

ORDINARY MEETING OF COUNCIL

Notice is hereby given of the
Ordinary Meeting of Council to be held at
Council Chambers, 15 Stead Street, Ballan on
Wednesday 7 August 2013,
commencing at 7:00 p.m.

Members:

Cr. Pat Toohey (Mayor)	Woodlands Ward
Cr. Allan Comrie	East Moorabool Ward
Cr. David Edwards	East Moorabool Ward
Cr. John Spain	East Moorabool Ward
Cr. Tonia Dudzik	East Moorabool Ward
Cr. Paul Tatchell	Central Ward
Cr. Tom Sullivan	West Moorabool Ward

Officers:

Mr. Rob Croxford	Chief Executive Officer
Mr. Shane Marr	General Manager Corporate Services
Mr. Phil Jeffrey	General Manager Infrastructure
Mr. Satwinder Sandhu	General Manager Growth and Development
Mr. Danny Colgan	General Manager Community Services

Rob Croxford
Chief Executive Officer

AGENDA

1.	OPENING OF MEETING AND PRAYER	4
2.	PRESENT.....	4
3.	APOLOGIES	4
4.	CONFIRMATION OF MINUTES	4
4.1	<i>Ordinary Meeting of Council – Wednesday 17 July 2013.....</i>	<i>4</i>
5.	DISCLOSURE OF CONFLICT OF INTEREST.....	5
6.	MAYOR’S REPORT	7
6.1	<i>Certificate of Appreciation Presentation.....</i>	<i>7</i>
6.2	<i>Mayors Report.....</i>	<i>7</i>
7.	COUNCILLORS' REPORTS.....	8
8.	PUBLIC QUESTION TIME.....	9
9.	PETITIONS.....	11
10.	PRESENTATIONS / DEPUTATIONS	12
11.	OFFICER'S REPORTS.....	13
11.1	CHIEF EXECUTIVE OFFICER.....	13
11.2	GROWTH AND DEVELOPMENT	14
11.3	COMMUNITY SERVICES.....	15
11.4	INFRASTRUCTURE SERVICES	16
11.4.1	<i>Renaming of Southern End of Cartons Road, Gordon</i>	<i>16</i>
11.4.2	<i>Capital Improvement Program Quarterly Report – June 2013.....</i>	<i>21</i>
11.4.3	<i>Flood Recovery Works Program Quarterly Report – June 2013.....</i>	<i>42</i>
11.4.4	<i>Petition – Ballan Township Trees.....</i>	<i>56</i>
11.5	CORPORATE SERVICES.....	64
11.5.1	<i>2012/13 End of Financial Year Report – Council Plan Actions.....</i>	<i>64</i>
12.	OTHER REPORTS.....	84
12.1	<i>Assembly of Councillors.....</i>	<i>84</i>
12.2	<i>Section 86 - Delegated Committees of Council - Reports</i>	<i>85</i>

13.	NOTICES OF MOTION	93
14.	URGENT BUSINESS	94
15.	CLOSED SESSION OF THE MEETING TO THE PUBLIC	95
<i>15.1</i>	<i>Confidential Report.....</i>	<i>95</i>
16.	MEETING CLOSURE	96

1. OPENING OF MEETING AND PRAYER

Almighty God be with us as we work for the people of the Shire of Moorabool.

Grant us wisdom that we may care for the Shire as true stewards of your creation.

May we be aware of the great responsibilities placed upon us.

Help us to be just in all our dealings and may our work prosper for the good of all.

Amen

2. PRESENT

3. APOLOGIES

4. CONFIRMATION OF MINUTES

4.1 Ordinary Meeting of Council – Wednesday 17 July 2013

Recommendation:

That Council confirms the Minutes of the Ordinary Meeting of Council held on Wednesday 17 July 2013.

5. DISCLOSURE OF CONFLICT OF INTEREST

Under the Local Government Act (1989), the classification of the type of interest giving rise to a conflict is; a direct interest; or an indirect interest (section 77A and 77B). The type of indirect interest specified under Section 78, 78A, 78B, 78C or 78D of the Local Government Act 1989 set out the requirements of a Councillor or member of a Special Committee to disclose any conflicts of interest that the Councillor or member of a Special Committee may have in a matter being or likely to be considered at a meeting of the Council or Committee.

Definitions of the class of the interest are:

- a direct interest
 - (section 77A, 77B)
- an indirect interest (see below)
 - indirect interest by close association (section 78)
 - indirect financial interest (section 78A)
 - indirect interest because of conflicting duty (section 78B)
 - indirect interest because of receipt of gift(s) (section 78C)
 - indirect interest through civil proceedings (section 78D)

Time for Disclosure of Conflicts of Interest

In addition to the Council protocol relating to disclosure at the beginning of the meeting, section 79 of the Local Government Act 1989 (the Act) requires a Councillor to disclose the details, classification and the nature of the conflict of interest immediately at the beginning of the meeting and/or before consideration or discussion of the Item.

Section 79(6) of the Act states:

While the matter is being considered or any vote is taken in relation to the matter, the Councillor or member of a special committee must:

- (a) leave the room and notify the Mayor or the Chairperson of the special committee that he or she is doing so; and
- (b) remain outside the room and any gallery or other area in view of hearing of the room.

The Councillor is to be notified by the Mayor or Chairperson of the special committee that he or she may return to the room after consideration of the matter and all votes on the matter.

There are important reasons for requiring this disclosure immediately before the relevant matter is considered.

- Firstly, members of the public might only be in attendance for part of a meeting and should be able to see that all matters are considered in an appropriately transparent manner.
- Secondly, if conflicts of interest are not disclosed immediately before an item there is a risk that a Councillor who arrives late to a meeting may fail to disclose their conflict of interest and be in breach of the Act.

6. MAYOR'S REPORT

6.1 Certificate of Appreciation Presentation

The Mayor, Cr. Pat Toohey, will present Mr. Stuart Bowers upon his retirement with Moorabool Shire Council, with a Certificate of Appreciation for Stuart's 40 years of service with Moorabool Shire (previously Bungaree Shire).

6.2 Mayors Report

To be presented at the meeting by the Mayor.

Recommendation:

That the Mayor's report be received.

7. COUNCILLORS' REPORTS

To be presented at the meeting by Councillors.

Recommendation:

That the Councillors' reports be received.

8. PUBLIC QUESTION TIME

The Council has made provision in the business of the Ordinary Meetings of the Council for the holding of a Public Question Time.

Public Question Time is required to be conducted in accordance with the requirements contained within the **Public Question Time Protocols and Procedural Guidelines**.

The person asking the question is to stand and identify themselves by name and residential address before asking the question.

All questions are to be directed to the Mayor as Chairperson, who shall determine the appropriate person to respond to the question.

The person asking the question must be present in the gallery when the question is considered and may be asked for clarification by the Mayor.

At the discretion of the Mayor, a lengthy question may be required to be placed into writing by the person asking the question. The Mayor may accept a question on notice, in the event that research is required to provide a response. In the case of questions taken on notice, both the question and response shall be recorded in the Minutes of the Meeting.

Procedural Guidelines – Public Question Time

A maximum of two questions may be asked by any one person at any one time.

If a person has submitted 2 questions to a meeting, the second question: may, at the discretion of the Mayor, be deferred until all other persons who have asked a question have had their questions asked and answered; or may not be asked if the time allotted for public question time has expired.

A maximum of three minutes per question will be allocated. An extension of time may be granted at the discretion of the Mayor.

The Mayor will nominate the appropriate person to respond to each question. In the event that the question is directed for response by a Council Officer, it shall be referred through the Chief Executive Officer.

The Mayor may disallow any question, which is considered:

To relate to a matter outside the duties, functions and powers of Council;

To be defamatory, indecent, offensive, abusive, irrelevant, trivial or objectionable in language or substance;

To be confidential in nature or of legal significance;

To deal with a subject matter already answered; To be aimed to embarrass any person;

To relate to personnel matters;

To relate to the personal hardship of any resident or ratepayer;

To relate to industrial matters;

To relate to contractual matters;

To relate to proposed developments;

To relate to legal advice;

To relate to matters affecting the security of Council property; or

To relate to any other matter which Council considers would prejudice the Council or any person.

The Mayor has the discretion to seek clarification of the question if deemed necessary but otherwise the person asking the question is not permitted to enter into debate with or directly question the Mayor or Chief Executive Officer.

The Mayor may direct that a member of the gallery ceases speaking if the above procedure is not followed.

9. PETITIONS

No petitions have been made to Council for consideration as part of this Agenda.

10. PRESENTATIONS / DEPUTATIONS

The Council has made provision in the business of the Ordinary Meetings of the Council for the making of presentations or deputations to Council in relation to matters presented on the agenda for Council consideration.

Presentations or deputations are required to be conducted in accordance with the requirements contained within the **Presentation/Deputations Protocols and Procedural Guidelines**.

Persons wishing to make a presentation or deputation to Council on a matter included in the agenda shall inform Council prior to the meeting by contacting the Chief Executive Officer's office and registering their name and agenda item being spoken to.

At the meeting the Mayor will invite the persons wishing to make a presentation or delegation to address the Council on the agenda item.

The person making the presentation or deputation is to stand and address Council on the item. No debate on the item is permitted between the person making the presentation or delegation and the Council.

A maximum of three minutes per presentation or delegation will be allocated. An extension of time may be granted at the discretion of the Mayor.

Councillors, through the Mayor, may ask the person making the presentation or delegation for clarification of matters presented.

The Mayor may direct that a member of the gallery ceases speaking if the above procedure is not followed.

List of Persons making Presentations/Deputations other than in relation to a planning item listed on the agenda:

Item No	Description	Name	Position
-	-	-	-

List of Persons making Presentations/Deputations to a planning item listed on the agenda:

Individuals seeking to make a presentation to the Council on a planning item listed on the agenda for consideration at the meeting will be heard by the Council immediately preceding consideration of the Council Officer's report on the planning item.

Item No	Description	Name	Applicant/ Objector
-	-	-	-

11. OFFICER'S REPORTS

11.1 CHIEF EXECUTIVE OFFICER

No reports for this meeting.

11.2 GROWTH AND DEVELOPMENT

No reports for this meeting.

11.3 COMMUNITY SERVICES

No reports for this meeting.

11.4 INFRASTRUCTURE SERVICES

11.4.1 Renaming of Southern End of Cartons Road, Gordon

Introduction

File No.: 22/07/001
Author: Hamoodi Tarshouby
General Manager: Phil Jeffrey

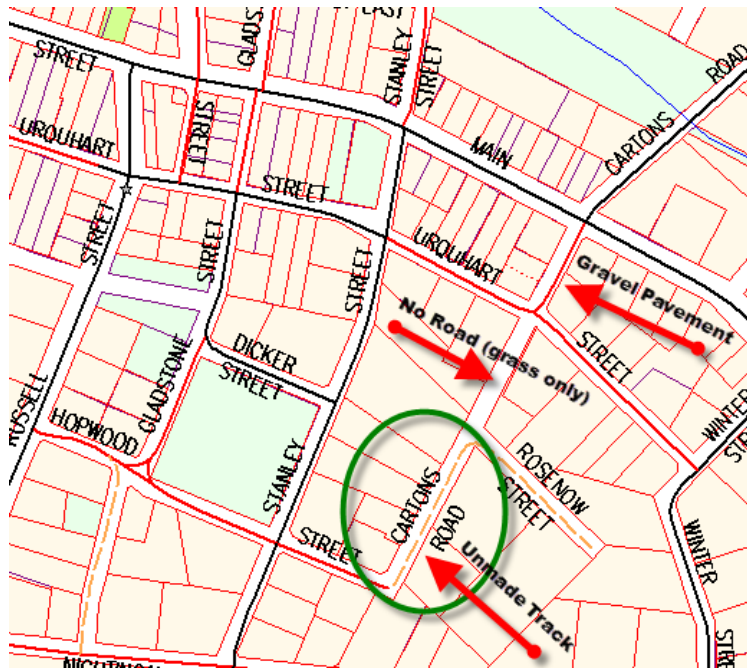
Background

Council recently received a request from a resident who had purchased land at the southern end of Cartons Road, Gordon, requesting a street address.

The renumbering request created an issue due to the fact that no allowance had been made in the past for the extra street numbers now made possible by subdivision. The resident initially proposed that the section of Cartons Road between Hopwood Street and Rosenow Street be renamed to Cartons Road South. The option of renaming the street addressed this problem, however north-south street names are no longer allowed to be allocated under the rules.

The case for renaming of the southern end of Cartons Road arises from the fact that there is no continuous path of travel along Cartons Road from north to south. The constructed portion of Cartons Road ends at Urquhart Street. Between Urquhart Street and Rosenow Road is natural grassed surface. There is no current plan to construct a road in this location, and likely future subdivision proposals will seek to avoid the necessity of paying for this road construction.

In the event that the current undeveloped section of Cartons Road between Urquhart and Rosenows Streets was constructed (for example in association with subdivision development) the new section would be named Barrett Street. The decision would be made at that time whether to rename the remaining section of Cartons Road south of Main Street to Barrett Street.



Government guidelines and Australian Standards on street naming provide that situations which create major uncertainty for the emergency services must be corrected. The break in Cartons Road results in such a situation.

Street naming rules no longer permit solutions such as Cartons Road South, nor do they allow similar names such as Cartons Place in the same locality.

On 11 June 2013, Council wrote to the two affected property owners proposing two options and seeking feedback.

1. Rename the southern end of Cartons Road to Rosenow Street;
2. Rename the road with one of the following three names from the Anzac Commemorative Naming Project for Moorabool.
 - **Johansen Street**
 - **Barrett Street**
 - **King Street**

One of the two affected property owners advised verbally he had no strong preference. No response was received from the other resident.

In the absence of strong preference by the affected residents, it is proposed to rename the southern end of Cartons road to Barrett Street. This avoids the complication with the Rosenow Street option of having to renumber several existing properties.

Proposal

Rename the southern section of Cartons Road, Gordon to Barrett Street, Gordon and renumber two properties accordingly.

(Alfred Barrett, after whom the street is proposed to be named, was born at Pyalong, VIC, in 1890. He was a Police Constable, at Bacchus Marsh, when he applied for extended leave to enlist in the AIF, which he did on the 31st of May 1916. He served two years active service in France. He is listed on the Roll of Honour for Bacchus Marsh, held by the RSL at Bacchus Marsh, and is commemorated on Tree No N007 on the Avenue of Honour.)

Policy Implications

The 2013-2017 Council Plan provides as follows:

Key Result Area	Enhanced Infrastructure and Natural and Built Environment
Objective	Ensure current and future infrastructure meets the needs of the community
Strategy	Provision of effective and safe transport networks.

The proposal is consistent with the 2013-2017 Council Plan.

Financial Implications

There are no financial implications associated with the recommendation within this report.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Emergency services vehicle gets lost trying to find address	The current split in Cartons Road could lead to an emergency services vehicle wasting critical time trying to get to an address.	Medium	Implement the proposed street renaming.

Communications and Consultation Strategy

Advertise intention to rename the southern end of Cartons Road in the Moorabool Leader newspaper and/or other relevant publications.

Notify the Following authorities of the name change.

Spatial Information Infrastructure	Southern Rural Water
Australia Post Bacchus Marsh delivery centre	RACV – Bacchus Marsh
Address Post Victoria	RACV – Ballarat
Victoria Police	Telstra
Ambulance Victoria	Elgas Ltd
Ambulance Station – Bacchus Marsh	TRU Energy
Country Fire Authority – Mount Waverley	SP Ausnet
Bacchus Marsh Fire Brigade	Origin Energy
Country Fire Authority Region 15	Melways Publishing
Victoria SES – Bacchus Marsh	Pocket Books
Victoria SES – Ballarat	Universal Publishers
Western Water	Ballarat Taxi Company
Central Highlands Water	Australian Electoral Commission
	Australian Bureau of Statistics

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

General Manager – Phil Jeffrey

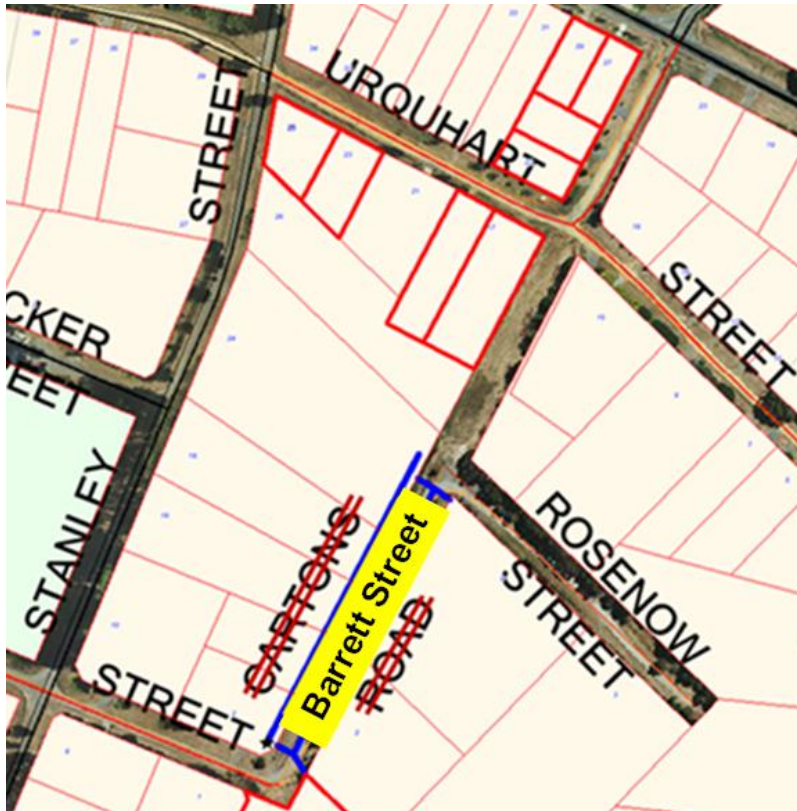
In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Hamoodi Tarshoubi

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

The southern end of Cartons Road is proposed to be renamed Barrett Street, as shown on the map below.



Recommendation:

That Council:

1. Approves the renaming of the southern end of Cartons Road, Gordon to Barrett Street in order to provide for current and future residences.
2. Implements the name change, following notification to relevant authorities and affected land owners.

Report Authorisation

Authorised by:

Name: Phil Jeffrey
Title: General Manager Infrastructure
Date: Friday 26 July 2013

11.4.2 Capital Improvement Program Quarterly Report – June 2013

Introduction

File No.: 16/01/001
 Author: Sam Romaszko
 General Manager: Phil Jeffrey

Background

The delivery of the Capital Improvement Program is an important function of Council's operations and represents a significant portion of Council's overall expenditure. Accordingly, the status of the overall program is reported to Council every quarter.

Proposal

This quarterly report provides Council with an overview of the progress of Council's 2012/2013 Capital Improvement Program to 30 June 2013.

Implementation of the 2012/2013 Capital Improvement Program

The 2012/2013 Capital Improvement Program currently consists of 86 projects. This list incorporates projects from various sources including but not limited to the following:

- Projects carried forward from 2011/2012 program
- 2012/2013 Council budgeted projects
- Grant funded projects

Also for simplicity sake the reseal, final seal, gravel road resheet and shoulder resheet programs have been listed as 4 projects in total rather than listing each individual road under each respective program.

The Engineering Services Unit nominates 6 key stages of the project delivery process and will report with reference to these stages in regard to the overall program status. The table below summarises the overall program status as at 30 June 2013:

CIP Program Delivery Stage	Actual as of 30 June 2013	
	No. of Projects	%
Not Commenced	12	13.9
Documentation/Design Preparation	1	1.2
Tender/Quote Stage	1	1.2
Project Awarded – Waiting Commencement	1	1.2
In Progress/Under Construction	5	5.8
Complete	66	76.7
TOTAL	86	100.00

The attached report details the proposed timeframe and progress of each individual project. In addition the report also provides specific comments in relation to each project and its status.

Program Status & Financial Year Performance

Of the 86 projects in this year's program;

- There are eight externally funded projects that will be carried forward into the 2013/2014 financial year. These projects could not be commenced during the year due to pending grant applications.
- There are two externally funded projects in this year's program being Main Street, Bacchus Marsh – Stage 3 Streetscape Improvements and Navigators rotunda and BBQ that will be carried forward due to the signed funding agreements being received late in the financial year. Main Street, Bacchus Marsh is scheduled to commence in September 2013 and Navigators rotunda and BBQ has commenced with anticipated completion in August 2013.
- Two projects are currently on hold (Notice of Motion), being Bacchus Marsh Racecourse Reserve and BMCCH Building E Refurbishment.
- The Bacchus Marsh Aquatic Facility preplanning project has been on hold due to the finalisation of community consultation. This project is scheduled for delivery in 2013/14.
- The BMCCH new pavilion preplanning project has been deferred and officers are investigating the possibility of an integrated facility with the Darley Early Years Hub. Pending the outcome of this, the project will either be consolidated into the Darley Early Years Hub or alternatively preplanning will progress as previously scoped.
- Labilliere/Grant St intersection project is currently on hold due to developer negotiations.

These 15 projects have not been included as part of the overall end of year performance calculations because they were out of the control of the unit. Taking this into account, 66 of a possibly 71 projects were completed resulting in 93% of the program being completed in the financial year.

Carry Forward Projects

Further to the exceptions listed above, five projects are proposed to be carried forward to the 2013/2014 financial year. These include;

Project Description	Comments
Masons Lane Reserve – oval fencing and eastern pavilion upgrade	Works are in progress and due for completion in August 2013.
Bacchus Marsh Pound improvements	Improvements to existing dog pens are now scheduled to occur in November 2013.
Lal Lal Falls masterplan development	This project is due for completion in September 2013.
Halletts Way bridge functional design	Preliminary functional design has been prepared by developers and is currently under review. The bridge functional design will progress during 2013/14.
Ballan Depot preplanning	This design project is scheduled for completion in April 2014.

Program Financial Status

As with every program, there are financial unders and overs that occur throughout the year and officers have reviewed the overall CIP forecast expenditure for the 2012/13 financial year in comparison to the available budget. It is forecast that the budget will be favourable in the order of \$250,000 representing a 2.5% under spend.

There are two options available with the overall under spend. The first would be to retain the funds as consolidated revenue to improve Council's cash position. However, as has been the case in previous years with an under expenditure, the second option is to help address Council's funding gap by carrying forward the funds into additional projects. If this was the preferred option, the proposed projects that would brought forward from the long term capital program are:

- Bungaree Weighbridge improvements - \$35,000 (provisional amount subject to a future report to Council. Funds would need to be reallocated if project didn't proceed).
- Gell Street, Bacchus Marsh – replacement of existing footpaths to complement the current streetscape improvements project - \$55,000 (this project addresses an existing public liability issue for Council with a history of incidences and claims and is listed on the long term capital improvement program as a high priority project).
- Spencer Road, Ballan – road rehabilitation and footpath works from Cowie Street to Densley Court - \$160,000 (preplanning for this project has been funded in 2013/14 therefore the construction aspect of the project will be brought forward a year).

Policy Implications

The 2013–2017 Council Plan provides as follows:

Key Result Area	Enhanced Infrastructure Natural and Built Environment.
Objective	Ensure current and future infrastructure meets the needs of the community.
Strategy	Construct physical infrastructure to appropriate standards.

The Capital Improvement Program reporting is consistent with the 2013-2017 Council Plan.

Financial Implications

Reporting of the Capital Improvement Program has been resourced as part of Council's budget; accordingly there are no additional financial implications. At this point in time, the program is within budget parameters.

Risk & Occupational Health & Safety Issues

There are no irregular Risk and Occupational Health and Safety issues identified in this report. Specific risk elements are analysed and dealt with as part of the delivery of each individual project.

Communications Strategy

Progress on the Capital Improvement Program is reported in the following formats:

- | | |
|-------------------------------|---------------------------------|
| • Infrastructure Update | Weekly |
| • CIB (significant projects) | Monthly |
| • Moorabool Matters | Bi Monthly |
| • Moorabool News | Updates on Significant Progress |
| • Ordinary Meeting of Council | Quarterly |

In addition, specific projects are communicated to the community and affected residents as required through a range of methods including but not limited to advertisements, mail outs and letter drops

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Phil Jeffrey

In providing this advice to Council as General Manager, I have no interests to disclose in this report.

Author – Sam Romaszko

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

This report provides a summary of the progress of the Capital Improvement Program for the fourth quarter of the 2012/2013 period for the information of Councillors.

Recommendation:

That Council:

- 1. Receives the Capital Improvement Program quarterly report to 30 June 2013.**
- 2. Carries forward surplus funds to the 2013/14 financial year into the following projects;**
 - a. Bungaree Weighbridge improvements - \$35,000**
 - b. Gell Street, Bacchus Marsh – replacement of existing footpath - \$55,000**
 - c. Spencer Road, Ballan – road rehabilitation and footpath works from Cowie Street to Densley Court - \$160,000**

Report Authorisation

Authorised by:




Name: Phil Jeffrey
Title: General Manager Infrastructure
Date: Friday 26 July 2013

Attachment - Item 11.4.2



2012/13
Capital Improvement Program
Quarterly Report
June 2013


BUDGET LEGEND

-  - Currently on or under budget
-  - Currently within 10% of allocated budget
-  - In excess of 10% of budget allocation

Sealed Roads Program

Yendon-Lal Lal Road, Yendon


Budget: \$470,000

Task	Start Date	End Date	% Completed	Budget Status
Road rehabilitation – Ch 0 to 1.4	01/01/2013	30/06/2013	100	

This project was delivered by our Works Department and completed in June 2013.

Yendon-Egerton Road, Yendon


Budget: \$350,000

Task	Start Date	End Date	% Completed	Budget Status
Road rehabilitation – Ch 0 to 0.95	01/01/2013	30/06/2013	100	

This project was delivered by our Works Department and completed in June 2013.

Ballan-Meredith Road, Morrissions


Budget: \$353,200

Task	Start Date	End Date	% Completed	Budget Status
Road rehabilitation – Ch 7109 to 8140	01/11/2012	31/01/2013	100	

This project was awarded to Bitu-Mill Pty Ltd and completed in January 2013.

Egerton-Ballark Road, Morrissions


Budget: \$230,000

Task	Start Date	End Date	% Completed	Budget Status
Road reconstruction – various locations	01/12/2012	28/02/2013	100	

This project was awarded to Downer EDI and completed in February 2013.

Glenmore Road, Rowsley


Budget: \$321,300

Task	Start Date	End Date	% Completed	Budget Status
Road widening – Ch 1.15 to 2.98	01/8/2012	24/12/2012	100	

This project was delivered by our Works Department and completed in December 2012.

Gordon-Egerton Road, Mt Egerton (preplanning)


Budget: \$25,000

Task	Start Date	End Date	% Completed	Budget Status
Survey & Design	01/8/2012	30/6/2013	100	

This project was awarded to Tech Roads Pty Ltd and completed in June 2013.


Blakeville Road, Ballan (preplanning)

Budget: \$25,000

Task	Start Date	End Date	% Completed	Budget Status
Survey & Design	01/8/2012	30/6/2013	100	


This project was awarded to Tech Roads Pty Ltd and completed in June 2013.

Bacchus Marsh-Balliang Road, Bacchus Marsh (preplanning)**Budget: \$25,000**

Task	Start Date	End Date	% Completed	Budget Status
Survey & Design	01/8/2012	30/06/2013	100	


This project was awarded to CRE Consulting Engineers Pty Ltd and completed in June 2013.

Halletts Way Extension (pre-planning)**Budget: \$75,000**

Task	Start Date	End Date	% Completed	Budget Status
New bridge over Werribee River (western route)	01/8/2012		20	


Preliminary functional design has been prepared by developers and is currently under review. Following review, bridge functional design can progress. This project has been identified for carry forward into the 2013/14 financial year.

Bennetts Lane, Coimadai**Budget: \$65,000**

Task	Start Date	End Date	% Completed	Budget Status
Road widening	01/8/2012	30/11/2012	100	


This project was delivered by our Works Department and completed in November 2012.

Yendon No 1 Road, Yendon**Budget: \$150,000**

Task	Start Date	End Date	% Completed	Budget Status
Road rehabilitation	01/01/2013	28/02/2013	100	


This contract was awarded to Bitu-Mill Pty Ltd and completed in February 2013.

Reseal Program**Reseal Contract, Various Locations****Budget: \$569,115**

Task	Start Date	End Date	% Completed	Budget Status
Reseal works on various roads	01/10/2012	31/03/2013	100	


The Reseal contract consists of 52 locations covering 26.9 km and was awarded to Boral Resources (Vic) Pty Ltd. The reseal program was completed in March 2013.

Asphalt Works, Various Locations**Budget: \$83,600**

Task	Start Date	End Date	% Completed	Budget Status
New asphalt works on various roads	01/11/2012	31/08/2012	100	


Asphalt works in Taverner St, Dugdale St, and Dickson St, Bacchus Marsh were completed in August 2012.

Final Seals, Various Locations**Budget: \$152,945**

Task	Start Date	End Date	% Completed	Budget Status
Final Seal works on various roads	01/10/2012	31/03/2013	100	


Final seals are included in the current reseal contract that has been awarded to Boral Resources (Vic) Pty Ltd, The program consists of 4 projects covering 5.9 km of road. Final seals were completed in March 2013.

Shoulder Resheet Program**Shoulder Resheeting Program Budget: \$466,300**

Task	Start Date	End Date	% Completed	Budget Status
Construction	01/09/2012	30/06/2013	100	


This program consists of 12 roads covering 15.1 km of shoulders throughout the Shire. Our Works Department delivered this program which was completed in June 2013.

Unsealed Roads Program**Gravel Road Resheeting Program Budget: \$816,250**

Task	Start Date	End Date	% Completed	Budget Status
Construction	01/09/2012	30/06/2013	100	


This program consists of 21 roads covering 20.6 km throughout the Shire. Our Works Department delivered this program which was completed in June 2013.

Bridges & Culverts**Egerton-Bungeeltap Road, Bungal Budget: \$35,000**

Task	Start Date	End Date	% Completed	Budget Status
Widening of box culvert	01/02/2013	28/02/2013	100	

This project involves widening of an existing box culvert. These works were undertaken by our Works Department and completed in February 2013.

Ballan-Greendale Road, Greendale Budget: \$17,000

Task	Start Date	End Date	% Completed	Budget Status
Guardrail replacement works	01/04/2013	31/05/2013	100	

This project involved guardrail replacement works and completed in May 2013.

Cartons Road, Gordon**Budget: \$17,500**

Task	Start Date	End Date	% Completed	Budget Status
Deck repair and guardrail replacement works	01/04/2013	31/05/2013	100	

This project involved guardrail replacement and minor bridge maintenance. Works commenced in April and completed in May 2013.

Ballan-Meredith Road, Morrisons**Budget: \$17,500**

Task	Start Date	End Date	% Completed	Budget Status
Painting of steel deck and shoulder sealing	01/04/2013	31/05/2013	100	

This project involves sealing of shoulders and minor bridge maintenance. Works commenced in April and completed in May 2013.

Morrisons-Elaine Road, Morrisons**Budget: \$19,000**

Task	Start Date	End Date	% Completed	Budget Status
Painting of Steel Columns	01/04/2013	31/05/2013	100	

This project involves minor bridge maintenance. Works commenced in April and completed in May 2013.

Clarendon-Bluebridge Road, Clarendon**Budget: \$15,500**

Task	Start Date	End Date	% Completed	Budget Status
Painting of Steel Deck and Beams	01/04/2013	31/05/2013	100	

This project involves minor bridge maintenance. Works commenced in April and completed in May 2013.

Pathways Program**Sarino Park, Maddingley****Budget: \$30,000**

Task	Start Date	End Date	% Completed	Budget Status
Footpath replacement – various locations	01/02/2013	31/05/2013	100	


This project involves replacement of damaged footpath bays. This project was awarded to G&B Boyd Pty Ltd and completed in May 2013.

Davison Court, Maddingley**Budget: \$7,500**

Task	Start Date	End Date	% Completed	Budget Status
Footpath replacement – various locations	01/04/2013	31/05/2013	100	


This project involved replacement of damaged footpath bays. This project was delivered by our Works Department and completed in May 2013.

Leahy Street, Maddingley**Budget: \$7,500**

Task	Start Date	End Date	% Completed	Budget Status
Footpath replacement – various locations	01/10/2012	31/10/2012	100	


This project involves replacement of damaged footpath bays and was delivered by our Works Department in October 2012.

Main Street, Gordon**Budget: \$12,500**

Task	Start Date	End Date	% Completed	Budget Status
Construction of new footpath	01/01/2013	31/01/2013	100	


This project involves the construction of a footpath from the hall to general store (north side) and was completed by our Works Department in January 2013.

Wilson Place, Bacchus Marsh**Budget: \$10,500**

Task	Start Date	End Date	% Completed	Budget Status
Footpath replacement – various locations	01/03/2013	31/05/2013	100	


This project involved replacement of damaged footpath bays and was completed by our Works Department in May 2013.

George Street, Bacchus Marsh**Budget: \$13,500**

Task	Start Date	End Date	% Completed	Budget Status
Footpath replacement – various locations	01/03/2013	31/03/2013	100	


This project involves replacement of damaged footpath bays and was completed by our Works Department in March 2013.

Rosehill Drive, Bacchus Marsh**Budget: \$9,120**

Task	Start Date	End Date	% Completed	Budget Status
Footpath replacement – various locations	01/02/2013	28/02/2013	100	

This project involves replacement of damaged footpath bays and was completed by our Works Department in February 2013.

DDA Upgrade Program**Budget: \$20,000**

Task	Start Date	End Date	% Completed	Budget Status
Upgrade pedestrian crossings	01/04/2013	31/05/2013	100	

This project included DDA upgrades to existing pedestrian crossings and was completed by our Works Department in May 2013.

Dicker Street, Gordon**Budget: \$30,750**

Task	Start Date	End Date	% Completed	Budget Status
Construction of new footpath	01/04/2013	30/06/2013	100	

This project included the construction of a new footpath and was completed by our Works Department in June 2013.

Careys Road, Gordon**Budget: \$20,000**

Task	Start Date	End Date	% Completed	Budget Status
Construction of new footpath	01/01/2013	31/01/2013	100	

This project includes the construction of a new footpath and was completed by our Works Department in January 2013.

Old Melbourne Road, Gordon**Budget: \$11,000**

Task	Start Date	End Date	% Completed	Budget Status
Construction of new footpath	01/01/2013	31/01/2013	100	

This project includes the construction of a new footpath and was completed by our Works Department in January 2013.

Grey Street, Darley**Budget: \$32,000**

Task	Start Date	End Date	% Completed	Budget Status
Construction of new footpath	01/01/2013	31/01/2013	100	

This project involves the construction of a footpath from Dundas Street to Nelson Street (north side) and completed in January 2013.

Inglis Street, Ballan - Footpath**Budget: \$13,000**

Task	Start Date	End Date	% Completed	Budget Status
Construction of new footpath	01/01/2013	28/02/2013	100	

This project was delivered by our Works Department and completed in February 2013.

Eyrie Court, Hopetoun Park - Footpath**Budget: \$16,950**

Task	Start Date	End Date	% Completed	Budget Status
Construction of new footpath	01/05/2013	31/05/2013	100	


This project was delivered by our Works Department and completed in May 2013.

Avenue of Honour, Bacchus Marsh**Budget: \$40,000**

Task	Start Date	End Date	% Completed	Budget Status
Feasibility Study	(on hold)		0	


Project on hold pending external funding that is currently being sourced for this project. This project has been identified for carry forward into the 2013/14 financial year.

Clarendon-Lal Lal Road, Lal Lal - Footpath**Budget: \$70,000**

Task	Start Date	End Date	% Completed	Budget Status
Extension of existing pathway	01/01/2013	30/06/2013	100	


This project was completed by our Works Department in June 2013.

DDA Upgrade Program – Vic Roads**Budget: \$7,000**

Task	Start Date	End Date	% Completed	Budget Status
Upgrade Pedestrian Crossings	01/04/2013	30/06/2013	100	


This project was delivered by our Works Department and was completed in June 2013. .

Main Street, Bacchus Marsh**Budget: \$400,000**

Task	Start Date	End Date	% Completed	Budget Status
Streetscape Improvements – Stage 3	01/03/2013	30/06/2014	0	


Tenders have now closed and evaluation is underway. This project has been identified for carry forward into the 2013/14 financial year.

Pound Works, Bacchus Marsh (preplanning)**Budget: \$14,500**

Task	Start Date	End Date	% Completed	Budget Status
Preplanning works	01/01/2013	30/06/2014	0	


Preplanning is currently in progress, with construction to occur next financial year. This project has been identified for carry forward into the 2013/2014 financial year.

Kerb and Channel Program**Clarinda Street, Bacchus Marsh****Budget: \$260,000**

Task	Start Date	End Date	% Completed	Budget Status
Kerb and channel construction including carpark	01/01/2013	31/1/2013	100	


This project was awarded to Corrib Drainage Pty Ltd and completed in January 2013.

Franklin Street, Bacchus Marsh (preplanning)**Budget: \$15,000**

Task	Start Date	End Date	% Completed	Budget Status
Kerb and channel	01/01/2013	30/06/2013	100	


This project involved preplanning of kerb and channel from Labilliere Street to Griffith Street and completed in June 2013.

Lerderderg Street, Bacchus Marsh**Budget: \$270,000**

Task	Start Date	End Date	% Completed	Budget Status
Kerb and channel replacement works	01/07/2012	24/12/2012	100	


This project was delivered by our Works Department and complete in December 2012.

Road Safety Program**Intersection of Labilliere and Grant Street****Budget: \$120,000**

Task	Start Date	End Date	% Completed	Budget Status
Construction	01/10/2013	30/06/2014	0	


Final design plans are complete. Construction has been postponed due to developer negotiations. This project has been identified for carry forward into the 2013/14 financial year.

Ingliston-Settlement Road, Ballan**Budget: \$15,000**

Task	Start Date	End Date	% Completed	Budget Status
Intersection Sealing	01/12/2012	31/12/2012	100	


This project was delivered by our Works Department and completed in December 2012.

Lyndhurst Street, Gordon**Budget: \$15,000**

Task	Start Date	End Date	% Completed	Budget Status
Intersection Sealing	01/12/2012	31/12/2012	100	


This project was delivered by our Works Department and completed in December 2012.

Springbank Road, Gordon**Budget: \$35,000**

Task	Start Date	End Date	% Completed	Budget Status
Pavement widening on crests and curves	01/12/2012	28/02/2013	100	


This project was delivered by our Works Department and was completed in February 2013.

Ormond Road, Bolwarrah**Budget: \$38,000**

Task	Start Date	End Date	% Completed	Budget Status
Pavement widening on crests and curves	01/04/2013	30/06/2013	100	

This project was delivered by our Works Department and was completed in June 2013.

O'Connells Rd/Wells Rd, Darley (preplanning)**Budget: \$17,500**

Task	Start Date	End Date	% Completed	Budget Status
Intersection and drainage improvement works	01/01/2013	30/06/2013	100	


This project included intersection and drainage design to improve intersection safety. Preplanning was awarded to Tech Roads Pty Ltd and completed in June 2013.

Street Lighting Program**Budget: \$4,500**

Task	Start Date	End Date	% Completed	Budget Status
New Light Installations	01/01/2013	30/06/2013	100	


This project included the installation of new street lighting throughout the shire and completed in June 2013.

Urban Drainage Program**Grey Street, Darley****Budget: \$15,000**

Task	Start Date	End Date	%Completed	Budget Status
Drainage investigation works	01/04/2013	30/04/2013	100	


This project included drainage investigation works and is complete.

Vance Court, Darley**Budget: \$30,000**

Task	Start Date	End Date	%Completed	Budget Status
Easement drain rectification works	01/01/2013	31/03/2013	100	


This project includes easement drain rectification works and was awarded to Corrib Drainage Pty Ltd, with works completed in March 2013.

Rural Drainage Program**Mclvor Road, Wallace****Budget: \$20,000**

Task	Start Date	End Date	%Completed	Budget Status
Table drain improvements	01/03/2013	30/06/2013	100	

This project included drainage improvements and completed in June 2013.

Rural Drainage Improvements**Budget: \$80,000**


Task	Start Date	End Date	% Completed	Budget Status
Pavement drainage improvements	01/07/2012	30/06/2013	100	

This project included improvements to drainage on various roads throughout the shire and completed in June 2013.

Flood Mitigation

Station Street, Bacchus Marsh (preplanning)

Budget: \$22,500

Task	Start Date	End Date	%Completed	Budget Status
Drainage investigation works (preplanning)	01/04/2013	30/06/2013	100	

This project included drainage investigation works and completed in June 2013.

Community Land Program

Masons Lane Reserve, Bacchus Marsh

Budget: \$150,000

Task	Start Date	End Date	% Completed	Budget Status
Formalisation of ovals and building works	01/07/2012	31/08/2013	50	

This project includes the formalisation of ovals (perimeter fencing) and pavilion extension works. Fencing works are now complete, with the building works currently underway and scheduled for completion in August 2013. This project has been identified for carry forward and will be delivered in the 13/14 financial year.

Dunnstown Recreation Reserve, Dunnstown


Budget: \$87,500

Task	Start Date	End Date	% Completed	Budget Status
New Irrigation System	01/07/2012	30/09/2012	100	

This project was awarded to Advanced Irrigation Pty Ltd and completed in September 2012.

Elaine Recreation Reserve


Budget: \$120,000

Task	Start Date	End Date	% Completed	Budget Status
Tennis Court Reconstruction	01/03/2013	31/05//2013	100	

This project involved the reconstruction of existing tennis courts, including fencing and drainage improvements. Construction commenced in March and completed in May 2013.

Navigators Rotunda and BBQ

Budget: \$54,670

Task	Start Date	End Date	% Completed	Budget Status
Construction of rotunda and BBQ	01/04/2013	31/08/2013	50	

This project was awarded to Cosway Constructions and is currently in progress with anticipated completion in August. This project has been identified for carry forward and will be delivered in the 13/14 financial year.

Bacchus Marsh Indoor Aquatic Centre Preplanning**Budget: \$160,000**

Task	Start Date	End Date	% Completed	Budget Status
Preplanning for new aquatic facility	01/07/2012	30/06/2014	50	

Schematic design is complete. This project has been identified for carry forward into the 13/14 financial year.

Wallace Recreation Reserve**Budget: \$46,800**

Task	Start Date	End Date	% Completed	Budget Status
Resurfacing of Tennis Courts	01/10/2012	31/05/2013	100	

This project involved the resurfacing of existing tennis courts. Construction was completed in May 2013.

Masons Lane Reserve, Bacchus Marsh (preplanning)**Budget: \$20,000**

Task	Start Date	End Date	% Completed	Budget Status
Formalisation of car parking areas (preplanning)	01/10/2012	30/06/2013	100	

This preplanning project involved the formalisation of car parking areas at the reserve and completed in June 2013.

Darley Park Recreation Reserve**Budget: \$76,800**

Task	Start Date	End Date	% Completed	Budget Status
Lighting to existing tennis/netball courts	01/09/2013	30/06/2014		

This project has been identified for carry forward and will be delivered in the 13/14 financial year.

Maddingley Park**Budget: \$120,000**

Task	Start Date	End Date	% Completed	Budget Status
Tennis Court resurfacing	01/03/2013	30/06/2013	100	

This project was awarded to Grass Sports Australia Pty Ltd and completed in June 2013.

Maddingley Park**Budget: \$30,000**

Task	Start Date	End Date	% Completed	Budget Status
Pumphouse – Change / Toilet	31/08/13	30/06/14	5	

This project was awarded to Shane Cook Homes Pty Ltd and is scheduled to commence in August 2013. This project has been identified for carry forward into the 2013/14 financial year.

Bacchus Marsh Racecourse Reserve**Budget: \$200,000**


Task	Start Date	End Date	% Completed	Budget Status
NoM General Allocation	(On hold)		0	

Project on hold pending technical assessment and report back to Council as per resolution. This project has been identified for carry forward into the 2013/14 financial year.

Community Buildings Program

Bungaree Recreation Reserve


Budget: \$2,250,000

Task	Start Date	End Date	% Completed	Budget Status
Construction of Community Facility	01/08/2012	30/06/2013	100	

This project included the construction of a new community facility and ancillary works including new car park and entrance road. This project was completed in June 2013.

Ballan Mens Shed


Budget: \$124,000

Task	Start Date	End Date	% Completed	Budget Status
Construction of Mens Shed	31/10/2013	30/06/2014	0	

This project is scheduled to commence in late October 2013. This project has been identified for carry forward into the 2013/14 financial year.

Navigators Public Hall / Community Centre


Budget: \$25,000

Task	Start Date	End Date	% Completed	Budget Status
Roof replacement	01/08/2012	30/09/2012	100	

This project included roof replacement works and completed in September 2012.

Bacchus Marsh Leisure Centre


Budget: \$13,000

Task	Start Date	End Date	% Completed	Budget Status
Hot water service replacement	01/07/2012	30/09/2012	100	

This project included the replacement of hot water services and completed in September 2012.

Cargerie Bore


Budget: \$40,000

Task	Start Date	End Date	% Completed	Budget Status
Bore Replacement	01/07/2012	28/02/2013	100	

This project has been awarded to Lake and Land Pty Ltd and completed in February 2013.

Balliang East Bore

Budget: \$65,000

Task	Start Date	End Date	% Completed	Budget Status
Bore Replacement	01/07/2012	30/06/2013	100	

This project was awarded to Lake and Land Pty Ltd and completed in June 2013.

Bacchus Marsh Civic and Community Hub – Building E refurbishment**Budget: \$150,000**

Task	Start Date	End Date	% Completed	Budget Status
Public toilet and change room amenities	(On Hold)		0	

Project on hold pending technical assessment and report back to Council as per resolution. This project has been identified for carry forward into the 2013/14 financial year.

Bacchus Marsh Civic and Community Hub Pavilion (preplanning)**Budget: \$50,000**

Task	Start Date	End Date	% Completed	Budget Status
Feasibility works to investigate sporting facilities	01/01/2013	30/06/2014	5	

A project brief is currently being prepared to assess options. This project has been identified for carry forward into the 2013/14 financial year.

Corporate Land**Steiglitz Street Hardstand Car Park – Stage 2****Budget: \$85,000**

Task	Start Date	End Date	% Completed	Budget Status
Installation	01/07/2012	30/06/2013	100	

This project was delivered by Council's Works Department and was completed in June 2013.

Bus Shelters Program**Bus Shelter / Bus Route Development Program****Budget: \$20,000**

Task	Start Date	End Date	% Completed	Budget Status
Installation	01/07/2012	30/06/2013	100	

This project includes the construction of bus shelters throughout the shire and completed in June 2013.

Corporate Buildings Program**Ballan Depot Relocation (preplanning)****Budget: \$75,000**

Task	Start Date	End Date	% Completed	Budget Status
Preplanning	17/01/2013	30/06/2014	5	

Preplanning has commenced on this project. This project has been identified for carry forward into the 2013/14 financial year.

Non Council Land / Buildings Program

Lal Lal Falls, Lal Lal

Budget: \$5,000

Task	Start Date	End Date	% Completed	Budget Status
Master Plan	01/04/2013	30/06/2014	10	

This project includes the development of a masterplan and has been awarded to Land Design Partnerships. This project has been identified for carry forward into the 2013/2014 financial year.

Elaine Public Hall Kitchen upgrade

Budget: \$31,700

Task	Start Date	End Date	% Completed	Budget Status
Upgrade to kitchen facilities	01/08/2013	31/10/2013	0	

This project includes the upgrade to existing kitchen facilities at Elaine Public Hall and has been awarded to Advanced Cabinetry. This project has been identified for carry forward into the 2013/14 financial year.

Community Arts Garden at Baptist Church

Budget: \$90,000

Task	Start Date	End Date	% Completed	Budget Status
Construction of Community Garden	(on hold)		0	

Project on hold pending external funding that is currently being sourced for this project. This project has been identified for carry forward into the 2013/14 financial year.

Yendon Recreation Reserve Development Project

Budget: \$81,350

Task	Start Date	End Date	% Completed	Budget Status
Construction of Shelter, Playground and Lighting to the tennis courts and car park areas	(on hold)		0	

Project on hold pending external funding that is currently being sourced for this project. This project has been identified for carry forward into the 2013/14 financial year.

Mt Egerton Hall and Recreation Reserve

Budget: \$90,000

Task	Start Date	End Date	% Completed	Budget Status
Installation of Play Equipment, Shade Structure and trails to link the primary school, hall and recreation reserve	(on hold)		0	

Project on hold pending external funding that is currently being sourced for this project. This project has been identified for carry forward into the 2013/14 financial year.

Myrniong Recreation Reserve

Budget: 70,000

Task	Start Date	End Date	% Completed	Budget Status
Construction of Walking and Cycling Trails around the recreation reserve	(on hold)		0	

Project on hold pending external funding that is currently being sourced for this project. This project has been identified for carry forward into the 2013/14 financial year.

11.4.3 Flood Recovery Works Program Quarterly Report – June 2013

Introduction

File No.: 02/13/023
Author: Sam Romaszko
General Manager: Phil Jeffrey

Background

During 2010 and early 2011 various severe weather events were experienced across the Shire resulting in widespread flood damage to Council's infrastructure including roads, drains, bridges, walking trails, recreation reserves and buildings. The most dangerous and necessary damaged assets were attended to by Council's Works Department and Contractors during or shortly after the events for public safety and amenity.

Subsequently a series of significant tasks on multiple occasions were undertaken to inspect, assess and estimate costs for flood damage on all Council's roads and other infrastructure across the Shire. Each event has triggered submission of damage estimates to the Department of Treasury and Finance for Natural Disaster Financial Assistance now totalling approximately \$21.3 million. Council is currently in the process of delivering the works associated with those grants.

Proposal

This quarterly report provides Council with an overview of the progress of the Flood Recovery Works Program to 30 June 2013.

Implementation of the Flood Recovery Program

The number of individual projects in the Flood Recovery Program is currently 720. Significant emergency repairs were implemented at the time of each event and Council officers have grouped remaining like projects and simplified the list for reporting purposes. As a result the reportable number of projects associated with the Flood Recovery Program consists of 46 projects.

To be consistent with the capital program reporting, the Engineering Services Unit has used the 6 key stages of the project delivery process and will report with reference to these stages in regard to the overall program status. The table below summarises the overall program status as at 30 June 2013:

Flood Recovery Works Program Delivery Stage	Actual as at 30 June 2013	
	No. of Projects	%
Not Commenced	0	0.0
Documentation/Design Preparation	2	4.3
Tender/Quote Stage	0	0.0
Project Awarded – Waiting Commencement	1	2.2
In Progress/Under Construction	3	6.5
Complete	40	87.0
TOTAL	46	100.0

The attached report details the progress of each individual project. In addition the report also provides specific comments in relation to each project and its status.

Significant Projects

There has been good progress to date with approximately \$18.1M worth of works committed, in progress or complete. Recent large projects include;

- S Conroy Road, Bunding bridge replacement – works are well advanced with an anticipated completion date of August 2013.
- Egerton-Ballark Road, Morrisons (stages 1 & 2) – reconstruction works are complete.
- Elaine-Morrison Road, Morrisons – reconstruction works are complete.

Estimated damage and timing of repairs

Council's current damage estimates submitted to the Department of Treasury and Finance (DTF) for Natural Disaster Financial Assistance total \$21.3 million. This will be adjusted and reimbursement for actual costs will inform the final damage amount.

Council have received advice regarding the submission for an extension of time and have been able to secure a revised project delivery timeframe of June 2014 for infrastructure deemed 'essential'. At this point in time, it is unclear if the walking trails fall within 'essential infrastructure' and officers are seeking clarification regarding this to ensure works can proceed as planned. Until this is resolved, there remains some risk to the completion of this component of the restoration works.

Policy Implications

The 2013–2017 Council Plan provides as follows:

Key Result Area

Enhanced Infrastructure Natural and Built Environment.

Objective Ensure current and future infrastructure meets the needs of the community.

Strategy Construct physical infrastructure to appropriate standards.

The Capital Improvement Program reporting is consistent with the 2013-2017 Council Plan.

Financial Implications

Reporting of the Flood Recovery Program has been resourced as part of the financial assistance claims from state government; accordingly there are no additional financial implications. At this point in time, the program is within overall budget parameters although Council will be reimbursed for actual expenditure.

Risk & Occupational Health & Safety Issues

There are no irregular Risk and Occupational Health and Safety issues identified in this report. Specific risk elements are analysed and dealt with as part of the delivery of each individual project.

Communications Strategy

Progress on the Flood Recovery program will be reported in the following formats:

- | | |
|-----------------------------------|---------------------------------|
| ▪ Infrastructure Update | Weekly |
| ▪ Councillor Information Bulletin | Monthly |
| ▪ Moorabool Matters | Bi Monthly |
| ▪ Moorabool News | Updates on Significant Progress |
| ▪ Capital Improvement Program | Quarterly |

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Phil Jeffrey

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Sam Romaszko

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

This report provides a summary of the progress of the Flood Recovery Program for the fourth quarter of the 2012/2013 period for the information of Councillors.

Recommendation:

That Council:

- 1. Receives the Flood Recovery Program Quarterly Report to 30 June 2013.**
- 2. Requests that officers write to relevant Federal Departments and State Department of Treasury and Finance outlining the urgency of obtaining approval to proceed with the walking trail restoration component of the overall flood recovery works.**

Report Authorisation

Authorised by:




Name: Phil Jeffrey
Title: General Manager Infrastructure
Date: Friday 26 July 2013

Attachment - Item 11.4.3



2012/13
Flood Recovery Program
Quarterly Report
June 2013

BUDGET LEGEND

-  - Currently on or under budget
-  - Currently within 10% of allocated budget
-  - In excess of 10% of budget allocation

Drainage restoration works

Leila Court, Bacchus Marsh

Budget: \$562,960

Task	Start Date	End Date	% Completed	Budget Status
Drainage outfall rectification	01/08/2012	30/11/2013	0	

This project has been tendered and evaluation is now complete, with an anticipated commencement date of September 2013.

Connor Street, Bacchus Marsh

Budget: \$130,000

Task	Start Date	End Date	% Completed	Budget Status
Drainage outfall rectification	01/07/2012	31/03/2013	100	

Contract was awarded to Patten Pavement Services Pty Ltd and works were completed in December 2012.

Hopetoun Park Estate

Budget: \$40,000

Task	Start Date	End Date	% Completed	Budget Status
Various repair works to drainage easements	01/01/2013	31/03/2013	100	

Contract has been awarded to PG Carey Contracting Pty Ltd and was completed in November 2012.

Tramway Lane, Bacchus Marsh

Budget: \$75,000

Task	Start Date	End Date	% Completed	Budget Status
Drainage rectification works	01/10/2012	30/06/2013	100	

Contract has been awarded to Enoch Civil Pty Ltd and was completed in November 2012.

McLeod Drive, Darley

Budget: \$30,000

Task	Start Date	End Date	% Completed	Budget Status
Drainage works	01/07/2012	31/03/2013	100	

Contract was awarded to Butler Excavations Pty Ltd and completed in February 2013.

Lewis Street, Darley

Budget: \$35,000

Task	Start Date	End Date	% Completed	Budget Status
Drainage restoration works	05/03/2011	26/03/2011	100	

This project was awarded to ABS Building Services and completed in March 2011.

Bacchus Marsh Pipe Cleaning

Budget: \$27,000

Task	Start Date	End Date	% Completed	Budget Status
Clean silt from underground drainage pipes	27/06/2011	19/08/2011	100	

Works are now complete for all known silt problems.

Bacchus Marsh & Ballan Minor Pipe Repair

Budget: \$38,000

Task	Start Date	End Date	% Completed	Budget Status
Repair/replace minor drainage issues	18/07/2011	30/10/2011	100	

*This project was completed in December 2011.***Lewis Street Drainage into McLeod Street**

Budget: \$80,000

Task	Start Date	End Date	% Completed	Budget Status
Replace drainage & flood path.	24/10/2011	30/09/2012	100	

*This project was awarded to Butler Excavations and completed in June 2012.***Recreation Reserves and Buildings****Recreation Reserves – Repair Surface Damage**

Budget: \$130,000

Task	Start Date	End Date	% Completed	Budget Status
Repair pavements & surface drains.	1/08/2011	16/12/2011	100	

*These works were completed February 2012.***Buildings – Minor Repairs**

Budget: \$10,000

Task	Start Date	End Date	% Completed	Budget Status
Repair of minor building damage.	09/01/2012	24/02/2012	100	

*Repair works to Lerderderg Children's Centre were completed early 2011.***Walking Trails****Caledonian Park – Sth of River – Walking Path**

Budget: \$53,000

Task	Start Date	End Date	% Completed	Budget Status
Repair pavements & surface drains.	15/08/2011	14/10/2011	100	

*This project was completed in December 2011.***Caledonian Park – Nth of River – Walking Path**

Budget: \$64,000

Task	Start Date	End Date	% Completed	Budget Status
Repair pavements & surface drains.	06/02/2012	30/03/2012	100	

This project was completed in March 2012.

Caledonian Park – Bank Street outfall drainage repair**Budget: \$20,000**

Task	Start Date	End Date	% Completed	Budget Status
Replace drainage.	01/02/2011	16/03/2011	100	

This project was completed in March 2012.

Lerderderg River Walking Trail – West of Gisborne Rd**Budget: \$365,000**

Task	Start Date	End Date	% Completed	Budget Status
Rebuild the trail from Gisborne Rd to Links Rd	01/07/2012	30/12/2013	0	

A design contract has been awarded to GHD Pty Ltd with an options report received taking into account path location and river flood levels. Negotiations with Melbourne Water are also in progress

Lerderderg River Walking Trail – East of Gisborne Rd**Budget: \$97,000**

Task	Start Date	End Date	% Completed	Budget Status
Rebuild the trail from Gisborne Rd to Western Fwy	01/07/2012	30/12/2013	0	

A design contract has been awarded to GHD Pty Ltd with an options report received taking into account path location and river flood levels. Negotiations with Melbourne Water are also in progress

Werribee River Walking Trail – Pepper Tree Park**Budget: \$160,000**

Task	Start Date	End Date	% Completed	Budget Status
Rebuild the trail.	01/07/2012	30/12/2013	20	

A design contract has been awarded to GHD Pty Ltd with an options report received taking into account path location and river flood levels. Negotiations with Melbourne Water are also in progress. Minor maintenance works have been undertaken and are now complete.

Walking trails - various**Budget: \$42,600**

Task	Start Date	End Date	% Completed	Budget Status
Various walking trail repairs	01/07/2012	30/10/2012	100	


Repair works are now complete including Masons Lane Reserve and Longforest Road walking trail.

Bridge rectification works**Bridge Repairs – Throughout Shire****Budget: \$512,781**

Task	Start Date	End Date	% Completed	Budget Status
Maintenance work to repair storm damage.	13/06/2011	23/12/2011	100	


Contract was awarded to Global Contracting Pty Ltd and reached practical completion on 30 April 2012.

North Blackwood Road Bridge Replacement**Budget: \$600,000**

Task	Start Date	End Date	% Completed	Budget Status
Design & Construction	05/09/2011	03/03/2012	100	


Contract was awarded to Bridge & Marine Pty Ltd and bridge open to traffic in April 2012.

Martin Street Bridge Replacement**Budget: \$350,000**

Task	Start Date	End Date	% Completed	Budget Status
Design & Construction	05/09/2011	03/03/2012	100	


Contract was awarded to Bridge & Marine Pty Ltd and bridge open to traffic in April 2012.

Bungaree Wallace Road Pedestrian Bridge Replacement**Budget: \$40,000**

Task	Start Date	End Date	% Completed	Budget Status
Supply & Construction	01/01/2013	31/03/2013	100	


This contract was awarded to Carey Contracting Pty Ltd and completed in March 2013.

Simmons Reef Road Major Culvert Replacement**Budget: \$420,000**

Task	Start Date	End Date	% Completed	Budget Status
Design & Construction	01/07/2012	30/09/2013	80	

Original contract has been taken over by Council and outstanding works have been tendered, with the contract being awarded to Fulton Hogan Pty Ltd. Works are scheduled for completion in September 2013.

Long Gully Road Major Culvert Replacement**Budget: \$140,000**

Task	Start Date	End Date	% Completed	Budget Status
Design & Construction	05/09/2011	03/02/2012	100	


Contract was awarded to P&G Carey Contracting Pty Ltd and open to traffic in May 2012.

Gargans Road Bridge Replacement**Budget: \$360,000**

Task	Start Date	End Date	% Completed	Budget Status
Design & Construction	01/07/2012	31/10/2012	100	

This contract was awarded to Bridge & Marine Pty Ltd and open to traffic in November 2012.

Bacchus Marsh Balliang Road Major Culvert Replacement**Budget: \$48,000**

Task	Start Date	End Date	% Completed	Budget Status
Design & Construction	09/01/2012	02/04/2012	100	

This project was delivered by Council's Works Department and was completed in June 2012.

Culvert cleaning & minor repair – Throughout Shire.**Budget: \$20,000**

Task	Start Date	End Date	% Completed	Budget Status
Cleaning & minor repair of culverts including disposal of silt stockpiles	01/07/2012	30/06/2013	100	

Several culverts have been cleaned and repaired across the Shire to date. The removal and disposal of silt stockpiles were completed in June 2013.

S Conroy Road bridge replacement**Budget: \$350,000**

Task	Start Date	End Date	% Completed	Budget Status
Design and construction	01/09/2012	31/03/2013	80	

This contract has been awarded to Global Contracting Pty Ltd. Construction has commenced and with anticipated completion in August 2013.

Golden Point Road culvert replacement**Budget: \$250,000**

Task	Start Date	End Date	% Completed	Budget Status
Design and construction	01/11/2012	31/03/2013	100	

This project has been awarded to Lake & Land Pty Ltd and was completed in March 2013.

Sealed & unsealed roads**Gravel Road and Shoulder Repairs – West Moorabool****Budget: \$560,264**

Task	Start Date	End Date	% Completed	Budget Status
Gravel resheeting and other work to repair storm damage.	01/02/2012	30/07/2012	100	

Contract has been awarded to Global Contracting Pty Ltd and reached practical completion in August 2012.

Gravel Road and Shoulder Repairs – Woodlands**Budget: \$554,689**

Task	Start Date	End Date	% Completed	Budget Status
Gravel resheeting and other work to repair storm damage.	01/02/2012	30/07/2012	100	

Contract has been awarded to Global Contracting Pty Ltd and reached practical completion in August 2012

Gravel Road and Shoulder Repairs – Bungal**Budget: \$1,950,860**

Task	Start Date	End Date	% Completed	Budget Status
Gravel resheeting and other work to repair storm damage.	14/02/2011	28/02/2012	100	

Contract was awarded to Citywide Service Solutions Pty Ltd and reached practical completion in May 2012.

Gravel Road and Shoulder Repairs – East Moorabool**Budget: \$1,572,548**

Task	Start Date	End Date	% Completed	Budget Status
Gravel resheeting and other work to repair storm damage.	14/02/2011	28/02/2012	100	

Contract was awarded to Global Contracting Pty Ltd and reached practical completion in April 2012.

Sealed Road Repairs – Throughout Shire**Budget: \$170,000**

Task	Start Date	End Date	% Completed	Budget Status
Stabilise & patch areas of failed sealed pavement.	09/01/2012	31/12/2012	100	

Various projects including Yankee Flat Road, Egerton-Bungeeltap Road and Torpys Road patching works are now complete.

Sealed Road Repairs – Patching Contract – Sector A**Budget: \$233,158**

Task	Start Date	End Date	% Completed	Budget Status
Stabilise & patch areas of failed sealed pavement (north end of West Moorabool Ward)	01/10/2012	31/01/2013	100	

Contract has been awarded to Fulton Hogan Industries Pty Ltd. This contract commenced in November 2012 and reached practical completion in December 2012.

Sealed Road Repairs – Patching Contract – Sector B**Budget: \$435,130**

Task	Start Date	End Date	% Completed	Budget Status
Stabilise & patch areas of failed sealed pavement (West Moorabool Ward, northern Bungal Ward, southern Woodlands Ward)	01/10/2012	31/01/2013	100	


Contract has been awarded to Global Contracting Pty Ltd. This contract commenced in November 2012 and reached practical completion in March 2013.

Sealed Road Repairs – Patching Contract – Sector C**Budget: \$259,587**


Task	Start Date	End Date	% Completed	Budget Status
Stabilise & patch areas of failed sealed pavement (East Moorabool Ward, Bungal and southern Woodlands Ward)	01/10/2012	31/01/2013	100	

Contract has been awarded to Chimewood Pty Ltd. This contract commenced in November 2012 and reached practical completion in December 2012.


Ingliston Settlement Road – Landslip repair**Budget: \$28,776**

Task	Start Date	End Date	% Completed	Budget Status
Construction	10/10/2011	30/03/2012	100	


*This project was completed in January 2012.***Egerton-Ballark Road – haul route rectification works****Budget: \$600,000**

Task	Start Date	End Date	% Completed	Budget Status
Design and Construction	01/07/2012	31/03/2013	100	


*Stage 1 – This contract has been awarded to Downer EDI, with works completed in March 2013.**Stage 2 – This contract has been awarded to Bitu-Mill Pty Ltd, with works completed in February 2013.***Elaine-Morrisons Road – haul route rectification works****Budget: \$500,000**

Task	Start Date	End Date	% Completed	Budget Status
Design and Construction	01/07/2012	31/03/2013	100	

*This contract was awarded to Fulton Hogan Pty Ltd. Works were completed in June 2013.***Ballan-Meredith Road – haul route rectification works****Budget: \$300,000**

Task	Start Date	End Date	% Completed	Budget Status
Design and Construction	01/03/2012	28/02/2013	100	

*Contract has been awarded to Bitu-Mill Pty Ltd and was completed in December 2012.***Mount Wallace-Ballark Road – haul route rectification works****Budget: \$80,000**

Task	Start Date	End Date	% Completed	Budget Status
Design and Construction	01/07/2012	31/03/2013	100	


*Contract was awarded to Corrib Drainage Pty Ltd, with works completed in March 2013.***Elaine-Egerton Road / Elaine-Morrison Road Intersection
- haul route rectification works****Budget: \$50,000**

Task	Start Date	End Date	% Completed	Budget Status
Design and Construction	01/07/2012	31/03/2013	100	

Contract was awarded to Corrib Drainage Pty Ltd, with works completed in March 2013.

**Ballan-Meredith Road / Elaine-Morrison Road Intersection
- haul route rectification works**


Budget: \$25,000

Task	Start Date	End Date	% Completed	Budget Status
Design and Construction	01/07/2012	30/06/2013	100	

This project was completed in June 2013.

Purcells Lane, Myrniong – haul route rectification works


Budget: \$100,000

Task	Start Date	End Date	% Completed	Budget Status
Design and Construction	01/07/2012	31/03/2013	100	

Contract was awarded to Corrib Drainage Pty Ltd, with works completed in March 2013.

Various Council Roads – temporary sealing of patching works

Budget: \$53,275

Task	Start Date	End Date	% Completed	Budget Status
Design and Construction	01/03/2012	31/12/2012	100	

Sealing of patching undertaken as a result of haul route rectification works is now complete.

11.4.4 Petition – Ballan Township Trees

Introduction

File No.: 02/06/008
Author: Glenn Townsend
General Manager: Phil Jeffrey

Background

At the Ordinary Meeting of Council on Wednesday 19 June 2013, a petition was received containing 546 signatures pertaining to a request *“to provide minimal pruning under power lines maintaining tree health and beauty and requesting that power lines be put underground for fire safety.”*

At that Meeting, the following was resolved:

Resolution:

That the petition containing 546 signatures pertaining to a request to provide minimal pruning under power lines maintaining tree health and beauty and requesting that power lines be put underground for fire safety, be received by Council and that a report be prepared by officers for Council’s consideration.

CARRIED.

Tree clearance around power lines is a legislative requirement under the Electrical Safety Act 1998. In June 2010, new Electricity Safety (Electric Line Clearance) Regulations 2010 were passed in Parliament to replace the previous 2005 version. The new 2010 Regulations imposes more onerous requirements relating to the minimum clearance required to be maintained between vegetation and electric lines and was largely a response to the Black Saturday bush fires.

It now means that cutting is required to ensure that no vegetation can enter a specified clearance zone at any time. The level of clearance is dependent on many factors including the line voltage and whether the area is classified as a high or low bushfire risk area. In essence, this can translate to having an increased impact on street trees and thus their amenity.

The responsibility for clearance around powerlines depends on whether an area has been ‘declared’ or not. The legislation allows a municipality to declare an area which in turn makes that Council responsible for tree clearance. Many urban areas were declared during the 1980’s following Ash Wednesday and in the case of Moorabool, Bacchus Marsh township is the only declared area which means that Powercor is responsible for the remainder of the Shire including the Ballan township.

Since the 2010 Regulations were introduced and because of the potential impact on street trees, discussions between the MAV and Energy Safe Victoria (ESV) have been ongoing in an attempt to relax the requirements. To date no resolution of those negotiations has been forthcoming.

Bushfire risk is commonly referenced as a reason for tree clearance around electricity lines. However, in a township zone, public safety from electric shock, continuity of supply and fire are the main objectives in priority order.

The following diagrams illustrate the clearance requirements of the Regulations. This coupled with the fact that no regrowth is allowed within the clearance space means that trees need to be cut beyond this zone. Depending on the species of the tree and a nominal rate of regrowth of 1m per year, the distance of the cut beyond the clearance zone is determined by the frequency of pruning.

PLAN VIEW OF AN OVERHEAD POWERLINE

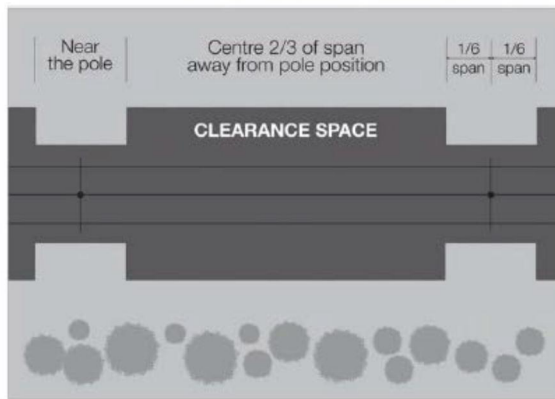


FIGURE 5: HAZARDOUS BUSHFIRE RISK AREAS AND 66 KV IN LOW BUSHFIRE RISK AREAS

Tables 2 and 3

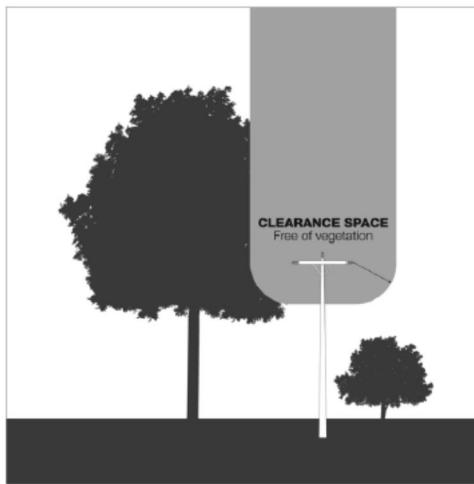


FIGURE 4: LOW BUSHFIRE RISK AREAS (EXCEPT 66 KV)

Table 2

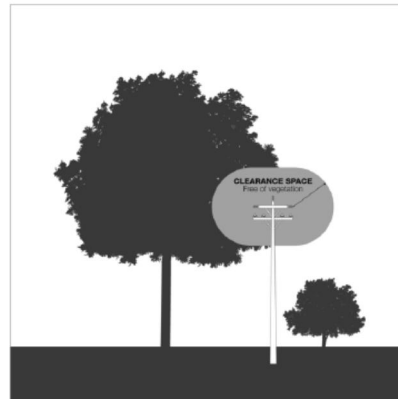
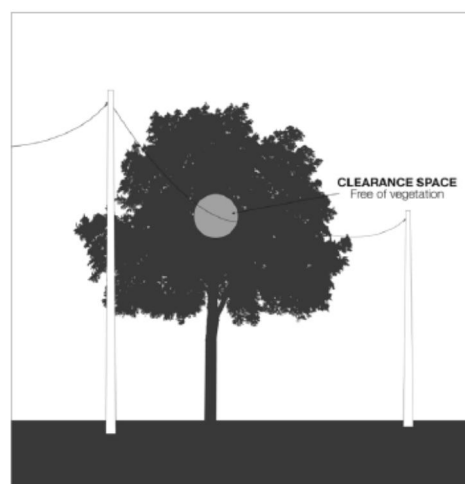
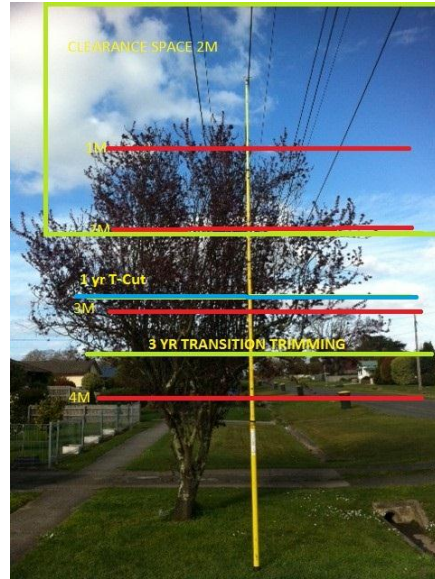
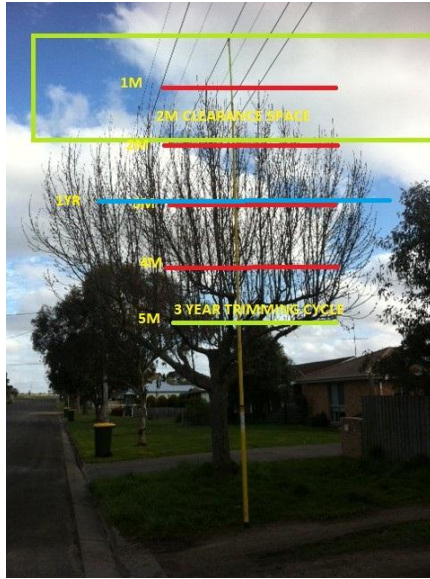


FIGURE 2: AERIAL BUNDLED CABLES & INSULATED SERVICE LINES IN ALL AREAS

Table 1



This is further illustrated by the marked up photos below.



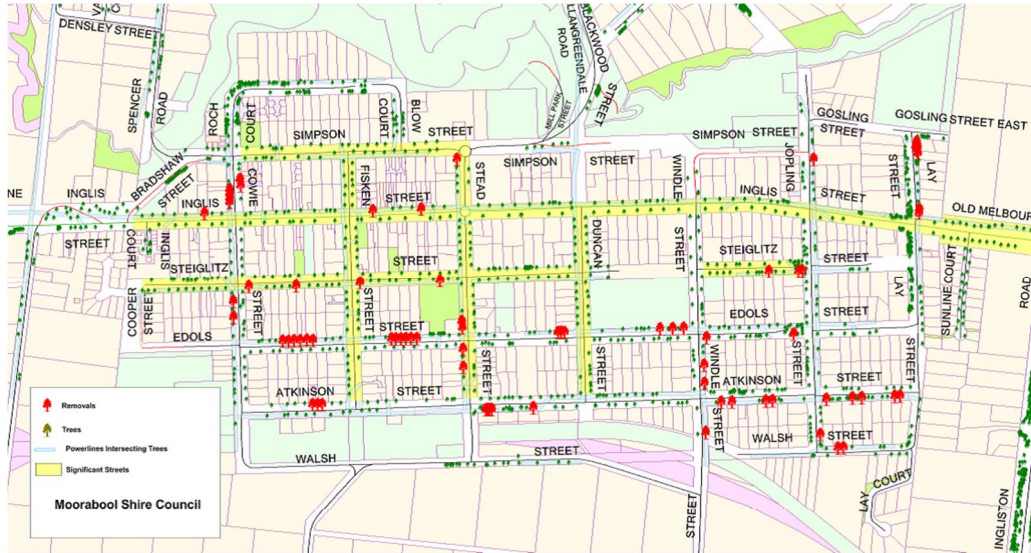
Proposal

Although Council is not responsible for electric line clearance in Ballan, the trees are a Council asset and officers recognised early that the new regulations may have an adverse impact on the trees within the town. Therefore engagement with Powercor and its pruning contractor has been ongoing for a period of time. The discussions have focussed on minimising the impact on the town trees rather than avoiding pruning all together as this is unavoidable under current legislation. The key areas that have been the focus of Powercor discussions are outlined further below.

Ballan Street Tree Assessment

Council officers completed a street tree assessment of Ballan Township before entering into recent discussions with Powercor. This audit identified that there are many trees that are either an inappropriate species under power lines or are in poor health or have structural problems. Council’s Parks team are recommending that these be removed as part of the pruning works and replaced with a more suitable species. The trees recommended for removal are indicated in red on the plan below.

In addition, Council officers have identified existing avenues with high aesthetic and amenity value. These areas are shaded yellow on the plan below and although the trees do not fall under the category of “significant trees”, Powercor have applied for a clearance zone exemption to ESV. The trees within these areas are ones that amenity value is being taken into account when determining the frequency and type of prune that will be undertaken.



Where trees are identified for removal and replacement, it is proposed that Powercor’s contractor remove the tree to ground level. Council will then arrange for removal of the stump and replacement of the tree accordingly. Tree replacements are likely to occur next tree planting season, usually May to August.

Cut Extent

At this stage, Powercor has agreed that trees within the high amenity areas will only be pruned to where they have been previously. The frequency is yet to be determined based on this level of cut but is likely to mean that an annual prune in these areas may be required.

Pruning and Amenity

Common feedback when tree pruning around power lines occurs is the final form the tree takes after cutting. Powercor and its contractor has also agreed to undertake amenity pruning as part of the clearance works under the supervision of the Council arborist to avoid odd shaped trees and to protect the long term health of the trees.

Undergrounding Power and Aerial Bundling

Undergrounding the power in Inglis Street or aerial bundling of cables is a further option to eliminate the need to prune trees in the town centre. Both are expensive projects that would need to tie into a larger streetscape project to be viable. The cost of undergrounding power in Inglis Street would be in the order of \$400,000. There have been recent reports in the local press regarding existing conduits under the footpath however it is unknown whether these could be utilised and even if they could, the cost of undergrounding wouldn’t reduce by much. This would only benefit the main street and the rest of the streets in the town would still require pruning. It is therefore recommended that this option only be considered further in the context of an overall street upgrade.

Strategy

The clearance issue and associated discussions has highlighted the need to develop a street tree strategy for Ballan which would have a focus on streets and precincts to achieve visual continuity throughout the township. It would also consider appropriate tree species and replacement programs to protect the long term visual amenity that the existing trees provide the town. It is recommended that this strategy be progressed over the next 12 months.

Timing

Powercor advises that it is required to have all power line clearance completed across the state by the end of 2013 in order to comply with legislation. Ballan is included in this requirement and therefore pruning works are anticipated begin early September following a notification period and will take approximately 2 week to complete.

General

In conjunction with discussions with officers, Powercor and ESV have met in Ballan to discuss an exemption in relation to "significant trees". This could potentially reduce the amount of cut required. As a result, Powercor has applied for exemptions to the clearance space of the trees to the power lines in Inglis Street but to date no decision has been forthcoming from ESV.

As things currently stand, Council's powers are limited in terms of the legislative requirement however there are three options that could be considered:

1. Leave township of Ballan as existing undeclared area and allow Powercor to continue to be the responsible authority for vegetation management under the Act and at their discretion.
2. Apply to the Governor-in-Council, responsible Minister and Fire Authority to have an area within the township of Ballan declared. If granted, Council would become the responsible authority for vegetation management around electrical lines under the Act including Hazardous and Dangerous trees. Under this option, trees will still need to be pruned but Council can determine the frequency however there will be an associated cost.
3. Continue to work with Powercor and its contractors based on the discussions and agreed outcomes outlined above.

Policy Implications

The 2013–2017 Council Plan provides as follows:

Key Result Area	Enhanced Infrastructure and Natural and Built Environment
Objective	Management of Assets and Infrastructure
Strategy	Proactive maintenance of Council owned and managed parks, garden, trees, playgrounds, open space and town entrances at appropriate standards.

The proposal is consistent with the 2013-2017 Council Plan.

Financial Implications

There are no financial implications to Council relating to Option 1, as the trimming of the trees within the area continues to be the sole responsibility of Powercor as it remains an Undeclared Area. Although there is a potential financial impact for Council if the aesthetic and amenity value is destroyed. Council may have to remove the remnants of the existing trees and replant with a more appropriate species under electrical lines.

There is a financial impact relating to Option 2 as this would require that Council takes on the responsibility of electrical line clearance within the Declared Areas under the new 2010 regulations. It also takes on the responsibility of Hazardous and Dangerous trees within this Declared Area. The costs associated with this option would be in the order of \$40,000 per annum plus internal resources to administer compliance.

There will be some financial impact with Option 3, but to a far lesser degree. This would be the cost of stump grinding, tree replacement and officer time in supervision and direction from Councils arborist as required.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Amenity	Loss of amenity due to tree pruning	High	Work with Powercor to minimise impacts. Agree to prune to previous levels.
Fire	Lines arcing due to tree encroachment	Low	Maintain clearance space in accordance with regulations
OHS	Occupational Risk	Low	Contractor/s to be licensed and have OHS Management System

The associated risk is in direct proportion to whether the area continues to be Undeclared or Declared.

Based on the above table the risk can be minimised through the engagement of experienced contractors with appropriate Management Systems.

Communications Strategy

Both parties will develop a communications and media strategy and it is recognised that the community needs to be alerted early. There have already been reports in the local press regarding the issue so the community already has some awareness of the issues.

As required by the regulations, Powercor will include notification in local newspapers and a letter drop directly affected residents allowing a 14 day notice period. It will outline the works to be carried out by Powercor's contractor, the reasons why and when the works will take place and the follow up works and timeframes. It is proposed that Council include information as part of the letter drop where tree replacements are to occur so residents are informed of what proposed and the associated timing.

A further option could be to request Powercor to undertake a public forum to provide the community an opportunity to discuss concerns. It is unlikely that this would be agreed to as the issue of legislative compliance remains.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Phil Jeffrey

In providing this advice to Council as the Manager, I have no interests to disclose in this report.

Author – Glenn Townsend

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

It is unlikely that the desires of the community in relation to tree pruning will be met. However tree clearance around power lines is a legislative requirement that is out of the control of Council. Powercor is the responsible authority for the Ballan Township because it is an 'undeclared area'.

The introduction of the new Electricity Safety (Electrical Line Clearance) Regulations 2010 has resulted in a significant change to clearance space required to be maintained between vegetation and various kinds of electrical lines. Council is not responsible for clearance around powerlines in Ballan however officers have been in discussions with Powercor in relation to minimising the impact on town amenity.

Recommendation:

That Council:

1. **Shares the concerns of the community but acknowledges that tree clearance around power lines is a legislative requirement under the Electrical Safety Act 1998 and that Powercor is the responsible authority for Ballan Township.**
2. **Requests officers to continue to work with Powercor to minimise the amenity impact that the clearance works around power lines will have.**
3. **Commits to developing a street tree policy and strategy that considers the impacts of power lines and street trees.**

Report Authorisation

Authorised by:

Name: Phil Jeffrey
Title: General Manager Infrastructure
Date: Friday 26 July 2013

11.5 CORPORATE SERVICES

11.5.1 2012/13 End of Financial Year Report – Council Plan Actions

Introduction

File No.: 02/02/002
Author: Natalie Abbott
General Manager: Shane Marr

Background

The 2009-2013 Council Plan was developed and adopted by Council in June 2009. As part of the development of the framework of the Council Plan, Council determines appropriate actions which will support the framework, delivering agreed outcomes for the Community. The Council Plan is reviewed annually.

All Council activities can be linked back to the Council Plan which was reviewed at the Ordinary Meeting of Council on Wednesday 14 June 2012, in accordance with section 125 (7) of the Local Government Act 1989. At this time, Council identified 20 new actions that were indicative of its success in achieving the strategic direction of the Council Plan.

Each quarter during the 2012/13 period an update has been provided to Council in relation to the progress of all Council Plan Actions

Discussion

The attached 2012/13 Council Plan Actions Final Quarter Progress Report indicates each of the actions and the progress comments for the 2012/13 Financial Year.

Proposal

Council has continued to produce significant results in all areas of the Council Plan for the 2012/13 Financial Year. Due to one action pertaining to the development of a playground strategy having been incorporated into the development of a Recreation and Social Infrastructure plan action, 19 actions have been monitored during the period.

Of the 19 Council Plan actions, 11 actions have been completed and a further 3 actions relate to ongoing projects and the 2012/13 targets have been met. Overall 14 actions are completed or on track for 2012/13. The remaining 5 actions have made substantial progress and it is envisaged that 2 of these actions will be completed during the first and second quarter of the 2013/14 year. Progress will continue for the remaining 3 actions throughout the next financial year with a completion target of June 2014.

Delays in strategic decisions or funding approvals from other tiers of government have impacted on the progress of two actions, namely the Bacchus Marsh Traffic Study and implementation of Council's Service Delivery Model.

The remaining items are scheduled for completion with in the 2013/14 financial year or will be incorporated into other major pieces of work such as the social infrastructure plan or the integrated planning framework which will continue into 2013/14.

This report is to inform Council and the community on the progress of key Council Plan actions for 2012/13 Financial Year.

Policy Implications

As this report relates to the 2012/13 Financial year, this report relates to the 2009–2013 Council Plan which provided for as follows:

Key Result Area	Continuous Improvement in Council Services
Objective	Effective strategic and business planning for a growing community
Strategy	Develop, implement and maintain relevant strategic and business plans

Financial Implications

There are no financial implications from this report. All projects either completed or progressing to the 2013/14 financial year have been allocated a budget.

Risk & Occupational Health & Safety Issues

There are no risk or occupational health and safety issues in relation to this report.

Communications Strategy

Specific projects may have their own communications strategy nevertheless this report will be displayed on Council's website and the annual progress will be reported in Council's Annual Report.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Shane Marr

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Natalie Abbott

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

Council has continued to produce significant results in all areas of the Council Plan for the 2012/13 Financial Year.

Of the 19 Council Plan actions, 14 actions have been completed or are on track for completion within the financial year. The remaining items are scheduled for completion within the 2013/14 financial year or will be incorporated into other major pieces of work such as the social infrastructure plan or the integrated planning framework which will continue into 2013/14.

The attached 2012/13 Council Plan Actions Final Quarter Progress Report indicating each of the actions and the progress comments for the 2012/13 Financial Year is presented to Council for consideration.

Recommendation:

That Council receives the 2012/13 End of Financial Year Council Plan Actions Report.

Report Authorisation**Authorised by:**

Name: Shane Marr
Title: General Manager Corporate Services
Date: Thursday, 1 August 2013



Attachment - Item 11.5.1



Moorabool Shire Council

PREMIUM Action and Task Progress Report

July 2012 - June 2013

Report Filters:

Date From :01-07-2012

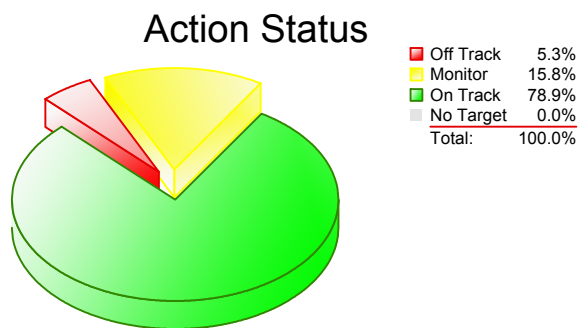
Date To :30-06-2013

Display Task : No

Action Filter :Council Plan




2012-13 Council Plan Progress Report - Final Quarter
June 2013



CEO's Office

Human and Regulatory Services

STRATEGY: 4.1.1 Implement a program of continuous improvement in service delivery.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% On Target
4.1.1.65 Implement Council's Business Excellence Program.	Ajay Ramdas - Training / Human Resources Officer	In Progress	01/07/2012	30/06/2014	75%	60%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Culture Survey	Recurrent				


Linked action filters: Leadership Action, Council Plan

ACTION PROGRESS COMMENTS

Over the past 12 months the organisation has implemented the Business Excellence program. This program has been developed through all levels of the organisation working on systems views, with 40 systems views being developed at the organisational, directorate and service unit levels. As part of this program, an electronic system called Promapp is used to capture information relating to improving and sharing of processes and knowledge and including policies, all accessed from one central online location. So far, more than 500 processes have been identified and over 100 staff trained in Promapp. Throughout the training, many efficiencies, benefits and opportunities for improvement have been identified and are flowing through to service units. The Business Excellence program will be a continuous program throughout the organisation.

Last Updated - 18/07/2013

Community Services**Community Development****STRATEGY:** 2.1.2 Support and recognise the vital role and contribution of volunteers in our communities.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% On Target
2.1.2.3 Provide support to volunteer groups, organisations and individuals.	Kate Diamond-Keith - Community Development Manager	Completed	01/07/2012	30/06/2013	100%	100%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Community Development	Recurrent				

Linked action filters: Service Unit Action, Performance Objective, Council Plan**ACTION PROGRESS COMMENTS**

Council's Community Development Team has supported a variety of community groups and organisations over the past 12 months.

The major areas of support provided were as follows:


Skills Development and Training Program with 8 sessions delivered in Ballan and Bacchus Marsh. Sessions included Grant Writing, Fundraising, Social Media and Community Planning. Attendees at the sessions reported that the training program was very valuable and helped them develop their skills to make their groups more sustainable. This program was funded by the State Government, through the Community Engagement Project. Skills Development and Training in 2013/14 will be delivered by Community Development Officers on an as needs basis to individual community groups when requested.

Council also delivered the Vibrant Communities Conference in April 2013. This conference was a great success with over 70 people attending. Conference attendees said that the conference was useful for networking and meeting people, inspired them and motivated them to improve their committee or group and gave them valuable information for planning for the future.

Community Development Officers also provided support to other community groups in the Shire, through a community group newsletter, providing updates on funding and resources available and supporting committees with governance and planning issues.

Last Updated - 18/07/2013

STRATEGY: 2.1.5 Pursue initiatives that promote life long learning, literacy and information needs of the community.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% On Target
2.1.5.6 Implement Mobile Library Strategy.	Kate Diamond-Keith - Community Development Manager	Completed	01/07/2012	30/06/2013	100%	100%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Library Services Management	Recurrent				

Linked action filters: Performance Objective, Council Plan

ACTION PROGRESS COMMENTS

The new rural library service has been successfully implemented over the past 12 months. The Ballan Library in particular has been very successful, however, some of the rural sites have had slow uptake by the community. A report was presented to Council in May providing Councillors with an update on the new service and Council agreed to extend the service until June 2014. This report highlighted some potential improvement to the service which will be considered in the 1st year review of this service. The review will be presented to Council by November 2013.

The service statistics for the 1st year of operation are:

The Ballan Library had 16,155 loans and 10,580 visits. The Ballan Library also had over 31 children and 20 parents attend the weekly storytime session.

Other rural library site statistic are included below:


- Dunnstown had 154 visits and 500 loans
- Bungaree had 163 visits and 1629 loans
- Gordon had 307 visits and 846 loans
- Blackwood had 133 visits and 279 loans
- Elaine had 8 loans and 8 visits
- Leigh Creek had 6 visits and 2 loans (The location and time for Leigh Creek was changed to encourage more use, but this change has not resulted in any increase in visits.)

Council will be provided with further information about the this service and any recommended improvements in the review to be presented to Council in November 2013.

Last Updated - 18/07/2013

Community Services General Managers Office

STRATEGY: 2.4.1 Promote community health and well-being through the provision of recreation facilities and programs.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% On Target
2.4.1.6 Preparation of the 2013-2017 Public Health and Wellbeing Plan.	Kate Diamond-Keith - Community Development Manager	In Progress	01/07/2012	31/10/2013	85%	85%	 GREEN
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Community Services Governance	Recurrent						

Linked action filters: Performance Objective, Council Plan

ACTION PROGRESS COMMENTS

The Council is required to develop a Public Health and Wellbeing Plan within 12 months of the Council election. The Community Development Team has been progressing the development of this plan since the Council election in October 2012.

Council endorsed the scope and methodology of the Health and Wellbeing Plan in December 2012.

A comprehensive community engagement process was undertaken to ensure the Health and Wellbeing Plan reflects the communities needs and priorities. 275 people were engaged during this process.

A draft Moorabool Health Profile has been developed. This Health Profile will be used to inform the development of the Plan.

The Moorabool Health and Wellbeing Committee was established comprising a variety of organisations and service agencies as well as Council staff. A committee workshop was held in May to develop the priorities for the Plan.

A discussion paper is scheduled to be presented to Council in early July to show the work done to date on the Health and Wellbeing Plan, including the Draft priorities for Council feedback. The Health and Wellbeing Committee is now developing the strategies and actions to be included in the Draft Plan.

The Moorabool Health and Wellbeing Plan will be presented to Council in September for endorsement for the purpose of community consultation. A final draft Plan will then be prepared for adoption by the Council in early October 2013.

Last Updated - 18/07/2013

Recreation Development

STRATEGY: 2.4.3 Pursue efficiencies in managing sporting and recreation facilities.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% On Target
2.4.3.9 Establish Bacchus Marsh Racecourse Reserve Committee of Management.	Troy Scoble - Recreation Development Manager	Completed	01/07/2012	30/06/2013	100%	100%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Recreation Development	Recurrent				

Linked action filters: Council Plan

ACTION PROGRESS COMMENTS


The Bacchus Marsh Racecourse Recreation Reserve Committee of Management has been established. The Recreation Development Unit provided ongoing support and governance assistance as per Appointment and Delegation Policy throughout the year. User agreements are being finalised and a lease is being negotiated for the Bacchus Marsh West Golf Club. The 2013/14 budget provides for development of a Master Plan for the Bacchus Marsh Racecourse Recreation Reserve.

Last Updated - 16/07/2013

Corporate Services

Corporate Services General Manager's Office

STRATEGY: 1.1.2 Ensure policies and good governance are in accordance with legislative requirements and best practice.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% On Target
1.1.2.19 Conduct of Council Election October 2012.	Shane Marr - General Manager Corporate Services	Completed	01/07/2012	30/06/2013	100%	100%	 GREEN


Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Corporate Services Governance	Recurrent 'One Off' Item				

Linked action filters: Council Plan

ACTION PROGRESS COMMENTS

The Victorian Electoral Commission (VEC) conducted the election on behalf of Council on 27 October 2012.

Last Updated - 14/12/2012

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% On Target
1.1.2.20 Conduct Induction of New Councillors.	Shane Marr - General Manager Corporate Services	Completed	01/07/2012	30/06/2013	100%	100%	 GREEN


Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Corporate Services Governance	Recurrent 'One Off' Item				

Linked action filters: Council Plan

ACTION PROGRESS COMMENTS

Councillor Induction program was undertaken by the new Council during November/December 2012.

Last Updated - 09/05/2013

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% On Target
1.1.2.21 Review of the following policies in line with Council's Policy Framework: - Investment Attraction Policy; - Risk Management Policy; - Film Policy	Shane Marr - General Manager Corporate Services	In Progress	01/07/2012	31/12/2013	50%	66%	 YELLOW

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Corporate Services Governance	Recurrent				

Linked action filters: Council Plan


ACTION PROGRESS COMMENTS

The Film Policy was adopted by Council at the Ordinary Meeting of Council (OMC) on 5 June 2013. The Investment Attraction Policy is still under review and is scheduled to be presented to an Assembly of Council in August 2013. The Risk Management Policy is currently under consideration by the Risk Management Steering Committee, and is scheduled to be presented to the Audit Committee in August for endorsement.

Revised completion date 31 December 2013

Last Updated - 23/07/2013

STRATEGY: 4.1.2 Pursue the integration and management of information, communication and technology systems.
Support the rollout of the National Broadband Network Bacchus Marsh trial.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% On Target
4.1.2.34 Implement Council's Service Delivery Model, including implementation of online opportunities available through the National Broadband Network (NBN).	Shane Marr - General Manager Corporate Services	In Progress	01/07/2012	30/06/2014	41%	50%	 YELLOW

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Corporate Services Governance	Income				

Linked action filters: Council Plan


ACTION PROGRESS COMMENTS

Council have been advised that we have been successful with the Department of Broadband, Communications and the Digital Economy (DBCDE), Digital Local Government program grant funding. This project will include an upgrade to Council's website, the introduction of video conferencing and the provision of mapping information on line. Implementation of the project has commenced with the Project Control Group established and the milestone 2 report submitted to DBCDE.

Due to the twelve month delay in gaining approval from DBCDE for funding of this project, completion is now expected by 30 June 2014.

Last Updated - 18/07/2013

STRATEGY: 4.2.1 Develop, implement and maintain relevant strategic and business plans.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% On Target
4.2.1.4 Development of 2013-17 Council Plan.	Shane Marr - General Manager Corporate Services	Completed	01/07/2012	30/06/2013	100%	100%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Corporate Services Governance	Recurrent				

Linked action filters: Council Plan


ACTION PROGRESS COMMENTS

The 2013-17 Council Plan was adopted by Council on 19 June 2013.

Last Updated - 09/07/2013

Customer Communication

STRATEGY: 4.1.3 Deliver responsive customer service

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% On Target
4.1.3.227 Review of Council's Customer Service Strategy.	Natalie Abbott - Coordinator Customer Communications	In Progress	01/07/2012	30/06/2013	90%	100%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Customer Service	Recurrent				


Linked action filters: Council Plan**ACTION PROGRESS COMMENTS**

Commenced the development of a Customer Service Strategy that will articulate a strategic approach to continuous improvement in the delivery of customer service throughout all service units in Council. Community, Councillor and Staff survey was conducted mid May with the results collated and forming the base for the Strategy. The Customer Service Charter has been reviewed and will form part of the Strategy. An Assembly of Council was conducted on the 15 May 2013. The draft Customer Service Strategy will be presented to Council in August 2013.

Last Updated - 17/07/2013

Information Services

STRATEGY: 4.1.2 Pursue the integration and management of information, communication and technology systems.
Support the rollout of the National Broadband Network Bacchus Marsh trial.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% On Target
4.1.2.33 Implement Council's Information Systems Strategy.	Chris Parkinson - Manager Information Services	Completed	01/07/2012	30/06/2013	100%	100%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Information Communication & Technology	Recurrent				

Linked action filters: Council Plan

ACTION PROGRESS COMMENTS

A major milestone action completed in this years strategy is now in place whereby Council has now entered into a Microsoft Enterprise Agreement (EA) for Microsoft software licensing. This now fully covers Councils' software licensing compliance with Microsoft for current and future desktop and server applications.


During the early part of 2013, the roll-out of 200 new desktop and laptop PCs was completed as part of our desktop refresh programme. This also included the move to Windows 7 and Office 2010 which was completed seamlessly and without any downtime or disruption to staff or affecting services to the community.

The review of the organisation's Internet access options has commenced and will include opportunities to take advantage of the high speed broadband NBN roll-out in Bacchus Marsh, where possible.

Last Updated - 18/07/2013

Growth and Development**Strategic & Sustainable Development**

STRATEGY: 3.5.1 Develop and apply a Planning Scheme for the Shire that facilitates land use and development that supports the social, economic and environmental well-being of the Shire.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% On Target
3.5.1.48 Complete Rural Zones Review.	Gavin Alford - Manager - Strategic & Sustainable Development	Completed	01/07/2012	30/06/2013	100%	100%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Strategic Land Use Planning	Recurrent				

Linked action filters: Council Plan

ACTION PROGRESS COMMENTS

The Rural Zones Review was finalised as at 5 September 2012, and has been included as part of the Moorabool 2041 initiative.

Last Updated - 16/07/2013

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% On Target
3.5.1.49 Develop a long term Urban Growth Strategy.	Gavin Alford - Manager - Strategic & Sustainable Development	Completed	01/07/2012	30/06/2013	100%	100%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Strategic Land Use Planning	Recurrent				

Linked action filters: Council Plan

ACTION PROGRESS COMMENTS

Urban Growth Policy Statement adopted by Council 19 September 2012, as Phase 1 of Moorabool 2041.
Moorabool 2041 Phase 2 now underway.
Policy outlines Council's preferred direction for Urban growth. This direction will be reviewed and tested as part of Phase 2.
Subcommittees of Council established to provide oversight of projects. Governance Structure will continue with Phase 2.

Phase 2 projects include:

- Planning Scheme and Application Assessment Review Part 1 Bacchus Marsh Zones Residential Implementation
- Bacchus Marsh Precinct Study
- Part 2 Bacchus Marsh Residential Zones Implementation – Options and Strategy
- Urban Settlement Strategy

There are a number of other Council Projects proposed or underway that will help form the Urban Growth Strategy.

These include:

- C51 Bacchus Marsh Activity Centre Structure Plan
- West Maddingley Development Plan
- Social Infrastructure Plan
- Recreation and Open Space Strategy
- Hike & Bike Strategy
- Flood Management Plan
- Health & Wellbeing Plan
- Various Asset Management Plans

Last Updated - 31/07/2013

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% On Target
3.5.1.50 Develop a Rural Strategy.	Gavin Alford - Manager - Strategic & Sustainable Development	Completed	01/07/2012	30/06/2013	100%	100%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Strategic Land Use Planning	Recurrent				

Linked action filters: Council Plan

ACTION PROGRESS COMMENTS

Rural Growth Policy statement adopted by Council 19 September 2012, as Phase 1 of Moorabool 2041.

Moorabool 2041 Phase 2 is now underway.

The Rural Growth Policy outlines Council's preferred direction for Rural growth. This direction will be reviewed and tested as part of Phase 2.

Subcommittees of Council established to provide oversight of projects. Their Governance Structures will commence with Phase 2.

Phase 2 projects include:


- Application of Victoria Planning Provisions (VPPs) in the Farming Zone – Rural Housing Policy
- Agricultural Enterprise Investment Needs on Smaller Lots Strategy
- Small Towns and Settlement Clusters Strategy

Other Planning initiatives which are also linked to Moorabool 2041 framework include:

- C53 Gordon Structure Plan
- Sewer Study - Bungaree and Wallace
- Moorabool Domestic Wastewater Plan

Last Updated - 31/07/2013

STRATEGY: 3.6.2 Develop new facilities through a planned and prioritised approach, and by pursuing service and funding partnerships within asset management and resource constraints.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% On Target
3.6.2.6 Develop Recreation and Social Infrastructure Planning.	Gavin Alford - Manager - Strategic & Sustainable Development	In Progress	01/07/2012	30/06/2014	65%	75%	 YELLOW

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Strategic Land Use Planning	Recurrent				

Linked action filters: Council Plan

ACTION PROGRESS COMMENTS


Infrastructure Gaps Analysis Study being developed as a component of Moorabool 2041. Other linked phases include Recreation Demographic Strategy and Track and Trail Strategy.

Last Updated - 16/07/2013

Infrastructure

Assets

STRATEGY: 3.8.1 Develop long term Strategic Asset Management Plans for all Council assets to manage current and future assets needs.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% On Target
3.8.1.16 Implement a new Asset Management System.	Keith Linard - Manager Asset	In Progress	01/07/2012	31/12/2013	90%	70%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Asset Strategy	Recurrent				

Linked action filters: Leadership Action,Council Plan

ACTION PROGRESS COMMENTS

The Assetic Asset Management System has been installed. All road, bridge and pathways data has been successfully transferred (72% of all assets). Revaluation of road and bridge assets using the system has been implemented successfully. End of year capital accounting for roads, bridges & pathways is in progress.


Following completion of the annual capital accounting activity at end July, it is proposed to bring all Building and Structures and Recreation and Open Space assets into Assetic.

Following completion of the Drainage Survey in November 2013, all remaining assets will be brought into Assetic. At this stage, the full implementation is ahead of schedule.

Last Updated - 18/07/2013

Engineering Services

STRATEGY: 3.1.3 Plan and implement road safety and traffic control improvements.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% On Target
3.1.3.1 Develop Bacchus Marsh Traffic Study.	Sam Romaszko - Manager Engineering Services	In Progress	01/07/2012	31/12/2013	5%	33%	 RED

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Road Safety	Recurrent				

Linked action filters: Council Plan

ACTION PROGRESS COMMENTS


Commencement of the Bacchus Marsh Traffic and Transport Study was initially dependent on the outcome of the Eastern Interchange, therefore the project has been deliberately deferred. However, Council is currently undertaking a 'Smart Roads' study in collaboration with VicRoads, Public Transport Victoria and Department of Transport. This commenced in May and is scheduled for completion by October 2013.

The Bacchus Marsh Traffic and Transport Study is still proposed for completion in 2013/14, and will now commence on completion of the "Smart Roads" study.

Last Updated - 25/07/2013

Operations

STRATEGY: 3.2.2 Develop and maintain township entrances and streetscapes.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% On Target
3.2.2.2 Comply with 2010 Standards for tree clearances near power lines.	Glenn Townsend - Manager Operations	Completed	01/07/2012	30/04/2013	100%	100%	 GREEN
Measured by: Compliance achieved through implementation of clearance contract. Favourable outcome to ESV audits.							
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Parks and Gardens	Recurrent						

Linked action filters: Performance Objective, Council Plan

ACTION PROGRESS COMMENTS

Although there continues to be ongoing negotiations between the Municipal Association of Victoria (MAV) and Energy Safe Victoria (ESV) in relation to Electric Line Clearance, Moorabool has completed an electrical Line Clearance Management Plan that conforms with the 2010 Regulations, making Council compliant with these Standards. Clearance works in the declared area of Bacchus Marsh in 2011/12 were completed to the 2010 Regulations.

The contract for Electric Line Clearance has been awarded for a three year period to manage the ongoing clearance around electric lines. Powercor are responsible for the clearance of trees under electrical conductors in nondeclared areas of our municipality.

Last Updated - 11/04/2013

12. OTHER REPORTS

12.1 Assembly of Councillors

File No.: 02/01/002

Section 76(AA) of the Local Government Act 1989 defines the following to be Assemblies of Councillors; an advisory committee of the Council that includes at least one Councillor; a planned or scheduled meeting of at least half the Councillors and one member of council staff which considers matters that are intended or likely to be:

- the subject of a decision of the Council; or
- subject to the exercise of a Council function, power or duty by a person or committee acting under Council delegation.

It should be noted, an assembly of Councillors does not include an Ordinary Council meeting, a special committee of the Council, meetings of the Council's audit committee, a club, association, peak body or political party.

Council must ensure that the written record of an assembly of Councillors is, as soon as practicable –

- a) reported to the next ordinary meeting of the Council; and
- b) incorporated in the minutes of that council meeting. (s. 80A(2))

Council also records each Assembly of Councillors on its website at www.moorabool.vic.gov.au

A record of Assemblies of Councillors since the last Ordinary Meeting of Council is provided below for consideration:

- Assembly of Councillors – Wednesday 17 July 2013 – Presentation to Council by Maree McPherson, President VLGA
- Assembly of Councillors – Wednesday 17 July 2013 – Flood Emergency Plan
- Assembly of Councillors – Wednesday 17 July 2013 – Draft Social Infrastructure Plan
- Assembly of Councillors – Wednesday 31 July 2013 – Confidential Item

Recommendation:

That Council receives the record of Assemblies of Councillors as follows:

- **Assembly of Councillors – Wednesday 17 July 2013 – Presentation to Council by Maree McPherson, President VLGA**
- **Assembly of Councillors – Wednesday 17 July 2013 – Flood Emergency Plan**
- **Assembly of Councillors – Wednesday 17 July 2013 – Draft Social Infrastructure Plan**
- **Assembly of Councillors – Wednesday 31 July 2013 – Confidential Item**

12.2 Section 86 - Delegated Committees of Council - Reports

Section 86 Delegated Committees are established to assist Council with executing specific functions or duties. By instrument of delegation, Council may delegate to the committees such functions and powers of the Council that it deems appropriate, utilising provisions of the Local Government Act 1989. The Council cannot delegate certain powers as specifically indicated in Section 86(4) of the Act.

Section 86 Delegated Committees are required to report to Council at intervals determined by the Council.

Councillors as representatives of the following Section 86 – Delegated Committees of Council present the reports of the Committee Meetings for Council consideration.

Committee	Meeting Date	Council Representative
Bacchus Marsh Racecourse and Recreation Reserve Committee of Management	12 June 2013	Cr. Comrie Cr. Edwards
Bacchus Marsh Racecourse and Recreation Reserve Committee of Management	10 July 2013	Cr. Comrie Cr. Edwards

Recommendation:

That Council receives the report of the following Section 86 - Delegated Committee of Council:

- **Bacchus Marsh Racecourse and Recreation Reserve Committee of Management meeting of Wednesday 12 June 2013.**
- **Bacchus Marsh Racecourse and Recreation Reserve Committee of Management meeting of Wednesday 10 July 2013.**

Attachment - Item 12.2(a)

**BMRRR COM, P.O. Box 287, Bacchus Marsh 3340
ABN: 27 090 466 038**

Subject:	Committee of Management Meeting.	
Attendees:	Peter Thompson (Chairman), Deirdre Davey (Secretary/BMPC), Robert Closter (Community Rep), George Rogers (Treasurer) (BM&D Poultry Club), Jack Pavey (Footscray & District Poultry Club), Robert Young (BM Harness Racing Club), Damien Everard (BM Campdrafters),	
Apologies:	Ann Wilson,	
Date & Time:	12th June 2013	7.30pm
Venue:	POULTRY SHED	

Issue	Action	Timeframe/Result
Minutes 7.5.13	Acceptance. Moved Damian ,Seconded Jack	Carried
Inward Correspondence	Invoice Leo Manning - Fuel , Invoice-Gravel Delloh, Invoice Gillsens	Treasure to pay
Treasurers Report		
Accounts in hand	BM locksmith \$95	
	Kemin Electrical \$139.71	
	Balance 29825.08	
	Moved Rob Seconded Damian	
Invoices from Council for the rates/fees	Jack moved that Before any payments to council, Council should correctly present invoices EG. State the period involved, state GST component . It was noted by others that some invoices had been corrected.	Pjt to Advise Council
	Pjt to cofirm with council that they will pay GST as BMRRR Com do no have a an abnin its new form. Is council to make application for No	PJT to advise council
	Di asked for some clarification on Increase of 5% and if it is before GST	
Council Correspondence		
	Troy/ Talia requesting feed back on emails	participants
Councillors	Committee awaiting feed back on council services	
	Councillor edwards to investigate water meters	
Track Maintenance	PJT to request Troy to have Council reinstate track in new forest are after ripping for Rabbits	PJT

Attachment - Item 12.2(b)

**BMRRR COM, P.O. Box 287, Bacchus Marsh 3340
ABN: 27 090 466 038**

Subject:	Committee of Management Meeting.	
Venue:	POULTRY SHED	
Date & Time:	10.7.13	7.30pm
Attendees:	Peter Thompson (Chairman), Anne Wilson (Assistant Sec), Deirdre Davey (Secretary/BMPC), Robert Closter (Community Rep), George Rogers (Treasurer) (BM&D Poultry Club), Jack Pavey (Footscray & District Poultry Club), David Edwards (Councillor) ,	
Apologies:	Robert Young, Stephen Lalor is uncontactable on the contact details available, has not attended any meetings - this needs to be reported to council	PJT
	Moved JP & Seconded DD apologies be accepted	Carried
Minutes of meeting June 2013	Minutes Held over to next meeting	PJT
Correspondence IN	Accounts were the only incoming correspondence.	
Correspondence Out		
Treasury		
Bank Balance	Balance as per Statement 25.6.13 \$29,459.04 cr	
Unpresented cheques	Unpresented \$887.70 for Leo Manly, P J Gillespie \$430.00	
To be paid	Doug Wilson \$524.75 re 3 x repairs to pipes at south/west cnr poultry and toilets and day yards.	
Income	BM Pony Club \$1041.00 for Horse levy facility fee for State Games.	
	GST - ltr to Talia. PT - Email from Council said they will be looking after GST	
Treasury report	Motion Moved that the Treasurers Report be accepted.	
	Moved George Rogers Seconded Bob Closter	Carried
Issue	Action	Timeframe/Result
Council Rates/Rent	User groups have received their Rents and most have paid them by 28th June.	User Groups
Water Meters	DE informed that Meters to be installed on each User Groups Buildings. Price/cost \$?	DE
Track Maintenance	Ripping of Rabbits. Report expected next meeting.	PJT
GST	As we are not registered for GST we are not obligated to pay GST. Eg Council funding for maintenance.	DE
Audit - Treasury	The treasurers report in the minutes is the audit reporting requirement from Council.	GR/PJT/AW/DD
Annual general Meeting	Each Committee Member has a 2 year term. The chairman/council delegate is appointed every 2 years. As per Community Services HS005 -Section 86 Delegated Committees for Council for Public Halls and Recreational Reserves Policy 2012. Refer: pg 3. Committee Size and Term and pg 2. Appointment of Chairperson.	AW

Audit - Committee	Annual Report is to be submitted to Council, no later than the third week of September each year. This should be submitted with any Treasury report that is required.	PJT/GR/AW/DD
Sewerage Connection Quote	BM Plumbing has submitted a quote 1504 for \$10,940.00 not including excavation and back fill. This is from the fence (not under the road) inside the reserve to the toilets near the horse wash. Time frame of works from start to finish is 1 week.	PJT
	This will be affected by the Master Plan, abstain from committing until Master Plan has been done.	
	The Reserve COM has money to contribute to the project.	
Grants	The priorities RDF grants require a Current master Plan.	
Master Plan	Is being a priority on the Council Budget.	PJT
Fencing	PJT has a quote and scope of works for the boundary of the Golf club and Balliang/Bacchus Marsh Road frontage of the whole reserve. This is a priority because of the state of the fencing and the equine activities on the Reserve.	PJT
Talia re Track maintenance	Talia requires information of reestablishment of the Fire track in the forest area and needs more definition of works required.	PJT
Capitol Works submission	PJT to Troy & cc Phil Geoffrey's - Waiting on Capital works submission	PJT
Garbage	Contractors haven't emptied all the bins as required. The council has an arrangement that the contractor can empty more than the 2 bins. If he empties more than 2, he can then inform the council to be reimbursed for the extras.	PJT
Day Yard debris	Many yards have straw and manure in them. The BMPC and Campdrafters need to rake this out and remove it. It should be recycled back on the reserve. Eg around the trees.	
Cricket oval	Motion - BMPC to erect 4 permanent dressage arenas on the Cricket Oval, with posts about 18" or 30cm above the ground, to accommodate removable poles as required by PCAV.	
	Moved DD Seconded GR	Carried
	The Committee approves that PJT will advise the council, as it is not being used by any a current user group, that it is appropriate the BMPC use this Oval and install their dressage arenas as it is within the equine area of the Reserve. The cost of installing these will be funded by the BMPC. No formal cricket competition has been conducted on it in the last 5 years.	PJT
	The grounds committee consider that it is a good area to keep the horses within the equine area.	
Calender	To be included on the current calendar - Barrel Racing 14th and 28th July, Sport Horse on the 17th Aug and Prince Phillip Games on the 18th Aug	PJT to include this and forward out to everyone

Dogs on Leash	This has been signed and implemented on the reserve.	
Meeting Closed	9.04pm	
	Next Meeting 14/8/13 7.30pm Poultry Shed	

13. NOTICES OF MOTION

No notices of motion have been received for consideration as part of this Agenda.

14. URGENT BUSINESS

15. CLOSED SESSION OF THE MEETING TO THE PUBLIC**15.1 Confidential Report****Recommendation:**

That pursuant to the provisions of the Local Government Act 1989, the meeting now be closed to members of the public to enable the meeting to discuss matters, which the Council may, pursuant to the provisions of Section 89(2) of the Local Government Act 1989 (the Act) resolve to be considered in Closed Session, being a matter contemplated by Section 89(2) of the Act, as follows:

- (a) personnel matters;**
- (b) the personal hardship of any resident or ratepayer;**
- (c) industrial matters;**
- (d) contractual matters;**
- (e) proposed developments;**
- (f) legal advice;**
- (g) matters affecting the security of Council property;**
- (h) any other matter which the Council or special committee considers would prejudice the Council or any person;**
- (i) a resolution to close the meeting to members of the public**

16. MEETING CLOSURE