

# LODDON SHIRE COUNCIL

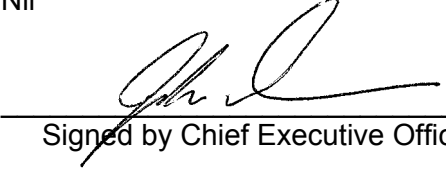
Building Asset Management Plan  
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# ADOPTION OF PLAN

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Signed by Chief Executive Officer

## NOTE

The controlled version of this document is located at K:\Common\Building Asset Management Plan\Current\BAMPV1.0.0 23 Nov 09.

Printed versions are uncontrolled documents.

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## EXECUTIVE SUMMARY

Loddon Shire Council is custodian of an extensive range of community assets that it provides to facilitate the delivery of its services to the community. Buildings are an important component of Council's asset portfolio.

Council will use this Building Asset Management Plan, along with other Asset Management Plans, to balance levels of service, community expectations and affordability of its assets and services.

The Buildings Asset Management Plan covers buildings associated with caravan parks, community centres, Council depots, elderly persons units, Council offices, preschools and child health centres, public halls, public toilets, recreation reserve buildings, senior citizens centres, staff accommodation and miscellaneous 'other' buildings.

An initial discussion paper presented to Council in 2007 reported the replacement value of Council owned or controlled buildings was \$39 million with an annual renewal expenditure of \$1 million required.

In developing this plan, it was identified that Council's interest (or at least the community's expectation of Council's interest) extended beyond Council owned assets. As a result, the value of the total building stock considered under this plan is \$59 million.

The plan recognises that Council does not have the financial ability to fund all of the works necessary to keep a \$59 million asset base in serviceable condition and that there are no obvious (and ongoing) alternative sources of funds likely to develop.

The plan therefore attempts to ensure that the funds available for building works are used to gain the most community benefit while ensuring that all community buildings with a demonstrated use retain the opportunity to seek some form of Council support.

Specific strategies and actions of the plan include:

- Providing a hierarchy for renewal/upgrade investment in public halls as follows:
  - Level 1 Council contribution to external funding
  - Level 2. Council contribution to external funding
  - Level 3. Limited Council contribution through community planning, community grants and interest free loans
- Identifying Boort Memorial Hall, Wedderburn Mechanics Institute, Inglewood Town Hall, Pyramid Hill Town Hall and Newbridge Town Hall as Level 1 halls.
- Suspending renewal works on all halls except those in level 1 for a period of two years while further information is collected.
- Providing criteria for Council investment in recreation reserve buildings including mandatory development of a reserve master plan
- In the future disposing of:
  - St Mary's church at Arnold
  - House at Mitiamo depot
- Transferring maintenance and upgrade responsibilities through user agreements for various buildings.
- In the future disposing of existing housing provided for Council staff when no longer required for existing staff.

Details on individual strategies are provided in sections 2, 7, 8,9,10 and 11 of the plan.

Implementing the strategies in this plan will, in effect, reduce the total asset value of buildings in which Loddon Shire has a financial interest to \$42 million. This creates a required average annual renewal expenditure of \$757,000 compared to \$1,255,000 for a \$59 million asset base.

# 1 INTRODUCTION

## 1.1 Background

When the Shire of Loddon was formed in 1995 as a result of the amalgamation of the Shires of Korong, East Loddon and Gordon and parts of the Shires of Bet Bet, Tullaroop, Maldon and Marong it inherited the property portfolios of each of these Councils.

Each Council had built up its property portfolio over many years with a variety of policies and priorities. The condition and maintenance level of these properties varies across the municipality.

Individual Council records varied in form and quality and it is just in recent times that a comprehensive data base of Councils asset portfolio has been compiled.

Condition inspections have now been completed for most of Council's major buildings and assessments made. Some other community buildings not "owned" by Council have also been inspected.

Much work still remains to be completed and integration of databases is still to be undertaken.

This Building Asset Management Plan is the first major review of the Councils building portfolio since amalgamation.

The Council has responsibility for a large portfolio of buildings spread across 150 sites in 13 townships and 17 communities.

The portfolio has a replacement value in excess of \$59 million

The range of buildings owned by Loddon Shire assists the Council in the provision of a vast range of services and uses. Buildings comprise a significant part of Councils assets being exceeded in value only by roads and bridges.

The building stock ranges from the very new – Wedderburn Municipal Office (2006) to the very old and historic - the Inglewood Town Hall (1883)

## 1.2 Purpose and Structure of the Plan

The vast majority of Council services are either housed in or are offered from a building of some type.

From depot machinery sheds to public halls, pre-schools, community centres and administration offices, buildings are essential to the delivery of all Council services.

This Asset Management Plan provides for the management of Council's building assets throughout their entire life cycle from acquisition or construction, routine maintenance through to refurbishment or disposal.

This Asset Management Plan, along with companion asset management plans, is a key element of Council's strategic financial planning.

The specific purpose of the Asset Management Plan is to:

- Demonstrate responsible stewardship by the Council
- Define how the infrastructure is and will be managed to achieve the organisation's objectives.

## Introduction

- Provide the basis for customer consultation to determine the appropriate levels of service.
- Manage risk of asset failure
- Achieve savings by optimising whole of life costs
- Support long term planning.

The preparation of this plan was identified as a high priority in the adopted “Asset Management Implementation Strategy Tasks, 2005- 2008”

The 2007- 2011 Council Plan states:

“Desired future- Infrastructure provided in an efficient manner that meets the needs of the community.

Key needs :( A) Reduce the funding gap for infrastructure maintenance and replacement.”

The plan is an initial overview of building asset issues and will require further detailed work and ongoing refinement and review.

Based on a number of assumptions and existing building stock, a funding gap has been identified.

This plan is developed in recognition of there being no obvious sources of additional income for building works and has attempted to ensure that the funds available are spent on a prioritised basis.

## 1.3 Asset Management Policy

### 1.3.1 Overview of Council’s Asset Management Policy

“Stewardship of infrastructure is a core Council function. Sound asset management is necessary to enable Council to meet its responsibilities to:

- provide services to current and future generations.
- provide and maintain community infrastructure within the municipal area.
- enhance community safety and promote access.”

### 1.3.2 Our Key Policy Principles.

“Council will:

- a) Provide its community with a level of service through appropriate asset provision that is responsive to the community’s needs.
- b) Ensure that the community will play an active role in setting the level of infrastructure provided. This will be through consultation and information exchange between Loddon Shire and its community.
- c) Maximise the potential of infrastructure through efficient and effective asset management practices.
- d) Ensure asset management is an integral part of the Council’s business cycle and will be :
  - Consistent with our goals and objectives
  - Help us to manage business risks
  - Provide tangible benefits
  - Integrated and sympathetic with other components of the business
  - Sustainable.
- e) Develop an Asset Management Plan incorporating sub-plans for each class of Council asset to ensure that the defined level of service can be maintained now and into the future at an affordable cost to Council and the community.
- f) Incorporate the Asset Management Plans into the Council’s overall Financial Plan.



## Introduction

- g) Develop and maintain systems and procedures to support asset management including a centralised database of Council's assets linked to a Geographic Information System (GIS), where appropriate.
- h) Develop and use a Project Evaluation method incorporating lifecycle costing, social, environmental and economic factors to guide investment decision.
- i) Determine potential asset renewal funding gap and develop responses to address any such gap that are responsible, affordable and meet community expectations."

### **1.4 Asset Ownership**

Loddon Shire Council is charged by its community and the Local Government Act to provide a range of services. Some of these are mandatory (by legislation) and some are as a result of community need and demand.

Building and facility assets facilitate the provision of these services and functions by providing the infrastructure in which these services are "housed".

The Council's asset register lists building assets that are owned with freehold title in either the Council's name or of one of the predecessor Councils.

The register also includes buildings that are on land owned by another body (such as Crown land) but where the Council has control, (such as where Council is Committee of Management)

Where a sporting club or community organisation has built or provided funding towards the construction of a building on Council owned or controlled land the building is still listed in the Council's asset register.

A number of community buildings are constructed on land that is not Council freehold or where the Council has no control of the asset. The majority of these are either public halls on crown land controlled by a committee of management directly responsible to the Minister, or land controlled by trustees. Council does provide some assistance to these committees by way of an annual grant or by paying insurance premiums.

These building assets generally are not included on the Council's asset register but some have been included in this plan.

They do however constitute a significant potential liability for the Council. Some communities are finding it increasingly difficult to attract volunteers and with limited income many committees are struggling to survive. In most cases the community asset will pass to Council should the committee cease to function.

A growing trend in Local Government is for the short and long term lease of properties. This is a result in part of the short term nature of some program funding and the rapidly changing nature of service provision. The use of "shop fronts" and co-location with other service providers is increasing.

### **1.5 Basic and Advanced Asset Management**

This building asset management plan is the first detailed consideration of the Council's building assets and will therefore be relatively basic in nature until more experience is gained in the processes and more detailed data is collected and refined.

## Introduction

This plan provides the opportunity for the organisation to identify the various issues related to the Council's building asset portfolio, quantify the resources required and the notional funding gap and to adopt some initial policies and strategies.

Guidance in the development of this plan has been taken from the International Infrastructure Management Manual (IIMM), as well as participation in the Municipal Association of Victoria's STEP Program.

The IIMM defines Basic Asset Management as asset management which relies primarily on the use of an asset register, maintenance management systems, job/resource management, inventory control, condition assessment and defined levels of service, in order to establish alternative options and long term cash flow predictions. Priorities are usually established on the basis of community benefit/financial return gained by carrying out the work (rather than risk analysis and optimised decision making)

Advanced Asset Management employs predictive modelling, risk management and optimised decision making techniques to establish life-cycle treatment options and related long term cash flow predictions.

Loddon Shire currently is clearly at the stage of early Basic Asset Management.

## 2 ASSET FUNCTION AND LEVELS OF SERVICE

### 2.1 Relationship between Asset Management Plans and Service Plans

The Building Asset Management Plan documents asset management practices to enable delivery of agreed levels of service determined in service plans. Service plans are generally separate documents which may take various forms including strategies or business plans.

Where necessary service plans are not currently available, the Building Asset Management Plan is based on the current apparent service.

For some building categories, where there is no obvious service manager, the Building Asset Management Plan has taken on the role of establishing the service delivery standard for the service, e.g. Public Halls, Public Toilets.

### 2.2 Caravan Parks

#### 2.2.1 General

The Council has ownership and responsibility for the building assets of four caravan parks located in Boort, Pyramid Hill, Wedderburn and Bridgewater. Replacement value for the diverse range of building assets within these parks is estimated to be \$2,367,000.

A total of approximately 18 buildings include amenities blocks, on-site cabins, caretaker's residences and shelters. These vary from new through to historic, good to poor condition.

The parks play a very important role in providing both permanent and holiday accommodation opportunities. Each park is different with varying prime target markets.

As individual buildings have not yet had a comprehensive condition assessment carried out average condition ratings applying to the major buildings have been adopted to calculate the funding gap.

Recently significant expenditure has occurred at a number of parks with upgrading of electrical supply, connection to reticulated sewerage and provision of modern on-site accommodation.

#### 2.2.2 Hierarchy

No hierarchy is proposed for caravan parks, each is treated individually.

#### 2.2.3 Service Delivery Plan

While some work has been carried out on producing business and development plans for each of the caravan parks, much work remains to be done.

When this work is completed further refinement to this Building Asset Management Plan can be carried out.

Funding and management arrangements will remain as current until business plans are adopted.

Levels of Service

## **2.3 Community Centres**

### **2.3.1 General**

Local Governments involvement in the provision of Community Centres is a relatively recent occurrence.

It is however a growth area with Community Centres undertaking or providing an increasing range of services.

The Council has ownership of four centres with a replacement value of approximately \$3,020,000.

The Wedderburn Centre comprises 10 buildings many of which are of historic value. The buildings are in reasonable condition given their age.

The Boort Resource and Information Centre is housed in the former Shire Office in Godfrey St Boort.

The East Loddon centre is in poor condition.

The Korong Vale centre is in reasonable condition.

### **2.3.2 Community Centre Hierarchy**

No hierarchy is proposed for community centres. Each will be treated on an individual basis.

### **2.3.3 Service Delivery Plan**

This section of the Building Asset Management Plan sets the service delivery standard which is that Council provides community centre buildings for self sufficient, viable community based service operations.

## **2.4 Depots**

### **2.4.1 General**

The Council currently uses six depot locations to carry out its works operations. Most sites contain basic structures used for amenities, shelter and storage. The Wedderburn Operations Centre is home to the mechanical workshop and contains a greater range of buildings to a higher standard.

Most other buildings are basic structures and are in fair condition.

The Wedderburn SES building also falls within this grouping.

The total estimated replacement value is \$2,103, 000. (17 buildings)

Levels of Service

#### **2.4.2 Depot Hierarchy**

- 1 Central Works Depot
- 2 Works Area Depot
- 3 Sub area Works Depot
- 4 State Emergency Services Depot

The future viability of individual depots will be determined by the works operations department.

#### **2.4.3 Depot Standards**

The functional components for the levels of hierarchy are provided in Appendix 13.3.1 Standards for Depots. The standards are proposed standards and do not indicate the current standard provided.

### **2.5 Elderly Person's Units**

#### **2.5.1 General**

The provision of elderly person's accommodation by local government has a long history.

Traditionally Councils became involved when a community need was recognised that was not being addressed by other levels of government or other service providers.

The Council has four groups of units in four different towns with a total of sixteen individual units. The units vary in age from 17, 15 and 14 years old to major renewal currently being completed at Inglewood.

Partnership arrangements with both government and service clubs are of ongoing importance.

Total replacement value is estimated to be \$1,740,000.

Community expectations and standards have changed over the years with some early units being small bed-sitters.

Disabled access improvements and renewal works have been high priorities for expenditure over recent years.

The units are generally in reasonable condition but expenditure levels will need to be maintained to ensure that the units reach and continue to meet health and safety standards.

#### **2.5.2 Elderly Person units Hierarchy**

No hierarchy is proposed. Units will be treated on an individual basis.

## Levels of Service

### **2.5.3 Service Delivery Plan**

Currently no service strategy for Elderly Person's Units exists. The future involvement and extent of involvement of Council in this service may be addressed when Council's Department of Community Services finalizes an Aged and Disability Services Plan.

Pending a decision to the contrary, it is presumed in this asset management plan that existing buildings will be retained and where works are required that these will be funded, if necessary, by Council.

## **2.6 Offices**

### **2.6.1 General**

The Council's two major offices/ service centres have a combined estimated replacement value of \$2,903,000 and vary in condition from new and in good condition to below average condition and requiring significant maintenance and upgrading.

The Serpentine office houses the Home and Community Care Service. This office contains the Council meeting chamber, which is used for monthly Council Meetings and business meetings as well as being hired out for community meetings.

The Wedderburn office houses the Administration, Operations and Economic Development services and comprises offices and meeting rooms.

### **2.6.2 Office Hierarchy**

No hierarchy is provided for offices. Each office is treated on an individual basis.

### **2.6.3 Service Delivery Plan**

This Building Asset Management Plan is based on no anticipated change to delivery of current services from the existing locations.

## **2.7 Other Existing Buildings**

### **2.7.1 General**

Twenty buildings with a total estimated replacement value of \$6,817,000 are included within this category.

Buildings in this class are arranged into 13 groups.

Airport buildings

Clubrooms

Commercial offices

Emergency service

Elderly Person Units recreation

Derelict Residences

Church (former)

Health Services Housing

Health Services Surgery

Historic Rental Property

Historical Society Buildings

## Levels of Service

Private Child Care  
Rental Housing

### **Commercial offices**

Council's ownership of the Inglewood Bendigo Bank building has been to facilitate an economic development initiative and the intent is that Council will not continue to own the property in the medium to long term.

### **Derelict Residences**

The derelict residence at the Mitiamo depot is no longer required.

### **Church (Former)**

The unused St Mary's church at Arnold is included in Council's property portfolio. The weatherboard building is small and not maintained.

### **Health Services Housing**

The Boort doctors' residence is 50% owned by Council and the Boort Hospital.

### **Health Services Surgery**

Council owns a building in Wedderburn which it makes available as a doctor's surgery.

### **Historic Rental Property**

Historic buildings including the former Bridgewater Railway station and former Inglewood Railway station make up this group of buildings. Council leases these properties from VicTrack and sublets them as residential rental properties.

### **Historical Society Buildings**

Historic buildings including the former Inglewood and Boort Court Houses are included in this group of buildings. Council does not own these two buildings. Council is the Committee of management for the former Boort Courthouse. The former Inglewood Courthouse is operated by a local Committee of Management.

### **Private Child Care**

Council leases this former residence in Holloway St, Boort, to a privately operated Child Care service.

### **Rental Housing**

The residence, adjacent to the East Loddon P-12 College, operates under a user agreement with the East Loddon P-12 College.

#### **2.7.2 Other Existing Buildings Hierarchy**

No hierarchy is proposed. Buildings are treated as Individual buildings or as groups of buildings.

#### **2.7.3 Service Delivery Plan for other existing buildings**

Unless specifically provided for by existing lease agreements no Council funding will be provided for any works on these buildings.

## Levels of Service

Council will investigate transferring responsibility for buildings to more appropriate authorities where those authorities can be identified for particular buildings. The new authorities will then be responsible for maintenance, renewal and upgrading.

Council will investigate opportunities to transfer funding responsibility for maintenance, renewal and upgrade to the users for the following buildings:

- Council's 50% share in doctor's residence at Boort
- Doctor's surgery in Wedderburn
- Rental house adjacent to East Loddon P-12 College
- 

Council will undertake an assessment of future use of the Holloway Street property in Boort from which a private child care service operates.

For buildings where commercial leases are negotiated, the lessee will become responsible for maintenance, renewal and upgrade works.

## **2.8 Preschool and Maternal and Child Health Centres**

### **2.8.1 General**

Council presently operates Preschool and Maternal and Child Health Centres at six buildings set aside exclusively for that purpose. In Inglewood and Boort the services are co-located in one building at each site.

Three MCH services operate out of buildings of other service providers. Dingee CMH is co-located at the Dingee Bush Nursing Centre, Pyramid Hill is co-located with Northern District Community Health Services and Serpentine MCH is co-located with the HACC service administration at the former Shire Office in Serpentine.

Three Council operated preschool services operate out of dedicated stand alone buildings.

One additional preschool service controlled by an external preschool cluster group operates in a stand alone Council building in Pyramid Hill.

The buildings supporting this service are fit for purpose and have a combined replacement value of approximately \$1,779,000

The Child Care Regulations 1998 and DHS requirements have an impact on the spatial requirements of a centre and standards. All centres currently comply and are subject to inspection.

### **2.8.2 Preschool and MCH Hierarchy**

A two level hierarchy is proposed

- 1 Co-located MCH and Preschools
- 2 Stand alone Preschools

### **2.8.3 Preschool and Maternal and Child Health Service Delivery**

Service delivery for Preschool and Maternal and Child Health is a matter for determination by Council's Community Services Department.



## Levels of Service

This section of the Building Asset Management plan is structured to enable delivery of the apparent current service delivery standard. The Building Asset Management Plan will be refined when the level of service delivery is further developed in any future service delivery plan.

All preschool centres operate well below capacity with some struggling to fill one group.

All MCH Centres operate only for a few hours per week.

A growing trend is for like or complimentary services to be co-located in one centre. This not only is a more efficient use of capital resources, but provides greater client service, improved security for staff working alone and also professional peer support for staff.

In this plan Council adopts the principle of co-location of services where service delivery improvements can be made. Joint occupancy of buildings with shared use of facilities within a building is encouraged.

Greater use of preschool centres may be possible and should be investigated. Play groups, toy libraries and children's resource centres are potential uses.

### **2.8.4 Preschool and Child and Maternal Health Centre Standards**

The functional components for the two levels of hierarchy are provided in Appendix 13.3.2 Standards for Preschool and Child and Maternal Health Centres. The standards are proposed standards and do not indicate current standard provided.

## **2.9 Public Halls**

### **2.9.1 General**

The Council either owns freehold or controls crown land on which a total of 10 public halls are erected with a total replacement value of \$9,134,000. They range in size from the Boort Memorial Hall through to the Yando Public Hall. These are the only public halls that are currently included on the Councils Asset Register.

The above buildings are generally of average to poor quality apart from the Newbridge Public Hall which has recently undergone major renewal.

However in addition there are another 17 Public Halls with a total replacement value of \$5,810,000 controlled by either committees of management or trustees.

This number does not include church halls, scout and guide halls, RSL halls, sporting group halls or senior citizens halls.

These include some of the larger and more frequently used facilities such as the Wedderburn Mechanics and Literary Institute

These halls vary from fair condition through to very poor. Facilities in some fail to meet basic standards and a number of kitchens do not meet food safety standards. Frequently toilets are located some distance from the main building, are in very poor condition and in one case is a "long drop" facility.

Given declining population and financial constraints, there are an unsustainable number of halls for the community to maintain and eventually renew.

The Council supports many halls through grants and insurance cover.

## Levels of Service

Many halls now stand where no significant community exists; many in poor condition and often within 15 to 20 minutes travel time to another hall.

While it is recognised that there is often strong emotional attachment to these halls their future is bleak. Some halls may continue to function until the end of their useful life without significant support from the Council.

At the present time some of the most used halls are not the Councils legal responsibility and receive little support from Council .Many need major maintenance and renewal.

### 2.9.2 Public Hall hierarchy

In this plan a three tiered hierarchy is set up for public halls.

- 1 Major Town Hall
- 2 Community Hall
- 3 Minor District Hall

#### 1 Major Town Hall

This is major facility servicing a major town or future major population centre.

To avoid unnecessary duplication of resources an over-riding criterion for proximity to other high level halls is used. Level 1 halls are to be separated by at least 20 km. (15 minutes travel time)

The obvious major centres are

|              |                |
|--------------|----------------|
| Boort        | 773 population |
| Wedderburn   | 704            |
| Inglewood    | 687            |
| Pyramid Hill | 465            |

These four major towns will be provided with level 1 hierarchy halls.

Bridgewater and Newbridge are identified as growth towns in Loddon's Rural Living Strategy.

Bridgewater is in close proximity to Inglewood which has a level 1 hierarchy hall, which is of historical significance and needs to be retained. Under the proximity of other halls criterion, a lower level hierarchy is allocated to Bridgewater. Future residents of Bridgewater will travel to Inglewood for major activities in the hall, just as they may currently do for major grocery shopping and hardware purchases.

A fifth level one hall is considered warranted in southern part of the shire due to the relative population of the area and its geographic spread. It is not considered appropriate that those living in the southern area be required to travel to Inglewood to access a level 1 hall.

The location considered most appropriate for this fifth hall is Newbridge as:-

- Newbridge is one of two highest potential growth areas in the Shire of Loddon. Higher standard facilities are likely to be expected as part of that growth.
- Newbridge is geographically central to the southern portion of the shire and is well serviced by road infrastructure.

## Levels of Service

### 2 Community Hall

This is a medium use facility in a medium sized town or at a central location in a rural district.

### 3 Minor District Hall

This is a low use facility in a rural area or small hamlet or a secondary facility in a major town

## **2.9.3 Public Hall Service Delivery Plan**

This plan establishes service delivery standards for the provision of public halls.

As indicated above Level 1 public halls will be provided in Boort, Wedderburn, Inglewood, Pyramid hill and Newbridge.

A review of information from Council and DSE Halls Committees of Management found that information on usage is inconsistent between halls and is generally insufficient to use for decisions about the future of particular halls.

A moratorium on Council expenditure, other than the usual maintenance activities, on all halls other than level1 halls, is imposed during the 2009-2010 and 2010-2011 years.

During the two year period Council will require hall Committees of Management to compile usage statistics; details to be submitted each six months.

At the end of the 2 year period, Council will review usage data and determine where each hall fits within the hierarchy for halls.

## **2.9.4 Standards for Public Halls**

The functional components for the three levels of hierarchy are provided in Appendix 13.3.3 Standards for Public Halls. The standards are proposed standards and do not indicate current standard provided.

## **2.10 Public Toilets**

### **2.10.1 General**

Public toilets included in this grouping are generally “stand alone” toilets situated within townships or hamlets where they provide a facility for local residents as well as the travelling public.

Many other public toilet facilities exist throughout the municipality located with public halls or recreation facilities. These are included within their prime grouping.

A total of 21 facilities with a combined replacement value of \$2,044,000 provide an important community service. Standards vary from new and high quality (Jacka Park Wedderburn) to very basic but functional (Tarnagulla)

The facility at Nolens Park, Boort, is proposed to be replaced/ renewed as part of the Boort Eastern Entry Project.

Community expectations are high with disabled and baby change facilities now the norm. Facilities are expected to be clean, well lit, safe and available 24 hours per day. In some locations showers may be necessary.

A number of facilities need to be of sufficient capacity to cater for a bus load of passengers.

Levels of Service

### **2.10.2 Hierarchy**

This Building Asset Management Plan establishes the following hierarchy for public toilets:-

Level 1 Public Toilets are located in towns with a major shopping area or major tourist activity.

Level 2 public toilets are provided for minor shopping areas or minor tourist activities.

Level 3 public toilets are provided in towns where the previous criteria do not apply, but where there is significant development.

Level 4 public toilets are toilets which are attached to other primary services such as halls, and recreation reserves.

#### **2.10.2.1 Definitions**

For this section the following definitions apply.

Major shopping area means an area with more than one shop which is not required to provide toilet facilities.

Minor shopping area means an area with at least one shop which is not required to provide toilet facilities.

Major tourist activity generally refers to higher use facilities located close to and generally visible from arterial roads. Toilets in this category are generally strategically located between regional centres.

Minor tourist activities are lower use facilities generally located near lower trafficked roads.

### **2.10.3 Service Delivery Plan**

This Building Asset management Plan establishes the service delivery standard for the provision of public toilets.

Council supplies public toilets in towns with shopping areas or specific tourist activities generating the need for toilets. Toilets may be supplied in other towns, where neither of the previous activities exists, where significant development is evidenced for example by residential development.

Council provides one Level 1 or level 2 public toilet for one shopping area or one tourist activity in a town. One Level 3 public toilet may be provided in other towns where there is development but no alternative toilets provided.

Additional Level 2 public toilets may be supported or provided when all the following criteria are met:-

- there is demonstrated need
- no alternative management arrangements are available
- the toilet is not attached to another primary facility/service,
- toilet supports an activity that does not compete with council provided or supported services such as caravan parks.

Toilets allocated a level 4 hierarchy are currently cleaned and serviced by Council. To reduce its long term costs, Council will initiate the return of operational and maintenance activities for these toilets to the Committees of Management of the facilities on which the toilets are located.

Council will implement procedures to clarify the misconception that all open toilets are public toilets provided by Council.

## Levels of Service

- For toilets not included in this plan, Council will initiate discussions with Committees of Management for the toilets with a view to:-
  - removing any existing toilet directional signage relating to these toilets from the road network
  - providing signage at toilets indicating the toilet is provided for users of the facility, the toilet is serviced by volunteers and the location of the nearest public toilet
  - the possibility of locking the toilets when the facility is not in use.
- For public toilets identified in this plan Council will provide
  - directional signage from the road network
  - signage on the toilet identifying Loddon Shire Council as the service provider and providing contact details.

### **2.10.4 Public Toilet Standards**

The functional standards for the three levels of public toilet hierarchy are provided in Appendix 13.3.4 Standards for Public Toilets. The standards are proposed standards and do not necessarily indicate current standard provided.

## **2.11 Recreation Reserve Buildings**

### **2.11.1 General**

The Council has responsibility for the management of a large number of recreation reserves.

This occurs by virtue of the Council being either the freehold owner of the land (e.g. Donaldson Park) or as committee of management of crown land (e.g. Nolens Park).

In most cases the Council has appointed Section 86 Committees of Management to carry out the day to day management of the reserve.

A total of 45 buildings located on 19 sites with a total estimated replacement value of \$10,906,000 comprise the portfolio.

The portfolio contains buildings ranging from large clubrooms or amenities buildings through to smaller structures comprising shelters, scoreboards etc. In some cases significant shared use occurs but in many cases the buildings have single users which often are seasonal.

In addition there are 27 other reserves throughout the municipality managed by Committees of Management on behalf of the Department of Sustainability and Environment. The buildings on these reserves have a replacement value of \$2,934,000.

The Council has no regular inspection of these buildings for safety or other regulatory compliance. The onus for this rests with the elected committee. The Council does however provide some limited financial support for many of the committees and assists with insurance cover.

Accordingly Council will require a greater level of inspection and reporting as a condition of ongoing support.

## Levels of Service

Of concern are the many underutilised buildings with some reserves or towns having numerous single use buildings. An example is Nolens Park Boort with 5 separate clubrooms within 500 metres and a public hall across the road. Donaldson Park is a further example and includes a number of unused buildings.

Funding for major works on recreation buildings is largely dependant on external funding through partnerships with governments and philanthropic trusts.

State Government Major facilities grants are for projects over \$200,000 in value. The maximum grant is \$500,000 on a 1 (grant): 1 (local contribution) basis.

State Government Minor facilities grants are for projects less than \$200,000 in value. The maximum grant is \$60,000 on a 2 (grant):1(local contribution) basis.

While Council has had past success in receiving major facilities grants there is little likelihood of grants on an annual basis. Generally two minor facilities grants per annum are received from the State Government.

It is noted that these grants are not only for recreation buildings; they may be for playing fields (surfaces), light towers, utility services, etc.

### **2.11.2 Recreation Buildings Hierarchy**

No hierarchy is used for recreation buildings.

### **2.11.3 Recreation Service Delivery Plan**

Council's Recreation Strategy adopted in 2007 includes the following principles for the delivery of the recreation service in Loddon.

- Council recognises the importance and value of all types of recreation.<sup>1</sup>
- Council does not discriminate between groups that operate from Council and non-Council owned land.<sup>2</sup>
- Council does not have the capacity to address all the recreation needs in the community without significant assistance from a range of partners including:-<sup>3</sup>
  - clubs and organisations in Loddon. (This will have to continue if the range of recreation opportunities is to remain)
  - state and federal governments
  - private and business sector.
- General principles to guide Council's decision-making for recreation service provision include.
  - provision for recreation will be based on substantiated need i.e. activities are viable
  - priority will be given to recreation development proposals that:
    - are designed to cater for a range of uses
    - consolidate existing functions and buildings
    - are projects for maintenance or renewal of existing buildings. These projects will generally be a priority over the development of new buildings.

### **2.11.4 Level of Service provided for Recreation Buildings under this Plan**

Council's investment in recreation buildings is limited to:-

- annual allocations as per "Public Hall and recreation Reserve allocation Policy"

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<sup>1</sup> Shire Of Loddon Recreation Strategy Volume 2 Sec 3.3 Key Directions for Recreation in Loddon

<sup>2</sup> Shire Of Loddon Recreation Strategy volume 2 Sec 4.2..Asset Management

<sup>3</sup> Shire Of Loddon Recreation Strategy Volume 2 Sec 3.5 Council's Role

## Levels of Service

- allocation of Community Grants as per “Community Grants Policy CS3”
- allocation for approved Community plan Projects
- 10 % contribution by Council to grants for projects funded by State Government Major and Minor Facilities Grants.
- discretionary interest free loans to Committees of Management by Council.

Local contributions are to fully fund the difference between project cost and grants/Council contributions.

Local contributions may include up to 50 % funding from approved community planning allocations.

### **Contribution to external grants**

Currently Council makes a 10% contribution to major and minor facilities grants. Council contribution is not a requirement to secure funding; many Councils do not contribute to this extent. Council will continue with this historical policy as it substantiates Council’s support for a project funding bid and demonstrates Council’s continued support for recreation in the community.

#### **2.11.5 Prioritising of Projects**

Council’s support for bids for external funding is subject to the following considerations:-

- Primary consideration
  - An adopted Recreation Reserve Master Plan to support the application is an absolute requirement before bids for external funding will be supported by Council.
  - Council’s Recreation Department plans to actively encourage and assist Recreation Reserve Committees of Management to produce or update Master Plans. Master plan templates are being developed to simplify this task.
- Other considerations
  - a project proposal is supported by documented substantiated need
  - projects which create multi-use facility have high priority (i.e. consolidates existing buildings or functions)
  - renewal projects have high priority
  - advise from grant provider as to likelihood of project being funded
  - compliance with grant conditions and funding guidelines
  - availability of community funding
  - project readiness to commence

#### **2.11.6 Master Plan Standard**

A Master Plan for Recreation Reserves includes:-

- trends analysis
- demographic analysis
- management practices
  - user groups
  - fees
  - maintenance
  - usage levels
  - inventory
  - component conditions
- user and community needs
- funding opportunities

## Levels of Service

- concept plan with demonstrated multi-use of proposed buildings)
- recommendations including
  - project details
  - project priority
  - estimated project costs

### **2.11.7 Standards for Recreation Buildings**

The standard functional components required in buildings for individual sports activities are provided in Appendix 13.3.5 Recreation Buildings.

## **2.12 Senior Citizens Centres**

### **2.12.1 General**

The Council has responsibility for five Senior Citizens Centre buildings with a total replacement value of approximately \$3,066,000.

One anomaly is the Calivil Senior Citizens Centre which is located on crown land for which the Council is not the committee of management.

It has been included in the plan as it is considered most likely the Council will need to accept responsibility for major maintenance and renewal of the building.

The buildings are generally in reasonable condition with significant kitchen upgrades/ renewal having been recently completed in most centres.

All of the centres have capacity for increased use with most being single use buildings and not being used to their full potential.

### **2.12.2 Senior Citizens Hierarchy**

No hierarchy is used for senior citizens buildings. Each centre will be treated individually.

### **2.12.3 Service Delivery Plan**

Currently no formal service strategy for Senior Citizens exists. The future involvement and extent of involvement of Council in this service may be addressed when Council's Department of Community Services finalises an Aged and Disability Services Plan.

Pending a decision to the contrary, it is presumed in this asset management plan that existing buildings will be retained and where works are required that these will be funded, if necessary, by Council.



## Levels of Service

### **2.13 Staff Housing**

#### **2.13.1 General**

The Council owns a total of 3 residences with an estimated replacement value \$636,000. This is very much a legacy of the past where rural Councils provided accommodation at subsidised rates to attract and keep employees.

Three properties are occupied by Council employees

In relation to dwellings occupied by Council staff it is considered most unlikely that they would offer any inducement or incentive to a new incoming Chief Executive Officer or senior staff member. The buildings are very tired, the Serpentine residences are now inappropriately located, and the Wedderburn residence is also dated.

Family structures, housing styles and needs and lifestyles have changed considerably since the provision of housing by rural Councils was the norm.

It is now more likely that requirements may be for single person or couple only accommodation with little or no requirement for a large back yard.

#### **2.13.2 Service Delivery Plan**

The following actions have been adopted by Council:

- Council will provide an executive style residence in Wedderburn for future Chief Executive Officer or Senior Officer.

Council will dispose of existing employee housing once the present incumbent leaves the employ of the Council, or offer a suitable alternative arrangement when sold prior to the incumbent leaving.

### **2.14 Multi-use Strategy**

Council supports in principle and encourages the concepts of

- co-location of services and facilities
- multi-use of facilities

Co-location of services such as the running of Preschool and Child and Maternal Health services at the same time and location is supported as it improves security and allows a single visit for like services.

Co-location of activities at the one location such as playing several sports at the one address is encouraged as it enables sharing of resources such as toilets, changing facilities and car parking.

Council supports the multi-use of facilities by various types of user groups such as

- change rooms at a recreation reserve being used by more than one sporting group
- kitchen facilities being used by hall hirers and as a kiosk for sporting activities
- toilets being used by hall hirers and by spectators during sporting events

## Levels of Service

Hall and recreation buildings are provided at single sites at the following locations:

- Serpentine
- Calivil
- Yarrawalla
- Woodstock

Where a community hall exists on a functioning recreation reserve and the building is used for both traditional hall purposes and as a primary facility for major sporting activities, Council will consider this building to be a 'special case'. In such instances Council may increase the hall's assigned limit for Council funding and the standard of development allowed.

## 3 FUTURE DEMAND

### 3.1 Population Trends

As future demand for Council's building stock is determined in the main by service provision needs it is relevant to examine likely trends.

The Victorian Population Bulletin – October 2007, produced by the Department of Planning and Community Development contained the following summary of interim figures arising from the June 2006 Census.

Estimated Resident Population - Loddon Shire

|              |              |              |
|--------------|--------------|--------------|
| 30 June 2006 | 30 June 2001 | 30 June 1996 |
| 8,095        | 8,604        | 9,098        |

This indicates a population loss of 1003 (11.02%) over the 10 year period.

Loddon has the second highest annual % pa population loss in rural Victoria and the third highest raw number loss over the 2001-2006 period.

### 3.2 Annual Birth Notifications

Statistics provided by the Councils Maternal and Child Health Services show that the number of births in Loddon in the 2005/06 financial year was 84. For 2006/07 the number was 87. The figure is expected to be mirrored in 2008/09.

These figures are not expected to increase significantly in the foreseeable future.

### 3.3 Ageing Population

The Councils Aged and Disability Strategy 2006/07 highlights key population changes that are predicted to occur over the next twenty five years.

They include:

- People aged over 65 years will almost double from 19% to 37.5%.
- People aged 20-65 years will decrease from 54.5% to 43%
- People aged 85 years old and over will increase from 258 (2001) to 548 (2031)



## 4 RISK MANAGEMENT PLAN

### 4.1 Risk Management Framework within Council

Council's Risk Management framework consists of a Risk Management Policy, a Risk Management Implementation Plan and is supported by a Risk Register.

A Risk Management Committee comprising of management representatives meets on a regular basis and oversees the performance of Loddon's risk management practices.

### 4.2 Risk Management Policy

Council through its Risk Management policy CS09, adopted by Council on 27<sup>th</sup> November 2006, "is committed to adopting management principles that will successfully identify, analyse, assess, treat, monitor and review risks associated with its operations. Council will utilise a combination of proactive and reactive methods to ensure its risks are kept to a minimum"

### 4.3 Risk Identification, Analysis and Evaluation

Council has undertaken a review of potential risks. The risks identified have been described and their potential impacts and current controls assessed in the corporate risk register.

In relation to Councils building portfolio the Risk Register lists a total of eleven issues.

Issues covered include procedures for service providers, contract documentation, property inspection processes and property risk management procedures for Section 86 committees.

The risk register details aspects of each identified risk including consequence rating, likelihood rating, level of risk and who is responsible.



## 5 ASSET PORTFOLIO

Loddon Shire has responsibility for a diverse range of assets. To facilitate the preparation of Asset Management Plans Council's asset portfolio has been broken down into a number of asset classes. Asset management plans have been or are being prepared for the following:

- Roads
- Bridges
- Drainage.
- Footpaths
- Parks
- Recreation Facilities
- Swimming Pools
- Playgrounds
- Office Furniture and Equipment
- Waste Management
- Buildings.

In this the Building Asset Management Plan the building portfolio is broken down further into building asset classes according to their prime function. A total of 12 categories have been adopted and are considered in detail in Section 2 Asset Function and Levels of Service.

Buildings and groups of buildings included in this plan are detailed in Appendix 13.1 Schedule of Buildings.

Buildings forming part of a swimming pool complex are considered within the adopted Swimming Pool Asset Management Plan and hence have been excluded from this plan.

Minor structures within playgrounds and passive parks will be included in a future Parks Asset Management Plan





## 6 LIFECYCLE MANAGEMENT

### 6.1 Asset and Asset Component Lifecycle

During 2005, the Municipal Association of Victoria (MAV) established an Asset Renewal Funding Gap process to assist Councils to identify their Asset Funding Gap or financial liability as asset owners.

The process provides the opportunity for each Council to assess their asset components with regard to condition and age and estimated asset rehabilitation costs for renewal programs. The inclusion of asset maintenance liabilities and effort also help provide an insight into the overall future picture to assist in effective asset management.

In the preparation of this Plan the Moloney Asset Gap Model has been used. This computer model is now extensively used not just within Victorian local government, but throughout Australia.

The Model requires a number of assumptions to be made. These include structure life, structure component life and asset condition rating.

For the purpose of whole of life cost analysis the value of each building has been broken up into the following components:

- Structure – foundations, floor and walls
- Roof
- Fit-out
- Mechanical Services.

The following life spans have been used for this modelling exercise to best approximate the assessed lives within Loddon Shire. While there will always be exceptions with some buildings and/or components having a shorter life than average, others because of their use and/or construction will have a life longer than the adopted average.

- Short Life Structure – 50 years
- Long Life Structure - 100 years
- Typical long life structures are solid masonry or concrete structures and include town hall buildings. Replacement or major renewal may be required because the building is no longer fit for purpose and not that it has reached the end of its structural life.
- Roof Structure – 35 years
- Mechanical Equipment – 25 years
- Fit-out – 25 years.

### 6.2 Asset Capacity/Performance

A building assets capacity and performance is determined by a number of factors which can together influence the effective life of the building or the need for major renewal/ refurbishment

Maintenance alone does not ensure that a building continues to function to the standards required in the future.

Changes in safety and hygiene standards, changes in legislative requirements, increased user and community expectations are all significant factors

## Lifecycle Management

Much of Councils building stock is old and in many cases kitchens, toilets, heating and cooling fail to meet current standards.

Inadequate or non existent access for the disabled can also influence a buildings performance.

In some cases types of building construction can affect the buildings performance and lifespan. For example buildings constructed with a “flat” roof and/or box gutters have resulted in additional maintenance, shorter life spans and in some instances water damage to building interiors.

Changes in service delivery methods and changes in how communities function have also influenced building asset capacity and performance.

### **6.3 Asset Condition Assessment Process.**

Asset condition inspections have been carried out over a twelve month period as time and resources permitted. The inspections were undertaken by the Municipal Building Surveyor and the Manager Property/Contracts sharing the workload.

The inspections using a standard check list have been completed for most Council “owned” buildings and a number of public halls managed by committees of management. A number of buildings on recreation reserves are still to be inspected.

Each inspection entailed a visual inspection of those elements reasonably accessible. Internal roof spaces and under floor areas were not generally entered, although conditions therein were identified from access panels where available.

The condition of each asset was assessed using a number of criteria.

These inspections have enabled an asset condition rating to be assigned to each element of each building using a scale of 0-10

A rating of 0 is an as new building in excellent condition with a rating of 10 being for a building in an unacceptable condition which is unsafe and non-functional.

This condition rating provides an indication of the consumed life of the asset and is a factor in the financial modelling.

### **6.4 Asset Condition Standards**

The condition of assets varies markedly across the municipality.

Reasons for the variations include

- building age and quality of construction.
- the amount of “use’ and “abuse” to which the asset has been subjected
- maintenance effort applied.

Standards for a number of asset categories are influenced by Australian Standards and legislative requirements.

For a number of Council buildings heritage issues have a significant influence.

Currently building maintenance is almost entirely reactive.

The life of buildings can be extended providing:

- the effects of the weather on elements of the building are minimised.

## Lifecycle Management

- vermin are excluded
- the building is used regularly and remains functional
- the building affords a level of safety and amenity to its users

### **6.5 Asset Valuations**

Building asset values used in this plan are in accordance with the Australian Accounting Standards for Financial Reporting.

Valuations have been provided by the Council's contract valuer and are based on an initial 31<sup>st</sup> March 2008 valuation plus an indexation to 31 March 2009 to account for market changes.

The values used are "replacement" or "fair value" to reflect the real cost to the Council of providing an equivalent building.

For a number of asset classes building asset replacement values have been aggregated e.g. where a number of buildings exist within a recreation reserve.

As this asset management plan is further developed in the future separate detailed valuation assessments will be made of each individual building.

In some instances in preparing this plan assumed replacement values have been used based on what Council is prepared to invest in the new building rather than the replacement value of the existing structure. For example the Inglewood Town Hall has a replacement value of \$2,240,670. In this plan a value of \$750,000 was used.

### **6.6 Work Category Definitions**

#### **6.6.1 Operation:**

Asset operation expenditure has no effect on asset condition, but is necessary to keep the asset in use. Operational expenditure is normally distinguished from maintenance expenditure in Council's financial system. Such costs include electricity, cleaning and water supply.

#### **6.6.2 Routine Maintenance**

Routine maintenance is the day to day work required to keep assets operating at required service levels, and falls into two broad categories:

- Planned (proactive) Maintenance- proactive inspection and maintenance works planned to prevent asset failure.
- Unplanned (reactive) Maintenance- reactive action to correct asset malfunctions and failures on an as required basis. I.e. emergency repairs.

#### **6.6.3 Renewal:**

Renewal works are defined as:

- the renewal and rehabilitation of existing assets to their original size and capacity, or
- the replacement or reconstruction of the entire component of the asset with the equivalent size or capacity, or
- that portion of the replacement/reconstruction component of capital works which restores the assets to their original size and capacity.

**6.6.4 New Work:**

New works are projects that provide an extension or upgrading of assets required to cater for growth or additional levels of service, including:

- works which create an asset that did not exist in any shape or form, or
- works which improve an asset beyond its original size or capacity, or
- upgrade works which increase the capacity of an asset, or
- works designed to produce an improvement in the standard and operation of the asset beyond its original capacity.

**6.6.5 Asset Disposal**

Asset disposal is the removal, disposal or sale of assets.

## 7 ACQUISITION PLAN - NEW AND UPGRADE STRATEGIES

Taking into consideration the current population trends and restricted self funding potential, the number of proposed new building projects is small. The Council does not at the present time have a long term rolling capital works program

While a number of building projects within the 2007/08 budget contained both renewal and new or upgrade elements the only totally new building is the Boort Aerodrome terminal.

Other possible future new projects are:

- Wedderburn Office-replacement of temporary structure
- Construction of an executive style house for future Chief Executive Officers.

At the present time the procedure for assessing the priority of new or major renewal projects lacks process or rigor.

It is considered important that any new or expansion or upgrade proposals are examined critically and that each major works project is apportioned into each category rather than the whole project being placed into one category.

It is also considered desirable that a “needs analysis” be undertaken and “whole of life costs” calculated for all major projects with a capital cost exceeding \$100,000.

### 7.1 Caravan Parks

In accordance with 2.2.3 Service Delivery Plan, funding will remain as current until business plans are adopted.

### 7.2 Community Centres

Council will provide community centres where it is satisfied that there is a demonstrated demand. All upgrade works are to be funded by the community centre operators along with any external funding available.

Demand for a community centre building in Inglewood, when the present lease expires, has been identified.

### 7.3 Depots

For level 1 to 3 depots new and upgrade works will be undertaken and funded provided

- there is demonstrated benefit
- overall budgets permit

Funding for new and upgrade works for the State Emergency Service depot at Wedderburn will be subject to negotiation with the appropriate authority prior to developing a project for the required works.

### 7.4 Elderly Person's Units

Council may partly fund new and upgrade works, subject to demonstrated demand and predicted long term future usage, by contributing to external funding or grants obtained.

## **7.5 Offices**

The following are options for providing additional accommodation for staff at the Wedderburn Office.

### Options 1

Any additional need to accommodate staff will be first addressed by using areas currently tenanted out.

### Option 2

Converting existing meeting rooms to office accommodation.

### Option 3

Investigate occupying the Wedderburn Senior Citizens centre.

### Option 4

Extend the existing buildings where a long term need is demonstrated.

## **7.6 Other existing buildings**

Unless specifically provided for by existing lease agreements, no new or upgrade works on these buildings will be undertaken using Council funding.

## **7.7 Preschool and Maternal and Child Health**

Council funding for new and upgrade works will be subject to service delivery plans demonstrating a need.

## **7.8 Public Halls**

### **7.8.1 Funding New and Upgrade Works Projects**

Council will:

- fund or contribute to new or upgrade works on level 1 Halls
- contribute to new or upgrade works on level 2 Halls
- not fund works on level 3 Halls.

#### **7.8.1.1 Level 1 Major Town Halls**

Funding for major new and upgrade works is largely dependant on external funding through partnerships with government and philanthropic sources.

Council will partly fund through contribution to external grants, where available.

Where external grants are unavailable Council may consider the possibility of fully funding the works provided the overall budget permits and the proposed works are consistent with the standards nominated for Major Town Halls.

#### **7.8.1.2 Level 2 Community Halls**

Funding for major new and upgrade works is totally dependant on external funding through partnerships with government and philanthropic sources.

Council will only partly fund works through contribution to external grants. Support for projects is subject to the following conditions:--

- presentation of a good business case

## Acquisition Plan – New and Upgrade Strategies

- external grant to be 1(grant):1(local contribution) or greater
- proposed works being consistent with the nominated standard for Community Halls
- demonstrated need by demand analysis
- remoteness from alternative venues

### **7.8.1.3 Level 3 Minor District Halls**

Council will not contribute funds to new or upgrade works on halls in this hierarchy. Council will provide in principle support to grant applications if:

- projects are fully externally funded
- no higher priority works require support

For the purpose of this section, external funding may include funding from approved community planning allocations, community grants scheme allocations or interest free loans from Council, with a combined maximum total contribution equalling 50% of the project value.

## **7.9 Public Toilets**

### **7.9.1 Funding Level 1 Public Toilets**

Funding for new and upgrade works is largely dependant on external funding through partnerships with government and external sources.

Council will partly fund through contribution to external grants, where available.

Where external grants are unavailable Council may fully fund the works provided the overall budget permits and the proposed works are consistent with the standards nominated for level 1 public toilets.

### **7.9.2 Funding Level 2 & 3 Public Toilets**

Funding for new and upgrade works is totally dependant on external funding through partnerships with government and external sources.

Council will only partly fund works through contribution to external grants. Support for projects is on the following conditions:--

- proposed works being consistent with the nominated standard for that hierarchy
- demonstrated need by demand analysis
- remoteness from alternative facilities

### **7.9.3 Level 4 Public Toilets**

No upgrade works of Level 4 hierarchy public toilets will be funded by Council. Council will initiate the return of responsibilities for these toilets to the Committees of Management of the facilities on which the toilets are located.

## **7.10 Recreation Buildings**

### **7.10.1 Funding New and Upgrade Works Projects**

Council's investment in new and upgrade works at recreation buildings is limited as detailed in 2.11.4 Level of Service provided for Recreation Buildings under this Plan.

## Acquisition Plan – New and Upgrade Strategies

New and upgrade works at Indoor Stadiums, located at district colleges, will be assessed on a case by case basis at the time of project development.

### **7.11 Senior Citizens**

No new and upgrade works will be funded by Council pending outcomes of service delivery plans.

### **7.12 Staff Housing**

No major upgrade works will be undertaken on existing staff housing unless the works are required to keep the house serviceable or in suitable condition for later disposal.



## 8 OPERATIONS AND MAINTENANCE PLAN

### 8.1 Maintenance Activities

Building maintenance activities undertaken by Council fall into two main categories. The annual budget working papers identify each category separately.

Planned or programmed (proactive) maintenance is determined during inspection or brought to Council's attention by the building occupant or committee.

Each project is prioritised and costed

Funds are also allocated for unplanned or reactive maintenance which inevitably occurs, particularly with older buildings.

The Council employs a Property/ Contracts Officer who has a major role in developing and implementing maintenance programs.

The Council also employs a maintenance carpenter who has a "hands on" as well as an inspection role.

Other specialised trades and services are provided by way of contract, quotation or by use of Councils register of approved service providers.

Any contractor prior to being registered or commencing work on a Council building must have provided evidence of appropriate insurance cover and current certificates and registrations.

Further work needs to be undertaken to develop long term costed cyclic maintenance programs.

### 8.2 Inspection Arrangements

The only practicable means of assessing building condition and identifying risk is by implementing an inspection regime of the various buildings. This process should enable maintenance issues and significant risks to be identified and remedied in advance of significant deterioration, possible injury, damage or inconvenience to the public.

A four tier inspection regime exists to cover condition inspections, compliance, safety incidents and defects.

#### **Condition Inspections**

These identify maintenance deficiencies as well as deficiencies in the structural integrity of the various components of the building which if untreated are likely to adversely affect their function and value.

#### **Safety/Hazard Inspections**

These inspections identify all defects likely to create danger or serious inconvenience to building users or the wider community.

#### **Compliance Inspections**

Compliance Inspections are required to ensure compliance with the Victorian Building Regulations 2006 (Regulation 1209) in relation to Essential Safety Measures. The regulation requires the building owner to ensure that the maintenance of the essential safety measures

## Operations and Maintenance Plan

required for their property is carried out, and that appropriate records of maintenance, service and repair are kept. These records provide the necessary information to allow the annual safety measure report to be completed.

Currently only buildings built after 1st July 1994 are required to have annual essential safety measures inspections. After 30<sup>th</sup> June 2009 the majority of Council buildings will require the annual inspection.

### **Incident Inspections**

These inspections enable incident condition reports to be prepared for use in legal proceedings and the gathering of information for the analysis of the causes of accidents and the planning and implementation of property management and safety measures.

### **Inspection Programming**

Because of the number of properties in the Council's portfolio programmed inspections will need to be undertaken concurrently.

Buildings subject to the requirements of the Essential Safety Measures inspections will be inspected annually. All other buildings will be inspected on a two yearly cycle.

A standard inspection recording sheet has been developed and has been used for the initial assessment process.

### **8.3 Maintenance Demarcation Agreements.**

A number of Council's building assets are subject to user agreements, instruments of delegation or similar.

Council's policy ES11 Committees of Management sets out the following in part:  
"Committees of Management may be appointed to manage Council owned public halls, recreation and sports grounds in accordance with Section 86 of the Local Government Act 1989.

The Committees of Management shall have the authority to set fees and the fees shall be sufficient to recoup the Committee's costs in running the facility.

The Committees shall report to Loddon Shire Council and submit an annual financial report"

For many facilities the extent of use of the facility, the level of maintenance carried out and the level of fees and charges is unknown.

It is considered appropriate for the Council to require a greater level of annual reporting to assist the Council to better manage its building portfolio.

The Council provides annual funding to assist in operation and maintenance costs through Public Hall and Reserve Allocations as detailed in ES17 Public Halls and Reserves Allocation Policy.

Through this policy Council provides funds to all public halls and recreation facilities irrespective of whether the facilities are managed by Section 86 Committees of Management or by Committees of Management to the Department of Sustainability and Environment.

## Operations and Maintenance Plan

It is considered important that all committees receiving Council support should meet Council's inspection and reporting requirements.

Council will review its "Appointment of Special Committee and Instrument of Delegation" document to conform to maintenance funding strategies in this asset management plan.

Operational agreements exist between Council and Pre-school committees of management. These agreements allocate responsibilities for operation and maintenance between Council and the committees.

They appear to be well understood, reasonable and operating well.

### **8.4 Property Management**

The increasing need to monitor energy and water use, the monitoring of appropriate tariffs and the managing of leases, contracts, rentals and user agreements is significant and not currently coordinated.

### **8.5 Operations and Maintenance Funding**

#### **8.5.1 Caravan Parks**

Cleaning and day to day maintenance tasks are undertaken by caravan park managers.

#### **8.5.2 Community Centres**

Under this plan Committees of Management fully fund operations and maintenance expenditure from their own resources.

#### **8.5.3 Depots**

Maintenance and operational costs are fully funded by Council in the operations budget.

#### **8.5.4 Elderly Person Units**

Maintenance is fully funded by Council.

#### **8.5.5 Offices**

Maintenance and operational costs are fully funded by Council in the annual budget.

#### **8.5.6 Other existing buildings**

Unless specifically provided for by existing lease agreements, no maintenance works on these buildings will be undertaken using Council funding.

Council will investigate opportunities to transfer funding responsibility for maintenance, to the user.

### **8.5.7 Preschool and Maternal and Child Health Centre Buildings**

Preschool committees are responsible for minor maintenance and operational activities. Council undertakes major maintenance.

Maintenance and operational responsibilities are set out in “Loddon Shire Council Kindergarten Cluster Management, Buildings and Grounds Maintenance and Repair Guidelines” document. See 13.4 Appendix 4 “Loddon Shire Council Kindergarten Cluster Management, Buildings and Grounds Maintenance and Repair Guidelines”.

Maintenance and operational costs on Maternal and Child Health Centres are fully funded by Council.

### **8.5.8 Public Halls**

Council contributes to funding of operations and maintenance through allocations under Council’s Public Hall and Reserve Allocation Policy.

Under this asset management plan Committees of Management fully fund operations and maintenance expenditure from their own resources. Committees wishing to undertake works in excess of their resources may seek funding through:-

- Council’s “Community Grants Policy CS3” or
- an interest free loan from Council.

### **8.5.9 Public Toilets**

Maintenance and operational costs are fully funded by Council for level 1, 2 and 3 public toilets.

Level 4 hierarchy toilets are currently cleaned and serviced by Council. To reduce its costs Council will initiate the return of operational and maintenance activities for these toilets to the Committees of Management of the facilities on which the toilets are located.

### **8.5.10 Recreation Buildings**

Council provides the same level of support for all types of sporting facility whether or not located on Council controlled land.

However under this plan Council’s investment in operations and maintenance in recreation buildings is limited to:-

- annual allocations as per” ES17 Public Hall and Reserve Allocation Policy”
- allocation of Community Grants as per policy “CS3 Community Grants”

Committees of management are required to fund operations and maintenance expenditure from there own resources.

### **8.5.11 Senior Citizens**

Maintenance and operational expenditure is fully funded by Council.

### **8.5.12 Staff Housing**

## Operations and Maintenance Plan

While Council plans to dispose of existing houses when current incumbents leave council's employment or no longer require the housing, Council will continue to fund maintenance on its existing housing stock to keep it serviceable and fit for later disposal.



## 9 RENEWAL & REPLACEMENT PLAN

### 9.1 Funding Renewal or Replacement Works General

Funding for renewal and replacement works for the various categories of buildings is detailed under the individual building categories in this section.

Renewal works will be given high priority over other capital works.

Funding is generally heavily reliant on funding from external sources.

However where urgent renewal is required to keep a building operational, funding will be assessed on a case by case basis at the time of project development.

### 9.2 Caravan Parks

In accordance with 2.2.3 Service delivery Plan, funding will remain as current until business plans are adopted.

### 9.3 Community Centres

All works are to be funded by the service providers with any external funding available.

### 9.4 Depots

For level 1 to 3 depots renewal and replacement works will be undertaken and funded provided

- there is demonstrated benefit
- overall budgets permit

Funding for renewal and replacement works for the State Emergency Service depot at Wedderburn will be subject to negotiation with the appropriate authority prior to developing a project for the required works.

### 9.5 Elderly Person's Units

Council may partly fund renewal and replacement works by contributing to external funding or grants obtained. Replacement works are conditional on demonstrated demand and predicted long term future usage.

Council may fully fund renewal works if no external grants are available.

### 9.6 Offices

Council will fully fund renewal works on its office buildings.

Replacement works will be funded subject to demonstrated need.

### 9.7 Other existing buildings

Unless specifically provided for by existing lease agreements, no renewal or replacement works on these buildings will be undertaken using Council funding.

## Renewal and Replacement Plan

Council will investigate opportunities to transfer funding responsibility for renewal and replacement to the user.

### **9.8 Preschool and Maternal and Child Health**

Council funding for renewal and replacement works will be subject to service delivery plans demonstrating a need.

### **9.9 Public Halls**

Funding of renewal and replacement works is as detailed for new and upgrade works for public halls. See

- 7.8.1 Funding New and Upgrade Works Projects
- 7.8.1.1 Level 1 Major Town Halls
- 7.8.1.2 Level 2 Community Halls
- 7.8.1.3 Level 3 Minor District halls

### **9.10 Public Toilets**

Funding for renewal and replacement works is largely dependant on external funding through partnerships with government and external sources.

Council will partly fund through contribution to external grants, where available.

Where external grants are unavailable Council may fully fund the works on Level 1 public toilets provided the overall budget permits and the proposed works are consistent with the standards nominated for level 1 public toilets.

No renewal or replacement of Level 4 hierarchy public toilets will be funded by Council. Council will initiate the return of responsibilities to the Committees of Management of the facilities on which the toilets are located.

### **9.11 Recreation Buildings**

Council's investment in renewal or replacement works at recreation buildings is limited as detailed in 2.11.4 Level of Service provided for Recreation Buildings under this Plan.

Renewal or replacement works at Indoor Stadiums, located at district colleges, will be assessed on a case by case basis at the time of project development.

#### **9.11.1 Prioritising of Projects**

Council may support bids for external funding subject to the conditions listed in 2.11.5 Prioritising of Projects.

Any project proposal is to be supported by an adopted Master Plan to the standard specified in 2.11.6 Master Plan Standard.

### **9.12 Senior Citizens**

No renewal and replacement works will be funded by Council pending outcomes of service delivery plans.



**9.13 Staff Housing**

While Council plans to dispose of existing houses when current incumbents leave council's employment or no longer require the housing, Council will continue to fund sufficient renewal of its existing housing stock to keep it serviceable and fit for later disposal.

No replacement works will be funded.



## 10 DISPOSAL/DEMOLITION STRATEGY

There are a number of buildings that are beyond repair and/ or are unusable and should be demolished. It is considered important that funds be allocated annually in Councils budget to fund an ongoing program of removal.

Where a property is no longer required by Council for its needs then the property should be sold. Unoccupied properties deteriorate and provide no value to the community. Sale not only reduces the Councils long term liability but also may provide for increased rate revenue

This plan has identified a number of properties that should be disposed of.

In some cases disposal at a nominal value can still be in the best interests of the Council in the long term.

Section 189 of the Local Government Act 1989 sets out the process that the Council must follow:

“(2) Before selling or exchanging land the Council must-

- (a) Ensure that public notice of intention to do so is given at least 4 weeks prior to selling or exchanging the land; and
- (b) Obtain from a person who holds qualifications or experience specified under Section 13DA (1A) of the Valuation of Land Act 1960 a valuation of the land which is made not more than 6 months prior to the sale or exchange.
- (3) A person has the right to make a submission under Section 223 on the proposed sale or exchange.”

### 10.1 Closure / Disposal

#### 10.1.1 General

When buildings become not fit for purpose and no funding for renewal or upgrading is available or the building is no longer required, then Council will investigate closure and subsequent disposal if the building is on Council controlled land.

For buildings controlled by Committees of Management on crown land or land in other ownership, Council will recommend closure and disposal to the Committee of Management.

#### 10.1.2 Closure and Disposal of Halls

When a hall becomes not fit for purpose and no funding for renewal or upgrading is available or the building is no longer required, then Council will investigate closure and subsequent disposal if the building is on Council controlled land.

For buildings controlled by Committees of Management on crown land or land in other ownership, Council will recommend closure and disposal to the Committee of Management.

#### 10.1.3 Closure and disposal of Community Centre Buildings

In addition to the general criteria for closure in section 10 above, if a community centre operation becomes unviable then council will investigate closure.

If no viable community based service provider has operated for two years, Council will subsequently dispose of the building.

## Disposal/Demolition Plan

### **10.1.4 Disposal of Preschool and Child and Maternal health Centres**

In addition to the general criteria for closure in section 10 above, if no service has operated for five years, Council will dispose of the building.

### **10.1.5 Disposal of Level 4 Public Toilets**

Council will initiate the return of responsibilities of these toilets to the Committees of Management of the facilities on which the toilets are located.

### **10.1.6 Disposal of Other Existing Buildings**

Council proposes to extinguish the current lease of St Mary's church at Arnold and to proceed with disposing of the property. Council proposes to initially offer the building to an incorporated community group. Failing that Council intends to dispose of the property by public sale.

### **10.1.7 Disposal of Staff Housing**

In accordance with 2.13.2 Service Delivery Plan, Council will dispose of existing employee housing once the present incumbent leaves the employ of the Council, or is offered a suitable alternative arrangement when sold prior to the incumbent leaving.

## **10.2 Demolition**

### **10.2.1 Demolition of Buildings**

Generally buildings, which are not required and have been closed, are not fit for use or are in imminent likelihood of collapse, will be demolished.

The derelict residence at the Mitiamo depot is no longer required and should be demolished as soon as possible.

## 11 FINANCIAL AND RESOURCE MANAGEMENT

### 11.1 Renewal and Maintenance Expenditure

The Council in its annual budget allocates funds for routine maintenance and renewal projects

Currently priorities are allocated from a combination of requests by users, issues identified during annual condition inspections and from cyclic maintenance programs.

It is recognised that a more strategic approach is required and that systems exist that can enhance the process.

Proper programmed and reactive maintenance can extend a buildings life and reduce long term liabilities.

Industry best practice indicates that between 2% - 3% (CSIRO suggests 4%) of the total replacement value should be spent per annum on building maintenance and refurbishment to maximise the life of the building at overall least cost.

The Councils historic expenditure on maintenance has been between 1.0 and 1.5% of the total building asset replacement value.

This figure will vary from year to year depending on grant funding and specific projects and should be reviewed over a 5 year period.

A 2% expenditure level would require an average annual expenditure of approximately \$800,000.

### 11.2 Annual Renewal Gap before this Plan

An asset data modelling program, Moloney Asset System, uses asset data from Council's asset register and condition surveys. Various assumptions are made in relation to asset life expectancies and other factors.

For this initial assessment some buildings have been grouped and average condition ratings adopted.

The financial modelling enables predictions for future funding requirements to be made. Modelling outcome is very much dependent on the quality of the input data. It is not a precise process but does provide a degree of certainty in the outcomes and enables various scenarios to be compared.

The replacement value of council and community buildings in this plan is \$59 million. Based on the current estimated building renewal values, the age and condition ratings, predicted annual expenditure required for renewal is \$1.2 million. Assuming recent levels of external funding allocations continue and that funded works are 100% renewal, a \$400,000 investment in renewal will leave a funding gap in excess of \$850,000 or \$17 million over 20 years. The Moloney financial model has produced the funding gap predications as shown in 13.5 Appendix 5 Current Building Renewal Graphs.

Individual projects each year will influence the expenditure levels on the various building elements and on long or short life structures.

## Monitoring and Improvement Program

While these figures are influenced by a large number of variable factors and should be treated as indicative only they do however provide strong evidence that there are serious issues to be addressed.

### **11.3 Gap Reduction Options incorporated in this Plan**

The strategies listed under the following options to reduce the funding gap have been incorporated into this plan.

#### **Strategies to reduce asset portfolio**

For other existing buildings:

- demolish derelict house at Mitiamo
- dispose of St Marys Church Arnold.

Employee housing will be disposed of when present incumbents leave.

#### **Strategies to reduce Council's responsibility**

Community Centre operators are to fully fund maintenance, upgrades and renewals.

In Other Existing Buildings:

- where possible Council to negotiate commercial leases to include maintenance, renewal and upgrading.
- no funding by Council unless provided for in existing lease arrangements.
- Council will investigate opportunities to transfer responsibility for maintenance, renewal and upgrading to users for the following:
  - Council's 50% share in doctor's residence at Boort
  - Doctor's surgery in Wedderburn
  - Rental house adjacent to East Loddon P-12 College

Maintenance and operations are to be fully funded by Committees of Management for

- Halls
- Recreation reserve buildings

Council funding for works on recreation reserve buildings is limited to

- annual allocations under Public Hall and Recreation Reserve Allocations Policy
- a 10% contribution to grants

Council funding for works on level 2 halls is limited to

- annual allocations under Public Hall and Recreation Reserve Allocations Policy
- contribution to external funding

Council will not fund renewal or upgrade works on level 3 halls.

For Elderly Person's Units, Council will only fund renewal and upgrade works through contribution to external funding.

For Public Toilets Council will return responsibility of level 4 toilets to the facility they primarily serve.

## Monitoring and Improvement Program

For renewal and upgrade of Level 2 and 3 Public Toilets Council will only contribute to external funding.

### **Strategies to Increase funding**

No strategies are provided to increase funding.

## **11.4 Annual Renewal Gap – Potential**

Implementing the gap reduction strategies above reduces the total renewal cost for buildings to \$42 million. Based on this total renewal cost and the existing condition ratings the predicted annual expenditure required for renewal is \$757,000. Assuming recent levels of external funding allocations continue and that funded works are 100% renewal, a \$400,000 investment in renewal will leave a funding gap in excess of \$400,000, or \$8 million over 20 years.

Moloney financial model has produced the funding gap predications as shown in 13.6 Appendix 5 Forecast Building Renewal Graphs.





## 12 MONITORING AND IMPROVEMENT PROGRAM

It is intended that this asset management plan be reviewed and updated each four years, in the first year following Council elections, to reflect changes to the management of Councils building assets. It is to be a living document that should always reflect as closely as practicable actual practices used in managing the portfolio.

As detailed inspections are completed for all buildings refinements can be made to estimated building and component conditions and lives.

The preparation of long term cyclical maintenance programs for all buildings will enable more accurate long term maintenance costs to be determined.

Future valuations will include values for all buildings instead of applying a gross replacement cost valuation to a site.

Part of the annual budget process is to review asset performance following delivery of the building maintenance program. Actual expenditures are compared to those budgeted and any significant variances are analysed with any necessary remedial action implemented.

The four yearly review will also be used to assess the relative improvements achieved since the previous review.

### **12.1 Asset Management Improvements**

Improving the management of Council's building assets is a continual and ongoing process.

The following actions will be undertaken to support the strategies in this asset management plan, and to improve asset management of buildings.

#### **12.1.1 Revise Section 86 Agreements**

Council will revise section 86 agreement to comply with the funding strategies in this plan.

#### **12.1.2 Revise Halls and Reserves Allocation Policy**

Council will revise Halls and Reserves Allocation Policy to comply with the provisions of this plan.

#### **12.1.3 Caravan Parks Business Plans**

Council will develop business/development plans for caravan parks.

#### **12.1.4 Maintenance and Operational Agreements**

Council will enter into agreements (where one does not currently exist) with organisations currently occupying buildings on Council land, setting out the responsibilities of each party.

Council to set up maintenance responsibility agreements to clarify operations and maintenance responsibilities for grounds and buildings.

Monitoring and Improvement Program

#### **12.1.5 Revise Preschool Maintenance Responsibilities**

Revise the Building and Grounds Maintenance and Repair Guidelines for preschool buildings.

#### **12.1.6 Service Delivery Plans**

Council to develop service delivery plans for all services where none currently exist.

#### **12.1.7 Building Valuations**

In the future separate detailed valuation assessments will be made of each individual building on Councils buildings schedule.

#### **12.1.8 Demolition/ Removal**

Council to allocate an amount of money in its annual budget to undertake the demolition or removal of public buildings that are beyond their useful life or are no longer required.

#### **12.1.9 Whole of Life Costing**

Council will move towards using whole of life cost (annualised) be determined for each major project. That is capital, operational, maintenance, refurbishment and disposal costs be calculated and reported to Council prior to a decision to proceed with the project.

The cost of each major building works project is apportioned into the classifications of operational, renewal, upgrade or expansion and new, rather than the whole of the project being given one classification.

#### **12.1.10 Property Management**

Council will develop a matrix that details property management tasks to be performed and sets out delegated responsibilities.

#### **12.1.11 Community Planning**

In order to meet the financial obligations of this and other Asset Management Plans Council will need to educate and encourage community planning committees in asset management issues including renewal gap funding.

It may be necessary for the Council to set guidelines, including a fixed % of the program to be allocated to Asset Renewal and Refurbishment programs, as distinct from the creation of new assets and the subsequent ongoing maintenance and renewal liabilities.

A method of assessing community planning projects that takes into account "whole of life costs" should also be adopted.

The Council's adopted Recreation Strategy Plan 2007-2017 states the following in discussing community planning:

## Monitoring and Improvement Program

“A document framework should be provided for future Community Plans so that they address the issues and priorities identified in Council’s strategic planning documents including the Recreation Strategy and Municipal Public Health Plan”.

When adopted the Council’s Asset Management Plan and sub plans will be key strategic documents and the above comments will be of relevance.

### **12.1.12 Rate Revenue**

Currently a 1% increase in the rate generates a total of \$51,000. If the Council is to rely solely on rate increases to reduce this and other infrastructure funding gaps then large rate increases will be required.



## 13 APPENDICES

### 13.1 Appendix 1 -Schedule of Buildings

This schedule divides the Councils building portfolio into 12 asset classes by primary function

- Caravan Parks
- Community Centres
- Depots
- Elderly Persons Units
- Office Buildings
- Other Existing Buildings
- Pre-schools and Maternal and Child Health Centres
- Public Halls
- Public Toilets
- Recreation Reserve Buildings
- Staff housing
- Senior Citizens Centres



## Appendices

| Buildings             |                  |   |                                     |             |                           |                 |           |
|-----------------------|------------------|---|-------------------------------------|-------------|---------------------------|-----------------|-----------|
| Schedule of Buildings |                  |   |                                     |             |                           |                 |           |
| Asset Grp             | Property Numbers | Description                               | Location                            | Cond Rating | Status                    | Replacm't Value | Hierarchy |
| Caravan Parks         | 10726850         | Boort Caravan Park (2 Buildings)          | Godfrey Street Boort                | 5           | LSC Controlled Crown Land | \$1,393,290     |           |
| Caravan Parks         | 3110400          | Bridgewater Caravan Park (6 Buildings)    | Park Street Bridgewater             | 8           | LSC Controlled Crown Land | \$1,402,200     |           |
| Caravan Parks         | 25304510         | Pyramid Hill Caravan Park                 | Victoria Street Pyramid Hill        | 7           | Council Owned Freehold    | \$403,200       |           |
| Caravan Parks         | 68001501         | Wedderburn Caravan Park (9 Buildings)     | Hospital Street Wedderburn          | 6           | LSC Controlled Crown Land | \$1,485,125     |           |
| Community Centres     | 10726810         | BRIC Office Boort                         | Godfrey Street Boort                | 6           | Council Owned Freehold    | \$825,920       |           |
| Community Centres     | 38200400         | East Loddon Community Centre              | 789 Serpentine Road East Loddon     | 8           | Council Owned Freehold    | \$305,500       |           |
| Community Centres     | 64003200         | Korong Vale Community Centre              | Allen Street Korong Vale            | 3           | Council Owned Freehold    | \$470,140       |           |
| Community Centres     | 67750800         | Wedderburn Resource Centre (10 Buildings) | Cnr Chapel and Wilson St Wedderburn | 5           | Council Owned Freehold    | \$1,419,174     |           |
| Depots                | 67733850         | Operations Depot Wedderburn (5 Buildings) | Ridge Street Wedderburn             | 2           | Council Owned Freehold    | \$1,057,630     | 1         |
| Depots                | 67725400         | S.E.S. Depot Wedderburn                   | Nardoo Court Wedderburn             | 2           | Council Owned Freehold    | \$211,700       | 4         |
| Depots                | 10741310         | Shire Depot Boort (3 Buildings)           | Victoria Street Boort               | 5           | Council Owned Freehold    | \$360,750       | 2         |
| Depots                | 25101900         | Shire Depot Mitiamo (1 Building)          | Frances Lane Mitiamo                | 6           | Council Owned Freehold    | \$221,875       | 3         |
| Depots                | 45607600         | Shire Depot Newbridge (2 Buildings)       | Bendigo - St. Arnaud Rd Newbridge   | 1           | Council Owned Freehold    | \$157,600       | 2         |
| Depots                | 25305120         | Shire Depot Pyramid Hill                  | Bramely Street Pyramid Hill         | 3           | Council Owned Freehold    | \$302,450       | 2         |

## Appendices

| Buildings                 |  |   |                                  |             |                                |                 |           |
|---------------------------|--|---|----------------------------------|-------------|--------------------------------|-----------------|-----------|
| Schedule of Buildings     |  |   |                                  |             |                                |                 |           |
| Asset Grp                 | Property Numbers   | Description   | Location                         | Cond Rating | Status                         | Replacm't Value | Hierarchy |
| Depots                    | 32901370   | Shire Depot Serpentine (3 Buildings)  | Chapel Street Serpentine         | 5           | LSC Controlled Crown Land      | \$208,125       | 3         |
| Elderly Persons Units     | 36804400<br>36804500<br>36804600<br>36804700<br>36804800 | Dingee Elderly Persons Units (5 Units)  | 29 King Steet Dingee             | 2           | Council Owned Freehold         | \$608,000       | 1         |
| Elderly Persons Units     | 52836400<br>52836500<br>52836600<br>52836700<br>52836800 | Inglewood Elderly Persons Units (5 bedsitters currently being developed into 2 Units) | Sullivan Street Inglewood        | 0           | Council Owned Freehold         | \$216,000       | 1         |
| Elderly Persons Units     | 26118810   | MAV Elderly Persons (4 Units)   | 35 Victoria Street Pyramid Hill  | 4           | Council Owned Freehold         | \$432,000       | 1         |
| Elderly Persons Units     | 32902400<br>32902500<br>32902600<br>32902700             | Serpentine Elderly Persons Units (5 Units)  | Tresise Street Serpentine        | 2           | Council Owned Freehold         | \$678,400       | 1         |
| Offices                   | 32901350   | Shire Office Serpentine   | Loddon Valley Highway Serpentine | 6           | LSC Controlled Crown Land      | \$783,810       | 2         |
| Offices                   | 67717100   | Shire Office Wedderburn   | High Street Wedderburn           | 0           | Council Owned Freehold         | \$2,119,200     | 1         |
| Other - Airport Buildings | 10615600   | Boort Biggin Hill Airstrip sheds  | Silo-Woolshed Rd Boort           | 7           | Council Owned Freehold         | \$283,200       |           |
| Other - Clubrooms         | 10726870   | Boort RSL Clubrooms   | Godfrey Street Boort             | 5           | Council Owned Freehold         | \$225,770       |           |
| Other - Clubrooms         | Crown Res. 607042  | East Loddon Scout Hall  | Dingee Rd                        | 7           | Community assets on Crown Land | \$60,000        |           |
| Other - Commercial Office | 52810200   | Inglewood Bendigo Bank Building   | 640 Brooke Street Inglewood      | 1           | Council Owned Freehold         | \$194,375       |           |



## Appendices

| Buildings                        |                  |   |                                |             |  |                 |           |
|----------------------------------|------------------|---|--------------------------------|-------------|--|-----------------|-----------|
| Schedule of Buildings            |                  |   |                                |             |  |                 |           |
| Asset Grp                        | Property Numbers | Description   | Location                       | Cond Rating | Status                                     | Replacm't Value | Hierarchy |
| Other - Emergency Service        | 26122710         | Pyramid Hill CERT Hall (former Scout Hal)                   | Victoria Street Pyramid Hill   | 6           | Council Owned Freehold                     | \$1,446,480     |           |
| Other - EPU Recreation           | 67720200         | Wedderburn St Andrews Hall                                  | Wilson St Wedderburn           | 7           | Council Owned Freehold                     | \$110,000       |           |
| Other - for demolition           | 25101900         | Mitiamo House at Depot                                      | Frances Lane Mitiamo           | 9           | Council Owned Freehold                     | \$221,875       |           |
| Other - for disposal             | 46909910         | Arnold St. Marys Church                                     | Bridgewater -Dunolly Rd Arnold | 8           | Council Owned Freehold                     | \$153,520       |           |
| Other - Health Services Housing  | 10616100         | Boort Doctors Residence                                     | 32 Ring Road Boort             | 1           | 50% Council Owned Freehold                 | \$285,415       |           |
| Other - Health Services Surgery  | 67723000         | Wedderburn Doctors Surgery (Residential Dwelling)           | 68 High Street Wedderburn      | 7           | Council Owned Freehold                     | \$221,825       |           |
| Other - Historic Rental Property | 31002950         | Bridgewater Former Railway Station                          | Erskine Street Bridgewater     | 7           | LSC controlled Assets on VicTrack property | \$465,200       |           |
| Other - Historic Rental Property | 52841425         | Inglewood Railway Station (former)                          | Thompson St Inglewood          | 6           | LSC controlled Assets on VicTrack property | \$400,000       |           |
| Other - Historical society       | 10718910         | Boort Former Court House                                    | Godfrey Street Boort           | 5           | LSC Controlled Crown Land                  | \$361,100       |           |
| Other - Historical society       |                  | East Loddon Historical Society formerly Mitiamo Public Hall |                                | 7           | COM  | \$80,000        |           |

## Appendices

| Buildings                  |                  |  |                                      |             |                           |                 |           |
|----------------------------|------------------|--|--------------------------------------|-------------|---------------------------|-----------------|-----------|
| Schedule of Buildings      |                  |  |                                      |             |                           |                 |           |
| Asset Grp                  | Property Numbers | Description  | Location                             | Cond Rating | Status                    | Replacm't Value | Hierarchy |
| Other - Historical society | 52839700         | Inglewood Former Court House                       | Southey Street Inglewood             | 5           | LSC Controlled Crown Land | \$562,910       |           |
| Other - Historical society | 26115425         | Pyramid Hill Historical Soc.includ former RSL Hall | McKay Street Pyramid Hill            | 5           | Council Owned Freehold    | \$793,240       |           |
| Other - Historical society | 67748510         | Wedderburn Historical Engine Club (5 Buildings)    | Godfrey Street Wedderburn            | 5           | LSC Controlled Crown Land | \$291,525       |           |
| Other - Historical society | 67716900         | Wedderburn Korong Historical Society               | 26 High Street Wedderburn            | 7           | Council Owned Freehold    | \$244,000       |           |
| Other - Private Child Care | 10705420         | Boort House (Occupied by Tenant)                   | 16 Holloway Street Boort             | 5           | Council Owned Freehold    | \$259,355       |           |
| Other - Rental Housing     | 38200600         | East Loddon House                                  | 787 Dingee Serpentine Rd East Loddon | 8           | Council Owned Freehold    | \$157,000       |           |
| Pre-school M&CH Crs        | 10726880         | Boort MCH Centre                                   | Godfrey Street Boort                 | 5           | Council Owned Freehold    | \$146,752       | 1         |
| Pre-school M&CH Crs        | 10726820         | Boort Preschool                                    | Godfrey Street Boort                 | 5           | Council Owned Freehold    | \$107,740       | 1         |
| Pre-school M&CH Crs        | 36804350         | Dingee MCH Centre                                  | 23 King Street Dingee                | 5           | (Sold September 07)       | \$0             |           |
| Pre-school M&CH Crs        | 38200300         | East Loddon Pre-School                             | 785 Dingee Rd Dingee                 | 2           | Council Owned Freehold    | \$177,700       | 2         |
| Pre-school M&CH Crs        | 52814200         | Inglewood Pre-School and MCH Centre                | 75/75A Grant Street Inglewood        | 2           | Council Owned Freehold    | \$585,000       | 1         |

## Appendices

| Buildings              |                  |   |  |             |   |                 |           |
|------------------------|------------------|---|--|-------------|---|-----------------|-----------|
| Schedule of Buildings  |                  |   |  |             |   |                 |           |
| Asset Grp              | Property Numbers | Description                                 | Location                               | Cond Rating | Status  | Replacm't Value | Hierarchy |
| Pre-school<br>M&CH Crs | 26115430         | Pyramid Hill former MCH Centre (Men's Shed) | Kelly Street Pyramid Hill              | 8           | Council Owned Freehold  | \$154,280       |           |
| Pre-school<br>M&CH Crs | 26113450         | Pyramid Hill Pre-School                     | 65-67 Kelly Street Pyramid Hill        | 6           | Council Owned Freehold  | \$298,560       | 2         |
| Pre-school<br>M&CH     | 67751400         | Wedderburn Pre-School                       | Ridge Street Wedderburn                | 4           | Council Owned Freehold  | \$308,785       | 2         |
| Public Halls           |                  | Arnold Public Hall                          |  | 7           | COM   | \$250,000       | tbd       |
| Public Halls           | 10726860         | Boort James Boyle Hall Nolens Park          | Godfrey Street Boort                   | 4           | LSC Controlled Crown Land                                     | \$250,000       | tbd       |
| Public Halls           | 10726830         | Boort Memorial Hall                         | Godfrey Street Boort                   | 5           | Council Owned Freehold  | \$1,907,160     | 1         |
| Public Halls           |                  | Borong Public Hall                          |  | 8           | COM   | \$250,000       | tbd       |
| Public Halls           | 31104200         | Bridgewater Mechanics Institute             | Eldon Street Bridgewater               | 7           | LSC Controlled Crown Land                                     | \$959,605       | tbd       |
| Public Halls           | 25901950         | Calivil Recreation Reserve Hall             | Prairie West Road Calivil              | 7           | Community Assets on Crown Land Insured by LSC                 | \$650,000       | tbd       |
| Public Halls           | 38301810         | Campbells Forest Public Hall                | Loddon Valley Highway Campbells Forest | 7           | Council Owned Freehold  | \$301,610       | tbd       |
| Public Halls           |                  | Derby Public Hall                           |  | 9           | COM   | \$50,000        | tbd       |
| Public Halls           |                  | Dingee Memorial Hall                        |  | 7           | COM   | \$250,000       | tbd       |
| Public Halls           |                  | Durham Ox Hall                              |  | 7           | COM   | \$250,000       | tbd       |
| Public Halls           |                  | Eddington Public Hall                       |  | 4           | Community Assets on Crown Reserve managed by Private Trustees | \$500,000       | tbd       |
| Public Halls           |                  | Fentons Creek Hall                          |  | 7           | COM   | \$55,000        | tbd       |
| Public Halls           | 52838800         | Inglewood Town Hall                         | Verdon Street Inglewood                | 6           | LSC Controlled Crown Land                                     | \$2,240,670     | 1         |
| Public Halls           |                  | Jarklin Public Hall                         |  | 4           | COM   | \$250,000       | tbd       |

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| Buildings             |                  |                                    |                              |             |   |                 |           |
|-----------------------|------------------|------------------------------------|------------------------------|-------------|---|-----------------|-----------|
| Schedule of Buildings |                  |                                    |                              |             |   |                 |           |
| Asset Grp             | Property Numbers | Description                        | Location                     | Cond Rating | Status  | Replacm't Value | Hierarchy |
| Public Halls          | 64003000         | Korong Vale Mechanics Institute    | Allen Street Korong Vale     | 7           | Council Owned Freehold  | \$531,320       | tbd       |
| Public Halls          |                  | Laanecoorie Public Hall            |                              | 6           | COM   | \$250,000       | tbd       |
| Public Halls          | 15406300         | Mysia School Hall                  | Days Rd Mysia                | 7           | Council Owned Freehold  | \$100,000       | tbd       |
| Public Halls          | 45608210         | Newbridge Public Hall              | Burke Street Newbridge       | 1           | Council Owned Freehold  | \$701,270       | 1         |
| Public Halls          |                  | Powlett Hall                       |                              | 7           | COM   | \$100,000       | tbd       |
| Public Halls          | 26110210         | Pyramid Hill Public Hall           | Kelly Street Pyramid Hill    | 5           | Council Owned Freehold  | \$1,940,280     | 1         |
| Public Halls          |                  | Rheola Hall                        |                              | 6           | COM   | \$250,000       | tbd       |
| Public Halls          |                  | Serpentine Public Hall             |                              | 3           | COM   | \$500,000       | tbd       |
| Public Halls          |                  | Tarnagulla Public Hall             |                              | 6           | COM   | \$500,000       | tbd       |
| Public Halls          |                  | Wedderburn Public Hall             |                              | 7           | Community Assets on Crown Reserve managed by Private Trustees | \$1,125,000     | 1         |
| Public Halls          |                  | Woodstock Public Hall              |                              | 5           | COM   | \$80,000        | tbd       |
| Public Halls          | 10604610         | Yando Public Hall                  | Boort-Yando Rd Yando         | 7           | Council Owned Freehold  | \$202,580       | tbd       |
| Public Halls          |                  | Yarrawalla Community Centre        | Yarrawalla Sth Rd Yarrawalla | 3           | COM   | \$500,000       | tbd       |
| Public Toilets        | 10726860         | Boort Nolens Park Amenities Block  | Godfrey Street Boort         | 5           | LSC Controlled Crown Land                                     | \$250,000       | 1         |
| Public Toilets        | 10718910         | Boort Court House Public Toilets   | Godfrey Street Boort         | 5           | LSC Controlled Crown Land                                     | \$361,100       | 1         |
| Public Toilets        | 10726840         | Boort Memorial Hall Public Toilets | Godfrey Street Boort         | 8           | Council Owned Freehold  | \$84,150        | 4         |
| Public Toilets        |                  | Boort Sailing Club Toilets         | Boort                        | 5           | LSC controlled crown land                                     | \$25,000        | 2         |
| Public Toilets        | 31107300         | Bridgewater Public Toilets         | Main Street Bridgewater      | 2           | Council Owned Freehold  | \$105,100       | 1         |
| Public Toilets        |                  | Dingee Progress Park Toilets       | Dingee                       | 4           | LSC Controlled Crown Land                                     | \$25,000        | 1         |

## Appendices

| Buildings             |                  |   |   |             |   |                 |           |
|-----------------------|------------------|---|---|-------------|---|-----------------|-----------|
| Schedule of Buildings |                  |   |   |             |   |                 |           |
| Asset Grp             | Property Numbers | Description                                     | Location                                      | Cond Rating | Status  | Replacm't Value | Hierarchy |
| Public Toilets        |                  | Eddington Public Toilets                        | Eddington                                     | 1           | Community Assets on Crown Reserve managed by Private Trustees | \$80,000        | 3         |
| Public Toilets        |                  | Inglewood Botanic Gardens Public Toilets        | Botanic Gardens Inglewood                     | 6           | Loddon Shire I controlled crown land                          | \$25,000        | 2         |
| Public Toilets        |                  | Inglewood Sports Centre Public Toilets          | Sports Centre Inglewood                       | 5           | LSC Controlled Crown Land                                     | \$35,000        | 4         |
| Public Toilets        | 5283880          | Inglewood Town Hall Public Toilets              | Verdon Street Inglewood                       | 6           | LSC Controlled Crown Land                                     | \$150,000       | 1         |
| Public Toilets        |                  | Korong Vale Public Toilets                      | Allen Street Korong Vale                      | 6           | Council Owned Freehold  | \$30,000        | 3         |
| Public Toilets        |                  | Laanecoorie Brownbill Res Public Toilets        | Brownbill Res Laanecoorie                     | 4           | LSC Controlled Crown Land                                     | \$25,000        | 2         |
| Public Toilets        |                  | Laanecoorie Franklin Chaplin Res Public Toilets | Franklin Chaplin Res Eddington Laanecoorie Rd | 9           | LSC Controlled Crown Land                                     | \$10,000        | 2         |
| Public Toilets        |                  | Mitiamo Pool/public Toilets                     | Glossop St Mitiamo                            | 5           | Community assets on crown land                                | \$111,750       | 2         |
| Public Toilets        |                  | Newbridge Public Toilets                        | Newbridge                                     | 1           | Council Owned Freehold  | \$40,000        | 1         |
| Public Toilets        | 26115420         | Pyramid Hill Public Toilets                     | Kelly Street Pyramid Hill                     | 3           | Council Owned Freehold  | \$50,000        | 1         |
| Public Toilets        |                  | Pyramid Hill Rec Toilets                        | Gladfield Rd Pyramid Hill                     | 6           | Community asset on crown land                                 | \$20,000        | 4         |
| Public Toilets        |                  | Pyramid Hill Reserve Public Toilets             | Hill reserve Pyramid                          | 5           | Council controlled crown land                                 | \$66,000        | 2         |
| Public Toilets        | 32901360         | Serpentine Public Toilets                       | TJ Rudkins Reserve Peppercorn Way Serpentine  | 8           | LSC Controlled Crown Land                                     | \$103,200       | 1         |
| Public Toilets        | 47009910         | Tarnagulla Public Toilets                       | Commercial Road Tarnagulla                    | 6           | Council Owned Freehold  | \$49,400        | 1         |

## Appendices

| Buildings             |                  |                                       |                                    |             |   |                 |           |
|-----------------------|------------------|---------------------------------------|------------------------------------|-------------|---|-----------------|-----------|
| Schedule of Buildings |                  |                                       |                                    |             |   |                 |           |
| Asset Grp             | Property Numbers | Description                           | Location                           | Cond Rating | Status  | Replacm't Value | Hierarchy |
| Public Toilets        | 67723450         | Wedderburn Jacka Park Public Toilets  | Chapel Street Wedderburn           | 1           | Council Owned Freehold                        | \$398,400       | 1         |
| Rec Res Buildings     |                  | Arnold Cricket Reserve                |                                    | 1           | Community Assets on Crown Land                | \$160,520       |           |
| Rec Res Buildings     |                  | Bears Lagoon Tennis                   | Loddon Valley highway Bears Lagoon | 4           | Community Assets on Crown Land                | \$50,000        |           |
| Rec Res Buildings     | 10714300         | Boort Bowling Clubrooms               | Godfrey Street Boort               | 4           | LSC Controlled Crown Land                     | \$629,770       |           |
| Rec Res Buildings     | 10710725         | Boort Croquet Clubrooms               | Lake View Street Boort             | 5           | LSC Controlled Crown Land                     | \$144,100       |           |
| Rec Res Buildings     |                  | Boort Gun Club                        | BoortPyramid Rd Boort              | 6           | Community Assets on Crown Land                | \$20,000        |           |
| Rec Res Buildings     |                  | Boort Pk                              | Malone St Boort                    | 6           | Community assets on other land                | \$100,000       |           |
| Rec Res Buildings     | 10739700         | Boort Sailing Clubrooms               | Ring Road Boort                    | 4           | LSC Controlled Crown Land                     | \$75,600        |           |
| Rec Res Buildings     |                  | Boort Ski Club                        | BoortPyramid Rd Boort              | 4           | LSC Controlled Crown Land                     | \$35,000        |           |
| Rec Res Buildings     | 10714200         | Boort Tennis Clubrooms                | Godfrey Street Boort               | 4           | LSC Controlled Crown Land                     | \$706,000       |           |
| Rec Res Buildings     |                  | Bridgewater Bowling Club              | Main St Bridgewater                | 4           | Community Assets on freehold                  | \$50,000        |           |
| Rec Res Buildings     |                  | Bridgewater Golf Club                 |                                    | 8           | Community Assets on Crown Land                | \$10,000        |           |
| Rec Res Buildings     | 31115800         | Bridgewater Rec Reserve (4 Buildings) | Main Street Bridgewater            | 1           | Community Assets on Crown Land Insured by LSC | \$762,373       |           |
| Rec Res Buildings     |                  | Calivil North Tennis Club             | North Boundary Rd Calivil          | 7           | Community Assets on Crown Land                | \$50,000        |           |
| Rec Res Buildings     |                  | Calivil Recreation Reserve            | Prairie West Rd Calivil            | 6           | Community Assets on Crown Land                | \$11,500        |           |

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| Buildings             |                  |   |                                       |             |  |                 |           |
|-----------------------|------------------|---|---------------------------------------|-------------|--|-----------------|-----------|
| Schedule of Buildings |                  |   |                                       |             |  |                 |           |
| Asset Grp             | Property Numbers | Description                               | Location                              | Cond Rating | Status                                     | Replacm't Value | Hierarchy |
| Rec Res Buildings     |                  | Dingee Recreation Reserve, Bowls & Tennis | Dingee Rochester Rd Dingee            | 6           | Community Assets on Crown Land             | \$70,000        |           |
| Rec Res Buildings     |                  | Durham Ox Recreation Reserve              | Loddon Valley Hwy Durham Ox           | 5           | Community Assets on Crown Land             | \$30,000        |           |
| Rec Res Buildings     |                  | Eddington Golf Course                     | Playfair St Eddington                 | 5           | Community Assets on Crown Land             | \$20,000        |           |
| Rec Res Buildings     |                  | Inglewood Bowling Greens                  | Market St Inglewood                   | 4           | Community Assets on Crown Land             | \$166,419       |           |
| Rec Res Buildings     |                  | Inglewood Golf Course                     | Calder Highway Inglewood              | 1           | Community Assets on Crown Land             | \$250,000       |           |
| Rec Res Buildings     | 52335400         | Inglewood Recreation Reserve Buildings    | Grant Street Inglewood                | 2           | Council Owned Freehold                     | \$1,629,500     |           |
| Rec Res Buildings     | 52830400         | Inglewood Riding Clubrooms                | Borong St Inglewood                   | 3           | Council Owned Freehold                     | \$146,070       |           |
| Rec Res Buildings     |                  | Kingower Cricket Rec Reserve              | Gillespie Rd Kingower                 | 5           | Community Assets on Crown Land             | \$50,000        |           |
| Rec Res Buildings     |                  | Korong Vale Golf Course                   | Korong Vale Kinypanial Rd Korong Vale | 5           | Community asset on Crown land and freehold | \$40,000        |           |
| Rec Res Buildings     | 64008700         | Korong Vale Recreation Reserve Buildings  | Off Vernon Street Korong Vale         | 2           | Council Owned Freehold                     | \$911,310       |           |
| Rec Res Buildings     |                  | Mitiamo Golf Course                       | Sylvaterre Timms Lake Rd Mitiamo      | 6           | Community asset on Crown land and freehold | \$30,000        |           |
| Rec Res Buildings     | 25104510         | Mitiamo Recreation Reserve Buildings      | Glossop St Mitiamo                    | 1           | Council Owned Freehold                     | \$1,098,360     |           |
| Rec Res Buildings     |                  | Newbridge Recreation Reserve              | Wimmera Highway Newbridge             | 8           | Community Assets on Crown Land             | \$210,000       |           |
| Rec Res Buildings     |                  | Pyramid Hill Bowling Club                 | Victoria St Pyramid Hill              | 5           | Community Asset on Community Freehold      | \$200,000       |           |

## Appendices

| Buildings             |                  |  |  |             |   |                 |           |
|-----------------------|------------------|--|--|-------------|---|-----------------|-----------|
| Schedule of Buildings |                  |  |  |             |   |                 |           |
| Asset Grp             | Property Numbers | Description  | Location                                   | Cond Rating | Status                                    | Replacm't Value | Hierarchy |
| Rec Res Buildings     |                  | Pyramid Hill Fire Brigade Track                          | Abattoirs Rd Pyramid Hill                  | 5           | Council Owned Freehold                    | \$20,000        |           |
| Rec Res Buildings     | 24900200         | Pyramid Hill Golf Club Pavilion                          | Leitchville-Pyramid Hill Road Pyramid Hill | 7           | LSC Controlled Crown Land                 | \$697,125       |           |
| Rec Res Buildings     |                  | Pyramid Hill Mitchell Pk                                 | Gladfield Rd Pyramid Hill                  | 5           | Community Assets on Crown Land            | \$220,000       |           |
| Rec Res Buildings     |                  | Pyramid Hill Quarter Horse Club                          | Leitchville Pyramid Rd Pyramid Hill        | 5           | LSC Controlled Crown Land                 | \$20,000        |           |
| Rec Res Buildings     |                  | Pyramid Hill Tennis Courts                               | Abattoirs Rd Pyramid Hill                  | 7           | Council Owned Freehold                    | \$30,000        |           |
| Rec Res Buildings     |                  | Rheola Pioneers Memorial Park                            | Inglewood Rheola Rd Rheola                 | 7           | Community Assets on Crown Land            | \$46,400        |           |
| Rec Res Buildings     |                  | Serpentine Recreation Reserve                            | Chapel St Serpentine                       | 7           | Community Assets on Crown Land            | \$50,000        |           |
| Rec Res Buildings     | 32903550         | Serpentine Bowls and Tennis Pavilion Serpentine          | Loddon Valley Highway Serpentine           | 3           | Council Owned Freehold                    | \$691,525       |           |
| Rec Res Buildings     |                  | Tarnagulla Golf Course                                   | Gladstone St Tarnagulla                    | 4           | LSC Controlled Crown Land                 | \$159,115       |           |
| Rec Res Buildings     |                  | Tarnagulla Recreation Reserve                            | Wayman St Tarnagulla                       | 5           | Community Assets on Crown Land            | \$210,000       |           |
| Rec Res Buildings     | 67717800 &       | Wedderburn Donaldson Park 18 buildings                   | Chapel Street Wedderburn                   | 3           | Council Owned Freehold                    | \$2,506,495     |           |
| Rec Res Buildings     | 67717925         | Wedderburn Bowls & Tennis                                | Chapel Street Wedderburn                   | 3           | Council Owned Freehold                    | \$1,245,600     |           |
| Rec Res Buildings     |                  | Wedderburn Golf Course                                   | Boort Wedderburn Rd Wedderburn             | 4           | Community Assets on freehold & crown land | \$120,000       |           |
| Rec Res Buildings     | 67748530         | Wedderburn Market Square Cricket Clubrooms (3 Buildings) | Racecourse Road Wedderburn                 | 4           | LSC Controlled Crown Land                 | \$110,575       |           |

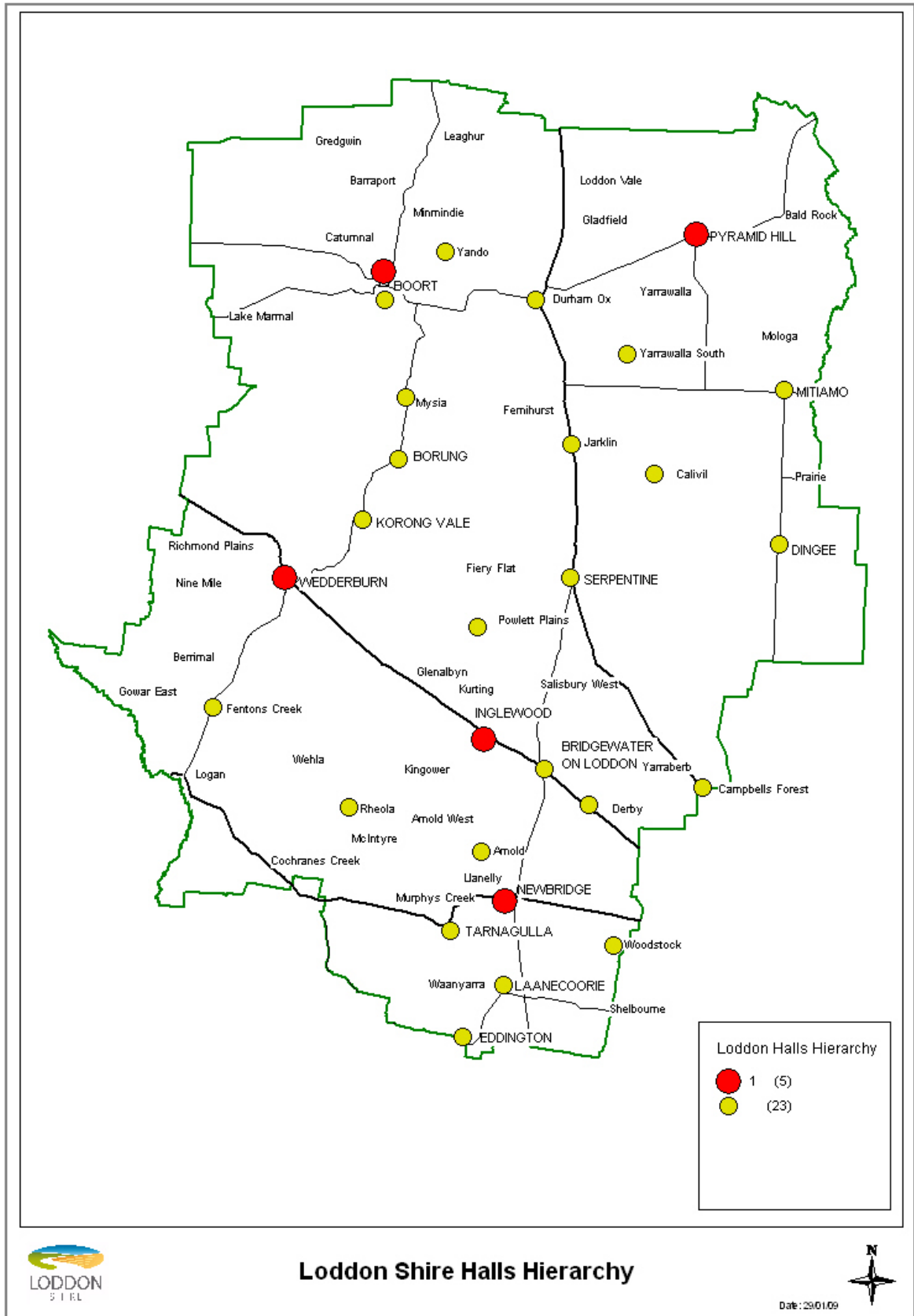


## Appendices

| Buildings             |                  |  |  |             |   |                 |           |
|-----------------------|------------------|--|--|-------------|---|-----------------|-----------|
| Schedule of Buildings |                  |  |  |             |   |                 |           |
| Asset Grp             | Property Numbers | Description                            | Location   | Cond Rating | Status  | Replacm't Value | Hierarchy |
| Rec Res Buildings     |                  | Woodstock Recreation Reserve           | Newbridge Rd Woodstock                             | 4           | Community Assets on Crown Land                | \$200,000       |           |
| Rec Res Buildings     |                  | Woodstock West Tennis Courts           | Comers Rd Woodstock West                           | 8           | Community Assets on Crown Land                | \$10,000        |           |
| Rec Res Buildings     |                  | Yarrowalla Recreation Reserve & Tennis | Yarrowalla Sth Rd Yarrowalla                       | 5           | Community Assets on Crown Land                | \$4,688         |           |
| Rec Res Buildings     |                  | Yarrowalla Sth Tennis                  | Yarrowalla Sth Rd Yarrowalla                       | 5           | Council Owned Freehold                        | \$50,000        |           |
| Staff Housing         | 36503500         | Serpentine House                       | 12 Tresise Street Serpentine                       | 6           | Council Owned Freehold                        | \$176,250       |           |
| Staff Housing         | 36503600         | Serpentine House                       | 8 Tresise Street Serpentine                        | 6           | Council Owned Freehold                        | \$245,050       |           |
| Staff Housing         | 67724900         | Wedderburn House                       | 101 High Street Wedderburn                         | 6           | Council Owned Freehold                        | \$215,375       |           |
| Senior Citizens Crs   | 10600600         | Boort Senior Citizens Centre           | Godfrey Street Boort                               | 4           | Council Owned Freehold                        | \$557,040       |           |
| Senior Citizens Crs   | 25901950         | Calivil Senior Citizens Centre         | Calivil Recreation Reserve Prairie West Rd Calivil | 1           | Community Assets on Crown Land Insured by LSC | \$500,000       |           |
| Senior Citizens Crs   | 52814200         | Inglewood Senior Citizens Centre       | 75/75A Grant Street Inglewood                      | 2           | Council Owned Freehold                        | \$750,000       |           |
| Senior Citizens Crs   | 26115410         | Pyramid Hill Senior Citizens Centre    | McKay Street Pyramid Hill                          | 2           | Council Owned Freehold                        | \$499,000       |           |
| Senior Citizens Crs   | 67717010         | Wedderburn Senior Citizens Centre      | Kerr Street Wedderburn                             | 5           | Council Owned Freehold                        | \$759,940       |           |
|                       |                  |  |  |             | Total   | \$58,396,991    |           |

### 13.2 Appendix 2 - Location of Public Halls

The plan shows the location of all public halls within the municipality.



Appendices

**13.3 Appendix 3 Standards**

**13.3.1 Depots**

| Depot Standards                     |                          |                       |                           |                        |           |
|-------------------------------------|--------------------------|-----------------------|---------------------------|------------------------|-----------|
| Functional Components               | Hierarchy                |                       |                           |                        |           |
|                                     | 1<br>Central Works Depot | 2<br>Area Works Depot | 3<br>Sub-area Works Depot | 4<br>Minor Works Depot | SES Depot |
| Employee Parking                    | √                        | √                     | √                         | √                      | √         |
| Security lighting - external        | √                        | √                     | √                         | √                      | √         |
| WC urinals                          | √                        | √                     | √                         | √                      | √         |
| Accessible WC                       | √                        |                       |                           |                        |           |
| Showers                             | √                        | √                     |                           |                        | √         |
| Lunch/ meeting room                 | √                        | √                     |                           |                        | √         |
| Food storage                        | √                        | √                     |                           |                        |           |
| Food Heating                        | √                        |                       |                           |                        |           |
| Sitting/ dining furniture           | √                        | √                     |                           |                        | √         |
| Team Leaders office                 | √                        | √                     |                           |                        | √         |
| Storeman's Office                   | √                        |                       |                           |                        |           |
| Mechanics Office                    | √                        |                       |                           |                        |           |
| Chemical storage                    | √                        | √                     |                           |                        | √         |
| Bitumen storage                     | √                        | √                     | √                         | √                      |           |
| Stores storage                      | √                        | √                     | √                         | √                      | √         |
| Workshop                            | √                        |                       |                           |                        |           |
| Fuel storage & dispensing equipment | √                        | √                     | √                         | √                      | √         |
| Sign storage                        | √                        | √                     | √                         | √                      |           |
| Equipment storage                   | √                        | √                     | √                         | √                      | √         |
| Plant parking                       | √                        | √                     | √                         | √                      | √         |

**13.3.2 Preschool and Maternal and Child Health**

| Preschool & Maternal and Child Health Centres      |                |                |          |
|--|----------------|----------------|----------|
| Functional Components                              | Hierarchy      |                |          |
|  | 1<br>Preschool | 2<br>Preschool | 1<br>MCH |
| Car Parking  | √              | √              | √        |
| Foyer  | √              | √              |          |
| Admin & staff room                                 | √              | √              | √        |
| Waiting room                                       |                |                | √        |
| Consulting Room                                    |                |                | √        |
| Children's room(s)                                 | √              | √              |          |
| Sleeping arrangements                              |                |                |          |
| Toilets including handwashing facilities           | √              | √              | √        |
| Child toilets                                      | √              | √              |          |
| Nappy change                                       |                |                | √        |
| Kitchen with food storage & preparation facilities | √              | √              | √        |
| Storage for activity & play equipment, etc         | √              | √              | √        |
| Refrigerated storage for vaccines                  |                |                | √        |
| Shaded outdoor space & playground.                 | √              | √              |          |
| Security fencing                                   | √              | √              |          |

**13.3.3 Hall Standards**

| Public Hall Standards        |   |   |  |   |
|------------------------------|---|---|--|---|
|                              |   | Hierarchy                                       |  |   |
|                              |   | 1   | 2  | 3   |
| Functional Components        |   | Major Town Hall                                 | Community Hall                                   | Minor District Hall                                     |
| Parking                      |   | Sealed car parking                              | Informal car parking                             | Future standard determined by external funding obtained |
| Security lighting - external |   | √   |  |   |
| Foyer/ reception             |   | √   |  |   |
| Toilets                      | indoor/ outdoor                         | indoor  | indoor   |   |
|                              | M WC                                    | yes #s to minimum requirements of building code | yes #s to minimum requirements of building code  |   |
|                              | F WC                                    | yes #s to minimum requirements of building code | yes #s to minimum requirements of building code  |   |
|                              | Accessible WC                           | √   | √  |   |
| Stage                        | stage                                   | stage with lighting                             | basic stage                                      |   |
|                              | theatre curtain                         | √   | √  |   |
| Dressing (ante) rooms        |   | √   | √  |   |
| Storage for furniture etc    |   | √   | √  |   |
| Auditorium                   | Size                                    | Replacement size based on demonstrated demand   | Replacement size based on demonstrated demand    |   |
|                              | Theatre acoustics                       | √   |  |   |
|                              | controlled lighting                     | theatre style lighting                          |  |   |
|                              | Public Address System                   | √   |  |   |
|                              | Permanent Heating                       | √   |  |   |
|                              | Permanent Cooling                       | √   |  |   |
| Kitchen                      | Cooking and food preparation facilities | √   | √  |   |
|                              | Food storage facilities                 | √   | √  |   |
| Access Ramps                 |   | yes permanent                                   | temporary portable available for specific events |   |

**13.3.4 Public Toilets**

| Public Toilet Standards                     |               | Hierarchy |   |   |  |
|---|---------------|-----------|---|---|--|
| Standard                                    |               | 1         | 2 | 3 | 4                                      |
| Good external lighting                      | Presentation  | √         | √ | √ | Standard for primary facility serviced |
| Structure in good condition                 | Presentation  | √         | √ |   |  |
| Mirrors provided                            | Presentation  | √         | √ |   |  |
| Tiled floor provided                        | Presentation  | √         | √ |   |  |
| Modern exterior                             | Presentation  | √         | √ |   |  |
| Well landscaped                             | Presentation  | √         | √ |   |  |
| Clear identification signage e.g. 'men'     | Accessibility | √         | √ | √ |  |
| Good directional signage                    | Accessibility | √         | √ | √ |  |
| Good connecting path ways                   | Accessibility | √         | √ | √ |  |
| Close to car park                           | Accessibility | √         | √ |   |  |
| Good layout                                 | Accessibility | √         | √ |   |  |
| Private lockable cubicles                   | Safety        | √         | √ | √ |  |
| Internal lighting - artificial              | Safety        | √         | √ | √ |  |
| Internal lighting - natural (skylights etc) | Safety        | √         | √ | √ |  |
| Fully roofed facility                       | Safety        | √         | √ | √ |  |
| Level floors for safe access                | Safety        | √         | √ | √ |  |
| Accessible WC provided                      | Safety        | √         | √ |   |  |
| Syringe disposal                            | Safety        | √         | √ |   |  |
| Hand wash facilities                        | Functionality | √         | √ | √ |  |
| Hand drying                                 | Functionality | √         | √ |   |  |
| Plumbing fittings/ system in good condition | Functionality | √         | √ |   |  |
| Sufficient closets                          | Functionality | √         | √ |   |  |
| Baby change facilities provided             | Functionality | √         | √ |   |  |
| Soap in dispensers provided                 | Functionality | √         | √ |   |  |
| Sufficient toilet paper                     | Mtce/Ops      | √         | √ | √ |  |
| Litter bins                                 | Mtce/Ops      | √         | √ | √ |  |
| Regular cleaning                            | Mtce/Ops      | √         | √ | √ |  |
| No graffiti                                 | Mtce/Ops      | √         | √ |   |  |
| Sanitary disposal                           | Mtce/Ops      | √         | √ |   |  |
| Maintenance signing with contacts displayed | Mtce/Ops      | √         | √ |   |  |

## Appendices

### 13.3.5 Recreation Buildings

| Recreation Building - Standards |                   |       |         |         |          |         |        |                     |      |              |              |                 |          |                      |                   |         |
|---------------------------------|-------------------|-------|---------|---------|----------|---------|--------|---------------------|------|--------------|--------------|-----------------|----------|----------------------|-------------------|---------|
| Functional Component            | Sporting Activity |       |         |         |          |         |        |                     |      |              |              |                 |          |                      |                   |         |
|                                 | Tennis            | Bowls | Cricket | Croquet | Football | Netball | Hockey | Basket Ball ~indoor | Golf | Horse Riding | Road Cycling | Boating Sailing | Shooting | Annual Picnic Sports | Trotting training | Ag Show |
| Change rooms, showers, toilets  |                   |       |         |         | √        | √       | √      | √                   |      |              |              |                 |          |                      |                   |         |
| Umpires Room, toilet, shower    |                   |       |         |         | √        | √       | √      | √                   |      |              |              |                 |          |                      |                   |         |
| Participant Toilets             | √                 | √     | √       | √       |          |         |        |                     | √    | √            | √            | √               | √        | √                    | √                 |         |
| Spectator Toilets               |                   |       |         |         | √        | √       | √      | √                   |      |              |              | √               |          | √                    |                   | √       |
| Accessible Public Toilets       |                   | √     |         |         | √        |         |        | √                   |      |              |              | √               | √        | √                    |                   | √       |
| Indoor sports court             |                   |       |         |         |          |         |        | √                   |      |              |              |                 |          |                      |                   |         |
| Food Preparation Area           | √                 | √     | √       | √       | √        | √       | √      | √                   | √    | √            | √            | √               | √        | √                    |                   | √       |
| Food Storage                    | √                 | √     | √       | √       | √        | √       | √      | √                   | √    | √            | √            | √               | √        | √                    |                   | √       |
| Dining, meeting Area            | √                 | √     | √       | √       | √        | √       | √      | √                   | √    | √            | √            | √               | √        | √                    |                   | √       |
| Storage                         | √                 | √     | √       | √       | √        | √       | √      | √                   | √    | √            | √            | √               | √        | √                    |                   | √       |
| Office                          | √                 | √     | √       | √       | √        | √       | √      | √                   | √    |              | √            |                 |          |                      |                   | √       |
| Shaded seating                  | √                 | √     | √       | √       |          |         |        |                     |      |              |              |                 |          | √                    |                   |         |
| Boat storage                    |                   |       |         |         |          |         |        |                     |      |              |              | √               |          |                      |                   |         |
| Stables                         |                   |       |         |         |          |         |        |                     |      | √            |              |                 |          |                      | √                 |         |
| Machinery Shedding              |                   |       |         |         |          |         |        |                     |      |              |              |                 |          |                      |                   |         |
| Exhibition Display shedding     |                   |       |         |         |          |         |        |                     |      |              |              |                 |          |                      |                   | √       |
| Animal Housing                  |                   |       |         |         |          |         |        |                     |      |              |              |                 |          |                      |                   | √       |

### 13.4 Appendix 4 Kindergarten Building and Grounds Maintenance and Repair Guidelines

#### LODDON SHIRE COUNCIL KINDERGARTEN CLUSTER MANAGEMENT BUILDING AND GROUNDS MAINTENANCE AND REPAIR GUIDELINES

The purpose of this document is a guide to the responsibilities relating to the maintenance of kindergarten buildings and their surrounds.

These guidelines are subject to review at the discretion of Council or the kindergarten committees. Items not covered in the guidelines should be discussed with Council on an individual kindergarten basis. In the first instance all enquiries regarding concerns are to be directed to the Community Services Manager

| ITEM                                | COUNCIL   | COMMITTEE   |
|-------------------------------------|---|---|
| Air cooling and heating<br>Fixtures | Replace and repair when required<br>Scheduled cleaning- of filters  | Payment of all gas and/or electricity accounts  |
| Building and land alteration        | Alterations/repairs to ensure compliance with regulations or guidelines   | Determine, in consultation, requests for building and land alteration land alteration<br>No works are to be carried out without specific Council permits and written approval sought from Council (see Instrument of Delegation tool) |
| Ceilings and walls                  | Major repair and replacement due to structural faults   | Cleaning as required  |
| Cleaning                            | Routine cleaning according to each committee's preference e.g... Some committees employ a cleaner/others have parent help | Provision of equipment and consumable supplies<br>Assistance with end of term clean up of centre<br>Costs incurred to industrial cleaning if indicated  |
| Curtains and blinds                 |   | Regular cleaning and repair<br>Replacement of fixtures  |
| Doors (including cupboard doors)    | Repair and/or replacement if major and or structural damage<br>Repairs on all external doors                              | Regular cleaning or repair of minor damage<br>Minor adjustments   |
| Electrical wiring and fittings      | Repair or replace as required   |   |
| Fences                              | Repair or replace as required to ensure   | Minor pairs   |



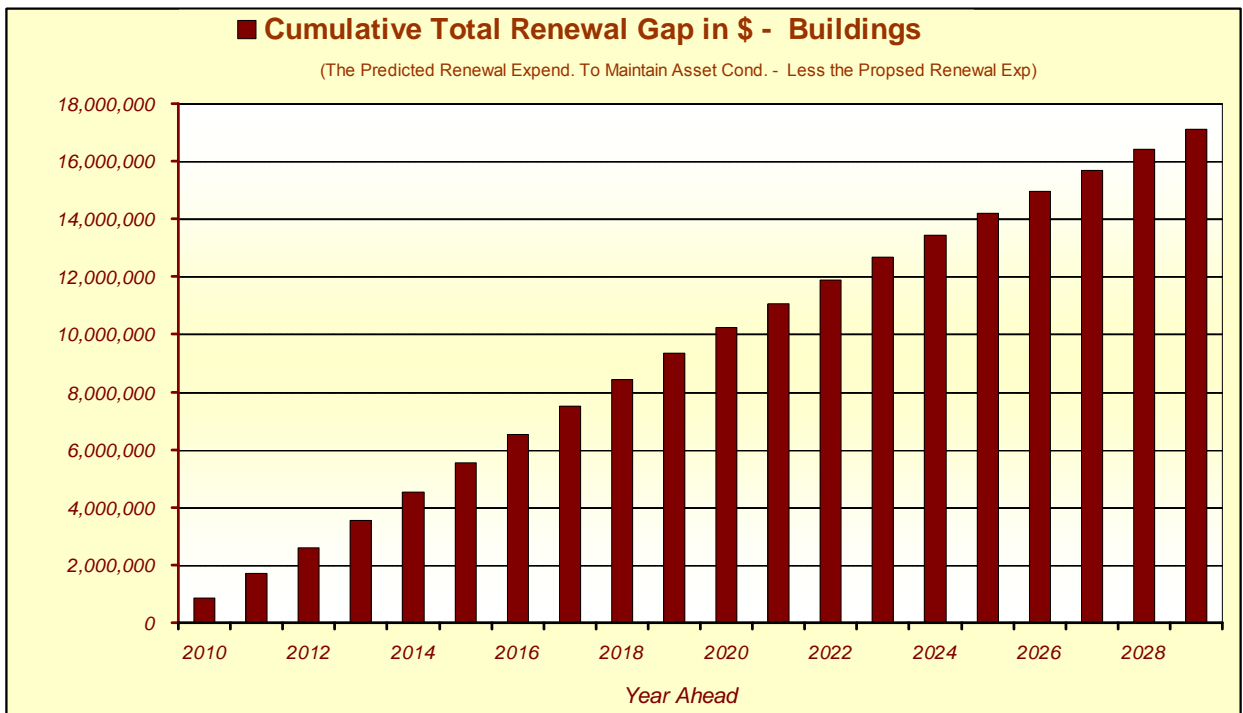
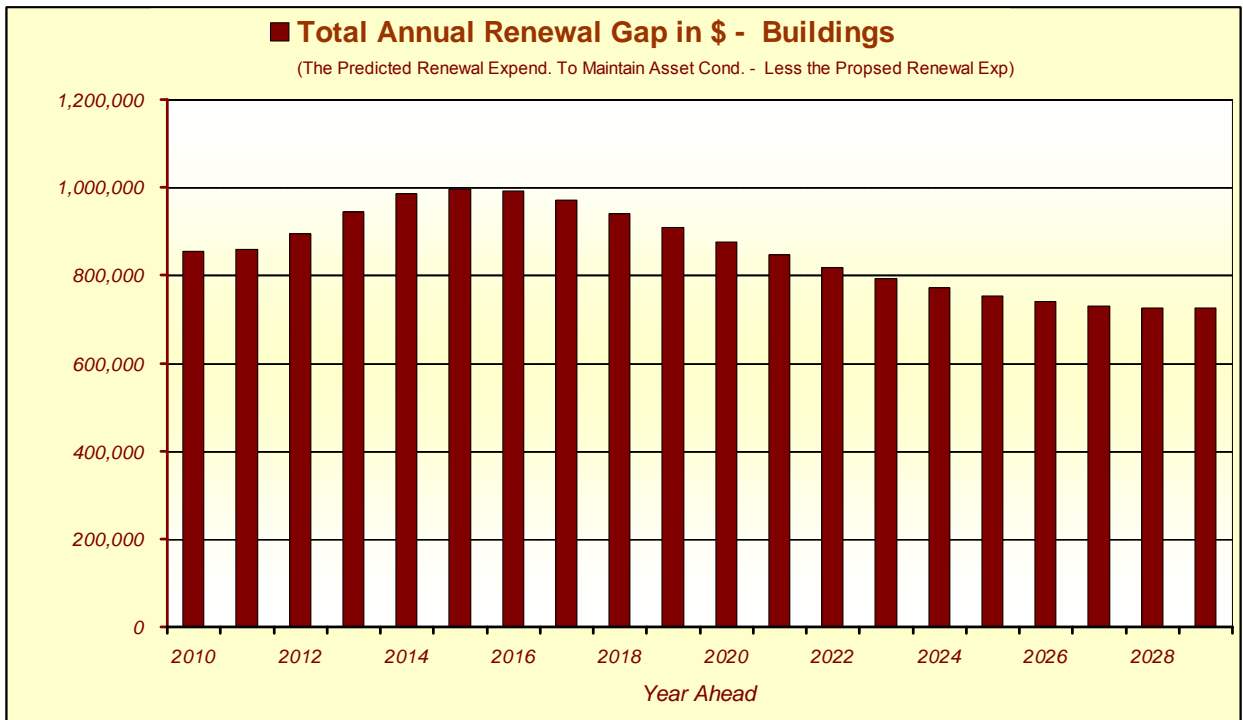
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| ITEM  | COUNCIL   | COMMITTEE   |
|---|---|---|
|   | meeting Australian standards  |   |
| Fire extinguishers                                      | Annual inspection and maintenance   |   |
| Floor surfaces and coverings                            | Initial provision<br>Renew or replacement of fittings   | Responsibility for general cleaning and upkeep  |
| Fly screens   | Seeks Council's permission for major<br>Replacement   | Maintain  |
| Glass (windows)   | To replace if breakage occurs from external<br>source or from mishaps during kindergarten<br>usage              | Maintain and keep clean   |
| Grounds<br>Lawn mowing<br>General garden<br>Maintenance |   | Entry areas: keep all areas clean and swept<br>Mow lawns/seed grassed areas<br>Remove dead foliage<br>Pay all water accounts<br>Remove graffiti                                   |
| Grounds-Paving/concreting                               | Replace if large areas  | Seek Council advice   |
| Grounds-Soft fall and sand                              | Replace   |   |
| Grounds-Sprinkler system                                |   | Maintain & replace hoses & sprinkler systems  |
| Grounds-Trees and garden<br>beds                        | Undertake major pruning/lopping<br>Council approval for replacement of large<br>trees'                          | Undertake minor lopping<br>Replace flowers/bushes/trees   |
| Grounds -Playground<br>equipment(see indoor/outdoor)    | Seek Council approval for replacement of<br>large items of expense'   | Replace and seek advice to ensure meets Australian<br>Standards/children's services regulations<br>Seek whole of Committee approval and kindergarten staff                        |
| Keys and locks  | Council holds key register-all key holders<br>must be registered with Council<br>Repair and replace if required | Committee to be responsible persons if they hold any keys   |
| Indoor play equipment                                   |   | Equipment at Committee's expense and discretion in<br>consultation with kindergarten staff ensuring that purchases<br>meet Australian standards and Children's Safety regulations |
| Insurance   | Council-to incur costs for building and<br>contents insurance   |   |

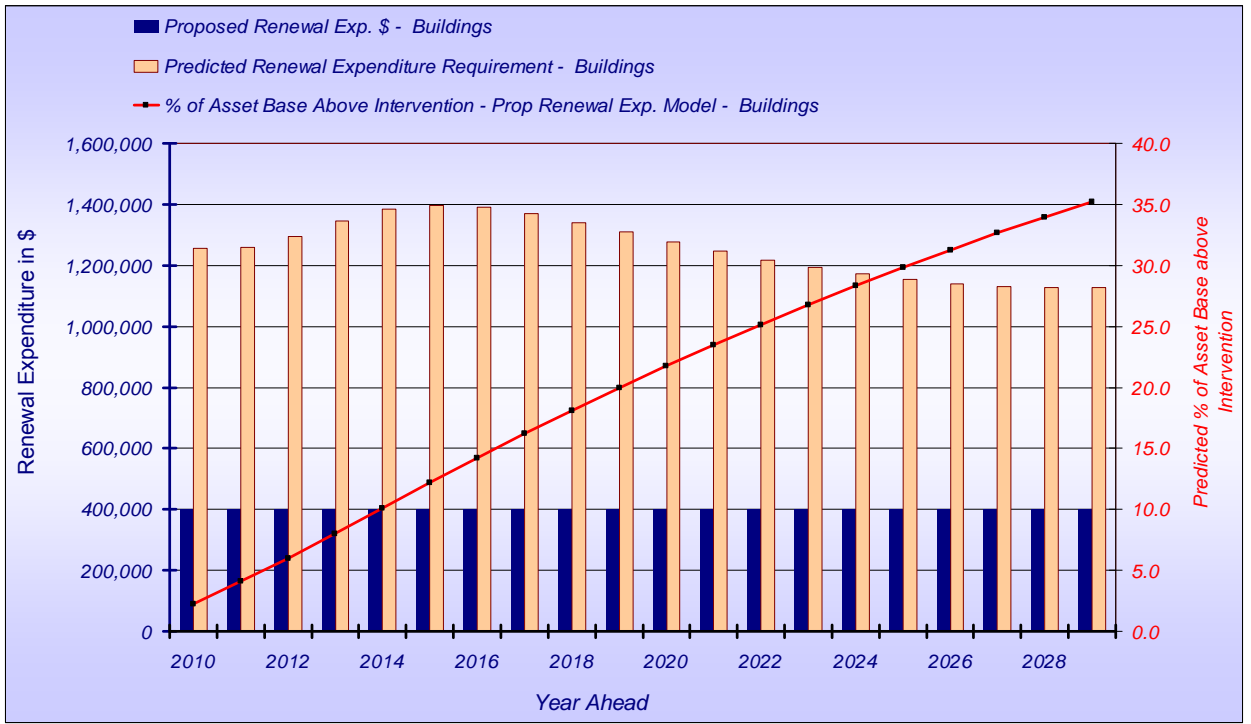
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| ITEM  | COUNCIL  | COMMITTEE  |
|---|--|--|
| Lighting  | Replace fittings if required   | Replace light globes   |
| Outdoor play equipment  | Quarterly inspections<br>Repair and replace at Council discretion and in consultation with kindergarten staff and committee members                            | Equipment at Committee's expense and discretion in consultation with kindergarten staff and Community Services Manager ensuring that purchases meet Australian standards and Children's Safety regulations (see Instrument of Delegation tool) |
| Painting  | Renewal if required to large areas   | Minor painting at Committee's discretion and expense in consultation with Community Services Manager   |
| Permanent fixtures e.g...<br>GUTTERING, DOWNPIPES,<br>H.W.S., BENCHES AND<br>CUPBOARDS, STOVES,<br>CEILING FANS | Repair and replace if required permanent fixtures<br>Cleaning of guttering   | General cleaning<br>Repair (costs) and or replace if damaged by misuse<br>Items supplied by the Committee to be maintained by the Committee Maintain fridge  |
| Pest control  | Major pest control as required   | Minor pest control as required   |
| Plumbing  | Installation, repair and or renewal of all plumbing related fixtures<br>Clearing of any blockages, repairs or works related to drainage<br>Cleaning of gutters | Repair (costs) and or replace if damaged by misuse   |
| Roofs   | Repair or replace as required  |  |
| Skylights   | All maintenance or repair  |  |
| Smoke detectors   | Initial provision  | Repair or replace if required  |
| Telephone   |  | Payment of all accounts including internet access  |

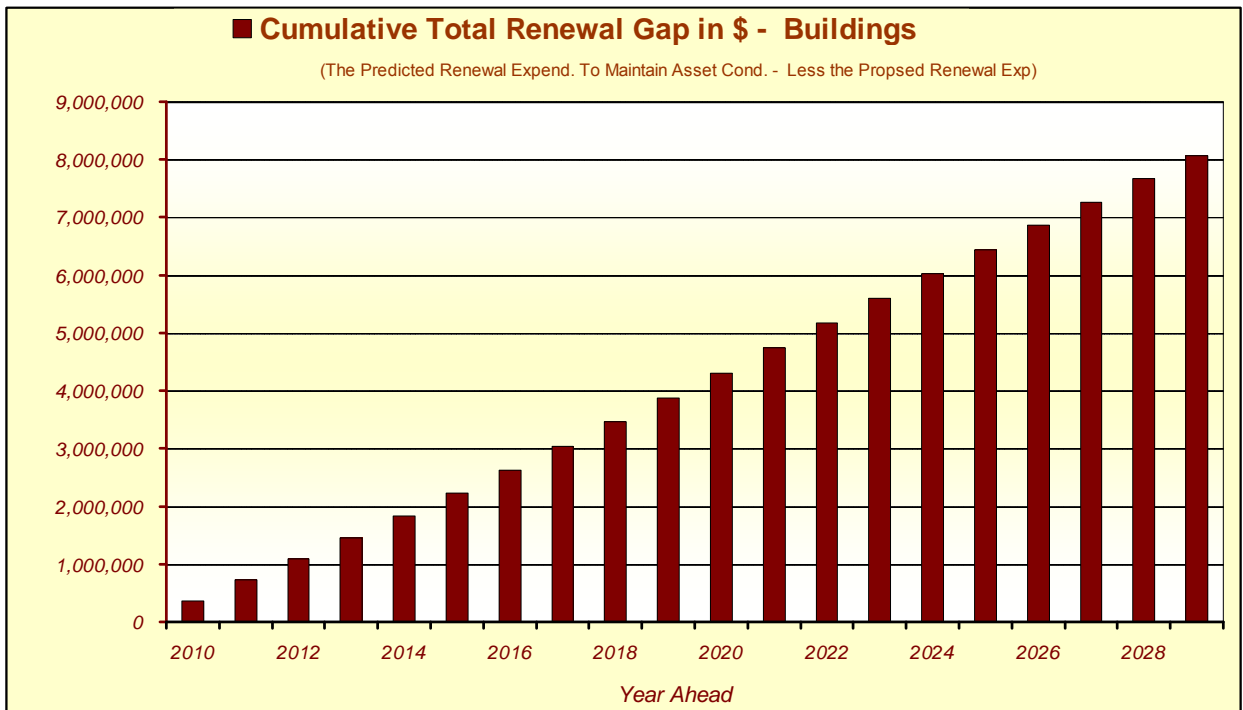
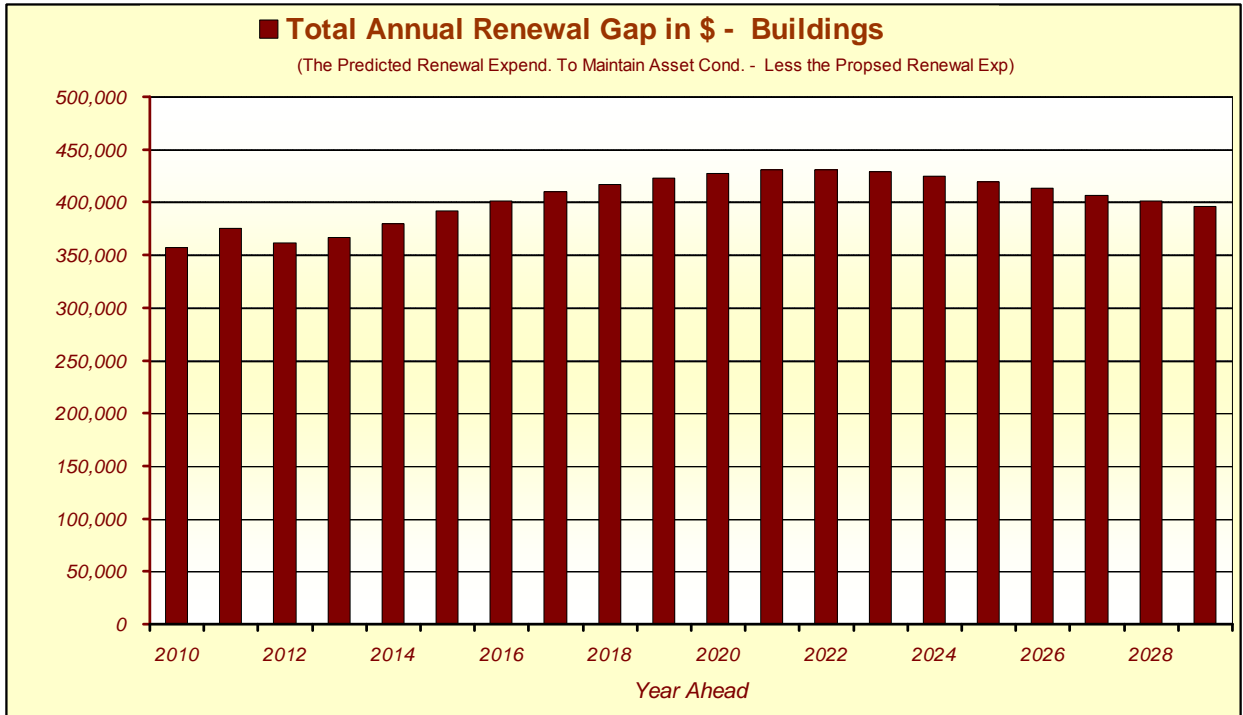
13.5 Appendix 5 Current Building Renewal Graphs



# Appendices



13.6 Appendix 6 Forecast Building Renewal Graphs



Appendices

