council to recover the judgment debt from the ratepayer's wages. The

Revenue and Debt Collection Policy

	ratepayer's employer will be required to pay to Council a portion of their employee's wage or salary until the debt is paid off.
Judgement	The written reasons a court gives when it decides a case.
Liquidation	The process of winding up and finalising a corporation or company's affairs.
Mortgagee Letter	<p>This is a letter written to the ratepayer's mortgagee (i.e. their bank or financial institution), advising them the rates have not been paid.</p> <p>Most mortgages will require that the ratepayer pay their rates on time.</p> <p>If the rates remain unpaid, depending on the equity in the property, the bank may pay the outstanding amounts and add this onto the mortgage.</p>
Rent Demand	A Rent Demand orders the tenant of a property, for which the owner has outstanding rates, to pay their rent to the Council until the outstanding rates are paid.
Summons for Oral Examination	Ratepayer is interviewed by the Clerk of Courts regarding their financial situation and intentions in relation to repaying the debt.
Warrant to Seize Property	Gives authority to the sheriff to demand payment of the debt via the seizure of property

5. Human Rights Statement

It is considered that this policy does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act (2006).

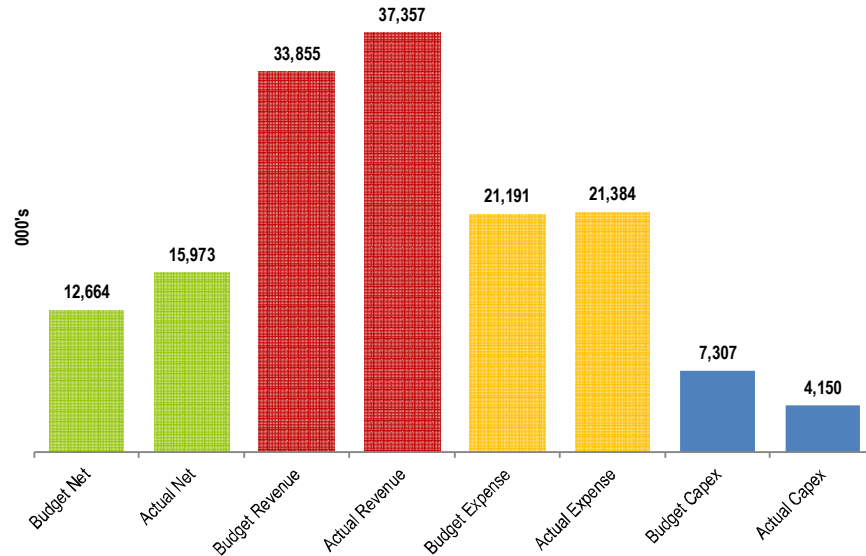


Finance Report

For the period 1 July 2022 – 31 December 2022



Executive Summary



- Overall a favourable year to date performance of \$15.97 million surplus, which is \$3.31 million greater than the year to date budget.
- Revenue is favourable at \$3.50 million (10%) variance greater than the year to date budget. This is mainly due to the earlier than expected receipt of Local Roads and Community Infrastructure (LRCI) round 3 grant funding.
- Expenditure is unfavourable at \$193,226 (1%) variance greater than the year to date budget.
- Year to date, capital works expenditure is \$3.16 million (43%) less than budget. This is due to a variety of reasons that are outlined further at section e) of this report.
- Adopted carry forwards are included in these statements.
- Adjusted underlying result (net surplus/deficit excluding non-recurrent capital grants) is currently \$10.47 million surplus compared to YTD budget of \$9.08 million surplus.
- Government grants - An analysis of grants received compared to total revenue (excluding Roads to Recovery, Victorian Local Government Grants Commission and Aged Care) provides the following:

2020/2021 Actual	16.9%
2021/2022 Actual	18.6%
2022/2023 YTD Budget	10.2%
2022/2023 YTD Actual	18.4%
2022/2023 Budget	17.2%

Key Financial Ratios

Indicator	Measure	Budget 2022/2023	YTD Actual	VAGO assessment
<i>Operating position</i>				
Adjusted underlying result	Adjusted underlying surplus (deficit) / adjusted underlying revenue	-17%	33%	Low
<i>Liquidity</i>				
Working capital	Current assets / current liabilities	201%	345%	Low
Unrestricted cash	Unrestricted cash / current liabilities	-7%	78%	None
Cash holdings	Cash and cash equivalents / total assets	4%	7%	None
<i>Obligations</i>				
Indebtedness	Non-current liabilities / own source revenue	12%	15%	Low
Cash Management Policy compliance	Investment portfolio complies with Cash Management Policy	Yes	Yes	None

Financial sustainability risk indicators—risk assessment criteria

Risk	Net result	Adjusted underlying result	Liquidity	Internal financing	Indebtedness	Capital replacement	Renewal gap
High	Less than negative 10% Insufficient revenue is being generated to fund operations and asset renewal.	>Less than 0% Insufficient surplus being generated to fund operations.	Less than 0.75 Immediate sustainability issues with insufficient current assets to cover liabilities.	Less than 75% Limited cash generated from operations to fund new assets and asset renewal.	More than 60% Potentially long-term concern over ability to repay debt levels from own-source revenue.	Less than 1.0 Spending on capital works has not kept pace with consumption of assets.	Less than 0.5 Spending on existing assets has not kept pace with consumption of these assets.
Medium	Negative 10%–0% A risk of long-term run down to cash reserves and inability to fund asset renewals.	0%–5% Surplus being generated to fund operations.	0.75–1.0 Need for caution with cash flow, as issues could arise with meeting obligations as they fall due.	75–100% May not be generating sufficient cash from operations to fund new assets.	40–60% Some concern over the ability to repay debt from own-source revenue.	1.0–1.5 May indicate spending on asset renewal is insufficient.	0.5–1.0 May indicate insufficient spending on renewal of existing assets.
Low	More than 0% Generating surpluses consistently.	More than 5% Generating strong surpluses to fund operations.	More than 1.0 No immediate issues with repaying short-term liabilities as they fall due.	More than 100% Generating enough cash from operations to fund new assets.	40% or less No concern over the ability to repay debt from own-source revenue.	More than 1.5 Low risk of insufficient spending on asset renewal.	More than 1.0 Low risk of insufficient spending on asset base.

Source: VAGO.

a) Income Statement – Council

Mount Alexander Shire Council



Budget review for the period ended December 2022

Income & Expenses

			Adopted	Current					Ref
Actual	Budget	Budget			Budget	Actual	Variance	Variance	
2021/2022	2022/2023	2022/2023			YTD	YTD	YTD	YTD	
\$,000's	\$,000's	\$,000's			\$,000's	\$,000's	\$,000's	%	
Income									
25,748	26,338	26,338	Rates and charges		26,328	26,423	95	0%	
1,048	1,258	1,258	Statutory fees and fines		550	464	(86)	-16%	
1,410	1,431	1,431	User fees		701	611	(90)	-13%	
11,586	4,044	4,103	Grants - operating		2,147	2,950	802	37%	1
6,249	5,370	7,213	Grants - capital		3,623	5,557	1,934	53%	2
156	257	257	Contributions - monetary		142	308	166	117%	3
1,730	34	34	Contributions - non monetary		-	-	-	0%	
			Share of net profits (or loss) of						
29	5	5	5 associates and joint ventures		-	-	-	0%	
812	760	760	Other income		363	1,044	680	187%	4
48,768	39,498	41,400	Total Income		33,855	37,357	3,502	10%	
Expenses									
16,993	18,399	18,431	Employee costs		8,832	8,561	271	3%	5
12,310	11,576	12,794	Materials and services		6,732	6,694	37	1%	
9,157	9,129	9,129	Depreciation		4,579	4,432	147	3%	
193	193	193	Amortisation - intangible assets		97	91	6	6%	
13	13	13	Amortisation - right of use assets		7	7	-	0%	
(8)	9	9	Bad and doubtful debts		5	5	(1)	-15%	
			Net (gain) or loss on disposal of						
			property, infrastructure, plant and						
1,018	546	546	equipment		(59)	724	(783)	1327%	6
98	71	71	Borrowing costs		37	34	3	9%	
2	10	10	Finance costs - leases		2	1	1	62%	
			Increase/(decrease) in provision for						
4,265	-	-	- landfill liability		-	-	-	0%	
1,577	1,534	1,534	Other expenses		960	836	124	13%	7
45,618	41,480	42,731	Total Expenses		21,191	21,384	(193)	-1%	
3,150	(1,982)	(1,331)	Net Surplus / (Deficit)		12,664	15,973	3,309	26%	

Reference notes (greater than \$100,000 and 5%):

- Operating grants are \$802,478 greater than year to date budget due to:

Unbudgeted grants received for:	\$
Council Flood Support Fund - October 2022	500,000
CHSP - Digital Inclusion Support	108,932
Feasibility study alternative water supply for CM Bot Garden	52,500
Mallee Waste and Resource Recovery 2022 kerbside bin audit	20,000
Total unbudgeted grants received	681,432

Earlier than expected budgeted funding received for:	\$
Commonwealth Home Support Package (CHSP)	44,505
Veterans Home Care	30,624
Castlemaine Railway Precinct Master Plan	19,500
Early Years programs	14,540
Total earlier than expected grants received	109,469

These are offset by budgeted funding not yet received for:	\$
Women Building Surveyor Program	(50,000)
Recycling Right Household Education and Behaviour Change	(29,439)
Total offset by budgeted funding not yet received	(79,439)

2. Capital grants are \$1.93 million greater than year to date budget due to:

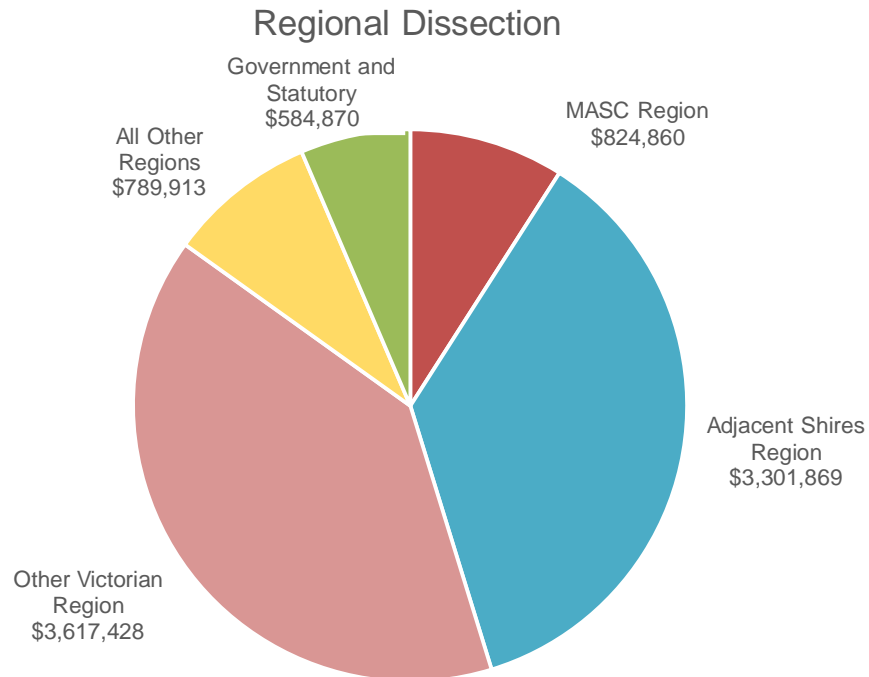
Unbudgeted grants received for:	\$
Taradale Youth Space	270,000
Harcourt Recreation Reserve: Floodlighting Design Project	225,000
Chewton Soldiers Memorial Park Small Sided Pitch Design	27,000
Total unbudgeted grants received	522,000

Earlier than expected budgeted funding received for:	\$
Constn of Bill Woodfull Rec Res Female Friendly change rooms	550,000
LRCI3 - Vaughan Tarilta Low Level Crossing Over the Loddon Rd	455,487
LRCI3 - Bill Woodfull Recreation Reserve Sports Lighting Upgrade	305,975
LRCI3 - Priority Projects to Improve Accessibility	57,500
LRCI3 - Harcourt Rec Reserve: Playground and Landscaping	46,000
Welcome to Country Installation	40,000
LRCI3 - Chewton Senior Citizens & Community Centre - Kitchen	28,750
Yeats Street Road Upgrade	15,000
LRCI3 - Retaining Wall Repair - Western Reserve - 2022/23	11,500
Total grants earlier than expected received	1,510,212

3. Monetary contributions are \$166,351 greater than budget due to the higher than expected receipt of public open space contributions.
4. Other income is greater than budget due to:
- Investment interest earned is \$264,776 greater than budget reflecting the continued uplift in interest rates by the Reserve Bank of Australia (RBA).
 - Receipt of insurance claims \$166,182.
 - Planning permit footpath renewal reimbursement \$66,080.
 - Carbon certificate credit received (\$65,364) with funds transferred to the Energy/Water saving reserve.
 - Unspent grant funding returned \$25,406.
 - Joint contribution received from participating councils towards the aged care service review (\$25,000).
 - Rebate from Powercor for lighting the regions project \$23,611.
5. Employee expenses are \$271,217 less than budget mainly due to a significant reduction in annual WorkCover insurance premiums (\$300,642).
6. Net (gain) or loss on disposal of property, infrastructure, plant and equipment is greater than year to date budget. This net loss is comprised of disposed assets written down value (WDV) currently \$736,345 greater than budget compared with sales proceeds that are \$46,322 less than budget, making a net variance to year to date budget of \$782,666. This year to date variance is earlier than expected due to the proactive approach of capitalising capital works as they are completed during the year.
7. Other expenses are less than budget mainly due to delays experienced in the community grants program (issuing of invoices requesting payment or submission of annual returns have not been completed) (\$112,467).

b) Procurement

Local content – year to date spend within the Shire is 9.05% and adjacent shire spend is 36.21%. In comparison for the same period in 2021/2022, year to date spend within the Shire was 11.49% and our adjacent shire spend was 43.21%.

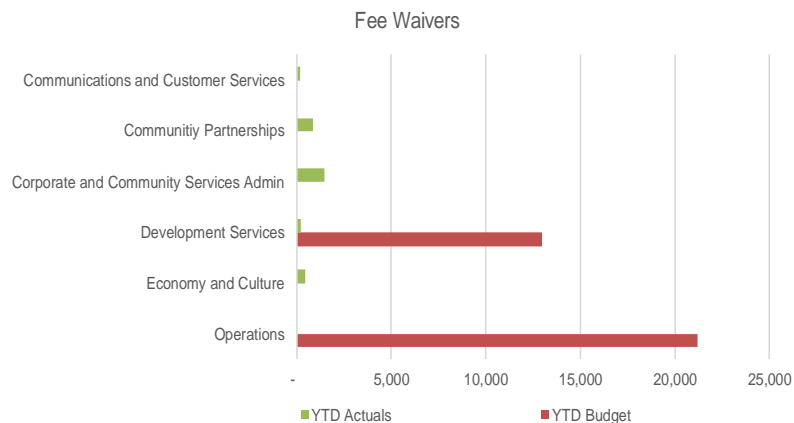


Aboriginal and Torres Strait Islander (ATSI) procurement - We have spent \$50,678 year to date with six ATSI businesses.

c) Fee waivers

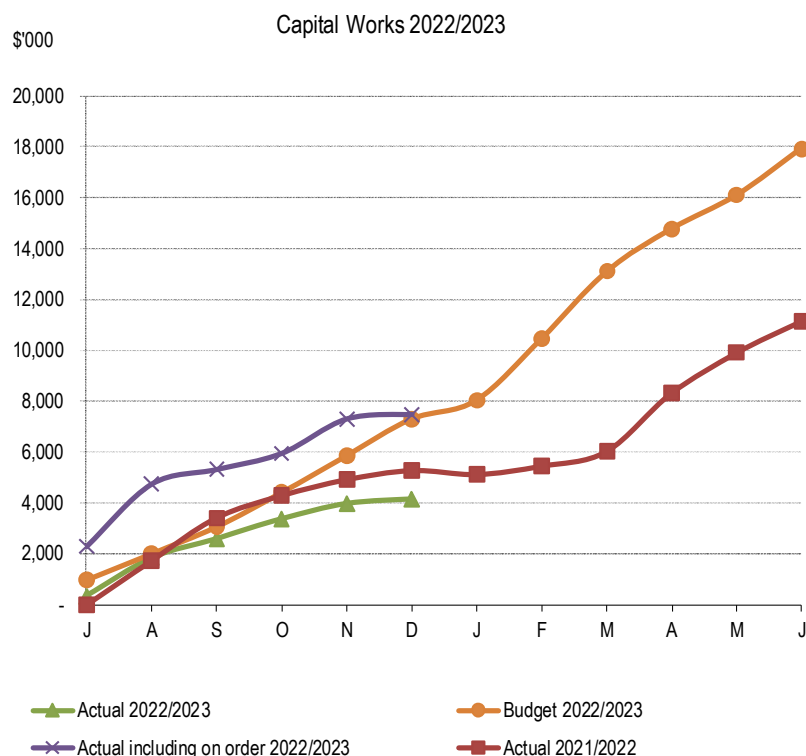
\$3,146 of fees and charges year to date, have been waived or written off in the regular course of business. These fees comprise the following:

- i. Venue hire \$2,095
- ii. Fire prevention works \$845
- iii. Planning permits \$206



d) Capital works to reporting date

Year to date capital expenditure compared to the budget and prior year actuals.



e) Capital works by asset class

Capital expenditure and orders by asset class against budget.

Mount Alexander Shire Council



Statement of capital works expenditure
For December 2022

Asset Class	Current Annual Budget	YTD Budget	YTD Actuals	YTD Variance	YTD Variance	Ref	Commitments
	\$,000's	\$,000's	\$,000's	\$,000's	%		\$,000's
Bridges	1,659	380	159	221	58%	1	55
Buildings	2,537	839	470	369	44%	2	552
Drainage	1,726	595	107	488	82%	3	104
Footpaths and cycleways	1,819	391	138	253	65%	4	149
Land improvements	495	219	126	93	42%		17
Other infrastructure*	2,193	1,540	1,052	488	32%	5	573
Plant and equipment	1,391	282	390	(107)	-38%	6	1,490
Roads	4,383	2,103	781	1,322	63%	7	281
Computers and technology	1,346	643	624	19	3%		50
Waste management	383	316	304	12	4%		56
TOTAL	17,932	7,307	4,150	3,157	43%		3,327

*Other infrastructure includes \$720,193 current budget for streetscapes rejuvenation, with other projects comprising of irrigation, playgrounds, fencing, netball court design and lighting projects.

Reference notes (greater than \$100,000 and 5%):

Actual capital works expenditure to 31 December 2022 was \$4.15 million, which is \$3.16 million (43%) less than year to date budget.

Summarised below are the status of projects that have significant expenditure variances to budget.

1. Bridges

- a. Tender submissions are currently being assessed for the Vaughan Tarilta low-level crossing over the Loddon River (\$200,904 variance).

2. Buildings

- a. Quotations will be sought in January/February to undertake various technical reports relating to the finalisation of the Camp Reserve master plan project (\$203,638 variance).
- b. Works have commenced on the former Wesleyan Church, Chewton and are progressing (\$62,354 variance).
- c. Contract has been awarded with works set to commence in January on the LRCI3 - Harcourt Leisure Centre internal change room amenities (\$59,740 variance).
- d. Order for stone has been placed and a request for quote for installation closed in December for the Castlemaine Market Building stone restoration works (\$53,304 variance).

3. Drainage

- a. Castlemaine / Campbells Creek levees - stage 1 upgrade works are ongoing. Tender is currently being advertised, closing in January 2023. Quote was received for National School Lane levee works which are expected to commence this year. Planning permits are pending completion of the final detailed design. Community engagement with residents is ongoing, especially in light of the recent October flood/storm events (\$445,293 variance).

4. Footpaths and cycleways

- a. The approach to project delivery is being assessed after evaluating tenders received for the design and construction of bridge and boardwalks (\$159,616 variance).
- b. Evaluation of tenders is currently being undertaken on CSISP Campbells Creek Fryers Road pathway (\$38,933 variance).

5. Other infrastructure

- a. Final remaining works on the Maldon Streetscape rejuvenation civil and associated project are expected to be completed by February (\$151,311 variance). These works include installation of bins and drinking fountains and way finding signage and street furniture, as well as rectification of minor defects.
- b. Design review is currently underway with consultants on LRCI3 - Bill Woodfull Recreation reserve sports lighting upgrade (\$94,998 variance).

- c. The floods and ongoing rain throughout October and November have delayed the start date to February 2022 on LRCI2 - Castlemaine Botanic Gardens gates & fountain restoration works (\$89,249 variance).
- d. Site investigations completed in December on Campbells Creek Recreation Reserve - netball court design and construct (\$55,079 variance).
- e. Equipment for the annual playground renewal is on order and landscaping quotes have been evaluated (\$42,338 variance).

6. Plant and equipment

- a. In December 2022 Council received the first of two Caterpillar 140M Graders, earlier than expected, with the second unit expected to be delivered in February 2023 (\$180,284 variance).
- b. The above variance is offset by the motor vehicle replacement program with eight vehicles planned to be replaced: six vehicles currently on order, with quotes obtained for one other vehicle which are currently under review (\$66,998 variance).

7. Roads

- a. Additional trees to be removed with environmental assessment scheduled for mid-January on road reseal - Fogarty's Gap Road - stage 2. Proposed traffic management detours submitted. Communications out to the general public and stakeholders to be undertaken in early/mid-January. Construction commencing February with a 12 week construction program (\$1,027,315 variance).
- b. The flood events of October 2022 have diverted resources and attention away from the gravel road resheeting program, thus delaying the project. Works are planned for the summer and autumn period (\$184,244 variance).
- c. Ongoing consultation with contractor regarding drainage design issues on the Frederick Street streetscape implementation (\$106,992 variance).

Planned works (\$3.33 million) on order includes:

Project	\$
Operational major plant replacement	1,238,407
Motor vehicle purchases	250,568
Maldon streetscape rejuvenation civil and associated works	219,097
Finalisation of Camp Reserve Master Plan	168,499
Kerbside Reform - Transfer Station Upgrade (Glass Recycling)	162,761
Campbells Creek Recreation Reserve - Netball Court Design	132,789
Fogartys Gap Road upgrades stage 2	117,624
Footpath Design	92,258
LRCI3 - Castlemaine Caravan Park Essential Electrical Safety	83,279
Former Wesleyan Church, Chewton - Year 1 works, Stage 1	74,733
Castlemaine Market Building – Stone Restoration Works	73,325
LRCI2 - Castlemaine Botanic Gardens gates & fountain restoration	69,660

Balance Sheet

The Balance Sheet shows Council assets, liabilities and equity, including reserves, as at reporting date.

Mount Alexander Shire Council

Balance Sheet

As at December 2022



Actual June 2022 \$'000	Ref	Actual December 2022 \$'000	Actual December 2021 \$'000	Variance to prior year \$'000	Variance to prior year %
ASSETS					
Current assets					
6,369 Cash and cash equivalents	1	3,429	5,512	(2,083)	-61%
3,154 Trade and other receivables		16,058	15,903	155	1%
24,700 Other financial assets	1	26,955	21,507	5,448	20%
72 Inventories		121	103	18	15%
315 Other assets		400	121	280	70%
34,610 Total current assets		46,963	43,145	3,817	8%
Non current assets					
1,250 Other financial assets	1	1,250	-	1,250	100%
Investments in associates, joint arrangements and 659 subsidiaries		659	630	29	4%
406,317 Property, infrastructure, plant and equipment	2	405,045	378,895	26,150	6%
50 Right-of-use assets		43	56	(13)	-31%
898 Intangible assets		808	997	(189)	-23%
409,174 Total non current assets		407,805	380,578	27,227	7%
443,784 Total assets		454,768	423,723	31,044	7%
LIABILITIES					
Current liabilities					
2,554 Trade and other payables		1,305	1,231	73	6%
922 Trust funds and deposits		2,578	2,260	318	12%
4,449 Unearned income	3	1,514	290	1,224	81%
10,447 Provisions	4	8,126	3,267	4,858	60%
203 Interest-bearing liabilities		99	141	(42)	-42%
13 Lease liabilities		6	6	0	5%
18,588 Total current liabilities		13,628	7,196	6,432	47%
Non current liabilities					
2,534 Provisions	4	2,534	5,488	(2,954)	-117%
1,733 Interest-bearing liabilities		1,733	1,936	(203)	-12%
38 Lease liabilities		38	51	(13)	-34%
4,305 Total non current liabilities		4,305	7,475	(3,170)	-74%
22,893 Total liabilities		17,933	14,671	3,262	18%
420,891 NET ASSETS		436,835	409,053	27,782	6%
EQUITY					
100,034 Accumulated surplus		103,184	102,641	543	1%
3,150 Current year net earnings (incl reserve transfers)		25,214	24,243	971	4%
290,069 Revaluation reserves	2	290,067	265,453	24,614	8%
27,638 Other reserves	5	18,369	16,715	1,654	9%
420,891 Total equity		436,835	409,053	27,782	6%

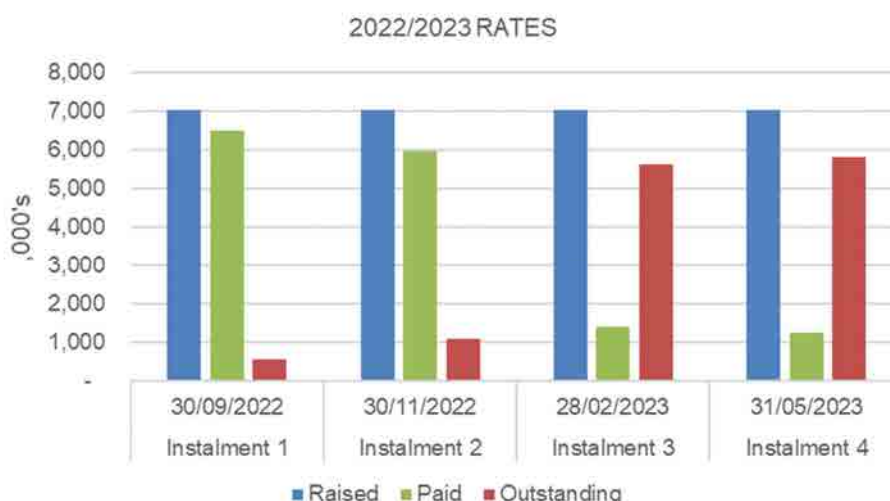
Reference notes (greater than \$500,000 and 5%):

1. Cash holding balances remain high due to the significant amount of grant funding continuing to be received. In addition, the first quarterly rate instalment included a number of ratepayers electing to pay their rates in full. Lastly, with the RBA increasing interest rates, we are investing more of these funds.

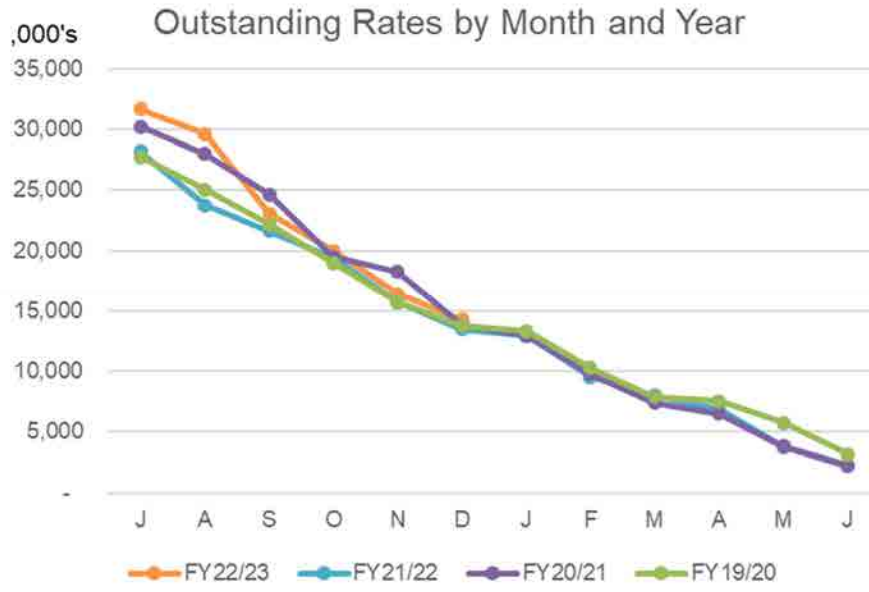
2. Building, land, and infrastructure revaluations, along with new and renewal works, in 2021/2022 increased the balance as at 30 June 2022.
3. Under the Australian Accounting Standards Board (AASB15 and AASB1058), unearned income consists of contractual grant funding received in advance where specific performance obligations, such as building of assets and infrastructure are yet to occur. These funds are required to be held as a liability until these obligations are met, when they will then be recognised as income. The \$1.51 million recognised year to date are in relation to the flood mitigation works grant received in March 2022.
4. Recognised increase to the estimated cost of rehabilitating the landfill, calculated at 30 June 2022. Cell capping works have commenced, and are expected to be completed this financial year.
5. Transfer to the waste reserve on striking of the 2022/2023 rates. This reserve funds operational, capital expenditure and rehabilitation works associated with waste management.

f) Trade and other receivables

By far the greatest source of debt owed to Council is for property rates and charges (at approximately 92%). The table below details amounts paid and outstanding from each of this financial year's instalments. Instalments three and four are not yet due but ratepayers can choose to pay these in full before the due dates.

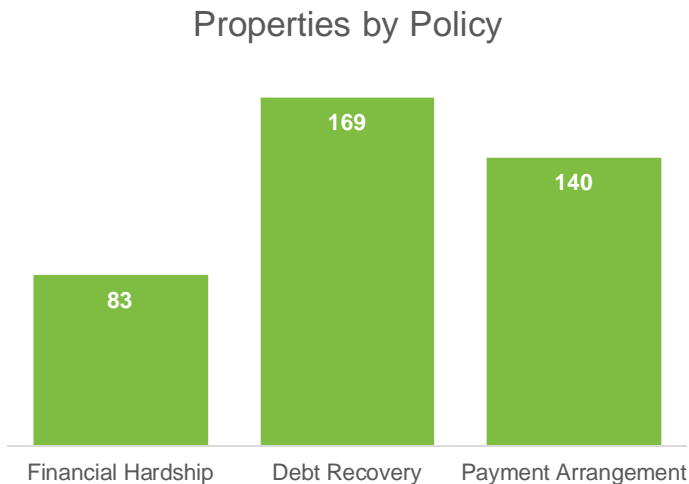


Outstanding rates compared to prior years.



Ratepayers receiving financial assistance as at 31 December 2022 include:

- 169 properties under debt recovery with our collections agency
- 140 properties with an agreed payment arrangement in place under the Revenue and Debt Collection Policy
- 83 properties receiving support under our Financial Hardship Policy.



g) Cash (including restricted and unrestricted cash)

Cash reserves are made up of cash and cash equivalents of \$3.43 million plus other financial assets, such as term deposits, of \$28.21 million.

Most of this cash has already been allocated for a future use or obligation such as:

- Trust funds and deposits (where the money has to be returned) - \$2.58 million.
- Current and non-current provisions, excluding the provision for landfill rehabilitation (we have provided for this expected spend in the waste reserve) - \$1.12 million.

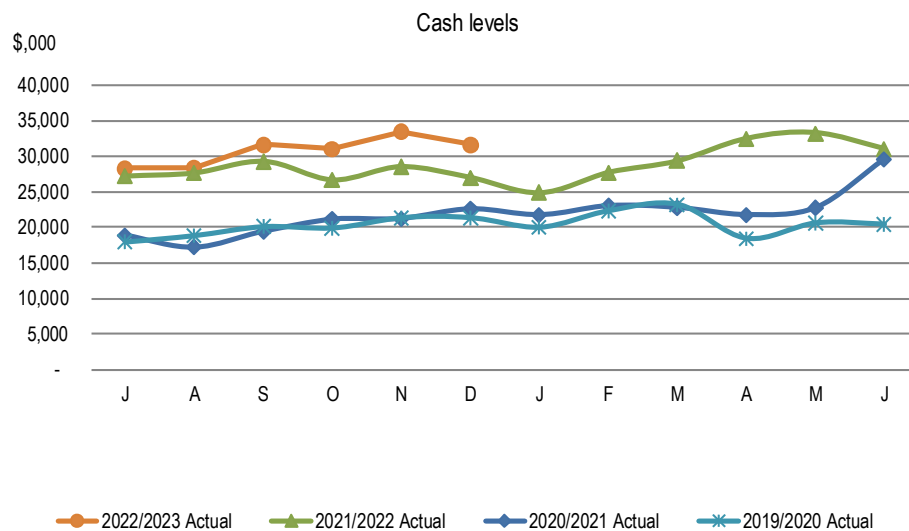
- c. Other reserves that are held for statutory or discretionary purposes (including the provision for landfill rehabilitation)) - \$18.37 million.

After taking into account the above allocations, our available cash is positive, noting that the trust funds, provisions and reserves do not all have to be settled immediately:

Unrestricted cash	\$,000
Cash and cash equivalents	3,429
Other financial assets	<u>28,205</u>
Total cash holdings	31,634
Less cash allocations:	
Trust funds and deposits	-2,578
Current and non-current provisions (excluding landfill)	-1,116
Statutory reserves	-1,783
Discretionary reserves (including landfill)	<u>-16,586</u>
Total cash allocations	-22,063
Unrestricted cash	<u>9,571</u>

There is no VAGO ratio for this measure. This amount is largely pre-committed through grants received where the works/programs are yet to be completed.

Cash levels for the year to date in comparison to the last three financial years.



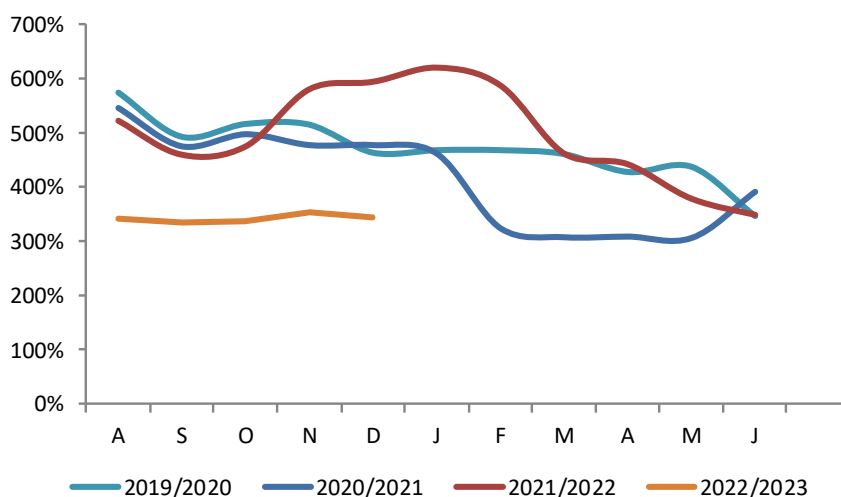
h) Reserve transfers

Transfers to and from reserves are made both during the year and at year-end, when specific criteria, as set out in the Statutory and Discretionary Reserves Policy, are met. Below is a summary of reserve transfers made year to date.

Reserves	Opening Balance \$'000	Transfer To \$'000	Transfer From \$'000	Closing Balance \$'000	Type of reserve
Waste	10,158	3,202	(100)	13,261	Discretionary
Open space	1,089	298		1,387	Statutory
Energy/water saving	124	65		190	Discretionary
Uncompleted works	8,255		(8,255)	-	Discretionary
Developer contributions	396			396	Statutory
Developer tree planting	35			35	Discretionary
Swimming pool	3,061			3,061	Discretionary
Unspent grants	4,482		(4,482)	-	Discretionary
Gravel rehabilitation	39			39	Discretionary
	27,640	3,566	(12,837)	18,369	

Key financial ratios

Liquidity (working capital) – current assets / current liabilities



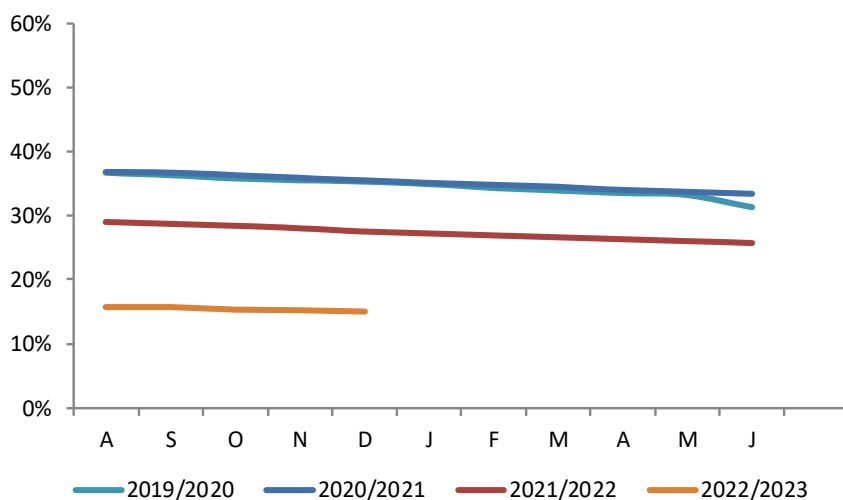
The liquidity ratio measures the ability to pay existing liabilities in the next 12 months. A ratio higher than 100% means there is more cash and liquid assets than short-term liabilities. VAGO accepts a ratio of greater than 100% as low risk.

The ratio is usually high early in the financial year when the rates and charges are struck (which increases current assets by showing a higher debtors balance of amounts owing to Council). It is reduced during the year as Council receives the money and pays it out to cover operational and capital expenditure.

With landfill cell capping works commencing in the 2022/2023 year, current liabilities have increased reducing the working capital ratio, compared to prior years.

2022/2023 budgeted a liquidity ratio of 201% at 30 June 2023.

Indebtedness – Non-current liabilities / own source revenue

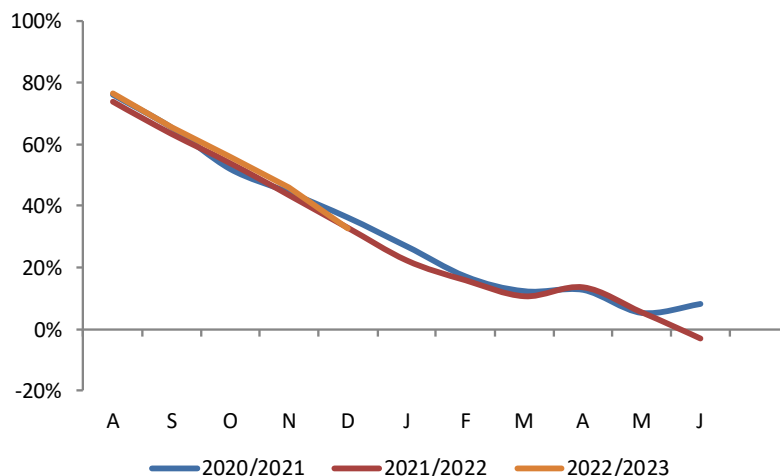


This ratio assesses the ability of Council to pay the principal and interest on borrowings, as and when they fall due, from the funds it generates (predominately rates and charges). The higher the percentage, the less ability Council has to cover non-current liabilities generated from own source revenues. Own-source revenue is used (rather than total revenue) because it does not include capital grants, which are usually tied to specific projects. VAGO accepts a ratio of less than 40% as low risk.

With landfill cell capping works commencing in the 2022/2023 year, non-current liabilities have decreased reducing the indebtedness ratio, compared to prior years.

2022/2023 budgeted a ratio of 12% as at 30 June 2023.

Adjusted underlying result – Adjusted underlying surplus (deficit) / adjusted underlying revenue



This ratio indicates the extent to which Council's operations are sustainable in the longer-term. Ideally, this ratio will always be positive. Large and/or persistent underlying operating deficits indicate Council may not be retaining sufficient funds

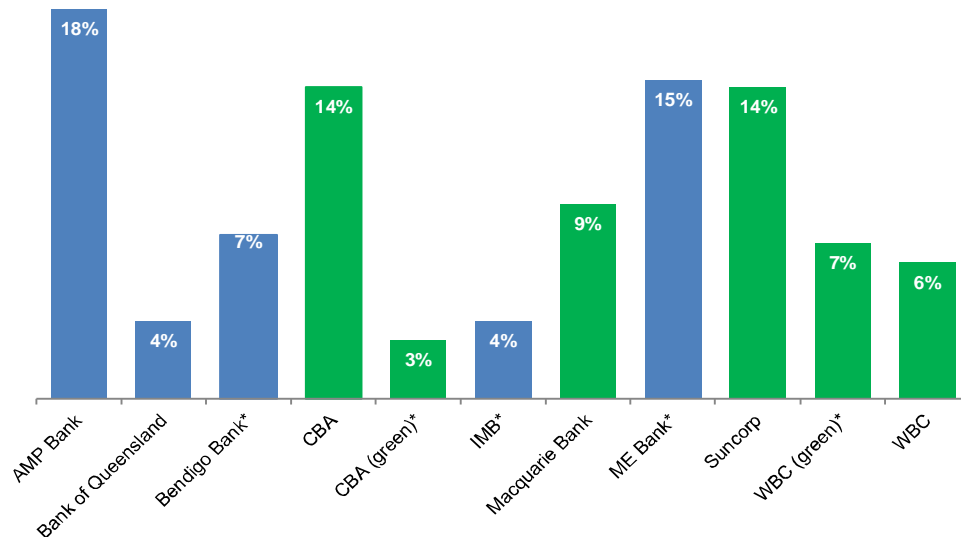
to maintain infrastructure. VAGO accepts a ratio of more than 5% surplus as low risk. This ratio is adjusted because it does not include capital grants, which are usually tied to specific capital projects.

The 30 June 2023 budget for the adjusted underlying result is a deficit of 17%.

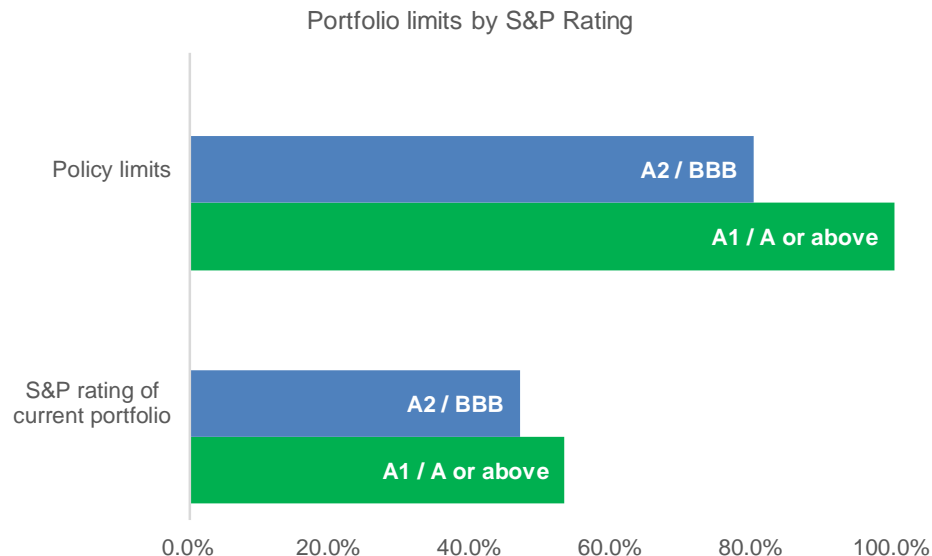
i) **Other financial assets**

32 investments are held across a number of financial institutions to spread both the portfolio and counterparty credit risk. Bars in green are “A” rated or above banks while bars in blue are rated “below A” with Standard and Poor’s (S & P).

Percentage held by bank (* indicates divested from supporting the fossil fuel industry)



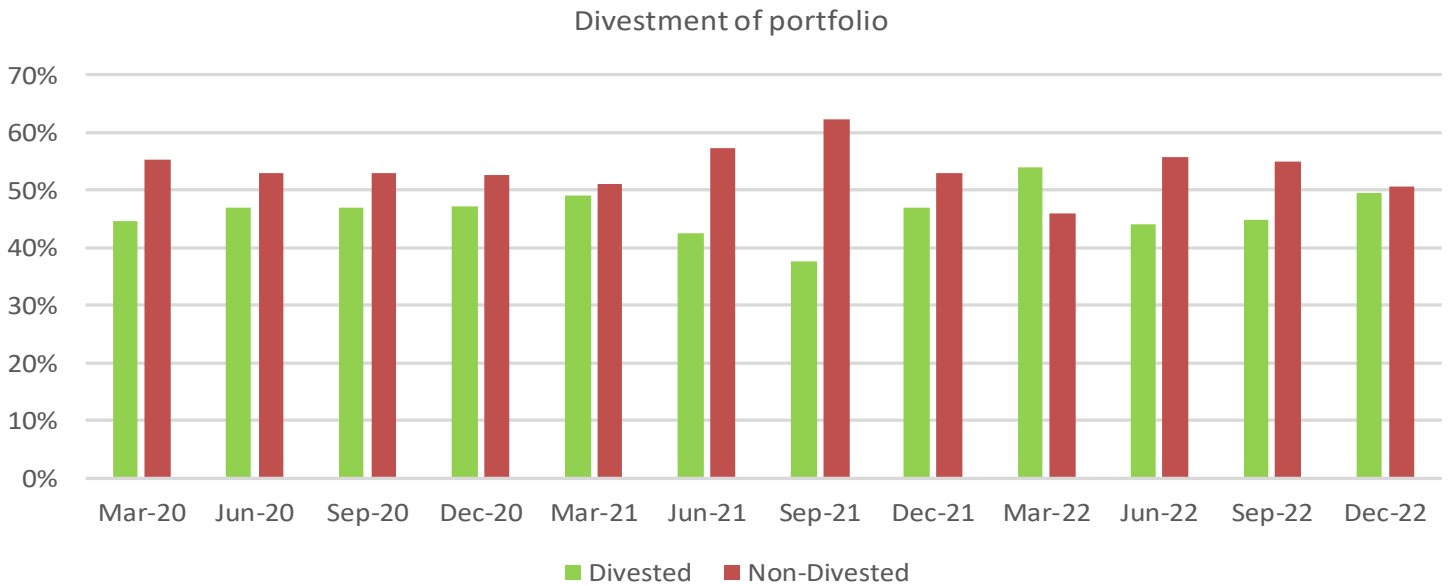
Under the adopted Cash Management Policy, all investments are made relative to the current Standard and Poor’s (S & P) credit ratings set. If ratings are downgraded, to continue to comply with the Policy, deposits may need to be withdrawn prior to maturity.



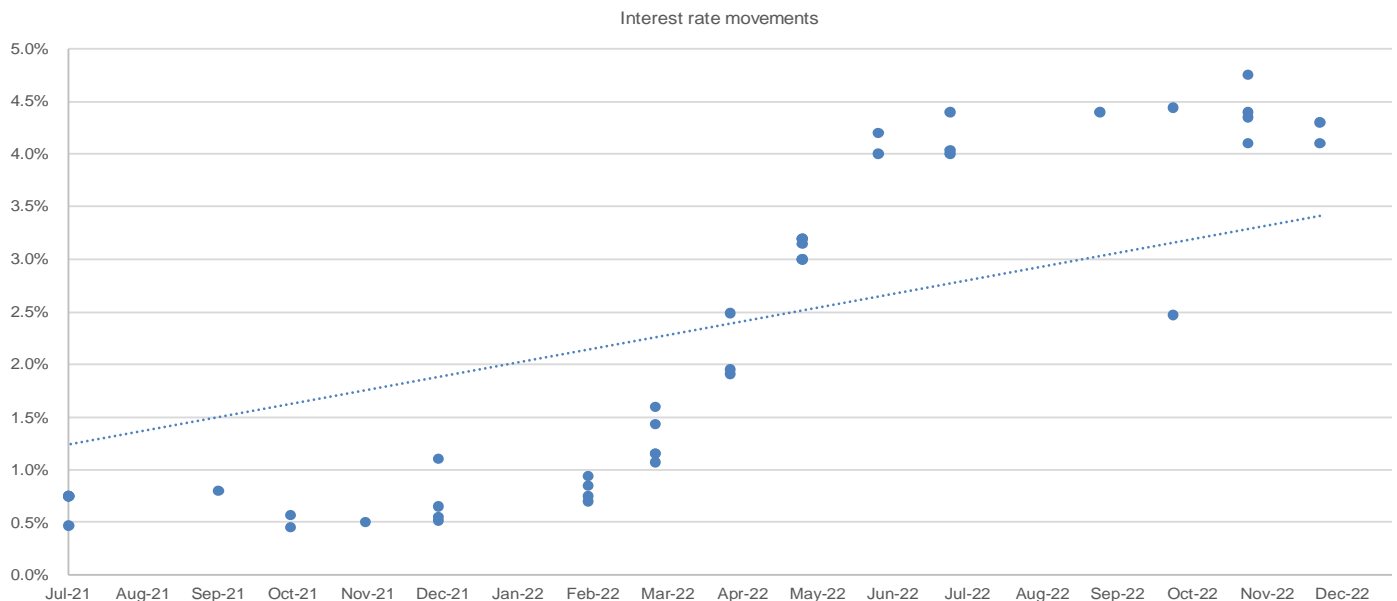
As at 31 December 2022 Council had \$13.96 million (49.48%) invested in financial institutions that support divestment from the fossil fuel industry. This data is confirmed from the Market Forces website:

<http://www.marketforces.org.au/banks/compare>.

Representation of investments held in institutions that do not support the fossil fuel industries over the last three years are shown below.



Interest rate movements for term deposits lodged since 1 July 2021 are detailed below. Interest rates have increased substantially and we have been taking advantage of this in recent months with a number of new investments.



j) **Cash flow statement**

Mount Alexander Shire Council



Cash flow statement for the period ended December 2022

Income & Expenses

Actual 2021/2022 \$,000's	Adopted Budget 2022/2023 \$,000's		Budget YTD \$,000's	Actual YTD \$,000's	Variance YTD \$,000's	Variance YTD %	Ref
Cash flows from operating activities							
26,143	26,776	Rates and charges	14,395	14,339	(56)	0%	
1,048	1,444	Statutory fees and fines	550	459	(92)	-17%	
1,410	1,611	User fees	701	655	(46)	-7%	
17,246	9,680	Grants - operating and capital	5,770	4,672	(1,098)	-19%	1
156	230	Contributions - monetary	142	308	166	117%	
272	366	Interest received	90	355	265	294%	
(234)	75	Trust funds and deposits (net)	1,656	1,656	0	0%	
455	701	Other receipts	273	515	242	88%	
(16,798)	(18,467)	Employee costs	(8,832)	(8,395)	438	-5%	
(10,660)	(15,228)	Materials and services	(5,346)	(10,528)	(5,182)	97%	2
(3,848)	238	Other payments	(960)	(836)	124	-13%	
15,190	7,426	Net cash provided by/(used in) operating activities	8,439	3,201	(5,239)	-62%	
Cash flows from investing activities							
218	288	Sale of fixed assets	100	54	(46)	-46%	
(11,391)	(14,603)	Payments for capital works	(7,307)	(3,801)	(3,506)	48%	3
(11,173)	(14,315)	Net cash provided by/(used in) investing activities	(7,207)	(3,748)	3,460	-48%	
Cash flows from financing activities							
(107)	(79)	Finance costs	(35)	(34)	34	-85%	
(1,273)	(291)	Repayment of borrowings	(114)	(104)	(10)	9%	
(1,380)	(370)	Net cash inflow/(outflow) from financing activities	(114)	(138)	(24)	21%	
2,637	(7,259)	Net increase (decrease) in cash	1,118	(685)	(1,803)	-161%	
14,180	23,465	Cash at beginning of the financial period	23,465	31,069	7,604	32%	
16,817	16,206	Cash at 31 December 2022	24,583	30,384	5,801	24%	

Reference notes (greater than \$500,000 and 5%):

1. Year to date grants are lower than budgeted as the cash was received earlier than expected, many in June 2022, and will be spent during 2022/2023.
2. Materials and services are greater than expected with payment of many of the June 2022 invoices occurring in July 2022 and later, as well as the landfill cell capping works which have commenced.
3. Capital works are progressing with accruals recognised in the statements and works continuing on the landfill cell capping. Refer to section f) for further details.

k) Glossary

Asset – something that is owned and will benefit the community.

Asset expansion expenditure – expenditure that extends the capacity of an existing asset to provide benefits to new users at the same standard as is provided to existing beneficiaries.

Asset renewal expenditure – expenditure on an existing asset, or on replacing the existing asset, that returns the service capability of the asset to its original capability.

Asset upgrade expenditure – expenditure that enhances an existing asset to provide a higher level of service, or increases the life of the asset beyond its original life.

Bad debt - debt that will not be collected, usually due to the debtor going into bankruptcy or when the cost of pursuing the debt is more than the debt owed.

Borrowing cost – interest and other costs that an entity incurs in connection with borrowing money.

Capital works expenditure – expenditure on non-current assets and includes new assets, asset renewal, asset expansion and asset upgrade.

Current asset – an asset is current when it will be realised, sold or consumed within 12 months after the end of the reporting period.

Current liability - a liability is current when it will be settled within 12 months after the end of the reporting period.

Depreciation – the systematic allocation of the depreciable amount of an asset over its useful life.

Doubtful debt – a debt that might become a bad debt at some point in the future.

Earned value – the value of work actually completed to date. It is calculated using the actual percentage of work completed to date multiplied by the project budget. The basic principle of earned value management (EVM) is that the value of the works completed is equivalent to the funding of that work.

Expense – is an outflow of cash or an increase in a liability, such as a creditor.

Equity – the residual interest in the assets of the entity after deducting all of its liabilities.

Financial asset – an asset such as cash or a debt that can be collected.

Financial performance indicators – a prescribed set of indicators and measures that assess the effectiveness of financial management in a council covering operating position, liquidity, obligations, stability and efficiency.

Financial resources – income, expenditure, assets, liabilities, equity, cash and capital works required to deliver the services and initiatives in the budget.

Income – in an inflow of cash or an increase in an asset, such as a debtor.

Initiatives – actions that are one-off in nature and/or lead to improvements in service.

Interest bearing loans and borrowings – financial liabilities other than current trade payables on normal credit terms e.g. a loan from a bank.

Liability – something that is owed and is required to be paid by the entity.

Net assets – total assets less total liabilities.

New asset expenditure – expenditure that creates a new asset that provides a service that does not currently exist.

Non-financial resources – the resources other than financial resources required to deliver the services and initiatives in the budget e.g. people.

Non-monetary contribution – non-current asset such as land, roads, footpaths or drains, which are transferred to a council for no monetary consideration by a developer at the conclusion of a property development.

Provision – a liability of uncertain timing or amount.

Revenue – income.

Services – assistance, support, advice and other actions undertaken by a council for the benefit of its local community.

Statement of capital works – a statement that shows all capital expenditure of a council in relation to non-current assets, as well as asset expenditure type e.g. new, renewal, upgrade or expansion.

Strategic resource plan – a plan of the financial and non-financial resources required by the council for the next four years to achieve its strategic objectives.

Mount Alexander Shire Council

Annual Plan 2022/2023

Q2 Progress Report



Quarterly Annual Plan Report 2022/2023 - Q2

The Annual Plan outlines the actions for 2022/2023 that will implement priorities from the Council Plan 2021-2025.

This report provides a quarterly update on the progress of each action.

The actions have been presented under each of the pillars:

>> OUR PRINCIPLES

We are engaging genuinely with our community; we are always improving; we are delivering together

>> OUR COMMUNITY

A healthy, connected, and inclusive community

>> OUR ENVIRONMENT

A flourishing environment for nature and people

>> OUR ECONOMY

A resilient and growing local economy



OUR PRINCIPLES

We are engaging genuinely with our community

We are always improving

Our community feels heard and is able to influence and participate in the decisions that impact upon them

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
AP23-1	Improve our capability to apply our Community Engagement Framework	Adopt a Community Engagement Strategy	Operating	Council	30/06/2023	Commenced	15%		Consultation with Councillors and Executive commenced late 2022. Adoption of strategy scheduled for June 2023.

Council is responsive to the needs of the communities it serves

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
AP23-2	Rebuild our website	Renew our website for improved user experience, accessibility, and integration with Council services	\$95,000	Council	30/06/2023	Commenced	30%		Design development and content audit completed, draft design and functionality testing underway. Scheduled for implementation

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
									and completion June 2023.

OUR COMMUNITY

A healthy, connected, and inclusive community

Services in our community are accessible and coordinated

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
AP23-3	Progress the Health Precinct Master Plan	Advocate for completion of the Hub Master Plan, to inform the Health Precinct Master Plan	Operating	Council	30/06/2023	Commenced	10%		Remains an ongoing topic of discussion with partner organisations, local MP and Minister for Health.
AP22-5	Implement the Disability Action Plan	Establish the Disability Action Plan Working Group	Operating	Council	30/06/2023	Completed	100%	12/09/2022	Group established comprising six community representatives and four Council Officers. Meetings have now commenced.
AP23-4	Respond to Aged Care reforms	Undertake an independent review to	\$50,000	Council, Local Government	28/02/2023	Commenced	40%		Workshops and briefings with stakeholders have

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
		determine the position of Council prior to the rollout of Federal Government reforms commencing 2023/2024.							commenced. Report and recommendations scheduled for consideration by Council in July 2023.

Our community is inclusive and connected

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
AP22-7	Upgrade community recreation facilities	Install sports ground lighting at the Newstead Recreation Reserve	\$410,000	Council, State Government	31/03/2022	Completed	100%	27/10/2022	Project complete and officially opened by Maree Edwards MP in October 2022.
AP23-5	Connecting walking and cycling trails	Completion of the Campbells Creek walking and cycling trail	\$927,480	State Government, Council	30/06/2023	Commenced	15%		Contractors have not been identified for all components of the project through initial procurement process. Exploring alternative options to complete these

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
									works. Finalisation of all permits ongoing.
AP23-6	Walking and Cycling Strategy	Adopt the Active Transport Strategy	\$48,000	Council	30/06/2023	Ongoing	50%		Significant community engagement on draft strategy will be completed in January 2023. A draft strategy will be presented to Councillors and released for public exhibition in March.

Our community is supported to be physically and mentally healthy

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
AP23-7	Improving active transport	Develop localised active transport initiatives that support health and wellbeing	Operating	Council	31/12/2022	Commenced	75%		Community Wellbeing bus trial completed. Acquittal completed to Department of Transport. Project continuing with a view to expand

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
									and explore further options.
AP23-8	Improving road safety	Completion of Fogarty's Gap Road stage 1 upgrade	\$1.2 million	Council	31/12/2022	Commenced	20%		Minor redesign works completed, anticipated start date is February 2023. Works were delayed due to weather and redesign.
AP23-9	Disability Action Plan	Adopt the Disability Action Plan	Operating	Council	30/09/2023	Commenced	30%		Public consultation underway. Adoption scheduled for September 2023.

OUR ENVIRONMENT

A flourishing environment for nature and people

We are working locally to address the climate emergency

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
AP23-10	Address the Climate Emergency	Adopt a ten-year Climate Strategy	\$35,000	Council	30/06/2023	Commenced	50%		Stakeholder engagement undertaken to inform draft

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
									strategy. The draft strategy will be presented to Councillors in February and released for public exhibition in March.

We are maintaining, improving and celebrating our places and spaces

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
AP22-15	Planning Scheme amendment - Maldon Design Guidelines	Complete the Planning Scheme amendment to introduce the Maldon Design Guidelines (C96malx) into the Planning Scheme	Operating	Council	30/06/2022	Completed	100%		The amendment has been approved by Council and submitted to the Minister for Planning for approval.
AP22-16	Small town streetscape upgrade	Completion of small town streetscapes	\$2,132,672	Council, State Government	30/06/2022	Commenced	95%		All works completed other than final

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
		in Campbells Creek, Chewton, Elphinstone, Guildford, Newstead and Taradale							installation of concrete discs in Newstead; due late January 2023
AP23-19	Manage Council's public art	Adopt a Public Art Policy	Operating	Council	31/03/2023	Completed	100%	20/12/2022	New Policy adopted at Meeting of Council December 2022.

Our community is growing in harmony with nature

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
AP22-17	Improve the function of community facilities	Complete the Local Roads and Community Infrastructure Program Phase 1 and Phase 2 projects that deliver upgrades to	\$2,322,957	Federal Government	30/06/2022	Ongoing	95%		All projects are complete with the exception of the Botanical Gardens gates and fountain restoration, which is due for completion by June 2023 -

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
		recreation reserves, community buildings and roads							works were delayed due to flooding.
AP23-11	Campbells Creek Master Plan	Update the Master Plan for the Campbells Creek Recreation Reserve	\$32,400	Council	31/03/2023	Completed	100%	15/11/2022	Campbells Creek Master Plan was adopted at Meeting of Council November 2022.
AP23-12	Improving community facilities	Detailed design of the Camp Reserve Pavilion and associated hardcourts	\$400,000	Council	31/12/2022	Ongoing	40%		Community consultation undertaken in September 2022 and outcomes presented to Councillors in December 2022. Council will consider next steps in early 2023.
AP23-13	Castlemaine Urban Waterways	Complete construction of the National	\$1,050,845	Federal Government, Council	30/06/2023	Commenced	10%		Additional design works out for quote; expected to be

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
	Management Plan	School Lane levee and commence construction of Castlemaine and Campbells Creek levees							awarded in January 2023.
AP23-14	Castlemaine Landfill Cell Capping	Complete cell capping at the Castlemaine Landfill	\$7.54 million	Council	30/06/2023	Commenced	60%		Construction progressing and expected to be completed in May.
AP23-15	Building Asset Management Plan	Adopt a ten-year Building Asset Management Plan	Operating	Council	30/11/2022	Ongoing	90%		Draft plan to be presented to Councillors in March 2023.
AP23-16	Bridge construction	Commence construction of the Vaughan-Tarilta low-level bridge	\$1.2 million	Federal Government	31/12/2022	Commenced	20%		Tender evaluation in process. Finalising the Cultural Heritage Management Plan and establishing the Parks

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
									Victoria License.
AP22-19	Manage sustainable township growth and development	Adopt a Domestic Wastewater Management Plan	Operating	Council	30/06/2022	Ongoing	90%		The Domestic Wastewater Management Plan is nearing completion and will be presented at a Councillor briefing early in 2023.
AP23-17	Glass recycling trial	Completion and evaluation of trial	\$334,840	State Government	30/06/2023	On Hold	50%		Glass skip bins and recycling trailers delivered. Trial on hold awaiting clarification from State government regarding the four-bin system.
AP23-18	The future of waste	Adopt an updated ten-year Waste Strategy	Operating	Council	31/05/2023	Commenced	10%		Workshops undertaken. Draft strategy being prepared for presentation to

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
									Councillors followed by public exhibition.

We are focused on the housing affordability challenge in our community

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
AP23-21	Affordable housing	Investigate options for affordable housing in the shire	Operating	Council	30/06/2023	Commenced	50%		Development of Council's Templeton Street sites is being progressed in partnership with Haven Home Safe. Numerous other publicly and privately owned sites are also being investigated for affordable housing development.

We are facilitating managed growth of our towns while protecting natural assets

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
AP23-20	Industrial land review	Undertake a shire-wide industrial land supply and demand study	\$100,000	Council	30/06/2023	Ongoing	10%		A briefing to Council on the proposed project brief for this strategy was provided in October 2022. The procurement process has now commenced, and it is expected that a consultant will be appointed to the project by early-2023.

OUR ECONOMY

A resilient and growing local economy

We are helping businesses make their work simpler and more sustainable

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
AP23-23	Supporting Business Mount Alexander	Support Business Mount Alexander to	\$5,000	Council	30/06/2023	Commenced	60%		Memorandum of Understanding signed. Planning

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
		develop a strategic plan							for Strategy underway.
AP23-24	Economic Development Strategy	Adopt an Economic Development Strategy	\$68,750	Council	30/06/2023	Commenced	10%		Strategy mapping project underway and due for completion February 2023. Economic Development Strategy will be scoped after this.

Our local economy is diverse and resilient

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
AP23-22	Welcome to Country	Complete the Boorp Boorp Boondyil installation in the Market Building	\$205,000	State Government, Council	30/09/2022	Completed	100%	01/11/2022	The exhibition was opened at a successful launch event, attended by the Mayor, Maree Edwards MP, and local elder Rick Nelson.

We are supporting continuous learning and personal growth

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
AP23-25	Early Years Plan	Adopt an updated four-year Early Years Plan	\$25,000	Council	31/03/2023	Commenced	80%		Draft plan completed and made available for public comment in November and December 2022. Scheduled for adoption by Council April 2023.
AP23-26	Middle Years Plan	Adopt an updated four-year Middle Years Plan	\$25,000	Council	30/06/2023	Commenced	20%		Public consultation scheduled to commence in January - February 2023. Scheduled for adoption September 2023.
AP23-27	Increase education, training and work opportunities	Work in partnership with local training and education providers to boost education and	Operating	Council	30/04/2023	Commenced	50%		The Passion and Pathways Program 2022 is completed. State election commitment to increase BKI services in

Year	Project Name	Description	Budget	Funding source	Target Completion Date	Status	Progress	Date Completed	Comments
		training opportunities							Castlemaine being explored in partnership with MP, BKI and Castlemaine Health.