

NOT FOR PUBLICATION  
**Capital Expenditure Program Monthly Report**

For the period 1 July 2023 to 31 March 2024

# 1. Executive Summary

## 1.1. Financial Summary

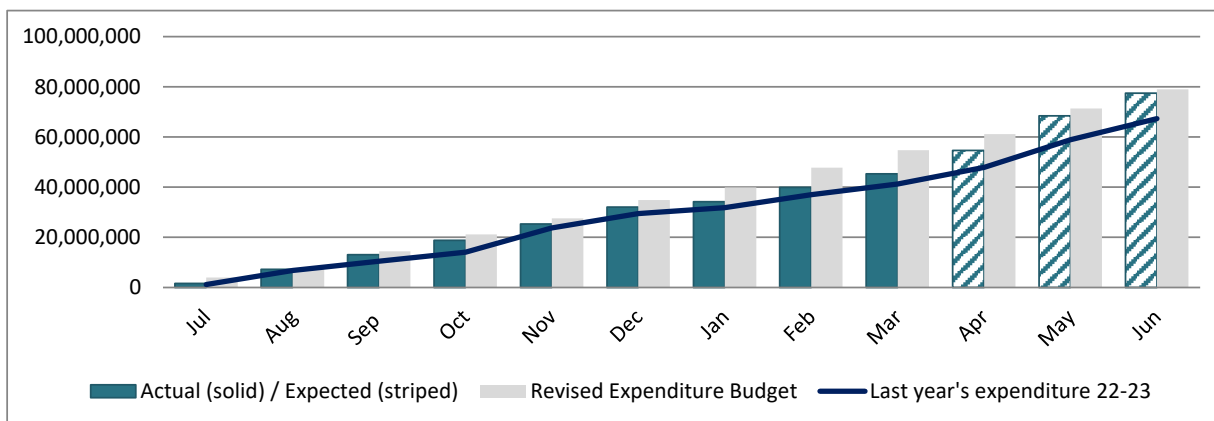
This report provides a brief overview of the published 2023-24 Capital Expenditure Program (CEP) and funds carried forward from 2022-23. Throughout the financial year, occasional approved changes to the CEP Budget are made, moving funds between projects or adding funds from various funding sources. In particular, this can occur when external funding is announced during the current year.

Approved 2023-24 Capital Expenditure Program (CEP) Budget		\$'000
Published Capital Budget Allocation: Council contribution		31,785
Published Capital Budget Allocation: external income		23,301
Carried forward from 2022-23 to 2023-24		20,943
<b>Adopted Capital Expenditure Program Budget</b>		<b>76,029</b>
Additional carried forward from 2022-23 to 2023-24		1,041
<b>Capital Expenditure Program budget at 1 July 2023</b>		<b>77,070</b>
Mid-year adjustments, including additional income <i>expected</i>		1,941
<b>Capital Expenditure Program Budget (Revised Budget)</b>		<b>79,011</b>
<b>Expenditure Target</b>		<b>77,098</b>
<b>Expected to be spent by the end of the financial year</b>		<b>77,549</b>
<b>YTD Actual Spend to 31 March 2024</b>		<b>45,246</b>
<b>Percentage of the Revised Budget Expected to be Spent<sup>1</sup></b>	✔	<b>98%</b>

<sup>1</sup> Status:  
 ✔ 90% or more of the revised budget is expected to be spent  
 ⚠ Between 80% and 90% of the revised budget is expected to be spent  
 ✘ Less than 80% of the revised budget is expected to be spent

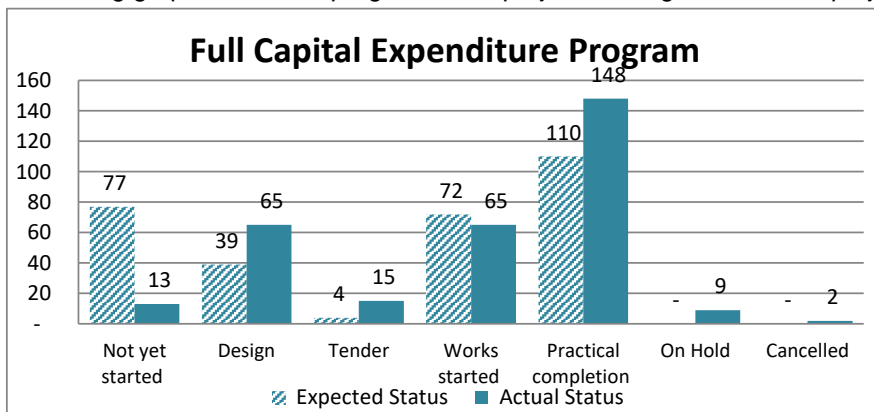
The following graphs show the *YTD Actual Spend*, *Expected Spend* and last year's expenditure. As with previous years, the expenditure is anticipated to increase as the year progresses. Further detail provided in the sections below.

### Full Capital Works Program - Actual Spend and Expected Spend -vs- Last Year's Spend



## 1.2. Program Status Summary

The following graph shows the progression of projects through the various project phases.



Full program - phases	
Not yet started	13
On Hold	9
Consultation / design	65
Tendering	15
Works started	65
Practical completion	148
Cancelled	2
<b>Total</b>	<b>317</b>
Ahead of schedule	102
On schedule	174
Behind schedule	41
<b>Total</b>	<b>317</b>

<sup>1</sup> Status:  
 ✔ 90% or more of all projects in this program are expected to their planned milestone dates\* (planned in August 2023)  
 ⚠ Between 80% and 90% of projects in this program are expected to meet their planned milestone dates\* (planned in August 2023)  
 ✘ Less than 80% of projects in this program are expected to meet their planned milestone dates\* (planned in August 2023)  
 \* as per information given by Project Managers.

## 2. Project Financial Summary

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	Adopted Annual Budget excl. carry forward	Revised Budget	Expected spend	YTD Actual spend	Anticipated carry f'ward to next year	Expected Saving/ (Overspend)	Status <sup>1</sup>
<b>PROPERTY</b>	<b>13,109</b>	<b>17,647</b>	<b>17,415</b>	<b>13,260</b>	<b>(94)</b>	<b>350</b>	
<i>Land</i>	0	677	677	677	0	0	
Land New / Improvements	0	677	677	677	0	0	✓
<i>Buildings</i>	13,109	16,970	16,738	12,583	(94)	350	
Buildings Rehab / Renewal	3,248	4,045	3,409	1,402	642	(6)	⚠
Buildings New / Improvements	9,861	12,925	13,330	11,182	(735)	356	✓
<b>PLANT &amp; EQUIPMENT</b>	<b>3,302</b>	<b>5,782</b>	<b>5,852</b>	<b>3,590</b>	<b>(111)</b>	<b>42</b>	
<i>Plant, Machinery &amp; Equipment</i>	2,048	3,461	3,705	2,607	(243)	0	
Plant & Equipment Renewal	2,048	2,048	2,680	2,044	(632)	0	✓
Plant & Equipment New / Improvements	0	1,413	1,025	563	388	0	✗
<i>Fixtures, Fittings &amp; Furniture</i>	18	18	18	0	0	0	
FFF Rehab / Renewal	18	18	18	0	0	0	✓
<i>Computers &amp; Telecommunications</i>	1,236	2,303	2,129	983	132	42	
ICT New / Improvements	1,236	2,303	2,129	983	132	42	✓
<b>INFRASTRUCTURE</b>	<b>38,675</b>	<b>55,599</b>	<b>54,282</b>	<b>28,396</b>	<b>2,344</b>	<b>(175)</b>	
<i>Roads</i>	19,187	25,587	24,345	15,097	2,371	(230)	
Roads Rehab / Renewal	10,159	9,583	10,369	6,582	(823)	33	✓
Roads New / Improvements	917	2,592	2,456	1,483	350	(263)	✓
Roads Traffic Management & Other Works	215	342	232	133	110	0	✗
Roads for the Community Initiative	7,896	13,069	11,288	6,899	2,735	0	⚠
<i>Bridges</i>	257	2,036	1,985	1,398	0	49	
Bridges Rehab / Renewal	257	1,288	1,236	942	0	49	✓
Bridges New / Improvements	0	749	749	456	0	0	✓
<i>Footpaths &amp; Cycleways</i>	1,212	1,288	1,133	949	70	85	
Footpaths Rehab / Renewal	601	601	649	649	0	(48)	✓
Footpaths New / Improvements	611	687	484	300	70	133	✗
<i>Drainage</i>	1,689	2,001	1,695	1,000	304	2	
Drainage Rehab / Renewal	255	255	255	209	0	0	✓
Drainage New / Improvements	1,434	1,746	1,440	792	304	2	⚠
<i>Recreational, Leisure &amp; Community Facilities</i>	6,617	7,117	8,225	4,397	(954)	(130)	
Playspace Rehab / Renewal	800	1,227	1,001	504	213	13	⚠
Playspace New / Improvements	2,453	2,599	4,288	2,074	(1,689)	0	✓
Sports Reserves Rehab / Renewal	2,202	2,084	2,124	1,583	0	(26)	✓
Sports Reserves New / Improvements	1,162	1,207	812	235	522	(118)	✗
<i>Parks, Open Space &amp; Streetscapes</i>	4,051	11,812	11,244	5,255	430	49	
Open Space Rehab / Renewal	576	576	567	321	0	9	✓
Open Space New / Improvements	100	1,319	1,248	1,187	41	7	✓
Townships New / Improvements	837	2,101	1,252	783	744	39	✗
Trails Rehab / Renewal	1,016	1,016	1,016	431	0	0	✓
Trails New / Improvements	1,522	6,799	7,160	2,533	(355)	(6)	✓
<i>Off-street Carparks</i>	467	467	487	233	0	0	
Off-street Carparks Rehab / Renewal	367	367	367	210	0	0	✓
Off-street Carparks New / Improvements	100	100	120	23	0	0	✓
<i>Other Infrastructure</i>	5,195	5,291	5,168	66	123	0	
Infrastructure - Project Management	5,042	5,042	5,042	0	0	0	✓
Infrastructure - Asset New / Improve Reserve	153	249	126	66	123	0	✗
<b>Projects total:</b>	<b>55,086</b>	<b>79,028</b>	<b>77,549</b>	<b>45,246</b>	<b>2,140</b>	<b>217</b>	

<sup>1</sup> Status:

- ✓ 90% or more of the revised budget is expected to be spent
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- ✗ Less than 80% of the revised budget is expected to be spent

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**3. Items for Consideration**

**3.1. Significant Capital Expenditure Transfers**

No Capital Expenditure Transfer approvals are sought for this report.

**3.2. Capital Expenditure Transfers - for information only**

		Previous budget	Transfer amount	New budget
<b>From:</b>	WP Sports Court Rehabilitation Program	\$266,000	-\$120,000	\$146,000
<b>To:</b>	Belgrave South Community Youth Space	\$289,358	\$120,000	\$409,358

Budget transfer from rehabilitation/renewal project to new/improvement project to support cost escalations in pump track construction currently underway.

		Previous budget	Transfer amount	New budget
<b>From:</b>	Biochar - Stage 2	\$155,185	-\$115,185	\$40,000
<b>To:</b>	Lysterfield Transfer Station Fire Service	\$746,625	\$115,185	\$861,810

Budget transfer to support cost escalations from poor soil conditions under tank slab requiring complex engineered solution. Biochar - Stage 2 is on hold due to cost of proposed electrical upgrade works. Budget will be sought in future years to fund these works.

		Previous budget	Transfer amount	New budget
<b>From:</b>	WP Public Toilet Upgrades Strategic Works	\$350,000	-\$320,000	\$30,000
<b>To:</b>	Kalorama Park - public toilet upgrade	\$0	\$150,000	\$150,000
<b>To:</b>	Upwey South Recreation Reserve - public toilet upgrade	\$0	\$170,000	\$170,000

Reallocation of funds into individual projects for transparency and project management/reporting.

		Previous budget	Transfer amount	New budget
<b>From:</b>	WP Council Buildings - Statutory Compliance	\$92,000	-\$92,000	\$0
<b>To:</b>	Kalorama Park - public toilet upgrade	\$150,000	\$42,000	\$192,000
<b>To:</b>	Upwey South Recreation Reserve - public toilet upgrade	\$170,000	\$50,000	\$220,000

Budget transfers to support accessibility and DDA compliant requirements of Public Toilets renewals at Kalorama and Upwey South Recreation Reserve.

		Previous budget	Transfer amount	New budget
<b>From:</b>	<b>2024-25 allocation</b> 207790 - Community Sports Pavilion, Pinks Reserve, Kilsyth	\$1,035,000	-\$1,035,000	\$0
<b>To:</b>	<b>2023-24 allocation</b> 207790 - Community Sports Pavilion, Pinks Reserve, Kilsyth	\$636,887	\$1,035,000	\$1,671,887

Budget adjustment to bring future year budget allocation into alignment with current year accelerated expenditure. Works on the Gary Tait Pavilion are now in Practical Completion.

		Previous budget	Transfer amount	New budget
<b>From:</b>	208054 - Warburton UDF	\$85,000	-\$85,000	\$0

Project outcomes reclassified. Budget and expenditure to date moved to operational budget.

		Previous budget	Transfer amount	New budget
<b>From:</b>	208318 - Lilydale Heritage Station Building Works - LXP	\$149,000	-\$149,000	\$0

Project outcomes reclassified. Budget and expenditure to date moved to operational budget.

		Previous budget	Transfer amount	New budget
<b>From:</b>	208294 - Heritage Lilydale Rail Station Precinct	\$200,000	-\$200,000	\$0

Project outcomes reclassified. Budget and expenditure to date moved to operational budget.

## 4. Carry Forwards & Forward Spends

Projects that have been delayed and are impacting on anticipated expenditure will request funds to be carried forward for use in the next financial year. Early identification of *carry forward* funds ensures the optimum utilisation of cash resources.

Forward spends occur when capacity becomes available to make an early start on a future year's project.

	Carry Forward	Forward Spend	Total Carry Forward to next year
	Budgets to be carried forward to 2024-25	Future year budgets to be brought forward from 2024-25 for spending in 2023-24	
<i>Figures in \$'000</i>			
Buildings Rehab / Renewal	642	0	642
Buildings New / Improvements	814	-1,550	-735
Plant & Equipment Rehab / Renew	0	-632	-632
Plant & Equipment New / Improvements	388	0	388
ICT New / Improvements	132	0	132
Roads Rehab / Renewal	0	-823	-823
Roads New / Improvements	350	0	350
Roads Traffic Management & Other	110	0	110
Roads for the Community Initiative	2,735	0	2735
Footpaths New / Improvements	70	0	70
Drainage New / Improvements	304	0	304
Playspace Rehab / Renew	213	0	213
Playspace New / Improvements	237	-1,926	-1689
Sports Reserves New / Improvements	522	0	522
Open Space New / Improvements	77	-36	41
Townships New / Improvements	744	0	744
Trails New / Improvements	292	-647	-355
Infrastructure - Asset New / Improve	123	0	123
	<b>7,753</b>	<b>-5,613</b>	<b>2,140</b>

Projects with expenditure carry forward amounts in excess of \$100k

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Project Number	Project	Carry Forward to next year
		<i>Figures in \$'000</i>
207825	Nation Road, Selby - RFCI	876
207837	Bell Street Group, Seville - RFCI	680
208472	GSF Climate Resilient Buildings for our Community	500
208147	Cedar Court Road Group, Monbulk - RFCI	432
207795	Pinks Reserve Park Improvements	422
206840	Township Improvements, Belgrave	370
208353	Arthurs Road, Chum Creek - Roads New SCS	350
207835	Alpine Street Group, Warburton - RFCI	341
208309	Lysterfield Transfer Station Fire Service	265
208318	Morrison Recreation Reserve District Playspace, Mt Evelyn	237
208489	Wandin North Township Improvements	224
208475	Yarra Valley Trail - Stage 2A	212
208467	PAC Climate Resilient Buildings for our Community	202
290103	YRConnect	132
208509	Station Street, Coldstream - Drainage	131
208099	Advanced Design Program	123
208572	WP CBMW - Charles Street Preschool, Mooroolbark	119
208102	Alfred St and John St, Wandin North - RFCI	113
208560	Anderson St, Lilydale-Pedestrian/Cyclist Safety	110
208570	WP CBMW - Lilydale Tennis Club	106

Projects with expenditure forward spend amounts in excess of \$100k

Project Number	Project	Forward Spend
		<i>Figures in \$'000</i>
207566	Chirnside Urban Park Playspace New	- 1,926
207797	Pinks Reserve Stadium Improvements	- 1,498
206982	Mountain Bike Destination, Warburton	- 633
290102	WP Plant & Equip - Plant Replacement	- 632
208088	Maddens Lane, Gruyere (M'dah Hwy-Medhurst Rd) - Roads Rehab	- 405
208086	R2R - Gruyere Road, Gruyere (Harvey CI - Darling Rd)	- 281
208091	Swales Road, Macclesfield - Roads Rehab	- 127

# Glossary PUBLICATION

**Annual Budget:** The annual published budget of capital projects for delivery each year. It complies with the State Government reporting guidelines and so, excludes the non-capital components of projects. The carry forward amounts captured are estimates only as they were formed at the time the budget was set, not the end of the financial year.

**Approved Changes:** Throughout the year, formally approved changes to the Capital Works Program budget can include budget transfers from one project to another, funds from a future year's Capital Works Program brought forward for expenditure this year, or additional external funds identified for inclusion in the budget.

**Capital Expenditure Program (CEP):** Allocated funding for renewal, improvement or new project works.

**Capital Expenditure Program (CEP) Budget:** This comprises of the Capital Expenditure Program adopted by Council, any funds carried forward from the previous financial year, and any approved changes made to the Budget during the financial year.

**Carry Forward:** A component of the CEP Budget brought to the next financial year. This becomes part of the next financial year's CEP

**Current Year Projects:** Typically projects delivering rehabilitation and renewal works on existing assets, which can be achieved in a single year. These projects may or may not include a community consultation and / or a design phase.

**Expected Saving/(Overspend):** The expected final financial position of a project, which equals Budget less Forecast less Carry Forward.

**Expenditure Target:** Set before the start of the financial year, this represents the agreed upon Capital Works expenditure for the year. The target equals the CEP Budget less funds held over for works during future years.

**Forward Spending:** This is when capacity becomes available to make an early start on a future year's project. Early spending requires the Capital Works Management Steering Committee approval.

**Income Recognition:** Income will be recognised in line with project expenditure. Income cannot be carried forward to a future year, it will remain on the balance sheet until project expenditure occurs. For this reason, a project that has external funding which is not delivered in a current year may not show as having carry forward even though the project is delayed to a future year.

**Held Over:** Any project specific funds not expected to be spent until a following financial year, do not form part of the Expenditure Target.

**Major Projects:** These run over multiple years and may involve detailed community consultation and design phases. These early phases may take place in the year before construction.

**Milestone Dates:** Set prior to the start of the financial year, these represent the start of key phases during the life of a project. (Also see

**Multi-year Projects:** These projects deliver improvements, upgrades or expansions on existing assets or build new assets. They typically include a design phase, which may occur in the year before construction. Construction works may run over more than one financial year.

**Phases:** Throughout the life of a project, there may be various phases, as explained below.

*Consultation/Design:* formal investigation, design or consultation is underway

*Tender Phase:* tender/quote is currently being sought or evaluated

*Works/Construction Started:* work has begun on site

*Practical Completion:* all works except minor defects or final seals are complete and the deliverable is ready for use

*Finalisation:* the project is complete, all monies owing have been paid and the defect liability period has passed

**Program Status Overview:** Successful delivery of a project to schedule involves meeting *milestone dates* set prior to the commencement of the financial year. Project *milestone dates* represent the start of four project *phases*: *consultation/design*; *tender phase*; *works started*; and *practical completion*. Project complexity is taken into consideration when establishing *milestone dates*. A project which falls behind in an earlier milestone may still meet a later *milestone date* and then be on schedule again.

**Revised Budget:** The Revised Budget is the current total expenditure budget for works to be completed in the current financial year. It includes the adopted budget, final carry forward from the previous financial year, external grants made within the year and any budget adjustments or transfers approved within the financial year.

**Work Program:** A lump sum budget for a group of projects of the same type, such as minor drainage works. Projects undertaken from Work Programs are generally single year projects. Very minor projects may be funded directly from the block fund, or part of the budget may be transferred out from the block fund to a programmed project during the financial year.

**YTD Actual Spend:** The amount of funds expended year to date.