

VICSES Cobram

Update

July 2023



Project update

- On 21 June 2023, an Occupancy permit was issued by the Building Surveyor.
- On 26 June 2023, Practical Completion of the new VICSES Cobram facility was achieved by Zauner Constructions.
- Subsequently, the facility was formally handed over to VICSES to commence operational commissioning.
- The team at CSBA would like to say thank you for your collaboration and patience in delivering your new facility. We hope you enjoy your new surroundings, and that the facility helps you to serve the community more effectively.



Next steps

- Induction and training sessions to be conducted by VICSES.
- CSBA and the Builder will continue to rectify defects over the next 12 months during Defects Liability Period.

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

Project timeline:



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

 Contact: emergencyservicesenquiries@justice.vic.gov.au

 Website: www.csba.vic.gov.au