

## Frequently Asked Questions: Club Audit Requirements

**Regular Club Audits ensure that clubs are meeting their lease requirements as well as other legislation. They ensure sites are maintained to appropriate levels in the interest health and safety and the environment.**

### When will the next audit be?

Audits are held annually to ensure that all clubs are meeting their requirements, and to ensure the health, safety and wellbeing of users.

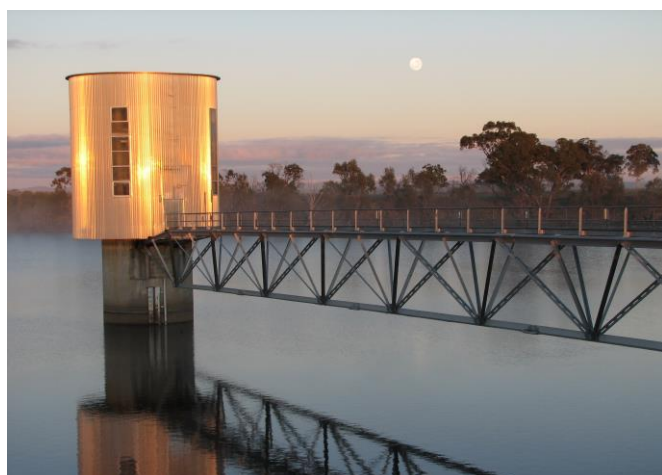
Goulburn Murray-Water (GMW) will complete follow-up audits by the end this year with clubs that remain non-compliant from the 2014 audit.

We are also developing a self-audit package to allow clubs to undertake audits themselves. This will be trialled with all clubs later this year. If the trial is successful it's hoped that this will replace the need for traditional audits.

### What are the timeframes for fixing non-compliances?

Timelines for fixing non-compliances will depend on the risk level of that non-compliance.

Non-compliance issues that are deemed to be high risk will have to be fixed within six weeks.



Lower risk non-compliance issues will have three months to be fixed.

Please note that clubs that have not fixed their non-compliances will not be eligible to receive a new lease.

### What assistance can GMW give clubs when site non-compliance is identified?

GMW will provide written direction to the club detailing any non-compliances and the actions that need to be taken to fix them.

We will give you clear guidelines about what you need to do and our staff are available to discuss any concerns or issues that your club might have.

### How often will the arborist process be done?

Regular arborist inspections of overhanging trees are a vital part of maintaining health and safety at Lake Eppalock.

Under the proposed lease, all clubs will need to submit reports every three years (minimum) from qualified arborists, as well as tree management works programs.

## Can a draft Arborist Report Template to be distributed to clubs?

Professional arborists will provide their own template, however the proposed lease will detail the minimum requirements for reporting.

## Is there any difference between fixed buildings and individual sites in regards to electrical compliance?

Under section 4.1 of the proposed Standards, all electrical works are required to comply with relevant Standards and/or Regulations.

This is regardless of whether they're on fixed buildings or individual sites and modifications to existing systems of new works.

Key documents include:

- *Electrical Safety (Installations) Regulations 1999*
- *AS/NZS 3000:2007 Wiring Rules*
- *AS/NZS 3001:2008 Electrical Installations – Relocatable Premises (including caravans and tents) and their site installations*
- *any other subsequent or amending regulations as the relevant electrical standards.*

Works also require a Certificate of Electrical Safety to be completed by a registered electrical contractor. This must be forwarded to GMW's Leasing and Licensing team.

Additionally, any electrical equipment (including extension leads etc.) located in communal buildings are required to be tested and tagged.

It's not compulsory for privately owned electrical equipment on individual sites to be tested and tagged, but leads connecting caravans or Unregisterable Movable Dwellings to the main power supply must be.

## Who should clubs contact in regards to compliance?

For further information about non-compliance, please contact Chris Braden by phoning (03) 5439 8910 or emailing [Chris.Braden@gmwater.com.au](mailto:Chris.Braden@gmwater.com.au).

Alternatively you can contact the Leasing and Licensing team by emailing [leasingandlicensing@gmwater.com.au](mailto:leasingandlicensing@gmwater.com.au).

