

# VICSES Heidelberg (Northcote) Update July 2022



## Project update

- Construction for the VICSES Heidelberg (Northcote) project commenced in May 2021, with practical completion achieved on 17 June 2022.
- With construction now complete, the ESIA team would like to say thank you for your collaboration and patience in delivering your new fit-for-purpose facility. We hope you enjoy settling into your new home.



## Next steps

- Continue operational readiness and rectify defects.
- VICSES Heidelberg Official Opening on Saturday 30 July 2022.

*This update is current at time of distribution, however due to unforeseen circumstances, changes may occur.*



## Project timeline:

1

**Site identification**  
Completed

2

**Site due diligence**  
Completed

3

**Concept and schematic design**  
Completed

4

**Town planning and zoning approval**  
Completed

5

**Detailed design**  
Completed

6

**Procure and appoint construction firm**  
Completed

7

**Construction commences**  
Completed

8

**Construction concludes**  
Completed

9

**Handover of facility**  
Completed

# Commissioning of your facility

Building Contractor commissioning of your new facility is an important process that takes place prior to Practical Completion and the issue of a Certificate of Occupancy. The new facility cannot be formally handed over to your unit until the Building Contractor has completed their commissioning.

The Building Contractor's commissioning is separate to the operational readiness commissioning that VICSES will complete to ensure your own equipment is 100% ready for you to move in and commence operations from your new local HQ.



## What is commissioning?

Building Contractor commissioning is a crucial process that verifies that your new building and its systems operate as intended and deliver optimal performance. This process will also involve OH&S orientation, and a facility induction and training session(s) with your nominated personnel, so that your unit is all set to go when the first request for assistance comes in.



The main objectives of commissioning a facility are to:

- ensure new facilities and equipment are ready for occupancy and use, i.e. fit-for-purpose
- ensure that any new equipment meets all legislative requirements such as the Essential Services Management Act and prescribed energy levels under the Victorian Greenhouse Strategy
- induct and train nominated personnel in the operation of new equipment and safety procedures
- identify any minor defects which require rectification by the Building Contractor
- receive all warranties and operation and maintenance manuals from the Building Contractor as a condition of Practical Completion.



## Defects liability period

There will be a Defects Liability Period of 12 months from the date of Practical Completion of your new facility.

During this period the Superintendent's Representative is responsible for managing the Building Contractor to rectify defects that may appear in the works.

If there are any issues with your new facility, please contact your Regional Manager in the first instance.



## Defects Liability Process

**Phase 1:** 4 weeks post site being operational

- Unit Controller contacts Relocation Project Manager

**Phase 2:** Remaining 11 months

- Unit controller contacts:
  - SES IS Service Desk
  - SES Ops Comms Service Desk
  - BAU Process
  - SES Facilities Service Desk
  - Complete Defect Notification Form



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