## Attachment 12

*New capital works or maintenance request form*

Details of requested capital works or maintenance

|  |  |
| --- | --- |
| Title of project |  |
| Brief description of the capital or maintenance project |  |
| Describe the benefits that will be realised through the project |  |
| Identify any risk management issues that will be addressed through the project |  |

Project finances

|  |  |
| --- | --- |
| Estimated cost of project | **$** |
| Identify any non-Council funding sources and amounts |  |
| Funding request from Council |  |
| Financial year |  |

Community Asset Committee endorsement

|  |  |
| --- | --- |
| Name |  |
| Position |  |
| Community Asset Committee Name |  |
| Signature |  |
| Date |  |

Attachments

|  |  |
| --- | --- |
|  | Attach Community Asset Committee meeting resolution formally requesting Council support for the project |

Please return completed form to the Recreation Planning Team via email to [info@surfcoast.vic.gov.au](mailto:info@surfcoast.vic.gov.au)