



PLANT SCHEDULE - ENTRY + PLAZA AREA				
Code	Botanical Name	Common Name	Pot Size	QTY
TREES				
AC	Angophora costata	Smooth Bark Apple	45L	4
AFJ	Acer x freemanii 'Jeffersred'	Autumn Blaze Maple	45L	3
CV	Callistemon viminalis	Weeping Bottlebrush	45L	2
GROUND COVER				
CG	Carpobrotus glaucescens	Pigface	150mm	94
GBR	Grevillea 'Bronze Rambler'	Grevillea	200mm	59
LLT	Lomandra longifolia 'tanika'	Lomandra	200mm	141

LANDSCAPE NOTES

Herbicide Application:
At least two weeks prior to the commencement of landscape works spray all grass within the landscape works area with an approved systemic herbicide (e.g. active ingredient glyphosate). Herbicide shall be applied in accordance with the manufacturers directions.

Soil Preparation:
Prior to spreading topsoil for garden beds and lawn areas, the sub-base is to be thoroughly cleared of all building rubble and other debris, then ripped to a depth of 200mm and rotary hoed. Incorporate gypsum at the rate of 500 g/square metre throughout all garden beds and lawn areas.

Topsoil:
The topsoil blend should consist of the following, or similar approved:
- 60% sandy loam
- 20% aged sawdust
- 20% composted pine bark fines
The pH vale of imported topsoil should be between 5.5 - 6.5.
Ensure soil mix complies with AS 4419 -1998 soils for landscaping and garden use.

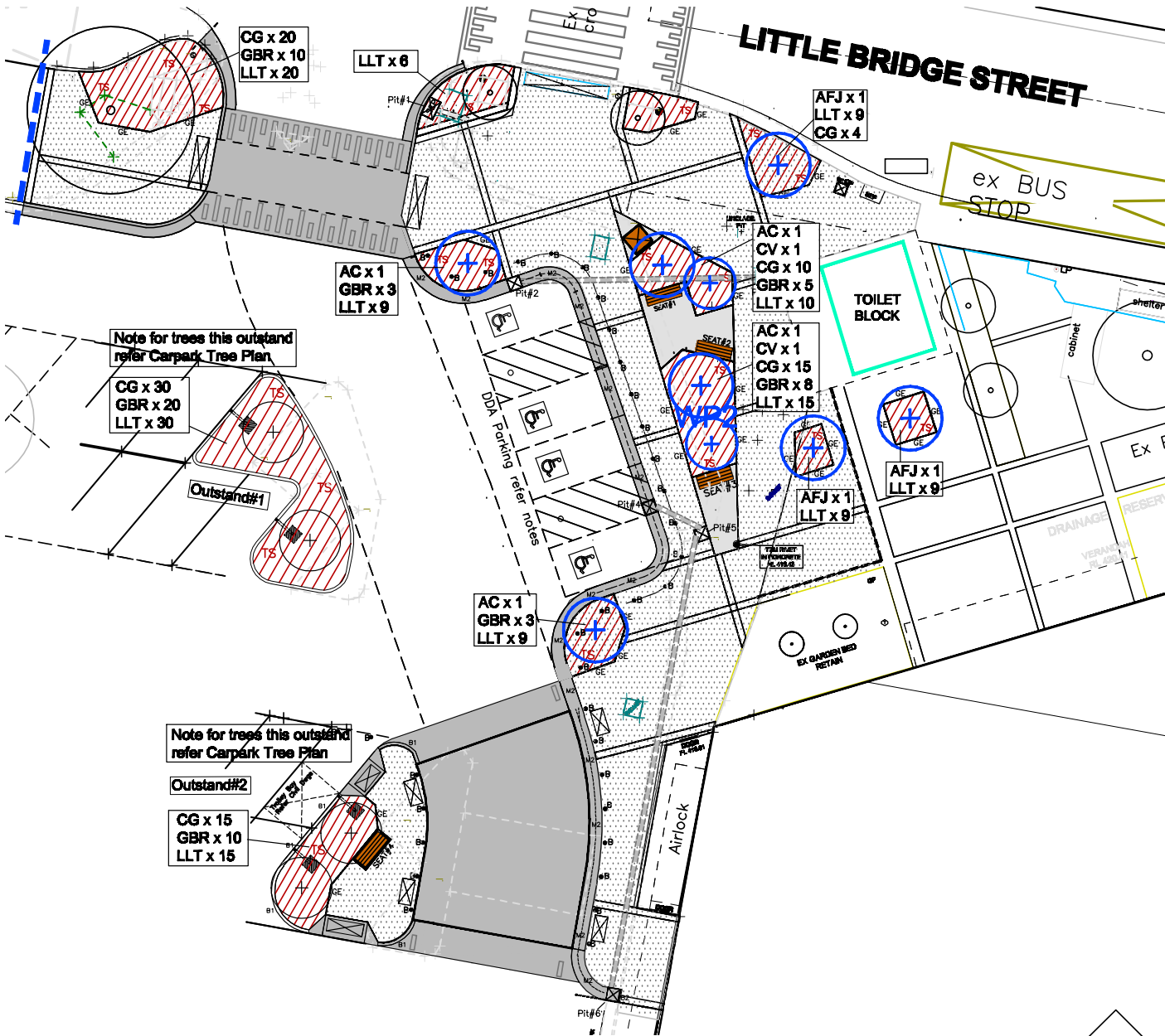
Granitic sand:
The granitic sand shall have the following characteristics:
• fine grained granitic sand
• yellow/brown in colour
• low plasticity
• pH range 4-7
• maximum silt content of 6% by volume (in accordance with AS 1141-33).

The material must be consolidated by hand to achieve a solid walkable surface. The finished surface shall be graded at (ie 2-3%) to achieve drainage to kerbs, pits and grassed areas without scouring. Finish 10mm above adjoining hard surfaces.

New Garden Beds:
Spread 250mm minimum depth of topsoil and incorporate into prepared base.

Planting:
All plants are to be true to species, healthy and free from pests, disease and stress. At the time of planting fertilise shrubs and groundcovers with 10 grams of 'Osmocote'. Ensure all plants are well watered in at the time of planting. Consider watering immediately following planting for 150-200mm diameter pots apply 10 litres of water immediately following planting.

Watering:
Watering in of plants shall be completed on the same day as planting and be sufficient to consolidate the backfill around the roots.
Minimum watering is 10L for 150mm-200mm pots.



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Contractor to confirm location of all services prior to works.

shT 29

PLANTING PLAN

ENTRY + PLAZA

ISSUE: TENDER 25082021

ISSUE	AMENDMENT	DATE	EXISTING STORMWATER PIPE		EXISTING STORMWATER PIT		CITY OF BALLARAT		Lt Bridge Street Carpark Entry and Plaza		LT BRIDGE ST - BAKERY HILL, BALLARAT		DRAWING NUMBER	
VER3			EXISTING KORB & CHANNEL		EXISTING SIGN		SCALE: SCALE AS SHOWN AT A3 SHEET		HORIZ. DO NOT SCALE THIS DRAWING		WARNING: THE LOCATION OF U/GROUND SERVICES SHOWN IS BASED ON INFORMATION SUPPLIED BY OTHER AUTHORITIES AND SHOULD BE PROVEN ON SITE. ALL WORKS NEAR SERVICES SHALL COMPLY WITH REQUIREMENTS OF RELEVANT AUTHORITY.		SURVEY DATE: /	
EVERY CARE HAS BEEN TAKEN TO ENSURE THAT THE INFORMATION SHOWN ON THIS DRAWING IS ACCURATE. HOWEVER SOME VARIATIONS FROM RECORDS MAY EXIST, AND COMPLETE ACCURACY CANNOT BE GUARANTEED.			EXISTING TOP OF BATTER		EXISTING SURVEY STATION		DESIGNED DATE: /		CHECKED DATE: /		APPROVED		2021-56-29	
			EXISTING INVERT OPEN DRAIN		EXISTING SURVEY P.S.M.		TEAM LEADER DESIGN & SURVEY		MANAGER INFRASTRUCTURE		SHEET 29 Of 36 SHEETS			
			EXISTING U/G ELECTRICITY MAIN		EXISTING ELECTRICITY POLE									
			EXISTING U/G GAS MAIN		EXISTING GAS VALVE									
			EXISTING U/G SEWER MAIN		EXISTING SEWER PIT									
			EXISTING U/G WATER MAIN		EXISTING WATER VALVE									
			EXISTING U/G TELSTRA MAIN		EXISTING TELSTRA PIT									
					EXISTING TELSTRA MANHOLE									

AP1

SIZE 7 TYPE (L) CLASS 170 HOT-MIX ASPHALT
30mmD - pedestrian pathway
40mmD - vehicle crossings

BASE PREPARATION
Pathways: 75mm CONSOLIDATED THICKNESS OF CLASS 2/20mm F.C.R.
Driveways: 150mm CONSOLIDATED THICKNESS OF CLASS 3/20mm F.C.R.

APPROVED SUBGRADE

Refer City of Ballarat Std Detail

Typical Asphalt - Pathways (nts)

AP2

SIZE 7 TYPE (L) CLASS 170 HOT-MIX ASPHALT
40mm Depth

100mm CONSOLIDATED THICKNESS OF CLASS 2/20mm F.C.R.
100mm CONSOLIDATED THICKNESS OF CLASS 3/20mm F.C.R.

APPROVED SUBGRADE

Refer City of Ballarat Std Detail

Typical Asphalt - Parking Areas (nts)

Asphalt to be installed according to VicRoads 'Hot Mix Asphalt' specifications (Section 407).

Consolidation Note

1. Suitable compaction plant shall be employed to achieve at least 98% of the maximum modified dry density, as per Aust. Standard AS 1289.

2. Subgrade to be compacted and approved prior to laying the pavement.

ASPHALT PAVEMENT

Typical Detail (nts)

BLUESTONE BAND

600x300x40mm sawn bluestone paving tiles with a 5mm mortar joint. Note: Provide a 2mm chamfer to all leading edges of bluestone tile paving. Install tiles on a 40mm (nom. depth) mortar setting bed with edge haunching. Concrete base to be 400mmW x 150mmD of N250 concrete with TM8TM 151 placed centrally.

Asphalt pavement refer engineers dwgs.

Compacted sub base. Excavate soft spots, backfill & consolidate with approved granular material.

100mm consolidated base 20mm ND Class 2 FCR compacted to Engineers approval.

NOTE RE PAVING: ADOPTED SAME DETAIL FOR BLUESTONE PAVING.

REFER CITY OF BALLARAT BLUESTONE PAVER DETAIL (DWG: 2012-BS-05).

BLUESTONE BANDS

Typical Section (nts)

Barrier kerb and channel Type 2 see SD-K1. Agi drain to rear connected to approved discharge.

Planting soil + mulch as per notes.

Barrier Kerb + Channel

Typical Detail (NTS)

Barrier kerb B1 25MPa concrete on 100mmD consolidated depth CL3 FCR. Ref Vicroads SD-2001.

Planting soil + mulch as per notes.

Barrier Kerb B1

Typical Detail (NTS)

GRATED STORM WATER PIT

Construct concrete pit (100mm wall + floor thickness) insitu on 100mmD CL2-20mmFCR. Bed-in suitable H/D galvanised frame to take 600x600mm H/D galvanised "heel-proof" grate. Frame and grate to match profile of swale drain and finished levels set to match invert of swale drain.

asphalt paving

fall

M2 kerb to rear not shown

Grated Pit 600x600 HD

Typical (NTS)

SCHEDULE OF STANDARD DETAILS CIVIL WORKS	
Pedestrian Kerb Ramp Detail + TGSi refer COB std detail	SD-C4 1 to 4
Asphalt Footpath Section refer COB std detail	SD-K2
Barrier Kerb B1 (Vicroads Std) Type 2 kerb + channel	SD-2001 SD-K1
Trench Details for Reinforced Concrete Pipes refer COB std detail	SD-D8-1
Pre-cast Side Entry Pit Concrete Cover refer COB std detail	SD-P1-1/2
Sign Post Detail refer COB std detail	SD - S3
Concrete Spoon Drain - 50mm invert 600W x 200D concrete 100D FCR CL1 base	refer details

STORM WATER PIT SCHEDULE Carpark Entry and Plaza Works	
Pit#1	SEP900x600 TP 416.25 INV 416.75 225 TBC
Pit#2	GP600x600 SM2 Profile + Heal Proof Grate TP 416.23 INV 416.03 TBC
Pit#3	Existing JP 416.24TP ex tbc 415.49INV ex tbc
Pit#4	GP600x600 SM2 Profile + Heal Proof Grate TP 416.31 INV 415.91 TBC
Pit#5	JP600x600 + Heal Proof Grate TP 416.37 INV 415.89 minimum TBC
Pit#6	GP600x600 TP 416.42 INV 416.10 TBC

Asphalt Notes Pedestrian Areas:

Size 7 Type (N) Class 170 hot-mix asphalt 25mmD.

Base:

- 100mm consolidated thickness CL2/20mm F.C.R.
- 100mm consolidated thickness CL3/20mm F.C.R.

Bollard Note:

- Bollard 125mm NB galvanised steel powder coat finish – "Woodlands Grey".
- In-ground fixing – concrete.
- Bollard to comply with City of Ballarat UDM standard.
- Spacing: Bollards equi sapced at 1600mm centres (TBC)
- Offset: offset 600mm to BOK
- 600mmD x 300mmDia. N20 concrete footing.

Parking Area - Typical Section (kerb, pavement, f/path, bollards) (nts)

Open invert concrete Drain. 50mmD invert. 600mmW x 200mmD 25MPa concrete over 100mmD consolidated CL1 20mmNDFCR.

Carpark - Refer Civil Dwgs + Specification

New pedestrian paving (asphalt) matched in

pedestrian paving 1.0% min

swale drain 600mmW

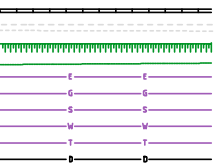
Bollard

0.6 offset



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EXISTING TOP OF BATTER	-	EXISTING SURVEY STATION
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EXISTING U/G GAS MAIN	•	EXISTING GAS VALVE
EXISTING U/G SEWER MAIN	•	EXISTING SEWER PIT
EXISTING U/G WATER MAIN	•	EXISTING WATER VALVE
EXISTING U/G TELSTRA MAIN	•	EXISTING TELSTRA PIT
	•	EXISTING TELSTRA MANHOLE

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ISSUE: TENDER 25082021

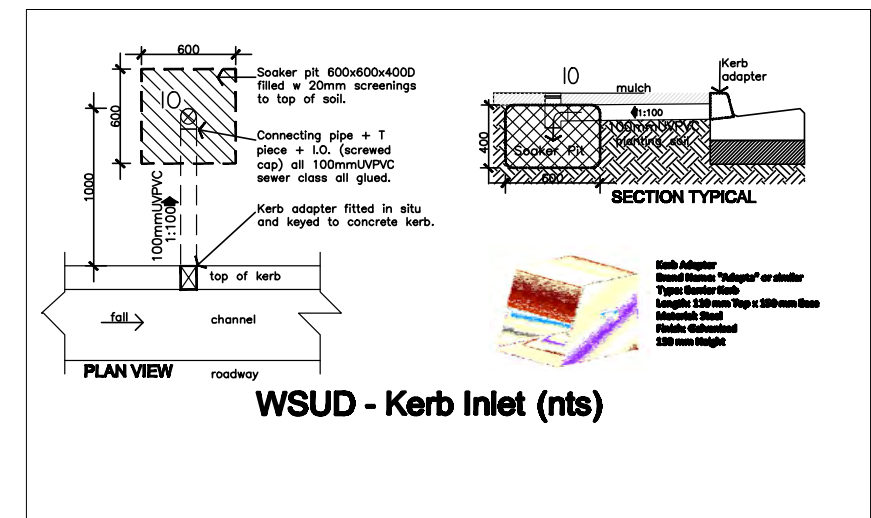
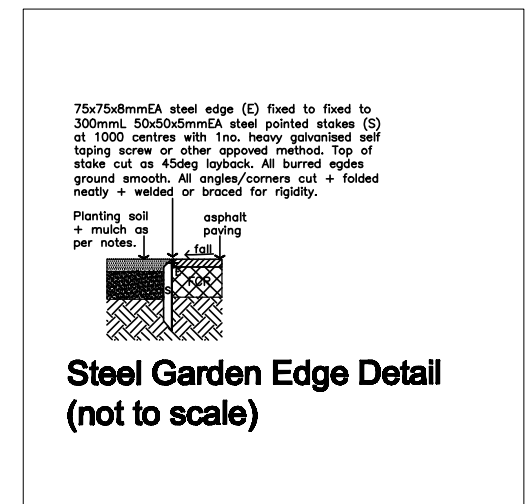
CITY OF BALLARAT
Lt Bridge Street Carpark Entry and Plaza
LT BRIDGE ST - BAKERY HILL, BALLARAT

SURVEY	DATE: / /	CHECKED
DRAWN DT	DATE: 08 / 21	
DESIGNED	DATE: / /	

APPROVED
Lauren Nether
MANAGER INFRASTRUCTURE

DRAWING NUMBER
2021-56-30
SHEET 30 Of 36 SHEETS

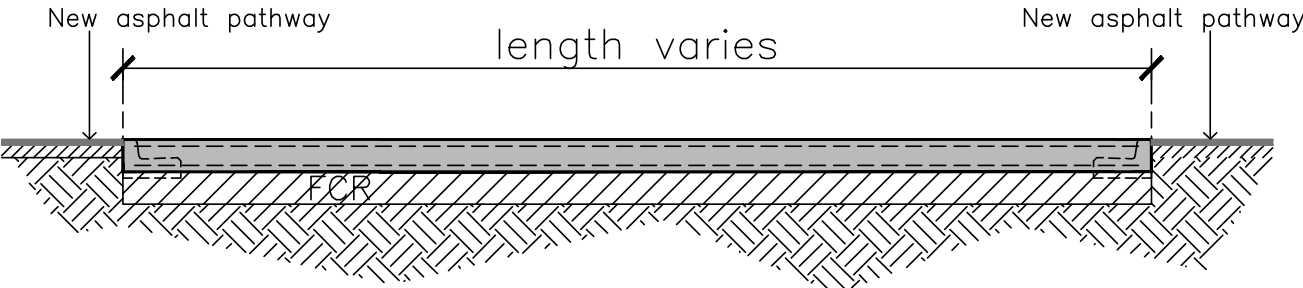
sht 30
DETAILS SHEET 1



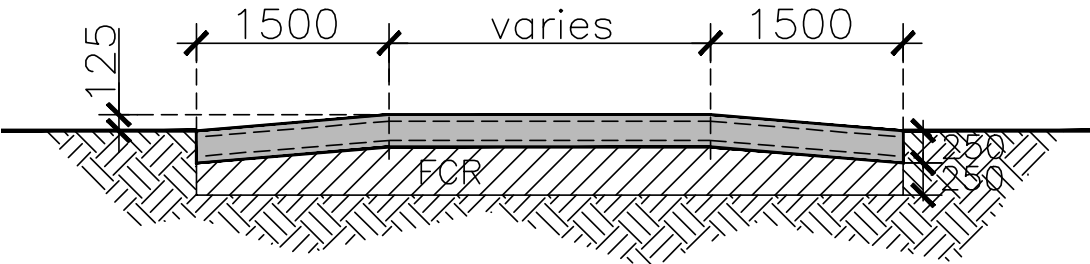
Contractor to confirm location
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DETAILS SHEET 2
ISSUE: TENDER 25082021

231



Typical Long-section

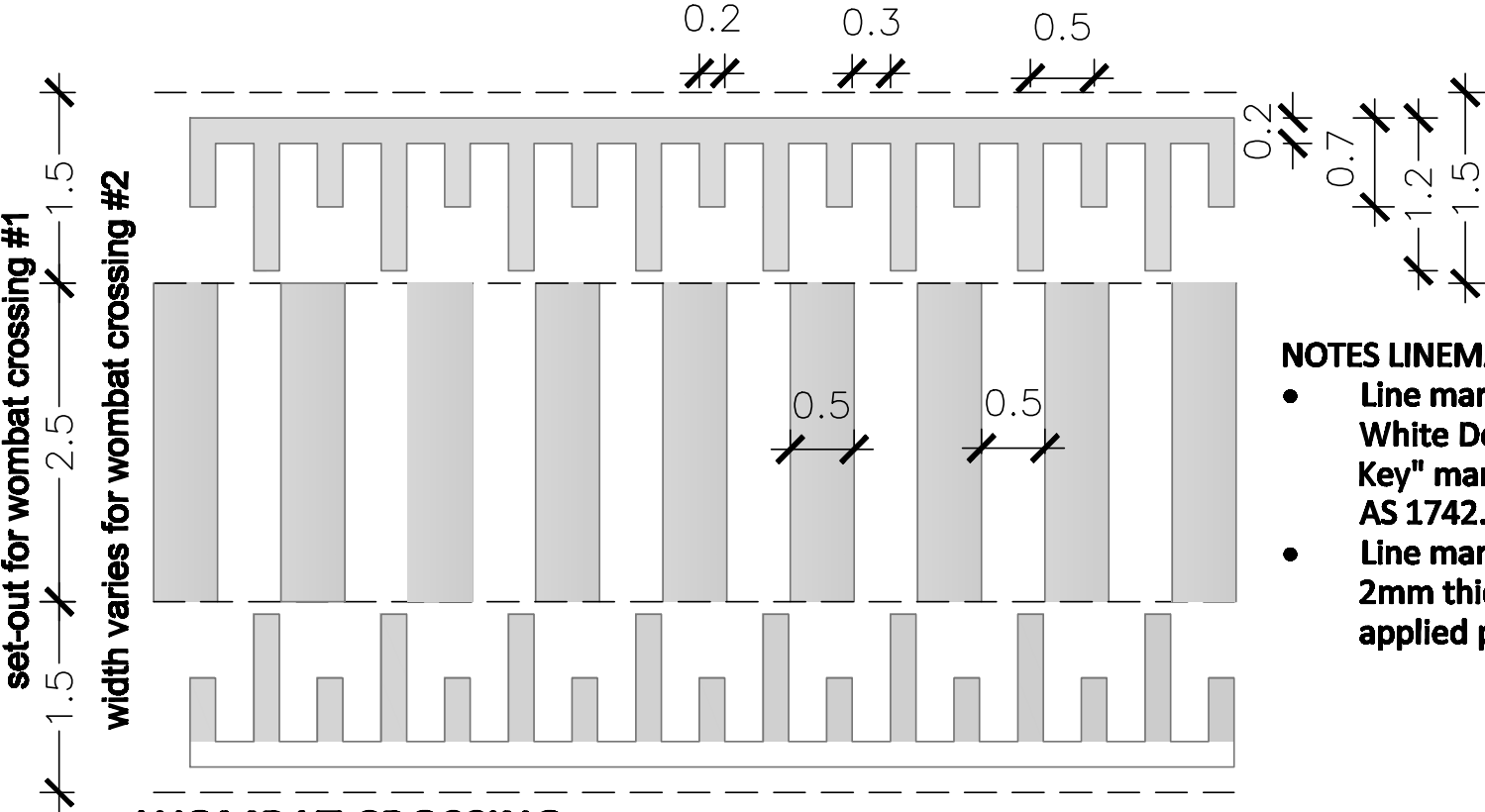


Typical Cross-section

WOMBAT CROSSING
(2.5mW) - Typical Detail (nts)

- NOTES:**
- 250mm thick 32MPa conc @ 28 days.
 - SL81 mesh - 50mm cover placed top and bottom
 - crack seal all round
 - 75mm min finished height above roadway at apex

This sheet includes typical details for Wombat Crossings #1 + #2. Details include concrete construction, linemarking and signage.



WOMBAT CROSSING - LINE MARKING - Typical Detail (nts)

- NOTES LINEMARKING:**
- Line marking to be White Degadur "Piano Key" markings as per AS 1742.13.
 - Line marking to be 2mm thickness thermo applied plastic.

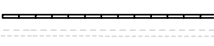


Crossing # 1 + #2		
Sign	Code	Qty
	R3-1 (600x600) Double Sided	8
	W5-10A (600x600)	8
	W8-2A (600x400) Double Sided	8
	S1	4



Contractor to confirm location of all services prior to works.

sht 32
DETAILS SHEET 3

ISSUE: TENDER 25082021

ISSUE		AMENDMENT	DATE			EXISTING STORMWATER PIPE EXISTING KERB & CHANNEL EXISTING TOP OF BATTER EXISTING INVERT OPEN DRAIN EXISTING U/G ELECTRICITY MAIN EXISTING U/G GAS MAIN EXISTING U/G SEWER MAIN EXISTING U/G WATER MAIN EXISTING U/G TELSTRA MAIN EXISTING U/G TELSTRA MANHOLE	EXISTING STORMWATER PIT EXISTING SIGN EXISTING SURVEY STATION EXISTING SURVEY P.S.M. EXISTING ELECTRICITY POLE EXISTING GAS VALVE EXISTING SEWER PIT EXISTING WATER VALVE EXISTING TELSTRA PIT EXISTING TELSTRA MANHOLE	SCALE: SCALE AS SHOWN AT A3 SHEET HORIZ. DO NOT SCALE THIS DRAWING	CITY OF BALLARAT Lt Bridge Street Carpark Entry and Plaza LT BRIDGE ST - BAKERY HILL, BALLARAT						
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									DRAWN DT DATE: 08 / 21						DESIGNED DATE: /



Urban Bench SF 04

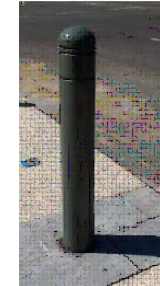
Style/Product Name	Botton + Gardiner Urban Bench Post Mounted with DuraSlat™: BS45P.16.DS.PL
Materials, Colours and Finish	<ul style="list-style-type: none"> • DuraSlat™ or 1600 x 140 x 25mm grey colour (or COB similar approved). • Cast Aluminium Frame (Polished) • Posts - Mild steel (Powder coat colour 'Woodland Grey')
Placement and Installation	<ul style="list-style-type: none"> • Bolt down as per 4.1 • Footing design and fixing to be in accordance with engineer's recommendations.
Maintenance	<ul style="list-style-type: none"> • Cleaning Frequency 4 - Infrequent: Annually • Painting Frequency 4 - Infrequent: 5 year+ intervals • Graffiti removal by light sanding in combination with a non-toxic product such as Graffiti Easywipes as required.
Recommended Use	Recommended for use in all general streetscape areas where the option to face both directions is desirable and at Bus Stops.
Current Suppliers	Botton + Gardiner urban furniture Ph: 02 9667 8100 www.bottonandgardiner.com.au
Comments and Issues	<ol style="list-style-type: none"> 1. The bench seat can be used across heritage and non-heritage areas as it is not visually dominant. 2. Investigate use of local Duraslat alternative (eg. Modwood) for future orders.

Rubbish Bin Receptacle SF 1010



Style/Product Name	<ul style="list-style-type: none"> Ballarat Rubbish and Recycle Bin Receptacle
Materials, Colours and Finish	<ul style="list-style-type: none"> Galvanised 2mm thick mild steel components with 40mm punch perforated steel panels. 1.5mm thick 304 grade stainless steel pyramid lids. Lockable door entry with 'Allen' style universal key lock operation Powder coated finish to body ('Woodland Grey') Stainless steel lids are to be 304 grade stainless steel electropolished finish. Laser cut Logo to all sides and punched "Diamond" in steel panels..
Placement and Installation	<ul style="list-style-type: none"> Bolt down as per 4.1 Adjust feet to level enclosure. Lid and door opening to generally face towards buildings.
Maintenance	<ul style="list-style-type: none"> Cleaning Frequency 2 - Regular: 1-3 month intervals Painting Frequency 4 - Infrequent: 5 year+ intervals Graffiti Removal - As Required
Recommended Use	Streetscapes outside heritage overlay areas
Current Suppliers	<ul style="list-style-type: none"> Asema International Pty Ltd, (03) 5337 5700 www.asema.com.au Furphy Foundry (03) 5831 2777 www.furphyfoundry.com.au
Comments and Issues	<ol style="list-style-type: none"> City of Ballarat logo to be changed for future production.

Bollard

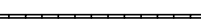


Bollard Note:

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- In-ground fixing – concrete.
- Bollard to comply with City of Ballarat UDM standard.
- Spacing: Bollards equi sapced at 1600mm centres (TBC)
- Offset: offset 600mm to BOK
- 600mmD x 300mmDia. N20 concrete footing.

sht 33
DETAILS
SHEET 4

ISSUE: TENDER 25082021

ISSUE	AMENDMENT	DATE		EXISTING STORMWATER PIPE	EXISTING STORMWATER PIT
VER3				EXISTING KERB & CHANNEL	EXISTING SIGN
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SCALE: SCALE AS SHOWN AT A3 SHEET


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CITY OF BALLARAT

Lt Bridge Street Carpark Entry and Plaza

LT BRIDGE ST - BAKERY HILL, BALLARAT



SURVEY	DATE: /	CHECKED
DRAWN BY	DATE: 08 / 21	
DESIGNED	DATE: /	

TEAM LEADER DESIGN & SURVEY	
MANAGER INFRASTRUCTURE	

DRAWING NUMBER

2021-56-32

SHEET 32 Of 36 SHEETS

BAKERY HILL CARPARK TREE PLANTING PLAN

TREE SCHEDULE FOR CARPARK WORKS

WORKS FOR TREE PLANTING INCLUDE:

- Tree Removal
- Protection of existing trees
- Preparation of Tree Pits (refer Details)
- Installation of edging where required (refer Details)
- Installation of Bollards where required (refer Details)
- Supply and planting of trees including staking and watering in accordance with plant schedules
- Gravel mulch as per details.

TREE PROTECTION NOTES - CIVIL WORKS

The following notes are recommended for the protection of trees identified for retention. These notes are relevant for the duration of the construction phase.

- Excavation: No excavation, machinery access or storage of materials in the Tree Protection Area (Tree Canopy extent as a minimum). Note care required when removing asphalt and kerb in vicinity of existing trees and excavation for new works.
- All works to be approved by Council Arborist prior to commencement of construction.
- Where Tree Roots are encountered confirm requirements with Council Arborist. Where peripheral roots are to be removed they shall be clean cut with hand saw and kept moist. All roots over 40mm dia. and any roots within the Tree Protection Areas shall not be cut without the approval of Council's Arborist.
- Pruning: Pruning if required to be undertaken by a suitably qualified Arborist and conform to ASA 4373 - 2007 Pruning of Amenity Trees.

Site	Qty	Tree Code	Botanical Name	Common Name	Pot Size
T1	1	Ep	<i>Eucalyptus polyanthemos</i>	Red Box	45L
T1	1	Cm	<i>Corymbia maculata</i>	Spotted Gum	45L
T2	1	Ep	<i>Eucalyptus polyanthemos</i>	Red Box	45L
T2	1	Cm	<i>Corymbia maculata</i>	Spotted Gum	45L
T3	1	Ep	<i>Eucalyptus polyanthemos</i>	Red Box	45L
T3	1	Cm	<i>Corymbia maculata</i>	Spotted Gum	45L
T4	1	Ep	<i>Eucalyptus polyanthemos</i>	Red Box	45L
T4	1	Cm	<i>Corymbia maculata</i>	Spotted Gum	45L
T5	1	Ep	<i>Eucalyptus polyanthemos</i>	Red Box	45L
T5	1	Bi	<i>Banksia integrifolia</i>	Coastal Banksia	45L
T6	3	Pa	<i>Platanus x acerifolia</i>	Plane Tree	45L
T7	1	Ep	<i>Eucalyptus polyanthemos</i>	Red Box	45L
T7	1	Cm	<i>Corymbia maculata</i>	Spotted Gum	45L
T8	1	Ep	<i>Eucalyptus polyanthemos</i>	Red Box	45L
T8	1	Bi	<i>Banksia integrifolia</i>	Coastal Banksia	45L
T9	1	Ep	<i>Eucalyptus polyanthemos</i>	Red Box	45L
T9	1	Cm	<i>Corymbia maculata</i>	Spotted Gum	45L
T10	1	Ep	<i>Eucalyptus polyanthemos</i>	Red Box	45L
T10	1		<i>Corymbia maculata</i>	Spotted Gum	45L
T11	1	Ep	<i>Eucalyptus polyanthemos</i>	Red Box	45L
T11	1		<i>Corymbia maculata</i>	Spotted Gum	45L
Walkway Tree Groups	12	Bi/Ac/Cv	<i>Banksia integrifolia/Angophora costata/Callistemon viminalis</i>	Coastal Banksia/Smooth -Bark Apple/Bottlebrush	45L
Cental Car Parks	8	Af	<i>Acer x freemanii 'Jeffersred'</i>	Autumn Blaze Maple	45L
TOTAL TREES	43				



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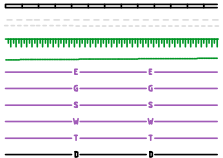
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sht 34
TREE SCHEDULE
ISSUE: TENDER 25082021

ISSUE
VER3

AMENDMENT

DATE



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- EXISTING KERB & CHANNEL
- EXISTING TOP OF BATTER
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- EXISTING U/G ELECTRICITY MAIN
- EXISTING U/G GAS MAIN
- EXISTING U/G SEWER MAIN
- EXISTING U/G WATER MAIN
- EXISTING U/G TELSTRA MAIN

- EXISTING STORMWATER PIT
- EXISTING SIGN
- EXISTING SURVEY STATION
- EXISTING SURVEY P.S.M.
- EXISTING ELECTRICITY POLE
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CITY OF BALLARAT

BAKERY HILL CARPARK TREE PLANTING PLAN

LT BRIDGE ST - BAKERY HILL, BALLARAT

SURVEY

DATE: / /

DRAWN

DT

DATE: 08 / 21

DESIGNED

DATE: / /

CHECKED

APPROVED

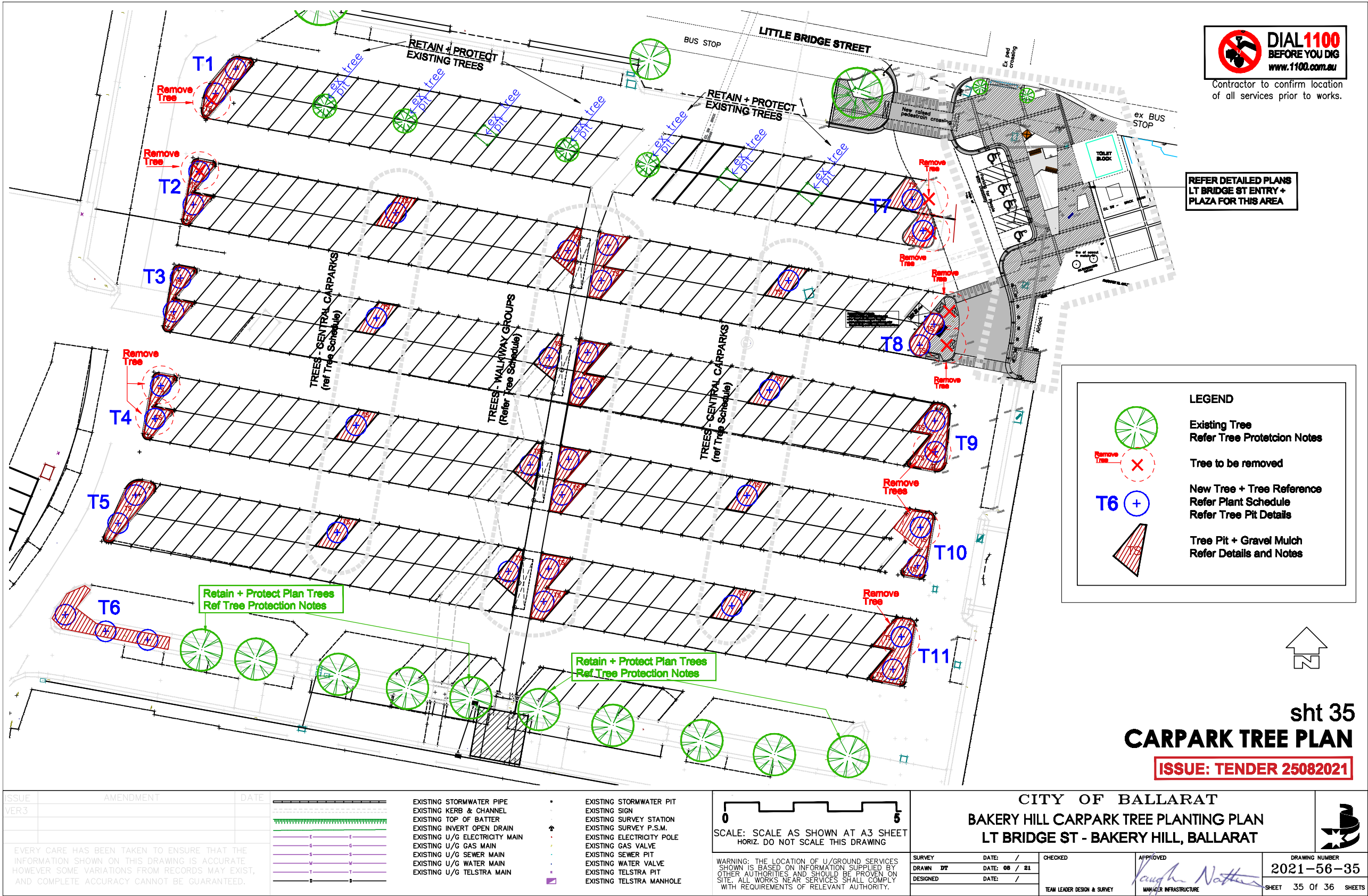
TEAM LEADER DESIGN & SURVEY

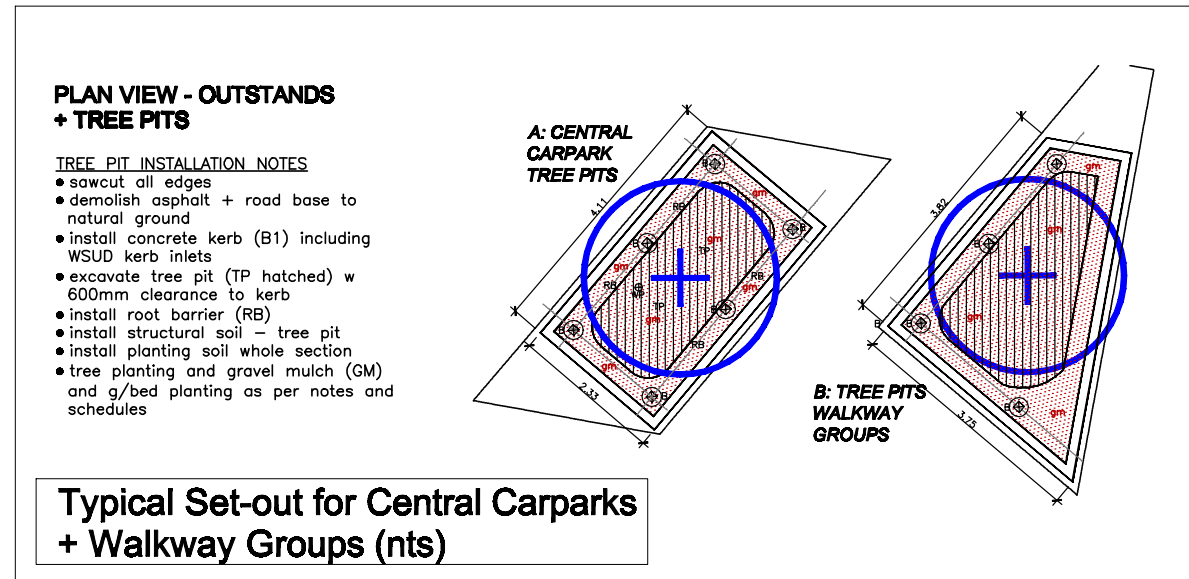
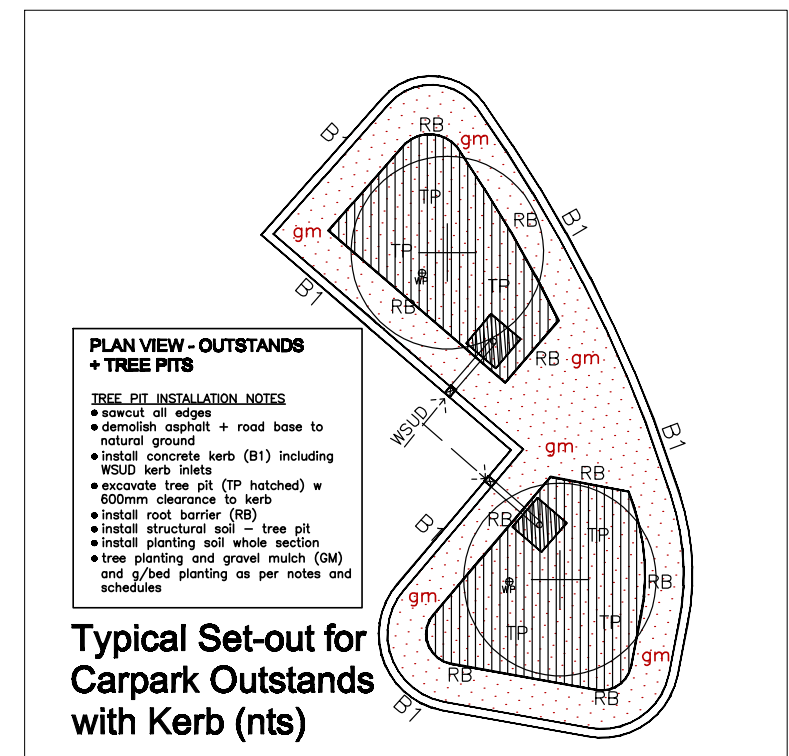
MANAGER INFRASTRUCTURE

DRAWING NUMBER

2021-56-34

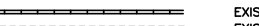


SHEET 34 Of 36 SHEETS





sht 36
**CARPARK
TREE DETAILS**

ISSUE: TENDER 25082021

ISSUE		AMENDMENT		DATE				EXISTING STORMWATER PIPE EXISTING KERB & CHANNEL EXISTING TOP OF BATTER EXISTING INVERT OPEN DRAIN EXISTING U/G ELECTRICITY MAIN EXISTING U/G GAS MAIN EXISTING U/G SEWER MAIN EXISTING U/G WATER MAIN EXISTING U/G TELSTRA MAIN		• EXISTING STORMWATER PIPE - EXISTING SIGN - EXISTING SURVEY STATION - EXISTING SURVEY P.S.M. ↑ EXISTING ELECTRICITY POLE - EXISTING GAS VALVE - EXISTING SEWER PIT - EXISTING WATER VALVE - EXISTING TELSTRA PIT ■ EXISTING TELSTRA MANHOLE		SCALE: SCALE AS SHOWN AT A3 SHEET HORIZ. DO NOT SCALE THIS DRAWING		CITY OF BALLARAT BAKERY HILL CARPARK TREE PLANTING PLAN LT BRIDGE ST - BAKERY HILL, BALLARAT												
EVERY CARE HAS BEEN TAKEN TO ENSURE THAT THE INFORMATION SHOWN ON THIS DRAWING IS ACCURATE HOWEVER SOME VARIATIONS FROM RECORDS MAY EXIST, AND COMPLETE ACCURACY CANNOT BE GUARANTEED.								WARNING: THE LOCATION OF U/GROUND SERVICES SHOWN IS BASED ON INFORMATION SUPPLIED BY OTHER AUTHORITIES AND SHOULD BE PROVEN ON SITE. ALL WORKS NEAR SERVICES SHALL COMPLY WITH REQUIREMENTS OF RELEVANT AUTHORITY.		<table><tr><td>SURVEY</td><td>DATE:</td><td>/</td></tr><tr><td>DRAWN BY</td><td>DATE:</td><td>08 / 21</td></tr><tr><td>DESIGNED</td><td>DATE:</td><td>/</td></tr></table>		SURVEY	DATE:	/	DRAWN BY	DATE:	08 / 21	DESIGNED	DATE:	/	CHECKED		APPROVED  MANAGER INFRASTRUCTURE		DRAWING NUMBER 2021-56-36	
SURVEY	DATE:	/																								
DRAWN BY	DATE:	08 / 21																								
DESIGNED	DATE:	/																								
										TEAM LEADER DESIGN & SURVEY				SHEET 36 Of 36 SHEET												

8.8. TENDER 2021/22-267 BUNINYONG STREETSCAPE WORKS

Division: Infrastructure and Environment
Director: Bridget Wetherall
Author/Position: Robin Hand – Contracts Administrator

PURPOSE

1. To award Contract Number 2021/22-267 for the provision of Buninyong Streetscape Project - Warrenheip St and Learmonth St with Enoch Civil Pty Ltd for the total tendered price of \$1,079,867.00 (ex GST).
2. This project incorporates streetscape works In Warrenheip Street, Buninyong, between Eyre St and Forest St and in Learmonth Street, west of Warrenheip St.

BACKGROUND

3. The aim of the project is to upgrade the street scape for improved accessibility and opportunities for activation of the precinct for the local community and business along Warrenheip Street in Buninyong. The precinct is home to several local businesses and traders and plays an important role in the centre of the Buninyong Township that hosts large national events.
4. The works will improve the village environment and accessibility for local businesses and traders and provide an improved public space for community connection and the hosting of events.
5. The works will improve the village environment and accessibility for local businesses and traders and provide an improved public space for community connection and the hosting of events.
6. The project involves several components of work which were identified during the design stage including the following:
 - Car Park modifications including demolition and disposal;
 - Earthworks;
 - pavement works;
 - kerb and channel construction;
 - drainage construction;
 - Bus Bay construction;
 - Line marking and signage;
 - Landscaping works including demolition and disposal of existing items;
 - new concrete surfaces;
 - stonewalls;
 - screens;
 - irrigation;
 - trellises;
 - planted areas and other landscaping.

KEY MATTERS

7. One (1) Tender response was received and evaluated in full.

OFFICER RECOMMENDATION

8. That Council:

- 8.1 Enter into Contract Number 2021/22-267 for the provision of Buninyong Streetscape Project - Warrenheip St and Learmonth St with Enoch Civil Pty Ltd for the total tendered price of \$1,079,867.00 (ex GST).
- 8.2 Delegate to the Chief Executive Officer the authority to execute the associated contract on behalf of Council.

ATTACHMENTS

1. Governance Review [8.8.1 - 2 pages]
2. 2123 - Buninyong Streetscape (Axiom + City of Ballarat) - DOC Tender issue 02092021 - DT Mod [8.8.2 - 11 pages]

OFFICIAL

ALIGNMENT WITH COUNCIL VISION, COUNCIL PLAN, STRATEGIES AND POLICIES

1. This report supports the Council Plan goals of liveability and sustainability by upgrading Council's Infrastructure and Assets throughout the municipal road network to provide safer passage for all affected users.

COMMUNITY IMPACT

2. The City of Ballarat has a charter to serve its local community. This project is providing the wider community with much needed upgrades to Council assets which will enable the users to have greater ease of pedestrian access to the surrounding businesses.
3. The aim of the project is to upgrade the street scape for improved accessibility and opportunities for activation of the precinct for the local community and business along Warrenheip Street in Buninyong. The precinct is home to several local businesses and traders and plays an important role in the centre of the Buninyong Township that hosts large national events.

CLIMATE EMERGENCY AND ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

4. There will not be any significant environmental implications resulting from this project. Environmental controls will be in place for the duration of the project. The recommended tenderer has the appropriate Environmental Management System to be able to cater for any environmental issues that may result during the construction of the project.

ECONOMIC SUSTAINABILITY IMPLICATIONS

5. The construction of this project will see Enoch Civil Pty Ltd responsible for maintaining eight (8) full-time local jobs over the period of the project along with ancillary employment from material suppliers and professional services.
6. Approximately 98.98% (\$1,068,867.00) of the total project value will utilise labour, materials, plant, and equipment sourced from within the defined group of local municipalities.

FINANCIAL IMPLICATIONS

7. The tender price is \$1,079,867.00 (ex GST) which includes a provisional sum of \$223,445.00 approx. built into the contract for contingencies.
8. There is \$414,200.00 allocated in the 2021/22 Capital Works Program for the construction of this project.
9. Other available funds include \$200,000.00 of reallocated funds from the 2021/22 Capital Works Program that was originally allocated to the Coles car park rehabilitation project which has since been approved for LRCI funding.
10. The Buninyong branch of the Bendigo Bank are providing an additional \$100,000 for improvements in pedestrian accessibility for this project.

OFFICIAL

OFFICIAL

11. Regional Infrastructure Fund (RIF) are providing an additional \$300,000 for the construction of this project.
12. Public Transport Victoria (PTV) are providing an additional \$27,960.50 towards the upgrade of the existing Bus Stop incorporated into this project.
13. The remaining \$37,706.50 will come from anticipated savings from other projects in the 2021/22 Capital Works Program. A summary of the financial implications is shown in the following table.

Funding stream	Allocation
1815-0350-834550.MRC48.00000.0000 Warrenheip Street	\$414,200
1815.0350.834550.MRC63.00000.0000 Coles Car Park	\$200,000
Bendigo Bank	\$100,000
Regional Infrastructure Fund (RIF)	\$300,000
Public Transport Victoria (PTV)	\$27,960.50
Anticipated Savings	\$37,706.50
TOTAL	\$1,079,867.00

LEGAL AND RISK CONSIDERATIONS

14. This project has been designed and will be constructed in accordance with all relevant design standards. The contract provides for management of traffic, pedestrians, property, and environment during the delivery of the works, with stringent Occupational Health and Safety requirements. The recommended contractor in this instance has appropriate OHS systems operable to meet the requirements of this project.

HUMAN RIGHTS CONSIDERATIONS

15. It is considered that the report does not impact on any human rights identified in the *Charter of Human Rights and Responsibilities Act 2006*.

COMMUNITY CONSULTATION AND ENGAGEMENT

16. Consultation with users affected by this project has been undertaken by Council's Infrastructure & Environment Unit.
17. The Chief Executive Officer and the Communications and Marketing Unit of Council will participate in the media and communications associated with the delivery of works under this contract.

GENDER EQUALITY ACT 2020

18. There are no gender equality implications identified for the subject of this report.

CONFLICTS OF INTEREST THAT HAVE ARISEN IN PREPARATION OF THE REPORT

19. Council officers affirm that no general or material conflicts need to be declared in relation to the matter of this report.

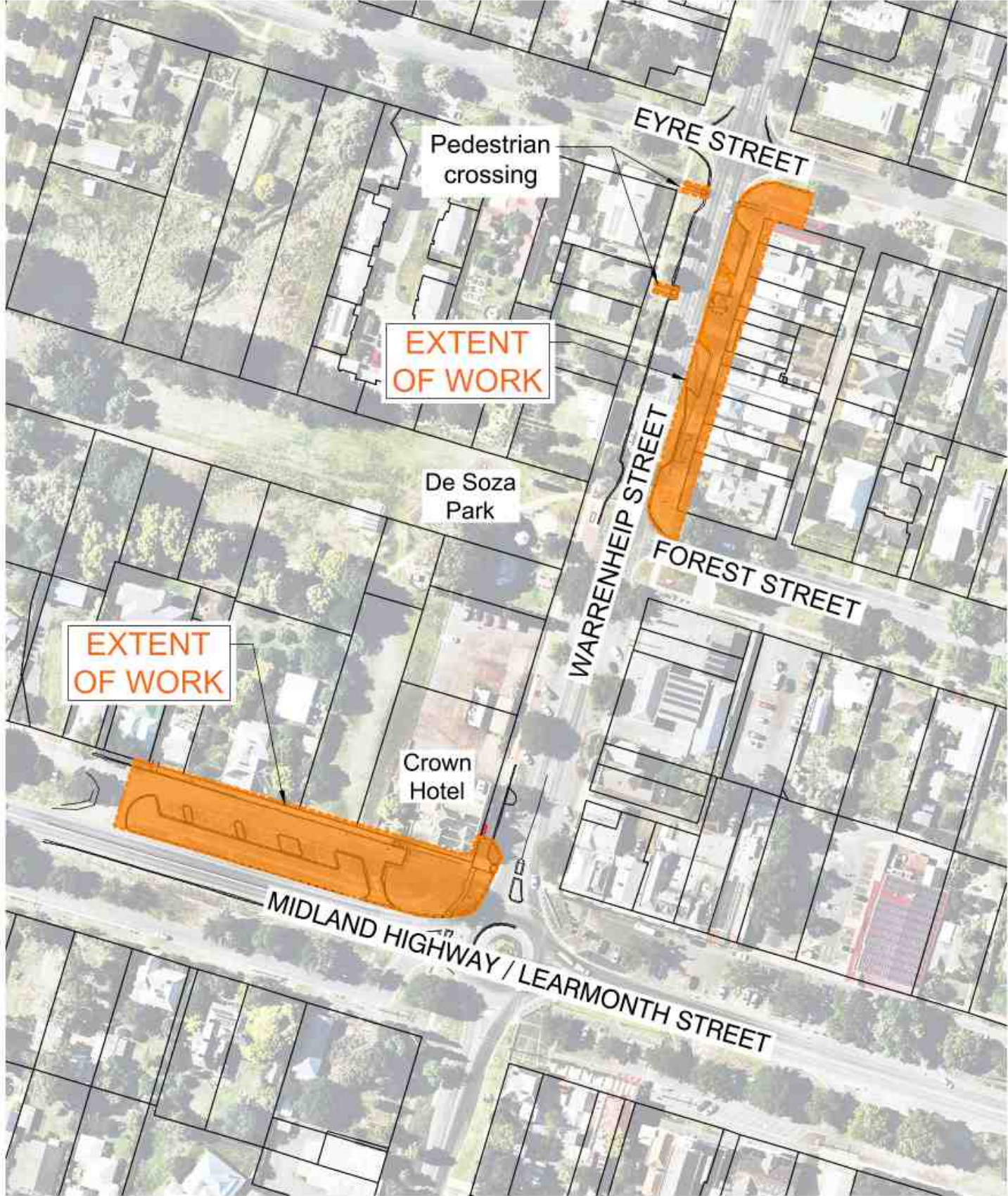
 OFFICIAL

DRAWING INDEX

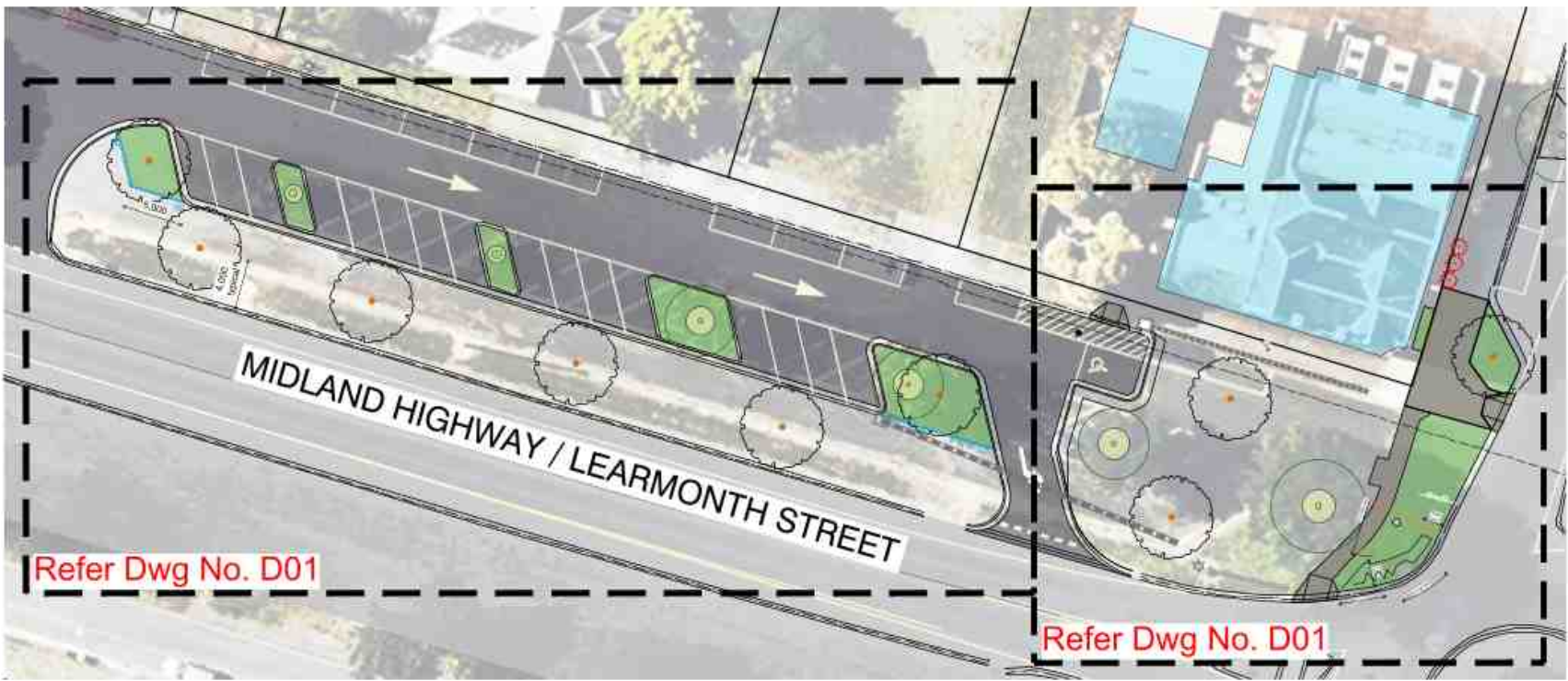
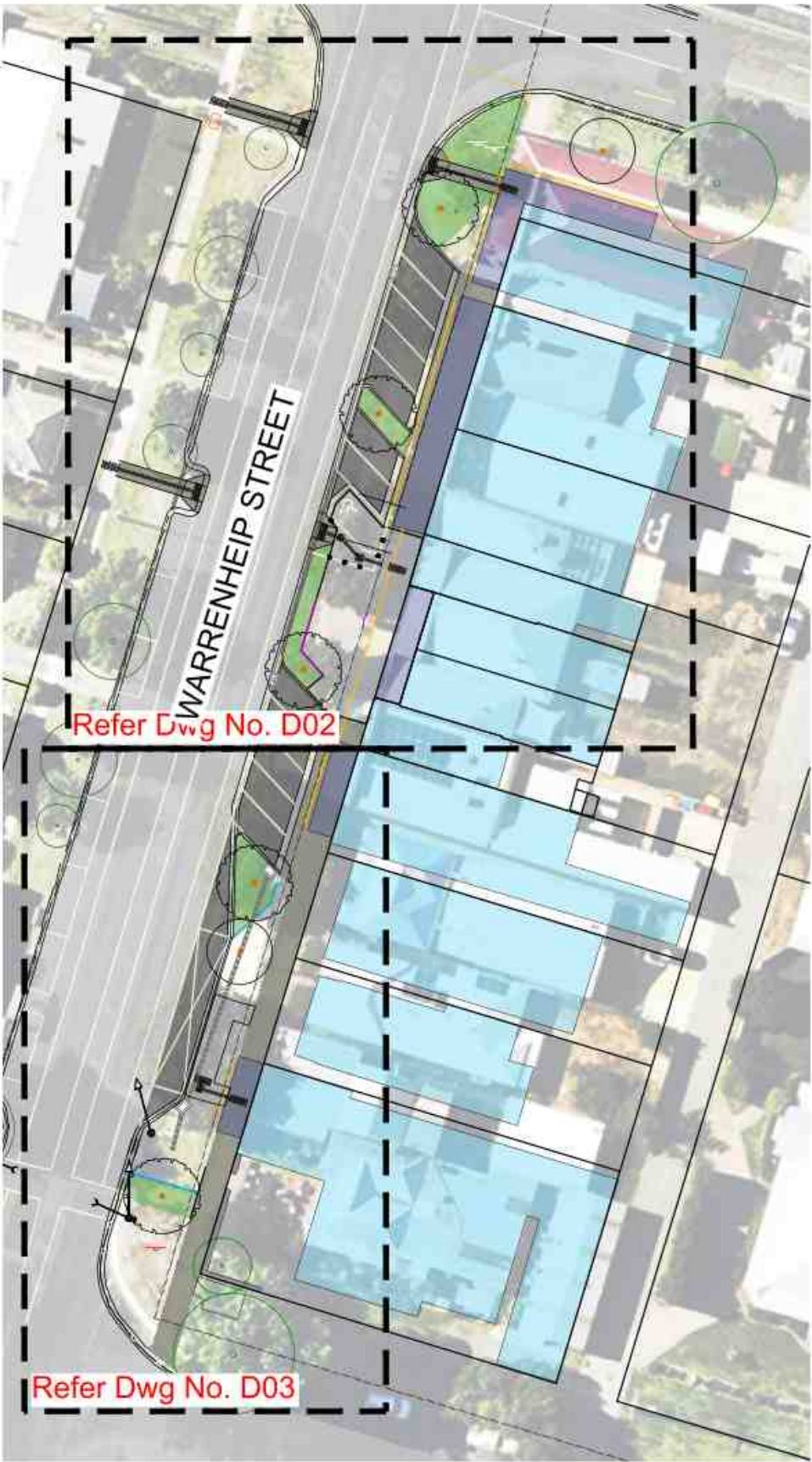
Drawing No. Drawing Title

LANDSCAPE

D00	Drawing Index & Tree Protection Zone
D01	Streetscape Plan - Learmonth Street
D02	Streetscape Plan - Warrenheip Street #1
D03	Streetscape Plan - Warrenheip Street #2
D04	Planting, Furniture & Material Schedules & Bollard Details
D05	Planting & Garden Bed Preparation Detail
D06	Landscape Details
D07	Trellis & Cafe Screen Detail
D08	Landscape Specification 1
D09	Landscape Specification 2
D10	Landscape Specification 3



LOCATION PLAN
Scale 1:1500



SITE PLAN
Scale 1:500

TREE PROTECTION ZONE NOTES:

All trees unless nominated for removal on site are to be retained & protected from works - refer to plans for locations. Trees in Learmonth Street have had their Tree Protection Zone (TPZ) calculated by an arborist, including two (2) trees on the National Tree register. Trees to be retained in Warrenheip Street have not been assessed and do not have TPZ shown on the plans. These trees should be protected to the canopy dripline this space is to be treated as a TPZ.

The TPZ is delineated on site by a physical barrier of protective fencing that is a minimum of 1.8m high. The fencing is to be installed around retained trees prior to site establishment and retained intact until completion of the works. The TPZ fencing should be located by a qualified arborist & erected before any machinery or materials are brought onto the site and before the commencement of works including demolition. Once erected, protective fencing must not be removed or altered without approval by the project arborist. The TPZ fencing should be secured to restrict all access to the tree.

TPZ fencing is to consist of chainwire / mesh / galvanised steel post panels with shade cloth (if required), held in place with concrete feet as per the AS4970 Section 4.3 Protective Fencing. This fencing is to be maintained in good condition and as a physical barrier for the extent of the development period.

Signs identifying the TPZ should be placed on the TPZ / fence and be visible from within the development site and be maintained on the fencing for the extent of the development period.

A typical example of a TPZ sign is shown below.



Example of tree protection signage

Activities restricted within the TPZ or the drip line of trees to be retained include but are not limited to:

- vehicular or pedestrian access
- machine excavation including trenching
- excavation for silt fencing
- cultivation and landscaping
- trenching or soil excavation
- storage or dumping of materials
- storage / preparation / dumping of chemicals, including preparation of cement products
- parking of vehicles and plant
- refuelling
- dumping of waste
- wash down and cleaning of equipment
- placement of fill
- lighting of fires
- soil level changes
- temporary or permanent installation of utilities and signs
- construction of entry or exit pits for underground services

Any other actions or activities that may cause physical damage to the tree. All contractors working on this project to be made aware of the importance of including the root zone, canopy & trunk.

TPZ Maintenance

The fenced TPZ / dripline area should be mulched to retain soil moisture throughout the period of the contract. The mulch must be maintained to a depth of 50-100mm. Where the existing landscape within the TPZ is to remain unaltered (e.g. garden beds or turf) mulch may not be required. Soil moisture levels should be regularly monitored by the Project Arborist. Temporary irrigation or watering may be required within the TPZ. An above-ground irrigation system should be installed and maintained by a competent individual. All weeds should be removed by hand without major soil disturbance or should be controlled with use of appropriate herbicide.

Working within the TPZ

Some works and activities within the TPZ may be permitted by the determining authority. These must be directly supervised on site by the Project Arborist. Any additional encroachment that becomes necessary as the site works progress must be reviewed by the Project Arborist and be acceptable to the determining authority before being carried out.

Excavation for planting holes, fence posts, garden edging, etc. should be undertaken manually within the TPZ of trees to be retained. If significant roots (greater than 30mm diameter) are encountered these are to be retained unscathed and the project arborist contacted for advice before proceeding with future work with the TPZ. Any small roots are to be cleanly pruned by the Project Arborist, at right angles, using sharp, clean tools appropriate for the application.

Ground Protection

If temporary access for machinery is required within the TPZ, ground protection measures will be required. The purpose of ground protection is to prevent root damage and soil compaction within the TPZ. Examples of ground protection include track mats and rumble boards strapped over mulch or crushed rock. Depending on weather conditions, geotextile fabric may be required to prevent mulch and crushed rock mixing into the site soils. Contact the project arborist to advise.

Trunk and Branch Protection

Where trees cannot be isolated from vehicles or machinery by TPZ fencing, trunk and branch protection may be required to prevent mechanical damage. Protection may consist of installation of padding surrounding the trunk or branch, held in place with batons strapped together, or similar. Boards are to be strapped to trees, not nailed or screwed. Crown protection may also include pruning, tying-back of branches or other measures. If pruning is required, it must be undertaken by a qualified arborist and as per the specifications of AS 4373-2007 Pruning of Amenity Trees and should be undertaken before the establishment of the TPZ.

NOTE:

These plans are to be read in conjunction with Axiom Consulting Engineers drawings. Any discrepancy between these plans & other consultant's specification should be discussed with the project manager.

1. Unless otherwise specified on the drawings all measurements, lengths, heights and distances to be determined from dimensions and NOT scaled off the drawings.
2. Before commencement of any works it is the responsibility of the Landscape Contractor to contact Dial Before You Dig 1100 (www.1100.com.au) for information on services in the area shown on the plan (www.dialbeforeyoudig.com.au)
3. The locations of underground services are approximate only and their exact position should be proven on site. No guarantee is given that all existing services are shown. The Contractor shall verify and clearly mark the location and depth of all services by an underground services locator prior to commencing on site.
4. The Contractor must have a copy of DBYD information and plans on site at all times.
5. The Contractor shall be liable for any damage to services during the landscape works contract.
6. All planting shall be planted in locations shown on this plan. Any change in plant species and locations must have the approval of the Superintendent.
7. Trees shall not be planted less than the following distances from existing elements, unless otherwise stated in the documentation or approved by the City of Ballarat:
 - ~ Footpaths - 1.2m
 - ~ Driveways and crossovers - 3.0m
 - ~ Stormwater and sewerage pits - 2.0m
 - ~ Intersections - 10.0m
 - ~ Service crossings - 2.0m
 - ~ Kerb and channel - 2.0m
 - ~ Street lights - 4.0m
9. The Superintendent is to inspect plants supplied by the Contractor prior to planting.
10. The Principal will ensure that all property boundaries are pegged out by licensed surveyors prior to set out of works.

TENDER ISSUE 06092021

Prepared for:
Axiom Consulting Engineers on behalf
of the City of Ballarat

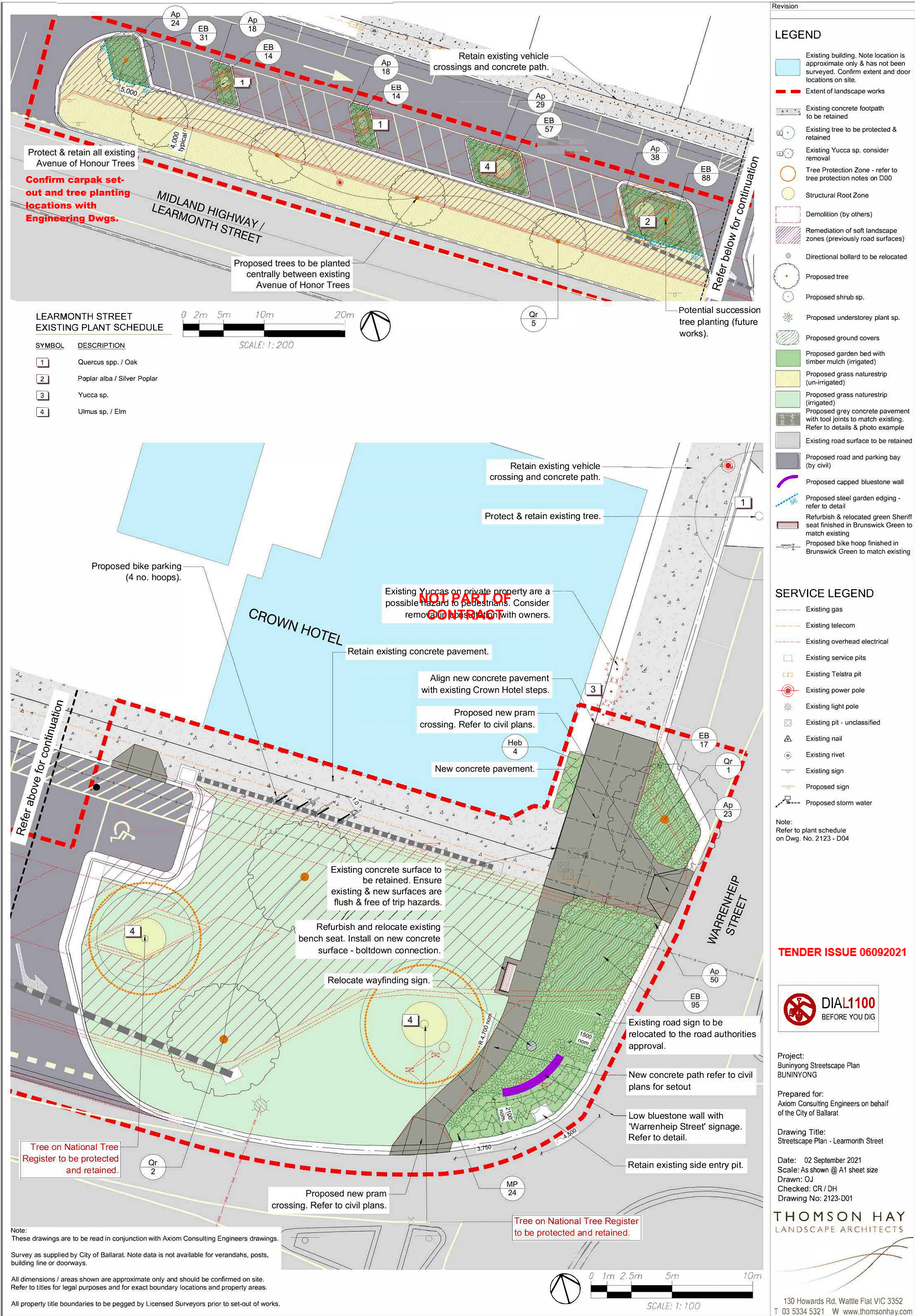
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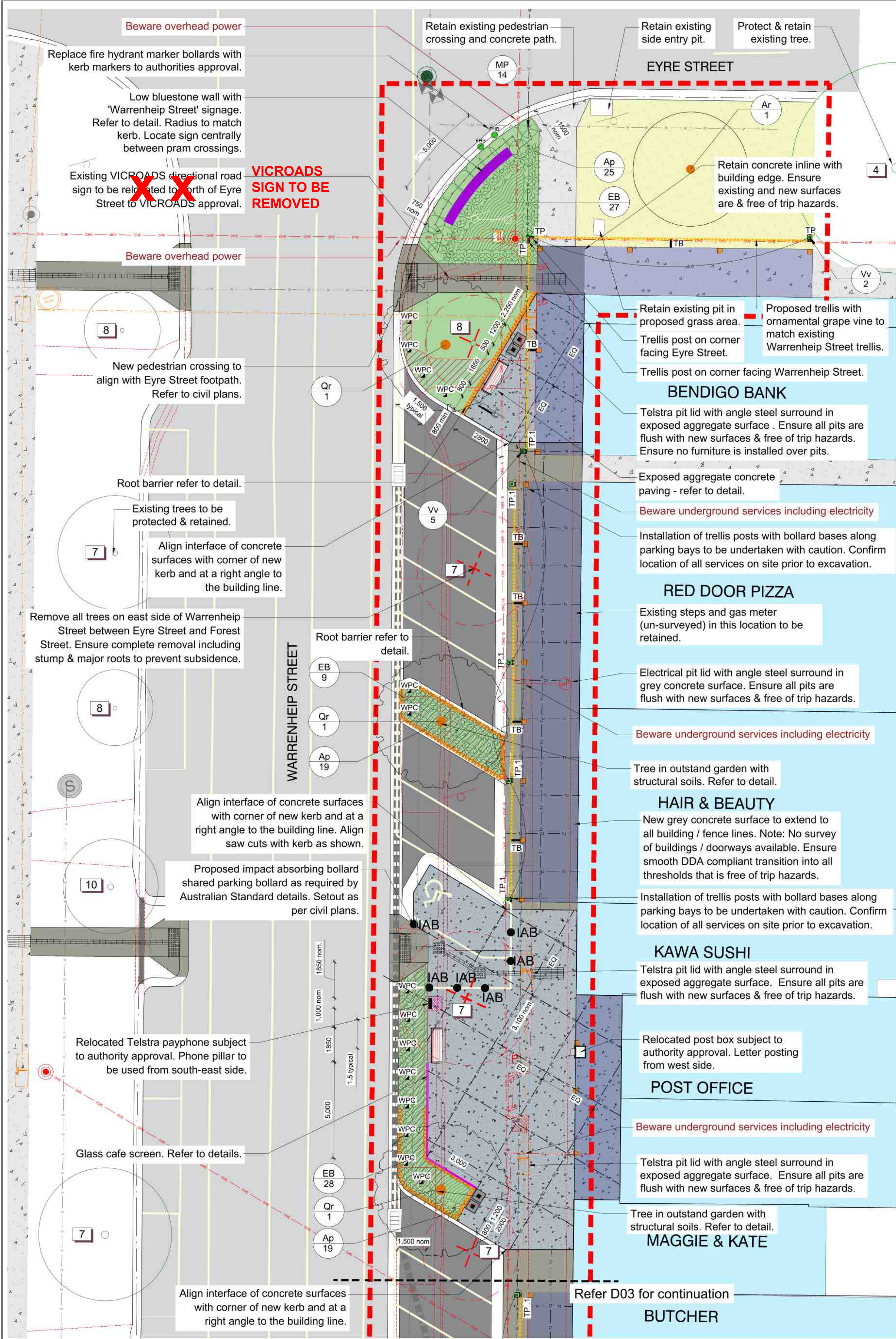
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Drawn: OJ
Checked: CR / DH
Drawing No: 2123- D00

BUNINYONG STREETSCAPE PLAN
Landscape Documentation
Learmonth Street & Warrenheip Street, BUNINYONG VIC 3357

THOMSON HAY
LANDSCAPE ARCHITECTS

130 Howards Rd, Wattle Flat VIC 3352
T 03 5334 5321 W www.thomsonhay.com





Revision

LEGEND

Existing building. Note location is approximate only & has not been surveyed. Confirm extent and door locations on site.

Existing verandah & post. Note location is approximate only & has not been surveyed. Confirm extent and post locations on site.

Extent of landscape works

Existing concrete footpath to be retained

Existing tree to be protected & retained - refer to tree protection notes on D00

Demolition (by others)

Remediation of soft landscape zones (previously road surfaces)

Tree to be removed

Existing pay phone relocated as shown

Existing post office box to be relocated as shown

Existing road surface to be retained

Proposed road and parking bay (by civil)

Proposed grey concrete pavement with tool joint to match existing. Refer to details & photo example

Proposed exposed aggregate concrete with saw cuts

Proposed trees

Proposed understorey plant

Proposed ground cover

Proposed grass naturestrip (un-irrigated)

Proposed garden bed with timber mulch (irrigated)

Proposed trellis post - location to be confirmed on site. Refer to details and schedules

Proposed trellis post with bollard base - location to be confirmed on site. Refer to details and schedules

Proposed trellis bracket - location to be confirmed on site. Refer to details and schedules

Proposed extent of trellis with ornamental grape vine to match existing

Proposed bluestone wall - refer to details

Refurbish & relocated Sheriff seat finished in Brunswick Green to match existing

Proposed bin finished in Brunswick Green to match existing

Proposed bike hoop finished in Brunswick Green to match existing

Existing pay phone relocated as shown

Existing post office box to be relocated as shown

Proposed impact absorbing bollard

Proposed wood plastic composite bollard (charcoal colour)

Proposed glass cafe screen

Proposed root barrier

SERVICE LEGEND

Existing sewer

Existing water

Existing gas

Existing telecom

Existing overhead electrical

Existing overhead electrical to be bundled by others

Existing underground electrical

Existing electrical pit

Existing hydrant

Existing fire hydrant marker bollard to be replaced with kerb marker

Existing service pits

Existing sewer pit

Existing Telstra pit

Existing power pole

Existing pit - unclassified

Existing valve

Existing rivet

Proposed storm water

Existing sign

Proposed sign

Project:

Buninyong Streetscape Plan

BUNINYONG

Prepared for:

Axiom Consulting Engineers on behalf of the City of Ballarat

Drawing Title:

Streetscape Plan - Warrenheip Street #1

Date:

02 September 2021

Scale:

1:100 @ A1 sheet size

Drawn:

OJ

Checked:

CR / DH

Drawing No:

2123-D02

THOMSON HAY

LANDSCAPE ARCHITECTS

130 Howards Rd, Wattle Flat VIC 3352

T 03 5334 5321 W www.thomsonhay.com

Note:
These drawings are to be read in conjunction with Axiom Consulting Engineers drawings.

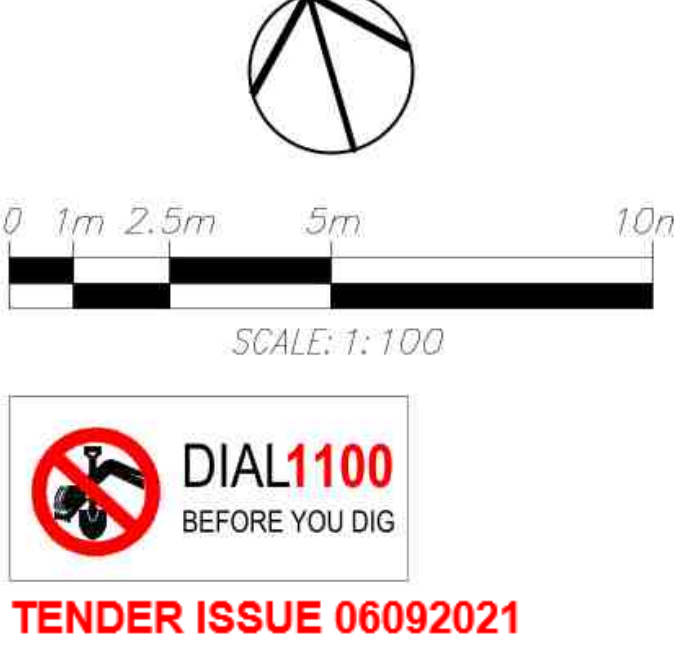
Survey as supplied by City of Ballarat. Note data is not available for verandahs, posts, building line or doorways.

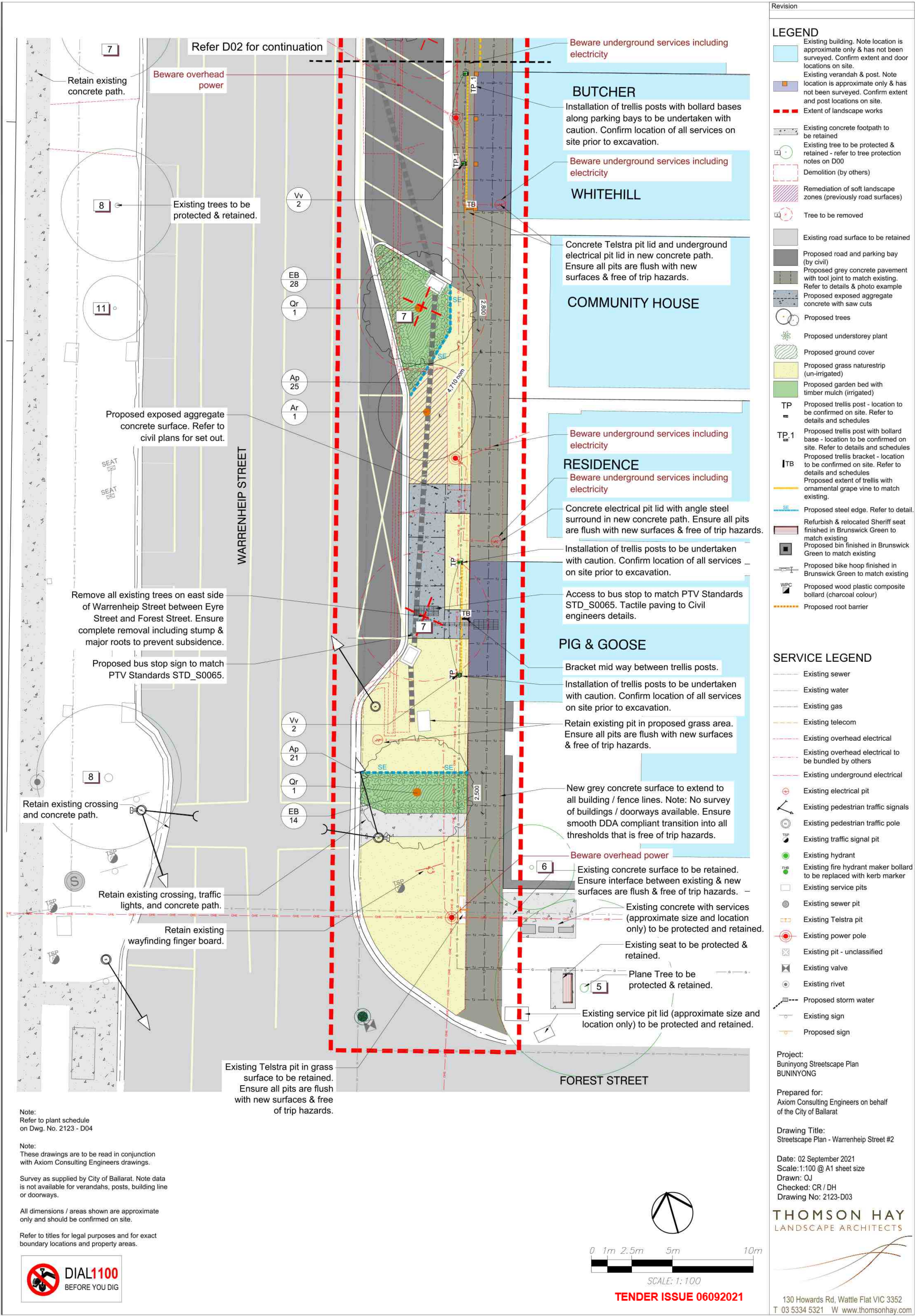
All dimensions / areas shown are approximate only and should be confirmed on site. Refer to titles for legal purposes and for exact boundary locations and property areas.

All property title boundaries to be pegged by Licensed Surveyors prior to set-out of works.

Note:
Refer to plant schedule on Dwg. No. 2123 - D04.

WARRENHEIP STREET EXISTING TREE SCHEDULE		
4	Ulmus sp. / Elm	
5	Platanus sp. / Plane	
6	Prunus sp. / Ornamental Plum	
7	Fraxinus sp. / Ash	
8	Alnus sp. / Alder	
10	Acer sp. / Maple	
11	Betula pendula / Silver Birch	






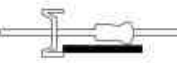










PLANT SCHEDULE LEARMONTH STREET

TREES	BOTANICAL NAME	COMMON NAME	MATURE SIZE	POT SIZE	DENSITY	QTY	
Qr	Quercus robur	English Oak	12 x 8m	45L, 1.5m high, 30mm cal.	As Shown	9	
SHRUBS	BOTANICAL NAME	COMMON NAME	MATURE SIZE	POT SIZE	DENSITY	SPACING	QTY
Heb	Hebe x 'Inspiration'	Hebe	1 x 1m	140mm container	1m cts.	1m	4
UNDERSTOREY PLANTING	BOTANICAL NAME	COMMON NAME	MATURE SIZE	POT SIZE	DENSITY	SPACING	QTY
Ap	Agapanthus praecox	African Lily	1.0 x 0.5m	140mm container	As Shown	0.8m	200
MP	Myoporum parvifolium 'PARV01' Yareena	Yareena	0.1 x 1m	140mm container		1m	25
SHRUB AREAS	BOTANICAL NAME	COMMON NAME	MATURE SIZE	POT SIZE	DENSITY	SPACING	QTY
EB	Euphorbia x 'Blue Haze'	Blue Spurge	0.45 x 0.6m	140mm container	0.6m cts.	600mm	316





PLANT SCHEDULE WARRENHEIP

TREES	BOTANICAL NAME	COMMON NAME	MATURE SIZE	POT SIZE	DENSITY		QTY
Ar	Acer rubrum 'Brandywine'	Brandywine Red Maple	9 x 6m	45L, 1.5m high, 30mm cal.	As Shown		2
Qr	Quercus robur	English Oak	12 x 8m	45L, 1.5m high, 30mm cal.	As Shown		5
UNDERSTOREY PLANTING	BOTANICAL NAME	COMMON NAME	MATURE SIZE	POT SIZE	DENSITY	SPACING	QTY
Ap	Agapanthus praecox	African Lily	1.0 x 0.5m	140mm container	As Shown	0.8m	109
MP	Myoporum parvifolium 'PARV01' Yareena	Yareena	0.1 x 1m	140mm container		1m	14
CLIMBING PLANTS	BOTANICAL NAME	COMMON NAME	MATURE SIZE	POT SIZE	DENSITY		QTY
Vv	Vitis vinifera	Ornamental Grape Vine	Climbing to 3.0m	140mm container	As Shown		21
SHRUB AREAS	BOTANICAL NAME	COMMON NAME	MATURE SIZE	POT SIZE	DENSITY	SPACING	QTY
EB	Euphorbia x 'Blue Haze'	Blue Spurge	0.45 x 0.6m	140mm container	0.6m cts.	600mm	106

FURNITURE SCHEDULE

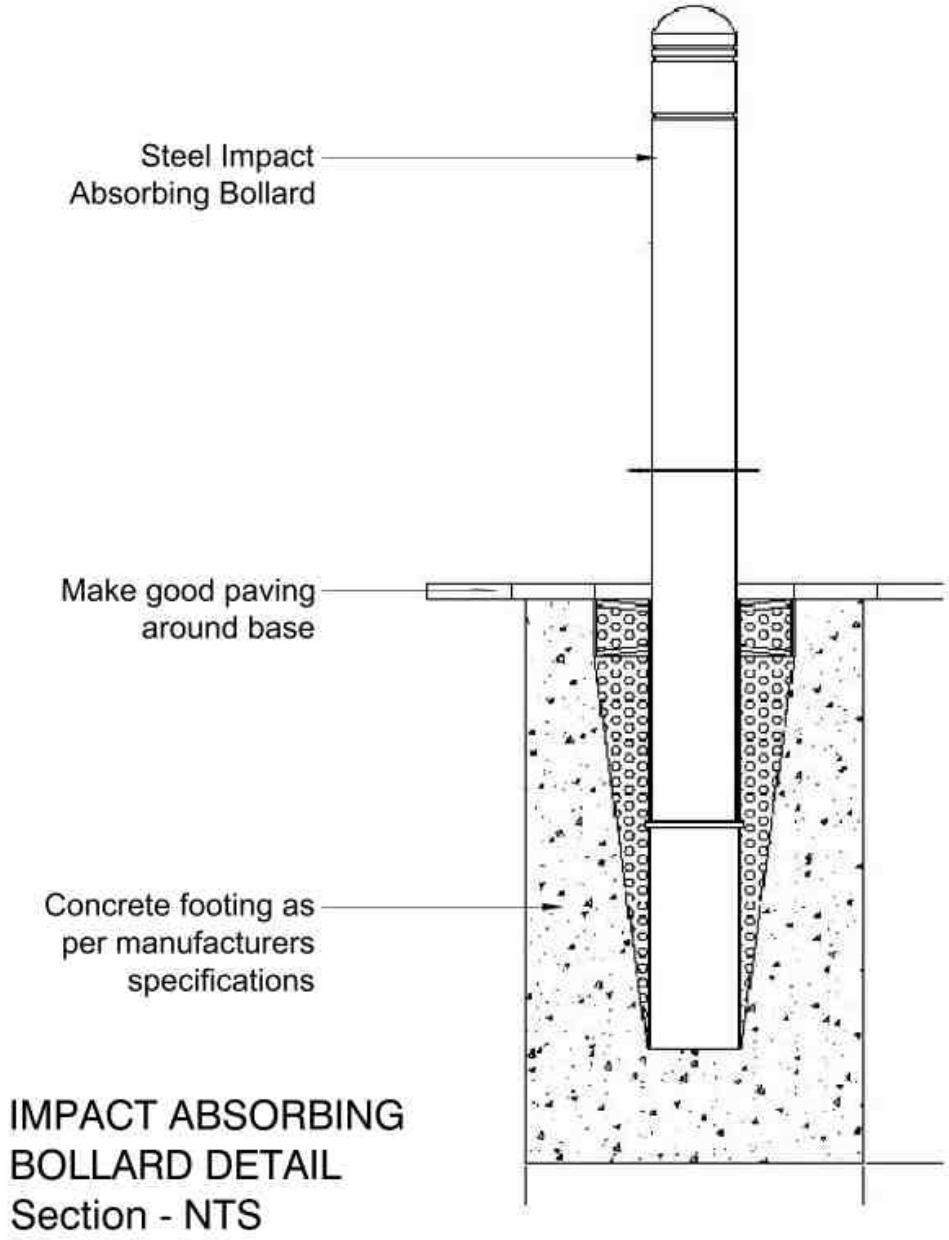
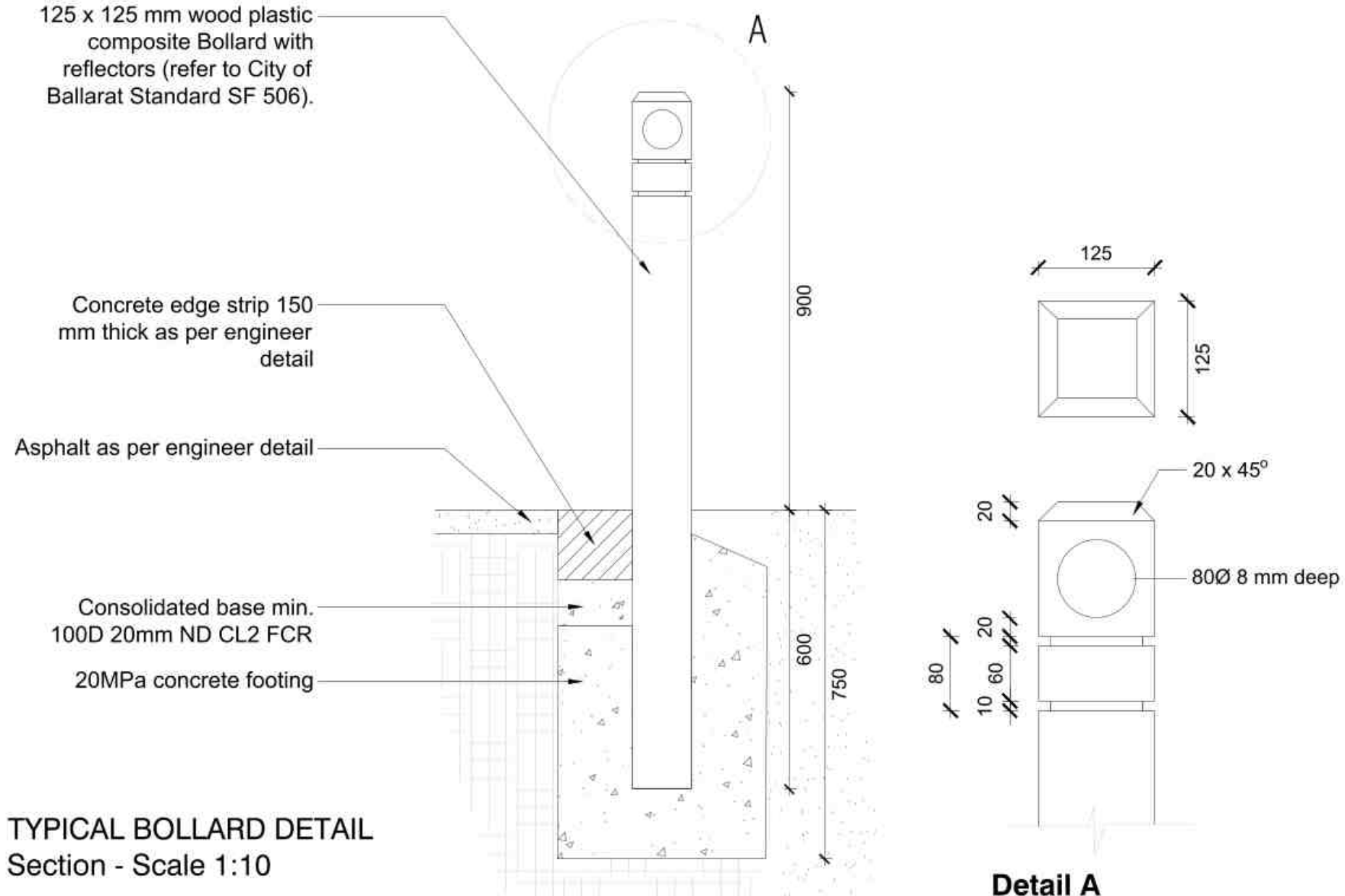
LEGEND	ITEM (City of Ballarat Street & Park Furniture Guidelines Code)	DESCRIPTION	QTY
	'Sheriff' seat (SF 003)	Supply and install 'Sheriff' seat with SG (Spheroidal Graphite) iron cast ends with bolt down fixing, finished in a zinc phosphate primer and oil base enamel paint in Brunswick Green. Hardwood timber slats painted in Brunswick Green. Supplier: Asema International Pty Ltd (0411 102 415).	4
	Single Bike Hoop (SF 401)	Supply and installation of COB standard Brunswick Green single Bike Hoop. Supplier: Asema International Pty Ltd (0411 102 415).	5
	Rubbish & Recycle bins 120 Ltrs (SF 103)	Supply and installation of COB customised Brunswick Green Parks Rubbish & Recycle receptacle (120 litres). Bin enclosure holds 120 litre plastic wheelee bins. Current suppliers: Asema International Pty Ltd (0411 102 415), Furphy Foundry (0358312777)	4
	Wood Plastic Composite Bollard (SF 503)	Supply and installation of COB WPC extruded square post with pyramid top. colour charcoal. Bollard should be 506. Does not have pyramid top and supplier is Advanced Plastic Recycling	12
	Impact Absorbing Bollard (SF 504)	Supply and installation of COB standard Brunswick Green with reflective tape for visibility as required. Supplier: Asema International Pty Ltd (0411 102 415).	6
	Extent of Trellis	Supply and installation of COB trellis structure. Post locations to be confirmed on site. Supplier: Asema International Pty Ltd (0411 102 415).	62 lin.m
	Standard trellis post	Supply and installation of COB Standard Brunswick Green trellis post. Post locations to be confirmed on site. Refer to details	5
	Trellis post with bollard base	Supply and installation of COB customised Brunswick Green trellis post with bollard base. Post locations to be confirmed on site. Refer to details	7
	Trellis bracket	Supply and installation of COB Standard Brunswick Green trellis bracket. Bracket locations to be confirmed on site. Refer to details	8
	Pay phone	Pay phone to be relocated by others	1
	Post office box	Post office box to be relocated by others.	1
	Cafe Screen	Glass cafe screen to COB Standard. Refer to details	8 lin.m

SURFACES SCHEDULE

LEGEND	ITEM	DESCRIPTION
	Existing concrete surface	To be protected and retained
	Grey concrete footpath with tool joint to match existing Warranheip Street pavement	32 MPa grey concrete with expressed tool joints to match Warrenheip St pavement. Refer to photo. Tool joints on plans are nominally shown at 2m x 2m centres.
	Exposed aggregate concrete with saw cuts	'Heritage Mix' by Eureka Concrete medium exposed aggregate mix 32 MPa with sawcuts as shown on plans. Supplier: Eureka Concrete (03) 5335 7277 www.eurekaconcrete.com.au 7-14mm aggregate as per standard mix
	Road and parking bay (by civil)	Refer to Axiom Consulting Engineers Civil drawings



Grey concrete with tool joint - Ensure grey concrete matches this Warrenheip Street example.



TENDER ISSUE 06092021

Project:
Buninyong Streetscape Plan
Warrenheip Street, BUNINYONG

Prepared for:
Axiom Consulting Engineers on behalf
of the City of Ballarat

Drawing Title:
Planting, Furniture & Material Schedules &
Bollard Details

Date: 02 September 2021
Scale: As shown @ A1 sheet size
Drawn: OJ
Checked: CR / DH
Drawing No: 2123-D04

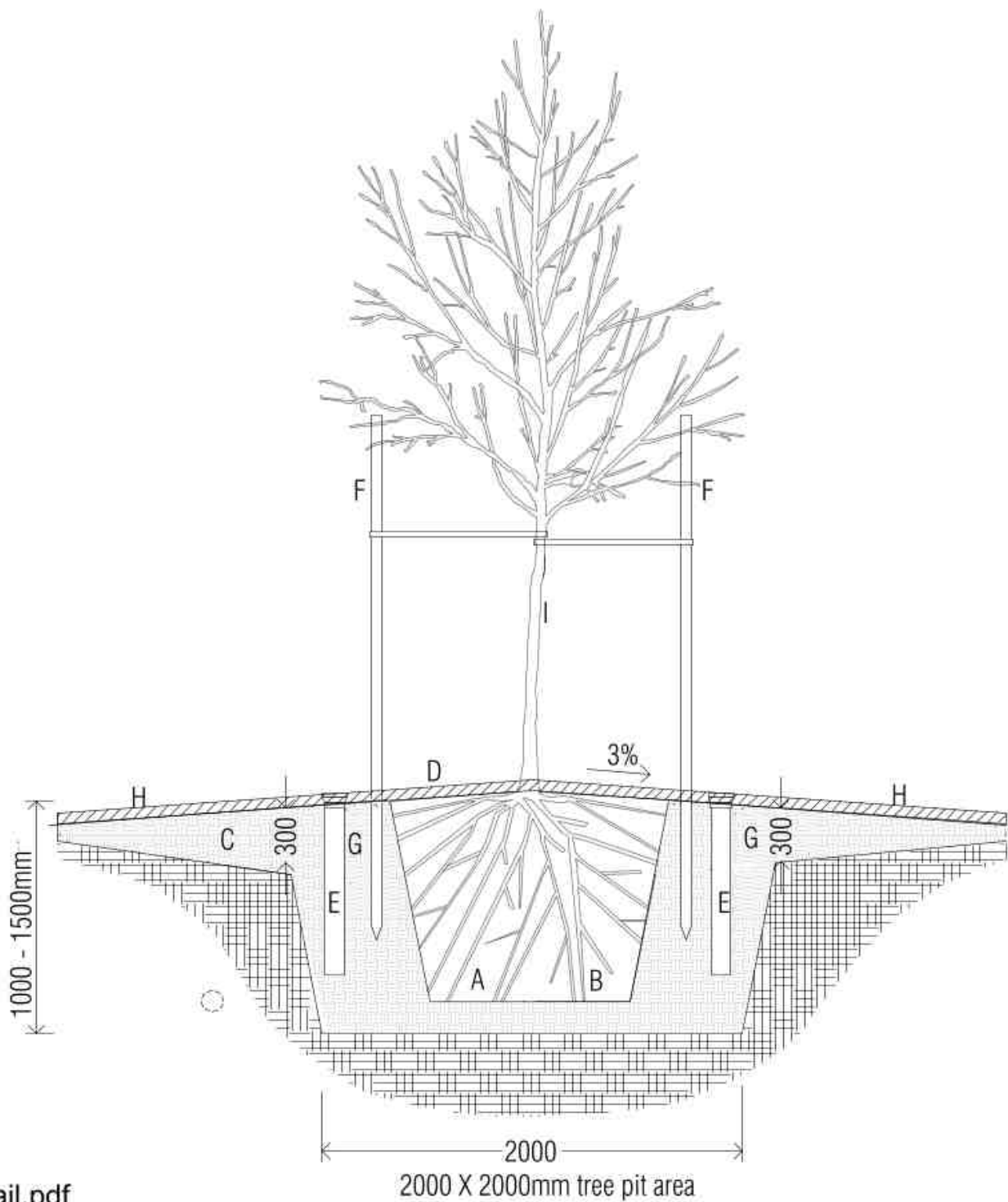
THOMSON HAY
LANDSCAPE ARCHITECTS

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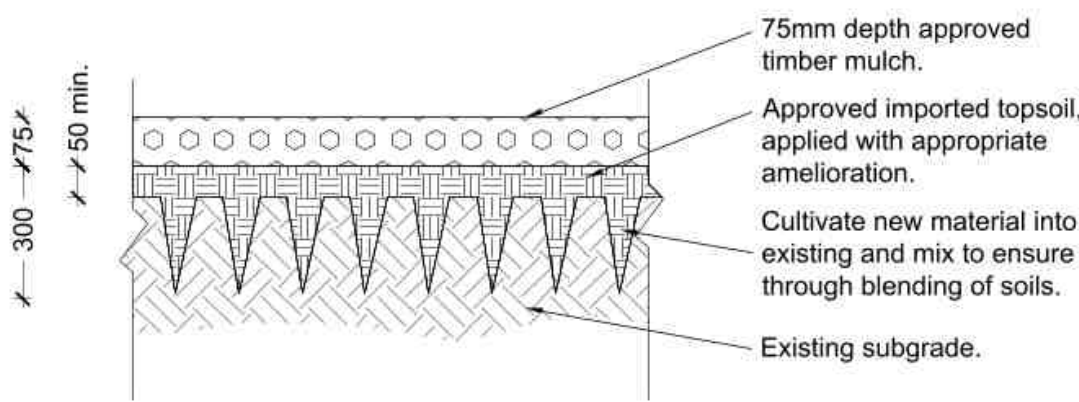
Note:

- A. Tree pit to be located clear of traffic lights and back from kerb edge.
- B. Tree pit to be min 1000mm deep x 2000 x 2000mm wide.
- C. Planting soil min depth 300mm throughout if possible. Excavate road base to min depth of 300mm or until free draining and backfill with approved soil.
- D. Timber mulch: 75mm depth timber mulch to be evenly spread. Finish to 25mm below top of edging / kerbs with crossfall of 3%.
- E. Water port 900mm deep x 90mmØ UVPVC with screwed cap.
- F. Tree stakes: 2 No. 38x38mm hardwood stakes with 50mm wide hessian or black woven nylon ties at approximately 1.0m height and securely fixed and stapled to stakes to allow some trunk movement.
- G. Top soil blend should consist of the following or similar approved: 60% sandy loam, 20% aged sawdust, 20% composted pine bark fines. The pH value of imported topsoil should be between 6.0 - 7.5. Ensure soil mix complies with AS 4419-1998 soils for landscaping and garden use.
- H. ~~Use Max - Max 100mm Thick heavy duty weed mat beneath mulch layer.~~
- I. Trees to be supplied AS45L /100 L min or as specified on planting schedule. Tree stock to comply with AS 2303. Tree stock for landscape use.

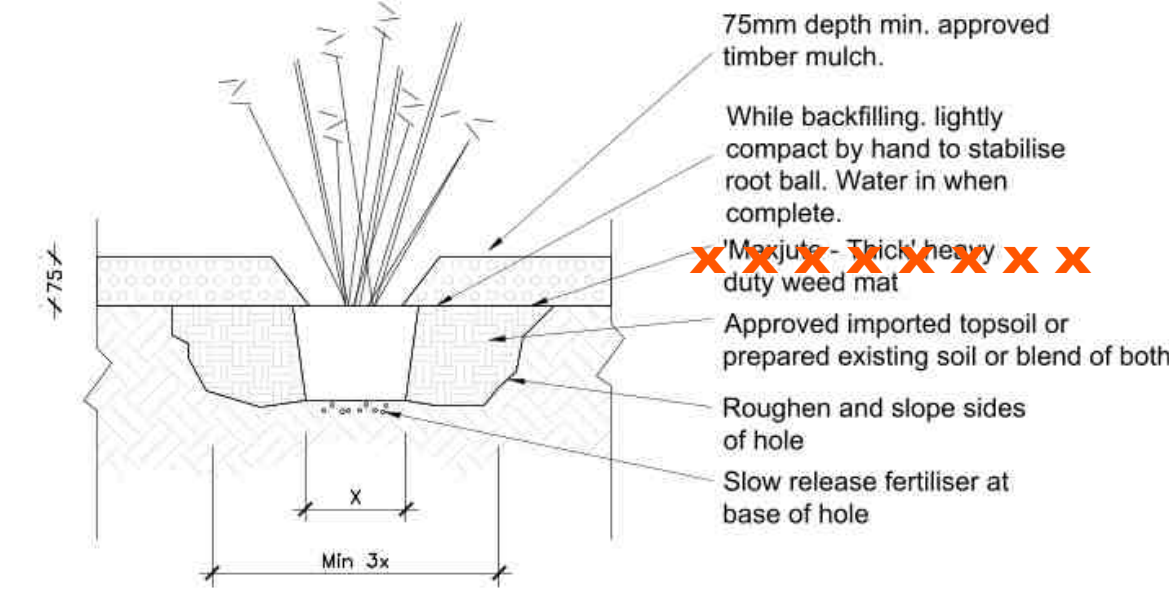
Supply and incorporate Hydrocell flakes (or similar approved soil conditioner) into the planting hole / entire volume of planting soil in accordance with Fytogreen Hydrocell Tree Planting Guide. Refer to: Web: <http://fytogreen.com.au/wp-content/uploads/2016/11/Hydrocell-2016-email.pdf> Telephone: 1300 182 341.



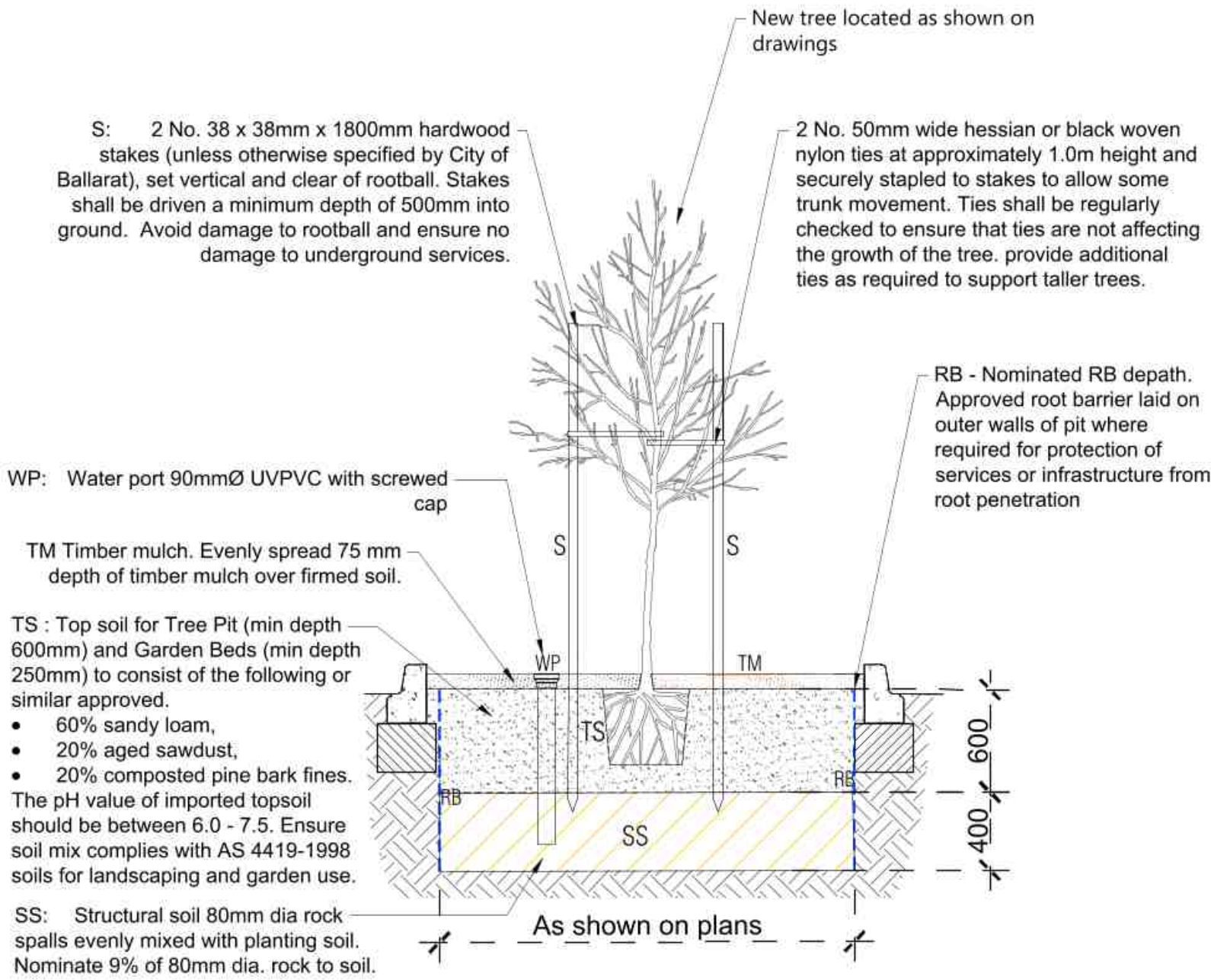
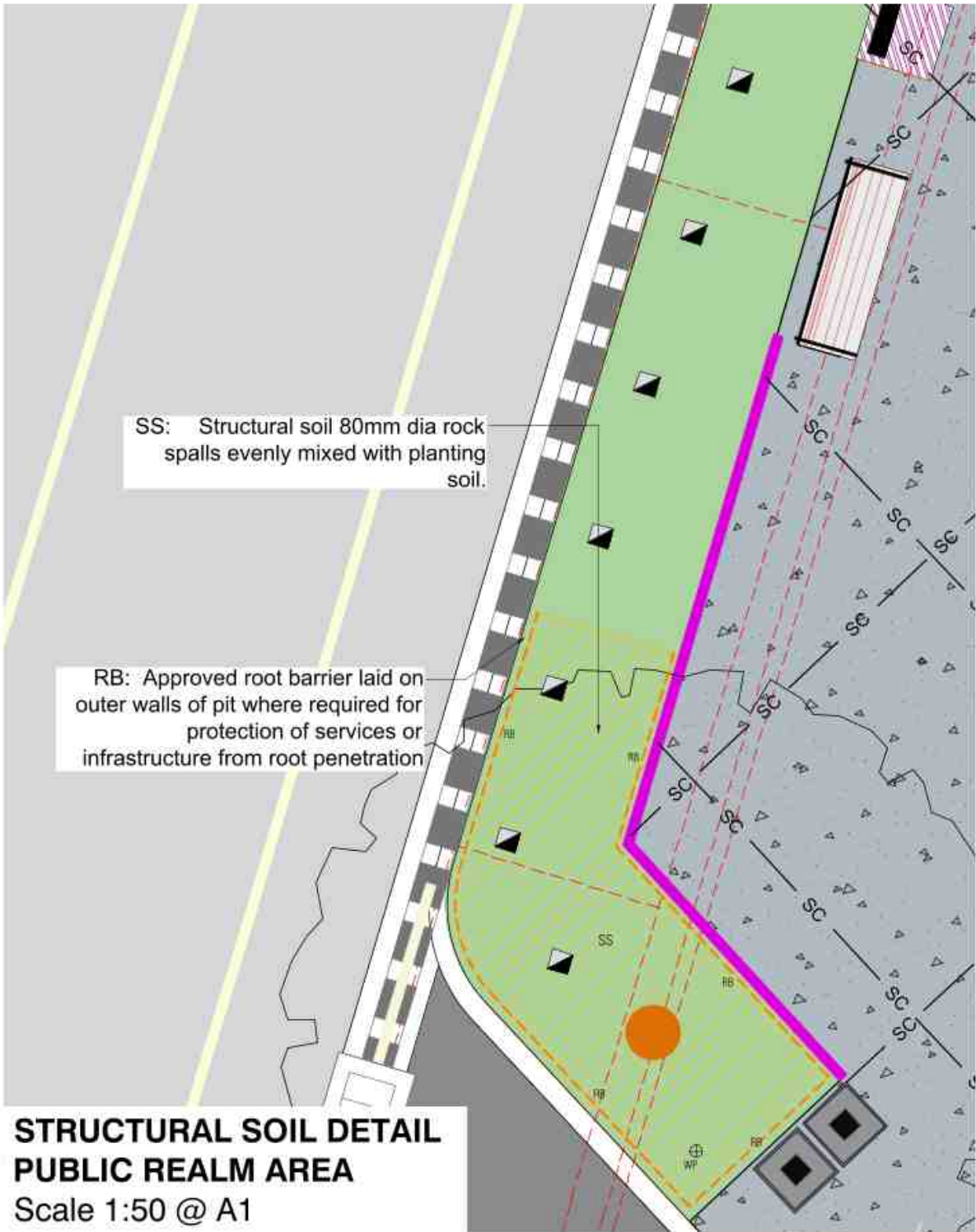
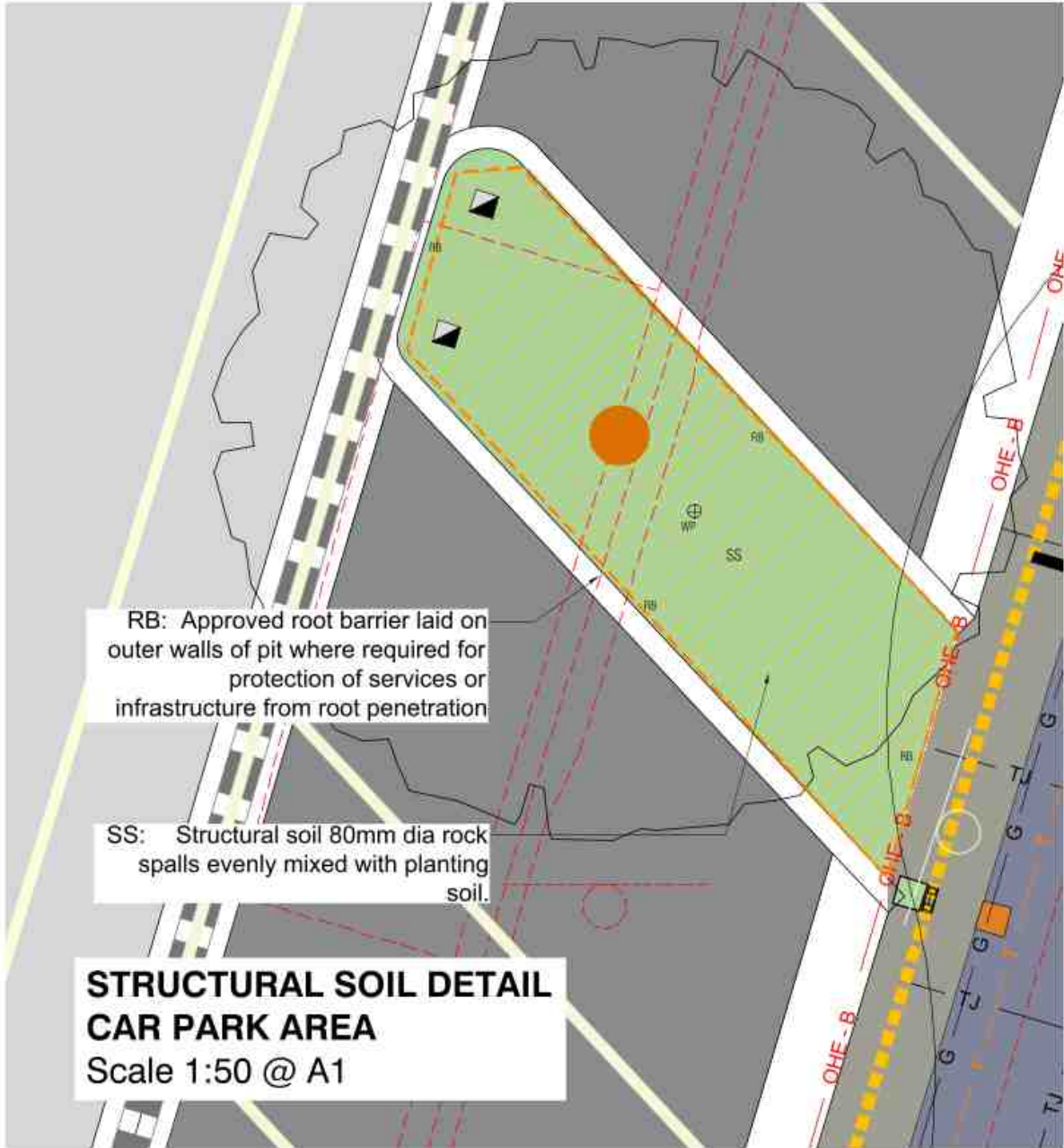
TREE PLANTING DETAIL - 2NO. TREE STAKES
Not to Scale



GARDEN BED PREPARATION
Typical Section - Scale 1: 10 @A1



SHRUB PLANTING AND MULCHING
Scale 1:10



TREE WITH STRUCTURAL SOIL
Typical Section - (NTS)

Note:
It is the responsibility of the contractor to confirm the location of all underground services prior to the commencement of any excavation or staking works.

Revision

TENDER ISSUE 06092021

Project:
Buninyong Streetscape Plan
Warrenheip Street, BUNINYONG

Prepared for:
Axiom Consulting Engineers on behalf
of the City of Ballarat

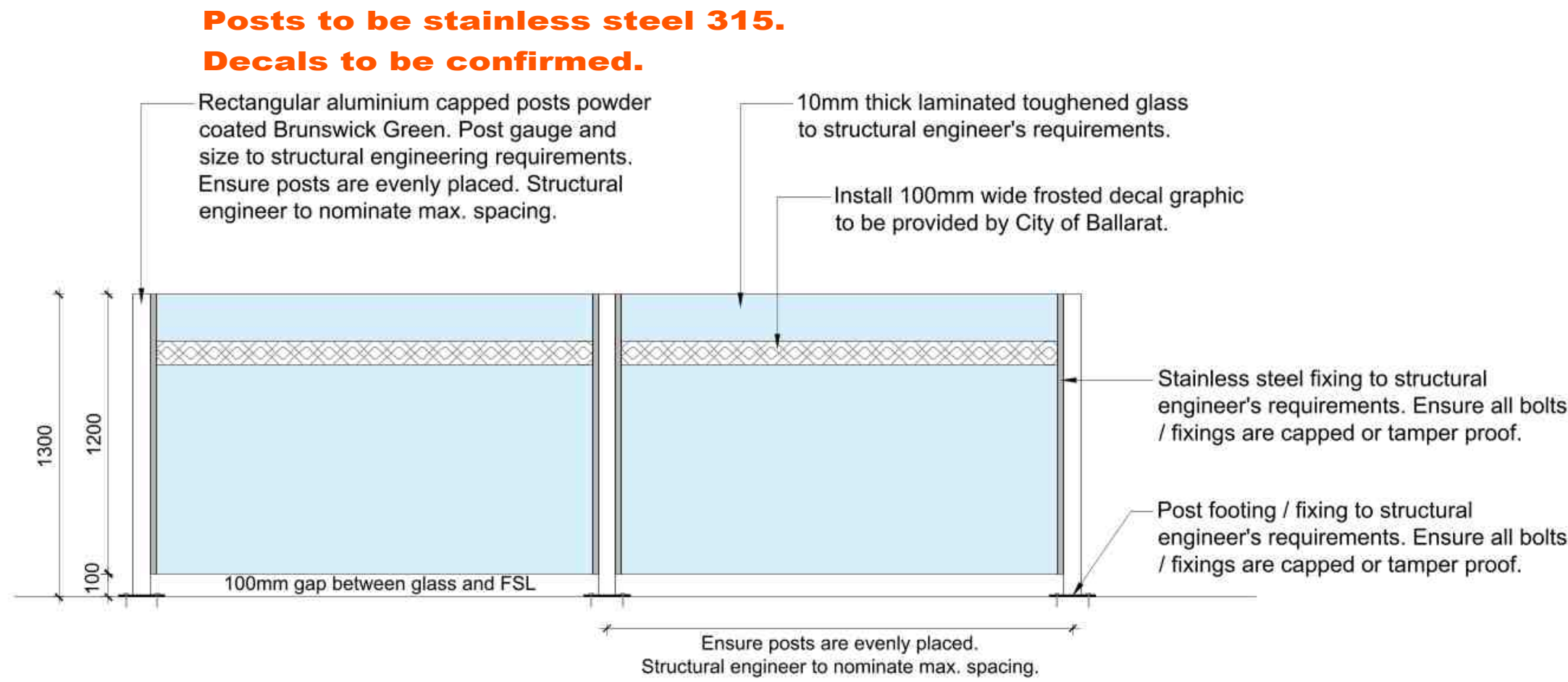
Drawing Title:
Planting & Garden Bed Preparation Detail

Date: 02 September 2021
Scale: As shown @ A1 sheet size
Drawn: OJ
Checked: CR / DH
Drawing No: 2123-D05

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CAFE SCREEN CONCEPTUAL DETAIL
Section - Scale 1:20



Glass cafe screen

NOTE:
Cafe screens are to comply with,
- Australian Standard AS1288-2006-Glass in Buildings - Selection & Installation
- Australian Standard AS1170-1981-Minimum Design Loads on Structures
- Other relevant standards

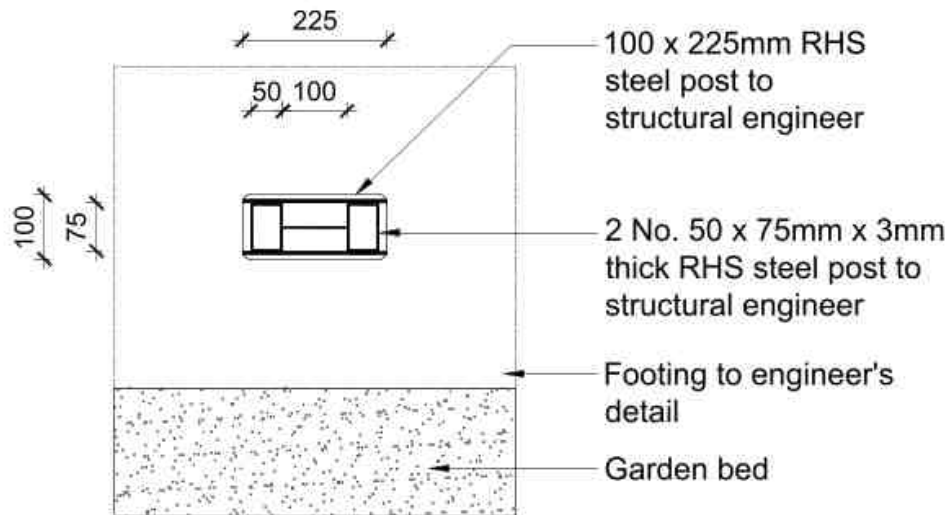
The contractor is responsible for the provision of shop drawings & structural engineering of cafe screens to the approval of project managers.



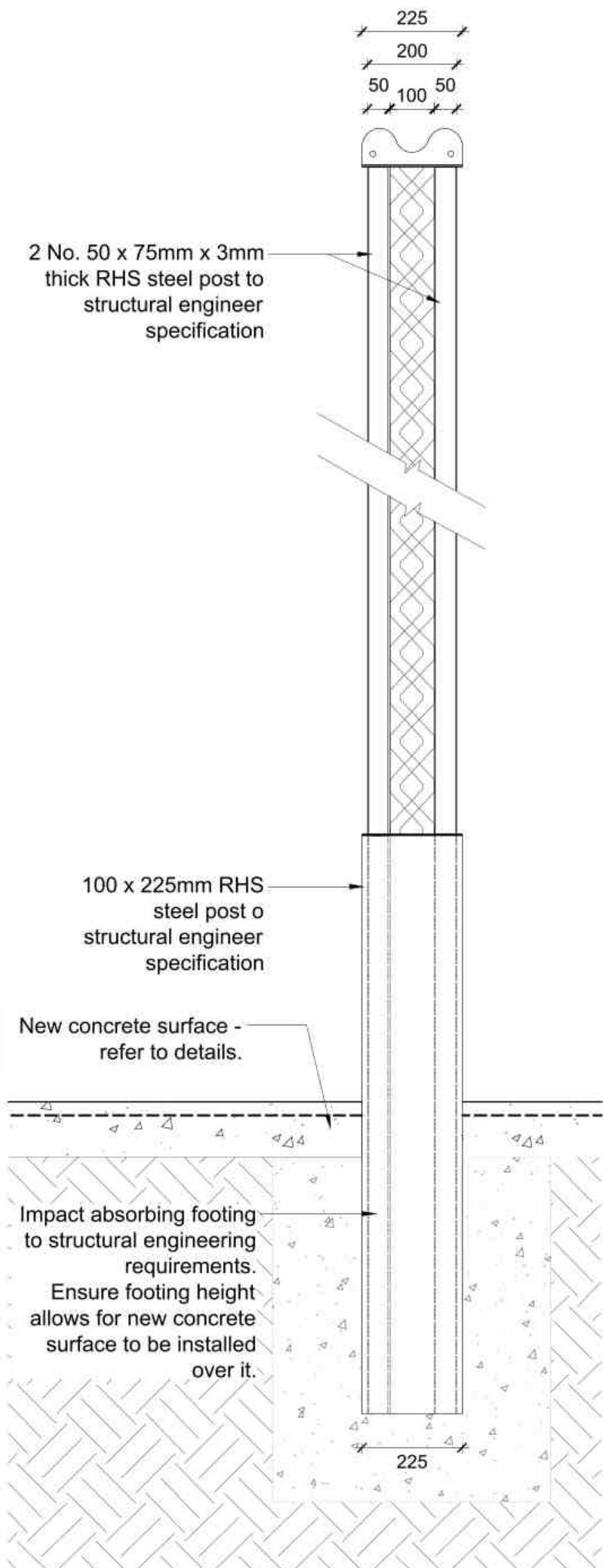
TRELLIS



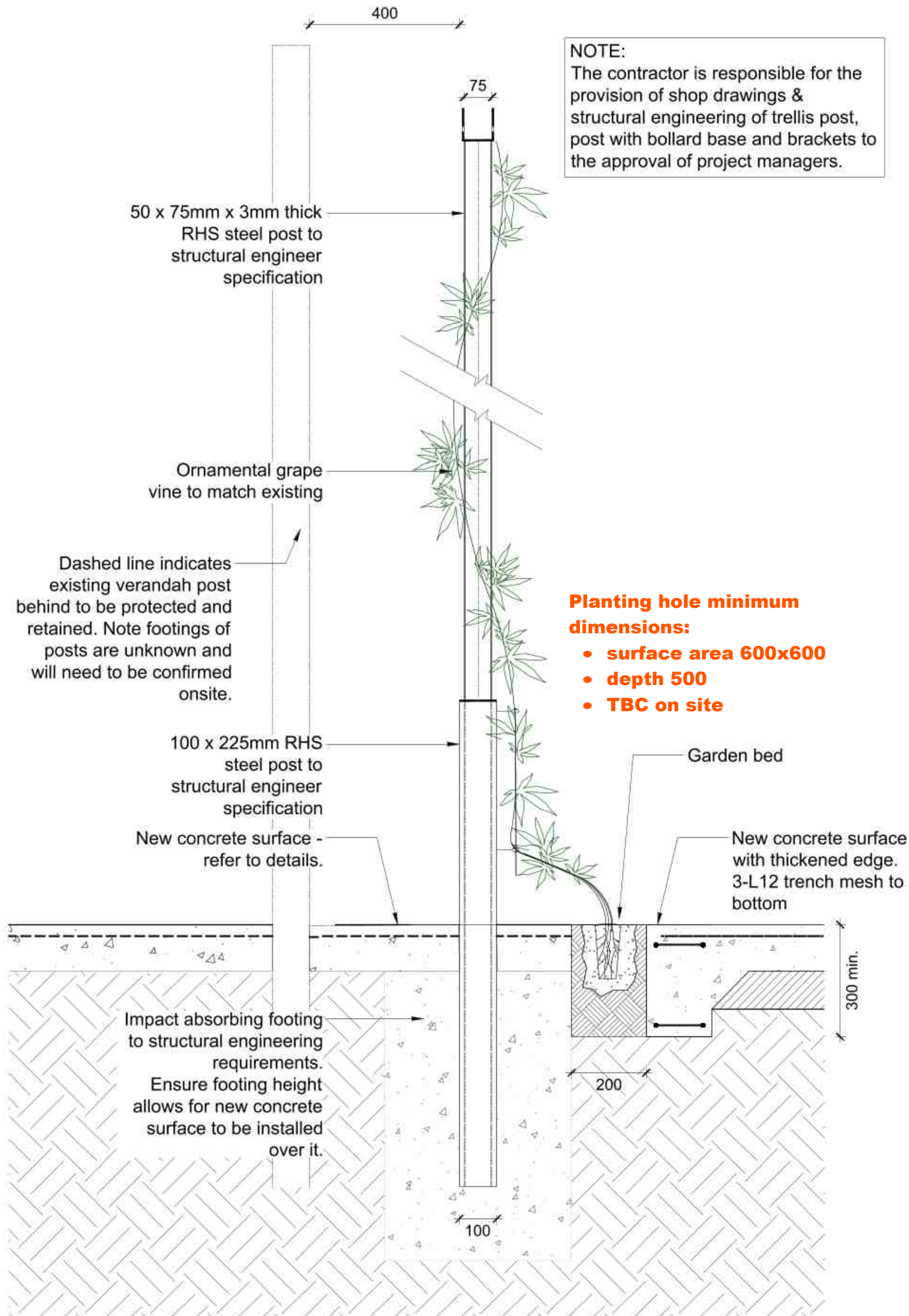
TRELLIS BRACKET



Plan



Section

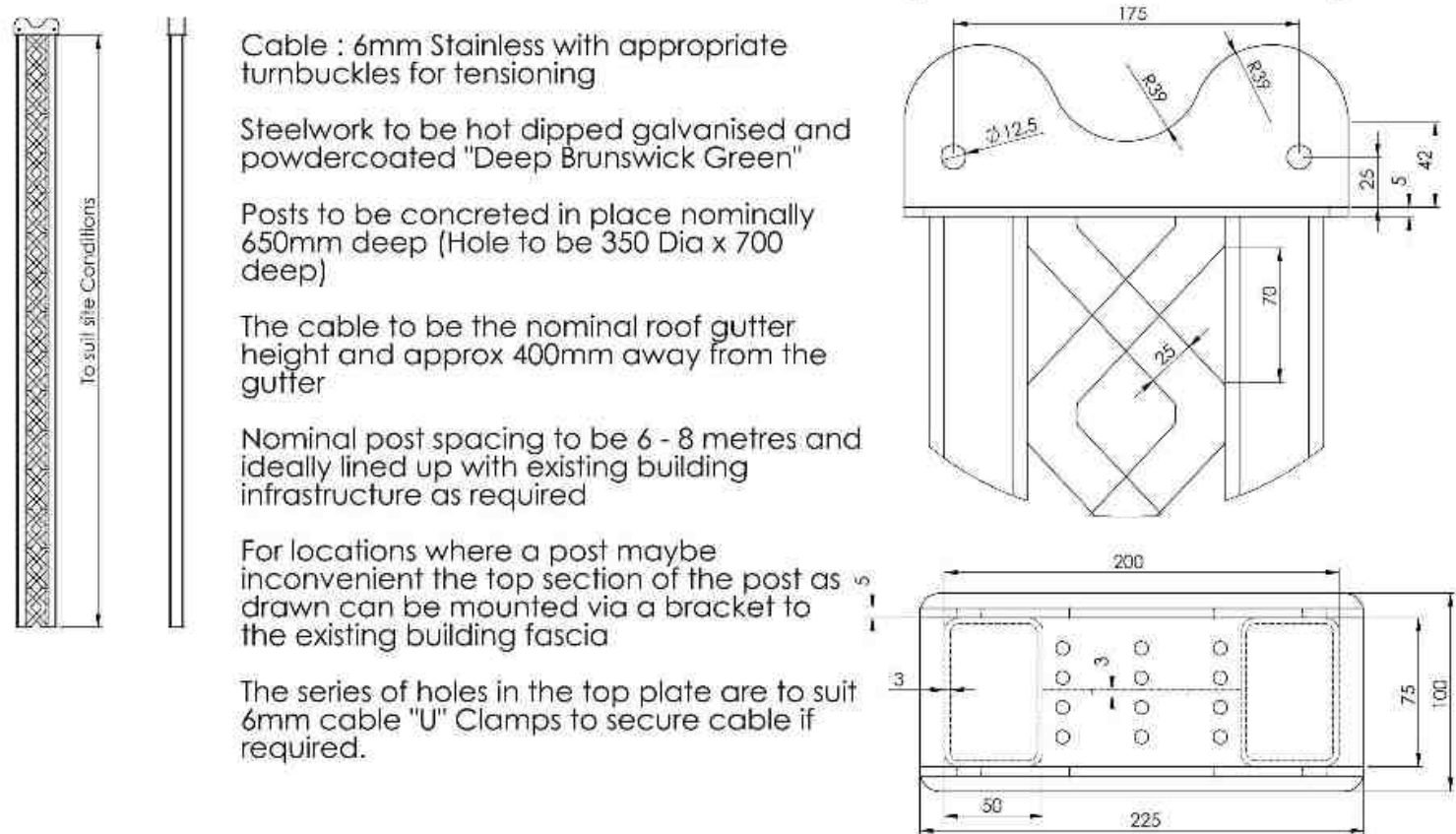


NOTE:
The contractor is responsible for the provision of shop drawings & structural engineering of trellis post, post with bollard base and brackets to the approval of project managers.

Planting hole minimum dimensions:

- surface area 600x600
- depth 500
- TBC on site

TRELLIS POST WITH BOLLARD BASE CONCEPTUAL DETAIL - IMPACT ABSORBING BASE
Scale 1:10



TYPICAL TRELLIS POST & BRACKET DETAIL
Not to Scale

NOTE:
All new trellis and brackets are to match the detailing of the existing trellis and brackets on Warrenheip St. Refer to photo details.

TENDER ISSUE 06092021

Project:
Buninyong Streetscape Plan
Warrenheip Street, BUNINYONG

Prepared for:
Axiom Consulting Engineers on behalf of the City of Ballarat

Drawing Title:
Trellis & Cafe Screen Details

Date: 02 September 2021
Scale: As shown @ A1 sheet size
Drawn: OJ
Checked: CR / DH
Drawing No: 2123-D07

THOMSON HAY
LANDSCAPE ARCHITECTS



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LANDSCAPE SPECIFICATION

1. Introduction

Refer to Axiom Consulting Engineers LEARMONTH STREET SERVICE LANE, BUNINYONG STREETSCAPE and WARRENHEIP STREET, BUNINYONG STREETSCAPE for further information, specifications, & details.

1.1. Traffic Management

This site is on a VicRoads managed road. The Contractor shall provide traffic management plans for the construction and maintenance stages to the satisfaction of Council and VicRoads.

The management of traffic by the Contractor is a key requirement of the Contract. The objectives are to:

- minimise the impact on traffic;
- provide a safe environment for the travelling public and construction personnel;
- cater for the needs of all traffic, including pedestrians;
- communicate the purpose of the proposed traffic event; and
- communicate the arrangements for and impacts of any event affecting traffic.
- make provision for carparking for affected businesses as close as possible to the businesses.

It is the Contractor's responsibility to prepare a traffic management plan to the satisfaction of the Project Manager and VicRoads. The traffic management plan should take into account both the construction stage and the maintenance stages of the project.

No onsite works are to commence until the traffic management plan has been submitted and approved.

2. Earthworks

2.1. Services Identification and Dial Before You Dig

It is the Contractor's responsibility to obtain services plans from Dial Before you Dig (<https://www.1100.com.au/>) prior to commencement of any works.

It is the Contractor's responsibility to undertake onsite services identification as required throughout the entire area of the project to accurately locate all services and services depths. Where there may be a potential conflict between existing services and proposed landscape works, the Contractor is to notify the nominated Council representative immediately for direction. All onsite contractors must maintain appropriate Dial before You Dig and any other relevant services plans / information onsite at all times and have these available for on the spot inspections by Council Officers. Failure to do so may result in works being halted until such information can be provided. Any damage to utility infrastructure will be the responsibility of the Contractor.

2.2. Filling

Wherever possible, the material should be obtained from the site. Should imported soil be required, written approval of the fill material must be provided by the Project Manager. Imported fill shall be externally tested and certified prior to delivery on site. Material shall be free of any deleterious material, including weed material or seed, vegetation, debris, building waste, contamination including asbestos and rock. Any rubbish / rock / contamination brought into the site with the fill must be removed from the site at the Contractor's expense.

2.3. Backfilling

Unless otherwise noted on the drawings, backfilling and compaction for underground services / irrigation trenches and minor excavations may be site-won materials, provided such fill is not rock and sound material free of perishable material or any material that will not form stable fill and is to the satisfaction of Council. Vegetation, topsoil, debris, building waste, rock and rock floaters shall not, under any circumstances, be used as fill, and all such materials shall be separated out from any site-won material considered suitable for fill.

2.4. Excavated Rocks

The Contractor shall allow for excavating in whatever type of material is encountered. On no account will extras be considered for rock encountered in the excavations, unless previous agreements are made between the Contractor and Principal.

Any earthworks, including the removal of excavated rocks, must be in accordance with the Environmental Management Plan for the site.

Should excavated rocks need to be removed from the site, it must be ensured that the removal process will not cause major disturbance to adjacent works or the surrounding site.

2.5. Environmental Protection

All works performed must be in accordance with the approved site management plan in regard to the protection from sediment movement off the site into waterways and stormwater systems. Unless vegetation removal approval has been granted, vegetation is to remain and should be protected prior to work commencing and Council representative advised of the protection plan.

2.6 Site Litter Retention and Sediment Control

The site management plan must include a site litter retention plan and a sediment control plan e.g. fencing downwind of the predominant wind direction, regular site cleanups, rubbish removal and disposal to approved locations and sediment traps as required.

Methods available for controlling the movement of sediment on the site include:

Grass filter strips

Grass filters can be used on the footpath adjacent to and flush with the top of the kerb. The filter strip consists of a single roll of turf laid along the kerb with a 1.5 metre long strip laid perpendicular to the kerb every 10 metres.

The site must be progressively stabilised and rehabilitated as the project progresses to minimise the area of unstable ground. Regular maintenance of sediment control devices must continue until the site has been adequately stabilised and the risk of erosion is minimised.

- Coir logs for erosion control
- Kerb inlet sediment traps

3. Preparatory Work

3.1. Pre-planting Ground Preparation

Refer to drawings and details for pre-planting ground preparation, planting and post-planting schedule.

3.2. Existing Tree Protection

Existing trees to be retained shall be protected on construction sites in accordance with notes on plans.

3.3. Soil Preparation

For minimum requirements regarding soil preparation for the garden bed and grassed areas refer to Garden Beds (Section 4) and Lawn Area (Section 6).

3.4. Topsoil and Soil Testing

Where practical, site topsoil should be used for garden beds and lawns. In acquiring site soil, the top 100mm layer shall be stripped of soil and vegetation and stockpiled on the site. Soil for use in garden bed and lawn areas may then be obtained from the stockpiled soil provided the soil meets the requirements as stated below. Imported topsoil may be blended with suitable site-salvaged soil including compost, nutrients etc. where required.

3.5. Existing Soil

Existing soil used in the landscape works shall be:

- Free from perennial weeds and their roots, bulbs or rhizomes.
- Free from building rubble, including brick, concrete, plaster, timber, oil, asbestos, rubbish or any other matter deleterious to plant growth.
- Free from rocks or stones greater than 20mm diameter, but in any case, to have less than 5% stone by dry weight.
- Texture to be light to medium friable.

3.1. Imported Soil

Should imported soils be required, the subsoil shall be ripped and cultivated to a depth of 300mm to combine with the existing soil / base (refer to Australian Standard AS4419 'Soils for Landscaping and Garden Use'). Imported soil used in the landscape works shall be:

- Free from perennial weeds and their roots, bulbs or rhizomes.

- Free from building rubble, including brick, concrete, plaster, timber, oil, asbestos, rubbish or any other matter deleterious to plant growth.
- Free from rocks or stones greater than 20mm diameter, but in any case, to have less than 5% stone by dry weight.
- pH to be 6.0 - 7.5.
- Texture to be light to medium friable.
- Free from silt material.
- Non-hydrophobic.

The top soil shall conform to the specification as detailed below:

Topsoil particle size

AS Sieve Size (mm) % Passing by Mass

9.001	100
0.35	100
1.18	90 - 100
0.6	70 - 80
0.3	45 - 55
0.15	20 - 30
0.075	5 - 15
0.002	3 - 5

Topsoil properties

Topsoil used on the project should generally fall within the following ranges.

Property	Type	Amount
Nutrient Levels	Phosphorus (P) (mg/L)	0.7 - 4
	Potassium (K) (mg/L)	35 - 250
	Sulphur (S) (mg/L)	greater than 40
	Calcium (Ca) (mg/L)	50 - 350
	Nitrogen (N) (mg/L)	100 or less
	Manganese (Mn) (mg/L)	1 - 15
Additives	Compost	
Other Properties	Organic matter (% by mass)20	
	Soil reaction	pH 6 - 7
	Soluble salts, ppm or EC	Below 750ppm or 0.25 dS/m
	Toxicity index to AS 3743	

The Contractor is to make allowance for any site sourced topsoil to be tested prior to spreading. Two (2) samples of the site-won soil shall be randomly selected from different locations. The samples shall be comprehensively laboratory tested by a nominated agency, as per the requirements above, for approval by Council.

The laboratory report shall be accompanied by recommendations for amelioration measures required to improve any deficiencies. Laboratory certificates shall accompany the sample soil mix submitted for approval at the commencement of the work, including details of the soil source.

If the site topsoil fails to conform to the above tests, the material may be ameliorated, in accordance with the recommendations of the laboratory report, to reach the relevant Australian Standards and the requirements, as identified above. If the material is deemed unsuitable for amelioration, imported topsoil (meeting the above requirements) shall be used in landscape construction. A laboratory certificate shall accompany the imported soil demonstrating the mix is in accordance with the above requirements.

During the progress of the works, the Project Manager shall select two further samples of soil mix for analysis, to confirm compliance with the above requirements. In the event that the subsequent tests reveal unacceptable deviations from the approved, tested samples, the Contractor, at their expense, will be responsible for undertaking further amelioration processes to ensure compliance.

3.7. Weed Eradication

A Weed Management Plan, where applicable, shall be followed and implemented throughout the landscape works period.

The Weed Management Plan is to incorporate:

- Weed management prior to landscape works;
- Management of weeds / materials brought onsite; and
- Weed management at the completion of landscape works with recommended ongoing management practices during the plant establishment / maintenance period and following handover to Council.

A weed eradication program shall be implemented to all areas scheduled for lawn and planting. Following topsoil placement, fine grading, and the installation of a fully functioning irrigation system (where applicable) establish a regular watering program that will encourage germination and growth of weeds over a two to three week period to remove weed seed bank from the soil.

The Contractor shall wait an additional one to three weeks, depending on the extent of weed desiccation, to remove residual weed foliage and roots prior to the lawn / garden planting and seeding operation.

3.7. Herbicides

Only herbicides registered for use in Victoria may be used.

All herbicides and pesticides are to be used in strict accordance with any and all local / state authority requirements or restrictions, and with the manufacturer's instructions at the recommended rates. Personnel using herbicide onsite must hold a current Agricultural Chemical User Permit.

At least two weeks prior to the commencement of landscape works spray all grass and undesirable plants within the proposed garden bed / planting areas with an approved systemic herbicide (e.g active ingredient glyphosate). Herbicide shall be applied in accordance with the manufacturer's instructions.

3.8. Noxious Weeds

All declared noxious weeds should be removed or treated accordingly (ref CALP Act).

4. Garden Beds

The Contractor shall supply planting materials from an approved nursery / supplier including fertilisers, stakes, tree guards, and labour to plant out the planting beds as set out and scheduled on the drawings.

All plant material shall be obtained from an approved nursery / supplier where plants are exposed and have been hardened off in the open. Plants are to be healthy, well-grown specimens, free of pest, injury and diseases and not likely to burn-off as a result of frosts after planting.

4.1. Planting Bed Preparation

Remove all weed growth from proposed planting beds and grass areas. Ensure all foliage, fruit and root matter is removed from the prepared topsoil. All planting beds shall be ripped to a minimum depth of 300mm, subject to the presence of underground services and rock. Where possible, site soil should be stockpiled and used for the planting beds. All soil, whether existing onsite or imported must meet the requirements as stated in 3.6.

4.2. Planting Procedures for Planting Beds

Shrubs and Groundcovers

- Excavate planting holes as detailed in the Drawings.
- Excess excavated garden soil shall be stockpiled by the Contrtractor for use elsewhere in the project.
- Mix 12 month slow release fertiliser granules with the shattered / decompacted soil. Do not use granules on species which may be intolerant of fertiliser. Use appropriate fertilisers for indigenous (low PH) or non-indigenous plants. Avoid direct fertiliser / root contact.
- Thoroughly saturate the plant root ball before planting.
- The Contractor shall be responsible for the handling and planting plant stock and in particular, shall protect the root mass from all forms of damage, including drying-out during the planting operations.
- Remove the plant from its pot and gently tease out roots to ensure radial root growth away from the stem, taking care not to damage the root structure.
- Place the plant into the hole and backfill halfway up the root ball with approved topsoil free from weeds, stones, clods of subsoil and other extraneous matter.
- Plants are to be set plumb and level with the adjacent soil - ensure no soil is placed against the stem of the root crown.

- Complete topsoil backfill around the plant. Gently apply pressure by hand to ensure good contact with soil and roots is made and air pockets are removed.
- Form a watering 'bowl' around the plant.
- Thoroughly water in plants, with a minimum of 10 litres of water for each plant and up to a volume of 2/3 of the pot volume (i.e. a 45 litre pot to be watered with minimum 30 litres of water).
- All planting set-out shall conform to the planting documentation in specified densities, sizes and numbers.
- Any changes to plant set-out to be approved by the Project Manager and Council Representative.
- Post hole diggers must not be used. The Contractor must ensure there is no glazing of the sides of the holes as a result of the method of digging the hole.

No variations will be considered for additional watering.

4.1. Plants / Fertilising

All plants are to be true to species, healthy and free from pests, disease and stress. At the time of planting, fertilise advanced trees (250mm dia. + pots) with 100 grams of 'Total All Purpose Osmocote + Trace Elements' slow release fertiliser (NPK : 19.4 : 1.6 : 5). For plants in 140mm dia. pots fertilise with 20gms of 'Osmocote' slow release fertiliser, as above. Staking as required for advanced trees only (refer planting detail).

4.4. Plant Stock

- It is the Contractor's responsibility to inspect the plant stock at the time of delivery to site and confirm acceptance of the plant stock. The Contractor has the right to reject any plant material that they believe will not perform to the required standards. Rejection of plant material can only be made up to, or at the time of delivery.
- At the time of delivery, plants shall show healthy growth, be undamaged, free of disease, have a size in proportion to their pot size and species, not be pot bound and shall generally have roots penetrating to the edge of the pot.
- The Contractor shall check the condition of plants before taking delivery. All plants accepted by the Contractor shall be healthy, vigorous, well established and have normal habits and proportions of growth typical of their species. Plants shall be free from insects, eggs, larvae, disease, weeds and other defects. All plants shall be suitably hardened off in the nursery prior to delivery to the site.
- All stock shall be labelled with the correct botanical name and shall be checked and approved by the Contractor before acceptance on the site.

4.1. Planting Scope

Planting is to be undertaken to the various areas nominated in the Landscape Plans and in accordance with this specification. The scope of planting works is to include:

- Semi advanced specimen trees - 45 litre air pruned pots
- Shrubs - 140mm pot diameter
- 12 month maintenance period, or as required by Council.

Due to the extensive presence of services throughout the streetscape, all tree planting holes to be installed by hand or using a hydro-excavation technique.

4.6. Planting Program

The Contractor shall prepare a planting program to plant all planting zones as indicated on the Landscape Drawings and this specification. The planting program should incorporate the pre-planting ground preparation program.

Where possible, all planting is to be programmed to be undertaken during optimum planting seasons to maximise the optimum plant establishment period prior to the commencement of the forthcoming summer season.

The Contractor shall submit programs for the following tasks at the commencement of the Contract:

- a pre-planting ground preparation and weed control program
- a planting program
- a post planting maintenance and watering program.

4.7. Planting Set-Out

The Contractor shall set out the location and shape of planting beds and / or the location of individual plants in accordance with the Drawings by:

- referring to drawing dimensions
- by reference to existing features as shown on the drawings
- by complying with plant number and density requirements as shown in the plant schedules / drawings.

Ongoing onsite liaison with the nominated Council representative and / or landscape architect will be required to ensure that the planting intent is achieved.

Allow for a flexible planting program to suit weed control timing, site and seasonal conditions and any particular requirements stated by Council or by the shopkeepers.

The Contractor shall arrange for the landscape architect, the nominated Council representative or Project Manager, to be on site for plant set-out and sign-off on the set-out prior to planting commencing.

4.1. Steel Edging

Contractor to supply and install steel garden edging as nominated on the drawings. Steel garden edging to be fabricated and installed as indicated on the landscape detail sheets. Ensure that curved sections use flat steel that has not been rolled. Due to warping, rolled flat will not be accepted unless approved by the Project Manager. Ensure all joints are secure and will be long-lasting. The edging is to be set flush with finished adjoining surface levels.

4.2. Mulch

4.2.1. Jute Matt

Following garden bed ground preparation (as specified) and prior to mulching with specified mulch, all planting areas shall be covered with MaxJute 'Thick' soil stabilisation and mulching mat (750-800 gsm) and fixed with non galvanised steel pines (3 pins / m2). Maxjute soil stabilisation and mulch mat to be installed and pinned in accordance with the manufacturer's installation instructions. Maxjute soil stabilisation and mulching mat is available from:

SureGro TreeMax
56-60 Woodlands Drive,
BRAESIDE VIC 3195
Telephone: 1800 550 000
Email: info@suregrotreemax.com.au

TENDER ISSUE 06092021

Project:
Buninyong Streetscape Plan
Warrenheip Street, BUNINYONG

Prepared for:
Axiom Consulting Engineers on behalf
of the City of Ballarat

Drawing Title:
Landscape Specification 1

Date: 02 September 2021
Scale: As shown @ A1 sheet size
Drawn: OJ
Checked: CR / DH
Drawing No: 2123-D08

THOMSON HAY
LANDSCAPE ARCHITECTS



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LANDSCAPE SPECIFICATION - Continued

4.9.2 Timber Mulch

Where specified spread native (Eucalypt / Acacia) chippings / mulch (maximum particle size 30mm) at a minimum depth of 75mm throughout all planting areas, including around the base of each individual tree.

The Contractor shall ensure the mulch is free of soil, weeds, vermin, deleterious material and toxins. Mulch shall be placed to a minimum depth of 75mm and maximum depth of 100mm on planting bed areas and around individual specimen trees. Mulch shall extend at least 600mm beyond plant centres at the outer edges of planting beds. Mulch shall be kept clear of plant stems to avoid collar rot.

The Contractor is to submit a 5kg bag sample of mulch to the Project Manager for approval, prior to delivery to site. All mulch used shall comply with the approved sample. NB. Mulch found to contain any recycled building materials (i.e. chipboard, pine pallet etc.) will be rejected.

5. Trees

5.1. Excavation

The planting soil should be prepared in accordance with the Tree Planting Detail and this specification.

Excavate (by hand or hydro-excavation) to an equivalent depth of the new tree rootball and a width as shown on the Detail Drawing. The installer shall determine the rootball depth of each tree to determine the individual planting hole depth. Trim & de-compact the base of the planting hole to the required level.

Remove stones exceeding 20mm diameter and any rubbish or deleterious material uncovered during excavation.

NOTE: There may be a layer of asphalt and / or road base in proposed garden beds. The Contractor to make an allowance to excavate and remove the asphalt / road base back to natural ground level for the extent of the planting area and backfill with approved topsoil. Subject to services, the sub base is to be de-compacted.

Minimum offsets for trees

- 1.2m from pedestrian pathways;
- 2.0m from pedestrian pathways in reserves;
- 3m from driveways;
- 4m from power poles;
- 4m from light poles;
- 2m from service assets, including junction boxes, pits etc.
- 2.5m from Powercor assets, including electrical pits, joints, conduit ends and paralleling pillar.
- 2m from service conduit crossing;
- 3m from fire plugs;
- 2m from domestic service tapping points;
- 2m from stormwater outlet points; and
- 2m from NBN pit.

Where these distances are not attainable, root barriers may be appropriate in some instances and on the advice of council's arborist.

5.1. Structural Soils

The contractor is to supply and install structural soil to areas as detailed on the Drawings.

Structural Soil is planting soil mixed with 80mm rock spalls at a ration of 50:50.

Placement

Ensure the structural soil mix is well moistened but not wet prior to transport and placement. Dry material will separate and will fail compliance. Maintain moisture during placement if material has dried during transport with a light hosing taking care not to over-water and wash soil off aggregate.

Spread the structural soil mix on the prepared subsoil and grade evenly, making the necessary allowances to permit the required finished levels to be achieved after compaction.

Consolidation

Compact to the specified levels and uniformly in 150 mm layers. Avoid differential subsidence and excess compaction and produce a finished surface that has the following characteristics:

- Finished to design levels.
- Smooth and free from stones or lumps of soil.
- Graded evenly into adjoining ground surfaces.
- Ready for planting.

Note 1: surrounding soil (base and walls of tree pits) should be tested to assess the potential for healthy root growth out of the structural soil. Prior to placement of structural soil, the base and walls of the tree pit shall be de-compacted or otherwise roughened to remove the glaze caused by excavation.

5.3. Root Barrier

DEPTH

Determined by aeration of the soil. In "normal" undisturbed soil very little growth occurs deeper than 1 metre.

SEAL

Sodium bentonite or other root growth inhibitor is used to seal the bottom of the trench and bind the bottom of the root barrier to the undisturbed soil. In summary, take the barrier down to soil that nothing can grow in and bind the root barrier to it.

LENGTH

Sufficient to stop the roots going around the edge of the barrier, normally 1 or 2 metres outside the drip line of the tree. Install root barrier in one piece.

BARRIER PLACEMENT

1. Excavate tree pit and insert root barrier as shown on plans and details. Ensure 50mm of root barrier is left above finished ground height (this is to allow for settlement and may be trimmed off later).
2. Trim any existing exposed tree roots to leave a clean cut, treat with fungicide if required.
3. Back fill the base of the trench placing a layer of bentonite, then back fill as shown on the details.
4. Root barrier should be trimmed to 10mm above ground (top of root barrier must be exposed on completion).

Root barrier supplier: Root Barrier. Phone 1300 136 644. www.rootbarrier.com.au

5.4. Planting

Prior to planting, the rootball of trees may be managed by pruning or slicing away the outer 10-25mm of the external rootball using only secateurs or a sharp and clean spade. Avoid excess disturbance to the remaining rootball during this trimming and discontinue if excessive rootball soil begins to fall away. Do not leave the rootball exposed for an extended period. Cover the rootball with moist hessian if planting / backfilling cannot occur immediately. Prevent the rootball from drying out during the planting phase. Thoroughly water the rootball before planting and then immediately after planting. Apply water so as to not disturb the soil. Under no circumstances shall any plant be planted into a dry planting hole (soil moisture at wilting point or drier). If the soil is dry, the planting hole shall be saturated with water prior to planting.

When the planting hole is excavated, and the hole is the correct size, place the rootball in its final position. Ensure the tree is centred and plumb and the top of the rootball is level with the finished surrounding surface. Ensure the trunk is set vertically and aligned with other new trees (where relevant). Do not use the trunk of the tree as a lever in positioning or moving the tree in the planting hole.

Fertiliser

At the time of planting, fertilise advanced trees (250mm dia. + pots) with 100 grams of 'Total All Purpose Osmocote + Trace Elements' slow release fertiliser (NPK : 19.4 : 1.6 : 5). For plants in 140mm dia. pots fertilise with 20gms of 'Osmocote' slow release fertiliser. Place approved slow-release fertiliser in base of advanced tree holes and mix thoroughly with decompacted soil. The Contractor is to ensure that no contact is made between roots and fertiliser.

Hydrocell flakes

Supply and incorporate Hydrocell flakes (or similar approved soil conditioner) into the planting hole / entire volume of planting soil in accordance with Fytogreen Hydrocell Tree Planting Guide. Refer to:
Web: <http://fytogreen.com.au/wp-content/uploads/2016/11/Hydrocell-2016-email.pdf>
Telephone: 1300 182 341.

Use the Hydrocell volume table in the Tree Planting Guide to determine the exact quantity of Hydrocell flakes for each tree pot size - typically between 4.0 litres for a 20cm pot to 45 litres for a 40cm pot.

Backfill with the prepared backfill mix and in accordance with the detail drawing. Lightly compact the soil to ensure all voids around the rootball are filled and no air pockets are retained. Ensure that the backfill soil is not placed over the top of the potted rootball. The top of the rootball and plant stem must be kept level with the top of the backfill.

Backfilling

Backfill hole using prepared backfill mix of equal volumes of soil from the hole, compacted organic matter and sand. Care is to be taken to mix the fill thoroughly. The Contractor is to ensure a pH level of 6.0 to 7.5 is maintained in the fill mix. Gently cover the roots with backfill material in layers of 150mm and gently compact around the perimeter of the hole with the foot to ensure there are no air pockets and that all root ends bend downwards. Ensure roots are not pressed against the bottom of the hole by backfilling too quickly or using lumpy soil. The Contractor is to firm the soil gently with the foot to a level of approximately 30mm above the surrounding soil surface level to create a 'watering bowl'.

Watering

- Rootball to be thoroughly saturated on the day prior to planting.
- Immediately after planting, the tree shall be watered thoroughly regardless of weather conditions. Quantity of water will be adequate to saturate the root ball and surrounding 600mm radius of soil to 400mm min. depth.
- Post planting, provide a minimum of 30 litres of water (for tree in a 45-litre pot) to the newly planted tree per 7 days. Water at a rate slow enough so as not to displace mulch or lose water to run off. For trees in a pot size larger than 45 litres, provide a quantity of water one-third of that pot size.
- Provide sufficient ongoing water to saturate surrounding 600mm soil radius to 400mm minimum depth to maintain growth, free from water stress. Any signs of water stress (leaf drop or yellowing) should be reported to the Project Manager for further investigation.

No variations will be considered for additional watering.

Mulch

After topsoil placement and planting-out of the plant material in all garden beds, supply and spread mulch to an average compacted depth of 75mm. The mulch shall be free from soil clods, rocks and all other non-organic matter. Mulch is to finish level with surrounding pavement levels after settlement allowances of the topsoil and mulch. The Contractor is to keep mulch away from the trunks to avoid rotting at ground level.

In lawn areas the mulch shall be placed after the formation of the 'water bowl', to an area of min. 1200mm metre diameter around the centre of the tree.

Staking & Tying

Hardwood stakes, as per details are to be installed immediately after planting. Stakes are to be driven 600mm into the ground or deep enough to ensure that the stake will remain stable and vertical. Tie the tree to stakes using 3 "figure eight" ties of canvas or approved equivalent. The Contractor is to provide a sample of the tree tie to be used prior to ordering. The ties are to be no further than one-third the height of the tree, from the base of the trunk or as detailed. Stakes and ties are to be inspected by the Project Manager on completion of these works.

Pruning

Trees and shrubs shall be pruned as directed by the Project Manager. Pruning will be directed for remedial pruning / formative pruning / crown management and maintenance of dense foliage or miscellaneous pruning as beneficial to the condition of the plants. Any damaged growth shall be pruned with clean secateurs and be completed in accordance with AS 4373 Pruning of Amenity Trees.

5.1. Tree Supply Specification

General Conditions and Quality

All trees are to conform to the NATSPEC guide "Specifying Trees: A Guide to Assessment of Tree Quality" by Ross Clark 2003 and AS 2303:2015 "Tree Stock for Landscape Use". The following specification details the general requirements for the supply and transportation of trees to the site.

Definitions:

Definitions for the terms used within this specification shall be in accordance with the AS2303:2015 "Tree Stock for Landscape Use".

- Batch: Quantity of tree stock of the same species, container size, type, age from the same origin.
- Caliper: Trunk diameter measured at 300mm above the root crown, or 50% of the overall height, whichever is the lower height, expressed in millimetres.
- Central Leader: Clearly defined single, relatively straight, trunk.
- Clean Stem Height: Distance between the uppermost surface of the root ball and the first order branches of the trunk that is free from branches.
- Self-Supporting: Tree stock supporting its above ground parts in an upright position without movement of ≤30° from vertical, stem breakage, injury or loosening of roots in the growing media.
- Size Index: Numerical expression of the size of the tree above ground. It is the product of the height of the tree (in metres) and the caliper (in mm) (i.e. height x caliper).
- Destructive Root ball Inspection: The washing away or removal of all soil from a root ball to allow for detailed inspection and assessment of root development.
- Partial Investigative Root-ball Inspection: A method of exposing a section of a root system to enable inspection of root development by washing away a wedge-shaped section from the stem to the extremity of the root ball. This soil can be gently replaced so the tree is not significantly damaged.

Labelling of Stock

At the nursery ensure that individual trees and batches are clearly labelled with the species name and cultivar / variety / provenance where appropriate. The label is to withstand transit without erasure or misplacement. NOTE: labels to be removed from all plants at the time of planting.

True to Type

The trees supplied and planted shall be the species, and variety or cultivar that the Municipality has approved.

Health and Vigour

The trees supplied shall be healthy and vigorous at the time of delivery and planting. Supply trees with foliage size, texture and colour at the time of delivery consistent with the size, texture and colour shown in healthy specimens of the nominated species. Supply trees with extension growth consistent with that exhibited by vigorous specimens of the nominated species.

When selecting trees to be planted, it is the responsibility of the Contractor to ensure that the tree height and caliper ratio falls within the parameters of the Size Index table below. To calculate the size index the following formula must be used: Size Index: Product of tree height (m) x tree caliper (mm).

Options available for tree planting:

Pot Size in Litres	Size Index (mm)
45	57-74
60	77-99
75	83-107
100	111-143
150	154-200
200	194-251

Crown Symmetry

The symmetry of the crown is an important aspect of the presentation and appearance of the tree in the landscape. The difference in crown distribution on opposite sides of the stem axis must not exceed 20%.

Injury

Supply only trees free from injury and wounds, except properly made pruning cuts made in accordance with AS4373: Pruning of Amenity Trees.

Stem Taper and Structure:

Supply trees where the caliper at any given point on the stem is greater than the caliper at any point higher on the stem, excluding species with atypical stem tapers. (e.g. Brachychiton rupestris).

Species with an apical dominant (excurrent) form: Supply trees with a defined central leader and the apical bud intact. Trees that have had their leaders cut or damaged will not be accepted. Supply trees with a single stem roughly in the centre of the tree with any deviation from vertical ≤150.

Species with branch dominant (decurent) form: Terminal buds shall be intact. Supply trees where the central stem is not divided at any point lower than the nominated clean stem height, and that the stem junction at the point of division is sound.

All species: Ensure that branch diameters are less than or equal to one-half of the caliper immediately above the branch junction.

Self-Supporting

Supply only trees that are self-supporting.

Formative Pruning

All formative pruning shall be a clean-cut at the branch collar that complies with AS4373: Pruning of Amenity Trees. The diameter of any wound shall not exceed 50% of the caliper immediately above the point of pruning. No lopping or topping of trees is to be carried out.

Trees shall be typically supplied with a clean stem height of 35-40% of the total tree height. For example a 5m tree is to be pruned to a 2m maximum (clean stem height must not exceed 40% of total tree height).

Trees are not to be pruned into shape just prior to dispatch. Restrict any fresh cuts (i.e. recent, non-calloused wounds) to ≤20% of the total tree height.

Included Bark

Supply trees where the branch / stem bark ridges at junctions between stems and branches and between co-dominant stems are convex, except for species prone to include bark that are known to remain strong (as approved by the Council).

Trunk Position

Trunks shall typically be located in the centre of the container. The distance from the centre of the trunk to any extremity of the root ball shall not vary by >10%. This may be varied if the tree is grown in an irregular shaped container, as approved, or specifically directed by the Council.

Compatibility of Graft Unions

When purchasing named cultivars propagated by grafting, it is critical that the graft union is sound and that the scion and root stock are compatible. The union between the scion and the root stock must be sound for the entire perimeter of the graft. The diameter of the scion immediately above the graft must be within +/-20% of the diameter of the rootstock immediately below the graft, excluding bark and cleft grafts.

Indication of North

Trees supplied in containers ≥100 litres shall indicate the northerly aspect during growth in the nursery and ensure it is marked so as to withstand transit without erasure or misplacement.

Pest and Disease

Trees shall not be diseased or show evidence of pest attack that could affect the long term health of the tree or adjoining plantings. Supply trees with foliage and soil free from attack by pests and diseases. For Australian native trees with a history of attack by native pests (e.g. *Ficus macrophylla* & *Eucalypts*), evidence of previous attack must be restricted to less than 15% of the foliage and there must be no actively feeding insects or evidence of fungal infections.

Root Ball Diameter

Trees grown in containers ≥45L and ex-ground trees shall have a diameter greater than or equal to their depth. The nominal root ball diameters expected for different tree sizes are shown in the table in AS 2303-2015 Appendix D Trees for Landscape Use - Tree Stock Height and Caliper.

Bare-rooted tree stock with a size index ≤57 shall have an intact root mass diameter ≥10 x their caliper.

Root Ball Depth

Root ball depth for containerised trees shall not exceed 660mm.

Ex-ground trees with a size index ≤1144 shall have root ball depths ≤850mm. Ex-ground trees with size index larger than 1144 shall have root ball depths that not exceed 1200mm.

Height of Root Crown

Ensure that the trees root crown is at the upper-most surface of the root ball.

Non-Suckering Rootstock

At the time of dispatch there shall be no evidence of suckers or water shoots. Grafted cultivars and varieties shall be grafted onto non-suckering species of rootstock.

Please note: Locations of existing utility networks must be obtained from Dial Before You Dig Ph: 1100 prior to any excavation taking place on public land. Any damage to utilities will be the responsibility of the Contractor.

The Contractor shall supply and install all trees as detailed on the Drawings, including preparation of tree holes, backfilling and topsoiling, mulch, stakes and ties.

Weeds

At the time of dispatch there shall be no weeds evident that may compromise the health of the tree stock or pose and unacceptable burden for ongoing landscape maintenance in the trees planted position.

Root Ball Occupancy

On removal and shaking or handling of the unsupported root ball at least 90% of the soil volume shall remain intact in or around the root ball.

All trees to be supplied are to be free of pests and pathogens, free of scarring, damaged leaders, abrasions of the bark, disfigured knots or fresh cuts of limbs that have not been calloused. Trees to show a vigorous central leader, be self-supporting at planting, open branching framework and well-formed open 'V' limb crotches. All limbs and trunks to be well-formed, sturdy, well-rooted and free from root circling and 'J' roots. All dead wood is to be removed.

Revision

Project:
Buninyong Streetscape Plan
Warrenheip Street, BUNINYONG

Prepared for:
Axiom Consulting Engineers on behalf
of the City of Ballarat

Drawing Title:
Landscape Specification 2

Date: 02 September 2021
Scale: As shown @ A1 sheet size
Drawn: OJ
Checked: CR / DH
Drawing No: 2123-D09

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TENDER ISSUE 06092021

LANDSCAPE SPECIFICATION - Continued

5.6. Tree Staking Nature Strips

Please note: Locations of existing utility networks must be obtained from Dial Before You Dig Ph: 1100 prior to any excavation on public land.

Wooden stakes only are to be used. No metal stakes are permitted in any circumstances. Tree ties are to be hessian ties, secured to each of the stakes. No 'shoestring' or nylon ties are permitted.

5.6.1. Tree Staking

Contractor to supply and install staking as detailed on the Drawings.

6. Lawn Areas

Following tree planting and garden bed preparation / edging, the naturestrips are to be repaired / reshaped as required to match adjoining ground surface levels to the satisfaction of the Responsible Authority. Where naturestrips are to be remediated, cultivate to 150 mm depth and topdress with nom. 50mm min. of topsoil. Evenly spread an approved Starter Fertiliser (recommended N.P.K. ratio 10:4:6 + Trace Elements) at the recommended rate.

The grass areas are to be cultivated (including incorporation of gypsum) as above and where required top dressed with 75mm min. of topsoil. Evenly spread an approved Starter Fertiliser (recommended D.A.P. at a rate of 200kg per hectare + Trace Elements) at the recommended rate.

Areas shall be seeded with:

Oasis Lawn Mix (or similar approved) by Stephen Pasture Seeds.

Tall Fescue 78%, Ryegrass 18%, Red Fescue 8%

Seed and fertiliser available from:

Buninyong Garden and Rural Supplies

7565 Midland Hwy, Buninyong VIC 3357

5341 3627

or

Hewitt and Whitty Ballarat

2 Wiltshire Ln, Delacombe VIC 3356

5336 1344

Watering

Water seeded area immediately after sowing until the topsoil is moistened to its full depth. Continue watering to maintain moisture to this depth. Maintain the germinating grass in a healthy condition with correct applications of water, fertiliser etc. to sustain a healthy, vigorous growing grass sward.

Mowing

During the maintenance period mow to maintain the grass height within the 50 - 100mm height range. Remove all grass clippings from the site after each mowing.

Slope

NB. The maximum slope for grassing is generally 1:6 to cater for mowing requirements. The maximum slope may increase to 1:4 in localised areas to achieve required grades subject to Superintendent approval.

Ensure all grass areas are free draining with no ponding.

Prior to grassing, all soil preparation and weed eradication work shall be completed in accordance with approved project specification clauses.

Maintenance

Maintain the seeded grass areas until the attainment of a dense continuous sward of healthy and evenly green grass over the entire area. Where required, topdress failed seed and re-seed with fresh seed of the same blend. Cultivate and re-seed areas of seeded lawn where germination / survival is poor.

Top Dressing

Top dress subsided areas as required and re-sow. Ensure the junction between kerbs / pits / footpaths / garden edges and grass areas is finished to form a firm, flush, even, uniform and safe joint.

Protection

The Contractor shall protect the newly grassed areas against trespass and traffic for minimum period of 6 weeks - particularly during wet conditions, or as long as required to ensure the proper establishment of the grass which will not be damaged by normal / day to day activities.

7. Water Tapping Point, Irrigation and Water Restrictions

7.1. Watering

Town water is available at this site. An irrigation system has been included as a provisional item in these works to some of the grass and all garden beds refer to plans.

7.1.1. Un-irrigated areas

The contractor is to allow for all costs associated with the supply and application of potable or suitable recycled water to ensure successful establishment of un-irrigated grass areas or the duration of the entire Contract.

If water restrictions are implemented during the establishment or extended maintenance/liability period, the Contractor shall have in place an appropriate strategy in order to fulfil all water related obligations as set out in this document.

7.1.2 Provisional Irrigation System

All garden bed areas and some lawn areas are to be watered with an automatic irrigation system as per the specification below. For extent of works refer to plans.

The primary source of the irrigation water will be potable (mains) water. The Contractor shall test the available water pressure and design the system accordingly

The irrigation system should generally be installed based on the following specifications:

- Install an automated irrigation system to all garden bed areas.
- The irrigation system should comply with all Local & State Government regulations and relevant Australian Standards & Codes.
- All valves, solenoids etc. shall be housed in approved reinforced plastic valve boxes with lids secured by a stainless steel bolt installed flush with finished ground levels.
- All pressure lines to be Class 12 PVC 20mm dia. (min.) or approved equivalent.
- The system shall be constructed to allow for periodic flushing.
- Where irrigation lines cross beneath a pathway / driveway it shall be placed within a 90mm dia. length of heavy duty conduit.
- An approved backflow prevention device shall be installed immediately downstream of the water connection point and housed in a below ground valve box.
- Garden beds + feature trees are to be irrigated by drippers using low density polyethylene (LDPE) pipe for non-pressure lines directed to all plants. For main lines use 20mm dia. min LDPE and for lateral lines use 13mm dia. min LDPE. Maximum length of 4mm dia. off-take lines to be 500mm. Use 1no. 4 L/hr dripper per shrub and groundcover plant and 2no. 4L/hr drippers per tree.
- Lawns to be irrigated with Gear driven pop-up sprinklers shall be used to irrigate all lawns. The sprinklers shall be gear driven and feature a 150 mm plastic riser assembly and be fitted with a check valve internally. The sprinkler shall have a minimum warranty of two years. The pop-up sprinklers shall be (or approved equivalent):
 - Hunter SRM Part Circle Sprinkler with Check Valve
 - Hunter PGP Part Circle Sprinkler with Check Valve.

- The Contractor shall adjust radii and part circle arcs to best cover the landscape area without resulting in excessive overspray onto garden beds, roads, carparks or the building. Pop-up sprinklers shall be installed so that the top of the rotor, in the retracted position, is flush with finished ground level and horizontal. Where pop-up sprinklers are located along kerbs or paved edges, the centre of the sprinkler body shall be offset 100 mm from the back of the kerb, to enable future mechanical edging.

- All irrigation products / fittings should be Hunter standard or equivalent.
- A 24V AC controller placed within a lockable cabinet with a double weatherproof GPO shall be supplied and installed at locations nominated by the Proprietor. The controller should be of sufficient capacity to have at least one spare station available and provide separate watering programs for different landscape areas.
- All cabling from the controller to field valves shall be of one continuous length and be installed within 25mm heavy duty conduit or immediately below the water supply pipe. Inspection fittings shall be installed at all changes in direction and at valve box junctions. Cable shall be a minimum 1.5mm and each cable to be individually colour coded.
- Contractor to allow to install conduits as necessary to extend the irrigation system throughout the landscape works area.

The contractor is to include a provisional item to supply water to these areas during the entire contract as an alternative to the provisional sum of the above irrigation system. Refer to 7.1.1. Un-irrigated Areas for requirements.

8. Surfaces

8.1. Concrete Pavement

Concrete Paths

For new paths supply and install 100mm (nom.) depth 32MPa grey concrete pavement with SL72 mesh 30mm below FSL. All pavements to be finished with a broom finish to ensure a slip-resistance of P4 or R11 rating. Refer to detail.

Pavement grades as shown on the drawings are to be complied with to ensure compliance with Australian Standards. If pavement grades are steeper than that nominated the contractor is to contact the project manager immediately for direction before proceeding any further with that part of the works.

Concrete Edge Beam

Contractor to supply and install 200mm wide x various depth 32MPa concrete edge beam with 2 - L12 trench mesh top and bottom to nominated edges of path areas. Refer to detail and plans.

Samples

The Contractor shall provide a 1.5 x 1.5 metre sample of each type and finish of concrete specified for approval by the project manager. Following approval, the future related pavement should match the quality / detail of the approved sample.

Expansion Joints

All concrete surfaces (except shelter slabs) expansion joints are to be installed as shown on the drawings or at 15 metre intervals as required.

Formed Control Joints

All concrete surfaces (except shelter slabs) control joints shall be provided at spacings equivalent to the width of the path apart or where specified or directed by the project manager. The location of construction joints shall be planned in advance and shall be made only where approved by the structural engineer. These joints shall be perpendicular to the principal lines of stress and in general shall be located at points of minimum shear.

Saw Cut Control Joints

All saw cuts to be installed within 24 hours of the concrete pour and generally as soon as the concrete surface can be accessed without damage / surface marking. Saw cuts should be of sufficient depth to ensure any cracking that occurs in the concrete is controlled along the saw cuts. Saw cut control joints for all concrete surfaces (except shelter slabs) are to be installed in accordance with sound concreting practice, as shown on the drawings or at 3 metre intervals as required.

Production and Delivery of Ready Mixed Concrete

All concrete used in this Contract shall be ready-mixed concrete ordered, produced and delivered in accordance with AS 1379-Ready-mixed Concrete.

Ready-mixed concrete shall only be supplied from a local batch plant or equivalent source as approved by the project manager.

Mixed-on-site concrete shall not be used without specific approval of the project manager.

Strength

All other concrete surfaces shall have a compressive strength as specified on the details.

Admixtures

Chemical admixtures shall not be used within the concrete mix without approval of the project manager / structural engineer.

Formwork General

The design, fabrication, erection and stripping of formwork shall be carried out in accordance with AS 1509 and AS 1510 Part 1 Formwork, and shall be the responsibility of the Contractor.

All forms and levels must be checked by the project manager before concrete is placed. Notwithstanding this the Contractor shall be solely responsible for the sufficiency and accuracy of the forms.

The forms shall be installed to the shapes, lines, grades and dimensions required to construct the works as per the Drawings. Forms shall be properly supported and braced to maintain position during and after the placement of the concrete.

Approved release agents shall be used on the forms to obtain easy stripping and desired finish.

The forms shall not be stripped until the concrete has hardened and obtained sufficient strength to support its own weight and any required construction loads without damage to the concrete. Except for slip-formed concrete in no case shall the forms be removed before 12 hours after placing of the concrete and due consideration shall be given to the decrease in the rate of hardening in cold weather.

Foundation Bedding Under Concrete

The bedding material under concrete surfaces is to be 100mm consolidated depth (minimum) of 20mm ND Class 2 FCR. Consolidate with suitable vibrating roller / plate. Refer to details.

The sub base is to be consolidated by rolling. Any fill installed is to achieve a compaction level of 95% Maximum Dry Density (MDD). Remove any soft spots or trench backfill and fill with 20mm ND Class 2 FCR to a sufficient depth to ensure a firm, consolidated sub base is obtained. Consolidate FCR backfill in layers not exceeding 150mm depth. Refer to details.

Transportation and Placing of Concrete

Concrete shall be transported and placed generally in accordance with AS 3600 : 2018 Concrete Structures.

Concrete shall be placed as near as practicable to its final position and at such a rate as will avoid segregation.

Concrete Compaction

After placement, the concrete shall be thoroughly compacted as appropriate using an immersion vibrator or vibrating screed or by other approved means. The concrete shall be thoroughly worked around embedded fixtures and into the corners of forms. Compaction by internal vibration shall be so controlled that segregation of materials will not occur. If, in an inaccessible portion of the work, spading, rodding, or internal vibration is impractical, the concrete shall be compacted by lightly hammering or vibrating of forms.

Joints in Concrete

Joints shall be provided as specified by the structural engineer or where specified or directed by the project manager. Concrete placement shall be carried on continuously from joint to joint. Wherever the work of placing concrete is likely to be delayed until the concrete has taken its initial set, a construction joint shall be formed. The location of construction joints shall be planned in advance and shall be made only where approved by the project manager. These joints shall be perpendicular to the principal lines of stress and in general shall be located at points of minimum shear.

New Concrete Against Old

Before placing new concrete on or against concrete which has set, the forms shall be retightened and the surface of the set concrete shall be roughened as required by the project manager, thoroughly cleaned of foreign matter, laitance, and loose or porous material and saturated with water. The surface shall then be covered with a thin coat of stiff neat cement to bond and concreting shall then proceed immediately.

Temperature Constraints on Concrete Pour

No concrete shall be poured without special precautions and the project manager's approval if the air temperature is below 5 degrees Celsius or above 30 degrees Celsius.

Curing

Concrete and rendering shall be cured generally in accordance with AS 3600 : 2018 Concrete Structures so as to prevent excessive loss of moisture from the surface for at least 7 days continuously following the time of placing; or in hot weather for longer periods as the project manager may direct.

Curing shall be accomplished by one or more of the following methods

- Covering with hessian or similar material maintained in a wet condition.
- Covering with an impermeable membrane after spraying the concrete with water.
- Coating with an approved curing compound.

The occurrence of shrinkage cracking unacceptable to the project manager shall be regarded as defective work.

Defective Materials or Work not Complying

The Contractor is responsible for the supply and construction of the concrete works as specified.

Failure of the Work to comply with the specified supply, placing, accuracy, compaction, finish and curing of concrete or adequacy of the forms shall be dealt with as defective work under the General Conditions of Contract.

Approvals by the project manager to various stages of the work shall not relieve the Contractor of responsibility for the work to comply with the specification.

Reinforcing

Reinforcement is to be as specified by the landscape details. All reinforcing shall have a 30mm minimum concrete cover from top surface or as otherwise specified by the structural engineer.

Finish

The finish and colour of concrete shall follow the Ground Surface Materials Schedule.

All finishes shall be free of unwanted marking, inconsistencies, ponding and cracking.

9. Furniture

Refer to furniture schedule for all details. Furniture to be installed in accordance with the manufacturer's specifications.

Suppliers:

Asema International Pty Ltd

23 Kennedys Dr, Delacombe VIC 3356

0411 102 415

Furphy Foundary

21 Drummond Rd, Shepparton VIC 3630

1300 768 230

Integrated Recycling

83-85 Banbury Rd, Reservoir VIC 3073

1300 729 253

https://www.integratedrecycling.com.au/

10. Construction

10.1. Construction Inspections and Hold Points

During construction of all hard and soft landscaping works Council's Project Manager must attend the site and sign off on all construction Hold Points. This signed and dated document that provides documentary evidence of approvals at all hold points, including photo evidence, must then be presented to Council prior to Practical Completion. Hold points to be at the following times:

- a. Pre-commencement meeting with Council
- ii. Site preparation and set out
- iii. Hard infrastructure preparation
 - footings excavation
 - reinforcement pavement

Soil preparation for

- lawns areas
- garden beds
- nature strips
- vi. Inspection of plant stock for
 - trees
 - garden bed plants
- vii. Mulching planting and watering-in

11. Practical Completion, Maintenance and Handover

Council's Project Manager must be present for all Pre-commencement, Practical Completion and Handover inspections.

11.1. Practical Completion Obligations

The Contractor must contact Council's Project Manager and Council Representative when all works have been completed in accordance with the approved plans to arrange for an inspection by the nominated Council Representative.

A minimum of 5 working days notice must be allowed, unless advised otherwise by Council's Project Manager.

No partial Practical Completion Certificates will be issued except in special circumstances and as previously agreed by the Council.

No Practical Completion inspections will be accepted during the period, between 15 December and 15 January.

Construction documentation must be provided to Council prior to Practical Completion. This documentation must include:

- The required Construction Inspection checklists signed off and dated by the Project Manager.

The Contractor must also submit a maintenance schedule to Council's Project Manager prior to the Practical Inspection date. The maintenance plan should cover all landscape maintenance issues that will need to be addressed during the maintenance period.

A Certificate of Practical Completion will only be issued when all works have been completed to the satisfaction of the Superintendent.

The Maintenance Schedule will include the expected date of final handover which will be at such time when the site has been maintained for a period of 12 months from the date of Practical Completion (or as specified by Council's Project Manager).

A maintenance diary outlining maintenance works for the project must be available for inspection.

11.2. Maintenance Obligations

The Contractor shall maintain the whole of the landscape work performed under this Contract until the completion of the 13 weeks Maintenance Period (or as advised by Council's Project Manager). The Maintenance Period shall commence from the Date of Practical Completion for 13 weeks as specified in the contract conditions. Maintenance of the landscape work shall include:

- i replanting / replacement of dead trees, shrubs and groundcovers
- ii maintenance of timber tree stakes and ties for advanced trees
- iii weed control within lawns and garden beds
- iv watering of lawns, trees, garden beds and planter boxes to ensure strong plant growth
- v mowing
- vi topdressing and re-seeding of grass areas
- vii pest and disease control
- viii re-mulching to maintain specified mulch depths
- ix pruning of trees and shrubs as required
- x maintaining the site in a neat and tidy condition including removal of silt from drains
- xi removal of tree guards and stakes
- xii maintenance of all furniture / fittings including graffiti removal / re-application of timber preservative, general maintenance etc.
- xiii maintenance of pavements
- xiv monitoring of pre-existing trees within the streetscape and undertake any required remedial works.

11.3. Malicious Unlawful Damage

In the case of all items supplied and/or installed within the Contract that are damaged or destroyed unlawfully by others, the following clauses shall apply to replacement, rectification, and responsibility for all associated costs.

Prior to Practical Completion:

Prior to the issuing of a Practical Completion Certificate, all damage is to be rectified by the Contractor and will include replacement of stolen or severely damaged the material.

The Contractor shall make allowance for these circumstances within their contract lump sum.

Post Practical Completion

The works will be maintained by the Contractor for the length of time shown in the Contract.

Upon issue of a Practical Completion Certificate, the Contractor is not liable for the works except for the warranty of items. Malicious and unlawful damage is not required to be rectified by the Contractor under the Defects and Liability Period.

TENDER ISSUE 06092021

Revision

Project:
Buninyong Streetscape Plan
Warrenheip Street, BUNINYONG

Prepared for:
Axiom Consulting Engineers on behalf
of the City of Ballarat

Drawing Title:
Landscape Specification 3

Date: 02 September 2021
Scale: As shown @ A1 sheet size
Drawn: OJ
Checked: CR / DH
Drawing No: 2123-D10

THOMSON HAY
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8.9. TENDER 2021/22-306 MAJOR PATCH ASPHALT

Division: Infrastructure and Environment
Director: Bridget Wetherall
Author/Position: Luke Ives – Acting Executive Manager Operations

PURPOSE

1. To award Contract 2021/22-306 for the provision of Major Patch Asphalt with Bitu-Mill Pty Ltd for the total tendered price of \$1,258,927.45 (ex GST). The contract Term is for 4 months.
2. The scope of the contract involves asphalt repairs of various road defects throughout the City of Ballarat to meet compliance of Council's Road Management Plan and improve road conditions.

BACKGROUND

3. The City of Ballarat is responsible for the maintenance of approximately 1300 kilometres of sealed road assets. The Road Maintenance team undertake the major patching program annually and tenders have been invited and received for the 2021/22 Major Patching program.
4. The Tender includes the patching of 17,000 m² of sealed roads in various locations across the municipality, which were identified during reactive and proactive road inspections undertaken in compliance with the City of Ballarat's Road Management Plan. This year's program also includes the completion of asphalt overlays on approximately 790m² of the sealed road network to extend the life of the asset.

KEY MATTERS

5. The tender was advertised in The Ballarat Times News Group, Council's Website and eProcure from 30 September 2021. The invitation period closed on the 20 October 2021 with 3 tenderers submitting responses.
6. The tendered price of \$1,258,927.45 (ex GST) with \$50,000 allowed for dayworks (provisional sum) and is within the allocated budget of \$1,300,000. This project is being funded from the 2021/2022 Road Maintenance Works Program.
7. The evaluation panel assessed the tender submission of Smith and Wil Asphalt Pty Ltd, Bitu-Mill Pty Ltd and Boral Resources (Vic) Pty Ltd against the evaluation assessment criteria.

The evaluation panel assessed the tender of Bitu-Mill Pty Ltd to best meet the requirements of the evaluation criteria.

Bitu-Mill Pty Ltd received the highest weighted total score for the evaluation criteria and have extensive experience in completing civil maintenance projects to a high standard. Bitu-Mill Pty Ltd have demonstrated excellent resource and technical capability in order to complete the works within the required timeframes. As a result, Bitu-Mill Pty Ltd have been recommended as the preferred contractor for this contract.

OFFICER RECOMMENDATION

8. That Council:

8.1 Enter into Contract 2021/22-306 for the provision of Major Patch Asphalt with Bitu-Mill Pty Ltd for the total tendered price of \$1,258,927.45 (ex GST). The contract Term is for 4 months.

8.2 Delegate to the Chief Executive Officer the authority to execute the associated contract on behalf of Council.

ATTACHMENTS

1. Governance Review [8.9.1 - 2 pages]

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ALIGNMENT WITH COUNCIL VISION, COUNCIL PLAN, STRATEGIES AND POLICIES

1. The report supports Council Plan goals of liveability and sustainability by maintaining Council Infrastructure and Assets throughout the municipal road network to provide safer passage for all affected road users.

COMMUNITY IMPACT

- 2 The City of Ballarat has a charter to serve its local community. This project is providing the community with maintenance to Council assets which will enable the users to have greater ease of vehicular and pedestrian access. This enhances safety for the residents and wider community.

CLIMATE EMERGENCY AND ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

- 3 There will not be any significant environmental implications resulting from this project. Environmental controls will be in place for the duration of the project. The recommended tenderer has the appropriate Environmental Management System to be able to cater for any environmental issues that may result during the construction of the project.

ECONOMIC SUSTAINABILITY IMPLICATIONS

- 4 Bitu-Mill Pty Ltd have a local depot but are not locally owned. Bitu-Mill Pty Ltd also attributed 69% of the contact value as total local value

FINANCIAL IMPLICATIONS

- 5 The tendered price of \$1,258,927.45 (ex GST) includes a provisional sum of \$50,000 built into the contract for contingencies. This is within the \$1,300,000 allocated under the 2021/22 Major Patch budget.

LEGAL AND RISK CONSIDERATIONS

- 6 The project will be undertaken in accordance with all relevant design standards. The contract provides for management of traffic, pedestrians, property and environment during the delivery of the works, with stringent Occupational Health and Safety requirements. The recommended contractor in this instance has appropriate OHS systems operable to meet the requirements of this project.

HUMAN RIGHTS CONSIDERATIONS

- 7 It is considered that the report does not impact on any human rights identified in the *Charter of Human Rights and Responsibilities Act 2006*.

COMMUNITY CONSULTATION AND ENGAGEMENT

- 8 Consultation with road users affected by this project will be undertaken by preferred Contractor and Council's Operations Unit prior to the commencement of the project.
- 9 The Chief Executive Officer and the Communications and Marketing Unit of Council will participate in the media and communications associated with the delivery of works under this contract.

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GENDER EQUALITY ACT 2020

- 10 There are no gender equality implications identified for the subject of this report.

CONFLICTS OF INTEREST THAT HAVE ARISEN IN PREPARATION OF THE REPORT

- 11 Council officers affirm that no general or material conflicts need to be declared in relation to the matter of this report.

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8.10. QUARTERLY PERFORMANCE REPORT

Division: Corporate Services
Director: John Hausler
Author/Position: Matthew Swards – Integrated Strategic Planning Manager

PURPOSE

1. The two attached reports set out Council's quarterly performance for the period ending 30 September 2021, including;
 - a. Summary of Financial Results;
 - b. Financial Statements
 - c. Key Performance Indicators
 - d. Progress in relation to the implementation of the Council Plan 2021/2022 actions.

BACKGROUND

2. Pursuant to Section 97 of the Local Government Act 2020, as soon as practicable after the end of each quarter of the financial year, the Chief Executive Officer must ensure that a statement comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented to the Council at a Council meeting which is open to the public.

KEY MATTERS

3. A new summary page has been included at the front of the Financial Report to provide the reader with a snapshot of Council's performance in relation to the 2021/22 budget.
4. The Financial Statements in the Quarterly Performance Report 2021/22 contain the following data sets in relation to Year to Date (YTD) and Annual performance:

Adopted Budget The budget that was adopted by Council and is published on Council's website.

Adjusted Budget The adopted budget adjusted for Council approved carryovers only.

Forecast The adopted budget adjusted for Council approved carryovers and actual opening financial position following 30 June 2021 audit, along with major variations identified to date.

5. The Income Statement provides a summary of the total income and total expenditure relating to the Council's annual operations.
6. The Income Statement shows a surplus of \$137.9 million for the 3 months to 30 September 2021, \$14.1 million favourable to the year to date (YTD) budget. The majority of this favourable variance is considered to be timing with the annual forecast

surplus to be \$80.7 million. This is marginally different to the adjusted budget surplus of \$80.2 million.

The annual forecast surplus of \$80.7 million includes the following amendments to the adjusted budget (Net favourable \$480k):

- a. \$1.2 million unfavourable movement at Ballarat Aquatic and Leisure Centre resulting from expected budget variations and the impact of COVID):
 - i. \$2 million reduction in user fees
 - ii. \$400 thousand saving in labour costs
 - iii. \$400 thousand saving in Materials and Labour
- b. \$800k saving in Workcover premium
- c. \$880k increase in 2021/22 Federal Assistance Grants allocation.

The Management Accounting team will work closely with managers over the coming quarter to monitor the financial impact of COVID.

7. The Balance Sheet summarises the value of Assets (which Councils owns) and our Liabilities (what Council owes) and the difference between assets and liabilities (Net Assets or Equity) reflects Councils net worth. The Councils net worth at the end of September 2021 is \$2,201 million.
8. The Cashflow Statement reflects actual results as at 30 September 2021. Councils Cash and Cash Equivalents were \$142.5 million. The large variation from budget is primarily due to:
 - a. a larger than anticipated amount of cash at the start of the year \$143.6 million compared to the budgeted amount of \$100.2 million (in-line with the level of Council approved carryovers from 2020/21); and
 - b. Cash outflows from investing activities (Capital Works) down YTD by \$12.8 million.
9. The Statement of Capital works is our approved Capital works program by the required Asset Categories. As at 30 September 2021 Council had spent \$11.7 million against a YTD budget of \$27.1 million. This reflects a slower than normal start to our program for the year. It is expected that the program will be substantially delivered by 30 June 2022.
10. Officers are in the process of developing a project reporting tool that will provide Councillors and the community with more information regarding the status of capital projects.
11. Council is well positioned to achieve the budgeted results adopted in the 2021/22 Annual Budget. The impacts on Council's financial position due to COVID-19 will be assessed over the coming months and any further impact considered as part of the December quarterly budget review, currently scheduled to be presented to Council in February 2022. The impacts are mainly in the Aquatic, Leisure, Arts and Culture areas.

OFFICER RECOMMENDATION

12. That Council:

12.1 Receive the Quarterly Financial Management Report – Period Ending 30 September 2021 and note the financial matters contained within the report.

12.2 Receive the Council Plan Quarterly Report – 30 September 2021.

ATTACHMENTS

1. Governance Review [**8.10.1** - 2 pages]
2. Quarterly Financial Management Report - Period Ending 30 September 2021 [**8.10.2** - 8 pages]
3. Council Plan 202122 Quarter 1 Report [**8.10.3** - 54 pages]

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ALIGNMENT WITH COUNCIL VISION, COUNCIL PLAN, STRATEGIES AND POLICIES

1. The Quarterly Finance Report is a Statutory report as per section 97 of the Local Government Act 2020
2. The Council Plan report provides the community with an update on how Council is progressing with the implementation of the adopted Council Plan.

COMMUNITY IMPACT

3. The inclusion of the Quarterly Finance Report in the Council agenda and the availability to the community, increases awareness of the Council's financial position and provides transparency in its financial operations.

CLIMATE EMERGENCY AND ENVIRONMENTAL SUSTAINABILITY IMPLICATIONS

4. There are no climate emergency and environmental sustainability implications identified for the subject of this report.

ECONOMIC SUSTAINABILITY IMPLICATIONS

5. There are no economic sustainability implications identified for the subject of this report.

FINANCIAL IMPLICATIONS

6. The Quarterly Finance Report reports on the Council's ongoing financial viability as at the date of the report 30 September 2021, and its performance against the Council budget for 2021/22.

LEGAL AND RISK CONSIDERATIONS

7. There are no legal and risk implications identified for the subject of the report.

HUMAN RIGHTS CONSIDERATIONS

8. It is considered that the report does not impact on any human rights identified in the *Charter of Human Rights and Responsibilities Act 2006*.

COMMUNITY CONSULTATION AND ENGAGEMENT

9. There is no requirement for community consultation or engagement with this report.

GENDER EQUALITY ACT 2020

10. There are no gender equality implications identified for the subject of this report.

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CONFLICTS OF INTEREST THAT HAVE ARISEN IN PREPARATION OF THE REPORT

11. Council officers affirm that no general or material conflicts need to be declared in relation to the matter of this report.

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Quarterly Financial Management Report

Period Ending 30 September 2021

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Summary of Financial Results - City of Ballarat

Period Ending 30 September 2021

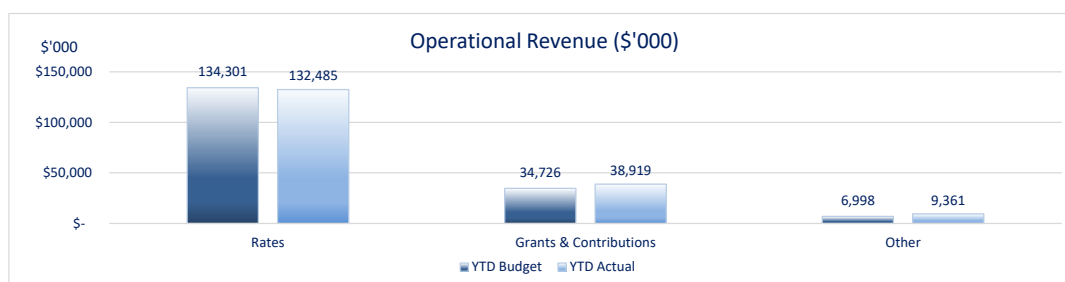
The Income Statement shows a surplus of \$137.9m for the three months to 30 September 2021, \$14.1m favourable to the year to date (YTD) forecast. The majority of this favourable variance at 30 September is considered to be timing with the annual forecast surplus of \$80.7m still expected.

Capital expenditure for the 3 months to 30 September totals \$11.7m, which represents 43% of the YTD budget of \$27.1m and 8% of the annual forecast of \$145.7m.

Council is well positioned to achieve the forecast 2021/22 result.

The impacts on Council's financial position due to COVID-19 will be assessed further over the coming months and the final impact considered as part of the next quarterly report, currently scheduled to be presented to Council in February 2022. The impacts are mainly in the Aquatic, Leisure, Arts and Culture areas. The forecast currently assumes a net loss of \$1.2m for BALC, \$2m in lost user fees offset by an estimated \$400k savings in both employee costs and materials and services.

Below is a summary of the income and capital works statements compared to budget. Please see the financial statements on the following pages for further information on Council's financial performance.

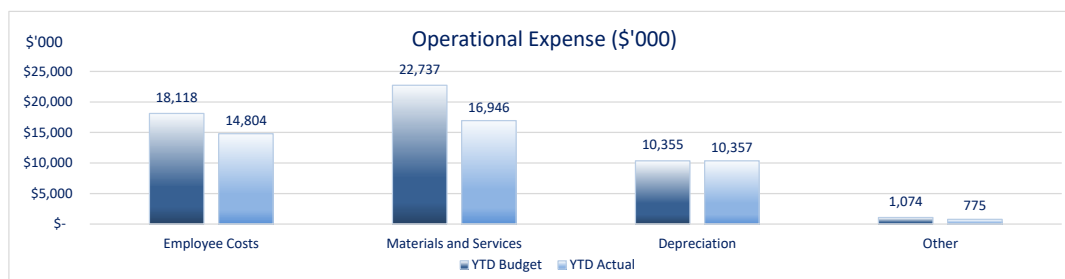


Key Budget Variances:

Rates - YTD Income is unfavourable to YTD budget at 30 September, but is still expected to achieve the budget target as supplementary assessments and concession rebates are received throughout the year.

Grants and Contributions - YTD Income is favourable to YTD budget at 30 September. However, this is due to receiving budgeted grants earlier than was projected in the budget.

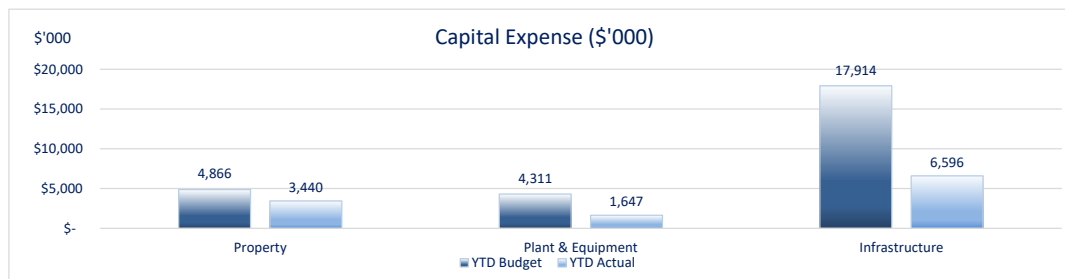
Other - YTD income is favourable primarily due to \$3m of contributed assets being received in the first quarter, when none was budgeted for.



Key Budget Variances:

Employee Costs - Favourable YTD primarily due to a high level of vacant positions during the quarter.

Materials and Services - Favourable YTD due to the timing of service delivery and impact of COVID.



Key Budget Variances:

The variance between YTD Budget and YTD Actual is primarily due to the timing of the Capital Works program. It is expected that the program will be substantially delivered by 30 June 2022.

The Capital Works statement is showing total spend to 30 September of \$11.7m. This is:

- 43% of the year to date budget of \$27.1m; and
- 8% of the forecast capital budget of \$145.7m.

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Income Statement - City of Ballarat

Period Ending 30 September 2021

	Year to Date (YTD)			Adopted Budget \$'000	Annual Adjusted Budget \$'000	Forecast \$'000	Variance		Notes
	Adjusted Budget \$'000	Actual \$'000	Variance \$'000				Adj v F	Cast	
Income									
Rates and charges	134,301	132,485	(1,816)	134,030	134,030	134,030	0		1
Statutory fees and fines	1,147	1,582	435	5,423	5,423	5,423	0		2
User Fees	5,150	3,642	(1,508)	20,428	20,480	18,480	(2,000)		3
Grants Capital	21,503	25,114	3,611	25,325	46,204	46,204	0		4
Grants Operating	8,620	7,854	(766)	33,500	26,842	27,722	880		5
Contributions Monetary	4,603	5,951	1,348	17,569	17,795	17,795	0		
Contributions Non Monetary	0	3,026	3,026	27,455	28,100	28,100	0		6
Net Gain/(Loss) on disposal of property, infrastructure, plant and equipment	50	247	197	1,200	1,200	1,200	0		7
Fair Value adjustments for investment property	0	0	0	0	0	0	0		
Share of net profits on associates and joint ventures accounted for by the equity method	0	0	0	0	0	0	0		
Other Income	651	864	213	2,605	2,605	2,605	0		8
Total Income	176,025	180,765	4,740	267,535	282,679	281,559	(1,120)		
Expenses									
Employee Costs	18,118	14,804	3,314	72,803	73,888	72,688	1,200		9
Materials and services	22,737	16,946	5,791	81,414	82,982	82,582	400		10
Depreciation and amortisation	10,355	10,357	(2)	41,420	41,420	41,420	0		
Amortisation - Intangible Assets	0	0	0	0	0	0	0		
Amortisation - Right of Use	0	0	0	0	0	0	0		
Bad and doubtful debts	187	152	35	747	747	747	0		11
Borrowing Costs	413	413	0	1,563	1,563	1,563	0		
Finance Costs	0	0	0	0	0	0	0		
Other expenses	474	210	264	1,835	1,884	1,884	0		12
Fair Value adjustments for investment property	0	0	0	0	0	0	0		
Share of net losses on associates and joint ventures accounted for by the equity method	0	0	0	0	0	0	0		
Total expenses	52,284	42,882	9,402	199,782	202,484	200,884	1,600		
Surplus/(Deficit)	123,741	137,883	14,142	67,753	80,195	80,675	480		

Notes:

The 2021/22 budget figures have been adjusted to reflect Council approved carryovers.

1. Rates and charges are slightly down on YTD budget primarily due to the timing of supplementary and Pensioner rebate income. These are received progressively throughout the year, rather than in August as budgeted.
2. Statutory Fees – Favourable YTD primarily due to Subdivision Supervision and Plan Checking income being \$236k favourable and income from Fines Victoria being \$78k favourable to budget.
3. User Fees – Unfavourable YTD primarily due to the impact of COVID (BALC, Lanfill, Childcare, etc). The annual forecast assumes a \$2m shortfall at this stage. Further analysis is required on this projection.
4. Capital Grants – Favourable YTD variance relates to timing ie. receiving budgeted grants earlier than was projected in the budget.
5. Operating Grants - The annual forecast has increased by \$880k to reflect the increased allocation of Federal Assistance Grants for 2021/22.
6. Contributions Non Monetary – Favourable YTD variance relates to timing of DCP contributions.
7. Net Gain on Disposal - Favourable YTD variance primarily relates to the sale of some land in Swingers Road, Invermay (\$150k).
8. Other Income - Favourable YTD primarily due to the timing of annual commercial rental income ie. annual rent raised in July, rather than monthly/quarterly.
9. Employee Costs – Favourable YTD primarily due to a high level of vacant positions during the quarter. Annual forecast has been revised down by \$1.2m to reflect a \$800k saving in workcare costs and a further \$400k saving resulting from COVID shut down.
10. Materials and Services – Favourable YTD due to the timing of service delivery and impact of COVID. Annual forecast has been revised down by \$400k due to COVID shutdowns.
11. Bad and Doubtful Debts - Favourable YTD primarily due to timing differences. Bad debts are largely evaluated and accounted for at 30 June 2022.
12. Other Expenses - Favourable YTD primarily due to timing of expenditure.

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Balance Sheet - City of Ballarat

As at 30 September 2021

	Year to Date (YTD)			Annual				
	Adjusted Budget	Actual	Variance	Adopted Budget	Adjusted Budget	Forecast	Variance Adj v F'Cast	Notes
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	
Assets								
Current Assets								
Cash and cash equivalents	84,821	142,487	57,666	47,195	18,118	59,391	41,273	1
Trade and other receivables	12,526	2,718	(9,808)	7,026	7,026	7,026	0	
Rates Receivables	103,220	109,512	6,292	5,500	5,500	5,500	0	2
Fire Services Levy	8,642	9,306	664	0	0	0	0	2
Other Financial Assets	0	2	2	0	0	2	2	
Inventories	400	470	70	400	400	456	56	
Non-Current Assets Classified as Held for Sale	0	0	0	0	0	0	0	
Other assets	200	75	(125)	1,187	1,187	1,307	120	3
Total Current Assets	209,809	264,570	54,761	61,308	32,231	73,682	41,451	
Non-Current Assets								
Trade and other receivables	0	0	0	0	0	0	0	
Other Financial Assets	0	0	0	0	0	0	0	
Investments in associates, joint ventures and subsidiaries	0	0	0	0	0	0	0	
Property, infrastructure, plant and equipment	1,914,002	2,012,486	98,484	2,041,329	1,882,938	1,981,278	98,340	
Right of Use Asset	2,834	1,678	(1,156)	2,834	2,834	1,678	(1,156)	
Investment Property	0	0	0	0	0	0	0	
Other Non-Current Assets	746	12	(734)	746	746	158	(588)	
Works in Progress Expense - Current Year	27,091	14,709	(12,382)	0	173,830	173,830	0	
Total Non-Current Assets	1,944,673	2,028,885	84,212	2,044,909	2,060,348	2,156,944	96,596	
Total Assets	2,154,482	2,293,455	138,973	2,106,217	2,092,579	2,230,626	138,047	
Liabilities								
Current Liabilities								
Trade and other payables	9,089	1,152	7,937	9,089	9,089	9,089	0	
Fire Services Levy	12,325	12,699	(374)	0	0	0	0	2
Trust funds and deposits	11,788	11,262	526	11,788	11,788	14,138	(2,350)	
Provisions	15,560	16,007	(447)	15,560	15,560	15,735	(175)	
Interest-bearing loans and borrowings	3,381	3,381	0	4,692	4,692	4,692	0	
Lease Liabilities	1,302	457	845	1,302	1,302	457	845	
Unearned Income	0	0	0	0	0	0	0	
Other Current Liabilities	0	0	0	0	0	0	0	
Total Current Liabilities	53,445	44,958	8,487	42,431	42,431	44,111	(1,680)	
Non-Current Liabilities								
Trust Funds and Deposits	0	0	0	0	0	0	0	
Provisions	11,729	10,683	1,046	11,729	11,729	10,603	1,126	
Interest-bearing loans and borrowings	35,739	35,739	0	31,047	31,047	31,047	0	
Lease Liabilities	1,591	1,153	438	1,591	1,591	1,153	438	
Other Non-Current Liabilities	0	0	0	0	0	0	0	
Total Non-Current Liabilities	49,059	47,575	1,484	44,367	44,367	42,803	1,564	
Total Liabilities	102,504	92,533	9,971	86,798	86,798	86,914	(116)	
Net Assets	2,051,978	2,200,922	148,944	2,019,419	2,005,781	2,143,712	137,931	
Equity								
Accumulated surplus	1,231,848	1,295,970	64,122	1,255,277	1,229,197	1,292,917	63,720	
Reserves	696,389	767,069	70,680	696,389	696,389	770,120	73,731	
YTD Surplus/(Deficit)	123,741	137,883	14,142	67,753	80,195	80,675	480	
Total Equity	2,051,978	2,200,922	148,944	2,019,419	2,005,781	2,143,712	137,931	

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Balance Sheet - City of Ballarat

As at 30 September 2021

Notes:

The 2021/22 budget and forecast figures have been adjusted to reflect the actual closing balance sheet as at 30 June 2021 and the Council approved carryovers.

1. Cash and cash equivalents balance will reduce throughout the year as the capital works program, including 2020/21 carryovers, is delivered.
2. Rates Receivable and Fire Service Levy balances are high due to rates being raised in full during August. These balances will reduce as lump sum payments and instalments are made. Instalments are due 30 September, 30 November, 28 February and 31 May, with lump sum payments due 15 February 2022.
3. Other Assets balance will increase throughout the year as prepaid expenditure occurs and is recognised.

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Cash Flow Statement - City Of Ballarat

Period Ending 30 September 2021

	Year to Date			Annual					Notes
	Inflows/(Outflows			Inflows/(Outflows			Variance		
	Adjusted			Adjusted					
	Budget	Actual	Variance	Budget	Forecast	Adj v F'Cast			
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000		
Cash flows from operating activities									
Rates and charges	31,062	28,650	(2,412)	133,730	133,730	134,428	698	1	
Statutory fees and fines	1,146	1,604	458	5,423	5,423	5,423	0		
User Fees	5,132	4,708	(424)	20,128	20,180	18,878	(1,302)		
Grants Operating	6,727	9,918	3,191	25,325	24,907	25,787	880		
Grants Capital	193	1,198	1,005	33,500	22,288	22,288	0		
Contributions Monetary	4,376	5,724	1,348	17,569	17,568	17,568	0		
Interest received	189	149	(40)	750	750	750	0		
Net GST Payment/Refund	0	4,101	4,101	0	0	0	0		
Other receipts	462	715	253	1,855	1,855	1,855	0		
Trust funds	500	(1,137)	(1,637)	500	500	0	(500)		
Fire Services Levy	3,683	1,656	(2,027)	0	0	0	0		
Employee Costs	(18,118)	(14,087)	4,031	(72,803)	(73,888)	(73,488)	400	2	
Materials and Services	(21,751)	(28,257)	(6,506)	(81,414)	(82,984)	(85,266)	(2,282)	3	
Short-term, low value and variable lease payments	0	0	0	0	0	0	0		
Other payments	(473)	(210)	263	(1,835)	(1,884)	(1,884)	0		
Net cash provided by (used in) operating activities	13,127	14,732	1,605	82,728	68,445	66,339	(2,106)		
Cash flows from investing activities									
Payments for property, infrastructure, plant and equipment	(27,091)	(14,563)	12,528	(130,936)	(145,730)	(145,730)	0		
Proceeds from sale of property, infrastructure, plant and equipment	51	347	296	1,200	1,200	1,200	0		
Loans and advances to community organisations	0	0	0	0	0	0	0		
Repayment of loans and advances from community organisations	0	0	0	0	0	0	0		
Net cash provided by (used in) investing activities	(27,040)	(14,216)	12,824	(129,736)	(144,530)	(144,530)	0		
Cash flows from financing activities									
Finance costs	(413)	(554)	(141)	(1,563)	(1,563)	(1,563)	0		
Proceeds from interest bearing loans and borrowings	0	0	0	0	0	0	0		
Repayment of interest bearing loans and borrowings	(1,100)	(1,100)	0	(4,481)	(4,481)	(4,481)	0		
Interest paid - lease liability	0	0	0	0	0	0	0		
Repayment of lease liabilities	0	0	0	0	0	0	0		
Net cash provided by (used in) financing activities	(1,513)	(1,654)	(141)	(6,044)	(6,044)	(6,044)	0		
Net increase/(decrease) in cash and cash equivalents	(15,426)	(1,138)	14,288	(53,052)	(82,129)	(84,235)	(2,106)		
Cash and cash equivalents at the beginning of the period	100,247	143,625	43,378	100,247	100,247	143,626	43,379		
Cash and cash equivalents at the end of the period	84,821	142,487	57,666	47,195	18,118	59,391	41,273		
Less Restricted Cash									
Sub Dividers Reserve	(3,210)	(3,043)	167	(3,210)	(3,210)	(12,864)	(9,654)		
Developer Contributions Reserve	(17,957)	(12,614)	5,343	(17,957)	(17,957)	(8,290)	9,667		
Asset Realisation Reserve (Sale of Land)	0	(3,346)	(3,346)	0	0	0	0		
Waste Reserve	(733)	0	733	(733)	(733)	(733)	0		
Trust Funds and Deposits	(11,788)	(11,262)	526	(11,788)	(11,788)	(14,138)	(2,350)		
Total Restricted Cash	(33,688)	(30,265)	3,423	(33,688)	(33,688)	(36,025)	(2,337)		
Unrestricted Cash	51,133	112,222	61,089	13,507	(15,570)	23,366	38,936		

Notes:

The budget and forecast figures have been adjusted to include Council approved carryovers.

- Cash flow from Rates and Charges is unfavourable by \$2.4m. Council are not currently charging penalty interest for non payment of rates, which may be impacting this. Officers will continue to undertake the process of collecting outstanding rates in accordance with Council policy.
 - Employee costs are down which is reflective of the YTD savings due to a high level of vacant positions.
 - Materials and Service payments are above budget primarily due to the timing of the creditor payments in June/July 2021. i.e. Trade payables balance at 30 June 2021 totalled \$12.6m, compared to a balance of \$1.2m at 30 September.
- The other items in the cashflow are generally reflective of the YTD Income Statement and Capital Works Statement.

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Statement of Capital Works - City of Ballarat

Period Ending 30 September 2021

	Year to Date			Annual			
	Adopted Budget \$'000	Actual \$'000	Variance \$'000	Adopted Budget \$'000	Adjusted Budget \$'000	Forecast \$'000	Variance Adj v F'Cast \$'000
Property							
Land	0	0	0	10,000	10,000	10,000	0
Land improvements	50	0	50	200	200	200	0
Total land	50	0	50	10,200	10,200	10,200	0
Buildings							
Buildings	2,677	1,863	814	6,196	7,065	7,065	0
Heritage buildings	1,117	1,008	109	3,117	6,652	6,652	0
Building improvements	1,022	569	453	9,511	10,829	10,829	0
Leasehold improvements	0	0	0	0	0	0	0
Total buildings	4,816	3,440	1,376	18,824	24,546	24,546	0
Total property	4,866	3,440	1,426	29,024	34,746	34,746	0
Plant and equipment							
Heritage plant and equipment	0	0	0	0	0	0	0
Plant, machinery and equipment	1,659	1,298	361	5,379	6,146	6,146	0
Fixtures, fittings and furniture	0	0	0	0	0	0	0
Computers and telecommunications	2,527	283	2,244	5,542	5,542	5,542	0
Library books	125	66	59	414	498	498	0
Total plant and equipment	4,311	1,647	2,664	11,335	12,186	12,186	0
Infrastructure							
Roads	6,282	1,411	4,871	33,841	36,551	36,551	0
Bridges	100	0	100	377	377	377	0
Footpaths and cycleways	570	211	359	2,479	2,479	2,479	0
Drainage	320	102	218	3,680	3,680	3,680	0
Recreational, leisure and community facilities	5,973	3,435	2,538	27,460	30,770	30,770	0
Waste management	216	577	(361)	4,068	4,068	4,068	0
Parks, open space and streetscapes	1,849	202	1,647	7,588	7,905	7,905	0
Aerodromes	0	39	(39)	0	0	0	0
Off street car parks	919	461	458	2,070	2,471	2,471	0
Other infrastructure	1,685	158	1,527	9,014	10,497	10,497	0
Total infrastructure	17,914	6,596	11,318	90,577	98,798	98,798	0
Total capital works expenditure	27,091	11,683	15,408	130,936	145,730	145,730	0
Represented by:							
New asset expenditure	9,549	3,513	6,036	51,751	54,027	54,027	0
Asset renewal expenditure	12,931	5,864	7,067	63,049	69,527	69,527	0
Asset expansion expenditure	0	0	0	0	0	0	0
Asset upgrade expenditure	4,611	2,306	2,305	16,136	22,176	22,176	0
Total capital works expenditure	27,091	11,683	15,408	130,936	145,730	145,730	0

Notes:

Budget and forecast figures have been adjusted to include approved carryovers.

- The Capital Works statement is showing total spend to 30 September of \$11.7m. This is:
 - 43% of the year to date budget of \$27.1m;
 - 8% of the forecast capital budget of \$145.7m.

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Key Performance Indicators - City Of Ballarat

Period Ending 30 September 2021

	Year to Date			Annual			
	Adjusted Budget \$'000	Actual \$'000	Variance \$'000	Adopted Budget \$'000	Adjusted Budget \$'000	Forecast \$'000	Variance Adj v F'Cast \$'000
Comprehensive Income Statement	123,741	137,883	14,142	67,753	80,195	80,675	480
Capital Expenditure	27,091	11,683	15,408	130,936	145,730	145,730	0
Cash and Investments	84,821	142,487	57,666	47,195	18,118	59,391	41,273
Net cash provided by (used in) operating activities	13,127	14,732	1,605	82,728	68,445	66,339	(2,106)
Net cash provided by (used in) investing activities	(27,040)	(14,216)	12,824	(129,736)	(144,530)	(144,530)	0
Net cash provided by (used in) financing activities	(1,513)	(1,654)	(141)	(6,044)	(6,044)	(6,044)	0
	Year to Date			Annual			
	Adjusted Budget \$'000	Actual \$'000	Variance \$'000	Adopted Budget \$'000	Adjusted Budget \$'000	Forecast \$'000	Variance Adj v F'Cast \$'000
Rate Receivables	111,862	118,818	(6,956)	5,500	5,500	5,500	0
Working Capital	156,364	219,612	63,248	18,877	(10,200)	29,571	39,771
Working Capital %	393%	588%	196%	144%	76%	167%	91%
Unrestricted cash	51,133	112,222	61,089	13,507	(15,570)	23,366	38,936
Unrestricted cash %	96%	250%	154%	32%	-37%	53%	90%
Indebtedness %	35%	34%	0%	27%	27%	26%	-1%
Adjusted underlying result	65%	71%	6%	3%	-6%	-6%	0%
Rates concentration	90%	90%	1%	65%	70%	71%	0%
Loans and borrowings compared to rates	29%	30%	0%	27%	27%	27%	0%
Loans and borrowings repayments compared to rates	1%	1%	0%	5%	5%	5%	0%
Asset renewal and upgrade compared to depreciation	169%	79%	-91%	191%	221%	221%	0%

Notes:

- These indicators assist Council in monitoring Council's short term financial sustainability and performance against budget.
- Adjusted budget and Forecast figures have been amended to reflect the actual audited closing financial position at 30 June 2021.






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Goal 1: An environmentally sustainable future







1.1 Transition towards zero emissions

2122.1.1.1	Invest in key initiatives including methane capture, renewable energy, green vehicles and energy efficiency		In progress	Methane capture ongoing at Ballarat Regional Landfill. Solar installations commissioned at Girrabanya Childcare Centre, Wendouree Children's Centre and Sebastopol Library. Work to commence on Green Vehicle business case in February 2022
2122.1.1.2	Through the City of Ballarat's Sustainability and Education Officer scope an education strategy to provide for enhanced sustainability outcomes in the community		In progress	Recruitment of Sustainability Strategy and Education Officer will commence in November 2021. Education Strategy scope to be completed late in 21/22
2122.1.1.3	Commit to continue our sponsorship of Smart Living Ballarat (SMB) to partner with the City of Ballarat to deliver sustainability education to community		Completed	Agreement extended. Sponsorship payment paid on 20 October 2021
2122.1.1.4	Develop and implement a project charter and project plan to progress with the Net Zero Carbon Emissions Plan		In progress	Project plan complete, Consultant engaged to develop Net Zero Carbon Emissions Plan. Expected to be completed 30 June 2022
2122.1.1.5	Attend working groups or other relevant forums to identify opportunities to better support the Grampians Roadmap to Zero Emissions Plan		In progress	We have identified the opportunity to support the Grampians Roadmap by including it in our review for developing the Ballarat Zero Emissions Plan.



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2122.1.1.6

Engage with key stakeholders and community to help deliver the Net Zero community emissions target




In progress

Stakeholder engagement planned to commence January 2022 with Community Engagement and consultation on the draft Net Zero community emission plan to occur in May 2022.

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1.2 Transition towards zero waste

2122.1.2.1	Develop the Kerbside Transition Plan commensurate with the state-wide reforms of the Recycling Victoria Policy 2020, and in collaboration with neighbouring Councils and the Grampians Central West Waste and Resource Recovery Group (GCWWRRG)		In progress	Draft Kerbside Transition Plan submitted to DELWP. Kerbside Reform Support Fund Agreement has been signed. Roadmap for FOGO and Glass Services to be developed by June 2022
2122.1.2.2	Review and update service delivery master plans for all environmental services in line with state and national policy reforms and updated growth projections		Not yet started	To commence in January 2022
2122.1.2.3	Modernise and future proof environmental data systems to report against service delivery key performance indicators		Not yet started	To commence January 2022
2122.1.2.4	Complete construction of cell one at the Ballarat Regional Landfill and plan for new airspace as required		In progress	New Cell (Cell 1) on track for completion and commissioning in December 2021
2122.1.2.5	Continue with projects that support development of the circular economy		In progress	Materials Recycling Facility – Land negotiations with Development Victoria ongoing, Advocacy program launched in early October 2021 Support for private sector opportunities to develop in the Circular Precinct are ongoing, including Energy Recovery (W2E) Circular Ballarat was launched on 9 September 2021, including two programs to help support Ballarat businesses work toward building a circular economy: ASPIRE – an online marketplace provides a matching service for businesses to

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				purchase or exchange resources that would otherwise be discarded and end up in landfill. Ready, Set, Grow! Business Development Program – to build capacity for Ballarat businesses to identify and activate circular economy growth opportunities
2122.1.2.6	Work with stakeholders including the Victorian Government and the regional waste group to enhance the knowledge and education of our community with regard to waste and circular economy		In progress	Materials Recycling Facility – Land negotiations with Development Victoria ongoing, Advocacy program launched in early October 2021 Circular Ballarat was launched on 9 September 2021, including two programs to help support Ballarat businesses work toward building a circular economy: ASPIRE – an online marketplace provides a matching service for businesses to purchase or exchange resources that would otherwise be discarded and end up in landfill. Ready, Set, Grow! Business Development Program – to build capacity for Ballarat businesses to identify and activate circular economy growth opportunities
2122.1.2.7	Support the community and business to reduce waste generation and improve the quality and contamination levels of waste and recycling streams		In progress	Completed: 17 August 2021 – Facebook post Pass on Glass recycling collection system promotion 27 September 2021 – Facebook post addressing contamination in recycling bins of DIY refuse during the pandemic. The “don’t dump your DIY junk” Planned: 6 October 2021 – Facebook post about what can be placed in yellow bin and addressing a spike in eWaste, food waste, textiles soft plastics, timber, 13 October 2021 – Facebook Post about what metals can go into your yellow-lid recycling bin and what cannot. 20 October 2021 – Facebook Post about recycling contamination (building materials) published 20 October 2021 – The City of Ballarat Waste Services Team will be joining Smart

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Living Ballarat for a presentation on the importance of reducing contamination in the yellow-lid recycling bin and reducing waste in landfill.

2122.1.2.8	Identify product stewardship initiatives with local industries		Not yet started	Not yet started
2122.1.2.9	Identify opportunities for integrated waste management in new housing developments		Not yet started	<p>Work will commence in Nov/Dec to identify opportunities to trial a central repository/collection points in a new medium or high density multi-unit dwelling subdivision.</p> <p>Waste Management Plan Guidelines for multi-unit developments will be completed by June 2022.</p>
2122.1.2.10	Identify opportunities to trial innovation in road construction using in situ materials and recycled materials		Ongoing	<p>The City's Engineering Department has trialled several innovations in recent years in the delivery of the Capital Works Program. These include:</p> <p>1. Reconphalt. This is a conventional asphalt substitute product developed by Downer Group which includes recycled materials such as soft plastic (food wraps etc), ink toner waste, recycled asphalt pavement (RAP), glass and blast furnace slag from the steel industry. Trialled in Birdwood Avenue, Sebastopol this product is advertised as having higher flexibility, better bonding strength, higher heat resistance and increased durability than regular asphalt. It is also said to be quieter running (reduced road noise) due to the polymer content. Laid in 2019, the product is holding up very nicely at this stage and performing well.</p> <p>2. Nano tech Civil, Terral Liquid 3000. This is a liquid based road water proofing and stabilising product. In situ road base material is milled and mixed with the Terra liquid and re-laid, graded and compacted. A new wearing course is then</p>

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laid for a rehabilitated road. Terra Liquid is extensively used in Europe as a water proofing agent for roads in wet environments. It permanently changes the state of the in situ material by bonding sediment together at a molecular level. Unlike concrete a Terra liquid treated road remains flexible and can be used in a sealed and unsealed road rehabilitation project. The product, once cured does not allow water penetration into the road base and stops premature failure. Trialled in 2021 on our lesser traffic rural roads of Coghill's Creek Road, Glendaruel and Orchard Lane, Brown Hill benefits include minimal or zero net new materials added to the road pavement hence preserving valuable quarry product and up to 40% lower construction costs as compared to conventional road construction techniques. Photo attached.

3. Innovo and Plastiphalt. Locally produced products by Boral similar to Reconphalt to be trialled in 2022.

4. Glass primer seal. Glass screens are used as a substitute for aggregate in the application of primer sealing prior to asphaltting works. Trialled at the Cuthberts Roads/ Whites Road roundabout in 2020, there is no observable reason not to roll this product out on a larger scale.

5. Helix micro rebar. Helix has produced a concrete reinforcement alternative to the traditional steel mesh reinforcement. Small spiral twisted slithers of high tensile steel are mixed in directly at the concrete mill for use in the City's concrete footpath network. Benefits include less labour intensive to pour, higher sheer strength (crack resistance), reduced cost and less concrete used. A standard 100mm thick concrete section has better sheer strength characteristics than the conventional 125mm thick steel mesh reinforced product. It is intended to roll this product out further in the subdivision development sector.



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2122.1.2.11	Identify opportunities to trial alternative waste collection and treatment techniques in a new subdivision		Not yet started	Work will commence in Nov/Dec to identify opportunities to trial a central repository/collection points in a new medium or high density multi-unit dwelling subdivision. Waste Management Plan Guidelines for multi-unit developments will be completed by June 2022.
2122.1.2.12	Create a taskforce with key stakeholders to address the issues of litter and rubbish dumping		In progress	Taskforce created including City of Ballarat (Waste & Environment, Compliance, Operations, Infrastructure, Major Developments), EPA and the Waste & Resource Recovery Group.
2122.1.2.13	Explore waste reduction options for Children's Services program		In progress	Completion of solar installation audits - Girrabanya, Wendouree and Sebastopol Strategies underway to reduce waste and increase recycling at integrated children's centres.

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1.3 Support Communities to be adaptive and resilient to a changing climate

2122.1.3.1	Report on our solar energy output and savings on City of Ballarat facilities, and continue to rollout installations at other sites		In progress	Solar installations completed at Girrabanya Childcare Centre, Wendouree Children's Centre and Sebastopol Library. Design completed for city library, to be delivered as part of refurbishment project
2122.1.3.2	Undertake a gap analysis of best practice climate adaptation embedment into the City of Ballarat's key plans and work practices		Not yet started	To commence in January 2022
2122.1.3.3	Undertake annual tree planting as per the Urban Forest Plan to meet 40 per cent tree canopy cover		In progress	Planting has continued through the winter and spring period with 700 trees being planted thus far. Planning continuing for the remainder of the financial year, with the confirmation of locations and securing the required tree stock.
2122.1.3.5	Partner with Central Highlands Water to explore options for use of recycled water at selected sporting reserves		In progress	Inception meeting with CHW planned for early November to identify opportunities
2122.1.3.6	Develop Climate Change into Emergency Management Sector Report		Not yet started	Development of this report is yet to start. Officers are waiting on a final Grampians Region Climate Adaptation Strategy being produced by the Department of Environment, Land, Water and Planning. The regional strategy will be important in shaping a municipal based report.
2122.1.3.7	Develop Community Garden Policy and Guidelines		Not yet started	Not yet started



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1.4 Provide lower carbon transport options

2122.1.4.1	In conjunction with the objectives of the Integrated Strategic Transport Plan, identify future capital works that help to best deliver lower carbon transport options		Ongoing	The City of Ballarat is working in partnership with the Department of Transport for the delivery of the Ballarat Connections project. This project has identified missing cycle path network links and a works plan is underway for the delivery of these projects over the next three years.
2122.1.4.2	Deliver planned annual capital projects that expand the city's footpath and bicycle path networks		In progress	The City of Ballarat has embarked on a delivery increase for footpath and cycle path network connections around the city. \$1.5M will be spent on new footpath connections and an additional \$915,000 grant has been provided by the Department of Transport for a shared cycle path between Wendouree Station and Miners Rest along Learmonth Road. Additional cycling paths are being constructed in the 2021/22 FY to extend Ballarat's cycling path network and will continue over the next 3 years.

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1.5 Improved stewardship of our natural resources and protection and enhancement of biodiversity

2122.1.5.1	Scope a comprehensive State of the Environment Report that represents the municipality		Not yet started To commence in January 2022
2122.1.5.2	Continue to support environmental and community groups to achieve shared natural resources objectives with the City of Ballarat		Ongoing Increased resources for the Sustainable Environment team, this includes the recruitment of two Natural Resource Officers. Ballarat Community Nursery also supporting local environmental and community groups.
2122.1.5.3	Develop policy guidance on biodiversity and natural resources management		Not yet started To commence January 2022

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1.6 Adopt more sustainable practices for our core business

2122.1.6.1	Review and update mechanisms to understand and consider real environmental costs when evaluating projects, contracts and services		Not yet started	Scope to be developed in October 2021. Revised Procurement Policy to be presented to Council May 2022
2122.1.6.2	Enhance the Procurement Policy to enhance sustainability outcomes		Not yet started	Scope to be developed in October 2021. Revised Procurement Policy to be presented to Council May 2022
2122.1.6.3	Scope and develop an Environmental Management System for managing environmental risk and enhance compliance		Not yet started	To commence in January 2022
2122.1.6.4	Construct more sustainable infrastructure through design, use of alternative materials and technology innovation		Ongoing	The City of Ballarat is trialling a new composite footbridge construction at Scotchmans Lead in 2022. Made from recycled plastic composites, the footbridge is advertised to have a design life of 100+ years and has minimal maintenance requirements
2122.1.6.5	Pursue road construction techniques with less reliance on virgin quarry materials and more sustainable practices		Ongoing	<p>The City of Ballarat's Engineering Department has trialled several innovations in recent years in the Capital Works Program delivery. These include:</p> <p>1. Reconphalt. This is a conventional asphalt substitute product developed by Downer Group which includes recycled materials such as soft plastic (food wraps etc), ink toner waste, recycled asphalt pavement (RAP), and steel industry glass and blast furnace slag. Trialled in Birdwood Avenue, Sebastopol, this product is advertised as having higher flexibility, better bonding strength, higher heat resistance and increased durability than regular asphalt. It is also said to reduce road noise due to the polymer content. Laid in 2019, the product is</p>

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holding up well.

2. Nano Tech Civil, Terral Liquid 3000. This is a liquid-based, road water proofing and stabilising product. Terra Liquid is extensively used in Europe as a water proofing agent for roads in wet environments. Unlike concrete, a Terra Liquid treated road remains flexible and can be used in a sealed and unsealed road rehabilitation project. The product, once cured, does not allow water penetration into the road base and stops premature failure. Trialled in 2021 on lesser traffic rural roads of Coghill's Creek Road, Glendaruel and Orchard Lane, Brown Hill. Benefits include minimal or zero net new materials added to the road pavement hence preserving valuable quarry product and up to 40% lower construction costs compared to conventional road construction techniques.

3. Innovo and Plastiphalt. Locally produced Boral products similar to Reconphalt to be trialled in 2022.

4. Glass primer seal. Glass screens are used as an aggregate substitute in the application of primer sealing prior to asphaltting works. Trialled at the Cuthberts Roads/ Whites Road roundabout in 2020, there is no observable reason not to roll this product out on a larger scale.







5. Helix micro rebar. Helix has produced a concrete reinforcement alternative to the traditional steel mesh reinforcement. Small spiral twisted slithers of high tensile steel are mixed in directly at the concrete mill for use in the City of Ballarat's concrete footpath network. Benefits include less labour intensive to pour, higher sheer strength (crack resistance), reduced cost and less concrete used. It is intended to roll this product out further in the subdivision development sector.

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Goal 2: A healthy, connected and inclusive community

2.1 Provide a socially equitable response to municipal growth and change

2122.2.1.1	Develop and deliver priorities from a four year Age-Friendly Ballarat Strategy to ensure our community is accessible for all residents.		In progress	The Age Friendly Strategy is in concept stage, and is scheduled to go to Council Briefing 22 October
2122.2.1.2	Deliver upgrade to Sebastopol South Kindergarten		Not yet started	Not yet started
2122.2.1.3	Plan for the development of the Early Parenting Centre		In progress	Project led and facilitated by Victorian Health Building Authority. Participated in two meetings with the Community Action Group for the Ballarat EPC development.
2122.2.1.4	Implementation of Active Women and Girls Strategy initiatives		Ongoing	Final year of plan. Implementing actions and initiatives
2122.2.1.5	Carry out feasibility studies for a future relocated Wendouree Library and Community Hub and a future Delacombe Town Centre Library and Community Hub		In progress	Prior planning for these two future libraries is in progress with a draft EOI document developed for release before the end of the year.
2122.2.1.6	Develop and deliver priorities from a new four year Municipal Early Years Plan to ensure our community is inclusive of and accessible for children		In progress	Stakeholder consultation sessions have been held and the draft plan will be taken to co-design workshops to finalise the actions. The final plan will be delivered in February 2022.



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2122.2.1.7

Administer the Community Impact Grant and Strategic Partnership Grant programs



Ongoing

All Strategic Partnerships Program and Community Impact Grants Program grant guidelines, application forms and assessments for the Strategic Partnerships Program and the Community Impact Grants Program were either developed or reviewed and updated. Six applications for the Strategic Partnerships Program applications were received in the first window for applications. Eighteen applications were received for the Round 1 of the Community Impact Grant Program's round one.

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2.2 Enhance social cohesion, address isolation and loneliness, and support vulnerable communities

2122.2.2.1	Implement the Ballarat Aquatic and Lifestyle Centre inclusion program		In progress	Creating and implementing a community engagement plan aligned to the City of Ballarat Health & Wellbeing plan 2021 – 2031. At least four priority areas will be targeted with measurable outcomes through BALC programming in 2021/2022
2122.2.2.2	Continue delivery of the Ageing Well Social Connections program		Ongoing	COVID-19 restrictions have limited all regular activities. Staff, in consultation with participants, introduced new initiatives of activity packs which have been delivered to individuals in their home. The activities have been designed to promote brain, mental and physical health. All participants were contacted by phone fortnightly by the program staff. With permission from participants, contact details were shared so friends could still catchup as restrictions allowed. Formal social programs are due to recommence late November 2021. Prior to restrictions coming in, on average there were 300 residents who participated in a variety of activities.
2122.2.2.3	Participate in Ballarat Community Safety Partnership and facilitate an internal community safety working group		Ongoing	New Ballarat Community Safety Partnership met for the first time in August. Membership and Terms of Reference confirmed. The group has led the development of a funding application to the Department of Justice and Community Safety's – Empowering Communities Program which was submitted in September.
2122.2.2.4	Partner with industry, government and across the City of Ballarat to address the systemic and local factors that contribute to the vulnerability of children and families, such as through partnerships with family violence and health promotion organisations		Ongoing	Continued to develop the MCH nurse role within The Orange Door in Ballarat; establish operations, referral pathways and early year's consultations as part of TOD (need to know what TOD is?) in-reach team. Commenced paediatric. Occupational Therapy service in partnership with MCH program (Sept 2021). Established children's referral pathway for children that may benefit from early intervention and NDIS linkage. Commenced Perinatal Emotional Health Clinician role in Enhanced MCH

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			<p>program; provides support to families experiencing mental health concerns in the perinatal period, with linkage to specialist programs in Ballarat.</p> <p>Continued representation in Intensive Infant Response Panel (IRRP) – DFFH; participation in social worker network to improve seamless care transitions between ante-natal and postnatal care pathways; continued leadership in Hospital Liaison Group meetings (Ballarat)</p> <p>Participation in Family Violence Multi-Agency Risk Assessment and Management Framework (MARAM) and information sharing; training, networks, documentation and contribution to shared activities that support change of clinical practice with child and victim safety planning. Continuation to build networks for specialist support and referral.</p> <p>Continued partnership in early parenting with Early Matters for parent groups in family violence prevention and relationship adjustments.</p> <p>Representation on the Central Highlands Integrated Family Violence Committee.</p>
2122.2.2.5	Provide programs and support through the Ballarat Animal Shelter		<p>In progress</p> <p>Through the Domestic Animal Management Plan – continue to provide responsible pet ownership education programs and provide enhanced opportunities to respond to reports of concern relating to pet ownership and pet socialisation in public spaces.</p>
2122.2.2.6	Ensure provision of up-to-date information about services and activities in Ballarat through the establishment of an online community directory		<p>Not yet started</p> <p>Not yet started.</p>
2122.2.2.7	Review the Statement of Commitment to preventing all forms of violence		<p>In progress</p> <p>A Prevention of Violence Against Women Leadership Statement is being led by the internal Gender Equity Committee and is due to be launched during the 16 Days of Activism Against Gender-based Violence in November. A Family Violence Social Policy Statement is also being updated. This outlines the City of Ballarat's role in the prevention of violence against women.</p>



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2122.2.2.8

Provide safety and amenity perspectives on liquor licence applications



In progress

Comments provided on public safety and amenity grounds for applications referred by the Victorian Commission for Gambling and Liquor Regulation.

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2.3 Support and improve community learning, community health and wellbeing

2122.2.3.1	Implement year one of the Libraries and Learning Strategy		In progress	Work has commenced on developing a draft strategy to be presented to Council for provisional approval on November 24 2021.
2122.2.3.2	Implement year one of the Health and Wellbeing Plan 2021–2031		In progress	Year one action plan finalised and distributed to relevant staff. All staff involved have been informed of reporting requirements. Officers are working closely with VicHealth to refine the health promotion modules content which form part of the action plan.
2122.2.3.3	Establishment of Maternal and Child Health Sleep and Settling program		In progress	<p>Sleep and settling outreach consultation program established with casual staffing model for the past 12 months. Consumer feedback of 100 % client satisfaction and positive evaluation on changed family outcomes to improve wellbeing.</p> <p>Sleep and settling information groups commenced July 2021 with casual staffing model; online options offered in COVID-19 impacted periods. Presentation materials collated to provide evidence, development and behavioural information around child's age and sleep and settling options to support parents.</p>
2122.2.3.4	Continue to progress Food Strategy 2019–2022 priorities		In progress	Confirmation Monash University students will be working on a project which encourages school food gardens to become local community gardens. Further Improvements are also being proposed to food and drinks available at outdoor pools and the Ballarat Sports and Events Centre for the 21/22 pool season.
2122.2.3.5	Implementation of Active Ballarat Strategy initiatives		Ongoing	Strategy actions and initiatives being implemented

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2.4 Enhance a sense of pride and belonging for residents

2122.2.4.1 Coordinate community engagement for the Spotlight on Sebastopol program



In progress

Three Project Control Group meetings and one Community Reference Group meeting took place during the quarter. A new proposal for additional MR Power Park recreational facilities was developed, a new Sebastopol RSL Community Hall proposal was scoped, Victorian / Albert Street community and business engagement process commenced, plus a MySay page was established for Community Reference Group members.

2122.2.4.2 Facilitate stakeholder engagement for the Strengthening Wendouree program





In progress

Three Project Control Group meetings and one Community Reference meeting held during the quarter. A targeted community engagement process was completed for a laneway connecting into the reserve. Construction of a BMX pump track commenced on site.

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2.5 Prioritise reconciliation with Aboriginal and Torres Strait Islander Peoples

2122.2.5.1	Implement year one of the Reconciliation Action Plan		In progress	A consultant has been selected to assist with the City of Ballarat's Reconciliation Action Plan. Consultation and community engagement will commence in November 2021.
2122.2.5.2	Recognition through our Recreation Capital Program through our flags and Plaques Installation Plan		In progress	Initial discussions around a Flags and Plaques Installation Plan are being worked through. Flags are included in the current Ballarat Sports & Events Centre (BSEC) upgrades scope and further opportunities to provide recognition through the Recreation Capital Program will be planned out.

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2.6 Provide opportunities for children, young people and families

2122.2.6.1	Implement year one of the Youth Strategy		In progress	Youth Strategy pre planning is in progress. Councillors will be briefed on the future strategy before consultation commences in November 2021.
2122.2.6.2	Deliver VicHealth Creating environments and opportunities for healthy tweens in Ballarat Program		In progress	A Healthy Choice set of guidelines for Ballarat outdoor pool kiosks are being developed. A Kids design competition – "design a park, street or event that makes kids feel happy and healthy" – was delivered and evaluated with over 120 competition entries.
2122.2.6.3	Continued provision of Children's Week activities to celebrate and acknowledge our youngest residents		In progress	We are not able to run large scale face-to-face activities at this time. We are again consulting with children via the MySay platform and producing a video interviewing children about the Children's Week theme.
2122.2.6.4	Provide work placement, work experience and volunteer opportunities through the Ballarat Animal Shelter		Ongoing	During the pandemic, lockdowns and implementation of restricted activities, there have been limited opportunities to provide work placement, work experience and volunteer opportunities. However with restrictions easing, we will be looking to resume these activities, including school work experience with St. Patrick's College, work placements and reintroduction of volunteers.
2122.2.6.5	Support the delivery of Job Skills for young people		Withdrawn	The Work Experience Program (for work experience requests and school liaison) is under review by Council's People and Culture Team. All placements and work experience opportunities are currently on hold until this review is complete.
2122.2.6.6	Delivery of the Skate and Active Recreation Program		Ongoing	Implementing action plan and projects identified within strategy

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2.7 Support our ageing community

2122.2.7.1	Facilitate co-designed social connections programs through the Ballarat Aquatic and Lifestyle Centre that support and improve the health and wellbeing of residents		Ongoing	COVID-19 restrictions have limited progress on this. All activities will recommence when BALC is fully operational. On average there are 300 residents who participate on a weekly basis in both the wet and dry programs developed with the participants using co-design principles so residents' needs are met.
2122.2.7.2	Advocate for Age-Friendly Communities and commence the accreditation process for the WHO Age-Friendly Cities		In progress	This is linked to the Age Friendly Strategy and will be included in its action plan. It is anticipated this will be achieved in year three of the Council Plan. The Ageism Awareness campaign began in October 2021 with presentations to all staff of the Every AGE Counts campaign coinciding with the International Day of Older Person.
2122.2.7.3	Develop and facilitate networks and partnerships in the community to develop opportunities for residents as they age		Not yet started	This will be included in the Age Friendly Strategy action plan and expected to begin in year two of this Council Plan.

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2.8 Enhance Ballarat as a diverse, inclusive and compassionate community





2122.2.8.1	Develop LGBTIQ+ Inclusion Plan and co-ordinate new LGBTIQ+ Advisory Committee		In progress	Eighteen responses were received from the LGBTIQ+ Advisory Committee Expression of Interest process. Ballarat City Council will consider endorsing the membership at October's Council meeting.
2122.2.8.2	Implement universal access training and embed in project planning and delivery		In progress	The City of Ballarat has joined the Local Government Universal Design Network. A link to free universal access training has been promoted and circulated for staff to access.
2122.2.8.3	Develop a Disability Access and Inclusion Plan		In progress	Three new members were appointed to the Disability Advisory Committee this quarter with one meeting facilitated. A new annual Disability and Inclusion Plan action plan has been developed. The committee has reviewed the existing plan and has made some recommendations for a new plan development moving forward.
2122.2.8.4	Update Social Policy Position Statements in line with legislation and organisational plans		In progress	A new Prevention of Family Violence Position Statement is being developed. An update to the Preventing Gambling Harm Position Statement will be provided following Ballarat City Council's consideration of the Gambling Harm Minimisation Policy.



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2.9 Prepare proactively for emergencies and natural disasters

2122.2.9.1	Facilitate Ballarat's Municipal Emergency Management Planning Committee		In progress	One MEMPC meeting was held during the quarter. The committee formally reviewed flood prevention and management arrangements.
2122.2.9.2	Undertake fire hazard inspections and other duties as required under the CFA and FRV Act		In progress	Official designation of five Neighbourhood Safer Places / Places of Last Resort confirmed for 2021/22. They are Invermay Recreation Reserve, the Ballarat CBD, Canadian Lakes, Mount Clear Midvale and Buninyong Town Centre. All information is now available on the City of Ballarat's website.
2122.2.9.3	Include pets in Emergency Management Plan		In progress	The next Domestic Animal Management Plan is currently in draft, has been out for consultation and is almost ready for Ballarat City Council endorsement. This new Domestic Animal Management Plan will proactively adopt strategies for pet care during emergencies and natural disasters through an emergency management plan for pets and animals in our care during bushfire seasons and other local state emergencies.
2122.2.9.4	Coordinate a series of emergency services displays and expos		In progress	Program in place for a range of emergency services education activities for Children's Week, from 25 October 2021.

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Goal 3: A city that fosters sustainable growth

3.1 Ensure housing supply, diversity and affordability can meet the needs of our growing and changing community

2122.3.1.1	Contribute to affordable and social housing strategies and projects capitalising on opportunities presented by the Big Housing Build.		In progress	City of Ballarat officers have provided feedback to the draft Homes Victoria Delacombe Project following a briefing to Councillors.
2122.3.1.2	Develop the Ballarat Housing Strategy		In progress	Ballarat Housing Strategy discussion paper prepared and released for community feedback. Comments, feedback and suggestions provided have been reviewed and are being considered along with the Draft Ballarat Neighbourhood Character Assessment and other strategic work. Draft Housing plan is currently being prepared.

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3.2 Facilitate opportunities for infill residential development

2122.3.2.1	Develop a Building Conversion Guide for shop-top living		Not yet started Not yet started.
2122.3.2.2	Develop a CBD Urban Design Framework		In progress A draft Urban Design Framework (UDF) and a Skyline and Views Study have been prepared for the Ballarat CBD. Consultation feedback is being considered alongside drafting of the associated planning controls.
2122.3.2.3	Develop an Employment Lands Strategy		In progress To help meet future community needs, the City of Ballarat is undertaking an employment lands review to ensure Ballarat will be able to support and grow local industry. A draft strategy was released for community feedback in early September 2021.



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3.3 Ensure urban growth planning delivers high quality communities

2122.3.3.1 Continued development of required precinct structure plans



In progress

Growth area planning continues with current focus on defining the boundaries of the Precinct Structure Planning areas.



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**3.4 Ensure environmental sustainability outcomes are embedded in new developments****2122.3.4.1****Develop an Environmentally Sustainable Design (ESD) policy****In progress**

Scoping of future Environmentally Sustainable Design Policy opportunities, including in partnership with other regional Councils and the State Government.

2122.3.4.2**Include Environmentally Sustainable Development principles in precinct structure plans****In progress**

Growth Area Planning continues in its early stages – with future preparation of Precinct Structure Plans to include Environmentally Sustainable Design principles

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3.5 Achieve better quality sustainable design outcomes in both Council and private developments

2122.3.5.1 Continue to provide CBD streetscape designs including greening, heritage and DDA compliance considerations in consultation with our community



Ongoing

This is an ongoing goal with a number of actions. The following actions have been completed in the previous quarter:

- recruitment of a dedicated heritage advisor
- commitment to establish an Urban Design Panel

2122.3.5.2 Establish a Design Review Panel



In progress

Expression of Interest for panel members received. Interviews of shortlisted applicants underway.

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3.6 Unlock potential in major brownfield redevelopment sites

2122.3.6.1

Remediation works for La Trobe Street Saleyards Precinct



Ongoing

Preparing brief for consultants to develop a Rehabilitation Management Plan.

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3.7 Create great precincts and places for people

2122.3.7.1	Review and update the Ballarat Major Events Precinct Plan		Not yet started	Funding application pending to support delivery.
2122.3.7.2	Complete an update of the Marty Busch Reserve Master Plan		In progress	Consultation phase currently being undertaken.
2122.3.7.3	Deliver My Neighbourhood Capital Program based on local community priorities		In progress	A new Environmental Management Plan has been funded for the Ballarat Community Garden. Planning and development work is currently underway for a Sebastopol Dog Park shelter, an MR Power Park BBQ, shelter and 3x3 basketball court at MR Power Park and a Doug Dean Reserve 3x3 basketball court.
2122.3.7.4	Coordinate Community Safety Infrastructure Grant applications, projects and reporting		In progress	An application was submitted to the Department of Justice and Community Safety's Empowering Communities Program in September.
2122.3.7.5	Implement recommendations from the Right to the Night – Health and Education Precinct project		In progress	Consultant engaged to undertake project evaluation.
2122.3.7.6	Implement recommendations from the City Safe Taxi Rank Evaluation and Community Safety Review		In progress	Full external evaluation completed and report presented to executive leadership team.
2122.3.7.7	Promote regulatory compliance to enhance the amenity of the area by acting on untidy property reports		In progress	The compliance team is working with the building and construction industry to implement a proactive approach towards well developed construction management plans on our building/construction sites.



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2122.3.7.8 Deliver a master plan for the Brown Hill Reserve



In progress

The compliance team is looking to develop a working group with multiple key council units and other community stakeholders towards a Hoarding and Squalor Policy to develop sustainable strategies to support home/property owners/tenants in addressing hoarding and squalor issues, as well as long standing unsightly property reports.

Consultant appointed and ready to begin.

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Goal 4: A city that conserves and enhances our natural and built assets

4.1 Reduce the renewal gap of our existing assets

2122.4.1.1	Deliver our 10-Year Asset Plan as per the Local Government Act 2020		In progress	The City of Ballarat delivers between \$15M and \$20M worth of transport related infrastructure in its Capital Works Program every year. A 10-year plan is currently being developed to expand on our current plan.
2122.4.1.2	Review and enhance the City of Ballarat's asset management framework including development of an updated Asset Management Strategy and associated plans		In progress	The City of Ballarat is currently drafting its first Asset Plan in response to the Local Government Act 2020. Work on the Asset Management Framework, including policy revision, strategy adoption and updating asset plans, will begin in 2022.
2122.4.1.3	Review and update the Building Asset Management Plan		Ongoing	Ongoing throughout the financial year attending to delivery of capital program works.
2122.4.1.4	Finalise our 10-Year Community Infrastructure Plan		In progress	The development of a draft Community Infrastructure Plan is being finalised with a series of briefings scheduled for Councillors from October. The plan has been extended out to a 15-year plan to incorporate a number of longer-term project options.
2122.4.1.5	Coordinate the delivery of 2021/2022 Community Infrastructure Program		In progress	Funding applications for three projects (Sebastopol South Kindergarten, Sebastopol Community Hub and Brown Hill Kindergarten) submitted during the quarter. Solar panels installed at Sebastopol Library and Wendouree Children's Centre as part of the Green Infrastructure Program. Community consultation completed for the Alfredton BMX track prior to construction.

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2122.4.1.6	Develop a three-year maintenance program and capital renewal plan based on evidence from the sealed road survey		In progress	Work on a three year maintenance plan and Capital Renewal Plan has been begun following the 2020 Sealed Road Condition Report. Further work to occur.
2122.4.1.7	Deliver transport related maintenance programs on roads, footpaths and trails as per our Capital Works Program		In progress	Maintenance programs are being delivered based on asset condition assessments and community feedback.
2122.4.1.8	Combine Community Infrastructure Planning and Asset Management policies		In progress	This process is being incorporated within the development of a new Asset Management Plan. Council is formally required as part of the Local Government Act 2020 to have this plan in place by 30 June 2022.
2122.4.1.9	Maintain community infrastructure database to support evidence-based decision making		In progress	A new Arts and Cultural Infrastructure Audit was commissioned to strengthen knowledge and understanding of arts based venues with regard to the draft Community Infrastructure Plan.

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4.2 Respect, conserve and celebrate our rich heritage

2122.4.2.1	Continue to progress with the Heritage Gaps analysis and work towards a planning scheme amendment to ensure that our built form heritage controls can better balance heritage and urban change		In progress	Continued progress with research, analysis and drafting of a package of sites to be included in a future Heritage Gaps Review and associated Planning Scheme Amendment.
2122.4.2.2	Continue to progress World Heritage listing for the Central Victorian Goldfields		In progress	Strong region-wide partnership in place. Robust body of evidence to justify World Heritage listing underway. Priority investment projects identified to benefit the region/state and assist COVID-19 recovery. Funding application submitted to finalise site selection and deliver master plan.
2122.4.2.3	Advocate for funding to deliver on the Creative City Master Plan		In progress	Building Better Regions and other funding applications submitted for projects covered by the Creative City Master Plan. Progressed partnerships with Federation University regarding joint funding opportunities. Several grant applications submitted to State Government bodies, including Creative Victoria, to deliver more tangible elements of the masterplan.

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4.3 Deliver quality and targeted capital works projects to address growth pressures

2122.4.3.1	Plan for and deliver foundational infrastructure to protect Ballarat from flooding and treat our storm water to best practice standards		In progress	Major initiatives include Charlesworth Street dam wall project in Ballarat East, the Gong Dam wall upgrade in Buninyong, the Mair Street 'super pipe' to Yarrowee River and the Miners Rest flood mitigation plan which includes a storm water treatment package. Projects are progressing and anticipate delivery at various stages over the next three years.
2122.4.3.2	Continue to advocate for upgrades to the Western Highway at Brown Hill and Warrenheip to true freeway standard including connection upgrades to Ballarat's local road network		Ongoing	The City of Ballarat has representation on the Western Highway Action Committee (WHAC), with upgrades to the Western Highway at Warrenheip and Brown Hill identified on the priority list of works.
2122.4.3.3	Advocate for and prepare for an extension of the Ballarat Western Link Road		In progress	Advocacy for Federal and State Government funding continues for the Ballarat Western Link Road as a priority transport connection. Estimates are being prepared to support this lobbying action for delivery of a 14.5 km section of road connecting Western Highway, Remembrance Drive, Ballarat-Carngham Road, Glenelg Highway and Midland Highway
2122.4.3.4	Deliver the facilities Capital Works Program		Ongoing	Continuing to address growth pressures by delivering the 2021/22 capital program.
2122.4.3.5	Deliver the 2021/2022 Recreation Capital Works Program		In progress	75% of works out to tender. Remainder in design phase.
2122.4.3.6	Continue the refurbishment of the Ballarat Library		In progress	The Ballarat Library refurbishment is now in the detailed design phase.



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4.4 Maintain and conserve our open space and natural assets

2122.4.4.1	Develop a Fire Risk Register for City of Ballarat reserves		In progress	A draft Fire Mitigation Strategy has been developed identifying past and future works to mitigate fire risks. Final stages of this draft is currently going through a verification process within different City of Ballarat departments before being finalised.
2122.4.4.2	Undertake vegetation clearance around electric lines as per the Electric Line Clearance Regulations		In progress	High bushfire risk areas are to be addressed as priority before the CFA Declared Fire Season.
2122.4.4.3	Manage trees in accordance with the Tree Management Plan and continue to build our database of tree assets capturing condition		Not yet started	Working through the backlog of non-compliant tree defects in accordance with the Tree Management Plan. Planning for a new program to manage trees in accordance with the Tree Management Plan and building the database of tree assets capturing condition. Planned to commence in Jan / Feb 2022.
2122.4.4.4	Engage with community groups to deliver shared objectives in natural resource management		Ongoing	Continued connections being made with community groups whilst increasing resources and working on shared and agreed outcomes and maintenance practices.

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Goal 5: A strong and innovative economy and city

5.1 Deliver ongoing COVID-19 recovery response across the business and the community

2122.5.1.1	Convene City of Ballarat Pandemic Taskforce as and when required		In progress	The taskforce consisting of Executive Managers and venue and facility managers meet regularly to discuss changes to COVID-19 guidelines and how best to implement them throughout various business units, along with the impacts on the venue operations etc. A Municipal Pandemic Recovery Committee has been formed made up of City of Ballarat staff from various departments, along with recovery agencies and community groups, to implement a COVID-19 recovery process.
2122.5.1.2	Deliver streetscaping and infrastructure works in commercial and hospitality focussed areas to facilitate greater usage (for example outdoor dining) and visitation		In progress	An outdoor dining footpath infrastructure rollout commenced across the city, to support hospitality businesses to facilitate greater outdoor dining as part of the COVID-19 recovery response. Further streetscaping projects started progressing as stage one early works involving design development and trader consultation on specific precinct plans.

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5.2 Support local business to explore, innovate and adapt to emerging economic opportunities

2122.5.2.1	A program of initiatives to support local business to harness opportunities such as a circular economy business program, and a microbusiness support and networking program.		In progress	The Circular Ballarat business program was launched, providing opportunities for local businesses to participate in the online Aspire platform or a circular economy business development program, to be delivered in partnership with Runway Ballarat. Planning for a microbusiness support and networking program was completed, with events to commence via our Ballarat Library in quarter two. Support for Ballarat businesses and community groups has been provided through the City of Ballarat's Community and Business Support Package, comprising a COVID-19 business support grant program. City of Ballarat is represented on a range of steering committees and taskforces examining future innovation and jobs growth opportunities.
2122.5.2.2	Provide more flexibility around permits and activities in the community and City of Ballarat land that will attract people to support local businesses		In progress	The Local Laws and Compliance team has been supporting initiatives to enhance local business opportunities, such as outdoor dining. The team is also providing support and flexibility through the waiving of fees for activity permits and other local laws permits to provide additional support to our local businesses.
2122.5.2.3	Undertake an audit of existing social enterprises in Ballarat and develop a plan to support growth in this sector		In progress	Research into the current state of the region's social enterprise sector has begun to inform future plans in support of the State Government's updated Social Enterprise Strategy. Partnerships have been formed with other local organisations to support this work.
2122.5.2.4	Work with partners to develop a Community Wealth Building Plan for Ballarat		In progress	Arrangements and contracts have been put in place for this work to begin in quarter two.

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5.3 Actively attract and facilitate new business development and investment to Ballarat

2122.5.3.1 Deliver an investment attraction program for Ballarat, supported by an integrated marketing campaign to encourage the skilled people we need to invest, live, work and study in Ballarat



In progress

Regional Australia Institute's Regional Activator Alliance membership has provided national exposure to opportunities for bringing skills to the region. A new City of Ballarat marketing campaign and associated website and collateral has been developed to promote opportunities to live, work, study and invest in Ballarat. Economic and market research to inform a targeted investment attraction strategy has been completed. Investment attraction services have been provided to a range of potential investors in Ballarat, as required.

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5.4 Deliver a comprehensive events calendar to strengthen civic pride and enhance Ballarat's reputation as a destination of choice

2122.5.4.1 Develop a Sports Events Acquisition Plan



In progress

Process has commenced and is on track to be completed by deadline.

2122.5.4.2 Deliver our 2021/2022 Events Calendar






Ongoing

All scheduled events in the first quarter have been delivered and detailed planning is underway to ensure all events for 2021/22 can be delivered within the anticipated COVID-19 restrictions/management of vaccinated attendees at outdoor public gatherings. The Events Unit has also launched online the Tourism Events Grants Program to incentivise the implementation of events coordinated by the private sector.

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5.5 Actively promote Ballarat as a year-round destination of choice

2122.5.5.1	Implement priorities from the Visitor Economy Strategy 2021–2024		In progress	Commenced with actions around key target markets in place as appropriate around COVID-19 restrictions. Made Of Ballarat publication scheduled in The Age 30 October 2021.
2122.5.5.2	Implement priorities from the Ballarat Events Strategy 2018–2028		Ongoing	Implementation of the Ballarat Events Strategy 2018 – 2028 is proceeding in accordance with the strategy's 10 year time frame. Two key activities for this quarter include; - Tourism Events Grant Fund restructuring to be more agile, timely and responsiveness to market needs; to ensure funded events generate a sound economic return, directly benefit the Visitor Economy, ensure funded events are aligned with our brand and strengths, and are developing our civic liveability objectives and engaging local businesses. - Develop an event acquisition budget to actively attract compelling events that align with our brand and strengths and support mid-week and annual calendar gaps as identified through the gap analysis process.
2122.5.5.3	Deliver priorities from 2030: A vision for the Eureka Centre		In progress	The 2030 Vision is an 'overarching, guiding document' that informs Eureka Centre planning. All Eureka Centre projects and activities are developed in response to the 2030 Vision's strategic recommendations grouped in three categories: Place, Partnerships and Advocacy, and Programming. In the first quarter of 2021/22, this is reflected in the increase in in situ and online education and public programming, temporary exhibitions, permanent exhibition interactive screen upgrades, the introduction of a Children's Guide and the café operator Expression of Interest going out to market.

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5.6 Facilitate increased vibrancy in the CBD and other key business precincts

2122.5.6.1

Continue to deliver the Bakery Hill Urban Renewal Plan, while assisting traders to take advantage of new opportunities



In progress

Ballarat City Council formally agreed to progressing with a commercial process for redevelopment of two City of Ballarat owned CBD sites – a key to inner city living and delivery of the Bakery Hill Urban Renewal Plan. Design development of the re-opening of Bridge Mall progressed towards a final concept. Business support package launched, including grants and financial support opportunities for improving facades, investing in heritage buildings and improving accessibility and connection with the streets.

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5.7 Facilitate the growth of the creative sector and actively promote Ballarat as a Creative City

2122.5.7.1 Implement priorities from our Creative City Strategy



Ongoing

The Creative City Strategy was adopted in May 2019 to direct and support efforts, over the ensuing 10+ years, to position Ballarat as a significant centre for creativity. The first year of the Strategy involved internal realignment of Council business units and resources, whilst also dealing with COVID-19. Specific achievements of the Strategy to date include:

- a. Development of a new database clarifying the scope and range Ballarat's creative ecosystem,
- b. Establishment of a monthly newsletter specific to the creative sector,
- c. Confirming Ballarat's status as a UNESCO Creative City of Crafts & Folk Art and becoming a formative member of the Victorian Creative Cities Network,
- d. Creation of a web hub of information for creatives, artists, makers, and businesses,
- e. Streamlining processes for applying for City of Ballarat creative projects and activities with more than \$700,000 worth of contracts, gigs and opportunities provided throughout the 2020 calendar year,
- f. Securing \$70,000 in grants for the development of the Creative Precinct,
- g. Establishing educational, exhibition and performance pathways for Visual Artists and Musicians as priority groupings, including online and face-to-face training,
- h. The securing of new free exhibition and activation spaces on Lydiard Street,
- i. The COVID-19 immediate response program – Be Kind Be Creative – reached over 135,000 people within Ballarat and surrounds and directly invested in supporting 63 creatives, artists and makers over a crucial period of risk.

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2122.5.7.2

Survey and measure the number and types of creative businesses in the city in order to measure the impact of the City of Ballarat Creative City Strategy implementation

**Completed**

Implementation of the Creative City Strategy helps guide and drive city-wide decision making, supports the emergence of new and underscores existing creative industries, and establishes Ballarat as the home of the sustainable practitioner and business. Key to achieving these outcomes is the base measurement of the creative sector.

Measurement of the creative sector has been completed, which led to the development of a new database of over 1,700 creative people identified at the end of 2020. Ensuing from this action a monthly newsletter has been developed to provide up to date information for the creative sector, mailing out to over 1100 active. A new web based hub of information, has also been developed for creatives, artists, makers, and businesses, attracting over 26,000 visits in 2020.

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Goal 6: A council that provides leadership and advocates for its community

6.1 Ensure the effectiveness and efficiency of City of Ballarat services

2122.6.1.1	Implement service reviews		Not yet started Not yet started.
2122.6.1.2	Develop an ICT Strategy 2021–2025		In progress Planning commenced. Internal survey undertaken with senior City of Ballarat staff to set the strategy's scene.
2122.6.1.3	Ensure continuous improvement across the organisation		Ongoing Continuous organisational improvement continues, with either 30 priority improvement projects currently either underway or being scoped.
2122.6.1.4	Deliver the annual Customer Satisfaction Survey		Not yet started The annual Community Satisfaction Survey will be conducted in March 2022.

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6.2 Progress the City of Ballarat as a workplace of choice

2122.6.2.1	Develop the Gender Equity Plan		In progress	Terms of reference and workplace gender audit completed. Gender Equality Action Plan being prepared by Federation University and consultation process underway.
2122.6.2.2	Develop the Workforce Plan as per the Local Government Act 2020		In progress	Foundational Workforce Plan in final drafting stage. Operational Workforce Plans underway including data integrity review of current and future state analysis.
2122.6.2.3	Implementation of Gender Impact Assessments on relevant plans, policies, programs and services		Ongoing	The Access, Equity and Inclusion internal online hub was launched in mid-August. This site provides information about what access, equity and inclusion is and provides the resources needed to complete a gender impact assessment, including intersectionality information. There is increased awareness of the need to complete gender impact assessments across the City of Ballarat. An internal reference group has been established to provide advice for those undertaking gender impact assessments.
2122.6.2.4	Deliver the ICT Capital Program		In progress	Working with the City of Ballarat business units to deliver on the agreed projects.
2122.6.2.5	Implement year one of The Way Forward program in collaboration with all staff		In progress	Executive Leadership Team and Executive Management Team Staff Engagement Workshops and Coaching Sessions are completed for Phase 1. Work with Executive Managers to ensure Staff Engagement Sessions by Business Unit are completed to agreed timelines that inform Action Plans for Phase 2. Developed Quarterly Pulse Surveys that will inform local and organisation-wide Action Plans for Steering Committee.

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6.3 Advocate on behalf of our community

2122.6.3.1	Develop and implement strong advocacy campaigns for community and Council priorities		In progress	The City of Ballarat is working closely with our key partners to develop joint advocacy campaigns for the upcoming state and federal elections. We continue to engage with our community to identify key advocacy priorities.
2122.6.3.2	Develop and implement strong advocacy campaigns for upcoming elections and budgets		In progress	The City of Ballarat is working closely with our key partners to develop joint advocacy campaigns for the upcoming state and federal elections.
2122.6.3.3	Continue to apply for grants that will secure external funding for initiatives		In progress	Grants and investments unit established. Seven submissions to the value of approximately \$2M, made for all major state and federal government grant programs for which City of Ballarat is eligible to apply during this period. 24 grant applications approved to the total of approximately \$18.5M during this period.

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6.4 Ensure transparency and communicate clearly with our community

2122.6.4.1	Review Community Engagement Policy and associated templates and guidelines		In progress	In August, Ballarat City Council formally received an annual review report of all community engagement practice during 2020–21. A review of the internal online Engagement Hub took place during the quarter with templates updated for engagement plans, stakeholder mapping and MySay page requests. An organisational engagement schedule has been developed and is available on the Engagement Hub. This schedule is being used to proactively provide advice regarding upcoming engagement processes.
2122.6.4.2	Review the City of Ballarat online engagement platform MySay		In progress	The City of Ballarat has subscribed to the MySay engagement platform for another year, with additional administrative licences to allow for management of an increase in engagement campaigns. The presentation of the landing and project pages has been updated to provide for a better user experience.
2122.6.4.3	Implement community engagement training for staff		In progress	A multi-unit internal engagement training program is being planned for 2021/22. The first unit to be delivered will be Engagement Basics in November.
2122.6.4.4	Investigate options to deliver live capital works information to the community		In progress	We are currently investigating options to display current and planned capital works via a dashboard on the City of Ballarat website.
2122.6.4.5	Continue to communicate information through a range of different channels		Ongoing	Through innovative storytelling, considered advice and appropriate communication tools, the City of Ballarat's Communications and Design team continues to work to connect, educate and inspire the Ballarat community in an accessible, transparent way. The highlight of September was the important role the team played in conveying critical messages during Ballarat's COVID-19 lockdown. Through the use of owned channels and traditional media, residents