



**LEETON SHIRE COUNCIL**

*Preserving the Past, Enhancing the Future*

# **LEETON SHIRE COUNCIL POLICY**

## **BUILDINGS AND STRUCTURES MAINTENANCE MANAGEMENT**

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## Description of the Asset Base

This policy outlines the primary objectives and purpose of a Hazard Based Risk Management Plan as it relates to building and structure assets. The hierarchical structure for the asset class is also established for application within Council’s Asset Management Practices as they relate to buildings and structures.

## Purpose & Objectives

One of the primary responsibilities of Local Government is to provide an acceptable level of service for public assets to its Community within budgetary constraints. This responsibility extends to managing the hazards associated with those assets. This Building & Structures Maintenance Management Policy outlines the process of determining the hazards that may be generated on buildings and structures, by identifying the use, priority and timeframes to be considered when addressing these hazards.

The principle objectives of this Building & Structures Maintenance Management Policy include:

- To provide safe buildings and structures for the public,
- To enable a system of proactive maintenance (where possible),
- To identify areas that require maintenance through a systematic and priorities inspection system,
- To facilitate scheduling and resource allocation where required, and
- To establish a priority system for carrying out maintenance works.

## Scope

This Building & Structures Maintenance Management Policy applies to the entire building and structures network. This includes public amenities, toilets blocks, BBQ shelters, Offices, the ROXY theatre, the Stadium, Sheds, etc. Future iterations of this plan may extend to consider additional assets within this scope as the need arises.

## Function & Hierarchy Rating

As a part Council’s ongoing assessment of Assets under the current Asset Management Plan, a review of the buildings and structures function & hierarchy has been undertaken. Council’s function and hierarchy rating is calculated by simply adding a buildings functional score and hierarchy score together as follows:

$$\text{Function Rating} + \text{Hierarchy Rating} = \text{Function \& Hierarchy Rating}$$

Council’s functional ratings are based upon the intended use for a facility or structure. Table 1 outlines the various groupings available, and the corresponding rating applied to buildings or structures that meet the criteria.

Function	Description & Rating Rationale	Function Rating
Operational	These are buildings or structures that are intended to serve an immediate role within Council’s daily operational needs. They are typically occupied or used frequently by staff.	5

Community Use	Community Use buildings are those which provide a meeting place, entertainment venue, or the like to the public. Examples include, halls, kiosks, sporting amenities, etc. Note; these facilities achieve a higher rating than “Public Amenity” buildings typically because of their higher intensity of use when occupied.	4
Public Amenity	Public Amenity facilities are those which provide convenience, comfort, or the like to members of the public. Examples include public toilets, shade structures, some sheds, statues, etc.	3
Functional	Functional buildings are a sub-set of Operational facilities that are <i>not generally occupied or utilised</i> . They typically house pumps, plant or the like. Defects associated with these facilities are normally reported and by Council officers internally.	2
Public Services	Public Services buildings are those which are provided for the SES and Rural Bushfire Services. Their low functional rating is not designed to reflect their importance, but rather the fact that they are generally managed by the above state entities.	1
Commercial (rented)	These are buildings or facilities that are leased under some form of license, lease, and/or rental agreement. Their low functional rating is not designed to reflect their importance, but rather the fact that they are generally managed by the occupiers.	1

**Table 1- Building Functions Ratings**

Hierarchy is used to further classify buildings and structures (given the wide diversity of facilities within the shire). Hierarchy is typically based upon the importance of the facility to the “Community of Use”. For example; the Murrami Hall could perhaps be of little importance to a resident of Yanco, however, it can be assumed that it is quite important to its “Community of Use” in Murrami. Table 2 briefly describes the hierarchy structure used in defining Council buildings and structures.

Hierarchy	Description & Rating Rationale
4	These are facilities that provide a service to a Community* that could possibly not be provided without said facility. They are quite important to Council’s operations.
3	These buildings and structures generally provide the remaining core services to Council’s operations – but not necessarily tremendously important to the Community in terms of “wants”.
2	These are facilities that provide services to the public (or Council’s operations) that are generally duplicates, or ancillary to, class 3 and 4 buildings.
1	This category assumes the remaining building and structures stock that does not apply to any of the above categories.

0	This category relates to Public Service and Commercially Rented facilities. They are generally managed by the occupants.
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\* Community relates also to a “Community of Use” or similar minority group.

**Table 2 - Building Hierarchy Ratings**

In addition to the above categories, Council also maintains a field of “Occupied or Used”. This is used, obviously, to denote whether the asset is currently being used. This information is used in scheduling inspections further in this plan.

## Inspections

Inspections are a formalised and sometimes independent assessment of sections of the buildings and structures network looking for hazards that may require repair and maintenance. It is carried out with regard to current standards and safety principles, by qualified personnel.

Damage caused to buildings tends to occur over a long timeframe due to low amounts of deformation occurring from their inherent use, the action of tree roots, climatic actions, and movements in the soil. From observation, most building hazards are caused by the aforementioned natural and user associated actions.

### Types of Inspections

There are four (4) types of inspections that Council carries out with respect to hazard identification:

- Routine Inspections
- Supplementary Inspections
- External Inspection Request
- Internal Inspection Request

### *Routine Inspections*

The purpose of these inspections is to identify:

- Those assets that have defects,
- The location of the defect, and
- The severity of the defects.

The above sources of information allow council to gauge and monitor the general condition of the building and structures network. Without this information, it is impossible to have a true and accurate picture of the condition of the network over time and therefore to assess and control the level of risk that council is exposed to.

The inspections are recorded using Computer Software with GPS capabilities. Defects identified during the inspections are to be treated in accordance with this Plan.

### *Supplementary Inspection*

The supplementary inspections are performed in addition to Routine Inspections. These inspections may be performed for the following reasons:

- Following a storm event, flood, bushfire or the like that may increase the degradation of an asset.
- Review / audit of previously completed Routine Inspections
- Inspection seeking a specific defect type
- An inspection completed while driving to or from a routine inspection on a different asset.
- Conduct an additional inspection on suspect third party repairs
- Inspection of a specific condition high maintenance area

### ***External Inspection Request***

Requests from the public are a valuable source of knowledge about the state of the Building network between routine inspections. Each inspection request is registered by council's Customer Request Management (CRM) system and forwarded accordingly to the appropriate officer. This inspection request will record the following:

1. Unique Request Number (Generated)
2. Date Received
3. Client Name
4. Client Contact Details
5. General Location
6. Defect Type
7. Defect Description
8. Receiving Officer
9. Responsible Council Officer
10. Investigation Result
11. Prevention measures possible (if any)
12. Action recommended
13. Completion date
14. Responsible Officers signature and date

Each request is assigned to a responsible officer who will investigate the request by making a physical inspection of the site, recording the details of the inspection on the inspection request sheet. Any defects found during the inspection are recorded in the "Reflect" system to be programmed for appropriate repairs.

Externally requested inspections will be completed within 10 working days after receiving the inspection request. In the event of an emergency, notification of the request will be made to the responsible officer by phone.

### ***Internal Inspection Request***

Councillors, Council staff & other Council representatives regularly travel to various locations throughout the shire. During their travel, council staff are encouraged to report any defects encountered. Once an inspection request is logged, it is handled in the same manner as an External Inspection Request. These inspection types also extend to Council's building services contractors such as cleaners. Defects logged by cleaners are sent through the CRM for action.

## Typical Inspection & Maintenance Flowchart





### Inspection and Maintenance Procedure

As detailed in the flowchart above, the inspection and maintenance of Council’s buildings and structures is conducted based upon predefined ratings, and then carried out based upon financial categories of maintenance, renewal, and/or upgrade. The following notes expand upon sections of the flowchart:

- References to “h/f rating” refer to the building/structures hierarchy and functional rating.
- References to “h/f/d rating” refer to the building/structures defect and intervention level rating described below.
- “Immediate” works are subject to current work-loads and restrictions.
- Maintenance works for completion will be scheduled according to their rating and current work-loads.
- The “Building Panel” consists of at least two (2) members from the following:
  - General Manager,
  - Director Corporate Services,
  - Assets and Property Coordinator, and
  - GIS Assets Coordinator.

### Routine Inspection Program

As per the hierarchy & functional ratings summarised in Table 1, the following routine inspection program applies to the respective hierarchy/functional ratings. The frequencies described below equate to approximately 119 inspections per year (based on current classifications), excluding requested inspections.

Hierarchy/Functional Ratings	Inspection Frequency
Class 9	Twice per annum
Class 8	Once per annum
Class 7	Once every two years
Class 6 or less	Upon Request Only

Table 3 - Routine Inspection Program

## Defect Location & Intervention Levels

Appropriate intervention levels and response times have been developed for all types of defects. Defects identified during the inspection are prioritised based on the hierarchy/function rating, as well as the hazard rating. All defects are then recorded using computer software in the field. Repairs are carried out based on the priority rating received from Table 3 and Table 4 with assigned response times listed in Table 5.

### Defect Location Rating

Location Description	Defect Location Rating
In main area of the building or structure	3
Adjoining main areas within the building or structure	2
In ancillary areas of the building or structure (e.g. store rooms)	0

Table 4 - Defect Location Ratings

### Defect Types

All defects are rated on a scale, with 0 being the lowest priority. See Table 5 for the various priorities associated with Defect Types.

Defect Type	Defect Description	Defect Rating
Faulty Lights or Electrical	Compensated by nearby lights or outlets	10
	Failing to start or provide power, and uncompensated	12
	Affecting building users (flicker) and/or hazardous	20
Damaged Glazing	Moderate crack	5
	Significant Damage	20
Surface Ponding	Minor area <1m <sup>2</sup>	0
	Moderate area 1-2m <sup>2</sup>	4
	Significant area >2m <sup>2</sup>	8
Faulty, Loose or Missing Fixtures	Minor inconvenience	1
	Moderate inconvenience	3
	Major inconvenience	10
	Hazardous	20
Failing Structure	Moderate structural deflection (evident issue)	10
	Major deflection, disconnection, or breakage	20
Faulty or damaged windows/doors	Minor inconvenience	0
	Moderate inconvenience	6
	Major inconvenience	10
	Non-operable	13
	Hazardous (i.e. emergency exit)	20
Sewer Blocks/Leaks	Water getting away (slowly)	13
	Water not getting away	20

Sharps	Other sharp not listed in other categories	8
Failing Linings (tiles, paint, fibro, etc.)	Moderate damage (damage could occur)	5
	Major damage (causing further issues)	12
Trip Hazard	<10mm high	0
	10-20mm high	4
	20-30mm high	8
	>30mm high	13

Table 5 - Defect Types

### Response Times

The defect risk rating (DRR) is a figure calculated, that enables a priority to be placed on the repair and maintenance requested. The defect risk rating is calculated by applying the category that suite from Table 3 and Table 4, and applying them into the following equation:

$$\text{Defect Risk Rating} = \text{Hierarchy/Function Rating} + \text{Defect Location Rating} + \text{Defect Rating}$$

For example; a trip hazard 25mm high in the foyer of the Council Chambers would have a hierarchy/function rating of 9, location rating of 3, and a defect rating of 8. The total is therefore 20, which results in the target date for the defect being repaired to be 5 days from Table 5.

Defect Risk Rating	Control Mechanism	Response Time
0-9	Monitor – No remedial works	N/A
10-11	Programmed into maintenance works	60 days
12-14	Programmed into maintenance works	30 days
15-17	Programmed into maintenance works	14 days
18-20	Urgent Works	5 days
>20	Emergency Works	2 days

Table 6 - Defect Response Times

### Defect Risk Control

Control of risk exposure requires control measures to be implemented. Some of the control measures that Council will be able to use to lessen our exposure to risk are as follows:

- Use of warning signs and lights to alert building/structure users of potential hazards that may exist.
- Erection of temporary barriers or barricades and lights around the area until it can be repaired,
- Effecting repair of the damaged area, or
- Planning and allocating resources for the long term replacement of the component.

## **Responsibilities**

The following details the associated responsibilities and processes associated with various inspection types.

### **Routine Inspections**

Inspections are programmed in accordance with Table 3. Inspections shall be carried out by appropriately qualified staff experienced in building and structural inspection, using form entry software, on a suitable mobile device. The form entry software, in conjunction with a desktop backend database, will compile a priority list of defects with a due date assigned to each defect in accordance with Table 6.

### **External & Internal Request Inspections**

Council's Customer Request Management System (Civica's Authority CRM) will forward appropriate requests to the inspection officer (or nominated supervisor). The inspection officer, at this time, shall perform an inspection and schedule any required works as per the above 'Routine Inspection' methodology. Following the accomplishment, sign off in the CRM and appropriate notifications (to the public) shall be made.

## Appendix - Hierarchy Details

A table is provided at this point that details the specific hierarchy of each asset within the class.

Asset ID	Location	Description	Hierarchy	Function	Function Rating	Hierarchy & Functional Rating	Planned Inspection Count (per annum)
2801	Leeton Council Chambers	Council Chambers	4	Operational	5	Class 9	2.0
3101	Leeton Library	Library	4	Operational	5	Class 9	2.0
3501	Leeton Sewage Treatment Plant	Amenities	4	Operational	5	Class 9	2.0
3502	Leeton Sewage Treatment Plant	Electrical Room	4	Operational	5	Class 9	2.0
3503	Leeton Sewage Treatment Plant	Computer Room	4	Operational	5	Class 9	2.0
3807	Leeton Swimming Pool	Plant Room	4	Operational	5	Class 9	2.0
3805	Leeton Swimming Pool	Kiosk	4	Operational	5	Class 9	2.0
3903	Leeton Visitor's Information Centre	Visitor Information Centre	4	Operational	5	Class 9	2.0
4001	Leeton Water Filtration Plant	Chemical Storage/Tanks	4	Operational	5	Class 9	2.0
4002	Leeton Water Filtration Plant	Chlorinator	4	Operational	5	Class 9	2.0
4004	Leeton Water Filtration Plant	Fluoride Building	4	Operational	5	Class 9	2.0
4005	Leeton Water Filtration Plant	Old Filtration Plant	4	Operational	5	Class 9	2.0
7701	Murrami Water Filtration Plant	Chlorine Shed	4	Operational	5	Class 9	2.0
7702	Murrami Water Filtration Plant	Dosing Pump	4	Operational	5	Class 9	2.0
7703	Murrami Water Filtration Plant	Filter Shed	4	Operational	5	Class 9	2.0
7704	Murrami Water Filtration Plant	Filter Shed	4	Operational	5	Class 9	2.0
4901	ROXY Theatre	ROXY Theatre	4	Operational	5	Class 9	2.0
5001	Senior Citizens Building	Baby Health/Senior Citizens Centre	4	Operational	5	Class 9	2.0
6703	SES Land	Activated Carbon Shed	4	Operational	5	Class 9	2.0
5113	Shire Depot (Leeton)	Workshop	4	Operational	5	Class 9	2.0
5102	Shire Depot (Leeton)	Amenities	4	Operational	5	Class 9	2.0
5101	Shire Depot (Leeton)	Admin block / Store	4	Operational	5	Class 9	2.0
7601	Whitton Sewage Treatment Plant	Plant Room	4	Operational	5	Class 9	2.0
6103	Whitton Swimming Pool	Kiosk	4	Operational	5	Class 9	2.0

Asset ID	Location	Description	Hierarchy	Function	Function Rating	Hierarchy & Functional Rating	Planned Inspection Count (per annum)
6105	Whitton Swimming Pool	Plant Room	4	Operational	5	Class 9	2.0
6202	Whitton Water Filtration Plant	Chlorinator Shed	4	Operational	5	Class 9	2.0
6203	Whitton Water Filtration Plant	Filtration Plant	4	Operational	5	Class 9	2.0
6204	Whitton Water Filtration Plant	Large Shed (Carbon Dosing?)	4	Operational	5	Class 9	2.0
7801	Yanco Sewage Treatment Plant	Plant Room	4	Operational	5	Class 9	2.0
1304	Brobenah Camping Ground	Leeton Men's Shed	4	Community Use	4	Class 8	1.0
1401	Central Park	Tennis Clubhouse Hall	4	Community Use	4	Class 8	1.0
1407	Central Park	BBQ Shelter	4	Community Use	4	Class 8	1.0
6801	Community Transport Shed	Community Transport Shed	3	Operational	5	Class 8	1.0
1601	CWA Hall	Community Hub	4	Community Use	4	Class 8	1.0
2301	Graham Park	BBQ Shelter	4	Community Use	4	Class 8	1.0
2306	Graham Park	BBQ Shelter	4	Community Use	4	Class 8	1.0
2702	Leeton Cemetery	Workshop	3	Operational	5	Class 8	1.0
2901	Leeton Early Learning Centre	Early Learning Centre	3	Operational	5	Class 8	1.0
3002	Leeton Landfill	Machinery Shed	3	Operational	5	Class 8	1.0
3006	Leeton Landfill	Weighbridge House	3	Operational	5	Class 8	1.0
3504	Leeton Sewage Treatment Plant	Pumphouse	3	Operational	5	Class 8	1.0
3505	Leeton Sewage Treatment Plant	Pumphouse	3	Operational	5	Class 8	1.0
3506	Leeton Sewage Treatment Plant	Pumphouse	3	Operational	5	Class 8	1.0
3601	Leeton Stadium	Stadium	4	Community Use	4	Class 8	1.0
3701	Leeton Street Stall	Street Stall	4	Community Use	4	Class 8	1.0
4003	Leeton Water Filtration Plant	Demountable Lunchroom	3	Operational	5	Class 8	1.0
4301	McCaughey Park	BBQ Shelter	4	Community Use	4	Class 8	1.0
4308	McCaughey Park	BBQ Shelter	4	Community Use	4	Class 8	1.0
4309	McCaughey Park	BBQ Shelter	4	Community Use	4	Class 8	1.0
4502	Mountford Park	BBQ Shelter	4	Community Use	4	Class 8	1.0
4503	Mountford Park	Stage	4	Community Use	4	Class 8	1.0
4504	Mountford Park	Parks Depot	3	Operational	5	Class 8	1.0

Asset ID	Location	Description	Hierarchy	Function	Function Rating	Hierarchy & Functional Rating	Planned Inspection Count (per annum)
4701	Murrami Community Hall	Hall	4	Community Use	4	Class 8	1.0
5111	Shire Depot (Leeton)	Trade's Building	3	Operational	5	Class 8	1.0
5110	Shire Depot (Leeton)	Store shed	3	Operational	5	Class 8	1.0
5106	Shire Depot (Leeton)	Lorry Shelter	3	Operational	5	Class 8	1.0
5107	Shire Depot (Leeton)	Plumber's Storage Awning	3	Operational	5	Class 8	1.0
5109	Shire Depot (Leeton)	Building Officer Shed	3	Operational	5	Class 8	1.0
5103	Shire Depot (Leeton)	Chemical Shed	3	Operational	5	Class 8	1.0
5104	Shire Depot (Leeton)	Dog Pound	3	Operational	5	Class 8	1.0
5105	Shire Depot (Leeton)	Greenhouse	3	Operational	5	Class 8	1.0
5112	Shire Depot (Leeton)	Truck Wash Bay	3	Operational	5	Class 8	1.0
5201	Shire Depot (Whitton)	Store shed	3	Operational	5	Class 8	1.0
5701	Whitton Community Hall	Hall	4	Community Use	4	Class 8	1.0
5901	Whitton Park	BBQ Shelter	4	Community Use	4	Class 8	1.0
6102	Whitton Swimming Pool	BBQ Shelter	4	Community Use	4	Class 8	1.0
6201	Whitton Water Filtration Plant	Amenities & Store	3	Operational	5	Class 8	1.0
6301	Yanco Community Hall	Hall	4	Community Use	4	Class 8	1.0
6401	Yanco Recreational Grounds	Sheds, Kiosk & Toilet	4	Community Use	4	Class 8	1.0
1201	3 Brobenah Road	Doctor's housing	2	Operational	5	Class 7	0.5
1406	Central Park	Toilet Block	4	Public Amenity	3	Class 7	0.5
1408	Central Park	Steel shade awning	4	Public Amenity	3	Class 7	0.5
2201	Gossamer Park	Toilet Block	4	Public Amenity	3	Class 7	0.5
2302	Graham Park	Toilet Block	4	Public Amenity	3	Class 7	0.5
2303	Graham Park	Steel shade awning	4	Public Amenity	3	Class 7	0.5
2401	Henry Lawson Cottage	Doctor's housing	2	Operational	5	Class 7	0.5
2701	Leeton Cemetery	Toilet Block	4	Public Amenity	3	Class 7	0.5
2902	Leeton Early Learning Centre	Shed	2	Operational	5	Class 7	0.5
2903	Leeton Early Learning Centre	Shade Structure	2	Operational	5	Class 7	0.5
2904	Leeton Early Learning Centre	Playground Equipment	2	Operational	5	Class 7	0.5

Asset ID	Location	Description	Hierarchy	Function	Function Rating	Hierarchy & Functional Rating	Planned Inspection Count (per annum)
2905	Leeton Early Learning Centre	Site fencing	2	Operational	5	Class 7	0.5
2906	Leeton Early Learning Centre	Shade Structure	2	Operational	5	Class 7	0.5
2907	Leeton Early Learning Centre	Shade Structure	2	Operational	5	Class 7	0.5
2908	Leeton Early Learning Centre	Shade Structure	2	Operational	5	Class 7	0.5
2909	Leeton Early Learning Centre	Shade Structure	2	Operational	5	Class 7	0.5
7901	Leeton Golf Course	Greenkeeper's Shed	2	Operational	5	Class 7	0.5
7902	Leeton Golf Course	Chemical Shed	2	Operational	5	Class 7	0.5
7905	Leeton Golf Course	Pro Shop	2	Operational	5	Class 7	0.5
3403	Leeton Recreational Grounds	Dressing Sheds	3	Community Use	4	Class 7	0.5
3803	Leeton Swimming Pool	Amenities	4	Public Amenity	3	Class 7	0.5
3802	Leeton Swimming Pool	BBQ Shelter	3	Community Use	4	Class 7	0.5
3804	Leeton Swimming Pool	Grandstand	3	Community Use	4	Class 7	0.5
3904	Leeton Visitor's Information Centre	Rotunda	2	Operational	5	Class 7	0.5
4304	McCaughey Park	Toilet Block	4	Public Amenity	3	Class 7	0.5
4306	McCaughey Park	Timber Framed Shelter	4	Public Amenity	3	Class 7	0.5
4401	Merungle Hill Pony Club	Community Hall	3	Community Use	4	Class 7	0.5
4402	Merungle Hill Pony Club	Leeton Pony Club	3	Community Use	4	Class 7	0.5
4505	Mountford Park	Toilet Block	4	Public Amenity	3	Class 7	0.5
4702	Murrami Community Hall	Toilet Block	4	Public Amenity	3	Class 7	0.5
5802	Whitton Museum	Court House (Administration)	3	Community Use	4	Class 7	0.5
5806	Whitton Museum	Residence	3	Community Use	4	Class 7	0.5
5805	Whitton Museum	Railway Station	3	Community Use	4	Class 7	0.5
5801	Whitton Museum	Butcher's Building	3	Community Use	4	Class 7	0.5
5804	Whitton Museum	Railway Carriage	3	Community Use	4	Class 7	0.5
5811	Whitton Museum	Café Shelter	3	Community Use	4	Class 7	0.5
5803	Whitton Museum	Display Cottage	3	Community Use	4	Class 7	0.5
5808	Whitton Museum	Toilets/Store	3	Community Use	4	Class 7	0.5
5807	Whitton Museum	Shelter	3	Community Use	4	Class 7	0.5



Asset ID	Location	Description	Hierarchy	Function	Function Rating	Hierarchy & Functional Rating	Planned Inspection Count (per annum)
5809	Whitton Museum	New Machinery Shelter	3	Community Use	4	Class 7	0.5
5810	Whitton Museum	Stable Harness Display	3	Community Use	4	Class 7	0.5
5903	Whitton Park	Toilet Block	4	Public Amenity	3	Class 7	0.5
2703	Leeton Cemetery	Entry Gates	1	Operational	5	Class 6	0.0
7906	Leeton Golf Course	Cart Storage Shed	1	Operational	5	Class 6	0.0
7907	Leeton Golf Course	Motorised Cart Shed	1	Operational	5	Class 6	0.0
3005	Leeton Landfill	Shed (2nd Hand Shop)	1	Operational	5	Class 6	0.0
3004	Leeton Landfill	Recycling Office	1	Operational	5	Class 6	0.0
3304	Leeton Racecourse Complex	Grandstand	2	Community Use	4	Class 6	0.0
3308	Leeton Racecourse Complex	Maint. / Storage Sheds	2	Community Use	4	Class 6	0.0
3303	Leeton Racecourse Complex	Betting Ring	2	Community Use	4	Class 6	0.0
3306	Leeton Racecourse Complex	Horse Stalls	2	Community Use	4	Class 6	0.0
3307	Leeton Racecourse Complex	Judges Box/Photo Room	2	Community Use	4	Class 6	0.0
3310	Leeton Racecourse Complex	Rotunda	2	Community Use	4	Class 6	0.0
3311	Leeton Racecourse Complex	Awning/Shelter	2	Community Use	4	Class 6	0.0
3412	Leeton Recreational Grounds	Rotary Park Toilet Block	3	Public Amenity	3	Class 6	0.0
3406	Leeton Recreational Grounds	Kiosk (No 2 Ovals)	2	Community Use	4	Class 6	0.0
3408	Leeton Recreational Grounds	Storage Shed	2	Community Use	4	Class 6	0.0
3407	Leeton Recreational Grounds	Shed (adjacent entry gates)	2	Community Use	4	Class 6	0.0
3404	Leeton Recreational Grounds	Grandstand	2	Community Use	4	Class 6	0.0
3605	Leeton Stadium	Tennis club BBQ	2	Community Use	4	Class 6	0.0
3901	Leeton Visitor's Information Centre	Coach Terminal	3	Public Amenity	3	Class 6	0.0
4104	Mark Taylor Ovals	Grandstand	2	Community Use	4	Class 6	0.0
4105	Mark Taylor Ovals	Grandstand	2	Community Use	4	Class 6	0.0
4106	Mark Taylor Ovals	Grandstand	2	Community Use	4	Class 6	0.0
4303	McCaughey Park	Rotunda	3	Public Amenity	3	Class 6	0.0
4403	Merungle Hill Pony Club	Toilet Block	3	Public Amenity	3	Class 6	0.0
7501	Murrami Recreation Reserve	Shed	2	Community Use	4	Class 6	0.0

Asset ID	Location	Description	Hierarchy	Function	Function Rating	Hierarchy & Functional Rating	Planned Inspection Count (per annum)
5108	Shire Depot (Leeton)	Sign Shed (Attached to Lorry Shelter)	1	Operational	5	Class 6	0.0
5302	Sycamore Street Car park	Toilet Block	3	Public Amenity	3	Class 6	0.0
1403	Central Park	Pump Shed	3	Functional	2	Class 5	0.0
2202	Gossamer Park	Pump shed	3	Functional	2	Class 5	0.0
2304	Graham Park	Pump shed	3	Functional	2	Class 5	0.0
2601	Jarrah Mall	Shade Structures	2	Public Amenity	3	Class 5	0.0
2602	Jarrah Mall	Shade Structures	2	Public Amenity	3	Class 5	0.0
7903	Leeton Golf Course	Toilet Block (5th Hole)	2	Public Amenity	3	Class 5	0.0
3302	Leeton Racecourse Complex	Bar room	2	Public Amenity	3	Class 5	0.0
3305	Leeton Racecourse Complex	Toilet Block ("Hockey" Toilets)	2	Public Amenity	3	Class 5	0.0
3312	Leeton Racecourse Complex	Toilet Block (adjacent bar room)	2	Public Amenity	3	Class 5	0.0
3801	Leeton Swimming Pool	Awning/Shelter	2	Public Amenity	3	Class 5	0.0
3809	Leeton Swimming Pool	Shade Structure (wading pool)	2	Public Amenity	3	Class 5	0.0
3814	Leeton Swimming Pool	50m Pool shelter (diving end)	2	Public Amenity	3	Class 5	0.0
3817	Leeton Swimming Pool	Shade Structure (toddler's pool)	2	Public Amenity	3	Class 5	0.0
3818	Leeton Swimming Pool	Shelter (Adjacent toddler's pool)	2	Public Amenity	3	Class 5	0.0
3819	Leeton Swimming Pool	Shelter (Adjacent wading pool)	2	Public Amenity	3	Class 5	0.0
3820	Leeton Swimming Pool	Shelter (Adjacent toddler's pool)	2	Public Amenity	3	Class 5	0.0
3821	Leeton Swimming Pool	Shade Structure (kiosk)	2	Public Amenity	3	Class 5	0.0
3823	Leeton Swimming Pool	Shade Structure (50m pool)	2	Public Amenity	3	Class 5	0.0
4102	Mark Taylor Ovals	Toilet Block	2	Public Amenity	3	Class 5	0.0
4302	McCaughy Park	Pump shed	3	Functional	2	Class 5	0.0
4703	Murrami Community Hall	Shade Structure	2	Public Amenity	3	Class 5	0.0
7502	Murrami Recreation Reserve	Toilet Block	2	Public Amenity	3	Class 5	0.0
5301	Sycamore Street Car park	Shade Structure	2	Public Amenity	3	Class 5	0.0
5303	Sycamore Street Car park	Shade Structure	2	Public Amenity	3	Class 5	0.0
5501	Waipukurau Park	Pump Shed	3	Functional	2	Class 5	0.0
5601	Waring Park	Toilet Block	2	Public Amenity	3	Class 5	0.0

Asset ID	Location	Description	Hierarchy	Function	Function Rating	Hierarchy & Functional Rating	Planned Inspection Count (per annum)
5702	Whitton Community Hall	Shade Structure	2	Public Amenity	3	Class 5	0.0
6101	Whitton Swimming Pool	Awning/Shelter	2	Public Amenity	3	Class 5	0.0
6109	Whitton Swimming Pool	Awning/Shelter & Seating	2	Public Amenity	3	Class 5	0.0
6110	Whitton Swimming Pool	Awning/Shelter	2	Public Amenity	3	Class 5	0.0
6111	Whitton Swimming Pool	Awning/Shelter	2	Public Amenity	3	Class 5	0.0
6402	Yanco Recreational Grounds	Pump shed	3	Functional	2	Class 5	0.0
6502	Yanco Swimming Pool	Council housing	0	Operational	5	Class 5	0.0
1302	Brobenah Camping Ground	Council housing	3	Commercial (rented)	1	Class 4	0.0
1501	Chelmsford Place Reserve	Picnic Shelter	1	Public Amenity	3	Class 4	0.0
1502	Chelmsford Place Reserve	Rotunda	1	Public Amenity	3	Class 4	0.0
7904	Leeton Golf Course	Pump Shed	2	Functional	2	Class 4	0.0
3309	Leeton Racecourse Complex	Pump shed	2	Functional	2	Class 4	0.0
3402	Leeton Recreational Grounds	Pump shed (skate park)	2	Functional	2	Class 4	0.0
3810	Leeton Swimming Pool	Storage Shed	2	Functional	2	Class 4	0.0
3822	Leeton Swimming Pool	Storage Shed	2	Functional	2	Class 4	0.0
3808	Leeton Swimming Pool	Pump shed	2	Functional	2	Class 4	0.0
3905	Leeton Visitor's Information Centre	Letona Statue	1	Public Amenity	3	Class 4	0.0
4310	McCaughy Park	McCaughy Statue	1	Public Amenity	3	Class 4	0.0
6106	Whitton Swimming Pool	Storage Shed	2	Functional	2	Class 4	0.0
3001	Leeton Landfill	Site fencing	2	Operational	1	Class 3	0.0
3902	Leeton Visitor's Information Centre	Old Garage	1	Functional	2	Class 3	0.0
1801	Euroley Bushfire Shed	Bushfire shed	0	Public Services	1	Class 1	0.0
1901	Eventide Homes	Eventide Cottage 1	0	Commercial (rented)	1	Class 1	0.0
1902	Eventide Homes	Eventide Cottage 2	0	Commercial (rented)	1	Class 1	0.0
1903	Eventide Homes	Eventide Cottage 3	0	Commercial (rented)	1	Class 1	0.0
1904	Eventide Homes	Eventide Cottage 4	0	Commercial (rented)	1	Class 1	0.0
1905	Eventide Homes	Eventide Cottage 5	0	Commercial (rented)	1	Class 1	0.0
1906	Eventide Homes	Eventide Cottage 6	0	Commercial (rented)	1	Class 1	0.0

Asset ID	Location	Description	Hierarchy	Function	Function Rating	Hierarchy & Functional Rating	Planned Inspection Count (per annum)
1907	Eventide Homes	Eventide Cottage 7	0	Commercial (rented)	1	Class 1	0.0
2001	Fivebough Bushfire Shed	Bushfire shed	0	Public Services	1	Class 1	0.0
2107	Gogeldrie Weir Park	Large work shed	0	Commercial (rented)	1	Class 1	0.0
2108	Gogeldrie Weir Park	Small work shed	0	Commercial (rented)	1	Class 1	0.0
2103	Gogeldrie Weir Park	Caretaker's Residence	0	Commercial (rented)	1	Class 1	0.0
2105	Gogeldrie Weir Park	Toilet Block	0	Commercial (rented)	1	Class 1	0.0
2102	Gogeldrie Weir Park	Office	0	Commercial (rented)	1	Class 1	0.0
2101	Gogeldrie Weir Park	Caretaker's Garage	0	Commercial (rented)	1	Class 1	0.0
2104	Gogeldrie Weir Park	BBQ Shelter	0	Commercial (rented)	1	Class 1	0.0
2110	Gogeldrie Weir Park	Fish cleaning table	0	Commercial (rented)	1	Class 1	0.0
2111	Gogeldrie Weir Park	BBQ Shelter	0	Commercial (rented)	1	Class 1	0.0
2112	Gogeldrie Weir Park	BBQ Shelter	0	Commercial (rented)	1	Class 1	0.0
2113	Gogeldrie Weir Park	BBQ Shelter	0	Commercial (rented)	1	Class 1	0.0
2114	Gogeldrie Weir Park	BBQ Shelter	0	Commercial (rented)	1	Class 1	0.0
2115	Gogeldrie Weir Park	BBQ Shelter	0	Commercial (rented)	1	Class 1	0.0
2116	Gogeldrie Weir Park	BBQ Shelter	0	Commercial (rented)	1	Class 1	0.0
2402	Henry Lawson Cottage	Carport	0	Commercial (rented)	1	Class 1	0.0
2403	Henry Lawson Cottage	Site fencing	0	Commercial (rented)	1	Class 1	0.0
3003	Leeton Landfill	Soilwise Shed	0	Commercial (rented)	1	Class 1	0.0
3201	Leeton Preschool	Child Care Centre	0	Commercial (rented)	1	Class 1	0.0
3202	Leeton Preschool	Storage Shed	0	Commercial (rented)	1	Class 1	0.0
3203	Leeton Preschool	Shade Structure	0	Commercial (rented)	1	Class 1	0.0
3204	Leeton Preschool	Playground Equipment	0	Commercial (rented)	1	Class 1	0.0
3205	Leeton Preschool	Shade Structure	0	Commercial (rented)	1	Class 1	0.0
3206	Leeton Preschool	Shade Structure	0	Commercial (rented)	1	Class 1	0.0
3301	Leeton Racecourse Complex	Administration Office / Cottage	0	Commercial (rented)	1	Class 1	0.0
4201	Market Road Reserve	Steel Factory	0	Commercial (rented)	1	Class 1	0.0
4601	Murrami Bushfire Shed	Bushfire Shed	0	Public Services	1	Class 1	0.0

Asset ID	Location	Description	Hierarchy	Function	Function Rating	Hierarchy & Functional Rating	Planned Inspection Count (per annum)
6701	SES Land	SES Headquarters	0	Public Services	1	Class 1	0.0
6702	SES Land	Site fencing	0	Public Services	1	Class 1	0.0
5402	Tourist Caravan Park	Bunkhouse	0	Commercial (rented)	1	Class 1	0.0
5403	Tourist Caravan Park	Cottage	0	Commercial (rented)	1	Class 1	0.0
5401	Tourist Caravan Park	Amenities	0	Commercial (rented)	1	Class 1	0.0
5902	Whitton Park	Bushfire Shed	0	Public Services	1	Class 1	0.0
6601	Yanco-Wamoon Bushfire Shed Land	Bushfire Shed	0	Public Services	1	Class 1	0.0

*The above table excludes plant/units (i.e. weighbridges, AWTS, Fountains, etc.), and buildings currently not occupied or used (i.e. 12-14 Yanco Avenue housing)*

**Policy History:**

<b>Date of Adoption/Amendment</b>	<b>Resolution Number</b>
Adopted 29 January 2014	14/009