



FINANCE & RESOURCES COMMITTEE MEETING AGENDA

**to be held on Tuesday 4 February 2003 at 6.30 pm
at the Richmond Town Hall**

COUNCILLOR MEMBERSHIP

Councillor Greg Barber (Chairperson)

Councillor Sue Corby

Councillor Jenny Farrar

Councillor Jackie Fristacky

Councillor Li Lai

I. ATTENDANCE

II. DECLARATIONS OF PECUNIARY INTEREST

III. COMMITTEE BUSINESS REPORTS

***Welcome to the City of Yarra.
Council acknowledges the
Wurundjeri community as the first
owners of this country.
Today, they are still the custodians
of the cultural heritage of this land.***

FINANCE & RESOURCES COMMITTEE MEETING

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EXECUTIVE SUMMARY

Purpose

To provide Council with the six monthly progress report on the Yarra City Plan 2002/05 and progress on outstanding items from the Yarra City Plan 2001/04 as at 31 December 2002.

Issues

Yarra City Plan 2002/05

171 actions in the Yarra City Plan 2002/05 are analysed by each of the five Key Commitment Areas (KCA). 22 or 13% actions are 100% complete, 105 or 61% are 50% or less complete and 11 or 6% have not commenced.

The 2002 City Plan monthly exception reports have been prepared and quarterly reports presented to Council. Given the nature of most projects, milestones do not necessarily fit well into monthly periodical reporting. Some projects are undertaken on a seasonal basis and often lead times between consultation, strategy development and project delivery are lengthy.

Yarra City Plan 2001/04

38% or 41 actions in the 2001 City Plan were not complete at the end of last financial year. As at 31 December 2002, 18 actions are now 100% complete, 3 have not commenced, 2 have been abandoned, 2 are ongoing and 16 or 39% items are yet to be completed.

Consultations

The majority of actions undertaken under both the 2001 and 2002 City Plans have involved community consultation.

Resource and Financial Implications

The Yarra City Plan 2002/05 and 2001/04 provide direction for the organisation during the financial year and influence Council's planning and budgetary processes.

City Plan, Strategy and Policy Implications

The Yarra City Plan 2001/04 and 2002/05 were developed after a review and analysis of the outcomes of previous City Plans, analysis of community surveys and the goals and objectives of the 2010 City Vision.

Legal Implications

Under Section 153 of the *Local Government Act* 1989 Council is required to prepare an annual corporate plan (City Plan).

PROPOSED ACTIONS

That Council notes the mid year progress report on the 2002/05 City Plan.

That future reports on the Yarra City Plan 2002/05 only be produced and reported to a Council meeting on a quarterly basis.

That Council notes the report on outstanding items in the 2001/04 Yarra City Plan.

1.1 Yarra City Plan – Second Quarter Report as at 31 December 2002

File: (25/40/04/06) & (25/40/04/05)
Responsible Officer: Coordinator City Plan

Purpose

1. To provide Council with a mid year progress report on the Yarra City Plan 2002/5 and progress on outstanding items from the Yarra City Plan 2001/04 as at 31 December 2002.

Background

2. Section 153A of the *Local Government Act* 1989 requires Council to prepare a corporate plan (known as the City Plan), which is a key planning document for the City of Yarra.
3. The 2010 City Vision provides a long-term vision for the City of Yarra's future planning and budgetary processes through the City Plan.
4. The first and second year of the 2010 City of Yarra Vision has been given effect through the five key commitment areas (KCAs) of the Yarra City Plan 2001/04 and 2002/05 respectively. The five key commitment areas are:
 - (a) Urban and Natural Environment
Create, Sustain, Enhance
 - (b) Service
Effective, Supportive, Better
 - (c) Communication and Transparency
Open, Accountable, Honest
 - (d) Economic Development
Build, Support, Innovate
 - (e) Community Development
Improve, Value, Celebrate

Yarra City Plan 2002/05

5. A report on the status of the Yarra City Plan 2002/05 actions between 1 July and 31 December 2002 is at Attachment 1.

Yarra City Plan 2001/04

6. A report on the status of the Yarra City Plan 2001/04 actions as at the end of the financial year was tabled at the Council meeting on 30 July 2002.
7. A further report on outstanding items in the 2001 City Plan was tabled at the November 2002 Council meeting. At that meeting Council resolved that:

“A further report on outstanding items be included in the February 2003 mid year report for the Yarra City Plan 2002/05.”

A report on the status of outstanding items in the Yarra City Plan 2001/04 as at 31 December 2002 is at Attachment 2.

Issues

Yarra City Plan 2002/05

8. The attached City Plan report analyses all 171 actions in the Yarra City Plan 2002/05 by each key commitment area (KCA). 22 or 13% actions are 100% complete whereas 105 or 61% actions are 50% or less complete and 11 or 6% have not commenced.
9. When Council considered the third quarter report for the City Plan 2001, it was decided that monthly reports on the City Plan including the financial implications of action items not completed would be forwarded to Councillors. Monthly exception reports and the first quarter report have been produced on progress with the 2002 City Plan since the beginning of this financial year.
10. Given the nature of a number of projects, milestones do not necessarily fit well into monthly periodical reporting. Some projects are undertaken on a seasonal basis and often lead times between consultation, strategy development and project delivery are lengthy.
11. A number of other municipalities, namely Ballarat City Council, Casey City Council, Corangamite Shire Council, Hobsons Bay City Council, Hume City Council, Moorabool Shire Council, Wyndham City Council produce quarterly reports on their corporate plans for Council. Manningham City Council produces five weekly updates for the Executive and six monthly reports for Council. Frankston City Council produces a monthly report for the Executive using the Balanced Scorecard approach and reports on progress with the corporate plan at the end of the year in its Annual Report.
12. Some of the important City Plan achievements in the last quarter were:
 - (a) More than 50 residents planted 1000 tube stock of four indigenous species and 12 Red River Gums at Vies Street Alphington in October. Melbourne Girls College assisted the City of Yarra to plant over 8000 plants along the Yarra Boulevard during October and a planting day was held at Quarries Park with volunteers planting indigenous tussock grass to support habitat in the Merri Creek corridor.
 - (b) The North Richmond Maternal and Child Health Centre returned to its home in Church Street after receiving the results of a Health Risk Assessment of health impact associated with the soil at the site.
 - (c) Work has commenced on the development of a Master Plan for Edinburgh Gardens. Meetings were held in November and December to obtain input from park users and key stakeholders to determine relevant issues to be considered in the preparation of the Plan.
 - (d) Yarra Planning Scheme Amendment C43 (Heritage Review) has been placed on exhibition until February 2003. The Amendment incorporates a

new heritage policy and a considerable increase in the amount of background documentation that will be used to assess planning applications in heritage areas. This will lead to higher quality outcomes and make the planning process more predictable.

- (e) The Baucau District Health Officer, Mr Antonio Bonito came to Melbourne during November to visit child health centres, hospital and medical research units. He also received training in environmental and public health issues, IT and management.
- (f) Several Ward meetings have been held during the second quarter. The Docker and Merri Ward meetings were held in October and November respectively. Presentations were given by officers on Urban Planning, Open Space, Arts and Cultural Services, Capital Works and Parking Enforcement. A number of issues were raised by residents some of which were addressed immediately while others needed further information.
- (g) The Mayor of the City of Yarra, Sue Corby and the President of Richmond Rotary, Sue Bolton, launched the youth arts postcard project "INNER SENT" on 27 November at the Richmond Town Hall. As part of the project participants utilised digital technology photography and more traditional artistic media to create a series of promotional postcards. The postcards will be used to give other young people a chance to participate in future Rotary Youth Arts Projects.
- (h) The City of Yarra claimed two awards for the City Pride Awards for 2003 as part of the Keep Australia Beautiful Victoria program in December. These awards included category winner in "Positive Litter Control" for Yarra's Builder's Code of Practice and a Special Recommendation for "Waste Wise Resource Management" at Collingwood Children's Farm.
- (i) A Special meeting of Council was held on 17 December to discuss the Annual Report.
- (j) The Governor of Victoria, John Landy, visited the City of Yarra as part of his tour of local areas throughout the state on 18 December. During his trip Mr Landy visited St Mary's House of Welcome, ParaQuad, St Joseph's Primary School, Collingwood Children's Farm, Abbotsford Convent Precinct, Collingwood College and Cerylid Biosciences. A civic reception was also held at the Richmond Town Hall.

Yarra City Plan 2001/04

- 13. The final 2001 City Plan report considered by Council on 30 July 2001 analysed all 108 actions by each KCA. 58% or 63 actions were complete whereas 38% or 41 actions were not complete. The remaining 4 items were ongoing or abandoned due to changing circumstances.
- 14. Of the 41 actions not complete as at 30 June 2002, 18 or 44% are now 100% complete and three items (5.5.1, 5.5.4 and 5.14.2) have not commenced. 17 items were included in new actions for the Yarra City Plan 2002/05. The items that were not included in the Yarra City Plan 2002/05 are highlighted in Attachment 2.
- 15. 16 items or 39% of the 41 outstanding items are yet to be completed.

Consultations

16. The majority of actions undertaken under both the 2001 and 2002 City Plans have involved community consultation. Completion of item 1.7.2 in the Yarra City Plan 2001/04 has been delayed due to increased consultation.

Resource and Financial Implications

17. The Yarra City Plan 2001/04 and 2002/05 provide direction for the organisation during the financial year and influence Council's planning and budgetary processes.
18. The completion of several items in the Yarra City Plan 2001/04 has been delayed pending the recruitment of staff. Those outstanding items carried forward to the Yarra City Plan 2002/05 have been provided for in the budget for the current financial year.

City Plan, Strategy and Policy Implications

19. The Yarra City Plans 2001/04 and 2002/05 were developed after a review and analysis of the outcomes of previous City Plans, analysis of community surveys and the goals and objectives of the 2010 City Vision.
20. For the Yarra City Plan 2001/04 item 1.5.1 was not proceeded with due to a change in policy direction. There were no City Plan, Strategy or Policy implications for the remaining items not completed as at 30 June 2002.

Legal Implications

21. Under Section 153 of the *Local Government Act* 1989 Council is required to prepare an annual corporate plan (City Plan).

Proposal

22. That Council notes the second quarter progress report on the 2002 City Plan as at 31 December 2002 and approves further reports being produced every quarter.
23. That Council notes the report on outstanding items in the 2001 City Plan as at 31 December 2002.

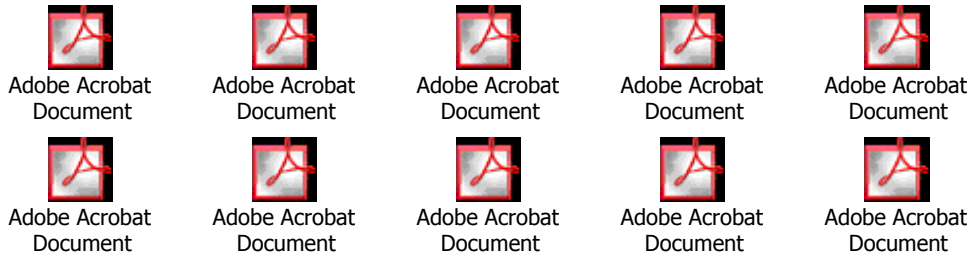
RECOMMENDATION

- 24. That the Yarra City Plan 2002/05 second quarter monitoring report as at 31 December 2002 be noted.
- 25. That future reports on the Yarra City Plan 2002/05 only be produced and be reported to a Council meeting on a quarterly basis.
- 26. That the report on outstanding actions in the Yarra City Plan 2001/04 as at 31 December 2002 be noted.

CONTACT OFFICER: Sue Williams
TITLE: Coordinator, City Plan
TEL: 9205 5391

CONTACT OFFICER: Anthony Jacobs
TITLE: Manager, Yarra Access
TEL: 9205 5320

See Attachment



1.2 Council Contracts Awarded (over the value of \$50,000) - Monthly Report

File: 25/55/01
Responsible Officer: Manager Governance

Purpose

1. To report on Council contracts awarded (over the value of \$50,000).

Background

2. Council receives a monthly report giving details of contracts awarded under delegation in excess of \$50,000.
3. One contract over the value of \$50,000 (which involves a panel of seven contractors) has been awarded under delegation by the Chief Executive Officer in this reporting period. Details are shown in Attachment 1

Proposal

4. The report is to be noted.

RECOMMENDATION

5. That the monthly report on Council contracts awarded (over the value of \$50,000) be noted.

CONTACT OFFICER: Gary Mills
TITLE: Senior Governance Officer
TEL: 9205 5128

See Attachment



Adobe Acrobat
Document

1.3 Victoria Gardens – Place Name Proposal

File: 25/35/03-02
Responsible Officer: Senior Governance Officer

Purpose

1. To consider whether Council should support the registration of the name 'Victoria Gardens' as an official place name.

Background

2. The *Geographical Place Names Act* 1998 ('the Act') and the Geographical Place Names Act Guidelines (published in accordance with the Act in January 1999) govern the process for the listing of a new name on the Register of Geographic Names.
3. Council received a submission from Centro Properties on 20 December 2002 requesting that the name 'Victoria Gardens' be registered as an official place name (See Attachment 1). Council now has the opportunity to consider this initial submission.
4. Centro Properties' submission includes the following key points:
 - (a) Victoria Gardens will be the largest enclosed shopping centre in the City of Yarra and will incorporate major office, retail and residential usages;
 - (b) it has attracted tenants such as Telstra, Coles, and Ikea along with more than 70 specialty retailers;
 - (c) it will include two public art projects and a multi-screen cinema complex;
 - (d) it is anticipated that the 8500 people who will live and/or work at the site will refer to it as 'Victoria Gardens';
 - (e) it is anticipated that the thousands of commercial patrons who will visit the site each week will refer to it as 'Victoria Gardens';

Issues

5. Should Council choose to support the proposal from Centro Properties, it may then lodge an official submission with the Registrar of Geographic Names, supplementing the Centro application with information of its own.
6. The registrar makes a decision based on the advice provided by the applicant and Council recommendation.
7. The Geographical Place Names Guidelines ('the Guidelines') includes a checklist of matters that should be addressed in a submission to the registrar. Table 1 lists each of the requirements and the suitability of the Victoria Gardens submission at this juncture.

	Guideline Requirement	Current Status
1	<i>“A plan showing the location of the place/feature in question.”</i>	Centro Properties has provided Council with a location and site map of the development. These are included as Attachments 2 and 3.
2	<i>“Information on any existing pioneer or Aboriginal name for the place or feature – including meaning and application, history and background source material and references.”</i>	No information relating to prior names has been provided. Research and consultation with aboriginal and/or historical societies may be required to satisfy this requirement.
3	<i>“Where a proposal honours an event...”</i>	Non applicable.
4	<i>“Where the proposal is for a commemorative naming...”</i>	Non applicable.
5	<i>“Where the proposal is for Aboriginal/Koori naming...”</i>	Non applicable.

Table 1

8. The Guidelines also dictate six core principals that should govern the suitability of a new geographic place name. Table 2 lists each of the principals and the suitability of the Victoria Gardens submission at this juncture.

	Core Principal	Submission Suitability
1	<i>“Geographic naming practice must be based on the form of Australian English, together with, where desired, the spoken Aboriginal and Torres Strait Islander languages.”</i>	Complies.
2	<i>“Names in public use shall have primary consideration; recognition of present day local usage or preference is the underlying guiding principal for authorities when assigning geographic place names.”</i>	The Urban Planning Branch has indicated that, to their knowledge, the site is not commonly known by any other name. Public consultation may be required to determine if the name ‘Victoria Gardens’ holds any existing status within the community.
3	<i>“Names established in specific legislation are automatically recorded in the Geographic Place Names Register as official names.”</i>	Non applicable.
4	<i>“Duplication of geographic place names by repetition of names already assigned is to be avoided, especially for similar features in generally close proximity.”</i>	A preliminary search of Land Victoria’s VICNAMES resource (incorporating items listed on the Geographic Names Register) has not revealed a duplicate name.
5	<i>“Recognition of Aboriginal /</i>	Centro Properties submission

	<i>Koori place names is encouraged and preferred for features presently unnamed.”</i>	makes no mention of an Aboriginal / Koori tradition at the site. Consultation with Aboriginal / Koori community groups is required in order to assess the application against this principal.
6.	<i>“Commemorative and historical names in long usage are preferred for the provision of new geographic place names, or where alteration of a name is being considered. Names of living persons, registered commercial businesses or non-profit organisations can be subject to change, either of legal entity or public perception and are therefore strongly discouraged for use as official names.</i>	Non applicable.

Table 2

Options

Option 1

9. Council may choose to support the application immediately, forwarding it to the Geographic Place Names Registrar along with any supporting materials or advice that it currently possesses.

Option 2

10. Council may choose to reject the submission. The applicant may choose to pursue the matter with the Registrar independent of the Council.

Option 3

11. Council may choose to defer a decision pending public consultation and further research.

Proposal

12. It is proposed that Council defer a decision on the proposed naming pending community consultation and advice from relevant stakeholders.

RECOMMENDATION

13. That Council advertise the 'Victoria Gardens' place name proposal in local newspapers and seek public comment.
14. That Council notify the Yarra Aboriginal Advisory Committee and local historical societies concerning the proposal.

15. That a further report be presented to the April 2003 Council cycle.

CONTACT OFFICER: Gary Mills
TITLE: Senior Governance Officer
TEL: 9205 5128

See Attachment

EXECUTIVE SUMMARY

Purpose

To provide a financial report for the six months ended 31 December 2002 and information on the current status of Council's financial performance and position.

Issues

The 2002/2003 Revised Budget was adopted by Council on 17 December 2002.

This report is being presented in accordance with Regulation 18 of the *Local Government Regulations* 2001.

Financial Implications

As outlined in the Statement of Financial Performance, the current operating result before reserve transfers reflects a favourable variance of \$0.437m.

The overall variance in income is a favourable result of \$0.389m.

The overall variance in expenses is a favourable result of \$0.048m.

Council's cash position at the end of December stands at \$8.6m reflecting a net cash inflow of \$5.5m year to date, as a result of strong cash flows from operating activities and the receipt of proceeds from planned borrowings.

Rates outstanding as at the end of December totalled \$21.2m, of which \$1.3m pertains to rates outstanding from previous rate years.

The attached capital works report reflects expenditure to the end of December of \$4.432m compared to a year to date budget of \$4.239m and represents 29.4% of the annual capital works program. While some delays have been experienced due to the requirement for community consultation for more complex projects, most planned works have commenced and expenditure has been committed.

Community Implications

The 2002/2003 Revised Budget resources the first year of the City Plan 2002-05 adopted by Council on 25 June 2002 and thus ensures achievement of the major strategies and actions of the key commitment areas of the City Plan.

PROPOSED ACTIONS

That the financial report for the six months ended 31 December 2002, compiled on a seasonalised budget basis be noted by Council.

1.4 2002/2003 Quarterly Financial Report – Period Ending 31 December 2002

File: Y10/35/5/7
Responsible Officer: Chief Financial Officer

Purpose

1. To provide a financial report for the six months ended 31 December 2002 and information on the current status of Council's financial performance and position.

Background

2. The 2002/2003 Revised Budget was adopted by Council on 17 December 2002.
3. This report is being presented in accordance with Regulation 18 of the *Local Government Regulations 2001*.
4. The report has been prepared on an accrual basis, to ensure accurate matching of income and expenditure, both operating and capital, for the year to date, as at 31 December 2002. The report also provides Notes to the Financial Report, which explain in greater detail the causes of the variances from the seasonalised budget.

Issues

5. As outlined in the Statement of Financial Performance, the current operating result before reserve transfers reflects a favourable variance of \$0.437m.
6. The overall variance in income is a favourable result of \$0.389m comprising the following significant variances:
 - (a) Parking Revenue is above budget by \$0.021m (0.3%), primarily reflecting higher than planned levels of fees from regulated parking in the first half of the year;
 - (b) Charges, Fees and Other Fines are \$0.072m (1.8%) better than budget due to higher than planned Footpath Advertising & Display Fees and Town Planning Fines & Costs;
 - (c) Government Grants are \$0.093m (3.5%) ahead of budget due to better than planned grant income for Family Day Care and an unbudgeted grant for Metropolitan Strategy Works; and
 - (d) Reimbursements & Contributions are \$0.155m (23%) better than budget primarily due to the receipt of an unbudgeted contribution for Capital Works relating to the Yarralea Children's Centre.
7. The overall variance in expenses is a favourable result of \$0.048m comprising the following variances:

- (a) Employee Costs are over budget by \$0.004m due to some minor expenditure (overtime/agency staff) overruns for some Council activities;
 - (b) Contract payments are under budget by \$0.015m (0.3%) due to better than planned outcomes for contract based activities such as meter maintenance and line marking;
 - (c) Other Materials & Services are over budget by \$0.016m (0.2%) primarily reflecting higher than planned expenditure for legal fees, family day care givers fees and postage, offset in part by under budget expenditure for other materials & services expenditure; and
 - (d) Provision for Doubtful Parking Debtors is under budget by \$0.045m (5.1%) reflecting the lower than planned level of infringements for the year to date.
8. Council's cash position at the end of December stands at \$8.6m reflecting a net cash inflow of \$5.5m year to date, as a result of strong cash flows from operating activities and the receipt of proceeds from planned borrowings.
 9. Rates outstanding as at the end of December totalled \$21.2m, of which \$1.3m pertains to rates outstanding from previous rate years.
 10. Parking debtors outstanding as at the end of December amounted to \$7.0m (net of provision for doubtful debts). Amounts outstanding for more than 90 days are referred to the PERIN Court for collection.
 11. Other debtors (excluding GST receivables) outstanding at the end of December were \$1.4m, of which \$0.2m has been outstanding for 90 days or more.
 12. The attached capital works report reflects expenditure to the end of December of \$4.432m compared to a year to date budget of \$4.239m and represents 29.4% of the annual capital works program. While some delays have been experienced due to the requirement for community consultation for more complex projects, most planned works have commenced and expenditure has been committed.
 13. Priorities over the next quarter include monitoring progress of the capital works program and preparation for the upcoming 2003/2004 City Plan/Budget cycle.

Consultation

14. The 2002/2003 Revised Budget was developed within the context of budget parameters approved by Council's Budget Sub-Committee. Internal audit review has established that the revised budget achieves the settings agreed with the sub-committee and that the revised budget outcomes are achievable. Monitoring of financial performance against the revised budget is conducted by Executive review of the monthly financial results for each division and branch of Council.

Community Implications

15. The 2002/2003 Revised Budget resources the first year of the City Plan 2002-05 adopted by Council on 25 June 2002 and thus ensures achievement of the major strategies and actions of the key commitment areas of the City Plan.

RECOMMENDATION

16. That the financial report for the six months ended 31 December 2002, compiled on a seasonalised budget basis be noted by Council.

CONTACT OFFICER: Michael Sedgman
TITLE: Chief Financial Officer
TEL: 9205 5230

See Attachment



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EXECUTIVE SUMMARY

Purpose

To inform Council on the status of the 2002-3 revised Capital Works program.

Issues

Officers are working with Council's corporate reporting software (Computron and MS Project) to ensure both financial and time-line reports accurately reflect current project status.

The Capital Works tracking system (via MS Project) indicates that project officers have committed \$5.6M (out of a total Capital Works program of \$15.06M). This is consistent with the 7-year historical trend figure of \$5.9M.

In terms of time, 21% of the capital works program has been completed. In terms of committals (ie \$), 37% of the program has been committed.

As with previous years, a slow down in project progress will occur over the holiday period but this is reflected in January projections. No further action is required at this stage as officers believe that the mid-year revised Capital Works budget can still be delivered. Notwithstanding, areas of the program that may impact on capital works delivery, which must be monitored during the next quarter are:

- (a) Integrated road projects – involving complex consultation processes;
- (b) Projects involving soil contamination issues (impacting areas such as Family Services and the Asset's branch); and
- (c) Shopping strip redevelopment projects – also due to complex consultation.

Proposed Actions

That the report be noted.

1.5 Capital Works – Quarterly Report – Period Ending 31 December 2002

File: 55/95/02/05-02
Responsible Officer: Manager City Infrastructure

Purpose

1. To inform Council on the status of the 2002-3 Capital Works program.

Background

2. The original 2002-3 Capital Works program consisted of projects valued at \$19,412,811. Of this \$2,559,956 were carry over projects from the previous year. The 2002-3 mid-year budget review process reduced the value of the Capital Works program by approximately \$4.4M to \$15,066,855. This was done after extensive consultation with all project managers with a view to ensuring that projects appearing in the revised program are delivered this financial year.
3. MS Project has been used to track progress and monitor performance for the last 18 months. Project managers directly populate information into the software at least once a month.
4. As mentioned previously, most work to change/reconcile/update the capital works program to reflect its exact status and anticipated outcomes was done via the mid-year review process. Project status and expectation (in terms of time) for this quarterly report is virtually identical to that considered at the mid-year review process. However, updated financial status details are provided.

Issues

5. Officers are working with Council's corporate reporting software (AXS_One (Computron) and MS Project) to ensure both financial and time-line reports accurately reflect current project status.
6. The Capital Works tracking system (via MS Project) indicates that project officers have so far committed \$5.6M of the budget. This is encouraging and is consistent with the 7-year historical trend figure of \$5.9M. It should be noted that the actual year to date expenditure is \$4.4M which is above the AXS-One budgeted year to date figure of \$4.2M. Actual expenditure is behind the committed figure of \$5.9M, however this is usual as final invoices and payment lags behind project committal and completion due to account payment timing variations.
7. In terms of time, 21% of the capital works program has been completed. In terms of committals (ie \$), 37% of the program has been committed. Refer attached document 1 for progress in each program area.

8. As with previous years, a slow down in project progress will occur over the holiday period but this is reflected in January projections. No further action is required at this stage as officers believe that the mid-year revised Capital Works budget can still be delivered. Notwithstanding, areas of the program that may impact on capital works delivery, which must be monitored during the next quarter are:
- (a) Integrated road projects – involving complex consultation processes;
 - (b) Projects involving soil contamination issues (impacting areas such as Family Services and the Asset’s branch); and
 - (c) Shopping strip redevelopment projects – also due to complex consultation.
9. In summary, the following can be said for each program area:
- (a) Transport Planning
Initial concept plans are slightly behind projections however the program should still be completed.
 - (b) Road Construction projects
The integrated approach to projects seems to be impacting in terms of high level of consultation, elevated community expectation and conflict between heritage issues/ disabled access, however it is anticipated that project time-lines can be achieved. Laneway and resheet projects are on target (mainly due to a lesser need to consult).
 - (c) Library Projects
Generally close to projections and the program should be completed.
 - (d) Leisure Centres
The Fitzroy Pool redevelopment is progressing. This project will span two financial years.
 - (e) General Building Asset projects.
Some projects are slightly behind projections however the program should still be completed noting the following:
 - (i) the extent of works at Fitzroy Town Hall associated with future tenancy arrangements is still to be determined;
 - (ii) this year’s plant and equipment program was delayed to accommodate mid-year budget considerations. This normally does not have any adverse effect as most purchases are left until the last quarter of the financial year; and
 - (iii) year to date expenditure on other rolling programs such as the furniture & equipment programs is less than 50% of budget,

however as rolling programs, these programs are expected to be completed on time.

(e) Childcare centres

Originally these projects were required to be completed this financial year to comply with regulatory requirements, however this deadline has since been extended to 2006. Scheduling of works around each centre's operations and temporary accommodation requirements will result in some works extending beyond June. The expected completion date of all works is November 2003.

(f) I.S Projects

All hardware purchases are on target. Network infrastructure projects will be delivered on time.

(g) Open Space

In general, most projects are on target. Planning for the Autumn planting season works is at an advanced stage. Water restriction considerations are currently influencing Open Space planning/implementation.

The strategic planning component of Open Space is well advanced.

(h) Disability projects

These projects are on target.

(i) Sports and community related projects

All carry over projects are well advanced and will be completed.

For new 2002/3 projects, the mid-year budget review process delayed this program due to the uncertainty in the final funding allocations. Some projects have been deferred to the 2003/4 capital works program.

(j) Playgrounds (not in parks) & related childcare centre projects

The playground equipment and regulation compliance projects have all been delayed. These projects are effected by the soil contamination strategy.

Consultations

11. The information provided in this report is a summary of the information in the "MS Project" project management system which is essentially maintained by staff in control of projects.

Resource and Financial Implications

12. The Capital Works budget was approved within the Revised 2002/03 Annual Budget. At the end of the second quarter 21% of projects have been completed and 37% of the program has been committed.

RECOMMENDATION

13. That the report be noted.

CONTACT OFFICER: Peter Graf
TITLE: Manager City Infrastructure
TEL: 9205 5020

See Attachment



Image Document

CONFIDENTIAL COMMITTEE BUSINESS REPORTS

The following items are deemed by the Acting Chief Executive Officer to be suitable for consideration in closed session in accordance with section 89 (2) of the *Local Government Act* 1989. In accordance with that Act, Council may resolve to consider these issues in open or closed session.

RECOMMENDATION

1. That this meeting be closed to members of the public, in accordance with section 89 of the *Local Government Act* 1989, as disclosure of any of the following matters to be considered may prejudice the Council or other persons.
2. That all information contained within the Confidential Business Reports section of this notice paper and reproduced as Council Minutes be treated as being and remaining strictly confidential in accordance with the provisions of sections 77 and 89 of the *Local Government Act* 1989 until Council resolves otherwise.