

Extraordinary Meeting of Council - 26 June 2024
Attachments

9.1 DRAFT OPERATIONAL PLAN AND BUDGET 2024/25 AND RESOURCING

STRATEGY 2024-2034 FOR ADOPTION.....2

9.1.8 Under Separate Cover - Unfunded Projects List 2024 - 2025 For Adoption.....2



DRAFT For Adoption



**AGENDA OF THE EXTRAORDINARY MEETING OF COUNCIL
WEDNESDAY 26 JUNE 2024**

Section One: Workforce Requests Will Be Informed By Workforce Plans

Reference No.	Project Name	Recurrent / Non-Recurrent	Amount	Project Description	Manager
1	Water – Staff Resource	Recurrent	\$72,000	This bid supports a Business Case forwarded to the General Manger in July 2020 for an extra crew member and a gang truck used for Traffic Control, after care and to tow the roller or small excavation plant when needed as well as to carry signs, guideposts, tree lopping gear, dead animals and other tools. The business case outlines the potential cost savings as a result of acquiring the extra truck and crew member. This budget bid is for an extra crew member to operate the truck.	Water Services
2	Additional CBD crew to service village areas	Recurrent	\$210,000	Additional 3 crew members are required to attend to increasing number of customer maintenance requests.	Shire Presentation
3	Development Compliance Officer	Recurrent	\$130,000	Increased development compliance activity and also programmed compliance campaigns has dictated additional demand to increase development compliance resources to meet service level obligations of both the Council and the community. Some offset of costs can be achieved through issuing of penalties and infringements however this cannot be relied upon or guaranteed on an annual basis.	Planning Assessment & Regulation
4	Finance - Staff Resource	Recurrent	\$85,500	In light of recent changes to audit arrangements, Council will need to continue to build its capacity within the Corporate Finance Team. This position would assist with Month end reconciliations and procedures and ensuring Council meets its statutory reporting requirements.	Finance
TOTAL WORKFORCE REQUESTS:			\$497,500		



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Section Two: Operational Requests

Reference No.	Project Name	Recurrent / Non-Recurrent	Amount	Project Description	Manager
5	Playspace Strategy 2020 - Unfunded Maintenance Works	Recurrent	\$100,000	Represents the annual unfunded amount for maintenance of playgrounds in accordance with the adopted strategy.	Shire Presentation
6	Walking Tracks Strategy 2020 - Unfunded Maintenance Works	Recurrent	\$100,000	Represents the annual unfunded amount for maintenance of bush walking tracks in accordance with the adopted strategy.	Shire Presentation
7	Consultant's costs to update Bushfire Management Plans for Council's 3 main reserves. Plans to be GIS based.	Non-Recurrent	\$20,000	Council's bushfire management plans are due for updating.	Environment & Sustainability
8	Resources for a consultant to assess predicted climate change impacts on street tree currently used in Council's Street Tree Master Plan and consider risk and potential alternative species that could be used in the plan.	Non-Recurrent	\$15,000	Action identified in Climate Change Adaptation plan. Funding opportunity currently not aligned in either environment levy or general fund program.	Environment & Sustainability



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Section Two: Operational Requests Cont.

Reference No.	Project Name	Recurrent / Non-Recurrent	Amount	Project Description	Manager
9	Operation of proposed new gang truck for traffic control & aftercare to support Jet master pothole patching crew	Recurrent	\$38,000	This bid supports a Business Case forwarded to the General Manager in July 2020 for an extra crew member and a gang truck used for Traffic Control, after care and to tow the roller or small excavation plant when needed as well as to carry signs, guideposts, tree lopping gear, dead animals and other tools. The business case outlines the potential cost savings as a result of acquiring the extra truck and crew member. This budget bid is to operate the extra truck.	Shire Presentation
10	Operation of proposed new gang truck for 2nd CBD team	Recurrent	\$38,000	Operate truck for additional CBD team to attend to the increasing number of customer & maintenance requests.	Shire Presentation
11	Street sweeping waste disposal	Recurrent	\$200,000	Increasing cost of waste disposal and proposal to provide an annual street sweep of all urban streets requires an increase in waste disposal funding. The aim is to reduce the amount of litter and sediment clogging our stormwater systems and natural waterways as well as improve street amenity.	Shire Presentation
12	Stormwater Drainage Maintenance - Increased Disposal Costs for "sucker truck"	Recurrent	\$50,000	As a result of Environment Protection Authority (EPA) enforcement of waste disposal restrictions plus increased costs of disposal, cost of travel using contractors, the amount of stormwater drainage maintenance work that can be completed under current budget is diminishing. This budget bid is to increase the stormwater maintenance budget to ensure that the productivity / accomplishments is either maintained or increased slightly.	Shire Presentation



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Section Two: Operational Requests Cont.

Reference No.	Project Name	Recurrent / Non-Recurrent	Amount	Project Description	Manager
13	Unsealed road material	Recurrent	\$50,000	Pavement material is always being eroded by rain, wind and traffic. This bid is to supply material to provide adequate minor repairs during maintenance grading. This is distinct from gravel road re-sheeting which is capitalised.	Shire Presentation
14	Tree / vegetation Maintenance - additional funding	Recurrent	\$200,000	The current budget for roadside tree management from the open space budget is inadequate to attend to all non-urgent vegetation customer requests hence many requests which are listed as low priority are not dealt with and are a cause of regular customer complaints and frustration. Should the budget be increased, then low priority request can be programmed for earlier attention. In addition, pro-active roadside clear zone clearing along roads such as Tourist Rd, Kangaloon Rd, Murrimba Rd, Range Rd can be attended to. This funding request of an additional \$200,000 pa will allow Council to attend the multitude of low priority tree management requests and practice safety roadside clearing.	Shire Presentation



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Section Two: Operational Requests Cont.

Reference No.	Project Name	Recurrent / Non-Recurrent	Amount	Project Description	Manager
15	Delivery of Street Tree Master Plan (STMP) and Street Tree Implementation Plan (STIP)	Recurrent	\$130,000	<p>"Council formally adopted the Street Tree Master Plan and the associated Street Tree Implementation Plan (STIP) May 2016. The STIP provides Council with a comprehensive set of priority actions and procedures to ensure the objectives of the Wingecarribee Street Tree Master Plan have the potential to be realised. The document is designed to enable planning and budgeting for future street tree works in accordance with Council's strategic direction. The plan provides tables of priority actions for implementation and lists of specific streets within each urban centre that present opportunities for particular implementation actions. Staff have considered their available resources, future development and the potential community benefits in prioritising street tree related works in line with best practice street tree removal, design, installation and maintenance. Funding is sort to deliver against priority street tree plantings identified in Table 1, 2 and 5 of the STIP. Budgeting is based on number of trees per year and associated establishment costs with planting individual trees. New Street Tree Planting (includes tree supply, delivery and installation, excavation of tree pit, tree surrounds, staking, traffic control, establishment etc.)</p> <p>45 L per Tree planting (small tree supply, install and establishment) \$ 500 per tree, 100 trees total = \$50,000.00</p> <p>75 - 100 L per Tree planting in CBD pavements. Infrastructure works required (medium tree supply, install and establishment) \$ 10,000 per tree, 8 trees total = \$80,000.00."</p>	Shire Presentation



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Section Two: Operational Requests Cont.

Reference No.	Project Name	Recurrent / Non-Recurrent	Amount	Project Description	Manager
16	Street Tree Inventory Maintenance/Update - allowance for continuing cyclic update of existing street and open space tree inventory - updating and reviewing 1-2 precincts per year.	Recurrent	\$60,000	<p>In 2018, Council completed a suite of tree management documents which represent Wingecarribee Shire Council framework for tree risk management. Those documents are used to manage the likelihood and consequence of tree failure in the public realm. The underpinning component of tree risk management is tree inspection, data capture and works prioritisation in line with councils available resources.</p> <p>The funds requested will allow council to engage consultants to continue the tree inventory of an estimated 20,000 trees. The funds will then provide for the reinspection program which is required to maintain the risk management in line with Statewide Mutual best practice guidelines and to maintain a live tree management inventory system as identified in the Urban Tree Policy , Street Tree Master Plan and Tree Risk Management Plan.</p> <p>Council staff have established consultant brief, data sets and inventory system ready for procurement. If approved, the funding will place council in a strong defensible position should tree failure result in personal injury or damage to private or public infrastructure. The funding will allow Council to annually inspect, catalogue and update inventory data on 3000 trees. This will allow Council to build the inventory and maintain the date through the reinspection schedule.</p> <p>Councils tree risk management plan was formally acknowledged this year at Statewide Mutual Risk Management Awards for council's efforts to promote continuous improvement in risk management systems.</p>	Shire Presentation



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Section Two: Operational Requests Cont.

Reference No.	Project Name	Recurrent / Non-Recurrent	Amount	Project Description	Manager
17	Undertake Confined Space audits to develop Confined Space Register for Council	Recurrent	\$15,000	Council has developed a Confined Spaces procedure. This procedure is based on the requirements outlined in the Code of Practice. A key objective in the procedure is to undertake audits of Council sites to identify all confined spaces. The budget is required to engage a suitable qualified consultant to complete the audits and to purchase appropriate warning signage. Another component of the project will be to develop a comprehensive Confined Spaces register.	Governance & Corporate Performance
18	Tourism & Events - Roll out & resourcing of Event Toolkit initiative	Recurrent	\$100,000	Funding required to secure new events for Southern Highlands. This will contribute to the growth of the visitor economy . Note: This also includes additional staff funding of \$45,000 per annum.	Business and Property Services
19	Tourism & Events - Implementation of Business Events Strategy & Resourcing	Recurrent	\$100,000	Funding required to resource the implementation of the 2020-2025 Business Events Strategy for Southern Highlands. This will contribute to the growth of the mid-week visitor economy and support small business.	Business and Property Services
TOTAL OPERATIONAL REQUESTS:			\$1,216,000		



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Section Three: Capital Requests

Reference No.	Project Name	Recurrent / Non-Recurrent	Amount	Project Description	Manager
20	Moss Vale Bypass	Non-Recurrent	\$125,000,000	Improve Traffic Management and flow through Moss Vale.	Assets
21	Ironmines Oval Amenities Building	Non-Recurrent	\$760,000	Deferred until the completion of the Sports Strategy.	Assets
22	Mittagong Welcome Wall	Non-Recurrent	\$100,000	Design and costings being completed for the Mittagong Welcome Wall in 2019/20. Construction is currently unfunded. Wall is to be located at the northern entry to Mittagong and to incorporate heritage stone and bricks associated with Fitzroy Iron Works.	Assets
23	Erith Street Bundanoon Lighting Upgrade	Non-Recurrent	\$20,000	Improve road safety through increased Lighting.	Assets
24	Walking Tracks Strategy 2020 - Unfunded Capital Works	Non-Recurrent	\$4,642,830	Represents the unfunded amount for capital projects identified as actions in the Walking Tracks Strategy.	Assets



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Section Three: Capital Requests Cont.

Reference No.	Project Name	Recurrent / Non-Recurrent	Amount	Project Description	Manager
25	Mechanical Workshop (Moss Vale Depot) - Rectification Works	Non-Recurrent	\$1,000,000	The Mechanical Workshop located at the Moss Vale Depot requires major rectification works. The building (external structure) is of a significant age and needs to be replaced with an equivalent industrial shed structure. Functional improvements are also required to allow greater use of workshop floor for maintenance and repairs. The estimated cost of works was not included in the Depot Masterplan prepared by Complete Urban in July 2017.	Assets
26	Emergency backup communication system	Non-Recurrent	\$150,000	Council needs a backup emergency communication system in the event of a power failure when mobile phone and NBM is inoperable. Whilst various systems have been investigated (GRN,VHF) this proposal is to extend, upgrade and the existing analogue system to digital VHF.	ICT
27	Planning for Resource Recovery Facility - Drapers Rd - Completion of EIS and DA.	Non-Recurrent	\$150,000	The environmental impact assessment (EIS) to accompany a development application (DA) and environmental protection licence (EPL) for a waste processing and storage facility is currently on hold pending funding of specialised sub-consultants as identified in the Dep of Planning standard environmental assessment requirements (SEARS). Cost to complete the SEARS is approximately \$150,000. It is anticipated the facility will be able to store and process up to 60,000 tonnes of recovered road maintenance and construction material	Resource Management & Waste
28	Seabrook Rd, Hilltop Quarry - development of VNM and ENM spoil site	Non-Recurrent	\$50,000	Commence investigation of development and licencing investigations for filing and restoration of old sand quarry site Seabrook Rd, Hilltop.	Assets



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Section Three: Capital Requests Cont.

Reference No.	Project Name	Recurrent / Non-Recurrent	Amount	Project Description	Manager
29	Replace outdated survey equipment	Non-Recurrent	\$40,000	Most of the topographic surveys and construction set-out is undertaken by Council's own survey staff using Council owned survey instruments. The existing Leica Total Station survey equipment is approximately 11 years old and needs replacing. This funding request is to purchase a new Leica total station.	Project Delivery
30	Purchase of trundle screen from Resource Recovery Centre (RRC) for spoil processing at proposed Drapers Rd Resource Recover Facility	Non-Recurrent	\$100,000	Trundle screen is now surplus to RRC needs and should not be sold outside of WSC.	Resource Management & Waste
31	Purchase mobile lunchrooms / caravan to replace hired caravans	Non-Recurrent	\$110,000	Council Infrastructure Services branch currently spends \$110,000 per annum to hire four (4) mobile lunchroom and basic amenities for its road's construction and maintenance crews. These funds could be better utilised to purchase at least two caravans / mobile amenities (one small and one large) to be re-couped over several years via an internal hire charge similar to other plant and equipment and costed the relevant projects or maintenance activities.	Assets



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Section Three: Capital Requests Cont.

Reference No.	Project Name	Recurrent / Non-Recurrent	Amount	Project Description	Manager
32	Replacement of remains sheds at MV depot	Non-Recurrent	\$300,000	This will be the last of the existing sheds that need replacing.	Assets
33	Sculpture Garden/Infrastructure at the Welcome Centre	Non-Recurrent	\$20,000	In conjunction with Council's Arts & Culture unit, initiate a rotating art installations throughout the year in an effort to promote the regions Regional Art Gallery and art trail and experiences.	Business and Property Services
TOTAL CAPITAL REQUESTS:			\$132,442,830		



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Section Four: Additional Requests

Reference No.	Project Name	Recurrent / Non-Recurrent	Amount	Project Description	Manager
34	Victoria Street turning circle	Non-Recurrent	\$450,000	Victoria Street turning circle – formalise the final 85m of the road and construct a cul-de-sac.	Assets
TOTAL ADDITIONAL REQUESTS:			\$450,000		

GRAND TOTAL VALUE – UNFUNDED BUDGET SUBMISSIONS:		\$134,606,330		
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WEDNESDAY 26 JUNE 2024**



Unfunded Projects List 2024/25

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