

2017/18 Program Status Report - Operational Projects

Report Date: 30 September 2017

Project Name	Sponsor	Sponsoring Department	Life of Project \$ AMENDED Project Allocation Ex-contingency	Life of Project \$ Estimate at Completion	Time Status 1=Green 2=Amber 3=Red	Cost Status 1=Green 2=Amber 3=Red	Scope Status 1=Green 2=Amber 3=Red	PHASE Initiating / Planning Delivering Closing Closed Out	STAGE OF DELIVERING PHASE Requirements Procurement Implementing / Works	Status Comment	Close Out Month
Aged and Family Strategy Implementation	Bronwyn Saffron	Aged and Family	34,854	34,854	●	●	●	Delivering	Implementation / works in progress	Our living histories project has commenced and will be completed for Seniors/Children's Weeks in October 2017 . Junk trunk activity delivered in Jan. Youth Mobile space has been developed and net commitment of \$8K approx. in the system. Pod has been delivered and commenced outfitting. Additional \$7,000 contribution from Lions towards Youth Pod. Funds to be spent by December 2017	Jan-18
Anglesea Futures and Anglesea River	Ransce Salan	Environment and Community Safety	23,341	23,341	●	●	●	Closed Out		Next stage of project is PRO18	
Bells Beach Coastal Management Plan	Ransce Salan	Environment and Community Safety	150,000	150,000	●	●	●	Delivering	Implementation / works in progress	Multi-year program. On-going operating costs related to the use and management of the reserve	Jun-18
Digital Strategy Development	Anne Howard	Information Management	70,000	70,000	●	●	●	Initiating / Planning		Not yet initiated. Awaiting Digital Transformation scoping activities. Carried forward from 2016/17.	
Domestic Animal Management Plan Review	Bill Cathcart	Planning and Development	37,215	32,359	●	●	●	Delivering	Implementation / works in progress	Internal and external workshops completed successfully. Co design internal workshop to be scheduled to develop new DAMP. PDR to be raised to reschedule original milestone dates.	Mar-18
Environmental Leadership	Ransce Salan	Environment and Community Safety	445,558	445,558	●	●	●	Delivering		Updating program charter to reflect 2017/18 priorities	Beyond Dec-18
Electronic Scoreboard - Stribling Reserve - Lorne Football Netball Club	Shaan Briggs	Recreation and Open Space Planning	20,000	20,000	●	●	●	Initiating / Planning		Electronic scoreboard to align with CFNP project. Scope change has now been agreed to with Stribling Changeroom to Oval Lighting Project (\$200k) and a further \$30k is committed from the Federal Government toward an electronic scoreboard contribution. Agreements for funding contributions not yet finalised.	Jun-18
Building Disability Discrimination Audit (DDA)	Travis Nelson	Facilities and Open Space Operations	55,985	55,985	●	●	●	Closed Out	Deliver Stage concluded	Project closed. Remaining funds \$14,215 can be returned to source.	Aug-17
PS Amend Torquay Town Ctr Carpark Study (via statutory framework)	Bill Cathcart	Planning and Development	20,000	227	●	●	●	Closing		Minister approved in July, gazetted in August. RF to follow-up closure with Karen.	Sep-17

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Torquay Jan Juc DCP Review	Anne Howard	Strategic Asset Management	120,000	120,000	●	●	●	Delivering	Implementation / works in progress	Multi year project Consultant contracts have been awarded and review underway. Overall project program has been revised from discussion with PCG	Beyond Dec-18
Kurrambee Myaring Centre Op Model	Chris Pike	Aged and Family	130,000	129,999	●	●	●	Delivering	Implementation / works in progress	Ops Model progressing to program. Overseen by Aged and Family Services Manager and being reported to PCG	Mar-18
Winchelsea Common lead shot management	Rowan Mackenzie	Environment and Community Safety	343,214	343,214	●	●	●	Delivering		Project scope not completed in 2016/17 and balance carried forward as cost & staging of site remediation still TBC by DELWP. SCS contribution will now be targeted to beatification/improvement of reserve NOT remediation.	Jun-18
Winchelsea Depot - Site Masterplan	Peter McLean	Engineering Services	9,001	9,001	●	●	●	Delivering		Site feature survey completed. Priority and extent of works agreed. Improved washing disposal system being designed.	Jun-18
Surfing Museum Concept Design Project (Great Ocean Road Experience Project)	Ransce Salan	Economic Development and Tourism	115,000	115,000	●	●	●	Delivering	Implementation / works in progress	Consultants presented at EMT meetings and Council Briefing on thematic concepts and site considerations.	Dec-17
Hesse Street Pedestrian Bridge Design	Peter McLean	Engineering Services	36,276	35,867	●	●	●	Delivering	Implementation / works in progress	Design complete, communicating outcomes	
Strengthening Town Boundaries Review	Bill Cathcart	Planning and Development	30,001	30,001	●	●	●	Delivering	Implementation / works in progress	Tabled at September Council Meeting. Discussion paper to be available on website. Will invite communities to information meeting according to council resolution.	Jun-18
Rural Hinterland Strategy (Hinterland Futures)	Matt Taylor	Economic Development and Tourism	85,232	85,232	●	●	●	Delivering	Implementation / works in progress	Draft Background Report and Issues and Opportunities Paper finalised after review by internal stakeholders. Documents to be adopted by Council in October meeting prior to public exhibition	Jun-18
Remediation of Land Hendy Main Rd	Peter McLean	Engineering Services	43,843	43,843	●	●	●	Closed Out		EPA 53X certification received. Balance of funds remaining on this account at end of 2016/17 were consolidated with PRC17-100 Mt Moriac Depot Rehabilitation, including relocation of stockyards to Paraparap.	Sep-17
PS Amend Bells Beach Hinterland (via statutory framework)	Bill Cathcart	Planning and Development	12,000	12,000	●	●	●	Delivering		Referred to an independent panel by council at the August Council meeting.	Jun-18
Early Years Strategy Implementation	Bronwyn Saffron	Aged and Family	18,755	18,755	●	●	●	Delivering	Implementation / works in progress	Project started. Draft Dashboard and Survey developed for review process - being implemented over first quarter 2017/18, unspent funds will be expended in late 2017.	Jun-18

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Winchelsea Town Centre Structure Plan	Ransce Salan	Planning and Development	20,000	65				Closing		Was recommended to be cancelled at end of in 2016/17. EMT request to carry forward until there is understanding of the alternative project. Refer closure report D17/72861 RF send closure report to EMT to finalise.	
HACC Bushfire Heatwave Preparation	Bronwyn Saffron	Aged and Family	53,640	53,640				Delivering		Direct client program of heatwave prep activities being implemented. This will be approx. \$6500. \$2120 incorrect expenditure against this account will be re-posted to Vulnerable Persons in Emergency Program. CARRY FORWARD balance approx. \$6500 in HACC Bushfire Heatwave Preparation for Climate Change project in conjunction with Environment and Community Safety expenditure in August.	Nov-17
PS Amend C96 Envir. Overlays Review (via statutory framework)	Bill Cathcart	Planning and Development	10,000	10,000				Delivering		Council considered the panel report and adoption of the amendment at September council meeting. Next step is finalisation to send to Minister for approval by end Dec 17. Then advertise gazettal.	Jan-18
PS Amend C85 Waterway, Wetland & Flooding (via statutory framework)	Bill Cathcart	Planning and Development	15,001	15,001				Delivering		Council considered the panel report and adoption of the amendment at September council meeting. Next step is finalisation to send to Minister for approval by end Dec 17. Then advertise gazettal.	Jan-18
Spring Creek PSP and PS Amendment	Bill Cathcart	Planning and Development	615,897	615,896				Delivering		Reporting to Council in October to consider adoption.	Jun-18
Street Light Program Upgrade	Peter McLean	Engineering Services	428,000	428,000				Delivering	Implementation / works in progress	Works in progress	
Torquay Central Business Area	Ransce Salan	Economic Development and Tourism	90,000	90,000				Delivering	Implementation / works in progress	Draft report is on public exhibition. Council to consider submissions in December 2017. Acquittal to be completed for grant funding December 2017.	Jan-18
Winchelsea Common CCMA Plains Tender	Rowan MacKenzie	Environment and Community Safety	10,624	10,624				Delivering		Project scope not yet completed and balance from 2016/17 carried forward because grant works have been delayed by site contamination. Multi- year grant - all funds received.	May-18
New Planning System Efficiency BC2016-17	Ransce Salan	Planning and Development	197,215	200,637				Delivering	Implementation / works in progress	Go live for Planning Module completed successfully 2nd Oct. Minor issues are being remediated by the Open Office Project team. Project requires additional PM budget to align with the rescheduling of key deliverables. Furthermore, EMT to be briefed and advised to reschedule E-Portal delivery dates due to high implementation risks.	Feb-18
PS Amendments to Implement Strategic Work (via statutory framework)	Bill Cathcart	Planning and Development	42,787	42,787				Delivering		Approx. \$15K funds being applied to Growing Winchelsea amendment. Amendment considered at September Council meeting. Next step is to exhibit.	Jun-18
System Health Check Project	Anne Howard	Information Management	75,000	75,000				Delivering		Majority of scope complete. Waiting on final minor claims.	
Local Food - Towards Enviro Leadership	Ransce Salan	Environment and Community Safety	21,521	21,521				Delivering		Project team is redefining the project scope of the local food program/strategy.	Jun-18

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Digital Transformation - Payroll Upgrade	John Brockway	Finance	37,000	37,000	●	●	●	Delivering		Will be carried forward to 2017/18 - Configuration testing identified a number of bugs/software shortcomings to be addressed by vendor. Civica have committed to on-site implementation assistance	Jun-18
Public Safety Infrastructure	Positive Ageing Coordinator (job share) - Zoe Barnett	Aged and Family	195,400	126,574	●	●	●	Delivering	Procurement in progress	Milestone 3 activities are running behind schedule and a PDR will be raised to reschedule delivery dates. Commencement of works is pending DELWP approval. The Project is expected to have a surplus of funds as quotes received as part of the RFQ process were less than originally estimated.	Dec-18
Aireys Inlet Units 2 Fraser Drive Sale	Chris Pike	Governance and Risk	45,000	48,000	●	●	●	Delivering		EOI to be distributed 13 October. Budget variation approved.	Unknown
G21 Regional Hockey Strategy Contribution (SCS Project Lead)	Shaan Briggs	Recreation and Open Space Planning	11,000	11,000	●	●	●	Delivering	Procurement in progress	Funding agreement developed between Hockey Victoria and SCS with 2 x \$5k contribution payments. RFQ complete with only 1 x submission. Timeframes an issue so discussing with PCG opportunity to extend deadline to complete project to 30 June and re-quote.	Jun-18
Surf Coast Multi-Purpose Indoor Stadium	Chris Pike	Recreation and Open Space Planning	32,439	28,600	●	●	●	Delivering	Implementation / works in progress	Better Indoor Stadium finalised on 16 August and start subdivision process. Works to be scoped as required to ensure all elements of design and proposed land transfer can be achieved. Surveyor to now be engaged to start works	Jun-18
Asset Condition Audits	John Bertoldi	Strategic Asset Management	91,000	90,999	●	●	●	Delivering	Implementation / works in progress	Parks condition audits by internal staff commenced early September. Footpaths RFQ closes early October	May-18
Winchelsea Golf Club Sustainable Course Irrigation Project	Shaan Briggs	Recreation and Open Space Planning	74,500	74,500	●	●	●	Initiating / Planning		Charter and funding agreement signed. Budget variations to be made via the transfer table. Procurement plan shortly to be finalised and procurement commence.	Jun-18
Bells Beach MP Stage 1 (Salary)	Kate Smallwood	Environment and Community Safety	32,000	32,000	●	●	●	Delivering	Implementation / works in progress	Multi-year program. On-going operating costs related to the use and management of the reserve	Jun-18
Winchelsea RV Friendly Area	Matt Taylor	Economic Development and Tourism	8,500	8,500	●	●	●	Delivering	Multiple items at various stages of delivery		Jun-18
Anglesea Futures Plan Community Consult	Ransce Salan	Environment and Community Safety	60,000	60,000	●	●	●	Delivering		PCG and internal stakeholders met with DELWP to discuss the Land Use Plan.	Jun-18
Land Under Roads Audit & Capitalisation	John Brockway	Finance	40,000	40,000	●	●	●	Initiating / Planning		Finance and GIS are completing planning and recommendations for the Sponsor	Jun-18
Matching Project Funds	Keith Baillie	Allocated as projects identified	30,000	30,000	●	●	●			Funds available to respond to project proposals that may arise during the financial year.	

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Municipal Strategic Statement Review (check PM requirement for this \$90K project or time allocation for unit PM)	Bill Cathcart	Planning and Development	88,000	88,000	●	●	●	Initiating / Planning		Planning Scheme Review. Project scope reduced. Charter not yet prepared to further define scope. Possible use of external consultant to undertake major components of the review.	Dec-18
Planning for Growth - Winchelsea, Moriac, Torquay	Ransce Salan	Allocated as projects identified	40,000	40,000	●	●	●	Initiating / Planning		Initial discussion include a clear separation of scope around each township, and potential different delivery methods.	Jun-18
Supporting Growth Initiatives - Winchelsea, Moriac	Ransce Salan	Allocated as projects identified	100,000	0	●	●	●			Held in reserve to deliver projects arising from PRO18-212	Unknown
Torquay / Jan Juc Social Infrastructure Study	Shaan Briggs	Recreation and Open Space Planning	48,000	48,000	●	●	●	Initiating / Planning		Further scoping discussions held with EMT and relevant officers. Intended to now proceed with Request for Proposal in November 2017. charter to be signed off and brief for RFP prepared by end October.	Apr-18
Winchelsea Infra. for Growth Review	Anne Howard	Strategic Asset Management	23,000	23,000	●	●	●	Initiating / Planning		In house delivery using a combination of PM and other internal resources.	Jun-18
Lorne Structure Plan	Ransce Salan	Planning and Development	20,000	20,000	●	●	●	Initiating / Planning		Stage 1 of project. Consultancy reports. To commence early 2018 when subject matter expert resources available. Project will continue until June 2019. JP PM role initially.	Beyond Dec-18
Winchelsea Town Centre Beautification	TBC	Economic Development and Tourism	50,000	50,000	●	●	●	Initiating / Planning			
Bells Beach Planning Panel (Statutory framework - not a project)	Bill Cathcart	Planning and Development	12,000	12,000	●	●	●	Initiating / Planning		Awaiting confirmation dates for the panel hearing.	Jan-18
GC Commonwealth Games Queen Baton Relay	Matt Taylor	Economic Development and Tourism	14,417	14,418	●	●	●	Delivering	Implementation / works in progress		Jun-18
Growing Adventure Tourism	Shaan Briggs	Recreation and Open Space Planning	22,500	22,500	●	●	●	Initiating / Planning		Presenting Growing Adventure Tourism Strategy Update to EMT on 10/10/17 that will include a \$25k spend recommendation to progress Anglesea MTB Trail Concept Plan and cost opinion to relocate Anglesea Bike Park (already have \$22.5k in Adopted Strategy Reserve, will require re-prioritisation of spend via Council resolution/transfer table).	Unknown
Growing Winchelsea Planning Panel (via statutory framework)	Bill Cathcart	Planning and Development	10,000	10,000	●	●	●	Delivering		Funds for panel. Not required until after exhibition of the amendment going to the September council meeting (see above).	Jun-18
Land Use Monitoring Report & website	Bill Cathcart	Planning and Development	10,000	10,000	●	●	●	Initiating / Planning		Is connected to the Strengthening Town Boundaries project. Brief to be confirmed after consideration of STB. Funds to engage consultant. Karen will handover to new staff member.	Jun-18

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Anglesea Netball Club Vegetation Investigation (shelter relocation)	Jarrold Westwood	Recreation and Open Space Planning	1,000	1,000	●	●	●	Delivering	Requirements in progress	Confirming with Environment that existing vegetation report from 2012 may still apply. Budget may not be required.	Oct-18
Torquay Hill Top Reserve – Vegetation Barrier (CPP12) Funded from Recreation and Open Space Planning recurrent budget	Terry Rodaughan	Recreation and Open Space Planning	7,450	7,450	●	●	●	Initiating / Planning	Deliver Stage not yet commenced	Project handover from Nicky A completed. Quotes for materials to be finalised and charter to be written. Project deliverables are on track to delivered in Oct. No issues to report.	Oct-18
VicSmart Planning Scheme Amendment (via statutory framework)	Bill Cathcart	Planning and Development	18,000	18,000	●	●	●	Delivering		Funds for panel etc. DELWP has postponed authorisation. Seeking further information/assessment.	Jun-18