

**Hepburn Shire Council
Special Projects Report as at 31 December 2022**

Project Number	Project Name	Current Budget FY23	YTD Actual Expenses to DEC22	% of Annual Budget Spent	Current Budget Income	YTD Actual Income	% of Annual Budget Received	Project Status	Current Expected Completion Date	Project Sponsor (Leadership Rep.)	Sponsor Delegate (Project Owner)	Project Manager	Progress Summary
		2022/23 Expenditure			2022/23 Income								
Non-Recurrent (Special Operating) Projects													
COMMUNITY AND DEVELOPMENT													
000570	RAP Development 2021-24	34,000	-	0%	-	-		In Progress and Delayed	31 December 2023	F Fogarty	F Fogarty	D Spiller	A new Reconciliation Advisory Committee has been formed and development of commencement of a new Reconciliation Action Plan has been made a priority and commenced with registration with Reconciliation Australia
000996	Arts and Culture Strategy Development	22,500	17,533	78%	-	-		In Progress and On Track	30 June 2023	F Fogarty	F Fogarty	F Fogarty	Consultation component completed. Balance of Strategy is still under development.
001105	Christmas Community Planning	10,000	5,653	57%	-	-		In Progress and On Track	31 January 2023	F Fogarty	F Fogarty	F Fogarty	Seasonal decorations installed in Trentham, Clunes and Creswick with assistance from Community Groups and contractors. Remainder of costs expected to be accounted for in January.
Total Community Life		66,500	23,186	35%	-	-							
000676	Implement biodiversity strategy actions	46,694	-	0%	-	-		In Progress and On Track	30 June 2023	D Kennedy	B Bainbridge	B Bainbridge	Draft RFQ developed, awaiting feedback on engagement strategy, expect to release late January
001003	Flora and Fauna assessments	25,080	25,080	100%	-	-		Hand Over Completed	30 June 2023	D Kennedy	B Bainbridge	B Bainbridge	This report has been finalised. Balance of assessments to be managed as part of Strategic planning projects. RFQ for other township assessments has been released and is due January 30
001044	Lake Daylesford Gully Fuel Management Project	40,550	16,151	40%	40,455	40,455	100%	In Progress and Delayed	31 January 2023	D Kennedy	B Bainbridge	B Bainbridge	Final spray works commenced in December and expect to complete January. Projected 2022-23 costs in line with grant from CFA already received.
001049	Wheatsheaf Firescape	23,000	-	0%	22,727	5,645	25%	In Progress and Delayed	31 January 2023	D Kennedy	B Bainbridge	B Bainbridge	Final spray works commenced in December and expect to complete January. Projected 2022-23 costs in line with grant from CFA already received.
001054	Streamlining for Growth	64,600	-	0%	50,000	50,000	100%	In Progress and On Track		D Kennedy	B Southee	B Southee	RFQ for Urban Design & Neighbourhood Character issued Dec 22
001147	Western Transmission Line Strategy	88,725	33,569	38%	-	-		In Progress and On Track	30 June 2023	D Kennedy	D Kennedy	D Kennedy	Balance of funds held for EES review advice and preparation.
001160	Settlement Strategy and Township Structure Plans	396,052	55,759	14%	-	-		In Progress and Delayed	30 June 2023	D Kennedy	A Blacket	A Blacket	Project review undertaken with project funding reprioritised to ensure expenditure of funds by 30 June 2023
Total Strategic Planning		684,701	130,559	19%	113,182	96,100	85%						
000680	Glenlyon Recreation Reserve - master plan	51,176	5,098	10%	-	(50)		In Progress and On Track	30 June 2023	K Sinclair	K Schnur	T McCarthy	Refresh and Revisit Community Engagement was completed in October and November 2022. Draft masterplan development is now underway. Public exhibition of draft Masterplan anticipated in March 2023 with community engagement to follow and adoption to be considered in June 2023.
000878	Hub For Premium Produce	288,497	127,612	44%	-	-		In Progress and On Track	28 February 2023	K Sinclair	H. Fitzpatrick	S Hebbard	Grants invoices have now been paid. Final Reports, Ag Vic, Council and Physical Hub Business Plan to be completed. Acquittal to State Government by May 24, 2023. 6% Underspend flagged in November is still projected. Funds flagged to be returned to State Government by May 23.
000973	Visit Victoria Grant Program	20,000	-	0%	-	-		In Progress and On Track	30 June 2023	K Sinclair	H. Fitzpatrick	B O'Brien	Working with Visit Victoria on grant recipients for this fund
000998	Hepburn Shire Aquatics Strategy	-	-	0%	3,000	3,000	100%	Close Out tasks Completed		K Sinclair	K Schnur	K Schnur	All close out tasks completed
001164	Outdoor Activation Program	245,581	240,331	98%	272,518	272,518	100%	In Progress and Delayed	31 January 2023	K Sinclair	H. Fitzpatrick	H. Fitzpatrick	Project finalised awaiting single invoice been delayed due to faulty product for installation and contractors over holiday period. Pending this program has been finalised.

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001166	Walking and Cycling Strategy 2022-23	45,000	-	0%	-	-		In Progress and On Track	30 June 2023	K Sinclair	K Schnur	K Schnur	A project brief to seek consultants to undertake a Hepburn Shire Wide Integrated Transport Strategy was developed that incorporates the key objectives of the strategy. In December 2022, a public request for tender was released to seek consultants to undertake the Shire Wide strategy.
Total Community & Economic Development		650,254	373,041	57%	275,518	275,468	100%						
TOTAL COMMUNITY AND DEVELOPMENT		1,401,455	526,786	38%	388,700	371,568	96%						
ORGANISATIONAL SERVICES													
001167	Hepburn Pulse Software	69,076	44,115	64%	-	-		In Progress and On Track	30 June 2023	A Burgess	K Lewis	K Lewis	Council Plan Reporting module and Audit Actions module have been fully implemented and final invoice for these modules has been receipted. The next module LGPRF, is scheduled to be rolled out in March 2023, following government changes to LGPR Framework.
Total Director Organisational Services		69,076	44,115	64%	-	-							
001110	Electoral Representation Review 2021-22	35,000	-	0%	-	-		In Progress and On Track	30 June 2023	A Burgess	R Smith	R Smith	This project is being run by the VEC and is expected to be completed by 30 June 2023. Costs for the review are passed on to Council, and the VEC has provided an estimate of \$62,769.41 for the project. Budget line will be adjusted at the mid-year review.
Total Governance		35,000	-	0%	-	-							
001150	Technology One Development	17,550	-	0%	-	-		In Progress and Delayed	30 June 2023	C Whyte	C Whyte	C Whyte	Project commenced. Will be finalised upon adoption of the ICT Strategy.
001151	Tech One - Cloud Migration	30,000	-	0%	-	-		In Progress and Delayed	30 June 2023	A Burgess	C Whyte	C Whyte	Project commenced. Will be finalised upon adoption of the ICT Strategy.
001152	Tech One - ESS Augmentation	38,000	14,979	39%	-	-		In Progress and Delayed	30 June 2023	A Burgess	C Whyte	C Whyte	Project commenced. Will be finalised upon confirmation of ICT Strategy adoption.
001153	Tech One - Purchasing and Contract Admin	59,000	-	0%	-	-		Not yet Started and Delayed	30 June 2024	A Burgess	C Whyte	C Whyte	Project pending ICT Strategy adoption.
001154	Tech One - eProperty	33,000	-	0%	-	-		Not yet Started and Delayed	31 July 2024	A Burgess	C Whyte	C Whyte	Project pending ICT Strategy adoption.
001155	Tech One - Finance and Fixed Assets Management	112,000	-	0%	-	-		Not yet Started and Delayed	31 August 2024	A Burgess	C Whyte	C Whyte	Project pending ICT Strategy adoption.
001156	Tech One - HRP	109,000	-	0%	-	-		Not yet Started and Delayed	30 September 2024	A Burgess	C Whyte	C Whyte	Project pending ICT Strategy adoption.
001157	Tech One - eRecruitment	36,000	-	0%	-	-		Not yet Started and Delayed	31 October 2024	A Burgess	C Whyte	C Whyte	Project pending ICT Strategy adoption.
Total ICT		434,550	14,979	3%	-	-							
TOTAL ORGANISATIONAL SERVICES		538,626	59,094	11%	-	-							
INFRASTRUCTURE AND DELIVERY													

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001008	COVID-19 Response Costs	-	-	0%	-	12,922		In Progress and On Track	30 June 2023	B Lucas	B Lucas	B Lucas	Extension of Grant Funding from DJPR received in December
001129	New Office Accommodation Planning	30,000	-	0%	-	-		In Progress and On Track	31 December 2023	B Lucas	B Lucas	B Lucas	Project planning is underway, and a project plan will be presented to Councillors at a briefing in March
Total Director Infrastructure and Delivery		30,000	-	0%	-	12,922	#DIV/0!						
001111	Storm clean up - Trentham 2021 NDFA	1,999,991	35,763	2%	2,485,539	-	0%	In Progress and On Track	30 June 2023	M McDonald	T Scarsi	J Mitchell	Scope of remaining clean up works less significant than expected at time of budget. Significant underspend expected to be redistributed to subsequent storm events as part of Mid Year Budget review.
001113	Storm Recovery 2021 - BRV	88,732	276,144	311%	-	399,997		In Progress and On Track	31 July 2023	M McDonald	T Scarsi	T Scarsi	\$399,997 additional Council Support funding received. Six month progress report due to ERV 20 January. Final acquittal due 19 July 2023.
001114	Storm 29 October 2021	-	-	0%	38,439	-	0%	Hand Over Completed	31 March 2023	M McDonald	T Scarsi	T Scarsi	Total clean up expenditure didn't reach threshold for reimbursable costs grant. Income budget to be redistributed in Mid Year review.
001115	Storm Recovery - January 2022 - NDFA	4,999,953	287,208	6%	6,233,185	4,106	0%	In Progress and On Track	30 June 2023	M McDonald	T Scarsi	J Mitchell	Many works completed and now being rescope again following October flood event. Expenditure for this recovery is expected to be significantly lower than initially forecast. Budget realignment between events to be considered in Mid Year Budget Review.
001145	Targeted Recovery Fund Initiative	147,400	106,524	72%	147,400	147,400	100%	In Progress and On Track	28 February 2023	M McDonald	T Scarsi	T Scarsi	Project extension granted to end of February 2023 for Community Recovery Events. Events scheduled for February, may not consume all remaining funds.
001168	Storm Recovery - Disaster Relief Australia	-	-	0%	-	218,889		In Progress and Delayed	30 June 2023	M McDonald	T Scarsi	T Scarsi	Project delayed due to weather. Properties now identified for assistance. Total funding \$218,889 for FY23.
001169	Storm Recovery - Community Led Recovery Projects	-	1,649	0%	-	-		Not yet Started and Delayed	30 June 2024	M McDonald	T Scarsi	T Scarsi	Project extension granted by ERV until Jun 2024. Confirmation of funding received 21/09/22. Funds not yet received. Total approved funding \$151,830.00. Project delivery timetable to be confirmed, assume some expenses to be incurred FY24.
001170	Storm Recovery - October 22 Storm Clean-up - NDFA	-	1,768,311	0%	-	500,000		In Progress and On Track	30 June 2024	M McDonald	T Scarsi	J Mitchell	Preliminary estimate of total costs \$16.5m provided to NDFA, initial assistance instalment of \$500,000 received with additional funds expected in January. Works proceeding whilst balance of preliminary claim under assessment.
Total Emergency Management		7,236,076	2,475,599	34%	8,904,563	1,270,392							
000616	Creswick Trails	1,550,690	57,898	4%	572,000	-	0%	In Progress and On Track	31 December 2024	B Lucas	B Grounds	A Breach	Contract to construct has been awarded and works are expected to begin on the ground in February 2023.
Total Major Projects		1,550,690	57,898	4%	572,000	-	0%						
001118	WHBG Collections Policy and Plant Labels	22,647	8,000	35%	18,383	18,383	100%	Close Out tasks Completed		T May	S Ludeke	S Ludeke	Project and acquittal completed
001119	HMSR Lighting Audit and Repairs	8,790	8,790	100%	-	-		Close Out tasks Completed		T May	S Ludeke	S Ludeke	Project completed
Total Operations		31,437	16,790	53%	18,383	18,383	100%						
000875	Solar Savers	100,000	13,000	13%	179,756	-	0%	In Progress and On Track	30 June 2023	S Mennie	M Pasqualini	M Pasqualini	Program currently in householder recruitment stage with 9 households progressing through agreement signing. Likely to present results and seek declaration of special rates charge at Council meetings in February and April 2023 subject to confirmation.

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001005	Organic Waste Kerbside Collection	18,701	660	4%	-	-		In Progress and On Track	30 September 2023	S Mennie	S Mennie	S Mennie	To align with FOGO rollout, with Councillors briefed in March and rollout expected with the 2023/24 financial year
001109	Sustainable Hepburn	150,000	4,977	3%	-	-		In Progress and On Track	30 June 2023	S Mennie	S Mennie	S Mennie	Balance of activities expected to be undertaken before June with costs to be incurred accordingly.
001126	Rex Sale Costs	21,945	60,583	276%	-	-		In Progress and On Track	30 April 2023	S Mennie	K Menne	K Menne	Sale complete. Currently in settlement period.
001128	Office Improvements	69,961	69,469	99%	-	-		In Progress and On Track	31 March 2023	S Mennie	V O'Halloran	V O'Halloran	Continuation of works to maintain functional office facilities. Carry over works from 2021-22 year nearing completion. Completion date adjusted to reflect further remediation scope identified.
001134	Circular Economy Stage 2	35,000	-	0%	-	-		Not yet Started but On Track	30 June 2023	S Mennie	M Pasqualini	M Pasqualini	As Stage 1 activates finalised, Stage 2 planned for commencement in January 2023.
001135	Regenerative Agriculture	20,000	-	0%	-	-		Not yet Started but On Track	30 June 2023	S Mennie	M Pasqualini	M Pasqualini	Planning activity to be undertaken in January and costs associated with rollout to follow as per initial project timeline.
001175	Household Recycling Education and Behavioural Change	-	-	0%	-	30,450		Not yet Started but On Track	31 December 2023	S Mennie	S Mennie	S Mennie	Planned expenditure to match grant received through Sustainability Victoria's Recycling Victoria Household Education and Behavioural Change Fund. Educational activities to prepare and support community for future FOGO rollout.
Total Waste, Facilities and Community Safety		415,607	148,689	36%	179,756	30,450	17%						
TOTAL INFRASTRUCTURE AND DELIVERY		9,263,810	2,698,976	29%	9,674,702	1,332,147	14%						
TOTAL NON-RECURRENT PROJECTS		11,203,891	3,284,855	29%	10,063,402	1,703,715	17%						